

**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, January 25, 2024, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:05 pm.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Zack Oakley	X	Audrey Moon, Chartwell
Jake Castanza	X	Shelly Cassaro	X	Brad - ARFF
Paul Cicero	X	Kathy Bruggeman	X	
Tom Myers	X	Tracey Halbrader	X	
Dianne Parvin	X	Mike Peranich	X	
Mike Schablaske	X	Matt Zinke		
Leslie West	X	Chip Geiger	X	
Tom Lester	X			

A motion was made by Commissioner Agnew, seconded by Commissioner Castanza, and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on December 21, 2023.

STAFF REPORTS:

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

- Monthly financials through December 2023.
- Cash position has increased compared to the prior year.
- Operating reserves have increased to meet the Airport reserve goal.
- Total revenues exceed expenses by \$7.2 million.
- Operating revenues are currently on target year to date.
- Operating expenses are in line with the budget year to date.

We are working on FY25 budget and will bring a tentative budget to the February board meeting for approval.



Michael Peranich – Director of Operations and Maintenance presented the following PowerPoint presentation:

- December 31, 2023, Migrant flight overview. Local leadership has formulated a plan for any future flights.
- Snow removal event in January and clean up. He thanked the crews for their work in keeping the runways open and safe.
- Tours – we have established relationships with local schools. We hosted three different school groups over eight days. The tours include AAR, Code 1 Aviation, ARFF and SRE if timing permits. All tours are provided free of charge. These tours are a great way to promote aviation to youth, which makes it better for RFD as well as the industry.

Zachary Oakley – Executive Director, reported the following:

- Cargo numbers for 2023 are published. RFD saw a 3.1% reduction in landed weight from last year. The rankings have not yet been released by the FAA.
- We are beginning to see cargo charter companies reaching out for more information on RFD.
- We met today with a new international cargo carrier regarding scheduled service operating at RFD. We should be notified soon about their decision.
- We reached out to Allegiant on adding more destinations and growing service at RFD. We have started planting the seeds with their air service development team. The Airport is increasing the marketing dollars for advertising and promotion. We also plan to reach out to the Rockford Area Convention and Visitors Bureau to assist with obtaining data to assist in these efforts.

Vice-Chairman Myers asked about the cargo rankings information. Executive Director Oakley stated that information will be coming out either today or at least very soon. Mr. Myers also asked about air service grants. Mr. Oakley gave an overview of the past Small Community Air Service Development (SCASD) grant and future grant efforts that are in the works.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENTS: None

RESOLUTIONS & ORDINANCES:

Commissioner Castanza motioned to approve **Resolution #24-01**, approving a revision to Resolution #23-58 approved on October 26, 2023, to Oshkosh Airport Products of Neenah, WI, for a new ARFF vehicle. With added options, an additional \$116,048 will be added, bringing the total expenditure to \$1,331,195. The motion was seconded by Commissioner Agnew and passed unanimously.



Commissioner Castanza motioned to approve **Resolution #24-02** approving a contract with Honeywell Building Technologies of Atlanta, GA, for a guaranteed energy savings contract for our Terminal. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Castanza motioned to approve **Resolution #24-03** approving purchase of a snow fighter plow truck from Bonnell Industries, Inc., of Dixon, IL for \$516,809.62. This is an approved Sourcewell cooperative purchase contract. The motion was seconded by Commissioner Agnew and passed unanimously.

There being no further business, Commissioner Cicero motioned to adjourn. The motion was seconded by Commissioner Myers and was unanimously approved. The meeting adjourned at 5:30 pm.