

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS
MINUTES
BOARD OF COMMISSIONERS
September 20, 2022

APPROVED BY
Board of Commissioners
Date 10/18/2022

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on September 20, 2022, pursuant to bylaws and meeting notice previously posted.

Commissioners:

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

ABSENT: 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
Jeff Swan, Public Safety Chief
Betsy Kaiser, Accounting Manager
Brooke Rutledge, Executive Assistant
Kevin Larson, Building Services Supervisor
Brent Antolik, Building Maintenance Electrician
Stephen Kuechel, Operations Intern
Ymesa Martin, Accounting Clerk
Jeff Hardacre, Deputy Federal Security Director
Travis Strait, CMT
Mike Witiw, HDR

Also Present by "GoToMeeting":

Kenneth Florey, Robbins Schwartz

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

1. Motion by Commissioner Radloff, Second by Commissioner Malvik, for the Minutes of the Monthly Board Meeting held on August 23, 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 taking a moment to remember long-time shoe shine vendor, Bobbie Bassett. Bobbie was a staple of the Airport, dating back to 1988. He expressed sadness felt by Airport staff learning of his passing and extended condolences to his family. Mr. Leischner went on to discuss a recent visit from Congresswoman Cheri Bustos for her 118th Cheri on Shift. Rep. Bustos joined Operations Manager, Joe Goetz, for an airfield inspection and visited the runway construction site. Mr. Leischner thanked her for her continued support and engagement. Mr. Leischner further discussed a recent opportunity to meet Augustana College's new president, Dr. Andrea Talentino. He stated how important Augustana College is to the Quad Cities and the Airport. He concluded his update by inviting everyone to attend the upcoming second annual Girls in Aviation Day at the Airport. 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 August 2022. The report depicts an overall healthy cash position at approximately \$33.5 million, a roughly \$400,000 increase over the month of July. Outside of normal monthly receipts from customers/tenants and disbursements to vendors, she noted approximately \$450,000 in grant funding was received, as well as \$275,000 in property tax levy monies offset by a large vendor payment for construction work activity related to the Shorten Runway 5/23, Realign Taxiway Alpha project of \$700,000. Additional large transactions during the month of August included moving \$1.5 million out of the MAA's operating account to IPRIME and taking an early withdraw on a CD, taking advantage of higher interest rates, which will generate approximately \$110,000 of additional annual investment income. Motion by Commissioner Stone, Second by Commissioner Healy, for the Treasurer's Report to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried.
- b. and c. The August 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 \$1.9 million year-to-date. Ms. Burch stated operating revenues were flat, operating expenses were up 4.5%, and non-operating revenue and expenses were down 14% year-to-date compared to the same timeframe the year prior. In addition, \$1.9 million in capital grant and contribution revenue has been recognized year-to-date related to construction activity for the Shorten Runway 5/23, Realign Taxiway Alpha project.

Ms. Burch's report included the observation of the LLC having a \$44,000 loss year-to-date, compared to a \$22,000 loss for the same timeframe the year prior. Ms. Burch attributed less fueling activity and timing issues in the pricing of fuel, leading to lower profit margins, as factors 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 August 2022 was placed on file. Mr. Leischner reported activity was down 4% compared to the same timeframe the year prior. He noted the Airport is likely in a position where activity will remain flat for the foreseeable future. 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 77% design work and Valley Construction has completed 43% for the Shorten Runway 5/23 project. The report was placed on file.
 - f. The report of bills paid in August was presented. With no further discussion, Motion by Commissioner Donnelly, Second by Commissioner Radloff, for the board bills to be approved. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried. The report was placed on file.
5. Benjamin Leischner, Executive Director, presented the Government Finance Officers Association (GFOA) Award to the MAA Finance Department for FY2021. Mr. Leischner recognized the finance team and the amount of hard work that goes not only into the audit every year, but into the comprehensive report that is mostly written and prepared in-house.
 6. Chairman Donnelly noted the memo regarding the approval of entering into an Agreement with Granet Construction Co. of Rock Island, IL for the repair of concrete sidewalks and roadways in an amount not to exceed \$80,000. Joe Goetz, Operations Manager, noted each year the Airport solicits proposals for concrete, with the work being awarded to the lowest bidder. With no further discussion, Motion by Commissioner McGregor*, Second by Commissioner Stone to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried.
 7. Motion Commissioner Taylor*, Second by Commissioner Malvik to adopt the 2022 Tax Levy Ordinance in the total levy amount of \$1,463,000. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried.

8. Chairman Donnelly noted the memo regarding the approval of adopting the Ordinance Establishing Insurance Schedule. Jo Johnson-Meineke, Dir of HR & Risk Mgmt, noted the Airport decided to separate the Insurance Schedule from Rates and Charges so revisions and updates can be made from time to time without having to have a public hearing as required for the Rates and Charges Ordinance. With no further discussion, Motion by Commissioner Radloff*, Second by Commissioner McGregor to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried.
9. Chairman Donnelly noted the memo regarding the approval of payment of \$3,875 to Signs Now of Davenport, IA as final payment for services not rendered subsequent to Default by Signs Now for failure to perform. Joe Goetz, Operations Manager, provided an overview of events since entering into a purchase agreement and depositing \$45,000 with the local signage franchise for signage around Airport ring road. Highlights of events included Signs Now missing contract deadlines, inability to complete all signage proofs, no returned communication for months after numerous attempts, issuance of Notice of Default for failure to perform by Signs Now by Airport legal counsel, and the request by Signs Now to keep \$3,875 out of the \$45,000 deposit for claimed time and materials. Commissioner Malvik raised the question if the \$3,875 Signs Now is requesting to keep from the deposit is money flushed down the toilet. Joe Goetz, Operations Manager, stated it is money that the Airport did not receive any work for. With no further discussion, Motion by Commissioner Malvik*, Second by Commissioner Radloff to approve. Roll Call: Ayes – Commissioners Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – Stone. Absent – Fisk. Motion carried.
10. At 8:58 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 Radloff, Second by Commissioner Healy, to conduct the meeting in Executive Session. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. 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, Jeff Swan and Kenneth Florey, Robbins Schwartz.

At 9:12 a.m., Motion by Commissioner Stone, Second by Commissioner Radloff, to return to open session. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried.

No formal action was taken.

Being no further business, Motion by Commissioner Radloff, Second by Commissioner Healy, to adjourn the meeting at 9:13 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.*