

**DuPAGE AIRPORT AUTHORITY
REGULAR BOARD MEETING
MONDAY, MAY 15, 2023**

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 8, 2023. Vice-Chair LaMantia called the meeting to order at 3:00 p.m. and a quorum was present for the meeting.

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

Commissioners Absent: Chavez

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; Becky Taylor, Senior Account; Phil Luetkehans, of Luetkehans, Brady, Garner, and Armstrong LLC.; Kristine Klotz, Executive Assistant, and Board Liaison.

Others in Attendance: Dan Pape, CMT; John Whitehead, NAI Hiffman; Jim Savio, Sikich, LLP.

Members of the Press:

None

PUBLIC COMMENT

None

ELECTIONS TO FILL VACANT OFFICES FOR THE REMAINDER OF THE 2023 FISCAL YEAR

Commissioner Charvat made a **MOTION** to nominate Vice-Chair LaMantia as Chair of the Board of Commissioners. The **motion was seconded** by Commissioner Ligino-Kubinski. There was no further discussion, and the motion was approved unanimously by roll call vote (8-0).

Commissioner Davis made a **MOTION** to nominate Commissioner Juan Chavez as Vice-Chair of the Board of Commissioners. The **motion was seconded** by Commissioner Charvat. There was no further discussion, and the motion was approved unanimously by roll call vote of (8-0).

Commissioner Davis made a **MOTION** to nominate Commissioner Charvat as Secretary of the Board of Commissioners. The **motion was seconded** by Commissioner Ledonne. There was no further discussion, and the motion was approved unanimously by roll call vote (8-0).

APPROVAL OF MINUTES

Chair LaMantia asked for additions or corrections to the minutes of the March 8, 2023 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

passed by a roll call vote (8-0).

Chair LaMantia asked for additions or corrections to the minutes of the March 8, 2023 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 passed by a roll call vote (8-0).

Chair LaMantia asked for additions or corrections to the minutes of the March 8, 2023 Regular Board Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes. The **motion was seconded** by Commissioner Davis and passed by a roll call vote (8-0).

DIRECTOR'S REPORT

Executive Director Doles welcomed the two newest commissioners: Donald Puchalski and Bryan Hacker along with congratulating the new officers: Chair LaMantia, Vice-Chairman Chavez, and Secretary Charvat.

Executive Director Doles relayed that March operational statics are up 16.9%. Mr. Doles added the year to date through the month of April, 100LL fuel sales are up 26% while Jet-A fuel sales are down 13.2%. The DuPage Flight Center is beginning to see a slight pullback in international travel from when the country opened due to previous COVID closures.

Prairie Landing Golf Club rounds are up in April by 52.5%. The total number of rounds played year to date is 1,685 which is 41.8% higher than 2022.

Harbour Contractors are currently mobilized and onsite. Work has begun on the excavation and building pad. Mr. Doles stated the next steps are foundation and caissons with a steel delivery scheduled for June. The anticipated completion date is scheduled for May 2024.

Staff has successfully received \$410,929.47 from the State of Illinois. The funds are from fuel tax proceeds, that are required to be utilized for aviation services. Staff will allocate the funds to offset the Aircraft Rescue Fire Fighting costs.

Sikich has completed the Annual Audit and will present a full report.

Executive Director Doles stated that before the Board of Commissioners today are two Resolutions to provide the College of DuPage (COD) and Illinois Aviation Academy (IAA) with increased internet capabilities that are required for the new Aviation Management Program. COD and IAA will be utilizing the second floor of the building formerly known as the Government Center Building on North Avenue.

Staff hosted and gave a tour to the City of St. Charles Management team consisting of the City of St. Charles Administrator, Police Chief of St. Charles, Economic Development Director, and Human Resources development team. Concerns were voiced to the team regarding the safety issues related to the Pheasant Run property.

Executive Director Doles informed the Board that staff members attended the Illinois Public Airport Association legislative day in Springfield. Staff met with Senators, Committee Members, and Leadership regarding funding and streamlining grant projects.

Mr. Doles reminded the Commissioners of the upcoming events the Authority is hosting:

- July 17 to July 31 Commemorative Airforce traveling warbirds.
- August 4 Back-to-School
- August 12 Annual Tuskegee Next Red Tail Ball
- October 7 Planned Aircraft Rescue Fire Fighting Live Exercise

Chair LaMantia asked Executive Director Doles to present the history of the DuPage Airport Authority (DAA). The divisions under the DAA consist of DuPage Flight Center, Prairie Landing Golf Course, and the DuPage Business Center. In 1927, the first take-off and landings occurred on a grass strip. In the early 1940's the United States Military requisitioned the airfield and paved two runways 15/33 (active) and 4/22 (closed) and now C Taxiway. After World War II, the United States Government turned over the airfield to the local municipalities for a dollar. DuPage Airport is currently the fourth busiest airport in the State of Illinois, behind O'Hare, Midway, and Carbondale. DuPage currently has four active runways including two instrument landing systems. The longest runway is 7,571 feet long by 150 feet wide, 1,000 feet longer than Midway Airport. There are over 300 aircraft based on the field at DuPage. Open 24 hours a day 7 days a week, with U.S. Customer and Border Protection, 24-hour staff Air Traffic Control Tower, and Fire Fighting capabilities. Mr. Doles stated that tax revenues are used for safety/security and capital expenditures only. Approximately 117,000 annual operations in 2022, and year to date in 2023 there have been 25,711 operations. The DuPage Airport Authority has been able to continue to keep the tax levy the same since 2012. Discussion followed regarding the airport layout plan. Chair LaMantia asked Executive Director Doles to present the Master Plan at a future Board Meeting. Chair LaMantia reminded the current Commissioners that forward-thinking from former Chairmen of the Board of Commissioners has made the DuPage Airport have total transparency and accountability to the taxpayers of DuPage County.

REVIEW OF FINANCIAL STATEMENTS

Patrick Hoard reviewed the Financial Statements for April 2023. Discussion followed.

Chair LaMantia recognized Jim Savio of Sikich LLP to present the 2022 Comprehensive Annual Financial Report (CAFR). Mr. Savio thanked Mark Doles, Patrick Hoard, and Becky Taylor for their help and professionalism during the audit process. Mr. Savio informed the Board of Commissioners of the requirement of the Governmental Accounting Standards Board (GASB 87). Mr. Savio explained that GASB 87 is the new lease accounting standard for US Government entities to monitor lease agreements. Mr. Savio discussed the Independent Auditor's Report, Adjusted Journal Entries, and the Single Audit Report. Mr. Savio reviewed the highlights from the CAFR and stated that the unmodified opinion was issued with no material weaknesses or significant deficiencies. Mr. Savio continued that this opinion is the highest opinion that can be issued. Discussion followed.

REPORT OF COMMITTEES

Finance, Budget, and Audit Committee:

Commissioner Ledonne advised Finance, Budget, and Audit Committee had met and the items on today's agenda passed unanimously.

Capital Development, Leasing, and Customer Fees Committee:

Commissioner Davis stated all items on the agenda are recommended for Board approval.

Internal Policy and Compliance Committee:

Chair LaMantia reported the Internal Policy and Compliance Committee did not meet.

Golf Committee:

Commissioner Giunti stated that the Golf Committee had met and passed unanimously the items brought before the committee.

DuPage Business Center:

John Whitehead, NAI Hiffman, advised the Board that Industrial Real Estate continues to be in high demand. Commissioner Ledonne questioned the impact of the large development located on Kautz Road parcel adjacent to the Business Park. Mr. Whitehead stated that he does not believe that there will be any impact on the DuPage Business Park.

OLD BUSINESS

None

NEW BUSINESS

Proposed Resolution 2023-2588; Award of Contract to Leibold Irrigation, Inc. for the Prairie Landing Golf Course Irrigation System Replacement.

Approves a contract to replace the irrigation system at the Prairie Landing Golf Course. Total authorized construction not-to-exceed \$4,677,618.75, which includes a 5% owner's contingency.
Chair LaMantia read into record Proposed Resolution 2023-2588. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2023-2588; Award of Contract to Leibold Irrigation, Inc. for the Prairie Landing Golf Course Irrigation System Replacement. The **motion was seconded** by Commissioner Davis. Executive Director Doles stated that this item was approved through the Golf and Finance Committee meetings today. There was no further discussion and the motion passed by roll call vote of (8-0).

Proposed Resolution 2023-2589; Authorizing the Execution of a Construction Phase Professional Services Agreement with Erik Christiansen Design Group, Ltd. for the Prairie Landing Golf Course Irrigation System Replacement.

Approves construction observation and quality control services for the Prairie Landing Golf Course Irrigation System Replacement Project for a total amount not-to-exceed \$37,125.
Chair LaMantia read into record Proposed Resolution 2023-2589. A **MOTION** was made by

Commissioner Giunti to approve Proposed Resolution 2023-2589; Authorizing the Execution of a Construction Phase Professional Services Agreement with Erik Christiansen Design Group, Ltd. for the Prairie Landing Golf Course Irrigation System Replacement. The **motion was seconded** by Commissioner Liginio-Kubinski. Executive Director Doles stated this item is the construction observation and installation of the irrigation including a not-to-exceed amount of \$37,125. There was no further discussion and the motion passed by roll call vote of (8-0).

Proposed Resolution 2023-2590; Disposal/Destruction of Surplus Personal Property.

Approves the sale of equipment and vehicles through public internet auction.

Chair LaMantia read into record Proposed Resolution 2023-2590. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2023-2590; Disposal/Destruction of Surplus Personal Property. The **motion was seconded** by Commissioner Davis. Executive Director Doles informed the Board that this item is the sale of surplus property on a public Internet auction due to these items being replaced or functionally obsolete. There was no further discussion and the motion passed unanimously by roll call vote (8-0).

Proposed Resolution 2023-2591; Award of Contract to Tiles in Style LLC D/B/A Taza Construction for Aircraft Hangar Epoxy Floor Coating.

Approves a contract to install a new epoxy floor coating in the 4-bay 98 Jet Hangar. Total authorized construction not-to-exceed \$82,264.60, which includes a 10% owner's contingency.

Chair LaMantia read into record Proposed Resolution 2023-2591. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2023-2591; Award of Contract to Tiles in Style LLC D/B/A Taza Construction for Aircraft Hangar Epoxy Floor Coating. The **motion was seconded** by Commissioner Davis. Executive Director Doles informed the Board the current flooring was originally installed in 1998 and is at the end of its useful life. There was no further discussion and the motion passed unanimously by roll call vote (8-0).

Proposed Resolution 2023-2592; Award of Contract to Red Feather Group for Aircraft Hangar Façade Maintenance.

Approves a contract to complete exterior hangar façade maintenance at 3N060 Powis Road, 2715 International Drive and 2164 Tower Road. Total authorized construction not-to-exceed \$276,320, which includes a 10% owner's contingency.

Chair LaMantia read into record Proposed Resolution 2023-2592; Award of Contract to Red Feather Group for Aircraft Hangar Façade Maintenance. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2023-2592; Award of Contract to Red Feather Group for Aircraft Hangar Façade Maintenance. The **motion was seconded** by Commissioner Davis. There was no further discussion and the motion passed by roll call vote (8-0).

Proposed Resolution 2023-2593; Award of Contract to Malcor Roofing of Illinois, Inc. for Roofing Improvements at Four (4) Facilities.

Approves a contract to complete roofing improvements at 1955 Aviation Drive, 32W611 Tower Road, 2710 International Drive, and 3N040 Powis Road. Total authorized construction not-to-exceed \$569,679, which includes a 10% owner's contingency.

Chair LaMantia read into record Proposed Resolution 2023-2593. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2023-2593; Award of Contract to

Malcor Roofing of Illinois, Inc. for Roofing Improvements at Four (4) Facilities. The **motion was seconded** by Commissioner Davis. Executive Director Doles stated this is the replacement of four roof locations on the field. There was no further discussion and the motion passed unanimously by roll call vote (8-0).

Proposed Resolution 2023-2594; Award of Contract to Omni-Pump Repairs, Inc. for Lift Station Control Center Replacement.

Approves a contract to replace stormwater lift station pump controls. Total authorized construction not-to-exceed \$21,312.50, which includes a 10% owner's contingency.

Chair LaMantia read into record Proposed Resolution 2023-2594. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2023-2594; Award of Contract to Omni-Pump Repairs, Inc. for Lift Station Control Center Replacement. The **motion was seconded** by Commissioner Davis. Executive Director Doles stated that this item replaces the stormwater lift station pump control on the lower access road. Mr. Doles continued the item is under budget and passed through the Capital Development, Leasing, and Customer Fees Committee. There was no further discussion and the motion passed unanimously by roll call vote (8-0).

Proposed Resolution 2023-2595; Authorizing the Execution of a Temporary Construction Easement between the DuPage Airport Authority and AT&T for the Property Located at 31W775 North Avenue.

Approves a temporary construction easement for the installation of internet and communications services at 31W775 North Avenue.

Commissioner Ledonne stated that there is a modification to item (h) Proposed Resolution 2023-2595 Authorizing the Execution of a Temporary Construction Easement between the DuPage Airport Authority and AT&T for the Property Located at 31 W775 North Avenue and item (i) Proposed Resolution 2023-2596; Authorizing the Execution of a Nonexclusive Utility Easement between the DuPage Airport Authority and AT&T for the Property Located at 31 W775 North Avenue on the agenda. Commissioner Ledonne made a **MOTION** to modify Proposed Resolution 2023-2595 to add:

...subject to the approval of the Authority's legal counsel of the legal description and Plat of Easement...

The **motion was seconded** by Commissioner Davis. Executive Director Doles stated that this nonexclusive utility easement will allow AT&T to provide upgraded internet service to the building commonly known Government Center Building. There was no further discussion and the motion passed unanimously by roll call vote (8-0).

Proposed Resolution 2023-2596; Authorizing the Execution of a Nonexclusive Utility Easement between the DuPage Airport Authority and AT&T for the Property Located at 31W775 North Avenue.

Approves a nonexclusive utility easement for the maintenance of internet and communications services at 31W775 North Avenue.

Chair LaMantia read into record Proposed Resolution 2023-2596. A **MOTION** was made by Commissioner Ledonne to modify Proposed Resolution 2023-2596 to add:

...subject to the approval of the Authority's legal counsel of the legal description and

Plat of Easement...

The **motion was seconded** by Commissioner Davis. Executive Director Doles informed the Commissioners that this item will utilize our base nonexclusive utility easement document approved by AT&T and airport legal counsel. There was no further discussion and the motion passed unanimously by roll call vote (8-0).

Chair LaMantia read into record Discussion Regarding the Decennial Committee on Local Government Efficiency Act, Public Act 102-1088 and Possible Appointment of Public Members to Government Efficiency Committee. Mr. Luetkehans stated that the Airport Authority received information from DuPage County regarding a new statute from the State of Illinois. The statute states that every public body that receives a tax levy is required to create a Decennial Committee on Local Governmental Efficiency Committee. The committee is required to meet before June 10, 2023, and have at least two residents of the local community, in addition to Airport Board members. The committee will follow the Open Meetings Act. Three meetings are required within 18 months of the formation of the committee. The report is required to be submitted to DuPage County. Commissioner Hacker made a **MOTION** to set a Decennial Committees on Local Government Efficiency Act and appoint the following members:

DuPage Airport Authority Board, Mark Doles, Tom Cleveland, Patrick Hoard, Dan Barna, Phil Luetkehans, and Steve Usedom. The **motion was seconded** by Commissioner Giunti. Discussion followed and the motion passed unanimously by roll call vote of (8-0).

RECESS TO EXECUTIVE SESSION

A **MOTION** was made by Commissioner Ledonne to Recess to Executive Session for the Discussion of Pending, Probable or Imminent Litigation; 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 Giunti. The Regular Meeting was recessed to Executive Session at 4:28 p.m. and was reconvened at 5:08 p.m. Upon roll call, a quorum was present for the remainder of the Regular Board Meeting.

OTHER BUSINESS

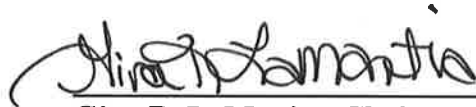
Proposed Resolution 2023-2597; Approving Third Amendment to Vacant Land Purchase Agreement with Greystar Development Central, LLC

Chair LaManita read into record Proposed Resolution 2023-2597; Approving Third Amendment to Vacant Land Purchase Agreement with Greystar Development Central, LLC. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2023-2597; Approving Third Amendment to Vacant Land Purchase Agreement with Greystar Development Central, LLC. The **motion was seconded** by Commissioner Ligino-Kubinski. There was no further discussion and the motion passed by roll call vote (8-0).

Proposed Resolution 2023-2598; Approving Sixth Amendment to Vacant Land Purchase Agreement with Patriot Development LLC

Chair LaManita read into record Resolution 2023-2598; Approving Sixth Amendment to Vacant Land Purchase Agreement with Patriot Development LLC. A **MOTION** was made by Commissioner Ledonne to Proposed Resolution 2023-2598; Approving Sixth Amendment to Vacant Land Purchase Agreement with Patriot Development LLC. The **motion was seconded** by Commissioner Davis. There was no further discussion and the motion passed by roll call vote (8-0).

A **MOTION** was made by Commissioner Ligino-Kubinski to adjourn the Regular Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Davis and was passed unanimously by voice vote; the meeting was adjourned at 5:09 p.m.



Gina R. LaManita, Chairman

(ATTEST)



Karyn M. Charvat, Secretary