DuPAGE AIRPORT AUTHORITY
CAPITAL DEVELOPMENT, LEASING, AND CUSTOMER FEES COMMITTEE MEETING
WEDNESDAY, MAY 20, 2026

A meeting of the Capital Development, Leasing, and Customer Fees Committee of the DuPage Airport Authority Board of Commissioners was convened at the DuPage Flight Center Building, 2700 International Drive, West Chicago, Illinois, Third Floor Conference Room; Wednesday, May 20, 2026. Committee Chairman Davis called the meeting to order at 3:15 p.m. A physical quorum was present for the committee meeting.

Commissioners Present: Chavez, Davis, LaMantia, Ledonne, Ligino-Kubinski, Puchalski
Commissioners Absent: None

DuPage Airport Authority Staff Present: Mark Doles, Executive Director; Patrick Hoard, Director of Finance; Dan Barna, Director of Operations and Facilities; Karin Kietzman, Procurement Manager; Kristine Klotz, Executive Assistant and Board Liaison; Becky Taylor, Senior Account; Brian DeCoudres, Director of the DuPage Flight Center.

Others: Dan Pape, CMT; Phil Luetkehans of Luetkehans, Brady, Garner & Armstrong, LLC.

NEW BUSINESS

Proposed Ordinance 2026-410; An Ordinance of the DuPage Airport Authority Amending Fees for Transient Customers on the Flight Center Ramp.

Approves an Ordinance revising the fees associated with ramp fees for transient customers at DuPage Airport effective July 1, 2026.

Committee Chairman Davis read into record Proposed Ordinance 2026-410. A **MOTION** was made by Commissioner Chavez to recommend Board approval of Proposed Ordinance 2026-410; An Ordinance of the DuPage Airport Authority Amending Fees for Transient Customers on the Flight Center Ramp. The **motion was seconded** by Commissioner Ledonne. Executive Director Doles advised these fees have remained unchanged since 2004 and are being updated to help offset the operational and labor costs associated with servicing transient aircraft. The proposed fees are based on aircraft size and would double the current ramp fees. Mr. Doles recommended increasing the ramp fees, as the fees remain significantly lower than comparable airports such as Chicago Executive Airport and Midway Airport. The changes are intended to balance attracting business while recovering operational expenses and could generate an estimated $180,000 in additional annual revenue. The fees would be scheduled to take effect on July 1, 2026 to allow time to notify customers and make website changes. Chairman Puchalski added that the fees need to be reviewed and analyzed every three to five years. There was no further discussion and the motion passed by roll call vote (5-0).

Proposed Ordinance 2026-411; An Ordinance Providing for the Revision of a Fee to Users in Relation to the use of U.S. Customs Service at DuPage Airport.

Approves an Ordinance revising the fees associated with the use of User-Fee U.S. Customs Service at DuPage Airport effective July 1, 2026.

Committee Chairman Davis read into record Proposed Ordinance 2026-411. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Ordinance 2026-411; An Ordinance Providing for the Revision of a Fee to Users in Relation to the use of U.S. Customs Service at DuPage Airport. The **motion was seconded** by Commissioner Chavez. Executive Director Doles discussed the U.S. Customs user fee structure, which has been in place since 1997 and was last revised in 2022. Mr. Doles explained that the current fee structure is based on aircraft size and noted that Chicago Executive and Waukegan Airports have historically maintained higher fees than DuPage Airport. Due to recent increases implemented by those airports, a proposed approximately 20% increase to DuPage's fee structure is recommended to remain competitive and support cost recovery. Mr. Doles further advised that after-hours clearances, before 11:00 a.m., after 7:00 p.m., and on weekends, require overtime charges that are invoiced to the Airport Authority. Mr. Doles stated that increased labor costs effective January 1, have contributed to the need for the proposed adjustment. The annual cost for customs operations, including staffing, technology, and related expenses, is approximately $310,000, while approximately $280,000 in revenue was collected last year. Commissioner LaMantia asked whether customs fees could be waived. Mr. Doles responded that the fees cannot be waived, as payment is required for the service provided. There was no further discussion, and the motion was passed by roll call vote (5-0).

Proposed Resolution 2026-2757; Authorizing a One (1) Year Extension to the Cash Farm Lease with Galusha Farm, LLC.

Approves a one (1) year Cash Farm Lease extension for 120 acre with annual rent of $18,000.

Committee Chairman Davis read into record 2026-2757. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2026-2757; Authorizing a One (1) Year Extension to the Cash Farm Lease with Galusha Farm, LLC. The **motion was seconded** by Commissioner Ligino-Kubinski. Dan Barna advised that the proposed item is a one-year extension to the existing farm lease agreement. Mr. Barna stated that the lease covers 120 acres, with a proposed rental rate increase of $25 per acre, resulting in an annual rental amount of approximately $18,000. Mr. Barna explained that there are currently three farm leases on Airport property. Mr. Barna noted that the farmland associated with this lease is difficult to access due to its location, and challenges associated with transporting and maneuvering farming equipment to the site. Mr. Barna explained that hay and alfalfa crops are anticipated to be planted on the property, as those crops have historically performed well within the Business Park area. Commissioner LaMantia advised that maintaining the agricultural use of the property continues to provide a benefit to the Airport through favorable agricultural property tax rates. There was no further discussion and the motion passed by roll call vote (5-0).

Proposed Resolution 2026-2758; Award of Contract to Geneva Construction Company LLC for Mill and Overlay Parking Lots and Roadways.

Approves a contract for mill and overlay of parking lots and roadways for a total cost not-to-exceed $275,293.76 which includes a 10% owners' contingency.

Committee Chairman Davis read into record Proposed Resolution 2026-2758. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2026-2758; Award of Contract to Geneva Construction Company LLC for Mill and Overlay Parking Lots and Roadways. The **motion was seconded** by Commissioner Ligino-Kubinski.
Dan Barna advised the Committee that the proposed item consists of milling and overlay work for the crescent lots located near the Flight Center, the corporate McDonald's parking lot, and airport driveways. Mr. Barna stated that five bids were received and reviewed as part of the procurement process. Mr. Barna further advised that Patriot Maintenance was determined to be non-responsible due to poor performance on a previous project. Accordingly, Geneva Construction was determined to be the lowest responsive and responsible bidder. Committee Chairman Davis inquired as to the anticipated project start date. Mr. Barna responded that work is expected to begin in mid to late June. There was no further discussion and the motion passed by roll call vote (5-0).

Proposed Resolution 2026-2759; Award of Contract to TNR Mechanical LLC for HVAC Renovations Phase II.
Approves a contract for HVAC renovations at five locations for a total cost not-to-exceed $266,090 which includes a 10% owners' contingency.
Committee Chairman Davis read into record Proposed Resolution 2026-2759. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2026-2759; Award of Contract to TNR Mechanical LLC for HVAC Renovations Phase II. The **motion was seconded** by Commissioner Ligino-Kubinski. Dan Barna advised the HVAC project includes improvements at five locations throughout the airport, including: replacement of the rooftop unit at the Government Center; heating units located on the south end of the Flight Center Building; furnace replacement at Echo 17; hanging wall units at Echo 19; and refurbishment of the exhaust system units at the golf cart barn located at Prairie Landing. Mr. Barna noted that the exhaust system improvements are necessary to provide proper ventilation for the battery charging equipment. Mr. Barna advised that five bids were received and reviewed for the project. The recommended bid amount was approximately $25,000 over the budgeted amount. Commissioner LaMantia inquired as to why there was such a wide range among the submitted bids. Mr. Barna responded that staff conducts a scope review with the lowest bidder to ensure the bidder fully understands the project requirements. Mr. Barna added that reference checks were completed as part of the review process. There was no further discussion and the motion passed by roll call vote of (5-0).

Proposed Resolution 2026-2760; Award of Contract to L&R Labor LLC, DBA Exmoor Construction for Restroom and Break Room Renovations.
Approves a contract for restroom renovations at the Government Center and break room renovations at the DuPage Flight Center for a total cost not-to-exceed $294,690 which includes a 10% owners' contingency.
Committee Chairman Davis read into record Proposed Resolution 2026-2760. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2026-2760; Award of Contract to L&R Labor LLC, DBA Exmoor Construction for Restroom and Break Room Renovations. The **motion was seconded** by Commissioner LaMantia. Dan Barna advised that this item is for the renovation of the main restrooms located at the Government Center, as well as two additional single-use restrooms. The Government Center project includes

replacement of flooring, countertops, partitions, and painting. Work to be completed at the DuPage Flight Center is for the replacement of replace the six mirrors in the main lobby restrooms where oxidation has occurred. Mr. Barna further advised that the Line Service locker room will also be renovated to include a new breakroom area with updated countertops, cabinets, microwaves, and a designated space for staff to eat meals. Five bids were received and reviewed for the project. It was noted that Algat Enterprises Group Co., Inc. was determined to be non-compliant with Responsible Bidder Ordinance requirements. Accordingly, staff recommended awarding the contract to L&R Labor, LLC DBA Exmoor Construction and the bid amount was approximately $30,000 over the budgeted amount. There was no further discussion and the motion passed by roll call vote (5-0).

Proposed Resolution 2026-2761; Authorizing the Execution of a Design-Build Contract with Wight & Company for Tenant Kitchen Renovations and Pedestrian Door Replacement.

Approves a design-build contract for tenant kitchen improvements and pedestrian door replacement at multiple facilities for a total cost not-to-exceed $104,500 which includes a 15% design-builder contingency.

Committee Chairman Davis read into record Proposed Resolution 2026-2761. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2026-2761; Authorizing the Execution of a Design-Build Contract with Wight & Company for Tenant Kitchen Renovations and Pedestrian Door Replacement. The **motion was seconded** by Commissioner LaMantia. Dan Barna presented a capital improvement project consisting of a kitchen renovation at the Exelon Corporate hangar, as required under the terms of the lease extension agreement, along with the replacement of three pedestrian doors. Mr. Barna advised that Wight & Company would serve as the general contractor for the project and all subcontractors proposed by Wight & Company have been confirmed to be Responsible Bidder Ordinance compliant. Committee Chairman Davis requested clarification regarding the provision for returning unused project funds to the Airport. Mr. Barna advised that funds would only be utilized as necessary to complete the work and that the total project cost is guaranteed not to exceed $104,500. Any remaining or unused funds at the conclusion of the project will be returned to the Airport. Executive Director Doles explained that the Airport entered into a five-year lease agreement with an additional five-year renewal option for the facility. As part of the lease extension terms, the airport is obligated to renovate the kitchen, which remains original to the building and needs a refresh. There was no further discussion and the motion passed by roll call vote (5-0).

Proposed Resolution 2026-2762; Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Construct Service Road: Flight Center to South Apron - DPA-5249.

Approves the participation in an Airport Improvement Program Project known as: Construct Service Road; Flight Center to South Apron and release of a local share project participation payment in an amount not-to-exceed $16,800.

Committee Chairman Davis read into record Proposed Resolution 2026-2762. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2026-2762; Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois

Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Construct Service Road: Flight Center to South Apron - DPA-5249. The **motion was seconded** by Commissioner Chavez. Dan Barna presented a grant-funded Airport Improvement Program project to construct a service road connecting Yankee Taxiway to the Whiskey Ramp. Mr. Barna advised that the Airport's local share of the project cost is 2.5%, with the remainder funded through federal and state grants. The roadway will provide access for fuel trucks, snow removal equipment, emergency vehicles, and other authorized airport vehicles. Construction is anticipated to begin next spring. Commissioner Ledonne asked what prompted the project. Executive Director Doles explained that the roadway will support future development and improve access for fuel services to additional customers. Dan Pape added that the FAA continues to emphasize the separation of vehicle and aircraft traffic for safety purposes and noted that similar roadway projects may be developed in the future. There was no further discussion and the motion passed by roll call vote (5-0).

Proposed Resolution 2026-2763; Authorizing the Execution of a Construction Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the Airport Improvement Project Known as: Construct Service Road: Flight Center to South Apron - DPA-5249.

Approves construction phase engineering for the Airport Improvement Program Project known as: Construct Service Road; Flight Center to South Apron for a total not-to-exceed amount of $135,000. 97.5% reimbursement from Federal and State funding anticipated.

Committee Chairman Davis read into record Proposed Resolution 2026-2763. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2026-2763; Authorizing the Execution of a Construction Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the Airport Improvement Project Known as: Construct Service Road: Flight Center to South Apron - DPA-5249. The **motion was seconded** by Commissioner Ligino-Kubinski. Mr. Barna advised that this item is for full-time construction observation services associated with the completion of work authorized under Proposed Resolution 2026-2762. Mr. Barna explained that the services are being performed through a subcontract that was included as part of the original project contract and are necessary to complete the project requirements. There was no further discussion and the motion passed by roll call vote (5-0).

Proposed Resolution 2026-2764; Authorizing the Execution of a Non-Exclusive Temporary Construction Easement Between the DuPage Airport Authority and Commonwealth Edison for the Property Located Adjacent to Kress Road.

Committee Chairman Davis read into record Proposed Resolution 2026-2764. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2026-2764; Authorizing the Execution of a Non-Exclusive Temporary Construction Easement Between the DuPage Airport Authority and Commonwealth Edison for the Property Located Adjacent to Kress Road. The **motion was seconded** by Commissioner Ligino-Kubinski. Mr. Barna advised that this item is for a temporary construction easement related to utility improvements being performed by ComEd. ComEd will require temporary access to the area for approximately 45 days to conduct directional boring operations and connect to permanent manhole structures. Mr. Barna stated that construction is expected to begin within the next eight months. He further explained that Airport staff requested that ComEd remove and restore the existing fence as part of the project. This modification will allow ComEd to access the manhole structures in the future without requiring coordination with Airport staff. Executive Director Doles noted that the fence is owned by the DuPage Airport Authority but is not FAA-required security fencing. Mr. Doles added that the project will increase electrical capacity in the area and help support future growth and development within the business park. There was no further discussion and the motion passed by roll call vote (5-0).

Proposed Resolution 2026-2765; 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.

Committee Chairman Davis read into record Proposed Resolution 2026-2765. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2026-2765; 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 LaMantia. Mr. Barna advised that this item is for a permanent easement associated with the utility improvement project. The easement area measures approximately 18 feet by 52 feet on the north side and 44 feet by 14 feet on the south side. There was no further discussion and the motion passed by roll call vote (5-0).

OTHER BUSINESS

None

A **MOTION** was made by Commissioner Ledonne to adjourn the Capital Development, Leasing, and Customer Fees Committee Meeting of the DuPage Airport Board of Commissioners. The **motion was seconded** by Commissioner Chavez and was passed unanimously by voice vote; the meeting was adjourned at 3:46 p.m.

Joshua S. Davis, Chairman
Capital Development, Leasing, and Customer Fees Committee