

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS  
MINUTES  
BOARD OF COMMISSIONERS  
April 18, 2023

**APPROVED BY**  
**Board of Commissioners**  
Date 5-23-2023

The Board of Commissioners of the Metropolitan Airport Authority of Rock Island County, Illinois, held its regular monthly meeting on April 18, 2023, pursuant to bylaws and meeting notice previously posted.

Commissioners:

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

ABSENT: John Malvik, Jennifer Radloff.

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.  
Jeff Swan, Public Safety Chief  
Marlin Jackson, Airport Facilities  
Mike Hixson, Airfield Maintenance Supervisor  
Betsy Kaiser, Accountant  
Brooke Rutledge, Executive Assistant  
Kenneth Florey, Robbins Schwartz  
Brent Antolik, Building Maintenance Electrician  
Brad Gantt, Operations Coordinator  
Travis Strait, CMT  
Morgan Mays, HDR  
Jamie Hicks, Federal Security Director

Chairman Donnelly called the meeting to order at 8:12 a.m.

1. Motion by Commissioner Fisk, Second by Commissioner McGregor for the Minutes of the Monthly Board Meeting and Executive Session held on March 21, 2023, to be approved. Motion carried by unanimous verbal vote.
2. Benjamin Leischner reminded the Board of the May 1<sup>st</sup> deadline to return the Statement of Economic Interest forms to Rock Island County Clerk, Karen Kinney. Mr. Leischner noted the forms should have been sent to individual homes with instructions included.
3. Benjamin Leischner presented the Director's Update. Mr. Leischner began by highlighting his recent appearance on INSIGHT, the T.V. show companion to the magazine by the same name with prior airport commissioner Molly Foley. Ms. Foley is a prominent business leader in the region with IMEG and a fierce supporter of the airport. He noted they spoke about the economic impact of the airport, industry challenges, and all matters related to funding. Mr. Leischner continued by explaining another way the airport impacts the aviation industry is through legislative advocacy at the federal and state levels. He noted the Illinois Airports Council will be heading to Springfield to meet with key legislators in the General Assembly and those who represent individual applicable districts to discuss not only how state process can improve, but also the significant contributions airports make to the Illinois economy. Mr. Leischner concluded his update by noting that during the Routes Americas conference last month, legacy carriers continued to discuss prolonged, and in some cases, worsening staffing shortages, which continue to plague smaller airports. 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 March 2023. The report depicts an overall healthy cash position at approximately \$36.7 million, an increase of \$2.5 million over the month of February. Ms. Burch noted the MAA received \$1.8 million in grant reimbursements from the State related to the Shorten Runway 5/23, Realign Taxiway Alpha project, as well as \$300,000 in concession rent relief for Airport tenants. Additionally, she noted \$100,000 in interest income earnings were received during the month of March, with interest rates seeming to stabilize at 5%. She concluded noting the MAA is \$22 million over an internal unrestricted cash goal of \$12 million, which is a strong position to be in with Project GATEWAY underway. Motion by Commissioner Stone, Second by Commissioner Healy, for the Treasurer's Report to be approved. Roll Call: Ayes – Commissioners Stone, Fisk, McGregor, Donnelly, Healy, Taylor. Nays – None. Absent – Malvik, Radloff. Motion carried.
  - b. and c. The March 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 \$5.7 million year-to-date. Ms. Burch stated operating revenues were up 3.6%, operating expenses were up 3%, and non-operating revenue and expenses were down 27% year-to-date compared to the same timeframe the year prior, primarily due to reimbursements for the ARPA COVID funds. She stated the MAA still has roughly \$2.5 million in outstanding ARPA funds to seek reimbursements for. Additionally, she noted the MAA continues to see large increases in personal property replacement taxes, which were up 35% over the year prior, and in investment income, which was up 578% over the year prior.  
  
Ms. Burch's report included the observation of the LLC having a \$137,000 loss year-to-date, compared to a \$129,000 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. However, she stated during the month of March activity did increase. She noted Jet A fuel sales were up \$40,000, primarily due to the visit of former President Donald J. Trump, as well as additional charters. 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 March 2023 was placed on file. Mr. Leischner reported activity was down 7% compared to the same timeframe the year prior. Tower movements were up 15%. 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 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 March was presented. With no further discussion, Motion by Commissioner Fisk, Second by Commissioner Stone, for the board bills to be approved. Roll Call: Ayes – Commissioners Stone, Fisk, McGregor, Donnelly, Healy, Taylor. Nays – None. Absent – Malvik, Radloff. Motion carried. The report was placed on file.
5. Chairman Donnelly noted the memo regarding the approval of reimbursement of travel expenses to Commissioners Jennifer Radloff, Richard Stone, and Kurt Donnelly for attending the Annual AAAE Conference and Exposition held on June 2-6, 2023 in Denver, Colorado in an amount not to exceed \$3,925 for each Commissioner. With no questions or further discussion, Motion by Commissioner McGregor, Second by Commissioner Fisk to approve. Ayes – Commissioners Stone, Fisk, McGregor, Donnelly, Healy, Taylor. Nays – None. Absent – Malvik, Radloff. Motion carried.
  6. Chairman Donnelly noted the memo regarding the approval of changing the June Board meeting from Tuesday, June 20, 2023, to Thursday, June 15, 2023. Benjamin Leischner, Executive Director, explained the requested change is due to a personal scheduling conflict and prior commitment of his. With no questions or further discussion, Motion by Commissioner Stone, Second by Commissioner Fisk to approve. Ayes – Commissioners Stone, Fisk, McGregor, Donnelly, Healy, Taylor. Nays – None. Absent – Malvik, Radloff. Motion carried.
  7. Chairman Donnelly noted the memo regarding the approval of the Design and Special Services Phase service agreement with CMT in an amount not to exceed \$194,200 for the Rehabilitate T-Hangar Taxiways and Reconstruction NE GA Apron project. Joe Goetz, Airport Operations Manager, explained the airport did a pavement survey that concluded the area needed rehab. He stated CMT has successfully managed several airport projects. With no questions or further discussion, Motion by Commissioner Fisk\*, Second by Commissioner Stone

- to approve. Ayes – Commissioners Stone, Fisk, McGregor, Donnelly, Healy, Taylor. Nays – None. Absent – Malvik, Radloff. Motion carried.
8. Chairman Donnelly noted the memo regarding the approval of a four-year Intergovernmental Agreement with the Rock Island County Sheriff's Office to provide co-operative public safety communications to the citizens of Illinois in an amount not to exceed \$4,500. Jeff Swan, Public Safety Chief, explained this agreement used to be an annual agreement, however, for budgeting purposes, the new Sheriff requested a four-year agreement. With no questions or further discussion, Motion by Commissioner Healy, Second by Commissioner McGregor to approve. Ayes – Commissioners Stone, Fisk, McGregor, Donnelly, Healy, Taylor. Nays – None. Absent – Malvik, Radloff. Motion carried.
  9. Chairman Donnelly noted the memo regarding the approval of a two-year extension to the MRH Solutions LLC consulting services agreement providing State legislative support in an amount not to exceed \$72,000. Benjamin Leischner, Executive Director, explained the great value MRH Solutions brings by being an advocate outside of staff who can stress why the Quad Cities and the airport are so important. Additionally, he stated MRH is able to monitor Bills for any that could be potentially damaging for the airport. With no questions or further discussion, Motion by Commissioner Stone\*, Second by Commissioner Fisk to approve. Ayes – Commissioners Stone, Fisk, McGregor, Donnelly, Healy, Taylor. Nays – None. Absent – Malvik, Radloff. Motion carried.
  10. Chairman Donnelly noted the memo regarding the adoption of a Resolution establishing a Decennial Committee on Local Government Efficiency in accordance with the Decennial Committees on Local Government Efficiency Act. Benjamin Leischner, Executive Director, explained the Act requires the Decennial Committee to meet at least three times to study the MAA's governing statutes, ordinances, procedures, shared services, intergovernmental agreements and to collect data, research, and prepare a report for Rock Island County on best practices of the MAA. With no questions or further discussion, Motion by Commissioner Healy, Second by Commissioner Taylor to adopt the Resolution. Ayes – Commissioners Stone, Fisk, McGregor, Donnelly, Healy, Taylor. Nays – None. Absent – Malvik, Radloff. Motion carried.
  11. Chairman Donnelly noted the memo regarding amending the purchase authority for a new Ford F150 pickup previously approved by the Board on September 21, 2021, to an amount not to exceed \$41,000. Benjamin Leischner, Executive Director, explained this purchase was previously approved in the amount of \$35,000. Since the time of approval, there was a chip shortage that paused manufacturing of these vehicles, and since resuming manufacturing, pricing went up. He stated this action is for the increased price difference and was carried over from last fiscal years' budget to the current fiscal year budget. With no questions or further discussion, Motion by Commissioner Fisk, Second by Commissioner Healy to amend the purchase authority. Ayes – Commissioners Stone, Fisk, McGregor, Donnelly, Healy, Taylor. Nays – None. Absent – Malvik, Radloff. Motion carried.

Being no further business, Motion by Commissioner Stone, Second by Commissioner Taylor, to adjourn the meeting at 9:07 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.*