

**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, August 28, 2025, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Schablaske called the meeting to order at 5:00 pm.

<b>Commissioners &amp; Legal Counsel</b>	<b>Present</b>	<b>GRAA Staff</b>	<b>Present</b>	<b>Guests/Other Staff</b>
Pat Agnew	X	Zack Oakley	X	Catherine Povalitis - Chartwell
Al Caruana		Michelle Cassaro	X	
Jake Castanza	X	Michael Peranich		
Paul R. Cicero	X	Tracey Halbrader	X	
Dianne Parvin	X	Kathy Bruggeman	X	
Mike Schablaske	X	Matt Zinke	X	
Leslie West	X			
Tom Lester	X			

A motion was made by Commissioner Agnew, seconded by Commissioner Castanza, and was unanimously approved to accept the minutes of the Regular Board Meeting of the Commissioners on July 24, 2025. A motion was made by Commissioner Agnew, seconded by Commissioner Castanza and was unanimously approved to accept the minutes of the Planning and Finance Committee Meeting on August 21, 2025.

**STAFF REPORTS:**

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

- The audit is finalized. There will be an audit update at next month’s board meeting.

**Mike Peranich, Director of Operations and Maintenance Manager,** reported the following:

- Airfield painting project is 75% complete. The paint sprayer was down for repairs for about a month.
- Our new jet bridge will be installed on September 18.
- Intersection work will begin September 9. There will be a 45-day closure. A runway closure similar was conducted by UPS and passed. Isaac has been working with Amazon and UPS to coordinate the logistics.
- Landline start up renovations and preparations are underway.
- Making necessary repairs to Jet bridge #2.



- We've hosted 30 tours for schools and non-profit organizations so far this year. Tour season is wrapping up.

**Zachary D. Oakley, Executive Director**, reported the following:

- Landline/American Airlines start-up renovations and lease agreement are all complete. We will hold a Media Day to explain and promote the new service. Local elected officials, Rockford Chamber and Go Rockford will be involved.
- We created a widget call FlyMyAirport and Kayak to help with booking all RFD destinations including Allegiant, American/Landline and Apple Vacations.
- We hosted ALG Vacations at the Terminal Building. Over 150 travel advisors were present, and it was a huge success. We are consistently working with Apple to further grow their seasonal service.
- The procedure for the UPS simulator is complete and went well.
- Tough Mudder was last weekend. They did encounter logistics issues. Theresa worked very well with local law enforcement to ensure any protests were managed.
- Viewing Area – The building trades are giving outstanding support for the project. With their current schedule, we have determined it best to start the project next spring.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENTS:** None

#### **RESOLUTIONS & ORDINANCES:**

Commissioner Castanza made a motion to approve **Resolution #25-44** to approve a three-year Contract for Marketing and Public Relations services to Chartwell Agency for \$87,600 per year. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-45** to approve a Contract in the amount of \$83,704.00 to McDermaid Roofing, of Rockford IL, for the roof repairs at 39 Airport Drive and 5143 Falcon Road. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-46** to approve an Operating Agreement between the GRAA and Medela LLC to activate its building located at 1101 Corporate Drive, McHenry, IL as FTZ Site #24 in FTZ #176. The motion was seconded by Commissioner Cicero and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-47** to approve a consent resolution authorizing submittal of Waldom Electronics Corporation's application to the National FTZ Board seeking FTZ designation for its facilities located at 1801 Morgan St., Rockford, IL 61102. The motion was seconded by Commissioner Cicero and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-48** to approve an Operating Agreement between the GRAA and Coilcraft, Inc. to activate its building located at 1837 North Euclid Avenue, Princeton,



IL 61356 as FTZ Site #23 in FTZ #176. The motion was seconded by Commissioner Cicero and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-49** to approve a Design Phase/Special Services/Construction Phase Engineering Agreement with Crawford, Murphy and Tilly, Inc. (CMT) for the RFD Rehabilitate Runway 7/25 and 1/19 Intersection project in an amount not to exceed \$380,000. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-50** to approve a Contract in the amount of \$2,399,840.91 to Rock Road Companies Inc., of Janesville WI, for the rehabilitation of taxiway 7/25 and 1/19 intersection. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #25-51** approving a consent resolution authorizing submittal of Medela LLC's application to the National FTZ Board seeking FTZ designation for its facilities located at 1101 Corporate Drive McHenry, IL 60050, McHenry County. The motion was seconded by Commissioner Agnew and unanimously approved. The motion was seconded by Commissioner Agnew and unanimously approved.

Commissioner Agnew made a motion to enter into Executive Session pursuant to 5ILCS 120/2c(11) to discuss pending or threatened litigation. A roll call indicated seven ayes and zero nays. Executive Session was entered.

There being no further business, Commissioner Castanza motioned to adjourn. The motion was seconded by Commissioner West and passed unanimously. The meeting was adjourned at 5:47 pm.