



**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, January 26, 2006, 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
Eugene Allen	X		Bob O'Brien	X		Heath Hixon – RRS
Nicholas Ancona	X		Derek Martin	X		Hanson Engineering
Bradley Bennett	X		Amy Ott	X		TV 23
Michael Dunn	X		Franz Olson	X		
Gwen Gulley		X	Jan Benoit	X		
Peter Provenzano	X		Kathy Bruggeman	X		
Bharat Puri	X		Wayne Langy		X	
Thomas Lester	X		Zach Sundquist		X	

A motion was made by Commissioner Bennett, seconded by Commissioner Puri and unanimously approved by voice vote to accept the minutes of the November 10, 2005 Regular Board Meeting as presented. A motion was made by Commissioner Ancona, seconded by Commissioner Puri and unanimously approved by voice vote to accept the minutes of the November 17, 2005 Regular Board Meeting as presented.

DIRECTORS REPORTS:

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

- We currently have 30,000 MilesAhead members and that number is growing daily. Members are from counties from northern Illinois, southern Wisconsin, and eastern Iowa. It also includes 1000 +/- members from Florida.
- Staff has organized another charter trip to Washington, DC for April 4, 2006. Ten seats are reserved for any staff or Board members that are interested in this one-day trip. USA3000 is providing the service on a 168 passenger aircraft departing at 6:00 am returning at 8:00 pm.

- Passenger surveys have been temporarily discontinued and will resume after March 3rd.
- Congressman Manzullo recently announced an \$180,000 grant for the Prairie Shield project which with recent advances in technology will enable first responders to speak, exchange data, and even use video all on one platform both at a scene and at remote command/dispatch centers. The GRAA is a partner in this project.

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

- Included in your packet were the monthly financials. We ended the year with our cargo landed weight 2.8% over 2004.
- Revenues are 12.6% over budget. 100% of that is due to the 2005 AirFest. Operating expenses are over budget as well due to AirFest 2005 and snow removal expenses.
- Gave an overview of the resolutions on the agenda.

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

- The terminal baggage claim project is 90% complete. The “carousel” we obtained from Ottawa became operational January 5th. The former flat baggage conveyor has been removed and that area will become an expanded passenger waiting and public viewing area. The upper level business lounge is complete featuring deluxe seating and private computer workstations. The entire terminal has wireless internet capability.
- The Rapid Intervention Vehicle (RIV) fire truck arrived at RFD ahead of schedule in mid-December. The vehicle is available for emergency airfield response at Rockford Fire Station No. 7. The vehicle improves the response requirement (3 minutes) mandated by the FAA.
- The addition to Fire Station No. 7 necessary to house the Airport’s emergency vehicles has been completed with the exception of a few minor “punch list” items. Both the RIV and the Fire Station addition were funded via a federal grant.

- There were two separate, small aircraft accidents at RFD in December involving small aircraft resulting in no injuries to the pilot or passengers. RFD Fire responded to both incidents.
- The UPS holiday “peak” package sort came off without any glitches. Although we had a total of 12 inches of snow in December, Airport crews made sure the snow did not interfere, or delay the UPS operation. Approximately 40 wide-bodied aircraft landed at RFD nightly during peak.
- Last Friday’s 5” snowfall was timely in that it provided enough snow for the annual snow-sculpting contest. The Airport donates equipment and operators to load approximately 25 semi trailer loads of snow for this public event.
- The new UPS building construction continues on schedule. The building should be operational March 1st. The expanded aircraft parking integral with the building project was used during the holiday sort.
- The sanitary trunk line project at the south end of the Airport is behind schedule. Originally, the project was scheduled for completion in early fall 2005. Because of the deep excavations that exceeded the water table, additional time was required to sufficiently “de-water” the excavations in order to properly install the pipe.
- RRWR is confident the project will be completed in March.
- The required upgrade to the Airport Security Access System which has taken nearly two years to complete is now in the final punch list stage. Some early contractual delays actually aided the overall project since the Airport was able to include additional security enhancements necessitated by the expanded air service. The security project is funded by a federal grant.
- A modular BIG screen TV consisting of 9(3’x 3’) screens having a moveable hydraulic lift platform was acquired from Giovanni’s restaurant. The TV will become a focal point for passengers in the terminal and will be used for advertising and promotional purposes. The Airport paid \$5,000 for the used equipment. It has not been installed at this time.
- The first row of T-hangars being constructed by Moreland Enterprises is nearly complete. The hangars are unique in that they feature supplemental solar heat

assist form special panels mounted on the roof. GRAA anticipates the hangars will be soon occupied soon.

- Plans are being made to dedicate a future Board Meeting to a tour of the Airport to view these projects. Additional details will be forthcoming.

Chairman Dunn complimented the staff on the remarkable assembly and operation of the new baggage conveyor. He stated that the overall terminal experience is very impressive.

Derek Martin, Deputy Director of Air Service Business Development & Marketing, reported on the following:

- Allegiant Air – Las Vegas 84% load factor with 11,600 passengers. Orlando 86% load factor with 5,668 passengers. There is a 61% increase in load factors for January 2006 over January 2005. Passengers are from a variety of locations with 23% from Winnebago County and the next largest percentage coming from Dane County (Madison, WI). Submitted a chart provided to us by Allegiant Air. The chart showed what counties their passengers are traveling to RFD from.
- GRAA and the Las Vegas Convention and Visitors Authority and six hotel partners (Bellagio, etc.) held a travel agent event at Giovanni's to promote Allegiant Air service. The event was well attended with 55 travel agents from around the region.
- Apple Vacations first flight on February 11th to Cancun is sold out. Bookings are strong with an approximate 80% load factor.
- United Airlines sales are strong as well. 40-50% of their bookings normally occur 28 days before flight departure. The load factors are above staff projections and are the highest for United's entire system. Roundtrip pricing from RFD to DEN average \$180.

COMMITTEE REPORTS:

Planning & Finance Committee: Committee Chairman Allen reported that the committee met on January 19, 2006 and the following items were discussed: Budget vs. Actual, advertising budget, grant status, debt status, capital projects status,

MilesAhead program, 2006 AirFest, United Airlines revenue grant, Northwest Airlines status and Rubloff.

PUBLIC COMMENT: None

OLD BUSINESS: None

NEW BUSINESS: None

RESOLUTIONS:

Commissioner Provenzano made a motion to adopt **Resolution #05-150**, approving a Rental Car Concession Lease Agreement by and between the Greater Rockford Airport Authority and ARELCO, Inc d/b/a National Car Rental of Indianapolis, IN for the period of July 1, 2005 – June 30, 2007 conditional on all outstanding balances being paid. The motion was seconded by Commissioner Ancona and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #05-151**, approving a Rental Car Concession Lease Agreement by and between the Greater Rockford Airport Authority and Avis Rent A Car System of Garden City, NY for the period of July 1, 2005 – June 30, 2007. The motion was seconded by Commissioner Ancona and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #05-152**, approving a Rental Car Concession Lease Agreement by and between the Greater Rockford Airport Authority and The Hertz Corporation of Park Ridge, NJ for the period of July 1, 2005 – June 30, 2007. The motion was seconded by Commissioner Bennett and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #05-153**, authorizing the Executive Director to sign an Agency Participation Agreement with the State of Illinois for the Airport Master Plan and to sign a Consultant Agreement by and between Greater Rockford Airport Authority and Crawford Murphy and Tilly, Inc. The motion was seconded by Commissioner Bennett and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #05-154**, approving the Termination of Temporary Lease for 19 acres of land at the former auto auction site on old Beltline Road effective December 15, 2005, by and between the Greater Rockford Airport Authority and Vascor, LTD. The motion was seconded by Commissioner Bennett and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #05-155**, authorizing award to the only bidder response, United Rotary of Marysville, OH for snowplow brush purchases in the amount of \$15.00 per polypropylene brush, \$24.41 per wire brush and no charge for spacers for the 2005-2006 season. The motion was seconded by Commissioner Ancona and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #06-01**, approving the Use Agreement by and between the Greater Rockford Airport Authority and Air Transport International, LLP a Nevada corporation. Air Transport International is engaged in the business of commercial air transportation of cargo, baggage, and mail as an air carrier and is authorized by the United States Government to engage in such business. The period of the agreement is from April 1, 2005 – March 31, 2007. The motion was seconded by Commissioner Bennett and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #06-02**, to approve the contract with BCBS of Illinois for the period of February 1, 2006 to January 31, 2007 at the following monthly rates of \$509.52 for single, \$962.79 for employee plus spouse, \$872.82 for employee plus children and \$1,326.10 for family coverage. The motion was seconded by Commissioner Ancona and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #06-03**, approving Jan Benoit, Manager of Finance, as the designated Super User for the Greater Rockford Airport Authority for Online Banking with National City Bank. The motion was seconded by Commissioner Ancona and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #06-04**, approving co-op marketing support for Allegiant Air in the amount of \$75,000 as part of the incentive package for Allegiant's announcement of Orlando service. The motion was seconded by Commissioner Ancona and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #06-05**, approving an electric utility easement (ROK 6000070) by and between ComEd and the Greater Rockford Airport Authority for the placement of underground electrical cables upon land owned by the Airport Authority. The motion was seconded by Commissioner Ancona and unanimously approved.

Commissioner Provenzano made a motion to adopt **Resolution #06-06**, authorizing and approving payment on behalf of Airloft for aircraft storage of the Boeing 737 as related to the Aviation Research Center of Excellence in partnership with United Technologies, Hamilton Sundstrand and Pratt Whitney up to a maximum of \$50,000 subject to Airloft providing a letter of guarantee that the Authority will be reimbursed from profits before any disbursement to partners. The motion was seconded by Commissioner Ancona and unanimously approved.

OTHER BUSINESS: None

EXECUTIVE SESSION: Chairman Dunn asked for a motion to enter into Executive Session. The motion was made by Commissioner Bennett to enter into Executive Session pursuant to Section 5 ILCS 120/2(c)(11) of the Open Meetings Act to discuss

pending or possible Litigation. The motion was seconded by Commissioner Puri and a roll call vote indicated five (6) ayes and no (0) nays.

There being no further business, a motion was made by Commissioner Ancona and seconded by Commissioner Bennett to adjourn. The motion unanimously passed and the meeting was adjourned at 7:12 p.m.