

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS  
MINUTES  
BOARD OF COMMISSIONERS ANNUAL MEETING  
July 20, 2021

APPROVED BY  
Board of Commissioners

Date 8/24/2021

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its annual meeting on July 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: Chairperson Jodi Fisk, Kurt Donnelly, Jennifer Radloff,  
James Jannes, John Malvik, John McGregor, Richard Stone  
Richard John, Jr.

ABSENT: None.

Others 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.  
Ashleigh Johnston, PR and Marketing Manager  
Lloyd Murphy, Public Safety Officer  
Roger Strandlund, Legal Counsel  
Brooke Rutledge, Executive Assistant

Also Present by "GoToMeeting":

Marlin Jackson, Airport Facilities Manager; Betsy Kaiser, Accounting Manager and Jeffrey Hardacre, Deputy Federal Security Director

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

1. Motion Commissioner Malvik, second Stone to reaffirm and retain the current officers for FY2022 as follows:

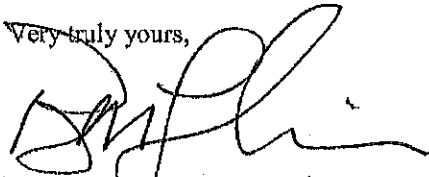
Chairman	Jodi Fisk
Vice Chairman	Kurt Donnelly
Secretary	Jennifer Radloff
Treasurer	James Jannes
Asst. Secretary-Treasurer	Benjamin Leischner

Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, John.  
Nays-none. Absent - none. Motion carried.

2. Chairman Fisk presented the FY2022 schedule of regular meetings to be held on the third Tuesday of each month unless otherwise duly modified. Motion Commissioner Donnelly, second John to approve the FY2022 meeting schedule. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, John. Nays-none. Absent - none. Motion carried

3. The by-laws were distributed for annual review. A comment on an amendment for virtual attendance was taken under advisement for discussion. Motion Commissioner Malvik, second Commissioner John to approve an amendment to the by-laws allowing virtual attendance. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, John, Nays-none. Absent - none. Motion carried
4. With business concluded, Motion Commissioner Donnelly, second Commissioner McGregor, to adjourn the meeting. Motion carried unanimously and the Annual Meeting ended at 8:15a.m.

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.*

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS  
MINUTES  
BOARD OF COMMISSIONERS  
July 20, 2021

**APPROVED BY**  
**Board of Commissioners**  
Date 8/24/2021

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on July 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: Chairperson Jodi Fisk, Kurt Donnelly, Jennifer Radloff,  
James Jannes, John Malvik, John McGregor, Richard Stone  
Richard John, Jr.

ABSENT: None.

Others 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.  
Ashleigh Johnston, PR and Marketing Manager  
Lloyd Murphy, Public Safety Officer  
Roger Strandlund, Legal Counsel  
Brooke Rutledge, Executive Assistant

Also Present by "GoToMeeting":

Marlin Jackson, Airport Facilities Manager; Betsy Kaiser, Accounting Manager and Jeffrey Hardacre, Deputy Federal Security Director

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, 2022. Chairman Fisk invited discussion of the proposed budget ordinance. There being no comments, written or verbal, the Public Hearing was closed. Roll Call: Ayes - Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, John. Nays-none. Absent - none. Motion carried and the hearing was closed at 8:21a.m.

Chairman Fisk called the meeting to order at 8:21 a.m.

1. Motion by Commissioner Radloff, Second by Commissioner Donnelly, for the Minutes of the monthly board meeting and executive session held on June 22, 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 with an overview of increased activity at the airport that included construction, installation of solar, cargo operations and interest in commercial development. Mr. Leischner expressed his pleasure noting recent discussions with several small aeronautical businesses regarding business opportunities at the airport. He stated one opportunity identified has been the need for flight training locally, with a potential major pilot shortage on the horizon for airlines. He concluded his update by discussing the recent acquisition of several hangars on airport property and the exciting possibility for the Authority to play a role in bringing new aeronautical businesses

and aviation-related jobs to our community. 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 June 2021. The report depicts an overall healthy cash position at just under \$28 million, with \$25 million unrestricted for fiscal year 2021. Motion by Commissioner Jannes, Second by Commissioner Radloff 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 June 2021 Metropolitan Airport Authority Financial Statements and LLC Financial and Activity Statements were placed on file. Her report presented an un-audited projection of a positive \$2.9 million in net income for fiscal year 2021. Operating revenue is at an 18% decrease for the year, with operating expenses right under 5%.

Ms. Burch's report included the observation of the LLC having a decrease in operating revenue of 13% and a decrease in operating expenses of 4% for fiscal year 2021. The LLC still had an overall positive net position of \$400,000 for the year due to the grant monies received which are shown as non-operating revenues.

- d. The Airport Activity Summary for June 2021 was placed on file. Mr. Leischner reported total passengers were down 26% compared to June 2019. He noted a healthy uptick in air freight activity, with the LLC having what he believed to be a record month. He ended the report answering various questions on air traffic.
  - e. Joe Goetz, Airport Operations Manager, reviewed the Airport projects and construction report. Highlights of Mr. Goetz's review are noted in these Minutes. Runway 27 RSA Grading and Draining is 99% complete. Passenger Boarding Bridges Replacement is 40% complete. Moxy Solar has installed 300,000 panels and will complete installation by the end of the week for their solar project. The report was placed on file.
  - f. The report 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 by Commissioner Malvik\*, second by Commissioner Donnelly, to approve the FY2022 Annual Budget and Appropriation Ordinance. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk, John. Nays – none. Absent – none. Motion carried.
  6. Motion by Commissioner \*Malvik, second by Commissioner Radloff, to approve the 2021 Tax Levy Ordinance. 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 adopting a limited licenses for property access, part of Lot 1, Case Creek Trails Subdivision, to John Granet. Motion by Commissioner Donnelly\*, second by Commissioner Stone, to approve. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk, John. Nays – none. Absent – none. Motion carried.
  8. Motion by Commissioner Malvik\*, second by Commissioner McGregor, to approve the FY2022 Pay for Performance Matrix for non-represented Employees. 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 purchase of one Avigilon Premium NVR4X 157TB server with two power supplies from Iteconnex in an amount not to exceed \$51,000.00. 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.

10. Chairperson Fisk noted the memo regarding entering into a Reimbursable Agreement with the Federal Aviation Administration for RWY 5/23 and Realign TWY Alpha project in an amount not to exceed \$62,700.00. Motion by Commissioner Jannes\*, second by Commissioner Radloff, to approve. Roll call: Ayes – Commissioners Malvik, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk, John. Nays – none. Absent – none. Motion carried.
11. At 9:27 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 Radloff, second by Commissioner Donnelly, to conduct the meeting in Executive Session. Roll call: Ayes – Commissioners Malvik, John, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – None. Motion carried.

Attending the Closed Session were the Board Commissioners, Benjamin Leischner and Roger Strandlund.

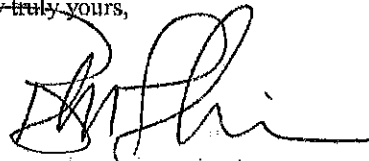
At 9:51 a.m., Motion by Commissioner Stone, second by Commissioner John, to return to open session. Roll call: Ayes – Commissioners Malvik, John, McGregor, Jannes, Radloff, Donnelly, Stone, Fisk. Nays – none. Absent – None. Motion carried.

No formal action was taken.

12. Motion Commissioner Donnelly, second Commissioner Jannes to approve the payroll memorandum for Executive Director Leischner. Roll call: Ayes – Commissioners Malvik, John, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – None. Motion carried.
13. Motion Commissioner Malvik, second Commissioner Radloff to approve the payroll memorandum for a one-time appreciation bonus for specific employees. Roll call: Ayes – Commissioners Malvik, John, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – None. Motion carried.
14. Motion Commissioner Malvik, second Commissioner Donnelly to approve the resolution authorizing continued confidentiality of certain Closed Session minutes. Roll call: Ayes – Commissioners Malvik, John, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – None. Motion carried.
15. Motion Commissioner Radloff, second Commissioner John to approve the resolution honoring former Commissioner Richard Work, now deceased. Roll call: Ayes – Commissioners Malvik, John, McGregor, Jannes, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – None. Motion carried.

Being no further business, motion by Commissioner Stone, second by Commissioner John to adjourn the meeting at 9:56a.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.*