



**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, June 28, 2007, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Dunn called the meeting to order at 5:40 p.m.

BOARD/LEGAL	P	A	STAFF	P	A	GUESTS/OTHER STAFF
Eugene Allen	X		Bob O'Brien	X		WTVO
Brian Boyer	X		Amy Ott	X		Thomas Bona – RRS
Michael Dunn	X		Franz Olson	X		Cliff Wilweski – Heritage Aero
Gwen Gulley	X		Jan Benoit		X	
Mary Norman	X		Kathy Bruggeman	X		
Peter Provenzano		X	Zachary Sundquist	X		
Bharat Puri	X					
Thomas Lester		X				
Renee Schroeder (standing in for Tom Lester)	X					

A motion was made by Commissioner Puri, seconded by Commissioner Norman and unanimously approved by voice vote to accept the minutes of the May 14, 2007 Regular Board Meeting as presented.

DIRECTORS REPORTS:

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

- Staff submitted for law enforcement/TSA grant to continue our funding for fiscal year 2007 for Terminal Building services. The current grant expires October 31, 2007.
- Staff is in the process of preparing our closeout paperwork for the Small Community Air Service Grant.
- Our Passenger Facility Charge increase will go into effect on July 1, 2007.
- The Auditor's are scheduled to begin on July 30, 2007.

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

- On June 9th the Airport Authority conducted a full scale Tri-Annual Emergency Preparedness Drill. Every three years, the FAA requires a complete disaster drill involving area emergency responders, hospitals, ARFF, fire, police, FBI, TSA, NTSB, along with a host of other emergency coordination groups. The Airport solicited the “Miles Ahead” membership for volunteers to participate as “victims”, offering them a \$50 travel voucher as compensation for participating. Nearly 80 volunteers responded. The event went extremely smooth and provided a wealth of valuable information to aid in enhancing overall emergency readiness. At least 6 independent observers attended the event and “critiqued” the drill, including 2 from Peoria Airport’s Operations Department. Both the TV and newspaper media provided positive coverage of the event.
- Interesting note but during the practice event an older Airport owned service vehicle had an electrical problem, caught fire and was a total loss. The driver escaped with no injuries.
- On Friday, evening June 22 an Employee Appreciation Picnic was held to thank ALL Airport employees for their hard work and dedication over the last year, including Air Fest and being recognized as *Airport of the Year* by the Division of Aeronautics!
- Design and planning for the FIS jet bridge installation and terminal renovations including expanding the passenger hold area into CMT continues. We expect to advertise for bids next week concerning FIS and the terminal renovations shortly thereafter. The FAA has requested hard numbers for this work to finalize the funding process.
- A pre-design meeting at CMT local offices was held to discuss the design concept for the rehabilitation of Taxiway “B” South, actually Phase III. The project will likely be bid in January with construction planned next construction season, depending on funding capability. Again, this is viewed as an airfield safety improvement which the FAA and the Airport view as high priority.
- Tomorrow the final inspection concerning Phase I of the Taxiway “B” North Project will be held. A “punch list” of minor items noted during the inspection will be corrected by the contractor before final payment.
- Over the last couple days, RFD has been host to over a dozen aircraft diversions inbound to Chicago O’Hare. The diversions were weather related. The aircraft mix included several international 747’s and one 777 (China & London) along with your typical 737 domestic mix. Most aircraft were United Airlines. RFD collects landing fees for diverted aircraft.
- Earlier today, we hosted a Master Plan Update meeting. Attendees included representatives from the FAA Region office in Chicago, CMT and the Division of Aeronautics from Springfield. Prior to the meeting attendees were treated to brief

airport tour that included the terminal building at the height of today's arrivals and departures. Our visitors were quite impressed with RFD's activity.

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

- With everything that is going on. Wanted to recognize the fact that the Tri-annual Emergency Preparedness Drill was incredibly successful. The RFD staff does a great job in reprioritizing. It is critically important that we have these exercises. He commended the airport Operations Department, aircraft rescue/fire fighting, as well as the Rockford Fire Department for their organization and preparation of this exercise.
- In the next 60 days, staff and our engineers (Crawford, Murphy & Tilly, Inc.) will make a presentation to the Board on the current and future status of the Master Plan.
- Apple Vacations will run seasonal non-stop service to Cancun again this year. They are evaluating the possibility of twice weekly service as opposed to once a week as in 2006. The average load factor for 2006 was 96%.

COMMITTEE REPORTS:

Planning & Finance Committee: A meeting was held on June 21, 2007. Commissioner Allen reported that the items reviewed were: AirFest 2007, air service, resolutions. All pending resolutions were recommended for passage. The new escalators in the Terminal Building are now in operation.

PUBLIC COMMENT: None

OLD BUSINESS: Commissioner Boyer commented that he had a meeting with Geoff Oman regarding AirFest 2008 and he feels that we are in a good position to take it to the next level regarding sponsorships. He added that he was impressed with the participation from children (reading program, etc.) and that we should continue to promote the AirFest as a family event.

NEW BUSINESS: None

RESOLUTIONS:

Commissioner Norman made a motion to adopt **Resolution #07-45** approving an Amendment to the Building Lease for an 8-month rolling extension for Aviation Plot #15 at 1651 Grumman Drive with Heritage Aero. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-48** approving utility land easements by and between the Greater Rockford Airport Authority and the Rock River Water Reclamation District concerning Airport owned parcels 15-26-126-

011, 15-23-377-001, 15-23-376-004 and 15-26-176-003. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-49** approving a new Month-to-Month Building Lease effective December 1, 2007 for Aviation Plot #9 at 5015 Falcon Road by and between the Greater Rockford Airport Authority and Alpine Aviation. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-50** amending the existing engineering services contract by and between Crawford, Murphy & Tilly, Inc. and the Greater Rockford Airport Authority, to reflect a “Not-to Exceed” contract amount of \$162,000 concerning A.I.P. Project: 3-17-0088-44 as endorsed by the Illinois Division of Aeronautics (IDOA). The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-51** approving an engineering services agreement by and between the Greater Rockford Airport Authority and Crawford, Murphy & Tilly as it relates to the rehabilitation of taxiways Foxtrot and Bravo – Phase II, AIP Project: 3-17-0089-XX. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07- 52** approving the purchase of two (2) jet bridges, as bid from FMC Technologies of Ogden, Utah for a total cost not to exceed \$703,032. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-53** approving the not-to-exceed amounts for the following media for fiscal year 2008.

Northwest Herald/Kane County Chronicle	\$29,000
Telegraph Herald	\$12,000
Charter Media	\$13,500
Insight Media	\$11,000
WTVO/Fox 39	\$17,900
WREX Channel 13	\$12,000
Comcast Cable	\$74,000
Midwest Family (Radio)	\$10,498

The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-54** approving an extension agreement with United Airlines Inc. for a period of six months ending August 7, 2007. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt amended **Resolution #07-55** authorizing payment of \$50,000 from grant proceeds to Winnebago County for subsequent dispersal to Hamilton Sundstrand for consultant work related to the "Freedom Field" project upon mutual agreement between the two parties. The motion was seconded by Commissioner Boyer and unanimously approved as amended.

OTHER BUSINESS: None

EXECUTIVE SESSION: Chairman Dunn asked for a motion to enter into Executive Session. The motion was made by Commissioner Puri to enter into Executive Session pursuant to Section 5 ILCS 120/2 (c) (5) of the Open Meetings to discuss Real Estate matters. The motion was seconded by Commissioner Boyer and a roll call vote indicated six (6) ayes and no (0) nays. Executive Session was entered into at 6:12 p.m.

A motion was made, seconded and unanimously approved to reconvene into Open Session at 6:44 p.m. There being no further business, a motion was made by Commissioner Puri and seconded by Commissioner Allen to adjourn. The motion unanimously passed and the meeting was adjourned at 6:45 p.m.