

**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, August 24, 2017 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Vice Chairman Myers called the meeting to order at 5:00 p.m. Mr. Myers asked for a moment of silence to think about Paul Cicero and family with the recent passing of Matthew Cicero.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	Chief Millard - ARFF Representative
Paul Cicero		Shelly Cassaro		
K. Edward Copeland	X	Ken Ryan		
John Elliott	X	Kathy Bruggeman	X	
Tom Dal Santo	X	Zach Oakley	X	
Pat Derry		Jeff Polsean	X	
Tom Myers	X	Matt Zinke	X	
Tom Lester – legal counsel	X			

A motion was made by Commissioner Dal Santo seconded by Commissioner Agnew and was unanimously approved to accept the minutes of the July 27, 2017 Regular Board Meeting.

A motion was made by Commissioner Dal Santo seconded by Commissioner Copeland and was unanimously approved to accept the minutes of the August 17, 2017 Planning & Finance Committee Meeting.

STAFF REPORTS:

Mike Dunn, Executive Director reported the following:

- The ramp projects are moving along nicely. At this pace, the ramp should be open and ready for business by November 1, 2017. This deadline is aggressive in order to accommodate the recently announced significant increase in cargo at UPS and the new tenant operations in the International Cargo Building.
- The groundbreaking event for Phase I was very successful and well attended.

Zack Oakley, Operations Manager reported the following:

- There is a pre-construction with the state and contractors on the contractor this week. A notice to proceed will be issued as soon as possible.
- Construction repair on taxiways is also scheduled to begin in the next two weeks. The lighting system will also be replaced as part of the project.
- The trench drain project on the UPS ramp is nearly 22 years old. CMT is putting together a targeted repair plan in order to complete this construction while still meeting their needs and provide them a safe ramp for their operations. This project is scheduled for 2018.

Jeff Polsean – Economic Development Manager reported the following:

- Terminal Building – Phase 1 is complete. He thanked the Maintenance Staff for their assistance in making the transition for the airlines and TSA seamless. When moving an entire IT program it usually comes with challenges. We're happy to announce the first two flights went off without a hitch. Everyone is very pleased with this transition. The demolition has already begun for Phase 2. We look forward to working together on the next two phases as well over the upcoming 1.5 years.
- Tough Mudder is this weekend. They are projecting between 13,000 and 15,000 people.

Commissioner Dal Santo inquired as to the status of the Air Traffic Control Tower and the possibility of a newly constructed tower. The airport will wait to see what develops in the coming years.

Matt Zinke – Maintenance Manager reported the following:

- There were no issues or phone calls received at their department in relation to Phase 1 of the Terminal Building. That speaks volumes as to the teamwork and success of the project.

Chief Millard – Protec Fire reported the following:

- Thank you to the Airport Authority and Emery Air for letting them use the CRJ for training purposes.

OLD BUSINESS: None

NEW BUSINESS: Commissioner Agnew moved to approve the 2017-2018 Slate of Officers as presented. The motion was seconded by Commissioner Dal Santo and was unanimously approved.

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Elliott motioned to approve **Resolution #17-23** to award a contract to construct the Northwest Cargo Apron Expansion to William Charles Construction of Loves Park, IL in the amount of \$4,481,580.32. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution 17-24** to award a construction and special services engineering agreement for the Northwest Cargo Apron Expansion to CMT of Aurora, IL in the amount of \$339,600. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-25** approving an Amendment to Construction Manager at Risk contract with Scandroli Construction of Rockford, IL for the Terminal Project to set the Guaranteed Maximum Price for Phase III at \$7,344,341.21 per the final plans and specifications for Phase III. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-26** approving a professional services agreement with CMT for Phase 3 Terminal Building Expansion in the amount not-to-exceed \$50,000. Commissioner Agnew seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-27** approving a Lease Agreement with LGSTX Services, Inc. for the International Cargo Building. Commissioner Agnew seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-28** approving an amendment to the contract with Jeffrey Flemming, Architect, for design services for Phase 3 of the Terminal Construction and Expansion Project increasing the contract by \$37,545.12. The amended contract amount totals \$215,790.20. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-29** approving a contract with Jeffrey Flemming, Architect, for construction phase services for Phase 3 of the Terminal Construction and Expansion project in the not-to- exceed amount of \$145,000. Commissioner Agnew seconded the motion and the motion passed unanimously.

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 5:37 pm.