

**DuPAGE AIRPORT AUTHORITY  
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE  
WEDNESDAY, SEPTEMBER 20, 2017**

The meeting of the Capital Development, Leasing and Customer Fees Committee of the DuPage Airport Authority Board of Commissioners was convened at the Daniel L. Goodwin Flight Center Building, First Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Wednesday, September 20, 2017. Committee Chairman Wagner called the meeting to order at 2:00 p.m. A quorum was present for this meeting.

**Commissioners Present:** Chavez, Posch, Sharp, Wagner.

**Absent:** Ledonne

**DAA Staff Present:** Executive Director David Bird; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance and Prairie Landing Golf Club; Dan Barna, Operations and Capital Program Manager; Pamela Miller, Executive Assistant and Board Liaison.

**Others:** Phil Luetkehans, Schirott, Luetkehans and Garner

**Press:** None

**CAPITAL DEVELOPMENT**  
**NEW BUSINESS**

**Proposed Resolution 2017-2114; Award of Contract to Campton Construction, Inc. for the DuPage Business Center Excavation Project.**

*Approves a project to excavate and fill approximately 3,500 cubic yards of soil at the DuPage Business Center. Total authorized construction not-to-exceed \$51,700, which includes a 10% owner's contingency.*

Dan Barna explained that the Airport Authority maintenance staff has identified areas in need of excavation at the DuPage Business Center. Mr. Barna reviewed the scope of this excavation project and stated five bids were received; Campton Construction was determined to be the low, responsive, responsible bidder. He reviewed the terms of this contact and costs associated for completion. Discussion followed; staff recommended approval.

A **MOTION** was made by Commissioner Sharp for Proposed Resolution 2017-2114; Award of Contract to Campton Construction, Inc. for the DuPage Business Center Excavation Project. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2017-2115; Award of Contract to Quantum Sign Corporation for Fabrication and Installation of Exterior Wayfinding Signage.**

*Approves a project to fabricate and install wayfinding landside signage on Airport property. Total authorized construction not-to-exceed \$126,409.80, which includes a 10% owner's contingency.*

Mr. Barna explained the wayfinding directional signs around the campus of the Airport are very poor and lack consistency. He advised that CH2M assisted the Airport Authority to prepare design specifications for five Kiosk structures and several post and panel signs to be located around the Airport campus. Mr. Barna reviewed the specific locations and style of these proposed new signs. He continued that a Request for Proposal (RFP) process was conducted and five proposals were received. An Evaluation panel was established and upon review of the proposals Quantum Sign Company was recommended for award of this contract. Mr. Barna also reviewed the costs associated with his contract. Discussion followed.

A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2017-2115; Award of Contract to Quantum Sign Corporation for Fabrication and Installation of Exterior Wayfinding Signage. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2017-2116; Authorizing the Execution of a Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update.**

*Authorized the execution of a Professional Services Agreement to conduct an Airport Master Plan and ALP Update for a fee not-to-exceed \$709,942.*

Executive Director Bird stated the current Master Plan Update was completed by Jacobs Consultancy in 2009. He continued that most of the significant projects that were anticipated in this plan have been completed: Extension of Runway 2R-20L; Runway 2L-20R Widening; Runway 10-28 Overlay; Construction of Aircraft Rescue and Fire Fighting (ARFF) Station; Security and Wildlife Upgrades to Airport Perimeter Fencing. Executive Director Bird advised with completion of these projects it is time for an update for the Master Plan to look at the overall future of the airfield and the Airport Authority's land resources. He added that a Request for Qualifications (RFQ) Process was conducted and two submissions were received. An Evaluation Panel was established and after review Crawford, Murphy & Tilly, Inc. was selected. Executive Director Bird introduced Craig Loudon of Crawford, Murphy & Tilly and Mr. Loudon reviewed the scope of work and terms of this Professional Services Agreement. Discussion followed and staff recommended approval.

A **MOTION** was made by Commissioner Posch to approve Proposed Resolution 2017-2116; Authorizing the Execution of a Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2017-2117; Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski for 220 Acres.**

*Authorizes a one (1) year Cash Farm Lease subject to two (2) one (1) year extensions at the sole discretion of the Authority. Annual rent of \$23,100 (\$105 per acre) paid on March 15<sup>th</sup>.*

Mr. Barna explained the Airport Authority leases 316 acres of farm parcels in the DuPage Business Center and advised the crops grown here are restricted to hay, soybeans, and wheat. He added an additional lease for 96 of the 316 acres is held by Henry Harvell and negotiations were undertaken with several local farmers for farming the remaining 220 acres. Jeff Laczynski

is recommended for approval for this Cash Farm Lease and Mr. Barna reviewed the terms and scope of work as well as revenues expected for the Airport Authority. Discussion followed and staff recommended approval.

A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2017-2117; Authorizing the Execution of Cash Farm Lease with Jeff Laczynski for 220 Acres. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2017-2118; Authorizing the Execution of a Utility Easement with Commonwealth Edison.**

*Authorizes the execution of an easement to Commonwealth Edison Company for installation of facilities adjacent to Kautz Road and International Drive.*

Dan Barna and Attorney Luetkehans reviewed this Utility Easement. Mr. Barna stated that Commonwealth Edison has an existing easement on the North side of International Drive near Kautz Road and now are looking for an additional 20 X 50-foot easement adjacent to the existing lease for installing certain electrical facilities. Discussion continued. Staff and legal counsel recommended approval.

A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2017-2118; Authorizing the Execution of a Utility Easement with Commonwealth Edison. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2017-2119; Authorizing the Execution of Certain Documents for 1525 Kautz Road.**

*Authorizes the execution of a Consent to Assignment of Land Lease and Estoppel Certificate for the tenant's assignment of the Land Lease Agreement for the Airport Authority property known as 1525 Kautz Road, West Chicago, Illinois.*

Mark Doles explained the Airport Authority has leased the land for the structure on Kautz Road since 2001 and the initial term of this lease ends May 9, 2039. The current tenant, KC Investments, seeks to assign its interests in the land lease to 1525 Kautz LLC. and legal counsel has drafted a consent to Assignment of Land Lease and an Estoppel Certificate for this purpose. Discussion followed and Board approval was recommended.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2017-2119; Authorizing the Execution of Certain Documents for 1525 Kautz Road. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2017-2120; Authorizing the Execution of a Waiver Agreement with CenterPoint Properties Trust to Terminate CNT's Exclusive Right to Develop and Lease the DuPage Business Center as it Relates to Norix Group, Inc.**

*Agreement with CenterPoint Properties Trust to waive right to lease or sell land to Norix in exchange for fee of \$100,000.*

Attorney Luetkehans discussed the terms of this Waiver Agreement with CenterPoint Properties Trust as it relates to the Norix Group Inc. Discussion followed and Board approval was recommended.

A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2017-2120; Authorizing the Execution of a Waiver Agreement with CenterPoint Properties Trust to Terminate CNT's Exclusive Right to Develop and Lease the DuPage Business Center as it Relates to Norix Group, Inc. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2017-2121; Approving the Execution of a Temporary Construction Easement Agreement Between the DuPage Airport Authority, the County of Kane and National Technologies NTI.**

*Agreement to provide temporary construction easement to County of Kane and National Technologies NTI to make duct bank repairs in the DuPage Business Center.*

Attorney Luetkehans reviewed the need for this temporary construction easement as it relates to the DuPage Business Center Communication Building. CenterPoint currently has a lease with ISI who operates the Communications Building and beginning October 1, 2017 the DuPage Business Center Owner's Association will enter into an Agreement with ISI to continue operations. ISI will enter into an agreement with Kane County for repairs to the duct banks because they are no longer viable due to the previous road construction at Roosevelt Road; as a result this temporary construction easement agreement is required. Discussion followed and Board approval was recommended.

A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2017-2121; Approving the Execution of a Temporary Construction Easement Agreement Between the DuPage Airport Authority, the County of Kane and National Technologies NTI. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (4-0).

**RECESS TO EXECUTIVE SESSION**

There was no Executive Session.

**OTHER BUSINESS**

**None**

Commissioner Posch made a **MOTION** to adjourn the Capital Development, Leasing and Customer Fees Committee Meeting; the **motion was seconded** by Commissioner Chavez and was passed by unanimous voice vote. The committee meeting was adjourned at 2:32 p.m.



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Daniel J. Wagner, Chairman

Capital Development, Leasing and Customer Fees Committee