



**BOARD OF COMMISSIONERS  
REGULAR MEETING and ANNUAL MEETING  
WEDNESDAY, JANUARY 13, 2016; 3:00 p.m.**

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

**TENTATIVE AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**

**RECESS REGULAR MEETING**

**CONVENE ANNUAL MEETING**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ELECTION OF OFFICERS FOR THE 2016 FISCAL YEAR**
  - a. Chairman**
  - b. Vice-Chairman**
  - c. Treasurer**
  - d. Secretary**
  - e. Assistant Treasurer**
  - f. Assistant Secretary**

**4. REVIEW OF COMMITTEE ASSIGNMENTS**

**5. APPROVAL OF 2016 MEETING CALENDAR**

**TAB #1**

**PAGE #6**

**6. ADJOURNMENT OF ANNUAL MEETING**

**RECONVENE REGULAR MEETING**

4. **APPROVAL OF MINUTES** **TAB #2** **PAGE #8**
- a. **November 11, 2015 Regular Board Meeting**
  - b. **December 17, 2015 Special Board Meeting**
  - c. **November 11, 2015 Capital Development, Leasing and Customer Fees Committee Meeting**
  - d. **November 11, 2015 Finance, Budget and Audit Committee Meeting**
5. **DIRECTOR'S REPORT** **TAB #3** **PAGE #28**
6. **REVIEW OF FINANCIAL STATEMENTS** **TAB #4** **PAGE #32**
7. **REPORT OF OFFICERS/COMMITTEES**
- a. **Internal Policy and Compliance Committee**
  - b. **Finance, Budget & Audit Committee**
  - c. **Golf Committee**
  - d. **Capital Development, Leasing & Customer Fees Committee**
  - e. **DuPage Business Center**
8. **OLD BUSINESS**  
None
9. **NEW BUSINESS**
- a. **Proposed Ordinance 2016-290; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2016 and Ending December 31, 2016.**  
**– Finance Committee** **TAB #5** **PAGE #43**
  - b. **Proposed Ordinance 2016-291; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.**  
**– Finance Committee** **TAB #6** **PAGE #82**
  - c. **Proposed Ordinance 2016-292; Ordinance Providing for the Acquisition Through Negotiation or Condemnation a Certain Property Commonly Known as the Pheasant Run Property for Airport Purposes by the DuPage Airport Authority – Approximately 140.25 Acres Located at the Southeast Corner of Route 64 and Kautz Road in St. Charles, Illinois.**  
*Ordinance authorizes the acquisition of a 140.25 acre parcel by either negotiation or the use of the Authority's eminent domain authority.*  
**-Capital Development Committee** **TAB #7** **PAGE #96**

- d. Proposed Resolution 2016-1990; Approving the Use of Outside Attorneys for the Fiscal Year 2016.**  
*Approves utilizing the firms of Schirott, Luetkehans and Garner and SheppardMullin to provide legal services for the 2016 fiscal year.*  
**– Finance Committee** **TAB #8** **PAGE #115**
- e. Proposed Resolution 2016-1991; Authorizing the Execution of a Professional Services Agreement with Serafin & Associates Inc. for Marketing and Communication Services.**  
*Approves an Agreement for providing marketing and communications support for the Flight Center, DuPage Business Center and Prairie Landing Golf Club at a total not-to exceed cost of \$42,500.*  
**– Finance Committee** **TAB #9** **PAGE #119**
- f. Proposed Resolution 2016-1992; Authorizing the Procurement of One (1) 4x4 Pickup Truck w/Plow from the State of Illinois Joint Purchasing Contract.**  
*Approves the procurement of one (1) Ford F-250 pickup truck w/plow from Morrow Brothers Ford under the State of Illinois Joint Purchasing Contract for a total cost of \$33,764.*  
**-Finance Committee** **TAB #10** **PAGE #121**
- g. Proposed Resolution 2016-1993; Award of Contract to Design Carpets & More for Air Traffic Control Tower Carpet Replacement.**  
*Approves a project to remove and replace carpeting in the Air Traffic Control Tower Base Building. Total authorized construction cost of \$26,916.16, which includes a 10% owner’s contingency.*  
**-Capital Development Committee** **TAB #11** **PAGE #125**
- h. Proposed Resolution 2016-1994; Authorizing the Execution of a Cash Farm Lease with Dale Pitstick for 216 Acres.**  
*Authorizes the execution of a three (3) year Cash Farm Lease with Dale Pitstick for 216 acres for \$167.50 per acre, \$36,180 paid annually in March 2016, 2017 and 2018.*  
**-Capital Development Committee** **TAB #12** **PAGE #129**
- i. Proposed Resolution 2016-1995; Authorizing the Execution of a Retainer Agreement with Burns & McDonnell for Engineering Services for the Projects: Construct West Perimeter Roadway and Construct North Perimeter Roadway.**  
*Approves retaining the firm of Burns & McDonnell to provide engineering services for the projects to: Construct a West Perimeter Roadway and Construct a North Perimeter Roadway under the IDOT Division of Aeronautics Transportation Improvement Program.*  
**-Capital Development Committee** **TAB #13** **PAGE #135**

- j. Proposed Resolution 2016-2004; Authorizing the Execution of a Design Phase Task Order with Burns & McDonnell for the Project: Construct West Perimeter Roadway.**

*Authorizes a task order to design a west airside perimeter roadway to serve Airport vehicles and fuel trucks. Task order not-to-exceed \$119,057.95 paid by Federal, State and Local funds under the IDOT Division of Aeronautics Transportation Improvement Program.*

**-Capital Development Committee                      TAB #14              PAGE #140**

- k. Proposed Resolution 2016-1996; Authorizing the Execution of a Cable Relocation Reimbursable Agreement Between the Federal Aviation Administration and the DuPage Airport Authority.**

*Authorizes an Agreement to reimburse the Federal Aviation Administration ("FAA") for engineering services related to the relocation of FAA facilities impacted by construction of the West and North Perimeter Roadways. Estimated cost not-to-exceed \$100,000.*

**-Capital Development Committee                      TAB #15              PAGE #143**

- l. Proposed Resolution 2016-1997; Authorizing the Execution of Design Phase Task Order No. 45 with CH2M for the Project: Landside Signage Plan.**

*Authorizes a task order to design a standardized landside signage plan for the Airport. The signage plan will address roadway entrances and intersection wayfinding points. Task order not-to-exceed \$31,540.*

**- Capital Development Committee                      TAB #16              PAGE #147**

- m. Proposed Resolution 2016-1998; Authorizing the Execution of Task Order No. 44 with CH2M for the Project: Runway Obstruction Identification – Photogrammetric Study.**

*Authorizes a task order to conduct a photogrammetric aeronautical survey of approximately 350 acres to identify the locations and elevations of structures and vegetation which penetrate vertically guided runway surfaces. Task order not-to-exceed \$27,500.*

**- Capital Development Committee                      TAB #17              PAGE #150**

- n. Proposed Resolution 2016-1999; Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: Design-Build Clear Span Aircraft Hangar.**

MD

*Authorizes a task order to provide field observation and documentation of construction activities during the construction of the Clear Span Aircraft Hangar Project. Task order not-to-exceed \$224,500.*

**-Capital Development Committee                      TAB #18              PAGE #154**

- o. Proposed Resolution 2016-2000; Approving Vacant Land Purchase Agreement With CenterPoint Properties Trust for 10.51 Acres at 2500 Enterprise Circle (Project Steel).**

*Approves the contract to sell 10.51 acres to CenterPoint Properties Trust for \$1,350,699.00 for the expansion of the DS Container Project located at 2500 Enterprise Circle, pursuant to option included in Vacant Land Purchase Agreement dated February 23, 2015.*

**-Capital Development Committee**

**TAB #19**

**PAGE #157**

- p. Proposed Resolution 2016-2003; Authorizing the Re-Naming of the DuPage Airport Authority Flight Center Building to the Daniel L. Goodwin Flight Center Building.**

*Re-names the Flight Center Building to the Daniel L. Goodwin Flight Center Building and authorizes the Executive Director to take the necessary steps to effectuate the name change.*

**TAB #20**

**PAGE #162**

- 10. 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.**

- 11. RECONVENE REGULAR SESSION**

- 12. OTHER BUSINESS**

- a. Proposed Resolution 2016-2001; Disclosure of Executive Session Minutes.**

**TAB #21**

**PAGE #164**

- b. Proposed Resolution 2016-2002; A Resolution Authorizing the Destruction of Certain Verbatim Recordings of Closed Sessions.**

**TAB #22**

**PAGE #165**

- 13. ADJOURNMENT**



**BOARD OF COMMISSIONERS  
MEETING/HOLIDAY CALENDAR  
2016**

**January**

<b>01/01/16</b>	<b>Friday</b>	-- -- --	<b>DAA HOLIDAY – New Years Day</b>	
01/06/16	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
01/13/16	Wednesday	12:00 Noon	Golf Committee	Flight Center
01/13/16	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
01/13/16	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
01/13/16	Wednesday	3:00 p.m.	Regular/Annual Board Meeting	Flight Center

**February**

**NO SCHEDULED MEETINGS**

**March**

03/02/16	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
03/16/16	Wednesday	12:00 Noon	Golf Committee	Flight Center
03/16/16	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
03/16/16	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
03/16/16	Wednesday	3:00 p.m.	Regular Board	Flight Center

**April**

**NO SCHEDULED MEETINGS**

**May**

05/04/16	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
05/11/16	Wednesday	12:00 Noon	Golf Committee	Flight Center
05/11/16	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
05/11/16	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
05/11/16	Wednesday	3:00 p.m.	Regular Board	Flight Center
<b>05/30/16</b>	<b>Monday</b>	---	<b>DAA HOLIDAY – Memorial Day</b>	

**June**

06/01/16	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
06/15/16	Wednesday	12:00 Noon	Golf Committee	Flight Center
06/15/16	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
06/15/16	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
06/15/16	Wednesday	3:00 p.m.	Regular Board	Flight Center

**July**

**NO SCHEDULED MEETINGS**

<b>07/04/16</b>	<b>Monday</b>	--	<b>DAA Holiday – Independence Day</b>	
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**August****NO SCHEDULED MEETINGS****September**

<b>09/05/16</b>	<b>Monday</b>	--	<b>DAA Holiday – Labor Day</b>	
09/07/16	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
09/14/16	Wednesday	12:00 Noon	Golf Committee	Flight Center
09/14/16	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
09/14/16	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
09/14/16	Wednesday	3:00 p.m.	Regular Board	Flight Center

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

11/02/16	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
11/16/16	Wednesday	12:00 Noon	Golf Committee	Flight Center
11/16/16	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
11/16/16	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
11/16/16	Wednesday	3:00 p.m.	Regular Board	Flight Center
<b>11/24/16</b>	<b>Thursday</b>	--	<b>DAA HOLIDAY – Thanksgiving Day</b>	

**December****NO SCHEDULED MEETINGS**

<b>12/26/16</b>	<b>Monday</b>	--	<b>DAA HOLIDAY – Christmas Day</b>	
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**January 2017**

<b>01/02/17</b>	<b>Monday</b>	---	<b>Observed -DAA HOLIDAY – New Years Day</b>	
01/11/17	Wednesday	11:00 a.m.	Internal Policy & Compliance Committee	Flight Center
01/18/17	Wednesday	12:00 Noon	Golf Committee	Flight Center
01/18/17	Wednesday	1:00 p.m.	Finance, Budget & Audit Committee	Flight Center
01/18/17	Wednesday	2:00 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
01/18/17	Wednesday	3:00 p.m.	Regular/Annual Board Meeting	Flight Center

**Address for Meetings:**

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

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

**DuPAGE AIRPORT AUTHORITY  
REGULAR BOARD MEETING  
Wednesday, November 11, 2015**

The Regular Meeting of the Board of Commissioners of the DuPage Airport Authority was convened at the DuPage Flight Center, 2700 International Drive, West Chicago, Illinois, First Floor Conference Room; Wednesday, November 11, 2015. Chairman Davis called the meeting to order at 3:03 p.m. and a quorum was present for the meeting.

**Commissioners Present:** Davis, Donnelly, Huizenga, LaMantia, Ledonne, Posch, Sharp.

**Commissioners Absent:** Chavez, Wagner

**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; Dan Barna, Procurement Manager; John Schlaman, Prairie Landing Golf Club; Pamela Miller, Executive Assistant and Board Liaison.

**Others in Attendance:** Phil Luetkehans, Schirott, Luetkehans and Garner; Johnny Jackson, CH2M; Nate Granger, RS & H; Phil Van Duyne, Simpson Strong-Tie; Randy Machelski, SmithGroup JJR.

**Members of the Press:**

None

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Chairman Davis asked for additions or corrections to the minutes of the September 16, 2015 Regular Board Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes of the September 16, 2015 Regular Board Meeting and Commissioner Sharp **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 September 16, 2015 Capital Development, Leasing and Customer Fees Committee Meeting and there were none. Commissioner Sharp made a **MOTION** to approve the minutes of the September 16, 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).

Chairman Davis asked for additions or corrections to the minutes of the September 16, 2015 Finance, Budget and Audit Committee Meeting and there were none. Commissioner Huizenga made a **MOTION** to approve the minutes of the September 16, 2015 Finance, Budget and Audit Committee 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 October 20, 2015 Special Finance, Budget and Audit Committee Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes of the October 20, 2015 Special Finance, Budget and Audit Committee Meeting and Commissioner Sharp **seconded the motion**. The motion was passed unanimously by roll call vote (7-0).

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

Executive Director Bird discussed the monthly operating statistics for September:

100 LL fuel sales are up for the month of September by 19.2%.

Jet A fuel sales decreased by 15.6%.

Total gallons of fuel sold for the month decreased by 13% and for the year increased slightly over 8%.

Total operations are up 3.7% for the month; 4.4% for the year.

Discussion followed.

Executive Director Bird stated that September has seen a decrease in fuel sales after experiencing several double digit increases. Upon evaluation operations were down; fuel prices remain competitive in the market place. In September 100LL fuel sales have experienced growth. And for the first time we have seen growth both on the monthly data and Year-to-Date data which is anticipated to be a result of an increase in flight training with the new flight school now located on the airfield. Regarding Operations, itinerant operations were down or essentially flat for September and local operations were increased. Fuel statistics for October reflect a decline in Jet A sales and at this point October Year to Date is showing significant increases. Discussion continued regarding the volatility fuel prices.

Executive Director Bird reviewed the proposed 2016 Board Meeting Calendar and stated that some of the Board Meeting dates in 2016 fall very early in the month; March 9, June 8 and November 9.

He requested that for these three months the Board and Committee Meeting dates be pushed to the third Wednesday in the month to allow staff time for report financials accurately and to keep reporting current for each Board meeting. Board Members agreed. Chairman Davis asked that when the meeting dates are finalized that a meeting invite be sent to each Commissioner so it will automatically appear on their electronic calendar. These adjustments to the Draft 2016 Calendar will be made and an updated draft provided to Commissioners for their reference. The Board will approval the 2016 Calendar at the January 13, 2016 Annual Board Meeting.

Executive Director Bird related there have been changes in personnel for Vertiport Chicago since the initial presentation to the board earlier in 2015. He related that one individual is no longer working there and one individual has assumed a different role. A second grand opening has been scheduled for Tuesday, November 17, 2015. The Airport Authority will continue to partner with them whenever appropriate for marketing and will have a presence for the Vertiport in the booth at the upcoming National Business Aviation Association Conference in Las Vegas.

## **REVIEW OF FINANCIAL STATEMENTS**

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

## **REPORT OF COMMITTEES**

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

Commissioner Sharp reported in Commissioner Wagner's absence. The Capital Development Committee met earlier and unanimously recommended Board approval for proposed resolutions considered by the Committee and appears on the Board Meeting Agenda.

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

Commissioner Huizenga advised that in their earlier meeting the Finance Committee reviewed the September financial statements and favorably recommended resolutions considered by the Committee for Board passage. He continued that the property tax levy ordinance was discussed as well as the Tentative Budget and Appropriations and with Board approval will be submitted to the DuPage County Board Chairman for review. Discussion followed.

### **Golf Committee:**

Commissioner Donnelly advised that he had met earlier in the day with John Schlaman and Patrick Hoard. The Golf Committee did not have a November Meeting. He related that going forward from July, Prairie landing Golf Club went ahead of the amount budgeted and year-to-date golf rounds through October are increased by 12% from 2014. He related that more aggressive pricing with "Deal Caddy" and marketing efforts have led to much stronger numbers for the number of golf rounds. He added that the Food and Beverage Department and Pro Shop merchandise sales have increased to more than offset decreased greens fee rates. Banquet sales are increased 12% from 2014. Total revenue is up 7% from 2014 and expenses are flat resulting in operating profit being up 23% from October year-to-date versus 2014. Commissioner Donnelly stated the month of November has been good in comparison to previous years; 1300 rounds played in November 2015 versus less than 300 rounds in November 2014.

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

Commissioner LaMantia reported that the Internal Policy Committee had not met since the last Board Meeting and she had no report.

### **DuPage Business Center:**

Ed Harrington of CenterPoint Properties Trust briefly provided an update on various expressions of interest for build to suit developments, however none have materialized to this point. He related that CenterPoint is very excited about the sale of the Pella Building and construction is expected to be finished by December 15, 2015. He related that there is the potential of expansion for a proposed 2000 square foot addition for DS Containers in the Business Center and the proposed development plan may be ready for submission to the Board during December with a Special Meeting. The Board did consider and approve the concept plan for DS Containers earlier in the year. Discussion continued.

**NEW BUSINESS**

**Proposed Ordinance 2015-286; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015.**

Executive Director Bird read into the record Proposed Ordinance 2015-286 and advised this was considered by the Finance Committee and unanimously recommended for Board approval.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Ordinance 2015-286; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015. The **motion was seconded** by Commissioner Sharp and was passed by roll call vote (7-0).

**Proposed Ordinance 2015-287; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2016 and Ending December 31, 2016.**

Executive Director Bird read into the record Proposed Ordinance 2015-287 and advised this was considered by the Finance Committee and unanimously recommended for Board approval.

A **MOTION** was made by Commissioner Sharp to approve Proposed Ordinance 2015-287; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2016 and Ending December 31, 2016. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1971; Approving the Use of Outside Auditors for the Year 2016.**

*Appointing the firm of Sikich LLP for auditing the Authority's 2015 financial statements for an all-inclusive maximum fee of \$37,500.*

Executive Director Bird read into the record Proposed Resolution 2015-1971 and advised this was considered by the Finance Committee and unanimously recommended for Board approval. There was no further discussion.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2015-1971; Approving the Use of Outside Auditors for the Year 2016. The **motion was seconded** by Commissioner Sharp and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1972; Disposal/Destruction of Surplus Personal Property.**

*Approves the disposition of surplus property by internet auction. Items include (2) golf carts, (12) outdoor dining tables, (42) outdoor dining chairs, (36) irrigation satellite controllers, and (1) bedknife grinder.*

Executive Director Bird read into the record Proposed Resolution 2015-1972 and advised this was considered by the Finance Committee and unanimously recommended for Board approval. There was no further discussion.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2015-1972; Disposal/Destruction of Surplus Personal Property. The **motion was seconded** by Commissioner Sharp and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1973; Award of an Elevator Maintenance Contract to Otis Elevator Company.**

*Approves a one (1) year contract, subject to two (2) one (1) year extensions for servicing eight (8) elevators. Contract commences January 1, 2016 for an annual cost of \$23,940 subject to annual adjustment not-to-exceed 3%.*

Executive Director Bird read into the record Proposed Resolution 2015-1973 and advised this was considered by the Finance Committee and unanimously recommended for Board approval. There was no further discussion.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1973; Award of an Elevator Maintenance Contract to Otis Elevator Company. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1974; Award of Master Agreement to Aqua Designs, Inc. for On-Call Irrigation System Repair and Maintenance Services.**

*Approves a two (2) year time and material Master Agreement for as-needed irrigation system repair and maintenance. Contract commences January 1, 2016, costs not-to-exceed \$25,000 annually or \$5,000 per project.*

Executive Director Bird read into the record Proposed Resolution 2015-1974 and advised this was considered by the Finance Committee and unanimously recommended for Board approval. There was no further discussion.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1974; Award of Master Agreement to Aqua Designs, Inc. for On-Call Irrigation System Repair and Maintenance Services. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1975; Award of Contract to Federal Signal Corporation for Access Control & Video Surveillance Wireless Network Replacement.**

*Approves a project to replace the Airport's access control and video surveillance wireless network. Total authorized construction cost of \$259,212.79, which includes a 10% owner's contingency.*

Executive Director Bird read into the record Proposed Resolution 2015-1975 and advised this was considered by the Capital Development Committee and unanimously recommended for Board approval. There was no further discussion.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1975; Award of Contract to Federal Signal Corporation for Access Control & Video Surveillance Wireless Network Replacement. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1976; Award of Contract to Central Development Corporation for Fuel Farm Hardening Phase I.**

*Approves a project to excavate land and construct a concrete barrier wall at the Airport's Fuel Farm Facility to deter unauthorized vehicle access and to protect critical infrastructure. Total authorized construction cost of \$97,059.60, which includes a 10% owner's contingency.*

Executive Director Bird read into the record Proposed Resolution 2015-1976 and advised this was considered by the Capital Development Committee and unanimously recommended for Board approval. There was no further discussion.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1976; Award of Contract to Central Development Corporation for Fuel Farm Hardening Phase I. The **motion was seconded** by Commissioner Sharp and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1977; Authorizing the Execution of Design Phase Task Order No. 41 with CH2M for the Project: Fuel Farm Hardening Phase II.**

*Authorizes a task order to design new fence alignment, electric vehicle gates and access control components to fully enclose the Airport's Fuel Farm Facility inside the Airport's secured area. Task order not-to-exceed \$23,230.*

Executive Director Bird read into the record Proposed Resolution 2015-1977 and advised this was considered by the Capital Development Committee and unanimously recommended for Board approval. There was no further discussion.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1977; Authorizing the Execution of Design Phase Task Order No. 41 with CH2M for the Project: Fuel Farm Hardening Phase II. The **motion was seconded** by Commissioner Sharp and was passed by roll call vote (7-0).

*Attorney Luetkehans left the meeting room prior to the Board addressing Proposed Resolution 2015-1979.*

**Proposed Resolution 2015-1979; Award of a Design-Build contract to Harbour Contractors, Inc. for Clear Span Aircraft Hangar Construction.**

*Approves a design-build contract to construct a 35,000 square foot clear span aircraft hangar. Total authorized construction cost of \$9,732,700, which includes a \$200,000 owner's contingency. 25% of shared savings paid to Harbour Contractors, 75% of shared savings paid to the Airport Authority.*

Executive Director Bird read into the record Proposed Resolution 2015-1979 and advised this was considered by the Capital Development Committee and unanimously recommended for Board approval. There was no further discussion.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1979; Award of a Design-Build Contract to Harbour Contractors, Inc. for Clear Span Aircraft Hangar Construction. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (7-0).

*Attorney Luetkehans returned to the meeting room following completion of the roll call vote.*

**Proposed Resolution 2015-1980; Approving the Development Plan for Modifications to 2505 Enterprise Circle.**

*Approves the Development Plan at 2505 Enterprise Circle for revisions to existing building. No variations from the West Chicago Zoning Ordinance or Minimum Design Standards are required.* Executive Director Bird read into the record Proposed Resolution 2015-1980 and advised this was considered by the Capital Development Committee and unanimously recommended for Board approval.

Attorney Luetkehans stated there was a slight change needed for the Resolution prior to Board approval; the date of the landscaping plan will be changed. Attorney Luetkehans provided the corrected proposed resolution for the Board's review and a copy for the meeting record.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2015-1980; Approving the Development Plan for Modifications to 2505 Enterprise Circle. The **motion was seconded** by Commissioner Sharp and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1981; Authorizing the Execution of the Second Amendment to the Amended and Restated Agreement to Develop and Lease with CenterPoint Properties Trust.** *Modifies the Minimum Design Standards for the DuPage Business Center relating to inter alia, lighting, landscaping and design for future development.*

Executive Director Bird read into the record Proposed Resolution 2015-1981 and advised this was considered by the Capital Development Committee and unanimously recommended for Board approval

Discussion followed with Attorney Luetkehans clarifying the purpose for each of the following three proposed resolution: 2015-1981, 2015-1982; 2015-1983.

Commissioner LaMantia stated that the next three interrelate to each other and asked whether the Airport Authority should wait to approve the changes to the Minimum Design Standards until after they have been approved by the City of West Chicago. Attorney Luetkehans responded that the changes to the Minimum Design Standards are independent of West Chicago's review and approval as this only relates to agreement between DuPage Airport Authority and CenterPoint.

Attorney Luetkehans continued that the next memorandum relates to the Intergovernmental Agreement with the City of West Chicago. While West Chicago staff has not finished its review of the proposed changes, West Chicago staff was amenable to the Airport Authority Board passing this Amendment to the IGA with the possible need for the DAA Board to re-pass the Amendment if West Chicago staff makes modifications in order to allow DS Containers to feel comfortable with proceeding.

He stated that the third Resolution approves DS Container's modifications to its Development Plan related to issues that were found during site construction. He added that if the City of West Chicago approves the Amendment to the IGA, then the proposed changes to the Development Plan will be in compliance with West Chicago's Zoning Ordinance and accordingly, this Resolution is contingent upon West Chicago agreeing to the Amendment to the IGA.

Commissioner LaMantia suggested modifying the Resolution approving the Amendment to the IGA to allow DAA approval of any modifications to the Amendment to the IGA proposed by West Chicago as long as the attorney and the Airport Authority staff, with the consent of the DAA Board Chairman, agree with the modifications proposed by West Chicago. Attorney Luetkehans stated the proposed language of the amendment will be added to the Resolution.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1981; Authorizing the Execution of the Second Amendment to the Amended and Restated Agreement to Develop and Lease with CenterPoint Properties Trust. The **motion was seconded** by Commissioner Sharp and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1982; Authorizing the Execution of the Fifth Amendment to the Intergovernmental Agreement with West Chicago.**

*Approves an Amendment to Section 10.5 of the West Chicago Zoning Ordinance. Primary modifications relate to landscaping and lighting for future development.*

Executive Director Bird read into the record Proposed Resolution 2015-1982 and advised this was considered by the Capital Development Committee and unanimously recommended for Board approval

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2015-1982; Authorizing the Execution of the Fifth Amendment to the Intergovernmental Agreement with West Chicago subject to the above proposed amendment as stated by Attorney Luetkehans. The **motion was seconded** by Commissioner Sharp and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1983; Approving the Revised Landscaping/Lighting Plans for Building at 2500 Enterprise Circle.**

*Approves the Revised Lighting and Landscape Plans for the DS Container building, subject to approval by the City of West Chicago of the Fifth Amendment to the Intergovernmental Agreement with West Chicago.*

Executive Director Bird read into the record Proposed Resolution 2015-1983 and advised this was considered by the Capital Development Committee and unanimously recommended for Board approval.

A **MOTION** was made by Commissioner Donnelly to approve Proposed Resolution 2015-1983; Approving the Revised Landscaping/Lighting Plans for Building at 2500 Enterprise Circle. The **motion was seconded** by Commissioner Sharp and was passed by roll call vote (7-0).

**RECESS TO EXECUTIVE SESSION**

A **MOTION** was made by Commissioner LaMantia to recess to Executive Session for the 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 Sharp and was passed unanimously by roll call vote (7-0). The meeting was recessed to Executive Session at 3:56 p. m. and was reconvened at 5:18 p.m. Upon roll call, a quorum was present for the remainder of the Regular Board Meeting.

**OTHER BUSINESS**

None

A **MOTION** was made by Commissioner LaMantia to adjourn the Regular Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Posch and was passed unanimously by voice vote; the meeting was adjourned at 5:20 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, December 17, 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, December 17, 2015. Chairman Davis called the meeting to order at 8:06 a.m. and a quorum was present for the meeting.

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

**Commissioners Absent:** None

**DuPage Airport Authority Staff Present:** David Bird, Executive Director; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance 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; John Lass, CenterPoint Properties Trust; Randy Machelski, Smith Group JJR; John Bullock, DuPage Aerospace.

**Members of the Press:**

None

**PUBLIC COMMENT**

None

**RECESS TO EXECUTIVE SESSION**

A **MOTION** was made by Commissioner LaMantia to recess to Executive Session for the 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 Posch and was passed unanimously by roll call vote (9-0). The Special Meeting was recessed to Executive Session at 8:08 a.m. and was reconvened at 9:12 a.m. Upon roll call, a quorum was present for the remainder of the meeting. Commissioners LaMantia and Huizenga departed the meeting prior to completion of the Executive Session.

**NEW BUSINESS**

**Proposed Ordinance 2015-1985; Ordinance Authorizing the Negotiation for the Acquisition of a Certain Property Commonly Known as the Pheasant Run Property for Airport Purposes by the DuPage Airport Authority – Approximately 140.25 Acres Located at the Southeast Corner of Route 64 and Kautz Road in St. Charles, Illinois.**

*Phase I Ordinance Authorizing the negotiation for acquisition of approximately 140.25 acres known as Pheasant Run Resort.*

Executive Director Bird read into the record Proposed Ordinance 2015-1985. There was no further discussion by the Board.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Ordinance 2015-1985; Ordinance Authorizing the Negotiation for the Acquisition of a Certain Property Commonly Known as the Pheasant Run Property for Airport Purposes by the DuPage Airport Authority – Approximately 140.25 Acres Located at the Southeast corner of Route 64 and Kautz Road in St. Charles, Illinois. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (7-0).

**Proposed Resolution 2015-1987; Approving the Development Plan for Expansion of the Building at 2500 Enterprise Circle.**

*Authorizes the Development Plan for the expansion of the building located at 2500 Enterprise Circle. Approves a 250,575 square foot addition on a 10.5 acre parcel to an existing building of 300,278 square feet on a 14.55 acre parcel with certain variations, subject to approval of the development plan and variations by the City of West Chicago.*

Executive Director Bird read into the record Proposed Ordinance 2015-1985.

Attorney Luetkehans stated that at a previous Board Meeting, CenterPoint Properties Trust submitted a Development Plan for the site located in the DuPage Business Center for DS Containers, 2500 Enterprise Circle, and the Board approved this Development Plan. He continued that the submission of this new Development Plan is for Phase II of their development.

Attorney Luetkehans stated there are some open issues relating to screening and materials that were not identified in the plan and staff is recommending changes to be included in the plan prior to Board approval. These recommendations were discussed earlier in the week with CenterPoint and DS Containers after the Airport Authority's Consultant, Randy Machelski of Smith Group JJR, reviewed and commented on the plan and Attorney Luetkehans was directed by the Board to draft those comments and include them in the Resolution.

A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2015-1987; Approving the Development Plan for Expansion of the Building at 2500 Enterprise Circle contingent upon the conditions as presented. The **motion was seconded** by Commissioner Ledonne and was passed by roll call vote (7-0).

Executive Director stated that CenterPoint would conduct a tour of the DS Containers current facilities in Batavia and the new facility site for anyone interested in viewing these facilities.

Ed Harrington provided a brief activity report. He reported the new occupancy in the DuPage Business Center is exciting with Simpson Strong Tie to be purchasing the Pella Building. Attorney Luetkehans added that the goal is to have a purchase for consideration by the Board at the January Annual Meeting, pending approvals by West Chicago.

Mr. Harrington reported that activity currently in the Park is quiet with the holiday season and CenterPoint continues to finalize the Simpson Strong Tie purchase and Phase II with DS Containers. Discussion followed.

Commissioner Ledonne stated he would like the entire Airport Staff to be made aware that the Board recognizes Staff is working hard and is running a safe and efficient airport especially

during the holiday season when additional work hours are required. The Board expressed their thanks and best wishes for *Happy Holidays* and a *Happy New Year*. All commissioners joined in this expression of thanks to the staff.

A **MOTION** was made by Commissioner Ledonne to adjourn the Special Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Posch and was passed unanimously by voice vote; the meeting was adjourned at 9:22 a.m.

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**Stephen L. Davis**  
Chairman

**(ATTEST)**

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**Gina R. LaMantia**  
Secretary

**DuPAGE AIRPORT AUTHORITY  
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE  
WEDNESDAY, NOVEMBER 11, 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, November 11, 2015. Committee Chairman Wagner was absent from this meeting and Commissioner Sharp served as Acting Chair. Commissioner Sharp called the meeting to order at 2:02 p.m. A quorum was present for this meeting.

**Commissioners Present:** Ledonne, Posch, Sharp

**Absent:** Chavez, Wagner

**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, Prairie Landing Golf Club; Pamela Miller, Executive Assistant and Board Liaison.

**Others:** Phil Luetkehans, Schirott, Luetkehans and Garner, LLP; Johnny Jackson, CH2M; Phil Van Duyne, Simpson Strong-Tie; Randy Machelski, SmithGroup JJR; Steve Moulton, Burns & McDonnell; Ed Harrington, CenterPoint Properties Trust.

**Press:** None

**CAPITAL DEVELOPMENT**

**NEW BUSINESS**

**Proposed Resolution 2015-1975; Award of Contract to Federal Signal Corporation for Access Control & Video Surveillance Wireless Network Replacement.**

*Approves a project to replace the Airport's access control and video surveillance wireless network. Total authorized construction cost of \$259,212.79, which includes a 10% owner's contingency.*

Executive Director Bird asked Dan Barna to discuss this proposed resolution. Mr. Barna advised that a wireless mesh network was installed as a part of an extensive security enhancement program. He continued that the mesh provides the network service of vehicle gates, pedestrian gates and various surveillance cameras throughout the Airport and golf course. Mr. Barna explained that with exceeding usage beyond 6 years, there have been problems with the company and also controlling the network as it lacks reliability and connectivity. A Request for Proposal (RFP) process was implemented seeking companies who could provide this type of equipment and service; three companies were shortlisted and after review by an established evaluation panel, Federal Signal Corporation is recommended for award of this contract. Mr. Barna explained in further detail the scope of this project and the costs associated. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1975; Award of Contract to Federal Signal Corporation for Access Control & Video Surveillance Wireless Network Replacement. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (3-0).

**Proposed Resolution 2015-1976; Award of Contract to Central Development Corporation for Fuel Farm Hardening Phase I.**

*Approves a project to excavate land and construct a concrete barrier wall at the Airport's Fuel Farm Facility to deter unauthorized vehicle access and to protect critical infrastructure. Total authorized construction cost of \$97,059.60, which includes a 10% owner's contingency.*

Dan Barna continued to discuss this proposed resolution. Staff has developed a two phase approach for the project to design an aesthetically pleasing wall to secure and protect the fuel farm area for this most valuable asset. He continued that Phase I includes the construction of a concrete barrier wall to deter vehicle access to the above ground fuel piping. Bids were received for Phase I of this project with a mandatory prebid meeting held. Central Development Corporation is recommended for award of this Phase I project. Discussion followed.

A **MOTION** was made by Commissioner Posch to recommend Board approval for Proposed Resolution 2015-1976; Award of Contract to Central Development Corporation for Fuel Farm Hardening Phase I. The **motion was seconded** by Commissioner Ledonne and was unanimously passed by roll call vote (3-0).

**Proposed Resolution 2015-1977; Authorizing the Execution of Design Phase Task Order No. 41 with CH2M for the Project: Fuel Farm Hardening Phase II.**

*Authorizes a task order to design new fence alignment, electric vehicle gates and access control components to fully enclose the Airport's Fuel Farm Facility inside the Airport's secured area. Task order not-to-exceed \$23,230.*

Mr. Barna continued to discuss Phase II for the fuel farm hardening project. CH2M has provided a Task Order for the design phase to complete the project to fully enclose the fuel farm. Mr. Barna discussed the scope of this project and the associated costs. Discussion continued.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1977; Authorizing the Execution of Design Phase Task Order No. 41 with CH2M for the Project: Fuel Farm Hardening Phase II. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (3-0).

*Attorney Luetkehans left the Board Meeting Room prior to the discussion of Proposed Resolution 2015-1979.*

**Proposed Resolution 2015-1979; Award of a Design-Build Contract to Harbour Contractors, Inc. for Clear Span Aircraft Hangar Construction.**

*Approves a design-build contract to construct a 35,000 square foot clear span aircraft hangar. Total authorized construction cost of \$9,732,700, which includes a \$200,000 owner's contingency. 25% of shared savings paid to Harbour contractors, 75% of shared savings paid to the Airport Authority.*

Mark Doles advised the Airport Authority received eight submittals for design build firms through a Request for Qualifications (RFQ) process and after evaluation three firms were shortlisted. Staff worked with CH2M to develop bridging documents and in the first set of documents there was a design for an aesthetically pleasing hangar with an elaborate roof system. He continued that after receiving prices from these firms, all fees exceeded the amount budgeted for this project. Mr. Doles explained that as part of this process CH2M worked with the shortlisted design firms and amended their contract in order to simplify the hangar design and to bring down the construction costs and GMAX pricing. Mr. Doles continued that with the development of the amended bridging documents, the architectural details were simplified and construction costs were reduced. He discussed the new GMAX pricing proposals and stated that Harbour Contractors is recommended for award of the contract to construct the clear span aircraft

hangar. Discussion continued detailing the scope of this project and costs associated. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1979; Award of a Design-Build Contract to Harbour Contractors, Inc. for Clear Span Aircraft Hangar Construction. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (3-0).

*Attorney Luetkehans returned to the Board Meeting Room after the roll call vote was taken for passage of Proposed Resolution 2015-1979.*

## **LEASING AND CUSTOMER FEES**

### **NEW BUSINESS**

#### **Proposed Resolution 2015-1980; Approving the Development Plan for Modifications to 2505 Enterprise Circle.**

*Approves the Development Plan at 2505 Enterprise Circle for revisions to existing building. No variations from the West Chicago Zoning Ordinance or Minimum Design Standards are required.* Attorney Luetkehans explained this proposed resolution is to approve the development plan for modifications to be made to the Pella building; the Concept Plan was previously approved by this Board earlier in 2015. SmithGroup JJR Consultant, Randy Machelski, has reviewed these documents and advised the documents are compliant. Ed Harrington of CenterPoint Properties Trust advised that the lease with Pella will expire in 2016 and will not be renewed. CenterPoint is excited to have a business ready to come into this site and to occupy this building.

A **MOTION** was made by Commissioner Posch to recommend Board approval for Proposed Resolution 2015-1980; Approving the Development Plan for Modifications to 2505 Enterprise Circle. The **motion was seconded** by Commissioner Ledonne and was unanimously passed by roll call vote (3-0).

#### **Proposed Resolution 2015-1981; Authorizing the Execution of the Second Amendment to the Amended and Restated Agreement to Develop and Lease with CenterPoint Properties Trust.**

*Modifies the Minimum Design Standards for the DuPage Business Center relating to, inter alia, lighting, landscaping and design for future development.*

Attorney Luetkehans advised that previously the Airport Authority approved the Development Plan for property referred to as *Pella* and the lease for this tenant of the DuPage Business Center is set to expire in 2016. CenterPoint Properties Trust is in the process of selling this property to Simpson Strong Tie. He continued that in order to modify the Minimum Design Standards it is necessary to modify the Amended and Restated Development Agreement with CenterPoint Properties Trust. Attorney Luetkehans stated that when going through the process with DS Containers in the DuPage Business Center, it became apparent that the landscaping makes maintenance in the Business Center problematic and very costly. Attorney Luetkehans asked Randy Machelski of SmithGroup JJR to review the plan and he suggested landscaping designs in within the minimum standards as well as lighting modifications as well. The existing Minimum Standards provide for a specific product which is no longer being manufactured. Discussion continued on the suggested modifications. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1981; Authorizing the Execution of the Second Amendment to the Amended and Restated Agreement to Develop and Lease with CenterPoint Properties Trust. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (3-0).

**Proposed Resolution 2015-1982; Authorizing the Execution of the Fifth Amendment to the Intergovernmental Agreement with West Chicago.**

*Approves an Amendment to Section 10.5 of the West Chicago Zoning Ordinance. Primary modifications relate to landscaping and lighting for future development.*

Attorney Luetkehans continued to explain that during this process with DS Containers there were also recommended changes to the Section 10.5 of the West Chicago Zoning Ordinance that relates strictly to Airport Authority property with the major focus being changes related to landscaping. Discussion followed.

A **MOTION** was made by Commissioner Posch to recommend Board approval for Proposed Resolution 2015-1982; Authorizing the Execution of the Fifth Amendment to the Intergovernmental Agreement with West Chicago. The **motion was seconded** by Commissioner Ledonne and was unanimously passed by roll call vote (3-0).

**Proposed Resolution 2015-1983; Approving the Revised Landscaping/Lighting Plans for Building at 2500 Enterprise Circle.**

*Approves the Revised Lighting and Landscape Plans for the DS Container building, subject to approval by the City of West Chicago of the Fifth Amendment to the Intergovernmental Agreement with West Chicago.*

Attorney Luetkehans stated that DS Containers had revised their landscaping and lighting plan and have modified Phase I with new landscaping and lighting contingent upon the approvals of Section 10.5 Zoning Ordinance with the City of West Chicago. CenterPoint is planning to bring Phase II to the Board during the next few weeks at a Special Board meeting.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1983; Approving the Revised Landscaping/Lighting Plans for Building at 2500 Enterprise Circle. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (3-0).

**RECESS TO EXECUTIVE SESSION**

There was no Executive Session.

**OTHER BUSINESS**

Commissioner Ledonne made a **MOTION** to adjourn the Capital Development, Leasing and Customer Fees Committee Meeting; the **motion was seconded** by Commissioner Posch and was passed by unanimous voice vote. The committee meeting was adjourned at 2:31 p.m.

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

**DuPAGE AIRPORT AUTHORITY  
FINANCE, BUDGET AND AUDIT COMMITTEE  
WEDNESDAY, NOVEMBER 11, 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, November 11, 2015. Committee Chairman Huizenga called the meeting to order at 1:03 p.m. and a quorum was present.

***Commissioners Present:*** Donnelly, Huizenga, Ledonne, Posch, Sharp  
***Commissioners Absent:*** Wagner

***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; John Schlaman, Prairie Landing Golf Club; Pamela Miller, Executive Assistant and Board Liaison.

***Others:***

Johnny Jackson, CH2M.

**OLD BUSINESS**

None

**NEW BUSINESS**

**REVIEW OF FINANCIAL STATEMENTS**

Patrick Hoard proceeded to review the September Financial Statements.

*Operating Revenues:*

*Airport Operations* revenues decreased 4%; due to leases that expired.

*Flight Center Fuel Operations* decreased 8% from the budgeted amount. Average selling price for fuel is less than anticipated in the budget.

*Prairie Landing Golf Club* revenues remained flat. Golf is strong on the revenue side since June with more rounds played.

*Total Operating Revenues* are slightly down at 6%; actual versus budget.

*Operating Expenses:*

*Total Operating Expenses* decreased 16%; actual versus budget. Each of the Airport businesses are down.

*Net Profit from Operations:* The amount budgeted for this time period was \$649,843 through September; Year-to-Date actual net profit from operations is \$2,164,302.

*Total Non-Operating Revenues:* Increase of 35% which is a reflection of reimbursement received for previous Federal/State grant funded projects. These projects were budgeted up front by the Airport Authority and reimbursement received in later years.

*Total Non-Operating Expenses:* decreased 22% actual versus budget which is driven by property taxes and the timing for receiving payments.

*Net Profit Excluding Depreciation:* Actual Year-to-Date just over \$9.77 million versus the budgeted year-to-date amount of \$6,054,843.



Capital Development Program: 82% decreased in actual versus budgeted amount. This is the result of the transient hangar construction project being deferred to 2016.

Cash Ending Balance Ending: Year-to Date the amount budgeted was \$7,272,299; Actual Year-to-Date Cash Balance through September is \$22,211,754.

Discussion followed.

**PROPOSED ORDINANCE 2015-286; AN ORDINANCE OF THE DUPAGE AIRPORT AUTHORITY LEVYING TAXES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2015 AND ENDING DECEMBER 31, 2015.**

Patrick Hoard stated this is statutorily required for passage each year in order for the Airport Authority to levy taxes. The Airport will levy the same amount as in the previous two years. Discussion occurred.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Ordinance 2015-286; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015. The **motion was seconded** by Commissioner Sharp and was passed unanimously by roll call vote (5-0).

**PROPOSED ORDINANCE 2015-287; ADOPTING THE TENTATIVE BUDGET AND APPROPRIATIONS ORDINANCE FOR THE DUPAGE AIRPORT AUTHORITY FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2016 AND ENDING DECEMBER 31, 2016.**

Mr. Hoard continued that each year the Airport Authority Board is also required by statute to pass a Tentative Budget and Appropriations Ordinance. He continued that this Tentative Budget document is identical to the Ordinance reviewed by the Finance Committee at their Special Committee Meeting held in October 2015 with one exception. He explained that a 2016 abatement was not included initially and now has been added to this final document; it is then the Board's discretion to abate for 2016 which will be addressed by Ordinance at the March 2016 Board Meeting. With the Board's approval the 2016 Tentative Budget and Appropriations will be submitted to the DuPage County Board Chairman for a 30-day review. The Airport Authority Board will approve the final 2016 Budget and Appropriations at the January 13, 2016 Annual Meeting. Discussion followed briefly.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Ordinance 2015-286; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

**PROPOSED RESOLUTION 2015-1971; APPROVING THE USE OF OUTSIDE AUDITORS FOR THE YEAR 2016.**

*Appointing the firm of Sikich LLP for auditing the Authority's 2015 finance statements for an all-inclusive maximum fee of \$37,500.*

Mr. Hoard explained that Airport Authority By-Laws require outside auditors to be retained to perform the annual audit of financial statements. He continued this is the third year of the agreement with Sikich and this Resolution will authorize Sikich to perform the 2015 audit of the Airport Authority's financial statements. Mr. Hoard explained this will be the last year for this current agreement with Sikich and another RFP process will be conducted for a new auditing firm going forward. He advised that Sikich has requested a \$500 increase in their fee for 2015; the

cost for the 2015 audit is \$37,500 and the previous year it was \$37,000. He continued that Sikich has been very efficient and this increase seems justified. Executive Director Bird added that the audit results and reporting is received much earlier now with Sikich than in years passed; staff recommends approval.

A **MOTION** was made by Commissioner Donnelly to recommend Board approval of Proposed Resolution 2015-1971; approving the Use of outside Auditors for the Year 2016. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

**PROPOSED RESOLUTION 2015-1972; DISPOSAL/DESTRUCTION OF SURPLUS PERSONAL PROPERTY.**

*Approves the disposition of surplus property by internet auction. Items include (2) golf carts, (12) outdoor dining tables, (42) outdoor dining chairs, (36) irrigation satellite controllers, and (1) bedknife grinder.*

Mr. Barna reviewed the items of surplus property to be disposed; pictures were provided. Discussion followed briefly.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2015-1972; Disposal/Destruction of Surplus Personal Property. The **motion was seconded** by Commissioner Sharp and was passed unanimously by roll call vote (5-0).

**PROPOSED RESOLUTION 2015-1973; AWARD OF AN ELEVATOR MAINTENANCE CONTRACT TO OTIS ELEVATOR COMPANY.**

*Approves a one (1) year contract, subject to two (2) one (1) year extensions for servicing eight (8) elevators. Contract commences January 1, 2016 for an annual cost of \$23,940 subject to annual adjustment not-to-exceed 3%.*

Dan Barna advised the Airport Authority currently utilized a service contract for maintenance of eight elevators located in the Flight Center, Government Center and at Prairie Landing Golf Club. He continued that the existing five-year contract will expire on January 1, 2016. The term will be a one-year agreement subject to two one-year extensions. Mr. Barna explained that four bids were received and upon evaluation Otis Elevator was determined to be the apparent low, responsive and responsible bidder. Discussion continued regarding costs associated with this proposed master agreement and staff recommended approval.

A **MOTION** was made by Commissioner Sharp to recommend Board approval of Proposed Resolution 2015-1973; Award of an Elevator Maintenance Contract to Otis Elevator Company. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by roll call vote (5-0).

**PROPOSED RESOLUTION 2015-1974; AWARD OF MASTER AGREEMENT TO AQUA DESIGNS, INC. FOR ON-CALL IRRIGATION SYSTEM REPAIR AND MAINTENANCE SERVICES.**

*Approves a two (2) year time and material Master Agreement for as-needed irrigation system repair and maintenance. Contract commences January 1, 2016, costs not-to-exceed \$25,000 annually or \$5,000 per project.*

Mr. Barna explained that this proposed master agreement will authorize on-call maintenance and repair services for the irrigation system located on International Drive for the areas around the Flight Center and the two high tail hangars. He continued that two bids were received and upon evaluation Aqua Designs, Inc. is recommended for award of this master agreement. Discussion followed regarding the scope of this Master Agreement and time and materials rates.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2015-1974; Award of Master Agreement to Aqua Designs, Inc. for On-Call Irrigation System Repair and Maintenance Services. The **motion was seconded** by Commissioner Posch and was passed unanimously by roll call vote (5-0).

**OTHER BUSINESS**

None

A **MOTION** was made by Commissioner Donnelly to adjourn the Finance, Budget and Audit Committee; the **motion was seconded** by Commissioner Ledonne and was passed unanimously by voice vote. The meeting adjourned at 2:24 p.m.

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



## MONTHLY STATISTICS

**November 2015**

	<u>Nov. '15</u>	<u>Nov. '14</u>	<u>'15 vs. '14</u>	<u>Nov. Percent Change</u>	<u>YTD 2015</u>	<u>YTD 2014</u>	<u>'15 vs. '14</u>	<u>Percent Change</u>
<b>FUEL</b>								
100LL	15,402	12,707	2,695	21.2%	209,008	192,490	16,518	8.6%
Jet A	203,991	201,910	2,081	1.0%	2,279,566	2,155,314	124,252	5.8%
<b>Total Gallons</b>	<b>219,393</b>	<b>214,617</b>	<b>4,776</b>	<b>2.2%</b>	<b>2,488,574</b>	<b>2,347,804</b>	<b>140,770</b>	<b>6.0%</b>
<b>OPERATIONS</b>								
Local	2,417	1,688	729	43.2%	27,636	25,503	2,133	8.4%
Itinerant	3,799	3,091	708	22.9%	44,519	41,859	2,660	6.4%
<b>Total Ops</b>	<b>6,216</b>	<b>4,779</b>	<b>1,437</b>	<b>30.1%</b>	<b>72,155</b>	<b>67,362</b>	<b>4,793</b>	<b>7.1%</b>
<b>REGIONAL OPS</b>								
	<u>Nov. '15</u>	<u>Nov. '14</u>	<u>'15 vs. '14</u>	<u>Nov. Percent Change</u>	<u>YTD 2015</u>	<u>YTD 2014</u>	<u>'15 vs. '14</u>	<u>Percent Change</u>
<b>Total OPS</b>								
DuPAGE	6,216	4,779	1,437	30.1%	72,155	67,362	4,793	7.1%
Palwaukee	5,770	5,218	552	10.6%	70,902	71,229	(327)	-0.5%
Aurora	4,630	3,247	1,383	42.6%	59,064	55,965	3,099	5.5%
Waukegan	3,681	2,621	1,060	40.4%	37,609	38,125	(516)	-1.4%
State of Illinois	150,631	144,281	6,350	4.4%	1,733,877	1,725,463	8,414	0.5%
Teterboro	15,582	14,384	1,198	8.3%	157,381	152,236	5,145	3.4%
Van Nuys	16,369	17,423	(1,054)	-6.0%	196,331	218,612	(22,281)	-10.2%
Centennial	23,184	19,477	3,707	19.0%	290,124	287,583	2,541	0.9%
<b>Local OPS</b>								
DuPAGE	2,417	1,688	729	43.2%	27,636	25,503	2,133	8.4%
Palwaukee	1,465	1,224	241	19.7%	18,536	17,735	801	4.5%
Aurora	2,323	1,556	767	49.3%	29,186	27,929	1,257	4.5%
Waukegan	1,660	1,046	614	58.7%	15,754	16,332	(578)	-3.5%
State of Illinois	26,976	22,338	4,638	20.8%	299,574	290,443	9,131	3.1%
Teterboro	0	0	0		0	15	(15)	
Van Nuys	5,381	5,465	(84)	-1.5%	63,594	73,869	(10,275)	-13.9%
Centennial	10,610	8,615	1,995	23.2%	139,786	122,102	17,684	14.5%
<b>Itinerant OPS</b>								
DuPAGE	3,799	3,091	708	22.9%	44,519	41,859	2,660	6.4%
Palwaukee	4,305	3,994	311	7.8%	52,366	53,494	(1,128)	-2.1%
Aurora	2,307	1,691	616	36.4%	29,878	28,036	1,842	6.6%
Waukegan	2,021	1,575	446	28.3%	21,855	21,793	62	0.3%
State of Illinois	123,655	121,943	1,712	1.4%	1,434,303	1,435,020	(717)	0.0%
Teterboro	15,582	14,384	1,198	8.3%	157,381	152,221	5,160	3.4%
Van Nuys	10,988	11,958	(970)	-8.1%	132,737	144,743	(12,006)	-8.3%
Centennial	12,574	10,862	1,712	15.8%	150,338	165,481	(15,143)	-9.2%

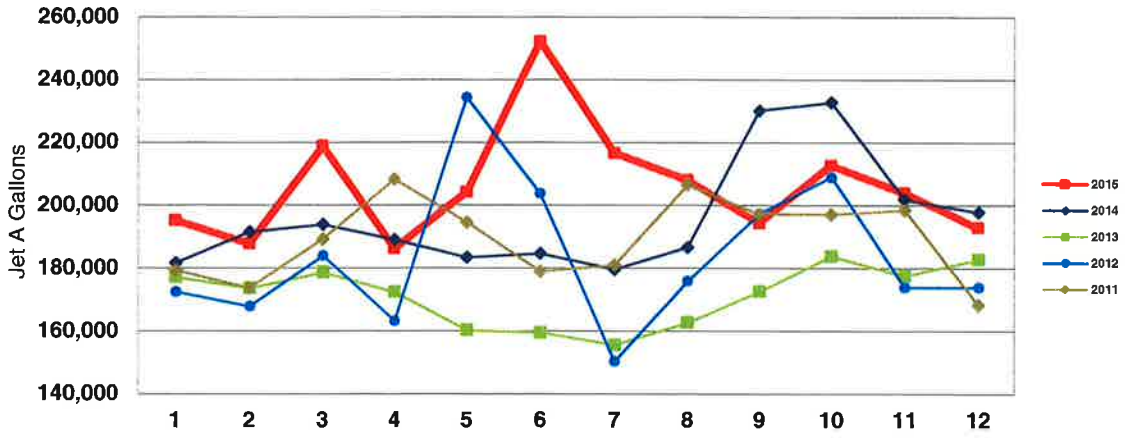


## MONTHLY STATISTICS

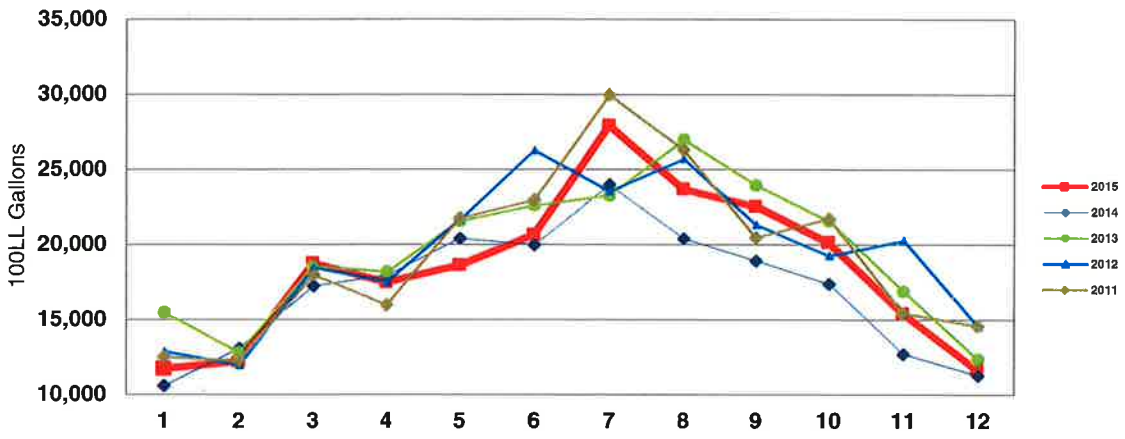
**December 2015**

	<u>Dec. '15</u>	<u>Dec. '14</u>	<u>'15 vs. '14</u>	<u>Dec. Percent Change</u>	<u>YTD 2015</u>	<u>YTD 2014</u>	<u>'15 vs. '14</u>	<u>Percent Change</u>
<b>FUEL</b>								
100LL	11,647	11,264	383	3.4%	220,655	203,754	16,901	8.3%
Jet A	192,934	197,867	(4,933)	-2.5%	2,472,500	2,353,181	119,319	5.1%
<b>Total Gallons</b>	<b>204,581</b>	<b>209,131</b>	<b>(4,550)</b>	<b>-2.2%</b>	<b>2,693,155</b>	<b>2,556,935</b>	<b>136,220</b>	<b>5.3%</b>

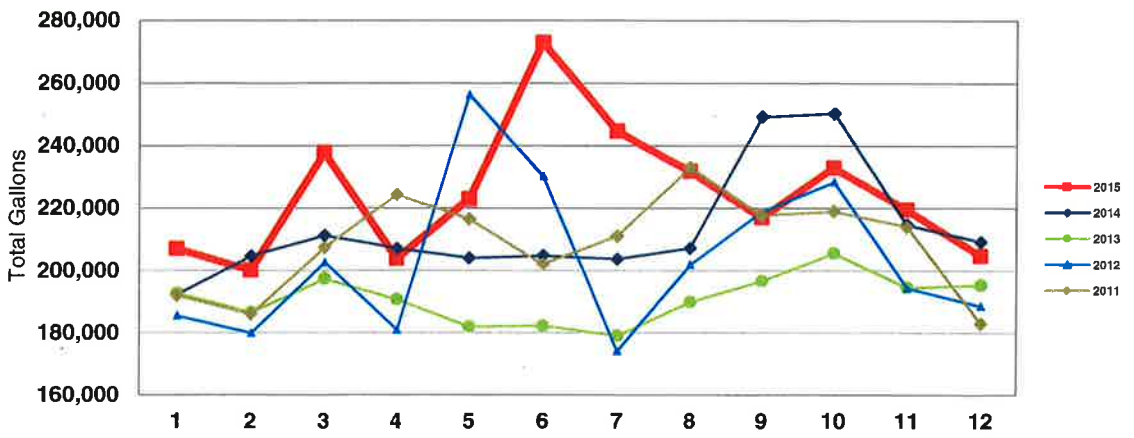
### Jet A by Month



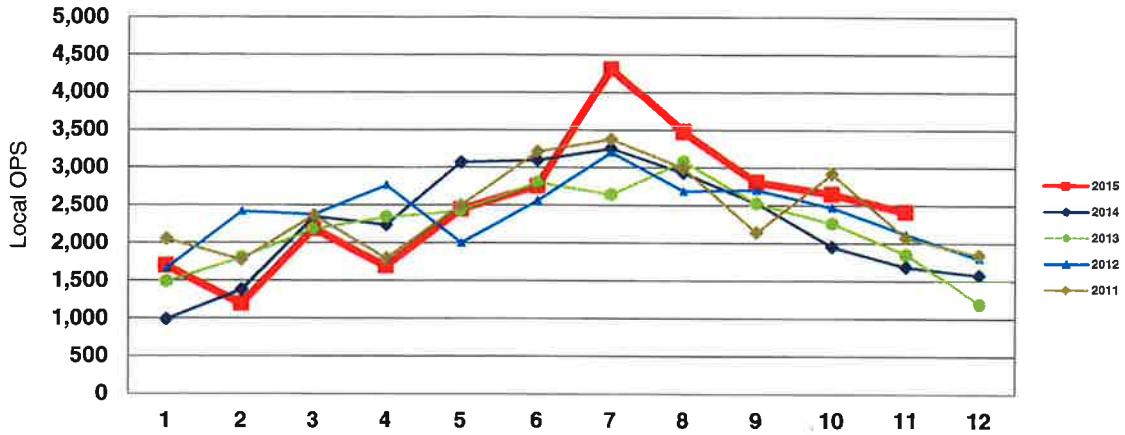
### 100LL by Month



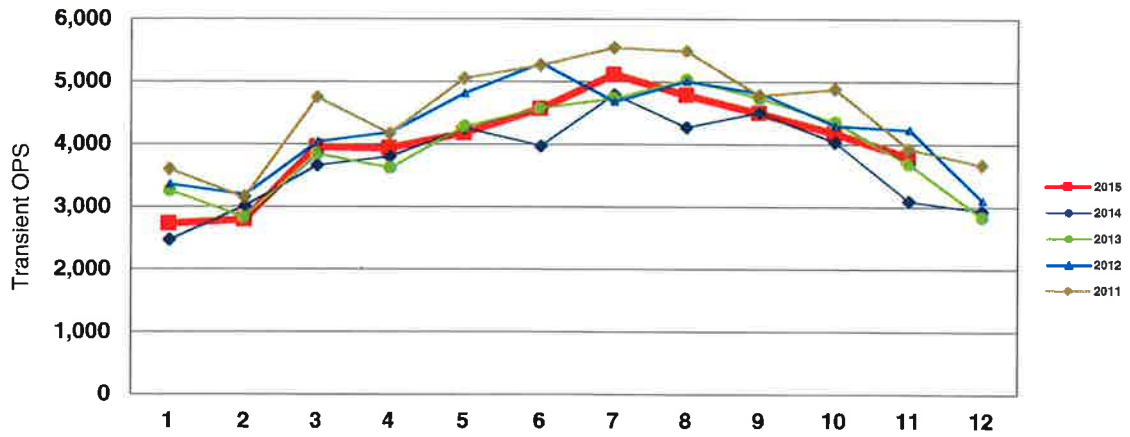
### Total Gallons by Month



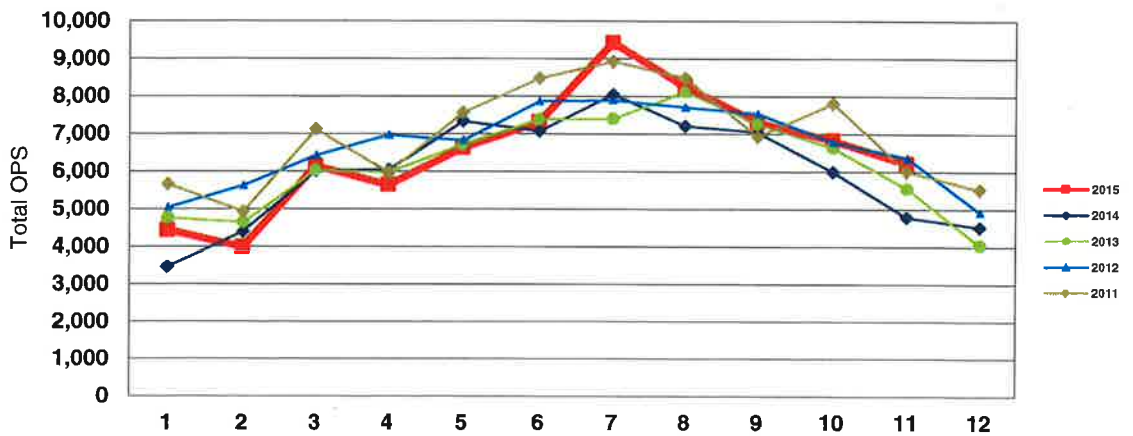
### Local OPS by Month



### Transient OPS by Month



### Total OPS by Month





# DUPAGE AIRPORT AUTHORITY

**12/31/2015**

**FINANCIALS  
PRE-AUDIT  
COMMISSIONERS**



**Board Summary**  
**DuPage Airport Authority**  
**YTD December 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>OPERATING REVENUES</b>			
Airport Operations	4,642,907	4,426,186	-5%
Flight Center Fuel Operations	12,140,373	11,005,565	-9%
Prairie Landing Golf Club	2,634,570	2,643,144	0%
<b>TOTAL OPERATING REVENUES</b>	<b>19,417,850</b>	<b>18,074,895</b>	<b>-7%</b>
<b>OPERATING EXPENSES</b>			
Airport Operations	6,558,794	6,203,802	-5%
Flight Center Fuel Operations	10,071,055	7,487,360	-26%
Prairie Landing Golf Club	2,531,623	2,428,890	-4%
<b>TOTAL OPERATING EXPENSES</b>	<b>19,161,472</b>	<b>16,120,052</b>	<b>-16%</b>
<b>Net Profit from Operations</b>	<b>256,378</b>	<b>1,954,843</b>	<b>662%</b>
<b>NON-OPERATING REVENUES</b>			
Miscellaneous Taxes	55,000	63,058	15%
Property Taxes/Abatements	5,981,000	6,044,405	1%
Federal & State Grants	0	614,826	0%
Investment Income	43,000	69,536	62%
Unrealized Gain/Loss from Investments	0	(17,810)	0%
Gain/(Loss) on Sale of Fixed Assets	30,000	1,437,655	4692%
<b>TOTAL NON-OPERATING REVENUES</b>	<b>6,109,000</b>	<b>8,211,671</b>	<b>34%</b>
<b>NON-OPERATING EXPENSES</b>			
Property Tax (DAA)	214,000	204,964	-4%
Property Tax (PLGC)	308,000	250,260	-19%
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>522,000</b>	<b>455,224</b>	<b>-13%</b>
<b>Net Profit from Non-Operations</b>	<b>5,587,000</b>	<b>7,756,446</b>	<b>39%</b>
<b>Net Profit Excluding Depreciation</b>	<b>5,843,378</b>	<b>9,711,290</b>	<b>66%</b>
<b>Total YTD Revenues</b>	<b>25,526,850</b>	<b>26,286,566</b>	<b>3%</b>
<b>Total YTD Expenditures</b>	<b>19,683,472</b>	<b>16,575,276</b>	<b>-16%</b>
<b>CAPITAL DEVELOPMENT PROGRAMS</b>	<b>18,054,749</b>	<b>2,969,203</b>	<b>-84%</b>
<b>MAJOR MAINTENANCE</b>	<b>311,250</b>	<b>132,454</b>	<b>-57%</b>
<b>FUTURE PROJECT EXPENSE</b>	<b>0</b>	<b>12,479</b>	<b>0%</b>
Adjustment for Non-Cash Activities	0	(1,019,479)	
<b>Cash Balance - Ending</b>	<b>4,000,209</b>	<b>22,100,505</b>	<b>452%</b>

**DUPAGE AIRPORT AUTHORITY**

**COMBINING BALANCE SHEET**

Month of December 2015

ASSETS	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
<b>Current Assets</b>				
Cash & Cash Equivalents	13,968,119	8,249,812	(117,426)	22,100,505
Receivables				
Property Taxes	5,997,289	-	-	5,997,289
Interest	37,936	-	-	37,936
Accounts Receivable	48,144	251,365	192	299,701
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	568,946	58,004	6,450	633,400
Vehicle Fuel Inventory	23,168	-	-	23,168
Inventories	-	110,385	66,946	177,331
<b>Total Current Assets</b>	<b>21,811,056</b>	<b>8,669,566</b>	<b>(43,839)</b>	<b>30,436,782</b>
<b>Other Assets</b>				
<b>Total Other Assets</b>	-	-	-	-
<b>Capital Assets</b>				
Cost	324,378,893	894,015	2,416,616	327,689,525
Construction in Progress	904,732	-	-	904,732
	325,283,625	894,015	2,416,616	328,594,256
Accumulated Depreciation/Amortization	(175,095,041)	(753,107)	(2,295,769)	(178,143,916)
<b>Total Capital Assets</b>	<b>150,188,584</b>	<b>140,909</b>	<b>120,847</b>	<b>150,450,340</b>
<b>TOTAL ASSETS</b>	<b>171,999,640</b>	<b>8,810,474</b>	<b>77,008</b>	<b>180,887,122</b>

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

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
<b>LIABILITIES</b>				
<b>Current Liabilities</b>				
Accounts Payable	119,697	83,269	3,547	206,513
Accrued Liabilities	677,539	82,088	484,495	1,244,122
Due to/from DuPage Airport Authority	-	-	963,217	963,217
Deferred Income - Operations	1,863,315	71,281	-	1,934,596
Deferred Income Property Taxes	5,997,288	-	-	5,997,288
Deferred Income Land	80,000	-	-	80,000
Total Current Liabilities	8,737,839	236,638	1,451,258	10,425,736
<b>Long-Term Liabilities</b>				
Security Deposits	96,967	-	90,449	187,416
Total Long-Term Liabilities	96,967	-	90,449	187,416
<b>TOTAL LIABILITIES</b>	<b>8,834,806</b>	<b>236,638</b>	<b>1,541,707</b>	<b>10,613,151</b>
<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	(4,166,833)	(18,642)	(86,727)	(4,272,203)
Net Investment in Capital Assets	150,188,584	140,909	120,847	150,450,340
Restricted for Future Capital Assets, January 1	2,685,777	-	-	2,685,777
Changes in Restricted for Future Capital Assets	1,575,760	-	-	1,575,760
Net Restricted for Future Capital Assets	4,261,537	-	-	4,261,537
Designated for Future Capital Assets, January 1	4,284,302	-	-	4,284,302
Changes in Designated for Future Capital Assets	3,583,009	-	-	3,583,009
Net Designated for Future Capital Assets	7,867,311	-	-	7,867,311
Unrestricted Assets, January 1	2,415,529	4,914,722	(1,490,680)	5,839,571
Changes in Unrestricted Assets	(991,936)	18,642	86,727	(886,566)
Net Income (Loss)	(576,192)	3,499,563	(181,593)	2,741,778
Intrafund Transfers - Transfer from Tech Park	-	-	-	-
Net Unrestricted Assets	847,401	8,432,928	(1,585,546)	7,694,782
<b>TOTAL NET ASSETS</b>	<b>163,164,834</b>	<b>8,573,836</b>	<b>(1,464,699)</b>	<b>170,273,971</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>171,999,640</b>	<b>8,810,474</b>	<b>77,008</b>	<b>180,887,122</b>

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

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
<b>Revenues</b>				
Field Operations	1,214,580	0	0	1,214,580
Building Operations	2,847,078	0	0	2,847,078
Flight Center Building	175,589	0	0	175,589
Administrative	188,939	0	0	188,939
Fuel and Oil Sales	0	10,618,479	0	10,618,479
De-ice, Lav Service, Preheats, APU, Tows	0	76,494	0	76,494
Overnight Fees - Transient	0	29,230	0	29,230
Hangar Rental	0	227,716	0	227,716
Golf Operations	0	0	1,580,478	1,580,478
Food and Beverage	0	45,013	288,437	333,450
Kitty Hawk Deli	0	0	29,523	29,523
Banquet	0	0	721,273	721,273
Miscellaneous	0	8,634	23,433	32,067
<b>Total Revenues</b>	<b>4,426,186</b>	<b>11,005,565</b>	<b>2,643,144</b>	<b>18,074,895</b>
<b>Cost of Sales</b>				
Field Operations	1,796,711	0	0	1,796,711
Building Operations	970,647	0	0	970,647
Flight Center Building	245,365	0	0	245,365
Shop Equipment	476,000	0	0	476,000
Fuel and Oil	0	5,503,376	0	5,503,376
Maintenance	0	200,476	0	200,476
Credit Card Expense	0	147,092	48,142	195,234
Golf Course Maintenance	0	0	732,646	732,646
Golf Operations	0	0	398,065	398,065
Food and Beverage	0	119,981	338,275	458,256
Kitty Hawk - Deli	0	0	29,523	29,523
Banquet	0	0	365,856	365,856
<b>Total Cost of Sales</b>	<b>3,488,724</b>	<b>5,970,926</b>	<b>1,912,506</b>	<b>11,372,156</b>
<b>Gross Profit/(Loss)</b>	<b>937,462</b>	<b>5,034,640</b>	<b>730,638</b>	<b>6,702,740</b>
<b>General and Administrative</b>				
Administration	2,128,409	1,482,108	516,384	4,126,901
Commissioners	100,553	0	0	100,553
Business Development & Marketing	165,128	34,326	0	199,454
Accounting	320,988	0	0	320,988
<b>Total General &amp; Administrative</b>	<b>2,715,078</b>	<b>1,516,434</b>	<b>516,384</b>	<b>4,747,896</b>
<b>Operating Income (Loss) Before Depreciation &amp; Principal Reductions</b>	<b>(1,777,616)</b>	<b>3,518,205</b>	<b>214,254</b>	<b>1,954,843</b>
<b>Non Operating Revenues (Expenses)</b>				
Taxes - Property	6,044,405	0	0	6,044,405
Taxes - Other	63,058	0	0	63,058
Taxes - Paid	(204,964)	0	(250,260)	(455,224)
Federal & State Grants	614,826	0	0	614,826
Investment Income	69,534	0	2	69,536
Unrealized Gain/Loss from Investments	(17,810)	0	0	(17,810)
Amortization (Expense)	0	0	0	0
Gain on Sale of Fixed Assets	1,437,830	0	(175)	1,437,655
Other Revenue (Expenses)	0	0	0	0
<b>Total Non Operating Revenues (Expenses)</b>	<b>8,006,879</b>	<b>0</b>	<b>(250,432)</b>	<b>7,756,446</b>
<b>Net Income (Loss) before adjustments</b>	<b>6,229,263</b>	<b>3,518,205</b>	<b>(36,178)</b>	<b>9,711,290</b>
Depreciation	6,721,026	18,642	84,910	6,824,579
Major Maintenance Expense	71,949	0	60,505	132,454
Future Project Expense	12,479	0	0	12,479
<b>Net Income</b>	<b>(576,192)</b>	<b>3,499,563</b>	<b>(181,593)</b>	<b>2,741,778</b>

**Total DuPage Airport Authority**  
STATEMENT OF REVENUES AND EXPENSES  
For the Month Ending 12/31/2015

	Month			YTD			YTD		
	2015		2014	2015		2014	2015		2014
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance
<b>REVENUES</b>									
Airport Operations	\$ 344,162	\$ 368,249	\$ (24,087)	\$ 4,426,186	\$ 4,642,907	\$ (216,721)	\$ 4,642,907	\$ 4,730,308	\$ (88,391)
Prairie Landing Golf Club	\$ 39,785	\$ 53,188	\$ (13,403)	\$ 2,643,144	\$ 2,634,570	\$ 8,574	\$ 2,634,570	\$ 2,470,509	\$ 164,061
DuPage Flight Center	\$ 740,060	\$ 940,248	\$ (200,188)	\$ 11,005,565	\$ 12,140,373	\$ (1,134,808)	\$ 12,140,373	\$ 12,784,439	\$ (644,066)
<b>Total Revenues</b>	<b>\$ 1,124,006</b>	<b>\$ 1,361,686</b>	<b>\$ (237,679)</b>	<b>\$ 18,074,895</b>	<b>\$ 19,417,850</b>	<b>\$ (1,342,954)</b>	<b>\$ 19,417,850</b>	<b>\$ 19,989,257</b>	<b>\$ (571,407)</b>
<b>COST OF SALES</b>									
Airport Operations	\$ 414,177	\$ 378,037	\$ 36,141	\$ 3,488,724	\$ 3,625,296	\$ (136,572)	\$ 3,625,296	\$ 3,552,102	\$ 73,194
Prairie Landing Golf Club	\$ 132,778	\$ 116,945	\$ 15,833	\$ 1,864,364	\$ 1,911,158	\$ (46,793)	\$ 1,911,158	\$ 1,765,582	\$ 145,576
DuPage Flight Center	\$ 396,901	\$ 657,619	\$ (260,718)	\$ 5,970,926	\$ 8,448,710	\$ (2,477,784)	\$ 8,448,710	\$ 8,659,204	\$ (208,494)
<b>Total Cost of Sales</b>	<b>\$ 943,856</b>	<b>\$ 1,152,601</b>	<b>\$ (208,745)</b>	<b>\$ 11,324,014</b>	<b>\$ 13,985,163</b>	<b>\$ (2,661,150)</b>	<b>\$ 13,985,163</b>	<b>\$ 13,976,888</b>	<b>\$ 108,275</b>
<b>Gross Profit/(Loss)</b>	<b>\$ 180,150</b>	<b>\$ 209,085</b>	<b>\$ (28,935)</b>	<b>\$ 6,750,882</b>	<b>\$ 5,432,686</b>	<b>\$ 1,318,195</b>	<b>\$ 5,432,686</b>	<b>\$ 6,012,369</b>	<b>\$ (581,683)</b>
<b>GENERAL AND ADMINISTRATIVE</b>									
Airport Operations	\$ 283,737	\$ 292,911	\$ (9,173)	\$ 2,715,078	\$ 2,933,498	\$ (218,420)	\$ 2,933,498	\$ 2,858,297	\$ 75,201
Prairie Landing Golf Club	\$ 24,042	\$ 55,958	\$ (31,916)	\$ 564,526	\$ 620,465	\$ (55,939)	\$ 620,465	\$ 610,421	\$ 10,044
DuPage Flight Center	\$ 170,695	\$ 178,237	\$ (7,542)	\$ 1,516,434	\$ 1,622,345	\$ (105,911)	\$ 1,622,345	\$ 1,490,799	\$ 131,546
<b>Total G&amp;A Costs</b>	<b>\$ 478,474</b>	<b>\$ 527,106</b>	<b>\$ (48,631)</b>	<b>\$ 4,796,038</b>	<b>\$ 5,176,308</b>	<b>\$ (380,270)</b>	<b>\$ 5,176,308</b>	<b>\$ 4,959,517</b>	<b>\$ (213,270)</b>
<b>Operating Income/(Loss)</b>	<b>\$ (298,324)</b>	<b>\$ (318,021)</b>	<b>\$ 19,697</b>	<b>\$ 1,954,843</b>	<b>\$ 256,378</b>	<b>\$ 1,698,465</b>	<b>\$ 256,378</b>	<b>\$ 1,052,852</b>	<b>\$ 901,992</b>
<b>NON-OPERATING REVENUES/(EXPENSES)</b>									
Property and Other Tax Revenue	\$ 69,285	\$ 76,000	\$ (6,715)	\$ 6,107,463	\$ 6,036,000	\$ 71,463	\$ 6,036,000	\$ 5,591,446	\$ 444,554
Property Tax Expenses	\$ (23,816)	\$ -	\$ (23,816)	\$ (455,224)	\$ (522,000)	\$ 66,776	\$ (522,000)	\$ (578,142)	\$ 56,142
Federal & State Grants	\$ -	\$ -	\$ -	\$ 614,826	\$ -	\$ 614,826	\$ -	\$ 225,883	\$ 388,943
Investment Income	\$ 6,513	\$ 1,500	\$ 5,013	\$ 69,534	\$ 43,000	\$ 26,534	\$ 43,000	\$ 141,457	\$ (98,457)
Unrealized Gain/Loss from Investments	\$ (12,492)	\$ -	\$ (12,492)	\$ (17,810)	\$ -	\$ (17,810)	\$ -	\$ 73,895	\$ (91,705)
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ 520	\$ 2,500	\$ (1,980)	\$ 1,437,655	\$ 30,000	\$ 1,407,655	\$ 30,000	\$ 54,953	\$ 1,352,702
<b>Total Non-Operating Revenues/(Expenses)</b>	<b>\$ 40,010</b>	<b>\$ 80,000</b>	<b>\$ (39,990)</b>	<b>\$ 7,756,444</b>	<b>\$ 5,587,000</b>	<b>\$ 2,169,444</b>	<b>\$ 5,587,000</b>	<b>\$ 5,509,493</b>	<b>\$ 2,246,952</b>
<b>Net Income/(Loss) before Depreciation</b>	<b>\$ (258,314)</b>	<b>\$ (238,021)</b>	<b>\$ (20,293)</b>	<b>\$ 9,711,288</b>	<b>\$ 5,843,378</b>	<b>\$ 3,867,909</b>	<b>\$ 5,843,378</b>	<b>\$ 6,562,344</b>	<b>\$ 3,148,943</b>
<b>Depreciation</b>	\$ 892,971	\$ 626,775	\$ 266,197	\$ 6,824,579	\$ 7,521,294	\$ (696,716)	\$ 7,521,294	\$ 7,553,236	\$ (728,657)
<b>Net Income/(Loss) after Depreciation</b>	<b>\$ (1,151,285)</b>	<b>\$ (864,795)</b>	<b>\$ (286,490)</b>	<b>\$ 2,886,709</b>	<b>\$ (1,677,916)</b>	<b>\$ 4,564,625</b>	<b>\$ (1,677,916)</b>	<b>\$ 900,108</b>	<b>\$ 3,877,600</b>
Major Maintenance	\$ 2,580	\$ 51,500	\$ (48,920)	\$ 132,454	\$ 311,250	\$ (178,796)	\$ 311,250	\$ 475,704	\$ (343,250)
Engineering Costs	\$ 7,817	\$ -	\$ 7,817	\$ 12,479	\$ -	\$ 12,479	\$ -	\$ -	\$ 12,479
<b>Net Income/(Loss)</b>	<b>\$ (1,161,683)</b>	<b>\$ (916,295)</b>	<b>\$ (245,387)</b>	<b>\$ 2,741,776</b>	<b>\$ (1,989,166)</b>	<b>\$ 4,730,942</b>	<b>\$ (1,989,166)</b>	<b>\$ 1,466,595</b>	<b>\$ 4,208,371</b>

**Airport and Administration**  
STATEMENT OF REVENUES AND EXPENSES  
For the Month Ending 12/31/2015

	Month			YTD			2015 Annual Budget			Month			YTD		
	Actual		Variance	Budget		Variance	2015		2014	Variance	2015		2014	Variance	
<b>REVENUES</b>															
Administrative	\$ 12,393	\$ 11,932	\$ 562	\$ 142,584	\$ 46,355	\$ 142,584	\$ 12,393	\$ 10,804	\$ 1,589	\$ 186,939	\$ 186,221	\$ 718	\$ 2,717		
Field Operations	\$ 80,705	\$ 96,439	\$ (15,734)	\$ 1,214,580	\$ 1,368,173	\$ (153,593)	\$ 80,705	\$ 97,865	\$ (17,160)	\$ 1,214,580	\$ 1,373,966	\$ (159,386)	\$ (159,385)		
Building Operations	\$ 233,264	\$ 245,444	\$ (12,180)	\$ 2,958,263	\$ (111,184)	\$ 2,958,263	\$ 233,264	\$ 264,315	\$ (31,051)	\$ 2,847,078	\$ 2,978,622	\$ (131,544)	\$ (131,544)		
Flight Center	\$ 17,800	\$ 14,534	\$ 3,265	\$ 173,887	\$ 1,702	\$ 173,887	\$ 17,800	\$ 16,828	\$ 971	\$ 175,589	\$ 195,499	\$ (19,910)	\$ (19,910)		
<b>Total Revenues</b>	<b>\$ 344,162</b>	<b>\$ 368,249</b>	<b>\$ (24,087)</b>	<b>\$ 4,426,186</b>	<b>\$ 4,642,907</b>	<b>\$ (216,721)</b>	<b>\$ 344,162</b>	<b>\$ 389,812</b>	<b>\$ (45,651)</b>	<b>\$ 4,426,186</b>	<b>\$ 4,734,308</b>	<b>\$ (308,122)</b>	<b>\$ (308,122)</b>		
<b>COST OF SALES</b>															
Field Operations	\$ 210,266	\$ 182,489	\$ 27,777	\$ 1,796,711	\$ 1,741,421	\$ 55,290	\$ 210,266	\$ 173,835	\$ 36,431	\$ 1,796,711	\$ 1,679,843	\$ 116,868	\$ 116,868		
Building Operations	\$ 122,799	\$ 121,330	\$ 1,469	\$ 970,647	\$ 1,142,514	\$ (171,867)	\$ 122,799	\$ 133,682	\$ (10,882)	\$ 970,647	\$ 1,150,610	\$ (179,963)	\$ (179,963)		
Flight Center	\$ 25,437	\$ 25,999	\$ (562)	\$ 245,365	\$ 284,484	\$ (39,119)	\$ 25,437	\$ 44,063	\$ (18,627)	\$ 245,365	\$ 273,429	\$ (28,063)	\$ (28,063)		
Shop Equip. Operations	\$ 55,675	\$ 48,219	\$ 7,456	\$ 476,000	\$ 456,877	\$ 19,123	\$ 55,675	\$ 61,450	\$ (5,774)	\$ 476,000	\$ 448,219	\$ 27,781	\$ 27,781		
<b>Total Cost of Sales</b>	<b>\$ 414,177</b>	<b>\$ 378,037</b>	<b>\$ 36,141</b>	<b>\$ 3,488,724</b>	<b>\$ 3,625,296</b>	<b>\$ (136,572)</b>	<b>\$ 414,177</b>	<b>\$ 413,029</b>	<b>\$ 1,148</b>	<b>\$ 3,488,724</b>	<b>\$ 3,552,102</b>	<b>\$ (63,378)</b>	<b>\$ (63,378)</b>		
<b>Gross Profit/(Loss)</b>	<b>\$ (70,015)</b>	<b>\$ (9,788)</b>	<b>\$ (60,228)</b>	<b>\$ 937,462</b>	<b>\$ 1,017,611</b>	<b>\$ (80,149)</b>	<b>\$ (70,015)</b>	<b>\$ (23,217)</b>	<b>\$ (46,798)</b>	<b>\$ 937,462</b>	<b>\$ 1,182,206</b>	<b>\$ (244,744)</b>	<b>\$ (244,744)</b>		
<b>GENERAL AND ADMINISTRATIVE</b>															
Administrative	\$ 234,266	\$ 227,363	\$ 6,902	\$ 2,299,514	\$ (171,105)	\$ 2,299,514	\$ 234,266	\$ 185,624	\$ 48,641	\$ 2,128,409	\$ 2,320,019	\$ (191,610)	\$ (191,610)		
Commissioners	\$ 8,666	\$ 8,665	\$ 0	\$ 103,985	\$ (3,432)	\$ 103,985	\$ 8,666	\$ 8,638	\$ 27	\$ 100,553	\$ 94,181	\$ 6,373	\$ 6,373		
Business Dev./Marketing	\$ 6,752	\$ 19,294	\$ (12,542)	\$ 165,128	\$ 202,011	\$ (36,884)	\$ 6,752	\$ 11,544	\$ (4,792)	\$ 165,128	\$ 139,228	\$ 25,899	\$ 25,899		
Accounting	\$ 34,054	\$ 37,388	\$ (3,334)	\$ 320,988	\$ 327,988	\$ (7,000)	\$ 34,054	\$ 30,656	\$ 3,398	\$ 320,988	\$ 304,869	\$ 16,119	\$ 16,119		
<b>Total G&amp;A Costs</b>	<b>\$ 283,737</b>	<b>\$ 292,911</b>	<b>\$ (9,173)</b>	<b>\$ 2,715,078</b>	<b>\$ 2,933,498</b>	<b>\$ (218,420)</b>	<b>\$ 283,737</b>	<b>\$ 236,463</b>	<b>\$ 47,275</b>	<b>\$ 2,715,078</b>	<b>\$ 2,858,297</b>	<b>\$ (143,219)</b>	<b>\$ (143,219)</b>		
<b>Operating Income/(Loss)</b>	<b>\$ (353,753)</b>	<b>\$ (302,698)</b>	<b>\$ (51,055)</b>	<b>\$ (1,777,616)</b>	<b>\$ (1,915,887)</b>	<b>\$ 138,271</b>	<b>\$ (353,753)</b>	<b>\$ (259,680)</b>	<b>\$ (94,073)</b>	<b>\$ (1,777,616)</b>	<b>\$ (1,676,091)</b>	<b>\$ (101,525)</b>	<b>\$ (101,525)</b>		
<b>NON-OPERATING REVENUES/(EXPENSES)</b>															
Property and Other Tax Revenue	\$ 69,285	\$ 76,000	\$ (6,715)	\$ 6,107,463	\$ 6,036,000	\$ 71,463	\$ 69,285	\$ 68,371	\$ 914	\$ 6,107,463	\$ 5,591,446	\$ 516,017	\$ 516,017		
Property Tax Expenses	\$ -	\$ -	\$ -	\$ (204,964)	\$ (214,000)	\$ 9,036	\$ -	\$ (10,000)	\$ 10,000	\$ (204,964)	\$ (215,722)	\$ 10,757	\$ 10,757		
Federal & State Grants	\$ -	\$ -	\$ -	\$ 614,826	\$ -	\$ 614,826	\$ -	\$ -	\$ -	\$ 614,826	\$ 225,883	\$ 388,943	\$ 388,943		
Investment Income	\$ 6,513	\$ 1,500	\$ 5,013	\$ 69,534	\$ 43,000	\$ 26,534	\$ 6,513	\$ 6,739	\$ (226)	\$ 69,534	\$ 141,457	\$ (71,923)	\$ (71,923)		
Unrealized Gain/Loss from Investments	\$ (12,492)	\$ -	\$ (12,492)	\$ (17,810)	\$ -	\$ (17,810)	\$ (12,492)	\$ (13,427)	\$ 935	\$ (17,810)	\$ 73,895	\$ (91,705)	\$ (91,705)		
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Gain on Sale of Fixed Assets	\$ -	\$ 2,500	\$ (2,500)	\$ 1,437,830	\$ 30,000	\$ 1,407,830	\$ -	\$ 298	\$ (298)	\$ 1,437,830	\$ 39,761	\$ 1,398,069	\$ 1,398,069		
<b>Total Non-Operating Revenues/(Expenses)</b>	<b>\$ 63,306</b>	<b>\$ 80,000</b>	<b>\$ (16,694)</b>	<b>\$ 8,006,879</b>	<b>\$ 5,895,000</b>	<b>\$ 2,111,879</b>	<b>\$ 63,306</b>	<b>\$ 51,981</b>	<b>\$ 11,325</b>	<b>\$ 8,006,879</b>	<b>\$ 5,856,720</b>	<b>\$ 2,150,158</b>	<b>\$ 2,150,158</b>		
<b>Net Income/(Loss) before Depreciation</b>	<b>\$ (290,446)</b>	<b>\$ (222,698)</b>	<b>\$ (67,748)</b>	<b>\$ 6,229,263</b>	<b>\$ 3,979,113</b>	<b>\$ 2,250,150</b>	<b>\$ (290,446)</b>	<b>\$ (207,698)</b>	<b>\$ (82,748)</b>	<b>\$ 6,229,263</b>	<b>\$ 4,180,630</b>	<b>\$ 2,048,633</b>	<b>\$ 2,048,633</b>		
Depreciation	\$ 884,504	\$ 618,131	\$ 266,373	\$ 6,721,026	\$ 7,417,568	\$ (696,541)	\$ 884,504	\$ 757,811	\$ 126,693	\$ 6,721,026	\$ 7,410,717	\$ (689,691)	\$ (689,691)		
<b>Net Income/(Loss) after Depreciation</b>	<b>\$ (1,174,950)</b>	<b>\$ (840,829)</b>	<b>\$ (334,121)</b>	<b>\$ (491,764)</b>	<b>\$ (3,438,455)</b>	<b>\$ 2,946,692</b>	<b>\$ (1,174,950)</b>	<b>\$ (965,509)</b>	<b>\$ (209,441)</b>	<b>\$ (491,764)</b>	<b>\$ (3,230,087)</b>	<b>\$ 2,738,324</b>	<b>\$ 2,738,324</b>		
Major Maintenance	\$ -	\$ -	\$ -	\$ 71,949	\$ 188,100	\$ (116,151)	\$ -	\$ 11,196	\$ (11,196)	\$ 71,949	\$ 421,809	\$ (349,860)	\$ (349,860)		
Engineering Costs	\$ 7,817	\$ -	\$ 7,817	\$ 12,479	\$ -	\$ 12,479	\$ 7,817	\$ -	\$ 7,817	\$ 12,479	\$ -	\$ 12,479	\$ 12,479		
<b>Net Income/(Loss)</b>	<b>\$ (1,182,768)</b>	<b>\$ (840,829)</b>	<b>\$ (341,939)</b>	<b>\$ (576,192)</b>	<b>\$ (3,626,555)</b>	<b>\$ 3,050,363</b>	<b>\$ (1,182,768)</b>	<b>\$ (976,705)</b>	<b>\$ (206,062)</b>	<b>\$ (576,192)</b>	<b>\$ (3,651,896)</b>	<b>\$ 3,075,704</b>	<b>\$ 3,075,704</b>		

**DuPage Flight Center**  
STATEMENT OF REVENUES AND EXPENSES  
For the Month Ending 12/31/2015

	YTD			2015 Annual Budget			Month			YTD		
	Actual		Variance	Budget		Variance	2015		2014	Variance		
	Budget											
<b>REVENUES</b>												
Hanger Rentals	\$ 15,542	\$ 12,333	\$ 3,209	\$ 148,000	\$ 79,716	\$ 148,000	\$ 15,542	\$ 24,716	\$ (9,174)	\$ 227,716	\$ 201,691	\$ 26,025
Ramp Tie Downs & Overnight fees	\$ 1,585	\$ 2,093	\$ (498)	\$ 25,000	\$ 4,230	\$ 25,000	\$ 1,585	\$ 906	\$ 679	\$ 29,230	\$ 27,587	\$ 1,643
Fuel and Oil Sales	\$ 712,330	\$ 917,895	\$ (205,565)	\$ 11,872,132	\$ (1,253,653)	\$ 11,872,132	\$ 712,330	\$ 924,212	\$ (211,881)	\$ 10,618,479	\$ 12,495,337	\$ (1,876,858)
Volume Rebate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (36,168)	\$ 36,168	\$ -	\$ (36,168)	\$ 36,168
Line Service Other	\$ 8,468	\$ 4,042	\$ 4,426	\$ 48,500	\$ 27,994	\$ 48,500	\$ 8,468	\$ 3,623	\$ 4,845	\$ 76,494	\$ 50,433	\$ 26,061
Aircraft Catering	\$ 1,881	\$ 3,103	\$ (1,222)	\$ 37,241	\$ 7,772	\$ 37,241	\$ 1,881	\$ 527	\$ 1,354	\$ 45,013	\$ 35,991	\$ 9,022
Non Airfield Rent/Lease/Maintenance Revenue	\$ 253	\$ 792	\$ (538)	\$ 9,500	\$ (866)	\$ 9,500	\$ 253	\$ 592	\$ (338)	\$ 8,634	\$ 9,568	\$ (935)
<b>Total Revenue</b>	<b>\$ 740,060</b>	<b>\$ 940,248</b>	<b>\$ (200,189)</b>	<b>\$ 12,140,373</b>	<b>\$ (1,134,808)</b>	<b>\$ 12,140,373</b>	<b>\$ 740,060</b>	<b>\$ 916,407</b>	<b>\$ (178,347)</b>	<b>\$ 11,005,565</b>	<b>\$ 12,784,439</b>	<b>\$ (1,778,874)</b>
<b>COST OF SALES</b>												
Fuel and Oil Cost of Sales	\$ 334,741	\$ 616,534	\$ (281,793)	\$ 7,955,688	\$ (2,473,154)	\$ 7,955,688	\$ 334,741	\$ 513,256	\$ (178,515)	\$ 5,482,534	\$ 8,162,698	\$ (2,680,164)
De Ice Cost of Goods	\$ 19,775	\$ 2,083	\$ 17,691	\$ 25,000	\$ (4,158)	\$ 25,000	\$ 19,775	\$ 381	\$ 19,394	\$ 20,842	\$ 18,275	\$ 2,567
Credit Card Expense	\$ 10,033	\$ 13,833	\$ (3,801)	\$ 166,000	\$ (18,908)	\$ 166,000	\$ 10,033	\$ 13,277	\$ (3,245)	\$ 147,092	\$ 170,071	\$ (22,979)
Food - COGS	\$ 11,475	\$ 8,333	\$ 3,141	\$ 100,000	\$ 19,981	\$ 100,000	\$ 11,475	\$ 6,597	\$ 4,877	\$ 119,981	\$ 112,831	\$ 7,151
Maintenance	\$ 20,878	\$ 16,835	\$ 4,043	\$ 202,022	\$ (1,546)	\$ 202,022	\$ 20,878	\$ 18,508	\$ 2,369	\$ 200,476	\$ 195,329	\$ 5,147
<b>Total Cost of Sales</b>	<b>\$ 396,901</b>	<b>\$ 657,619</b>	<b>\$ (260,718)</b>	<b>\$ 8,448,710</b>	<b>\$ (2,477,784)</b>	<b>\$ 8,448,710</b>	<b>\$ 396,901</b>	<b>\$ 552,020</b>	<b>\$ (155,119)</b>	<b>\$ 5,970,926</b>	<b>\$ 8,659,204</b>	<b>\$ (2,688,278)</b>
<b>Gross Profit/(Loss)</b>	<b>\$ 343,159</b>	<b>\$ 282,629</b>	<b>\$ 60,530</b>	<b>\$ 3,691,663</b>	<b>\$ 1,342,976</b>	<b>\$ 3,691,663</b>	<b>\$ 343,159</b>	<b>\$ 366,387</b>	<b>\$ (23,228)</b>	<b>\$ 5,034,640</b>	<b>\$ 4,125,235</b>	<b>\$ 909,404</b>
<b>GENERAL AND ADMINISTRATIVE</b>												
Operating Income/(Loss)	\$ 170,695	\$ 178,237	\$ (7,542)	\$ 1,622,345	\$ (105,911)	\$ 1,622,345	\$ 170,695	\$ 150,563	\$ 20,132	\$ 1,516,434	\$ 1,490,799	\$ 25,635
Gain on Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (298)	\$ 298	\$ -	\$ -	\$ (10,954)
<b>Net Income/(Loss) before Depreciation</b>	<b>\$ 172,464</b>	<b>\$ 178,237</b>	<b>\$ (5,773)</b>	<b>\$ 1,622,345</b>	<b>\$ (105,911)</b>	<b>\$ 1,622,345</b>	<b>\$ 172,464</b>	<b>\$ 149,265</b>	<b>\$ 20,430</b>	<b>\$ 1,516,434</b>	<b>\$ 1,490,799</b>	<b>\$ 25,635</b>
Depreciation	\$ 1,553	\$ 1,554	\$ (1)	\$ 18,642	\$ -	\$ 18,642	\$ 1,553	\$ 1,553	\$ -	\$ 18,642	\$ 19,994	\$ (1,352)
Major Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,525)
<b>Net Income/(Loss)</b>	<b>\$ 170,911</b>	<b>\$ 176,683</b>	<b>\$ (5,772)</b>	<b>\$ 1,603,703</b>	<b>\$ (105,911)</b>	<b>\$ 1,603,703</b>	<b>\$ 170,911</b>	<b>\$ 147,712</b>	<b>\$ 20,430</b>	<b>\$ 1,497,792</b>	<b>\$ 1,470,805</b>	<b>\$ 26,987</b>

**Prairie Landing Golf Club**  
STATEMENT OF REVENUES AND EXPENSES  
For the Month Ending 12/31/2015

	Month			YTD		
	2015		2014	2015		2014
	Actual	Budget	Variance	Actual	Budget	Variance
<b>REVENUES</b>						
P100 - Golf Administration	\$ 59	\$ -	\$ 59	\$ 23,433	\$ 7,500	\$ 15,933
P300 - Golf Operations	\$ 6,630	\$ 3,500	\$ 3,130	\$ 1,580,478	\$ 1,580,000	\$ 478
P400 - Food and Beverage	\$ -	\$ -	\$ -	\$ 288,437	\$ 266,000	\$ 22,437
P500 - Weddings	\$ 10,094	\$ 12,000	\$ (1,906)	\$ 486,316	\$ 507,500	\$ (21,184)
P600 - Private Events	\$ 21,291	\$ 34,988	\$ (13,697)	\$ 109,714	\$ 133,667	\$ (23,953)
P700 - Golf Outings	\$ -	\$ -	\$ -	\$ 125,244	\$ 107,503	\$ 17,741
P900 - Kitty Hawk Café	\$ 1,711	\$ 2,700	\$ (989)	\$ 29,523	\$ 32,400	\$ (2,877)
<b>Total Revenue</b>	<b>\$ 39,785</b>	<b>\$ 53,188</b>	<b>\$ (13,403)</b>	<b>\$ 2,643,144</b>	<b>\$ 2,634,570</b>	<b>\$ 8,574</b>
<b>COST OF SALES</b>						
P200 - Golf Maintenance	\$ 47,556	\$ 47,630	\$ (74)	\$ 752,646	\$ 754,787	\$ (22,141)
P300 - Golf Operations	\$ 33,906	\$ 9,959	\$ 23,948	\$ 398,065	\$ 310,118	\$ 87,947
P400 - Food and Beverage	\$ 18,997	\$ 20,707	\$ (1,710)	\$ 338,275	\$ 367,615	\$ (29,340)
P500 - Weddings	\$ 25,587	\$ 25,462	\$ 125	\$ 308,034	\$ 372,813	\$ (64,779)
P600 - Private Events	\$ 5,020	\$ 10,487	\$ (5,467)	\$ 28,895	\$ 40,100	\$ (11,205)
P700 - Golf Outings	\$ -	\$ -	\$ -	\$ 28,927	\$ 33,325	\$ (4,398)
P900 - Kitty Hawk Café	\$ 1,711	\$ 2,700	\$ (989)	\$ 29,523	\$ 32,400	\$ (2,877)
<b>Total Cost of Sales</b>	<b>\$ 132,778</b>	<b>\$ 116,945</b>	<b>\$ 15,833</b>	<b>\$ 1,864,364</b>	<b>\$ 1,911,158</b>	<b>\$ (46,793)</b>
<b>Gross Profit/(Loss)</b>	<b>\$ (92,993)</b>	<b>\$ (63,757)</b>	<b>\$ (29,236)</b>	<b>\$ 778,780</b>	<b>\$ 723,412</b>	<b>\$ 55,367</b>
<b>GENERAL AND ADMINISTRATIVE</b>						
	\$ 24,042	\$ 55,958	\$ (31,916)	\$ 564,526	\$ 620,465	\$ (55,939)
<b>Operating Income/(Loss)</b>	<b>\$ (117,035)</b>	<b>\$ (119,715)</b>	<b>\$ 2,680</b>	<b>\$ 214,254</b>	<b>\$ 102,947</b>	<b>\$ 111,307</b>
<b>NON-OPERATING REVENUES/(EXPENSES)</b>						
Property Tax Expenses	\$ (23,816)	\$ -	\$ (23,816)	\$ (250,260)	\$ (308,000)	\$ 57,740
Investment Income	\$ 0	\$ -	\$ 0	\$ 2	\$ -	\$ 2
Gain on Sale of Fixed Assets	\$ 520	\$ -	\$ 520	\$ (175)	\$ -	\$ (175)
<b>Net Income/(Loss) before Depreciation</b>	<b>\$ (140,331)</b>	<b>\$ (119,715)</b>	<b>\$ (20,616)</b>	<b>\$ (36,178)</b>	<b>\$ (205,053)</b>	<b>\$ 168,874</b>
Depreciation	\$ 6,914	\$ 7,090	\$ (176)	\$ 84,910	\$ 85,085	\$ (174)
Major Maintenance	\$ 2,580	\$ 51,500	\$ (48,920)	\$ 60,505	\$ 123,150	\$ (62,645)
<b>Net Income/(Loss)</b>	<b>\$ (149,826)</b>	<b>\$ (178,306)</b>	<b>\$ 28,480</b>	<b>\$ (181,593)</b>	<b>\$ (413,287)</b>	<b>\$ 231,694</b>



## Accounts Receivable Aging Report Over 60 Days Past Due



Customer No.	Customer Name	Current @ 01/06/16	1 to 30 Days Overdue	31 to 60 Days Overdue	61 to 90 Days Overdue	91+ Days Overdue	Total	% of Total
A-TEA01	TRAVEL EXPRESS AVIATION	-	11,550.00	-	-	121,011.70	132,561.70	67.93%
A-CIP01	CIVIL AIR PATROL	-	4,161.16	4,161.16	4,161.16	12,483.48	24,966.96	12.79%
A-RSA01	RSH AVIATION, INC.	-	7,000.00	-	-	10,000.00	17,000.00	8.71%
A-SPD01	STATE POLICE DEPARTMENT	-	2,069.78	2,069.78	2,069.78	6,209.34	12,418.68	6.36%
A-REH01	RESOURCE HOLDINGS LLC	-	471.75	471.75	471.75	1,887.00	3,302.25	1.69%
A-GLL01	GLENWAY LEASING CORPORATION	-	474.00	474.00	474.00	1,422.00	2,844.00	1.46%
A-MAW02	WENDY MAURER-ROCK	-	444.00	444.00	444.00	552.00	1,884.00	0.97%
A-FSX01	FSX CHICAGO, LLC	-	-	-	-	166.50	166.50	0.09%
<b>Report Total:</b>		-	<b>26,170.69</b>	<b>7,620.69</b>	<b>7,620.69</b>	<b>153,732.02</b>	<b>195,144.09</b>	
<b>Percent of Total:</b>		<b>0.00%</b>	<b>13.41%</b>	<b>3.91%</b>	<b>3.91%</b>	<b>78.78%</b>	<b>100.00%</b>	


DuPage Airport Authority  
 Surplus Equipment Sales  
 YTD for the Month Ended 12/31/2015

Asset ID	Description	Department	In-Service Date	Disposal Date	Book Cost	Accum Depr	Net Book Value	Net Proceeds	Realized Gain/(Loss)
A003.0131	J DEERE 2755 4WD UTILITY TRACTOR (DPA #57)	A003	07/01/91	06/22/15	26,970.00	26,970.00	-	16,492.00	16,492.00
A004.0042	RYAN GREENSAIRE GA-24 TURF AERATOR	A004	04/19/94	03/02/15	7,114.40	7,114.40	-	225.00	225.00
A005.0035	1995 PICKUP (DPA #60)	A005	02/21/95	07/29/15	18,434.90	18,434.90	-	2,949.40	2,949.40
A005.0047	2003 One-ton Chevy Cargo Van (DPA #56)	A005	12/01/02	07/08/15	21,984.25	21,984.25	-	6,748.00	6,748.00
P002.0110	200 BANQUET CHAIRS	P002	06/06/00	02/19/15	12,357.40	12,357.40	-	629.60	629.60
P002.0126	1JACOBSEN LF3400 FAIRWAY MOWER	P002	03/11/02	02/20/15	26,107.00	26,107.00	-	499.10	499.10
<b>Grand Total</b>					<b>112,967.95</b>	<b>112,967.95</b>	<b>-</b>	<b>27,543.10</b>	<b>27,543.10</b>



# DUPAGE AIRPORT AUTHORITY

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

**FROM:** David Bird   
Executive Director

**RE:** Proposed Ordinance 2016-290; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year beginning January 1, 2016 and Ending December 31, 2016.

**DATE:** January 7, 2016

**SUMMARY:**

Pursuant to Illinois Statute, the Airport Authority is required to pass within the first quarter of their fiscal year, a Budget and Appropriations Ordinance. The Tentative Budget and Appropriations Ordinance was passed on November 11, 2015 and forwarded to DuPage County Board Chairman Cronin on December 1, 2015. As authorized by Illinois Statute, the County Board Chairman has thirty (30) days to review the Airport Authority Budget and Appropriations and has the right of line item veto. The Airport Authority has received no comments or questions from the County Board Chairman's office with regard to the 2016 Budget and Appropriations. A notice was published in the *Daily Herald* announcing the Public Hearing to be held on January 11, 2016, at 10:00 a.m. in the 1<sup>st</sup> Floor Conference Room of the DuPage Flight Center. The purpose of the Public Hearing is to provide an opportunity for public review and comment. The Airport Authority has met all of its statutory requirements for passage of the 2016 Budget and Appropriations.

**PREVIOUS COMMITTEE/BOARD ACTION:**

November 11, 2015 - the DuPage Airport Authority Board passed Ordinance 2015-287; Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year beginning January 1, 2016 and Ending December 31, 2016.

January 13, 2016 – the DuPage Airport Authority Board of Commissioners Finance Committee will review the 2016 Budget and Appropriations.

**REVENUE OR FUNDING IMPLICATIONS:**

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

**STAKEHOLDER PROCESS:**

No stakeholders have been identified at this time.

**LEGAL REVIEW:**

Legal review of this item is not necessary.

**ATTACHMENTS:**

Proposed Ordinance 2016-290; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2016 and Ending December 31, 2016.

**ALTERNATIVES:**

The Board can deny, modify or amend this issue.

**RECOMMENDATION:**

It is the recommendation of the Executive Director that the Board approve Proposed Ordinance 2016-290; Adopting the Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2016 and Ending December 31, 2016.

**BUDGET & APPROPRIATIONS ORDINANCE**  
**for the DUPAGE AIRPORT AUTHORITY**  
**for the FISCAL YEAR BEGINNING JANUARY 1, 2016**  
**and ENDING DECEMBER 31, 2016**

WHEREAS, The Board of Commissioners of the DuPage Airport Authority, an Illinois Special District, has adopted a fiscal year beginning January 1, 2016 and ending December 31, 2016, and has estimated the sums of money necessary to pay the costs of operating the DuPage Airport Authority and all other expenses and liabilities of the Authority for Fiscal Year 2016.

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

SECTION 1: For the fiscal year beginning January 1, 2016 and ending December 31, 2016 the following sums of money below are hereby budgeted and appropriated for the corporate purposes of the Corporate Fund of the DuPage Airport Authority:

<b>Estimated Beginning Cash Balance</b>	<b>\$ 22,095,529</b>
<b><u>OPERATING REVENUES</u></b>	
Airport Operations	\$ 4,114,948
Flight Center Fuel Operations	\$ 11,074,180
Prairie Landing Golf Course	\$ 2,565,491
<b>TOTAL OPERATING REVENUES</b>	<b><u>\$ 17,754,619</u></b>
<b><u>OPERATING EXPENSES</u></b>	
Airport Operations	\$ 6,592,233
Flight Center Fuel Operations	\$ 8,526,764
Prairie Landing Golf Course	\$ 2,385,438
<b>TOTAL OPERATING EXPENSES</b>	<b><u>\$ 17,504,435</u></b>
<b><u>NON OPERATING - DEBT SERVICE/CAPITAL/TAXES</u></b>	
<b>REVENUES</b>	
Miscellaneous Taxes	\$ 60,000
Property Taxes/Abatement	\$ 5,481,000
Federal & State Grants	\$ -
Interest Income	\$ 25,000
Unrealized Gain/Loss from Investments	\$ -
Gain of Sale from Fixed Assets	\$ 30,000
<b>TOTAL NON-OPERATING REVENUES</b>	<b><u>\$ 5,596,000</u></b>
<b>EXPENSES</b>	
Property Tax (DAA)	\$ 220,000
Property Tax (PLGC)	\$ 294,000
<b>TOTAL NON-OPERATING EXPENSES</b>	<b><u>\$ 514,000</u></b>
<b><u>CAPITAL DEVELOPMENT PROGRAM</u></b>	
AVIATION PROGRAMS / EQUIPMENT	\$ 20,226,898
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 468,050
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 1,765,455
<b>TOTAL CAPITAL DEVELOPMENT PROGRAM</b>	<b><u>\$ 22,460,403</u></b>
<b>TOTAL REVENUES</b>	<b>\$ 23,350,619</b>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 40,478,838</u></b>
<b>CASH BALANCE - ENDING</b>	<b><u>\$ 4,967,310</u></b>

SECTION 2: That the following budget and appropriations, containing an estimate of the receipts and expenditures for FISCAL YEAR 2016, be and are hereby adopted as the budget and appropriations of the Corporate Fund of the DuPage Airport Authority for said fiscal year:

**AIRPORT ADMINISTRATION / OPERATIONS**

<b>REVENUES</b>	
HANGAR RENTALS	\$ 2,152,903
COLLECTION, SERVICE, TOWING FEES	\$ 100
COMMISSIONS	\$ 32,170
CUSTOMS FEES	\$ 100,000
RAMP, TIE DOWN, OVERNIGHT FEES	\$ 145,450
NON AIRFIELD, RENT/LEASE REVENUE	\$ 1,654,325
MISCELLANEOUS	\$ 30,000
<b>TOTAL REVENUES</b>	<b>\$ 4,114,948</b>
<b>CASH ON HAND - BEGINNING</b>	<b>\$ 14,199,662</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 18,314,610</b>
<b>EXPENDITURES</b>	
<b>SALARIES</b>	
STAFF & COMMISSIONERS	\$ 2,279,449
<b>SALARIES TOTAL</b>	<b>\$ 2,279,449</b>
<b>BENEFITS</b>	
FICA	\$ 169,594
UNEMPLOYMENT INSURANCE	\$ 32,955
GROUP INSURANCE	\$ 345,720
UNIFORMS	\$ 8,700
IMRF	\$ 199,734
<b>BENEFITS TOTAL</b>	<b>\$ 756,703</b>
<b>GENERAL &amp; ADMINISTRATIVE</b>	
EDUCATION / TRAINING / TRAVEL	\$ 25,090
DUES & SUBSCRIPTIONS	\$ 21,543
COMPUTER AND SOFTWARE	\$ 62,500
COMMUNICATIONS	\$ 55,140
GENERAL OFFICE	\$ 11,250
MISCELLANEOUS	\$ 3,110
<b>GEN. &amp; ADMIN. TOTAL</b>	<b>\$ 178,634</b>
<b>OUTSIDE SERVICES</b>	
CONSULTING SERVICES	\$ 137,300
ACCOUNTING / AUDIT	\$ 45,000
CUSTOMS/CONTROL TOWER	\$ 637,000
MISC OUTSIDE SERVICES	\$ 256,486
LEGAL	\$ 220,000
SNOW REMOVAL/ICE CONTROL	\$ 40,000
ARFF	\$ 464,576
<b>OUTSIDE TOTAL</b>	<b>\$ 1,800,363</b>
<b>MAINTENANCE</b>	
EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 40,970
SUPPLIES/HANDTOOLS & SMALL EQUIPMENT	\$ 56,350
FUEL/OIL VEHICLES & EQUIPMENT	\$ 75,000
FIELD MAINTENANCE	\$ 182,011
BUILDING MAINTENANCE	\$ 165,000
MACHINE & EQUIPMENT	\$ 55,000
<b>MAINTENANCE TOTAL</b>	<b>\$ 574,332</b>
<b>INSURANCE</b>	<b>\$ 327,840</b>
<b>INSURANCE TOTAL</b>	<b>\$ 327,840</b>
<b>MARKETING / PUBLIC RELATIONS</b>	<b>\$ 129,712</b>
<b>MARKETING / PUBLIC RELATIONS TOTAL</b>	<b>\$ 129,712</b>
<b>UTILITIES</b>	
GARBAGE REMOVAL / JANITORIAL	\$ 13,000
GAS HEAT	\$ 193,900
ELECTRIC	\$ 307,000
WATER/SEWER	\$ 31,300
<b>TOTAL UTILITIES</b>	<b>\$ 545,200</b>
<b>TOTAL EXPENDITURES:</b>	
<b>AUTHORITY ADMINISTRATION &amp; OPERATIONS</b>	<b>\$ 6,692,233</b>
<b>CASH ON HAND ENDING</b>	<b>\$ 11,722,377</b>

**DUPAGE FLIGHT CENTER FUEL OPERATIONS****REVENUES**

FUEL & OIL SALES	\$ 10,761,480
SERVICES & CATERING	\$ 303,500
MISCELLANEOUS INCOME	\$ 9,200
<b>TOTAL REVENUES</b>	<b>\$ 11,074,180</b>

**CASH ON HAND - BEGINNING****\$ 7,885,854****TOTAL FUNDS AVAILABLE****\$ 18,960,034****EXPENDITURES****SALARIES**

STAFF	\$ 1,016,533
<b>SALARIES TOTAL</b>	<b>\$ 1,016,533</b>

**BENEFITS**

FICA	\$ 77,765
UNEMPLOYMENT INSURANCE	\$ 24,700
GROUP INSURANCE	\$ 163,932
UNIFORMS	\$ 14,900
IMRF	\$ 91,691
<b>BENEFITS TOTAL</b>	<b>\$ 372,988</b>

**COST OF SALES**

COST OF SALES - FUEL/OIL	\$ 6,344,760
COST OF SALES - DE-ICE	\$ 25,000
COST OF SALES - CATERING	\$ 132,000
<b>COST OF SALES TOTAL</b>	<b>\$ 6,501,760</b>

**GENERAL & ADMINISTRATIVE**

BUILDING RENT	\$ 48,000
EDUCATION / TRAINING / TRAVEL	\$ 8,200
DUES & SUBSCRIPTIONS	\$ 1,000
MISC OFFICE EXPENSE	\$ 36,500
SOFTWARE	\$ 20,000
COMMUNICATIONS	\$ 3,500
CREDIT CARD EXPENSE	\$ 150,000
MARKETING	\$ 36,000
<b>GEN. &amp; ADMIN. TOTAL</b>	<b>\$ 303,200</b>

**OUTSIDE SERVICES**

CONSULTING SERVICES/LEGAL	\$ 6,500
<b>OUTSIDE SERVICES TOTAL</b>	<b>\$ 6,500</b>

**MAINTENANCE / OPERATIONS**

EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 141,900
SUPPLIES	\$ 12,132
FUEL / OIL VEHICLES	\$ 24,000
MAINTENANCE EXPENSE	\$ 23,750
<b>MAINTENANCE TOTAL</b>	<b>\$ 201,782</b>

**INSURANCE**

	\$ 120,000
<b>INSURANCE TOTAL</b>	<b>\$ 120,000</b>

**UTILITIES**

ELECTRIC	\$ 4,000
<b>UTILITIES TOTAL</b>	<b>\$ 4,000</b>

**TOTAL EXPENDITURES:****FLIGHT CENTER FUEL OPERATIONS****\$ 8,526,764****CASH ON HAND ENDING****\$ 10,433,271**

**PRAIRIE LANDING GOLF COURSE**

**REVENUES**

**GOLF OPERATIONS**

GREENS FEES/CART RENTAL	\$ 1,218,700
ASSOCIATION MEMBERSHIPS	\$ 135,800
RENTALS	\$ 5,775
PRACTICE CENTER	\$ 124,150
PRO SHOP SALES	\$ 114,100
<b>TOTAL GOLF OPERATIONS</b>	<b>\$ 1,598,525</b>

**FOOD & BEVERAGE**

CLUBHOUSE	\$ 261,000
KITTY HAWK - DELI	\$ 26,400
BANQUET	\$ 676,066
<b>TOTAL FOOD &amp; BEVERAGE</b>	<b>\$ 963,466</b>

**MISCELLANEOUS INCOME**

	\$ 3,500
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$ 3,500</b>

**TOTAL REVENUES** **\$ 2,565,491**

**CASH ON HAND - BEGINNING**

**\$ 10,013**

**TOTAL FUNDS AVAILABLE**

**\$ 2,575,504**

**EXPENDITURES**

**SALARIES**

STAFF	\$ 1,122,141
<b>SALARIES TOTAL</b>	<b>\$ 1,122,141</b>

**BENEFITS**

FICA	\$ 85,843
UNEMPLOYMENT INSURANCE	\$ 52,501
GROUP INSURANCE	\$ 112,164
UNIFORMS	\$ 6,650
IMRF	\$ 81,703
<b>BENEFITS TOTAL</b>	<b>\$ 338,861</b>

**COST OF SALES**

COST OF SALES - GOLF	\$ 99,633
COST OF SALES - GRILL, EVENT, BANQUETS	\$ 244,001
COST OF SALES - KITTY HAWK	\$ 15,600
CREDIT CARD FEES	\$ 50,900
<b>COST OF SALES TOTAL</b>	<b>\$ 410,134</b>

**GENERAL & ADMINISTRATIVE**

EDUCATION / TRAINING / TRAVEL	\$ 1,200
DUES & SUBSCRIPTIONS	\$ 12,900
COMPUTER AND SOFTWARE	\$ 8,000
COMMUNICATIONS	\$ 14,420
TRANSFER COSTS TO FLIGHT CENTER	\$ (79,598)
MARKETING	\$ 52,000
<b>GEN. &amp; ADMIN. TOTAL</b>	<b>\$ 8,922</b>

**OUTSIDE SERVICES**

CONSULTING SERVICES / LEGAL	\$ 40,000
<b>OUTSIDE SERVICES TOTAL</b>	<b>\$ 40,000</b>

**MAINTENANCE / OPERATIONS**

COURSE MAINTENANCE	\$ 111,500
SUPPLIES	\$ 91,100
RENTAL EQUIPMENT	\$ 34,200
FUEL / OIL VEHICLES	\$ 21,000
BUILDING MAINTENANCE EXPENSE	\$ 55,500
<b>MAINTENANCE TOTAL</b>	<b>\$ 313,300</b>

**INSURANCE**

	\$ 71,800
<b>INSURANCE TOTAL</b>	<b>\$ 71,800</b>

**UTILITIES**

GARBAGE REMOVAL / JANITORIAL	\$ 4,980
GAS HEAT	\$ 15,500
ELECTRIC	\$ 51,300
WATER/SEWER	\$ 8,500
<b>UTILITIES TOTAL</b>	<b>\$ 80,280</b>

**TOTAL EXPENDITURES:**

**PRAIRIE LANDING GOLF COURSE** **\$ 2,385,438**

**CASH ON HAND ENDING**

**\$ 190,066**



**NON OPERATING - REVENUE / DEBT SERVICE / CAPITAL / TAXES**

MISCELLANEOUS TAXES	\$ 60,000
PROPERTY TAXES	\$ 5,481,000
FEDERAL & STATE GRANTS	\$ -
INTEREST INCOME	\$ 25,000
UNREALIZED GAIN/LOSS FROM INVESTMENTS	\$ -
GAIN OF SALE FROM FIXED ASSETS	\$ 30,000
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 5,596,000</b>

**CAPITAL DEVELOPMENT PROGRAM**

AVIATION PROGRAMS / EQUIPMENT	\$ 20,226,898
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 468,050
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 1,765,455
<b>TOTAL CAPITAL DEVELOPMENT</b>	<b>\$ 22,460,403</b>

**PROPERTY TAX**

PROPERTY TAX (DAA)	\$ 220,000
PROPERTY TAX (PLGC)	\$ 294,000
<b>TOTAL DEBT SERVICE</b>	<b>\$ 514,000</b>

**TOTAL REVENUES** \$ 23,350,619

**TOTAL EXPENDITURES** \$ 40,478,838

**CASH ON HAND ENDING** \$ 4,967,310

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

The amounts specified are the maximum estimated for probable expenditures or commitments prior to December 31, 2016, and there is included in the appropriated amounts, funds derived from other sources than local taxation, and which may be spent for the benefit of the authority without actually being received and expended by it.

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 13th day of January, 2016.

Record of Roll Call Vote:

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

\_\_\_\_\_  
Chairman

(seal)  
ATTEST:

\_\_\_\_\_  
Secretary



# **DUPAGE AIRPORT AUTHORITY**

**2016**

## **BUDGET & APPROPRIATIONS**

**DUPAGE AIRPORT AUTHORITY  
PAYROLL HEADCOUNT WORKSHEET  
FISCAL YEAR 2016 BUDGET**

DEPARTMENT	2015					2016				
	CURRENT		NEW/OPEN POSITIONS		TOTALS	CURRENT		NEW/OPEN POSITIONS		TOTALS
	FULL	PART TIME	FULL	PART TIME		FULL	PART TIME	FULL	PART TIME	
DAA COMMISSIONERS	9	0	0	0	9	9	0	0	0	9
DAA ADMINISTRATION										
ADMINISTRATION	8	0	0	0	8	7	0	0	0	7
P/R MARKETING	1	0	0	0	1	1	0	0	0	1
ACCOUNTING	3	0	0	0	3	3	0	0	0	3
<b>TOTAL ADMINISTRATION</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>
DAA OPERATIONS										
FIELD	10	0	0	0	10	10	0	0	0	10
BUILDINGS	5	0	0	0	5	4	0	0	0	4
EQUIPMENT	2	0	0	0	2	3	0	0	0	3
<b>TOTAL OPERATIONS</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17</b>
<b>TOTAL ADMIN &amp; OPERATIONS</b>	<b>29</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28</b>
FLIGHT CENTER-FUEL OPS										
LINE SERVICE	14	0	0	0	14	15	0	0	0	15
COUNTER	4	1	0	0	5	4	1	0	0	5
ACCOUNTING	1	0	0	0	1	1	0	0	0	1
<b>TOTAL-FUEL OPS</b>	<b>19</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>20</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>21</b>
PRAIRIE LANDING GOLF*										
FOOD,BEVERAGE,BANQUETS	7	15	0	0	22	7	15	0	0	22
ADMINISTRATION/ACCOUNTING	2	0	0	0	2	2	0	0	0	2
GOLF OPERATIONS	1	0	0	0	1	1	0	0	0	1
MAINTENANCE	4	0	0	0	4	4	0	0	0	4
<b>TOTAL PRAIRIE LANDING GOLF</b>	<b>14</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>29</b>	<b>14</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>29</b>
<b>FINAL ENDING TOTAL</b>	<b>62</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>78</b>	<b>62</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>78</b>

\*Does not include about 60 seasonal employees who work about the same number of hours each year.



# DUPAGE AIRPORT AUTHORITY

**Department A100 - Airport Administration**  
**Statement of Revenues and Expenses**

	ACTUAL		ANNUAL PLAN		FORECAST	
	2014	2015	2016	2015	2016 Plan	vs. 2016 Plan
3195 SASO Commissions	\$ 32,445	\$ 32,584	\$ 32,170	\$ 31,720	\$ 31,720	1%
3250 Customs Fee	\$ 101,850	\$ 80,000	\$ 100,000	\$ 100,000	\$ 100,000	0%
3299 Non Airfield Rent/Lease/Maintenance Revenue	\$ 4,878	\$ -	\$ -	\$ -	\$ -	0%
3910 Replacement Taxes	\$ 59,136	\$ 55,000	\$ 60,000	\$ 61,500	\$ 61,500	-2%
3930 Prior Years Property Taxes	\$ 5,034	\$ 5,000	\$ 5,000	\$ 8,300	\$ 8,300	-40%
3940 Property Taxes	\$ 5,527,276	\$ 5,976,000	\$ 5,476,000	\$ 5,920,000	\$ 5,920,000	-8%
3960 Federal/State Grants	\$ 225,883	\$ -	\$ -	\$ 541,434	\$ 541,434	-100%
3970 Investment Income	\$ 141,457	\$ 43,000	\$ 25,000	\$ 43,000	\$ 43,000	-42%
3972 Unrealized Gain/Loss from Investments	\$ 73,895	\$ -	\$ -	\$ -	\$ -	0%
3981 Gain on Sale of Fixed Assets	\$ 39,761	\$ 30,000	\$ 30,000	\$ 1,440,000	\$ 1,440,000	-98%
3990 Misc. Income	\$ 47,048	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	0%
<b>Total Revenue</b>	<b>\$ 6,258,663</b>	<b>\$ 6,251,584</b>	<b>\$ 5,758,170</b>	<b>\$ 8,175,954</b>	<b>\$ 8,175,954</b>	<b>-30%</b>
4300 Credit Card Expense	\$ 4	\$ -	\$ -	\$ -	\$ -	0%
5410 Equip Leases/Maint. Contracts	\$ 9,516	\$ 15,010	\$ 9,960	\$ 10,000	\$ 10,000	0%
5430 Supplies	\$ 12,660	\$ 16,050	\$ 15,650	\$ 10,000	\$ 10,000	57%
5440 DOT/Drug Testing/Background	\$ 1,062	\$ 1,300	\$ 1,610	\$ 1,200	\$ 1,200	34%
5999 Miscellaneous Expense	\$ 419	\$ 500	\$ 500	\$ 500	\$ 500	0%
6100 Salaries	\$ 822,651	\$ 797,394	\$ 742,839	\$ 730,000	\$ 730,000	2%
6110 Payroll Taxes	\$ 50,749	\$ 54,577	\$ 50,513	\$ 50,000	\$ 50,000	1%
6115 Unemployment taxes	\$ 9,114	\$ 9,880	\$ 8,645	\$ 7,000	\$ 7,000	24%
6120 Group Insurance	\$ 122,437	\$ 159,000	\$ 88,692	\$ 95,000	\$ 95,000	-7%
6160 IMRF	\$ 98,759	\$ 71,925	\$ 67,455	\$ 68,000	\$ 68,000	-1%
6200 Property Tax	\$ 112,823	\$ 110,000	\$ 113,000	\$ 108,000	\$ 108,000	5%
6300 Marketing/Advertising	\$ 833	\$ -	\$ -	\$ -	\$ -	0%
6320 Community/Customer Relations	\$ 1,869	\$ 3,000	\$ 2,500	\$ 3,000	\$ 3,000	-17%
6330 Travel	\$ 6,054	\$ 7,000	\$ 8,800	\$ 7,000	\$ 7,000	26%
6335 Education	\$ 317	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0%
6340 Dues Subscriptions Permits	\$ 14,871	\$ 16,048	\$ 17,293	\$ 15,000	\$ 15,000	15%
6350 Office Expense	\$ 2,607	\$ 4,300	\$ 5,000	\$ 5,000	\$ 5,000	0%
6356 Computer and Software	\$ 34,865	\$ 41,000	\$ 62,500	\$ 41,000	\$ 41,000	52%
6390 Communications	\$ 30,137	\$ 48,030	\$ 49,110	\$ 40,000	\$ 40,000	23%
6420 Bad Debt Expense	\$ (2,198)	\$ -	\$ -	\$ -	\$ -	0%
6430 Bank Charges	\$ 3,143	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%
6525 Consulting Services	\$ 84,299	\$ 132,500	\$ 135,500	\$ 120,000	\$ 120,000	13%
6527 Outside Services	\$ 52,829	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	0%
6529 DuPage Business Park Association Expense	\$ 119,781	\$ 75,000	\$ 107,486	\$ 90,000	\$ 90,000	19%
6531 U.S. Customs	\$ 162,389	\$ 150,000	\$ 160,000	\$ 170,000	\$ 170,000	-6%
6532 Air Traffic Control Tower	\$ 402,333	\$ 420,000	\$ 477,000	\$ 400,000	\$ 400,000	19%
6535 Legal	\$ 218,902	\$ 200,000	\$ 220,000	\$ 250,000	\$ 250,000	-12%
6770 Insurance	\$ 59,619	\$ 62,000	\$ 60,000	\$ 62,000	\$ 62,000	-3%
<b>Total Expense</b>	<b>\$ 2,432,842</b>	<b>\$ 2,409,514</b>	<b>\$ 2,419,054</b>	<b>\$ 2,297,700</b>	<b>\$ 2,297,700</b>	<b>5%</b>
<b>Net Income not including Depreciation or Major Maintenance</b>	<b>\$ 3,825,821</b>	<b>\$ 3,842,070</b>	<b>\$ 3,339,116</b>	<b>\$ 5,878,254</b>	<b>\$ 5,878,254</b>	<b>-43%</b>

**Department A200 - Field Maintenance**  
**Statement of Revenues and Expenses**

	ACTUAL		ANNUAL PLAN			FORECAST	
	2014		2015	2016	2015	vs. 2016 Plan	
				Percent Change			
3190	\$ 60	\$ 100	\$ 100	100	\$ 549	-82%	
3191	\$ 153,164	\$ 143,700	\$ 143,700	145,450	\$ 131,042	11%	
3299	\$ 1,220,742	\$ 1,224,373	\$ 1,224,373	995,584	\$ 1,080,892	-8%	
<b>Total Revenue</b>	<b>\$ 1,373,966</b>	<b>\$ 1,368,173</b>	<b>\$ 1,141,134</b>		<b>\$ 1,212,483</b>	<b>-6%</b>	
5205	\$ 109,527	\$ 180,194	\$ 182,011	182,011	\$ 180,194	1%	
5410	\$ -	\$ 2,010	\$ 2,010	2,010	\$ 2,010	0%	
5415	\$ 3,353	\$ 6,000	\$ 3,500	3,500	\$ 6,000	-42%	
5430	\$ 12,410	\$ 8,400	\$ 8,700	8,700	\$ 8,400	4%	
5433	\$ 26,963	\$ 20,000	\$ 40,000	40,000	\$ 20,000	100%	
5720	\$ 63,136	\$ 55,000	\$ 65,000	65,000	\$ 60,000	8%	
6100	\$ 696,197	\$ 664,831	\$ 669,139	669,139	\$ 685,416	-2%	
6110	\$ 50,269	\$ 50,860	\$ 52,719	52,719	\$ 50,385	5%	
6115	\$ 11,244	\$ 12,350	\$ 11,050	11,050	\$ 9,526	16%	
6120	\$ 115,600	\$ 141,400	\$ 122,388	122,388	\$ 113,693	8%	
6130	\$ 5,750	\$ 6,300	\$ 5,000	5,000	\$ 6,300	-21%	
6160	\$ 62,230	\$ 59,968	\$ 62,150	62,150	\$ 61,650	1%	
6330	\$ 61	\$ 50	\$ 1,530	1,530	\$ 2,603	-41%	
6335	\$ 752	\$ 760	\$ 2,260	2,260	\$ 1,519	49%	
6340	\$ 275	\$ 400	\$ 400	400	\$ 419	-5%	
6390	\$ 1,320	\$ 1,760	\$ 1,760	1,760	\$ 1,760	0%	
6525	\$ 1,800	\$ 3,240	\$ 1,800	1,800	\$ 3,240	-44%	
6527	\$ 77,364	\$ 30,000	\$ 40,000	40,000	\$ 30,000	33%	
6548	\$ 380,286	\$ 433,898	\$ 464,576	464,576	\$ 433,898	7%	
6770	\$ 61,305	\$ 64,000	\$ 67,000	67,000	\$ 60,000	12%	
<b>Total Expense</b>	<b>\$ 1,679,843</b>	<b>\$ 1,741,421</b>	<b>\$ 1,802,993</b>		<b>\$ 1,737,013</b>	<b>4%</b>	
<b>Net Income not including Depreciation or Major Maintenance</b>							
	\$ (305,877)	\$ (373,248)	\$ (661,859)		\$ (524,530)	-26%	

**Department A300 - Building Maintenance**  
**Statement of Revenues and Expenses**

	ACTUAL		ANNUAL PLAN			FORECAST	
	2014	2015	2016	2015	2016	2015	vs. 2016 Plan
3180	\$ 1,947,944	\$ 2,217,756	\$ 2,152,903	\$ -	\$ 2,130,064	\$ 2,130,064	1%
3190	\$ 150	\$ 200	\$ -	\$ -	\$ 168	\$ 168	-100%
3299	\$ 1,027,632	\$ 740,307	\$ 486,423	\$ -	\$ 741,743	\$ 741,743	-34%
3990	\$ 2,897	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Revenue</b>	<b>\$ 2,978,622</b>	<b>\$ 2,958,263</b>	<b>\$ 2,639,326</b>	<b>\$ -</b>	<b>\$ 2,871,976</b>	<b>\$ 2,871,976</b>	<b>-8%</b>
5205	\$ 144,956	\$ 146,000	\$ 125,000	\$ -	\$ 146,000	\$ 146,000	-14%
5206	\$ (4,952)	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5410	\$ 3,998	\$ 4,204	\$ 6,500	\$ -	\$ 4,204	\$ 4,204	55%
5415	\$ 7,989	\$ 8,400	\$ 8,000	\$ -	\$ 8,400	\$ 8,400	-5%
5416	\$ 9,356	\$ 16,968	\$ 12,000	\$ -	\$ 16,968	\$ 16,968	-29%
5430	\$ 13,482	\$ 11,550	\$ 10,000	\$ -	\$ 11,550	\$ 11,550	-13%
5710	\$ 156,778	\$ 154,500	\$ 140,000	\$ -	\$ 120,000	\$ 120,000	-9%
5720	\$ 124,399	\$ 115,000	\$ 124,000	\$ -	\$ 115,000	\$ 115,000	8%
5730	\$ 21,491	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	\$ 15,000	0%
6100	\$ 365,718	\$ 350,225	\$ 285,295	\$ -	\$ 270,000	\$ 270,000	-19%
6110	\$ 25,198	\$ 26,792	\$ 21,825	\$ -	\$ 20,250	\$ 20,250	-19%
6115	\$ 5,540	\$ 6,175	\$ 5,525	\$ -	\$ 4,425	\$ 4,425	-11%
6120	\$ 69,725	\$ 89,250	\$ 55,116	\$ -	\$ 52,000	\$ 52,000	-38%
6130	\$ 1,755	\$ 1,800	\$ 2,100	\$ -	\$ 1,800	\$ 1,800	17%
6160	\$ 32,998	\$ 31,590	\$ 25,734	\$ -	\$ 25,000	\$ 25,000	-19%
6335	\$ 102	\$ -	\$ -	\$ -	\$ -	\$ -	0%
6390	\$ 19,116	\$ 2,100	\$ 1,850	\$ -	\$ 2,100	\$ 2,100	-12%
6527	\$ 24,096	\$ 17,160	\$ 22,200	\$ -	\$ 17,160	\$ 17,160	29%
6770	\$ 128,867	\$ 145,800	\$ 154,000	\$ -	\$ 144,000	\$ 144,000	6%
<b>Total Expense</b>	<b>\$ 1,150,610</b>	<b>\$ 1,142,514</b>	<b>\$ 1,014,145</b>	<b>\$ -</b>	<b>\$ 973,857</b>	<b>\$ 973,857</b>	<b>-11%</b>
<b>Net Income not including Depreciation or Major Maintenance</b>							
	\$ 1,828,012	\$ 1,815,749	\$ 1,625,181	\$ -	\$ 1,898,119	\$ 1,898,119	-14%





**Department A500 - Shop & Equipment**  
**Statement of Revenues and Expenses**

	ACTUAL		ANNUAL PLAN		FORECAST	
	2014	2015	2016	2015	2016 Plan	vs. 2016 Plan
	\$	\$	\$	\$	\$	%
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Maintenance Expense	\$ 45,075	\$ 61,500	\$ 55,000	\$ 61,500	\$ 61,500	-11%
Equip Leases/Maint. Contracts	\$ 928	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0%
Fuel/Oil Vehicles Equipment	\$ 86,529	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	0%
Supplies	\$ 3,647	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	0%
Small Equipment	\$ 4,180	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0%
Utilities Natural Gas	\$ 17,783	\$ 16,900	\$ 16,900	\$ 16,900	\$ 12,000	41%
Utilities Electric	\$ 16,577	\$ 16,000	\$ 18,000	\$ 17,000	\$ 17,000	6%
Utilities Water/Sewer	\$ 3,110	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	0%
Salaries	\$ 169,184	\$ 163,073	\$ 217,604	\$ 206,000	\$ 206,000	6%
Payroll Taxes	\$ 12,121	\$ 12,475	\$ 16,647	\$ 16,285	\$ 16,285	2%
Unemployment taxes	\$ 2,216	\$ 2,470	\$ 3,315	\$ 2,307	\$ 2,307	44%
Group Insurance	\$ 31,477	\$ 40,750	\$ 42,720	\$ 38,600	\$ 38,600	11%
Uniforms	\$ 1,775	\$ 1,400	\$ 1,600	\$ 1,400	\$ 1,400	14%
IMRF	\$ 15,102	\$ 14,709	\$ 19,628	\$ 18,540	\$ 18,540	6%
Education	\$ 580	\$ -	\$ -	\$ -	\$ -	0%
Communications	\$ 840	\$ 4,000	\$ 2,000	\$ 4,000	\$ 4,000	-50%
Insurance	\$ 37,094	\$ 38,300	\$ 39,500	\$ 36,500	\$ 36,500	8%
<b>Total Expense</b>	\$ 448,219	\$ 456,877	\$ 518,214	\$ 499,432	\$ 499,432	4%
<b>Net Income not including Depreciation or Major Maintenance</b>	\$ (448,219)	\$ (456,877)	\$ (518,214)	\$ (499,432)	\$ (499,432)	-4%

**Department A600 - Commissioners**  
**Statement of Revenues and Expenses**

	ACTUAL		ANNUAL PLAN		FORECAST	
	2014	2015	2016	2015	2016	vs. 2016 Plan
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5430 Supplies	\$ 872	\$ 600	\$ 600	\$ 600	\$ 600	0%
6100 Salaries	\$ 80,833	\$ 90,000	\$ 90,000	\$ 90,000	\$ 86,667	4%
6110 Payroll Taxes	\$ 6,184	\$ 6,885	\$ 6,885	\$ 6,885	\$ 6,632	4%
6350 Office Expense	\$ 2,054	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	0%
6770 Insurance	\$ 4,237	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,247	6%
<b>Total Expense</b>	\$ 94,181	\$ 103,985	\$ 103,985	\$ 103,985	\$ 100,146	4%
<b>Net income not including Depreciation or Major Maintenance</b>	\$ (94,181)	\$ (103,985)	\$ (103,985)	\$ (103,985)	\$ (100,146)	-4%

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

	ACTUAL		ANNUAL PLAN		FORECAST	
	2014	2015	2015	2016	2015	vs. 2016 Plan
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5430 Supplies	(28)	1,000	\$ 1,000	\$ 1,000	\$ 500	100%
6100 Salaries	50,979	50,345	\$ 50,345	\$ 57,570	\$ 55,000	5%
6110 Payroll Taxes	3,900	3,851	\$ 3,851	\$ 4,404	\$ 4,474	-2%
6115 Unemployment taxes	1,108	1,235	\$ 1,235	\$ 1,105	\$ 808	37%
6160 IMRF	4,591	4,541	\$ 4,541	\$ 5,193	\$ 4,950	5%
6300 Marketing/Advertising	59,433	110,712	\$ 110,712	\$ 110,712	\$ 110,712	0%
6320 Community/Customer Relations	10,797	16,500	\$ 16,500	\$ 16,500	\$ 16,500	0%
6330 Travel	3,076	5,500	\$ 5,500	\$ 5,500	\$ 1,621	239%
6335 Education	32	-	\$ -	\$ -	\$ -	0%
6340 Dues Subscriptions Permits	4,018	3,327	\$ 3,327	\$ 3,850	\$ 3,327	16%
6350 Office Expense	326	4,000	\$ 4,000	\$ 4,000	\$ 1,000	300%
6390 Communications	420	420	\$ 420	\$ 420	\$ 420	0%
6770 Insurance	576	580	\$ 580	\$ 640	\$ 568	13%
<b>Total Expense</b>	\$ 139,228	\$ 202,011	\$ 202,011	\$ 210,894	\$ 199,880	6%
<b>Net Income not including Depreciation or Major Maintenance</b>	\$ (139,228)	\$ (202,011)	\$ (202,011)	\$ (210,894)	\$ (199,880)	-6%

**Department A800 - Accounting**  
**Statement of Revenues and Expenses**

	ACTUAL		ANNUAL PLAN		FORECAST	
	2014	2015	2016	Percent Change	2015	vs. 2016 Plan
<b>Total Revenue</b>	\$ -	\$ -	\$ -	0%	\$ -	0%
5430 Supplies	\$ 859	\$ 900	\$ 900	0%	\$ 900	0%
6100 Salaries	\$ 201,078	\$ 206,083	\$ 217,002	5%	\$ 197,500	10%
6110 Payroll Taxes	\$ 14,810	\$ 15,765	\$ 16,601	5%	\$ 14,685	13%
6115 Unemployment taxes	\$ 3,324	\$ 3,705	\$ 3,315	-11%	\$ 2,356	41%
6120 Group Insurance	\$ 25,552	\$ 29,446	\$ 36,804	25%	\$ 35,612	3%
6160 IMRF	\$ 17,991	\$ 18,589	\$ 19,574	5%	\$ 23,397	-16%
6330 Travel	\$ 61	\$ 100	\$ 500	400%	\$ -	0%
6335 Education	\$ 64	\$ 2,000	\$ 2,500	25%	\$ 500	400%
6350 Office Expense	\$ 214	\$ 400	\$ 250	-37%	\$ 400	-37%
6527 Outside Services	\$ 38,640	\$ 48,500	\$ 45,000	-7%	\$ 43,000	5%
6770 Insurance	\$ 2,277	\$ 2,500	\$ 2,200	-12%	\$ 2,268	-3%
<b>Total Expense</b>	\$ <b>304,869</b>	\$ <b>327,988</b>	\$ <b>344,646</b>	<b>5%</b>	\$ <b>320,618</b>	<b>7%</b>
<b>Net income not including Depreciation or Major Maintenance</b>	\$ <b>(304,869)</b>	\$ <b>(327,988)</b>	\$ <b>(344,646)</b>	<b>-5%</b>	\$ <b>(320,618)</b>	<b>-7%</b>

*CHICAGOLAND'S*

*DUPAGE FLIGHT CENTER* 

**Department F100 - Flight Center Operations**  
**Statement of Revenues and Expenses**

	ACTUAL		ANNUAL PLAN		FORECAST	
	2014	2015	2015	2016	2015	vs. 2016 Plan
3180	\$ 201,691	\$ 148,000	\$ 148,000	\$ 190,000	\$ 185,000	3%
3191	\$ 27,587	\$ 25,000	\$ 25,000	\$ 20,000	\$ 20,000	0%
3200	\$ 12,495,337	\$ 11,872,132	\$ 11,872,132	\$ 10,798,980	\$ 10,700,000	1%
3201	\$ (36,168)	\$ -	\$ -	\$ (37,500)	\$ (37,200)	-1%
3210	\$ 50,433	\$ 48,500	\$ 48,500	\$ 48,500	\$ 63,000	-23%
3215	\$ 35,991	\$ 37,241	\$ 37,241	\$ 45,000	\$ 50,000	-10%
3299	\$ 9,568	\$ 9,500	\$ 9,500	\$ 9,200	\$ 8,000	15%
3981	\$ 10,954	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Revenue</b>	<b>\$ 12,795,394</b>	<b>\$ 12,140,373</b>	<b>\$ 12,140,373</b>	<b>\$ 11,074,180</b>	<b>\$ 10,988,800</b>	<b>1%</b>
4200	\$ 8,162,698	\$ 7,955,688	\$ 7,955,688	\$ 6,344,760	\$ 5,800,000	9%
4220	\$ 18,275	\$ 25,000	\$ 25,000	\$ 25,000	\$ 15,000	67%
4300	\$ 170,071	\$ 166,000	\$ 166,000	\$ 150,000	\$ 150,000	0%
4305	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	0%
4315	\$ 112,831	\$ 100,000	\$ 100,000	\$ 132,000	\$ 131,832	0%
5205	\$ 25,392	\$ 23,750	\$ 23,750	\$ 23,750	\$ 23,750	0%
5420	\$ 33,080	\$ 34,786	\$ 34,786	\$ 24,000	\$ 24,000	0%
5430	\$ 10,210	\$ 12,132	\$ 12,132	\$ 12,132	\$ 12,132	0%
5436	\$ 119,879	\$ 125,104	\$ 125,104	\$ 141,900	\$ 135,000	5%
5440	\$ 224	\$ 500	\$ 500	\$ 500	\$ -	0%
5720	\$ 2,525	\$ 2,750	\$ 2,750	\$ 4,000	\$ 3,000	33%
5999	\$ 51	\$ -	\$ -	\$ -	\$ 11,784	-100%
6100	\$ 902,327	\$ 941,468	\$ 941,468	\$ 1,016,533	\$ 928,000	10%
6110	\$ 66,532	\$ 72,022	\$ 72,022	\$ 77,765	\$ 67,500	15%
6115	\$ 24,644	\$ 24,535	\$ 24,535	\$ 24,700	\$ 19,000	30%
6120	\$ 153,816	\$ 216,000	\$ 216,000	\$ 163,932	\$ 149,257	10%
6130	\$ 4,945	\$ 10,000	\$ 10,000	\$ 14,900	\$ 23,000	-35%
6160	\$ 81,041	\$ 84,920	\$ 84,920	\$ 91,691	\$ 84,000	9%
6300	\$ 32,445	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000	0%
6330	\$ 4,918	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700	0%
6335	\$ 525	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,000	50%
6340	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%
6350	\$ 35,124	\$ 35,000	\$ 35,000	\$ 36,000	\$ 38,000	-5%
6356	\$ 9,864	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	0%
6390	\$ 4,344	\$ 3,500	\$ 3,500	\$ 3,500	\$ 4,000	0%
6525	\$ 10,099	\$ 3,500	\$ 3,500	\$ 3,500	\$ 6,500	-12%
6527	\$ 4,020	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0%
6770	\$ 112,123	\$ 118,200	\$ 118,200	\$ 120,000	\$ 115,491	4%
<b>Total Expense</b>	<b>\$ 10,150,003</b>	<b>\$ 10,071,055</b>	<b>\$ 10,071,055</b>	<b>\$ 8,526,764</b>	<b>\$ 7,856,946</b>	<b>9%</b>
<b>Net Income not including Depreciation or Major Maintenance</b>						
	<b>\$ 2,645,391</b>	<b>\$ 2,069,318</b>	<b>\$ 2,069,318</b>	<b>\$ 2,547,417</b>	<b>\$ 3,131,854</b>	<b>-19%</b>





**Department P100 - Golf Administration**  
**Statement of Revenues and Expenses**

	ACTUAL 2014	ANNUAL PLAN		Percent Change	FORECAST	
		2015	2016		2015	vs. 2016 Plan
3970	\$ 2	\$ -	\$ -	0%	\$ -	0%
3981	\$ 4,238	\$ -	\$ -	0%	\$ (2,942)	100%
3990	\$ 15,993	\$ 7,500	\$ 3,500	-53%	\$ 23,609	-85%
	<b>Total Revenue</b>	<b>\$ 7,500</b>	<b>\$ 3,500</b>	<b>-53%</b>	<b>\$ 20,667</b>	<b>-83%</b>
4300	\$ 47,689	\$ 50,000	\$ 50,000	0%	\$ 49,302	1%
4400	\$ 6,552	\$ 6,000	\$ 6,000	0%	\$ 5,539	8%
5205	\$ 32,838	\$ 35,000	\$ 35,000	0%	\$ 35,034	0%
5415	\$ 1,893	\$ 2,100	\$ 2,100	0%	\$ 1,906	10%
5416	\$ 5,145	\$ 5,500	\$ -	-100%	\$ 5,511	-100%
5430	\$ 3,905	\$ 6,000	\$ 9,400	57%	\$ 3,291	186%
5437	\$ 1,648	\$ 1,600	\$ 1,000	-37%	\$ 854	17%
5440	\$ 5,577	\$ -	\$ 4,000	0%	\$ 4,276	-6%
5710	\$ 13,260	\$ 12,000	\$ 12,500	4%	\$ 12,811	-2%
5720	\$ 38,163	\$ 35,500	\$ 36,800	4%	\$ 35,757	3%
5730	\$ 4,630	\$ 6,000	\$ 6,000	0%	\$ 6,055	-1%
5999	\$ (261)	\$ -	\$ -	0%	\$ (119)	100%
6100	\$ 208,766	\$ 211,391	\$ 94,511	-55%	\$ 185,990	-49%
6110	\$ 15,632	\$ 16,171	\$ 7,234	-55%	\$ 14,046	-48%
6115	\$ 3,144	\$ 3,920	\$ 2,059	-47%	\$ 16,115	-87%
6120	\$ 15,572	\$ 18,600	\$ 10,368	-44%	\$ 22,728	-54%
6160	\$ 17,444	\$ 18,483	\$ 7,722	-58%	\$ 16,815	-54%
6200	\$ 362,420	\$ 308,000	\$ 294,000	-5%	\$ 250,260	17%
6300	\$ 34,046	\$ 60,000	\$ 52,000	-13%	\$ 50,841	2%
6320	\$ -	\$ -	\$ -	0%	\$ 36	-100%
6330	\$ 1,900	\$ -	\$ -	0%	\$ -	0%
6335	\$ 64	\$ 200	\$ 200	0%	\$ -	0%
6340	\$ 10,574	\$ 10,000	\$ 11,000	10%	\$ 10,619	4%
6350	\$ 3,499	\$ 2,700	\$ 2,700	0%	\$ 2,285	18%
6356	\$ 13,650	\$ 5,000	\$ 8,000	60%	\$ 4,522	77%
6390	\$ 15,561	\$ 10,500	\$ 10,500	0%	\$ 11,098	-5%
6527	\$ 18,854	\$ 25,000	\$ 20,000	-20%	\$ 16,495	21%
6535	\$ 24,188	\$ 10,500	\$ 10,500	0%	\$ 18,964	-45%
6770	\$ 66,489	\$ 68,300	\$ 71,800	5%	\$ 67,944	6%
	<b>Total Expense</b>	<b>\$ 928,465</b>	<b>\$ 765,394</b>	<b>-18%</b>	<b>\$ 848,975</b>	<b>-10%</b>

**Net Income not including Depreciation or Major Maintenance**

\$ (952,608)	\$ (920,965)	\$ (761,894)	17%	\$ (828,308)	8%
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**Department P200 - Golf Maintenance**  
**Statement of Revenues and Expenses**

	ACTUAL		ANNUAL PLAN		FORECAST	
	2014	2015	2016	2015	2016 Plan	vs. 2016 Plan
	\$	\$	\$	\$	\$	0%
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5205 Maintenance Expense	\$ 39,623	\$ 35,000	\$ 36,500	\$ 35,034	\$ 35,034	4%
5415 Garbage/Waste Removal	\$ 2,144	\$ 2,400	\$ 1,920	\$ 1,724	\$ 1,724	11%
5416 Janitorial Services	\$ -	\$ 750	\$ -	\$ -	\$ -	0%
5420 Fuel/Oil Vehicles Equipment	\$ 21,425	\$ 24,000	\$ 21,000	\$ 22,818	\$ 22,818	-8%
5430 Supplies	\$ 4,157	\$ 5,000	\$ 5,000	\$ 5,025	\$ 5,025	0%
5432 Landscape Supplies	\$ 6,804	\$ 4,000	\$ 8,000	\$ 3,913	\$ 3,913	104%
5434 Fertilizer/Pesticides	\$ 47,441	\$ 80,000	\$ 75,000	\$ 75,533	\$ 75,533	-1%
5436 Rental Equipment	\$ 1,175	\$ 3,000	\$ 3,000	\$ 3,120	\$ 3,120	-4%
5710 Utilities Natural Gas	\$ 2,978	\$ 3,500	\$ 3,000	\$ 2,924	\$ 2,924	3%
5720 Utilities Electric	\$ 11,756	\$ 11,000	\$ 11,500	\$ 11,448	\$ 11,448	0%
5730 Utilities Water/Sewer	\$ 2,801	\$ 2,500	\$ 2,500	\$ 2,430	\$ 2,430	3%
6100 Salaries	\$ 450,964	\$ 461,877	\$ 446,168	\$ 458,805	\$ 458,805	-3%
6110 Payroll Taxes	\$ 34,228	\$ 35,334	\$ 34,130	\$ 35,039	\$ 35,039	-3%
6115 Unemployment taxes	\$ 17,793	\$ 18,728	\$ 16,486	\$ 17,352	\$ 17,352	-5%
6120 Group Insurance	\$ 14,382	\$ 17,400	\$ 29,952	\$ 14,997	\$ 14,997	100%
6130 Uniforms	\$ 1,029	\$ 2,800	\$ 2,000	\$ 1,627	\$ 1,627	23%
6160 IMRF	\$ 35,688	\$ 36,598	\$ 35,489	\$ 37,180	\$ 37,180	-5%
6335 Education	\$ -	\$ 500	\$ -	\$ -	\$ -	0%
6340 Dues Subscriptions Permits	\$ 1,245	\$ 1,400	\$ 1,400	\$ 1,020	\$ 1,020	37%
6390 Communications	\$ 4,629	\$ 4,000	\$ 3,200	\$ 3,327	\$ 3,327	-4%
6525 Consulting Services	\$ 2,431	\$ 2,500	\$ 2,500	\$ 2,519	\$ 2,519	-1%
6527 Outside Services	\$ 962	\$ 2,500	\$ 1,000	\$ 775	\$ 775	29%
<b>Total Expense</b>	\$ 703,654	\$ 754,787	\$ 739,745	\$ 736,610	\$ 736,610	0%
<b>Net Income not including Depreciation or Major Maintenance</b>	\$ (703,654)	\$ (754,787)	\$ (739,745)	\$ (736,610)	\$ (736,610)	0%

**Department P300 - Golf Operations**  
**Statement of Revenues and Expenses**

	ACTUAL		ANNUAL PLAN		FORECAST	
	2014	2015	2016	Percent Change	2015	vs. 2016 Plan
3300 Greens Fees	\$ 842,956	\$ 934,300	\$ 861,050	-8%	\$ 810,089	6%
3310 Golf Cart Rentals	\$ 252,517	\$ 250,000	\$ 357,650	43%	\$ 330,713	8%
3320 Associate Memberships	\$ 170,197	\$ 153,000	\$ 135,800	-11%	\$ 129,494	5%
3330 Club Rentals	\$ 6,343	\$ 7,000	\$ 5,775	-18%	\$ 5,992	-4%
3340 Golf Academy	\$ 4,872	\$ 5,000	\$ 7,500	50%	\$ 7,540	-1%
3350 Practice Center	\$ 105,904	\$ 120,500	\$ 116,650	-3%	\$ 116,593	0%
3380 Golf Merchandise Sales	\$ 154,483	\$ 157,500	\$ 144,050	-9%	\$ 142,077	1%
3390 Awards Expense	\$ (4,463)	\$ -	\$ -	0%	\$ (1,278)	100%
3395 Discount Expense	\$ (67,983)	\$ (47,300)	\$ (29,950)	37%	\$ (30,732)	3%
<b>Total Revenue</b>	<b>\$ 1,464,826</b>	<b>\$ 1,580,000</b>	<b>\$ 1,598,525</b>	<b>1%</b>	<b>\$ 1,510,488</b>	<b>6%</b>
4330 Merchandise COGS	\$ 103,711	\$ 107,100	\$ 93,633	-13%	\$ 93,911	0%
5205 Maintenance Expense	\$ 10,658	\$ 11,500	\$ 12,000	4%	\$ 30,111	-60%
5430 Supplies	\$ 20,356	\$ 11,500	\$ 11,500	0%	\$ 11,467	0%
5999 Miscellaneous Expense	\$ (9)	\$ -	\$ -	0%	\$ -	0%
6100 Salaries	\$ 137,686	\$ 140,774	\$ 242,864	73%	\$ 155,717	56%
6110 Payroll Taxes	\$ 11,420	\$ 10,769	\$ 18,580	73%	\$ 11,840	57%
6115 Unemployment taxes	\$ 9,375	\$ 8,407	\$ 12,093	44%	\$ 8,861	36%
6120 Group Insurance	\$ 5,843	\$ 5,250	\$ 21,876	317%	\$ 6,626	230%
6130 Uniforms	\$ 2,359	\$ 2,000	\$ 2,000	0%	\$ 1,915	4%
6160 IMRF	\$ 6,212	\$ 7,618	\$ 14,852	95%	\$ 6,413	132%
6335 Education	\$ 32	\$ -	\$ -	0%	\$ -	0%
6527 Outside Services	\$ 5,880	\$ 5,200	\$ 6,000	15%	\$ 5,864	2%
<b>Total Expense</b>	<b>\$ 313,524</b>	<b>\$ 310,118</b>	<b>\$ 435,398</b>	<b>40%</b>	<b>\$ 332,725</b>	<b>31%</b>
<b>Net Income not including Depreciation or Major Maintenance</b>	<b>\$ 1,151,302</b>	<b>\$ 1,269,882</b>	<b>\$ 1,163,127</b>	<b>-8%</b>	<b>\$ 1,177,763</b>	<b>-1%</b>

**Department Food & Beverage - Combined**

Statement of Revenues and Expenses

	ACTUAL		ANNUAL PLAN		FORECAST	
	2014	2015	2016	Percent Change	2015	vs. 2016 Plan
3600	\$ 629,978	\$ 640,610	\$ 604,166	-6%	\$ 609,690	-1%
3610	\$ 268,941	\$ 286,560	\$ 272,900	-5%	\$ 281,387	-3%
3620	\$ 55,283	\$ 87,500	\$ 60,000	-31%	\$ 73,724	-19%
<b>Total Revenue</b>	<b>\$ 954,202</b>	<b>\$ 1,014,670</b>	<b>\$ 937,066</b>	<b>-8%</b>	<b>\$ 964,801</b>	<b>-3%</b>
4315	\$ 179,763	\$ 193,521	\$ 167,571	-13%	\$ 167,484	0%
4320	\$ 81,685	\$ 74,584	\$ 76,430	2%	\$ 83,471	-8%
5205	\$ 5,150	\$ 7,500	\$ 7,500	0%	\$ 9,196	-18%
5430	\$ 23,346	\$ 29,000	\$ 26,500	-9%	\$ 27,503	-4%
5435	\$ 1,934	\$ 6,000	\$ 5,000	-17%	\$ 5,575	-10%
5436	\$ 22,312	\$ 21,000	\$ 25,000	19%	\$ 36,855	-32%
5437	\$ 14,216	\$ 23,000	\$ 17,000	-26%	\$ 18,467	-8%
6100	\$ 299,387	\$ 347,592	\$ 294,021	-15%	\$ 300,866	-2%
6110	\$ 29,092	\$ 34,662	\$ 22,489	-35%	\$ 25,165	-11%
6115	\$ 19,966	\$ 26,393	\$ 19,425	-26%	\$ 19,794	-2%
6120	\$ 11,053	\$ 20,000	\$ 28,440	42%	\$ 36,347	-22%
6130	\$ 1,639	\$ 2,500	\$ 2,500	0%	\$ 1,132	121%
6160	\$ 23,614	\$ 26,101	\$ 19,625	-25%	\$ 22,347	-12%
6335	\$ -	\$ 2,000	\$ 1,000	-50%	\$ -	0%
<b>Total Expense</b>	<b>\$ 713,158</b>	<b>\$ 813,853</b>	<b>\$ 712,501</b>	<b>-12%</b>	<b>\$ 754,202</b>	<b>-6%</b>
<b>Net Income not including Depreciation or Major Maintenance</b>	<b>\$ 241,045</b>	<b>\$ 200,817</b>	<b>\$ 224,565</b>	<b>12%</b>	<b>\$ 210,599</b>	<b>7%</b>

**Department P900 - Kitty Hawk Café**  
**Statement of Revenues and Expenses**

	ACTUAL		ANNUAL PLAN		FORECAST	
	2014	2015	2016	Percent Change	2015	vs. 2016 Plan
3215 Aircraft Catering	\$ 3,264	\$ -	\$ -	0%	\$ -	0%
3600 Food Sales	\$ 29,980	\$ 30,000	\$ 24,000	-20%	\$ 24,993	-4%
3610 Beverage Sales	\$ 2,244	\$ 2,400	\$ 2,400	0%	\$ 2,988	-20%
<b>Total Revenue</b>	<b>\$ 35,488</b>	<b>\$ 32,400</b>	<b>\$ 26,400</b>	<b>-19%</b>	<b>\$ 27,981</b>	<b>-6%</b>
4300 Credit Card Expense	\$ 900	\$ 1,000	\$ 900	-10%	\$ 878	3%
4315 Food COGS	\$ 26,242	\$ 22,500	\$ 12,000	-47%	\$ 17,947	-33%
4320 Beverage COGS	\$ 4,802	\$ 3,600	\$ 3,600	0%	\$ 3,454	4%
5205 Maintenance Expense	\$ 350	\$ 1,000	\$ 1,000	0%	\$ 883	13%
5415 Garbage/Waste Removal	\$ 960	\$ 960	\$ 960	0%	\$ 960	0%
5430 Supplies	\$ 9,884	\$ 7,500	\$ 6,000	-20%	\$ 5,495	9%
5435 Small Equipment	\$ 1,725	\$ 1,200	\$ 1,200	0%	\$ 1,170	3%
5720 Utilities Electric	\$ 3,570	\$ 4,000	\$ 3,000	-25%	\$ 3,740	-20%
5999 Miscellaneous Expense	\$ (2)	\$ -	\$ -	0%	\$ 11	-100%
6100 Salaries	\$ 40,064	\$ 41,638	\$ 44,577	7%	\$ 41,633	7%
6110 Payroll Taxes	\$ 3,146	\$ 3,186	\$ 3,410	7%	\$ 3,230	6%
6115 Unemployment taxes	\$ 1,724	\$ 2,356	\$ 2,438	3%	\$ 2,061	18%
6120 Group Insurance	\$ 13,814	\$ 17,500	\$ 21,528	23%	\$ 24,082	-11%
6130 Uniforms	\$ 204	\$ -	\$ 150	0%	\$ -	0%
6160 IMRF	\$ 5,495	\$ 3,756	\$ 4,015	7%	\$ 4,851	-17%
6340 Dues Subscriptions Permits	\$ 463	\$ 500	\$ 500	0%	\$ 500	0%
6390 Communications	\$ -	\$ -	\$ 720	0%	\$ -	0%
6800 Kitty Hawk Loss Reimbursement	\$ (78,094)	\$ (78,296)	\$ (79,598)	-2%	\$ (82,914)	4%
<b>Total Expense</b>	<b>\$ 35,246</b>	<b>\$ 32,400</b>	<b>\$ 26,400</b>	<b>-19%</b>	<b>\$ 27,981</b>	<b>-6%</b>
<b>Net Income not including Depreciation or Major Maintenance</b>	<b>\$ 242</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>-100%</b>	<b>\$ -</b>	<b>0%</b>



# DUPAGE AIRPORT AUTHORITY

*CHICAGO LAND'S*

*DUPAGE FLIGHT CENTER*



## CAPITAL PROGRAM 2016

**DUPAGE AIRPORT AUTHORITY  
2016 CAPITAL & MAJOR MAINTENANCE PLAN**

**Capital Summary**

DAA	\$ 5,862,523
DFC	\$ 443,440
PLGC	\$ 268,050
<b>Total Capital</b>	<b>\$ 6,574,013</b>

**Major Maintenance Summary**

DAA	\$ 890,850
DFC	\$ -
PLGC	\$ 874,605
<b>Total Major Maintenance</b>	<b>\$ 1,765,455</b>

Capital Items Carried Over from Prior Year \$ 14,120,935

**TOTAL CAPITAL & MAJOR MAINTENANCE PLAN \$ 22,460,403**

**Capital Projects & Assets**

DAA	Field	Upgrade Airport Perimeter Security & Wildlife Fencing - Phase I	\$ 1,000,000	
DAA	Field	Construct W. & N. Perimeter Road	\$ 971,323	***
DAA	Equipment	ARFF Truck (Used)	\$ 600,000	
DAA	Field	Mill and Overlay International Drive	\$ 477,000	
DAA	Field	Southeast Drainage Ditch Improvements	\$ 466,300	
DAA	Field	Remove Runway Approach Obstructions	\$ 392,500	
DAA	Building	Replace Siding, Roof and Astragals on hangar E-17	\$ 285,775	
DAA	Field	Landside Signage Project	\$ 250,000	
DAA	Field	Farm Tile Drainage Repairs - Phase III	\$ 215,500	
DAA	Equipment	Wireless Mesh	\$ 230,000	
DAA	Field	Southwest Airfield Drainage Repairs	\$ 174,125	
DAA	Equipment	Access Control Upgrade	\$ 125,000	
DAA	Field	Fuel Farm Facility Hardening Phase II	\$ 122,000	
DAA	Equipment	Pickup trucks with plows (2)	\$ 60,000	
DAA	Field	Hangar Apron Concrete Panel Replacement @ 1955 Aviation Dr.	\$ 60,000	
DAA	Building	Replace 3 gate operators	\$ 50,000	
DAA	Equipment	Replace 1989 bucket truck our unit #68	\$ 50,000	
DAA	Building	Replace (2) 15 year old HVAC units at Gov. center	\$ 45,000	
DAA	Field	Airfield Vault & Lighting Upgrades	\$ 45,000	
DAA	Building	Maintenance Building Expansion - Design Phase	\$ 30,000	
DAA	Equipment	3-in-1 Snow plow for end loader	\$ 30,000	
DAA	Equipment	High roof cargo van and shelving	\$ 30,000	
DAA	Equipment	Replace 2000 Astro van used by admin.	\$ 28,000	
DAA	Equipment	Cameras	\$ 25,000	
DAA	Equipment	Replace 1991 Clark electric fork truck	\$ 20,000	
DAA	Equipment	Replace 1996 Upright TM12 lift used in flight center	\$ 15,000	
DAA	Equipment	Redundant server	\$ 10,000	
DAA	Equipment	Towable air blower	\$ 10,000	

Capital (continued)				
DFC	Building	Transient Hangar	\$	403,440
DFC	Equipment	Fuel POS for DFC	\$	15,000
PLGC	Equipment	Ground Transport Vehicles (4)	\$	39,600
PLGC	Equipment	Step Cut Reel Mower	\$	39,600
PLGC	Equipment	1-Ton Dumptruck with Plow	\$	35,000
PLGC	Building	Pro Shop A/C Unit	\$	31,250
PLGC	Equipment	Sharp Shooter Sprayer	\$	23,000
PLGC	Building	Kitchen Exhaust Fan and Makeup Air Unit	\$	22,600
PLGC	Equipment	Heavy Duty Truckster	\$	22,000
PLGC	Equipment	New Golf Cars (4)	\$	18,000
PLGC	Equipment	Turbine Blower (mounted)	\$	12,000
DAA	Contingency	Contingency - DAA	\$	45,000
DFC	Contingency	Contingency - DFC	\$	25,000
PLGC	Contingency	Contingency - PLGC	\$	25,000
<b>Total Capital</b>			<b>\$</b>	<b>6,574,013</b>

Major Maintenance Projects				
DAA	Building	Recaulk Flight Center and North Hightail Hangar	\$	432,750
DAA	Building	Refurbish/Replace Hangar Floor Coating	\$	188,100
DAA	Building	Exterior repairs to powis road hangar	\$	150,000
DAA	Building	Overhead doors at Maintenance	\$	35,000
DAA	Building	Exterior repairs of various buildings	\$	30,000
DAA	Building	Repair damaged panels and rusted roof penetrations in Muk Roof	\$	25,000
DAA	Building	Interior repairs of various buildings	\$	20,000
DAA	Building	High Efficiency lighting upgrades	\$	10,000
PLGC	Field	Golf Course Cart Path & Bridge Approach Repairs	\$	589,875
PLGC	Field	Drain Tile Repair Hole #4	\$	165,000
PLGC	Field	Irrigation Pump Repair	\$	55,000
PLGC	Building	Painting of Exterior of Clubhouse	\$	44,730
PLGC	Field	Road Repair - Grade Beams/Paver Leveling	\$	20,000
<b>Total Major Maintenance</b>			<b>\$</b>	<b>1,765,455</b>

Capital Items Carried Over from Prior Year				
DAA	Field	Land Acquisition (North of Rt. 64 / North Avenue)	\$	2,050,000
DAA	Field	Acquire Avigation Easements	\$	1,053,000 ***
DAA	Field	Construct W. & N. Perimeter Road	\$	845,500 ***
DAA	Field	Airfield Vault & Lighting Upgrades	\$	135,000
DAA	Building	ATCT 911 - DuComm Emergency Communication Upgrades	\$	70,875
DFC	Building	Transient Hangar	\$	9,766,560
PLGC	Field	Prairie Landing Front Entrance Signage	\$	200,000
<b>Total Carry-over</b>			<b>\$</b>	<b>14,120,935</b>

\*\*\*Project to include Grant Funding



# 2016 Capital Program

## DuPage Airport Authority - Field Projects

<b>Land Acquisition (North of Rt. 64/North Avenue)</b>	<b>\$2,050,000</b>
Acquisition of approximately 114 acres of vacant land north of North Avenue to protect the airport from incompatible development. This land is adjacent to Airport Authority-owned property and is located west of the intersection of Powis Road and Smith Road.	
<b>Construct North and West Perimeter Roads (<i>Grant Funding TBD</i>)</b>	<b>\$1,816,823</b>
Construct North and West Perimeter Roads for the use of Airport Fuel and Maintenance Vehicles. This project will allow the Airport to separate the movement of service vehicles, un-licensed fuel trucks and/or slow moving maintenance vehicles from the vehicular traffic on the Airport's roadway system.	
<b>Acquire Avigation Easement (<i>Grant Funding TBD</i>)</b>	<b>\$1,053,000</b>
The Airport needs to purchase easements over surrounding property that we don't presently own in order to protect its approaches by regulating the height of obstructions around the airport.	
<b>Upgrade Airport Perimeter Security &amp; Wildlife Fencing - Phase I</b>	<b>\$1,000,000</b>
Increase fence height to 8' and install below-grade wildlife fence on South and East airfield fence.	
<b>Mill &amp; Overlay International Drive</b>	<b>\$477,000</b>
Mill and overlay International Drive, connectors, crescent lots, west/south portions of Powis Access Road. Crack filling and sealing.	
<b>Southeast Drainage Ditch Improvements</b>	<b>\$466,300</b>
Clearing and removal of vegetation obstructions in southeast drainage ditch.	
<b>Remove Runway Approach Obstructions</b>	<b>\$392,500</b>
Demo Part 77 runway approach obstructions.	
<b>Landside Signage Project</b>	<b>\$250,000</b>
This project is for the study, design and construction of a unified way-finding signage plan for the entire airport. Directional signage has been added over the years as areas have changed and/or developed. We now require a review of current and future needs, a unified design, and plans and specifications to implement the plan.	
<b>Farm Tile Drainage Repairs – Phase II</b>	<b>\$215,500</b>
The Airport currently rents out about 250 acres of land on the airfield and north of North Avenue. The existing farm tiles were installed more than 50 years ago and have failed in multiple places. The failed tiles are causing areas to become too wet to farm so they are turning into wetlands and are a wildlife attraction.	

<b>Airfield Vault &amp; Lighting Upgrades</b>	<b>\$180,000</b>
Remove and replace (17) airfield lighting regulators.	
<b>Southwest Airfield Drainage Repairs</b>	<b>\$174,125</b>
Southwest airfield farm parcel drainage repairs. Install new pipeline to Prairie Landing.	
<b>Fuel Farm Facility Hardening Phase II</b>	<b>\$122,000</b>
Add security reinforcements to fuel farm.	
<b>Hangar Apron Concrete Panel Replacement @ 1955 Aviation Dr.</b>	<b>\$60,000</b>
Replace concrete panels at apron at 1955 Aviation Dr. hangar.	

**DuPage Airport Authority - Building Projects**

<b>Replace Siding, Roof and Astragals on hangar E-17</b>	<b>\$285,775</b>
Update exterior of building built in early 1980s.	
<b>ATCT 911 - DuComm Emergency Communication Upgrades</b>	<b>\$70,875</b>
Procure and install microwave equipment for emergency 911 communication between ATCT and DuComm.	
<b>Replace 3 gate operators</b>	<b>\$50,000</b>
Replace 3 of the oldest gate operators.	
<b>Replace (2) 15-year-old HVAC units at Government Center</b>	<b>\$45,000</b>
Units are 15 years old and are requiring high levels of maintenance to keep running.	
<b>Maintenance Building Expansion - Design Phase</b>	<b>\$30,000</b>
Design costs for the maintenance building expansion.	

**DuPage Airport Authority – Equipment and Other**

<b>ARFF Truck (Used)</b>	<b>\$600,000</b>
Replace 1992 500-gallon ARFF truck with a 1500-gallon ARFF truck.	
<b>Wireless Mesh</b>	<b>\$230,000</b>
Update Aruba wireless mesh equipment to better stabilize the system and enhance scalability.	
<b>Access Control Upgrades</b>	<b>\$125,000</b>
Provide both hardware and software revisions/upgrades for Access Control System.	

<b>Pickup trucks with plows (2)</b>	<b>\$60,000</b>
Replace (2) 2003 pickups with plows used in field maintenance (units #39 & #43).	
<b>Replace 1989 bucket truck</b>	<b>\$50,000</b>
Truck was purchased used in 2002 (unit #68). It could be replaced with a newer used unit.	
<b>High-roof cargo van and shelving</b>	<b>\$30,000</b>
Replace 2004 cargo van used for building maintenance (unit #15).	
<b>3-in-1 snow plow for end-loader</b>	<b>\$30,000</b>
Replace old-style ramp plow with more versatile 3-in-1 plow.	
<b>Replace 2000 Astro van used by administration</b>	<b>\$28,000</b>
Replace 2000 Astro van (unit #33).	
<b>Cameras</b>	<b>\$25,000</b>
Replacement of various outdated security cameras.	
<b>Replace 1991 Clark electric fork truck</b>	<b>\$20,000</b>
Current unit was purchased used in 2002. The unit can be replaced with a newer used fork truck.	
<b>Replace 1996 Upright TM12 lift used in the Flight Center</b>	<b>\$15,000</b>
Lift is 20 years old and no longer made. Support is limited.	
<b>Towable air blower</b>	<b>\$10,000</b>
Additional piece of equipment.	
<b>Redundant server</b>	<b>\$10,000</b>
Redundant domain controller/file server.	

## **DuPage Flight Center - Building Projects**

### **Transient Hangar (30,000 sq-foot Hangar)**

**\$10,170,000**

Additional transient hangar storage required to meet demand for the Flight Center operation.

Additional based aircraft have removed space reserved for transient aircraft.

## **DuPage Flight Center - Equipment**

### **Fuel POS for DFC**

**\$15,000**

Fuel Point of Sales System (POS) for the Flight Center operation. Programming, testing, and training costs for the existing supplier, PRG, to make the system fully PCI compliant.

## **Prairie Landing Golf Club – Field**

**Prairie Landing Front Entrance Signage** **\$200,000**  
New signage for the front entrance at Prairie Landing due to the reconfiguration of Kautz road as a result of the Route 38 overpass project.

## **Prairie Landing Golf Club – Building**

**Pro Shop A/C Unit** **\$31,250**  
Replace Pro Shop A/C unit.

**Kitchen Exhaust Fan and Makeup Air Unit** **\$22,600**  
Replace kitchen exhaust fan and makeup air unit.

## **Prairie Landing Golf Club – Equipment**

**Step Cut Reel Mower** **\$39,600**  
Mower for new grass on range tee and to reintroduce 1st cut of rough.

**Ground Transport Vehicles (4)** **\$39,600**  
For walking greens mowers and irrigation specialist (four at \$9900 each). Replaces 1991 and 1992 vehicles (2 at DAA hanger disabled, 5 at GM disabled).

**1-Ton Dumptruck with Plow** **\$35,000**  
Replace Old Unit from 1998.

**Sharp Shooter Sprayer** **\$23,000**  
GPS-enabled fertilizer applicator.

**Heavy Duty Truckster** **\$22,000**  
Replacement of broken-down hydraulic dump vehicle.

**New Golf Cars (4)** **\$18,000**  
Four new golf cars to better facilitate 9-minute tee time intervals (\$4500 each).

**Turbine Blower (mounted)** **\$12,000**  
Daily course conditioning for blowing clippings, dew, parking lot, roadway, general facility upkeep.

## Contingency Funds

Reserve funds for emergency repairs, replacements, or major unforeseen capital projects. Funding for any unplanned Capital or Major Maintenance projects will be pulled from contingency funds. Contingency funds will be replenished with the unused plan dollars from completed 2016 projects that are finished under budget.

<b>DAA Contingency</b>	<b>\$45,000</b>
Includes \$20,000 contingency for Major Maintenance.	
<b>DFC Contingency</b>	<b>\$25,000</b>
<b>PLGC Contingency</b>	<b>\$25,000</b>



# DUPAGE AIRPORT AUTHORITY

*CHICAGO LAND'S*

*DUPAGE FLIGHT CENTER* 



MAJOR MAINTENANCE  
2016

# 2016 Major Maintenance Program

## DuPage Airport Authority - Building Projects

**Re-caulk Flight Center and North Hightail Hangar** **\$432,750**

Both buildings are 20+ years old and caulk joints are failing causing water damage.

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

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

**Exterior repairs to Powis Road hangar** **\$150,000**

Two doors need siding. All three doors need insulation and astragals. Entire building should be resided. Need to evaluate if updating this hangar is cost effective or do minimum repairs.

**Overhead doors at Maintenance Building** **\$35,000**

Replace two of the original doors that have very high cycles. Update the springs on one original door that gets fewer cycles.

**Exterior repairs of various buildings** **\$30,000**

Replacement of doors and windows as well as minor roof repairs and other exterior repairs on various buildings.

**Repair damaged panels and rusted roof penetrations on Muk Roof** **\$25,000**

Damage noticed during heater refits and temporary repairs made.

**Interior repairs of various buildings** **\$20,000**

Repairs such as flooring, painting, ceiling repairs and other items for updating interior spaces.

**High-efficiency lighting upgrades** **\$10,000**

Purchase and installation of high-efficiency lights for hangars.



## **Prairie Landing Golf Club – Field Projects**

<b>Golf Course Cart Path &amp; Bridge Approach Repairs</b>	<b>\$589,875</b>
Repair and overlay of golf cart path system and bridge approaches.	
<b>Drain Tile Repair Hole #4</b>	<b>\$165,000</b>
Crushed Drain Tile on Hole #4 tee area.	
<b>Irrigation Pump Repair</b>	<b>\$55,000</b>
Rebuild (3) 75HP pumps including rewiring motors and crane reinstall.	
<b>Road Repair - Grade Beams/Paver Leveling</b>	<b>\$20,000</b>
Grade beam leveling including brick paver rehab work on Longest Drive.	


## **Prairie Landing Golf Club – Building Projects**

<b>Painting of Exterior of Clubhouse</b>	<b>\$44,730</b>
Paint trim of exterior, repair cupola window, rebuild pillars in front of Banquet Room and Pro Shop, paint locker rooms and men's Banquet bathroom.	



# DUPAGE AIRPORT AUTHORITY

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

**FROM:** David Bird  
Executive Director 

**RE:** Proposed Ordinance 2016-291; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

**DATE:** January 7, 2016

**SUMMARY:**

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

**PREVIOUS COMMITTEE / BOARD ACTION:**

January 14, 2015 – Annual Board Meeting. The Board of Commissioners passed Ordinance 2015-281; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

**REVENUE OR FUNDING IMPLICATIONS:**

N/A

**STAKEHOLDER PROCESS:**

N/A

**LEGAL REVIEW:**

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

**ATTACHMENTS:**

Proposed Ordinance 2016-291; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

**ALTERNATIVES:**

The Board can deny, modify or amend this issue.

**RECOMMENDATION:**

It is the recommendation of the Executive Director that the Board approve Proposed Ordinance 2016-291; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

**ORDINANCE 2016 -291**  
**AN ORDINANCE OF THE DUPAGE AIRPORT AUTHORITY**  
**PROMULGATING REGULATIONS UNDER THE FREEDOM**  
**OF INFORMATION ACT**

**RECITALS**

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

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

**SECTION 1. Definitions:**

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

**SECTION 2. Application for Inspection or Copying:**

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

organization and the office or position of the applicant with that organization.

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

### **SECTION 3. Denial of Request and Appeal:**

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

### **SECTION 4. Effective Date of Ordinance:** The provisions of this ordinance shall be in

full force and effect upon adoption by the Board of Commissioners.

**SECTION 5. Prior Ordinances:** This ordinance repeals Ordinance 2015-281 and shall be placed in DuPage Airport Authority Code.

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 13th day of January, 2016.

**Roll Call:**

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 \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary

**ORDINANCE 2016-291**

## **DuPAGE AIRPORT AUTHORITY**

### **Fee Schedule for Duplication of Public Records**

Cost for copies effective date:        January 1, 2016

Paper copy from paper original on copy machine:

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

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

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

All fees for copying are payable in advance.

## **DuPAGE AIRPORT AUTHORITY**

### **DESCRIPTIONS REQUIRED UNDER SECTION 4 OF THE FREEDOM OF INFORMATION ACT**

#### **A. Description of DuPage Airport Authority:**

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

On January 1, 2016, the DAA had 60 full-time employees and 23 part-time employees. The total budgeted revenue is \$23,350,619 for the fiscal year ending December 31, 2016. The total budgeted expenditures for the year are \$40,478,838. This includes \$18,018,435 for general operating costs and \$22,460,403 for capital expenditures and major maintenance projects.

#### **B. Procedure for Requesting Information and Public Records:**

Any person may obtain public records for inspection or copying in accordance with the provisions of the Freedom of Information Act by submitting a written request to the DAA providing the name, address and telephone number of the applicant and describing the documents sought. DAA suggests, but shall not require, that applicants submit the request on a Request for Public Records (Form FOI 500) to the DAA's office during normal working hours. The request shall state whether any record shall be used in any form for sale, resale or solicitation or advertisement for sales or services. FOI Requests should be directed to the attention of the DAA's Freedom of Information Officer, DuPage Airport Authority, 2700 International Drive, Suite 200, West Chicago, IL 60185. The requested record will be provided promptly and in accordance with DAA Ordinance 2016-291 (an Ordinance of DAA promulgating regulations under the Freedom of Information Act). Except for unusual circumstances permitted under the Act and for records requested for a commercial purpose as defined by the Act, the record will be supplied within five (5) business days of receipt of the written request. Under certain conditions permitted by law, the DAA may extend this time limit by another five (5) business days. Records requested for a commercial purpose, as defined by the Act, will be provided in the time frame provided in the Act for such records. In the event that the Request for Public Records cannot be complied with, a written denial stating the detailed factual basis for the denial of the application or any claimed exemption(s) will be mailed to the person making the request within five (5) business days after receipt of the request or after the

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

**C. Fee Charged for Copies of Records:**

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

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

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



## **DuPAGE AIRPORT AUTHORITY**

### **CATEGORIES OF RECORDS AVAILABLE IN AUTHORITY OFFICE**

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

DuPAGE AIRPORT AUTHORITY

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David Bird  
Executive Director

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

- A-1. Request for Inspection or Copying of Public Records (FOI 500)
- A-2. Approval of Request for Public Records (FOI 501)
- A-3. Partial Approval of Request for Public Records (FOI 502)
- A-4. Deferral of Response to Request for Public Records (FOI 503)
- A-5. Denial of Request for Public Records (FOI 504)

**DuPAGE AIRPORT AUTHORITY**

**A-1.**

**REQUEST FOR INSPECTION OR COPYING OF PUBLIC RECORDS**

1. Identification of person requesting information:
  - a) Name: \_\_\_\_\_
  - b) Address: \_\_\_\_\_
  - c) Telephone: \_\_\_\_\_
  
2. Additional information relating to organization. If this request is on behalf of a public body or a business, civic or other organization, please state the following:
  - a) Name of Organization: \_\_\_\_\_
  - b) Address of Organization: \_\_\_\_\_
  - c) Office or title within organization of person requesting information: \_\_\_\_\_
  
3. Description of public records requested. Please describe the records requested with sufficient detail to allow DAA office personnel to determine whether such public record exists and to locate it within a reasonable time:  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

4. Specify documents of which copies are requested:  
\_\_\_\_\_  
\_\_\_\_\_
  
5. Will any part of the requested records be used in any form for sale, resale or solicitation or advertisement for sales or services? \_\_\_\_\_.

\_\_\_\_\_  
Signature

---

---

For DAA Use Only

Date Received \_\_\_\_\_ Time Received \_\_\_\_\_ Date Response Due \_\_\_\_\_

Notations regarding oral communications or other items: \_\_\_\_\_

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

TO:

FROM:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_ The documents you requested are enclosed.

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

\_\_\_\_\_ You may inspect the records at \_\_\_\_\_ on \_\_\_\_\_.

\_\_\_\_\_  
DAA Approval

\_\_\_\_\_  
Date

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

TO:

FROM:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_ Are enclosed.

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

\_\_\_\_\_ May be inspected at \_\_\_\_\_ on \_\_\_\_\_.

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

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

\_\_\_\_\_  
DAA Freedom of Information Officers  
Pamela Miller and Diane DeWitte

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

TO:

FROM:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
DAA Freedom of Information Officers  
Pamela Miller and Diane DeWitte

\_\_\_\_\_  
Date

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

TO:

FROM:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

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

\_\_\_\_\_  
DAA Freedom of Information Officers  
Pamela Miller and Diane DeWitte

\_\_\_\_\_  
Date

**ORDINANCE 2016-292**

**ORDINANCE PROVIDING FOR THE ACQUISITION THROUGH NEGOTIATION OR CONDEMNATION A CERTAIN PROPERTY COMMONLY KNOWN AS THE PHEASANT RUN PROPERTY FOR AIRPORT PURPOSES BY THE DuPAGE AIRPORT AUTHORITY - APPROXIMATELY 140.25 ACRES LOCATED AT THE SOUTHEAST CORNER OF ROUTE 64 AND KAUTZ ROAD IN ST. CHARLES, ILLINOIS**

**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 Statutes of the State of Illinois pertaining to such matters provide that Airport Authorities shall have the power to acquire lands in fee simple for the purpose of, *inter alia*, maintenance, development, expansion, extension or improvement of any public airport or public airport facility, ensuring that there is no interference with location, expansion, development or improvement of the airport or with the safe approach thereto or takeoff therefrom by aircraft, or restrict the height of growth or structures that are within the vicinity or any airport or within the lines of an approach to an airport; and

**WHEREAS**, the Board of Commissioners of the Authority deem it advisable and in the public interest and welfare to acquire fee simple title to additional real estate within the boundaries of the Authority for the purpose of maintenance, development, expansion, extension or improvement of the DuPage Airport and facility, ensuring that there is no interference with location, expansion, development or improvement of the DuPage Airport or with the safe approach thereto or takeoff therefrom by aircraft, or restrict the height of growth or structures that are within the vicinity or the DuPage Airport or within the lines of an approach to the DuPage Airport; and

**WHEREAS**, Board of Commissioners of the Authority, find that the real estate described in the attached Exhibit “A” should be acquired and is necessary and desirable for the purposes as hereinabove set forth; and

**WHEREAS**, in accordance with the property ownership disclosure requirement imposed on units of local government as set forth in 50 ILCS 105/3.1, the Authority has obtained a title commitment identifying the record title holder of the real estate described in the attached Exhibit “A”, to be St. Charles Resort, LLC, a copy of said title commitment being attached hereto and incorporated herein as Exhibit “B”; and

**WHEREAS**, on the 17<sup>th</sup> day of December, 2015, Ordinance No. 2015-1985 was adopted by the Authority’s Board of Commissioners providing for negotiation for the acquisition of the real estate described in Exhibit A attached hereto; and

**WHEREAS**, the Authority has attempted to negotiate the purchase of said property but has been unable to agree with the owners of the real estate concerning just compensation.

**NOW, THEREFORE**, be it ordained by the Board of Commissioners of the DuPage Airport Authority, an Airport Authority existing under the laws of the State of Illinois as follows:



**SECTION ONE:** The recitals set forth hereinabove shall be and are hereby incorporated as if said recitals were fully set forth within this Section One.

**SECTION TWO:** That it is necessary and desirable that the real estate described in Exhibit "A" attached hereto, be acquired in fee simple by the Authority for one or more of the purposes set forth.

**SECTION THREE:** That the Executive Director, his staff and the Authority's attorneys be, and hereby are, authorized and directed to take the necessary steps, either by negotiation or condemnation, to acquire title to the real estate described in Exhibit A attached hereto.

**SECTION FOUR:** The Clerk for the Authority may provide certified copies of said Ordinance upon proper request from the general public.

**SECTION FIVE:** That all ordinances and resolutions or parts thereof in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

**SECTION SIX:** This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

This Ordinance 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 13th day of January, 2016.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

EXHIBIT "A"

LEGAL DESCRIPTION OF SUBJECT REALTY

A part of the South 1/2 Of Section 30, Township 40 North, Range 9, East of the Third Principal Meridian, in DuPage County, Illinois; being more particularly described as follows: WITH BEARINGS FOR DESCRIPTIVE PURPOSES ONLY:

Commencing at the Southwest Corner of said Section 30; thence North 00 degree, 09 minutes 53 seconds West, along the West line of the Southwest 1/4 of said Section 30, a distance of 1040.00 feet to the point of beginning of the Tract described herein; thence continuing North 00 degree, 09 minutes, 53 seconds West, along said West Line, a distance of 1555.17 feet to a point on the Southerly right of way line of North Avenue (Illinois Route No. 64); thence North 88 degrees, 25 minutes, 41 seconds East, along said Southerly right of way line, a distance of 3062.61 feet to the point of curvature of a curve to the right, having a central angle of 02 degrees, 56 minutes, 18 seconds, on a chord bearing of South 88 degrees, 48 minutes, 57 seconds East, a chord distance of 386.65 feet to a point on the West line of a Tract of land as shown on the Wayne Township Supervisor's Assessment Plat No. 2, the last named course being along the aforementioned Southerly right of way line of North Avenue (Illinois State Route No. 64); thence South 00 degree, 29 minutes 12 seconds West, along said West line of a Tract of land as shown on the Wayne Township Supervisor's Assessment Plat No. 2, a distance of 1982.51 feet to the Northerly line of a Tract of land as shown on the DuPage County Airport Assessment Plat No. 1, recorded as document 856854 in the Recorder of Deeds Office, DuPage County, Illinois; thence North 84 degrees, 08 minutes, 51 seconds West, along said Northerly line, a distance of 3444.67 feet to the point of beginning;

ALSO KNOWN AS:

That part of the South 1/2 of Section 30, Township 40 North, Range 9, East of the Third Principal Meridian, described by:

Commencing at the Southwest corner of said Section 30; thence North along the West line of said Section 30, a distance of 1040.00 feet for point of beginning; thence continuing North along said West Line, a distance of 1554.38 feet to the South line of State Route No. 64; thence North 88 degrees, 35 minutes, 37 seconds East, along said South Line, a distance of 3062.61 feet to the point of a curve to the right, having a radius of 7539.49 feet; thence Easterly along said curve; said curve being the Southerly line of said State Route No. 64, a distance of 384.58 feet to the West line of Wayne Township Supervisor's Assessment Plat No. 2; thence South 00 degree, 39 minutes, 18 seconds West, along said West Line, a distance of 1983.37 feet to the Northerly line of the DuPage County Airport Assessment Plat No. 1, recorded as document 856854; thence North 84 degrees ,06 minutes West, Along said Northerly Line, a distance of 3444.67 feet to the point of beginning, in DuPage County, Illinois.

EXHIBIT "B"

TITLE COMMITMENT

# ALTA COMMITMENT FOR TITLE INSURANCE

Commitment Number:

**15PR0002896WF**



CHICAGO TITLE INSURANCE COMPANY

CHICAGO TITLE INSURANCE COMPANY, a Nebraska corporation ("Company"), for a valuable consideration, commits to issue its policy or policies of title insurance, as identified in Schedule A, in favor of the Proposed Insured named in Schedule A, as owner or mortgagee of the estate or interest in the land described or referred to in Schedule A, upon payment of the premiums and charges and compliance with the Requirements; all subject to the provisions of Schedules A and B and to the Conditions of this Commitment.

This Commitment shall be effective only when the identity of the Proposed Insured and the amount of the policy or policies committed for have been inserted in Schedule A by the Company.

All liability and obligation under this Commitment shall cease and terminate six (6) months after the Effective Date or when the policy or policies committed for shall issue, whichever first occurs, provided that the failure to issue the policy or policies is not the fault of the Company.

The Company will provide a sample of the policy form upon request.

This Commitment shall not be valid or binding until countersigned by a validating officer or authorized signatory.

IN WITNESS WHEREOF, CHICAGO TITLE INSURANCE COMPANY has caused its corporate name and seal to be affixed by its duly authorized officers on the date shown in Schedule A.

**Chicago Title Insurance Company**

By:

\_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary



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ALTA Commitment (06/17/2006)



Printed: 12.07.15 @ 05:09 PM

IL-CT-FWET-01080.225034-SPS-1-15-15PR0002896WF

ORIGINATING OFFICE	FOR SETTLEMENT INQUIRIES CONTACT
Chicago Title Company, LLC 1725 South Naperville Road Wheaton, IL 60189 Main Phone: (630)871-3500	Chicago Title Company, LLC 1725 South Naperville Road Wheaton, IL 60189 Main Phone: (630)871-3500 Main Fax: (630)871-3588

Issued By: Chicago Title Company, LLC  
 1725 South Naperville Road  
 Wheaton, IL 60189

### SCHEDULE A

#### ORDER NO. 15PR0002896WF

Property Ref.: 4051 E Main St, Saint Charles, IL 60174

1. Effective Date: November 4, 2015
2. Policy or (Policies) to be issued:
  - a. ALTA Owner's Policy 2006  
 Proposed Insured: DuPage Airport Authority.  
 Policy Amount: To Be Determined
3. The estate or interest in the land described or referred to in this Commitment is:  
 Fee Simple
4. Title to the estate or interest in the land is at the Effective Date vested in:  
**Saint Charles Resort, LLC, a Delaware limited liability company.**

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ALTA Commitment (06/17/2006)



**SCHEDULE A**

(continued)

5. The land referred to in this Commitment is described as follows:

A part of the South 1/2 Of Section 30, Township 40 North, Range 9, East of the Third Principal Meridian, in DuPage County, Illinois; being more particularly described as follows: WITH BEARINGS FOR DESCRIPTIVE PURPOSES ONLY:

Commencing at the Southwest Corner of said Section 30; thence North 00 degree, 09 minutes 53 seconds West, along the West line of the Southwest 1/4 of said Section 30, a distance of 1040.00 feet to the point of beginning of the Tract described herein; thence continuing North 00 degree, 09 minutes, 53 seconds West, along said West Line, a distance of 1555.17 feet to a point on the Southerly right of way line of North Avenue (Illinois Route No. 64); thence North 88 degrees, 25 minutes, 41 seconds East, along said Southerly right of way line, a distance of 3062.61 feet to the point of curvature of a curve to the right, having a central angle of 02 degrees, 56 minutes, 18 seconds, on a chord bearing of South 88 degrees, 48 minutes, 57 seconds East, a chord distance of 386.65 feet to a point on the West line of a Tract of land as shown on the Wayne Township Supervisor's Assessment Plat No. 2, the last named course being along the aforementioned Southerly right of way line of North Avenue (Illinois State Route No. 64); thence South 00 degree, 29 minutes 12 seconds West, along said West line of a Tract of land as shown on the Wayne Township Supervisor's Assessment Plat No. 2, a distance of 1982.51 feet to the Northerly line of a Tract of land as shown on the DuPage County Airport Assessment Plat No. 1, recorded as document 856854 in the Recorder of Deeds Office, DuPage County, Illinois; thence North 84 degrees, 08 minutes, 51 seconds West, along said Northerly line, a distance of 3444.67 feet to the point of beginning;

ALSO KNOWN AS:

That part of the South 1/2 of Section 30, Township 40 North, Range 9, East of the Third Principal Meridian, described by:

Commencing at the Southwest corner of said Section 30; thence North along the West line of said Section 30, a distance of 1040.00 feet for point of beginning; thence continuing North along said West Line, a distance of 1554.38 feet to the South line of State Route No. 64; thence North 88 degrees, 35 minutes, 37 seconds East, along said South Line, a distance of 3062.61 feet to the point of a curve to the right, having a radius of 7539.49 feet; thence Easterly along said curve; said curve being the Southerly line of said State Route No. 64, a distance of 384.58 feet to the West line of Wayne Township Supervisor's Assessment Plat No. 2; thence South 00 degree, 39 minutes, 18 seconds West, along said West Line, a distance of 1983.37 feet to the Northerly line of the DuPage County Airport Assessment Plat No. 1, recorded as document 856854; thence North 84 degrees ,06 minutes West, Along said Northerly Line, a distance of 3444.67 feet to the point of beginning, in DuPage County, Illinois.

**END OF SCHEDULE A**

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**SCHEDULE B**

Schedule B of the policy or policies to be issued will contain exceptions to the following matters unless the same are disposed of to the satisfaction of the Company:

**General Exceptions**

1. **Rights or claims of parties in possession not shown by Public Records.**
2. **Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the title that would be disclosed by an accurate and complete land survey of the Land.**
3. **Easements, or claims of easements, not shown by the Public Records.**
4. **Any lien, or right to a lien, for services, labor or material heretofore or hereafter furnished, imposed by law and not shown by the Public Records.**
5. **Taxes or special assessments which are not shown as existing liens by the Public Records.**
6. **We should be furnished a properly executed ALTA statement and, unless the land insured is a condominium unit, a survey if available. Matters disclosed by the above documentation will be shown specifically.**
7. **Note for Information: The coverage afforded by this commitment and any policy issued pursuant hereto shall not commence prior to the date on which all charges properly billed by the company have been fully paid.**

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**SCHEDULE B**  
(continued)

- C 8. A. Note for additional information: the DuPage County Recorder requires that any documents presented for recording contain the following information:

The name and address of the party who prepared the document;

The name and address of the party to whom the document should be mailed after recording;

All permanent real estate tax index numbers of any property legally described in the document;

The address of any property legally described in the document;

All deeds should contain the address of the grantee and should also note the name and address of the party to whom the tax bills should be sent.

Any deeds conveying unsubdivided land, or, portions of subdivided and, may need to be accompanied by a properly executed "plat act affidavit."

In addition, please note that the municipalities of Addison, Aurora, Bartlett, Bolingbrook, Carol Stream, Elk Grove Village, Elmhurst, Glendale Heights, Glen Ellyn, Hanover Park, Naperville, Schaumburg, West Chicago, Wheaton, and Woodridge have enacted transfer tax ordinances. To record a conveyance of land located in these municipalities, the requirements of the transfer tax ordinances must be met. A conveyance of property in these cities may need to have the appropriate transfer tax stamps affixed before it can be recorded.

Furthermore, all deeds and mortgages should include the current marital status of all individual parties, where appropriate. A spouse of an individual grantor or mortgagor may have to sign the deed or mortgage in order to release any applicable homestead interest

This exception will not appear on the policy when issued.

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**SCHEDULE B**

(continued)

- B 9. TAXES FOR THE YEAR 2015.  
TAXES FOR THE YEAR 2015 ARE NOT YET DUE OR PAYABLE.  
NOTE: TAXES FOR THE YEAR 2014 ARE PAID.  
PERMANENT TAX NO. 01 30 300 015 1 OF 7  
(AFFECTS LOT A IN PHEASANT RUN LODGE ASSESSMENT PLAT)  
PERMANENT TAX NO. 01 30 300 016 2 OF 7  
(AFFECTS LOT F IN PHEASANT RUN LODGE ASSESSMENT PLAT)  
PERMANENT TAX NO. 01 30 300 017 3 OF 7  
(AFFECTS LOT E IN PHEASANT RUN LODGE ASSESSMENT PLAT)  
PERMANENT TAX NO. 01 30 300 018 4 OF 7  
(AFFECTS LOT B IN PHEASANT RUN LODGE ASSESSMENT PLAT)  
PERMANENT TAX NO. 01 30 300 019 5 OF 7  
(AFFECTS LOT C IN PHEASANT RUN LODGE ASSESSMENT PLAT)  
PERMANENT TAX NO. 01 30 300 048 6 OF 7  
(AFFECTS LOT G IN PHEASANT RUN LODGE ASSESSMENT PLAT)  
PERMANENT TAX NO. 01 30 400 005 7 OF 7  
(AFFECTS LOT D IN PHEASANT RUN LODGE ASSESSMENT PLAT)
- AA 10. Please be advised that our search did not disclose any open mortgages of record. If you should have knowledge of any outstanding obligation, please contact the Title Department immediately for further review prior to closing.
- J 11. Municipal Real Estate Transfer Tax Stamps (or proof of exemption) must accompany any conveyance and certain other transfers or property located in St. Charles, IL. Please contact said municipality prior to closing for its specific requirements, which may include the payment of fees, an inspection or other approvals.
- T 12. Proceeding pending in Circuit Court Of DuPage As Case No. 2011ED25, filed July 19, 2011 by the Department of Transportation of the State of Illinois, for and on behalf of the People of the State of Illinois, against Pheasant Run, Inc., Nationwide Mutual Insurance Company, Bank of America, N. A., in its capacity as trustee for the registered holders of Cobalt CMBS Commercial Mortgage Trust 2006-C1, Commercial Mortgage Pass Through Certificates, Series 2006-C1, unknown owners and non-record claimants on a complaint to acquire certain lands through eminent domain.
- Note: A complete examination of said proceeding has not been made.
- Note: Lis pendens notice recorded July 19, 2011 as document R2011-84530, as it relates to a perpetual easement; a permanent easement and four (4) temporary easements not to exceed five (5) years for highway purposes known as Parcel 1EA0005DD; Parcel 1EA0005PE; Parcel 1EA0005TE-A; Parcel 1EA0005TE-B; Parcel 1EA0005TE-C; Parcel 1EA0005TE-D AND Parcel 1EA0005TE-E for Job No. R-91-052-01.
- W 13. The Land described in Schedule A either is unsubdivided property or constitutes part of a subdivided lot. As a result, a Plat Act Affidavit should accompany any conveyance to be recorded. In the alternative, compliance should be had with the provisions of the Plat Act (765 ILCS 205/1 et seq.)
- G 14. Existing unrecorded leases and all rights thereunder of the lessees and of any person or party claiming by, through or under the lessees.

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**SCHEDULE B**

(continued)

- U 15. Lease made by Hosstmark Investors, LP., a limited partnership, as agent of St. Charles Hotel, LLC, doing business as The Pheasant Run Resort to T-Mobile Central LLC, a Delaware limited liability company dated November 16, 2014, a memorandum of which was recorded April 1, 2015 as document R2015032759, demising the land for a initial term of 6 months, commencing on the effective date, provided that the option has been exercised by tenant, the agreement shall constitute a lease, the term of which shall initially be for 5-years additional and successive five-year terms, with right to extend the lease for five additional and successive five year terms , and all rights thereunder of, and all acts done or suffered thereunder by, said lessee or by any party claiming by, through, or under said lessee.
- AC 16. Possible right, title and interest of **4051 East Main Street Holdings, LLC**, a Maryland Limited liability company .in and to the Land, as disclosed by Assignment of Financing Statement recorded June 4, 2013 as document R2013-080427 (2013U000428) and of all parties claiming thereunder.
- M 17. Rights of the public, the State of Illinois and the municipality in and to that part of the land, if any, taken or used for Kautz Road.
- K 18. Terms, conditions and provisions contained in an Unrecorded Property Management Agreement made by and between Pheasant Run, Inc., and Oakbrook Hotels, Inc.

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**SCHEDULE B**

(continued)

- L 19. Grant dated June 11, 1951 and recorded June 19, 1951 as document 626310 from E. J. Baker to Texas Illinois Natural Gas Pipeline Company, of a right of way and easement to construct, reconstruct, operate, maintain, etc., a single pipeline 20-inches in diameter for the transportation of natural gas under and through and across that part of the Southwest 1/4 of Section 30 and that part of the Southeast 1/4 of the Northwest 1/4 of said Section, lying North of North Avenue, Township 40 North, Range 9, lying South of right of way of Route 64 (North Avenue) DuPage County, Illinois, together with the right of ingress and egress for such purposes, said right of way and easement to be 75.00 feet in width during construction but shall be reduced to 50.00 feet thereafter for operation, repair, maintenance and removal thereof, the route of said pipeline being described therein.

Note: By Amendment dated April 6, 1952 and recorded April 22, 1957 as document 839599 re-recorded September 10, 1957 as document 855727, the grant noted above was amended to allow grantee to construct a second pipe line over a strip of land 100.00 feet in width, the center of which is described therein.

Note: By instrument recorded December 16, 1959 as document 950633, Texas Illinois National Gas Pipeline Company, a corporation of Delaware, conveys to People Gulf Coast Natural Gas Pipeline Company, a corporation of Delaware, all its right, title and interest, claim or privilege in and to the above noted easement.

Note: By instrument recorded October 3, 1960 as document 981822, People Gulf Coast Natural Gas Pipeline Company, a corporation of Delaware, conveys to Natural Gas Pipeline Company of America, a corporation of Delaware, all its right, title and interest, claim or privilege in and to the easement noted above.

Note: Said Easement is shown on a survey made by STS Consultants dated November 10, 2006, Project No. 200606458.

- N 20. Grant made by Pheasant Run, Inc. to Northern Illinois Gas Company, its successors and assigns, dated October 25, 1962 and recorded November 23, 1962 as document R6241828, granting the right to lay, maintain, operate, renew and remove a gas main and other necessary gas facilities in, under, upon and along the East Half of the public highway known as Kautz Road, which extends along the West side of the property.

Note: Said Easement is shown on a survey made by STS Consultants dated November 10, 2006, Project No. 200606458.

- O 21. Grant of Easement recorded January 17, 1984 as document R84 05294, made by Pheasant Run Inc., to the Commonwealth Edison Company, for public utilities purposes over the West 35.00 feet of Parcel "G" in Pheasant Run Lodge Assessment Plat.

Note: Said Easement is shown on a survey made by STS Consultants dated November 10, 2006, Project No. 200606458.

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**SCHEDULE B**

(continued)

P 22. Terms and provisions contained in Declaration of Reciprocal Easements recorded November 7, 1986 as document R86 140509, made by Pheasant Run, Inc., for the reasonable extension, use and maintenance of water, sewer and utility services to the buildings; easements on, over and across all driveways and parking lots wherever located from time to time, for the reasonable ingress and egress of automobiles, pedestrians and delivery vehicles; together with such other provisions contained therein.

Q 23. Notice of Supplemental Well recorded November 20, 2002 as document R2002-318828.  
  
(Affects Lot 6 in Pheasant Run Lodge Assessment Plat)

R 24. Permanent Easement recorded August 17, 2000 as document R2000127405 in favor of the State of Illinois, Department of Transportation to install, operate and maintain pavement detectors to be used for a traffic control signal, said easement being located on land described as:

That part of the South 1/2 of Section 30, Township 40 North, Range 9, East of the Third Principal Meridian, bounded by a line, described as:

Commencing At the intersection of the West line of said South 1/2 of said Section 30 with the South line of Illinois State Route 64, as dedicated by document 252181 recorded February 17, 1928; thence North 88 degrees, 47 minutes, 24 seconds East along said South line of Illinois State Route 64, a distance of 2146.58 to the point of beginning; thence South 00 degree, 11 minutes 19 seconds East, a distance of 118.06 feet; thence South 89 degrees, 46 minutes, 41 seconds East perpendicular to the last described course, a distance of 39.00 feet; thence North 00 degree, 11 minutes, 19 seconds East perpendicular to the last described course, a distance of 119.01 feet to a point on the aforesaid South line of Illinois State Route 64; thence South 88 degrees, 47 minutes, 24 seconds West along said South line of Illinois State Route 64, a distance of 39.01 feet to the point of beginning.

Note: Said Easement is shown on a survey made by STS Consultants dated November 10, 2006, Project No. 200606458.

S 25. Encroachment of the Parking Lot and Cart Paths located on the land onto the easement shown herein at exception reference letter 'L'.

Note: Said Easement is shown on a survey made by STS Consultants dated November 10, 2006, Project No. 200606458.

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**SCHEDULE B**

(continued)

- V 26. The Company has examined the proceeding in Case No. 11CH003359 to foreclose the lien recorded as Document R2006228685, and notes the following:
- A) Right of any interested party to have set aside, modified or reversed the judgments or orders entered in said case;
  - B) Right, by reason of military service, of any person interested in the subject matter of the case to redeem within the time permitted by the Servicemembers Civil Relief Act;
  - C) Defects or additional information, if any:
- Satisfactory evidence should be furnished that Joseph A. Klam, court appointed receiver has been paid in full.
- AD 27. The last deed of conveyance of the Land was recorded on March 28, 2014 as Document R2014025262.

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ALTA Commitment (08/17/2006)



**SCHEDULE B**

(continued)

- Z 28. In order for the Company to insure title after completion of an eminent domain proceeding to acquire fee title to the Land or a lesser interest therein, the Company notes the follows:
- A) Nothing contained herein should be construed as insuring the power or right of the plaintiff to condemn the Land;
- B) Our policy, when issued, will be made subject to direct attack upon the judgments and orders entered in the case;
- C) Upon filing of the Complaint, a proper Lis Pendens Notice should be recorded in the Office of the Recorder of Deeds in the County in which the Land is located;
- D) The following necessary parties should be joined in the contemplated proceeding in order that the Company may insure that their interests will be affected:
- 1) All persons acquiring rights in the Land subsequent to the date of this commitment and prior to the time a complete Lis Pendens Notice has been recorded/filed;
  - 2) All persons, other than those named herein, known by plaintiff or plaintiff's attorney to have or claim to have an interest in the Land;
  - 3) All persons in possession of the Land.
  - 4) Saint Charles Resort, LLC, a Delaware limited liability company, record owner of the land;
  - 5) Attention is directed to the proceeding pending noted above in Schedule B at exception reference letter "T". We make no comment on the effect of said proceeding on the contemplated proceeding and all questions concerning the same should be submitted to an underwriter.
  - 6) If it is desired to affect the interest of any lessee/tenant and/or property manager, their names should be obtained and they should be made parties to the contemplated proceeding.
  - 7) T-Mobile Central LLC, a Delaware limited liability company, as lessee under lease noted herein at exception letter "U";
  - 8) Hosstmark Investors, L.P., a limited partnership, as agent of St. Charles Hotel, LLC, doing business as The Pheasant Run Resort, as lessor under lease noted herein at exception letter "U";
  - 9) Pheasant Run, Inc., by virtue of exception letter "K";
  - 10) Oakbrook Hotels, Inc., by virtue of exception letter "K";
  - 11) Joseph A. Klam, court appointed receiver, by virtue of exception letter "V";
  - 12) 4051 East Main Street Holdings, LLC, by virtue of exception letter "AC";

Note: If it is known that any of the necessary parties listed herein are deceased, their heirs or legatees should be made parties by name if known, and if unknown, then by the name and description of "unknown heirs or legatees of" such deceased person or persons. If it is not known or cannot be ascertained whether any of said parties are living or dead, then such parties should be made parties by name, and such person(s) as would be their heirs or legatees also should be made parties to the proceeding as "unknown owners." In this regard, the Company directs your attention to Section 2-413 of the Code of Civil Procedure.

In the event that there are any persons who are necessary parties to the contemplated proceeding, but the names of such persons are unknown and unascertainable, then, and in that event only, such persons should be made parties under the description of "unknown owners," unless the contrary is herein indicated. The question of the Company's willingness to reply on the designation of "unknown owners" to insure over the interest of any unrecorded mechanic's lien claimant, if any, should be submitted to an underwriter.

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ALTA Commitment (06/17/2006)



**SCHEDULE B**

(continued)

E) Additional information, if any:

Tax assessee: Saint Charles Resort LLC c/o Hostmark Hospitality, 1300 E Woodfield Rd # 400, Schaumburg, IL 60173.

Note: In order for the Company to insure over the liens of real estate taxes and special assessments and rights of any tax purchaser named herein after the completion of the contemplated proceeding, the County Collector's Warrant Books and the Municipality's Special Assessment Records must be marked appropriately, any Tax Deed Proceeding noted herein must be dismissed, and any outstanding Certificate of Purchase must be cancelled.

The contemplated proceeding may affect the rights of only those parties named herein in Paragraph "D" as necessary parties. The policy, when issued, will be subject to the rights of all other parties and interests shown in this commitment, including, but not limited to, easements, covenants, conditions, restrictions and the rights of public or quasi-public utilities in the Land, if any, unless satisfactory disposition thereof is otherwise made or unless otherwise expressly stated herein.

- E 29. The "Good Funds" section of the Title Insurance Act (215 ILCS 155/26) is effective January 1, 2010. This Act places limitations upon our ability to accept certain types of deposits into escrow. Please contact your local Chicago Title office regarding the application of this new law to your transaction.
- D 30. Effective June 1, 2009, pursuant to Public Act 95-988, satisfactory evidence of identification must be presented for the notarization of any and all documents notarized by an Illinois notary public. Satisfactory identification documents are documents that are valid at the time of the notarial act; are issued by a state or federal government agency; bear the photographic image of the individual's face; and bear the individual's signature.

**END OF SCHEDULE B**

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ALTA Commitment (06/17/2006)





**CONDITIONS**

1. The term mortgage, when used herein, shall include deed of trust, trust deed, or other security instrument.
2. If the proposed Insured has or acquired actual knowledge of any defect, lien, encumbrance, adverse claim or other matter affecting the estate or interest or mortgage thereon covered by this Commitment other than those shown in Schedule B hereof, and shall fail to disclose such knowledge to the Company in writing, the Company shall be relieved from liability for any loss or damage resulting from any act of reliance hereon to the extent the Company is prejudiced by failure to so disclose such knowledge. If the proposed Insured shall disclose such knowledge to the Company, or if the Company otherwise acquires actual knowledge of any such defect, lien, encumbrance, adverse claim or other matter, the Company at its option may amend Schedule B of this Commitment accordingly, but such amendment shall not relieve the Company from liability previously incurred pursuant to paragraph 3 of these Conditions.
3. Liability of the Company under this Commitment shall be only to the named proposed Insured and such parties included under the definition of Insured in the form of policy or policies committed for and only for actual loss incurred in reliance hereon in undertaking in good faith (a) to comply with the requirements hereof, or (b) to eliminate exceptions shown in Schedule B, or (c) to acquire or create the estate or interest or mortgage thereon covered by this Commitment. In no event shall such liability exceed the amount stated in Schedule A for the policy or policies committed for and such liability is subject to the insuring provisions and Conditions and the Exclusions from Coverage of the form of policy or policies committed for in favor of the proposed Insured which are hereby incorporated by reference and are made a part of this Commitment except as expressly modified herein.
4. This Commitment is a contract to issue one or more title insurance policies and is not an abstract of title or a report of the condition of title. Any action or actions or rights of action that the proposed Insured may have or may bring against the Company arising out of the status of the title to the estate or interest or the status of the mortgage thereon covered by this Commitment must be based on and are subject to the provisions of this Commitment.
5. *The policy to be issued contains an arbitration clause. All arbitrable matters when the Amount of Insurance is \$2,000,000 or less shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties. You may review a copy of the arbitration rules at <http://www.alta.org>.*

**END OF CONDITIONS**

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ALTA Commitment (06/17/2006)





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

**FROM:** David Bird   
Executive Director

**RE:** Proposed Resolution 2016-1990; Resolution Approving the Use of Outside Attorneys for the Year 2016.

**DATE:** January 7, 2016

**SUMMARY:**

As required by the Airport Authority's By-Laws, The Board of Commissioners each year must approve the outside attorneys to be utilized by the Airport Authority. It is recommended that Schirott, Luetkehans & Garner, LLC be retained as the general counsel attorneys for 2016. The rates for 2016 are reflected in Exhibit A of the Proposed Resolution as well as a comparison of the rates from 2015.

It is recommended that the attorney providing Human Resources legal services for the Airport Authority, SheppardMullin be retained for 2016. The rates for 2016 are reflected in Exhibit B of the Proposed Resolution as well as a comparison of the rates from 2015.

**PREVIOUS COMMITTEE/BOARD ACTION:**

January 14, 2015 – Annual Board Meeting. The Board of Commissioners passed Resolution 2015-1900; Resolution Approving the Use of Outside Attorneys for the Year 2015.

**REVENUE OR FUNDING IMPLICATIONS:**

Rates as provided have been included as part of the 2016 Budget and Appropriations for the Airport Authority.

**STAKEHOLDER PROCESS:**

N/A

**LEGAL REVIEW:**

N/A

**ATTACHMENTS:**

Proposed Resolution 2016-1990; Resolution Approving the Use of Outside Attorneys for the Year 2016.

**ALTERNATIVES:**

The Board can deny, modify or amend this issue.

**RECOMMENDATION:**

It is the recommendation of the Executive Director that the Board approve Proposed Resolution 2016-1990; Resolution Approving the Use of Outside Attorneys for the Year 2016.

**RESOLUTION 2016-1990**  
**RESOLUTION APPROVING THE USE OF OUTSIDE**  
**ATTORNEYS FOR THE YEAR 2016**

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

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

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

**WHEREAS**, the Authority desires and deems it to be in the best interest of the Authority to appoint Schirott, Luetkehans & Garner, LLC and SheppardMullin, as its outside attorneys for the year 2016 at the hourly rates attached hereto on Exhibits A and B respectively.

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority hereby approves the hiring of Schirott, Luetkehans & Garner, LLC and SheppardMullin as its outside attorneys for the year 2016 at the hourly rates set forth on the attached Exhibits A and B.

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

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

Gina R. LaMantia \_\_\_\_\_  
Michael V. Ledonne \_\_\_\_\_  
Gregory J. Posch \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 13<sup>th</sup> day of January, 2016.

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

**RESOLUTION 2016-1990**

**EXHIBIT A**

**SCHIROTT LUTKEHANS & GARNER, LLC**

**HOURLY RATES**

	<b><u>2015</u></b>	<b><u>2016</u></b>
<b>PARTNERS</b>	<b>\$215</b>	<b>\$225</b>
<b>ASSOCIATES</b>	<b>\$185</b>	<b>\$190</b>
<b>LAW CLERKS</b>	<b>\$ 70</b>	<b>\$ 70</b>


**EXHIBIT B**

**SHEPPARDMULLIN**

**HOURLY RATES**

	<b><u>2015</u></b>	<b><u>2016</u></b>
<b>ALL ATTORNEYS</b>	<b>\$440</b>	<b>\$435</b>

TO: Board of Commissioners

FROM: David Bird   
Executive Director

RE: Proposed Resolution 2016-1991; Authorizing the Execution of a Professional Services Agreement with Serafin & Associates, Inc. for Marketing and Communication Services

DATE: January 4, 2016

---

**SUMMARY:**

Since 2011, Serafin & Associates, Inc. has provided marketing and communication services for the Authority. Serafin produces marketing materials, press releases and coordination of events to promote the benefits of the Authority to the aviation industry and to the community.

Serafin & Associates continues to demonstrate a high level of competence in the performance of their services. Therefore, it is recommended that the Authority renew its Agreement with Serafin for Fiscal Year 2016 beginning January 1, 2016 and ending on December 31, 2016 for an amount not-to-exceed \$42,500. This amount remains the same as 2015.

**PREVIOUS COMMITTEE/BOARD ACTION:**

January 13, 2016 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

The services provided by Serafin & Associates have been funded in the FY-2016 budget.

**STAKEHOLDER PROCESS:**

N/A

**LEGAL REVIEW:**

Legal counsel has previously reviewed the Agreement with Serafin & Associates.

**ATTACHMENTS:**

- Proposed Resolution 2016-1991; Authorizing the Execution of a Professional Services Agreement with Serafin & Associates, Inc. for Marketing and Communication Services.

**ALTERNATIVES:**

The Board can deny, modify or amend this issue.

**RECOMMENDATION:**

It is the recommendation of the Executive Director and Staff that the Board approve Proposed Resolution 2016-1991; Authorizing the Execution of a Professional Services Agreement with Serafin & Associates, Inc. for Marketing and Communication Services.

**RESOLUTION 2016-1991**

**Authorizing the Execution of a Professional Services Agreement with Serafin & Associates Inc. for Marketing and Communications Services**

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

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

**WHEREAS**, the Authority desires to enter into another Professional Services Agreement with Serafin for Marketing and Communication Services for a total not-to-exceed amount of \$42,500 for Fiscal Year 2016 beginning January 1, 2016 through December 31, 2016; and

**WHEREAS**, the Authority has sufficient funds in the FY-2016 Budget to fund this Professional Services Agreement for Marketing and Communication Services with Serafin; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird to execute said Professional Services Agreement with Serafin and Associates, Inc. for a total not-to-exceed amount of \$42,500, and to take whatever steps necessary to effectuate the terms of said Agreement.

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 13th day of January 2016.

\_\_\_\_\_  
CHAIRMAN

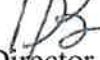
(ATTEST)

\_\_\_\_\_  
SECRETARY

RESOLUTION 2016-1990

TO: Board of Commissioners

FROM: Dan Barna   
Procurement Manager

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2016-1992; Authorizing the Procurement of One (1) 4x4  
Pickup Truck w/Plow from the State of Illinois Joint Purchasing Contract

DATE: January 4, 2016

---

**SUMMARY:**

The Airport Authority's 2016 Capital Program includes the procurement of two (2) full-size 4x4 pickup trucks with plows. The new trucks will replace two (2) 2003 units that have been utilized by the Field Maintenance Department.

The Authority intends to purchase one (1) gasoline powered pickup truck from the State of Illinois Joint Purchasing Contract and one (1) electric powered pickup truck to be bid separately.

The Authority's Procurement Policy and the Illinois Governmental Joint Purchasing Act allows for the utilization of the State of Illinois Joint Purchasing Program, in which goods and services have been formally competed by the State of Illinois.

Upon review of active Illinois Joint Purchasing Contracts for vehicles, staff has selected a vehicle that conforms to our requirements and budget for replacement of a pickup truck. Therefore, staff recommends the purchase of one (1) 2016 Ford F-250 Pickup Truck w/plow for a total cost of \$33,764 F.O.B. DuPage Airport from Morrow Brothers Ford in Greenfield, IL.





**PREVIOUS COMMITTEE/BOARD ACTION:**

January 13, 2016 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

2016 Capital Budget	\$60,000
(1) 4x4 F-250 Pickup Trucks W/Plow F.O.B. DuPage Airport	(\$33,764)
Remaining Budget for Electric Pickup Truck	\$26,236

**STAKEHOLDER PROCESS:**

No stakeholders have been identified at this time.

**LEGAL REVIEW:**

Legal counsel has previously drafted the standard contract utilized for the procurement of this item.

**ATTACHMENTS:**

- ❑ Proposed Resolution 2016-1992; Authorizing the Procurement of One (1) 4x4 Pickup Truck w/Plow from the State of Illinois Joint Purchasing Contract.
- ❑ 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 2016-1992; Authorizing the Procurement of One (1) 4x4 Pickup Truck w/Plow from the State of Illinois Joint Purchasing Contract.

**RESOLUTION 2016-1992**

**Authorizing the Procurement of One (1) 4x4 Pickup Truck w/Plow from the State of Illinois Joint Purchasing Contract**

**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’s Procurement Policy and the Illinois Governmental Joint Purchasing Act (30 ILCS 525/) allows for the utilization of the State of Illinois Joint Purchasing Program, in which goods and services have been formally competed by the State of Illinois; and

**WHEREAS**, the State of Illinois has contracted for a pickup truck that conform with the requirements of the Authority; and

**WHEREAS**, the Authority has budgeted for one (1) pickup truck w/plow in 2016; and

**WHEREAS**, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to purchase one (1) pickup truck w/plow utilizing the State of Illinois Joint Purchasing Program.

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority is authorized to generate the necessary purchase order for the procurement of One (1) 2016 Ford F-250 Pickup Truck w/Plow for a total cost of \$33,764 F.O.B. DuPage Airport; 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 Purchase Order with Morrow Brothers Ford and to take whatever steps necessary to effectuate the terms of said Purchase 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 13th day of January, 2016.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**STATEMENT OF POLITICAL CONTRIBUTIONS**

\_\_\_\_\_  
 (name of entity or individual)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 (address of entity or individual)

**MORROW BROTHERS FORD, INC.**  
**RT 267 SOUTH**  
**R.R. #2 BOX 120**  
**GREENFIELD, IL 62044**  
**PH. 1-877-368-3038**  
**FAX. 217-368-3517**

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
<i>NONE</i>				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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

**VERIFICATION:**


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


1-4-16      *Robert M. Walker*      VICE PRESIDENT MORROW BROS FORD  
 (date)                      (signature)                      title of signer, if a business)



# DUPAGE AIRPORT AUTHORITY

TO: Board of Commissioners

FROM: Dan Barna   
Procurement Manager

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2016-1993; Award of Contract to Design Carpets & More  
for Air Traffic Control Tower Carpet Replacement

DATE: January 4, 2016

**SUMMARY:**

The Lease Agreement between the DuPage Airport Authority and the U.S. Government (Federal Aviation Administration) for the Air Traffic Control Tower Facility requires that the Airport Authority maintain the premises in good repair including the replacement of carpet.

Approximately 400 SY of carpeting and associated resilient wall base needs to be removed and replaced in the Control Tower Base Building offices. Existing broadloom carpet will be replaced with 24" x 24" Mannington Commercial Carpet Tile.

Staff solicited sealed bids for the Air Traffic Control Tower Carpet Replacement Project in the November 24, 2015 edition of the Daily Herald Newspaper. In addition, a mandatory pre-bid meeting was held on December 4, 2015. Eight (8) sealed bids were received and opened at 2:00 p.m. on December 10, 2015. Bid results are as follows:

Bidder	Lump Sum Cost
Design Carpets & More Schaumburg, IL	\$24,469.24
Continental Construction Evanston, IL	\$27,800
Douglas Floor Covering North Aurora, IL	\$29,400
Tiles in Style Naperville, IL	\$29,853
Superior Floor Covering Inc. Frankfort, IL	\$31,343.83
Boss Carpet One LLC Dixon, IL	\$32,225
Mr. Davids Flooring Itasca, IL	\$32,636
LuxCon Corporation Chicago, IL	\$38,000

Upon evaluation of the bids, it is apparent that Design Carpets & More is the low, responsive and responsible bidder. Design Carpets & More has positive references from several builders, property managers and healthcare facilities.

**PREVIOUS COMMITTEE/BOARD ACTION:**

January 13, 2016 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

2016 Capital Budget Contingency	\$45,000
Design Carpets & More Lump Sum Cost	(\$24,469.24)
Owner's Contingency (10%)	(\$2,446.92)
	\$18,083.84

**STAKEHOLDER PROCESS:**

No stakeholders have been identified at this time.

**LEGAL REVIEW:**

Legal counsel has previously drafted the standard contract utilized for the procurement of this item.

**ATTACHMENTS:**

- Proposed Resolution 2016-1993; Award of Contract to Design Carpets & More for Air Traffic Control Tower Carpet Replacement.
- 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 2016-1993; Award of Contract to Design Carpets & More for Air Traffic Control Tower Carpet Replacement.

**RESOLUTION 2016-1993**

**Award of Contract to Design Carpets & More for Air Traffic Control Tower Carpet Replacement**

**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 carpet removal and replacement at the DuPage Air Traffic Control Tower; and

**WHEREAS**, the Authority has received and reviewed eight (8) sealed bids on December 11, 2015; and

**WHEREAS**, it is apparent that Design Carpets & More is the low, responsive and responsible bidder at a lump sum cost of \$24,469.24; and

**WHEREAS**, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to enter to an agreement with Design Carpets & More for carpet removal and replacement at the DuPage Air Traffic Control Tower.

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority be authorized to enter into a written Contract with Carpets & More for a total cost not-to-exceed \$26,916.16, 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 Design Carpets & More 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 13th day of January, 2016.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**DUPAGE AIRPORT AUTHORITY  
ATCT CARPET REPLACEMENT  
SOLICITATION NO. 2015-1123**


**STATEMENT OF POLITICAL CONTRIBUTIONS**

DESIGN CARPET AND MORE INC  
(name of entity or individual)

1807 REMINGTON RD  
SPRINGFIELD IL 60173

(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
	NONE			

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."


1-3-16  
(date)


  
(signature)

Pres  
(title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna   
Procurement Manager

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2016-1994; Authorizing the Execution of a Cash Farm Lease with Dale Pitstick for 216 Acres

DATE: January 4, 2016

**SUMMARY:**

In addition to the 361 acres of farmland that is currently under a three (3) year cash farm lease in the DuPage Business Center, the Airport Authority also leases approximately 216 acres of farmland north of the Prairie Landing Golf Club.

Crops grown on the 216 acres are a corn and soybean rotation. Under a three (3) year cash farm lease, the Airport Authority reserves the right to add or reduce acreage as necessary. Annual cash rent is paid each year of the lease on March 15<sup>th</sup>.

The previous three (3) year cash farm lease between the Airport Authority and Dale Pitstick expired on December 31, 2015. Staff solicited sealed bids for a new three (3) year cash farm lease in the October 5, 2015 edition of the Daily Herald Newspaper. One (1) sealed bid was received at 2:00 p.m. on October 27, 2015. Due to only one (1) bid received, a second solicitation for a cash farm lease was advertised in the October 29, 2015 edition of the Daily Herald Newspaper. Two (2) sealed bids were received and opened at 2:00 p.m. on November 23, 2015. Bid results are as follows:

Bidder	Per Acre Offer (216 Acres)	Annual Cash Farm Rent
Dale Pitstick Genoa, IL	\$167.50	\$36,180
Chris Collins Elburn, IL	\$153.20	\$33,091.20

Upon evaluation of the bids, it is apparent that Dale Pitstick submitted the highest and most advantageous per acre offer. Dale Pitstick has maintained a good working relationship with the Airport Authority for several years.

**PREVIOUS COMMITTEE/BOARD ACTION:**

January 13, 2016 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.



**REVENUE OR FUNDING IMPLICATIONS:**

3-Year Cash Farm Lease	Per Acre Offer	Annual Cash Farm Rent Based on 216 Acres
Dale Pitstick 1/1/13 – 12/31/15	\$335	\$72,360
Dale Pitstick 1/1/16 – 12/31/18	\$167.50	\$36,180
Reduction in Revenue	(\$167.50)	(\$36,180)

According to the Illinois Society of Professional Farm Managers and Rural Appraisers, 2015 cash rent trends for fair to average productivity in Northeastern Illinois is between \$150-\$225 per acre.

**STAKEHOLDER PROCESS:**

No stakeholders have been identified at this time.

**LEGAL REVIEW:**

Legal counsel has previously drafted the Cash Farm Lease between the DuPage Airport Authority and Dale Pitstick.

**ATTACHMENTS:**

- Proposed Resolution 2016-1994; Authorizing the Execution of a Cash Farm Lease with Dale Pitstick for 216 Acres.
- Exhibit A – Farm Areas.

**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 2016-1994; Authorizing the Execution of a Cash Farm Lease with Dale Pitstick for 216 Acres.

**RESOLUTION 2016-1994**

**Authorizing the Execution of a Cash Farm Lease with Dale Pitstick for 216 Acres**

**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 is desirous of leasing approximately 216 tillable acres of previously leased Authority owned farm land; and

**WHEREAS**, the Authority has received and reviewed two (2) sealed bids on November 23, 2015; and

**WHEREAS**, it is apparent that Dale Pitstick is the high, responsive and responsible bidder at a per acre offer of \$167.50; and

**WHEREAS**, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to lease approximately 216 acres of Authority owned farm land to Dale Pitstick.

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority be authorized to enter into a Cash Farm Lease with Dale Pitstick for the term of January 1, 2016 through December 31, 2018 or earlier if final harvesting has occurred, with a rental rate of \$167.50 per acre (\$36,180 annual rent), payable annually on March 15<sup>th</sup>; 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 Lease with Dale Pitstick and to take whatever steps necessary to effectuate the terms of said Lease.

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 \_\_\_\_\_

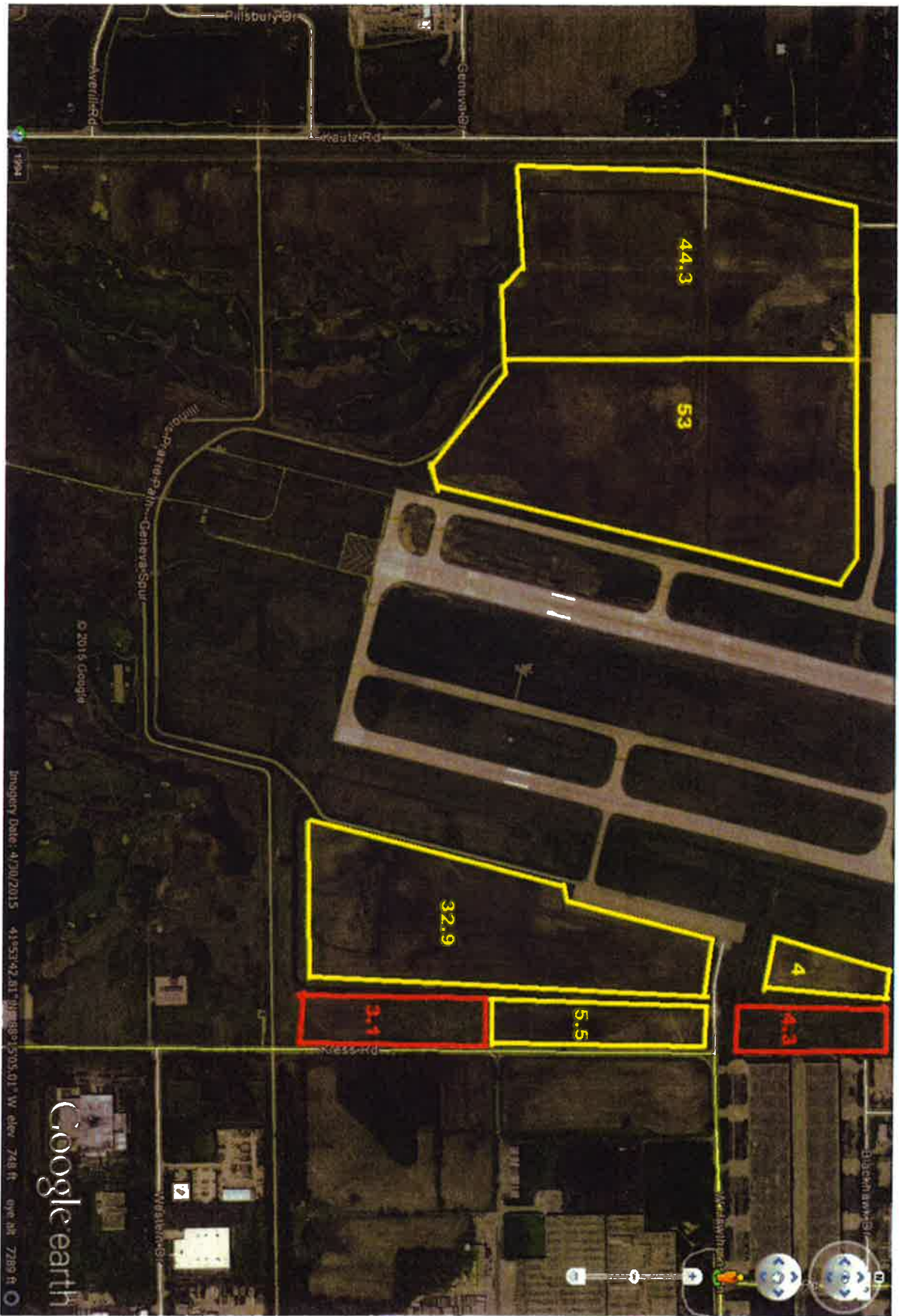
Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 13th day of January, 2016.

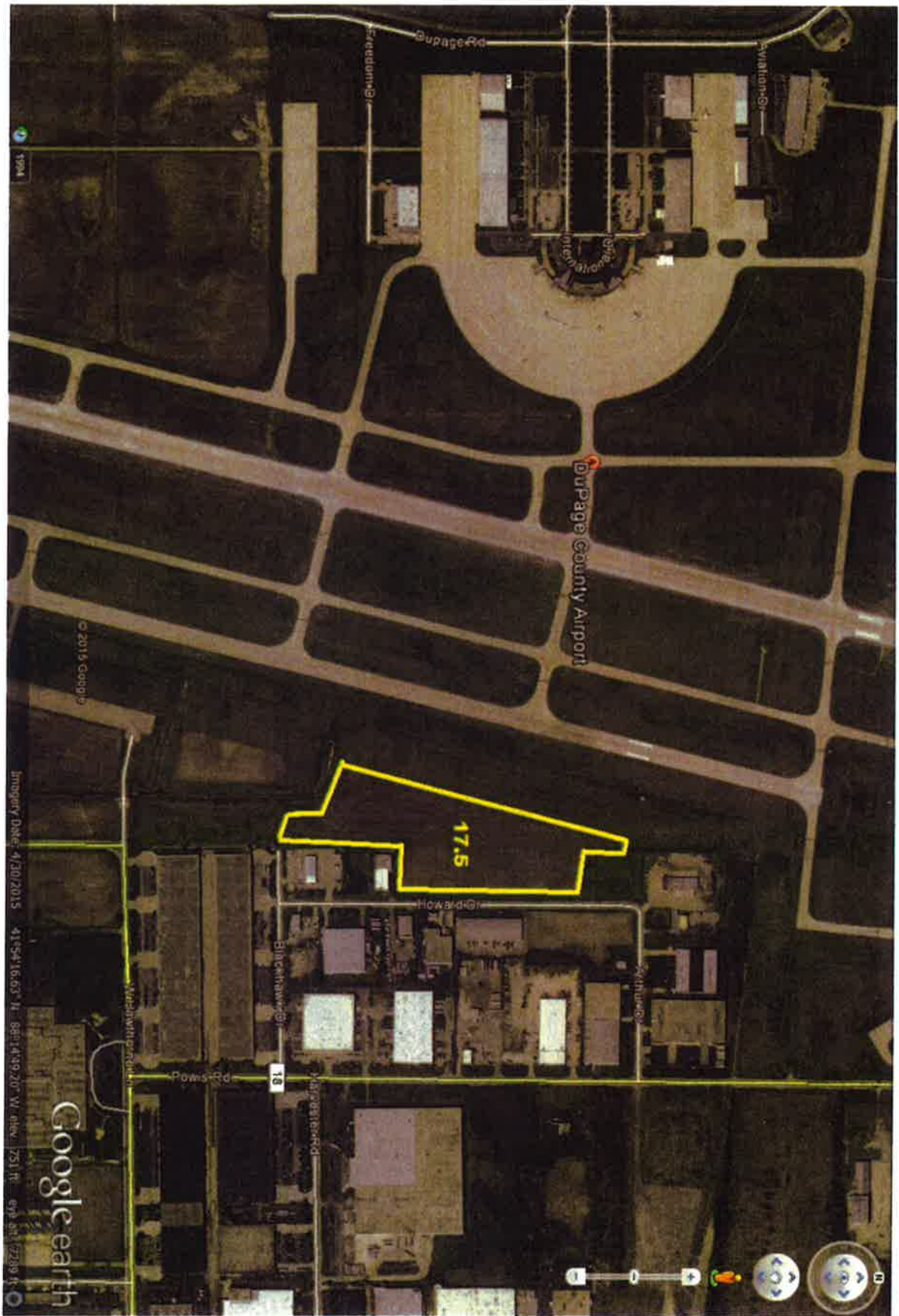
\_\_\_\_\_  
CHAIRMAN

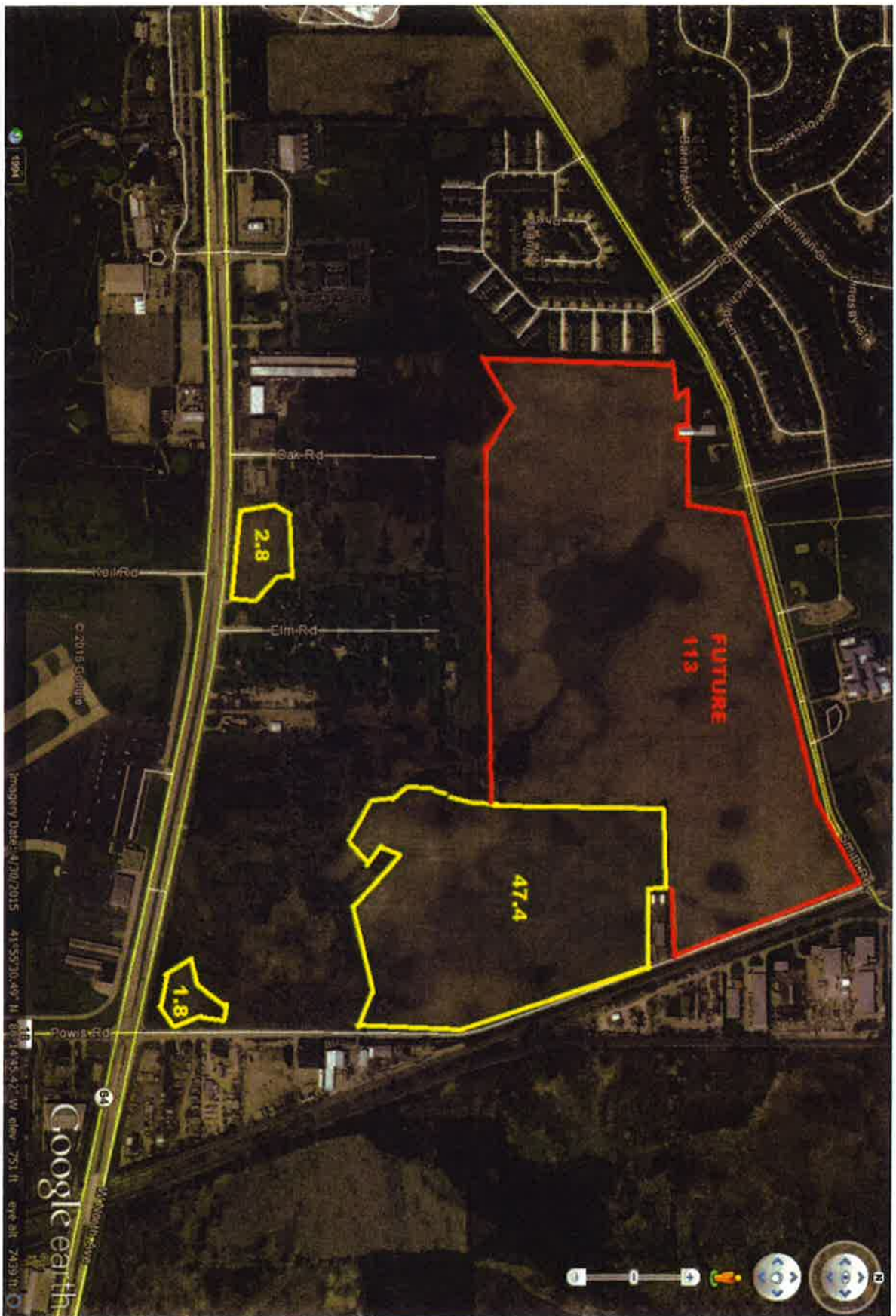
(ATTEST)

\_\_\_\_\_  
SECRETARY

EXHIBIT A – FARM AREAS











TO: Board of Commissioners

FROM: Dan Barna   
Procurement Manager

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2016-1995; Authorizing the Execution of a Retainer Agreement with Burns & McDonnell for Engineering Services for the Projects: Construct West Perimeter Roadway and Construct North Perimeter Roadway.

DATE: January 4, 2016

---

**SUMMARY:**

The Illinois Department of Transportation, Division of Aeronautics (“IDA”) has programmed two (2) projects that were submitted by the Airport Authority as part of its Transportation Improvement Program submittal. The projects are titled: Construct West Perimeter Roadway and Construct North Perimeter Roadway. Both projects are eligible for Federal and State funding. Under the Transportation Improvement Program, the Airport Authority is responsible for engaging the services of an engineering firm for design and construction oversight, while the project itself is let by IDA. A description of the projects is below:

**Construct West Perimeter Roadway – 2016 Construction / Funding Received by IDA**

Construction of a 20’ wide airside perimeter road connecting the Flight Center Apron at Taxiway Lima to the Fuel Farm Facility and Taxiway Echo. The perimeter road will be located north of the Maintenance Building and west of Runway 10. The perimeter road will serve Airport vehicles/equipment, fuel trucks and emergency vehicles. This project has been identified by the Federal Aviation Administration, Runway Safety Action Team as a high priority project to minimize runway crossings by Airport vehicles, reduce vehicle/aircraft interaction and to ease ground congestion. *Estimated Cost – 1.3M*

**Construct North Perimeter Roadway – 2017 Construction Anticipated / Funding Pending Approval**

Construction of a 20’ wide airside perimeter road connecting Taxiway Echo, west of Runway 20L to the North Ramp, north of Runway 15. The perimeter road will serve Airport vehicles/equipment, fuel trucks and emergency vehicles. This project has been identified by the Federal Aviation Administration, Runway Safety Action Team as a high priority project to minimize runway crossings by Airport vehicles, reduce vehicle/aircraft interaction and to ease ground congestion. *Estimated Cost – 1.1M*

To secure an engineering consultant for the design and construction oversight of both perimeter roadway projects, the Airport Authority conducted a qualification based selection process in accordance with FAA Advisory Circular 150/5100-14E Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Staff solicited a Request for Qualifications (“RFQ”) in the August 27, 2015 edition of the Daily Herald Newspaper. An evaluation panel appointed by the Executive Director reviewed six (6) Statements of Qualifications from the firms of Burns & McDonnell, CH2M, CMT, Hanson, Primera Engineers and Spaan Tech on September 25, 2015. The shortlisted firms of Burns & McDonnell, CH2M and CMT were interviewed in late October, 2015. The evaluation panel selected the firm of Burns & McDonnell for design and construction oversight of the west and north perimeter roads.

Staff recommends entering into a Retainer Agreement with Burns & McDonnell to provide engineering services for the west and north perimeter roads.

**PREVIOUS COMMITTEE/BOARD ACTION:**

January 13, 2016 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

Payment for consultant fees are eligible for Federal and State funding to be discussed under separate project cost approval. This resolution authorizes the Airport Authority’s selection of Burns & McDonnell through a qualification based selection process to provide engineering services related to the design and construction oversight of the west and north perimeter roadways.

**STAKEHOLDER PROCESS:**

None.

**LEGAL REVIEW:**

Legal counsel has previously reviewed the Retainer Agreement with Burns & McDonnell.

**ATTACHMENTS:**

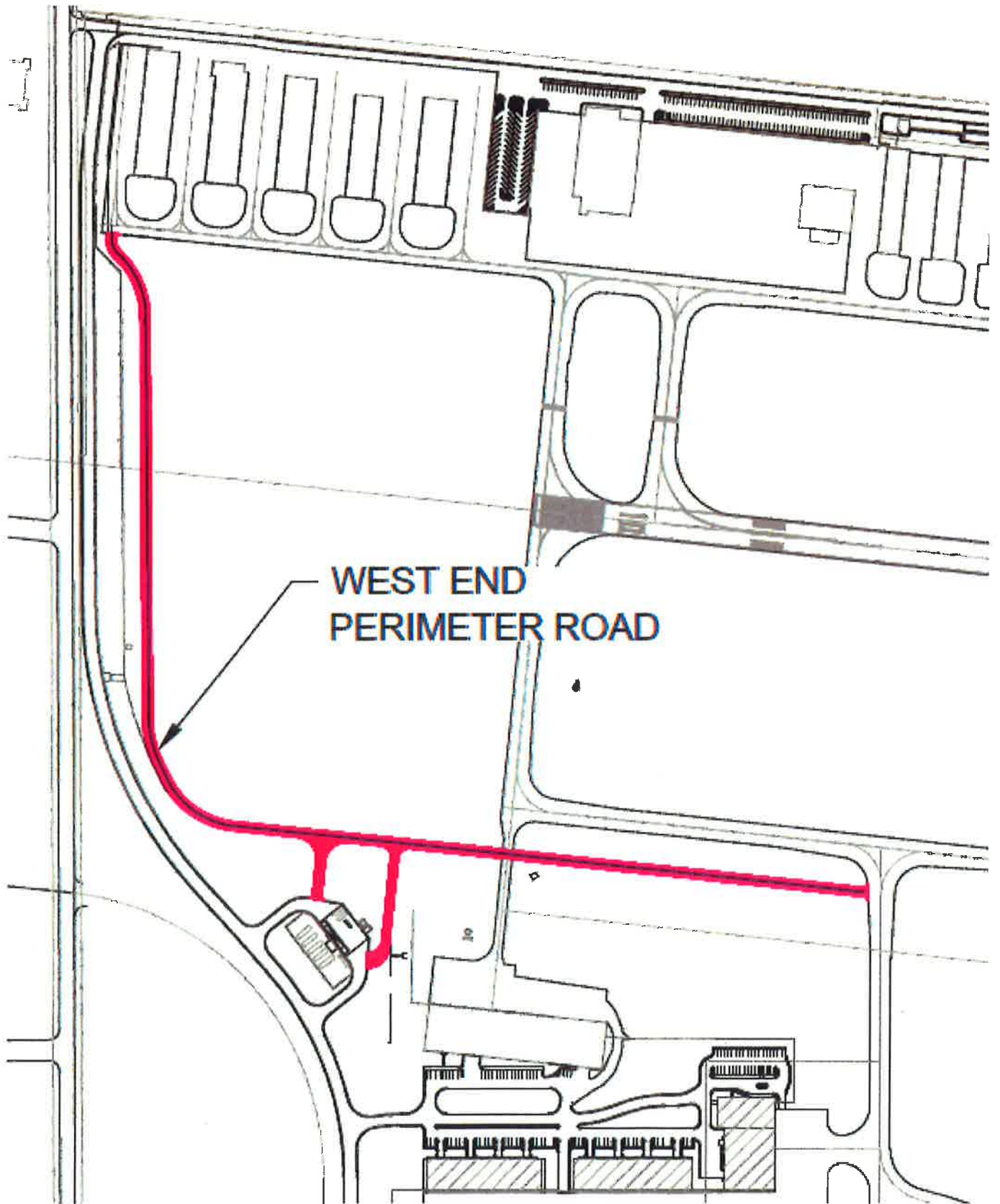
- Proposed Resolution 2016-1995; Authorizing the Execution of a Retainer Agreement with Burns & McDonnell for Engineering Services for the Projects: Construct West Perimeter Roadway and Construct North Perimeter Roadway.
- Project Exhibits.

**ALTERNATIVES:**

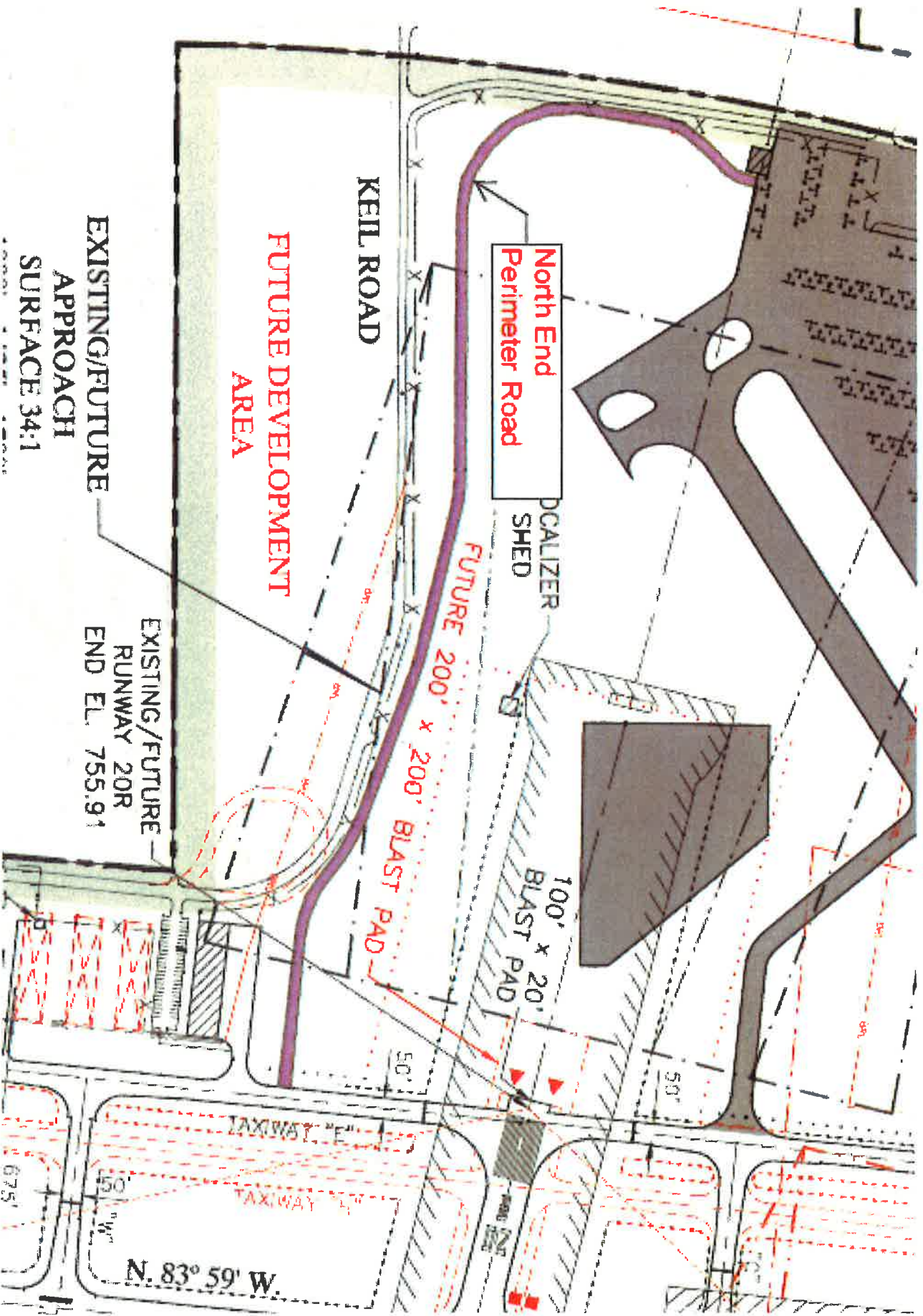
The Board can deny, modify or amend this issue.

**RECOMMENDATION:**

It is the recommendation of the Executive Director and Staff that the Board approve Proposed Resolution 2016-1995; Authorizing the Execution of a Retainer Agreement with Burns & McDonnell for Engineering Services for the Projects: Construct West Perimeter Roadway and Construct North Perimeter Roadway.







**RESOLUTION 2016-1995**

**Authorizing the Execution of a Retainer Agreement with Burns & McDonnell for Engineering Services for the Projects: Construct West Perimeter Roadway and Construct North Perimeter Roadway**

**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 intends to sponsor Illinois Department of Transportation, Division of Aeronautics (“IDA”) Airport Improvement Program projects to construct West and North Airside Perimeter Roadways (the “Projects”) at DuPage Airport; and

**WHEREAS**, IDA requires a qualification based engineering selection process through a Request for Qualifications (“RFQ”) in order to be eligible for reimbursement of engineering consultant fees; and

**WHEREAS**, the Authority has solicited an RFQ for design and construction phase engineering services for the Projects; and

**WHEREAS**, the Authority received and reviewed six (6) Statements of Qualifications and interviewed three (3) shortlisted firms; and

**WHEREAS**, the Authority has selected the firm of Burns & McDonnell as its engineering consultant for the Projects; and

**WHEREAS**, the Authority deems it to be in the best interests of the Authority to enter into a Retainer Agreement with Burns & McDonnell to provide engineering services for said Projects; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird to execute said Retainer Agreement with Burns & McDonnell for providing engineering services for the projects to: Construct West Perimeter Roadway and Construct North Perimeter Roadway; and

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 13th day of January 2016.

\_\_\_\_\_  
CHAIRMAN


(ATTEST)


\_\_\_\_\_  
SECRETARY

**RESOLUTION 2016-1995**



TO: Board of Commissioners

FROM: Dan Barna   
Procurement Manager

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2016-2004; Authorizing the Execution of a Design Phase Task Order with Burns & McDonnell for the Project: Construct West Perimeter Roadway.

DATE: January 4, 2016

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**SUMMARY:**

The Illinois Department of Transportation, Division of Aeronautics (“IDA”) has programmed and received funding for the project to: Construct West Perimeter Roadway, a 20’ wide airside perimeter road connecting the Flight Center Apron at Taxiway Lima to the Fuel Farm Facility and Taxiway Echo. The perimeter road will be located north of the Maintenance Building and west of Runway 10. The perimeter road will serve Airport vehicles/equipment, fuel trucks and emergency vehicles. This project has been identified by the Federal Aviation Administration, Runway Safety Action Team as a high priority project to minimize runway crossings by Airport vehicles, reduce vehicle/aircraft interaction and to ease ground congestion.

The Airport Authority has selected the firm of Burns & McDonnell to provide design and construction oversight on this project, while the project itself will be let by IDA. This project is scheduled for the June 10, 2016 IDA letting date, with construction to occur in August and complete in November.

Staff is in receipt of a Task Order from Burns & McDonnell for design phase services for a not-to-exceed amount of \$119,057.95 to be funded per the schedule identified in the Revenue or Funding Implications section of this memo.

**PREVIOUS COMMITTEE/BOARD ACTION:**

January 13, 2016 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

Estimated Project Cost Less Design Fees	\$1,227,266
Burns & McDonnell Design Fees	\$119,057.95
FAA Cable Relocation Reimbursable Agreement \$100,000 (\$50K West Road, \$50K North Road)	\$50,000
Estimated Total Project Cost	\$1,396,323.95
Federal Entitlement Funds	(\$307,581)
Federal Discretionary Funds	(\$651,420)
State Funds	(\$53,278)
<b>Estimated Local Share of Project</b>	<b>\$384,044.95</b>

The local share of this Project has been funded in the FY-2016 Capital Budget.

**STAKEHOLDER PROCESS:**

None.

**LEGAL REVIEW:**

Legal counsel and IDA has previously reviewed the Task Order for Design Phase Engineering with Burns & McDonnell.

**ATTACHMENTS:**

- Proposed Resolution 2016-2004; Authorizing the Execution of a Design Phase Task Order with Burns & McDonnell for the Project: Construct West Perimeter Roadway.

**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 2016-2004; Authorizing the Execution of a Design Phase Task Order with Burns & McDonnell for the Project: Construct West Perimeter Roadway.

**RESOLUTION 2016-2004**

**Authorizing the Execution of a Design Phase Task Order with Burns & McDonnell for the Project: Construct West Perimeter Roadway**

**WHEREAS**, the DuPage Airport Authority, an Illinois Special District ("Authority"), previously selected Burns & McDonnell to provide design and construction phase engineering services for the projects to: Construct West Perimeter Roadway and Construct North Perimeter Roadway pursuant to the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq. (the "Act");

**WHEREAS**, the Authority expects to pursue the accomplishment of a project described as Construct West Perimeter Roadway (the "Project"); and

**WHEREAS**, the Authority has previously entered into a Retainer Agreement with Burns & McDonnell for work at the DuPage Airport and is in receipt of a Design Phase Task Order from Burns & McDonnell for design services on said Project for a total not-to-exceed amount of \$119,057.95; and

**WHEREAS**, the Authority finds that the cost to provide said services is reasonable and deems it to be in the best interest of the Authority to enter into a Task Order with Burns & McDonnell for such design services.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird to execute a Task Order with Burns & McDonnell for a total not-to-exceed amount of \$119,057.95 and to take whatever steps necessary to effectuate the terms of said Task Order on behalf of the Authority.

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

Juan E. Chavez \_\_\_\_\_  
Stephen L. Davis \_\_\_\_\_  
Charles E. Donnelly \_\_\_\_\_  
Peter H. Huizenga \_\_\_\_\_  
Gina R. LaMantia \_\_\_\_\_

Michael V. Ledonne \_\_\_\_\_  
Gregory J. Posch \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_


Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 13th day of January, 2016.


\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

TO: Board of Commissioners

FROM: Dan Barna   
Procurement Manager

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2016-1996; Authorizing the Execution of a Cable Relocation Reimbursable Agreement Between the Federal Aviation Administration and the DuPage Airport Authority

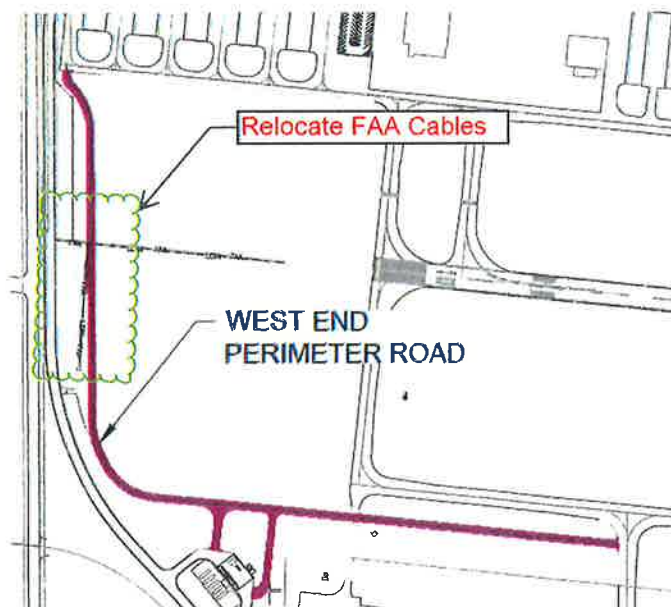
DATE: January 4, 2016

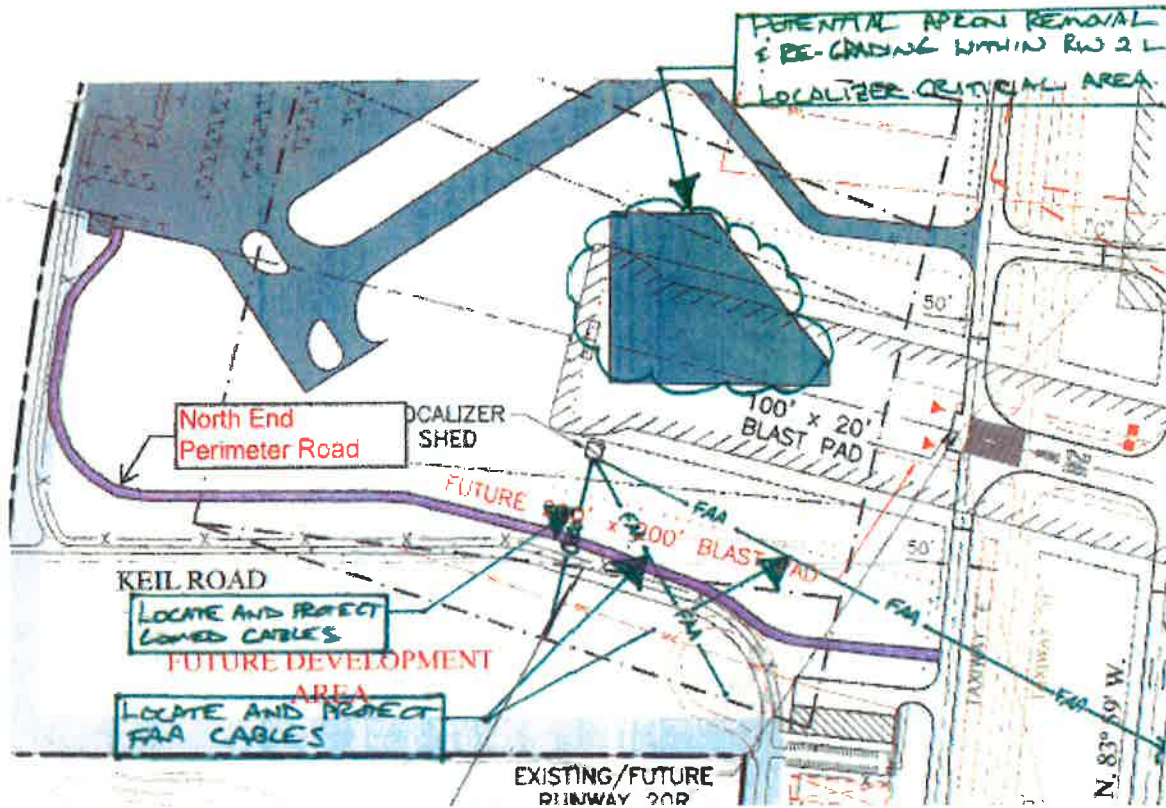
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**SUMMARY:**

The Airport Authority has determined that the projects to: Construct West Perimeter Roadway and Construct North Perimeter Roadway will impact Federal Aviation Administration (“FAA”) facility power and control cables servicing FAA equipment along Runway 10/28 and Runway 2L/20R.

Due to the impact caused by construction, the FAA is requiring that the Airport Authority enter into an Agreement to reimburse the FAA for engineering services related to the relocation of FAA owned conduits, cables and facilities. Staff is in receipt of the FAA Reimbursable Agreement for engineering services not-to-exceed \$100,000 for both the west and north perimeter roads.





**PREVIOUS COMMITTEE/BOARD ACTION:**

January 13, 2016 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

Estimated Project Cost Less Design Fees	\$1,227,266
Burns & McDonnell Design Fees	\$119,057.95
FAA Cable Relocation Reimbursable Agreement <b>\$100,000</b> (\$50K West Road, \$50K North Road)	\$50,000
Estimated Total Project Cost	\$1,396,323.95
Federal Entitlement Funds	(\$307,581)
Federal Discretionary Funds	(\$651,420)
State Funds	(\$53,278)
<b>Estimated Local Share of Project</b>	<b>\$384,044.95</b>

The FAA Cable Relocation Reimbursable Agreement has been funded in the FY-2016 Capital Budget. Fees associated with this Agreement may be eligible for reimbursement under future Transportation Improvement Program submittals.

**STAKEHOLDER PROCESS:**

None.

**LEGAL REVIEW:**

Legal counsel has previously reviewed the Cable Relocation Reimbursable Agreement Between the Federal Aviation Administration and the DuPage Airport Authority.

**ATTACHMENTS:**

- Proposed Resolution 2016-1996; Authorizing the Execution of a Cable Relocation Reimbursable Agreement Between the Federal Aviation Administration and the DuPage Airport Authority.

**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 2016-1996; Authorizing the Execution of a Cable Relocation Reimbursable Agreement Between the Federal Aviation Administration and the DuPage Airport Authority.



**RESOLUTION 2016-1996**

**Authorizing the Execution of a Cable Relocation Reimbursable Agreement Between the Federal Aviation Administration and the DuPage Airport Authority**

**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 intends to sponsor Illinois Department of Transportation Airport Improvement Program projects to construct West and North Airside Perimeter Roadways (the “Projects”) at DuPage Airport; and

**WHEREAS**, said Projects will impact Federal Aviation Administration (“FAA”) owned facility power and control cables servicing FAA equipment along Runway 10/28 and Runway 2L/20R at DuPage Airport; and

**WHEREAS**, the Authority is in receipt of a Cable Relocation Reimbursable Agreement (the “Agreement”) from the FAA to reimburse the FAA for providing engineering services required to relocate FAA facilities impacted by the Projects; and

**WHEREAS**, the FAA will provide engineering services required to relocate FAA facilities impacted by the Projects for a total not-to-exceed amount of \$100,000; 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 Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird to execute said Agreement with the Federal Aviation Administration for a total not-to-exceed amount of \$100,000, and to take whatever steps necessary to effectuate the terms of said Agreement.

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 13th day of January 2016.

\_\_\_\_\_  
CHAIRMAN


(ATTEST)


\_\_\_\_\_  
SECRETARY

**RESOLUTION 2016-1996**



TO: Board of Commissioners

FROM: Dan Barna   
Procurement Manager

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2016-1997; Authorizing the Execution of Design Phase Task Order No. 45 with CH2M for the Project: Landside Signage Plan

DATE: January 4, 2016

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**SUMMARY:**

The Airport Authority's 2016 Capital Budget includes a project to implement a landside signage plan for Airport property, not including the Prairie Landing Golf Club and DuPage Business Center. The Airport's landside areas currently lack consistent signage sizes, locations, color schemes, font and proper wayfinding language.

The signage plan will address these issues through standardized non-illuminated post and panel signage at Airport roadway entrances and intersection wayfinding points.

Staff is in receipt of Design Phase Task Order No. 45 from CH2M for developing a landside signage plan.

The scope of work to be conducted under this Task Order includes:

1. Concept development and subsequent design development.
2. Basis of design, including size, copy and color of each sign type, in accordance with FAA Advisory Circular 150/5369-12F Airport Signing and Graphics, City of West Chicago Sign Ordinance and Illinois Department of Transportation requirements.
3. Plans and specifications for bidding.

**PREVIOUS COMMITTEE/BOARD ACTION:**

January 13, 2016 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

2016 Capital Budget	\$250,000
CH2M Task Order No. 45 Landside Signage Plan	(\$31,540)
	\$218,460

**STAKEHOLDER PROCESS:**

None.

**LEGAL REVIEW:**

Standard form task order will be utilized.

**ATTACHMENTS:**

- Proposed Resolution 2016-1997; Authorizing the Execution of Design Phase Task Order No. 45 with CH2M for the Project: Landside Signage Plan.

**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 2016-1997; Authorizing the Execution of Design Phase Task Order No. 45 with CH2M for the Project: Landside Signage Plan.

**RESOLUTION 2016-1997**

**Authorizing the Execution of Design Phase Task Order No. 45 with CH2M for the Project:  
Landside Signage Plan**

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

**WHEREAS**, the Authority expects to pursue the accomplishment of a project described as Landside Signage Plan (the "Project"); and

**WHEREAS**, the Authority has previously entered into a Contract with CH2M for work at the DuPage Airport and is in receipt of Design Phase Task Order No. 45 from CH2M for design services on said Project for a total not-to-exceed amount of \$31,540; and

**WHEREAS**, the Authority finds that the cost to provide said services is reasonable and deems it to be in the best interest of the Authority to enter into Task Order No. 45 with CH2M for such design services.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird to execute Task Order No. 45 with CH2M for a total not-to-exceed amount of \$31,540 and to take whatever steps necessary to effectuate the terms of said Task Order on behalf of the Authority.

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

Juan E. Chavez \_\_\_\_\_  
Stephen L. Davis \_\_\_\_\_  
Charles E. Donnelly \_\_\_\_\_  
Peter H. Huizenga \_\_\_\_\_  
Gina R. LaMantia \_\_\_\_\_

Michael V. Ledonne \_\_\_\_\_  
Gregory J. Posch \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 13th day of January, 2016.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY



TO: Board of Commissioners

FROM: Dan Barna   
Procurement Manager

THROUGH: David Bird   
Executive Director

RE: Proposed Resolution 2016-1998; Authorizing the Execution of Task Order No. 44 with CH2M for the Project: Runway Obstruction Identification - Photogrammetric Study.

DATE: January 4, 2016

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**SUMMARY:**

The Airport Authority's 2016 Capital Budget includes a project to remove runway approach obstructions caused by trees. Such obstructions were noted in an Illinois Department of Transportation, Division of Aeronautics ("IDA") Annual 5010 (Master Record) Inspection.

During the inspection, all runway ends were surveyed utilizing handheld measuring devices to ensure minimum State and FAR Part 77 approach surfaces are maintained. The visual surveys revealed that Runway 15 contained several approach surface penetrations due to trees that require trimming or removal. The inspection also noted other trees which have grown and may eventually penetrate Runway 20L and Runway 33 approach surfaces.

Since the IDA handheld measuring devices are limited in identifying the exact location of each obstruction, a photogrammetric aeronautical survey is necessary.

Staff is in receipt of Task Order No. 44 from CH2M for conducting a photogrammetric survey to identify runway obstructions for a not-to-exceed amount of \$27,500.

The scope of work to be conducted under this Task Order includes:

1. Aerial imagery collection of approximately 350 acres. The imagery will be used to collect the location and elevation of structures, vegetation and their associated ground elevation.
2. New ortho-photography over the project limits will be developed.
3. Delivery of AutoCAD files with the top elevations and ground elevations of the items within the survey limits.



**Runway 15 Approach End**

**PREVIOUS COMMITTEE/BOARD ACTION:**

January 13, 2016 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

2016 Capital Budget	\$392,500
CH2M Task Order No. 44 Photogrammetric Study	(\$27,500)
	\$365,000

**STAKEHOLDER PROCESS:**

None.

**LEGAL REVIEW:**

Standard form task order will be utilized.

**ATTACHMENTS:**

- Proposed Resolution 2016-1998; Authorizing the Execution of Task Order No. 44 with CH2M for the Project: Runway Obstruction Identification - Photogrammetric Study.

**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 2016-1998; Authorizing the Execution of Task Order No. 44 with CH2M for the Project: Runway Obstruction Identification - Photogrammetric Study.

**RESOLUTION 2016-1998**

**Authorizing the Execution of Task Order No. 44 with CH2M for the Project: Runway Obstruction Identification – Photogrammetric Study**

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

**WHEREAS**, the Authority expects to pursue the accomplishment of a project described as Runway Obstruction Identification – Photogrammetric Study (the "Project"); and

**WHEREAS**, the Authority has previously entered into a Contract with CH2M for work at the DuPage Airport and is in receipt of Task Order No. 44 from CH2M for services on said Project for a total not-to-exceed amount of \$27,500; and

**WHEREAS**, the Authority finds that the cost to provide said services is reasonable and deems it to be in the best interest of the Authority to enter into Task Order No. 44 with CH2M for such services.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird to execute Task Order No. 44 with CH2M for a total not-to-exceed amount of \$27,500 and to take whatever steps necessary to effectuate the terms of said Task Order on behalf of the Authority.

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

Juan E. Chavez \_\_\_\_\_  
Stephen L. Davis \_\_\_\_\_  
Charles E. Donnelly \_\_\_\_\_  
Peter H. Huizenga \_\_\_\_\_  
Gina R. LaMantia \_\_\_\_\_

Michael V. Ledonne \_\_\_\_\_  
Gregory J. Posch \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_


Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 13th day of January, 2016.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY



**TO:** Board of Commissioners  
**FROM:** Mark Doles   
Director, Aviation Facilities and Properties



**THROUGH:** David Bird  
Executive Director

**RE:** Authorization of Proposed Resolution 2016-1999, Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: Design-Build Clear Span Aircraft Hangar

**DATE:** January 6, 2016

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**SUMMARY:**

This is a request to authorize execution of an Agreement for Construction Phase Support Services with CH2M relating to the approved construction of the clear span hangar in 2016.

Because of the magnitude of the project, the Airport Authority requires assistance in the form of independent oversight of this construction project. The scope of this Agreement includes:

- Review of project to ensure bridging documents are being adhered to
- Review of design submittals
- Act as owner's representative to assist with negation and preparation of any field changes
- Coordination , review and acceptance of certifications, shop drawings, and submittals
- Respond to all correspondence and request for information from the Design Builder
- Perform field observations of construction activities (apron, structure and utilities)
- Field inspection will be onsite two (2) days per week for the duration of the project
- Review of payment applications
- Attendance at weekly construction meetings

Staff received a proposal from CH2M not-to-exceed \$224,500 for these construction phase support services. This proposed fee is 2.36% of the total construction cost. On the construction of previous hangars, an independent fee analysis was performed that supported a fee in the range of 3-4% of the construction value. This fee appears fair and reasonable based upon that data.

**PREVIOUS COMMITTEE/BOARD ACTION:**

November 11, 2015 Board approves Resolution 2015-1979, Authorizing Award of a Design-Build Contract to Harbour Contractors, Inc. for Clear Span Aircraft Hangar Construction

**REVENUE OR FUNDING IMPLICATIONS:**

The FY'2016 Capital budget includes \$10,170,000 for the construction of this project. Based upon the GMP proposal from Harbour and other known costs, the following will be the committed and remaining funds.

FY' 2016 Budget	\$10,170,000
Harbour Contract	(\$ 9,532,700)
Owner's Contingency	(\$ 200,000)
<u>Builder's Risk Insurance</u>	<u>(\$ 13,640)</u>

Uncommitted Funds \$ 423,660

Proposed Construction Phase Support (\$ 224,500)

Remaining Budgeted Funds \$ 199,160

**STAKEHOLDER PROCESS:**

Not applicable

**LEGAL REVIEW:**

Legal counsel has previously reviewed the Master Agreement to which the existing Task Order and proposed amendment with CH2M will apply.

**ATTACHMENTS:**

- Proposed Resolution 2016-1999, Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: Design-Build Clear Span Aircraft Hangar

**ALTERNATIVES:**

The Board can deny, modify or amend this issue.

**RECOMMENDATION:**

It is the recommendation of the Executive Director and staff that the Board approves Resolution 2016-1999, Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: Design-Build Clear Span Aircraft Hangar at the January 13, 2016 Board meeting.

**RESOLUTION 2016-1999**

**Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project:  
Design-Build Clear Span Aircraft Hangar**

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

**WHEREAS**, the Authority expects to pursue the accomplishment of a project described as Design-Build Clear Span Aircraft Hangar (the "Project"); and

**WHEREAS**, the Authority has previously entered into a Contract with CH2M for work at the DuPage Airport and is in receipt of Construction Phase Task Order No. 40 from CH2M for construction phase services on said Project for a total not-to-exceed amount of \$224,500; and

**WHEREAS**, the Authority finds that the cost to provide said services is reasonable and deems it to be in the best interest of the Authority to enter into Task Order No. 40 with CH2M for such construction phase services.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird to execute Task Order No. 40 with CH2M for a total not-to-exceed amount of \$224,500 and to take whatever steps necessary to effectuate the terms of said Task Order on behalf of the Authority.

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

Juan E. Chavez \_\_\_\_\_  
Stephen L. Davis \_\_\_\_\_  
Charles E. Donnelly \_\_\_\_\_  
Peter H. Huizenga \_\_\_\_\_  
Gina R. LaMantia \_\_\_\_\_

Michael V. Ledonne \_\_\_\_\_  
Gregory J. Posch \_\_\_\_\_  
Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 13th day of January, 2016.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

## MEMORANDUM

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

**FROM:** Bruce E. Garner

**DATE:** January 5, 2016

**RE:** Sale to CenterPoint Properties Trust of Lot 2 in DuPage National Technology Park 2500 Enterprise Circle Assessment Plat – DS Container

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As you may remember, when DuPage Airport Authority (the “Authority”) contracted with CenterPoint Properties Trust (“CenterPoint”) in February of 2015 for the sale of the 14.55 acre parcel known as 2500 Enterprise Circle in the DuPage Business Center, the Authority granted CenterPoint an option to purchase the adjacent parcel containing 10.51 acres on or before September 30, 2017 (the “Subject Property”).

CenterPoint has now notified the Airport that it desires to exercise its option to purchase the Subject Property. In fact, you have already approved the Final Development Plan for the Subject Property, which is an expansion of the DS Container Project.

Counsel for the Authority and CenterPoint have drafted a Vacant Land Purchase Agreement utilizing the form contract agreed appended to the Agreement to Develop between the Authority and CenterPoint for the DuPage Business Center. The form agreement has not been modified for this transaction. The base terms include the following:

- a. 10.51 acres of land;
- b. Purchase price of \$1,350,699.00 or \$2.95 per square foot (as agreed to in February 2015 and the Amended Development and Lease Agreement);
- c. Due diligence period of 120 days from execution of the Agreement; and
- d. Closing date within 30 days after expiration of the due diligence period.

Accordingly, our firm recommends passing the Resolution authorizing the Executive Director of the Authority to enter into the Vacant Land Purchase Agreement for the sale of the Subject Property to CenterPoint.

**RESOLUTION 2016-2000**

**APPROVING VACANT LAND PURCHASE AGREEMENT WITH CENTERPOINT PROPERTIES TRUST FOR 10.51 ACRES AT 2500 ENTERPRISE CIRCLE (PROJECT STEEL)**

**WHEREAS**, the DuPage Airport Authority (the "Authority") originally owned in fee simple interest an approximate 25.06 acre parcel of property in the DuPage Business Center, which parcel is commonly known as 2500 Enterprise Circle, West Chicago, Illinois (the "2500 Enterprise Property"); and

**WHEREAS**, the Authority has previously reviewed the real property it owns and the Authority's short and long term needs and determined that the 2500 Enterprise Property is no longer needed by or required for Authority use; and

**WHEREAS**, pursuant to Article 16.1 of the Illinois Airport Authorities Act, the Authority previously offered all or a portion of the 2500 Enterprise Property for sale to the general public, and CenterPoint Properties Trust was the only bidder; and

**WHEREAS**, the Authority and CenterPoint Properties Trust previously negotiated a Purchase Agreement for the sale of 14.55 acres of the 2500 Enterprise Property (the "Original Purchase Agreement"); and

**WHEREAS**, that Original Purchase Agreement contained an option for the remaining 10.51 acres set forth in the attached Exhibit A (the "Option Property") which was available to be exercised by CenterPoint Properties Trust on or before September 30, 2017; and

**WHEREAS**, CenterPoint Properties Trust has exercised the option on the Option Property; and

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

**WHEREAS**, the Authority deems it in the best interests of the Authority and the general public to enter into the Purchase Agreement attached hereto as Exhibit B for the sale of the Option Property (the "Purchase Agreement"), subject to the conditions contained in said Purchase Agreement.

**NOW THEREFORE BE IT RESOLVED**, the Authority hereby agrees to enter into the Purchase Agreement attached hereto as Exhibit B and authorizes the Executive Director of the Authority to execute same and take whatever steps necessary to effectuate the terms of said Agreement on behalf of the Authority.

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

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

Gina R. LaMantia \_\_\_\_\_  
Michael LeDonne \_\_\_\_\_  
Gregory J. Posch \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 13th day of January, 2016.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY  
**RESOLUTION 2016-2000**

**EXHIBIT A - LEGAL DESCRIPTION OF PROPERTY**

LOT 2 IN DUPAGE NATIONAL TECHNOLOGY PARK 2500 ENTERPRISE DRIVE  
ASSESSMENT PLAT, BEING A PLAT OF PART OF THE NORTHWEST 1/4 OF SECTION  
18, TOWNSHIP 39 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN,  
ACCORDING TO THE PLAT THEREOF RECORDED APRIL 17, 2015 AS DOCUMENT  
R2015-39922, IN DU PAGE COUNTY, ILLINOIS

SAID PARCEL CONTAINS 457,864 SQUARE FEET OR 10.511 ACRES, MORE OR LESS.

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

PIN:                   04-18-101-002

**EXHIBIT B – VACANT LAND PURCHASE AGREEMENT**



**RESOLUTION 2016-2003**

**AUTHORIZING THE RE-NAMING OF THE DuPAGE AIRPORT AUTHORITY FLIGHT CENTER BUILDING TO THE DANIEL L. GOODWIN FLIGHT CENTER BUILDING**

**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**, Daniel L. Goodwin served as the Chairman of the Authority Board of Commissioners from January 2003 to January 2013; and

**WHEREAS**, Daniel L. Goodwin also served as a Commissioner on the Authority Board of Commissioners from October 8, 2002 to January 31, 2013; and

**WHEREAS**, Daniel L. Goodwin was instrumental in the Authority turning an annual loss into an annual profit; and

**WHEREAS**, through the leadership of Daniel L. Goodwin, the Authority eliminated all outstanding debt; and

**WHEREAS**, through the leadership of Daniel L. Goodwin, the Authority permanently reduced its property tax levy by over 80%; and

**WHEREAS**, as Chairman of the DuPage Technology Park, Daniel L. Goodwin was instrumental in reorganizing the business park; thereby creating a savings of approximately \$500,000 a year; and

**WHEREAS**, through the leadership of Daniel L. Goodwin, the Authority significantly reduced staffing by eliminating upper and middle-management positions; and

**WHEREAS**, through the leadership of Daniel L. Goodwin and the Board of Commissioners, the Authority revised all of its policies and procedures to incorporate best management practices and was recognized as a model airport authority throughout the country; and

**WHEREAS**, through the leadership of Daniel L. Goodwin, the Authority instituted rigorous, transparent financial oversight by its Board of Commissioners to monitor performance; and

**WHEREAS**, through the leadership of Daniel L. Goodwin, the Authority enacted some of the most stringent ethics reform and procurement transparency in the State of Illinois requiring, *inter alia*, all businesses that wish to perform services or provide goods to the Authority to list political contributions to local elected officials; and

**WHEREAS**, Daniel L. Goodwin was instrumental in the developing the Authority into an award-winning organization, which has been recognized by elected officials and by the aviation industry at the local, state and national levels; and

**WHEREAS**, Daniel L. Goodwin also serves as a philanthropic role model and is highly regarded for his work in a multitude of causes in DuPage County and in our region; and

**WHEREAS**, the Authority's Board of Commissioners wishes to recognize these and other considerable achievements and leadership of Daniel L. Goodwin and deems it in the best interests of the Authority to re-name the Flight Center Building at the DuPage Airport to the Daniel L. Goodwin Flight Center Building.

**NOW, THEREFORE, BE IT RESOLVED**, that the Commissioners of the DuPage Airport Authority hereby re-names the Flight Center Building at the DuPage Airport to the Daniel L. Goodwin Flight Center Building and that the Executive Director, David Bird, is hereby authorized to take whatever steps necessary to effectuate this Resolution.

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 13th day of January, 2016.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2016-2001**  
**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 January 13, 2016 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 13th day of January, 2016.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2016-2001**

**RESOLUTION 2016-2002**  
**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
- November 14, 2012, Capital Development & Leasing Committee Meeting
- January 9, 2013, Capital Development & Leasing Committee & Regular Board Meetings
- March 13, 2013, Capital Development & Leasing Committee & Regular Board Meetings
- June 12, 2013, Regular Board Meeting
- September 18, 2013, Regular Board Meeting
- November 20, 2013, Regular Board Meeting
- June 11, 2014, Capital Development & Leasing Committee Meeting
- July 2, 2014, Special 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 \_\_\_\_\_  
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Donald C. Sharp \_\_\_\_\_  
Daniel J. Wagner \_\_\_\_\_

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 13th day of January, 2016.

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CHAIRMAN

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SECRETARY