

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS

MINUTES
BOARD OF COMMISSIONERS
April 20, 2021

APPROVED BY
Board of Commissioners
Date 5-18-2021

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting by virtual media and limited in-person attendance on April, 20, 2021, pursuant to bylaws and meeting notice previously posted, with a live-feed to the MAA Conference Room to comply with Governor Pritzker's Proclamations and Executive Orders regarding Public Meetings in response to the coronavirus pandemic.

Commissioners:

PRESENT BY "GoToMeeting": Chairperson Jodi Fisk, Kurt Donnelly, Jennifer Radloff,
James Jannes, John Malvik, John McGregor, Richard Stone

ABSENT: Richard John, Jr.

Present in Terminal Conference Room:

Benjamin Leischner, Executive Director
Joe Goetz, Operations Manager
Angela Burch, Director of Finance
Jo Johnson-Meineke, Dir of HR & Risk Mgmt.
Jodi Fisk, Chairperson
John Malvik, Commissioner
Roger Strandlund, Legal Counsel
Brooke Rutledge, Executive Assistant

Also Present by "GoToMeeting":

Ashleigh Johnston, Public Relations and Marketing Manager, Jeff Swan, Public Safety Manager, Marlin Jackson, Airport Facilities Manager, Betsy Kaiser, Accounting Manager, Travis Strait, Mike Witiw HDR, and Jeff Hardacre, Deputy Federal Security Director

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

1. Motion by Commissioner Malvik, Second by Commissioner Radloff, for the Minutes of the monthly board meeting and executive session held on March 23, 2021 to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, James, Radloff, Donnelly, Fisk. Nays-none. Absent – John. Motion carried.
2. There were no petitions or communications to the Board.
3. Benjamin Leischner presented the Director's Update. Mr. Leischner began by reflecting on the past year of unplanned challenges, but with the leadership of the Board of Commissioners, Mr. Leischner states the Quad Cities International Airport has never been stronger. Mr. Leischner expressed his pleasure in the newly announced brand, website and increased presence on social media, noting the exciting conversations he has had with members of the community. He also noted the increase in demand for travel, with March being the strongest month since the pandemic began. A copy of the written version of Mr. Leischner's Director's Update was placed on file.
4. Report of Officers and Standing Committees:

- a. Angela Burch, Director of Finance, reviewed the Treasurer's Report for March 2021. The report depicts an overall healthy cash position at \$25.5 million, with \$11 million over the unrestricted goal. She attributed a large portion of the healthy cash position to the CARES Program funding and project reimbursement as well as savings in operating expenses compared to budget and capital project work that has been approved but has not yet occurred or been paid for. Motion by Commissioner Malvik, Second by Commissioner Jannes for the Treasurer's Report to be approved. Roll call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk. Nays – none. Absent – John. Motion carried.
- b. and c. The March 2021 Metropolitan Airport Authority Financial Statements and LLC Financial and Activity Statements were placed on file. Her report presented operating revenue down 31%, with operating expenses up 1.4% from last year. Ms. Burch noted additional income will be reflected for fiscal year 2021 once additional funds are received from the CRRSAA Grant, allowing submittal of expenses from January 2020. Ms. Burch ended her report noting public relations and advertising expenses up due to rebranding.

Ms. Burch's report included the observation of the LLC having an operating income loss of \$22,000 for the month of March, noting the reduction of deicing revenue over the prior month as winter comes to an end. The LLC still had an overall positive net position of \$110,000 for the month (\$326,000 year-to-date) due to the Payroll Support Program grant funds which are reported as non-operating revenue. Ms. Burch noted a pickup in activity between February and March with fueling hookups up 28% and ground service up 30%. The report concluded with Ms. Burch extending her gratitude to Mr. Leischner for his diligent and persistent efforts that resulted in additional payroll support grant award monies for the LLC.

- d. The Airport Activity Summary for March 2021 was placed on file. Mr. Leischner reported total passengers were down 46% compared to March 2019, but still staying consistent with the national average. He noted Moody's projection of 2024 to return to 2019 pre-pandemic numbers. He ended the report noting the healthy uptick in activity during the month of March. The report was placed on file.
- e. Joe Goetz, Airport Operations Manager, reviewed the Airport projects and construction report. Highlights of Mr. Goetz's review are noted in these Minutes. Mr. Goetz noted similar activity to the prior month, with spring being a relatively quiet season. Passenger Boarding Bridges Replacement is 40% complete. Alliance facilities Sense of Place project is nearing completion at 92%. Moxy Solar has completed all roof work and steel should begin going up by the end of the month for their solar project. The report was placed on file.
- f. The report of bills paid in March 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. Chairperson Fisk noted the memo regarding the purchase and installation of a terminal-wide voice paging system from Conference Technologies, Inc. of Davenport, Iowa in an amount not to exceed \$155,000.00. Motion by Commissioner Jannes*, second by Commissioner Donnelly, to approve the purchase and installation of a terminal-wide voice paging system. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – John. Motion carried.
6. Chairperson Fisk noted the memo regarding the purchase of terminal casual/lounge seating from Agati Furniture Inc. of Chicago, Illinois in an amount not to exceed \$125,000.00. Motion by Commissioner Jannes*, second by Commissioner Radloff, to approve the purchase of terminal casual/lounge seating. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – John. Motion carried.

7. Chairperson Fisk noted the memo regarding the capital purchase of a 170-ton Air Cooled Chiller from Trane U.S. Inc. in an amount not to exceed \$175,000.00. Motion by Commissioner Jannes*, second by Commissioner Donnelly, to approve the capital purchase of a 170-ton Air Cooled Chiller. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – John. Motion carried.
8. Chairperson Fisk noted the memo regarding the purchase of entryway and circle drive signs to adhere to the new name and logo for the airport in an amount not to exceed \$60,000.00. Motion by Commissioner Jannes*, second by Commissioner Stone, to approve the purchase of entryway and circle drive signs. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – John. Motion carried.
9. Chairperson Fisk noted the memo regarding a resolution formally changing the airport name from Quad City International Airport to Quad Cities International Airport. Motion by Commissioner Malvik*, second by Commissioner Radloff, to adopt a resolution formally changing the airport name. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – John. Motion carried.
10. At 8:46 a.m., Chairperson Fisk 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 by Commissioner Malvik, Second by Commissioner Radloff, to conduct the meeting in Executive Session. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – John. Motion carried.

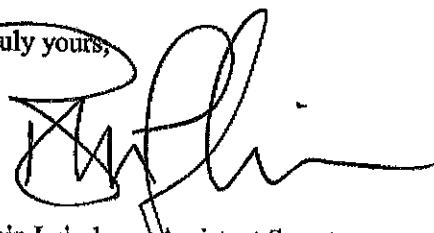
Attending the Closed Session were the Board Commissioners, Benjamin Leischner, Angela Burch, Jo Johnson-Meineke, Joe Goetz, Brooke Rutledge and Roger Strandlund (Califf Harper, P.C.).

At 9:40 a.m. Motion by Commissioner Malvik, second by Commissioner Donnelly, to return to open session. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays- none. Absent – John. Motion carried.

No formal action was taken.

Being no further business, motion by Commissioner Malvik, second by Commissioner Radloff, to adjourn the meeting at 9:41a.m. Motion carried unanimously and the meeting was concluded.

Very truly yours,



Benjamin Leischner, Assistant Secretary
For: Jennifer Radloff, 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.*