

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS

MINUTES  
BOARD OF COMMISSIONERS  
February 22, 2022

**APPROVED BY**  
**Board of Commissioners**  
Date 3-22-2022

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on February 22, 2022, 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, James Jannes,  
John Malvik, Richard Stone, Jennifer Radloff,  
John McGregor, Debbie Healy

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.  
Betsy Kaiser, Accounting Manager  
Jeff Swan, Public Safety Chief  
Marlin Jackson, Airport Facilities Manager  
Kevin Larson, Airport Facilities Supervisor  
Brooke Rutledge, Executive Assistant  
Travis Strait, CMT  
Kenneth Florey, Robbins Schwartz  
Summer Olsen, QC Aero  
Kyle Kuehl, QC Aero

Also Present by "GoToMeeting":

Kurt Donnelly, James Jannes and Ashleigh Davis, PR and Marketing Manager

Chairman Fisk called the meeting to order at 8:00 a.m. Jeff Swan, Public Safety Chief, presented the Public Safety Officer of the Year Award to Cole Rogers. Officer Rogers and other public safety officers attending the presentation left the meeting once the presentation concluded.

1. Motion by Commissioner Malvik, Second by Commissioner Stone, for the Minutes of the Monthly Board Meeting and Executive Session held on January 18, 2022 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 a recent trip to Routes Americas, an annual air service conference that welcomes representatives from airports, airlines and cities from around the globe. Mr. Leischner stated that air service is one of the primary focuses for the Airport this year. He noted commercial air service is experiencing more disruption than post 9/11 and the Great Recession, with a pilot shortage having a major impact on regional networks. Despite air travel hitting a rough patch, Mr. Leischner noted the aviation industry as having some of the most passionate people dedicating their career to seeing the industry thrive. He concluded his update remaining optimistic that the industry will find a way to come back stronger because of the people who are committed to it. 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 January 2022. The report depicts an overall healthy cash position at approximately \$27.7 million, a less than \$1,000 change compared to the month of December. She noted that while the current cash position is approximately \$1.9 million less than what the Authority budgeted to have on hand by the end of the fiscal year June 30, 2022, the Authority has approximately \$4.3 million in outstanding grant reimbursements due from the State. 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, Healy. Nays – None. Absent – None. Motion carried.
  - b. and c. The January 2022 Metropolitan Airport Authority Financial Statements and LLC Financial and Activity Statements were placed on file. The report for the MAA presented a positive net income of \$3.2 million year-to-date. Ms. Burch stated operating revenues were up 33%, operating expenses were up 3%, and non-operating revenue and expenses were up 28% year-to-date compared to the same timeframe the year prior. In addition, the MAA has currently sought for reimbursement of approximately 50% of the \$16 million in combined grants awarded to the Airport for COVID relief under the CARES, ACRGP, and ARPA programs.  
  
Ms. Burch's report included the observation of the LLC having a \$90,000 loss year-to-date. While the MAA did budget for a potential capital contribution to the LLC for fiscal year 2022, Ms. Burch does not expect one will be needed due to the sufficient cash on hand related to the Payroll Support Program grant reimbursements received in the prior fiscal year.
  - d. The Airport Activity Summary for January 2022 was placed on file. Mr. Leischner noted the shift of looking back a year for activity comparison, rather than looking at 2019 as a baseline. Mr. Leischner reported activity was up 64% compared to January 2021. He noted air freight was down 39% and tower movements were up 32%. 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. CMT has completed 85% and JBT AeroTech has completed 90% for the Passenger Boarding Bridges Replacement. CMT has completed 48% design work for the Shorten Runway 5/23 project. The report was placed on file.
  - f. The report of bills paid in January 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. Benjamin Leischner, Executive Director, gave an introduction to Quad Cities Aero, a business interested in bringing a flight school to the Airport. Summer Olsen and Kyle Kuehl of Quad Cities Aero provided a background of who they are. Ms. Olsen provided an overview of her passion for aviation and stated she hopes to bring not only flight training, but a place people can spend time together and talk about aviation. Mr. Kuehl provided an overview of his local business investments and noted he is running for Congress. Mr. Leischner concluded the introduction discussing the current pilot shortage and why businesses like Quad Cities Aero are important for the sustainability of the airport industry.
  6. Chairperson Fisk noted the memo regarding the approval of the legal services firm as selected and recommended by the Selection Committee. Mr. Leischner introduced Kenneth Florey with Robbins Schwartz, who was selected by the Selection Committee after receiving proposals and conducting interviews of 4 firms. Mr. Florey provided an overview of the firm and his personal expertise. Mr. Leischner ended the discussion reviewing and answering various questions on the proposed Engagement Letter of Robbins Schwartz. With no further discussion, Motion by Commissioner Malvik\*, Second by Commissioner Jannes to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.

7. Chairperson Fisk noted the memo regarding the approval of a purchase of property located at 5310 Airport Rd, Milan, Illinois in an amount not to exceed \$85,000. Mr. Leischner noted the proposed location has strategic value to the Airport. With no further discussion, Motion by Commissioner Jannes\*, Second by Commissioner Radloff to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.
8. Chairperson Fisk noted the memo regarding the approval of an amendment to an Intergovernmental Agreement providing for the Rock River Valley Regional Sewerage System between the City of East Moline, Village of Coal Valley, the City of Moline, and the Metropolitan Airport Authority of Rock Island County, Illinois. Mr. Leischner explained the amendment will remove the MAA as a user, but a separate agreement will be created to maintain the capacity currently enjoyed through the existing agreement. With no further discussion, Motion by Commissioner Stone\*, Second by Commissioner Radloff to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.
9. At 8:56 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 Malvik, to conduct the meeting in Executive Session. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.

Attending the Closed Session were the Board Commissioners, Benjamin Leischner, Joe Goetz, Angela Burch, Jo Johnson-Meineke, Ashleigh Davis, Jeff Swan, Brooke Rutledge and Kenneth Florey, Robbins Schwartz

At 9:13 a.m., Motion by Commissioner Radloff, second by Commissioner McGregor, to return to open session. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Jannes, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.

No formal action was taken.

Being no further business, Motion by Commissioner Radloff, Second by Commissioner Stone, to adjourn the meeting at 9:14 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.*