CHICAGO ROCKFORD INTERNATIONAL AIRPORT

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, January 23, 2014 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:33 p.m.

Commissioners & Legal Counsel	Present	RFD Staff	Present	Guests/Other Staff
Paul Cicero	X	Mike Dunn		Brian Leaf - RRS
K. Edward Copeland	X	Amy Ott	X	Jim Klinefelter – ARFF Fire Chief
Tom DalSanto	X	Ken Ryan	X	
Pat Derry	X	Matt Zinke		
Tom Myers	X	Jan Benoit	X	
Ray Wetzel	X	Kathy Bruggeman	X	
Tom Lester – legal counsel	X	Zach Sundquist	X	
		Zach Oakley		
		Carol Moyer	X	
		Dave Lindberg	X	

A motion was made by Commissioner Derry, seconded by Commissioner Wetzel and was unanimously approved to accept the minutes of the December 19, 2013 Regular Board Meeting.

STAFF REPORTS:

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

- Each Commissioner received our fiscal calendar, which includes our required filings and plan for the year. Jan Benoit, Finance Manager puts together this plan. Departmental Managers are in the process of preparing their departmental budget recommendations s to bring before the Board for final review and approval.
- Snow hauling is in process now due to the fact that we are physically running out of space to store the snow.
- Introduced Jim Klinefelter, ARFF Fire Chief. He has been in fire service for 20 years and Chief in Shannon, IL for the last six years. All six ARFF staff are being trained and will begin their operation at RFD beginning in March.

Dave Lindberg – Assistant Operations Manager reported the following with a slide presentation:

- FedEx truck fire in UPS parking lot

- Snow Removal Operations at RFD
- UPS peak season
- Snow hauling to clear large piles from ramp
- Snow hauling for Ice Sculpting Contest
- Diversions from 1/2/14

Zach Sundquist – Air Service Development Manager reported the following:

- Passenger service update for 2013
- Apple Vacation seasonal sales to:
    - Cancun (85% load factor)
    - Punta Cana
    - Puerto Vallarta
- 2013 year-end passenger counts. All time biggest year!
- Diversion statistics: 41 diversions for 2013 totaling 4,737 delay minutes.

NEW BUSINESS: None

COMMIITTE REPORTS: None

PUBLIC COMMENT: None

OLD BUSINESS: None

OTHER BUSINESS: None

RESOLUTIONS:

Commissioner Derry motioned to approve **Ordinance #14-01** authorizing a Mutual Aid Box Agreement. Commissioner DalSanto seconded the motion and a roll call vote indicated six ayes and no nays. The motion was approved.

Commissioner Derry motioned to approve **Resolution #14-02** approving ITB #13-13 for Fire Protection for 36 Airport Drive to Absolute Fire Protection of Rockford, IL in the amount of $17,800. Commissioner Myers seconded the motion.

Commissioner Derry motioned to approve **Resolution #14-03** approving a contract for the addition of a fiber optic cable run for 36 Airport Drive with ProCom Systems of Rockford, IL in the about of $19,890. Commissioner Myers seconded the motion.

Commissioner Derry motioned to approve **Resolution #14-04** approving a net ground lease with HGRP Properties LLC of Freeport, IL, for approximately five (5) acres at 5660 Falcon Road for a 20-year term beginning January 24, 2014. Commissioner Myers seconded the motion.

Commissioner Derry motioned to approve **Resolution #14-05** approving a contract for EASE and FIDS system software, installation, training and warranty with Air Transport IT Services, Inc. of Orlando, FL in the amount of $55,600 for software and professional services and $6,366 for an extended three-year warranty. Commissioner Myers seconded the motion.

Commissioner Derry motioned to approve **Resolution #14-06** approving an agreement for an Asset Management Implementation Plan with Woolpert of Dayton, OH in the amount of $49,406. Commissioner Myers seconded the motion.

Commissioner Derry motioned to approve **Resolution #14-07** approving an agreement for an International Air Service Development Consultant with Brand Aviation of the United Kingdom in an amount not to exceed $15,000 for fees and expenses. Commissioner Myers seconded the motion.

Commissioner Derry motioned to approve **Resolution #14-08** approving Foreign Trade Zone #176 Usage Drive Site Operating Agreement with Chicago Importing Company of Huntley, IL. Commissioner Myers seconded the motion.

Commissioner Derry motioned to approve **Resolution #14-09** approving ITB#13-14 for a Terminal Chiller System Trane RTAE-1 to Mechanical Inc. of Rockford, IL in the amount of $159,703. Commissioner Myers seconded the motion.

NEW BUSINESS: None

EXECUTIVE SESSION: Commissioner Derry motioned to enter into Executive Session at 5:56 pm ***Pursuant to 5 ILCS120/2 (c) (5)*** of the Open Meetings Act to discuss the purchase or lease of real property for use of the public body. Commissioner DalSanto seconded the motion.

There being no further business, Commissioner Derry motioned to adjourn. The motion was seconded by Commissioner Myers and was unanimously approved. The meeting adjourned at 6:30 pm.