

AIRPORT STUDY TASK FORCE MINUTES

June 26, 2008 @ 3:30 PM

**2ND Floor Conference Room
County Administration Building
189 E. Court Street, Kankakee, IL**

IN ATTENDANCE:

Members – Mr. Kenneth Hearn, Ms. Loretto Cowhig, Mr. Mike Van Mill, Mr. Jeff Jarvis, Mr. George Hawker, Mr. Jason Licon

Staff – Mr. Mike Lammey, Mr. Jim Greenstreet, Mr. Michael Martin, Mr. Ryan DeYoung

Others – Mr. Leo Whitten

CALL TO ORDER:

Chairman Van Mill called the meeting to order at 3:32 PM

PUBLIC COMMENT PERIOD:

None

APPROVAL OF MINUTES:

Minutes of the May 29, 2008 meeting were presented. A motion to accept the minutes was made by Mr. Hearn, seconded by Mr. Jarvis. The motion passed unanimously.

WORK PROGRAM PRESENTATION AND APPROVAL:

Chairman Van Mill led a brief discussion of the projects current status and then turned it over to Mr. Lammey to present and discuss the work program. Mr. Lammey referred to pages 68-76 of the meeting packet that describes the different elements of the program. The program consists of 5 elements.

- **ELEMENT 1-PROJECT FORMULATION AND DATA GATHERING.** Mr. Lammey noted that most of the material that was requested by CMT has been delivered. Invitation letters to people to be interviewed went out on June 18. It was noted that a representative from KRMA should be interviewed also. Chairman VanMill mentioned that Richard Simms is the contact person for KRMA.
- **ELEMENT 2-SITE AND MARKET CONDITIONS ASSESMENT.** Mr. Lammey went over the baseline physical and market conditions. It was noted that a zoning and enterprise zone map should also be forwarded to CMT. Chairman Van Mill mentioned that he would not be able to attend the July 31st meeting and after discussion a new tentative date was set for August 7, 2008 for meeting #2. The task force meeting scheduled for August 28, 2008 still looks good, however, CMT will not be attending the meeting on August 28th.
- **ELEMENT 3- CONCEPT DEVELOPMENT AND STRATAGIES.** Mr. Licon mentioned the economic development strategies at some airports offer industrial parks within airport property and thought that was a good idea. Mr. Lammey discussed the Tri-Village plan and that he could provide a copy of the Tri-Village plan to Ms. Cowhig and Mr. Hearn. Mr.

Lammey also discussed how the public meeting #1 would be conducted by utilizing different stations for the public to view what interested them most. Task force meeting #3 will be held on September 25th.

- **ELEMENT 4- REPORT PREPARATION AND FINAL PRESENTATION.** Airport Study Task Force meeting #4 and public meeting #2 is scheduled for October 30th.
- **ELEMENT 5 – PUBLIC MEETINGS #1** September 25th and #2 October 30th. Mr. Lammey discussed these dates as they pertained to the scheduled timeline for the project. Possible locations for the public meetings include the Hilton Garden Inn and Kankakee Community College.
- **PROJECT BUDGET** – The task force looked over the project budget that was submitted by CMT and it was noted that over the project timeframe CMT will attend 4 meetings, Camiros will attend 3 meetings and Blaine Canada will attend 1 meeting.

A motion was made by Ms. Cowhig to recommend approval of the Work Program. Seconded by Mr. Licon. Motion passed all in favor.

TASK ORDER PRESENTATION AND APPROVAL:

Mr. Lammey presented and explained the task orders to the Task Force. He explained the task orders to be concurrent in nature, not consecutive in a specific order of completion.

STUDY TIMELINE:

Mr. Lammey gave a brief discussion about the timeline and dates.

PUBLIC MEETING:

Mr. Lammey gave a brief discussion of the public meetings that will take place. The first meeting is September 25th. He noted that he wanted all the task force members present that night. There are approximately 700 land owners in the study area, letters will be sent. If a date is approved, the Hilton Garden Inn will be contacted for a room if affordable. It is intended to have three stations 1) Airport Authority power point presentation; 2) Consultant power point presentation on findings; 3) displays that allow for discussions with individuals.

QUESTIONS FROM THE NEWS MEDIA:

None

MEETING SCHEDULE:

Next meetings are scheduled for:

July 31, 2008 has been tentatively changed to August 7, 2008 @ 3:30 PM

August 28, 2008 @ 3:30 PM

September 25, 2008 @ 3:30 PM

October 30, 2008 @ 3:30 PM

Subsequent meetings if required

ADJOURNMENT

The motion to adjourn was made by Mr. Hearn, seconded by Mr. Hawker. The motion passed unanimously. Chairman Van Mill adjourned the meeting at 4:18 PM.