

**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 24, 2013, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Puri called the meeting to order at 5:34 p.m.

Commissioners & Legal Counsel	Present	RFD Staff	Present	Guests/Other Staff
Paul Cicero	X	Mike Dunn	X	Brian Leaf – RRS
K. Edward Copeland	X	Amy Ott	X	Ken Eitenmiller – RFD Fire
Darrin Golden		Ken Ryan	X	Brian Welker – CMT
Tom Myers	X	Matt Zinke		Jeff Fleming – Mead & Hunt
Bharat Puri	X	Jan Benoit	X	Erin O’Keefe
Phil Rubin	X	Kathy Bruggeman	X	Andrew Macklin – Mead & Hunt
Ray Wetzel	X	Zach Sundquist	X	David Mason – Mead & Hunt
Tom Lester	X	Zach Oakley	X	Peter Loeschke – Mead & Hunt
		Geoff Oman	X	Jessica Tyler – Mead & Hunt
		Carol Moyer	X	Adam Viel - RFD

A motion was made by Commissioner Rubin, seconded by Commissioner Cicero and was unanimously approved to accept the minutes of the November 21, 2012 Regular Board Meeting.

DIRECTORS REPORTS:

Mike Dunn, Director reported the following:

- Presented a thank you letter to Zach Oakley from the Rockford Fire Department for assisting them with prompt action in securing the RFD bus and driver. A second letter to Adam Viel for his assistance in driving the bus in order to relieve their personnel during an emergency fire call. Director Dunn presented the individual letters and stated that this is what governmental cooperation is all about. He thanked them both for their hard work and dedication.

Zach Sundquist, Manager of Air Service Development reported the following:

- Air Service Update
 - 2012 final passenger numbers: 210,406 (89.1% overall load factor)

- Top Airlines and destinations: Phoenix, Las Vegas, Orlando, Tampa Bay, Denver, Cancun, Punta Gorda, Punta Cana, Ft. Myers
- Diversions = 61
- March 2012 = busiest month in airport history (32,473 passengers)
- Passenger demographics & marketing zones: Rockford, Chicago/suburbs, Wisconsin, Iowa, Illinois, Other
- Airport Fees collected = \$19,923
- 2013 Thoughts: Allegiant now operating 166 seats on all RFD flights (10% increase in Allegiant capacity). Frontier operating larger plane (A319) with 136 seats.

Geoff Oman, Manager of Marketing, Media & AirFest reported the following:

- Showed our current TV commercial for air service focusing on both Chicago and Madison. It focuses on our website and is an easily adjustable format. We highlight our destinations and terminal amenities (free Wi-Fi, parking, express lane service).
- A commercial cut from Gary Meier with WGN. In this case, the TV commercial is utilized for radio as well. It has been running for about 30 days or so at peak times of the day.

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

- No report

Zack Oakley, Operations Manager reported the following with a picture slide show:

- New Terminal Building bar area – The Sand Bar
- Snow Removal has begun.

NEW BUSINESS: Terminal Building Renovations/Expansion: Jeff Fleming w/Jeff Fleming & Associates gave a brief overview of the project. He stated that they have worked with GRAA and CMT staff since June 2012 on this study. Dave Mason, Mead & Hunt presented information regarding Mead & Hunt's credentials emphasizing that their specialty is airports. Jessica Tyler then presented the process, their study findings, timelines, cost scenarios, and recommendations for Board consideration. Director Dunn stated that a lot of work has been done in regards to the funding process (FAA) and Brian Welker, CMT has been instrument in leading that charge. We will be presenting the FAA with our recommendations in the coming weeks. The next step would be Board approval to proceed with the next steps. The Board approved moving forward.

COMMIITTE REPORTS: None

PUBLIC COMMENT: None

OLD BUSINESS: None

OTHER BUSINESS: None

RESOLUTIONS:

Commissioner Wetzel motioned to approve **Resolution #13-01** approving the Board of Commissioners 2013 meeting schedule as presented. The motion was seconded by Commissioner Cicero and was unanimously approved.

Commissioner Wetzel motioned to approve **Resolution #13-02** approving the Amendment to the Lease Agreement with Sjostrom and Sons lease Industrial Plot #RM-2 for three (3) additional two (2) year renewal options beginning February 2015. The motion was seconded by Commissioner Myers and was unanimously approved.

Commissioner Wetzel motioned to approve **Resolution #13-03** for the purchase of a 2013 Ford F-650 from National Auto Fleet Group from Watsonville, CA through NJPA bid number 102811 in the amount of \$68,595. The motion was seconded by Commissioner Rubin and was unanimously approved.

Commissioner Wetzel motioned to approve **Resolution #13-04** approving the declaration of surplus property and subsequent disposal of passenger seating #130115 and an International Dump Truck #28/ #130117. The motion was seconded by Commissioner Cicero and was unanimously approved.

Commissioner Wetzel motioned to approve **Resolution #13-05** awarding ITB #12-17 the Agricultural lease for farmland for the term of five (5) years to Carlson Farms of Cherry Valley at the rate of \$125 per acre for row crop, and \$100 per acre for hay crop, beginning January 1, 2013. The motion was seconded by Commissioner Rubin and was unanimously approved.

Commissioner Wetzel motioned to approve **Resolution #13-06** approving the contract with Blue Cross Blue Shield of Illinois for the period of January 1, 2013 to December 31, 2013 at the following monthly rates:

\$568.56 for single

\$1,167.97 for employee plus spouse

\$1,049.40 for employee plus children

\$1,648.83 for family coverage

The motion was seconded by Commissioner Cicero and was unanimously approved.

Commissioner Wetzel motioned to approve **Resolution #13-07** approving a contract with Blue Cross Blue Shield of Illinois for an optional Health Savings Account Health Plan for the period of January 1, 2013 to December 31, 2013 at the following monthly rates:

\$558.41 for single

\$1,147.50 for employee plus spouse

\$1,031.00 for employee plus children

\$1,619.91 for family coverage.

This option will include a contribution to a health savings account on behalf of the Authority in the following amounts annually to be paid-out semiannually.

Employee	\$700
Employee/Spouse	\$1150
Employee/Children	\$950
Family	\$1380

The motion was seconded by Commissioner Cicero and was unanimously approved.

NEW BUSINESS: None

EXECUTIVE SESSION: None

There being no further business, Commissioner Wetzel motioned to adjourn. The motion was seconded by Commissioner Rubin and was unanimously approved. The meeting adjourned at 6:53 pm.