

**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, October 25, 2018 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:03 p.m.

| Commissioners & Legal Counsel | Present | GRAA Staff | Present | Guests/Other Staff |
|-------------------------------|---------|-----------------|---------|---|
| Pat Agnew | X | Mike Dunn | X | Brian Kunce – ARFF |
| Paul Cicero | X | Shelly Cassaro | X | Carrie Zethmayr |
| K. Edward Copeland | | Ken Ryan | | Emery Air |
| Tom Dal Santo | X | Kathy Bruggeman | X | Jim – Blackhawk Bank |
| Pat Derry | | Zack Oakley | X | Terry Dyer – local historian, author and lecturer |
| Tonya Lamia | X | Jeff Polsean | X | |
| Tom Myers | X | Matt Zinke | X | |
| Tom Lester – legal counsel | X | Seth Nygren | X | |

A motion was made by Commissioner Dal Santo, seconded by Commissioner Agnew and was unanimously approved to accept the minutes of the September 27, 2018 Regular Board Meeting. A motion was made by Commissioner Dal Santo, to accept the minutes of the Planning & Finance Committee Meeting held on October 18, 2018. Commissioner Agnew seconded the motion and the motion was unanimously approved. A motion was made by Commissioner Dal Santo, seconded by Commissioner Agnew and was unanimously approved to accept the minutes of the Public Hearing held on October 18, 2018.

STAFF REPORTS:

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

- Introduced Carrie Zethmayr, the new FTZ Administrator, gave an update on FTZ#176. She thanked the Board for the opportunity to work on the FTZ. She stated she will give quarterly reports going forward and is reconnecting with current active site companies and subzones. One new activated site in 2018 is expected and possibly two more

activated sites. Carrie is launching a new FTZ website with the same brand identity as the Airport website and will be used by as the airport as a marketing tool for FTZ#176. She also has marketing events planned in early 2019.

- The Illinois State Liquor License will be amended to reflect new corporate officers to Zack Oakley and Michell Cassaro. Executive Director Dunn added that instead of the vendor holding the liquor license, the airport holds ownership due to two factors: (1) in case the vendor changes the license is still valid (2) the license covers any event on the airport, not just the main terminal building. We received nice cooperation with the City of Rockford as well. The updated application will be submitted to the Illinois Liquor Control Commission for approval.

Zack Oakley - Deputy Director of Operations and Planning reported the following:

- Ramp expansion on the northwest cargo ramp – pavement marking is underway and almost complete. Phase II – shoulder work and landscaping should be completed by next week, weather permitting.
- UPS flight schedule is seeing an increase over last year during peak season. The number of flight will increase progressively throughout November and December. During the peak sort operation, we plan to have up to 60 flights per day. RFD will be very busy over the next 60 days.
- Cargo Building – Footings have begun and the precast panels and steel for the new building should start to go vertical no later than November 17. Everything is still on schedule for July 1, 2019.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: Mr. Terry Dyer, local historian, author, and lecturer - about to complete a 20-year project publishing the first book ever written on the 30-year history of Rockford's Camp Grant from 1917 – 1946. He expressed his concern of the concrete patios located in Bell Bowl. The cement was recycled from 1917 World War I and constructed for use for tents/barracks during World War II. They are all that is left of over 400 tents (Tent City). During World War II they were used for medical tents. Mr. Dyer asked if we know of the future of the particular area. Chairman Cicero stated that while we do not have "concrete" plans for this area at the moment; however, we would investigate the matter further. Perhaps the concrete patios could be preserved to create some sort of historical site or monument. He thanked Mr. Dyer for coming and for his interest and enthusiasm in preserving the history.

RESOLUTIONS & ORDINANCES:

Commissioner Lamia motioned to approve **Resolution #18-47** to approve the purchase of paint beads from Swarco Industries of Columbia, TN in the amount of \$18,730. Commissioner Agnew seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Ordinance #18-04** providing for the levy and assessment of taxes for the fiscal year of the Greater Rockford Airport Authority, Winnebago County, Illinois beginning May 1, 2018 and ending April 30, 2019. Commissioner Myers seconded the motion. A roll call vote indicated five ayes and zero nays and the motion passed.

Commissioner Lamia motioned to approve **Resolution #18-48** approving RFD Bid #18-10 in the amount of \$3.97 per gallon of liquid deicer (potassium acetate) to Cryotech of Fort Madison, IA in an anticipated budget amount of \$175,000. Commissioner Agnew seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-49** approving RFD Bid #18-09 in the amount of \$460.00 per ton of solid deicer to Quad Chemical of Virginia Beach, VA in an anticipated budget amount of \$160,000. Commissioner Agnew seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-50** approving RFD Bid #18-11 in the amount of \$12.75 each for Poly brushes and \$21.70 each for Wire brushes, \$1.50 each for spacers to United Rotary of Lenexa, KS in an anticipated budget amount of \$46,000. Commissioner Agnew seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Ordinance #18-05** amending Ordinance No. 13-07 of the Greater Rockford Airport Authority regulating purchases of and contracts for materials, supplies, equipment, construction and construction related services. Commissioner Agnew seconded the motion. A roll call vote indicated five ayes and zero nays and the motion passed.

Commissioner Lamia motioned to approve **Ordinance #18-06** authorizing the issuance and sale of the \$12,000,000 General Obligation Alternate Bond (landing fees revenues alternate revenue source), Series 2018, of the Greater Rockford Airport Authority, Winnebago County, Illinois, for the purpose of improving and extending the Chicago Rockford International Airport by acquiring, construction and equipping and air cargo building and related fixtures and equipment and to make related improvements to the Airport, and paying related costs and expenses; providing for the pledge of the landing fees revenues to the payment of principal of and interest on the Series 2018 bond; providing for the levy of the direct annual tax for the

payment of principal of and interest on the Series 2018 bond; providing procedures for the abatement of such tax based on the availability of alternate revenues; ratifying and confirming certain actions previously taken; and concerning related matters. Commissioner Agnew seconded the motion. A roll call vote indicated five ayes and zero nays and the motion passed.

Commissioner Lamia motioned to approve **Resolution #18-51** approving a Lease Agreement for the Northwest Cargo Building consisting of approximately 210,870 square feet commonly known as 5824 Kishwaukee Road, Rockford, Illinois for a period of five years. Commissioner Agnew seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-52** approving Business Insurance renewals for the period beginning November 1, 2018 through July 1, 2019 as presented. Commissioner Agnew seconded the motion and the motion passed unanimously.

There being no further business, Commissioner Myers motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 5:50 pm.