

**CENTRAL ILLINOIS REGIONAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, MARCH 19, 2026**

4:30 PM

I. Call To Order

Commissioner Sender called the meeting to order at 4:30 p.m.

II. Roll Call

Commissioners Schuler, Pritts, Rettick, Groves, Allen and Swearingen were present. A quorum was acknowledged.

III. Public Comments

Mr. Doug Reeves from EAA Chapter 129 was present to update the board on their activities. In association with the Rey's Scholarship Foundation, they will be awarding 2 scholarships to 2 individuals to learn to fly. They must obtain their private pilots license within 1 year.

IV. Approval of February Meeting Minutes

Commissioner Groves made a motion to approve the February 19, 2026 board meeting minutes. The motion was seconded by Commissioner Pritts and upon a unanimous vote, the motion carried.

V. Old Business

There was no old business.

VI. New Business

- A. **Approval of February Financials** – Ms. Anna Cadmus reported the Authority is nearing the end of the fiscal year. Both General Fund revenues and expenses continue to trend favorable to budget. Car rental commissions continue to remain strong, along with investment income. In the Capital Fund, the boiler project was completed in February and final expenditures were incurred. Transfers from bond project funds were processed in March to reimburse the Capital Fund for various project costs. CFC fund revenues and expenses are also trending favorable to budget. The PFC revenue for February was up about 17% compared to the same period last year.

Ms. Cadmus did note that the new 2026 Bond Fund is reflected in the financials.

Commissioner Swearingen made a motion to approve the February financial statements. The motion was seconded by Commissioner Schuler and upon a unanimous vote, the motion carried.

- B. Approve Purchase of Cyber Liability Insurance** – This past November the members approved the renewal of the Authority’s insurance agreements for the 12-month period beginning December 1st. At that time the members requested Staff to research the benefits of having cyber liability insurance and report back to the Administration and Governance Committee.

The Committee met on March 12th, Airport Staff reported its findings which involve replacement cost for all compromised hardware/software, administration of all required public notifications, coordination of forensic review/assessment, administrative support for ransom ware attacks, and limited reimbursement for fraudulent financial loss.

The members also discussed the level of coverage and settled on starting at the lower end for this first year which ends November 30th. The premium for a \$1M dollar level of coverage will be \$3,065 with the Authority receiving a 3 ½ month credit at the end of the November period. This will keep the renewal date in line with the rest of the Authority’s insurance.

Commissioner Schuler made a motion to approve the purchase of \$1,000,000. Cyber Liability Insurance. The motion was seconded by Commissioner Rettick and upon a unanimous vote, the motion carried.

- C. Approve Ground Lease with Frontier Communications** – In 1989, the Authority entered into a ground lease with GTE North (now Frontier Communications) for airport property to support the construction/operation of a small structure to house electronic operating equipment needed for their company. This lease has now since expired, giving Staff the opportunity to update the language in the agreement. The new agreement will be for 10 years, with one 10 year extension. A CPI increase will occur every 5 years, as is standard in all current ground leases. Commissioner Sender noted that a CPI increase every 5 years is inadequate and should be reconsidered.

Commissioner Groves made a motion to approve a ground lease renewal with Frontier Communications. The motion was seconded by Commissioner Rettick and upon a vote, the motion carried.

- D. Approve Award of New Farmland Lease** – This past month, Staff released a request for proposals for a new farmland lease with a 3-year term. Staff worked with First Mid Ag and with Commissioner Schuler and were able to update the agreement and the RFP. The RFP was shared with past bidders, as well as a broader region surrounding the airport. 3 bids were received, with the incumbent David Black Farms being the highest bidder at \$398 per acre. During this report Carl Olson thanked Commissioner Schuler for his assistance.

Commissioner Schuler made a motion to approve the award of a new 3-year Farmland Lease with David Black Farms, effective March 16, 2026. The motion was seconded by Commissioner Swearingen and upon a unanimous vote, the motion carried.

- E. Approve New Special Aviation Counsel** – As previously shared, the Authority’s aviation legal counsel Mr. Dan Reimer, notified Staff that he was withdrawing his engagement with the Authority,

after realigning his practice. Staff released a Request for Proposal to 9 firms and received 2 submissions; Kaplan Kirsch and Thompson Burton. The submissions were shared with the Administration and Governance Committee at their March 12th meeting and after a thorough review of each submission, the Committee recommended that the Authority move forward with engaging Kaplan Kirsch as special aviation legal counsel. Kaplan did agree to give the Authority a small discount on top of their reduced rate for municipal sectors and airports. For most day-to-day activities, Staff will work with an Associate rather than a Partner to help keep the billing down.

Commissioner Schuler made a motion to approve new special aviation counsel with Kaplan Kirsch as presented. The motion was seconded by Commissioner Groves and upon a unanimous vote, the motion carried.

VII. Staff Reports

Carl reported that February aviation results were very strong with a 10.2% increase over last year. Year to date traffic is up 5%. Phoenix Mesa experienced a tremendous launch with 90% load factors. Carl thanked Melissa Beaver for all her marketing/promotion efforts for the new seasonal service. Carl, Derek and Melissa will be attending the Allegiant conference in the first week of April. Feedback from the Delta station manager on the new 3rd daily Atlanta flight is very positive. Passenger loads for this new service are reported to be very strong without diluting the early morning flight; thereby adding net new traffic. For the month, fuel sales and air cargo also experienced increases.

Earlier in the month, Carl and Commissioner Sender participated in the EDC's One Voice Trip to Washington DC. It was a very positive trip with an opportunity to address our congressional delegates and their staff. The Authority's boarding bridge project was one of the projects chosen to be highlighted.

Earlier in the week, Carl and Commissioner Sender met with Senator Koehler and Representative Chung regarding a DCEO grant that Staff is pursuing. Staff is also working on submitting several Congressionally Directed Spending requests.

The Audit and Finance Committee will be meeting on March 24th to review draft budget materials for FY27. Staff anticipates bringing the draft budget to the full board at the April meeting, with the final budget being presented at the May meeting.

Carl reported that preparations for the start of the United Airlines service are moving forward and new station personnel are being hired.

VIII. Commissioner Comments

Commissioner Sender inquired whether CIRA was experiencing any problems/issues with the TSA. Carl reported that at this point, CIRA has not experienced any issues. The TSA staff here are wonderful and they continue to show up for work every day despite not receiving paychecks. Carl also shared that as CIRA experiences strong spring break travel, the airport is not experiencing any delays or long lines.

IX. Executive Session

At 5:25 p.m. Commissioner Swearingen made a motion to recess for a couple of minutes and reconvene in Executive Session under 5 ILCS 120/2 (c) (11). The motion was seconded by Commissioner Groves and upon a unanimous vote, the motion carried.

X. Adjournment

At 5:50 all the Commissioners reconvened in regular session. There being no other business to come before the Board, upon a motion being made, seconded and approved, the March 19, 2026 meeting of the Central Illinois Regional Airport Authority adjourned at 5:51 p.m.

Secretary



Date

4/16/24