



**DUPAGE AIRPORT
AUTHORITY**

**BOARD OF COMMISSIONERS
REGULAR MEETING and ANNUAL MEETING
WEDNESDAY, JANUARY 20, 2021; 3:00 p.m.**

**DuPAGE AIRPORT AUTHORITY
DANIEL L. GOODWIN FLIGHT CENTER BUILDING
THIRD FLOOR CONFERENCE ROOM
2700 INTERNATIONAL DRIVE
WEST CHICAGO, ILLINOIS 60185**

TENTATIVE AGENDA

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

RECESS REGULAR MEETING

CONVENE ANNUAL MEETING

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ELECTION OF OFFICERS FOR THE 2021 FISCAL YEAR**
 - a. Chairman**
 - b. Vice-Chairman**
 - c. Treasurer**
 - d. Secretary**
 - e. Assistant Treasurer**
 - f. Assistant Secretary**

- 4. REVIEW OF COMMITTEE ASSIGNMENTS**

TAB #1

PAGE #6

ADJOURNMENT OF ANNUAL MEETING

RECONVENE REGULAR MEETING

- 4. **APPROVAL OF MINUTES** **TAB #2** **PAGE #7**
 - a. **November 18, 2020 Regular Board Meeting**
 - b. **December 14, 2020 Special Board Meeting**
 - c. **November 2, 2020 Special Finance Committee Meeting**
- 5. **DIRECTOR'S REPORT** **TAB #3** **PAGE #17**
- 6. **REVIEW OF FINANCIAL STATEMENTS** **TAB #4** **PAGE #20**

REPORT OF OFFICERS/COMMITTEES

- a. **Internal Policy and Compliance Committee**
- b. **Finance, Budget & Audit Committee**
- c. **Golf Committee**
- d. **Capital Development, Leasing & Customer Fees Committee**
- e. **DuPage Business Center**

- 7. **OLD BUSINESS**
None

8. **NEW BUSINESS**

- a. **Proposed Ordinance 2021-348; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2021 and Ending December 31, 2021.**
TAB #5 **PAGE #34**
- b. **Proposed Ordinance 2021-349; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.**
TAB #6 **PAGE #121**
- c. **Proposed Resolution 2021-2406; Approving the Use of Outside Attorneys for the Fiscal Year 2021 Beginning January 1, 2021 and Ending December 31, 2021.**
Approves utilizing the firms of Luetkehans, Brady, Garner & Armstrong and SheppardMullin to provide legal services for the 2021 fiscal year.
TAB #7 **PAGE #136**
- d. **Proposed Resolution 2021-2407; Award of Contract to FBG Corporation for the U.S. Customs and Border Protection General Aviation Facilities Renovation.**
Approves a contract to renovate existing space in the DuPage Flight Center to accommodate U.S. Customs and Border Protection facilities. Total authorized construction of \$844,230, which includes a 7% owner's contingency.
TAB #8 **PAGE #141**
- e. **Proposed Resolution 2021-2408; Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: U.S. Customs and Border Protection General Aviation Facilities Renovation.**
Approves a Task Order for construction observation services for the U.S. Customs and Border Protection Renovation project in an amount not-to-exceed \$134,767.84.
TAB #9 **PAGE #147**

- f. **Proposed Resolution 2021-2409; Award of Contract to Thomas Interiors for the Procurement of Furniture, Fixtures and Equipment: U.S. Customs and Border Protection General Aviation Facilities Renovation.**
Approves the procurement of furniture, fixtures and equipment for the U.S. Customs and Border Protection Renovation project. Total amount \$61,983.06 F.O.B. DuPage Airport.
TAB #10 PAGE #150
- g. **Proposed Resolution 2021-2410; Authorizing the Execution of a Cash Farm Lease with Donald and Beth Young.**
Approves a cash farm lease for 163 acres located north of Route 64. Annual rent of \$47,759.
TAB #11 PAGE #154
- h. **Proposed Resolution 2021-2411; Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski.**
Approves a cash farm lease for 25 acres located in the DuPage Business Center. Annual rent of \$3,125.
TAB #12 PAGE #157
- i. **Proposed Resolution 2021-2412; Authorizing the Execution of a Cash Farm Lease with Galusha Farm LLC.**
Approves a cash farm lease for 91 acres located in the DuPage Business Center. Annual rent of \$11,375.
TAB #13 PAGE #160
- j. **Proposed Resolution 2021-2413; Ratification of Service Order No. 10 with Aptim Environmental & Infrastructure, LLC for Environmental Services Related to Underground Storage Tank Removal and Reporting on the Pheasant Run Property.**
Ratifies the action of the Executive Director for the execution of a contract with Aptim for the removal and remediation related to underground storage tanks on the Pheasant Run Property. Total final costs of \$17,357.88.
TAB #14 PAGE #163
- k. **Proposed Resolution 2021-2414; Authorizing the Execution of Task Order No. 39 with CH2M for the Project: DuPage Airport Authority Land Release for Parcels 58 – 66.**
Authorizes Task Order No. 39 with CH2M for required Land Release documentation and submittal for parcels commonly known as Pheasant Run Driving Range for a not-to-exceed amount of \$49,872.00.
TAB #15 PAGE #165
- l. **Proposed Resolution 2021-2415; Authorizing the Execution of a Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Replacement of Homerun Ductbank.**
Approves design engineering in an amount not-to-exceed \$81,787.90 of which the Authority anticipates 95% reimbursement from Federal and State funds.
TAB #16 PAGE #175
- m. **Proposed Resolution 2021-2416; Authorizing the Execution of the Third Extension to Exclusive Listing Agreement with NAI Hiffman for DuPage Business Center Real Estate Brokerage Services.**
Approves a third extension with NAI Hiffman for brokerage services related to the DuPage Business Center development to now expire November 15, 2022.
TAB #17 PAGE #179

- n. **Proposed Resolution 2021-2417; Approving the Execution of a Vacant Land Sales Agreement with Midwest Industrial Funds, Inc.**

Approves a Vacant Land Sales purchase agreement with Midwest Industrial Funds for an approximate 23.75 acre parcel in the DuPage Business Center for \$4.15 per square foot.

TAB #18 PAGE #183

- o. **Proposed Ordinance 2021-350; Approving the Execution of an Intergovernmental Agreement with the City of West Chicago, West Chicago Library District, West Chicago Fire Protection District, West Chicago Elementary District 33, Community High School District 94 and Innovation Partners, LLC and Scannell Properties #371, LLC in Regard to a Property Tax Abatement Relative to the Development of the Midwest Property.**

Approves an Intergovernmental Agreement with multiple taxing bodies to abate up to 50% of their assessed real estate taxes for a period of ten years, limited to a total of \$4 million, in relation to the Scannell development.

TAB #19 PAGE #216

- p. **Proposed Ordinance 2021-351; Ordinance Providing for Real Estate Tax Abatement Related to Scannell Properties #371, LLC.**

Approves abatement of up to 50% of property taxes owed to the DuPage Airport Authority for a period of ten years related to the Scannell development. Estimated amount \$3000.00.

TAB #20 PAGE #259

- q. **Proposed Resolution 2021-2421; Authorizing the Execution of an Easement Amendment with the Commonwealth Edison Company.**

Authorizes execution of an Easement Amendment with the Commonwealth Edison company for an existing easement along Kress Road due to a utility conflict.

TAB #21 PAGE #262

9. **RECESS TO EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE OR IMMINENT LITIGATION; EMPLOYEE MATTERS; THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE DUPAGE AIRPORT AUTHORITY; THE SETTING OF A PRICE FOR SALE OR LEASE OF PROPERTY OWNED BY THE DUPAGE AIRPORT AUTHORITY; AND AUTHORIZING THE DESTRUCTION OF CERTAIN VERBATIM RECORDINGS OF CLOSED SESSIONS.**

10. **RECONVENE REGULAR SESSION**

11. **OTHER BUSINESS**

- a. **Proposed Resolution 2021-2418; Ratifying the Executive Director's Execution of a Settlement Agreement Regarding Prairie Landing Tax Appeal Litigation.**

TAB #22 PAGE #275

- b. **Proposed Resolution 2021-2419; Authorizing the Destruction of Certain Verbatim Recordings of Closed Sessions.**

TAB #23 PAGE #283

- c. Proposed Resolution 2021-2420; Approving the Execution of a Vacant Land Purchase Agreement with Discovery Drive Investors II, LLC.**
Approve a vacant land sale purchase agreement with Discovery Drive Investors II, LLC for an approximately 42.273 acre parcel in the DuPage Business Center for \$2.957 per square foot.
TAB #24 PAGE #285
- d. Proposed Resolution 2021-2402; Commemorating the Services of Charles E. Donnelly as Commissioner of the DuPage Airport Authority.**
TAB #25 PAGE #288
- e. Proposed Resolution 2021-2403; Commemorating the Services of Gregory J. Posch as Commissioner of the DuPage Airport Authority.**
TAB #26 PAGE #289
- f. Proposed Resolution 2021-2404; Commemorating the Services of Jeff Berls as Maintenance Manager of the DuPage Airport Authority.**
TAB #27 PAGE #290
- g. Proposed Resolution 2021-2405; Commemorating the Services of Pamela Miller as Executive Assistant and Board Liaison of the DuPage Airport Authority.**
TAB #28 PAGE #291

12. ADJOURNMENT



DUPAGE AIRPORT AUTHORITY

2021

DUPAGE AIRPORT AUTHORITY BOARD OF COMMISSIONERS, OFFICERS AND COMMITTEES

Stephen L. Davis, Chairman
Gina R. LaMantia, Vice Chairman
Donald C. Sharp, Secretary
Michael V. Ledonne, Treasurer

Juan E. Chavez, Commissioner
Charles E. Donnelly, Commissioner
Herbert A. Getz, Commissioner
Gregory J. Posch, Commissioner
Daniel J. Wagner, Commissioner

Patrick Hoard, Assistant Treasurer
Daniel J. Barna, Assistant Secretary

STANDING COMMITTEES

FINANCE, BUDGET & AUDIT COMMITTEE

Michael V. Ledonne, Chair
Charles E. Donnelly, Member
Gregory J. Posch, Member
Donald C. Sharp, Member
Daniel J. Wagner, Member
Mark Doles, Staff
Patrick Hoard, Staff

CAPITAL DEVELOPMENT, LEASING & CUSTOMER FEES COMMITTEE

Daniel J. Wagner, Chair
Juan E. Chavez, Member
Herbert A. Getz, Member
Michael V. Ledonne, Member
Gregory J. Posch, Member
Donald C. Sharp, Member
Mark Doles, Staff
Tom Cleveland, Staff

GOLF COMMITTEE

Charles E. Donnelly, Chair
Herbert A. Getz, Member
Michael V. Ledonne, Member
Mark Doles, Staff
Patrick Hoard, Staff

INTERNAL POLICY & COMPLIANCE COMMITTEE

Gina R. LaMantia, Chair
Juan E. Chavez, Member
Michael V. Ledonne, Member
Gregory J. Posch, Member
Mark Doles, Staff
Patrick Hoard, Staff

**DuPAGE AIRPORT AUTHORITY
REGULAR BOARD MEETING
WEDNESDAY, NOVEMBER 18, 2020**

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, Third Floor Conference Room; Wednesday, November 18, 2020. Chairman Davis called the meeting to order at 3:00 p.m. and a quorum was present for the meeting. He expressed his appreciation that everyone was able to join this virtual meeting.

Commissioners Present: Chavez, Davis, Donnelly, Getz, LaMantia, Ledonne, Posch, Sharp, Wagner. (Commissioner LaMantia attended the Board Meeting in person. All other board members attended the meeting virtually.)

Commissioners Absent: None

DuPage Airport Authority Staff Present: Mark Doles, Executive Director; Patrick Hoard, Director of Finance and Prairie Landing Golf Club; Dan Barna, Operations and Capital Program Manager; Brian Decoudres, DuPage Flight Center; Kristine Klotz, DuPage Flight Center; Pamela Miller, Executive Assistant and Board Liaison. (Staff members were all physically present and observed the required social distancing requirements.)

Others in Attendance (Remotely): Phil Luetkehans of Luetkehans, Brady, Garner and Armstrong LLC; Caroline Levenda. CKL Engineers; Kevin Spitz, CKL Engineers; Michael Vonic, CH2M Jacobs; Tom Merrihew, Jacobs; Steve McLaughlin, Burns & McDonnell; John Whitehead, NAI Hiffman; Edward Jacob; Benji Nielson, Citizen.

Members of the Press:
None

PUBLIC COMMENT
None

APPROVAL OF MINUTES

Chairman Davis asked for additions or corrections to the minutes of the September 16, 2020 Regular Board Meeting and there were none. Commissioner LaMantia made a **MOTION** to approve the minutes of the September 16, 2020 Regular Board Meeting and Commissioner Sharp **seconded the motion**. The motion was passed unanimously by roll call vote (9-0).

Chairman Davis asked for additions or corrections to the minutes of the October 15, 2020 Special Board Meeting and there were none. Commissioner LaMantia made a **MOTION** to approve the minutes of the October 15, 2020 Special Board Meeting and Commissioner Sharp **seconded the motion**. The motion was passed unanimously by roll call vote (9-0).

DIRECTOR'S REPORT

Executive Director Doles reported that COVID-19 continues to impact everyone. The Airport Authority has four (4) staff members and six (6) family members that have contracted COVID-19; all have had improved health and returned to work except for one staff member still off work. He continued that electronic meetings will still be required for the foreseeable future.

Executive Director Doles reviewed the Operating Statistics, reporting that Jet A and 100LL fuel sales are still severely impacted due to COVID-19; total fuel sales for the year are down 22.1%. He continued that numbers of operations for the month have not yet been provided by the FAA and will be forward to the Board when received. He continued his report regarding the following topics:

The DuPage Airport Authority has once again received an award from the Government Finance Officers Association (GFOA); Distinguished Budget Presentation Award for 2020.

DuPage Flight Center has been honored by the Paragon Group and awarded FBO of the Year for 2020. The DuPage Flight Center has received this award for the third time from this group of 100 FBO members and 1000 Flight Departments from across the world. Kristine Klotz, Concierge Supervisor for the Flight Center was also awarded the Excellence Award by the Paragon Group. He continued that Kristine has been with the Flight Center for 14 years and on February 1, 2021 she will be taking a position with the Airport Authority as Executive Assistant and Board Liaison. Pamela Miller, who currently holds this position will be retiring on January 31, 2021 after 16 years of service in this position. Discussion followed.

Gruen and Gruen + Associates has completed an update of the Economic Impact Study done in 2018. This update reflects the recent development in the DuPage Business Center and with this recent development and the businesses currently occupying the DuPage Business Center, the amount of economic impact has increased from \$372.6 million to an estimated \$756 million per year. Discussion followed.

REVIEW OF FINANCIAL STATEMENTS

Patrick Hoard provided a review of the Financial Statements for October 2020 and discussion followed.

REPORT OF COMMITTEES

Finance, Budget, and Audit Committee:

Commissioner Ledonne advised the Finance Committee met on Monday November 2, 2020 at 3 p.m. and were presented with the 2021 budget. Commissioner Ledonne compliment staff for their great work in putting together this budget document and advised this will be presented on the Agenda later in the meeting.

Capital Development, Leasing and Customer Fees:

Commissioner Wagner advised the Capital Development Committee did not meet and no report was given.

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 that the Golf Committee did not meet.

DuPage Business Center:

John Whitehead of NAI Hiffman was unable to provide his report due to difficulty with remote access. His report was provided via Attorney Luetkehans later in the meeting and the following topics were discussed: There has been interest expressed in the last remaining site of 23 acres at the DuPage Business Center; Midwest Industrial Funds has exercised their option for Phase II of development and is now being drafted; Greco is moving forward on Phase II development after obtaining approvals from the City of West Chicago.

Attorney Luetkehans advised that the brokerage agreement with NAI Hiffman for the project at the DuPage Business Center has expired. He continued that if it remains the position of the Board to extend their agreement this will be brought to the Board for approval at the January 20, 2021. Discussion followed.

OLD BUSINESS

None

NEW BUSINESS

Approving the 2021 Board and Committee Meeting Calendar.

Executive Director Doles read into the record approving the 2021 Board and Committee Meeting Calendar. A **MOTION** was made by Commissioner LaMantia to approve the 2021 Board and Committee Meeting Calendar. The **motion was seconded** by

Commissioner Sharp. Discussion followed and the motion was unanimously passed by roll call vote (9-0).

Proposed Ordinance 2020-346; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2020 and Ending December 31, 2020.

Executive Director Doles read into the record Proposed Ordinance 2020-346. A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2020-346; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2020 and Ending December 31, 2020. The **motion was seconded** by Commissioner Sharp. There was no further discussion and the motion was unanimously passed by roll call vote (9-0).

Proposed Ordinance 2020-347; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2020 and Ending December 31, 2020.

Executive Director Doles read into the record Proposed Ordinance 2020-347. A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2020-347; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2020 and Ending December 31, 2020. The **motion was seconded** by Commissioner Sharp. There was no further discussion and the motion was unanimously passed by roll call vote (9-0).

Proposed Resolution 2020-2395; Award of Master Agreement to Gary Spielman Plumbing Inc. for On-Call Plumbing Repair Services.

Approves a two (2) year Master Agreement for as-needed plumbing repair services. M-F 7AM -3:30 PM hourly rates \$105 Journeyman, \$75 Apprentice, 15% material markup.

Executive Director Doles read into the record Proposed Resolution 2020-2395. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2020-2395; Award of Master Agreement to Gary Spielman Plumbing Inc. for On-Call Plumbing Repair Services. The **motion was seconded** by Commissioner Sharp. There was no further discussion and the motion was unanimously passed by roll call vote (9-0).

Proposed Resolution 2020-2396; Award of Contract to AB Petroleum Services Inc. for the Procurement of Gasoline and Diesel Fuel.

Approves a contract to procure gasoline and diesel fuel for airport ground support and maintenance vehicles on an as-needed basis. Term one (1) year, subject to two (2) one (1) year extensions. .035 added to daily Oil Price Information Service (OPIS) benchmark for unleaded gasoline and diesel fuel.

Executive Director Doles read into the record Proposed Resolution 2020-2396. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2020-2396; Award of Contract to AB Petroleum Services Inc. for the Procurement of Gasoline and Diesel Fuel. The **motion was seconded** by Commissioner Sharp. There was no further discussion and the motion was unanimously passed by roll call vote (9-0).

Proposed Resolution 2020-2397; Award of Contract to AMS Mechanical Systems, Inc. for HVAC Controls and Hardware Upgrades.

Approves a contract to upgrade HVAC controls and hardware in the Flight Center and Air Traffic Control Tower. Total authorized construction not-to-exceed \$157,740, which includes a 10% Owner's contingency.

Executive Director Doles read into the record Proposed Resolution 2020-2397.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2020-2397; Award of Contract to AMS Mechanical Systems, Inc. for HVAC Controls and Hardware Upgrades. The **motion was seconded** by Commissioner Sharp. There was no further discussion and the motion was unanimously passed by roll call vote (9-0).

Proposed Resolution 2020-2398; Ratification of the Executive Director's Execution of a Contract with Fox Valley Fire & Safety Company for Hangar E17 Fire Alarm Equipment Replacement.

Ratifies the Executive Director's execution of a contract in the amount of \$17,600 for emergency replacement of the fire alarm system at Hangar E17.

Executive Director Doles read into the record Proposed Resolution 2020-2398. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2020-2398; Ratification of the Executive Director's Execution of a Contract with Fox Valley Fire & Safety Company for Hangar 17 Fire Alarm Equipment Replacement. The **motion was seconded** by Commissioner Sharp. Discussion followed and the motion was unanimously passed by roll call vote (9-0).

Proposed Resolution 2020-2399; Authorizing the Execution of a Vacant Land Sales Agreement with GD Investments Group, LLC. (GSI Family Investments of Arizona, LLC)

Approves the sale of an approximate 83.5 acre parcel of land which was formerly part of the Pheasant Run Golf Course for \$3.10 per square foot.

Executive Director Doles read into the record Proposed Resolution 2020-2399 and advised the name of the company as shown on the Agenda and the Resolution is changed to *GSI Family Investments of Arizona, LLC* and will be shown correctly on the Resolution prior to execution. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2020-2399; Authorizing the Execution of a Vacant Land Sales Agreement with GSI Family Investments of Arizona, LLC subject to the modification of the company name change made within the Ordinance as discussed. The **motion was seconded** by Commissioner Sharp. There was no further discussion and the motion was unanimously passed by roll call vote (9-0).

RECESS TO EXECUTIVE SESSION

None

OTHER BUSINESS

Proposed Resolution 2020-2400; Disclosure of Executive Session Minutes.

Approves the disclosure of Executive Session Minutes that the Board of Commissioners has determined are no longer necessary to keep confidential.

Executive Director Doles read into the record Proposed Resolution 2020-2400. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2020-2400; Disclosure of Executive Session Minutes. The **motion was seconded** by Commissioner Sharp. There was no further discussion and all Commissioners agreed with the proposed disclosed minutes. The motion was unanimously passed by roll call vote (9-0).

Commissioner Chavez questioned the overdue accounts shown in the Accounts Receivables Report. Discussion followed regarding the status of these accounts, tenants involved, and the plans for collection or reconciliation of these accounts.

A **MOTION** was made by Commissioner LaMantia to adjourn the Regular Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Sharp and was passed unanimously by voice vote; the meeting was adjourned at 3:53 p.m.

Stephen L. Davis, Chairman

(ATTEST)

Donald C. Sharp, Secretary

**DUPAGE AIRPORT AUTHORITY
SPECIAL BOARD MEETING
Monday, December 14, 2020**

A Special 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, Third Floor Conference Room on Monday, December 14, 2020. Chairman Davis called the meeting to order at 8:00 a.m. and a quorum was present for the meeting.

Commissioners Present: Davis, Donnelly, Getz, LaMantia, Ledonne, Posch, Sharp, and Wagner (LaMantia and Wagner joined during Executive session)

Commissioners Absent: Chavez

DuPage Airport Authority Staff Present: Mark Doles, Executive Director; Patrick Hoard, Director of Finance and Prairie Landing Golf Club; Tom Cleveland, Director of Operations and Facilities; Dan Barna, Operations and Capital Program Manager, Pamela Miller, Executive Assistant and Board Liaison; Kris Klotz, DuPage Flight Center.

Others in Attendance: Phil Luetkehans, Luetkehans, Brady, Garner & Armstrong LLC.

Members of the Press:

None

RECESS TO EXECUTIVE SESSION

A **MOTION** was made by Commissioner Sharp to recess to Executive Session for the discussion of 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 by roll call vote (8-0). The meeting was recessed to Executive Session at 8:02 a.m. and was reconvened at 8:22 a.m.; a quorum was present for the remainder of the meeting.

NEW BUSINESS

Proposed Resolution 2020-2401; Approving the Execution of a Letter of Intent for 23.75 acre parcel located in the DuPage Business Center.

Authorizes the execution of a Letter of Intent for the sale of approximately 23.75 acre parcel located in the DuPage Business Center.

Executive Director Doles read into the record Proposed Resolution 2020-2401. A motion was made by Commissioner LaMantia to approve Proposed Resolution 2020-2401; Approving the Execution of a Letter of Intent for 23.75 acre parcel located in the DuPage Business Center. The **motion was seconded** by Commissioner Sharp and there was no further discussion. The motion was passed by roll call vote (8-0).

OTHER BUSINESS

None

A **MOTION** was made by Commissioner LaMantia to adjourn the Special Meeting of the DuPage Airport Authority Board of Commissioners. The motion was seconded by Commissioner Sharp and **was passed** unanimously by voice vote; the meeting was adjourned at 8:27 a.m.

Stephen L. Davis, Chairman

(ATTEST)

Donald C. Sharp, Secretary

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET AND AUDIT COMMITTEE
SPECIAL MEETING
MONDAY, NOVEMBER 2, 2020**

A Special Meeting of the Finance, Budget and Audit Committee of the DuPage Airport Authority Board of Commissioners was convened at the DuPage Airport Authority, Daniel L. Goodwin Flight Center Building, Third Floor Conference Room on Monday, November 2, 2020. Committee Chairman Ledonne called the meeting to order at 3:00 p.m. A quorum was present for the meeting.

Commissioners Present: Ledonne, Wagner, Donnelly
(Commissioner Donnelly attended remotely).

Commissioners Absent: Posch, Sharp,

DuPage Airport Authority Staff Present: Executive Director Mark Doles; Dan Barna, Operations and Capital Program Manager (attended remotely), Patrick Hoard, Director of Finance and Prairie Landing Golf Club (attended remotely); and Pamela Miller, Executive Assistant and Board Liaison.

Others: None

Discussion and Review of Fiscal Year 2021 Preliminary Operating and Capital Plan.

Committee Chairman Ledonne asked Executive Director Doles to begin the budget review. Executive Director Doles acknowledge the extensive work done by the entire staff to prepare this budget. He stated the impacts of COVID pandemic on the FY 2021 budget are anticipated to severely impact operating revenues and expenses. He continued that due to this continued impact, the Board and staff's support of continuing to provide the safest operations for our customers with no reductions in service and continued investment and protection of valuable assets, this plan will show a potential operating deficit. Executive Director Doles stated staff is hopeful the pandemic impacts will lessen in 2021 but this plan anticipates those impacts to continue while still having the flexibility to reduce operating expenses and defer capital and major maintenance expenditures should that become necessary.

Executive Director Doles continued to review by line item each of the specific departments and highlighted the significant changes. The following items were discussed in detail: FY'21 Operating Plan Assumptions for Airport Operations, Flight Center Operations, Prairie Landing Operations, Capital and Major Maintenance. He also reviewed the FY'21 Tentative Operating and Capital Plan Ending Cash Balance and how they are positively impacted by the Pheasant Run parcel sale and the redistribution to the original funding sources.

After lengthy discussion Executive Director Doles advised the final Tentative Budget and Appropriations document, as reviewed, will be brought to the Board at the November 18, 2020 meeting for discussion and approval.

There were no other questions from Committee Members. Committee Chairman Ledonne complimented staff on a great job of putting together a thorough budget document. A **MOTION** was made by Commissioner Wagner to move the Tentative Fiscal Year 2021 Budget and Appropriations to the Full Board for approval at the November 18, 2020 Meeting. The **motion was seconded** by Commissioner Donnelly and was passed by roll call vote (3-0).

A **MOTION** was made by Commissioner Wagner to adjourn the Special Meeting of the Finance, Budget and Audit Committee; the motion was seconded by Commissioner Donnelly and was passed unanimously by voice vote. The meeting adjourned at 3:44 p.m.

Michael Ledonne, Chairman
Finance, Budget and Audit Committee

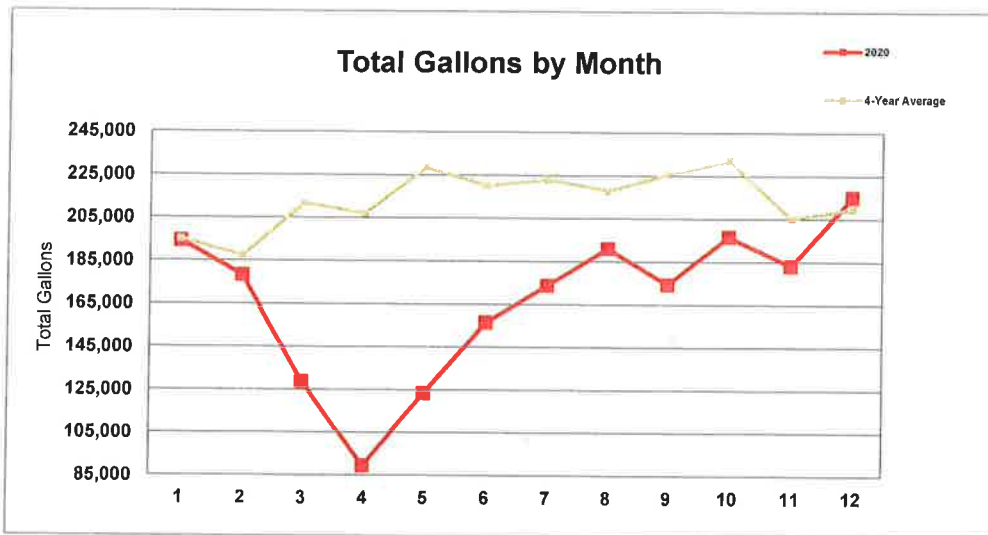
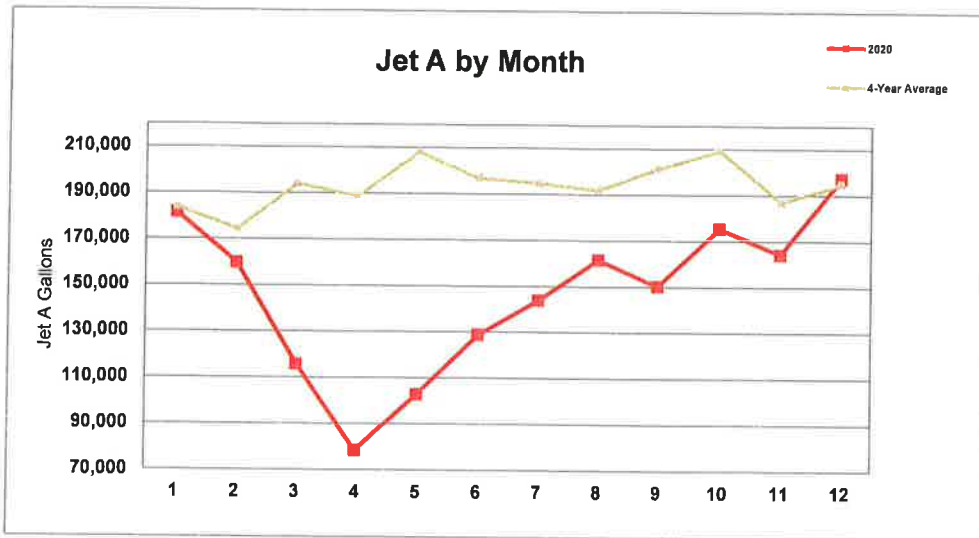


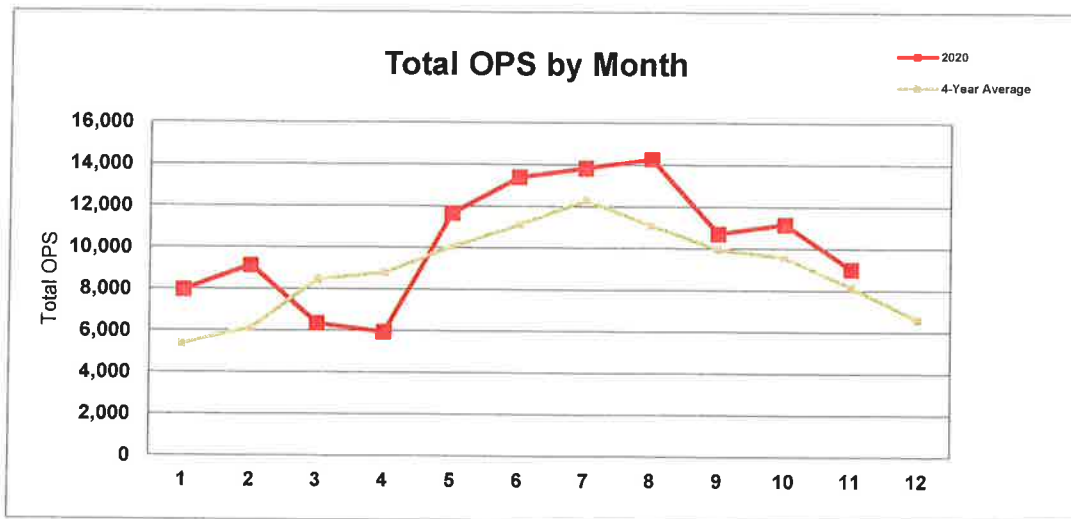
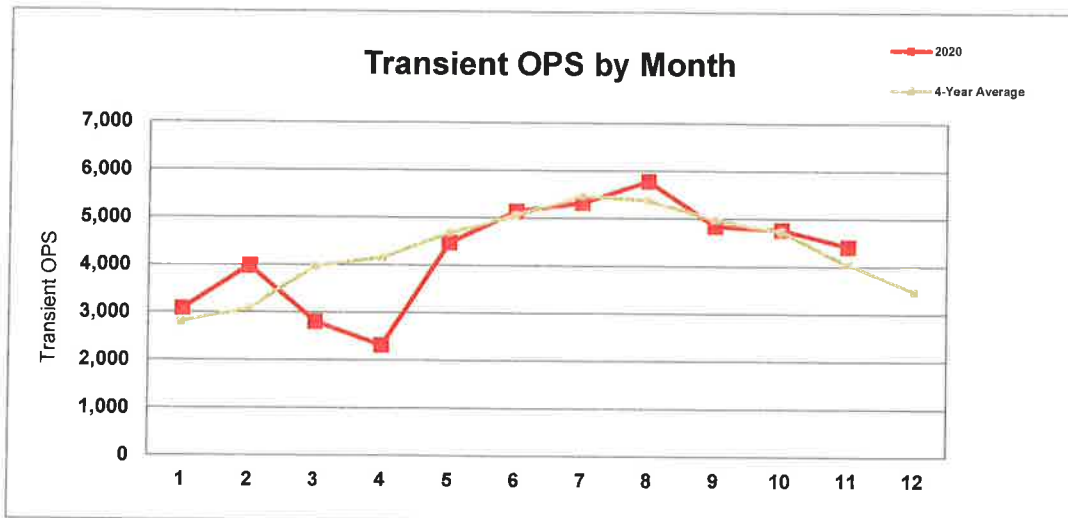
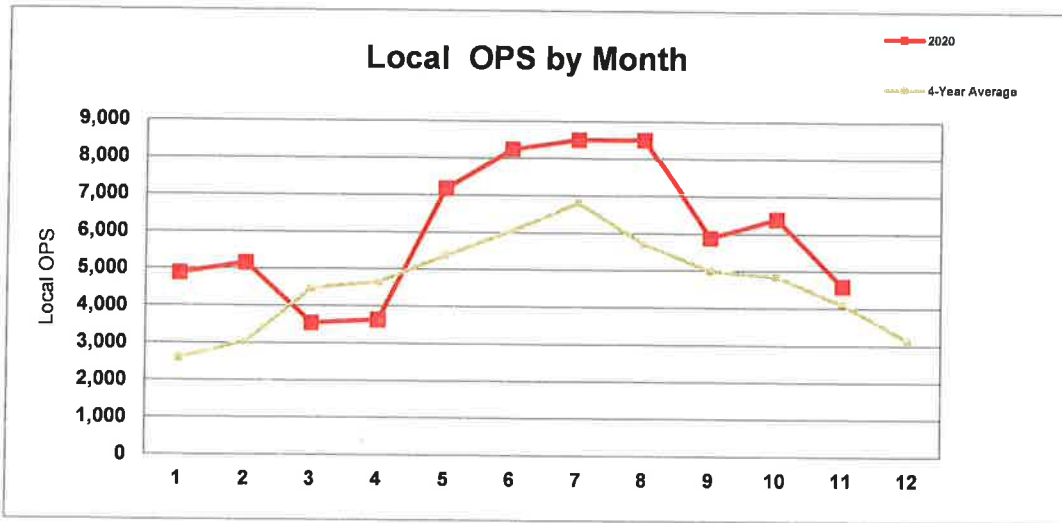
MONTHLY STATISTICS

December 2020

	<u>Dec. '20</u>	<u>Dec. '19</u>	<u>'20 vs. '19</u>	<u>Dec. Percent Change</u>	<u>YTD 2020</u>	<u>YTD 2019</u>	<u>'20 vs. '19</u>	<u>Percent Change</u>
FUEL								
100LL	17,823	17,497	326	1.9%	245,454	273,382	(27,928)	-10.2%
Jet A	197,326	211,582	(14,256)	-6.7%	1,759,453	2,194,059	(434,606)	-19.8%
Total Gallons	215,149	229,079	(13,930)	-6.1%	2,004,907	2,467,441	(462,534)	-18.7%

FAA Operations Data for December is not available until January 20th but will be presented at the Board meeting.







DUPAGE AIRPORT AUTHORITY

12/31/2020

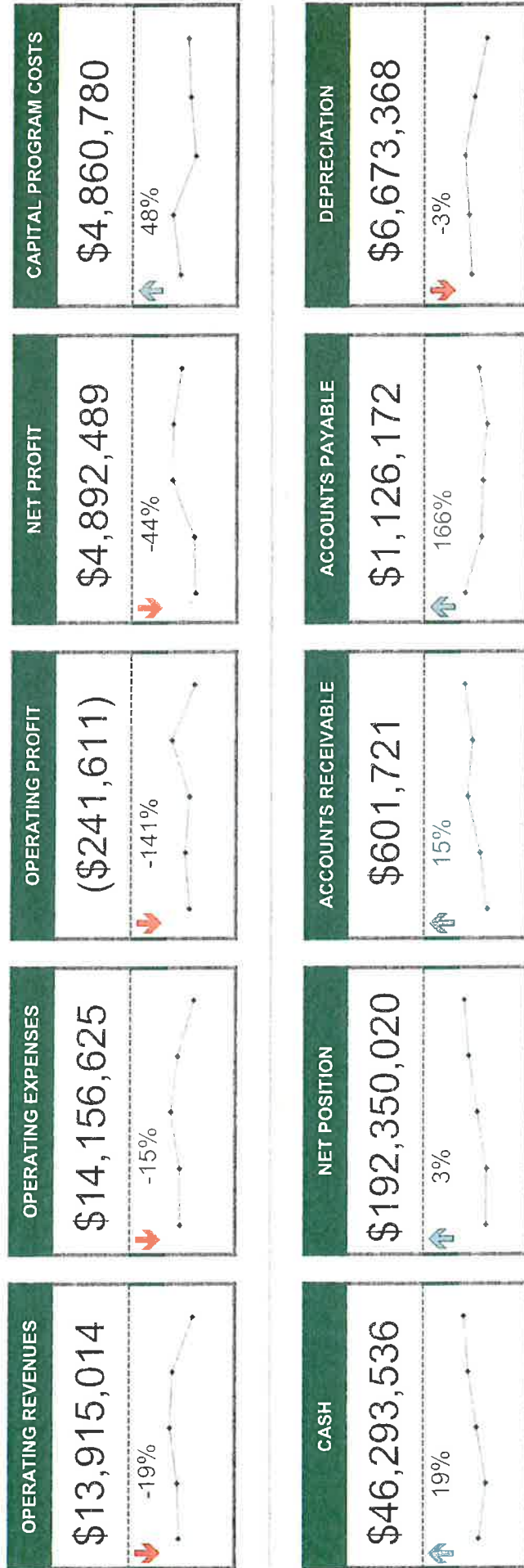
**FINANCIALS
PRE-AUDIT
COMMISSIONERS**

YTD FINANCIAL SUMMARY

DuPage Airport Authority

December 2020

KEY METRICS



YTD SUMMARY - BY OPERATION

DuPage Airport Authority

YTD December 2020

	AIRPORT		FLIGHT CENTER		PRAIRIE LANDING	
	YTD Budget	YTD Actual vs. Budget	YTD Budget	YTD Actual vs. Budget	YTD Budget	YTD Actual vs. Budget
OPERATING						
Operating Revenues	\$3,521,719	\$3,497,073	\$11,406,787	\$8,434,766	\$2,374,600	\$1,983,175
Operating Expenses	\$6,971,773	\$6,609,846	\$8,308,003	\$5,504,182	\$2,177,767	\$2,042,598
Operating Profit	-\$3,450,054	-\$3,112,772	\$3,098,784	\$2,930,584	-\$196,833	-\$59,423
		-\$24,646		-\$2,972,021		\$-391,425
		-\$361,927		-\$2,803,821		-\$135,169
		\$337,282		-\$168,200		-\$256,256
NON-OPERATING						
Non-Operating Revenues	\$9,114,871	\$12,685,067	\$0	\$0	\$0	\$16,047
Non-Operating Expenses	\$219,504	\$330,814	\$0	\$0	\$143,040	\$124,386
Non-Operating Profit	\$8,895,367	\$12,354,253	\$0	\$0	-\$143,040	-\$108,339
		\$3,570,196		\$0		\$16,047
		\$111,310		\$0		-\$18,654
		\$3,458,886		\$0		\$34,701
Net Profit (Loss) Excluding Depreciation & Major Maintenance	\$5,445,313	\$9,241,481	\$3,098,784	\$2,930,584	\$53,793	-\$167,762
		\$3,796,168		-\$168,200		-\$221,555
Depreciation Expense	\$7,101,816	\$6,657,919	\$8,328	\$8,322	\$7,128	\$7,128
Major Maintenance	\$572,326	\$421,804	\$0	\$0	\$143,500	\$16,642
Transfers In (Out)	\$0	-\$16,642	\$0	\$0	\$0	\$16,642
		-\$16,642		\$0		\$16,642
Net Profit (Loss)	-\$2,228,829	\$2,145,116	\$3,090,456	\$2,922,263	-\$96,835	-\$174,890
		\$4,373,945		-\$168,193		-\$78,055

YTD SUMMARY - TOTAL OPERATIONS

DuPage Airport Authority
YTD December 2020

	YTD Budget	YTD Actual	Actual vs. Budget
<u>OPERATING</u>			
Operating Revenues	\$17,303,106	\$13,915,014	-\$3,388,092
Operating Expenses	\$17,457,543	\$14,156,625	-\$3,300,918
Operating Profit	-\$154,437	-\$241,611	-\$87,174
<u>NON-OPERATING REVENUES</u>			
Miscellaneous Taxes	\$57,996	\$59,608	\$1,612
Property Taxes/Abatements	\$5,538,000	\$5,527,989	-\$10,011
Federal & State Grants	\$3,088,879	\$648,854	-\$2,440,025
Investment Income	\$399,996	\$294,287	-\$105,709
Unrealized Gain (Loss) from Investments	\$0	\$0	\$0
Gain (Loss) on Sale of Fixed Assets	\$30,000	\$6,170,377	\$6,140,377
Total Non-Operating Revenues	\$9,114,871	\$12,701,114	\$3,586,243
<u>NON-OPERATING EXPENSES</u>			
Property Tax (DAA)	\$219,504	\$330,814	\$111,310
Property Tax (PLGC)	\$143,040	\$124,386	-\$18,654
Total Non-Operating Expenses	\$362,544	\$455,200	\$92,656
Non-Operating Profit	\$8,752,327	\$12,245,914	\$3,493,587
Net Profit (Loss) Excluding Depreciation & Major Maintenance	\$8,597,890	\$12,004,303	\$3,406,413
Depreciation Expense	\$7,117,272	\$6,673,368	-\$443,904
Major Maintenance	\$715,826	\$438,446	-\$277,380
Net Profit (Loss)	\$764,792	\$4,892,489	\$4,127,697
Total YTD Revenues	\$26,417,977	\$26,616,128	\$198,151
Total YTD Expenditures	\$17,820,087	\$14,611,825	-\$3,208,262
Capital Development Programs	\$16,200,917	\$4,860,780	-\$11,340,137
Future Project Expense	\$0	\$0	\$0
Transfers In (Out)	\$0	\$0	\$0

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

STATEMENT OF NET POSITION

For the Period Ended December 31, 2020

CURRENT ASSETS

Cash & Cash Equivalents	12,601,672
Cash & Cash Equivalents - Designated	6,425,088
Cash & Cash Equivalents - Restricted	23,621,030
Investments	-
Investments - Restricted	3,645,746
Investments - Designated	-
Receivables	
Property Taxes	5,537,743
Accounts	601,721
Accrued Interest	16,381
Long-term Note Receivable, Current Portion	-
Prepaid Expenses	(16,314)
Inventories	185,990

Total Current Assets

52,619,057

NONCURRENT ASSETS

Advance to Other Subfunds	-
Long-term Note Receivable, Net of Current Portion	-
Net Pension Asset - IMRF	-

Total Noncurrent Assets

-

Capital Assets

Not Being Depreciated	75,089,553
Being Depreciated	286,323,032
Less Accumulated Depreciation	(211,772,978)

Net Capital Assets

149,639,607

DEFERRED OUTFLOWS OF RESOURCES

Pension Items - IMRF	1,791,946
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Total Deferred Outflows of Resources

1,791,946

Total Noncurrent Assets

151,431,553

Total Assets

204,050,611

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

STATEMENT OF NET POSITION

For the Period Ended December 31, 2020

CURRENT LIABILITIES	
Accounts Payable	1,126,172
Retainage Payable	-
Accrued Liabilities	572,248
Compensated Absences, Current Portion	78,159
Customer Deposits and Advances	337,094
Security Deposits	269,542
Unearned Revenue	124,795
	<hr/>
Total Current Liabilities	2,508,011
NONCURRENT LIABILITIES	
Unearned Revenue	1,029,556
Advance from Other Subfunds	-
Net Pension Liability - IMRF	1,611,644
Compensated Absences, Net of Current Portion	312,637
	<hr/>
Total Noncurrent Liabilities	2,953,837
	<hr/>
Total Liabilities	5,461,848
DEFERRED INFLOWS OF RESOURCES	
Deferred Revenue - Property Taxes	5,537,742
Pension Items - IMRF	701,000
	<hr/>
Total Deferred Inflows of Resources	6,238,742
	<hr/>
Total Liabilities and Deferred Inflows of Resources	11,700,590
NET POSITION	
Net Investment in Capital Assets	149,042,638
Restricted for Aeronautical Purposes	27,266,776
Unrestricted	16,040,606
	<hr/>
Total Net Position	192,350,020
	<hr/>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	204,050,611

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

STATEMENT OF CASH FLOWS

For the Period Ended December 31, 2020

CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers and users	13,668,736
Payments to suppliers	(7,861,605)
Payments to and on behalf of employees	<u>(5,836,640)</u>
Net cash from operating activities	<u>(29,509)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Non-operating revenues - property taxes	5,527,989
Non-operating revenues - replacement taxes	<u>59,608</u>
Net cash from noncapital financing activities	<u>5,587,597</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Grant monies received	285,287
Acquisition and construction of capital assets	(4,842,060)
Gain (Loss) from sale of capital assets	<u>6,170,377</u>
Net cash from capital and related financing activities	<u>1,613,604</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Net change in investments	10,694,550
Investment income	<u>345,899</u>
Net cash from investing activities	<u>11,040,449</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	18,212,140
CASH AND CASH EQUIVALENTS, JANUARY 1	24,435,649
CASH AND CASH EQUIVALENTS, DECEMBER 31	42,647,789
PRESENTED AS	
Cash and cash equivalents	19,026,760
Cash and cash equivalents - restricted	<u>23,621,030</u>
Total cash and cash equivalents	<u><u>42,647,789</u></u>

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

STATEMENT OF CASH FLOWS

For the Period Ended December 31, 2020

**RECONCILIATION OF OPERATING INCOME (LOSS)
TO NET CASH FROM OPERATING ACTIVITIES**

Operating income (loss)	(7,838,873)
Adjustments to reconcile operating income (loss) to net cash from operating activities	
Depreciation	6,673,368
Miscellaneous income	30,248
Changes in assets and liabilities	
Accounts receivable	(76,828)
Note receivable	-
Prepaid expenses	562,742
Inventories	53,184
Accounts payable	702,725
Accrued liabilities	(60,003)
Compensated absences	(30,430)
Net pension liability - IMRF	-
Pension items - IMRF	-
Customer deposits and advances	30,444
Security deposits	48,708
Unearned revenue	(124,795)

NET CASH FROM OPERATING ACTIVITIES (29,509)

**NON-CASH INVESTING, CAPITAL, AND
FINANCING ACTIVITES**

Contributions	363,567
Capital asset additions in accounts payable and retainage payable	(344,847)
Change in the fair value of investments	-

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

**STATEMENT OF REVENUES, EXPENSES AND
CHANGES IN NET POSITION - BY SUBFUND**

For the Period Ended December 31, 2020

	Airport Operations	Dupage Flight Center	Prairie Landing Golf Course	Total
OPERATING REVENUES				
Aircraft Storage	2,782,771	486,310	-	3,269,081
Leases, Commissions, Fees	691,334	-	-	691,334
Golf Course Operations	-	-	2,050,205	2,050,205
Line Service	-	7,943,385	-	7,943,385
Total Operating Revenues	3,474,105	8,429,695	2,050,205	13,954,005
OPERATING EXPENSES				
Direct Costs				
Airport Operations	4,707,586	-	-	4,707,586
Golf Course Operations	-	-	1,722,607	1,722,607
Line Service	-	3,895,443	-	3,895,443
General and Administrative				
Salaries and Benefits	1,430,665	1,399,661	51,953	2,882,279
Utilities	-	14,093	62,875	76,968
Office Expense	62,167	42,075	118,496	222,739
Insurance	95,614	100,769	64,788	261,171
Professional Services	383,625	-	18,649	402,274
Postage	6,774	-	5,408	12,182
Real Estate Tax	330,814	-	124,386	455,200
Advertising and Promotions	69,682	46,141	83,702	199,525
Miscellaneous	275,537	6,000	-	281,537
Total Operating Expenses	7,362,464	5,504,182	2,252,864	15,119,510
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	(3,888,359)	2,925,514	(202,660)	(1,165,505)
Depreciation	6,657,919	8,322	7,128	6,673,368
OPERATING INCOME (LOSS)	(10,546,278)	2,917,192	(209,787)	(7,838,873)
NON-OPERATING REVENUES (EXPENSES)				
Property Taxes	5,527,989	-	-	5,527,989
Personal Property Replacement Tax	59,608	-	-	59,608
Investment Income	294,287	-	-	294,287
Miscellaneous Income	22,969	5,071	2,209	30,248
Gain (Loss) on Disposal of Capital Assets	6,154,330	-	16,047	6,170,377
Total Non-Operating Revenues (Expenses)	12,059,182	5,071	18,256	12,082,508
INCOME (LOSS) BEFORE CONTRIBUTIONS & TRANSFERS	1,512,904	2,922,263	(191,532)	4,243,635
Contributions	648,854	-	-	648,854
Transfers In (Out)	(16,642)	-	16,642	-
CHANGE IN NET POSITION	2,145,116	2,922,263	(174,890)	4,892,489
NET POSITION, JANUARY 1	167,545,957	21,286,737	(1,375,162)	187,457,532
NET POSITION, DECEMBER 31	169,691,073	24,209,000	(1,550,052)	192,350,020

Total DuPage Airport Authority

STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 12/31/2020

	Month			YTD			2020 Annual			Month			YTD		
	Budget		Variance	Actual		Variance	Budget		Variance	2020		2019	Variance		
	Actual	Budget		Budget			Budget		2020	2019		2020	2019	Variance	
REVENUES															
Airport Operations	\$ 285,592	\$ 283,954	\$ 1,638	\$ 3,497,073	\$ 3,521,719	\$ (24,646)	\$ 3,521,719	\$ 3,521,719	\$ 2,447	\$ 285,592	\$ 283,145	\$ 2,447	\$ 3,497,073	\$ 3,523,701	\$ (26,628)
Prairie Landing Golf Club	\$ 2,495	\$ 34,900	\$ (32,405)	\$ 1,983,175	\$ 2,374,600	\$ (391,425)	\$ 2,374,600	\$ 2,374,600	\$ (41,936)	\$ 2,495	\$ 44,431	\$ (41,936)	\$ 1,983,175	\$ 2,222,007	\$ (238,832)
DuPage Flight Center	\$ 917,736	\$ 911,442	\$ 6,294	\$ 8,434,766	\$ 11,406,787	\$ (2,972,021)	\$ 11,406,787	\$ 11,406,787	\$ (177,309)	\$ 917,736	\$ 1,095,045	\$ (177,309)	\$ 8,434,766	\$ 11,439,614	\$ (3,004,848)
Total Revenues	\$ 1,205,823	\$ 1,230,296	\$ (24,473)	\$ 13,915,014	\$ 17,303,106	\$ (3,388,092)	\$ 17,303,106	\$ 17,303,106	\$ (216,798)	\$ 1,205,823	\$ 1,422,621	\$ (216,798)	\$ 13,915,014	\$ 17,185,322	\$ (3,270,308)
OPERATING EXPENSES															
Airport Operations	\$ 377,864	\$ 390,933	\$ (13,069)	\$ 3,536,265	\$ 3,947,771	\$ (411,506)	\$ 3,947,771	\$ 3,947,771	\$ 23,297	\$ 377,864	\$ 354,567	\$ 23,297	\$ 3,536,265	\$ 3,768,417	\$ (232,152)
Prairie Landing Golf Club	\$ 108,119	\$ 97,448	\$ 10,671	\$ 1,630,452	\$ 1,774,070	\$ (143,618)	\$ 1,774,070	\$ 1,774,070	\$ 7,592	\$ 108,119	\$ 100,527	\$ 7,592	\$ 1,630,452	\$ 1,631,222	\$ (770)
DuPage Flight Center	\$ 404,073	\$ 573,262	\$ (169,189)	\$ 3,850,028	\$ 6,596,400	\$ (2,746,372)	\$ 6,596,400	\$ 6,596,400	\$ (146,444)	\$ 404,073	\$ 550,516	\$ (146,444)	\$ 3,850,028	\$ 6,233,793	\$ (2,383,765)
Total Cost of Sales	\$ 890,055	\$ 1,011,643	\$ (121,588)	\$ 9,016,745	\$ 12,318,241	\$ (3,301,496)	\$ 12,318,241	\$ 12,318,241	\$ (115,555)	\$ 890,055	\$ 1,005,610	\$ (115,555)	\$ 9,016,745	\$ 11,633,432	\$ (2,616,687)
Gross Profit/(Loss)	\$ 315,767	\$ 218,653	\$ 97,114	\$ 4,898,269	\$ 4,984,865	\$ (86,596)	\$ 4,984,865	\$ 4,984,865	\$ (101,243)	\$ 315,767	\$ 417,010	\$ (101,243)	\$ 4,898,269	\$ 5,551,890	\$ (653,620)
GENERAL AND ADMINISTRATIVE															
Airport Operations	\$ 377,294	\$ 278,330	\$ 98,964	\$ 3,073,581	\$ 3,024,002	\$ 49,579	\$ 3,024,002	\$ 3,024,002	\$ 89,238	\$ 377,294	\$ 288,056	\$ 89,238	\$ 3,073,581	\$ 2,857,739	\$ 215,841
Prairie Landing Golf Club	\$ 32,770	\$ 28,668	\$ 4,102	\$ 412,145	\$ 403,697	\$ 8,448	\$ 403,697	\$ 403,697	\$ (6,052)	\$ 32,770	\$ 38,822	\$ (6,052)	\$ 412,145	\$ 436,594	\$ (24,449)
DuPage Flight Center	\$ 187,232	\$ 168,039	\$ 19,203	\$ 1,654,154	\$ 1,711,603	\$ (57,449)	\$ 1,711,603	\$ 1,711,603	\$ 18,466	\$ 187,232	\$ 168,766	\$ 18,466	\$ 1,654,154	\$ 1,668,888	\$ (14,734)
Total G&A Costs	\$ 597,296	\$ 475,027	\$ 122,269	\$ 5,139,880	\$ 5,139,302	\$ 578	\$ 5,139,302	\$ 5,139,302	\$ 101,652	\$ 597,296	\$ 495,644	\$ 101,652	\$ 5,139,880	\$ 4,963,222	\$ 176,658
Operating Income/(Loss)	\$ (281,529)	\$ (256,374)	\$ (25,155)	\$ (241,611)	\$ (154,437)	\$ (87,174)	\$ (154,437)	\$ (154,437)	\$ (202,895)	\$ (281,529)	\$ (78,634)	\$ (202,895)	\$ (241,611)	\$ 588,668	\$ (830,279)
NON-OPERATING REVENUES/(EXPENSES)															
Property and Other Tax Revenue	\$ 33,242	\$ 5,083	\$ 28,159	\$ 5,587,597	\$ 5,595,996	\$ (8,399)	\$ 5,595,996	\$ 5,595,996	\$ (5,569)	\$ 33,242	\$ 38,810	\$ (5,569)	\$ 5,587,597	\$ 5,604,795	\$ (17,198)
Property Tax Expenses	\$ (33,526)	\$ (30,212)	\$ (3,314)	\$ (455,200)	\$ (362,544)	\$ (92,656)	\$ (362,544)	\$ (362,544)	\$ (4,209)	\$ (33,526)	\$ (29,317)	\$ (4,209)	\$ (455,200)	\$ (252,297)	\$ (202,903)
Federal & State Grants	\$ -	\$ -	\$ -	\$ 648,854	\$ 3,088,879	\$ (2,440,025)	\$ 3,088,879	\$ 3,088,879	\$ 3,192	\$ -	\$ (3,192)	\$ 3,192	\$ 648,854	\$ 106,146	\$ 542,708
Investment Income	\$ 10,456	\$ 33,333	\$ (22,877)	\$ 294,287	\$ 399,996	\$ (105,709)	\$ 399,996	\$ 399,996	\$ (30,907)	\$ 10,456	\$ 41,362	\$ (30,907)	\$ 294,287	\$ 456,881	\$ (162,595)
Unrealized Gain/Loss from Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ (1,231)	\$ 2,500	\$ (3,731)	\$ 6,170,377	\$ 30,000	\$ 6,140,377	\$ 30,000	\$ 30,000	\$ 1,070,125	\$ (1,231)	\$ (1,071,357)	\$ 1,070,125	\$ 6,170,377	\$ 9,741,599	\$ (3,571,222)
Total Non-Operating Revenues/(Expenses)	\$ 8,940	\$ 10,704	\$ (1,764)	\$ 12,245,914	\$ 8,752,327	\$ 3,493,587	\$ 8,752,327	\$ 8,752,327	\$ 1,032,632	\$ 8,940	\$ (1,023,692)	\$ 1,032,632	\$ 12,245,914	\$ 15,657,124	\$ (3,411,210)
Net Income/(Loss) before Depreciation	\$ (272,589)	\$ (245,670)	\$ (26,919)	\$ 12,004,303	\$ 8,597,890	\$ 3,406,413	\$ 8,597,890	\$ 8,597,890	\$ 829,737	\$ (272,589)	\$ (1,102,326)	\$ 829,737	\$ 12,004,303	\$ 16,245,792	\$ (4,241,489)
Depreciation	\$ 539,941	\$ 593,106	\$ (53,165)	\$ 6,673,368	\$ 7,117,272	\$ (443,904)	\$ 7,117,272	\$ 7,117,272	\$ (82,024)	\$ 539,941	\$ 621,965	\$ (82,024)	\$ 6,673,368	\$ 6,873,629	\$ (200,261)
Net Income/(Loss) after Depreciation	\$ (812,530)	\$ (838,776)	\$ 26,246	\$ 5,330,935	\$ 1,480,618	\$ 3,850,317	\$ 1,480,618	\$ 1,480,618	\$ 911,761	\$ (812,530)	\$ (1,724,291)	\$ 911,761	\$ 5,330,935	\$ 9,377,163	\$ (4,046,228)
Major Maintenance	\$ 1,774	\$ -	\$ 1,774	\$ 438,446	\$ 715,826	\$ (277,380)	\$ 715,826	\$ 715,826	\$ (62,277)	\$ 1,774	\$ 64,051	\$ (62,277)	\$ 438,446	\$ 587,595	\$ (149,149)
Engineering Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income/(Loss)	\$ (814,304)	\$ (838,776)	\$ 24,472	\$ 4,892,489	\$ 764,792	\$ 4,127,697	\$ 764,792	\$ 764,792	\$ 974,038	\$ (814,304)	\$ (1,788,342)	\$ 974,038	\$ 4,892,489	\$ 8,784,568	\$ (3,892,079)

Airport and Administration

STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 12/31/2020

	Month			YTD			2020 Annual			Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance	Budget		Variance	2020	2019	Variance	2020	2019	Variance
REVENUES															
Administrative	\$ 4,686	\$ 13,155	\$ (8,469)	\$ 93,913	\$ 164,186	\$ (70,273)	\$ 164,186		\$ (7,021)	\$ 4,686	\$ 11,708	\$ (7,021)	\$ 93,913	\$ 165,193	\$ (71,280)
Field Operations	\$ 25,706	\$ 24,343	\$ 1,363	\$ 411,501	\$ 420,877	\$ (9,376)	\$ 420,877		\$ 682	\$ 25,706	\$ 25,024	\$ 682	\$ 411,501	\$ 420,724	\$ (9,223)
Building Operations	\$ 240,956	\$ 228,619	\$ 12,337	\$ 2,826,160	\$ 2,728,286	\$ 97,874	\$ 2,728,286		\$ 6,992	\$ 240,956	\$ 233,964	\$ 6,992	\$ 2,826,160	\$ 2,722,756	\$ 103,404
Flight Center	\$ 14,243	\$ 17,837	\$ (3,594)	\$ 165,500	\$ 208,370	\$ (42,870)	\$ 208,370		\$ 1,795	\$ 14,243	\$ 12,448	\$ 1,795	\$ 165,500	\$ 215,029	\$ (49,529)
Total Revenues	\$ 285,592	\$ 283,954	\$ 1,638	\$ 3,497,073	\$ 3,521,719	\$ (24,646)	\$ 3,521,719		\$ 2,447	\$ 285,592	\$ 283,145	\$ 2,447	\$ 3,497,073	\$ 3,523,701	\$ (26,628)
OPERATING EXPENSES															
Field Operations	\$ 175,616	\$ 179,326	\$ (3,710)	\$ 1,692,005	\$ 1,844,192	\$ (152,187)	\$ 1,844,192		\$ 12,271	\$ 175,616	\$ 163,345	\$ 12,271	\$ 1,692,005	\$ 1,776,373	\$ (84,368)
Building Operations	\$ 104,693	\$ 100,310	\$ 4,383	\$ 911,972	\$ 960,607	\$ (48,635)	\$ 960,607		\$ 7,353	\$ 104,693	\$ 97,340	\$ 7,353	\$ 911,972	\$ 915,273	\$ (3,301)
Flight Center	\$ 21,915	\$ 28,373	\$ (6,458)	\$ 235,289	\$ 300,768	\$ (65,479)	\$ 300,768		\$ (4,815)	\$ 21,915	\$ 26,729	\$ (4,815)	\$ 235,289	\$ 246,507	\$ (11,218)
Shop Equip. Operations	\$ 52,791	\$ 51,276	\$ 1,515	\$ 431,585	\$ 506,612	\$ (75,027)	\$ 506,612		\$ 22,166	\$ 52,791	\$ 30,626	\$ 22,166	\$ 431,585	\$ 500,169	\$ (68,584)
Projects & Procurement	\$ 22,849	\$ 31,648	\$ (8,799)	\$ 265,413	\$ 335,592	\$ (70,179)	\$ 335,592		\$ (13,679)	\$ 22,849	\$ 36,527	\$ (13,679)	\$ 265,413	\$ 330,094	\$ (64,681)
Total Cost of Sales	\$ 377,864	\$ 390,833	\$ (13,069)	\$ 3,536,265	\$ 3,947,771	\$ (411,506)	\$ 3,947,771		\$ 23,297	\$ 377,864	\$ 354,567	\$ 23,297	\$ 3,536,265	\$ 3,768,417	\$ (232,152)
Gross Profit/(Loss)	\$ (92,272)	\$ (106,979)	\$ 14,707	\$ (39,192)	\$ (426,052)	\$ 386,860	\$ (426,052)		\$ (20,850)	\$ (92,272)	\$ (71,422)	\$ (20,850)	\$ (39,192)	\$ (244,716)	\$ 205,525
GENERAL AND ADMINISTRATIVE															
Administrative	\$ 317,150	\$ 226,336	\$ 90,814	\$ 2,578,649	\$ 2,466,445	\$ 112,204	\$ 2,466,445		\$ 88,288	\$ 317,150	\$ 228,862	\$ 88,288	\$ 2,578,649	\$ 2,325,242	\$ 253,407
Commissioners	\$ 8,404	\$ 8,828	\$ (424)	\$ 104,688	\$ 105,936	\$ (1,248)	\$ 105,936		\$ (1,76)	\$ 8,404	\$ 8,580	\$ (1,76)	\$ 104,688	\$ 106,117	\$ (1,429)
Business Dev./Marketing	\$ 13,120	\$ 6,690	\$ 6,430	\$ 71,652	\$ 96,950	\$ (25,298)	\$ 96,950		\$ 5,938	\$ 13,120	\$ 7,182	\$ 5,938	\$ 71,652	\$ 72,724	\$ (1,071)
Accounting	\$ 38,620	\$ 36,476	\$ 2,144	\$ 318,592	\$ 354,671	\$ (36,079)	\$ 354,671		\$ (4,812)	\$ 38,620	\$ 43,432	\$ (4,812)	\$ 318,592	\$ 353,657	\$ (35,065)
Total G&A Costs	\$ 377,294	\$ 278,330	\$ 98,964	\$ 3,073,581	\$ 3,024,002	\$ 49,579	\$ 3,024,002		\$ 89,238	\$ 377,294	\$ 288,056	\$ 89,238	\$ 3,073,581	\$ 2,857,739	\$ 215,841
Operating Income/(Loss)	\$ (469,566)	\$ (385,309)	\$ (84,257)	\$ (3,112,772)	\$ (3,450,054)	\$ 337,282	\$ (3,450,054)		\$ (110,088)	\$ (469,566)	\$ (359,478)	\$ (110,088)	\$ (3,112,772)	\$ (3,102,456)	\$ (10,317)
NON-OPERATING REVENUES/(EXPENSES)															
Property and Other Tax Revenue	\$ 33,242	\$ 5,083	\$ 28,159	\$ 5,587,597	\$ 5,595,996	\$ (8,399)	\$ 5,595,996		\$ (5,569)	\$ 33,242	\$ 38,810	\$ (5,569)	\$ 5,587,597	\$ 5,604,795	\$ (17,198)
Property Tax Expenses	\$ (22,392)	\$ (18,292)	\$ (4,100)	\$ (330,814)	\$ (219,504)	\$ (111,310)	\$ (219,504)		\$ (4,760)	\$ (22,392)	\$ (17,632)	\$ (4,760)	\$ (330,814)	\$ (218,930)	\$ (111,884)
Federal & State Grants	\$ -	\$ -	\$ -	\$ 648,854	\$ 3,088,879	\$ (2,440,025)	\$ 3,088,879		\$ 3,192	\$ -	\$ (3,192)	\$ 3,192	\$ 648,854	\$ 106,146	\$ 542,708
Investment Income	\$ 10,456	\$ 33,333	\$ (22,877)	\$ 294,287	\$ 399,996	\$ (105,709)	\$ 399,996		\$ (30,907)	\$ 10,456	\$ 41,362	\$ (30,907)	\$ 294,287	\$ 456,881	\$ (162,595)
Unrealized Gain/(Loss) from Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ (1,231)	\$ 2,500	\$ (3,731)	\$ 6,154,330	\$ 30,000	\$ 6,124,330	\$ 30,000		\$ 1,069,185	\$ (1,231)	\$ (1,070,417)	\$ 1,069,185	\$ 6,154,330	\$ 9,741,599	\$ (3,587,269)
Total Non-Operating Revenues/(Expenses)	\$ 20,074	\$ 22,624	\$ (2,550)	\$ 12,354,253	\$ 8,895,367	\$ 3,458,886	\$ 8,895,367		\$ 1,031,142	\$ 20,074	\$ (1,011,068)	\$ 1,031,142	\$ 12,354,253	\$ 15,690,491	\$ (3,336,238)
Net Income/(Loss) before Depreciation	\$ (449,492)	\$ (362,685)	\$ (86,807)	\$ 9,241,481	\$ 5,445,313	\$ 3,796,168	\$ 5,445,313		\$ 921,054	\$ (449,492)	\$ (1,370,546)	\$ 921,054	\$ 9,241,481	\$ 12,588,036	\$ (3,346,555)
Depreciation	\$ 538,653	\$ 591,818	\$ (53,165)	\$ 6,657,919	\$ 7,101,816	\$ (443,897)	\$ 7,101,816		\$ (82,024)	\$ 538,653	\$ 620,677	\$ (82,024)	\$ 6,657,919	\$ 6,854,555	\$ (196,637)
Net Income/(Loss) after Depreciation	\$ (988,145)	\$ (954,503)	\$ (33,642)	\$ 2,583,562	\$ (1,656,503)	\$ 4,240,065	\$ (1,656,503)		\$ 1,003,078	\$ (988,145)	\$ (1,991,224)	\$ 1,003,078	\$ 2,583,562	\$ 5,733,480	\$ (3,149,918)
Major Maintenance	\$ 1,774	\$ -	\$ 1,774	\$ 421,804	\$ 573,326	\$ (151,522)	\$ 573,326		\$ (49,537)	\$ 1,774	\$ 51,311	\$ (49,537)	\$ 421,804	\$ 510,742	\$ (88,938)
Engineering Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (In) Out	\$ 16,642	\$ -	\$ 16,642	\$ 16,642	\$ -	\$ 16,642	\$ -		\$ (47,662)	\$ 16,642	\$ 64,304	\$ (47,662)	\$ 16,642	\$ 64,304	\$ (47,662)
Net Income/(Loss)	\$ (1,006,562)	\$ (954,503)	\$ (52,059)	\$ 2,145,116	\$ (2,228,829)	\$ 4,373,945	\$ (2,228,829)		\$ 1,100,278	\$ (1,006,562)	\$ (2,106,839)	\$ 1,100,278	\$ 2,145,116	\$ 5,158,434	\$ (3,013,319)

DuPage Flight Center
 For the Month Ending 12/31/2020

REVENUES	Month			YTD			2020 Annual Budget			Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance	Budget			2020	2019	Variance	2020	2019	Variance
Hangar Rentals	\$ 60,020	\$ 36,650	\$ 23,370	\$ 486,310	\$ 343,002	\$ 143,308	\$ 343,002			\$ 60,020	\$ 75,005	\$ (14,985)	\$ 486,310	\$ 461,017	\$ 25,293
Ramp Tie Downs & Overnight fees	\$ 887	\$ 2,234	\$ (1,347)	\$ 18,891	\$ 29,599	\$ (10,708)	\$ 29,599			\$ 887	\$ 1,134	\$ (247)	\$ 18,891	\$ 28,278	\$ (9,387)
Fuel and Oil Sales	\$ 850,009	\$ 869,851	\$ (19,842)	\$ 7,857,814	\$ 10,999,792	\$ (3,141,978)	\$ 10,999,792			\$ 850,009	\$ 1,011,420	\$ (161,411)	\$ 7,857,814	\$ 10,834,624	\$ (2,976,810)
Volume Rebate	\$ -	\$ (2,917)	\$ 2,917	\$ -	\$ (35,004)	\$ 35,004	\$ (35,004)			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Line Service Other	\$ 6,124	\$ 4,167	\$ 1,957	\$ 59,893	\$ 50,004	\$ 9,889	\$ 50,004			\$ 6,124	\$ 6,948	\$ (824)	\$ 59,893	\$ 101,723	\$ (41,830)
Aircraft Catering	\$ 298	\$ 1,042	\$ (744)	\$ 6,788	\$ 12,504	\$ (5,716)	\$ 12,504			\$ 298	\$ 194	\$ 103	\$ 6,788	\$ 6,974	\$ (187)
Non Airfield Rent/Lease/Maintenance Revenue	\$ 399	\$ 415	\$ (16)	\$ 5,071	\$ 6,890	\$ (1,819)	\$ 6,890			\$ 399	\$ 344	\$ 55	\$ 5,071	\$ 6,998	\$ (1,927)
Total Revenue	\$ 917,736	\$ 911,442	\$ 6,294	\$ 8,434,766	\$ 11,406,787	\$ (2,972,021)	\$ 11,406,787			\$ 917,736	\$ 1,095,045	\$ (177,309)	\$ 8,434,766	\$ 11,439,614	\$ (3,004,848)
OPERATING EXPENSES															
Fuel and Oil Cost of Sales	\$ 367,228	\$ 475,466	\$ (108,238)	\$ 3,413,968	\$ 6,059,611	\$ (2,645,643)	\$ 6,059,611			\$ 367,228	\$ 505,486	\$ (138,258)	\$ 3,413,968	\$ 5,755,884	\$ (2,341,916)
De Ice Cost of Goods	\$ -	\$ 5,000	\$ (5,000)	\$ -	\$ 25,000	\$ 25,000	\$ 25,000			\$ -	\$ -	\$ -	\$ 25,515	\$ 23,067	\$ 2,448
Credit Card Expense	\$ 10,684	\$ 12,583	\$ (1,899)	\$ 98,921	\$ 150,996	\$ (52,075)	\$ 150,996			\$ 10,684	\$ 13,451	\$ (2,767)	\$ 98,921	\$ 147,740	\$ (48,819)
Food - COGS	\$ 6,174	\$ 6,725	\$ (551)	\$ 77,233	\$ 80,700	\$ (3,467)	\$ 80,700			\$ 6,174	\$ 6,643	\$ (470)	\$ 77,233	\$ 77,750	\$ (517)
Maintenance	\$ 19,986	\$ 23,488	\$ (3,502)	\$ 19,986	\$ 24,936	\$ (4,949)	\$ 24,936			\$ 19,986	\$ 24,936	\$ (4,949)	\$ 234,391	\$ 229,352	\$ 5,039
Total Cost of Sales	\$ 404,073	\$ 523,262	\$ (119,189)	\$ 3,850,028	\$ 6,596,400	\$ (2,746,372)	\$ 6,596,400			\$ 404,073	\$ 550,516	\$ (146,444)	\$ 3,850,028	\$ 6,233,793	\$ (2,383,765)
Gross Profit/(Loss)	\$ 513,664	\$ 388,180	\$ 125,484	\$ 4,584,738	\$ 4,810,387	\$ (225,649)	\$ 4,810,387			\$ 513,664	\$ 544,529	\$ (30,866)	\$ 4,584,738	\$ 5,205,821	\$ (621,083)
GENERAL AND ADMINISTRATIVE															
Operating Income/(Loss)	\$ 187,232	\$ 168,029	\$ 19,203	\$ 1,654,154	\$ 1,711,603	\$ (57,449)	\$ 1,711,603			\$ 187,232	\$ 168,766	\$ 18,466	\$ 1,654,154	\$ 1,668,888	\$ (14,734)
Net Income/(Loss) before Depreciation	\$ 326,431	\$ 210,151	\$ 106,280	\$ 2,930,584	\$ 3,098,784	\$ (168,200)	\$ 3,098,784			\$ 326,431	\$ 375,763	\$ (49,332)	\$ 2,930,584	\$ 3,536,933	\$ (606,348)
Depreciation	\$ 693	\$ 694	\$ (1)	\$ 8,322	\$ 8,328	\$ (6)	\$ 8,328			\$ 693	\$ 693	\$ -	\$ 8,322	\$ 11,946	\$ (3,624)
Net Income/(Loss)	\$ 325,738	\$ 219,457	\$ 106,281	\$ 2,922,263	\$ 3,090,456	\$ (168,193)	\$ 3,090,456			\$ 325,738	\$ 375,069	\$ (49,332)	\$ 2,922,263	\$ 3,524,987	\$ (602,724)

Prairie Landing Golf Club

STATEMENT OF REVENUES AND EXPENSES

For the Month Ending 12/31/2020

	Month			YTD			2020 Annual Budget			Month			YTD		
	Actual		Variance	Budget		Variance	Budget		Variance	2020		Variance	2020		Variance
REVENUES															
P100 - Golf Administration	\$ 119	\$ 200	\$ (81)	\$ 3,500	\$ (1,291)	\$ 3,500	\$ 3,500	\$ (1,291)	\$ 119	\$ 11,964	\$ (11,845)	\$ 2,209	\$ 15,672	\$ (13,463)	
P300 - Golf Operations	\$ 1,517	\$ 1,500	\$ 17	\$ 1,370,500	\$ 76,227	\$ 1,446,727	\$ 1,370,500	\$ 76,227	\$ 1,517	\$ 2,420	\$ (902)	\$ 1,446,727	\$ 1,351,980	\$ 94,747	
P400 - Food and Beverage	\$ -	\$ -	\$ -	\$ 292,000	\$ 3,366	\$ 295,366	\$ 292,000	\$ 3,366	\$ -	\$ -	\$ -	\$ 295,366	\$ 231,834	\$ 63,532	
P500 - Weddings	\$ -	\$ -	\$ -	\$ 241,000	\$ (205,424)	\$ 35,576	\$ 241,000	\$ (205,424)	\$ -	\$ -	\$ -	\$ 35,576	\$ 248,577	\$ (213,000)	
P600 - Private Events	\$ 859	\$ 32,500	\$ (31,641)	\$ 123,000	\$ (96,931)	\$ 26,069	\$ 123,000	\$ (96,931)	\$ 859	\$ 29,052	\$ (28,194)	\$ 26,069	\$ 136,735	\$ (110,666)	
P700 - Golf Outings	\$ -	\$ -	\$ -	\$ 325,000	\$ (153,158)	\$ 171,842	\$ 325,000	\$ (153,158)	\$ -	\$ -	\$ -	\$ 171,842	\$ 219,828	\$ (47,986)	
P900 - Kitty Hawk Café	\$ -	\$ 700	\$ (700)	\$ 19,600	\$ (14,213)	\$ 5,387	\$ 19,600	\$ (14,213)	\$ -	\$ 995	\$ (995)	\$ 5,387	\$ 17,383	\$ (11,996)	
Total Revenue	\$ 2,495	\$ 34,900	\$ (32,405)	\$ 2,374,600	\$ (391,425)	\$ 1,983,175	\$ 2,374,600	\$ (391,425)	\$ 2,495	\$ 44,431	\$ (41,936)	\$ 1,983,175	\$ 2,222,007	\$ (238,832)	
OPERATING EXPENSES															
P200 - Golf Maintenance	\$ 53,177	\$ 42,961	\$ 10,216	\$ 760,503	\$ 700	\$ 761,203	\$ 760,503	\$ 700	\$ 53,177	\$ 44,648	\$ 8,530	\$ 761,203	\$ 735,150	\$ 26,053	
P300 - Golf Operations	\$ 18,113	\$ 14,177	\$ 3,936	\$ 367,434	\$ (4,970)	\$ 362,464	\$ 367,434	\$ (4,970)	\$ 18,113	\$ 18,235	\$ (122)	\$ 362,464	\$ 324,915	\$ 37,549	
P400 - Food and Beverage	\$ 20,586	\$ 15,790	\$ 4,796	\$ 328,439	\$ (6,555)	\$ 321,884	\$ 328,439	\$ (6,555)	\$ 20,586	\$ 18,908	\$ 1,678	\$ 321,884	\$ 294,373	\$ 27,511	
P500 - Weddings	\$ 16,341	\$ 16,780	\$ (439)	\$ 235,808	\$ (92,418)	\$ 143,390	\$ 235,808	\$ (92,418)	\$ 16,341	\$ 9,630	\$ 6,711	\$ 143,390	\$ 201,387	\$ (57,997)	
P600 - Private Events	\$ 212	\$ 7,040	\$ (6,828)	\$ 27,680	\$ (18,160)	\$ 9,520	\$ 27,680	\$ (18,160)	\$ 212	\$ 8,167	\$ (7,955)	\$ 9,520	\$ 32,222	\$ (22,702)	
P700 - Golf Outings	\$ (309)	\$ -	\$ (309)	\$ 34,606	\$ (8,002)	\$ 26,604	\$ 34,606	\$ (8,002)	\$ (309)	\$ (55)	\$ (255)	\$ 26,604	\$ 25,793	\$ 811	
P900 - Kitty Hawk Café	\$ -	\$ 700	\$ (700)	\$ 19,600	\$ (14,213)	\$ 5,387	\$ 19,600	\$ (14,213)	\$ -	\$ 995	\$ (995)	\$ 5,387	\$ 17,383	\$ (11,996)	
Total Cost of Sales	\$ 108,119	\$ 97,448	\$ 10,671	\$ 1,774,070	\$ (143,618)	\$ 1,630,452	\$ 1,774,070	\$ (143,618)	\$ 108,119	\$ 100,527	\$ 7,592	\$ 1,630,452	\$ 1,631,222	\$ (770)	
Gross Profit/(Loss)	\$ (105,625)	\$ (62,548)	\$ (43,077)	\$ 600,530	\$ (247,807)	\$ 352,723	\$ 600,530	\$ (247,807)	\$ (105,625)	\$ (56,097)	\$ (49,528)	\$ 352,723	\$ 590,785	\$ (238,062)	
GENERAL AND ADMINISTRATIVE															
Operating Income/(Loss)	\$ 32,770	\$ 28,668	\$ 4,102	\$ 403,697	\$ 8,448	\$ 412,145	\$ 403,697	\$ 8,448	\$ 32,770	\$ 38,822	\$ (6,052)	\$ 412,145	\$ 436,594	\$ (24,449)	
NON-OPERATING REVENUES/(EXPENSES)															
Property Tax Expenses	\$ (11,134)	\$ (11,920)	\$ 786	\$ (143,040)	\$ 18,654	\$ (124,386)	\$ (143,040)	\$ 18,654	\$ (11,134)	\$ (11,684)	\$ 550	\$ (124,386)	\$ (33,367)	\$ (91,019)	
Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Gain on Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ 16,047	\$ 16,047	\$ -	\$ 16,047	\$ -	\$ (940)	\$ 940	\$ 16,047	\$ -	\$ 16,047	
Net Income/(Loss) before Depreciation & Adj.	\$ (149,528)	\$ (103,136)	\$ (46,392)	\$ 53,793	\$ (221,555)	\$ (167,762)	\$ 53,793	\$ (221,555)	\$ (149,528)	\$ (107,543)	\$ (41,986)	\$ (167,762)	\$ 120,823	\$ (288,585)	
Depreciation	\$ 594	\$ 594	\$ (0)	\$ 7,128	\$ (0)	\$ 7,128	\$ 7,128	\$ (0)	\$ 594	\$ 594	\$ -	\$ 7,128	\$ 7,128	\$ 0	
Major Maintenance	\$ -	\$ -	\$ -	\$ 143,500	\$ (126,858)	\$ 16,642	\$ 143,500	\$ (126,858)	\$ -	\$ 12,739	\$ (12,739)	\$ 16,642	\$ 76,853	\$ (60,211)	
Transfers (In) Out	\$ (16,642)	\$ -	\$ (16,642)	\$ -	\$ (16,642)	\$ (16,642)	\$ -	\$ (16,642)	\$ (16,642)	\$ (64,304)	\$ 47,662	\$ (16,642)	\$ (64,304)	\$ 47,662	
Net Income/(Loss)	\$ (133,480)	\$ (103,730)	\$ (29,750)	\$ (96,835)	\$ (78,055)	\$ (174,890)	\$ (96,835)	\$ (78,055)	\$ (133,480)	\$ (56,572)	\$ (76,908)	\$ (174,890)	\$ 101,147	\$ (276,036)	

Accounts Receivable Aging Report Over 60 Days Past Due

Customer No.	Customer Name	Current @ 12/31/20		1 to 30		31 to 60		61 to 90		91+		% of Total
				Days Overdue		Days Overdue		Days Overdue		Days Overdue		
A-TEA01	TRAVEL EXPRESS AVIATION	-	-	11,235.00	11,235.00	-	-	-	-	99,865.00	122,335.00	45.13%
A-PEA02	Andrew Pempek	-	-	6,186.00	6,186.00	-	-	-	-	29,817.58	42,189.58	15.56%
A-RSA01	RSH Aviation, Inc.	-	-	3,272.00	3,272.00	-	-	-	-	21,378.48	27,922.48	10.30%
A-61L01	6-1 LLC	-	-	-	-	-	-	-	-	24,300.00	24,300.00	8.96%
A-MUM02	Matt Mukenschnabl	-	-	800.00	800.00	-	-	-	-	13,132.02	14,732.02	5.44%
A-AFS01	AVEL FLIGHT SCHOOL, INC.	-	-	2,080.00	2,080.00	-	-	-	-	9,480.00	13,640.00	5.03%
A-SPD01	STATE POLICE DEPARTMENT	-	-	2,092.97	2,092.97	-	-	-	-	4,185.94	8,371.88	3.09%
A-TEA03	TRAVEL EXPRESS MAINTENANCE	-	-	500.00	500.00	-	-	-	-	6,568.30	7,568.30	2.79%
A-GLL01	Glenway Leasing	-	-	483.00	483.00	-	-	-	-	2,459.13	3,425.13	1.26%
A-BAJ02	Airboss Private Aviation Services	-	-	-	-	-	-	-	-	2,300.00	2,300.00	0.85%
A-THS01	Scott Thoman	-	-	-	-	-	-	-	-	1,288.00	1,288.00	0.48%
A-HAR04	Raza Haq	-	-	77.00	77.00	-	-	-	-	929.81	1,083.81	0.40%
A-DOJ01	JOE DOLLENS	-	-	77.00	77.00	-	-	-	-	857.52	1,011.52	0.37%
A-FSX01	FSX Chicago, LLC	-	-	-	-	-	-	-	-	887.66	887.66	0.33%
Report Total:		-	-	26,802.97	26,802.97	-	-	-	-	217,449.44	271,055.38	
Percent of Total:		0.00%	0.00%	9.89%	9.89%	0.00%	0.00%	0.00%	0.00%	80.22%	100.00%	

TO: DuPage Airport Authority
Board of Commissioners

FROM: Mark Doles 
Executive Director



RE: Proposed Ordinance 2021-348; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year beginning January 1, 2021 and Ending December 31, 2021.

DATE: January 13, 2021

SUMMARY:

Illinois Statute requires the Airport Authority to pass within the first quarter of their fiscal year, a Budget and Appropriations Ordinance.

The Tentative Budget and Appropriations Ordinance was passed on November 18, 2020 and forwarded to DuPage County Board Chairman Cronin on December 1, 2020. As authorized by Illinois Statute, the County Board Chairman has thirty (30) days to review the Airport Authority Tentative Budget and Appropriations and has the right of line item veto. The Airport Authority has received no comments or questions from the County Board Chairman's office regarding the 2021 Tentative Budget and Appropriations.

A notice was published in the *Daily Herald* announcing the Public Hearing to be held on January 11, 2020, at 10:00 a.m. in the Third Floor Conference Room of the Daniel L. Goodwin Flight Center Building. The purpose of the Public Hearing is to provide an opportunity for public review and comment. No public comment was received.

The Airport Authority has met all statutory requirements for passage of the 2021 Budget and Appropriations.

PREVIOUS COMMITTEE/BOARD ACTION:

- November 2, 2020 Special Finance Committee reviewed the Preliminary FY'21 Operating and Capital Plan and forwarded to the Board for review.
- November 18, 2020 DuPage Airport Authority Board passed Ordinance 2020-346; Adopting the Tentative Budget and Appropriations for the DuPage Airport Authority for the Fiscal Year beginning January 1, 2021 and Ending December 31, 2021.

REVENUE OR FUNDING IMPLICATIONS:

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

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal review of this item is not necessary.

ATTACHMENTS:

- FY'2021 Proposed Budget
- Proposed Ordinance 2021-348; Adopting Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2021 and Ending December 31, 2021 (last pages of the budget document)

ALTERNATIVES:

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

RECOMMENDATION:

It is the recommendation of the Executive Director and staff that the Board approve Proposed Ordinance 2021-348; Adopting the Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2021 and Ending December 31, 2021.

Fiscal Year 2021
Budget & Appropriations Ordinance
For the period January 1, 2021 - December 31, 2021
DuPage Airport Authority
West Chicago, IL

ORDINANCE 2021-348

**BUDGET & APPROPRIATIONS ORDINANCE
for the DUPAGE AIRPORT AUTHORITY
for the FISCAL YEAR BEGINNING
JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021**

WHEREAS, The Board of Commissioners of the DuPage Airport Authority, an Illinois Special District, has adopted a fiscal year beginning January 1, 2021 and ending December 31, 2021, and has estimated the sums of money necessary to pay the costs of operating the DuPage Airport Authority and all other expenses and liabilities of the Authority for Fiscal Year 2021.

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

SECTION 1: For the fiscal year beginning January 1, 2021 and ending December 31, 2021 the following sums of money below are hereby budgeted and appropriated for the corporate purposes of the Corporate Fund of the DuPage Airport Authority:

Estimated Beginning Cash Balance	\$ 40,412,580
<u>OPERATING REVENUES</u>	
Airport Operations	\$ 3,513,804
Flight Center Fuel Operations	\$ 7,092,386
Prairie Landing Golf Course	\$ 2,468,200
TOTAL OPERATING REVENUES	\$ 13,074,390
<u>OPERATING EXPENSES</u>	
Airport Operations	\$ 7,097,423
Flight Center Fuel Operations	\$ 5,445,529
Prairie Landing Golf Course	\$ 2,323,220
TOTAL OPERATING EXPENSES	\$ 14,866,172
<u>NON OPERATING - REVENUE / DEBT SERVICE / CAPITAL / TAXES</u>	
REVENUES	
Miscellaneous Taxes	\$ 60,000
Property Taxes/Abatement	\$ 6,032,400
Federal & State Grants	\$ 6,175,785
Interest Income	\$ 73,700
Unrealized Gain/Loss from Investments	\$ -
Gain of Sale from Fixed Assets	\$ 3,432,833
TOTAL NON-OPERATING REVENUES	\$ 15,774,718
EXPENSES	
Property Tax (DAA)	\$ 274,080
Property Tax (PLGC)	\$ 138,000
TOTAL NON-OPERATING EXPENSES	\$ 412,080
<u>CAPITAL DEVELOPMENT PROGRAM</u>	
AVIATION PROGRAMS / EQUIPMENT	\$ 15,187,410
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 1,079,181
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 2,638,920
TOTAL CAPITAL DEVELOPMENT PROGRAM	\$ 18,905,511
TOTAL REVENUES	\$ 28,849,108
TOTAL EXPENDITURES	\$ 34,183,763
CASH BALANCE - ENDING	\$ 35,077,925

SECTION 2: That the following budget and appropriations, containing an estimate of the receipts and expenditures for FISCAL YEAR 2021, be and are hereby adopted as the budget and appropriations of the Corporate Fund of the DuPage Airport Authority for said fiscal year:

AIRPORT ADMINISTRATION / OPERATIONS

REVENUES	
HANGAR RENTALS	\$ 2,554,372
COLLECTION, SERVICE, TOWING FEES	\$ 1,356
COMMISSIONS	\$ 32,241
CUSTOMS FEES	\$ 98,316
RAMP, TIE DOWN, OVERNIGHT FEES	\$ 130,164
NON AIRFIELD, RENT/LEASE REVENUE	\$ 677,351
MISCELLANEOUS	\$ 20,004
TOTAL REVENUES	\$ 3,513,804
CASH ON HAND - BEGINNING	\$ 19,094,423
TOTAL FUNDS AVAILABLE	\$ 22,608,227
EXPENDITURES	
SALARIES	
STAFF & COMMISSIONERS	\$ 2,380,059
SALARIES TOTAL	\$ 2,380,059
BENEFITS	
FICA	\$ 177,094
UNEMPLOYMENT INSURANCE	\$ 29,329
GROUP INSURANCE	\$ 381,497
UNIFORMS	\$ 12,612
IMRF	\$ 178,241
BENEFITS TOTAL	\$ 778,773
GENERAL & ADMINISTRATIVE	
EDUCATION / TRAINING / TRAVEL	\$ 19,071
DUES & SUBSCRIPTIONS	\$ 13,655
COMPUTER AND SOFTWARE	\$ 34,196
COMMUNICATIONS	\$ 39,508
GENERAL OFFICE	\$ 6,504
MISCELLANEOUS	\$ 18,616
GEN. & ADMIN. TOTAL	\$ 131,550
OUTSIDE SERVICES	
CONSULTING SERVICES	\$ 302,904
ACCOUNTING / AUDIT	\$ 48,000
CUSTOMS/CONTROL TOWER	\$ 851,217
MISC OUTSIDE SERVICES	\$ 345,434
LEGAL	\$ 180,000
SNOW REMOVAL/ICE CONTROL	\$ 72,800
ARFF	\$ 473,316
OUTSIDE TOTAL	\$ 2,273,671
MAINTENANCE	
EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 170,420
SUPPLIES/HANDTOOLS & SMALL EQUIPMENT	\$ 49,132
FUEL/OIL VEHICLES & EQUIPMENT	\$ 53,196
FIELD MAINTENANCE	\$ 129,996
BUILDING MAINTENANCE	\$ 147,996
MACHINE & EQUIPMENT	\$ 54,996
MAINTENANCE TOTAL	\$ 605,736
INSURANCE	\$ 398,808
INSURANCE TOTAL	\$ 398,808
MARKETING / PUBLIC RELATIONS	\$ 96,950
MARKETING / PUBLIC RELATIONS TOTAL	\$ 96,950
UTILITIES	
GARBAGE REMOVAL / JANITORIAL	\$ 14,424
GAS HEAT	\$ 136,000
ELECTRIC	\$ 247,000
WATER/SEWER	\$ 34,452
TOTAL UTILITIES	\$ 431,876
TOTAL EXPENDITURES:	
AUTHORITY ADMINISTRATION & OPERATIONS	\$ 7,097,423
CASH ON HAND ENDING	\$ 15,510,804

DUPAGE FLIGHT CENTER FUEL OPERATIONS

REVENUES	
FUEL & OIL SALES	\$ 6,578,222
SERVICES & CATERING	\$ 508,272
MISCELLANEOUS INCOME	\$ 5,892
TOTAL REVENUES	\$ 7,092,386
CASH ON HAND - BEGINNING	\$ 23,222,847
TOTAL FUNDS AVAILABLE	\$ 30,315,233
EXPENDITURES	
SALARIES	
STAFF	\$ 1,027,425
SALARIES TOTAL	\$ 1,027,425
BENEFITS	
FICA	\$ 78,598
UNEMPLOYMENT INSURANCE	\$ 22,230
GROUP INSURANCE	\$ 220,464
UNIFORMS	\$ 13,704
IMRF	\$ 81,886
BENEFITS TOTAL	\$ 416,882
COST OF SALES	
COST OF SALES - FUEL/OIL	\$ 3,263,090
COST OF SALES - DE-ICE	\$ 27,000
COST OF SALES - CATERING	\$ 84,600
COST OF SALES TOTAL	\$ 3,374,690
GENERAL & ADMINISTRATIVE	
BUILDING RENT	\$ 48,000
EDUCATION / TRAINING / TRAVEL	\$ 19,284
DUES & SUBSCRIPTIONS	\$ 3,900
MISC OFFICE EXPENSE	\$ 18,192
SOFTWARE	\$ 16,296
COMMUNICATIONS	\$ 15,456
CREDIT CARD EXPENSE	\$ 79,560
MARKETING	\$ 50,364
GEN. & ADMIN. TOTAL	\$ 251,052
OUTSIDE SERVICES	
CONSULTING SERVICES/LEGAL	\$ 22,224
OUTSIDE SERVICES TOTAL	\$ 22,224
MAINTENANCE / OPERATIONS	
EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 138,348
SUPPLIES	\$ 35,088
FUEL / OIL VEHICLES	\$ 11,004
MAINTENANCE EXPENSE	\$ 36,000
MAINTENANCE TOTAL	\$ 220,440
INSURANCE	\$ 130,512
INSURANCE TOTAL	\$ 130,512
UTILITIES	
ELECTRIC	\$ 2,304
UTILITIES TOTAL	\$ 2,304
TOTAL EXPENDITURES:	
FLIGHT CENTER FUEL OPERATIONS	\$ 5,445,529
CASH ON HAND ENDING	\$ 24,869,704

PRAIRIE LANDING GOLF COURSE

REVENUES

GOLF OPERATIONS

GREENS FEES/CART RENTAL	\$ 1,124,000
ASSOCIATION MEMBERSHIPS	\$ 185,000
RENTALS	\$ 5,000
PRACTICE CENTER	\$ 152,500
PRO SHOP SALES	\$ 97,500
TOTAL GOLF OPERATIONS	\$ 1,564,000

FOOD & BEVERAGE

CLUBHOUSE	\$ 324,000
KITTY HAWK - DELI	\$ 19,600
BANQUET	\$ 557,100
TOTAL FOOD & BEVERAGE	\$ 900,700

MISCELLANEOUS INCOME

TOTAL MISCELLANEOUS INCOME	\$ 3,500
TOTAL REVENUES	\$ 2,468,200

CASH ON HAND - BEGINNING

\$ (1,904,689)

TOTAL FUNDS AVAILABLE

\$ 563,511

EXPENDITURES

SALARIES

STAFF	\$ 1,158,474
SALARIES TOTAL	\$ 1,158,474

BENEFITS

FICA	\$ 93,614
UNEMPLOYMENT INSURANCE	\$ 39,913
GROUP INSURANCE	\$ 93,540
UNIFORMS	\$ 8,500
IMRF	\$ 73,384
BENEFITS TOTAL	\$ 308,951

COST OF SALES

COST OF SALES - GOLF	\$ 73,300
COST OF SALES - GRILL, EVENT, BANQUETS	\$ 203,885
COST OF SALES - KITTY HAWK	\$ 14,100
CREDIT CARD FEES	\$ 53,800
COST OF SALES TOTAL	\$ 345,085

GENERAL & ADMINISTRATIVE

EDUCATION / TRAINING / TRAVEL	\$ -
DUES & SUBSCRIPTIONS	\$ 11,030
COMPUTER AND SOFTWARE	\$ 10,000
COMMUNICATIONS	\$ 19,260
TRANSFER COSTS TO FLIGHT CENTER	\$ (69,531)
MARKETING	\$ 59,900
GEN. & ADMIN. TOTAL	\$ 30,659

OUTSIDE SERVICES

CONSULTING SERVICES / LEGAL	\$ 63,746
OUTSIDE SERVICES TOTAL	\$ 63,746

MAINTENANCE / OPERATIONS

COURSE MAINTENANCE	\$ 112,500
SUPPLIES	\$ 80,500
RENTAL EQUIPMENT	\$ 40,740
FUEL / OIL VEHICLES	\$ 14,500
BUILDING MAINTENANCE EXPENSE	\$ 34,980
MAINTENANCE TOTAL	\$ 283,220

INSURANCE

\$ 66,000

INSURANCE TOTAL

\$ 66,000

UTILITIES

GARBAGE REMOVAL / JANITORIAL	\$ 3,960
GAS HEAT	\$ 10,200
ELECTRIC	\$ 44,625
WATER/SEWER	\$ 8,300
UTILITIES TOTAL	\$ 67,085

TOTAL EXPENDITURES:

PRAIRIE LANDING GOLF COURSE

\$ 2,323,220

CASH ON HAND ENDING

\$ (1,759,709)

NON OPERATING - REVENUE / DEBT SERVICE / CAPITAL / TAXES

MISCELLANEOUS TAXES	\$ 60,000
PROPERTY TAXES	\$ 6,032,400
FEDERAL & STATE GRANTS	\$ 6,175,785
INTEREST INCOME	\$ 73,700
UNREALIZED GAIN/LOSS FROM INVESTMENTS	\$ -
GAIN OF SALE FROM FIXED ASSETS	\$ 3,432,833
TOTAL NON-OPERATING REVENUES	\$ 15,774,718

CAPITAL DEVELOPMENT PROGRAM

AVIATION PROGRAMS / EQUIPMENT	\$ 15,187,410
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 1,079,181
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 2,638,920
TOTAL CAPITAL DEVELOPMENT	\$ 18,905,511

PROPERTY TAX

PROPERTY TAX (DAA)	\$ 274,080
PROPERTY TAX (PLGC)	\$ 138,000
TOTAL PROPERTY TAX	\$ 412,080

TOTAL REVENUES	\$ 28,849,108
TOTAL EXPENDITURES	\$ 34,183,763
CASH ON HAND ENDING	\$ 35,077,925

Said appropriation items shall constitute the Budget for the Corporate Fund of the Authority for FISCAL YEAR 2021.

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

The amounts specified are the maximum estimated for probable expenditures or commitments prior to December 31, 2021, and there is included in the appropriated amounts, funds derived from other sources than local taxation, and which may be spent for the benefit of the authority without actually being received and expended by it.

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority on January 20, 2021.

Record of Roll Call Vote:


Juan E. Chavez	_____
Stephen L. Davis	_____
Charles E. Donnelly	_____
Herbert A. Getz	_____
Gina R. LaMantia	_____
Michael V. Ledonne	_____
Gregory J. Posch	_____
Donald C. Sharp	_____
Daniel J. Wagner	_____

Chairman

(seal)
ATTEST:

Secretary

TO: DuPage Airport Authority
Board of Commissioners

FROM: Mark Doles 
Executive Director



RE: Proposed Ordinance 2021-349; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

DATE: January 14, 2021

SUMMARY:

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

PREVIOUS COMMITTEE/BOARD ACTION:

January 15, 2020 The Board of Commissioners passed Ordinance 2020-342; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

REVENUE OR FUNDING IMPLICATIONS:

Not applicable.

STAKEHOLDER PROCESS:

Not applicable.

LEGAL REVIEW:

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

ATTACHMENTS:

- Proposed Ordinance 2021-349; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director that the Board approve Proposed Ordinance 2021-349; An Ordinance of the DuPage Airport Authority Promulgating Regulations Under the Freedom of Information Act.

ORDINANCE 2021 - 349
AN ORDINANCE OF THE DUPAGE AIRPORT AUTHORITY
PROMULGATING REGULATIONS UNDER THE FREEDOM
OF INFORMATION ACT

RECITALS

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

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

SECTION 1. Definitions:

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

SECTION 2. Application for Inspection or Copying:

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

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

SECTION 3. Denial of Request and Appeal:

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

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

SECTION 5. Prior Ordinances: This ordinance repeals Ordinance 2020-342 and shall be placed in DuPage Airport Authority Code.

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 20th day of January 2021.

Roll Call:

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
Gina R. LaMantia _____

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

Chairman

Secretary

ORDINANCE 2021-349

DuPAGE AIRPORT AUTHORITY

Fee Schedule for Duplication of Public Records

Cost for copies effective date: January 1, 2021

Paper copy from paper original on copy machine:

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

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

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

All fees for copying are payable in advance.

DuPAGE AIRPORT AUTHORITY

DESCRIPTIONS REQUIRED UNDER SECTION 4 OF THE FREEDOM OF INFORMATION ACT

A. Description of DuPage Airport Authority:

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

On January 1, 2021, the DAA had 54 full-time employees and 24 part-time employees. The total budgeted revenue is \$28,849,108 for the fiscal year ending December 31, 2021. The total budgeted expenditures for the year are \$34,183,763. This includes \$15,278,252 for general operating costs and \$18,905,511 for capital expenditures and major maintenance projects.

B. Procedure for Requesting Information and Public Records:

Any person may obtain public records for inspection or copying in accordance with the provisions of the Freedom of Information Act by submitting a written request to the DAA providing the name, address and telephone number of the applicant and describing the documents sought. DAA suggests, but shall not require, that applicants submit the request on a Request for Public Records (Form FOI 500) to the DAA's office during normal working hours. The request shall state whether any record shall be used in any form for sale, resale or solicitation or advertisement for sales or services. FOI Requests should be directed to the attention of the DAA's Freedom of Information Officer, DuPage Airport Authority, 2700 International Drive, Suite 200, West Chicago, IL 60185. The requested record will be provided promptly and in accordance with DAA Ordinance 2021-349 (an Ordinance of DAA promulgating regulations under the Freedom of Information Act). Except for unusual circumstances permitted under the Act and for records requested for a commercial purpose as defined by the Act, the record will be supplied within five (5) business days of receipt of the written request. Under certain conditions permitted by law, the DAA may extend this time limit by another five (5) business days. Records requested for a commercial purpose, as defined by the Act, will be provided in the time frame provided in the Act for such records. In the event that the Request for Public Records cannot be complied with, a written denial stating the detailed factual basis for the denial of the application or any claimed exemption(s) will be mailed to the person making the request within five (5) business days after receipt of the request or after the extension of time, if extended.

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

C. Fee Charged for Copies of Records:

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

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

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

DuPAGE AIRPORT AUTHORITY

CATEGORIES OF RECORDS AVAILABLE IN AUTHORITY OFFICE

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

DuPAGE AIRPORT AUTHORITY

Mark Doles
Executive Director

**DUPAGE AIRPORT AUTHORITY OFFICERS/COMMISSIONERS
AS OF JANUARY 20, 2021**

STEPHEN L. DAVIS, CHAIRMAN
GINA R. LAMANTIA, VICE-CHAIRMAN
MICHAEL V. LEDONNE, TREASURER
DONALD C. SHARP, SECRETARY

JUAN E. CHAVEZ, COMMISSIONER
CHARLES E. DONNELLY, COMMISSIONER
HERB A. GETZ, COMMISSIONER
GREGORY J. POSCH, COMMISSIONER
DANIEL J. WAGNER, COMMISSIONER

PATRICK HOARD, ASSISTANT TREASURER
DANIEL J. BARNA, ASSISTANT SECRETARY

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

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

DuPAGE AIRPORT AUTHORITY

A-1.

REQUEST FOR INSPECTION OR COPYING OF PUBLIC RECORDS

1. Identification of person requesting information:

- a) Name: _____
- b) Address: _____
- c) Telephone: _____

2. Additional information relating to organization. If this request is on behalf of a public body or a business, civic or other organization, please state the following:

- a) Name of Organization: _____
- b) Address of Organization: _____
- c) Office or title within organization of person requesting information: _____

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

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

4. Specify documents of which copies are requested:

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

Signature

For DAA Use Only

Date Received _____ Time Received _____ Date Response Due _____

Notations regarding oral communications or other items: _____

FOIA Form 500

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

TO:

FROM:

Name

Name

Address

Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

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

_____ The documents you requested are enclosed.

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

_____ You may inspect the records at _____ on _____.

DAA Approval

Date

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

TO:

FROM:

Name

Name

Address

Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

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

- _____ Are enclosed.
- _____ Will be made available upon payment of copying costs in the amount of \$ _____.
- _____ May be inspected at _____ on _____.

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

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

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

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

DAA Freedom of Information Officers
Dan Barna and Kristine Klotz

DuPAGE AIRPORT AUTHORITY

A-4.

DEFERRAL OF RESPONSE TO REQUEST FOR PUBLIC RECORDS

TO:

FROM:

Name

Name

Address

Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

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

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

DAA Freedom of Information Officers
Dan Barna and Kristine Klotz

Date

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

TO:

FROM:

Name

Name

Address

Office or Title

DESCRIPTION OF REQUESTED RECORD(S):

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

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

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

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


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

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

DAA Freedom of Information Officers
Dan Barna and Kristine Klotz

Date

TO: DuPage Airport Authority
Board of Commissioners

FROM: Mark Doles 
Executive Director



RE: Proposed Resolution 2021-2406; Approving the Use of Outside Attorneys
for the Fiscal Year 2021 Beginning January 1, 2021 and Ending December 31, 2021

DATE: January 13, 2021

SUMMARY:

As required by the Airport Authority's By-Laws, the Board of Commissioners each year must approve the outside attorneys to be utilized by the Airport Authority.

It is recommended that Luetkehans, Brady, Garner & Armstrong LLC be retained as the general counsel attorneys for 2021. The rates for 2021 are reflected in Exhibit A of the Proposed Resolution as well as a comparison of the rates from 2020. It is recommended that the attorney providing Human Resources legal services for the Airport Authority, SheppardMullin be retained for 2021. The rates for 2021 are reflected in Exhibit B of the Proposed Resolution as well as a comparison of the rates from 2020.

PREVIOUS COMMITTEE/BOARD ACTION:

None.

REVENUE OR FUNDING IMPLICATIONS:

Rates as provided have been included as part of the 2021 Budget and Appropriations for the Airport Authority.

STAKEHOLDER PROCESS:

Not applicable.

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

- Proposed Resolution 2021-2406; Approving the Use of Outside Attorneys for the Fiscal Year 2021 Beginning January 1, 2021 and Ending December 31, 2021.

ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director that the Board approve Proposed Resolution 2021-2406; Approving the Use of Outside Attorneys for the Fiscal Year 2021 Beginning January 1, 2021 and Ending December 31, 2021.

RESOLUTION 2021-2406

**APPROVING THE USE OF OUTSIDE ATTORNEYS FOR THE FISCAL YEAR 2021
BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021**

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

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

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

WHEREAS, the Authority desires and deems it to be in the best interest of the Authority to appoint Luetkehans, Brady, Garner & Armstrong, LLC and SheppardMullin, as its outside attorneys for the year 2021 at the hourly rates attached hereto on Exhibits A and B respectively.

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby approves the hiring of Luetkehans, Brady, Garner & Armstrong, LLC and SheppardMullin as its outside attorneys for the year 2021 at the hourly rates set forth on the attached Exhibits A and B.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
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 January 2020.

Chairman

ATTEST:

Secretary

RESOLUTION 2021-2406

EXHIBIT A

LUETKEHANS, BRADY, GARNER & ARMSTRONG, LLC

HOURLY RATES

	<u>2020</u>	<u>2021</u>
PARTNERS	\$255	\$265
ASSOCIATES	\$210	\$215
LAW CLERKS	\$75	\$75

EXHIBIT B

SHEPPARDMULLIN


HOURLY RATES


	<u>2020</u>	<u>2021</u>
ALL ATTORNEYS	\$490	\$520



DUPAGE AIRPORT
AUTHORITY

TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Executive Director

RE: Proposed Resolution 2021-2407; Award of Contract to FBG Corporation for the
U.S. Customs and Border Protection General Aviation Facilities Renovation

DATE: January 12, 2021

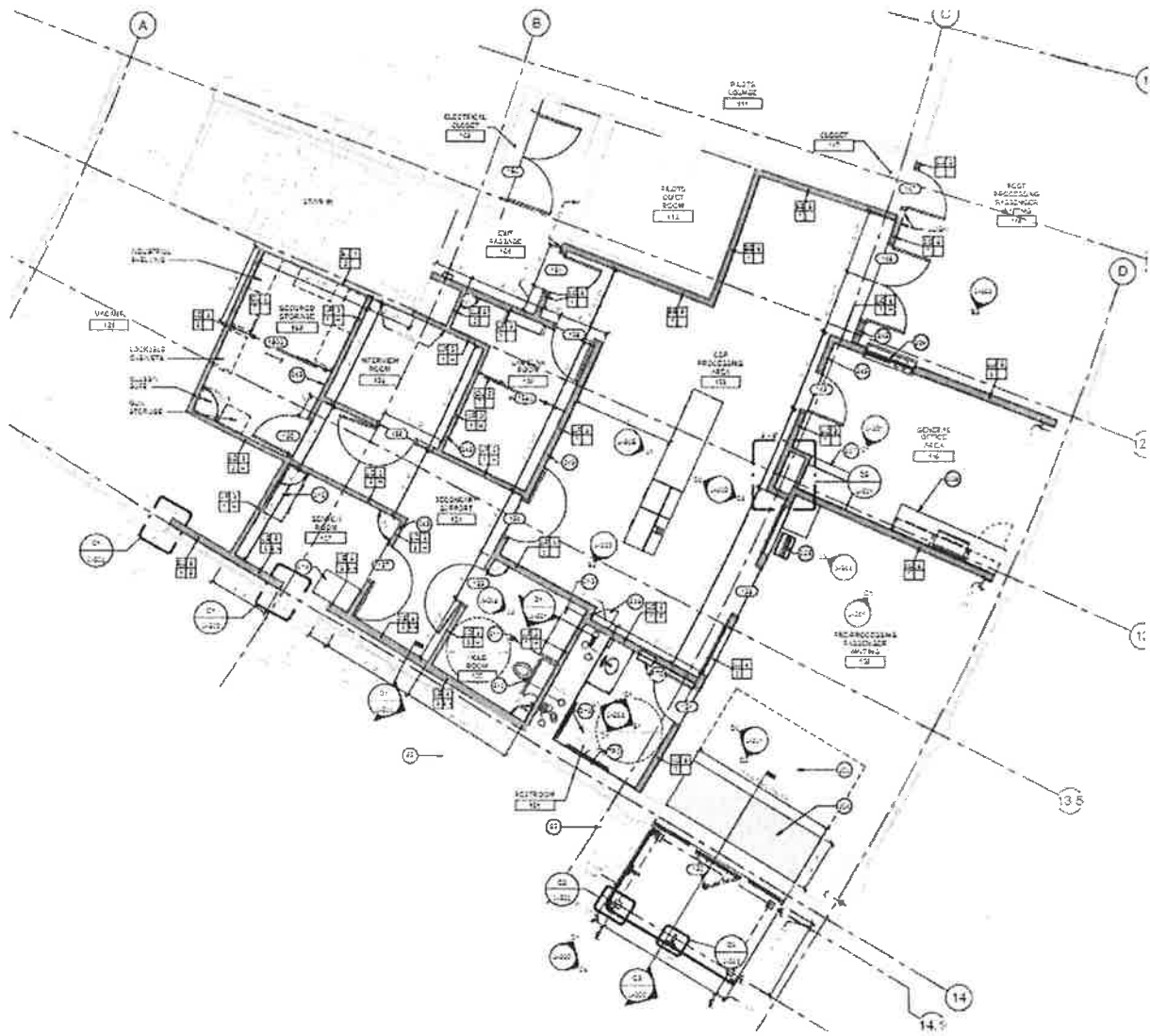
SUMMARY:

The Airport Authority's 2021 Capital Budget includes a project to renovate existing Federal Inspection Services ("FIS") facilities for U.S. Customs and Border Protection ("CBP") within the DuPage Flight Center in support of the user-fee services provided at DuPage Airport.

As you will recall, CBP is requiring all user-fee FIS facilities to modify the design and amenities of existing space or to construct new stand-alone facilities to comply with the new Federal standards. If airports do not comply, CBP will remove their personnel and the airport will lose user-fee services. Other user-fee airports including Chicago Executive and Waukegan are currently undergoing construction to comply with these regulations.

The project involves renovation of the existing south end of the DuPage Flight Center first floor to provide expanded accommodation of the CBP facilities. The renovation will include: passenger waiting areas; CBP processing areas; search, interview and detention areas; as well as work areas for the CBP agent(s).

Staff utilized the services of CH2M to prepare plans and specifications for this project.



A solicitation for sealed bids was advertised in the December 2, 2020 edition of the *Daily Herald Newspaper*. A mandatory pre-bid meeting was held at 1:00 p.m. on December 15, 2020. Fifteen (15) sealed bids were received and opened at 2:00 p.m. on January 7, 2021. Bid results are as follows:

Bidder	Construction Cost	Estimated Calendar Days to Complete
FBG Corporation Elmhurst, IL	\$789,000	120
Reed Construction Chicago, IL	\$849,161	105
Unified Construction Group Westmont, IL	\$859,390	180
Chicago Commercial Construction Chicago, IL	\$883,000	180
Apex Construction Group Chicago, IL	\$890,441	154
Lite Construction Montgomery, IL	\$893,700	180
RoMAAS, Inc. Glen Ellyn, IL	\$894,400	140
F.H. Paschen Chicago, IL	\$906,300	150
All Construction Group Cicero, IL	\$914,900	165
Kandu Construction Skokie, IL	\$917,000	190
Accel Construction Services Group Chicago, IL	\$958,894	152
J.A. Watts, Inc. Chicago, IL	\$985,000	180
Construction Solutions of IL Oak Lawn, IL	\$1,012,723	180
Boller Construction Company Waukegan, IL	\$1,017,645	175
Northwest Contractors Hampshire, IL	\$1,020,000	150

Upon evaluation of the bids, it is apparent that FBG Corporation is the low, responsive and responsible bidder. CH2M and staff conducted a scope of work interview with FBG Corporation and confirmed full compliance with project specifications. FBG Corporation received positive response from references for completion of similar projects.

PREVIOUS COMMITTEE/BOARD ACTION:

January 24, 2018 Regular Board Meeting – the Board approved Preliminary Design Phase Task Order No. 10 with CH2M in an amount not-to-exceed \$37,374.97.

July 30, 2019 Regular Board Meeting – the Board approved Design Phase Task Order No. 25 with CH2M in an amount not-to-exceed \$149,629.29.

REVENUE OR FUNDING IMPLICATIONS:

2021 Capital Budget	\$1,993,558
FBG Corporation Construction Cost	(\$789,000)
Owner's Contingency (7%)	(\$55,230)
CH2M Task Order No#40 Construction Phase Services Not-to-Exceed Fee	(\$134,767.84)
CBP Furniture, Fixtures and Equipment	(\$61,983.06)
CBP Access Control & Surveillance Hardware - TBD	
Building Permit Fee - TBD	
	\$952,577.10

Previous Expenditures

CH2M Task Order No#10 Preliminary Design Phase Services Not-to-Exceed Fee	FY 2018 (\$37,374.97)
CH2M Task Order No#25 Design Phase Services Bidding Plans and Specifications Not-to-Exceed Fee	FY 2019 and 2020 (\$149,629.29)

STAKEHOLDER PROCESS:

None.

LEGAL REVIEW:

Legal counsel has previously drafted the A101-2017 Standard Form of Agreement Between Owner and Contractor and the A201-2017 General Conditions of the Contract for Construction.

ATTACHMENTS:

- Proposed Resolution 2021-2407; Award of Contract to FBG Corporation for the U.S. Customs and Border Protection General Aviation Facilities Renovation.
- 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 2021-2407; Award of Contract to FBG Corporation for the U.S. Customs and Border Protection General Aviation Facilities Renovation.

RESOLUTION 2021-2407

Award of Contract to FBG Corporation for the U.S. Customs and Border Protection General Aviation Facilities Renovation

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 U.S. Customs and Border Protection General Aviation Facilities Renovation at the DuPage Flight Center (the “Project”); and

WHEREAS, the Authority received and reviewed fifteen (15) sealed bids on January 7, 2021 for the Project; and

WHEREAS, it is apparent that FBG Corporation is the low, responsive and responsible bidder at a total cost of \$789,000; and

WHEREAS, the Board of Commissioners of the Authority hereby deems it to be in the best interests of the Authority to enter into a Contract with FBG Corporation for the Project for a total cost not-to-exceed \$844,230, which includes a 7% owner’s contingency.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles, to execute said Contract with FBG Corporation for a total cost not-to-exceed \$844,230 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 _____
Herbert A. Getz _____
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 January 2021.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2021-2407

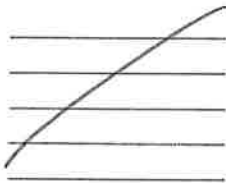
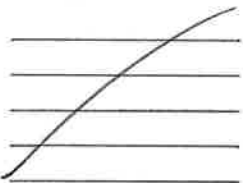
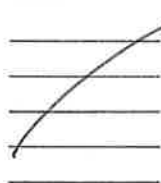
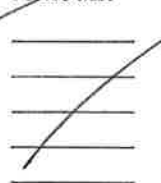
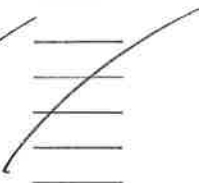















**DUPAGE AIRPORT AUTHORITY
 CBP RENOVATION
 SOLICITATION NO. 2020-1130**

STATEMENT OF POLITICAL CONTRIBUTIONS

FBG Corporation
 (name of entity or individual)

1015 S. Route 83
Elmhurst IL 60126
 (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."


1/7/21  Vice President
 (date) (signature) (title of signer, if a business)



DUPAGE AIRPORT
AUTHORITY

TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Executive Director

RE: Proposed Resolution 2021-2408; Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: U.S. Customs and Border Protection General Aviation Facilities Renovation

DATE: January 12, 2021

SUMMARY:

Related to the proposed U.S. Customs and Border Protection General Aviation Facilities Renovation, staff is in receipt of Task Order No. 40 from CH2M for providing construction observation services during the 120-day construction timeline anticipated by the contractor.

The scope of services provided by CH2M include:

- Full-time onsite supervision.
- Inspection and reporting.
- Task management and coordination.
- Construction progress meetings.
- Quality assurance tracking, review and confirmation.
- Submittal reviews and RFI management.
- Change order and pay application review.
- Coordination of record drawings and closeout documents.
- Extensive coordination with U.S. Customs and Border Protection staff due to their inability to have their staff onsite due to COVID.

The fee to accomplish these services is a total not-to-exceed amount of \$134,767.84.

PREVIOUS COMMITTEE/BOARD ACTION:

January 24, 2018 Regular Board Meeting – the Board approved Preliminary Design Phase Task Order No. 10 with CH2M in an amount not-to-exceed \$37,374.97.

July 30, 2019 Regular Board Meeting – the Board approved Design Phase Task Order No. 25 with CH2M in an amount not-to-exceed \$149,629.29.

REVENUE OR FUNDING IMPLICATIONS:

2021 Capital Budget	\$1,993,558
FBG Corporation Construction Cost	(\$789,000)
Owner's Contingency (7%)	(\$55,230)
CH2M Task Order No#40 Construction Phase Services Not-to-Exceed Fee	(\$134,767.84)
CBP Furniture, Fixtures and Equipment	(\$61,983.06)
CBP Access Control & Surveillance Hardware - TBD	
Building Permit Fee - TBD	
	\$952,577.10

Previous Expenditures

CH2M Task Order No#10 Preliminary Design Phase Services Not-to-Exceed Fee	FY 2018 (\$37,374.97)
CH2M Task Order No#25 Design Phase Services Bidding Plans and Specifications Not-to-Exceed Fee	FY 2019 and 2020 (\$149,629.29)

STAKEHOLDER PROCESS:

None.

LEGAL REVIEW:

Legal counsel has previously drafted the standard form task order being utilized for this project.

ATTACHMENTS:

- Proposed Resolution 2021-2408; Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: U.S. Customs and Border Protection General Aviation Facilities Renovation.

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 2021-2408; Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: U.S. Customs and Border Protection General Aviation Facilities Renovation.

RESOLUTION 2021-2408

**Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project:
U.S. Customs and Border Protection General Aviation Facilities Renovation**

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

WHEREAS, the Authority expects to pursue the accomplishment of a project described as U.S. Customs and Border Protection General Aviation Facilities (the "Project"); and

WHEREAS, the Authority has previously entered into a Contract with CH2M for work at the DuPage Airport and is in receipt of Task Order No. 40 from CH2M for construction phase services on the Project for a total not-to-exceed amount of \$134,767.84; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles to execute Task Order No. 40 with CH2M for a total not-to-exceed amount of \$134,767.84 and to take whatever steps necessary to effectuate the terms of said Task Order on behalf of the Authority.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
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 January 2021.

CHAIRMAN


(ATTEST)


SECRETARY



DUPAGE AIRPORT AUTHORITY

TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Executive Director

RE: Proposed Resolution 2021-2409; Award of Contract to Thomas Interiors for the Procurement of Furniture, Fixtures and Equipment: U.S. Customs and Border Protection General Aviation Facilities Renovation

DATE: January 12, 2021

SUMMARY:

As part of the 2021 Capital Budget for the U.S. Customs and Border Protection General Aviation Facilities Renovation; the project also requires a furniture, fixture and equipment (“FF&E”) package to include: shelving, desks, chairs, tables, and passenger seating. The FF&E package was bid separately from the construction project. A solicitation for sealed bids was advertised in the December 7, 2020 edition of the *Daily Herald Newspaper*. Three (3) sealed bids were received and opened at 2:30 p.m. on January 4, 2021. Bid results are as follows:

	Furniture	Henrickson Itasca, IL	Interiors for Business Batavia, IL	Thomas Interiors Bloomington, IL
SH-1	Heavy Duty Metal Shelving	\$2,139.89	\$2,060.10	\$1,764.72
WS-1	General Office Workstation	\$2,387.05	\$2,335.15	\$2,588.90
ST-1	General Office Task Chair	\$380.00	\$364.50	\$357.65
TA-1	General Office Standing Table	\$1,414.18	\$1,636.49	\$1,529.33
S-1	Hold Room Bench	\$9,740.22	\$9,198.94	\$9,026.08
TA-2	Interview Room Table	\$9,393.26	\$8,865.79	8,699.53
ST-1	Interview Room Task Chair	\$380.00	\$364.50	\$357.65
SG-1	Interview Room Guest Chair	\$1,464.14	\$1,214.48	\$1,191.66
CZ-1	Interview Credenza	\$4,668.72	\$4,334.35	\$4,252.91
TA-3	Search Room Table	\$5,534.15	\$5,939.15	\$6,116.32
SB-1	Tandem Seating (4 Seats)	\$9,131.90	\$7,320.28	\$7,182.74
SB-2	Tandem Seating (3 Seats)	\$13,120.56	\$11,144.24	\$11,088.85
	Total Installation Cost	\$2,716.67	\$7,910.85	\$7,715.72
	Total Lump Sum Bid FOB DPA	\$62,470.74	\$62,688.82	\$61,983.06

Upon evaluation of the bids, it is apparent that Thomas Interiors is the low, responsive and responsible bidder. Staff conducted a bid review with Thomas Interiors and confirmed full compliance with project specifications.

PREVIOUS COMMITTEE/BOARD ACTION:

January 24, 2018 Regular Board Meeting – the Board approved Preliminary Design Phase Task Order No. 10 with CH2M in an amount not-to-exceed \$37,374.97.

July 30, 2019 Regular Board Meeting – the Board approved Design Phase Task Order No. 25 with CH2M in an amount not-to-exceed \$149,629.29.

REVENUE OR FUNDING IMPLICATIONS:

2021 Capital Budget	\$1,993,558
FBG Corporation Construction Cost	(\$789,000)
Owner’s Contingency (7%)	(\$55,230)
CH2M Task Order No#40 Construction Phase Services Not-to-Exceed Fee	(\$134,767.84)
Thomas Interiors - CBP Furniture, Fixtures and Equipment	(\$61,983.06)
CBP Access Control & Surveillance Hardware - TBD	
Building Permit Fee - TBD	
	\$952,577.10
Previous Expenditures	
CH2M Task Order No#10 Preliminary Design Phase Services Not-to-Exceed Fee	FY 2018 (\$37,374.97)
CH2M Task Order No#25 Design Phase Services Bidding Plans and Specifications Not-to-Exceed Fee	FY 2019 and 2020 (\$149,629.29)

STAKEHOLDER PROCESS:

None.

LEGAL REVIEW:

Legal counsel has previously drafted the standard contract utilized for the procurement of these items.

ATTACHMENTS:

- Proposed Resolution 2021-2409; Award of Contract to Thomas Interiors for the Procurement of Furniture, Fixtures and Equipment: U.S. Customs and Border Protection General Aviation Facilities Renovation.
- 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 2021-2409; Award of Contract to Thomas Interiors for the Procurement of Furniture, Fixtures and Equipment: U.S. Customs and Border Protection General Aviation Facilities Renovation.

RESOLUTION 2021-2409

Award of Contract to Thomas Interiors for the Procurement of Furniture, Fixtures and Equipment: U.S. Customs and Border Protection General Aviation Facilities Renovation

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 furniture, fixtures and equipment (“FF&E”) for the U.S. Customs and Border Protection General Aviation Facilities Renovation; and

WHEREAS, the Authority received and reviewed three (3) sealed bids on January 4, 2021 for the FF&E; and

WHEREAS, it is apparent that Thomas Interiors is the low, responsive and responsible bidder at a total cost of \$61,983.06; and

WHEREAS, the Board of Commissioners of the Authority deem it to be in the best interests of the Authority to enter into a Purchase Order Contract with Thomas Interiors for the procurement of FF&E for the U.S. Customs and Border Protection General Aviation Facilities Renovation for a total cost of \$61,983.06 F.O.B. DuPage Airport; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles to execute said Purchase Order Contract with Thomas Interiors for the procurement of FF&E for the U.S. Customs and Border Protection General Aviation Facilities Renovation for a total cost of \$61,983.06 F.O.B. DuPage Airport 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 _____
Herbert A. Getz _____
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 January 2021.

(ATTEST)

SECRETARY

CHAIRMAN

**DUPAGE AIRPORT AUTHORITY
 CBP FFE PACKAGE
 SOLICITATION NO. 2020-1203**

STATEMENT OF POLITICAL CONTRIBUTIONS

Thomas Interiors

 (name of entity or individual)

476 Brighton Drive

 Bloomingdale, IL 60108

 (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."

12/8/20 _____ President
 (date) (signature) (title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Executive Director

RE: Proposed Resolution 2021-2410; Authorizing the Execution of a Cash Farm Lease with Donald and Beth Young

DATE: January 13, 2021

SUMMARY:

The Airport Authority currently leases approximately 463 acres of farm parcels to local farmers under cash farm leases. A comparison of 2020 and 2021 farm revenue is as follows:

Lessee	2020 Leased Acres	2020 Revenue	2021 Leased Acres	2021 Revenue
Donald and Beth Young	163 Acres @ \$293 Per Acre	\$47,759	163 Acres @ \$293 Per Acre	\$47,759
Dale Pitstick	184 Acres @ \$235 Per Acre	\$43,240	184 Acres @ \$235 Per Acre	\$43,240
Galusha Farm LLC	80 Acres @ \$175 Per Acre	\$14,000	91 Acres @ \$125 Per Acre	\$11,375
Jeff Laczynski	63 Acres @ \$125 Per Acre	\$7,825	25 Acres @ \$125 Per Acre	\$3,125
		\$112,824		\$105,499

The previous cash farm lease with Donald and Beth Young for soybean/corn crops located north of Route 64 expired on December 31, 2020. Staff has negotiated a new cash farm lease with Donald and Beth Young for a three (3) year term for 163 acres, rented at \$293 per acre (\$47,759 annual rent).

PREVIOUS COMMITTEE/BOARD ACTION:

None.

REVENUE OR FUNDING IMPLICATIONS:

The cash farm lease with Donald and Beth Young is for a three-year term commencing on January 1, 2021 with a rental rate of \$293 per acre (\$47,759 annual rent).

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal counsel has drafted the standard form Cash Farm Lease.

ATTACHMENTS:

- Proposed Resolution 2021-2410; Authorizing the Execution of a Cash Farm Lease with Donald and Beth Young.

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 2021-2410; Authorizing the Execution of a Cash Farm Lease with Donald and Beth Young.



Donald and Beth Young Leased Farm Parcels

RESOLUTION 2021-2410

Authorizing the Execution of a Cash Farm Lease with Donald and Beth Young

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 Donald and Beth Young as Tenant, have negotiated a Cash Farm Lease for approximately 163 acres; and

WHEREAS, annual rent of \$47,759 (\$293 per acre) shall be payable in two payments of one half the annual rent on March 15th and October 15th ; and

WHEREAS, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to lease approximately 163 acres of Authority owned farm parcels to Donald and Beth Young; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority be authorized to enter into a Cash Farm Lease with Donald and Beth Young for the term of January 1, 2021 through December 31, 2023, with a rental rate of \$293 per acre (\$47,759 annual rent), payable in two payments of one half the annual rent on March 15th and October 15th; and

FURTHER, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles to execute said Lease with Donald and Beth Young 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 _____
Herbert A. Getz _____
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 January 2021.

CHAIRMAN

(ATTEST)

SECRETARY



TO: Board of Commissioners

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

THROUGH: Mark Doles *MD*
Executive Director

RE: Proposed Resolution 2021-2411; Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski

DATE: January 13, 2021

SUMMARY:

The Airport Authority currently leases approximately 463 acres of farm parcels to local farmers under cash farm leases. A comparison of 2020 and 2021 farm revenue is as follows:

Lessee	2020 Leased Acres	2020 Revenue	2021 Leased Acres	2021 Revenue
Donald and Beth Young	163 Acres @ \$293 Per Acre	\$47,759	163 Acres @ \$293 Per Acre	\$47,759
Dale Pitstick	184 Acres @ \$235 Per Acre	\$43,240	184 Acres @ \$235 Per Acre	\$43,240
Galusha Farm LLC	80 Acres @ \$175 Per Acre	\$14,000	91 Acres @ \$125 Per Acre	\$11,375
Jeff Laczynski	63 Acres @ \$125 Per Acre	\$7,825	25 Acres @ \$125 Per Acre	\$3,125
		\$112,824		\$105,499

The previous cash farm lease with Jeff Laczynski for soybean/corn crops located in the DuPage Business Center expired on December 31, 2020. Staff has negotiated a new cash farm lease with Jeff Laczynski for a one (1) year term, subject to two (2) one (1) year extensions at the sole discretion of the Authority for 25 acres, rented at \$125 per acre (\$3,125 annual rent). Land previously farmed by Jeff Laczynski was greatly reduced due to land sales at the DuPage Business Center.

PREVIOUS COMMITTEE/BOARD ACTION:

None.

REVENUE OR FUNDING IMPLICATIONS:

The cash farm lease with Jeff Laczynski is for a one year term commencing on January 1, 2021 through December 31, 2021, subject to two (2) one (1) year extensions at the sole discretion of the Authority, with a rental rate of \$125 per acre (\$3,125 annual rent).

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal counsel has drafted the standard form Cash Farm Lease.

ATTACHMENTS:

- Proposed Resolution 2021-2411; Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski.

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 2021-2411; Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski.



Jeff Laczynski Leased Farm Parcels

RESOLUTION 2021-2411

Authorizing the Execution of a Cash Farm Lease with Jeff Laczynski

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 25 acres; and

WHEREAS, rent of \$3,125 (\$125 per acre) shall be payable annually commencing on March 15, 2021; and

WHEREAS, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to lease approximately 25 acres of Authority owned farm parcels 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 January 1, 2021 through December 31, 2021, subject to two (2) one (1) year extensions at the sole discretion of the Authority, with a rental rate of \$125 per acre (\$3,125 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, Mark Doles 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 _____
Herbert A. Getz _____
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 January 2021.


CHAIRMAN


(ATTEST)

SECRETARY



TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Executive Director

RE: Proposed Resolution 2021-2412; Authorizing the Execution of a Cash Farm Lease with Galusha Farm, LLC

DATE: January 13, 2021

SUMMARY:

The Airport Authority currently leases approximately 463 acres of farm parcels to local farmers under cash farm leases. A comparison of 2020 and 2021 farm revenue is as follows:

Lessee	2020 Leased Acres	2020 Revenue	2021 Leased Acres	2021 Revenue
Donald and Beth Young	163 Acres @ \$293 Per Acre	\$47,759	163 Acres @ \$293 Per Acre	\$47,759
Dale Pitstick	184 Acres @ \$235 Per Acre	\$43,240	184 Acres @ \$235 Per Acre	\$43,240
Galusha Farm LLC	80 Acres @ \$175 Per Acre	\$14,000	91 Acres @ \$125 Per Acre	\$11,375
Jeff Laczynski	63 Acres @ \$125 Per Acre	\$7,825	25 Acres @ \$125 Per Acre	\$3,125
		\$112,824		\$105,499

The previous cash farm lease with Galusha Farm LLC for alfalfa crops located in the DuPage Business Center expired on December 31, 2020. Staff has negotiated a new cash farm lease with Galusha Farm LLC for a one (1) year term, subject to two (2) one (1) year extensions at the sole discretion of the Authority for 91 acres, rented at \$125 per acre (\$11,375 annual rent). It is anticipated that the farmer will be required to re-seed the majority of the leased parcels at his own expense since the hay crop was planted more than 10 years ago and is not producing the desired crop yield.

PREVIOUS COMMITTEE/BOARD ACTION:

None.

REVENUE OR FUNDING IMPLICATIONS:

The cash farm lease with Galusha Farm, LLC is for a one year term commencing on January 1, 2021 through December 31, 2021, subject to two (2) one (1) year extensions at the sole discretion of the Authority, with a rental rate of \$125 per acre (\$11,375 annual rent).

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal counsel has drafted the standard form Cash Farm Lease.

ATTACHMENTS:

- Proposed Resolution 2021-2412; Authorizing the Execution of a Cash Farm Lease with Galusha Farm, LLC.

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 2021-2412; Authorizing the Execution of a Cash Farm Lease with Galusha Farm, LLC.



Galusha Farm LLC Leased Farm Parcels

RESOLUTION 2021-2412

Authorizing the Execution of a Cash Farm Lease with Galusha Farm, LLC

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 Galusha Farm, LLC, as Tenant, have negotiated a Cash Farm Lease for approximately 91 acres; and

WHEREAS, rent of \$11,375 (\$125 per acre) shall be payable annually commencing on March 15, 2021; and

WHEREAS, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to lease approximately 91 acres of Authority owned farm parcels to Galusha Farm, LLC; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority be authorized to enter into a Cash Farm Lease with Galusha Farm, LLC for the term of January 1, 2021 through December 31, 2021, subject to two (2) one (1) year extensions at the sole discretion of the Authority, with a rental rate of \$125 per acre (\$11,375 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, Mark Doles to execute said Lease with Galusha Farm, LLC 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 _____
Herbert A. Getz _____
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 January 2021.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2021-2413

Ratification of Service Order No. 10 with Aptim Environmental & Infrastructure, LLC for Environmental Services Related to Underground Storage Tank Removal and Reporting on the Pheasant Run Property

WHEREAS, the DuPage Airport Authority, an Illinois Special District (“Authority”), previously selected Aptim Environmental & Infrastructure, LLC (“Aptim”), previously known as CB&I Environmental & Infrastructure, Inc., to provide environmental services pursuant to the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq.; and

WHEREAS, the Authority needed to remove two underground storage tank (the “UST’s”) on the Pheasant Run property and obtain an No Further Remediation Letter from the IEPA (collectively the “Project”) pursuant to a Vacant Land Sales Agreement that it previously entered into with McGrath Motors, Inc. (the “McGrath Contract”); and

WHEREAS, due to the need to have the UST’s removed in a timely manner pursuant to the McGrath Contract and before the winter weather significantly delayed the removal of the UST’s, Executive Director Doles executed Service Order No. 10 with Aptim, attached hereto as Exhibit A, in an amount not to exceed \$30,080; and

WHEREAS, the Project was completed at a cost of \$17,357.88; and

WHEREAS, the Authority finds that the cost to provide said services is reasonable, and the Board of Commissioners of the Authority deem it to be in the best interest of the Authority to ratify Executive Director Doles execution of Service Order No. 10.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby ratify the Executive Director, Mark Doles execution of Service Order No. 10 with Aptim Environmental & Infrastructure, LLC, attached hereto as Exhibit A, authorize Executive Director Doles to take whatever steps necessary to effectuate the terms of said Agreement on behalf of the Authority.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
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 January 2021.

CHAIRMAN


(ATTEST)

SECRETARY

RESOLUTION 2021-2413



TO: Board of Commissioners

FROM: Mark Doles 
Executive Director

RE: Authorization of Proposed Resolution 2021-2414; Authorizing the Execution of a Task Order #39 with CH2M, Inc. for the Project: DuPage Airport Authority Land Release for Parcels 58-66

DATE: January 13, 2021

SUMMARY:

This proposed Task Order #39 will facilitate the release by the Federal Aviation Administration to allow the Authority to divest part of the property commonly known as the "Pheasant Run Driving Range" parcel. This is required due to the fact the Authority currently is under contract for the possible disposition of the Pheasant Run golf course parcel(s) and has identified the driving range area as no longer required for aviation use. The potential buyer of the main Pheasant Run golf course parcel has indicated they are interested in additional property.

An initial review of the driving range parcel has identified approximately 10 acres of the total parcel(s) that could be divested while still protecting the airfield and retaining aviation easements. Figure 1, on page 1, of the attached Task Order depicts the proposed subject of the land release as a hatched area east of the main Pheasant Run golf course parcel.

This Task Order will provide for the preparation of a request for land release from the FAA and a companion Categorical Exclusion (CATEX) environmental document required by the FAA. Subtasks to accomplish this work will include:

- Environmental Documentation and Agency Coordination with the FAA and Illinois Division of Aeronautics
- Resource Studies
- Survey and Legal Descriptions
- Land Release Request and Application

Staff is requesting authorization for the Executive Director to execute this Task Order with CH2M in an amount not-to-exceed \$49,872.00.

PREVIOUS COMMITTEE/BOARD ACTION:

Not applicable.

REVENUE OR FUNDING IMPLICATIONS:

Land sales proceeds will fund these costs.

STAKEHOLDER PROCESS:

Not applicable.

LEGAL REVIEW:

Legal counsel has previously reviewed the Master Agreement to which this Task Order #39 with CH2M will apply.

ATTACHMENTS:

- Proposed Resolution 2021-2414; Authorizing the Execution of a Task Order #39 with CH2M, Inc. for the Project: DuPage Airport Authority Land Release for Parcels 58-66
- Proposed Task Order #39

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 2021-2414; Authorizing the Execution of a Task Order #39 with CH2M, Inc. for the Project: DuPage Airport Authority Land Release for Parcels 58-66, at the January 20, 2021 Board meeting.

RESOLUTION 2021-2414

Authorizing the Execution of Task Order No. 39 with CH2M for the Project: DuPage Airport Authority Land Release for Parcels 58-66

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

WHEREAS, the Authority expects to pursue the accomplishment of a project described as DuPage Airport Authority Land Release for Parcels 58-66 (the "Project"); and

WHEREAS, the Authority has previously entered a Contract with CH2M for work at the DuPage Airport and is in receipt of Task Order No. 39 from CH2M for documentation and coordination on the Project for a total not-to-exceed amount of \$49,872.00; and

WHEREAS, the Authority finds that the cost to provide said services is reasonable and deems it to be in the best interest of the Authority to enter into Task Order No. 39 with CH2M for documentation and coordination services; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles to execute Task Order No. 39 with CH2M for a total not-to-exceed amount of \$49,872.00 and to take whatever steps necessary to effectuate the terms of said Task Order on behalf of the Authority.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
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 January 2021.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2021-2414

Authorization - Task Order 39

This Task Order is issued pursuant to the Standard Master Agreement for Professional Services dated: June 17, 2016

On-Call Engineering Consultant Capital Program Management

Task Order 39

2020 Land Release for Parcels 58-66

Specific Services: As delineated with Attachment A – Detailed Scope of Services

Compensation Provisions: Compensation is based on cost reimbursable terms in accordance with the direct labor rates, indirect overhead rate and percent fixed fee delineated within Attachment A.

Work Schedule: Work under this Task Order shall be completed in accordance with the scheduled described within Attachment A and this Task Order shall terminate following completion and final payment for the work, from the notice to proceed to June 1, 2021, unless extended with an authorized change order.

The Authorized Representatives designated below are authorized to act with respect to the Task Order. Communications between the parties shall be between parties and their consultants or subcontractors shall be through the Authorized Representatives.

DuPage Airport Authority
Client
Mark Doles, Executive Director
Name
2700 International Drive West Chicago, IL 60185
Address
630-208-6190
Phone

CH2M HILL, Inc.
Consultant
Michael Vonic, P.E.
Name
8735 W. Higgins Rd., Suite 400 Chicago, IL 60631
Address
312-972-1680
Phone

This Task Order 39 is effective: _____

Accepted for Client - DuPage Airport Authority
Signature
Mark Doles
Name
Executive Director
Title

Accepted for CH2M HILL, Inc.
Signature
Michael Vonic, P.E.
Name
Client Service Manager
Title

DUPAGE AIRPORT

Task Order 39, 2020 Land Release for Parcels 58-66

CH2M HILL, Inc., 11/6/2020

Project Overview

The proposed action includes the release of lands which is presently developed as golf driving range to be sold for redevelopment as parking and associated mechanical facilities for an adjacent development. The release would consist of parts of 7 parcels (Parcels 58-66) as identified in Figure 1. The property is roughly bordered by IL Rte 64 on the north, Pheasant Run Golf Course on the west, the DuPage Airport on the south, and Kress Road to the east. The proposed land has not been used at any point for aeronautical purposes, is not required for present or future aeronautical purposes. The revenue generated from the lease or sale of the land would support airport operations and aviation-related development.

This scope assumes that a Categorical Exclusion (CATEX) environmental document will be prepared to assess potential environmental effects of the proposed action based on the existing site conditions and proposed use of the land. If it is determined that an Environmental Assessment is required, the scope for the task will need to be amended.



Figure 1

Project Team

CH2M Hill (CH2M) will be responsible for all tasks identified in the scope excluding field survey, completion of the Plats of Survey and Parcel Descriptions, which will be completed by a subconsultant.

SUBCONSULTANTS: Sanchez and Associates will complete the field survey, completion of the Plats of Survey and Parcel Descriptions.

Scope of Services

This task provides for the preparation of a request for land release to the FAA and a companion CATEX document for proposed land conversion of a portion of the golf course driving range property, as described in the following subtasks:

- 1 Environmental Documentation & Agency Coordination
- 2 Resource Studies
- 4 Survey and Legal Descriptions
- 5 Land Release Request/Application

Environmental Documentation

Categorical Exclusion (CATEX)

NEPA products produced under this scope will be consistent with FAA guidance/regulations and applicable State of Illinois and DuPage County policy/procedures. Although other outcomes are not precluded, for purposes of defining the work to be completed for this scope of services, it is assumed that a Categorical Exclusion (not an environmental assessment (EA) or condensed EA) level of effort will be completed.

CH2M will prepare a preliminary draft of the CATEX for DuPage Airport Authority (DAA) and IDOT Division of Aeronautics (IDA)/Federal Aviation Administration (FAA) review. When all comments have been resolved, CH2M will prepare the signature copy for approval and circulation or presentation to the public.

Deliverables:

- Review draft of the CATEX, electronic submittal
- Signed version of the CATEX, electronic submittal

Resource Studies

Coordination with IDA and FAA

CH2M will coordinate with IDA and FAA to confirm that preparation of a CATEX is the appropriate document type for the project. This will involve preparation of a memo that explains the project and cites the appropriate FAA regulations guiding the conclusion that a CATEX is the appropriate document for this project.

Deliverable:

- Memo or email documenting the proposal for submittal/coordination with IDOT Division of Aeronautics.

Environmental Survey Request (ESR) and USFWS IPaC Submittals

CH2M will prepare and submit the electronic ESR Form to IDOT for their review for biological, cultural, and hazardous waste review, and incorporate findings into the CATEX document.

CH2M will complete the USFWS Information, Planning and Consultation System (IPaC) submittal for threatened and endangered resource review.

Deliverable:

- Electronic submittals. Findings will be incorporated in the CATEX.

Environmental Resources

CH2M will qualitatively evaluate impacts on the following environmental resources, for inclusion in the CATEX document:

- Air quality. This analysis is expected to be related to air quality impacts associated the construction.
- Noise. This will be addressed qualitatively. Any sensitive receptors will be identified, and potential mitigation measures to be employed during building construction will be noted, if necessary. No noise modeling is expected.
- Socioeconomic resources. Conformity of the proposed action with land use plans, economic development impact and environmental justice will all be assessed.
- Indirect and cumulative effects will be considered.
- Surface water resources, wetlands, and floodplains. CH2M will use existing water resource information to identify and assess potential impacts to surface water resources. Review of the National Wetland Inventory (NWI) and FEMA floodplain mapping indicates that there are no wetlands or floodplains in the proposed land release area. No fieldwork is included.

Deliverable:

- Text for inclusion in the CATEX; no separate deliverable expected.

Survey and Legal Descriptions

CH2M will utilize information prepared by Sanchez and Associates (whose scope includes performing property survey, Plat of Survey and Legal Descriptions) for preparing the Land Release Application (see task below).

Deliverable:

- Plats of Survey for overall site
- Legal Descriptions for overall site including easements

Land Release Request/Application

CH2M will prepare a land release request for submittal to the FAA. The land release request will be a short report with all supporting exhibits and documentation to justify the land release, including use information, impacts associated by land conversion, property obligations, fair market value data, and other information as required in FAA Order 5190.6B.

As part of this process CH2M will prepare form FAA 7460-1 Notice of Proposed Construction or Alternation and airspace analysis on the proposed development. Update to the Airport Layout (ALP) and Exhibit A to reflect changes associated with land release are anticipated to be completed by the DAA planning consultant and are not included in this scope.

The land release request will be drafted in two stages: a review draft, and a signature copy. CH2M will prepare a review draft of the land release request, for review by DAA, IDA and FAA. This submittal will include copies of all exhibits referenced in the document.

When all comments and questions submitted by DAA, IDA and FAA staff have been resolved, CH2M will prepare the signature copy for approval and circulation or presentation to the public.

Deliverables:

- Review draft of the land release request, electronic submittal
- Signature copy of the land release request, electronic submittal

Land Release Request/Application

Project administration and coordination services will include the following:

- Preparation and maintenance of a project schedule
- Providing regular progress reports
- Periodic coordination meetings with DAA to review progress and identify administrative changes, if appropriate
- Coordination with ongoing studies and other consultants

Schedule

A reasonable timetable for tasks acceptable to DAA will be established in coordination with DAA staff after notice to proceed is given.

Assumptions

1. A Categorical Exclusion (not an environmental assessment (EA) or condensed EA) level of effort will be completed.
2. Update to the Airport Layout (ALP) and Exhibit A to reflect changes associated with land release are anticipated to be completed by the DAA planning consultant and are not included in this scope.

3. Surveyor will be provided access to the parcels for survey during normal business hours for completion of the field survey.
4. Deliverables requiring DAA, IDA and FAA review are assumed to have reviews completed concurrently with all comments being incorporated at one time. One review cycle assumed for estimating.
5. Deliverables will be in electronic format. No hard copies are anticipated.


Compensation

CH2M has prepared this proposal with the understanding that the services enumerated in this Task Order #39 scope of work and the attached Exhibit II, "Cost Breakdown" estimate, CH2M HILL INC. will be compensated for its actual cost, \$45,911.79 plus a fixed fee (identified as Profit in the Cost Breakdown) of \$3,960.21 for a total Not-to-Exceed (N.T.E.) contract authorized amount of \$49,872.00.

EXHIBIT II, Task Order #39
DuPage Airport Authority
COST BREAKDOWN

NAME OF FIRM			
CH2M			
PROJECT NUMBER(S) AND DESCRIPTION			DATE
Task Order #39, 2020 Land Release for Parcels 58-66			November 6, 2020
I. DIRECT COSTS			
Work Classification	No. Hours	Rate / Hour	Total
1 Principal	0	\$ 75.00	\$ -
2 Senior Project Manager	26	\$ 75.00	\$ 1,950.00
3 Project Manager	0	\$ 75.00	\$ -
4 Project Engineer	0	\$ 71.12	\$ -
5 Senior Civil Engineer	0	\$ 69.88	\$ -
6 Senior Electrical Engineer	0	\$ 69.07	\$ -
7 Senior Structural Engineer	0	\$ 75.00	\$ -
8 Senior Mechanical Engineer	0	\$ 75.00	\$ -
9 Senior Planner	101	\$ 75.00	\$ 7,575.00
10 Resident Engineer	0	\$ 68.42	\$ -
11 Technical Specialist	4	\$ 75.00	\$ 300.00
12 Architect	0	\$ 59.89	\$ -
13 Civil Engineer	56	\$ 53.35	\$ 2,987.60
14 Structural Engineer	0	\$ 60.02	\$ -
15 Construction Engineer	0	\$ 55.39	\$ -
16 Electrical Engineer	0	\$ 47.05	\$ -
17 Mechanical Engineer	0	\$ 43.08	\$ -
18 Planner	0	\$ 46.62	\$ -
19 Staff Engineer	0	\$ 38.32	\$ -
20 Material Coordinator	0	\$ 48.60	\$ -
21 Quality Control	0	\$ 43.00	\$ -
22 Senior CADD Technician	10	\$ 56.77	\$ 567.70
23 CADD Technician	0	\$ 35.89	\$ -
24 Field Inspector	0	\$ 38.40	\$ -
25 Project Controls	0	\$ 56.66	\$ -
26 Admin Staff	10	\$ 31.60	\$ 316.00
Total Labor Hours	207		
TOTAL OF SECTION I			\$ 13,696.30
II. IN-HOUSE REPRODUCTION COSTS			\$ -
III. MATERIALS AND SUPPLIES (Not included in G&A Costs)			\$ -
IV. INDIRECT COSTS (Furnish details)			
1. Overhead on Direct Labor - Percentage	99.410%		\$ 13,615.49
2. General and Administrative Costs (% Direct Labor)	0.00%		\$ -
A. Profit - % of All above Direct and Indirect Costs	14.50%		\$ 3,960.21
TOTAL OF SECTION IV			\$ 17,575.70
V. TOTAL OF SECTIONS I, II, III AND IV			\$ 31,272.00
VI. REIMBURSABLE ITEMS			
1. Sanchez and Associates (Survey)			\$ 18,250.00
1. Travel & Miscellaneous			\$ 350.00
TOTAL OF SECTION VI			\$ 18,600.00
VII. PROPOSAL (TOTAL OF SECTIONS V AND VI)			\$ 49,872.00
REMARKS (Identify by Section and Item Number, if applicable, if additional space is required, use separate blank sheet of paper.)			
Labor rates are based on contract classification rates.			
Labor hours are estimated, not to be construed as maximum or minimum for any given labor category.			
The proposed total represents a not to exceed amount.			

TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Executive Director

RE: Proposed Resolution 2021-2415; Authorizing the Execution of a Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Replacement of Homerun Ductbank

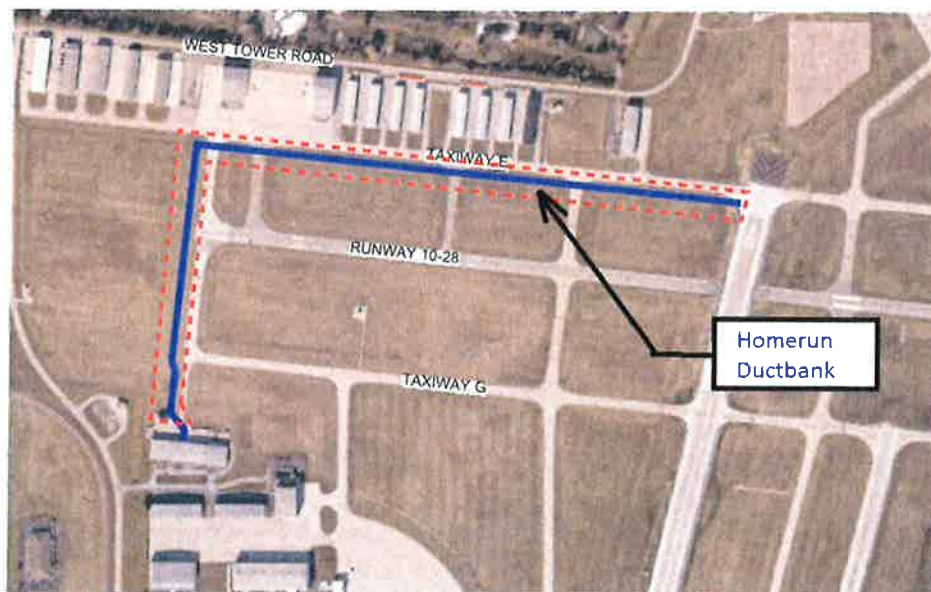
DATE: January 13, 2021

SUMMARY:

The Illinois Department of Transportation, Division of Aeronautics (“IDA”) and the DuPage Airport Authority desire sponsoring a project known as: Replacement of Homerun Ductbank.

The Airport Authority previously requested CH2M to assess the airfield electrical infrastructure and to provide recommendations for required capital improvements. During the assessment, it was discovered that one of the airports homerun ductbanks and related junction structures that serve airfield lighting were in poor condition and require replacement.

The project consists of replacing the existing ductbank with approximately 3,400’ of 6-way 2” PVC concrete encased ductbank to main circuits for the north airfield and the installation of 10 handholes.



The proposed \$1,582,000 project has been programmed by IDA with 95% Federal and State funding. 175

The Authority previously selected CH2M for providing engineering services related to this project. Staff is in receipt of a Design Phase Engineering Services Agreement from CH2M to develop plans and specifications for this Project for a total not-to-exceed amount of \$81,787.90. It is anticipated that the Authority will receive 95% reimbursement from Federal and State funding to complete the design.

PREVIOUS COMMITTEE/BOARD ACTION:

None

REVENUE OR FUNDING IMPLICATIONS:

Total Anticipated Project Cost	Federal Share	State Share	DAA Local Share
\$1,582,000	\$1,423,800	\$79,100	\$79,100

The cost to develop plans and specifications for this Project is a total not-to-exceed amount of \$81,787.90. It is anticipated that the Authority will receive 95% reimbursement from Federal and State funding to complete the design.

STAKEHOLDER PROCESS:

None.

LEGAL REVIEW:

Legal counsel has previously reviewed the State of Illinois Department of Transportation, Division of Aeronautics Standard Agreement for Consultant Services at Illinois Airports for A/E, Planning and Special Services.

ATTACHMENTS:

- Proposed Resolution 2021-2415; Authorizing the Execution of a Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Replacement of Homerun Ductbank.

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 2021-2415; Authorizing the Execution of a Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Replacement of Homerun Ductbank.

RESOLUTION 2021-2415

Authorizing the Execution of a Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Replacement of Homerun Ductbank

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

WHEREAS, the Authority expects to pursue the accomplishment of an Airport Improvement Program project described as Replacement of Homerun Ductbank (the "Project"); and

WHEREAS, the Authority has applied for State assistance in procuring Federal and/or State funds to accomplish the Project; and

WHEREAS, the Authority is in receipt of a Design Phase Engineering Services Agreement from CH2M to develop plans and specifications for the Project for a total not-to-exceed amount of \$81,787.90; and

WHEREAS, the Authority anticipates receiving 95% reimbursement from Federal and/or State funds to accomplish said design; and

WHEREAS, the Authority finds that the cost to provide said services is reasonable, and the Board of Commissioners of the Authority deem it to be in the best interest of the Authority to enter into a Design Phase Engineering Services Agreement with CH2M; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles to execute a Design Phase Engineering Services Agreement with CH2M for a total not-to-exceed amount of \$81,787.90 and to take whatever steps necessary to effectuate the terms of said Agreement on behalf of the Authority.

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

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Herbert A. Getz
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 January 2021.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2021-2415

RESOLUTION 2021-2416

**Authorizing the Execution of the Third Extension to Exclusive Listing Agreement with
NAI Hiffman for DuPage Business Center Real Estate Brokerage 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, in 2017, the Authority solicited proposals from real estate brokers for the disposition of land for nonresidential uses at the DuPage Business Center; and

WHEREAS, after a Request for Proposals and interview process in 2017, the Authority entered into an Exclusive Listing Agreement with NAI Hiffman to provide real estate brokerage services at the DuPage Business Center; and

WHEREAS, NAI Hiffman has done a superior job marketing the DuPage Business Center for the last three plus years, as can be seen by the success of the DuPage Business Center over that time period; and

WHEREAS, in 2020, the Authority went through the Request for Proposal process and interviewed real estate brokerage firms, including NAI Hiffman, for a different development project at the Pheasant Run property owned by the Authority; and

WHEREAS, the Authority has determined that maintaining NAI Hiffman as its real estate broker at the DuPage Business Center would provide necessary continuity and be the best and most advantageous real estate brokerage firm to represent the interests of the Authority in the DuPage Business Center for the next two years; and

WHEREAS, given the track record of NAI Hiffman in the DuPage Business Center and the knowledge gained from the 2020 Request for Proposals related to real estate brokerage services, the Board of Commissioners find that to proceed with another Request for Proposal process at this time would not be beneficial to the Authority; and

WHEREAS, the Board of Commissioners desires to enter into the Third Extension to Exclusive Listing Agreement with NAI Hiffman to provide real estate brokerage services at the DuPage Business Center attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, that due to the time-consuming and costly nature of the Request for Proposal process, the Board of Commissioners hereby waives the procurement process set forth in Section 6-19 of the DuPage Airport Authority Code for this Third Extension to Exclusive Listing Agreement; and

FURTHER, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles, to execute said Third Extension to Exclusive Listing Agreement with NAI Hiffman, attached hereto as Exhibit A, 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 _____
Herbert A. Getz _____
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 January, 2020.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2021-2416

RESOLUTION 2021-2417
APPROVING THE EXECUTION OF A VACANT LAND SALES AGREEMENT
WITH MIDWEST INDUSTRIAL FUNDS, INC.

WHEREAS, the DuPage Airport Authority (the "Authority") owns a certain 23.75 acre parcel of real property at the southeast corner of Route 38 and Technology Boulevard (the "Subject Property") in fee simple interest; and

WHEREAS, on November 15, 2017, the Authority declared certain real estate in the DuPage Business Center, including the Subject Property, to be surplus and authorized the publication of a Notice for Public Sale to the general public for the sale of the Subject Property and other real estate in the DuPage Business Center; and

WHEREAS, on November 30, 2017, the Authority offered certain real estate in the DuPage Business Center, including the Subject Property, for sale to the general public by publishing said offer in the Daily Herald and asking for written offers to be received by the Executive Director of the Authority; and

WHEREAS, Midwest Industrial Funds, Inc. ("Midwest") has offered to purchase the Subject Property for the sum of \$4.15 per square foot subject to the terms contained in the published Notice of Public Sale; and

WHEREAS, the Authority deems it in the best interests of the Authority and the general public to enter into the Vacant Land Purchase Agreement attached hereto as Exhibit A with Midwest.

NOW, THEREFORE, BE IT RESOLVED, THAT: the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director to execute the Vacant Land Purchase Agreement with Midwest Industrial Funds, Inc., attached hereto and made a part hereof as Exhibit A, and take whatever steps necessary to effectuate the terms of this Vacant Land Purchase Agreement on behalf of the Authority.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
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 January, 2021.

CHAIRMAN

SECRETARY

EXHIBIT A
VACANT LAND PURCHASE AGREEMENT

ORDINANCE 2021-350

APPROVING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF WEST CHICAGO, WEST CHICAGO LIBRARY DISTRICT, WEST CHICAGO FIRE PROTECTION DISTRICT, WEST CHICAGO ELEMENTARY DISTRICT 33, COMMUNITY HIGH SCHOOL DISTRICT 94 AND INNOVATION PARTNERS, LLC AND SCANNELL PROPERTIES #371, LLC IN REGARD TO A PROPERTY TAX ABATEMENT RELATIVE TO THE DEVELOPMENT OF THE MIDWEST PROPERTY

WHEREAS, the DuPage Airport Authority (the “Authority”) sold a certain 21.14-acre parcel of real property (the “Subject Property”) in fee simple interest to Scannell Properties #371, LLC (“Scannell”); and

WHEREAS, in order to induce Scannell to develop the Subject Property, the City of West Chicago, the Authority, the West Chicago Library District, the West Chicago Fire Protection District, the West Chicago Elementary District 33 and the Community High School District 94 (collectively the “Units of Local Government”) agree to provide Scannell with a partial real estate tax abatement in regard to certain of the real estate taxes assessed by the Units of Local Government against the Subject Property pursuant to 35 ILCS 200/18-165; and

WHEREAS, the Authority deems it in the best interests of the Authority and the general public to enter into the Intergovernmental Agreement attached hereto as Exhibit A with Scannell and the other Units of Local Government to provide a partial real estate tax abatement in regard to certain of the real estate taxes assessed by the Units of Local Government against the Subject Property, subject to certain conditions as set forth in the Intergovernmental Agreement.

NOW, THEREFORE, BE IT ORDAINED THAT: the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director to execute the Intergovernmental Agreement with Scannell Properties #371, LLC, the City of West Chicago, the West Chicago Library District, the West Chicago Fire Protection District, the West Chicago Elementary District 33 and the Community High School District 94 in the form attached hereto and made a part hereof as Exhibit A, and take whatever steps necessary to effectuate the terms of this Intergovernmental Agreement on behalf of the Authority.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
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 January, 2021.

CHAIRMAN

SECRETARY

EXHIBIT A
INTERGOVERNMENTAL AGREEMENT

ORDINANCE 2021-351
ORDINANCE PROVIDING FOR REAL ESTATE TAX ABATEMENT
RELATED TO SCANNELL PROPERTIES #371, LLC

WHEREAS, the Illinois Property Tax Code, 35 ILCS 200/18-165, authorizes any taxing district to abate its taxes in relation to a specific property; and

WHEREAS, in “An Intergovernmental Agreement Between the City of West Chicago, DuPage Airport Authority, West Chicago Library District, West Chicago Fire Protection District, West Chicago Elementary School District 33, Community High School District 94 and Scannell Properties #371, LLC in Regard to a Property Tax Abatement Relative to the Development of the Subject Property,” (“IGA”), the Board of Commissioners of the DuPage Airport Authority previously determined it to be in its best interests to abate a portion of its taxes on the real estate legally described in Exhibit 1, attached hereto and made a part hereof (“Subject Property”), in order to encourage a commercial firm to redevelop the Subject Property; and

WHEREAS, the conditions of the IGA for the abatement of a portion of the taxes on the Subject Property have been met; and

WHEREAS, in the IGA, this Board of Commissioners previously determined such abatement of taxes to be in the best interests of its tax payers in order to encourage a commercial firm to redevelop the Subject Property, increase the tax base, and increase employment opportunities; and

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

Section 1. The Board of Commissioners of the DuPage Airport Authority hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does now incorporate the same herein by reference.

Section 2. The County Clerk of DuPage County, Illinois is hereby ordered to abate the real estate taxes to be extended on the Subject Property, on behalf of the DuPage Airport Authority according to the rate set forth in Section 3 below, but excluding any levy or levies for debt service (“Abatement Rate”), commencing at the start of the next calendar year after the year in which this Ordinance is passed. However, in no event shall the aggregate abatement of real estate taxes levied against the Subject Property by the DuPage Airport Authority, together with real estate taxes levied against the Subject Property and abated in previous and future years by all other taxing districts, exceed the total of Four Million and No/100 Dollars (\$4,000,000.00).

Section 3. The Abatement Rate shall be Fifty Percent (50%) of the real estate taxes to be extended on the Subject Property on behalf of the DuPage Airport Authority.

Section 4. The Chairman and Secretary of the DuPage Airport Authority are hereby authorized and directed to execute this Ordinance and cause a certified copy of the same to be filed with the County Clerk of DuPage County, Illinois.

Section 5. This Ordinance shall be in full force and effect upon its adoption and publication.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
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 January, 2021.

Chairman

ATTEST:


Secretary

ORDINANCE 2021-351

EXHIBIT 1



TO: Board of Commissioners

FROM: Mark Doles 
Executive Director

RE: Authorization of Proposed Resolution 2021-2421, Authorizing the Execution of an Easement Amendment with the Commonwealth Edison Company

DATE: January 14, 2021

SUMMARY:

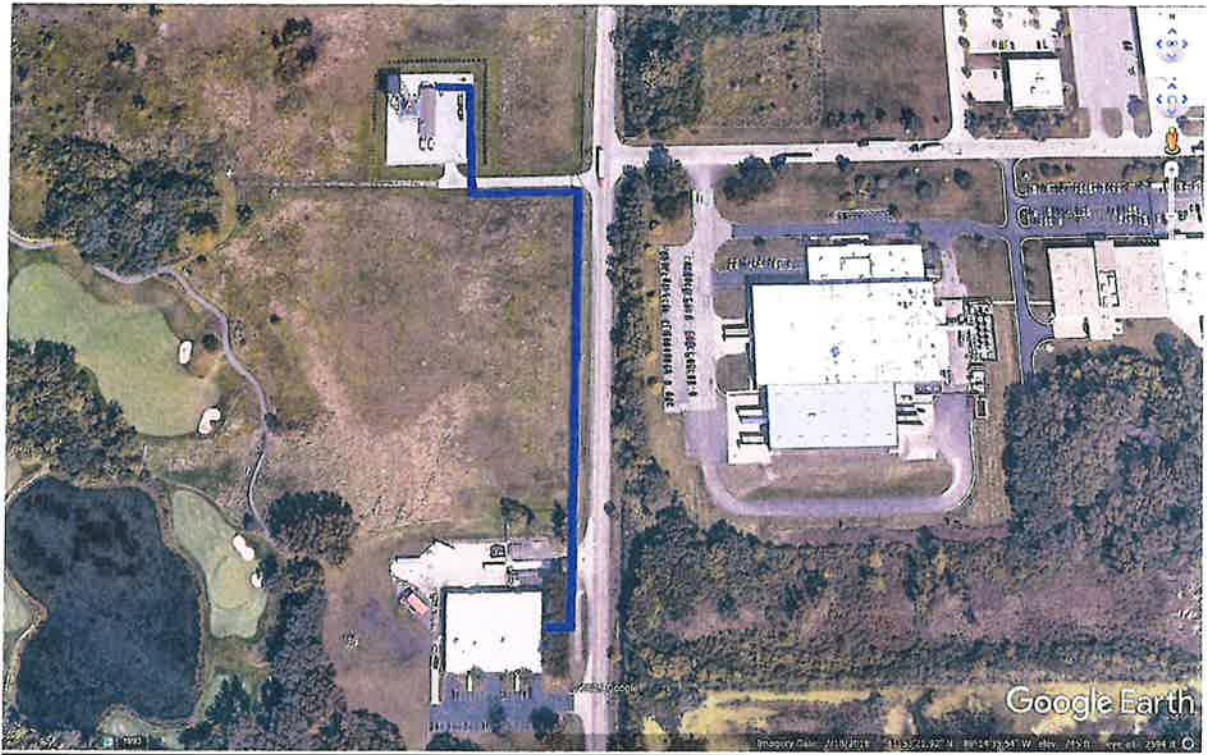
This is a request to approve an Easement Amendment with the Commonwealth Edison Company (“ComEd”) for electric service to both 320 and 440 Kress Road properties on the southeast side of the Airport.

A minor utility conflict was discovered that resulted in a request by ComEd to modify the approved easement to remove this conflict.

DuPage Airport Authority (“DAA”) staff and legal counsel previously worked with ComEd and the Federal Aviation Administration (“FAA”) to facilitate a new underground service to both a building located at 320 Kress Road (owned by the DAA and operated under an agreement with the West Chicago Fire Protection District (“WCFPD”) and 440 Kress Road, the site of the FAA’s ASR-9 Radar site. This new underground service, at no cost to the DAA, provides redundancy to the power provided to these two sites. This redundancy is especially important as the radar site not only provides service to DuPage, but both O’Hare and Midway as well.

Pictures depicting the proposed Easement, and its location are on the next page. The first picture shows a more detailed depiction linking the 320 Kress Road building to the south with the Radar Site to the north. The second picture shows the area in relation to both the Airport and Prairie Landing.

Exhibits depicting the easement change per the Amendment are attached to this memo and are highlighted in red.



PREVIOUS COMMITTEE/BOARD ACTION:

May 20, 2020

Board approved Resolution 2020-2355, Authorizing the Execution of an Easement Agreement with the Commonwealth Edison Company

REVENUE OR FUNDING IMPLICATIONS:

No impact identified.

STAKEHOLDER PROCESS:

Both the FAA and WCFPD supported the original Easement.

LEGAL REVIEW:

Authority Legal Counsel drafted the Easement Amendment and worked directly with ComEd on this issue.

ATTACHMENTS:

- Memo from Atty. Garner
- Exhibits depicting the change to the Easement (shown in red)
- Proposed Resolution 2021-2421, Authorizing the Execution of an Easement Amendment with the Commonwealth Edison Company
- Proposed Easement Amendment with ComEd

ALTERNATIVES:

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

RECOMMENDATION:

It is the recommendation of the Executive Director and staff that the Board approves Resolution 2021-2421, Authorizing the Execution of an Easement Amendment with the Commonwealth Edison Company, at the January 20th Board meeting.

RESOLUTION 2021-2421

AUTHORIZING THE EXECUTION OF AN EASEMENT AMENDMENT WITH THE COMMONWEALTH EDISON COMPANY

WHEREAS, the DuPage Airport Authority (the "Authority") owns certain real estate adjacent to Kress Road;

WHEREAS, On May 20, 2020, the Authority granted an easement to Commonwealth Edison Company ("ComEd") over DAA property near Kress Road to increase reliability of service in the area (the "Easement")

WHEREAS, ComEd has requested a modification of the easement area; and

WHEREAS, the Authority deems it in its best interest of the Authority and the general public to amend the Easement to grant ComEd additional easement area, as set forth in the attached Exhibit A;

NOW, THEREFORE, BE IT RESOLVED, that the Board Commissioners of the Authority hereby authorizes the Executive Director of the Authority to execute an Easement Amendment with Commonwealth Edison Company, attached hereto as Exhibit A, and take whatever steps necessary to effectuate the terms of said Easement Amendment.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
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 January, 2021.

CHAIRMAN

ATTEST:

SECRETARY

RESOLUTION 2021-2421

RESOLUTION 2021-2418

Ratifying the Executive Director's Execution of a Settlement Agreement Regarding Prairie Landing Tax Appeal Litigation

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, in October 2019, the Property Tax Appeal Board ("PTAB") issued its decision granting open space value to the Prairie Landing Golf Course Maintenance Building property and denying open space value for the Clubhouse property; and

WHEREAS, the Authority appealed PTAB's decision denying open space value for the Clubhouse building property to the Illinois Appellate Court; and

WHEREAS, the Authority and the DuPage Board of Review have reached a settlement in the litigation which will, *inter alia*, result in a refund to the Authority of \$43,000.00, the application of open space value to the Maintenance Building property and Clubhouse property in 2019 and 2020, and will facilitate the application of open space value to each property in the future; and

WHEREAS, the Board of Commissioners was previously made aware of the proposed terms of the Settlement Agreement and voiced no objection; and

WHEREAS, due to timing issues at the DuPage Board of Review, the Executive Director, Mark Doles, needed to execute the Settlement Agreement, attached hereto as Exhibit A, prior to the Board's January 2021 meeting; and

WHEREAS, the Authority finds that the Settlement Agreement is reasonable and deems it to be in the best interest of the Authority to ratify the Executive Director's execution of the Settlement Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby ratifies the Executive Director's execution of the Settlement Agreement, attached hereto as Exhibit A, between the Authority and the DuPage Board of Review and authorizes the Executive Director to take whatever steps necessary to effectuate the terms of said Settlement Agreement on behalf of the Authority.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
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 January, 2021.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2021-2418

RESOLUTION 2021-2420
APPROVING THE EXECUTION OF A VACANT LAND PURCHASE AGREEMENT
WITH DISCOVERY DRIVE INVESTORS II, LLC

WHEREAS, the DuPage Airport Authority owns a certain 42.3-acre parcel of real property in the DuPage Business Center between Fabyan Parkway and Illinois Route 38 (the "Subject Property") in fee simple interest; and

WHEREAS, on November 15, 2017, the Authority declared certain real estate in the DuPage Business Center, including the Subject Property, to be surplus and authorized the publication of a Notice for Public Sale to the general public for the sale of the Subject Property and other real estate in the DuPage Business Center; and

WHEREAS, on November 30, 2017, the Authority offered certain real estate in the DuPage Business Center, including the Subject Property, for sale to the general public by publishing said offer in the Daily Herald and asking for written offers to be received by the Executive Director of the Authority; and

WHEREAS, pursuant to that offer, on January 24, 2018, the Authority and Discovery Drive Investors, LLC ("Discovery") entered into a purchase agreement (the "Original Agreement") for the sale of approximately 39 acres in the DuPage Business Center; and

WHEREAS, the Original Agreement included an option to purchase the Subject Property at a cost of \$2.975 per square foot (the "Option") if exercised on or before December 31, 2020; and

WHEREAS, on December 29, 2020, Discovery Drive Investors II, LLC as assignee of Discovery exercised its Option to purchase the Subject Property; and

WHEREAS, the Authority deems it in the best interests of the Authority and the general public to enter into the Vacant Land Purchase Agreement attached hereto as Exhibit A with Discovery Drive Investors II, LLC.

NOW, THEREFORE, BE IT RESOLVED, THAT: the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director to execute the Vacant Land Purchase Agreement with Discovery Drive Investors II, LLC, attached hereto and made a part hereof as Exhibit A, and take whatever steps necessary to effectuate the terms of this Vacant Land Purchase Agreement on behalf of the Authority.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
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 January, 2021.

SECRETARY

CHAIRMAN

EXHIBIT A
VACANT LAND PURCHASE AGREEMENT



DUPAGE AIRPORT AUTHORITY



RESOLUTION 2021-2402

COMMEMORATING THE SERVICES OF CHARLES E. DONNELLY AS COMMISSIONER OF THE DUPAGE AIRPORT AUTHORITY

WHEREAS, Mr. Charles E. Donnelly is highly respected and an exemplary member of the DuPage Airport Authority Board from his appointment on April 6, 2006 and through his dedicated service until January 29, 2021; and

WHEREAS, he served the Board with an impressive work ethic and firm grasp of issues that have helped strengthen the airport during his tenure; and

WHEREAS, the Board is greatly appreciative of the dedication, integrity, professionalism, energy and leadership he demonstrated on numerous committees, and especially his guidance as Chairman of the Golf Committee, that helped form the framework for airport policies, financial planning and development for years to come; and

WHEREAS, his extensive experience in private enterprise and strong sense of ethics played an important role in guiding the Airport Authority to prosperity and growth; and

WHEREAS, his gentlemanly nature and friendly manner made him an outstanding representative of the openness and accessibility that characterizes today's DuPage Airport; and

WHEREAS, his easy-going sense of humor, his support for staff and the airport mission will be greatly missed; and

WHEREAS, the Board of Commissioners and staff will deeply miss the honor, dedication and class that Mr. Charles E. Donnelly brought to the DuPage Airport Authority Board.

NOW, THEREFORE, BE IT RESOLVED, that the DuPage Airport Staff and the Board of Commissioners of the DuPage Airport Authority acknowledge and recognize the outstanding contributions that Mr. Charles E. Donnelly has made to the DuPage Airport Authority.

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

Juan E. Chavez _____
 Stephen L. Davis _____
 Charles E. Donnelly _____
 Herbert A. Getz _____
 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 January 2021.

ATTEST:

CHAIRMAN

SECRETARY



**RESOLUTION 2021-2403
 COMMEMORATING THE SERVICES OF GREGORY J. POSCH AS COMMISSIONER OF THE DUPAGE
 AIRPORT AUTHORITY**

WHEREAS, Mr. Gregory J. Posch is highly respected and an exemplary member of the DuPage Airport Authority Board from his appointment on November 14, 2013 and through his dedicated service until January 29, 2021; and

WHEREAS, he served the Board with an impressive work ethic and firm grasp of issues that have helped strengthen the airport during his tenure; and

WHEREAS, the Board is greatly appreciative of the dedication, integrity, professionalism, energy and leadership he demonstrated on numerous airport committees that helped form the framework for airport policies, financial planning and development for years to come; and

WHEREAS, his extensive experience in private enterprise, construction expertise and strong sense of ethics played an important role in guiding the Airport Authority to prosperity and growth; and

WHEREAS, his gentlemanly nature and friendly manner made him an outstanding representative of the openness and accessibility that characterizes today's DuPage Airport; and

WHEREAS, his calm disposition, his support for staff and the airport mission will be greatly missed, and

WHEREAS, the Board of Commissioners and staff will deeply miss the honor, dedication and class that Mr. Gregory J. Posch brought to the DuPage Airport Authority Board.

NOW, THEREFORE, BE IT RESOLVED, that the DuPage Airport Staff and the Board of Commissioners of the DuPage Airport Authority acknowledge and recognize the outstanding contributions that Mr. Gregory J. Posch has made to the DuPage Airport Authority.

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

Juan E. Chavez _____
 Stephen L. Davis _____
 Charles E. Donnelly _____
 Herbert A. Getz _____
 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 January 2021.

ATTEST:

 CHAIRMAN

 SECRETARY



RESOLUTION 2021-2404

COMMEMORATING THE SERVICES OF JEFF BERLS AS MAINTENANCE MANAGER OF THE DUPAGE AIRPORT AUTHORITY

WHEREAS, Mr. Jeff Berls has served as a dedicated and respected Maintenance Manager of the DuPage Airport Authority from November 9, 1980 to December 31, 2020; and

WHEREAS, he has served the Airport Authority for over 40 years with dedication, integrity and professionalism and a strong commitment to excellence; and

WHEREAS, under his tenure, DuPage Airport has become the finest general aviation airport in the nation; and

WHEREAS, the Board is greatly appreciative of the professionalism and leadership he has provided for the 24/7 operation of the airport; and

WHEREAS, his expertise in all facets of the operation contributed to the growth and efficiency under which we now operate; and

WHEREAS, the Board of Commissioners and staff will deeply miss the honor, dedication and class that Mr. Jeff Berls, brought to the DuPage Airport Authority.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority and Staff acknowledge and recognize the outstanding contributions that Mr. Jeff Berls has made to the DuPage Airport Authority.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
Gina R. LaMantia _____

Michael 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 January 2021.

CHAIRMAN

SECRETARY



RESOLUTION 2021-2405
COMMEMORATING THE SERVICES OF PAMELA B. MILLER AS EXECUTIVE ASSISTANT
AND BOARD LIAISON OF THE DUPAGE AIRPORT AUTHORITY

WHEREAS, Mrs. Pamela B. Miller has served as a dedicated and respected Executive Assistant and Board Liaison of the DuPage Airport Authority from January 3, 2005 to January 31, 2021; and

WHEREAS, she has served the Airport Authority and the Board of Commissioners with dedication, integrity and professionalism and a strong commitment to excellence; and

WHEREAS, the Board is greatly appreciative of the grace and leadership she has provided for the daily management of the airport; and

WHEREAS, her organizational skills and attention to detail contributed to the efficiency under which the DuPage Airport and its businesses operate; and

WHEREAS, the Board of Commissioners and staff will deeply miss the honor, dedication and class that Mrs. Pamela B. Miller, brought to the DuPage Airport Authority.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority and Staff acknowledge and recognize the outstanding contributions that Mrs. Pamela B. Miller has made to the DuPage Airport Authority.

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

Juan E. Chavez _____
 Stephen L. Davis _____
 Charles E. Donnelly _____
 Herbert A. Getz _____
 Gina R. LaMantia _____

Michael 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 January 2021.

 CHAIRMAN

 SECRETARY