

**DuPAGE AIRPORT AUTHORITY  
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE  
WEDNESDAY, JANUARY 24, 2018**

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, January 24, 2018. Committee Chairman Wagner called the meeting to order at 2:30 p.m. A quorum was present for this meeting.

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

**Absent:** None

**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; Michael Vonic, CH2M; Craig Loudon, Crawford, Murphy and Tilly.

**Press:** None

**CAPITAL DEVELOPMENT**

**NEW BUSINESS**

**Proposed Resolution 2018-2137; Authorizing the Execution of a Cash Farm Lease with Galusha Farm for 96 Acres.**

*Authorizes the execution of a one (1) year Cash Farm Lease for 96 acres at \$175 per acre, \$16,800 annual rent. Subject to two (2) one (1) year extensions at the sole discretion of the Authority.*

Dan Barna reviewed the Airport Authority's current cash farm leases and the comparison of revenues for 2017 and 2018. The current cash farm lease with Henry Harvel for 96 acres at the DuPage Business Center has expired and staff has negotiated a cash farm lease with Galusha Farm LLC. for this area. He reviewed the terms of the cash farm lease and the potential revenue for the Airport Authority. Discussion followed.

A **MOTION** was made by Commissioner Ledonne for Proposed Resolution 2018-2137; Authorizing the Execution of a Cash Farm Lease with Galusha Farm for 96 acres. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (5-0).

**Proposed Resolution 2018-2138; Authorizing the Execution of Task Order No. 10 with CH2M for Professional Consulting Services Associated with Preliminary Bridging Documents for the Federal Inspection Services Facility at the DuPage Flight Center.**

*Authorizes the execution of Task Order 10 with CH2M for preliminary bridging document preparation for a new U.S. Customs Federal Inspection Services (FIS) Facility incorporated into the existing Flight Center facilities. Total fees not-to-exceed \$37,375.*

Mark Doles explained the Airport Authority has budgeted \$2.555 million for construction of a Federal Inspection Services Facility (FIS) for US Customs and Border Protection to support the user-fee services provided at DuPage Airport. These customs services have been provided at DuPage since 1997 and are a very important amenity offered by the Airport. He continued to discuss the need for DuPage Airport to comply to the standards for a user fee FIS facility and the two potential scenarios to be considered for this construction. CH2M will assist with the analysis of existing FIS facilities in support of future bridging documents to allow for a competitive qualifications process. Staff is requesting approval of a Task Order with CH2M to commence the Design Build process for construction of this facility. Mr. Doles advised that if the Airport Authority does not comply with these standards, there is a strong risk of losing the US Customs services at DuPage. He continued to review the two potential scenarios to be considered for construction of these facilities and the costs associated with this Task Order to develop bridging documents. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2018-2138; Authorizing the Execution of Task Order No. 10 with CH2M for Professional Consulting Services Associated with Preliminary Bridging Documents for the Federal Inspection Services Facility at the DuPage Flight Center. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (5-0).

**RECESS TO EXECUTIVE SESSION**

There was no Executive Session.

**OTHER BUSINESS**

**None**

Commissioner Ledonne 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 2:39 p.m.

**Board Approved at the March 14, 2018 Meeting**

**Daniel J. Wagner, Chairman**

**Capital Development, Leasing and Customer Fees Committee**