

**BLOOMINGTON - NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
TUESDAY, JUNE 12, 2018
4:30 PM**

I. Call To Order

Vice Chairman Hanson called the meeting to order at 4:30 p.m. Commissioners Denault, Groves, and Sender were present. Commissioner Allen was present via telephone. A quorum was acknowledged. Commissioner Kannaday arrived at 4:35 p.m.

II. Public Comments

John Eckley from the Museum was present to reintroduce himself as the new president of the Museum Board. They had their annual meeting in May and started their year with a full slate of officers and board members. He also shared that the June open cockpit day is scheduled for Saturday June 16th. The annual flag retirement ceremony will also be held on that day.

III. Approval of May Meeting Minutes

Commissioner Groves made a motion to approve the May board meeting minutes. The motion was seconded by Commissioner Sender and upon a unanimous vote, the motion carried.

IV. Old Business

V. Committee Reports

- A. **Audit/Finance Committee** – No report.
- B. **General Aviation Committee** – No report.
- C. **Personnel Committee** – No report.
- D. **Public Policy Committee** – No report.

VI. New Business

- A. **Approval of May Financial Statements** – Ms. Hurd reported that the Authority finished the first month of the fiscal year with both revenues and expenses in the General Fund being favorable to budget. Revenues and expenses in the other operating funds also ended the first month of the new fiscal year favorable to budget. The Capital fund hasn't seen any significant activity, however Ms. Hurd advised this would be changing with the start of construction activities for Phase II. The PFC fund didn't have any revenue to report for the month of May. Again, this is a timing issue of when the revenue is received.

The 1 account receivables account is current at this time.

Commissioner Sender made a motion to approve the May financial statements. The motion was seconded by Commissioner Denault and upon a unanimous vote, the motion carried.

- B. **Adopt Ordinance No. 199-18, The Annual Budget Ordinance for Fiscal Year 2019** – The FY19 budget was tentatively approved by the Board in March and put on display for 30 days. A public hearing on the budget was held prior to today's meeting. Staff made a slight change in the General Fund. It was reported that Staff was recommending an increased investment in the area of airport operations through the form of adding an intern for 6 months and also engaging the US Dept of Agriculture to compliment existing wildlife management practices. Commissioner Kannaday inquired about the focus of working with the USDA's Fish/Wildlife. Carl responded their efforts will center around assisting Airport Staff with reviewing/updating the Authority's wildlife hazard management plan which must be updated every five years. The Hangar fund has an additional expenditure to repair/replace some fire hydrants. The budget still projects an operating surplus for those funds that have active revenue streams.

Commissioner Groves made a motion to adopt Ordinance No 199-18, the annual budget for FY19. The motion was seconded by Commissioner Kannaday and upon a unanimous vote, the motion carried.

- C. **Adopt Ordinance No. 200-18, The Prevailing Wage Rates for Fiscal Year 2019** – In accordance with the Illinois Prevailing Wage Act of 1941, public entities are required to annually adopt an ordinance establishing the prevailing wage rates for the coming fiscal year. This shall be completed in June and is meant to establish the prevailing wages the Airport Authority must pay related to 'bids, contracts, and public works'. While the state has not completed an update of these rates, legal counsel recommended the Airport Authority re-adopt the most current figures in order to ensure compliance with the state statute

Commissioner Sender made a motion to adopt Ordinance No. 200-18, the prevailing wage rates for FY19. The motion was seconded by Commissioner Denault and upon a unanimous vote, the motion carried.

VII. Staff Reports

- A. **Executive Director's Report** – Carl reported that construction activities associated with Phase II of the pavement rehab project are scheduled to begin on Monday, June 18th. The project is a

48-calendar day project and it is anticipated that all work will be completed this season. Phase III project design has been completed and bid specs are out on the street with a June 27th submission deadline. Staff hopes to have a recommendation of award to the Board at the August meeting, along with an optimistic eye toward initiating the first portions of the work yet this construction season.

Bid specs should be going out on the street for the purchase of 2 new high-speed airfield brooms. This was an approved capital project for this year. The goal is to have bids tabulated and a recommendation of award to the Board at the August meeting. Carl noted that Staff might ask for pre-approval to authorize the grants, prior to receiving them.

Staff is currently working on a briefing/study of the old terminal building; what would it cost to renovate the building; what would be involved, cost/funding etc. versus demolishing the building and getting the site ready for a new use. Staff would like to introduce this as a discussion item for the July agenda.

- B. Deputy Director of Marketing** – Ms. Fran Strebing reported that enplanements were up 1.2% for the month of May, total passengers are up 2.1% against a 7.4% reduction in capacity. Allegiant’s loads were excellent in May, well above Allegiant’s system wide numbers. American’s service to Dallas was very strong as well. Chicago is suffering a bit due to the 8 p.m. departure, but it was noted that American had corrected that in the upcoming July schedule. Delta’s Atlanta service also experienced further growth against a year over year decrease in capacity.

Fran noted the Airport Authority had been helping to support/market the upcoming Ford Tri-Motor event.

The next TSA pre-check enrollment center will be July 9 – 13th, 8 am to noon and 1 pm to 5 pm.

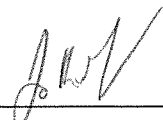
Delta will be hosting a blood drive on June 28th from 9 a.m. to 2 p.m. Commissioner Kannaday noted that there is a nation wide shortage of A, B and O blood, so this is good to see.

ISU’s facility planner will be coming out on Friday to look at the former gift shop space for the College of Fine Arts to display some art work.

Fran concluded her report with a brief update on some of the new marketing initiatives being implemented.

VIII. Adjournment

There being no other business to come before the Board, upon a motion being made, seconded and approved, the June 12, 2018 meeting of the Bloomington-Normal Airport Authority adjourned at 5:01 p.m.



Secretary

7-10-18

Date