

**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 24, 2015 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Commissioner Myers called the meeting to order at 5:00 p.m.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Paul Cicero		Mike Dunn	X	Isaac Guererro - RRStar
K. Edward Copeland	X	Shelly Cassaro	X	Chris Millard - Protec
Tom Dal Santo	X	Ken Ryan		
Pat Derry	X	Matt Zinke	X	
Jeff Lee	X	Kathy Bruggeman	X	
Tom Myers	X	Zach Oakley	X	
Ray Wetzel	X	Carol Moyer		
Tom Lester – legal counsel	X	Jeff Polsean	X	
		Jan Benoit	X	

A motion was made by Commissioner DalSanto, seconded by Commissioner Derry and was unanimously approved to accept the minutes of the August 27, 2015 regular Board Meeting.

**STAFF REPORTS:**

**Zack Oakley – Operations Manager** presented a slideshow on the following:

- Allegiant Airlines, Sun Country Charter, NIU Charter & United Express (maintenance at Emery) all at RFD at same time.
- American Airlines diversion
- British Airways diversion from London
- Kaney/Code 1 War-Bird Fly In
- British Airways retirement flight
- Frontier Diversion

**Shelly Cassaro – Chief Financial Officer** reported the following:

- At the last meeting it was recommended that we have an in-depth financial session. We are hopeful to conduct that meeting next month as a working session. If that will work for everyone, we will send out a calendar notice.

**Jeff Polsean, Economic Development Manager** gave an update and photo presentation on the following:

- MRO steel construction
- The Terminal expansion project should begin within the next two months. This project is broken into three phases over the next two years.

**Ken Ryan, Director of Business Development** reported the following:

- Day trips to Cub/Cincinnati games were coordinated and sent to our MilesAhead members were sold out within a two-hour timeframe.
- We will be coordinating other day trip destinations and sports games. We will inform the MilesAhead members as soon as the trips are available for sale.

**Mike Dunn** stated that we continue to receive inquiries of potential tenants on the airport. We are handling these inquiries on a one-on-one basis.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:** None

**RESOLUTIONS & ORDINANCES:**

Commissioner Lee motioned to approve **Resolution #15-55** to approve contract modification for Larson & Darby to increase the amount of the contract by \$73,420. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Lee motioned to approve **Resolution #15-56** to approve increase in line of credit with Alpine Bank from \$4,000,000 to \$8,000,000 to authorize the Chairman to execute the note amendment and related loan documents. Commissioner Derry seconded the motion and the motion passed unanimously.

Commissioner Lee motioned to approve **Resolution #15-57** approving RFD Bid #15-104 in the amount of \$36.00 for each segment for a bid price on poly, wire segments and spacer to United Rotary of Lenexa, KS. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Lee motioned to approve **Resolution #15-58** awarding a bid contract for Invitation to Bid (ITB) #15-04 for Metal Panel Cladding Supply and Install for the new

maintenance, repair, and overhaul (MRO) to Area Erectors, Inc. for \$450,810. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

There being no further business, Commissioner Dal Santo motioned to adjourn. The motion was seconded by Commissioner Derry and was unanimously approved. The meeting adjourned at 5:25 pm.