

PUBLIC NOTICE OF
REGULAR BOARD MEETING

DuPAGE AIRPORT AUTHORITY
BOARD of COMMISSIONERS

NOTICE IS HEREBY GIVEN, that the **Regular Meeting** of the Board of Commissioners of the DuPage Airport Authority, an Illinois Special District, is scheduled for **Wednesday, November 16, 2022 at 3:00 p.m.** The meeting will convene in the **Third 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.



Daniel J. Barna, Assistant Secretary
DuPage Airport Authority Board of Commissioners

POSTED: November 11, 2022



DUPAGE AIRPORT AUTHORITY

**BOARD OF COMMISSIONERS
REGULAR MEETING
WEDNESDAY, NOVEMBER 16, 2022; 3:00 p.m.**

**DANIEL L. GOODWIN FLIGHT CENTER BUILDING
THIRD FLOOR CONFERENCE ROOM
2700 INTERNATIONAL DRIVE
WEST CHICAGO, ILLINOIS 60185**

TENTATIVE AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENT**
4. **APPROVAL OF MINUTES** *TAB #1* *PAGE # 1*
 - September 21, 2022 **Golf Committee Meeting**
 - September 21, 2022 **Finance, Budget, and Audit Committee Meeting**
 - September 21, 2022 **Capital Development, Leasing, and Customer Fees Committee Meeting**
 - September 21, 2022 **Regular Board Meeting**
 - November 1, 2022 **Special Finance, Budget, and Audit Committee Meeting**
5. **DIRECTOR'S REPORT** *TAB # 2* *PAGE # 25*
6. **REVIEW OF FINANCIAL STATEMENTS** *TAB # 3* *PAGE # 35*
7. **REPORT OF OFFICERS/COMMITTEES**
 - a. **Finance, Budget & Audit Committee**
 - b. **Capital Development, Leasing & Customer Fees Committee**
 - c. **Internal Policy and Compliance Committee**
 - d. **Golf Committee**
 - e. **DuPage Business Center**

8. NEW BUSINESS

- a. Approving the 2023 Board and Committee Meeting Calendar.**

TAB# 4 PAGE# 49

- b. Proposed Ordinance 2022-377; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year beginning January 1, 2023 and Ending December 31, 2023.**

FINANCE TAB# 5 PAGE# 51

- c. Proposed Ordinance 2022-378; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2023 and Ending December 31, 2023.**

FINANCE TAB# 6 PAGE# 147

- d. Proposed Ordinance 2022-379; An Ordinance Amending the DuPage Airport Authority Employee Handbook.**

POLICY TAB# 7 PAGE# 155

- e. Proposed Ordinance 2022-380; An Ordinance of the DuPage Airport Authority Amending Fees for Outdoor and Indoor Aircraft Parking.**

CAPITAL TAB# 8 PAGE# 159

- f. Proposed Resolution 2022-2549; Award of Contract to Foundation Mechanics LLC for Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control.**

Approves a contract for bridge abutment stabilization and erosion control at the Prairie Landing Golf Course for a total cost not-to-exceed \$201,228.50, which includes a 10% owner's contingency.

GOLF TAB# 9 PAGE# 176

- g. Proposed Resolution 2022-2550; Authorizing the Execution of Construction Phase Task Order No. 7 with Crawford, Murphy & Tilly, Inc. for the Project: Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control.**

Approves construction administration and quality control services for the Prairie Landing Bridge Abutment Stabilization and Erosion Control Project for a total not-to-exceed amount of \$39,150.

GOLF TAB# 10 PAGE# 180

- h. Proposed Resolution 2022-2551; Award of Contract to Pandecon, Inc. for Prairie Landing Golf Club Men's Locker Room Renovation.**
Approves a contract for renovations to the men's locker room at the Prairie Landing Clubhouse for a total cost not-to-exceed \$163,201.50, which includes a 10% owner's contingency.
GOLF **TAB# 11** **PAGE# 183**
- i. Proposed Resolution 2022-2552; Award of Contract to Red Feather Group for Prairie Landing Golf Club Kitchen Epoxy Floors.**
Approves a contract for the installation of epoxy floors in the grill room and banquet kitchens at the Prairie Landing Clubhouse for a total cost not-to-exceed \$113,602.50, which includes a 10% owner's contingency.
GOLF **TAB# 12** **PAGE# 187**
- j. Proposed Resolution 2022-2553; Award of Contract to CDW Government LLC for the Procurement of IT VLAN Switching Hardware.**
Approves a contract to procure virtual local area network switching hardware for a total cost of \$57,128.61 F.O.B. DuPage Airport.
FINANCE **TAB# 13** **PAGE# 191**
- k. Proposed Resolution 2022-2554; Award of an Elevator Maintenance Contract to Otis Elevator Company.**
Approves a one (1) year elevator maintenance contract, subject to two (2) one (1) year extensions at the sole discretion of the Authority. Annual year 1 cost of \$19,200, year 2 cost of \$19,776 and year 3 cost of \$20,369.28.
FINANCE **TAB# 14** **PAGE# 195**
- l. Proposed Resolution 2022-2555; Award of Contract to Correct Electric, Inc. for Electrical Panel Replacement at Hangars E8 and E9.**
Approves a contract to install electrical panels in Hangars E8 and E9 for a total cost not-to-exceed \$45,585.10, which includes a 10% owner's contingency.
CAPITAL **TAB# 15** **PAGE# 202**
- m. Proposed Resolution 2022-2556; Award of Contract to State Mechanical Services LLC for HVAC RTU and AHU Equipment Replacement.**
Approves a contract to replace HVAC equipment including one (1) rooftop unit at the Old Administration Building and one (1) air handling unit at the 3N060 Powis Road Hangar for a total cost not-to-exceed \$31,891.20, which includes a 10% owner's contingency.
CAPITAL **TAB# 16** **PAGE#206**

- n. **Proposed Resolution 2022-2557; Authorizing the Execution of a Planning and Design Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the State Capital Improvement Program Project Known as: Airport Perimeter Road Resurfacing – W. Tower Road and DuPage Drive.**

Approves planning and design phase engineering for W. Tower Road and DuPage Drive resurfacing for a total not-to-exceed amount of \$52,000, subject to 90% State reimbursement from the Rebuild Illinois Capital Investment Program.

CAPITAL

TAB# 17 PAGE# 210

- o. **Proposed Resolution 2022-2558; Ratifying the Execution of the First Amendment to Vacant Land Purchase Agreement and Approving the Execution of the Second Amendment to Vacant Land Purchase Agreement with BI Developer LLC.**

CAPITAL

TAB# 18 PAGE# 213

- p. **Proposed Resolution 2022-2559; Authorizing the Execution of a Non-Exclusive Drainage Easement Agreement with GSI Family Investments of Arizona, LLC**

TAB# 19 PAGE# 218

9. **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.**

10. **RECONVENE REGULAR SESSION**

OTHER BUSINESS

- q. Discussion and Possible Action of Providing a Merit Increase to the Executive Director.**

TAB# 20 PAGE# 219

- r. Proposed Resolution 2022-2560; Disclosure of Executive Session Minutes.**
Approves the disclosure of Executive Session Minutes that the Board of Commissioners has determined are no longer necessary to keep confidential.

TAB# 21 PAGE# 220

- s. Proposed Resolution 2022-2561; Authorizing the Execution of the Fourth Extension to Exclusive Listing Agreement with NAI Hiffman for DuPage Business Center Real Estate Brokerage Services.**

TAB# 22 PAGE# 221

- t. Proposed Resolution 2022-2562; Authorizing the Execution of a Fourth Amendment to the Vacant Land Purchase Agreement with Patriot Development LLC**

TAB# 23 PAGE# 225

11. ADJOURNMENT