

**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 23, 2018 in the Greater Rockford Airport Authority Auditorium, 60 Airport Drive, Rockford, IL.

Chairman Cicero called the meeting to order at 5:06 p.m.

Commissioners & Legal Counsel	Present	GRAA Staff	Present	Guests/Other Staff
Pat Agnew	X	Mike Dunn	X	ARFF – Protec
Paul Cicero	X	Shelly Cassaro	X	Jerry Sagona - RAEDC
K. Edward Copeland	X	Ken Ryan		
Tom Dal Santo	X	Kathy Bruggeman		
Pat Derry	X	Zack Oakley	X	
Tonya Lamia	X	Jeff Polsean		
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 Copeland and was unanimously approved to accept the minutes of the June 26, 2018 Regular Board Meeting. A motion was made by Commissioner Agnew, seconded by Commissioner Myers and was unanimously approved to accept the minutes of the Planning & Finance Committee Meeting held on July 19, 2018.

STAFF REPORTS:

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

- We are working with the new cargo tenant on documents and layout of the facility in order to keep everything moving forward.
- Airfield construction is on schedule.
- We’re working on environmental studies in order to move forward with any midfield construction in the future.

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

- Reviewed the monthly Financial Report through July 31, 2018.

- Audit process is wrapping up. There are some financial changes we are going through. The final audit will be presented at the Planning & Finance Committee Meeting.

Mike Dunn – Executive Director reported the following:

- There will be an airfield tour after this meeting.
- The large Airport sign in front of the terminal will be moved to the new entrance.

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

RESOLUTIONS & ORDINANCES:

Commissioner Lamia motioned to approve **Resolution #18-31** approving a two-year contract for FTZ Administrator Services with Zethmayr, LLC of Kings, Illinois in an annual amount of \$75,000.00. Commissioner Derry seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-32** approving an amended Cafeteria Plan including a Health Flexible Spending Account and Dependent Care Flexible Spending Account. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-33** approving ITB #18-05 for demolition of 6022 Cessna Drive in the amount of \$21,400 to Northern Illinois Service Co. of Rockford, Illinois. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-34** approving Business Insurance Broker services with Alliant/Mesirow Insurance Services of Chicago, Illinois. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-35** approving a contract for 5548 Falcon Road Roof Replacement in the amount of \$30,582 to Distinctive Roofing of Rockford, Illinois. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-36** to approve a contract with CMT of Aurora, IL in the amount not to exceed \$105,000 for Terminal Phase 4 Civil Design and

Construction Phase Engineering Services. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-37** to approve a contract with Flemming Architects in the amount not to exceed \$71,327 for Terminal Phase 4 Architectural Design and Construction Phase Engineering Services. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-38** to approve an amendment approving an Amendment to Construction Manager at Risk contract with Scandrol Construction of Rockford, IL for the Terminal Project to set the Guaranteed Maximum Price for Phase 4 at \$2,201,514 per the final plans and specifications for Phase 4. Commissioner Derry seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Ordinance #18-03** to approve an Ordinance authorizing the issuance of general obligation alternate bonds (landing fees alternate revenue source) of the Greater Rockford Airport Authority, Winnebago County, Illinois, in an aggregate principal amount not to exceed \$12,000,000 for the purpose of improving and extending the Chicago Rockford International Airport by acquiring, constructing, improving and equipping an 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 publication of public notice of intent to issue such bonds; providing for holding and giving notice of a public hearing under the bond issue notification act, ratifying and confirming certain actions previously taken; and concerning related matters. Commissioner Derry seconded the motion and a roll call vote indicated seven ayes. The motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-39** to approve a retainer agreement with Schiff Hardin as bond counsel. Commissioner Copeland seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-40** to approve official intent regarding certain expenditures to be reimbursed with the proceeds of indebtedness. Commissioner Copeland seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-41** to approve design/build contract for expansion of Northwest Cargo Facility. Commissioner Dal Santo seconded the motion and the motion passed unanimously.

Commissioner Lamia motioned to approve **Resolution #18-42** approving a Reimbursement Agreement. Commissioner Agnew seconded the motion and the motion passed unanimously.

Commissioner Derry motioned to approve **Resolution #18-43** authorizing the Executive Director to negotiate the sale of 2729 Airport Drive. The motion was seconded by Commissioner Agnew and unanimously approved.

Chairman Cicero motioned to enter into executive session Pursuant to Section 5 ILCS 120/2(d) (5) of the Open Meetings Act to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. The motion was seconded by Commissioner Myers and unanimously approved. Executive session was entered.

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 6:03 pm.