



# DUPAGE AIRPORT AUTHORITY

**BOARD OF COMMISSIONERS  
REGULAR MEETING  
WEDNESDAY, NOVEMBER 17, 2021; 3:00 p.m.**

**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**
4. **APPROVAL OF MINUTES** *TAB # 1* *PAGE # 1*  
September 15, 2021 Finance, Budget and Audit Committee Meeting  
September 15, 2021 Capital Development, Leasing and  
Customer Fees Committee Meeting  
September 15, 2021 Regular Board Meeting  
October 28, 2021 Special Finance Meeting
5. **DIRECTOR'S REPORT** *TAB # 2* *PAGE # 19*
6. **REVIEW OF FINANCIAL STATEMENTS** *TAB # 3* *PAGE # 28*
7. **REPORT OF OFFICERS/COMMITTEES**
  - a. **Finance, Budget & Audit Committee**
  - b. **Capital Development, Leasing & Customer Fees Committee**
  - c. **Internal Policy and Compliance Committee**
  - d. **Golf Committee**
  - e. **DuPage Business Center**

**8. NEW BUSINESS**

**a. Approving the 2021 Board and Committee Meeting Calendar.**

**TAB # 4 PAGE # 42**

**b. Proposed Ordinance 2021-371; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022.**

**FINANCE TAB # 5 PAGE # 44**

**c. Proposed Ordinance 2021-372; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022.**

**FINANCE TAB # 6 PAGE # 136**

**d. Proposed Resolution 2021-2475; Authorizing the Execution of a Financial Investment Services Agreement with PMA Asset Management, LLC.**

*Approves a Financial Investment Services Agreement for a three (3) year term, subject to two (2) additional one (1) year extensions at the sole discretion of the Authority.*

**FINANCE TAB # 7 PAGE # 144**

**e. Proposed Resolution 2021-2476; Ratification of the Executive Director's Execution of a Change Order to the Contract with G.E. Riddiford Company, Inc. for Re-Roofing of DuPage Airport Authority Facilities.**

*Ratifies the Executive Director's execution of a \$63,847.92 change order for removing and replacing wet insulation on the Flight Center lower perimeter roof, which exceeded the original board approved construction cost by \$18,990.96.*

**CAPITAL TAB # 8 PAGE # 148**

**f. Proposed Resolution 2021-2477; Award of a Design-Build Contract to Chapple Design-Build for the Prairie Landing Maintenance Building Expansion.**

*Approves a design-build contract for expanding the existing Prairie Landing Maintenance Building. Total authorized construction cost not-to-exceed \$405,000 which includes a 10% owner's contingency.*

**CAPITAL TAB # 9 PAGE # 151**

- g. **Proposed Resolution 2021-2478; Award of a Contract to Integral Construction, Inc. for the Prairie Landing Clubhouse Locker Room Renovation Phase I.**  
*Approves a contract for men’s and women’s locker room renovations at the Prairie Landing Clubhouse. Total authorized construction cost not-to-exceed \$190,520 which includes a 10% owner’s contingency.*  
**CAPITAL** **TAB # 10** **PAGE # 156**
  
- h. **Proposed Resolution 2021-2479; Ratifying the Execution of a Fourth Amendment to Vacant Land Purchase Agreement with Midwest Industrial Funds, Inc.**  
*Ratifies Legal Counsel’s execution of an Amendment to Vacant Land Purchase Agreement with Midwest Industrial Funds, Inc. repealing the executed Third Amendment related to possible infrastructure costs associated with development.*  
**CAPITAL** **TAB # 11** **PAGE # 203**
  
- i. **Proposed Resolution 2021-2480; Approving the Development Plan for Discovery Drive Investors II, LLC at 705 Discovery Drive.**  
*Approves the Development Plan with deviations from the Minimum Design Standards for Discovery Drive Investors II, LLC at 705 Discovery Drive.*  
**CAPITAL** **TAB # 12** **PAGE # 209**

9. **RECESS TO EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE OR IMMINENT LITIGATION; EMPLOYEE MATTERS; THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE DUPAGE AIRPORT AUTHORITY; THE SETTING OF A PRICE FOR SALE OR LEASE OF PROPERTY OWNED BY THE DUPAGE AIRPORT AUTHORITY; AND THE DISCUSSION AND SEMI-ANNUAL REVIEW OF LAWFULLY CLOSED EXECUTIVE SESSION MINUTES.**

10. **RECONVENE REGULAR SESSION**

11. **OTHER BUSINESS**

- a. **Proposed Resolution 2021-2481; 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.*  
**TAB # 13** **PAGE # 212**

- b. **Proposed Resolution 2021-2482; Travel Express Settlement Agreement**  
*Approves a Settlement Agreement between the DuPage Airport Authority and Travel Express Aviation.*  
**TAB # 14** **PAGE # 214**

**c. Proposed Resolution 2021-2483; Travel Express Lease Agreement**

*Approves a Hangar Lease Agreement between the DuPage Airport Authority and Travel Express Aviation.*

**TAB # 15      PAGE # 225**

**d. Proposed Resolution 2021-2484; Travel Express Specialized Aviation Service Organization Agreement**

*Approves a Specialized Aviation Service Agreement between the DuPage Airport Authority and Travel Express Aviation.*

**TAB # 16      PAGE # 226**

**e. Proposed Resolution 2021-2485; Approving the Execution of a Vacant Land Purchase Agreement with Scannell Properties #559, LLC.**

*Approves the sale of an approximately 18.301 acre parcel of land to Scannell Properties #559, LLC. for \$3.85 per square foot pursuant to the previous contract entered into between Scannell and the Authority.*

**TAB # 17      PAGE # 227**

**f. Proposed Ordinance 2021-373; Ordinance Providing for the Acquisition Through Negotiation of Condemnation of an Avigation Easement and a Restrictive Covenant over Certain Property Commonly Known as 445 Kautz Road, St. Charles, IL 60174 for Airport Purposes by the DuPage Airport Authority.**

**TAB # 18      PAGE # 259**

**12. ADJOURNMENT**

**DuPAGE AIRPORT AUTHORITY  
FINANCE, BUDGET AND AUDIT COMMITTEE  
WEDNESDAY, SEPTEMBER 15, 2021**

A meeting of the Finance, Budget and Audit Committee of the DuPage Airport Authority Board of Commissioners was convened at the Daniel L. Goodwin Flight Center Building, Third Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Wednesday, September 15, 2021. Committee Chairman Wagner called the meeting to order at 2:00 p.m. A quorum was present for the committee meeting.

***Commissioners Present:*** Getz, Ledonne, Sharp, Wagner

***Commissioners Absent:*** Posch

***DuPage Airport Authority Staff Present:*** Mark Doles, Executive Director; Patrick Hoard, Director of Finance; Tom Cleveland, Director of Operations and Facilities; Dan Barna, Operations and Capital Programs Manager; Kristine Klotz, Executive Assistant and Board Liaison.

***Others:*** None

**OLD BUSINESS**

None

**NEW BUSINESS**

**REVIEW OF FINANCIAL STATEMENTS**

Patrick Hoard reviewed the August 2021 Financial Statements and discussion followed.

Committee Chairman Ledonne scheduled the meeting date of October 28, 2021 for the review for Fiscal Year 2022 Preliminary Plan.

**Proposed Resolution 2021-2462; Approving the Use of Outside Auditors for the Year 2022.**

*Appoints the firm of Sikich LLP as outside auditor for the year 2022. Audit of 2021 financial statements for an all-inclusive maximum fee of \$33,100.*

Committee Chairman Ledonne read into record Proposed Resolution 2021-2466. A **MOTION** was made by Commissioner Sharp to recommend Board approval for Proposed Resolution 2021-2462; Approving the Use of Outside Auditors for the Year 2022. Commissioner Wagner asked if there was a Request for Quote (RFQ) that went out to bid this year. Patrick Hoard replied that this is the last year of the current contract for Sikich. Mr. Hoard stated that in FY'22 there will be a Request for Proposal (RFP) for the use of outside auditors. Commissioner Sharp agreed that it would be a good idea to have another review of auditors. Discussion followed. The **motion was seconded** by Commissioner Wagner and was unanimously passed by a roll call vote (2-0) Committee Chairman Ledonne abstained.

**Proposed Resolution 2021-2463; Award of Contract to Pelican Chemicals, Inc. for the Procurement of Sodium Formate Runway Deicing Material.**

*Approves the procurement of up to 16 tons of Sodium Formate on an as-needed basis for the 2021/2022 winter season for an amount not-to-exceed \$24,141.12.*

Committee Chairman Ledonne read into record Proposed Resolution 2021-2463. A **MOTION** was made by Commissioner Sharp to recommend Board approval for Proposed Resolution 2021-2463; Award of Contract to Pelican Chemicals, Inc. for the Procurement of Sodium Formate Runway Deicing Material. Executive Director Doles stated that last year maintenance used 14 tons of Sodium Formate to Deice the runways. Committee Chairman Ledonne questioned the shelf life of Sodium Formate. Executive Director Doles replied that the product is guaranteed to last a few seasons, with proper storage. Mr. Doles stated that the price is held at the current rate and the Airport Authority is guaranteed the 16 tons. No further discussion. The **motion was seconded** by Commissioner Wagner and was unanimously passed by a roll call vote (3-0).

**Proposed Resolution 2021-2464; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid.**

*Approves the procurement of up to 8,800 gallons of Potassium Acetate on an as-needed basis for the 2021/2022 winter season for an amount not-to-exceed \$40,392.*

Committee Chairman Ledonne read into record Proposed Resolution 2021-2464. A **MOTION** was made by Commissioner Sharp to recommend Board approval for Proposed Resolution 2021-2464 Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid. Committee Chairman Ledonne thanked Dan Barna and team for getting the best price possible for this contract. The **motion was seconded** by Commissioner Wagner and was unanimously passes by a roll call vote (3-0).

**Proposed Resolution 2021-2465; Award of Contract to Preform Traffic Control Systems, Ltd. for Pavement Marking Services.**

*Approving a Contract with Preform Traffic Control Systems, LTD. for providing pavement marking services for the term of September 15, 2021 and ending on September 15, 2024 for a three (3) year cost not-to-exceed \$264,535.25.*

Committee Chairman Ledonne read into record Proposed Resolution 2021-2465. A **MOTION** was made by Commissioner Sharp to recommend Board approval for Proposed Resolution 2021-2465; Award of Contract to Preform Traffic Control Systems, Ltd. for Pavement Marking Services. Executive Director Doles stated that Preform Traffic Systems, Ltd. is a Midwest company that has performed work at O'Hare International Airport. Committee Chairman Ledonne asked Dan Barna what the comparison rate from years past. Dan Barna informed the committee that this is a 3-year contract, and the annual cost of the contract is very comparable to the past contracts. The **motion was seconded** by Commissioner Wagner and was unanimously passes by a roll call vote (3-0).

**Proposed Resolution 2021-2474; Authorizing Payment Under a Non-Federal Reimbursable Agreement Between the Department of Transportation Federal Aviation Administration and the DuPage Airport Authority for Airport Traffic Control Services at the DuPage Air Traffic Control Tower for the Period Between October 1, 2021 and September 30, 2022.**

*Approves an Agreement between the Federal Aviation Administration (FAA) and the DuPage Airport Authority whereby the FAA will provide staffing of the DuPage Air Traffic Control Tower From 10:00 PM to 6:00 AM for the period of October 1, 2021 through September 30, 2022. Total authorized cost of \$665,343.35*

Committee Chairman Ledonne read into record Proposed Resolution 2021-2474. A **MOTION** was made by Commissioner Sharp to recommend Board approval for Proposed Resolution 2021-2474; Authorizing Payment Under a Non-Federal Reimbursable Agreement Between the Department of Transportation Federal Aviation Administration and the DuPage Airport Authority for Airport Traffic Control Services at the DuPage Air Traffic Control Tower for the Period Between October 1, 2021 and September 30, 2022. Executive Director Doles relayed to the committee that O'Hare and Midway International airports both have federally funded 24/7 operations of their towers. The DuPage Airport Authority is currently funding the nightly operations from 10:00 p.m. to 6:00 a.m. for the control tower to be manned. Discussion followed and the **motion was seconded** by Commissioner Wagner and was unanimously passes by a roll call vote (3-0).

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**Michael Ledonne, Chairman  
Finance, Budget and Audit Committee**

**DuPAGE AIRPORT AUTHORITY  
CAPITAL DEVELOPMENT, LEASING, AND CUSTOMER FEES COMMITTEE  
WEDNESDAY, SEPTEMBER 15, 2021**

A meeting of the Capital Development, Leasing, and Customer Fees Committee of the DuPage Airport Authority Board of Commissioners was convened at the Daniel L. Goodwin Flight Center Building, Third Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Wednesday, September 15, 2021. Committee Chairman Wagner called the meeting to order at 2:30 p.m. A quorum was present for the committee meeting.

**Commissioners Present:** Getz, Ledonne, Sharp, Wagner

**Commissioners Absent:** Chavez

**DuPage Airport Authority Staff Present:** Mark Doles, Executive Director; Patrick Hoard, Director of Finance; Tom Cleveland, Director of Operations and Facilities; Dan Barna, Operations and Capital Programs Manager; Phil Luetkehans, Luetkehans, Brady, Garner and Armstrong LLC; Kristine Klotz, Executive Assistant and Board Liaison.

**Others:** Pat Schaner, Midwest Industrial Funds; Pat Swiscz, Midwest Industrial Funds; Dan Pape, CMT; Rob Kish, SmithGroup; Steve Moulton, Primera Engineers, Ltd.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Proposed Resolution 2021-2466; Award of Contract to Unified Construction Group, LLC for Flight Center Cantilever Deck Coating and Security Fencing.**

*Award of Contract to Unified Construction Group, LLC for Flight Center Cantilever Deck Coating and Security Fencing. Total authorized construction cost not-to-exceed \$192,280, which includes a 10% owner's contingency.*

Committee Chairman Wagner read into record Proposed Resolution 2021-2466. A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2021-2466; Award of Contract to Unified Construction Group, LLC for Flight Center Cantilever Deck Coating and Security Fencing. Executive Director Doles informed Committee members that the existing cantilever deck coating was at least 14-year-old, and the epoxy surface is in need of repair. Staff worked with Wight & Company who interview Unified Construction Group to confirm compliance with the project specification. Additionally, staff is recommending that the security fencing be upgraded. Discussion followed. The **motion was seconded** by Commissioner Sharp and was unanimously passed by a roll call vote (4-0).



**Proposed Resolution 2021-2467; Award of Contract to Futurity 19, Inc. for DuPage Airport Fuel Farm Upgrades**

*Award of Contract to Futurity 19, Inc. for DuPage Airport Fuel Farm Painting Upgrades. Total authorized construction cost not-to-exceed \$59,840, which includes a 10% owner's contingency.* Committee Chairman Wagner read into record Proposed Resolution 2021-2467. A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2021-2467; Award of Contract to Futurity 19, Inc. for DuPage Airport Fuel Farm Upgrades. The **motion was seconded** by Commissioner Sharp. Executive Director Doles advised the Committee members that upon receiving four bids, Futurity 19 is the low, responsive, and responsible bidder. This project is to prepare surfaces down to bare metal and recoat with paint both on the North Ramp self-serve fuel tank and above ground piping at the Airport Authority fuel farm. Discussion followed. The **motion was seconded** by Commissioner Sharp and was unanimously passed by a roll call vote (4-0).

**Proposed Resolution 2021-2468; Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Homerun Ductbank.**

*Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Rehabilitate Airport Runways Homerun Ductbank. Total project cost of \$894,874.21, 100% Federal Cares Act funding.*

Committee Chairman Wagner read into record Proposed Resolution 2021-2468. A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2021-2468; Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Homerun Ductbank. Executive Director Doles recommended to Committee members that replacement of the existing electrical Ductbank which serves as lighting circuits to runways 10/28 and 15/33. The current Homerun Ductbank system is 30 years old. This project is 100% Federal Cares Act funded with no local share funding required as a part of the project. Discussion followed. The **motion was seconded** by Commissioner Sharp and was unanimously passed by a roll call vote (4-0).

**Proposed Resolution 2021-2469; Authorizing the Execution of a Construction Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Homerun Ductbank.**

*Authorizing the Execution of a Construction Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Rehabilitate Airport Runways Homerun Ductbank. Not-to-exceed amount of \$102,418.12. 100% reimbursement from Federal Cares Act funding.*

Committee Chairman Wagner read into record Proposed Resolution 2021-2469. A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2021-2469; Authorizing the Execution of a Construction Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Homerun Ductbank. No further

discussion. The motion was seconded by Commissioner Sharp and was unanimously passed by a roll call vote (4-0).

**Proposed Resolution 2021-2470; Authorizing the Execution of a Third Amendment to Vacant Land Purchase Agreement and Post-Closing Agreement with Midwest Industrial Funds, Inc. for the Sale and Purchase of an Approximately 23.75-acre Parcel of Land Owned by Airport Authority.**

Committee Chairman Wagner read into record Proposed Resolution 2021-2470. A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2021-2470; Authorizing the Execution of a Third Amendment to Vacant Land Purchase Agreement and Post-Closing Agreement with Midwest Industrial Funds, Inc. for the Sale and Purchase of an Approximately 23.75-acre Parcel of Land Owned by Airport Authority.

Executive Director Doles spoke about the Purchase Sale Agreement with Midwest Industrial Funds, Inc. regarding the third amendment for electrical availability. Staff and counsel are trying to obtain power and are working with Pat Schaner of Midwest Industrial Funds, Inc. Mr. Schaner informed the Committee that he is currently working on options with the electricity company for two possible options for power. One option is a DC in box, and the other option is an ESS system. Discussion followed. The **motion was seconded** by Commissioner Sharp and was unanimously passed by a roll call vote (4-0).

**Proposed Resolution 2021-2471; Approving the Development Plan for Midwest Industrial Funds, Inc. at 537 Discovery Drive.**

Committee Chairman Wagner read into record Proposed Resolution 2021-2471. Rob Kish informed the committee about access, and entrance issues. Mr. Kish said that screening seems to be a challenge. Mr. Kish stated that his team is currently working on landscaping plans with materials and minimum standards. Attorney Luetkehans said that plans for landscaping would need to be brought to the full board for approval. A **motion to table** was made by Committee Chairman Wagner Proposed Resolution 2021-2471; Approving the Development Plan for Midwest Industrial Funds, Inc. at 537 Discovery Drive. The **motion was seconded** by Commissioner Ledonne and was unanimously passed by a roll call vote (4-0).

**Proposed Resolution 2021-2472; Authorizing the Execution of Task Order No. 1 Wetland Assessment with Crawford, Murphy & Tilly, Inc. for the Project: Wetland Assessment and Management Plan.**

*Approves the Task Order for Professional Services with Crawford, Murphy & Tilly, Inc. for Wetland Assessment and Management Plan for a not-to-exceed amount of \$30,870.00*

Committee Chairman Wagner read into record Proposed Resolution 2021-2472. A **MOTION** was made by Commissioner Ledonne to recommend Board approval Proposed Resolution 2021-2472; Authorizing the Execution of Task Order No. 1 Wetland Assessment with Crawford, Murphy & Tilly, Inc. for the Project: Wetland Assessment and Management Plan. Executive Director Doles stated the need to formulate a management plan. There was no further discussion. The **motion was seconded** by Commissioner Sharp and was unanimously passed by a roll call vote (4-0).

**Proposed Resolution 2021-2473; Authorizing the Execution of IGA No. 5878 with the State of Illinois for the Illinois State Police.**

*Approves an Intergovernmental Agreement between the State of Illinois and the DuPage Airport whereby the State will continue to lease hangar and office space for the Illinois State Police for the period of November 1, 2021 through October 31, 2026. The total lease payments over the term will be \$130,276.02*

Committee Chairman Wagner read into record Proposed Resolution 2021-2473. A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2021-2473; Authorizing the Execution of IGA No. 5878 with the State of Illinois for the Illinois State Police. Executive Director Doles informed the committee that Illinois State Police have leased hangar space from the DuPage Airport Authority since 1996. This lease will be a five-year term. There was no further discussion, and the **motion was seconded** by Commissioner Sharp and was unanimously passed by a roll call vote (4-0).

**OTHER BUSINESS**

None

Commissioner Ledonne made a **MOTION** to adjourn the Capital Development, Leasing and Customer Fees Committee Meeting; the **motion was seconded** by Commissioner Sharp and was passed by a unanimous voice vote. There committee meeting was adjourned at 3:00 p.m.

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

**DuPAGE AIRPORT AUTHORITY  
REGULAR BOARD MEETING  
WEDNESDAY, SEPTEMBER 15, 2021**

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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, September 15, 2021. Chairman Davis called the meeting to order at 3:05 p.m. and a quorum was present for the meeting. Chairman Davis expressed his gratitude for all the support that was given to the Tuskegee NEXT event that occurred in August.

***Commissioners Present:*** Charvat, Davis, Getz, LaMantia, Ledonne, Sharp, Wagner

***Commissioners Absent:*** Chavez, Posch

***DuPage Airport Authority Staff Present:*** Mark Doles, Executive Director; Patrick Hoard, Director of Finance; Tom Cleveland, Director Operations and Facilities; Dan Barna, Operations and Capital Programs Manager; Brian DeCoudres, Flight Center General Manager; Phil Luetkehans of Luetkehans, Brady, Garner and Armstrong LLC.; Kristine Klotz, Executive Assistant and Board Liaison. (Staff members were all physically present and observed the required social distancing requirements.)

***Others Remotely or in Attendance:*** Rob Kish, SmithGroup; Jim Adler, NAI Hiffman; Steve Mowlton, Primera Engineers, Ltd; Dan Pape, CMT Engineers; John Hock, Civil & Environmental Consultants; Richard Golf, Lakeshore Recycling Systems; Pat Schaner, Midwest Industrial Funds; Pat Swiszc, Midwest Industrial Funds.

***Members of the Press:***

None

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Chairman Davis asked for additions or corrections to the minutes of the June 28, 2021 Regular Board Meeting and there were none. Commissioner LaMantia made a **MOTION** to approve the minutes of the June 28, 2021 Regular Board Meeting and Commissioner Ledonne **seconded the motion**. The motion was passed unanimously by roll call vote (7-0).

Chairman Davis asked for additions or corrections to the minutes of the August 2, 2021 Special Board Meeting and there were none. Commissioner LaMantia made a **MOTION** to approve the minutes of the August 2, 2021 Special Board Meeting and Commissioner Ledonne **seconded the motion**. The motion was passed unanimously by roll call vote (7-0).

## **DIRECTOR'S REPORT**

Executive Director Doles reported that the DuPage Airport Authority was awarded the Distinguished Budget Presentation Award by the Government Finance Officers Association for the Government Finance Officers Association for the Fiscal Year of 2021 Budget.

In the past 60 days the DuPage Airport has added five jets and ten single engine aircraft to the field. The jet aircraft include a Gulfstream 650, Hawker 800XP and three Lear Jets. These additions have led to higher hangar occupancy and additional fuel revenue.

Prairie Landing Golf Rounds for 2021 through August total 21,263 compared to 17,904 in 2020. Executive Director Doles informed the Board that is a 18.8% increase year to date. Smaller sized weddings and banquets have taken place. The fuel sales and golf rounds remain strong for the DuPage Airport Authority and well above the budgeted numbers

Executive Director Doles went on to discuss Dream Flights. Dream Flights is a nonprofit organization that gives WWII Veterans the chance to fly in a Boeing Stearman aircraft free of charge. Several veterans were able to fly from DuPage through this program.

Mr. Doles informed the Board of Commissioners that the Pritzker development Phase II a 42.27-acre parcel recently closed.

Law enforcement training continued in the month of September with the departments of: Batavia, Carol Stream, St. Charles, and Glen Ellyn. Upcoming in the month of October the West Chicago Fire Protection District will be performing annual live fire training.

US Customs and Border Protection facility renovation is ongoing within the Flight Center. Additionally, the current re-roofing projects of the Flight Center, Government Center, and SE Ramp hangar have begun.

Executive Director Doles stated that the maintenance building expansion punch list meeting was held on September 1, 2021. Once the punch list is complete maintenance will be able to occupy and utilize.

Mr. Doles informed the Board that we received Federal Aviation Administration (FAA) approval for possible sale for part of the Pheasant Run Driving Range parcel.

Mr. Doles mentioned that staff and the Federal Aviation Administration (FAA) will have their annual snow and ice control meeting in October.

Staff is in the process of finalizing the 2022 Budget plan. First week in October the capital and operating plans will be finalized by staff. Middle of October staff will present the full capital and operating plan to the Finance Committee. This Budget plan will be presented to the Board of Commissioners at the November Board meeting. A public hearing is tentatively scheduled for January 10, 2022.

Discussion followed.

## **REVIEW OF FINANCIAL STATEMENTS**

Patrick Hoard provided a review of the Financial Statements for August 2021 and discussion followed.

## **REPORT OF COMMITTEES**

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

Commissioner Ledonne reported the Finance, Budget and Audit Committee did meet earlier in the day. The Committee discussed the Financial Statements as well, all the items on the current agenda passed within committee. Commissioner Ledonne went on to state that there is a Budget Meeting planned for October 28, 2021.

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

Commissioner Wagner advised the Capital Development Committee did meet. One item on the agenda was tabled for further Board review. The additional items on the agenda have the approval of the committee.

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

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

### **Golf Committee:**

Commissioner Getz stated that the Golf Committee did meet for an informal discussion on operations and financials.

### **DuPage Business Center:**

Jim Adler of NAI Hiffman provided an update relating to the current activities of the DuPage Business Center. Mr. Adler reported Scannell cancelled the possible acquisition of what is known as the triangle parcel, citing various reasons and will not be moving forward with the property. Mr. Adler believes that Scannell will be exercising their option to purchase the 15-acres west of Shore Packaging. The agreement will close this year. Mr. Adler informed Board members that Midwest Industrial Funds indicate they will be moving forward with the purchase of 23-acres east of Technology Blvd. in the DuPage Business Park. Patriot Logistics is under contract for 30-acres. Industrial remains a robust market in the Chicagoland area. Discussion followed.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **Proposed Resolution 2021-2462; Approving the Use of outside Auditors for the Year 2022.**

*Appoints the firm of Sikich LLP as outside auditors for the year 2022. Audit of 2021 financial statements for an all-inclusive maximum fee of \$33,100.*

Executive Director Doles read into the record Proposed Resolution 2021-2462. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2462; Approving the Use of outside Auditors for the Year 2022. The **motion was seconded** by Commissioner

Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0). Commissioner Ledonne abstained.

**Proposed Resolution 2021-2463; Award of a Contract to Pelican Chemicals, Inc. for the Procurement of Sodium Formate Runway Deicing Material.**

*Approves the procurement of up to 16 tons of Sodium Formate on an as-needed basis for the 2021/2022 winter season for an amount not-to-exceed \$24,141.12.*

Executive Director Doles read into the record Proposed Resolution 2021-2463. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2463; Approving the Contract to Pelican Chemicals, Inc. for the Procurement of Sodium Formate Runway Deicing Material. The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2464; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid.**

*Approves the procurement of up to 8,800 gallons of Potassium Acetate on an as-needed basis for the 2021/2022 winter season for an amount not-to-exceed \$40,392.*

Executive Director Doles read into the record Proposed Resolution 2021-2464. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2464; Approving the Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid. The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2465; Award of Contract to Preform Traffic Control Systems, Ltd. For Pavement Marking Services.**

*Approves a Contract with Preform Traffic Control Systems, LTD. for providing pavement marking services for the term of September 15, 2021 and ending on September 15, 2024 for a three (3) year cost not-to-exceed \$264,535.25.*

Executive Director Doles read into the record Proposed Resolution 2021-2465. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2465; Approving the Contract to Preform Traffic Control Systems, Ltd. for pavement marking services. The **motion was seconded** by Commissioner Sharp. Brief discussion followed and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2466; Award of Contract to Unified Construction Group, LLC for Flight Center Cantilever Deck Coating and Security Fencing.**

*Award of Contract to Unified Construction Group, LLC for Flight Center Cantilever Deck Coating and Security Fencing. Total authorized construction cost not-to-exceed \$192,280, which includes a 10% owner's contingency.*

Executive Director Doles read into the record Proposed Resolution 2021-2466. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2466; Approving the Contract to Unified Construction Group, LLC for Flight Center Cantilever Deck Coating and

Security Fencing. The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2467; Award of Contract to Futurity 19, Inc. for DuPage Airport Fuel Farm Painting Upgrades.**

*Award of Contract to Futurity 19, Inc. for DuPage Airport Fuel Farm Painting Upgrades. Total authorized construction cost not-to-exceed \$59,840, which includes a 10% owner's contingency.* Executive Director Doles read into the record Proposed Resolution 2021-2467. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2467; Approving the Contract to Futurity 19, Inc. for DuPage Airport Fuel Farm Painting Upgrades. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2468; Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Homerun Ductbank.**

*Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Rehabilitate Airport Runways Homerun Ductbank. Total project cost of \$894,874.21, 100% Federal Cares Act funding.* A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2468; Authorizing the Execution of an Intergovernmental Agreement with the State of Illinois Department of Transportation, Division of Aeronautics for Participation in the Airport Improvement Program Project Known as: Homerun Ductbank. The motion was seconded by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2469; Authorizing the Execution of a Construction Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Homerun Ductbank.**

*Authorizing the Execution of a Construction Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Rehabilitate Airport Runways Homerun Ductbank. Not-to-exceed amount of \$102,418.12. 100% reimbursement from Federal Cares Act funding.*

Executive Director Doles read into the record Proposed Resolution 2021-2469. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2469; Authorizing the Execution of a Construction Phase Engineering Services Agreement with CH2M for the Airport Improvement Program Project Known as: Homerun Ductbank. The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (7-0).



**Proposed Resolution 2021-2470; Authorizing the Execution of a Third Amendment to Vacant Land Purchase Agreement and Post-Closing Agreement with Midwest Industrial Funds, Inc. for the Sale and Purchase of an Approximately 23.75-acre Parcel of Land Owned by Airport Authority.**

*Amends the terms of the Purchase Agreement with Midwest Industrial Funds, Inc. to deal with possible costs of connection to electricity at the Subject Property.*

Executive Director Doles read into the record Proposed Resolution 2021-2470. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2470; Authorizing the Execution of a Third Amendment to Vacant Land Purchase Agreement and Post-Closing Agreement with Midwest Industrial Funds, Inc. for the Sale and Purchase of an Approximately 23.75-acre Parcel of Land Owned by Airport Authority. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2471; Approving the Development Plan of a 23.75 Acre Parcel in the DuPage Business Center for Midwest Industrial Funds, Inc.**

Executive Director Doles read into the record Proposed Resolution 2021-2471. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2471; Approving the Development Plan of a 23.75 Acre Parcel in the Dupage Business Center for Midwest Industrial Funds, Inc. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2472; Authorizing the Execution of Task Order No. 1 Wetland Assessment with Crawford, Murphy & Tilly, Inc. for the Project: Wetland Assessment and Management Plan.**

*Approves the Task Order for Professional Services with Crawford, Murphy & Tilly, Inc. for a Wetland Assessment and Management Plan for a not-to-exceed amount of \$30,870.00*

Executive Director Doles read into the record Proposed Resolution 2021-2472. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2472; Authorizing the Execution of Task Order No.1 Wetland Assessment with Crawford, Murphy, & Tilly, Inc. for the Project: Wetland Assessment and Management Plan. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2473; Authorizing the Execution of IGA No. 5878 with the State of Illinois for the Illinois State Police.**

*Approves an Intergovernmental Agreement between the State of Illinois and the DuPage Airport whereby the State will continue to lease hangar and office space for the Illinois State Police for the period of November 1, 2021 through October 31, 2026. The total lease payments over the term will be \$130,276.02*

Executive Director Doles read into the record Proposed Resolution 2021-2473. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2473; Authorizing the Execution IGA No. 5878 with the State of Illinois for the Illinois State Police. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**Proposed Resolution 2021-2474; Authorizing Payment Under a Non-Federal Reimbursable Agreement Between the Department of Transportation Federal Aviation Administration and the DuPage Airport Authority for Airport Traffic Control Services at the DuPage Air Traffic Control Tower for the Period Between October 1, 2021 and September 30, 2022**

*Approves an Agreement between the Federal Aviation Administration (FAA) and the DuPage Airport Authority whereby the FAA will provide staffing of the DuPage Air Traffic Control Tower From 10:00 PM to 6:00 AM for the period of October 1, 2021 through September 30, 2022. Total authorized cost of \$665,343.35*

Executive Director Doles read into the record Proposed Resolution 2021-2474. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2021-2474; Authorizing Payment Under a Non-Federal Reimbursable Agreement Between the Department of Transportation Federal Aviation Administration and the DuPage Airport Authority for Airport Traffic Control Services at the DuPage Air Traffic Control Tower for the Period Between October 1, 2021 and September 30, 2022. The **motion was seconded** by Commissioner Sharp. Discussion followed, and the motion was passed by roll call vote (7-0).

**RECESS TO EXECUTIVE SESSION**

Commissioner LaMantia made a **MOTION** to recess to Executive Session for the discussion of pending, probable or imminent litigation; the purchase or lease of real property for the use of the DuPage Airport Authority; and the setting of a price for sale or lease of property owned by the DuPage Airport Authority. The motion was seconded by Commissioner Sharp and was passed unanimously by roll call vote (7-0). The Regular Meeting was recessed to Executive Session at 4:14 p.m. and reconvened at 4:49 p.m. Upon roll call, a quorum was present for the remainder of the Regular Board Meeting. Commissioner Charvat departed the meeting before Executive Session occurred and was not present for the remainder of the regular meeting.

**OTHER BUSINESS**

**Proposed Ordinance 2021-366; Ordinance Providing for the Acquisition through Settlement of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 1600 Powis Court, West Chicago, Illinois 60185 for Airport Purposes by the DuPage Airport Authority.**

Executive Director Doles read into the record Proposed Ordinance 2021-366.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2021-366; Authorizing the Acquisition through Settlement of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 1600 Powis Court, West Chicago, Illinois 60185 for Airport Purposes by the DuPage Airport Authority.

The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0).

**Proposed Ordinance 2021-367; Ordinance Providing for the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 3945 Ohio Avenue, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority.**

Executive Director Doles read into the record Proposed Ordinance 2021-367.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2021-367; Authorizing the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 3945 Ohio Avenue, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority.

The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0).

**Proposed Ordinance 2021-368; Ordinance Providing for the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 345 Kautz Road, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority.**

Executive Director Doles read into record Proposed Ordinance 2021-368. A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2021-368; Authorizing the Acquisition through Negotiation of Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 345 Kautz Road, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority. The motion was seconded by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0).

**Proposed Ordinance 2021-369; Ordinance Providing for the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 1500 Powis Court, West Chicago, Illinois 60185 for Airport Purposes by the DuPage Airport Authority.**

Executive Director Doles read into the record Proposed Ordinance 2021-369.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2021-369; Authorizing the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 1500 Powis Court, West Chicago, Illinois 60185 for Airport Purposes by the DuPage Airport Authority. The motion was seconded by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0).

**Proposed Ordinance 2021-370; Ordinance Providing for the Acquisition through Negotiation or Condemnation of an Avigation Easement and a Restrictive Covenant Over Certain Property Commonly Known as 3825 Ohio Avenue, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority.**

Executive Director Doles read into the record Proposed Ordinance 2021-370.

A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2021-370; Authorizing the Acquisition through Negotiation or Condemnation of an Avigation Easement

and a Restrictive Covenant Over Certain Property Commonly Known as 3825 Ohio Avenue, St. Charles, Illinois 60174 for Airport Purposes by the DuPage Airport Authority. The **motion was seconded** by Commissioner Sharp. There was no further discussion, and the motion was passed by roll call vote (6-0).

A **MOTION** was made by Commissioner Sharp to adjourn the Regular Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by voice vote; the meeting was adjourned at 4:53 p.m.

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**Stephen L. Davis, Chariman**

(ATTEST)

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**Donald C. Sharp, Secretary**

**DuPAGE AIRPORT AUTHORITY  
FINANCE, BUDGET AND AUDIT COMMITTEE  
SPECIAL MEETING  
THURSDAY, OCTOBER 28, 2021**

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 Thursday, October 28, 2021. Committee Chairman Ledonne called the meeting to order at 8:00 a.m. and a quorum was present for the meeting.

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

***Commissioner Absent:*** Sharp

***DuPage Airport Authority Staff Present:*** Executive Director Mark Doles; Patrick Hoard, Director of Finance; Dan Barna, Operations and Capital Program Manager, Brian DeCoudres, Flight Center General Manager; Tom Cleveland, Director of Operations and Facilities; Kristine Klotz, Executive Assistant and Board Liaison.

***Others:*** Steve McLaughlin; Burns & McDonnell

**Discussion of the Tentative Budget and Appropriations for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022.**

Committee Chairman Ledonne knowledge that Mr. McLaughlin was present for the committee meeting, and if he had any questions to let the committee know.

Executive Director Doles began discussion of the Operating and Capital Plan memo and upcoming schedule. Mr. Doles noted that staff begins in May/June to compile the next fiscal year budget. The Tentative Operating and Capital Improvements plan will be presented for passage to the Board of Commissioners on November 17, 2021.

COVID has impacted airport operations, but these impacts are anticipated to reduce in severity for next year. Mr. Doles stated that staff will continue to provide the safest operations for our customers with no reductions in service, this plan shows a possible operating surplus of \$1,230,330. The net income, before depreciation is anticipated to be approximately \$7.9M. Committee Chairman Ledonne stated that supply chain issues will continue to affect the country with no relief in sight. The current Operating and Capital Improvements Plan does not include a tax abatement. The tax levy amount has not changed since 2012 and remains at \$5.976M. Commissioner Wagner questioned what the highest levy amount was. Executive Director Doles stated that number was approximately \$20 Million in 1994. Discussion followed.

**Airport Operations:**

Executive Director Doles explained that \$500,000 of the property tax levy funds will offset the costs of tower staffing and aircraft rescue with firefighting expenses. Beginning June 1, 2022 month-to-month hangar and tie-down rentals will be increasing by 3%. Current occupancy rates are near 100% for month-to-month hangars.

Flight Center Operations:

The forecasted plan for FY'22 is to have an increase in both Jet-A and 100LL fuel sales. The cost of fuel is planned for a 7% increase over the FY'21 actual cost per gallon. Committee Chairman Ledonne acknowledged the product cost will increase, Q1/Q2 FY'22 with no relief in sight. Current fuel sales month to date are 232,000 gallons. Brian DeCoudres stated that the last two months DuPage Flight Center has seen an increase in international travel. Executive Director Doles outlined the plan for possible construction of the additional hangar south of the Flight Center. Discussion Followed.

Prairie Landing Operations:

Patrick Hoard informed the Committee that currently Prairie Landing has 20 weddings booked for FY'22, staff has seen an increase in weddings. Golf rounds are expected to finish FY'21 between 27,000 to 28,000. Mr. Hoard stated that there has been a steady amount of people who are utilizing the restaurant at the course. Commissioner Wagner asked staff to investigate having a survey done. Patrick Hoard stated the course received an unsolicited review by Golf Advisor placing the course in the top 10 public course in the nation. Mr. Hoard discussed the Statement of Revenues and Expenses. Mr. Hoard also informed the committee members that a Request for Proposal (RFP) for an investment company went out for bid, and staff will present the findings to the full Board of Commissioners as soon as possible.

Patrick Hoard addressed each line item of the FY'22 Preliminary Operating Plan and Capital Plan. Mr. Hoard discussed the cashflow forecast summary.

There were no other questions from Committee members. Committee Chairman Ledonne thanked staff for the excellent job they did with compiling the budget plan. A **MOTION** was made by Commissioner Wagner to move the Tentative Fiscal Year 2022 Budget and Appropriations to the Full Board for approval at the November 17, 2021 Meeting. The **motion was seconded** by Commissioner Posch and was passed by a 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 Posch and was passed unanimously by voice vote. The meeting adjourned at 9:32 a.m.

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**Michael Ledonne, Chairman  
Finance, Budget and Audit Committee**



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### Executive Director's Report – Highlights November 2021

1. Airport Operations / Fuel / Prairie Landing Rounds data
2. Midwest Industrial Phase III 24.32 acre parcel closed on 11/2/2021. Gross \$4,396,423.68, net to DAA \$4,215,665.88.
3. Staff is working with the State of Illinois for the DAA to receive approximately \$149,000 as a grant for operating expenses from the sales tax collected on aviation fuel sales.
4. DAA provided space for annual law enforcement driver training for numerous local agencies including St. Charles, Glen Ellyn and the C.O.D. Academy.
5. October 13 – 15, West Chicago Fire Protection District performed annual live fire training and driver training for their personnel on the Airport.
6. Customs and Border Protection Facility Renovations are tentatively scheduled to be completed by 11/30/2021. We are working with Serafin for a December grand opening.
7. Annual Snow and Ice Control Meeting with DAA and FAA staff held on 10/7/2021.
8. The primary runway 2L/20R was repainted
9. Working with an aircraft management company for lease of 1,026 SF of vacant office space on the 3<sup>rd</sup> floor of the Flight Center.
10. 2022 Budget



## MONTHLY STATISTICS

October 2021

	<u>Oct. '21</u>	<u>Oct. '20</u>	<u>'21 vs. '20</u>	<u>Oct. Percent Change</u>	<u>YTD 2021</u>	<u>YTD 2020</u>	<u>'21 vs. '20</u>	<u>Percent Change</u>
<b>FUEL</b>								
100LL	19,597	21,512	(1,915)	-8.9%	217,915	208,654	9,261	4.4%
Jet A	269,603	175,154	94,449	53.9%	2,112,531	1,397,908	714,623	51.1%
<b>Total Gallons</b>	<b>289,200</b>	<b>196,666</b>	<b>92,534</b>	<b>47.1%</b>	<b>2,330,446</b>	<b>1,606,562</b>	<b>723,884</b>	<b>45.1%</b>
<b>OPERATIONS</b>								
Local	4,998	6,400	(1,402)	-21.9%	50,574	61,980	(11,406)	-18.4%
Itinerant	4,989	4,779	210	4.4%	49,321	42,581	6,740	15.8%
<b>Total Ops</b>	<b>9,987</b>	<b>11,179</b>	<b>(1,192)</b>	<b>-10.7%</b>	<b>99,895</b>	<b>104,561</b>	<b>(4,666)</b>	<b>-4.5%</b>



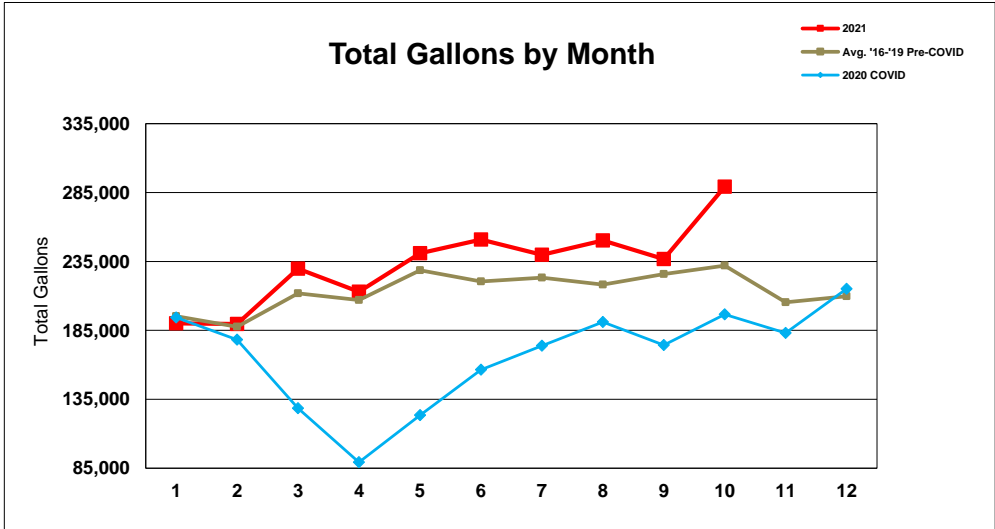
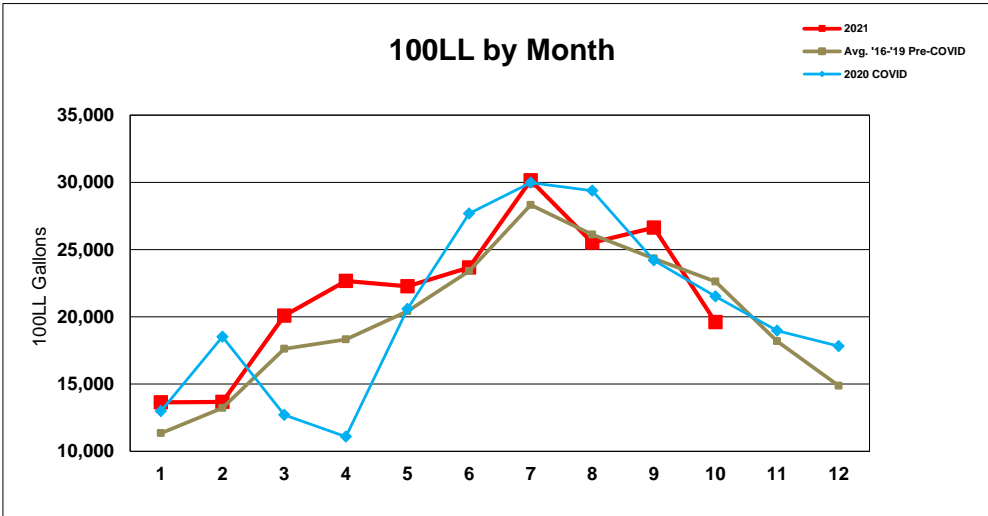
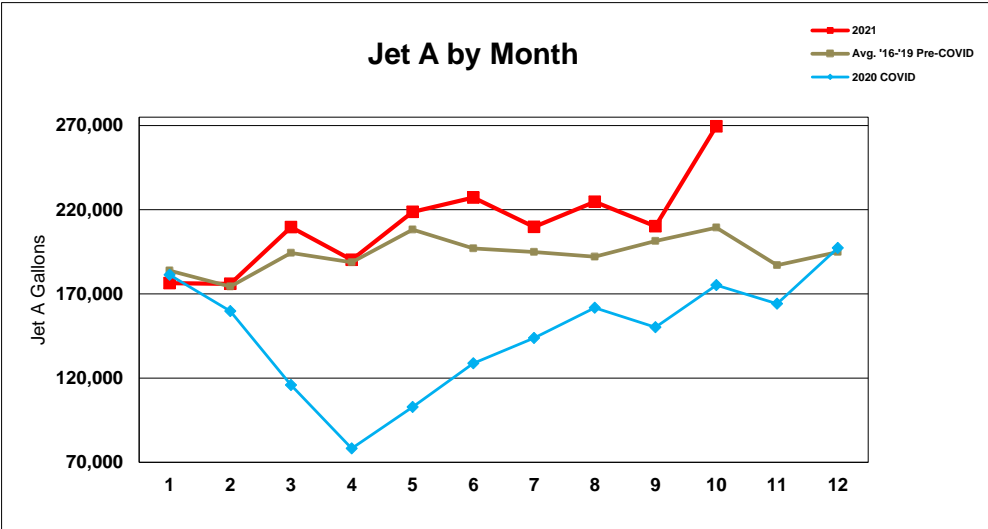


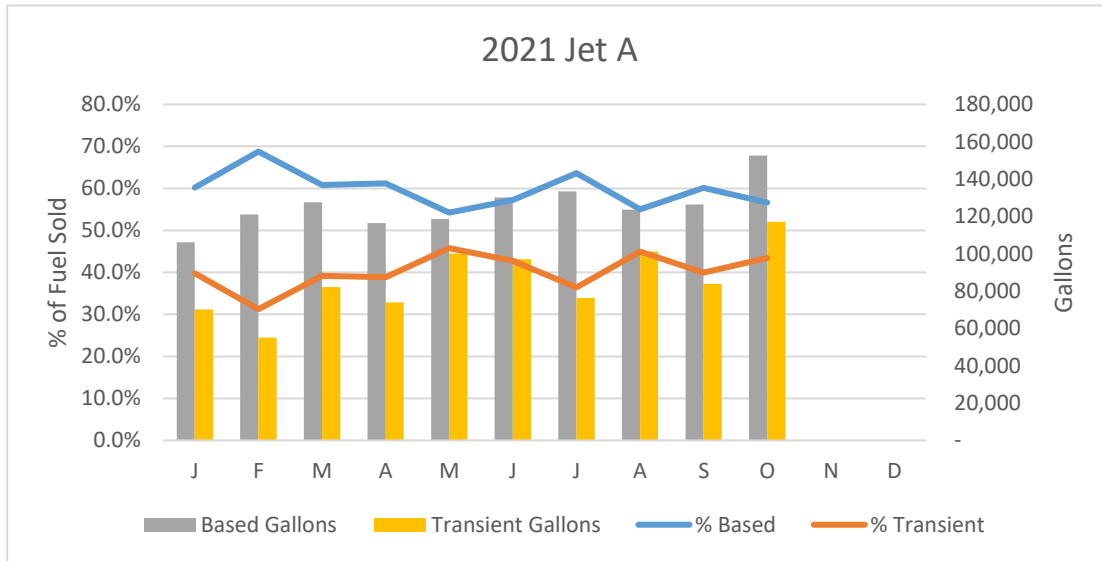
# DUPAGE AIRPORT AUTHORITY

## MONTHLY STATISTICS

September 2021

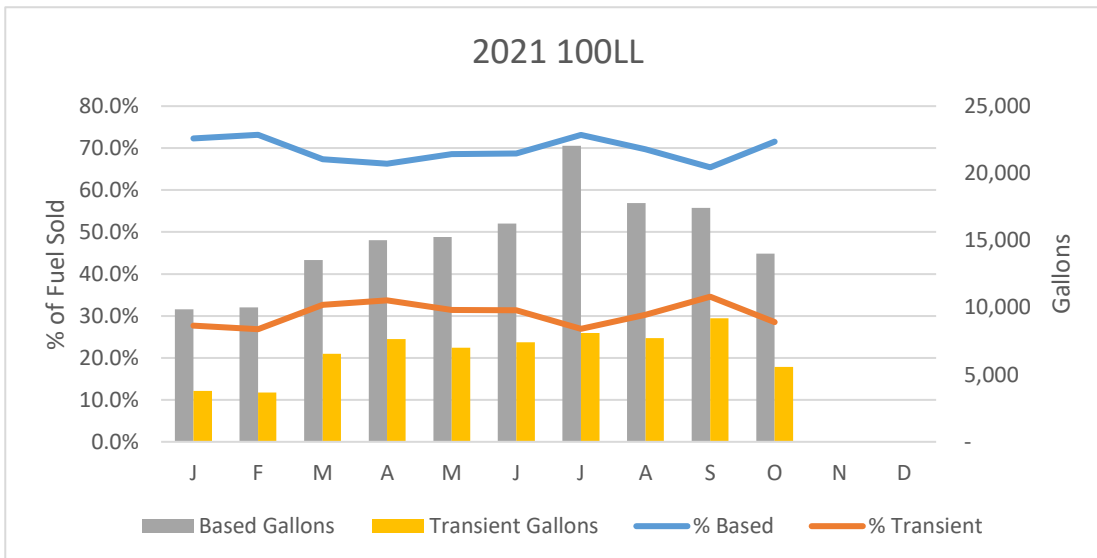
	Sept. '21	Sept. '20	'21 vs. '20	Sept. Percent Change	YTD 2021	YTD 2020	'21 vs. '20	Percent Change
<b>FUEL</b>								
100LL	26,628	24,204	2,424	10.0%	198,318	187,142	11,176	6.0%
Jet A	210,189	150,202	59,987	39.9%	1,842,928	1,222,754	620,174	50.7%
<b>Total Gallons</b>	<b>236,817</b>	<b>174,406</b>	<b>62,411</b>	<b>35.8%</b>	<b>2,041,246</b>	<b>1,409,896</b>	<b>631,350</b>	<b>44.8%</b>
<b>OPERATIONS</b>								
Local	5,734	5,884	(150)	-2.5%	45,576	55,580	(10,004)	-18.0%
Itinerant	5,688	4,845	843	17.4%	44,332	37,802	6,530	17.3%
<b>Total Ops</b>	<b>11,422</b>	<b>10,729</b>	<b>693</b>	<b>6.5%</b>	<b>89,908</b>	<b>93,382</b>	<b>(3,474)</b>	<b>-3.7%</b>
<b>REGIONAL OPS</b>								
	Sept. '21	Sept. '20	'21 vs. '20	Sept. Percent Change	YTD 2021	YTD 2020	'21 vs. '20	Percent Change
DuPAGE	11,422	10,729	693	6.5%	89,908	93,382	(3,474)	-3.7%
Palwaukee	10,510	7,439	3,071	41.3%	75,055	55,836	19,219	34.4%
Aurora	7,145	6,742	403	6.0%	59,260	52,804	6,456	12.2%
Waukegan	4,881	4,353	528	12.1%	42,409	33,560	8,849	26.4%
State of Illinois	180,284	132,119	48,165	36.5%	1,294,125	1,037,304	256,821	24.8%
Teterboro	13,638	7,112	6,526	91.8%	98,836	63,705	35,131	55.1%
Van Nuys	24,314	21,011	3,303	15.7%	222,833	164,644	58,189	35.3%
Centennial	27,099	35,864	(8,765)	-24.4%	293,905	249,409	44,496	17.8%
<b>Local OPS</b>								
DuPAGE	5,734	5,884	(150)	-2.5%	45,576	55,580	(10,004)	-18.0%
Palwaukee	3,297	2,204	1,093	49.6%	21,524	18,249	3,275	17.9%
Aurora	3,602	3,892	(290)	-7.5%	34,017	31,038	2,979	9.6%
Waukegan	1,702	1,657	45	2.7%	15,471	12,196	3,275	26.9%
State of Illinois	46,422	37,080	9,342	25.2%	316,226	241,964	74,262	30.7%
Teterboro	0	0	0		0	0	0	
Van Nuys	10,050	8,799	1,251	14.2%	95,461	66,441	29,020	43.7%
Centennial	13,556	18,876	(5,320)	-28.2%	166,408	126,064	40,344	32.0%
<b>Itinerant OPS</b>								
DuPAGE	5,688	4,845	843	17.4%	44,332	37,802	6,530	17.3%
Palwaukee	7,213	5,235	1,978	37.8%	53,531	37,587	15,944	42.4%
Aurora	3,543	2,850	693	24.3%	25,243	21,766	3,477	16.0%
Waukegan	3,179	2,696	483	17.9%	26,938	21,364	5,574	26.1%
State of Illinois	133,862	95,039	38,823	40.8%	977,899	795,340	182,559	23.0%
Teterboro	13,638	7,112	6,526	91.8%	98,836	63,705	35,131	55.1%
Van Nuys	14,264	12,212	2,052	16.8%	127,372	98,203	29,169	29.7%
Centennial	13,543	16,988	(3,445)	-20.3%	127,497	123,345	4,152	3.4%





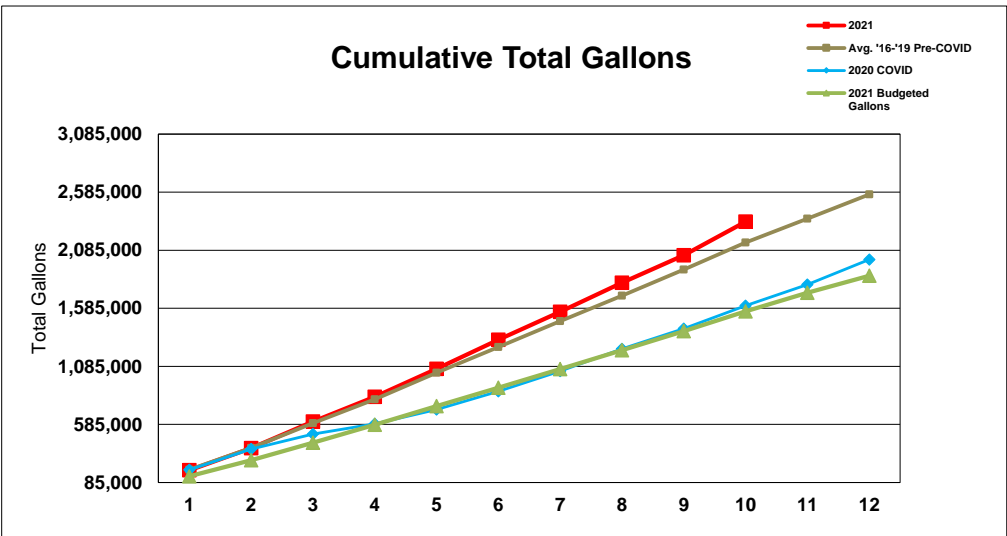
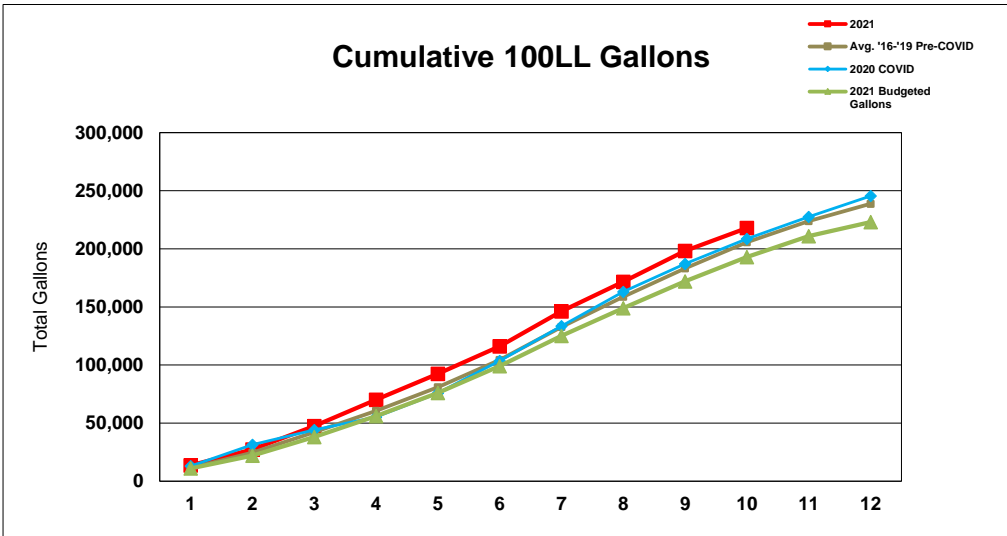
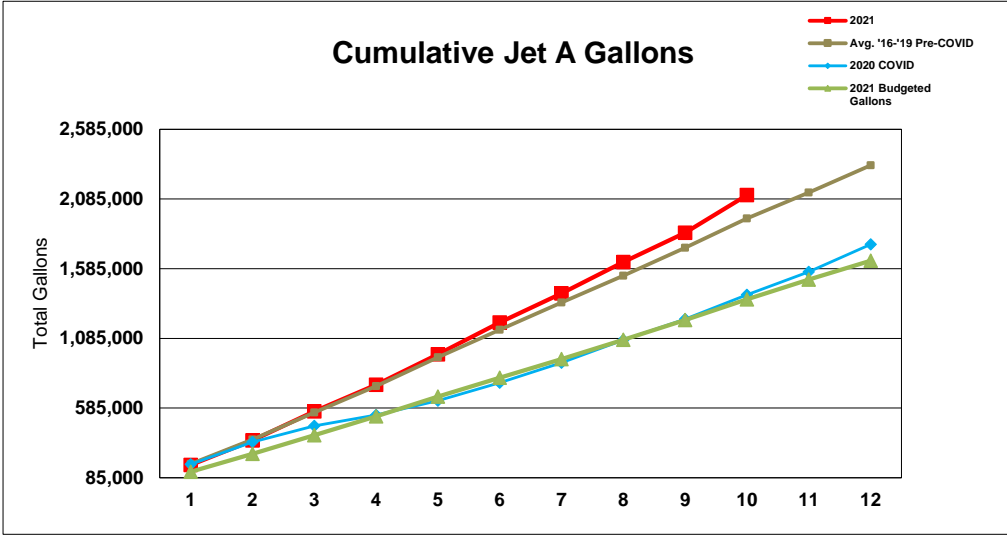
#### Jet A Gallons

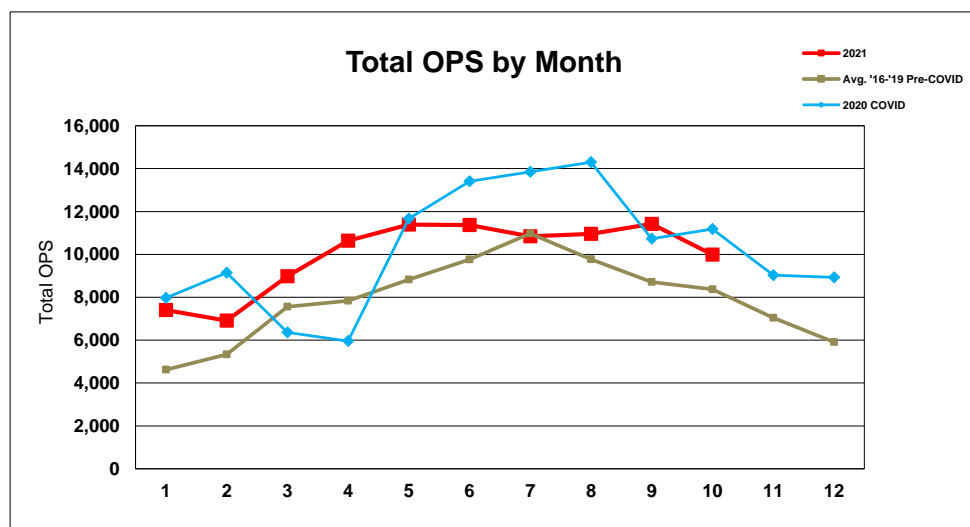
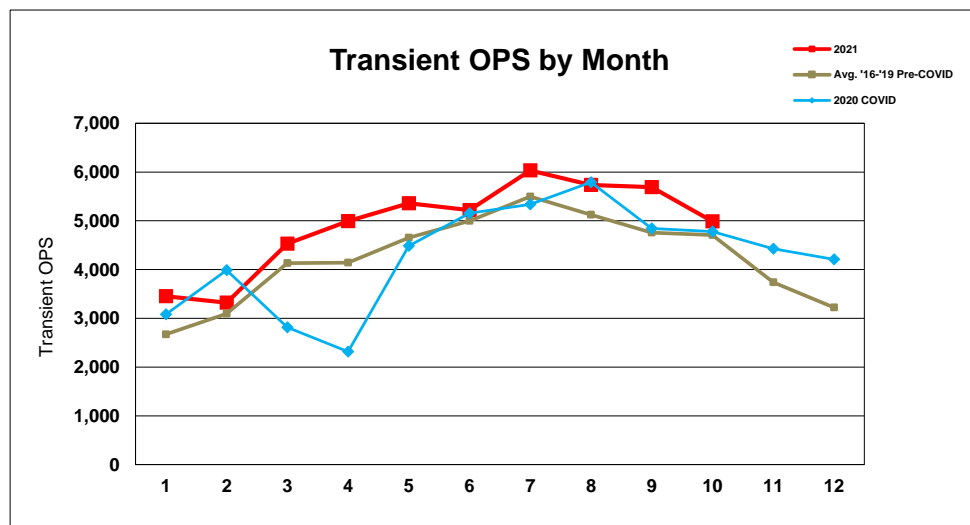
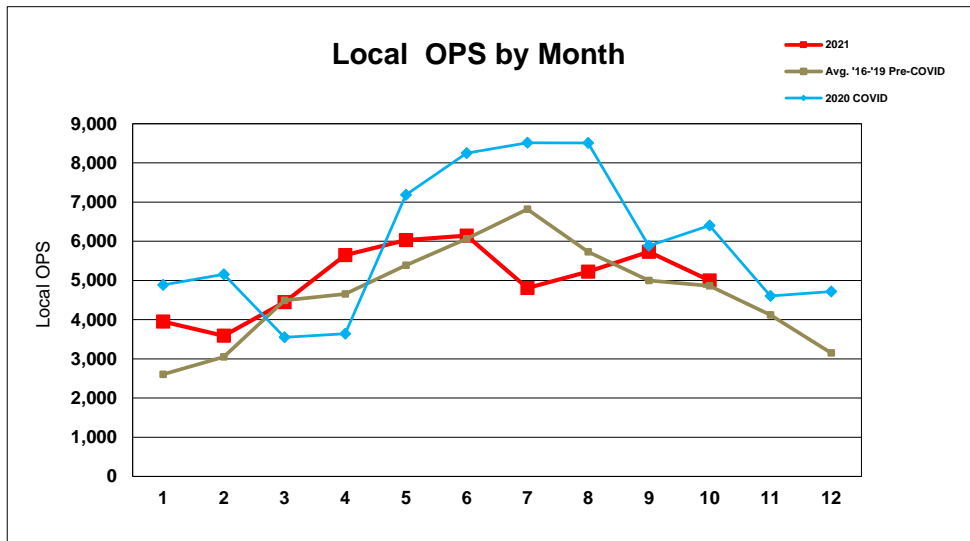
	<u>2020</u>	<u>2021</u>	<u>Change</u>	<u>% Change</u>
Jet Base	904,128	1,255,683	351,555	38.9%
Jet Trans.	493,810	856,848	363,038	73.5%
	<u>1,397,938</u>	<u>2,112,531</u>	<u>714,593</u>	<u>51.1%</u>

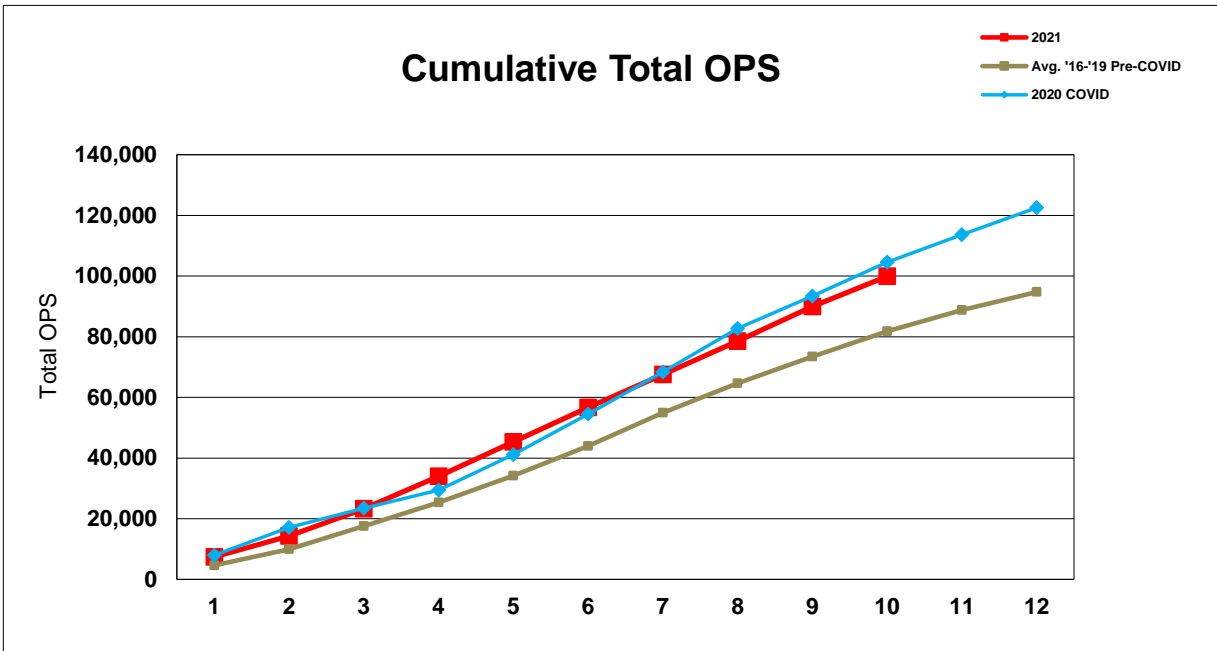


#### 100LL Gallons

	<u>2020</u>	<u>2021</u>	<u>Change</u>	<u>% Change</u>
100LL Base	159,225	151,217	(8,008)	-5.0%
100LL Trans.	49,429	66,697	17,268	34.9%
	<u>208,654</u>	<u>217,914</u>	<u>9,259</u>	<u>4.4%</u>





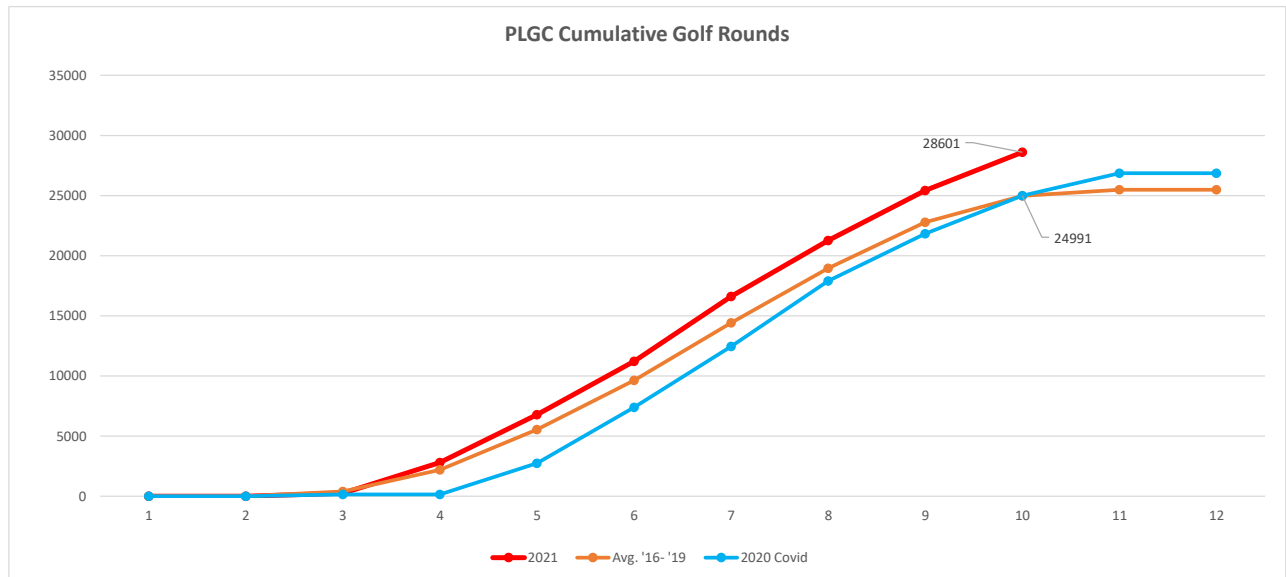
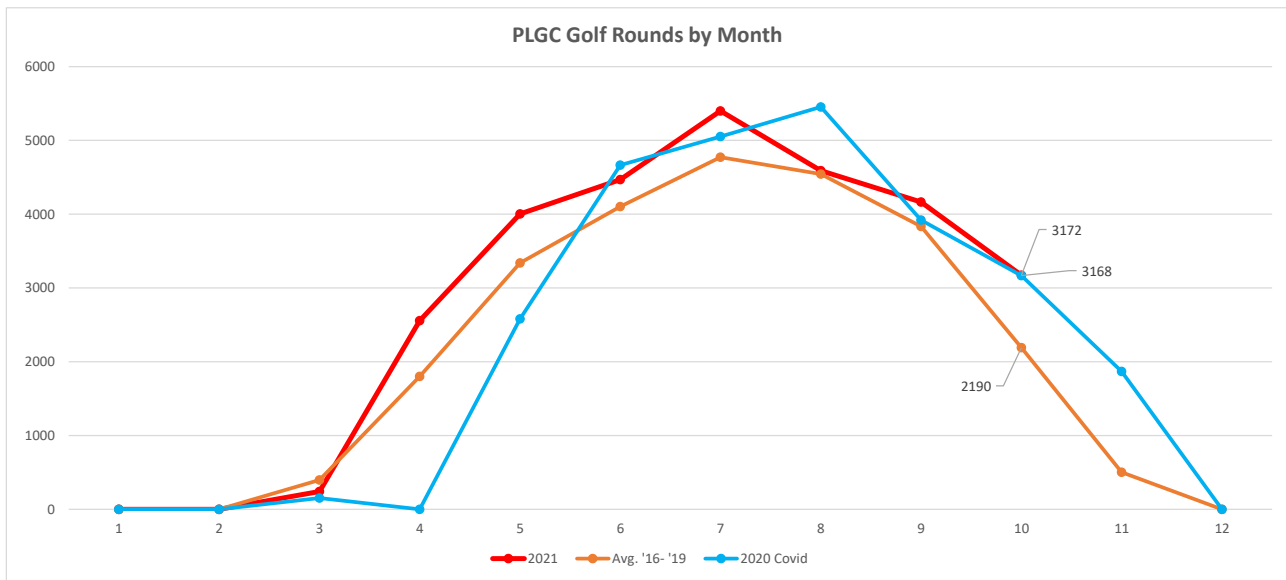




## MONTHLY STATISTICS

**October 2021**

	<u>Oct. '21</u>	<u>Oct. '20</u>	<u>'21 vs. '20</u>	<u>Oct. Percent Change</u>	<u>YTD 2021</u>	<u>YTD 2020</u>	<u>'21 vs. '20</u>	<u>Percent Change</u>
Golf Rounds	3,172	3,168	4	0.1%	28,601	24,991	3,610	14.4%





# DUPAGE AIRPORT AUTHORITY

**10/31/2021**

**FINANCIALS  
PRE-AUDIT  
COMMISSIONERS**



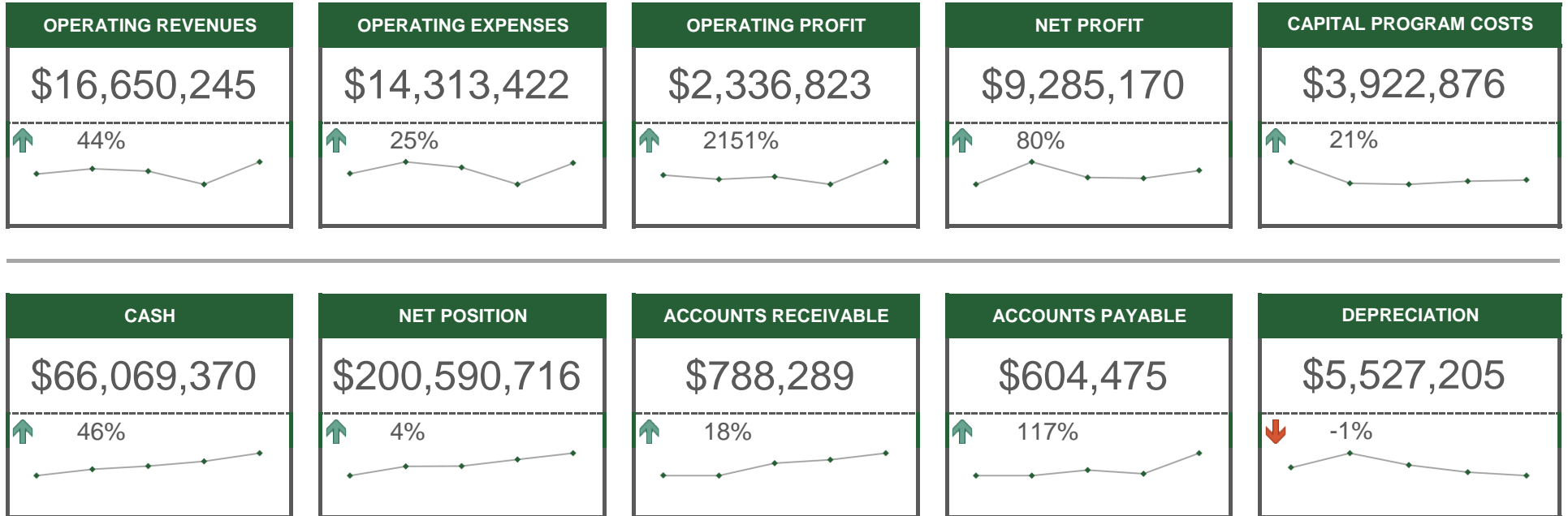
# YTD FINANCIAL SUMMARY

DuPage Airport Authority

October

2021

## KEY METRICS



# YTD SUMMARY - BY OPERATION

DuPage Airport Authority  
YTD October 2021

	AIRPORT			FLIGHT CENTER			PRAIRIE LANDING		
	YTD Budget	YTD Actual	Actual vs. Budget	YTD Budget	YTD Actual	Actual vs. Budget	YTD Budget	YTD Actual	Actual vs. Budget
<b>OPERATING</b>									
Operating Revenues	\$2,944,671	\$3,094,388	\$149,717	\$5,937,716	\$10,914,647	\$4,976,931	\$2,385,500	\$2,641,210	\$255,710
Operating Expenses	\$5,854,573	\$5,236,624	-\$617,949	\$4,523,930	\$7,010,063	\$2,486,133	\$2,037,592	\$2,066,736	\$29,144
<b>Operating Profit</b>	<b>-\$2,909,902</b>	<b>-\$2,142,235</b>	<b>\$767,667</b>	<b>\$1,413,786</b>	<b>\$3,904,584</b>	<b>\$2,490,798</b>	<b>\$347,908</b>	<b>\$574,473</b>	<b>\$226,565</b>
<b>NON-OPERATING</b>									
Non-Operating Revenues	\$13,123,963	\$13,304,679	\$180,716	\$0	\$0	\$0	\$0	\$2,175	\$2,175
Non-Operating Expenses	\$228,400	\$248,434	\$20,034	\$0	\$0	\$0	\$115,000	-\$26,671	-\$141,671
<b>Non-Operating Profit</b>	<b>\$12,895,563</b>	<b>\$13,056,245</b>	<b>\$160,682</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$115,000</b>	<b>\$28,846</b>	<b>\$143,846</b>
<b>Net Profit (Loss) Excluding Depreciation &amp; Major Maintenance</b>	<b>\$9,985,661</b>	<b>\$10,914,010</b>	<b>\$928,349</b>	<b>\$1,413,786</b>	<b>\$3,904,584</b>	<b>\$2,490,798</b>	<b>\$232,908</b>	<b>\$603,319</b>	<b>\$370,411</b>
Depreciation Expense	\$5,977,510	\$5,518,205	-\$459,305	\$6,930	\$6,935	\$5	\$2,070	\$2,065	-\$5
Major Maintenance	\$1,911,000	\$69,017	-\$1,841,983	\$285,000	\$522,101	\$237,101	\$378,920	\$18,420	-\$360,500
Transfers In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net Profit (Loss)</b>	<b>\$2,097,151</b>	<b>\$5,326,788</b>	<b>\$3,229,637</b>	<b>\$1,121,856</b>	<b>\$3,375,549</b>	<b>\$2,253,693</b>	<b>-\$148,082</b>	<b>\$582,833</b>	<b>\$730,915</b>

# YTD SUMMARY - TOTAL OPERATIONS

## DuPage Airport Authority YTD October 2021

	YTD Budget	YTD Actual	Actual vs. Budget
<b><u>OPERATING</u></b>			
Operating Revenues	\$11,267,887	\$16,650,245	\$5,382,358
Operating Expenses	\$12,416,095	\$14,313,422	\$1,897,327
Operating Profit	-\$1,148,208	\$2,336,823	\$3,485,031
<b><u>NON-OPERATING REVENUES</u></b>			
Miscellaneous Taxes	\$57,855	\$99,020	\$41,165
Property Taxes/Abatements	\$5,914,321	\$5,992,306	\$77,985
Federal & State Grants	\$3,659,254	\$525,507	-\$3,133,747
Investment Income	\$64,700	\$62,732	-\$1,968
Unrealized Gain (Loss) from Investments	\$0	\$0	\$0
Gain (Loss) on Sale of Fixed Assets	\$3,427,833	\$6,627,289	\$3,199,456
Total Non-Operating Revenues	\$13,123,963	\$13,306,854	\$182,891
<b><u>NON-OPERATING EXPENSES</u></b>			
Property Tax (DAA)	\$228,400	\$248,434	\$20,034
Property Tax (PLGC)	\$115,000	-\$26,671	-\$141,671
Total Non-Operating Expenses	\$343,400	\$221,763	-\$121,637
Non-Operating Profit	\$12,780,563	\$13,085,091	\$304,528
<b>Net Profit (Loss) Excluding Depreciation &amp; Major Maintenance</b>	<b>\$11,632,355</b>	<b>\$15,421,913</b>	<b>\$3,789,558</b>
Depreciation Expense	\$5,986,510	\$5,527,205	-\$459,305
Major Maintenance	\$2,574,920	\$609,538	-\$1,965,382
<b>Net Profit (Loss)</b>	<b>\$3,070,925</b>	<b>\$9,285,170</b>	<b>\$6,214,245</b>
Total YTD Revenues	\$24,391,850	\$29,957,099	\$5,565,249
Total YTD Expenditures	\$12,759,495	\$14,535,186	\$1,775,691
Capital Development Programs	\$13,794,699	\$3,922,876	-\$9,871,823
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 October 31, 2021**

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**CURRENT ASSETS**

Cash & Cash Equivalents	10,108,065
Cash & Cash Equivalents - Designated	7,358,339
Cash & Cash Equivalents - Restricted	48,602,966
Investments	-
Investments - Restricted	-
Investments - Designated	-
Receivables	
Property Taxes	6,061,752
Accounts	788,289
Accrued Interest	-
Long-term Note Receivable, Current Portion	-
Prepaid Expenses	123,091
Inventories	185,129
	<hr/>
<b>Total Current Assets</b>	<b>73,227,631</b>

**NONCURRENT ASSETS**

Advance to Other Subfunds	-
Long-term Note Receivable, Net of Current Portion	-
Net Pension Asset - IMRF	213,902
	<hr/>
<b>Total Noncurrent Assets</b>	<b>213,902</b>

**Capital Assets**

Not Being Depreciated	63,888,845
Being Depreciated	289,691,310
Less Accumulated Depreciation	(216,825,813)
	<hr/>
<b>Net Capital Assets</b>	<b>136,754,342</b>

**DEFERRED OUTFLOWS OF RESOURCES**

Pension Items - IMRF	650,383
	<hr/>
<b>Total Deferred Outflows of Resources</b>	<b>650,383</b>

<b>Total Noncurrent Assets</b>	<hr/> <b>137,618,627</b>
<b>Total Assets</b>	<hr/> <b>210,846,258</b>

**DUPAGE AIRPORT AUTHORITY  
WEST CHICAGO, ILLINOIS**

**STATEMENT OF NET POSITION**

**For the Period Ended October 31, 2021**

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**CURRENT LIABILITIES**

Accounts Payable	604,475
Retainage Payable	-
Accrued Liabilities	493,862
Compensated Absences, Current Portion	77,282
Customer Deposits and Advances	295,151
Security Deposits	208,042
Unearned Revenue	124,795

**Total Current Liabilities** 1,803,608

**NONCURRENT LIABILITIES**

Unearned Revenue	925,560
Advance from Other Subfunds	-
Net Pension Liability - IMRF	-
Compensated Absences, Net of Current Portion	309,130

**Total Noncurrent Liabilities** 1,234,690

**Total Liabilities** 3,038,298

**DEFERRED INFLOWS OF RESOURCES**

Deferred Revenue - Property Taxes	6,039,715
Pension Items - IMRF	1,177,528

**Total Deferred Inflows of Resources** 7,217,243

**Total Liabilities and  
Deferred Inflows of Resources** 10,255,541

**NET POSITION**

Net Investment in Capital Assets	136,754,342
Restricted for Aeronautical Purposes	48,601,026
Unrestricted	15,235,349

**Total Net Position** 200,590,716

**TOTAL LIABILITIES, DEFERRED INFLOWS  
OF RESOURCES, AND NET POSITION** 210,846,258

**DUPAGE AIRPORT AUTHORITY  
WEST CHICAGO, ILLINOIS**

**STATEMENT OF CASH FLOWS**

**For the Period Ended October 31, 2021**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Receipts from customers and users	16,405,384
Payments to suppliers	(10,320,665)
Payments to and on behalf of employees	(4,939,723)

Net cash from operating activities **1,144,996**

**CASH FLOWS FROM NONCAPITAL  
FINANCING ACTIVITIES**

Non-operating revenues - property taxes	5,992,306
Non-operating revenues - replacement taxes	99,020

Net cash from noncapital financing activities **6,091,327**

**CASH FLOWS FROM CAPITAL AND RELATED  
FINANCING ACTIVITIES**

Grant monies received	60,856
Acquisition and construction of capital assets	5,772,254
Gain (Loss) from sale of capital assets	6,627,289

Net cash from capital and related financing activities **12,460,399**

**CASH FLOWS FROM INVESTING ACTIVITIES**

Net change in investments	3,645,746
Investment income	79,112

Net cash from investing activities **3,724,859**

**NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS** **23,421,581**

**CASH AND CASH EQUIVALENTS, JANUARY 1** **42,647,789**

**CASH AND CASH EQUIVALENTS, OCTOBER 31** **66,069,370**

**PRESENTED AS**

Cash and cash equivalents	17,466,404
Cash and cash equivalents - restricted	48,602,966

Total cash and cash equivalents **66,069,370**

**DUPAGE AIRPORT AUTHORITY  
WEST CHICAGO, ILLINOIS**

**STATEMENT OF CASH FLOWS**

**For the Period Ended October 31, 2021**

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

Operating income (loss)	(4,033,339)
Adjustments to reconcile operating income (loss) to net cash from operating activities	
Depreciation	5,527,205
Miscellaneous income	11,655
Changes in assets and liabilities	
Accounts receivable	(92,261)
Note receivable	-
Prepaid expenses	27,509
Inventories	5,488
Accounts payable	189,206
Accrued liabilities	(278,649)
Compensated absences	(4,384)
Net pension liability - IMRF	-
Pension items - IMRF	-
Customer deposits and advances	(41,338)
Security deposits	(62,099)
Unearned revenue	(103,996)

**NET CASH FROM OPERATING ACTIVITIES**

**1,144,996**

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

Contributions	464,651
Capital asset additions in accounts payable and retainage payable	(1,065,832)
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 October 31, 2021

	Airport Operations	Dupage Flight Center	Prairie Landing Golf Course	Total
<b>OPERATING REVENUES</b>				
Aircraft Storage	2,479,685	356,784	-	2,836,469
Leases, Commissions, Fees	609,720	-	-	609,720
Golf Course Operations	-	-	2,699,428	2,699,428
Line Service	-	10,552,825	-	10,552,825
<b>Total Operating Revenues</b>	<b>3,089,405</b>	<b>10,909,609</b>	<b>2,699,428</b>	<b>16,698,441</b>
<b>OPERATING EXPENSES</b>				
Direct Costs				
Airport Operations	3,598,407	-	-	3,598,407
Golf Course Operations	-	-	1,683,225	1,683,225
Line Service	-	6,212,223	-	6,212,223
General and Administrative				
Salaries and Benefits	1,142,075	1,153,663	146,087	2,441,826
Utilities	-	9,034	64,882	73,915
Office Expense	36,291	39,779	109,138	185,208
Insurance	102,828	90,792	60,035	253,655
Professional Services	140,230	-	12,495	152,725
Postage	6,125	-	3,748	9,873
Real Estate Tax	248,434	-	(26,671)	221,763
Advertising and Promotions	51,031	26,673	65,398	143,101
Miscellaneous	228,654	-	-	228,654
<b>Total Operating Expenses</b>	<b>5,554,075</b>	<b>7,532,163</b>	<b>2,118,337</b>	<b>15,204,575</b>
<b>OPERATING INCOME (LOSS) BEFORE DEPRECIATION</b>	<b>(2,464,670)</b>	<b>3,377,446</b>	<b>581,091</b>	<b>1,493,866</b>
Depreciation	5,518,205	6,935	2,065	5,527,205
<b>OPERATING INCOME (LOSS)</b>	<b>(7,982,875)</b>	<b>3,370,511</b>	<b>579,025</b>	<b>(4,033,339)</b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>				
Property Taxes	5,992,306	-	-	5,992,306
Personal Property Replacement Tax	99,020	-	-	99,020
Investment Income	62,732	-	-	62,732
Miscellaneous Income	4,984	5,038	1,633	11,655
Gain (Loss) on Disposal of Capital Assets	6,625,114	-	2,175	6,627,289
<b>Total Non-Operating Revenues (Expenses)</b>	<b>12,784,156</b>	<b>5,038</b>	<b>3,808</b>	<b>12,793,002</b>
<b>INCOME (LOSS) BEFORE CONTRIBUTIONS &amp; TRANSFERS</b>	<b>4,801,281</b>	<b>3,375,549</b>	<b>582,833</b>	<b>8,759,663</b>
Contributions	525,507	-	-	525,507
Transfers In (Out)	-	-	-	-
<b>CHANGE IN NET POSITION</b>	<b>5,326,788</b>	<b>3,375,549</b>	<b>582,833</b>	<b>9,285,170</b>
<b>NET POSITION, JANUARY 1</b>	<b>168,505,808</b>	<b>24,260,425</b>	<b>(1,460,687)</b>	<b>191,305,546</b>
<b>NET POSITION, OCTOBER 31</b>	<b>173,832,596</b>	<b>27,635,974</b>	<b>(877,854)</b>	<b>200,590,716</b>



## Total DuPage Airport Authority

### STATEMENT OF REVENUES AND EXPENSES

For the Month Ending 10/31/2021

	Month			YTD			2021 Annual Budget	Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance		2021	2020	Variance	2021	2020	Variance
<b>REVENUES</b>													
Airport Operations	\$ 319,800	\$ 286,822	\$ 32,978	\$ 3,094,388	\$ 2,944,671	\$ 149,717	\$ 3,513,804	\$ 319,800	\$ 289,249	\$ 30,551	\$ 3,094,388	\$ 2,927,459	\$ 166,930
Prairie Landing Golf Club	\$ 238,286	\$ 179,250	\$ 59,036	\$ 2,641,210	\$ 2,385,500	\$ 255,710	\$ 2,468,201	\$ 238,286	\$ 193,953	\$ 44,333	\$ 2,641,210	\$ 1,889,759	\$ 751,450
DuPage Flight Center	\$ 1,427,687	\$ 643,295	\$ 784,392	\$ 10,914,647	\$ 5,937,716	\$ 4,976,931	\$ 7,092,386	\$ 1,427,687	\$ 780,941	\$ 646,745	\$ 10,914,647	\$ 6,778,878	\$ 4,135,769
<b>Total Revenues</b>	<b>\$ 1,985,773</b>	<b>\$ 1,109,367</b>	<b>\$ 876,406</b>	<b>\$ 16,650,245</b>	<b>\$ 11,267,887</b>	<b>\$ 5,382,358</b>	<b>\$ 13,074,391</b>	<b>\$ 1,985,773</b>	<b>\$ 1,264,144</b>	<b>\$ 721,629</b>	<b>\$ 16,650,245</b>	<b>\$ 11,596,096</b>	<b>\$ 5,054,149</b>
<b>OPERATING EXPENSES</b>													
Airport Operations	\$ 347,985	\$ 350,856	\$ (2,871)	\$ 2,919,840	\$ 3,189,445	\$ (269,605)	\$ 3,880,050	\$ 347,985	\$ 322,554	\$ 25,431	\$ 2,919,840	\$ 2,855,648	\$ 64,191
Prairie Landing Golf Club	\$ 229,373	\$ 180,406	\$ 48,967	\$ 1,601,955	\$ 1,594,600	\$ 7,355	\$ 1,798,160	\$ 229,373	\$ 216,959	\$ 12,414	\$ 1,601,955	\$ 1,419,450	\$ 182,505
DuPage Flight Center	\$ 810,337	\$ 331,739	\$ 478,598	\$ 5,652,266	\$ 3,096,255	\$ 2,556,011	\$ 3,697,322	\$ 810,337	\$ 341,445	\$ 468,893	\$ 5,652,266	\$ 3,130,492	\$ 2,521,774
<b>Total Cost of Sales</b>	<b>\$ 1,387,695</b>	<b>\$ 863,001</b>	<b>\$ 524,694</b>	<b>\$ 10,174,061</b>	<b>\$ 7,880,300</b>	<b>\$ 2,293,761</b>	<b>\$ 9,375,532</b>	<b>\$ 1,387,695</b>	<b>\$ 880,957</b>	<b>\$ 506,737</b>	<b>\$ 10,174,061</b>	<b>\$ 7,405,590</b>	<b>\$ 2,768,471</b>
<b>Gross Profit/(Loss)</b>	<b>\$ 598,079</b>	<b>\$ 246,366</b>	<b>\$ 351,713</b>	<b>\$ 6,476,184</b>	<b>\$ 3,387,587</b>	<b>\$ 3,088,597</b>	<b>\$ 3,698,859</b>	<b>\$ 598,079</b>	<b>\$ 383,187</b>	<b>\$ 214,892</b>	<b>\$ 6,476,184</b>	<b>\$ 4,190,506</b>	<b>\$ 2,285,678</b>
<b>GENERAL AND ADMINISTRATIVE</b>													
Airport Operations	\$ 209,759	\$ 296,103	\$ (86,344)	\$ 2,316,784	\$ 2,665,128	\$ (348,344)	\$ 3,217,373	\$ 209,759	\$ 269,446	\$ (59,687)	\$ 2,316,784	\$ 2,406,462	\$ (89,678)
Prairie Landing Golf Club	\$ 59,121	\$ 49,952	\$ 9,169	\$ 464,782	\$ 442,992	\$ 21,790	\$ 525,064	\$ 59,121	\$ 23,436	\$ 35,685	\$ 464,782	\$ 354,225	\$ 110,556
DuPage Flight Center	\$ 171,432	\$ 174,233	\$ (2,801)	\$ 1,357,796	\$ 1,427,675	\$ (69,879)	\$ 1,748,207	\$ 171,432	\$ 160,210	\$ 11,221	\$ 1,357,796	\$ 1,326,008	\$ 31,788
<b>Total G&amp;A Costs</b>	<b>\$ 440,311</b>	<b>\$ 520,288</b>	<b>\$ (79,977)</b>	<b>\$ 4,139,362</b>	<b>\$ 4,535,795</b>	<b>\$ (396,433)</b>	<b>\$ 5,490,644</b>	<b>\$ 440,311</b>	<b>\$ 453,093</b>	<b>\$ (12,782)</b>	<b>\$ 4,139,362</b>	<b>\$ 4,086,695</b>	<b>\$ 52,667</b>
<b>Operating Income/(Loss)</b>	<b>\$ 157,768</b>	<b>\$ (273,922)</b>	<b>\$ 431,690</b>	<b>\$ 2,336,823</b>	<b>\$ (1,148,208)</b>	<b>\$ 3,485,031</b>	<b>\$ (1,791,785)</b>	<b>\$ 157,768</b>	<b>\$ (69,906)</b>	<b>\$ 227,674</b>	<b>\$ 2,336,823</b>	<b>\$ 103,811</b>	<b>\$ 2,233,012</b>
<b>NON-OPERATING REVENUES/(EXPENSES)</b>													
Property and Other Tax Revenue	\$ 101,101	\$ 147,252	\$ (46,151)	\$ 6,091,327	\$ 5,972,176	\$ 119,151	\$ 6,092,400	\$ 101,101	\$ 182,090	\$ (80,989)	\$ 6,091,327	\$ 4,688,564	\$ 1,402,763
Property Tax Expenses	\$ (29,207)	\$ (34,340)	\$ 5,133	\$ (221,763)	\$ (343,400)	\$ 121,637	\$ (412,080)	\$ (29,207)	\$ (46,598)	\$ 17,391	\$ (221,763)	\$ (388,148)	\$ 166,385
Federal & State Grants	\$ 28,870	\$ 629,133	\$ (600,263)	\$ 525,507	\$ 3,659,254	\$ (3,133,747)	\$ 6,175,785	\$ 28,870	\$ -	\$ 28,870	\$ 525,507	\$ 284,769	\$ 240,738
Investment Income	\$ 2,363	\$ 4,500	\$ (2,137)	\$ 62,732	\$ 64,700	\$ (1,968)	\$ 73,700	\$ 2,363	\$ 13,867	\$ (11,504)	\$ 62,732	\$ 273,717	\$ (210,986)
Unrealized Gain/Loss from Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ (15,959)	\$ 2,500	\$ (18,459)	\$ 6,627,289	\$ 3,427,833	\$ 3,199,456	\$ 3,432,833	\$ (15,959)	\$ 1,944,852	\$ (1,960,811)	\$ 6,627,289	\$ 6,087,691	\$ 539,598
<b>Total Non-Operating Revenues/(Expenses)</b>	<b>\$ 87,168</b>	<b>\$ 749,045</b>	<b>\$ (661,877)</b>	<b>\$ 13,085,091</b>	<b>\$ 12,780,563</b>	<b>\$ 304,528</b>	<b>\$ 15,362,638</b>	<b>\$ 87,168</b>	<b>\$ 2,094,211</b>	<b>\$ (2,007,043)</b>	<b>\$ 13,085,091</b>	<b>\$ 10,946,593</b>	<b>\$ 2,138,498</b>
<b>Net Income/(Loss) before Depreciation</b>	<b>\$ 244,935</b>	<b>\$ 475,123</b>	<b>\$ (230,188)</b>	<b>\$ 15,421,913</b>	<b>\$ 11,632,355</b>	<b>\$ 3,789,558</b>	<b>\$ 13,570,853</b>	<b>\$ 244,935</b>	<b>\$ 2,024,305</b>	<b>\$ (1,779,369)</b>	<b>\$ 15,421,913</b>	<b>\$ 11,050,404</b>	<b>\$ 4,371,509</b>
Depreciation	\$ 543,371	\$ 598,651	\$ (55,280)	\$ 5,527,205	\$ 5,986,510	\$ (459,305)	\$ 7,183,812	\$ 543,371	\$ 555,982	\$ (12,611)	\$ 5,527,205	\$ 5,577,446	\$ (50,240)
<b>Net Income/(Loss) after Depreciation</b>	<b>\$ (298,436)</b>	<b>\$ (123,528)</b>	<b>\$ (174,908)</b>	<b>\$ 9,894,708</b>	<b>\$ 5,645,845</b>	<b>\$ 4,248,863</b>	<b>\$ 6,387,041</b>	<b>\$ (298,436)</b>	<b>\$ 1,468,323</b>	<b>\$ (1,766,759)</b>	<b>\$ 9,894,708</b>	<b>\$ 5,472,958</b>	<b>\$ 4,421,750</b>
Major Maintenance	\$ 16,714	\$ 16,000	\$ 714	\$ 609,538	\$ 2,574,920	\$ (1,965,382)	\$ 2,638,920	\$ 16,714	\$ 17,703	\$ (990)	\$ 609,538	\$ 314,923	\$ 294,615
Engineering Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Net Income/(Loss)</b>	<b>\$ (315,149)</b>	<b>\$ (139,528)</b>	<b>\$ (175,621)</b>	<b>\$ 9,285,170</b>	<b>\$ 3,070,925</b>	<b>\$ 6,214,245</b>	<b>\$ 3,748,121</b>	<b>\$ (315,149)</b>	<b>\$ 1,450,620</b>	<b>\$ (1,765,769)</b>	<b>\$ 9,285,170</b>	<b>\$ 5,158,035</b>	<b>\$ 4,127,135</b>

## Airport and Administration

### STATEMENT OF REVENUES AND EXPENSES

For the Month Ending 10/31/2021

	Month			YTD			2021 Annual Budget	Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance		2021	2020	Variance	2021	2020	Variance
<b>REVENUES</b>													
Administrative	\$ 11,073	\$ 12,903	\$ (1,830)	\$ 98,502	\$ 125,555	\$ (27,053)	\$ 150,561	\$ 11,073	\$ 3,060	\$ 8,014	\$ 98,502	\$ 83,387	\$ 15,115
Field Operations	\$ 33,515	\$ 26,972	\$ 6,543	\$ 413,891	\$ 360,499	\$ 53,392	\$ 410,732	\$ 33,515	\$ 27,180	\$ 6,335	\$ 413,891	\$ 359,700	\$ 54,192
Field Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Building Operations	\$ 257,611	\$ 230,718	\$ 26,893	\$ 2,408,995	\$ 2,296,327	\$ 112,668	\$ 2,757,763	\$ 257,611	\$ 242,858	\$ 14,753	\$ 2,408,995	\$ 2,347,358	\$ 61,637
Flight Center	\$ 17,601	\$ 16,229	\$ 1,372	\$ 173,000	\$ 162,290	\$ 10,710	\$ 194,748	\$ 17,601	\$ 16,151	\$ 1,450	\$ 173,000	\$ 137,014	\$ 35,986
<b>Total Revenues</b>	<b>\$ 319,800</b>	<b>\$ 286,822</b>	<b>\$ 32,978</b>	<b>\$ 3,094,388</b>	<b>\$ 2,944,671</b>	<b>\$ 149,717</b>	<b>\$3,513,804</b>	<b>\$ 319,800</b>	<b>\$ 289,249</b>	<b>\$ 30,551</b>	<b>\$ 3,094,388</b>	<b>\$ 2,927,459</b>	<b>\$ 166,930</b>
<b>OPERATING EXPENSES</b>													
Field Operations	\$ 163,511	\$ 172,046	\$ (8,535)	\$ 1,400,314	\$ 1,558,470	\$ (158,156)	\$ 1,884,453	\$ 163,511	\$ 158,587	\$ 4,925	\$ 1,400,314	\$ 1,380,453	\$ 19,862
Building Operations	\$ 103,322	\$ 96,189	\$ 7,133	\$ 825,471	\$ 902,961	\$ (77,490)	\$ 1,100,435	\$ 103,322	\$ 81,646	\$ 21,676	\$ 825,471	\$ 716,775	\$ 108,696
Flight Center	\$ 21,911	\$ 22,498	\$ (587)	\$ 211,348	\$ 241,280	\$ (29,932)	\$ 296,976	\$ 21,911	\$ 16,898	\$ 5,013	\$ 211,348	\$ 185,928	\$ 25,421
Shop Equip. Operations	\$ 32,830	\$ 32,672	\$ 158	\$ 288,277	\$ 284,384	\$ 3,893	\$ 345,314	\$ 32,830	\$ 40,001	\$ (7,170)	\$ 288,277	\$ 346,542	\$ (58,264)
Projects & Procurement	\$ 26,410	\$ 27,451	\$ (1,041)	\$ 194,428	\$ 202,350	\$ (7,922)	\$ 252,872	\$ 26,410	\$ 25,422	\$ 988	\$ 194,428	\$ 225,951	\$ (31,523)
<b>Total Cost of Sales</b>	<b>\$ 347,985</b>	<b>\$ 350,856</b>	<b>\$ (2,871)</b>	<b>\$ 2,919,840</b>	<b>\$ 3,189,445</b>	<b>\$ (269,605)</b>	<b>\$3,880,050</b>	<b>\$ 347,985</b>	<b>\$ 322,554</b>	<b>\$ 25,431</b>	<b>\$ 2,919,840</b>	<b>\$ 2,855,648</b>	<b>\$ 64,191</b>
<b>Gross Profit/(Loss)</b>	<b>\$ (28,184)</b>	<b>\$ (64,034)</b>	<b>\$ 35,850</b>	<b>\$ 174,549</b>	<b>\$ (244,774)</b>	<b>\$ 419,323</b>	<b>-\$366,246</b>	<b>\$ (28,184)</b>	<b>\$ (33,305)</b>	<b>\$ 5,120</b>	<b>\$ 174,549</b>	<b>\$ 71,810</b>	<b>\$ 102,738</b>
<b>GENERAL AND ADMINISTRATIVE</b>													
Administrative	\$ 183,175	\$ 246,190	\$ (63,015)	\$ 1,942,680	\$ 2,224,021	\$ (281,341)	\$ 2,688,136	\$ 183,175	\$ 216,544	\$ (33,369)	\$ 1,942,680	\$ 2,008,967	\$ (66,288)
Commissioners	\$ 8,580	\$ 8,832	\$ (252)	\$ 89,137	\$ 88,320	\$ 817	\$ 105,984	\$ 8,580	\$ 8,642	\$ (62)	\$ 89,137	\$ 87,368	\$ 1,769
Business Dev./Marketing	\$ (9,679)	\$ 6,650	\$ (16,329)	\$ 46,055	\$ 85,550	\$ (39,495)	\$ 95,850	\$ (9,679)	\$ 16,447	\$ (26,126)	\$ 46,055	\$ 53,064	\$ (7,009)
Accounting	\$ 27,683	\$ 34,431	\$ (6,748)	\$ 238,912	\$ 267,237	\$ (28,325)	\$ 327,403	\$ 27,683	\$ 27,813	\$ (130)	\$ 238,912	\$ 257,063	\$ (18,151)
<b>Total G&amp;A Costs</b>	<b>\$ 209,759</b>	<b>\$ 296,103</b>	<b>\$ (86,344)</b>	<b>\$ 2,316,784</b>	<b>\$ 2,665,128</b>	<b>\$ (348,344)</b>	<b>\$3,217,373</b>	<b>\$ 209,759</b>	<b>\$ 269,446</b>	<b>\$ (59,687)</b>	<b>\$ 2,316,784</b>	<b>\$ 2,406,462</b>	<b>\$ (89,678)</b>
<b>Operating Income/(Loss)</b>	<b>\$ (237,943)</b>	<b>\$ (360,137)</b>	<b>\$ 122,194</b>	<b>\$ (2,142,235)</b>	<b>\$ (2,909,902)</b>	<b>\$ 767,667</b>	<b>(\$3,583,619)</b>	<b>\$ (237,943)</b>	<b>\$ (302,751)</b>	<b>\$ 64,808</b>	<b>\$ (2,142,235)</b>	<b>\$ (2,334,651)</b>	<b>\$ 192,416</b>
<b>NON-OPERATING REVENUES/(EXPENSES)</b>													
Property and Other Tax Revenue	\$ 101,101	\$ 147,252	\$ (46,151)	\$ 6,091,327	\$ 5,972,176	\$ 119,151	\$ 6,092,400	\$ 101,101	\$ 182,090	\$ (80,989)	\$ 6,091,327	\$ 4,688,564	\$ 1,402,763
Property Tax Expenses	\$ (24,294)	\$ (22,840)	\$ (1,454)	\$ (248,434)	\$ (228,400)	\$ (20,034)	\$ (274,080)	\$ (24,294)	\$ (35,464)	\$ 11,170	\$ (248,434)	\$ (286,030)	\$ 37,596
Federal & State Grants	\$ 28,870	\$ 629,133	\$ (600,263)	\$ 525,507	\$ 3,659,254	\$ (3,133,747)	\$ 6,175,785	\$ 28,870	\$ -	\$ 28,870	\$ 525,507	\$ 284,769	\$ 240,738
Investment Income	\$ 2,363	\$ 4,500	\$ (2,137)	\$ 62,732	\$ 64,700	\$ (1,968)	\$ 73,700	\$ 2,363	\$ 13,867	\$ (11,504)	\$ 62,732	\$ 273,717	\$ (210,986)
Unrealized Gain/Loss from Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ (15,959)	\$ 2,500	\$ (18,459)	\$ 6,625,114	\$ 3,427,833	\$ 3,197,281	\$ 3,432,833	\$ (15,959)	\$ 1,943,852	\$ (1,959,811)	\$ 6,625,114	\$ 6,073,169	\$ 551,945
<b>Total Non-Operating Revenues/(Expenses)</b>	<b>\$ 92,081</b>	<b>\$ 760,545</b>	<b>\$ (668,464)</b>	<b>\$ 13,056,245</b>	<b>\$ 12,895,563</b>	<b>\$ 160,682</b>	<b>\$15,500,638</b>	<b>\$ 92,081</b>	<b>\$ 2,104,345</b>	<b>\$ (2,012,264)</b>	<b>\$ 13,056,245</b>	<b>\$ 11,034,189</b>	<b>\$ 2,022,056</b>
<b>Net Income/(Loss) before Depreciation</b>	<b>\$ (145,862)</b>	<b>\$ 400,408</b>	<b>\$ (546,270)</b>	<b>\$ 10,914,010</b>	<b>\$ 9,985,661</b>	<b>\$ 928,349</b>	<b>\$11,917,019</b>	<b>\$ (145,862)</b>	<b>\$ 1,801,594</b>	<b>\$ (1,947,456)</b>	<b>\$ 10,914,010</b>	<b>\$ 8,699,538</b>	<b>\$ 2,214,472</b>
Depreciation	\$ 542,471	\$ 597,751	\$ (55,280)	\$ 5,518,205	\$ 5,977,510	\$ (459,305)	\$ 7,173,012	\$ 542,471	\$ 554,694	\$ (12,223)	\$ 5,518,205	\$ 5,564,571	\$ (46,366)
<b>Net Income/(Loss) after Depreciation</b>	<b>\$ (688,333)</b>	<b>\$ (197,343)</b>	<b>\$ (490,990)</b>	<b>\$ 5,395,805</b>	<b>\$ 4,008,151</b>	<b>\$ 1,387,654</b>	<b>\$4,744,007</b>	<b>\$ (688,333)</b>	<b>\$ 1,246,900</b>	<b>\$ (1,935,233)</b>	<b>\$ 5,395,805</b>	<b>\$ 3,134,966</b>	<b>\$ 2,260,838</b>
Major Maintenance	\$ -	\$ 16,000	\$ (16,000)	\$ 69,017	\$ 1,911,000	\$ (1,841,983)	\$1,975,000	\$ -	\$ 17,703	\$ (17,703)	\$ 69,017	\$ 298,281	\$ (229,264)
Engineering Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Net Income/(Loss)</b>	<b>\$ (688,333)</b>	<b>\$ (213,343)</b>	<b>\$ (474,990)</b>	<b>\$ 5,326,788</b>	<b>\$ 2,097,151</b>	<b>\$ 3,229,637</b>	<b>\$2,769,007</b>	<b>\$ (688,333)</b>	<b>\$ 1,229,197</b>	<b>\$ (1,917,529)</b>	<b>\$ 5,326,788</b>	<b>\$ 2,836,685</b>	<b>\$ 2,490,102</b>

## DuPage Flight Center

### STATEMENT OF REVENUES AND EXPENSES

For the Month Ending 10/31/2021

	Month			YTD			2021 Annual Budget	Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance		2021	2020	Variance	2021	2020	Variance
	<b>REVENUES</b>												
Hangar Rentals	\$ 23,484	\$ 35,417	\$ (11,933)	\$ 356,784	\$ 354,170	\$ 2,614	\$ 425,004	\$ 23,484	\$ 36,389	\$ (12,905)	\$ 356,784	\$ 384,067	\$ (27,283)
Ramp Tie Downs & Overnight fees	\$ 3,612	\$ 1,939	\$ 1,673	\$ 32,760	\$ 19,390	\$ 13,370	\$ 23,268	\$ 3,612	\$ 2,059	\$ 1,553	\$ 32,760	\$ 16,259	\$ 16,501
Fuel and Oil Sales	\$ 1,394,681	\$ 603,365	\$ 791,316	\$ 10,442,824	\$ 5,538,416	\$ 4,904,408	\$ 6,613,226	\$ 1,394,681	\$ 737,015	\$ 657,666	\$ 10,442,824	\$ 6,318,653	\$ 4,124,172
Volume Rebate	\$ -	\$ (2,917)	\$ 2,917	\$ -	\$ (29,170)	\$ 29,170	\$ (35,004)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Line Service Other	\$ 4,661	\$ 4,167	\$ 494	\$ 70,698	\$ 41,670	\$ 29,028	\$ 50,004	\$ 4,661	\$ 4,945	\$ (285)	\$ 70,698	\$ 50,109	\$ 20,589
Aircraft Catering	\$ 549	\$ 833	\$ (284)	\$ 6,543	\$ 8,330	\$ (1,787)	\$ 9,996	\$ 549	\$ 103	\$ 446	\$ 6,543	\$ 5,695	\$ 848
Non Airfield Rent/Lease/Maintenance Revenue	\$ 700	\$ 491	\$ 209	\$ 5,038	\$ 4,910	\$ 128	\$ 5,892	\$ 700	\$ 430	\$ 270	\$ 5,038	\$ 4,095	\$ 943
<b>Total Revenue</b>	<b>\$ 1,427,687</b>	<b>\$ 643,295</b>	<b>\$ 784,392</b>	<b>\$ 10,914,647</b>	<b>\$ 5,937,716</b>	<b>\$ 4,976,931</b>	<b>\$ 7,092,386</b>	<b>\$ 1,427,687</b>	<b>\$ 780,941</b>	<b>\$ 646,745</b>	<b>\$ 10,914,647</b>	<b>\$ 6,778,878</b>	<b>\$ 4,135,769</b>
<b>OPERATING EXPENSES</b>													
Fuel and Oil Cost of Sales	\$ 762,138	\$ 297,803	\$ 464,335	\$ 5,251,908	\$ 2,734,895	\$ 2,517,013	\$ 3,263,090	\$ 762,138	\$ 300,016	\$ 462,123	\$ 5,251,908	\$ 2,764,316	\$ 2,487,591
De ice Cost of Goods	\$ -	\$ -	\$ -	\$ 4,508	\$ 22,000	\$ (17,492)	\$ 27,000	\$ -	\$ 571	\$ (571)	\$ 4,508	\$ 25,515	\$ (21,007)
Credit Card Expense	\$ 17,428	\$ 6,630	\$ 10,798	\$ 142,432	\$ 66,300	\$ 76,132	\$ 79,560	\$ 17,428	\$ 7,809	\$ 9,619	\$ 142,432	\$ 79,885	\$ 62,546
Food - COGS	\$ 6,958	\$ 7,050	\$ (92)	\$ 66,766	\$ 70,500	\$ (3,734)	\$ 84,600	\$ 6,958	\$ 7,133	\$ (175)	\$ 66,766	\$ 65,399	\$ 1,367
Maintenance	\$ 23,812	\$ 20,256	\$ 3,556	\$ 186,653	\$ 202,560	\$ (15,907)	\$ 243,072	\$ 23,812	\$ 25,915	\$ (2,103)	\$ 186,653	\$ 195,376	\$ (8,723)
<b>Total Cost of Sales</b>	<b>\$ 810,337</b>	<b>\$ 331,739</b>	<b>\$ 478,598</b>	<b>\$ 5,652,266</b>	<b>\$ 3,096,255</b>	<b>\$ 2,556,011</b>	<b>\$ 3,697,322</b>	<b>\$ 810,337</b>	<b>\$ 341,445</b>	<b>\$ 468,893</b>	<b>\$ 5,652,266</b>	<b>\$ 3,130,492</b>	<b>\$ 2,521,774</b>
<b>Gross Profit/(Loss)</b>	<b>\$ 617,350</b>	<b>\$ 311,556</b>	<b>\$ 305,794</b>	<b>\$ 5,262,381</b>	<b>\$ 2,841,461</b>	<b>\$ 2,420,920</b>	<b>\$ 3,395,064</b>	<b>\$ 617,350</b>	<b>\$ 439,497</b>	<b>\$ 177,853</b>	<b>\$ 5,262,381</b>	<b>\$ 3,648,386</b>	<b>\$ 1,613,995</b>
<b>GENERAL AND ADMINISTRATIVE</b>	\$ 171,432	\$ 174,233	\$ (2,801)	\$ 1,357,796	\$ 1,427,675	\$ (69,879)	\$ 1,748,207	\$ 171,432	\$ 160,210	\$ 11,221	\$ 1,357,796	\$ 1,326,008	\$ 31,788
<b>Operating Income/(Loss)</b>	<b>\$ 445,918</b>	<b>\$ 137,323</b>	<b>\$ 308,595</b>	<b>\$ 3,904,584</b>	<b>\$ 1,413,786</b>	<b>\$ 2,490,798</b>	<b>\$ 1,646,857</b>	<b>\$ 445,918</b>	<b>\$ 279,286</b>	<b>\$ 166,632</b>	<b>\$ 3,904,584</b>	<b>\$ 2,322,378</b>	<b>\$ 1,582,207</b>
<b>Net Income/(Loss) before Depreciation</b>	<b>\$ 445,918</b>	<b>\$ 137,323</b>	<b>\$ 308,595</b>	<b>\$ 3,904,584</b>	<b>\$ 1,413,786</b>	<b>\$ 2,490,798</b>	<b>\$ 1,646,857</b>	<b>\$ 445,918</b>	<b>\$ 279,286</b>	<b>\$ 166,632</b>	<b>\$ 3,904,584</b>	<b>\$ 2,322,378</b>	<b>\$ 1,582,207</b>
Depreciation	\$ 693	\$ 693	\$ 0	\$ 6,935	\$ 6,930	\$ 5	\$ 8,316	\$ 693	\$ 693	\$ -	\$ 6,935	\$ 6,935	\$ -
Major Maintenance	\$ 7,228	\$ -	\$ 7,228	\$ 522,101	\$ 285,000	\$ 237,101	\$ 285,000	\$ 7,228	\$ -	\$ 7,228	\$ 522,101	\$ -	\$ 522,101
<b>Net Income/(Loss)</b>	<b>\$ 437,996</b>	<b>\$ 136,630</b>	<b>\$ 301,366</b>	<b>\$ 3,375,549</b>	<b>\$ 1,121,856</b>	<b>\$ 2,253,693</b>	<b>\$ 1,353,541</b>	<b>\$ 437,996</b>	<b>\$ 278,593</b>	<b>\$ 159,403</b>	<b>\$ 3,375,549</b>	<b>\$ 2,315,443</b>	<b>\$ 1,060,106</b>

**Prairie Landing Golf Club**

**STATEMENT OF REVENUES AND EXPENSES**

For the Month Ending 10/31/2021

	Month			YTD			2021 Annual Budget	Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance		2021	2020	Variance	2021	2020	Variance
<b>REVENUES</b>													
P100 - Golf Administration	\$ 197	\$ 300	\$ (103)	\$ 1,633	\$ 3,100	\$ (1,467)	\$ 3,500	\$ 197	\$ 130	\$ 67	\$ 1,633	\$ 2,027	\$ (394)
P300 - Golf Operations	\$ 141,922	\$ 92,200	\$ 49,722	\$ 1,589,081	\$ 1,416,000	\$ 173,081	\$ 1,435,000	\$ 141,922	\$ 155,037	\$ (13,115)	\$ 1,589,081	\$ 1,372,614	\$ 216,467
P400 - Golf Food and Beverage	\$ 40,532	\$ 26,000	\$ 14,532	\$ 386,544	\$ 318,000	\$ 68,544	\$ 324,000	\$ 40,532	\$ 32,322	\$ 8,210	\$ 386,544	\$ 282,564	\$ 103,980
P500 - Golf Banquets	\$ 37,737	\$ 38,050	\$ (313)	\$ 185,624	\$ 325,640	\$ (140,016)	\$ 375,475	\$ 37,737	\$ 2,500	\$ 35,237	\$ 185,624	\$ 31,076	\$ 154,547
P600 - Golf In-house Events	\$ -	\$ 8,400	\$ (8,400)	\$ 16,390	\$ 55,360	\$ (38,970)	\$ 60,626	\$ -	\$ 524	\$ (524)	\$ 16,390	\$ 23,504	\$ (7,114)
P700 - Golf Outings	\$ 16,646	\$ 12,100	\$ 4,546	\$ 453,798	\$ 250,000	\$ 203,798	\$ 250,000	\$ 16,646	\$ 2,804	\$ 13,842	\$ 453,798	\$ 172,588	\$ 281,211
P900 - Kitty Hawk Café	\$ 1,252	\$ 2,200	\$ (948)	\$ 8,139	\$ 17,400	\$ (9,261)	\$ 19,600	\$ 1,252	\$ 636	\$ 616	\$ 8,139	\$ 5,387	\$ 2,752
<b>Total Revenue</b>	<b>\$ 238,286</b>	<b>\$ 179,250</b>	<b>\$ 59,036</b>	<b>\$ 2,641,210</b>	<b>\$ 2,385,500</b>	<b>\$ 255,710</b>	<b>\$ 2,468,201</b>	<b>\$ 238,286</b>	<b>\$ 193,953</b>	<b>\$ 44,333</b>	<b>\$ 2,641,210</b>	<b>\$ 1,889,759</b>	<b>\$ 751,450</b>
<b>OPERATING EXPENSES</b>													
P200 - Golf Maintenance	\$ 104,248	\$ 76,131	\$ 28,117	\$ 679,099	\$ 681,808	\$ (2,709)	\$ 781,993	\$ 104,248	\$ 97,127	\$ 7,121	\$ 679,099	\$ 656,696	\$ 22,403
P300 - Golf Operations	\$ 43,271	\$ 35,438	\$ 7,833	\$ 308,153	\$ 309,633	\$ (1,480)	\$ 335,514	\$ 43,271	\$ 54,412	\$ (11,141)	\$ 308,153	\$ 319,234	\$ (11,082)
P400 - Golf Food and Beverage	\$ 38,617	\$ 21,913	\$ 16,704	\$ 242,854	\$ 207,227	\$ 35,627	\$ 225,361	\$ 38,617	\$ 43,801	\$ (5,184)	\$ 242,854	\$ 285,568	\$ (42,713)
P500 - Golf Banquets	\$ 20,373	\$ 20,188	\$ 185	\$ 152,446	\$ 175,912	\$ (23,466)	\$ 207,031	\$ 20,373	\$ 19,507	\$ 866	\$ 152,446	\$ 117,714	\$ 34,732
P600 - Golf In-house Events	\$ -	\$ 3,047	\$ (3,047)	\$ 6,356	\$ 21,085	\$ (14,729)	\$ 23,149	\$ -	\$ 498	\$ (498)	\$ 6,356	\$ 8,451	\$ (2,095)
P700 - Golf Outings	\$ 2,487	\$ 1,232	\$ 1,255	\$ 56,000	\$ 26,620	\$ 29,380	\$ 26,620	\$ 2,487	\$ 978	\$ 1,510	\$ 56,000	\$ 26,400	\$ 29,601
P800 - Golf Kitchen	\$ 19,123	\$ 20,257	\$ (1,134)	\$ 148,907	\$ 154,915	\$ (6,008)	\$ 178,892	\$ 19,123	\$ -	\$ 19,123	\$ 148,907	\$ -	\$ 148,907
P900 - Kitty Hawk Café	\$ 1,252	\$ 2,200	\$ (948)	\$ 8,139	\$ 17,400	\$ (9,261)	\$ 19,600	\$ 1,252	\$ 636	\$ 616	\$ 8,139	\$ 5,387	\$ 2,752
<b>Total Cost of Sales</b>	<b>\$ 229,373</b>	<b>\$ 180,406</b>	<b>\$ 48,967</b>	<b>\$ 1,601,955</b>	<b>\$ 1,594,600</b>	<b>\$ 7,355</b>	<b>\$ 1,798,160</b>	<b>\$ 229,373</b>	<b>\$ 216,959</b>	<b>\$ 12,414</b>	<b>\$ 1,601,955</b>	<b>\$ 1,419,450</b>	<b>\$ 182,505</b>
<b>Gross Profit/(Loss)</b>	<b>\$ 8,913</b>	<b>\$ (1,156)</b>	<b>\$ 10,069</b>	<b>\$ 1,039,255</b>	<b>\$ 790,900</b>	<b>\$ 248,355</b>	<b>\$ 670,041</b>	<b>\$ 8,913</b>	<b>\$ (23,005)</b>	<b>\$ 31,919</b>	<b>\$ 1,039,255</b>	<b>\$ 470,310</b>	<b>\$ 568,945</b>
<b>GENERAL AND ADMINISTRATIVE</b>	\$ 59,121	\$ 49,952	\$ 9,169	\$ 464,782	\$ 442,992	\$ 21,790	\$ 525,064	\$ 59,121	\$ 23,436	\$ 35,685	\$ 464,782	\$ 354,225	\$ 110,556
<b>Operating Income/(Loss)</b>	<b>\$ (50,208)</b>	<b>\$ (51,108)</b>	<b>\$ 900</b>	<b>\$ 574,473</b>	<b>\$ 347,908</b>	<b>\$ 226,565</b>	<b>\$ 144,977</b>	<b>\$ (50,208)</b>	<b>\$ (46,442)</b>	<b>\$ (3,766)</b>	<b>\$ 574,473</b>	<b>\$ 116,084</b>	<b>\$ 458,389</b>
<b>NON-OPERATING REVENUES/(EXPENSES)</b>													
Property Tax Expenses	\$ (4,913)	\$ (11,500)	\$ 6,587	\$ 26,671	\$ (115,000)	\$ 141,671	\$ (138,000)	\$ (4,913)	\$ (11,134)	\$ 6,221	\$ 26,671	\$ (102,118)	\$ 128,789
Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ 2,175	\$ -	\$ 2,175	\$ -	\$ -	\$ 1,000	\$ (1,000)	\$ 2,175	\$ 14,522	\$ (12,347)
<b>Net Income/(Loss) before Depreciation &amp; Adj.</b>	<b>\$ (55,121)</b>	<b>\$ (62,608)</b>	<b>\$ 7,487</b>	<b>\$ 603,319</b>	<b>\$ 232,908</b>	<b>\$ 370,411</b>	<b>\$ 6,977</b>	<b>\$ (55,121)</b>	<b>\$ (56,576)</b>	<b>\$ 1,455</b>	<b>\$ 603,319</b>	<b>\$ 28,488</b>	<b>\$ 574,831</b>
Depreciation	\$ 207	\$ 207	\$ (0)	\$ 2,065	\$ 2,070	\$ (5)	\$ 2,484	\$ 207	\$ 594	\$ (387)	\$ 2,065	\$ 5,940	\$ (3,874)
Major Maintenance	\$ 9,485	\$ -	\$ 9,485	\$ 18,420	\$ 378,920	\$ (360,500)	\$ 378,920	\$ 9,485	\$ -	\$ 9,485	\$ 18,420	\$ 16,642	\$ 1,778
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Net Income/(Loss)</b>	<b>\$ (64,813)</b>	<b>\$ (62,815)</b>	<b>\$ (1,998)</b>	<b>\$ 582,833</b>	<b>\$ (148,082)</b>	<b>\$ 730,915</b>	<b>\$ (374,427)</b>	<b>\$ (64,813)</b>	<b>\$ (57,170)</b>	<b>\$ (7,643)</b>	<b>\$ 582,833</b>	<b>\$ 5,906</b>	<b>\$ 576,927</b>



## Accounts Receivable Aging Report Over 60 Days Past Due

Customer No.	Customer Name	Current @ 10/31/21	1 to 30 Days Overdue	31 to 60 Days Overdue	61 to 90 Days Overdue	91+ Days Overdue	Total	% of Total
A-TEA01	Travel Express Aviation	-	250.00	-	(8,466.00)	169,755.00	161,539.00	42.62%
A-PEA02	Andrew Pempek	-	-	-	-	86,816.01	86,816.01	22.90%
A-RSA01	RSH Aviation, Inc.	-	3,272.00	3,272.00	-	34,098.48	40,642.48	10.72%
A-61L01	6-1 LLC	-	-	-	-	24,300.00	24,300.00	6.41%
A-MUM02	Matt Mukenschnabl	-	800.00	800.00	-	18,732.02	20,332.02	5.36%
A-AFS01	AVEL FLIGHT SCHOOL, INC.	-	1,040.00	1,040.00	-	13,640.00	15,720.00	4.15%
A-TEA03	TRAVEL EXPRESS MAINTENANCE	-	500.00	500.00	-	11,568.30	12,568.30	3.32%
A-GES01	GENERAL SERVICES ADMIN (GS-05B-1869	-	-	-	-	6,259.16	6,259.16	1.65%
A-GLL01	Glenway Leasing	-	493.00	493.00	-	4,894.13	5,880.13	1.55%
A-HAR04	Raza Haq	-	-	-	-	1,391.81	1,391.81	0.37%
A-DOJ01	JOE DOLLENS	-	79.00	79.00	-	1,231.52	1,389.52	0.37%
A-THS01	Scott Thoman	-	-	-	-	1,288.00	1,288.00	0.34%
A-FSX01	FSX Chicago, LLC	-	-	-	-	887.66	887.66	0.23%
A-GOB01	BROOKS GOTHAM	-	5.00	5.00	-	10.00	20.00	0.01%
A-ZEE02	Zee Enterprise, Inc.	-	-	-	-	9.00	9.00	0.00%
<b>Report Total:</b>		-	<b>6,439.00</b>	<b>6,189.00</b>	<b>(8,466.00)</b>	<b>374,881.09</b>	<b>379,043.09</b>	
<b>Percent of Total:</b>		<b>0.00%</b>	<b>1.70%</b>	<b>1.63%</b>	<b>-2.23%</b>	<b>98.90%</b>	<b>100.00%</b>	



# DUPAGE AIRPORT AUTHORITY

## BOARD OF COMMISSIONERS MEETING/HOLIDAY CALENDAR 2022

### **January**

<b>01/01/22</b>	<b>Saturday</b>	---	<b>DAA HOLIDAY – New Year’s Day</b>	
01/12/22	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
01/19/22	Wednesday	1:30 p.m.	Golf Committee	Flight Center
01/19/22	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
01/19/22	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
<b>01/19/22</b>	<b>Wednesday</b>	<b>3:00 p.m.</b>	<b>Regular/Annual Board Meeting</b>	<b>Flight Center</b>

### **February**

**NO SCHEDULED MEETINGS**

### **March**

03/02/22	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
03/09/22	Wednesday	1:30 p.m.	Golf Committee	Flight Center
03/09/22	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
03/09/22	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
<b>03/09/22</b>	<b>Wednesday</b>	<b>3:00 p.m.</b>	<b>Regular Board</b>	<b>Flight Center</b>

### **April**

**NO SCHEDULED MEETINGS**

### **May**

05/11/22	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
05/18/22	Wednesday	1:30 p.m.	Golf Committee	Flight Center
05/18/22	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
05/18/22	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
<b>05/18/22</b>	<b>Wednesday</b>	<b>3:00 p.m.</b>	<b>Regular Board</b>	<b>Flight Center</b>
<b>05/30/22</b>	<b>Monday</b>	---	<b>DAA HOLIDAY – Memorial Day</b>	

### **June**

06/08/22	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
06/15/22	Wednesday	1:30 p.m.	Golf Committee	Flight Center
06/15/22	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
06/15/22	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
<b>06/15/22</b>	<b>Wednesday</b>	<b>3:00 p.m.</b>	<b>Regular Board</b>	<b>Flight Center</b>

### **July**

**NO SCHEDULED MEETINGS**

<b>07/04/22</b>	<b>Monday</b>	---	<b>DAA Holiday – **Independence Day (Observed)**</b>	
-----------------	---------------	-----	--	--

**August****NO SCHEDULED MEETINGS****September**

<b>09/05/22</b>	<b>Monday</b>	---	<b>DAA Holiday – Labor Day</b>	
09/14/22	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
09/21/22	Wednesday	1:30 p.m.	Golf Committee	Flight Center
09/21/22	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
09/21/22	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
<b>09/21/22</b>	<b>Wednesday</b>	<b>3:00 p.m.</b>	<b>Regular Board</b>	<b>Flight Center</b>

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

11/09/22	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
11/16/22	Wednesday	1:30 p.m.	Golf Committee	Flight Center
11/16/22	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
11/16/22	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
<b>11/16/22</b>	<b>Wednesday</b>	<b>3:00 p.m.</b>	<b>Regular Board</b>	<b>Flight Center</b>
<b>11/24/22</b>	<b>Thursday</b>	---	<b>DAA HOLIDAY – Thanksgiving Day</b>	

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

<b>12/25/22</b>	<b>Sunday</b>	---	<b>Christmas Day</b>	
<b>12/26/22</b>	<b>Monday</b>	---	<b>DAA HOLIDAY – **Christmas Day (Observed)**</b>	

**Address for Meetings:**

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

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



**TO:** Board of Commissioners

**FROM:** Mark Doles  
Executive Director

**RE:** Proposed Ordinance 2021-371; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022

**DATE:** November 11, 2021

---

Staff is pleased to present for your review the Tentative FY'22 DuPage Airport Authority Tentative Operating and Capital Improvements Plan. I would like to acknowledge the extensive work by the entire staff that started in June compiling this plan. The remaining schedule for review and approval is as follows:

- October 28, 2021 Special Finance Committee meeting reviewed the Preliminary FY'22 Operating and Capital Plan. This plan was unanimously forwarded to the Board as the Tentative FY'22 Operating and Capital Improvements Plan to the full Board for review and consideration on November 17, 2021.
- November 17, 2021 FY'22 Tentative Operating and Capital Improvements Plan presented to the Board for consideration
- December 2, 2021 Tentative Date - FY'22 Operating and Capital Improvements Plan submitted to DuPage County Board Chairman
- January 10, 2022 Public Hearing for FY'22 Operating Plan and Capital Improvements Plan
- January 19, 2022 Board approval of Ordinance Adopting FY'22 Budget & Appropriations Ordinance

The impacts of the COVID pandemic on all of our operations continue but are anticipated to lessen in severity for operating revenues for FY'22. Even with 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 the continued investment and protection of valuable assets, this plan shows a possible operating surplus of \$666,849.

However, the Board has planned for and maintained adequate operating reserves in the event pandemic impacts continue or increase in severity.

The net income is anticipated to be approximately \$8.319M.



While staff is hopeful these pandemic impacts will lessen in 2022, this plan anticipates possible impacts to continue while still allowing flexibility to reduce operating expenses and defer capital and major maintenance expenditures should the need arise.

**FY'22 Operating Plan Assumptions**

- Head count increases by five (5) to a total of 70 for FY'22.
- 2% cost of living and 2% merit increase for staff effective in February. Total annualized cost \$131,668.
- Health Insurance costs remains flat year-over-year. Costs are distributed at approximately 80% DAA and 20% employees.
- Property Tax Levy has no change and is planned to be \$5,976,024. There was no abatement by the Authority in FY'21.
- Gain on Sale of Fixed Assets includes only \$30,000 for sale of miscellaneous, obsolete assets. While certainly possible, no new land sales revenue is planned for in the proposed FY'22 budget.

**Airport Operations**

- One (1) new Equipment Maintenance tech is budgeted.
- One (1) new Administrative position is planned
- \$500,000 of property tax levy funds will be allocated to offset operating expenses (\$250,000 for nighttime air traffic control tower staffing A100-3945 and \$250,000 for aircraft rescue and firefighting expenses A200-3945).
- 3.0% increase on month-to-month hangar and tie down rents effective June 1, 2022.
- Based upon market conditions, Property and Causality insurance had been anticipated to increase 38% in FY'21. The actual increase was only 20.6%. Our FY'22 is a 4.5% increase from our forecasted FY'21 costs, but a decrease of 8.7% from FY'21 budgeted costs.

**Flight Center Operations**

- Aviation fuel sales (Jet A and 100LL) volumes are planned to increase from both FY'21 budgeted and estimated FY'21 actual volumes:

	FY'21 Budget	FY'21 Est. Actual	FY'22 Budget	FY'22 Budget vs. FY'21 Budget
Jet A	1,642,100	2,268,328	2,300,000	40.1%
100LL	223,000	249,318	224,000	00.4%
	1,865,100	2,517,646	2,524,000	35.3%

- Slightly lower margins are planned for than have occurred in FY'21.
- Cost of fuel planned for a 7.0% increase over FY'21 actual costs per gallon.
- Two (2) new line service positions are budgeted to ensure adequate staffing and safety during operations.

### Prairie Landing Operations

- One (1) new full-time position in Food & Beverage (this position was part-time in 2021).
- FY'22 rounds are budgeted at 27,500 vs 2021 budget of 26,200. We expect to finish FY'21 with slightly more than 29,000 rounds.
- For FY'22 we currently have 20 weddings budgeted, compared to 11 weddings in 2021.
- 35 golf outings are budgeted in FY'22. In FY '21 we had 43 outings. With strong daily round play, and hope for an uptick in weddings, we will book fewer small and/or weekend outings.

### Capital

- Capital plan totals \$34.85M, including \$3.246M of carry-over from FY'21 and possible grant funding of \$8.5M.
- Planned construction of a new hangar on the South Hightail ramp, \$19.2M to be paid with Restricted Cash from the prior sale of airport land. This is budgeted, but authorization is required again by the Board to construct. This authorization will not be requested without a through ROI analysis when actual construction costs can be analyzed.
- Carry-over of Airport Perimeter Security & Wildlife Fencing (Phase 2), \$1.7M
- Runway 10/28 Avigation Easement acquisition, \$1.5M
- Possible grant-funded projects total \$9.14M with Federal and State funding of \$8.55M (94%) and DAA funding of \$591K (6%).

### Major Maintenance

- Major Maintenance plan totals \$1.03M for the protection and upgrade of assets for the Airport, Flight Center, and Prairie Landing operations.
- Examples of major maintenance projects include hangar floor refurbishments, replacing airfield signage, pavement repairs, airfield pavement markings, demolition of old buildings, and hangar exterior maintenance.

This Tentative FY'22 Operating and Capital Plan results in the following Forecasted Ending Cash Balance:

	<u>Beginning</u> <u>Jan. 1, 2022</u>	<u>Ending</u> <u>Dec. 31, 2022</u>	<u>Net</u> <u>Change</u>
Unrestricted (inc. \$5M 12-month operating reserve)	8,803,358	9,898,331	1,094,973
Property Tax	422,694	1,190,079	767,385
Restricted Funds	54,771,713	33,896,713	(20,875,000)
Forecast Total Cash Balance	\$63,997,765	\$44,985,124	\$(19,012,642)

The forecasted ending cash balances are negatively impacted due to the possible construction of a new hangar on the South Hightail ramp and avigation easement acquisition, which will be fully funded using Restricted Cash from land sales.

This proposed plan provides for balances that can accommodate additional negative impacts due to the COVID pandemic.

**Possible Additional Negative Impacts not included in Tentative Operating and Capital Plan**

- Additional mandated shutdowns or restrictions that will preclude golf, golf outings, special events and weddings.
- Travel restrictions not already accounted for in the planned aviation fuel sales volumes.
- Increased costs for commodities due to inflation not already anticipated within our plan.
- Increased impact on fuel sales margins due to market conditions.

**Possible Additional Positive Impacts not included in Tentative Operating and Capital Plan**

- Possible additional land transactions in 2022.
- If margins on aviation fuel sales can be maintained at FY'21 rates at the FY'22 projected sales volumes, a possible increase of up to \$271,000 net could be realized.

FY'22 will continue to be a challenge for all governments, private businesses and personal budgets. This plan continues our high level of service to our customers, safeguards our staff and facilities, provides for needed upgrades and continues our fiscally responsible use and protection of the taxpayer's assets and funds with no change in the property tax levy.

We look forward to discussing in further detail the DuPage Airport Authority's FY'22 Tentative Operating and Capital Improvements Plan at your meeting on November 17, 2021.

**PREVIOUS COMMITTEE/BOARD ACTION:**

October 28, 2021      Finance, Budget and Audit Committee reviewed the Preliminary 2022 Operating and Capital Plan.

**REVENUE OR FUNDING IMPLICATIONS:**

Illinois Statute requires action by the Board to enact the Authority's annual budget.

**STAKEHOLDER PROCESS:**

No stakeholders have been identified at this time.

**LEGAL REVIEW:**

Legal review of this item is not necessary.

**ATTACHMENTS:**

- Proposed Ordinance 2021-371; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022
- FY'22 Tentative Operating and Capital Improvements Plan.

**ALTERNATIVES:**

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

**RECOMMENDATION:**

It is the recommendation of the Executive Director and staff that the Board approve Proposed Ordinance 2021-371; Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022.



# 2022

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DUPAGE AIRPORT AUTHORITY  
FOR THE FISCAL YEAR OF 2022

WEST CHICAGO, ILLINOIS

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# DUPAGE AIRPORT AUTHORITY

**Fiscal Year 2022**

**Tentative Operating and  
Capital Improvements Plan**

For the period January 1, 2022 - December 31, 2022

DuPage Airport Authority  
West Chicago, IL

**Board of Commissioners**

Stephen L. Davis, Chairman  
Gina R. LaMantia, Vice Chairman  
Donald C. Sharp, Secretary  
Michael V. Ledonne, Treasurer  
Karyn M. Charvat  
Juan E. Chavez  
Herbert A. Getz  
Gregory J. Posch  
Daniel J. Wagner

Mark Doles, Executive Director  
Patrick Hoard, Director of Finance & Administration

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# DUPAGE AIRPORT AUTHORITY

November 17, 2021

Board of Commissioners  
DuPage Airport Authority  
2700 International Drive, Suite 200  
West Chicago, IL 60185

Honorable Commissioners:

We respectfully present for your consideration the tentative 2022 DuPage Airport Authority Operating and Capital Improvements Budget for the fiscal year beginning January 1, 2022 and ending December 31, 2022. The Authority oversees three main areas of operation: the DuPage Airport, the DuPage Flight Center, and the Prairie Landing Golf Club.

The proposed FY2022 Budget includes plans and resources to promote the Authority's strategic goals to:

- Operate a safe, secure, and efficient airport.
- Attract and retain quality aviation, business, and office tenants.
- Provide exceptional service and care for based and transient customers.
- Offer award-winning recreational and hospitality services.
- Advance the Authority's long-term Master Plan of continually improving infrastructure and service.
- Promote the business park as an economic engine for West Chicago and DuPage County.

Preparation of the annual budget began in June with staff review and development of the Capital Improvement Plans. The budget process continued in July with departmental Operating Budget requests. Throughout August and September, the proposed Operating and Capital Budgets were refined by department managers and directors, followed by a thorough review and analysis of overall projections by the Executive Director. After this review, the proposed Budget was distributed to the Finance Committee on October 28, 2021 for review before the formal presentation to the full Board of Commissioners on November 17, 2021. The Board's approval of the Budget and Appropriation Ordinance is tentatively scheduled for January 19, 2022. Upon final approval by the Board, the Budget and Tax Levy Ordinance documents will be filed with the DuPage County Clerk.

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to DuPage Airport Authority, Illinois, for its Annual Budget for the fiscal year beginning January 1, 2021. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

The official FY2022 Budget will be the Authority's fifth consecutive budget submission to the GFOA. Implementing GFOA recommendations helps provide greater understanding of the Authority's financial condition and the long-range implications of its proposed Budget.

We thank all the staff of the Authority for their contributions and help with shaping the FY2022 Budget.

Sincerely,



Patrick Hoard  
Director of Finance



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**DuPage Airport Authority  
Illinois**

For the Fiscal Year Beginning

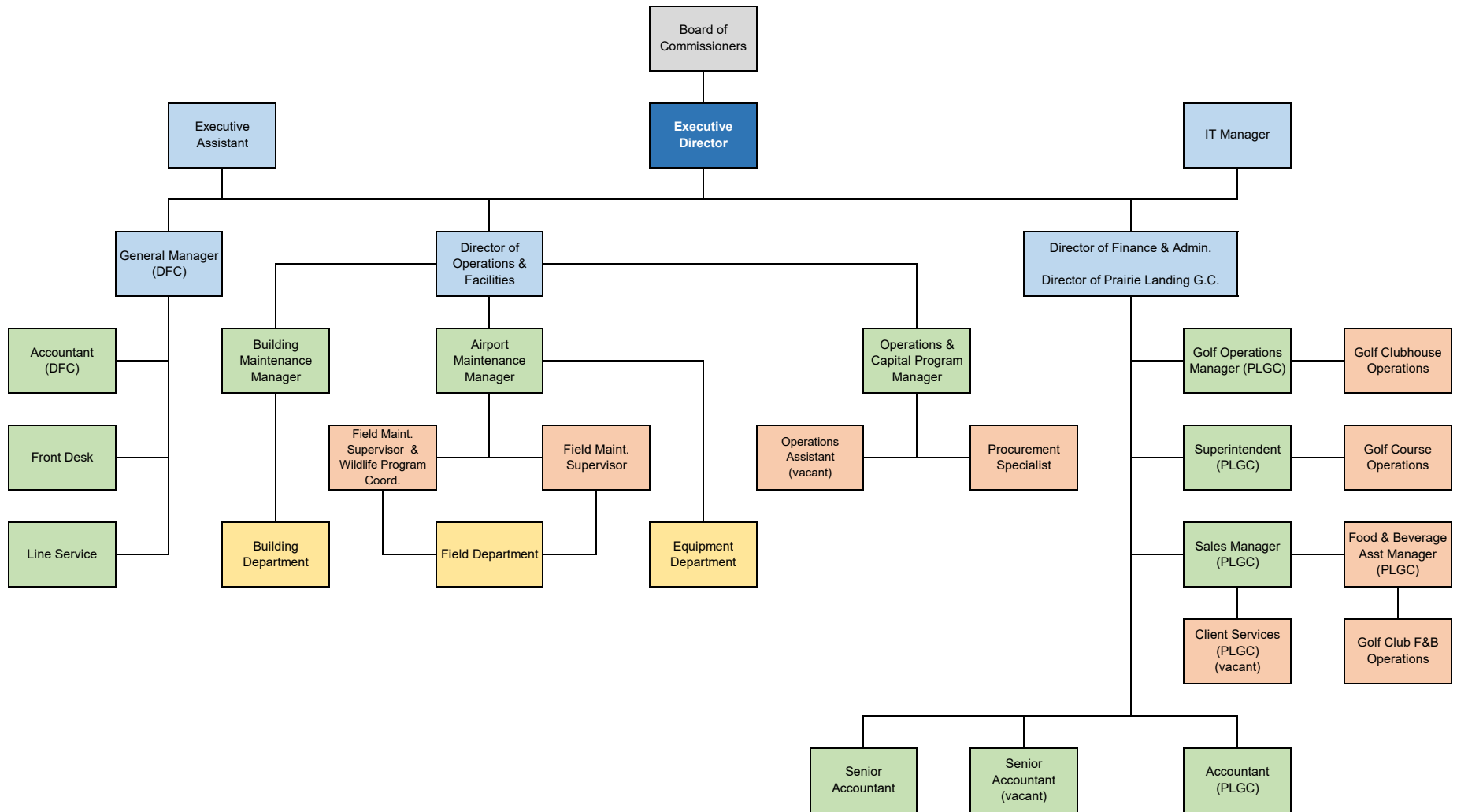
**January 01, 2021**

*Christopher P. Morill*

**Executive Director**



## ORGANIZATIONAL CHART



**DUPAGE AIRPORT AUTHORITY  
WEST CHICAGO, ILLINOIS**

SCHEDULE OF FULL-TIME EQUIVALENT EMPLOYEES BY DEPARTMENT  
For the Budget Year Ending December 31, 2022

<b>DEPARTMENT</b>	<b>FY2020 Prior</b>	<b>FY2021 Budget</b>	<b>FY2022 Budget</b>	<b>2022 vs. 2021</b>
<b>AIRPORT AUTHORITY</b>				
DAA Commissioners	9	9	9	0
Administration	5	5	5	0
Procurement/Project Mgmt.	3	2	3	1
Field Maintenance	9	9	9	0
Buildings Maintenance	4	5	5	0
Equipment Maintenance	3	2	3	1
Marketing	0	0	0	0
Finance	3	2	2	0
<b>TOTAL AIRPORT AUTHORITY</b>	<b>36</b>	<b>34</b>	<b>36</b>	<b>2</b>
<b>FLIGHT CENTER</b>				
Line Service	14	14	16	2
Counter	4	4	4	0
Accounting	1	1	1	0
<b>TOTAL FLIGHT CENTER</b>	<b>19</b>	<b>19</b>	<b>21</b>	<b>2</b>
<b>GOLF COURSE</b>				
Food, Beverage, Banquets	4	4	5	1
Administration/Accounting	1	1	2	1
Golf Operations	3	2	1	-1
Maintenance	4	5	5	0
<b>TOTAL GOLF COURSE</b>	<b>12</b>	<b>12</b>	<b>13</b>	<b>1</b>
<b>GRAND TOTAL</b>	<b>67</b>	<b>65</b>	<b>70</b>	<b>5</b>

Notes on Staffing Changes: \_\_\_\_\_

The above are full time HC. The golf course hires many seasonal and/or part time employees as conditions warrant.

# FINANCIAL POLICIES

The budget process and format shall be performance based and focused on goals, objectives and performance indicators.

## **Basis of Accounting**

The accounting policies for the Authority conform to GAAP applicable to proprietary funds of governmental units. The financial records of the Authority are maintained by utilizing the accrual basis of accounting. Under this method, revenues are recorded when earned, and expenses are recorded when the liability is incurred or economic asset used.

## **Basis of Budgeting**

The Authority's basis of budgeting is accrual; the same as its basis of accounting. The budget is created using a balanced approach whereby the Authority staff estimates all revenues and expenditures, including depreciation, based on historical trends and anticipated future results and aims to achieve at minimum a balanced net operating profit. Management's control of the budget is maintained at the department level. It is the responsibility of each department to administer its operations in such a manner as to ensure that the use of funds is consistent with the goals and programs authorized by the Board of Commissioners.

The Authority's definition of a balanced budget is one in which revenues and other resources equal or exceed expenditures and other uses. A balanced budget is an integral part of maintaining the Authority's financial integrity. Strategies employed to attain this balance include cost reductions, personnel and service efficiencies, and increasing fees to match related expenses.

## **Operating Revenues and Expenses**

The Authority distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services in connection with the Authority's operations. The principal operating revenues of the Authority are fuels sales, lease revenues, and golf, grill, and banquet revenues from Prairie Landing Golf Club. Operating expenses for the Authority include cost of sales and services, and general and administrative expenses. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

## **Cash, Cash Equivalents and Investments**

The Authority considers all highly-liquid investments (including short-term investments) with maturity of three months or less when purchased to be cash equivalents.

Investments with a maturity of less than one year when purchased, non-negotiable certificates of deposit, and other nonparticipating investments are stated at cost or amortized cost. Investments with a maturity greater than one year when purchased and all investments of the pension trust funds are stated at fair value. Fair value is the price that would be received to sell an asset or paid to transfer the liability in an orderly transaction between market participants at the measurement date.

*Custodial Credit Risk – Deposits:* Custodial credit risk is the risk that in the event of bank failure, the Authority's deposits may not be returned to it. The Authority's investment policy requires pledging of collateral for all bank balances in excess of depository insurance, at an amount not less than 110% of the fair market value of the funds secured, with the collateral held by the Authority, an independent third party, or the Federal Reserve Bank in the Authority's name.

*Credit Risk:* The Authority may invest in public funds in certain types of security as allowed by the Public Funds Investment Act, 30 ILCS 235 et seq. Allowed investments are: insured commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. agencies, insured credit union shares, money market funds with portfolios of securities issued or guaranteed by the United States Government or agreements to repurchase these same obligations, repurchase agreements, short-term commercial paper rated with the three highest classifications by at least two standard rating services, and Illinois Funds.

*Custodial Credit Risk – Investments:* For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty to the investment, the Authority will not be able to recover the value of its investments that are in the possession of an outside party. To limit its exposure, the Authority’s investment policy requires all security transactions that are exposed to custodial credit risk to be processed on a delivery versus payment (DVP) basis with the underlying investments held by a third party acting as the Authority’s agent separate from where the investment was purchased.

*Concentration of Credit Risk – Investments:* The Authority’s investment policy specifies the following preferred asset allocations by investment type:

Cash and equivalents	5%
U.S. Treasury Securities/U.S. agency Securities	95%

*Interest Rate Risk:* Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Authority limits its exposure to interest rate risk by structuring the portfolio so that securities mature to meet cash requirements. Unless matched to a specific cash flow, the Authority does not directly invest in securities maturing more than ten years from the date of purchase. The maturity/modified duration of the portfolio will be maintained at approximately three years and will range from two to seven years.

### **Accounts Receivable**

Accounts receivable includes amounts due from Authority tenants as well as amounts due from the federal and state governments for grants. The amount shown is reduced by an estimated reserve for uncollectible accounts.

### **Taxes Receivable**

Taxes receivable include taxes levied in the current fiscal year that will be paid in the following fiscal year. The balance is fully deferred at year-end because the tax levy will be used to fund expenses of the following year.

### **Designated/Restricted Assets**

Designated assets include all deposits and receivables that the board has designated for certain purposes. The board has designated that revenues received from property tax revenues are to only be used for:

- Capital Assets – Any purchase or project which qualifies as a Capital asset per the Authority’s Capital policy
- Major Maintenance – Any significant maintenance needed to be done on existing Capital assets that do not add to the value or service capacity of the asset or materially extend the assets useful life.
- Other – Any other project that is approved as part of the budgeting process that may not qualify as a Capital Asset per the Authority’s Capital policy but is deemed significant enough in expense and scope to be included.

Restricted assets are funds derived from the sale of land. Any gains from land sales are to only be used for aviation purposes.

### **Inventories**

Inventories are valued at the lower of cost or market using the first-in/first-out (FIFO) method. Inventories are accounted for using the consumption method.

### **Prepaid Expenses**

Payments made to vendors for services that will benefit future periods are recorded as prepaid expenses.

### **Capital Assets**

An accounting and inventory of all capital assets is maintained to ensure proper accounting control resulting in accurate financial reports. All individual items with a cost in excess of \$5,000 that provide more than one year of economic benefit are capitalized. Depreciation is calculated by the straight-line method using the useful lives of the assets as classified below:

<u>Assets</u>	<u>Years</u>
Buildings	35
Building Improvements	10-20
Land Improvements	10-20
Equipment and Vehicles	3-10
Runways, Ramps, and Parking Lots	20
Office and Other Equipment	3-8

Routine maintenance and repairs are expensed as incurred. Significant betterment and improvements are capitalized and depreciated over their estimated useful lives.

### **Compensated Absences**

The Authority accrues vacation and sick pay benefits as earned by its employees.

### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, deferred inflows of resources, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

### **Net Position**

In the government-wide financial statements, restricted net position is legally restricted by outside parties for a specific purpose. Net investment in capital assets represents the book value of capital assets less any outstanding long-term debt issued to acquire or construct the capital assets.

None of the restricted net position results from enabling legislation adopted by the Authority. The Authority's flow of funds assumption prescribes that the funds with the highest level of constraint are expended first. If restricted or unrestricted funds are available for spending, the restricted funds are spent first.



## **Tax Rate**

The Authority has levied the same amount since 2012 (\$5,976,024). We plan to levy the same tax amount for the Fiscal Year 2021.

## **Risk Management**

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; illnesses of employees; and natural disasters. These risks are covered by commercial insurance purchased from independent third parties.

## **Rates & Charges**

The Authority periodically approves a Rates & Charges Policy by resolution. The charges incorporated therein are determined by examining costs associated with the revenue stream. Rates & Charges are reviewed and amended periodically. Rates and Charges are based on a combination of both residual and compensatory methods.

## **Internal Controls**

The Authority's internal control structure is an important and integral part of its entire accounting system. The current structure in place is designed to provide reasonable, but not absolute, assurance that:

- 1) Assets are safeguarded against loss from unauthorized use or disposition;
- 2) Transactions are executed in accordance with management's authorization;
- 3) Financial records are reliable for preparing financial statements and maintaining accountability for assets;
- 4) There is compliance with applicable laws and regulations; and
- 5) There is effectiveness and efficiency of operations.

The concept of reasonable assurance recognizes that the cost of control should not exceed the benefits that are likely to be derived from them, and that the evaluation of cost and benefits requires estimates and judgment by management.

## **Budget Document**

Budgeting serves as an important management tool to plan, control and evaluate the operations of the Authority. The budget has been prepared in accordance with the standards set forth by the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award Program to fully disclose the financial operations of the Authority. Upon successful review and approval, this budget will be submitted to the GFOA for their consideration of this prestigious award. This will be the fourth time that the Authority has submitted its budget for consideration for this award.

The budget will be balanced with current revenues equal to or greater than current expenditures.

## **Budget Process**

*Budget Adoption:* The Authority's budget is adopted by ordinance to comply with the provisions of State of Illinois Statute 70 ILCS 5/13, which requires a governing body to approve a budget within or before the first quarter of the fiscal year. In accordance with that same statute, the budget serves as the annual appropriations ordinance. The statute further requires that the County Board Chairman be presented with the approved ordinance as he has the power to veto or reduce any line item in the ordinance. The budget is prepared on an accrual basis, whereby all revenues and expenses are recognized in the period earned or incurred.

*Budget Calendar:* State law requires a tentative budget and appropriation ordinance be made conveniently available for public inspection at least thirty (30) days prior to final action thereon. Further, at least one (1) public hearing must be held prior to budget adoption and notice of this public hearing must be published in a newspaper at least thirty (30) days prior to the time of such hearing. The tentative schedule for this process is as follows:

Nov. 17, 2021 Approve Tentative Budget and Appropriation Ordinance  
Dec. 01, 2021 Submit to DuPage County Board Chairman  
Dec. 01, 2021 File available for public inspection  
Dec. 01, 2021 Notice of Public Hearing to be published  
Jan. 10, 2022 Public hearing to be held  
Jan. 19, 2022 Budget and Appropriation Ordinance to be adopted

The departmental heads begin creating draft operating and capital budgets in June each year. The Executive and Finance Directors review the budgets, and there are multiple iterations over the next couple months. In October, the Executive Director and staff meet with the Finance Committee to perform a detailed review of the proposed budget that will be presented to the full Board in November.

*Budget Amendment:* The Budget is amended only upon the occurrence of an extraordinary event, as deemed by the Executive Director, with concurrence by a majority of the Board of Commissioners and then only if funds are available.

*Budget Monitoring:* The independent monitoring of the budget continues throughout the fiscal year for management control purposes. Monthly financial statements comparing to budget are presented to all Senior Staff and Board Members for review. In addition, there is a review and discussion of financials at every board meeting during the year.

# 2022 BUDGET TIMELINE

## **2022 Capital Plan**

- 06/16/21 (Wednesday) – Communicate 2022 Plan schedule
- 06/18/21 (Friday) – Distribute 2021 YTD Capital Forecast and 2022 Capital Plan templates
- 07/23/21 (Friday) – All 2021 Fcst & 2022 Capital/Major Maintenance budget requests returned to Accounting
- 08/16/21 (Monday) - 2022 Capital Plan 1<sup>st</sup> Pass Review
- 10/06/21 (Wednesday) – 2022 Capital Plan revisions, Adjustments, Additions returned to Accounting
- 10/12/21 (Tuesday) - 2022 Capital Plan 2<sup>nd</sup> Pass Review
- 10/15/21 (Friday) - 2022 Capital Plan finalized

## **2021 Operating Forecast**

- 07/09/21 (Friday) - 2021 Operating Forecast templates distributed
- 07/23/21 (Friday) - 2021 Operating Forecasts returned to Accounting
- 08/11/21 (Wednesday) – Review of 2021 Operating Forecasts with Managers

## **2022 Operating Plan**

- 06/28/21 (Monday) – Department summaries/objectives to be distributed
- 07/09/21 (Friday) - Department summaries/objectives returned to Accounting
- 08/16/21 (Monday) - 2022 Operating Plan templates to be distributed
- 08/18/21 (Wednesday) - 2022 Operating Plan 1<sup>st</sup> Pass returned to Accounting
- 09/08/21 (Wednesday) - 2022 Operating Plan 1<sup>st</sup> Pass Review with managers
- 10/06/21 (Wednesday) - 2022 Operating Plan 2<sup>nd</sup> Pass returned to Accounting
- 10/12/21 (Tuesday) - 2022 Operating Plan 2<sup>nd</sup> Pass Review
- 10/15/21 (Friday) – 2021 Operating Plan details finalized

## **2022 Final Operating & Capital Plans**

- 10/28/21 (Thursday) - 2022 Operating & Capital Plan detailed presentation to Finance Committee
- 11/18/21 (Wednesday) – Tentative 2022 Operating & Capital Plan presented to Board
- 01/10/22 (Monday) – Public Hearing for 2021 Operating & Capital Plan
- Estimated 01/19/22 (Wednesday) – Board approval of Ordinance adopting 2022 Operating & Capital Plan
- 04/19/22 (Tuesday) – Official 2022 Plan to be submitted to GFOA within 90 days of approval

## BUDGET SUMMARY (ACFR VERSION)

The Budget presented has many highlights discussed in subsequent sections. Operating Revenue is budgeted at \$18,794,836 for FY2022. This is a 43.3% increase in Operating Revenue from the FY2021 Budget and is mostly due to higher projected fuel sales revenue. Operating Expenses are budgeted at \$19,554,529, a 8.7% increase from the prior year, which is also due mainly to the higher cost of fuel sales. Operating Expenses include \$1,031,201 for Major Maintenance costs, which is a 60.9% decrease (\$2,638,920) from last year. Net Operating Income is increasing 33.2% (\$3,996,856) from the FY2021 Budget. The overall change in Net Position will decrease 100.3% to -\$11K from last year's budgeted increase of \$3.75M. The FY2021 change in Net Position included a significant increase in anticipated grant revenue for capital projects and gains from anticipated land sales at both Pheasant Run and the DBC.

	ANNUAL BUDGET			FORECAST	PRIOR
	2022	2021	Change	2021	2020
<b>OPERATING REVENUES</b>					
Aircraft Storage	3,529,975	3,241,453	8.9%	3,410,595	3,269,081
Leases, Commissions, Fees	797,097	677,351	17.7%	652,699	691,334
Golf Course Operations	2,762,896	2,534,232	9.0%	2,670,935	2,050,205
Line Service	11,704,868	6,661,490	75.7%	10,089,810	7,943,385
<b>Total Operating Revenues</b>	<b>18,794,836</b>	<b>13,114,526</b>	<b>43.3%</b>	<b>16,824,039</b>	<b>13,954,005</b>
<b>OPERATING EXPENSES</b>					
Direct Costs					
Airport Operations	5,736,660	6,652,685	-13.8%	6,613,394	4,644,647
Golf Course Operations	2,157,873	2,256,070	-4.4%	2,275,705	1,672,636
Line Service	6,470,959	4,027,418	60.7%	6,541,098	3,891,007
General and Administrative					
Salaries and Benefits	3,174,208	3,052,322	4.0%	2,979,969	2,782,924
Utilities	80,729	80,885	-0.2%	89,057	76,968
Office Expense	284,756	236,953	20.2%	242,039	222,734
Insurance	309,948	320,124	-3.2%	297,244	261,154
Professional Services	577,308	506,100	14.1%	497,961	424,986
Postage	10,896	9,504	14.6%	10,841	12,182
Real Estate Tax	371,880	412,080	-9.8%	280,183	435,176
Advertising and Promotions	223,504	236,324	-5.4%	229,727	199,525
Miscellaneous	155,808	196,242	-20.6%	198,096	291,504
<b>Total Operating Expenses</b>	<b>19,554,529</b>	<b>17,986,707</b>	<b>8.7%</b>	<b>20,255,314</b>	<b>14,915,443</b>
<b>OPERATING INCOME (LOSS) BEFORE DEPRECIATION</b>	<b>(759,693)</b>	<b>(4,872,181)</b>	<b>84.4%</b>	<b>(3,431,275)</b>	<b>(961,438)</b>
Depreciation	7,299,444	7,183,812	1.6%	6,889,704	6,807,645
<b>OPERATING INCOME (LOSS)</b>	<b>(8,059,137)</b>	<b>(12,055,993)</b>	<b>33.2%</b>	<b>(10,320,979)</b>	<b>(7,769,084)</b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>					
Property Taxes	6,032,004	6,032,400	0.0%	5,922,634	5,544,072
Personal Property Replacement Tax	70,000	60,000	16.7%	75,000	59,608
Investment Income	200,004	73,700	171.4%	107,000	294,287
Miscellaneous Income	23,461	29,396	-20.2%	23,263	36,202
Gain (Loss) on Disposal of Capital Assets	30,000	3,432,833	-99.1%	23,589,514	4,997,841
<b>Total Non-Operating Revenues (Expenses)</b>	<b>6,355,469</b>	<b>9,628,329</b>	<b>-34.0%</b>	<b>29,717,411</b>	<b>10,932,009</b>
<b>INCOME (LOSS) BEFORE CONTRIBUTIONS</b>	<b>(1,703,668)</b>	<b>(2,427,664)</b>	<b>29.8%</b>	<b>19,396,432</b>	<b>3,162,925</b>
Contributions	1,692,525	6,175,785	-72.6%	1,591,267	685,089
<b>CHANGE IN NET POSITION</b>	<b>(11,143)</b>	<b>3,748,121</b>	<b>-100.3%</b>	<b>20,987,699</b>	<b>3,848,015</b>
<b>NET POSITION, JANUARY 1</b>	<b>212,293,246</b>	<b>191,305,546</b>	<b>11.0%</b>	<b>191,305,546</b>	<b>187,457,532</b>
<b>NET POSITION, DECEMBER 31</b>	<b>212,282,103</b>	<b>195,053,667</b>	<b>8.8%</b>	<b>212,293,246</b>	<b>191,305,546</b>
<b>CAPITAL DEVELOPMENT PROGRAM NOTES:</b>					
Aviation Programs / Equipment	33,327,730	15,187,410	119.4%	9,120,020	4,799,071
Golf Course Programs / Equipment	1,522,352	1,079,181	41.1%	1,053,155	904,590
Major Maintenance of Capital Assets	1,031,201	2,638,920	-60.9%	2,671,343	438,446
<b>Total Capital Development Program Costs</b>	<b>35,881,283</b>	<b>18,905,511</b>	<b>89.8%</b>	<b>12,844,517</b>	<b>6,142,107</b>

## BUDGET SUMMARY (Traditional Version)

The Budget presented on this page is for reference only and displays the summary format as reported in prior years. Compared to the CAFR budget summary, the main differences affect Operating Income. Major Maintenance expenses (\$1M) and Real Estate Tax expenses (\$280K) are now reported as Operating Expenses on the CAFR version, as they are on the Airport's annual audited financial reports. The Kitty Hawk Cafe reimbursement (\$74K) is now included as Operating Revenue for PLGC on the CAFR version, where before it was included as a credit in G&A expenses. Miscellaneous Income for all operations (\$23.3K) was previously reported as Operating Revenues but is now under Non-Operating Revenues on the CAFR version. Total Expenditures and Net Cash Flow remain unchanged. The Board has designated Property Tax Revenue to be used for Capital Program and Major Maintenance expenses, which is why Major Maintenance expenses were previously reported below the line with the Capital Program.

	Budget			Forecast	Prior
	2022	2021	Change	2021	2020
<b><u>Operating Revenues</u></b>					
Airport Operations	\$ 3,912,072	\$ 3,513,804	11.3%	\$ 3,653,290	\$ 3,503,027
Flight Center Operations	\$ 12,140,829	\$ 7,092,386	71.2%	\$ 10,520,706	\$ 8,434,766
Prairie Landing Golf Course Operations	\$ 2,691,400	\$ 2,468,201	9.0%	\$ 2,597,829	\$ 1,983,175
<b>Total Operating Revenues</b>	<b>\$ 18,744,301</b>	<b>\$ 13,074,391</b>	<b>43.4%</b>	<b>\$ 16,771,825</b>	<b>\$ 13,920,968</b>
<b><u>Operating Expenses</u></b>					
Airport Operations	\$ 7,331,316	\$ 7,097,423	3.3%	\$ 6,949,664	\$ 6,523,726
Flight Center Fuel Operations	\$ 8,223,372	\$ 5,445,529	51.0%	\$ 7,901,933	\$ 5,452,756
Prairie Landing Golf Course Operations	\$ 2,522,764	\$ 2,323,224	8.6%	\$ 2,376,714	\$ 1,996,100
<b>Total Operating Expenses</b>	<b>\$ 18,077,452</b>	<b>\$ 14,866,176</b>	<b>21.6%</b>	<b>\$ 17,228,311</b>	<b>\$ 13,972,583</b>
<b>Operating Income</b>	<b>\$ 666,849</b>	<b>\$ (1,791,785)</b>	<b>137.2%</b>	<b>\$ (456,486)</b>	<b>\$ (51,615)</b>
<b><u>Non-Operating Revenues</u></b>					
Miscellaneous Taxes	\$ 70,000	\$ 60,000	16.7%	\$ 75,000	\$ 59,608
Property Taxes/Abatement	\$ 6,032,004	\$ 6,032,400	0.0%	\$ 5,922,634	\$ 5,544,072
Federal & State Grants	\$ 1,692,525	\$ 6,175,785	-72.6%	\$ 1,591,267	\$ 685,089
Interest Income	\$ 200,004	\$ 73,700	171.4%	\$ 107,000	\$ 294,287
Unrealized Gain/Loss From Investments	\$ -	\$ -	0.0%	\$ -	\$ -
Gain from Sale of Fixed Assets	\$ 30,000	\$ 3,432,833	-99.1%	\$ 23,589,514	\$ 4,997,841
<b>Total Non-Operating Revenues</b>	<b>\$ 8,024,533</b>	<b>\$ 15,774,718</b>	<b>-49.1%</b>	<b>\$ 31,285,415</b>	<b>\$ 11,580,897</b>
<b><u>Non-Operating Expenses</u></b>					
Property Tax (DAA)	\$ 311,880	\$ 274,080	13.8%	\$ 297,030	\$ 353,790
Property Tax (PLGC)	\$ 60,000	\$ 138,000	-56.5%	\$ (16,847)	\$ 81,386
<b>Total Non-Operating Expenses</b>	<b>\$ 371,880</b>	<b>\$ 412,080</b>	<b>-9.8%</b>	<b>\$ 280,183</b>	<b>\$ 435,176</b>
<b>Non-Operating Income</b>	<b>\$ 7,652,653</b>	<b>\$ 15,362,638</b>	<b>-50.2%</b>	<b>\$ 31,005,232</b>	<b>\$ 11,145,721</b>
<b>Net Profit</b>	<b>\$ 8,319,502</b>	<b>\$ 13,570,853</b>	<b>-38.7%</b>	<b>\$ 30,548,746</b>	<b>\$ 11,094,106</b>
<b><u>Capital Development Program</u></b>					
Aviation Programs	\$ 33,327,730	\$ 15,187,410	119.4%	\$ 9,120,020	\$ 4,799,071
Golf Course Programs	\$ 1,522,352	\$ 1,079,181	41.1%	\$ 1,053,155	\$ 716,501
Major Maintenance of Capital Assets	\$ 1,031,201	\$ 2,638,920	-60.9%	\$ 2,671,343	\$ 438,446
<b>Total Capital Development Program</b>	<b>\$ 35,881,283</b>	<b>\$ 18,905,511</b>	<b>89.8%</b>	<b>\$ 12,844,517</b>	<b>\$ 5,954,018</b>
<b>Total Revenues</b>	<b>\$ 26,768,834</b>	<b>\$ 28,849,109</b>	<b>-7.2%</b>	<b>\$ 48,057,240</b>	<b>\$ 25,501,865</b>
<b>Total Expenditures</b>	<b>\$ 54,330,615</b>	<b>\$ 34,183,767</b>	<b>58.9%</b>	<b>\$ 30,353,011</b>	<b>\$ 20,361,776</b>
<b>Net Cash Inflow / (Outflow)</b>	<b>\$(27,561,781)</b>	<b>\$ (5,334,658)</b>	<b>-416.7%</b>	<b>\$ 17,704,229</b>	<b>\$ 5,140,088</b>

Please note, the narrative of the FY2022 Budget is based on the “ACFR” version of the budget summary, which is the version currently used for the Authority’s audited financial statements. In prior years, the narrative was based on the “Traditional” version of the budget summary. Please refer to the “Budget Summary (Traditional Version)” on page 17 for an explanation of the differences between the versions.

The FY2022 Budget process has faced similar challenges as the FY2021 budget. As we continue to navigate significant changes thrust upon the aviation industry by the COVID pandemic and attempt to balance changes in Operating Revenues and Operating Expenses to minimize any Operating Income shortfalls. Despite this continued impact, the Board and staff support continuing to provide the safest operations for our customers with no reductions in service, and the continued investment and protection of valuable assets.

The Authority’s total Operating Revenues are budgeted to increase 43.3% while Operating Expenses are expected to increase 8.7%. Operating Income (Loss) is planned to increase 84.4% from last year’s budget. The major contributor to this increase is higher fuel sales revenue at the Flight Center, as we rebound from the COVID pandemic.

In Operating Revenue, we have seen an increase in fuel prices and volumes in FY2021 and adjusted the 2022 fuel sales budget to reflect these increases. Fuel and Oil Sales revenue is budgeted to increase \$5M from the prior-year budget.

The FY2021 we have seen a robust increase in new rentals and are anticipating the increased business to continue in FY2022. The 2022 budget includes a planned rate increase of 3% for ordinance hangars/tiedowns in June 2022. Non-fuel aviation revenues (including hangar/tiedown leases and flight services) are planned to increase \$423K from the 2021 budget.

Revenue from Food & Beverage Sales and Events is anticipated to increase in 2022. This includes F&B revenues from Prairie Landing Golf Course and the Kitty Hawk Café at the Flight Center. Total F&B and Events-related revenue is budgeted to be \$22.7K higher than the 2021 plan. This increase is due to an increase in ala carte sales and the number of events for 2022. Non-F&B revenues from Golf operations at PLGC are budgeted to increase \$230.5K. This is due to increase in outing rounds, memberships and the average rate per golfer

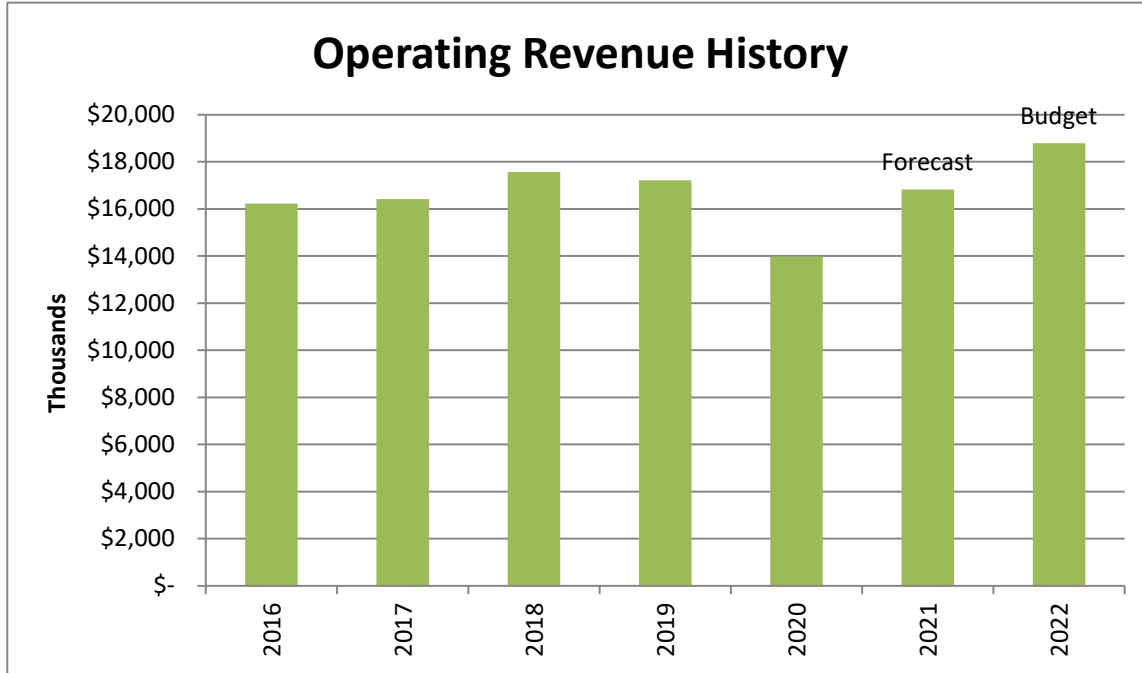
In Operating Expenses, the budget includes a couple of significant changes that are the main drivers of the overall 8.7% increase in costs. The cost of fuel sales is budgeted to increase \$2.6M in line with the expected increase in fuel sales revenue. However, Major Maintenance expenses for capital and fixed assets are decreasing \$1.6M compared to the 2021 plan. Insurance costs for property and casualty coverage will decrease \$10.2K due to premium rates not increasing as significantly as expected in 2021. Professional Services are anticipated to increase \$71K in 2022 mostly due to increased environmental consulting services. Office Expense are also increasing 20.2% (\$48K) mostly due to increase credit card expenses. This is due to the fact that revenues are increasing, and an increasing percentage of the fees are paid by credit cards.

Non-operating revenues are planned to decrease 49% in FY2022. Federal/State Grants are decreasing \$4.5M, due to the timing of the funds being received. Gain on Sales of Fixed Assets is decreasing \$3.4M due to no anticipated sales of land at DuPage Business Center for FY2022.

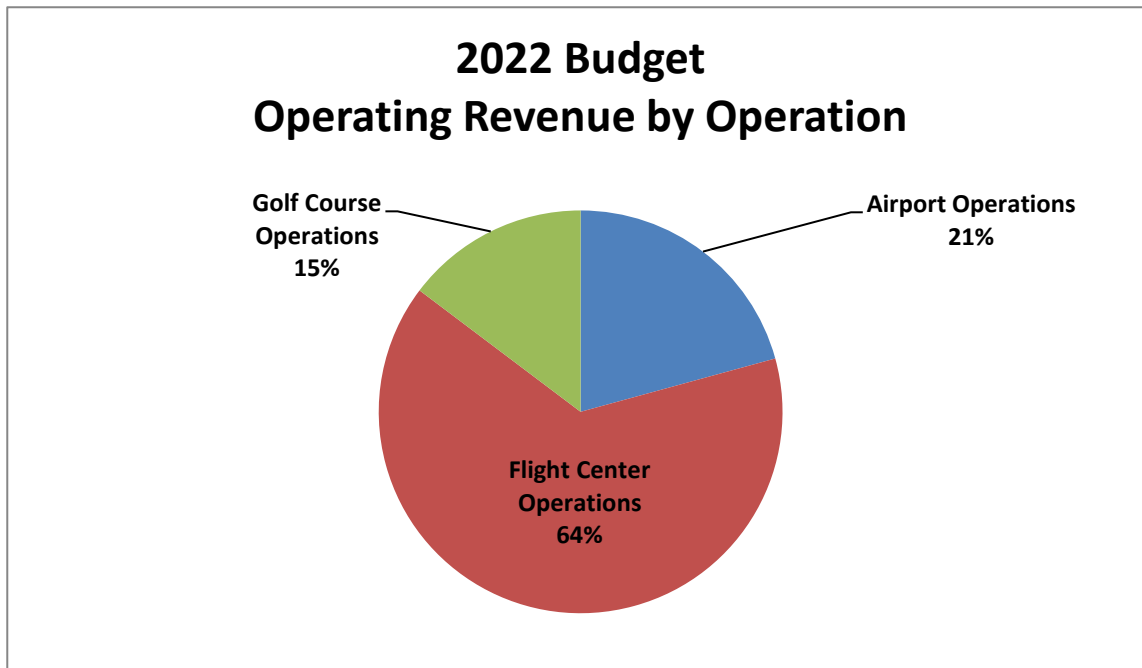
Through the combined budget efforts from all departments and the determination of Authority staff, we are pleased to present a budget with an overall positive Net Income of over \$8,319,502 for FY2022 (traditional version). ACFR version has a change in Net Position of -\$11,143.

## Operating Revenue

The Authority budgets two types of revenue, operating and non-operating. Operating Revenue is derived from the day-to-day operations of the Airport, Flight Center, and Golf Course and includes fuel sales, hangar leases, building and office leases, farm and non-farm land leases, tiedown permits, airport services, golf activities, and food and beverage sales.



Total Operating Revenue for FY2022 is budgeted at \$18,794,836 and represents a 43.3% increase from the previous year's budget.

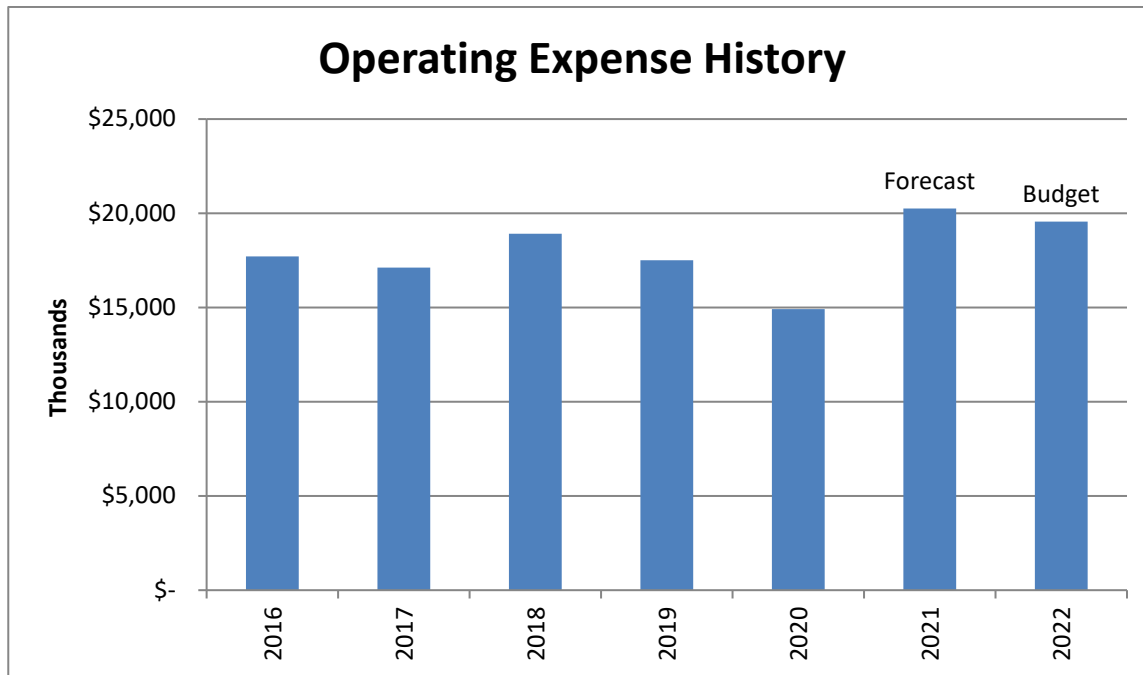


Most Operating Revenue (64%) comes from the Flight Center operations. The Authority maintains its own fuel farm and sells aviation fuel to its based tenants and itinerant customers. Fuel sale revenues are planned to increase in FY2022 due to a higher volume of fuel anticipated to be sold. Fuel sale revenues are budgeted 75% higher than the prior year's budget, and 16% higher than the 2021 forecast.

We are planning higher Operating Revenues from non-fuel aviation revenues as the Airport expects \$423K of increased hangar, tiedown, and lease revenue from itinerant customers and based tenants. The Authority plans a 3% rate increase for aviation leases in June 2022.

## Operating Expenses

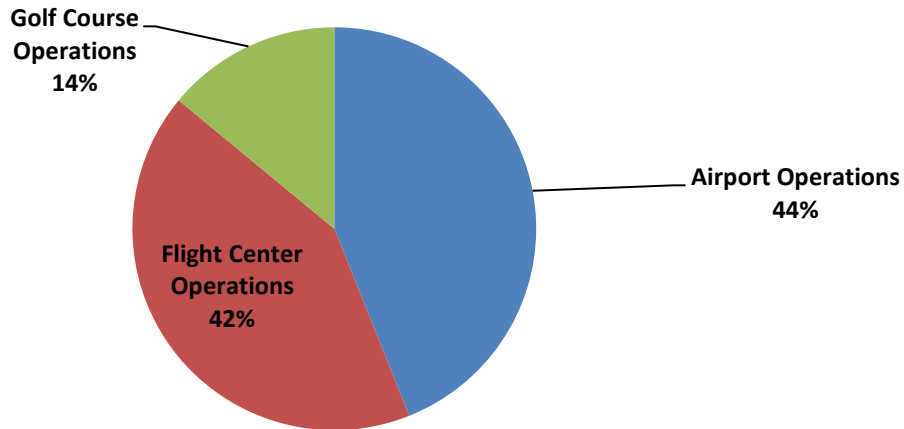
Like Operating Revenue, the Authority also budgets two types of expenses, operating and non-operating. Operating Expenses are directly related to the day-to-day operations of the Airport, Flight Center, and Golf Course and include the costs of fuel sold, payroll, utilities, general maintenance, major maintenance of capital assets, property taxes, supplies, and the costs of food, beverage, and merchandise sold.



Total Operating Expenses for FY2022 are budgeted at \$19,554,529 and represent a 8.7% increase from the previous year's budget.



## 2022 Budget Operating Expenses by Operation



Airport operations account for 44% of the planned Operating Expenses in 2022 and are budgeted to decrease 4.2%, going down mostly due to the decrease in planned Major Maintenance. Major Maintenance expenses for Airport operations are decreasing 29% (\$634K).

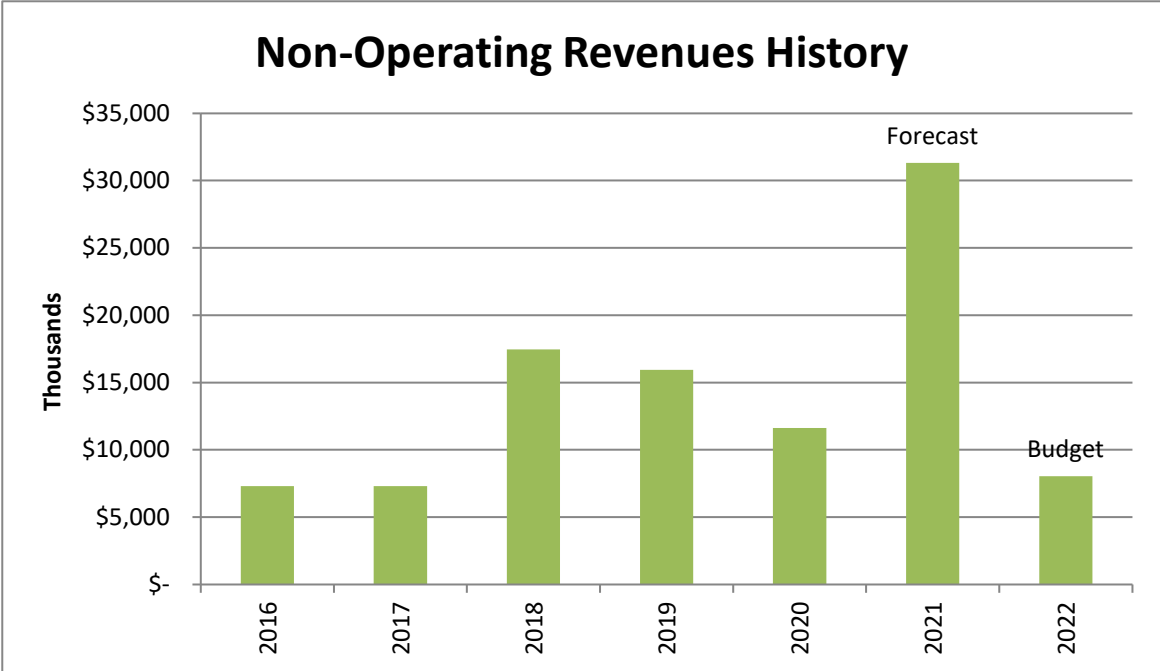
Flight Center operations account for 42% of the budgeted Operating Expenses and are due mostly to the purchase cost of aviation fuel sold to based tenants and itinerant customers. Costs of fuel are budgeted to increase 81% in 2022 due to higher sales and rising price of fuel

Golf Course operations account for 14% of total Operating Expenses in the FY2022 plan and are budgeted to decrease 5.9% (\$171K). Notable decreases include 78% (\$297K) for Major Maintenance costs, and a decrease of 57% (\$78K) for Real Estate Taxes.

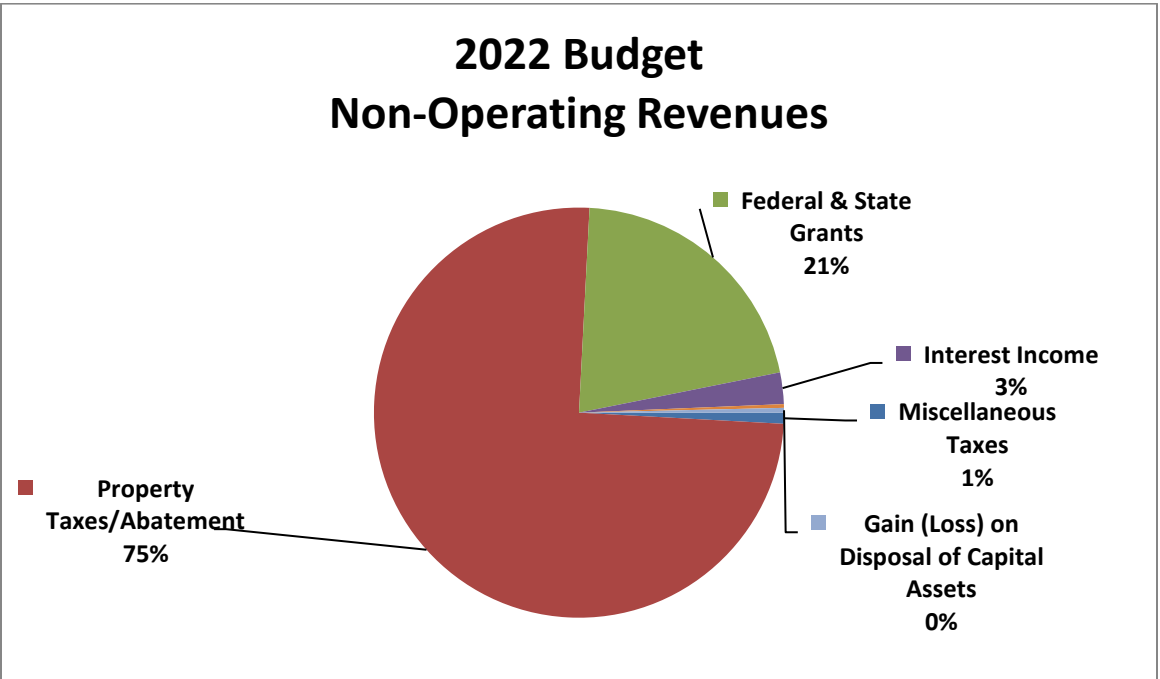
Other notable changes to Operating Expenses include a budgeted increase 14.1% (\$71K) increase in Professional Services. This is mostly due to increased environmental consulting services needed for SWPPP, SPCC, dam inspections. In addition, there is an increase in general engineering and IT consulting. Office Expense are increasing 20.2% (\$48K) mostly due to increase credit card expenses. This is due to the fact that revenues are increasing, and an increasing percentage of the fees are paid by credit cards.

## Non-operating Revenue

Non-operating Revenue is derived from sources not associated with the daily operations of the Authority. This includes revenue from property taxes, federal and state grant programs, interest income, and gains from the sale of assets.



Total Non-operating Revenue for FY2022 is budgeted at \$6,355,469 and represents a 34% decrease in revenue from the previous year's budget. Actual FY2021 Non-operating Revenue is forecast at over \$29.7 million due to over \$23 million in gains from the sale of multiple parcels of land at the DuPage Business Center. These proceeds will be saved and restricted for future Airport infrastructure capital improvements.



The largest portion of the Non-operating Revenue budget in FY2022 comes from property taxes collected as a special assessment from DuPage County. Property tax revenue is specially designated to be used to fund capital development, major maintenance of Authority assets, and safety and security projects. \$500,000 will be allocated to Operating Expenses and used to help fund ATCT and ARFF services.

## Contributions

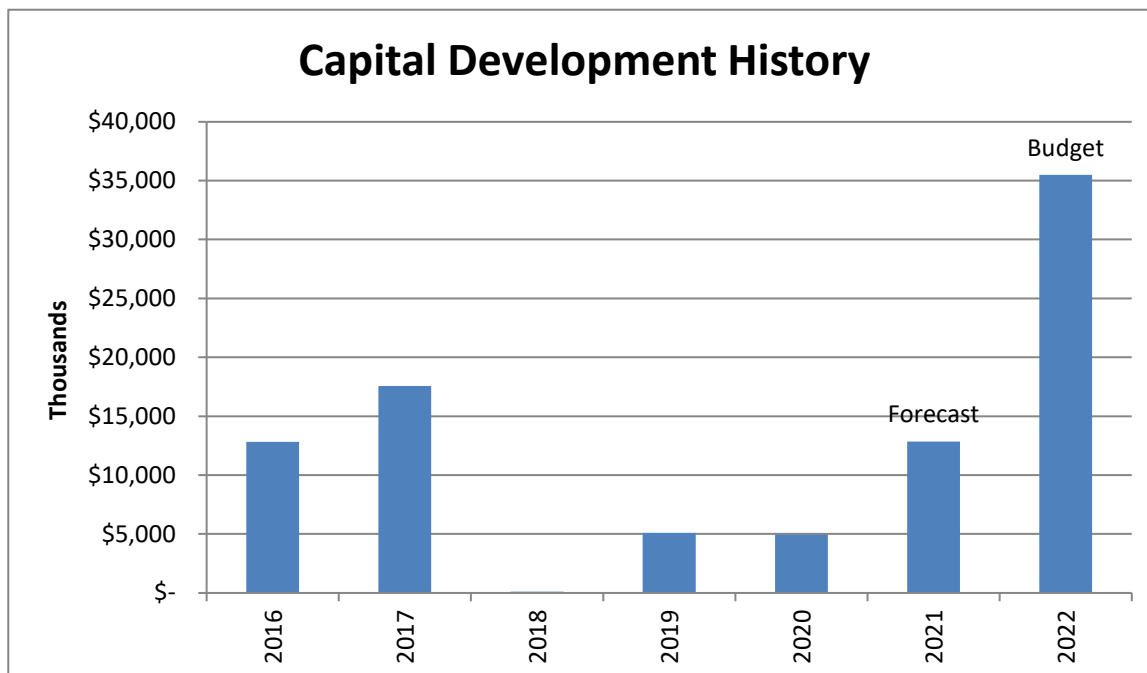
Contributions are related to funding from Federal and State grant programs. These tend to be large programs that often cover multiple years. For a list of grant funding projects refer to Capital Improvements and Major Maintenance Program. Contributions are budgeted at \$1.7M for FY2022 which is a decrease from \$6.2M in FY2021.

## Non-operating Expenses

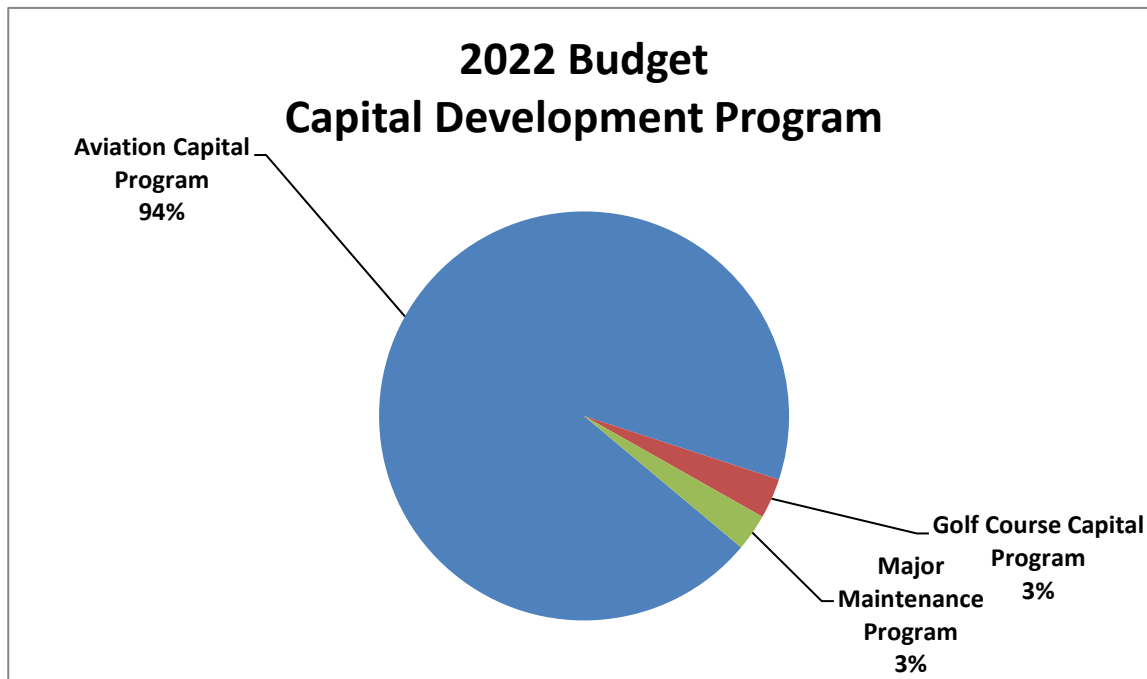
Non-operating Expenses are costs unrelated to the day-to-day operations of the Authority. Often these costs include debt service payments and interest expenses. In prior years, the Authority’s only Non-operating Expenses were property taxes paid on the 2,800-plus acres of land on which the Airport, Flight Center, Golf Course, and DBC Business Park reside.

## Capital Development Program

Costs associated with the Authority’s Capital Development Program include capital projects, purchases of fixed assets and equipment, and major maintenance of capital assets for the Airport, Flight Center, and Golf Course. All project, asset, and equipment purchase costs are evaluated against the Authority’s fixed asset policy. Costs that qualify for capitalization are recorded on the Airport’s books and depreciated accordingly. Expenses for the major maintenance of capital assets are not capitalized but are included within Operating Expenses. However, due to the significant costs and time considerations usually associated with these projects, Major Maintenance costs are included for reference purposes within the Capital Development Program. Major Maintenance costs are expensed to their respective Authority operation (DAA, DFC, or PLGC).



Total Capital Development Program expenditures for FY2022 are budgeted at \$35,881,283 which represents an 89.9% increase from the previous year's budget.



The FY2022 Capital Development Program includes \$24 million in new funding requests, \$3.4 million in funds carried over from the previous budget year to complete projects already under construction, and \$8.5 million in funds from Federal and State grant programs.

Of the \$35.9 million budgeted for the Capital Development Program in FY2022, \$34.5 million is for capital projects, fixed assets, and equipment purchases. This includes \$33.2 million for Aviation capital projects, \$1.5 million for Golf Course capital projects, and \$100K reserved in contingency funding for unplanned, emergency expenditures. In addition to capital projects, another \$908K is budgeted for the major maintenance of capital assets.

Major expenditures in the FY2022 Capital Development Program include \$19.2M for new hightail hangar, \$3M for phases 2 & 3 of the security and wildlife perimeter fencing project, \$1.5M for Runway 10/28 Avigation Easement Acquisitions, \$1.3M to rehabilitate Runway 10/28, \$1M to overlay Taxiway B, \$900k replacement of Homerun ductbank, and \$800k replace ATP/AVEL ramp with PCC, as well as several smaller projects.

## Debt Obligations

The Authority currently does not carry any debt obligations and has no plans to assume any debt in the foreseeable future. The budget process is carefully monitored, reviewed, and approved by department managers, executive staff, and the Board of Commissioners to ensure all operating and capital expenditures are fully funded by the anticipated operating revenues, property tax revenues, and any proceeds from the sales of Airport property.



# DUPAGE AIRPORT AUTHORITY

## **A100 – Administration**

The DuPage Airport Administration Department consists of (5) employees, including the Executive Director, the Director of Aviation Facilities & Properties, the Director of Finance & Administration, the IT Manager, and the Executive Assistant.

The department is used to aggregate revenues and costs that are enterprise-wide in nature.

### **Budget Summary**

The FY2022 budget for the Administration Department includes \$7,900,544 in total revenues and \$2,928,491 in total expenses, excluding depreciation. The overall budgeted Net Income, excluding depreciation, is \$4,972,053 for FY2022. This is a 61% decrease from the previous year and includes a 50% decrease in total revenues and a 3% increase in total expenses.

- Decreased revenues are primarily driven by a significant decrease in anticipated Federal/State grant funding expected in FY2022 and gain on sale of fixed assets. Grant funds are budgeted to decrease 73% from the FY2021 budget of \$6.18M to \$1.69M. Also, Gain on Sale of Fixed Assets is expected to decrease 99% from \$3.4M in the FY21 budget to \$30K due to no expected DBC land sales in 2022.
- Salaries and related expenses comprise 29% of the total FY2022 budgeted expenses and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions. Headcount expenses are flat from FY2021 budget.
- Air Traffic Control Tower (ATCT) and U.S. Customs (USC) expenses represent 30% of the total budgeted expenses (excluding depreciation) at \$874K. In FY2022, \$250K of Property Tax revenue will be used to cover a portion of ATCT services.

### **Significant Variances**

Gain on Sale of Fixed Assets - Budgeted a decrease in FY2022 to \$30K. This is due to the fact that there are no expected DBC land sales in 2022.

Federal/State Grants - Revenue is budgeted with \$1.69M in total grant funding. While we will have active projects of \$8.5M, due to timing we don't expect to realize it all during this fiscal year.

Investment Income – Budgeted an increase of 171% (\$126k) in FY2022 due to a significantly higher invested funds. In addition, we will be working with an investment advisor in 2022.

Consulting Services – Expenses are expected to increase 27% in FY2022 (up \$81K) due to increased general engineering and IT consulting costs.

Property Tax – Property Taxes are budgeted to increase 18% (+\$30K) in 2022. This is mostly due to the continued development of land at the DBC. Some of the DAA-owned parcels are losing their tax-exempt “farm” status, which will increase our taxes owed until we find buyers for the available land.

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

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
3195 SASO Commissions	\$ 32,245	\$ 32,245	\$ 32,245	\$ 32,045	\$ 32,241	\$ 32,241	0%	
3250 Customs Fee	\$ 109,647	\$ 114,273	\$ 38,699	\$ 73,155	\$ 98,316	\$ 78,770	-20%	
3900 Contribution Revenue	\$ 644,099	\$ 37,957	\$ 363,567	\$ 80,000	\$ -	\$ -	0%	
3910 Replacement Taxes	\$ 53,644	\$ 66,693	\$ 59,608	\$ 75,000	\$ 60,000	\$ 70,000	17%	
3930 Prior Years Property Taxes	\$ 2,856	\$ 2,489	\$ 1,672	\$ 1,200	\$ 2,400	\$ 2,004	-17%	
3940 Property Taxes	\$ 6,029,918	\$ 5,535,612	\$ 5,542,400	\$ 5,421,434	\$ 5,530,000	\$ 5,530,000	0%	
3945 Property Taxes designated for Operating	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	0%	
3960 Federal/State Grants	\$ 321,306	\$ 68,189	\$ 321,522	\$ 1,511,267	\$ 6,175,785	\$ 1,692,525	-73%	
3970 Investment Income	\$ 163,502	\$ 456,881	\$ 294,287	\$ 107,000	\$ 73,700	\$ 200,004	171%	
3981 Gain on Sale of Fixed Assets	\$ 10,108,842	\$ 9,741,599	\$ 4,983,915	\$ 23,588,114	\$ 3,432,833	\$ 30,000	-99%	
3990 Misc. Income	\$ 125,663	\$ 18,675	\$ 28,922	\$ 15,000	\$ 20,004	\$ 15,000	-25%	
<b>Total Revenue</b>	<b>\$ 17,591,721</b>	<b>\$ 16,074,614</b>	<b>\$ 11,666,837</b>	<b>\$ 31,154,215</b>	<b>\$ 15,675,279</b>	<b>\$ 7,900,544</b>	<b>-50%</b>	
5410 Equip Leases/Maint. Contracts	\$ 48,949	\$ 86,326	\$ 55,723	\$ 77,196	\$ 77,196	\$ 34,248	-56%	
5430 Supplies	\$ 8,349	\$ 10,322	\$ 11,852	\$ 12,000	\$ 16,056	\$ 11,496	-28%	
5440 DOT/Drug Testing/Background	\$ 973	\$ 862	\$ 948	\$ 500	\$ 852	\$ 996	17%	
5999 Miscellaneous Expense	\$ -	\$ 283	\$ 190	\$ -	\$ -	\$ -	0%	
6100 Salaries	\$ 674,798	\$ 622,162	\$ 658,063	\$ 671,948	\$ 678,107	\$ 695,203	3%	
6110 Payroll Taxes	\$ 43,671	\$ 42,529	\$ 44,212	\$ 42,295	\$ 46,891	\$ 47,702	2%	
6115 Unemployment taxes	\$ 4,423	\$ 3,742	\$ 2,946	\$ 3,346	\$ 5,850	\$ 4,538	-22%	
6120 Group Insurance	\$ 70,559	\$ 36,255	\$ 44,115	\$ 57,699	\$ 72,260	\$ 57,151	-21%	
6130 Uniforms	\$ -	\$ 55	\$ -	\$ -	\$ -	\$ -	0%	
6160 IMRF	\$ 118,996	\$ 45,131	\$ 18,833	\$ 49,697	\$ 49,769	\$ 42,669	-14%	
6200 Property Tax	\$ 106,471	\$ 114,841	\$ 247,866	\$ 187,168	\$ 166,092	\$ 196,524	18%	
6300 Marketing/Advertising	\$ -	\$ -	\$ 235	\$ -	\$ -	\$ -	0%	
6320 Community/Customer Relations	\$ 1,086	\$ 3,848	\$ 1,688	\$ 5,765	\$ 3,600	\$ 5,600	56%	
6330 Travel	\$ 6,382	\$ 3,733	\$ 286	\$ 7,500	\$ 7,500	\$ 7,500	0%	
6335 Education	\$ 2,084	\$ 238	\$ 765	\$ 4,200	\$ 4,200	\$ 4,200	0%	
6340 Dues Subscriptions Permits	\$ 12,333	\$ 12,444	\$ 4,698	\$ 8,580	\$ 8,580	\$ 8,580	0%	
6350 Office Expense	\$ 2,851	\$ 3,899	\$ 3,173	\$ 2,800	\$ 3,504	\$ 3,504	0%	
6356 Computer and Software	\$ 19,629	\$ 59,027	\$ 52,259	\$ 28,296	\$ 28,296	\$ 56,796	101%	
6390 Communications	\$ 30,634	\$ 34,590	\$ 34,003	\$ 38,000	\$ 30,216	\$ 36,000	19%	
6420 Bad Debt Expense	\$ 24,993	\$ 2,548	\$ 152,366	\$ 75,000	\$ 15,000	\$ 35,004	133%	
6430 Bank Charges	\$ 312	\$ 340	\$ 1,190	\$ 600	\$ 504	\$ 804	60%	
6525 Consulting Services	\$ 155,319	\$ 161,603	\$ 178,024	\$ 295,104	\$ 301,104	\$ 382,308	27%	
6527 Outside Services	\$ 9,560	\$ 9,971	\$ 11,559	\$ 10,516	\$ 9,996	\$ 11,004	10%	
6529 DuPage Business Park Association Expense	\$ 394,180	\$ 222,926	\$ 132,010	\$ 120,000	\$ 178,242	\$ 120,000	-33%	
6531 U.S. Customs	\$ 148,460	\$ 151,118	\$ 217,327	\$ 205,158	\$ 197,232	\$ 200,004	1%	
6532 Air Traffic Control Tower	\$ 601,464	\$ 623,105	\$ 637,240	\$ 653,985	\$ 653,985	\$ 673,656	3%	
6535 Legal	\$ 181,300	\$ 141,851	\$ 222,115	\$ 180,000	\$ 180,000	\$ 180,000	0%	
6770 Insurance	\$ 41,683	\$ 46,336	\$ 90,048	\$ 107,628	\$ 117,084	\$ 113,004	-3%	
6950 Transfers to Prairie Landing	\$ 180,372	\$ 64,304	\$ 16,642	\$ 378,920	\$ -	\$ -	0%	
<b>Total Expense</b>	<b>\$ 2,889,834</b>	<b>\$ 2,504,386</b>	<b>\$ 2,840,377</b>	<b>\$ 3,223,901</b>	<b>\$ 2,852,116</b>	<b>\$ 2,928,491</b>	<b>3%</b>	
<b>Net Income not including Depreciation</b>	<b>\$ 14,701,887</b>	<b>\$ 13,570,227</b>	<b>\$ 8,826,460</b>	<b>\$ 27,930,314</b>	<b>\$ 12,823,163</b>	<b>\$ 4,972,053</b>	<b>-61%</b>	

## **A150 – Procurement & Project Management**

The DuPage Airport Authority Procurement & Project Management Department employs three (3) full-time staff positions including the Operations and Capital Program Manager, Operations Assistant and the Procurement Specialist. The department manages the procurement functions for three business units and provides project management support for Capital Improvement Program projects. In addition, the department administers Airport safety, security, and environmental compliance programs.

### **Budget Summary**

The total FY2022 budget for the Procurement & Project Management Department is \$322,090.

- Salaries and related costs are the largest portion of the department's budget. Payroll-related items comprise 93% of the total FY2022 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- Computer and Software costs along with Supplies account for 2.7% of FY2022 budget and include subscriptions for airport inspection software, contract software, and security access control supplies.
- The remaining 4.3% of the FY2022 budget includes OSHA Bloodborne Pathogens Exposure Control Plan supplies, employee/contractor background checks and fingerprinting fees, regulatory training fees for all employees, subscription services, and education.

### **Significant Variances**

Salaries - Compensation is budgeted to increase \$53.2K. This is due to the addition of the Operations Assistant. Plan includes standard annual COL and merit increases (about 4%).

Group Insurance - Costs are planned to increase about 26% (+\$8K) in FY2021 due to the additional headcount in this department.



**Department A150 - Project & Procurement Management**  
**Statement of Revenues and Expenses**

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>0%</b>	
5205 Maintenance Expense	\$ 1,622	\$ 644	\$ -	\$ -	\$ -	\$ -	0%	
5410 Equip Leases/Maint. Contracts	\$ 990	\$ 990	\$ 997	\$ 1,080	\$ 1,080	\$ 1,110	3%	
5430 Supplies	\$ 1,425	\$ 2,392	\$ 383	\$ 2,500	\$ 2,980	\$ 2,980	0%	
5440 DOT/Drug Testing/Background	\$ 45	\$ -	\$ -	\$ -	\$ 1,000	\$ 804	-20%	
6100 Salaries	\$ 228,737	\$ 243,809	\$ 190,601	\$ 171,292	\$ 170,728	\$ 223,927	31%	
6110 Payroll Taxes	\$ 16,362	\$ 17,822	\$ 13,983	\$ 12,900	\$ 13,061	\$ 17,130	31%	
6115 Unemployment taxes	\$ 3,538	\$ 2,245	\$ 1,768	\$ 1,315	\$ 2,387	\$ 2,726	14%	
6120 Group Insurance	\$ 49,015	\$ 30,540	\$ 30,447	\$ 32,544	\$ 32,544	\$ 40,895	26%	
6160 IMRF	\$ 42,645	\$ 18,159	\$ 6,032	\$ 13,652	\$ 13,607	\$ 15,093	11%	
6330 Travel	\$ 27	\$ 274	\$ 23	\$ 1,050	\$ 2,050	\$ 2,050	0%	
6335 Education	\$ -	\$ 764	\$ -	\$ 1,150	\$ 1,950	\$ 2,450	26%	
6340 Dues Subscriptions Permits	\$ 1,520	\$ 1,605	\$ 3,610	\$ 2,525	\$ 2,525	\$ 2,525	0%	
6350 Office Expense	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
6356 Computer and Software	\$ 5,740	\$ 6,667	\$ 4,200	\$ 5,900	\$ 5,900	\$ 5,900	0%	
6390 Communications	\$ 2,568	\$ 2,499	\$ 2,402	\$ 2,280	\$ 3,060	\$ 2,280	-25%	
6770 Insurance	\$ 1,696	\$ 1,683	\$ 1,582	\$ 2,109	\$ 2,112	\$ 2,220	5%	
<b>Total Expense</b>	\$ 355,950	\$ 330,094	\$ 256,028	\$ 250,297	\$ 254,984	\$ 322,090	<b>26%</b>	
<b>Net Income not including Depreciation</b>	\$ (355,950)	\$ (330,094)	\$ (256,028)	\$ (250,297)	\$ (254,984)	\$ (322,090)	<b>-26%</b>	

## **A200 – Field Maintenance**

The DuPage Airport Field Maintenance Department consists of nine employees, including (2) Airfield Maintenance Supervisors and (7) Airfield Maintenance Technician II positions.

The department maintains over 2.4 million square feet of runways and 1,100 acres of airfield and landside grounds. Responsibilities include snow removal, landscaping, and all maintenance tasks associated with the operational integrity of the runways, taxiways, and movement areas on the airfield along with maintaining the landside portion of the airport.

### **Budget Summary**

The FY2022 budget for the Field Maintenance Department includes \$686,342 in total revenues and \$1,928,826 in total expenses. The overall budgeted Net Loss of \$1,242,484 for FY2022 is a 2% decrease from the previous year and includes a 4% increase in total revenues and a 2% increase in total expenses.

- Salaries and related costs are the largest portion of the Field Maintenance department's budget. Headcount-related expenses comprise 50.6% of the total FY2022 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions. There is a slight decrease of 1.8% in headcount-related costs compared to last year.
- Aircraft Rescue & Firefighting (ARFF) expenses represent 26.6% of the total budgeted expenses and are up 8% from the previous year's budget. In 2022, \$250K of Property Tax revenue will be budgeted towards ARFF expenses.
- Maintenance Expense is 6.7% of the total budgeted expense and is flat from the prior year's budget.

### **Significant Variances**

IMRF – Department costs for IMRF contributions are decreasing 19% (\$11.1K) in 2022 due to lower contribution formulas required by the pension agency.

ARFF – Budgeted expenses related to ARFF are increasing 8% (\$39.6K) over last year's plan due to decreased interagency agreement costs. Property Tax revenue (\$250K) will be used to help offset ARFF expenses in 2022.

Ice Control Supplies- Budgeted expenses are increasing 28% (\$20.1K) over last year's plan due to increasing product and replenishing inventory levels.

**Department A200 - Field Maintenance**

**Statement of Revenues and Expenses**

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
3190	Collection Fees Service Fees Towing	\$ 5,216	\$ 30	\$ 10	\$ 40	\$ 156	\$ 36	-77%
3191	Ramp Tie Downs & Overnight fees	\$ 139,798	\$ 137,985	\$ 134,837	\$ 225,087	\$ 130,164	\$ 150,532	16%
3299	Non Airfield Rent/Lease/Maintenance Revenue	\$ 274,139	\$ 282,710	\$ 276,654	\$ 244,127	\$ 280,412	\$ 285,774	2%
3945	Property Taxes designated for Operating	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	0%
	<b>Total Revenue</b>	<b>\$ 419,153</b>	<b>\$ 420,724</b>	<b>\$ 411,501</b>	<b>\$ 719,254</b>	<b>\$ 660,732</b>	<b>\$ 686,342</b>	<b>4%</b>
5205	Maintenance Expense	\$ 104,557	\$ 39,554	\$ 39,715	\$ 110,000	\$ 129,996	\$ 129,996	0%
5410	Equip Leases/Maint. Contracts	\$ 16,517	\$ 16,787	\$ 7,550	\$ 26,000	\$ 26,000	\$ 26,100	0%
5415	Garbage/Waste Removal	\$ 2,657	\$ 5,550	\$ 3,674	\$ 6,396	\$ 6,396	\$ 6,396	0%
5430	Supplies	\$ 4,483	\$ 7,663	\$ 4,801	\$ 8,496	\$ 8,496	\$ 8,496	0%
5433	Ice Control Supplies	\$ 63,319	\$ 121,214	\$ 81,775	\$ 72,800	\$ 72,800	\$ 92,900	28%
5440	DOT/Drug Testing/Background	\$ -	\$ 340	\$ 475	\$ 756	\$ 756	\$ 756	0%
5720	Utilities Electric	\$ 44,365	\$ 45,009	\$ 47,750	\$ 52,000	\$ 45,000	\$ 56,800	26%
6100	Salaries	\$ 660,246	\$ 697,172	\$ 711,353	\$ 748,685	\$ 746,517	\$ 717,543	-4%
6110	Payroll Taxes	\$ 48,266	\$ 51,178	\$ 52,564	\$ 56,301	\$ 57,109	\$ 54,892	-4%
6115	Unemployment taxes	\$ 7,961	\$ 6,736	\$ 5,303	\$ 5,919	\$ 10,530	\$ 8,553	-19%
6120	Group Insurance	\$ 141,767	\$ 149,657	\$ 123,994	\$ 114,963	\$ 120,539	\$ 147,432	22%
6130	Uniforms	\$ 4,678	\$ 4,155	\$ 4,626	\$ 7,248	\$ 7,248	\$ 8,052	11%
6160	IMRF	\$ 122,985	\$ 52,180	\$ 22,084	\$ 59,350	\$ 59,497	\$ 48,362	-19%
6330	Travel	\$ -	\$ 188	\$ -	\$ 300	\$ 300	\$ 204	-32%
6335	Education	\$ 51	\$ 340	\$ 246	\$ -	\$ 575	\$ 600	4%
6340	Dues Subscriptions Permits	\$ -	\$ 35	\$ -	\$ 50	\$ 50	\$ 48	-4%
6350	Office Expense	\$ -	\$ -	\$ 223	\$ -	\$ -	\$ -	0%
6390	Communications	\$ 1,540	\$ 1,957	\$ 1,610	\$ 1,540	\$ 1,540	\$ 1,596	4%
6525	Consulting Services	\$ 1,800	\$ 1,500	\$ 1,500	\$ 1,800	\$ 1,800	\$ 1,800	0%
6527	Outside Services	\$ 36,251	\$ 24,333	\$ 14,081	\$ 50,000	\$ 50,000	\$ 50,004	0%
6548	ARFF	\$ 474,020	\$ 493,084	\$ 483,553	\$ 480,459	\$ 473,316	\$ 512,880	8%
6770	Insurance	\$ 49,732	\$ 57,740	\$ 50,763	\$ 52,776	\$ 65,988	\$ 55,416	-16%
	<b>Total Expense</b>	<b>\$ 1,785,194</b>	<b>\$ 1,776,373</b>	<b>\$ 1,657,641</b>	<b>\$ 1,855,839</b>	<b>\$ 1,884,453</b>	<b>\$ 1,928,826</b>	<b>2%</b>
	<b>Net Income not including Depreciation</b>	<b>\$ (1,366,042)</b>	<b>\$ (1,355,650)</b>	<b>\$ (1,246,140)</b>	<b>\$ (1,136,585)</b>	<b>\$ (1,223,721)</b>	<b>\$ (1,242,484)</b>	<b>-2%</b>

## **A300 – Building Maintenance**

The DuPage Airport Building Maintenance Department will employ (5) full-time staff members to maintain and repair the buildings on the airfield. The maintenance crew takes care of approximately 40 buildings. These buildings range in complexity from simple T-Hangars to the High-tail Jet Hangars, Air Traffic Control Tower, and The Prairie Landing Golf Course buildings. Responsibilities include scheduling and performing preventive maintenance on the buildings and all mechanical systems. Repairs required from age, weather damage, accidental damage or tenant requests. In addition to buildings, this crew performs maintenance and repairs on all outside building and street lighting, as well as repairs and maintenance on all power gate operators, and assists with the gate access control system. Staff also maintains inventory of repair parts and assists other departments as required.

### **Budget Summary**

The FY2022 budget for the Building Maintenance Department includes \$3,137,433 in total revenues and \$1,077,158 in total expenses. The overall budgeted Net Income of \$2,060,275 for FY2022 is a 24% increase from the previous year and includes a 14% increase in total revenues and a 2% decrease in total expenses.

- Salaries and related expenses are the largest portion of the Building Maintenance department's budget. Headcount-related items comprise 48.4% of the total FY2022 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions. Total headcount-related costs are budgeted to decrease 0.9% (\$4K) compared to last year.
- Building utilities, including natural gas, electric, and water, represent 18.9% of the total budgeted expenses and are down 5.8% (-\$13K) from the previous year's budget.
- Insurance is 14.1% of the total budgeted expense and is down 14% (-\$25k) from last year's budget.

### **Significant Variances**

Insurance – Costs are budgeted to decrease 14% (\$25k) due to previous year estimates were higher than actuals. We are budgeting for 4.8% increase from our 2021 forecast actual costs.

Group Insurance – The FY2022 budget is down 9% (\$9K) from last year's budget due to a change in the open enrollment mix.

Non-Airfield Rent/Lease/Maintenance Revenue is up 48% (\$97K) from last year's budget due to new tenants.

**Department A300 - Building Maintenance**

**Statement of Revenues and Expenses**

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
3180	Hangar Rentals	\$ 2,421,116	\$ 2,484,866	\$ 2,575,699	\$ 2,654,064	\$ 2,554,372	\$ 2,837,196	11%
3190	Collection Fees Service Fees Towing	\$ 390	\$ 2,344	\$ 1,282	\$ 1,200	\$ 1,200	\$ 1,200	0%
3299	Non Airfield Rent/Lease/Maintenance Revenue	\$ 237,968	\$ 235,545	\$ 249,180	\$ 200,498	\$ 202,191	\$ 299,037	48%
	<b>Total Revenue</b>	<b>\$ 2,659,474</b>	<b>\$ 2,722,756</b>	<b>\$ 2,826,160</b>	<b>\$ 2,855,761</b>	<b>\$ 2,757,763</b>	<b>\$ 3,137,433</b>	<b>14%</b>
5205	Maintenance Expense	\$ 86,282	\$ 111,676	\$ 94,688	\$ 105,996	\$ 105,996	\$ 119,004	12%
5206	Reimburse for Maintenance	\$ 910	\$ (10,619)	\$ 7,767	\$ -	\$ -	\$ -	0%
5410	Equip Leases/Maint. Contracts	\$ 23,382	\$ 23,124	\$ 13,200	\$ 29,000	\$ 29,400	\$ 29,652	1%
5415	Garbage/Waste Removal	\$ 6,335	\$ 6,055	\$ 4,776	\$ 6,804	\$ 6,804	\$ 7,200	6%
5416	Janitorial Services	\$ 20,790	\$ 23,927	\$ 25,854	\$ 29,196	\$ 29,196	\$ 29,928	3%
5430	Supplies	\$ 3,087	\$ 987	\$ 1,820	\$ 3,504	\$ 3,504	\$ 7,752	121%
5440	DOT/Drug Testing/Background	\$ -	\$ 230	\$ 55	\$ 300	\$ 300	\$ 300	0%
5710	Utilities Natural Gas	\$ 109,977	\$ 112,695	\$ 94,433	\$ 101,189	\$ 105,000	\$ 100,408	-4%
5720	Utilities Electric	\$ 105,590	\$ 90,075	\$ 84,093	\$ 89,449	\$ 95,000	\$ 88,288	-7%
5730	Utilities Water/Sewer	\$ 14,068	\$ 13,210	\$ 15,796	\$ 14,193	\$ 16,000	\$ 14,736	-8%
6100	Salaries	\$ 277,799	\$ 288,217	\$ 306,226	\$ 376,941	\$ 367,492	\$ 375,869	2%
6110	Payroll Taxes	\$ 20,124	\$ 20,842	\$ 22,058	\$ 28,005	\$ 28,113	\$ 28,754	2%
6115	Unemployment taxes	\$ 4,423	\$ 3,116	\$ 2,482	\$ 3,406	\$ 5,850	\$ 4,704	-20%
6120	Group Insurance	\$ 72,126	\$ 82,352	\$ 73,298	\$ 87,799	\$ 95,167	\$ 86,409	-9%
6130	Uniforms	\$ 3,258	\$ 2,699	\$ 2,878	\$ 3,372	\$ 3,372	\$ 3,588	6%
6160	IMRF	\$ 48,744	\$ 21,289	\$ 9,347	\$ 29,858	\$ 29,289	\$ 25,334	-14%
6340	Dues Subscriptions Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156	0%
6390	Communications	\$ 3,974	\$ 1,395	\$ 2,082	\$ 2,400	\$ 2,400	\$ 2,820	18%
6770	Insurance	\$ 119,781	\$ 124,002	\$ 136,573	\$ 145,000	\$ 177,552	\$ 152,256	-14%
	<b>Total Expense</b>	<b>\$ 920,649</b>	<b>\$ 915,273</b>	<b>\$ 897,427</b>	<b>\$ 1,056,412</b>	<b>\$ 1,100,435</b>	<b>\$ 1,077,158</b>	<b>-2%</b>
	<b>Net Income not including Depreciation</b>	<b>\$ 1,738,825</b>	<b>\$ 1,807,482</b>	<b>\$ 1,928,733</b>	<b>\$ 1,799,349</b>	<b>\$ 1,657,328</b>	<b>\$ 2,060,275</b>	<b>24%</b>

## **A400 – Flight Center Building Maintenance**

The DuPage Airport Flight Center Building Maintenance Department is an extension of the Building Maintenance Department and utilizes the same staff. Duties include maintenance and repairs for the Flight Center building and all the systems and environmental controls associated with it.

The Flight Center building includes offices for 10 tenants as well as the DAA administrative offices, the Flight Center concierge services, Kitty Hawk Café, Pilot's Lounge, and multiple conference rooms.

### **Budget Summary**

The FY2022 budget for the Flight Center Building Maintenance Department includes \$212.286 in total revenues and \$428,893 in total expenses. The overall budgeted Net Loss of \$216,607 for FY2022 represents a 3% decrease from the previous year, which includes a 9% increase in total revenue and a 6% increase in total expenses.

- Building utilities, including natural gas, electric, and water, represent 32% of the total budgeted expenses and are up 8.4% (+\$10K) from the previous year's budget.
- Property Taxes are 27% of the total budgeted expense and are up 7% (\$7K) from last year's budget.
- Janitorial Services account for 18% of total budgeted expenses and will decrease 3% (\$2K) from 2021.

### **Significant Variances**

Non-Airfield Rent/Lease/Maintenance Revenue – Revenue is increasing 9% (+\$17.5K) from last year due. In 2021 we saw a robust increase in new rentals and the increased business is anticipated to continue in 2022.

**Department A400 - Flight Center Building**

**Statement of Revenues and Expenses**

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
3299 Non Airfield Rent/Lease/Maintenance Revenue	\$ 239,220	\$ 215,029	\$ 165,500	\$ 208,074	\$ 194,748	\$ 212,286	9%	
<b>Total Revenue</b>	<b>\$ 239,220</b>	<b>\$ 215,029</b>	<b>\$ 165,500</b>	<b>\$ 208,074</b>	<b>\$ 194,748</b>	<b>\$ 212,286</b>	<b>9%</b>	
5205 Maintenance Expense	\$ 30,783	\$ 19,470	\$ 20,439	\$ 42,000	\$ 42,000	\$ 42,996	2%	
5410 Equip Leases/Maint. Contracts	\$ 25,979	\$ 25,701	\$ 17,956	\$ 30,000	\$ 35,748	\$ 37,248	4%	
5415 Garbage/Waste Removal	\$ 1,200	\$ 1,433	\$ 1,704	\$ 1,224	\$ 1,224	\$ 1,224	0%	
5416 Janitorial Services	\$ 47,152	\$ 58,514	\$ 61,300	\$ 78,000	\$ 78,000	\$ 75,852	-3%	
5430 Supplies	\$ 9,198	\$ 4,915	\$ 4,321	\$ 11,000	\$ 11,004	\$ 11,004	0%	
5710 Utilities Natural Gas	\$ 19,875	\$ 22,778	\$ 16,097	\$ 19,916	\$ 20,000	\$ 19,453	-3%	
5720 Utilities Electric	\$ 103,892	\$ 95,278	\$ 88,059	\$ 104,459	\$ 92,000	\$ 100,456	9%	
5730 Utilities Water/Sewer	\$ 18,884	\$ 18,419	\$ 19,525	\$ 20,000	\$ 17,000	\$ 20,000	18%	
6200 Property Tax	\$ 92,908	\$ 104,089	\$ 105,924	\$ 109,862	\$ 107,988	\$ 115,356	7%	
6390 Communications	\$ -	\$ -	\$ 2,388	\$ 5,282	\$ -	\$ 5,304	0%	
6527 Outside Services	\$ -	\$ -	\$ 3,500	\$ -	\$ -	\$ -	0%	
<b>Total Expense</b>	<b>\$ 349,872</b>	<b>\$ 350,596</b>	<b>\$ 341,213</b>	<b>\$ 421,743</b>	<b>\$ 404,964</b>	<b>\$ 428,893</b>	<b>6%</b>	
<b>Net Income not including Depreciation</b>	<b>\$ (110,652)</b>	<b>\$ (135,568)</b>	<b>\$ (175,714)</b>	<b>\$ (213,669)</b>	<b>\$ (210,216)</b>	<b>\$ (216,607)</b>	<b>-3%</b>	

## **A500 – Equipment Maintenance**

The DuPage Airport Equipment Maintenance department is responsible for maintaining all the Airport's equipment used in the Field Maintenance, Building Maintenance, Line Service, and Administration departments. This department employs three full-time mechanics who maintain 105 pieces of equipment including 13 standby generators, 6 trailers, and numerous pieces of small equipment such as chain saws, weed whips, lavatory and water carts, and other support equipment. Primary duties include scheduled/preventive maintenance on all equipment and repairs as required. This department maintains parts/supplies inventory for all mowers and snow equipment. It also helps other departments with snow removal and hangar door repairs.

### **Budget Summary**

The total FY202 budget for the Equipment Maintenance Department is \$444,381, which is a 29% increase from the FY2021 budget.

- Salaries and related costs are the largest portion of the Equipment Maintenance department's budget. Headcount-related items account for 51% of the total FY2022 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- Maintenance Expense – Costs to maintain equipment and vehicles are 18% of the budget and are expected to increase 18% (\$10K) in FY2022.
- Fuel/Oil Vehicles Equipment – Fuel & Oil costs for equipment are 18% of the budget and are expected to increase 50% (\$27k) in FY2022 due to the rising costs of fuel.

### **Significant Variances**

Salaries and related expenses- Expenses are budgeted to increase \$59K (+35%) due to the hiring of a third full-time mechanic.



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

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>0%</b>	
5205 Maintenance Expense	\$ 45,135	\$ 56,734	\$ 37,673	\$ 54,996	\$ 54,996	\$ 65,004	18%	
5410 Equip Leases/Maint. Contracts	\$ 189	\$ 328	\$ 321	\$ 996	\$ 996	\$ 1,836	84%	
5420 Fuel/Oil Vehicles Equipment	\$ 61,907	\$ 62,216	\$ 38,524	\$ 53,196	\$ 53,196	\$ 80,004	50%	
5430 Supplies	\$ 4,160	\$ 2,488	\$ 2,046	\$ 3,500	\$ 3,996	\$ 3,996	0%	
5435 Small Equipment	\$ 4,287	\$ 1,048	\$ 850	\$ 1,500	\$ 1,500	\$ 2,496	66%	
5440 DOT/Drug Testing/Background	\$ -	\$ 55	\$ -	\$ 204	\$ 204	\$ 300	47%	
5710 Utilities Natural Gas	\$ 12,761	\$ 10,162	\$ 10,718	\$ 12,560	\$ 11,000	\$ 15,800	44%	
5720 Utilities Electric	\$ 15,554	\$ 10,032	\$ 1,701	\$ 2,500	\$ 15,000	\$ 15,468	3%	
5730 Utilities Water/Sewer	\$ 1,364	\$ 1,200	\$ 1,314	\$ 1,350	\$ 1,452	\$ 1,360	-6%	
6100 Salaries	\$ 248,410	\$ 245,823	\$ 240,179	\$ 134,537	\$ 131,099	\$ 183,020	40%	
6110 Payroll Taxes	\$ 17,972	\$ 17,833	\$ 15,778	\$ 9,993	\$ 10,029	\$ 14,001	40%	
6115 Unemployment taxes	\$ 2,654	\$ 2,608	\$ 2,238	\$ 1,315	\$ 2,372	\$ 2,776	17%	
6120 Group Insurance	\$ 43,691	\$ 43,308	\$ 30,930	\$ 16,390	\$ 16,193	\$ 17,208	6%	
6130 Uniforms	\$ 779	\$ 1,558	\$ 2,364	\$ 1,900	\$ 1,992	\$ 2,196	10%	
6160 IMRF	\$ 46,282	\$ 18,889	\$ 8,894	\$ 10,723	\$ 10,449	\$ 12,336	18%	
6335 Education	\$ -	\$ 220	\$ -	\$ -	\$ -	\$ -	0%	
6350 Office Expense	\$ -	\$ 160	\$ -	\$ -	\$ -	\$ -	0%	
6390 Communications	\$ 1,260	\$ 1,220	\$ 1,300	\$ 420	\$ 1,296	\$ 1,260	-3%	
6770 Insurance	\$ 21,778	\$ 24,289	\$ 22,725	\$ 24,110	\$ 29,544	\$ 25,320	-14%	
<b>Total Expense</b>	\$ <b>528,182</b>	\$ <b>500,169</b>	\$ <b>417,555</b>	\$ <b>330,190</b>	\$ <b>345,314</b>	\$ <b>444,381</b>	<b>29%</b>	
<b>Net Income not including Depreciation</b>	\$ <b>(528,182)</b>	\$ <b>(500,169)</b>	\$ <b>(417,555)</b>	\$ <b>(330,190)</b>	\$ <b>(345,314)</b>	\$ <b>(444,381)</b>	<b>-29%</b>	

## **A600 – Commissioners**

The Commissioners Department is used to capture the costs associated with board meetings and communications, as well as salaries and related payroll taxes. The DuPage Airport Authority Board is comprised of (9) members that are appointed by the DuPage County Chairman. The Commissioners attend 6 regular meetings throughout the year as well as special meetings, as needed.

The Board of Commissioners, in its capacity of governing the operations of the DuPage Airport Authority, enacts ordinances and resolutions to ensure efficient operational procedures and transparent expenditure of funds for capital projects and day-to-day operations.

### **Budget Summary**

The total FY2022 budget for the Commissioners Department is \$108K, which is less than a 2% increase from the FY2021 budget.

- Salaries and related costs are the largest portion of the Commissioners department budget. Headcount-related items comprise 90% of the total FY2020 budget and includes salaries and payroll taxes
- Insurance is 5.4% (\$5.8K) of the total FY2022 operating budget for the Commissioners department. This line includes Crime and D&O insurance.
- The remaining 4.6% (\$5K) of the FY2022 budget is miscellaneous costs for Board meetings and communications.

### **Significant Variances**

The total FY2022 budget is relatively unchanged from the prior year.

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

		ACTUALS			FORECAST	ANNUAL PLAN		
		2018	2019	2020	2021	2021	2022	Percent Change
<b>Total Revenue</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5430	Supplies	\$ 904	\$ 332	\$ -	\$ 200	\$ 600	\$ 504	-16%
6100	Salaries	\$ 87,500	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	0%
6110	Payroll Taxes	\$ 6,694	\$ 6,885	\$ 6,885	\$ 6,888	\$ 6,888	\$ 6,888	0%
6350	Office Expense	\$ 2,669	\$ 4,684	\$ 2,930	\$ 4,100	\$ 3,000	\$ 3,996	33%
6390	Communications	\$ 61	\$ 71	\$ 907	\$ 200	\$ 996	\$ 504	-49%
6770	Insurance	\$ 4,245	\$ 4,146	\$ 3,967	\$ 5,570	\$ 4,500	\$ 5,844	30%
<b>Total Expense</b>		\$ 102,073	\$ 106,117	\$ 104,688	\$ 106,958	\$ 105,984	\$ 107,736	2%
<b>Net Income not including Depreciation</b>		\$ (102,073)	\$ (106,117)	\$ (104,688)	\$ (106,958)	\$ (105,984)	\$ (107,736)	-2%

## **A700 – Business Development**

The Business Development Department provides business development and marketing support services to all the departments and divisions of the Airport Authority, especially the DuPage Flight Center and Prairie Landing Golf Club.

The services and support provided through this department include development, production, and distribution of print, web and electronic media, logoed marketing items, coordination with media and local communities, trade show and conference coordination and logistics.

### **Budget Summary**

The total FY2022 budget for Business Development is \$96K, which is no change from the FY2021 budget.

- Marketing/Advertising and Community/Customer Relations are the largest portions of the Business Development budget. These line items account for 97.4% of the total FY2022 budget and include outside communication, management services, promotional items, costs for aviation-related trade shows, and events to market the Airport, Flight Center, and Golf Course.
- Dues, Subscriptions, and Permits account for the remaining 2.6% (\$2.5K) of the total FY2022 budget and include newspaper/magazine subscriptions and chamber of commerce memberships.

### **Significant Variances**

The total FY2022 budget is unchanged from the prior year.

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

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>0%</b>	
6300 Marketing/Advertising	\$ 58,966	\$ 60,820	\$ 67,450	\$ 75,850	\$ 75,850	\$ 75,850	0%	
6320 Community/Customer Relations	\$ 12,402	\$ 7,906	\$ -	\$ 6,000	\$ 17,500	\$ 17,500	0%	
6340 Dues Subscriptions Permits	\$ 3,064	\$ 3,321	\$ 4,007	\$ 2,500	\$ 2,500	\$ 2,500	0%	
6350 Office Expense	\$ -	\$ 677	\$ 195	\$ -	\$ -	\$ -	0%	
<b>Total Expense</b>	\$ <b>74,433</b>	\$ <b>72,724</b>	\$ <b>71,652</b>	\$ <b>84,350</b>	\$ <b>95,850</b>	\$ <b>95,850</b>	<b>0%</b>	
<b>Net Income not including Depreciation</b>	\$ <b>(74,433)</b>	\$ <b>(72,724)</b>	\$ <b>(71,652)</b>	\$ <b>(84,350)</b>	\$ <b>(95,850)</b>	\$ <b>(95,850)</b>	<b>0%</b>	

## **A800 – Finance & Accounting**

The DuPage Airport Finance & Accounting Department employs two full-time senior accountants. In conjunction with support staff from other departments, the Airport Accounting Department coordinates and facilitates the accounting functions for three business operations and one joint business venture.

Major functions and responsibilities include daily operational tasks for Accounts Payable, Accounts Receivable, Payroll, Fixed Assets, and Financial Reporting for the Airport, the Flight Center, the Prairie Landing Golf Club, and the DuPage Business Center Property Owners Association. The Accounting Department is also tasked with the annual financial audit, coordinating the annual operating and capital plans, capital improvement program maintenance and reporting, and administering multiple accounting and document management software applications across all operations at the airport and golf club.

### **Budget Summary**

The total FY2022 budget for the Finance & Accounting Department is \$310K, which is an 5% (-\$18K) decrease from the FY2021 budget.

- Salaries and related costs are the largest portion of the Finance & Accounting department's budget. Headcount-related items comprise 85% of the total FY2022 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- Outside Services is 13% (\$40K) of the total FY2022 operating budget for Finance & Accounting. This line includes costs for the annual audit, miscellaneous consulting services throughout the year from our accounting firm and our accounting software support company, and costs associated with developing and submitting the ACFR and Budget to the GFOA.
- The remaining 2% (\$5K) of the FY2022 budget includes monthly insurance premiums, education, and supplies.

### **Significant Variances**

Salaries and related expenses – Expenses is budgeted to decrease 3.6% (-\$9K) due to reduction in the enrollment of group insurance.

Outside Services – Expenses are budgeted to decrease 17% (\$8K) in FY2022 due to one-time system improvement costs budgeted in 2021.

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

		ACTUALS			FORECAST	ANNUAL PLAN		
		2018	2019	2020	2021	2021	2022	Percent Change
<b>Total Revenue</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5430	Supplies	\$ 1,137	\$ 703	\$ 239	\$ 1,200	\$ 996	\$ 1,200	20%
6100	Salaries	\$ 216,701	\$ 229,949	\$ 206,348	\$ 192,831	\$ 196,116	\$ 207,298	6%
6110	Payroll Taxes	\$ 15,369	\$ 16,326	\$ 15,097	\$ 14,565	\$ 15,003	\$ 15,858	6%
6115	Unemployment taxes	\$ 2,654	\$ 2,245	\$ 1,709	\$ 1,315	\$ 2,340	\$ 2,310	-1%
6120	Group Insurance	\$ 44,821	\$ 48,986	\$ 42,840	\$ 27,162	\$ 44,794	\$ 25,638	-43%
6160	IMRF	\$ 40,266	\$ 16,900	\$ 7,079	\$ 15,369	\$ 15,630	\$ 13,487	-14%
6335	Education	\$ -	\$ -	\$ -	\$ 1,000	\$ 2,496	\$ 1,500	-40%
6350	Office Expense	\$ 25	\$ -	\$ 252	\$ 400	\$ -	\$ 396	0%
6527	Outside Services	\$ 30,478	\$ 36,865	\$ 32,430	\$ 40,000	\$ 48,000	\$ 39,996	-17%
6770	Insurance	\$ 1,662	\$ 1,683	\$ 1,582	\$ 2,082	\$ 2,028	\$ 2,088	3%
<b>Total Expense</b>		\$ 353,111	\$ 353,657	\$ 307,576	\$ 295,924	\$ 327,403	\$ 309,771	-5%
<b>Net Income not including Depreciation</b>		\$ (353,111)	\$ (353,657)	\$ (307,576)	\$ (295,924)	\$ (327,403)	\$ (309,771)	5%

*CHICAGO LAND'S*

*DUPAGE FLIGHT CENTER* 



## **F100 – DuPage Flight Center**

The DuPage Flight Center is a 24/7/365 operation that provides aircraft and customer support products and services to both based and transient customers of DuPage Airport. These based and transient customer operations vary from student and recreational pilots to international corporate and private flight departments flying worldwide to and from DuPage Airport. This department has a total budgeted headcount of 21 including (1) General Manager, (15) line staff, (4) concierge staff, and (1) accounting position. The DuPage Flight Center is the major aviation revenue-producing department to assist in funding support of the day-to-day operations of the Airport.

The major functions and responsibilities of this department include quality control, fueling (both Jet A and 100LL), hangar storage of aircraft, ground support services (towing of aircraft, auxiliary power, lavatory and water service, de-icing of aircraft), concierge service for both crew and passengers, and support of the other Airport Authority departments.

The aviation market for Chicagoland is extremely competitive with 15 airports within 35 miles of DuPage Airport, and includes 19 other businesses that sell aviation fuel.

### **Budget Summary**

The FY2022 budget for the Flight Center includes \$12.1M in total revenues and \$8.2M in total expenses for a Net Income of \$3.9M, which is a 138% increase from the FY2021 budget.

- Fuel and Oil Sales is the largest revenue line within the Flight Center budget at \$11.6M and accounts for 95% of the revenue for this department. This revenue is comprised of the sale of Jet A and 100LL aviation fuels.
- Revenue from Hangar Rentals is budgeted at \$430K for the storage of aircraft visiting DuPage Airport either for business or recreational purposes.
- Fuel and Oil Cost of Sales is the largest expense line within the DuPage Flight Center budget at \$5.9M and accounts for 72% of the expenses for this department.
- Salaries and related costs are the second-largest expense at \$1.5M and 18% of total expenses.

### **Significant Variances**

Fuel and Oil Sales - Revenue in FY2022 is budgeted at a 75% (\$4.99M) increase due to business has bounced back post COVID pandemic. Fuel and Oil Cost of Sales is budgeted with a 75% increase from FY2021 as the budgeted volume of fuel sales as increased, it directly leads to a higher volume of fuel purchasing.

Credit Card Expense – Fees associated with accepting credit card payments is budgeted to increase 92% (+\$73K) in 2022 in tandem with increased fuel sales.

Salaries-Compensation is budgeted to increase \$74K. This is due to the addition of two additional headcounts.

Insurance – Property and casualty insurance premiums are anticipated to decrease. DFC’s insurance costs are budgeted to decrease 12% (\$15K) due to previous year estimates were higher than actuals. We are budgeted for 5% increase from our 2021 forecast actual costs.

**Department F100 - Flight Center Operations**

**Statement of Revenues and Expenses**

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
3180	Hangar Rentals	\$ 344,923	\$ 461,017	\$ 486,310	\$ 425,004	\$ 425,004	\$ 430,000	1%
3191	Ramp Tie Downs & Overnight fees	\$ 26,597	\$ 28,278	\$ 18,891	\$ 23,268	\$ 23,268	\$ 24,000	3%
3200	Fuel and Oil Sales	\$ 11,217,638	\$ 10,834,624	\$ 7,857,814	\$ 9,986,546	\$ 6,613,226	\$ 11,601,368	75%
3201	Volume Rebate	\$ -	\$ -	\$ -	\$ -	\$ (35,004)	\$ -	100%
3210	Line Service Other	\$ 79,058	\$ 101,723	\$ 59,893	\$ 70,000	\$ 50,004	\$ 69,996	40%
3215	Aircraft Catering	\$ 12,372	\$ 6,974	\$ 6,788	\$ 9,996	\$ 9,996	\$ 9,504	-5%
3299	Non Airfield Rent/Lease/Maintenance Revenue	\$ 6,759	\$ 6,998	\$ 5,071	\$ 5,892	\$ 5,892	\$ 5,961	1%
	<b>Total Revenue</b>	<b>\$ 11,687,347</b>	<b>\$ 11,439,614</b>	<b>\$ 8,434,766</b>	<b>\$ 10,520,706</b>	<b>\$ 7,092,386</b>	<b>\$ 12,140,829</b>	<b>71%</b>
4200	Fuel and Oil Cost of Sales	\$ 6,320,109	\$ 5,755,884	\$ 3,409,532	\$ 5,716,330	\$ 3,263,090	\$ 5,910,691	81%
4220	De ice Cost of Goods	\$ 18,763	\$ 23,067	\$ 25,515	\$ 27,000	\$ 27,000	\$ 34,000	26%
4300	Credit Card Expense	\$ 144,004	\$ 147,740	\$ 98,921	\$ 140,000	\$ 79,560	\$ 152,812	92%
4305	Rent Expense	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	0%
4315	Food COGS	\$ 87,699	\$ 77,750	\$ 77,233	\$ 84,600	\$ 84,600	\$ 84,600	0%
5205	Maintenance Expense	\$ 35,782	\$ 21,814	\$ 28,501	\$ 36,000	\$ 36,000	\$ 37,000	3%
5420	Fuel/Oil Vehicles Equipment	\$ 10,209	\$ 10,042	\$ 7,390	\$ 11,004	\$ 11,004	\$ 11,004	0%
5430	Supplies	\$ 38,092	\$ 34,514	\$ 36,546	\$ 35,088	\$ 35,088	\$ 35,880	2%
5436	Rental Equipment	\$ 138,260	\$ 139,843	\$ 137,638	\$ 138,348	\$ 138,348	\$ 136,248	-2%
5440	DOT/Drug Testing/Background	\$ 225	\$ 348	\$ 715	\$ 600	\$ 600	\$ 600	0%
5720	Utilities Electric	\$ 2,600	\$ 2,121	\$ 1,870	\$ 2,400	\$ 2,304	\$ 2,400	4%
5999	Miscellaneous Expense	\$ 5	\$ (0)	\$ (62)	\$ -	\$ -	\$ -	0%
6100	Salaries	\$ 1,019,672	\$ 1,030,857	\$ 1,043,853	\$ 1,010,846	\$ 1,027,425	\$ 1,101,519	7%
6110	Payroll Taxes	\$ 74,535	\$ 74,897	\$ 75,815	\$ 75,278	\$ 78,598	\$ 84,266	7%
6115	Unemployment taxes	\$ 17,662	\$ 16,686	\$ 12,467	\$ 13,082	\$ 22,230	\$ 18,746	-16%
6120	Group Insurance	\$ 195,455	\$ 209,118	\$ 184,699	\$ 214,422	\$ 220,464	\$ 220,224	0%
6130	Uniforms	\$ 6,470	\$ 13,904	\$ 4,173	\$ 13,704	\$ 13,704	\$ 15,020	10%
6160	IMRF	\$ 182,812	\$ 76,965	\$ 35,900	\$ 80,386	\$ 81,886	\$ 74,242	-9%
6300	Marketing/Advertising	\$ 51,310	\$ 36,811	\$ 46,141	\$ 50,364	\$ 50,364	\$ 51,260	2%
6330	Travel	\$ 10,609	\$ 8,859	\$ 1,571	\$ 12,396	\$ 12,396	\$ 12,400	0%
6335	Education	\$ 1,086	\$ 1,503	\$ 2,830	\$ 6,888	\$ 6,888	\$ 7,181	4%
6340	Dues Subscriptions Permits	\$ 3,574	\$ 3,609	\$ 3,814	\$ 3,900	\$ 3,900	\$ 3,900	0%
6350	Office Expense	\$ 11,380	\$ 12,105	\$ 10,013	\$ 17,592	\$ 17,592	\$ 20,772	18%
6356	Computer and Software	\$ 8,601	\$ 12,225	\$ 18,960	\$ 16,296	\$ 16,296	\$ 17,975	10%
6390	Communications	\$ 10,067	\$ 19,836	\$ 12,223	\$ 15,456	\$ 15,456	\$ 6,696	-57%
6525	Consulting Services	\$ 3,500	\$ 4,000	\$ 6,000	\$ 2,496	\$ 2,496	\$ -	-100%
6527	Outside Services	\$ 21,524	\$ 20,670	\$ 21,731	\$ 19,728	\$ 19,728	\$ 20,724	5%
6770	Insurance	\$ 87,275	\$ 99,513	\$ 100,769	\$ 109,729	\$ 130,512	\$ 115,212	-12%
	<b>Total Expense</b>	<b>\$ 8,549,281</b>	<b>\$ 7,902,681</b>	<b>\$ 5,452,756</b>	<b>\$ 7,901,933</b>	<b>\$ 5,445,529</b>	<b>\$ 8,223,372</b>	<b>51%</b>
	<b>Net Income not including Depreciation</b>	<b>\$ 3,138,066</b>	<b>\$ 3,536,933</b>	<b>\$ 2,982,010</b>	<b>\$ 2,618,773</b>	<b>\$ 1,646,857</b>	<b>\$ 3,917,457</b>	<b>138%</b>



## **P100 - Golf Administration**

The PLGC Administration Department employs 2 full-time employees (Staff Accountant and Sales Manager). The Golf Administration Department oversees the operations and accounting functions for eight departments within Prairie Landing Golf Club

The Administration Department also maintains all maintenance, supplies, utilities, marketing, legal, IT costs and insurance related to the Prairie Landing Clubhouse.

### **Budget Summary**

The total FY2022 budget for the Golf Administration Department is \$584K, which is a 11% decrease from the FY2021 budget.

- Salaries and related costs are the largest portion of the Golf Administration department's budget and comprise 28% (\$167K) of the total FY2022 operating budget for the Golf Administration. Headcount-related items include salaries, payroll taxes, unemployment taxes, group insurance and IMRF contributions.
- Insurance is 12.6% (\$73.8K) of the total FY2022 budget. Insurance includes auto, commercial, liability, and workers compensation.
- Credit Card expense is 11.5% (\$67k) of the total FY2022 budget.
- Property Taxes of the Golf Administration department's budget and makes up 10.2% (\$60K) of the total FY2022 budget. This includes all property taxes related to the clubhouse and land at Prairie Landing Golf Club.

### **Significant Variances**

Property Taxes- Expenses for property taxes at the golf club are budgeted to decrease 57% (-\$78k). This is related to the change in valuation of the land at the golf club.

Legal – Expenses for legal services at the golf club are budgeted to decrease 40% (\$10K) in FY2022. Legal costs are budgeted with a decrease in 2022 due to issues involving property tax appeals being completed.

Marketing/Advertising – FY2022 budget includes a 30% (\$17.9K) decrease in marketing costs. This is a result of us moving some marketing activities in-house.

Credit Card Expense – Credit card processing fees are budgeted to increase 26% (\$14K) in 2022. In 2021, due to the ongoing COVID pandemic, more people started using credit cards for most of their transactions. We expect this trend to continue into 2022.

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

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
3981	Gain on Sale of Fixed Assets	\$ -	\$ -	\$ 13,926	\$ 1,400	\$ -	\$ -	0%
3990	Misc. Income	\$ 8,367	\$ 15,672	\$ 2,209	\$ 2,371	\$ 3,500	\$ 2,500	-29%
	<b>Total Revenue</b>	<b>\$ 8,367</b>	<b>\$ 15,672</b>	<b>\$ 16,135</b>	<b>\$ 3,771</b>	<b>\$ 3,500</b>	<b>\$ 2,500</b>	<b>-29%</b>
4300	Credit Card Expense	\$ 48,862	\$ 47,655	\$ 56,731	\$ 65,572	\$ 53,000	\$ 67,000	26%
4400	Assn Outing Customer Comps.	\$ 4,742	\$ 2,590	\$ 1,840	\$ 1,754	\$ 4,000	\$ 3,000	-25%
5205	Maintenance Expense	\$ 23,079	\$ 22,292	\$ 24,330	\$ 25,000	\$ 25,000	\$ 25,000	0%
5415	Garbage/Waste Removal	\$ 1,611	\$ 1,875	\$ 2,220	\$ 2,221	\$ 2,220	\$ 2,220	0%
5430	Supplies	\$ 5,237	\$ 3,499	\$ 6,330	\$ 6,462	\$ 5,004	\$ 6,000	20%
5437	Rental Towel Linen etc	\$ 171	\$ -	\$ 352	\$ 360	\$ 350	\$ 600	71%
5440	DOT/Drug Testing/Background	\$ 3,063	\$ 2,108	\$ 3,110	\$ 2,950	\$ 3,500	\$ 3,000	-14%
5710	Utilities Natural Gas	\$ 8,024	\$ 8,138	\$ 7,000	\$ 9,301	\$ 7,500	\$ 9,300	24%
5720	Utilities Electric	\$ 37,229	\$ 33,779	\$ 31,213	\$ 41,014	\$ 32,000	\$ 41,000	28%
5730	Utilities Water/Sewer	\$ 4,054	\$ 3,851	\$ 4,704	\$ 4,255	\$ 4,300	\$ 4,300	0%
5999	Miscellaneous Expense	\$ (35)	\$ (17)	\$ 234	\$ -	\$ -	\$ -	0%
6100	Salaries	\$ 84,508	\$ 81,933	\$ 43,924	\$ 154,926	\$ 141,739	\$ 144,111	2%
6110	Payroll Taxes	\$ 6,029	\$ 5,835	\$ 3,353	\$ 12,390	\$ 10,846	\$ 11,025	2%
6115	Unemployment taxes	\$ 1,278	\$ 748	\$ 1,173	\$ 1,257	\$ 1,820	\$ 1,848	2%
6120	Group Insurance	\$ 26,060	\$ 24,644	\$ 4,123	\$ 276	\$ 8,130	\$ 343	-96%
6160	IMRF	\$ 16,548	\$ 6,284	\$ 782	\$ 12,564	\$ 11,339	\$ 9,714	-14%
6200	Property Tax	\$ 242,308	\$ 33,367	\$ 81,386	\$ (16,847)	\$ 138,000	\$ 60,000	-57%
6300	Marketing/Advertising	\$ 36,210	\$ 56,608	\$ 64,433	\$ 57,608	\$ 59,900	\$ 42,000	-30%
6320	Community/Customer Relations	\$ -	\$ 457	\$ -	\$ -	\$ -	\$ -	0%
6330	Travel	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ -	0%
6340	Dues Subscriptions Permits	\$ 9,941	\$ 9,408	\$ 4,567	\$ 8,188	\$ 9,680	\$ 9,680	0%
6350	Office Expense	\$ 4,218	\$ 3,674	\$ 5,408	\$ 3,541	\$ 3,000	\$ 3,000	0%
6356	Computer and Software	\$ 2,966	\$ 5,320	\$ 14,387	\$ 10,177	\$ 10,000	\$ 10,200	2%
6390	Communications	\$ 14,132	\$ 11,094	\$ 13,175	\$ 19,090	\$ 12,240	\$ 16,320	33%
6527	Outside Services	\$ 26,642	\$ 24,932	\$ 32,593	\$ 28,916	\$ 28,500	\$ 28,500	0%
6535	Legal	\$ -	\$ 19,103	\$ 24,848	\$ 20,140	\$ 24,996	\$ 15,000	-40%
6770	Insurance	\$ 59,724	\$ 60,783	\$ 64,788	\$ 72,235	\$ 66,000	\$ 73,800	12%
	<b>Total Expense</b>	<b>\$ 666,719</b>	<b>\$ 469,961</b>	<b>\$ 497,004</b>	<b>\$ 543,350</b>	<b>\$ 663,064</b>	<b>\$ 586,961</b>	<b>-11%</b>
	<b>Net Income not including Depreciation</b>	<b>\$ (658,352)</b>	<b>\$ (454,290)</b>	<b>\$ (480,870)</b>	<b>\$ (539,579)</b>	<b>\$ (659,564)</b>	<b>\$ (584,461)</b>	<b>11%</b>

## **P200 - Golf Maintenance**

The PLGC Maintenance Department is comprised of (5) full-time staff positions (Course Superintendent, Assistant Superintendent, 2 Foreman, and Mechanic), (12) full-time seasonal employees, and (4) positions classified as temporary summer help. The department's main objective is to provide championship-caliber golf course conditions on a daily basis for our membership and daily-fee players.

The Maintenance Department is responsible for daily mowing and maintenance of all playing surfaces, maintaining bunkers, setting up the course for daily play, integrated pest management, application of fungicides, insecticides and growth regulators, fertilization, water management, irrigation system management, management of sensitive wetland/native areas, tree care, native prairie-grass areas, clubhouse grounds and ornamental plantings, some building/structure maintenance, and upkeep/maintenance of all hard-surfaces including roads and parking lots. The department's mechanic is responsible for the upkeep/repair of all equipment necessary to complete these tasks. This department is also responsible for annual budgeting, course improvement/project development and planning, and capital development.

### **Budget Summary**

The total FY2021 budget for Golf Maintenance is \$853K, which is a 9% increase from the FY2022 budget.

- Salaries and related costs are the largest portion of the Golf Maintenance budget. Headcount expenses are 79% (\$673.9K) of the total FY2022 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- Fertilizer/Pesticides is 10% (\$85K) of the total FY2022 operating budget for Golf Maintenance. This line includes fertilizers and plant protectants used throughout the year on the golf course.
- The remaining 11% (\$94.6K) of expenses of the FY2022 budget includes maintenance for equipment, supplies for maintenance building and staff, fuel for vehicles and equipment, landscape supplies, utilities, staff uniforms, and bunker sands.

### **Significant Variances**

Salaries – Salaries and related expenses are budgeted to increase about 12% (\$72K) due to anticipation of hiring a higher-level assistant, the standard annual COL and merit increases (4%) and market level conditions. Headcount expenses for this department are dependent on weather conditions, which affect the length of the golf season.

**Department P200 - Golf Maintenance**  
**Statement of Revenues and Expenses**

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>0%</b>	
5205 Maintenance Expense	\$ 26,330	\$ 31,996	\$ 33,228	\$ 31,000	\$ 31,000	\$ 31,000	0%	
5415 Garbage/Waste Removal	\$ 1,320	\$ 1,375	\$ 1,404	\$ 1,403	\$ 1,440	\$ 1,440	0%	
5420 Fuel/Oil Vehicles Equipment	\$ 13,220	\$ 14,548	\$ 9,238	\$ 15,135	\$ 14,500	\$ 14,500	0%	
5430 Supplies	\$ 2,701	\$ 6,906	\$ 3,400	\$ 5,500	\$ 5,500	\$ 5,500	0%	
5431 Top Dressing / Bunker Sands	\$ 6,679	\$ 7,792	\$ 5,684	\$ 8,000	\$ 8,000	\$ 8,000	0%	
5432 Landscape Supplies	\$ 4,265	\$ 2,473	\$ 1,014	\$ 4,500	\$ 4,500	\$ 5,000	11%	
5434 Fertilizer/Pesticides	\$ 83,916	\$ 77,251	\$ 89,844	\$ 85,000	\$ 81,500	\$ 85,000	4%	
5436 Rental Equipment	\$ 3,611	\$ 2,987	\$ 2,273	\$ 4,000	\$ 4,000	\$ 3,500	-13%	
5710 Utilities Natural Gas	\$ 2,662	\$ 2,996	\$ 2,371	\$ 2,550	\$ 2,700	\$ 2,670	-1%	
5720 Utilities Electric	\$ 9,196	\$ 8,523	\$ 11,243	\$ 7,710	\$ 9,800	\$ 7,711	-21%	
5730 Utilities Water/Sewer	\$ 4,417	\$ 3,622	\$ 3,928	\$ 3,771	\$ 4,000	\$ 3,770	-6%	
6100 Salaries	\$ 411,264	\$ 447,730	\$ 471,350	\$ 483,641	\$ 476,712	\$ 542,335	14%	
6110 Payroll Taxes	\$ 30,919	\$ 33,768	\$ 36,147	\$ 37,429	\$ 36,468	\$ 41,489	14%	
6115 Unemployment taxes	\$ 12,857	\$ 11,633	\$ 8,765	\$ 10,100	\$ 13,669	\$ 15,020	10%	
6120 Group Insurance	\$ 41,154	\$ 40,443	\$ 40,046	\$ 40,659	\$ 39,888	\$ 44,292	11%	
6130 Uniforms	\$ 102	\$ 1,872	\$ 789	\$ 1,984	\$ 2,000	\$ 2,000	0%	
6160 IMRF	\$ 76,735	\$ 29,562	\$ 6,933	\$ 34,132	\$ 34,496	\$ 30,741	-11%	
6340 Dues Subscriptions Permits	\$ 1,039	\$ 705	\$ 705	\$ 710	\$ 800	\$ 800	0%	
6390 Communications	\$ 4,476	\$ 6,047	\$ 6,094	\$ 6,200	\$ 7,020	\$ 5,220	-26%	
6525 Consulting Services	\$ 1,193	\$ -	\$ -	\$ 2,717	\$ -	\$ -	0%	
6527 Outside Services	\$ 1,965	\$ 2,921	\$ 2,629	\$ 2,000	\$ 4,000	\$ 3,500	-13%	
<b>Total Expense</b>	\$ <b>740,022</b>	\$ <b>735,150</b>	\$ <b>737,084</b>	\$ <b>788,141</b>	\$ <b>781,993</b>	\$ <b>853,488</b>	<b>9%</b>	
<b>Net Income not including Depreciation</b>	\$ <b>(740,022)</b>	\$ <b>(735,150)</b>	\$ <b>(737,084)</b>	\$ <b>(788,141)</b>	\$ <b>(781,993)</b>	\$ <b>(853,488)</b>	<b>-9%</b>	



## **P300 - Golf Operations**

The Prairie Landing Golf Club is an 18-hole course with two practice holes and a driving range. The Golf Operations Department has (1) full-time employees, (5) part-time employees, and (22) seasonal employees. The full-time and part-time employees include the golf operations manager, outing coordinator, and pro shop attendants. The seasonal employees include the outside service staff, which are the rangers, starters, marshals, and cart attendants.

Major functions and responsibilities include running the daily operations of the golf course, merchandising the Pro Shop, and maintaining the current fleet of 76 electric golf carts with GPS systems. The Golf Operations Department is also responsible for booking golf outings, working with clients to prepare for events, and making sure events run smoothly. Also, on a monthly basis, the Golf Operations department does a monthly physical inventory count to adjust inventory and reconcile cost of goods sold.

### **Budget Summary**

The FY2022 budget for the Golf Operations Department includes total revenues of \$1.58M and total expenses of \$347K. The overall budgeted Net Income of \$1.23M for FY2022 is 12% higher than the FY2021 budget.

- Greens Fees & Golf Cart Rentals are the largest portion of revenue for the Golf Operations' budget. These items comprise 65% (\$1.04M) of the total FY2022 revenue. We are anticipating a total of 27,500 rounds of golf in FY2022.
- Memberships and Practice Center account for 27.5% (\$435K) of total revenues. We are anticipating 200 total memberships in FY2022.
- Salaries and related costs are the largest expense portion of the Golf Operations' budget. Headcount-related items comprise 70% (\$243K) of the total FY2022 expenses and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.

### **Significant Variances**

Greens Fees & Golf Cart Rentals – Revenue from greens fees and golf cart rentals is budgeted to increase 4% (\$40K) in FY2022. This is due to the anticipated increase in the number of rounds to be played in 2022 vs. last year.

Memberships and Practice Center – Revenue from golf club memberships and practice center is budgeted to increase 32% (\$105K) in FY2022. Many members switched to higher-value memberships over the past couple years, and we anticipate that to carry through to FY2022. The FY2021 forecast is up 24% (\$111K) from the FY2021 budget. We are anticipating maintaining these gains into 2022.

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

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
3300 Greens Fees	\$ 541,027	\$ 579,196	\$ 770,100	\$ 692,759	\$ 640,000	\$ 680,000	6%	
3310 Golf Cart Rentals	\$ 321,904	\$ 340,711	\$ 296,483	\$ 351,077	\$ 355,000	\$ 355,000	0%	
3320 Memberships	\$ 174,142	\$ 176,853	\$ 186,857	\$ 364,551	\$ 260,000	\$ 340,000	31%	
3330 Club Rentals	\$ 5,526	\$ 5,175	\$ 633	\$ 1,782	\$ 5,000	\$ 1,500	-70%	
3340 Golf Academy	\$ 6,323	\$ 7,275	\$ 5,751	\$ 5,000	\$ 7,500	\$ 5,000	-33%	
3350 Practice Center	\$ 114,091	\$ 147,769	\$ 129,780	\$ 81,512	\$ 70,000	\$ 95,000	36%	
3380 Golf Merchandise Sales	\$ 102,731	\$ 99,052	\$ 81,897	\$ 105,072	\$ 99,000	\$ 105,000	6%	
3385 Hole 'N One Contest	\$ 5,442	\$ 4,055	\$ 2,601	\$ 3,220	\$ 3,500	\$ 3,500	0%	
3390 Awards Expense	\$ (756)	\$ (1,678)	\$ -	\$ -	\$ (1,500)	\$ -	100%	
3395 Discount Expense	\$ (148)	\$ (29)	\$ (67)	\$ -	\$ (500)	\$ -	100%	
3396 Discount Expense Deal Caddy	\$ (383)	\$ (6,397)	\$ (4,485)	\$ (3,000)	\$ (3,000)	\$ (3,000)	0%	
3398 Discount Expense Member Incentives	\$ -	\$ -	\$ (22,823)	\$ -	\$ -	\$ -	0%	
<b>Total Revenue</b>	<b>\$ 1,269,900</b>	<b>\$ 1,351,980</b>	<b>\$ 1,446,727</b>	<b>\$ 1,601,973</b>	<b>\$ 1,435,000</b>	<b>\$ 1,582,000</b>	<b>10%</b>	
4330 Merchandise COGS	\$ 71,312	\$ 71,787	\$ 55,440	\$ 70,771	\$ 69,300	\$ 71,400	3%	
5205 Maintenance Expense	\$ 3,451	\$ 1,385	\$ 4,109	\$ 8,939	\$ 3,500	\$ 9,000	157%	
5430 Supplies	\$ 11,122	\$ 10,234	\$ 9,583	\$ 14,611	\$ 14,250	\$ 14,000	-2%	
6100 Salaries	\$ 183,943	\$ 196,690	\$ 248,369	\$ 216,767	\$ 204,964	\$ 210,830	3%	
6110 Payroll Taxes	\$ 14,112	\$ 15,015	\$ 19,318	\$ 17,156	\$ 15,680	\$ 16,126	3%	
6115 Unemployment taxes	\$ 8,383	\$ 8,494	\$ 7,616	\$ 8,819	\$ 10,952	\$ 11,383	4%	
6120 Group Insurance	\$ 7,989	\$ 5,328	\$ 112	\$ 167	\$ 144	\$ 132	-8%	
6130 Uniforms	\$ 2,306	\$ 2,319	\$ 3,293	\$ 3,481	\$ 3,500	\$ 3,500	0%	
6160 IMRF	\$ 20,940	\$ 7,897	\$ 2,063	\$ 7,185	\$ 6,974	\$ 4,826	-31%	
6527 Outside Services	\$ 4,625	\$ 5,766	\$ 5,385	\$ 4,825	\$ 6,250	\$ 6,000	-4%	
<b>Total Expense</b>	<b>\$ 328,184</b>	<b>\$ 324,915</b>	<b>\$ 355,288</b>	<b>\$ 352,721</b>	<b>\$ 335,514</b>	<b>\$ 347,197</b>	<b>3%</b>	
<b>Net Income not including Depreciation</b>	<b>\$ 941,716</b>	<b>\$ 1,027,065</b>	<b>\$ 1,091,438</b>	<b>\$ 1,249,252</b>	<b>\$ 1,099,486</b>	<b>\$ 1,234,803</b>	<b>12%</b>	

## **P400-P800 – Consolidated Food & Beverage**

The various Food & Beverage-related departments at Prairie Landing Golf Club often use, split, and share operating resources including personnel, goods sold, supplies, and other operating expenses. For this reason, we present the following consolidated view of the budgets for the Food & Beverage-related departments at PLGC. This consolidated report includes the a la carte P400 Food & Beverage department, the P500 Weddings & Private Events department, the P600 In-House Events department, the P700 Golf Outings department, and the P800 is Kitchen department. Budgets and summaries for the individual departments follow the consolidated view.

**Departments P400-P800 Consolidated Food & Beverage**  
**Statement of Revenues and Expenses**

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
3300 Greens Fees	\$ 98,207	\$ 80,104	\$ 72,129	\$ 151,671	\$ 93,000	\$ 132,471	42%	
3310 Golf Cart Rentals	\$ 38,038	\$ 28,512	\$ 23,717	\$ 64,821	\$ 36,000	\$ 51,056	42%	
3380 Golf Merchandise Sales	\$ 4,586	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
3600 Food Sales	\$ 598,376	\$ 470,907	\$ 176,275	\$ 455,004	\$ 562,250	\$ 562,714	0%	
3610 Beverage Sales	\$ 248,740	\$ 211,562	\$ 237,654	\$ 278,009	\$ 291,750	\$ 316,459	8%	
3620 Banquet Rental Income	\$ 81,376	\$ 45,888	\$ 19,078	\$ 30,780	\$ 27,101	\$ 30,000	11%	
<b>Total Revenue</b>	<b>\$ 1,069,321</b>	<b>\$ 836,973</b>	<b>\$ 528,852</b>	<b>\$ 980,285</b>	<b>\$ 1,010,101</b>	<b>\$ 1,092,700</b>	<b>8%</b>	
4315 Food COGS	\$ 115,193	\$ 110,117	\$ 65,440	\$ 119,524	\$ 122,735	\$ 168,816	38%	
4320 Beverage COGS	\$ 69,722	\$ 66,783	\$ 59,552	\$ 71,726	\$ 81,150	\$ 98,103	21%	
4330 Merchandise COGS	\$ 2,556	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
5205 Maintenance Expense	\$ 5,837	\$ 4,613	\$ 4,058	\$ 14,960	\$ 6,000	\$ 8,996	50%	
5430 Supplies	\$ 17,253	\$ 14,751	\$ 13,798	\$ 25,434	\$ 19,000	\$ 19,996	5%	
5435 Small Equipment	\$ -	\$ 5,308	\$ 3,923	\$ 7,888	\$ 8,000	\$ 7,000	-13%	
5436 Rental Equipment	\$ 38,863	\$ 25,300	\$ 13,612	\$ 58,995	\$ 27,600	\$ 31,500	14%	
5437 Rental Towel Linen etc	\$ 20,129	\$ 16,150	\$ 6,187	\$ 12,143	\$ 15,000	\$ 15,000	0%	
6100 Salaries	\$ 263,267	\$ 238,148	\$ 261,954	\$ 274,358	\$ 297,246	\$ 332,997	12%	
6110 Payroll Taxes	\$ 26,036	\$ 22,874	\$ 23,798	\$ 26,680	\$ 27,732	\$ 25,475	-8%	
6115 Unemployment taxes	\$ 14,069	\$ 9,833	\$ 8,649	\$ 10,401	\$ 12,562	\$ 12,997	3%	
6120 Group Insurance	\$ 29,787	\$ 24,088	\$ 18,064	\$ 22,252	\$ 23,487	\$ 42,417	81%	
6130 Uniforms	\$ 1,900	\$ 2,892	\$ 2,522	\$ 2,353	\$ 3,000	\$ 3,500	17%	
6160 IMRF	\$ 40,382	\$ 12,917	\$ 3,399	\$ 15,741	\$ 17,541	\$ 14,121	-19%	
<b>Total Expense</b>	<b>\$ 644,995</b>	<b>\$ 553,775</b>	<b>\$ 484,957</b>	<b>\$ 662,455</b>	<b>\$ 661,053</b>	<b>\$ 780,918</b>	<b>18%</b>	
<b>Net Income not including Depreciation</b>	<b>\$ 424,326</b>	<b>\$ 283,198</b>	<b>\$ 43,896</b>	<b>\$ 317,830</b>	<b>\$ 349,048</b>	<b>\$ 311,782</b>	<b>-11%</b>	

## **P400 – Food & Beverage (a la carte)**

The main a la carte Food & Beverage operation for PLGC is the McChesney Pub & Grill. The restaurant features daily specials paired with a selection of craft beer. With its unique architecture and casual dining, this cozy eatery is a great place to settle up or settle in for a high-definition TV sporting event.

The PLGC Food & Beverage Department (for a la carte operations) employs (1) full-time employees and (20) seasonal. The full-time staff includes the Food & Beverage Assistant Manager. The seasonal staff includes bartenders, servers, beverage cart staff, and halfway attendants.

This department is responsible for the daily operations of the restaurant, new bar, halfway café, and beverage carts.

### **Budget Summary**

The FY2022 budget for the a la carte Food & Beverage Department includes \$365K in total revenues and \$255K of total expenses. The overall budgeted Net Income of \$110K is a 11% improvement from the FY2021 budget

- Salaries and related costs are the largest expense in the Food & Beverage Department's budget. Headcount-related expenses comprise 53% of the total FY2022 budget related to expenses. This includes salaries, payroll taxes, unemployment taxes, group insurance and IMRF contributions.
- Food & Beverage Cost of Goods Sold is 43.9% (\$112K) of the total expenses budgeted in FY2022. These line items include the cost of food and beverages related to the grillroom, bar, halfway cafe, and beverage carts. Food COGS is 30% of food sales and Beverage COGS is 31% of beverage sales.
- The remaining 16% (\$7.6K) of the FY2022 budgeted expenses includes maintenance to kitchen related items, supplies, purchase of small equipment and staff uniforms.

### **Significant Variances**

Food & Beverage Sales - The FY2022 budget includes an 13% (\$41K) increase over last year's budget as we anticipate a higher volume of sales as the impact of COVID decreases.

Group Insurance –Group Insurance is budgeted to increase 73% (\$5.7K) due to change in employee elections.

Food & Beverage Cost of Goods Sold- Cost of Goods Sold is increasing 26.6% (\$23.6k) due a combination of increased sales, supplier limitations and pricing pressures.

**Department P400 - Golf Food and Beverage**

**Statement of Revenues and Expenses**

		ACTUALS			FORECAST	ANNUAL PLAN		
		2018	2019	2020	2021	2021	2022	Percent Change
3600	Food Sales	\$ 63,344	\$ 57,171	\$ 62,642	\$ 98,927	\$ 96,000	\$ 100,000	4%
3610	Beverage Sales	\$ 186,416	\$ 174,663	\$ 232,724	\$ 247,630	\$ 228,000	\$ 265,000	16%
	<b>Total Revenue</b>	<b>\$ 249,760</b>	<b>\$ 231,834</b>	<b>\$ 295,366</b>	<b>\$ 346,557</b>	<b>\$ 324,000</b>	<b>\$ 365,000</b>	<b>13%</b>
4315	Food COGS	\$ 12,161	\$ 13,369	\$ 23,255	\$ 50,860	\$ 20,160	\$ 30,000	49%
4320	Beverage COGS	\$ 56,301	\$ 58,571	\$ 58,642	\$ 65,613	\$ 68,400	\$ 82,150	20%
5205	Maintenance Expense	\$ 5,837	\$ 4,613	\$ 4,058	\$ 960	\$ -	\$ 2,000	0%
5430	Supplies	\$ 10,079	\$ 9,705	\$ 12,172	\$ 3,366	\$ 2,625	\$ 2,500	-5%
5435	Small Equipment	\$ -	\$ 5,308	\$ 3,923	\$ -	\$ -	\$ 1,000	0%
6100	Salaries	\$ 142,748	\$ 154,585	\$ 166,502	\$ 96,356	\$ 102,185	\$ 105,272	3%
6110	Payroll Taxes	\$ 13,108	\$ 13,736	\$ 15,813	\$ 10,402	\$ 9,820	\$ 8,054	-18%
6115	Unemployment taxes	\$ 6,189	\$ 5,719	\$ 6,528	\$ 5,047	\$ 5,604	\$ 5,072	-9%
6120	Group Insurance	\$ 14,811	\$ 13,974	\$ 9,433	\$ 9,609	\$ 7,779	\$ 13,476	73%
6130	Uniforms	\$ 1,580	\$ 1,875	\$ 1,717	\$ 1,060	\$ 1,700	\$ 2,000	18%
6160	IMRF	\$ 40,382	\$ 12,917	\$ 3,399	\$ 6,473	\$ 7,088	\$ 3,904	-45%
	<b>Total Expense</b>	<b>\$ 303,195</b>	<b>\$ 294,373</b>	<b>\$ 305,442</b>	<b>\$ 249,746</b>	<b>\$ 225,361</b>	<b>\$ 255,428</b>	<b>13%</b>
	<b>Net Income not including Depreciation</b>	<b>\$ (53,435)</b>	<b>\$ (62,539)</b>	<b>\$ (10,076)</b>	<b>\$ 96,811</b>	<b>\$ 98,639</b>	<b>\$ 109,572</b>	<b>11%</b>

## **P500 – Banquets**

The Prairie Landing Golf Club has an award-winning banquet facility which features floor-to-ceiling windows overlooking a beautiful Scottish links-style golf course. Prairie Landing offers both indoor and outdoor settings, as well as indoor and outdoor cocktail space options.

The Wedding Department employs (1) full-time staff and (10) part-time staff. The full-time staff includes the Client Services Manager. The part-time staffs include servers and bussers. With our in-house event coordinators, full-service catering, and all-inclusive packages, every detail of planning is covered.

This department tracks the food and beverage revenue and rental income related to weddings. It also tracks the expense related to all banquets (weddings, private events, and golf outings). These expenses are salaries and payroll-related items, rental linen and equipment, and banquet-related supplies.

### **Budget Summary**

The FY2022 budget for the Banquets Department includes \$333K of total revenues and \$253K of total expenses. The overall budgeted Net Income of \$80K is a 53% decrease from the FY2021 budget.

- Total revenue for Food & Beverage Sales is \$303K for FY2022. These revenue line items include the food and beverage for 20 weddings budgeted in FY2022.
- Salaries and related costs are the largest expense in the Weddings department budget. Headcount-related items comprise 44% of the total FY2022 budget related to expenses and includes salaries, payroll taxes, unemployment taxes, group insurance, and IMRF. Headcount costs are variable depending on the volume of banquets.
- Food & Beverage Cost of Goods Sold is 36% (\$91.3K) of the total FY2022 expenses. These line items include the cost of the food and beverages related to the banquets. Food COGS is 30% of food sales and Beverage COGS is 31% of beverage sales.
- The remaining 20% (\$51K) of the FY2022 budget includes supplies, rental equipment, linens, and staff uniforms.

### **Significant Variances**

Total F&B Revenue- Revenues are budgeted to decrease 11% (\$42.8k) from FY 2021 budget. However, they are budgeted to increase 66.3% from the 2021 Operating Forecast. FY2021 forecast is down significantly due to COVID, and we are expecting a rebound in banquets for FY2022.

Group Insurance – Health insurance costs are budgeted to increase \$13K in FY2022 due to changes in the coverage mix of participating employees.

Food & Beverage Cost of Goods Sold- Cost of Goods Sold is increasing 21% (\$15.9k) due a combination of supplier limitations and pricing pressures.

**Department P500 - Golf Banquets**  
**Statement of Revenues and Expenses**

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
3600	Food Sales	\$ 279,786	\$ 172,869	\$ 16,324	\$ 143,376	\$ 284,625	\$ 251,241	-12%
3610	Beverage Sales	\$ 62,324	\$ 36,899	\$ 4,930	\$ 30,379	\$ 63,750	\$ 51,459	-19%
3620	Banquet Rental Income	\$ 75,639	\$ 38,808	\$ 14,322	\$ 26,306	\$ 27,100	\$ 30,000	11%
	<b>Total Revenue</b>	<b>\$ 417,749</b>	<b>\$ 248,577</b>	<b>\$ 35,576</b>	<b>\$ 200,061</b>	<b>\$ 375,475</b>	<b>\$ 332,700</b>	<b>-11%</b>
4315	Food COGS	\$ 53,714	\$ 40,424	\$ 6,060	\$ 27,253	\$ 62,618	\$ 75,374	20%
4320	Beverage COGS	\$ 12,217	\$ 6,521	\$ 911	\$ 5,910	\$ 12,750	\$ 15,953	25%
5430	Supplies	\$ 7,175	\$ 5,046	\$ 1,626	\$ 6,015	\$ 6,000	\$ 5,000	-17%
5436	Rental Equipment	\$ 38,863	\$ 25,300	\$ 13,612	\$ 57,019	\$ 25,100	\$ 30,000	20%
5437	Rental Towel Linen etc	\$ 20,129	\$ 16,150	\$ 6,187	\$ 12,143	\$ 15,000	\$ 15,000	0%
6100	Salaries	\$ 120,519	\$ 83,563	\$ 95,451	\$ 57,697	\$ 71,431	\$ 84,239	18%
6110	Payroll Taxes	\$ 12,928	\$ 9,138	\$ 7,985	\$ 5,975	\$ 6,573	\$ 6,444	-2%
6115	Unemployment taxes	\$ 7,880	\$ 4,114	\$ 2,121	\$ 2,376	\$ 3,067	\$ 3,126	2%
6120	Group Insurance	\$ 14,976	\$ 10,113	\$ 8,631	\$ 53	\$ 132	\$ 13,461	10098%
6130	Uniforms	\$ 320	\$ 1,017	\$ 805	\$ 1,000	\$ 1,000	\$ 1,000	0%
6160	IMRF	\$ -	\$ -	\$ -	\$ 2,575	\$ 3,360	\$ 3,507	4%
	<b>Total Expense</b>	<b>\$ 288,721</b>	<b>\$ 201,387</b>	<b>\$ 143,390</b>	<b>\$ 178,016</b>	<b>\$ 207,031</b>	<b>\$ 253,104</b>	<b>22%</b>
	<b>Net Income not including Depreciation</b>	<b>\$ 129,027</b>	<b>\$ 47,189</b>	<b>\$ (107,814)</b>	<b>\$ 22,045</b>	<b>\$ 168,444</b>	<b>\$ 79,596</b>	<b>-53%</b>



## **P600 – In-House Events**

The PLGC In-house Events Department tracks special events hosted by Prairie Landing. In-house Events includes events such as Valentine’s Day Dinner, Easter Brunch, Mother’s Day Brunch, Breakfast with Santa, themed dinners and live music. This department tracks the food and beverage revenue and costs related to these events, including supplies, rental equipment, payroll and related expenses.

### **Budget Summary**

The total FY2022 Net Income budgeted for In-Hosue Events is \$22.5K, which is a 40% (\$15K) decrease from the FY2021 budget.

- Revenue in this department is from food sales related to In-House Events anticipated for 2022. The Food Sales Revenue is \$45K, which is a 26% (\$15.6K) decrease from the FY2021 budget.
- The expenses are related to cost of goods sold from the food sales. Cost of Goods Sold is 30% of the related food sales. The budgeted costs are \$13.5K, which is a 1% increase from the FY2021 budget.

### **Significant Variances**

While the FY2021 budget for revenues was \$60k, our 2021 forecast is only \$25k. As people have been hesitant to attend these type of events due to COVID. The 2022 budget for revenues is \$45K as we are anticipating a significant rebound for 2022.

**Department P600 - Golf In-house Events**

**Statement of Revenues and Expenses**

		ACTUALS			FORECAST	ANNUAL PLAN		
		2018	2019	2020	2021	2021	2022	Percent Change
3600	Food Sales	\$ 117,814	\$ 130,565	\$ 25,644	\$ 25,340	\$ 60,625	\$ 45,000	-26%
3620	Banquet Rental Income	\$ 4,702	\$ 6,170	\$ 425	\$ 66	\$ 1	\$ -	-100%
	<b>Total Revenue</b>	<b>\$ 122,515</b>	<b>\$ 136,735</b>	<b>\$ 26,069</b>	<b>\$ 25,406</b>	<b>\$ 60,626</b>	<b>\$ 45,000</b>	<b>-26%</b>
4315	Food COGS	\$ 22,934	\$ 30,531	\$ 9,520	\$ 5,931	\$ 13,337	\$ 13,500	1%
4320	Beverage COGS	\$ 1,204	\$ 1,691	\$ -	\$ -	\$ -	\$ -	0%
5430	Supplies	\$ -	\$ -	\$ -	\$ 2,196	\$ 2,500	\$ 2,500	0%
5436	Rental Equipment	\$ -	\$ -	\$ -	\$ 1,976	\$ 2,500	\$ 1,500	-40%
6100	Salaries	\$ -	\$ -	\$ -	\$ 1,812	\$ 4,244	\$ 4,500	6%
6110	Payroll Taxes	\$ -	\$ -	\$ -	\$ 166	\$ 380	\$ 344	-9%
6115	Unemployment taxes	\$ -	\$ -	\$ -	\$ 85	\$ 188	\$ 180	-4%
	<b>Total Expense</b>	<b>\$ 24,138</b>	<b>\$ 32,222</b>	<b>\$ 9,520</b>	<b>\$ 12,166</b>	<b>\$ 23,149</b>	<b>\$ 22,524</b>	<b>-3%</b>
	<b>Net Income not including Depreciation</b>	<b>\$ 98,377</b>	<b>\$ 104,513</b>	<b>\$ 16,549</b>	<b>\$ 13,240</b>	<b>\$ 37,477</b>	<b>\$ 22,476</b>	<b>-40%</b>

## **P700 - Golf Outings**

The PLGC Golf Outings Department was established to track the revenue and costs related to golf outings. Golf Outings are defined as a group of 16 or more players. The golf portion can include greens fees, cart rentals, club rentals, and merchandise sales. The food and beverage portion can include lunch at the turn (hotdogs or brats), a buffet lunch or dinner, or a seated lunch or dinner.

### **Budget Summary**

The total FY2022 Net Income budgeted for Golf Outings is \$300K, which is a increase of 34% (\$77K) from the FY2021 budget.

- Revenue in this department is from greens fees, cart rentals, and food sales related to Golf Outings anticipated for the 2022 golf season. Revenue estimates are based on 35 outings anticipated during the 2022 season.
- Expenses are related to cost of goods sold (COGS) from food sales. Food COGS is 30% of the related food sales.

### **Significant Variances**

Outing Revenue – Greens fees, cart rentals, and food sales revenues are anticipated to increase for FY2022. FY2021 forecast is 63% over the FY2021 budget as there has been a strong demand for outings. We are anticipating a 40% (\$100k) increase in FY2022 from the FY2021 budget. We expect the demand for outings to remain strong.

**Department P700 - Golf Outings**  
**Statement of Revenues and Expenses**

	ACTUALS			FORECAST	ANNUAL PLAN		
	2018	2019	2020	2021	2021	2022	Percent Change
3300 Greens Fees	\$ 98,207	\$ 80,104	\$ 72,129	\$ 151,671	\$ 93,000	\$ 132,471	42%
3310 Golf Cart Rentals	\$ 38,038	\$ 28,512	\$ 23,717	\$ 64,821	\$ 36,000	\$ 51,056	42%
3380 Golf Merchandise Sales	\$ 4,586	\$ -	\$ -	\$ -	\$ -	\$ -	0%
3600 Food Sales	\$ 137,433	\$ 110,302	\$ 71,664	\$ 187,361	\$ 121,000	\$ 166,473	38%
3620 Banquet Rental Income	\$ 1,035	\$ 910	\$ 4,331	\$ 4,408	\$ -	\$ -	0%
<b>Total Revenue</b>	<b>\$ 279,297</b>	<b>\$ 219,828</b>	<b>\$ 171,842</b>	<b>\$ 408,261</b>	<b>\$ 250,000</b>	<b>\$ 350,000</b>	<b>40%</b>
4315 Food COGS	\$ 26,385	\$ 25,793	\$ 26,604	\$ 35,480	\$ 26,620	\$ 49,942	88%
4320 Beverage COGS	\$ -	\$ -	\$ -	\$ 203	\$ -	\$ -	0%
4330 Merchandise COGS	\$ 2,556	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Expense</b>	<b>\$ 28,940</b>	<b>\$ 25,793</b>	<b>\$ 26,604</b>	<b>\$ 35,683</b>	<b>\$ 26,620</b>	<b>\$ 49,942</b>	<b>88%</b>
<b>Net Income not including Depreciation</b>	<b>\$ 250,357</b>	<b>\$ 194,034</b>	<b>\$ 145,237</b>	<b>\$ 372,578</b>	<b>\$ 223,380</b>	<b>\$ 300,058</b>	<b>34%</b>

## **P800 - Kitchen**

The PLGC Kitchen Department is comprised of (2) full-time staff positions (Chef and Sous Chef) and (3) part-time line cooks.

The Kitchen Department is responsible for preparing the food for Ala Carte, Banquets and Golf Outings. The revenue and costs related to the food is tracked in their individual departments. This department is responsible for expenses related to the kitchen, including maintenance, supplies equipment cots, and payroll and related expenses.

This is a new department starting in 2021. We created this department to segregate the managed kitchen costs that were previously included in other departments.

### **Budget Summary**

The total FY2022 Net Loss budgeted for the Kitchen is \$200K, which is an increase of 12% (\$21K) from the FY2021 budget.

- Salaries and related costs are the largest portion of the Kitchen budget. Headcount expenses are 88% (\$176.6K) of the total FY2022 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- The remaining 12% (\$25.3K) of expenses of the FY2022 budget includes maintenance for equipment, supplies, small equipment and uniforms.

### **Significant Variances**

Salaries – Salaries and related expenses are budgeted to increase about 12.6% (\$19.7K) due to market level conditions in 2021. We brought on another full-time position to replace part-time positions we were unable to fill. The part-time positions are budgeted at higher rates due to dictating market conditions.

**Department P800 - Golf Kitchen**  
**Statement of Revenues and Expenses**

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>0%</b>	
5205 Maintenance Expense	\$ -	\$ -	\$ -	\$ 14,000	\$ 6,000	\$ 6,996	17%	
5430 Supplies	\$ -	\$ -	\$ -	\$ 13,857	\$ 7,875	\$ 9,996	27%	
5435 Small Equipment	\$ -	\$ -	\$ -	\$ 7,888	\$ 8,000	\$ 6,000	-25%	
6100 Salaries	\$ -	\$ -	\$ -	\$ 118,493	\$ 119,386	\$ 138,986	16%	
6110 Payroll Taxes	\$ -	\$ -	\$ -	\$ 10,137	\$ 10,959	\$ 10,633	-3%	
6115 Unemployment taxes	\$ -	\$ -	\$ -	\$ 2,893	\$ 3,703	\$ 4,619	25%	
6120 Group Insurance	\$ -	\$ -	\$ -	\$ 12,590	\$ 15,576	\$ 15,480	-1%	
6130 Uniforms	\$ -	\$ -	\$ -	\$ 293	\$ 300	\$ 500	67%	
6160 IMRF	\$ -	\$ -	\$ -	\$ 6,693	\$ 7,093	\$ 6,710	-5%	
<b>Total Expense</b>	\$ -	\$ -	\$ -	\$ <b>186,844</b>	\$ <b>178,892</b>	\$ <b>199,920</b>	<b>12%</b>	
<b>Net Income not including Depreciation</b>	\$ -	\$ -	\$ -	\$ <b>(186,844)</b>	\$ <b>(178,892)</b>	\$ <b>(199,920)</b>	<b>-12%</b>	

## **P900- Kitty Hawk**

Kitty Hawk Café is a restaurant featuring a modern and inviting setting for people to relax before, after, or between flights. It also services the tenants in the Flight Center building. The restaurant serves a variety of food items that can be enjoyed at the café or prepared to go. Offerings include salads, deli sandwiches, house-made chili, and rotating specials and soups.

The café employs (1) full-time employee that oversees managing the restaurant. This employee runs the daily activities, prepares daily specials, accounts for sales (cash and credit card), performs a monthly food and beverage inventory, and prepares requisitions to the PLGC kitchen for weekly food, beverages, and supplies.

### **Budget Summary**

The FY2022 budget for Kitty Hawk Café includes \$14.2K in total revenues and \$88K in total expenses. The overall budgeted Net Loss of \$74K is reimbursed by the DuPage Flight Center and represents an 6% decrease from the FY2021 budget.

- Food & Beverage Sales are budgeted at \$14.2K and include pre-made ready-to-go meals and beverages.
- Salaries and related costs are the largest expense in the Kitty Hawk budget. Headcount-related items comprise 77% of the total FY2022 budget related to expenses. This consists of includes salaries, payroll taxes, unemployment taxes, and group insurance, and IMRF contributions
- Food & Beverage Cost of Goods Sold is 13.8% (\$12.2K) of total expenses budgeted in FY2022. These line items include the cost of the food and beverages sold at the café.
- The remaining 9.2% of budgeted expenses (\$8.2K) includes utilities, waste removal, equipment, credit card fees, supplies, and permits.

### **Significant Variances**

The total FY2022 budget is relatively unchanged from the prior year.

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

	ACTUALS			FORECAST	ANNUAL PLAN			Percent Change
	2018	2019	2020	2021	2021	2022		
3600	Food Sales	\$ 18,236	\$ 15,475	\$ 4,816	\$ 12,000	\$ 17,200	\$ 13,000	-24%
3610	Beverage Sales	\$ 2,506	\$ 1,908	\$ 571	\$ 1,200	\$ 2,400	\$ 1,200	-50%
	<b>Total Revenue</b>	<b>\$ 20,742</b>	<b>\$ 17,383</b>	<b>\$ 5,387</b>	<b>\$ 13,200</b>	<b>\$ 19,600</b>	<b>\$ 14,200</b>	<b>-28%</b>
4300	Credit Card Expense	\$ 720	\$ 1,013	\$ 513	\$ 800	\$ 800	\$ 852	7%
4315	Food COGS	\$ 13,390	\$ 11,605	\$ 5,559	\$ 9,000	\$ 12,900	\$ 9,753	-24%
4320	Beverage COGS	\$ 2,509	\$ 2,711	\$ 2,037	\$ 2,500	\$ 1,200	\$ 2,400	100%
5205	Maintenance Expense	\$ 765	\$ 225	\$ 167	\$ 480	\$ 480	\$ 480	0%
5415	Garbage/Waste Removal	\$ 960	\$ 594	\$ 252	\$ 300	\$ 300	\$ 300	0%
5430	Supplies	\$ 3,588	\$ 1,680	\$ 1,518	\$ 2,400	\$ 2,400	\$ 2,400	0%
5435	Small Equipment	\$ 1,140	\$ 1,140	\$ 1,140	\$ 3,709	\$ 1,140	\$ 1,140	0%
5720	Utilities Electric	\$ 2,451	\$ 2,853	\$ 2,416	\$ 2,600	\$ 2,825	\$ 2,882	2%
5999	Miscellaneous Expense	\$ 7	\$ (67)	\$ (1)	\$ 25	\$ -	\$ -	0%
6100	Salaries	\$ 34,059	\$ 34,463	\$ 34,394	\$ 37,809	\$ 37,809	\$ 39,690	5%
6110	Payroll Taxes	\$ 2,280	\$ 2,306	\$ 2,266	\$ 2,892	\$ 2,892	\$ 3,036	5%
6115	Unemployment taxes	\$ 917	\$ 820	\$ 558	\$ 658	\$ 910	\$ 908	0%
6120	Group Insurance	\$ 25,623	\$ 24,979	\$ 20,181	\$ 22,146	\$ 21,891	\$ 21,333	-3%
6160	IMRF	\$ 7,233	\$ 2,741	\$ 642	\$ 3,034	\$ 3,034	\$ 2,672	-12%
6340	Dues Subscriptions Permits	\$ 554	\$ 561	\$ 749	\$ 324	\$ 550	\$ 350	-36%
6390	Communications	\$ 410	\$ -	\$ -	\$ -	\$ -	\$ -	0%
6800	Kitty Hawk Loss Reimbursement	\$ (75,863)	\$ (70,240)	\$ (69,238)	\$ (75,477)	\$ (69,531)	\$ (73,996)	-6%
	<b>Total Expense</b>	<b>\$ 20,742</b>	<b>\$ 17,383</b>	<b>\$ 3,153</b>	<b>\$ 13,200</b>	<b>\$ 19,600</b>	<b>\$ 14,200</b>	<b>-28%</b>
	<b>Net Income not including Depreciation</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ 2,234</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

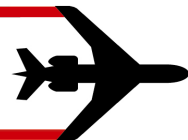




# DUPAGE AIRPORT AUTHORITY

*CHICAGO LANDS*

*DUPAGE FLIGHT CENTER*



## Capital Improvements & Major Maintenance Program 2022

**DUPAGE AIRPORT AUTHORITY**  
**2022 CAPITAL & MAJOR MAINTENANCE PLAN**

<b>Capital Summary</b>
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DAA	\$ 21,877,531
DFC	\$ 309,400
PLG	\$ 867,791
Total Capital	\$ 23,054,722

<b>Major Maintenance Summary</b>
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DAA	\$ 908,782
DFC	\$ -
PLG	\$ -
Total Major Maintenance	\$ 908,782

<b>NEW FUNDS REQUESTED FOR CAPITAL &amp; MAJOR MAINTENANCE</b>	<b>\$ 23,963,504</b>
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Capital Funds Carried Over from Prior Year	\$ 3,368,639
Grant Funding	\$ 8,549,144

<b>TOTAL CAPITAL &amp; MAJOR MAINTENANCE PLAN</b>	<b>\$ 35,881,287</b>
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Capital Projects & Assets			New \$	Carryover \$	Grant \$	Total \$
DAA	Building	Construct New Hangar South Hightail Ramp	18,700,000	450,000	-	19,150,000
DAA	Field	Airport Perimeter Security & Wildlife Fencing - Phase 2 (IDOT #DPA-	-	84,612	1,607,624	1,692,235
DAA	Field	Runway 10/28 Avigation Easement Acquisition	-	1,500,000	-	1,500,000
DAA	Field	Rehabilitate Runway 10-28 (AIP Project)	65,000	-	1,235,000	1,300,000
DAA	Field	Airport Perimeter Security & Wildlife Fencing - Phase 3 (AIP Project)	-	63,580	1,208,024	1,271,604
DAA	Field	Taxiway B Overlay (AIP Project)	50,690	-	963,103	1,013,793
DAA	Field	Replacement of Homerun Ductbank (IDOT #DPA-4825)	-	-	894,874	894,874
DAA	Field	Replace ATP/Avel Ramp w/PCC (AIP Project)	-	39,584	752,091	791,675
DAA	Field	Perimeter Road Resurfacing - West Tower Road / DuPage Drive (AIP	33,000	-	627,000	660,000
DAA	Equipment	Flight Center Elevator Traction Car Driver Modification (2 Cars)	550,000	-	-	550,000
DAA	Field	Elevated Fixture Grounding Updates (100% CARES Act Funding)	-	-	482,146	482,146
DAA	Field	Taxiway Pavement Repairs: Lima/Golf, Whiskey/Golf, Yankee/Charl	475,000	-	-	475,000
DAA	Field	Taxiway E Reconfiguration (AIP Project)	22,881	-	434,745	457,626
DAA	Field	Construct New Parking Lot (AIP Project)	225,000	-	225,000	450,000
DAA	Field	Property Acquisition Parcel 1 - North of 64/East of Powis	60,260	382,590	-	442,850
DAA	Building	Replace Heaters at Hangars E1, E2, & E19	375,000	65,000	-	440,000
DAA	Building	North High Tail Hangar Gutter and Building Envelope Restoration	385,000	-	-	385,000
DAA	Equipment	6-Wheel Dump Truck & Sodium Spreader w/Wetting System	213,000	-	-	213,000
DAA	Field	Echo T-Hangar Pavement Rehab Phase III (AIP Project)	-	6,291	119,537	125,828
DAA	Field	Pave Area Between North Ramp Tiedowns and Muks Hangar	100,000	-	-	100,000
DAA	Building	Replace Fire Alarm System - Hangar E21 & Muks	71,500	-	-	71,500
DAA	Field	Add Electrical Panels to Hangar E9 and E20	64,800	-	-	64,800
DAA	Equipment	Replace Servers for IT Network	60,000	-	-	60,000
DAA	Equipment	Replace Surveillance and Access Control Hardware	50,000	-	-	50,000
DAA	Equipment	Mini Excavator	40,000	-	-	40,000
DAA	Building	Replace RTU Old Administration Building & AHU at TEA	39,900	-	-	39,900
DAA	Field	5010 Obstruction Tree Removal	30,000	-	-	30,000
DAA	Equipment	Tenant Leasing Software	25,000	-	-	25,000
DAA	Building	North High Tail Hangar Bay 4 Carpet, Paint, & Appliances	22,500	-	-	22,500
DAA	Building	Government Center First-floor Carpeting	22,000	-	-	22,000
DAA	Equipment	Cooling System for DAA Network Server Room	15,000	-	-	15,000
DAA	Field	Replace CCR in Airfield Vault	15,000	-	-	15,000
DAA	Field	Replace Perimeter Fence Signage	12,000	-	-	12,000
DAA	Equipment	Fertilizer Spreader	10,000	-	-	10,000
DAA	Building	New Gutters at 3N040 Powis Hangar	17,000	-	-	17,000
DAA	Equipment	2 Post Lift	8,000	-	-	8,000
DAA	Equipment	Tire Machine	8,000	-	-	8,000
DAA	Equipment	Sidewalk Snow Broom	6,000	-	-	6,000
DAA	Equipment	Wheel Balancer	6,000	-	-	6,000
DFC	Building	Flight Center Building Automation System Upgrade	82,400	-	-	82,400
DFC	Equipment	Dual Wheel Flatbed Truck & GPU	60,000	-	-	60,000
DFC	Equipment	Towable GPU	50,000	-	-	50,000
DFC	Equipment	4x4 Pickup Truck	45,000	-	-	45,000
DFC	Equipment	Courtesy Car	42,000	-	-	42,000
DFC	Equipment	Air Stairs	30,000	-	-	30,000
PLG	Building	Maintenance Building Storage Expansion & Overhead Door Replace	-	400,000	-	400,000
PLG	Building	Renovate Men's and Women's Locker Rooms at PLGC Clubhouse	116,250	200,000	-	316,250
PLG	Field	Prairie Landing Golf Club Bridge Repairs Phase I	225,000	-	-	225,000
PLG	Equipment	Diesel/Electric Triplex Greens Mowers (2)	90,000	-	-	90,000
PLG	Equipment	1-Ton Dump Truck	65,000	-	-	65,000
PLG	Equipment	Banquet Chairs	-	54,562	-	54,562
PLG	Field	Design for New Prairie Landing Irrigation System	50,000	-	-	50,000
PLG	Building	Clubhouse Tuckpointing	45,000	-	-	45,000
PLG	Building	Partition Wall Refurbishment	40,381	-	-	40,381
PLG	Equipment	Kitchen Supplies/Equipment	38,000	-	-	38,000
PLG	Building	New Kitchen Tile Flooring	33,000	-	-	33,000
PLG	Equipment	Replace Dishwasher at PLGC Clubhouse	28,000	-	-	28,000
PLG	Building	Kitchen RTU Replacement	27,360	-	-	27,360
PLG	Building	Main Furnace / AC Replacement	24,200	-	-	24,200
PLG	Building	Halfway House exterior	22,000	-	-	22,000
PLG	Building	Clubhouse Landscape Improvements	20,000	-	-	20,000
PLG	Building	Enclose Exterior Lower Level Grill Room Bar Area	15,000	-	-	15,000
PLG	Equipment	Beverage Station	11,000	-	-	11,000
PLG	Equipment	Cart Barn Ice Maker	9,600	-	-	9,600
PLG	Equipment	Beer Cooling Pack Replacement	8,000	-	-	8,000
DAA	Contingency	Contingency	100,000	-	-	100,000
<b>Total Capital</b>			<b>23,054,722</b>	<b>3,246,219</b>	<b>8,549,144</b>	<b>34,850,085</b>

Major Maintenance Projects			New \$	Carryover \$	Grant \$	Total \$
DAA	Building	1955 Aviation Dr. Hangar Epoxy Floor Coating	145,000	-	-	145,000
DAA	Field	Refurbish Airfield Signage	135,000	-	-	135,000
DAA	Building	Demo Communications Building - DuPage Business Center	25,000	75,000	-	100,000
DAA	Building	Demo Union Hall	100,000	-	-	100,000
DAA	Building	1955 Aviation Dr. Hangar Wall Caulking	100,000	-	-	100,000
DAA	Building	Refurbish Hangar Floors	80,000	-	-	80,000
DAA	Field	International Drive Tree Replacement	75,000	-	-	75,000
DAA	Field	Airfield Pavement Marking	73,535	-	-	73,535
DAA	Building	Demo Hangar N7 and Old Cameron Building	50,000	-	-	50,000
DAA	Field	Crackfill Longest Drive and Golf Maintenance Parking Lot	34,247	-	-	34,247
DAA	Building	Rehabilitate Trench Drains at DAA Maintenance Building	35,000	-	-	35,000
DAA	Field	Crackfill and Sealcoat North Avenue Parking Lot	23,000	-	-	23,000
DAA	Equipment	ARFF Truck Tires	18,000	-	-	18,000
DAA	Field	Mudjacking Various Locations	15,000	-	-	15,000
PLG	Building	Repair Banquet Hall Patio	-	30,000	-	30,000
PLG	Field	PLGC Pavement Repairs	-	17,420	-	17,420
<b>Total Major Maintenance</b>			<b>908,782</b>	<b>122,420</b>	<b>-</b>	<b>1,031,202</b>
<b>Total Capital &amp; Major Maintenance</b>			<b>23,963,504</b>	<b>3,368,639</b>	<b>8,549,144</b>	<b>35,881,287</b>

## DUPAGE AIRPORT AUTHORITY

<b>Construct New Hangar South Hightail Ramp</b>	<b>\$19,150,000</b>
Construction of a new 2-bay, 48,000 square foot hangar and office space on the South Hightail Ramp. DAA will utilize the hangar as a storage facility to accommodate various aircraft and associated ground support equipment. The hangar will be constructed to accommodate two (2) separate tenants if required.	
<b>Airport Perimeter Security &amp; Wildlife Fencing - Phase 2 (South End) (AIP Project)</b>	<b>\$1,692,235</b>
Airport Improvement Program Project (Federal and/or State grant funds with local share participation). Upgrade airport perimeter fencing on the southern and western airport boundary. 6' fencing increased to 8' fencing, wildlife skirt and three (3) strands of barbed wire.	
<b>Runway 10/28 Avigation Easement Acquisition</b>	<b>\$1,500,000</b>
Acquire ALP defined RPZ and Approach/Transitional Zone Easements.	
<b>Rehabilitate Runway 10-28 (AIP Project)</b>	<b>\$1,300,000</b>
Airport Improvement Program Project (Federal and/or State grant funds with local share participation). Replace runway edge lights, base cans, and associated electrical infrastructure for Runway 10/28.	
<b>Airport Perimeter Security &amp; Wildlife Fencing - Phase 3 (North End) (AIP Project)</b>	<b>\$1,271,604</b>
Airport Improvement Program Project (Federal and/or State grant funds with local share participation). Upgrade airport perimeter fencing on the northern airport boundary. 6' fencing increased to 8' fencing, wildlife skirt and three (3) strands of barbed wire.	
<b>Taxiway B Overlay (AIP Project)</b>	<b>\$1,013,793</b>
Airport Improvement Program Project (Federal and/or State grant funds with local share participation). Mill and overlay Taxiway Bravo.	
<b>Replacement of Homerun Duct Bank (AIP Project)</b>	<b>\$894,874</b>
Airport Improvement Program Project (Federal and/or State grant funds with local share participation). Replace existing electrical ductbank with approximately 3,400' of 6 way 2" PVC concrete encased ductbank that serves runway lighting circuits on the north airfield.	
<b>Replace ATP/Avel Ramp w/PCC (AIP Project)</b>	<b>\$791,675</b>
Airport Improvement Program Project (Federal and/or State grant funds with local share participation). Remove existing asphalt apron and replace with 8" PCC.	
<b>Perimeter Road Resurfacing – West Tower Road/ DuPage Drive</b>	<b>\$660,000</b>
State/Local Program Project (State grant funds with local share participation). Mill and overlay west Tower Road and DuPage Drive.	

<b>Flight Center Elevator Traction Car Driver Modification</b>	<b>\$550,000</b>
Phase I replacement of obsolete controls for two (2) passenger elevator cars in the DuPage Flight Center.	
<b>Elevated Fixture Grounding Upgrades (AIP Project)</b>	<b>\$482,146</b>
Airport Improvement Program Project (Federal and/or State grant funds with local share participation). Installation of grounding rods on existing airfield lighting fixtures to provide a ground path between the fixture stem and baseplate.	
<b>Taxiway Pavement Repairs (AIP Project)</b>	<b>\$475,000</b>
Airport Improvement Program Project (Federal and/or State grant funds with local share participation). Isolated full depth pavement repair and joint replacement at specific airfield pavement locations.	
<b>Taxiway E Reconfiguration (AIP Project)</b>	<b>\$457,626</b>
Airport Improvement Program Project (Federal and/or State grant funds with local share participation). Reconfiguration of Taxiway E between Runway 15/33 and Taxiway Bravo per Runway Safety Action Team recommendation.	
<b>Construct New Parking Lot</b>	<b>\$450,000</b>
State/Local Program Project (State grant funds with local share participation). Construct new parking lot at the proposed South Hightail Ramp hangar.	
<b>Property Acquisition</b>	<b>\$442,850</b>
Property acquisition north of Route 64 and east of Powis Road.	
<b>Replace Hangar Heaters</b>	<b>\$440,000</b>
Replacement of heaters at Hangar E1, E2 and E19 with Infra-Red system. The existing heaters are beyond their service life and are causing condensation build up from unvented combustion.	
<b>North Hightail Gutter and Building Envelope Restoration</b>	<b>\$385,000</b>
Restorations necessary to prevent rust leaching from top cap of precast on to face of building being caused by moisture penetration.	
<b>6 wheel Dump Truck &amp; Sodium Spreader</b>	<b>\$213,000</b>
Replace a 22 year old truck and add the ability and to have a larger sodium formate spreader to accommodate the widened runway.	
<b>Hangar Epoxy Floor Coating</b>	<b>\$145,000</b>
Recoat hangar floor at 1955 Aviation Drive due to high traffic use and non-slip surface that has worn beyond its useful life.	
<b>Refurbish Airfield Signage</b>	<b>\$135,000</b>
Replace taxiway guidance signs which have not been upgraded to LED.	

<b>Echo T-Hangar Pavement Rehab Phase III (AIP Project)</b>	<b>\$125,828</b>
Airport Improvement Program Project (Federal and/or State grant funds with local share participation). Pavement resurfacing for apron areas at the Echo-T hangars per the Pavement Management System Update.	
<b>North Ramp Paving</b>	<b>\$100,000</b>
Asphalt paving of existing grass area between the North Ramp and Hangar apron.	
<b>Demo Communication Building</b>	<b>\$100,000</b>
Demo vacant obsolete building at the DuPage Business Center that is beyond repair and no longer feasible to maintain.	
<b>Demo Union Hall</b>	<b>\$100,000</b>
Demo vacant building on parcel north of Roosevelt Road that is beyond repair and no longer feasible to maintain.	
<b>1955 Aviation Drive Hangar Wall Caulking</b>	<b>\$100,000</b>
Replace original 20+ year old shrinking caulk causing water infiltration to hangar.	
<b>Refurbish Hangar Floors</b>	<b>\$80,000</b>
Refurbish hangar floor coatings at the North and South Hightail hangar transient bays due to poor condition caused by high traffic use.	
<b>Tree Replacement</b>	<b>\$75,000</b>
Replace trees on International Drive that were previously removed due to damage or disease.	
<b>Airfield Pavement Marking</b>	<b>\$73,535</b>
Runway, taxiway, and apron pavement marking; in addition to landside areas per 2022 schedule.	
<b>Replace Fire Alarm System</b>	<b>\$71,500</b>
Replace fire alarm panels that are not addressable per code at Hangar E21 and Muk's Aviation.	
<b>Add Electrical Panels</b>	<b>\$64,800</b>
Add electrical panels to Hangar E9 and E20. Existing panels currently share a single breaker with another hangar.	
<b>Replace Servers, IT Network</b>	<b>\$60,000</b>
Replace DAA's Hyper V network, which is currently beyond its useful life.	
<b>Replace Surveillance and Access Control Hardware</b>	<b>\$50,000</b>
As-needed repair and replacement of surveillance cameras, access control readers, and related hardware.	
<b>Demo Hangar N7 and Old Cameron Building</b>	<b>\$50,000</b>
Demo vacant hangar that is beyond repair and no longer feasible to maintain.	

<b>Mini Excavator</b>	<b>\$40,000</b>
Procurement of a small excavator to repair irrigation system and perimeter fencing wildlife skirt.	
<b>Replace RTU Old Admin Building</b>	<b>\$39,900</b>
Replace HVAC RTU at the Old Administration Build that is beyond its useful service life.	
<b>Rehabilitate Trench Drains</b>	<b>\$35,000</b>
Rehab floor drains at the DAA Maintenance Building that are currently not draining due to age and buildup of debris.	
<b>Crackfill Longest Drive and Golf Maintenance Parking Lot</b>	<b>\$34,247</b>
Route and crackfill Longest Drive and Golf Maintenance to preserve existing asphalt pavement.	
<b>5010 Obstruction Tree Removal</b>	<b>\$30,000</b>
Tree trimming and/or removal north of Route 64 for trees identified as a Part 77 surface obstruction.	
<b>Tenant Leasing Software</b>	<b>\$25,000</b>
New cloud based tenant leasing software.	
<b>Crackfill and Sealcoat North Avenue Parking Lot</b>	<b>\$23,000</b>
Route, crackfill and sealcoat North Avenue Parking lot to preserve asphalt pavement surface.	
<b>North Hightail Hangar Bay Carpet, Paint, and Appliances</b>	<b>\$22,500</b>
Tenant renovations required at North Hightail Hangar.	
<b>Government Center First-Floor Carpeting</b>	<b>\$22,000</b>
Replacement of high traffic common area carpet on the 1 <sup>st</sup> floor of the Government Center.	
<b>ARFF Truck Tires</b>	<b>\$18,000</b>
New tires for Aircraft Rescue and Fire Fighting vehicle.	
<b>Gutter Replacement</b>	<b>\$17,000</b>
Gutter replacement at flight school hangar due to damage caused by ice damming.	
<b>Mudjacking</b>	<b>\$15,000</b>
Repair sunken sidewalk panels and joints at various locations throughout the airport.	
<b>Cooling System for DAA Network server Room</b>	<b>\$15,000</b>
Add cooling to the server room due to additional equipment added.	
<b>Replace CCR in Airfield Vault</b>	<b>\$15,000</b>
Replace a 30KW airfield lighting regulator over 30 years old.	



<b>Replace Perimeter Fence Signage</b>	<b>\$12,000</b>
Replace missing or damaged airfield perimeter regulatory signs.	
<b>Fertilizer Spreader</b>	<b>\$10,000</b>
Procurement of a fertilizer spreader to add the ability to spread fertilizer/herbicide without damaging the irrigation system and eliminating outside contractor fees.	
<b>2 Post Lift</b>	<b>\$8,000</b>
Replaces a 27 year old in-ground lift for vehicle maintenance with a safer above ground two post vehicle lift.	
<b>Tire Machine</b>	<b>\$8,000</b>
Procurement of a tire machine to facilitate tire replacement for over 40 vehicles/trailers and to eliminate the expense of outside contractor fees.	
<b>Sidewalk Snow Broom</b>	<b>\$6,000</b>
Procurement of a snow broom attachment for an existing piece of equipment will facilitate snow and ice removal from sidewalks for customer and employee safety.	
<b>Wheel Balancer</b>	<b>\$6,000</b>
Procurement of a wheel balance will be utilized in conjunction with the tire machine to facilitate wheel balancing requirements.	

## DUPAGE FLIGHT CENTER

<b>Flight Center Building Automation</b>	<b>\$82,400</b>
Replaces existing environmental controls in the DuPage Flight Center that is beyond its useful life and requiring modernization.	
<b>Dual Wheel Flatbed Truck &amp; GPU</b>	<b>\$60,000</b>
Replaces an existing truck that is more than 10 years old and beyond it useful service life.	
<b>Towable GPU</b>	<b>\$50,000</b>
Procurement of a mobile 28v GPU for starting and servicing aircraft.	
<b>4X4 Pickup Truck</b>	<b>\$45,000</b>
Replaces a current line service truck that is more than 10 years old. The truck is utilized for plowing and light aircraft towing.	
<b>Courtesy Car</b>	<b>\$42,000</b>
Replaces the existing Flight Center courtesy car.	
<b>Air Stairs</b>	<b>\$30,000</b>
Pre-owned air stairs will be used on B-737 and MD-80 size aircraft that utilize DuPage Airport that do not have internal stairs. Also, will be used in the event of a large aircraft diverted to DuPage.	

## **PRAIRIE LANDING GOLF CLUB**

<b>PLGC Maintenance Building Addition</b>	<b>\$400,000</b>
1,800 square foot expansion will provide additional space needed for the storage and protection of materials and equipment currently being stored outdoors.	
<b>Renovate Men's and Women's Locker Rooms at PLGC Clubhouse</b>	<b>\$316,250</b>
Renovate the existing men's and women's locker rooms including new walls, floor tiles, toilet partitions, toilet accessories, countertops, sinks and lighting. Modify swing locker room for new bridal dressing area.	
<b>Golf Club Bridge Repairs Phase 1</b>	<b>\$225,000</b>
Several of the bridges on the golf course property are in need of various levels of bulkhead/interface repair and restoration. Over time, watershed has caused the erosion of soil banks and the failure of the bulkheads. These failures are causing the cartpath/bridge interfaces to fail and become unstable in some situations. Repairs will restore these areas and construct new bulkheads to stop the erosion.	
<b>Triplex Green Mowers (2)</b>	<b>\$90,000</b>
Replaces two (2) 2015 model year units which are utilized for mowing greens. The new mowers will be utilized for tees and other areas.	
<b>1 Ton Dump Truck</b>	<b>\$65,000</b>
Replaces a 2001 dump truck which is beyond its useful service life. The dump truck is utilized for material handling, off-site material pickup, and snow removal.	
<b>Banquet Chairs</b>	<b>\$54,562</b>
Replace approximately 250 banquet chairs.	
<b>Design for PLGC Irrigation System</b>	<b>\$50,000</b>
Plans and specifications necessary to bid a new golf irrigation system for future replacement of Prairie Landing's current system, which was installed in 1993.	
<b>Clubhouse Tuckpointing</b>	<b>\$45,000</b>
Brick and mortar repairs necessary to protect the existing structure from further degradation.	
<b>Partition Wall Refurbishment</b>	<b>\$40,381</b>
Brick and mortar repairs necessary to protect the existing structure from further degradation in addition to correcting slip and fall hazards on the stairwell leading to the Cart Barn.	
<b>Kitchen Equipment</b>	<b>\$38,000</b>
Replace equipment as necessary. Most of this equipment is original equipment	

<b>Kitchen Tile Flooring Replacement</b>	<b>\$33,000</b>
Replace original kitchen and grill tile as it is currently slippery and difficult to clean	
<b>Repair Banquet Hall Patio</b>	<b>\$30,000</b>
Repair/replace banquet hall patio bricks	
<b>Replace Dishwasher</b>	<b>\$28,000</b>
Hobart dishwasher is 4-5 years past recommended service life and needs replacement.	
<b>Kitchen RTU replacement</b>	<b>\$27,360</b>
Unit is beyond its useful service life and requires replacement.	
<b>Main Furnace AC replacement</b>	<b>\$24,200</b>
Unit is beyond its useful service life and requires replacement.	
<b>Halfway House Exterior</b>	<b>\$22,000</b>
Replace halfway server window and make space more inviting to guests	
<b>Clubhouse Landscape Improvements</b>	<b>\$20,000</b>
Plant and hardscape materials necessary for landscape improvements at the Prairie Landing Clubhouse.	
<b>PLGC Pavement Repairs</b>	<b>\$17,420</b>
Crackfill, sealcoating and pavement marking of the Clubhouse parking lots.	
<b>Enclose Lower-Level Grill Room area</b>	<b>\$15,000</b>
Weather protection necessary to keep freezing conditions of heat piping from recurring.	
<b>Beverage Station</b>	<b>\$11,000</b>
New beverage station for grill room to allow better drink service for our customers	
<b>Replace Cart Barn Ice Maker</b>	<b>\$9,600</b>
Unit is beyond its useful service life and requires replacement.	
<b>Beer Cooling Pack Replacement</b>	<b>\$8,000</b>
Unit is beyond its useful service life and requires replacement.	
<b><u>Contingency Funds</u></b>	
<b>Contingency Reserve – All Operations</b>	<b>\$100,000</b>
Funding for any unplanned Capital or Major Maintenance projects (e.g. emergency repairs, replacements, or major unforeseen capital projects) will be pulled from contingency funds. Contingency funds will be replenished throughout the year with unused plan dollars from 2020 projects that are completed under budget.	

**Fiscal Year 2022  
Tentative Budget &  
Appropriations Ordinance**

For the period January 1, 2022 - December 31, 2022  
DuPage Airport Authority  
West Chicago, IL

**ORDINANCE 2021-371**

**TENTATIVE BUDGET & APPROPRIATIONS ORDINANCE**

for the DUPAGE AIRPORT AUTHORITY

for the FISCAL YEAR BEGINNING

JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022

WHEREAS, The Board of Commissioners of the DuPage Airport Authority, an Illinois Special District, has adopted a fiscal year beginning January 1, 2022 and ending December 31, 2022, 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 2022.

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, 2022 and ending December 31, 2022 the following sums of money below are hereby budgeted and appropriated for the corporate purposes of the Corporate Fund of the DuPage Airport Authority:

<b>Estimated Beginning Cash Balance</b>	<b>\$ 63,997,765</b>
<b><u>OPERATING REVENUES</u></b>	
Airport Operations	\$ 3,912,072
Flight Center Fuel Operations	\$ 12,140,829
Prairie Landing Golf Course	\$ 2,691,400
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 18,744,301</b>
<b><u>OPERATING EXPENSES</u></b>	
Airport Operations	\$ 7,331,316
Flight Center Fuel Operations	\$ 8,223,372
Prairie Landing Golf Course	\$ 2,522,764
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 18,077,452</b>
<b><u>NON OPERATING - REVENUE / DEBT SERVICE / CAPITAL / TAXES</u></b>	
<b>REVENUES</b>	
Miscellaneous Taxes	\$ 70,000
Property Taxes/Abatement	\$ 6,032,004
Federal & State Grants	\$ 1,692,525
Interest Income	\$ 200,004
Unrealized Gain/Loss from Investments	\$ -
Gain of Sale from Fixed Assets	\$ 30,000
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 8,024,533</b>
<b>EXPENSES</b>	
Property Tax (DAA)	\$ 311,880
Property Tax (PLGC)	\$ 60,000
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>\$ 371,880</b>
<b><u>CAPITAL DEVELOPMENT PROGRAM</u></b>	
AVIATION PROGRAMS / EQUIPMENT	\$ 33,327,730
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 1,522,352
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 1,031,201
<b>TOTAL CAPITAL DEVELOPMENT PROGRAM</b>	<b>\$ 35,881,283</b>
<b>TOTAL REVENUES</b>	<b>\$ 26,768,834</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 54,330,615</b>
<b>CASH BALANCE - ENDING</b>	<b>\$ 36,435,984</b>

SECTION 2: That the following budget and appropriations, containing an estimate of the receipts and expenditures for FISCAL YEAR 2022, be and are hereby adopted as the budget and appropriations of the Corporate Fund of the DuPage Airport Authority for said fiscal year:

**AIRPORT ADMINISTRATION / OPERATIONS**

<b>REVENUES</b>	
HANGAR RENTALS	\$ 2,837,196
COLLECTION, SERVICE, TOWING FEES	\$ 1,236
COMMISSIONS	\$ 32,241
CUSTOMS FEES	\$ 78,770
RAMP, TIE DOWN, OVERNIGHT FEES	\$ 150,532
NON AIRFIELD, RENT/LEASE REVENUE	\$ 797,097
MISCELLANEOUS	\$ 15,000
<b>TOTAL REVENUES</b>	<b>\$ 3,912,072</b>
<b>CASH ON HAND - BEGINNING</b>	<b>\$ 39,720,825</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 43,632,897</b>
<b>EXPENDITURES</b>	
<b>SALARIES</b>	
STAFF & COMMISSIONERS	\$ 2,492,860
<b>SALARIES TOTAL</b>	<b>\$ 2,492,860</b>
<b>BENEFITS</b>	
FICA	\$ 185,225
UNEMPLOYMENT INSURANCE	\$ 25,607
GROUP INSURANCE	\$ 374,733
UNIFORMS	\$ 13,836
IMRF	\$ 157,281
<b>BENEFITS TOTAL</b>	<b>\$ 756,682</b>
<b>GENERAL &amp; ADMINISTRATIVE</b>	
EDUCATION / TRAINING / TRAVEL	\$ 18,504
DUES & SUBSCRIPTIONS	\$ 13,809
COMPUTER AND SOFTWARE	\$ 62,696
COMMUNICATIONS	\$ 49,764
GENERAL OFFICE	\$ 7,896
MISCELLANEOUS	\$ 38,964
<b>GEN. &amp; ADMIN. TOTAL</b>	<b>\$ 191,633</b>
<b>OUTSIDE SERVICES</b>	
CONSULTING SERVICES	\$ 384,108
ACCOUNTING / AUDIT	\$ 39,996
CUSTOMS/CONTROL TOWER	\$ 873,660
MISC OUTSIDE SERVICES	\$ 286,788
LEGAL	\$ 180,000
SNOW REMOVAL/ICE CONTROL	\$ 92,900
ARFF	\$ 512,880
<b>OUTSIDE TOTAL</b>	<b>\$ 2,370,332</b>
<b>MAINTENANCE</b>	
EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 130,194
SUPPLIES/HANDTOOLS & SMALL EQUIPMENT	\$ 49,924
FUEL/OIL VEHICLES & EQUIPMENT	\$ 80,004
FIELD MAINTENANCE	\$ 129,996
BUILDING MAINTENANCE	\$ 162,000
MACHINE & EQUIPMENT	\$ 65,004
<b>MAINTENANCE TOTAL</b>	<b>\$ 617,122</b>
INSURANCE	\$ 356,148
<b>INSURANCE TOTAL</b>	<b>\$ 356,148</b>
MARKETING / PUBLIC RELATIONS	\$ 98,950
<b>MARKETING / PUBLIC RELATIONS TOTAL</b>	<b>\$ 98,950</b>
<b>UTILITIES</b>	
GARBAGE REMOVAL / JANITORIAL	\$ 14,820
GAS HEAT	\$ 135,661
ELECTRIC	\$ 261,012
WATER/SEWER	\$ 36,096
<b>TOTAL UTILITIES</b>	<b>\$ 447,589</b>
<b>TOTAL EXPENDITURES:</b>	
<b>AUTHORITY ADMINISTRATION &amp; OPERATIONS</b>	<b>\$ 7,331,316</b>
<b>CASH ON HAND ENDING</b>	<b>\$ 36,301,581</b>

**DUPAGE FLIGHT CENTER FUEL OPERATIONS**

<b>REVENUES</b>	
FUEL & OIL SALES	\$ 11,601,368
SERVICES & CATERING	\$ 533,500
MISCELLANEOUS INCOME	\$ 5,961
<b>TOTAL REVENUES</b>	<b>\$ 12,140,829</b>
<b>CASH ON HAND - BEGINNING</b>	<b>\$ 26,519,714</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 38,660,543</b>
<b>EXPENDITURES</b>	
<b>SALARIES</b>	
STAFF	\$ 1,101,519
<b>SALARIES TOTAL</b>	<b>\$ 1,101,519</b>
<b>BENEFITS</b>	
FICA	\$ 84,266
UNEMPLOYMENT INSURANCE	\$ 18,746
GROUP INSURANCE	\$ 220,224
UNIFORMS	\$ 15,020
IMRF	\$ 74,242
<b>BENEFITS TOTAL</b>	<b>\$ 412,498</b>
<b>COST OF SALES</b>	
COST OF SALES - FUEL/OIL	\$ 5,910,691
COST OF SALES - DE-ICE	\$ 34,000
COST OF SALES - CATERING	\$ 84,600
<b>COST OF SALES TOTAL</b>	<b>\$ 6,029,291</b>
<b>GENERAL &amp; ADMINISTRATIVE</b>	
BUILDING RENT	\$ 48,000
EDUCATION / TRAINING / TRAVEL	\$ 19,581
DUES & SUBSCRIPTIONS	\$ 3,900
MISC OFFICE EXPENSE	\$ 21,372
SOFTWARE	\$ 17,975
COMMUNICATIONS	\$ 6,696
CREDIT CARD EXPENSE	\$ 152,812
MARKETING	\$ 51,260
<b>GEN. &amp; ADMIN. TOTAL</b>	<b>\$ 321,596</b>
<b>OUTSIDE SERVICES</b>	
CONSULTING SERVICES/LEGAL	\$ 20,724
<b>OUTSIDE SERVICES TOTAL</b>	<b>\$ 20,724</b>
<b>MAINTENANCE / OPERATIONS</b>	
EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 136,248
SUPPLIES	\$ 35,880
FUEL / OIL VEHICLES	\$ 11,004
MAINTENANCE EXPENSE	\$ 37,000
<b>MAINTENANCE TOTAL</b>	<b>\$ 220,132</b>
<b>INSURANCE</b>	\$ 115,212
<b>INSURANCE TOTAL</b>	<b>\$ 115,212</b>
<b>UTILITIES</b>	
ELECTRIC	\$ 2,400
<b>UTILITIES TOTAL</b>	<b>\$ 2,400</b>
<b>TOTAL EXPENDITURES:</b>	
<b>FLIGHT CENTER FUEL OPERATIONS</b>	<b>\$ 8,223,372</b>
<b>CASH ON HAND ENDING</b>	<b>\$ 30,437,171</b>



**PRAIRIE LANDING GOLF COURSE****REVENUES****GOLF OPERATIONS**

GREENS FEES/CART RENTAL	\$ 1,218,527
ASSOCIATION MEMBERSHIPS	\$ 340,000
RENTALS	\$ 1,500
PRACTICE CENTER	\$ 100,000
PRO SHOP SALES	\$ 105,500
<b>TOTAL GOLF OPERATIONS</b>	<b>\$ 1,765,527</b>

**FOOD & BEVERAGE**

CLUBHOUSE	\$ 365,000
KITTY HAWK - DELI	\$ 14,200
BANQUET	\$ 544,173
<b>TOTAL FOOD &amp; BEVERAGE</b>	<b>\$ 923,373</b>

## MISCELLANEOUS INCOME

	\$ 2,500
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$ 2,500</b>

**TOTAL REVENUES**

**\$ 2,691,400**

**CASH ON HAND - BEGINNING**

**\$ (2,242,775)**

**TOTAL FUNDS AVAILABLE**

**\$ 448,625**

**EXPENDITURES****SALARIES**

STAFF	\$ 1,269,963
<b>SALARIES TOTAL</b>	<b>\$ 1,269,963</b>

**BENEFITS**

FICA	\$ 97,151
UNEMPLOYMENT INSURANCE	\$ 42,156
GROUP INSURANCE	\$ 108,517
UNIFORMS	\$ 9,000
IMRF	\$ 62,074
<b>BENEFITS TOTAL</b>	<b>\$ 318,898</b>

**COST OF SALES**

COST OF SALES - GOLF	\$ 74,400
COST OF SALES - GRILL,EVENT, BANQUETS	\$ 266,919
COST OF SALES - KITTY HAWK	\$ 12,153
CREDIT CARD FEES	\$ 67,852
<b>COST OF SALES TOTAL</b>	<b>\$ 421,324</b>

**GENERAL & ADMINISTRATIVE**

EDUCATION / TRAINING / TRAVEL	\$ -
DUES & SUBSCRIPTIONS	\$ 10,830
COMPUTER AND SOFTWARE	\$ 10,200
COMMUNICATIONS	\$ 21,540
TRANSFER COSTS TO FLIGHT CENTER	\$ (73,996)
MARKETING	\$ 42,000
<b>GEN. &amp; ADMIN. TOTAL</b>	<b>\$ 10,574</b>

**OUTSIDE SERVICES**

CONSULTING SERVICES / LEGAL	\$ 53,000
<b>OUTSIDE SERVICES TOTAL</b>	<b>\$ 53,000</b>

**MAINTENANCE / OPERATIONS**

COURSE MAINTENANCE	\$ 116,000
SUPPLIES	\$ 82,496
RENTAL EQUIPMENT	\$ 43,140
FUEL / OIL VEHICLES	\$ 14,500
BUILDING MAINTENANCE EXPENSE	\$ 43,476
<b>MAINTENANCE TOTAL</b>	<b>\$ 299,612</b>

## INSURANCE

	\$ 73,800
<b>INSURANCE TOTAL</b>	<b>\$ 73,800</b>

**UTILITIES**

GARBAGE REMOVAL / JANITORIAL	\$ 3,960
GAS HEAT	\$ 11,970
ELECTRIC	\$ 51,593
WATER/SEWER	\$ 8,070
<b>UTILITIES TOTAL</b>	<b>\$ 75,593</b>

**TOTAL EXPENDITURES:**

**PRAIRIE LANDING GOLF COURSE \$ 2,522,764**

**CASH ON HAND ENDING**

**\$ (2,074,139)**

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

MISCELLANEOUS TAXES	\$ 70,000
PROPERTY TAXES	\$ 6,032,004
FEDERAL & STATE GRANTS	\$ 1,692,525
INTEREST INCOME	\$ 200,004
UNREALIZED GAIN/LOSS FROM INVESTMENTS	\$ -
GAIN OF SALE FROM FIXED ASSETS	\$ 30,000
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 8,024,533</b>

**CAPITAL DEVELOPMENT PROGRAM**

AVIATION PROGRAMS / EQUIPMENT	\$ 33,327,730
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 1,522,352
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 1,031,201
<b>TOTAL CAPITAL DEVELOPMENT</b>	<b>\$ 35,881,283</b>

**PROPERTY TAX**

PROPERTY TAX (DAA)	\$ 311,880
PROPERTY TAX (PLGC)	\$ 60,000
<b>TOTAL PROPERTY TAX</b>	<b>\$ 371,880</b>

<b>TOTAL REVENUES</b>	<b>\$ 26,768,834</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 54,330,615</b>
<b>CASH ON HAND ENDING</b>	<b>\$ 36,435,984</b>

Said appropriation items shall constitute the Budget for the Corporate Fund of the Authority for FISCAL YEAR 2022.

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, 2022, 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 November 17, 2021.

Record of Roll Call Vote:

Karyn M. Charvat	_____
Juan E. Chavez	_____
Stephen L. Davis	_____
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:** Patrick Hoard  
Director of Finance

**THROUGH:** Mark Doles  
Executive Director

**RE:** Proposed Ordinance 2021-372; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2021 and Ending December 31, 2021.

**DATE:** November 11, 2021



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**SUMMARY:**

Board passage of this Ordinance is a statutory requirement in order for the Airport Authority to levy taxes in 2021, payable to the Airport Authority in 2022. The Airport Authority will Levy the same amount as it has since 2012, \$5,976,024.

**PREVIOUS COMMITTEE/BOARD ACTION:**

November 17, 2021 Proposed Ordinance 2021-372 will be reviewed by the Finance, Budget and Audit Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

The levy is necessary to fund capital improvement projects, major maintenance projects, safety and security.

**STAKEHOLDER PROCESS:**

No stakeholders have been identified at this time.

**LEGAL REVIEW:**

Legal review of this item is not necessary.

**ATTACHMENTS:**

Proposed Ordinance 2021-372; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year 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 and staff that the Board approve Proposed Ordinance 2021-372; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2021 and Ending December 31, 2021, for the purposes of capital expenditures, safety and security.

**ORDINANCE 2021-372**

**AN ORDINANCE OF THE DUPAGE AIRPORT AUTHORITY  
LEVYING TAXES 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, have determined the sums necessary to pay the costs of operating the DuPage Airport and all expenses and liabilities of the Authority for the fiscal year beginning January 1, 2021 and ending December 31, 2021, and have adopted an appropriation ordinance of the Authority for that period, appropriating the sum of \$34,183,763 as required by law; and

WHEREAS, said appropriation ordinance provides for estimated expenditures and revenues as follows:

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

<b>Estimated Beginning Cash Balance - Non-Designated</b>	<b>\$ 21,394,606</b>
<b>Estimated Beginning Cash Balance - Designated</b>	<b>\$ 16,291,253</b>
<b>Estimated Beginning Cash Balance - Restricted</b>	<b>\$ 2,726,721</b>
	<b>\$ 40,412,580</b>
<b><u>OPERATING REVENUES</u></b>	
Airport Operations	\$ 3,513,804
Flight Center Fuel Operations	\$ 7,092,386
Prairie Landing Golf Course	\$ 2,468,200
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 13,074,390</b>
<b><u>OPERATING EXPENSES</u></b>	
Airport Operations	\$ 7,097,423
Flight Center Fuel Operations	\$ 5,445,529
Prairie Landing Golf Course	\$ 2,323,220
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 14,866,172</b>
<b><u>NON OPERATING - REVENUE / DEBT SERVICE / CAPITAL / TAXES</u></b>	
<b>REVENUES</b>	
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
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 15,774,718</b>
<b>EXPENSES</b>	
Property Tax (DAA)	\$ 274,080
Property Tax (PLGC)	\$ 138,000
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>\$ 412,080</b>
<b><u>CAPITAL DEVELOPMENT PROGRAM</u></b>	
AVIATION PROGRAMS / EQUIPMENT	\$ 15,187,410
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 1,079,181
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 2,638,920
<b>TOTAL CAPITAL DEVELOPMENT PROGRAM</b>	<b>\$ 18,905,511</b>
<b>TOTAL REVENUES</b>	<b>\$ 28,849,108</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 34,183,763</b>
<b>CASH BALANCE - ENDING</b>	<b>\$ 35,077,925 *</b>

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

**AIRPORT ADMINISTRATION / OPERATIONS**

<b>REVENUES</b>	
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
<b>TOTAL REVENUES</b>	<b>\$ 3,513,804</b>
<b>CASH ON HAND - BEGINNING</b>	<b>\$ 19,094,423</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 22,608,227</b>
<b>EXPENDITURES</b>	
<b>SALARIES</b>	
STAFF & COMMISSIONERS	\$ 2,380,059
<b>SALARIES TOTAL</b>	<b>\$ 2,380,059</b>
<b>BENEFITS</b>	
FICA	\$ 177,094
UNEMPLOYMENT INSURANCE	\$ 29,329
GROUP INSURANCE	\$ 381,497
UNIFORMS	\$ 12,612
IMRF	\$ 178,241
<b>BENEFITS TOTAL</b>	<b>\$ 778,773</b>
<b>GENERAL &amp; ADMINISTRATIVE</b>	
EDUCATION / TRAINING / TRAVEL	\$ 19,071
DUES & SUBSCRIPTIONS	\$ 13,655
COMPUTER AND SOFTWARE	\$ 34,196
COMMUNICATIONS	\$ 39,508
GENERAL OFFICE	\$ 6,504
MISCELLANEOUS	\$ 18,616
<b>GEN. &amp; ADMIN. TOTAL</b>	<b>\$ 131,550</b>
<b>OUTSIDE SERVICES</b>	
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
<b>OUTSIDE TOTAL</b>	<b>\$ 2,273,671</b>
<b>MAINTENANCE</b>	
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
<b>MAINTENANCE TOTAL</b>	<b>\$ 605,736</b>
INSURANCE	\$ 398,808
<b>INSURANCE TOTAL</b>	<b>\$ 398,808</b>
MARKETING / PUBLIC RELATIONS	\$ 96,950
<b>MARKETING / PUBLIC RELATIONS TOTAL</b>	<b>\$ 96,950</b>
<b>UTILITIES</b>	
GARBAGE REMOVAL / JANITORIAL	\$ 14,424
GAS HEAT	\$ 136,000
ELECTRIC	\$ 247,000
WATER/SEWER	\$ 34,452
<b>TOTAL UTILITIES</b>	<b>\$ 431,876</b>
<b>TOTAL EXPENDITURES:</b>	
<b>AUTHORITY ADMINISTRATION &amp; OPERATIONS</b>	<b>\$ 7,097,423</b>
<b>CASH ON HAND ENDING</b>	<b>\$ 15,510,804</b>

**DUPAGE FLIGHT CENTER FUEL OPERATIONS**

<b>REVENUES</b>	
FUEL & OIL SALES	\$ 6,578,222
SERVICES & CATERING	\$ 508,272
MISCELLANEOUS INCOME	\$ 5,892
<b>TOTAL REVENUES</b>	<b>\$ 7,092,386</b>
<b>CASH ON HAND - BEGINNING</b>	<b>\$ 23,222,847</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 30,315,233</b>
<b>EXPENDITURES</b>	
<b>SALARIES</b>	
STAFF	\$ 1,027,425
<b>SALARIES TOTAL</b>	<b>\$ 1,027,425</b>
<b>BENEFITS</b>	
FICA	\$ 78,598
UNEMPLOYMENT INSURANCE	\$ 22,230
GROUP INSURANCE	\$ 220,464
UNIFORMS	\$ 13,704
IMRF	\$ 81,886
<b>BENEFITS TOTAL</b>	<b>\$ 416,882</b>
<b>COST OF SALES</b>	
COST OF SALES - FUEL/OIL	\$ 3,263,090
COST OF SALES - DE-ICE	\$ 27,000
COST OF SALES - CATERING	\$ 84,600
<b>COST OF SALES TOTAL</b>	<b>\$ 3,374,690</b>
<b>GENERAL &amp; ADMINISTRATIVE</b>	
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
<b>GEN. &amp; ADMIN. TOTAL</b>	<b>\$ 251,052</b>
<b>OUTSIDE SERVICES</b>	
CONSULTING SERVICES/LEGAL	\$ 22,224
<b>OUTSIDE SERVICES TOTAL</b>	<b>\$ 22,224</b>
<b>MAINTENANCE / OPERATIONS</b>	
EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 138,348
SUPPLIES	\$ 35,088
FUEL / OIL VEHICLES	\$ 11,004
MAINTENANCE EXPENSE	\$ 36,000
<b>MAINTENANCE TOTAL</b>	<b>\$ 220,440</b>
<b>INSURANCE</b>	<b>\$ 130,512</b>
<b>INSURANCE TOTAL</b>	<b>\$ 130,512</b>
<b>UTILITIES</b>	
ELECTRIC	\$ 2,304
<b>UTILITIES TOTAL</b>	<b>\$ 2,304</b>
<b>TOTAL EXPENDITURES:</b>	
<b>FLIGHT CENTER FUEL OPERATIONS</b>	<b>\$ 5,445,529</b>
<b>CASH ON HAND ENDING</b>	<b>\$ 24,869,704</b>



**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
<b>TOTAL GOLF OPERATIONS</b>	<b>\$</b>	<b>1,564,000</b>

**FOOD & BEVERAGE**

CLUBHOUSE	\$	324,000
KITTY HAWK - DELI	\$	19,600
BANQUET	\$	557,100
<b>TOTAL FOOD &amp; BEVERAGE</b>	<b>\$</b>	<b>900,700</b>

MISCELLANEOUS INCOME

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

**TOTAL REVENUES** **\$ 2,468,200**

**CASH ON HAND - BEGINNING**

**\$ (1,904,689)**

**TOTAL FUNDS AVAILABLE**

**\$ 563,511**

**EXPENDITURES**

**SALARIES**

STAFF	\$	1,158,474
<b>SALARIES TOTAL</b>	<b>\$</b>	<b>1,158,474</b>

**BENEFITS**

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

**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
<b>COST OF SALES TOTAL</b>	<b>\$</b>	<b>345,085</b>

**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
<b>GEN. &amp; ADMIN. TOTAL</b>	<b>\$</b>	<b>30,659</b>

**OUTSIDE SERVICES**

CONSULTING SERVICES / LEGAL	\$	63,746
<b>OUTSIDE SERVICES TOTAL</b>	<b>\$</b>	<b>63,746</b>

**MAINTENANCE / OPERATIONS**

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

**INSURANCE**

**\$ 66,000**

**INSURANCE TOTAL** **\$ 66,000**

**UTILITIES**

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

**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
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$</b>	<b>15,774,718</b>

**CAPITAL DEVELOPMENT PROGRAM**

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

**PROPERTY TAX**

PROPERTY TAX (DAA)	\$	274,080
PROPERTY TAX (PLGC)	\$	138,000
<b>TOTAL PROPERTY TAX</b>	<b>\$</b>	<b>412,080</b>

<b>TOTAL REVENUES</b>	<b>\$</b>	<b>28,849,108</b>
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>34,183,763</b>
	<b>\$</b>	<b>(5,334,655)</b>

<b>CASH ON HAND ENDING</b>	<b>\$</b>	<b>35,077,925 *</b>
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NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the DuPage Airport Authority, an Illinois Special District, as follows:

SECTION 1: There is hereby levied upon all taxable property within the DuPage Airport Authority, as the same may be assessed and equalized for the current fiscal year and to be collected by the levy of a general tax, the sum of \$5,976,024. Said tax shall be exclusive of and in addition to all taxes levied by the DuPage Airport Authority for bond and interest requirements, by ordinance, if any, certified copies of which have heretofore been filed in the Office of the County Clerk of DuPage County, Illinois.

SECTION 2: 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 November 17, 2021

Tentative Budget and Appropriations Ordinance adopted:	November 18, 2020
Submitted to County Board Chairman	December 2, 2021
Filed for Public Inspection:	December 2, 2021
Notice of Public Hearing Published:	December 2, 2021
Public Hearing Held:	January 11, 2021
Budget and Appropriations Ordinance Adopted:	January 20, 2021

Record of Roll Call Vote:

Karyn M. Charvat	_____
Juan E. Chavez	_____
Stephen L. Davis	_____
Gina R. LaMantia	_____
Michael V. Ledonne	_____
Gregory J. Posch	_____
Donald C. Sharp	_____
Daniel J. Wagner	_____

(seal) \_\_\_\_\_  
ATTEST: Chairman

\_\_\_\_\_  
Secretary

TO: Board of Commissioners

FROM: Patrick Hoard  
Finance Director

THROUGH: Mark Doles  
Executive Director

RE: Proposed Resolution 2021-2475; Authorizing the Execution of a Financial  
Investment Services Agreement with PMA Asset Management, LLC

DATE: November 10, 2021



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**SUMMARY:**

The Airport Authority has accumulated funds, primarily over the last 24 months, from the sale of property in the DuPage Business Center. These funds are restricted for aviation use by the FAA, and additionally limited to revenue-producing capital development by the Airport Authority. Currently, in the short-term, a large sum of these land sale proceeds is not immediately required to fund said development. Therefore, the Authority desired an investment advisor to invest the excess funds to generate a return greater than can be achieved using normally short-term banking products.

The funds will be invested in accordance with the Authority's investment plan and applicable Illinois State Statutes.

The Airport Authority solicited a Request for Proposals from qualified firms for providing financial investment services to the Authority under a three (3) year agreement, subject to two (2) additional one (1) year extensions at the sole discretion of the Authority.

Three (3) proposals were received from: Mesirow Financial Investment Management, Inc, PFM Asset Management LLC, and PMA Asset Management LLC. An evaluation panel reviewed the proposals for the asset allocation and investment process, fees, performance reporting, organization, services offered, and references.

Upon completing review of the proposals, the evaluation panel ranked PMA Asset Management, LLC as the best and most advantageous firm to provide financial investment services to the Airport Authority.

**PREVIOUS COMMITTEE/BOARD ACTION:**

November 17, 2021

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

**REVENUE OR FUNDING IMPLICATIONS:**

The specific funding impacts, while difficult to precisely specify, will be positive to the Airport as we will be making many times the return on our invested capital than we would in a money market account. Fees to the Investment Advisor are a minimum of \$1,250 per month. The fee schedule is as follows:

<b>Capital Invested</b>	<b>Fee Rate</b>
Up to \$20 Million	8 basis points
Anything over \$20 Million	6 basis points

**STAKEHOLDER PROCESS:**

None.

**LEGAL REVIEW:**

Legal counsel and PMA Asset Management, LLC will agree to the form of Agreement for services.

**ATTACHMENTS:**

- Proposed Resolution 2021-2475; Authorizing the Execution of a Financial Investment Services Agreement with PMA Asset Management, LLC.
- 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 2021-2475; Authorizing the Execution of a Financial Investment Services Agreement with PMA Asset Management, LLC.

**RESOLUTION 2021-2475**

**Authorizing the Execution of a Financial Investment Services Agreement with PMA Asset Management, 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 has solicited proposals from qualified firms to provide financial investment services in compliance with the Public Fund Investment Act and the Authority’s Investment Policy; and

**WHEREAS**, the Authority has received and reviewed three (3) proposals through a Request for Proposal evaluation committee process; and

**WHEREAS**, the Authority recommends entering into an Agreement with PMA Asset Management, LLC for providing financial investment services; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority be authorized to utilize the firm of PMA Asset Management, LLC for financial investment services for a term of three (3) years, subject to two (2) additional one (1) year extensions at the sole discretion of the Authority; and

**FURTHER, BE IT RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles to take whatever steps necessary to effectuate the terms of this Resolution.

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

Karyn M. Charvat \_\_\_\_\_  
Juan E. Chavez \_\_\_\_\_  
Stephen L. Davis \_\_\_\_\_  
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 17th day of November, 2021.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY



TO: Board of Commissioners

FROM: Dan Barna  
Operations and Capital Program Manager

THROUGH: Mark Doles  
Executive Director

RE: Proposed Resolution 2021-2476; Ratification of the Executive Director's Execution of a Change Order to the Contract with G.E. Riddiford Company, Inc. for Re-Roofing of DuPage Airport Authority Facilities

DATE: November 9, 2021



**SUMMARY:**

On June 28, 2021, the Board approved a Contract with G.E. Riddiford Company for roofing improvements at the Flight Center, Government Center and SE Ramp Hangar. During construction, it was discovered that 100% of the insulation within the Flight Center lower perimeter roof was wet and required replacement. This condition was unforeseen and did not appear in previous insulation core samples taken a year prior to project commencement.

Due to the immediate need to remove and replace the wet insulation, the Executive Director was required to execute a Change Order in the amount of \$63,847.92 to accomplish this task.

The Executive Director's execution of the \$63,847.92 Change Order exceeded the original Board approved construction cost by \$18,990.96. The wet insulation discovery and the final negotiated Change Order cost was discussed with the Chairman prior to its approval.

**PREVIOUS COMMITTEE/BOARD ACTION:**

November 17, 2021 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

June 28, 2021 Regular Board Meeting – the Board approved Resolution 2021-2445 Award of Contract to G.E. Riddiford Company, Inc. for Re-Roofing of DuPage Airport Authority Facilities.

**REVENUE OR FUNDING IMPLICATIONS:**

Board Approved Not-to-Exceed Construction Cost	\$1,188,626
G.E. Riddiford Company Construction Cost + Change Order No. 1	(\$1,143,769.04)
Change Order No. 2 – Remove and Replace Wet Insulation DuPage Flight Center Lower Perimeter Roof	(\$63,847.92)
Amount Exceeding Original Board Approved Construction Cost	(\$18,990.96)



**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 2021-2476; Ratification of the Executive Director’s Execution of a Change Order to the Contract with G.E. Riddiford Company, Inc. for Re-Roofing of DuPage Airport Authority Facilities.

**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 2021-2476; Ratification of the Executive Director’s Execution of a Change Order to the Contract with G.E. Riddiford Company, Inc. for Re-Roofing of DuPage Airport Authority Facilities.

**RESOLUTION 2021-2476**

**Ratification of the Executive Director’s Execution of a Change Order to the Contract with G.E. Riddiford Company, Inc. for Re-Roofing of DuPage Airport Authority Facilities**

**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**, on June 28, 2021, the Board of Commissioners of the Authority authorized the execution of a Contract with G.E. Riddiford Company, Inc. (“Riddiford”) for re-roofing of Authority facilities (the “Project”) in an amount not-to-exceed \$1,188,626, which included a 5% owner’s contingency and \$2,000 allowance for the removal of electrical conduit; and

**WHEREAS**, during the Project, it was determined that wet insulation needed to be removed and replaced on the entire lower perimeter roof of the DuPage Flight Center; and

**WHEREAS**, the cost to remove and replace the wet insulation resulted in a Change Order in the amount of \$63,847.92, which exceeded the total not-to-exceed construction cost of \$1,188,626; and

**WHEREAS**, due to the timing of the need to execute the Change Order, the Executive Director has executed a Change Order with Riddiford, increasing the original not-to-exceed construction cost of \$1,188,626 to \$1,207,616.96; and

**WHEREAS**, the Authority finds that the cost of the Change Order is reasonable and deems it to be in the best interest of the Authority to ratify the execution of a Change Order to the Contract with Riddiford in the amount of \$63,847.92; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority hereby ratifies the Executive Director’s execution of a Change Order to the Contract with Riddiford in the amount of \$63,847.92 and authorizes the Executive Director to take whatever steps necessary to effectuate the terms of said Change Order on behalf of the Authority.

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 17th day of November, 2021.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2021-2476**

TO: Board of Commissioners

FROM: Dan Barna  
Operations and Capital Program Manager

THROUGH: Mark Doles  
Executive Director

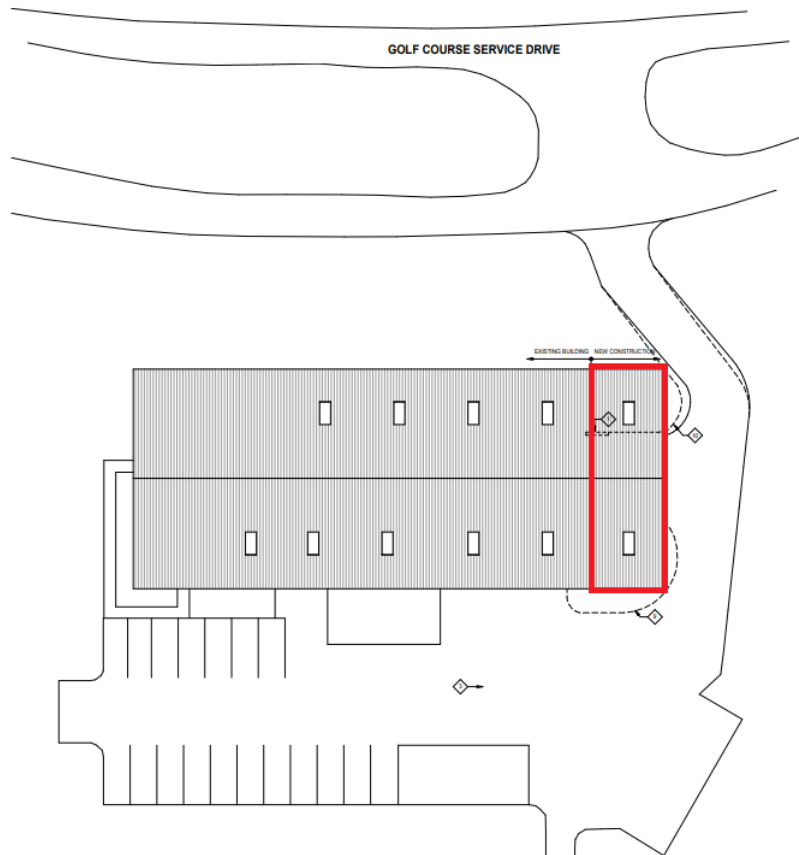
RE: Proposed Resolution 2021-2477; Award of a Design-Build Contract to Chapple  
Design-Build for the Prairie Landing Maintenance Building Expansion

DATE: November 9, 2021

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**SUMMARY:**

The Airport Authority's 2021 Capital Budget includes a project to expand the existing Prairie Landing Maintenance Building. The proposed 1,800 square foot expansion will provide additional space needed for the storage and protection of fertilizers, materials and equipment that are currently being stored outdoors due to the lack of storage space.



Staff utilized the services of Wight & Company to prepare bridging document design for this project. A Request for Qualifications (“RFQ”) from design-build firms was solicited in the July 20, 2021 edition of the Daily Herald Newspaper. Five (5) submittals were received from Chapple Design-Build, Integrity Builders, Integral Construction, Novak Construction, and Pandecon, Inc.

An evaluation panel appointed by the Executive Director reviewed the submittals for experience, capacity and capability to perform the project, project approach, and team assigned to the project. Three (3) shortlisted firms were selected to submit guaranteed maximum price proposals for this project as follows:

Chapple Design-Build	\$405,000
Integral Construction	\$546,000
Novak Construction	\$562,953

Upon review of the proposals, staff recommends entering into a design-build contract with Chapple Design-Build for a total cost not-to-exceed \$405,000. Wight & Company and staff have met with Chapple Design-Build to review the guaranteed maximum price proposal and scope of work required to complete this project. 25% of any shared savings will be paid to Chapple Design-Build, with the remaining 75% of any shared savings credited to the Authority.

**PREVIOUS COMMITTEE/BOARD ACTION:**

November 17, 2021 Golf Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

2021 Capital Budget	\$400,000
2021 Capital Contingency	\$39,600
Wight & Company Bridging Document Design	(\$9,600)
Wight & Company Construction Administration Allowance	(\$10,000)
Building Permit Allowance	(\$15,000)
Chapple Design-Build Guaranteed Maximum Price Including 10% Owner’s Contingency	(\$405,000)
	\$0

**STAKEHOLDER PROCESS:**

None.

**LEGAL REVIEW:**

Legal counsel has previously drafted the A141 Standard Form of Agreement Between Owner and Design-Builder.

**ATTACHMENTS:**

- Proposed Resolution 2021-2477; Award of a Design-Build Contract to Chapple Design-Build for the Prairie Landing Maintenance Building Expansion.
- 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 2021-2477; Award of a Design-Build Contract to Chapple Design-Build for the Prairie Landing Maintenance Building Expansion.

**RESOLUTION 2021-2477**

**Award of a Design-Build Contract to Chapple Design-Build for the Prairie Landing Maintenance Building Expansion**

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

**WHEREAS**, the Authority has solicited a request for qualifications from design-build firms for the Prairie Landing Maintenance Building Expansion; and

**WHEREAS**, the Authority has received and reviewed five (5) statements of qualifications and has shortlisted three (3) design-build firms to submit proposals; and

**WHEREAS**, the Authority has received and reviewed three (3) proposals through a Request for Proposal evaluation committee process; and

**WHEREAS**, the Authority recommends entering into a Design-Build Contract with Chapple Design-Build for the Prairie Landing Maintenance Building Expansion; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority be authorized to enter into a written Contract with Chapple Design-Build for a total cost not-to-exceed \$405,000, which includes a 10% owner’s contingency and 25% of any shared savings to be paid to Chapple Design-Build, with the remaining 75% of any shared savings credited to the Authority; 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 Contract with Chapple Design-Build 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.

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 17th day of November, 2021.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**DUPAGE AIRPORT AUTHORITY  
 DESIGN-BUILD SERVICES: PLGC MAINTENANCE EXPANSION  
 SOLICITATION NO. 2021-0715**

**STATEMENT OF POLITICAL CONTRIBUTIONS**

\_\_\_\_\_  
 ( Chapple Design Build)

\_\_\_\_\_  
 (1024 W Main Street, St Charles, IL 60174)

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
*****NO POLITICAL CONTRIBUTIONS HAVE BEEN MADE BY ANY PRINCIPAL OF THE COMPANY				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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

VERIFICATION: NOT APPLICABLE

"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."

\_\_\_\_\_  
 (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 2021-2478; Award of Contract to Integral Construction, Inc. for the Prairie Landing Clubhouse Locker Room Renovation Phase I

DATE: November 11, 2021

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**SUMMARY:**

The Airport Authority’s 2021 Capital Budget includes a project to renovate the men’s and women’s locker rooms at the Prairie Landing Clubhouse. The Phase I project includes painting, new lighting fixtures, plumbing fixtures, sinks, countertops, and converting the lockers to digital locksets. The women’s locker room will also receive new carpeting, tile, toilet/shower partitions; in addition to converting existing space to a dressing room for bridal parties.

Staff utilized the services of Wight & Company to develop plans and specifications for this project. A solicitation for sealed bids was advertised in the October 20, 2021 edition of the *Daily Herald Newspaper*. A mandatory pre-bid meeting was held at 10:00 a.m. on October 26, 2021. Ten (10) sealed bids were received and opened at 2:00 p.m. on November 5, 2021. Bid results are as follows:

Bidder	Total Construction Cost
Integral Construction Romeoville, IL	\$173,200
J.A. Watts, Inc. Elmhurst, IL	\$188,600
Pandecon, Inc. Geneva, IL	\$199,556
Ostrander Construction Downers Grove, IL	\$216,939
Unified Construction Westmont, IL	\$229,286
Construction Solutions Oak Lawn, IL	\$233,723
Lite Construction Montgomery, IL	\$237,213
Precision Quality Contractors Wood Dale, IL	\$244,800
RoMAAS, Inc. Glen Ellyn, IL	\$294,900
KWCC, Inc Sugar Grove, IL	\$300,869



Upon evaluation of the bids, it is apparent that Integral Construction, Inc. is the low, responsive and responsible bidder. Wight & Company and staff conducted a bid review interview with Integral Construction, Inc. and confirmed full compliance with project specifications.

Wight & Company and staff conducted reference checks on Integral Construction; in addition to reviewing the information submitted by the Indiana, Illinois, Iowa Foundation for Fair Contracting (attached to this memo). Wight & Company and staff find that feedback provided by references is acceptable for recommending award of contract to Integral Construction.

Reference summaries will be provided to the Board under separate cover.

**PREVIOUS COMMITTEE/BOARD ACTION:**

November 17, 2021 Golf Committee – this item is being reviewed by the Committee.

**REVENUE OR FUNDING IMPLICATIONS:**

2021 Capital Budget	\$200,000
2021 Capital Contingency	\$10,720
Wight & Company Design Service Order	(\$15,000)
Wight & Company Construction Administration Service Order	(\$5,200)
Integral Construction, Inc. Construction Cost	(\$173,200)
Owner's Contingency (10%)	(\$17,320)
	\$0

**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.

Legal counsel has reviewed the information submitted by the Indiana, Illinois, Iowa Foundation for Fair Contracting.

**ATTACHMENTS:**

- Email & Supplemental Information from Steff Andrew Perez – Indiana, Illinois, Iowa Foundation for Fair Contracting.
- Proposed Resolution 2021-2478; Award of Contract to Integral Construction, Inc. for the Prairie Landing Clubhouse Locker Room Renovation Phase I.
- 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 2021-2478; Award of Contract to Integral Construction, Inc. for the Prairie Landing Clubhouse Locker Room Renovation Phase I.

## Dan Barna

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**From:** Steff Perez <SPerez@iiffc.org>  
**Sent:** Monday, November 8, 2021 3:27 PM  
**To:** Dan Barna  
**Subject:** Information regarding the apparent low bidder for the Prairie Landing Golf Club Locker Room Renovation  
**Attachments:** Integral Bid Protest 10-14-21.pdf

To Whom it May Concern:

The Indiana, Illinois, and Iowa Foundation for Fair Contracting (“III FFC”) is a non-for-profit labor-management organization, established to support, promote, and encourage fair contracting. The III FFC provides a “level playing field” in the public construction arena for both contractors and workers. One of the responsibilities of the III FFC is to monitor “public work” bid openings in which contractors are bidding on projects that are subject to both state and federal laws. The mission of the III FFC is to ensure that responsible contractors are awarded all public work projects.

It has come to the attention of the III FFC that the apparent low bidder for the Prairie Landing Golf Club Locker Room Renovation project could be Integral Construction from Romeoville, IL. The III FFC would like to provide the attached information for the Board to review in determining the “lowest responsive and/or responsible bidder.”

Attached are the most recent documents for your review:

- Tab a: Metra Procurement memo rejecting the low bid of Integral Construction on the Blue Island/Vermont St. Station Rehabilitation project for failure to comply with bid specifications.
- Tab b: Deucheler memo rejecting the low bid of Integral Construction for the Fox Metro Water Reclamation District Digester Complex Improvements Project for multiple reasons.
- Tab c: DuPage County memo for the Sluice Gate Installation Contract that was awarded to Integral Construction. Staff recommended terminating the executed contract with Integral Construction for failure to adhere to the terms of the contract.
- Tab d: Executed contract for the Burbank Park District 2020 Narragansett Park OSLAD Improvements with Integral Construction showing a substantial completion date of 12-31-2020. A copy of pay application 6 from 5-21-2021 from Integral Construction showing most of the work was performed in 2021 and that the project was not finished as of 5-21-2021. Project Architect Tod Stanton from Design Perspectives (630-606-0776) is willing to discuss his experience with Integral Construction on this project.
- Tab e: Hanover Township Board meeting minutes documenting why Integral Construction was not a “responsible bidder” and that they rejected the Integral Construction bid for the Izaak Walton Reserve Project (highlighted).

- Tab f: Illinois Department of Labor issued a Notice of First Violation to Integral Construction for under paying workers \$20,490.72 in wages and we're fined \$4,081.79 in penalties for a total \$24,490.72 on a single project.
- Tab g: Elgin School District U-46 memo rejecting the low bid of Integral Construction on the Elgin High School Memorial Field Stadium Improvements Project for numerous reasons stated therein.
- Tab h: OSHA Inspection Report showing that Integral Construction was cited for 2 safety violations for work performed in Oak Forest. Integral Construction paid a fine of \$2728.00

If you have any questions, feel free to contact me. Thank you.

Very truly yours,

Steff Andrew Perez  
Construction Analyst  
Indiana, Illinois, Iowa Foundation for Fair Contracting  
Mobile (815) 370-7236  
6170 Joliet Road, Suite 200  
Countryside, IL 60525

**a**

<b>SUMMARY OF METRA PROCUREMENT</b>												
<b>Award To:</b> IHC Construction Companies LLC		<b>Amount:</b> \$3,144,000.00										
<b>Procurement:</b> Blue Island/Vermont St. Station Rehabilitation		<b>Contract No.:</b> PO0111225										
<b>Bid Opening:</b> 9/21/21	<b>Funding Source:</b> Capital (RTA) (Fully funded)	<b>Lead:</b> M. Delaney										
<b>Term:</b> 365 Days	<b>Type:</b> IFB	<b>Category:</b> Facility Improvement Project										
		<b>Responsible Dept.:</b> Project Delivery										
<p><b>ODBE:</b> 25% DBE goal - IHC Construction Companies, LLC committed to meet the DBE goal by utilizing Alpine Demolition Services, LLC; Araiza Corporation; Cardinal State, LLC; Chicago Area Plumbing, Inc.; Code Engineering Services, Inc.; DeSign Group Signage Corp.; Durango Painting; E4 Contractors, Inc.; Pinto Construction Group, Inc.; and Tolbert's Roofing and Construction Services, Inc.</p>												
<p><b>Action:</b> Award a contract to IHC Construction Companies LLC, the lowest responsive and responsible bidder.</p>												
<p><b>Background:</b> This contract provides for construction services to renovate the historical Blue Island/Vermont St. Station on Metra's Rock Island District. Work includes, but is not limited, to: complete interior renovation, roof renovation including gutter and downspout replacement, restoration of false chimneys above the roof line, rehabilitation of existing wood eave supports, removal of existing paint on exterior masonry walls, custom-size brick replacement, replacement of all doors and windows, new concrete slab, asbestos and lead-based paint abatement, new landscaping, site improvements, accessibility improvements linking the adjacent parking facilities, and installation of signs.</p>												
<p><b>Bid Tabulation:</b> Email notifications were sent to 1,088 vendors registered for 14 relevant commodities in Metra's vendor database. Four vendors responded, and two have previously transacted business with Metra. The bids received are summarized below:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;"><u>Bidder</u></th> <th style="text-align: right;"><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>* Integral Construction Inc., Romeoville, IL</td> <td style="text-align: right;">\$1,924,200.00</td> </tr> <tr> <td>IHC Construction Companies LLC, Elgin, IL</td> <td style="text-align: right;">\$3,144,000.00</td> </tr> <tr> <td>John Burns Construction, Orland Park, IL</td> <td style="text-align: right;">\$3,215,000.00</td> </tr> <tr> <td>Scale Construction Inc., Chicago, IL</td> <td style="text-align: right;">\$3,561,129.00</td> </tr> </tbody> </table> <p>* Integral Construction Inc.'s bid was non-responsive for failing to meet the DBE goal.</p>			<u>Bidder</u>	<u>Amount</u>	* Integral Construction Inc., Romeoville, IL	\$1,924,200.00	IHC Construction Companies LLC, Elgin, IL	\$3,144,000.00	John Burns Construction, Orland Park, IL	\$3,215,000.00	Scale Construction Inc., Chicago, IL	\$3,561,129.00
<u>Bidder</u>	<u>Amount</u>											
* Integral Construction Inc., Romeoville, IL	\$1,924,200.00											
IHC Construction Companies LLC, Elgin, IL	\$3,144,000.00											
John Burns Construction, Orland Park, IL	\$3,215,000.00											
Scale Construction Inc., Chicago, IL	\$3,561,129.00											
<p>IHC Construction Companies LLC is the lowest responsive and responsible bidder.</p>												

PP

**b**



## DEUCHLER

CIVIL | STRUCTURAL | ELECTRICAL | ENVIRONMENTAL

230 WOODLAWN AVENUE • TELEPHONE (630) 897-4651 • FAX (630) 897-5696  
AURORA, ILLINOIS 60506

September 10, 2021

Mr. Chris Osinski  
*Principal*  
Integral Construction, Inc.  
320 Rocbarr Drive  
Romeoville, IL 60446

Re: Digester Complex Improvements  
Bid Evaluation  
Deuchler Job No. 111-19088-00

Dear Mr. Osinski:

Bids were opened for the Digester Complex Improvements Project (Project) at the Board Meeting on August 18, 2021. The Anaerobic Digester Process stabilizes the sludge generated in the treatment process and is vital to maintaining NPDES compliance and biosolids disposal requirements. The project was undertaken to replace aged equipment which, if continued to be operated in current condition, can present health, safety and welfare issues for employees. For the successful completion of the project, it is necessary to have an experienced and qualified contractor who can effectively execute the project within the time constraints specified.

Deuchler Engineering Corporation (Deuchler) reviewed the bids from six general contractors.

### Bid Price Evaluation

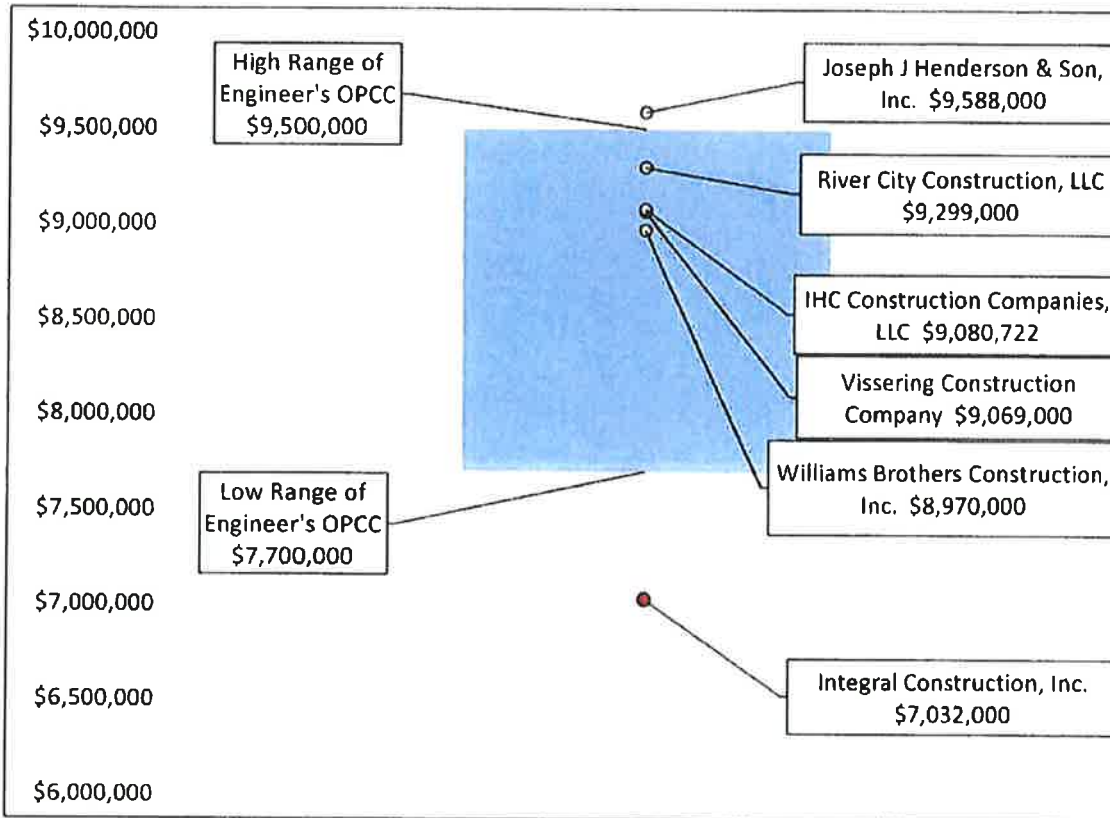
Figure 1 provides a summary of the bids and the Engineer's Opinion of Probable Construction Cost (OPCC). The OPCC is considered a Class 1 cost estimate under the American Association of Cost Engineers (AACE) Cost Estimate Classification System (AACE International Recommended Practice 18R), which is appropriate for projects at 50% to 100% definition. The cost estimate was developed with detailed unit costs and quantity take-offs. For this Class 1 cost estimate, the expected accuracy at an 80% confidence interval is -5% of the base cost estimate on the low end and +15% of the base cost estimate on the high end. Considering the current bidding environment and market volatility, it is reasonable that most bids were in the upper portion of this range.

Four of the six bids fell within the expected range of the OPCC with the high bid less than 1% above the high end of the OPCC range. The bid from Integral Construction, Inc. (Integral) was significantly less than the low range of the OPCC and all other bids



received. The bid of Integral was \$1,938,000 less than the next lowest bid submitted by Williams Brothers Construction Company (Williams Brothers).

The average of the five bids excluding the bid from Integral was \$9,201,344. Those five bids ranged from 2.5% below to 4.2% above this average while the bid from Integral was 23.6% below.



**Figure1. Summary of Bids**

Integral provided its list of subcontracted work as required under the project specifications. The bidder was required to provide the dollar amounts for contractors performing more than 1% of the contract. The identified cost for the items summarized in **Table 1** appear to be abnormally low and account for more than the \$1,938,000 difference between the total bids of Integral and the next lowest bidder, Williams Brothers Construction, Inc.



**Table 1. Bids for Subcontracted Work**

Subcontractor's Name	Work Description	Dollar Amount
Altra Builders	Mechanical – Digester Cover Erection and Mixing System Installation	\$170,000
Mechanical Concepts of Illinois	Mechanical – Process Piping Mechanical – Plumbing Mechanical – HVAC	\$1,216,000
Knox Construction	Painting	\$300,000

For comparison, a summary of the proposed prices of Integral and the next lowest bidder Williams Brothers to complete these items of work is provided in **Table 2**.

**Table 2. Cost Comparison of Subcontracted Work**

Work Description	Integral	Williams Brothers	Difference
Mechanical – Digester Cover Erection and Mixing System Installation	\$170,000	\$1,000,000	(\$830,000)
Mechanical – Process Piping Mechanical – Plumbing Mechanical – HVAC	\$1,216,000	\$2,200,000	(\$984,000)
Painting	\$300,000	\$650,000	(\$350,000)
<b>TOTAL</b>	<b>\$1,686,000</b>	<b>\$3,850,000</b>	<b>(\$2,164,000)</b>

**Qualifications of Apparent Low Bidder**

The submitted Affidavit of Experience did not include any projects with work on anaerobic digesters or anaerobic digester control buildings, nor did it include any work on wastewater treatment process facilities. The only work at wastewater treatment plants performed by Integral consisted of a vehicle fueling station and an administration building.

Integral did not provide examples of experience with tank cover erection by Altra Builders. Integral indicated that their listed subcontractor, Altra Builders, may subcontract the erection of the tank covers to "someone like Joliet Steel or Reed Machinery & Transportation." Per Article 17.2 of Section 00 21 13 Instructions for Bidders, "the low Bidder shall submit the names of the subcontractors listed as well as contracts in excess of 1.0% of the total base bid." The cost for erection of the covers and installation of the mechanical digester mixing system exceeds this threshold of 1.0%. For their bid to be considered responsive, Integral was required to indicate the subcontractor who will complete this work. In addition, Integral did not provide examples of tank cover erection by Joliet Steel or Reed Machinery & Transportation.

Integral noted that Mechanical Concepts of Illinois has installed flexible water tube boilers at East Aurora School District #131 and Altgeld Gardens and has completed work at



Mr. Chris Osinski – Integral Construction  
Digester Complex Improvements Bid Evaluation  
August 24, 2021

---

wastewater treatment plants. Integral did not indicate the specific type of work completed at wastewater treatment plants by Mechanical Concepts of Illinois.

Integral indicated that Knox Construction, its proposed painting subcontractor, has not completed any projects in which they applied the types of coating systems specified for the digester covers and digester interior.

Integral submitted an Affidavit of Experience which failed to identify their experience in successfully completing projects of a similar nature to the Digester Complex Improvements Project. In addition, Integral failed to comply with the bid requirements per Article 17.2 of Section 00 21 13 Instructions for Bidders to identify all subcontractors that will be completing more than 1% of the project.

For the reasons cited above, on September 1, 2021, the Fox Metro Water Reclamation District Board of Trustees unanimously rejected the bid of Integral Construction, Inc.

Sincerely,

Mark J. Halm, P.E. BCEE  
Vice President

Encl. Bid Bond

cc: File  
Mr. Tom Muth, Manager - FMWRD

**C**



DUPAGE COUNTY

Watershed Management

Water Quality

Floodplain Mapping

Regulatory Services

Flood Operations & Maintenance

Shared Services



# STORMWATER MANAGEMENT

## MEMORANDUM

Date: August 27, 2021  
 To: Stormwater Management Committee  
 From: Jamie C. Lock, P.E., CFM, Senior Project Engineer  
 Re: Contract Update: Sluice Gate Installation at Elmhurst Quarry (Bid #20-129-SW)

In April 2021, Bid #20-129 was awarded to Integral Construction as the low bidder to construct a second gate and associated electrical controls at the Elmhurst Quarry. Staff recently discovered that this contractor is unable to meet the requirements in the bid, specifically related to self-performance of at least 30% of the work. As the contractor cannot perform the requirements of the contract, it has been determined that the appropriate course of action is to cancel this HUD funded contract after thorough review and involvement between Stormwater Management, Procurement, and Community Development departments. This contract is on September agendas to re-award the project to the lowest most responsible bidder, Earthwerks Land Improvement and Development Corporation, and is still expected to meet the original timelines outlined in the contract.

**Action Requested:** Staff is requesting that Stormwater Management Committee approve the award to Earthwerks Land Improvement and Development Corporation, Inc. to continue forward progress on this important project.

Attachment: Award Memo to Committee - Earthwerks (SM-P-0348-21 : Earthwerks - Sluice Gate Installation at Elmhurst Quarry)

**d**

 **AIA**® Document A101™ – 2007

**Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum**

AGREEMENT made as of the 8th day of July in the year 2020  
(In words, indicate day, month and year.)

**BETWEEN the Owner:**  
(Name, legal status, address and other information)

Burbank Park District  
6100 W. 85th St.  
Burbank, IL 60459  
P: 708-599-3873

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

**and the Contractor:**  
(Name, legal status, address and other information)

Integral Construction, Inc  
320 Rocbaar Dr  
Romeoville, IL 60446  
P: 844-317-7403

AIA Document A201™-2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

**for the following Project:**  
(Name, location and detailed description)

2020 Narragansett Park OSLAD Improvements  
6470 W. 77th St.  
Burbank, IL 60459

**The Architect:**  
(Name, legal status, address and other information)

Design Perspectives, Inc.  
1280 Iroquois Ave.  
Suite 110  
Naperville, IL 60563  
P: 630-428-3134

The Owner and Contractor agree as follows.

Intt.

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**TABLE OF ARTICLES**

- 1 THE CONTRACT DOCUMENTS**
- 2 THE WORK OF THIS CONTRACT**
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**
- 4 CONTRACT SUM**
- 5 PAYMENTS**
- 6 DISPUTE RESOLUTION**
- 7 TERMINATION OR SUSPENSION**
- 8 MISCELLANEOUS PROVISIONS**
- 9 ENUMERATION OF CONTRACT DOCUMENTS**
- 10 INSURANCE AND BONDS**

**ARTICLE 1 THE CONTRACT DOCUMENTS**

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

**ARTICLE 2 THE WORK OF THIS CONTRACT**

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

**ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**

**§ 3.1** The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.  
*(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)*

The Commencement Date will be fixed in a Notice to Proceed

If, prior to the commencement of the Work, the Owner requires time to file mortgages and other security interests, the Owner's time requirement shall be as follows:

**§ 3.2** The Contract Time shall be measured from the date of commencement.

**§ 3.3** The Contractor shall achieve Substantial Completion of the entire Work not later than ( ) days from the date of commencement, or as follows:

*(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. If appropriate, insert requirements for earlier Substantial Completion of certain portions of the Work.)*

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Portion of Work

Substantial Completion Date

December 31, 2020

. subject to adjustments of this Contract Time as provided in the Contract Documents. (Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be (\$1,217,329.00 ), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner: (State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

Alternate A - Colored Concrete (Playground)

Alternate B - Poured in Place Safety Surface (Playground)

§ 4.3 Unit prices, if any: (Identify and state the unit price; state quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price Per Unit (\$0.00)
See Exhibit D.		

§ 4.4 Allowances included in the Contract Sum, if any: (Identify allowance and state exclusions, if any, from the allowance price.)

Item	Price
Owner Allowance*	\$25,000

\* Any unused portion will be credited back to the Owner.

ARTICLE 5 PAYMENTS

§ 5.1 PROGRESS PAYMENTS

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the 5th day of a month, the Owner shall make payment of the certified amount to the Contractor not later than the 21st day of the following

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month. If an Application for Payment is received by the Architect after the application date fixed above, payment shall be made by the Owner not later than forty five (45) days after the Architect receives the Application for Payment. (Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

1. Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of percent (10%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201™-2007, General Conditions of the Contract for Construction;
2. Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of percent (10%);
3. Subtract the aggregate of previous payments made by the Owner; and
4. Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201-2007.

§ 5.1.7 The progress payment amount determined in accordance with Section 5.1.6 shall be further modified under the following circumstances:

1. Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and (Section 9.8.5 of AIA Document A201-2007 requires release of applicable retainage upon Substantial Completion of Work with consent of surety, if any.)
2. Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Section 9.10.3 of AIA Document A201-2007.

§ 5.1.8 Reduction or limitation of retainage, if any, shall be as follows:

*(If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Sections 5.1.6.1 and 5.1.6.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)*

None.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

## § 5.2 FINAL PAYMENT

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

1. the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Section 12.2.2 of AIA Document A201-2007, and to satisfy other requirements, if any, which extend beyond final payment; and
2. a final Certificate for Payment has been issued by the Architect.

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§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

#### ARTICLE 6 DISPUTE RESOLUTION

##### § 6.1 INITIAL DECISION MAKER

The Architect will serve as Initial Decision Maker pursuant to Section 15.2 of AIA Document A201-2007, unless the parties appoint below another individual, not a party to this Agreement, to serve as Initial Decision Maker. *(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)*

##### § 6.2 BINDING DISPUTE RESOLUTION

For any Claim subject to, but not resolved by, mediation pursuant to Section 15.3 of AIA Document A201-2007, the method of binding dispute resolution shall be as follows:

*(Check the appropriate box. If the Owner and Contractor do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.)*

Arbitration pursuant to Section 15.4 of AIA Document A201-2007

Litigation in a court of competent jurisdiction

Other *(Specify)*

#### ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201-2007.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201-2007.

#### ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201-2007 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

*(Insert rate of interest agreed upon, if any.)*

Per the terms of the Prompt Payment Act in Illinois

§ 8.3 The Owner's representative:

*(Name, address and other information)*

Tod Stanton or other designee

1280 Iroquois Ave

Suite 110

Naperville, IL 60563

inf.

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**§ 8.4 The Contractor's representative:**  
*(Name, address and other information)*

Christopher Osinski or other designee  
320 Rocbaar Dr  
Romeoville, IL 60446

**§ 8.5** Neither the Owner's nor the Contractor's representative shall be changed without ten days written notice to the other party.

**§ 8.6 Other provisions:**

General conditions as included in the Project Manual will replace AIA Document A201-2007 in all notations in this contract.

**ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS**

**§ 9.1** The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated in the sections below.

**§ 9.1.1** The Agreement is this executed AIA Document A101-2007, Standard Form of Agreement Between Owner and Contractor.

**§ 9.1.2** The General Conditions are AIA Document A201-2007, General Conditions of the Contract for Construction.

**§ 9.1.3** The Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
See Project Manual.	All bidding documents including plans, details, specifications, addendum and Project Manual	are to be included in this construction contract.	

General Conditions, as included in this Project Manual, will replace AIA Document A201-2007 in all notations in this contract.

**§ 9.1.4** The Specifications:

*(Either list the Specifications here or refer to an exhibit attached to this Agreement.)*

Section	Title	Date	Pages
See Exhibit B.			

**§ 9.1.5** The Drawings:

*(Either list the Drawings here or refer to an exhibit attached to this Agreement.)*

Number	Title	Date
See Exhibit C.		

**§ 9.1.6** The Addenda, if any:

Number	Date	Pages
1	6-16-20	26
2	6-22-20	5

init.

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Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

§ 9.1.7 Additional documents, if any, forming part of the Contract Documents:

- .1 AIA Document E201™-2007, Digital Data Protocol Exhibit, if completed by the parties, or the following:

None

- .2 Other documents, if any, listed below:

*(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201-2007 provides that bidding requirements such as advertisement or invitation to bid, Instructions to Bidders, sample forms and the Contractor's bid are not part of the Contract Documents unless enumerated in this Agreement. They should be listed here only if intended to be part of the Contract Documents.)*

**ARTICLE 10 INSURANCE AND BONDS**

The Contractor shall purchase and maintain insurance and provide bonds as set forth in Article 11 of AIA Document A201-2007.

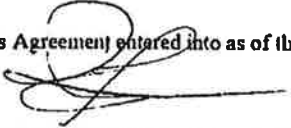
*(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A201-2007.)*

Type of Insurance or bond

Limit of liability or bond amount (\$0.00)

Performance Bond, Payment Bond and Insurance as defined in the Project Manual

This Agreement entered into as of the day and year first written above.

  
\_\_\_\_\_  
OWNER (Signature)

Edwin J. Krupa, President

*(Printed name and title)*

  
\_\_\_\_\_  
CONTRACTOR (Signature)

Christopher Osinski / Principal

*(Printed name and title)*

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**EXHIBIT A  
NOTICE TO PROCEED**

**TO:** Integral Construction, Inc.  
320 Rocbaar Drive  
Romeoville, Illinois 60446

**Project:** 2020 Narragansett Park OSLAD Improvements

You are hereby notified to commence work in accordance with the Agreement dated July 8, 2020 and to complete all work by December 31, 2020 including weekends but excluding legal holidays.

Dated this 8<sup>th</sup> day of July 2020.

Owner:  \_\_\_\_\_

By: Edwin J. Krupa \_\_\_\_\_


Title: President \_\_\_\_\_

**ACCEPTANCE OF NOTICE**

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by on behalf of

Integral Construction Inc. \_\_\_\_\_ (Contractor)

this the 22nd of July, 2020.

By:  \_\_\_\_\_

Title: Principal \_\_\_\_\_



MEMO

To: Bill Olsen

From: Tod Stanton

Date: May 21, 2021

**Certificate for Payment**

Owner: Burbank Park District  
6100 W 85<sup>th</sup> Street  
Burbank, IL 60459

Contract: 2020 Narragansett Park OSLAD Improvements

Pay Application: 6

Based upon our observations at the site and on the data comprising the Contractor's Application for Payment, the work has progressed to the point indicated on the Application for Payment and to the best of our knowledge, the work covered by this Application for Payment is in accordance with the Contract Documents and that all amounts shown are due. Therefore, we recommend payment be made to Integral Construction for the amount approved in the Application for Payment. **Certified Payroll from the General Contractor and all sub-contractors should be received and reviewed before releasing any check to them.**

Design Perspectives, Inc., by \_\_\_\_\_  
Tod J. Stanton

Date: 5-21-21





# APPLICATION AND CERTIFICATION FOR PAYMENT

ALA DOCUMENT G702

PAGE ONE OF PAGES

**TO OWNER:**  
 Burbank Park District  
 8050 S. Newcasite Avenue  
 Burbank, IL 60459

**PROJECT:**  
 Narragansett Park OS/AD Improvements  
 6400 W. 77th Street  
 Burbank, IL 60459

**APPLICATION NO:** 006  
**Distribution to:**  
 OWNER  
 ARCHITECT  
 CONTRACTOR

**PERIOD FROM:** 5/1/2021  
**PERIOD TO:** 5/20/2021

**FROM CONTRACTOR:**  
 Integral Construction Inc.  
 320 Rochbaar Drive  
 Remcoville, Illinois 60446

**CONTRACT FOR:** General Contracting Services

**CONTRACT DATE:** 7/8/2020

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, ALA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the contractor for Work for which previous Certificate for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM \$ 1,217,329.00  
 2. Net change by Change Orders \$ 34,851.00  
 3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,252,180.00

4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,072,165.00

5. RETAINAGE:  
 a. 10% of Completed Work (Column D + F on G703) \$107,216.00  
 b. 10% of Stored Material (Column F on G703) \$0.00  
 c. 10% Total Retainage Total in Column I of G703 \$107,216.00

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 964,949.00

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 818,387.00

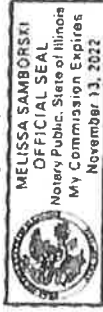
8. CURRENT PAYMENT DUE \$ 146,562.00

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 287,231.00

**CONTRACTOR:** Integral Construction Inc.

**By:** Lisa Minetti, Controller **Date:** 5/20/2021

**State of:** ILLINOIS **County of:** WILL  
**Subscribed and sworn to before me this** 20th **day of** May, 2021  
**Notary Public:** Melissa Samborski  
 My Commission Expires 11/13/2022



## CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ..... \$ \$146,562.00  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform with the amount certified.)

**OWNER:** Burbank Park District

**By:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
**ARCHITECT:** Design Perspectives, Inc **Date:** 5/21/21  
**By:** \_\_\_\_\_ **Title:** \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
001	Change Order #001	\$6,339.00	
002	Change Order #002	\$7,860.00	
003	Change Order #003	\$5,094.00	
004	Change Order #004	\$6,093.00	
005	Change Order #005	\$9,465.00	
<b>TOTALS</b>		<b>\$34,851.00</b>	<b>\$0.00</b>
<b>NET CHANGES by Change Order</b>		<b>\$34,851.00</b>	

AIA DOCUMENT G703 - 1992  
CONTINUATION SHEET

ITEM PAYMENT BREAKDOWN

PAGE 7

APPLICATION NUMBER: 006  
APPLICATION DATE: 5/20/2021  
PROJID TO: 5/20/2021  
GC+ PROJECT NO: 20-104-001  
PROJECT NAME: Normanset Park CSI AD Improvements

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I or Column II where variable retainage for line items may apply.

A ITEM NO. (as listed on invoice attached)	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (W/IN DORS)	G TOTAL COMPLETED AND STORED TO DATE (DORS)	H BALANCE TO FINISH (C-G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD				
1.00	General Requirements Integral Construction Inc.	\$70,460.00	\$60,350.00	\$0.00	\$0.00	\$60,350.00	\$10,110.00	\$6,035.00
2.00	Site Furnishings / Equipment materials Integral Construction Inc. installation Landscaper Services of Illinois	\$389,345.00 \$41,250.00	\$380,493.00 \$17,500.00	\$0.00 \$0.00	\$0.00 \$0.00	\$380,493.00 \$17,500.00	\$8,852.00 \$3,750.00	\$38,049.00 \$3,750.00
3.00	Electrical Crestown Electric	\$44,210.00	\$40,000.00	\$4,210.00	\$0.00	\$44,210.00	\$0.00	\$4,421.00
4.00	Earthwork Corliss Williams Construction LLC	\$186,298.00	\$137,100.00	\$22,000.00	\$0.00	\$159,100.00	\$27,198.00	\$15,910.00
5.00	Asphalt Paving Beverly Asphalt	\$133,345.00	\$0.00	\$53,000.00	\$0.00	\$53,000.00	\$80,345.00	\$5,300.00
6.00	Color Conting/Striping U.S. Tennis Court Construction	\$8,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,800.00	\$0.00
7.00	Site Concrete Onus Construction	\$175,526.00	\$150,000.00	\$25,526.00	\$0.00	\$175,526.00	\$0.00	\$17,553.00
8.00	Rubber Surfacing Purpretation	\$49,092.00	\$0.00	\$49,092.00	\$0.00	\$49,092.00	\$0.00	\$4,909.00
9.00	Artificial Turf Parpretation	\$5,908.00	\$0.00	\$5,908.00	\$0.00	\$5,908.00	\$0.00	\$591.00
10.00	Landscaping Bears Landscaping	\$34,455.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,455.00	\$0.00
11.00	Site Utilities Landscaper Services of Illinois	\$45,584.00	\$45,584.00	\$0.00	\$0.00	\$45,584.00	\$0.00	\$4,558.00
12.00	Owner Allowances Burbank Park District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13.00	Insurance Integral Construction Inc.	\$8,101.00	\$8,046.00	\$55.00	\$0.00	\$8,101.00	\$0.00	\$810.00
14.00	Performance & Payment Bond Integral Construction Inc.	\$12,101.00	\$12,046.00	\$55.00	\$0.00	\$12,101.00	\$0.00	\$1,210.00
15.00	Fee Integral Construction Inc.	\$47,705.00	\$38,200.00	\$9,505.00	\$0.00	\$47,705.00	\$0.00	\$4,770.00
<b>PAGE TOTALS</b>		<b>\$1,252,180.00</b>	<b>\$909,319.00</b>	<b>\$162,846.00</b>	<b>\$0.00</b>	<b>\$1,072,165.00</b>	<b>\$180,015.00</b>	<b>\$19,216.00</b>

**SWORN STATEMENT FOR CONTRACTOR AND SUBCONTRACTOR TO OWNER**

STATE OF ILLINOIS  
COUNTY OF WILL.

Draw # \_\_\_\_\_ 006

THE AFFRANT, Lito Minetti, being first duly sworn, on oath deposes and says that she/he is Controller of Integral Construction Inc., 320 Rockbar Drive, Romeoville, Illinois 60446 that has contracted with the Burbank Park District, 8050 S. Newcastle Avenue, Burbank, IL 60459. Owner For General Contracting on the following described premises in said county, to-wit:

**Narragansett Park OS/AD Improvements**

That, for the purpose of said contract, the following persons have been contracted with, and have furnished, or are furnishing and preparing materials for, and have done or are doing labor on said improvement. That there is due and to become due there, respectively, the amounts set opposite their names for materials or labor as stated. That this statement is a full, true and complete statement of all such persons, the amounts paid and amounts due to become due to each.

	Name and Address	Type of Work	Contract Amount	%	Work Completed	Retention	Not Previously Paid	Net Amount This Payment	Balance To Complete
<b>OS/AD Grant Area</b>									
1.00	Integral Construction Inc. 320 Rockbar Drive Romeoville, Illinois 60446	General Requirements	\$70,466.00	85.65%	\$60,350.00	\$6,035.00	\$34,315.00	\$0.00	\$16,145.00
2.00	Integral Construction Inc. 320 Rockbar Drive Romeoville, Illinois 60446	Site Furnishings & Equipment	\$430,595.00	97.07%	\$417,993.00	\$41,799.00	\$176,194.00	\$0.00	\$54,401.00
3.00	Crossman Electric 701 Fargo Avenue Ely Grove Village, IL 60097	Electrical	\$44,210.00	100.00%	\$44,210.00	\$1,421.00	\$36,000.00	\$1,789.00	\$4,421.00
4.00	Confiss Williams Construction LLC PO Box 1066 Mokena, IL 60445	Barbours	\$186,495.00	85.40%	\$159,100.00	\$15,910.00	\$123,390.00	\$19,800.00	\$41,108.00
5.00	Beverly Asphalt 1514 W. Pershing Road Chicago, IL 60669	Asphalt Paving	\$133,145.00	39.75%	\$53,063.00	\$5,306.00	\$0.00	\$47,700.00	\$85,645.00
6.00	U.S. Tensar Court Construction 204 Industrial Drive Lockport, IL 60445	Color Coating/Stripping	\$8,800.00	0.00%	\$0.00	\$0.00	\$0.00	\$0.00	\$8,800.00
7.00	Onus Construction 908 Heritage Drive Addicks, IL 60101	Site Concrete	\$175,526.00	100.00%	\$175,526.00	\$12,553.00	\$135,000.00	\$22,973.00	\$17,553.00
8.00	Parkation 27 E. Palatine Road Prospect Heights, IL 60070	Rubber Surfacing	\$19,092.00	100.00%	\$19,092.00	\$4,929.00	\$0.00	\$41,181.00	14,904.00
9.00	Parkation 27 E. Palatine Road Prospect Heights, IL 60070	Artificial Turf	\$5,908.00	100.00%	\$5,908.00	\$591.00	\$0.00	\$4,317.00	\$591.00
10.00	Beary Landscaping 15141 W. 159th Street Lockport, IL 60491	Landscaping	\$34,455.00	0.00%	\$0.00	\$0.00	\$0.00	\$0.00	\$34,455.00
11.00	Landscaper Services of Illinois PO Box 69 Mokena, IL 60449	Site Utilities	\$45,554.00	100.00%	\$45,554.00	\$4,558.00	\$41,026.00	\$0.00	\$4,558.00
12.00	Burbank Park District 8050 S Newcastle Avenue Burbank, IL 60459	Owner Allowances	\$0.00	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13.00	Integral Construction Inc. 320 Rockbar Drive Romeoville, Illinois 60446	Insurance	\$8,101.00	100.00%	\$8,101.00	\$810.00	\$7,241.00	\$0.00	\$810.00
14.00	Integral Construction Inc. 320 Rockbar Drive Romeoville, Illinois 60446	Performance & Payment Bond	\$12,101.00	100.00%	\$12,101.00	\$1,210.00	\$10,841.00	\$0.00	\$1,210.00
15.00	Integral Construction Inc. 320 Rockbar Drive Romeoville, Illinois 60446	Fee	\$47,705.00	86.36%	\$41,200.00	\$4,120.00	\$34,280.00	\$2,700.00	\$10,625.00
<b>TOTAL</b>			<b>\$1,251,160.00</b>	<b>85.62%</b>	<b>\$1,072,164.00</b>	<b>\$107,218.00</b>	<b>\$714,987.00</b>	<b>\$116,562.00</b>	<b>\$107,218.00</b>

AMT OF ORIGINAL CONTRACT	\$1,217,529.00	WORK COMPLETED TO DATE	\$1,072,164.00
CHANGE ORDERS	\$33,851.00	LESS % RETAINED	\$107,218.00
TOTAL CONTRACT AND EXTRAS	\$1,251,380.00	PREVIOUSLY PAID	\$318,382.00
CREDITS TO CONTRACT	\$0.00	AMOUNT OF THIS PAYMENT	\$146,562.00
ADJUSTED TOTAL CONTRACT	\$1,251,380.00	BALANCE TO BECOME DUE	\$287,218.00

It is understood that the total amount paid to date plus the amount requested in this application shall not exceed \_\_\_\_% of the cost of work completed to date.

I agree to furnish Warrant of Lien for all materials under my contract when demanded.

Signature

*Lito Minetti*  
Lito Minetti, Controller  
Integral Construction Inc.

Subscribed and sworn to before me this

20th

day of

May

2021

The above sworn statement should be obtained by the Awardee before each and every payment.



**MELISSA SAMBORSKI**  
**OFFICIAL SEAL**  
Notary Public, State of Illinois  
My Commission Expires  
November 13, 2022

**WAIVER OF LIEN TO DATE**

STATE OF ILLINOIS )  
 COUNTY OF WILL ) ss

City# \_\_\_\_\_

Escrow# \_\_\_\_\_

TO ALL WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Burbank Park District

to furnish General Contracting Services

for the premises known as Narragansett Park OSLAD Improvements

of which Burbank Park District is the owner.

THE undersigned, for and in consideration of one hundred forty-six thousand five hundred sixty-two and no/100  
\$146,562.00 Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es)  
 hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics'  
 liens, with respect to and on said above described premises, and the improvements there-on, and on the material, fixtures, apparatus,  
 or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor,  
 services, material, fixtures, apparatus, or machinery, furnished to this date by the undersigned for the above-described premises,  
 INCLUDING EXTRAS.\*

\*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT

Signed this 20th day of May, 2021

Signature *Lisa Minetti* Title: Controller

**CONTRACTOR'S AFFIDAVIT**

STATE OF ILLINOIS )  
 COUNTY OF WILL ) ss

TO WHOM IT MAY CONCERN:

THE undersigned, being duly sworn, deposes and says that he/she is Lisa Minetti  
Controller of Integral Construction Inc.

who is the contractor for the General Contracting Services work on the  
 building located at 6400 W. 77th Street, Burbank, IL 60459  
 owned by Burbank Park District

That the total amount of the contract including extras is \$1,252,180.00 on which he has received payment of  
\$818,387.00 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that

there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all parties who have  
 or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned  
 include all labor and material required to complete said work according to plans and specifications.

NAMES	WHAT FOR	CONTRACT PRICE	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
Integral Construction Inc.	General Contracting Services	\$ 1,252,180.00	\$ 818,387.00	\$ 146,562.00	\$ 287,231.00
<b>TOTAL LABOR AND MATERIALS TO COMPLETE</b>		<b>\$ 1,252,180.00</b>	<b>\$ 818,387.00</b>	<b>\$ 146,562.00</b>	<b>\$ 287,231.00</b>

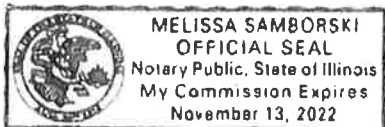
labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

Signed this 20th day of May, 2021

By: *Lisa Minetti*

Subscribed and sworn before me this 20th day of May, 2021

Seal: Signature: *Melissa Samborski*



e



- I. Call to Order/Roll Call: Supervisor McGuire called the Board meeting to order at 7:00 p.m.  
Clerk Dolan Baumer called the roll; present were Supervisor McGuire, Clerk Dolan Baumer and Trustees Beattie, Essick, and Moinuddin. Absent: Trustee Martínez  
Others present either in person or via teleconference were Assessor Tom Smogolski\*, Facilities and Road Maintenance Director Caleb Hanson, Aging Services Director Megan Conway\*, Human Services Director May Jo Imperato\*, Community Health Director Kristen Smith, Community and Government Relations Director Tom Kuttentberg\*, Emergency Services Director Mike Crews\*, Youth and Family Services Director Tina Houdek\*, Mental Health Board Manager Amanda Teachout\*, Assistant Administrator Kristin Vana, Administrator James Barr, Administrative Assistant Hailey Matich, and Attorney Mike Airdo. Also in attendance was Mr. Amit Kumar, members of the Streamwood Kiwanis Club, and Streamwood resident/Mental Health Board member Denise Camacho. \*Attendance via Zoom
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him in the Pledge of Allegiance to the Flag.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There were no responses. Mr. McGuire closed the Town Hall.
- IV. Presentations:
  - A. Supervisor McGuire asked India Council General Mr. Amit Kumar forward to receive a plaque and hear the resolution that he read into the record:  
Whereas, the Hanover Township Board of Trustees does hereby find as follows:  
Whereas, Ms. Mr. Amit Kumar has served as the Consul General of India, Chicago since April of 2020; and whereas, Mr. Amit Kumar joined the Indian Foreign Service in 1995 and has completed assignments in Japan, China, and Germany; and whereas, Mr. Amit Kumar is regarded as a friend of Hanover Township and is to be commended for his civil service; and whereas, Mr. Amit Kumar has dutifully executed the responsibilities and services of the Indian Chicago Consulate for all wishing to travel to India and obtain information on tourism, art, culture, trade and the economy of India; and whereas, Hanover Township is proud of the diverse population of our 101,000 residents, in our six communities and unincorporated areas, and seeks to promote the many different cultures of our residents, by partnering with leaders including Mr. Amit Kumar and the Indian Chicago Consulate. Now, therefore, be it hereby resolved by the Hanover Township Board of Trustees, Cook County, Illinois, that Mr. Amit Kumar, Consul General of India – Chicago is honored for his service to the residents of Hanover Township.  
The Council General thanked the Township for this honor and gesture of friendship, then described his duties as it relates to the building of relationships here in our area.
  - B. Supervisor McGuire presented a plaque to the Kiwanis Club of Streamwood in recognition of their receiving the 2021 Supervisor's Community Service Award.
  - C. Balance Chiropractic was also recognized as a Supervisor's Community Service Award, but could not attend this evening's meeting and the presentation would be made at another time.
- V. Reports:
  - A. Supervisor Report: The Supervisor reported that Facilities and Maintenance staff have been very busy clearing a path into the adjacent approximate 9-acre property. He has been participating in meetings with staff and the architects on proposed plans for an emergency services building plan.
  - B. Clerk's Report: A T.O.I. Board meeting and a T.O.I. Clerks Division Meeting would be held on April 22, and a T.O.C.C. Executive Board meeting would be held on the 29<sup>th</sup>.
  - C. Assessor's Report: No additional report was offered at this time.
  - D. Trustee Liaison Committee Reports: Trustee Essick reported that the Volunteer Appreciation

Drive By was very nice as a thank you for the volunteers. Trustee Beattie reported that wards selections would be held at the next COY meeting for outstanding youth.

- E. Department Reports: Reports were submitted for review by the Board; highlights included Director Houdek who mentioned that the free drop-in depression screening will continue through August on select days. Staff is returning to schools for the alternative to suspension program, social skills for boys, and group therapy sessions. Community Conversations, the online engagement events, are ongoing. The Celebration of Leadership would be held virtually this year and up to view after May 21. New Family Therapist, Patricia Gomez, joins the department on May 11. Manager Teachout reported that two funding requests have been brought forward for discussion at the next Mental Health Board meeting. The funded agencies are working well with the new online reporting tools. Director Kuttentberg reported that fifty percent of the OSLAD state grant was received this month. The Township shred event was a success; he thanked all who supported the event. He recently had the opportunity to share the plans for the Izaak Walton Center improvements with the City of Elgin. Director Imperato reported that the virtual job fair is doing well with 57 employers participating. It runs through April 30. The Community Center on Astor would be hosting a "Grab n' Go" summer lunch program sponsored by the Illinois Food Bank from June 6 through August 6. State Representative Crespo and County Commissioner Morrison would be co-hosting the backpack event. Food pantry usage is increasing over last year volunteers running the pantry. Streamwood Summer Celebration has been canceled. Director Smith reported thanked staff for helping coordinate the second vaccination clinic sponsored by Jewel Osco. The department has been asked to assist with area vaccination clinics. The state has expanded the vaccination availability to those over 16 years. The department has purchased the vaccine refrigerator, but is awaiting approval from the IDPH to be able to hold vaccines on site. May is High Blood Pressure Awareness month. Director Conway thanked those who participated in the Volunteer Drive By event. Age Options would co-host a vaccination clinic on April 27. Older Adults Mental Health Awareness Day is May 6. She asked that we keep Mrs. Naomi Walters-Lenoci in our thoughts as her husband Joseph passed away. Director Hanson reported that initial clearing of invasive species has begun at the Christofano property next door. Tours of the property are available to Board members at this time. The roads project is on target to accept bids in June. Mowing and brush pick up have begun for the season. The department is accepting people who are assigned community service as they have in the past. Director Crews reported that the unit performed a decontamination event recently for the Streamwood Fire Department. Table top exercises would be held through mid-May with unit partners. Search & Rescue training is ongoing. Assistant Administrator Vana reported that emergency preparedness training would be held in June for staff. The next Lunch and Learn would be presented by KCT Credit Union for financial health. The Diversity and Engagement Task Force met with the Hoffman Estates Police in April, and their next meeting would host the NAACP. A final report from that task force is forthcoming thereafter. Administrator Barr reported that he is meeting with the work group with FGM on the new emergency services building. He is also working on securing a ten-year loan as previously directed by this Board. Thomas Engineering is working on site improvements to the property. Internal staff is supplying labor for path clearing, etc. The Arts in Bartlett has once again asked the Township to provide tents (as a sponsor) for the six summer events this year. The Board agreed to this sponsorship use of tents. The swearing in of new officers would be held on May 17 outdoors.

At this point, Supervisor McGuire thanked staff for their reports and excused them for the balance of the meeting.

- VI. Bill Paying: Mr. Barr presented the bills for payment from April 13, 2021 through April 19, 2021 as follows:

a.	Town	\$73,764.28
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b.	Senior Services	23,019.01
c.	General Assistance	2,298.00
d.	Road Maintenance	26,377.36
e.	Mental Health Board	1,726.36
f.	Capital Fund	<u>1,057.64</u>
	Total	<u>\$128,242.65</u>

A motion was made by Trustee Beattie and seconded by Trustee Essick to approve payment of the bills as presented from April 13, 2021 through April 19, 2021. Roll call: Ayes: Trustees Beattie, Essick and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business:

A. Board Meeting Minutes of April 13, 2021: Clerk Dolan Baumer presented the minutes from the Board meeting of April 13, 2021 for review and approval. Trustee Essick moved to approve the Board meeting minutes of April 13, 2021; motion seconded by Trustee Moinuddin and a roll call followed. Roll call: Ayes: Trustees Beattie, Essick and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

B. Resolution to approve the Award of the Contract for the Hanover Township Izaak Walton Reserve Project: Trustee Essick moved that the Board approve resolution #042021 approving of the award of the contract for the Hanover Township Izaak Walton Reserve project; and that the bid proposal for the base work and Alternate #1 for \$716,130.04 and that the contract for the Project be awarded to E.P. Doyle & Son, LLC, as the lowest responsible and responsive bidder, expressly subject to approval by the Department of Natural Resources and the Township attorney, and that the Township Supervisor and Clerk be authorized to sign and attest, said project agreement on behalf of the Township, following approval of the agreement by the Department of Natural Resources and the Township Attorney; motion seconded by Trustee Beattie. Attorney Airdo read the following report into the record:

“Based on information learned by the Township as part of its review of bids for the Izaak Walton Reserve Project, we were asked to assess whether one of the bidders, Integral Construction, was “responsible” under Illinois law. The Township Code, 60ILCS 1/85-030, requires that except in cases of emergency when authorized by the township board: “Any purchase for services, material, equipment or supplies in excess of \$20,000.00 must be contracted for by a contract let to the “lowest responsible bidder.”” As it relates to responsible bidders, the Illinois Supreme Court has held “responsible” to mean “Financially responsible and able to discharge one’s obligations ‘in accordance with what may be expected or demanded under the terms of the contract.’” (*Joseph J. Henderson & Son, Inc. v. City of Crystal Lake*, 318 ILL.App.3d880885,743 N.E.2d 713,717 (2001))

The Township received nine sealed bids for the Izaak Walton Reserve project; the lowest bid from Integral Construction was for \$623,200.00. Upon vetting the bid submitted of Integral Construction we learned that Integral was found not to be a responsible bidder by School District U-46 based upon projects the district had learned about when vetting Integral before awarding a bid in February 2020. In its vetting, U-46 found that more than one project where liquidated damages were exacted, and one project that ran 18 months past due.

Kopon Airdo independently verified the facts that led to U-46’s finding that Integral was not the “lowest responsible bidder” on its project. Further, Kopon Airdo learned that Integral has worked on several projects in the last five years where liquidated damages were assessed, and where projects were completed months behind schedule. Integral has completed three projects for Valley View School District in recent years, all three were completed late and at least one resulted in liquidated damages. Integral was awarded a project for a park for the Village of



Homer Glen; this project was also significantly delayed.

Based on these findings, it is the opinion of Kopon Airdo that Integral Construction is not "financially responsible and able to discharge its obligations in accordance with what may be expected or demanded under the terms of the contract." Therefore, Integral is not a "responsible" bidder within the meaning of the Township Code, 60 ILCS 1/85-30.

As such, Kopon Airdo recommends that the contract for the Izaak Walton Reserve Project not be awarded to Integral Construction in this instance."

On the motion, roll call: Ayes: Trustees Essick, Beattie and Moinuddin, and Supervisor McGuire.  
Nays: None. Motion carried.

- IX. Executive Session: No motion to go into closed session was made.
- X. Other Business: Be reminded that the May 18 meeting would be moved to a rescheduled meeting on May 17 and be held following the swearing in of the newly elected Board. A card was received from a resident thanking the Township for the smooth vaccination service. This sentiment was echoed by many residents in emails and posts about the event.
- IX. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:55 p.m. was made by Trustee Martinez and seconded by Trustee Essick, followed by a roll call vote. Ayes: Trustees Beattie, Essick and Moinuddin and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer  
Clerk

Copy: Supervisor, Administrator, Attorney, (4) Trustees, and Assessor, Aging Services, Human Services, Y&I Services, Community Affairs

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**ILLINOIS DEPARTMENT OF LABOR**

**JB PRITZKER**  
GOVERNOR

**MICHAEL D. KLEINIK**  
DIRECTOR

April 15, 2021

Integral Construction  
Joe Zinchuk  
320 Rochaar Drive  
Romeoville, IL 60446

**RE: NOTICE OF FIRST VIOLATION**

Certified Mail Receipt No.:

9489 0090 0027 6172 0650 07

Public Body: Oak Forest Park District

Project: Clean up, labor and concrete work.

IDOL Case No.: 2020-PW-WA09-2590

Dear Joe Zinchuk:

This letter is formal notice of the determination by the Illinois Department of Labor (IDOL) that Integral Construction, (hereinafter referred to as "You" or "Your") violated the Illinois Prevailing Wage Act (820 ILCS 130/1 *et seq.*) ("PWA"). This letter constitutes a **NOTICE OF FIRST VIOLATION** and is issued by IDOL pursuant to Section 11a of the PWA, and the Prevailing Wage Hearing Procedures, 56 Ill. Adm. Code 100 for the following reasons:

You violated Section 3 of the PWA by failing to pay the prevailing rate of the wages for Cook County to workers on the public works project. The Department determined that the total amount of wages by which workers were underpaid was \$20,408.93. This amount represents the difference between actual wages paid and the amount required under the PWA. The assessed 20% statutory penalty amounted to \$4,081.79. The total amount assessed against You was \$24,490.72.

Although the Department has received payment of the underpaid amounts, the violations found during the investigation require issuance of this Notice of Violation.

If the Department determines that You committed a second violation of the PWA within five (5) years of the date of this Notice of First Violation, You will be subject to a summary debarment for a period of four (4) years, during which time You shall not be awarded any contracts for public works. This letter is to advise You and put You on notice that if You are debarred, the debarment includes all directors, officers, agents, representatives or other controlling persons who acted through or on Your behalf as set forth in 56 Ill. Adm. Code 100.26(a). An administrative hearing is not available upon the issuance of a First Notice of Violation, but if the Department issues a Notice of Second Violation, You have the right to request a hearing to contest the violations underlying the Notices of First and Second Violation as well as the issuance of the Notices of Violations, pursuant to Section 11a of the PWA and the Prevailing Wage Hearing Procedures.

Sincerely,

Michael D. Kleinik  
Director

Lincoln Tower Plaza 524 South 2nd Street, Suite 400 Springfield, Illinois 62701 (217) 782-6206 Fax: (217) 782-0596	Michael A. Bilandic Building 160 North LaSalle, Suite C-1900 Chicago, Illinois 60601-3150 (312) 793-2800 Fax: (312) 793-5257	Regional Office Building 2309 West Main Street, Suite 115 Marion, Illinois 62959 (618) 993-7090 Fax: (618) 993-7250
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**g**



School District U-46

Educational Services Center  
355 E. Chicago Street, Elgin, IL 60120-6543  
Tel: 847.888.5000 x5007  
Fax: 847.608.4173

Tony Sanders, Chief Executive Officer

U-46.org

**To:** Dr. Jeffrey King  
Deputy Superintendent Operations/Chief School Business Official

**From:** Bruce Phelps  
Senior Business Official of Business Services

**Date:** February 12, 2020

**Agenda Item:** Plant Operations - Elgin High School Memorial Field Stadium  
Improvements Project #237

**Category:** Work Session – Bid

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**Presenters:** Bruce Phelps, Senior Business Official of Business Services  
Sheila Downs, Director of Plant Operations

**Board Review Date:** March 2, 2020

**Board Action Date:** March 9, 2020

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**Policy Reference:** Board Policy 4.164 – Construction Contracts, Bidding, Awards and  
Payments

**Strategic Goal:** Efficiency, Excellence and Accountability

**Attachment(s):** Bid Tally Sheet and Bid Recommendation from Project Engineer

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**Recommendation:**

Administration recommends award of the low bid meeting specification to F.H. Paschen, S.N. Nielsen and Associates, LLC. in the amount of \$4,614,777.00 and requests authorization for district administration to execute related documents.

This expenditure will be charged to the Operations and Maintenance Fund.

The cost is included in the budget for the 2019-2020 fiscal year.

ISO 9001:2015 Certified Quality Management System

Rev. 10  
5/25/2018

**Rationale:**

The press box, bleachers, track and fencing are in poor condition and require repairs that extend beyond the capabilities of our internal staff. Thus, a full removal and replacement of those components of the stadium is recommended. In addition, there are multiple cracks within the concrete beneath the home bleachers, which causes leaks in the locker rooms beneath them. A full grinding of the cracks and sealing is required to seal that concrete and mitigate future water infiltrations. The natural turf also presents some challenges. Thus, we are recommending the replacement of the grass field with artificial turf, which will allow the district to go from game-only use of the field to full access for P.E. classes, practices, band, etc.

**Executive Summary:**

The stadium was constructed in 1961 and has had no major repairs with the exception of the installation of the running track in the early 1990s. The stadium needs repairs to bring it back to the level of other high school athletic facilities.

**Breakdown of Costs**

Base Bid	\$4,137,777.00
Alternate #1 (Concrete Walk)	\$44,000.00
Alternate #2 (Additional Site Lighting)	\$284,000.00
Alternate #3 (Security Cameras)	\$62,000.00
<u>Alternate #4 (Polyurethane Track Surface)</u>	<u>\$87,000.00</u>
<b>Total Contract Amount</b>	<b>\$4,614,777.00</b>

Although Integral presented the lowest bid, there were errors present within their calculations. In addition, they have not been in business for a minimum of five years as specified in the Request for Proposal. Upon vetting their bid package, we found out that they have at least two projects completed in the last few years where liquidated damages had to be exacted. One of those projects was more than 18 months past due and is still incomplete. With this knowledge, administration has determined that Integral is not the lowest responsible bidder. Therefore, administration is recommending the acceptance of the proposal from F.H. Paschen.

**Resources:**

Funding will be allocated for the engineering firm to design the project, prepare the construction documents, bidding and construction observation. Additional oversight of the project will be provided by the Plant Operations staff.

**Schedule of Work:**

Work will begin on April 7, 2020 with substantial completion on August 3, 2020 and final completion and closeout on October 3, 2020.

**Proposed Results:**

The improvements to the stadium, track, field, lighting, bleachers, press box, and fencing will mitigate safety hazards and increase the functionality and appearance of the facility. Adding the artificial turf will increase the use of the field from games only to as desired.



# SCHOOL DISTRICT U-46

## PLANT OPERATIONS

BONFIRE #74 - STADIUM IMPROVEMENTS AT ELGIN HIGH SCHOOL (PROJECT NO. 237)

BID OPENING: FEBRUARY 6, 2020 @ 10:00 AM

	F.H. Paschen, S.N. Nielsen & Associates LLC	Integral Construction Inc.	Team REIL, Inc.
	\$4,614,777.00	\$4,205,000.00	\$5,876,234.08
Items	TotalCost	TotalCost	TotalCost
<b>BASE BID</b>			
TOTAL BASE BID w/ ALLOWANCES	\$4,137,777.00	\$3,632,000.00	\$5,066,573.49
<b>ALTERNATE BIDS</b>			
ALTERNATE #1 - Concrete Walk Adjacent to Tennis Courts	\$44,000.00	\$30,000.00	\$77,106.00
ALTERNATE #2 - Additional Site Lighting	\$284,000.00	\$275,000.00	\$345,000.00
ALTERNATE #3 - Security Camera Work	\$62,000.00	\$60,000.00	\$130,000.00
ALTERNATE #4 - Polyurethane Synthetic Track Surfacing	\$87,000.00	\$208,000.00	\$257,554.59





February 13, 2020

Mr. Joseph Creadon  
School District U-46  
1460 Sheldon Drive  
Elgin, Illinois 60120

RE: Letter of Recommendation  
Stadium Improvements @  
Elgin High School  
ARCON Project No. 19105  
SD U-46 Project No. 237

Dear Joe:

On Thursday, February 6, 2020 at 2:00 PM, three (3) sealed bids were submitted and publicly opened for the above referenced project. (The bid tabulation is attached). The lowest qualified base bid and alternate bids of \$4,614,777.00 was submitted by F.H. Paschen, S.N. Nielsen & Associates LLC from Chicago, IL.

We have contacted F.H. Paschen, S.N. Nielsen & Associates LLC and they have confirmed their bid, see attached letter. ARCON Associates has successfully completed projects of similar size and scope with F.H. Paschen, S.N. Nielsen & Associates LLC in the past, and we have always found them to be a competent contractor.

*ARCON Associates, Inc. therefore recommends that the Board of Education for School District U-46 extend a contract to F.H. Paschen, S.N. Nielsen & Associates, LLC for the Stadium Improvement work at Elgin High School in the amount of \$4,614,777.00.*

We appreciate the opportunity to work with you on this project, and we look forward to its successful completion.

Sincerely,  
ARCON Associates, Inc.

A handwritten signature in black ink, appearing to read "Vien-Phong Trinh".

Vien-Phong Trinh, GGP, LEED AP  
Associate Principal

VPT/rac

J:\1 DU46\19105 Stadium Upgrades @ Elgin High School - Memorial Field\1 Docs\Corr\19105L001.wpd



February 13, 2020

Board of Education School District U-46  
1460 Sheldon Dr  
Elgin, Illinois 60120

**Stadium Improvements at Elgin High School**

To whom it may concern,

F.H. Paschen has reviewed the drawings extensively as well as vetted its potential subcontractors and trade partners and are confident the project will be completed on time per the project specifications. F.H. Paschen is also aware and understands the liquidated damages associated with the project as indicated in the project specifications. F.H. Paschen's team has worked well with ARCON Associates and has complete time critical projects with them in the past.

Respectfully,

Matt Cosenza  
Project Manager

---

**F.H. PASCHEN**

**F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC**  
5515 N. East River Road, Chicago, IL 60656  
p. 773.444.3474 f.773.714.0957 | [www.fhпасchen.com](http://www.fhпасchen.com)

**h**

OSHA

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## Inspection Detail

**Case Status: CLOSED**

**Inspection: 1370738.015 - Integral Construction Inc**

**Inspection Information - Office: Calumet City**

Nr: 1370738.015    Report ID: 0521700    Open Date: 01/11/2019

Integral Construction Inc

16901 Forest Ave.Null  
Oak Forest, IL 60452

Union Status: NonUnion

SIC:

NAICS: 238130/Framing Contractors

Mailing: 6646 W. Bradford Ct.Null, Monee, IL 60449

Inspection Type: Planned

Scope: Partial

Advanced Notice: N

Ownership: Private

Safety/Health: Safety

Close Conference: 01/11/2019

Emphasis: P:Fall, L:Fall, L:Piv

Close Case: 05/03/2019

**Case Status: CLOSED**

**Violation Summary**

	Serious	Willful	Repeat	Other	Unclass	Total
Initial Violations	2					2
Current Violations	2					2
Initial Penalty	\$4,546	\$0	\$0	\$0	\$0	\$4,546
Current Penalty	\$2,728	\$0	\$0	\$0	\$0	\$2,728
FTA Amount	\$0	\$0	\$0	\$0	\$0	\$0

**Violation Items**

#	ID	Type	Standard	Issuance	Abate	Curr\$	Init\$	Pta\$	Contest	LastEvent
1.	01001	Serious	19100178 L01 II	03/14/2019	04/09/2019	\$1,364	\$2,273	\$0		I - Informal Settlement
2.	01002	Serious	19260451 G01	03/14/2019	04/09/2019	\$1,364	\$2,273	\$0		I - Informal Settlement

**RESOLUTION 2021-2478**

**Award of Contract to Integral Construction, Inc. for the Prairie Landing Clubhouse Locker Room Renovation Phase I**

**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 Prairie Landing Clubhouse Locker Renovation Phase I; and

**WHEREAS**, the Authority received and reviewed ten (10) sealed bids on November 5, 2021; and

**WHEREAS**, it is apparent that Integral Construction, Inc. is the low, responsive and responsible bidder at a total cost of \$173,200; 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 Integral Construction, Inc. for the Prairie Landing Clubhouse Locker Room Renovation Phase I for a total cost not-to-exceed \$190,520, which includes a 10% 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 Integral Construction, Inc. for a total cost not-to-exceed \$190,520 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.

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 17th day of November, 2021.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2021-2478**

**DUPAGE AIRPORT AUTHORITY  
 LOCKER ROOM RENOVATION  
 SOLICITATION NO. 2021-1015**

**STATEMENT OF POLITICAL CONTRIBUTIONS**

Integral Construction Inc.  
 (name of entity or individual)

320 Rocbaar Dr.  
Romeoville, IL 60446

(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."

11/5/2021                                            Principal  
 (date)    (signature)    (title of signer, if a business)

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**MEMORANDUM**

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

**FROM:** Phillip A. Luetkehans

**SUBJECT:** Midwest Industrial Funds, Inc. Fourth Amendment to  
Vacant Land Sales Agreement and Post-Closing Agreement

**DATE:** November 9, 2021

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On January 20, 2021, the DAA entered into a Vacant Land Purchase Agreement (the “Agreement”) with Midwest Industrial Funds, Inc. (“Midwest”) to purchase an approximately 23.75-acre parcel of real property at the southeast corner of Route 38 and Technology Boulevard (the “Subject Property”) in the DuPage Business Center. In prior amendments, the DAA and Midwest extended Midwest’s Inspection Period under the Agreement due to issues regarding electrical availability. Thereafter, Midwest and DAA entered into a Third Amendment to the Agreement (the “Third Amendment”) which dealt with the uncertainty of electrical availability. Under the Third Amendment, \$300,000.00 of the DAA’s sale proceeds (the “Deposit”) was held by the title company after closing in case ComEd was unable to provide electricity in a timely manner.

Since that time, the issue of providing electrical power to the Subject Property has been resolved as ComEd will be bringing a new line to the DuPage Business Center (the “Park”) which will be used to provide power to Midwest and the other projects in the Park (Scannell and Pritzker). Accordingly, there is no longer any need for the Third Amendment or the \$300,000.00 Deposit. Accordingly, the Third Amendment is also being repealed in this Fourth Amendment to Vacant Land Purchase Agreement.

Further, with the final survey being completed, it was determined that the proper amount of useable land on the Subject Property is actually 24.32 acres, not 23.75 acres as previously estimated. Due to the closing having occurrence before the November Board Meeting, Attorney Garner executed the Fourth Amendment using a Power of Attorney. The final purchase price for the Subject Property was \$4,396,423.68.

Against that backdrop, we recommend the Board of Commissioners pass the proposed Resolution attached hereto ratifying the execution of a Fourth Amendment to Vacant Land Purchase Agreement.

**RESOLUTION 2021-2479**

**RATIFYING THE EXECUTION OF A FOURTH AMENDMENT TO VACANT LAND PURCHASE AGREEMENT WITH MIDWEST INDUSTRIAL FUNDS, INC.**

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

**WHEREAS**, on January 20, 2021, the Authority entered into a Vacant Land Purchase Agreement with Midwest Industrial Funds, Inc. (“Midwest”) for the Subject Property (the “Purchase Agreement”); and

**WHEREAS**, the Authority and Midwest previously executed three Amendments to the Purchase Agreement;

**WHEREAS**, on September 15, 2021, the Authority and Midwest executed the Third Amendment to the Purchase Agreement and Post-Closing Agreement which dealt with possible costs of connection to electricity at the Subject Property by requiring that \$300,000.00 of the Authority’s sale proceeds (the “Deposit”) be held by the title company after closing until the availability of electricity to the Subject Property was determined; and

**WHEREAS**, the Authority and Midwest have determined the final calculation of “usable land” under the Purchase Agreement to be 24.32 acres, which calculates to a purchase price of Four Million Three Hundred Ninety-Six Thousand Four Hundred Twenty-Three Dollars and Sixty-Eight Cents (\$4,396,423.68); and

**WHEREAS**, Midwest and Commonwealth Edison have resolved the availability of electricity to the Subject Property, which eliminates the need for the Deposit to be held by the title company; and

**WHEREAS**, the Authority deems it in the best interests of the Authority and the general public to modify the terms of the Purchase Agreement and to enter into the Fourth Amendment to Vacant Land Purchase Agreement (The “Fourth Amendment”) attached hereto as Exhibit A, and;

**WHEREAS**, the closing on the sale of the subject Property has already occurred, and Attorney Bruce E. Garner needed to utilize a Power of Attorney to execute the Fourth Amendment.

**NOW, THEREFORE, BE IT RESOLVED, THAT:** The Board of Commissioners of the DuPage Airport Authority hereby ratifies Attorney Garner execution of the Fourth Amendment to Vacant Land Purchase Agreement attached hereto as Exhibit A and authorizes the Executive Director to take whatever steps necessary to effectuate the terms of the Fourth Amendment to Vacant Land Purchase Agreement on behalf of the Authority.



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

Karyn M. Charvat \_\_\_\_\_  
Juan E. Chavez \_\_\_\_\_  
Stephen L. Davis \_\_\_\_\_  
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  
17th day of November, 2021.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

## FOURTH AMENDMENT TO VACANT LAND PURCHASE AGREEMENT

A. On the 20<sup>th</sup> day of January, 2021, MIDWEST INDUSTRIAL FUNDS, INC. (“Purchaser”), and the DUPAGE AIRPORT AUTHORITY, (“Seller”) entered into that Vacant Land Purchase Agreement (“Original Agreement”, together with all amendments thereto, the “Agreement”) for the sale and purchase of all or part of an approximately 23.75-acre parcel of land owned by Seller (“Property”).

B. On the 27<sup>th</sup> day of May, 2021, Seller and Purchaser entered into the First Amendment to the Agreement (“First Amendment”), which extended Purchaser’s Inspection Period under the Agreement to June 30, 2021.

C. On the 28<sup>th</sup> day of June, 2021, Seller and Purchaser entered into the Second Amendment to the Agreement (“Second Amendment”), which further extended Purchaser’s Inspection Period under the Agreement to September 15, 2021 and revised the Closing Date.

D. On the 15<sup>th</sup> day of September, 2021, Seller and Purchaser entered into the Third Amendment to the Agreement (“Third Amendment”) for the purpose of resolving certain issues pertaining to electrical power being available for Purchaser’s contemplated use at the Property.

E. The parties have been informed that ComEd will no longer be constructing the so-called “DC in the Box” system (as described in the Third Amendment) at the DuPage Business Park, and alternatively, ComEd plans to install an additional electrical line to the DuPage Business Park to provide additional power thereto.

F. As a result of the aforementioned recent information, Seller and Purchaser have determined that Purchaser’s contemplated ESS system (as described in the Third Amendment) is no longer necessary, and therefore the parties hereto have agreed to amend the Agreement to terminate Seller’s post-closing obligation to fund the Deposit at Closing as provided below.

G. Pursuant to Section 2 of the Original Agreement, Seller and Purchaser have agreed that the “new useable land” of the Property is 24.32 acres, and the parties hereto have agreed to amend the Agreement to adjust the Purchase Price as provided below.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions hereinafter contained, Seller and Purchaser hereby agree as follows:

1. Amendments.

(a) Post-Closing Escrow. The Third Amendment is hereby deleted in its entirety. Seller shall no longer have any obligation to fund the Deposit.

(b) Purchase Price. The “Purchase Price” shall be Four Million Three Hundred Ninety-Six Thousand Four Hundred Twenty-Three and 68/100 Dollars (\$4,396,423.68).

2. Terms of Agreement. Capitalized terms used but not defined herein shall have the same meanings ascribed to them in the Agreement.

3. Incorporation of the Agreement; Ratification. Except as otherwise amended hereby or the terms of the First Amendment, Second Amendment, Third Amendment and this Fourth Amendment, the terms, conditions and covenants of the Agreement remain in full force and effect and the parties hereto, by execution of this FOURTH AMENDMENT TO VACANT LAND PURCHASE AGREEMENT, the parties hereto ratify and confirm same.

4. Miscellaneous. The Recitals set forth above are hereby incorporated into this Section as if fully set forth herein. This Fourth Amendment may be executed in duplicate counterparts, each of which shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument. Any facsimile or electronic transmission of original signature versions of this Fourth Amendment shall be considered to have the same legal effect as execution and delivery of the original document and shall be treated in all manner and respects as the original document. The parties also agree to promptly exchange counterparts with original signatures upon request. This Fourth Amendment shall be governed by and constructed and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Time is of the essence for all purposes in this Fourth Amendment.

**IN WITNESS WHEREOF**, as of this 1st day of November, 2021, Seller and Purchaser have executed this FOURTH AMENDMENT TO VACANT LAND PURCHASE AGREEMENT by their duly authorized representatives.

**SELLER:**

**DUPAGE AIRPORT AUTHORITY**, an Illinois Special District

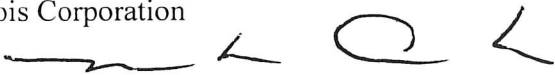
By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**PURCHASER:**

**MIDWEST INDUSTRIAL FUNDS, INC.**, an Illinois Corporation

By:  \_\_\_\_\_

Name: Michael Androwich

Title: Assistant

3. Incorporation of the Agreement; Ratification. Except as otherwise amended hereby or the terms of the First Amendment, Second Amendment, Third Amendment and this Fourth Amendment, the terms, conditions and covenants of the Agreement remain in full force and effect and the parties hereto, by execution of this FOURTH AMENDMENT TO VACANT LAND PURCHASE AGREEMENT, the parties hereto ratify and confirm same.

4. Miscellaneous. The Recitals set forth above are hereby incorporated into this Section as if fully set forth herein. This Fourth Amendment may be executed in duplicate counterparts, each of which shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument. Any facsimile or electronic transmission of original signature versions of this Fourth Amendment shall be considered to have the same legal effect as execution and delivery of the original document and shall be treated in all manner and respects as the original document. The parties also agree to promptly exchange counterparts with original signatures upon request. This Fourth Amendment shall be governed by and constructed and enforced in accordance with the laws of the State of Illinois without regard to conflict of law principles. Time is of the essence for all purposes in this Fourth Amendment.

**IN WITNESS WHEREOF**, as of this 2d day of November, 2021, Seller and Purchaser have executed this FOURTH AMENDMENT TO VACANT LAND PURCHASE AGREEMENT by their duly authorized representatives.

**SELLER:**

**DUPAGE AIRPORT AUTHORITY**, an Illinois Special District

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**PURCHASER:**

**MIDWEST INDUSTRIAL FUNDS, INC.**, an Illinois Corporation

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**RESOLUTION 2021-2480**

**APPROVING THE DEVELOPMENT PLAN FOR  
DISCOVERY DRIVE INVESTORS II, LLC AT 705 DISCOVERY DRIVE**

**WHEREAS**, on August 23, 2021, the DuPage Airport Authority (the “Authority”) sold to Discovery Drive Investors II, LLC. (“Discovery”) 42.273 acres of real property located at 705 Discovery Drive in the DuPage Business Center (the “Subject Property”); and

**WHEREAS**, on September 2, 2021, Discovery submitted to the Authority a Development Plan, portions of which have subsequently been revised (the original submissions and subsequent revisions are collectively referred to herein as the “Development Plan”), for the Subject Property; and

**WHEREAS**, the Development Plan seeks the following deviations from the Minimum Design Standards:

1. requirement of overnight storage of trailers being located in the rear and interior side yards; and
2. requirement of ten-foot-high screening of all loading docks from adjacent roadway and neighboring parcel view at eye level; and

**WHEREAS**, Discovery also seeks to allow vehicle storage in areas other than the rear yard and exceed the Minimum Design Standards proposed guidelines of a maximum of thirty percent (30%) parking in front of the street-facing facades of the proposed buildings; and

**WHEREAS**, the Authority deems it to be in the best interests of the Authority to approve the Development Plan with the above deviations and variations, subject to the approval of the Development Plan by the City of West Chicago and other conditions listed below.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority hereby approves the Development Plan; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority approves vehicle storage in areas other than the rear yard, as well as the exceedance of the guideline of a maximum of thirty percent (30%) parking in front of the street-facing facades of the proposed buildings; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority approves of the proposed deviations from the Minimum Design Standards; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Board of Commissioners of the DuPage Airport Authority’s approval of the Development Plan is subject to the following conditions:

- a. approval of the Development Plan by the City of West Chicago;

- b. written approval by the Authority staff of any signs on the Subject Property, whether ground or wall-mounted - said signs must be in compliance with the Minimum Design Standards and the West Chicago Zoning Ordinance;
- c. no exterior storage of materials, including trash;
- d. written approval by the Authority staff of the screening of any transformers and/or above ground utilities; and
- e. approval by the West Chicago Fire Protection District and compliance with the fire codes applicable to the Subject Property; and

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

Karyn M. Charvat \_\_\_\_\_  
 Juan E. Chavez \_\_\_\_\_  
 Stephen L. Davis \_\_\_\_\_  
 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 17<sup>th</sup> day of November, 2021.

\_\_\_\_\_  
 CHAIRMAN

(ATTEST)

\_\_\_\_\_  
 SECRETARY

**RESOLUTION 2021-2480**

Proposed Resolution 2021-2481 Disclosure of Executive Session Minutes  
Materials provided by Attorney Luetkehans Sent Under Separate Cover

**RESOLUTION 2021-2481**  
**Disclosure of Executive Session Minutes**

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

**WHEREAS**, the Board of Commissioners met in executive session on November 17, 2021 to review the minutes of all previously non-disclosed executive sessions;

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

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

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

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

Karyn M. Charvat \_\_\_\_\_  
Juan E. Chavez \_\_\_\_\_  
Stephen L. Davis \_\_\_\_\_  
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 17th day of November 2021.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2021-2481**



**RESOLUTION 2021-2482**  
**AUTHORIZING THE EXECUTION OF A SETTLEMENT AGREEMENT WITH**  
**TRAVEL EXPRESS AVIATION**

**WHEREAS**, the DuPage Airport Authority, an Illinois Special District (the "Authority"), filed suit to evict Travel Express Aviation, LLC from its hangar for non-payment of rent (the "Litigation");

**WHEREAS**, Travel Express has vacated the hangar, and the parties have reached a settlement agreement regarding the Litigation which will include a written settlement agreement;

**WHEREAS**, the Board of Commissioners finds that it is in the best interest of the Authority to enter into the Settlement Agreement attached hereto as Exhibit A; 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 Settlement Agreement and 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 effect immediately upon its adoption and approval.

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18<sup>th</sup> day of November 2021.

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2021-2482**

**RESOLUTION 2021-2483**  
**AUTHORIZING THE EXECUTION OF A HANGAR AND OFFICE LEASE**  
**AGREEMENT WITH TRAVEL EXPRESS AVIATION**

**WHEREAS**, the DuPage Airport Authority, an Illinois Special District (the "Authority"), owns office and hangar space commonly known as 31W731 North Avenue (the "Property");

**WHEREAS**, the Authority, as Landlord, and Travel Express Aviation, as Tenant, have negotiated a Lease Agreement for the Property; and

**WHEREAS**, the Board of Commissioners finds that it is in the best interest of the Authority to enter into the Lease Agreement, attached hereto as Exhibit A; 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 Lease Agreement and to take whatever steps necessary to effectuate the terms of said Lease Agreement on behalf of the Authority.

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18<sup>th</sup> day of November 2021.

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2021-2483**

**RESOLUTION 2021-2484**  
**AUTHORIZING THE EXECUTION OF A SASO AGREEMENT WITH TRAVEL EXPRESS AVIATION**

**WHEREAS**, the DuPage Airport Authority (the “Authority”), an Illinois Special District, has a request from Travel Express Aviation to conduct multiple SASO operations at DuPage Airport; and

**WHEREAS**, Travel Express Aviation must meet the Minimum Standards as adopted by the Authority for said operations; and

**WHEREAS**, the Board of Commissioners finds that it is in the best interest of the Authority to enter into the SASO Agreement, attached hereto as Exhibit A; 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 SASO Agreement and to take whatever steps necessary to effectuate the terms of said SASO Agreement on behalf of the Authority.

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 17<sup>th</sup> day of November, 2021.

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2021-2484**

**RESOLUTION 2021-2485**  
**APPROVING THE EXECUTION OF A VACANT LAND PURCHASE AGREEMENT**  
**WITH SCANNELL PROPERTIES #559, LLC.**

**WHEREAS**, the DuPage Airport Authority (the “Authority”) owns a certain 18.301 acre parcel of real property (the “Subject Property”) in fee simple interest; and

**WHEREAS**, on October 22, 2021, Scannell Properties #559, LLC (“Scannell”) exercised its option to purchase the Subject Property for the sum of \$3.85 per square foot, pursuant to the previous contract entered into between Scannell and the Authority;

**WHEREAS**, the Authority and Scannell have negotiated the terms of a new Vacant Land Purchase Agreement (the “Purchase Agreement”) attached hereto as Exhibit A, for the sale of 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 with Scannell Properties #559, 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 Scannell Properties #559, 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.

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 17th day of November, 2021.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**RESOLUTION 2021-2485**

**EXHIBIT A**

**VACANT LAND PURCHASE AGREEMENT**

**ORDINANCE 2021-373**

**ORDINANCE PROVIDING FOR THE ACQUISITION THROUGH NEGOTIATION OR CONDEMNATION OF AN AVIGATION EASEMENT AND A RESTRICTIVE COVENANT OVER CERTAIN PROPERTY COMMONLY KNOWN AS 445 KAUTZ ROAD, ST. CHARLES, IL 60174 FOR AIRPORT PURPOSES BY THE DuPAGE AIRPORT AUTHORITY**

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

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

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

**WHEREAS**, the Board of Commissioners of the Authority, find that the avigation easement and restrictive covenant over the real estate described in the attached Exhibit “A” (the “Subject Property”) should be acquired and is necessary and desirable for the purposes as hereinabove set forth. Copies of the avigation easement and restrictive covenant sought are attached hereto as Exhibit “B” and Exhibit “C” respectively; and

**WHEREAS**, in accordance with the property ownership disclosure requirement imposed on units of local government as set forth in 50 ILCS 105/3.1, the Authority has obtained a title commitment identifying the record title holder of the Subject Property to be Lechler, Inc., a copy of said title commitments being attached hereto and incorporated herein as Exhibit “D”; and

**WHEREAS**, on the 28<sup>th</sup> day of June, 2021, Ordinance No. 2021-360 was adopted by the Authority’s Board of Commissioners providing for negotiation for the acquisition of the avigation easement and restrictive covenant over the Subject Property; and

**WHEREAS**, the Authority has attempted to negotiate the purchase of an avigation easement and a restrictive covenant over the Subject Property but has been unable to agree with the owners of the Subject Property regarding just compensation.

**NOW, THEREFORE,** be it ordained by the Board of Commissioners of the DuPage Airport Authority as follows:

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

**SECTION TWO:** That it is necessary and desirable that an avigation easement and restrictive covenant over the Subject Property be acquired by the Authority for one or more of the purposes set forth.

**SECTION THREE:** That the Executive Director, his staff and the Authority’s attorneys be, and hereby are, authorized and directed to take the necessary steps, either by negotiation or condemnation, to acquire the avigation easement and restrictive covenant over the Subject Property in the forms attached hereto as Exhibits B and C.

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

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

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

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

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

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 17<sup>th</sup> day of November, 2021.

\_\_\_\_\_  
CHAIRMAN

(ATTEST)

\_\_\_\_\_  
SECRETARY

**ORDINANCE 2021-373**

**EXHIBIT A**  
**LEGAL DESCRIPTION**