

**BLOOMINGTON - NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, FEBRUARY 11, 2021
4:30 PM**

Consistent with 5 ILCS 120/7(e), the meeting was held in a hybrid fashion, with physical and virtual attendance. Virtual attendance was via GoToMeeting at gotomeeting.com, with a call-in number of (646) 749-3122 and a Meeting ID of 573-117-925. The public was also offered the opportunity to submit public comments prior to the meeting, but no later than 2 p.m. on February 11, 2021.

I. Call To Order

Chairman Allen called the meeting to order at 4:41 p.m., after resolving some technical issues. Commissioners Kannaday, Moran, Groves, Sender and Hanson were present virtually. Mr. Tom Swearingen was present physically. A quorum was acknowledged.

II. Introduction/Swearing in New Commissioner

Chairman Allen introduced Mr. Tom Swearingen as McLean County's appointee to fulfill the term of Mr. Steve Denault, who resigned his position in January. Mr. Swearingen will complete Mr. Denault's term, which will expire April 2023. Mr. Swearingen was sworn in.

III. Public Comments

There was no public comment.

IV. Approval of January Board Meeting Minutes

Commissioner Hanson made a motion to approve the January Board meeting minutes. The motion was seconded by Commissioner Sender and upon a roll call vote; Commissioner Swearingen – aye, Commissioner Kannaday – aye, Commissioner Moran – aye; Commissioner Groves – aye; Commissioner Sender – aye, Commissioner Hanson – aye and Chairman Allen – aye, the motion carried.

V. Old Business

There was no old business.

VI. Committee Reports

- A. Administration and Governance Committee – No meeting.
- B. Audit/Finance Committee – No meeting.
- C. Personnel Committee – No meeting.
- D. Property and Facilities Committee – No meeting.

VII. New Business

- A. Approval of January Financial Statements – Ms. Hurd reported the Authority is 9 months into the fiscal year. The General fund revenues are below budget, but expenses are also below budget. Staff does anticipate the positive trends continuing and ending the year in a positive position. In December, Staff submitted the 4th request for CAREs funding, which was received January 25th. The 5th request was submitted on February 2nd. In January \$195,395 of CAREs funding was transferred to the PFC bond fund to support the debt service. Year to date, \$373,435.00 of CAREs funding has been transferred to the PFC bond debt service fund. The Capital fund made significant payments in January on the Building Automation System and the old terminal demolition projects. The CFC fund revenues and expenses are continuing to trend favorable to budget, resulting in a positive bottom line. The PFC revenue for January was down about 61.5% compared to January of 2020.

Staff has started to work on the FY2022 budget and anticipates bringing the preliminary budget to the board at the April meeting.

Commissioner Sender made a motion to approve the January Financial statements. The motion was seconded by Commissioner Groves and upon a roll call vote, Commissioner Swearingen – aye, Commissioner Kannaday – aye, Commissioner Moran – aye; Commissioner Groves – aye; Commissioner Sender – aye, Commissioner Hanson – aye and Chairman Allen – aye, the motion carried.

- B. Adopt Ordinance Number 219 – 21, Ordinance Authorizing the Abatement of Taxes Related to the PFC Alternate Revenue Bond Program – As a part of the most recent PFC bond restructuring, which left the bonds structured as alternate revenue bonds, the Authority annually assesses current/projected PFC revenues in order to confirm sufficient PFC revenues and reserves to cover the annual debt service payments. Recognizing the ongoing reduction in passenger travel, and the corresponding decrease in PFC revenues, Staff had been forecasting a shortfall for this year's PFC debt payments. However, instead of needing to program tax revenue, Staff has been preparing to use funds from the recently approved federal CARES grant to make up the shortfall. As such, consistent with every previous year, no tax revenue will be needed for this obligation and these funds may be abated back to the taxpayers.

Commissioner Swearingen made a motion to adopt Ordinance Number 219-21, abating \$798,250 related to the PFC Alternate Revenue Bond program. The motion was seconded by Commissioner Kannaday and upon a roll call vote, Commissioner Swearingen – aye,

Commissioner Kannaday – aye, Commissioner Moran – aye; Commissioner Groves – aye; Commissioner Sender – aye, Commissioner Hanson – aye and Chairman Allen – aye, the motion carried.

VIII. Staff Reports

- A. **Executive Director's Report** – Carl reported that Staff has been working with the McLean County Health Department to host a COVID-19 vaccination clinic at the airport this coming February 18th. This event will be closed to the public and is for Phase 1B, essential airport workers.

Carl reported that it has been a difficult winter operating season, especially since January 1st. With weather occurring almost every weekend, the team has been on duty non-stop since the New Year holiday. Despite these conditions, everyone has done an outstanding job, while earning very positive feedback from the tenants across the field.

Beginning next week, the TSA will be conducting the airport's annual TSA certification inspection. That typically last 3 to 4 weeks.

The Nicor project is making very good progress. The final site has been identified, approved and surveyed. In turn, Staff has completed and submitted all of the required FAA materials. Also working with legal counsel, the final ground lease has been prepared. Those materials have been forwarded to Nicor for their review. Their goal is to commence construction and complete the relocation of the regulator this construction season.

Carl reported that there are 3 FAA projects scheduled for this season. The first project is to install new concrete foundations for landing aids associated with Rnwy 2, the 2nd project is to update and replace all of the electronic components associated with the runway visibility measuring equipment for Rnwy 2, Rnwy 20 and Rnwy 29. Staff is working to coordinate this project to be done during the first project to eliminate the need for a 2nd closure of runway 2/20. The third project is completing the installation and commissioning of a new automated weather observation system.

Staff was recently advised by the FAA that they are accelerating the AIP grant preparation process for the current federal fiscal year. Typically grant offers are brought to the Board in August/September. The FAA would like this year's grant offers to be accepted as early as May. Staff is moving very quickly on the different grant projects for this year, in order to meet the deadline.

- B. **Deputy Director of Marketing** – Ms. Fran Strebing updated the Board on the operations report and marketing efforts. January and February of 2020 were the last 2 “normal” months for the airport in terms of passenger traffic. Traffic for those months were strong, especially considering this is a slower time of year. Against that backdrop, January 2021 passenger traffic was down 51.3%. That is the smallest percentage decrease since the pandemic impacted passenger travel. Capacity for January was down 30%. Staff is continuing to see the trend of leisure travel emphasis. January passenger traffic shows stronger loads to the non-stop leisure destinations. The Chicago O'Hare service on American, had the largest capacity reduction in January. Overall, the O'Hare hub for American has been reduced to all markets. American has shifted

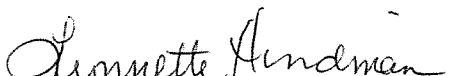
their focus to their southern hubs, which means Dallas for CIRA. Delta and American have both reported that CIRA's numbers are consistent with system wide activity. March bookings are looking up, with additional capacity on both Frontier and Allegiant. Destin Florida comes back into the schedule in May and Denver will be back in April. The reduced capacity is also reflected in the lower fuel pumped in January compared to January of 2020. Local traffic operations were positive in January, despite some weather challenges. Cargo activity has remained consistent with an overall increase of 10% compared to last year.

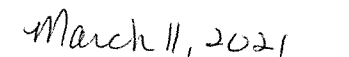
Staff is working on new ways to reach people, as the dynamic of driving to work every day has changed. Working with some of the traditional media to reach people in new ways; digitally, through podcasts, news online, streaming behaviors, Staff is seeing this be effective. Results are showing an increase of traffic on the website of 51%.

CIRA will be hosting another TSA pre-check event for March 1st – 5th. Delta will be hosting a blood drive on March 11th, with 3 more scheduled for the remainder of the year. The COVID testing on airport is going well. Campus Town is very appreciative of how CIRA has taken care of them during the snow events.

IX. Adjournment

Chairman Allen reiterated to the members that the hybrid meeting format will continue for the March meeting. He also updated the Board on new Committee assignments with the new appointment of Mr. Tom Swearingen. The Administration and Governance Committee will continue with Mr. Groves and Mr. Sender, the Audit and Finance Committee will now be Commissioners Kannaday and Sender. The Personnel Committee will be Commissioners Moran and Swearingen and the Properties and Facilities Committee will be Commissioners Allen and Hanson. There being no other business to come before the Board, upon a motion being made, seconded and approved, the February 11, 2021 meeting of the Bloomington-Normal Airport Authority adjourned at 5:30 p.m.


Assistant Secretary


Date