

**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 29, 2020 in the Greater Rockford Airport Authority Executive Conference Room, 60 Airport Drive, Rockford, IL. and www.Zoom.com.

Chairman Cicero called the meeting to order at 5:04 pm.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	ZOOM	Mike Dunn	X	WIFR Reporter
Paul Cicero	X	Shelly Cassaro	X	
Tom Dal Santo	Absent	Kathy Bruggeman	X	
Tonya Lamia	ZOOM	Zack Oakley	X	
Tom Myers	ZOOM	Jeff Polsean		
Mike Schablaske	ZOOM	Matt Zinke		
Leslie West	Absent	Seth Nygren		
Tom Lester	X	Tracey Halbrader	X	
		Chip Geiger	X	

A motion was made by Commissioner Agnew seconded by Commissioner Myers and was unanimously approved by roll call vote to accept the minutes of the September 24, 2020 Regular Board Meeting.

**OLD BUSINESS:** None

**NEW BUSINESS:** Ken Ryan, Air Cargo Consultant, gave an update on Senator flights and connections he has made with other cargo companies to encourage them to run flights from RFD in the near future. One of the largest freight forwarding companies in the world is looking to switch their flights to RFD. Had a meeting with Americold in Rochelle, IL for possible COVID vaccine storage. We have a very bright future for cargo.

**STAFF REPORTS:**

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

- September financials – At-a-glance, revenue/expenses, statement of cash and disbursements. Statement of cash is on target. We have received a large amount of our

property taxes. Year-to-date revenue is at \$4 million. We have received \$172,000 from United Airlines for storing their aircraft which was not budgeted.

- Health Insurance Renewal – Only a 1.7% increase year-over-year. Most companies are seeing around 7%.

**Zack Oakley - Deputy Director of Operations and Planning** reported the following with a PowerPoint presentation:

- Passenger statistics - monthly: 69% average capacity (load factor) for all destinations. The Sarasota, FL destination has started back up. Leisure travel, in general, is coming back much faster than anticipated.
- Monthly air cargo landed weight: up 20% year-over-year. Companies are gearing up for the possibility of the COVID vaccination distribution.
- Cargo ramp extension/construction – phase 3, still on track for mid-November opening. They are working on the taxiway connection with the new ramp.
- Construction has begun on the new International Cargo Facility.

**OLD BUSINESS:** None

**PUBLIC COMMENT:** None

#### **RESOLUTIONS & ORDINANCES:**

Commissioner Schablaske motioned to approve **Resolution #20-52** approving ITB #20-22 for the use of equipment and personnel from Konstruction Services of Rockford, Illinois as needed to remove snow and ice from airside property. The motion was seconded by Commissioner Agnew and was unanimously approved by roll call vote.

Commissioner Schablaske motioned to approve **Resolution #20-53** approving an \$11 million loan with Blackhawk Bank, Rockford, IL to be used to construct a mid-field international cargo building. The motion was seconded by Commissioner Agnew and was unanimously approved by roll call vote.

Commissioner Schablaske motioned to approve **Resolution #20-54** approving the awarding of a Purchase Order with United Rotary Brush Company of Lenexa, Kansas, for replacement Brush Segments as needed within budget. Estimated expenditure is \$52,470 for 1,440 replacement segments, same as FY 2020. The motion was seconded by Commissioner Agnew and was unanimously approved by roll call vote.



Commissioner Schablaske motioned to approve **Resolution #20-55** approving the awarding of a Purchase Order with Alta Equipment in the amount of \$48,513.67 for repair of the Loader 83 transmission. The motion was seconded by Commissioner Agnew and was unanimously approved by roll call vote.

Commissioner Schablaske motioned to approve **Resolution #20-56** approving the declaration of surplus property of a 1995 Neoplan Citiliner Bus, VIN 1N9TA16A75SLO13085, for the purpose of selling on either Gov Deals auction site or other approved method. The motion was seconded by Commissioner Agnew and was unanimously approved by roll call vote.

Commissioner Schablaske motioned to approve **Ordinance #20-02** providing for the levy and assessment of taxes for the fiscal year of the Greater Rockford Airport Authority, Winnebago County, Illinois beginning May 1, 2020 and ending April 30, 2021. The motion was seconded by Commissioner Agnew and was unanimously approved by roll call vote.

There being no further business, Commissioner Agnew made a motion to adjourn. The motion was seconded by Commissioner Dal Santo and was unanimously approved on a roll call vote. The meeting adjourned at 5:43 pm.