

**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, December 19, 2019 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:01 p.m.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	Rebecca Epperson - Chartwell
Paul Cicero	X	Shelly Cassaro	X	Chris Fisher – GRAA
K. Edward Copeland	X	Kathy Bruggeman	X	
Tom Dal Santo	X	Zack Oakley	X	
Pat Derry	X	Jeff Polsean		
Tonya Lamia	X	Matt Zinke	X	
Tom Myers	X	Seth Nygren	X	
Rick Porter – legal counsel	X	Tracey Halbrader	X	

A motion was made by Commissioner Myers seconded by Commissioner Dal Santo and was unanimously approved to accept the minutes of the November 21, 2019 Regular Board Meeting.

STAFF REPORTS:

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

- Monthly financial report – statement of revenue and expenses.
- Health insurance resolution (\$9,000 decrease in premium year-over-year).
- Fiscal account manual – Federal and State requirements.

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

- Monthly cargo year-to-date numbers – 9% increase in landed weight year-over-year
- Cargo planes who visited RFD this week

Seth Nygren – Operations Manager reported the following:

- Exit doors/lanes are now operational and secure.
- New stairs, escalators, and the elevator are operational also.
- The old steps and escalators will be demolished in the next 60 days.

Mike Dunn, Executive Director reported the following:

- We continue to have discussion with Volaris on a Mexico based destination.

- Allegiant Executives visited with our management team for the first time in 15 years. It was a very positive and productive visit.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Lamia motioned to approve **Resolution #19-51** approving an amendment of the construction phase engineering services agreement with Crawford, Murphy & Tilly, Inc. for Northwest Cargo Apron Expansion – Phase 1. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-52** approving the employee health insurance for 2020 to Blue Cross/Blue Shield of Illinois. The motion was seconded by Commissioner Derry and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-53** pursuant to 5 ILCS 120/2.06(C), the Board hereby approved the destruction of all verbatim records of closed session meetings which occurred prior to June 1, 2018. The motion was seconded by Commissioner Dal Santo and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-54** approving FTZ #176 Tariff #6 reflecting updates to the charges, rates, rules and regulations for Foreign Trade Zone No. 176, Rockford, Illinois. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-55** verifying the employee listing for Aircraft Rescue Fire Fighting at Chicago Rockford International Airport. The motion was seconded by Commissioner Dal Santo and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-56** approving a purchase and sale contract for 25 Airport Drive for \$80,000. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Lamia motioned to approve **Resolution #19-57** approving the GRAA Accounting and Fiscal Management Policy Manual. The motion was seconded by Commissioner Agnew and unanimously approved.

There being no further business, Commissioner Myers motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 6:08 pm.