

**DuPAGE AIRPORT AUTHORITY
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE
WEDNESDAY, NOVEMBER 20, 2013**

The meeting of the Capital Development, Leasing and Customer Fees Committee of the DuPage Airport Authority Board of Commissioners was convened at the DuPage Flight Center, 2700 International Drive, West Chicago, Illinois, First Floor Conference Room on Wednesday, November 20, 2013. Committee Chairman Gorski called the meeting to order at 2:10 p.m. and a quorum was present.

Commissioners Present: Chavez, Gorski, LaMantia, Thompson.

Absent: None

DAA Staff Present: Executive Director David Bird; Mark Doles, Director of Aviation Facilities and Properties; Byron Miller, Director of Operations; Patrick Hoard, Director of Finance; Dan Barna, Procurement Manager; Pam Miller, Executive Assistant and Board Liaison.

Others: Phil Luetkehans, Schirott, Luetkehans and Garner, LLP; Michael Vonic, CH2M Hill; Dan Pape, Crawford, Murphy and Tilly; Steve Moulton, Burns & McDonnell.

Press: None

CAPITAL DEVELOPMENT
OLD BUSINESS

Executive Director Bird reported that Michael Vonic of CH2M Hill would present a method whereby easements for the Airport Authority and Business Center can be surveyed using Google Earth and can be accomplished at minimal costs for only collecting data. Mr. Vonic demonstrated the concept and discussion followed.

NEW BUSINESS

Proposed Resolution 2013-1794; Authorizing the Execution of a Non-Federal Reimbursable Agreement with the Department of Transportation Federal Aviation Administration Related to the Project to Widen Runway 2L/20R.

Executive Director Bird advised that the Airport Authority is now in the final phase of design for widening Runway 2L/20R. He continued that the project is anticipated to go out for bid in February 2014 and that one of the last pieces necessary to get the project moving forward is the FAA moving some of the visual NAVAIDS to another location and this reimbursable agreement will accomplish this. Executive Director Bird reviewed the scope of the agreement and discussion followed. Staff recommended Board approval.

A **MOTION** was made by Commissioner LaMantia to recommend Board approval for Proposed Resolution 2013-1794; Authorizing the Execution of a Non-Federal Reimbursable Agreement with the Department of Transportation Federal Aviation Administration Related to the Project to Widen Runway 2L/20R. The motion was seconded by Commissioner Thompson and was passed by roll call vote (4-0).

Proposed Resolution 2013-1795; Authorizing the Execution of Task Order No. 002R Under the Master Agreement with Kluber, Inc. for the Project; Partial Conversion of General Lighting System at the Flight Center Building.

Byron Miller advised that the Flight Center building is approaching 20 years old and the existing light fixtures are the originals using T-10 bulbs; these bulbs are being phased out and within the next few years will no longer be available. He continued that in the 2014 Capital Budget \$229,000 was included for replacement of these light fixtures and ceiling tiles. The replacement fixtures will be more energy efficient and will qualify the Airport Authority for an energy rebate.

Mr. Miller advised that Kluber Architects and Engineers, the Airport Authority's consultant, provided a proposal for design services to write the bid specifications and review the bids received for this project. Kluber provided a not to exceed proposal for this project; Mr. Miller further reviewed the scope of this project and the costs involved. Discussion followed and Commissioner LaMantia recommended that action be deferred for this proposed resolution pending further review. All Committee Members agreed.

Proposed Resolution 2013-1798; Authorizing the Execution of Task Order No. 14 Under the General Engineering Services Agreement with CH2M Hill for the Project to Route, Seal and Patch Flight Center Apron Phase II.

Byron Miller reviewed this project stating that most of the apron pavement is approaching 22 years old and is showing age. He continued that Phase I of the Flight Center Apron joint repairs was done earlier this year and Phase II will complete the remaining portion of the Flight Center Apron. Mr. Miller added that the Airport Authority's general engineering consultant, CH2M Hill provided a fee proposal for preparing construction plans and to assist the Airport Authority in obtaining bids for award of this project; Mr. Miller reviewed the scope of the project and the costs involved. Discussion followed and staff recommended Board approval.

A **MOTION** was made by Commissioner LaMantia to recommend Board approval for Proposed Resolution 2013-1798; Authorizing the Execution of Task Order No. 14 Under the General Engineering Services Agreement with CH2M Hill for the Project to Route, Seal and Patch Flight Center Apron Phase II. The motion was seconded by Commissioner Chavez and was passed by roll call vote (4-0).

Proposed Resolution 2013-1799; Authorizing the Execution of Task Order No. 15 Under the General Engineering Services Agreement with CH2M Hill for the Project to Route, Seal and Patch Taxiway C and Runway 2L/20R Pavement.

Mr. Miller advised this is the same type of project as review for pavement repair to be done on Taxiway C and Runway 2L/20R as most of this pavement is also 20 years old and in need of some repairs to extend its useful life. He continued that CH2M Hill provided a fee proposal for this preparing construction plans and assisting with the bidding process. Mr. Miller reviewed the scope of this project and the costs involved and advised that staff recommends Board approval.

A **MOTION** was made by Commissioner LaMantia to recommend Board approval for Proposed Resolution 2013-1799; Authorizing the Execution of Task Order No. 15 Under the General Engineering Services Agreement with CH2M Hill for the Project to Route, Seal and Patch Taxiway C and Runway 2L/20R Pavement. The motion was seconded by Commissioner Thompson and was passed by roll call vote (4-0).

LEASING AND CUSTOMER FEES

OLD BUSINESS

Proposed Resolution 2013-1783; Authorizing the Execution of a License Agreement with the DuPage Business Center Property Owners Association.

Attorney Luetkehans advised that at the September Board Meeting Resolution 2013-1782 was passed authorizing a number of personal property items located within the DuPage Business Center to be conveyed to the Owners Association. These items are located within the right of way dedicated to the City of West Chicago. The Association will also need the right of enter the right of way to maintain the property and this license agreement authorizes this action. Discussion followed and Attorney Luetkehans recommended Board approval.

A **MOTION** was made by Commissioner Thompson to recommend Board approval for Proposed Resolution 2013-1783; Authorizing the Execution of a License Agreement with the DuPage Business Center Property Owners Association. The motion was seconded by Commissioner Chavez and was passed by roll call vote (4-0).

Proposed Resolution 2013-1785; Rescinding Resolution 2013-1781; Declaring Certain Real Property Surplus and Authorizing Publication of Notice Requesting Offers to Purchase Authority Real Property.

Attorney Luetkehans continued by explaining that at the September Board Meeting a Resolution was passed declaring the ponds located in the DuPage Business Center to be surplus property and authorizing publication of a notice requesting offers to purchase the ponds. He continued that with further research it was determined the ponds were specifically excepted from, the FAA land release in the Business Center and the Airport Authority cannot convey title to the ponds thus requiring this resolution to be rescinded. Discussion followed. Attorney Luetkehans recommended Board approval.

A **MOTION** was made by Commissioner LaMantia to recommend Board approval for Proposed Resolution 2013-1785; Rescinding Resolution 2013-1781; Declaring Certain Real Property Surplus and Authorizing Publication of Notice Requesting Offers to Purchase Authority Real Property. The motion was seconded by Commissioner Thompson and was passed by roll call vote (4-0).

Proposed Resolution 2013-1803; Authorizing the Execution of an Easement Agreement with the DuPage Business Center Property Owners Association.

Attorney Luetkehans continued to explain that since the ponds cannot be granted to the Business Owner's Association, another means is needed to allow for development of the Business Center and to utilize the ponds for drainage. He continued that this proposed easement agreement with the Business Center Property Owners Association reserves the Airport Authority's right to maintain the ponds and ensure the ponds are properly maintained. He continued to further review the terms of the easement agreement. Discussion followed and Commissioner Gorski made the following modification:

New paragraph 2:

2. Easement and Use. *Grantor hereby grants to Grantee a non-exclusive easement on, over, under and/or across the Easement Areas for use only as common storm water retention and detention as part of the Common Areas and Amenities of the DuPage Business Center, as those terms are defined in the permitting and regulations, including but not limited to any storm water regulations that may be applicable to the easement Areas and the ponds located therein. Grantor shall have the right to control limit or regulate the use of said Easement Areas by Grantee, any Lot Owner or Member of Grantee, to insure that the Easement Areas are in compliance with all local, municipal, county, state and federal permitting and regulations, including but not limited to any storm water regulations that may be applicable to the Easement Areas and the ponds located therein. Any proposed use of the Easement Areas must be approved by Grantor in advance of said use.*

A **MOTION** was made by Commissioner LaMantia to recommend Board approval for Proposed Resolution 2013-1785; Rescinding Resolution 2013-1781; Declaring Certain Real Property Surplus and Authorizing Publication of Notice Requesting Offers to Purchase Authority Real Property as modified. The motion was seconded by Commissioner Thompson and was passed by roll call vote (4-0).

Proposed Resolution 2013-1784; Rescinding Resolution 2013-1782 and Declaring Certain Real Property Surplus and Authorizing the Transfer of Property.

Attorney Luetkehans stated that as previously discussed, at the September Board Meeting the Authority approved Resolution 2013-1782 which authorized the transfer of a number of personal property items located within the Business Center including the pond aerators and pumps. He continued that since the Authority will not convey the ponds to the association, the pond pumps and aerators should not be conveyed to the Association but retained by the Airport Authority. Attorney Luetkehans stated that Resolution 2013-1784 will rescind resolution 2013-1882 and authorize conveyance of all the items listed except for the pond aerators and pumps. Attorney Luetkehans recommended Board approval. Discussion continued briefly.

A **MOTION** was made by Commissioner LaMantia to recommend Board approval for Proposed Resolution 2013-1784; Rescinding Resolution 2013-1782 and Declaring Certain Real Property Surplus and Authorizing the Transfer of Property. The motion was seconded by Commissioner Thompson and was passed by roll call vote (4-0).

Proposed Resolution 2013-1800; Authorizing the Execution of a Cash Farm Lease Agreement for 361 Acres with Henry Harvell.

Dan Barna reviewed this proposed resolution stated that the Airport Authority currently contracts for hay crop farming for approximately 325 acres of land located in the DuPage Business Park. He discussed the previous crops planted and the amount of yield that was provided and advised that upon review staff has determined that 361 acres will now be available for farming and additional crops of alfalfa, soybean or wheat would be allowed for planting. He also added that a three year cash farm lease is proposed to

increase farm revenues received from this land. Mr. Barna discussed the terms of this three year Cash farm lease and staff recommended Board approval and discussion occurred.

A **MOTION** was made by Commissioner Thompson to recommend Board approval for Proposed Resolution 2013-1800; Authorizing the Execution of a Cash Farm lease Agreement for 361 Acres with Henry Harvell. The motion was seconded by Commissioner Chavez and was passed by roll call vote (4-0).

RECESS TO EXECUTIVE SESSION

None

OTHER BUSINESS

None

Commissioner Thompson made a **MOTION** to adjourn the Capital Development, Leasing and Customer Fees Committee Meeting; the **motion was seconded** by Commissioner Chavez and was unanimously passed by voice vote. The meeting was adjourned at 2:50 p.m.

Approved at the March 19, 2014 Board Meeting

**Gerald M. Gorski, Chairman
Capital Development, Leasing and Customer Fees Committee**