

SPRINGFIELD AIRPORT AUTHORITY

Tuesday, July 20, 2021

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 20, 2021, in the Conference Room at Abraham Lincoln Capital Airport.

PRESENT: Frank J. Vala, Chair
Elizabeth Delheimer, Commissioner
Teresa Haley, Commissioner
Dianne Hardwick, Commissioner
Mike Houston, Commissioner
Susan R. Shea, Commissioner
Mark Kinnaman, Treasurer*
R. Beverly Peters, Secretary
Jim Lestikow, Attorney
Mark Hanna, Executive Director
Ken Boyle, Deputy Executive Director
Roger Blickensderfer, Director of Facilities & Maintenance
* Attended via Conference Call

ABSENT: Tim Franke, Commissioner

VISITORS: Rob Waller, Hanson Engineers
Jeff Olson, Hanson Engineers

Chair Vala asked for any questions or comments from the public regarding the Budget and Appropriation Ordinance for FY 2022 and the Tax Levy Ordinance for FY 2022. There was no one present from the public who had any questions or comments.

Commissioner Houston 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 2022, and 2) adoption of the proposed Springfield Airport Authority FY 2022 Tax Levy Ordinance for Taxes Received in Calendar 2022, seconded by Commissioner Haley and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Houston 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 5:02 p.m.

Frank J. Vala, Chair

R. Beverly Peters, Secretary

SPRINGFIELD AIRPORT AUTHORITY

Tuesday, July 20, 2021

REGULAR MEETING MINUTES

The regular meeting of the Board of Commissioners of the Springfield Airport Authority was called to order by Chair Vala at 5:03 p.m. on Tuesday, July 20, 2021, in the Conference Room at Abraham Lincoln Capital Airport.

PRESENT: Frank J. Vala, Chair
Elizabeth Delheimer, Commissioner
Teresa Haley, Commissioner
Dianne Hardwick, Commissioner
Mike Houston, Commissioner
Susan R. Shea, Commissioner
Mark Kinnaman, Treasurer*
R. Beverly Peters, Secretary
Jim Lestikow, Attorney
Mark Hanna, Executive Director
Ken Boyle, Deputy Executive Director
Roger Blickensderfer, Director of Facilities & Maintenance
* Attended via Conference Call

ABSENT: Tim Franke, Commissioner

VISITORS: Rob Waller, Hanson Engineers
Jeff Olson, Hanson Engineers

Chair Vala asked for a motion regarding the minutes of the Regular Meeting of June 15, 2021. Commissioner Shea made a motion to approve the minutes of the Regular Meeting of June 15, 2021, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays.

Chair Vala asked for a motion regarding the minutes of the Special Meeting of June 22, 2021. Commissioner Houston made a motion to approve the minutes of the Special Meeting of June 22, 2021, seconded by Commissioner Haley and carried with a roll call vote of 6 ayes/0 nays.

Treasurer Kinnaman gave the Treasurer's Report and Commissioner Houston presented the Finance Chair Report.

Commissioner Houston made a motion to authorize the Executive Director and legal counsel, where applicable, with the concurrence of the Authority Board Chair, to execute all grants and related documents during FY 2022, 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 Houston made a motion to authorize the Executive Director to transfer \$4,115,149 of the Operations & Maintenance 6/30/21 balance consisting of CARES Act and CRRSA funds to the OMC Reserve Fund. \$597,000 of the Operations and Maintenance 6/30/21 balance to Capital Improvement. \$160,509 of the Operations and Maintenance 6/30/21 balance to Workers' Compensation & PEB, and \$160,509 of the Operations and Maintenance 6/30/21 balance to the Debt Service Reserve Fund, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Houston made a motion to adopt the Springfield Airport Authority Budget and Appropriation Ordinance for FY 2022 and authorize the Board Chair to execute, seconded by Commissioner Haley and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Houston made a motion to adopt the Springfield Airport Authority FY 2022 Tax Levy Ordinance for Taxes Received in Calendar 2022 for the Authority's FY 2023, and authorize the Board Chair to execute, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays.

Commissioner Houston offered compliments to staff for receiving the Government Financial Officers Certificate of Achievement for Excellence in Financial Reporting Award for the 18th consecutive year.

Commissioner Delheimer reported that the Employee Policy Handbook has been reviewed and language has been updated in regard to the Americans with Disabilities Act. Commissioner Delheimer made a motion to approve the revised Employee Policy Handbook and authorize the Board Chair to sign, seconded by Commissioner Houston and carried with a roll call vote of 6 ayes/0 nays.

In the absence of Commissioner Franke, Commissioner Houston made a motion that the Springfield Airport Authority Board of Commissioners approves the renewal of its membership to Springfield-Sangamon Growth Alliance for the Authority's fiscal year 2022 in the amount of \$25,000, and that payments be made from non-aeronautical revenue sources in \$2,500 increments over a ten (10) month period, seconded by Commissioner Shea and carried with a roll call vote of 6 ayes/0 nays.

Chair Vala gave an update on the construction projects.

Commissioner Hardwick reported that enplanements had an increase of 16.44% year to date.

Commissioner Hardwick reported that fuel sales for the month of July were 115,406 gallons with revenue of \$14,556. Total gallons for fiscal year 2021 were down 22%. Revenue for the fiscal year was down 19% decrease.

Commissioner Shea reported that the Experimental Aircraft Association-Chapter 770 will sponsor Young Eagle Flights that offers free airplane rides for kids aged 8 through 17 on Saturday, August 14th.

Attorney Lestikow reported proposed changes to the Open Meetings Act Policy. Commissioner Houston made a motion to approve the revised Open Meetings Act Policy and authorize the Board Chair to sign, seconded by Commissioner Shea and carried with a roll call vote of 6 ayes/0 nays.

Executive Director Hanna reported that he recently attended an air service development conference, Routes America, where he was able to meet with our incumbent air carriers as well as several others, Mr. Hanna provided a brief report on the Essential Air Service (EAS) program and the impact on service at SPI, clarifying a number of misunderstandings. Mr. Hanna also attended the AAAE Annual Conference where discussions focused on air service development, international travel, environmental issues, FAA funding, and the administration of the various COVID-19 relief and recovery programs. Mr. Hanna reported a grant was received for \$16,000

through the CRRSA funds for concessionaire relief. Executive Director Hanna discussed an effort that was attempted in the spring of 2017 to bring together community leaders and large employers to develop air service. In an effort to resurrect this effort, Mr. Hanna met with some of these employers with the anticipation of meeting at least three times a year to exchange information and keep them informed on air service matters.

Commissioner Houston made a motion to adjourn the Regular Meeting, seconded by Commissioner Haley and carried with a roll call vote of 6 ayes/0 nays.

The meeting adjourned at 5:55 p.m.

Frank J. Vala, Chair

R. Beverly Peters, Secretary

SPRINGFIELD AIRPORT AUTHORITY

Tuesday, July 20, 2021

ANNUAL MEETING MINUTES

The Annual Meeting of the Board of Commissioners of the Springfield Airport Authority was called to order by Chair Vala at 5:57 p.m. on Tuesday, July 20, 2021, in the Conference Room at Abraham Lincoln Capital Airport.

PRESENT: Frank J. Vala, Chair
Elizabeth Delheimer, Commissioner
Teresa Haley, Commissioner
Dianne Hardwick, Commissioner
Mike Houston, Commissioner
Susan R. Shea, Commissioner
Mark Kinnaman, Treasurer*
R. Beverly Peters, Secretary
Jim Lestikow, Attorney
Mark Hanna, Executive Director
Ken Boyle, Deputy Executive Director
Roger Blickensderfer, Director of Facilities & Maintenance
* Attended via Conference Call

ABSENT: Tim Franke, Commissioner

VISITORS: Rob Waller, Hanson Engineers
Jeff Olson, Hanson Engineers

Commissioner Houston made a motion to nominate James Lestikow as Acting Chair, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays.

Acting Chair Lestikow asked for a nomination for Acting Secretary. Commissioner Shea made a motion to nominate R. Beverly Peters as Acting Secretary, seconded by Commissioner Delheimer and carried with a roll call vote of 6 ayes/0 nays.

Acting Chair Lestikow called for nominations for Chair of the Board. Commissioner Houston nominated Frank Vala as the Chair, seconded by Commissioner Shea. A motion was made by Commissioner Shea to close the nominations for Chair of the Board, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays. Commissioner Shea

recommended electing Frank Vala as Chair by unanimous acclamation. Frank Vala was then elected Chair by unanimous acclamation.

Chair Vala nominated Commissioner Mike Houston as the Vice Chair, seconded by Commissioner Haley. A motion was made by Chair Vala to close the nominations for Vice Chair, seconded by Commissioner Delheimer and carried with a roll call vote of 6 ayes/0 nays. Chair Vala recommended electing Mike Houston as Vice Chair by unanimous acclamation. Mike Houston was then elected Vice Chair by unanimous acclamation.

Chair Vala asked for nominations for Secretary. Commissioner Delheimer nominated R. Beverly Peters as the Secretary, seconded by Commissioner Shea. Commissioner Shea made a motion to close the nominations for Secretary, seconded by Commissioner Hardwick and carried with a roll call vote of 6 ayes/0 nays. Commissioner Delheimer recommended electing R. Beverly Peters as Secretary by unanimous acclamation. R. Beverly Peters was then elected Secretary by unanimous acclamation.

Chair Vala asked for a motion to retain the Board's current Treasurer, Mark Kinnaman, moved by Commissioner Houston, seconded by Commissioner Haley. Chair Vala made a motion to close the nominations for Treasurer, seconded by Commissioner Haley and carried with a roll call vote of 6 ayes/0 nays. Chair Vala recommended electing Mark Kinnaman as Treasurer by unanimous acclamation. Mark Kinnaman was then elected Treasurer by unanimous acclamation.

Chair Vala asked for a motion to adopt the Resolution Respecting Deposit and Withdrawal of Funds of the Springfield Airport Authority in Springfield Financial Institutions by authorized individuals as presented to the Board, moved by Commissioner Houston, seconded by Commissioner Haley and carried with a roll call vote of 6 ayes/0 nays.

With no further business to come before the Board, Commissioner Houston made a motion to adjourn the Annual Meeting, seconded by Commissioner Shea and carried with a roll vote of 6 ayes/0 nays. The meeting adjourned at 6:04 p.m.

Frank J. Vala, Chair

R. Beverly Peters, Secretary