

**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, July 23, 2015 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:02 p.m.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Paul Cicero	X	Mike Dunn	X	Nancee Long – Chartwell
K. Edward Copeland	X	Shelly Cassaro	X	Chris Millard - Protec
Tom Dal Santo	X	Ken Ryan	X	
Pat Derry		Matt Zinke	X	
Jeff Lee		Kathy Bruggeman	X	
Tom Myers	X	Zach Oakley		
Ray Wetzel	X	Carol Moyer	X	
Tom Lester – legal counsel	X	Jeff Polsean	X	

A motion was made by Commissioner Dal Santo seconded by Commissioner Wetzel and was unanimously approved to accept the minutes of the July 16, 2015 regular Board Meeting.

A motion was made by Commissioner Dal Santo seconded by Commissioner Myers and was unanimously approved to accept the minutes of the June 25, 2015 regular Board Meeting.

**STAFF REPORTS:**

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

- We are wrapping up the financial reports for 2015.
- We will present the audit results and financial reports next month.
- A lot of time is being spent on funding for the MRO project.

**Dave Lindberg – Operations Supervisor** presented a slideshow on the following:

- Prisoner transfer flights (averaging 1-2 flights per week)
- Diversions – seven recent with four international flights bound for ORD but diverted due to storms.
- Fourth of July parade – five pieces of equipment. Operations and Maintenance personnel volunteered their time to drive the equipment and participate.
- AAR site work. Part of Cessna Drive has been rerouted.

- Bonanza fly-in – 120 planes were here and left in two plane formations.
- Runway 1/19 punch list has been finalized.
- The EPA storm water pollution prevention plan has been submitted.
- The Winnebago County Fire Association dinner meeting was held at RFD. Nine agencies were represented with the best turnout of the year.

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

- We’re focusing our resources on the MRO facility at this time.
- The terminal expansion project is on hold for now.

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

- Airport Drive round-a-bout is coming along. The new open date is July 30<sup>th</sup>.

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

- The AAR facility construction is on schedule. Soil compaction is underway and should be complete within the next few days.

**Matt Zinke – Manager of Maintenance** reported the following:

- OSF, 40 Airport Drive is nearing completion.
- Ongoing pavement markings and repairs.
- The new work order system is going very well. We currently have over 500 work orders.

**Chief Chris Millard, ARFF reported the following:**

- Things are going good.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:** None

**RESOLUTIONS & ORDINANCES:**

Commissioner Dal Santo motioned to approve **Resolution #15-41**, approving a \$39,000 increase to the CMT, Inc. construction phase contract for MRO engineering services to add geotechnical testing for dynamic compaction/mass excavation. Commissioner Wetzel seconded the motion and the motion passed unanimously.

Commissioner Dal Santo motioned to approve **Resolution #15-42**, approving a \$46,300 increase to the CMT, Inc. design phase contract for additional services related to the MRO project. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Dal Santo motioned to approve **Resolution #15-43**, approving a Change Order to the Mass Earth Excavation Agreement dated July 2, 2015 by and between the Greater Rockford Airport Authority and Northern Illinois Service Co. to reflect the additional drop height (from 20 ft. to 45 ft.) and associated costs (from \$0.59 to \$0.65/drop-SF) to obtain the desired compaction of soil for the MRO facility, resulting in a net additional contract price of \$82,950.06 from the original contract price. Commissioner Wetzel seconded the motion and the motion passed unanimously.

Commissioner Dal Santo motioned to approve **Resolution #15-44**, approving an Air Service Agreement with Apple Vacations of Elk Grove Village, IL for flights to Punta Cana, Puerto Vallarta, and Cancun during the season beginning December 2015 and ending April 2016. Commissioner Wetzel seconded the motion and the motion passed unanimously.

Commissioner Dal Santo motioned to approve **Resolution #15-45**, awarding a contract in the amount of \$27,047 to Fischer Excavating of Freeport, Illinois to construct a sanitary sewer and associated improvements to the RVC site as part of the lease agreement. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Dal Santo motioned to approve **Resolution #15-46**, approving an amendment to the contract with Rubb, Inc. for an increase of \$36,353.40 to provide and install four overhead frames. Commissioner Wetzel seconded the motion and the motion passed unanimously.

Commissioner Dal Santo motioned to enter into executive session Pursuant to **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 Wetzel seconded the motion and executive session was entered.

There being no further business, Commissioner Dal Santo motioned to adjourn. The motion was seconded by Commissioner Copeland and was unanimously approved. The meeting adjourned at 5:45 pm.