

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET, AND AUDIT COMMITTEE
SPECIAL MEETING
WEDNESDAY, NOVEMBER 1, 2022**

A Special 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 Tuesday, November 1, 2022. Committee Chairman Ledonne called the meeting to order at 9:03 a.m. A quorum was present for the committee meeting.

Commissioners Present: Davis, Getz, Ledonne, Ligino-Kubinski, Wagner
Commissioners Absent: Giunti

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; Rebecca Taylor, Senior Account; Brian DeCoudres, DuPage Flight Center General Manager; Kristine Klotz, Executive Assistant and Board Liaison.

Others: None

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

Committee Chairman Ledonne asked everyone in attendance to introduce themselves to the new Commissioners to ensure that newly appointed Board members were familiar with senior staff. Committee Chairman Ledonne went on to say that current inflation pressure is the reason for rising costs and commends staff for ensuring a functional budget. Committee Chairman Ledonne commended staff for working so vigilantly on this budget that will protect the taxpayer's assets.

Executive Director Doles expressed the extensive work that was compiled by the entire staff to present this budget. The process starts in June with the involvement of every department head. Executive Director Doles explained the process after the budget is presented to the full Board of Commissioners. Mr. Doles stated that this is a real and attainable budget, warning that additional restrictions and shutdowns could affect the budget. Executive Director Doles began the discussion of the Preliminary 2023 Operating and Capital Plan.

Operating Revenues and Expenses:

Additional staffing in the following departments will increase by one headcount: Administration IT, Golf Operations, and Front Desk Concierge. The property Tax levy is currently \$5.9M and does not include a tax abatement. Operating Revenues for 2023 are anticipated for a possible surplus. Executive Director Doles explained the property tax levy, and various funding accounts. Currently, property tax money is solely used for Capital Investment in the airport, safety, and security expenses. Net income before depreciation is anticipated approximately \$19.5M. Discussion followed.

Airport Operations:

Executive Director Doles informed the committee of the use of \$500,000 property tax levy fund will be utilized to offset the costs of aircraft rescue and firefighting expenses as well as tower staffing. Additionally, there is an increase of 4.5% - 6.5% budgeted for the month-to-month hangar rentals. Additional funds will be added to the Property and Causality Insurance due to the increase in the renewal pricing recently received.

Flight Center Operations:

Executive Director Doles informed the Committee members volumes are planned to be budgeted more than FY'22. Traveling increased dramatically in FY'22, with the Flight Center projecting to sell 2.9M gallons of fuel by end of FY'22. Mr. Doles stated that the total cost of fuel is budgeted up 7% from the actual inflated costs in 2022. Budget-to-budget sales of Jet-A increased by 9.3% and 100LL by 3.5% respectively. Total cost for Jet-A increased by 62%, and 23.6% 100LL in 2022. In comparison, Jet-A increased 149%, while 100LL increased 70% from 2021. Sales prices in Chicagoland are very competitive with multiple options in the area.

Prairie Landing Operations:

Executive Director Doles stated the golf rounds for the current year are expected to be between 24,500 and 26,000 rounds, due to the bad spring weather and people returning to the office. FY'23 25,000 rounds of golf are budgeted. Prairie Landing has 10 weddings booked for FY'23. Patrick Hoard discussed the outing process and banquets planned for FY'23. Also, the new systems have been implemented to control costs and waste, additional customer engagement, and outreach in the local community. Discussion followed.

Capital:

Executive Director Doles stated that the Capital plan totals \$35.5M which includes \$22.3M in carryover from FY'22 and grant funding of \$4.7M. Mr. Doles explained in length the projects and funding that are planned. Discussion followed.

Major Maintenance:

This budget includes \$906K to protect and upgrade the Airport, Flight Center, and Prairie Landing. These major maintenance project includes retaining wall repairs, Airfield pavement marking, demolition of obsolete buildings, stormwater drainage, and pond maintenance. Discussion Followed.

After a lengthy discussion Executive Director Doles advised that staff will make any necessary adjustments to the Tentative Budget. The Finance Committee will have the ability to review the

changes at the Finance Committee Meeting before it is presented to the full Board in November. There were no additional questions for the committee members.

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 Davis and was passed unanimously by voice vote. The meeting adjourned at 10:14 a.m.

A handwritten signature in black ink, appearing to read "Michael V. Ledonne", is written over a horizontal line.

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