

**REGULAR 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 28, 2017 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:00 p.m.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	ARFF Representatives
Paul Cicero	X	Shelly Cassaro	X	Karli Smith – Chartwell
K. Edward Copeland	X	Ken Ryan	X	Jerry Sagona - RAEDC
John Elliott	X	Kathy Bruggeman	X	
Tom Dal Santo	X	Zach Oakley	X	
Pat Derry		Jeff Polsean	X	
Tom Myers	X	Matt Zinke	X	
Tom Lester – legal counsel	X			

A motion was made by Commissioner Dal Santo seconded by Commissioner Agnew and was unanimously approved to accept the minutes of the August 24, 2017 Regular Board Meeting. A motion was made by Commissioner Dal Santo seconded by Commissioner Copeland and was unanimously approved to accept the minutes of the September 21, 2017 Planning & Finance Committee Meeting.

**STAFF REPORTS:**

**Zack Oakley, Operations Manager** reported the following:

- There were two 747 operations from Kalitta for the Apple iPhone 8 shipment. Pinnacle was the ground handler for this cargo operation. The shipment went directly from the aircraft to the trucking company.
- Progress is being made on Phase 2A of the cargo ramp project.
- Staff recently attended the freighters World conference. As a presenting sponsor, RFD was able to award the Newsmaker of the Year award. The award was given to Jeff Basil of Amazon.

**Matt Zinke – Maintenance Manager** reported the following:

- Presented a graph of snow removal over the last five years with snow fall amounts, budgeted amount and actual dollars spent. He added that the chart doesn't show ice events which can impact our chemical usage tremendously.

Directed Dunn added that with more added surface and new tenant operations, this year will be even more challenging for our snow removal crew.

**Jeff Polsean – Economic Development Manager** reported the following:

- The new escalators are being delivered this weekend. It will be installed over the next couple weeks.
- The restrooms are being constructed at the International Cargo Building for LGSTX. The office modular installed will be delayed until after the busy season is complete.

**OLD BUSINESS:** Jerry Sagona, Rockford Area Economic Development Council gave an update on the Foreign Trade Zone.

**NEW BUSINESS:** None

**PUBLIC COMMENT:** None

#### **RESOLUTIONS & ORDINANCES:**

Commissioner Elliott motioned to approve **Resolution #17-30** approving the award of ITB#17-05 for the Replacement of the Electronic Message Center in the Terminal Monument sign to North American Center, Yaham Optoelectrics of Las Vegas, NV in the amount of \$26,658. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-31** approving a Building Lease, 5548 Falcon Road with Konstruction Services, for a five year lease, terminating on December 31, 2022 with the option for two additional three year renewals. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-32** awarding a contract to supply Modular Office Components to Starrco Co, Inc. of Marland Heights, MO in the amount of \$77,139.37. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-33** approving RFD Bid #17-09 in the amount of \$3.91 per gallon of liquid deicer (potassium acetate) to Cryotech of Fort Madison, IA in an anticipated budget amount of \$175,000. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-34** approving RFD Bid #17-10 in the amount of \$460.00 per ton of solid deicer to Quad Chemical of Virginia Beach, VA in an anticipated budget amount of \$180,000. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-35** approving RFD Bid #17-10A in the amount of \$1,627.29 per metric ton of solid deicer (Sodium Formate) to Nachurs Alpine Solutions of Marion, OH in an anticipated budgeted amount of \$14,000. Commissioner Agnew seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-36** to approve and ratify the Management Agreement with SP Plus Corporation, as amended, for services to be provided in connection with the Airport's Parking Facilities. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-37** approving and authorizing the execution of the Promissory Note with Alpine Bank in the amount of \$750,000.00, the proceeds of which will be used for the financing of the costs of improvements to the Airport's Parking Facilities. The Chairman and Secretary are authorized and directed to enter into that Promissory Note in the amount of \$750,000.00, payable at 4.5% in fifty-nine (59) monthly consecutive principal and interest payments of \$14,003.06, commencing on February 1, 2018. The Chairman and Secretary are also authorized to execute such other loans documents, including the Loan Agreement, which may reasonably be requested by Alpine Bank. Commissioner Agnew seconded the motion and the motion passed unanimously.

There being no further business, Commissioner Elliott motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 5:55 pm.