

**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, October 26, 2023, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:07 pm.

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

A motion was made by Commissioner Schablaske, seconded by Commissioner West, and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on September 26, 2023, and the Planning & Finance Committee Meeting on October 19, 2023.

STAFF REPORTS:

Shelly Cassaro – Deputy Director of Finance and Administration:

- Working on Employee health insurance renewal. We compared premiums for three companies to make the decision. There is a 4% increase in premiums year-over-year. Open enrollment will take place in November.

Zack Oakley – Deputy Director of Operations and Planning presented the following information:

- Taxiway sawcut and repair work area. Portions of the taxiway were closed at separate intervals for two nights for the repairs.
- Pictures and video of the first annual Snow Dog Rodeo with Maintenance, Operations, and Administrative staff. Jerry Maynard took the first-place prize. Training was held in the afternoon after the event.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENTS: None

RESOLUTIONS & ORDINANCES:

Commissioner Parvin motioned to approve **Ordinance #23-03** providing for the levy and assessment of taxes for the fiscal year of the Greater Rockford Airport Authority, Winnebago County, Illinois beginning May 1, 2023, and ending April 30, 2024. The motion was seconded by Commissioner Agnew. A roll call vote was taken with 6 ayes and 0 nays. The motion passed unanimously.

Commissioner Parvin motioned to approve **Resolution #23-58** awarding a contract in the amount of \$1,215,147 to Oshkosh Airport Products of Neenah, WI, for a new ARFF Vehicle. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Parvin motioned to approve **Resolution #23-59** approving a purchase order with Air One Equipment, Inc, of South Elgin, IL, for Self-Contained Breathing Apparatus equipment for ARFF for \$51,610. The motion was seconded by Commissioner West and passed unanimously.

Commissioner Parvin motioned to approve **Resolution #23-60** approving a contract with Anthem Excavating and Demolition of Itasca, IL for the demolition of the building at 5497 Kishwaukee Road, based on the scope in RFQ 23-23 for \$60,500. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Parvin motioned to approve **Resolution #23-61** approving a renewal of a software contract with Azteca Systems LLC, d/b/a CityWorks for \$35,053.20. The motion was seconded by Commissioner Agney and passed unanimously.

Commissioner Parvin motioned to approve **Resolution #23-62** approving a purchase order with Montel Technologies of Loves Park, IL, for \$28,718.60 for redundant security software. An additional purchase order for \$7,781.41 will be processed for the Prowatch software renewal. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Parvin motioned to approve **Resolution #23-63** approving a five-year lease with Code1 Aviation for 1651 Falcon Road, Rockford, IL. The motion was seconded by Commissioner West and passed unanimously.

Commissioner Parvin motioned to approve **Resolution #23-64** approving a Host Airport Agreement in partnership with Chicago Department of Aviation (CDA) and Chicago Rockford International Airport for the First ICAO/AAAE/IAAE Global Air Cargo Summit and Exhibition for \$25,000. The motion was seconded by Commissioner Agnew and passed unanimously.



Commissioner Parvin motioned 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 Schablaske and a roll call vote of six was unanimously approved.

Commissioner Myers motioned to adjourn Executive Session seconded by Commissioner West. Executive session was adjourned at 6:09 pm and the regular meeting was resumed.

Commissioner Myers motioned to approve **Resolution #23-65** terminating leases with Emery for 6020 and 6026 Cessna Drive properties. The motion was seconded by Commissioner Agnew.

There being no further business, Commissioner Cicero motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 6:15 pm.