

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS
MINUTES
BOARD OF COMMISSIONERS
February 19, 2019

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its monthly meeting in the Airport Terminal Conference Room, Quad City International Airport, Moline, Illinois, on Tuesday, February 19, 2019 pursuant to bylaws and meeting notice previously posted.

Commissioners

PRESENT: John McGregor, James Jannes, Kurt Donnelly
Jennifer Radloff, Richard Work, John Malvik

ABSENT: Richard John, Jodi Fisk

APPROVED BY
Board of Commissioners
Date 3-19-19

Others Present

Benjamin Leischner, Executive Director	Roger Strandlund, Califf & Harper PC
Angela Burch, Director of Finance	Travis Strait, CMT
Jo Johnson, Dir of HR & Risk Mgmt	Molly Foley, former Commissioner
Chere Steiner, Executive Assistant	Tyler Power, QC Chamber
Cathie Rochau, Marketing Coordinator	Jana Brau, Paradies
Jeff Swan, Interim Public Safety Mgr	Todd McGreevy, Admospheres
Marlin Jackson, Bldg. Maint. Supervisor	Jeff Hardacre, TSA
Anela Iriskic, HR Student Intern	Tom Nielson, Civil Air Patrol
Public Safety Officers Rogers, McGuire, Murphy, Tracy and Engle	

Chairman Malvik called the meeting to order at 8:00 a.m.

Pursuant to Public Notice posted in the Terminal Building and published in the Dispatch/Argus, Chairman Malvik opened a public hearing on revisions to the Rates & Charges Ordinance. Chairman Malvik made three calls for public input on the proposed changes. There being no comments written or verbal, motion Commissioner Jannes, second Commissioner Donnelly, to close the Public Hearing. Motion passed by unanimous verbal vote and the hearing was closed.

Benjamin Leischner, Executive Director, presented a certificate of appreciation to outgoing Commissioner Molly Foley who has represented Rock Island on the Airport Board since 2006. Ms. Foley was the first female Commissioner appointed to the Board as well as the first female Chairperson elected to head the Airport Authority. Board members expressed their appreciation for her dedication, expertise and enthusiasm during her tenure on the Board of Commissioners.

Mr. Leischner presented a certificate of appreciation to Tom Nielson for the Civil Air Patrol's above-and-beyond assistance to the Airport by working extended hours to safely transport passengers from the terminal to their cars during the recent sub-zero weather. The CAP was applauded and thanked for going beyond their mission in such extreme conditions.

Jeff Swan, Interim Public Safety Manager, presented the Public Safety Officer of the Year award to Cole Rogers. Officer Rogers received a Lifesaver award in August 2018, currently serves as the wildlife officer and fuel farm inspector, and is first to achieve the designation of Master Airport Firefighter for the Quad City International Airport. Officer Rogers was congratulated and thanked for his service to the Public Safety Department and to the Airport.

1. Moved Commissioner Work, second Commissioner Radloff, for the Minutes of the board meeting and executive session held on January 15, 2019 and Minutes of the Special Meeting held January 22, 2019 to be approved. Motion carried by unanimous verbal vote.
2. There were no petitions or communications to the Board.
3. Benjamin Leischner presented the Director's Update, noting the effect the severe winter weather has had on airport operations. Also reviewed was recent legislation increasing the minimum wage in Illinois, federal action to avert another partial government shutdown, the accomplishments of outgoing commissioner Molly Foley and a brief background on Rick John, Jr., newly appointed as the commissioner from Rock Island. A copy of the document will be placed on file.
4. Report of Officers and Standing Committees:
 - a. Angela Burch, Director of Finance, presented the Treasurer's Report for January 2019. Cash changed less than 1%, in line with projected cash flow and position. The fourth installment was paid on the Flicks purchase. Motion by Commissioner Jannes, second Commissioner Donnelly, for the Treasurer's Report to be approved. Motion carried by unanimous verbal vote.
 - b. and c. The Metropolitan Airport Authority Financial Statements for January 2019 and the LLC Financial and Activity Statements for January 2019 were placed on file. Ms. Burch stated operating revenue was flat. Parking lot revenue was up 4%. Operating expenses were up 1.5%. Non-operating revenue was up 28%. No capital contribution was made to the LLC.

LLC operating revenue was up 13% due to new passenger services and deicer sales, offset by a decrease in fuel sales and cargo revenue. Operating expenses were up due to increased costs for ground service equipment, insurance and the purchase of fuel at significant savings.
 - d. The Airport Activity Summary for January 2019 was presented. Mr. Leischner reported the summary was changed to include non-revenue passengers such as standby travelers and flight crews. Enplanements were up 4% with those additions, 1% without them. United Express was up 19%. The airport will consider marketing its cargo operations. The report was placed on file.
 - e. Mr. Leischner reviewed the Airport projects and construction report. Northwest Service Road Phase II will start in the spring. Airfield Lighting Phase I continues to be on hold for the winter season with Phase II to start in the summer. CMT

continues to develop the scope for Master Plan Update Phase II. Permitting and environmental considerations impede the Runway 27 RSA Grading and Drainage project. The report was placed on file.

- f. The report of bills paid in January was presented. Chairman Malvik stated the bills were approved by either the Board, Purchasing Committee or are under the dollar limit as established in the Airport Authority's Purchasing Policy. The report was placed on file.
5. Mr. Leischner summarized the amended Rates and Charges Ordinance, stating the structure was easier to use and would be visible to the public, non-discriminatory and with clear logic. Motion Commissioner Jannes, second McGregor to adopt the ordinance amending rates and charges. Roll call: Ayes – Commissioners McGregor, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – John and Fisk. Motion carried.
6. Due to excessive snow and ice, Mr. Leischner requested an amendment to the snow removal contract with Quint City Construction, increasing the total not-to-exceed \$221,000. Any further overage will be addressed at year end. Motion Commissioner Donnelly, second Radloff to approve the amendment. Roll call: Ayes – Commissioners McGregor, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – John and Fisk. Motion carried.
7. Mr. Leischner requested approval of an FAA reimbursable agreement in the amount of \$114,889 as part of the Runway 27 RSA Grading and Drainage project. The agreement is within the numbers approved for design and is a procedural piece to the contract with the FAA. Motion Commissioner Work, second Radloff to approve the agreement. Roll call: Ayes – Commissioners McGregor, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – John and Fisk. Motion carried.
8. At 8:51 a.m., Chairman Malvik invited board members to adjourn into Executive Session for the purpose of discussing personnel, collective bargaining, lease pricing, security, and pending or imminent litigation under the legal finding/factual basis supporting the application of exceptions to the Open Meetings Act; 5 ILCS 120/2(c) (1, 2, 6, 8 and 11). Motion Commissioner Radloff, second Donnelly to conduct the meeting in Executive Session. Roll call: Ayes – Commissioners McGregor, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – John and Fisk. Motion carried.

Remaining in the conference room were the Board Commissioners, Benjamin Leischner, Angela Burch, Jo Johnson, Chere Steiner and Roger Strandlund.

At 9:24 a.m., Motion Commissioner Radloff, second Donnelly to adjourn back into regular session. Roll call: Ayes – Commissioners McGregor, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – John and Fisk. Motion carried.

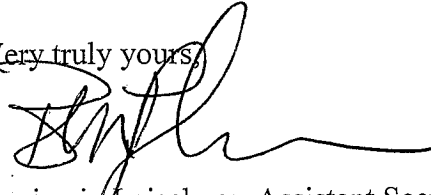
No formal action was taken.

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9. No action items arose from Closed Session. There was a brief discussion of current open positions. Mr. Leischner, prompted by an inquiry and statements on strategic planning matters, agreed to proceed as follows: diligently and expeditiously move ahead on a plan to seek competitive proposals from an array of temporary service vendors (applicable to Mr. Leischner's ongoing needs assessment in the areas of customer service and maintenance).

Being no further business, motion Commissioner Radloff, second Donnelly, to adjourn the meeting at 9:27 a.m. Motion carried unanimously and the meeting was concluded.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Benjamin Leischner', written over the closing text.

Benjamin Leischner, Assistant Secretary
For: Richard Work, Secretary