

**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, May 27, 2021, 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 5:05 pm.

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

A motion was made by Commissioner Dal Santo, seconded by Commissioner Agnew, and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on April 22, 2021. A motion was made by Commissioner Dal Santo, seconded by Commissioner Agnew, and was unanimously approved to accept the minutes of the Planning & Finance Committee Meeting on April 15, 2021.

OLD BUSINESS: None

NEW BUSINESS: None

STAFF REPORTS:

Mike Dunn – Executive Director reported the following:

- Updates on cargo activity.
- Next Tuesday we will be hosting a Celebration in the new International Cargo Center. Senator Durbin will be present in helping us celebrate three things: UPS ramp expansion, International Cargo Facility, and the United/AAR relationship. The Senator has been instrumental in the growth at RFD.

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

- Preliminary financials for year end. We are waiting on reimbursement money from the CARES funding from the State.
- Our Bonds closed this morning for \$49,995,000.
 - We refunded the \$10.9 million dollar bond for Amazon.
 - We paid off the promissory note for \$7.3 million in cargo building phase I construction to Blackhawk Bank.
 - We opened a bank account at Blackhawk Bank to fund the rest of phase I as well as Phase II.
 - We opened an escrow account for the bonds at Blackhawk Bank.
 - We have the rest in an account at Midland States bank to fund the rest of the aircraft parking ramp and a cargo entrance road – landside.
- Revenue/expenses year-to-date. Operating revenue exceeded the projections by 14%. Operating expenses were under budget.
- Revenue breakdown – biggest increase in revenue is in landing fees and passenger parking revenue.
- Our preliminary Audit begins on June 7. It will be done remotely again this year.
- We have a new intern: Endy Jones will start on June 14th. She attends high school at Roosevelt and would like to pursue a career in aviation/aircraft maintenance. She is a very dynamic young lady and we are happy to have the opportunity to work with her.

Zack Oakley - Deputy Director of Operations and Planning reported the following:

- Phase 4 cargo ramp is under construction with the \$6.5 million dollar addition. William Charles and Sjoström will be completing this project. It should open around the first week of November.
- We are finalizing plans to wrap up the Phase 3 project.
- Cargo landed weight is up 18% year-over-year.
- Midfield ramp bids were received from five companies, very competitive. They are very eager to get started.
- Cargo volumes continue to rise. We have exceeded the 2020 by 18% year-over-year.
- We had a good meeting with the Customs executives regarding some challenges with staffing. They are on the fast track for 24/7 coverage at RFD.
- RFD is 21st in imports/exports in the nation.

OLD BUSINESS: None

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Schablaske motioned to approve **Resolution #21-21** approving an amendment to a current FTZ agreement with UniCarriers Americas Corporation with a company name change to Mitsubishi Logisnext Americas, Inc. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #21-22** approving a Consulting Agreement with Zephyr Government Strategies, LLC of Evanston, IL beginning April 1, 2021 through March 31, 2022. The motion was seconded by Commissioner Dal Santo and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #21-23** to approve the new Slate of Officers for June 2021 – May 2022. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #21-24** approving the award of a Purchase Order to Vanderloop Equipment Company of Beaver Falls, WI, for a used and refurbished 2014 Case Model 200 Tractor, for \$150,000. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #21-25** approving the purchase of runway paint (black, white, and yellow) from Davies Imperial Coatings of Hammond, Indiana. This is the same supplier as last year. Spend will be within FY22 budgeted amounts not to exceed \$42,250. The motion was seconded by Commissioner Dal Santo and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #21-26** approving the purchase of glass paint beads from Swarco Industries of Columbia, Tennessee. This is the same supplier as last year. Spend will be within FY 22 budgeted amounts not to exceed \$35,000. The motion was seconded by Commissioner Dal Santo and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #21-27** approving the awarding of a contract for the South Cargo Apron Expansion to William Charles Construction Company of Rockford, Illinois, in the amount of \$14,867,678.67. This is a joint venture with Sjostrom & Sons. The motion was seconded by Commissioner Dal Santo and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #21-28** approving disposal by the best means possible of a 1982 John Deere 401B Tractor. The motion was seconded by Commissioner Agnew and passed unanimously.

There being no further business, Commissioner Myers made a motion to adjourn. The

motion was seconded by Commissioner Agnew and was unanimously approved on a roll call vote. The meeting adjourned at 6:05 pm.