



**MEETING OF THE BOARD OF COMMISSIONERS
OF THE
GREATER ROCKFORD AIRPORT AUTHORITY**

A Regular Meeting of the Board of Commissioners of the Greater Rockford Airport Authority was held on Thursday, October 27, 2007, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Dunn called the meeting to order at 5:35 p.m.

BOARD/LEGAL	P	A	STAFF	P	A	GUESTS/OTHER STAFF
Eugene Allen	X		Bob O'Brien	X		Thomas Bona - RRS
Brian Boyer	X		Amy Ott	X		
Michael Dunn	X		Franz Olson	X		
Gwen Gulley		X	Jan Benoit	X		
Mary Norman	X		Kathy Bruggeman	X		
Peter Provenzano	X		Zachary Sundquist	X		
Bharat Puri		X				
Thomas Lester	X					

A motion was made by Commissioner Norman, seconded by Commissioner Boyer and unanimously approved by voice vote to accept the minutes of the September 27, 2007 Regular Board Meeting as presented.

DIRECTORS REPORTS:

Bob O'Brien, Executive Director reported on the following:

- I will be attending a UPS Alliance meeting in Louisville over the next three days. Executives from the East Midland's airport will also be present at these Alliance Meetings. They will be visiting RFD where a meeting and dinner will be held on Monday. All Commissioners are invited to attend the meeting and/or dinner if available.
- This week, there was an article in the newspapers about the pending service to Ireland. Negotiations are still in progress. More information to follow as it becomes available.

Amy Ott, Deputy Director of Finance & Administration reported on the following:

- The insurance premiums on the agenda for passage tonight have been lowered in some categories compared to last Thursday's meeting.

Franz Olson, Deputy Director of Operations & Facilities reported on the following:

- The international arrival gate construction is well underway, weather permitting we are on track for substantial completion on or before December 1! The first scheduled international flights begin December 27th. This project is significant in that it will provide a protected, heated; ADA approved and well lighted facility to off load passengers from international flights directly into US Customs using a jet bridge as opposed to having the passengers negotiate steep stairs leading from the aircraft to the ramp in inclement weather.
- CMT has relocated the former American Quality Building located at 25 Airport Drive to accommodate remodeling 2,500 sq. ft. of space they formerly occupied in the terminal building into additional passenger holding area. In part with the terminal and international gate project, two new jet bridges have been ordered. When the projects are completed the Airport will have a total of five gates capable of loading/unloading passengers via jet bridges.
- Sealed bids were opened concerning revamping the Airport terminal monument sign, Airport Drive Entrance/Exit signs and four remote signs. Much of the work involves re-facing to update the Airport name/logo and overall image. The monument sign will incorporate an LCD programmable message board. Interesting note is when staff interviewed prospective sign providers they all agreed that the slight curvature of Airport Drive in front of the terminal will provide optimum viewing of the digital message board hence a larger volume of information can be viewed as cars approach. A resolution is brought before you tonight requesting approval to proceed with the work.
- Over three days this week the Airport Authority sent 62 Rockford Firemen to O'Hare for FAA required recurrent Aircraft, Rescue & Fire Fighting (ARFF) training. As you are aware we contract with the City for the coverage. The 62 individuals represent the existing 24/7 daily shifts as well as the added advantage of additional experienced firefighters being ARFF certified as backup and future rotation to Station No. 7 located at the Airport.
- I am extremely pleased to announce that Marge Bevers has been appointed as Co-Chair of the Grantee Committee for the National Association of Foreign Trade Zones (NAFTZ). Marge's enthusiasm, knowledge, and attention to detail have propelled FTZ 176 to next level. Also, Marge's presentation at the recent Annual FTZ Conference in Phoenix received great reviews! Before you tonight is a resolution approving the FTZ reorganization application. Once the application is approved by the FTZ Board in Washington, the existing number of participants under FTZ 176 will virtually double as a result of the new partners being added.

A presentation will be made to the Board soon on the current status.

COMMITTEE REPORTS:

Planning & Finance Committee: A meeting was held on Thursday, October 18, 2007. The items for review and discussion were the Marketing Plan Update, September Financial Report, Resolutions, Tax Levy Ordinance and other. All resolutions were recommended for passage.

PUBLIC COMMENT: None

OLD BUSINESS: Commissioner Norman reported that she and Commissioner Gulley met with Amy Ott last week regarding an incentive program for the accreditation process associated with the American Association of Airport Executives. The team recommended that the Board approve the incentive program for those employees interested in receiving this accreditation. A brief discussion was held regarding the specifics of the program. Board Chairman Dunn stated that the Board accepts the report and gave staff authorization to proceed and implement the policies recommended in the report.

Commissioner Boyer reported that the sponsorship packets have been sent to the past sponsors. He added that if any of the Commissioners have companies of which they feel may be a potential sponsor to let him or Geoff Oman know. A more formal report will be made to the Board soon.

NEW BUSINESS: None

RESOLUTIONS:

Commissioner Norman made a motion to adopt **Resolution #07-70**, awarding bid 07-09 for Solid Runway and Taxiway Deicing/Anti-icing Compound to Industrial Systems of Lakemoor, IL in the amount of \$464.00 per ton of PCS prilled urea. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-71**, awarding bid 07-09 for Solid Runway and Taxiway Deicing/Anti-icing Compound to Old World Industries of Northbrook, IL in the amount of \$1,200 per ton of sodium formate grade compound. The motion was seconded by Commissioner Provenzano and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-72**, awarding bid 07-08 for Liquid De-Icer (Potassium Acetate) to Old World Industries of Northbrook, IL in the amount of \$2.32 per gallon. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-73**, awarding bid 07-10 for replacement of polypropylene and wire brush segments to United Rotary of Marysville, OH in the amount of \$41.93 per brush set. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-74**, awarding bid 07-07 for main terminal monument sign and relate airport directional signage to Signs Now of Rockford, IL in the amount of \$131,198. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-75/#07-76** approving the business insurance renewals for the period beginning November 1, 2007 through October 31, 2008 as follows:

Coverage	Broker/Carrier	Current Year Premium	Proposed Premium
Airport General Liability	Aviation Insurance Service/AIG Aviation	\$59,344	\$53,834
Property	Williams-Manny, Inc./St. Paul/Travelers	\$58,337	\$48,805
Crime	Williams-Manny, Inc./St. Paul/Travelers	\$1,398	\$1,398
Equipment Floater	Williams-Manny, Inc./St. Paul/Travelers	\$22,567	\$22,567
Business Auto	Williams-Manny, Inc./St. Paul/Travelers	\$22,737	\$23,822
Equipment Breakdown	Williams-Manny, Inc./St. Paul/Travelers	\$2,662	\$2,167
Public Officials/EPLI	Williams-Manny, Inc./St. Paul/Travelers	\$57,560	\$57,560
Workers Compensation	Williams-Manny, Inc./St. Paul/Travelers	\$95,479	\$157,699
		\$320,084.	\$367,852

The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-77**, approving the State of Illinois Participation Agreement RFD-3733 for Reimbursement for Land Acquisition (Parcel AH-4) in the amount of \$2,104,212. The motion was seconded by Commissioner Provenzano and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-78**, approving the State of Illinois Participation Agreement RFD-3727 for Terminal Improvements (Phase

2); Acquire and Install Jet Boarding Bridge (International Terminal) in the amount of \$1,048,674. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-79**, approving the purchase of 23 Selenium rectifier including installation from Liberty Airport Systems Inc of Burlington, ON in the amount of \$27,891.10. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-80**, approving an agreement by and between the Greater Rockford Airport Authority and St. Francis Group of Wood Dale, IL for the processing and disposal of regulated international waste generated onboard international flights arriving RFD. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-81**, approving the Termination of the Lease for Suite 201 in the Terminal Building at 2 Airport Drive effective October 14, 2007, by and between the Greater Rockford Airport Authority and Crawford, Murphy & Tilly, Inc. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-82**, approving a new month-to-month Building Lease for Industrial Plot #29 at 25 Airport Drive beginning October 15, 2007, by and between the Greater Rockford Airport Authority & Crawford Murphy & Tilly, Inc. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-83**, authorizing the Executive Director of the Greater Rockford Airport Authority to sign the application letter and approve the application for Expansion & Reorganization of FTZ #176 for submission to the Foreign-Trade Zones Board as described in the attachment. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-87**, approving the award of a contract for fill and grading of the Northwest Air Cargo Development for the base bid to Rockford Blacktop Construction Company of Rockford, Illinois in the amount of \$1,505,865.86. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Ordinance #07-03**, providing for the tax levy and assessment of taxes for the fiscal year beginning May 1, 2006 and ending April 30, 2007 of the Greater Rockford Airport Authority, Winnebago County, Illinois. The motion was seconded by Commissioner Allen and unanimously approved.

OTHER BUSINESS: None

EXECUTIVE SESSION: Commissioner Boyer made a motion to enter into Executive Session pursuant to Section 5 ILCS 120/2(d) of the Open Meetings Act to discuss Personnel matters. A roll call vote indicated 5 ayes and 0 nays. Executive session was entered into at 6:45 pm.

The Board reconvened in open session at 7:12 pm. The following motion was made by Commissioner Provenzano which was seconded by Commissioner Boyer: Motion to approve and to pay in accordance with the Employment Agreement between the Executive Director and the Greater Rockford Airport Authority Additional Compensation pursuant to said Agreement to the Executive Director for Fiscal Year 2007 equal to 16.25% of the Executive Director's Current Base Salary. The motion was unanimously approved by the Commissioners, with two Commissioners absent. A Motion was made by Commissioner Boyer to adjourn, which was seconded by Commissioner Provenzano. The Motion was approved by voice vote and the meeting adjourned at 7:14 pm.