CENTRAL ILLINOIS REGIONAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, SEPTEMBER 18, 2025

4:30 PM

I. Call To Order

Commissioner Sender called the meeting to order at 4:31 p.m.

II. Roll Call

Commissioners Rettick, Pritts, Groves, Allen and Swearingen were present. Commissioner Schuler was present telephonically for employment matters. A quorum was acknowledged.

III. Public Comments

There were no public comments.

IV. Approval of August Meeting Minutes

Commissioner Groves made a motion to approve the August 18, 2025 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 August Financials** – Ms. Hurd reported the Authority has finished the 4th month of the fiscal year. Both the General Fund revenues and expenses are trending favorable to budget, with a positive bottom line. The Capital Fund did receive reimbursement from the IDA in August and Ms. Hurd anticipates additional reimbursements to come in September. Both the CFC Fund revenues and expenses are also favorable to budget. The PFC Fund revenue for August was up compared to the same period last year. Ms. Hurd also shared the Authority's debt schedule with the members.

Commissioner Allen made a motion to approval the August financial statements. The motion was seconded by Commissioner Pritts and upon a unanimous vote, the motion carried.

B. **Acceptance of Annual Audit Report** – On September 10th the members of the Board's Audit and Finance Committee met with the Sikich LLC to formally receive and review the final audit report materials for FY25. The report included the FY25 independent audit report, final year-end financial statements, the federal single audit, the PFC audit, and the auditor's communication to the Board of Commissioners. During the page turn of these documents Sikich advised the Authority once again received a clean/unmodified opinion. At the conclusion of the auditor's report and ensuing discussion, the members of the Audit and Finance Committee voted to present the FY25 audit materials to the full Board for their review, consideration, and approval. The Committee also discussed the RFP process for a new auditing firm for next year. Commissioner Swearingen and Carl thanked Paulette and Dianne for all their work on the audit.

Commissioner Swearingen made a motion to accept the annual audit report. The motion was seconded by Commissioner Pritts and upon a unanimous vote, the motion carried.

C. **Approve Award of New Terminal Public Address System** – One of the approved capital projects for this year is the replacement of the terminal building's public address system. The current system is original to the building and it has become unreliable and replacement parts are no longer available. Staff engaged the Faith Group, a St. Louis based I.T. systems company, to assist with reviewing the current system and preparing bid specifications. The ensuing bid specifications were sent to three firms and the Authority received a submission from each company. In the process of reviewing the bids, one of the firms dropped out. Of the 2 remaining bidders, a company named Simpleway was determined to the most responsive bidder while proposing a price of $281,425 vs. a competing bid from IED in the amount of $352,474. Out of concern that there could be some unknown building conditions in the walls and in the wiring, Staff requested a 15% contingency be added to the members approval.

Commissioner Groves made a motion to approve the award of the new terminal public address system to Simpleway for $281,425 plus Staff's discretion for an additional 15% contingency. The motion was seconded by Commissioner Swearingen and upon a unanimous vote, the motion carried.

D. **Approve Amendment to Construction Agreement with E.L. Pruitt** – As previously discussed the Board recently approved a contract with E.L. Pruitt to purchase and install 3 new replacement boilers for the terminal building. Recognizing the contractor's knowledge of HVAC chillers and their previous experience working in the terminal building, Staff requested they look at an air conditioning repair that Staff can't seem to rectify/identify. E.L. Pruitt was able to identify the problem and recommend a repair solution, with a suggested cost exceeding $40,000. Working with Pruitt, Staff identified a less expensive solution involving the Authority and Pruitt jointly purchasing replacement parts with Pruitt providing the labor at a reduced rate given their staff already being on-site. The result of this collaboration allows the repair to be completed yet this fall along with a cost savings of approximately $15,000.

Commissioner Allen made a motion to approve the amendment to the construction agreement with E.L. Pruitt for an additional $25,000 for the additional labor and part to fix the air conditioner. The motion was seconded by Commissioner Pritts and upon a unanimous vote, the motion carried.

VII. Staff Reports

Carl reported that August traffic and fuel sales are even with last year. Scheduled air cargo and aircraft operations were up 6% each. Corporate aircraft and non-scheduled air cargo operations experienced a rebound in August.

It was also reported that earlier in the day the Authority received a long awaited $12.5 million dollar grant from the FAA to help fund the Phase I construction of Runway 11/20 Rehab.

The final design and bid specifications for the parking lot exit roadway reconstruction have been completed and bids are scheduled to be released mid-October with a mid-November submission deadline.

The GA transition to the south ramp is progressing. Earlier in the month a preview of the new campus was held for the GA tenants. The 2nd of four rounds of hangar requests have been sent to hangar tenants. The goal is still to complete the Phase I transition by the end of October/early November.

Staff have been having renewed discussions with United Airlines about becoming one of their approved diversion airports for flights involving Chicago O'Hare, ranging from regional jets to all B737 and A300 aircraft. Trego Dugan will ground handle them and Synergy will provide fuel/de-ice needs.

VIII. Commissioner Comments

Commissioner Groves apologized for not making the October meeting. He will be out of the country. The members thanked Paulette and Staff for the clean audit and congratulations on the grant. Commissioner Sender noted that the process/policy of accepting the grants ahead of time pay dividends with this grant, as it needed to be signed and returned to the FAA in too short a period for a special Board meeting. He also reminded the members that the tax levy for the new entity should be coming out in the next 60 days.

IX. Adjournment

There being no other business to come before the Board, upon a motion being made, seconded and approved, the September 18, 2025 meeting of the Central Illinois Regional Airport Authority adjourned at 5:21 p.m.

Signature

Assistant Secretary

October 16, 2025

Date