

**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 22, 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	ARFF
Al Caruana	X	Michelle Cassaro	X	Chip Geiger
Jake Castanza	X	Michael Peranich	X	Shaquil Manigault
Paul R. Cicero	X	Tracey Halbrader	X	
Dianne Parvin	X	Kathy Bruggeman	X	
Mike Schablaske	X			
Leslie West	X			
Tom Lester	X			

A motion was made by Commissioner Agnew, seconded by Commissioner West, and was unanimously approved to accept the minutes of the Planning & Finance Committee Meeting on May 15, 2025. A motion was made by Commissioner Agnew, seconded by Commissioner West, and was unanimously approved to accept the minutes of the Regular Board Meeting of the Commissioners on April 24, 2025. A motion was made by Commissioner Agnew, seconded by Commissioner Schablaske to accept the Public Hearing minutes of April 24, 2025.

STAFF REPORTS:

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

- She thanked Tracey Halbrader for the excellent job in presenting the April financials. The auditors will start in June with their preliminary visit with the final visit in July.
- Business insurance is on the agenda tonight. There is an 8% year-over-year increase. Michael Alesia, Michael Peranich, Shannon Stevens took a couple of the properties out and conducted a thorough evaluation of all properties. Our insurance broker, Michael Alesia, is working on bringing the properties insurance down. The broker is bid out every five years. This will be the last year for Alliant and we will then go out for bid for next year's renewal.



Michael Peranich, Director of Operations and Maintenance, presented photos and an overview of the following:

- We received approval from the FAA for a grant for two electric vehicles for the maintenance department. We are tentatively looking at two F-150 lightnings to be submitted in early June.
- CMT received bids for the redesign taxiway project. We will be rebidding this project for a mid-July start.
- We've already held 25 tours and there are more scheduled.
- We will be holding the annual Wildlife seminar in July for all maintenance and operations staff. We also offered this training to other surrounding airports to participate if they are interested.

Zack Oakley, Executive Director, reported the following:

- Thanked Michael Peranich for pursuing a grant for the purchase of electric vehicles.
- Passenger numbers climbed about 7% year-over-year for April. We have a new representative with Allegiant and we're anticipating a seamless change.
- Cargo was up 26% for the largest month ever. We will be receiving our first flight with perishables through Maersk this week.
- We worked with Amazon on the coordination of their parking lot this week. The City and County have been very helpful with the permits for this project and have been extremely supportive. This will help with the traffic flow for employees and trucks by adding two lanes.
- Air Cargo Europe, the largest bi-annual air cargo event, is in two weeks. We will have a booth and proper staffing at the event. About 75,000 visitors are expected to attend.
- We are wrapping up two studies, one is through Purdue for e-commerce. We should be able to closeout that report within the next month. The other is the Airport Cargo best practices study. We were one of the airports selected for the study through DEO.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENTS: None

RESOLUTIONS & ORDINANCES:

Commissioner Caruana made a motion to approve **Resolution #25-23** approving the new Board of Commissioners Slate of Officers for June 1, 2025, through May 31, 2026, as follows: Chairman - Mike Schablaske, Vice-Chairman – Jake Castanza, Treasurer – Paul R. Cicero, Secretary – Pat Agnew, Assistant Secretary – Dianne Parvin, Commissioner – Leslie West, Commissioner – Al Caruana. The motion was seconded by Commissioner Schablaske and unanimously approved.

Commissioner Caruana made a motion to approve **Resolution #25-24** approving a five-year retainer agreement with Crawford, Murphy and Tilly (CMT) for Engineering Consulting from May 1, 2025, through April 31, 2030. The motion was seconded by Commissioner Agnew and unanimously approved.



Commissioner Caruana made a motion to approve **Resolution #25-25** approving the third amendment to the lease agreement for 6000 Beltline Road with Sjostrom & Sons, Inc. of Rockford, IL. The motion was seconded by Commissioner West and unanimously approved.

Commissioner Caruana made a motion to approve **Resolution #25-26** to approve a one-year Cooperative Service Agreement in the amount of \$114,357.82 for wildlife management with the United States Department of Agriculture Animal and Plant Health Inspection Service (APHIS) and Wildlife Services (WS). The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Caruana made a motion to approve and seconded by Commissioner Castanza for **Resolution #25-27**, approving business insurance renewals for the period beginning July 1, 2025, through June 30, 2026, as set forth below:

Coverage	Broker/Carrier	2024-2025	2025-2026
Airport General Liability	AIG	\$48,000	\$48,000
Property	Estimate - Vendor to be determined	242,912	248,637
Equipment	AIG	18,270	19,366
Crime	Hanover Insurance Company	2,568	2,568
Business Auto	Preferred Aviation/AIG	42,159	59,807
Public Officials/EPLI	Greenwich Insurance Company	28,145	28,155
Storage Tank	Crum & Forster	4,201	3,117
Customs Bond	Argonaut Insurance Company	1,000	1,000
Cyber Liability	Estimate - Vendor to be determined	12,801	22,000
	Total Business Insurance	400,056	432,650
Workers Compensation	Beacon Aviation/AmTrust	86,802	90,111
	Total	\$486,858	522,761



Commissioner Caruana made a motion to approve **Resolution #25-28** approving a one-year service agreement with On-Line Security Systems of Rockford, IL. The motion was seconded by Commissioner West and unanimously approved.

There being no further business, Chairman Cicero motioned to adjourn the regular meeting. The motion was seconded by Commissioner Agnew and passed unanimously. The meeting was adjourned at 5:26 pm.