



DUPAGE AIRPORT AUTHORITY

BOARD OF COMMISSIONERS
REGULAR MEETING and ANNUAL MEETING
WEDNESDAY, JANUARY 14, 2015; 3:00 p.m.

DUPAGE AIRPORT AUTHORITY
FLIGHT CENTER BUILDING
2700 INTERNATIONAL DRIVE
WEST CHICAGO, ILLINOIS 25185

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 2015 FISCAL YEAR
 - a. Chairman
 - b. Vice-Chairman
 - c. Treasurer
 - d. Secretary
 - e. Assistant Treasurer
 - f. Assistant Secretary
4. REVIEW OF COMMITTEE ASSIGNMENTS
5. APPROVAL OF 2015 MEETING CALENDAR
6. ADJOURNMENT OF ANNUAL MEETING

TAB #1

PAGE #1

RECONVENE REGULAR MEETING

4. **APPROVAL OF MINUTES** **TAB #2** **PAGE #3**
- a. **November 12, 2014 Regular Board Meeting**
 - b. **November 4, 2014 Special Capital Development, Leasing and Customer Fees Committee Meeting**
 - c. **November 12, 2014 Capital Development, Leasing and Customer Fees Committee Meeting**
 - d. **October 28, 2014 Special Finance, Budget and Audit Committee Meeting**
 - e. **November 12, 2014 Finance, Budget and Audit Committee Meeting**
5. **DIRECTOR'S REPORT** **PAGE #21**
6. **REVIEW OF FINANCIAL STATEMENTS** **TAB #3** **PAGE #22**
7. **REPORT OF OFFICERS/COMMITTEES**
- a. **Internal Policy and Compliance Committee**
 - b. **Finance, Budget & Audit Committee**
 - c. **Golf Committee**
 - d. **Capital Development, Leasing & Customer Fees Committee**
 - e. **DuPage Business Center**
8. **OLD BUSINESS**
None
9. **NEW BUSINESS**
- a. **Proposed Ordinance 2015-280; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015.**
– *Finance Committee* **TAB #4** **PAGE #31**
 - b. **Proposed Ordinance 2015-281; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.**
– *Finance Committee* **TAB #5** **PAGE #69**
 - c. **Proposed Resolution 2015-1900; Approving the Use of Outside Attorneys for the Fiscal Year 2015.**
Approves utilizing the firms of Schirott, Luetkehans and Garner and SheppardMullin to provide legal services for the 2015 fiscal year.
– *Finance Committee* **TAB #6** **PAGE #83**
 - d. **Proposed Resolution 2015-1901; Authorizing the Execution of a Professional Services Agreement with Serafin & Associates Inc. for Marketing and Communication Services.**
Approves an Agreement for providing marketing and communications support for the Flight Center, DuPage Business Center and Prairie Landing Golf Club at a total not-to exceed cost of \$42,500.
– *Finance Committee* **TAB #7** **PAGE #87**

- e. **Proposed Resolution 2014-1902; Authorizing the Award of an Aviation Fuel Supply Contract.**
Approves Executive Director and Legal Counsel to finalize and execute required contract documents with Phillips 66 to be the aviation fuel supplier for the DuPage Airport Authority for a 5-year term commencing April 1, 2015.
– Finance Committee **TAB #8** **PAGE #89**
- f. **Proposed Resolution 2015-1903; Authorizing the Execution of a Contract with Kellogg, Brown and Root Services, Inc. to Remodel the Prairie Landing Golf Club Service Bar.**
Approves a Contract for Prairie Landing Golf Club Service Bar remodeling. Remodeling includes new service windows, wall covering, ceiling tile and grid, countertop, cabinets, shelving and lighting. Total authorized construction cost of \$35,786.96 including a 10% owner's contingency.
– Capital Development Committee **TAB #9** **PAGE #93**
- g. **Proposed Resolution 2015-1904; Authorizing the Execution of Task Order No. 27 with CH2M Hill, Inc. for Design Phase Services: Mill and Overlay Keil Road – Crack Repair Tower Road Parking Lot.**
Approves a Task Order with CH2M Hill for design phase services for a project to Mill and Overlay Keil Road; repair asphalt pavement cracks in the Tower Road parking lot, design of speed table zones, associated marking and signage. Total authorized professional services not-to-exceed cost of \$24,000.00.
– Capital Development Committee **TAB #10** **PAGE #99**
- h. **Proposed Resolution 2015-1905; Authorizing the Execution of Task Order No. 30 with CH2M Hill, Inc. for Program Management Services.**
Approves a Task Order with CH2M Hill for Program Management of 2015 Capital Improvement Projects. Total authorized professional services not-to-exceed cost of \$94,000.
– Capital Development Committee **TAB #11** **PAGE #104**
- i. **Proposed Resolution 2015-1906; Declaration of Airport Authority Property as Surplus and Authorization to Publish Notice Requesting Offers to Purchase Surplus Property.**
Declares 25.065 acres of real property owned by the Authority and located in the DuPage Business Center to be surplus property and authorizes the publication of a notice requesting offers to purchase the property.
– Capital Development Committee **TAB #12** **PAGE #107**
- j. **Proposed Resolution 2015-1907; Approving Vacant Land Purchase Agreement with CenterPoint Properties Trust for 2500 Enterprise Circle (Project Steel).** Approves a Vacant Land Purchase Agreement for 14.55 acres at 2500 Enterprise Circle in the amount of \$1,870,194.00. Said Vacant Land Purchase Agreement contains an option to purchase 10.51 additional acres in the amount of \$1,350,699.00. Said option to be exercised by September 30, 2017.
– Capital Development Committee **TAB #13** **PAGE #110**



DUPAGE AIRPORT AUTHORITY

DRAFT

BOARD OF COMMISSIONERS MEETING/HOLIDAY CALENDAR 2015

January

01/01/15	Thursday	-- -- --	DAA HOLIDAY – New Years Day	
01/07/15	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
01/14/15	Wednesday	12:00 Noon	Golf Committee	Flight Center
01/14/15	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
01/14/15	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
01/14/15	Wednesday	3:00 p.m.	Regular/Annual Board Meeting	Flight Center

February

NO SCHEDULED MEETINGS

March

03/04/15	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
03/11/15	Wednesday	12:00 Noon	Golf Committee	Flight Center
03/11/15	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
03/11/15	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
03/11/15	Wednesday	3:00 p.m.	Regular Board	Flight Center

April

NO SCHEDULED MEETINGS

May

05/06/15	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
05/13/15	Wednesday	12:00 Noon	Golf Committee	Flight Center
05/13/15	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
05/13/15	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
05/13/15	Wednesday	3:00 p.m.	Regular Board	Flight Center
05/25/15	Monday	---	DAA HOLIDAY – Memorial Day	

June

06/03/15	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
06/10/15	Wednesday	12:00 Noon	Golf Committee	Flight Center
06/10/15	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
06/10/15	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
06/10/15	Wednesday	3:00 p.m.	Regular Board	Flight Center

July

NO SCHEDULED MEETINGS

August**NO SCHEDULED MEETINGS****September****09/07/15****Monday**

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DAA Holiday – Labor Day

09/09/15	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
09/16/15	Wednesday	12:00 Noon	Golf Committee	Flight Center
09/16/15	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
09/16/15	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
09/16/15	Wednesday	3:00 p.m.	Regular Board	Flight Center

October**NO SCHEDULED MEETINGS****November**

11/04/15	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
11/11/15	Wednesday	12:00 Noon	Golf Committee	Flight Center
11/11/15	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
11/11/15	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
11/11/15	Wednesday	3:00 p.m.	Regular Board	Flight Center
11/26/15	Thursday	--	DAA HOLIDAY – Thanksgiving Day	

December**NO SCHEDULED MEETINGS****January 2016****01/01/16****Friday**

DAA HOLIDAY – New Years Day

01/06/16	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
01/13/16	Wednesday	12:00 Noon	Golf Committee	Flight Center
01/13/16	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
01/13/16	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
01/13/16	Wednesday	3:00 p.m.	Regular/Annual Board Meeting	Flight Center

Address for Meetings:

Regular Board Meeting;
Finance, Budget and Audit Committee;
Capital Development, Leasing and
Customer Fees Committee;
Golf Committee
Internal Policy and Compliance Committee

DuPage Airport Authority
Flight Center Building
2700 International Drive
West Chicago, Illinois 60185
(630) 584-2211

**DuPAGE AIRPORT AUTHORITY
REGULAR BOARD MEETING
Wednesday,
November 12, 2014**

**DuPage Airport Flight Center
2700 International Drive
West Chicago, Illinois 26185**

The Regular Meeting of the Board of Commissioners of the DuPage Airport Authority was convened at the DuPage Flight Center, 2700 International Drive, West Chicago, Illinois, First Floor Conference Room; Wednesday, November 12, 2014. Chairman Davis called the meeting to order at 3:00 p.m. and a quorum was present for the meeting.

Commissioners Present: Chavez, Davis, Donnelly, Gorski, Huizenga, LaMantia, Posch, Wagner.

Commissioners Absent: None

DuPage Airport Authority Staff Present: David Bird, Executive Director; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance; John Schlaman, General Manager Prairie Landing Golf Club; Anna Normoyle, Marketing Coordinator; Dan Barna, Procurement Manager; Pamela Miller, Executive Assistant and Board Liaison.

Others in Attendance: Phil Luetkehans, Schirott, Luetkehans and Garner; Michael Vonic, CH2M Hill; Dan Pape, Crawford, Murphy and Tilly; Michael Toth, J.A. Watts, Inc.; Steve Moulton, Burns & McDonnell; Marjorie Howard, Richmond Breslin; Ed Harrington, CenterPoint Properties Trust.

Members of the Press: None

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Chairman Davis asked for additions or corrections to the minutes of the September 24, 2014 Regular Board Meeting and there were none. Commissioner Gorski made a **MOTION** to approve the minutes of the September 24, 2014 Regular Board Meeting and Commissioner Posch seconded this motion. The motion was passed unanimously by roll call vote (8-0).

Chairman Davis asked for additions or corrections to the minutes of the September 24, 2014 Capital Development, Leasing and Customer Fees Committee Meeting and there were none. Commissioner Gorski made a **MOTION** to approve the minutes of the September 24, 2014 Capital Development, Leasing and Customer Fees Committee Meeting and Commissioner Chavez seconded this motion. The motion was passed unanimously by roll call vote (8-0).

Chairman Davis asked for additions or corrections to the minutes of the September 24, 2014 Finance, Budget and Audit Committee Meeting and there were none. Commissioner Huizenga made a **MOTION** to approve the minutes of the September 24, 2014 Finance, Budget and Audit Committee Meeting and Commissioner Donnelly seconded this motion. The motion was passed unanimously by roll call vote (8-0).

DIRECTOR'S REPORT

Executive Director Bird advised that a draft 2015 meeting calendar was provided for the Board's review and the meeting dates can be adjusted as needed. The Board will have final approval of the 2015 meeting calendar at the Annual Board Meeting on January 14.

Executive Director Bird then reviewed the monthly operating statistics for September and October. He advised that Jet A fuel sales for September were up significantly; increased 30% and overall increased 14% for the year. He added that 100 LL fuel sales however are down. Executive Director Bird stated that for October this trend continues with respect to fuel sales and that Operations for the month of October were actually above the numbers seen for the Ryder Cup week in 2012. He continued that operations for DuPage are tracking with the other airports in the Chicagoland area. Discussion followed.

Executive Director Bird shared good news regarding the runway widening project advising the project was completed 30 days ahead of schedule and \$400,000 to \$500,000 under budget. The runway is now open for manual-visual operations and the ILS flight check is soon to be completed by the FAA for instrument (GPS landings).

Executive Director Bird reported on an incident that had occurred; a United Airlines Regional Jet lost flight controls and made an emergency landing at DuPage. The crew and 50 passengers were deplaned and remained in DuPage Flight Center awaiting transportation back to O'Hare Airport. All were very complimentary of staff's quick response and assistance.

Executive Director Bird advised that Byron Miller, Director of Operations had been planning his retirement from the Airport Authority for December 31, 2014, however decided to leave earlier, providing his notice and taking two weeks' vacation. Executive Director Bird discussed the plans for reorganization that were going to be implemented beginning January. And are now in effect. He advised that Mr. Miller's position would not be filled and his duties have been merged within the organization. Mark Doles has assumed management responsibilities for the Building Maintenance Department and Executive Director Bird has assumed responsibilities for management of the Field Maintenance Department. Discussion followed.

Executive Director Bird asked Mike Toth, JA Watts, to present a program summary regarding the ongoing Capital Improvement Program. Discussion followed.

REVIEW OF FINANCIAL STATEMENTS

Executive Director Bird then asked Patrick Hoard to provide a review of the Financial Statements and discussion followed.

REPORT OF COMMITTEES

Internal Policy and Compliance Committee:

Commissioner LaMantia advised that the Internal Policy and Compliance Committee had not met since the last Board Meeting.

Finance, Budget and Audit Committee:

Commissioner Huizenga advised a Special Finance Committee Meeting was held on October 28 for preliminary budget review. He related that Commissioner Chavez made a helpful suggestion for the budget summary sheet and that change will be implemented by staff. He advised that staff made an informative presentation and the budget format utilized is easy for Board Members to review and analyze. Commissioner Huizenga stated that the committee met earlier in the day at 1:00 p.m. and considered items 9.a. through 9.c. under the *New Business* portion of the agenda. He continued that the Committee is recommending all items for Board approval; the 2015 Tentative Budget and Appropriations Ordinance will be presented to the Board at this meeting for final approval. Commissioner Huizenga

advised that the financial statements were reviewed and discussed as presented by Patrick Hoard earlier in the Board Meeting.

Capital Development, Leasing and Customer Fees:

Commissioner Gorski reported the Capital Development Committee met earlier in the afternoon at 2:00 p.m. with all members present. He advised the Committee considered items 9.e. through 9.j. on the *New Business* portion of the agenda and all items were recommended favorably for the full Board's approval.

DuPage Business Center:

Ed Harrington of CenterPoint Properties advised that two concepts would be presented to the Board for consideration; Project Steel and Project Spectrum. Discussion followed and Mr. Harrington shared details with the Board relative to CenterPoint's efforts with these two potential tenants for the Business Center. Discussion followed. Mr. Harrington advised CenterPoint continues to pursue efforts to launch development for the DuPage Business Center.

Golf Committee:

Commissioner Donnelly stated that the Golf Committee did not meet in September and commented briefly on the ongoing projects at Prairie Landing. He reported that the course renovations are 85% completed and the Prairie Landing grounds crew will complete the outside construction. He stated that 2015 will be the 20th anniversary year for the Prairie Landing and a marketing plan in is preparation to develop promotional ideas for the golf course.

NEW BUSINESS

Ordinance 2014-278; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2014 and Ending December 31, 2014.

Executive Director Bird asked Patrick Hoard to review the Ordinance for the Fiscal Year 2014 Property Tax Levy. Mr. Hoard stated this Ordinance is asking for approval for the same amount as in past year for the levy and this amount has been included in the 2015 Tentative Budget and Appropriations. He stated that for the prior two years \$500,000 each year has been abated however, based upon future needs for Airport, the Authority does not anticipate abating for Fiscal Year 2015. Chairman Davis commented that the tax levy had been abated for the past 5 years with a permanent reduction in March 2012. He continued that \$500,000 was again abated for 2013 and 2014 Fiscal Years. Chairman Davis explained that in order to maintain good conditions for the airfield there are projects anticipated going forward and no abatement will be included for the 2015 Fiscal Year. The Airport Authority will continue to abate the property tax levy in future years as appropriate and Chairman Davis added that the Airport Authority wished to continue to be good stewards for the taxpayers of DuPage County. Mr. Hoard stated that the Board has designated these property tax funds to be utilized for capital and major maintenance expenditures only and these funds do not go into the Airport Authority's Operating Budget. Operating Revenues and expenses must come the profit produced by the Airport and any tax dollars collected are utilized to support the Airport.

A **MOTION** was made by Commissioner Huizenga to approve Ordinance 2014-278; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2014 and Ending December 31, 2014. The **motion was seconded** by Commissioner Gorski and was passed unanimously by roll call vote (8-0).

Ordinance 2014-279; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015.

Mr. Hoard advised that the 2015 Tentative Budget and Appropriations has been reviewed on two separate occasions by the Finance Committee; October 28 Special Committee Meeting and again at the Committee Meeting held earlier this day. He reviewed one adjustment made to the Tentative Budget relating to Employee Group Insurance. The quote received from the current provide was 45% higher than

in 2014. Staff has been working with the Airport Authority's insurance broker, Wine Sergi, and the preliminary numbers from other carriers indicate a lower rate can be obtained by changing carriers. He advised that a lower rate of 28% has been reflected in the Tentative Budget and Appropriations document presented. Executive Director Bird advised that no new positions have been included for 2015 and he explained that two maintenance departments have been consolidated under one Manager going forward, eliminating one manager position. He continued that one director's position will not be filled at this time. More detailed review occurred and discussion followed.

A **MOTION** was made by Commissioner Huizenga to approve Ordinance 2014-279; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015. The **motion was seconded** by Commissioner Donnelly and was passed unanimously by roll call vote (8-0).

Resolution 2014-1891; Approving the Use of Outside Auditors for the Year 2015.

Appointing the firm of Sikich LLP for auditing the Authority's 2014 financial statements for an all-inclusive maximum fee of \$37,000.

Mr. Hoard stated that last year, as the result of an (RFP) Request for Proposal process, the firm of Sikich LLP was selected to perform the Airport Authority's audit in 2014. For the Audit conducted in 2015, staff is recommending that Sikich be retained for one additional year as is provided for in their agreement and he discussed the terms and costs of this agreement. He advised that Sikich worked very well with staff and were very organized with the flow of work and provided a comprehensive report. He continued that preliminary work will begin very soon and the audit process will be completed by the end of April for presentation to the Board at the May 2015 meeting. Staff recommended approval. Discussion followed.

A **MOTION** was made by Commissioner Posch to approve Resolution 2014-1891; Approving the Use of Outside Auditors for the Year 2015 and the **motion was seconded** by Commissioner Donnelly. The motion passed unanimously by roll call vote (8-0).

Resolution 2014-1892; Authorizing the Execution of a Hangar and Office Lease Agreement with Exelon Business Services Company, LLC.

Authorizes the execution of a 5 year hangar and office building lease with Exelon Business Services Company LLC for the Authority hangar space known as 2722 International Drive, Hangar Bay #1, which contains approximately 30,240 square feet for a total rental amount of \$966,096 over the five year period. Executive Director Bird asked Mark Doles to discuss this new lease agreement with Exelon. Mr. Doles stated that in January 2012 a deal was negotiated with Exelon and at that time they did not have a flight department so negotiations occurred for a lease starting with only one aircraft. He continued that Exelon now has two aircrafts and will add a third aircraft in January 2015 which requires their need for additional space. He reviewed the additional space requested by Exelon and the terms and scope of the new lease agreement. Discussion followed. Mr. Doles advised that the Capital Development Committee and staff is recommending Board approval.

A **MOTION** was made by Commissioner Gorski to approve Resolution 2014-1892; Authorizing the Execution of a Hangar and Office Lease Agreement with Exelon Business Services Company, LLC. The **motion was seconded** by Commissioner LaMantia and passed unanimously by roll call vote (8-0).

Resolution 2014-1893; Ratifying the Execution of a Site Access Agreement between the DuPage Airport Authority and CenterPoint Properties Trust.

Ratifies the action of the Executive Director in executing a Site Access Agreement between the Authority and CenterPoint to allow access to the property located at 2500 Enterprise circle to perform testing and soil borings for the potential purchase and development of property.

Attorney Luetkehans advised this is a standard form site access agreement that has been utilized previous times with CenterPoint Properties Trust. He explained the scope of this agreement and advised that after reviewing with Chairman Davis and Vice Chairman Gorski, Executive Director Bird executed this agreement prior to the Board Meeting to expedite this process for CenterPoint. Staff is seeking ratification of this action.

A **MOTION** was made by Commissioner Posch to approve Resolution 2014-1893 ratifying the Execution of a Site Access Agreement between the DuPage Airport Authority and CenterPoint Properties Trust. The **motion was seconded** by Commissioner Donnelly and passed unanimously by roll call vote (8-0).

Attorney Luetkehans stated that the next three agenda items; 9.f., 9.g., and 9.h. are all relating to the discussion of Project Steel, a potential development for the DuPage Business Center. Discussion of the Concept Plan for Project Steel appears as agenda item 9.i. under the *New Business* portion of the agenda. He advised that all of these related agenda items have been considered by the Capital Development Committee on two occasions; a Special Committee Meeting held on November 4 and the regular committee meeting held this day. He reviewed each of the requested variances. Attorney Luetkehans stated that during today's Regular Meeting of the Capital Development Committee it was voted upon and passed by a 3-2 vote to remove the following deviation from the recommended modifications; this modification was originally added to the Minimum Design Standards at the Special Capital Development Committee Meeting on November 4:

(4) The applicant has appealed to the board by increasing the landscape design standards in order for the site to be architecturally pleasing.

Commissioner LaMantia stated that at the Special Committee Meeting these deviations were discussed and agreed upon by the Committee and by CenterPoint. She continued that at the Committee meeting this day, CenterPoint voiced concern with one of the recommended variations stating they now felt this language to be burdensome to the process for attracting tenants. Commissioner LaMantia stated this deviation was not to create more burden but to give CenterPoint a position with the Board for all proposed developments. Commissioner Gorski stated the language was not intended to inhibit but to assist development. Discussion continued and these resolutions were then voted upon respectively.

Resolution 2014-1895; Authorizing the Execution of the Fourth Amendment to the Intergovernmental Agreement with the City of West Chicago.

Authorizes execution of the Fourth Amendment to the IGA with the City of West Chicago, amending Section 10.5 of the West Chicago Zoning Ordinance. Allows additional variations to be sought, modifies the light industrial maximum height, clarifies the definition of height and allows additional landbanking of parking on site.

A **MOTION** was made by Commissioner Gorski to approve Resolution 2014-1895; Authorizing the Execution of the Fourth Amendment to the Intergovernmental Agreement with the City of West Chicago and the **motion was seconded** by Commissioner Wagner. The motion passed unanimously by roll call vote (8-0).

Resolution 2014-1896; Authorizing the Execution of the First Amendment to the Amended and Restated Development Agreement to Develop and Lease between the DuPage Airport Authority and CenterPoint Properties Trust.

Authorizes the execution of the First Amendment to the Amended and Restated Development Agreement, which amends the exhibits to the document known as the Authority Applicable Documents and Minimum Design Standards. Sets forth the standards under which to review deviations from the Minimum Design Standards.

A **MOTION** was made by Commissioner Wagner to approve Resolution 2014-1896; Authorizing the Execution of the First Amendment to the Amended and Restated Development Agreement to Develop and Lease between the DuPage Airport Authority and CenterPoint Properties Trust; the **motion was seconded** by Commissioner Posch. The motion passed by roll call vote (6-2).

Resolution 2014-1897; Authorizing the Execution of the First Amendment to Declaration of Covenants, Conditions, Restrictions and Easements for DuPage Business Center.

Authorizes the execution of the First Amendment to Declaration of covenants, Conditions, Restrictions and Easements for the DuPage Business Center, which amends the exhibits to the documents known as the Authority Applicable Documents, Minimum Design Standards and Section 10.5 of the City of West Chicago Zoning Ordinance.

A **MOTION** was made by Commissioner Wagner to approve Resolution 2014-1897; Authorizing the Execution of the First Amendment to Declaration of Covenants, Conditions, Restrictions and Easements for DuPage Business Center. The **motion was seconded** by Commissioner Chevez and passed unanimously by roll call vote (8-0).

Resolution 2014-1894; Approving the Concept Plan for 2500 Enterprise Circle.

Approves the Concept Plan dated November 5, 2014 for a 299,250 square foot light industrial building on 14.55 acres at 2500 Enterprise Circle with variations related to parking and height under the Minimum Design Standards and Section 10.5 of the West Chicago Zoning Ordinance.

A **MOTION** was made by Commissioner Wagner to approve Resolution 2014-1894; Approving the Concept Plan for 2500 Enterprise Circle. The **motion was seconded** by Commissioner Donnelly and was passed unanimously by roll call vote (8-0).

Resolution 2014-1898; Authorizing the Execution of a Site Access Agreement between the DuPage Airport Authority and CenterPoint Properties Trust.

Authorizes the execution of a Site Access Agreement between the Authority and CenterPoint to allow access to the property located southwest of Enterprise Circle to perform testing and soil borings for the potential purchase and development of the property.

Attorney Luetkehans advised that approval of this site agreement would allow CenterPoint to move forward for Project Spectrum and he explained this is the same site agreement as previously approved with CenterPoint for Project Steel with the only difference being this is not a *ratification of execution* but *authorizing the execution* since the agreement has not yet been signed by the Executive Director.

A **MOTION** was made by Commissioner Gorski to approve Resolution 2014-1898; Authorizing the Execution of a Site Access Agreement between the DuPage Airport Authority and CenterPoint Properties Trust; the **motion was seconded** by Commissioner LaMantia. The motion passed unanimously by roll call vote (8-0).

RECESS TO EXECUTIVE SESSION

There was no Executive Session held.

OTHER BUSINESS

None

There being no other business for discussion, a **MOTION** was made by Commissioner Huizenga to adjourn the Regular Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Wagner and was passed unanimously by voice vote; the meeting was adjourned at 4:30 p.m.

Stephen L. Davis
Chairman

(ATTEST)

Gina R. LaMantia
Secretary

**DuPAGE AIRPORT AUTHORITY
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE
WEDNESDAY, NOVEMBER 12, 2014**

The 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, 2700 International Drive, West Chicago, Illinois in the First Floor Conference Room on Wednesday, November 12, 2014. Committee Chairman Gorski called the meeting to order at 2: 01 p.m. and a quorum was present.

Commissioners Present: Chavez, Gorski, LaMantia, Posch, Wagner.

Absent: None

DAA Staff Present: Executive Director David Bird; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance; John Schlaman, General Manager of Prairie Landing Golf Club; Pamela Miller, Executive Assistant and Board Liaison.

Others: Phil Luetkehans, Schirott, Luetkehans and Garner, LLP; Michael Vonic, CH2M Hill; Dan Pape, Crawford, Murphy and Tilly; Mike Toth, JA Watts, Inc.; Marjorie Howard, Richmond Breslin; Ed Harrington; CenterPoint Properties Trust; Steve Moulton, Burns & McDonnell.

Press: None

CAPITAL DEVELOPMENT

NEW BUSINESS

None

LEASING AND CUSTOMER FEES

NEW BUSINESS

Resolution 2014-1892; Authorizing the Execution of a Hangar and Office Lease Agreement with Exelon Business Services Company, LLC.

– Authorizes the Execution of a 5 year hangar and office building lease with Exelon Business Services Company LLC for the Authority hangar space known as 2722 International Drive, Hangar Bay #1, which contains approximately 30,240 square feet for a total rental amount of \$966,096 over the five year period.

Executive Director Bird asked Mark Doles to review the proposed hangar and office space lease with Exelon. Mr. Doles related that in January 2012 the Board approved by Resolution a lease with Exelon and now are an existing tenant located at the North High Tail Hangar Bay #1. Mr. Doles explained that Exelon is now desirous to move to the South High Tail Hangar Bay #1 because their need for more space. He discussed the amount of space to be included in the new lease agreement and the terms for the agreement. Mr. Doles reviewed the anticipated increase in revenues for the Airport Authority with this new lease agreement and also the significant increased fuel sales with the addition of aircraft for Exelon. Discussion followed. Staff recommended approval.

A **MOTION** was made by Commissioner LaMantia to recommend Board approval for Proposed Resolution 2014-1892; Authorizing the Execution of a Hangar and Office Lease Agreement with Exelon Business Services Company, LLC. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (5-0).

Resolution 2014-1893; Ratifying the Execution of a Site Access Agreement between the DuPage Airport Authority and CenterPoint Properties Trust.

– Ratifies the action of the Executive Director in executing a Site Access Agreement between the Authority and CenterPoint to allow access to the property located at 2500 Enterprise Circle to perform testing and soil borings for the potential purchase and development of the property.

Attorney Luetkehans advised this Site Access Agreement was previously discussed with the Committee and after discussion with the Chairman and Vice Chairman the Executive Director executed the agreement. Staff is seeking ratification of the Executive Director's action to execute this Site Access Agreement and approval is recommended.

A **MOTION** was made by Commissioner Chavez to recommend Board approval for Proposed Resolution 2014-1893; Ratifying the Execution of a Site Access Agreement between the DuPage Airport Authority and CenterPoint Properties Trust. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (5-0).

Attorney Luetkehans asked to review the next agenda items 4. (c), (d), (e) and (f) as one item for discussion purposes. He stated that since the Special Capital Development Committee Meeting on November 4, the site plan has not changed.

The Capital Development Committee's previously recommended additional language for the Minimum Design Standards has been included and is as follows:

- (4) *The applicant has appealed to the board by increasing the landscape design standards in order for the site to be architecturally pleasing.*

Attorney Luetkehans then stated that the other significant change since the last committee meeting is the question of how to define building height. The Committee wanted a 10 foot limit above the actual building height and there is a modification to Section 10.5 of the Zoning Ordinance with West Chicago to reflect this change. Discussion followed. Attorney Luetkehans then advised that after the Special Committee Meeting and upon further review, CenterPoint Properties Trust has expressed concerns with the language included in item (4) of the Minimum Design Standards relating to requiring additional landscaping. Ed Harrington of CenterPoint and Marjorie Howard, CenterPoint's Counsel, stated they felt this language was too burdensome with this very time sensitive process and felt this should not be included in the deviations. Commissioner LaMantia stated this deviation was not to create more burden but to give CenterPoint a position with the Board for all proposed developments. Commissioner Gorski stated the language was not intended to inhibit but to assist development.

After discussion, Commissioner Wagner made a **MOTION** to accept CenterPoint Properties Trust recommendation that Item (4) *the applicant has appealed to the board by increasing the landscape design standards in order for the site to be architecturally pleasing*, be extracted from the modifications for the Minimum Design Standards. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (3-2).

Attorney Luetkehans advised there were no changes other than the modifications made to the Minimum Design Standards and as amended by the prior vote. Discussion continued, and each of the Resolutions were voted upon.

Resolution 2014-1895; Authorizing the Execution of the Fourth Amendment to the Intergovernmental Agreement with the City of West Chicago.

– Authorizes execution of the Fourth Amendment to the IGA with the City of West Chicago, amending Section 10.5 of the West Chicago Zoning Ordinance. Allows additional variations to be sought, modifies

the light industrial maximum height, clarifies the definition of height and allows additional landbanking of parking on site.

A **MOTION** was made by Commissioner Chavez to recommend Board approval for Proposed Resolution 2014-1895; Authorizing the Execution of the Fourth Amendment to the Intergovernmental Agreement with the City of West Chicago. The motion was seconded by Commissioner Posch and was passed unanimously by roll call vote (5-0).

Resolution 2014-1896; Authorizing the Execution of the First Amendment to the Amended and Restated Development Agreement to Develop and Lease between the DuPage Airport Authority and CenterPoint Properties Trust.

– Authorizes the execution of the First Amendment to the Amended and Restated Development Agreement, which amends the exhibits to the document known as the Authority Applicable Documents and Minimum Design Standards. Sets forth the standards under which to review deviations from the Minimum Design Standards.

Commissioner Wagner made a **MOTION** to recommend Board approval for Proposed Resolution 2014-1896; Authorizing the Execution of the First Amendment to the amended and Restated Development Agreement to Develop and Lease between the DuPage Airport Authority and CenterPoint Properties Trust with the amendments as discussed. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (3-2).

Resolution 2014-1897; Authorizing the Execution of the First Amendment to Declaration of Covenants, Conditions, Restrictions and Easements for DuPage Business Center.

– Authorizes the execution of the First Amendment to Declaration of Covenants, Conditions, Restrictions and Easements for the DuPage Business Center, which amends the exhibits to the documents known as the Authority Applicable Documents, Minimum Design Standards and Section 10.5 of the City of West Chicago Zoning Ordinance.

A **MOTION** was made by Commissioner LaMantia to recommend Board approval for Proposed Resolution 2014-1897; Authorizing the Execution of the First Amendment to Declaration of Covenants, Conditions, Restrictions and Easements for DuPage Business Center. The **motion was seconded** by Commissioner Chavez and was passed unanimously by roll call vote (5-0).

Resolution 2014-1894; Approving the Concept Plan for 2500 Enterprise Circle.

– Approves the concept Plan dated November 5, 2014 for a 299,250 square foot light industrial building on 14.55 acres at 2500 Enterprise Circle with variations related to parking and height under the Minimum Design Standards and Section 10.5 of the West Chicago Zoning Ordinance.

A **MOTION** was made by Commissioner Posch to recommend Board approval for Proposed Resolution 2014-1894; Approving the concept Plan for 2500 Enterprise Circle. The **motion was seconded** by Commissioner Chavez and was passed unanimously by roll call vote (5-0).

Resolution 2014-1898; Authorizing the Execution of a Site Access Agreement between the DuPage Airport Authority and CenterPoint Properties Trust.

– Approves the execution of a Site Access Agreement between the Authority and CenterPoint to allow access to the property located southwest of Enterprise circle to perform testing and soil borings for the potential purchase and development of the property.

Attorney Luetkehans explained this resolution should be to “authorize the execution” of the Site Access Agreement rather than to “ratify the execution” because it has not yet been signed by the Executive Director. He stated this is the same type of agreement as was done for Project Steel and for the same type of work to be accomplished by CenterPoint for Project Spectrum. Approval is recommended.

A **MOTION** was made by Commissioner Chevez to recommend Board approval for Proposed Resolution 2014-1898; Authorizing the Execution of a Site Access Agreement between the DuPage Airport Authority and CenterPoint Properties Trust. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

RECESS TO EXECUTIVE SESSION

There was no Executive Session.

OTHER BUSINESS

None

Commissioner Wagner made a **MOTION** to adjourn the Capital Development, Leasing and Customer Fees Committee Meeting; the **motion was seconded** by Commissioner Chavez and the committee meeting was adjourned at 2:50 p.m.

Gerald M. Gorski, Chairman
Capital Development, Leasing and Customer Fees Committee

**DuPAGE AIRPORT AUTHORITY
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE
SPECIAL MEETING
TUESDAY, NOVEMBER 4, 2014**

A Special 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, 2700 International Drive, West Chicago, Illinois in the First Floor Conference Room on Tuesday, November 4, 2014. Committee Chairman Gorski called the meeting to order at 8:02 a.m. and a quorum was present.

Commissioners Present: Chavez, Gorski, LaMantia, Posch, Wagner.
Absent: None

DAA Staff Present: Executive Director David Bird; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance; Pamela Miller, Executive Assistant and Board Liaison.

Others: Phil Luetkehans, Schirott, Luetkehans and Garner, LLP; Brian Teghmeyer, DU-COMM; Marjorie Howard, Richmond Breslin; Ed Harrington, CenterPoint Properties; Matt Young; CenterPoint Properties.

Press: None

NEW BUSINESS

Discussion of Proposed Develop Plan with CenterPoint Properties for the DuPage Business Center.

Executive Director asked Attorney Phil Luetkehans to proceed with this discussion.

Attorney Luetkehans advised that a proposed development referred to as Project Steel is being prepared for submittal. This potential development would be a warehouse distribution type of facility and is located in the DuPage Business Center. He added that due to the projects location within the center of Enterprise Circle additional deviations would be required from the West Chicago Zoning Code and the Minimum Design Standards for the Park. Attorney Luetkehans advised the variations from Section 10.5 of West Chicago's Zoning Ordinance primarily relate to parking and with the site being surrounded on three sides by Enterprise Circle, some of the parking restrictions are probably unrealistic for this site. He continued it is recommended to modify the allowable height for industrial building in the Business Park. Discussion followed regarding the requested variations.

Attorney Luetkehans stated that the main questions needing answers from the Board are as follows: Is the site plan acceptable and if it is acceptable, can changes be made to Minimum Design Standards and the underlying documents; Section 10.5 Zoning Ordinance, CCR's and Amended and Restated Development and Lease Agreement.

Commissioner LaMantia asked that the suggested Minimum Design Standards for the Business Center be modified to include the new subparagraph (4) in the newly sought language on the last page of the Minimum Design Standards: ***(4) The applicant has appealed to the board by increasing the landscape design standards in order for the site to be architecturally pleasing.***

A **MOTION** was made by Commissioner Chavez to recommend Board approval for a resolution approving the Fourth Amendment to the Intergovernmental Agreement with the City of West Chicago amending the agreement as discussed. The **motion was seconded** by Commissioner Wagner and was passed unanimously by roll call vote (5-0).

A **MOTION** was made by Commissioner LaMantia to recommend Board approval for a resolution approving an Amendment to the Amended and Restated Development and Lease Agreement with CenterPoint Properties Trust, as discussed, including the language set out in subparagraph (4) above. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

A **MOTION** was made by Commissioner LaMantia to recommend Board approval for a resolution approving the Concept Plan Application for Project Steele as discussed subject to providing the Board with the full site plan; building elevations, final landscape plan and providing the tenant's full name. The **motion was seconded** by Commissioner Wagner and was passed unanimously by roll call vote (5-0).

Ed Harrington of CenterPoint Properties Trust then proceeded to discuss a potential proposal for a building concept referred to as Project Spectrum. He explained this particular company has a facility in Batavia and a warehouse in Aurora. Their facilities are small and the company is in need of more space. He proceeded to relate to the committee the exact location being considered within the Business Center and details relating to the proposal. Discussion continued regarding the possibility for price reductions being offered to the company as an incentive and the after a brief discussion the Committee agreed not to entertain a price reduction.

Discussion then occurred regarding the potential for DU-COMM to locate on approximately 4 acres within the DuPage Business Center. The options for this potential development site was reviewed in detail and the scope of this potential development was discussed. Ed Harrington advised that CenterPoint Properties Trust will be having further meetings with DuCOMM and will get back to exploring the other options as discussed. Attorney Luetkehans asked that his staff and Airport staff be included in these meetings moving forward. Discussion continued briefly.

Commissioner Chavez made a **MOTION** to adjourn the Capital Development, Leasing and Customer Fees Committee Meeting; the **motion was seconded** by Commissioner Posch and the meeting was adjourned at 9:47 a.m.

Gerald M. Gorski, Chairman
Capital Development, Leasing and Customer Fees Committee

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET AND AUDIT COMMITTEE
SPECIAL MEETING**

**Friday, October 28, 2014
Huizenga Capital Management
Oak Brook, Illinois**

A Special Meeting of the Finance, Budget and Audit Committee of the DuPage Airport Authority Board of Commissioners was convened in the offices of Huizenga Capital Management in Oak Brook, Illinois on Tuesday, October 28, 2014. Chairman Huizenga called the meeting to order at 10:01 a.m. and a quorum was present for the meeting.

Commissioners Present: Huizenga, Donnelly, Posch.

Commissioners Absent: Wagner

DuPage Airport Authority Staff Present: Executive Director David Bird; Patrick Hoard, Director of Finance; Byron Miller, Director of Operations; Mark Doles, Director of Aviation Facilities and Properties; John Schlaman, General Manager, Prairie Landing Golf Club; Dan Barna, Procurement Manager; Pam Miller, Executive Assistant and Board Liaison.

Others: None

Discussion of the Tentative Budget and Appropriations for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015.

Executive Director Bird advised that Patrick Hoard would provide an overview of the proposed 2015 budget. Mr. Hoard began by reporting that the Authority's insurance Broker, Wine Sergi, has advised that the Group Health Insurance provider would increase its current rates by 45% which would amount to approximately \$300,000 for 2015. He continued that this total premium cost is shared by both the employee and the Airport Authority. Mr. Hoard stated that the rates shown in the 2015 Tentative Budget at this point are light on insurance costs but will be adjusted in the next draft. Mr. Hoard proceeded to review the overall Budget Summary and discussion occurred covering forecasts for revenue and expenses, fuel costs and pricing, and plans for improving revenues for Prairie Landing Golf Course. Discussion also occurred regarding capital projects anticipated for the Airport Authority and the reimbursements expected from state and federal funds for capital projects. He added that no property tax abatement would be included for the 2015 budget year. Executive Director Bird added that the employee head count would not increase for 2015, even with the retirements that are occurring; employee levels will remain the same. Executive Director Bird also advised that the Airport Authority's lobbyist will begin pushing various access and transportation issues for the Airport. He continued that DuPage is the best airfield in the country to support the capacity needed for the next generation or more and the addition of a new transient hangar will also attract more business. He added that the Airport,

both landside and airside, can support growth and that improved access is key for the continued growth of DuPage Airport.

Mr. Hoard then asked each department director to review their specific 2015 budget and to highlight any significant changes from 2014. Discussion followed.

Executive Director Bird stated that the Finance Committee will have another opportunity to review and discuss the 2015 Tentative Budget and Appropriations at their regular committee meeting on November 12 and the Tentative Budget and Appropriations will be presentation to the full Board at the November 12 Meeting. Discussion continued briefly.

A **MOTION** was made by Commissioner Donnelly to adjourn the Special Meeting of the Finance, Budget and Audit Committee; the motion was seconded by Commissioner Posch and was passed unanimously by voice vote. The meeting adjourned at 11:35 a.m.

Peter H. Huizenga, Chairman
Finance, Budget and Audit Committee

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET AND AUDIT COMMITTEE
WEDNESDAY, NOVEMBER 12, 2014**

A meeting of the Finance, Budget and Audit Committee of the DuPage Airport Authority Board of Commissioners was convened at the DuPage Flight Center, 2700 International Drive, West Chicago, Illinois, First Floor Conference Room, on Wednesday, November 12, 2014. Chairman Huizenga called the meeting to order at 1:00 p.m. and all members were present.

Commissioners Present: Donnelly, Huizenga, Posch, Wagner

Commissioners Absent: None

DuPage Airport Authority Staff Present: Executive Director David Bird; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance; John Schlaman, General Manager, Prairie Landing Golf Club; Dan Barna, Procurement Manager; Pamela Miller, Executive Assistant and Board Liaison.

Others:

None

OLD BUSINESS

None

NEW BUSINESS

REVIEW OF FINANCIAL STATEMENTS

Patrick Hoard proceeded to review the Financial Statements:

Operating Revenues:

Airport Operations increased 6% over budgeted amount.

Flight Center Fuel Operations increased 12% over the budgeted amount.

Prairie Landing Golf Club is 11% below budget for the year.

Total Operating Revenues overall are up 7% actual versus budget.

Operating Expenses:

Airport Operations increased 2% from the budgeted amount for the year.

Flight Center Fuel Operations increased 7%.

Prairie Landing Golf Club is 8% below budget year-to- date.

Total Operating Expenses are up 3% actual versus budget.

Net Profit from Operations have increased significantly from the amount budgeted; 121%.

Total Non-Operating Revenues are up 5% actual versus budget.

Total Non-Operating Expenses increased 13% actual versus budget.

Net profit from Non-Operations up 4% actual versus budget. *Net Profit Excluding Depreciation* increased 15% actual versus budget.

Capital Development Program: Spending will continue to increase through the end of the year as more of the capital projects are completed.

Cash Ending Balance is at \$17.7 million; *Cash Balance at the beginning of the year* was \$27.3 million.

Discussion followed.

Ordinance 2014-278; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2014 and Ending December 31, 2014.

Mr. Hoard explained the Airport Authority will levy property taxes in 2014, payable to the Airport Authority in 2015. He continued that the same amount will be levied as in the previous two years; \$5,976,024. There was brief discussion regarding abatement for the 2015 budget year and Mr. Hoard related a tax levy abatement was not anticipated in the 2015 Budget and Appropriations.

A **MOTION** was made by Commissioner Donnelly to recommend Board approval of Proposed Ordinance 2014-278; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2014 and Ending December 31, 2014. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (4-0).

Ordinance 2014-279; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2015 and ending December 31, 2015.

Mr. Hoard advised that no significant changes had been made since the Special Finance Committee Meeting held in October. He highlighted a formatting change adding a column for 2014 Forecast for comparative information. Mr. Hoard explained that the Employee Group Insurance Plan was increased 45% by the Airport Authority's current insurance provider and our brokers, Wine-Sergi, have been working to obtain additional quotes from various other companies. Mr. Hoard continued that staff is hopeful to receive a lower rate and a 25% increase in group insurance is anticipated in the 2015 Budget rather than 45% as originally stated. Discussion followed and staff recommended approval of the 2015 Tentative Budget and Appropriations.

A **MOTION** was made by Commissioner Posch to recommend Board approval of Proposed Ordinance 2014-279; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015. The **motion was seconded** by Commissioner Donnelly and was passed unanimously by roll call vote (4-0).

Resolution 2014-1891; Approving the Use of Outside Auditors for the Year 2015.

Appointing the firm of Sikich LLP for auditing the Authority's 2014 financial statements for an all-inclusive maximum fee of \$37,000.

Mr. Hoard advised each year the Airport Authority Board approves outside auditors to be utilized by the Airport Authority for the annual audit. He reviewed that in October 2013, an RFP process was conducted and six proposals were submitted; Sikich was selected and approved by the Board for 2014 at a total cost of \$36,000. Discussion followed and Mr. Hoard review fees and advised this maximum fee has been reflected in the 2015 Tentative Budget and Appropriations.

A **MOTION** was made by Commissioner Wagner to recommend Board approval of Proposed Resolution 2014-1891; Approving the Use of Outside Auditors for the Year 2015. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (4-0).

Other Business

None

A **MOTION** was made by Commissioner Donnelly to adjourn the Finance, Budget and Audit Committee; the **motion was seconded** by Commissioner Posch and was passed unanimously by voice vote. The meeting adjourned at 1:25 p.m.

Peter H. Huizenga, Chairman
Finance, Budget and Audit Committee



MONTHLY STATISTICS

December 2014

	<u>Dec. '14</u>	<u>Dec. '13</u>	<u>'14 vs. '13</u>	<u>Dec. Percent Change</u>	<u>YTD 2014</u>	<u>YTD 2013</u>	<u>'14 vs. '13</u>	<u>Percent Change</u>
FUEL								
100LL	11,264	12,327	(1,063)	-8.6%	203,754	233,795	(30,041)	-12.8%
Jet A	197,867	182,858	15,009	8.2%	2,353,181	2,056,192	296,989	14.4%
Total Gallons	209,131	195,185	13,946	7.1%	2,556,935	2,289,987	266,948	11.7%



MONTHLY STATISTICS

November 2014

	<u>Nov. '14</u>	<u>Nov. '13</u>	<u>'14 vs. '13</u>	<u>Nov. Percent Change</u>	<u>YTD 2014</u>	<u>YTD 2013</u>	<u>'14 vs. '13</u>	<u>Percent Change</u>
FUEL								
100LL	12,707	16,904	(4,197)	-24.8%	192,490	221,468	(28,978)	-13.1%
Jet A	201,910	177,545	24,365	13.7%	2,155,314	1,873,334	281,980	15.1%
Total Gallons	214,617	194,449	20,168	10.4%	2,347,804	2,094,802	253,002	12.1%

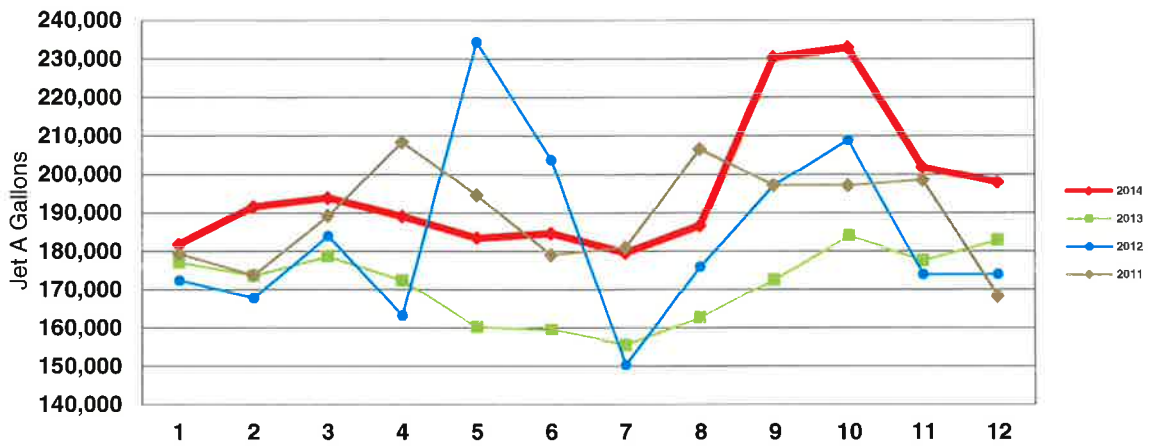
	<u>Nov. '14</u>	<u>Nov. '13</u>	<u>'14 vs. '13</u>	<u>Nov. Percent Change</u>	<u>YTD 2014</u>	<u>YTD 2013</u>	<u>'14 vs. '13</u>	<u>Percent Change</u>
OPERATIONS								
Local	1,688	1,854	(166)	-9.0%	25,503	25,436	67	0.3%
Itinerant	3,091	3,683	(592)	-16.1%	41,859	44,947	(3,088)	-6.9%
Total Ops	4,779	5,537	(758)	-13.7%	67,362	70,383	(3,021)	-4.3%

	<u>Nov. '14</u>	<u>Nov. '13</u>	<u>'14 vs. '13</u>	<u>Nov. Percent Change</u>	<u>YTD 2014</u>	<u>YTD 2013</u>	<u>'14 vs. '13</u>	<u>Percent Change</u>
REGIONAL OPS								
Total OPS								
DuPAGE	4,779	5,537	(758)	-13.7%	67,362	70,383	(3,021)	-4.3%
Palwaukee	5,218	5,774	(556)	-9.6%	71,229	75,279	(4,050)	-5.4%
Aurora	3,247	4,256	(1,009)	-23.7%	55,965	61,136	(5,171)	-8.5%
Waukegan	2,621	3,085	(464)	-15.0%	38,125	42,528	(4,403)	-10.4%
State of Illinois	144,281	153,166	(8,885)	-5.8%	1,725,463	1,792,270	(66,807)	-3.7%
Teterboro	14,384	14,203	181	1.3%	152,236	148,198	4,038	2.7%
Van Nuys	17,423	20,648	(3,225)	-15.6%	218,612	248,095	(29,483)	-11.9%
Centennial	19,477	25,235	(5,758)	-22.8%	287,583	272,091	15,492	5.7%

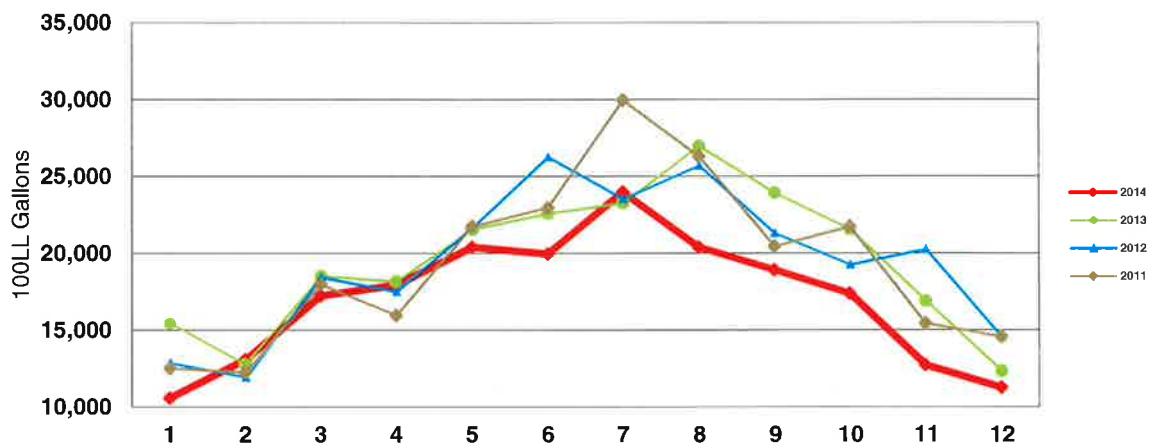
	<u>Nov. '14</u>	<u>Nov. '13</u>	<u>'14 vs. '13</u>	<u>Nov. Percent Change</u>	<u>YTD 2014</u>	<u>YTD 2013</u>	<u>'14 vs. '13</u>	<u>Percent Change</u>
Local OPS								
DuPAGE	1,688	1,854	(166)	-9.0%	25,503	25,436	67	0.3%
Palwaukee	1,224	1,353	(129)	-9.5%	17,735	20,317	(2,582)	-12.7%
Aurora	1,556	1,879	(323)	-17.2%	27,929	30,192	(2,263)	-7.5%
Waukegan	1,046	1,168	(122)	-10.4%	16,332	19,112	(2,780)	-14.5%
State of Illinois	22,338	25,941	(3,603)	-13.9%	290,443	311,554	(21,111)	-6.8%
Teterboro	0	0	0		15	0	15	
Van Nuys	5,465	6,952	(1,487)	-21.4%	73,869	94,901	(21,032)	-22.2%
Centennial	8,615	10,724	(2,109)	-19.7%	122,102	116,391	5,711	4.9%

	<u>Nov. '14</u>	<u>Nov. '13</u>	<u>'14 vs. '13</u>	<u>Nov. Percent Change</u>	<u>YTD 2014</u>	<u>YTD 2013</u>	<u>'14 vs. '13</u>	<u>Percent Change</u>
Itinerant OPS								
DuPAGE	3,091	3,683	(592)	-16.1%	41,859	44,947	(3,088)	-6.9%
Palwaukee	3,994	4,421	(427)	-9.7%	53,494	54,962	(1,468)	-2.7%
Aurora	1,691	2,377	(686)	-28.9%	28,036	30,944	(2,908)	-9.4%
Waukegan	1,575	1,917	(342)	-17.8%	21,793	23,416	(1,623)	-6.9%
State of Illinois	121,943	127,225	(5,282)	-4.2%	1,435,020	1,480,716	(45,696)	-3.1%
Teterboro	14,384	14,203	181	1.3%	152,221	148,198	4,023	2.7%
Van Nuys	11,958	13,696	(1,738)	-12.7%	144,743	153,194	(8,451)	-5.5%
Centennial	10,862	14,511	(3,649)	-25.1%	165,481	155,700	9,781	6.3%

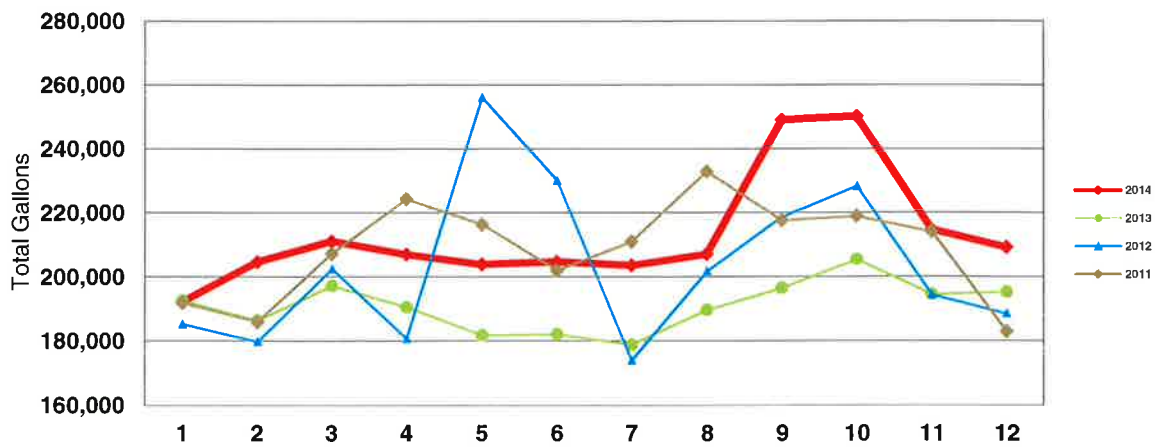
Jet A by Month



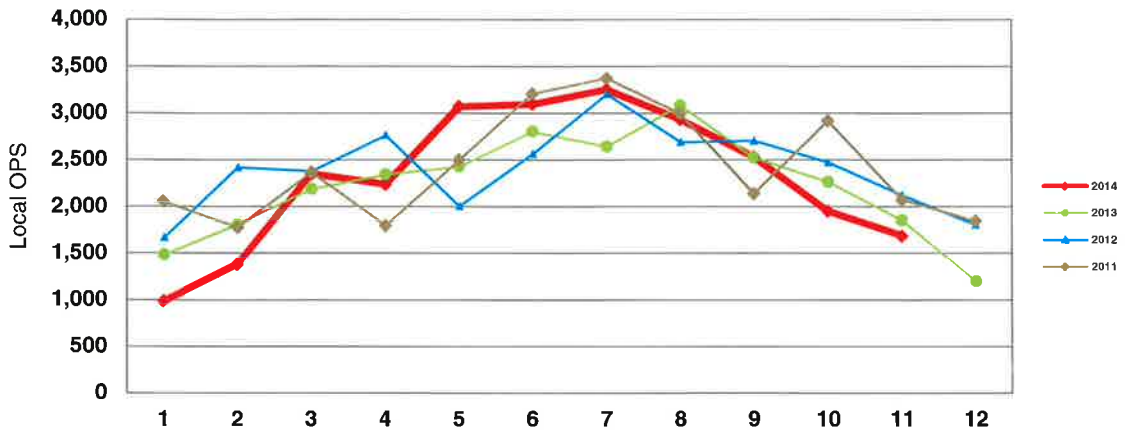
100LL by Month



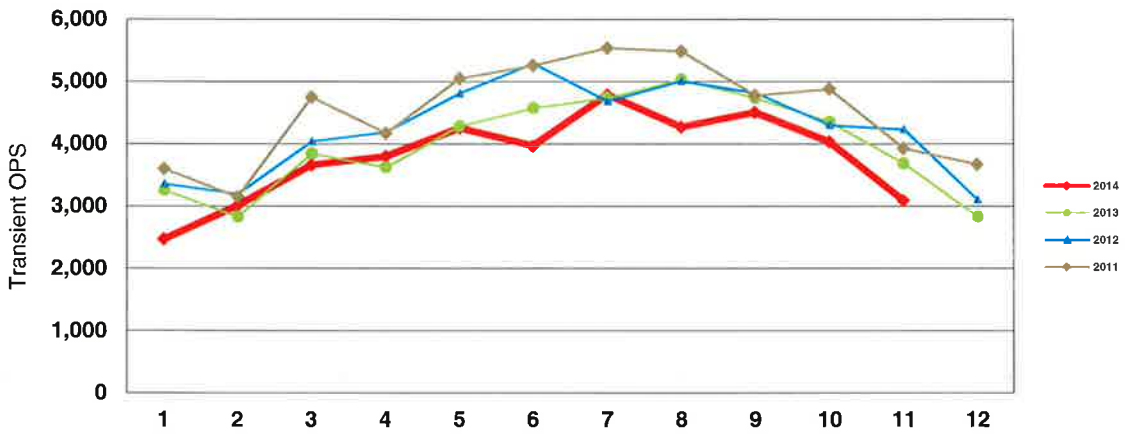
Total Gallons by Month



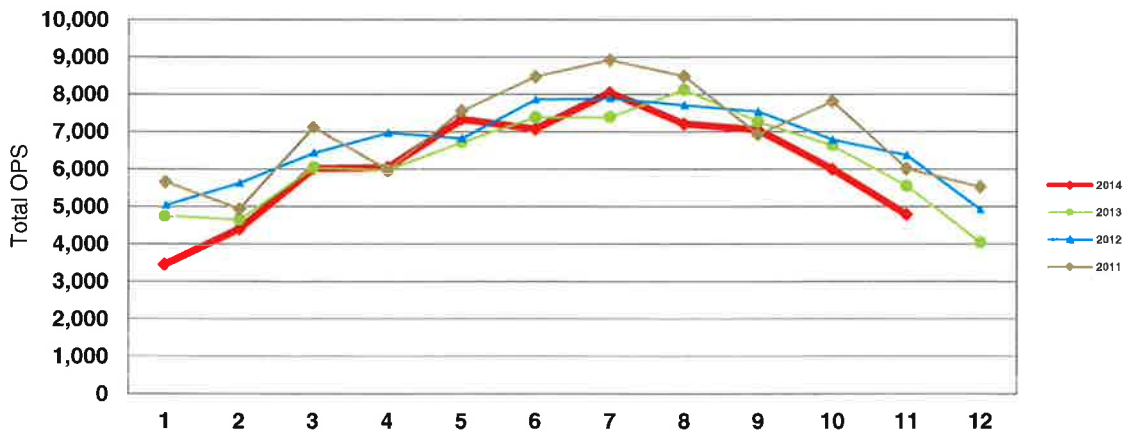
Local OPS by Month



Transient OPS by Month



Total OPS by Month





DUPAGE AIRPORT AUTHORITY

12/31/2014

**FINANCIALS
PRE-AUDIT
COMMISSIONERS**

Board Summary
DuPage Airport Authority
YTD December 2014

	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Percent Change Actual vs Budget</u>
Beginning Cash Balance- Unrestricted	13,246,132	13,246,132	
Beginning Cash Balance - Restricted	14,087,564	14,087,564	
	<u>27,333,696</u>	<u>27,333,696</u>	
<u>OPERATING REVENUES</u>			
Airport Operations	4,447,636	4,733,017	6%
Flight Center Fuel Operations	11,499,739	12,784,439	11%
Prairie Landing Golf Club	2,765,827	2,470,509	-11%
TOTAL OPERATING REVENUES	<u>18,713,202</u>	<u>19,987,965</u>	<u>7%</u>
<u>OPERATING EXPENSES</u>			
Airport Operations	6,237,189	6,380,700	2%
Flight Center Fuel Operations	9,705,160	10,157,017	5%
Prairie Landing Golf Club	2,514,224	2,349,705	-7%
TOTAL OPERATING EXPENSES	<u>18,456,573</u>	<u>18,887,422</u>	<u>2%</u>
Net Profit from Operations	256,629	1,100,543	329%
<u>NON-OPERATING REVENUES</u>			
Miscellaneous Taxes	55,000	59,136	8%
Property Taxes/Abatements	5,520,000	5,532,310	0%
Federal & State Grants	0	225,883	0%
Investment Income	145,000	141,459	-2%
Unrealized Gain/Loss from Investments	0	73,895	0%
Gain/(Loss) on Sale of Fixed Assets	60,000	54,953	-8%
TOTAL NON-OPERATING REVENUES	<u>5,780,000</u>	<u>6,087,637</u>	<u>5%</u>
<u>NON-OPERATING EXPENSES</u>			
Property Tax (DAA)	204,000	205,722	1%
Property Tax (PLGC)	248,000	304,420	23%
TOTAL NON-OPERATING EXPENSES	<u>452,000</u>	<u>510,142</u>	<u>13%</u>
Net Profit from Non-Operations	5,328,000	5,577,495	5%
Net Profit Excluding Depreciation	5,584,629	6,678,038	20%
Total YTD Revenues	24,493,202	26,075,602	6%
Total YTD Expenditures	18,908,573	19,397,564	3%
CAPITAL DEVELOPMENT PROGRAMS	26,713,802	16,009,582	-40%
MAJOR MAINTENANCE	889,830	458,684	-48%
FUTURE PROJECT EXPENSE	0	0	0%
Adjustment for Non-Cash Activities	0	(1,020,638)	
Cash Balance - Ending	5,314,693	16,522,830	211%

DUPAGE AIRPORT AUTHORITY
COMBINING BALANCE SHEET
Month of December 2014

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
ASSETS				
Current Assets				
Cash & Cash Equivalents	11,842,575	4,751,256	(71,001)	16,522,830
Receivables				
Property Taxes	5,481,378	-	-	5,481,378
Interest	23,949	-	-	23,949
Accounts Receivable	247,355	354,674	10,952	612,982
Due To/From Prairie Landing Golf Club	863,217	-	-	863,217
Due To/From DuPage Bus. Park Owner Assoc.	30,000	-	-	30,000
Prepaid Expenses	322,608	9,225	6,450	338,283
Vehicle Fuel Inventory	24,232	-	-	24,232
Inventories	-	143,909	79,654	223,563
Total Current Assets	18,835,315	5,259,065	26,055	24,120,435
Other Assets				
Total Other Assets	-	-	-	-
Capital Assets				
Cost	305,738,674	894,015	2,957,169	309,589,859
Construction in Progress	16,164,002	-	-	16,164,002
	321,902,676	894,015	2,957,169	325,753,860
Accumulated Depreciation/Amortization	(168,525,980)	(734,465)	(2,749,595)	(172,010,040)
Total Capital Assets	153,376,696	159,551	207,574	153,743,820
TOTAL ASSETS	172,212,010	5,418,616	233,629	177,864,255

DUPAGE AIRPORT AUTHORITY
COMBINING BALANCE SHEET
Month of December 2014

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
LIABILITIES				
Current Liabilities				
Accounts Payable	170,200	180,259	1,029	351,489
Accrued Liabilities	552,130	111,167	447,703	1,111,000
Due to/from DuPage Airport Authority	-	-	863,217	863,217
Deferred Income - Operations	1,970,568	50,890	-	2,021,458
Deferred Income Property Taxes	5,481,378	-	-	5,481,378
Deferred Income Land	85,000	-	-	85,000
Total Current Liabilities	8,259,276	342,316	1,311,950	9,913,542
Long-Term Liabilities				
Security Deposits	109,425	-	110,154	219,579
Total Long-Term Liabilities	109,425	-	110,154	219,579
TOTAL LIABILITIES	8,368,701	342,316	1,422,104	10,133,121
NET ASSETS				
Net Assets				
Investment in Capital Assets, January 1	144,345,583	179,545	330,099	144,855,226
Changes in Net Capital Assets	(283,993)	(18,317)	(122,525)	(424,835)
Net Investment in Capital Assets	144,061,590	161,227	207,574	144,430,391
Restricted Future Capital Assets, January 1	19,017,974	-	-	19,017,974
Changes in Future Capital Assets	-	-	-	-
Net Restricted Future Capital Assets	19,017,974	-	-	19,017,974
Unrestricted Net Assets, January 1	4,027,275	2,280,923	(1,182,612)	5,125,586
Changes in Net Capital Assets	282,316	19,994	122,525	424,835
Net Income (Loss)	(3,545,846)	2,614,156	(335,962)	(1,267,652)
Intrafund Transfers - Transfer from Tech Park	-	-	-	-
Net Unrestricted Assets	763,745	4,915,072	(1,396,049)	4,282,769
TOTAL NET ASSETS	163,843,309	5,076,299	(1,188,475)	167,731,134
TOTAL LIABILITIES AND NET ASSETS	172,212,010	5,418,616	233,629	177,864,255

DUPAGE AIRPORT AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
YTD December 2014

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
Revenues				
Field Operations	1,373,816	0	0	1,373,816
Building Operations	2,977,539	0	0	2,977,539
Flight Center Building	195,499	0	0	195,499
Administrative	186,163	0	0	186,163
Fuel and Oil Sales	0	12,459,169	0	12,459,169
De-ice, Lav Service, Preheats, APU, Tows	0	50,433	0	50,433
Overnight Fees - Transient	0	27,587	0	27,587
Hangar Rental	0	201,691	0	201,691
Golf Operations	0	0	1,464,826	1,464,826
Food and Beverage	0	35,991	263,774	299,765
Kitty Hawk Deli	0	0	35,488	35,488
Banquet	0	0	690,428	690,428
Miscellaneous	0	9,568	15,993	25,561
Total Revenues	4,733,017	12,784,439	2,470,509	19,987,965
Cost of Sales				
Field Operations	1,650,525	0	0	1,650,525
Building Operations	1,140,310	0	0	1,140,310
Flight Center Building	262,715	0	0	262,715
Shop Equipment	440,954	0	0	440,954
Fuel and Oil	0	8,180,973	0	8,180,973
Maintenance	0	195,329	0	195,329
Credit Card Expense	0	170,071	47,689	217,760
Golf Course Maintenance	0	0	693,153	693,153
Golf Operations	0	0	312,596	312,596
Food and Beverage	0	112,813	320,017	432,830
Kitty Hawk - Deli	0	0	35,488	35,488
Banquet	0	0	391,496	391,496
Total Cost of Sales	3,494,504	8,659,186	1,800,438	13,954,127
Gross Profit/(Loss)	1,238,513	4,125,253	670,071	6,033,838
General and Administrative				
Administration	2,353,323	1,465,385	549,267	4,367,976
Commissioners	94,181	0	0	94,181
Business Development & Marketing	138,378	32,445	0	170,823
Accounting	300,315	0	0	300,315
Total General & Administrative	2,886,197	1,497,831	549,267	4,933,295
Operating Income (Loss) Before Depreciation & Principal Reductions	(1,647,683)	2,627,423	120,804	1,100,543
Non Operating Revenues (Expenses)				
Taxes - Property	5,532,310	0	0	5,532,310
Taxes - Other	59,136	0	0	59,136
Taxes - Paid	(205,722)	0	(304,420)	(510,142)
Federal & State Grants	225,883	0	0	225,883
Investment Income	141,457	0	2	141,459
Unrealized Gain/Loss from Investments	73,895	0	0	73,895
Amortization (Expense)	0	0	0	0
Gain on Sale of Fixed Assets	39,463	11,252	4,238	54,953
Other Revenue (Expenses)	0	0	0	0
Total Non Operating Revenues (Expenses)	5,866,423	11,252	(300,180)	5,577,495
Net Income (Loss) before adjustments	4,218,739	2,638,675	(179,376)	6,678,038
Depreciation	7,344,488	19,994	122,525	7,487,006
Major Maintenance Expense	420,098	4,525	34,061	458,684
Future Project Expense	0	0	0	0
Net Income	(3,545,846)	2,614,156	(335,962)	(1,267,652)

Total DuPage Airport Authority

STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 12/31/2014

	2014 Annual Budget				YTD				Month				YTD				
	2014		2013		2014		2013		2014		2013		2014		2013		
	Actual	Variance	Budget	Variance	Actual	Variance	Budget	Variance	Actual	Variance	Budget	Variance	Actual	Variance	Budget	Variance	
REVENUES																	
Airport Operations	\$ 388,521	\$ 351,265	\$ 37,256	\$ 285,381	\$ 4,733,017	\$ 4,447,636	\$ 285,381	\$ 3,883,551	\$ 388,521	\$ 374,680	\$ (486,159)	\$ 4,733,017	\$ 5,000,124	\$ (267,107)	\$ 4,733,017	\$ 5,000,124	\$ (267,107)
Prairie Landing Golf Club	\$ 65,058	\$ 53,990	\$ 11,068	\$ 2,470,509	\$ 2,765,827	\$ (295,318)	\$ 2,765,827	\$ 65,058	\$ 69,511	\$ (4,453)	\$ 2,470,509	\$ 2,700,077	\$ (29,568)	\$ 2,470,509	\$ 2,700,077	\$ (29,568)	
DuPage Flight Center	\$ 918,407	\$ 931,011	\$ (12,604)	\$ 12,784,439	\$ 11,499,739	\$ 1,284,700	\$ 11,499,739	\$ 918,407	\$ 974,527	\$ (56,120)	\$ 12,784,439	\$ 11,656,234	\$ 1,128,205	\$ 12,784,439	\$ 11,656,234	\$ 1,128,205	
Total Revenues	\$ 1,371,986	\$ 1,336,266	\$ 35,720	\$ 18,713,202	\$ 19,987,965	\$ 18,713,202	\$ 1,274,763	\$ 18,713,202	\$ 1,371,986	\$ 1,918,718	\$ (546,732)	\$ 19,987,965	\$ 19,356,435	\$ 631,530	\$ 19,987,965	\$ 19,356,435	\$ 631,530
COST OF SALES																	
Airport Operations	\$ 355,431	\$ 312,759	\$ 42,673	\$ 3,494,504	\$ 3,383,551	\$ 110,953	\$ 3,383,551	\$ 355,431	\$ 373,739	\$ (18,308)	\$ 3,494,504	\$ 3,311,341	\$ 183,162	\$ 3,494,504	\$ 3,311,341	\$ 183,162	
Prairie Landing Golf Club	\$ 125,012	\$ 116,888	\$ 8,124	\$ 1,752,749	\$ 1,928,225	\$ (175,476)	\$ 1,928,225	\$ 125,012	\$ 135,956	\$ (10,944)	\$ 1,752,749	\$ 1,833,843	\$ (81,094)	\$ 1,752,749	\$ 1,833,843	\$ (81,094)	
DuPage Flight Center	\$ 552,002	\$ 666,185	\$ (114,183)	\$ 8,659,186	\$ 8,188,130	\$ 471,056	\$ 8,188,130	\$ 552,002	\$ 702,510	\$ (150,508)	\$ 8,659,186	\$ 8,261,013	\$ 398,173	\$ 8,659,186	\$ 8,261,013	\$ 398,173	
Total Cost of Sales	\$ 1,032,445	\$ 1,095,832	\$ (63,386)	\$ 13,499,906	\$ 13,499,906	\$ 406,533	\$ 13,499,906	\$ 1,032,445	\$ 1,212,205	\$ (179,760)	\$ 13,499,906	\$ 13,406,198	\$ 90,708	\$ 13,499,906	\$ 13,406,198	\$ 90,708	
Gross Profit/(Loss)	\$ 339,541	\$ 240,435	\$ 99,106	\$ 5,213,296	\$ 6,081,527	\$ 5,213,296	\$ 868,230	\$ 5,213,296	\$ 339,541	\$ 706,513	\$ (366,972)	\$ 6,081,527	\$ 5,950,237	\$ 131,289	\$ 6,081,527	\$ 5,950,237	\$ 131,289
GENERAL AND ADMINISTRATIVE																	
Airport Operations	\$ 264,362	\$ 256,913	\$ 7,449	\$ 2,886,197	\$ 2,853,638	\$ 32,558	\$ 2,853,638	\$ 264,362	\$ 341,518	\$ (77,155)	\$ 2,886,197	\$ 2,829,827	\$ 56,369	\$ 2,886,197	\$ 2,829,827	\$ 56,369	
Prairie Landing Golf Club	\$ 52,476	\$ 48,642	\$ 3,834	\$ 596,956	\$ 585,999	\$ 10,957	\$ 585,999	\$ 52,476	\$ 44,286	\$ 8,191	\$ 596,956	\$ 616,857	\$ (19,901)	\$ 596,956	\$ 616,857	\$ (19,901)	
DuPage Flight Center	\$ 157,584	\$ 146,210	\$ 11,385	\$ 1,497,831	\$ 1,517,030	\$ (19,199)	\$ 1,517,030	\$ 157,584	\$ 178,043	\$ (20,448)	\$ 1,497,831	\$ 1,529,441	\$ (31,611)	\$ 1,497,831	\$ 1,529,441	\$ (31,611)	
Total G&A Costs	\$ 474,433	\$ 451,764	\$ 22,669	\$ 4,956,667	\$ 4,956,667	\$ 24,316	\$ 4,956,667	\$ 474,433	\$ 563,846	\$ (89,413)	\$ 4,980,983	\$ 4,976,126	\$ 4,858	\$ 4,980,983	\$ 4,976,126	\$ 4,858	
Operating Income/(Loss)	\$ (134,892)	\$ (211,330)	\$ 76,438	\$ 256,629	\$ 1,100,543	\$ 256,629	\$ 843,914	\$ 256,629	\$ (134,892)	\$ 142,667	\$ (277,559)	\$ 1,100,543	\$ 974,112	\$ 126,431	\$ 1,100,543	\$ 974,112	\$ 126,431
NON-OPERATING REVENUES/(EXPENSES)																	
Property and Other Tax Revenue	\$ 68,371	\$ 59,000	\$ 9,371	\$ 5,591,446	\$ 5,575,000	\$ 16,446	\$ 5,575,000	\$ 68,371	\$ 68,650	\$ (279)	\$ 5,591,446	\$ 5,554,546	\$ 36,900	\$ 5,591,446	\$ 5,554,546	\$ 36,900	
Property Tax Expenses	\$ -	\$ -	\$ -	\$ (510,142)	\$ (452,000)	\$ (58,142)	\$ (452,000)	\$ -	\$ (12,939)	\$ 12,939	\$ (510,142)	\$ (457,000)	\$ (53,142)	\$ (510,142)	\$ (457,000)	\$ (53,142)	
Federal & State Grants	\$ -	\$ -	\$ -	\$ 225,883	\$ -	\$ 225,883	\$ -	\$ -	\$ -	\$ -	\$ 225,883	\$ 238,347	\$ (12,463)	\$ 225,883	\$ 238,347	\$ (12,463)	
Investment Income	\$ 6,739	\$ 12,083	\$ (5,344)	\$ 141,457	\$ 145,000	\$ (3,543)	\$ 145,000	\$ 6,739	\$ (17,700)	\$ 24,439	\$ 141,457	\$ 94,467	\$ 46,990	\$ 141,457	\$ 94,467	\$ 46,990	
Unrealized Gain/Loss from Investments	\$ (13,427)	\$ -	\$ (13,427)	\$ 73,895	\$ -	\$ 73,895	\$ -	\$ (13,427)	\$ (73,760)	\$ 60,333	\$ 73,895	\$ (249,669)	\$ 323,564	\$ 73,895	\$ (249,669)	\$ 323,564	
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Gain on Sale of Fixed Assets	\$ 15	\$ 5,000	\$ (4,985)	\$ 54,953	\$ 60,000	\$ (5,047)	\$ 60,000	\$ 15	\$ -	\$ 15	\$ 54,953	\$ 108,787	\$ (53,834)	\$ 54,953	\$ 108,787	\$ (53,834)	
Total Non-Operating Revenues/(Expenses)	\$ 61,699	\$ 76,083	\$ (14,384)	\$ 5,328,000	\$ 5,577,493	\$ 5,328,000	\$ 249,493	\$ 5,328,000	\$ 61,699	\$ (35,749)	\$ 97,447	\$ 5,577,493	\$ 5,289,478	\$ 288,014	\$ 5,577,493	\$ 5,289,478	\$ 288,014
Net Income/(Loss) before Depreciation	\$ (73,193)	\$ (135,246)	\$ 62,053	\$ 5,584,629	\$ 6,678,036	\$ 5,584,629	\$ 1,093,407	\$ 5,584,629	\$ (73,193)	\$ 106,918	\$ (180,111)	\$ 6,678,036	\$ 6,263,590	\$ 414,446	\$ 6,678,036	\$ 6,263,590	\$ 414,446
Depreciation	\$ 703,534	\$ 623,383	\$ 80,150	\$ 7,487,006	\$ 7,480,599	\$ 6,407	\$ 7,480,599	\$ 703,534	\$ 859,731	\$ (156,197)	\$ 7,487,006	\$ 8,405,111	\$ (918,105)	\$ 7,487,006	\$ 8,405,111	\$ (918,105)	
Net Income/(Loss) after Depreciation	\$ (776,727)	\$ (758,630)	\$ (18,097)	\$ (1,895,970)	\$ (808,970)	\$ (1,895,970)	\$ 1,087,000	\$ (1,895,970)	\$ (776,727)	\$ (752,812)	\$ (23,914)	\$ (808,970)	\$ (2,141,521)	\$ 1,332,551	\$ (808,970)	\$ (2,141,521)	\$ 1,332,551
Major Maintenance	\$ 9,485	\$ 200,000	\$ (190,515)	\$ 458,684	\$ 889,830	\$ (431,146)	\$ 889,830	\$ 9,485	\$ 207,996	\$ (198,511)	\$ 458,684	\$ 478,262	\$ (19,577)	\$ 458,684	\$ 478,262	\$ (19,577)	
Engineering Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,194	\$ (29,194)	\$ -	\$ 29,194	\$ (29,194)	
Net Income/(Loss)	\$ (786,212)	\$ (958,630)	\$ 172,418	\$ (2,785,800)	\$ (1,267,654)	\$ (2,785,800)	\$ 1,518,146	\$ (2,785,800)	\$ (786,212)	\$ (960,809)	\$ 174,597	\$ (1,267,654)	\$ (2,648,917)	\$ 1,381,262	\$ (1,267,654)	\$ (2,648,917)	\$ 1,381,262

Airport and Administration

STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 12/31/2014

	YTD			Month			YTD		
	Actual	Budget	Variance	2014	2013	Variance	2014	2013	Variance
REVENUES									
Administrative	\$ 186,163	\$ 132,443	\$ 53,720	\$ 10,746	\$ 12,280	\$ (1,534)	\$ 186,163	\$ 141,317	\$ 44,846
Field Operations	\$ 1,373,816	\$ 1,370,634	\$ 3,182	\$ 97,715	\$ 95,107	\$ 2,607	\$ 1,373,816	\$ 1,268,818	\$ 104,998
Building Operations	\$ 2,977,539	\$ 2,707,771	\$ 269,768	\$ 263,232	\$ 173,333	\$ 89,899	\$ 2,977,539	\$ 2,792,376	\$ 185,162
Flight Center	\$ 195,499	\$ 236,788	\$ (41,289)	\$ 16,828	\$ 19,523	\$ (2,695)	\$ 195,499	\$ 223,175	\$ (27,676)
Total Revenues	\$ 4,733,017	\$ 4,447,636	\$ 285,381	\$ 388,521	\$ 300,243	\$ 88,278	\$ 4,733,017	\$ 4,425,687	\$ 307,330
COST OF SALES									
Field Operations	\$ 1,650,525	\$ 1,654,434	\$ 16,091	\$ 144,517	\$ 167,557	\$ (23,040)	\$ 1,650,525	\$ 1,691,886	\$ 18,640
Building Operations	\$ 1,140,310	\$ 1,046,339	\$ 93,970	\$ 123,381	\$ 120,454	\$ 2,927	\$ 1,140,310	\$ 1,016,840	\$ 123,470
Flight Center	\$ 262,715	\$ 264,317	\$ (1,602)	\$ 33,350	\$ 2,383	\$ 30,966	\$ 262,715	\$ 223,213	\$ 39,502
Shop Equip. Operations	\$ 440,954	\$ 438,461	\$ 2,493	\$ 54,184	\$ 83,345	\$ (29,161)	\$ 440,954	\$ 439,403	\$ 1,551
Total Cost of Sales	\$ 3,494,504	\$ 3,383,551	\$ 110,953	\$ 355,431	\$ 373,739	\$ (18,308)	\$ 3,494,504	\$ 3,311,341	\$ 183,162
Gross Profit/(Loss)	\$ 1,238,513	\$ 1,064,085	\$ 174,428	\$ 33,090	\$ (73,496)	\$ 106,586	\$ 1,238,513	\$ 1,114,346	\$ 124,168
GENERAL AND ADMINISTRATIVE									
Administrative	\$ 218,929	\$ 201,984	\$ 16,945	\$ 218,929	\$ 287,138	\$ (68,209)	\$ 218,929	\$ 2,262,728	\$ 90,596
Commissioners	\$ 8,638	\$ 8,928	\$ (290)	\$ 8,638	\$ 9,696	\$ (1,058)	\$ 8,638	\$ 95,477	\$ (1,297)
Business Dev./Marketing	\$ 10,694	\$ 17,256	\$ (6,562)	\$ 10,694	\$ 17,904	\$ (7,210)	\$ 10,694	\$ 138,378	\$ 127,264
Accounting	\$ 26,102	\$ 28,745	\$ (2,643)	\$ 26,102	\$ 26,781	\$ (679)	\$ 26,102	\$ 300,315	\$ (44,044)
Total G&A Costs	\$ 264,362	\$ 256,913	\$ 7,449	\$ 264,362	\$ 341,518	\$ (77,156)	\$ 288,619	\$ 2,829,827	\$ 56,369
Operating Income/(Loss)	\$ (231,272)	\$ (218,406)	\$ (12,866)	\$ (231,272)	\$ (415,014)	\$ 183,741	\$ (1,647,683)	\$ (1,715,482)	\$ 67,738
NON-OPERATING REVENUES/(EXPENSES)									
Property and Other Tax Revenue	\$ 68,371	\$ 59,000	\$ 9,371	\$ 68,371	\$ 68,650	\$ (279)	\$ 68,371	\$ 5,554,546	\$ 36,900
Property Tax Expenses	\$ -	\$ -	\$ -	\$ -	\$ (5,244)	\$ 5,244	\$ -	\$ (205,722)	\$ (202,000)
Federal & State Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,883	\$ 238,347
Investment Income	\$ 6,739	\$ 12,083	\$ (5,344)	\$ 6,739	\$ (17,700)	\$ 24,439	\$ 6,739	\$ 141,457	\$ 94,467
Unrealized Gain/Loss from Investments	\$ (13,427)	\$ -	\$ (13,427)	\$ (13,427)	\$ (73,895)	\$ 60,333	\$ (13,427)	\$ (249,669)	\$ 323,564
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ -	\$ 5,000	\$ (5,000)	\$ -	\$ -	\$ -	\$ -	\$ 39,463	\$ (69,324)
Total Non-Operating Revenues/(Expenses)	\$ 61,684	\$ 76,083	\$ (14,400)	\$ 61,684	\$ (26,053)	\$ 89,737	\$ 5,866,423	\$ 5,544,478	\$ 321,944
Net Income/(Loss) before Depreciation	\$ (169,589)	\$ (142,323)	\$ (27,266)	\$ (169,589)	\$ (443,067)	\$ 273,478	\$ 4,218,739	\$ 3,828,996	\$ 389,743
Depreciation	\$ 691,582	\$ 611,507	\$ 80,075	\$ 691,582	\$ 846,193	\$ (154,611)	\$ 691,582	\$ 8,232,390	\$ (887,902)
Net Income/(Loss) after Depreciation	\$ (861,170)	\$ (753,830)	\$ (107,341)	\$ (861,170)	\$ (1,289,260)	\$ 428,089	\$ (3,125,748)	\$ (4,403,393)	\$ 1,277,645
Major Maintenance	\$ 9,485	\$ 200,000	\$ (190,515)	\$ 9,485	\$ 205,046	\$ (195,561)	\$ 9,485	\$ 363,304	\$ 56,794
Engineering Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,134	\$ (29,134)
Net Income/(Loss)	\$ (870,655)	\$ (953,830)	\$ 83,174	\$ (870,655)	\$ (1,494,305)	\$ 623,650	\$ (3,545,846)	\$ (4,795,831)	\$ 1,249,985

DuPage Flight Center

STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 12/31/2014

	2014 Annual Budget			Month			YTD		
	Actual	Budget	Variance	2014	2,013	Variance	2014	2,013	Variance
REVENUES									
Hanger Rentals	\$ 24,716	\$ 12,333	\$ 12,383	\$ 201,691	\$ 148,000	\$ 53,691	\$ 24,716	\$ 18,494	\$ 6,222
Ramp Tie Downs & Overnight fees	\$ 906	\$ 2,250	\$ (1,344)	\$ 27,587	\$ 27,000	\$ 587	\$ 906	\$ 492	\$ 414
Fuel and Oil Sales	\$ 924,212	\$ 908,434	\$ 15,778	\$ 12,495,337	\$ 11,228,814	\$ 1,266,523	\$ 924,212	\$ 945,685	\$ (21,473)
Volume Rebate	\$ (36,168)	\$ -	\$ (36,168)	\$ (36,168)	\$ -	\$ (36,168)	\$ (36,168)	\$ -	\$ (36,168)
Line Service Other	\$ 3,623	\$ 4,702	\$ (1,080)	\$ 50,433	\$ 56,425	\$ (5,992)	\$ 3,623	\$ 6,694	\$ (3,071)
Aircraft Catering	\$ 527	\$ 2,500	\$ (1,973)	\$ 35,991	\$ 30,000	\$ 5,991	\$ 527	\$ 2,060	\$ (1,534)
Non Airfield Rent/Lease/Maintenance Revenue	\$ 592	\$ 792	\$ (200)	\$ 9,568	\$ 9,500	\$ 68	\$ 592	\$ 1,102	\$ (511)
Total Revenue	\$ 918,407	\$ 931,011	\$ (12,604)	\$ 12,784,439	\$ 11,499,739	\$ 1,284,700	\$ 918,407	\$ 974,527	\$ (56,120)
COST OF SALES									
Fuel and Oil Cost of Sales	\$ 513,256	\$ 622,464	\$ (109,208)	\$ 8,162,698	\$ 7,715,280	\$ 447,418	\$ 513,256	\$ 644,501	\$ (131,245)
De Ice Cost of Goods	\$ 381	\$ 6,400	\$ (6,019)	\$ 18,275	\$ 25,000	\$ (6,725)	\$ 381	\$ 17,782	\$ (17,401)
Credit Card Expense	\$ 13,277	\$ 13,917	\$ (639)	\$ 170,071	\$ 167,000	\$ 3,071	\$ 13,277	\$ 12,995	\$ 282
Food - COGS	\$ 6,579	\$ 7,500	\$ (921)	\$ 112,813	\$ 90,000	\$ 22,813	\$ 6,579	\$ 9,133	\$ (2,554)
Maintenance	\$ 18,508	\$ 15,904	\$ 2,604	\$ 195,329	\$ 190,850	\$ 4,479	\$ 18,508	\$ 18,099	\$ 409
Total Cost of Sales	\$ 552,002	\$ 666,185	\$ (114,183)	\$ 8,659,186	\$ 8,188,130	\$ 471,056	\$ 552,002	\$ 702,510	\$ (150,508)
Gross Profit/(Loss)	\$ 366,405	\$ 264,826	\$ 101,579	\$ 4,125,253	\$ 3,311,609	\$ 813,644	\$ 366,405	\$ 272,017	\$ 94,388
GENERAL AND ADMINISTRATIVE									
Operating Income/(Loss)	\$ 157,594	\$ 146,210	\$ 11,385	\$ 1,497,831	\$ 1,517,030	\$ (19,199)	\$ 157,594	\$ 178,043	\$ (20,448)
Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ 11,252	\$ -	\$ 11,252	\$ -	\$ -	\$ 11,252
Net Income/(Loss) before Depreciation	\$ 208,810	\$ 118,617	\$ 90,194	\$ 2,627,423	\$ 1,794,579	\$ 832,844	\$ 208,810	\$ 93,974	\$ 114,836
Depreciation	\$ 1,553	\$ 1,666	\$ (113)	\$ 19,994	\$ 19,994	\$ (0)	\$ 1,553	\$ 2,325	\$ (771)
Major Maintenance	\$ -	\$ -	\$ -	\$ 4,525	\$ 40,000	\$ (35,475)	\$ -	\$ -	\$ -
Net Income/(Loss)	\$ 207,257	\$ 116,951	\$ 90,306	\$ 2,614,156	\$ 1,734,585	\$ 879,571	\$ 207,257	\$ 91,649	\$ 115,608


Prairie Landing Golf Club
STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 12/31/2014

REVENUES	Month			YTD			2014 Annual Budget			Month			YTD		
	Actual		Variance	Budget		Variance	2014		2013	Variance	2014		2013	Variance	
P100 - Golf Administration	\$ 1,204	\$ -	\$ 1,204	\$ 3,500	\$ 12,493	\$ 15,993	\$ 3,500	\$ 8,666	\$ (7,462)	\$ 15,993	\$ 13,761	\$ 2,232			
P300 - Golf Operations	\$ 16,135	\$ 3,500	\$ 12,635	\$ 1,669,000	\$ (204,174)	\$ 1,464,826	\$ 1,669,000	\$ 2,557	\$ 13,578	\$ 1,464,826	\$ 1,584,433	\$ (119,607)			
P400 - Food and Beverage	\$ 27	\$ -	\$ 27	\$ 260,000	\$ 3,774	\$ 263,774	\$ 260,000	\$ -	\$ 27	\$ 263,774	\$ 268,150	\$ (4,376)			
P500 - Weddings	\$ 4,128	\$ -	\$ 4,128	\$ 451,500	\$ (86,963)	\$ 364,537	\$ 451,500	\$ -	\$ 4,128	\$ 364,537	\$ 485,803	\$ (121,266)			
P600 - Private Events	\$ 41,477	\$ 46,640	\$ (5,163)	\$ 153,006	\$ 8,322	\$ 161,328	\$ 153,006	\$ 56,208	\$ (14,731)	\$ 161,328	\$ 178,406	\$ (17,078)			
P700 - Golf Outings	\$ -	\$ -	\$ -	\$ 177,921	\$ (13,357)	\$ 164,564	\$ 177,921	\$ (549)	\$ 549	\$ 164,564	\$ 152,890	\$ 11,674			
P900 - Kitty Hawk Café	\$ 2,087	\$ 3,850	\$ (1,763)	\$ 50,900	\$ (15,412)	\$ 35,488	\$ 50,900	\$ 2,629	\$ (543)	\$ 35,488	\$ 16,634	\$ 18,854			
Total Revenue	\$ 65,058	\$ 53,990	\$ 11,068	\$ 2,765,827	\$ (295,318)	\$ 2,470,509	\$ 2,765,827	\$ 69,511	\$ (4,453)	\$ 2,470,509	\$ 2,700,077	\$ (229,568)			
COST OF SALES															
P200 - Golf Maintenance	\$ 54,458	\$ 49,622	\$ 4,837	\$ 768,569	\$ (75,416)	\$ 693,153	\$ 768,569	\$ 60,331	\$ (5,873)	\$ 693,153	\$ 725,426	\$ (32,273)			
P300 - Golf Operations	\$ 10,444	\$ 10,573	\$ (129)	\$ 312,144	\$ 452	\$ 312,596	\$ 312,144	\$ 8,284	\$ 2,160	\$ 312,596	\$ 333,737	\$ (21,141)			
P400 - Food and Beverage	\$ 18,479	\$ 19,034	\$ (555)	\$ 352,435	\$ (32,418)	\$ 320,017	\$ 352,435	\$ 20,989	\$ (2,510)	\$ 320,017	\$ 389,760	\$ (69,743)			
P500 - Weddings	\$ 25,049	\$ 22,150	\$ 2,899	\$ 361,449	\$ (63,581)	\$ 297,868	\$ 361,449	\$ 32,105	\$ (7,057)	\$ 297,868	\$ 324,132	\$ (26,264)			
P600 - Private Events	\$ 14,657	\$ 11,660	\$ 2,997	\$ 38,253	\$ 9,030	\$ 47,283	\$ 38,253	\$ 13,609	\$ 1,048	\$ 47,283	\$ 31,728	\$ 15,555			
P700 - Golf Outings	\$ (162)	\$ -	\$ (162)	\$ 44,480	\$ 1,864	\$ 46,344	\$ 44,480	\$ -	\$ (162)	\$ 46,344	\$ 12,999	\$ 33,345			
P900 - Kitty Hawk Café	\$ 2,087	\$ 3,850	\$ (1,763)	\$ 50,895	\$ (15,407)	\$ 35,488	\$ 50,895	\$ 637	\$ (1,450)	\$ 35,488	\$ 16,061	\$ 19,427			
Total Cost of Sales	\$ 125,012	\$ 116,888	\$ 8,124	\$ 1,928,225	\$ (175,476)	\$ 1,752,749	\$ 1,928,225	\$ 135,956	\$ (10,944)	\$ 1,752,749	\$ 1,833,843	\$ (81,094)			
Gross Profit/(Loss)	\$ (59,954)	\$ (62,898)	\$ 2,945	\$ 837,602	\$ (119,842)	\$ 717,760	\$ 837,602	\$ (66,445)	\$ 6,491	\$ 717,760	\$ 866,234	\$ (148,474)			
GENERAL AND ADMINISTRATIVE															
Operating Income/(Loss)	\$ 52,476	\$ 48,642	\$ 3,834	\$ 585,999	\$ 10,957	\$ 596,956	\$ 585,999	\$ 44,286	\$ 8,191	\$ 596,956	\$ 616,857	\$ (19,901)			
NON-OPERATING REVENUES/(EXPENSES)															
Property Tax Expenses	\$ -	\$ -	\$ -	\$ (248,000)	\$ (56,420)	\$ (304,420)	\$ (248,000)	\$ (7,695)	\$ 7,695	\$ (304,420)	\$ (255,000)	\$ (49,420)			
Gain on Sale of Fixed Assets	\$ 15	\$ -	\$ 15	\$ -	\$ 4,238	\$ 4,238	\$ -	\$ -	\$ 15	\$ 4,238	\$ -	\$ 4,238			
Net Income/(Loss) before Depreciation	\$ (112,415)	\$ (111,540)	\$ (875)	\$ 3,603	\$ (182,981)	\$ (179,378)	\$ 3,603	\$ (118,426)	\$ 6,011	\$ (179,378)	\$ (5,623)	\$ (173,755)			
Depreciation	\$ 10,399	\$ 10,210	\$ 188	\$ 122,525	\$ (0)	\$ 122,525	\$ 122,525	\$ 11,213	\$ (814)	\$ 122,525	\$ 134,555	\$ (12,030)			
Major Maintenance	\$ -	\$ -	\$ -	\$ 14,000	\$ 20,061	\$ 34,061	\$ 14,000	\$ 2,951	\$ (2,951)	\$ 34,061	\$ 114,958	\$ (80,896)			
Net Income/(Loss)	\$ (122,813)	\$ (121,751)	\$ (1,063)	\$ (132,922)	\$ (203,042)	\$ (335,964)	\$ (132,922)	\$ (132,589)	\$ 9,776	\$ (335,964)	\$ (255,135)	\$ (80,829)			



DUPAGE AIRPORT AUTHORITY

TO: DuPage Airport Authority
Board of Commissioners

FROM: David Bird 
Executive Director

RE: Proposed Ordinance 2015-280; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year beginning January 1, 2015 and Ending December 31, 2015.

DATE: January 5, 2015

SUMMARY:

Pursuant to Illinois Statute, the Airport Authority is required to pass within the first quarter of their fiscal year, a Budget and Appropriations Ordinance. The Tentative Budget and Appropriations Ordinance was passed on November 12, 2014 and forwarded to DuPage County Board Chairman Cronin on December 10, 2014. As authorized by Illinois Statute, the County Board Chairman has thirty (30) days to review the Airport Authority Budget and Appropriations and has the right of line item veto. The Airport Authority has received no comments or questions from the County Board Chairman's office with regard to the 2015 Budget and Appropriations. A notice was published in the *Daily Herald* announcing the Public Hearing to be held on January 12, 2015, at 10:00 a.m. in the 1st Floor Conference Room of the DuPage Flight Center. The purpose of the Public Hearing is to provide an opportunity for public review and comment. The Airport Authority has met all of its statutory requirements for passage of the 2015 Budget and Appropriations.

PREVIOUS COMMITTEE/BOARD ACTION:

November 12, 2014 - the DuPage Airport Authority Board passed Ordinance 2014-270; Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year beginning January 1, 2015 and Ending December 31, 2015.

January 14, 2015 – the DuPage Airport Authority Board of Commissioners Finance Committee will review the 2014 Budget and Appropriations.

REVENUE OR FUNDING IMPLICATIONS:

Illinois Statute requires passage of this Ordinance by the Board to enact the Authority's annual budget.

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal review of this item is not necessary.

ATTACHMENTS:

Proposed Ordinance 2015-280; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015.

ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director that the Board approve Proposed Ordinance 2015-280; Adopting the Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015.

ORDINANCE 2015-280

BUDGET & APPROPRIATIONS ORDINANCE for the DUPAGE AIRPORT AUTHORITY for the FISCAL YEAR BEGINNING JANUARY 1, 2015 and ENDING DECEMBER 31, 2015

WHEREAS, The Board of Commissioners of the DuPage Airport Authority, an Illinois Special District, has adopted a fiscal year beginning January 1, 2015 and ending December 31, 2015, and has estimated the sums of money necessary to pay the costs of operating the DuPage Airport Authority and all other expenses and liabilities of the Authority for Fiscal Year 2015.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the DuPage Airport Authority, an Illinois Special District, as follows:

SECTION 1: For the fiscal year beginning January 1, 2015 and ending December 31, 2015 the following sums of money below are hereby budgeted and appropriated for the corporate purposes of the Corporate Fund of the DuPage Airport Authority:

Estimated Beginning Cash Balance	\$ 14,149,685
<u>OPERATING REVENUES</u>	
Airport Operations	\$ 4,642,907
Flight Center Fuel Operations	\$ 12,140,373
Prairie Landing Golf Course	\$ 2,634,570
TOTAL OPERATING REVENUES	<u>\$ 19,417,850</u>
<u>OPERATING EXPENSES</u>	
Airport Operations	\$ 6,558,794
Flight Center Fuel Operations	\$ 10,071,055
Prairie Landing Golf Course	\$ 2,531,623
TOTAL OPERATING EXPENSES	<u>\$ 19,161,472</u>
<u>NON OPERATING - DEBT SERVICE/CAPITAL/TAXES</u>	
REVENUES	
Miscellaneous Taxes	\$ 55,000
Property Taxes/Abatement	\$ 5,981,000
Federal & State Grants	\$ -
Interest Income	\$ 43,000
Unrealized Gain/Loss from Investments	\$ -
Gain of Sale from Fixed Assets	\$ 30,000
TOTAL NON-OPERATING REVENUES	<u>\$ 6,109,000</u>
EXPENSES	
Property Tax (DAA)	\$ 214,000
Property Tax (PLGC)	\$ 308,000
TOTAL NON-OPERATING EXPENSES	<u>\$ 522,000</u>
<u>CAPITAL DEVELOPMENT PROGRAM</u>	
AVIATION PROGRAMS / EQUIPMENT	\$ 17,219,048
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 524,450
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 311,250
TOTAL CAPITAL DEVELOPMENT PROGRAM	<u>\$ 18,054,748</u>
Total Revenues	<u>\$ 25,526,850</u>
Total Expenditures	<u>\$ 37,738,220</u>
Cash Balance - Ending	<u>\$ 1,938,315</u>

SECTION 2: That the following budget and appropriations, containing an estimate of the receipts and expenditures for FISCAL YEAR 2015, be and are hereby adopted as the budget and appropriations of the Corporate Fund of the DuPage Airport Authority for said fiscal year:

AIRPORT ADMINISTRATION / OPERATIONS

REVENUES	
HANGAR RENTALS	\$ 2,217,756
COLLECTION, SERVICE, TOWING FEES	\$ 300
COMMISSIONS	\$ 32,584
CUSTOMS FEES	\$ 80,000
RAMP, TIE DOWN, OVERNIGHT FEES	\$ 143,700
NON AIRFIELD, RENT/LEASE REVENUE	\$ 2,138,567
MISCELLANEOUS	\$ 30,000
TOTAL REVENUES	\$ 4,642,907
CASH ON HAND - BEGINNING	\$ 9,650,115
TOTAL FUNDS AVAILABLE	\$ 14,293,022
EXPENDITURES	
SALARIES	
STAFF & COMMISSIONERS	\$ 2,321,951
SALARIES TOTAL	\$ 2,321,951
BENEFITS	
FICA	\$ 171,205
UNEMPLOYMENT INSURANCE	\$ 35,815
GROUP INSURANCE	\$ 459,846
UNIFORMS	\$ 9,500
IMRF	\$ 201,322
BENEFITS TOTAL	\$ 877,688
GENERAL & ADMINISTRATIVE	
EDUCATION / TRAINING / TRAVEL	\$ 19,410
DUES & SUBSCRIPTIONS	\$ 19,775
COMPUTER AND SOFTWARE	\$ 41,000
COMMUNICATIONS	\$ 56,310
GENERAL OFFICE	\$ 10,700
MISCELLANEOUS	\$ 2,800
GEN. & ADMIN. TOTAL	\$ 149,995
OUTSIDE SERVICES	
CONSULTING SERVICES	\$ 135,740
ACCOUNTING / AUDIT	\$ 48,500
CUSTOMS/CONTROL TOWER	\$ 570,000
MISC OUTSIDE SERVICES	\$ 202,172
LEGAL	\$ 200,000
SNOW REMOVAL/ICE CONTROL	\$ 20,000
ARFF	\$ 433,898
OUTSIDE TOTAL	\$ 1,610,310
MAINTENANCE	
EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 41,264
SUPPLIES/HANDTOOLS & SMALL EQUIPMENT	\$ 58,900
FUEL/OIL VEHICLES & EQUIPMENT	\$ 75,000
FIELD MAINTENANCE	\$ 180,194
BUILDING MAINTENANCE	\$ 189,800
MACHINE & EQUIPMENT	\$ 61,500
MAINTENANCE TOTAL	\$ 606,658
INSURANCE	\$ 317,680
INSURANCE TOTAL	\$ 317,680
MARKETING / PUBLIC RELATIONS	\$ 130,212
MARKETING / PUBLIC RELATIONS TOTAL	\$ 130,212
UTILITIES	
GARBAGE REMOVAL / JANITORIAL	\$ 16,600
GAS HEAT	\$ 210,400
ELECTRIC	\$ 286,000
WATER/SEWER	\$ 31,300
TOTAL UTILITIES	\$ 544,300
TOTAL EXPENDITURES:	
AUTHORITY ADMINISTRATION & OPERATIONS	\$ 6,558,794
CASH ON HAND ENDING	\$ 7,734,228

DUPAGE FLIGHT CENTER FUEL OPERATIONS

REVENUES	
FUEL & OIL SALES	\$ 11,872,132
SERVICES & CATERING	\$ 258,741
MISCELLANEOUS INCOME	\$ 9,500
TOTAL REVENUES	\$ 12,140,373
CASH ON HAND - BEGINNING	\$ 4,450,675
TOTAL FUNDS AVAILABLE	\$ 16,591,048
EXPENDITURES	
SALARIES	
STAFF	\$ 941,468
SALARIES TOTAL	\$ 941,468
BENEFITS	
FICA	\$ 72,022
UNEMPLOYMENT INSURANCE	\$ 24,535
GROUP INSURANCE	\$ 216,000
UNIFORMS	\$ 10,000
IMRF	\$ 84,920
BENEFITS TOTAL	\$ 407,477
COST OF SALES	
COST OF SALES - FUEL/OIL	\$ 7,955,688
COST OF SALES - DE-ICE	\$ 25,000
COST OF SALES - CATERING	\$ 100,000
COST OF SALES TOTAL	\$ 8,080,688
GENERAL & ADMINISTRATIVE	
BUILDING RENT	\$ 48,000
EDUCATION / TRAINING / TRAVEL	\$ 8,200
DUES & SUBSCRIPTIONS	\$ 1,000
MISC OFFICE EXPENSE	\$ 35,500
SOFTWARE	\$ 20,000
COMMUNICATIONS	\$ 3,500
CREDIT CARD EXPENSE	\$ 166,000
MARKETING	\$ 36,000
GEN. & ADMIN. TOTAL	\$ 318,200
OUTSIDE SERVICES	
CONSULTING SERVICES/LEGAL	\$ 6,500
OUTSIDE SERVICES TOTAL	\$ 6,500
MAINTENANCE / OPERATIONS	
EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 125,104
SUPPLIES	\$ 12,132
FUEL / OIL VEHICLES	\$ 34,786
MAINTENANCE EXPENSE	\$ 23,750
MAINTENANCE TOTAL	\$ 195,772
INSURANCE	\$ 118,200
INSURANCE TOTAL	\$ 118,200
UTILITIES	
ELECTRIC	\$ 2,750
UTILITIES TOTAL	\$ 2,750
TOTAL EXPENDITURES:	
FLIGHT CENTER FUEL OPERATIONS	\$ 10,071,055
CASH ON HAND ENDING	\$ 6,519,993

PRAIRIE LANDING GOLF COURSE

REVENUES

GOLF OPERATIONS

GREENS FEES/CART RENTAL	\$ 1,184,300
ASSOCIATION MEMBERSHIPS	\$ 153,000
RENTALS	\$ 7,000
PRACTICE CENTER	\$ 125,500
PRO SHOP SALES	\$ 110,200
TOTAL GOLF OPERATIONS	\$ 1,580,000

FOOD & BEVERAGE

CLUBHOUSE	\$ 266,000
KITTY HAWK - DELI	\$ 32,400
BANQUET	\$ 748,670
TOTAL FOOD & BEVERAGE	\$ 1,047,070

MISCELLANEOUS INCOME

	\$ 7,500
TOTAL MISCELLANEOUS INCOME	\$ 7,500

TOTAL REVENUES

\$ 2,634,570

CASH ON HAND - BEGINNING

\$ 48,895

TOTAL FUNDS AVAILABLE

\$ 2,683,465

EXPENDITURES

SALARIES

STAFF	\$ 1,203,272
SALARIES TOTAL	\$ 1,203,272

BENEFITS

FICA	\$ 100,122
UNEMPLOYMENT INSURANCE	\$ 59,804
GROUP INSURANCE	\$ 78,750
UNIFORMS	\$ 7,300
IMRF	\$ 92,556
BENEFITS TOTAL	\$ 338,532

COST OF SALES

COST OF SALES - GOLF	\$ 113,100
COST OF SALES - GRILL, EVENT, BANQUETS	\$ 268,105
COST OF SALES - KITTY HAWK	\$ 26,100
CREDIT CARD FEES	\$ 51,000
COST OF SALES TOTAL	\$ 458,305

GENERAL & ADMINISTRATIVE

EDUCATION / TRAINING / TRAVEL	\$ 2,700
DUES & SUBSCRIPTIONS	\$ 11,900
COMPUTER AND SOFTWARE	\$ 5,000
COMMUNICATIONS	\$ 14,500
TRANSFER COSTS TO FLIGHT CENTER	\$ (78,296)
MARKETING	\$ 60,000
GEN. & ADMIN. TOTAL	\$ 15,804

OUTSIDE SERVICES

CONSULTING SERVICES / LEGAL	\$ 45,700
OUTSIDE SERVICES TOTAL	\$ 45,700

MAINTENANCE / OPERATIONS

COURSE MAINTENANCE	\$ 115,000
SUPPLIES	\$ 90,300
RENTAL EQUIPMENT	\$ 31,200
FUEL / OIL VEHICLES	\$ 24,000
BUILDING MAINTENANCE EXPENSE	\$ 55,000
MAINTENANCE TOTAL	\$ 315,500

INSURANCE

	\$ 68,300
INSURANCE TOTAL	\$ 68,300

UTILITIES

GARBAGE REMOVAL / JANITORIAL	\$ 11,710
GAS HEAT	\$ 15,500
ELECTRIC	\$ 50,500
WATER/SEWER	\$ 8,500
UTILITIES TOTAL	\$ 86,210

TOTAL EXPENDITURES:

PRAIRIE LANDING GOLF COURSE

\$ 2,531,623

CASH ON HAND ENDING

\$ 151,842

NON OPERATING - REVENUE/DEBT SERVICE/CAPITAL/TAXES

MISCELLANEOUS TAXES	\$ 55,000
PROPERTY TAXES	\$ 5,981,000
FEDERAL & STATE GRANTS	\$ -
INTEREST INCOME	\$ 43,000
UNREALIZED GAIN/LOSS FROM INVESTMENTS	\$ -
GAIN OF SALE FROM FIXED ASSETS	\$ 30,000
TOTAL NON-OPERATING REVENUES	\$ 6,109,000

CAPITAL DEVELOPMENT PROGRAM

AVIATION PROGRAMS / EQUIPMENT	\$ 17,219,048
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 524,450
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 311,250
TOTAL CAPITAL DEVELOPMENT	\$ 18,054,748

PROPERTY TAX

PROPERTY TAX (DAA)	\$ 214,000
PROPERTY TAX (PLGC)	\$ 308,000
TOTAL DEBT SERVICE	\$ 522,000

TOTAL REVENUES	\$ 25,526,850
TOTAL EXPENDITURES	\$ 37,738,220
CASH ON HAND ENDING	\$ 1,938,315

Said appropriation items shall constitute the Budget for the Corporate Fund of the Authority for FISCAL YEAR 2015.

In support of said Budget and as part thereof, the following statement is made under Section 3 of "AN ACT providing for and regulating methods of adopting Budgets and making appropriations by certain tax levying bodies of this State" approved July 12, 1937, as amended, (Ill. Rev. Stats. Ch. 85, par. 8035) and Section 195-1/2 of the "Revenue Act of 1939, as amended (Ill. Rev. Stats. Ch. 120, par. 676A).

The amounts specified are the maximum estimated for probable expenditures or commitments prior to December 31, 2015, and there is included in the appropriated amounts, funds derived from other sources than local taxation, and which may be spent for the benefit of the authority without actually being received and expended by it.

All unexpended balance of any item or items of any general appropriation made by this Ordinance may be expended in making up any deficiency in any item or items in the same general appropriation made by this Ordinance.

SECTION 3: This Ordinance shall be in full force and effect immediately upon its adoption and approval.

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January, 2015.

Record of Roll Call Vote:

Juan E. Chavez	_____
Stephen L. Davis	_____
Charles E. Donnelly	_____
Peter H. Huizenga	_____
Gina R. LaMantia	_____
Michael V. Ledonne	_____
Gregory J. Posch	_____
Daniel J. Wagner	_____

Chairman

(seal)
ATTEST:

Secretary



DUPAGE AIRPORT AUTHORITY

2015

BUDGET & APPROPRIATIONS

**DUPAGE AIRPORT AUTHORITY
PAYROLL HEADCOUNT WORKSHEET
FISCAL YEAR 2015 BUDGET**

DEPARTMENT	2014					2015				
	CURRENT		NEWOPEN POSITIONS		TOTALS	CURRENT		NEWOPEN POSITIONS		TOTALS
	FULL	PART TIME	FULL	PART TIME		FULL	PART TIME	FULL	PART TIME	
DAA COMMISSIONERS	9	0	0	0	9	9	0	0	0	9
DAA ADMINISTRATION	8	0	0	0	8	8	0	0	0	8
ADMINISTRATION	1	0	0	0	1	1	0	0	0	1
P/R MARKETING	3	0	0	0	3	3	0	0	0	3
ACCOUNTING										
TOTAL ADMINISTRATION	12	0	0	0	12	12	0	0	0	12
DAA OPERATIONS	10	0	0	0	10	10	0	0	0	10
FIELD	5	0	0	0	5	5	0	0	0	5
BUILDINGS	2	0	0	0	2	2	0	0	0	2
EQUIPMENT										
TOTAL OPERATIONS	17	0	0	0	17	17	0	0	0	17
TOTAL ADMIN & OPERATIONS	29	0	0	0	29	29	0	0	0	29
FLIGHT CENTER-FUEL OPS	14	0	0	0	14	14	0	0	0	14
LINE SERVICE	4	1	0	0	5	4	1	0	0	5
COUNTER	1	0	0	0	1	1	0	0	0	1
ACCOUNTING										
TOTAL-FUEL OPS	19	1	0	0	20	19	1	0	0	20
PRAIRIE LANDING GOLF*	7	15	0	0	22	7	15	0	0	22
FOOD,BEVERAGE,BANQUETS	2	0	0	0	2	2	0	0	0	2
ADMINISTRATION/ACCOUNTING	1	0	0	0	1	1	0	0	0	1
GOLF OPERATIONS	4	0	0	0	4	4	0	0	0	4
MAINTENANCE										
*Does not include about 60 seasonal employees who work about the same number of hours each year.										
TOTAL PRAIRIE LANDING GOLF	14	15	0	0	29	14	15	0	0	29
FINAL ENDING TOTAL	62	16	0	0	78	62	16	0	0	78



DUPAGE AIRPORT AUTHORITY

Department A100 - Airport Administration
Statement of Revenues and Expenses

	ACTUAL		ANNUAL PLAN		FORECAST	
	2013		2014	2015	2014	vs. 2015 Plan
3195 SASO Commissions	\$ 29,524	\$	\$ 32,443	\$ 32,584	\$	0%
3250 Customs Fee	\$ 77,250	\$	\$ 80,000	\$ 80,000	\$	0%
3299 Non Airfield Rent/Lease/Maintenance Revenue	\$ 4,878	\$	\$ -	\$ -	\$	0%
3910 Replacement Taxes	\$ 57,442	\$	\$ 55,000	\$ 55,000	\$	0%
3930 Prior Years Property Taxes	\$ 3,512	\$	\$ 20,000	\$ 5,000	\$	-75%
3940 Property Taxes	\$ 5,493,592	\$	\$ 5,500,000	\$ 5,976,000	\$	9%
3960 Federal/State Grants	\$ 238,347	\$	\$ -	\$ -	\$	0%
3970 Investment Income	\$ 94,467	\$	\$ 145,000	\$ 43,000	\$	-70%
3972 Unrealized Gain/Loss from Investments	\$ (249,669)	\$	\$ -	\$ -	\$	0%
3980 Finance Charge Income	\$ 224	\$	\$ -	\$ -	\$	0%
3981 Gain on Sale of Fixed Assets	\$ 108,787	\$	\$ 60,000	\$ 30,000	\$	-50%
3990 Misc. Income	\$ 29,440	\$	\$ 20,000	\$ 30,000	\$	50%
Total Revenue	\$ 5,887,796	\$	\$ 5,912,443	\$ 6,251,584	\$ 5,981,861	5%
4300 Credit Card Expense	\$ 102	\$	\$ -	\$ -	\$	0%
5410 Equip Leases/Maint. Contracts	\$ 6,951	\$	\$ 9,000	\$ 15,010	\$	67%
5430 Supplies	\$ 13,923	\$	\$ 9,500	\$ 16,050	\$	69%
5440 DOT/Drug Testing/Background	\$ 1,469	\$	\$ 1,300	\$ 1,300	\$	0%
5999 Miscellaneous Expense	\$ 5,338	\$	\$ 500	\$ 500	\$	0%
6100 Salaries	\$ 779,428	\$	\$ 810,409	\$ 797,394	\$	-2%
6110 Payroll Taxes	\$ 54,545	\$	\$ 55,353	\$ 54,577	\$	-1%
6115 Unemployment taxes	\$ 9,861	\$	\$ 9,880	\$ 9,880	\$	0%
6120 Group Insurance	\$ 134,593	\$	\$ 156,370	\$ 159,000	\$	2%
6160 IMRF	\$ 86,577	\$	\$ 77,556	\$ 71,925	\$	-7%
6200 Property Tax	\$ 102,000	\$	\$ 103,000	\$ 110,000	\$	7%
6300 Marketing/Advertising	\$ 3,013	\$	\$ -	\$ -	\$	0%
6320 Community/Customer Relations	\$ 3,303	\$	\$ 3,000	\$ 3,000	\$	0%
6330 Travel	\$ 5,954	\$	\$ 9,000	\$ 7,000	\$	-22%
6335 Education	\$ 4,351	\$	\$ 3,443	\$ 4,000	\$	16%
6340 Dues Subscriptions Permits	\$ 9,953	\$	\$ 11,000	\$ 16,048	\$	46%
6350 Office Expense	\$ 5,525	\$	\$ 4,300	\$ 4,300	\$	0%
6356 Computer and Software	\$ 70,670	\$	\$ 37,650	\$ 41,000	\$	9%
6390 Communications	\$ 23,445	\$	\$ 23,500	\$ 48,030	\$	104%
6420 Bad Debt Expense	\$ (33,610)	\$	\$ -	\$ -	\$	0%
6430 Bank Charges	\$ 2,552	\$	\$ 500	\$ 1,000	\$	100%
6525 Consulting Services	\$ 69,648	\$	\$ 100,000	\$ 132,500	\$	33%
6527 Outside Services	\$ 176,096	\$	\$ 5,000	\$ 10,000	\$	100%
6529 DuPage Business Park Association Expense	\$ 14,061	\$	\$ 75,000	\$ 75,000	\$	0%
6531 U.S. Customs	\$ 127,051	\$	\$ 165,000	\$ 150,000	\$	-9%
6532 Air Traffic Control Tower	\$ 352,569	\$	\$ 371,000	\$ 420,000	\$	13%
6535 Legal	\$ 282,512	\$	\$ 200,000	\$ 200,000	\$	0%
6770 Insurance	\$ 72,826	\$	\$ 82,822	\$ 62,000	\$	-25%
6999 Refund of Prior year Expenditures	\$ (19,979)	\$	\$ -	\$ -	\$	0%
Total Expense	\$ 2,364,728	\$	\$ 2,324,083	\$ 2,409,514	\$ 2,345,589	4%
Net Income not including Depreciation or Major Maintenance	\$ 3,523,068	\$	\$ 3,588,360	\$ 3,842,070	\$ 3,636,272	7%
						6%

Department A200 - Field Maintenance
Statement of Revenues and Expenses

	ACTUAL 2013	ANNUAL PLAN		FORECAST	
		2014	2015	2014	vs. 2015 Plan
3190	\$ 60	\$ 50	\$ 100	\$ 60	67%
3191	\$ 143,844	\$ 150,000	\$ 143,700	\$ 152,854	-6%
3299	\$ 1,124,914	\$ 1,220,584	\$ 1,224,373	\$ 1,220,742	0%
Total Revenue	\$ 1,268,818	\$ 1,370,634	\$ 1,368,173	\$ 1,373,655	0%
5205	\$ 174,637	\$ 146,856	\$ 180,194	\$ 143,250	26%
5410	\$ 4,077	\$ 3,000	\$ 2,010	\$ 3,000	-33%
5415	\$ 3,297	\$ 6,011	\$ 6,000	\$ 6,001	0%
5430	\$ 7,788	\$ 8,000	\$ 8,400	\$ 10,000	-16%
5433	\$ 26,566	\$ 20,100	\$ 20,000	\$ 20,100	0%
5720	\$ 56,338	\$ 60,000	\$ 55,000	\$ 57,000	-4%
6100	\$ 638,266	\$ 629,975	\$ 664,831	\$ 663,000	0%
6110	\$ 45,622	\$ 48,193	\$ 50,860	\$ 51,000	0%
6115	\$ 12,817	\$ 12,995	\$ 12,350	\$ 11,500	7%
6120	\$ 138,612	\$ 133,000	\$ 141,400	\$ 112,000	26%
6130	\$ 5,419	\$ 6,300	\$ 6,300	\$ 6,300	0%
6160	\$ 61,175	\$ 60,289	\$ 59,968	\$ 65,327	-8%
6330	\$ 30	\$ 50	\$ 50	\$ 50	0%
6335	\$ 1,026	\$ 730	\$ 760	\$ 730	4%
6340	\$ 376	\$ 435	\$ 400	\$ 435	-8%
6390	\$ 1,320	\$ 1,520	\$ 1,760	\$ 1,520	16%
6525	\$ 1,800	\$ 3,250	\$ 3,240	\$ 3,250	0%
6527	\$ 31,898	\$ 30,000	\$ 30,000	\$ 44,091	-32%
6548	\$ 365,388	\$ 400,000	\$ 433,898	\$ 395,000	10%
6770	\$ 55,435	\$ 63,730	\$ 64,000	\$ 61,342	4%
Total Expense	\$ 1,631,886	\$ 1,634,434	\$ 1,741,421	\$ 1,654,896	5%
Net Income not including Depreciation or Major Maintenance		\$ (363,067)	\$ (373,248)	\$ (281,241)	-33%

Department A300 - Building Maintenance
Statement of Revenues and Expenses

	ACTUAL		ANNUAL PLAN		FORECAST		
	2013		2014	2015	2014	vs. 2015 Plan	
3180	\$	1,402,528	\$	1,798,468	\$	2,049,070	8%
3190	\$	552	\$	200	\$	90	122%
3299	\$	1,389,139	\$	909,103	\$	918,112	-19%
3990	\$	158	\$	-	\$	2,665	-100%
Total Revenue	\$	2,792,376	\$	2,958,263	\$	2,969,937	0%
5205	\$	104,290	\$	140,760	\$	145,000	1%
5206	\$	33	\$	-	\$	(28,626)	100%
5410	\$	3,900	\$	4,082	\$	4,200	0%
5415	\$	6,796	\$	7,270	\$	9,000	-7%
5416	\$	13,120	\$	17,880	\$	15,000	13%
5430	\$	12,404	\$	11,000	\$	13,000	-11%
5710	\$	103,884	\$	100,000	\$	175,000	-12%
5720	\$	112,953	\$	115,000	\$	110,000	5%
5730	\$	7,353	\$	14,000	\$	14,000	7%
6100	\$	349,568	\$	334,125	\$	359,500	-3%
6110	\$	24,439	\$	25,561	\$	26,963	-1%
6115	\$	5,832	\$	6,175	\$	5,540	11%
6120	\$	89,042	\$	82,360	\$	72,000	24%
6130	\$	1,464	\$	2,400	\$	1,800	0%
6160	\$	33,069	\$	31,976	\$	34,404	-8%
6335	\$	167	\$	-	\$	-	0%
6390	\$	22,390	\$	22,500	\$	22,500	-91%
6527	\$	13,726	\$	11,250	\$	30,000	-43%
6770	\$	112,410	\$	120,000	\$	129,000	13%
Total Expense	\$	1,016,840	\$	1,046,339	\$	1,138,281	0%
Net Income not including Depreciation or Major Maintenance	\$	1,775,537	\$	1,661,432	\$	1,831,656	-1%

Department A400 - Flight Center Building
Statement of Revenues and Expenses

	ACTUAL		ANNUAL PLAN		FORECAST	
	2013	2014	2015	Percent Change	2014	vs. 2015 Plan
3299	\$ 223,116	\$ 236,788	\$ 173,887	-27%	\$ 192,398	-10%
3990	\$ 59	\$ -	\$ -	0%	\$ -	0%
Total Revenue	\$ 223,175	\$ 236,788	\$ 173,887	-27%	\$ 192,398	-10%
5205	\$ 31,758	\$ 40,800	\$ 43,800	7%	\$ 50,000	-12%
5410	\$ 18,964	\$ 17,986	\$ 18,540	3%	\$ 19,000	-2%
5415	\$ 1,738	\$ 2,200	\$ 2,200	0%	\$ 1,800	22%
5416	\$ 26,240	\$ 27,552	\$ 43,182	57%	\$ 25,000	73%
5430	\$ 13,281	\$ 12,504	\$ 12,900	3%	\$ 12,500	3%
5710	\$ 28,379	\$ 26,000	\$ 39,000	50%	\$ 36,000	8%
5720	\$ 96,938	\$ 110,000	\$ 100,000	-9%	\$ 105,000	-5%
5730	\$ 1,544	\$ 15,000	\$ 15,000	0%	\$ 15,000	0%
6200	\$ 100,000	\$ 101,000	\$ 104,000	3%	\$ 99,898	4%
6390	\$ 2,702	\$ 2,700	\$ -	-100%	\$ 2,700	-100%
6527	\$ 1,670	\$ 9,575	\$ 9,862	3%	\$ 2,000	393%
Total Expense	\$ 323,213	\$ 365,317	\$ 388,484	6%	\$ 368,898	5%
Net Income not including Depreciation or Major Maintenance	\$ (100,038)	\$ (128,529)	\$ (214,597)	-67%	\$ (176,500)	-22%

Department A500 - Shop & Equipment
Statement of Revenues and Expenses

	ACTUAL 2013	ANNUAL PLAN		Percent Change	FORECAST	
		2014	2015		2014	vs. 2015 Plan
3900	\$ 574,437	\$ -	\$ -	0%	\$ -	0%
	Total Revenue	\$ 574,437	\$ -	0%	\$ -	0%
5205	\$ 53,942	\$ 55,000	\$ 61,500	12%	\$ 55,000	12%
5410	\$ 884	\$ 3,000	\$ 1,500	-50%	\$ 3,000	-50%
5420	\$ 75,162	\$ 75,000	\$ 75,000	0%	\$ 95,000	-21%
5430	\$ 3,913	\$ 5,500	\$ 5,000	-9%	\$ 4,000	25%
5435	\$ 638	\$ 5,700	\$ 2,500	-56%	\$ 5,700	-56%
5710	\$ 12,991	\$ 10,000	\$ 16,900	69%	\$ 18,000	-6%
5720	\$ 14,337	\$ 16,000	\$ 16,000	0%	\$ 15,000	7%
5730	\$ 518	\$ 1,300	\$ 1,300	0%	\$ 1,300	0%
6100	\$ 169,624	\$ 154,190	\$ 163,073	6%	\$ 164,354	-1%
6110	\$ 12,022	\$ 11,796	\$ 12,475	6%	\$ 11,900	5%
6115	\$ 2,337	\$ 2,470	\$ 2,470	0%	\$ 2,300	7%
6120	\$ 41,957	\$ 43,296	\$ 40,750	-6%	\$ 32,500	25%
6130	\$ 656	\$ 1,400	\$ 1,400	0%	\$ 1,500	-7%
6160	\$ 15,137	\$ 14,756	\$ 14,709	0%	\$ 15,730	-6%
6335	\$ 73	\$ -	\$ -	0%	\$ -	0%
6350	\$ -	\$ 100	\$ -	-100%	\$ 100	-100%
6390	\$ 840	\$ 4,000	\$ 4,000	0%	\$ 1,500	167%
6770	\$ 34,374	\$ 34,953	\$ 38,300	10%	\$ 35,642	7%
	Total Expense	\$ 438,461	\$ 456,877	4%	\$ 462,526	-1%
	Net Income not including Depreciation or Major Maintenance	\$ 135,034	\$ (456,877)	-4%	\$ (462,526)	1%

Department A600 - Commissioners
Statement of Revenues and Expenses

	ACTUAL 2013	ANNUAL PLAN		FORECAST	
		2014	2015	2014	vs. 2015 Plan
Total Revenue	\$ -	\$ -	\$ -	\$ -	0%
5430 Supplies	\$ 134	\$ 500	\$ 600	\$ 800	-25%
6100 Salaries	\$ 80,000	\$ 90,000	\$ 90,000	\$ 80,000	13%
6110 Payroll Taxes	\$ 6,120	\$ 6,885	\$ 6,885	\$ 6,120	13%
6350 Office Expense	\$ 1,879	\$ 1,750	\$ 2,000	\$ 1,750	14%
6770 Insurance	\$ 7,345	\$ 8,000	\$ 4,500	\$ 4,200	7%
Total Expense	\$ 95,477	\$ 107,135	\$ 103,985	\$ 92,870	12%
Net Income not including Depreciation or Major Maintenance	\$ (95,477)	\$ (107,135)	\$ (103,985)	\$ (92,870)	-12%

Department A700 - Business Development/Marketing
Statement of Revenues and Expenses

	ACTUAL		ANNUAL PLAN		FORECAST	
	2013	2014	2015	Percent Change	2014	vs. 2015 Plan
Total Revenue	\$ -	\$ -	\$ -	0%	\$ -	0%
5430 Supplies	\$ 572	\$ 3,000	\$ 1,000	-67%	\$ 1,500	-33%
6100 Salaries	\$ 47,813	\$ 49,118	\$ 50,345	2%	\$ 50,400	0%
6110 Payroll Taxes	\$ 3,658	\$ 3,758	\$ 3,851	2%	\$ 3,800	1%
6115 Unemployment taxes	\$ 1,162	\$ 1,235	\$ 1,235	0%	\$ 1,108	11%
6120 Group Insurance	\$ 32	\$ -	\$ -	0%	\$ -	0%
6160 IMRF	\$ 4,595	\$ 4,701	\$ 4,541	-3%	\$ 4,785	-5%
6300 Marketing/Advertising	\$ 59,473	\$ 99,812	\$ 110,712	11%	\$ 80,000	38%
6320 Community/Customer Relations	\$ 1,587	\$ 16,500	\$ 16,500	0%	\$ 12,000	38%
6330 Travel	\$ 2,225	\$ 5,500	\$ 5,500	0%	\$ 5,500	0%
6335 Education	\$ 39	\$ 30	\$ -	-100%	\$ 30	-100%
6340 Dues Subscriptions Permits	\$ 3,986	\$ 3,025	\$ 3,327	10%	\$ 3,025	10%
6350 Office Expense	\$ 665	\$ 5,790	\$ 4,000	-31%	\$ 2,850	40%
6356 Computer and Software	\$ 363	\$ 5,000	\$ -	-100%	\$ 5,000	-100%
6390 Communications	\$ 420	\$ 420	\$ 420	0%	\$ 420	0%
6770 Insurance	\$ 673	\$ 760	\$ 580	-24%	\$ 600	-3%
Total Expense	\$ 127,264	\$ 198,649	\$ 202,011	2%	\$ 171,018	18%
Net Income not including Depreciation or Major Maintenance	\$ (127,264)	\$ (198,649)	\$ (202,011)	-2%	\$ (171,018)	-18%

Department A800 - Accounting
Statement of Revenues and Expenses

	ACTUAL		ANNUAL PLAN			FORECAST	
	2013		2014	2015	Percent Change	2014	vs. 2015 Plan
Total Revenue	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%
5430 Supplies	\$ 649	\$ 800	\$ 900		12%	\$ 1,500	-40%
6100 Salaries	\$ 194,051	\$ 196,800	\$ 206,083		5%	\$ 198,244	4%
6110 Payroll Taxes	\$ 13,770	\$ 15,056	\$ 15,765		5%	\$ 15,000	5%
6115 Unemployment taxes	\$ 3,510	\$ 3,929	\$ 3,705		-6%	\$ 3,929	-6%
6120 Group Insurance	\$ 38,913	\$ 39,235	\$ 29,446		-25%	\$ 28,000	5%
6160 IMRF	\$ 24,804	\$ 18,831	\$ 18,589		-1%	\$ 18,972	-2%
6330 Travel	\$ -	\$ 120	\$ 100		-17%	\$ -	0%
6335 Education	\$ 505	\$ -	\$ 2,000		0%	\$ -	0%
6350 Office Expense	\$ 419	\$ 600	\$ 400		-33%	\$ 300	33%
6527 Outside Services	\$ 65,158	\$ 48,500	\$ 48,500		0%	\$ 45,000	8%
6770 Insurance	\$ 2,580	\$ 2,900	\$ 2,500		-14%	\$ 2,400	4%
Total Expense	\$ 344,359	\$ 326,771	\$ 327,988		0%	\$ 313,345	5%
Net Income not including Depreciation or Major Maintenance	\$ (344,359)	\$ (326,771)	\$ (327,988)		0%	\$ (313,345)	-5%

CHICAGOLAND'S
DUPAGE FLIGHT CENTER 

Department F100 - Flight Center Operations
Statement of Revenues and Expenses

	ACTUAL 2013	ANNUAL PLAN		Percent Change	FORECAST	
		2014	2015		2014	vs. 2015 Plan
3180 Hanger Rentals	\$ 139,219	\$ 148,000	\$ 148,000	0%	\$ 185,644	-20%
3191 Ramp Tie Downs & Overnight fees	\$ 25,404	\$ 27,000	\$ 25,000	-7%	\$ 28,507	-12%
3200 Fuel and Oil Sales	\$ 11,392,474	\$ 11,228,814	\$ 11,872,132	6%	\$ 12,481,344	-5%
3210 Line Service Other	\$ 58,149	\$ 56,425	\$ 48,500	-14%	\$ 55,548	-13%
3215 Aircraft Catering	\$ 28,676	\$ 30,000	\$ 37,241	24%	\$ 35,468	5%
3299 Non Airfield Rent/Lease/Maintenance Revenue	\$ 12,313	\$ 9,500	\$ 9,500	0%	\$ 9,491	0%
3970 Investment Income	\$ 1	\$ -	\$ -	0%	\$ -	0%
3981 Gain on Sale of Fixed Assets	\$ -	\$ -	\$ -	0%	\$ 11,252	-100%
Total Revenue	\$ 11,656,235	\$ 11,499,739	\$ 12,140,373	6%	\$ 12,807,253	-5%
4200 Fuel and Oil Cost of Sales	\$ 7,818,186	\$ 7,715,280	\$ 7,955,688	3%	\$ 8,362,689	-5%
4220 De ice Cost of Goods	\$ 33,969	\$ 25,000	\$ 25,000	0%	\$ 23,858	5%
4300 Credit Card Expense	\$ 150,580	\$ 167,000	\$ 166,000	-1%	\$ 169,066	-2%
4305 Rent Expense	\$ 48,000	\$ 48,000	\$ 48,000	0%	\$ 48,000	0%
4315 Food COGS	\$ 70,188	\$ 90,000	\$ 100,000	11%	\$ 116,418	-14%
5205 Maintenance Expense	\$ 15,337	\$ 27,300	\$ 23,750	-13%	\$ 21,318	11%
5420 Fuel/Oil Vehicles Equipment	\$ 31,433	\$ 31,800	\$ 34,786	9%	\$ 33,106	5%
5430 Supplies	\$ 17,295	\$ 5,000	\$ 12,132	143%	\$ 10,706	13%
5436 Rental Equipment	\$ 119,707	\$ 122,500	\$ 125,104	2%	\$ 121,432	3%
5440 DOT/Drug Testing/Background	\$ 154	\$ 250	\$ 500	100%	\$ 250	100%
5720 Utilities Electric	\$ 2,844	\$ 2,800	\$ 2,750	-2%	\$ 2,800	-2%
5999 Miscellaneous Expense	\$ (2,198)	\$ -	\$ -	0%	\$ 51	-100%
6100 Salaries	\$ 895,729	\$ 844,991	\$ 941,468	11%	\$ 880,000	7%
6110 Payroll Taxes	\$ 64,164	\$ 64,642	\$ 72,022	11%	\$ 67,000	7%
6115 Unemployment taxes	\$ 23,497	\$ 24,700	\$ 24,535	-1%	\$ 24,000	2%
6120 Group Insurance	\$ 222,071	\$ 214,700	\$ 216,000	1%	\$ 151,000	43%
6130 Uniforms	\$ 7,521	\$ 12,800	\$ 10,000	-22%	\$ 12,800	-22%
6160 IMRF	\$ 76,548	\$ 80,866	\$ 84,920	5%	\$ 84,216	1%
6300 Marketing/Advertising	\$ 35,287	\$ 36,000	\$ 36,000	0%	\$ 35,785	1%
6330 Travel	\$ 2,839	\$ 6,700	\$ 6,700	0%	\$ 6,700	0%
6335 Education	\$ 524	\$ 1,500	\$ 1,500	0%	\$ 500	200%
6340 Dues Subscriptions Permits	\$ 3,385	\$ 1,000	\$ 1,000	0%	\$ 1,000	0%
6350 Office Expense	\$ 26,300	\$ 35,000	\$ 35,000	0%	\$ 34,454	2%
6356 Computer and Software	\$ 9,737	\$ 20,000	\$ 20,000	0%	\$ 10,552	90%
6390 Communications	\$ 5,102	\$ 4,413	\$ 3,500	-21%	\$ 4,381	-20%
6525 Consulting Services	\$ 3,413	\$ 3,500	\$ 3,500	0%	\$ 4,799	-27%
6527 Outside Services	\$ 1,322	\$ 1,200	\$ 3,000	150%	\$ 4,802	-38%
6770 Insurance	\$ 107,523	\$ 118,218	\$ 118,200	0%	\$ 112,400	5%
Total Expense	\$ 9,790,455	\$ 9,705,160	\$ 10,071,055	4%	\$ 10,344,083	-3%
Net Income not including Depreciation or Major Maintenance	\$ 1,865,780	\$ 1,794,579	\$ 2,069,318	15%	\$ 2,463,170	-16%



Department P100 - Golf Administration
Statement of Revenues and Expenses

	ACTUAL 2013	ANNUAL PLAN		Percent Change	FORECAST		
		2014	2015		2014	vs. 2015 Plan	
3970	\$	\$	\$	0%	\$	2	-100%
3981	\$	\$	\$	0%	\$	4,223	-100%
3990	\$	\$ 3,500	\$ 7,500	114%	\$	15,780	-52%
	Total Revenue	\$ 13,762	\$ 7,500	114%	\$ 20,005		-63%
4300	\$	\$ 50,000	\$ 50,000	0%	\$	48,340	3%
4400	\$	\$ 5,400	\$ 6,000	11%	\$	6,472	-7%
5205	\$	\$ 35,000	\$ 35,000	0%	\$	27,933	25%
5415	\$	\$ 2,100	\$ 2,100	0%	\$	1,802	17%
5416	\$	\$ 6,500	\$ 5,500	-15%	\$	5,695	-3%
5430	\$	\$ 6,500	\$ 6,000	-8%	\$	4,901	22%
5437	\$	\$ 1,600	\$ 1,600	0%	\$	1,881	-15%
5440	\$	\$	\$	0%	\$	5,354	-100%
5710	\$	\$ 9,150	\$ 12,000	31%	\$	13,337	-10%
5720	\$	\$ 37,150	\$ 35,500	-4%	\$	39,840	-11%
5730	\$	\$ 6,000	\$ 6,000	0%	\$	1,500	300%
5999	\$	\$	\$	0%	\$	(233)	100%
6100	\$	\$ 202,019	\$ 211,391	5%	\$	201,391	5%
6110	\$	\$ 15,455	\$ 16,171	5%	\$	15,203	6%
6115	\$	\$ 3,967	\$ 3,920	-1%	\$	3,290	19%
6120	\$	\$ 17,434	\$ 18,600	7%	\$	15,392	21%
6160	\$	\$ 18,999	\$ 18,483	-3%	\$	18,074	2%
6200	\$	\$ 248,000	\$ 308,000	24%	\$	304,420	1%
6300	\$	\$ 47,000	\$ 60,000	28%	\$	27,629	117%
6320	\$	\$ 300	\$	-100%	\$		0%
6330	\$	\$	\$	0%	\$	1,900	-100%
6335	\$	\$ 150	\$ 200	33%	\$		0%
6340	\$	\$ 9,700	\$ 10,000	3%	\$	11,154	-10%
6350	\$	\$ 2,400	\$ 2,700	13%	\$	3,464	-22%
6356	\$	\$ 20,000	\$ 5,000	-75%	\$	13,449	-63%
6390	\$	\$ 15,600	\$ 10,500	-33%	\$	16,764	-37%
6527	\$	\$ 16,575	\$ 25,000	51%	\$	21,034	19%
6535	\$	\$ 10,000	\$ 10,500	5%	\$	17,007	-38%
6770	\$	\$ 47,000	\$ 68,300	45%	\$	66,101	3%
	Total Expense	\$ 833,999	\$ 928,465	11%	\$ 893,094		4%
	Net Income not including Depreciation or Major Maintenance	\$ (858,095)	\$ (920,965)	-11%	\$ (873,089)		-5%

Department P200 - Golf Maintenance
Statement of Revenues and Expenses

	ACTUAL	ANNUAL PLAN		FORECAST	
	2013	2014	2015	2014	vs. 2015 Plan
	\$	\$	\$	\$	0%
Total Revenue	\$ -	\$ -	\$ -	\$ -	0%
5205 Maintenance Expense	\$ 28,990	\$ 40,000	\$ 35,000	\$ 36,781	-13%
5415 Garbage/Waste Removal	\$ 1,767	\$ 2,400	\$ 2,400	\$ 2,276	0%
5416 Janitorial Services	\$ 672	\$ 500	\$ 750	\$ 83	50%
5420 Fuel/Oil Vehicles Equipment	\$ 20,278	\$ 25,000	\$ 24,000	\$ 26,635	-4%
5430 Supplies	\$ 6,332	\$ 5,000	\$ 5,000	\$ 5,071	0%
5432 Landscape Supplies	\$ 12,020	\$ 5,000	\$ 4,000	\$ 4,221	-20%
5434 Fertilizer/Pesticides	\$ 69,071	\$ 83,500	\$ 80,000	\$ 50,581	-4%
5436 Rental Equipment	\$ 2,945	\$ 3,600	\$ 3,000	\$ 3,984	-17%
5710 Utilities Natural Gas	\$ 2,757	\$ 3,025	\$ 3,500	\$ 3,218	16%
5720 Utilities Electric	\$ 14,624	\$ 14,000	\$ 11,000	\$ 11,386	-21%
5730 Utilities Water/Sewer	\$ 685	\$ 2,500	\$ 2,500	\$ 1,717	0%
6100 Salaries	\$ 437,927	\$ 450,698	\$ 461,877	\$ 440,012	2%
6110 Payroll Taxes	\$ 33,022	\$ 34,478	\$ 35,334	\$ 33,433	2%
6115 Unemployment taxes	\$ 18,274	\$ 21,000	\$ 18,728	\$ 17,489	-11%
6120 Group Insurance	\$ 25,267	\$ 19,428	\$ 17,400	\$ 14,013	-10%
6130 Uniforms	\$ 1,318	\$ 2,800	\$ 2,800	\$ 1,029	0%
6160 IMRF	\$ 34,142	\$ 38,613	\$ 36,598	\$ 36,895	-5%
6335 Education	\$ 56	\$ 480	\$ 500	\$ -	4%
6340 Dues Subscriptions Permits	\$ 765	\$ 1,400	\$ 1,400	\$ 955	0%
6390 Communications	\$ 5,056	\$ 4,500	\$ 4,000	\$ 4,838	-11%
6525 Consulting Services	\$ 1,325	\$ 2,500	\$ 2,500	\$ 1,671	0%
6527 Outside Services	\$ 2,382	\$ 3,000	\$ 2,500	\$ 1,462	-17%
6770 Insurance	\$ 5,752	\$ 5,147	\$ -	\$ -	-100%
Total Expense	\$ 725,426	\$ 768,569	\$ 754,787	\$ 697,750	-2%
Net Income not including Depreciation or Major Maintenance	\$ (725,426)	\$ (768,569)	\$ (754,787)	\$ (697,750)	-8%

Department P300 - Golf Operations
Statement of Revenues and Expenses

	ACTUAL 2013	ANNUAL PLAN		Percent Change	FORECAST	
		2014	2015		2014	vs. 2015 Plan
3300 Greens Fees	\$ 904,828	\$ 950,000	\$ 934,300	-2%	\$ 846,614	10%
3310 Golf Cart Rentals	\$ 242,935	\$ 260,000	\$ 250,000	-4%	\$ 253,878	-2%
3320 Associate Memberships	\$ 145,046	\$ 153,000	\$ 153,000	0%	\$ 158,397	-3%
3330 Club Rentals	\$ 6,497	\$ 7,000	\$ 7,000	0%	\$ 6,482	8%
3340 Golf Academy	\$ 5,384	\$ 4,000	\$ 5,000	25%	\$ 4,872	3%
3350 Practice Center	\$ 131,451	\$ 140,000	\$ 120,500	-14%	\$ 105,848	14%
3380 Golf Merchandise Sales	\$ 148,292	\$ 155,000	\$ 157,500	2%	\$ 153,399	3%
3390 Awards Expense	\$ -	\$ -	\$ -	0%	\$ (11,889)	100%
3395 Discount Expense	\$ -	\$ -	\$ (47,300)	0%	\$ (66,788)	29%
Total Revenue	\$ 1,584,433	\$ 1,669,000	\$ 1,580,000	-5%	\$ 1,450,813	9%
4330 Merchandise COGS	\$ 103,425	\$ 105,400	\$ 107,100	2%	\$ 92,021	16%
5205 Maintenance Expense	\$ 9,384	\$ 12,500	\$ 11,500	-8%	\$ 11,303	2%
5430 Supplies	\$ 10,939	\$ 16,000	\$ 11,500	-28%	\$ 20,158	-43%
6100 Salaries	\$ 151,273	\$ 136,065	\$ 140,774	3%	\$ 136,533	3%
6110 Payroll Taxes	\$ 11,834	\$ 10,409	\$ 10,769	3%	\$ 11,328	-5%
6115 Unemployment taxes	\$ 9,357	\$ 9,058	\$ 8,407	-7%	\$ 9,353	-10%
6120 Group Insurance	\$ 19,767	\$ 6,980	\$ 5,250	-25%	\$ 6,423	-18%
6130 Uniforms	\$ 1,098	\$ 1,500	\$ 2,000	33%	\$ 2,359	-15%
6160 IMRF	\$ 9,780	\$ 7,629	\$ 7,618	0%	\$ 6,694	14%
6527 Outside Services	\$ 5,020	\$ 4,800	\$ 5,200	8%	\$ 5,480	-5%
6770 Insurance	\$ 1,859	\$ 1,803	\$ -	-100%	\$ -	0%
Total Expense	\$ 333,737	\$ 312,144	\$ 310,118	-1%	\$ 301,652	3%
Net Income not including Depreciation or Major Maintenance	\$ 1,250,697	\$ 1,356,856	\$ 1,269,882	-6%	\$ 1,149,161	11%

Department Food & Beverage - Combined
Statement of Revenues and Expenses

	ACTUAL 2013	ANNUAL PLAN		FORECAST	
		2014	2015	2014	vs. 2015 Plan
3600 Food Sales	\$ 755,441	\$ 738,024	\$ 747,170	\$ 701,176	7%
3610 Beverage Sales	\$ 185,859	\$ 174,000	\$ 180,000	\$ 192,738	-7%
3620 Banquet Rental Income	\$ 143,949	\$ 130,403	\$ 87,500	\$ 65,750	33%
Total Revenue	\$ 1,085,249	\$ 1,042,427	\$ 1,014,670	\$ 959,664	6%
4315/20 Food & Beverage COGS	\$ 264,527	\$ 259,927	\$ 268,105	\$ 264,694	1%
5205 Maintenance Expense	\$ 4,993	\$ 10,000	\$ 7,500	\$ 4,783	57%
5430 Supplies	\$ 25,221	\$ 29,000	\$ 29,000	\$ 24,128	20%
5435 Small Equipment	\$ 5,584	\$ 6,000	\$ 6,000	\$ 1,210	396%
5436 Rental Equipment	\$ 20,792	\$ 20,000	\$ 21,000	\$ 17,573	20%
5437 Rental Towel Linen etc	\$ 18,503	\$ 23,000	\$ 23,000	\$ 14,328	61%
6100 Salaries	\$ 319,837	\$ 342,632	\$ 347,592	\$ 307,732	13%
6110 Payroll Taxes	\$ 31,979	\$ 34,282	\$ 34,662	\$ 29,838	16%
6115 Unemployment taxes	\$ 22,545	\$ 25,535	\$ 26,393	\$ 20,016	32%
6120 Group Insurance	\$ 11,285	\$ 9,250	\$ 20,000	\$ 12,458	61%
6130 Uniforms	\$ 740	\$ 2,500	\$ 2,500	\$ 1,639	53%
6160 IMRF	\$ 26,726	\$ 26,397	\$ 26,101	\$ 25,317	3%
6335 Education	\$ 840	\$ -	\$ 2,000	\$ -	0%
6770 Insurance	\$ 5,048	\$ 8,094	\$ -	\$ -	0%
Total Expense	\$ 758,619	\$ 796,617	\$ 813,853	\$ 723,716	12%
Net Income not including Depreciation or Major Maintenance	\$ 326,629	\$ 245,810	\$ 200,817	\$ 235,948	-15%

Department P900 - Kitty Hawk Café
Statement of Revenues and Expenses

	ACTUAL 2013	ANNUAL PLAN		FORECAST	
		2014	2015	2014	vs. 2015 Plan
3215 Aircraft Catering	\$ 415	\$ 8,300	\$ -	\$ 3,264	-100%
3600 Food Sales	\$ 13,880	\$ 36,000	\$ 30,000	\$ 30,757	-2%
3610 Beverage Sales	\$ 2,338	\$ 6,600	\$ 2,400	\$ 2,511	-4%
3620 Banquet Rental Income	\$ 1	\$ -	\$ -	\$ -	0%
Total Revenue	\$ 16,634	\$ 50,900	\$ 32,400	\$ 36,532	-11%
4300 Credit Card Expense	\$ 462	\$ 1,325	\$ 1,000	\$ 954	5%
4315 Food COGS	\$ 6,562	\$ 18,000	\$ 22,500	\$ 27,385	-18%
4320 Beverage COGS	\$ 1,811	\$ 2,310	\$ 3,600	\$ 4,560	-21%
5205 Maintenance Expense	\$ 645	\$ 2,400	\$ 1,000	\$ 700	43%
5415 Garbage/Waste Removal	\$ 916	\$ 960	\$ 960	\$ 960	0%
5430 Supplies	\$ 3,238	\$ 3,700	\$ 7,500	\$ 9,252	-19%
5435 Small Equipment	\$ 1,158	\$ -	\$ 1,200	\$ 1,440	-17%
5720 Utilities Electric	\$ 2,981	\$ 4,200	\$ 4,000	\$ 3,774	6%
5999 Miscellaneous Expense	\$ (6)	\$ -	\$ -	\$ (1)	100%
6100 Salaries	\$ 22,791	\$ 39,336	\$ 41,638	\$ 39,933	4%
6110 Payroll Taxes	\$ 1,771	\$ 3,004	\$ 3,186	\$ 3,130	2%
6115 Unemployment taxes	\$ 1,905	\$ 2,301	\$ 2,356	\$ 1,724	37%
6120 Group Insurance	\$ 6,496	\$ -	\$ 17,500	\$ 13,633	28%
6130 Uniforms	\$ 138	\$ 500	\$ -	\$ 204	-100%
6160 IMRF	\$ 4,101	\$ 3,768	\$ 3,756	\$ 5,313	-29%
6340 Dues Subscriptions Permits	\$ 750	\$ 575	\$ 500	\$ 438	14%
6770 Insurance	\$ 1,837	\$ 1,964	\$ -	\$ -	0%
6800 Kitty Hawk Loss Reimbursement	\$ (41,494)	\$ (33,448)	\$ (78,296)	\$ (76,867)	-2%
Total Expense	\$ 16,061	\$ 50,895	\$ 32,400	\$ 36,532	-11%
Net Income not including Depreciation or Major Maintenance	\$ 573	\$ 5	\$ 0	\$ -	0%



DUPAGE AIRPORT AUTHORITY

CHICAGO LAND'S

DUPAGE FLIGHT CENTER 



CAPITAL PROGRAM 2015

Capital Summary

DAA	\$	6,057,263
DFC	\$	11,084,073
PLGC	\$	530,950
Total	\$	17,672,286

Major Maintenance Summary

DAA	\$	188,100
DFC	\$	-
PLGC	\$	123,150
Total	\$	311,250
2014 Capital Items Carried Over to 2015	\$	71,212

Total Capital plus Major Maintenance plus Carry-over	\$	18,054,748
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Major Maintenance

DAA	Building	Refurbish/Replace Hangar Floor Coating	\$	188,100	Major Maintenance
PLGC	Field	Golf Cart Path Repair	\$	104,000	Major Maintenance
PLGC	Building	Remodel Grille Bar Area	\$	19,150	Major Maintenance
Total Major Maintenance			\$	311,250	

Capital

DAA	Field	Construct North and West Perimeter Roads	\$	2,126,250	Capital - With Grant Funding
DAA	Field	Acquire Avigation Easements	\$	2,053,000	Capital - With Grant Funding
DAA	Field	Land Acquisition (North of Rt. 64/North Avenue)	\$	600,000	Capital
DAA	Field	Replace/Repair Concrete Pavement & Sidewalks	\$	212,625	Capital
DAA	Field	Upgrade Field Light Regulator	\$	184,275	Capital
DAA	Field	Mill & Overlay Keil Road	\$	170,100	Capital
DAA	Equipment	Access Control System & UPS Upgrades	\$	72,350	Capital
DAA	Building	ATCT 911 Emergency Communication Upgrades	\$	70,875	Capital
DAA	Building	Generator for Gov. Center	\$	70,000	Capital
DAA	Building	Repair exterior walls of N9 Hangar	\$	63,788	Capital
DAA	Equipment	100HP AWD Tractor	\$	55,000	Capital
DAA	Building	A/C & Furnace Replacement @ American Flyers (4 sets)	\$	54,795	Capital
DAA	Building	Fire/Security Alarm Replacement and Upgrades	\$	49,613	Capital
DAA	Building	Replacement of Gate Operators (Gates #25, #100 & #102)	\$	43,095	Capital
DAA	Field	Farm Tile Drainage Repairs	\$	38,000	Capital
DAA	Equipment	Aruba Wireless Mesh Upgrades	\$	35,438	Capital
DAA	Equipment	Contingency	\$	30,000	Capital
DAA	Equipment	Full size 4 x 4 pickup truck with saddle tank and toolbox.	\$	27,000	Capital
DAA	Equipment	Network Virtualization Environment	\$	20,000	Capital
DAA	Building	A/C Replacement for offices @ Travel Express (2 systems)	\$	15,400	Capital
DAA	Equipment	Network Copier	\$	15,000	Capital
DAA	Equipment	Vaisala Pavement Sensor System	\$	15,000	Capital
DAA	Building	Elevator Emergency Communication ADA Upgrades	\$	13,000	Capital
DAA	Equipment	Doc-Link v3.0 Upgrade	\$	8,510	Capital
DAA	Building	E-17 Heater Replacement Project--Phase 2	\$	7,150	Capital
DAA	Equipment	Firewall	\$	7,000	Capital
DFC	Building	Transient Hangar	\$	10,000,000	Capital
DFC	Equipment	Fuel Farm Rehabilitation	\$	358,893	Capital
DFC	Building	Flight Center Railings Refinish	\$	356,730	Capital
DFC	Building	Flight Center Ramp, Cattle Gate Replacement	\$	173,800	Capital
DFC	Building	Flight Center HVAC 1st-floor Additional Heat and Building HVAC Test & B	\$	126,600	Capital
DFC	Equipment	U.S. Customs Office IT Upgrades	\$	43,050	Capital
DFC	Equipment	Fuel POS for DFC	\$	15,000	Capital
DFC	Equipment	Golf Carts for Flight Center	\$	10,000	Capital
PLGC	Field	Prairie Landing front entrance signage	\$	281,750	Capital
PLGC	Equipment	Triplex Greens Mowers (2)	\$	65,000	Capital
PLGC	Equipment	Irrigation Sytem Replacement	\$	44,000	Capital
PLGC	Equipment	Lightweight Fairway Mower	\$	42,500	Capital
PLGC	Equipment	Unidentified Contingency for Emergency Need	\$	25,000	Capital
PLGC	Equipment	Dual Bedknife Grinder	\$	20,000	Capital

Capital					
PLGC	Equipment	Patio Tables and Chairs	\$	18,500	Capital
PLGC	Equipment	Telephone System	\$	16,200	Capital
PLGC	Equipment	New Grille and Flat Top Cooking Equipment	\$	11,500	Capital
PLGC	Equipment	Copy Machine	\$	6,500	Capital
Total Capital				\$ 17,672,286	

2014 Capital Carry-over to 2015					
DFC	Equipment	Fuel Farm Rehabilitation	\$	71,212	Capital
Total Carry-over				\$ 71,212	

2015 Capital Program

DuPage Airport Authority - Field Projects

Construct North and West Perimeter Roads (*Grant Funding TBD*) **\$2,126,250**
Construct North and West Perimeter Roads for the use of Airport Fuel and Maintenance Vehicles. This project will allow the Airport to separate the movement of service vehicles, un-licensed fuel trucks and/or slow moving maintenance vehicles from the vehicular traffic on the Airport's roadway system.

Acquire Avigation Easement (*Grant Funding TBD*) **\$2,053,000**
In order for the Airport to protect its approaches by regulating the height of obstructions around the airport we need to purchase easements over surrounding property that we don't presently own.

Land Acquisition (North of Rt. 64/North Avenue) **\$600,000**
Acquisition of approximately 114 acres of vacant land north of North Avenue to protect the airport from incompatible development. This land is adjacent to Airport Authority-owned property and is located west of the intersection of Powis Road and Smith Road.

Replace/Repair Concrete Pavement & Sidewalks **\$212,625**
Replace or repair sunken sidewalks in the Flight Center parking lots.

Upgrade Field Light Regulator **\$184,275**
Add additional constant-current regulators for airfield lighting for spares. Existing regulator is nearing life expectancy.

Mill & Overlay Keil Road **\$170,100**
Mill, patch, seal and/or overlay asphalt pavement on Keil Road.

Farm Tile Drainage Repairs **\$38,000**
The Airport currently rents out about 250 acres of land on the airfield and north of North Avenue. The existing farm tiles were installed more than 50 years ago and have failed in multiple places. The failed tiles are causing areas to become too wet to farm so they are turning into wetlands and are a wildlife attraction.

DuPage Airport Authority - Building Projects

ATCT 911 Emergency Communication Upgrades **\$70,875**
Microwave radio(s) and associated equipment for emergency 911 communications between the DuPage Air Traffic Control Tower and DuComm (911).

Generator for Government Center **\$70,000**
Replace 1968 EG in government center. Unit has many obsolete parts and limited support.

Repair exterior walls of N9 Hangar **\$63,788**
Tuckpoint entire exterior wall area of N9 Hangar. Walls are masonry concrete block construction damaged by freeze-thaw and wind loading. Many cracks apparent but structural integrity still sound at least to this point. Some block replacement is required. Painting and or sealing of the block is required when tuckpointing is complete and is included in estimate.

A/C & Furnace Replacement @ American Flyers (4 sets) **\$54,795**
Replace 4 sets of A/C's and furnaces due to age (1986 vintage). They are truly past their prime, ready for replacement.

Fire/Security Alarm Replacement and Upgrades **\$49,613**
Replacement of electro-hydraulic gate operators due to age and number of use-cycles resulting in wear and unreliability.

Replacement of Gate Operators (Gates #25, #100 & #102) **\$43,095**
Replacement of electro-hydraulic gate operators due to age and number of use-cycles resulting in wear and unreliability.

A/C Replacement for offices @ Travel Express (2 systems) **\$15,400**
Replacement of (2) very dated (1986 vintage) A/C systems at Travel Express. Furnaces were changed in 2014.

Elevator Emergency Communication ADA Upgrades **\$13,000**
Upgrade (5) DFC Elevators, (1) ATCT Elevator and (1) PLG Elevator to ADA-compliant Push-to-Talk Emergency Communication Phones.

E-17 Heater Replacement Project (Phase 2) **\$7,150**
Phase 2 entails airport personnel replacing the last of the old Gordon-Ray infrared heaters on the west side of E-17. There are 5 more heaters left to replace and airport building staff has changed 13 heaters up to this point. Heaters are being changed out as there are no replacement parts or support available for the old heaters.

DuPage Airport Authority – Equipment and Other

Access Control System & UPS Upgrades **\$72,350**
Provide both hardware and software revisions/upgrades for Access Control System. Also, replace/update current UPS systems for access control systems. (All gate controllers have a UPS associated).

100HP AWD Tractor	\$55,000
Replace 1991 tractor (our unit #57) used for grounds maintenance at business park and other out-lot maintenance.	
Aruba Wireless Mesh Upgrades	\$35,438
Update Aruba wireless mesh equipment to better stabilize the system and enhance scalability.	
Contingency	\$30,000
For repair of major unforeseen equipment failures.	
Full size 4 x 4 pickup truck with saddle tank and toolbox.	\$27,000
Replace 1995 pickup used in shop. Truck would be equipped with fuel tank and tool box for maintenance at business park. Truck currently used at business park (2000 Pickup) would become shop truck.	
Network Virtualization Environment	\$20,000
Set up failover virtualization for existing network server environment utilizing Vmware or Microsoft Hyper-V or equivalent. Differs from current disaster recovery, as the failover is immediate. Includes server and storage space required to create snapshots of all servers, as well as software licensing and outside consultant configuration.	
Network Copier	\$15,000
Replace current Administration color copier. Requirements include network printing, scan and email capabilities, copying and printing 11x17, and multiple paper size trays. Includes initial setup and configuration.	
Vaisala Pavement Sensor System	\$15,000
Update Vaisala in pavement sensor system.	
Doc-Link v3.0 Upgrade	\$8,510
Upgrade Doc-Link document imaging and workflow management system to v3.0. Upgrade will fix SMTP email notification problems, add support for cloud-based email, and add features for improved workflow routing.	
Firewall	\$7,000
Replace current firewall with new appliance. Includes the hardware and consulting/configuration costs that will enable protection from external and internal threats, as well as include off-site network or work-from-home capabilities.	

DuPage Flight Center - Building Projects

Transient Hangar (30,000 sq-foot Hangar) \$10,000,000

Additional transient hangar storage required to meet demand for the Flight Center operation.
Additional based aircraft have removed space reserved for transient aircraft.

Flight Center Railings Refinish \$356,730

Strip and refinish all, metal hand and fence railing at the Flight Center.

Flight Center Ramp, Cattle Gate Replacement \$173,800

Replace the two double tilt-up access controlled vehicle gates that are utilized by the line service and their customers to access the Flight Center apron. Existing gates operators are over 22 years old and have reached their service life.

Flight Center HVAC 1st-floor Additional Heat and Building HVAC Test & Balance \$126,600

Complete air and water balance of the Flight Center including verification and calibration of all VAV boxes to original design specs. This will help to resolve temperature inequities throughout the building given the construction changes and remodeling over the years.

DuPage Flight Center - Equipment

Fuel Farm Rehabilitation \$430,105

Rehabilitation of the aviation fuel farm. This project was budgeted in FY'14 at \$90K. CH2MHill was engaged to produce plans and specifications for \$18,788. The remainder of the FY'14 funds, \$71,212 will be carried over and augmented based upon bids to be received in late 2014.

U.S. Customs Office IT Upgrades \$43,050

The agreement with the Federal Government for all User-Fee Customs offices requires the airport sponsor to pay for periodic upgrades of the IT infrastructure/equipment required for the operation of the office. These items are bid and acquired under master contracts by the Government and actual costs are passed-thru to the airport sponsors. Costs provided by the Federal Government include New/Replacement of IT Equipment \$31K and T1 Circuit and Router \$10K.

Fuel POS for DFC \$15,000

Fuel Point of Sales System (POS) for the Flight Center operation. To be determined if a new system will be required based upon the ability of the existing supplier, PRG, to become fully PCI compliant and the future fuel supplier contract that would be effective 4/1/2015.

Golf Carts for Flight Center \$10,000

Replacement of two (2) golf carts utilized by Line Service personnel from the Flight Center operation for movement on the ramp and moving passengers and luggage to and from the aircraft.

Prairie Landing Golf Club – Field

PLGC Entrance Design and Signage **\$281,750**

New signage for the front entrance at Prairie Landing due to the reconfiguration of Kautz road as a result of the Route 38 overpass project.

Prairie Landing Golf Club – Equipment

Triplex Greens Mowers (2) **\$65,000**

Replacing two riding greens mowers from 2003. New units are lighter and more energy efficient with lower carbon footprint.

Irrigation System Replacement **\$44,000**

Replace irrigation heads around green and tee surrounds to eliminate waste, reduce runoff into bunkers, overspray into unmown areas and make the system more efficient and environmentally friendly.

Lightweight Fairway Mower **\$42,500**

Two were purchased in 2014 and one more is needed to replace final 2002 mower which is in disrepair. This would complete the fairway mowing fleet for approximately 10 years.

Unidentified Contingency for Emergency Need **\$25,000**

Placeholder for unanticipated capital needs due to emergency or failure.

Dual Bedknife Grinder **\$20,000**

Replace failing 1993 grinder for mower bedknives. This is an important piece of equipment for maintaining quality/performance of turf-cutting units.

Patio Tables and Chairs **\$18,500**

New patio tables and chairs (11 sets of 4) to replace existing 16-year old furniture.

Telephone System **\$16,200**

New telephone system and equipment for the PLGC clubhouse and golf maintenance building. The existing equipment is 15-years old and not well supported including compatibility with the phone service provider.

New Grille and Flat Top Cooking Equipment **\$11,500**

Grille and Flat Top equipment is near end of life and is in disrepair. This replaces units in the small kitchen from original 1994 construction.

Copy Machine

\$6,500

New copy/scan/fax machine for PLGC Clubhouse. This replaces a 7-year old machine. Will only purchase if needed.



DUPAGE AIRPORT AUTHORITY

CHICAGO LAND'S

DUPAGE FLIGHT CENTER



MAJOR MAINTENANCE 2015

2015 Major Maintenance Program

DuPage Airport Authority - Building Projects

Refurbish/Replace Hangar Floor Coating **\$188,100**

This is for the removal and replacement of hangar floor coatings or the scuff/recoat of hangar floors. The requirement is based upon new tenancy and/or age of existing floors. We are budgeting for the removal and replacement of one large bay (24,000 SF) at \$6.00 per SF and four (4) 4,900 SF bays @ \$3.00 per SF for a scuff/recoat.

Prairie Landing Golf Club – Field Projects

Golf Cart Path Repair **\$104,000**

Patch and repair golf cart paths/bridge abutments.

Prairie Landing Golf Club – Building Projects


Remodel Grille Bar Area **\$19,150**

New granite counter top to replace old dilapidated current counter, new shelving, new vinyl wall covering, new reach-in cooler, new efficient lighting (decorative fixture).



DUPAGE AIRPORT AUTHORITY

TO: DuPage Airport Authority
Board of Commissioners

FROM: David Bird 
Executive Director

RE: Proposed Ordinance 2015-281; An Ordinance of the DuPage Airport Authority
Promulgating Regulations Under the Freedom of Information Act.

DATE: January 5, 2015

SUMMARY:

Each year, the Airport Authority is required to repeal the Ordinance that pertains to the availability of public records and the procedures to be followed for obtaining such public records in compliance with the Freedom of Information Act. The annual repeal of this Ordinance is necessary to update information regarding descriptions, procedures, fees, record availability and current listing of Officers and Commissioners; the information relating to Board Officers/Commissioners will be updated pursuant to approval at the Annual Board Meeting.

PREVIOUS COMMITTEE / BOARD ACTION:

January 15, 2014 – Annual Board Meeting. The Board of Commissioners passed Ordinance 2014-271; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

REVENUE OR FUNDING IMPLICATIONS:

N/A

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

This repeal is a routine annual function for the purposes of updating information.

ATTACHMENTS:

Proposed Ordinance 2015-281; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director that the Board approve Proposed Ordinance 2015-281; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

ORDINANCE 2015 -281

**AN ORDINANCE OF THE DuPAGE AIRPORT AUTHORITY
PROMULGATING REGULATIONS UNDER THE FREEDOM
OF INFORMATION ACT**

RECITALS

- A. The DuPage Airport Authority (“DAA”), an Illinois Special District, is a public body within the meaning of the Freedom of Information Act (“Act”) (5 ILCS 140/1 *et seq.*)
- B. Under Section 3 of the Act, DAA is empowered to promulgate regulations pertaining to the availability of public records and procedures to be followed for obtaining such public records.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the DuPage Airport Authority as follows:

SECTION 1. Definitions:

- 1.1 **Executive Director:** The person appointed by the DAA to manage and operate the DuPage Airport including any such person who is appointed acting Director.
- 1.2 **Applicant:** Any person making application to the DAA for inspection and/or copying of public records.
- 1.3 **Head of the DAA:** Within the meaning of Section 2(e) of the Act, the Chairman of the Board of Commissioners shall be deemed the “Head of the Public Body.”
- 1.4 **DAA Office Hours:** From 8:00 a.m. to 4:30 p.m. on Monday through Friday of each week, except on legal holidays.
- 1.5 **Freedom of Information Officer(s).** Pamela Miller and Diane DeWitte are hereby designated as the Freedom of Information Officer(s) pursuant to § 3.5 of the Act.

SECTION 2. Application for Inspection or Copying:

- 2.1 The Executive Director shall prepare and make available at the DAA office a suggested form of written application for requests for public documents under the Act [See Exhibit “A” attached]. Said application form shall require the following written information regarding each request under the Act:
 - A. Name, address and telephone number of the applicant.
 - B. If the application is on behalf of a public body, business organization,

civic organization or any other organization, the name and address of the organization and the office or position of the applicant with that organization.

- C. Written description of the public record requested with sufficient particularity to allow determination of whether such a public record exists and to allow location of the public record within a reasonable time.
- 2.2 All applicants for inspection or copying of public records in the possession of the DAA shall submit a written request containing the information set forth in section 2.1 at the DAA office during working hours.
- 2.3 All inspection of public records so requested shall be done during office hours at the DAA office, in the presence of DAA personnel. To the extent feasible, duplicating shall be done by DAA personnel at the DAA office during office hours.
- 2.4 The fees charged by the DAA for reproduction and certification of public records shall be set from time to time by the Executive Director. A written schedule of said fees shall be available to the applicant at the DAA office. Said fees shall not include costs for the search for documents. Black-and-white, letter-, legal- and ledger-size copies shall be charged at 15¢ per page. Copies of items reproduced on electronic media will be charged at the actual cost for each electronic media device (i.e., CD-Rom, DVD, etc.). If copy services outside the DAA office are required for large documents, blue prints, color copies or the like, the applicant shall reimburse the DAA for the actual cost of reproduction charged by the outside copy service. Notwithstanding the foregoing, the DAA shall not charge for the first 50 pages of black-and-white, letter-, legal- and ledger-size copies. The fee to certify a copy shall be \$1.00.
- 2.5 No public record shall be delivered to any applicant until all fees for reproduction have been paid.

SECTION 3. Denial of Request and Appeal:

- 3.1 Denial of an application for inspection and/or copying of public records shall be in writing, shall state a detailed factual basis for the denial or the application of any exemption(s) claimed and shall be signed by a Freedom of Information Officer or his/her designee. The response shall also inform the applicant of his/her right to review by the Public Access Counselor of any denial and shall provide the telephone number and address of the Public Access Counselor.
- 3.2 A written denial of an applicant's request shall be deemed delivered when deposited in the U.S. mail, first class, postage paid.

SECTION 4. Effective Date of Ordinance: The provisions of this ordinance shall be in full force and effect upon adoption by the Board of Commissioners.

SECTION 5. Prior Ordinances: This ordinance repeals Ordinance 2014-271 and shall be placed in DuPage Airport Authority Code.

SECTION 6. Separable Provisions: If any provision of this Ordinance shall be found by a court of competent jurisdiction to be invalid, the remaining provisions shall remain in full force and effect.

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January, 2015.

Roll Call:

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Peter H. Huizenga

Gina R. LaMantia
Michael V. Ledonne
Gregory J. Posch
Daniel J. Wagner

Chairman

Secretary

ORDINANCE 2015-281

DuPAGE AIRPORT AUTHORITY

Fee Schedule for Duplication of Public Records

Cost for copies effective date: January 1, 2015

Paper copy from paper original on copy machine:

Black-and-white, Letter-size, legal-size, ledger-size: no charge for the first 50 pages; 15¢ per page thereafter.

Duplication in electronic format on electronic media shall be charged at the actual cost of the electronic media device(s).

All other copies (i.e., color copies, oversize documents, etc.) will be at the DAA's actual cost from the supplier of the copies.

All fees for copying are payable in advance.

DuPAGE AIRPORT AUTHORITY

DESCRIPTIONS REQUIRED UNDER SECTION 4 OF THE FREEDOM OF INFORMATION ACT

A. Description of DuPage Airport Authority:

The DuPage Airport Authority is an Illinois Special District located within DuPage County, Illinois. Its purpose is the ownership and operation of the DuPage Airport. Its Administrative office is located at 2700 International Drive, Suite 200, West Chicago, IL 60185. A nine-member Board of Commissioners governs the DAA. The DAA operates the DuPage Flight Center, a limited fixed base operation on the field, which provides fuel and line service. The DAA also owns, Prairie Landing Golf Club at 2325 Longest Drive, West Chicago, IL.

On January 1, 2015, the DAA had 58 full-time employees and 16 part-time employees. The total budgeted revenue is \$25,526,850 for the fiscal year ending December 31, 2015. The total budgeted expenditures for the year are \$37,738,220. This includes \$19,683,472 for general operating costs and \$18,054,748 for capital expenditures and major maintenance projects.

B. Procedure for Requesting Information and Public Records:

Any person may obtain public records for inspection or copying in accordance with the provisions of the Freedom of Information Act by submitting a written request to the DAA providing the name, address and telephone number of the applicant and describing the documents sought. DAA suggests, but shall not require, that applicants submit the request on a Request for Public Records (Form FOI 500) to the DAA's office during normal working hours. The request shall state whether any record shall be used in any form for sale, resale or solicitation or advertisement for sales or services. FOI Requests should be directed to the attention of the DAA's Freedom of Information Officer, DuPage Airport Authority, 2700 International Drive, Suite 200, West Chicago, IL 60185. The requested record will be provided promptly and in accordance with DAA Ordinance 2015-281 (an Ordinance of DAA promulgating regulations under the Freedom of Information Act). Except for unusual circumstances permitted under the Act and for records requested for a commercial purpose as defined by the Act, the record will be supplied within five (5) business days of receipt of the written request. Under certain conditions permitted by law, the DAA may extend this time limit by another five (5) business days. Records requested for a commercial purpose, as defined by the Act, will be provided in the time frame provided in the Act for such records. In the event that the Request for Public Records cannot be complied with, a written denial stating the detailed factual basis for the denial of the application or any claimed exemption(s) will be mailed to the person making the request within five (5) business days after receipt of the request or after the

extension of time, if extended. This denial notice will also include information on the right to review by the Public Access Counselor and his/her address and telephone number.

C. Fee Charged for Copies of Records:

There is no charge for the first 50 pages of black-and-white, letter-, legal- or ledger-size copies of records. Unless otherwise specified, the fee for each photocopy thereafter of a black-and-white, letter-, legal- or ledger-size item is fifteen cents (15¢) per page.

Copies of documents provided in electronic format on electronic media will be provided at the DAA's actual cost of the electronic media device(s).

Color copies and/or oversize copies will be charged at the actual cost of reproduction.

DuPAGE AIRPORT AUTHORITY

CATEGORIES OF RECORDS AVAILABLE IN AUTHORITY OFFICE

1. Information on the individual Board of Commissioners such as name, title, current term of office, appointment papers, and standing committee membership.
2. DAA budget, appropriations, expenditures, minutes of budget hearing meetings.
3. DAA Rules & Regulations and Minimum Standards.
4. Meeting schedules for all Committee and Board meetings for a given calendar year.
5. Board approved minutes of all Board and Committee meetings.
6. Board approved resolutions and ordinances.
7. Miscellaneous reports prepared by the DAA staff, provided that said reports are not in a draft or preliminary form.
8. Board approved engineering plans and specifications.
9. Board approved contracts and agreements relating to aviation services and miscellaneous aviation related records.

DuPAGE AIRPORT AUTHORITY

David Bird
Executive Director

DuPAGE AIRPORT AUTHORITY
EXHIBIT "A"
FREEDOM OF INFORMATION ACT FORMS

A-1. Request for Inspection or Copying of Public Records (FOI 500)

A-2. Approval of Request for Public Records (FOI 501)

A-3. Partial Approval of Request for Public Records (FOI 502)

A-4. Deferral of Response to Request for Public Records (FOI 503)

A-5. Denial of Request for Public Records (FOI 504)

DuPAGE AIRPORT AUTHORITY
A-1.
REQUEST FOR INSPECTION OR COPYING OF PUBLIC RECORDS

1. Identification of person requesting information:
 - a) Name: _____
 - b) Address: _____
 - c) Telephone: _____

2. Additional information relating to organization. If this request is on behalf of a public body or a business, civic or other organization, please state the following:
 - a) Name of Organization: _____
 - b) Address of Organization: _____
 - c) Office or title within organization of person requesting information: _____

3. Description of public records requested. Please describe the records requested with sufficient detail to allow DAA office personnel to determine whether such public record exists and to locate it within a reasonable time:

(If additional space is required, use the reverse side of this sheet).

4. Specify documents of which copies are requested:

5. Will any part of the requested records be used in any form for sale, resale or solicitation or advertisement for sales or services? _____

Signature

For DAA Use Only

Date Received _____ Time Received _____ Date Response Due _____

Notations regarding oral communications or other items: _____

DuPAGE AIRPORT AUTHORITY
A-2.
APPROVAL OF REQUEST FOR PUBLIC RECORDS

TO:

FROM:

Name

Name

Address

Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

Your request dated _____ for the above-captioned records has been approved.

_____ The documents you requested are enclosed.

_____ The documents will be made available upon payment of copying costs in the amount of \$_____.

_____ You may inspect the records at _____
on _____.

DAA Approval

Date

DuPAGE AIRPORT AUTHORITY
A-3.
PARTIAL APPROVAL OF REQUEST FOR PUBLIC RECORDS

TO:

FROM:

Name

Name

Address

Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

Your request dated _____ for the above-captioned records has been partially approved. Those parts of your request which have been approved:

_____ Are enclosed.

_____ Will be made available upon payment of copying costs in the amount of \$ _____.

_____ May be inspected at _____ on _____.

The following portions of your request have been denied for the reasons cited:

You have the right to review of this denial by a Public Access Counselor. The Public Access Counselor may be contacted at:

Public Access Bureau
Office of the Attorney General
500 S. Second Street
Springfield, IL 62706
217-558-0486
e-mail: publicaccess@atg.state.il.us

In requesting a review, you should include your original request as well as this denial.

DAA Freedom of Information Officers
Pamela Miller and Diane DeWitte

DuPAGE AIRPORT AUTHORITY
A-4.
DEFERRAL OF RESPONSE TO REQUEST FOR PUBLIC RECORDS

TO:

FROM:

Name

Address

Name

Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

The response to your request dated _____ for the above-captioned records must be deferred. The delay in responding to your request is in accordance with Section 3 (e) of the Freedom of Information Act, specifically:

You will be notified by _____ as to the action taken on your request. By law, a five (5) business day extension to any request for public records is permitted. The DAA will respond to your request by _____.

DAA Freedom of Information Officers
Pamela Miller and Diane DeWitte

Date

DuPAGE AIRPORT AUTHORITY
A-5.
DENIAL OF REQUEST FOR PUBLIC RECORDS

TO:

FROM:

Name

Name

Address

Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

Your request dated _____ for the above-described records has been denied for the following reasons.

_____ The request creates an undue burden on the public body in accordance with Section 3(g) of the Freedom of Information Act, and we were unable to negotiate a more reasonable request.

_____ The materials requested are exempt under Section 7 _____ of the Freedom of Information Act for the following reasons:

You have the right to review of the denial of the records you have requested by a Public Access Counselor. The Public Access Counselor may be contacted at:

Public Access Bureau
Office of the Attorney General
500 S. Second Street
Springfield, IL 62706
217-558-0486
e-mail: publicaccess@atg.state.il.us

In requesting a review, you should include your original request as well as this denial.


DAA Freedom of Information Officers
Pamela Miller and Diane DeWitte

Date



DUPAGE AIRPORT AUTHORITY

TO: DuPage Airport Authority
Board of Commissioners

FROM: David Bird 
Executive Director

RE: Proposed Resolution 2015-1900; Resolution Approving the Use of Outside Attorneys for the Year 2014.

DATE: January 5, 2015

SUMMARY:

As required by the Airport Authority's By-Laws, The Board of Commissioners each year must approve the outside attorneys to be utilized by the Airport Authority. It is recommended that Schirott, Luetkehans & Garner, LLC be retained as the general counsel attorneys for 2015. The rates for 2015 are reflected in Exhibit A of the Proposed Resolution as well as a comparison of the rates from 2014.

It is recommended that the attorney providing Human Resources legal services for the Airport Authority, SheppardMullin be retained for 2015. The rates for 2015 are reflected in Exhibit B of the Proposed Resolution as well as a comparison of the rates from 2014.

PREVIOUS COMMITTEE/BOARD ACTION:

January 15, 2014 – Annual Board Meeting. The Board of Commissioners passed Resolution 2014-1805; Resolution Approving the Use of Outside Attorneys for the Year 2014.

REVENUE OR FUNDING IMPLICATIONS:

Rates as provided have been included as part of the 2015 Budget and Appropriations for the Airport Authority.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS:

Proposed Resolution 2015-1900; Resolution Approving the Use of Outside Attorneys for the Year 2015.

ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director that the Board approve Proposed Resolution 2015-1900; Resolution Approving the Use of Outside Attorneys for the Year 2015.

RESOLUTION 2015-1900
RESOLUTION APPROVING THE USE OF OUTSIDE
ATTORNEYS FOR THE YEAR 2015

WHEREAS, the DuPage Airport Authority (hereinafter "Authority"), DuPage County, Illinois is a duly authorized and existing Special District under the laws of the State of Illinois; and

WHEREAS, the Authority has previously enacted By-Laws for its operation; and

WHEREAS, Article V of the Authority's By-Laws requires that outside auditors and attorney's for the Authority be hired and approved by the Board of Commissioners on an annual basis; and

WHEREAS, the Authority desires and deems it to be in the best interest of the Authority to appoint Schirott, Luetkehans & Garner, LLC and SheppardMullin, as its outside attorneys for the year 2015 at the hourly rates attached hereto on Exhibits A and B respectively.

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby approves the hiring of Schirott, Luetkehans & Garner, LLC and SheppardMullin as its outside attorneys for the year 2015 at the hourly rates set forth on the attached Exhibits A and B.

This Resolution shall be in full force and effect immediately upon its adoption and approval.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Peter H. Huizenga _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Gregory J. Posch _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January, 2015.

Chairman

ATTEST:

Secretary

RESOLUTION 2015-1900

EXHIBIT A

SCHIROTT LUETKEHANS & GARNER, LLC

HOURLY RATES

	<u>2014</u>	<u>2015</u>
PARTNERS	\$210	\$215
ASSOCIATES	\$180	\$185
LAW CLERKS	\$ 70	\$ 70

EXHIBIT B

SHEPPARDMULLIN

HOURLY RATES

	<u>2014</u>	<u>2015</u>
ALL ATTORNEYS	\$415	\$440



DUPAGE AIRPORT AUTHORITY

TO: DuPage Airport Authority Board of Commissioners

FROM: David Bird 
Executive Director

RE: Proposed Resolution 2015-1901; Authorizing the Execution of Professional Services Agreement with Serafin and Associates Inc. for Marketing and Communications Services

DATE: January 5, 2015

SUMMARY:

On January 15, 2014, the Airport Authority Board passed Resolution 2014-1806 authorizing the execution of an agreement with Serafin and Associates for marketing and communications services. Under this agreement Serafin and Associates produces marketing materials, press releases and coordination of events to promote the benefits of the Authority to the aviation industry and to the community. Serafin and Associates has demonstrated a high level of competence in the performance of the services contained in this agreement, and there are a number of significant projects underway that are intended to enhance the competitive position of the DuPage Airport that requires their expertise to maximize the marketing opportunities. These include the continued marketing of the DuPage Flight Center to the business aviation market, an alliance with the vertiport in Chicago, and an aggressive campaign at Prairie Landing Golf Course. Therefore it is recommended that a contract be approved for Fiscal year 2015 beginning January 1, 2015 and ending December 31, 2015 for an amount not to exceed \$42,500. This amount remains the same as 2014.

COMMITTEE/BOARD ACTION:

None

REVENUE OR FUNDING IMPLICATIONS:

Funds are available within the FY-2015 budget for this purpose.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

The Contract has been reviewed and approved by Phil Luetkehans prior to execution.

ATTACHMENTS:

Proposed Resolution 2015-1901; Authorizing the Execution of a Professional Services Agreement with Serafin and Associates Inc. for Marketing and Communications Services.

ALTERNATIVES:

None

RECOMMENDATION: I recommended approving Proposed Resolution 2015-1901; Authorizing the Execution of a Professional Services Agreement with Serafin and Associates Inc. for Marketing and Communications Services.

RESOLUTION 2015-1901

**AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT
WITH SERAFIN AND ASSOCIATES INC. FOR MARKETING AND
COMMUNICATIONS SERVICES**

WHEREAS, the DuPage Airport Authority (hereinafter "Authority") has previously entered into Professional Services Agreements with Serafin and Associates Inc. ("Serafin") for Marketing and Communications Services.

WHEREAS, Serafin has performed these services in an exemplary manner and has exhibited the expertise to continue providing these services; and

WHEREAS, the Authority wishes to enter into another Professional Services Agreement with Serafin for Marketing and Communication Services for a total not-to-exceed amount of \$42,500 for Fiscal Year 2015 beginning January 1, 2015 through December 31, 2015; and

WHEREAS, the Authority has sufficient funds in the FY-2015 Budget to fund this Professional Services Agreement for Marketing and Communication Services with Serafin.

WHEREAS, the Authority deems it into the best interests of the Authority to enter into a Professional Services Agreement for Marketing and Communication Services with Serafin.

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director of the DuPage Airport Authority be authorized and directed to execute the Professional Services Agreement with Serafin and Associates, Inc. for a total amount not-to-exceed \$42,500, and on behalf of the DuPage Airport Authority take whatever steps necessary to effectuate the terms of said Agreement.

This Resolution shall be in full force and effect immediately upon its adoption and approval.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Peter H. Huizenga _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Gregory J. Posch _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January, 2015.

Chairman


ATTEST:


Secretary

RESOLUTION 2015-1901



TO: Board of Commissioners

FROM: Mark Doles 
Director, Aviation Facilities and Properties

THROUGH: David Bird 
Executive Director

RE: Authorization of Proposed Resolution 2015-1902, Authorizing the Award of an Aviation Fuel Supply Contract

DATE: January 5, 2015

=====

SUMMARY:

The DuPage Airport Authority, through the DuPage Flight Center, is the sole supplier of aviation fuels (Jet A and 100LL) at DuPage Airport. As such, every 5 years the Authority solicits requests for proposals (“RFP”) from fuel suppliers for this contract. The current 5-year contract with Phillips 66 expires March 31, 2015.

Aviation Management Consulting Group (“AMCG”) was retained to assist in development of the RFP documents and review of those proposals. The DuPage Airport Authority received five responses to the RFP from the following suppliers:

- AvFuel
- Air BP
- Epic Aviation
- Phillips 66
- Shell Aviation

Five years ago, the Airport Authority received a total of three responses (Air BP, Chevron and Phillips 66) to the RFP.

All responses were reviewed against identical criteria, including the following:

- Qualifications
- Fuel Supply
- Fuel Pricing
- Refueling Vehicle Leasing Program
- Refueling Vehicle Maintenance Program
- Credit Card Fees
- Insurance Program

- Training Program
- Marketing Program
- Equipment Upgrades and Improvements
- Organization

A panel of five evaluators (four staff plus our consultant) ranked the proposals utilizing the following rating standards and weighting:

Fee Proposal	(40%)
Qualifications & Experience	(30%)
Marketing and Advertising	(20%)
Quality Control	(10%)

The following is a summary of the tabulation from the evaluation panel:

Evaluator	AvFuel	Air BP	Epic Aviation	Phillips 66	Shell Aviation
1	8.20	4.10	6.80	9.80	8.20
2	7.60	6.40	6.30	9.60	8.10
3	7.50	3.80	6.00	9.70	7.00
4	7.50	4.60	5.60	9.00	7.50
5	7.10	3.00	4.70	9.40	7.30
Total	37.90	21.90	29.40	47.50	38.10

Upon review of the proposals, it was the unanimous determination of the panel that Phillips 66 submitted the best overall proposal to the Authority for a 5-year contract.

PREVIOUS COMMITTEE/BOARD ACTION:

November 11, 2009 Board adopted Resolution 2009-1487 Authorizing the Executive Director and Legal Counsel to finalize and execute contract documents for the current fuel supplier contract

REVENUE OR FUNDING IMPLICATIONS:

The proposal from Phillips 66 is the most advantageous to the Airport Authority from a financial perspective. The following table summarizes all the proposals over a 5-year contract based upon current fuel volumes, anticipated gallon increases of 2.3% on Jet A, 3.0% decreases in 100LL, fuel truck leasing costs, credit card fees and cooperative marketing funding from the fuel suppliers:

	AvFuel	Air BP	Epic Aviation	Phillips 66	Shell Aviation
Differential from Lowest	+\$485,466	+ \$1,520,804	+ \$901,574	\$0	+ \$156,689

This chart depicts the cost differential between the proposals. Using the Phillips 66 proposal as the baseline, it shows the spread between Phillips and the other four proposals. Clearly, the Phillips proposal is the most beneficial proposal for the Airport Authority.

LEGAL REVIEW:

As with the previous fuel supplier contract, Authority Legal Counsel will review and approve all contract documents required. As the current fuel supplier is Phillips 66, we anticipate minimal contract revisions from the existing documents.

ATTACHMENTS:

- Proposed Resolution 2015-1902 Authorizing Award of the Aviation Fuel Supply Contract

ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director and staff that the Board approves Resolution 2015-1902, Authorizing the Award of an Aviation Fuel Supply Contract to Phillips 66, at the January 14, 2015 Board meeting.

RESOLUTION 2015-1902
AUTHORIZING THE AWARD OF THE AVIATION FUEL SUPPLY CONTRACT

WHEREAS, the DuPage Airport Authority's current aviation fuel supply contract with Phillips 66 Company ("Phillips") shall expire on March 30, 2015; and

WHEREAS, the Authority has issued a Request for Proposals ("RFP") and contracted with Aviation Management Consulting Group to assist with the preparation of the RFP documents and review of proposals received; and

WHEREAS, the Authority has received multiple proposals in response to the RFP and finds that the proposal submitted by Phillips is in the best interest of the Authority; and

NOW, THEREFORE, BE IT RESOLVED, that the DuPage Airport Authority accept the 5-year proposal submitted by Phillips; and

FURTHER, BE IT RESOLVED, that the Executive Director of the DuPage Airport Authority and legal counsel, be authorized and directed to finalize and execute contract documents, and any other necessary or desirable documents in the finalization of this award, on behalf of the DuPage Airport Authority.

This Resolution shall be in full force and effect immediately upon its adoption and approval.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Peter H. Huizenga _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Gregory J. Posch _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January 2015.

ATTEST:


CHAIRMAN


Secretary

RESOLUTION 2015-1902



TO: Board of Commissioners

FROM: Dan Barna 
Procurement Manager

THROUGH: David Bird 
Executive Director

RE: Proposed Resolution 2015-1903; Authorizing the Execution of a Contract with Kellogg, Brown and Root Services, Inc. to Remodel the Prairie Landing Golf Club Service Bar

DATE: January 5, 2015

SUMMARY:

The Airport Authority's 2014 Major Maintenance Program includes a project to remodel the service bar at the Prairie Landing Clubhouse. The service bar is utilized by both the Grille Room Restaurant and the banquet facility. The existing service bar is more than 20 years old and requires remodeling to serve the operational needs of staff, in addition to upgrading the appearance of the facility.

The remodeling project consists of new ceiling tile and grid, wall covering, service windows, countertops, cabinets, shelving and lighting.

Section 6-8 of the Airport Authority's Procurement Code and the Illinois Governmental Joint Purchasing Act (30 ILCS 525/1 et seq.) allows for the utilization of purchases made off of Contracts awarded through a joint purchasing alliance of which the Authority is a member and where the Contract was formally competed by the alliance or group.

Staff desires to utilize a Job Order Contracting ("JOC") Agreement with Kellogg, Brown and Root Services, Inc. ("KBR") to remodel the service bar. KBR was previously awarded a national cooperative contract for JOC services by the County of DuPage in conjunction with the National IPA, a joint purchasing alliance of which the Authority is a member.

Staff is in receipt of a proposal from KBR for remodeling the service bar for a total not-to-exceed cost of \$32,533.60.

PREVIOUS COMMITTEE/BOARD ACTION:

January 14, 2015 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

The total construction cost submitted by KBR is \$32,533.60, with a 10% owner's contingency of \$3,253.36, the total authorized construction cost would be \$35,786.96.

Sufficient monies exist in the 2015 Major Maintenance Budget to fund this project.

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal counsel has previously drafted the standard contract utilized for this project.

ATTACHMENTS:

- ❑ Existing Conditions.
- ❑ Proposed Resolution 2015-1903; Authorizing the Execution of a Contract with Kellogg, Brown and Root Services, Inc. to Remodel the Prairie Landing Golf Club Service Bar.
- ❑ Statement of Political Contributions.

ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director and Staff that the Board approve Proposed Resolution 2015-1903; Authorizing the Execution of a Contract with Kellogg, Brown and Root Services, Inc. to Remodel the Prairie Landing Golf Club Service Bar.

Existing Conditions: Prairie Landing Service Bar





RESOLUTION 2015-1903

Authorizing the Execution of a Contract with Kellogg, Brown and Root Services, Inc. to Remodel the Prairie Landing Golf Club Service Bar

WHEREAS, the DuPage Airport Authority (“Authority”), DuPage County, Illinois is a duly authorized and existing Airport Authority under the laws of the State of Illinois; and

WHEREAS, Section 6-8 of the Authority’s Procurement Code and the Illinois Governmental Joint Purchasing Act (30 ILCS 525/1 *et. seq.*) allows for the utilization of purchases made off of Contracts awarded through a joint purchasing alliance of which the Authority is a member and where the Contract was formally competitively bid by the alliance or group; and

WHEREAS, the County of DuPage in conjunction with the National IPA Joint Purchasing Alliance has previously awarded a national cooperative contract for Job Order Contracting (“JOC”) with Kellogg, Brown and Root Services, Inc. (“KBR”); and

WHEREAS, the Authority is a member of IPA; and

WHEREAS, the Authority is in receipt of a JOC proposal from KBR in the amount of \$32,533.60 for remodeling the Prairie Landing Golf Club Service Bar including new ceiling tile and grid, wall covering, countertop, service windows, shelving and cabinets; and

WHEREAS, the Board of Commissioners deem it to be in the best interest of the Authority to accept KBR’s proposal and enter into a contract with KBR for the work; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority be authorized to enter into a written Contract with Kellogg, Brown and Root Services, Inc. for a total cost not-to-exceed \$35,786.96, which includes a 10% owner’s contingency; and

FURTHER, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird to execute said Contract with Kellogg, Brown and Root Services, Inc. and to take whatever steps necessary to effectuate the terms of said Contract.

This resolution shall be in full force and effective immediately upon its adoption and approval.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Peter H. Huizenga _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Gregory J. Posch _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January 2015.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2015-1903

STATEMENT OF POLITICAL CONTRIBUTIONS

Kellogg-Brown & Root (KBR)
 (name of entity or individual)

860 Champions Dr
Columbia, MO 65203

 (address of entity or individual)

1. List the name and office of every elected official, as that term is defined in the DuPage Airport Authority's Procurement Policy, whom a contribution, exceeding \$150.00 total, was made to in the 24 months preceding the execution of this form. For each elected official, provide, in the space provided, the date of the contribution(s), the amount of the contribution(s) and the form of the contribution(s). If additional space is needed, please attach a separate sheet of paper containing a full and complete list.

Elected Official	Office	Date	Amount	Form
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

NOTE: If this statement of political contributions is being made on behalf of a business entity or other type of organization, a separate, additional, statement of political contributions may be required by the DuPage Airport Authority. When making this statement of political contributions in an individual capacity, you must include contribution(s) made by your spouse and dependent children. See pages 11-13 of the Procurement Policy of the DuPage Airport Authority for said requirements.


VERIFICATION:


"I declare that this statement of political contributions (including any accompanying lists of contributions) has been examined by me and to the best of my knowledge and belief is a true, correct and complete statement of my (or the entities) political contributions as required by the Procurement Policy of the DuPage Airport Authority. Further, by signing this document I authorize the DuPage Airport Authority to disclose this information as it sees fit."

06 Jan 2015 *Thom Scott* Mid-West Regional Operations Manager
 (date) (signature) title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna 
Procurement Manager

THROUGH: David Bird 
Executive Director

RE: Proposed Resolution 2015-1904; Authorizing the Execution of Task Order No. 27 with CH2M Hill, Inc. for Design Phase Services: Mill and Overlay Keil Road, Crack Repair Tower Road Parking Lot

DATE: January 5, 2015

SUMMARY:

The Airport Authority's 2015 Capital Budget includes a project to mill and overlay Keil Road including crack repair in parking lots adjacent to Tower Road. The base project is the mill and overlay of Keil Road, which will address deteriorated pavement that is more than 20 years old and beyond repair. The crack repairs will address an 810 foot x 75 foot swath of asphalt parking lot pavement using backer rod and slurry mix crack fill material. A project alternate will be designed for replacement of four (4) speed tables and associated signage.

Staff is in receipt of a Task Order from CH2M Hill, Inc. for design phase services related to this project. Design phase services will include preparation of plans, specifications and bidding documents. The fee for design phase services is a not-to-exceed cost of \$24,000.

PREVIOUS COMMITTEE/BOARD ACTION:

January 14, 2015 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

The total not-to-exceed design fee submitted by CH2M Hill is \$24,000. \$170,100 is included in the 2015 Capital Budget to fund this project.

STAKEHOLDER PROCESS:

None.

LEGAL REVIEW:

Standard form task order will be utilized.

ATTACHMENTS:

- Existing Conditions
- Proposed Resolution 2015-1904; Authorizing the Execution of Task Order No. 27 with CH2M Hill, Inc. for Design Phase Services: Mill and Overlay Keil Road, Crack Repair Tower Road Parking Lot.

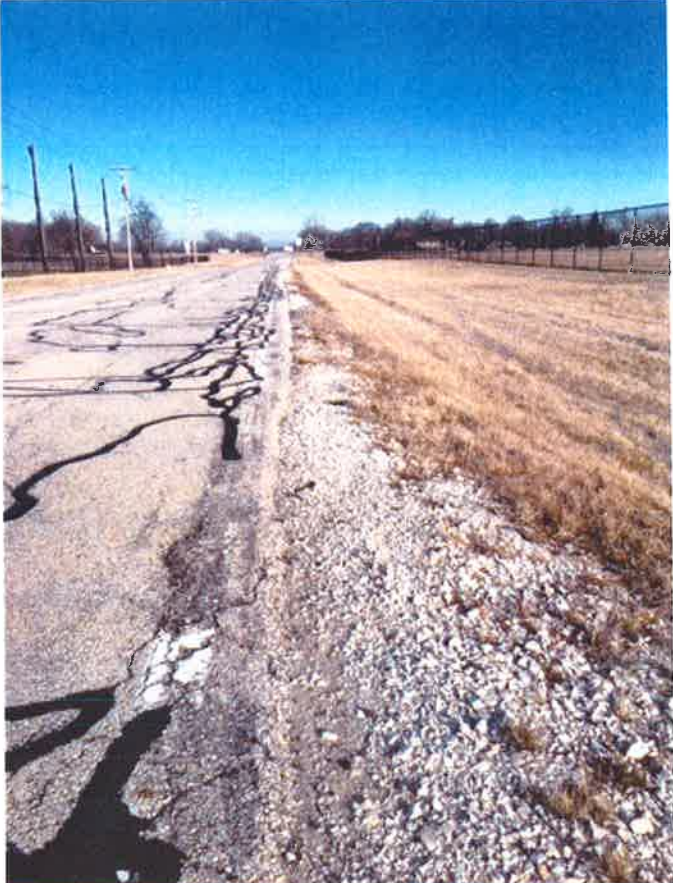
ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director and Staff that the Board approve Proposed Resolution 2015-1904; Authorizing the Execution of Task Order No. 27 with CH2M Hill, Inc. for Design Phase Services: Mill and Overlay Keil Road, Crack Repair Tower Road Parking Lot.

Existing Conditions: Keil Road and Tower Road Parking Lot Cracks



Existing Conditions: Speed Tables



RESOLUTION 2015-1904

Authorizing the Execution of Task Order No. 27 with CH2M Hill, Inc. Design Phase Services for the Project: Mill and Overlay Keil Road – Crack Repair Tower Road Parking Lot

WHEREAS, the DuPage Airport Authority, an Illinois Special District (“Authority”), previously selected CH2M Hill, Inc. (“CH2M Hill”) to provide planning, design and construction services for various construction projects pursuant to the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq. (the "Act");

WHEREAS, the Authority expects to pursue the accomplishment of a project described as Mill and Overlay Keil Road – Crack Repair Tower Road Parking Lot (the "Project"); and

WHEREAS, the Authority has previously entered into a Contract with CH2M Hill for work at the DuPage Airport and is in receipt of Task Order No. 27 from CH2M Hill for Design Phase Services for said Project for a total not-to-exceed amount of \$24,000.00; and

WHEREAS, the Authority finds that the cost to provide said services is reasonable and deems it to be in the best interest of the Authority to enter into Task Order No. 27 with CH2M Hill for such services.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird to execute Task Order No. 27 with CH2M Hill, Inc., and to take whatever steps necessary to effectuate the terms of said Task Order on behalf of the Authority.

This resolution shall be in full force and effective immediately upon its adoption and approval.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Peter H. Huizenga _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Gregory J. Posch _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January, 2015.

CHAIRMAN


(ATTEST)

SECRETARY



DUPAGE AIRPORT
AUTHORITY

TO: Board of Commissioners

FROM: David Bird 
Executive Director

RE: Proposed Resolution 2015-1905; Authorizing the Execution of Task Order No. 30
with CH2M Hill, Inc. for Program Management Services.

DATE: January 5, 2015

SUMMARY:

The Airport Authority has adopted one of the most aggressive capital improvement programs for airports our size in the country. In 2015 we will be engaged in projects that aggregate exceed \$18 million, including the construction of a 30,000 square foot hangar, construction of airport perimeter roadways, and significant maintenance projects to various facilities. In order to establish the highest possible standards of project administration for our CIP and to ensure that our funds are expended in the most efficient way possible, I am recommending a task order with CH2M Hill for the purpose of program management.

Under this task order CH2M Hill will facilitate the Airport Authority's weekly CIP meetings, ensure milestone completion, monitor project expenditures and support financial forecasting. In addition, CH2M Hill will assist in identifying sources of federal and state grants, including grant application and will coordinate Transportation Improvement Program submittals with the Illinois Division of Aeronautics.

In the absence of having a professional engineer on staff, this task order will provide this function and serve as the Airport Authority's advocate as the projects proceed throughout 2015. This will significantly enhance the staff's ability to manage the projects from an operation and safety aspect and concurrently provided a higher level of professional expertise in the contract administration processes.

PREVIOUS COMMITTEE/BOARD ACTION:

January 14, 2015 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

A budget not-to-exceed \$94,000 has been established for 2015. Sufficient funds have been included in the 2015 Budget and Appropriations.

STAKEHOLDER PROCESS:

None.

LEGAL REVIEW:

Standard form task order will be utilized.

ATTACHMENTS:

- Proposed Resolution 2015-1905; Authorizing the Execution of Task Order No. 30 with CH2M Hill, Inc. for Program Management Services.

ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director and Staff that the Board approve Proposed Resolution 2015-1905; Authorizing the Execution of Task Order No. 30 with CH2M Hill, Inc. for Program Management Services.

RESOLUTION 2015-1905

Authorizing the Execution of Task Order No. 30 with CH2M Hill, Inc. for Program Management Services

WHEREAS, the DuPage Airport Authority, an Illinois Special District (“Authority”), previously selected CH2M Hill, Inc. (“CH2M Hill”) to provide planning, design and construction services for various construction projects pursuant to the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq. (the "Act");

WHEREAS, the Authority has previously entered into a Contract with CH2M Hill for work at the DuPage Airport and expects to pursue the accomplishment of a project described as Capital Improvement Program Management Services (the "Project"); and

WHEREAS, the Authority is in receipt of Task Order No. 30 from CH2M Hill for Program Management Services for 2015 capital improvements for a total not-to-exceed amount of \$94,000.00 ; and

WHEREAS, the Authority finds the cost for said services to be reasonable and deem it to be in the best interest of the Authority to enter into Task Order No. 30 with CH2M Hill. for such services.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird to execute Task Order No. 30 with CH2M Hill, and to take whatever steps necessary to effectuate the terms of said Task Order on behalf of the Authority.

This resolution shall be in full force and effective immediately upon its adoption and approval.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Peter H. Huizenga _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Gregory J. Posch _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January, 2015.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2015-1906
AUTHORIZING PUBLICATION OF NOTICE REQUESTING OFFERS TO
PURCHASE AUTHORITY PROPERTY

WHEREAS, the DuPage Airport Authority owns an a certain 25.065 acre parcel of real property described in the attached Exhibit A (the “Subject Property”) in fee simple interest; and

WHEREAS, the Authority has reviewed the Subject Property and the Authority’s short and long term needs and finds that the Subject Property is no longer needed by, appropriate to, required for the use of, or profitable to the Authority and therefore finds that the continued ownership of the Subject Property is not in the best interest of the Authority; and

WHEREAS, the Authority has estimated the value of the Subject Property and finds that said value exceeds \$1,000.00; and

WHEREAS, the Authority deems it in the best interests of the Authority and the general public to negotiate for the sale of all or a portion of the Subject Property, pursuant to 70 ILCS 5/16.1, subject to certain conditions to ensure that the future use of the Subject Property does not interfere with the objectives of the Authority.

NOW, THEREFORE, BE IT RESOLVED, THAT:

1) Pursuant to 70 ILCS 5/16.1, the Executive Director is authorized and directed to take whatever steps necessary to publish the Authority’s intention to accept offers and negotiate for the sale of all or a portion of the Subject Property, which the Board hereby deems to be in the best interests of the Authority considering its future needs and objectives, subject to the following deed restrictions and other matters:

- a. The Purchaser shall file a notice consistent with the requirements of Federal Aviation Regulation ("FAR") Part 77 (FAA Form 7460-1) prior to constructing any facility, structure, or other item on the Subject Property and the Subject Property shall remain in compliance with FAR Part 77 at all times; and
- b. The Subject Property shall remain subject the Intergovernmental Agreement, dated March 22, 2001, by and between the Authority and the City of West Chicago, Illinois, as amended by Resolution No. 2005-1176 enacted by Seller on August 8, 2005, and Resolution No. 05-R-0092 enacted by the City of West Chicago, Illinois on August 15, 2005, and all subsequent amendments thereto including, but not limited to Exhibit C to the Intergovernmental Agreement; and
- c. The Subject Property shall at all times comply with the current Section 10.5 of the Zoning Ordinance of the City of West Chicago, Illinois, except as agreed to in writing by the DuPage Airport Authority; and
- d. The Subject Property shall remain subject to the terms and conditions of The Amended and Restated Agreement to Develop and Lease dated as of May 1, 2012, and any amendments thereto, between the Authority and CenterPoint Properties Trust, including, but not limited to the Minimum Design Standards set forth therein; and

- e. A restriction shall be placed on the deed conveying the Subject Property which shall reserve for the Authority all air rights over the Subject Property; and
- f. The Purchaser shall execute and deliver to the Authority at closing, an Avigation Easement acceptable to the Authority which grants to the Authority all air rights over the Subject Property and waives all claims to said air rights; and
- g. The Declaration of Covenants, Conditions, Restrictions and Easements for DuPage Business Center recorded in the Office of the DuPage County Recorder, DuPage County, Illinois on August 10, 2012 as Document Number R2012-105089 and re-recorded on October 2, 2012 as Document Number R2012-137015, along with the First Amendment to same recorded on December 24, 2014 as Document Number R2014-121800.

- 2) All offers to purchase the Subject Property shall be made in writing to the Executive Director within ten days of the publication of the notice and shall contain an offer amount and the legal description of the real property sought to be purchased; and
- 3) The Executive Director is authorized to negotiate with any qualified offerors and bring a proposed sales contract to the Board for consideration and possible action; and
- 4) The Board reserves the right not to sell any or all of the Subject Property.

This Resolution shall be in full force and effect immediately upon its adoption and approval.

Juan E. Chavez _____
 Stephen L. Davis _____
 Charles E. Donnelly _____
 Peter H. Huizenga _____

Gina R. LaMantia _____
 Michael Ledonne _____
 Gregory J. Posch _____
 Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January, 2015.

 CHAIRMAN

 SECRETARY

RESOLUTION 2015-1906

EXHIBIT A

THAT PART OF THE NORTHWEST QUARTER OF SECTION 18, TOWNSHIP 39 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS:
COMMENCING AT THE WESTERLY MOST CORNER OF DUPAGE NATIONAL TECHNOLOGY PARK – SOUTH ASSESSMENT PLAT LOT 2, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 10, 2007 AS DOCUMENT NUMBER R2007-184627, ALSO BEING A POINT ON THE SOUTHEASTERLY LINE OF ENTERPRISE CIRCLE, ACCORDING TO THE PLAT RECORDED JULY 17, 2007 AS DOCUMENT R2007-131936; THENCE SOUTHWESTERLY 192.41 FEET ALONG SAID SOUTHEASTERLY LINE OF SAID ENTERPRISE CIRCLE, BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 385.08 FEET AND WHOSE CHORD BEARS SOUTH 75 DEGREES 42 MINUTES 38 SECONDS WEST 190.42 FEET TO A POINT OF TANGENCY IN SAID SOUTHEASTERLY LINE; THENCE NORTH 00 DEGREES 01 MINUTES 29 SECONDS EAST, DEPARTING FROM SAID SOUTHEASTERLY LINE OF ENTERPRISE CIRCLE A DISTANCE OF 70.17 FEET TO A POINT ON THE NORTH LINE OF SAID ENTERPRISE CIRCLE, SAID POINT BEING A POINT OF CURVATURE ON SAID NORTH LINE AND THE POINT OF BEGINNING; THENCE NORTH 89 DEGREES 58 MINUTES 31 SECONDS WEST ALONG THE NORTHERLY LINE OF SAID ENTERPRISE CIRCLE 685.58 FEET TO A POINT OF CURVATURE; THENCE NORTHWESTERLY 494.54 FEET ALONG SAID NORTHERLY LINE AND EASTERLY LINE OF SAID ENTERPRISE CIRCLE, BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 314.83 FEET AND WHOSE CHORD BEARS NORTH 44 DEGREES 58 MINUTES 31 SECONDS WEST 445.24 FEET TO A POINT OF TANGENCY; THENCE NORTH 00 DEGREES 01 MINUTES 29 SECONDS EAST ALONG SAID EASTERLY LINE 250.17 FEET TO A POINT OF CURVATURE; THENCE NORTHEASTERLY 494.54 FEET ALONG EASTERLY LINE AND THE SOUTHERLY LINE OF SAID ENTERPRISE CIRCLE, BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 314.83 FEET AND WHOSE CHORD BEARS NORTH 45 DEGREES 01 MINUTES 29 SECONDS EAST 445.24 FEET TO A POINT OF TANGENCY; THENCE SOUTH 89 DEGREES 58 MINUTES 31 SECONDS EAST ALONG SAID SOUTHERLY LINE 919.99 FEET TO A POINT OF CURVATURE; THENCE EASTERLY 22.76 FEET ALONG SAID SOUTHERLY LINE, BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 183.42 FEET AND WHOSE CHORD BEARS SOUTH 86 DEGREES 25 MINUTES 11 SECONDS EAST 22.75 FEET TO A POINT OF COMPOUND CURVATURE; THENCE SOUTHEASTERLY 66.37 FEET ALONG SAID SOUTHERLY LINE BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 53.42 FEET AND WHOSE CHORD BEARS SOUTH 47 DEGREES 15 MINUTES 59 SECONDS EAST 62.19 FEET TO A POINT OF COMPOUND CURVATURE; THENCE SOUTHERLY 119.07 FEET ALONG THE WESTERLY LINE OF SAID ENTERPRISE CIRCLE BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 583.42 FEET AND WHOSE CHORD BEARS SOUTH 05 DEGREES 49 MINUTES 19 SECONDS EAST 118.86 FEET TO A POINT OF TANGENCY; THENCE SOUTH 00 DEGREES 01 MINUTES 29 SECONDS WEST ALONG SAID WESTERLY LINE 403.08 FEET TO A POINT OF CURVATURE; THENCE SOUTHWESTERLY 494.67 FEET ALONG THE NORTHWESTERLY LINE OF SAID ENTERPRISE CIRCLE BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 314.92 FEET AND WHOSE CHORD BEARS SOUTH 45 DEGREES 01 MINUTES 29 SECONDS WEST 445.36 FEET TO THE POINT OF BEGINNING, IN DUPAGE COUNTY, ILLINOIS.

Commonly known as: 2500 Enterprise Circle, West Chicago, Illinois

Part of PIN: 04-18-101-001

RESOLUTION 2015-1907

APPROVING VACANT LAND PURCHASE AGREEMENT WITH CENTERPOINT PROPERTIES TRUST FOR 2500 ENTERPRISE CIRCLE (PROJECT STEEL)

WHEREAS, the DuPage Airport Authority (the "Authority") owns an approximately 25.065 acre parcel of property in the DuPage Business Center, which parcel is commonly known as 2500 Enterprise Circle, West Chicago, Illinois, described in the attached Exhibit A, (the "Subject Property") in fee simple interest; and

WHEREAS, the Authority has reviewed the real property it owns and the Authority's short and long term needs and determined that the Subject Property is no longer needed by or required for Authority use; and

WHEREAS, pursuant to Article 16.1 of the Illinois Airport Authorities Act, the Authority will offer the Subject Property for sale to the general public; and

WHEREAS, the Authority and CenterPoint Properties Trust have negotiated a Purchase Agreement attached hereto as Exhibit B for the sale of the Subject Property; and

WHEREAS, if CenterPoint Properties Trust is the successful bidder when the Authority offers the Subject Property for sale to the general public, the Authority deems it in the best interests of the Authority and the general public to enter into the Purchase Agreement for the sale of the Subject Property, subject to the conditions contained in said Agreement.

NOW THEREFORE BE IT RESOLVED, that if CenterPoint Properties Trust is the successful bidder when the Authority offers the Subject Property for sale to the general public, the Authority hereby agrees to enter into the Purchase Agreement attached hereto as Exhibit B and authorizes the Executive Director of the Authority to execute same and take whatever steps necessary to effectuate the terms of said Agreement on behalf of the Authority.

This Resolution shall be in full force and effect immediately upon its adoption and approval.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Peter H. Huizenga _____

Gina R. LaMantia _____
Michael Ledonne _____
Gregory J. Posch _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January, 2015.

CHAIRMAN

SECRETARY
RESOLUTION 2015-1907

EXHIBIT A - LEGAL DESCRIPTION OF PROPERTY

THAT PART OF THE NORTHWEST QUARTER OF SECTION 18, TOWNSHIP 39 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS:
COMMENCING AT THE WESTERLY MOST CORNER OF DUPAGE NATIONAL TECHNOLOGY PARK – SOUTH ASSESSMENT PLAT LOT 2, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 10, 2007 AS DOCUMENT NUMBER R2007-184627, ALSO BEING A POINT ON THE SOUTHEASTERLY LINE OF ENTERPRISE CIRCLE, ACCORDING TO THE PLAT RECORDED JULY 17, 2007 AS DOCUMENT R2007-131936; THENCE SOUTHWESTERLY 192.41 FEET ALONG SAID SOUTHEASTERLY LINE OF SAID ENTERPRISE CIRCLE, BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 385.08 FEET AND WHOSE CHORD BEARS SOUTH 75 DEGREES 42 MINUTES 38 SECONDS WEST 190.42 FEET TO A POINT OF TANGENCY IN SAID SOUTHEASTERLY LINE; THENCE NORTH 00 DEGREES 01 MINUTES 29 SECONDS EAST, DEPARTING FROM SAID SOUTHEASTERLY LINE OF ENTERPRISE CIRCLE A DISTANCE OF 70.17 FEET TO A POINT ON THE NORTH LINE OF SAID ENTERPRISE CIRCLE, SAID POINT BEING A POINT OF CURVATURE ON SAID NORTH LINE AND THE POINT OF BEGINNING; THENCE NORTH 89 DEGREES 58 MINUTES 31 SECONDS WEST ALONG THE NORTHERLY LINE OF SAID ENTERPRISE CIRCLE 685.58 FEET TO A POINT OF CURVATURE; THENCE NORTHWESTERLY 494.54 FEET ALONG SAID NORTHERLY LINE AND EASTERLY LINE OF SAID ENTERPRISE CIRCLE, BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 314.83 FEET AND WHOSE CHORD BEARS NORTH 44 DEGREES 58 MINUTES 31 SECONDS WEST 445.24 FEET TO A POINT OF TANGENCY; THENCE NORTH 00 DEGREES 01 MINUTES 29 SECONDS EAST ALONG SAID EASTERLY LINE 250.17 FEET TO A POINT OF CURVATURE; THENCE NORTHEASTERLY 494.54 FEET ALONG EASTERLY LINE AND THE SOUTHERLY LINE OF SAID ENTERPRISE CIRCLE, BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 314.83 FEET AND WHOSE CHORD BEARS NORTH 45 DEGREES 01 MINUTES 29 SECONDS EAST 445.24 FEET TO A POINT OF TANGENCY; THENCE SOUTH 89 DEGREES 58 MINUTES 31 SECONDS EAST ALONG SAID SOUTHERLY LINE 919.99 FEET TO A POINT OF CURVATURE; THENCE EASTERLY 22.76 FEET ALONG SAID SOUTHERLY LINE, BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 183.42 FEET AND WHOSE CHORD BEARS SOUTH 86 DEGREES 25 MINUTES 11 SECONDS EAST 22.75 FEET TO A POINT OF COMPOUND CURVATURE; THENCE SOUTHEASTERLY 66.37 FEET ALONG SAID SOUTHERLY LINE BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 53.42 FEET AND WHOSE CHORD BEARS SOUTH 47 DEGREES 15 MINUTES 59 SECONDS EAST 62.19 FEET TO A POINT OF COMPOUND CURVATURE; THENCE SOUTHERLY 119.07 FEET ALONG THE WESTERLY LINE OF SAID ENTERPRISE CIRCLE BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 583.42 FEET AND WHOSE CHORD BEARS SOUTH 05 DEGREES 49 MINUTES 19 SECONDS EAST 118.86 FEET TO A POINT OF TANGENCY; THENCE SOUTH 00 DEGREES 01 MINUTES 29 SECONDS WEST ALONG SAID WESTERLY LINE 403.08 FEET TO A POINT OF CURVATURE; THENCE SOUTHWESTERLY 494.67 FEET ALONG THE NORTHWESTERLY LINE OF SAID ENTERPRISE CIRCLE BEING A CURVE TO THE RIGHT HAVING A RADIUS OF 314.92 FEET AND WHOSE CHORD BEARS SOUTH 45 DEGREES 01 MINUTES 29 SECONDS WEST 445.36 FEET TO THE POINT OF BEGINNING, IN DUPAGE COUNTY, ILLINOIS.

COMMON ADDRESS: 2500 ENTERPRISE CIRCLE
 DUPAGE BUSINESS CENTER
 WEST CHICAGO, ILLINOIS

PART OF PIN: 04-18-101-001

MEMORANDUM

TO: Board of Commissioners
DuPage Airport Authority

FROM: Phillip A. Luetkehans

DATE: January 8, 2015

RE: Project Steel Revised Concept Plan Application (2500 Enterprise Circle)

As you will recall, CenterPoint recently submitted a Concept Plan Application to the DuPage Airport Authority (the "DAA") for a site south of Fabyan and inside of Enterprise Circle for a project being called Project Steel. On November 14, 2014, the DAA approved this Concept Plan with certain conditions as set forth in the Resolution. Since that date, CenterPoint has submitted a Revised Concept Plan (attached to this memo) for DAA approval due to the soil conditions on the site. The Revised Concept Plan is now oriented to the west side of the project site, instead of the east side as previously requested. Under our agreement with CenterPoint and the City of West Chicago, the Revised Concept Plan was submitted in time for review at the DAA's January 14, 2015 Board Meeting. The Revised Concept Plan is being provided to you with this memo. This Revised Concept Plan, due to its location in the park and other issues, requires the same deviations from the West Chicago Zoning Ordinance ("Section 10.5") and the Minimum Design Standards for the Park as did the original Concept Plan.

The deviations/variations requested from Section 10.5 of the West Chicago Zoning Ordinance are as follows:

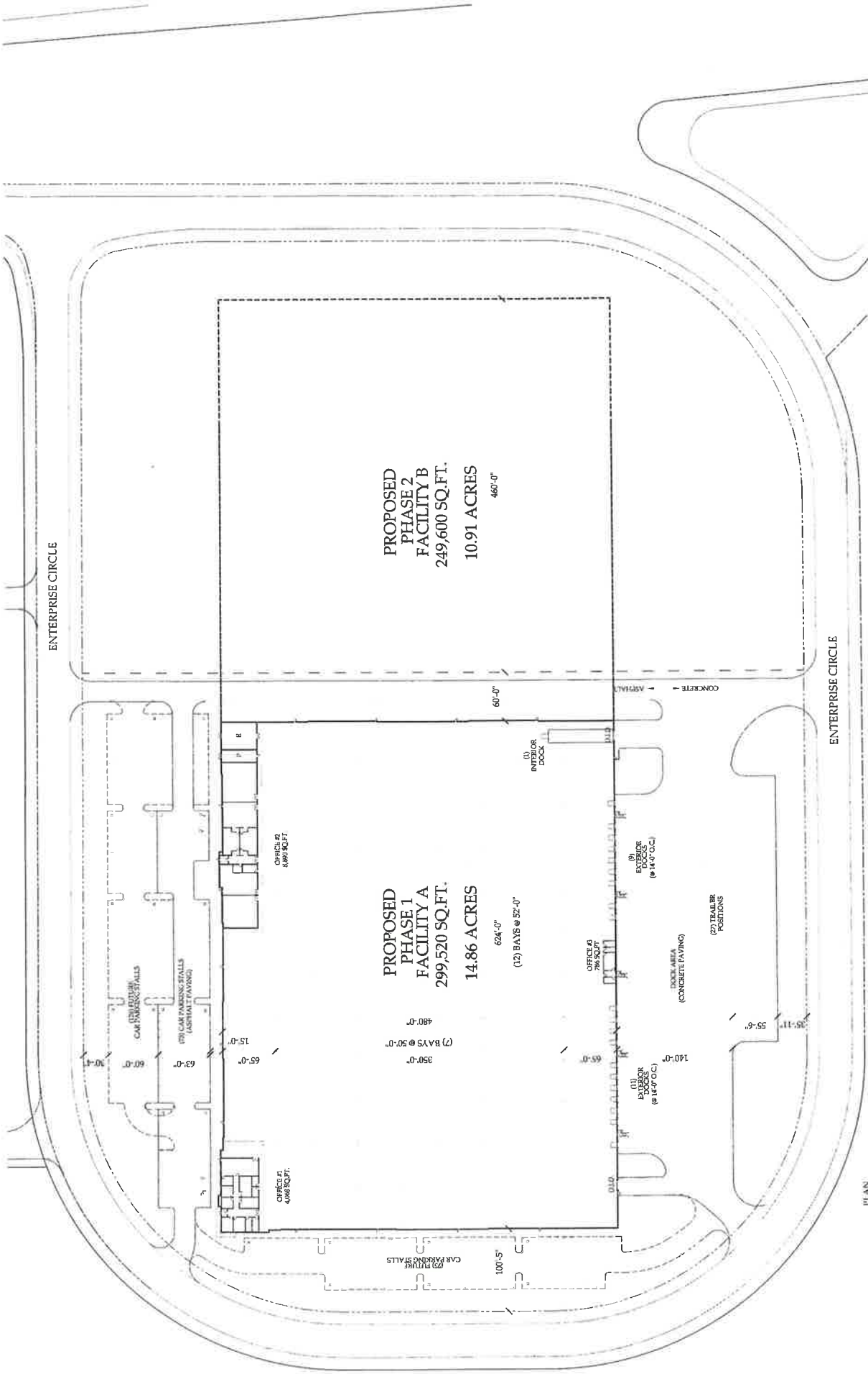
1. Modification of maximum building height from 40 feet to 44 feet - we are recommending a permanent change to 50 foot maximum building height in light industrial buildings, with no more than 10 additional feet in appurtenances on top of any building no matter the classification of building.
2. Allowing loading and servicing of vehicles between the building and street on the south side of this parcel – site specific relief only.
3. Allowing storage of vehicles in the exterior side yard (here the south side of the parcel) – we are recommending a permanent change to allow storage of vehicles in the exterior side yard in the south portion of the park only.
4. Allowing loading spaces to be located closer to any public-right-of-way than the façade of the building facing such right-of-way – site specific relief only.
5. Allowing landbanking of parking on the subject property greater than the previously approved 35% - we are recommending this be a permanent change.

The deviation requested from the Minimum Design Standards is as follows:

1. Allowing more than 30% of the required parking in front of the street facing façade of the building – site specific relief only.

The site specific changes will be agreed to by your approval of the Concept Plan if that is the Board's wish. The site specific changes are necessary due to the fact that this particular parcel is surrounded by a street on three sides. The permanent changes are the same as previously approved by the Board at the November meeting. It is my understanding that those were approved by the City of West Chicago at its January 5, 2015 Board Meeting.

This law firm recommends approval of the Concept Plan for 2500 Enterprise Circle with the conditions set forth in the Resolution.



RESOLUTION 2015-1908

APPROVING THE REVISED CONCEPT PLAN FOR 2500 ENTERPRISE CIRCLE

WHEREAS, on May 1, 2012, the DuPage Airport Authority (the “DAA”) and CenterPoint Properties Trust (“CNT”) entered into an Amended and Restated Agreement to Develop and Lease (the “Agreement”) relating to the property commonly known as the DuPage Business Center;

WHEREAS, pursuant to the Zoning and Site Plan Approval Process (Exhibit C to the Intergovernmental Agreement between West Chicago and the DAA), CNT can seek Concept Plan approval of proposed developments in the DuPage Business Center;

WHEREAS, CNT previously submitted, and the DAA approved, a Concept Plan dated November 5, 2014 for the property located at 2500 Enterprise Circle in the DuPage Business Center (the “Subject Property”);

WHEREAS, CNT has submitted a Revised Concept Plan dated December 4, 2014 and attached hereto as Exhibit A (“Revised Concept Plan”) for the Subject Property which re-orientes the building in a different direction; and

WHEREAS, the DAA deems it to be in the best interests of the DAA to approve the Revised Concept Plan subject to the following conditions:

- a. approval of the Revised Concept Plan and any necessary variations by the City of West Chicago;
- b. additional landscaping as approved by the DAA Board of Commissioners at the time of Development Plan review and approval;
- c. the providing of further information to the DAA (including the name of the tenant of the property) at the time of review and approval of the Development Plan;
- d. approval of modifications to Section 10.5 of the West Chicago Zoning Ordinance as approved by the DAA and the City of West Chicago;
- e. execution of the First Amendment to the Agreement by CNT and the DAA; and
- f. execution of the First Amendment to Declaration of Covenants, Conditions, Restrictions and Easements for DuPage Business Center by CNT and the DAA.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby approves the Revised Concept Plan dated December 4, 2014 attached hereto as Exhibit A subject to the following conditions:

- a. approval of the Revised Concept Plan and any necessary variations by the City of West Chicago;
- b. additional landscaping as approved by the DAA Board of Commissioners at the time of Development Plan review and approval;
- c. the providing of further information to the DAA (including the name of the tenant of the property) at the time of review and approval of the Development Plan;

- d. approval of modifications to Section 10.5 of the West Chicago Zoning Ordinance as approved by the DAA and the City of West Chicago;
- e. execution of the First Amendment to the Agreement by CNT and the DAA; and
- f. execution of the First Amendment to Declaration of Covenants, Conditions, Restrictions and Easements for DuPage Business Center by CNT and the DAA.

This Resolution shall be in full force and effect immediately upon its adoption and approval.

Juan E. Chavez _____
 Stephen L. Davis _____
 Charles E. Donnelly _____
 Peter H. Huizenga _____

Gina R. LaMantia _____
 Michael Ledonne _____
 Gregory J. Posch _____
 Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January, 2015.

 CHAIRMAN

 SECRETARY

RESOLUTION 2015-1908

MEMORANDUM

TO: Board of Commissioners
DuPage Airport Authority

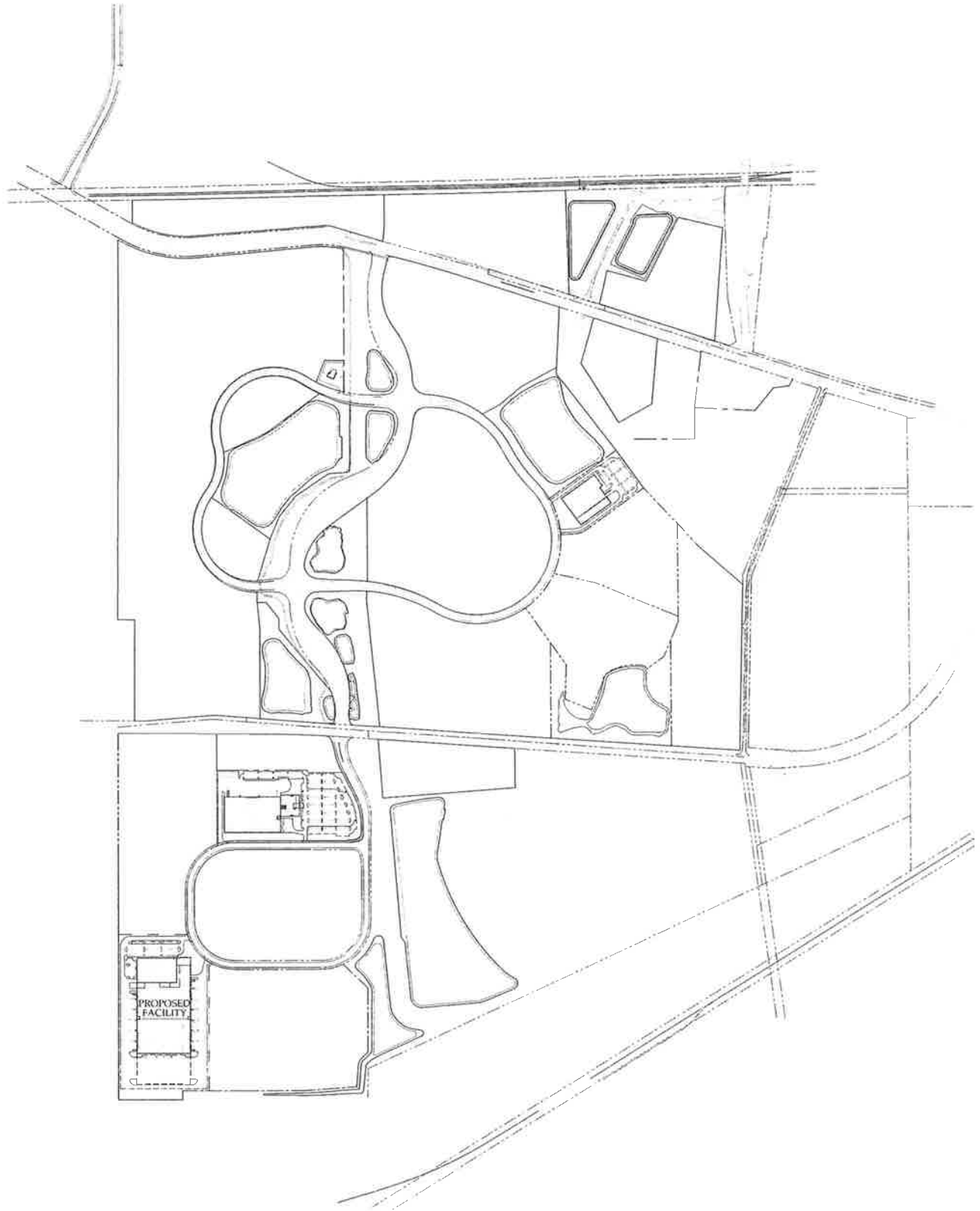
FROM: Phillip A. Luetkehans

DATE: January 8, 2015

RE: Project Spectrum Concept Plan Application (2560 Enterprise Circle)

CenterPoint has recently submitted a Concept Plan for DAA approval for Project Spectrum located at 2560 Enterprise Circle. This property is located in the portion of the DuPage Business Center south of Fabyan and at the far southwest corner of the Park. Under our agreement with CenterPoint and the City of West Chicago, the Revised Concept Plan was submitted in time for review at the DAA's January 14, 2015 Board Meeting. A copy of the Concept Plan is being provided to you with this memo. This Concept Plan requires no variations or deviations from the West Chicago Zoning Ordinance ("Section 10.5") or the Minimum Design Standards for the Park. One concern that has been raised with CenterPoint by this office is the possibility of lining up the curb cuts from this project with those in Project Steel. The Minimum Design Standards require this where possible, and from the drawings we have we cannot be sure whether they are lined up or not. I have asked Ed Harrington to look into this issue for us and am awaiting his response.

Other than that one outstanding issue, this law firm recommends approval of the Concept Plan for 2560 Enterprise Circle as set forth in the Resolution.



RESOLUTION 2015-1909

APPROVING THE CONCEPT PLAN FOR 2560 ENTERPRISE CIRCLE

WHEREAS, on May 1, 2012, the DuPage Airport Authority (the “DAA”) and CenterPoint Properties Trust (“CNT”) entered into an Amended and Restated Agreement to Develop and Lease (the “Agreement”) relating to the property commonly known as the DuPage Business Center;

WHEREAS, pursuant to the Zoning and Site Plan Approval Process (Exhibit C to the Intergovernmental Agreement between West Chicago and the DAA), CNT can seek Concept Plan approval of proposed developments in the DuPage Business Center;

WHEREAS, CNT has submitted a Concept Plan dated December 17, 2014 and attached hereto as Exhibit A; and

WHEREAS, the DAA deems it to be in the best interests of the DAA to approve the Concept Plan subject to the approval of the Concept Plan and any necessary variations by the City of West Chicago.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby approves the Concept Plan dated December 17, 2014 attached hereto as Exhibit A subject to the approval of the Concept Plan and any necessary variations by the City of West Chicago.

This Resolution shall be in full force and effect immediately upon its adoption and approval.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Peter H. Huizenga _____

Gina R. LaMantia _____
Michael Ledonne _____
Gregory J. Posch _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 14th day of January, 2015.

CHAIRMAN

SECRETARY

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