

**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 24, 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 5:02 pm.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	Chronos Aviation
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 Myers, and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on May 27, 2021. A motion was made by Commissioner Dal Santo, seconded by Commissioner Myers, and was unanimously approved by roll call vote to accept the minutes of the Planning & Finance Committee Meeting on June 17, 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:

- The Business Insurance proposal on the agenda for approval now includes Cyber Insurance.

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

- South Cargo ramp expansion
- Taxiway Bravo reconstruction/widening
- Phase 4 ramp rehabilitation
- Monthly air cargo weight is up 20% year-over-year
- US trade numbers for imports and exports at RFD

**Mike Dunn, Executive Director** reported the following:

- Staff is currently focusing on decision and strategy sessions regarding midfield projects over the next several years.

**OLD BUSINESS:** None

**PUBLIC COMMENT:** None

**RESOLUTIONS & ORDINANCES:**

Commissioner Schablaske motioned to approve **Resolution #21-29** approving a \$1.5 million line of credit with Blackhawk Bank, Rockford, IL. The motion was seconded by Commissioner Agnew and passed unanimously by a roll call vote.

Commissioner Schablaske motioned to approve **Resolution #21-30** approving a contract with Crawford, Murphy and Tilly, Inc. for design services, construction phase services, and special services for South Cargo Apron Expansion, Phase 1 for \$1,387,800. The motion was seconded by Commissioner West and passed unanimously by a roll call vote.

Commissioner Schablaske motioned to approve **Resolution #21-31** approving Business Insurance renewal for July 2021 through June 2022 as presented below:

Coverage	Broker/Carrier	2021-2022
Airport General Liability	Starr Aviation	\$36,839
Property	Continental Insurance Company (CAN)	170,030
Crime	Hanover Insurance Company	2,476
Business Auto	Hudson Insurance Company	19,338
Public Officials/EPLI	Greenwich Insurance Company	22,885
Storage Tank	Crum & Forster	7,982
Customs Bond	Argonaut Insurance Company	1,000

Cyber Liability	BCS Insurance Company	11,307
	Total Business Insurance	271,857
Workers Compensation	Praetorian Insurance Company	79,636
	Total	\$351,493

The motion was seconded by Commissioner Agnew and passed unanimously by roll call vote.

Commissioner Schablaske motioned to approve **Resolution #21-32** to approve the Purchase and Sale Agreement for the sale of the improvements located at 21 Airport Drive to Excelsior, Inc. for the purchase price of \$425,000 and to authorize the execution of the Purchase and Sale Agreement and authorizing the execution of such other documents as are necessary and customary to close on the sale and pay such costs as are normal and customary for a seller including the payment of real estate broker’s commission. The motion was seconded by Commissioner Dal Santo and passed unanimously by a roll call vote.

Commissioner Schablaske motioned to approve **Resolution #21-33** to approve and authorize the execution of the Net Ground Lease with Excelsior, Inc. for the property commonly known as 21 Airport Drive in connection with the sale of the Improvements. The motion was seconded by Commissioner Agnew and passed unanimously by a roll call vote.

Commissioner Schablaske motioned to approve **Resolution 21-34** approving the awarding of a Lease to Miller-Bradford & Risberg, Inc., of Rockford, Illinois, for two Case 1121G Wheel Loaders, for an annual amount of \$95,717.66. The total lease amount over seven years is \$810,600.00. The contract was purchased on a Sourcewell Group Purchasing Organization option. This resolution is subject to the Authority’s counsel’s review and approval of the final contract documents. The motion was seconded by Commissioner Dal Santo and passed unanimously by a roll call vote.

Commissioner Schablaske motioned to approve **Resolution #21-35** approving the award of a contract to DSD Business Systems of San Diego, California, in the amount of \$30,000, for Sage Intacct Financial software. The motion was seconded by Commissioner Dal Santo and passed unanimously by a roll call vote.

Commissioner Schablaske motioned to approve **Ordinance #21-04** approving a Bond Ordinance with Midland States Bank, Rockford, IL. The motion was seconded by Commissioner Dal Santo and passed unanimously by a roll call vote.

Commissioner Schablaske motioned to approve **Resolution #21-36** approving the award of a Purchase Order to Musco Lighting of Oskaloosa, Iowa, in the amount of \$41,700 to upgrade lighting on the FIS, Main, and Emery ramps. The motion was seconded by Commissioner Agnew and passed unanimously by a roll call vote.

There being no further business, Commissioner Myers made a motion to adjourn. The motion was seconded by Commissioner Dal Santo and was unanimously approved on a roll call vote. The meeting adjourned at 5:51 pm.