



**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, November 15, 2007, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

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

BOARD/LEGAL	P	A	STAFF	P	A	GUESTS/OTHER STAFF
Eugene Allen	X		Bob O'Brien	X		Vick Vernie – Epilepsy Foundation
Brian Boyer	X		Amy Ott	X		Marsha Heuer – Ogle County Board Chairwoman
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 Norman, seconded by Commissioner Boyer and unanimously approved by voice vote to accept the minutes of the October 25, 2007 Regular Board Meeting as presented.

DIRECTORS REPORTS:

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

- The inaugural flight to Phoenix departs on November 16. It is reported that the flight has only two seats available. The returning flight on Monday is sold out.
- The Foreign-trade zone application/reorganization package has been submitted. The cost for a submittal is normally around \$75,000, but the GRAA cost is \$1,600 because of the massive FTZ activity taking place and is being underwritten by the new partners who have joined in on the application. A presentation will be made to the Board in December.
- Allegiant Air recently promoted a \$15 one-way sale from Clearwater-St. Petersburg to the RFD MilesAhead members. He elaborated on the many advantages to further developing our MilesAhead program and its importance to our marketing and promotion campaigns.

- Introduced Geoff Oman, the GRAA Special Events and Business Development Manager.

Mr. Oman gave an overview of the AirFest 2008 progress. He asked the Commissioners for any contacts they may have at banks and car dealerships for major sponsorships and to assist with the cost of rental cars for the performers.

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

- The monthly report will be sent to the Commissioners tomorrow.
- Staff will begin working on the 2009 budget process in the coming weeks.
- RFD will be promoting our MilesAhead program and our destinations on a newly designed placemat. A partnership has been made with Stockholm Inn beginning the week of Thanksgiving. It is reported that 11,000 people dine at that restaurant.
- A Wellness Fair was held for all employees and their spouses. That is the first stage in our new Wellness program.

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

- The international arrival gate construction is well underway, weather permitting we are on track for substantial completion on or before December 1! The first scheduled international flights begin December 27th. This project is significant in that it will provide a protected, heated; ADA approved and well lighted facility to off load passengers from international flights directly into US Customs using a jet bridge as opposed to having the passengers negotiate steep stairs leading from the aircraft to the ramp in inclement weather.
- CMT has relocated the former American Quality Building located at 25 Airport Drive to accommodate remodeling 2,500 sq. ft. of space they formerly occupied in the terminal building into additional passenger holding area. In part with the terminal and international gate project, two new jet bridges have been ordered. When the projects are completed the Airport will have a total of five gates capable of loading/unloading passengers via jet bridges.
- Sealed bids were opened concerning revamping the Airport terminal monument sign, Airport Drive Entrance/Exit signs and four remote signs. Much of the work involves re-facing to update the Airport name/logo and overall image. The monument sign will incorporate an LCD programmable message board. Interesting note is when staff interviewed prospective sign providers they all agreed that the slight curvature of Airport Drive in front of the terminal will provide optimum viewing of the digital message board hence a larger volume of

information can be viewed as cars approach. A resolution is brought before you tonight requesting approval to proceed with the work.

- Over three days this week the Airport Authority sent 62 Rockford Firemen to O'Hare for FAA required recurrent Aircraft, Rescue & Fire Fighting (ARFF) training. As you are aware we contract with the City for the coverage. The 62 individuals represent the existing 24/7 daily shifts as well as the added advantage of additional experienced firefighters being ARFF certified as backup and future rotation to Station No. 7 located at the Airport.
- I am extremely pleased to announce that Marge Bevers has been appointed as Co-Chair of the Grantee Committee for the National Association of Foreign Trade Zones (NAFTZ). Marge's enthusiasm, knowledge, and attention to detail have propelled FTZ 176 to next level. Also, Marge's presentation at the recent Annual FTZ Conference in Phoenix received great reviews! Before you tonight is a resolution approving the FTZ reorganization application. Once the application is approved by the FTZ Board in Washington, the existing number of participants under FTZ 176 will virtually double as a result of the new partners being added. A presentation will be made to the Board soon on the current status.

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: Mr. Vic Vernie with the Epilepsy Foundation thanked Mr. Bob O'Brien for being roasted at the first ever Epilepsy Foundation Celebrity Roast on November 15, 2007.

OLD BUSINESS: Commissioner Norman reported that she and Commissioner Gulley met with Amy Ott last week regarding an incentive program for the accreditation process associated with the American Association of Airport Executives. The team recommended that the Board approve the incentive program for those employees interested in receiving this accreditation. A brief discussion was held regarding the specifics of the program. Board Chairman Dunn stated that the Board accepts the report and gave staff authorization to proceed and implement the policies recommended in the report.

Commissioner Boyer reported that the sponsorship packets have been sent to the past sponsors. He added that if any of the Commissioners have companies of which they feel may be a potential sponsor to let him or Geoff Oman know. A more formal report will be made to the Board soon.

NEW BUSINESS: None

RESOLUTIONS:

Commissioner Norman made a motion to adopt **Resolution #07-88**, approving the GRAA employee holidays for CY2008 as set forth in the attached document. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-89**, approving the Board Meeting schedule for CY2008 as set forth in the attached document. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-90**, to approve the contract with Blue Cross Blue Shield of Illinois for the period of January 1, 2008 to December 31, 2008 at the following monthly rates of \$481.11 for single, \$921.38 for employee plus spouse, \$839.07 for employee plus children and \$1,279.37 for family coverage. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-91**, to approve the contract with Blue Cross Blue Shield of Illinois for an optional Health Saving Account Health Plan for the period of January 1, 2008 to December 31, 2008 at the following monthly rates of \$485.13 for single, \$929.10 for employee plus spouse, \$848.11 for employee plus children and \$1,290.08 for family coverage. This option will include a contribution to a health savings account on behalf of the Authority in the following amounts annually to be paid out semiannually.

Employee	\$500
Employee/Spouse	\$840
Employee/Children	\$680
Family	\$1,020

The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-92**, to approve the contract with Williams Manny Midwest for administration of partial self-funding of health insurance for a period of January 1, 2008 - December 31, 2008. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-93**, approving an Amendment, effective December 1, 2007 to extend the current Lease for Industrial Plot # 8, by and between the Greater Rockford Airport Authority and Emery Air, Inc. The motion was seconded by Commissioner Allen and unanimously approved.

Commissioner Norman made a motion to adopt **Resolution #07-94**, abating property taxes for five years on real estate to be known as Hyatt Place and Rick's on the Southwest Corner of Riverside Blvd. and I-90 in Rockford, IL owned by Mandocella Holdings LLC (Lot 4) and Platinum Lodging Rockford LLC (Lot 5). The motion was seconded by Commissioner Boyer and approved by a majority vote of 3-1.

Commissioner Norman made a motion to adopt **Resolution #07-95**, consenting to four Assignments of Lease and one Leasehold Mortgage, dated November 1, 2007, for Aviation Plots #8, 32, 23, 23A and 12 from either Emery Air, Inc. or Bel Air Estates, Ltd. to Blackhawk State Bank. The motion was seconded by Commissioner Allen and unanimously approved.

OTHER BUSINESS: None

EXECUTIVE SESSION: None

There being no further business, Commissioner Boyer made a motion to adjourn, which was seconded by Commissioner Norman and unanimously approved. The meeting adjourned at 6:17 pm.

