

**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, November 16, 2017 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

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

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	
Paul Cicero	X	Shelly Cassaro	X	
K. Edward Copeland	X	Ken Ryan	X	
John Elliott		Kathy Bruggeman	X	
Tom Dal Santo	X	Zach Oakley	X	
Pat Derry		Jeff Polsean	X	
Tom Myers	X	Matt Zinke	X	
Tom Lester – legal counsel	X	Seth Nygren	X	

A motion was made by Commissioner Dal Santo seconded by Commissioner Agnew and was unanimously approved to accept the minutes of the October 26, 2017 Regular Board Meeting.

STAFF REPORTS:

Mike Dunn, Executive Director

- Staff presented the departmental reports

Matt Zinke – Maintenance Manager reported the following:

- Snow removal preparations are still under way for operations/chemicals/equipment/staffing in order to accommodate the new cargo operations.

Zack Oakley - Operations Manager reported the following:

- We are experiencing a 45% growth in cargo landed weight year-over-year.
- UPS will be ramping up their schedule starting next Monday am.
- The Pinnacle operation is approaching peak capacity as well.
- Aircraft parking issues are being addressed.

- The ramp construction progress is a little slower than anticipated due to the cold temperatures. We are working with the contractors, airlines, etc. on this progress.

Jeff Polsean – Economic Development Manager reported the following:

- New TSA office in the Terminal Building progress.
- Terminal Building second floor restrooms.
- Temporary natural gas furnaces are being rented during the construction process to regulate the temperature in the entire building.

Shelly Cassaro – Chief Financial Officer reported the following:

- The Financial statements were reviewed.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Agnew motioned to approve **Resolution #17-46** approving and authorizing the execution of a Promissory Note and related Loan Agreement with Alpine Bank in the amount of \$16,762,189.89, the proceeds of which will be used to refinance the existing Note with the Bank relating to the costs associated with the AAR Project that are to be paid for through a grant from the State of Illinois. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Ordinance #17-04** providing for the levy and assessment of taxes for the fiscal year of the Greater Rockford Airport Authority, Winnebago County, Illinois beginning May 1, 2017 and ending April 30, 2018. A roll call vote indicated six (6) ayes and zero (0) nays. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #17-47** approving a new Commercial Operating Agreement with Emery Air, Inc. beginning December 1, 2017, for one (1) year which will automatically extend for another year unless terminated in accordance with the terms of the Commercial Operating Agreement. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #17-48** to approve the lease of two (2)

Wheel Loaders from Westside Tractor of Rockford, IL at \$14,000 each for the 2017-2018 snow season. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #17-49** to approve the purchase of a Snow Box (Ramp Hog) from Westside Tractor of Rockford, IL in the amount of \$10,500. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #17-50** to approve a retainer agreement with Crawford, Murphy & Tilly, Inc. for consulting services for Cityworks asset management implementation not to exceed \$30,000 for a one-year retainer. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

There being no further business, Commissioner Agnew motioned to adjourn. The motion was seconded by Commissioner Copeland and was unanimously approved. The meeting adjourned at 5:50 pm.