

Mt. Vernon Airport Authority  
Regular Meeting of the Board of Commissioners  
Held July 10, 2012 at 6:00 PM

Present: Greg Martin	Chairman
Galen Monk	Secretary
Gary Chesney	Treasurer
Joe Bob Pierce	Commissioner

Absent: Michael Ancona Vice Chairman

Staff: Chris Collins  
Mary Barnett-Johnson

Guests: See Attached

### **PUBLIC COMMENTS**

There being none, Chairman Martin moved forward with the meeting.

### **REPORTS**

#### **Minutes**

Minutes were presented for the June 12, Meeting for approval. There being no changes to the minutes, motion was made and seconded to approve the minutes as presented. Upon roll call vote, all were in favor.

#### **Treasurers' Reports**

There being no concerns with the Treasurer's Reports, motion was made and seconded to approve the Treasurer's Reports as presented. Upon roll call vote, all were in favor of the motion.

#### **Bills for Approval**

There being no questions or concerns with the Bills for Approval, motion was made and seconded to approve the bills as presented. Upon roll call vote, all were in favor.

### **CORRESPONDENCE**

There being none, Chairman Martin moved forward with the Agenda

### **OLD BUSINESS**

#### **Innovation Park**

Mr. Collins provided an update on the project using a new monthly update format that describes all aspects of the project including IDOT, Engineering, Hangar, and Financing.

In the ENGINEERING section of the update, Mr. Collins explained that surveyors completed their work early last week and the data is being compiled. As soon as the elevations, utility locations, and other pertinent data is imported to AutoCAD, Hanson

will forward the coordinates for the hangar so that Mr. Collins can complete and file the FAA 7460 Notice of Construction or Alteration. Mr. Collins provided no update on the Environmental Assessment Categorical Exclusion, but he is confident Hanson's Rodger Anderson has it on his radar.

**LOCALLY BUILT HANGAR:** Mr. Collins noted that Carey Lipps, of Lipps Construction and Eric Evans of Evans Aviation were scheduled to meet on Thursday. With the excitement and planning for the airlift, Mr. Collins was unsure if this meeting took place. Mr. Collins stated the meeting was or will be the first of many to create a design for the hangar. Once a preliminary design is agreed upon, an Architect/Structural Engineer can be sought.

**FINANCING:** Mr. Collins stated that he has spoken to Joe Gilosci from Peoples National Bank a couple times and will be meeting soon to begin the loan application process. Mr. Collins noted that he also plans to complete the application process for the low interest USDA Loan. He stated that the longer this process takes; the sooner there may be an option through the Illinois Finance Authority.

Mr. Collins noted that he believes the FAA 7460 process will drive the timeline of the locally built project. The 7460 process is a minimum sixty days from filing to the start of dirt moving.

### **Koziara Terminal Bathrooms**

Mr. Collins stated that after a lengthy period of research, rejection of certain ideas, and involvement of some new players, the project is ready to go. For a few months the project was stalled because Mr. Collins just could not achieve the desired goal – professional built/installed countertops on a budget. Mr. Collins noted the missing piece was the craftsman at Hamilton County Countertops. Mr. Collins presented estimates from Lowes and Countertop Creation's installation provider Robert Rapp. The quotation for the countertops, mounting materials, and drop in sinks was \$1500. The quotation for the installation service was \$550. Mr. Collins recommended approval of the estimates totaling \$2053.13. Motion was made by Commissioner Monk and seconded by Commissioner Chesney. Upon roll call vote, all were in favor.

## **NEW BUSINESS**

### **Annual Audit**

Chairman Martin introduced David Kieffer of David Kieffer, CPA, the airport's auditor. Mr. Kieffer reported his findings for the fiscal year ending April 30, 2011. Total net assets exceeded liabilities by \$8,014,153. However, this number was down \$259,051 (or 3.13%) over the previous fiscal year. Mr. Kieffer attributed the decrease to depreciation. The General Operating Fund had revenues exceeding expenditures by \$9036. Actual and budgeted revenues and expenditures were very close. Mr. Kieffer reported a \$27,095 surplus in revenues over expenditures in the Airport's Enterprise Fund – Flightline Aero Services. Discussion ensued about accounts receivables in the Flightline Aero Services Fund with Mr. Collins explaining that when the audit period began, there was a large receivables balance. Mrs. Barnett-Johnson has worked very hard and to date, the

receivables balance is very low. Mr. Collins recommended approval of the Audit. Motion was made by Commissioner Chesney and seconded by Commissioner Pierce to approve the FY2010/2011 Annual Audit. Upon roll call vote, all were in favor.

### **Mid-Continent University**

Mr. Collins informed the Commissioners that he has been working with Mid-Continent University for over a year to host a college class in the Koziara Terminal Banquet Room. The first class geared for working adults will start on Thursday, July 19, 2012. Mr. Collins presented a flyer promoting the class. After 18 months of study, the students will achieve a Bachelor's of Business Administration Degree. He also presented an e-mail asking about the possibility of hosting a Monday night class at the airport. Mr. Collins noted that he has already worked out the logistics of the Monday night class with the airport's current Monday night tenant, Mary Kaye Cosmetics. Mid Continent University will inform Mr. Collins in the next few weeks if there will be two nights per week or just one at the airport. Mr. Collins stated that either way, the airport is proud to partner with Mid-Continent University!

### **OTHER BUSINESS**

Mr. Collins and the Commissioners discussed the recent Illinois Air and National Guard Airlift. Mr. Collins stated that he hopes the Commissioners are as proud as he is of the job well done by everyone assisting with the Airlift of the 33<sup>rd</sup> Battalion on Saturday, July 7, 2012. Seven C-130 Hercules Aircraft, operated by 169<sup>th</sup> Airlift Squadron aircrews flew 419 Illinois National Guardsman and their gear to Minnesota for their two-week maneuvers. The aircraft left Mt. Vernon weighing between 126,000 to 135,000 lbs.! Mr. Collins thanked all of the board members, employees, and volunteers that made the day possible. He reminded everyone that the airport gets to do it again later in the month when they return home!

Commissioner Monk noted that AT&T would soon be on site working on the telephone cabling between the Koziara Terminal and Fixed Base Operator Building.

Mr. Collins reminded the Commissioners of the Special Meeting on Tuesday, July 17, 2012 for the Annual Budget Hearing.

### **EXECUTIVE SESSION**

There being no items to discuss in Executive Session, Chairman Martin moved forward with the meeting.

There being no further business to discuss under Other Business, no further items for discussion on the Agenda, and no items to be taken from Executive Session, motion was made and seconded to adjourn the meeting. Upon roll call vote, all were in favor and the meeting was adjourned.