



**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, August 24, 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/OTHER STAFF
Eugene Allen	X		Bob O'Brien	X		Roger Eckdahl – Larson & Darby Architects
Bill MacKay	X		Derek Martin	X		
Brian Boyer	X		Amy Ott	X		
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		Zachary Sundquist	X		
			Coralee Cook	X		

A motion was made by Commissioner Boyer, seconded by Commissioner Allen and unanimously approved by voice vote to accept the minutes of the July 27, 2006 Regular Board Meeting as presented.

**DIRECTORS REPORTS:**

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

- On August 2 and August 23, area legislators, to include Chicago land, were invited by Senator Dave Syverson to attend a meeting at the Airport. The meeting was organized by the Senator to help familiarize area legislators to the economic impact the Airport provides the region, as well as help them realize the Airport's potential. A presentation was given to the group and then a tour of the Airport, including a trip down the 10,000-foot runway. They were all incredibly impressed with RFD's situation.
- In the last couple of weeks, the AirFest is coming together. Zach Sundquist is the facilitator for Rudy Malnati and the performers.
- Straightshot, a consolidated freight company and a current tenant is interested in building a 30,000 sq. ft. facility at RFD. They currently employ 35 people, which they relocated here from Belvidere. They have a contractual relationship

with UPS and are currently expanding that relationship. They have brought a developer out to look at available land near UPS. Where they are interested in locating, there are some hurdles in that project to include a sanitary lift station. There have been meetings with Scott Christiansen, Winnebago County Board Chairman and his staff to coordinate the cost and logistics of that undertaking.

- UPS has invited Director O'Brien to participate in a leadership exchange program in October.

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

- Currently in the process of hiring a new accounting clerk to replace Joyce Bettendorf who recently retired.
- AirFest contracts are in full force right now. There may be a need for a meeting early in September to approve those contracts.
- The Tax levy is on the agenda tonight.
- There is currently a Request for Qualifications out for a benefits consultant for GRAA health, dental and life insurance.

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

- On August 9 at about 11:30 pm, Airport Operations was notified by TSA of the heightened ALERT (Orange) resulting from the terrorist plot uncovered by British authorities. Local TSA officials and Airport Operations personnel immediately implemented the security directive. TSA/CHI officials complimented RFD's quick response to the order. At this point, we have no idea how long the order will continue.
- Airport Operations & Facilities have just concluded airfield familiarization training for all City of Rockford Firefighters. The advantages are two-fold in that it offers "backup" for the firefighters currently stationed at the Airport while providing ever-important familiarization with the airfield should outside stations need to respond to a major incident at the Airport. Zach Sundquist in cooperation with Chief Robertson headed the training.
- UPS recently decided to construct a new 500 car employee parking lot in front of the recently completed 70,000 square foot "SCS" building. The new parking lot will be located on land included in the original UPS lease. Construction of the lot is scheduled to begin next week. Depending on the state of completion, the Airport is hopeful to be able to use the lot for volunteer and concessionaire parking during the air show.
- Bob Moreland has nearly completed his second row of t-hangars. An assignment of the Net Ground Lease concerning the second row of hangars to (Airmen Inc.), a hangar association has been added to the agenda tonight to accommodate the timing of the closings associated with the sale of his hangars.

- The recent unstable weather in the region continues to cause aircraft to divert to RFD. On July 27, twelve aircraft were diverted here to wait out the storms over Chicago. Numerous aircraft since then have diverted to RFD for various reasons.
- The Freedom Field initiative continues. Earlier this month, the FAA was briefed on the project and a formal airspace application pertaining to the proposed site will be presented to the FAA in September.
- On August 12, Airport employees and their families were treated to an employee's appreciation night at the ballpark to watch the Rockford Riverhawks. The event was well attended. The employees thank the Board and management for hosting the event.
- On August 7, the GRAA received official notification (Board Order 1473) from the FTZ Board in Washington approving a 133-acre expansion to FTZ 176 at the Crossroads Commerce Center located in Rochelle, IL. The approval is subject to a "sunset" provision in that the development site will need to be "activated" before September 2011, otherwise the approval expires.
- On August 15, I met with representatives of Winnebago County Forest Preserve District and the Highway Department to advance plans for a bike path running along the Rock River following the north boundary of the Airport. Phase I of the bike path would extend from Boeing Drive to the west, ending at the bridge where South Main crosses the Rock River. The first phase of the path would utilize an old roadbed that follows the riverbank below Airport Drive. Eventually, the plan is to connect the Airport segment with the existing bike path downtown, as well as circumvent the Airport.
- As part of the Runway Safety Area (RSA) Improvement Project, the new relocated section of Falcon Road at the south end of the airfield is open. Taxiway "Bravo" north was removed and replaced with concrete to upgrade its capacity. Re-cabling of taxiway Foxtrot is about 80% complete and the extended perimeter service road is being paved. The project is on schedule and should be 100% complete prior to the air show.
- The Landfill No. 2 closure project is underway. The project is expected to be completed in October.
- Six of eight new Operations & Facilities positions have been filled. These positions range from custodial, electrical technicians, inventory and general maintenance. The positions resulted as part of the planned 24/7 shifts. In addition to the trades and knowledge they bring to the organization we emphasize further cross training so that they can be proficient at various airport operational duties.

- Last weekend Zach Sundquist was a guest of Rudy Malnati at the Annual Chicago Air & Water Show. Zach's participation in the Chicago show will aid operational and technical preparations for RFD's air show.
- Preparation of the airfield and Airport grounds for the air show continues. Primary focus is the preparation of the infield spectator parking lots as well as expediting final orders for supplies.
- No CRF

**Derek Martin, Deputy Director of Air Service Business Development & Marketing,**

reported on the following:

- Presented the Board with a very attractive marketing/promotional brochure which was created to promote RFD to air cargo carriers. The piece has been sent to key executives at these organizations. It highlights RFD as the 4<sup>th</sup> fastest growing cargo airport in the United States. The mailing was timed in conjunction with an air cargo conference in September where all major cargo carriers will be in attendance. Staff will be attending the conference along with executives from the Economic Development Council. The mailing will be followed up with phone calls and mailings in hopes that they will want to meet with GRAA staff about the opportunities at RFD.
- A Travel Agency event is planned for this evening for Apple Vacations.
- AirFest advertising will be heightened after the Labor Day weekend in the Chicago area, Madison, Quad Cities, etc.
- Festival Airlines will have a display booth at On the Waterfront where they will be giving away Festival temporary tattoos and making their presence known in the Rockford community. Executives of Festival will be present at their booth along with Airport staff. They will also have an advertising bus at the AirFest stating that service is coming soon.

**PRESENTATIONS:** Roger Eckdahl, Architect from Larson & Darby gave an overview of the Terminal Building build-out plans. Director O'Brien stated that staff from GRAA and Larson & Darby have had several meetings with the objective of utilizing the existing Terminal Building to accommodate the additional existing and future passenger traffic.

Chris Kelley - Director of Internet Development from KMK Media gave a website preview of the newly designed [www.flyrfd.com](http://www.flyrfd.com). He focused primarily on the home page where the route map is located and linked to the appropriate airlines in coordination with the destinations offered.

Linda Abernathy of McGladrey & Pullen gave the Comprehensive Annual Financial Report presentation.

**COMMITTEE REPORTS:**

**Planning & Finance Committee:** No meeting this month.

**PUBLIC COMMENT:** None

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**RESOLUTIONS:**

Commissioner MacKay made a motion to adopt **Resolution #06-61**, consenting to the assignment of the Net Ground Lease, dated June 1, 1971, concerning Industrial Plot #3 by and between Daniel Pitney, d/b/a Pitney Power Painting and Greater Rockford Airport Authority, to Richard L. McQuality & Karen L. McQuality. The motion was seconded by Commissioner Gulley and unanimously approved.

Commissioner MacKay made a motion to adopt **Resolution #06-62** authorizing the Executive Director to sign the grant offer for the Airport Improvement Program (AIP) Project No 3-17-0088-46 for Reimbursement for Land Acquisition (Parcel AH-3, approximately 91.0 acres) in the amount of \$2,000,000. The motion was seconded by Commissioner Provenzano and unanimously approved.

Commissioner MacKay made a motion to adopt **Resolution #06-63** awarding bid 06-13 for Backhoe/Tractor/Loader to McAllister Corporation of Rockford, Illinois in the amount of \$63,133.00. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner MacKay made a motion to adopt **Resolution #06-64** awarding bid 06-14 for Portable Toilet Rental and Service for AirFest 2006 to Stateline Service for Roscoe, Illinois in the amount of \$11,075.00 based on current requirements. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner MacKay made a motion to adopt **Resolution #06-65** awarding bid 06-15 for Rental of Tents, Tables and Chairs for AirFest 2006 to Berg Industries of Rockford, Illinois in the amount of \$8,873.00 based on current requirements. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner MacKay made a motion to adopt **Resolution #06-66** awarding bid 06-15 for Rental of Tents, Tables and Chairs for AirFest 2006 to Phoenix Event Services, d/b/a Chicago Party Rental of McCook, Illinois in the amount of \$15,385.50 based on current requirements. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner MacKay made a motion to adopt **Resolution #06-67** to receive and file the fiscal year ended April 30, 2006 Comprehensive Annual Financial

Report prepared with the assistance of McGladrey and Pullen, LLP. The motion was seconded by Commissioner Boyer and unanimously approved.

Commissioner MacKay made a motion to adopt **Ordinance #06-04** providing for the tax levy and assessment of taxes for the fiscal year beginning May 1, 2006 and ending April 30, 2007 of the Greater Rockford Airport Authority, Winnebago County, Illinois. The motion was seconded by Commissioner Gulley and unanimously approved. A roll call vote indicated 6 ayes and no nays. The motion was passed.

Commissioner MacKay made a motion to adopt **Resolution #06-68**, In accordance with subparagraph 18.1 of the Net Ground Lease Agreement dated March 22, 2006 ("Lease") by and between MORELAND ENTERPRISES, LTD, an Illinois corporation ("Moreland") and GREATER ROCKFORD AIRPORT AUTHORITY ("GRAA"), for property commonly known as Parcel 2 Building E, GRAA hereby approves the assignment of Moreland's interest in the Lease to AIRMEN, INC., an Illinois not-for-profit corporation, and hereby authorizes its Chairman to execute the Landlord's Acknowledgement on the Lease Assignment which is attached hereto. The motion was seconded by Commissioner Gulley and unanimously approved.

**OTHER BUSINESS:** None

**EXECUTIVE SESSION:** Commissioner Provenzano made a motion to enter into Executive Session pursuant to Section 5 ILCS 120/2(d) of the Open Meetings Act to discuss Personnel Matters. Commissioner Gulley seconded the motion and the session was entered into at 6:55 pm. There being no further business, a motion was made by Commissioner Gulley and seconded by Commissioner Boyer to adjourn. The motion unanimously passed and the meeting was adjourned at 7:20 p.m.