

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET, AND AUDIT COMMITTEE
WEDNESDAY, MARCH 8, 2023**

A meeting of the Finance, Budget, and Audit Committee of the DuPage Airport Authority Board of Commissioners was convened at the Daniel L. Goodwin Flight Center Building, Third Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Wednesday, September 21, 2022. Committee Chairman Ledonne called the meeting to order at 2:00 p.m. There was not a quorum present for the committee meeting.

Commissioners Present: Giunti, Ledonne

Commissioners Absent: Davis, Wagner

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 Programs Manager; Kristine Klotz, Executive Assistant and Board Liaison.

Others: Dan Pape, CMT

OLD BUSINESS

None

NEW BUSINESS

Committee Chairman Ledonne stated that there was not a quorum present for the Finance, Budget, and Audit Committee. He continued that the items on today's agenda can be discussed, but no vote will be taken.

Proposed Ordinance 2023-383; Amending the DuPage Airport Authority Investment Policy.

Amends various parts of the DuPage Airport Authority Investment Policy and maintains consistency with the current Public Funds Investment Act 30 ILCS 235.

Executive Director Doles reported that the Internal Policy Committee, Airport legal counsel, and PMA Management Investments reviewed the update to the DuPage Airport Authority Investment Policy. Mr. Doles stated that there was a minor adjustment to the document on page 42 of the Board packet in section 5.1. The Investment Policy is current with Public Funds Act 30 ILCS 235. Committee Chairman Ledonne questioned if anyone can direct where DuPage Airport Authority funds are invested. Executive Director Doles replied that the DuPage Airport Authority will make investments in accordance with the Illinois Public Funds Investment Act, 30 ILCS 235/0.01 et seq. There was no action taken due to the lack of a quorum present; Commissioner Giunti and Commissioner Ledonne recommended favorable approval for Proposed Ordinance 2023-383; Amending the DuPage Airport Authority Investment Policy.

Proposed Resolution 2023-2574; Award of Contract to ADP, Inc. for Payroll and Human Resource Software Services.

Approves a five (5) year contract for payroll and human resource software services for an annual cost not-to-exceed \$29,283.82

Executive Director Doles informed the Committee that currently, the DuPage Airport Authority utilizes ADP, Inc. for Payroll and Human Resources Software Services. An evaluation panel reviewed the two bids that were received. The contract is for five years for payroll processing and human resource modules. There was no further discussion. There was no action taken due to the lack of a quorum present; Commissioner Giunti and Commissioner Ledonne recommended favorable approval for Proposed Resolution 2023-2574; Award of Contract to ADP, Inc. for Payroll and Human Resource Software Services.


Proposed Resolution 2023-2575; Award of Contract to Fox Valley Fire & Safety Company for Fire Alarm and Sprinkler System Testing, Repair and Monitoring Services.

Approves a three (3) year contract, subject to two (2) one (1) year extensions at the sole discretion of the Authority for fire alarm and sprinkler system testing, repairs and monitoring.

Executive Director Doles stated that the DuPage Airport Authority is required to conduct annual inspections, testing, maintenance, and system checks. One sealed bid was received on January 4, 2023. Per Section 6-18-11 of the DuPage Airport Authority's Procurement Code, a second bid was published in the *Daily Herald Newspaper* on January 20, 2023. Once again only one sealed bid was received on February 13, 2023. Dan Barna informed the committee of the contract terms which included testing costs, sprinkler system repair costs, and alarm monitoring costs.

Committee Chair Ledonne questioned the pricing for the next three years. Discussion followed. There was no action taken due to the lack of a quorum present; Commissioner Giunti and Commissioner Ledonne recommended favorable approval for Proposed Resolution 2023-2575; Award of Contract to Fox Valley Fire & Safety Company for Fire Alarm and Sprinkler System Testing, Repair and Monitoring Services.

Committee Chairman Ledonne adjourned the meeting at 2:13 p.m.



**Michael V. Ledonne, Chairman
Finance, Budget, and Audit Committee**