CHICAGO ROCKFORD INTERNATIONAL AIRPORT

MINUTES OF 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, September 29, 2026, in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Schablaske called the meeting to order at 4:48 pm.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew		Zack Oakley	X	
Al Caruana		Michelle Cassaro	X	
Jake Castanza	X	Tracey Halbrader	X	
Paul R. Cicero	X	Chip Geiger		
Dianne Parvin	X	Kathy Bruggeman	X	
Mike Schablaske	X	Isaac Mendoza	X	
Leslie West		Josh VanBriesen	X	
TJ Leake	X	Joe Milan	X	

Commissioner Parvin moved to approve the minutes of August 27, 2026, Regular Board Meeting. Commissioner Cicero seconded the motion, which was unanimously approved. Commissioner Parvin then moved to approve the minutes of the September 17, 2026, Planning & Finance Committee Meeting. Commissioner Cicero seconded the motion, which was unanimously approved.

STAFF REPORTS:

Casandra Chase @ Baker-Tilly, Inc. presented a report and insights from the 2026 audit.

Tracey Halbrader, Director of Finance, presented the following:

- Statement of cash receipts and disbursements for fiscal year ending April 30, 2026.
- Annual Comprehensive Financial Report for fiscal year ended April 30, 2026.

Michelle Cassaro, Deputy Director of Finance and Administration, presented the following:

- Update on the agenda resolutions.
- Introduced Joe Millan, RFD Emergency Manager.

Tracey Halbrader, Director of Finance, reported the following:

- Statement of cash receipts and disbursements will be published next week.

Isaac Mendoza, Operations Manager, reported the following:

- The current lighting and signage project is underway. There will be minimal runway or taxiway closures for one or two days only.

Josh VanBriesen, Maintenance Manager, reported the following:

- Thanked the Commissioners for the new equipment.
- Maintenance Department is working on the UPS ramp project.
- The terminal passenger parking lot project is going well and on schedule to be completed the last week of October. The lighting and curbs will be completed by the end of the week.

Zack Oakley, Executive Director, reported the following:

- Rene Espinet and Andre Morrall will be attending a cargo conference in Greece this week. They have scheduled several follow up meetings with carriers and shippers. They will be attending two conferences and events in October to promote RFD.
- We had a successful ecommerce test shipments by a cargo airline to evaluate our facilities. There will be a follow-up meeting in December.
- We are anticipating the first cattle shipment to occur on November 5. We are hopeful this will translate into several hundred flights going forward.
- Our cargo landed weight is on track to sustain the last few years of statistics.
- Passenger enplanements experienced a 6.6% growth for August.
- ATCT project meeting this week.
- IPAA event will take place in Galena in October.
- Economic impact numbers should be presented in the next 60 days.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENTS: None

RESOLUTIONS & ORDINANCES:

Commissioner Castanza made a motion to approve **Resolution #26-68** approving the Consent to the Northside Fuel Farm Management Agreement between World Fuel Services, Inc. and Emery Air, LLC. The motion was seconded by Commissioner Cicero and was unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #26-69** approving the Consent to the Security and Step-in Rights Agreement between Emery Air, LLC and World Fuel Services, Inc. The motion was seconded by Commissioner Cicero and was unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #26-70** approving the Consent to the Collateral Assignment of Lease relating to the Property commonly known as 801 Airport Drive,

Rockford, Illinois. The motion was seconded by Commissioner Cicero and was unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #26-71** approving Consent to the Assignment and Assumption of Lease for Aviation Plot 32 to World Fuel Services, Inc. The motion was seconded by Commissioner Cicero and was unanimously approved. The motion was seconded by Commissioner Cicero and was unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #26-72** approving the Consent to the Assignment and Assumption of Lease for Aviation Plot 8. The motion was seconded by Commissioner Cicero and was unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #26-73** approving the Consent to the Facility Lease between World Fuel Services, Inc. as Sublandlord and Emery Air, LLC as Subtenant for the Property commonly known as 48 Airport Drive. The motion was seconded by Commissioner Cicero and was unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #26-74** approving a three lease with AAR Aircraft Services, Inc. of Wood Dale, Illinois for the hangar bay area contained in the hangar located at 5187 Falcon Road, Rockford, IL. The motion was seconded by Commissioner Cicero and was unanimously approved.

Commissioner Castanza made a motion to approve **Resolution #26-75** approving a professional services agreement with SDI Presence LLC (SDI) for an upgrade to WMware and network storage for the Greater Rockford Airport Authority. The motion was seconded by Commissioner Cicero and was unanimously approved.

There being no further business, Commissioner Cicero motioned to adjourn. The motion was seconded by Commissioner Castanza. The meeting was adjourned at 5:45 pm.