

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS

MINUTES
BOARD OF COMMISSIONERS
October 18, 2022

APPROVED BY
Board of Commissioners
Date 11/17/2022

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on October 18, 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
Kenneth Florey, Robbins Schwartz
Marlin Jackson, Airport Facilities Manager
Kevin Larson, Building Services Supervisor
Brent Antolik, Building Maintenance Electrician
Stephen Kuechel, Operations Intern
Jeff Hardacre, Deputy Federal Security Director
Travis Strait, CMT
Mike Witiw, HDR

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

1. Chairman Donnelly administered the oath of office to Aaron Whitcelo, Public Safety Officer. Officer Whitcelo, his family members, and other public safety officers attending the ceremony left the meeting once the ceremony concluded.
2. Motion by Commissioner Radloff, Second by Commissioner Stone, for the Minutes of the Monthly Board Meeting held on September 20, 2022 to be approved. Motion carried by unanimous verbal vote.
3. Benjamin Leischner presented to the Board an invitation received from Visit Quad Cities for their Annual Destination QC! Event to be held on November 17th. Mr. Leischner noted the program and reception will be centered on tourism and its continued positive impact on our region's economy.
4. Benjamin Leischner presented the Director's Update. Mr. Leischner began by reviewing recent changes in air service at the Airport, which included Allegiant restoring twice weekly service to Phoenix/Mesa and their previous Florida destinations. Additionally, he noted United restored a third flight to Chicago this fall through the holiday travel season. Mr. Leischner went on to discuss Honor Flight of the Quad Cities returning this month for the second to last flight of the season. He stated supporting Honor Flight is truly one of the highlights of what we do, with flights costing more than \$125,000 per event, which is why the Airport chose Honor Flight of the Quad Cities to receive all proceeds of chuck-a-puck and jersey auctions during the QC Storm game on January 7th as part of the Airport's sponsorship. He concluded his update

acknowledging the work of Congresswoman Cheri Bustos' who made the decision to not seek reappointment, stating she has been a great ally of the Airport and for infrastructure needs in the Quad Cities. A copy of the written version of the Director's Update was placed on file.

5. Report of Officers and Standing Committees:

- a. Angela Burch, Director of Finance, reviewed the Treasurer's Report for September 2022. The report depicts an overall healthy cash position at approximately \$32.4 million, a roughly \$1.1 million decrease over the month of August. She attributed the decrease to larger cash outflows for construction work activity related to the Shorten Runway 5/23, Realign Taxiway Alpha project of \$1.2 million during the month of September. Additionally, she noted three check runs that fell in the month of September compared to the normal two check runs that occur. Ms. Burch further explained that the Authority still has approximately \$2-3 million of previous grant reimbursement requests submitted to the State that are outstanding related to the Shorten Runway 5/23, Realign Taxiway Alpha project. Motion by Commissioner Malvik, Second by Commissioner Radloff, 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 September 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 \$2.306 million year-to-date. Ms. Burch stated operating revenues were up 2.9%, operating expenses were up 4.7%, and non-operating revenue and expenses were down 25% year-to-date compared to the same timeframe the year prior.

Ms. Burch's report included the observation of the LLC having a \$70,000 loss year-to-date, compared to a \$21,000 loss for the same timeframe the year prior. Ms. Burch attributed less cargo, charter, and fueling activity 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 September 2022 was placed on file. Mr. Leischner reported activity was down 2% compared to the same timeframe the year prior and down 22% compared to 2019 for total passengers. He noted the biggest factor contributing to decreased activity was Delta ceasing certain routes. 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 80% design work and Valley Construction has completed 60% for the Shorten Runway 5/23 project. The report was placed on file.
 - f. The report of bills paid in September was presented. With no further discussion, Motion by Commissioner Stone, Second by Commissioner Taylor, 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.
6. Chairman Donnelly noted the memo regarding the approval of the capital vehicle purchase of a Ford F450 4x4 Chassis from a reputable Ford dealer in an amount not to exceed \$50,000. Benjamin Leischner, Executive Director, noted this purchase will replace equipment that has reached its full life. With no further discussion, Motion by Commissioner Healy*, Second by Commissioner Radloff to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried.
 7. Chairman Donnelly noted the memo regarding the approval of the capital purchase of a Stellar Hook-Lift Salt Spreader and Dump Body from a reputable dealer in an amount not to exceed \$100,000. With no further discussion, Motion by Commissioner Stone*, Second by Commissioner Malvik to approve. 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 the capital purchase of a John Deere 1575 front mount mower with cab and rotary broom from a reputable John Deere dealership in an amount not to exceed \$45,000. With no further discussion, Motion by Commissioner McGregor*, Second by Commissioner Radloff 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 the capital purchase of a John Deere 2038R Compact Utility Tractor with a 220R loader from a reputable John Deere dealership in an amount not to exceed \$50,000. With no further discussion, Motion by Commissioner Stone*, Second by Commissioner Healy to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried.
10. Chairman Donnelly noted the memo regarding the approval of a contract award to QC Insulators for the installation of interior insulation and paint for hangars H2, H3, H6, and H10 in an amount not to exceed \$40,000. Benjamin Leischner, Executive Director, noted the hangars are currently not in proper condition to lease, but he's hopeful these updates will bring more people in. With no further discussion, Motion by Commissioner Radloff*, Second by Commissioner Taylor to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried.
11. Chairman Donnelly noted the memo regarding the approval of the purchase of airfield marking paint and glass beads in an amount not to exceed \$42,000. Benjamin Leischner, Executive Director, noted this purchase is a routine purchase and an annual budget item. With no further discussion, Motion by Commissioner Taylor*, Second by Commissioner Stone to approve. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried.
12. Chairman Donnelly noted the memo regarding the approval of the purchase of 7 sets of Hi-Speed Runway Broom Core Refill Kits from MB Companies in the amount of \$25,000. 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.
13. Motion by Commissioner Radloff*, Second by Commissioner Healy for the approval of Closed Session Minutes Review and Closed Session Recordings Destruction performed by Kenneth Florey of Robbins Schwartz. Roll Call: Ayes – Commissioners Stone, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – Fisk. Motion carried.
14. At 8:51 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, 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 9:27 a.m., Motion by Commissioner Malvik, 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 Taylor, to adjourn the meeting at 9:30 a.m. Motion carried unanimously and the meeting was concluded.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Benjamin Leischner', with a long horizontal flourish extending to the right.

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.*