



**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, March 27, 2008, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Vice-Chairwoman Gulley called the meeting to order at 5:33 p.m.

<b>BOARD/LEGAL</b>	<b>P</b>	<b>A</b>	<b>STAFF</b>	<b>P</b>	<b>A</b>	<b>GUESTS/OTHER STAFF</b>
Eugene Allen	X		Bob O'Brien	X		Bob & Carolyn Moreland
Brian Boyer	X		Amy Ott	X		Cliff Wielewski
Michael Dunn		X	Franz Olson	X		
Gwen Gulley	X		Jan Benoit	X		
Mary Norman	X		Kathy Bruggeman	X		
Peter Provenzano	X		Zachary Sundquist	X		
Bharat Puri	X					
Thomas Lester	X					

A motion was made by Commissioner Boyer, seconded by Commissioner Puri and unanimously approved by voice vote to accept the minutes of the February 28, 2008 Regular Board Meeting as presented.

**DIRECTORS REPORTS:**

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

- President George W. Bush has officially declared February 5 & 6 for Winnebago County as an official disaster area. The GRAA should receive 75% reimbursement of \$150,000 for expenses incurred related to that snow event.
- The fiscal year 08/09 budget will be presented for approval at the April 27 Board Meeting. The Public Hearing will be held at 5:25 pm before that Board Meeting.
- The Board should have received the February financial statements via e-mail.

**Franz Olson, Deputy Director of Operations & Facilities** reported on the following:

- There were ten(10) Aircraft Rescue Fire Fighting (ARFF) runs in the last 30 days. All airplanes landed without incident.
- One general aviation aircraft landed last weekend and blew a tire. The plane exited the runway and Emery Air dollyed the aircraft, escorted by Airport Operations, to their repair facility.
- The Federal Aviation Administration annual airfield certification inspection is being held on March 31 and April 1.
- We have relocated the Café Kiosk to the center of the second floor Terminal Building. We believe this location will serve our customers well and efficiently.
- There will be a Local Runway Safety Action Team (RSAT) meeting in April to discuss action items pending/completed since the previous RSAT meeting.

**Bob O'Brien, Executive Director** reported on the following:

- Southern Skyway's replacement service for Denver is in place as well Detroit. Tickets are available for sale online. The first flight is scheduled for June 6, 2008.
- February was an all-time record month for passenger activity (enplanements). March, from every indication, will break February's record. This is quite the feat given the current unstable times of the aviation industry.

#### **COMMITTEE REPORTS:**

**Planning & Finance Committee:** Deputy Director Ott reported that a meeting was held on Thursday, March 20, 2008. The agenda items reviewed were the February financials and marketing expenditures. All resolutions were recommended for passage at the next Board Meeting.

**PUBLIC COMMENT:** None

**OLD BUSINESS:** AirFest 2008 – Commissioner Boyer reported that plans are going well and the 60-day mark is fast approaching. We have rented more corporate chalets than last year at this time. The Budweiser Clydesdales will be performing this year. The Junior Flyer's program with the local schools has received a great response. This program rewards each child, who completes the required reading, with one free child's admission ticket. He gave the Commissioners the AirFest/MilesAhead business cards to help promote both the event and the program.

**NEW BUSINESS:** None

## RESOLUTIONS:

Commissioner Norman made a motion to adopt **Resolution #08-12**, approving the following amounts for the media for the remainder of fiscal year 2008. The motion was seconded by Commissioner Puri and unanimously approved.

Northwest Herald/Kane County Chronicle	\$4,000
Wisconsin State Journal	\$12,000
Rockford Register Star	\$12,000
Charter Media (Wisconsin)	\$3,000
WTVO/Fox 39	\$6,000
WREX Channel 13	\$1,500
Comcast Spotlight (Rockford)	\$5,000

Commissioner Norman made a motion to adopt **Resolution #08-13** approving an increase in the contract with Ginestra Watson Company of Rockford, IL in an amount of \$15,000. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #08-14** approving a resolution with Illinois Municipal Retirement Fund (IMRF) to include taxable allowances as IMRF earnings. The motion was seconded by Commissioner Puri and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #08-15** authorizing the Executive Director to sign a Letter of Intent to the Illinois Department of Transportation to fund all costs associated with the Northwest Cargo Apron expansion. The motion was seconded by Commissioner Provenzano and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #08-16** terminating a rolling 8-month Building Lease on Aviation Plot #15 at 1651 Grumman Drive by and between the Greater Rockford Airport Authority and Heritage Aero, Inc, effective Mar 31, 2008. The motion was seconded by Commissioner Puri and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #08-17** approving a new 10-year Building Lease on Aviation Plot #15 at 1651 Grumman Drive by and between the Greater Rockford Airport Authority and Heritage Aero, Inc. effective April 1, 2008. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #08-18** approving a Net Ground Lease on the entirety of Parcel 1 Bldg D (Aviation Plot #43D at 4301 Falcon Rd.) by and between the Greater Rockford Airport Authority and Moreland

Enterprises, Inc. This resolution is subject to a construction start date no later than June 1, 2008 with a substantial completion or occupancy date no later than November 1, 2008; the resolution is also subject to final negotiations, FAA approval and legal review and approval. The motion was seconded by Commissioner Provenzano and unanimously approved.

**OTHER BUSINESS:** None

**EXECUTIVE SESSION:** Commissioner Norman made a motion to enter into Executive Session Pursuant to Section 5 ILCS 120/2(c)(5) to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. The motion was seconded by Commissioner Provenzano and a roll call vote indicated six (6) ayes and zero (0) nays. Executive session was entered.

There being no further business, Commissioner Gulley made a motion to adjourn, which was seconded by Commissioner Puri and unanimously approved. The meeting adjourned at 6:11 pm.