

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS
MINUTES
BOARD OF COMMISSIONERS
July 21, 2020

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting by on Tuesday, July 21, 2020 pursuant to bylaws and meeting notice previously posted, with a live-feed to the MAA Conference Room in accordance with by-laws and meeting notice previously posted to comply with Governor Pritzker's Proclamations and Executive Orders regarding Public Meetings in response to the coronavirus pandemic.

Commissioners:

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

APPROVED BY
Board of Commissioners
Date 8-18-20

ABSENT: John McGregor, Richard Work

Also Present in Terminal Conference Room:

Present via Live Feed in MAA Conf. Room:

Benjamin Leischner, Executive Director
Angela Burch, Director of Finance
Jo Johnson-Meineke, Dir of HR & Risk Mgmt.
Chere Steiner, Executive Assistant
Roger Strandlund, Califf & Harper PC

Joe Goetz, Operations Supervisor
Ashleigh Johnston, PR & Marketing Mgr.
Robert Connelly, Dispatch Argus/QC Times
Amy Simler, Bush Construction

Present via Internal Call-In to Live Feed:

Jeff Swan, Public Safety Manager; Marlin Jackson, Airport Facilities Manager; Don Culbertson, Fueling Operations Supervisor; Kevin Larson, Building Services Supervisor; Betsy Kaiser, Accountant.

Chairman Fisk called the meeting to order at 8:08 a.m.

Pursuant to Public Notice posted in the Terminal Building and published in the Dispatch/Argus, Chairman Fisk opened a public hearing on the proposed Budget and Appropriations Ordinance for fiscal year ending June 30, 2021. Chairman Fisk invited discussion of the proposed budget ordinance. There being no comments written or verbal, motion Commissioner Malvik, second Commissioner Donnelly for the Public Hearing to be closed. Roll call: Ayes – Commissioners John, Malvik, Jannes, Donnelly, Radloff, Fisk. Nays – none. Absent: McGregor and Work. Motion carried and the hearing was closed at 8:10 a.m.

1. Motion Commissioner Jannes, second Radloff, for the Minutes of the monthly board meeting and executive session held on June 23, 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, expressing appreciation for the leadership and guidance of outgoing Chairman, John Malvik, while looking forward to working with newly appointed Board officers during this challenging time. A plaque of appreciation was presented to Commissioner Malvik and Chairman Fisk thanked the former chairman for his commitment, integrity and humility during his leadership of the Board.

A recent forecast predicts a dip in passengers until 2023. The #wegoQC campaign activity was reviewed and it was noted the QCIA LLC ground handling operation received \$305,000 from the Treasury Department's payroll support program. A copy of the document was placed on file.

4. Report of Officers and Standing Committees:

- a. Angela Burch, Director of Finance, reviewed the Treasurer's Report for June 2020, noting the fiscal year ended in a strong cash position above budget, \$8 million over the cash goal. A large amount of property tax revenue received in June offset other decreases. Interest income ended just short of the goal due to a sharp drop in rates. Motion Commissioner Malvik, second by John for the Treasurer's Report to be approved. Roll call: Ayes – Commissioners John, Malvik, Jannes, Donnelly, Radloff, Fisk. Nays – none. Absent – McGregor and Work. Motion carried.

- b. and c. The June 2020 Metropolitan Airport Authority Financial Statements and LLC Financial and Activity Statements were placed on file. Ms. Burch stated enplanements were down 26% compared to fiscal year-end 2019. Operating revenue was down 7.4% from the prior year as not all revenue lines are tied to passenger traffic. A 35% reduction in revenue was budgeted for Fiscal Year 2021 based on estimated trends. Operating expenses were up 2% over FYE 2019 and non-operating revenue was down 18% due to decreased PFCs and CFCs related to declining enplanements. Capital contributions increased significantly due to \$1.5 million in expenses being submitted to the State for reimbursement under the CARES grant award, as well as roughly \$2 million in project work reimbursable under AIP grant funding. There was a positive \$3.9 million increase in cash position, pending closing and adjusting entries for the fiscal year and the upcoming audit.

The LLC had a \$28,000 loss in June, ending the year with a \$42,000 loss. LLC employees were utilized for seasonal work that is reimbursed by MAA. A \$305,000 grant to offset payroll costs was approved, of which \$152,000 has been received.

- d. The Airport Activity Summary for June 2020 was presented. Mr. Leischner reported that June traffic doubled over the prior month, above the national average. Enplanements were still down 78% from last year and future schedules are volatile with some schedules pulled back. Detroit is back with Minneapolis returning later in the year. Allegiant was stronger in June. There are fewer planes but they're larger with more seats. Tower movements are down 40%. The #wegoQC signage is out. The public will be educated regarding ease of social distancing at MLI with more room to spread out for a less stressful experience. More time is spent cleaning and there is continuity for safe operations. A few employees at high-risk for COVID have resigned. Plans are in place for virus positivity and testing options have been discussed. The report was placed on file.

- e. Mr. Leischner reviewed the Airport projects and construction report, noting the first half of the list is complete. FAA review comments on the ALP were received for the Master Plan Update Phase 2 project but progress will not be impeded while comments are addressed. Runway 27 RSA Grading and Drainage construction has progressed halfway due to favorable weather. Recommissioning the main runway could be delayed, but it will be manageable. Alliance terminal redesign work is scheduled for next month. The report was placed on file.
 - f. The reports of bills paid in June was presented. Chairman Fisk 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. Motion Commissioner Malvik second Donnelly to adopt the Budget and Appropriation Ordinance for Fiscal Year 2021 as discussed by the Internal Affairs Committee on June 19. Roll call: Ayes – Commissioners John, Malvik, Jannes, Donnelly, Radloff, Fisk. Nays – none. Absent – McGregor and Work. Motion carried.
 6. Angela Burch stated the \$1,463,000 tax levy has remained the same since 2016 and there was no need to increase it at this time. Motion Commissioner Donnelly, second John to adopt the FY 2020 Tax Levy Ordinance. Roll call: Ayes – Commissioners John, Malvik, Jannes, Donnelly, Radloff, Fisk. Nays – none. Absent – McGregor and Work. Motion carried.
 7. At 8:55 a.m., Chairman Fisk 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 Jannes, second Radloff to conduct the meeting in Executive Session. Roll call: Ayes – Commissioners John, Malvik, Jannes, Donnelly, Radloff, Fisk. Nays – none. Absent – McGregor and Work. Motion carried.

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

At 9:47 a.m., Motion Commissioner John, second by Radloff to adjourn back into regular session. Roll call: Ayes – Commissioners John, McGregor, Fisk, Jannes, Donnelly, Radloff, Malvik. Nays – none. Absent – Work. Motion carried.

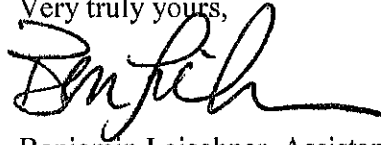
No formal action was taken.

8. Motion Commissioner Malvik, second Radloff to approve the payroll memorandum for Executive Director Leischner. Roll call: Ayes – Commissioners John, Malvik, Jannes, Donnelly, Radloff, Fisk. Nays – none. Absent – McGregor and Work. Motion carried.

Motion Commissioner Jannes, second John to approve the resolution authorizing continued confidentiality of certain Closed Session minutes. Roll call: Ayes – Commissioners John, Malvik, Jannes, Donnelly, Radloff, Fisk. Nays – none. Absent – McGregor and Work. Motion carried.

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

Very truly yours,

A handwritten signature in black ink, appearing to read "Ben Leichner", with a long horizontal flourish extending to the right.

Benjamin Leischner, Assistant Secretary
For: Jennifer Radloff, Secretary