

**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 26, 2024, 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	Zack Oakley	X	Catherine Povalitis - Chartwell
Jake Castanza	X	Shelly Cassaro	X	Dani Hartmann - Chartwell
Paul Cicero	X	Kathy Bruggeman	X	
Tom Myers	X	Tracey Halbrader	X	
Dianne Parvin	X	Mike Peranich	X	
Mike Schablaske	X	Chip Geiger	X	
Leslie West	X			
TJ Leake	X			

A motion was made by Commissioner Agnew, seconded by Commissioner West and was unanimously approved to accept the minutes of the Regular Meeting of the Commissioners on August 22, 2024. A motion was made by Commissioner Agnew, seconded by Commissioner West, and was unanimously approved to accept the minutes of the Planning and Finance Committee Meeting on September 19, 2024.

STAFF REPORTS:

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

- There have been no changes to the financials since the Planning & Finance Committee Meeting.
- The financial audit and FTZ #176 report will take place this evening.

NEW BUSINESS:

Don Shaw, Principal, Lauterbach & Amen, LLP presented the Airport Audit Report.

Carrie Zethmayr of Zethmayr, Inc. presented an update and overview of the status of the Foreign Trade Zone program.

Michael Peranich, Director of Operations and Maintenance, reported the following:

- The Taxiway P project should be complete by the end of October.

- RFD staff took part in the United Airlines disaster drill this week.
- We will be holding the second annual Snow Dog Rodeo next month from 11-3 pm.
- Airfield closure plan for this month will have minimal impact on tenant operations.
- Airfield painting is taking place and should be completed in the next two weeks.
- We have held 24 airfield tours for different schools and organizations to date with a total of 42 planned for the calendar year.

Zachary Oakley – Executive Director, reported the following:

- We have received good news coverage (16 articles) of the Pharma flights at RFD last month.
- Staff will be attending the Allegiant conference next week.
- Our FAA cargo ranking numbers have been released. RFD is now #15 largest cargo airport according to landed weight. There are three other airports with a few million pounds of each other.

OLD BUSINESS: None

PUBLIC COMMENTS: None

RESOLUTIONS & ORDINANCES:

Commissioner Castanza motion to approve **Resolution #24-56**, approving a one-year contract with two one-year options to Zethmayr, LLC. of Rockford, IL, for administration of Foreign Trade Zone #176. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Castanza motion to approve **Resolution #24-57** to approve a purchase of Urea from Quad Chemical Corporation of Virginia Beach, VA as bid on ITB#24-12. Budget for FY2025 snow season is \$166,000. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Castanza motion to approve **Resolution #24-58** to approve a purchase of Potassium Acetate from Cryotech De-icing Technologies of Fort Madison, IA as bid on ITB #24-14. Budget for the FY2025 snow season is \$305,000. The motion was seconded by Commissioner Myers and passed unanimously.

Commissioner Castanza motion to approve **Resolution #24-59** to approve a purchase of a Sodium Acetate/Formate blend from New Deal Deicing of Denver, CO as bid on ITB #24-15. Budget for the FY2025 snow season is \$100,000. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Castanza motion to approve **Resolution #24-60** to approve the purchase of replacement brushes and spacers from United Rotary Brush Corporation of Olathe, KS as bid on ITB #24-16. The budgeted amount for the FY2025 snow season is \$85,000. The motion was seconded by Commissioner Agnew and passed unanimously.



Commissioner Castanza motion to approve **Resolution #24-61** to approve a contract in the amount of \$1,551,000 to Stenstrom of Rockford, IL, for the removal and replacement of one Passenger Boarding Bridge and all related components. The motion was seconded by Commissioner Myers and passed unanimously.

Commissioner Castanza motion to approve **Resolution #24-62** to approve disposal in the best manner possible of Vehicle 12, 2008 Ford F-250 Truck. The motion was seconded by Commissioner Agnew and passed unanimously.

Commissioner Castanza motion to approve **Resolution #24-63** to award the contract for the reconstruction of Taxiway F to Plote Construction, Inc. of Hoffman Estates, IL. In the amount of \$7,767,212. This was bid on ITB #24-10. The motion was seconded by Commissioner Myers and passed unanimously.

There being no further business, Commissioner Myers motioned to adjourn. The motion was seconded by Commissioner Agnew and passed unanimously. The meeting was adjourned at 5:52 pm.