

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS  
MINUTES  
BOARD OF COMMISSIONERS  
August 23, 2022

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The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on August 23, 2022, pursuant to bylaws and meeting notice previously posted.

Commissioners:

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

ABSENT: Shaun Taylor.

**APPROVED BY**  
**Board of Commissioners**  
Date 9-20-2022

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  
Kenneth Florey, Robbins Schwartz  
Randy Clarahan, Mortenson  
Jeff Hardacre, Deputy Federal Security Director  
Brad Hamilton, CMT  
Travis Strait, CMT  
Morgan Mays, HDR  
Mike Witiw, HDR

Chairman Donnelly called the meeting to order at 8:00 a.m.

1. Motion by Commissioner Fisk, Second by Commissioner Radloff, for the Minutes of the Monthly and Annual Board Meeting and Executive Session held on July 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 highlighting new ways the Airport has been considering to engage our community's students and introducing them to aviation. He stated next month the Airport will host its second Girls in Aviation Day in partnership with John Deere and Elliott Aviation, an event that features more than a dozen organizations and female aviation professionals that cover a wide variety of careers. Additionally, he further stated that later this year the Airport will participate in Junior Achievement's JA Inspire Career Expo, a two-day event where thousands of 8<sup>th</sup> graders will look to meet area professionals and explore potential career paths. Lastly, he stated the Airport is formalizing a process to bring school and youth groups to the Airport to meet with staff in a variety of departments. He concluded his update noting how often the pilot shortage has been discussed, and that will likely continue for years to come, but through youth engagement initiatives, he hopes to create a steady pipeline of talent entering the field so issues we're seeing now can be avoided. 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 July 2022. The report depicts an overall healthy cash position at approximately \$33.1 million, a roughly \$460,000 increase over the month of June. Outside of normal monthly receipts from customers/tenants and disbursements to vendors, she noted

approximately \$1.7 million in grant funding was received during the month of July offset by a few larger vendor payments for annual prepaid insurance of \$500,000 and construction work activity related to the Shorten Runway 5/23, Realign Taxiway A project of \$1.0 million. Motion by Commissioner Malvik, Second by Commissioner Healy, for the Treasurer's Report to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.

- b. and c. The July 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 \$1.4 million year-to-date. Ms. Burch stated operating revenues were up less than 1%, operating expenses were up 2%, and non-operating revenue and expenses were up 12% year-to-date compared to the same timeframe the year prior. In addition, \$1.3 million in capital grant and contribution revenue was recognized in the month of July related to construction activity for the Shorten Runway 5/23, Realign Taxiway A project.

Ms. Burch's report included the observation of the LLC having a \$10,000 loss year-to-date, compared to positive income of \$4,000 for the same timeframe the year prior. Ms. Burch attributed not having the charter for the British Open related to the John Deere Classic and associated fuel activity as reasoning for the big change year-to-date. Additionally, she noted the LLC is still seeing effects from wage compression.

- d. The Airport Activity Summary for July 2022 was placed on file. Mr. Leischner began by noting the recent announcement of Delta making the unfortunate decision to suspend operations to MSP from MLI. He reported activity was down 7% compared to the same timeframe the year prior, but down 26% compared to July 2019. He ended the report noting that although airline ticket prices remain high, there is still demand to travel. 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 63% design work and Valley Construction has completed 36% for the Shorten Runway 5/23 project. The report was placed on file.
  - f. The report of bills paid in July was presented. With no further discussion, Motion by Commissioner Fisk, Second by Commissioner Radloff, for the board bills to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried. The report was placed on file.
5. Chairman Donnelly noted the memo regarding the approval of entering into a 3-year agreement with Nextiva for telephone services in an amount not to exceed \$60,000. With no further discussion, Motion by Commissioner Malvik\*, Second by Commissioner Stone to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.
  6. Chairman Donnelly noted the memo regarding the approval of entering into a 5-year Planning Services Consultant Retainer Agreement with Crawford, Murphy and Tilly, Inc. of Springfield, IL as recommended by the Planning Committee on August 15, 2022. Joe Goetz, Airport Operations Manager, noted the FAA requires proposals to be issued every 5 years for services. With no further discussion, Motion by Commissioner Fisk\*, Second by Commissioner Radloff to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.
  7. Chairman Donnelly noted the memo regarding the approval of entering into a 5-year Architectural and Engineering Services Consultant Retainer Agreement with HDR, Inc. of Omaha, NE as recommended by the Planning Committee on August 15, 2022. With no further discussion, Motion by Commissioner Healy\*, Second by Commissioner McGregor to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.
  8. Chairman Donnelly noted the memo regarding the approval of entering into a 5-year Architectural and Engineering Services Consultant Retainer Agreement with Crawford, Murphy, and Tilly, Inc. of Springfield, IL as recommended by the Planning Committee on August 15, 2022. With no further discussion, Motion by Commissioner Radloff\*, Second by Commissioner Fisk to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.
  9. Chairman Donnelly noted the memo regarding the approval of a License and Operating Agreement with Revv Aviation of Aurora, IL for miscellaneous aviation/aeronautical services at Quad Cities International Airport. Benjamin Leischner, Executive Director, stated he's looking forward to having a business with established flight training and mechanics on-site. Commissioner Jodi Fisk congratulated Ben and staff for making this a reality. With no further discussion, Motion by Commissioner Fisk\*, Second by Commissioner Radloff to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.

10. Chairman Donnelly noted the memo regarding the approval of a License and Operating Agreement with QC Seaplanes of Moline, IL for miscellaneous aviation/aeronautical services at Quad Cities International Airport. With no further discussion, Motion by Commissioner Stone\*, Second by Commissioner Healy to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.
11. Motion Commissioner Fisk\*, Second by Commissioner Radloff to ratify acceptance of the FAA Airport Improvement Program grant award in the amount of \$17,944 to acquire Aircraft Rescue & Fire Fighting Safety Equipment (Aqueous Film Forming Foam (AFFF) Testing). Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.
12. Motion Commissioner McGregor\*, Second by Commissioner Stone to ratify acceptance of the FAA Airport Improvement Program grant award in the amount of \$1,262,970 to acquire snow removal equipment (Two hi-speed brooms). Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.
13. Chairman Donnelly noted the memo regarding the approval of the award of a contract to M-B Companies Inc. for the purchase of (2) high speed runway snow removal brooms in an amount not to exceed \$1,384,400. Joe Goetz, Operations Manager, noted 2 of the Airport's current brooms are in poor condition and upkeep costs are continually increasing. With no further discussion, Motion by Commissioner Healy\*, Second by Commissioner Fisk to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.
14. Motion Commissioner Radloff\*, Second by Commissioner Stone to ratify a construction agreement with Valley Construction Company of Rock Island, IL for an emergency concrete repair near Gate A2 in an amount not to exceed \$25,000. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Fisk, Healy. Nays – None. Absent – Taylor. Motion carried.
15. 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 the various flight destinations MLI has to offer, completion of a FY2023 strategic planning session, and implementation of tracking links on all social and email. She ended her update with a preview video of the relaunch of MLI Insider videos, which allows the Airport's YouTube channel followers to follow employees on the job and hear them speak to the work they do.

Being no further business, Motion by Commissioner Radloff, Second by Commissioner Fisk, to adjourn the meeting at 9:21 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.*