



**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, 2009, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Dunn called the meeting to order at 5:35 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		Dave Lindberg – RFD
Brian Boyer	X		Amy Ott	X		Kevin Siegel – RFD
Michael Dunn	X		Franz Olson	X		Tom Green
Mary Norman	X		Ken Ryan		X	Jody Bielke
Peter Provenzano	X		Jan Benoit	X		
Bharat Puri	X		Kathy Bruggeman	X		
Thomas Lester	X		Zachary Sundquist	X		

A motion was made by Commissioner Norman, seconded by Commissioner Boyer and unanimously approved by voice vote to accept the minutes of the April 23, 2009 Regular Board Meeting as presented. A motion was made by Commissioner Norman, seconded by Commissioner Boyer and unanimously approved by voice vote to accept the minutes of the May 28, 2009 Regular Board Meeting. A motion was made by Commissioner Provenzano, seconded by Commissioner Allen and unanimously approved by voice vote to accept the minutes of the April 23 Public Hearing.

**DIRECTORS REPORTS: Franz Olson, Deputy Director of Operations and Facilities,** reported on the following:

Slide Presentation included:

- The Big Event baggage carousel inbound and valet service. The passengers arrived at the International Terminal Building.
- AirFest 2009 preparation is well underway as well as routine airfield maintenance including airfield pavement striping and pavement repairs.
- Taxiway Bravo Phase I rehabilitation begin this week. Phase I was funded via a \$4 million dollar stimulus grant. Phase II of taxiway Bravo should be awarded before the end of the month. Phase II will be funded via AIP grant from the FAA totaling about \$4 million dollars. So far the GRAA has received about \$9 million dollars in project funding.
- Excavation for the Federal Inspection Service began today. The pre-engineered steel building is scheduled to arrive on or about August 4. Cord Construction is the general contractor.
- July 5, GRAA Operations personnel completed training and became fully certified by the USDA and CBP to handle and store international regulated garbage generated onboard international flights arriving RFD.

- Last Sunday, RFD Aircraft Rescue Fire Fighting (ARFF) had an Alert 2 (imminent aircraft emergency). A Hawker business jet in route to Chicago declared an emergency and diverted here due to a hydraulic failure. ARFF responded as well as Rockford Fire Department's Quint 7, two engine companies and two ambulances staged at Kaney Aerospace. The aircraft landed safely without incident. Reportedly the crew considered other diversionary airports but chose RFD due to long runways and excellent ARFF crew.
- Over the last month, four Operations personnel participated in the FAA required recurrent Wildlife Training in Peoria, IL and Minneapolis, MN.
- Emergency structural and surface repairs to the UPS apron.
- Live burn for Aircraft Rescue Fire Fighting training simulator at RFD. Training was held in August at the Tandem Apron for the Rockford Fire Department. There are approximately 67 fire fighters trained at this time.

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

- The paperwork for the Small Community Business Development Grant has been submitted to legal for review.
- All permits and licensing for the AirFest have been approved.

**COMMITTEE REPORTS:** Commissioner Allen reported on the topics for the July 16 Planning & Finance Committee meeting. The Financial report was given by Amy Ott. Geoff Oman reported on AirFest 2009 ticket sales, sponsorships, and other. A discussion was held regarding the relationship with the Convention and Visitors Bureau which will begin reporting to the committee on a quarterly basis. A discussion was held regarding how to deal with brokers/dealers and public entities. The Personnel Policy has been updated and given to Commissioner for review and suggestions. All resolutions and ordinances were recommended for passage.

**NEW BUSINESS:** A new joint committee has been formed for the Education, Research and Development Facility. Commissioner Boyer has been appointed to this committee.

Commissioner Boyer reported that program ad sales have been finalized. Corporate chalets are still available for both days as well as Captain's Club. Please direct people for more information on AirFest to our website.

Commissioner Boyer made a motion, seconded by Commissioner Norman to adjust the agenda order to discuss under New Business – Slate of Officers. Commissioner Puri and Commissioner Norman were the appointing members for the new Slate of Officers. Commissioner Puri made a motion to approve the following Slate of Officers for 2009/2010:

**CHAIRMAN – Mike Dunn**

**VICE-CHAIRMAN – Bharat Puri**

**SECRETARY – Peter Provenzano**

**ASSISTANT SECRETARY – Mary Norman**

**TREASURER – Brian Boyer**

**ASSISTANT TREASURER – Eugene Allen**

**COMMISSIONER – TBD**

The motion was seconded by Commissioner Allen and unanimously approved.

**PUBLIC COMMENT:** None

**OLD BUSINESS:**

- Commissioner Allen made a motion to adopt **Resolution #09-37** approving the print contracts for marketing and advertising for fiscal year 2010 with Chicago Tribune for \$18,000. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-38** approving a Tax Abatement to Guerilla Graffiti, 1902 Broadway, Rockford, IL attributable to construction and improvements and/or renovations of existing improvements begun after November, 2005. The first year of the abatement should be 2009 (tax payable in 2010) and the abatement shall continue for the next three (30 successive levies. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Ordinance #09-04** for the annual ordinance regarding Prevailing Rate of Wages as required by the State of Illinois. The motion was seconded by Commissioner Puri and a roll call vote indicated six nays and zero nays therefore the motion was passed.
- Commissioner Norman made a motion to adopt **Resolution #09-39** approving agreement with Kellogg Community College of Battle Creek, Michigan to provide a portable ARFF live burn simulator and training at RFD for 2-days, at a cost of \$12,640. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-40**, approving amendment no 1 to Agreement for Consultant Services for Exhibit "A" and Update of the ALP and GIS database, IL Project: RFD-3819 and AIP-51 for a not to exceed amount of \$122,394.52 The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-41**, approving payment to Ballard Companies Inc of Rockford, IL in the amount of \$12,370.50 related to DCEO grant 07-022014 for the solar-thermal heating and cooling system. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-42**, approving payment to Bergquam Energy Systems of Sacramento, CA in the amount of \$11,667.70 related to DCEO grant 07-022014 for the solar-thermal heating and cooling system. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-43**, approving the Greater Rockford Airport Authority, Employee Handbook effective September 1, 2009 which supersedes all previous Personnel Policy Manuals. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-44**, consenting to the establishment of an account with PMA Financial Network Inc. of Naperville, IL for the purpose of reviewing current investment policy, investment services, and to approve the following individuals as signees: Robert W. O'Brien, Jr., Amy M. Ott, Franz L. Olson and Janette E. Benoit. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-45**, approving the purchase of a Paint Machine per bid #09-05 from Sherwin-Williams of Rockford, IL in the amount of \$11,730. The motion was seconded by Commissioner Puri and unanimously approved.

- Commissioner Norman made a motion to adopt **Resolution #09-46**, Authorizing the Executive Director, or authorized representative, to execute the Grant Agreement with the FAA and the follow on Agency and Participation Agreement with the Illinois Department of Transportation - Division of Aeronautics, as it relates to the AIP Project No. 3-17-0088-56; Rehabilitate Taxiway Bravo South – Phase 2. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-47**, Authorizing the Executive Director, or authorized representative, to execute the Grant Agreement with the FAA and the follow on Agency and Participation Agreement with the Illinois Department of Transportation - Division of Aeronautics, as it relates to the AIP Project No. 3-17-0088-57; Reimbursement for the Construction of the Northwest Cargo Apron and Master Plan – Phase 1 Reimbursement. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-48**, approving the following sponsor contracts for AirFest 2009:
  - UPS for \$10,000 cash and trade
  - Pepsi Cola for \$12,000 in cash and trade, and significant in-kind marketing and promotion
  - Ingenium Technologies for \$11,500 in trade
  - WTVO/WQRF for \$20,000 for in-kind media services and promotion
  - Cumulus Media for \$35,000 for in-kind media services and promotion
  - Chicago Tribune for \$22,195 for in-kind media services and promotion
  - Comcast Spotlight for \$20,650 for in-kind media services and promotion
  - Maverick Media for \$28,000 for in-kind media services and promotion
 The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-49**, approving an agreement with Rockford Area Festival Vendors of Rockford, IL for concession services for Rockford AirFest 2009. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-50**, approving the following performer's contracts for AirFest 2009:
  - Nalls Aviation of Washington, DC for \$28,000
  - The Firebirds of New Waterford, OH for \$7,500
  - Dave Dacy Airshows Inc, of Harvard, IL for \$18,500
  - Bill Stein Airshows of Aptos, CA for \$5,500
  - USN Parachute Team, Leap Frogs of San Diego, CA for \$4,372
  - Sean D. Tucker Aviation Specialties of Salinas, CA for \$10,000
  - Rich's Incredible Pyro of Rockford, IL for \$14,400

The motion was seconded by Commissioner Puri and unanimously approved.

- Commissioner Norman made a motion to adopt **Resolution #09-51**, approving the 2009 Airshow Insurance Policy with Aviation Insurance Services of Illinois, Inc. of Crystal Lake, IL in the amount of \$10,150.50. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Resolution #09-52**, approving the following contracts for marketing, advertising, promotions, design and placement for fiscal year 2010:
  - Hayes Marketing Group of Rockford, IL for \$75,000(radio and TV)

- o Ginestra-Watson of Rockford, IL for \$50,000.

The motion was seconded by Commissioner Puri and unanimously approved.

- Commissioner Norman made a motion to adopt **Resolution #09-53**, approving emergency structural and surface repairs to the UPS apron for Sjostrom & Sons, Inc. for \$21,960 also including a unit price of \$705 per cubic foot for Del Patch in necessary areas for the originally quoted surface repair. The motion was seconded by Commissioner Puri and unanimously approved.
- Commissioner Norman made a motion to adopt **Ordinance #09-05**, providing for the levy and assessment of taxes for the fiscal year of the Greater Rockford Airport Authority, Winnebago County, Illinois beginning May 1, 2009 and ending April 30, 2010. Commissioner Allen seconded the motion and a roll call vote indicated six ayes and zero nays therefore the motion was passed.

**OTHER BUSINESS:** None

**EXECUTIVE SESSION:** Commissioner Dunn motioned to enter into Executive Session Pursuant to 5 ILCS 120/2(c)(11) to discuss pending and/or probable litigation. The motion was seconded by Commissioner Puri. Executive session was entered at 5:55 pm.

Commissioner Norman motioned to adjourn which was seconded by Commissioner Allen and passed unanimously. The Board adjourned the meeting at 6:50 pm.