

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 15, 2024 at 4:00 p.m.** The meeting will convene in the **Third Floor Conference Room of the DuPage 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: January 9, 2025



**BOARD OF COMMISSIONERS
REGULAR MEETING and ANNUAL MEETING
WEDNESDAY, JANUARY 15, 2025; 4:00 p.m.**

**DUPAGE 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**

RECESS REGULAR MEETING

CONVENE ANNUAL MEETING

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ELECTION OF OFFICERS FOR THE 2025 FISCAL YEAR**
 - a. Chairman**
 - b. Vice-Chairman**
 - c. Treasurer**
 - d. Secretary**
 - e. Assistant Secretary**
 - f. Assistant Treasurer**

- 4. REVIEW OF COMMITTEE ASSIGNMENTS**

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ADJOURNMENT OF ANNUAL MEETING

RECONVENE REGULAR MEETING

APPROVAL OF MINUTES

PAGE# 3

- November 20, 2024** **Finance, Budget, and Audit Committee Meeting**
- November 20, 2024** **Capital Development, Leasing, and Customer Fees
Committee Meeting**
- November 20, 2024** **Regular Board Meeting**
- November 20, 2024** **Decennial Committee on Local Government Efficiency
Meeting**

4. DIRECTOR'S REPORT ***PAGE# 15***

5. REVIEW OF FINANCIAL STATEMENTS ***PAGE# 24***

6. REPORT OF OFFICERS/COMMITTEES

- a. Finance, Budget, and Audit Committee**
- b. Capital Development, Leasing, and Customer Fees Committee**
- c. Internal Policy and Compliance Committee**
- d. Golf Committee**
- e. DuPage Business Center**

7. NEW BUSINESS

- a. Proposed Ordinance 2025-403; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2025 and Ending December 31, 2025.**
FINANCE ***PAGE# 38***

- b. Proposed Ordinance 2025-404; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.**
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- c. Proposed Resolution 2025-2686; Authorizing the Destruction of Certain Verbatim Recordings of Closed Sessions.**
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- d. Proposed Resolution 2025-2687; Approving the Use of Outside Attorneys for the Fiscal Year 2025 Beginning January 1, 2025 and Ending December 31, 2025.**
Approves utilizing the firms of Luetkehans, Brady, Garner & Armstrong and SheppardMullin to provide legal services for the 2025 fiscal year.
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e. Proposed Resolution 2025-2688; Authorizing the Award of an Aviation Fuel Supply Contract.

Approves the Executive Director and Legal Counsel to finalize and execute required contract documents with Phillips 66 Company to be the aviation fuel supplier for the DuPage Airport Authority for a 5-year term commencing April 1, 2025.

FINANCE

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f. Proposed Resolution 2025-2689; Award of a Master Agreement to JOS Services, Inc. for On-Call Plumbing Repair Services.

Approves a two (2) year Master Agreement for as-needed plumbing repairs, not-to-exceed \$40,000 annually or \$15,000 per project.

FINANCE

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g. Proposed Resolution 2025-2690; Authorizing the Execution of a Design, Planning and Special Services Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the Airport Improvement Program Project Known as: Rehabilitate Taxiway Charlie Phase 1.

Approves design, planning and special services phase engineering for the Airport Improvement Program Project known as: Rehabilitate Taxiway Charlie Phase 1 for a total not-to-exceed amount of \$90,300. 95% reimbursement from Federal and State funding anticipated.

CAPITAL

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h. Proposed Resolution 2025-2691; Authorizing the Execution of a Design and Construction Phase Services Agreement with Wight & Company for HVAC Renovations.

Approves a design and construction phase services agreement for a total not-to-exceed amount of \$65,000, plus reimbursable expenses.

CAPITAL

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8. 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.

9. RECONVENE REGULAR SESSION

10. OLD BUSINESS

11. OTHER BUSINESS

- i. Discussion and Possible Action of Providing a Bonus to the Executive Director.**

12. ADJOURNMENT