

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS
MINUTES
BOARD OF COMMISSIONERS ANNUAL MEETING
July 19, 2022

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its annual meeting on July 19, 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, Shaun Taylor

APPROVED BY
Board of Commissioners
Date 8-23-2022

ABSENT: None.

Others Present in Terminal Conference Room:

Benjamin Leischner, Executive Director
Joe Goetz, Operations Manager
Angela Burch, Director of Finance
Marlin Jackson, Airport Facilities Manager
Jeff Swan, Public Safety Chief
Betsy Kaiser, Accounting Manager
Brooke Rutledge, Executive Assistant
Stephen Kuechel, Operations Intern
Jeff Hardacre, Deputy Federal Security Director
Kenneth Florey, Robbins Schwartz

Chairperson Fisk called the meeting to order at 8:02 a.m.

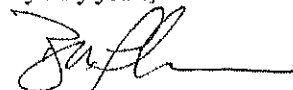
1. Motion Commissioner Malvik, Second Stone to elect officers for FY 2023-2024 as follows:

Chairman	Kurt Donnelly
Vice Chairman	Jennifer Radloff
Secretary	Debbie Healy
Treasurer	John McGregor
Asst. Secretary	Benjamin Leischner

Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays - None.
Absent - None. Motion carried.

2. Chairperson Fisk presented the FY 2023 schedule of regular meetings to be held on the third Tuesday of each month unless otherwise duly modified. Motion Commissioner Donnelly, Second Radloff to approve the FY 2023 meeting schedule. Motion carried by unanimous verbal vote.
3. The by-laws were distributed for annual review. Benjamin Leischner, executive director, stated he wanted to get copies to Commissioners in anticipation for further review and discussion at an upcoming strategic retreat later this year.
4. Being no further business, Motion Commissioner Radloff, Second Commissioner Healy, to adjourn the meeting. Motion carried unanimously and the Annual Meeting ended at 8:10 a.m.

Very truly yours,



Benjamin Leischner, Assistant Secretary
For: Jennifer Radloff, Secretary

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS
MINUTES
BOARD OF COMMISSIONERS
July 19, 2022

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on July 19, 2022, pursuant to bylaws and meeting notice previously posted, with a live-feed to the MAA Conference Room.

Commissioners:

PRESENT: Chairman Kurt Donnelly, Jodi Fisk,
John Malvik, Richard Stone, Jennifer Radloff,
John McGregor, Debbie Healy, Shaun Taylor

ABSENT: None.

APPROVED BY
Board of Commissioners
Date 8-23-2022

Others Present in Terminal Conference Room:

Benjamin Leischner, Executive Director
Joe Goetz, Operations Manager
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Marlin Jackson, Airport Facilities Manager
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Kenneth Florey, Robbins Schwartz

Pursuant to Public Notice posted in the Terminal Building and published in the Dispatch/Argus, Kenneth Florey, Robbins Schwartz, opened a public hearing on the proposed Budget and Appropriations Ordinance for fiscal year ending June 30, 2023. Mr. Florey 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, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried and the hearing was closed at 8:11 a.m.

Pursuant to Public Notice posted in the Terminal Building and published in the Dispatch/Argus, Kenneth Florey, Robbins Schwartz, opened a public hearing on the proposed Ordinance amending established Rates and Charges. Mr. Florey invited discussion of the proposed ordinance amending established rates and charges. There being no comments, written or verbal, the Public Hearing was closed. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried and the hearing was closed at 8:11 a.m.

Chairman Donnelly called the meeting to order at 8:11 a.m.

1. Motion by Commissioner Malvik, Second by Commissioner Radloff, for the Minutes of the Monthly Board Meeting and Executive Session held on June 21, 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 announcing his recent appointment as Chairman of Visit Quad Cities, a destination management and marketing organization, and an organization that is inextricably linked to the Airport. He stated Visit Quad Cities is important to the future success of our community and he's excited to be part of the team of community leaders engaged in delivering that success. He further discussed the Airport and Visit Quad Cities recently hosted two network planners from American Airlines at the John Deere Classic to show off what the Quad Cities region has to offer. He stated that the Airport can make it as economical as possible for airlines to operate here, but it's the region that makes it sustainable. Mr. Leischner concluded his update by expressing his enthusiasm of what can be accomplished in the next year, but stated it will take collaboration from community leaders to view tourism marketing as an investment that will pay off in dividends. A copy of the written version of the 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 2022. The report depicts an overall healthy cash position at approximately \$32.6 million, a roughly \$1.2 million increase over the month of May. She noted approximately \$500,000 in grant funding was received, as well as one of the largest property tax levy allocations during the month of June. Motion by Commissioner Malvik, Second by Commissioner Fisk, for the Treasurer's Report to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried.
- b. and c. The June 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 \$8.2 million year-to-date. Ms. Burch stated operating revenues were up 26.5%, operating expenses were up 1.4%, and non-operating revenue and expenses were up 6.9% year-to-date compared to the same timeframe the year prior. Ms. Burch noted that this was the last month of the fiscal year and that certain year-end adjusting entries would still need to be made. She indicated that a new GASB Standard (GASB 87, Leases) is effective for the Authority for fiscal year 2022 and would have a significant impact on the Authority's balance sheet by requiring the Authority to now capitalize certain lease revenue from tenants over the term of the leases by recognizing a lease asset and a deferred inflow of resources (liability) on the balance sheet. GASB 87 will also require the Authority to restate its financial statements retroactively.

Ms. Burch's report included the observation of the LLC having an \$185,000 loss year-to-date, which is still 26% 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 June 2022 was placed on file. Mr. Leischner reported activity was up 1% compared to the same timeframe the year prior, but down 26% compared to June 2019. Total freight was down 47% and tower movements were up due to increased flight training compared to the same timeframe the year prior. 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 100% and JBT AeroTech has completed 100% for the Passenger Boarding Bridges Replacement. CMT has completed 60% design work and Valley Construction has completed 20% for the Shorten Runway 5/23 project. The report was placed on file.
 - f. The report of bills paid in June was presented. With no further discussion, Motion by Commissioner Stone, Second by Commissioner Healy for the board bills to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried. The report was placed on file.
5. Motion by Commissioner Fisk*, Second by Commissioner Malvik, to approve the FY 2023 Annual Budget and Appropriation Ordinance. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried.
 6. Motion by Commissioner Fisk*, Second by Commissioner Radloff, to approve the Ordinance Regarding Estimated Amounts Necessary to be Levied for the Year 2022. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried.
 7. Motion by Commissioner Radloff*, Second by Commissioner Stone, to approve the Ordinance amending Established Rates and Charges. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried.
 8. Benjamin Leischner, Executive Director, read a proposed resolution honoring the service of former Chairperson, Jodi K. Fisk and thanked her for her leadership over the years. Motion Commissioner Radloff, Second Commissioner Healy, to approve the Resolution. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – None. Abstain – Fisk. Motion carried.
 9. Benjamin Leischner, Executive Director, discussed the appointment of committee Chairs and assignments for FY 2023-2024. Mr. Leischner stated that Chairman Donnelly met with him prior to the meeting to discuss committee appointments and how to best utilize everyone's talents. Mr. Leischner presented the proposed committee Chairs

and assignments, and opened the discussion to Commissioners for any recommendations or questions. With no further discussion, Motion by Commissioner Fisk, Second by Commissioner Stone to approve the appointments. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – None. Abstain – Fisk. Motion carried.

10. Motion by Commissioner Malvik*, Second by Commissioner McGregor, to approve the FY 2023 Pay for Performance Matrix for non-represented Employees as discussed and recommended by the Internal Affairs Committee at its meeting on June 17, 2022. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried.
11. Chairman Donnelly noted the memo regarding the enhancement of existing employee benefit programs for MAA and QCIA Airport Services, LLC employees as discussed and recommended by the Internal Affairs Committee at its meeting on June 17, 2022. Benjamin Leischner, Executive Director, stated staff hopes the enhancements made to existing employee benefit programs will create additional value for employees and boost company morale. With no further discussion, Motion by Commissioner Radloff*, Second by Commissioner Fisk to approve the enhancement of existing employee benefit programs. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried.
12. At 9:11 a.m., Chairman 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 Malvik, Second by Commissioner Radloff, to conduct the meeting in Executive Session. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried.

Attending the Closed Session were the Board Commissioners, Benjamin Leischner, Joe Goetz, Angela Burch, Jeff Swan, Brooke Rutledge and Kenneth Florey, Robbins Schwartz.

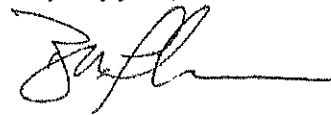
At 9:38 a.m., Motion by Commissioner Malvik, Second by Commissioner Fisk, to return to open session. Roll call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried.

No formal action was taken.

13. Motion Commissioner Malvik*, Second by Commissioner Radloff, to approve a Resolution Authorizing a Payroll Memorandum to Director of Finance. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy, Taylor. Nays – None. Absent – None. Motion carried.

Being no further business, Motion by Commissioner Fisk, Second by Commissioner McGregor, to adjourn the meeting at 9:39 a.m. Motion carried unanimously and the meeting was concluded.

Very truly yours,



Benjamin Leischner
For: Debbie Healy, 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.*