

**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 **Thursday, January 17, 2019 at 3:00 p.m.** This meeting was rescheduled from January 16, 2019 to January 17, 2019 by public notice on January 4, 2019. The meeting will convene in the First Floor Conference Room of the Daniel L. Goodwin Flight Center Building, 2700 International Drive, West Chicago, Illinois. A **Tentative Agenda** is attached and made a part hereof this Notice.



**Mark Doles, Assistant Secretary  
DuPage Airport Authority Board of Commissioners**

**POSTED: January 10, 2019**



**BOARD OF COMMISSIONERS  
REGULAR MEETING and ANNUAL MEETING  
THURSDAY, JANUARY 17, 2019; 3:00 p.m.**

**DUPAGE AIRPORT AUTHORITY  
DANIEL L. GOODWIN FLIGHT CENTER BUILDING  
FIRST 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 2019 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 14, 2018 Regular Board Meeting**
  - b. December 14, 2018 Special Board Meeting**
  - c. November 14, 2018 Capital Development, Leasing and Customer Fees Committee**
  - d. November 14, 2018 Finance, Budget and Audit Committee**
  - e. November 14, 2018 Golf Committee**
  
- 5. DIRECTOR'S REPORT**
  
- 6. REVIEW OF FINANCIAL STATEMENTS**
  
- 7. 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**
  
- 8. MASTER PLAN UPDATE PRESENTATION BY CRAWFORD, MURPHY & TILLY.**
  
- 9. OLD BUSINESS**

**None**
  
- 10. NEW BUSINESS**
  - a. Proposed Ordinance 2019-331; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2019 and Ending December 31, 2019.**

***Finance Committee***
  
  - b. Proposed Ordinance 2019-332; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.**

- c. Proposed Resolution 2019-2223; Approving the Use of Outside Attorneys for the Fiscal Year 2019 Beginning January 1, 2019 and Ending December 31, 2019.**  
*Approves utilizing the firms of Schirott, Luetkehans and Garner, LLC and SheppardMullin to provide legal services for the 2019 fiscal year.*
- d. Proposed Resolution 2019-2224; Authorizing the Execution of a Contract with Citywide Building Maintenance, Inc. for Janitorial Services.**  
*Approves a one (1) year janitorial contract, subject to two (2) one (1) year extensions at the sole discretion of the Airport Authority. Year 1 cost - \$106,175.58, Year 2 cost - \$108,299.09, Year 3 cost - \$111,006.57*  
**Finance Committee**
- e. Proposed Resolution 2019-2225; Award of Contract to Construction Solutions of Illinois, Inc. for 3<sup>rd</sup> Floor Flight Center Interior Renovations.**  
*Approves a demolition and remodel project of 5,670 sf of space on the 3<sup>rd</sup> floor of the DuPage Flight Center. Total authorized construction not-to-exceed \$338,495.30, which includes a 10% owner's contingency.*  
**Capital Development Committee**
- f. Proposed Resolution 2019-2226; Rescinding Resolution 2018-2215 and Awarding a Contract to Fox Valley Fire & Safety for Fire Alarm System Replacement.**  
*Rescinds Resolution 2018-2215 (previous award to Red Hawk Fire & Security who withdrew their bid) and approves a project to replace the fire alarm panel and related system at Hangars E14 & E15. Total authorized construction not-to-exceed \$30,937.50, which includes a 10% owner's contingency.*  
**Capital Development Committee**
- g. Proposed Resolution 2019-2227; Authorizing the Execution of Task Order No. 19 with Jacobs for the Project: Fill and Grade Pond at the DuPage Business Center.**  
*Approves a design phase engineering task order to develop plans and specifications for mass grading and fill of a pond at the DuPage Business Center. Not-to-exceed fee of \$28,863.27.*  
**Capital Development Committee**
- h. Proposed Resolution 2019-2228; Authorizing the Execution of a Utility Easement between the DuPage Airport Authority and Comcast for the Property Located at 3N060 Powis Road.**  
*Provides a Permanent Easement to Comcast to allow access for internet access to property owned by the DAA located at 3N060 Powis Road (Travel Express).*  
**Capital Development Committee**

- i. Proposed Resolution 2019-2229; Authorizing the Execution of a Temporary Construction Easement between the DuPage Airport Authority and UCC Inc. for the Property Located at 3N060 Powis Road.**

*Provides a temporary easement for UCC Inc. to construct on behalf of Comcast underground internet cable system to property owned by the DAA located at 3N060 Powis Road (Travel Express).*

***Capital Development Committee***

- j. Proposed Resolution 2019-2230; Approving the Amendment to the Development Plan for 805 Discovery Drive.**

***Capital Development Committee***

- 11. 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; AND THE SETTING OF A PRICE FOR SALE OR LEASE OF PROPERTY OWNED BY THE DUPAGE AIRPORT AUTHORITY.**
- 12. RECONVENE REGULAR SESSION**
- 13. OTHER BUSINESS**
- 14. ADJOURNMENT**