

**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, March 22, 2007, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Dunn called the meeting to order at 5:30 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		Matt Zinke – GRAA
Michael Dunn	X		Franz Olson	X		Geoff Oman – GRAA
Gwen Gulley	X		Jan Benoit		X	Chuck Sweeney – RRS
Mary Norman	X		Kathy Bruggeman	X		
Peter Provenzano	X		Zachary Sundquist	X		
Bharat Puri	X		Wayne Langy		X	
Thomas Lester	X					

A motion was made by Commissioner Provenzano, seconded by Commissioner Norman and unanimously approved by voice vote to accept the minutes of the February 22, 2007 Regular Board Meeting as presented.

DIRECTORS REPORTS:

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

- Operations Shift Supervisors Matt Zinke and Dave Lindberg attended Airport Operations training in New Orleans. The training course was taught by FAA Certification Inspectors from the FAA's Southern Region. Both Dave and Matt said the training was extremely helpful.
- Each year at the International Aviation Snow Symposium held in Buffalo, NY a special award for snow and ice removal excellence is made to Part 139 commercial airports based on size and overall winter operational performance. The prestigious award is called the Bert Balchen Award. RFD is vying for the award of which UPS and other tenants have provided written positive testimonials in support of us receiving the award... While we are not "out of the woods" yet relative to the snow season, I truly believe the performance of our crews continue to be on par with the best in the industry, if not the best. Every year RFD tries to send a couple representatives from our Operations & Facilities Department to attend the event and share ideas with their peers. An additional comment was received via e-mail from a CMT employee; he wanted to pass

along that he met Capt. Karen Lee of UPS airlines at the Aviation Forecast Conference. She is director of Flight Operations for UPS and was extremely complimentary of the responsiveness and customer care provided by the Airport in meeting the specific needs of UPS.

- On Tuesday and Wednesday of this week, the Airport had its annual FAA Certification Inspection. The intense inspection scrutinizes all operational surfaces of the airfield, including a timed ARFF run, lighting/signage inspections, as well as close examination of required records for accuracy. Since our airfield pavements are exposed to the very same freeze thaw punishment as local roadways, in addition to the constant pounding of freighter aircraft the FAA recommended continued pavement repairs. The FAA commended Bob and staff on the significant operational improvements made during the transition to 24/7 operations. They noted a direct correlation of this to the expanded Operations & Facilities Department.

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

- We received a \$76,000 grant reimbursement from FEMA for the snow event/emergency which occurred on the weekend of December 1, 2006.
- April 12 will be the Public Hearing for the budget and appropriation ordinance.
- Included in the packet tonight is the monthly financial reports for February.

Geoff Oman, AirFest Coordinator reported on the following:

- Sponsorships at this point are: (7) three-day chalets, 14 one-day chalets, 15 display vendors and of approximately 50 interested vendors, we will chose 20 of those related to the following criteria: local ties, vendor experience, food offering. The major sponsor is UPS again this year.
- Some specifics: working with Kegel's on motorcycle parking (Kegel corral) near the front gate. We are partnering with Rockford Fire on the Safety Fest which includes a blood bank, child fingerprinting and the Ronald McDonald van.
- Working with Hamilton-Sundstrand, Woodward and other local aerospace companies for a "made in Rockford" section that will hopefully feature a 757 highlighting the parts that are made in Rockford.
- Avon will have a booth for something to offer the ladies.
- The Chicago Tribune will be doing a full run on their entire service area.
- Insight Cable will be doing promoting AirFest via TV.
- Received a very good response on the Junior Flyers Reading Club throughout District 205 and other public/private schools for any child who reads at least three hours receives a FREE child ticket.
- Online sales are now up. Tickets are \$6.00 through April 15 – not including fees.

- We were contacted by a couple who's fiancée is in the US Air Force and is interested in getting married at the AirFest. We are arranging for a Saturday morning wedding. We will send out Press Releases, etc. to promote this event.
- Working with local nurseries on beautifying the entrance gates and making them more inviting.
 - Also working with On the Waterfront on items such as flags, turn styles to make the entrances more convenient as well as inviting.
 - Negotiating with a Blue Angel merchandiser for items to sell along with Rockford AirFest items.
 - Pursuing a couple of major sponsors such as a bank and an airline.
 - Road Ranger will be selling tickets at all of their locations again this year, as well as Sullivan Foods in the Chicago suburbs.

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

- A media release went out this week related to AirFest ticket's being available on-line as well as the other locations for a discounted price up to April 15.
- He thanked Franz Olson, Matt Zinke and the entire Operations & Facilities Department for the outstanding job they do on an everyday basis related to snow removal as well as to FAA certification inspections.
- We were visited today by the regional Transportation Security Administration in Chicago, IL. They are very impressed with RFD and the work that is going on here. As mentioned previously, there is a large probability that RFD will receive the newest technology in Explosive Detection Devices for use in our Terminal Building generally reserved for the top 100 airports. This is a direct result of the growing passenger numbers as well as the support that we received for the regional TSA administrator.
- Passenger service for March is up 32% over 2006. Year-to-date is up about 50%. Chairman Dunn and Director O'Brien met with United administration last week about balancing the pricing structure in order to increase last minute tickets sales relative to the business traveler at a competitive rate. Seattle traffic is up 30%; likewise, they have seen a similar increase with Oakland service. The overall product numbers are up about 15% over 2006. We are talking with United on a weekly basis relative to the passenger numbers. The average load factor up through March 31 is 85% with several days left in the month.
- We have increased promotion of RFD Latitudes – the corporate rewards program (formerly Consider Rockford First) which is an awareness campaign focused on the business community. We are having sign-ups on the RFD website along with monthly United Airlines specials where they can travel anywhere in the US for no more than \$350. The specials will vary monthly.

- Will be bringing before the board two separate airline consultant contracts relative to accelerating our airline/destinations.
- Congressman Manzullo has arranged for the Korean ambassador to the US to visit RFD on May 4 beginning at 8:00 am and conclude with a tour of RFD at approximately 9:00 am.
- On Saturday, April 14 and Sunday, April 15, the Airport will host a Breakfast Fly-In to celebrate the Grand Opening of the Airport Café and to promote available general aviation t-hangar space at the Moreland.
- We have had recent conversations with two developers interested in funding a Cargo Spec Building. Over the last 8-9 weeks those conversations have intensified. The Spec Building Committee has met with Staff several times over the last few weeks as well. We are getting closer to making a presentation to the entire Board in that regard.

COMMITTEE REPORTS:

Planning & Finance Committee: Commissioner Allen reported that the FY2008 capital budget, the AirFest and resolutions were discussed at the meeting of March 15, 2007, with a focus on the budget and strategic investments in general and related to international air service. The Committee recommends passage of all reviewed resolutions. The next PFC meeting is scheduled for April 19, 2007.

AirFest Committee: Commissioner Boyer stated that the AirFest budget is on target and there are many things in the works at this time.

Spec Building Committee: Commissioner Provenzano stated that while it is great we have interested parties, the overall strategy needs to be discussed and revised in relation to engaging UPS and other air cargo carriers in this opportunity.

PUBLIC COMMENT: None

OLD BUSINESS: None

NEW BUSINESS:

- Chairman Dunn inquired about the status of the Terminal Building restaurant. Director O'Brien stated that some equipment has been purchased and/or renovated for purposes of providing a joint use area where people can observe the daily activity as well as for the Airport Café to serve food and beverages. We will provide the Board with a complete report on the expenditures to date and plan moving forward.

- Chairman Dunn asked that the Board receive the Executive Summary on a more frequent basis in an effort to keep the Board informed.
- Chairman Dunn appointed Commissioner Norman and Vice-Chairman Gulley to a newly formed Education, Research and Development Committee. Director O'Brien stated that Chairman Dunn and he met with Rock Valley College School of Aviation Technology regarding our collective sense and interest in growing their program. They produce about 20 AMP FAA licensed mechanics per year, which does not keep up the local/regional demand. The other topic of conversation with RVC was their location of their facility as well as the improvement of their equipment. Separately, airport staff met with an aviation university who is interested in developing a program in the Chicagoland area. They recently came to Rockford and met with local leaders about synergies between RVC and other local aeronautical/aviation related entities. There is growing interest on this subject. Director O'Brien will involve the committee members in any upcoming meetings with prospective educational resources relative to aviation careers.
- Director O'Brien gave an overview of a newly formed Springfield lobbyist coalition formerly called the Result's Coalition. The Airport was recently approached by Mayor Morrissey regarding the GRAA's participation this in a new Washington/Springfield coalition (Global Alliance) formed by the Mayor in conjunction with the Rockford Area Economic Development Council. At this time, it is unknown when the frequently discussed Global Alliance Committee will be formalized. If and when it is formed, Director O'Brien stated that he would bring the membership consideration back before the Board.
- Chairman Dunn stated that he was recently made aware of a Bill being advanced and submitted by Representative Chuck Jefferson related to RFD being made a Port Authority. This Bill is also supported by Winnebago County Chairman Scott Christiansen. The Bill basically means that the Airport could be utilized as the main source for the coordination of grant requests, etc. related to passenger Rail Service.

RESOLUTIONS:

Commissioner Norman made a motion to adopt **Resolution #07-19**, to abate the portion of the GRAA taxes levied on 2121-15th Street attributable to construction of improvements and/or renovations. The abatement will be for three years beginning in 2007 (taxes payable in 2008). The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-20**, approving a Commercial Operating Agreement for Kaney Aviation Properties, LLC at the following locations: Aviation Plots #2 (former Skandia hangar) at 5181 Falcon Road and #29 (former Newell hangar) at 801 Airport Drive. The motion was seconded by

Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-21**, approving air show insurance for AirFest 2007 with Aviation Insurance Services of Illinois in the amount of \$14,407. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-22**, awarding bid #07-02 for Portable Toilet Rental and Service for AirFest 2007 to Stateline Service for Roscoe, Illinois, in the amount of \$15,350.00 based on current requirements. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-23**, awarding bid #07-03 for rental of Tents, Tables and Chairs for AirFest 2007 to Berg Industries of Rockford, Illinois, in the amount of \$3,660.00 based on current requirements. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-24**, awarding bid #07-03 for rental of Tents, Tables and Chairs for AirFest 2007 to Phoenix Event Services, d/b/a Chicago Party Rental of McCook, Illinois, in the amount of \$29,795.00 based on current requirements. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-25**, awarding bid #07-03 for rental of Tents, Tables and Chairs for AirFest 2007 to North Park Rental of Machesney Park, Illinois, in the amount of \$1,525.00 based on current requirements. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-26**, awarding bid #07-03 for rental of Tents, Tables and Chairs for AirFest 2007 to Midwest Tent Rental of West Quincy, Missouri, in the amount of \$6,539.80 based on current requirements. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-27**, awarding an annual contact to Lamar Companies of Janesville, WI for a billboard located on I90 next to the Van Galder busing facility for one year beginning May 1, 2007 for \$55,620. The motion was seconded by Commissioner Boyer and unanimously approved.

OTHER BUSINESS:

EXECUTIVE SESSION: None

Commissioner Boyer made a motion to adjourn at 6:35 p.m., which was seconded by Commissioner Provenzano and unanimously approved.

The meeting adjourned at 6:35 p.m.

