

**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, February 27, 2025, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:03 pm.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Zack Oakley	X	Catherine Povalitis – Chartwell
Jake Castanza	X	Shelly Cassaro	X	Shaquil Manigault – Chartwell
Paul Cicero	X	Kathy Bruggeman		
Tom Myers	X	Tracey Halbrader	X	
Dianne Parvin	X	Mike Peranich	X	
Mike Schablaske	X	Chip Geiger	X	
Leslie West	X			
Tom Lester	X			

A motion was made by Commissioner Agnew, seconded by Commissioner Myers, and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on January 23, 2025. A motion was made by Commissioner Agnew, seconded by Commissioner Myers and unanimously approved to accept the minutes of the Planning & Finance Committee Meeting on February 20, 2025.

STAFF REPORTS:

Michelle Cassaro, Deputy Director of Finance and Administration, reported the following:

- The tentative budget is on the agenda for approval. Any changes can be presented to be made to the tentative budget for procedural review and potential adjustments. The final budget will be approved in April after the public hearing.

Michael Peranich, Director of Operations and Maintenance, reported the following:

- We were able to finally use our snow melter. We were very pleased with the results. This gives a good example of what to expect for next year’s snow removal planning and budget.
- Good news on the new ARFF truck. Final inspection was carried out yesterday and we should receive the truck next week.

- We will be receiving a donated airplane from Rock Valley College for our Triennial Disaster Drill on April 25th.

Zachary Oakley – Executive Director, reported the following:

- January cargo statistics are up 19% overall. We saw 150 more landings year over year. We still expect continued growth for 2025 for domestic and international cargo flights.
- Passenger numbers for the month of January were impressive as well. We are up 15% year over year. We did experience our parking lots being a bit stressed in the first quarter of the year. We are using the overflow lot across the street. We utilized the F Lot this year for the first time. We are on track to have 40,000 passengers depart RFD for the month of March.
- Amazon was on-site last week with our new airport affairs representative. We had a very good conversation about RFD. They are very satisfied with their operation at RFD.
- Kishwaukee Road modifications will be bid in mid-March. This project is to improve truck traffic flow.
- Our FAA Annual Airfield Inspection will be conducted in March.

NEW BUSINESS: None

OLD BUSINESS: None

PUBLIC COMMENTS: None

RESOLUTIONS & ORDINANCES:

Commissioner Castanza made a motion to approve **Resolution #25-02** approving the Design Phase Agreement with Crawford, Murphy & Tilly, Inc. (CMT) for the Rehabilitate Taxiway Lighting and Signage (Phase 1) project. The motion was seconded by Commissioner Schablaske and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-03** to approve a purchase order in the amount of \$87,719 for a Mobil Ground Power Unit from TLD America, Windsor CT. The motion was seconded by Commissioner Myers and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-04** to approve a purchase order in the amount of \$128,892 for SFFF Foam from WS Darley and Sons of Itasca, IL. The motion was seconded by Commissioner West and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-05** to approve a three-year contract with two one-year options in the amount of \$123,000, to Baker Tilly US of Madison WI for independent auditing services. The motion was seconded by Commissioner West and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-06** to approve a contract in the amount of \$28,260 for internet transmission from Stratus Networks of Peoria Heights, IL. The motion was seconded by Commissioner Schablaske and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-07** to approve a contract in the amount of \$1,570,910.46 for ramp pavement repairs to Sjostrom and Sons Construction of Rockford, IL. The motion was seconded by Commissioner Schablaske and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-08** to approve a purchase order in the amount of \$151,299 for gate furniture for the terminal, from KI of Green Bay WI. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-09** adopting the tentative Budget and Appropriation Ordinance for fiscal year beginning May 1, 2025, and ending April 30, 2026. The motion was seconded by Commissioner Agnew and unanimously approved.

There being no further business, Commissioner Castanza motioned to adjourn the regular meeting. The motion was seconded by Commissioner Agnew and passed unanimously. The meeting was adjourned at 5:24 pm.