

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET, AND AUDIT COMMITTEE
WEDNESDAY, JANUARY 17, 2024**

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, January 17, 2024. Committee Chairman Ledonne called the meeting to order at 2:00 p.m. A quorum was present for the committee meeting.

Commissioners Present: Davis, Giunti, Ledonne, Ligino-Kubinski, Puchalski

Commissioners Absent: None

DuPage Airport Authority Staff Present: Mark Doles, Executive Director; Patrick Hoard, Director of Finance; Dan Barna, Operations and Capital Programs Manager; Kristine Klotz, Executive Assistant, and Board Liaison; Becky Taylor, Senior Accountant.

Others: None

OLD BUSINESS

None

NEW BUSINESS

Proposed Ordinance 2024-390; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2024 and Ending December 31, 2024.

Committee Chair Ledonne read into record Proposed Ordinance 2024-390. A **MOTION** was made by Commissioner Davis to recommend for Board approval Proposed Ordinance 2024-390; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2024 and Ending December 31, 2024. The **motion was seconded** by Commissioner Ligino-Kubinski. Executive Director Doles advised that this Ordinance will constitute the final passage of the 2024 Budget. The Tentative Budget and Appropriation Ordinance was passed during the November 17, 2023 Board Meeting. The 2024 Tentative Budget was sent to Chair Conry at DuPage County on December 1, 2023. No comments or questions were received from Chair Conroy's office. Mr. Doles stated that a legal notice was posted in the *Daily Herald* newspaper on December 1, 2023 for a Public Hearing to be held on January 8, 2024. Mr. Doles advised that no public comment was received. Mr. Doles advised the Committee that all statutory requirements have been met. Committee Chair Ledonne thanked staff for their due diligence. There was no further discussion and the motion passed unanimously by roll call vote (5-0).

Proposed Resolution 2024-2636; Disposal/Destruction of Surplus Personal Property.

Committee Chair Ledonne read into record Proposed Resolution 2024-2636. A **MOTION** was made by Commissioner Davis to recommend for Board approval Proposed Resolution 2024-2636; Disposal/Destruction of Surplus Personal Property. The **motion was seconded** by Commissioner Giunti. Executive Director Doles advised throughout the year the Airport Authority will accumulate property that is no longer functional or has been replaced. Dan Barna stated that the Airport Authority uses a government auction site to sell the surplus property. Mr. Barna advised that surplus goods are being purchased quickly due to the high demand in the used vehicle market. Discussion followed and the motion passed by roll call vote (5-0).

Proposed Resolution 2024-2637; Award of Contract to Wright & Wright Machinery Company, Inc. for the Procurement of One (1) Electric Aircraft Tug.

Committee Chair Ledonne read into record Proposed Resolution 2024-2637. A **MOTION** was made by Commissioner Davis to recommend for Board approval Proposed Resolution 2024-2637; Award of Contract to Wright & Wright Machinery Company, Inc. for the Procurement of One (1) Electric Aircraft Tug. The **motion was seconded** by Commissioner Giunti. Dan Barna advised this item will replace a 1995 aircraft tug that is being utilized by the Flight Center operation. Mr. Barna stated two bids were received and reviewed and the replacement tug when ordered will be received in six months. Commissioner Davis questioned if the current tug is out of commission. Mr. Barna stated the battery bank is not currently operational. Executive Director Doles advised there are currently two electric tug aircraft tugs and one diesel tug for Flight Center staff to utilize. There was no further discussion and the motion passed by roll call vote (5-0).

Proposed Resolution 2024-2638; Ratification of the Executive Director's Execution of a Change Order to the State of Illinois Joint Purchasing Contract with Rush Truck Center for the Procurement of One (1) 6-Wheel Dump Truck with Sodium Spreader.

Committee Chair Ledonne read into record Proposed Resolution 2024-2638. A **MOTION** was made by Commissioner Davis to recommend Board approval of Proposed Resolution 2024-2638; Ratification of the Executive Director's Execution of a Change Order to the State of Illinois Joint Purchasing Contract with Rush Truck Center for the Procurement of One (1) 6-Wheel Dump Truck with Sodium Spreader. The **motion was seconded** by Commissioner Giunti. Executive Director Doles advised that the execution of the change order was for the Airport Authority to remain in the current production slot. The current vehicle is more than 23 years old and beyond its useful service life. Mr. Doles advised that this item is utilized for spreading solid runway deicing material on the airfield. Dan Barna informed the Committee members of the approval from the Board of Commissioners in May of 2022 for the procurement of this item. The lengthy process is currently a year behind, and the scheduled delivery date is by the third quarter of 2024. Mr. Barna informed committee members that the State of Illinois has canceled 235 dump truck orders due to the backlog. The change order has an additional increase of about 6% on the previous contract. Discussion followed and the motion passed by roll call vote (5-0).

Proposed Resolution 2024-2639; Authorizing the Procurement of One (1) Single Axle Dump Truck with Radius Dump Spreader Body from the Sourcewell Joint Purchasing Contract.

Committee Chair Ledonne read into record Proposed Resolution 2024-2639. A **MOTION** was made by Commissioner Davis to recommend Board approval of Proposed Resolution 2024-2639; Authorizing the Procurement of One (1) Single Axle Dump Truck with Radius Dump Spreader Body from the Sourcewell Joint Purchasing Contract. The **motion was seconded** by Commissioner Giunti. Executive Director Doles advised this is a 2024 Capital budgeted item. Dan Barna advised that this vehicle is used for roadways and will replace a 2009 dump truck that is beyond its useful life. Mr. Barna stated that the single-axel dump truck would need to be ordered now for the Airport Authority to receive delivery in 2025. Discussion followed and the motion passed by roll call vote (5-0).

Commissioner Ligino-Kubinski made a **MOTION** to adjourn the Finance, Budget, and Audit Committee Meeting; the **motion was seconded** by Commissioner Davis and was passed by a unanimous voice vote. The committee meeting was adjourned at 2:13 p.m.



Michael V. Ledonne, Chair
Finance, Budget, and Audit Committee