

**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, July 28, 2022, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Vice-Chairman Myers called the meeting to order at 5:00 pm.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	Tracey Halbrader
Paul Cicero		Shelly Cassaro	X	Citizens (6)
Tom Dal Santo		Kathy Bruggeman	X	
Tonya Lamia	X	Zack Oakley	X	
Tom Myers	X			
Mike Schablaske	X			
Leslie West	X			
Tom Lester	X			

A motion was made by Commissioner Dal Santo, seconded by Commissioner Schablaske, and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on June 23, 2022, and the Planning and Finance Committee Meeting on June 16, 2022.

**STAFF REPORTS:**

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

- The auditors have completed the field work and it has gone very well. We are waiting to hear back from them on the final report.
- Financial report:
  - Two months into the fiscal year, we are still reconciling all capital expenses.
  - Revenue is coming in over budget related to parking and landing fees.
    - Operating revenue is 7% over budget. Expenses are 8.3% under budget.
  - The capital report is almost finalized.

**Zack Oakley – Deputy Director of Operations and Planning** gave a PowerPoint Presentation on the following:

- Cargo statistics for June exceeded year-over-year by about 9%. We are ahead of schedule and under projection.
- UPS supply chain will continue to grow operations with the addition of Atlas. They are ahead of last year's operations.
- Amazon has added flights as well so they will have increased operations this year.
- Passenger statistics through June. Passenger load factors for all Allegiant destinations are above 90%. Sarasota seasonal service will be returning this year. We are hopeful that Destin will resume in the spring as a seasonal destination but are waiting to hear from Allegiant.
- Apple Vacations will not be offering seasonal service to RFD this year. We are still pursuing service communicating with them periodically.
- Fuel farm pad development. We are working with World Fuel on a three-phase solution to the fuel demands for the cargo operations. This is part of a five-to-seven-year plan. This project is funded through a fuel flowage agreement.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENTS:**

Jay Krall of Palatine, IL., a former reporter from the Wall Street Journal and a current software executive commented on the Bell Bowl Prairie and the airport perimeter road.

**RESOLUTIONS & ORDINANCES:**

Commissioner Schablaske motioned to approve **Resolution #22-25**, approving an Advertising Agreement with WTVO, Fox39, My Stateline Digital for a two-month television and digital campaign for \$33,500. The motion was seconded by Commissioner Lamia and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-26** approving a Contract in the amount of \$647,381.04 with no alternates to William Charles Electric of Rockford, Illinois, for the West Cargo Apron Re-cabling. The motion was seconded by Commissioner West and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-27** approving a Contract in the amount of \$6,688,718.98 to William Charles Construction of Rockford, Illinois, for the Runway 7/25 South Parallel Taxiway P Phase 1 project. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-28** approving a Contract not to exceed \$235,000 for Urea for winter snow maintenance, to Quad Chemical Company of Virginia

Beach, Virginia. The motion was seconded by Commissioner Lamia and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-29** approving a Contract not to exceed \$370,000 for Potassium Acetate for winter snow maintenance, to Cryotech De-Icing Technologies of Fort Madison, Iowa. The motion was seconded by Commissioner West and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-30** approving a Contract not to exceed \$100,000 for Sodium Formate for winter snow maintenance, to Nachurs Alpine Solutions of Marion, Ohio. The motion was seconded by Commissioner Lamia and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-31** approving a Purchase Order to Patriot Pavement Maintenance of Wheeling, Illinois not to exceed our budget of \$124,000 for Sealcoating of needed pavement. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-32** approving Design Build Contract with Scandroli Construction Co. for construction of a temporary fuel farm at 6020 Cessna Drive for an amount currently estimated at \$478,812. The motion was seconded by Commissioner Lamia and was unanimously approved.

Commissioner Schablaske motioned to approve **Ordinance #22-02** approving the Rates and Charges for the period beginning August 15, 2022, for the Greater Rockford Airport pursuant to the provisions of 70 ILCS 5/8.04. The motion was seconded by Commissioner Agnew and was unanimously approved by roll call vote with five ayes and zero nays.

Vice Chairman Myers made a motion to enter into Executive Session Pursuant to Section 5 ILCS 120/2(d) (5) of the Open Meetings Act to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. The motion was seconded by Commissioner West and unanimously approved. Executive session was entered.

There being no further business, Vice-Chairman Myers motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 6:10 pm.