

Access, Public

From: John Redlingshafer <JRedlingshafer@heyloyster.com>
Sent: Monday, April 04, 2016 4:32 PM
To: Access, Public; Jones, Joshua
Cc: Lynnette Hindman
Subject: CIRA Response to Request for Review 2016 PAC 40774 [HRVA-HRVA.FID1144655]
Attachments: Response to Request for Review 2016 PAC 40774.pdf

Mr. Jones:

Attached please find the Central Illinois Regional Airport's response to the above request for review. As you will see, there are exhibits cited in the response, but out of an abundance of caution, those exhibits will be sent by separate email in case the attachment sizes are too large for one email.

I would kindly ask that you confirm receipt of both emails at your convenience. Please do not hesitate to contact me with any questions or concerns.

Thank you for your continued professionalism in this matter.

Best,
John

John Redlingshafer

Attorney

Heyl, Royster, Voelker & Allen


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April 4, 2016

Via electronic mail – Paccess@atg.state.il.us and jjones@atg.state.il.us

Mr. Josh Jones
Supervising Attorney
Public Access Bureau
Office of the Attorney General
100 W. Randolph Street
Chicago, Illinois 60601



HEYL ••••
ROYSTER

IN RE: OMA Request for Review – 2016 PAC 40774

Dear Mr. Jones:

Our firm represents the Bloomington-Normal Airport Authority (BNAA), which has responsibility for the Central Illinois Regional Airport (CIRA). Please accept this as CIRA's response to the above Request for Review pursuant to 5 ILCS 120/3.5. CIRA takes the Request very seriously, and wishes to address each issue as fully as possible. Should you require additional information, please do not hesitate to contact the undersigned.

- 1) Is CIRA's website maintained by full-time Airport staff?

CIRA confirms it has a website, located at www.cira.com. While it does not have full-time information technology staff, the Airport Authority has a small number of staff members who share this responsibility to do their best to keep the site updated. However, there are technical limitations that CIRA is currently addressing and is more than willing to explain its latest efforts.

While the website has basic information related to airport operations, our client advises the website is currently running off of a computer with an outdated operating system. Further, the software used to update the website is sixteen (16) years old and has not been supported for quite some time.

These concerns have been brought to the attention of the BNAA Board, which is committed to working with staff to prepare the necessary Request for Proposal (RFP) for developing a new website and any related hosting needs. This concern can be

traced back to at least June 2015, when initial considerations for an RFP for the website began. See Regular Meeting Minutes of BNAA Board of Commissioners, June 11, 2015, p. 5 (under "B. Deputy Director of Marketing"), attached as Exhibit A. Building upon these initial discussions, staff has prepared an RFP and the Board recently voted to tentatively approve \$50,000.00 in the coming year's capital budget (eff. May 1, 2016) to fund the development and introduction of a new website. See proposed capital budget, attached as Exhibit B. The vote on the budget ordinance will occur during the May Board meeting in accordance with the Illinois Airport Authorities Act.



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Our client has already undertaken serious research and learned of the countless possibilities for a website, and it has done so with a careful eye toward being responsible stewards of taxpayer dollars on a final decision.

The present plan is for CIRA to develop a "Governmental" or "Transparency" portal on a new website by the end of 2016, depending on the amount of interest generated by the RFP. Our client is committed to having this portal comply with the Open Meetings Act and the Freedom of Information Act, including, and most important to this Request for Review, posting meeting notices, agendas, and minutes, and any other documents required by these laws. This is especially true in light of the unique and ever-increasing security features for an airport (as more fully explained below).

2) Has CIRA posted a schedule of its regular meetings for the year?

While our client is committed to upgrading its online presence, it also takes this opportunity to explain its existing efforts to comply with the Open Meetings Act.

CIRA already publically posts its notices and/or agendas for its monthly board meetings and any committee meetings. All such notices, agendas, and its annual schedule of meetings are posted on the airport grounds at the BNAA office. While it is uncommon to have a large crowd for the meetings, our client confirms that a representative from the League of Women Voters attends regularly, as do various tenants of the airport because of the notices and agendas posted.

CIRA also faxes or emails the notices/agendas at least forty-eight (48) hours in advance to anyone who has requested them, including those who have made requests in the past but fail to do so on an annual basis. Examples of such facsimile transaction reports for 2015 and 2016 are included with this response as Group Exhibit C.

OMA Request for Review – 2016 PAC 40774

April 4, 2016

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Further still, CIRA provides minutes of these meetings (once approved) to the Town of Normal, City of Bloomington, McLean County, the Bloomington Pantagraph newspaper, and any other entities or individuals who have requested them. CIRA is certainly willing to provide them to the requester at issue here should she so desire.

Our client is also very aware of its obligation to adopt an annual schedule of meetings and typically approves a schedule for the following year during its October Board meetings. A copy of the annual schedule (and related minutes from the October 2015 Board meeting) is attached hereto as Exhibit D.



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All Board notices, agendas, and its annual schedule of meetings are not only provided as outlined above, but are publicly posted at the "principal office" of the BNAA, which is located on the grounds of CIRA within the terminal building, but outside of the security checkpoint. Specifically, these documents are posted on the wall in the center of the office's lobby, which is open daily to the public from 7:00-30am to 6:00pm.

As you can imagine, for numerous security reasons, the office must remain locked when it is closed, and the same is true for the entire terminal building, which is secured from 12:00am to 4:00am daily (a time during which no flights are coming in/out of CIRA). Securing and protecting every square inch of an airport (especially when it is closed) is required by countless Federal Aviation Administration and other regulations, and CIRA regrettably understands these regulations and obligations impact the availability of its various public postings. Indeed, these regulations put the availability of CIRA public postings for 48 continuous hours "outside of [CIRA's] control" under 5 ILCS 120/2.02(c), but please understand that providing a safe airport is a responsibility CIRA takes very seriously.

Despite the above, CIRA is doing its best to make all postings available to the public for as long as possible before any meeting occurs. At no time has it ever done anything willfully or intentionally to avoid its obligations under the law. It remains committed to balancing transparency with the safety of the public. If you have recommendations on how to better make these postings available, CIRA is certainly willing to work with your office on doing so.

CIRA hopes this Response addresses all of your office's concerns, but is very willing to address any further comments and questions. It remains committed to being as transparent as possible, and is excited at the possibility of providing greater access to the public once its new website has been completed.

OMA Request for Review – 2016 PAC 40774
April 4, 2016
Page 4

Very truly yours,

HEYL, ROYSTER, VOELKER & ALLEN

BY:


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HEYL
ROYSTER

cc.: *via electronic mail* – Lynnette Hindman, Lynnette@cira.com

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Access, Public

From: John Redlingshafer <JRedlingshafer@heyloyster.com>
Sent: Monday, April 04, 2016 4:34 PM
To: Access, Public; Jones, Joshua
Cc: Lynnette Hindman
Subject: CIRA Response to Request for Review 2016 PAC 40774 [HRVA-HRVA.FID1144655]
Attachments: Exhibit A to PAC Response.pdf; Exhibit B to PAC Response.pdf; Exhibit C to PAC Response Part I.pdf; Exhibit C to PAC Response Part II.pdf; Exhibit D to PAC Response.pdf

Mr. Jones:

As indicated on my prior email, attached please find the exhibits to the Central Illinois Regional Airport's response to the above request for review.

Best,
John

John Redlingshafer

Attorney

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TRANSACTION REPORT

MAR/04/2016/FRI 05:46 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	MAR/04	05:34PM	WJBC/WBNQ Radio	0:00:58	1	MEMORY OK	ECM 4094
002		05:35PM	Pantagraph	0:00:15	1	MEMORY OK	SG3 4094
003		05:36PM	WEEK TV	0:00:35	1	MEMORY OK	G3 4094
004		05:36PM	TV 10 News			MEMORY NO RESPONSE	4094
005		05:38PM	WIHN	0:00:18	1	MEMORY OK	SG3 4094
006		05:39PM	WMBD TV	0:00:26	1	MEMORY OK	ECM 4094
007		05:40PM	WGLT	0:00:18	1	MEMORY OK	SG3 4094
008		05:40PM	WCIA Television	0:00:21	1	MEMORY OK	SG3 4094
009		05:41PM	State Journal Register	0:00:29	1	MEMORY OK	G3 4094
010		05:42PM	McLean County	0:00:33	1	MEMORY OK	ECM 4094
011		05:43PM	Image Air	0:00:25	1	MEMORY OK	ECM 4094
012		05:44PM	City of Bloomington	0:00:19	1	MEMORY OK	SG3 4094
TOTAL				0:04:57	11		

TRANSACTION REPORT

MAR/04/2016/FRI 05:46 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
TUESDAY, MARCH 8, 2016**

4:30 p.m.

AGENDA

- I. CALL TO ORDER**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF FEBRUARY BOARD MEETING MINUTES**
- IV. OLD BUSINESS**
- V. COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VI. NEW BUSINESS**
 - A. Approval of February Financial Statements
 - B. Authorize Renewal of Line of Credit with Northern Trust Related to the Series 2012 Variable Rate Bonds
 - C. Approval of Tentative Budget Materials for Fiscal Year 2016
- VII. STAFF REPORTS**
 - A. Executive Director
 - B. Deputy Director of Marketing

TRANSACTION REPORT

FEB/09/2016/TUE 06:06 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	FEB/09	05:52PM	WJBC/WBNQ Radio	0:01:06	2	MEMORY OK	ECM 3988
002		05:53PM	Pantagraph	0:00:25	2	MEMORY OK	SG3 3988
003		05:54PM	WEEK TV	0:00:45	2	MEMORY OK	G3 3988
004		05:55PM	TV 10 News			MEMORY NO RESPONSE	3988
005		05:57PM	WIHN	0:00:24	2	MEMORY OK	SG3 3988
006		05:58PM	WMBD TV	0:00:33	2	MEMORY OK	ECM 3988
007		05:59PM	WGLT	0:00:27	2	MEMORY OK	SG3 3988
008		06:00PM	WCIA Television	0:00:27	2	MEMORY OK	SG3 3988
009		06:01PM	State Journal Register	0:01:26	2	MEMORY OK	G3 3988
010		06:03PM	McLean County	0:00:37	2	MEMORY OK	SG3 3988
011		06:04PM	Image Air	0:00:33	2	MEMORY OK	ECM 3988
012		06:05PM	City of Bloomington	0:00:24	2	MEMORY OK	SG3 3988
TOTAL				0:07:07	22		

TRANSACTION REPORT

FEB/09/2016/TUE 06:06 PM

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**Central Illinois
Regional Airport**
— at Bloomington-Normal

February 9, 2016

NOTICE

The Audit/Finance Committee of the Bloomington-Normal Airport Authority will meet Friday, February 12, 2016 at 8:00 a.m. The purpose of the meeting is to review and recommend the FY17 budget, approve previous meeting minutes and any other business which may arise. The meeting will be held in the Airport Authority's board room. The board room is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director

TRANSACTION REPORT

FEB/05/2016/FRI 04:35 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	FEB/05	04:22PM	WJBC/WBNQ Radio	0:00:36	1	MEMORY OK	ECM 3978
002		04:23PM	Pantagraph	0:00:35	1	MEMORY OK	ECM 3978
003		04:24PM	WEEK TV	0:00:34	1	MEMORY OK	G3 3978
004		04:25PM	TV 10 News			MEMORY NO RESPONSE	3978
005		04:26PM	WIHN	0:00:19	1	MEMORY OK	SG3 3978
006		04:27PM	WMBD TV	0:00:24	1	MEMORY OK	ECM 3978
007		04:28PM	WGLT	0:00:20	1	MEMORY OK	SG3 3978
008		04:29PM	WCIA Television	0:00:20	1	MEMORY OK	SG3 3978
009		04:30PM	State Journal Register	0:01:02	1	MEMORY OK	G3 3978
010		04:32PM	McLean County	0:00:27	1	MEMORY OK	SG3 3978
011		04:32PM	Image Air	0:00:25	1	MEMORY OK	ECM 3978
012		04:33PM	City of Bloomington	0:00:17	1	MEMORY OK	SG3 3978
TOTAL				0:05:19	11		

TRANSACTION REPORT

FEB/05/2016/FRI 04:35 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
TUESDAY, FEBRUARY 9, 2016
4:30 p.m.**

AGENDA

- I. CALL TO ORDER**

- II. PUBLIC COMMENTS**

- III. APPROVAL OF JANUARY BOARD MEETING MINUTES**

- IV. OLD BUSINESS**

- V. COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee

- VI. NEW BUSINESS**
 - A. Approval of January Financial Statements
 - B. Authorize Execution of First Amendment to Settlement Agreement with State Farm Automobile Insurance Company

- VII. STAFF REPORTS**
 - A. Executive Director
 - B. Deputy Director of Operations and Facilities

TRANSACTION REPORT

JAN/27/2016/WED 11:07 AM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	JAN/27	10:53AM	WJBC/WBNQ Radio	0:01:07	2	MEMORY OK	ECM 3934
002		10:55AM	Pantagraph	0:00:33	2	MEMORY OK	ECM 3934
003		10:56AM	WEEK TV	0:00:47	2	MEMORY OK	G3 3934
004		10:57AM	TV 10 News			MEMORY NO RESPONSE	3934
005		10:58AM	WIHN	0:00:25	2	MEMORY OK	SG3 3934
006		10:59AM	WMBD TV	0:00:34	2	MEMORY OK	ECM 3934
007		11:00AM	WGLT	0:00:26	2	MEMORY OK	SG3 3934
008		11:01AM	WCIA Television	0:00:36	2	MEMORY OK	SG3 3934
009		11:02AM	State Journal Register	0:00:43	2	MEMORY OK	G3 3934
010		11:03AM	McLean County	0:00:37	2	MEMORY OK	SG3 3934
011		11:05AM	Image Air	0:00:33	2	MEMORY OK	ECM 3934
012		11:06AM	City of Bloomington	0:00:25	2	MEMORY OK	SG3 3934
TOTAL				0:06:46	22		

TRANSACTION REPORT

JAN/27/2016/WED 11:07 AM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
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January 27, 2016

NOTICE

The Personnel Committee of the Bloomington-Normal Airport Authority will meet Friday, January 29, 2016 at noon. The purpose of the meeting is to approve previous meeting minutes, an Executive Session to discuss a personnel matter and other business which may arise. The meeting will be held in the Airport Authority's boardroom. The boardroom is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director

TRANSACTION REPORT

JAN/08/2016/FRI 04:33 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	JAN/08	04:16PM	WJBC/WBNQ Radio	0:01:00	1	MEMORY OK	ECM 3874
002		04:18PM	Pantagraph	0:00:16	1	MEMORY OK	SG3 3874
003		04:18PM	WEEK TV	0:00:36	1	MEMORY OK	G3 3874
004		04:19PM	TV 10 News			MEMORY NO RESPONSE	3874
005		04:20PM	WIHN	0:01:07	1	MEMORY OK	ECM 3874
006		04:22PM	WMBD TV	0:00:25	1	MEMORY OK	ECM 3874
007		04:22PM	WGLT	0:00:20	1	MEMORY OK	SG3 3874
008		04:23PM	WCIA Television			MEMORY BUSY	3874
009		04:24PM	State Journal Register	0:00:30	1	MEMORY OK	G3 3874
010		04:25PM	McLean County	0:00:33	1	MEMORY OK	ECM 3874
011		04:26PM	Image Air	0:00:25	1	MEMORY OK	ECM 3874
012		04:27PM	City of Bloomington	0:00:18	1	MEMORY OK	SG3 3874
TOTAL				0:05:30	10		

TRANSACTION REPORT

JAN/08/2016/FRI 04:33 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
TUESDAY, JANUARY 12, 2016
4:30 p.m.**

AGENDA

- I. CALL TO ORDER**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF DECEMBER BOARD MEETING MINUTES**
- IV. OLD BUSINESS**
- V. COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VI. NEW BUSINESS**
 - A. Approval of December Financial Statements
 - B. Authorize Amendment to Professional Services Agreement
 - C. Authorize Professional Services Agreement with Crawford, Murphy, and Tilly, Inc.
 - D. Authorize Renewal of Employment Agreement for Executive Director
- VII. STAFF REPORTS**
 - A. Executive Director
 - B. Deputy Director of Security and Special Projects

**BLOOMINGTON – NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, JUNE 11, 2015
4:30 PM**

I. CALL TO ORDER

Vice Chairman Allen called the meeting to order at 4:32 p.m. Commissioners Kannaday, Whisman, and Sender were present. Commissioners Hanson, Bock and Chairman Colee were absent. A quorum was acknowledged.

II. PUBLIC COMMENTS

Steve Schmidt was present to update the Board on the Museum. This Sunday, June 14th is Fun Day at the Airport with plenty of activities and exhibits. The blue trailer will also be moved as soon as the ground firms up and the trailer can be towed out. The first open cockpit day is scheduled for next Saturday, June 20th.

III. APPROVAL OF MAY BOARD MEETING MINUTES

Commissioner Sender made a motion to approve the May meeting minutes. The motion was seconded by Commissioner Whisman and upon a unanimous vote, the motion carried.

IV. OLD BUSINESS

V. COMMITTEE REPORTS

- A. Audit/Finance Committee – No reason to meet, no report
- B. General Aviation Committee – The GA Committee met on June 4 to discuss the proposal from Dumont Aviation. That item will be covered later on the agenda.
- C. Personnel Committee – No reason to meet, no report.
- D. Public Policy Committee – No reason to meet, no report.

VI. NEW BUSINESS

- A. Approve Consent to Assign Image Jet Center, LLC Ground Lease – In the spring of 2012 Heartland Bank approached the Airport Authority with a request to assign the ground lease

associated with the former Platinum Aviation hangar to a perspective new building owner, Image Jet Center, LLC. As a part of approving this assignment the Board also allowed the term to be extended through 2047.

At this time the owners of Image Jet Center, LLC have now approached the Airport Authority with a request to assign the ground lease to Dumont Group Properties III LLC as a part of their selling the facility to Dumont. The existing terms/conditions would remain the same as currently presented. It was noted that once the ground lease is assigned to Dumont, they are responsible for the payments on the lease, even if their business plan doesn't work out. As with the other parties in the past, should Dumont wish to leave, they would have the ability to ask for the airport's consent to assign the ground lease to another party.

Commissioner Kannaday made a motion to approve the assignment of the current restated ground lease between the Airport Authority and Image Jet Center LLC to Dumont Group Properties III, LLC and that airport Staff and legal counsel are authorized to refine and execute the required documents as needed to effect the assignment. The motion was seconded by Commissioner Whisman and upon a unanimous vote, the motion carried.

- B. Approve Award of Commercial Aviation Operating Privileges to Dumont Aviation** – In late 2014, Staff was contacted by an aviation business brokerage firm that explained they had been retained by the owners of Image Jet Center, LLC facility to identify and coordinate the sale of the building. A prospective buyer, Dumont Aviation, made a site visit on February 4, 2015. This was Staff's opportunity to introduce the general practices of operating a commercial aviation service at CIRA along with the Airport Authority's requirements and what types of schedules would have to be considered. Since the visit on February 4th, Dumont Aviation has submitted their minimum standards application to provide commercial aviation operating privileges at CIRA.

After a review of their application and business plan and a meeting with the GA Committee it was determined that Dumont met the minimum standards for providing commercial aviation operating privileges. Dumont currently holds an FAA issued Part 145 Repair Station License and a Part 135 Air Taxi/Charter Certificate for their operation in Wilmington Delaware.

Kevin Wargo and Dan Piraino from Dumont were present at the Board meeting to talk further about their plans for CIRA and to answer any questions the Board may have. Mr. Wargo explained that by coming to CIRA it would allow Dumont to expand their maintenance business and allow them to support the Chicago, Indianapolis and the middle of the US region with their charter fleet. Dumont is also working to reenter the 30 seat on demand charter market with regional aircraft. Those aircraft will be based at CIRA and primarily they will principally serve NCAA team charters as well as larger corporate customers. Their company has grown from 3 employees, just over three years ago to more than 85 currently. They anticipate hiring 10 to 12 new positions at CIRA in the first 6 months and they have plans to create just about as big of a facility/operation as they have in Delaware. They also reported they will begin working with the FAA to establish a standalone Part 145 Repair Station License for their location at CIRA.

During their presentation, both Mr. Wargo and Mr. Piraino commented their business plan calls for Dumont to introduce new business to CIRA by expanding the services beyond which is currently being attracted.

Commissioner Sender inquired if there was any concerns with the ramp parking that was described in Dumont's business plan. Carl explained that conversations have been had with Dumont that sufficient area is available for them to use, but there will be no preferential or exclusive use arrangement for Dumont. Carl explained the entire apron area is common use and open to all aircraft operators. Carl also explained that Dumont had been advised, and concurred, with how the Airport Authority manages/coordinates this area.

It was explained at this time that Dumont does not meet the minimum standards for commercial fueling. They are free to come back to the Board for approval once they have met the minimum standards. They are however, free to do their own fueling in their own aircraft. The FAA requires airports to allow aircraft owners to self fuel their own airplane with their own fuel and their own staff.

Commissioner Kannaday inquired if Dumont would be discontinuing any services in Delaware with the opening of the Bloomington location. Kevin Wargo responded their CIRA presence would be in addition to their ongoing activities in Wilmington. Commissioner Kannaday also inquired about Dumont's future plans and if they envision opening other sites. Mr. Wargo advised that Dumont was also looking to expand into other markets as well, including the southern and western portions of the U.S.

Commissioner Allen reported that the GA Committee did have a very long discussion with Dumont on June 4th. The Committee was very pleased with their detailed business plan and at the conclusion of the meeting, recommended that the plan be brought to the full board. The type of market sectors that Dumont is interested in and heavily involved in, is really not the same general aviation market sector that the current 2 operators are as involved in. This is a diversification of general aviation services at CIRA.

Commissioner Sender made a motion to approve the awarding of commercial aviation operating privileges to Dumont Group Properties III LLC to provide; aircraft sales, aircraft maintenance, aircraft management, aircraft charter services, hangar service, and aircraft parts and avionics sales/service in accordance with their minimum standards application. The motion was seconded by Commissioner Kannaday and upon a unanimous vote, the motion carried.

- C. **Approval of May Financial Statements** – Commissioner Sender noted that the investment report and the bond summary were very helpful. He also inquired about the 2 delinquent accounts. Carl noted that there is considerable progress being made on the first account and that Staff will have to consult legal counsel on how to proceed with the 2nd account.

Commissioner Sender made a motion to approve the May Financial Statements. The motion was seconded by Commissioner Whisman and upon a unanimous vote the motion carried.

- D. **Adopt Ordinance No. 177-15, The Annual Tax Levy for CY2015** – Pursuant to the Illinois Airport Authorities Act, the airport is to adopt their annual tax levy on or before the 2nd Tuesday in August. This tax levy will generate tax revenue in calendar year 2016 that will be programmed into the FY2017 budget. For the 52nd year, there is no increase in the corporate tax rate. It remains at 4 cents per \$100 of assessed value. A public hearing was not needed as the levy didn't increase more than 5%. Commissioner Whisman made a motion to adopt Ordinance No. 177-15 the annual tax levy for CY2015. The motion was seconded by Commissioner Kannaday and upon a roll call vote; Commissioner Kannaday, - aye, Commissioner Hanson -

absent, Commissioner Whisman - aye, Commissioner Bock - absent, Commissioner Sender, aye, Commissioner Colee - absent, Vice-Chairman Allen - aye, the motion carried.

- E. **Adopt Ordinance No. 178-15, The Prevailing Wage Rate for FY2016** - Commissioner Sender made a motion to adopt Ordinance No. 178-15, the Prevailing Wage Rate for FY2016. The motion was seconded by Commissioner Whisman and upon a unanimous vote the motion carried.
- F. **Approve Amendment to Professional Services Agreement with Crawford, Murphy, and Tilly, Inc.** - In 2011 the Airport Authority approved a professional services agreement with Crawford, Murphy & Tilly Inc., the airport's engineering firm, for just under \$65,000.00 to do the design/bid services for the passenger boarding bridges. In the process of completing this work CMT was asked to take on some additional tasks, related to relocating and redesigning some airline communication and data lines at the gate counters; modifying the building's electrical system to accommodate the specific utility draws of the boarding bridges and to change door hardware/access control system to match the package with what is currently being used in the building. As a result of this additional work, CMT incurred an additional cost of \$20,400. As such, CMT has requested an amendment to their contract to reimburse them for these additional expenses. The IDA and the FAA have previously approved this change which will be 90% reimbursable from the FAA.

Commissioner Kannaday made a motion to authorize the execution of a contract amendment to CMT as presented for the additional cost of \$20,400. The motion was seconded by Commissioner Whisman and upon a unanimous vote the motion carried.

VII. STAFF REPORTS

- A. **Executive Director's Report** - Carl reported that about 2 weeks ago, CIRA was proud to host Congressman Rodney Davis on his aviation listening tour. It was very well attended with representation from general aviation, corporate aviation, insurance, agriculture, the airport and even education. The topics were FAA reauthorization and UAS (unmanned aerial systems), as their use pertains to insurance companies as well as in agriculture.

Earlier in the week, Carl traveled to Washington DC and had the opportunity to meet with the staff of the 18th Congressional district. He also had a chance to meet with Congressman Kinzinger's staff and Congressman Davis's staff, as well as the Congressman. Several topics were covered, including but not limited to FAA Reauthorization and continued FAA funding for the contract tower program.

CIRA also hosted senior officials from the FAA's Chicago ADO office earlier in the week, along with top officials from IDA. It was a positive meeting with a tour of the airport.

A solution has been identified for the software issue with the new CBIS project. All parties are reviewing the solution to make sure that it doesn't cause any further problems down the line. At this point in time, there isn't a time set for when the solution can be implemented.

- B. Deputy Director of Marketing – Fran Strebing was present to update the board on marketing efforts and industry news. May traffic was a little light due to the fact that summer travel hasn't begun yet. Allegiant's still had good results for both routes. American and Delta are doing well. The Detroit market is a little weak but Delta is still pleased with the route and things are looking good. The upgrading of Delta aircraft/seats remains very fluid with some measured increase in capacity for the peak summer months expected. Overall, seat capacity is down May over May due to the loss of Frontier and the Minneapolis flight only being 5 days a week instead of 7.

Fran and Carl went to the Allegiant conference in April and one of the specific messages from the CEO was that "cost control at your airport will directly affect service from Allegiant." So the ability for CIRA to maintain costs is very important. Allegiant is growing in all kinds of markets from small to big. Conversations are ongoing with the incumbent airlines and Staff continues to look for new opportunities.

The marketing message has been summer vacations. Still using local radio and in other markets. That message will soon shift to planning fall trips and will be geared toward those markets that are losing Orlando service for the fall.

The RFP for the website has begun. The goal is to have it on the street by July 15th and a target date of December 1 for a new updated website.

Working off the McLean County Disaster Council group a Public Information Officer group has started. That group met earlier this month to do a table top exercise. The group is modeled after a group that actually was formed over in Peoria that handled the Washington Tornado disaster.

IX. ADJOURNMENT

There being no other business to come before the Board, upon a motion being made, seconded and approved, the June 11, 2015 meeting of the Bloomington-Normal Airport Authority adjourned at 5:32 p.m.

Alan Smore
Secretary

JULY 9 2015
Date

TRANSACTION REPORT

DEC/08/2015/TUE 04:11 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	DEC/08	03:57PM	WJBC/WBNQ Radio	0:01:03	2	MEMORY OK	ECM 3754
002		03:59PM	Pantagraph	0:00:19	2	MEMORY OK	SG3 3754
003		03:59PM	WEEK TV	0:00:42	2	MEMORY OK	G3 3754
004		04:00PM	TV 10 News			MEMORY NO RESPONSE	3754
005		04:02PM	WIHN	0:00:22	2	MEMORY OK	SG3 3754
006		04:03PM	WMBD TV	0:00:35	2	MEMORY OK	ECM 3754
007		04:04PM	WGLT	0:00:25	2	MEMORY OK	SG3 3754
008		04:05PM	WCIA Television	0:00:28	2	MEMORY OK	SG3 3754
009		04:06PM	State Journal Register	0:00:59	2	MEMORY OK	G3 3754
010		04:07PM	McLean County	0:00:34	2	MEMORY OK	SG3 3754
011		04:08PM	Image Air	0:00:29	2	MEMORY OK	ECM 3754
012		04:09PM	City of Bloomington	0:00:21	2	MEMORY OK	SG3 3754
TOTAL				0:06:17	22		

TRANSACTION REPORT

DEC/08/2015/TUE 04:11 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, DECEMBER 10, 2015
4:30 P.M.**

AGENDA

- I. CALL TO ORDER**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF NOVEMBER BOARD MEETING MINUTES**
- IV. OLD BUSINESS**
- V. COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VI. NEW BUSINESS**
 - A. Approval of November Financial Statements
 - B. Adopt Ordinance No. 182-15 and 183-15, Ordinances Authorizing the Abatement of Taxes Related to the Series 2009 and 2011 Sale of General Obligation Bonds
- VII. STAFF REPORTS**
 - A. Executive Director
 - B. Deputy Director of Marketing

TRANSACTION REPORT

DEC/01/2015/TUE 10:25 AM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	DEC/01	10:16AM	WJBC/WBNQ Radio	0:00:23	1	MEMORY OK	ECM 3719
002		10:17AM	WEEK TV	0:00:33	1	MEMORY OK	G3 3719
003		10:18AM	WIHN	0:00:18	1	MEMORY OK	SG3 3719
004		10:19AM	WGLT	0:00:19	1	MEMORY OK	SG3 3719
005		10:19AM	Pantagraph	0:00:15	1	MEMORY OK	SG3 3719
006		10:20AM	TV 10 News			MEMORY NO RESPONSE	3719
007		10:21AM	WMBD TV	0:00:23	1	MEMORY OK	ECM 3719
008		10:22AM	WCIA Television	0:00:19	1	MEMORY OK	SG3 3719
TOTAL				0:02:30	7		

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

December 1, 2015

NOTICE

The Bloomington Normal Airport Authority will hold a special meeting on Thursday, December 3 at 11:30 AM. The purpose of the meeting is to go into Executive Session to discuss a personnel matter and other business which may arise. The meeting will be held in the Airport Authority's boardroom. The boardroom is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director

TRANSACTION REPORT

DEC/01/2015/TUE 10:39 AM

FAX(TX)

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	DEC/01	10:35AM	TV 10 News			MEMORY NO RESPONSE	3720

THE FOLLOWING DATA COULD NOT BE SENT.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

December 1, 2015

NOTICE

The Bloomington Normal Airport Authority will hold a special meeting on Thursday, December 3 at 11:30 AM. The purpose of the meeting is to go into Executive Session to discuss a personnel matter and other business which may arise. The meeting will be held in the Airport Authority's boardroom. The boardroom is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director

TRANSACTION REPORT

NOV/10/2015/TUE 04:27 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	NOV/10	04:15PM	WJBC/WBNQ Radio	0:00:20	1	MEMORY OK	SG3 3655
002		04:16PM	Pantagraph	0:00:15	1	MEMORY OK	SG3 3655
003		04:17PM	WEEK TV	0:00:34	1	MEMORY OK	G3 3655
004		04:17PM	TV 10 News			MEMORY NO RESPONSE	3655
005		04:19PM	WIHN	0:00:18	1	MEMORY OK	SG3 3655
006		04:20PM	WMBD TV	0:00:25	1	MEMORY OK	ECM 3655
007		04:20PM	WGLT	0:00:25	1	MEMORY OK	SG3 3655
008		04:21PM	WCIA Television	0:00:27	1	MEMORY OK	G3 3655
009		04:22PM	State Journal Register	0:00:29	1	MEMORY OK	SG3 3655
010		04:23PM	McLean County	0:00:26	1	MEMORY OK	ECM 3655
011		04:24PM	Image Air	0:00:25	1	MEMORY OK	SG3 3655
012		04:25PM	City of Bloomington	0:00:17	1	MEMORY OK	SG3 3655
TOTAL				0:04:21	11		

TRANSACTION REPORT

NOV/10/2015/TUE 04:27 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, NOVEMBER 12, 2015
4:30 PM**

AGENDA

- I. **CALL TO ORDER**
- II. **PUBLIC COMMENTS**
- III. **APPROVAL OF OCTOBER BOARD MEETING MINUTES**
- IV. **OLD BUSINESS**
- V. **COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VI. **NEW BUSINESS**
 - A. Approval of October Financial Statements
 - B. Authorize Award of Airport Insurance Agreements
 - C. Authorize Revisions to Transportation Improvement Program for CY 2016-2021
- VII. **STAFF REPORTS**
 - A. Executive Director
 - B. Deputy Director of Operations and Facilities

TRANSACTION REPORT

OCT/23/2015/FRI 04:27 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	OCT/23	04:13PM	WJBC/WBNQ Radio	0:01:06	2	MEMORY OK	ECM 3564
002		04:14PM	Pantagraph	0:00:21	2	MEMORY OK	SG3 3564
003		04:15PM	WEEK TV	0:00:46	2	MEMORY OK	G3 3564
004		04:16PM	TV 10 News			MEMORY NO RESPONSE	3564
005		04:17PM	WIHN			MEMORY NO RESPONSE	3564
006		04:19PM	WMBD TV	0:00:34	2	MEMORY OK	ECM 3564
007		04:20PM	WGLT	0:00:29	2	MEMORY OK	SG3 3564
008		04:20PM	WCIA Television	0:00:27	2	MEMORY OK	SG3 3564
009		04:22PM	State Journal Register	0:00:43	2	MEMORY OK	G3 3564
010		04:23PM	McLean County	0:00:30	2	MEMORY OK	SG3 3564
011		04:24PM	Image Air	0:00:34	2	MEMORY OK	ECM 3564
012		04:25PM	City of Bloomington	0:00:23	2	MEMORY OK	SG3 3564
TOTAL				0:05:53	20		

TRANSACTION REPORT

OCT/23/2015/FRI 04:27 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.



October 23, 2015

NOTICE

The Personnel Committee of the Bloomington-Normal Airport Authority will meet Monday, October 26th at 9:00 a.m. The purpose of the meeting is to approve previous meeting minutes, and other business which may arise. There will also be an Executive Session to discuss a personnel matter. The meeting will be held in the Airport Authority's boardroom. The boardroom is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director

TRANSACTION REPORT

SEP/21/2015/MON 05:46 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	SEP/21	05:32PM	WJBC/WBNO Radio	0:00:36	2	MEMORY OK	SG3 3397
002		05:32PM	Pantagraph	0:00:22	2	MEMORY OK	SG3 3397
003		05:33PM	WEEK TV 309-1698-2070 ✓			MEMORY NO RESPONSE	3397
004		05:34PM	TV 10 News 438-2452			MEMORY NO RESPONSE	3397
005		05:35PM	WIHN	0:00:24	2	MEMORY OK	SG3 3397
006		05:36PM	WMBD TV	0:00:36	2	MEMORY OK	ECM 3397
007		05:37PM	WGLT	0:00:26	2	MEMORY OK	SG3 3397
008		05:38PM	WCIA Television	0:00:22	2	MEMORY OK	SG3 3397
009		05:39PM	State Journal Register	217-778		MEMORY NO RESPONSE	3397
010		05:40PM	McLean County	0:00:38	2	MEMORY OK	SG3 3397
011		05:41PM	Image Air	0:00:35	2	MEMORY OK	ECM 3397
012		05:42PM	City of Bloomington	0:00:23	2	MEMORY OK	SG3 3397
TOTAL				0:04:22	18		

217-788-1551

TRANSACTION REPORT

SEP/21/2015/MON 05:46 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.



**Central Illinois
Regional Airport**
— at Bloomington-Normal

September 21, 2015

NOTICE

The General Aviation Committee of the Bloomington-Normal Airport Authority will meet Thursday, September 24, 2015 at 8:00 a.m. The purpose of the meeting is to approve prior meeting minutes, review, discuss, and make recommendation on further action on the proposed construction project for Synergy Flight Center and any other business which may arise. The meeting will be held in the Airport Authority's conference room. The conference room is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director

TRANSACTION REPORT

SEP/21/2015/MON 05:00 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	SEP/21	04:46PM	WJBC/WBNQ Radio	0:00:59	1	MEMORY OK	ECM 3395
002		04:47PM	Pentagraph	0:00:15	1	MEMORY OK	SG3 3395
003		04:48PM	WEEK TV			MEMORY NO RESPONSE	3395
004		04:49PM	TV 10 News			MEMORY NO RESPONSE	3395
005		04:50PM	WIHN	0:00:17	1	MEMORY OK	SG3 3395
006		04:51PM	WMBD TV	0:00:26	1	MEMORY OK	ECM 3395
007		04:52PM	WGLT	0:00:21	1	MEMORY OK	SG3 3395
008		04:53PM	WCIA Television	0:00:16	1	MEMORY OK	SG3 3395
009		04:53PM	State Journal Register			MEMORY NO RESPONSE	3395
010		04:54PM	McLean County	0:00:32	1	MEMORY OK	ECM 3395
011		04:55PM	Image Air	0:00:24	1	MEMORY OK	ECM 3395
012		04:56PM	City of Bloomington	0:00:15	1	MEMORY OK	SG3 3395
TOTAL				0:03:45	9		

TRANSACTION REPORT

SEP/21/2015/MON 05:00 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.



September 21, 2015

NOTICE

The General Aviation Committee meeting scheduled for 10:00 a.m. on September 22nd has been cancelled.

Carl G. Olson
Executive Director

TRANSACTION REPORT

SEP/18/2015/FRI 03:45 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	SEP/18	03:31PM	WJBC/WBNQ Radio	0:00:47	2	MEMORY OK	ECM 3389
002		03:32PM	Pantagraph	0:00:21	2	MEMORY OK	SG3 3389
003		03:33PM	WEEK TV	0:00:45	2	MEMORY OK	G3 3389
004		03:34PM	TV 10 News			MEMORY NO RESPONSE	3389
005		03:35PM	WIHN	0:00:23	2	MEMORY OK	SG3 3389
006		03:36PM	WMBD TV	0:00:36	2	MEMORY OK	ECM 3389
007		03:37PM	WGLT	0:00:29	2	MEMORY OK	SG3 3389
008		03:38PM	WCIA Television	0:00:22	2	MEMORY OK	SG3 3389
009		03:39PM	State Journal Register			MEMORY NO RESPONSE	3389
010		03:40PM	McLean County	0:00:31	2	MEMORY OK	SG3 3389
011		03:41PM	Image Air	0:00:35	2	MEMORY OK	ECM 3389
012		03:42PM	City of Bloomington	0:00:25	2	MEMORY OK	SG3 3389
TOTAL				0:05:14	20		

TRANSACTION REPORT

SEP/18/2015/FRI 03:45 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.



September 18, 2015

NOTICE

The General Aviation Committee of the Bloomington-Normal Airport Authority will meet Tuesday, September 22, 2015 at 10:00 a.m. The purpose of the meeting is to approve prior meeting minutes, review, discuss, and make recommendation on further action on the proposed construction project for Synergy Flight Center and any other business which may arise. The meeting will be held in the Airport Authority's conference room. The conference room is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director

TRANSACTION REPORT

SEP/08/2015/TUE 04:26 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM. TIME	PAGE	TYPE/NOTE	FILE
001	SEP/08	04:13PM	WJBC/WBNQ Radio	0:00:26	2	MEMORY OK	SG3 3342
002		04:14PM	Pantagraph	0:00:19	2	MEMORY OK	SG3 3342
003		04:15PM	WEEK TV	0:00:40	2	MEMORY OK	G3 3342
004		04:16PM	TV 10 News			MEMORY NO RESPONSE	3342
005		04:17PM	WIHN	0:00:21	2	MEMORY OK	SG3 3342
006		04:18PM	WMBD TV	0:00:30	2	MEMORY OK	ECM 3342
007		04:19PM	WGLT	0:00:24	2	MEMORY OK	SG3 3342
008		04:20PM	WCIA Television	0:00:19	2	MEMORY OK	SG3 3342
009		04:21PM	State Journal Register			MEMORY NO RESPONSE	3342
010		04:22PM	McLean County	0:00:28	2	MEMORY OK	SG3 3342
011		04:23PM	Image Air	0:00:30	2	MEMORY OK	ECM 3342
012		04:24PM	City of Bloomington	0:00:21	2	MEMORY OK	SG3 3342
TOTAL				0:04:18	20		

TRANSACTION REPORT

SEP/08/2015/TUE 04:27 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, SEPTEMBER 10, 2015
4:30 p.m.**

AGENDA

- I. CALL TO ORDER**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF AUGUST BOARD MEETING MINUTES**
- IV. OLD BUSINESS**
- V. COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VI. NEW BUSINESS**
 - A. Authorize Renewal of Employee Health Insurance Agreement
 - B. Authorize Amendment to Construction Services Agreement with P.J. Hoerr, Inc.
 - C. Approval of August Financial Statements
 - D. Authorize Receipt of Annual Audit Report
 - E. Authorize Amendment to FY16 Capital Fund Budget
 - F. Authorize Declaration of Surplus Property

TRANSACTION REPORT

AUG/28/2015/FRI 10:50 AM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	AUG/28	10:35AM	WJBC/WBNQ Radio	0:00:45	2	MEMORY OK	ECM 3281
002		10:36AM	Pantagraph	0:00:26	2	MEMORY OK	SG3 3281
003		10:37AM	WEEK TV			MEMORY NO RESPONSE	3281
004		10:38AM	TV 10 News			MEMORY NO RESPONSE	3281
005		10:40AM	WIHN	0:00:22	2	MEMORY OK	SG3 3281
006		10:41AM	WMBD TV	0:00:35	2	MEMORY OK	ECM 3281
007		10:42AM	WGLT	0:00:25	2	MEMORY OK	SG3 3281
008		10:42AM	WCIA Television	0:00:25	2	MEMORY OK	SG3 3281
009		10:43AM	State Journal Register			MEMORY NO RESPONSE	3281
010		10:45AM	McLean County	0:00:33	2	MEMORY OK	SG3 3281
011		10:46AM	Image Air	0:00:34	2	MEMORY OK	ECM 3281
012		10:47AM	City of Bloomington	0:00:25	2	MEMORY OK	SG3 3281
TOTAL				0:04:30	18		

TRANSACTION REPORT

AUG/28/2015/FRI 10:50 AM
TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.



August 28, 2015

NOTICE

The Audit/Finance Committee of the Bloomington-Normal Airport Authority will meet Tuesday, September 1, 2015 at 7:45 a.m. The purpose of the meeting is to approve prior meeting report, receive, review and vote on recommendation of the annual audit and any other business which may arise. The meeting will be held in the Airport Authority's conference room. The conference room is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director

TRANSACTION REPORT

AUG/11/2015/TUE 04:36 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	AUG/11	04:21PM	WJBC/WBNQ Radio	0:01:05	2	MEMORY OK	ECM 3220
002		04:22PM	Pantagraph	0:00:24	2	MEMORY OK	SG3 3220
003		04:23PM	WEEK TV			MEMORY NO RESPONSE	3220
004		04:24PM	TV 10 News			MEMORY NO RESPONSE	3220
005		04:25PM	WIHN	0:00:21	2	MEMORY OK	SG3 3220
006		04:26PM	WMBD TV	0:00:32	2	MEMORY OK	ECM 3220
007		04:27PM	WGLT	0:00:25	2	MEMORY OK	SG3 3220
008		04:28PM	WCIA Television	0:00:22	2	MEMORY OK	SG3 3220
009		04:28PM	State Journal Register			MEMORY NO RESPONSE	3220
010		04:30PM	McLean County	0:00:28	2	MEMORY OK	SG3 3220
011		04:31PM	Image Air	0:00:32	2	MEMORY OK	ECM 3220
012		04:32PM	City of Bloomington	0:00:20	2	MEMORY OK	SG3 3220
TOTAL				0:04:29	18		

TRANSACTION REPORT

AUG/11/2015/TUE 04:36 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, AUGUST 13, 2015
4:30 p.m.**

AGENDA

- I. CALL TO ORDER**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF JULY BOARD MEETING MINUTES**
- IV. OLD BUSINESS**
- V. COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VI. NEW BUSINESS**
 - A. Report on BN Advantage Initiative
 - B. Approval of July Financial Statements
 - C. Authorize Award of Construction Agreement for Vehicle Service Road Project
 - D. Authorize Execution of FAA AIP Grant and IDA Participation Agreement for Vehicle Service Road Project
 - E. Authorize Execution of Professional Services Agreement to Crawford, Murphy, and Tilly, Inc.

TRANSACTION REPORT

JUL/07/2015/TUE 04:04 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	JUL/07	03:52PM	WJBC/WBNQ Radio	0:00:37	1	MEMORY OK	ECM 3095
002		03:53PM	Pantagraph	0:00:15	1	MEMORY OK	SG3 3095
003		03:54PM	WEEK TV	0:00:34	1	MEMORY OK	G3 3095
004		03:55PM	TV 10 News			MEMORY NO RESPONSE	3095
005		03:56PM	WIHN	0:00:16	1	MEMORY OK	SG3 3095
006		03:57PM	WMBD TV	0:00:30	1	MEMORY OK	ECM 3095
007		03:58PM	WGLT	0:00:20	1	MEMORY OK	SG3 3095
008		03:58PM	WCIA Television	0:00:19	1	MEMORY OK	SG3 3095
009		03:59PM	State Journal Register			MEMORY NO RESPONSE	3095
010		04:00PM	McLean County	0:00:26	1	MEMORY OK	SG3 3095
011		04:01PM	Image Air	0:00:24	1	MEMORY OK	ECM 3095
012		04:02PM	City of Bloomington	0:00:14	1	MEMORY OK	SG3 3095
TOTAL				0:03:55	10		

TRANSACTION REPORT

JUL/07/2015/TUE 04:05 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, JULY 9, 2015
4:30 p.m.**

AGENDA

- I. CALL TO ORDER**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF MEETING MINUTES**
 - A. May Public Hearing Meeting
 - B. June Board Meeting
- IV. OLD BUSINESS**
- V. COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VI. NEW BUSINESS**
 - A. Approval of June Financial Statements
 - B. Authorize Temporary Use of Former Terminal Building
- VII. STAFF REPORTS**
 - A. Executive Director

TRANSACTION REPORT

JUN/09/2015/TUE 04:25 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	JUN/09	04:08PM	WJBC/WBNQ Radio	0:01:04	2	MEMORY OK	ECM 2956
002		04:09PM	Pantagraph	0:00:23	2	MEMORY OK	SG3 2956
003		04:10PM	WEEK TV	0:00:40	2	MEMORY OK	G3 2956
004		04:11PM	TV 10 News			MEMORY NO RESPONSE	2956
005		04:12PM	WIHN	0:00:21	2	MEMORY OK	SG3 2956
006		04:13PM	WMBD TV	0:00:31	2	MEMORY OK	ECM 2956
007		04:14PM	WGLT	0:00:27	2	MEMORY OK	SG3 2956
008		04:15PM	WCIA Television	0:00:19	2	MEMORY OK	SG3 2956
009		04:15PM	State Journal Register			MEMORY NO RESPONSE	2956
010		04:17PM	McLean County	0:00:35	2	MEMORY OK	SG3 2956
011		04:18PM	Image Air	0:00:30	2	MEMORY OK	ECM 2956
012		04:19PM	City of Bloomington	0:00:24	2	MEMORY OK	SG3 2956
TOTAL				0:05:14	20		

TRANSACTION REPORT

JUN/09/2015/TUE 04:25 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, JUNE 11, 2015
4:30 p.m.**

AGENDA

- I. **CALL TO ORDER**
- II. **PUBLIC COMMENTS**
- III. **APPROVAL OF MAY BOARD MEETING MINUTES**
- IV. **OLD BUSINESS**
- V. **COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VI. **NEW BUSINESS**
 - A. Approve Consent to Assign Image Jet Center, LLC Ground Lease
 - B. Approve Award of Commercial Aviation Operating Privileges to Dumont Aviation
 - C. Approval of May Financial Statements
 - D. Adopt Ordinance No. 177-15, The Annual Tax Levy for CY2015
 - E. Adopt Ordinance No. 178-15, The Prevailing Wage Rate for FY2016
 - F. Approve Amendment to Professional Services Agreement with Crawford, Murphy,
and Tilly, Inc.

TRANSACTION REPORT

JUN/02/2015/TUE 12:59 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	JUN/02	12:46PM	WJBC/WBNQ Radio	0:01:06	2	MEMORY OK	ECM 2923
002		12:48PM	Pantagraph	0:00:22	2	MEMORY OK	SG3 2923
003		12:49PM	WEEK TV	0:00:44	2	MEMORY OK	G3 2923
004		12:49PM	TV 10 News			MEMORY NO RESPONSE	2923
005		12:51PM	WIHN	0:00:22	2	MEMORY OK	SG3 2923
006		12:52PM	WMBD TV	0:00:35	2	MEMORY OK	ECM 2923
007		12:53PM	WGLT	0:00:25	2	MEMORY OK	SG3 2923
008		12:54PM	WCIA Television	0:00:25	2	MEMORY OK	SG3 2923
009		12:54PM	State Journal Register			MEMORY NO RESPONSE	2923
TOTAL				0:03:59	14		

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.



June 2, 2015

NOTICE

The General Aviation Committee of the Bloomington-Normal Airport Authority will meet Thursday, June 4th at 1:00 p.m. The purpose of the meeting is to review, discuss and recommend action for the Minimum Standards application and any business which may arise. The meeting will be held in the Airport Authority's boardroom. The boardroom is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director.

TRANSACTION REPORT

MAY/12/2015/TUE 04:22 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	MAY/12	04:04PM	WJBC/WBNQ Radio	0:01:10	3	MEMORY OK	ECM 2816
002		04:06PM	Pantagraph	0:00:25	3	MEMORY OK	SG3 2816
003		04:07PM	WEEK TV	0:00:49	3	MEMORY OK	G3 2816
004		04:08PM	TV 10 News			MEMORY NO RESPONSE	2816
005		04:09PM	WIHN	0:00:27	3	MEMORY OK	SG3 2816
006		04:10PM	WMBD TV	0:03:16	3	MEMORY OK	ECM 2816
007		04:14PM	WGLT	0:00:28	3	MEMORY OK	SG3 2816
008		04:15PM	WCIA Television	0:00:31	3	MEMORY OK	SG3 2816
009		04:16PM	State Journal Register			MEMORY NO RESPONSE	2816
010		04:17PM	McLean County	0:00:42	3	MEMORY OK	SG3 2816
011		04:18PM	Image Air	0:00:37	3	MEMORY OK	ECM 2816
012		04:19PM	City of Bloomington	0:00:28	3	MEMORY OK	SG3 2816
TOTAL				0:08:53	30		

TRANSACTION REPORT

MAY/12/2015/TUE 04:22 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON-NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
PUBLIC HEARING
MAY 14, 2015
4:20 PM**

AGENDA

I. CALL TO ORDER

II. PUBLIC HEARING

A. Budget Ordinance No. 176-15

III. ADJOURNMENT

TRANSACTION REPORT

APR/21/2015/TUE 05:24 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	APR/21	05:10PM	WJBC/WBNQ Radio	0:01:07	2	MEMORY OK	ECM 2719
002		05:12PM	Pantagraph	0:00:21	2	MEMORY OK	SG3 2719
003		05:13PM	WEEK TV	0:00:43	2	MEMORY OK	G3 2719
004		05:14PM	TV 10 News			MEMORY NO RESPONSE	2719
005		05:15PM	WIHN	0:00:22	2	MEMORY OK	SG3 2719
006		05:16PM	WMBD TV	0:00:34	2	MEMORY OK	ECM 2719
007		05:17PM	WGLT	0:00:30	2	MEMORY OK	SG3 2719
008		05:18PM	WCIA Television	0:00:24	2	MEMORY OK	SG3 2719
009		05:18PM	State Journal Register			MEMORY NO RESPONSE	2719
010		05:20PM	McLean County	0:00:32	2	MEMORY OK	SG3 2719
011		05:21PM	Image Air	0:00:33	2	MEMORY OK	ECM 2719
012		05:22PM	City of Bloomington	0:00:23	2	MEMORY OK	SG3 2719
TOTAL				0:05:29	20		

TRANSACTION REPORT

APR/21/2015/TUE 05:25 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.



**Central Illinois
Regional Airport**
— at Bloomington-Normal

April 21, 2015

NOTICE

The Audit/Finance Committee of the Bloomington-Normal Airport Authority will meet Friday, April 24, 2015 at 7:30 a.m. The purpose of the meeting is to review and recommend the FY16 budget, approve previous meeting minute and any other business which may arise. The meeting will be held in the Airport Authority's board room. The board room is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director

TRANSACTION REPORT

APR/17/2015/FRI 01:03 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	APR/17	12:49PM	WJBC/WBNQ Radio	0:00:28	2	MEMORY OK	SG3 2707
002		12:50PM	Pantagraph	0:00:21	2	MEMORY OK	SG3 2707
003		12:50PM	WEEK TV			MEMORY NO RESPONSE	2707
004		12:51PM	TV 10 News			MEMORY NO RESPONSE	2707
005		12:53PM	WIHN	0:00:22	2	MEMORY OK	SG3 2707
006		12:53PM	WMBD TV	0:00:35	2	MEMORY OK	ECM 2707
007		12:54PM	WGLT	0:00:26	2	MEMORY OK	SG3 2707
008		12:55PM	WCIA Television	0:00:21	2	MEMORY OK	SG3 2707
009		12:56PM	State Journal Register			MEMORY NO RESPONSE	2707
010		12:57PM	McLean County	0:00:30	2	MEMORY OK	SG3 2707
011		12:58PM	Image Air	0:00:34	2	MEMORY OK	ECM 2707
012		12:59PM	City of Bloomington	0:00:22	2	MEMORY OK	SG3 2707
TOTAL				0:03:59	18		

TRANSACTION REPORT

APR/17/2015/FRI 01:03 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.



**Central Illinois
Regional Airport**
— at Bloomington-Normal

April 17, 2015

NOTICE

The General Aviation Committee of the Bloomington-Normal Airport Authority will meet Tuesday, April 21, 2015 at 3:00 p.m.. The purpose of the meeting is to approve prior meeting minutes, review and discuss the GA landing fee structure and any other business which may arise. The meeting will be held in the Airport Authority's conference room. The conference room is located on the second level of the Central Illinois Regional Airport terminal building at 3201 CIRA Dr., Suite 200, Bloomington, IL.

Carl G. Olson
Executive Director

TRANSACTION REPORT

APR/07/2015/TUE 04:18 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	APR/07	04:05PM	WJBC/WBNQ Radio	0:00:30	2	MEMORY OK	SG3 2666
002		04:06PM	Pantagraph	0:00:19	2	MEMORY OK	SG3 2666
003		04:07PM	WEEK TV	0:00:41	2	MEMORY OK	G3 2666
004		04:08PM	TV 10 News			MEMORY NO RESPONSE	2666
005		04:09PM	WIHN	0:00:21	2	MEMORY OK	SG3 2666
006		04:10PM	WMBD TV	0:00:31	2	MEMORY OK	ECM 2666
007		04:11PM	WGLT	0:00:26	2	MEMORY OK	SG3 2666
008		04:12PM	WCIA Television	0:00:21	2	MEMORY OK	SG3 2666
009		04:13PM	State Journal Register			MEMORY NO RESPONSE	2666
010		04:14PM	McLean County	0:00:28	2	MEMORY OK	SG3 2666
011		04:15PM	Image Air	0:00:30	2	MEMORY OK	ECM 2666
012		04:16PM	City of Bloomington	0:00:21	2	MEMORY OK	SG3 2666
TOTAL				0:04:28	20		

TRANSACTION REPORT

APR/07/2015/TUE 04:19 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, APRIL 9, 2015
4:30 p.m.**

AGENDA

- I. CALL TO ORDER
- II. PUBLIC COMMENTS
- III. APPROVAL OF MARCH BOARD MEETING MINUTES
- IV. OLD BUSINESS
- V. COMMITTEE REPORTS
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VI. NEW BUSINESS
 - A. Approval of March Financial Statements
 - B. Adopt Annexation Ordinance No. A-475
 - C. Authorize Professional Services Agreement with Crawford, Murphy, and Tilly, Inc.
 - D. Authorize Contract Award for Underground Tank Removal
 - E. Approval of Tentative Budget Materials for Fiscal Year 2016
 - F. Adopt Resolution 2015-1, In Recognition of Earl Kingman

TRANSACTION REPORT

MAR/10/2015/TUE 03:30 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	MAR/10	03:14PM	WJBC/WBNQ Radio	0:01:28	1	MEMORY OK	ECM 2551
002		03:15PM	Pantagraph	0:00:15	1	MEMORY OK	SG3 2551
003		03:16PM	WEEK TV	0:00:33	1	MEMORY OK	G3 2551
004		03:17PM	TV 10 News			MEMORY NO RESPONSE	2551
005		03:18PM	WIHN	0:00:17	1	MEMORY OK	SG3 2551
006		03:19PM	WBND TV	0:02:44	1	MEMORY OK	ECM 2551
007		03:22PM	WGLT	0:00:17	1	MEMORY OK	SG3 2551
008		03:23PM	WCIA Television	0:00:15	1	MEMORY OK	SG3 2551
009		03:23PM	State Journal Register			MEMORY NO RESPONSE	2551
010		03:25PM	McLean County	0:00:32	1	MEMORY OK	ECM 2551
011		03:26PM	Image Air	0:00:25	1	MEMORY OK	ECM 2551
012		03:27PM	City of Bloomington	0:00:17	1	MEMORY OK	SG3 2551
TOTAL				0:07:03	10		

TRANSACTION REPORT

MAR/10/2015/TUE 03:30 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, MARCH 12, 2015
4:30 p.m.**

AGENDA

- I. CALL TO ORDER**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF FEBRUARY BOARD MEETING MINUTES**
- IV. OLD BUSINESS**
- V. COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VI. NEW BUSINESS**
 - A. Approval of February Financial Statements
 - B. Authorize Declaration of Surplus Property
 - C. Authorize Execution of Agreement with McLean County Museum of History
- VII. STAFF REPORTS**
 - A. Executive Director
 - B. Deputy Director of Marketing

TRANSACTION REPORT

FEB/10/2015/TUE 04:31 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	FEB/10	04:17PM	WJBC/WBNQ Radio	0:00:26	2	MEMORY OK	SG3 2467
002		04:18PM	Pantagraph	0:00:20	2	MEMORY OK	SG3 2467
003		04:19PM	WEEK TV	0:00:40	2	MEMORY OK	G3 2467
004		04:19PM	TV 10 News			MEMORY NO RESPONSE	2467
005		04:21PM	WIHN	0:00:21	2	MEMORY OK	SG3 2467
006		04:22PM	WMBD TV	0:00:39	2	MEMORY OK	ECM 2467
007		04:23PM	WGLT	0:00:24	2	MEMORY OK	SG3 2467
008		04:24PM	WCIA Television	0:00:19	2	MEMORY OK	SG3 2467
009		04:24PM	State Journal Register			MEMORY NO RESPONSE	2467
010		04:26PM	McLean County	0:00:31	2	MEMORY OK	SG3 2467
011		04:26PM	Image Air			MEMORY NO RESPONSE	2467
012		04:28PM	City of Bloomington	0:00:19	2	MEMORY OK	SG3 2467
TOTAL				0:03:59	18		

TRANSACTION REPORT

FEB/10/2015/TUE 04:31 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, FEBRUARY 12, 2015
4:30 p.m.**

AGENDA

- I. CALL TO ORDER**
- II. INTRODUCTION/SWEARING IN NEW COMMISSIONER**
- III. PUBLIC COMMENTS**
- IV. APPROVAL OF JANUARY BOARD MEETING MINUTES**
- V. OLD BUSINESS**
- VI. COMMITTEE REPORTS**
 - A. Audit and Finance Committee
 - B. General Aviation Committee
 - C. Personnel Committee
 - D. Public Policy Committee
- VII. NEW BUSINESS**
 - A. Approval of January Financial Statements
 - B. Authorize Professional Services Agreement with Chestnut Health Systems
 - C. Authorize Extension of Intergovernmental Agreement with the City of Bloomington
 - D. Discuss merits of Restructuring Airport Authority

TRANSACTION REPORT

JAN/06/2015/TUE 04:23 PM

BROADCAST

#	DATE	START T.	RECEIVER	COM.TIME	PAGE	TYPE/NOTE	FILE
001	JAN/06	04:11PM	WJBC/WBNQ Radio	0:00:20	1	MEMORY OK	SG3 2304
002		04:12PM	Pantagraph	0:00:16	1	MEMORY OK	SG3 2304
003		04:12PM	WEEK TV	0:00:33	1	MEMORY OK	G3 2304
004		04:13PM	TV 10 News			MEMORY NO RESPONSE	2304
005		04:15PM	WIHN	0:00:17	1	MEMORY OK	SG3 2304
006		04:16PM	WMBD TV	0:00:24	1	MEMORY OK	ECM 2304
007		04:16PM	WGLT	0:00:24	1	MEMORY OK	SG3 2304
008		04:17PM	WCIA Television	0:00:15	1	MEMORY OK	SG3 2304
009		04:18PM	State Journal Register			MEMORY NO RESPONSE	2304
010		04:19PM	McLean County	0:00:29	1	MEMORY OK	SG3 2304
011		04:20PM	Image Air	0:00:24	1	MEMORY OK	ECM 2304
012		04:21PM	City of Bloomington	0:00:14	1	MEMORY OK	SG3 2304
TOTAL				0:03:36	10		

TRANSACTION REPORT

JAN/06/2015/TUE 04:23 PM

TRANSMISSION ERROR OCCURRED AT SOME RECEIVERS.
PLEASE GIVE THIS TRANSACTION REPORT TO SENDER.

**BLOOMINGTON NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
THURSDAY, JANUARY 8, 2015
4:30 p.m.**

AGENDA

I. CALL TO ORDER

II. PUBLIC COMMENTS

III. APPROVAL OF DECEMBER BOARD MEETING MINUTES

IV. OLD BUSINESS

A. Authorize Sub Lease for Image Jet Center

V. COMMITTEE REPORTS

A. Audit and Finance Committee

B. General Aviation Committee

C. Personnel Committee

D. Public Policy Committee

VI. NEW BUSINESS

A. Approval of December Financial Statements

B. Authorize Professional Services Agreement

VII. STAFF REPORTS

A. Executive Director

B. Deputy Director of Security and Special Projects

CAPITAL FUND BUDGET FISCAL YEAR 2017

		ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	ACTUAL FY 16	PROPOSED BUDGET FY 17
RECEIPTS						
6-05-00	Interest					
0-05-00	CJ's Equipment Rental Fee	4,900.00	4,900.00	4,900.00	4,900.00	4,900.00
1-05-00	Miscellaneous Revenue	2,787.17		63,686.57		
6-05-02	State Grant-Airport Planning	1,512.72	59.95			
6-05-01	State Grant-Phase IV Fence Project	3,112.87	47.37	3,915.72	253.00	
6-05-03	State Grant-Phase V Fence Project	650.21	110.40	110.40		
6-05-04	State Grant-Rnwy 2/20 Avigation Ease		20.38			
6-05-05	State Grant-Apron Construction		8,550.00	2,423.03		
6-05-06	State Grant-RPZ Project		33,393.00		30,929.00	15,750.00
	State Grant-Rehab East Service Road				3,750.00	60,274.00
	State Grant-Airfield Pavement Rehab					55,000.00
7-05-11	Federal Grant-SRE Building	(18,852.34)	17,509.69			
7-05-15	TSA Grant - Baggage Project	195,240.03	1,818,000.00	2,156,244.00	400,000.00	
7-05-12	Federal Grant Snow Removal Equipment	(2,256.41)	108,875.00	490,798.80		810,000.00
7-05-13	Federal Grant Airport Planning	198,753.41	2,329.97			
7-05-14	Federal Grant Passenger Boarding Bridge	2,134,018.47	551,685.31	279,120.00		
7-05-16	Federal Grant-Phase IV Fence Project	114,106.91	1,785.00	156,614.00		
7-05-17	Federal Grant-Phase V Fence Project	24,707.93	4,185.80	11,986.54		
7-05-xx	Federal Grant-Apron Construction		228,073.00	44,531.16		
7-05-xx	Federal Grant-RPZ		601,086.00		562,308.00	301,500.00
	Federal Grant-Terminal Interior Refurb					2,500,000.00
	Federal Grant-Rehab East Service Road				67,500.00	1,096,454.00
	Federal Grant-Airfield Pavement Rehab					990,000.00
	Federal Grant-Emergency Comm System					198,000.00
0-05-00	Transfer from Other Funds to 05	396,662.63	3,724,721.45	1,329,117.69		
TOTAL RECEIPTS		3,055,343.60	7,103,332.32	4,543,447.91	1,069,640.00	6,032,878.00
DISBURSEMENTS						
35-05-00	Ground Improvements				2,850.00	
5-05-00	Property Taxes	23,029.00	22,283.05	22,283.00	20,302.56	20,302.56
9-05-00	Miscellaneous Expense					
0-05-00	Farming Expense		30,303.84	108,457.50		30,000.00
4-05-00	Service Charges		50.00	50.00		
2-05-00	Security Equipment	27,329.00	1,220.93			
8-05-00	Cap.-Eng. Svcs. Towanda Barnes	35,000.00	35,000.00			
7-05-00	Construction-ARFF Facility	(34,300.49)	47,168.98	26,605.48		
9-05-00	Master Plan/Wildlife Management	21,920.67				
2-05-01	Old Terminal Improvements	136,185.06				
4-05-00	Furniture and Fixtures	3,118.50				
6-05-00	New Exec. Dir. Vehicle	7,197.24	7,197.24	7,200.00	7,200.00	7,200.00
9-05-00	Security Fence Installation Hill	842.70	(2,508.12)			
9-05-02	Security Fence Repair	308.20				
0-05-00	Airfield Improvements	8,984.07				
0-05-01	Airfield Paint Improvements					35,000.00
1-05-01	Snow Removal Equipment	2,515.83	124,182.69	545,332.00		905,000.00
2-05-00	MALSR Project Runway 29		(86.97)			
5-05-00	Electric Charging Stations	23,237.00				
9-05-00	Fuel Farm	16,722.73	31,148.97		81,377.99	
1-05-00	CIRA Drainage Improve-Proj 3793	302.40				
1-05-01	CIRA Drainage Improvements		(55,136.03)		26,469.90	
5-05-00	Pavement Rehab	38,967.80			84,223.14	1,100,000.00
8-05-00	Terminal Generator Project		(2,000.00)			
2-05-00	Boarding Bridge Project	2,611,222.63	500,501.51	292,820.33	29,738.53	
3-05-00	Phase 4- Security Fence Project 4088	124,059.52	(42,765.98)	72,522.89		
4-05-00	SRE Building	96,947.40	(52,941.42)			
8-05-01	Baggage Project	241,037.00	3,086,234.68	3,022,535.78	473,474.00	
8-05-02	Baggage Project		164,040.95	182,256.30		
11-05-00	Airport Planning Phase II	38,551.41	3,186.72		11,975.16	
15-05-00	Apron Construction	21,348.46	257,348.00	50,220.87		
17-05-00	Air Cargo Improvements			126,417.50		
11-05-xx	RPZ Land Purchase	42,429.53	615,715.94			350,000.00
12-05-00	Vehicle Purchase		22,414.00	63,860.46		
14-05-00	Phase 5- Security Fence Project 4172	26,006.34	4,406.60	8,211.30		
8-05-00	Terminal Interior				8,596.00	3,500,000.00
19-05-00	G.A. Facility Study				50,000.00	
16-05-00	RPZ Expense		2,103.36	11,287.53	125,661.00	
9-05-00	Rehab East Service Road				75,000.00	1,289,725.00
6-05-00	Tilbury Flash Display				7315.86	
	New Website Development					50,000.00
	Terminal Chiller					38,000.00
	Zero Turn Mower					9,000.00
	Tractor (estimated \$20,000 trade-in)					35,000.00
	Emergency Communication System					200,000.00
			193,311.76			
TOTAL DISBURSEMENTS		3,512,964.00	4,992,358.70	4,540,060.94	1,002,184.14	7,569,227.56
Excess/(Deficiency) Revenue over Disbursements		(457,620.40)	2,110,973.62	3,386.97	67,455.86	(1,536,349.56)
UND BALANCE						
Unexpended Fund Balance						
Restricted Fund Balance						
Committed Fund Balance						
Assigned Fund Balance		1,123,120.15	3,234,093.77	3,237,480.74	3,301,549.63	1,765,200.07
Unassigned Fund Balance						
Total		1,123,120.15	3,234,093.77	3,237,480.74	3,301,549.63	1,765,200.07

**BLOOMINGTON – NORMAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, OCTOBER 8, 2015
4:30 PM**

I. CALL TO ORDER

Chairman Colee called the meeting to order at 4:30 p.m. Commissioners Hanson, Whisman, and Allen were present. Commissioner Kannaday, Bock and Sender were absent. A quorum was acknowledged.

II. PUBLIC COMMENTS

Mr. Steve Schmidt was present from the Prairie Aviation Museum to update the board. The Museum had a fantastic September, with the highest number of guests ever in September. The open cockpit day on the 19th was the best attended open cockpit day the Museum has ever had. It was a great way to end the summer season at the Museum. Over the past weekend, there was a 4-H event utilizing the old terminal with tours for about 50 kids. Looking forward to a more quiet fall.

III. APPROVAL OF MEETING MINUTES

- A. **September Board Meeting Minutes** - Commissioner Allen made a motion to approve the September meeting minutes. The motion was seconded by Commissioner Hanson and upon a unanimous vote, the motion carried.

IV. OLD BUSINESS

V. COMMITTEE REPORTS

- A. **Audit/Finance Committee** – No reason to meet, no report.
- B. **General Aviation Committee** – The G.A .Committee met on September 24th with representatives from Synergy who presented their expansion plans. Part of the expansion includes Synergy purchasing the existing hangars from the Airport. Those details are being worked out.
- C. **Personnel Committee** – No reason to meet, no report.
- D. **Public Policy Committee** – No reason to meet, no report.

VI. NEW BUSINESS

- A. **Approval of September Financials Statements** – Diane Andes Finney reported to the Board on the financials. There were not a lot of extra ordinary events in the month of September, nor many changes. The airport has received all but a little bit of the tax revenue distribution, which sets up the general fund for the coming winter months. The cash balance in the general fund is about \$1.8 million. Revenue was about 5% ahead of budget for the month. Expenses were below budget, except for utilities and seasonal equipment that was purchased to get ready for winter. The hangar fund revenue is right on budget for the month. The capital fund saw a slight decrease in the cash balance due to the fact that no grant funds have been received. Staff is still waiting on TSA reimbursement for the baggage screening project.

Commissioner Whisman made a motion to approve the September Financial statements. The motion was seconded by Commissioner Hanson and upon a unanimous vote, the motion carried.

- B. **Adopt Resolution No. 2015-2, Authorizing Renewal of Line of Credit with Commerce Bank** During the October 2014 regular meeting the Board of Commissioners adopted a resolution authorizing the one year renewal of a \$1.0 million dollar line of credit with Commerce Bank. The principal purpose for having this line of credit available is to support the Airport Authority's capital improvement program and project cash flows while federal and state reimbursements are processed. The line of credit has been in place since January '07 when it was originated with Bank of Illinois and used to support the remodel of CJs Restaurant. Since that time the line of credit has never been used.

In line with both the current banking services agreement and the expiring facility with Commerce Bank, the interest rate for the coming year will be a floating rate equal to the 30 day LIBOR plus 225 basis points with no minimum interest floor. Additionally, the Airport Authority will not be assessed any fees for not using this line of credit.

Commissioner Allen made a motion to adopt Resolution 2015-2, authorizing the renewal of a line of credit with Commerce Bank. The motion was seconded by Commissioner Whisman and upon a unanimous vote the motion carried.

- C. **Adopt Ordinances No.s 179-15, 180-15 and 181-15, Ordinances Conditionally and Partially Abating Property Tax for Sites in the City of Bloomington** - Carl introduced Mr. David Hales, City Manager for the City Bloomington, and Mr. Austin Grammer, Economic Development Coordinator for the City of Bloomington. Mr. Grammer explained the 3 projects that are seeking property tax abatements. The 3 sites are 312/314 N. Main (Mid-City Properties), 407/409 W. Washington St. (Haney Plumbing and Rental) and 915/921 E. Washington St. (The Foundry Retail Development). The abatements would be the new incremental revenue that would be generated by the redevelopment of each property. The abatement would be for the first 5 years. Without the tax abatements, the projects wouldn't happen. The airport has done this previously with 115 E. Monroe.

The property at 312/314 N. Main is Beck's flower shop. Mid City Properties would like to develop the upper floors into 6 loft apartments. The minimum investment requirement by the developer for the project is \$847,000, with a 5 year property tax abatement with an annual 3% increase each year.

The property at 407/409 W. Washington is owned by Joe and Ruth Haney of Haney Plumbing and Rental. The building was originally a farm implement dealership and most recently was the Salvation Army Thrift Store. The Haney's purchased the building at auction and turned it into apartments. The Bloomington City Council approved a tax abatement for the project back in January of 2014, however, due to staffing changes at the City, the project was not taken to all the other taxing bodies to be approved. The Haney's went ahead and started and completed the project. The investment in the project to date is \$1.2 million dollars.

The property at 915/921 E. Washington St. is the Foundry Retail Development. This site is formerly the site of American Foundry and Furnace, a manufacturing facility next to Beer Nuts. The facility is no longer there and the site is just a grassy lot. The proposal is to construction two 10,000 square foot retail buildings, with one of those buildings being the home to Green Top Grocery, which is a new grocery co-op start up in Bloomington. The other building would be rented out to other tenants and they all would be paying their pro- rated share of the property tax, through a triple net lease. If those places are not rented, then the tax abatement would be benefiting the developer of the property. This would be a new development that is not on Veteran's Parkway and the area is in a USDA food desert. By bringing a grocery store to the location, it will be bringing groceries to an area that doesn't have anything. The location is also on Constitution Trail as well as being on 2 bus routes. The minimum investment in the project is \$2.4 million dollars. The total amount of the property taxes to be abated over the 5 years is \$150,000. The City of Bloomington is also supporting the development with a sales tax rebate for Green Top Grocery up to \$390,000 over 10 years. This will assist with the initial build out cost.

The Airport Authority would experience a projected revenue reduction of approximately \$908 per year, or a projected total waiver of \$4,540 for this entire 5 year period. If the projects didn't happen, then there would be no need for the abatement, nor would there be an increase in the taxes at the end of 5 years. Commissioner Hanson made a motion to adopt Ordinances 179-15, 180-15 and 181-15, conditionally and partially abating property tax for sites in the City of Bloomington. The motion was seconded by Commissioner Allen and upon a unanimous vote, the motion carried.

- D. **Approval of CY2016 Board of Commissioners Regular Meeting Schedule** - It has been brought to the Board's attention that the schedule for 2016 conflicts with a member's calendar and that member wouldn't be able to attend the meetings. After receiving feedback from all members, Commissioner Allen made a motion to move the meetings for 2016 to the second Tuesday of each month at 4:30 p.m. The schedule will resume to the 2nd Thursday of every month starting in 2017. The motion was seconded by Commissioner Whisman and upon a unanimous vote, the motion carried.

VII. STAFF REPORTS

- A. **Executive Director's Report** - Carl reported that against a 7% reduction in capacity, CIRA experienced a 4.8% decrease in enplanements for the month of September. Year over year, passengers remain down at the same rate as last month, which was 5.5%. Overall, CIRA experienced stronger results than what is typically seen in the month of September. The Orlando

loads were especially strong. This could be due in part to Allegiant suspending Orlando service in Springfield and Peoria. Dallas and Atlanta continue with strong traffic as well. Minneapolis demonstrated some strength, which was nice to see, despite the less than full schedule. Chicago showed some continued weakness, which seems to be a factor of the late evening departure, making it hard to make any connections in Chicago. Detroit showed weakness as well, which is mostly driven by their schedule. Beginning next month, American is going to start a 4th daily flight to Chicago on a regional jet. That flight will come out in December, but come back into the system in January and February. Delta is going to be increasing the size of the aircraft to Atlanta in January and February. There is no commitment from Delta as to how long that aircraft will stay in the system. Fuel sales increased by almost 5% last month. Aircraft operations continue to show very impressive gains; month over month operations were up about 46% and year to date operations are up 35%. That is a very strong indicator for GA at our facility.

Carl had a conversation with former Commissioner Earl Kingman who recently underwent major back surgery. Mr. Kingman sends his greetings and reports he is doing well and is looking forward to returning home in the next few days.

Carl had the opportunity to join 21 other airports in Galena last week, at the annual Illinois Public Airport Association meeting. There was a full complement of State and FAA officials from Springfield and Washington DC. Aside from the annual Board meeting, some of the topics covered at the conference were UAS's (drones), Federal and State funding options, airport insurance, air service and wildlife updates. Some of the most timely sessions were offered by the FAA, including the Associate Airport Administrator for Planning and Programming, which is the number one airport finance position in the FAA. Illinois Transportation Secretary Blankenhorn was present, along with Steve Young, the Interim Director of Aeronautics for the State.

Chairman Colee inquired how FedEx Express was doing after their first 8 months at CIRA, Carl responded that FedEx has been doing very well while only having positive feedback for staff. Carl also noted the Airport Authority had finalized plans for CIRA's annual pre-winter operational meeting during which the different strategies and operating practices are reviewed with all of the airport's tenants; including FedEx for the first time.

Chairman Colee thanked Carl for his presentation at the BN by the Numbers.

B. Deputy Director of Security and Special Projects – Don Schneider was present to update the Board on all things security and special project related.

The service road project was awarded to Stark Excavation. The state's delay in awarding the contract pushed the start of the project off until spring. Stark did agree to hold the prices that were bid until the project starts.

The fuel farm project is moving forward. Staff met with Crawford, Murphy & Tilly last week to review the design drawings as the project moves toward completion of 100% drawings and completion of bid specifications.

The Tilbury Flash was recently installed here in the terminal building adjacent the security checkpoint area. Mr. Tom Swearingen from the EAA and GROWMARK's flight department participated and supervised the installation from an aircraft perspective. Don also shared that

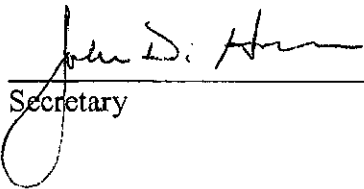
Tom's connection first started with his Grandfather who helped restore the aircraft the first time and whose name was written inside the aircraft's nose cone.

Don also reported the TSA has started their annual inspection of the Airport Authority's approved security program. Beginning with a page turn of each item in the plan, this inspection is expected to take about a week. Noting the inspection this year is being conducted by two TSA inspectors, Don suggested the completion of this inspection will likely result in a new inspector being assigned to CIRA.

The CBIS project is in the last few days of a 4 week inspection while the TSA is operating the system from the new baggage inspection area. While the results of the testing have been slow coming back to the Airport Authority, there are indications that some continued adjustments will be necessary.

VIII. ADJOURNMENT

There being no other business to come before the Board, upon a motion being made, seconded and approved, the October 8, 2015 meeting of the Bloomington-Normal Airport Authority adjourned at 5:28 p.m.


Secretary

11/12/2015
Date

**Bloomington-Normal Airport Authority
Board of Commissioners Meeting Schedule for 2016**

All meetings of the Board of Commissioners are regularly scheduled to begin at 4:30 p.m. in the conference room located on the second floor of the Central Illinois Regional Airport's main terminal on the second Tuesday of each month. Advance notice will be given if a scheduled meeting is cancelled, postponed or otherwise rescheduled.

January 12, 2016
February 9, 2016
March 8, 2016
April 12, 2016
May 10, 2016
June 14, 2016

July 12, 2016
August 9, 2016
September 13, 2016
October 11, 2016
November 8, 2016
December 13, 2016