

**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, February 22, 2024, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:36 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	
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 Schablaske, and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on January 25, 2024. A motion was made by Commissioner Agnew, seconded by Commissioner West and was unanimously approved to accept the minutes of the Planning & Finance Committee Meeting on February 15, 2024.

STAFF REPORTS:

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

- January monthly financials were reviewed at the PFC meeting last week. As discussed, it was an extraordinary month for snow removal but other than that the budget is on track. We also presented the Tentative FYE2025 budget of which we are looking for a motion for approval tonight. It will then be publicly posted for 30 days and will be brought to you in April. It is a balanced budget, and we are increasing operating revenue by almost 5% and operating expenses by a little more than 5% with a 32-million-dollar capital budget of which 23 million is federal funding.

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

- Visit from several representatives from Federal Aviation Administration (FAA), including Debra Bartell. The main point of the meeting was to discuss the Airport Master Plan including the Airport Layout Plan (ALP), the Transportation Improvement Plan (TIPS), and discuss funding options. It was a very successful tour of the new private companies located at RFD as well.
- Demolition of the old UPS employment office is underway.

Zachary Oakley – Executive Director, reported the following:

- FAA Meeting
- Announcement of LAX on Allegiant to begin June 12. Head of network planning at Allegiant commented on a local news story regarding the partnership between RFD and Allegiant.
- Cargo – CMA/CGM, we’re still in the game. Peter Wier, CEO of Menzies has been instrumental in coordinating efforts on behalf of RFD. We are hoping to hear of their decision in the next two or three weeks. Menzies will be handling cargo in mid-March. There is a meeting tomorrow with Emery to discuss the transition.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENTS: None

RESOLUTIONS & ORDINANCES:

Commissioner Castanza motioned to approve **Resolution #24-04** adopting the tentative Budget and Appropriation Ordinance for fiscal year beginning May 1, 2024, and ending April 30, 2025. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Castanza motioned to approve **Resolution #24-05** approving the disposal of obsolete computer equipment. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Castanza motioned to approve **Resolution #24-06** approving the Design Phase Agreement with Crawford, Murphy & Tilly, Inc. (CMT) for the Reconstruct Taxiway F project. 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 5:56 pm.