

SPRINGFIELD AIRPORT AUTHORITY

Tuesday, July 18, 2023

BUDGET HEARING MINUTES

The Budget Hearing of the Board of Commissioners of the Springfield Airport Authority was called to order by Chair Vala at 5:00 p.m. Tuesday, July 18, 2023, in the Conference Room at Abraham Lincoln Capital Airport's main terminal building.

PRESENT: Frank J. Vala, Chair  
Elizabeth Delheimer, Commissioner  
Teresa Haley, Commissioner  
Dianne Hardwick, Commissioner  
Mike Houston, Vice Chair  
Susan R. Shea, Commissioner  
Mark Kinnaman, Treasurer  
R. Beverly Peters, Secretary  
Jim Lestikow, Attorney  
Mark Hanna, Executive Director  
Ken Boyle, Deputy Executive Director

ABSENT: None

VISITORS: Isabella Waggoner, Guest of Commissioner Shea  
Randy Vogel, Crawford, Murphy & Tilly, Inc.

Chair Vala asked for any questions or comments from the public regarding the Budget and Appropriation Ordinance for FY 2024 and the Tax Levy Ordinance for FY 2024. There was no one present from the public who had any questions or comments.

Commissioner Shea made a motion to recommend for final action at the July Regular Board Meeting; 1) adoption of the proposed Springfield Airport Authority Budget and Appropriation Ordinance for FY 2024, and 2) adoption of the proposed Springfield Airport Authority FY 2024 Tax Levy Ordinance for Taxes Received in Calendar 2024, seconded by Commissioner Haley and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Hardwick made a motion to adjourn the Budget Hearing, seconded by Commissioner Shea and carried with a roll call vote of 6 ayes/0 nays. The Budget Hearing adjourned at 5:03 p.m.

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Frank J. Vala, Chair

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R. Beverly Peters, Secretary

# SPRINGFIELD AIRPORT AUTHORITY

Tuesday, July 18, 2023

## REGULAR MEETING MINUTES

The regular meeting of the Board of Commissioners of the Springfield Airport Authority was called to order by Chair Vala at 5:04 p.m. on Tuesday, July 18, 2023, in the Conference Room at Abraham Lincoln Capital Airport's main terminal building.

PRESENT: Frank J. Vala, Chair  
Elizabeth Delheimer, Commissioner  
Teresa Haley, Commissioner  
Dianne Hardwick, Commissioner  
Mike Houston, Vice Chair  
Susan Shea, Commissioner  
Mark Kinnaman, Treasurer  
R. Beverly Peters, Secretary  
Jim Lestikow, Attorney  
Mark Hanna, Executive Director  
Ken Boyle, Deputy Executive Director

ABSENT: None

VISITORS: Isabella Waggoner, Guest of Commissioner Shea  
Randy Vogel, Crawford, Murphy & Tilly, Inc.

Chair Vala discussed the censure of Vice Chair Houston concerning violations of Roberts Rules of Order and Springfield Airport Authority by-laws. Commissioner Delheimer stated this is based on his actions of falsely accusing the SAA Board of being in violation of the Open Meetings Act at the April 25<sup>th</sup> monthly meeting during the May 16<sup>th</sup> and June 20<sup>th</sup> monthly meetings. At the May meeting, Commissioner Houston requested that the minutes indicate that him being censured be revised. At the June meeting, he requested an amendment to the minutes indicating that the agenda did not reflect his censuring. Commissioner Houston has placed each Board member in an unnecessary and unwarranted position of loss of public trust. This type of action makes his false statement against the other Board members a personal attack. If the Board allows this to go unchecked, it will create a potential liability to the other Board members and could be viewed as an endorsement of the misconduct of Commissioner Houston. The Board has the right to enforce its rules and expect ethical and honorable conduct from its members. Commissioner Houston's avoidance of proper procedures, is continually argumentative to the Chair, and does not fulfill the role of the Vice Chair in supporting the Springfield Airport Authority. I

recommend that Commissioner Houston's title of Vice Chair of the Springfield Airport Authority be removed and that he be required to make a formal apology to the Board members for having put us in the position of losing public trust, seconded by Commissioner Hardwick and carried with a roll call vote of 3 ayes (Delheimer/Hardwick/Vala)/2 nays (Haley/Shea). Commissioner Houston did not offer an apology to the Board members.

Chair Vala presented the minutes of the Regular Meeting of June 20, 2023, and to dispose all Regular Meeting Recordings more than six months old. Minutes were accepted as presented.

Treasurer Kinnaman reported unrestricted funds projected year-end balance of \$7,106,531 and actual year-to-date balance of \$8,402,443 restricted funds projected year-end balance of \$9,274,469 and actual year-to-date balance of \$10,790,146.

Commissioner Hardwick gave the Budget and Finance report.

Commissioner Hardwick reported on the Annual Grant Approval. Commissioner Hardwick made a motion to authorize the Executive Director and legal counsel, when applicable, with the concurrence of the Authority Board Chair, to execute all grants and related documents during FY 2024 and notify the Board at the next monthly meeting, seconded by Commissioner Shea and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Hardwick made a motion to adopt the Springfield Airport Authority Budget and Appropriation Ordinance for FY 2024, and authorize the Board Chair to execute, seconded by Commissioner Haley and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Hardwick made a motion to adopt the Springfield Airport Authority FY 2024 Tax Levy Ordinance For Taxes Received in Calendar 2024 for the Authority's FY 2025, and authorize the Board Chair to execute, seconded by Commissioner Delheimer and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Hardwick made a motion to authorize the Executive Director to transfer \$781,510 of the Operations and Maintenance 6/30/23 balance to Capital Improvement, seconded by Commissioner Shea and carried with a roll call vote of 6 ayes/0 nays.

Executive Director Hanna reported that the Department of Military Affairs and Stellar Aviation finalized a hangar agreement for the temporary storage of an aircraft.

Commissioner Haley made a motion to approve the renewal of its membership to Springfield-Sangamon Growth Alliance for the Authority's fiscal year 2024 in the amount of \$25,000, and that payments be made from non-aeronautical revenue sources in \$2,500 increments over a ten month period, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays.

Chair Vala gave the construction report.

Commissioner Hardwick reported a 21.85% decrease in year-to-date passenger activity as compared to last year.

Commissioner Hardwick reported that fuel sales for the month of June were 94,465 gallons with revenue of \$12,174. Airline gallons were down 19,000 gallons compared to the previous month due to the suspension of the United Airlines service. Retail jet fuel sales remained unchanged however, military sales did see a slight increase. Avgas sales have continued to remain strong.

Commissioner Shea reported on the 75<sup>th</sup> Anniversary Open House scheduled for August 5<sup>th</sup> and 6<sup>th</sup>.

Attorney Lestikow is resigning as counsel effective at the end of this meeting. Mr. Lestikow thanked Chair Vala and the Board for the appointment and support over the last 15 years and that it has been a privilege to work with this organization. Secretary Peters read a resolution honoring the service of Attorney Lestikow to the Board of Commissioners.

Executive Director Hanna thanked Commissioner Shea in representing the Board at the ribbon cutting for the Solar Array; reported the recent storm resulted in downed trees, hangar door damage, damage to various electrical components, billboard and water issues; reported the design work for the FBO build-out for SIU is underway; discussed in detail the many challenges, local and national, affecting our air service; thanked Attorney Lestikow for his years of service and support to the Board and Staff.

Commissioner Shea made a motion to adjourn the Regular Meeting, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays. The Regular Meeting adjourned at 6:24 p.m.

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Frank J. Vala, Chair

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R. Beverly Peters, Secretary

SPRINGFIELD AIRPORT AUTHORITY

Tuesday, July 18, 2023

ANNUAL MEETING MINUTES

The Annual Meeting of the Board of Commissioners of the Springfield Airport Authority was called to order by Chair Vala at 6:25 p.m. on Tuesday, July 18, 2023, in the Conference Room at Abraham Lincoln Capital Airport's main terminal building.

PRESENT: Frank J. Vala, Chair  
Elizabeth Delheimer, Commissioner  
Teresa Haley, Commissioner  
Dianne Hardwick, Commissioner  
Mike Houston, Commissioner  
Susan Shea, Commissioner  
Mark Kinnaman, Treasurer  
R. Beverly Peters, Secretary  
Jim Lestikow, Attorney  
Mark Hanna, Executive Director  
Ken Boyle, Deputy Executive Director

ABSENT: None

VISITORS: Isabella Waggoner, Guest of Commissioner Shea  
Randy Vogel, Crawford, Murphy & Tilly, Inc.

Chair Vala nominated Frank Vala as Chair, Dianne Hardwick as Vice Chair, R. Beverly Peters as Secretary, and Mark Kinnaman as Treasurer. Commissioner Houston nominated Commissioner Haley as Vice Chair. Chair Vala moved to close nominations for the first motion, seconded by Commissioner Hardwick. Chair Vala's nominations carried with a roll call vote of 5 ayes/1 nay (Houston).

Commissioner Hardwick made a motion to adopt the Resolution Respecting Withdrawal and Transfer of Funds of the Springfield Airport Authority in Springfield Financial Institutions by authorized individuals as presented to the Board, seconded by Commissioner Houston and carried with a roll call vote of 6 ayes/0 nays.

With no further business to come before the Board, Commissioner Shea made a motion to adjourn the Annual Meeting, seconded by Commissioner Hardwick. The Annual Meeting adjourned at 6:28 p.m.

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Frank J. Vala, Chair

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R. Beverly Peters, Secretary