

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS

MINUTES  
BOARD OF COMMISSIONERS  
April 19, 2022

**APPROVED BY**  
**Board of Commissioners**  
Date 5-24-2022

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on April 19, 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: Kurt Donnelly, John Malvik  
Richard Stone, Jennifer Radloff,  
John McGregor, Debbie Healy

ABSENT: Chairperson Jodi Fisk

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 Davis, PR and Marketing Manager  
Betsy Kaiser, Accounting Manager  
Brooke Rutledge, Executive Assistant  
Travis Strait, CMT  
Jeff Hardacre, TSA  
Kevin Schorr, Campbell-Hill Aviation Group  
Kenda Burrows, Quad Cities Business Journal  
Kenneth Florey, Robbins Schwartz

Also Present by "GoToMeeting":

Julie Macleod, Alliance; Destin Nygard, Alliance; and Eric Peterson, Alliance

Vice Chairman Kurt Donnelly 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 22, 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 by highlighting the start of construction season, with Valley Construction staging equipment and beginning work on realigning taxiway Alpha and shortening runway 5/23. He noted the project includes over \$10 million of federal investment to our community and local contractors through a discretionary grant by the FAA. Mr. Leischner continued his update by discussing the continuous delays in reimbursement of federal funds by the State of Illinois, with HB-4489 recently passing both Houses of the General Assembly and now on to the Governor for signature. He stated that once signed into law, the Bill would remove burdensome duplicative administrative tasks. He concluded his update by noting the next phase of Project GATEWAY will be requested through public action during today's meeting and will continue to be a major highlight over the next several years. 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 2022. The report depicts an overall healthy cash position at approximately \$29.8 million. She noted that the Authority received \$1.1 million in outstanding reimbursements from COVID relief funds from the FAA and the State, with approximately \$3.6 million still due to the Authority from the State. Motion by Commissioner Stone, Second by Commissioner Radloff, for the Treasurer's Report to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy. Nays – None. Absent – Fisk. Motion carried.
  - b. and c. The March 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 \$3.5 million year-to-date. Ms. Burch stated operating revenues were up 30%, operating expenses were up 1.65%, and non-operating revenue and expenses were up 27% year-to-date compared to the same timeframe the year prior.  
  
Ms. Burch's report included the observation of the LLC having a \$125,000 loss year-to-date, which is still 37% healthier compared to the same timeframe the year prior. Ms. Burch noted that while activity is up, the LLC is seeing effects from wage compression and insurance increases.
  - d. The Airport Activity Summary for March 2022 was placed on file. Mr. Leischner reported activity was down 21% compared to March 2019. Allegiant was down 4%, American was down 15%, Delta was down 40%, United was down 20% and tower movements were down 5% compared to the same timeframe in 2019. 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 90% and JBT AeroTech has completed 100% for the Passenger Boarding Bridges Replacement. CMT has completed 50% design work for the Shorten Runway 5/23 project. The report was placed on file.
  - f. The report of bills paid in March was presented. Motion by Commissioner Stone, Second by Commissioner Healy for the board bills to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy. Nays – None. Absent – Fisk. Motion carried. The report was placed on file.
5. Kevin Schorr of Campbell-Hill Aviation Group presented an air service development update. Mr. Schorr provided a summary of current commercial air service routes operating from MLI, factors impacting airline route decisions, and insight into ways his team is assisting with different strategies to bring additional service to MLI. He concluded his update by providing a list of airlines that Campbell-Hill and Airport staff have had recent air service discussions with and noted they will continue to have conversations and educate the airlines on the benefits of operating out of MLI.
  6. Ashleigh Davis, Public Relations and Marketing Manager, gave her quarterly marketing update. Ms. Davis began her update with an overview of activities completed during the quarter. Activities included a campaign promoting spring and summer travel to highlight the benefits of flying MLI over big city airports, a focus on air service development, and launching a business center membership giveaway. She ended her update with a preview of a mini campaign, which will create awareness around the destinations available through MLI.
  7. Vice Chairperson Donnelly noted the memo regarding the approval of an emergency capital purchase of Islander Prime Fuel Management System/Prime Controller software from Seneca Companies of Davenport, IA in an amount not to exceed \$25,000. Benjamin Leischner, Executive Director, noted the current software is no longer supported and the new software provides a way for the Airport to track who is fueling and when. With no further discussion, Motion by Commissioner Malvik\*, Second by Commissioner McGregor to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Donnelly, Healy. Nays – None. Absent – Fisk. Abstain – Radloff. Motion carried.
  8. Vice Chairperson Donnelly noted the memo regarding the approval of an Assignment of Lease for lot 1 of the Quad City Industrial Airpark (7605 50<sup>th</sup> St. Milan, IL) from the Donald G. Morrison 2010 Declaration of

Trust to Morrison Weighing Systems, Inc. Benjamin Leischner, Executive Director, noted the family owned business is being passed on to a grandson and currently has 13 years left on their lease options. With no further discussion, Motion by Commissioner Radloff\*, Second by Commissioner Healy to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy. Nays – None. Absent – Fisk. Motion carried.

9. Vice Chairperson Donnelly noted the memo regarding the approval of a License and Operating Agreement with Quad Cities Aero, LLC of Bettendorf, IA for the provision of flight instruction, scenic flights, aircraft rental and miscellaneous aviation/aeronautical services. Benjamin Leischner, Executive Director, noted recent updates to Airport Minimum Standards to support small businesses offering aeronautical services. He stated this agreement includes subsidized rental rates compared to fair market value, with the Authority receiving a variable rate of operating revenue as the business grows. With no further discussion, Motion by Commissioner Stone\*, Second by Commissioner Radloff to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy. Nays – None. Absent – Fisk. Motion carried.
10. Vice Chairperson Donnelly noted the memo regarding the approval of a service directive with Alliance Architects for Project GATEWAY Program Definition, Conceptual Development, and Schematic Design in an amount not to exceed \$980,000. Benjamin Leischner, Executive Director, noted the Authority just submitted an application for \$28.5 million in funding for this project. He stated that the size of the project will largely depend on the amount of money the Authority can bring into the community for it. With no further discussion, Motion by Commissioner Malvik\*, Second by Commissioner Stone to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy. Nays – None. Absent – Fisk. Motion carried.
11. At 9:43 a.m., Vice Chairperson Donnelly 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 Healy, to conduct the meeting in Executive Session. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy. Nays – None. Absent – Fisk. Motion carried.

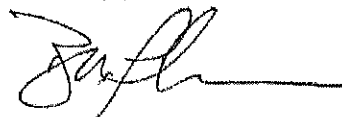
Attending the Closed Session were the Board Commissioners, Benjamin Leischner, Joe Goetz, Angela Burch, Jo Johnson-Meineke, Ashleigh Davis, Brooke Rutledge and Kenneth Florey, Robbins Schwartz

At 10:02 a.m., Motion by Commissioner Radloff, Second by Commissioner Healy, to return to open session. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy. Nays – None. Absent – Fisk. Motion carried.

No formal action was taken.

Being no further business, Motion by Commissioner Stone, Second by Commissioner Radloff, to adjourn the meeting at 10:02 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.*