

Havana Regional Port District

Minutes of Regular Meeting

Held December 12, 2025

Meeting was called to order 8:36 AM by Bob Martin, President.

1. Reading of Agenda

Roll call: Members present were Bob Martin, president; John Komnick, treasurer; and Mike Perkins, secretary.

2. Consent Agenda

2.1 Approval of the Agenda for December 12, 2025 (this meeting).

2.2 Approval of the Regular Meeting Minutes from November 14, 2025 and the TIP meeting held October 16, 2025.

2.3.1 The financial report from Mr. Komnick is as follows:

- Mr. Komnick reported the checking account balance is \$49,276.46 and represents all liquid assets.
- Project loan balance was reported as \$85,802.34.

2.3.2 State grant payments

- No update provided. Mr. Perkins previously reported that CRRSA and ARPA grant signatures were applied to the grant application forms and were submitted by Mr. Perkins to the state.
- No update provided. Mr. Perkins said he will check on the status of the Airport Fuel Tax Refunds with Bill Eaves.

2.3 All outstanding bills for the next month are to be paid.

- **Motion:** accept all items on the consent agenda.
- **Discussion:** none.
- **Vote:** motion passed unanimously.
- **Resolved:** to accept the consent agenda.

3. Unfinished Business

3.1 Phase II of the Port Master Plan Project

There was no update again this month. This project is waiting for potential 2026 funding.

3.2 ILWW Ports

Mr. Martin reported that the ILWW is participating in a decarbonization project study that may include the HRPD if it desires.

3.3 Ten-year Planning Budget

No update available; this item will be removed from the agenda.

3.4 Funding and Grants

3.4.1 Fuel Tax Grant

Mr. Perkins stated he attempted contact with the program administrator but no return call has been forthcoming. The application is for a \$12,498.00 grant.

3.4.2 CRSSA and ARPA Grants

There was no update this month. Mr. Perkins previously reported that these grants have been applied for in the amounts of \$22K for CRRSA and \$13K for ARPA.

3.4.3 IVT/Sunrise FS PIDP grant application

There was no update this month. The grant application was submitted in September 2025.

3.4.4 State Reporting and Audit Requirements

Mr. Perkins stated that he will converse with the State Comptroller's office today to reconcile budget filings by reopening and correcting the 2022 filing, making it possible to file 2023, 2024, and 2025.

3.4.5 Annual Financial Report

Mr. Perkins reported that completion is contingent upon other items.

3.5 Airport Intern

This item is to be removed from the agenda.

3.6 Hangar Pavement Project

Mr. Perkins reported that the asphalt has been laid, with the drain installation occurring in spring.

3.7 TIP Planning

3.7.1

Mr. Perkins reported that the TIP meeting was held with IDOT October 16, 2025, the minutes of which were approved at the beginning of this meeting.

3.7.2

As previously reported, land purchase for the runway extension will be covered in the updated ALP. Potentially nine letters of intent for could be pursued from businesses in favor of a paved runway.

3.8 Volunteer projects

3.8.1 Airport Improvements.

There was no update given.

3.8.2 EAA Chapter Activities

No update was available.

3.9 Maintenance

3.9.1 Ditch maintenance.

Mr. Perkins previously reported in summer that chemical application for brush removal in the rocks has not been done as promised by the tenant farmer.

3.9.2 Vandalism deterrents.

Mr. Martin reported he is making contact with a firm interested in installing a video surveillance system. Lighting for the roadside sign will be purchased and installed.

3.9.3 Airfield lighting and marking.

Mr. Perkins stated that a quotation for needed replacement parts was received and will be purchased.

3.9.4 Vehicles and Equipment

Mr. Komnick previously reported that the crew car's inop air conditioning will be repaired in spring.

3.9.5 Other Maintenance

Mr. Komnick suggested the shop be insulated. Mr. Perkins agreed to arrange for contractor bids.

3.9.6 Based Aircraft

Mr. Komnick reported again this month that airport's based-aircraft is up-to-date; we have 19 total with 16 to our credit and three contested.

3.10 Insurance

Mr. Komnick reported that the property and liability policies have been paid.

3.11 Website

Mr. Perkins reported the developer is making good progress on the new website; it was suggested to widen our exposure via Facebook.

3.12 Airport Farming and Lease

There was no update available.

4. New Business

4.1 The next meeting was confirmed for 08:30 AM on January 9, 2025.

5. Public Comment

5.1 Open Floor

None.

6. Adjournment

- **Motion:** at 10:05 AM to adjourn the meeting.
- **Discussion:** none
- **Vote:** motion passed unanimously.
 - **Resolved** to adjourn the meeting.

Submitted,
Mike Perkins, Secretary
Havana Regional Port District

I, Mike Perkins, certify that the above minutes of this Havana Regional Port District Board Meeting were posted at the front door of the Havana Regional Airport, 17970 CR 1100N, Havana, IL on December 23, 2025 at 10:30 AM.

Mike Perkins, HRPD Secretary