

PUBLIC NOTICE OF
REGULAR AND ANNUAL BOARD MEETING

DuPAGE AIRPORT AUTHORITY
BOARD of COMMISSIONERS

NOTICE IS HEREBY GIVEN, that the Regular And Annual Meeting of the Board of Commissioners of the DuPage Airport Authority, an Illinois Special District, is scheduled for **Wednesday, January 20, 2021 at 3:00 p.m.** The meeting will convene in the Third Floor Conference Room of the Daniel L. Goodwin Flight Center Building, 2700 International Drive, West Chicago, Illinois.

The Regular Board Meeting will also be conducted as a virtual meeting as per public health guidelines to adhere to social distance recommendations. To access the meeting remotely and to view documents shown at the meeting see the following link for *GoToMeeting*:

<https://global.gotomeeting.com/join/823749709>

A **Tentative Agenda** is attached and made a part hereof this Notice.



Daniel J. Barna, Assistant Secretary
DuPage Airport Authority Board of Commissioners

POSTED: January 14 , 2021



DUPAGE AIRPORT AUTHORITY

BOARD OF COMMISSIONERS
REGULAR MEETING and ANNUAL MEETING
WEDNESDAY, JANUARY 20, 2021; 3:00 p.m.

DUPAGE AIRPORT AUTHORITY
DANIEL L. GOODWIN FLIGHT CENTER BUILDING
THIRD FLOOR CONFERENCE ROOM
2700 INTERNATIONAL DRIVE
WEST CHICAGO, ILLINOIS 60185

TENTATIVE AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT

RECESS REGULAR MEETING

CONVENE ANNUAL MEETING

1. CALL TO ORDER
2. ROLL CALL
3. ELECTION OF OFFICERS FOR THE 2021 FISCAL YEAR
 - a. Chairman
 - b. Vice-Chairman
 - c. Treasurer
 - d. Secretary
 - e. Assistant Treasurer
 - f. Assistant Secretary

4. REVIEW OF COMMITTEE ASSIGNMENTS

ADJOURNMENT OF ANNUAL MEETING

RECONVENE REGULAR MEETING

4. **APPROVAL OF MINUTES**
 - a. **November 18, 2020 Regular Board Meeting**
 - b. **December 14, 2020 Special Board Meeting**
 - c. **November 2, 2020 Special Finance Committee Meeting**

5. **DIRECTOR'S REPORT**

6. **REVIEW OF FINANCIAL STATEMENTS**

REPORT OF OFFICERS/COMMITTEES

- a. **Internal Policy and Compliance Committee**
- b. **Finance, Budget & Audit Committee**
- c. **Golf Committee**
- d. **Capital Development, Leasing & Customer Fees Committee**
- e. **DuPage Business Center**

7. **OLD BUSINESS**

None

8. **NEW BUSINESS**

- a. **Proposed Ordinance 2021-348; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2021 and Ending December 31, 2021.**
- b. **Proposed Ordinance 2021-349; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.**
- c. **Proposed Resolution 2021-2406; Approving the Use of Outside Attorneys for the Fiscal Year 2021 Beginning January 1, 2021 and Ending December 31, 2021.**
Approves utilizing the firms of Luetkehans, Brady, Garner & Armstrong and SheppardMullin to provide legal services for the 2021 fiscal year.
- d. **Proposed Resolution 2021-2407; Award of Contract to FBG Corporation for the U.S. Customs and Border Protection General Aviation Facilities Renovation.**
Approves a contract to renovate existing space in the DuPage Flight Center to accommodate U.S. Customs and Border Protection facilities. Total authorized construction of \$844,230, which includes a 7% owner's contingency.
- e. **Proposed Resolution 2021-2408; Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: U.S. Customs and Border Protection General Aviation Facilities Renovation.**
Approves a Task Order for construction observation services for the U.S. Customs and Border Protection Renovation project in an amount not-to-exceed \$134,767.84.

- f. Proposed Resolution 2021-2409; Award of Contract to Thomas Interiors for the Procurement of Furniture, Fixtures and Equipment: U.S. Customs and Border Protection General Aviation Facilities Renovation.**
Approves the procurement of furniture, fixtures and equipment for the U.S. Customs and Border Protection Renovation project. Total amount \$61,983.06 F.O.B. DuPage Airport.
- g. Proposed Resolution 2021-2410; Authorizing the Execution of a Cash Farm Lease with Donald and Beth Young.**
Approves a cash farm lease for 163 acres located north of Route 64. Annual rent of \$47,759.
- h. Proposed Resolution 2021-2411; Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski.**
Approves a cash farm lease for 25 acres located in the DuPage Business Center. Annual rent of \$3,125.
- i. Proposed Resolution 2021-2412; Authorizing the Execution of a Cash Farm Lease with Galusha Farm LLC.**
Approves a cash farm lease for 91 acres located in the DuPage Business Center. Annual rent of \$11,375.
- j. Proposed Resolution 2021-2413; Ratification of Service Order No. 10 with Aptim Environmental & Infrastructure, LLC for Environmental Services Related to Underground Storage Tank Removal and Reporting on the Pheasant Run Property.**
Ratifies the action of the Executive Director for the execution of a contract with Aptim for the removal and remediation related to underground storage tanks on the Pheasant Run Property. Total final costs of \$17,357.88.
- k. Proposed Resolution 2021-2414; Authorizing the Execution of Task Order No. 39 with CH2M for the Project: DuPage Airport Authority Land Release for Parcels 58 – 66.**
Authorizes Task Order No. 39 with CH2M for required Land Release documentation and submittal for parcels commonly known as Pheasant Run Driving Range for a not-to-exceed amount of \$49,872.00.
- l. Proposed Resolution 2021-2415; Authorizing the Execution of a Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Replacement of Homerun Ductbank.**
Approves design engineering in an amount not-to-exceed \$81,787.90 of which the Authority anticipates 95% reimbursement from Federal and State funds.
- m. Proposed Resolution 2021-2416; Authorizing the Execution of the Third Extension to Exclusive Listing Agreement with NAI Hiffman for DuPage Business Center Real Estate Brokerage Services.**
Approves a third extension with NAI Hiffman for brokerage services related to the DuPage Business Center development to now expire November 15, 2022.

- n. **Proposed Resolution 2021-2417; Approving the Execution of a Vacant Land Sales Agreement with Midwest Industrial Funds, Inc.**
Approves a Vacant Land Sales purchase agreement with Midwest Industrial Funds for an approximate 23.75 acre parcel in the DuPage Business Center for \$4.15 per square foot.

- o. **Proposed Ordinance 2021-350; Approving the Execution of an Intergovernmental Agreement with the City of West Chicago, West Chicago Library District, West Chicago Fire Protection District, West Chicago Elementary District 33, Community High School District 94 and Innovation Partners, LLC and Scannell Properties #371, LLC in Regard to a Property Tax Abatement Relative to the Development of the Midwest Property.**
Approves an Intergovernmental Agreement with multiple taxing bodies to abate up to 50% of their assessed real estate taxes for a period of ten years, limited to a total of \$4 million, in relation to the Scannell development.

- p. **Proposed Ordinance 2021-351; Ordinance Providing for Real Estate Tax Abatement Related to Scannell Properties #371, LLC.**
Approves abatement of up to 50% of property taxes owed to the DuPage Airport Authority for a period of ten years related to the Scannell development. Estimated amount \$3000.00.

- q. **Proposed Resolution 2021-2421; Authorizing the Execution of an Easement Amendment with the Commonwealth Edison Company.**
Authorizes execution of an Easement Amendment with the Commonwealth Edison company for an existing easement along Kress Road due to a utility conflict.

9. **RECESS TO EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE OR IMMINENT LITIGATION; EMPLOYEE MATTERS; THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE DUPAGE AIRPORT AUTHORITY; THE SETTING OF A PRICE FOR SALE OR LEASE OF PROPERTY OWNED BY THE DUPAGE AIRPORT AUTHORITY; AND AUTHORIZING THE DESTRUCTION OF CERTAIN VERBATIM RECORDINGS OF CLOSED SESSIONS.**

10. **RECONVENE REGULAR SESSION**

11. **OTHER BUSINESS**

- a. **Proposed Resolution 2021-2418; Ratifying the Executive Director's Execution of a Settlement Agreement Regarding Prairie Landing Tax Appeal Litigation.**

- b. **Proposed Resolution 2021-2419; Authorizing the Destruction of Certain Verbatim Recordings of Closed Sessions.**

- c. Proposed Resolution 2021-2420; Approving the Execution of a Vacant Land Purchase Agreement with Discovery Drive Investors II, LLC.**
Approve a vacant land sale purchase agreement with Discovery Drive Investors II, LLC for an approximately 42.273 acre parcel in the DuPage Business Center for \$2.957 per square foot.
- d. Proposed Resolution 2021-2402; Commemorating the Services of Charles E. Donnelly as Commissioner of the DuPage Airport Authority.**
- e. Proposed Resolution 2021-2403; Commemorating the Services of Gregory J. Posch as Commissioner of the DuPage Airport Authority.**
- f. Proposed Resolution 2021-2404; Commemorating the Services of Jeff Berls as Maintenance Manager of the DuPage Airport Authority.**
- g. Proposed Resolution 2021-2405; Commemorating the Services of Pamela Miller as Executive Assistant and Board Liaison of the DuPage Airport Authority.**

12. ADJOURNMENT