

**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, September 27, 2007, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Dunn called the meeting to order at 5:30 p.m.

BOARD/LEGAL	P	A	STAFF	P	A	GUESTS/OTHER STAFF
Eugene Allen	X		Bob O'Brien	X		Renee Schroeder – Hinshaw & Culbertson
Brian Boyer		X	Amy Ott	X		
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 Puri, seconded by Commissioner Norman and unanimously approved by voice vote to accept the minutes of the August 23, 2007 Regular Board Meeting as presented.

An audit report was given by Linda Abernathy of McGladrey & Pullen. It was an unqualified opinion and included a single audit. She commented on the professionalism of the staff and commended Amy Ott and the entire department for making their jobs run smoothly.

DIRECTORS REPORTS:

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

- Director O'Brien also congratulated and commended the staff for their work throughout the year in preparing for the audit.
- A briefing was given on the status of current airlines and air service development.

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

- The GRAA will be hosting a 20-Year Terminal Anniversary celebration/Open House on Wednesday, October 17. Invitations have been mailed to the 1987 former commissioners and other former commissioners, retired staff, local and regional dignitaries and current staff. The theme of the event is Past, Present, & Future. Part of the event will a book signing of a new book written by Richard Lewis named "It was an Airport before it was an Airport." The books will be for sale in several different locations around the city.

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

- Crawford, Murphy & Tilly, Inc. (CMT) began moving out of the Terminal Building and into temporary facilities at the former American Quality Machine (AQM) building. CMT

anticipates completing the move on or before October 8th. CMT is moving now in order to accommodate the Terminal Improvement project that will ultimately convert CMT's current office area (2,000 sq. ft+/-) to additional passenger holding area. That construction is scheduled to begin as soon as CMT vacates.

- A resolution is brought before the Board tonight awarding a contract to Sjostrom Construction for the International Building Connection project. The "connection" structure is an enclosed pedestrian ramping system constructed of cement block that enables passengers arriving on international flights to transition from aircraft height to ground level and into the International Terminal. The steel ramping system will meet ADA requirements.
- The City water main project is now halfway around the Airport.
- The second half of the "Bravo" north project is underway. A significant amount of pavement millings are being generated by this project. The millings will be retained by the Airport and are currently being stockpiled. A small portion of the millings have already been used to raise a portion of the newly constructed inner service road in order to eliminate a small area where water ponding was experienced.
- Matt Zinke, Airport Operations Shift Supervisor and his wife have a new baby girl. Her name is Johanna Kathleen.
- The Russian Antonov 124 visits RFD again tonight. Estimated time of arrival is between 6:00pm and 8:30pm. No cargo will be loaded or unloaded...its simply an overnight after off loading cargo at a previous destination. The Airport receives a \$1,753 landing fee for the aircraft. (Weight = 892,782 lbs.)
- New tubular aluminum handrails have been installed on either side of the terminal stairs. The handrails were added to replace the existing aluminum frames and glass that originally supported the handrail. The previous handrail was no longer ADA compliant.
- The new handrails will greatly reduce glass-cleaning maintenance since the escalators also have glass side panels. The new handrails streamline the overall design of the center stairs.
- I attended a ribbon cutting ceremony and tour today at Midwest Aero Support located on Turret Drive in Machesney Park. The company specializes in refurbishing aviation components ranging from small sensors, passenger seats, aircraft wheels and composite wing pieces. SkyWest is one of their primary customers. Midwest Aero occupies a 45,000 sq. ft. former warehouse and employees 45 people.

- **COMMITTEE REPORTS:**

Planning & Finance Committee: A meeting was held on Thursday, October 18, 2007. The items for review and discussion were the Marketing Plan Update, September Financial Report, Resolutions, Tax Levy Ordinance and other. All resolutions were recommended for passage.

PUBLIC COMMENT: None

OLD BUSINESS: None

- **NEW BUSINESS:**

A brief discussion was held regarding the plan for development and growth of some cargo tenants. Director O'Brien informed the Board that staff is planning to hold meetings in order to hear Tandem Development Groups' and the staffs' thinking relative

to the plans and layout for the proposed 70,000 SF cargo spec building.

- AirFest 08 plans are well underway. A briefing will be given to the Board very soon.

RESOLUTIONS:

Commissioner Norman made a motion to adopt **Resolution #07-46** approving an Amendment to the current Lease for Industrial Plot #30 located across the street from the Parkside Warehouse at 5857 Falcon Road. Effective September 1, 2007, the lease by and between Jeld-Wen, d.b.a. Millwork Masters and Greater Rockford Airport Authority will convert to Month-to-Month terms and reduce leased spaces from 80 to 50 parking spaces. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-63** authorizing the Executive Director to sign the grant offer for the Airport Improvement Program (AIP) Project No 3-17-0088-48 for Terminal Improvements (Phase 2); Acquire and Install Jet Boarding Bridge (International Terminal) in the amount of \$1,048,674.00. The motion was seconded by Commissioner Provenzano and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-64** authorizing the Executive Director to sign the grant offer for the Airport Improvement Program (AIP) Project No 3-17-0088-49 for Reimbursement for Land Acquisition (Parcel AH-4, approximately 91.0 Acres) in the amount of \$2,000,000.00. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-65** awarding a contract in the amount of \$325,000 to Sjostrom & Sons Construction Company for the construction of the Loading Bridge Connection at RFD's International Arrival Gate. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-66** approving Larson & Darby Architects for periodic architectural consulting services for the year. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-67** authorizing the Executive Director to sign the Transportation Security Administration Airport Law Enforcement Personnel Program Cooperative Agreement number HSTS0208HSLR244 for a period of October 1, 2007 through September 30, 2012. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-68** to receive and file the fiscal year ended April 30, 2007 Comprehensive Annual Financial Report prepared with the assistance of McGladrey and Pullen, LLP. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-69** to approve an additional investment in the Rockford Area Economic Development Council in the amount of \$25,000 with \$20,000 being in cash and \$5,000 in airline voucher trade for a period of one year. The motion was seconded by Commissioner Provenzano and unanimously approved.

OTHER BUSINESS: None

EXECUTIVE SESSION: None

There being no further business, Commissioner Provenzano made a motion to adjourn, which was seconded by Commissioner Puri and unanimously approved. The meeting adjourned at 5:51 pm.