



BOARD OF COMMISSIONERS  
REGULAR MEETING  
WEDNESDAY, MAY 20, 2015; 3:00 p.m.

DUPAGE AIRPORT FLIGHT CENTER  
2700 INTERNATIONAL DRIVE  
WEST CHICAGO, ILLINOIS 60185

TENTATIVE AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. APPROVAL OF MINUTES TAB #1 PAGE #4  
March 18, 2015 Regular Board Meeting  
April 9, 2015 Special Board Meeting  
March 4, 2015 Internal Policy and Compliance Committee Meeting  
March 18, 2015 Finance, Budget and Audit Committee Meeting  
March 18, 2015 Capital Development, Leasing and  
Customer Fees Committee Meeting
5. DIRECTOR'S REPORT TAB #2 PAGE #29
6. REVIEW OF FINANCIAL STATEMENTS TAB #3 PAGE #33
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. NEW BUSINESS
  - a. Presentation and Review of the Annual Financial Audit.  
*Finance Committee (Audit Reports Provided Under Separate Cover)*
  - b. Proposed Ordinance 2015-284; An Ordinance Enacting a Revised DuPage Airport  
Authority Employee Handbook.  
*Policy Committee* TAB #4 PAGE #43

- c. Proposed Resolution 2015-1941; Authorizing the Execution of a Non Federal Reimbursable Agreement Between the Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to Provide Airport Traffic Control (ATC) Services at the DuPage Air Traffic Control Tower.**  
*Approves an Agreement between the Federal Aviation Administration ("FAA") and the DuPage Airport Authority whereby the FAA will provide staffing of the DuPage Air Traffic Control Tower from 10:00PM to 6:00AM for the period of October 1, 2015 through September 30, 2016. Total authorized cost of \$477,898.37.*  
**Finance Committee** **TAB #5** **PAGE #46**
- d. Proposed Resolution 2015-1942; Resolution for the Disposal/Destruction of Surplus Personal Property.**  
*Approves the disposition of surplus property by internet auction. Items include a 1991 John Deere Tractor, 1995 Chevy Pickup Truck, and 2003 Chevy Van.*  
**Finance Committee** **TAB #6** **PAGE #50**
- e. Proposed Resolution 2015-1943; Award of Contract to Excel Mechanical Services, LLC. for Heat and A/C Unit Replacement at the Travel Express and American Flyers Hangars.**  
*Approves a Contract for replacement of two (2) A/C units at the Travel Express Hangar and four (4) heat and A/C split system units at the American Flyers Hangar. Total authorized construction cost of \$54,444.50, which includes a 10% owner's contingency.*  
**Finance Committee** **TAB #7** **PAGE #56**
- f. Proposed Resolution 2015-1945; Award of Contract to Gate Options for Replacement of Three (3) Electric Gate Operators.**  
*Approves a Contract for replacement of three (3) Hy-Security electric gate operators, drive rails and loop detectors. Total authorized construction cost of \$42,714, which includes a 5% owner's contingency.*  
**Finance Committee** **TAB #8** **PAGE #64**
- g. Proposed Resolution 2015-1944; Authorizing the Execution of Change Order No. 1 with K-Plus Mechanical, Inc. for Fuel Farm Upgrades.**  
*Approves a \$125,908 Change Order for excavation and repair of failed underground secondary containment fuel piping. Increases existing Contract from \$303,955 to \$429,863, total authorized construction cost not-to-exceed \$475,456.25, which includes a 15% owner's contingency.*  
**Capital Development Committee** **TAB #9** **PAGE #70**
- h. Proposed Resolution 2015-1946; Ratification of the Executive Director's Execution of a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. for Civil Design, Storm Water and Wetland Consulting Services-Pond 1 Modification to provide PCBMPs at the DuPage Business Center.**  
*Ratification of a Professional Services Agreement with Christopher Burke Engineering to provide storm water and consulting services for the DuPage Business Center and the permitting of storm water improvements for Pond I.*

*The contract is being performed on a time and material basis not to exceed \$46,950, plus additional time and materials for consultations, meetings and telephone conferences.*

**Capital Development Committee**

**TAB #10**

**PAGE #81**

9. **RECESS TO EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE OR IMMINENT LITIGATION; EMPLOYEE MATTERS; THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE DUPAGE AIRPORT AUTHORITY; THE SETTING OF A PRICE FOR SALE OR LEASE OF PROPERTY OWNED BY THE DUPAGE AIRPORT AUTHORITY; AND THE DISCUSSION AND SEMI ANNUAL REVIEW OF LAWFULLY CLOSED EXECUTIVE SESSION MINUTES.**
  
10. **RECONVENE REGULAR SESSION**
  
11. **OTHER BUSINESS**
  - a. **Proposed Resolution 2015-1947; Disclosure of Executive Session Minutes.**

**TAB #11      PAGE #83**
  
  - b. **Proposed Resolution 2015-1948; A Resolution Authorizing the Destruction of Certain Verbatim Recordings of Closed Sessions.**

**TAB #12      PAGE #84**
  
12. **ADJOURNMENT**

**DuPAGE AIRPORT AUTHORITY  
REGULAR BOARD MEETING  
Wednesday, March 18, 2015**

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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, March 18, 2015. Chairman Davis called the meeting to order at 3:05 p.m. and a quorum was present for the meeting.

**Commissioners Present:** Chavez, Davis, Donnelly, LaMantia, Ledonne, Posch, Wagner

**Commissioners Absent:** Huizenga

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

**Others in Attendance:** Phil Luetkehans, Schirott, Luetkehans and Garner; Johnny Jackson, CH2M Hill; Ed Harrington, CenterPoint Properties Trust; Marjorie Howard, Richmond Breslin; Randall Machelski, SmithGroup JJR; Dirk Enger, Ironworkers Local #393.

**Members of the Press:**

None

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Chairman Davis asked for additions or corrections to the minutes of the January 14, 2015 Regular and Annual Board Meeting and there were none. Commissioner Wagner made a **MOTION** to approve the minutes of the January 14, 2015 Regular and Annual Board Meeting and Commissioner Ledonne **seconded the motion**. The motion was passed unanimously by roll call vote (7-0).

Chairman Davis asked for additions or corrections to the minutes of the February 11, 2015 Special Board Meeting and there were none. Commissioner Posch made a **MOTION** to approve the minutes of the February 11, 2015 Special Board Meeting and Commissioner Donnelly **seconded the motion**. The motion was passed unanimously by roll call vote (7-0).

Chairman Davis asked for additions or corrections to the minutes of the January 14, 2015 Finance, Budget and Audit Committee Meeting and there were none. Commissioner Donnelly made a **MOTION** to approve the minutes of the January 14, 2015 Finance, Budget and Audit Committee Meeting and Commissioner Wagner **seconded the motion**. The motion was passed unanimously by roll call vote (7-0).

Chairman Davis asked for additions or corrections to the minutes of the January 14, 2015 Capital Development, Leasing and Customer Fees Committee Meeting and there were none. Commissioner Wagner made a **MOTION** to approve the minutes of the January 14, 2015 Capital Development, Leasing and Customer Fees Committee Meeting and Commissioner Posch **seconded the motion**. The motion was passed unanimously by roll call vote (7-0).

#### **DIRECTOR'S REPORT**

Executive Director Bird welcomed former member of the DuPage County Board, Dirk Enger to the Board meeting.

Executive Director Bird discussed the monthly operating statistics:

Total Fuel sales for February have decreased 2%; for the month; Overall fuel sales for the year are increased by 2.5%; experiencing strong fuel sales for March to this date.

Executive Director Bird advised the Grand Opening of the Vertiport Chicago has been pushed to April. The Board will be advised as soon as a date has been selected. He also advised that the anticipated opening date for Prairie Landing Golf Club is March 27, weather depending. Prairie Landing course renovations are expected to be completed by May 1. Discussion followed.

#### **REVIEW OF FINANCIAL STATEMENTS**

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

#### **REPORT OF COMMITTEES**

##### **Internal Policy and Compliance Committee:**

Commissioner Chavez chaired the February 4, 2015 Policy Committee Meeting in Commissioner LaMantia's absence and provided the report for this committee. He explained that item 10.a. under the New Business portion of the Board Meeting Agenda; Ordinance 2015-282; Revisions to the Procurement Code was considered by the Policy Committee and was unanimously recommended for Board approval. Commissioner Chavez also stated the proposed resolution for revisions to the Employee Handbook was not addressed by the Committee and would be discussed at the next Policy Committee meeting.

##### **Finance, Budget and Audit Committee:**

Commissioner Donnelly provided the committee report in Commissioner Huizenga's absence. He advised that the Finance Committee met earlier in the day and considered items 10.a. and 10.b. as well as items 10.l. through 10.x. under the *New Business* portion of the agenda. Board approval was recommended for all items.

##### **Golf Committee:**

Commissioner Donnelly stated that the Golf Committee did not have a March meeting however he met with John Schlaman prior to this meeting. He related that the anticipated opening date for the golf course is March 28, depending upon the weather.

**Capital Development, Leasing and Customer Fees:**

Commissioner Wagner reported that the Capital Development Committee met this day at 2:00 p.m. and considered items under the *New Business* portion of the agenda; 10.c. through 10.k. He advised these items were unanimously recommended by the Committee for Board approval.

**DuPage Business Center:**

Ed Harrington reported that CenterPoint continues to market the Business Center along with Jones Lang LaSalle. He added there are basically two active prospects and that interest is being received mainly from manufacturing companies. Discussion continued regarding plans for closing the deal with the current prospective tenant and will be discussed later in the Board meeting.

**OLD BUSINESS**

None

**RECESS TO EXECUTIVE SESSION**

A **MOTION** was made by Commissioner LaMantia to recess to Executive Session for discussion of pending, probable or imminent litigation; the purchase or lease of real property for the use of the DuPage Airport Authority and the setting of a price for sale or lease of property owned by the DuPage Airport Authority. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by roll call vote (7-0). The Regular Board Meeting was recessed to Executive Session at 3:20 p.m.

**RECONVENE REGULAR SESSION**

The Regular Board Meeting was reconvened at 3:40 p.m. Upon roll call, a quorum was present for the remainder of the Regular Board Meeting.

**NEW BUSINESS**

**Proposed Ordinance 2015-282; Revisions to the DuPage Airport Authority Procurement Code.**

Executive Director Bird read into the record this proposed ordinance and advised both the Policy Committee and the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Ordinance 2015-282; Revisions to the DuPage Airport Authority Procurement Code. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1931; Delegation of Authority to the Executive Director to Accept and Enter into Electric Power and Natural Gas Supplier Agreements.**

*Delegates the Executive Director the authority to accept best and final bids from Champion Energy, Integrys Energy and MidAmerican Energy, who were selected as finalist through a Request for Proposal (RFP) evaluation committee process; and to enter into an electric power and natural gas supply contract with the lowest bids.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Donnelly to approve Proposed Resolution 2015-1931; Delegation of Authority to the Executive Director to Accept and enter into Electric Power and Natural Gas Supplier Agreements. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1933; Award of Contract to Bill's Painting & Tuckpointing Company for the Flight Center Railing Repair and Repainting Project.**

*Approves a Contract for paint removal, painting and railing repair of the Flight Center railing. Total authorized construction cost of \$105,380 including a 10% owner's contingency.*

Executive Director Bird read into the record this proposed resolution and advised the Capital Development Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2015-1933; Award of Contract to Bill's Painting & Tuckpointing Company for the Flight Center Railing Repair and Repainting Project. The **motion was seconded** by Commissioner Ledonne and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1939; Approving the Development Plan for Project Steel.**

*Staff and CenterPoint Properties Trust are still meeting regarding the Development Plan. Supporting materials provided under separate cover.*

Attorney Luetkehans advised this Proposed Development Plan was considered by the Capital Development Committee. He advised the Committee unanimously recommended Board approval subject to staff approval of the finalized Development Plan. Attorney Luetkehans also advised that the following language, appearing in two paragraphs of the Proposed Resolution, would be omitted prior to execution by the Board: "***b. 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.***"

A **MOTION** was made by Commissioner Wagner to approve Proposed Resolution 2015-1939; Approving the Development Plan for Project Steel subject to staff approval and with the modifications to the Resolution as discussed. The **motion was seconded** by Commissioner Ledonne and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1932; Authorizing the Execution of a Contract with Kellogg, Brown and Root Services, Inc. for the Prairie Landing Golf Club Kitchen Ceiling Grid Rehabilitation and Ceiling Tile Replacement.**

*Approves a Contract for ceiling grid covers and new ceiling tile in the Prairie Landing Golf Club kitchen. Total authorized construction cost of \$19,250, including a 10% owner's contingency.*

Executive Director Bird read into the record this proposed resolution and advised the Capital Development Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1932; *Authorizing the Execution of a contract with Kellogg, Brown and Root Services, Inc. for the Prairie Landing Golf Club Kitchen Ceiling Grid Rehabilitation and Ceiling Tile Replacement.* The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1934; Award of Contract to Raise-Rite Concrete Lifting for Sidewalk Settlement Repair.**

*Approves a Contract for sidewalk mud jacking in the International Drive parking areas and DAA Maintenance Building. Total authorized construction cost of \$49,349.30, including a 10% owner's contingency.*

Executive Director Bird read into the record this proposed resolution and advised the Capital Development Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1934; Award of Contract to Raise-Rite Concrete Lifting for Sidewalk Settlement Repair. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1935; Award of Contract to Abbey Paving & Sealcoating Company, Inc. for Mill and Overlay Keil Road, Crack Repair Tower Road Parking Lot.**

*Approves a Contract for mill and overlay of Keil Road, tower Road parking lot crack repairs and replacement of speed tables. Total authorized construction of \$89,289.16, including a 10% owner's contingency.*

Executive Director Bird read into the record this proposed resolution. He stated the Capital Development Committee unanimously recommended Board approval and there was no further discussion.

A **MOTION** was made by Commissioner Wagner to approve Proposed Resolution 2015-1935; Award of Contract to Abbey Paving & Sealcoating Company, Inc. for Mill and Overlay Keil Road, Crack Repair Tower Road Parking Lot. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1936; Award of Contract to K-Plus Mechanical, Inc. for Fuel Farm Upgrades.**

*Approves a Contract to repair and refurbish the DAA fuel farm to achieve an additional 20-25 years of life. Total authorized construction cost of \$333,350.50, including a 10% owner's contingency.*

Executive Director Bird read into the record this proposed resolution and advised the Capital Development Committee unanimously recommended Board approval. There was no further discussion.

A **MOTION** was made by Commissioner Wagner to approve Proposed Resolution 2015-1936; Award of Contract to K-Plus Mechanical, Inc. for Fuel Farm Upgrades. The **motion was seconded** by Commissioner Ledonne and was passed by roll call vote (7-0).



**Proposed Resolution 2015-1937; Authorizing the Execution of a Task Order with CH2M Hill, Inc. Construction Phase Services for the Projects: Mill and Overlay Keil Road, Sidewalk Settlement and Fuel Farm Upgrades.**

*Approves a Task Order for Construction Phase Services not-to-exceed \$67,700.*

Executive Director Bird read into the record this proposed resolution and advised the Capital Development Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Posch to approve Proposed Resolution 2015-1937; Authorizing the Execution of a Task Order with CH2M Hill, Inc. Construction Phase Services for the Projects: Mill and Overlay Keil Road, Sidewalk Settlement and Fuel Farm Upgrades. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1938; Authorizing the Execution of Task Order No. 32 with Kluber Architects & Engineers for the Project: Flight Center 1<sup>st</sup> Floor HVAC Testing and Balancing.**

*Approves a Task Order for Design and construction Phase services not-to-exceed \$13,458.*

Executive Director Bird read into the record this proposed resolution and advised the Capital Development Committee unanimously recommended Board approval. There was no further discussion.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2015-1938; Authorizing the Execution of Task Order No. 32 with Kluber Architects & Engineers for the Project: Flight Center 1<sup>st</sup> Floor HVAC Testing and Balancing. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (7-0).

**Proposed Ordinance 2015-283; Temporary Reduction in Certain Fees.**

*Approves an Ordinance that temporarily reduces fees charged to regulated aviation businesses by 50% for a period from January 1, 2015 to December 31, 2015.*

Executive Director Bird asked Mark Doles to review this proposed resolution. Mr. Doles advised that since 2010, when the substantial downturn of the economy occurred, the Board each year has approved an Ordinance authorizing a 50% reduction in SASO (Specialized Aviation Service Organization) fees for regulated aviation businesses on the airfield. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Ordinance 2015-283; Temporary Reduction in Certain Fees. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1918; Resolution of the DuPage Airport Authority Relating to Designated Depositories of DuPage Airport Authority and Persons Authorized to Sign Checks, Draft or Other Order for the Payment of Money Drawn in the Name of the Authority.**

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Donnelly to approve Proposed Resolution 2015-1918; Resolution of the DuPage Airport Authority Relating to Designated Depositories of DuPage

Airport Authority and Persons Authorized to Sign Checks, Draft or Other Orders for the Payment of Money Drawn in the Name of the Authority. The **motion was seconded** by Commissioner Ledonne and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1919; Award of Bid to Burris Equipment Company for the Procurement of One (1) 2WD Diesel Fairway Mower.**

*Approves the procurement of one (1) Jacobsen LF550 Fairway Mower for \$47,521.75.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2015-1919; Award of Bid to Burris Equipment Company for the Procurement of One (1) 2WD Diesel Fairway Mower. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1920; Award of Bid to Burris Equipment Company for the Procurement of Two (2) Triplex Greens Mowers.**

*Approves the procurement of two (2) Jacobsen Greensking IV Plus mowers for \$52,573.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1920; Award of Bid to Burris Equipment Company for the Procurement of Two (2) Triplex Greens Mowers. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1921; Award of Bid to Burris Equipment for Procurement of One (1) Bedknife Grinder.**

*Approves the procurement of one (1) Neary 277 Semi-Automatic Bedknife Grinder for \$13,539.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Wagner to approve Proposed Resolution 2015-1921; Award of Bid to Burris Equipment for Procurement of One (1) Bedknife Grinder. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1922; Award of Bid to Reinders Inc. for the Procurement of Golf Course Irrigation Rotors.**

*Approves the procurement of 234 golf course irrigation system rotor heads for \$45,288.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1922; Award of Bid to Reinders Inc. for the Procurement of Golf Course Irrigation Rotors. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1923; Award of Contract to Valley Linen Supply for Linen and Towel Rental Services.**

*Approves a one (1) year contract, subject to two (2) one (1) year extensions for tablecloth, napkin and towel rental. Anticipated annual costs of \$20,000.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. There was no further discussion.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1923; Award of Contract to Valley Linen Supply for Linen and Towel Rental Services. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1924; Award of Bid to Multiple Vendors for the Procurement of 2015 Golf Course Turf Maintenance Supplies.**

*Approves as-needed Purchase Order Contracts from Reinders Inc., John Deere Landscapes, Conserv FS, Masterblend International, and Arthur Clesen for 2015 turf maintenance supplies not-to-exceed \$80,000.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. There was no further discussion.

A **MOTION** was made by Commissioner Donnelly to approve Proposed Resolution 2015-1924; Award of Bid to Multiple Vendors for the Procurement of 2015 Golf Course Turf Maintenance Supplies. The **motion was seconded** by Commissioner Wagner and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1925; Award of Bid to Masterblend International LLC for the Procurement of 2015 Airport Turf Maintenance Supplies and Services.**

*Approves as-needed Purchase Order Contracts from Masterblend International for 2015 turf maintenance supplies and application services not-to-exceed \$15,000.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1925; Award of Bid to Masterblend International LLC for the Procurement of 2015 Airport Turf Maintenance Supplies and Services. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1926; Authorizing the Purchase of One (1) AWD 100HP Tractor from the Rock Island County Joint Purchasing Contract.**

*Approves the procurement of (1) 2015 Model John Deere 6115D Cab Tractor for \$55,690.60.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2015-1926; Authorizing the Purchase of One (1) AWD 100HP Tractor from the Rock Island County Joint Purchasing Contract. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1927; Authorizing the Purchase of One (1) 4 X 4 Pickup Truck from the State of Illinois Joint Purchasing Contract.**

*Approves the procurement of (1) Ford F250 Pickup Truck for \$24,485.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Posch to approve Proposed Resolution 2015-1927; Authorizing the Purchase of One (1) 4 X 4 Pickup Truck from the State of Illinois Joint Purchasing Contract. The **motion was seconded** by Commissioner LaMantia and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1928; Award of Master Agreement to Overhead Door Solutions, Inc. for On-Call Hangar Door Repair Services.**

*Approves a 2-year time and material Master Agreement for as-needed hangar door repair. Not-to-exceed \$25,000 annually or \$5,000 per project.*

Executive Director Bird read into the record this proposed resolution. He advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1928; Award of Master Agreement to Overhead Door Solutions, Inc. for On-Call Hangar Door Repair Services. The **motion was seconded** by Commissioner Wagner and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1929; Award of Contract to Preform Traffic Control Systems, Ltd. for Pavement Marking Services.**

*Approves a 3-year contract for airfield and roadway pavement marking painting. Total authorized project cost of \$176,543.85 including a 10% owner's contingency.*

Executive Director Bird read into the record this proposed resolution and advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1929; Award of Contract to Preform Traffic Control Systems, Ltd. for Pavement Marking Services. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1930; Award of Bid to Clean Cut Tree Service, Inc. for Tree Removal Services.**

*Approves a contract for the removal of 136 trees and 9 tree stumps. Total authorized project cost of \$15,400 including a 10% owner's contingency.*

Executive Director Bird read into the record this proposed resolution. He advised the Finance Committee unanimously recommended Board approval. No further discussion occurred.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1930; Award of Bid to Clean Cut Tree Service, Inc. for Tree Removal Services. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

**OTHER BUSINESS**

Commissioner Ledonne asked for the Board's thoughts concerning establishing business email addresses on the Airport Authority server for receiving correspondence and meeting materials. He stated this may be more efficient than utilizing a personal email account and asked if the Board would consider establishing email addresses for Airport Authority Board members. Discussion followed and Chairman Davis asked Attorney Luetkehans to provide a legal opinion regarding this issue. Discussion continued briefly.

A **MOTION** was made by Commissioner Ledonne 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 4:10 p.m.

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**Stephen L. Davis**  
**Chairman**

**(ATTEST)**

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**Gina R. LaMantia**  
**Secretary**

**DuPAGE AIRPORT AUTHORITY  
SPECIAL BOARD MEETING  
Thursday, April 9, 2015**

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A Special 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; Thursday, April 9, 2015. Chairman Davis called the meeting to order at 8:00 a.m. and a quorum was present for the meeting.

**Commissioners Present:** Davis, Donnelly, LaMantia, Ledonne, Posch, Wagner

**Commissioners Absent:** Chavez, Huizenga,

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

**Others in Attendance:** Phil Luetkehans, Schirott, Luetkehans and Garner; Ed Harrington, CenterPoint Properties.

**Members of the Press:**

None

**PUBLIC COMMENT**

None

**NEW BUSINESS**

**Proposed Resolution 2015-1940; Proposed Resolution 2015-1940; Approving a First Amendment to the Vacant Land Purchase Agreement with CenterPoint Properties Trust for 2500 Enterprise Drive.**

*Reduces purchase price for property located at 2500 Enterprise Drive in exchange for CenterPoint Properties Trust providing certain storm water improvements in the DuPage Business Center.*

Executive Director Bird read the Resolution into the record.

A **MOTION** was made by Commissioner LaMantia to recess to Executive Session for the discussion of the setting of a price for sale or lease of property owned by the DuPage Airport Authority. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by roll call vote (6-0). The Special Meeting was recessed to Executive Session at 8:05 a.m. and was reconvened at 8:20 a.m. Upon roll call, a quorum was present for the remainder of the Meeting.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2015-1940; Approving the First Amendment to the Vacant Land Purchase Agreement with CenterPoint Properties Trust for 2500 Enterprise Drive subject to two modifications:

- (1) Adding to the Resolution an additional *Whereas* stating the DuPage Business Center Owner's Association has consented to the improvements and amenities in the common areas/ponds.
- (2) Modification to Exhibit C. Letter of Agreement regarding use of borrow materials, adding the condition of term limitations for work to be done that is agreeable to both parties.

The **motion was seconded** by Commissioner Wagner and was passed by roll call vote (6-0).

A **MOTION** was made by Commissioner LaMantia to adjourn the Special 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 8:25 a.m.

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**Stephen L. Davis**  
Chairman

**(ATTEST)**

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**Gina R. LaMantia**  
Secretary

**DuPAGE AIRPORT AUTHORITY  
INTERNAL POLICY AND COMPLIANCE COMMITTEE**

**Wednesday, March 4, 2015**

DuPage Airport Authority  
Flight Center Building  
2700 International Drive  
West Chicago, Illinois 60185

The Internal Policy and Compliance Committee of the DuPage Airport Authority Board of Commissioners convened at the DuPage Airport Authority Flight Center Building, 2700 International Drive, West Chicago, Illinois on Wednesday, March 4, 2015. Chairwoman LaMantia was absent from the meeting and Commissioner Chavez served as Acting Chair. Commissioner Chavez called the meeting to order at 4:00 p.m. and a quorum was present for the meeting.

**Commissioners Present:** Chavez, Ledonne, Posch

**Absent:** LaMantia

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

**Others in Attendance:** Phil Luetkehans, Attorney.

**Members of the Press:** None

**NEW BUSINESS**

**Proposed Ordinance 2015-282; Amending the DuPage Airport Authority Code with Revisions to the Procurement Policies and Procedures.**

Executive Director Bird explained that these revisions will address some immediate concerns as well as needed updates. He asked Attorney Luetkehans to address these recommended revisions. Attorney Luetkehans discussed changes to allow the ability to utilize the design build process for construction of the proposed new transient hangar. He explained that currently there are no provisions in the DAA Code for this type of process. He explained the definition of design build and discussion followed.

Discussion occurred regarding the reasons for modifications to the various dollar thresholds recommended for the Procurement Code. Commissioner Ledonne suggested that a summary report be prepared for the Board at the end of the year reflecting purchases under \$15,000. Discussion continued and staff agreed to provide this summary report.

Attorney Luetkehans proceeded to review each of the Code sections where revisions were recommended. Discussion occurred regarding the revision in Section 6.15-2 relating to required political contributions. Attorney Luetkehans stated this revision would clarify the intent of this Section and increase the dollar threshold for filing the disclosure to \$14,999.00 from \$9,999.99 to be consistent with item 6.15-2 which increases the various dollar thresholds for competitive bidding and for procurement by staff without Board approval. Discussion continued and the Committee recommended the threshold for filing the political contributions disclosures be kept at the current level of \$9,999.99 and staff agreed.

All other recommended revisions were agreed upon by the Committee.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Ordinance 2015-282; Revisions to the Procurement Code with the exception of the revision to Section 6.15-2 relative to required political contribution disclosure which will remain at the



current level of \$9,999.00. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (3-0).

**Proposed Ordinance 2015-283; Revisions to the Employee Handbook.**

A **MOTION** was made by Commissioner Ledonne to defer discussion of Proposed Ordinance 2015-283; Revisions to the Employee Handbook to a future committee meeting at a date to be determined. The **motion was seconded** by Commissioner Posch. Discussion followed briefly. The motion was then passed unanimously by voice vote.

**OTHER BUSINESS**

None

A **MOTION** was made by Commissioner Ledonne to adjourn the Internal Policy and Compliance Committee Meeting. The **motion was seconded** by Commissioner Posch and was passed unanimously by voice vote. The meeting adjourned at 4:28 p.m.

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**Gina LaMantia, Chair**  
**Internal Policy and Compliance Committee**

**DuPAGE AIRPORT AUTHORITY  
FINANCE, BUDGET AND AUDIT COMMITTEE  
WEDNESDAY, MARCH 18, 2015**

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, March 18, 2015. Committee Chairman Huizenga called the meeting to order at 1:05 p.m. and a quorum was present.

***Commissioners Present:*** Donnelly, Huizenga, Ledonne, 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 and Prairie Landing Golf Club; Dan Barna, Procurement Manager; Pamela Miller, Executive Assistant and Board Liaison.

***Others:***

Johnny Jackson, CH2M Hill.

**OLD BUSINESS**

None

**REVIEW OF FINANCIAL STATEMENTS**

Patrick Hoard advised that Auditors have completed all on site work at the Airport Authority and a draft of the audit report will be provided to staff in late April. Representatives from Sikich will present the Audit report at the May Board Meeting.

Patrick Hoard proceeded to review the Financial Statements:

***Operating Revenues:***

*Airport Operations* revenues are on budget for this month.

*Flight Center Fuel Operations* decreased 14% from the budgeted amount.

*Prairie Landing Golf Club* revenues increased 24% year-to-date.

*Total Operating Revenues* overall are down 9% actual versus budget.

***Operating Expenses:***

*Airport Operations* expenses decreased 10% from budget.

*Flight Center Fuel Operations* decreased 30%

*Prairie Landing Golf Club* is 12% below actual versus budget.

*Total Operating Expenses* decreased 21% actual versus budget.

*Net Profit from Operations* increased significantly from the amount budgeted.

*Total Non-Operating Revenues* increased significantly from budget.

*Total Non-Operating Expenses* are flat.

*Net profit from Non-Operations* and *Net Profit Excluding Depreciation* both increased significantly actual versus budget.

*Capital Development Program:* Does not yet reflect increased spending costs for new transient hangar construction.

*Cash Ending Balance* is nearly \$15.3 million.

Discussion followed.

## **NEW BUSINESS**

### **Proposed Ordinance 2015-282; Revisions to the DuPage Airport Authority Procurement Code.**

Executive Director Bird advised that staff met with the Policy Committee on March 4 and explained the revisions recommended for the Procurement Code: One material change to include provisions for utilizing design build for the new transient hangar construction and updates related to various sealed-bidding dollar thresholds changing from \$10,000 to \$15,000 to accommodate growth inflation covering a future 10-year period. Discussion followed.

A **MOTION** was made by Commissioner Wagner to recommend Board approval of Proposed Ordinance 2015-282; Revisions to the DuPage Airport Authority Procurement Code. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by roll call vote (5-0).

### **Proposed Resolution 2015-1918; Resolution of the DuPage Airport Authority Relating to Designated Depositories of DuPage Airport Authority and Persons Authorized to Sign Checks, Drafts or other Order for the Payment of Money Drawn in the Name of the Authority.**

Executive Director Bird explained that approval of this resolution will allow the Board's signature authority to be updated with MB Financial and PNC Financial. Discussion followed.

A **MOTION** was made by Commissioner Wagner to recommend Board approval of Proposed Resolution 2015-1918; Resolution of the DuPage Airport Authority Relating to Designated Depositories of DuPage Airport Authority and Persons Authorized to Sign Checks, Drafts or Other Order for the Payment of Money Drawn in the Name of the Authority. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by roll call vote (5-0).

### **Proposed Resolution 2015-1919; Award of Bid to Burris Equipment for Procurement of One (1) 2 WD Diesel Fairway Mower.**

*Approves the procurement of one (1) Jacobsen LF550 Fairway Mower for \$47,521.75.*

Executive Director Bird asked Dan Barna to review this proposed resolution. Mr. Barna advised the new mower would replace a 2002 model unit that is no longer repairable. He added that three bids were received and Burris Equipment Company was the low, responsive and responsible bidder. The lowest bid was slightly more than the amount budgeted however sufficient funds are available in the Capital Budget for procurement of this mower.

A **MOTION** was made by Commissioner Donnelly to recommend Board approval of Proposed Resolution 2015-1919; Award of Bid to Burris Equipment for Procurement of One (1) 2WD Diesel Fairway Mower. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

### **Proposed Resolution 2015-1920; Award of Bid to Burris Equipment for Procurement of Two (2) Triplex Greens Mowers.**

*Approves the procurement of two (2) Jacobsen Greensking IV Plus mowers for \$52,573.*

Mr. Barna advised these units will replace two units purchased in 2003 that have reached the end of their useful life and will be disposed of on *eBay* later in the year. Mr. Barna stated that three bids were received and Burris Equipment was the low, responsive and responsible bidder at a price below the amount budgeted for this purchase.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2015-1920; Award of Bid to Burriss Equipment for Procurement of Two (2) Triplex Greens Mowers. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1921; Award of Bid to Burriss Equipment for Procurement of One (1) Bedknife Grinder.**

*Approves the procurement of One (1) Near 277 Semi-Automatic Bedknife Grinder for \$13,539.*  
Mr. Barna advised three bids were received with Burriss Equipment being the low, responsive and responsible bidder and is under the amount budgeted for procurement of this piece of equipment. Discussion followed.

A **MOTION** was made by Commissioner Wagner to recommend Board approval of Proposed Resolution 2015-1921; Award of Bid to Burriss Equipment for Procurement of One (1) Bedknife Grinder. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1922; Award of Bid to Reinders Inc. for the Procurement of Golf Course Irrigation Rotors.**

*Approves the procurement of 234 golf course irrigation system rotor heads for \$45,288.*  
Mr. Barna advised Reinders Inc. will replace 234 golf course irrigation system rotors for Prairie Landing Golf Course. The replacement will make the existing irrigation system more efficient and environmental friendly. There were three bids received and Reinders Inc. was the low bidder at \$1200 over the amount budgeted for this project; sufficient funds are available in the Capital Budget to cover procurement of the golf course irrigation rotors.

A **MOTION** was made by Commissioner Donnelly to recommend Board approval of Proposed Resolution 2015-1922; Award of Bid to Reinders Inc. for the Procurement of Golf Course Irrigation Rotors. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1923; Award of Contract to Valley Linen Supply for Linen and Towel Rental Services.**

*Approves a one (1) year contract, subject to two (2) one (1) one year extensions for tablecloth, napkin and towel rental. Anticipated annual cost of \$20,000.*  
Mr. Barna stated Prairie Landing Golf Course utilizes a linen and towel rental service and the existing contract for these services will expire in March 2015. He advised two bids were received and Valley Linen Supply was the low, responsive and responsible bidder. Mr. Barna reviewed the terms of the contract and discussion followed.

A **MOTION** was made by Commissioner Posch to recommend Board approval of Proposed Resolution 2015-1923; Award of Contract to Valley Linen Supply for Linen and Towel Rental Services. The **motion was seconded** by Commissioner Donnelly and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1924; Award of Bid to Multiple Vendors for the Procurement of 2015 Golf Course Turf Maintenance Supplies.**

*Approves as-needed Purchase Order contracts from Reinders Inc., John Deere Landscapes, Conserv FS, Masterblend International, and Arthur Clesen for 2015 turf maintenance supplies not-to-exceed \$80,000.*

Mr. Barna explained that each year Prairie Landing Golf Club secures guaranteed pricing for buying turf maintenance products. The award of this bid will authorize these products to be purchased on an as-needed basis from a group of eligible vendors. He related that nine bids were received and the following vendors were determined to be the low, responsive and responsible bidders for each of the products: Reinders Inc.; John Deere Landscapes; Conserv FS; Masterblend International; Arthur Clesen. Discussion followed.

A **MOTION** was made by Commissioner Wagner to recommend Board approval of Proposed Resolution 2015-1924; Award of Bid to Multiple Vendors for the Procurement of 2015 Golf course Turf Maintenance Supplies. The **motion was seconded** by Commissioner Donnelly and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1925; Award of Bid to Masterblend International LLC for the Procurement of 2015 Airport Turf Maintenance Supplies and Services.**

*Approves as-needed Purchase Order Contracts from Masterblend International for 2015 turf maintenance supplies and application services not-to-exceed \$15,000.*

Mr. Barna explained that Masterblend International LLC was determined to be the low responsive and responsible bidder to provide turf maintenance supplies for the Airport; five bids were received. Mr. Barna continued that Masterblend provided these services for the Airport Authority last year and staff felt they did a good job. Discussion followed.

A **MOTION** was made by Commissioner Donnelly to recommend Board approval of Proposed Resolution 2015-1925; Award of Bid to Masterblend International LLC for the Procurement of 2015 Airport Turf Maintenance Supplies and Services. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1926; Authorizing the Purchase of One (1) AWD 100 HP Tractor from the Rock Island County Joint Purchasing Contract.**

*Approves the procurement of (1) 2015 Model John Deere 6115D Cab Tractor for \$55,690.60.*

Mr. Barna stated the Airport Authority Procurement Policies and the Illinois Government Joint Purchasing Account allows the use of contracts or agreements that have been competed previously by other government entities. The Airport Authority requests approval to utilize a Joint Purchasing Contract with County Rock Island and John Deere for a tractor that conforms to the Airport Authority's requirements for this type of vehicle. Discussion followed

A **MOTION** was made by Commissioner Posch to recommend Board approval of Proposed Resolution 2015-1926; Authorizing the Purchase of One (1) AWD 100 HP Tractor from the Rock Island County Joint Purchasing Contract. The **motion was seconded** by Commissioner Donnelly and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1927; Authorizing the Purchase of One (1) 4 X 4 Pickup Truck from the State of Illinois Joint Purchasing Contract.**

*Approves the procurement of one (1) Ford F250 Pickup Truck for \$24,485.*

Mr. Barna advised that the Airport Authority is requesting to utilize the Joint Purchasing Contract with the State of Illinois and Rob Ridings for the procurement of a pickup truck to be utilized by

the Field Maintenance Department for areas around the airfield and will replace a 1995 model truck. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2015-1927; Authorizing the Purchase of One (1) 4 X 4 Pickup Truck from the State of Illinois Joint Purchasing Contract. The **motion was seconded** by Commissioner Wagner and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1928; Award of Master Agreement to Overhead Door Solutions, Inc. for On-Call Hangar Door Repair Services.**

*Approves a 2 year time and material Master Agreement for as-needed hangar door repair. Not-to exceed \$25,000 annually or \$5,000 per project.*

Mr. Barna stated that the Airport Authority Maintenance Department utilized a hangar door repair services contractor for various types of hangar doors throughout the Airport. The services provided would be for bi-fold and sliding doors. He related there are six different types of hangar door mechanism on the airfield and there is only a shortlist of providers available for this service. He advised that two bids were received and the low responsive responsible bidder was Overhead Door Solutions, Inc. for this Master Agreement. He discussed the terms of this Master Agreement and advised Overhead Door Solutions currently provides these services for the Airport. Discussion followed.

A **MOTION** was made by Commissioner Donnelly to recommend Board approval of Proposed Resolution 2015-1928; Award of Master Agreement to Overhead Door Solutions, Inc. for On-Call Hangar Door Repair Services. The **motion was seconded** by Commissioner Wagner and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1929; Award of Contract to Preform Traffic Control Systems, Ltd for Pavement Marking Services.**

*Approves a 3-year contract for airfield and roadway pavement marking painting. Total authorized project cost of \$176,543.85 including a 10 % owner's contingency.*

Mr. Barna stated that Preform Traffic Control Systems, Ltd. has provided pavement marking services for the Airport in past years. He continued that three bids were received and Preform Traffic Control Systems was again the low and responsive and responsible bidder for providing these services. Mr. Barna discussed the scope of this three year contract and the costs associated with this project. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2015-1929; Award of Contract to Preform Traffic Control Systems, Ltd. for Pavement Marking Services. The **motion was seconded** by Commissioner Donnelly and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1930; Award of Bid to Clean Cut Tree Service, Inc. for Tree Removal Services.**

*Approves a contract for the removal of 136 trees and 9 tree stumps. Total authorized project cost of \$15,400 including a 10% owner's contingency.*

Mr. Barna related a mandatory pre bid meeting was held to discuss this project and eleven bids were received; Clean Cut Tree Service, Inc. was the low bidder. He related that Clean Cut Tree Service's references were very good. Discussion followed.

A **MOTION** was made by Commissioner Wagner to recommend Board approval of Proposed Resolution 2015-1930; Award of Bid to Clean Cut Tree Service, Inc. for Tree Removal Services. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

**Proposed Resolution 2015-1931; Delegation of Authority to the Executive Director to Accept and Enter Into Electric Power and Natural Gas Supplier Agreements.**

*Delegates the Executive Director the authority to accept best and final bids from Champion Energy, Integrys Energy and MidAmerican Energy, who were selected as finalists through a Request for Proposal (RFP) evaluation committee process; and to enter into an electric power and natural gas supply contract with the lowest bids.*

Mr. Barna stated passage of this Resolution this will allow the Executive Director to enter into a contract with suppliers with the lowest bid for Electric Power and Natural Gas. He explained the Request for Proposal (RFP) process and evaluations of the six proposals received. He continued that after review by the Evaluation Committee, three firm contracts were submitted for legal review and Staff is now asking for the Executive Director's authorization to negotiate and enter into an agreement with one of these firms or two separate firms for each utility; natural gas and electric power services. Discussion followed regarding the costs savings expected and the terms of the contract.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2015-1931; Delegation of Authority to the Executive Director to Accept and Enter into Electric Power and Natural Gas Supplier Agreements. The **motion was seconded** by Commissioner Donnelly and was passed unanimously by roll call vote (5-0).

**Other Business**

None

A **MOTION** was made by Commissioner Posch to adjourn the Finance, Budget and Audit Committee; the **motion was seconded** by Commissioner Ledonne and was passed unanimously by voice vote. The meeting adjourned at 1:56 p.m.

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

**DuPAGE AIRPORT AUTHORITY  
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE  
WEDNESDAY, MARCH 18, 2015**

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, March 18, 2015. Committee Chairman Wagner called the meeting to order at 2:04 p.m. A quorum was present for this meeting.

**Commissioners Present:** Chavez, Ledonne, Posch, Wagner.

**Absent:** None

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

**Others:** Phil Luetkehans, Schirott, Luetkehans and Garner, LLP; Johnny Jackson, CH2M Hill; Ed Harrington, CenterPoint Properties Trust;

**Press:** None

**CAPITAL DEVELOPMENT**  
**NEW BUSINESS**

**Proposed Resolution 2015-1932; Authorizing the Execution of a Contract with Kellogg, Brown and Root Services, Inc. for the Prairie Landing Golf Club Kitchen Ceiling Grid Rehabilitation and Ceiling Tile Replacement.**

*Approves a Contract for ceiling grid covers and new ceiling tile in the Prairie Landing Golf Club kitchen. Total authorized construction cost of \$19,250, including a 10% owner's contingency.* Executive Director Bird asked Dan Barna to review this proposed resolution. He explained the existing ceiling tile and grid in the kitchen area at Prairie Landing Golf Club is in poor condition and in need of replacement. He continued that staff is requesting to utilize a Job Order Contract Agreement with Kellogg, Brown and Root Services, Inc. (KBR) for this project. KBR is also currently doing similar work at Prairie Landing with the service bar remodeling project. Mr. Barna reviewed the total construction costs and discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1932; Authorizing the Execution of a Contract with Kellogg, Brown and Root Services, Inc. (KBR) for the Prairie Landing Golf Club Kitchen Ceiling Grid Rehabilitation and Ceiling Tile Replacement. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2015-1933; Award of Contract to Bill's Painting & Tuckpointing Company for the Flight Center Railing Repair and Repainting Project.**

*Approves a Contract for paint removal, painting and railing repair of the Flight Center railing. Total authorized construction cost of \$105,380 including a 10% owner's contingency.* Mr. Barna discussed the project to repair and repaint the Flight Center Railings located on the east side of the building and the lower roadway area. He explained that preliminary testing was done in order to develop the best specifications to insure the project would be successful. Staff



utilized Charles Vincent George to develop the plans and specifications. He continued that a mandatory pre bid meeting was held and seven bids were received. Bill's Painting & Tuckpointing Company was determined to be the low, responsive and responsible bidder. Mr. Barna provided details regarding the scope of this project and the costs involved. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1933; Award of Contract to Bill's Painting & Tuckpointing Company for the flight Center Railing Repair and Repainting Project. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2015-1934; Award of Contract to Raise-Rite Concrete Lifting for Sidewalk Settlement Repair.**

*Approves a contract for sidewalk mud jacking in the International Drive parking areas and DAA Maintenance Building. Total authorized construction cost of \$49,349.30, including a 10% owner's contingency.*

Mr. Barna reviewed the project to repair 9600 square feet of sunken sidewalks areas on International Drive and the Maintenance Building parking lots. He continued that CH2M Hill developed the plans and specifications for this project and a mandatory pre bid meeting was held; three bids were received. Upon evaluation Raise-Rite Concrete Lifting was determined to be the low, responsive and responsible bidder. Discussion followed.

A **MOTION** was made by Commissioner Chavez to recommend Board approval for Proposed Resolution 2015-1934; Award of Contract to Raise-Rite Concrete Lifting for Sidewalk Settlement Repair. The **motion was seconded** by Commissioner Ledonne and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2015-1935; Award of Contract to Abbey Paving & Sealcoating Company, Inc. for Mill and Overlay Keil Road, Crack Repair Tower Road Parking Lot.**

*Approves a Contract for mill and overlay of Keil Road, Tower Road parking lot crack repairs and replacement of speed tables. Total authorized construction costs of \$89,289.16, including a 10% owner's contingency.*

Mr. Barna explained the pavement on Keil Road is old and beyond repair and Tower Road is in need of crack repair. He added that four speed tables will also be replaced at this time along with the associated signage. Mr. Barna advised that CH2M Hill developed the plans and specifications for this project and four bids were received. Upon evaluation Abby Paving and Sealcoating Company, Inc. was determined to be the low responsive, responsible bidder. Discussion occurred.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1935; Award of Contract to Abbey Paving & Sealcoating Company, Inc. for Mill and Overlay Keil Road, Crack Repair Tower Road Parking Lot. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2015-1936; Award of Contract to K-Plus Mechanical, Inc. for Fuel Farm Upgrades.** *Approves a Contract to repair and refurbish the DAA fuel farm to achieve an additional 20-25 years of life. Total authorized construction cost of \$334,350.50, including a 10% owner's contingency.*

Mr. Barna reviewed proposed upgrades to the existing fuel farm which was constructed approximately 20 years ago. He explained these upgrades would add 20 to 25 years of life to

this fuel farm facility. Mr. Barna stated that CH2M Hill developed the plans and specifications for this project. A mandatory pre bid meeting was held and two bids were received; K-Plus Mechanical, Inc. was determined to be the low, responsive, responsible bidder. Mr. Barna reviewed the scope of work and total construction costs for this project. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1936; Award of Contract to K-Plus Mechanical, Inc. for Fuel Farm Upgrades. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2015-1937; Authorizing the Execution of a Task Order with CH2M Hill, Inc. Construction Phase Services from the Projects: Mill and Overlay Keil Road, Sidewalk Settlement and Fuel Farm Upgrades.**

*Approves a Task Order for Construction Phase Services not-to-exceed \$67,700.*

Mr. Barna pointed out that construction phase services will be required for three of the projects being recommended for Board approval; Mill and Overlay Keil Road, Sidewalk Settlement and the Fuel Farm Upgrades. He reviewed the services provided by CH2M Hill under this Task Order and the costs associated. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1937; Authorizing the Execution of a Task Order with CH2M Hill, Inc. Construction Phase Services from the Projects: Mill and Overlay Keil Road, Sidewalk Settlement and Fuel Farm Upgrades. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2015-1938; Authorizing the Execution of Task Order No. 32 with Kluber Architects & Engineers for the Project: Flight Center 1<sup>st</sup> Floor HVAC Testing and Balancing.**

*Approves a Task Order for Design and Construction Phase Services not-to-exceed \$13,458.*

Mr. Barna explained this Task Order with Kluber Architects and Engineers will address providing additional heat on the first floor of the Flight Center Building. He advised Kluber will conduct testing, adjustments and balancing of the HVAC heating system for this area and provide design and construction phase services related to completing this project. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1938; Authorizing the Execution of Task Order No. 32 with Kluber Architects & Engineers for the Project: Flight Center 1<sup>st</sup> Floor HVAC Testing and Balancing. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (4-0).

**LEASING AND CUSTOMER FEES**  
**NEW BUSINESS**

**Proposed Ordinance 2015-283; Temporary Reduction in Certain Fees.**

*Approves an Ordinance that temporarily reduces fees charged to regulated aviation businesses by 50% for a period from January 1, 2015 to December 31, 2015.*

Executive Director Bird asked Mark Doles to review this proposed ordinance. Mr. Doles advised that since 2010, when the substantial downturn of the economy occurred, the Board has approved an Ordinance authorizing a 50% reduction each year in SASO (Specialized Aviation Service Organization) fees for regulated aviation businesses on the airfield. Staff wishes to extend this temporary 50% fee reduction for Fiscal Year 2015. This reduction has been reflected in the 2015 Budget and Appropriations. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Ordinance 2015-283; Temporary Reduction in Certain Fees. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (4-0).

**Proposed Resolution 2015-1939; Approving the Development Plan for Project Steel.**

*Staff and CenterPoint Properties Trust are still meeting regarding the Development.*

Attorney Luetkehans advised staff has been working with CenterPoint Properties Trust to resolve some outstanding issues remaining with the Development Plan and most of these issues have been resolved. He reviewed these items and lengthy discussion followed. Committee Chairman Wagner stated that the Board is anxious to move forward with assisting CenterPoint to proceed with this development at the Business Center. He asked if the Committee was comfortable recommending Board passage of this Development subject to staff's approval of the final plan when the outstanding issues are completely resolved. Discussion continued and the Capital Development Committee members all agreed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1939; Approving the Development Plan for Project Steel subject to staff approval. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (4-0).

**RECESS TO EXECUTIVE SESSION**

There was no Executive Session.

**OTHER BUSINESS**

NONE

Commissioner Posch made a **MOTION** to adjourn the Capital Development, Leasing and Customer Fees Committee Meeting; the **motion was seconded** by Commissioner Ledonne and was passed by unanimous voice vote. The committee meeting was adjourned at 2:53 p.m.

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**Daniel J. Wagner, Chairman**  
**Capital Development, Leasing and Customer Fees Committee**



## MONTHLY STATISTICS

March 2015

	Mar. '15	Mar. '14	'15 vs. '14	March Percent Change	YTD 2015	YTD 2014	'15 vs. '14	Percent Change
<b>FUEL</b>								
100LL	18,732	17,220	1,512	8.8%	42,632	40,862	1,770	4.3%
Jet A	218,817	193,874	24,943	12.9%	601,673	567,055	34,618	6.1%
<b>Total Gallons</b>	<b>237,549</b>	<b>211,094</b>	<b>26,455</b>	<b>12.5%</b>	<b>644,305</b>	<b>607,917</b>	<b>36,388</b>	<b>6.0%</b>

### OPERATIONS

Local	2,188	2,352	(164)	-7.0%	5,078	4,721	357	7.6%
Itinerant	3,956	3,661	295	8.1%	9,468	9,137	331	3.6%
<b>Total Ops</b>	<b>6,144</b>	<b>6,013</b>	<b>131</b>	<b>2.2%</b>	<b>14,546</b>	<b>13,858</b>	<b>688</b>	<b>5.0%</b>

### REGIONAL OPS

	Mar. '15	Mar. '14	'15 vs. '14	March Percent Change	YTD 2015	YTD 2014	'15 vs. '14	Percent Change
<b>Total OPS</b>								
DuPAGE	6,144	6,013	131	2.2%	14,546	13,858	688	5.0%
Palwaukee	6,098	5,992	106	1.8%	14,706	14,079	627	4.5%
Aurora	5,561	4,952	609	12.3%	11,537	10,856	681	6.3%
Waukegan	2,912	3,000	(88)	-2.9%	7,354	6,829	525	7.7%
State of Illinois	159,349	155,478	3,871	2.5%	410,312	395,034	15,278	3.9%
Teterboro	13,575	12,757	818	6.4%	36,822	36,898	-76	-0.2%
Van Nuys	19,225	22,644	(3,419)	-15.1%	54,732	64,445	-9,713	-15.1%
Centennial	28,482	26,015	2,467	9.5%	70,830	66,964	3,866	5.8%

### Local OPS

DuPAGE	2,188	2,352	(164)	-7.0%	5,078	4,721	357	7.6%
Palwaukee	1,673	1,712	(39)	-2.3%	3,289	3,422	-133	-3.9%
Aurora	2,694	2,557	137	5.4%	5,565	5,744	-179	-3.1%
Waukegan	1,234	1,254	(20)	-1.6%	2,898	2,644	254	9.6%
State of Illinois	28,736	26,546	2,190	8.2%	66,443	62,402	4,041	6.5%
Teterboro	0	0	0		0	0	0	
Van Nuys	6,019	7,932	(1,913)	-24.1%	17,026	22,659	-5,633	-24.9%
Centennial	13,907	10,909	2,998	27.5%	33,982	26,238	7,744	29.5%

### Itinerant OPS

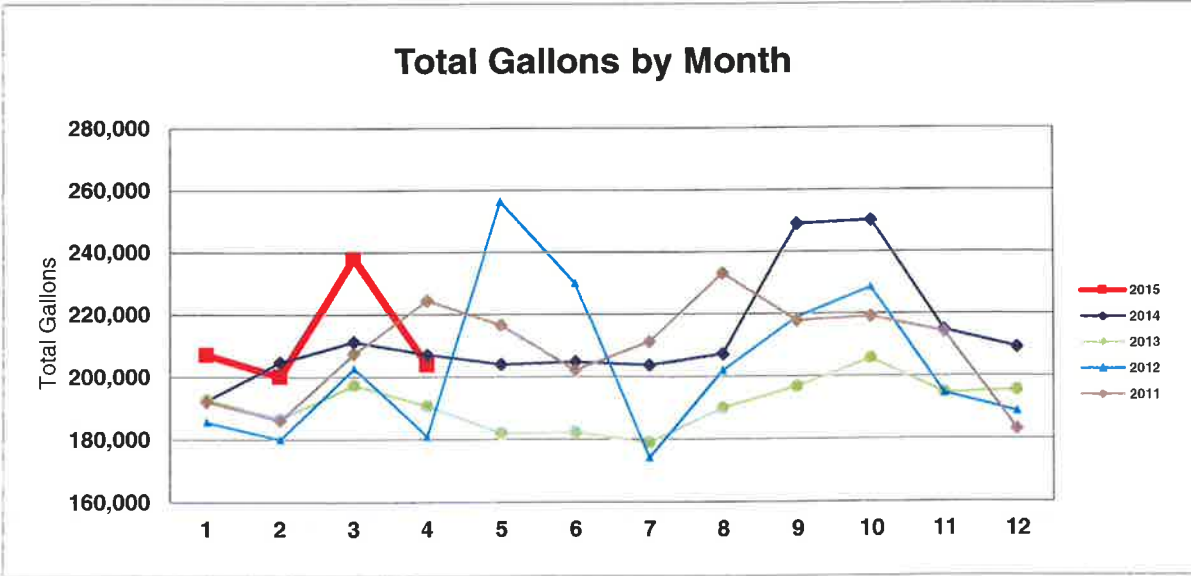
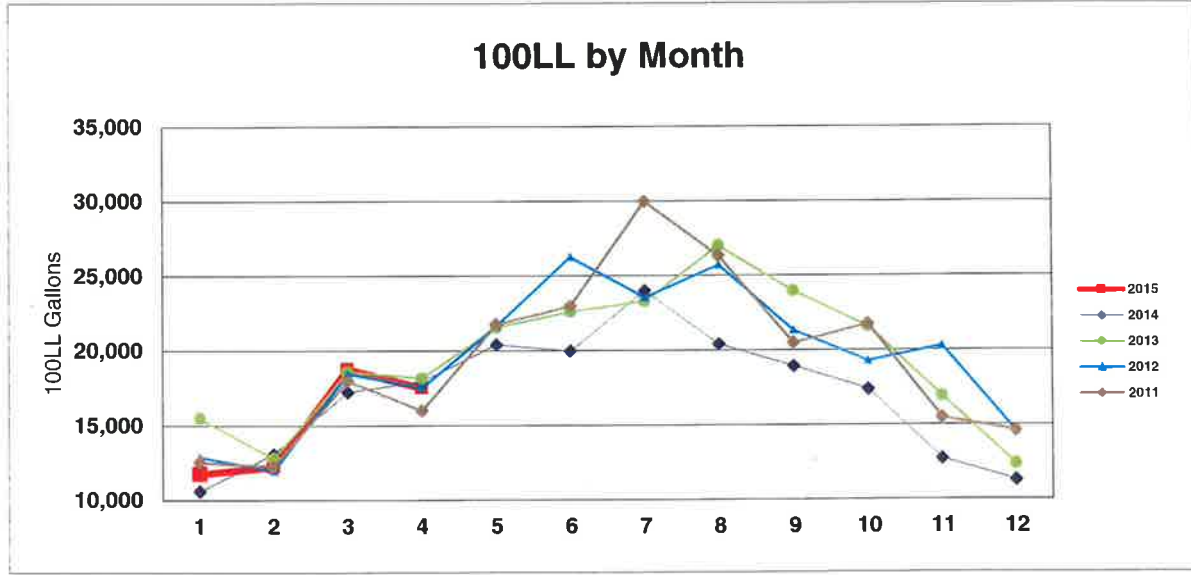
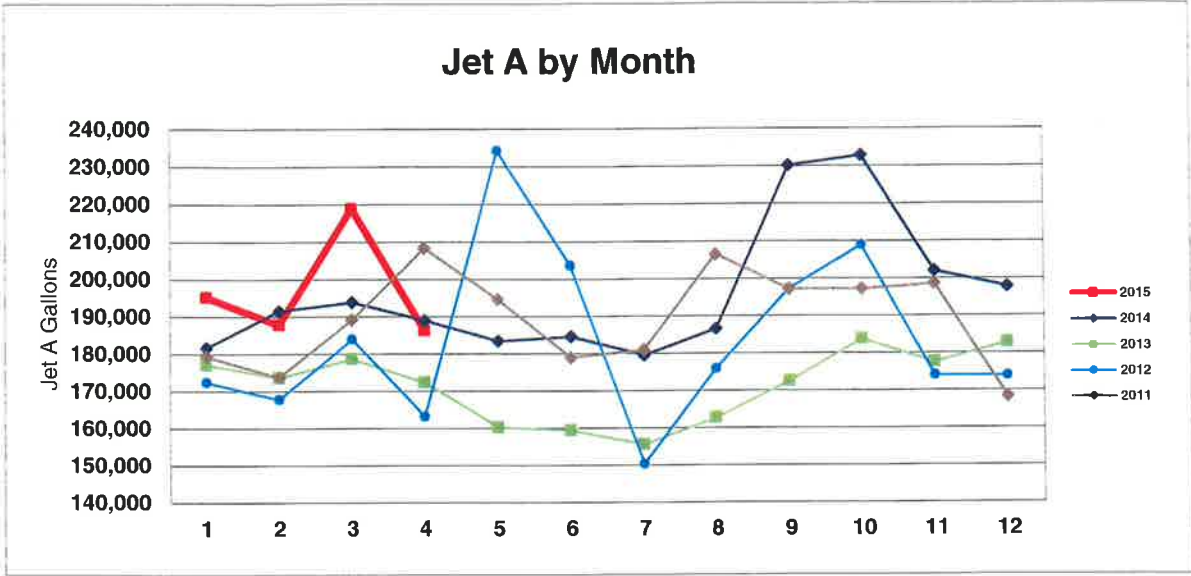
DuPAGE	3,956	3,661	295	8.1%	9,468	9,137	331	3.6%
Palwaukee	4,425	4,280	145	3.4%	11,417	10,657	760	7.1%
Aurora	2,867	2,395	472	19.7%	5,972	5,112	860	16.8%
Waukegan	1,678	1,746	(68)	-3.9%	4,456	4,185	271	6.5%
State of Illinois	130,613	128,932	1,681	1.3%	343,869	332,632	11,237	3.4%
Teterboro	13,575	12,757	818	6.4%	36,822	36,898	-76	-0.2%
Van Nuys	13,206	14,712	(1,506)	-10.2%	37,706	41,786	-4,080	-9.8%
Centennial	14,575	15,106	(531)	-3.5%	36,848	40,726	-3,878	-9.5%

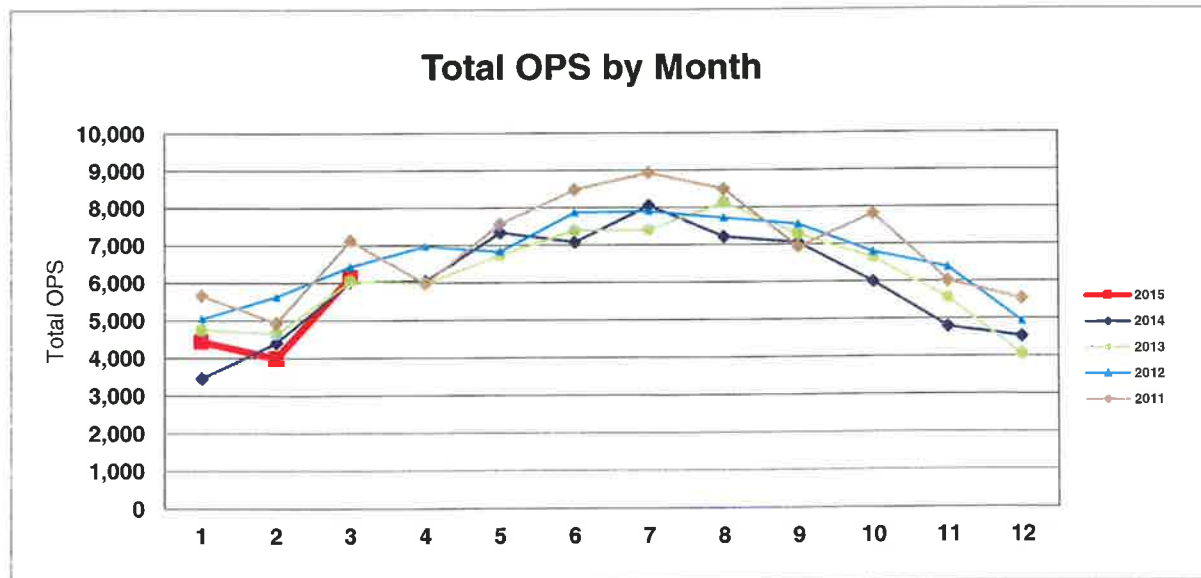
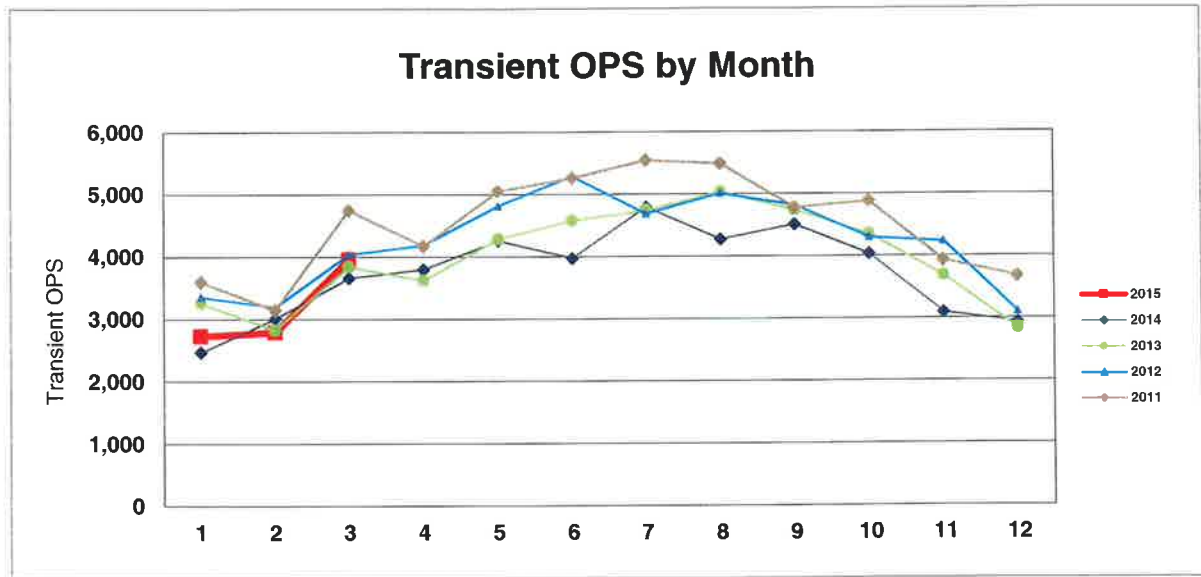
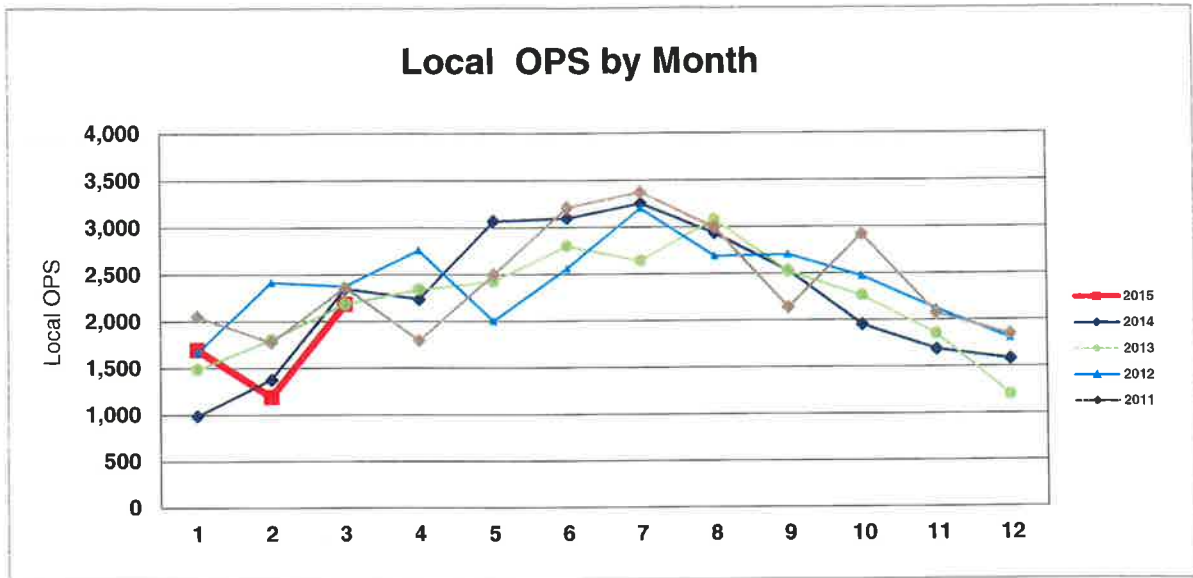


**MONTHLY STATISTICS**

**April 2015**

	<u>April '15</u>	<u>April '14</u>	<u>'15 vs. '14</u>	<u>April Percent Change</u>	<u>YTD 2015</u>	<u>YTD 2014</u>	<u>'15 vs. '14</u>	<u>Percent Change</u>
<b>FUEL</b>								
100LL	17,480	17,927	(447)	-2.5%	60,112	58,789	1,323	2.3%
Jet A	186,167	189,043	(2,876)	-1.5%	787,840	756,098	31,742	4.2%
<b>Total Gallons</b>	<b>203,647</b>	<b>206,970</b>	<b>(3,323)</b>	<b>-1.6%</b>	<b>847,952</b>	<b>814,887</b>	<b>33,065</b>	<b>4.1%</b>







# DUPAGE AIRPORT AUTHORITY

**4/30/2015**

**FINANCIALS  
PRE-AUDIT  
COMMISSIONERS**



**Board Summary**  
**DuPage Airport Authority**  
**YTD April 2015**

	YTD Budget	YTD Actual	Percent Change Actual vs Budget
Beginning Cash Balance- Unrestricted	9,467,750	9,467,750	
Beginning Cash Balance - Restricted	7,055,080	7,055,080	
	<b>16,522,830</b>	<b>16,522,830</b>	
<b><u>OPERATING REVENUES</u></b>			
Airport Operations	1,684,860	1,669,108	-1%
Flight Center Fuel Operations	4,114,261	3,549,195	-14%
Prairie Landing Golf Club	414,080	419,958	1%
TOTAL OPERATING REVENUES	6,213,201	5,638,261	-9%
<b><u>OPERATING EXPENSES</u></b>			
Airport Operations	2,209,883	2,009,566	-9%
Flight Center Fuel Operations	3,363,375	2,394,309	-29%
Prairie Landing Golf Club	582,065	545,995	-6%
TOTAL OPERATING EXPENSES	6,155,324	4,949,870	-20%
<b>Net Profit from Operations</b>	<b>57,877</b>	<b>688,391</b>	<b>1089%</b>
<b><u>NON-OPERATING REVENUES</u></b>			
Miscellaneous Taxes	18,333	26,220	43%
Property Taxes/Abatements	1,667	2,946	77%
Federal & State Grants	0	0	0%
Investment Income	23,000	20,266	-12%
Unrealized Gain/Loss from Investments	0	15,604	0%
Gain/(Loss) on Sale of Fixed Assets	10,000	1,407,672	13977%
TOTAL NON-OPERATING REVENUES	53,000	1,472,708	2679%
<b><u>NON-OPERATING EXPENSES</u></b>			
Property Tax (DAA)	0	0	0%
Property Tax (PLGC)	0	0	0%
TOTAL NON-OPERATING EXPENSES	0	0	0%
<b>Net Profit from Non-Operations</b>	<b>53,000</b>	<b>1,472,708</b>	<b>2679%</b>
<b>Net Profit Excluding Depreciation</b>	<b>110,877</b>	<b>2,161,099</b>	<b>1849%</b>
Total YTD Revenues	6,266,201	7,110,968	13%
Total YTD Expenditures	6,155,324	4,949,870	-20%
<b>CAPITAL DEVELOPMENT PROGRAMS</b>	6,018,250	933,632	-84%
<b>MAJOR MAINTENANCE</b>	12,650	72,473	473%
<b>FUTURE PROJECT EXPENSE</b>	0	3,390	0%
Adjustment for Non-Cash Activities	0	(521,884)	
<b>Cash Balance - Ending</b>	<b>10,602,808</b>	<b>17,152,550</b>	<b>62%</b>

**DUPAGE AIRPORT AUTHORITY**  
**COMBINING BALANCE SHEET**  
 Month of April 2015

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
<b>ASSETS</b>				
<b>Current Assets</b>				
Cash & Cash Equivalents	11,297,615	5,847,979	6,956	17,152,550
Receivables				
Property Taxes	5,997,289	-	-	5,997,289
Interest	16,576	-	-	16,576
Accounts Receivable	40,522	366,896	20,729	428,147
Notes Receivable TEA Current Portion	47,400	-	-	47,400
Notes Receivable TEA Long term Portion	126,837	-	-	126,837
Due To/From Prairie Landing Golf Club	963,217	-	-	963,217
Due To/From DuPage Bus. Park Owner Assoc.	30,000	-	-	30,000
Prepaid Expenses	474,675	58,004	6,450	539,130
Vehicle Fuel Inventory	24,232	-	-	24,232
Inventories	-	130,047	113,923	243,970
<b>Total Current Assets</b>	<b>19,018,363</b>	<b>6,402,927</b>	<b>148,057</b>	<b>25,569,346</b>
<b>Other Assets</b>				
<b>Total Other Assets</b>	-	-	-	-
<b>Capital Assets</b>				
Cost	308,421,447	894,015	2,881,946	312,197,409
Construction in Progress	15,037,688	-	-	15,037,688
	323,459,135	894,015	2,881,946	327,235,097
Accumulated Depreciation/Amortization	(170,689,821)	(740,679)	(2,706,894)	(174,137,394)
<b>Total Capital Assets</b>	<b>152,769,315</b>	<b>153,337</b>	<b>175,051</b>	<b>153,097,703</b>
<b>TOTAL ASSETS</b>	<b>171,787,677</b>	<b>6,556,263</b>	<b>323,109</b>	<b>178,667,049</b>

**DUPAGE AIRPORT AUTHORITY**  
**COMBINING BALANCE SHEET**  
 Month of April 2015

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
<b>LIABILITIES</b>				
<b>Current Liabilities</b>				
Accounts Payable	382,161	137,535	29,418	549,115
Accrued Liabilities	565,427	85,193	570,985	1,221,605
Due to/from DuPage Airport Authority	-	-	963,217	963,217
Deferred Income - Operations	1,957,423	110,590	-	2,068,013
Deferred Income Property Taxes	5,997,288	-	-	5,997,288
Deferred Income Land	81,000	-	-	81,000
Total Current Liabilities	8,983,300	333,319	1,563,620	10,880,238
<b>Long-Term Liabilities</b>				
Security Deposits	102,074	-	206,093	308,167
<b>Total Long-Term Liabilities</b>	102,074	-	206,093	308,167
<b>TOTAL LIABILITIES</b>	9,085,373	333,319	1,769,713	11,188,405
<b>NET ASSETS</b>				
<b>Net Assets</b>				
Investment in Capital Assets, January 1	154,355,418	159,551	207,574	154,722,543
Changes in Net Capital Assets	(1,586,103)	(6,214)	(32,523)	(1,624,840)
Net Investment in Capital Assets	152,769,315	153,337	175,051	153,097,703
Restricted for Future Capital Assets, January 1	2,685,777	-	-	2,685,777
Changes in Restricted for Future Capital Assets	1,576,590	-	-	1,576,590
Net Restricted for Future Capital Assets	4,262,367	-	-	4,262,367
Designated for Future Capital Assets, January 1	4,284,302	-	-	4,284,302
Changes in Designated for Future Capital Assets	(590,310)	-	-	(590,310)
Net Designated for Future Capital Assets	3,693,992	-	-	3,693,992
Unrestricted Assets, January 1	2,415,529	4,914,722	(1,490,680)	5,839,571
Changes in Unrestricted Assets	599,824	6,214	32,523	638,560
Net Income (Loss)	(1,038,722)	1,148,672	(163,498)	(53,548)
Intrafund Transfers - Transfer from Tech Park	-	-	-	-
Net Unrestricted Assets	1,976,630	6,069,608	(1,621,656)	6,424,582
<b>TOTAL NET ASSETS</b>	162,702,304	6,222,945	(1,446,604)	167,478,645
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>171,787,677</b>	<b>6,556,263</b>	<b>323,109</b>	<b>178,667,049</b>

**DUPAGE AIRPORT AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENSES**  
**YTD April 2015**

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
<b>Revenues</b>				
Field Operations	580,003	0	0	580,003
Building Operations	954,853	0	0	954,853
Flight Center Building	63,586	0	0	63,586
Administrative	70,665	0	0	70,665
Fuel and Oil Sales	0	3,410,417	0	3,410,417
De-ice, Lav Service, Preheats, APU, Tows	0	46,480	0	46,480
Overnight Fees - Transient	0	4,868	0	4,868
Hangar Rental	0	70,320	0	70,320
Golf Operations	0	0	257,254	257,254
Food and Beverage	0	14,181	15,379	29,560
Kitty Hawk Deli	0	0	9,558	9,558
Banquet	0	0	117,749	117,749
Miscellaneous	0	2,929	20,018	22,947
<b>Total Revenues</b>	<b>1,669,108</b>	<b>3,549,195</b>	<b>419,958</b>	<b>5,638,261</b>
<b>Cost of Sales</b>				
Field Operations	592,169	0	0	592,169
Building Operations	345,328	0	0	345,328
Flight Center Building	73,984	0	0	73,984
Shop Equipment	144,701	0	0	144,701
Fuel and Oil	0	1,742,384	0	1,742,384
Maintenance	0	64,070	0	64,070
Credit Card Expense	0	45,285	6,321	51,607
Golf Course Maintenance	0	0	137,396	137,396
Golf Operations	0	0	43,322	43,322
Food and Beverage	0	39,860	62,293	102,153
Kitty Hawk - Deli	0	0	9,558	9,558
Banquet	0	0	96,224	96,224
<b>Total Cost of Sales</b>	<b>1,156,180</b>	<b>1,891,600</b>	<b>355,114</b>	<b>3,402,895</b>
<b>Gross Profit/(Loss)</b>	<b>512,927</b>	<b>1,657,594</b>	<b>64,844</b>	<b>2,235,366</b>
<b>General and Administrative</b>				
Administration	640,726	496,595	190,881	1,328,201
Commissioners	31,885	0	0	31,885
Business Development & Marketing	69,945	6,114	0	76,059
Accounting	110,830	0	0	110,830
<b>Total General &amp; Administrative</b>	<b>853,386</b>	<b>502,709</b>	<b>190,881</b>	<b>1,546,975</b>
<b>Operating Income (Loss) Before Depreciation &amp; Principal Reductions</b>	<b>(340,458)</b>	<b>1,154,886</b>	<b>(126,036)</b>	<b>688,391</b>
<b>Non Operating Revenues (Expenses)</b>				
Taxes - Property	2,946	0	0	2,946
Taxes - Other	26,220	0	0	26,220
Taxes - Paid	0	0	0	0
Federal & State Grants	0	0	0	0
Investment Income	20,265	0	1	20,266
Unrealized Gain/Loss from Investments	15,604	0	0	15,604
Amortization (Expense)	0	0	0	0
Gain on Sale of Fixed Assets	1,410,841	0	(3,169)	1,407,672
Other Revenue (Expenses)	0	0	0	0
<b>Total Non Operating Revenues (Expenses)</b>	<b>1,475,876</b>	<b>0</b>	<b>(3,168)</b>	<b>1,472,708</b>
<b>Net Income (Loss) before adjustments</b>	<b>1,135,417</b>	<b>1,154,886</b>	<b>(129,205)</b>	<b>2,161,099</b>
Depreciation	2,104,725	6,214	27,845	2,138,784
Major Maintenance Expense	66,024	0	6,448	72,473
Future Project Expense	3,390	0	0	3,390
<b>Net Income</b>	<b>(1,038,722)</b>	<b>1,148,672</b>	<b>(163,498)</b>	<b>(53,548)</b>

## Total DuPage Airport Authority

STATEMENT OF REVENUES AND EXPENSES  
For the Month Ending 4/30/2015

	Month			YTD			2015 Annual			Month			YTD		
	Budget		Variance	Budget		Variance	Budget		Variance	2014		Variance	2015		Variance
	Actual			Actual						2015	2014		2015	2014	
<b>REVENUES</b>															
Airport Operations	\$ 373,542	\$ 369,793	\$ 3,748	\$ 1,669,108	\$ 1,684,860	\$ (15,753)	\$ 4,642,907	\$ 4,642,907	\$ 24,891	\$ 373,542	\$ 348,651	\$ 24,891	\$ 1,669,108	\$ 1,664,625	\$ 4,483
Prairie Landing Golf Club	\$ 178,051	\$ 189,666	\$ (11,615)	\$ 419,958	\$ 414,080	\$ 5,878	\$ 2,694,570	\$ 2,694,570	\$ (18,942)	\$ 178,051	\$ 196,993	\$ (18,942)	\$ 419,958	\$ 341,462	\$ 78,496
DuPage Flight Center	\$ 817,555	\$ 1,048,069	\$ (230,514)	\$ 3,549,195	\$ 4,114,261	\$ (565,066)	\$ 12,140,373	\$ 12,140,373	\$ (235,625)	\$ 817,555	\$ 1,053,180	\$ (235,625)	\$ 3,549,195	\$ 4,163,565	\$ (614,370)
<b>Total Revenues</b>	<b>\$ 1,369,148</b>	<b>\$ 1,607,529</b>	<b>\$ (238,381)</b>	<b>\$ 5,638,261</b>	<b>\$ 6,213,201</b>	<b>\$ (574,940)</b>	<b>\$ 19,417,850</b>	<b>\$ 19,417,850</b>	<b>\$ (229,676)</b>	<b>\$ 1,369,148</b>	<b>\$ 1,598,824</b>	<b>\$ (229,676)</b>	<b>\$ 5,638,261</b>	<b>\$ 6,169,652</b>	<b>\$ (531,391)</b>
<b>COST OF SALES</b>															
Airport Operations	\$ 310,738	\$ 274,550	\$ 36,188	\$ 1,156,180	\$ 1,285,202	\$ (109,021)	\$ 3,625,296	\$ 3,625,296	\$ (25,329)	\$ 310,738	\$ 336,068	\$ (25,329)	\$ 1,156,180	\$ 1,329,603	\$ (173,422)
Prairie Landing Golf Club	\$ 138,632	\$ 144,476	\$ (5,844)	\$ 348,793	\$ 386,017	\$ (37,224)	\$ 1,911,158	\$ 1,911,158	\$ 27,251	\$ 138,632	\$ 111,381	\$ 27,251	\$ 348,793	\$ 328,506	\$ 20,287
DuPage Flight Center	\$ 437,304	\$ 720,602	\$ (283,298)	\$ 1,891,600	\$ 2,847,340	\$ (955,739)	\$ 8,448,710	\$ 8,448,710	\$ (270,995)	\$ 437,304	\$ 708,300	\$ (270,995)	\$ 1,891,600	\$ 2,880,232	\$ (988,632)
<b>Total Cost of Sales</b>	<b>\$ 886,675</b>	<b>\$ 1,139,628</b>	<b>\$ (252,953)</b>	<b>\$ 3,396,573</b>	<b>\$ 4,498,558</b>	<b>\$ (1,101,985)</b>	<b>\$ 13,985,163</b>	<b>\$ 13,985,163</b>	<b>\$ (269,074)</b>	<b>\$ 886,675</b>	<b>\$ 1,155,748</b>	<b>\$ (269,074)</b>	<b>\$ 3,396,573</b>	<b>\$ 4,538,341</b>	<b>\$ (1,141,768)</b>
<b>Gross Profit/(Loss)</b>	<b>\$ 482,473</b>	<b>\$ 467,901</b>	<b>\$ 14,573</b>	<b>\$ 2,241,687</b>	<b>\$ 1,714,643</b>	<b>\$ 527,044</b>	<b>\$ 5,432,686</b>	<b>\$ 5,432,686</b>	<b>\$ 39,398</b>	<b>\$ 482,473</b>	<b>\$ 443,075</b>	<b>\$ 39,398</b>	<b>\$ 2,241,687</b>	<b>\$ 1,631,311</b>	<b>\$ 610,376</b>
<b>GENERAL AND ADMINISTRATIVE</b>															
Airport Operations	\$ 235,603	\$ 236,012	\$ (409)	\$ 853,386	\$ 944,682	\$ (91,296)	\$ 2,933,498	\$ 2,933,498	\$ (63,628)	\$ 235,603	\$ 299,231	\$ (63,628)	\$ 853,386	\$ 930,143	\$ (76,757)
Prairie Landing Golf Club	\$ 54,550	\$ 52,439	\$ 2,110	\$ 197,202	\$ 196,048	\$ 1,154	\$ 620,465	\$ 620,465	\$ 5,208	\$ 54,550	\$ 49,341	\$ 5,208	\$ 197,202	\$ 179,515	\$ 17,687
DuPage Flight Center	\$ 114,268	\$ 133,677	\$ (19,409)	\$ 502,709	\$ 516,036	\$ (13,327)	\$ 1,622,345	\$ 1,622,345	\$ (16,178)	\$ 114,268	\$ 130,446	\$ (16,178)	\$ 502,709	\$ 498,033	\$ 4,675
<b>Total G&amp;A Costs</b>	<b>\$ 404,420</b>	<b>\$ 422,128</b>	<b>\$ (17,707)</b>	<b>\$ 1,553,296</b>	<b>\$ 1,656,766</b>	<b>\$ (103,470)</b>	<b>\$ 5,176,308</b>	<b>\$ 5,176,308</b>	<b>\$ (74,598)</b>	<b>\$ 404,420</b>	<b>\$ 479,018</b>	<b>\$ (74,598)</b>	<b>\$ 1,553,296</b>	<b>\$ 1,607,691</b>	<b>\$ (54,395)</b>
<b>Operating Income/(Loss)</b>	<b>\$ 78,053</b>	<b>\$ 45,773</b>	<b>\$ 32,280</b>	<b>\$ 688,391</b>	<b>\$ 57,877</b>	<b>\$ 630,514</b>	<b>\$ 256,378</b>	<b>\$ 256,378</b>	<b>\$ 113,996</b>	<b>\$ 78,053</b>	<b>\$ (35,943)</b>	<b>\$ 113,996</b>	<b>\$ 688,391</b>	<b>\$ 23,620</b>	<b>\$ 664,771</b>
<b>NON-OPERATING REVENUES/(EXPENSES)</b>															
Property and Other Tax Revenue	\$ 15,125	\$ 5,000	\$ 10,125	\$ 29,166	\$ 20,000	\$ 9,166	\$ 6,036,000	\$ 6,036,000	\$ 1,878	\$ 15,125	\$ 13,247	\$ 1,878	\$ 29,166	\$ 28,122	\$ 1,044
Property Tax Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (522,000)	\$ (522,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal & State Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Income	\$ 3,813	\$ 5,000	\$ (1,187)	\$ 20,265	\$ 23,000	\$ (2,735)	\$ 43,000	\$ 43,000	\$ (36,473)	\$ 3,813	\$ 40,285	\$ (36,473)	\$ 20,265	\$ 81,143	\$ (60,878)
Unrealized Gain/(Loss) from Investments	\$ (20,513)	\$ -	\$ (20,513)	\$ 15,604	\$ -	\$ 15,604	\$ -	\$ -	\$ (14,600)	\$ (20,513)	\$ (5,913)	\$ (14,600)	\$ 15,604	\$ 45,754	\$ (30,150)
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ 1,410,527	\$ 2,500	\$ 1,408,027	\$ 1,407,672	\$ 10,000	\$ 1,397,672	\$ 30,000	\$ 30,000	\$ (20)	\$ 1,410,527	\$ (20)	\$ 1,410,547	\$ 1,407,672	\$ 11,049	\$ 1,396,622
<b>Total Non-Operating Revenues/(Expenses)</b>	<b>\$ 1,408,952</b>	<b>\$ 12,500</b>	<b>\$ 1,396,452</b>	<b>\$ 1,472,707</b>	<b>\$ 53,000</b>	<b>\$ 1,419,707</b>	<b>\$ 5,587,000</b>	<b>\$ 5,587,000</b>	<b>\$ 1,361,352</b>	<b>\$ 1,408,952</b>	<b>\$ 47,600</b>	<b>\$ 1,361,352</b>	<b>\$ 1,472,707</b>	<b>\$ 166,068</b>	<b>\$ 1,306,639</b>
<b>Net Income/(Loss) before Depreciation</b>	<b>\$ 1,487,005</b>	<b>\$ 58,273</b>	<b>\$ 1,428,732</b>	<b>\$ 2,161,098</b>	<b>\$ 110,877</b>	<b>\$ 2,050,221</b>	<b>\$ 5,843,378</b>	<b>\$ 5,843,378</b>	<b>\$ 1,475,348</b>	<b>\$ 1,487,005</b>	<b>\$ 11,657</b>	<b>\$ 1,475,348</b>	<b>\$ 2,161,098</b>	<b>\$ 189,688</b>	<b>\$ 1,971,410</b>
Depreciation	\$ 534,860	\$ 626,775	\$ (91,914)	\$ 2,138,784	\$ 2,507,098	\$ (368,314)	\$ 7,521,294	\$ 7,521,294	\$ (74,050)	\$ 534,860	\$ 608,910	\$ (74,050)	\$ 2,138,784	\$ 2,435,196	\$ (296,411)
<b>Net Income/(Loss) after Depreciation</b>	<b>\$ 952,145</b>	<b>\$ (568,502)</b>	<b>\$ 1,520,646</b>	<b>\$ 22,314</b>	<b>\$ (2,396,221)</b>	<b>\$ 2,418,535</b>	<b>\$ (1,677,916)</b>	<b>\$ (1,677,916)</b>	<b>\$ 1,549,398</b>	<b>\$ 952,145</b>	<b>\$ (597,253)</b>	<b>\$ 1,549,398</b>	<b>\$ 22,314</b>	<b>\$ (2,245,507)</b>	<b>\$ 2,267,821</b>
Major Maintenance	\$ 7,562	\$ -	\$ 7,562	\$ 72,473	\$ 12,650	\$ 59,823	\$ 311,250	\$ 311,250	\$ 16,165	\$ 7,562	\$ (8,602)	\$ 16,165	\$ 72,473	\$ 94,858	\$ (22,386)
Engineering Costs	\$ -	\$ -	\$ -	\$ 3,390	\$ -	\$ 3,390	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,390	\$ -	\$ 3,390
<b>Net Income/(Loss)</b>	<b>\$ 944,582</b>	<b>\$ (568,502)</b>	<b>\$ 1,513,084</b>	<b>\$ (53,549)</b>	<b>\$ (2,408,871)</b>	<b>\$ 2,355,322</b>	<b>\$ (1,989,166)</b>	<b>\$ (1,989,166)</b>	<b>\$ 1,533,233</b>	<b>\$ 944,582</b>	<b>\$ (588,651)</b>	<b>\$ 1,533,233</b>	<b>\$ (53,549)</b>	<b>\$ (2,340,366)</b>	<b>\$ 2,286,816</b>

**Airport and Administration**  
STATEMENT OF REVENUES AND EXPENSES  
For the Month Ending 4/30/2015

	YTD				Month			YTD					
	2015 Annual Budget				2015			2014			2015		
	Budget	Variance	Actual		Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual
<b>REVENUES</b>													
Administrative	\$ 11,821	\$ 20,331	\$ 70,665	\$ 47,283	\$ 32,151	\$ (49,189)	\$ 142,584	\$ 32,151	\$ (49,189)	\$ 142,584	\$ 81,340	\$ 70,665	\$ 50,003
Field Operations	\$ 98,223	\$ (6,991)	\$ 580,003	\$ 587,704	\$ 91,232	\$ 160,451	\$ 1,368,173	\$ 91,232	\$ 160,451	\$ 1,368,173	\$ (69,219)	\$ 580,003	\$ 582,725
Building Operations	\$ 245,277	\$ (11,015)	\$ 954,853	\$ 991,984	\$ 234,262	\$ 221,588	\$ 2,958,263	\$ 234,262	\$ 221,588	\$ 2,958,263	\$ 12,673	\$ 954,853	\$ 964,011
Flight Center	\$ 14,473	\$ 1,424	\$ 63,586	\$ 57,890	\$ 15,897	\$ 15,800	\$ 173,887	\$ 15,897	\$ 15,800	\$ 173,887	\$ 96	\$ 63,586	\$ 67,886
<b>Total Revenues</b>	\$ 369,793	\$ 3,748	\$ 1,669,108	\$ 1,684,860	\$ 373,542	\$ 348,651	\$ 54,642,907	\$ 373,542	\$ 348,651	\$ 54,642,907	\$ 24,891	\$ 1,669,108	\$ 1,664,625
<b>COST OF SALES</b>													
Field Operations	\$ 132,165	\$ 43,129	\$ 592,169	\$ 587,981	\$ 175,294	\$ 171,169	\$ 1,741,421	\$ 175,294	\$ 171,169	\$ 1,741,421	\$ 4,125	\$ 592,169	\$ 590,765
Building Operations	\$ 85,949	\$ 147	\$ 345,328	\$ 410,959	\$ 86,096	\$ 114,554	\$ 1,142,514	\$ 86,096	\$ 114,554	\$ 1,142,514	\$ (28,458)	\$ 345,328	\$ 460,421
Flight Center	\$ 23,069	\$ (3,741)	\$ 73,984	\$ 104,440	\$ 19,327	\$ 25,288	\$ 284,484	\$ 19,327	\$ 25,288	\$ 284,484	\$ (5,961)	\$ 73,984	\$ 89,875
Shop Equip. Operations	\$ 33,367	\$ (3,346)	\$ 144,701	\$ 161,822	\$ 30,021	\$ 25,057	\$ 456,877	\$ 30,021	\$ 25,057	\$ 456,877	\$ 4,964	\$ 144,701	\$ 188,542
<b>Total Cost of Sales</b>	\$ 274,550	\$ 36,189	\$ 1,156,180	\$ 1,265,202	\$ 310,738	\$ 336,068	\$ 53,625,236	\$ 310,738	\$ 336,068	\$ 53,625,236	\$ (25,329)	\$ 1,156,180	\$ 1,329,603
<b>Gross Profit/(Loss)</b>	\$ 95,244	\$ (32,440)	\$ 512,927	\$ 419,659	\$ 62,803	\$ 12,583	\$ 51,017,611	\$ 62,803	\$ 12,583	\$ 51,017,611	\$ 50,220	\$ 512,927	\$ 335,022
<b>GENERAL AND ADMINISTRATIVE</b>													
Administrative	\$ 185,260	\$ (16,050)	\$ 640,726	\$ 741,693	\$ 169,210	\$ 236,047	\$ 2,299,514	\$ 169,210	\$ 236,047	\$ 2,299,514	\$ (66,837)	\$ 640,726	\$ 730,212
Commissioners	\$ 8,665	\$ (941)	\$ 31,885	\$ 34,662	\$ 7,725	\$ 7,600	\$ 103,985	\$ 7,725	\$ 7,600	\$ 103,985	\$ 125	\$ 31,885	\$ 30,917
Business Dev./Marketing	\$ 16,584	\$ 20,095	\$ 69,945	\$ 65,925	\$ 36,649	\$ 8,942	\$ 202,011	\$ 36,649	\$ 8,942	\$ 202,011	\$ 27,707	\$ 69,945	\$ 36,680
Accounting	\$ 25,532	\$ (3,513)	\$ 110,830	\$ 102,402	\$ 22,019	\$ 46,642	\$ 327,988	\$ 22,019	\$ 46,642	\$ 327,988	\$ (24,623)	\$ 110,830	\$ 132,335
<b>Total G&amp;A Costs</b>	\$ 236,012	\$ (409)	\$ 853,386	\$ 944,682	\$ 235,603	\$ 299,231	\$ 52,933,438	\$ 235,603	\$ 299,231	\$ 52,933,438	\$ (63,628)	\$ 853,386	\$ 930,143
<b>Operating Income/(Loss)</b>	\$ (140,768)	\$ (32,031)	\$ (340,458)	\$ (525,023)	\$ (172,800)	\$ (286,648)	\$ (51,915,887)	\$ (172,800)	\$ (286,648)	\$ (51,915,887)	\$ 113,848	\$ (340,458)	\$ (595,121)
<b>NON-OPERATING REVENUES/(EXPENSES)</b>													
Property and Other Tax Revenue	\$ 5,000	\$ 10,125	\$ 29,166	\$ 20,000	\$ 15,125	\$ 13,247	\$ 6,036,000	\$ 15,125	\$ 13,247	\$ 6,036,000	\$ 1,878	\$ 29,166	\$ 28,122
Property Tax Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (214,000)	\$ -	\$ -	\$ (214,000)	\$ -	\$ -	\$ -
Federal & State Grants	\$ 5,000	\$ (1,187)	\$ 20,265	\$ 23,000	\$ 3,813	\$ 40,285	\$ 43,000	\$ 3,813	\$ 40,285	\$ 43,000	\$ (36,473)	\$ 20,265	\$ 81,143
Investment Income	\$ -	\$ -	\$ 15,604	\$ -	\$ (20,513)	\$ (5,913)	\$ -	\$ (20,513)	\$ (5,913)	\$ -	\$ (14,600)	\$ 15,604	\$ 45,754
Unrealized Gain/Loss from Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization (Expense)	\$ 2,500	\$ 1,408,155	\$ 1,410,841	\$ 10,000	\$ 1,410,655	\$ (20)	\$ 30,000	\$ 1,410,655	\$ (20)	\$ 1,410,675	\$ 1,410,675	\$ 1,410,841	\$ 1,046
Gain on Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Non-Operating Revenues/(Expenses)</b>	\$ 12,500	\$ 1,396,579	\$ 1,475,876	\$ 53,000	\$ 1,475,876	\$ 1,409,079	\$ 55,895,000	\$ 1,409,079	\$ 47,600	\$ 1,475,876	\$ 1,361,479	\$ 1,475,876	\$ 1,319,810
<b>Net Income/(Loss) before Depreciation</b>	\$ (128,268)	\$ 1,364,548	\$ 1,135,417	\$ (472,023)	\$ 1,236,280	\$ (239,048)	\$ 3,973,113	\$ 1,236,280	\$ (239,048)	\$ 1,475,328	\$ 1,475,328	\$ 1,135,417	\$ (439,056)
Depreciation	\$ 618,131	\$ (91,394)	\$ 2,104,725	\$ 2,472,523	\$ 526,737	\$ 597,023	\$ 7,417,568	\$ 526,737	\$ 597,023	\$ 7,417,568	\$ (70,287)	\$ 2,104,725	\$ 2,387,647
<b>Net Income/(Loss) after Depreciation</b>	\$ (746,399)	\$ 1,455,942	\$ (969,308)	\$ (2,944,546)	\$ 709,543	\$ (836,072)	\$ (5,438,455)	\$ 709,543	\$ (836,072)	\$ (5,438,455)	\$ 1,545,615	\$ (969,308)	\$ (2,826,702)
Major Maintenance	\$ -	\$ 1,114	\$ 66,024	\$ -	\$ 1,114	\$ (10,602)	\$ 11,716	\$ 1,114	\$ (10,602)	\$ 11,716	\$ -	\$ 66,024	\$ 92,705
Engineering Costs	\$ -	\$ -	\$ 3,390	\$ -	\$ 3,390	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,390	\$ -
<b>Net Income/(Loss)</b>	\$ (746,399)	\$ 1,454,828	\$ (1,038,722)	\$ (2,944,546)	\$ 708,429	\$ (825,469)	\$ (5,626,555)	\$ 708,429	\$ (825,469)	\$ (5,626,555)	\$ 1,533,898	\$ (1,038,722)	\$ (2,919,407)

**DuPage Flight Center**  
STATEMENT OF REVENUES AND EXPENSES  
For the Month Ending 4/30/2015

	Month			YTD			2015 Annual Budget			Month			2015			YTD		
	Actual		Variance	Actual		Variance	Budget		Budget		2015		2014		2015		Variance	
<b>REVENUES</b>																		
Hanger Rentals	\$ (3,462)	\$ 12,333	\$ (15,795)	\$ 70,320	\$ 49,333	\$ 20,987	\$ 148,000	\$ (3,462)	\$ 11,160	\$ (14,622)	\$ 70,320	\$ 71,374	\$ (1,054)					
Ramp Tie Downs & Overnight fees	\$ 2,259	\$ 2,083	\$ 176	\$ 4,868	\$ 8,333	\$ (3,465)	\$ 25,000	\$ 2,259	\$ 2,494	\$ (235)	\$ 4,868	\$ 3,482	\$ 1,386					
Fuel and Oil Sales	\$ 813,542	\$ 1,025,716	\$ (212,174)	\$ 3,410,417	\$ 4,024,847	\$ (614,430)	\$ 11,872,132	\$ 813,542	\$ 1,093,007	\$ (219,466)	\$ 3,410,417	\$ 4,041,171	\$ (630,754)					
Line Service Other	\$ 2,193	\$ 4,042	\$ (1,849)	\$ 46,480	\$ 16,167	\$ 30,313	\$ 48,500	\$ 2,193	\$ 3,400	\$ (1,207)	\$ 46,480	\$ 33,603	\$ 12,877					
Aircraft Catering	\$ 2,045	\$ 3,103	\$ (1,058)	\$ 14,181	\$ 12,414	\$ 1,767	\$ 37,241	\$ 2,045	\$ 2,268	\$ (223)	\$ 14,181	\$ 10,646	\$ 3,534					
Non Airfield Rerly/Lease/Maintenance Revenue	\$ 978	\$ 792	\$ 186	\$ 2,929	\$ 3,157	\$ (228)	\$ 9,500	\$ 978	\$ 851	\$ 127	\$ 2,929	\$ 3,288	\$ (360)					
<b>Total Revenue</b>	<b>\$ 817,555</b>	<b>\$ 1,048,069</b>	<b>\$ (230,514)</b>	<b>\$ 3,549,195</b>	<b>\$ 4,114,261</b>	<b>\$ (565,066)</b>	<b>\$ 12,140,373</b>	<b>\$ 817,555</b>	<b>\$ 1,053,180</b>	<b>\$ (235,625)</b>	<b>\$ 3,549,195</b>	<b>\$ 4,165,565</b>	<b>\$ (614,370)</b>					
<b>COST OF SALES</b>																		
Fuel and Oil Cost of Sales	\$ 404,120	\$ 679,517	\$ (275,397)	\$ 1,742,079	\$ 2,682,999	\$ (940,920)	\$ 7,955,688	\$ 404,120	\$ 665,239	\$ (261,120)	\$ 1,742,079	\$ 2,705,586	\$ (963,507)					
De Ice Cost of Goods	\$ -	\$ 2,083	\$ (2,083)	\$ 305	\$ 8,333	\$ (8,028)	\$ 25,000	\$ -	\$ -	\$ -	\$ 305	\$ 17,894	\$ (17,589)					
Credit Card Expense	\$ 9,934	\$ 13,833	\$ (3,899)	\$ 45,285	\$ 55,333	\$ (10,048)	\$ 166,000	\$ 9,934	\$ 13,762	\$ (3,828)	\$ 45,285	\$ 51,739	\$ (6,454)					
Food - COGS	\$ 7,569	\$ 8,333	\$ (764)	\$ 39,860	\$ 33,333	\$ 6,527	\$ 100,000	\$ 7,569	\$ 9,219	\$ (1,651)	\$ 39,860	\$ 36,962	\$ 2,898					
Maintenance	\$ 15,682	\$ 16,835	\$ (1,153)	\$ 64,070	\$ 67,341	\$ (3,270)	\$ 202,022	\$ 15,682	\$ 20,079	\$ (4,397)	\$ 64,070	\$ 68,051	\$ (3,980)					
<b>Total Cost of Sales</b>	<b>\$ 437,304</b>	<b>\$ 720,602</b>	<b>\$ (283,298)</b>	<b>\$ 1,891,600</b>	<b>\$ 2,847,340</b>	<b>\$ (955,739)</b>	<b>\$ 8,448,710</b>	<b>\$ 437,304</b>	<b>\$ 708,300</b>	<b>\$ (270,995)</b>	<b>\$ 1,891,600</b>	<b>\$ 2,880,232</b>	<b>\$ (988,632)</b>					
<b>Gross Profit/(Loss)</b>	<b>\$ 380,251</b>	<b>\$ 327,467</b>	<b>\$ 52,784</b>	<b>\$ 1,657,594</b>	<b>\$ 1,266,921</b>	<b>\$ 390,673</b>	<b>\$ 3,691,663</b>	<b>\$ 380,251</b>	<b>\$ 344,881</b>	<b>\$ 35,370</b>	<b>\$ 1,657,594</b>	<b>\$ 1,283,333</b>	<b>\$ 374,262</b>					
<b>GENERAL AND ADMINISTRATIVE</b>																		
Operating Income/(Loss)	\$ 114,268	\$ 133,677	\$ (19,409)	\$ 502,709	\$ 516,036	\$ (13,327)	\$ 1,622,345	\$ 114,268	\$ 130,446	\$ (16,178)	\$ 502,709	\$ 495,033	\$ 4,675					
Gain on Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 265,983	\$ 214,435	\$ 51,548	\$ 1,154,886	\$ 785,300	\$ 369,586					
<b>Net Income/(Loss) before Depreciation</b>	<b>\$ 265,983</b>	<b>\$ 193,791</b>	<b>\$ 72,192</b>	<b>\$ 1,154,886</b>	<b>\$ 750,885</b>	<b>\$ 404,000</b>	<b>\$ 2,069,318</b>	<b>\$ 265,983</b>	<b>\$ 214,435</b>	<b>\$ 51,548</b>	<b>\$ 1,154,886</b>	<b>\$ 790,952</b>	<b>\$ 363,934</b>					
Depreciation	\$ 1,553	\$ 1,554	\$ (0)	\$ 6,214	\$ 6,214	\$ 0	\$ 18,642	\$ 1,553	\$ 1,676	\$ (123)	\$ 6,214	\$ 6,706	\$ (492)					
<b>Net Income/(Loss)</b>	<b>\$ 264,429</b>	<b>\$ 192,237</b>	<b>\$ 72,192</b>	<b>\$ 1,148,672</b>	<b>\$ 744,671</b>	<b>\$ 404,000</b>	<b>\$ 2,050,676</b>	<b>\$ 264,429</b>	<b>\$ 212,758</b>	<b>\$ 51,671</b>	<b>\$ 1,148,672</b>	<b>\$ 784,246</b>	<b>\$ 364,426</b>					








## Accounts Receivable Aging Report Over 60 Days Past Due


Customer No.	Customer Name	Current @ 05/11/15	1 to 30		31 to 60		61 to 90		91+		Total	% of Total
			Days Overdue	Days Overdue	Days Overdue	Days Overdue	Days Overdue	Days Overdue	Days Overdue	Days Overdue		
A-TEA01	TRAVEL EXPRESS AVIATION	-	-	-	-	-	-	-	160,436.70	-	160,436.70	84.64%
A-CPP02	CENTER POINT PROPERTIES	-	-	-	-	-	-	-	14,334.00	-	14,334.00	7.56%
A-RSA01	RSH AVIATION, INC.	-	-	-	-	-	-	-	10,000.00	-	10,000.00	5.28%
A-GAR01	EUGENE L. GARBACCIO	-	508.00	508.00	508.00	508.00	508.00	508.00	-	-	2,032.00	1.07%
A-REH01	RESOURCE HOLDINGS LLC	-	471.75	471.75	471.75	471.75	471.75	-	-	-	1,415.25	0.75%
A-MAW02	WENDY MAURER-ROCK	-	444.00	444.00	444.00	444.00	444.00	-	-	-	1,332.00	0.70%
<b>Report Total:</b>			<b>1,423.75</b>	<b>1,423.75</b>	<b>1,423.75</b>	<b>1,423.75</b>	<b>1,423.75</b>	<b>1,423.75</b>	<b>185,278.70</b>	<b>185,278.70</b>	<b>189,549.95</b>	
<b>Percent of Total:</b>			<b>0.00%</b>	<b>0.75%</b>	<b>0.75%</b>	<b>0.75%</b>	<b>0.75%</b>	<b>0.75%</b>	<b>97.75%</b>	<b>97.75%</b>	<b>100.00%</b>	



# DUPAGE AIRPORT AUTHORITY

TO: Board of Commissioners

FROM: Patrick Hoard   
Finance Director

THROUGH: David Bird   
Executive Director

RE: Proposed Ordinance 2015-284; An Ordinance Enacting a Revised DuPage Airport Authority Employee Handbook

DATE: May 13, 2015

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## **SUMMARY:**

The Authority's existing employee handbook has been in place since 2004 and has not had any major review or revisions since that time. Due to changes in State and Federal Law and ambiguities identified by staff; the Authority was required to review and revise the handbook in its entirety.

Sheppard, Mullin, Richter & Hampton LLP, the Authority's employment law counsel in conjunction with staff completed this process and brought the handbook into compliance with current law.

A summary of the most significant revisions are as follows:

- Discrimination and harassment policies updated to be in compliance with State and Federal law.
- Employment types and definitions clarified.
- Expanded policy for random drug and alcohol testing.
- Disclosure and approval of outside employment.
- Removal of compensatory time-off.
- Restriction on the amount of vacation time (80 hours) allowed to be carried over from one year to the next.
- Allowance for the sale of vacation time (40 hours per year, after 5 years of employment).
- Addition of two (2) personal days per year, reduction of two (2) sick days per year.
- Added weapons policy due to recent conceal carry laws.

## **PREVIOUS COMMITTEE/BOARD ACTION:**

May 6, 2015 Internal Policy and Compliance Committee – legal counsel in conjunction with staff reviewed all employee handbook revisions with the Committee. The Committee unanimously voted recommendation of approval to the full Board.

## **LEGAL REVIEW:**

Sheppard, Mullin, Richter & Hampton LLP, the Authority's employment law counsel in conjunction with staff implemented the necessary revisions to the employee handbook.

**ATTACHMENTS:**

- Revised DuPage Airport Authority Employee Handbook

**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 Ordinance 2015-284; An Ordinance Enacting a Revised DuPage Airport Authority Employee Handbook.

**ORDINANCE NO. 2015-284**

**AN ORDINANCE ENACTING A REVISED DUPAGE AIRPORT AUTHORITY  
EMPLOYEE HANDBOOK**

**WHEREAS**, the DuPage Airport Authority (the "Authority") is a duly authorized and existing airport authority under the laws of the State of Illinois;

**WHEREAS**, the Authority has previously enacted an Employee Handbook setting forth the Authority's policies and practices as it relates to the employees of the Authority; and

**WHEREAS**, the Board of Commissioners of the Authority deems it to be in the Authority's best interests to modify the Employee Handbook and enact a revised Employee Handbook in the form attached hereto as Exhibit A.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the DuPage Airport Authority that:

1. The Employee Handbook attached hereto as Exhibit A is hereby enacted; and
2. Ordinance 2012-254 and the Employee Handbook as amended by said Ordinance are hereby repealed.

This Ordinance 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 \_\_\_\_\_  
 Donald C. Sharp \_\_\_\_\_  
 Daniel J. Wagner \_\_\_\_\_

Passed & approved by the Board of Commissioners of the DuPage Airport Authority this 20<sup>th</sup> day of May, 2015.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY

**Ordinance 2015-284**



**TO:** Board of Commissioners  
**FROM:** Mark Doles *MD*  
Director, Aviation Facilities and Properties  
**THROUGH:** David Bird *DB*  
Executive Director

**RE:** Authorization of Proposed Resolution 2015-1941, Non Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to Provide Airport Traffic Control (ATC) Services at the DuPage Air Traffic Control Tower

**DATE:** May 13, 2015

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**SUMMARY:**

As a General Aviation Reliever Airport with limited nighttime operations, the DuPage Airport is not automatically entitled to receive federal funding to pay for nighttime air traffic controller staffing of the DuPage Airport Air Traffic Control Tower (“ATCT”). Accordingly, since 1998, the DuPage Airport Authority has paid the Federal Aviation Administration (“FAA”) for the nighttime air traffic controller staffing of the ATCT, so that the ATCT will be staffed and the airport will not be open and be un-controlled between the hours of 10:00PM and 6:00AM.

This original decision by the Board to fund the nighttime shift was made for the safety of our customers, tenants, staff, and the surrounding communities and to enhance our ability to attract and retain aviation business.

The only other airports in Chicagoland, besides DuPage, with 24-hour staffed towers are O’Hare and Midway. The FAA fully funds the O’Hare and Midway towers.

This amenity, coupled with our infrastructure, 24-hour staffing of both the Flight Center and aircraft rescue and firefighting station, and on-site U.S. Customs Service help to make DuPage Airport the best option for general aviation.

The FAA has a policy that requires an average of 4.0 operations per hour for the nighttime shift (10:00P – 6:00A) to be funded by the Federal Government. Historically, some, but not all of the nighttime hours have an average of 4.0 operations or more at DuPage. Further, in 2011, the FAA changed their staffing requirements for overnight shifts to require two controllers (a controller and a supervisor) instead of one. This policy change by the FAA almost doubled the potential cost to the Authority and other airports.

The proposed Agreement provided by the FAA for 2011 included an estimated annual cost (10/1 – 9/30 Government Fiscal Year) increase of 82% from the previous year total. Staff reviewed these estimated costs and was able to work with the FAA for a revised estimated cost reduction by reimbursing the Federal Government for 1.5 positions instead of 2.0 positions. The new proposed agreement for 2015-2016 does not include this cost reduction as the FAA has advised that this practice is no longer allowed for this and future agreements.

This proposed Agreement is identical to those previously approved and executed by the Airport Authority.

**PREVIOUS COMMITTEE/BOARD ACTION:**

May 20, 2015                      Finance, Budget and Audit Committee – this item is on the agenda for review and consideration.

**REVENUE OR FUNDING IMPLICATIONS:**

Estimated cost to the Authority for the period of 10/1/2015 – 9/30/2016 will be \$477,898.37. This is an 18.3% increase from the previous Agreement.

Adequate operating funds are available in the Authority FY'15 budget to fund this Agreement for Oct.-Dec. 2015 and staff will budget the remaining funds required in the FY'16 Authority budget.

As a standard term with this type of FAA reimbursable agreement, a lump sum prepayment is required of the Authority. Staff will work with the auditors regarding journal entries to expense 25% (Oct. - Dec.) of the amount in our FY 2015 Budget and the remainder in the FY 2016 Budget.

**STAKEHOLDER PROCESS:**

Tenants and customers have cited the 24-hour ATCT as a reason for basing or doing business at DuPage.

**LEGAL REVIEW:**

This is the standard form Non-Federal Reimbursable Agreement utilized by the FAA with minor changes provided by our Legal Counsel in 2011. This Agreement has been utilized and executed previously by the Authority.

**ATTACHMENTS:**

- Proposed Resolution 2015-1941, Non Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to Provide Airport Traffic Control (ATC) Services at the DuPage Air Traffic Control Tower

**ALTERNATIVES:**

The Committee/Board can deny, modify or amend this issue.

**RECOMMENDATION:**

It is the recommendation of the Executive Director and staff that the Board approves Resolution 2015-1941, Non Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to Provide Airport Traffic Control (ATC) Services at the DuPage Air Traffic Control Tower at the May 20, 2015 Board meeting.

**RESOLUTION 2015-1941**

**AUTHORIZING THE EXECUTION OF A NON FEDERAL REIMBURSABLE AGREEMENT BETWEEN DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION AND THE DUPAGE AIRPORT AUTHORITY TO PROVIDE AIRPORT TRAFFIC CONTROL SERVICES AT THE DUPAGE AIR TRAFFIC CONTROL TOWER**

**WHEREAS**, the DuPage Airport Authority (the "Authority") finds that it is in the best interest of the Authority and the general public to continue to provide nighttime staffing of the DuPage Airport Air Traffic Control Tower; and

**WHEREAS**, the Authority has previously negotiated a Non-Federal Reimbursable Agreement (the "Agreement") with the Department of Transportation Federal Aviation Administration ("FAA"); and

**WHEREAS**, said Agreement requires the Authority to prepay the FAA to provide nighttime staffing of the DuPage Airport Air Traffic Control Tower for the period from October 1, 2015 through September 30, 2016; and

**WHEREAS**, the Authority finds that it is in the best interest of the Authority and the general public to enter into the Agreement with the FAA.

**NOW, THEREFORE, BE IT RESOLVED**, that the DuPage Airport Authority enter into the Agreement and the Executive Director of the DuPage Airport Authority be and is hereby authorized to execute said Agreement, attached hereto and made a part hereof as Exhibit "A", for and on behalf of the DuPage Airport Authority and take whatever steps necessary to effectuate the terms of this 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 \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20<sup>th</sup> day of May, 2015.

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY


**RESOLUTION 2015-1941**






DUPAGE AIRPORT  
AUTHORITY

TO: Board of Commissioners

FROM: Dan Barna   
Procurement Manager

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2015-1942; Resolution for Disposal / Destruction of Surplus  
Personal Property

DATE: May 12, 2015

---

**SUMMARY:**

Periodically, departments of the Airport Authority accumulate personal property that is no longer functional and/or has been replaced by similar items. Disposition of such items requires staff to obtain approval from the Board, declaring such property surplus and authorizing the disposition and sale of the property through a public auction or destruction of same.

Staff seeks the Board's approval for disposition of the following surplus personal property attached hereto as Exhibit A:

- (1) 1991 John Deere Tractor – replaced by newer unit.
- (1) 2003 Chevy Van – reduction in fleet / staff – no longer needed.
- (1) 1995 Chevy Pickup Truck – replaced by newer unit.

**PREVIOUS COMMITTEE/BOARD ACTION:**

May 20, 2015 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

No revenue for funding implications have been identified at this time.

**STAKEHOLDER PROCESS:**

No stakeholders have been identified at this time.

**LEGAL REVIEW:**

Legal counsel has previously reviewed this resolution.

**ATTACHMENTS:**

- Proposed Resolution 2015-1942; Resolution for Disposal / Destruction of Surplus Personal Property.
- Exhibit A.

**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 2015-1942; Resolution for Disposal / Destruction of Surplus Personal Property.

**RESOLUTION 2015-1942**  
**RESOLUTION FOR DISPOSAL/DESTRUCTION OF SURPLUS PERSONAL**  
**PROPERTY**

WHEREAS, airport authorities are authorized to dispose of surplus personal property in such manner as the Board of Commissioners may specify, 70 ILCS 5/16.1; and

WHEREAS, the Board of Commissioners of the DuPage Airport Authority (the "Board") deems it in the best interest of the DuPage Airport Authority (the "Authority") to declare certain personal property of the Authority to be surplus and to dispose of same;

WHEREAS, the Board regularly declares certain personal property surplus and authorizes the Executive Director or his designated employee representative to sell, assign, transfer or convey such items for sale on eBay or any other Internet-based public auction vehicle;

WHEREAS, certain surplus personal property has insufficient value to make selling the items profitable; and

WHEREAS, the Board deems it in the best interests of the Authority to destroy the property of insufficient value.

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

1. The Board declares that the personal property described in Exhibit A attached hereto is surplus and, hence, no longer needed by, appropriate to, required for the use of, or profitable to the Authority and that the continued ownership of the property is not in the best interests of the Authority;
2. That the Executive Director, or his designated employee representative, is hereby authorized and directed to sell, assign, transfer, convey or otherwise dispose of all of the surplus personal property identified in Exhibit A and is authorized and directed to place such items for sale on eBay or any other Internet-based public auction vehicle;
3. The Executive Director, or his designated employee representative, is hereby authorized and directed to execute any and all bills of sale, title or other documents necessary to effectuate the sale, assignment, transfer or conveyance of the property;
4. The Executive Director is authorized to and has the right to reject any and all offers to purchase for any reason whatsoever as deemed appropriate; and

5. That the Executive Director, or his designated employee representative, is hereby authorized and directed to destroy all of the surplus personal property identified in Exhibit A that is not purchased pursuant to the methods set forth in Paragraph 2 above. Said destruction shall be completed in the most economical and legal means practicable.

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 \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority  
this 20th day of May, 2015.

\_\_\_\_\_  
CHAIRMAN


(ATTEST)


\_\_\_\_\_  
SECRETARY

**RESOLUTION 2015-1942**

**Resolution 2015-1942 Disposal / Destruction of Surplus Personal Property  
Exhibit A**

Qty	Description
1	1991 John Deere Tractor – VIN# LO2755U736430 <i>Replaced by Newer Unit</i>
	


Qty	Description
1	2003 Chevy Van – VIN# 1GCHG35U931127257 <i>Reduction in Staff / Fleet – No Longer Needed</i>
	


Qty	Description
1	1995 Chevy Pickup – VIN# 1GCFK24K0SZ170580 <i>Replaced by Newer Unit</i>
	



# DUPAGE AIRPORT AUTHORITY

TO: Board of Commissioners

FROM: Dan Barna   
Procurement Manager

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2015-1943; Award of Contract to Excel Mechanical Services, LLC. for Heat and A/C Unit Replacement at the Travel Express and American Flyers Hangars

DATE: May 12, 2015

**SUMMARY:**

The Airport Authority's 2015 Capital Program includes a project to replace two (2) 1986 air conditioning systems at the Travel Express Hangar and four (4) 1986 split air conditioning and furnace systems at the American Flyers Hangar. Units will be replaced with properly sized commercial equipment and associated piping, coils and controls.

A solicitation for sealed bids was advertised in the April 14, 2015 edition of the *Daily Herald Newspaper*. A mandatory pre-bid meeting was conducted on April 27, 2015. Six (6) sealed bids were received and opened at 2:30 p.m. on May 5, 2015. Bid results are as follows:

Bidder	Equipment Type	Lump Sum Bid
*Northern Air Systems, Inc. Grayslake, IL*	Heil	\$43,645
Excel Mechanical Services Burr Ridge, IL	Lennox	\$49,495
Core Mechanical, Inc. Chicago, IL	Lennox	\$75,420
Amber Mechanical Contractors Alsip, IL	Not Specified	\$88,000
Allpoints, Inc. Schaumburg, IL	Carrier	\$102,306
Oak Brook Mechanical Elmhurst, IL	Lennox	\$137,700

\*Bid submitted by Northern Air Systems, Inc. does not meet specification\*

Upon evaluation of the bids, it is apparent that Excel Mechanical Services is the low, responsive and responsible bidder.

Excel Mechanical Services LLC. has positive references for similar work from the following general contractors: FBG Corporation, Executive Construction and Tower Contracting.

**PREVIOUS COMMITTEE/BOARD ACTION:**

May 20, 2015 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

2015 Capital Budget	\$70,195.00
Excel Mechanical Services Construction Cost	-\$49,495.00
Owner's Contingency (10%)	-\$4,949.50
	\$15,750.50

**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:**

- ❑ Proposed Resolution 2015-1943; Award of Contract to Excel Mechanical Services, LLC. for Heat and A/C Unit Replacement at the Travel Express and American Flyers Hangars.
- ❑ 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 2015-1943; Award of Contract to Excel Mechanical Services, LLC. for Heat and A/C Unit Replacement at the Travel Express and American Flyers Hangars.



**RESOLUTION 2015-1943**

**Award of Contract to Excel Mechanical Services, LLC. for Heat and A/C Unit Replacement at the Travel Express and American Flyers Hangars**

**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**, the Authority has solicited sealed bids for heat and A/C unit replacement at the Travel Express and American Flyers hangars; and

**WHEREAS**, the Authority has received and reviewed six (6) sealed bids on May 5, 2015; and

**WHEREAS**, it is apparent that Excel Mechanical Services, LLC. is the low, responsive and responsible bidder at a lump sum cost of \$49,495; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority be authorized to enter into a written Contract with Excel Mechanical Services, LLC. for a total cost not-to-exceed \$54,444.50, 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 Excel Mechanical Services, LLC. 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 \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of May 2015.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**DUPAGE AIRPORT AUTHORITY  
HVAC REPLACEMENT  
SOLICITATION NO. 2015-0413**

**STATEMENT OF POLITICAL CONTRIBUTIONS**

Excel Mechanical Services, LLC  
(name of entity or individual)

8340 S. Madison Street  
Suite 70  
Burr Ridge, IL 60527  
(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
<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
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<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

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 dependant children. See pages 11-13 of the Procurement Policy of the DuPage Airport Authority for said requirements.

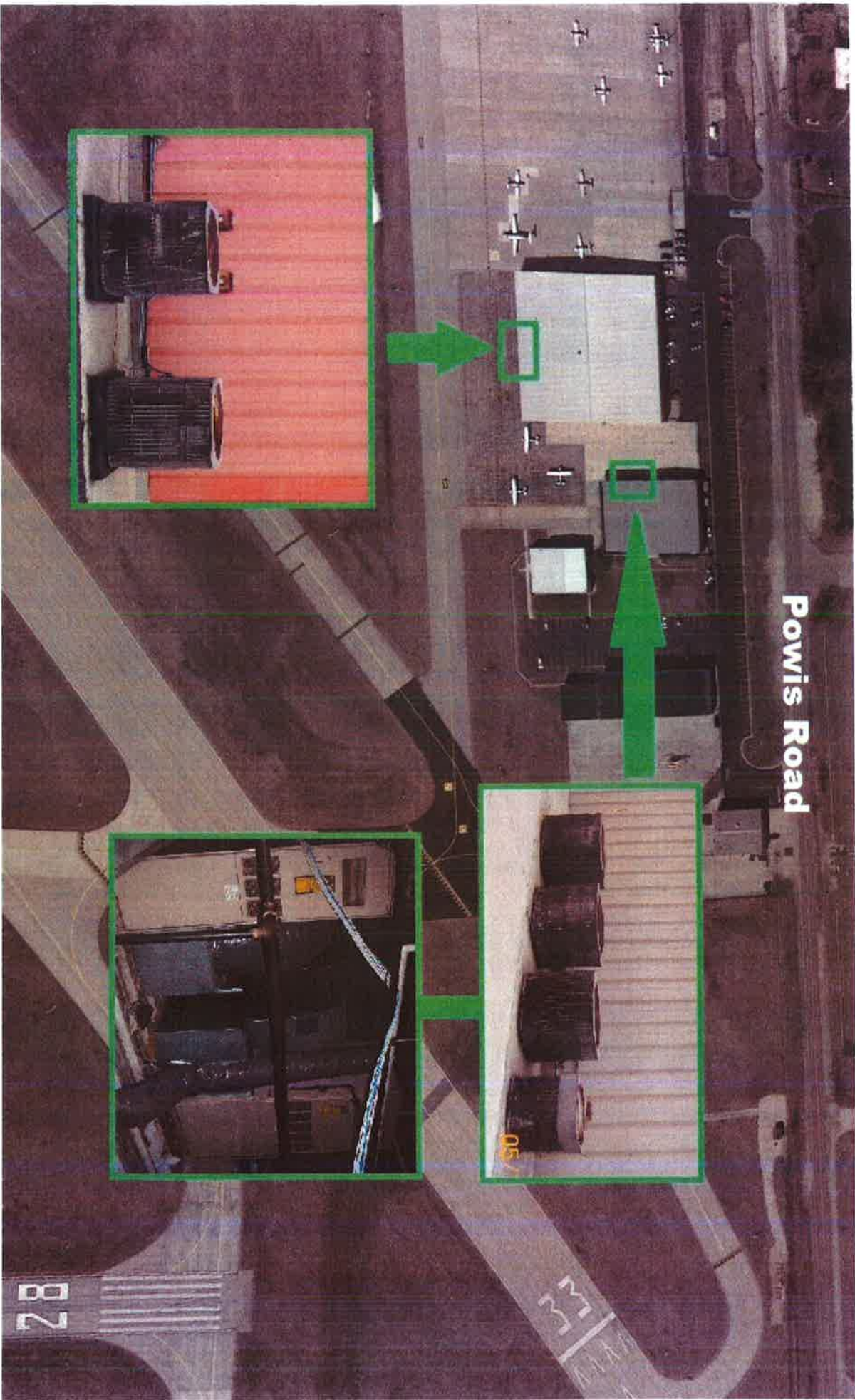
**VERIFICATION:**

"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."

5/5/15  
(date)

  
(signature)

President  
(title of signer, if a business)



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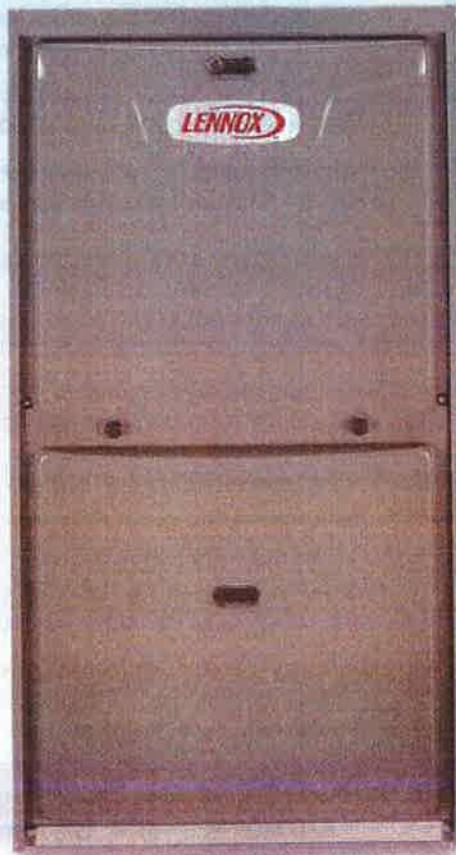


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DUPAGE AIRPORT  
AUTHORITY

TO: Board of Commissioners

FROM: Dan Barna *DB*  
Procurement Manager

THROUGH: David Bird *DB*  
Executive Director

RE: Proposed Resolution 2015-1945; Award of Contract to Gate Options for Replacement of Three (3) Electric Gate Operators

DATE: May 12, 2015

**SUMMARY:**

The Airport Authority's 2015 Capital Program includes a project to replace three (3) electro-hydraulic gate operators due to age and number of use cycles resulting in wear and unreliability. The project will include replacement of the Hy-Security model gate operators, mounting stands, hydraulic oil heaters, controls, drive rails and vehicle loop detectors.

A solicitation for sealed bids was advertised in the April 14, 2015 edition of the *Daily Herald Newspaper*. Two (2) sealed bids were received and opened at 2:00 p.m. on May 5, 2015. Bid results are as follows:

Bidder	Gate Operator Type	Lump Sum Bid
Gate Options West Chicago, IL	HySecurity	\$40,680
Builders Chicago Corporation Schiller Park, IL	HySecurity	\$58,701

Upon evaluation of the bids, it is apparent that Gate Options is the low, responsive and responsible bidder. Gate Options has performed quality work for the Airport Authority for several years.

**PREVIOUS COMMITTEE/BOARD ACTION:**

May 20, 2015 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

2015 Capital Budget	\$43,095.00
Gate Options Construction Cost	-\$40,680.00
Owner's Contingency (5%)	-\$2,034.00
	\$381.00

**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:**

- Proposed Resolution 2015-1945; Award of Contract to Gate Options for Replacement of Three (3) Electric Gate Operators.
- 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 2015-1945; Award of Contract to Gate Options for Replacement of Three (3) Electric Gate Operators.



**RESOLUTION 2015-1945**

**Award of Contract to Gate Options for the Replacement of Three (3) Electric Gate Operators**

**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**, the Authority has solicited sealed bids for the replacement of three (3) Hy-Security Electric Gate Operators; and

**WHEREAS**, the Authority has received and reviewed two (2) sealed bids on May 5, 2015; and

**WHEREAS**, it is apparent that Gate Options is the low, responsive and responsible bidder at a lump sum cost of \$40,680; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority be authorized to enter into a written Contract with Gate Options for a total cost not-to-exceed \$42,714, which includes a 5% 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 Gate Options 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 \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of May 2015.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**DUPAGE AIRPORT AUTHORITY  
GATE OPERATOR REPLACEMENT  
SOLICITATION NO. 2015-0414**

**STATEMENT OF POLITICAL CONTRIBUTIONS**

GATE OPTIONS

(name of entity or individual)

3 N 381 POWIS RD

WEST CHICAGO IL 60185

(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
<u>NONE</u>				

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 dependant 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."

05/05/15

(date)

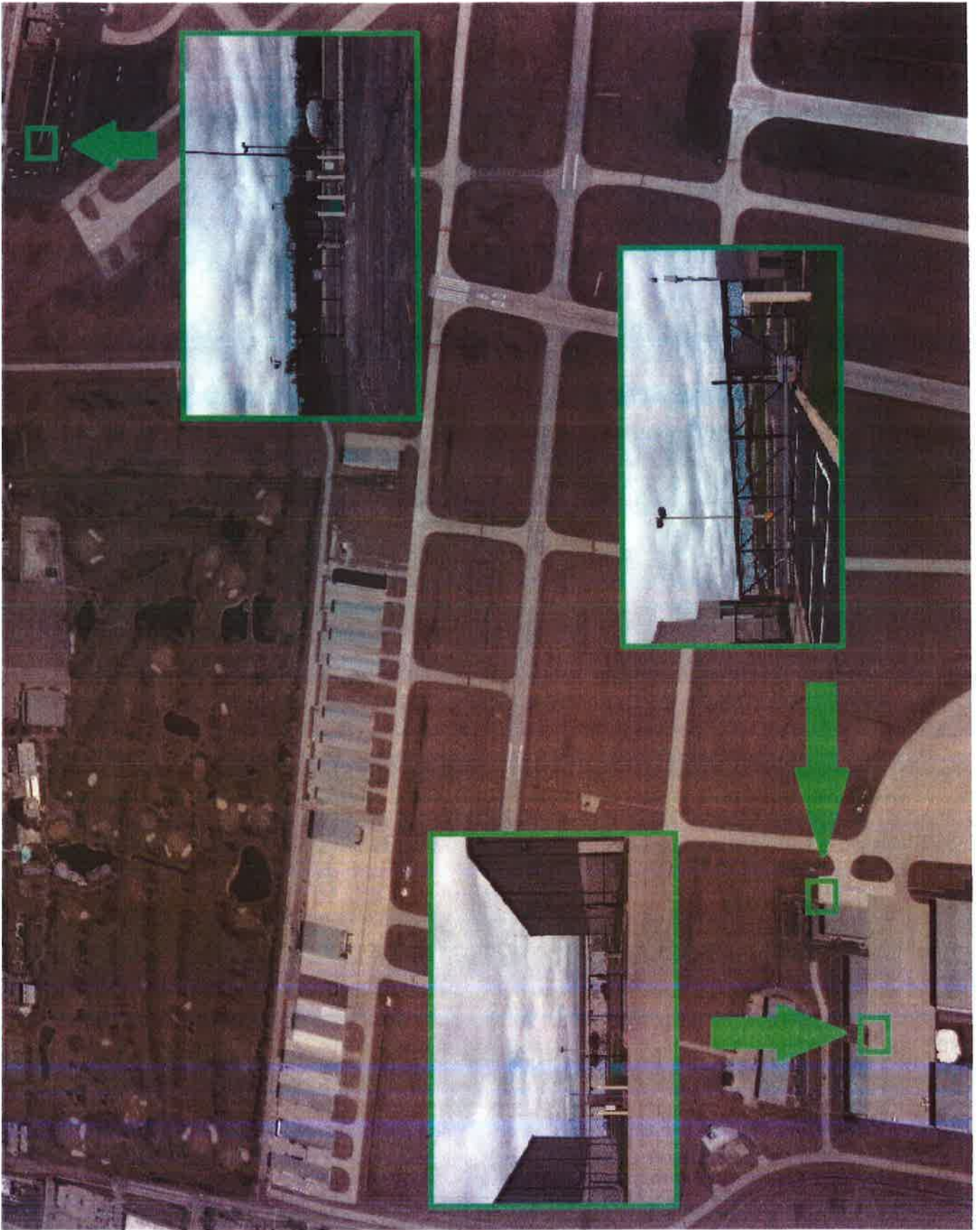
*Alexander R. White*

(signature)

PRESIDENT

(title of signer, if a business)

Gate Operator Replacement Locations



# SlideDriver™

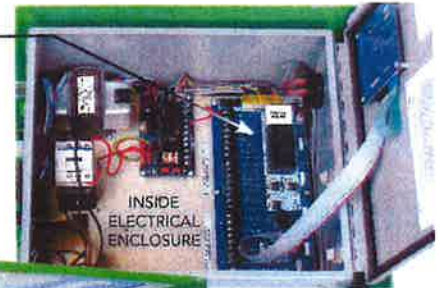


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Utilities



Corrections



Aviation



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(1,361 kg)  
1.7 ft/s (50 cm/s)

**SlideDriver 40**  
4,000 lb gates  
(1,814 kg)  
1 ft/s (30 cm/s)

**SlideDriver 50VF 2/3**  
5,000 lb gates  
(2,268 kg)

**SlideDriver 80**  
8,000 lb gates  
(3,629 kg)  
1 ft/s (30 cm/s)

**SlideDriver 200**  
20,000 lb gates  
(9,072kg)  
1 ft/s (30 cm/s)

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TO: Board of Commissioners

FROM: Mark Doles  
Director, Aviation Facilities & Properties  
Director, DuPage Flight Center

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2015-1944; Authorizing the Execution of Change Order No. 1 with K-Plus Mechanical, Inc. for Fuel Farm Upgrades

DATE: May 12, 2015

---

**SUMMARY:**

The Airport Authority has an approved contract with K-Plus Mechanical to perform upgrades and rehabilitation to the existing 20-year old fuel farm. This project will extend the operational life of the facility for an additional 20-25 years.

The majority of the work to be completed at the facility was on the aviation side (Jet A and 100LL).

After the start of the project, additional inspection and testing was required and revealed an unforeseen secondary containment issue with the double-walled piping systems associated with the auto and diesel tanks and dispenser systems. These issues must be mitigated to remain operational.

As an attachment to this memo J.A. Watts, Inc., our onsite construction manager and a sub-consultants to our engineers CH2M Hill, has provided a letter detailing the issues and mitigation.

Engineers and staff have worked with the contractor and obtained a price to perform the required additional scope for \$125,908. Our engineers agree that this work must be completed, the pricing is fair and reasonable, and that this additional scope is in compliance with all current standards and codes.

**PREVIOUS COMMITTEE/BOARD ACTION:**

March 18, 2015 Regular Board Meeting – the Board awarded a Contract to K-Plus Mechanical, Inc. in the amount of \$303,955 for the Fuel Farm Upgrades Project.

**REVENUE OR FUNDING IMPLICATIONS:**

The total cost of Change Order No. 1 is \$125,908. Change Order No. 1 will increase the original Contract amount from \$303,955 to \$429,863. The Authority will maintain the original 15% owner's contingency of \$45,593.25. The new total authorized construction cost will be \$475,456.25.

The funds budgeted in the FY' 15 budget totaled \$430,105. Any additional funds required are available from savings in other capital projects and/or from deferrals if required.

**STAKEHOLDER PROCESS:**

No stakeholders have been identified at this time.

**LEGAL REVIEW:**

Legal counsel has previously drafted the standard contract/change order document utilized for this project.

**ATTACHMENTS:**

- ❑ Secondary Containment Leak Memo from J.A. Watts, Inc. (Construction Manager),
- ❑ Proposal from K-Plus Mechanical for the additional scope
- ❑ Scope of Work Exhibits.
- ❑ Proposed Resolution 2015-1944; Authorizing the Execution of Change Order No. 1 with K-Plus Mechanical, Inc. for Fuel Farm Upgrades.

**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 2015-1944; Authorizing the Execution of Change Order No. 1 with K-Plus Mechanical Inc. for Fuel Farm Upgrades at the May 20, 2015 Board meeting.



May 12<sup>th</sup>, 2015

Mark Doles  
DuPage Airport Authority  
2700 International Drive  
West Chicago Il 60185

Re: DuPage Airport Fuel Farm Upgrade Project  
Auto and Diesel Fuel System – Secondary Leak Containment Issue

Mark,

Per our site meeting Friday May, 8, 2015, please find below a summary of the unforeseen conditions and proposed solution to resolve the secondary leak containment issue on the Auto and Diesel fuel piping. On May 8, K-Plus Mechanical performed a preliminary pressure test on the secondary containment of the Auto and Diesel Fuel piping. The result of this was a failing test result on both the Auto and Diesel fuel piping. J.A. Watts was on-site to witness this test performed by the contractor and confirmed the results. K-Plus Mechanical informed JWI and the DuPage Airport Authority (DAA) that in order to complete the original scope of work on the Auto and Diesel Fuel systems testing would be performed following the completion of the work by the State Fire Marshall and passing test results must be achieved for his approval. As there is no way find the point of failure in the secondary containment, it is the recommendation of K-Plus Mechanical to replace all of the piping for the Auto and Diesel Fuel systems. JWI is in agreement with the contractor and recommends that the piping be replaced. Furthermore, we believe that this work is in line with the original scope to achieve additional years of life from the existing fuel systems. This work will include the excavation of the piping into the containment sumps above both tanks and to each of the dispensers. While this work is being performed additional work that was not originally scoped can also be completed that addresses concerns that were formally presented by the contractor as Requests for Information.

1. As stated in RFI 001 the sump for the diesel dispenser was not sealed tightly and was leaking. Concrete removal and excavation are needed to remedy this issue and replace the existing sump with a newer code compliant sump. As excavation and concrete removal will be needed with the piping replacement costs savings can be achieved by combining this work.
2. As stated in RFI 002 the sumps for the auto and diesel tanks are holding water following rain storms which may be caused by leaks around the pipe or

modifications that had been made to the lid of the sump. The original scope did include water tight lids however this may not have entirely remedied the issue. Also with the modifications that had been performed the load of the concrete above the sump might be being transferred to the sump causing additional stress on the tanks. As mentioned above in issue 1 properly completing this work with the pipe replacement would achieve cost savings.

3. Issue number 3 was not formally presented is the use of a "T" fitting on the diesel piping. This "T" as originally installed does not meet current code compliance. As this would need to be replaced as part of the pipe replacement the recommendation is to bring this "T" into the diesel sump and add 1 valve to each line after the "T" so that each line could be isolated.

Please find in the attached proposal, the scope of work that is to be completed as part of this additional scope of work. These above mentioned issues are all included along with other ancillary work that would be needed to complete the additional scope in compliance with all current standards and codes. After review, J.A. Watts recommends approval of the additional scope of work and finds it necessary to achieve the original intent of the project. JWI and K-Plus will work with CH2M Hill to ensure all materials and procedures to complete this work are in compliance with the project specifications.

I trust that the above meets your requirements at this time to approve the additional scope. If there are any questions or you require any additional information, please feel free to let me know. Thank you.

Sincerely,

David Bower  
J.A. Watts, Inc.

Enclosures:

K-Plus Mechanical Proposal  
Site Photographs  
Reference Drawings





K- PLUS MECHANICAL, INC

815.230.3040 ofc  
815.230.3057 fax

Fuel Farm Renovation Project  
2700 International Dr  
Suite 200  
West Chicago IL 60185

Additional Work Gasoline/Diesel system

We Propose to furnish all labor equipment material and supervision to :

**Replace the gasoline and diesel lines from the tanks to the auto dispensers**

- Saw cut from the tank sumps to the dispenser
- Break remove and haul concrete off site
- Excavate trench from the sumps to the dispensers
- Excavate to the top of the tank around the sump (concrete removed around manhole in STP sump estimate )
- Furnish and install 2" x 3" double wall fiberglass pipe for the auto gas and diesel system
- Hand layup fiberglass on the existing joints of the collar and riser. Patch areas where electrical box was drilled thru the containment sump
- Backfill the trench
- Furnish and install #5 rebar pins on one foot alternating centers drilled into the existing concrete. Install #5 rebar horizontal runs on one foot centers in the trench
- Resurface the trench with 4000 psi concrete

THE ABOVE FOR THE SUM OF \$37,965.00

**Replace the diesel line to the remote dispenser**

- Secure OSFM permit
- Saw cut from the tank sump to the edge of the concrete
- Break remove and haul concrete off site
- Excavate trench from the sumps to the remote dispenser. The area 5' from the fence will be opened up, pipe installed and backfilled the same day as to not have any security issues.
- Furnish and install 2" x 3" double wall fiberglass pipe for the diesel system to the remote dispenser
- Backfill the trench with 6" bed of pea gravel and 6" cover on the pipe and existing spoils to grade
- Haul off any additional material
- Furnish and install a sump to terminate double wall pipe complete with stand alone sump sensor which will shut off power to the dispenser in the event of a leak.
- Furnish and install #5 rebar pins on one foot alternating centers drilled into the existing concrete. Install #5 rebar horizontal runs on one foot centers in the trench
- Resurface the trench with 4000 psi concrete
- Resurface the grass area – no watering of grass area included

THE ABOVE REMOTE DISPENSER REPIPE FOR THE SUM OF \$56,850.00

Alternate – Replace the double wall FRP with OPW double wall flexworks flexible pipe system inside a lined access pipe for future removal and replace (deduct \$3,270.00)



K- PLUS MECHANICAL, INC

815.230.3040 ofc  
815.230.3057 fax

PAGE 2

**Dispenser sump sensors**

- Furnish and install sump sensors in the dispenser sumps at the auto system
- Electrically wire to the existing veeder root system

THE ABOVE FOR THE SUM OF \$3300.00

**Install a new FRP top to the STP sumps (gasoline and diesel)**

- Saw cut concrete
- Break and remove concrete
- Dispose of concrete
- Excavate two risers for install of new lids
- Furnish and install two new FRP fluid containment top section lids - hand lay up fiberglass to attach to the existing sump riser
- Backfill area
- Resurface area

The above for the sum of \$10,300.00

**Replace Diesel sump**

- Saw cut
- Break and remove
- Dispose concrete
- Excavate sump
- Cut back mech and electrical
- Furnish and install sump to match new dispenser
- Furnish and install new penetrations for electrical and product
- Re-pipe mech and electrical into sump
- Test with OSFM
- Backfill
- Furnish and install rebar
- Resurface area with 4000 psi concrete

THE ABOVE FOR THE SUM OF \$15,175.00

**Replace pipe in two STP sumps**

- Remove all pipe in sump from pump to FRP pipe connection
- Furnish and install new flex connectors, unions, fittings, pipe

The above for the sum of \$1,966.00

**Install a valve in each sump**

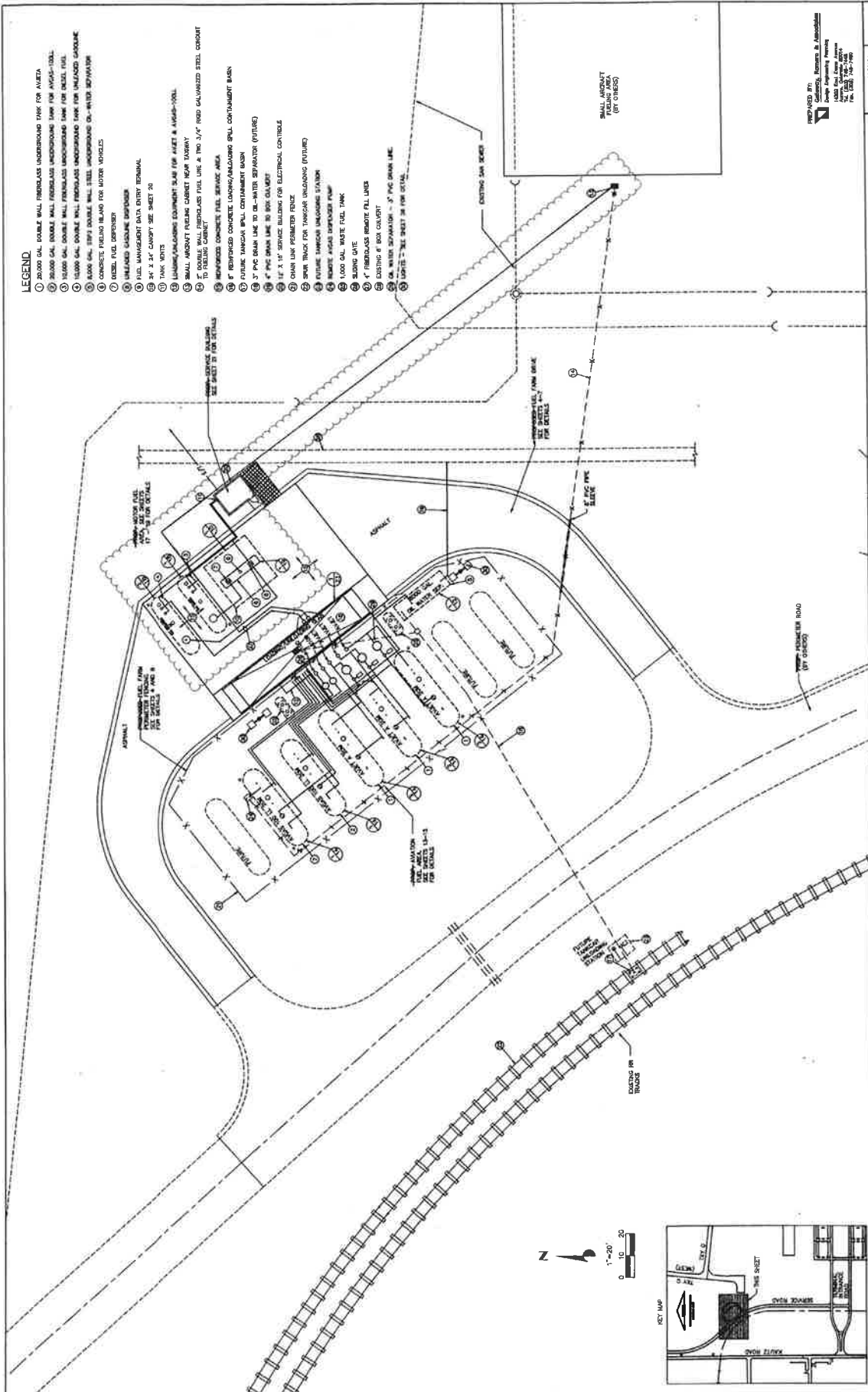
- Furnish and install 2- 2" bronze ball valves

The above for the sum of \$352.00

Sincerely

K-Plus Mechanical Inc

Gerald J Ford



**LEGEND**

- 1. 2000 GAL DOUBLE WALL FIBERGLASS UNDERGROUND TANK FOR AVIATA
- 2. 2000 GAL DOUBLE WALL FIBERGLASS UNDERGROUND TANK FOR AVIATA-100L
- 3. 2000 GAL DOUBLE WALL FIBERGLASS UNDERGROUND TANK FOR AVIATA-100L
- 4. 2000 GAL DOUBLE WALL FIBERGLASS UNDERGROUND TANK FOR UNLEADED CARBURE
- 5. 2000 GAL TRIP DOUBLE WALL STEEL UNDERGROUND OIL-WATER SEPARATOR
- 6. CONCRETE FUELING ISLAND FOR MOTOR VEHICLES
- 7. METAL FUEL DISPENSER
- 8. UNLEADED GASOLINE DISPENSER
- 9. FUEL MANAGEMENT DATA ENTRY TERMINAL
- 10. 10' X 24' CANOPY SEE SHEET 20
- 11. TANK VENTS
- 12. LIGHTNING/ROOFING EQUIPMENT SLAB FOR AVIATA & AVIATA-100L
- 13. 5' DOUBLE WALL FIBERGLASS FUEL LINE & 1/2" 3/4" RIGID GALVANIZED STEEL CONDUIT TO FIBERGLASS TANK
- 14. FIBERGLASS CONCRETE LAMP/UNDERGROUND OIL CONTAINMENT BURN
- 15. 4" FIBERGLASS CONCRETE LAMP/UNDERGROUND OIL CONTAINMENT BURN
- 16. 4" PVC DRAIN LINE TO OIL-WATER SEPARATOR (FUTURE)
- 17. 4" PVC DRAIN LINE TO 80% COLLECTOR
- 18. 4" X 12' SERVICE BUILDING FOR ELECTRICAL CONTROLS
- 19. MAIN LINE PERIMETER FENCE
- 20. 3000 TON TRACK FOR TANGKOR UNDERGROUND (FUTURE)
- 21. FUTURE TANGKOR UNDERGROUND STATION
- 22. REMOTE FIBERGLASS DISPENSER PUMP
- 23. 1000 GAL WASTE FUEL TANK
- 24. SLONG GATE
- 25. 4" FIBERGLASS REMOTE FILL LINES
- 26. EXISTING 8" BOX COLLECTOR
- 27. 4" W/ 1/2" SLOPE - 2" PVC DRAIN LINE
- 28. 4" W/ 1/2" SLOPE - 2" PVC DRAIN LINE
- 29. 4" W/ 1/2" SLOPE - 2" PVC DRAIN LINE

PREPARED BY: **James & Associates**  
 1400 East Lake Street  
 Chicago, Illinois 60610  
 TEL: 312.346.7100  
 FAX: 312.346.7100

**AVIATION FUEL FARM**  
**SITE PLAN**

SCALE SHOWN: JOB NO. 9057-11  
 DATE: 11/15/91

SHEET 3 OF 26 SHEETS

**DUPAGE AFFORT**  
**WEST CHICAGO, ILLINOIS**

NO.	BY	DATE	NO.	BY	DATE
1	LLM	10/29/91	1	LLM	10/29/91
2	LLM	11/15/91	2	LLM	11/15/91
3	LLM	11/15/91	3	LLM	11/15/91

REVISIONS:

NO.	BY	DATE	NO.	BY	DATE
1	LLM	10/29/91	1	LLM	10/29/91
2	LLM	11/15/91	2	LLM	11/15/91
3	LLM	11/15/91	3	LLM	11/15/91

DESIGNED BY: BSR  
 CHECKED BY: BSR  
 APPROVED BY: BSR

**CMT**  
 CONSULTING ENGINEERS & ARCHITECTS  
 1400 EAST LAKE STREET, CHICAGO, ILL. 60610

REGIONAL OFFICE  
 1400 EAST LAKE STREET, CHICAGO, ILL. 60610

PROJECT MAP  
 1" = 200'  
 0 10 20







**RESOLUTION 2015-1944**

**Authorizing the Execution of Change Order No. 1 with K-Plus Mechanical, Inc. for Fuel Farm Upgrades**

**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**, the Authority previously awarded a Contract to K-Plus Mechanical, Inc. (“K-Plus”) on March 18, 2015 for the Fuel Farm Upgrades Project for a total cost not-to-exceed \$349,548.25, which includes a 15% owner’s contingency; and

**WHEREAS**, K-Plus has identified a significant failure of underground piping utilized for secondary containment of fuel which requires replacement; and

**WHEREAS**, the Authority is in receipt of Change Order No. 1 from K-Plus for excavating and repairing the failed piping for a total cost not-to-exceed \$125,908; and

**WHEREAS**, the excavation and repairing of fuel piping set forth in Change Order No. 1 was not within the scope of work contemplated under the Contract with K-Plus; and

**WHEREAS**, the Authority desires increasing the original K-Plus Contract amount from \$303,955 to \$429,863 and to retain the original authorized owner’s contingency of 15% totaling \$45,593.25.

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority be authorized to execute Change Order No. 1 with K-Plus Mechanical, Inc., increasing the existing Contract from \$303,955 to \$429,863, for a total construction cost not-to-exceed \$475,456.25, which includes the previously approved 15% 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 Change Order No. 1 with K-Plus Mechanical, Inc. and to take whatever steps necessary to effectuate the terms of said Change Order.

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 \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of May 2015.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

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**MEMORANDUM**

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**TO:** DuPage Airport Authority Board of Commissioners

**FROM:** Phillip A. Luetkehans

**SUBJECT:** Professional Services Agreement with Christopher B. Burke Engineering, Ltd. for Storm Water Engineering and Design Services

**DATE:** May 12, 2015

**OUR FILE:** DAA 2407

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Executive Director David Bird executed a Professional Services Agreement (“Agreement”) with Christopher B. Burke Engineering, Ltd. (“Burke”) for civil design and engineering services regarding storm water modifications to Pond I in the DuPage Business Park. Burke has previously satisfactorily performed engineering and design services for storm water needs for the Authority and at the DuPage Business Center. The project generally includes preparation of plans to modify the current storm water configuration of Pond I to provide post construction best management practices for development of the Business Park south of Fabyan Parkway and obtaining a permit to perform the modifications.

This work is necessary prior to the permitting and construction of the Project DS Container project at 2500 Enterprise Circle. In fact, Burke has already filed its first submittal with DuPage County. In order to not delay that project, Executive Director Bird previously executed the Agreement, and we are asking for you to ratify it at this time.

We have reviewed the Agreement recommend ratification of the Agreement.



**RESOLUTION 2015-1946**

**Ratification of the Executive Director’s Execution of a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. for Civil Design, Storm Water and Wetland Consulting Services-Pond 1 Modification to Provide PCBMPs at the DuPage Business Center**

**WHEREAS**, the DuPage Airport Authority, an Illinois Special District (“Authority”), has a satisfactory existing relationship with Christopher B. Burke Engineering, Ltd. (“Burke”) to provide civil engineering and design services for storm water purposes and other various projects pursuant to the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq. (the "Act");

**WHEREAS**, the Authority requires professional engineering services to provide civil design, storm water and consulting services to modify the current configuration of certain storm water facilities at the DuPage Business Park (the "Project");

**WHEREAS**, the services were needed to be performed on an expedited basis in order to not delay the permitting and construction of the project at 2500 Enterprise Circle;

**WHEREAS**, due to the timing of the need for Burke’s services, the Executive Director has executed a Professional Services Agreement (“Agreement”) with Burke for the Project in an amount not to exceed \$46,950, plus time and materials for consultations, meetings and telephone conferences; 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 ratify the Agreement for such services.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority hereby ratifies the Executive Director’s execution of the Agreement with Burke to perform the professional services as set forth in the Agreement and to take whatever steps necessary to effectuate the terms of said Agreement 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 \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of May, 2015.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2015-1947**  
**Disclosure of Executive Session Minutes**

**WHEREAS**, pursuant to the Illinois Open Meetings Act, 5 ILCS 120/2.06, the Board of Commissioners of the DuPage Airport Authority semi-annually reviews and makes available for public inspection non-confidential portions of executive session minutes;

**WHEREAS**, the Board of Commissioners met in executive session on May 20, 2015 to review the minutes of all previously non-disclosed executive sessions;

**WHEREAS**, after consultation with legal counsel, the Board of Commissioners has determined that the need for confidentiality still exists for certain executive session minutes; and

**WHEREAS**, after consultation with legal counsel, the Board of Commissioners has determined that the executive session minutes attached hereto no longer require confidential treatment and should be made available for public inspection in their final form within seven (7) days from the date of this Resolution.

**NOW, THEREFORE, BE IT RESOLVED**, that, pursuant to the Illinois Open Meetings Act, the DuPage Airport Authority hereby makes available for public inspection those portions of the executive session minutes, which are attached hereto.

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 \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of May, 2015.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2015-1947**

**RESOLUTION 2015-1948**  
**A RESOLUTION AUTHORIZING THE DESTRUCTION OF CERTAIN**  
**VERBATIM RECORDINGS OF CLOSED SESSIONS**

**WHEREAS**, Subsection 2.06(a) of the Illinois Open Meetings Act ("Act") [5 ILCS 120/1, *et seq.*] requires that the DuPage Airport Authority (the "Authority") maintain a verbatim record of all closed sessions of the Authority's Board of Commissioners in the form of an audio or video recording;

**WHEREAS**, Subsection 2.06(b) of the Act permits a particular verbatim record to be destroyed without notification to or the approval of a records commission under the Local Records Act, no less than eighteen (18) months after the completion of the closed meeting in closed session recorded, if: (1) the Authority's Board of Commissioners approves the destruction of the particular recording; and (2) the Authority's Board of Commissioners approves or has approved written minutes of the closed meeting or closed session that meet the written minutes requirements of Subsection 2.06(a) of the Act; and

**WHEREAS**, the Authority's Board of Commissioners has approved written minutes of the following closed sessions which conform to the requirements of Subsection 2.06(a) of the Act, more than eighteen (18) months have passed since each such meeting or closed session was completed, and the Authority's Board of Commissioners deems it appropriate that the verbatim recordings of each of such closed meetings and closed sessions (collectively the "Verbatim Records") be destroyed:

November 9, 2011 – Regular Board Meeting  
April 10, 2012 – Special Board Meeting  
January 9, 2013 – Capital Development Committee Meeting  
January 9, 2013 – Regular Board Meeting  
March 13, 2013 – Capital Development Committee Meeting  
March 13, 2013 – Regular Board Meeting  
June 12, 2013 – Regular Board Meeting  
September 18, 2013 – Regular Board Meeting  
November 20, 2013 – Regular Board Meeting

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority hereby finds that all of the recitals contained in the preamble to this Resolution are true and correct and does hereby incorporate them into this Resolution by this reference, and hereby approves the destruction of the Verbatim Records and directs the Executive Director of the Authority to take whatever steps necessary to destroy and properly dispose of same.

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 \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of May, 2015.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2015-1948**