ILLINOIS INTERNATIONAL PORT DISTRICT
Finance and Personnel Committee Meeting

SPECIAL MEETING
September 24, 2025

SUMMARY OF MINUTES

Members Present:
Ivan Solis, Committee Chairman
PS Sriraj
Henry Wisniewski
Danielle Cassel
Erika Rodriguez
Betty Sanchez (via teleconference)

Others Present:
Averil Edwards, Director
Michelle McClendon, Director
Erik Varela, Executive Director
Maria Limonciello, IIPD
Brad Smith, Neal & Leroy
LaKesha Lundy, Treasurer

Committee Chairman Solis opened the Special Meeting of the Finance and Personnel Committee at approximately 9:25 am. Roll was taken and a quorum was present. Dr. Sriraj arrived at 9:35 am.

General Public Present: John Yonan, Collins Engineers.

Committee Chairman Solis requested a Motion to allow Director Sanchez to attend the meeting via teleconference. The Motion was made by Ms. Rodriguez, seconded by Ms. Cassel, and the Motion passed unanimously. Director Sanchez exited the meeting at 9:50 am.

APROVAL OF MINUTES

After review, Committee Chairman Solis requested a Motion recommending the Board of Directors approve the August 15, 2025 minutes of the Finance and Personnel Committee meeting. The Motion was made by Ms. Cassel, was seconded by Mr. Wisniewski, and the Motion passed unanimously.

FINANCIAL REPORTS

Treasurer Lundy reported that the August 2025 Financial Reports are still being reviewed. She requested that approval of the August reports be postponed until the October meeting. Committee Chairman Solis postponed review of the August 2025 Financial Reports until the October 17, 2025 meeting.

OLD BUSINESS

Lake Calumet Shed Roof Replacement IFB - Bid Tabulation / Notice of Award

Executive Director Varela summarized the Roof Replacement project. The IIPD issued an invitation for bid (IFB) for the replacement of the roofs on the four, shed buildings at Lake Calumet. This project is funded by the Rebuild Illinois Ports grant that was awarded to the IIPD in 2023. Four bids were submitted. After review and evaluation, DCG Roofing Solutions was viewed to be the lowest responsive and responsible bid.

OLD BUSINESS (CONTINUED)

After discussion, Committee Chairman Solis requested a Motion to recommend the Board of Directors approve the bid from DCG Roofing and direct Legal Counsel and the Executive Director to notify DCG Roofing of the award and prepare the appropriate contract documents. The Motion was made by Ms. Cassel, seconded by Dr. Sriraj, and the Motion passed unanimously.

Security Services RFP

Executive Director Varela reported there were five competitive responses to the RFP. The Committee discussed the responses including experience, pricing, technology and minority hiring. Based on evaluation and review by the ad hoc committee and Committee discussion, it was determined that Securatex, Ltd. was viewed to be the most responsive and responsible bid. Counsel Smith indicated service will begin on November 1.

After discussion, Committee Chairman Solis requested a Motion to recommend the Board of Directors approve the bid from Securatex, Ltd. and direct Legal Counsel and the Executive Director to notify Securatex and proceed with negotiation to finalize the contract terms commensurate with the terms of the response. The Motion was made by Ms. Cassel, seconded by Ms. Rodriguez and the Motion passed unanimously.

EXECUTIVE SESSION

Discussion of personnel matters pursuant to Section 2(c)(1) of the Ill. Open Meetings Act.
Discussion of litigation matters pursuant to Section 2(c)(11) of the Ill. Open Meetings Act.

Chairman Solis reported there were no items to discuss in Executive Session.

NEW BUSINESS

2025/2026 IIPD Insurance Renewal

Committee Chairman Solis reported the IIPD's property and liability insurance renewal reflects an approximate 8% increase. After discussion and review, Chairman Solis requested a Motion recommending the Board of Directors approve the insurance renewal and the execution of the binding of coverage by the Chairman. The Motion was made by Ms. Cassel, seconded by Dr. Sriraj, and the Motion passed unanimously.

PUBLIC COMMENT

There was none.

There being no further business to come before the Committee, Committee Chairman Solis requested a Motion to adjourn. The Motion was made by Ms. Cassel, seconded by Ms. Rodriguez, and the Motion passed unanimously.

APPROVED:	**ATTESTED:**
Ivan Solis Committee Chairman	Kathleen Dart Secretary