

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS

MINUTES
BOARD OF COMMISSIONERS
May 24, 2022

APPROVED BY
Board of Commissioners
Date 5-21-2022

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on May 24, 2022, pursuant to bylaws and meeting notice previously posted, with a live-feed to the MAA Conference Room.

Commissioners:

PRESENT: Chairperson Jodi Fisk, Kurt Donnelly,
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.
Ashleigh Davis, PR and Marketing Manager
Marlin Jackson, Airport Facilities Manager
Jeff Swan, Public Safety Chief
Betsy Kaiser, Accounting Manager
Brooke Rutledge, Executive Assistant
Stephen Kuechel, Operations Intern
Neal Smith, Robbins Schwartz

Also Present by "GoToMeeting":

Kevin Larson, Airport Facilities Supervisor; Travis Strait, CMT and Jeff Hardacre, Deputy Federal Security Director

Chairman Fisk called the meeting to order at 8:01 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 19, 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 reviewing the Airport Authority's stance and transparency on property taxes. He noted that although the Airport serves a bi-state region, property taxes are only collected from a portion of Rock Island County and those taxes are only 1% of resident's overall assessment. He stated the Airport is one of the only organizations in Illinois with taxing authority that they are not fully leveraging, meaning the ability to increase taxes, which Mr. Leischner is not in support of. He further explained that Peoria airport is maxed out on taxing authority, collecting more than \$7 million from residents annually (compared to \$1.5 million by the MAA), which are offset but user fees, such as vehicle parking. He stated his position is it's more equitable to charge fair user fees for people actually using the Airport rather than raise taxes to make up the difference. He concluded his update noting how different the Quad Cities would look without an airport and he hopes residents and their businesses view the Airport as beneficial, not an economic burden. A copy of the written version of the Director's Update was placed on file.
4. Report of Officers and Standing Committees:

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- a. Angela Burch, Director of Finance, reviewed the Treasurer's Report for April 2022. The report depicts an overall healthy cash position at approximately \$31.4 million, a \$1.5 million increase over the month of March. She noted that the amount due to the Authority from the State decreased to \$2.3 million, compared to the \$3.6 million that was still outstanding during the month of March. Motion by Commissioner Malvik, Second by Commissioner Stone, for the Treasurer's Report to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.
 - b. and c. The April 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 \$3.7 million year-to-date. Ms. Burch stated operating revenues were up 30%, operating expenses were up 1.8%, and non-operating revenue and expenses were up 15% year-to-date compared to the same timeframe the year prior.

Ms. Burch's report included the observation of the LLC having a \$135,000 loss year-to-date, which is still 39% 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 April 2022 was placed on file. Mr. Leischner reported activity was down 18% compared to April 2019. Allegiant was up 15%, American was down 15%, Delta was down 21%, United was down 26% and air freight was up 86% 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 52% design work for the Shorten Runway 5/23 project. The report was placed on file.
 - f. The report of bills paid in April was presented. With no further discussion, Motion by Commissioner Donnelly, Second by Commissioner McGregor for the board bills to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried. The report was placed on file.
5. Chairperson Fisk noted the memo regarding the reimbursement of travel expenses to Commissioners Jodi Fisk and John McGregor for attending the AAAE Conference & Exposition held June 5-8, 2022 in Seattle, Washington in the not-to-exceed amount of \$5,060 for each Commissioner through a roll call vote. Angela Burch, Director of Finance, noted that Commissioner reimbursement for travel is not typically brought to the Board until after the travel event has taken place and all expenses have been incurred, however, the MAA is taking a different approach by seeking approval of estimated expenses in advance of the travel so that Commissioners are not sitting on actual expenses incurred from their personal funds for long periods of time. Ms. Burch noted this approach is still in line with State statute and MAA policy. With no further discussion, Motion by Commissioner Stone*, Second by Commissioner Radloff to approve. Roll Call: Ayes – Commissioners Stone, Malvik, Radloff, Donnelly, Healy. Nays – None. Abstain – Fisk, McGregor. Absent – None. Motion carried.
 6. Chairperson Fisk noted the memo regarding ratifying the purchase of airfield marking paint from Ennis Flint in an amount not to exceed \$28,000. Benjamin Leischner, Executive Director, noted that due to supply issues, this paint had already been purchased. Mr. Leischner stated that this purchase has historically been part of the budget and falls within the discretion guidelines of the MAA Purchasing Policy. With no further discussion, Motion by Commissioner Donnelly*, Second by Commissioner Healy to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.
 7. Chairperson Fisk noted the memo regarding approval of the emergency purchase of a replacement generator for the Public Safety Department from Tri-City Electric Co. of Davenport, IA in an amount not to exceed \$60,000. Benjamin Leischner, Executive Director, noted that this generator is highly important to the Public Safety department because it would generate power to open doors for vehicles to respond to an emergency

and should be ordered as soon as possible. With no further discussion, Motion by Commissioner Radloff*, Second by Commissioner Healy to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.

8. Chairperson Fisk noted the memo regarding approval of Service Directive #2 with Campbell-Hill Aviation Group, LLC for Air Service Development consulting services in an amount not to exceed \$66,000. With no further discussion, Motion by Commissioner Donnelly*, Second by Commissioner Stone to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.
9. Chairperson Fisk noted the memo regarding ratifying the Amendment to the Reimbursable Agreement with the Federal Aviation Administration for RWY 5/23 and Realign TWY Alpha project in an amount not to exceed \$136,000. Joseph Goetz, Operations Manager, noted this is for the construction phase of the Agreement and will be 100% covered and reimbursed by the FAA. With no further discussion, Motion by Commissioner Radloff*, Second by Commissioner McGregor to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.
10. Chairperson Fisk noted the memo regarding approval of resolutions establishing a Plan Coordinator for all MAA MissionSquare Retirement (formerly ICMA-RC) employee retirement plans. Jo Johnson-Meineke, Director of HR & Risk Mgmt., stated the Plan Coordinator will be the Director of HR & Risk Mgmt. and that MissionSquare requires a resolution for changing the Plan Coordinator title. With no further discussion, Motion by Commissioner Malvik*, Second by Commissioner Donnelly to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.
11. Chairperson Fisk noted the memo regarding approval of resolutions establishing a Plan Coordinator for all LLC MissionSquare Retirement (formerly ICMA-RC) employee retirement plans. With no further discussion, Motion by Commissioner Healy*, Second by Commissioner Stone to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – None. Motion carried.

Being no further business, Motion by Commissioner Donnelly, Second by Commissioner Radloff, to adjourn the meeting at 8:56 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.*