

SPRINGFIELD AIRPORT AUTHORITY

Tuesday May 24, 2016

REGULAR MEETING MINUTES

The regular meeting of the Board of Commissioners of the Springfield Airport Authority was called to order by Chair Vala at 5:00 p.m. on Tuesday, May 24, 2016, in the Conference Room at the Authority's offices at Abraham Lincoln Capital Airport.

PRESENT: Frank Vala, Chair
Dianne Hardwick, Commissioner
Mike Houston, Commissioner
Mike Meyer, Commissioner
Mark Kinnaman, Treasurer
R. Beverly Peters, Secretary
Jim Lestikow, Attorney
Mark Hanna, Executive Director
Mike Olinger, Director of Admin & Finance & Assistant Secretary
Roger Blickensderfer, Director of Facilities & Maintenance

ABSENT: Herman Bodewes, Vice Chair
Eric Hansen, Commissioner
Rod Egizii, Commissioner
Tim Franke, Director of Operations & Public Safety

VISITORS: None

Chair Vala asked for a motion regarding the minutes of last month's meeting. Commissioner Houston made a motion to approve the minutes of the Regular Meeting of April 26, 2016, seconded by Commissioner Meyer and carried with a roll call vote of 4 ayes/0 nays.

Director of Admin & Finance Mike Olinger gave the Comptroller's Report and Commissioner Houston presented the Finance Chair Report.

Commissioner Houston and Executive Director Hanna discussed the hangar lease renegotiations with Mark Wetherell wherein he will return two of the four hangars he has been leasing from the Authority, the five years left on the lease will be extended to ten

years, the \$51,216 letter of credit held by the Authority will be reduced to \$25,000, he will give up the office space leased on the second floor of the terminal, and he will pay all past due rent owed to the Authority. Commissioner Houston made a motion to terminate the Lease Agreement and Amendment #1 between MRX d/b/a/10DayInstrument.com/PICME Aviation and the Springfield Airport Authority, effective for the period 6/2/11 through 6/1/21, and authorize the Board Chair to sign; and approve the Lease Agreement between the Springfield Airport Authority and MRX d/b/a/10DayInstrument.com/PICME Aviation, effective 6/1/16 through 5/31/26, and authorize the Board Chair to sign, seconded by Commissioner Hardwick and carried with a roll call vote of 4 ayes/0 nays.

Commissioner Houston indicated Staff has reviewed and updated the Travel Policy. He made a motion to approve the Travel Policy and authorize the Board Chair to approve, seconded by Commissioner Meyer and carried with a roll call vote of 4 ayes/0 nays.

Executive Director Hanna reviewed with the Board the tentative FY 2017 Budget including a PowerPoint presentation. Commissioner Houston made a motion to direct and authorize the Executive Director to place the proposed budget on file not later than June 17, 2016, seconded by Commissioner Hardwick and carried with a roll call vote of 4 ayes/0 nays.

Commissioner Meyer informed the Board that the Chamber went with the Illinois National Guard to meet with our legislative representatives in Washington, D.C. Mr. Meyer also mentioned that one of our Public Safety Department officers was presented with a certificate for a life-saving incident that occurred several months ago.

Commissioner Hardwick reported an increase of 1.8% in year-to-date passenger activity for the first four months of this calendar year compared to last year.

Commissioner Hardwick reported that fuel sales for the month of April were 158,595 gallons with revenue of \$18,143. Gallons sold for the fiscal year lost some ground over the past three months but still remain ahead of last year by almost three percent.

Commissioner Hardwick and Executive Director Hanna discussed the changes to the Aviation Grade Fuel Rates and Charges Policy. Commissioner Hardwick made a motion to approve the revised Aviation Grade Fuel Rates and Charges Policy of May 2016 and authorize the Board Chair to sign, seconded by Commissioner Houston and carried with a roll call vote of 4 ayes/0 nays.

Attorney Lestikow discussed the Sexual Harassment Policy which has been revised in accordance with comments made at last month's meeting, and the Executive Succession Plan Policy. Commissioner Houston made a motion to approve the revised Sexual Harassment Policy and authorize the Board Chair to approve, seconded by Commissioner Hardwick and carried with a roll call vote of 4 ayes/0 nays. Commissioner Houston made a motion to approve the Executive Succession Plan Policy and authorize the Board Chair to approve, seconded by Commissioner Hardwick and carried with a roll call vote of 4 ayes/0 nays.

The two topics discussed by Executive Director Hanna were starting the process of selling general obligation bonds for the rehabilitation/remodeling of the FBO complex and parking lot improvements, and for the local matching share of an ITEP (Illinois Transportation Enhancement Program) project grant to enhance roadways and provide alternative transportation (such as walking paths and bike paths), and for consideration at next month's meeting the possibility of adopting a Commissioners' and Officers' Compensation Policy.

The meeting was adjourned at 6:07 p.m.

Frank J. Vala, Chair

R. Beverly Peters, Secretary