

**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.



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