

**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, May 31, 2018 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:09 p.m.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew		Mike Dunn	X	Rebecca Epperson – Chartwell
Paul Cicero	X	Shelly Cassaro	X	Karli Smith - Chartwell
K. Edward Copeland	X	Ken Ryan		
John Elliott		Kathy Bruggeman	X	
Tom Dal Santo	X	Zack Oakley	X	
Pat Derry	X	Jeff Polsean		
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 Copeland and was unanimously approved to accept the minutes of the April 26, 2018 Regular Board Meeting.

STAFF REPORTS:

Zack Oakley - Deputy Director of Operations and Planning reported the following:

- Construction on Alpha and Gulf taxiways will begin on June 4 and continue for an estimate of 45 days. Aircraft on the ramp will be affected.
- Phase IIA Ramp construction project will begin June 18 and continue through late September.
- Trench drain project on the UPS ramp should be completed by June 18. UPS operations has not been affected by this project.

Seth Nygren, Operations Manager reported the following:

- We had several recent diversions due to storms. United Airlines had the most. They would like to talk with RFD about staging equipment here.

Matt Zinke – Maintenance Manager reported the following:

- The Airport sign in front of the Terminal Building will be relocated to the new entrance on Airport Drive.

Shelly Cassaro – Deputy Director of Finance and Administration reported the following:

- FY2019 Budget is on the agenda for passage tonight.
- A ten-year revenue/expenses report was submitted including the projects that will begin in this budget year.

Mike Dunn – Executive Director reported the following:

- The Airport Authority had two employees retire this week, Carol Moyer and Ken Ryan. Congratulations to both!

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Derry motioned to approve **Ordinance #18-01** adopting the Budget and Appropriation Ordinance for fiscal year beginning May 1, 2018 and ending April 30, 2019. Commissioner Dal Santo seconded the motion. A roll call vote indicated five ayes and zero nays and the motion passed unanimously.

Commissioner Derry motioned to approve **Resolution #18-21** approving the Amendment to the Agreement for Janitorial Services with Morgan Building Maintenance, Inc. for the second option and the new rate of \$10,957 per month from April 1, 2018 through September 30, 2019. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Derry motioned to approve **Resolution #18-22**, approving a one (1) year Domestic Air Service Development contract between the Greater Rockford Airport Authority and Volaire Aviation Consulting, in the amount of \$20,000.00. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Derry motioned to approve **Resolution #18-23** approving an Independent Contractor Agreement for consulting services.

Commissioner Derry motioned to approve **Resolution #18-24** approving ITB#18-03 for the purchase of a crack seal machine with air compressor from Sealmaster of Streamwood, IL in the

amount of \$62,773.

Chairman Cicero motioned to enter into Executive Session pursuant to 5 ILCS120/2 (c) (5) of the Open Meetings Act to discuss the purchase or lease of real property for use of the public body. Executive Session was entered at 5:30 pm.

There being no further business, Commissioner Myers motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 5:40 pm.