

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS

MINUTES

BOARD OF COMMISSIONERS

May 18, 2021

APPROVED BY
Board of Commissioners
Date 6/22/2021

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 May 18, 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
Richard John, Jr.

ABSENT: None.

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
Dawn Wohlford-Metallo, Quad City Arts

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, CMT

Chairman Fisk called the meeting to order at 8:02 a.m.

1. Motion by Commissioner Malvik, Second by Commissioner Radloff, for the Minutes of the monthly board meeting and executive session held on April 20, 2021 to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, John. Nays-none. Absent - none. Motion carried.
2. There were no petitions or communications to the Board.
3. Benjamin Leischner presented the Director's Update. Mr. Leischner began by noting the look and feel of our hometown airport starting to return from the recent positive change of lessened restrictions and increase in travel. Mr. Leischner expressed his pleasure with the strongest passenger numbers since COVID-19 began, with April 2021 numbers down 39% compared to April 2019. He noted many exciting developments and projects in progress and on the horizon to welcome passengers back for a new travel experience. Mr. Leischner concluded his update noting an important phone call with local aviation legend and previous QC Airport manager of 29 years, George Kirk who recently celebrated his 100th birthday. Mr. Kirk served as Airport manager from 1954-1983 after a very successful career in the

United States Navy, where he was classified as the Quad Cities' only World War II fighter Ace. 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 April 2021. The report depicts an overall healthy cash position at \$25.5 million, with \$11 million over the unrestricted goal. She noted \$430,000 in capital funding for project reimbursement was received in the month of April. Motion by Commissioner Stone, Second by Commissioner McGregor for the Treasurer's Report to be approved. Roll call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, John. Nays – none. Absent – none. Motion carried.
 - b. and c. The April 2021 Metropolitan Airport Authority Financial Statements and LLC Financial and Activity Statements were placed on file. Her report presented operating revenue trending in a more positive direction with having a 26% decrease in the month of April. Her report also reflected a positive net change of \$941,000 compared to \$1.18 Million year-to-date. She noted that future activity reports will begin using 2019 as a baseline. She ended her report with her excitement of receiving grant funds in 3 days, due to dealing with the FAA directly.

Ms. Burch's report included the observation of the LLC having an operating income loss of \$22,000 for the month of April. The LLC still had an overall positive net position of \$133,000 for the month (\$369,000 year-to-date) due to the Payroll Support Program grant funds which are reported as non-operating revenue. She ended her report noting the continued monitoring of activity and ways to look at different ideas.
 - d. The Airport Activity Summary for April 2021 was placed on file. Mr. Leischner reported total passengers were down 39% with 36,000 total passengers compared to April 2019. He noted typical trends show increased activity in March due to spring break with decreased activity in April, but current trends are flat for April and activity continues to climb. 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. Passenger Boarding Bridges Replacement is 40% complete. Alliance facilities Sense of Place project is nearing completion at 100%. Moxy Solar has car ports erected on the eastern side of the parking lot, lighting installed and awaiting solar panels for their solar project. The report was placed on file.
 - f. The report of bills paid in April 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. Dawn Wohlford-Metallo with Quad City Arts presented the plan to exhibit work by local artists at the airport in 2021-2022, briefly highlighting each artist with examples of their work. She noted that artists within a 350 mile radius of the Quad Cities are able to apply and submit proposals and their goal is to create an amazing culture for passengers.
 6. Chairperson Fisk noted the memo regarding the purchase of airfield marking paint from Ennis Flint in an amount not to exceed \$25,000.00. Motion by Commissioner Jannes*, second by Commissioner Donnelly, to approve the purchase of airfield marking paint. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk, John. Nays – none. Absent – none. Motion carried.
 7. Chairperson Fisk noted the memo regarding the purchase of six tires for the Oshkosh Striker 3000 fire truck from Pomp's Tire Service, Inc. in an amount not to exceed \$21,000.00. Motion by Commissioner John*, second by Commissioner Stone, to approve the purchase of six tires for the

Oshkosh Striker 3000 fire truck Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk, John. Nays – none. Absent – none. Motion carried.

8. Chairperson Fisk noted the memo regarding acceptance of additional funding received under the payroll stabilization grant (PSP3) awarded to QCIA Services LLC by the Department of Treasury in the amount of \$133,035.57. Motion by Commissioner Radloff*, second by Commissioner Donnelly, to approve. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk, John. Nays – none. Absent – none. Motion carried.
9. Chairperson Fisk noted the memo regarding the SHRM (Society for Human Resource Management) Employee Engagement Survey results. Jo Johnson-Meineke, Director of Human Resources and Risk Management, presented the survey results which depicted a 66% employee response rate with an overall score of 4.04, an increase over 2019. She ended her report with various questions relating to employee engagement and trends.
10. At 9:04a.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 John, Second by Commissioner Donnelly, to conduct the meeting in Executive Session. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk, John. Nays – none. Absent – none. Motion carried.

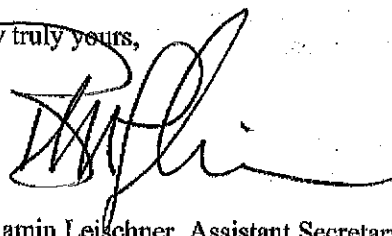
Attending the Closed Session were the Board Commissioners, Benjamin Leischner, Angela Burch, Jo Johnson-Meineke, Joe Goetz, Brooke Rutledge and Roger Strandlund (Califf Harper, P.C.).

At 9:49 a.m. Motion by Commissioner Malvik, second by Commissioner Radloff, to return to open session. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk, John. Nays- none. Absent – none. Motion carried.

No formal action was taken.

Being no further business, motion by Commissioner Malvik, second by Commissioner Donnelly, to adjourn the meeting at 9:50a.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.*