

**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, June 22, 2017 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

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

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	Karli Smith – Chartwell
Paul Cicero	X	Shelly Cassaro	X	Ray Wetzel – former commissioner
K. Edward Copeland	X	Ken Ryan		ARFF Representative
Tom Dal Santo	X	Kathy Bruggeman	X	
Pat Derry	X	Zach Oakley		
Tom Myers	X	Jeff Polsean	X	
Tom Lester – legal counsel	X			

A motion was made by Commissioner Derry seconded by Commissioner Myers and was unanimously approved to accept the minutes of the April 27, 2017 Regular Board Meeting. A motion was made by Commissioner Agnew seconded by Commissioner Dal Santo and was unanimously approved to accept the minutes of the April 27, 2017 Public Hearing. A motion was made by Commissioner Derry seconded by Commissioner Agnew and was unanimously approved to accept the minutes of the May 18, 2017 Planning & Finance Committee Meeting. A motion was made by Commissioner Dal Santo seconded by Commissioner Myers and was unanimously approved to accept the minutes of the June 15, 2017 Planning & Finance Committee Meeting.

STAFF REPORTS:

Mike Dunn, Executive Director reported the following:

- Condolences to Matt Zinke on his father’s recent passing.
- Congratulations to Zach & Linda Oakley on the birth of their new baby boy.
- Ken Ryan had a very good visit out west with an airline carrier. If it all goes as planned, service would begin in March 2018 with an announcement six months prior to the first flight.

- Maintenance/Operations are busy this time of year with lawn mowing and pavement surface repairs.
- UPS' 15 new flights per week will begin next month with some larger aircraft to be phased in (747-400's and 747-800's).

Shelly Cassaro, Chief Financial Officer reported the following:

- We just completed three days of the financial audit. Everything went well. A couple minor changes to the financials but no audit findings or issues. Staff was very happy with the quick and flawless process.

Jeff Polsean – Economic Development Manager reported the following:

- Terminal Building – occupancy should begin the end of July for airlines and TSA the first week in August as long as everything stays on schedule. The terrazzo floors are currently being completed. There was a major IT overlook performed to determine upgrades needed. In the end we will have a thorough assessment of the current IT service.

OLD BUSINESS: None

NEW BUSINESS: Ray Wetzel, a former Commissioner who recently resigned due to relocation (out of the district), stated that it was a privilege and honor to serve on the Board of Commissioners and wished everyone the best. The commissioners in turned thanked Ray for his dedication and service to the Board.

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Agnew motioned to approve **Resolution #17-16** approving the Net Ground Lease with ASSETS BIZ, effective July 1, 2017 for a one (1) year term with two (2) automatic one (1) year renewals. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #17-17** approving RFD Bid #17-02 to Davies Imperial of Hammond, Indiana for pavement marking paint not to exceed annual budget of \$69,000. Commissioner Copeland seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #17-18** approving the purchase of passenger survey program for a 12 month equipment rental and reporting to QuadRex Aviation of Melbourne, FL. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution 17-19** approving a 12-month agreement with Volaire Aviation of Melbourne, FL for Air Service Development Consulting. Commissioner Copeland seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Ordinance #17-03** approving the annual ordinance regarding Prevailing Rate of Wages of Winnebago County as required by the State of Illinois. The motion was seconded by Commissioner Derry and a roll call vote indicated 5 ayes zero nays. The motion passed.

Commissioner Agnew motioned to approve **Resolution #17-20**, approving a Management Services Agreement with the Rockford Area Economic Development Council for the administration of Foreign Trade Zone #176 on behalf of the Greater Rockford Airport Authority for one year beginning July 1, 2017 for the scope of services outlined in the Agreement. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #17-21** approving an Amendment to the Emery lease relating to Aviation Plot 12 and vehicle maintenance. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

There being no further business, Commissioner Myers motioned to adjourn. The motion was seconded by Chairman Dal Santo and was unanimously approved. The meeting adjourned at 5:32 pm.