

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

Chairman Cicero called the meeting to order at 5:02 p.m.

| Commissioners & Legal Counsel | Present | GRAA Staff      | Present | Guests/Other Staff   |
|-------------------------------|---------|-----------------|---------|----------------------|
| Pat Agnew                     | X       | Mike Dunn       | X       | Brian Kunce - Protec |
| Paul Cicero                   | X       | Shelly Cassaro  | X       |                      |
| K. Edward Copeland            | X       | Ken Ryan        | X       |                      |
| John Elliott                  | X       | Kathy Bruggeman | X       |                      |
| Tom Dal Santo                 |         | Zach Oakley     | X       |                      |
| Pat Derry                     | X       | Jeff Polsean    | X       |                      |
| Tom Myers                     | X       | Matt Zinke      | X       |                      |
| Tom Lester – legal counsel    | X       | Seth Nygren     | X       |                      |

A motion was made by Commissioner Myers seconded by Commissioner Agnew and was unanimously approved to accept the minutes of the December 14, 2017 Regular Board Meeting.

A motion was made by Commissioner Agnew and seconded by Commissioner Elliott and was unanimously approved to accept the minutes of the January 18, 2018 Planning & Finance Committee Meeting.

**STAFF REPORTS:**

**Jeff Polsean - Economic Development Manager** reported the following:

- The TSA screening equipment is installed and functioning on the first floor. It is being used to screen all passengers.
- Modular build-out of offices at the International Cargo Building (ICB) is in process. The project was held off until after the Peak cargo season which has since passed.

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

- UPS management staff gave us photographs of their Peak season this year. The photos show that almost every aircraft position is filled and will be a good tool to use to show the FAA the need for expanded cargo ramp positions.

**Matt Zinke – Facilities & Maintenance Manager** reported the following:

- So far we have had a fairly easy winter storm season. Any storms that we have had to deal with have been handled extremely well.

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

- Paid parking began today. All of the gates and systems are in place and working. There were only a few minimal challenges but for the most part it is going pretty well.

**Mike Dunn - Executive Director**

- We have had nothing but compliments from RFD tenants in regards to our snow removal operations this year. Great job Maintenance and Operations departments.
- David Storch has retired as the CEO of AAR. He will remain Chairman of the Board. John Holmes is the new CEO. AAR plans to have hired a total of 325 – 350 employees by summer.
- Congratulations to Chief Millard and the rest of the staff at Pro-Tec Fire Services for receiving a recent award for excellent response to the recent aircraft crash incident at RFD.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:** None

**RESOLUTIONS & ORDINANCES:**

Commissioner Elliott motioned to approve **Resolution #18-01** approving the Minor Boundary Modification application for Usage-Driven Site status on behalf of XPO Logistics, Inc. of Belvidere, IL to submit for approval to the Foreign-Trade Zones Board in Washington, DC. Commissioner Derry seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #18-02** adopting and adding the Policy Prohibiting Sexual Harassment to the policies of Greater Rockford Airport Authority in order to comply with the Illinois State Officials and Employees Ethics Act and the Illinois Human Rights Act. Commissioner Myers seconded the motion and the motion passed unanimously.

Commissioner Elliott motioned to approve **Resolution #18-03** approving a 20 year extension on the Net Ground Lease with HGRP Properties, LLC/Helm Group Inc. for Industrial Plot 25A to be the same as Industrial Plot 25 through 2054. Commissioner Copeland seconded the motion and the motion passed unanimously.

There being no further business, Commissioner Derry motioned to adjourn. The motion was seconded by Commissioner Agnew and was unanimously approved. The meeting adjourned at 5:39 pm.