

**DuPAGE AIRPORT AUTHORITY
REGULAR BOARD MEETING
Wednesday, June 20, 2018**

The Regular Meeting of the Board of Commissioners of the DuPage Airport Authority was convened at the Daniel L. Goodwin Flight Center Building, 2700 International Drive, West Chicago, Illinois, First Floor Conference Room; Wednesday, June 20, 2018. Chairman Davis called the meeting to order at 3:02 p.m. and a quorum was present for the meeting.

Commissioners Present: Chavez, Davis, Donnelly, Getz, LaMantia, Posch, Wagner.

Commissioners Absent: Ledonne (joined the meeting via conference call); Sharp.

DuPage Airport Authority Staff Present: David Bird, Executive Director; Dan Barna, Operations and Capital Programs Manager; Robb Walker, Senior Accountant; Pamela Miller, Executive Assistant and Board Liaison.

Others in Attendance: Phil Luetkehans, Schirott, Luetkehans and Garner; Mark Moran, NAI Hiffman; Michael Vonic, CH2M; Randy Machelski, SmithGroup JJR; The Norix Group; Dan Swanson, DuPage Pilots Association; Patrick Brady, Next Generation Public Affairs; Brian Welker, Crawford, Murphy and Tilly.

Members of the Press:

None

PUBLIC COMMENT

Dan Swanson initially asked to address the Board during the Public Comment period but later withdrew his request.

APPROVAL OF MINUTES

Chairman Davis asked for additions or corrections to the minutes of the May 23, 2018 Regular Board Meeting and there were none. Commissioner LaMantia made a **MOTION** to approve the minutes of the May 23, 2018 Regular Board Meeting and Commissioner Chavez **seconded the motion**. The motion was passed by roll call vote (7-0).

Chairman Davis asked for additions or corrections to the minutes of the May 23, 2018 Capital Development, Leasing and Customer Fees Committee Meeting and there were none. Commissioner Posch made a **MOTION** to approve the minutes of the May 23, 2018 Capital Development, Leasing and Customer Fees Committee Meeting and Commissioner Chavez **seconded the motion**. The motion was passed by roll call vote (7-0).

Chairman Davis asked for additions or corrections to the minutes of the May 23, 2018 Finance, Budget and Audit Committee Meeting and there were none. Commissioner Donnelly made a **MOTION** to approve the minutes of the May 23, 2018 Finance, Budget and Audit Committee Meeting and Commissioner Chavez **seconded the motion**. The motion was passed by roll call vote (7-0).

DIRECTOR'S REPORT

Executive Director Bird discussed the monthly operating statistics:

Fuel sales for the month of May have been significant; Jet A sales exceeded the May 2012 fuels sales during the NATO Summit Meeting held in Chicago.

100 LL fuel sales for May were up 1.1% (199 gallons) 2018 versus 2017. For the year, sales were up nearly 1% for 100 LL; Jet A fuel sales were up 7.6%, 2018 versus 2017. Total gallons sold increased 17% for May 2018 versus 2017 and 7.1% for the year, 2018 versus 2017.

Current operations data has not yet been received from the FAA.

For May 2018, transient operations were up for the year; local operations were impacted by weather during May. Discussion followed.

Executive Director Bird advised the "Back to School" event has been scheduled for August 28 and will again be held at the Aircraft Rescue and Fire Fighting (ARFF) Station at DuPage Airport. WGN Radio will be broadcasting live from the Airport for this event. Discussion followed.

Executive Director Bird reported that work continues with the Master Plan Update. Brian Welker with Crawford, Murphy and Tilly reported evaluations are ongoing to address the crosswind needs on Runway 10-28. Discussion followed. The next Master Plan Update Steering Committee Meeting is anticipated to be held later in the year.

Executive Director Bird introduced Patrick Brady, Next Generation Public Affairs, to provide the legislative update. Mr. Brady reported in 2017 the drone legislation was passed; the 2018 Legislative Session has been mainly monitoring potential legislation regarding the distribution of tax revenues as they are returned to airports in Illinois. He presented an example of how the revenues might be redistributed if this legislation had passed and reported much work was necessary to continue to monitor and stop this legislation. He advised that ultimately the legislation was not brought forth for passage but would likely be addressed again during the Veto Session. Discussion continued.

Executive Director Bird asked Dan Barna to update the Board on current construction projects. Mr. Barna reported that 52% of the capital projects anticipated for 2018 have been completed with some of the smaller projects being deferred to 2019. He reviewed the progress of the Capital Program, highlighting the completed projects and projects anticipated for 2019. Discussion followed.

REVIEW OF FINANCIAL STATEMENTS

Patrick Hoard was absent and Robb Walker, Senior Accountant for the Finance Department, reviewed the financial statements for May. Discussion followed.

REPORT OF COMMITTEES

Finance, Budget and Audit Committee:

Commissioner Donnelly served as Chair for the Finance Committee Meeting in Commissioner Ledonne's absence. He advised the Finance, Budget and Audit Committee met earlier in the day and all items appearing on the Committee agenda were favorably recommended for consideration by the Board.

Capital Development, Leasing and Customer Fees:

Commissioner Wagner reported the items appearing on the Board Meeting Agenda were discussed and favorably recommended for passage by the Board except for one item under the *Other Business* portion of the agenda. This item will be discussed during the Executive Session of the full Board; no formal recommendation was made by the Committee.

Internal Policy and Compliance Committee:

Commissioner LaMantia advised the Internal Policy and Compliance Committee did not meet and she had no report.

Golf Committee:

Commissioner Donnelly stated there was no Golf Committee held for this month. He reported the new golf carts are now in use with many compliments being received from customers. He advised the golf course is in great condition and golf rounds were increased 180 rounds more than in May 2017. Commissioner Donnelly continued that seven golf outings had taken place during the first 15 days of June with four more bookings for the remainder of the year. He stated 27 weddings have been booked for 2018; currently six (6) weddings are booked for 2019. Discussion followed.

DuPage Business Center:

Mark Moran of NAI Hiffman reported robust activity is continuing to be seen at the Business Center with four sites currently under contract. He reviewed this activity and reported on the progress of marketing efforts for the Business Center. Discussion followed.

NEW BUSINESS

Proposed Ordinance 2018-325; 2018-2019 Prevailing Rate of Wages.

Executive Director Bird read into the record Proposed Ordinance 2018-325 and advised this was considered by the Finance Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Donnelly to approve Proposed Ordinance 2018-325; 2018-2019 Prevailing Rate of Wages. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (7-0).

Proposed Resolution 2018-2177; Resolution for the Disposal/Destruction of Surplus Personal Property. Authorizes the sale of (1) 2005 Hustler Mower and (1) 1999 Skyjack Aerial Lift through a public internet auction.

Executive Director Bird read into the record Proposed Resolution 2018-2177 and advised this was considered by the Finance Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Donnelly to approve Proposed Resolution 2018-2177; Resolution for the Disposal/Destruction of Surplus Personal Property. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (7-0).

Proposed Resolution 2018-2178; Award of Contract to Preform Traffic Control Systems, Ltd. for Pavement Marking Services.

Authorizes a three (3) year contract for airfield, roadway and parking lot pavement markings. Three (3) year cost not-to-exceed \$201,293.06, which includes a 10% owner's contingency.

Executive Director Bird read into the record Proposed Resolution 2018-2178 and advised this was considered by the Finance Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Donnelly to approve Proposed Resolution 2018-2178; Award of Contract to Preform Traffic Control Systems, Ltd. for Pavement Marking Services. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

Proposed Resolution 2018-2179; Award of Contract to Behm Pavement Maintenance, Inc. for Sealcoating and Crack Repair.

Authorizes a sealcoating and crack repair project in parking lots adjacent to international Drive and Aviation Avenue. Total costs not-to-exceed \$50,183.38, which includes a 10% owner's contingency.

Executive Director Bird read into the record Proposed Resolution 2018-2179 and advised this was considered by the Capital Development Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Posch to approve Proposed Resolution 2018-2179; Award of contract to Behm Pavement Maintenance, Inc. for Sealcoating and Crack Repair. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (7-0).

Proposed Resolution 2018-2180; Authorizing the Execution of a Design Phase Engineering Services Agreement with Burns & McDonnell for the Airport Improvement Program Project Known as: Construct North Perimeter Road Extension.

Authorizes design for the North Perimeter Road Extension Project. Not-to-exceed amount of \$36,832.03. Percentage of funding to be reimbursed by Federal and State funds.

Executive Director Bird read into the record Proposed Resolution 2018-2180 and advised this was considered by the Capital Development Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Wagner to approve Proposed Resolution 2018-2180; Authorizing the Execution of a Design Phase Engineering Services Agreement with Burns & McDonnell for the Airport Improvement Program Project Known as: Construct North Perimeter Road Extension. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

Proposed Resolution 2018-2181; Authorizing the Execution of a Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Rehabilitate Echo T-Hangar Pavement Phase II.

Authorizes design for the Phase II Echo T- Hangar Pavement Rehabilitation Project. Not-to-exceed amount of \$16,375.44. Percentage of funding to be reimbursed by Federal and State funds.

Executive Director Bird read into the record Proposed Resolution 2018-2181 and advised this was considered by the Capital Development Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2018-2181; Authorizing the Execution of a Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Rehabilitate Echo T-Hangar Pavement Phase II. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

Proposed Resolution 2018-2182; Authorizing Change Order No. 1 to the Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update.

Authorizes a Change Order in the amount of \$12,490 for additional land use analysis, increasing the original not-to-exceed Agreement cost of \$709,950 to \$722,440.

Executive Director Bird read into the record Proposed Resolution 2018-2182 and advised this was considered by the Capital Development Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2018-2182; Authorizing Change Order No. 1 to the Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

Proposed Resolution 2018-2183; Authorizing the Execution of a Temporary Construction Easement Agreement Between the DuPage Airport Authority and FCL Builders, LLC.

Grants an Easement to FCL Builders to allow temporary storage of excess soil and construction trailer during construction of the SunCast Building. Easement expires December 31, 2019.

Executive Director Bird read into the record Proposed Resolution 2018-2183 and advised this was considered by the Capital Development Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Posch to approve Proposed Resolution 2018-2183; Authorizing the Execution of a Temporary Construction Easement Agreement Between the DuPage Airport Authority and FCL Builders, LLC. The **motion was seconded** by Commissioner LaMantia and was passed by roll call vote (7-0).

Proposed Resolution 2018-2184; Authorizing the Execution of the Sixth Amendment to the Intergovernmental Agreement with West Chicago.

Modifies the Intergovernmental Agreement between the Authority and the City of West Chicago to revise Section 10.5 of the West Chicago Zoning Ordinance. Also, provides that future revisions of Section 10.5 may be done by agreement of the Authority and the City without formal Intergovernmental Agreement modification.

A **MOTION** was made by Commissioner Wagner to approve Proposed Resolution 2018-2184; Authorizing the Execution of the Sixth Amendment to the Intergovernmental Agreement with West Chicago. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

Proposed Resolution 2018-2185; Authorizing the Execution of the Second Amendment to Declaration of Covenants, Conditions, Restrictions and Easements for the DuPage Business Center.

Amends the Declaration for the Covenants, Conditions, Restrictions and Easements for the DuPage Business Center by Modifying the Minimum Design Standards for the Business Center.

Executive Director Bird read into the record Proposed Resolution 2018-2185 and advised this was considered by the Capital Development Committee and recommended for Board approval.

Attorney Luetkehans reviewed some suggested modifications for this Second Amendment as recommended by Commissioner LaMantia and advised these would be included prior to execution. Discussion followed.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2018-2185; Authorizing the Execution of the Second Amendment to Declaration of Covenants, Conditions, Restrictions and Easements for the DuPage Business Center subject to the modifications as presented. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

Proposed Resolution 2018-2186; Approving the Extension of the Inspection Period in the Vacant Land Purchase Agreement with Midwest Industrial Funds, Inc.

Grants an extension until August 31, 2018 to Midwest Industrial Funds, Inc. of the Inspection Period in the Vacant Land Sales Agreement for the Purchase of up to approximately 27 acres in the DuPage Business Center.

Executive Director Bird read into the record Proposed Resolution 2018-2186 and advised this was considered by the Capital Development Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Wagner to approve Proposed Resolution 2018-2186; Approving the Extension of the Inspection Period in the Vacant Land Purchase Agreement with Midwest industrial Funds, Inc. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (7-0).

Proposed Ordinance 2018-326; Approving the Execution of an Intergovernmental Agreement Between the City of West Chicago, the DuPage Airport Authority, West Chicago Library District, West Chicago Fire Protection District, West Chicago Elementary School District 33, Community High School District 94, West Chicago Park District and Ball Horticultural Company in Regard to a Property Tax Abatement Relative to the Redevelopment of the Ball Horticultural Company Property.

Approves an Intergovernmental Agreement for the purpose of granting a real estate tax abatement to the Ball Horticultural Company up to a maximum amount of \$4,000,000 over ten years.

Executive Director Bird read into the record Proposed Ordinance 2018-326 and advised this was considered by the Capital Development Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Posch to approve Proposed Ordinance 2018-326; Authorizing the Execution of an Intergovernmental Agreement Between the City of West Chicago, the DuPage Airport Authority, West Chicago Library District, West Chicago Fire Protection District, West Chicago Elementary School District 33, Community High School District 94, West Chicago Park District and Ball Horticultural Company in Regard to a Property Tax Abatement Relative to the Redevelopment of the Ball Horticultural Company Property. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

Proposed Ordinance 2018-327; Ordinance Providing for Real Estate Tax Abatement.

Requires that the DuPage County Clerk abate real estate taxes for Ball Horticultural Company pursuant to an Intergovernmental Agreement with certain local taxing bodies.

Executive Director Bird read into the record Proposed Ordinance 2018-327 and advised this was considered by the Capital Development Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Wagner to approve Proposed Ordinance 2018-327; Ordinance Providing for Real Estate Tax Abatement. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (7-0).

OLD BUSINESS

Proposed Resolution 2018-2175; Approving the Concept Plan for 1 Innovation Drive.

Approves the Concept Plan for Norix Group, Inc. of a 163,451-square foot manufacturing and warehouse facility at 1 Innovation Drive in the DuPage Business Center.

Executive Director Bird read into the record Proposed Resolution 2018-2175 and advised this was considered by the Capital Development Committee and recommended for Board approval.

A **MOTION** was made by Commissioner Donnelly to approve Proposed Resolution 2018-2175; Approving the Concept Plan for 1 Innovation Drive. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (7-0).

RECESS TO EXECUTIVE SESSION

A **MOTION** was made by Commissioner LaMantia to recess to Executive Session for the discussion of the purchase or lease of real property for the use of the DuPage Airport Authority; and the setting of a price for sale or lease of property owned by the DuPage Airport Authority. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (7-0). The Regular Meeting was recessed to Executive Session at 3:55 p. m. and was reconvened at 4:47 p.m. Upon roll call, a quorum was present for the remainder of the Regular Board Meeting.

OTHER BUSINESS

Proposed Resolution 2018-2187; Resolution Approving a Modification to the Purchase Agreement dated January 24, 2018 with Discovery Drive Investors, LLC.

Approves a modification to the purchase price of the property located at 805 Discovery Drive due to unforeseen site conditions.

Executive Director Bird read into the record Proposed Resolution 2018-2187 and there was no further discussion.

A **MOTION** was made by Commissioner Wagner to approve Proposed Resolution 2018-2187; Resolution Approving a Modification to the Purchase Agreement dated January 24, 2018 with Discovery Drive Investors, LLC. subject to the modifications as presented during the Execution Session of the Board. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

A **MOTION** was made by Commissioner Chavez to adjourn the Regular Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Getz and was passed unanimously by voice vote; the meeting was adjourned at 4:50 p.m.



Stephen L. Davis, Chairman

(ATTEST)



Donald C. Sharp, Secretary