

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS

MINUTES
BOARD OF COMMISSIONERS
March 21, 2023

APPROVED BY
Board of Commissioners
Date 4-18-2023

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on March 21, 2023, pursuant to bylaws and meeting notice previously posted.

Commissioners:

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

ABSENT: Debbie Healy.

Others Present in Terminal Conference Room:

Benjamin Leischner, Executive Director
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, Accountant
Brooke Rutledge, Executive Assistant
Kenneth Florey, Robbins Schwartz
Stephen Kuechel, Operations Intern
Kevin Larson, Building Services Supervisor
Brent Antolik, Building Maintenance Electrician
Travis Strait, CMT
Michael Witiw, HDR
Kevin Johnson, TSA
Dave Krouth, Metrolink

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

1. Motion by Commissioner Radloff, Second by Commissioner Stone for the Minutes of the Monthly Board Meeting and Executive Session held on February 21, 2023, to be approved. Motion carried by unanimous verbal vote.
2. Benjamin Leischner presented to the Board an invitation to the 2023 IMPACT Client Appreciation Reception on April 19, 2023. Mr. Leischner noted the MAA maintains ILLOWA Impact Agreements with local labor to keep investment dollars in the community and is committed to partnering local whenever possible.

Stephen Kuechel, Airport Management Intern, addressed the Board by providing an overview of his time as an Airport Management Intern at the Airport. He noted highlights during his internship that included participating in the creation of an IT manual, working on a cyber response plan, escorting, being active in the Runway 5/23 construction project, assisting with the layout of airfield markings, and earning his ACE accreditation through AAAE. Mr. Kuechel was excited to announce he had accepted a position with the Milwaukee Mitchell International Airport and thanked the Board and staff for everything they had done to provide value during his internship.

3. Benjamin Leischner presented the Director's Update. Mr. Leischner began by recognizing Chief Jeff Swan, the public safety team, and airport operations for their hard work coordinating complex security protocols to ensure everyone was safe during President Trump's visit to the Quad Cities last week. Mr. Leischner continued by noting a recent meeting with Sen. Tammy Duckworth, who recently took over as Chair of the Senate Aviation Subcommittee, along with other executive members of the Illinois Airports Council. He stated the meeting was focused on discussing FAA reauthorization, aviation workforce shortages, initiatives to improve safety, and securing more federal funding for Illinois Airports. Mr. Leischner stated he cannot thank Sen. Duckworth enough for her continued engagement with Illinois airports. Mr. Leischner concluded his update reviewing the topic of

community support around incentive efforts, with the goal of providing overwhelming evidence to airlines that the Quad Cities needs, and can support, more air service. 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 February 2023. The report depicts an overall healthy cash position at approximately \$34.3 million, an increase of \$1.3 million over the month of January. Ms. Burch noted the MAA received \$3 million in grant reimbursements from the State related to the Shorten Runway 5/23, Realign Taxiway Alpha project and spent \$1.8 million in cash outflows to contractors for the same project. Additionally, she noted year-to-date investment earnings of \$459,000, with \$86,000 in interest income earnings received during the month of February, with interest rates continuing to rise at 4.75%. Motion by Commissioner Malvik, Second by Commissioner Fisk, for the Treasurer's Report to be approved. Roll Call: Ayes – Commissioners Stone, Fisk, Malvik, McGregor, Radloff, Donnelly, Taylor. Nays – None. Absent – Healy. Motion carried.

b. and c. The February 2023 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 \$5.3 million year-to-date. Ms. Burch stated operating revenues were up 3.3%, operating expenses were up 3.8%, and non-operating revenue and expenses were down 31% year-to-date compared to the same timeframe the year prior, primarily due to reimbursements for the ARPA COVID funds. Additionally, she noted the MAA continues to see large increases in personal property replacement taxes, which were up 66% over the year prior.

Ms. Burch's report included the observation of the LLC having a \$136,000 loss year-to-date, compared to a \$103,000 loss for the same timeframe the year prior. Ms. Burch attributed less fueling activity, leading to lower profit margins, and a decrease in cargo activity as factors for the big change year-to-date. Additionally, she noted the LLC is still seeing effects from wage compression as well as increases in insurance costs.

d. The Airport Activity Summary for February 2023 was placed on file. Mr. Leischner reported activity was up 3% compared to the same timeframe the year prior. Tower movements were up 37%. The report was placed on file.

e. Benjamin Leischner, Executive Director, reviewed the Airport projects and construction report. Highlights of Mr. Leischner's review are noted in these Minutes. CMT has completed 96% design work and Valley Construction has completed 95% for the Shorten Runway 5/23 project. The report was placed on file.

f. The report of bills paid in February was presented. With no further discussion, Motion by Commissioner Fisk, Second by Commissioner McGregor, for the board bills to be approved. Roll Call: Ayes – Commissioners Stone, Fisk, Malvik, McGregor, Radloff, Donnelly, Taylor. Nays – None. Absent – Healy. Motion carried. The report was placed on file.

5. Chairman Donnelly noted the memo regarding the approval of a Fourth Amendment of the Concession Agreement with Air Host Moline, Inc. and Tailwind Hospitality, Inc. to provide food and beverage services at the Airport. Benjamin Leischner, Executive Director, explained that Tailwind Hospitality purchased Air Host through a stock transaction in November of 2021 and is an experienced food, beverage, and retail concessionaire. He highlighted terms of the Amendment to include a three-year extension, with two one-year options at the discretion of the MAA, a minimum of \$200,000 in improvements to be completed, and an increase in percentage of gross receipts to the MAA. With no questions or further discussion, Motion by Commissioner Fisk*, Second by Commissioner Radloff to approve. Roll Call: Ayes – Commissioners Stone, Fisk, Malvik, McGregor, Radloff, Donnelly, Taylor. Nays – None. Absent – Healy. Motion carried.

6. Chairman Donnelly noted the memo regarding ratifying acceptance of the Illinois Department of Transportation Aviation Fuel Tax Program grant award in the amount of \$165,952.97 to be used for airport-related purposes. Angela Burch, Director of Finance, explained that this grant is provided by Illinois state statute and provides that proceeds collected from taxes on aviation fuel shall be used by IDOT for the purposes of administering a State Aviation Program Fund to include grants to units of local governments for airport related purposes. She noted grants from the Fund are distributed proportionately based on equal part enplanements, total cargo, and airport

operations. With no questions or further discussion, Motion by Commissioner Stone, Second by Commissioner Taylor to approve. Roll Call: Ayes – Commissioners Stone, Fisk, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – None. Motion carried.

7. Chairman Donnelly noted the memo regarding the approval of an Intergovernmental Agreement with the Greater Rockford Airport Authority (RFD) leasing the Airport's 2003 Oshkosh Striker 3000 ARFF vehicle. Benjamin Leischner, Executive Director, explained this Agreement leases the Airport's 2003 Oshkosh Striker 3000 ARFF vehicle. He noted leasing this vehicle still leaves the Airport with two FAA compliant ARFF vehicles to ensure continuation of operations should one vehicle require maintenance. With no questions or further discussion, Motion by Commissioner Fisk, Second by Commissioner Radloff to approve. Roll Call: Ayes – Commissioners Stone, Fisk, Malvik, McGregor, Radloff, Donnelly, Healy, Taylor. Nays – None. Absent – None.
8. At 8:53 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 Stone, to conduct the meeting in Executive Session. Roll Call: Ayes – Commissioners Stone, Fisk, Malvik, McGregor, Radloff, Donnelly, Taylor. Nays – None. Absent – Healy. Motion carried.

Attending the Closed Session were the Board Commissioners, Benjamin Leischner, Angela Burch, Jo Johnson-Meineke, Jeff Swan, Ashleigh Davis, Brooke Rutledge and Kenneth Florey, Robbins Schwartz.

At 9:26 a.m., Motion by Commissioner Taylor, Second by Commissioner Radloff, to return to open session. Motion carried by unanimous verbal vote.

Being no further business, Motion by Commissioner Stone, Second by Commissioner Radloff, to adjourn the meeting at 9:27 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.*