

**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, July 23, 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 5:03 pm.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	ZOOM	Mike Dunn	X	Rebecca Epperson - Chartwell
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	Absent	Seth Nygren		
Tom Lester	X	Tracey Halbrader		
		Chip Geiger	X	

A motion was made by Commissioner Dal Santo seconded by Commissioner Myers and was unanimously approved to accept the minutes of the June 25, 2020 Regular Board Meeting.

**STAFF REPORTS:**

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

- Operating revenue chart for the last ten years. We’ve experienced a 100% growth over the last ten years. Parking revenue, lease and landing fees play a large part in this growth.
- June financial report
- The Audit went very well this year. The Finance Department’s newest staff members, Chip Geiger and Tracey Halbrader, helped tremendously in assuring that the process went smoothly. She thanked her entire staff as well.
- Cares Act Report – we’re hoping to see our funding reimbursement come through very soon for our proposed projects related to this funding.

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

- Passenger flights to date: We did see a significant drop off in April and May. Flights and load factors are steadily increasing and getting back to normal. June we are up to 75% of our flights and July we are at 90% being flown.
  - Enplanements to date are steadily increasing.
  - Allegiant is very happy with our passenger numbers to date. They are not seeing that trend at every airport.
- Year-to-date cargo statistics – we are back up to 209 million pounds of landed weight. With the Amazon transition in May, we are climbing back to where we were prior to the transition (212 to 217 landed weight). We are up 24% year-over-year.
- We now have one 747 flight landing monthly from Senator which will increase our landed weight by about 2.5 million pounds monthly.
- Runway/Taxiway Reconstruction – construction will be wrapped up on August 20<sup>th</sup>. It was an \$8.6 million construction project.
- Terminal parking lot rehabilitation has begun.
- Runway pavement maintenance has been consistent all season long from our Maintenance Department.

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

- One of the benefits to the construction project and Runway 7/25 closed. The benefit of this project is that the planes are flying over Rockford. I've had a lot of comments on how planes are landing at RFD. It's good for citizens to see our growth and activity.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:** None

**RESOLUTIONS & ORDINANCES:**

Commissioner Schablaske motioned to approve **Resolution #20-23** approving the Lease Termination Agreement with Northwest Pallet Supply Co. for Industrial Plot 33. The motion was seconded by Commissioner Dal Santo and was unanimously approved by roll call vote.

Commissioner Schablaske motioned to approve **Resolution #20-24** approving an Independent Contractor Agreement for consulting services. The motion was seconded by Commissioner Dal Santo and was unanimously approved by roll call vote.

Commissioner Schablaske motioned to approve **Resolution #20-25** approving contract with Whittaker Construction of \$2,748,018.11, for the Contaminated Storm Water Detention

Expansion and Rehabilitation. The motion was seconded by Commissioner Dal Santo and was unanimously approved by roll call vote.

Commissioner Schablaske motioned to approve **Resolution #20-26** approving agreements for Surface Pavement Repair with Sjostrom and Sons, Inc., and Benchmark Construction. Current budgets will dictate spend for Fiscal Year 2021. The motion was seconded by Commissioner Dal Santo and was unanimously approved by roll call vote.

Commissioner Schablaske motioned to approve **Resolution #20-27** approving a Purchase Order for \$41,120.40 to Jack's Tire Sales, of South Beloit, Illinois, for twelve tires for the Aircraft Rescue and Fire Fighting (ARFF) vehicle. The motion was seconded by Commissioner Dal Santo and was unanimously approved by roll call vote.

There being no further business, Commissioner Dal Santo motioned to adjourn. The motion was seconded by Commissioner West and was unanimously approved. The meeting adjourned at 5:25 pm.