

**CENTRAL ILLINOIS REGIONAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, APRIL 16, 2026**

4:30 PM

I. Call To Order

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

II. Roll Call

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

III. Public Comments

Mr. Rob Lear, from the maintenance department was present to ask the Board/Staff to move the collective bargaining agreement forward to a resolution. He understands that with him working nights over the winter months it was hard to schedule meetings, but he is hopeful now that everyone is back on a regular schedule that a meeting can be set.

IV. Approval of March Meeting Minutes

Commissioner Groves made a motion to approve the March 19, 2026 Board meeting minutes. The motion was seconded by Commissioner Pritts and upon a vote, the motion carried. Commissioner Allen abstained from voting as he was not present at the March meeting.

V. Old Business

There was no old business.

VI. New Business

- A. Approval of March Financials** – Ms. Anna Cadmus reported the Authority is almost at the end of the fiscal year. In the General Fund both revenues and expenses continue to trend favorable to budget and Staff anticipates another positive result. Car rental commissions and investment income continue to remain strong. The Authority expects to maintain a higher cash balance in the Capital Fund going into the project season due to anticipated increased spending. The CFC Fund revenues and expenses are also trending favorable to budget. The PFC revenue for March was up 30% compared to the same period last year.

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

- B. Approve Extension of Banking Services Agreement** – The Authority’s current banking services agreement with Commerce Bank was awarded in April 2020 for a 3-year term with a single 3-year extension that expires the end of April. With the departure of Ms. Hurd and the recruitment of a new CFO, there was concern about on boarding a new CFO and a new banking service provider at the same time. Following discussions earlier this spring with the Administration and Governance Committee and the Audit and Finance Committee, the suggested course of action involved extending the current agreement with Commerce Bank for one additional year. Commissioner Sender noted that perhaps a 2-year extension would be better considering the timeline for hiring a new CFO. After discussion among the members they decided to move forward with a 2-year extension of the current agreement with language allowing the Authority to end it early.

Commissioner Allen made a motion to approve up to a 2-year extension of the Banking Services Agreement with Commerce Bank, with a 90-day termination clause. The motion was seconded by Commissioner Groves and upon a vote, the motion carried. Commissioner Sender abstained from voting.

- C. Approve Air Service Incentive Agreement** – The FAA now requires airports with air service incentive programs to have formal agreements approved by their governing bodies. Airport Staff has been working with Kaplan Kirsch to comply with this for qualifying new service in accordance with regulatory requirements.

Commissioner Swearingen made a motion to approve an Air Service Incentive Program Agreement with airlines providing qualifying service as approved by legal counsel. The motion was seconded by Commissioner Pritts and upon a unanimous vote, the motion carried.

- D. Approve Change Order No. 4 with Rowe Construction** – As Staff works to complete project closeout for Phase II of the new G.A. facility, Board approval is required for a final change order with Rowe Construction. The change order comes at the end of the project in order to reconcile the final on-site contract adjustments made during construction. This will be a deduct change order formally reducing the contract cost by \$167,905.92.

With the approval of Change Order No. 4, the final Phase II construction cost with Rowe will be \$16,347,975.99 vs. an original contract cost of \$16,194,375.66; resulting in less than a 1% cost increase.

Commissioner Groves made a motion to approve the \$167,905.92 deduction Change Order No. 4 with Rowe Construction. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

- E. Approve Appointment to McLean County Public Building Commission** – The Public Building Commission was created by the County in accordance with State Statue in 1967 for the purpose of helping its partner organizations to develop and refurbish publicly owned and used buildings. There are 5 participating organizations in the Public Building Commission; the City of Bloomington, McLean County, District 87, the Airport Authority and the Bloomington Normal Water Reclamation District. Governance for the PBC is comprised of a 9 member Board of

Commissioners made up of a representative from each of the public bodies. Mr. Terry Reid previously held this appointment on behalf of the Airport Authority. He has since resigned his position, leaving the Authority with a vacant seat. Staff approached Ms. Hannah Eisner and she has graciously agreed to serve on the Public Building Commissioner as the Authority's representative.

Ms. Eisner is an attorney by profession and has served as deputy corporate counsel for the City of Bloomington, and later as the Assistant County Attorney Administrator for McLean County. In that role Ms. Eisner staffed the PBC's monthly meetings and is very familiar with the focus and responsibilities of the PBC. Ms. Eisner will fulfill Mr. Reid's remaining term which will end September 30, 2026 and then she will serve another 5-year term beginning October 1, 2026 to September 30, 2031.

Commissioner Swearingen made a motion to approve the appointment of Ms. Hannah Eisner to the McLean County Public Building Commission. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

- F. **Approve FY26 Budget Amendment** – As is typical this time of year, Staff reviews the budget for any needed changes prior to the end of the fiscal year. Following the collection of higher than budgeted PFC revenue during the year, Staff is requesting an amendment in the two PFC Accounts to allow for additional PFC revenue of \$54,300 to be transferred to the PFC Debt Service Fund. This will reduce the transfer of funds from the Airport Development Fund while eliminating the need for use of any property tax revenue.

Commissioner Swearingen made a motion to approve the FY26 Budget Amendment to the two PFC Accounts. The motion was seconded by Commissioner Pritts and upon a unanimous vote, the motion carried.

- G. **Approve FY27 Tentative Budget Materials** – In preparation for the adoption of the FY27 budget, Staff presented the final draft budget to the Board's Audit/Finance Committee on March 24th. During this meeting Staff advised the FY27 budget materials were conservatively developed on both the revenue and expense side with only a modest increase in proposed airline rates/charges, landing fees, hangar rent, fuel flow and commercial aviation fees. Staff also proposed an increase in car rental concession fees. The budget also reflects full staffing, with the addition of 1 staff member in line with member direction. The General Fund reflects a small subsidy from the Airport Development Fund. The proposed Capital Fund budget aligns with projects previously approved through the current TIPs and recently adopted bond ordinance. After a very thorough review of these materials the members of the Audit and Finance Committee recommend the tentative budget materials be presented to the full Board for their review and tentative approval.

During the Board's review Commissioners Allen and Rettick shared their concern with raising hangar rent again even a modest amount when there are open hangars. Commissioner Sender noted that going forward he would like to see a Committee of the Whole review the budget prior to coming to the full Board. This could be integrated into the calendar that is adopted at the October meeting.

Commissioner Swearingen made a motion to approve the tentative draft budget and place it on display for 30 days. The motion was seconded by Commissioner Groves and upon a unanimous vote, the motion carried.

VII. Staff Reports

Carl reported that March airline activity was exceptionally strong with a 33% increase over last year with all routes generating very strong traffic. Year to date traffic is up 13%. The new Phoenix Mesa service continued to generate very strong traffic. It was also reported that Airport Staff recently participated in the annual Allegiant Airport Conference where they met with senior Allegiant officials from route planning, revenue management, and marketing. Allegiant recognized CIRA for our market's strong performance while signaling out the new Phoenix/Mesa service for such a successful start. Feedback from Delta on the new 3rd daily Atlanta flight is also very positive. For the month, fuel sales and air cargo also experienced increases.

In addition to attending the Allegiant conference CIRA staff also had the opportunity to host an Allegiant Air site visit earlier this month. The meeting provided an opportunity to advance ongoing discussions while also offering an opportunity to tour airport facilities.

Based upon FAA actions involving additional service at Chicago O'Hare, United Airlines has advised the start of their new CIRA service has been pushed back to June 6th.

Carl announced that in partnership with Synergy Flight Center and United Airlines, CIRA will be hosting the region's first plane pull as a fund raiser for Special Olympics IL on June 6th. Teams of 20 sign up to compete against each other to see which team can pull a B737 a distance of 12 feet in the fastest time.

Staff is working with the FAA/IDA to address some final schedule questions ahead of the IDA issuing a formal Notice to Proceed to begin construction activities for Phase I of the upcoming Rnwy 11/29 rehab project.

The self-fuel at the new GA facility has hit some snags. There is an issue with the software and the sump needs to be reset. Staff is hoping to resolve these items as quickly as possible.

VIII. Commissioner Comments

Commissioner Pritts noted that he used the new Phoenix service and it was a really nice experience. Commissioner Sender noted that Congressman LaHood wrote a letter of support/approval for the boarding bridge project. Senator Koehler is also intervening on CIRA's behalf for the Site Readiness grant.

IX. Adjournment

There being no other business to come before the Board, upon a motion being made, seconded and approved, the April 16, 2026 meeting of the Central Illinois Regional Airport Authority adjourned at 5:42 p.m.


Assistant Secretary

May 21, 2026
Date