

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS
MINUTES
BOARD OF COMMISSIONERS
November 20, 2018

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, November 20, 2018 pursuant to bylaws and meeting notice previously posted.

Commissioners

PRESENT: Molly Foley, John McGregor, Jodi Fisk, James Jannes,
Kurt Donnelly, Jennifer Radloff, Richard Work, John Malvik

ABSENT: None

APPROVED BY
Board of Commissioners
Date 12-18-18

Others Present

Benjamin Leischner, Executive Director
Angela Burch, Controller
Jo Johnson, Dir of HR & Risk Mgmt
Chere Steiner, Executive Assistant
Cathie Rochau, Marketing Coordinator
Roger Strandlund, Califf & Harper PC

Brad Gantt, Airfield Maint. Supervisor
Marlin Jackson, Bldg. Maint. Supervisor
Travis Strait, CMT
Jeff Hardacre, TSA
Todd McGreevy, Admospheres

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

1. Moved Commissioner Fisk, second Commissioner Donnelly, for the Minutes of the board meeting and executive session held on October 16, 2018, to be approved. Motion carried by unanimous verbal vote.
2. There were no petitions or communications to the Board.
3. Benjamin Leischner reviewed the Director's Update, outlining activity and insight since the last meeting including a revised website, the addition of interns to the administrative staff with Customer Care and GSE work transitioned to the LLC for better control over the services delivered. A copy of the document will be placed on file.
4. Report of Officers and Standing Committees:
 - a. Angela Burch, Controller, presented the Treasurer's Report for October 2018. Cash was up 2.7%. Parking lot revenue was up 5%. The cash position is stable, on track with the budget. Motion by Commissioner Foley, second by

Commissioner Radloff, for the Treasurer's Report to be approved. Motion carried by unanimous verbal vote.

- b. and c. The Metropolitan Airport Authority Financial Statements for October 2018 and the LLC Financial and Activity Statements for October 2018 were placed on file. Ms. Burch stated year-to-date operating revenue was up 3.18%. Operating expenses remained flat, down less than 1%. Non-operating revenue and expenses were in line with enplanements. LLC operating revenue was up 6% and cargo was up 15% over prior year. Operating expenses were up 8% due to the timing of fuel purchases and depreciation on two new fuel trucks. The realignment of services is expected to change the operating loss to a positive. Mr. Leischner plans to meet with management at the Sanford FL airport regarding their process for ground handling.
 - d. The Airport Activity Summary for October 2018 was presented. Mr. Leischner reported overall passengers were up 2% for the month and 6% calendar year-to-date. Scheduled seats for the first part of 2019 are up 13.5%. The report was placed on file.
 - e. Mr. Leischner reviewed the Airport projects and construction report. Security Phase II designated training is complete. NW Service Road Phase I is awaiting grant closeout, as is Taxiway G. Airfield Lighting Phase I is currently underway. Airfield Lighting Phase II begins summer 2019. The Master Plan Update Phase II has a revised scope of work focusing on a geometry study for safety concerns on runway incursions. There was brief discussion regarding status of wildlife deterrent measures. The report was placed on file.
 - f. The report of bills paid in October 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 requested approval of Tri City Electric as the low bidder for the Airfield Lighting Phase II project in the amount of \$2,006,182 and reminded Commissioners the project was moved up to qualify for supplemental funding on a short timeline. Motion Commissioner Foley, second Commissioner McGregor to approve. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.
6. At 8:31 a.m., Chairman Malvik invited board members to adjourn into Executive Session for the purpose of discussing personnel, collective bargaining, property acquisition, 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, 5, 6, 8 and 11). Motion Commissioner Work, second Commissioner Donnelly to conduct the meeting in Executive Session. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.

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

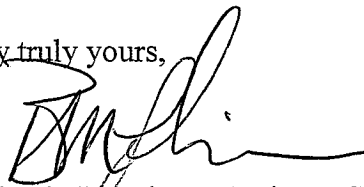
At 9:28 a.m., Motion Commissioner Donnelly, second Commissioner Radloff to adjourn back into regular session. Roll call: Ayes – Commissioners Foley, McGregor, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – none. Motion carried.

No formal action was taken.

7. No action items arose from Closed Session. There was brief discussion regarding collaboration with the Chamber of Commerce to identify structure of the Air Service Committee.

Being no further business, motion Commissioner Foley, second Commissioner Radloff, to adjourn the meeting at 9:31 a.m. Motion carried unanimously and the meeting was concluded.

Very truly yours,

A handwritten signature in black ink, appearing to read 'B. Leischner', written over the typed name below.

Benjamin Leischner, Assistant Secretary
For: Richard Work, Secretary