

MINUTES OF REGULAR FEBRUARY 2025 MEETING OF THE JACKSONVILLE AIRPORT AUTHORITY

The Board of Commissioners of the Jacksonville Airport Authority met for the regular monthly meeting on Tuesday, February 11, 2025, at 5:30 p.m.

Call to Order: The meeting was called to order by Chairman Heady.

Roll Call: Commissioners Kindred, Jamison, Zipprich, Heady, Manager Saxer, Secretary Beard and Treasurer Davidson appeared in person.

Approval of Minutes: On the motion of Commissioner Zipprich and second of Commissioner Kindred, the minutes of the January, 2025 meeting and the Executive Session meeting were approved.

Presentation of 2024 Audit: Adam Withee of Zumbahlen, Eyth, Surratt, Foote & Flynn presented the 2024 audit, and answered questions from the Board. The standard material weaknesses were reviewed, as set forth in the "Communication of Material Weaknesses". Due to the size of the Board, the accounting function is controlled by a limited number of individuals resulting in an inadequate segregation of duties. While management of the Authority has segregated duties where possible, the small number of personnel limits the overall effectiveness of the internal controls. Adam suggested that the Board continue to review all financial reports, etc. submitted as part of the oversight process.

Following discussion, on the motion of Commissioner Kindred and second of Commission Jamison, the 2024 audit was accepted.

Treasurer's Report/Payment of Bills: Treasurer Davidson reviewed her report. For January, as of February 7, 2025, balance in the Authority's general fund was \$547,752.75 (being \$142,807.43 in The Farmers State Bank and Trust Company checking account, \$2,184.97 in the Heartland Bank & Trust money market account, and \$20,690.87 in the CNB Bank & Trust money market account, and \$382,069.48 in the Illinois Funds prime account) with a \$50,000.00 certificate of deposit and accrued interest of \$233.33. The total income for the month of January, was \$134,463.86, including grants and reimbursements of \$105,450.65. Total expenses were \$32,441.66, resulting in net income of \$101,867.85. Total assets as of February 7, 2025 were \$6,146,867.63, with liabilities of \$1,288,418.25, for total equity of \$4,860,448.78. The bills were also reviewed. On the motion of Commissioner Zipprich and second of Commissioner Kindred, the Treasurer's report and payment of bills were approved.

Manager's Report: The Manager's Report for January was reviewed. For January:

Hangar rent \$6,960.00

Aircraft rent \$1,984.75

Fuel sales 700.83 gallons

Archer rental 2935S, 5 hours, net profit \$707.64

Warrior rental 6911J, 18.40 hours, net profit \$101.39

Total operations for the month - 281 - an increase of 21 from the prior month

Total operations for the year - 260

Old Business:

Hangar Project - no report

Lighting Project - Manager Saxer reported:

- All of the lights, signs and Runway End Identifier Lights (REILs) have been installed. Work to finish the exterior wiring and installation of the wind cones will continue over the next few weeks.

- The updates to the electrical vault have also been progressing and the switch over of the emergency panel was completed last week. The contractor anticipates having the new regulator installed and the vault near completion in the few weeks as well.

- There was an issue noted with the existing radio control unit that was not present during the initial testing for the project. Once the project is complete and final testing takes place, we will examine this further and attempt to correct the issue if it does not rectify itself with the project updates.

- The contractor will have final cleanup and dirt work to complete once weather improves.

- Only two other airports (Galesburg and Rushville) have expressed any interest in the old lights at this time, and Galesburg only desires a small number of them. Any old lights not re-purposed in the next two weeks will be disposed of by the contractor.

- Grant funding was only available to replace existing REILs as part of this lighting project. We will retain the REILs removed from the approach ends of runways 13-31 & 22. Outside of the project scope, we may have to opportunity to install one of the old sets on the approach end of runway 04, the only runway currently without REILs. Options will be discussed with the contractor and others to determine feasibility and cost. It may be possible to have wiring and boxes installed now and install the REILs at a time after final inspection and acceptance of the lighting project.

Runway Project - no report

Tiling Project - no report

New Business:

Approval of IPRF Worker's Comp Premium - Following discussion, upon the motion of Commissioner Kindred and second of Commissioner Jamison, the IPRF Worker's Comp premium of \$1,013.00 was approved.

Public Comment:

There was no public comment.

Adjournment:

On the motion of Commissioner Kindred and second of Commissioner Zipprich, the meeting was adjourned at 6:20 p.m.

Daniel J. Beard, Secretary