

**BLOOMINGTON - NORMAL AIRPORT AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
THURSDAY, MAY 12, 2022  
4:30 PM**

Due to ongoing concerns with the COVID-19 pandemic and consistent with 5 ILCS 120/7(e), the meeting was held in a hybrid format; with some physical attendance, as well as virtual attendance. Virtual/telephonic attendance was provided by calling 712-775-8962, with a conference code of 156708. The public was also encouraged to submit written statements to Lynnette Hindman by 2:00 May 12, 2022.

**I. Call To Order**

Commissioner Sender called the meeting to order at 4:31 p.m. Commissioners Hanson, Allen, Moran, Groves, and Swearingen were present. A quorum was acknowledged.

**II. Introduction/Swearing In New Commissioner**

Commissioner Sender swore in Ms. Millicent Roth who will finish out Ms. Colleen Kannaday's term.

**III. Public Comments**

Mr. Charlie Bates was present to update the Board on events happening at the EAA. They have 2 Young Eagle events planned; one for May 14<sup>th</sup> and one in July. The Tri-Motor is coming back June 16<sup>th</sup> and will be giving public rides again. All of the events will be held in the north hangar at Synergy. Crosswinds has 75 members and 6 aircraft. After a rainy spring, folks are getting back to flying.

Mr. Patrick Hoban, CEO of the Economic Development Council, was present to brief the Board on their standardized/community wide economic development incentive program.

**IV. Approval of Board Meeting Minutes**

Commissioner Allen made a motion to approve the special board meeting minutes from October 8, 2021. The motion was seconded by Commissioner Moran and upon a unanimous vote, the motion carried.

Commissioner Swearingen made a motion to approve the April Board meeting minutes. The motion was seconded by Commissioner Allen and upon a unanimous vote the motion carried.

## V. Old Business

There was no old business.

## VI. New Business

- A. **Approval of April Financial Statements** – Ms. Paulette Hurd noted that the Authority is at the end of the fiscal year. She reminded the Board that the April financials are very preliminary and Staff will be making final adjustments over the next month as April bills come in and to prepare for the audit. The General Fund is projected to end the year with a slight surplus. There were no transfers of COVID money during the month of April. The Capital Fund made progress payments on a number of large projects during the month. The CFC Fund, both revenues and expenses, are trending favorable to budget. The CFC Fund is a fund that has a whole month of revenue to collect in May and put back into April. The PFC Fund revenues are up about 20% compared to the same time last year and are down about 5% compared to pre-pandemic levels.

The auditors were here at the beginning of the week to start their initial work on the audit. That work went well and they will be back the last 2 weeks of June to complete the audit.

Commissioner Groves made a motion to approve the April Financial statements. The motion was seconded by Commissioner Hanson and upon a unanimous vote, the motion carried.

- B. **Adopt Ordinance No. 224-22, An Ordinance Abating the Levy of 2021 Property Taxes for Rivian Automotive in Accordance with the 2016 Economic Incentive Agreement** – In 2016, the Board approved the execution and participation of a 5-year temporary tax abatement program to help attract Rivian to the community. Each year's abatement had to be qualified and approved by the EDC to confirm that Rivian made the minimum employment and capital investment levels. This is the 5<sup>th</sup> and final year of the agreement. Rivian did again exceed both their employment and capital investments.

Commissioner Hanson made a motion to adopt Ordinance No. 224-22, abating the levy of 2021 property taxes for Rivian Automotive. The motion was seconded by Commissioner Moran and upon a unanimous vote, the motion carried.

- C. **Adopt Annexation Ordinance No. A-481** – Commissioner Allen made a motion to table this item until next month. The motion was seconded by Commissioner Groves and upon a unanimous vote, the motion carried.

- D. **Approve Execution of New Collective Bargaining Agreement** – In 2006, six of the Airport Authority's maintenance crewmembers joined the local 649 of the International Union of Equipment Operators and they have been represented by 649 since that time. The current agreement was a 3-year agreement that expired at the end of April. Negotiations started in March and were completed in late April. The new agreement is for 3 years, with a 3% wage increase each year of the agreement. There is a small increase in the shift differential pay for 2<sup>nd</sup> shift, which is only used during the winter months (November – March) and a slight increase in the uniform budget. There are some general clause updates as well. Legal counsel has reviewed the agreement. The agreement will start May 1, 2022 and expire April 30, 2025. The Personnel

Committee also reviewed the agreement and recommended that it be presented to the full board for their approval.

Commissioner Swearingen made a motion to approve the New Collective Bargaining Agreement. The motion was seconded by Commissioner Moran and upon a unanimous vote the motion carried.

## VII. Staff Reports

- A. **Executive Director's Report** – Carl reported the terminal lighting project is nearing completion with training being done on the new software before transitioning toward closeout. Staff is also working with Wm. Masters on a no cost change to put in a wireless light control that was missed in the design.

The terminal landscaping project has taken a 2-week delay due to weather. Demolition has been completed. The new sprinkler system is being installed, along with new topsoil and some of the new plant material is also being installed.

The new corporate hangar project is continuing to move forward. All parties have agreed upon a course of action for the construction of a new 12" water main across Authority property that will connect to the new hangar and the Authority's existing main. Once the water main has been installed the City will take ownership of both the new/old main, with the Authority granting a no cost utility easement to the City.

The triennial full-scale exercise is scheduled for June 11<sup>th</sup> and will involve law enforcement, EMS, fire, TSA, the Airport, and mutual aid agencies. On June 3<sup>rd</sup>, in preparation for the full-scale drill, a tabletop exercise will be done, which will build in a new security component that deals with drones. Carl invited all the Board members to attend the full-scale exercise.

Staff recently completed the annual wildlife hazard management plan review. Carl reported the feedback was positive and expected outcomes were being accomplished. Staff set some priorities for the coming year.

Staff has also recently met with the current farmer ahead of the start of the new season to review TSA/ FAA compliance responsibilities, new operating requirements and storm water drainage issues. Carl also reported the Authority collected new soil samples prior to the farmer getting into the fields. These will be used later in the year to compare the soil sample after the harvest to see what fertilizer/nutrient levels have been removed and for use in the next bid, which will be released after the first of the year.

Carl introduced Mr. Dan Reimer, the Authority's legal counsel. During his visit, Staff scheduled a number of work sessions to focus on specific initiatives. Mr. Reimer has been representing airports, both large and small, across the country for 25 years. He was in private practice for 16 years at a firm that had a practice group that focused primarily on airport law. He ran the Denver airport law department for 5 years and then opened his own practice in late 2019.

**B. Deputy Director of Marketing** – Ms. Fran Strebing was present to update the Board on marketing matters. She introduced Ms. Isabella Parish from Illinois Wesleyan who is the marketing intern for the summer. In the fall, she will be a senior who is majoring in marketing with a minor in journalism and news media. She is looking forward to spending the summer at CIRA.

Fran reported that April’s aviation results continued to be strong. Year to date airline enplanements were up 44% compared to ’21 while seat capacity only increased 8.8%. Fuel sales were also up while aircraft operations and air cargo were flat year over year, but up for the year. As expected, leisure travel is still driving the increase in traffic while there are some signs of returning business travel.

It was reported that overall U.S. airline operations/network reliability continuing to be fragile and vulnerable to large-scale cancellations. Largely driven by flight crew shortages/labor challenges made more difficult by high fuel costs and some lingering pandemic concerns. Thus far, CIRA has been able to weather these problems with only a few small occurrences.

Looking ahead, Fran will be working with Javier on the full-scale exercise, as well as helping to support the Tri-Motor event. The airport will be hosting a business before hours on July 27<sup>th</sup>.

The next TSA pre-check is May 16-20<sup>th</sup> and the next Delta blood drive is June 4<sup>th</sup>.

### **VIII. Commissioner Comments**

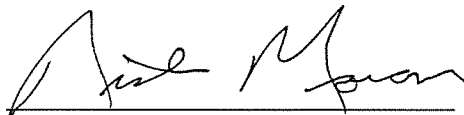
All the Commissioners welcomed Ms. Roth to the board. She is looking forward to working with everyone. Commissioner Hanson thanked Mr. Reimer for coming.

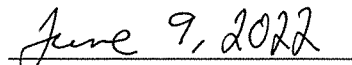
Commissioner Sender confirmed the committees for the coming year. They are:

- Properties and Facilities: Mr. Allen – chair, Mr. Hanson – member
- Administration and Governance: Mr. Sender – chair, Ms. Roth – member
- Audit/Finance: Mr. Moran – chair, Mr. Groves – member
- Personnel: Mr. Swearingen – chair, Ms. Roth – member

### **IX. Adjournment**

There being no other business to come before the Board, upon a motion being made, seconded, and approved, the May 12, 2022, meeting of the Bloomington-Normal Airport Authority adjourned at 5:52 p.m.

  
Secretary

  
Date