

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS

MINUTES

BOARD OF COMMISSIONERS

September 21, 2021

APPROVED BY

Board of Commissioners

Date 10/19/2021

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on September 21, 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,
John Malvik, John McGregor, Richard Stone
Richard John, Jr.

ABSENT: James Jannes.

Others Present in Terminal Conference Room:

Benjamin Leischner, Executive Director
Joe Goetz, Operations Manager
Angela Burch, Director of Finance
Ashleigh Johnston, PR and Marketing Manager
Jeff Swan, Public Safety Chief
Roger Strandlund, Legal Counsel
Brooke Rutledge, Executive Assistant
Travis Strait, CMT

Also Present by "GoToMeeting":

Marlin Jackson, Airport Facilities Manager; Betsy Kaiser, Accounting Manager; Sarah Tillberg, Customer Service and Community Relations Specialist; Jeffrey Hardacre, Deputy Federal Security Director and Mike Witiw, HDR

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 August 24, 2021 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. Mr. Leischner began with an overview of the recent completion of a 1.9 megawatt solar project that will produce up to 50% of annual energy consumption, at no direct cost to the Airport. He stated this is only the beginning with much more to come. Mr. Leischner expressed his pleasure noting a recent visit with Illinois Senator Tammy Duckworth. Topics of discussion included minimizing environmental impacts and future airport development. He concluded his update by announcing participation in National Girls in Aviation Day, put on by Women in Aviation International, which introduces children to careers in aviation. 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 August 2021. The report depicts an overall healthy cash position at \$28.9 million, an increase of \$1.1 million from the month of July. She attributed the increase to additional cash flow reimbursements from customers/tenants which is partially reflected through a \$500,000 decrease in accounts receivables over the month of July. Motion by Commissioner Donnelly, Second by Commissioner Stone for the Treasurer's Report to be approved. Roll call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, John. Nays – none. Absent – Jannes. Motion carried.
 - b. and c. The August 2021 Metropolitan Airport Authority Financial Statements and LLC Financial and Activity Statements were placed on file. Her report for the MAA presented a positive net income of \$383,000 year-to-date, compared to \$1.2 million last year. She explained the decrease of \$800,000 was a result of capital contributions. She stated it was a matter of timing of grant funded capital projects happening last year compared to this year during this time. Her report presented operating revenue up 33% over FY20. She ended her report noting the overall good position.

Ms. Burch's report included the observation of the LLC having a loss of \$26,000 during the month of August, \$22,000 year-to-date. She noted activity was significantly down compared to the month of July. She stated the LLC is still in an overall good cash position, primarily due to payroll grants received last year. Benjamin Leischner ended the report emphasizing how big of an asset the LLC is to the Airport, providing an exceptional level of service.
 - d. The Airport Activity Summary for August 2021 was placed on file. Mr. Leischner reported total passengers were down 28% compared to July 2019. He noted that airports saw decreases nationwide during the month of August. He ended his report with optimism in increased tower movements, with Quad Cities Aero, a local flight training academy, doing an average of 10 operations a day.
 - 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 complete at 100%. Passenger Boarding Bridges Replacement is 10% complete, with JBT AeroTech on site. CMT has completed 95% design work for the Shorten Runway 5/23 project. The report was placed on file.
 - f. The report of bills paid in August 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 a proposed Ordinance accommodating an Airport Commissioner's remote attendance at a Meeting of the Board of Commissioners. Motion by Commissioner Malvik, Second by Commissioner Stone, to approve. Roll call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, John. Nays – none. Absent – Jannes. Motion carried.
 6. Chairperson Fisk noted the memo regarding the capital purchases as supported by the Purchasing Committee on September 10, 2021 for a total amount not to exceed \$821,100. Motion by Commissioner Malvik, Second by Commissioner Donnelly, to approve the capital purchases as a whole by Robert's Rules of Order as provided in the MAA by-laws. Roll call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, John. Nays – none. Absent - Jannes. Motion carried.

Chairperson Fisk invited comment on the future handling of certain matters (such as above) through the mechanism of a consent agenda. She explained that a consent agenda would allow voting of items

as a group, with the ability for any Commissioner to remove a specific item within the group for further discussion if all members approve. Chairperson Fisk made the observation that discussion on the topic indicated support for the application of such method.

7. Chairperson Fisk noted the memo regarding a Construction Special Services Phase Agreement with CMT for Taxiway Alpha Realignment Project in an amount not to exceed \$570,000. Motion by Commissioner Donnelly, Second by Commissioner John, to approve*. Roll call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, John. Nays – none. Absent – Jannes. Motion carried.
8. Chairperson Fisk noted the memo regarding the award of a contract to Valley Construction Inc. to complete the Realign Taxiway Alpha project in an amount not to exceed \$8,814,524, contingent upon receipt of grant funding from the Federal Aviation Administration. Motion by Commissioner Radloff, Second by Commissioner McGregor, to approve*. Roll call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, John. Nays – none. Absent – Jannes. Motion carried.
9. At 9:02 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(e) (1, 2, 5, 6, 8, and 11). Motion by Commissioner John, second by Commissioner Radloff, to conduct the meeting in Executive Session. Roll call: Ayes – Commissioners Malvik, John, McGregor, Donnelly, Radloff, Stone, Fisk. Nays – none. Absent – Jannes. Motion carried.

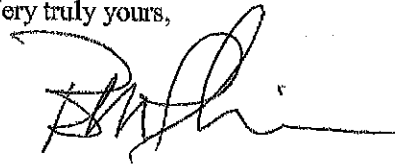
Attending the Closed Session were Commissioners Malvik, John, McGregor, Donnelly, Radloff, Stone and Fisk, Benjamin Leischner, Joe Goetz, Angela Burch, Ashleigh Johnston, Jeff Swan, Brooke Rutledge and Roger Strandlund.

At 10:07 a.m., Motion by Commissioner Donnelly, second by Commissioner Radloff, to return to open session. Roll call: Ayes – Commissioners Malvik, John, McGregor, Radloff, Donnelly, Stone, Fisk. Nays – none. Absent – Jannes. Motion carried.

No formal action was taken.

Being no further business, motion by Commissioner Radloff, second by Commissioner John, to adjourn the meeting at 10:08 a.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.*

