

**DuPAGE AIRPORT AUTHORITY  
REGULAR BOARD MEETING  
WEDNESDAY, SEPTEMBER 15, 2021**

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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, Third Floor Conference Room; Wednesday, September 15, 2021. Chairman Davis called the meeting to order at 3:05 p.m. and a quorum was present for the meeting. Chairman Davis expressed his gratitude for all the support that was given to the Tuskegee NEXT event that occurred in August.

***Commissioners Present:*** Charvat, Davis, Getz, LaMantia, Ledonne, Sharp, Wagner  
***Commissioners Absent:*** Chavez, Posch

***DuPage Airport Authority Staff Present:*** Mark Doles, Executive Director; Patrick Hoard, Director of Finance; Tom Cleveland, Director Operations and Facilities; Dan Barna, Operations and Capital Programs Manager; Brian DeCoudres, Flight Center General Manager; Phil Luetkehans of Luetkehans, Brady, Garner and Armstrong LLC.; Kristine Klotz, Executive Assistant and Board Liaison. (Staff members were all physically present and observed the required social distancing requirements.)

***Others Remotely or in Attendance:*** Rob Kish, SmithGroup; Jim Adler, NAI Hiffman; Steve Mowlton, Primera Engineers, Ltd; Dan Pape, CMT Engineers; John Hock, Civil & Environmental Consultants; Richard Golf, Lakeshore Recycling Systems; Pat Schaner, Midwest Industrial Funds; Pat Swiszczy, Midwest Industrial Funds.

***Members of the Press:***  
None

**PUBLIC COMMENT**  
None

**APPROVAL OF MINUTES**

Chairman Davis asked for additions or corrections to the minutes of the June 28, 2021 Regular Board Meeting and there were none. Commissioner LaMantia made a **MOTION** to approve the minutes of the June 28, 2021 Regular Board Meeting and Commissioner Ledonne **seconded the motion**. The motion was passed unanimously by roll call vote (7-0).

Chairman Davis asked for additions or corrections to the minutes of the August 2, 2021 Special Board Meeting and there were none. Commissioner LaMantia made a **MOTION** to approve the minutes of the August 2, 2021 Special Board Meeting and Commissioner Ledonne **seconded the motion**. The motion was passed unanimously by roll call vote (7-0).

## **DIRECTOR'S REPORT**

Executive Director Doles reported that the DuPage Airport Authority was awarded the Distinguished Budget Presentation Award by the Government Finance Officers Association for the Government Finance Officers Association for the Fiscal Year of 2021 Budget.

In the past 60 days the DuPage Airport has added five jets and ten single engine aircraft to the field. The jet aircraft include a Gulfstream 650, Hawker 800XP and three Lear Jets. These additions have led to higher hangar occupancy and additional fuel revenue.

Prairie Landing Golf Rounds for 2021 through August total 21,263 compared to 17,904 in 2020. Executive Director Doles informed the Board that is a 18.8% increase year to date. Smaller sized weddings and banquets have taken place. The fuel sales and golf rounds remain strong for the DuPage Airport Authority and well above the budgeted numbers

Executive Director Doles went on to discuss Dream Flights. Dream Flights is a nonprofit organization that gives WWII Veterans the chance to fly in a Boeing Stearman aircraft free of charge. Several veterans were able to fly from DuPage through this program.

Mr. Doles informed the Board of Commissioners that the Pritzker development Phase II a 42.27-acre parcel recently closed.

Law enforcement training continued in the month of September with the departments of: Batavia, Carol Stream, St. Charles, and Glen Ellyn. Upcoming in the month of October the West Chicago Fire Protection District will be performing annual live fire training.

US Customs and Border Protection facility renovation is ongoing within the Flight Center. Additionally, the current re-roofing projects of the Flight Center, Government Center, and SE Ramp hangar have begun.

Executive Director Doles stated that the maintenance building expansion punch list meeting was held on September 1, 2021. Once the punch list is complete maintenance will be able to occupy and utilize.

Mr. Doles informed the Board that we received Federal Aviation Administration (FAA) approval for possible sale for part of the Pheasant Run Driving Range parcel.

Mr. Doles mentioned that staff and the Federal Aviation Administration (FAA) will have their annual snow and ice control meeting in October.

Staff is in the process of finalizing the 2022 Budget plan. First week in October the capital and operating plans will be finalized by staff. Middle of October staff will present the full capital and operating plan to the Finance Committee. This Budget plan will be presented to the Board of Commissioners at the November Board meeting. A public hearing is tentatively scheduled for January 10, 2022.

Discussion followed.

## **REVIEW OF FINANCIAL STATEMENTS**

Patrick Hoard provided a review of the Financial Statements for August 2021 and discussion followed.

## **REPORT OF COMMITTEES**

### **Finance, Budget, and Audit Committee:**

Commissioner Ledonne reported the Finance, Budget and Audit Committee did meet earlier in the day. The Committee discussed the Financial Statements as well, all the items on the current agenda passed within committee. Commissioner Ledonne went on to state that there is a Budget Meeting planned for October 28, 2021.

### **Capital Development, Leasing and Customer Fees:**

Commissioner Wagner advised the Capital Development Committee did meet. One item on the agenda was tabled for further Board review. The additional items on the agenda have the approval of the committee.

### **Internal Policy and Compliance Committee:**

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

### **Golf Committee:**

Commissioner Getz stated that the Golf Committee did meet for an informal discussion on operations and financials.

### **DuPage Business Center:**

Jim Adler of NAI Hiffman provided an update relating to the current activities of the DuPage Business Center. Mr. Adler reported Scannell cancelled the possible acquisition of what is known as the triangle parcel, citing various reasons and will not be moving forward with the property. Mr. Adler believes that Scannell will be exercising their option to the purchase the 15-acres west of Shore Packaging. The agreement will close this year. Mr. Adler informed Board members that Midwest Industrial Funds indicate they will be moving forward with the purchase of 23-acres east of Technology Blvd. in the DuPage Business Park. Patriot Logistics is under contract for 30-acres. Industrial remains a robust market in the Chicagoland area. Discussion followed.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

**Proposed Resolution 2021-2462; Approving the Use of outside Auditors for the Year 2022.** *Appoints the firm of Sikich LLP as outside auditors for the year 2022. Audit of 2021 financial statements for an all-inclusive maximum fee of \$33,100.*

Executive Director Doles read into the record Proposed Resolution 2021-2462. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2462; Approving the Use of outside Auditors for the Year 2022. The **motion was seconded** by Commissioner

Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0). Commissioner Ledonne abstained.

**Proposed Resolution 2021-2463; Award of a Contract to Pelican Chemicals, Inc. for the Procurement of Sodium Formate Runway Deicing Material.**

*Approves the procurement of up to 16 tons of Sodium Formate on an as-needed basis for the 2021/2022 winter season for an amount not-to-exceed \$24,141.12.*

Executive Director Doles read into the record Proposed Resolution 2021-2463. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2463; Approving the Contract to Pelican Chemicals, Inc. for the Procurement of Sodium Formate Runway Deicing Material. The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2464; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid.**

*Approves the procurement of up to 8,800 gallons of Potassium Acetate on an as-needed basis for the 2021/2022 winter season for an amount not-to-exceed \$40,392.*

Executive Director Doles read into the record Proposed Resolution 2021-2464. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2464; Approving the Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid. The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2465; Award of Contract to Preform Traffic Control Systems, Ltd. For Pavement Marking Services.**

*Approves a Contract with Preform Traffic Control Systems, LTD. for providing pavement marking services for the term of September 15, 2021 and ending on September 15, 2024 for a three (3) year cost not-to-exceed \$264,535.25.*

Executive Director Doles read into the record Proposed Resolution 2021-2465. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2465; Approving the Contract to Preform Traffic Control Systems, Ltd. for pavement marking services. The **motion was seconded** by Commissioner Sharp. Brief discussion followed and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2466; Award of Contract to Unified Construction Group, LLC for Flight Center Cantilever Deck Coating and Security Fencing.**

*Award of Contract to Unified Construction Group, LLC for Flight Center Cantilever Deck Coating and Security Fencing. Total authorized construction cost not-to-exceed \$192,280, which includes a 10% owner's contingency.*

Executive Director Doles read into the record Proposed Resolution 2021-2466. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2466; Approving the Contract to Unified Construction Group, LLC for Flight Center Cantilever Deck Coating and

Security Fencing. The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2467; Award of Contract to Futurity 19, Inc. for DuPage Airport Fuel Farm Painting Upgrades.**

*Award of Contract to Futurity 19, Inc. for DuPage Airport Fuel Farm Painting Upgrades. Total authorized construction cost not-to-exceed \$59,840, which includes a 10% owner's contingency.* Executive Director Doles read into the record Proposed Resolution 2021-2467. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2467; Approving the Contract to Futurity 19, Inc. for DuPage Airport Fuel Farm Painting Upgrades. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2468; Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Homerun Ductbank.**

*Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Rehabilitate Airport Runways Homerun Ductbank. Total project cost of \$894,874.21, 100% Federal Cares Act funding.* A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2468; Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Homerun Ductbank. The motion was seconded by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2469; Authorizing the Execution of a Construction Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Homerun Ductbank.**

*Authorizing the Execution of a Construction Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Rehabilitate Airport Runways Homerun Ductbank. Not-to-exceed amount of \$102,418.12. 100% reimbursement from Federal Cares Act funding.*

Executive Director Doles read into the record Proposed Resolution 2021-2469. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2469; Authorizing the Execution of a Construction Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Homerun Ductbank. The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2470; Authorizing the Execution of a Third Amendment to Vacant Land Purchase Agreement and Post-Closing Agreement with Midwest Industrial Funds, Inc. for the Sale and Purchase of an Approximately 23.75-acre Parcel of Land Owned by Airport Authority.**

*Amends the terms of the Purchase Agreement with Midwest Industrial Funds, Inc. to deal with possible costs of connection to electricity at the Subject Property.*

Executive Director Doles read into the record Proposed Resolution 2021-2470. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2470; Authorizing the Execution of a Third Amendment to Vacant Land Purchase Agreement and Post-Closing Agreement with Midwest Industrial Funds, Inc. for the Sale and Purchase of an Approximately 23.75-acre Parcel of Land Owned by Airport Authority. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2471; Approving the Development Plan of a 23.75 Acre Parcel in the DuPage Business Center for Midwest Industrial Funds, Inc.**

Executive Director Doles read into the record Proposed Resolution 2021-2471. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2471; Approving the Development Plan of a 23.75 Acre Parcel in the Dupage Business Center for Midwest Industrial Funds, Inc. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2472; Authorizing the Execution of Task Order No. 1 Wetland Assessment with Crawford, Murphy & Tilly, Inc. for the Project: Wetland Assessment and Management Plan.**

*Approves the Task Order for Professional Services with Crawford, Murphy & Tilly, Inc. for a Wetland Assessment and Management Plan for a not-to-exceed amount of \$30,870.00*

Executive Director Doles read into the record Proposed Resolution 2021-2472. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2472; Authorizing the Execution of Task Order No.1 Wetland Assessment with Crawford, Murphy, & Tilly, Inc. for the Project: Wetland Assessment and Management Plan. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2473; Authorizing the Execution of IGA No. 5878 with the State of Illinois for the Illinois State Police.**

*Approves an Intergovernmental Agreement between the State of Illinois and the DuPage Airport whereby the State will continue to lease hangar and office space for the Illinois State Police for the period of November 1, 2021 through October 31, 2026. The total lease payments over the term will be \$130,276.02*

Executive Director Doles read into the record Proposed Resolution 2021-2473. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2473; Authorizing the Execution IGA No. 5878 with the State of Illinois for the Illinois State Police. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2474; Authorizing Payment Under a Non-Federal Reimbursable Agreement Between the Department of Transportation Federal Aviation Administration and the DuPage Airport Authority for Airport Traffic Control Services at the DuPage Air Traffic Control Tower for the Period Between October 1, 2021 and September 30, 2022**  
*Approves an Agreement between the Federal Aviation Administration (FAA) and the DuPage Airport Authority whereby the FAA will provide staffing of the DuPage Air Traffic Control Tower From 10:00 PM to 6:00 AM for the period of October 1, 2021 through September 30, 2022. Total authorized cost of \$665,343.35*

Executive Director Doles read into the record Proposed Resolution 2021-2474. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2474; Authorizing Payment Under a Non-Federal Reimbursable Agreement Between the Department of Transportation Federal Aviation Administration and the DuPage Airport Authority for Airport Traffic Control Services at the DuPage Air Traffic Control Tower for the Period Between October 1, 2021 and September 30, 2022. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

#### **RECESS TO EXECUTIVE SESSION**

Commissioner LaMantia made a **MOTION** to recess to Executive Session for the discussion of pending, probable or imminent litigation; 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 Sharp and was passed unanimously by roll call vote (7-0). The Regular Meeting was recessed to Executive Session at 4:14 p.m. and reconvened at 4:49 p.m. Upon roll call, a quorum was present for the remainder of the Regular Board Meeting. Commissioner Charvat departed the meeting before Executive Session occurred and was not present for the remainder of the regular meeting.

#### **OTHER BUSINESS**

**Proposed Ordinance 2021-366; Ordinance Providing for the Acquisition through Settlement of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 1600 Powis Court, West Chicago, Illinois 60185 for Airport Purposes by the DuPage Airport Authority.**

Executive Director Doles read into the record Proposed Ordinance 2021-366.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2021-366; Authorizing the Acquisition through Settlement of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 1600 Powis Court, West Chicago, Illinois 60185 for Airport Purposes by the DuPage Airport Authority.

The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0).

**Proposed Ordinance 2021-367; Ordinance Providing for the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 3945 Ohio Avenue, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority.**

Executive Director Doles read into the record Proposed Ordinance 2021-367.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2021-367; Authorizing the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 3945 Ohio Avenue, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority.

The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0).

**Proposed Ordinance 2021-368; Ordinance Providing for the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 345 Kautz Road, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority.**

Executive Director Doles read into record Proposed Ordinance 2021-368. A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2021-368; Authorizing the Acquisition through Negotiation of Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 345 Kautz Road, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority. The motion was seconded by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0).

**Proposed Ordinance 2021-369; Ordinance Providing for the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 1500 Powis Court, West Chicago, Illinois 60185 for Airport Purposes by the DuPage Airport Authority.**

Executive Director Doles read into the record Proposed Ordinance 2021-369.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2021-369; Authorizing the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 1500 Powis Court, West Chicago, Illinois 60185 for Airport Purposes by the DuPage Airport Authority. The motion was seconded by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0).

**Proposed Ordinance 2021-370; Ordinance Providing for the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 3825 Ohio Avenue, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority.**

Executive Director Doles read into the record Proposed Ordinance 2021-370.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2021-370; Authorizing the Acquisition through Negotiation or Condemnation of an Avigation Easement



and a Restrictive Covenant Over Certain Property Commonly Known as 3825 Ohio Avenue, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority. The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0).

A **MOTION** was made by Commissioner Sharp to adjourn the Regular Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by voice vote; the meeting was adjourned at 4:53 p.m.

  

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Stephen L. Davis, Chairman

(ATTEST)

  

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Donald C. Sharp, Secretary