

**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, March 23, 2023, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:00 pm.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	Citizens (6)
Paul Cicero	X	Shelly Cassaro	X	Catherine Povalitis – Chartwell
Tom Dal Santo		Kathy Bruggeman		
Tonya Lamia	Remote	Zack Oakley	X	
Tom Myers	X	Tracey Halbrader	X	
Mike Schablaske	X	Chip Geiger	X	
Leslie West	X			
Tom Lester	X			

A motion was made by Commissioner Agnew, seconded by Commissioner West, and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on February 23, 2022, and the Planning & Finance Committee Meeting on March 16, 2023.

STAFF REPORTS:

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

- Reviewed the financial report through February:
 - We have a very strong cash position thus far into the year. We are still exceeding our revenue projections for the year and keeping our expenses under control. Expenses were up due to snow removal events and chemicals used on the airfield.
 - Tentative Budget Summary – minor adjustments were made. Approval is on the agenda tonight. This reflects a 7% increase in operating revenues, and a 6% increase in operating expenses, \$12.6 million in capital expenses with \$8.3 to be reimbursed through Federal grants.

Zack Oakley – Deputy Director of Operations and Planning gave a PowerPoint Presentation on the following:

- Menzies is in the process of preparing their summer launch operation at the new RFD facility.
- FAA inspection was finalized this week. We will know the outcome of the inspection next week.

- Fuel farm update

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENTS:

- Jennifer Kuroda, President of Audubon Society, of Rockford, IL – She expressed her support for the preservation of the Bell Bowl prairie.
- Amy Doll, Dekalb, IL – She expressed the need to work with the Airport to maintain and retain the remaining acres of the Bell Bowl prairie.

RESOLUTIONS & ORDINANCES:

Commissioner Schablaske motioned to approve **Resolution #23-14** adopting the tentative Budget and Appropriation Ordinance for fiscal year beginning May 1, 2023, and ending April 30, 2024. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #23-15** approving an employment agreement with Zachary D. Oakley. The motion was seconded by Commissioner Myers and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #23-16** approving the Amendment to the Design/Build contract for Building #3 with Scandroli Construction adjusting the final amount to \$8,652,075.97. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #23-17** approving a Design/Build contract with Scandroli Construction for United Parcel Service, Inc. Employment Office Remodel at 53 Airport Drive in the amount of \$925,000. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #23-18** approving a five-year lease with one five-year option with United Parcel Service, Inc. for 53 Airport Drive. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #23-19** approving a Purchase Order for the repair of a garage door at the MRO facility by ASSA ABLOY, the original supplier of the door, for \$21,860. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #23-20** approving a two-year Intergovernmental Agreement with the Metropolitan Airport Authority of Rock Island County, Illinois, for use of a Striker 3000 Crash Fire Rescue Vehicle in the total amount of \$72,000. The motion was



seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #23-21** amending the procurement of vehicles for the Maintenance staff. New and used vehicles have been approved. Obtaining vehicles from the proposed suppliers has been difficult. This amendment will allow procurement of vehicles within the budgeted amounts from any responsible supplier with stock on hand, pending approval from the Deputy Directors. The motion was seconded by Commissioner Agnew and was unanimously approved.

There being no further business, Commissioner Agnew motioned to adjourn. The motion was seconded by Commissioner West and was unanimously approved. The meeting adjourned at 5:25 pm.