

**REGULAR 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 28, 2016 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:55 p.m.

<b>Commissioners &amp; Legal Counsel</b>	<b>Present</b>	<b>GRAA Staff</b>	<b>Present</b>	<b>Guests/Other Staff</b>
Paul Cicero	X	Mike Dunn	X	Chris Millard – Protec
K. Edward Copeland	X	Shelly Cassaro	X	Eve Kirk - Citizen
Tom Dal Santo		Ken Ryan	X	
Pat Derry		Matt Zinke		
Jeff Lee	X	Kathy Bruggeman	X	
Tom Myers	X	Zach Oakley	X	
Ray Wetzel	X	Jan Benoit		
Tom Lester – legal counsel	X	Jeff Polsean	X	

A motion was made by Commissioner Myers seconded by Commissioner Copeland and was unanimously approved to accept the minutes of the December 17, 2015 regular Board Meeting.

**STAFF REPORTS:**

**Mike Dunn – Director reported the following:**

- Talked briefly about the bid processes that the airport follows. All recent bids have been aggressive and competitive.
- Made a recommendation to the Board to cancel the Rockford AirFest 2016. This recommendation was made because of the non-existence of a major military jet team.
- Tough Mudder obstacle course will be held at RFD in May.

**Shelly Cassaro – Chief Financial Officer reported the following:**

- Gave an overview of the MRO and Terminal Building resolutions on the agenda.
- Working on the 2017 budget. Will be meeting with each individual department personnel over the next few weeks.

**Ken Ryan – Director of Business Development reported the following:**

- Attending the annual Routes conference in San Juan next week. We will be meeting with 12 airlines (domestic/international) about locating their route(s) at RFD. These airlines have asked to meet with RFD, which we believe is a very strong sign. We are in the process of preparing individual presentations for each of the air service providers. I will report to the board the progress made at those meetings next month.

**Jeff Polsean – Economic Development Manger** reported the following:

- Recently attended the NBAA scheduler conference in partnership with Emery Air.
- Gave an MRO project update. Currently finishing up the covers on the south bay. The project is on schedule.
- Terminal Building committee met today. All contracts are finished. There will be a presentation next month.

**Zach Oakley – Operations Manager** reported the following:

- We had a recent FAA/Weather service safety risk panel at the airport. This was a lengthy discussion regarding to the proposed changes. We have agreed to hold a follow up panel after submitting our questions to the central office. This meeting will include UPS personnel.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:** Eve Kirk of Rockford, IL talked about a delayed Allegiant flight experience she had at RFD in December. She told the Board the problems in how the flight delay was handled by Allegiant personnel and offered suggestions for future delays. Chairman Cicero and the Board of Commissioners thanked Ms. Kirk for bringing the situation to their attention and that they will take her concerns and suggestions into consideration.

**RESOLUTIONS & ORDINANCES:**

Commissioner Wetzel motioned to approve **Resolution #16-01**, awarding a bid contract #15-06-13 for HVAC Supply and Install for the new maintenance, repair, and overhaul (MRO) to Mechanical Incorporated of Freeport, IL for \$906,300.00. Commissioner Copeland seconded the motion and the motion pass unanimously.

Commissioner Wetzel motioned to approve **Resolution #16-02** awarding bid contract #15-06-07 for Flooring Supply and Install for the new maintenance, repair, and overhaul (MRO) to Commercial Carpet Company of Rockford, IL for \$60,180.00. Commissioner Copeland seconded the motion and the motion pass unanimously.

Commissioner Wetzel motioned to approve **Resolution #16-03** awarding bid contract #15-06-09 for Painting Supply and Install for the new maintenance, repair, and overhaul (MRO) to Midwest Decorating of Hampshire, IL for \$248,800.00. Commissioner Copeland seconded the motion and the motion pass unanimously.

Commissioner Wetzel motioned to approve **Resolution #16-04** awarding bid contract #15-06-05 for Aluminum Entrances, Storefronts, Glass & Glazing Supply, and Install for the new maintenance, repair, and overhaul (MRO) to Cardinal Glass Company of Rockford, IL for \$86,700.00. Commissioner Copeland seconded the motion and the motion pass unanimously.

Commissioner Wetzel motioned to approve **Resolution #16-05** awarding change order to contract #15-04-05 for Disconnects Outside of Service Bays Supply and Install for the new maintenance, repair, and overhaul (MRO) to Ballard Electric of Rockford, IL for an additional \$27,200.00. Commissioner Copeland seconded the motion and the motion pass unanimously.

Commissioner Wetzel motioned to approve **Resolution #16-06** awarding bid contract #15-06-06 for General Trades Supply and Install for the new maintenance, repair, and overhaul (MRO) to Larson & Larson Builders of Loves Park, IL for \$558,000.00. Commissioner Copeland seconded the motion and the motion pass unanimously.

Commissioner Wetzel motioned to approve **Resolution #16-07** approving the Rental Car Concession Lease Agreement with Hertz, Dollar, and Thrifty Car Rental for a five-year lease term effective January 1, 2016. Commissioner Copeland seconded the motion and the motion pass unanimously.

Commissioner Wetzel motioned to approve **Resolution #16-08** amending the Agreement with CMT for professional services for runway 1/19 rehabilitation – phase 2 totaling \$12,020.00. Commissioner Copeland seconded the motion and the motion pass unanimously.

Commissioner Wetzel motioned to approve **Resolution #16-09** approving an Easement Agreement with Rock River Water Reclamation District of Rockford for new sewer work related to the Maintenance and Repair Operation project. Commissioner Copeland seconded the motion and the motion pass unanimously.

Commissioner Wetzel motioned to approve **Resolution #16-10** awarding bid contract #15-05-01, for Building Site Utilities Supply and Install for mid-field construction to Northern Illinois Service Company of Rockford, IL for \$4,185,960.78, subject to EDA approval. Commissioner Copeland seconded the motion and the motion pass unanimously.

There being no further business, Commissioner Wetzel motioned to adjourn. The motion was seconded by Commissioner Copeland and was unanimously approved. The meeting adjourned at 6:25 pm.