

**DuPAGE AIRPORT AUTHORITY
REGULAR BOARD MEETING
WEDNESDAY, JUNE 15, 2022**

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, June 15, 2022. Chairman Getz called the meeting to order at 3:17 p.m. and a quorum was present for the meeting.

Commissioners Present: Charvat, Getz, Giunti, LaMantia, Ledonne, Sharp, Wagner

Commissioners Absent: Chavez, Davis

DuPage Airport Authority Staff Present: Mark Doles, Executive Director; Patrick Hoard, Director of Finance; Tom Cleveland, Director of Operations and Facilities; Dan Barna, Operations and Capital Projects Programs Manager; Brian DeCoudres, Flight Center General Manager; Bruce Garner of Luetkehans, Brady, Garner and Armstrong LLC.; Kristine Klotz, Executive Assistant and Board Liaison.

Others: John Bullock, DuPage Aerospace; Dan Pape, CMT; Chris Kozak, Harbour Contractors, Inc.; Jim Adler, NAI Hiffman; Todd Merrihew, CH2M/Jacobs; Steve McLaughlin, Burns and McDonnell.

Members of the Press:

None

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Chairman Getz asked for additions or corrections to the minutes of the May 18, 2022 Finance, Budget, and Audit Committee Meeting and there were none. Commissioner Sharp made a **MOTION** to approve the minutes. The **motion was seconded** by Commissioner Ledonne, and unanimously passed by a roll call vote (7-0).

Chairman Getz asked for additions or corrections to the minutes of the May 18, 2022 Capital Development, Leasing & Customer Fees Committee Meeting and there were none. Commissioner Sharp made a **MOTION** to approve the minutes. The **motion was seconded** by Commissioner Ledonne, and unanimously passed by a roll call vote (7-0).

Chairman Getz asked for additions or corrections to the minutes of the May 18, 2022 Regular Board Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes. The **motion was seconded** by Commissioner Sharp, and unanimously passed by a roll call vote (7-0).

DIRECTOR'S REPORT

Executive Director stated that Jet-A fuel sales continue to be strong, while 100LL sales will improve as the local weather does. Year-to-date total Jet-A gallons sold are up 28% while 100LL gallon sales are down 8.9%. The cost of aviation fuel is on the rise. As of June 14, 2022, the cost of Jet-A is up 93.2% and 100LL has increased by 75.5%. Since January 1, 2021, the cost of Jet-A rose 196% and 100LL increased by 131%. As of today, DuPage Flight Center's retail price of Jet-A fuel is \$7.88 per gallon. The retail gallon price of Jet-A in comparison to other local airports is \$10.95 at O'Hare International Airport, \$9.06 at Midway International Airport, and \$8.72 at Chicago Executive Airport. Executive Director Doles discussed the golf rounds at Prairie Landing Golf Club which are up over last year for the month of June thus far.

On June 9, 2022, US Customs and Border Protection accepted the completion of the newly renovated facility. On June 14, 2022, two international arrivals from Ireland and Germany were cleared. Staff will be working on scheduling a grand opening with members of US Customs and other local dignitaries.

Executive Director Doles informed the Board that the estimate of damages to the combo unit was received by staff. Staff will be submitting an insurance claim to begin the repair process. The local authorized service center is adjacent to the airport, and it is unclear if the unit will be repaired by the start of the winter season.

Executive Director Doles informed the Board of negotiations for two long-term Federal Government lease agreements.

Executive Director Doles briefed the Board on the hangar door issue at Illinois Aviation Academy. During a hangar door inspection, cracks in the welds of the Illinois Aviation Academy hangar door were noticed. It became necessary to have repair work begin. This is a structural issue with the hangar door, and the Airport Authority will work with Illinois Aviation Academy to share the cost of the repairs.

REVIEW OF FINANCIAL STATEMENTS

Patrick Hoard reviewed the Financial Statements for May 2022 and discussion followed.

REPORT OF COMMITTEES

Finance, Budget, and Audit Committee:

Commissioner Ledonne advised that the Finance, Budget, and Audit Committee did not meet and no report was given.

Internal Policy and Compliance Committee:

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

Golf Committee:

Commissioner Sharp advised that the Golf Committee did not meet, and no report was given.

Capital Development, Leasing, and Customer Fees Committee:

Commissioner Wagner reported that the Capital Development, Leasing, and Customer Fees Committee did not meet, and no report was given.

DuPage Business Center:

Jim Adler with NAI Hiffman briefed the Board about the last remaining large parcel in the DuPage Business Park. This parcel is close to going under contract and is a 50-acre parcel north of Roosevelt Road. The lot is close to 42.5 acres of usable land. Walls are being installed at the three sites known as Scannell, Suncast, and Midwest Industrial Funds. The market is very active in the area, and industrial remains strong.

OLD BUSINESS

None

NEW BUSINESS

Proposed Resolution 2022-2518; Award of a Design-Build Contract to Harbour Contractors, Inc. for Hangar Construction.

Approves a Guaranteed Maximum Price Design-Build Contract with Harbour Contractors, Inc. for the construction of a hangar for \$17,012,178 and Owner's Contingency of \$855,000 for a total of \$17,867,178.

Executive Director Doles read into record Proposed Resolution 2022-2518. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2518; Award of a Design-Build Contract to Harbour Contractors, Inc. for Hangar Construction. The **motion was seconded** by Commissioner Ledonne. Executive Director Doles informed the Board of the negotiations that occurred in May for a Guaranteed Maximum Price (GMP). In the last 60-days there has been a 2% change in the project due to the subcontractors' commodities and the value engineering items. An AIA-141 2014 Standard Form of agreement between Owner and Design-Build contract was used for this process. Harbour Contractors, Inc. has agreed to construct the 48,000 square foot, two-bay hangar at a GMP. Per the contract upon completion of the hangar, distribution of the total cost savings is, 25% to Harbour Contractors, Inc., and the Airport Authority receives 75% of any savings. Executive Director Doles went on to discuss the liquidated damages Harbour will incur for not meeting the final approval schedule. Approval of this item will result in construction beginning in April 2023 with final completion in May 2024. Mr. Doles stated that reservations for precast wall panel bed space to pour the panels are required to be made once the Design-Build is approved. The panels currently have a 300-day lead time, which will not be completed until September 2023. Executive Director Doles informed the Board of the Owner's Contingency within the contract and added that hangar space in the Chicago area is very limited. Midway International Airport is completely full and very limited hangar space exists at Chicago Executive Airport. Discussion followed and the motion passed by roll call vote (6-0). Commissioner Wagner abstained.

Proposed Resolution 2022-2519; Authorizing the Execution of Construction Phase Task Order No. 44C with CH2M Pre-Construction and Construction Phase Support Services – Parts C & D.

Approves a task order with CH2M for pre-construction and construction phase services for the hangar construction project in an amount not-to-exceed \$404,000.29.

Executive Director Doles read into record Proposed Resolution 2022-2519. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2519; Authorizing the Execution of Construction Phase Task Order No. 44C with CH2M Pre-Construction and Construction Phase Support Services – Parts C & D. The **motion was seconded** by Commissioner Ledonne. Executive Director Doles informed that this item will support staff with having onsite construction supervision and pre-construction assistance reviewing the design submittals from subcontracts. CH2M/Jacobs will review all pay applications, have weekly construction meetings, and act as the owner's representative on site. CH2M/Jacobs was utilized during previous hangar construction on the field. CH2M/Jacobs will report directly to upper management. There was no further discussion and the motion passed by a roll call vote of (7-0).

Proposed Resolution 2022-2520; Authorizing the Execution of a Planning and Design Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the State Capital Program Project Known as: Construct Hangar Parking Lot.

Approves an Engineering Services Agreement with CMT for the Design of a parking lot for the hangar project for a total not-to-exceed amount of \$44,100. Total project will be funded 90% by the State of Illinois and 10% by the Airport. Grant project received totals \$450,000 with the Authority's share being \$45,000.

Executive Director Doles read into record Proposed Resolution 2022-2520. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2520; Authorizing the Execution of a Planning and Design Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the State Capital Program Project Known as: Construct Hangar Parking Lot. The **motion was seconded** by Commissioner Ledonne. Executive Director stated that staff was able to secure a grant project through the State of Illinois. This item is for the parking lot and associated roadway connections for the hangar development project. Wagner commended Executive Director Doles for his due diligence in acquiring the grant from the state. Discussion followed and the motion passed by a roll call vote of (7-0).

Proposed Resolution 2022-2521; Authorizing the Execution of Design Phase Task Order No. 4 with Crawford, Murphy & Tilly, Inc. for the Project: Airfield Pavement Repairs.

Approves a Task Order with CMT to design plans for locally funded Airfield Pavement Repairs in an amount not-to-exceed \$18,770.

Executive Director Doles read into record Proposed Resolution 2022-2521. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2521; Authorizing the Execution of Design Phase Task Order No. 4 with Crawford, Murphy & Tilly, Inc. for the Project: Airfield Pavement Repairs. The **motion was seconded** by Commissioner Ledonne. Executive Director Doles informed the Board of the responsibility to maintain airfield pavements. This is a locally-only bid project utilizing Capital funds to repair cracked panels and

drainage structures that have failed and are in need of repair. Crawford, Murphy, & Tilly will conduct a geotechnical investigation, develop a design plan, and assist during the bidding and permitting process. There was no discussion and the motion passed by roll call vote of (7-0).

Proposed Resolution 2022-2522; Authorizing the Execution of a Planning and Design Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the Airport Improvement Program Project Known as: Reconfigure Taxiway Echo.

Approves an Engineering Services Agreement with CMT for the Design of a project to reconfigure Taxiway Echo to comply with current FAA criteria in an amount not-to-exceed \$73,900. Total project will be funded 90% by the FAA, 5% by the State of Illinois and 5% by the Airport. Grant project received totals \$457,626 with the Airport Authority's share being \$22,881.

Executive Director Doles read into record Proposed Resolution 2022-2522. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2522; Authorizing the Execution of a Planning and Design Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the Airport Improvement Program Project Known as: Reconfigure Taxiway Echo. The **motion was seconded** by Commissioner Ledonne. Executive Director informed the Board of the recommendation from the Federal Aviation Administration (FAA) Runway Safety Action Team and Control Tower staff which reviewed the pavement configuration at the Echo taxiway. The FAA Runway Safety Action Team found that the additional pavement could possibly lead to confusion for pilots as there is direct access to Runway 15/33. The removal of the pavement will lessen confusion by narrowing the taxiway, remarking, and changing the taxiway lighting. Executive Director Doles noted that this project will be 95% reimbursed from State and Federal funds. There was no further discussion and the motion passed by roll call of (7-0).

RECESS TO EXECUTIVE SESSION

A **MOTION** was made by Commissioner LaMantia to recess to Executive Session for the Discussion of 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. The **motion was seconded** by Commissioner Ledonne. The Regular Meeting was recessed to Executive Session at 4:02 p.m. and was reconvened at 4:33 p.m. Upon roll call, a quorum was present for the remainder of the regular Board Meeting.

OTHER BUSINESS

Proposed Resolution 2022-2523; Approving the Execution of a Vacant Land Purchase Agreement with BI Developer LLC

Executive Director Doles read into record Proposed Resolution 2022-2523. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2022-2523; Approving the Execution of a Vacant Land Purchase Agreement with BI Developer LLC. The **motion was seconded** by Commissioner LaMantia. There was no discussion and the motion passed by roll call vote of (7-0).

Proposed resolution 2022-2524; Approving the Execution of a Non-Exclusive Drainage Easement Agreement with GSI Family Investments of Arizona LLC

Approves a Non-Exclusive Drainage Easement with GSI to facilitate development of the Pheasant Run Golf Course parcel that was previously sold by the Airport Authority to GSI.

Executive Director Doles read into record Proposed Resolution 2022-2524. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2524; Approving the Execution of a Non-Exclusive Drainage Easement Agreement with GSI Family Investments of Arizona LLC. The **motion was seconded** by Commissioner Ledonne. There was no discussion and the motion passed by roll call vote of (7-0).

A **MOTION** was made by Commissioner LaMantia to adjourn the Regular Meeting of the DuPage Airport Board of Commissioners. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by a voice vote; the meeting was adjourned at 4:34 p.m.



Herbert A. Getz, Chairman

(ATTEST)



Daniel J. Barna, Assistant Secretary