

**DuPAGE AIRPORT AUTHORITY
REGULAR BOARD MEETING
WEDNESDAY, MARCH 20, 2024**

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, March 20, 2024. Chairman Puchalski called the meeting to order at 3:00 p.m. and a physical quorum was present for the meeting. Commissioner Ligino-Kubinski notified the DuPage Airport Authority Board Secretary and the Assistant Secretary regarding her attendance which needed to be telephonically due to employment purposes.

Commissioners Present: Davis, Charvat, Chavez, Giunti, Hacker, LaMantia, Ledonne, Ligino-Kubinski, Puchalski

Commissioners Absent: None

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; Phil Luetkehans, of Luetkehans, Brady, Garner, and Armstrong LLC.; Kristine Klotz, Executive Assistant, and Board Liaison; Brian DeCoudres, DuPage Flight Center General Manager.

Others in Attendance: John Bullock, DuPage Aerospace Aviation; Dan Pape, CMT; Mark Moran, NAI Hiffman; Andrew Olszowka, ARC Realty Group/Patriot Development Group; Claire Flannery, Kolpak Law Group/Patriot Development Group.

Members of the Press: None

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Chair Puchalski asked for additions or corrections to the minutes of the January 17, 2024, Finance, Budget, and Audit Committee Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes. The **motion was seconded** by Commissioner Davis and the Board voted unanimously to approve (9-0).

Chairman Puchalski asked for additions or corrections to the minutes of the January 17, 2024, Capital Development, Leasing, and Customer Fees Committee Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes. The **motion was seconded** by Commissioner Davis and the Board voted unanimously to approve (9-0).

Chairman Puchalski asked for additions or corrections to the minutes of the January 17, 2024, Regular Board Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes. The **motion was seconded** by Commissioner Davis and the Board voted unanimously to approve (9-0).

DIRECTOR'S REPORT

Executive Director Doles reported that for the month of February, operations were up 44% resulting in an additional 4,094 operations from 2023, and year-to-date operations are up 26%. Jet-A fuel sales were down slightly by 4% for the month of February. 100LL fuel sales are up 50%.

Prairie Landing Golf Course is currently open for the 2024 season.

Regarding the new hangar project, Executive Director Doles informed the Board that several utilities need to be rerouted due to grade elevations. Mr. Doles advised that staff is working with the State of Illinois and coordinating grant funds to construct the auto parking lot. The completion date is scheduled for May/June.

The aviation fuel tax proceeds were questioned by staff and determined that an error did occur. The DuPage Airport Authority will be receiving an increase of \$204,268.24 from the State of Illinois. The funds will be used to offset the Aircraft Rescue Fire Fighting costs.

The annual audit began in December, with Sikich staff on-site in February.

College of DuPage and Illinois Aviation Academy Aviation's Management program currently has 30 new students.

Commemorative Airforce will be on display on the DuPage Flight Center ramp from July 15 to July 22. This will give the public the ability to view World War II aircraft. The annual Back-To-School Event will be August 1, and the annual Red Tail Ball will be held on August 10.

Executive Director Doles informed the Board members of the item on the agenda for a ratification of a resolution regarding deicing chemicals.

Mr. Doles advised that the Lechler Avigation Easement is final. Staff and airport legal counsel will continue to work with DuPage County Department of Transportation on land acquisition and easement to widen Fabyan Parkway.

Executive Director Doles stated that staff hosted and provided tours to 40 high school students from District 303's Aeronautical Engineering class.

REVIEW OF FINANCIAL STATEMENTS

Patrick Hoard reviewed the Financial Statements for February 2024 and discussion followed.

REPORT OF COMMITTEES

Finance, Budget, and Audit Committee:

Commissioner Ledonne advised that the Finance, Budget, and Audit Committee met and the seven items on the agenda are recommended for Board approval.

Capital Development, Leasing, and Customer Fees Committee:

Commissioner Davis stated the committee did meet, and all items are recommended for Board approval.

Internal Policy and Compliance Committee:

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

Golf Committee:

Commissioner Giunti advised that the Golf Committee met today, and the committee was given an overview of the 2024 golf season and staff introductions.

DuPage Business Center:

Mark Moran with NAI Hiffman advised that of the three sizable parcels within the DuPage Business Center, two parcels are currently working through the due diligence process, and one deal was terminated. NAI Hiffman is now pursuing a deal with a well-known Chicago developer for the terminated parcel. Smaller parcels are gaining interest, but no offers have been made. Mr. Moran advised there might be additional interest within the Business Park towards the end of the year if interest rates decline.

OLD BUSINESS

None

NEW BUSINESS

Proposed Resolution 2024-2643; Ratification of the Executive Director's Procurement of Additional Airfield Deicing Materials.

Ratifies the procurement of additional airfield deicing materials in the amount of \$33,619.76. Chairman Puchalski read into record Proposed Resolution 2024-2643. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2024-2643; Ratification of the Executive Director's Procurement of Additional Airfield Deicing Materials. The **motion was seconded** by Commissioner Chavez. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2644; Award of Contract to Sentinel Technologies, Inc. for Managed IT Services.

Approves a three (3) year contract, subject to two (2) one (1) year extensions for managed IT services for an annual cost of \$37,832, which includes a 10% owner's contingency. Chairman Puchalski read into record Proposed Resolution 2024-2644. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2644; Award of Contract to Sentinel Technologies, Inc. for Managed IT Services. The **motion was seconded** by Commissioner Chavez. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2645; Authorizing the Execution of a Service Order with Rosenbauer America, LLC for Repairs to the 2008 Rosenbauer Panther Aircraft Rescue and Fire Fighting Truck.

Approves service and repairs for the 2008 Rosenbauer Aircraft Rescue and Fire Fighting Truck in the amount of \$86,487.50, which includes a 10% owner's contingency.

Chairman Puchalski read into record Proposed Resolution 2024-2645. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2645; Authorizing the Execution of a Service Order with Rosenbauer America, LLC for Repairs to the 2008 Rosenbauer Panther Aircraft Rescue and Fire Fighting Truck. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2646; Award of Contract to Mid-American Elevator Company, Inc. for Elevator Maintenance Services.

Approves a one (1) year elevator maintenance contract, subject to two (2) one (1) year extensions. Year 1 cost \$18,816, year 2 cost \$19,584, and year 3 cost \$20,352.

Chairman Puchalski read into record Proposed Resolution 2024-2646. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2646; Award of Contract to Mid-American Elevator Company, Inc. for Elevator Maintenance Services. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2647; Authorizing the Procurement of One (1) Utility Truck with Plow from the State of Illinois Joint Purchasing Contract.

Approves the procurement of one (1) 2024 Ford F-250 4x4 utility body truck with plow and ladder rack for a total cost of \$70,312 F.O.B. DuPage Airport.

Chairman Puchalski read into record Proposed Resolution 2024-2647. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2647; Authorizing the Procurement of One (1) Utility Truck with Plow from the State of Illinois Joint Purchasing Contract. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2648; Authorizing the Procurement of One (1) Utility Truck with Articulating Aerial Lift from the Sourcewell Joint Purchasing Contract.

Approves the procurement of one (1) 2024 Ford F550 4x2 with Versalift SST-40-EIH Aerial Platform Lift for a total cost of \$168,423 F.O.B. DuPage Airport.

Chairman Puchalski read into record Proposed Resolution 2024-2648. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2648; Authorizing the Procurement of One (1) Utility Truck with Articulating Aerial Lift from the Sourcewell Joint Purchasing Contract. The **motion was seconded** by Commissioner Chavez. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2649; Authorizing the Procurement of One (1) Tractor with Triple Flail Mower from the Sourcewell Joint Purchasing Contract.

Approves the procurement of one (1) 2025 John Deere 6105E Tractor with Tiger Mowers Triple Flail Mowing System for a total cost of \$182,966 F.O.B. DuPage Airport.

Chairman Puchalski read into record Proposed Resolution 2024-2649. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2649; Authorizing the Procurement of One (1) Tractor with Triple Flail Mower from the Sourcewell Joint Purchasing Contract. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2650; Award of Contract to Omni-Pump Repairs, Inc. for Stormwater Lift Station Vertical Turbine Pump Refurbishment.

Approves a contract to repair and refurbish an existing stormwater lift station vertical turbine pump. Total authorized construction cost not-to-exceed \$57,200, which includes a 10% owner's contingency.

Chairman Puchalski read into record Proposed Resolution 2024-2650. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2650; Award of Contract to Omni-Pump Repairs, Inc. for Stormwater Lift Station Vertical Turbine Pump Refurbishment. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2651; Award of Contract to Artlow Systems, Inc. for Aircraft Hangar Epoxy Floor Installation.

Approves a contract to install epoxy floor coating in the 4-bay hangar located at 2750 Aviation Drive. Total authorized construction cost not-to-exceed \$183,076.97, which includes a 10% owner's contingency.

Chairman Puchalski read into record Proposed Resolution 2024-2651. A **MOTION** was made by Commissioner Ledonne Proposed Resolution 2024-2651; Award of Contract to Artlow Systems, Inc. for Aircraft Hangar Epoxy Floor Installation. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2652; Authorizing the Execution of a Design-Build Contract with Wight & Company for South High Tail Hangar Bay 1 and DuPage Airport Maintenance Building Flooring and Painting Renovations.

Approves a design-build contract for flooring and painting renovations at South High Tail Hangar Bay 1 and flooring renovations at the DuPage Airport Maintenance Building for a total cost not-to-exceed \$170,478, which includes a \$5,900 owner's contingency.

Chairman Puchalski read into record Proposed Resolution 2024-2652. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2652; Authorizing the Execution of a Design-Build Contract with Wight & Company for South High Tail Hangar Bay 1 and DuPage Airport Maintenance Building Flooring and Painting Renovations. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2653; Authorizing the Execution of Design and Construction Phase Task Order No. 11 with Crawford, Murphy & Tilly, Inc. for the Project: Apron Drainage Improvements at the 3N060 Powis Road Hangar.

Approves a design and construction phase engineering task order for apron drainage improvements at the 3N060 Powis Hangar for a total not-to-exceed amount of \$75,500.

Chairman Puchalski read into record Proposed Resolution 2024-2653. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2653; Authorizing the Execution of Design and Construction Phase Task Order No. 11 with Crawford, Murphy & Tilly, Inc. for the Project: Apron Drainage Improvements at the 3N060 Powis Road Hangar. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2654; Authorizing the Execution of an Amendment to the Intergovernmental Agreement between the DuPage Airport Authority and the West Chicago Fire Protection District.

Chairman Puchalski read Proposed Resolution 2024-2654. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2654; Authorizing the Execution of an Amendment to the Intergovernmental Agreement between the DuPage Airport Authority and the West Chicago Fire Protection District. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted unanimously to approve (9-0).

Proposed Resolution 2024-2655 Authorizing the Execution of a Non-Exclusive Temporary Construction Easement between the DuPage Airport Authority and Commonwealth Edison for the Property Adjacent to Kress Road.

Chairman Puchalski read into record Proposed Resolution 2024-2655. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2655 Authorizing the Execution of a Non-Exclusive Temporary Construction Easement between the DuPage Airport Authority and Commonwealth Edison for the Property Adjacent to Kress Road. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted to approve (9-0).

Proposed Resolution 2024-2656; Authorizing the Execution of a Non-Exclusive Utility Easement between the DuPage Airport Authority and Commonwealth Edison for the Property Located Adjacent to Kress Road.

Chairman Puchalski read into record Proposed Resolution 2024-2656. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2656; Authorizing the Execution of a Non-Exclusive Utility Easement between the DuPage Airport Authority and Commonwealth Edison for the Property Located Adjacent to Kress Road. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted to approve (9-0).

RECESS TO EXECUTIVE SESSION

A **MOTION** was made by Commissioner LaMantia to 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. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by roll call vote (9-0). The Regular Board was recessed to Executive Session at 3:28 p.m. and was reconvened at 4:05 p.m. Upon roll call, a quorum was present for the remainder of the Regular Board Meeting.

OTHER BUSINESS

Proposed Resolution 2024-2657; Disclosure of Executive Session Minutes.

Approves disclosure of Executive Session Minutes that the Board of Commissioners has determined are no longer necessary to keep confidential.

Chairman Puchalski read into record Proposed Resolution 2024-2657. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2657; Disclosure of Executive Session Minutes. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted to approve (9-0).


Proposed Resolution 2024-2658; Authorizing the Execution of the Eighth Amendment to Vacant Land Purchase Agreement with BI Developer LLC.

Chairman Puchalski read into record Proposed Resolution 2024-2658. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2024-2658; Authorizing the Execution of the Eighth Amendment to Vacant Land Purchase Agreement with BI Developer LLC. The **motion was seconded** by Commissioner Davis. There was no further discussion and the Board voted to approve (9-0).

Possible Resolution to Enter into an Amended and Restated Vacant Land Sales Agreement with Patriot Development Group, LLC or alternatively to Extend the Inspection Period under the Restated Vacant Land Sales Agreement with Patriot Development Group, LLC.

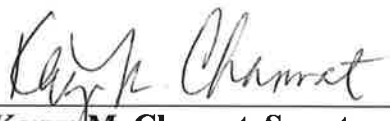
Chairman Puchalski read into record Possible Resolution to Enter into an Amended and Restated Vacant Land Sales Agreement with Patriot Development Group, LLC. A **MOTION** was made by Commissioner Ledonne to approve an Amended and Restated Development Agreement with Patriot Development Group, LLC with certain conditions set forth. The motion was seconded by Commissioner Davis. Attorney Luetkehans was directed to draft the restated agreement in conformance with the discussion of the Board. There was no further discussion and the Board voted to approve (9-0).

A **MOTION** was made by Commissioner Ledonne to adjourn the Regular Board Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner LaMantia and was passed unanimously by voice vote; the meeting was adjourned at 4:07 p.m.



Donald E. Puchalski, Chairman

(ATTEST)



Karyn M. Charvat, Secretary