

**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, 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	Audrey Moon, Chartwell
Paul Cicero	X	Shelly Cassaro	X	Michael Alesia – Allegiant
Tom Dal Santo		Kathy Bruggeman	X	Kiel Duncan, RFD Operations
Tonya Lamia	X via phone	Zack Oakley	X	Brian Welker – CMT
Tom Myers	X	Chip Geiger	X	Dan Pape – CMT
Mike Schablaske	X			ARFF Personnel
Leslie West	X			
Tom Lester	X			

A motion was made by Commissioner Myers, seconded by Commissioner Schablaske, and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on May 23, 2023.

STAFF REPORTS:

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

- Reviewed the financial report through May.
- The cash position has remained steady since the prior year. Operating reserves have increased to meet the Airport reserve goal.
- Total revenues exceed expenses by \$1.4 million.
- Operating revenues are 2.8% under budget year to date.
- Operating expenses are 17.6% under budget year to date.

Zack Oakley – Deputy Director of Operations and Planning presented the following information:

- Cargo Building #3 progress.
- Construction on Taxiway Papa will begin next week.
- Spring/Summer pavement maintenance and repairs have begun and will be completed in the next couple weeks.

- We are waiting to hear from Apple Vacations about bringing back seasonal service to international destinations.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENTS: None

RESOLUTIONS & ORDINANCES:

Commissioner Schablaske motioned to approve **Resolution #23-29** approving the Design Phase Agreement with Crawford, Murphy & Tilly, Inc. (CMT) for Runway 7/25 South Parallel Taxiway P, Phase 2, 3, 4 projects. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #23-30** approving the Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. (CMT) for Runway 7/25 South Parallel Taxiway P, Phase 2, 3, 4 projects. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #23-31** approving a contract in the amount of \$11,789,997.21 to William Charles Construction of Rockford, Illinois for Runway 7/25 South Parallel Taxiway P, Phase 2, 3, 4 projects. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #23-32** approving a three-year contract with Everbridge for mass notifications to staff. The fee is \$7,511.21 for the three year agreement, totaling \$22,533.63. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #23-33** approving a contract for landscaping at the main Terminal Building with Konstruction Services of Rockford, IL, as a result of Request for Proposal #23-08. Budget for this project is not to exceed \$100,000. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Schablaske motioned to approve **Resolution #23-34** to approve business insurance renewals for the period beginning July 1, 2023, through June 30, 2024, as set forth below:

Coverage	Broker/Carrier	2022-2023	2023-2024
Airport General Liability	Starr Aviation	\$40,029	\$42,191
Property	Continental Insurance Company (CNA)	193,955	231,086
Crime	Hanover Insurance Company	2,568	2,568
Business Auto	Hudson Insurance Company	19,019	27,394
Public Officials/EPLI	Greenwich Insurance Company	24,467	28,408
Storage Tank	Crum & Forster	2,176	4,964
Customs Bond	Argonaut Insurance Company	1,000	1,000
Cyber Liability	Lloyd's of London	8,126	13,208
	Total Business Insurance	291,340	350,819
Workers Compensation	AmTrust	83,720	77,332
	Total	\$375,060	\$428,151

Commissioner Schablaske motioned to approve **Resolution #23-35** approving a contract with Northern Illinois Services for soil disposal and turf restoration work in the amount of \$370,269. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Schablaske motioned to approve **Ordinance #23-02** approving the Rates and Charges for the period beginning August 1, 2023, for the Greater Rockford Airport pursuant to the provisions of 70 ILCS 5/8.04. The motion was seconded by Commissioner Myers and approved by a roll call vote with six ayes and zero nays.

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 5:27 pm.