

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS
MINUTES
BOARD OF COMMISSIONERS
January 21, 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, January 21, 2020 pursuant to bylaws and meeting notice previously posted.

Commissioners

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

ABSENT: John McGregor

APPROVED BY
Board of Commissioners
Date 2-18-20

Others Present

Benjamin Leischner, Executive Director
Angela Burch, Director of Finance
Jo Johnson-Meineke, Dir of HR & Risk Mgmt.
Ashleigh Johnston, PR & Marketing Mgr.
Chere Steiner, Executive Assistant
Jeff Swan, Public Safety Manager
Betsy Kaiser, Accountant
Marlin Jackson, Facilities Manager

Roger Strandlund, Califf & Harper PC
Travis Strait, CMT
Todd McGreevy, Admospheres
Amy Simler, Bush Construction
Robert Connelly, Dispatch/Argus
Jana Brau, Paradies
Chris Howley, LAZ Parking

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 Fisk, second John, to close the Public Hearing. Motion passed by unanimous verbal vote and the hearing was closed.

1. Moved Commissioner Jannes, second Donnelly, for the Minutes of the monthly board meeting and executive session held on December 17, 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 impact of recent winter weather disruptions and cancellations. Also reviewed was the 20 by 20 initiative, stabilization of passenger enplanements and the ongoing investment in the workforce. 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 December 2019. December cash position was up \$372,000, a 1.8% change. PFCs are used to fund the semi-annual bond payment, so they'll accumulate until the next payment is made. Approximately \$350,000 in construction costs were paid with \$375,000 received back from the State. Motion Commissioner Jannes, second Donnelly, for the Treasurer's Report to be approved. Motion carried by unanimous verbal vote.

b. and c. The December 2019 Metropolitan Airport Authority Financial Statements and LLC Financial and Activity Statements were placed on file. Ms. Burch noted overall net change in position for the first six months of the fiscal year was positive \$1.9 million. Operating revenue was up 9%. Fiscal year enplanements were even and parking lot revenue was slightly higher, up 2.55% year-to date. Rental car revenue was down and operating expenses were flat with less than 1% change. Salaries and wages were up just under 6%, largely due to new positions added. Non-operating revenue and expenses were flat but investment income was up 150%.

The LLC bottom line was an \$11,000 loss similar to last year. More investment was made in employees with a wage increase and expanded benefits. Another increase will be effective in July to stay ahead of minimum wage. Allegiant ground handling revenue was down 9% year to date.

- d. The Airport Activity Summary for December 2019 was presented. Mr. Leischner reported total passengers were up 5% for the month due to various cancellations in December 2018, and up 2% for the calendar year. Allegiant was down 9% but all other carriers grew. January scheduled seats are up 2% and 2%-4% for the quarter, in line with the industry average of 2.6%-2.7%. The report was placed on file.
- e. Mr. Leischner reviewed the Airport projects and construction report. Due to the slow winter season and poor weather conditions, there was no activity to discuss. The report was placed on file.
- f. The report of bills paid in December 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 and the public hearing opening this meeting regarding adoption of the amended Rates and Charges Ordinance to reflect the updated tariff schedule approved by the Board on December 17, 2019. With no questions or further discussion, motion Commissioner Fisk seconded by Radloff to adopt the updated ordinance. Roll call: Ayes – Commissioners John, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – McGregor. Motion carried.
6. Chairman Malvik noted the memo regarding architectural design services for the terminal and facilities, briefly reviewing the actions of the Planning Committee at the meeting on January 10. The Committee granted Mr. Leischner and his staff authority to select the firm and bring their decision to the full Board for approval, further recommending the Executive Director be given authority to negotiate an agreement with that firm. Alliance out of Minneapolis was chosen. Services performed by Alliance will be added to the

construction report when applicable. With no further discussion, motion Commissioner Donnelly* seconded by Jannes to approve Alliance as the selected architectural design firm and authorize the Executive Director to negotiate the agreement. Roll call: Ayes – Commissioners John, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – McGregor. Motion carried.

7. At 8:30 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, pending or imminent litigation and bi-annual review of Closed Session minutes 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, 11 and 21). Motion Commissioner Fisk, second Radloff to conduct the meeting in Executive Session. Roll call: Ayes – Commissioners John, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – McGregor. 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.

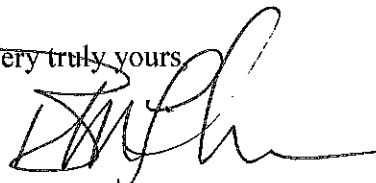
At 9:14 a.m., Motion Commissioner Jannes, second Radloff to adjourn back into regular session. Roll call: Ayes – Commissioners John, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – McGregor. Motion carried.

No formal action was taken.

8. Motion Commissioner John, seconded by Work to approve the Travel Policy Supplement supporting personal aircraft usage/reimbursement as well as the resolution retaining confidentiality of Closed Session minutes. Roll call: Ayes – Commissioners John, Fisk, Jannes, Donnelly, Radloff, Work, Malvik. Nays – none. Absent – McGregor. Motion carried.

Being no further business, motion Commissioner Donnelly, second Fisk, to adjourn the meeting at 9:16 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.*