

**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 28, 2018 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:02 p.m.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	ARFF – Protec
Paul Cicero	X	Shelly Cassaro	X	Jerry Sagona - RAEDC
K. Edward Copeland	X	Ken Ryan		
Tom Dal Santo	X	Kathy Bruggeman	X	
Pat Derry	X	Zack Oakley	X	
Tom Myers	X	Jeff Polsean		
Tom Lester – legal counsel	X	Matt Zinke	X	
		Seth Nygren	X	

A motion was made by Commissioner Derry, seconded by Commissioner Copeland and was unanimously approved to accept the minutes of the May 21, 2018 Regular Board Meeting.

A motion was made by Commissioner Derry, seconded by Commissioner Copeland and was unanimously approved to accept the minutes of the Public Hearing held on May 31, 2018.

STAFF REPORTS:

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

- Tom Libricz, an RFD Maintenance Department employee has been creating and building the new Board table that you are seated behind this evening. He built it all in the Maintenance shop and assembled it in the Auditorium.
- We wrapped up UPS trench drain repairs about two weeks ago.
- Taxiway Gulf rebuild was also completed.
- Working on Taxiway Alpha which connects the Terminal ramp with RW 7/25. That area had a lot of issues related to the angles creating a high maintenance area. It’s being straightened out and will be wrapped up by July 30.
- The Ramp project will begin July 9th.
- We had several passenger airline diversions earlier this week. We have had several cargo airlines divert to RFD this season as well.

Seth Nygren, Operations Manager reported the following:

- Were straightening all the paving lanes related to Taxiway Foxtrot. This way we can move on to the Terminal ramp.

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

- Gave a financial update. The operating revenue has experienced a 40% increase.
- Auditors will be here next week.
- Parking revenue is exceeding the projected budget revenue. It's going very well.

Mike Dunn – Executive Director reported the following:

- The new cargo video was shown.
- Building 30 will be removed this summer as well as the Teeter Hangars.
- The Airport Terminal signage will be relocated to the new entrance. Our maintenance department has done a very nice job on the new landscaping in the parking area.
- Next Monday we will host a groundbreaking ceremony for the new ramp expansion and cargo facility expansion.
- RFD has been used as an example for Federal and State funding. The paperwork process is quite enormous to process. We submitted a memo to the IDA to express our concerns regarding delays in project payment. We received a good response from both the FAA and IDA. Shelly Cassaro has been outstanding and very diligent in the communications regarding this matter.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Agnew motioned to approve **Resolution #18-25** approving Signs Now of Rockford, IL. in the amount of \$14,000 for the relocation of the RFD Terminal Monument Sign. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #18-26** approving the ASF Minor Boundary Modification application to provide a subzone Foreign Trade Zone designation for Leading Americas, Inc., 130 Arrowhead Drive, Hampton, IL 60140. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #18-27** to approve purchase of lighting fixtures and energy efficient bulbs from Avent Energy totaling \$24,750.34. Com Ed rebates in

the amount of \$18,181.40 will be applied to the purchase bringing the net purchase price to \$6,568.94. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Ordinance #18-02** approving the annual ordinance regarding Prevailing Rate of Wages of Winnebago County as required by the State of Illinois. Commissioner Myers seconded the motion and a roll call vote indicated six (6) ayes and zero nays. The motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #18-28** to approve a real estate brokerage agreement with Dickerson & Neiman to sell property located at 27 and 29 Airport Drive. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #18-29** to approve a contract with Graham Spencer of Rockford, IL in the amount of \$15,000 for production of a cargo services video. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to approve **Resolution #18-30** to approve a planning and special services contract with CMT of Aurora, IL in the amount not to exceed \$305,669.94, subject to independent fee estimate confirmation, for an environmental assessment and related services for the development of the northwest cargo area and associated improvements. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Agnew motioned to enter into Executive Session pursuant to 5 ILCS120/2 (c) (5) of the Open Meetings Act to discuss the purchase or lease of real property for use of the public body. The motion was seconded by Commissioner Derry. Executive Session was entered at 5:40 pm.

There being no further business, Commissioner Myers motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 6:00 pm.