

**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 25, 2020 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.

<b>Commissioners &amp; Legal Counsel</b>	<b>Present</b>	<b>GRAA Staff</b>	<b>Present</b>	<b>Guests/Other Staff</b>
Pat Agnew	ZOOM	Mike Dunn	X	
Paul Cicero	X	Shelly Cassaro	X	
Tom Dal Santo	X	Kathy Bruggeman	X	
Tonya Lamia	ZOOM	Zack Oakley	X	
Tom Myers	X	Jeff Polsean		
Mike Schablaske	X	Matt Zinke		
Leslie West	ZOOM	Seth Nygren		
Tom Lester	X	Tracey Halbrader		
		Chip Geiger		

A motion was made by Commissioner Dal Santo seconded by Commissioner Lamia and was unanimously approved to accept the minutes of the May 28, 2020 Regular Board Meeting and Public Hearing, as well as the Emergency Special Meeting held on June 8, 2020.

Michael Alesia of Alliant Insurance presented via ZOOM and gave an overview of the new business insurance renewals.

**STAFF REPORTS:**

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

- At-a-glance financial report
- Audit preparations are underway
- Cares Act funding/planned expenditures

**Zack Oakley - Deputy Director of Operations and Planning** reported the following with a PowerPoint presentation:

- Year-over-year passenger growth statistics to date. Flights and load factors are steadily increasing. Allegiant announced new safety procedures for passengers. Bookings numbers are higher than expected two months ago.
- Year-to-date cargo statistics – net growth for the month of May
- New snow removal equipment video
- United Airlines is continuing to store aircraft on the NW cargo ramp
- New TSA body scanner in the Main Terminal Building is operational. This was funded by TSA.

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

- Cargo business revenue is carrying us through the pandemic
- Passenger, parking, and car rental revenue is slowly reviving, and we are very optimistic
- The Cares Act has been a God send and propelling us forward nicely

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:** None

**RESOLUTIONS & ORDINANCES:**

Commissioner Schablaske motioned to approve **Resolution #20-13** to approve a revised Board of Commissioners Meeting schedule for 2020. The motion was seconded by Commissioner Dal Santo and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #20-14** to approve the new Slate of Officers for June 2020 – May 2021. The motion was seconded by Commissioner Dal Santo and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #20-15** to approve the ASF Minor Boundary Modification application to provide a subzone Foreign Trade Zone designation for Metcut LLC, 111 S. 5<sup>th</sup> Avenue, 500 N. Caron Road, Rochelle, Ogle County IL 61068. The motion was seconded by Commissioner Dal Santo and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #20-16** to approve business insurance renewals for the period beginning July 1, 2020 through June 30, 2021 as set forth below:

Coverage	Broker/Carrier	2019-2020	2020-2021
Airport General Liability	Starr Aviation	\$27,735	\$35,085
Property	Alliant Property Insurance Program	100,818	130,091
Crime	Hanover Insurance Company	2,476	2,476
Business Auto	Hudson Insurance Company	18,402	19,699
Public Officials/EPLI	Chubb Insurance Company	18,449	22,549
Storage Tank	Crum & Forster	5,903	7,248
Customs Bond	Argonaut Insurance Company	1,000	1,000
Cyber Liability	BCS Insurance Company	3,160	2,981
	Total Business Insurance	177,943	221,129
Workers Compensation	Beacon Aviation	79,825	74,733
	Total	\$257,768	\$295,862

The motion was seconded by Commissioner Dal Santo and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #20-17** to approve Landrum and Brown, Inc., for consulting work for a scope to be determined, for Noise Exposure Maps and Noise Compatibility Programs. The motion was seconded by Commissioner Dal Santo and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #20-18** to approve a Purchase Order in the amount of \$67,305.00 to Hi-Lite for fourteen thermoplastic signs for our airfield. The motion was seconded by Commissioner Dal Santo and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #20-19** to approve a five-year contract for an approximate amount of \$31,167.00 to Marco Technologies, for four new Multifunction Printers and maintenance of our existing printers which we currently own. The motion was seconded by Commissioner Dal Santo and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #20-20** to approve the purchase of snow removal equipment from M-B Companies, for a total price of \$5,827,487.29. The motion was seconded by Commissioner Dal Santo and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #20-21** to award the contract for the Northwest Cargo Apron Expansion, Phase 3, to Benchmark Construction Company in the amount of \$9,188,000.00. The motion was seconded by Commissioner Dal Santo and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #20-22** to approve Crawford, Murphy and Tilly, Inc. for construction related services for the construction of the Phase 3 Northwest Cargo Apron Expansion, in the amount of \$514,000.00. The motion was seconded by Commissioner Dal Santo and was unanimously approved.

Commissioner Cicero motioned to move into Executive Session **Pursuant to 5 ILCS 120/2 (c) (21)** of the Open Meetings Act to discuss minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes. The motion was seconded by Commissioner Myers. Executive Session was entered.

Motioned by Commissioner Myers, seconded by Commissioner West to approve and authorize for release the Minutes of the Executive Session of the Board of Commissioners of the Greater Rockford Airport Authority for June 16, 2015; June 25, 2015; July 16, 2015; July 23, 2015; June 23, 2016; July 28; 2016; February 23, 2017 and June 28, 2018. The Resolution was unanimously passed by the Commissioners.

There being no further business, Commissioner Myers motioned to adjourn. The motion was seconded by Commissioner Tom Dal Santo and was unanimously approved. The meeting adjourned at 5:42 pm.