

**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, December 14, 2017 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:02 p.m.

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

A motion was made by Commissioner Dal Santo seconded by Commissioner Elliott and was unanimously approved to accept the minutes of the November 16, 2017 Regular Board Meeting.

**STAFF REPORTS:**

**Mike Dunn, Executive Director**

- The crash/rescue response on behalf of the airport ARFF team, including Deputy Chief Brian Kunce, and the Rockford Fire Department regarding the recent airplane crash was excellent. Shelly Cassaro and Mr. Kunce are the spokespersons for any emergencies of this type. Director Dunn complimented them on their professional media response. He added that Seth Nygren and the Maintenance and Operations staff for their initial traffic coordination and assistance with all of the agencies involved. It was very well managed.

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

- The recent King Air aircraft crash status.
- Progress report on the new cargo concrete project. Brake testing is taking place in hopes of opening the ramp for operations this weekend.
- MD11 cargo charter handled by Pinnacle.

- Volaris executives recently visited RFD for a tour/meeting. Various organizations in the surrounding area were in attendance for this meeting to show support for Mexico destinations from RFD.

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

- Presented financial reports through November.
- The paid parking equipment is currently being installed. We are seeing some challenges in the parking lots due to directional signage but it has been addressed with additional signage that will be installed before next week.

**OLD BUSINESS:** None

**NEW BUSINESS:** Chairman Cicero stated that the GRAA has received the Government Finance Officers Award for the distinguished budget presentation for the 19<sup>th</sup> year in a row. This is a very fine accomplishment by our Finance Department personnel. Congratulations for the good work.

**PUBLIC COMMENT:** None

**RESOLUTIONS & ORDINANCES:**

Commissioner Elliott motioned to approve **Resolution #17-51** approving the GRAA Employee Holidays for CY 2018. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-52** approving the Board of Commissioners regular meeting schedule for CY2018. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-53** approving a contract with Kelso/Burnett for the installation of Hirsch Electronic Access Control System in the amount of \$113,450.00 contingent upon TSA approval and reimbursement. Commissioner Derry seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #17-54** approving a contract with Blue Cross Blue Shield of Illinois for group health insurance for 2018, including the PPO plan and HSA option. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

There being no further business, Commissioner Derry motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 5:51 pm.