

# REGULAR BOARD OF COMMISSIONERS MEETING

Thursday, September 22, 2022

***PUBLIC NOTICE  
FROM  
THE BOARD OF COMMISSIONERS  
OF THE  
GREATER ROCKFORD AIRPORT AUTHORITY***

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There will be a Regular Board of Commissioners Meeting of the Greater Rockford Airport Authority on **Thursday, September 22, 2022, at 5:00 PM** in the Auditorium of the Airport Administration Building located at 60 Airport Drive, Rockford, IL.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE  
GREATER ROCKFORD AIRPORT AUTHORITY  
Thursday, September 22, 2022  
5:00 PM  
**A G E N D A**

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1. Call to Order
  2. Minutes for Approval
    - Regular Meeting of the Commissioners – August 25, 2022
    - Planning & Finance Committee Meeting – Cancelled
  3. Staff Reports
    - Mike Dunn – Executive Director
    - Shelly Cassaro – Deputy Director of Finance and Administration
    - Zack Oakley – Deputy Director of Operations and Air Service
  4. Old Business
  5. New Business
  6. Public Comment(s)
  7. Resolutions/Ordinances:

**Resolution #22-33** approving a five-year Contract to Absolute Fire Protection in the amount of \$130,360 for Fire Suppression Systems maintenance for the AAR MRO facility.

**Resolution #22-44** approving a five-year Contract to 3S Incorporated of Harrison, Ohio, in the amount of \$34,064.00 for Fire Suppression Inspection for the AAR MRO facility. This will supplement the maintenance done by Absolute Fire Protection.

**Resolution #22-45** approving a Consultant Engineering Services Agreement with Crawford, Murphy and Tilly, Inc. for Project RFD-4798 Construct South Parallel Taxiway to Runway 7/25 Taxiway P (Phase 1).

**Resolution #22-46** approving a one-year Contract Extension for a total amount not to exceed \$175,000 to Squeaky Clean Janitorial Inc. of Rockford, Illinois, for janitorial and cleaning services of GRAA properties.

**Resolution #22-47** approving a Contract to William Charles Construction of Rockford, Illinois, for ITB#22-16 Parking Lot Removal and Rehabilitation for 2,010 square yards, in the amount of \$55,194.60. This is for properties at 36 and 39 Airport Drive.

8. Executive Session: None
9. Adjournment

**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, 2022, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

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

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	Tracey Halbrader
Paul Cicero	X	Shelly Cassaro	X	Citizens (7)
Tom Dal Santo		Kathy Bruggeman	X	
Tonya Lamia		Zack Oakley	X	
Tom Myers	X			
Mike Schablaske	X			
Leslie West	X			
Tom Lester	X			

A motion was made by Commissioner Agnew, seconded by Commissioner Myers, and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on July 28, 2022, and the Planning and Finance Committee Meeting on August 18, 2022.

**STAFF REPORTS:**

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

- There are no changes on the Financials from the last meeting.
- We received \$20,000 from Sony for the use of the Terminal Building for filming.

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

- Cargo monthly landed weight
- Monthly enplanements
- Allegiant July totals
- Tough Mudder preparation
- Terminal Building usage for filming of a show from Sony
- Cargo Building #3 construction progress

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENTS:**

Gail Burgeson of Mount Prospect, IL gave her opinion on the impact of aviation on the environment as well as the Bell Bowl Prairie.

Tom Lazar of Sycamore, IL gave his opinion on the importance of the Bell Bowl Prairie.

**RESOLUTIONS & ORDINANCES:**

Commissioner Schablaske motioned to approve **Resolution #22-34** approving a three-year Contract with two option years, to Konstruction Services of Rockford, Illinois, for landside snow and ice removal. They were the lowest responsible bidder. Expenditures will depend upon snow and ice during the winter season. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-35** approving a three-year Contract with two option years, to Konstruction Services of Rockford, Illinois, for winter operators and equipment as needed during the winter seasons of 2022-2025. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-36** approving a three-year Contract with two option years, to Alta Equipment Company of Spring Grove, Illinois, for winter rental snow removal equipment as needed during the winter seasons of 2022-2025. The motion was seconded by Commissioner West and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-37** approving a two-year Contract extension with Zethmayr LLC of Rockford, Illinois, for administration of Foreign Trade Zone # 176, in the amount of \$65,000 per year plus revenue sharing. The motion was seconded by Commissioner Myers and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-38** approving a Contract for a total amount of \$197,125 to William Charles Construction of Rockford, Illinois, for Airport Perimeter Road Repairs. This is for the base bid. The motion was seconded by Commissioner Myers and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-39** approving a one-year Contract Extension to Sjostrom and Sons, Inc., of Rockford Illinois, for periodic pavement repair. The motion was seconded by Commissioner Agnew and was unanimously approved.



Commissioner Schablaske motioned to approve **Resolution #22-40** approving the Lease Termination Agreement with Y.M.A. Incorporated for 53 Airport Drive. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-41** approving a Lease Agreement with Ground Services International d/b/a dnata of Orlando, Florida. for the leasing of a new 50,000 square foot air cargo facility subject to counsel's final review and approval. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-42** approving an amendment to the Design Build Contract with Scandrol Construction Co. for construction of a temporary fuel farm at 6020 Cessna Drive to raise the not to exceed amount from \$480,000 to \$530,000 due to increased construction costs. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-43** approving a two-year Lease with Ascent Aviation Group, Inc. of Doral, Florida for four 16,000-gallon fuel tanks and related equipment to be used at the temporary fuel farm at a cost of \$30,000 per month. This lease is contingent on the Airport receiving from Emery Air Inc., (Emery) a written agreement for the use of this equipment at the same amount as contained in the Airport's lease with Ascent Aviation. The Airport's agreement with Emery for this equipment must be approved by the Airport's Executive Director and Legal Counsel. The motion was seconded by Commissioner Agnew and was unanimously approved.

Commissioner Schablaske motioned to approve **Resolution #22-44** approving the disposal of Obsolete Computer Equipment. The motion was seconded by Commissioner Agnew and was unanimously approved.

There being no further business, Chairman Cicero motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 5:29 pm.