

**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 **Wednesday, January 13, 2016 at 3:00 p.m.** The meeting will convene in the **First Floor Conference Room of the DuPage Flight Center**, 2700 International Drive, West Chicago, Illinois. A **Tentative Agenda** is attached and made a part hereof this Notice.

A handwritten signature in black ink, appearing to read 'Mark Doles', is written over a horizontal line.

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

**POSTED: January 7, 2016**



**BOARD OF COMMISSIONERS  
REGULAR MEETING and ANNUAL MEETING  
WEDNESDAY, JANUARY 13, 2016; 3:00 p.m.**

**DUPAGE AIRPORT AUTHORITY  
FLIGHT CENTER BUILDING  
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 2016 FISCAL YEAR**
  - a. Chairman**
  - b. Vice-Chairman**
  - c. Treasurer**
  - d. Secretary**
  - e. Assistant Treasurer**
  - f. Assistant Secretary**
- 4. REVIEW OF COMMITTEE ASSIGNMENTS**
- 5. APPROVAL OF 2016 MEETING CALENDAR**
- 6. ADJOURNMENT OF ANNUAL MEETING**

## RECONVENE REGULAR MEETING

4. **APPROVAL OF MINUTES**
  - a. **November 11, 2015 Regular Board Meeting**
  - b. **December 17, 2015 Special Board Meeting**
  - c. **November 11, 2015 Capital Development, Leasing and Customer Fees Committee Meeting**
  - d. **November 11, 2015 Finance, Budget and Audit Committee Meeting**
  
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. **OLD BUSINESS**

**None**
  
9. **NEW BUSINESS**
  - a. **Proposed Ordinance 2016-290; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2016 and Ending December 31, 2016.**  
***– Finance Committee***
  
  - b. **Proposed Ordinance 2016-291; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.**  
***– Finance Committee***
  
  - c. **Proposed Ordinance 2016-292; Ordinance Providing for the Acquisition Through Negotiation or Condemnation a Certain Property Commonly Known as the Pheasant Run Property for Airport Purposes by the DuPage Airport Authority – Approximately 140.25 Acres Located at the Southeast Corner of Route 64 and Kautz Road in St. Charles, Illinois.**  
***Ordinance authorizes the acquisition of a 140.25 acre parcel by either negotiation or the use of the Authority's eminent domain authority.***  
***-Capital Development Committee***

- d. Proposed Resolution 2016-1990; Approving the Use of Outside Attorneys for the Fiscal Year 2016.**  
*Approves utilizing the firms of Schirott, Luetkehans and Garner and SheppardMullin to provide legal services for the 2016 fiscal year.*  
– **Finance Committee**
- e. Proposed Resolution 2016-1991; Authorizing the Execution of a Professional Services Agreement with Serafin & Associates Inc. for Marketing and Communication Services.**  
*Approves an Agreement for providing marketing and communications support for the Flight Center, DuPage Business Center and Prairie Landing Golf Club at a total not-to exceed cost of \$42,500.*  
– **Finance Committee**
- f. Proposed Resolution 2016-1992; Authorizing the Procurement of One (1) 4x4 Pickup Truck w/Plow from the State of Illinois Joint Purchasing Contract.**  
*Approves the procurement of one (1) Ford F-250 pickup truck w/plow from Morrow Brothers Ford under the State of Illinois Joint Purchasing Contract for a total cost of \$33,764.*  
–**Finance Committee**
- g. Proposed Resolution 2016-1993; Award of Contract to Design Carpets & More for Air Traffic Control Tower Carpet Replacement.**  
*Approves a project to remove and replace carpeting in the Air Traffic Control Tower Base Building. Total authorized construction cost of \$26,916.16, which includes a 10% owner’s contingency.*  
–**Capital Development Committee**
- h. Proposed Resolution 2016-1994; Authorizing the Execution of a Cash Farm Lease with Dale Pitstick for 216 Acres.**  
*Authorizes the execution of a three (3) year Cash Farm Lease with Dale Pitstick for 216 acres for \$167.50 per acre, \$36,180 paid annually in March 2016, 2017 and 2018.*  
–**Capital Development Committee**
- i. Proposed Resolution 2016-1995; Authorizing the Execution of a Retainer Agreement with Burns & McDonnell for Engineering Services for the Projects: Construct West Perimeter Roadway and Construct North Perimeter Roadway.**  
*Approves retaining the firm of Burns & McDonnell to provide engineering services for the projects to: Construct a West Perimeter Roadway and Construct a North Perimeter Roadway under the IDOT Division of Aeronautics Transportation Improvement Program.*  
–**Capital Development Committee**

- j. Proposed Resolution 2016-2004; Authorizing the Execution of a Design Phase Task Order with Burns & McDonnell for the Project: Construct West Perimeter Roadway.**  
*Authorizes a task order to design a west airside perimeter roadway to serve Airport vehicles and fuel trucks. Task order not-to-exceed \$119,057.95 paid by Federal, State and Local funds under the IDOT Division of Aeronautics Transportation Improvement Program.*  
**-Capital Development Committee**
- k. Proposed Resolution 2016-1996; Authorizing the Execution of a Cable Relocation Reimbursable Agreement Between the Federal Aviation Administration and the DuPage Airport Authority.**  
*Authorizes an Agreement to reimburse the Federal Aviation Administration ("FAA") for engineering services related to the relocation of FAA facilities impacted by construction of the West and North Perimeter Roadways. Estimated cost not-to-exceed \$100,000.*  
**-Capital Development Committee**
- l. Proposed Resolution 2016-1997; Authorizing the Execution of Design Phase Task Order No. 45 with CH2M for the Project: Landside Signage Plan.**  
*Authorizes a task order to design a standardized landside signage plan for the Airport. The signage plan will address roadway entrances and intersection wayfinding points. Task order not-to-exceed \$31,540.*  
**- Capital Development Committee**
- m. Proposed Resolution 2016-1998; Authorizing the Execution of Task Order No. 44 with CH2M for the Project: Runway Obstruction Identification – Photogrammetric Study.**  
*Authorizes a task order to conduct a photogrammetric aeronautical survey of approximately 350 acres to identify the locations and elevations of structures and vegetation which penetrate vertically guided runway surfaces. Task order not-to-exceed \$27,500.*  
**- Capital Development Committee**
- n. Proposed Resolution 2016-1999; Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: Design-Build Clear Span Aircraft Hangar.**  
*Authorizes a task order to provide field observation and documentation of construction activities during the construction of the Clear Span Aircraft Hangar Project. Task order not-to-exceed \$224,500.*  
**-Capital Development Committee**

- o. Proposed Resolution 2016-2000; Approving Vacant Land Purchase Agreement With CenterPoint Properties Trust for 10.51 Acres at 2500 Enterprise Circle (Project Steel).**

*Approves the contract to sell 10.51 acres to CenterPoint Properties Trust for \$1,350,699.00 for the expansion of the DS Container Project located at 2500 Enterprise Circle, pursuant to option included in Vacant Land Purchase Agreement dated February 23, 2015.*

**-Capital Development Committee**

- p. Proposed Resolution 2016-2003; Authorizing the Re-Naming of the DuPage Airport Authority Flight Center Building to the Daniel L. Goodwin Flight Center Building.**

*Re-names the Flight Center Building to the Daniel L. Goodwin Flight Center Building and authorizes the Executive Director to take the necessary steps to effectuate the name change.*

- 10. 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; THE SETTING OF A PRICE FOR SALE OR LEASE OF PROPERTY OWNED BY THE DUPAGE AIRPORT AUTHORITY; AND THE DISCUSSION AND SEMI ANNUAL REVIEW OF LAWFULLY CLOSED EXECUTIVE SESSION MINUTES.**

- 11. RECONVENE REGULAR SESSION**

- 12. OTHER BUSINESS**

- a. Proposed Resolution 2016-2001; Disclosure of Executive Session Minutes.**
  
- b. Proposed Resolution 2016-2002; A Resolution Authorizing the Destruction of Certain Verbatim Recordings of Closed Sessions.**

- 13. ADJOURNMENT**