

**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, November 19, 2014 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 12:04 p.m.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Paul Cicero	X	Mike Dunn	X	Jim Klinefelter - Protec
K. Edward Copeland	X	Amy Ott	X	Jack Beltz – GRAA
Tom DalSanto	X	Ken Ryan	X	Kyle Elliott – GRAA
Pat Derry		Matt Zinke	X	Coralee Cook – GRAA
Tom Myers	X	Jan Benoit	X	Kimberly Bruce – GRAA
Ray Wetzel	X	Kathy Bruggeman	X	Renee Squires – GRAA
Tom Lester – legal counsel	X	Zach Oakley	X	
		Carol Moyer	X	

A motion was made by Commissioner DalSanto, seconded by Commissioner Copeland, and was unanimously approved to accept the minutes of the October 23, 2014 Regular Board Meeting.

STAFF REPORTS:

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

- Gave an overview of the monthly reports as it relates to the revenue, expenses, cargo activity, growth and trends, AAR coverage, monthly enplanements and air service.
- US Navy Blue Angels will make a visit to RFD on Thursday, November 20, 2014
- AirFest stocking stuffer sale will begin December 1, 2014

Zach Oakley – Operations Manager reported the following with a slide presentation:

- Runway 1/19 – should be completed the first week of December.
- Runway shrinkage & cracking repairs
- British Airways retirement flights
- The first snow removal operation occurred last weekend. The crew was here for about 20 hours and did an excellent job.

Carol Moyer – Manager of Airport Terminal, Facilities & Tenant Relations reported the following:

- Falcon Road – They are working on it daily. Striping will start next Monday. Completion by the end of November.

Ken Ryan – Deputy Director of Business Development and Cargo reported the following:

- Recently attend the American Association of Travel Agency event. There were over 360 suppliers and agents in attendance. Got great feedback and interest in RFD. It was very worthwhile to participate.
- Attended the Sixel conference in Alabama this month. Met with nine airlines executives and a vacation company. Some expressed interest in RFD. Following up on those meetings with additional information and planning.
- Still following up on meeting from Routes Conference and keeping in touch with the airlines. We are very hopeful to develop a new route as a result of those meetings.

Mike Dunn, Executive Director:

- A large group from the region will be making a presentation of the Rockford Award to an international airline executive in Washington DC this week. The presentation will take place in Senator Durbin's office. Chartwell, Inc. will be present and provide national coverage of the presentation.
- Rock Valley College Open House last week was extremely well attended. AAR Corporation executive has expressed that they are very impressed with the presentations and the attendance of the event.

NEW BUSINESS: None

COMMIITTE REPORTS: None

PUBLIC COMMENT: None

OLD BUSINESS: None

OTHER BUSINESS: None

RESOLUTIONS & ORDINANCES:

Commissioner DalSanto motioned to approve **Resolution #14-44** approving the purchase and installation of snow tires for snow removal equipment number 82 and 83 from Goodyear

Commercial Tire and Service Center of Rockford, IL through Illinois State Contract # G0003319 in the amount of \$31,419.04. Commissioner Wetzel seconded the motion.

Commissioner DalSanto motioned to approve **Resolution #14-45** approving the purchase of a 2015 Ford F-150 4WD SuperCrew XL from National Auto Fleet Group of Watsonville, CA through NJPA contract # 102811 in the amount of \$32,462. Commissioner Myers seconded the motion.

Commissioner DalSanto motioned to approve **Resolution #14-46** approving a Lease Extension Agreement with CWTS, Inc. of 5548 Falcon Road for a five-year term beginning on December 1, 2014. Commissioner Wetzel seconded the motion.

Commissioner DalSanto motioned to approve **Resolution #14-47** approving a Foreign Trade Zone Operating Agreement with Packaging Coordinators, Inc. for Site #1a. Commissioner Wetzel seconded the motion.

Commissioner DalSanto motioned to approve **Resolution #14-48** approving the Employee Holiday Schedule for FY 2015 (as presented). Commissioner Wetzel seconded the motion.

Commissioner DalSanto motioned to approve **Resolution #14-49** approving the execution of an agreement with Kaney Aviation Inc. reinstating and extending the purchase and sale agreement which was previously approved by the Board and has expired by its own terms. Commissioner Wetzel seconded the motion.

Commissioner DalSanto motioned to approve **Resolution #14-50** authorizing and approving the execution of certain loan documents with Illinois Bank & Trust Co. and authorizing the borrowing of \$400,000 from Illinois Bank & Trust and the execution of that certain term note in the amount of \$400,000 at a fixed interest rate of 4.99% and the execution and delivery of an assignment of rents agreement with the bank as approved by the Deputy Director and airport Counsel. Commissioner Wetzel seconded the motion.

Commissioner DalSanto motioned to approve **Resolution #14-51** approving the change order with CBI Environmental Infrastructure, Inc. to include all the work necessary, including soil borings, in order to complete the application for reimbursement to the Illinois Environmental Protection Agency under the Leaking Underground Storage Tank program (the LUST Fund) in the amount of \$45,465. Commissioner Wetzel seconded the motion.

NEW BUSINESS: None

EXECUTIVE SESSION: None

There being no further business, Commissioner DaSanto motioned to adjourn. The motion was seconded by Commissioner Wetzel and was unanimously approved. The meeting adjourned at 12:38 pm.