



**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