



BOARD OF COMMISSIONERS
REGULAR MEETING
WEDNESDAY, SEPTEMBER 20, 2017; 3:00 p.m.

DANIEL L. GOODWIN FLIGHT CENTER BUILDING
FIRST FLOOR CONFERENCE ROOM
2700 INTERNATIONAL DRIVE
WEST CHICAGO, ILLINOIS 60185

TENTATIVE AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. APPROVAL OF MINUTES TAB #1 PAGE #5
June 14, 2017 Regular Board Meeting
June 14, 2017 Capital Development, Leasing and
Customer Fees Committee Meeting
June 14, 2017 Finance Committee Meeting
5. DIRECTOR'S REPORT TAB #2 PAGE #17
6. REVIEW OF FINANCIAL STATEMENTS TAB #3 PAGE #23
7. REPORT OF OFFICERS/COMMITTEES
8. NEW BUSINESS
 - a. **Proposed Resolution 2017-2106; Approving the Use of Outside Auditors for the Year 2018.**
Appoints the firm of Sikich LLP as outside auditor for auditing the 2017 financial statements for an all-inclusive maximum fee of \$30,160.
FINANCE **TAB #4 PAGE #33**
 - b. **Proposed Resolution 2017-2107; Authorizing an Extension to the Professional Services Agreement with Next Generation Public Affairs, Inc. for Lobbyist Services.**
Authorizes the execution of an extension to the Agreement for lobbyist services. One year, subject to two (2) one (1) year extensions at the sole discretion of the Authority. Annual compensation of \$60,000 year 1, \$61,800 year 2, and \$63,654 year 3.
FINANCE **TAB #5 PAGE #37**

- c. **Proposed Resolution 2017-2108; Award of Bid to Nachurs Alpine Solutions for the Procurement of Sodium Formate Runway Deicing Material.**
Authorizes the procurement of up to 12 tons of Sodium Formate on an as-needed basis in an amount not-to-exceed \$19,845 for the 2017/2018 winter season.
FINANCE **TAB #6** **PAGE #41**
- d. **Proposed Resolution 2017-2109; Award of Bid to Ascent Aviation Group, Inc. for the Procurement of Potassium Acetate Runway Deicing Fluid.**
Authorizes the procurement of up to 8,000 gallons of Potassium Acetate on an as-needed basis in an amount not-to-exceed \$35,120 for the 2017/2018 winter season.
FINANCE **TAB #7** **PAGE #45**
- e. **Proposed Resolution 2017-2110; Award of Master Agreement to Overhead Door Solutions Inc. for On-Call Hangar Door Repair Services.**
Approves a two (2) year time and material Master Agreement for hangar door repair services on an as-needed basis. Not-to-exceed \$25,000 annually or \$5,000 per project.
FINANCE **TAB #8** **PAGE #49**
- f. **Proposed Resolution 2017-2111; Award of Contract to Fox Valley Fire & Safety Company for Sprinkler and Fire Alarm System Testing and Maintenance Services.**
Approves a one (1) year Sprinkler and Fire Alarm System Testing and Maintenance Contract subject to four (4) one (1) year extensions at the sole discretion of the Authority. Testing fees of \$14,800 year 1, \$21,250 year 2, \$15,000 each year for years 3, 4 and 5.
FINANCE **TAB #9** **PAGE #54**
- g. **Proposed Resolution 2017-2112; Award of Contract to Netrix LLC. for Managed IT Services.**
Approves a three (3) year Contract for Managed IT Services. Annual fees of \$61,410 for managed services, a \$111,632.21 equipment and software purchase, and annual internet services of \$12,588.
FINANCE **TAB #10** **PAGE #59**
- h. **Proposed Resolution 2017-2113; Authorizing the Execution of a Non-Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to Provide Airport Traffic Control Services at the DuPage Air Traffic Control Tower.**
Approves an Agreement between the Federal Aviation Administration ("FAA") and the DuPage Airport Authority whereby the FAA will provide staffing of the DuPage Air Traffic Control Tower from 10:00 PM to 6:00 AM for the period of October 1, 2017 through September 30, 2018. Total authorized cost of \$594,818.00.
FINANCE **TAB #11** **PAGE #64**
- i. **Proposed Resolution 2017-2114; Award of Contract to Campton Construction, Inc. for the DuPage Business Center Excavation Project.**
Approves a project to excavate and fill approximately 3,500 cubic yards of soil at the DuPage Business Center. Total authorized construction not-to-exceed \$51,700, which includes a 10% owner's contingency.
CAPITAL DEVELOPMENT **TAB #12** **PAGE #68**

- j. Proposed Resolution 2017-2115; Award of Contract to Quantum Sign Corporation for Fabrication and Installation of Exterior Wayfinding Signage.**
Approves a project to fabricate and install wayfinding landside signage on Airport property. Total authorized construction not-to-exceed \$126,409.80, which includes a 10% owner's contingency.
CAPITAL DEVELOPMENT **TAB #13** **PAGE #73**
- k. Proposed Resolution 2017-2116; Authorizing the Execution of a Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update.**
Authorizes the execution of a Professional Services Agreement to conduct an Airport Master Plan and ALP Update for a fee not-to-exceed \$709,942.
CAPITAL DEVELOPMENT **TAB #14** **PAGE #78**
- l. Proposed Resolution 2017-2117; Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski for 220 Acres.**
Authorizes a one (1) year Cash Farm Lease subject to two (2) one (1) year extensions at the sole discretion of the Authority. Annual rent of \$23,100 (\$105 per acre) paid on March 15th.
CAPITAL DEVELOPMENT **TAB #15** **PAGE #83**
- m. Proposed Resolution 2017-2118; Authorizing the Execution of Easement Agreement with Commonwealth Edison Company.**
Authorizes the execution of an easement to Commonwealth Edison Company for installation of facilities adjacent to Kautz Road and International Drive.
CAPITAL DEVELOPMENT **TAB #16** **PAGE #86**
- n. Proposed Resolution 2017-2119; Authorizing the Execution of Certain Documents for 1525 Kautz Road.**
Authorizes the execution of a Consent to Assignment of Land Lease and Estoppel Certificate for the tenant's assignment of the Land Lease Agreement for the Airport Authority property known as 1525 Kautz Rd., West Chicago, Illinois.
CAPITAL DEVELOPMENT **TAB #17** **PAGE #101**
- o. Proposed Resolution 2017-2120; Authorizing the Execution of a Waiver Agreement with CenterPoint Properties Trust to Terminate CNT's Exclusive Right to Develop and Lease the DuPage Business Center as it Relates to Norix Group, Inc.**
Agreement with CenterPoint Properties Trust to waive right to lease or sell land to Norix in exchange for fee of \$100,000.
CAPITAL DEVELOPMENT **TAB #18** **PAGE #109**
- p. Proposed Resolution 2017-2121; Approving the Execution of a Temporary Construction Easement Agreement Between the DuPage Airport Authority, the County of Kane and National Technologies NTI.**
Agreement to provide temporary construction easement to County of Kane and National Technologies NTI to make duct bank repairs in the DuPage Business Center.
CAPITAL DEVELOPMENT **TAB #19** **PAGE #113**

9. RECESS TO EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE OR IMMINENT LITIGATION; EMPLOYEE MATTERS; THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE DUPAGE AIRPORT AUTHORITY AND THE SETTING OF A PRICE FOR SALE OR LEASE OF PROPERTY OWNED BY THE DUPAGE AIRPORT AUTHORITY.
10. RECONVENE REGULAR SESSION
11. OTHER BUSINESS
12. ADJOURNMENT

**DuPAGE AIRPORT AUTHORITY
REGULAR BOARD MEETING
Wednesday, June 14, 2017**

The Regular Meeting of the Board of Commissioners of the DuPage Airport Authority was convened at the Daniel L. Goodwin Flight Center Building, 2700 International Drive, West Chicago, Illinois, First Floor Conference Room; Wednesday, June 14, 2017. Chairman Davis called the meeting to order at 3:00 p.m. and a quorum was present for the meeting.

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

Commissioners Absent: Huizenga

DuPage Airport Authority Staff Present: David Bird, Executive Director; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance and Prairie Landing Golf Club; Dan Barna, Operations and Capital Programs Manager; Brian DeCoudres, Flight Center General Manager; Pamela Miller, Executive Assistant and Board Liaison.

Others in Attendance: Phil Luetkehans, Schirott, Luetkehans and Garner; Dan McGady, Patrick Engineering; Patrick Brady, Next Generation Public Affairs; Russell Danwin, pilot.

Members of the Press:

None

PUBLIC COMMENT

No

APPROVAL OF MINUTES

Chairman Davis asked for additions or corrections to the minutes of the May 17, 2017 Regular Board Meeting and there were none. Commissioner Sharp made a **MOTION** to approve the minutes of the May 17, 2017 Regular Board Meeting and Commissioner Ledonne **seconded the motion**. The motion was passed unanimously by roll call vote (7-0). Commissioner LaMantia was not present for the vote.

Chairman Davis asked for additions or corrections to the minutes of the May 17, 2017 Capital Development, Leasing and Customer Fees Committee Meeting and there were none. Commissioner Sharp made a **MOTION** to approve the minutes of the May 17, 2017 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). Commissioner LaMantia was not present for the vote.

Chairman Davis asked for additions or corrections to the minutes of the May 17, 2017 Finance, Budget and Audit Committee Meeting and there were none. Commissioner Wagner made a **MOTION** to approve the minutes of the May 17, 2017 Finance, Budget and Audit Committee Meeting and Commissioner Sharp **seconded the motion**. The motion was passed unanimously by roll call vote (7-0). Commissioner LaMantia was not present for the vote.

DIRECTOR'S REPORT

Executive Director Bird discussed the monthly operating statistics:

Operations:

Numbers were trending down for most airports during April and May; staff continues to monitor this to determine why operations are significantly decreased. Airport Traffic Control Tower Chief, Shawnese Wright is returning to DuPage after the transfer of former Tower Chief, Michael Julius. Staff will soon meet with Ms. Wright to discuss her insight into the decreased operations numbers.

Fuel Sales (April):

100LL fuel sales were down nearly 9%.

Jet A sales, which is 92% of our market share, were increased nearly 9%; increased 7.3% from April 2016.

Total gallons of fuel sold from 2016 year-to-date increased 4.1%.

Fuels Sales (May):

May fuel sales are decreased with both 100LL and Jet A fuel, this mainly due to inclement weather in May.

Total fuel sales for May increased 2.1% from 2016 year-to-date.

Executive Director Bird reported new hangar construction is 99% completed with only the floor covering remaining to finish this project. He continued that the West Perimeter Roadway is essentially completed with landscaping ongoing. The North Perimeter Roadway project is scheduled to begin in late summer.

Executive Director Bird stated that City Administrator Michael Guttman, City of West Chicago, advised the City of Geneva will hold a public hearing regarding the proposed extension of Kautz Road to the South. Executive Director Bird and Patrick Brady, will attend the public hearing and will monitor the timing and progress of the project. Discussion followed and Executive Director Bird introduced Patrick Brady of Next Generation Public Affairs, who provides lobbyist services for the Airport Authority. Mr. Brady stated he is honored to represent DuPage Airport Authority and, being a General Aviation pilot himself, believes DuPage Airport is the finest General Aviation Airport in the country. Mr. Brady reviewed legislative initiatives at both the State and national levels relevant to the Airport Authority; legislation to increase the level of fines that can be invoked by the Airport Authority for managing recreational drones around DuPage Airport; national legislation relevant to the FAA and Airport Traffic Control Tower privatization. He advised the Airport Authority has a good relationship with the Division of Aeronautics as well as within the current administration. Mr. Brady continued that he will be reaching out to Illinois Congressional Delegations to make them aware the DuPage Airport Authority will be seeking assistance for the upcoming project to strengthen the primary runway. Mr. Brady stated he will also continue to work with John Carpenter of Choose DuPage regarding the Eola Road Extension. Discussion followed.

Commissioner LaMantia arrived at 3:15 pm.

REVIEW OF FINANCIAL STATEMENTS

Executive Director Bird asked Patrick Hoard to review the Financial Statements for May 2017 and discussion followed.

REPORT OF COMMITTEES

Finance, Budget and Audit Committee:

Commissioner Donnelly chaired the Finance, Budget and Audit Committee Meeting in Committee Chairman Huizenga's absence. Commissioner Donnelly reported the Committee met earlier in the day and discussed May Financial Statements as well as Ordinance 2017-312 for Prevailing Rate of Wages; Resolution 2018-2100 for Banking Services; Resolution 2017-2101 regarding ADP, LLC. for time, attendance and payroll services. All items were favorably recommended for passage by the Board.

Capital Development, Leasing and Customer Fees:

Commissioner Wagner reported that items appearing on the Board Meeting Agenda for the Capital Development Committee were discussed and favorably recommended for Board passage.

Internal Policy and Compliance Committee:

Commissioner LaMantia advised the Internal Policy and Compliance Committee did not meet and no report was given.

Golf Committee:

Commissioner Donnelly stated the Golf Committee did not meet prior to the Board Meeting. He commented on the Prairie Landing Golf Club Calendar of Events for June and reported 16 weddings have been booked for 2017; 14 weddings are currently booked for 2018. Discussion followed.

DuPage Business Center:

Ed Harrington of CenterPoint Properties Trust was not in attendance; no report provided. Executive Director Bird advised that an update will be provided during the Executive Session.

OLD BUSINESS

None

NEW BUSINESS

Proposed Ordinance 2017-313; 2017-2018 Prevailing Rate of Wages.

Executive Director Bird read into the record Proposed Ordinance 2017-313 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 Ordinance 2017-313; 2017-2018 Prevailing Rate of Wages. The **motion was seconded** by Commissioner Donnelly and was unanimously passed by roll call vote (8-0).

Proposed Resolution 2017-2100; Authorizing the Execution of a Banking Services Agreement with MB Financial.

Authorizes the execution of a three (3) year Banking Services Agreement, subject to two (2) one year extensions at the sole discretion of the Airport Authority.

Executive Director Bird read into the record Proposed Resolution 2017-2100 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 Donnelly to approve Proposed Resolution 2017-2100; Authorizing the Execution of a Banking Services Agreement with MB Financial. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (8-0).

Proposed Resolution 2017-2101; Authorizing the Execution of a Contract Extension with ADP, LLC. for Payroll, Time and Attendance Services.

Authorizes the execution of a five (5) year extension to the Contract with ADP for payroll, time and attendance services. No increase in fees until year 4 (2%) and year 5 (2%). Average annual fees of \$18,500.

Executive Director Bird read into the record Proposed Resolution 2017-2101 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 Donnelly to approve Proposed Resolution 2017-2101; Authorizing the Execution of a Contract Extension with ADP, LLC. for Payroll, Time and Attendance Services. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (8-0).

Proposed Resolution 2017-2102; Authorizing the Execution of a Contract to D Kersey Construction Company for the Flight Center Concierge Desk and Carpeting Renovation Project.

Approves a contract to construct a new concierge desk and replace carpeting in the 1st floor of the Flight Center Lobby. Total authorized construction not-to-exceed \$107,843.40 which includes a 5% owner's contingency.

Executive Director Bird read into the record Proposed Resolution 2017-2102 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 2017-2102; Authorizing the Execution of a Contract to D Kersey Construction Company for the Flight Center Concierge Desk and Carpeting Renovation Project. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (8-0).

Proposed Resolution 2017-2103; Award of Contract to Plote Construction Inc. for the Hangar Apron Replacement Project.

Approves a contract to remove and replace a 180' X 130' concrete aircraft parking apron. Total authorized construction not-to-exceed \$293,590 which includes a 10% owner's contingency.

Executive Director Bird read into the record Proposed Resolution 2017-2103 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 Posch to approve Proposed Resolution 2017-2103; Award of Contract to Plote Construction Inc. for the Hangar Apron Replacement Project. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (8-0).

Proposed Resolution 2017-2104; Authorizing the Execution of Construction Phase Task Order No. 3 with CH2M for the Project: Hangar Apron Replacement.

Authorizes the execution of a task order for construction phase observation related to the Hangar Apron Replacement Project. Fees not-to-exceed \$20,490.

Executive Director Bird read into the record Proposed Resolution 2017-2104 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 Sharp to approve Proposed Resolution 2017-2104; Authorizing the Execution of Construction Phase Task Order No. 3 with CH2M for the Project: Hangar Apron Replacement. The **motion was seconded** by Commissioner Chavez and was passed by roll call vote (8-0).

Proposed Resolution 2017-2105; Ratification of the Executive Director's Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Construct North Perimeter Roadway.

Ratifies the Executive Director's execution of a Participation Agreement in a Federal/State and locally funded project to construct an airside access roadway including the release of the Airport Authority's local share of \$63,973.

Executive Director Bird read into the record Proposed Resolution 2017-2105 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 2017-2105; Ratification of the Executive Director's Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation Division of Aeronautics for Participation in the Airport Improvement Program Project known as: Construct North Roadway. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (8-0).

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 Ledonne and was passed unanimously by roll call vote (8-0).

The Regular Meeting was recessed to Executive Session at 3:35 p.m. and was reconvened at 4:08 p.m.; upon roll call, a quorum was present.

OTHER BUSINESS

Proposed Ordinance 2017-314; Ordinance Providing for the Acquisition of a Portion of a Certain Property Commonly Known as the Pheasant Run Property Owned by the DuPage Airport Authority.

Ordinance authorizes the reduction of the take of property currently known as Pheasant Run down to approximately 94 acres and authorizes the acquisition of said property via settlement of eminent domain litigation.

Executive Director Bird read into the record Proposed Ordinance 2017-314 and there was no further discussion.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2017-313; Ordinance Providing for the Acquisition of a Portion of a Certain Property Commonly Known as the Pheasant Run Property Owned by the DuPage Airport Authority. The **motion was seconded** by Commissioner Sharp and was passed unanimously by roll call vote (8-0).

A **MOTION** was made by Commissioner Sharp to adjourn the Regular Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by voice vote; the meeting was adjourned at 4:10 p.m.

Stephen L. Davis
Chairman

(ATTEST)

Gina R. LaMantia
Secretary

**DuPAGE AIRPORT AUTHORITY
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE
WEDNESDAY, JUNE 14, 2017**

The meeting of the Capital Development, Leasing and Customer Fees Committee of the DuPage Airport Authority Board of Commissioners was convened at the Daniel L. Goodwin Flight Center Building, First Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Wednesday, June 14, 2017. Committee Chairman Wagner called the meeting to order at 2:45 p.m. A quorum was present for this meeting.

Commissioners Present: Chavez, Ledonne, Posch, Sharp, Wagner.
DAA Board Chairman Stephan Davis was also in attendance.

Absent: None

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

Others: Phil Luetkehans, Schirott, Luetkehans and Garner; Patrick Brady, Next Generation Public Affairs.

Press: None

CAPITAL DEVELOPMENT

NEW BUSINESS

Proposed Resolution 2017-2102; Award of Contract to D Kersey Construction Company for the Flight Center Concierge Desk and Carpeting Renovation Project.

Approves a contract to construct a new concierge desk and replace carpeting in the 1st floor of the Flight Center Lobby. Total authorized construction not-to-exceed \$107,843.40 which includes a 5% owner's contingency.

Dan Barna reviewed the project to replace the concierge desk in the Flight Center main lobby as well as carpet replacement in various areas of the Flight Center that was originally installed in 2011. He continued that Charles Vincent George prepared the design plans and bid specifications; six bids were received and upon evaluation D Kersey Construction was determined to be the lowest, responsive and responsible bidder. He reviewed the scope of work for this project and the costs involved. Discussion followed.

A **MOTION** was made by Commissioner Ledonne for Proposed Resolution 2017-2102; Award of Contract to D Kersey Construction Company for the Flight Center Concierge Desk and Carpeting Renovation Project. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (5-0).

Proposed Resolution 2017-2103; Award of Contract to Plote Construction Inc. for the Hangar Apron Replacement Project.

Approves a contract to remove and replace a 180' X 130" concrete aircraft parking apron. Total authorized construction not-to-exceed \$293,590 which includes a 10% owner's contingency.

Mr. Barna explained at the McDonalds Hangar apron there are concrete panels needing replacement. He continued that CH2M has prepared the design plans and specifications for replacement of these concrete panels, along with an alternate bid for replacing the entire apron; eight bids were received for this project. Mr. Barna advised that approval of Alternate 1 of the bid specification, for replacing the entire apron, is recommended. Discussion followed. Plote Construction was determined to be the low, responsive and responsible bidder. Mr. Barna reviewed the scope of work and the associated costs.

A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2017-2103; Award of Contract to Plote Construction Inc. for the Hangar Apron Replacement Project. The **motion was seconded** by Commissioner Ledonne and was unanimously passed by roll call vote (5-0).

Proposed Resolution 2017-2104; Authorizing the Execution of Construction Phase Task Order No. 3 with CH2M for the Project: Hangar Apron Replacement.

Authorizes the execution of a task order for construction phase observation related to the Hangar Apron Replacement project. Fees not-to-exceed \$20,490.

Mr. Barna continued this resolution will authorize CH2M to provide the construction observation phase of the McDonalds Hangar apron replacement. Discussion continued.

A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2017-2104; Authorizing the Execution of Construction Phase Task Order No. 3 with CH2M for the Project: Hangar Apron Replacement. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (5-0).

Proposed Resolution 2017-2105; Ratification of the Executive Director's Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Construct North Perimeter Roadway.

Ratifies the Executive Director's execution of a Participation Agreement in a Federal/State and locally funded project to construct an airside access roadway including the release of the Airport Authority's local share of \$63,973.

Mr. Barna reviewed the Airport Improvement Program (AIP) project that will be sponsored by the Division of Aeronautics for construction of the North Perimeter Roadway. He discussed the Federal/State funding received and the Airports local share of this project. The participation agreement is required to proceed with this project and due to timing issues the Executive Director executed this agreement prior to the Board Meeting. Staff is requesting the Board's ratification of this action.

A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2017-2105; Ratification of the Executive Director's Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Construct North Perimeter Roadway. The **motion was seconded** by Commissioner Ledonne and was unanimously passed by voice vote.

RECESS TO EXECUTIVE SESSION

There was no Executive Session.

OTHER BUSINESS

None

Commissioner Sharp 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 2:52 p.m.

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

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET AND AUDIT COMMITTEE
WEDNESDAY, JUNE 14, 2017**

A meeting of the Finance, Budget and Audit Committee of the DuPage Airport Authority Board of Commissioners was convened at the Daniel L. Goodwin Flight Center Building, First Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Wednesday, May 17, 2017. Committee Chairman Huizenga was absent and Commissioner Donnelly served as Acting Committee Chairman. Commissioner Donnelly called the meeting to order at 2:30 p.m. A quorum was present for the committee meeting.

Commissioners Present: Donnelly, Ledonne, Posch, Wagner.

Commissioner Juan Chavez was also in attendance.

Commissioners Absent: Huizenga, Sharp

DuPage Airport Authority Staff Present:

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

Others: Phillip Luetkehans, Schirott, Luetkehans and Garner.

OLD BUSINESS

None

NEW BUSINESS

REVIEW OF FINANCIAL STATEMENTS

Patrick Hoard reviewed the May 2017 Financial Statements and discussion followed:

Operating Revenues:

Airport Operations and Flight Center Fuel Operations revenues are on budget.

Prairie Landing Golf Club decreased 9% from the amount budgeted because of inclement weather; nine days under 45 rounds and three days of total course closure.

Total Operating Revenues are down 2%; actual versus budget.

Operating Expenses:

All businesses doing well; at or below the actual budget.

Airport Operations are decreased 7% from budget.

Flight Center Operations are flat.

Prairie Landing Golf Club decreased 15% from budget.

Total Operating Expenses decreased 5% actual versus budget.

Net Profit from Operations:

Total Profit from Operations is significantly better than budgeted.

Total Non-Operating Revenues/ Total Non-Operating Expenses:

No significant changes from April financial reporting.

Federal grant funds were received from the Illinois Department of Transportation for the West Perimeter Road construction.

Capital Development Program:

Significantly under the amount budgeted because of the anticipated land purchases that have not yet occurred.

Cash Ending Balance Ending:

Actual Year-to-Date Ending Cash Balance is \$13.3 million.

NEW BUSINESS**Proposed Ordinance 2017-313; 2017-2018 Prevailing Rate of Wages.**

Commissioner Donnelly reviewed the purpose for the Board's annual passage of this Ordinance and there was no further discussion.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Ordinance 2017-313; 2017-2018 Prevailing Rate of Wages. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2017-2100; Authorizing the Execution of a Banking Services Agreement with MB Financial.

Authorizes the execution of a three (3) year Banking Services Agreement, subject to two (2) one year extensions at the sole discretion of the Airport Authority.

Patrick Hoard stated the current agreement with MB Financial for banking services is nearing expiration. He continued that staff has solicited Request for Proposal (RFP) for a new three-year banking services agreement and three proposals were submitted: MB Financial First Midwest Bank and St. Charles Bank. The Executive Director established an evaluation panel and after review of these proposals, MB Financial was ranked the highest for providing banking services. He reviewed the scope and terms of this agreement with MB Financial. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2017-2100; Authorizing the Execution of a Banking Services Agreement with MB Financial. The **motion was seconded** by Commissioner Wagner and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2017-2101; Authorizing the Execution of a Contract Extension with ADP, LLC. for Payroll, Time and Attendance Services.

Authorizes the execution of a five (5) year extension to the Contract with ADP for payroll, time and attendance services. No increase in fees until year 4 (2%) and year 5 (2%). Average annual fees of \$18,500.

Commissioner Ledonne advised that retaining this contract with ADP is in the best interest of the Airport Authority and that changing these types of services often is time consuming and

expensive. He continued this extension will create significant costs savings and he fully supports the decision to retain ADP, LLC. There was no further discussion.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2017-2101; Authorizing the Execution of a Contract Extension with ADP, LLP. For Payroll, Time and Attendance Services. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (4-0).

OTHER BUSINESS

None

A **MOTION** was made by Commissioner Ledonne to adjourn the Finance, Budget and Audit Committee; the **motion was seconded** by Commissioner Posch and was passed unanimously by voice vote. The meeting adjourned at 2:42 p.m.

**Charles E. Donnelly, Acting Chairman
Finance, Budget and Audit Committee**



MONTHLY STATISTICS

July 2017

	Jul. '17	Jul. '16	'17 vs. '16	July Percent Change	YTD 2017	YTD 2016	'17 vs. '16	Percent Change
FUEL								
100LL	23,396	26,389	(2,993)	-11.3%	119,513	136,941	(17,428)	-12.7%
Jet A	207,837	205,463	2,374	1.2%	1,367,138	1,362,041	5,097	0.4%
Total Gallons	231,233	231,852	(619)	-0.3%	1,486,651	1,498,982	(12,331)	-0.8%
OPERATIONS								
Local	5,845	5,367	478	8.9%	26,694	29,392	(2,698)	-9.2%
Itinerant	4,955	5,317	(362)	-6.8%	26,116	29,758	(3,642)	-12.2%
Total Ops	10,800	10,684	116	1.1%	52,810	59,150	(6,340)	-10.7%
REGIONAL OPS								
Total OPS	Jul. '17	Jul. '16	'17 vs. '16	July Percent Change	YTD 2017	YTD 2016	'17 vs. '16	Percent Change
DuPAGE	10,800	10,684	116	1.1%	52,810	59,150	(6,340)	-10.7%
Palwaukee	8,278	7,604	674	8.9%	42,032	46,769	(4,737)	-10.1%
Aurora	4,662	6,344	(1,682)	-26.5%	26,127	35,551	(9,424)	-26.5%
Waukegan	4,403	4,782	(379)	-7.9%	23,834	26,278	(2,444)	-9.3%
State of Illinois	170,854	168,058	2,796	1.7%	1,076,868	1,100,311	(23,443)	-2.1%
Teterboro	13,727	14,039	(312)	-2.2%	100,596	98,570	2,026	2.1%
Van Nuys	20,956	19,089	1,867	9.8%	127,522	121,159	6,363	5.3%
Centennial	33,131	31,643	1,488	4.7%	177,909	195,013	(17,104)	-8.8%
Local OPS								
DuPAGE	5,845	5,367	478	8.9%	26,694	29,392	(2,698)	-9.2%
Palwaukee	2,110	1,911	199	10.4%	10,960	12,719	(1,759)	-13.8%
Aurora	2,092	3,017	(925)	-30.7%	12,708	17,692	(4,984)	-28.2%
Waukegan	1,322	1,712	(390)	-22.8%	7,399	9,608	(2,209)	-23.0%
State of Illinois	29,368	28,283	1,085	3.8%	200,104	199,722	382	0.2%
Teterboro	0	0	0		0	0	0	
Van Nuys	7,525	6,258	1,267	20.2%	41,485	36,318	5,167	14.2%
Centennial	16,687	15,185	1,502	9.9%	82,171	93,347	(11,176)	-12.0%
Itinerant OPS								
DuPAGE	4,955	5,317	(362)	-6.8%	26,116	29,758	(3,642)	-12.2%
Palwaukee	6,168	5,693	475	8.3%	31,072	34,050	(2,978)	-8.7%
Aurora	2,570	3,327	(757)	-22.8%	13,419	17,859	(4,440)	-24.9%
Waukegan	3,081	3,070	11	0.4%	16,435	16,670	(235)	-1.4%
State of Illinois	141,486	139,775	1,711	1.2%	876,764	900,589	(23,825)	-2.6%
Teterboro	13,727	14,039	(312)	-2.2%	100,596	98,570	2,026	2.1%
Van Nuys	13,431	12,831	600	4.7%	86,037	84,841	1,196	1.4%
Centennial	16,444	16,458	(14)	-0.1%	95,738	101,666	(5,928)	-5.8%

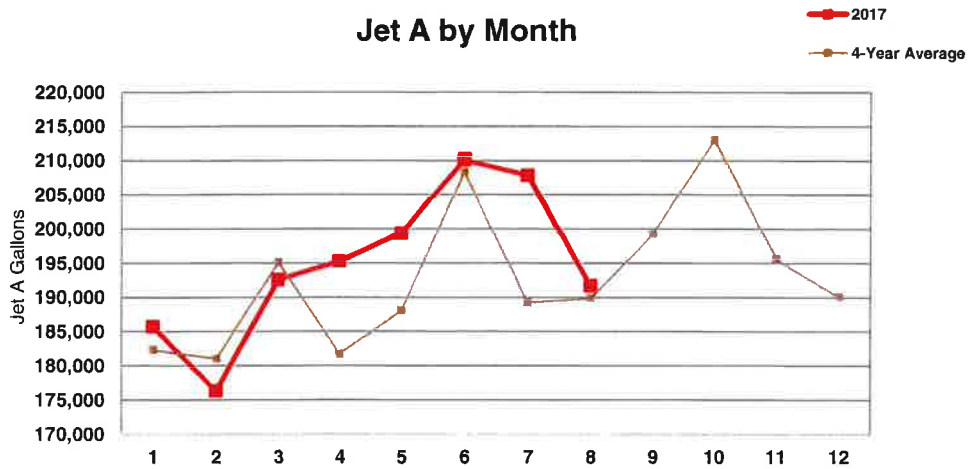


MONTHLY STATISTICS

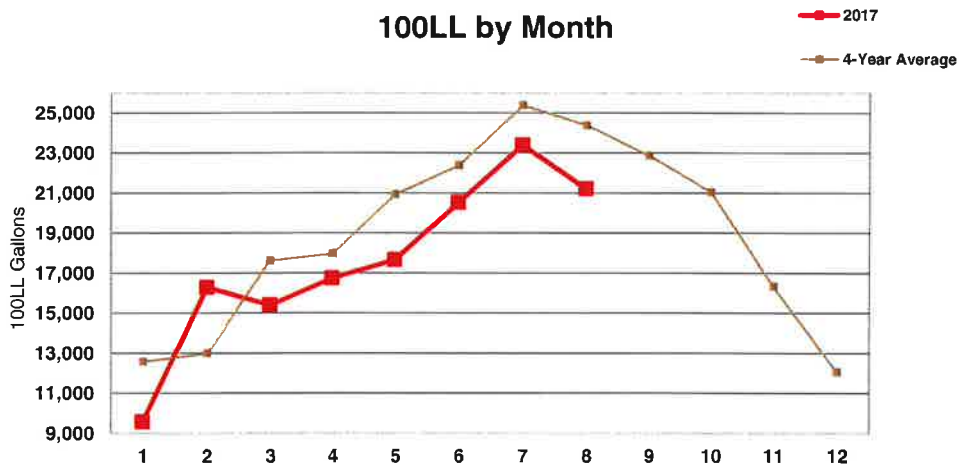
August 2017

	<u>Aug. '17</u>	<u>Aug. '16</u>	<u>'17 vs. '16</u>	<u>Aug. Percent Change</u>	<u>YTD 2017</u>	<u>YTD 2016</u>	<u>'17 vs. '16</u>	<u>Percent Change</u>
FUEL								
100LL	21,198	26,504	(5,306)	-20.0%	140,711	163,445	(22,734)	-13.9%
Jet A	191,726	202,276	(10,550)	-5.2%	1,558,864	1,564,317	(5,453)	-0.3%
Total Gallons	212,924	228,780	(15,856)	-6.9%	1,699,575	1,727,762	(28,187)	-1.6%

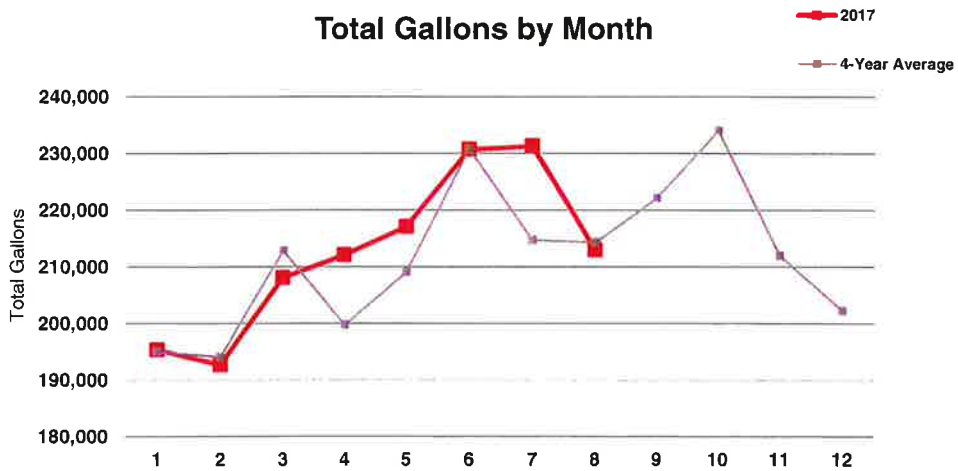
Jet A by Month

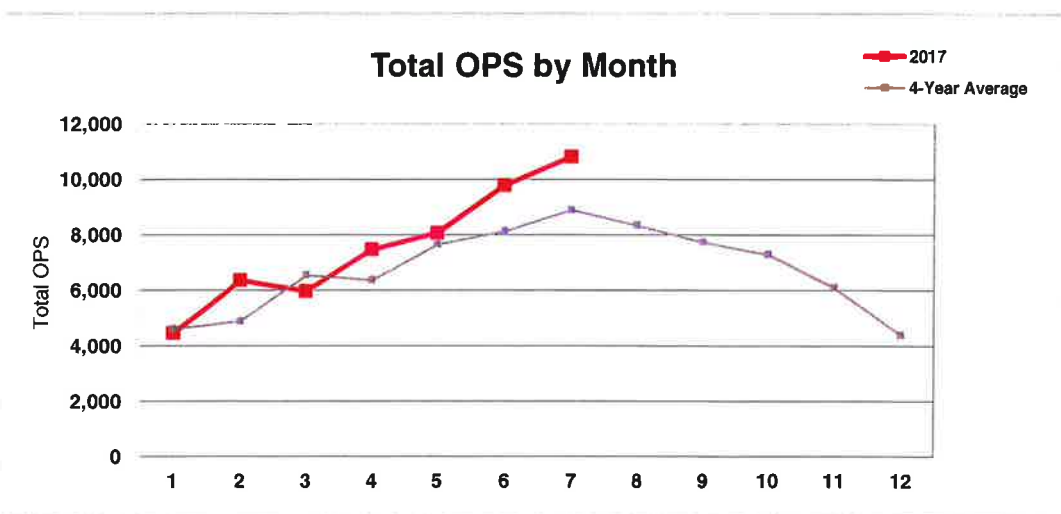
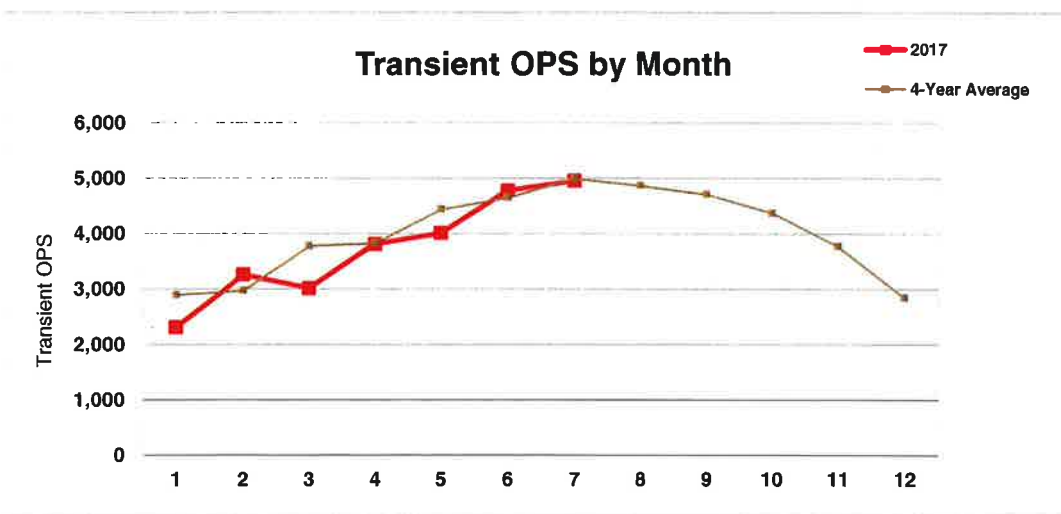
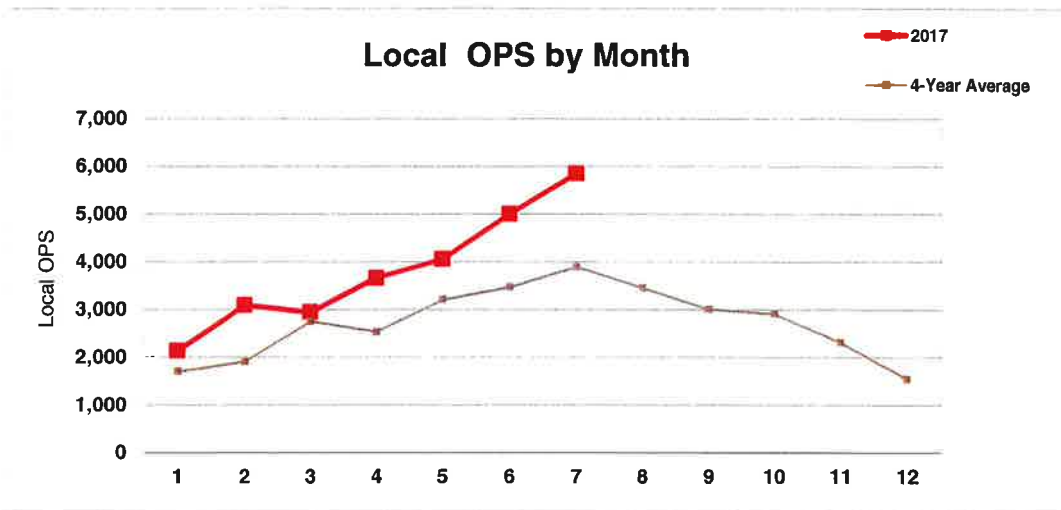


100LL by Month



Total Gallons by Month





DRAFT



DUPAGE AIRPORT AUTHORITY

DRAFT

BOARD OF COMMISSIONERS MEETING/HOLIDAY CALENDAR 2018

January

01/01/18	Monday	---	DAA HOLIDAY – New Year’s Day	
01/10/18	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
01/24/18	Wednesday	1:30 p.m.	Golf Committee	Flight Center
01/24/18	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
01/24/18	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
01/24/18	Wednesday	3:00 p.m.	Regular/Annual Board Meeting	Flight Center

February

NO SCHEDULED MEETINGS

March

03/14/18	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
03/21/18	Wednesday	1:30 p.m.	Golf Committee	Flight Center
03/21/18	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
03/21/18	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
03/21/18	Wednesday	3:00 p.m.	Regular Board	Flight Center

April

NO SCHEDULED MEETINGS

May

05/16/18	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
05/23/18	Wednesday	1:30 p.m.	Golf Committee	Flight Center
05/23/18	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
05/23/18	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
05/23/18	Wednesday	3:00 p.m.	Regular Board	Flight Center
05/28/18	Monday	---	DAA HOLIDAY – Memorial Day	

June

06/13/18	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
06/20/18	Wednesday	1:30 p.m.	Golf Committee	Flight Center
06/20/18	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
06/20/18	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
06/20/18	Wednesday	3:00 p.m.	Regular Board	Flight Center

July

NO SCHEDULED MEETINGS

07/04/18	Wednesday	---	DAA Holiday – Independence Day	
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August
NO SCHEDULED MEETINGS

September

09/03/18	Monday	---	DAA Holiday – Labor Day	
09/12/18	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
09/19/18	Wednesday	1:30 p.m.	Golf Committee	Flight Center
09/19/18	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
09/19/18	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
09/19/18	Wednesday	3:00 p.m.	Regular Board	Flight Center

October
NO SCHEDULED MEETINGS

November

11/07/18	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
11/14/18	Wednesday	1:30 p.m.	Golf Committee	Flight Center
11/14/18	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
11/14/18	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
11/14/18	Wednesday	3:00 p.m.	Regular Board	Flight Center
11/22/18	Thursday	---	DAA HOLIDAY – Thanksgiving Day	

December
NO SCHEDULED MEETINGS

12/25/18	Tuesday	---	DAA HOLIDAY – Christmas Day	
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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
Daniel L. Goodwin Flight Center Building
 2700 International Drive
 West Chicago, Illinois 60185
 (630) 584-2211



DUPAGE AIRPORT AUTHORITY

8/31/2017

**FINANCIALS
PRE-AUDIT
COMMISSIONERS**

Board Summary
DuPage Airport Authority
YTD August 2017

	YTD Budget	YTD Actual	Percent Change Actual vs Budget
Beginning Cash Balance- Unrestricted	12,210,895	12,210,895	
Beginning Cash Balance - Restricted	7,912,119	7,912,119	
	<u>20,123,014</u>	<u>20,123,014</u>	
<u>OPERATING REVENUES</u>			
Airport Operations	2,563,944	2,541,215	-1%
Flight Center Fuel Operations	6,537,112	6,614,580	1%
Prairie Landing Golf Club	1,804,386	1,675,767	-7%
TOTAL OPERATING REVENUES	<u>10,905,442</u>	<u>10,831,562</u>	-1%
<u>OPERATING EXPENSES</u>			
Airport Operations	4,540,126	4,152,297	-9%
Flight Center Fuel Operations	4,517,721	4,605,174	2%
Prairie Landing Golf Club	1,563,351	1,391,549	-11%
TOTAL OPERATING EXPENSES	<u>10,621,198</u>	<u>10,149,020</u>	-4%
Net Profit (Loss) from Operations	284,244	682,542	140%
<u>NON-OPERATING REVENUES</u>			
Miscellaneous Taxes	47,300	50,422	7%
Property Taxes/Abatements	3,134,946	3,222,848	3%
Federal & State Grants	0	414,502	0%
Investment Income	16,664	22,048	32%
Unrealized Gain (Loss) from Investments	0	(36)	0%
Gain (Loss) on Sale of Fixed Assets	20,000	422,221	2011%
TOTAL NON-OPERATING REVENUES	<u>3,218,910</u>	<u>4,132,005</u>	28%
<u>NON-OPERATING EXPENSES</u>			
Property Tax (DAA)	142,000	145,437	2%
Property Tax (PLGC)	166,664	156,970	-6%
TOTAL NON-OPERATING EXPENSES	<u>308,664</u>	<u>302,407</u>	-2%
Net Profit (Loss) from Non-Operations	2,910,246	3,829,598	32%
Net Profit (Loss) Excluding Depreciation	3,194,490	4,512,140	41%
Total YTD Revenues	14,124,352	14,963,568	6%
Total YTD Expenditures	10,929,862	10,451,428	-4%
CAPITAL DEVELOPMENT PROGRAMS	12,816,088	7,250,433	-43%
MAJOR MAINTENANCE	206,300	165,541	-20%
FUTURE PROJECT EXPENSE	0	0	0%
TRANSFERS IN (OUT)	0	0	0%
Adjustment for Non-Cash Activities	0	(2,116,405)	
Cash Balance - Ending	10,295,116	15,102,775	47%

DUPAGE AIRPORT AUTHORITY
COMBINING BALANCE SHEET
Month of August 2017

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
ASSETS				
Current Assets				
Cash & Cash Equivalents	1,495,140	13,309,770	297,866	15,102,775
Receivables				-
Property Taxes	6,021,666	-	-	6,021,666
Accounts Receivable	117,242	332,309	33,095	482,646
Notes Receivable TEA Current Portion	47,400	-	-	47,400
Notes Receivable TEA Long term Portion	25,032	-	-	25,032
Due To/From Prairie Landing Golf Club	1,262,307	-	-	1,262,307
Due To/From DuPage Bus. Park Owner Assoc.	30,000	-	-	30,000
Prepaid Expenses	155,931	45,444	6,950	208,325
Vehicle Fuel Inventory	18,643	-	-	18,643
Inventories	-	174,715	76,939	251,653
Total Current Assets	9,173,362	13,862,237	414,850	23,450,449
Other Assets				
Pension Items - IMRF	899,220	375,235	384,396	1,658,850
Total Other Assets	899,220	375,235	384,396	1,658,850
Capital Assets				
Cost	327,520,925	880,465	2,416,616	330,818,006
Construction in Progress	15,866,969	-	-	15,866,969
	343,387,894	880,465	2,416,616	346,684,976
Accumulated Depreciation/Amortization	(186,032,738)	(767,752)	(2,375,161)	(189,175,651)
Total Capital Assets	157,355,156	112,713	41,456	157,509,325
TOTAL ASSETS	167,427,737	14,350,185	840,701	182,618,624

DUPAGE AIRPORT AUTHORITY
COMBINING BALANCE SHEET
Month of August 2017

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
LIABILITIES				
Current Liabilities				
Accounts Payable	871,032	157,539	22,090	1,050,661
Accrued Liabilities	535,468	97,598	342,594	975,660
Due to/from DuPage Airport Authority	-	-	1,262,307	1,262,307
Deferred Income - Operations	1,652,825	123,212	-	1,776,037
Deferred Income Property Taxes	6,021,665	-	-	6,021,665
Total Current Liabilities	9,080,990	378,349	1,626,992	11,086,330
Long-Term Liabilities				
Security Deposits	90,061	-	144,211	234,273
Net Pension Liability	786,574	328,229	336,242	1,451,045
Total Long-Term Liabilities	876,635	328,229	480,454	1,685,318
TOTAL LIABILITIES	9,957,625	706,577	2,107,445	12,771,648
NET ASSETS				
Net Assets				
Investment in Capital Assets, January 1	154,521,836	122,841	62,799	154,707,477
Changes in Net Capital Assets	2,833,320	(10,128)	(21,343)	2,801,848
Net Investment in Capital Assets	157,355,156	112,713	41,456	157,509,325
Restricted for Future Capital Assets, January 1	-	-	-	-
Changes in Restricted for Future Capital Assets	396,605	-	-	396,605
Net Restricted for Future Capital Assets	396,605	-	-	396,605
Designated for Future Capital Assets, January 1	7,912,119	-	-	7,912,119
Changes in Designated for Future Capital Assets	(5,057,586)	-	-	(5,057,586)
Net Designated for Future Capital Assets	2,854,532	-	-	2,854,532
Unrestricted Assets, January 1	(2,833,788)	11,521,489	(1,358,336)	7,329,366
Changes in Unrestricted Assets	1,827,662	10,128	21,343	1,859,133
Net Income (Loss)	(2,130,055)	1,999,278	28,792	(101,985)
Intrafund Transfers - Transfer from Tech Park	-	-	-	-
Net Unrestricted Assets	(3,136,181)	13,530,895	(1,308,200)	9,086,514
TOTAL NET ASSETS	157,470,112	13,643,608	(1,266,744)	169,846,976
TOTAL LIABILITIES AND NET ASSETS	167,427,737	14,350,185	840,701	182,618,624

DUPAGE AIRPORT AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
YTD August 2017

	AIRPORT OPERATIONS	DuPAGE FLIGHT CENTER	PRAIRIE LANDING GOLF CLUB	TOTALS
Revenues				
Field Operations	618,547	0	0	618,547
Building Operations	1,631,437	0	0	1,631,437
Flight Center Building	152,958	0	0	152,958
Administrative	138,273	0	0	138,273
Fuel and Oil Sales	0	6,399,852	0	6,399,852
De-ice, Lav Service, Preheats, APU, Tows	0	28,137	0	28,137
Overnight Fees - Transient	0	19,377	0	19,377
Hangar Rental	0	150,974	0	150,974
Golf Operations	0	0	1,008,411	1,008,411
Food and Beverage	0	11,097	194,286	205,383
Kitty Hawk Deli	0	0	18,198	18,198
Banquet	0	0	452,510	452,510
Miscellaneous	0	5,143	2,362	7,505
Total Revenues	2,541,215	6,614,580	1,675,767	10,831,562
Operating Expenses				
Field Operations	1,065,723	0	0	1,065,723
Building Operations	590,645	0	0	590,645
Flight Center Building	160,281	0	0	160,281
Shop Equipment	311,978	0	0	311,978
Projects & Procurement	221,880	0	0	221,880
Fuel and Oil	0	3,260,763	0	3,260,763
Maintenance	0	166,900	0	166,900
Credit Card Expense	0	82,607	28,178	110,785
Golf Course Maintenance	0	0	477,050	477,050
Golf Operations	0	0	237,324	237,324
Food and Beverage	0	47,764	199,133	246,897
Kitty Hawk - Deli	0	0	18,198	18,198
Banquet	0	0	190,222	190,222
Total Operating Expenses	2,350,506	3,558,035	1,150,106	7,058,647
Gross Profit (Loss)	190,709	3,056,545	525,662	3,772,916
General and Administrative				
Administration	1,458,750	1,022,518	241,444	2,722,712
Commissioners	69,946	0	0	69,946
Business Development & Marketing	48,960	24,621	0	73,581
Accounting	224,134	0	0	224,134
Total General & Administrative	1,801,790	1,047,139	241,444	3,090,374
Operating Income (Loss) Before Depreciation & Principal Reductions	(1,611,081)	2,009,406	284,218	682,542
Non-Operating Revenues (Expenses)				
Taxes - Property	3,222,848	0	0	3,222,848
Taxes - Other	50,422	0	0	50,422
Taxes - Paid	(145,437)	0	(156,970)	(302,407)
Federal & State Grants	414,502	0	0	414,502
Investment Income	22,048	0	0	22,048
Unrealized Gain (Loss) from Investments	(36)	0	0	(36)
Amortization (Expense)	0	0	0	0
Gain (Loss) on Sale of Fixed Assets	422,221	0	0	422,221
Other Revenue (Expenses)	0	0	0	0
Total Non-Operating Revenues (Expenses)	3,986,568	0	(156,970)	3,829,598
Net Income (Loss) before Adjustments	2,375,487	2,009,406	127,248	4,512,140
Depreciation	4,417,113	10,128	21,343	4,448,585
Major Maintenance Expense	88,428	0	77,112	165,541
Future Project Expense	0	0	0	0
Transfers (In) Out	0	0	0	0
Net Income	(2,130,055)	1,999,278	28,792	(101,985)

Total DuPage Airport Authority
STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 8/31/2017

	Month			YTD			2017 Annual Budget			Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance	2017	2016	Variance	2017	2016	Variance	2017	2016	Variance
REVENUES															
Airport Operations	\$ 263,579	\$ 301,077	\$ (37,498)	\$ 2,541,215	\$ 2,563,944	\$ (22,729)	\$ 3,767,101	\$ 333,858	\$ (70,279)	\$ 2,541,215	\$ 2,922,462	\$ (381,247)	\$ 2,541,215	\$ 2,922,462	\$ (381,247)
Prairie Landing Golf Club	\$ 354,475	\$ 388,081	\$ (33,606)	\$ 1,675,767	\$ 1,804,386	\$ (128,619)	\$ 2,573,559	\$ 362,299	\$ (7,824)	\$ 1,675,767	\$ 1,769,445	\$ (93,677)	\$ 1,675,767	\$ 1,769,445	\$ (93,677)
DuPage Flight Center	\$ 857,109	\$ 817,139	\$ 39,970	\$ 6,614,580	\$ 6,537,112	\$ 77,468	\$ 9,805,668	\$ 820,831	\$ 96,278	\$ 6,614,580	\$ 6,210,689	\$ 403,891	\$ 6,614,580	\$ 6,210,689	\$ 403,891
Total Revenues	\$ 1,475,163	\$ 1,506,297	\$ (31,134)	\$ 10,831,562	\$ 10,905,442	\$ (73,880)	\$ 16,146,328	\$ 1,516,988	\$ (41,825)	\$ 10,831,562	\$ 10,902,596	\$ (71,033)	\$ 10,831,562	\$ 10,902,596	\$ (71,033)
OPERATING EXPENSES															
Airport Operations	\$ 263,391	\$ 331,154	\$ (67,763)	\$ 2,350,506	\$ 2,641,065	\$ (290,559)	\$ 4,012,549	\$ 267,350	\$ (3,959)	\$ 2,350,506	\$ 2,306,570	\$ 43,937	\$ 2,350,506	\$ 2,306,570	\$ 43,937
Prairie Landing Golf Club	\$ 193,257	\$ 214,831	\$ (21,574)	\$ 1,121,928	\$ 1,251,851	\$ (129,923)	\$ 1,838,805	\$ 178,452	\$ 14,804	\$ 1,121,928	\$ 1,132,124	\$ (10,196)	\$ 1,121,928	\$ 1,132,124	\$ (10,196)
DuPage Flight Center	\$ 460,022	\$ 424,913	\$ 35,109	\$ 3,558,035	\$ 3,999,304	\$ (441,269)	\$ 5,098,956	\$ 429,667	\$ 30,354	\$ 3,558,035	\$ 3,156,317	\$ 401,717	\$ 3,558,035	\$ 3,156,317	\$ 401,717
Total Cost of Sales	\$ 916,669	\$ 970,898	\$ (54,229)	\$ 7,030,469	\$ 7,292,220	\$ (261,751)	\$ 10,950,310	\$ 875,470	\$ 41,199	\$ 7,030,469	\$ 6,595,011	\$ 435,458	\$ 7,030,469	\$ 6,595,011	\$ 435,458
Gross Profit/(Loss)	\$ 558,494	\$ 535,399	\$ 23,095	\$ 3,801,093	\$ 3,613,222	\$ 187,871	\$ 5,196,018	\$ 641,518	\$ (83,024)	\$ 3,801,093	\$ 4,307,584	\$ (506,491)	\$ 3,801,093	\$ 4,307,584	\$ (506,491)
GENERAL AND ADMINISTRATIVE															
Airport Operations	\$ 174,945	\$ 234,281	\$ (59,336)	\$ 1,801,790	\$ 1,899,061	\$ (97,271)	\$ 2,896,788	\$ 204,463	\$ (29,518)	\$ 1,801,790	\$ 1,901,740	\$ (99,949)	\$ 1,801,790	\$ 1,901,740	\$ (99,949)
Prairie Landing Golf Club	\$ 36,472	\$ 40,057	\$ (3,585)	\$ 269,621	\$ 311,500	\$ (41,879)	\$ 460,131	\$ 39,337	\$ (2,866)	\$ 269,621	\$ 303,852	\$ (34,231)	\$ 269,621	\$ 303,852	\$ (34,231)
DuPage Flight Center	\$ 131,381	\$ 134,008	\$ (2,627)	\$ 1,047,139	\$ 1,118,417	\$ (71,278)	\$ 1,725,534	\$ 119,241	\$ 12,139	\$ 1,047,139	\$ 954,583	\$ 92,556	\$ 1,047,139	\$ 954,583	\$ 92,556
Total G&A Costs	\$ 342,797	\$ 408,346	\$ (65,549)	\$ 3,118,551	\$ 3,328,978	\$ (210,427)	\$ 5,082,453	\$ 363,042	\$ (20,245)	\$ 3,118,551	\$ 3,160,175	\$ (41,624)	\$ 3,118,551	\$ 3,160,175	\$ (41,624)
Operating Income/(Loss)	\$ 215,698	\$ 127,053	\$ 88,645	\$ 682,542	\$ 284,244	\$ 398,298	\$ 113,565	\$ 278,476	\$ (62,779)	\$ 682,542	\$ 1,147,409	\$ (464,867)	\$ 682,542	\$ 1,147,409	\$ (464,867)
NON-OPERATING REVENUES/(EXPENSES)															
Property and Other Tax Revenue	\$ 78,489	\$ 84,678	\$ (6,189)	\$ 3,273,270	\$ 3,182,246	\$ 91,024	\$ 6,061,500	\$ 94,264	\$ (15,775)	\$ 3,273,270	\$ 3,247,030	\$ 26,240	\$ 3,273,270	\$ 3,247,030	\$ 26,240
Property Tax Expenses	\$ (39,307)	\$ (38,583)	\$ (724)	\$ (302,407)	\$ (308,664)	\$ 6,257	\$ (462,996)	\$ (32,998)	\$ (6,310)	\$ (302,407)	\$ (241,367)	\$ (61,041)	\$ (302,407)	\$ (241,367)	\$ (61,041)
Federal & State Grants	\$ 209	\$ 209	\$ -	\$ 414,502	\$ 414,502	\$ -	\$ 1,012,279	\$ 209	\$ 209	\$ 414,502	\$ -	\$ 414,502	\$ 414,502	\$ -	\$ 414,502
Investment Income	\$ 6,380	\$ 2,083	\$ 4,297	\$ 22,048	\$ 16,664	\$ 5,384	\$ 24,996	\$ 19,575	\$ (3,195)	\$ 22,048	\$ 110,708	\$ (88,660)	\$ 22,048	\$ 110,708	\$ (88,660)
Unrealized Gain/Loss from Investments	\$ -	\$ -	\$ -	\$ (36)	\$ -	\$ (36)	\$ -	\$ (44,720)	\$ 44,720	\$ (36)	\$ -	\$ (112,465)	\$ (36)	\$ -	\$ (112,465)
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ -	\$ 2,500	\$ (2,500)	\$ 422,221	\$ 20,000	\$ 402,221	\$ 30,000	\$ 1,110	\$ (1,110)	\$ 422,221	\$ 1,040,740	\$ (618,519)	\$ 422,221	\$ 1,040,740	\$ (618,519)
Total Non-Operating Revenues/(Expenses)	\$ 45,771	\$ 50,678	\$ (4,907)	\$ 3,829,598	\$ 2,910,246	\$ 919,352	\$ 6,665,779	\$ 37,231	\$ 8,540	\$ 3,829,598	\$ 4,269,540	\$ (439,942)	\$ 3,829,598	\$ 4,269,540	\$ (439,942)
Net Income/(Loss) before Depreciation	\$ 261,469	\$ 177,731	\$ 83,738	\$ 4,512,140	\$ 3,194,490	\$ 1,317,650	\$ 6,779,344	\$ 315,708	\$ (54,239)	\$ 4,512,140	\$ 5,416,949	\$ (904,809)	\$ 4,512,140	\$ 5,416,949	\$ (904,809)
Depreciation	\$ 562,957	\$ 581,180	\$ (18,223)	\$ 4,448,585	\$ 4,649,440	\$ (200,855)	\$ 6,974,160	\$ 573,718	\$ (10,761)	\$ 4,448,585	\$ 4,581,635	\$ (133,050)	\$ 4,448,585	\$ 4,581,635	\$ (133,050)
Net Income/(Loss) after Depreciation	\$ (301,488)	\$ (403,449)	\$ 101,961	\$ 63,555	\$ (1,454,950)	\$ 1,518,505	\$ (194,816)	\$ (258,010)	\$ (43,478)	\$ 63,555	\$ 835,314	\$ (771,759)	\$ 63,555	\$ 835,314	\$ (771,759)
Major Maintenance	\$ (31,635)	\$ 24,800	\$ (56,435)	\$ 165,541	\$ 206,300	\$ (40,759)	\$ 545,700	\$ 34,167	\$ (65,802)	\$ 165,541	\$ 86,986	\$ 78,555	\$ 165,541	\$ 86,986	\$ 78,555
Engineering Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,928	\$ (6,928)	\$ -	\$ 7,097	\$ (7,097)	\$ -	\$ 7,097	\$ (7,097)
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income/(Loss)	\$ (269,853)	\$ (428,249)	\$ 158,396	\$ (101,985)	\$ (1,661,250)	\$ 1,559,265	\$ (740,516)	\$ (299,105)	\$ 29,252	\$ (101,985)	\$ 741,231	\$ (843,217)	\$ (101,985)	\$ 741,231	\$ (843,217)

Airport and Administration
STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 8/31/2017

	YTD			Month			2017 Annual		
	Actual	Budget	Variance	2017	2016	Variance	Budget	2016	Variance
REVENUES									
Administrative	\$ 13,093	\$ (1,588)	\$ 104,744	\$ 11,495	\$ 11,530	\$ (35)	\$ 157,116	\$ 138,273	\$ 96,729
Field Operations	\$ 66,206	\$ (99,089)	\$ 687,774	\$ 27,117	\$ 68,167	\$ (41,050)	\$ 951,447	\$ 618,547	\$ 762,191
Building Operations	\$ 202,979	\$ 2,430	\$ 1,621,094	\$ 205,409	\$ 234,887	\$ (29,478)	\$ 2,432,950	\$ 1,631,437	\$ 1,919,564
Flight Center	\$ 18,799	\$ 760	\$ 150,392	\$ 19,559	\$ 19,273	\$ 285	\$ 225,588	\$ 152,958	\$ 143,979
Total Revenues	\$ 301,077	\$ (37,498)	\$ 2,563,944	\$ 263,579	\$ 333,858	\$ (70,279)	\$ 3,767,101	\$ 2,541,215	\$ 2,922,462
OPERATING EXPENSES									
Field Operations	\$ 155,807	\$ (36,630)	\$ 1,190,565	\$ 119,177	\$ 113,567	\$ 5,611	\$ 1,799,293	\$ 1,065,723	\$ 1,135,897
Building Operations	\$ 80,900	\$ (17,749)	\$ 665,646	\$ 63,151	\$ 60,255	\$ 2,896	\$ 1,011,199	\$ 590,645	\$ 561,269
Flight Center	\$ 24,706	\$ (8,637)	\$ 197,648	\$ 16,069	\$ 41,554	\$ (25,485)	\$ 296,472	\$ 160,281	\$ 178,342
Shop Equip. Operations	\$ 43,426	\$ (5,632)	\$ 354,447	\$ 37,794	\$ 28,355	\$ 9,439	\$ 544,900	\$ 311,978	\$ 301,935
Projects & Procurement	\$ 26,315	\$ 885	\$ 232,759	\$ 27,200	\$ 23,620	\$ 3,580	\$ 360,685	\$ 221,880	\$ 129,126
Total Cost of Sales	\$ 331,154	\$ (67,763)	\$ 2,641,065	\$ 263,391	\$ 267,350	\$ (3,959)	\$ 4,012,549	\$ 2,350,506	\$ 2,306,570
Gross Profit/(Loss)	\$ (30,077)	\$ 30,265	\$ (77,121)	\$ 188	\$ 66,508	\$ (66,319)	\$ -245,448	\$ 190,709	\$ 615,893
GENERAL AND ADMINISTRATIVE									
Administrative	\$ 189,084	\$ (54,615)	\$ 1,530,505	\$ 134,469	\$ 146,511	\$ (12,042)	\$ 2,332,254	\$ 1,458,750	\$ 1,496,584
Commissions	\$ 8,703	\$ (221)	\$ 69,624	\$ 8,482	\$ 8,810	\$ (328)	\$ 104,436	\$ 69,946	\$ 69,866
Business Dev./Marketing	\$ 9,125	\$ (421)	\$ 73,000	\$ 8,704	\$ 26,314	\$ (17,610)	\$ 109,500	\$ 48,960	\$ 107,432
Accounting	\$ 27,369	\$ (4,079)	\$ 225,932	\$ 23,290	\$ 22,829	\$ 461	\$ 350,598	\$ 224,134	\$ 227,857
Total G&A Costs	\$ 234,281	\$ (59,336)	\$ 1,899,061	\$ 174,945	\$ 204,463	\$ (29,518)	\$ 2,886,788	\$ 1,801,790	\$ 1,901,740
Operating Income/(Loss)	\$ (264,358)	\$ 89,602	\$ (1,976,182)	\$ (174,756)	\$ (137,955)	\$ (36,801)	\$ (53,142,236)	\$ (1,611,081)	\$ (1,285,847)
NON-OPERATING REVENUES/(EXPENSES)									
Property and Other Tax Revenue	\$ 84,678	\$ (6,189)	\$ 3,182,246	\$ 78,489	\$ 94,264	\$ (15,775)	\$ 6,061,500	\$ 3,273,270	\$ 3,247,030
Property Tax Expenses	\$ (17,750)	\$ (1,234)	\$ (142,000)	\$ (18,984)	\$ (12,798)	\$ (6,186)	\$ (213,000)	\$ (145,437)	\$ (129,816)
Federal & State Grants	\$ -	\$ 209	\$ -	\$ 209	\$ -	\$ 209	\$ 1,012,279	\$ 414,502	\$ -
Investment Income	\$ 2,083	\$ 4,297	\$ 16,664	\$ 6,380	\$ 19,575	\$ (13,195)	\$ 24,996	\$ 22,048	\$ 110,706
Unrealized Gain/Loss from Investments	\$ -	\$ -	\$ -	\$ -	\$ (36)	\$ (36)	\$ -	\$ (36)	\$ -
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ 2,500	\$ (2,500)	\$ 20,000	\$ -	\$ -	\$ -	\$ 30,000	\$ 422,221	\$ 1,039,630
Total Non-Operating Revenues/(Expenses)	\$ 71,511	\$ (5,416)	\$ 3,076,910	\$ 66,095	\$ 56,321	\$ 9,774	\$ 6,915,775	\$ 3,986,568	\$ 4,379,980
Net Income/(Loss) before Depreciation	\$ (192,847)	\$ 84,186	\$ 1,100,728	\$ (108,661)	\$ (81,634)	\$ (27,027)	\$ 3,773,539	\$ 2,375,487	\$ 3,094,133
Depreciation	\$ 577,247	\$ (18,224)	\$ 4,617,976	\$ 559,023	\$ 567,327	\$ (8,304)	\$ 6,926,964	\$ 4,417,113	\$ 4,530,508
Net Income/(Loss) after Depreciation	\$ (770,094)	\$ 102,410	\$ (3,517,248)	\$ (667,684)	\$ (648,961)	\$ (18,723)	\$ (3,153,425)	\$ (2,041,627)	\$ (1,436,376)
Major Maintenance	\$ 24,800	\$ (24,800)	\$ 118,600	\$ -	\$ -	\$ (28,538)	\$ 458,000	\$ 88,428	\$ 43,949
Engineering Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (6,928)	\$ 50	\$ -	\$ 7,097
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income/(Loss)	\$ (794,894)	\$ 127,210	\$ (3,635,848)	\$ (667,684)	\$ (684,427)	\$ 16,743	\$ (3,611,425)	\$ (2,130,055)	\$ (1,467,421)

DuPage Flight Center
STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 8/31/2017

	YTD			Month			2017 Annual Budget			YTD			Month			2017			YTD					
	Budget			Variance			Budget			Actual			Budget			2016			2016			2016		
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Actual	Budget	Variance	2017	2016	Variance	2017	2016	Variance	2017	2016	Variance	2017	2016	Variance		
REVENUES																								
Hangar Rentals	\$ 26,912	\$ 19,167	\$ 7,745	\$ 150,974	\$ 153,336	\$ (2,363)	\$ 230,004	\$ 150,974	\$ 153,336	\$ (2,363)	\$ 26,912	\$ 20,999	\$ 5,913	\$ 150,974	\$ 181,729	\$ (30,755)	\$ 26,912	\$ 20,999	\$ 5,913	\$ 150,974	\$ 181,729	\$ (30,755)		
Ramp Tie Downs & Overnight fees	\$ 3,898	\$ 2,250	\$ 1,648	\$ 19,377	\$ 18,000	\$ 1,377	\$ 27,000	\$ 19,377	\$ 18,000	\$ 1,377	\$ 3,898	\$ 4,132	\$ (234)	\$ 19,377	\$ 21,353	\$ (1,976)	\$ 3,898	\$ 4,132	\$ (234)	\$ 19,377	\$ 21,353	\$ (1,976)		
Fuel and Oil Sales	\$ 821,492	\$ 791,137	\$ 30,355	\$ 6,399,852	\$ 6,329,096	\$ 70,756	\$ 9,493,644	\$ 6,399,852	\$ 6,329,096	\$ 70,756	\$ 821,492	\$ 789,788	\$ 31,704	\$ 6,399,852	\$ 5,985,392	\$ 414,460	\$ 821,492	\$ 789,788	\$ 31,704	\$ 6,399,852	\$ 5,985,392	\$ 414,460		
Volume Rebate	\$ -	\$ (3,125)	\$ 3,125	\$ -	\$ (25,000)	\$ 25,000	\$ (37,500)	\$ -	\$ (25,000)	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ (36,801)	\$ 36,801	\$ -	\$ -	\$ -	\$ -	\$ (36,801)	\$ 36,801		
Line Service Other	\$ 2,720	\$ 4,943	\$ (2,223)	\$ 28,137	\$ 39,544	\$ (11,408)	\$ 59,316	\$ 28,137	\$ 39,544	\$ (11,408)	\$ 2,720	\$ 2,025	\$ 695	\$ 28,137	\$ 35,004	\$ (6,868)	\$ 2,720	\$ 2,025	\$ 695	\$ 28,137	\$ 35,004	\$ (6,868)		
Aircraft Catering	\$ 1,654	\$ 2,000	\$ (346)	\$ 11,097	\$ 16,000	\$ (4,903)	\$ 24,000	\$ 11,097	\$ 16,000	\$ (4,903)	\$ 1,654	\$ 2,712	\$ (1,058)	\$ 11,097	\$ 17,703	\$ (6,606)	\$ 1,654	\$ 2,712	\$ (1,058)	\$ 11,097	\$ 17,703	\$ (6,606)		
Non Airfield Rent/Lease/Maintenance Revenue	\$ 432	\$ 767	\$ (335)	\$ 5,143	\$ 6,136	\$ (993)	\$ 9,204	\$ 5,143	\$ 6,136	\$ (993)	\$ 432	\$ 1,175	\$ (742)	\$ 5,143	\$ 6,308	\$ (1,164)	\$ 432	\$ 1,175	\$ (742)	\$ 5,143	\$ 6,308	\$ (1,164)		
Total Revenue	\$ 857,109	\$ 817,139	\$ 39,970	\$ 6,614,580	\$ 6,537,112	\$ 77,468	\$ 9,805,668	\$ 6,614,580	\$ 6,537,112	\$ 77,468	\$ 857,109	\$ 820,831	\$ 36,278	\$ 6,614,580	\$ 6,210,689	\$ 403,891	\$ 857,109	\$ 820,831	\$ 36,278	\$ 6,614,580	\$ 6,210,689	\$ 403,891		
OPERATING EXPENSES																								
Fuel and Oil Cost of Sales	\$ 423,215	\$ 387,715	\$ 35,500	\$ 3,260,619	\$ 3,101,720	\$ 158,899	\$ 4,652,580	\$ 3,260,619	\$ 3,101,720	\$ 158,899	\$ 423,215	\$ 399,900	\$ 29,315	\$ 3,260,619	\$ 2,852,760	\$ 407,859	\$ 423,215	\$ 399,900	\$ 29,315	\$ 3,260,619	\$ 2,852,760	\$ 407,859		
De Ice Cost of Goods	\$ -	\$ 2,083	\$ (2,083)	\$ 144	\$ 16,664	\$ (16,520)	\$ 24,996	\$ 144	\$ 16,664	\$ (16,520)	\$ -	\$ -	\$ -	\$ 144	\$ 16,212	\$ (16,068)	\$ -	\$ -	\$ -	\$ 144	\$ 16,212	\$ (16,068)		
Credit Card Expense	\$ 11,217	\$ 10,000	\$ 1,217	\$ 82,607	\$ 80,000	\$ 2,607	\$ 120,000	\$ 82,607	\$ 80,000	\$ 2,607	\$ 11,217	\$ 11,413	\$ (196)	\$ 82,607	\$ 78,267	\$ 4,340	\$ 11,217	\$ 11,413	\$ (196)	\$ 82,607	\$ 78,267	\$ 4,340		
Food - COGS	\$ 6,392	\$ 6,398	\$ (6)	\$ 47,764	\$ 51,184	\$ (3,420)	\$ 76,776	\$ 47,764	\$ 51,184	\$ (3,420)	\$ 6,392	\$ 6,284	\$ 108	\$ 47,764	\$ 60,906	\$ (13,142)	\$ 6,392	\$ 6,284	\$ 108	\$ 47,764	\$ 60,906	\$ (13,142)		
Maintenance	\$ 19,198	\$ 18,717	\$ 481	\$ 166,900	\$ 149,736	\$ 17,164	\$ 224,604	\$ 166,900	\$ 149,736	\$ 17,164	\$ 19,198	\$ 18,070	\$ 1,128	\$ 166,900	\$ 148,173	\$ 18,728	\$ 19,198	\$ 18,070	\$ 1,128	\$ 166,900	\$ 148,173	\$ 18,728		
Total Cost of Sales	\$ 460,022	\$ 424,913	\$ 35,109	\$ 3,558,035	\$ 3,399,304	\$ 158,731	\$ 5,098,956	\$ 3,558,035	\$ 3,399,304	\$ 158,731	\$ 460,022	\$ 429,667	\$ 30,354	\$ 3,558,035	\$ 3,156,317	\$ 401,717	\$ 460,022	\$ 429,667	\$ 30,354	\$ 3,558,035	\$ 3,156,317	\$ 401,717		
Gross Profit/(Loss)	\$ 397,087	\$ 392,226	\$ 4,861	\$ 3,056,545	\$ 3,137,808	\$ (81,263)	\$ 4,706,712	\$ 3,056,545	\$ 3,137,808	\$ (81,263)	\$ 397,087	\$ 391,163	\$ 5,924	\$ 3,056,545	\$ 3,054,371	\$ 2,174	\$ 397,087	\$ 391,163	\$ 5,924	\$ 3,056,545	\$ 3,054,371	\$ 2,174		
GENERAL AND ADMINISTRATIVE																								
Operating Income/(Loss)	\$ 131,381	\$ 134,008	\$ (2,627)	\$ 1,047,139	\$ 1,118,417	\$ (71,278)	\$ 1,725,534	\$ 1,047,139	\$ 1,118,417	\$ (71,278)	\$ 131,381	\$ 119,241	\$ 12,139	\$ 1,047,139	\$ 954,583	\$ 92,556	\$ 131,381	\$ 119,241	\$ 12,139	\$ 1,047,139	\$ 954,583	\$ 92,556		
Gain on Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,110	\$ (1,110)	\$ -	\$ -	\$ 1,110	\$ -	\$ 1,110	\$ (1,110)	\$ -	\$ -	\$ 1,110		
Net Income/(Loss) before Depreciation	\$ 265,707	\$ 258,218	\$ 7,489	\$ 2,009,406	\$ 2,019,391	\$ (9,985)	\$ 2,981,178	\$ 2,009,406	\$ 2,019,391	\$ (9,985)	\$ 265,707	\$ 273,032	\$ (7,325)	\$ 2,009,406	\$ 2,099,788	\$ (90,382)	\$ 265,707	\$ 273,032	\$ (7,325)	\$ 2,009,406	\$ 2,099,788	\$ (90,382)		
Depreciation	\$ 1,266	\$ 1,266	\$ -	\$ 10,128	\$ 10,128	\$ -	\$ 15,192	\$ 1,266	\$ 10,128	\$ 10,128	\$ 1,266	\$ 1,554	\$ (288)	\$ 10,128	\$ 12,428	\$ (2,300)	\$ 1,266	\$ 1,554	\$ (288)	\$ 10,128	\$ 12,428	\$ (2,300)		
Net Income/(Loss)	\$ 264,441	\$ 256,952	\$ 7,489	\$ 1,999,278	\$ 2,009,263	\$ (9,985)	\$ 2,965,986	\$ 1,999,278	\$ 2,009,263	\$ (9,985)	\$ 264,441	\$ 271,479	\$ (7,038)	\$ 1,999,278	\$ 2,088,470	\$ (89,192)	\$ 264,441	\$ 271,479	\$ (7,038)	\$ 1,999,278	\$ 2,088,470	\$ (89,192)		

Prairie Landing Golf Club
STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 8/31/2017

	Month			YTD			2017 Annual			Month			YTD			
	Budget		Variance	Budget		Variance	Budget		Variance	2017		2016	2017		2016	Variance
	Actual			Actual												
REVENUES																
P100 - Golf Administration	\$ 236	\$ 350	\$ (114)	\$ 2,362	\$ 2,450	\$ (88)	\$ 3,500	\$ 3,500	\$ 236	\$ 152	\$ 84	\$ 2,362	\$ 4,147	\$ (1,785)		
P300 - Golf Operations	\$ 215,115	\$ 210,381	\$ 4,734	\$ 1,008,411	\$ 1,060,870	\$ (52,459)	\$ 1,451,995	\$ 1,451,995	\$ 215,115	\$ 235,949	\$ (20,834)	\$ 1,008,411	\$ 1,165,777	\$ (157,366)		
P400 - Food and Beverage	\$ 46,302	\$ 50,600	\$ (4,298)	\$ 194,286	\$ 217,350	\$ (23,064)	\$ 316,250	\$ 316,250	\$ 46,302	\$ 48,627	\$ (2,325)	\$ 194,286	\$ 216,482	\$ (22,196)		
P500 - Weddings	\$ 17,493	\$ 27,400	\$ (9,907)	\$ 143,710	\$ 137,500	\$ 6,210	\$ 238,900	\$ 238,900	\$ 17,493	\$ 37,375	\$ (19,882)	\$ 143,710	\$ 185,096	\$ (41,386)		
P600 - Private Events	\$ 17,017	\$ 10,226	\$ 6,791	\$ 93,048	\$ 94,479	\$ (1,431)	\$ 141,349	\$ 141,349	\$ 17,017	\$ 2,249	\$ 14,768	\$ 93,048	\$ 78,559	\$ 14,490		
P700 - Golf Outings	\$ 55,913	\$ 86,724	\$ (30,811)	\$ 215,752	\$ 272,557	\$ (56,785)	\$ 392,765	\$ 392,765	\$ 55,913	\$ 35,345	\$ 20,568	\$ 215,752	\$ 99,692	\$ 116,059		
P900 - Kitty Hawk Café	\$ 2,399	\$ 2,400	\$ (1)	\$ 18,198	\$ 19,200	\$ (1,002)	\$ 28,800	\$ 28,800	\$ 2,399	\$ 2,602	\$ (203)	\$ 18,198	\$ 19,692	\$ (1,493)		
Total Revenue	\$ 354,475	\$ 388,081	\$ (33,606)	\$ 1,675,767	\$ 1,804,386	\$ (128,619)	\$ 2,573,559	\$ 2,573,559	\$ 354,475	\$ 362,299	\$ (7,824)	\$ 1,675,767	\$ 1,769,445	\$ (93,677)		
OPERATING EXPENSES																
P200 - Golf Maintenance	\$ 86,792	\$ 86,126	\$ 666	\$ 477,050	\$ 518,636	\$ (41,586)	\$ 762,385	\$ 762,385	\$ 86,792	\$ 72,620	\$ 14,173	\$ 477,050	\$ 448,980	\$ 28,070		
P300 - Golf Operations	\$ 44,057	\$ 47,226	\$ (3,169)	\$ 237,324	\$ 265,373	\$ (28,049)	\$ 383,617	\$ 383,617	\$ 44,057	\$ 47,306	\$ (3,249)	\$ 237,324	\$ 288,039	\$ (50,715)		
P400 - Food and Beverage	\$ 35,206	\$ 39,308	\$ (4,102)	\$ 199,133	\$ 218,555	\$ (19,402)	\$ 318,237	\$ 318,237	\$ 35,206	\$ 32,839	\$ 2,367	\$ 199,133	\$ 195,614	\$ 3,519		
P500 - Weddings	\$ 16,821	\$ 25,569	\$ (8,748)	\$ 143,474	\$ 162,439	\$ (18,965)	\$ 253,114	\$ 253,114	\$ 16,821	\$ 16,460	\$ 361	\$ 143,474	\$ 138,563	\$ 4,911		
P600 - Private Events	\$ 2,747	\$ 2,352	\$ 395	\$ 20,148	\$ 24,930	\$ (4,782)	\$ 35,711	\$ 35,711	\$ 2,747	\$ 279	\$ 2,469	\$ 20,148	\$ 19,568	\$ 580		
P700 - Golf Outings	\$ 5,234	\$ 11,850	\$ (6,616)	\$ 26,599	\$ 42,738	\$ (16,139)	\$ 56,941	\$ 56,941	\$ 5,234	\$ 6,347	\$ (1,113)	\$ 26,599	\$ 21,668	\$ 4,931		
P900 - Kitty Hawk Café	\$ 2,399	\$ 2,400	\$ (1)	\$ 18,198	\$ 19,200	\$ (1,002)	\$ 28,800	\$ 28,800	\$ 2,399	\$ 2,602	\$ (203)	\$ 18,198	\$ 19,692	\$ (1,493)		
Total Cost of Sales	\$ 193,257	\$ 214,831	\$ (21,574)	\$ 1,121,928	\$ 1,251,851	\$ (129,923)	\$ 1,838,805	\$ 1,838,805	\$ 193,257	\$ 178,452	\$ 14,804	\$ 1,121,928	\$ 1,132,124	\$ (10,196)		
Gross Profit/(Loss)	\$ 161,219	\$ 173,250	\$ (12,031)	\$ 553,839	\$ 552,535	\$ 1,304	\$ 734,754	\$ 734,754	\$ 161,219	\$ 183,847	\$ (22,628)	\$ 553,839	\$ 637,320	\$ (83,481)		
GENERAL AND ADMINISTRATIVE																
Operating Income/(Loss)	\$ 36,472	\$ 40,057	\$ (3,585)	\$ 269,621	\$ 311,500	\$ (41,879)	\$ 460,131	\$ 460,131	\$ 36,472	\$ 39,337	\$ (2,866)	\$ 269,621	\$ 303,852	\$ (34,231)		
NON-OPERATING REVENUES/(EXPENSES)																
Property Tax Expenses	\$ (20,324)	\$ (20,833)	\$ 509	\$ (156,970)	\$ (166,664)	\$ 9,694	\$ (249,996)	\$ (249,996)	\$ (20,324)	\$ (20,200)	\$ (124)	\$ (156,970)	\$ (111,551)	\$ (45,419)		
Investment Income	\$ -	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ (0)	\$ 0	\$ 2	\$ (1)		
Gain on Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Net Income/(Loss) before Depreciation & Adj.	\$ 104,424	\$ 112,360	\$ (7,936)	\$ 127,248	\$ 74,371	\$ 52,877	\$ 24,627	\$ 24,627	\$ 104,424	\$ 124,310	\$ (19,886)	\$ 127,248	\$ 221,918	\$ (94,670)		
Depreciation	\$ 2,668	\$ 2,667	\$ 1	\$ 21,343	\$ 21,336	\$ 7	\$ 32,004	\$ 32,004	\$ 2,668	\$ 4,837	\$ (2,169)	\$ 21,343	\$ 38,699	\$ (17,355)		
Major Maintenance	\$ (31,635)	\$ -	\$ (31,635)	\$ 77,112	\$ 87,700	\$ (10,588)	\$ 87,700	\$ 87,700	\$ (31,635)	\$ 5,629	\$ (37,264)	\$ 77,112	\$ 43,057	\$ 34,075		
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Net Income/(Loss)	\$ 133,391	\$ 109,693	\$ 23,698	\$ 28,792	\$ (34,665)	\$ 63,457	\$ (95,077)	\$ (95,077)	\$ 133,391	\$ 113,843	\$ 19,547	\$ 28,792	\$ 140,182	\$ (111,390)		



Accounts Receivable Aging Report Over 60 Days Past Due

Customer No.	Customer Name	Current @ 08/31/17				91+	Total	% of Total
		1 to 30	31 to 60	61 to 90	Days Overdue			
A-TEA01	TRAVEL EXPRESS AVIATION	11,235.00	-	-	44,676.70	55,911.70	45.46%	
A-AMK01	Aramark	-	-	21,638.14	-	21,638.14	17.59%	
A-CIP01	CIVIL AIR PATROL	-	-	-	12,483.48	12,483.48	10.15%	
A-SPD01	STATE POLICE DEPARTMENT	2,081.21	-	2,069.78	6,209.34	10,360.33	8.42%	
A-CLT02	CLOVER TECHNOLOGIES	2,342.22	-	2,274.00	2,274.00	6,890.22	5.60%	
A-PDT01	PDT AVIATION, LLC	3,294.00	-	3,294.00	-	6,588.00	5.36%	
A-REH01	RESOURCE HOLDINGS LLC	-	-	-	5,428.91	5,428.91	4.41%	
A-FSX01	FSX Chicago, LLC	902.88	16.05	905.73	70.00	1,894.66	1.54%	
A-GLL01	Glenway Leasing	490.17	43.42	510.31	524.41	1,568.31	1.28%	
A-DOJ01	JOE DOLLENS	77.28	2.25	75.00	75.00	229.53	0.19%	
Report Total:		20,422.76	61.72	30,766.96	71,741.84	122,993.28		
Percent of Total:		0.00%	0.05%	25.02%	58.33%	100.00%		



DUPAGE AIRPORT AUTHORITY

2018 Preliminary Plan

Operating Plan Summary
Capital & Major Maintenance Plan Summary

Total DuPage Airport Authority

STATEMENT OF REVENUES AND EXPENSES

For the Month Ending 8/31/2017

REVENUES	Actuals			Budget & Forecast		
	2015	2016	YTD 2017	Budget 2017	Forecast 2017	Budget 2018
Airport Operations	\$ 4,411,922	\$ 4,160,700	\$ 2,541,215	\$ 3,767,101	\$ 3,698,372	\$ 3,407,341
Prairie Landing Golf Club	\$ 2,723,144	\$ 2,462,458	\$ 1,675,767	\$ 2,573,559	\$ 2,384,277	\$ 2,578,115
DuPage Flight Center	\$ 11,005,565	\$ 9,563,874	\$ 6,614,580	\$ 9,805,668	\$ 9,788,628	\$ 10,370,504
Total Revenues	\$ 18,140,632	\$ 16,187,032	\$ 10,831,562	\$ 16,146,328	\$ 15,871,277	\$ 16,355,960
OPERATING EXPENSES						
Airport Operations	\$ 3,590,500	\$ 3,986,316	\$ 2,350,506	\$ 4,012,549	\$ 3,744,428	\$ 3,885,753
Prairie Landing Golf Club	\$ 1,913,372	\$ 1,858,866	\$ 1,121,928	\$ 1,838,805	\$ 1,715,039	\$ 1,858,202
DuPage Flight Center	\$ 5,974,795	\$ 5,017,419	\$ 3,558,035	\$ 5,098,956	\$ 5,339,528	\$ 5,642,346
Total Cost of Sales	\$ 11,478,667	\$ 10,862,601	\$ 7,030,469	\$ 10,950,310	\$ 10,798,995	\$ 11,386,301
Gross Profit/(Loss)	\$ 6,661,964	\$ 5,324,432	\$ 3,801,093	\$ 5,196,018	\$ 5,072,283	\$ 4,969,659
GENERAL AND ADMINISTRATIVE						
Airport Operations	\$ 3,004,541	\$ 3,204,816	\$ 1,801,790	\$ 2,896,788	\$ 2,805,356	\$ 2,878,277
Prairie Landing Golf Club	\$ 574,819	\$ 491,357	\$ 269,621	\$ 460,131	\$ 418,523	\$ 425,087
DuPage Flight Center	\$ 1,578,878	\$ 1,677,100	\$ 1,047,139	\$ 1,725,534	\$ 1,661,948	\$ 1,666,212
Total G&A Costs	\$ 5,158,238	\$ 5,373,273	\$ 3,118,551	\$ 5,082,453	\$ 4,885,827	\$ 4,969,576
Operating Income/(Loss)	\$ 1,503,726	\$ (48,842)	\$ 682,542	\$ 113,565	\$ 186,456	\$ 83
NON-OPERATING REVENUES/(EXPENSES)						
Property and Other Tax Revenue	\$ 6,107,463	\$ 6,107,554	\$ 3,273,270	\$ 6,061,500	\$ 6,098,311	\$ 6,098,000
Property Tax Expenses	\$ (455,224)	\$ (391,647)	\$ (302,407)	\$ (462,996)	\$ (455,310)	\$ (465,324)
Federal & State Grants	\$ 614,826	\$ -	\$ 414,502	\$ 1,012,279	\$ 534,176	\$ 174,930
Investment Income	\$ 69,536	\$ 160,435	\$ 22,048	\$ 24,996	\$ 26,479	\$ 15,000
Unrealized Gain/Loss from Investments	\$ (17,810)	\$ (71,447)	\$ (36)	\$ -	\$ -	\$ -
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ 1,436,894	\$ 1,086,921	\$ 422,221	\$ 30,000	\$ 422,221	\$ 30,000
Total Non-Operating Revenues/(Expenses)	\$ 7,755,686	\$ 6,891,817	\$ 3,829,598	\$ 6,665,779	\$ 6,625,877	\$ 5,852,606
Net Income/(Loss) before Depreciation	\$ 9,259,411	\$ 6,842,975	\$ 4,512,140	\$ 6,779,344	\$ 6,812,333	\$ 5,852,689
Depreciation	\$ 6,830,416	\$ 6,928,720	\$ 4,448,585	\$ 6,974,160	\$ 6,953,304	\$ 7,086,276
Net Income/(Loss) after Depreciation	\$ 2,428,995	\$ (85,745)	\$ 63,555	\$ (194,816)	\$ (140,971)	\$ (1,233,587)
Major Maintenance	\$ 138,118	\$ 1,006,579	\$ 165,541	\$ 545,700	\$ 675,105	\$ 1,203,764
Engineering Costs	\$ 12,479	\$ 15,376	\$ -	\$ -	\$ -	\$ -
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income/(Loss)	\$ 2,278,397	\$ (1,107,700)	\$ (101,985)	\$ (740,516)	\$ (816,076)	\$ (2,437,351)

DUPAGE AIRPORT AUTHORITY

2018 CAPITAL & MAJOR MAINTENANCE PLAN

Capital Summary

DAA	\$ 3,648,970
DFC	\$ 270,808
PLGC	\$ 627,825
Total Capital	\$ 4,547,603

Major Maintenance Summary

DAA	\$ 836,538
DFC	-
PLGC	\$ 289,225
Total Major Maintenance	\$ 1,125,763

NEW FUNDS REQUESTED FOR CAPITAL & MAJOR MAINTENANCE

Capital Funds Carried Over from Prior Year	\$ 266,747
Grant Funding	\$ 166,183

TOTAL CAPITAL & MAJOR MAINTENANCE PLAN

	\$ 6,106,295
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Capital Projects & Assets		New \$	Carryover \$	Grant \$	Total \$
DAA	Building	2,555,000	-	-	2,555,000
DAA	Field	175,070	8,747	166,183	350,000
DAA	Equipment	250,000	-	-	250,000
DAA	Field	-	180,000	-	180,000
DAA	Equipment	130,000	-	-	130,000
DAA	Equipment	58,000	-	-	58,000
DAA	Field	57,200	-	-	57,200
DAA	Building	54,300	-	-	54,300
DAA	Building	44,000	-	-	44,000
DAA	Equipment	40,000	-	-	40,000
DAA	Equipment	40,000	-	-	40,000
DAA	Building	38,325	-	-	38,325

Capital Projects & Assets (cont'd.)					
		New \$	Carryover \$	Grant \$	Total \$
DAA	Building	35,325	-	-	35,325
DAA	Equipment	26,000	-	-	26,000
DAA	Equipment	15,000	-	-	15,000
DAA	Equipment	13,750	-	-	13,750
DAA	Equipment	10,000	-	-	10,000
DAA	Equipment	7,000	-	-	7,000
DFC	Equipment	110,000	-	-	110,000
DFC	Building	65,000	-	-	65,000
DFC	Equipment	40,000	-	-	40,000
DFC	Building	24,200	-	-	24,200
DFC	Building	16,608	-	-	16,608
DFC	Equipment	15,000	-	-	15,000
PLGC	Equipment	300,000	-	-	300,000
PLGC	Equipment	65,000	-	-	65,000
PLGC	Equipment	55,000	-	-	55,000
PLGC	Equipment	50,000	-	-	50,000
PLGC	Building	38,325	-	-	38,325
PLGC	Building	36,180	-	-	36,180
PLGC	Equipment	22,995	-	-	22,995
PLGC	Equipment	22,000	-	-	22,000
PLGC	Equipment	19,163	-	-	19,163
PLGC	Equipment	19,163	-	-	19,163
DAA	Contingency	100,000	-	-	100,000
Total Capital		4,547,603	188,747	166,183	4,902,533

Major Maintenance Projects					
		New \$	Carryover \$	Grant \$	Total \$
DAA	Field	500,000	-	-	500,000
DAA	Building	-	78,000	-	78,000
DAA	Field	74,400	-	-	74,400
DAA	Field	62,000	-	-	62,000
DAA	Building	50,000	-	-	50,000
DAA	Field	49,500	-	-	49,500
DAA	Field	31,938	-	-	31,938
DAA	Field	27,500	-	-	27,500
DAA	Building	22,000	-	-	22,000
DAA	Building	13,200	-	-	13,200

		Major Maintenance Projects (cont'd.)				Total \$
DAA	Building	Update Door Controls at SHT-01 & SHT-02 Hangars	New \$	Carryover \$	Grant \$	Total \$
	DAA Building	Update Door Controls at SHT-01 & SHT-02 Hangars	6,000	-	-	6,000
PLGC	Field	Hole #4 Sinkhole Repair	127,750	-	-	127,750
PLGC	Field	Sea Wall Erosion Repair at Hole #18	75,000	-	-	75,000
PLGC	Building	Clubhouse Cedar Trim Replacement	73,700	-	-	73,700
PLGC	Field	Paver Brick Leveling	12,775	-	-	12,775
		Total Major Maintenance	1,125,763	78,000	-	1,203,763

		Total Capital & Major Maintenance	5,673,365	266,747	166,183	6,106,295
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TO: Board of Commissioners

FROM: Patrick Hoard *PH*
Finance Director

THROUGH: David Bird *DB*
Executive Director

RE: Proposed Resolution 2017-2106; Approving the Use of Outside Auditors for the Year 2018

DATE: September 12, 2017

SUMMARY:

As required by the Airport Authority's By-Laws, the Board of Commissioners each year must approve the outside auditors to be utilized by the Airport Authority. To assist the Board in their selection, staff conducted a Request for Proposal (RFP) process for Financial Auditing Services.

A Request for Proposals ("RFP") was advertised in the July 20, 2017 edition of the Daily Herald newspaper. Ten (10) proposals were received on August 17, 2017 from the following firms:

- RSM US LLP – Schaumburg, IL
- Clark Schaefer Hackett – Columbus, OH
- Clifton Larson Allen – Oak Brook, IL
- Crowe Horwath – Oak Brook, IL
- Plante Moran – Chicago, IL
- Mayer Hoffman McCann – Chicago, IL
- Lauterbach and Amen, LLP – Warrenville, IL
- Selden Fox – Oak Brook, IL
- Baker Tilly Virchow Krause, LLP – Oak Brook, IL
- Sikich LLP – Naperville, IL

An evaluation panel was appointed by the Executive Director to evaluate the proposals based on expertise and experience, audit approach, mandatory elements of the RFP and the all-inclusive maximum not-to-exceed audit fee. The evaluation panel selected Sikich LLP as the best and most advantageous firm for providing audit services to the Authority.

Sikich LLP has previously conducted audits of the Authority's 2014, 2015 and 2016 financial statements and provided quality work.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

The all-inclusive maximum not-to-exceed fee provided by Sikich LLP for auditing the 2017 financials is \$30,160. Hourly rates for additional services are \$ 245 Partner, \$ 180 Manager, \$135 Senior Accountant and \$120 Staff for any additional services provided beyond auditing the Authority's 2017 financial statements.

The 2016 all-inclusive audit fee was \$37,500.

Audit related costs have been included in the 2018 Operating Budget.

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal counsel has previously reviewed the Agreement for audit services.

ATTACHMENTS:

- Proposed Resolution 2017-2106; Approving the Use of Outside Auditors for the Year 2018.
- 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 2017-2106; Approving the Use of Outside Auditors for the Year 2018.

RESOLUTION 2017-2106

Approving the Use of Outside Auditors for the Year 2018

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 previously enacted By-Laws for its operation; and

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

WHEREAS, the Authority has selected the firm of Sikich LLP as its outside auditor through a qualification based Request for Proposal process conducted in August 2017; and

WHEREAS, the Authority desires and deems it to be in the best interest of the Authority to appoint the firm of Sikich LLP as its outside auditor for the year 2018 for the all-inclusive maximum fee of \$30,160 for auditing its 2017 financial statements and hourly rates of \$245 Partner, \$180 Manager, \$135 Senior Accountant and \$120 Staff for any additional services provided beyond auditing the Authority’s 2017 financial statements; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby approves the hiring of Sikich LLP as its outside auditors for the year 2018.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2017-2106

**DUPAGE AIRPORT AUTHORITY
REQUEST FOR PROPOSALS (RFP)
FINANCIAL AUDITING SERVICES
SOLICITATION NO. 2017-0716**

STATEMENT OF POLITICAL CONTRIBUTIONS

Sikich LLP

(name of entity or individual)

1415 W. Diehl Road, Suite 400

Naperville, IL 60563

(address of entity or individual)

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

Elected Official	Office	Date	Amount	Form
<u>None</u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>

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

VERIFICATION:

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

8/17/17

(date)



(signature)

PARTNER

(title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna *DB*
Operations and Capital Program Manager

THROUGH: David Bird *DB*
Executive Director

RE: Proposed Resolution 2017-2107; Authorizing an Extension to the Professional Services Agreement with Next Generation Public Affairs, Inc. for Lobbyist Services

DATE: September 11, 2017

SUMMARY:

The Airport Authority utilizes the services of a lobbyist for seeking Illinois funding and appropriations opportunities that may be available to the Authority. In addition, the lobbyist monitors legislative issues; develops and evaluates strategies for support, opposition, or amendment of pending legislation; and testifies/lobby before the Legislature, Governor and Cabinet on behalf of the Authority. A written report of lobbyist activities is submitted to the Authority at the end of each month.

For the last three (3) years, the Authority has utilized Next Generation Public Affairs, Inc. for providing lobbyist services for a fixed annual fee of \$60,000. The Agreement with Next Generation expires on October 1, 2017. Staff is in receipt of a proposal from Next Generation Public Affairs, Inc. to extend its services for one (1) year, subject to two (2) one (1) year extensions contingent upon the future appropriations of the Authority and at the sole discretion of the Authority. The fixed annual fee for year 1 would be \$60,000, year 2 - \$61,800, and year 3 - \$63,654.

On May 17, 2017, the Board approved an amendment to Sections 6-10 and 6-11 of the Authority's Procurement Code stating that the Board of Commissioners may renew or extend a Contract for up to five (5) years if the Board deems it to be in the best interests of the Authority to do so; the Contractor has performed satisfactorily under the original Contract term; and the prices are still considered fair and reasonable.

Since the previous Agreement with Next Generation was entered into prior to the Code amendment and did not contemplate an extension, the Board would need to waive the Procurement Code to allow this extension.

Staff recommends extending the existing Professional Services Agreement with Next Generation Public Affairs, Inc. for the term commencing on October 1, 2017 and ending on October 1, 2018, subject to two (2) one (1) year extensions contingent upon the future appropriations of the Authority and at the sole discretion of the Authority.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

The fixed year 1 annual fee proposal from Next Generation Public Affairs is \$60,000.00, which includes travel and expenses for the duration of the Contract. The year 2 fee is \$61,800, and year 3 - \$63,654.

Lobbyist fees have be funded in the 2017 Operating Budget.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS:

- Proposed Resolution 2017-2107; Authorizing an Extension to the Professional Services Agreement with Next Generation Public Affairs, Inc. for Lobbyist 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 2017-2107; Authorizing an Extension to the Professional Services Agreement with Next Generation Public Affairs, Inc. for Lobbyist Services.

RESOLUTION 2017-2107

Authorizing an Extension to the Professional Services Agreement with Next Generation Public Affairs, Inc.

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 currently utilizes Next Generation Public Affairs, Inc. (“Next Generation”) for providing lobbyist services; and

WHEREAS, the Agreement for such services expires on September 30, 2017; and

WHEREAS, the Authority is in receipt of a proposal from Next Generation to extend said Agreement for one (1) year, subject to two (2) one (1) year extensions contingent upon the future appropriations of the Authority and at the sole discretion of the Authority with no increase in the annual compensation of Sixty Thousand Dollars (\$60,000) for year 1, Sixty-One Thousand and Eight Hundred Dollars (\$61,800) year 2, and Sixty-Three Thousand Six Hundred and Fifty-Four Dollars (\$63,654) for year 3; and

WHEREAS, Sections 6-10 and 6-12 of the Authority’s current Procurement Code states that the Board of Commissioners may renew or extend a Contract for up to five (5) years if the Board deems it to be in the best interests of the Authority to do so, the Contractor has performed satisfactorily under the original Contract term, and the prices are still considered fair and reasonable; however, the original Agreement with Next Generation was entered into before the modification to Section 6-10 allowing extensions of such length; and

WHEREAS, in order to enter into this extension, the Board of Commissioners of the Authority would need to waive the limits on the duration of contracts set forth in Section 6-10 of the Procurement Code; and

WHEREAS, the Board of Commissioners of the Authority deem it to be in the best interests of the Authority to enact a one-time waiver for the duration limits set forth in Section 6-10 of the Procurement Code on this particular Agreement only and extend said Agreement with Next Generation for an additional one (1) year term, subject to two (2) one (1) year extensions contingent upon the future appropriations of the Authority and at the sole discretion of the Authority, and further find that the proposal submitted by Next Generation is fair and reasonable.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby grants a one-time waiver of the duration limits for contracts as set forth under 6-10 of its Procurement Code in order to extend the Agreement with Next Generation Public Affairs, Inc.; and

FURTHER, BE IT RESOLVED, that the Board of Commissioners hereby authorizes its Executive Director, David Bird, to execute an extension of the Agreement with Next Generation Public Affairs, Inc. to provide lobbyist services during the term of October 1, 2017 and ending on October 1, 2018, subject to two (2) one (1) year extensions, contingent upon the future appropriations of the Authority and at the sole discretion of the Authority; and

FURTHER, BE IT RESOLVED, that the extensions shall be in the amount of Sixty Thousand Dollars (\$60,000) for the period of October 1, 2017 through September 30, 2018, Sixty-One Thousand and Eight Hundred Dollars (\$61,800) for the period of October 1, 2018 through September 30, 2019, and Sixty-Three Thousand Six Hundred and Fifty-Four Dollars (\$63,654) for the period of October 1, 2019 through September 30, 2020 and that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, David Bird, to execute said Agreement with Next Generation Public Affairs, Inc. 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 20th day of September, 2017.

CHAIRMAN


(ATTEST)


SECRETARY

RESOLUTION 2017-2107



TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: David Bird 
Executive Director

RE: Proposed Resolution 2017-2108; Award of Bid to Nachurs Alpine Solutions for the Procurement of Sodium Formate Runway Deicing Material.

DATE: September 12, 2017

SUMMARY:

Each snow season, the Airport Authority procures Sodium Formate runway deicing material for anti-icing and deicing runway applications. During the 2016/2017 snow season, the Airport utilized 4 tons of Sodium Formate. Over a 3-year period, an average of 8 tons per season was utilized.

In preparation for the 2017/2018 snow season, staff solicited sealed bids for procurement of Sodium Formate deicing material in the July 26, 2017 edition of the Daily Herald Newspaper.

One (1) sealed bid was received on August 18, 2017. In accordance with Section 6-18-11 of the Authority's Procurement Code, a second invitation for bids was advertised in the August 25, 2017 edition of the Daily Herald Newspaper. Again, one (1) sealed bid was received and opened at 2:30 p.m. on September 12, 2017. Bid results are as follows:

Bidder	Product	Price Per Ton
Nachurs Alpine Solutions Marion, OH	Sodium Formate	\$1,653.75

Upon evaluation of the bids, it is apparent that Nachurs Alpine Solutions is the low, responsive and responsible bidder. Nachurs Alpine Solutions has provided quality product to the Authority in the past.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

Staff requests authorization to purchase up to 12 tons of Sodium Formate on an as-needed basis for an amount not-to-exceed \$19,845. Funding for this item is included in the 2017 and 2018 Operating Budgets.

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 2017-2108; Award of Bid to Nachurs Alpine Solutions for the Procurement of Sodium Formate Runway Deicing Material.
- ❑ 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 2017-2108; Award of Bid to Nachurs Alpine Solutions for the Procurement of Sodium Formate Runway Deicing Material.

RESOLUTION 2017-2108

Award of Bid to Nachurs Alpine Solutions for the Procurement of Sodium Formate Runway Deicing Material

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

WHEREAS, the Authority has solicited sealed bids for the procurement of Sodium Formate runway deicing material; and

WHEREAS, the Authority received one (1) bid on August 18, 2017 and issued a second invitation for bids in accordance with Section 6-18-11 of the Authority’s Procurement Code; and

WHEREAS, upon issuing a second invitation for bids, again the Authority received one (1) bid on September 12, 2017; and

WHEREAS, it is apparent that Nachurs Alpine Solutions is the low, responsive and responsible bidder at a cost of \$1,653.75 per ton, F.O.B DuPage Airport; and

WHEREAS, the Executive Director has determined that the prices submitted are fair and reasonable; and

WHEREAS, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to enter into a Purchase Order Contract with Nachurs Alpine Solutions for the procurement of Sodium Formate runway deicing material.

NOW, THEREFORE, BE IT RESOLVED, that the Authority be authorized to generate the necessary Purchase Order Contracts for the procurement of up to 12 tons of Sodium Formate runway deicing material for an amount not-to-exceed \$19,845 for the 2017/2018 winter season; 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 Contracts with Nachurs Alpine Solutions and to take whatever steps necessary to effectuate the terms of said Purchase Orders.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2017-2108

**DUPAGE AIRPORT AUTHORITY
SODIUM FORMATE/ACETATE RUNWAY DEICING MATERIAL
SOLICITATION NO. 2017-0719**

STATEMENT OF POLITICAL CONTRIBUTIONS

Nachurs Alpine Solutions Industrial, a div. of Nachurs Alpine Solutions, LLC
(name of entity or individual)

421 Leader Street
Marion, OH 43302

(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. *NONE*

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

NOTE: If this statement of political contributions is being made on behalf of a business entity or other type of organization, a separate, additional, statement of political contributions may be required by the DuPage Airport Authority. When making this statement of political contributions in an individual capacity, you must include contribution(s) made by your spouse and 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."

August 11, 2017
(date)


(signature) John Grega

V.P. Finance & Administration
(title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna *DB*
Operations and Capital Program Manager

THROUGH: David Bird *DB*
Executive Director

RE: Proposed Resolution 2017-2109: Award of Bid to Ascent Aviation Group, Inc. for the Procurement of Potassium Acetate Runway Deicing Fluid

DATE: September 7, 2017

SUMMARY:

Each snow season, the Airport Authority procures Potassium Acetate runway deicing fluid for anti-icing and deicing runway applications.

During the 2016/2017 snow season, the Airport utilized 4,030 gallons of Potassium Acetate. Over a 3-year period, an average of 3,060 gallons per season was utilized.

In preparation for the 2017/2018 snow season, staff solicited sealed bids for procurement of runway deicing fluid in the July 26, 2017 edition of the *Daily Herald Newspaper*. Two (2) bids were received and opened at 1:30 p.m. on August 18, 2017. Bid results are as follows:

Bidder	Price Per Gallon
Ascent Aviation Group Inc Parish, NY	\$4.39
Nachurs Alpine Solutions (NASi) Marion, OH	\$4.43

Upon evaluation of the bids, it was determined that Ascent Aviation Group, Inc. is the low, responsive and responsible bidder.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

Staff requests authorization to purchase up to 2 loads of Potassium Acetate on an as-needed basis for an amount not-to-exceed \$35,120 (8,000 gallons). Funding for this item is included in the 2017 and 2018 Operating Budgets.

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 2017- 2109; Award of Bid to Ascent Aviation Group, Inc. for the Procurement of Potassium Acetate Runway Deicing Fluid.
- 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 2017- 2109: Award of Bid to Ascent Aviation Group, Inc. for the Procurement of Potassium Acetate Runway Deicing Fluid.

RESOLUTION 2017-2109

Award of Bid to Ascent Aviation Group, Inc. for the Procurement of Potassium Acetate Runway Deicing Fluid

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

WHEREAS, the Authority has solicited sealed bids for the procurement of Potassium Acetate runway deicing fluid; and

WHEREAS, the Authority has received and reviewed two (2) sealed bids on August 18, 2017; and

WHEREAS, it is apparent that Ascent Aviation Group, Inc. is the low, responsive and responsible bidder at a cost of \$4.39 per gallon, F.O.B DuPage Airport; and

WHEREAS, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to enter into a Purchase Order Contract with Ascent Aviation Group, Inc. for the procurement of Potassium Acetate runway deicing fluid.

NOW, THEREFORE, BE IT RESOLVED, that the Authority be authorized to generate the necessary Purchase Order Contracts for the procurement of up to 8,000 gallons of potassium acetate runway deicing fluid for an amount not-to-exceed \$35,120; 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 Contracts with Ascent Aviation Group, Inc. 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 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2017-2109

**DUPAGE AIRPORT AUTHORITY
 POTASSIUM ACETATE RUNWAY DEICING FLUID
 SOLICITATION NO. 2017-0718**

STATEMENT OF POLITICAL CONTRIBUTIONS

ASCENT AVIATION GROUP, INC.
 (name of entity or individual)

N/A
 (address of entity or individual)

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

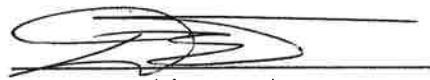
Elected Official	Office	Date	Amount	Form
<u>N/A</u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>

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

VERIFICATION:

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

7/28/17
 (date)



 (signature)


VP Business Development
 (title of signer, if a business)



DUPAGE AIRPORT AUTHORITY

TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: David Bird 
Executive Director

RE: Proposed Resolution 2017-2110; Award of Master Agreement to Overhead Door Solutions, Inc. for On-Call Hangar Door Repair Services

DATE: September 12, 2017

SUMMARY:

The Airport Authority's Building Maintenance Department utilizes the services of a Hangar Door Repair Contractor for making repairs to bi-fold and rolling panel hangar doors throughout the Airport. Services are requested on an as-needed basis through an On-Call Master Agreement.

Section 6-23 of the Authority's Procurement Code allows the Authority to enter into Master Agreements for this type of service for period of not longer than two (2) years with vendors who supply services and materials for lesser dollar amounts, where the Board of Commissioners believes it would not be cost effective or in the best interests of the Authority from a timing standpoint to bid individual items or services for a minor project. The Master Agreement shall not exceed \$25,000 annually or \$5,000 per project.

The proposed Agreement for such services would commence on October 1, 2017 and end on October 1, 2019.

Staff solicited sealed bids for procurement of On-Call Hangar Door Repair Services in the August 21, 2017 edition of the Daily Herald Newspaper. Three (3) sealed bids were received and opened at 3:00 p.m. on September 12, 2017. Bid results are as follows:

Bidder	M-F 7-3:30 Hourly Rate		After 3:30 M-F and Saturdays Hourly Rate		Sunday and Legal Holidays Hourly Rate		Material Markup
	Journeyman	Apprentice	Journeyman	Apprentice	Journeyman	Apprentice	
Overhead Door Solutions Palatine, IL	\$140	\$140	\$210	\$210	\$280	\$280	15%
Door Systems Naperville, IL	\$152.10	\$152.10	\$227.70	\$227.70	\$268.20	\$268.20	10%
Builders Chicago Rosemont, IL	\$175	\$155	\$235	\$215	\$235	\$215	20%

Upon evaluation of the bids, it is apparent that Overhead Door Solutions, Inc. is the low, responsive and responsible bidder. Overhead Door Solutions has provided quality service to the Airport Authority in the past.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

The Master Agreement for On-Call Hangar Door Repair Services has been funded in the 2017 Operating Budget.

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 2017-2110; Award of Master Agreement to Overhead Door Solutions, Inc. for On-Call Hangar Door Repair Services.
- 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 2017-2110; Award of Master Agreement to Overhead Door Solutions, Inc. for On-Call Hangar Door Repair Services.

RESOLUTION 2017-2110

Award of Master Agreement to Overhead Door Solutions, Inc. for On-Call Hangar Door Repair Services

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 bids for the procurement of On-Call Hangar Door Repair and Maintenance Services for a two (2) year period; and

WHEREAS, the Authority has received and reviewed three (3) sealed bids on September 12, 2017 for On-Call Hangar Door Repair and Maintenance Services; and

WHEREAS, Section 6-23 of the Authority’s Procurement Code allows the Authority to enter into Master Agreements for a period of not longer than two (2) years with vendors who supply services and materials for lesser dollar amounts, where the Board of Commissioners believes it would not be cost effective or in the best interests of the Authority from a timing standpoint to bid individual items or services for a minor project; and

WHEREAS, pursuant to Section 6-23 of the Authority’s Procurement Code, the Board of Commissioners believes it is cost effective and in the best interest of the Authority to enter into a Master Agreement for the purpose of On-Call Hangar Door Repair and Maintenance Services for a two (2) year period; and

WHEREAS, it is apparent that Overhead Door Solutions, Inc. is the low, responsive and responsible bidder at the following rates: a weekday hourly rate of \$140 for Journeymen and \$140 for Apprentices; an overtime hourly rate of \$210 for Journeymen and \$210 for Apprentices; a Sunday and legal holiday rate of \$280 for Journeymen and \$280 for Apprentices; and a 15% markup rate on parts and/or materials; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority be authorized to enter into a written Contract with Overhead Door Solutions, Inc. to provide On-Call Hangar Door Repair and Maintenance Services to the Authority for a two (2) year term commencing on October 1, 2017 and ending on October 1, 2019 for an annual cost not-to-exceed \$25,000 or \$5,000 per project; 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 Overhead Door Solutions, Inc. and to take whatever steps necessary to effectuate the terms of said Contract.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2017-2110

**DUPAGE AIRPORT AUTHORITY
ON-CALL HANGAR DOOR REPAIR SERVICES
SOLICITATION NO. 2017-0824**

STATEMENT OF POLITICAL CONTRIBUTIONS

N/A - OVERHEAD DOOR SOLUTIONS
(name of entity or individual)

920 W. KENILWORTH AVE
PALATINE, IL 60067
(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
_____	_____	_____	_____	_____
_____	N A	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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."

9/12/17 MICHAEL BAUER VP
(date) (signature) (title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna *DB*
Operations and Capital Program Manager

THROUGH: David Bird *DB*
Executive Director

RE: Proposed Resolution 2017-2111; Award of Contract to Fox Valley Fire & Safety Company for Sprinkler and Fire Alarm System Testing and Maintenance Services.

DATE: September 11, 2017

SUMMARY:

Pursuant to local and State building and fire codes, the Airport Authority is required to conduct annual inspection, testing and maintenance of its sprinkler systems, fire pumps and fire alarms. Each system requires different levels of testing over multi-year periods. The existing Contract with Fox Valley Fire & Safety Company for such services will expire January 1, 2018.

Staff, in conjunction with Kluber Architects & Engineers, Inc. developed specifications in compliance with current and applicable regulations for solicitation of a new contract commencing on January 1, 2018 and ending on January 1, 2019, subject to four (4) one (1) year extensions, contingent upon the future appropriations of the Authority and at the sole discretion of the Authority.

A solicitation for sealed bids was advertised in the August 10, 2017 edition of the Daily Herald Newspaper. Seven (7) sealed bids were received and opened at 2:00 p.m. on August 31, 2017.

Bid results are attached to this memo.

Upon evaluation of the bids, it is apparent that Fox Valley Fire & Safety Company is the low, responsive and responsible bidder. Fox Valley Fire & Safety has performed quality work for the Authority under the existing contract for sprinkler and fire alarm testing and maintenance services.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

Staff requests authorization to enter into a Contract with Fox Valley Fire & Safety Company for sprinkler and fire alarm system testing and maintenance during the term of January 1, 2018 and ending on January 1, 2019, subject to four (4) one (1) year extensions, contingent upon the future appropriations of the Authority and at the sole discretion of the Authority, for an annual cost for testing services only of \$14,800 for year 1, \$21,250 for year 2, \$15,000 for year 3, \$15,000 for year 4, and \$15,000 for year 5, plus any necessary repairs shall be at the following rates: (a) weekday hourly rate of \$125 for Journeyman and \$90 for Apprentices; (b) overtime hourly rate of \$187.50 for Journeyman and \$135 for Apprentices; (c) Sunday and legal holiday rate of \$250 for Journeyman and \$180 for Apprentices; and (d) 20% markup rate on parts and/or materials

Funding for this item is including in the operating budget.

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:

- Bid results.
- Proposed Resolution 2017-2111; Award of Contract to Fox Valley Fire & Safety Company for Sprinkler and Fire Alarm System Testing and Maintenance Services.
- 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 2017-2111; Award of Contract to Fox Valley Fire & Safety Company for Sprinkler and Fire Alarm System Testing and Maintenance Services.

	*Valley Fire Protection Batavia, IL	Escoce Lake Zurich, IL	Affiliated Fire Downers Grove, IL	Fox Valley Fire Elgin, IL	The Hill Group Franklin Park, IL	Simplex Grinnell Addison, IL	Siemens Mt. Prospect, IL
Sprinkler & Fire Alarm System Annual Testing Services							
Year 1 - 2018	\$15,390.00	\$19,368.00	\$12,093.00	\$14,800.00	\$26,170.00	\$23,580.00	\$33,268.00
Year 2 - 2019	\$15,390.00	\$47,940.00	\$41,703.00	\$21,250.00	\$26,955.00	\$23,580.00	\$52,099.00
Year 3 - 2020	\$15,390.00	\$19,884.00	\$12,940.00	\$15,000.00	\$27,764.00	No Response	\$34,951.00
Year 4 - 2021	\$15,390.00	\$19,884.00	\$12,940.00	\$15,000.00	\$28,597.00	No Response	\$35,824.00
Year 5 - 2022	\$15,390.00	\$19,884.00	\$13,127.00	\$15,000.00	\$29,455.00	No Response	\$36,721.00
Total	\$76,950.00	\$126,960.00	\$92,803.00	\$81,050.00	\$138,941.00		\$192,863.00
Sprinkler T&M							
M-F 7:30 Journeyman	\$180.00	\$120.00	\$140.00	\$125.00	\$144.00	\$159.00	\$143.00
M-F 7:30 Apprentice	Journeyman Only	\$120.00	\$140.00	\$90.00	\$95.00	\$159.00	Journeyman Only
After 3:30 & Saturday Journeyman	\$190.00	\$180.00	\$235.00	\$187.50	\$185.00	\$238.50	\$197.00
After 3:30 & Saturday Apprentice	Journeyman Only	\$180.00	\$235.00	\$135.00	\$120.00	\$238.50	Journeyman Only
Sunday & Holidays Journeyman	\$225.00	\$240.00	\$235.00	\$250.00	\$220.00	\$318.00	\$255.00
Sunday & Holidays Apprentice	Journeyman Only	\$240.00	\$235.00	\$180.00	\$143.00	\$318.00	Journeyman Only
Parts & Materials Markup	15%	Not Identified	10%	20%	12%	20%	13%
Annual Labor Rate Increase Years 2-5	0 < 2.5%	<1%	<1%	0%	3%	5%	2.50%
Fire Alarm System T&M							
M-F 7:30 Journeyman	\$130.00	\$120.00	\$145.00	\$125.00	\$125.00	\$175.00	\$143.00
M-F 7:30 Apprentice	Journeyman Only	\$120.00	\$145.00	\$90.00	Journeyman Only	\$175.00	Journeyman Only
After 3:30 & Saturday Journeyman	\$155.00	\$180.00	\$217.50	\$187.50	\$162.00	\$262.50	\$197.00
After 3:30 & Saturday Apprentice	Journeyman Only	\$180.00	\$217.50	\$135.00	Journeyman Only	\$262.50	Journeyman Only
Sunday & Holidays Journeyman	\$260.00	\$240.00	\$290.00	\$250.00	\$198.00	\$350.00	\$255.00
Sunday & Holidays Apprentice	Journeyman Only	\$240.00	\$290.00	\$180.00	Journeyman Only	\$350.00	Journeyman Only
Parts & Materials Markup	15%	Not Identified	25%	20%	12%	20%	15%
Annual Labor Rate Increase Years 2-5	0 < 2.5%	<1%	<1%	0%	3%	5%	2.50%

* Not Responsive
5-Year Testing
Not Included

RESOLUTION 2017-2111

Award of Contract to Fox Valley Fire & Safety Company for Sprinkler and Fire Alarm System Testing and Maintenance

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 a sprinkler and fire alarm system testing and maintenance contract; and

WHEREAS, the Authority has received and reviewed seven (7) sealed bids on August 31, 2017; and

WHEREAS, it is apparent that Fox Valley Fire & Safety Company is the low, responsive and responsible bidder; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority be authorized to enter into a written Contract with Fox Valley Fire & Safety Company for sprinkler and fire alarm system testing and maintenance during the term of January 1, 2018 and ending on January 1, 2019, subject to four (4) one (1) year extensions, contingent upon the future appropriations of the Authority and at the sole discretion of the Authority, for an annual cost for testing services only of \$14,800 for year 1, \$21,250 for year 2, \$15,000 for year 3, \$15,000 for year 4, and \$15,000 for year 5, plus any necessary repairs shall be at the following rates: (a) weekday hourly rate of \$125 for Journeyman and \$90 for Apprentices; (b) overtime hourly rate of \$187.50 for Journeyman and \$135 for Apprentices; (c) Sunday and legal holiday rate of \$250 for Journeyman and \$180 for Apprentices; and (d) 20% markup rate on parts and/or materials; 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 Fox Valley Fire & Safety Company and to take whatever steps necessary to effectuate the terms of said Contract.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

**DUPAGE AIRPORT AUTHORITY
 SPRINKLER AND FIRE ALARM TESTING
 SOLICITATION NO. 2017-0717**

STATEMENT OF POLITICAL CONTRIBUTIONS

Fox Valley Fire Safety Co.
 (name of entity or individual)

2730 Pinnacle Dr
Elgin IL 60124
 (address of entity or individual)

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

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

NOTE: If this statement of political contributions is being made on behalf of a business entity or other type of organization, a separate, additional, statement of political contributions may be required by the DuPage Airport Authority. When making this statement of political contributions in an individual capacity, you must include contribution(s) made by your spouse and 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."

8/31/17 (date) Alan Whaley (signature) Treasurer (title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: David Bird 
Executive Director

RE: Proposed Resolution 2017-2112; Award of Contract to Netrix LLC. for Managed IT Services

DATE: September 12, 2017

SUMMARY:

The Airport Authority's existing computer network infrastructure requires upgrades in many areas including backup, disaster recovery, software applications, security and administration. To facilitate an all-encompassing plan to upgrade the entire system, the Authority chose to seek outside consulting that would streamline new hardware with complementing software upgrades. The Authority's goal is to achieve zero downtime redundancy in its operations while providing the latest technological advances and optimal connectivity to its users.

Staff solicited a Request for Proposals ("RFP") for Managed Information Technology Services in the January 16, 2017 edition of the Daily Herald newspaper. A mandatory pre-proposal conference was conducted on January 31, 2017. Eleven (11) proposals were received on February 13, 2017 from the following companies:

- Netrix, LLC. – Bannockburn, IL
- Current Technologies Corporation – Downers Grove, IL
- Prescient – Schaumburg, IL
- FutureLink IT – Elgin, IL
- Ricoh Mindshift – Lisle, IL
- Gordon Flesch – Geneva, IL
- Chicago Computer Network – Schaumburg, IL
- Softtek Integration Systems – Brookhaven, GA
- Sentinel Technologies – Downers Grove, IL
- IT Savvy – Addison, IL
- CDS Office Technologies – Itasca, IL

An evaluation panel was appointed by the Executive Director to evaluate the proposals based on qualifications and experience, approach to the project, staffing capabilities, and the pricing proposal. The evaluation panel interviewed four (4) shortlisted firms and selected Netrix, LLC. as the best and most advantageous firm for providing managed IT services to the Authority.

Under a three (3) year Contract commencing on October 1, 2017, Netrix will provide upgrades and redundancy in server hardware while increasing overall user flexibility and performance via virtual desktop integration. This will allow the Authority to implement future technological advances without interruption of service to its users all the while preserving and securing its data.

Netrix will provide 24/7 monitoring of vital network infrastructure by a fully-staffed Network Operations Center; respond to outages/updates and data backup; as well as provide real-time help desk support to end users.



Netrix 24/7 Network Operations Center Monitoring Station – Mt. Prospect, IL



Netrix Data Center (Off-Site Backup) – Mt. Prospect, IL

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

Annual Managed Services Fee Including 10% Owner's Contingency	\$67,551
Annual Fee for Managed 50Mb Ethernet Circuit	\$12,588
1x Managed Router and Setup Fee	\$1,000
1x Purchase of Hardware and Software Including 5% Owner's Contingency	\$117,213.82

Term of Contract commencing on October 1, 2017 and ending on October 1, 2020.

Funding for this item is included in the 2017 Operating and Capital Budgets.

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal counsel has reviewed and negotiated the Contract with Netrix, LLC. for providing managed IT services.

ATTACHMENTS:

- Proposed Resolution 2017-2112; Award of Contract to Netrix LLC. for Managed IT Services.
- 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 2017-2112; Award of Contract to Netrix LLC. for Managed IT Services.

RESOLUTION 2017-2112

Award of Contract to Netrix LLC. for Managed IT Services

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 proposals from qualified Information Technology (“IT”) firms for providing managed IT services and onsite support for the Authority’s computer network; and

WHEREAS, the Authority has received and reviewed eleven (11) proposals through a Request for Proposal evaluation committee process; and

WHEREAS, the Authority has shortlisted and interviewed four (4) firms; and

WHEREAS, upon evaluating the shortlisted firms, the Authority has determined that Netrix LLC.’s proposal to provide managed IT services is the most advantageous to the Authority; and

WHEREAS, the Board of Commissioners for the Authority deem it to be in the best interests of the Authority to enter into a Contract with Netrix LLC. for providing managed IT services to the Authority; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners for the DuPage Airport Authority hereby authorize its Executive Director, David Bird, to: execute a written Contract with Netrix LLC. tor provide managed IT services to the Authority during the term of October 1, 2017 and ending on October 1, 2020 for an annual managed services fee of \$67,551, which includes a 10% owner’s contingency; plus an annual managed internet services fee of \$12,588 and a one-time purchase of hardware and software of \$118,213.82, which includes a 5% owner’s contingency; and to take whatever steps necessary to effectuate the terms of said Contract.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2017-2112

**DUPAGE AIRPORT AUTHORITY
REQUEST FOR PROPOSALS (RFP)
MANAGED IT SERVICES
SOLICITATION NO. 2017-0113**

STATEMENT OF POLITICAL CONTRIBUTIONS

Netrix, LLC

(name of entity or individual)

Anthony Donato

(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
n/a	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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."

2-13-17 Anthony Donato CFO
 (date) (signature) (title of signer, if a business)



TO: Board of Commissioners

FROM: Mark Doles *MD*
Director, Aviation Facilities and Properties

THROUGH: David Bird *DB*
Executive Director

RE: Authorization of Proposed Resolution 2017-2113, Non-Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to Provide Airport Traffic Control (ATC) Services at the DuPage Air Traffic Control Tower

DATE: September 13, 2017

SUMMARY:

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

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

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

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

The FAA has a policy that requires an average of 4.0 operations per hour for the nighttime shift (10:00P – 6:00A) to be funded by the Federal Government. Historically, some, but not all of the nighttime hours have an average of 4.0 operations or more at DuPage. Total nighttime operations at DuPage average 4,000 – 5,000 annually.

Further, in 2011, the FAA changed their staffing requirements for overnight shifts to require two controllers (a controller and a supervisor) instead of one. This policy change by the FAA almost doubled the potential cost to the Authority and other airports.

These agreements are coterminous with the Federal Government fiscal year of October 1st thru September 30th. Normally this Agreement would have come before the Board in June for review and possible approval. The FAA did not forward this Agreement to the Authority until August 24, 2017.

Traditionally, there is a new agreement produced annually by the FAA. This agreement will be for a term of five (5) years and the new annual cost (October 1st – September 30th) will be provided 90-days prior to expiration by the FAA for review and possible approval by the Board.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Finance Committee – this item is on the agenda for review and consideration.

REVENUE OR FUNDING IMPLICATIONS:

Estimated cost to the Authority for the period of 10/1/2017 – 9/30/2018 will be \$594,818.00. This is a 13.9% increase from the previous Agreement.

Adequate operating funds are available in the Authority FY 2017 budget to fund this agreement for Oct.-Dec. 2017 and staff will budget the remaining funds required in the FY 2018 Authority budget.

As a standard term with this type of FAA reimbursable agreement, a lump sum prepayment is required of the Authority. Staff will work with the auditors regarding journal entries to expense 25% (Oct. - Dec.) of the amount in our FY 2017 Budget and the remainder in the FY 2018 Budget.

Escalation of the costs associated with funding the overnight hours and operational impacts should be reviewed prior to committing funding for 2018-2019.

The following is a cost summary of previous agreements:

	Annual Cost	\$ Change	% Change	
2009	\$276,970.64			
2010	\$246,316.09	(\$30,654.55)	-11.1%	
2011	\$343,766.15	\$97,450.06	39.6%	mandate for (2) controllers
2012	\$343,766.15	\$0.00	0.0%	
2013	\$401,765.55	\$57,999.40	16.9%	
2014	\$404,035.62	\$2,270.07	0.6%	
2015	\$477,898.36	\$73,862.74	18.3%	
2016	\$522,101.29	\$44,202.93	9.2%	
2017	\$594,818.00	\$72,716.71	13.9%	proposed

STAKEHOLDER PROCESS:

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

LEGAL REVIEW:

This is the standard form Non-Federal Reimbursable Agreement utilized by the FAA with minor changes provided by our Legal Counsel in 2011. This agreement is identical to those previously approved and executed by the Airport Authority.

ATTACHMENTS:

- Proposed Resolution 2017-2113, Non-Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to Provide Airport Traffic Control (ATC) Services at the DuPage Air Traffic Control Tower

ALTERNATIVES:

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

RECOMMENDATION:

It is the recommendation of the Executive Director and staff that the Board approves Resolution 2017-2113, Non-Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to Provide Airport Traffic Control (ATC) Services at the DuPage Air Traffic Control Tower at the September 20, 2017 Board meeting.

RESOLUTION 2017-2113

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

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

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

WHEREAS, said Agreement requires the Authority to prepay the FAA to provide nighttime staffing of the DuPage Airport Air Traffic Control Tower for the period from October 1, 2017 through September 30, 2018; and

WHEREAS, the Board of Commissioners of the Authority find 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 of the DuPage Airport Authority, David Bird, to execute said Agreement, attached hereto and made a part hereof as Exhibit "A", for and on behalf of the DuPage Airport Authority and take whatever steps necessary to effectuate the terms of this Agreement.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

ATTEST:


CHAIRMAN


SECRETARY

RESOLUTION 2017-2113



TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: David Bird 
Executive Director

RE: Proposed Resolution 2017-2114; Award of Contract to Campton Construction, Inc. for the DuPage Business Center Excavation Project

DATE: September 12, 2017

SUMMARY:

As part of routine site maintenance at the DuPage Business Park (“DBC”); areas of weed and nuisance plant species have come to the attention of maintenance staff. The areas of weed and nuisance plant species include a mixture of upland and lowland vegetation with several areas containing saturated soils in shallow depressions resulting from ground swelling after previously permitted mass grading at the DBC.

Local grading of approximately 3,500 CY of soil is necessary to eradicate five (5) man-made depressions by removing hydraulic soils and replacing with good soils which are stockpiled at the DBC. Excavation is anticipated to be 4’ – 5’ deep.

A solicitation for sealed bids was advertised in the August 12, 2017 edition of the *Daily Herald Newspaper*. Five (5) sealed bids were received and opened at 2:30 p.m. on September 6, 2017. Bid results are as follows:

Bidder	Lump Sum Cost
Campton Construction, Inc. Elburn, IL	\$47,000
J&L Excavating Maple Park, IL	\$54,775
Misfits Construction Chicago, IL	\$73,500
Martam Construction Elgin, IL	\$76,000
Scanlon Excavating Kankakee, IL	\$95,000

Upon evaluation of the bids, it is apparent that Campton Construction, Inc. is the low, responsive and responsible bidder. Staff conducted a scope of work interview with Campton Construction Inc. and confirmed full compliance with project specifications. Campton Construction, Inc. received several positive references for completion of similar work.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

2017 Major Maintenance Budget	\$69,000
CH2M & Christopher B. Burke Engineering Design Fees	(\$10,400)
Campton Construction Inc. Lump Sum Cost	(\$47,000)
Associated Farm Tile Repairs (By Others) Budget	(\$8,000)
Owner's Contingency	(\$3,600)
	\$0

STAKEHOLDER PROCESS:

None.

LEGAL REVIEW:

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

ATTACHMENTS:

- Proposed Resolution 2017-2114; Award of Contract to Campton Construction, Inc. for the DuPage Business Center Excavation Project.
- 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 2017-2114; Award of Contract to Campton Construction, Inc. for the DuPage Business Center Excavation Project.

Excavation and Fill Locations



RESOLUTION 2017-2114

Award of Contract to Campton Construction, Inc. for DuPage Business Center Excavation Project

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 excavation and fill of up to 3,500 cubic yards of soil at the DuPage Business Center; and

WHEREAS, the Authority has received and reviewed five (5) sealed bids on September 6, 2017; and

WHEREAS, it is apparent that Campton Construction, Inc. is the low, responsive and responsible bidder at a lump sum cost of \$47,000; and

WHEREAS, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to enter into a Contract with Campton Construction, Inc. for excavation and fill of up to 3,500 cubic yards of soil at the DuPage Business Center; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority is authorized to enter into a written Contract with Campton Construction, Inc. for excavation and fill of up to 3,500 cubic yards of soil at the DuPage Business Center for a total cost not-to-exceed \$50,600, which includes \$3,600 of 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 Campton Construction, Inc. and to take whatever steps necessary to effectuate the terms of said Contract.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

**DUPAGE AIRPORT AUTHORITY
EXCAVATION PROJECT
SOLICITATION NO. 2017-0811**

STATEMENT OF POLITICAL CONTRIBUTIONS

Campton Construction, Inc.
(name of entity or individual)

825 Hicks Drive
Elburn, IL 60119
(address of entity or individual)

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

Elected Official	Office	Date	Amount	Form
<u>NO</u>	<u>NE</u>			


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


VERIFICATION:

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

9/6/2017 (date) [Signature] (signature) Vice President (title of signer, if a business)

TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: David Bird 
Executive Director

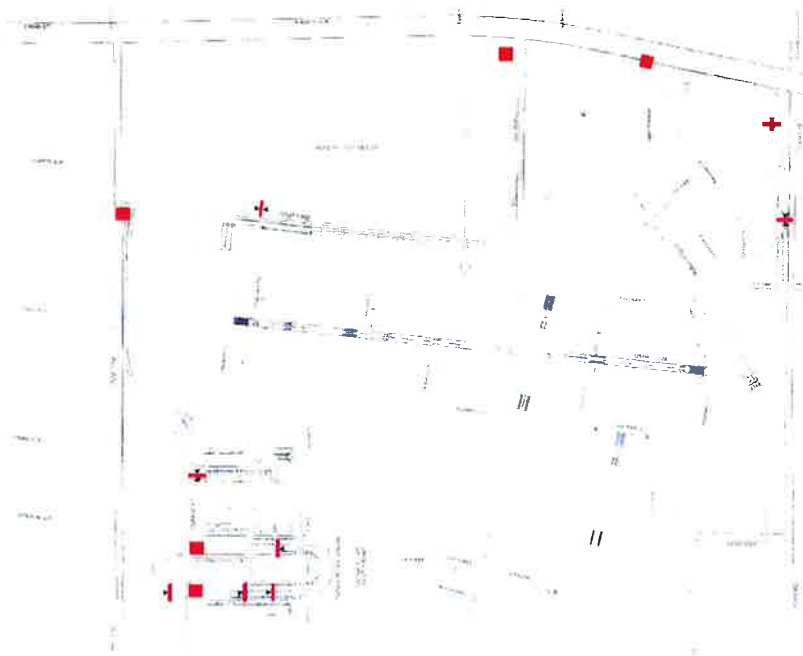
RE: Proposed Resolution 2017-2115; Award of Contract to Quantum Sign Corporation for
Fabrication and Installation of Exterior Wayfinding Signage

DATE: September 13, 2017

SUMMARY:

The Airport Authority's 2017 Capital Budget includes a project to fabricate and install wayfinding (directional) signage throughout Airport property, not including the Prairie Landing Golf Club and the DuPage Business Center.

The Airport's landside areas currently lack consistent signage sizes, locations, color schemes, font and proper wayfinding language. CH2M in conjunction with Jones Worley, a signage consultant assisted the Authority in preparing design intent specifications for five (5) four-sided wayfinding kiosk structures with internally illuminated tops located at or near Airport entrances and eight (8) post and panel wayfinding directional signs located at various priority intersections throughout Airport property.



Wayfinding Signage Locations

A Request for Proposals (“RFP”) was advertised in the July 11, 2017 edition of the Daily Herald newspaper. Five (5) proposals were received on August 18, 2017 from the following sign companies:

- Quantum Sign Corporation – Sugar Grove, IL
- JRC / Central State Signs – Elk Grove Village, IL
- Olympic Signs Inc. – Lombard, IL
- Omega Sign & Lighting, Inc. – Addison, IL
- Takeform Sign – Medina, NY

An evaluation panel was appointed by the Executive Director to evaluate the proposals based on qualifications and experience, fabrication and installation design, and cost proposal. The evaluation panel selected Quantum Sign Corporation as the best and most advantageous sign company to fabricate and install the exterior wayfinding signage.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

2017 Capital Budget	\$237,390
CH2M Design Phase Fees (Not-to-Exceed)	(\$31,540)
Quantum Sign Corporation Construction Costs	(\$114,918)
Owner's Contingency (10%)	(\$11,491.80)
CH2M Construction Phase Fees (Not-to-Exceed)	(\$9,700)
	\$69,740.20

STAKEHOLDER PROCESS:

None.

LEGAL REVIEW:

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

ATTACHMENTS:

- ❑ Proposed Resolution 2017-2115; Award of Contract to Quantum Sign Corporation for Fabrication and Installation of Exterior Wayfinding Signage.
- ❑ 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 2017-2115; Award of Contract to Quantum Sign Corporation for Fabrication and Installation of Exterior Wayfinding Signage.

RESOLUTION 2017-2115

Award of Contract to Quantum Sign Corporation for Fabrication and Installation of Exterior Wayfinding Signage

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 proposals for the fabrication and installation of exterior wayfinding signage; and

WHEREAS, the Authority has received and reviewed five (5) proposals through a Request for Proposal evaluation committee process; and

WHEREAS, the Authority has determined that Quantum Sign Corporation ranked the best and most advantageous to the Authority for the fabrication and installation of exterior wayfinding signage; and

WHEREAS, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to enter into a Contract with Quantum Sign Corporation for the fabrication and installation of exterior wayfinding signage; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority be authorized to enter into a written Contract with Quantum Sign Corporation for the fabrication and installation of exterior wayfinding signage for a total cost not-to-exceed \$126,409.80, 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 Quantum Sign Corporation and to take whatever steps necessary to effectuate the terms of said Contract.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2017-2115

**DUPAGE AIRPORT AUTHORITY
REQUEST FOR PROPOSALS (RFP)
WAYFINDING SIGNAGE
SOLICITATION NO. 2017-0707**

STATEMENT OF POLITICAL CONTRIBUTIONS

Quantum Sign
(name of entity or individual)

693 Heartland Dr
SUGAR GROVE, IL 60554
(address of entity or individual)

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

Elected Official	Office	Date	Amount	Form
<u>None</u>	<u>None</u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>

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


VERIFICATION:

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

8/17/17 [Signature] CEO
(date) (signature) (title of signer, if a business)



TO: Board of Commissioners

FROM: David Bird 
Executive Director

RE: Proposed Resolution 2017-2116; Authorizing the Execution of a Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update

DATE: September 12, 2017

SUMMARY:

In 2009, Jacobs Consultancy completed the last Master Plan Update and the corresponding Airport Layout Plan Update was approved by the FAA in 2014. Since the previous Master Plan, the Authority has undertaken significant airfield development projects that were consistent with the Master Plan findings and overall development vision to include: the extension of Runway 2R-20L, the Runway 2L-20R widening, the Runway 10-28 overlay, construction of an Aircraft Rescue and Firefighting Station, and security and wildlife upgrades to Airport perimeter fencing.

With the recent completion of airfield development projects, the Airport Authority requires an Airport Master Plan Update to focus on a renewed look at the overall future of the airfield, as well as the Authority's land resources. The development of both aeronautical and non-aeronautical land resources (existing and new parcels) is a key element of the Authority's growth strategy that will enhance revenue diversification while also promoting regional economic development. In accordance with FAA Advisory Circular 150/5070-6B, the Master Plan Update will assess 1) the long-term aviation demand portfolio, 2) needed facilities within the context of existing and planned land uses to accommodate demand, 3) and financial opportunities and constraints associated with developing the Airport, resulting in the establishment of an updated long-term development plan for the airfield and adjacent lands that can be reflected in the Authority's Capital Improvement Program (CIP).

Core components of the Master Plan Update will include a focus on the forecast of aviation demand, airfield configuration and justification, aviation support facility options, aeronautical and non-aeronautical compatible land use, and stakeholder engagement.

The project will also include the development of an Airport Layout Plan (ALP) Update that utilizes Airports Geographic Information System (AGIS) data collected in compliance with the standards in FAA Advisory Circulars (ACs) 150/5300-16A, -17C, and -18B. All data sets collected (especially safety critical data) will be uploaded to the AGIS website for use in an Electronic ALP (eALP) product when available through the FAA online system.

Core components of the Airport Layout Plan Update will include a focus on field surveys, aerial photography and mapping, development of GIS data, and the Airport Layout Plan itself.

A Request for Qualifications (“RFQ”) was advertised in the December 29, 2016 edition of the Daily Herald newspaper. Two (2) proposals were received on January 31, 2017 from the following firms:

- Crawford, Murpy & Tilly, Inc. – Springfield, IL
- Kutchins & Groh, LLC. – Chicago, IL

An evaluation panel was appointed by the Executive Director to conduct a qualification based selection. The evaluation panel selected Crawford, Murphy & Tilly, Inc. as the best and most advantageous firm for conducting the Airport Master Plan Update and Airport Layout Plan GIS/EALP Update.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

An independent fee analysis of the not-to-exceed project fee submitted by Crawford, Murphy & Tilly, Inc. was conducted by the firm of Burns & McDonnell. The final negotiated fee not-to-exceed \$709,942 for completion of this project is deemed reasonable and in accordance with the independent fee analysis.

This project will commence in October 2017 with anticipated completion in September 2019 and is funded in the Capital Budget.

STAKEHOLDER PROCESS:

Tenant and other stakeholder meetings will be held in accordance with project milestones.

LEGAL REVIEW:

Legal counsel has reviewed the Standard Agreement for Consultant Services at Illinois Airports for Architectural/Engineering (A/E), Planning and Special Services.

ATTACHMENTS:

- Draft Project Schedule
- Proposed Resolution 2017-2116; Authorizing the Execution of a Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update.
- 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 2017-2116; Authorizing the Execution of a Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update.

RESOLUTION 2017-2116

Authorizing the Execution of a Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update

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 a Request for Qualifications (“RFQ”) from qualified engineering firms for accomplishing a project described as DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update (the “Project”); and

WHEREAS, the Authority has received and reviewed two (2) Statements of Qualifications in response to the RFQ; and

WHEREAS, upon evaluating the Statements of Qualifications through a qualification based selection process, the Authority has determined that Crawford, Murphy & Tilly, Inc.’s qualifications make it the best and most advantageous engineering firm for the Authority to hire to complete the Project; and

WHEREAS, the Authority is in receipt of a fee for completion of the Project for a total not-to-exceed amount of \$709,942; and

WHEREAS, after conducting an independent fee analysis and negotiating fees, the Board of Commissioners of the Authority find that the cost to complete the Project is reasonable and deems it to be in the best interest of the Authority to enter into a Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for completion of the Project; 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 Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for completion of the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2017-2116

**DUPAGE AIRPORT AUTHORITY
REQUEST FOR QUALIFICATIONS (RFQ)
AIRPORT MASTER PLAN UPDATE
SOLICITATION NO. 2016-1227**

STATEMENT OF POLITICAL CONTRIBUTIONS

Crawford, Murphy & Tilly, Inc.

(name of entity or individual)

2750 W. Washington Street

Springfield, IL 62702

(address of entity or individual)

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

Elected Official	Office	Date	Amount	Form
<u>Dan Cronin</u>	<u>Dan Cronin</u>	<u>3/2015</u>	<u>\$400</u>	<u>Check</u>
<u>Dan Cronin</u>	<u>Dan Cronin</u>	<u>8/2015</u>	<u>\$1,000</u>	<u>Check</u>
<u>Dan Cronin</u>	<u>Dan Cronin</u>	<u>10/2015</u>	<u>\$500</u>	<u>Check</u>
<u>Dan Cronin</u>	<u>Dan Cronin</u>	<u>2/2016</u>	<u>\$400</u>	<u>Check</u>
<u>Jim Zay</u>	<u>Jim Zay</u>	<u>10/2015</u>	<u>\$200</u>	<u>Check</u>

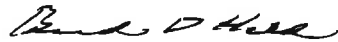
NOTE: If this statement of political contributions is being made on behalf of a business entity or other type of organization, a separate, additional, statement of political contributions may be required by the DuPage Airport Authority. When making this statement of political contributions in an individual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

VERIFICATION:

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

1/31/17

(date)




(signature)


Senior Vice President

(title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: David Bird 
Executive Director

RE: Proposed Resolution 2017-2117; Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski for 220 Acres

DATE: September 11, 2017

SUMMARY:

In addition to the 325 acres of farmland that is currently under a cash farm lease for farm parcels located north of the Prairie Landing Golf Club, the Airport Authority also leases approximately 316 acres of farm parcels in the DuPage Business Center (“DBC”).

Crops grown on the 316 acres are restricted to hay, soybeans or wheat; with the exception of corn in a 17 acre parcel located east of McChesney Road. Under a recent lease reduction, Henry Harvell currently leases 96 acres of farm parcels in the DBC for alfalfa hay crops. The Authority has negotiated a cash farm lease for the remaining 220 acres in the DBC with Jeff Laczynski for the term of October 1, 2017 through December 31, 2018 subject to two (2) one (1) year extensions at the sole discretion of the Authority for rent of \$23,100 (\$105 per acre) payable annually commencing on March 15, 2018.

In negotiating with several local farmers with per acre rent offers of \$50-\$75 per acre, executing a cash farm lease with Jeff Laczynski is in the best interest and most advantageous to the Authority. Mr. Laczynski will begin tillage and weed removal on existing farm parcels this fall in preparation of soybean planting in late Spring 2018.

PREVIOUS COMMITTEE/BOARD ACTION:

September 20, 2017 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

The cash farm lease with Jeff Laczynski is for a term of October 1, 2017 through December 31, 2018 subject to two (2) one (1) year extensions at the sole discretion of the Authority for rent of \$23,100 (\$105 per acre) payable annually commencing on March 15, 2018.

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal counsel has drafted the Cash Farm Lease between the DuPage Airport Authority and Jeff Laczynski.

ATTACHMENTS:

- Proposed Resolution 2017-2117; Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski for 220 Acres

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 2017-2117; Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski for 220 Acres.



Jeff Laczynski Leased Farm Parcels

RESOLUTION 2017-2117

Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski for 220 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, as Landlord, and Jeff Laczynski, as Tenant, have negotiated a Cash Farm Lease for approximately 220 acres located within the DuPage Business Center; and

WHEREAS, rent of \$23,100 (\$105 per acre) shall be payable annually commencing on March 15, 2018; and

WHEREAS, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to lease approximately 220 acres of Authority owned farm land to Jeff Laczynski; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority be authorized to enter into a Cash Farm Lease with Jeff Laczynski for the term of October 1, 2017 through December 31, 2018, subject to two (2) one (1) year extensions at the sole discretion of the Authority, with a rental rate of \$105 per acre (\$23,100 annual rent), payable annually on March 15th; 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 Jeff Laczynski 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 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

MEMORANDUM

To: DuPage Airport Authority Board of Commissioners

From: Bruce E. Garner

Date: September 13, 2017

Subject: Commonwealth Edison – Kautz Road Easement

File: DuPage Airport Authority / No. 2407

In 1991, the DuPage Airport Authority (the “Authority”) granted Commonwealth Edison (“ComEd”) an easement on the north side of International Drive near Kautz Road for the installation of certain electrical facilities. ComEd has requested an additional 20 ft. x 50 ft. easement adjacent to the 1991 easement for the installation of a proposed irrigation pump for its existing facilities. Our law firm has worked closely with Authority staff and counsel for ComEd to draft the easement utilizing the Authority’s standard easement form used in similar situations. The Easement Agreement contains provisions covering such issues as indemnification, insurance, liens, damage, restoration and relocation. Once executed, the Easement Agreement will be recorded in the DuPage County Recorder’s Office.

Our law firm recommends that the Board of Commissioners authorize the Executive Director to execute the Easement Agreement with Commonwealth Edison Company.

RESOLUTION 2017-2118

**Authorizing the Execution of Easement Agreement
with Commonwealth Edison Company**

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

WHEREAS, the Authority owns land adjacent to International Drive and Kautz Road, West Chicago, Illinois; and

WHEREAS, Commonwealth Edison Company ("ComEd") requires an easement over said land to locate facilities which serve the Authority and surrounding customers; and

WHEREAS, the Authority deems it in the best interests of the Authority and the general public to grant ComEd such an easement.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director of the Authority to execute an Easement Agreement with Commonwealth Edison Company, a copy of which is attached hereto, and take whatever steps necessary to effectuate the terms of said Easement 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 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT ("Agreement") is made as of this ____ day of _____, 2017 by and between the DuPAGE AIRPORT AUTHORITY, an Illinois Special District ("GRANTOR") and COMMONWEALTH EDISON COMPANY, an Illinois corporation ("GRANTEE") (collectively the "Parties" or individually a "Party"), under the following circumstances:

FOR RECORDER'S USE ONLY

RECITALS

WHEREAS, GRANTEE desires to obtain an easement to construct, operate, repair maintain, modify, reconstruct, replace, supplement, relocate and remove, from time to time, cable, conduits, manholes, transformers, pedestals and other facilities used in connection with underground transmission and distribution of electricity sounds and signals (collectively the "Facilities"), together with a right of access to the Facilities and the right from time to time to trim or remove trees, bushes and saplings to clear all obstructions for the surface and subsurface as may be required incident to the grant herein given on and under property owned by GRANTOR on the terms and conditions expressly set forth herein; and

WHEREAS, the GRANTOR now finds it necessary and convenient to grant said easement to GRANTEE, and GRANTEE finds it convenient to accept such grant of said easement from the GRANTOR;

NOW, THEREFORE, in consideration of the sum of Ten Dollars (\$10.00), the mutual agreements and covenants herein contained and other good and valuable consideration paid by GRANTEE to GRANTOR, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **Incorporation of Recitals.** The Recitals set forth above are incorporated herein by this reference and made a part hereof.

2. **Facilities Easement.** GRANTOR creates, declares, establishes and grants unto GRANTEE, its agents, successors, employees and any contractors GRANTEE may employ, a perpetual, non-exclusive easement for ingress and egress to, from, over, upon, under and across a 20 ft. by 50 foot (ft.) wide portion of the property owned by Grantor depicted and legally described in Exhibit A attached hereto and made a part hereof (the "Easement Area") to: (i) construct, operate, repair maintain, modify, reconstruct, replace, supplement, relocate and remove, from time to time, cable, conduits, manholes, transformers, pedestals and other facilities used in connection with the Facilities; and (ii) from time to time, to trim or remove trees, bushes and saplings to clear all obstructions for the surface and subsurface.

3. **Standard of Maintenance.** GRANTEE, or its agents, employees, licensees, contractors, assignees, or invitees shall exercise reasonable care when performing and completing such maintenance, repair, restoration, removal or replacement so as to avoid damaging existing landscaping, utilities, improvements, structures, and infrastructure on GRANTOR's property and shall conduct such entry so as not to unreasonably interfere with the ordinary and reasonable use thereof. In the event there is damage, including but not limited to damage to existing grass, mulched materials and infrastructure, to GRANTOR's property due to the performance of such maintenance, repair, restoration or replacement work by GRANTEE, its agents, successors, employees or any contractors GRANTEE may employ, GRANTEE shall inform GRANTOR of

such damage and within a reasonable timeframe thereafter complete the repair, maintenance, replacement, removal or restoration of any damaged property to that condition which existed prior to said damage by GRANTEE, its agents, employees, licensees, contractors, assignees, or invitees. If GRANTEE fails to diligently repair or restore such damage or complete the same as specified herein, GRANTOR may perform the repair or restoration and deliver notice of its costs of such to GRANTEE; and GRANTEE shall pay the same to GRANTOR within thirty (30) days of GRANTOR's delivery of such notice to GRANTEE; provided, however, that GRANTEE shall not be required to restore any damage done to any site improvements or landscaping constructed or installed by GRANTOR (or any party authorized by GRANTOR) in the Easement Area after the date of this Easement Agreement.

4. Indemnity. GRANTEE, on behalf of itself, its agents, successors, assigns, employees or any contractors GRANTEE may employ, agrees to indemnify, defend and hold GRANTOR and its lessees, tenants, officers, directors, board members, employees and agents (collectively the "GRANTOR PARTIES") harmless for any and all loss of life, injury to persons or damage to real or personal property that may be sustained by the other or others, directly or indirectly, due to the acts or omissions of GRANTEE, its agents, successors, employees, assigns, designees or any contractors GRANTEE may employ, related to or arising from the rights, duties, or obligations under this Agreement. Notwithstanding anything to the contrary contained herein, in no event shall any liability extend to (i) matters proximately caused by the negligent or willful misconduct of GRANTOR or any of the GRANTOR PARTIES, or (ii) matters that are directly related to the provision of electrical service by GRANTEE.

5. Insurance. GRANTEE shall comply with the terms of Exhibit B during the term of this Agreement.

6. **Liens.** GRANTEE shall not permit any mechanic's lien to stand against GRANTOR's property for any labor or materials in connection with work of any character performed on GRANTOR's property at the direction of GRANTEE. In the event of any such lien attaching to GRANTOR's property as a result of GRANTEE's work thereon, GRANTEE shall immediately have such lien either released, or if contested by GRANTEE, bonded over in the amount of one hundred percent (100%) of the claim and defend GRANTOR's interests against such lien pursuant to the provisions of Paragraph 4 above.

7. **Reservation.** GRANTOR reserves the right to use, and to allow others the right to use, the Easement Area in any manner that will not adversely affect or materially interfere with the exercise by GRANTEE of the rights herein granted. Further, GRANTOR retains the right to plant vegetation or driveways as may be necessary over portions of the Facilities Easement Area. GRANTOR shall erect no buildings on the Easement Area, unless the Facilities are relocated pursuant to the terms of Paragraph 8 hereof.

8. **Relocation.** GRANTOR reserves the right, at GRANTOR's sole cost and expense, to relocate from time to time the Easement Area and all of the GRANTEE's improvements located therein when such relocation is reasonably necessary to facilitate the construction of other improvements upon GRANTOR's property but not interfere with GRANTOR use. If GRANTOR exercises its relocation rights reserved in this Paragraph 8:

- (a) GRANTOR shall provide GRANTEE prior written notice of GRANTOR's intention to relocate the Easement Area and GRANTEE's improvements located therein;
- (b) Within a reasonable time after receipt by GRANTEE of such notice, GRANTOR and GRANTEE shall use their best efforts to identify the best possible site for the new easement;

- (c) Upon identification of the new easement area, GRANTOR and GRANTEE shall execute, acknowledge and record an amendment to this Agreement to reflect the relocation of the Easement Area and the termination of this Agreement as to that portion of the Easement Area relocated pursuant to this provision;
- (d) Within a reasonable time after the new easement has been identified, GRANTOR shall inform GRANTEE of the probable commencement and completion dates of the relocation work;
- (e) GRANTOR shall improve the new easement in the same manner as the original Easement Area, all at GRANTOR's cost and expenses; and
- (f) Upon completion of all relocation work, GRANTOR and GRANTEE shall execute, acknowledge and record a partial release of this Agreement as to that portion of the Easement Area relocated pursuant to this provision.

9. **Successors.** The term "Grantor's Successors" shall mean and include each of GRANTOR's successors in title to the Easement Area or any part thereof or interest therein. The easements, rights and privileges herein granted to GRANTEE and reserved to GRANTOR, and all of the covenants and agreements of the parties herein:

- (a) are hereby declared to be, and shall be, easements, rights, covenants and agreements running with the land;
- (b) shall be binding upon, inure to the benefit of, and be enforceable in actions at law or in equity against, GRANTEE; and
- (c) shall be binding upon, inure to the benefit of, and be enforceable in actions at law or in equity by, GRANTOR and each of Grantor's Successors, but only during and/or with respect to such periods of time as GRANTOR, or

each such Grantor's Successor, shall respectively own an interest in the Facilities Easement Area, or any part thereof.

10. Remedies and Attorneys' Fees. In the event of a breach of any of the covenants contained herein, either Party or its successors may enforce the terms of this Agreement by appropriate action for damages and/or injunction and should any such Party prevail in such a proceeding, that Party shall recover, as part of its costs, all reasonable attorneys' fees and costs incurred therein from the non-prevailing Party.

11. Notices. Any and all notices or communications made in connection with this Agreement required to be delivered hereunder shall be deemed properly delivered when and if personally delivered, faxed, or mailed by registered mail or certified mail, return receipt requested, postage prepaid, to the Parties or their attorneys, as set forth below:

If to GRANTOR:

ATTN: Executive Director
DuPage Airport Authority
2700 International Drive, Suite 200
West Chicago, IL 60185

with a copy to:

Phillip A. Luetkehans, Esq.
Schrott, Luetkehans & Garner, LLC
105 East Irving Park Road
Itasca, IL 60143

If to GRANTEE:

Commonwealth Edison Company
Real Estate Services
Three Lincoln Centre, 4th Floor
Oakbrook Terrace, IL 60181

With a copy to:

Exelon Business Services Company, LLC
10 South Dearborn St., 49th Flr. Chicago, IL
60603
Attn: Asst. General Counsel – Real Estate

12. **Holidays and Weekends.** Wherever under the terms of this Agreement the time for performance falls upon a Saturday, Sunday or legal holiday, such time for performance shall be extended to the next business day.

13. **Controversies.** This Agreement, and all questions of interpretation, construction and enforcement hereof and all controversies hereunder shall be governed by the applicable statutory or common law provisions of the State of Illinois.

14. **Severance.** In the event any term or provisions of this Agreement shall be held illegal, invalid, unenforceable or inoperative as a matter of law, the remaining terms and provisions of this Agreement shall not be affected thereby and shall remain valid and in full force and effect.

15. **Captions and Titles.** The titles of the sections of this Agreement and the captions at the beginning of the several paragraphs, respectively, are for convenience in locating the context, but are not to be used with the interpretation of the terms of this Agreement.

16. **Entirety.** This Agreement, its attachments and those agreements referenced herein embody the entire understanding between the Parties with respect to this Agreement.

17. **Amendments.** No extensions, changes, modifications or amendments to or of this Agreement, of any kind whatsoever, shall be valid unless made in writing and fully signed by the Parties with a finalized copy of the amendment distributed between the Parties.

18. **Exceptions.** The easement granted herein shall be subject to all covenants, easements and restrictions of record, building and zoning ordinances, resolutions and regulations, questions of survey, and rights of any parties which would be revealed by a physical inspection of the Easement Areas.

19. **Legal Authority.** Each Party represents that it has the legal power, right and authority to enter into this Agreement, consummate the transaction contemplated hereby and to execute and deliver all documents and instruments to be delivered hereunder. The Parties further

warrant and represent that the execution and delivery of this Agreement is not prohibited by and will not conflict with any order, rule or regulation of any court or other governmental agency or official.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed on the day and in the year first written above.

GRANTOR:

GRANTEE:

DuPAGE AIRPORT AUTHORITY,
an Illinois Special District

COMMONWEALTH EDISON COMPANY, an
Illinois corporation

By: _____

By: _____

Its: _____

Its: _____

STATE OF ILLINOIS)
) SS
COUNTY OF DuPAGE)

I, the undersigned, a Notary Public in and for and residing in said County and State, DO HEREBY CERTIFY that _____ as _____ of the DUPAGE AIRPORT AUTHORITY, an Illinois Special District, personally known to me to be the same person whose name is subscribed to the foregoing instrument as such _____, appeared before me this day in person and acknowledged that he/she signed and delivered said instrument as his/her own free and voluntary act and as the free and voluntary act of said airport authority.

GIVEN under my hand and notarial seal as of this ____ day of _____, 2017.

Notary Public

My Commission Expires: _____

STATE OF ILLINOIS)
) SS
COUNTY OF DuPAGE)

I, the undersigned, a Notary Public in and for and residing in said County and State, DO
HEREBY CERTIFY that _____, as
_____ of the COMMONWEALTH EDISON COMPANY, an Illinois
corporation, personally known to me to be the same person whose name is subscribed to the
foregoing instrument as such _____, appeared before me this day in person and
acknowledged that he/she signed and delivered said instrument as his/her own free and voluntary
act and as the free and voluntary act of said Corporation.

GIVEN under my hand and notarial seal as of this ____ day of _____, 2017.

Notary Public

My Commission Expires: _____

PIN: 01-31-101-009

**Common Address:
2722 INTERNATIONAL DR
WEST CHICAGO IL 60185**

**This instrument prepared by
and after recording return to:**

Phillip A. Luetkehans, Esq.
SCHIROTT, LUETKEHANS & GARNER, LLC
105 East Irving Park Road
Itasca, IL 60143
630-760-4601

EXHIBIT A

DUPAGE AIRPORT COMED EASEMENT EXHIBIT "A"

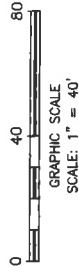
PT. SECTION 31, T40N, R9E, WAYNE TOWNSHIP, DUPAGE COUNTY, ILLINOIS

LEGEND



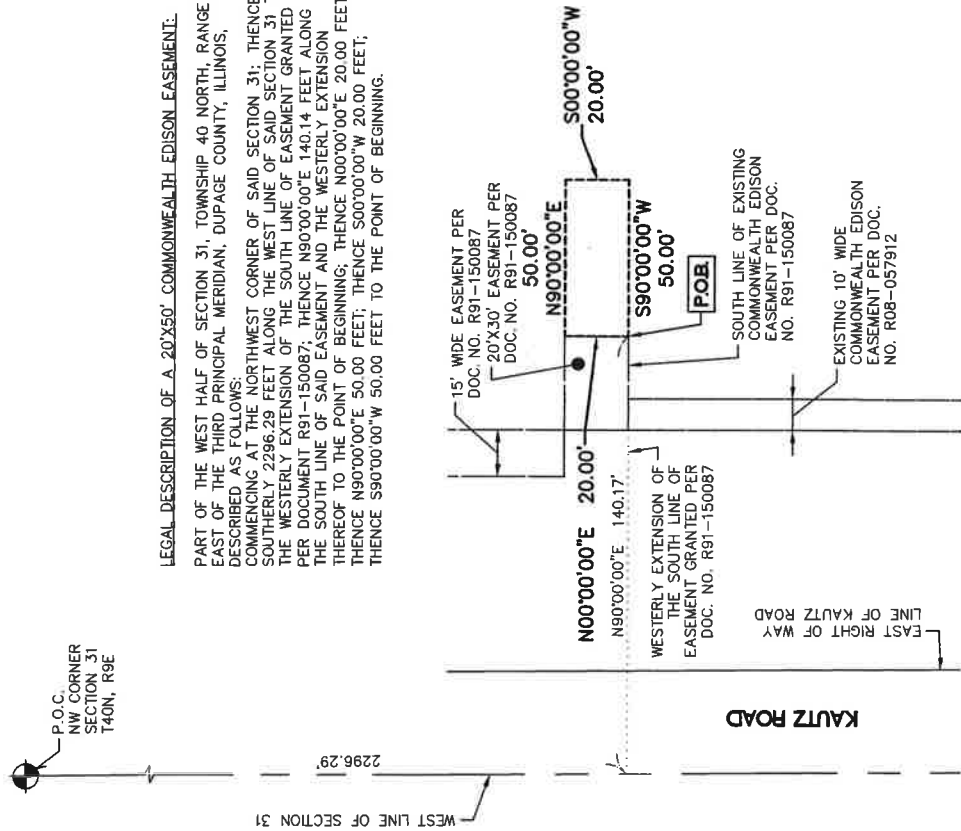
- SECTION CORNER
- PROPOSED EASEMENT
- SECTION LINE
- EXISTING EASEMENT

P.O.C.
NW CORNER
SECTION 31
T40N, R9E



LEGAL DESCRIPTION OF A 20'X50' COMMONWEALTH EDISON EASEMENT:

PART OF THE WEST HALF OF SECTION 31, TOWNSHIP 40 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, DUPAGE COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS:
 COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 31; THENCE SOUTHERLY 2296.29 FEET ALONG THE WEST LINE OF SAID SECTION 31 TO THE WESTERLY EXTENSION OF THE SOUTH LINE OF EASEMENT GRANTED PER DOCUMENT R91-150087; THENCE N90°00'00"E 140.14 FEET ALONG THE SOUTH LINE OF SAID EASEMENT AND THE WESTERLY EXTENSION THEREOF TO THE POINT OF BEGINNING; THENCE N00°00'00"E 20.00 FEET; THENCE N90°00'00"E 50.00 FEET; THENCE S00°00'00"W 20.00 FEET; THENCE S90°00'00"W 50.00 FEET TO THE POINT OF BEGINNING.



COMED <small>AN Edison Company</small>		RUSSELL WAID DILLON LAND SURVEYOR & ADMINISTRATOR 1 LINCOLN CENTRE, 60181 OAKBROOK TERRACE, IL PHONE: (630)576-7045 CELL: (630)441-6461		PREPARED BY: ATWELL 1245 EAST DIEHL ROAD SUITE 100 NAPERVILLE, IL 60563 PHONE: (630)577-0800 FAX: (630)577-0900 DESIGN FIRM #184-005876		APPROVED BY: KOA CHECKED BY: KOA		DUPAGE AIRPORT COMED EASEMENT EXHIBIT "A" COMED ORDER #17-169, CONTRACTOR #1153462		SHEET NO. 17-169 OF 1	
				OFFICE: NAPERVILLE, IL DATE: 08/02/2017		CONTRACT NO. 1153462 ORDER NO. 17-169		SCALE: 1" = 40' DATE: 08/02/2017		SHEET NO. 17-169 OF 1	

EXHIBIT B



701 Ninth Street, NW
Washington, DC 20068
March 1, 2017

DuPage Airport Authority
2700 International Drive
West Chicago, IL 60185

Re: ComEd Insurance Compliance – DuPage Airport Authority

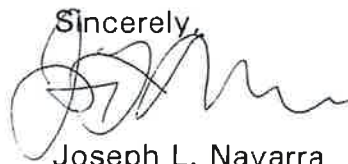
Please be advised that Commonwealth Edison is covered under a self-insurance program maintained by its parent company, Exelon Corporation, and we will self-insure its obligations as they may arise. Commonwealth Edison is thus hereby named as an insured to this program. The self-insurance program is more fully described as follows:

1. Commercial General Liability – Exelon Corporation maintains a self-insured retention of \$10 million per occurrence. We also maintain excess liability insurance above this self-insured retention.
2. Workers' Compensation and Employer's Liability – Exelon is a qualified self-insurer in Illinois for all statutory benefits and employer's liability.
3. Automobile Liability – Exelon is a qualified self-insurer in Illinois for automobile liability.
4. Pollution Liability - Exelon Corporation maintains a self-insured retention of \$10 million per occurrence. We also maintain excess liability insurance above this self-insured retention.
4. Property/All Risk Insurance – Exelon Corporation maintains excess "all risk" property insurance on a replacement cost basis with a self-insured retention of \$10,000,000.

Exelon Corporation shall consider the above-described program of self-insurance to be continuous and shall provide at least thirty (30) days prior written notice of cancellation to the addressee of this letter.

This letter will also confirm that DuPage Airport Authority and its officers, agents or employees are hereby added as an additional insured under our self-insured program.

Should you have any questions, please feel free to contact me on (202) 872-2195.

Sincerely,

Joseph L. Navarra
Principal Insurance Analyst
Exelon Corporation

MEMORANDUM

To: DuPage Airport Authority Board of Commissioners

From: Bruce E. Garner

Date: September 13, 2017

Subject: 1525 Kautz Road - Land Lease Assignment

File: DuPage Airport Authority / No. 2407

The DuPage Airport Authority (the “Authority”) is the landlord under a Land Lease Agreement dated April 9, 2001 for the property commonly known as 1525 Kautz Road (the “Land Lease”). The initial term of the Land Lease ends on May 9, 2039 and there are two tenant renewal options for successive 25-year periods. The property is improved with an office building which the tenant rents out. Over the years, the Land Lease Agreement has been assigned several times. The current tenant under the Land Lease, K.C. Investments, LLC, seeks to assign its interest in the Land Lease to 1525 Kautz, LLC. The parties to that transaction have sought the Authority’s consent to that assignment. Paragraph 8 of the Land Lease indicates that no assignment of the tenant shall be made without the prior written consent of the Authority, which consent shall not be unreasonably withheld.

Counsel for the parties to the Assignment Agreement and counsel for the DAA have drafted a Consent to Assignment of Land Lease and an Estoppel Certificate, which utilizes the same format as those documents executed for past assignments and is acceptable to our law firm. Therefore, our law firm recommends approval and execution of the Consent to Assignment of Land Lease and Estoppel Certificate.

RESOLUTION 2017-2119

Authorizing the Execution of Certain Documents for 1525 Kautz Road

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

WHEREAS, the Authority, as Landlord, currently leases the land known as 1525 Kautz Road (the “Property”) to K.C. Investments, LLC (“K.C.”) under the Land Lease Agreement dated April 9, 2001; and

WHEREAS, K.C. desires to transfer and assign its leasehold interest in the Property to 1525 Kautz, LLC and has requested the Authority execute a Consent to Assignment of Land Lease (the “Consent”); and

WHEREAS, the Authority has additionally been asked to execute an Estoppel Certificate to further the assignment transaction between the parties; and

WHEREAS, executing said Consent and Estoppel Certificate is in the best interests of the Authority and the general public.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority here authorizes the Executive Director of the Authority to execute said Consent to Assignment of Land Lease and Estoppel Certificate, copies of which are attached hereto, and to take whatever steps necessary to effectuate the terms of said documents.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

CONSENT TO ASSIGNMENT OF LAND LEASE

WHEREAS, pursuant to that certain Land Lease Agreement entered into by and between DUPAGE AIRPORT AUTHORITY, an Illinois Special District (the "DAA"), and Landings 1525, LLC, an Illinois limited liability company (the "LLC"), dated April 9, 2001 (the "Land Lease"), the LLC agreed to lease from the DAA, and the DAA agreed to lease to the LLC, certain real property described therein and commonly described as 1525 Kautz Road, West Chicago, Illinois 60185 (the "Premises"); and

WHEREAS, on January 20, 2006, the LLC, with the written consent of the DAA, assigned its interest in the Premises as the Land Lessee under the Land Lease to DONALD BURTON and PEGGY BURTON, individuals residing at 1202 Timberlane Drive, Sterling, Illinois 61081 (collectively, the "Burtons"), pursuant to an Assignment of Lessee's Interest in Land Lease Agreement; and

WHEREAS, on May 21, 2007, the Burtons, with the written consent of the DAA, assigned their interest in the Premises as the Land Lessee under the Land Lease to K.C. Investments, L.L.C. ("Assignor"), pursuant to an Assignment of Lessee's Interest in Land Lease Agreement; and

WHEREAS, Assignor and 1525 Kautz, LLC, an Illinois limited liability company (the "Assignee") intend to enter into that certain agreement ("Assignment Agreement") attached hereto as Exhibit A whereby Assignor shall assign all of its right, title and interest in and to the Land Lease to Assignee; and

WHEREAS, Section 8 of the Land Lease provides that no assignment of rights under the Land Lease shall be made without the prior written consent of the DAA; and

WHEREAS, Assignor and Assignee intend the assignment and assumption provisions of this Consent to Assignment of the Land Lease (this "Consent") to become effective upon the date the Assignment Agreement is executed (the "Effective Date"); and

WHEREAS, this Consent is being issued at the express request of Assignor and Assignee.

NOW, THEREFORE, in consideration of the foregoing recitals which by this reference are incorporated herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord, Assignor and Assignee agree and represent as follows:

1. Assignment Agreement. Assignor and Assignee hereby represent and warrant that: (a) a true, complete and correct copy of the proposed Assignment Agreement is attached hereto as Exhibit A; and (b) upon execution and delivery thereof the Assignment Agreement will fully assign all of Assignor's right, title and interest in the Land Lease to Assignee (the "Assignment").

2. Representations. Assignor hereby represents and warrants that Assignor (i) has full power and authority to assign its entire right, title and interest in the Land Lease to Assignee; (ii) has not transferred or conveyed its interest in the Land Lease to any person or entity, collaterally or otherwise; and (iii) has full power and authority to enter into the Assignment Agreement and this Consent. Assignee hereby represents and warrants that Assignee has full power and authority to enter into the Assignment Agreement and this Consent.

3. No Release. Nothing contained in the Assignment Agreement or this Consent shall be construed as relieving or releasing the Assignor from any of its obligations under the Land Lease. In furtherance of the foregoing, it is expressly understood that Assignor shall remain liable for all such obligations notwithstanding the Assignment or any subsequent assignment, sublease or transfer of the interest of the tenant under the Land Lease. In no event shall the Assignment Agreement or this Consent be construed as granting or conferring upon the Assignor or the Assignee any greater rights than those contained in the Land Lease nor shall there be any diminution of the rights and privileges of the Landlord under the Land Lease, nor shall the Land Lease be deemed modified in any respect. It is specifically understood and agreed that Landlord is not a party to the Assignment Agreement and, notwithstanding anything to the contrary contained in the Assignment Agreement, is not bound by any terms, provisions, representations or warranties contained in the Assignment Agreement and is not obligated to Assignor or Assignee for any of the duties and obligations contained therein.

4. Assignee's Assumption of Duties and Liabilities. Assignee agrees that upon execution and delivery thereof of the Assignment Agreement and this Consent, as between Landlord and Assignee, Assignee does hereby assume all of the duties and obligations of the lessee under the Land Lease.

5. Review Fee. In consideration for the execution of this Consent by Landlord, Assignor hereby agrees to pay to Landlord a fee of \$2,000.00, which fee shall be due and payable on the Landlord's delivery of this Consent.

6. Landlord's Consent. Landlord hereby consents to the Assignment. This Consent shall not constitute a waiver of the obligation of the tenant under the Land Lease to obtain the Landlord's consent to any subsequent assignment, sublease or other transfer under the Land Lease, nor shall it constitute a waiver of any existing defaults under the Land Lease.

7. Notice Address. From and after the Effective Date, any notices any party may wish to serve on Assignee shall be given to Assignee at the address of the Premises and otherwise in accordance with the provisions for notices pursuant to the Land Lease. From and after the Effective Date, any notices any party may wish to serve on Assignor shall be given in the manner provided in the Land Lease for notices pursuant to the Land Lease, except that the following address shall be used:

KC Investments LLC
PO Box 8517
Northfield, Illinois 60093
Attn: Sydney McGivern

8. Authority. Each signatory to this Consent represents hereby that he or she has the authority to execute and deliver the same on behalf of the party hereto for which such signatory is acting.

9. Counterparts. This Consent may be executed in counterparts and shall constitute an agreement binding on all parties notwithstanding that all parties are not signatories to the original or the same counterpart provided that all parties are furnished an original of each other's signatures on this Consent.

IN WITNESS WHEREOF, the parties hereto have executed this Consent as of the ____ day of _____, 2017.

LANDLORD:

THE DUPAGE AIRPORT AUTHORITY, an Illinois Special District

By _____

Print Name _____

Its _____

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

On this ____ day of _____, 2017, before me a Notary Public, in and for said County in the State aforesaid, do hereby certify that _____, as _____ of the DuPage Airport Authority, an Illinois Special District, personally known to me to be the same person whose name is subscribed to the foregoing instrument as such officer, appeared before me this day in person and acknowledged that he signed and delivered said instrument as his own free and voluntary act and as the free and voluntary act of said Illinois Special District for the uses and purposes therein set forth.

Notary Public

ASSIGNOR:

K.C. INVESTMENTS, L.L.C., an Illinois Limited Liability Company

By _____

Print Name _____

Its _____

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

On this ____ day of _____, 2017, before me a Notary Public, in and for said County in the State aforesaid, do hereby certify that _____ as _____ of K.C. Investments, L.L.C., an Illinois Limited Liability Company, personally known to me to be the same person whose name is subscribed to the foregoing instrument as such officer, appeared before me this day in person and acknowledged that he/she signed and delivered said instrument as his/her own free and voluntary act and as the free and voluntary act of said company for the uses and purposes therein set forth.

Notary Public

ASSIGNEE:

1525 KAUTZ, LLC, an Illinois limited liability company

By: _____
Carl Schirtzinger

Its Manager

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

On this ____ day of _____, 2017, before me a Notary Public, in and for said County in the State aforesaid, do hereby certify that _____ as _____ of 1525 Kautz, LLC, personally known to me to be the same person whose name is subscribed to the foregoing instrument as such officer, appeared before me this day in person and acknowledged that he/she signed and delivered said instrument as his/her own free and voluntary act and as the free and voluntary act of said company for the uses and purposes therein set forth.

Notary Public

ESTOPPEL CERTIFICATE

To: 1525 Kautz, LLC ("Purchaser")
c/o Zinger Property Group, Inc.
324 West State Street, Suite 109
Geneva, Illinois 60134
Attn: Carl Schirtzinger

K.C. Investments, LLC ("Tenant")
PO Box 8517
Northfield, Illinois 60093
Attn: Sydney McGivern

Re: 1525 Kautz Road, West Chicago, Illinois (the "Property")

The following statements are made with the knowledge that the parties referenced above and Purchaser's mortgagee, First Community Bank and Trust, are relying on them in connection with the purchase and sale and financing of Tenant's leasehold interest in the Property.

The undersigned ("Landlord"), being the Landlord under the Lease (referred to and defined in Paragraph 1 below) for the Property, hereby states, as of the date hereof, that:

1. Landlord is the owner of the land located at 1525 Kautz Road, West Chicago, Illinois, and is the landlord under that certain Land Lease Agreement dated as of April 9, 2001, demising to Tenant the Property. The Land Lease Agreement and all amendments and other agreements referred to below are referred to collectively herein as the "Lease." The initial term of the Lease commenced on April 9, 2001 and will expire on May 9, 2039, and Tenant has two (2) options to extend the term of the Lease for 25 years each. There have been no amendments, modifications or revisions to the Lease, except as follows: (a) that certain Assignment of Lessee's Interest in Land Lease Agreement by and between Landings 1525, LLC, an Illinois limited liability company, as assignor, and Donald B. Burton and Peggy J. Burton, individuals residing in the State of Illinois, as assignee, dated as of January 20, 2006; and (b) that certain Assignment of Lessee's Interests in Land Lease Agreement by and between Donald B. Burton and Peggy J. Burton, individuals residing in the State of Illinois, as assignor, and Tenant, as assignee.

2. The Lease has been duly authorized and executed by Landlord and is in full force and effect and is valid and binding against Landlord.

3. Tenant is currently obligated to pay ground rent ("Rent") under the Lease in the annual amount of \$37,496.76, payable in monthly installments of \$3,124.73. All Rent and any other amounts due under the Lease have been paid through September 30, 2017. Pursuant to Section 3.1 of the Lease, Rent payable thereunder adjusts annually on April 1st of each calendar year.

4. Tenant is not in monetary default under the Lease.

5. The statements made by Landlord herein shall not operate to amend or otherwise modify the terms of the Lease.

EXECUTED as of the ____ day of _____, 2017

LANDLORD:

THE DUPAGE AIRPORT AUTHORITY,
an Illinois Special District

By: _____

Name: _____

Its: _____

RESOLUTION 2017-2120

AUTHORIZING THE EXECUTION OF A WAIVER AGREEMENT WITH CENTERPOINT PROPERTIES TRUST TO TERMINATE CNT'S EXCLUSIVE RIGHT TO DEVELOP AND LEASE THE DuPAGE BUSINESS CENTER AS IT RELATES TO NORIX GROUP, INC.

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

WHEREAS, on November 12, 2014, the Authority and CNT entered into a First Amendment to the Agreement; and

WHEREAS, on November 11, 2015, the Authority and CNT entered into to a Second Amendment to the Agreement; and

WHEREAS, under the Agreement and the amendments thereto, CNT has the exclusive right to develop the Park until September 30, 2017 (the "Scheduled Termination Date");

WHEREAS, the Authority desires to directly enter into an agreement with Norix Group Inc. ("Norix") to allow Norix to develop approximately 22.16 acres in the Park (the "Subject Property");

WHEREAS, CNT desires to waive its right to develop the Subject Property on the terms set forth in the Waiver Agreement, attached hereto as Exhibit 1 (the "Waiver Agreement");

WHEREAS, under the Waiver Agreement, if the Authority and Norix enter into an agreement for the sale or lease of all or a portion of the Park on or before March 31, 2018 the DAA will pay CNT One Hundred Thousand Dollars (\$100,000.00) at the time of, and contingent upon, the closing of the sale or lease of land in the Park to Norix;

WHEREAS, under the Waiver Agreement, if the Authority enters into an agreement for the sale or lease of all or a portion of the Park prior to the Scheduled Termination Date, the Authority will pay Jones Lang LaSalle Midwest LLC a commission at the time of closing of a sale or lease of land in the Park to Norix based upon the Schedule attached as Exhibit B to the Waiver Agreement;

WHEREAS, due to the impending Scheduled Termination Date, Executive Director Bird executed the Waiver Agreement, subject to ratification by the Authority's Board of Commissioners; and

WHEREAS, the Authority's Board of Commissioners deems it to be in the best interests of the DAA to approve the Waiver Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes and ratifies the Executive Director, David Bird's, execution of the Waiver Agreement, attached hereto as Exhibit 1, and to take whatever steps necessary to effectuate the terms of the Waiver Agreement.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

SECRETARY

RESOLUTION 2017-2120

RESOLUTION 2017-2121

APPROVING THE EXECUTION OF A TEMPORARY CONSTRUCTION EASEMENT AGREEMENT BETWEEN THE DuPAGE AIRPORT AUTHORITY, THE COUNTY OF KANE AND NATIONAL TECHNOLOGIES NTI

WHEREAS, the DuPage Airport Authority (the "Authority") has leased the Communications Building (the "Building") in the DuPage Business Center to CenterPoint Properties Trust ("CNT") and CNT has entered into an agreement with ISI Communications, Inc. ("ISI") to manage and operate the building and the facilities therein; and

WHEREAS, ISI is in the process of entering into an agreement with the County of Kane ("Kane") to provide services to Kane through the use of the Building (the "Agreement"); and

WHEREAS, Kane has hired the services of National Technologies NTI ("NTI") to install certain fiber technology to connect with the Building; and

WHEREAS, as part of that Agreement, Kane and NTI are to repair certain duct banks that were previously damaged in the relocation of Illinois Route 38; and

WHEREAS, the Authority's Board of Commissioners deem it in the best interests of the Authority to grant Kane and NTI a Temporary Construction Easement to make these repairs to the duct banks.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby approves the execution of the Temporary Construction Easement Agreement by the Executive Director, David Bird, and authorizes him to take whatever steps necessary to effectuate the terms of the Temporary Construction Easement Agreement.

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of September, 2017.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2017-2121