

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS
MINUTES
BOARD OF COMMISSIONERS
February 18, 2020

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 18, 2020 pursuant to bylaws and meeting notice previously posted.

Commissioners

APPROVED BY
Board of Commissioners
Date 3-17-20

PRESENT: Richard John, Jr., Jodi Fisk, James Jannes,
Jennifer Radloff, Richard Work, John Malvik

ABSENT: John McGregor, Kurt Donnelly

Others Present

Benjamin Leischner, Executive Director	Roger Strandlund, Califf & Harper PC
Angela Burch, Director of Finance	Travis Strait, CMT
Jo Johnson-Meineke, Dir of HR & Risk Mgmt.	Todd McGreevy, Admospheres
Ashleigh Johnston, PR & Marketing Mgr.	Jeff Hardacre, TSA
Chere Steiner, Executive Assistant	Robert Connelly, Dispatch/Argus
Jeff Swan, Public Safety Manager	Jana Brau, Paradies
Betsy Kaiser, Accountant	Jim Lofino, Air Host
Sarah Tillberg, Community Relations Specialist	Jawaan Arrington, WQAD

Chairman Malvik called the meeting to order at 8:00 a.m. Public Safety Manager, Jeff Swan, presented the Public Safety Officer of the Year award to Officer Jason Francque. Officer Francque and other public safety officers attending the presentation left the meeting at this time.

1. Moved Commissioner Jannes, second Radloff, for the Minutes of the monthly board meeting and executive session held on January 21, 2020 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 Elliott Aviation sale to Summit Park and the override of IL HB3902 that will benefit Elliott's operations. Also mentioned was the RFP for marketing agencies to support the Airport's strategic goals, a quarterly marketing update that will begin at the monthly meeting in March, receipt of an original mural by Michael Blaser entitled "Our Town" donated by Mid-American Energy and an update on new employees for the administrative department. A copy of the document was placed on file.
4. Report of Officers and Standing Committees:
 - a. Angela Burch, Director of Finance, presented the Treasurer's Report for January 2020. Cash flow was up \$942,000 due to a large reimbursement of grant funds from

the State. The final payment on the promissory note for the Flick's purchase was made in January. Nothing was out of the ordinary and all was within budget. Motion Commissioner Work, second John, for the Treasurer's Report to be approved. Motion carried by unanimous verbal vote.

- b. and c. The January 2020 Metropolitan Airport Authority Financial Statements and LLC Financial and Activity Statements were placed on file. Ms. Burch noted overall net change in position July-January was positive \$2.1 million. The \$750,000 in capital contributions was money received from the State. Overall winter costs are half of last year's amount. A better picture of those costs will be available next month.

The LLC was up \$16,000 primarily due to the increase in reimbursement rate for passenger services from \$25 to \$35 to recoup a reasonable rate after mandated wage increases. All else was similar to prior months.

- d. The Airport Activity Summary for January 2020 was presented. Mr. Leischner reported total passengers were flat calendar year-to-date. Both Delta and Allegiant were down. There were minor service changes in the fleet mix with some larger planes in use. Tower numbers were down due to weather since less private planes fly in poor conditions. The report was placed on file.
 - e. Mr. Leischner reviewed the Airport projects and construction report. There was no activity due to the winter season. Design work is complete for the Runway 27 RSA Grading and Drainage project and Valley Construction will begin work in the spring. 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. Chairman Malvik noted the memo regarding negotiations of a lease agreement with LAZ Parking to provide valet and coat check services. The five year lease will be for 268 square feet of office space and up to 15 parking spaces in the vicinity of the terminal. LAZ will also take over Lost and Found for the Airport. With no further discussion, motion Commissioner Fisk* seconded by John to approve the Executive Director moving forward with lease negotiations. Roll call: Ayes – Commissioners John, Fisk, Jannes, Radloff, Work, Malvik. Nays – none. Absent – McGregor, Donnelly. Motion carried.
6. Chairman Malvik noted the memo regarding a 3-year lease extension with Air Host to provide food and beverage services. The recommendation is to delay a longer lease until terminal modernization plans are developed and complimentary tenant improvements or remodeling needs are known. Certain improvements to existing facilities and services are required with this extension. With no further discussion, motion Commissioner Jannes* seconded by Radloff to approve the 3-year extension. Roll call: Ayes – Commissioners John, Fisk, Jannes, Radloff, Work, Malvik. Nays – none. Absent – McGregor, Donnelly. Motion carried.

7. At 8:37 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 John, second Radloff to conduct the meeting in Executive Session. Roll call: Ayes – Commissioners John, Fisk, Jannes, Radloff, Work, Malvik. Nays – none. Absent – McGregor, Donnelly. Motion carried.

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

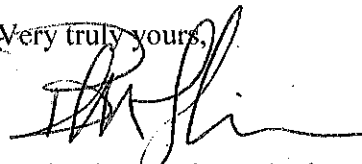
At 9:48 a.m., Motion Commissioner Work, second Radloff to adjourn back into regular session. Roll call: Ayes – Commissioners John, Fisk, Jannes, Radloff, Work, Malvik. Nays – none. Absent – McGregor, Donnelly. Motion carried.

No formal action was taken.

8. No action items arose from closed session.

Being no further business, motion Commissioner John, second Radloff, to adjourn the meeting at 9:49 a.m. Motion carried unanimously and the meeting was concluded.

Very truly yours,



Benjamin Leischner, Assistant Secretary
For: Richard Work, Secretary

**Motion to adopt the Airport staff recommendation as findings, with such recommendation being approved. As part of the Motion, the Airport Executive Director is authorized to execute all documents related to the approved transaction subject to compliance with all applicable regulatory authority and approval of Airport legal counsel.*