

**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 27, 2018 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	Brian Kunce ARFF – Protec
Paul Cicero	X	Shelly Cassaro	X	Adam Wold – Emery/Volo
K. Edward Copeland		Ken Ryan		
Tom Dal Santo	X	Kathy Bruggeman	X	
Pat Derry	X	Zack Oakley	X	
Tonya Lamia	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 Derry and was unanimously approved to accept the minutes of the August 23, 2018 Regular Board Meeting. A motion was made by Commissioner Dal Santo, to accept the minutes of the Planning & Finance Committee Meeting held on September 20, 2018. Commissioner Derry asked for an amendment to mark him as absent. Commissioner Dal Santo seconded the amendment. Once amended, the commissioners unanimously approved to accept the minutes.

STAFF REPORTS:

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

- The Comprehensive Annual Financial Report is before you in final form.
- In addition, the August financials are also before you. The numbers are the same as the preliminary numbers presented last week. Departmental reports are now included. If you have any questions, please reach out via phone or email and I will be happy to answer them.
- We interviewed health insurance brokers this week. A new RFP was sent with a few new additions. A four-person committee reviewed and interviewed the four respondents.

We plan to bring before you the committee's recommendation at the Planning & Finance Committee meeting next month.

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

- The ramp addition to the International Cargo Building (Phase 2A) is underway and on schedule.
- Construction is complete on taxiways Alpha and Gulf (off of Foxtrot).

Jeff Polsean – Economic Development Manager presented a PowerPoint presentation on the following:

- Terminal Building 1st floor (secured area).
- Restaurant/kitchen area
- Restrooms

Mike Dunn – Executive Director reported the following:

- The USDA is currently conducting surveys for our wildlife assessment.
- Ken Ryan and Zack Oakley will be attending the TIACA conference in Toronto, Canada this month. They will be meeting several cargo carriers.
- Shelly Cassaro and Zack Oakley will be attending the Allegiant Airport Conference this month in Savannah, Georgia this month as well.
- The Rockford Award will be presented to UPS Airlines on October 1.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Lamia motioned to approve **Resolution #18-44** awarding RFD ITB#18-08 for the demolition and removal of the property located at 5855 Falcon Road, referred to as Building 30, to Northern Illinois Services Company in the amount of \$69,587. Commissioner Agnew seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-45** awarding a four-year for MRO Fire Suppression system maintenance contract to Absolute Fire Protection of Rockford, IL in the amount of \$177,844. Commissioner Derry seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-46** approving a Net Ground Lease with LGSTX Services, Inc for approximately 157,427 square feet to be used for additional truck parking. Commissioner Derry seconded the motion and the motion passed unanimously.

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 6:08 pm.