



**BOARD OF COMMISSIONERS
REGULAR MEETING
WEDNESDAY, NOVEMBER 16, 2022; 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**

	<i>TAB #1</i>	<i>PAGE # 1</i>
September 21, 2022	Golf Committee Meeting	
September 21, 2022	Finance, Budget, and Audit Committee Meeting	
September 21, 2022	Capital Development, Leasing, and Customer Fees Committee Meeting	
September 21, 2022	Regular Board Meeting	
November 1, 2022	Special Finance, Budget, and Audit Committee Meeting	
- 5. DIRECTOR'S REPORT**

	<i>TAB # 2</i>	<i>PAGE # 25</i>
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- 6. REVIEW OF FINANCIAL STATEMENTS**

	<i>TAB # 3</i>	<i>PAGE # 35</i>
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- 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 2023 Board and Committee Meeting Calendar.**
TAB# 4 PAGE# 49

- b. **Proposed Ordinance 2022-377; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year beginning January 1, 2023 and Ending December 31, 2023.**
FINANCE TAB# 5 PAGE# 51

- c. **Proposed Ordinance 2022-378; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2023 and Ending December 31, 2023.**
FINANCE TAB#6 PAGE# 147

- d. **Proposed Ordinance 2022-379; An Ordinance Amending the DuPage Airport Authority Employee Handbook.**
POLICY TAB#7 PAGE# 155

- e. **Proposed Ordinance 2022-380; An Ordinance of the DuPage Airport Authority Amending Fees for Outdoor and Indoor Aircraft Parking.**
CAPITAL TAB# 8 PAGE# 159

- f. **Proposed Resolution 2022-2549; Award of Contract to Foundation Mechanics LLC for Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control.**
Approves a contract for bridge abutment stabilization and erosion control at the Prairie Landing Golf Course for a total cost not-to-exceed \$201,228.50, which includes a 10% owner's contingency.
GOLF TAB# 9 PAGE# 176

- g. **Proposed Resolution 2022-2550; Authorizing the Execution of Construction Phase Task Order No. 7 with Crawford, Murphy & Tilly, Inc. for the Project: Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control.**
Approves construction administration and quality control services for the Prairie Landing Bridge Abutment Stabilization and Erosion Control Project for a total not-to-exceed amount of \$39,150.
GOLF TAB# 10 PAGE# 180

- h. Proposed Resolution 2022-2551; Award of Contract to Pandecon, Inc. for Prairie Landing Golf Club Men’s Locker Room Renovation.**
Approves a contract for renovations to the men’s locker room at the Prairie Landing Clubhouse for a total cost not-to-exceed \$163,201.50, which includes a 10% owner’s contingency.
GOLF **TAB# 11** **PAGE# 183**
- i. Proposed Resolution 2022-2552; Award of Contract to Red Feather Group for Prairie Landing Golf Club Kitchen Epoxy Floors.**
Approves a contract for the installation of epoxy floors in the grill room and banquet kitchens at the Prairie Landing Clubhouse for a total cost not-to-exceed \$113,602.50, which includes a 10% owner’s contingency.
GOLF **TAB# 12** **PAGE# 187**
- j. Proposed Resolution 2022-2553; Award of Contract to CDW Government LLC for the Procurement of IT VLAN Switching Hardware.**
Approves a contract to procure virtual local area network switching hardware for a total cost of \$57,128.61 F.O.B. DuPage Airport.
FINANCE **TAB# 13** **PAGE# 191**
- k. Proposed Resolution 2022-2554; Award of an Elevator Maintenance Contract to Otis Elevator Company.**
Approves a one (1) year elevator maintenance contract, subject to two (2) one (1) year extensions at the sole discretion of the Authority. Annual year 1 cost of \$19,200, year 2 cost of \$19,776 and year 3 cost of \$20,369.28.
FINANCE **TAB# 14** **PAGE# 195**
- l. Proposed Resolution 2022-2555; Award of Contract to Correct Electric, Inc. for Electrical Panel Replacement at Hangars E8 and E9.**
Approves a contract to install electrical panels in Hangars E8 and E9 for a total cost not-to-exceed \$45,585.10, which includes a 10% owner’s contingency.
CAPITAL **TAB# 15** **PAGE# 202**
- m. Proposed Resolution 2022-2556; Award of Contract to State Mechanical Services LLC for HVAC RTU and AHU Equipment Replacement.**
Approves a contract to replace HVAC equipment including one (1) rooftop unit at the Old Administration Building and one (1) air handling unit at the 3N060 Powis Road Hangar for a total cost not-to-exceed \$31,891.20, which includes a 10% owner’s contingency.
CAPITAL **TAB# 16** **PAGE#206**

- n. **Proposed Resolution 2022-2557; Authorizing the Execution of a Planning and Design Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the State Capital Improvement Program Project Known as: Airport Perimeter Road Resurfacing – W. Tower Road and DuPage Drive.**

Approves planning and design phase engineering for W. Tower Road and DuPage Drive resurfacing for a total not-to-exceed amount of \$52,000, subject to 90% State reimbursement from the Rebuild Illinois Capital Investment Program.

CAPITAL **TAB# 17** **PAGE# 210**

- o. **Proposed Resolution 2022-2558; Ratifying the Execution of the First Amendment to Vacant Land Purchase Agreement and Approving the Execution of the Second Amendment to Vacant Land Purchase Agreement with BI Developer LLC.**

CAPITAL **TAB# 18** **PAGE# 213**

- p. **Proposed Resolution 2022-2559; Authorizing the Execution of a Non-Exclusive Drainage Easement Agreement with GSI Family Investments of Arizona, LLC**

TAB# 19 **PAGE# 218**

- 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**

OTHER BUSINESS

- q. Discussion and Possible Action of Providing a Merit Increase to the Executive Director.**

TAB# 20 PAGE# 219

- r. Proposed Resolution 2022-2560; 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# 21 PAGE# 220

- s. Proposed Resolution 2022-2561; Authorizing the Execution of the Fourth Extension to Exclusive Listing Agreement with NAI Hiffman for DuPage Business Center Real Estate Brokerage Services.**

TAB# 22 PAGE# 221

- t. Proposed Resolution 2022-2562; Authorizing the Execution of a Fourth Amendment to the Vacant Land Purchase Agreement with Patriot Development LLC**

TAB# 23 PAGE# 225

11. ADJOURNMENT

**DuPAGE AIRPORT AUTHORITY
GOLF COMMITTEE
WEDNESDAY, SEPTEMBER 21, 2022**

A meeting of the Golf 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 21, 2022. Committee Chairman Wagner was absent from the meeting, and Acting Committee Chairman LaMantia called the meeting to order at 1:30 p.m. A quorum was present for the committee meeting.

Commissioners Present: Charvat, Giunti, LaMantia, Ledonne, Liginio-Kubinski

Commissioners Absent: Wagner

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

Proposed Resolution 2022-2528; Authorizing the Execution of a Professional Services Agreement with Erik Christiansen Design Group, Ltd. for Golf Course Irrigation System Design

Authorizes the design of a new irrigation system for the Prairie Landing Golf Course for a fee not-to-exceed \$19,750.

Executive Director Doles read into record Proposed Resolution 2022-2528. A **MOTION** was made by Commissioner Giunti to recommend Board approval for Proposed Resolution 2022-2528; Authorizing the Execution of a Professional Services Agreement with Erik Christiansen Design Group, Ltd. for Golf Course Irrigation System Design. The **motion was seconded** by Commissioner Charvat. Executive Director Doles the 2022 Capital budget includes funding for the design and plans for replacing the original irrigation system which is deteriorating and having system failures. Mr. Doles informed the committee members of the anticipated construction date. An evaluation panel of staff from Prairie Landing and DuPage Airport Authority was created to evaluate the proposals that were received on August 19, 2022. Mr. Doles explained the scope of the design phase to the committee members. There was no further discussion, and the motion was unanimously passed by a roll call vote (4-0).

Proposed Resolution 2022-2529; Award of Contract to Safe-Way Tuckpointing Company for Masonry Repairs at the Prairie Landing Clubhouse.

Approves a contract for masonry repairs and stairway improvements at the Prairie Landing Clubhouse for a total cost not-to-exceed \$41,248.90, which includes a 10% owner's contingency.

Executive Director Doles Read into record Proposed Resolution 2022-2529. A **MOTION** was made by Commissioner Ligino-Kubinski to recommend Board approval for Proposed Resolution 2022-2529; Award of Contract to Safe-Way Tuckpointing Company for Masonry Repairs at the Prairie Landing Clubhouse. The **motion was seconded** by Commissioner Giunti. Executive Director Doles explained the location of the masonry mortar joints at the Prairie Landing Golf Club's Halfway House and kitchen loading areas. Mr. Doles relayed that six sealed bids were received. Acting Committee Chairman LaMantia commented on the huge disparity in total construction costs. Executive Director Doles stated that staff and Wight & Company reviewed the bid submitted by Safe-Way Tuckpointing and confirmed full compliance with the project specifications. Discussion followed and the motion was passed by a roll call vote (4-0).

Proposed Resolution 2022-2530; Authorizing the Execution of Design Phase Task Order No. 6 with Crawford, Murphy & Tilly, Inc. for the Project: Bridge Repairs at the Prairie Landing Golf Course.

Authorizes consulting and design phase bridging document preparation for bridge repairs at the Prairie Landing Golf Course for a total not-to-exceed amount of \$39,900.

Executive Director Doles read into record Proposed Resolution 2022-2530. A **MOTION** was made by Commissioner Charvat to recommend Board approval for Proposed Resolution 2022-2530; Authorizing the Execution of Design Phase Task Order No. 6 with Crawford, Murphy & Tilly, Inc. for the Project: Bridge Repairs at the Prairie Landing Golf Course. The **motion was seconded** by Commissioner Giunti. Executive Director Doles notified the committee that a majority of the bridges and cart paths are original. Years of rain and water have caused erosion of the soil banks and failure of the bulkheads. This is the design phase of the project. There was no further discussion and the motion passed by a roll call vote (4-0).

Acting Committee Chairman LaMantia informed the new commissioner of the vitality of Prairie Landing to the entire organization. She went on to say that Prairie Landing was designed originally for drainage and is self-sustainable.

OTHER BUSINESS

None

Commissioner Charvat made a **MOTION** to adjourn the Golf Committee Meeting; the **motion was seconded** by Commissioner Giunti and was passed by a unanimous voice vote. The committee meeting was adjourned at 1:48 p.m.

**Daniel J. Wagner, Chairman
Golf Committee**

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET, AND AUDIT COMMITTEE
WEDNESDAY, SEPTEMBER 21, 2022**

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 21, 2022. Committee Chairman Ledonne called the meeting to order at 2:00 p.m. A quorum was present for the committee meeting.

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

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: Dan Pape, CMT

OLD BUSINESS

None

NEW BUSINESS

Proposed Resolution 2022-2531; Approving the Use of Sikich LLP as Outside Auditors for the Year 2023.

Approves utilizing Sikich LLP as outside auditors in 2023 for the annual audit of the DuPage Airport Authority for the fiscal year 2022 for the all-inclusive maximum fee of \$32,000.

Committee Chairman Ledonne read into record Proposed Resolution 2022-2531. A **MOTION** was made by Commissioner Davis to recommend Board approval for Proposed Resolution 2022-2531; Approving the Use of Sikich LLP as Outside Auditors for the Year 2023. The **motion was seconded** by Commissioner Giunti. Executive Director Doles advised the committee of the Request for Proposal (RFP) that was advertised in the Daily Herald newspaper. Staff received three RFPs from the following firms: Baker Tilly Virchow Kraus, LLP; Lauterbach and Amen, LLP; and Sikich LLP. An evaluation panel was established for review and concluded that Sikich LLP should continue the financial auditing services. There was no further discussion and the motion passed unanimously by roll call vote (3-0).

Proposed Resolution 2022-2532; Authorizing the Execution of a Banking Services Agreement with St. Charles Bank & Trust Company, N.A.

Approves entering into a Banking Services Agreement for a three (3) year term, subject to a two (2) year extension at the sole discretion of the DuPage Airport Authority.

Committee Chairman Ledonne read into record Proposed Resolution 2022-2532. A **MOTION** was made by Commissioner Davis to recommend Board approval for Proposed Resolution 2022-2532; Authorizing the Execution of a Banking Services Agreement with St. Charles Bank & Trust Company, N.A. The **motion was seconded** by Commissioner Giunti. Executive Director Doles stated that the current banking service agreement with 5/3rd bank is expiring. An RFP is generated every five years for financial services. Patrick Hoard explained the FDIC insurance coverage and noted St. Charles Bank & Trust is following the DuPage Airport Authority's collateral agreement. Mr. Hoard went on to state that additional monies would be allowed to be invested into money market accounts which would gain additional interest per year. Upon evaluation, it was determined that St. Charles Bank & Trust Company, N.A. was the best and most advantageous institution to provide banking services to the Authority. There was no further discussion and the motion passed unanimously by roll call vote (3-0).

Proposed Resolution 2022-2533; Authorizing the Execution of a Professional Services Agreement with Roger C. Marquardt & Company, Inc. for Lobbyist Services

Approves the execution of a Professional Services Agreement for Lobbyist Services for a one (1) year term for an annual fee not-to-exceed \$48,000 subject to two (2) one (1) year extensions at the sole discretion of the DuPage Airport Authority.

Committee Chairman Ledonne read into record Proposed Resolution 2022-2533. A **MOTION** was made by Commissioner Davis to recommend Board approval for Proposed Resolution 2022-2533; Authorizing the Execution of a Professional Services Agreement with Roger C. Marquardt & Company, Inc. for Lobbyist Services. The **motion was seconded** by Commissioner Giunti. Executive Director Doles informed the committee members that two proposals were received, one from Roger C. Marquardt & Company, Inc; and the other Mac Strategies Group, Inc. Mr. Doles stated that the lobbyist assists the Executive Director and Board of Commissioners in finding opportunities for grant funding within the State of Illinois, review legislative policies, and programs, track legislation, along with testifying as necessary on the Authority's behalf. This fixed annual retainer for lobby services is a one-year agreement with two, one-year extensions. Upon evaluation, it was determined that Roger C. Marquardt & Company, Inc. was the best and most advantageous firm to provide lobbyist services to the Authority. There was no further discussion and the motion passed by a roll call vote of (2-0). Commissioner Giunti Abstained.

Proposed Resolution 2022-2534; Award of a Master Agreement to Volt Electric, Inc. for On-Call Electrical Repair Services.

Approves a Master Agreement to provide on-call electrical repair services for a two (2) year term for a not-to-exceed annual cost of \$25,000 and \$5,000 per project.

Committee Chairman Ledonne read into record Proposed Resolution 2022-2534. A **MOTION** was made by Commissioner Davis to recommend Board approval for Proposed Resolution 2022-2534; Award of a Master Agreement to Volt Electric, Inc. for On-Call Electrical Repair Services. The **motion was seconded** by Commissioner Giunti. Executive Director Doles stated that this Master Agreement is for an on-call licensed electrical contractor to perform repairs that would exceed the ability of the Building Maintenance Department. Executive Director Doles went on to state the Master Agreement contains a not-to-exceed \$25,000 annually or \$5,000 per project. Mr. Doles informed the committee that the current On-Call Agreement expires on October 1, 2022. The two sealed bids were opened on July 6, 2022, from Volt Electric, Inc., and Connelly Electric. Bid tabulations were reviewed. There was no further discussion and the passed by roll call vote (2-0). Commissioner Giunti Abstained.

Proposed Resolution 2022-2535; Award of a Master Agreement to DuPage Overhead Garage Door, Inc. for On-Call Commercial Sectional Garage Door and Gate Repair Services.

Approves a Master Agreement to provide on-call commercial sectional garage door and gate repair services for a two (2) year term for a not-to-exceed annual cost of \$25,000 and \$5,000 per project.

Committee Chairman Ledonne read into record Proposed Resolution 2022-2535. A **MOTION** was made by Commissioner Davis to recommend Board approval for Proposed Resolution 2022-2535; Award of a Master Agreement to DuPage Overhead Garage Door, Inc. for On-Call Commercial Sectional Garage Door and Gate Repair Services. The **motion was seconded** by Commissioner Giunti. Executive Director Doles stated that per the Authority's Procurement Code Section 6-23 allows the DuPage Airport Authority to enter into a Master Agreement of this type for no longer than a two-year period. There is currently no Master Agreement for On-Call Commercial Sectional Garage Door and Gate Repair Services. Two bids were received, one from DuPage Overhead Door, and another from Builders Chicago Corp. This Master Agreement contains a not-to-exceed \$25,000 annually or \$5,000 per project. Bid tabulations were reviewed. There was no further discussion and the motion passed unanimously by roll call vote (3-0).

Proposed Resolution 2022-2536; Award of a Master Agreement to K.C.W. Environmental Conditioning, Inc. for On-Call HVAC Repair Services.

Approves a Master Agreement for On-Call HVAC Repair Services for a two (2) year term for a not-to-exceed annual cost of \$25,000 and \$5,000 per project.

Committee Chairman Ledonne read into record Proposed Resolution 2022-2536. A **MOTION** was made by Commissioner Davis to recommend Board approval for Proposed Resolution 2022-2536; Award of a Master Agreement to K.C.W. Environmental Conditioning, Inc. for On-Call HVAC Repair Services. The **motion was seconded** by Commissioner Giunti. Executive Director Doles reported that On-Call HVAC Services were solicited in the Daily Herald Newspaper on June 13, 2022, and three sealed bids were received and opened on July 6, 2022. This Master Agreement contains a not-to-exceed \$25,000 annually or \$5,000 per project. Bid tabulations were reviewed. There was no further discussion and the motion passed unanimously by roll call vote (3-0).

Proposed Resolution 2022-2537; Award of a Master Agreement to Combined Roofing Services, LLC for On-Call Roof Repair Services.

Approves a Master Agreement for On-Call Roof Repair Services for a two (2) year term for a not-to-exceed annual cost of \$25,000 and \$5,000 per project.

Committee Chairman Ledonne read into record Proposed Resolution 2022-2537. A **MOTION** was made by Commissioner Davis to recommend Board approval for Proposed Resolution 2022-2537; Award of a Master Agreement to Combined Roofing Services, LLC for On-Call Roof Repair Services. The motion was seconded by Commissioner Giunti. Executive Director Doles stated that the Airport Authority's Building Maintenance Department will utilize commercial roofing contractor services throughout the year for maintenance and repair to roofs as needed on the Airport. Five sealed bids were received from the following: Seal Tight Exteriors, All American Exterior, Tori Construction, Riddiford Roofing, and Combined Roofing. This Master Agreement contains a not-to-exceed \$25,000 annually or \$5,000 per project. Bid tabulations were reviewed. There was no further discussion and the motion passed unanimously by roll call vote (3-0).

Proposed Resolution 2022-2538; Award of Contract to Flood Brothers Disposal Company for Garbage Disposal Services.

Approves a contract for garbage disposal services for an annual cost of \$9,085 for a one (1) year term subject to two (2) one-year extensions at the sole discretion of the DuPage Airport Authority.

Committee Chairman Ledonne read into record Proposed Resolution 2022-2538. A **MOTION** was made by Commissioner Davis to recommend Board approval for Proposed Resolution 2022-2538; Award of Contract to Flood Brothers Disposal Company for Garbage Disposal Services. The motion was seconded by Commissioner Giunti. Executive Director Doles explained the current contract consists of 16 Airport garbage pickup locations and two locations at Prairie Landing Golf Club. Dan Barna explained to the committee that the Airport Maintenance Department will utilize roll-off boxes for landscaping and other projects at the Airport. He went

on to say that four sealed bids were received. Flood Brothers Disposal Company has provided quality service to the DuPage Airport Authority. This contract has a one-year term with two, one-year extensions. Bid tabulations were reviewed. Discussion followed and the motion passed by roll call vote (3-0).

Proposed Resolution 2022-2539; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Material.

Approves a contract for the procurement for the 2022/2023 winter season of up to 8,800 gallons of potassium acetate for an amount not-to-exceed \$56,848.

Committee Chairman Ledonne read into record Proposed Resolution 2022-2539. A **MOTION** was made by Commissioner Davis to recommend Board approval for Proposed Resolution 2022-2539; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Material. The motion was seconded by Commissioner Giunti. Executive Director Doles explained this product will be purchased on as-needed basis for runway de-icing and anti-icing application for the winter season. Bid tabulations were reviewed. There was no further discussion and the motion passed unanimously by roll call vote (3-0).

Proposed Resolution 2022-2540; Award of Contract to Pelican Chemicals, Inc. for the Procurement of Sodium Formate Runway Deicing Material.

Approves a contract for the procurement for the 2022/2023 winter season of up to 16 tons of sodium formate for an amount not-to-exceed \$27,480.

Committee Chairman Ledonne read into record Proposed Resolution 2022-2540. A **MOTION** was made by Commissioner Davis to recommend Board approval Proposed Resolution 2022-2540; Award of Contract to Pelican Chemicals, Inc. for the Procurement of Sodium Formate Runway Deicing Material. The motion was seconded by commissioner Giunti. Committee Chairman Ledonne questioned if/when an airport closure occurred. Mr. Doles stated that DuPage Airport has not closed due to weather in 30 years. Surrounding airports have had issues remaining open due to inclement weather. Bid tabulations were reviewed. There was no further discussion and the motion passed unanimously by roll call vote (3-0).

Committee Chairman Ledonne concluded by scheduling the Special Finance Committee Meeting to review the Fiscal Year 2023 Preliminary Operating and Capital Plan.

A **MOTION** was made by Commissioner Davis to adjourn the Finance, Budget, and Audit Committee; the **motion was seconded** by Commissioner Giunti and was passed unanimously by voice vote. The meeting adjourned at 2:28 p.m.

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

**DuPAGE AIRPORT AUTHORITY
CAPITAL DEVELOPMENT, LEASING, AND CUSTOMER FEES COMMITTEE
WEDNESDAY, SEPTEMBER 21, 2022**

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 21, 2022. Committee Chairman Wagner was absent from the meeting, Acting Committee Chairman Ledonne called the meeting to order at 2:30 p.m. A quorum was present for the committee meeting.

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

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; Phil Luetkhans, of Luetkhans, Brady, Garner and Armstrong LLC.

Others: Dan Pape, CMT; Mark Moran, NAI Hiffman

OLD BUSINESS

None

NEW BUSINESS

Proposed Resolution 2022-2541; Award of Contract to Cyril Regan Heating, Inc. for the Installation of Infra-red Heating Systems.

Approves a contract for the installation of new heating systems in multiple hangars for a total cost not-to-exceed \$288,767.60, which includes a 10% owner's contingency.

Acting Committee Chairman Ledonne read into record Proposed Resolution 2022-2541. A **MOTION** was made by Commissioner Chavez to recommend Board approval for Proposed Resolution 2022-2541; Award of Contract to Cyril Regan Heating, Inc. for the Installation of Infra-red Heating Systems. The **motion was seconded** by Commissioner Davis. Executive Director Doles stated that this 2022 Capital project is to install a new gas-fired infra-red heating system in Echo 1, Echo 2, and Echo 19. The heaters that are currently in the hangars are at the end of their useful life and original. A mandatory pre-bid meeting was held on August 16, 2022. Staff utilized Wight & Company to develop plans for the project. Five sealed bids were received and reviewed. There was no further discussion, and the motion passed by roll call vote (4-0).

Proposed Resolution 2022-2542; Award of Contract to Futurity 19, Inc. for Exterior Hangar Repairs, Restaining and Recaulking.

Approves a contract for exterior hangar repairs at multiple hangars for a total cost not-to-exceed \$542,025, which includes a 10% owner's contingency.

Acting Committee Chairman Ledonne read into record Proposed Resolution 2022-2542. A **MOTION** was made by Commissioner Chavez to recommend Board approval of Proposed Resolution 2022-2542; Award of Contract to Futurity 19, Inc. for Exterior Hangar Repairs, Restaining and Recaulking. The **motion was seconded** by Commissioner Davis. Executive Director Doles stated that at the North High Tail hangar repairs are needed in the exterior precast walls, repainting of all exterior precast walls, and repair/replacement of existing gutters and downspouts. Mr. Doles elaborated on the work at the corporate hangar. Staff worked with Wight & Company to create plans and specifications for this project. Staff received and reviewed two bids, one from Futurity 19, Inc. and the other from Mertes Contracting Corp. There was no further discussion, and the motion passed by roll call vote (4-0).

Proposed Resolution 2022-2543; Award of Contract to AMS Industries, Inc. for Building Automation System Upgrades at the DuPage Flight Center.

Approves a contract for building automation system upgrades in the DuPage Flight Center for a total cost not-to-exceed \$79,200, which includes a 10% owner's contingency.

Acting Committee Chairman Ledonne read into record Proposed Resolution 2022-2543. A **MOTION** was made by Commissioner Chavez to recommend Board approval of Proposed Resolution 2022-2543; Award of Contract to AMS Industries, Inc. for Building Automation System Upgrades at the DuPage Flight Center. The **motion was seconded** by Commissioner Davis. Executive Director Doles informed the Commissioners of the age of the current system, and that the system is at the end of its useful service life. The upgrades included are the Building Automation System owner workstation, Java Application control engine, upgrading controls for 26 variable air volume boxes, lighting controller upgrades, and the addition of new controls in the lower level. Staff utilized Wight & Company for the design and construction phase of the project. Staff received and reviewed three bids. There was no further discussion, and the motion passed by roll call vote (4-0).

Proposed Resolution 2022-2544; Award of Contract to Martam Construction, Inc. for Airfield Pavement Repairs.

Approves a contract for airfield pavement repairs for a total cost not-to-exceed \$410,833.50, which includes a 10% owner's contingency.

Acting Committee Chairman Ledonne read into record Proposed Resolution 2022-2544. A **MOTION** was made by Commissioner Chavez to amend and recommend for Board approval Proposed Resolution 2022-2544; Award of Contract to Martam Construction, Inc. for Airfield Pavement Repairs. The **motion was seconded** by Commissioner Davis. Executive Director Doles stated that staff utilized CMT to develop plans and specifications for the removal and replacement of several airfield concrete pavement panels, drainage structures, and hangar apron areas. Mr. Doles stated that this project will also include areas where concrete will be repaired

located at Runway 2L/20R, three taxiways, and pavement at Echo 17. There was only one bid received. Discussion followed. The motion was passed by roll call vote of (4-0).

Proposed Resolution 2022-2545; Authorizing the Execution of Construction Phase Task Order No. 5 with Crawford, Murphy & Tilly, Inc. for the Project: Airfield Pavement Repairs.

Approves Construction Phase Task Order for airfield pavement repairs for a total cost not-to-exceed of \$43,560.

Acting Committee Chairman Ledonne read into record Proposed Resolution 2022-2545. A **MOTION** was made by Commissioner Chavez to recommend Board approval Proposed Resolution 2022-2545; Authorizing the Execution of Construction Phase Task Order No. 5 with Crawford, Murphy & Tilly, Inc. for the Project: Airfield Pavement Repairs. The **motion was seconded** by Commissioner Davis. Executive Director Doles reviewed the scope of services that CMT would be providing construction observation services during the Airfield Pavement Repairs project. CMT is anticipating a total of 42 calendar days in observation, and the contract has a not-to-exceed amount of \$43,560. There was no further discussion and the motion passed by roll call vote (4-0).

Proposed Resolution 2022-2546; Authorizing the Execution of a Non-Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to provide Airport Traffic Control Services at the DuPage Air Traffic Control Tower.

Approves a reimbursable agreement to provide overnight staffing of the Air Traffic Control Tower for the period of 10:00P to 6:00A from October 1, 2022 through September 30, 2023 for a total cost to the DuPage Airport Authority of \$580,325.

Acting Committee Chairman Ledonne read into record Proposed Resolution 2022-2546. A **MOTION** was made by Commissioner Chavez to recommend Board approval Proposed Resolution 2022-2546; Authorizing the Execution of a Non-Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to provide Airport Traffic Control Services at the DuPage Air Traffic Control Tower. The **motion was seconded** by Commissioner Davis. Executive Director Doles informed the committee members of the Federal Aviation Administration (FAA) requirements on average nightly operations to receive Federal funding for nightly control tower staff. Mr. Doles went on to say that in 2011 the FAA changed the staffing requirements for overnight shifts, resulting in doubling the costs to control towered facilities. Mr. Doles worked with the FAA to secure a 12.8% reduction in total cost for tower staffing. Discussion Followed. The motion passed by roll call vote (4-0).

Proposed Resolution 2022-2547; Ratifying the Execution of GSA Lease No. GS-05P-LIL00943 with the Government of the United States of America for Hangar and Office Space.

Ratifies the actions of the Executive Director for the execution of a hangar and office space lease with the Federal Government for a ten (10) year term, five (5) years firm, with total possible lease revenue of \$802,260.20

Acting Committee Chairman Ledonne read into record Proposed Resolution 2022-2547. A MOTION was made by Commissioner Chavez to recommend Board approval Proposed Resolution 2022-2547; Ratifying the Execution of GSA Lease No. GS-05P-LIL00943 with the Government of the United States of America for Hangar and Office Space. The **motion was seconded** by Commissioner Davis. Executive Director Doles explained the terms of the previous agreement with the Government of the United States of America for hangar and office space. Mr. Doles stated the new terms of the lease agreement and the fee schedule for the next 10 years. Discussion followed, and the motion passed by roll call vote (4-0).

Proposed Ordinance 2022-376; An Ordinance Providing for the Revision of a Fee to Users in relation to the use of U.S. Customs Service at DuPage Airport.

Approves an Ordinance revising the fees associated with the use of User-Fee U.S. Customs Service at DuPage Airport effective December 1, 2022.

Acting Chairman Ledonne read into record Proposed Ordinance 2022-376. A MOTION was made by Commissioner Chavez to recommend Board approval Proposed Ordinance 2022-376; An Ordinance Providing for the Revision of a Fee to Users in relation to the use of U.S. Customs Service at DuPage Airport. The **motion was seconded** by Commissioner Davis. Executive Director Doles explained that since 1997 DuPage Airport has provided User-Fee U.S. Customs. The current fee structure had a revision in 2016, and fees are far less than surrounding airports. Discussion followed, and the motion passed by roll call vote (4-0).

OTHER BUSINESS

None

Commissioner Chavez made a MOTION to adjourn the Capital Development, Leasing, and Customer Fees Committee Meeting; the **motion was seconded** by Commissioner Davis and was passed by a unanimous voice vote. The committee meeting was adjourned at 2:57 p.m.

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

**DuPAGE AIRPORT AUTHORITY
REGULAR BOARD MEETING
WEDNESDAY, SEPTEMBER 21, 2022**

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 21, 2022. Chairman Getz called the meeting to order at 3:01 p.m. and a quorum was present for the meeting. Commissioner Wagner was not physically present for the meeting, and joined via telephone.

Commissioners Present: Charvat, Chavez, Davis, Getz, Giunti, LaMantia, Ledonne, Ligino-Kubinski, Wagner

Commissioners Absent: None

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 Projects Programs Manager; Brian DeCoudres, Flight Center General Manager; Phil Luetkhans, of Luetkehans, Brady, Garner and Armstrong LLC.; Kristine Klotz, Executive Assistant and Board Liaison.

Others in Attendance: Dan Pape, CMT; Mark Moran, NAI Hiffman.

Members of the Press:

None

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Chairman Getz asked for additions or corrections to the minutes of the June 15, 2022 Regular Board Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes. The **motion was seconded** by Commissioner Chavez and passed by a roll call vote (7-0). Commissioner Ligino-Kubinski Abstained.

Chairman Getz asked for additions or corrections to the minutes of the July 18, 2022 Special Board Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes. The **motion was seconded** by Commissioner LaMantia and passed by a roll call vote (7-0). Commissioner Ligino-Kubinski Abstained.

ELECTION OF SECRETARY

Commissioner LaMantia made a **MOTION** to approve Commissioner Wagner as Secretary of the Board of Commissioners. The **motion was seconded** by Commissioner Ledonne. The motion was unanimously passed by roll call vote (8-0).

DIRECTOR'S REPORT

Jet-A total gallons sold are up 18.4% year to date while 100LL total gallons sold are down -4.9% year to date. The cost of fuel continues to increase with the cost of Jet-A up 60.4% and 100LL up 18.4% from the beginning of 2021.

Executive Director Doles reported that there were 4,300 rounds of golf that have played at Prairie Landing Golf Course this year. The total number of rounds is down -13.3% due to bad spring weather and customers returning to work.

The Grand Opening for U.S. Customs and Border Protection on September 1, 2022. Executive Director Doles thanked all that attended the Grand Opening. Mr. Doles stated that the media coverage on print and local news outlets were well received due to Serafin and Associates. U.S. Customs congratulated staff on the program that was put together for the opening.

The Back-to-School Celebration occurred on August 5, 2022. Together with the support from the City of West Chicago and WGN news the event hosted over 2,000 children and parents. Mr. Doles thanked all staff for a job well done. Many members of the local community expressed their appreciation to attend the celebration showcasing the airport. Mr. Doles also discussed the 5th Annual Tuskegee Next Redtail Ball that was held on August 13, 2022. Commissioner LaMantia encouraged all Board members to attend next year.

Executive Director Doles informed the Board members of the new Gulfstream 550 aircraft that is now based at DuPage Airport. Mr. Doles also stated that a new Gulfstream 600 will also be based at DuPage Airport by the end of the month.

Staff plans to continue to begin breaking ground on the new hangar facility. Weekly calls and coordination are underway for an Illinois Grant project which will assist in the \$405,000 parking lot project for the hangar. Executive Director Doles stated that staff is currently compiling each department's budget for 2023.

The Prairie Landing Golf Maintenance Facility Addition Project is underway with the foundation completed. Steel currently is being erected.

Executive Director Doles informed the Board of an item on today's agenda regarding a long-term tenancy with the Federal Government for hangar and office space.

Minor staff issues pertaining to Covid-19 occurred this past month within the DuPage Flight Center. Mr. Doles went on to say that several staff members will attend the Annual Illinois Public Airport Association Conference which is held in Galena, IL.

Mr. Doles stated his gratitude, dedication, and years of support regarding the tenure of Commissioner Sharp. He also introduced new Commissioner Noreen Ligino-Kubinski.

A *Daily Herald* article was distributed to the Board members regarding the Pheasant Run Resort property. Discussion followed.

REVIEW OF FINANCIAL STATEMENTS

Patrick Hoard reviewed the Financial Statements for August 2022 and discussion followed.

REPORT OF COMMITTEES

Finance, Budget, and Audit Committee:

Commissioner Ledonne advised that the Finance, Budget, and Audit Committee did meet. All items on today's agenda are recommended for Board approval except for two items, due to a conflict of interest.

Internal Policy and Compliance Committee:

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

Golf Committee:

Commissioner LaMantia advised that the Golf Committee did meet and she chaired the Committee in the absence of Commissioner Wagner. The Resolutions appearing on the Board Meeting Agenda were discussed and favorably recommended for Board approval.

Capital Development, Leasing, and Customer Fees Committee:

Commissioner Ledonne stated that the Capital Development, Leasing, and Customer Fees Committee did meet, and he chaired the Committee in the absence of Commissioner Wagner. Commissioner Ledonne reported all items passed with recommendations for Board approval.

DuPage Business Center:

Mark Moran with NAI Hiffman briefed the Board about the three sites under contract within the DuPage Business Park. He stated that about 90 acres are in the due diligence process. The remaining parcels are small interior sites. Chairman Getz asked if any additional parcels would close by the end of the year. Phil Luetkehans stated that Becknell has a strong possibility of closing by the end of the year. Mr. Moran informed the Board members that Vanguard Logistics a Carol Stream company will be moving into the Business Park.

OLD BUSINESS

None

NEW BUSINESS

Proposed Resolution 2022-2527; Commemorating the Services of Donald C. Sharp as Commissioner.

Executive Director read Proposed Resolution 2022-2527 in its entirety. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2527; Commemorating the Services of Donald C. Sharp as Commissioner. The **motion was seconded** by Commissioner Ledonne. Chairman Getz stated that he spoke to Commissioner Sharp. Commissioner Sharp

extends his admiration to his fellow Commissioners and well wishes to the Board going forward. There was no further discussion and the motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2528; Authorizing the Execution of a Professional Services Agreement with Erik Christiansen Design Group, Ltd. for Golf Course Irrigation System Design

Authorizes the design of a new irrigation system for the Prairie Landing Golf Course for a fee not-to-exceed \$19,750.

Executive Director Doles read into record Proposed Resolution 2022-2528. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2528; Authorizing the Execution of a Professional Services Agreement with Erik Christiansen Design Group, Ltd. for Golf Course Irrigation System Design. The **motion was seconded** by Commissioner Ledonne. Discussion followed, and unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2529; Award of Contract to Safe-Way Tuckpointing Company for Masonry Repairs at the Prairie Landing Clubhouse.

Approves a contract for masonry repairs and stairway improvements at the Prairie Landing Clubhouse for a total cost not-to-exceed \$41,248.90, which includes a 10% owner's contingency.

Executive Director Doles read into Proposed Resolution 2022-2529. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2529; Award of Contract to Safe-Way Tuckpointing Company for Masonry Repairs at the Prairie Landing Clubhouse. The **motion was seconded** by Commissioner Ledonne. Discussion followed and the motion was unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2530; Authorizing the Execution of Design Phase Task Order No. 6 with Crawford, Murphy & Tilly, Inc. for the Project: Bridge Repairs at the Prairie Landing Golf Course.

Authorizes consulting and design phase bridging document preparation for bridge repairs at the Prairie Landing Golf Course for a total not-to-exceed amount of \$39,900.

Executive Director Doles read into record Proposed Resolution 2022-2530. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2530; Authorizing the Execution of Design Phase Task Order No. 6 with Crawford, Murphy & Tilly, Inc. for the Project: Bridge Repairs at the Prairie Landing Golf Course. The **motion was seconded** by Commissioner Ledonne. Discussion followed and the motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2531; Approving the Use of Sikich LLP as Outside Auditors for the Year 2023

Approves utilizing Sikich LLP as outside auditors in 2023 for the annual audit of the DuPage Airport Authority for the fiscal year 2022 for the all-inclusive maximum fee of \$32,000.

Executive Director Doles read into record Proposed Resolution 2022-2531. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2531; Approving the Use of Sikich LLP as Outside Auditors for the Year 2023. The **motion was seconded** by Commissioner Ledonne. A brief discussion followed. The motion was passed by roll call vote (8-0).

Proposed Resolution 2022-2532; Authorizing the Execution of a Banking Services Agreement with St. Charles Bank & Trust Company, N.A.

Approves entering into a Banking Services Agreement for a three (3) year term, subject to a two (2) year extension at the sole discretion of the DuPage Airport Authority.

Executive Director Doles read into record Proposed Resolution 2022-2531. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2532; Authorizing the Execution of a Banking Services Agreement with St. Charles Bank & Trust Company, N.A. The **motion was seconded** by Commissioner Ledonne. A brief discussion followed, and the motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2533; Authorizing the Execution of a Professional Services Agreement with Roger C. Marquardt & Company, Inc. for Lobbyist Services

Approves the execution of a Professional Services Agreement for Lobbyist Services for a one (1) year term for an annual fee not-to-exceed \$48,000 subject to two (2) one (1) year extensions at the sole discretion of the DuPage Airport Authority.

Executive Director Doles read into record Proposed Resolution 2022-2533. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2533; Authorizing the Execution of a Professional Services Agreement with Roger C. Marquardt & Company, Inc. for Lobbyist Services. The **motion was seconded** by Commissioner Ledonne. Discussion followed, and the motion was passed by roll call vote (7-0). Commissioner Giunti Abstained.

Proposed Resolution 2022-2534; Award of a Master Agreement to Volt Electric, Inc. for On-Call Electrical Repair Services.

Approves a Master Agreement to provide on-call electrical repair services for a two (2) year term for a not-to-exceed annual cost of \$25,000 and \$5,000 per project.

Executive Director Doles read into record Proposed resolution 2022-2534. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2534; Award of a Master Agreement to Volt Electric, Inc. for On-Call Electrical Repair Services. The **motion was seconded** by Commissioner Ledonne. Discussion followed and the motion passed by roll call vote (6-0). Commissioner Charvat and Commissioner Giunti Abstained.

Proposed Resolution 2022-2535; Award of a Master Agreement to DuPage Overhead Garage Door, Inc. for On-Call Commercial Sectional Garage Door and Gate Repair Services.

Approves a Master Agreement to provide on-call commercial sectional garage door and gate repair services for a two (2) year term for a not-to-exceed annual cost of \$25,000 and \$5,000 per project.

Executive Director Doles read into record Proposed Resolution 2022-2535. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2535; Award of a Master Agreement to DuPage Overhead Garage Door, Inc. for On-Call Commercial Sectional Garage Door and Gate Repair Services. The **motion was seconded** by Commissioner Ledonne. There was no further discussion and the motion passed by roll call vote of (8-0).

Proposed Resolution 2022-2536; Award of a Master Agreement to K.C.W. Environmental Conditioning, Inc. for On-Call HVAC Repair Services.

Approves a Master Agreement for On-Call HVAC Repair Services for a two (2) year term for a not-to-exceed annual cost of \$25,000 and \$5,000 per project.

Executive Director Doles read into record Proposed Resolution 2022-2536. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2536; Award of a Master Agreement to K.C.W. Environmental Conditioning, Inc. for On-Call HVAC Repair Services. The **motion was seconded** by Commissioner Ledonne. There was no further discussion, and the motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2537; Award of a Master Agreement to Combined Roofing Services, LLC for On-Call Roof Repair Services.

Approves a Master Agreement for On-Call Roof Repair Services for a two (2) year term for a not-to-exceed annual cost of \$25,000 and \$5,000 per project.

Executive Director Doles read into record Proposed Resolution 2022-2537. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2537; Award of a Master Agreement to Combined Roofing Services, LLC for On-Call Roof Repair Services. The **motion was seconded** by Commissioner Ledonne. There was no further discussion, and the motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2538; Award of Contract to Flood Brothers Disposal Company for Garbage Disposal Services.

Approves a contract for garbage disposal services for an annual cost of \$9,085 for a one (1) year term subject to two (2) one-year extensions at the sole discretion of the DuPage Airport Authority.

Executive Director Doles read into record Proposed Resolution 2022-2538. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2538; Award of Contract to Flood Brothers Disposal Company for Garbage Disposal Services. The **motion was seconded** by

Commissioner Ledonne. Discussion followed. The motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2539; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Material.

Approves a contract for the procurement for the 2022/2023 winter season of up to 8,800 gallons of potassium acetate for an amount not-to-exceed \$56,848.

Executive Director Doles read into record Proposed Resolution 2022-2539. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2539; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Material. The **motion was seconded** by Commissioner Ledonne. Discussion followed. The motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2540; Award of Contract to Pelican Chemicals, Inc. for the Procurement of Sodium Formate Runway Deicing Material.

Approves a contract for the procurement for the 2022/2023 winter season of up to 16 tons of sodium formate for an amount not-to-exceed \$27,480.

Executive Director Doles read into record Proposed Resolution 2022-2540. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2540; Award of Contract to Pelican Chemicals, Inc. for the Procurement of Sodium Formate Runway Deicing Material. The **motion was seconded** by Commissioner Ledonne. A brief discussion followed. The motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2541; Award of Contract to Cyril Regan Heating, Inc. for the Installation of Infra-red Heating Systems.

Approves a contract for the installation of new heating systems in multiple hangars for a total cost not-to-exceed \$288,767.60, which includes a 10% owner's contingency.

Executive Director Doles read into record Proposed Resolution 2022-2541. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2541; Award of Contract to Cyril Regan Heating, Inc. for the Installation of Infra-red Heating Systems. The **motion was seconded** by Commissioner Ledonne. Discussion followed. The motion passed by roll call vote (6-0). Commissioner Charvat and Commissioner Giunti Abstained.

Proposed Resolution 2022-2542; Award of Contract to Futurity 19, Inc. for Exterior Hangar Repairs, Restaining and Recaulking.

Approves a contract for exterior hangar repairs at multiple hangars for a total cost not-to-exceed \$542,025, which includes a 10% owner's contingency.

Executive Director Doles read into record Proposed Resolution 2022-2542. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2542; Award of Contract to Futurity 19, Inc. for Exterior Hangar Repairs, Restaining and Recaulking. The **motion was seconded** by Commissioner Ledonne. Discussion followed. The motion passed unanimously by roll call vote (8-0).

Proposed Resolution 2022-2543; Award of Contract to AMS Industries, Inc. for Building Automation System Upgrades at the DuPage Flight Center.

Approves a contract for building automation system upgrades in the DuPage Flight Center for a total cost not-to-exceed \$79,200, which includes a 10% owner's contingency.

Executive Director Doles read into record Proposed Resolution 2022-2543. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2543; Award of Contract to AMS Industries, Inc. for Building Automation System Upgrades at the DuPage Flight Center. The **motion was seconded** by Commissioner Ledonne. A brief discussion followed. The motion passed by roll call vote (7-0). Commissioner Giunti Abstained.

Proposed Resolution 2022-2544; Award of Contract to Martam Construction, Inc. for Airfield Pavement Repairs.

Approves a contract for airfield pavement repairs for a total cost not-to-exceed \$410,833.50, which includes a 10% owner's contingency.

Executive Director Doles read into record Proposed Resolution 2022-2544. A **MOTION** was made by Commissioner LaMantia to amend and approve Proposed Resolution 2022-2544; Award of Contract to Martam Construction, Inc. for Airfield Pavement Repairs. The **motion was seconded** by Commissioner Ledonne. After discussion, Resolution 2022-2544 now reads:

“NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority based upon the above, and pursuant to Section 6-18-11 of the Authority's Procurement Code, hereby waives the requirement of multiple bids for their project and authorizes the Executive Director, Mark Doles, to execute said Contract with Martam Construction, Inc. for completion of the Project at a total cost not-to-exceed \$410,833.50 and to take whatever steps necessary to effectuate the terms of said Contract.” The amended motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2545; Authorizing the Execution of Construction Phase Task Order No. 5 with Crawford, Murphy & Tilly, Inc. for the Project: Airfield Pavement Repairs.

Approves Construction Phase Task Order for airfield pavement repairs for a total cost not-to-exceed of \$43,560.

Executive Director Doles read into record Proposed Resolution 2022-2545. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2545; Authorizing the Execution of Construction Phase Task Order No. 5 with Crawford, Murphy & Tilly, Inc. for the Project: Airfield Pavement Repairs. The **motion was seconded** by Commissioner Ledonne. There was no further discussion, and the motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2546; Authorizing the Execution of a Non-Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to provide Airport Traffic Control Services at the DuPage Air Traffic Control Tower.

Approves a reimbursable agreement to provide overnight staffing of the Air Traffic Control Tower for the period of 10:00P to 6:00A from October 1, 2022 through September 30, 2023 for a total cost to the DuPage Airport Authority of \$580,325.

Executive Director Doles read into record Proposed Resolution 2022-2546. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2546; Authorizing the Execution of a Non-Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to provide Airport Traffic Control Services at the DuPage Air Traffic Control Tower. The **motion was seconded** by Commissioner Ledonne. Discussion followed. The motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2547; Ratifying the Execution of GSA Lease No. GS-05P-LIL00943 with the Government of the United States of America for Hangar and Office Space.

Ratifies the actions of the Executive Director for the execution of a hangar and office space lease with the Federal Government for a ten (10) year term, five (5) years firm, with total possible lease revenue of \$802,260.20

Executive Director Doles read into record 2022-2547. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2547; Ratifying the Execution of GSA Lease No. GS-05P-LIL00943 with the Government of the United States of America for Hangar and Office Space. The **motion was seconded** by Commissioner Ledonne. Discussion followed. The motion unanimously passed by roll call vote (8-0).

Proposed Ordinance 2022-376; An Ordinance Providing for the Revision of a Fee to Users in relation to the use of U.S. Customs Service at DuPage Airport.

Approves an Ordinance revising the fees associated with the use of User-Fee U.S. Customs Service at DuPage Airport effective December 1, 2022.

Executive Director Doles read into record Proposed Ordinance 2022-376. A **MOTION** was made by Commissioner LaMantia to approve Proposed Ordinance 2022-376; An Ordinance Providing for the Revision of a Fee to Users in relation to the use of U.S. Customs Service at DuPage Airport. The **motion was seconded** by Commissioner Ledonne. Discussion followed. The motion unanimously passed by roll call vote (8-0).

Proposed Resolution 2022-2548; Approving the Execution of a Third Amendment to Vacant Land Purchase Agreement with Patriot Development Group, LLC

Executive Director Doles read into record Proposed Resolution 2022-2548. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2022-2548; Approving the Execution of a Third Amendment to Vacant Land Purchase Agreement with Patriot Development Group, LLC. The **motion was seconded** by Commissioner Ledonne. Discussion followed. The motion unanimously passed by roll call vote (8-0).

RECESS TO EXECUTIVE SESSION

A **MOTION** was made by Commissioner LaMantia to recess to Executive Session for the Discussion of Employee Matters. The **motion was seconded** by Commissioner Ledonne. The Regular Meeting was recessed to Executive Session at 4:08 p.m. and was reconvened at 4:18 p.m. Upon roll call, a quorum was present for the remainder of the Regular Board Meeting.

OTHER BUSINESS

Commissioner Ledonne reminded the members of the Finance, Budget, and Audit Committee of the upcoming Committee Meeting to discuss and review the Fiscal Year 2023 Preliminary Operating and Capital Plan.

A **MOTION** was made by Commissioner LaMantia to adjourn the Regular Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Ledonne and was passed unanimously by voice vote; the meeting was adjourned at 4:20 p.m.

Herbert A. Getz, Chairman

(ATTEST)

Daniel J. Wagner, Secretary

**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.

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



Executive Director's Report – Highlights November 2022

1. **DuPage Airport was named the Reliver Airport of the Year by the Illinois Department of Transportation. Congratulations to the Board and the entire staff!**

2. Aviation Fuel and Golf Rounds - October

Jet and 100LL sales are impacted by continued high costs.

Jet A gallons sold up 15.1% YTD, 27.3% better than budget
100LL gallons sold down -2.3% YTD, 9.8% better than budget

Cost of fuel fluctuations continue to be a concern. As of 11/8/22:

Since 1/1/2022 Jet A up 62.4% and 100LL up 22.4%
Since 1/1/2021 Jet A up 148.9% and 100LL up 69.7%

Golf rounds for October totaled 2,734 versus 3,172 last year. Total rounds through October still down -12.2% (down 3,501 rounds) due to weather impacts and people returning to work.

3. 2023 Budget Plan was presented on Nov. 1 to a Special Meeting of the Finance Committee and is before the Board for consideration at the Nov. 16 Regular Board meeting. Minor adjustments were made for final insurance premium costs, utility expenses and both revenue and expenses related to the User-Fee U.S. Customs service.
4. Planning continues to break ground on our new hangar facility in Spring of 2023. Planning and coordination for an Illinois Grant project of \$405,000 to assist with parking lot for the project is underway. We held a kick-off meeting with the City of West Chicago on 11/10/22 to begin the process for building permit submittal in January 2023.
5. We have obtained the occupancy permit for the Golf Maintenance Facility Addition Project and punch list items are being completed by the contractor.
6. Pre-design meetings were held with the Illinois Division of Aeronautics for the new hangar parking lot and Taxiway Echo Reconfiguration project(s).

7. We are working with College of DuPage and Illinois Aviation Academy to support their new Aviation Management Program for a Spring 2023 launch. According to the COD website, students will:

“Earn an Associate in Applied Science degree in Aviation Management and learn about aviation from faculty members who are certified pilots and seasoned Federal Aviation Administration (FAA) flight instructors. Aviation technology courses will teach students aircraft operations, flight instruction, federal aviation regulations, aviation safety principles, aviation meteorology and more.”

“In addition to classroom instruction, students will receive hands-on training inside a Redbird Flight Simulator. The Redbird simulator is a fully enclosed, wrap around visual system that allows students to train in a realistic cockpit during instrument instruction.”

8. I was elected Chairman of the Illinois Public Airport Association at their Fall meeting in September.
9. Impacts continue from COVID for staff and families, inflation, and supply chain delays.



DUPAGE AIRPORT AUTHORITY

MONTHLY STATISTICS

October 2022

	<u>Oct. '22</u>	<u>Oct. '21</u>	<u>'22 vs. '21</u>	<u>Oct. Percent Change</u>	<u>YTD 2022</u>	<u>YTD 2021</u>	<u>'22 vs. '21</u>	<u>Percent Change</u>
FUEL								
100LL	24,093	19,597	4,496	22.9%	212,938	217,915	(4,977)	-2.3%
Jet A	267,210	269,603	(2,393)	-0.9%	2,430,758	2,112,531	318,227	15.1%
Total Gallons	291,303	289,200	2,103	0.7%	2,643,696	2,330,446	313,250	13.4%
OPERATIONS								
Local	5,836	4,998	838	16.8%	51,610	50,574	1,036	2.0%
Itinerant	5,538	4,989	549	11.0%	50,344	49,321	1,023	2.1%
Total Ops	11,374	9,987	1,387	13.9%	101,954	99,895	2,059	2.1%

October FAA OPS data will not be available for other airports until 11/20/22. DPA's numbers are from our ATCT.



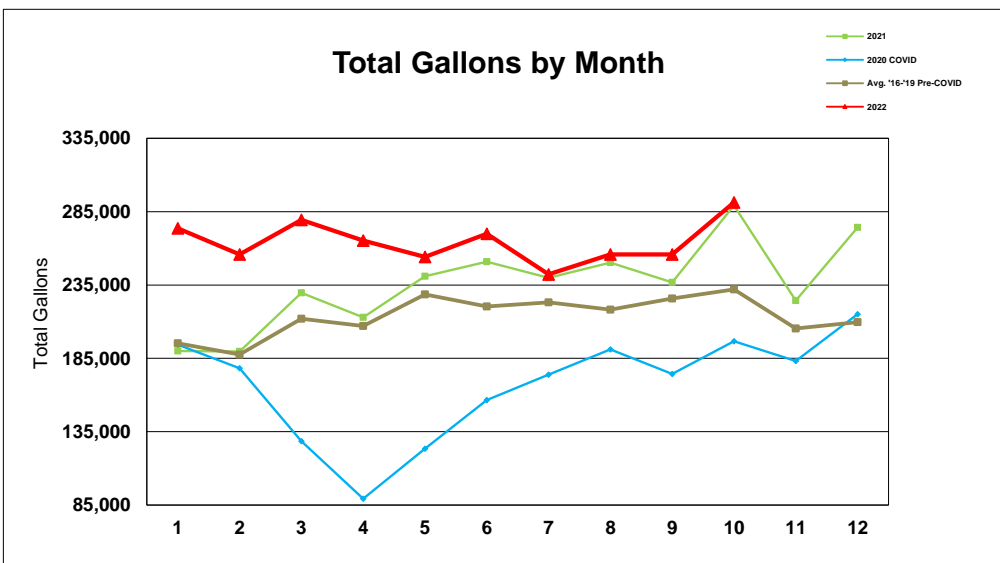
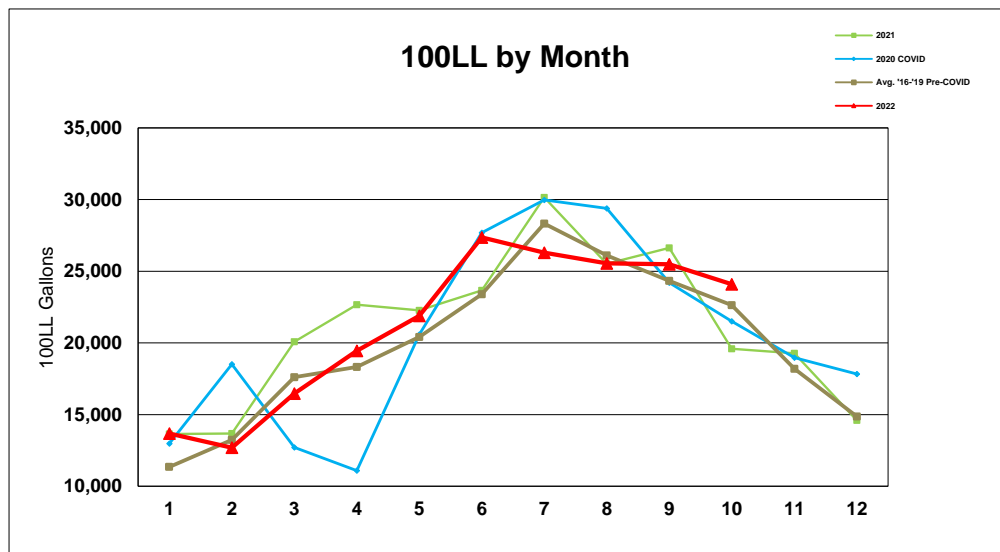
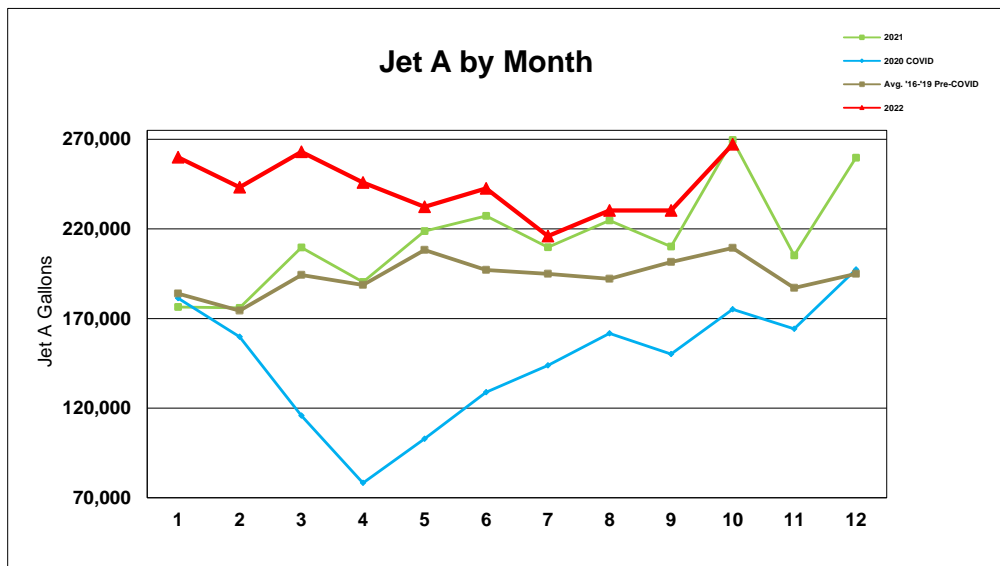
MONTHLY STATISTICS

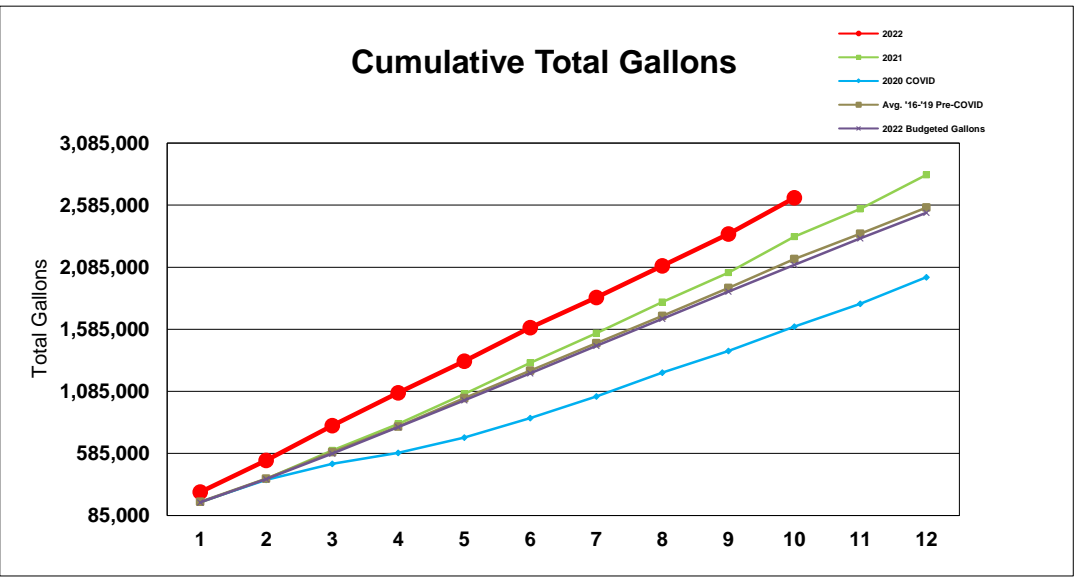
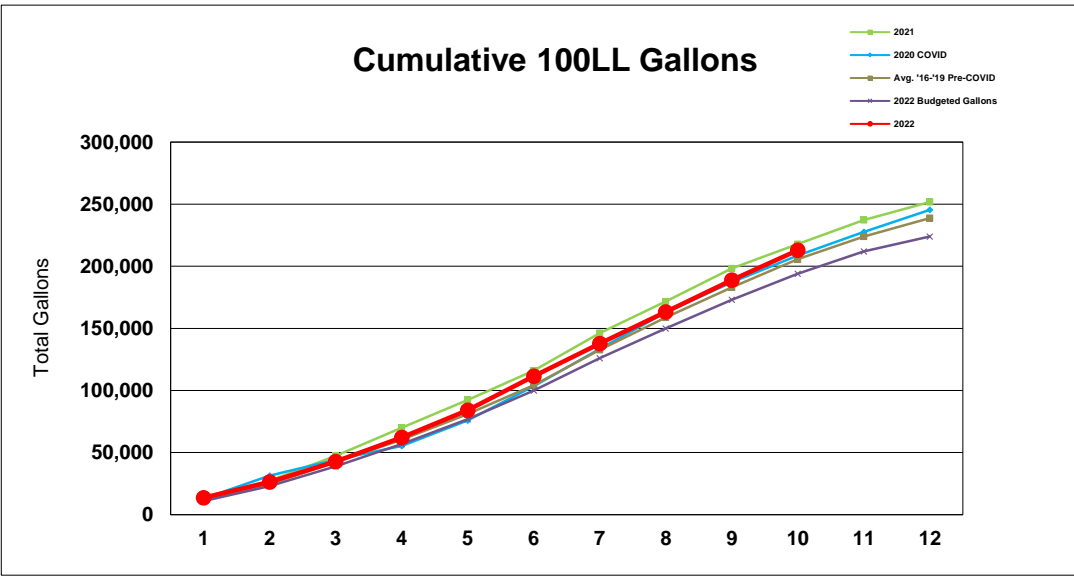
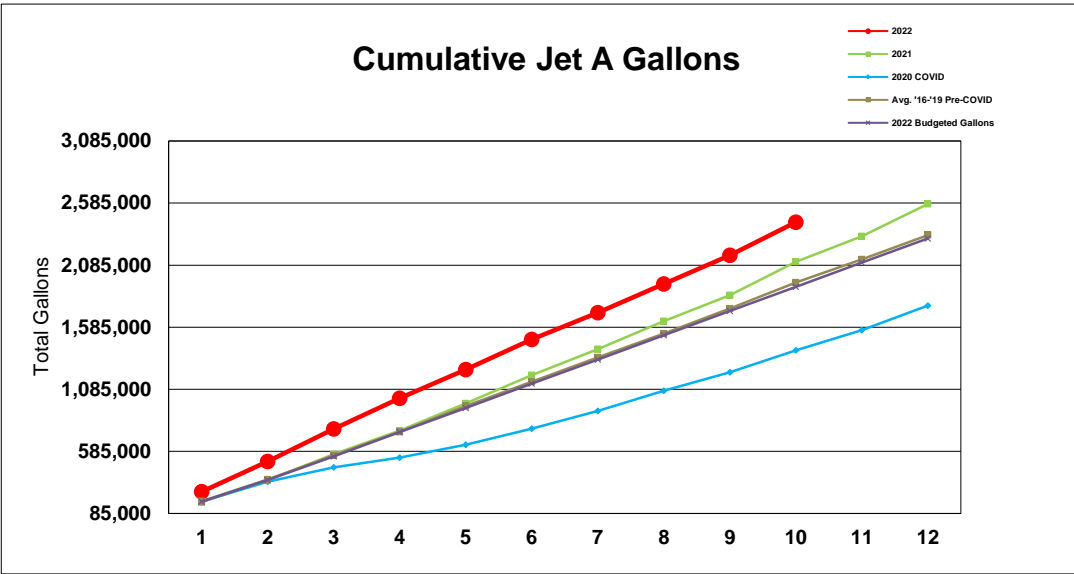
September 2022

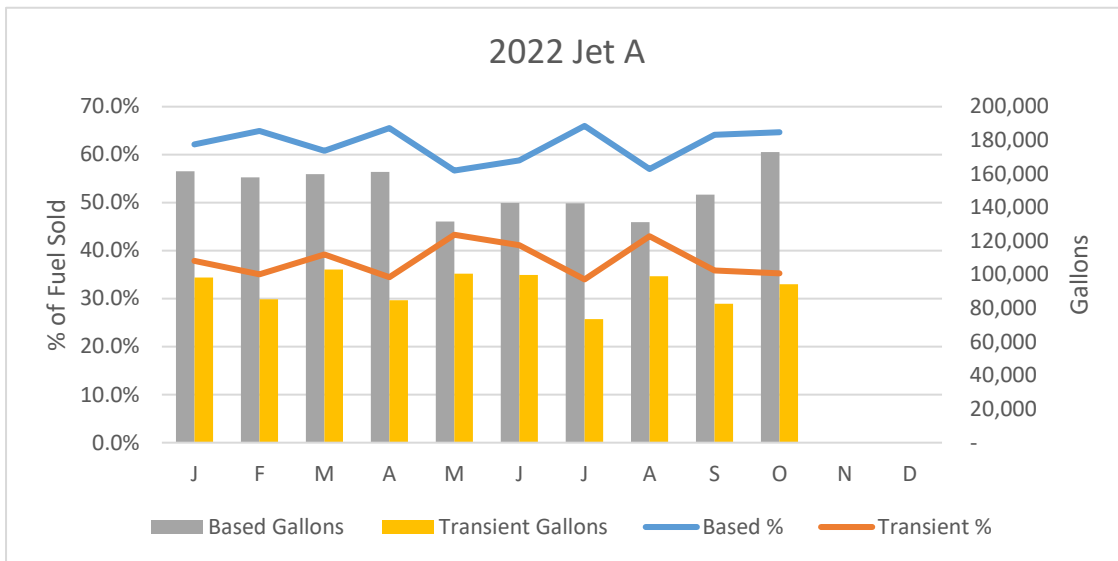
	Sept. '22	Sept. '21	'22 vs. '21	Sept. Percent Change	YTD 2022	YTD 2021	'22 vs. '21	Percent Change
FUEL								
100LL	25,485	26,628	(1,143)	-4.3%	188,845	198,318	(9,473)	-4.8%
Jet A	230,326	210,189	20,137	9.6%	2,163,548	1,842,928	320,620	17.4%
Total Gallons	255,811	236,817	18,994	8.0%	2,352,393	2,041,246	311,147	15.2%
OPERATIONS								
Local	5,940	5,734	206	3.6%	45,774	45,576	198	0.4%
Itinerant	5,982	5,688	294	5.2%	44,806	44,332	474	1.1%
Total Ops	11,922	11,422	500	4.4%	90,580	89,908	672	0.7%

REGIONAL OPS

	Sept. '22	Sept. '21	'22 vs. '21	Sept. Percent Change	YTD 2022	YTD 2021	'22 vs. '21	Percent Change
Total OPS								
DuPAGE	11,922	11,422	500	4.4%	90,580	89,908	672	0.7%
Palwaukee	9,998	10,510	(512)	-4.9%	73,767	75,055	(1,288)	-1.7%
Aurora	7,273	7,145	128	1.8%	57,320	59,260	(1,940)	-3.3%
Waukegan	3,283	4,881	(1,598)	-32.7%	33,201	42,409	(9,208)	-21.7%
State of Illinois	170,220	180,284	(10,064)	-5.6%	1,345,941	1,294,035	51,906	4.0%
Teterboro	17,175	13,638	3,537	25.9%	123,730	98,836	24,894	25.2%
Van Nuys	27,961	24,314	3,647	15.0%	206,180	222,833	(16,653)	-7.5%
Centennial	18,623	30,046	(11,423)	-38.0%	224,762	234,444	(9,682)	-4.1%
Local OPS								
DuPAGE	5,940	5,734	206	3.6%	45,774	45,576	198	0.4%
Palwaukee	3,273	3,297	(24)	-0.7%	22,573	21,524	1,049	4.9%
Aurora	3,843	3,602	241	6.7%	33,111	34,017	(906)	-2.7%
Waukegan	1,252	1,702	(450)	-26.4%	9,086	15,471	(6,385)	-41.3%
State of Illinois	43,629	46,422	(2,793)	-6.0%	308,692	316,226	(7,534)	-2.4%
Teterboro	0	0	0		0	0	0	
Van Nuys	13,105	10,050	3,055	30.4%	71,368	95,461	(24,093)	-25.2%
Centennial	3,547	13,556	(10,009)	-73.8%	96,924	104,000	(7,076)	-6.8%
Itinerant OPS								
DuPAGE	5,982	5,688	294	5.2%	44,806	44,332	474	1.1%
Palwaukee	6,725	7,213	(488)	-6.8%	51,194	53,531	(2,337)	-4.4%
Aurora	3,430	3,543	(113)	-3.2%	24,209	25,243	(1,034)	-4.1%
Waukegan	2,031	3,179	(1,148)	-36.1%	24,115	26,938	(2,823)	-10.5%
State of Illinois	126,591	133,862	(7,271)	-5.4%	1,037,249	977,809	59,440	6.1%
Teterboro	17,175	13,638	3,537	25.9%	123,730	98,836	24,894	25.2%
Van Nuys	14,856	14,264	592	4.2%	134,812	127,372	7,440	5.8%
Centennial	15,076	16,490	(1,414)	-8.6%	127,838	130,444	(2,606)	-2.0%

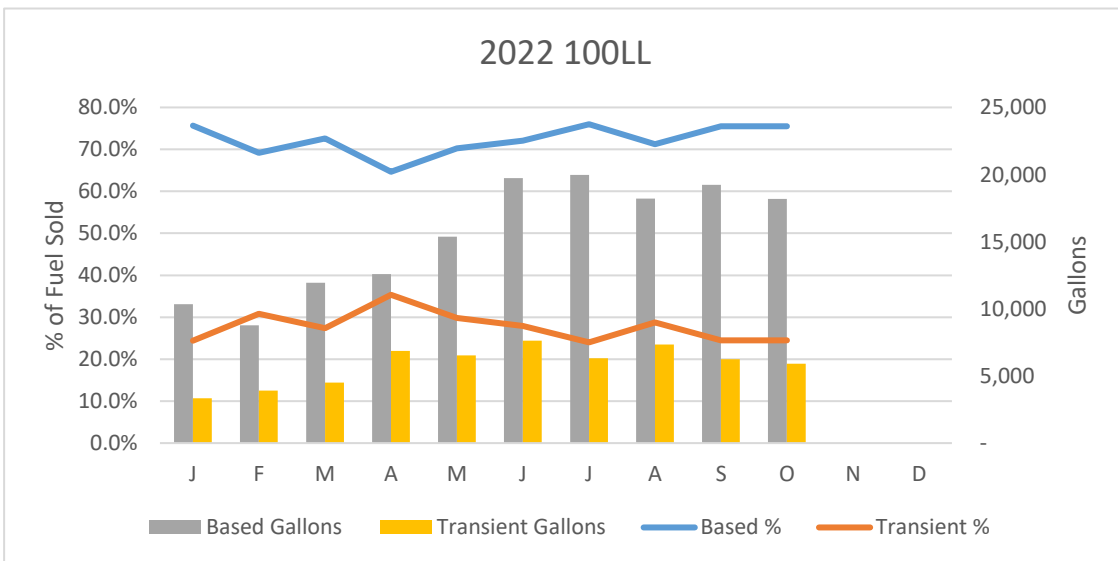






Jet A Gallons

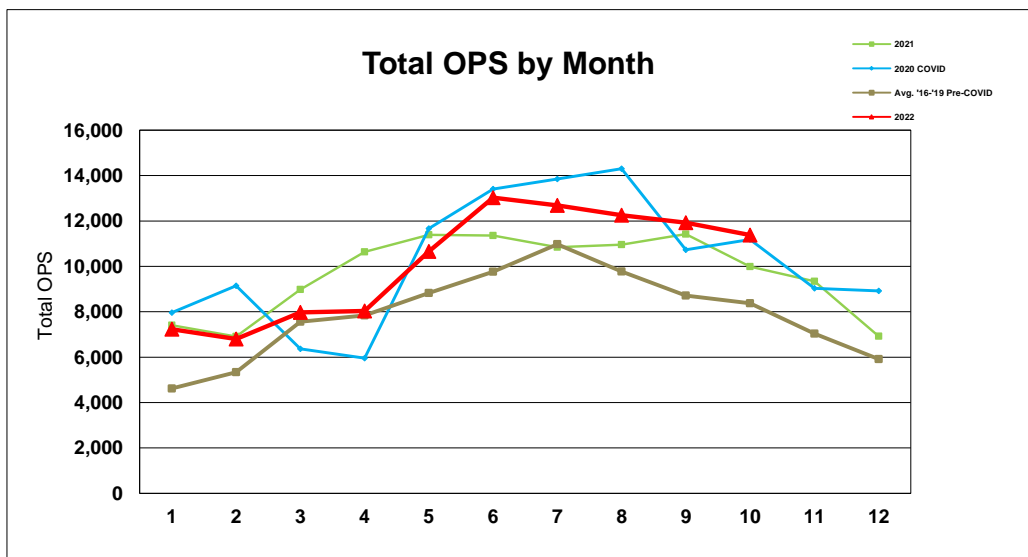
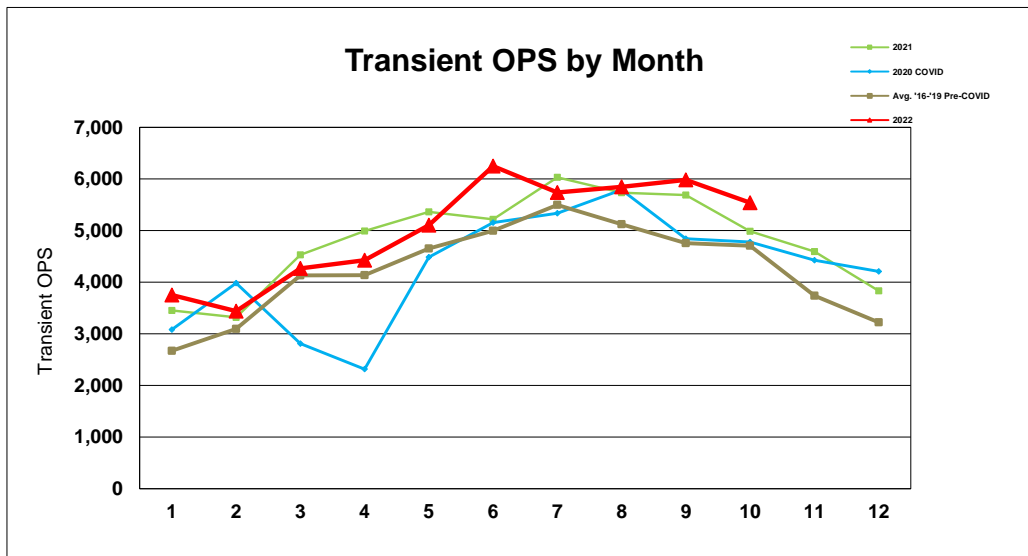
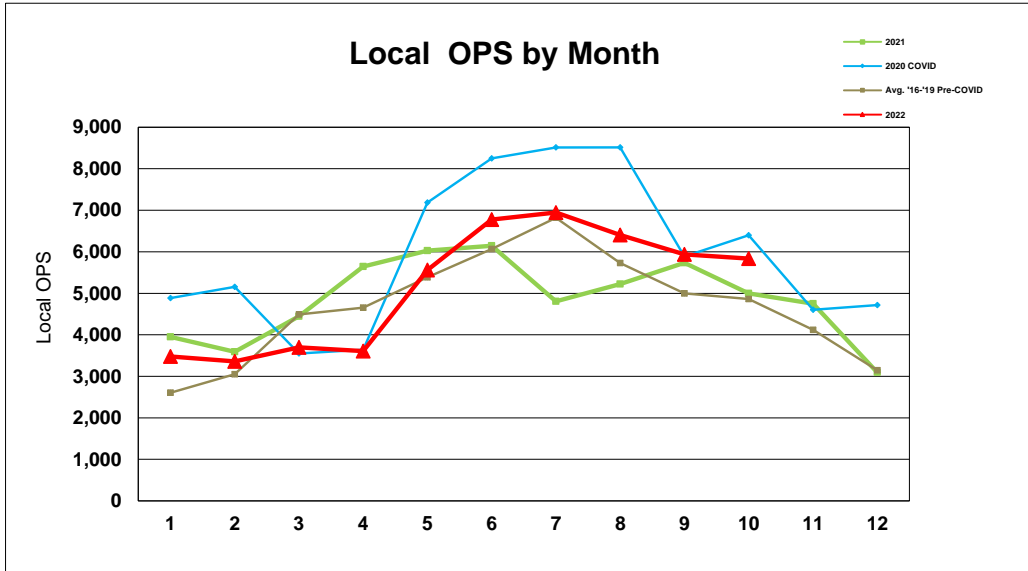
	<u>2021</u>	<u>2022</u>	<u>Change</u>	<u>% Change</u>
Jet Based	1,255,683	1,509,408	253,725	20.2%
Jet Trans.	856,848	921,350	64,502	7.5%
	<u>2,112,531</u>	<u>2,430,758</u>	<u>318,227</u>	<u>15.1%</u>



100LL Gallons

	<u>2021</u>	<u>2022</u>	<u>Change</u>	<u>% Change</u>
100LL Based	151,217	154,342	3,125	2.1%
100LL Trans.	66,697	58,596	(8,101)	-12.1%
	<u>217,914</u>	<u>212,937</u>	<u>(4,976)</u>	<u>-2.3%</u>

OPS data based upon preliminary data provided by the DPA ATCT.

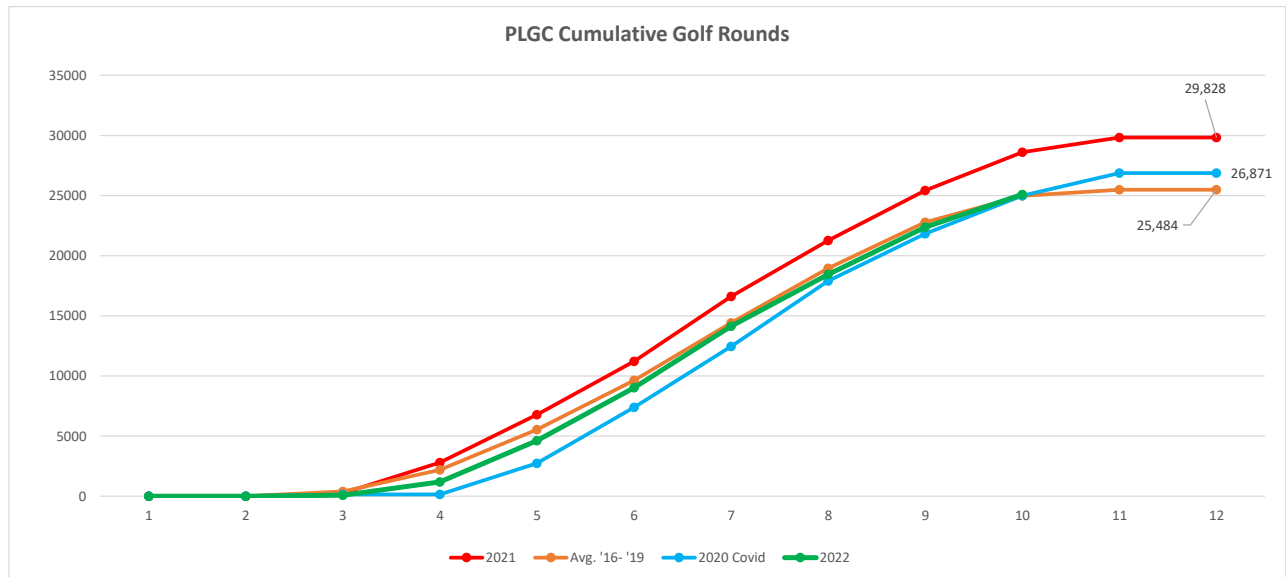
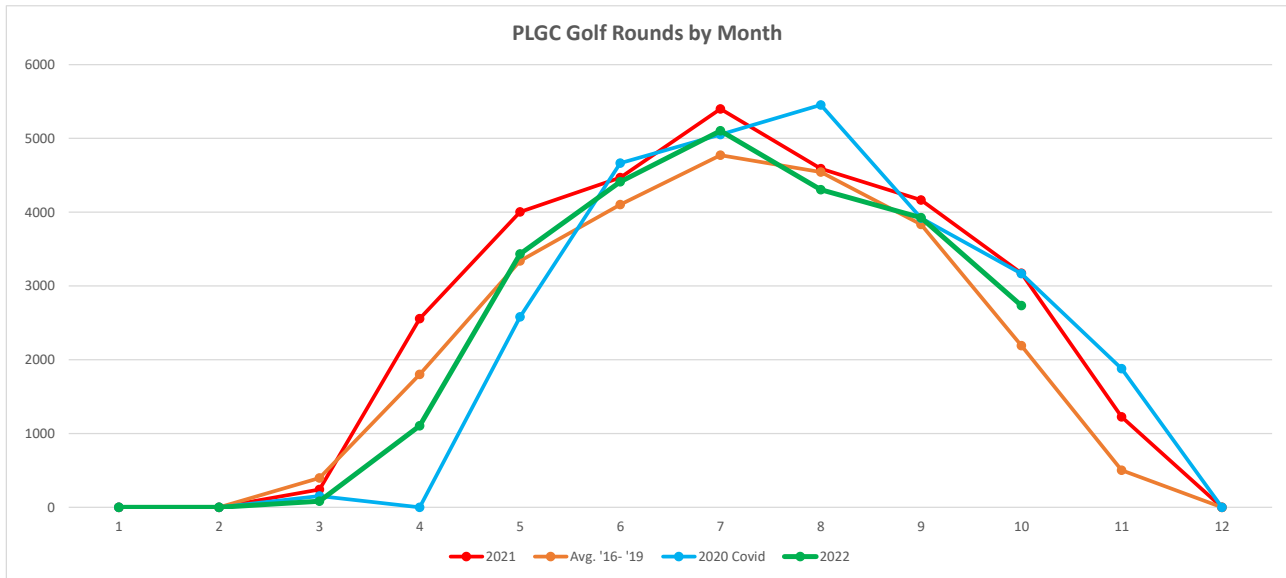




MONTHLY STATISTICS

October 2022

	<u>2022</u>	<u>2021</u>	<u>'22 vs. '21</u>	<u>Percent Change</u>	<u>YTD 2022</u>	<u>YTD 2021</u>	<u>'22 vs. '21</u>	<u>Percent Change</u>
Golf Rounds	2,734	3,172	(438)	-13.8%	25,100	28,601	(3,501)	-12.2%

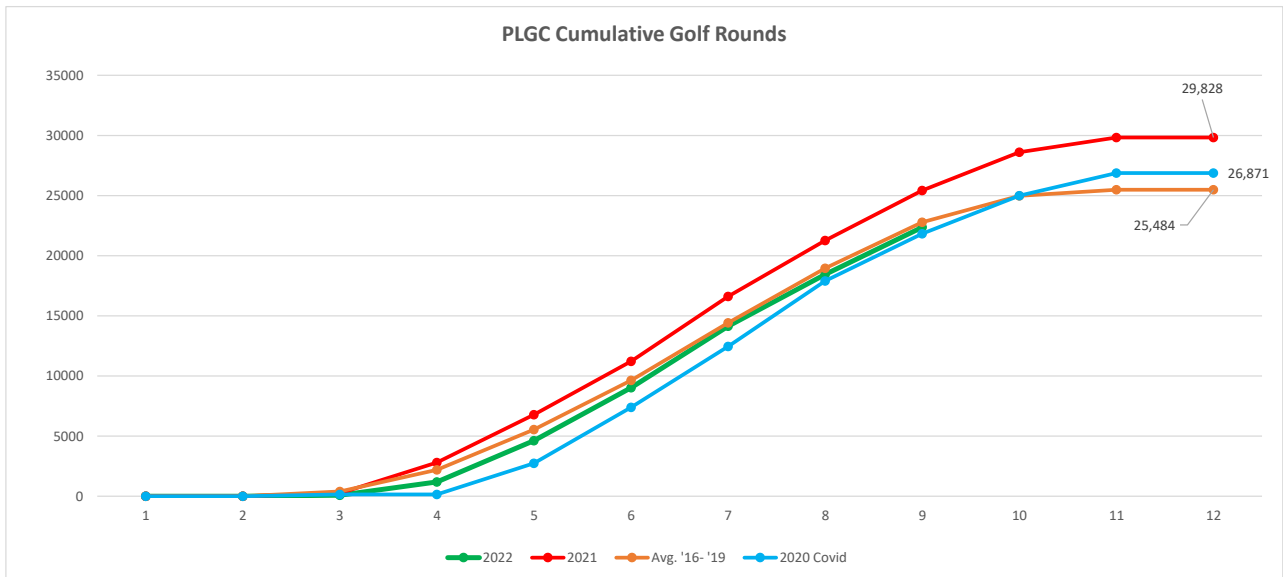
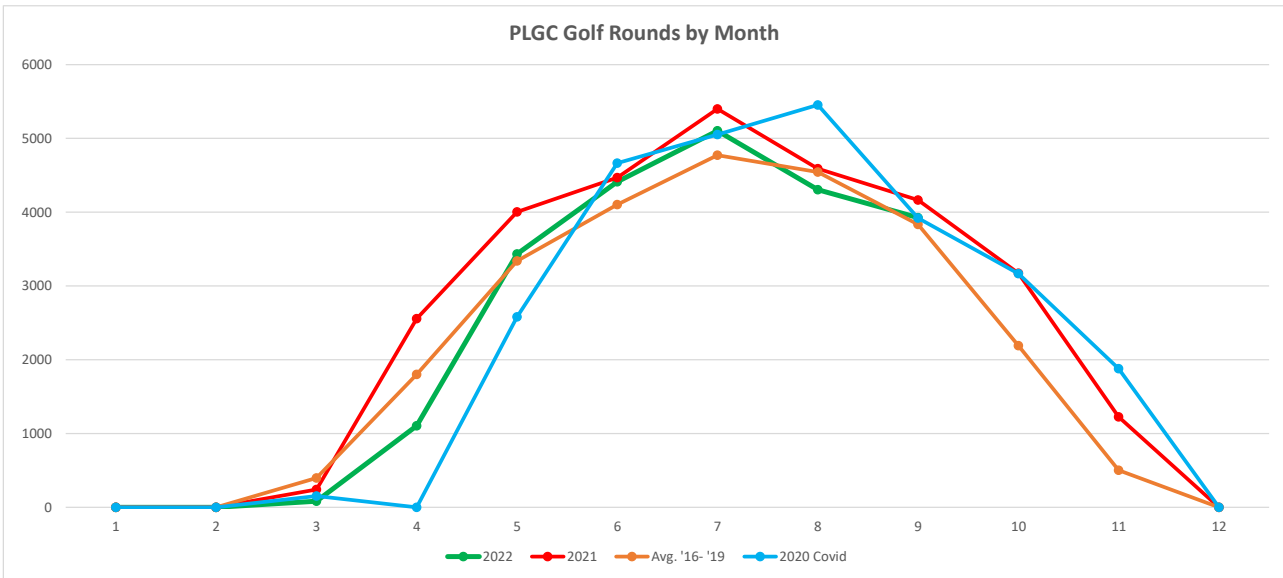




MONTHLY STATISTICS

September 2022

	<u>2022</u>	<u>2021</u>	<u>'22 vs. '21</u>	<u>Percent Change</u>	<u>YTD 2022</u>	<u>YTD 2021</u>	<u>'22 vs. '21</u>	<u>Percent Change</u>
Golf Rounds	3,926	4,166	(240)	-5.8%	22,366	25,429	(3,063)	-12.0%





DUPAGE AIRPORT AUTHORITY

10/31/2022

**FINANCIALS
PRE-AUDIT**

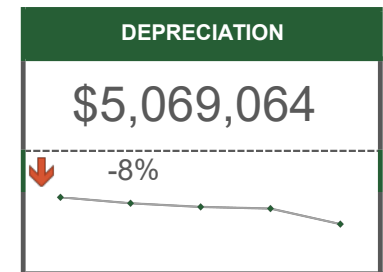
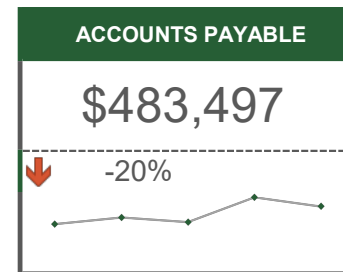
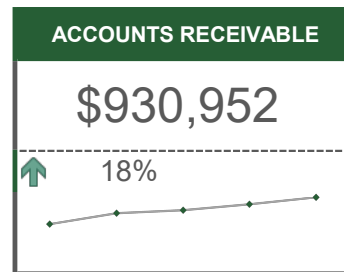
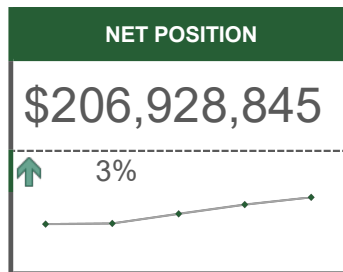
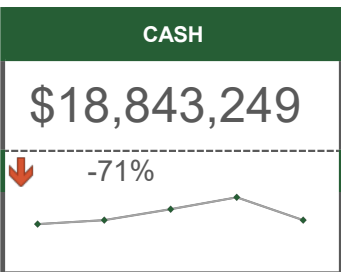
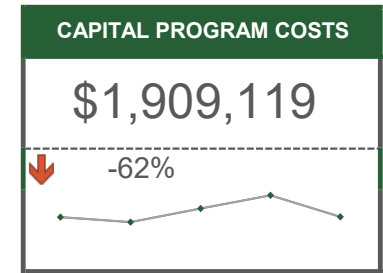
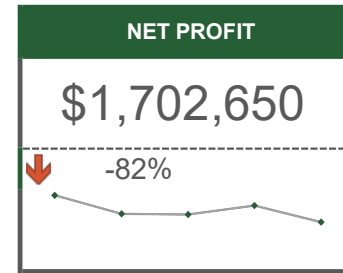
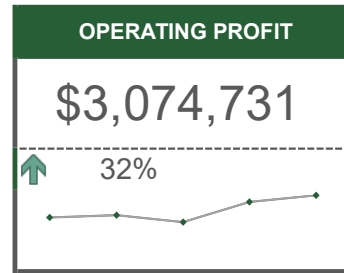
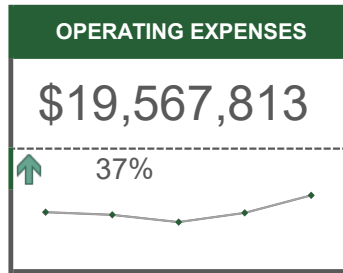
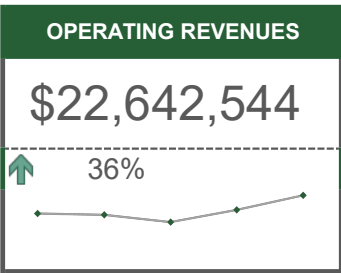
YTD FINANCIAL SUMMARY

DuPage Airport Authority

October

2022

KEY METRICS



YTD SUMMARY - BY OPERATION

DuPage Airport Authority
YTD October 2022

	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
OPERATING									
Operating Revenues	\$3,279,315	\$3,410,120	\$130,805	\$10,107,926	\$16,515,321	\$6,407,395	\$2,602,559	\$2,717,103	\$114,544
Operating Expenses	\$5,990,847	\$5,419,188	-\$571,659	\$6,838,275	\$11,827,695	\$4,989,420	\$2,208,679	\$2,320,929	\$112,250
Operating Profit	-\$2,711,532	-\$2,009,068	\$702,464	\$3,269,651	\$4,687,625	\$1,417,974	\$393,880	\$396,174	\$2,294
NON-OPERATING									
Non-Operating Revenues	\$6,264,540	\$3,996,300	-\$2,268,240	\$0	\$0	\$0	\$0	\$250	\$250
Non-Operating Expenses	\$259,900	\$92,923	-\$166,977	\$0	\$0	\$0	\$50,000	\$36,192	-\$13,808
Non-Operating Profit	\$6,004,640	\$3,903,377	-\$2,101,263	\$0	\$0	\$0	-\$50,000	-\$35,942	\$14,058
Net Profit (Loss) Excluding Depreciation & Major Maintenance	\$3,293,108	\$1,894,308	-\$1,398,800	\$3,269,651	\$4,687,625	\$1,417,974	\$343,880	\$360,232	\$16,352
Depreciation Expense	\$6,075,100	\$5,061,184	-\$1,013,916	\$6,930	\$6,935	\$5	\$840	\$945	\$105
Major Maintenance	\$949,535	\$116,152	-\$833,383	\$0	\$0	\$0	\$81,666	\$54,300	-\$27,366
Transfers In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net Profit (Loss)	-\$3,731,527	-\$3,283,028	\$448,499	\$3,262,721	\$4,680,690	\$1,417,969	\$261,374	\$304,987	\$43,613

YTD SUMMARY - TOTAL OPERATIONS

DuPage Airport Authority YTD October 2022

	YTD Budget	YTD Actual	Actual vs. Budget
<u>OPERATING</u>			
Operating Revenues	\$15,989,800	\$22,642,544	\$6,652,744
Operating Expenses	\$15,037,801	\$19,567,813	\$4,530,012
Operating Profit	\$951,999	\$3,074,731	\$2,122,732
<u>NON-OPERATING REVENUES</u>			
Miscellaneous Taxes	\$66,000	\$198,147	\$132,147
Property Taxes/Abatements	\$4,961,561	\$5,939,121	\$977,560
Federal & State Grants	\$1,045,309	\$42,385	-\$1,002,924
Investment Income	\$166,670	\$699,916	\$533,246
Unrealized Gain (Loss) from Investments	\$0	-\$2,972,368	-\$2,972,368
Gain (Loss) on Sale of Fixed Assets	\$25,000	\$89,350	\$64,350
Total Non-Operating Revenues	\$6,264,540	\$3,996,550	-\$2,267,990
<u>NON-OPERATING EXPENSES</u>			
Property Tax (DAA)	\$259,900	\$92,923	-\$166,977
Property Tax (PLGC)	\$50,000	\$36,192	-\$13,808
Total Non-Operating Expenses	\$309,900	\$129,116	-\$180,784
Non-Operating Profit	\$5,954,640	\$3,867,434	-\$2,087,206
Net Profit (Loss) Excluding Depreciation & Major Maintenance	\$6,906,639	\$6,942,165	\$35,526
Depreciation Expense	\$6,082,870	\$5,069,064	-\$1,013,806
Major Maintenance	\$1,031,201	\$170,452	-\$860,749
Net Profit (Loss)	-\$207,432	\$1,702,650	\$1,910,082
Total YTD Revenues	\$22,254,340	\$26,639,094	\$4,384,754
Total YTD Expenditures	\$15,347,701	\$19,696,929	\$4,349,228
Capital Development Programs	\$25,990,667	\$1,909,119	-\$24,081,548
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, 2022

CURRENT ASSETS

Cash & Cash Equivalents	9,294,206
Cash & Cash Equivalents - Designated	9,549,044
Cash & Cash Equivalents - Restricted	-
Investments	2,276,699
Investments - Restricted	53,181,192
Investments - Designated	-
Receivables	
Property Taxes	6,037,955
Accounts	930,952
Accrued Interest	251,432
Long-term Note Receivable, Current Portion	-
Prepaid Expenses	729,412
Inventories	372,422

Total Current Assets 82,623,313

NONCURRENT ASSETS

Advance to Other Subfunds	-
Long-term Note Receivable, Net of Current Portion	-
Net Pension Asset - IMRF	1,562,872

Total Noncurrent Assets 1,562,872

Capital Assets

Not Being Depreciated	62,890,094
Being Depreciated	292,352,142
Less Accumulated Depreciation	(222,809,502)

Net Capital Assets 132,432,734

DEFERRED OUTFLOWS OF RESOURCES

Pension Items - IMRF	878,459
----------------------	---------

Total Deferred Outflows of Resources 878,459

Total Noncurrent Assets 134,874,064

Total Assets 217,497,377

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

STATEMENT OF NET POSITION

For the Period Ended October 31, 2022

CURRENT LIABILITIES

Accounts Payable	483,497
Retainage Payable	-
Accrued Liabilities	340,862
Compensated Absences, Current Portion	74,032
Customer Deposits and Advances	224,822
Security Deposits	189,159
Unearned Revenue	124,795

Total Current Liabilities 1,437,167

NONCURRENT LIABILITIES

Unearned Revenue	928,149
Advance from Other Subfunds	-
Net Pension Liability - IMRF	-
Compensated Absences, Net of Current Portion	296,126

Total Noncurrent Liabilities 1,224,275

Total Liabilities 2,661,442

DEFERRED INFLOWS OF RESOURCES

Deferred Revenue - Property Taxes	6,037,955
Pension Items - IMRF	1,869,136

Total Deferred Inflows of Resources 7,907,091

**Total Liabilities and
Deferred Inflows of Resources** 10,568,533

NET POSITION

Net Investment in Capital Assets	132,432,734
Restricted for Aeronautical Purposes	53,181,192
Unrestricted	21,314,919

Total Net Position 206,928,845

**TOTAL LIABILITIES, DEFERRED INFLOWS
OF RESOURCES, AND NET POSITION** 217,497,377

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

STATEMENT OF CASH FLOWS

For the Period Ended October 31, 2022

CASH FLOWS FROM OPERATING ACTIVITIES

Receipts from customers and users	22,285,851
Payments to suppliers	(15,863,582)
Payments to and on behalf of employees	(5,201,698)
	<hr/>
Net cash from operating activities	<u>1,220,572</u>

**CASH FLOWS FROM NONCAPITAL
FINANCING ACTIVITIES**

Non-operating revenues - property taxes	5,939,121
Non-operating revenues - replacement taxes	198,147
	<hr/>
Net cash from noncapital financing activities	<u>6,137,268</u>

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

Grant monies received	42,385
Acquisition and construction of capital assets	(2,070,497)
Gain (Loss) from sale of capital assets	89,350
	<hr/>
Net cash from capital and related financing activities	<u>(1,938,762)</u>

CASH FLOWS FROM INVESTING ACTIVITIES

Acquisition of investments	(58,000,000)
Investment income	18,225
	<hr/>
Net cash from investing activities	<u>(57,981,775)</u>

NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS (52,562,697)

CASH AND CASH EQUIVALENTS, JANUARY 1 71,405,946

CASH AND CASH EQUIVALENTS, OCTOBER 31 **18,843,249**

PRESENTED AS

Cash and cash equivalents	18,843,249
Cash and cash equivalents - restricted	<hr/> -
Total cash and cash equivalents	<u><u>18,843,249</u></u>

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

STATEMENT OF CASH FLOWS

For the Period Ended October 31, 2022

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

Operating income (loss)	(2,318,576)
Adjustments to reconcile operating income (loss) to net cash from operating activities	
Depreciation	5,069,064
Miscellaneous income	24,676
Changes in assets and liabilities	
Accounts receivable	(292,459)
Note receivable	-
Prepaid expenses	(26,307)
Inventories	(113,965)
Accounts payable	(711,351)
Accrued liabilities	(332,178)
Compensated absences	-
Net pension liability - IMRF	-
Pension items - IMRF	-
Customer deposits and advances	(79,409)
Security deposits	(22,310)
Unearned revenue	23,388

NET CASH FROM OPERATING ACTIVITIES

1,220,572

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

Contributions	-
Capital asset additions in accounts payable and retainage payable	(161,378)
Change in the fair value of investments	(2,972,368)

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

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

For the Period Ended October 31, 2022

	Airport Operations	Dupage Flight Center	Prairie Landing Golf Course	Total
OPERATING REVENUES				
Aircraft Storage	2,702,629	436,674	-	3,139,303
Leases, Commissions, Fees	692,551	-	-	692,551
Golf Course Operations	-	-	2,773,899	2,773,899
Line Service	-	16,071,928	-	16,071,928
Total Operating Revenues	3,395,180	16,508,602	2,773,899	22,677,681
OPERATING EXPENSES				
Direct Costs				
Airport Operations	3,882,721	-	-	3,882,721
Golf Course Operations	-	-	1,930,892	1,930,892
Line Service	-	10,453,113	-	10,453,113
General and Administrative				
Salaries and Benefits	1,179,963	1,157,480	158,464	2,495,907
Utilities	-	10,391	81,007	91,398
Office Expense	47,182	53,248	133,373	233,803
Insurance	134,342	100,679	68,544	303,565
Professional Services	230,494	-	6,449	236,943
Postage	4,362	-	7,475	11,837
Real Estate Tax	92,923	-	36,192	129,116
Advertising and Promotions	75,833	52,785	48,839	177,457
Miscellaneous	(19,556)	-	-	(19,556)
Total Operating Expenses	5,628,264	11,827,695	2,471,234	19,927,193
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	(2,233,084)	4,680,907	302,665	2,750,487
Depreciation	5,061,184	6,935	945	5,069,064
OPERATING INCOME (LOSS)	(7,294,268)	4,673,972	301,720	(2,318,576)
NON-OPERATING REVENUES (EXPENSES)				
Property Taxes	5,939,121	-	-	5,939,121
Personal Property Replacement Tax	198,147	-	-	198,147
Investment Income	(2,272,453)	-	-	(2,272,453)
Miscellaneous Income	14,940	6,719	3,017	24,676
Gain (Loss) on Disposal of Capital Assets	89,100	-	250	89,350
Total Non-Operating Revenues (Expenses)	3,968,856	6,719	3,267	3,978,841
INCOME (LOSS) BEFORE CONTRIBUTIONS & TRANSFERS	(3,325,413)	4,680,690	304,987	1,660,265
Contributions	42,385	-	-	42,385
Transfers In (Out)	-	-	-	-
CHANGE IN NET POSITION	(3,283,028)	4,680,690	304,987	1,702,650
NET POSITION, JANUARY 1	177,161,111	29,033,339	(968,255)	205,226,195
NET POSITION, OCTOBER 31	173,878,083	33,714,030	(663,268)	206,928,845

Total DuPage Airport Authority

STATEMENT OF REVENUES AND EXPENSES

For the Month Ending 10/31/2022

	Month			YTD			2022 Annual Budget	Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance		2022	2021	Variance	2022	2021	Variance
REVENUES													
Airport Operations	\$ 332,333	\$ 318,379	\$ 13,954	\$ 3,410,120	\$ 3,279,315	\$ 130,805	\$ 3,912,072	\$ 332,333	\$ 319,800	\$ 12,533	\$ 3,410,120	\$ 3,094,388	\$ 315,732
Prairie Landing Golf Club	\$ 275,310	\$ 213,076	\$ 62,234	\$ 2,717,103	\$ 2,602,559	\$ 114,544	\$ 2,691,400	\$ 275,310	\$ 238,286	\$ 37,024	\$ 2,717,103	\$ 2,641,210	\$ 75,894
DuPage Flight Center	\$ 1,853,137	\$ 1,034,849	\$ 818,288	\$ 16,515,321	\$ 10,107,926	\$ 6,407,395	\$ 12,140,829	\$ 1,853,137	\$ 1,427,687	\$ 425,450	\$ 16,515,321	\$ 10,914,647	\$ 5,600,674
Total Revenues	\$ 2,460,780	\$ 1,566,304	\$ 894,476	\$ 22,642,544	\$ 15,989,800	\$ 6,652,744	\$ 18,744,301	\$ 2,460,780	\$ 1,985,773	\$ 475,007	\$ 22,642,544	\$ 16,650,245	\$ 5,992,299
OPERATING EXPENSES													
Airport Operations	\$ 284,202	\$ 308,680	\$ (24,478)	\$ 3,109,152	\$ 3,302,954	\$ (193,802)	\$ 4,083,772	\$ 284,202	\$ 347,985	\$ (63,783)	\$ 3,109,152	\$ 2,919,840	\$ 189,313
Prairie Landing Golf Club	\$ 196,770	\$ 186,973	\$ 9,797	\$ 1,813,893	\$ 1,763,326	\$ 50,567	\$ 1,995,803	\$ 196,770	\$ 229,373	\$ (32,603)	\$ 1,813,893	\$ 1,601,955	\$ 211,938
DuPage Flight Center	\$ 1,171,053	\$ 549,411	\$ 621,642	\$ 10,416,543	\$ 5,366,404	\$ 5,050,139	\$ 6,425,959	\$ 1,171,053	\$ 810,337	\$ 360,716	\$ 10,416,543	\$ 5,652,266	\$ 4,764,276
Total Cost of Sales	\$ 1,652,024	\$ 1,045,064	\$ 606,960	\$ 15,339,588	\$ 10,432,684	\$ 4,906,904	\$ 12,505,534	\$ 1,652,024	\$ 1,387,695	\$ 264,330	\$ 15,339,588	\$ 10,174,061	\$ 5,165,527
Gross Profit/(Loss)	\$ 808,756	\$ 521,240	\$ 287,516	\$ 7,302,956	\$ 5,557,116	\$ 1,745,840	\$ 6,238,767	\$ 808,756	\$ 598,079	\$ 210,677	\$ 7,302,956	\$ 6,476,184	\$ 826,772
GENERAL AND ADMINISTRATIVE													
Airport Operations	\$ 159,271	\$ 262,742	\$ (103,471)	\$ 2,310,036	\$ 2,687,893	\$ (377,857)	\$ 3,247,544	\$ 159,271	\$ 209,759	\$ (50,487)	\$ 2,310,036	\$ 2,316,784	\$ (6,748)
Prairie Landing Golf Club	\$ 45,950	\$ 41,338	\$ 4,612	\$ 507,037	\$ 445,353	\$ 61,684	\$ 526,961	\$ 45,950	\$ 59,121	\$ (13,171)	\$ 507,037	\$ 464,782	\$ 42,255
DuPage Flight Center	\$ 128,927	\$ 143,947	\$ (15,020)	\$ 1,411,153	\$ 1,471,871	\$ (60,718)	\$ 1,797,413	\$ 128,927	\$ 171,432	\$ (42,505)	\$ 1,411,153	\$ 1,357,796	\$ 53,357
Total G&A Costs	\$ 334,148	\$ 448,027	\$ (113,879)	\$ 4,228,225	\$ 4,605,117	\$ (376,892)	\$ 5,571,918	\$ 334,148	\$ 440,311	\$ (106,163)	\$ 4,228,225	\$ 4,139,362	\$ 88,864
Operating Income/(Loss)	\$ 474,608	\$ 73,213	\$ 401,395	\$ 3,074,731	\$ 951,999	\$ 2,122,732	\$ 666,849	\$ 474,608	\$ 157,768	\$ 316,840	\$ 3,074,731	\$ 2,336,823	\$ 737,908
NON-OPERATING REVENUES/(EXPENSES)													
Property and Other Tax Revenue	\$ 116,563	\$ 253,257	\$ (136,694)	\$ 6,137,268	\$ 5,027,561	\$ 1,109,707	\$ 6,102,004	\$ 116,563	\$ 101,101	\$ 15,462	\$ 6,137,268	\$ 6,091,327	\$ 45,941
Property Tax Expenses	\$ (22,530)	\$ (30,990)	\$ 8,460	\$ (129,116)	\$ (309,900)	\$ 180,784	\$ (371,880)	\$ (22,530)	\$ (29,207)	\$ 6,678	\$ (129,116)	\$ (221,763)	\$ 92,648
Federal & State Grants	\$ 13,252	\$ 161,804	\$ (148,552)	\$ 42,385	\$ 1,045,309	\$ (1,002,924)	\$ 1,692,525	\$ 13,252	\$ 28,870	\$ (15,617)	\$ 42,385	\$ 525,507	\$ (483,122)
Investment Income	\$ 111,553	\$ 16,667	\$ 94,886	\$ 699,916	\$ 166,670	\$ 533,246	\$ 200,004	\$ 111,553	\$ 2,363	\$ 109,190	\$ 699,916	\$ 62,732	\$ 637,184
Unrealized Gain/Loss from Investments	\$ (310,021)	\$ -	\$ (310,021)	\$ (2,972,368)	\$ -	\$ (2,972,368)	\$ -	\$ (310,021)	\$ -	\$ (310,021)	\$ (2,972,368)	\$ -	\$ (2,972,368)
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ -	\$ 2,500	\$ (2,500)	\$ 89,350	\$ 25,000	\$ 64,350	\$ 30,000	\$ -	\$ (15,959)	\$ 15,959	\$ 89,350	\$ 6,627,289	\$ (6,537,939)
Total Non-Operating Revenues/(Expenses)	\$ (91,183)	\$ 403,238	\$ (494,421)	\$ 3,867,434	\$ 5,954,640	\$ (2,087,206)	\$ 7,652,653	\$ (91,183)	\$ 87,168	\$ (178,351)	\$ 3,867,434	\$ 13,085,091	\$ (9,217,656)
Net Income/(Loss) before Depreciation	\$ 383,425	\$ 476,451	\$ (93,026)	\$ 6,942,165	\$ 6,906,639	\$ 35,526	\$ 8,319,502	\$ 383,425	\$ 244,935	\$ 138,490	\$ 6,942,165	\$ 15,421,913	\$ (8,479,748)
Depreciation	\$ 503,491	\$ 608,287	\$ (104,796)	\$ 5,069,064	\$ 6,082,870	\$ (1,013,806)	\$ 7,299,444	\$ 503,491	\$ 543,371	\$ (39,880)	\$ 5,069,064	\$ 5,527,205	\$ (458,142)
Net Income/(Loss) after Depreciation	\$ (120,066)	\$ (131,836)	\$ 11,770	\$ 1,873,102	\$ 823,769	\$ 1,049,333	\$ 1,020,058	\$ (120,066)	\$ (298,436)	\$ 178,370	\$ 1,873,102	\$ 9,894,708	\$ (8,021,606)
Major Maintenance	\$ 22,323	\$ -	\$ 22,323	\$ 170,452	\$ 1,031,201	\$ (860,749)	\$ 1,031,201	\$ 22,323	\$ 16,714	\$ 5,610	\$ 170,452	\$ 609,538	\$ (439,086)
Engineering Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income/(Loss)	\$ (142,389)	\$ (131,836)	\$ (10,553)	\$ 1,702,650	\$ (207,432)	\$ 1,910,082	\$ (11,143)	\$ (142,389)	\$ (315,149)	\$ 172,760	\$ 1,702,650	\$ 9,285,170	\$ (7,582,520)

Airport and Administration

STATEMENT OF REVENUES AND EXPENSES

For the Month Ending 10/31/2022

	Month			YTD			2022 Annual Budget	Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance		2022	2021	Variance	2022	2021	Variance
REVENUES													
Administrative	\$ 17,953	\$ 10,180	\$ 7,773	\$ 160,903	\$ 106,921	\$ 53,982	\$ 126,011	\$ 17,953	\$ 11,073	\$ 6,879	\$ 160,903	\$ 98,502	\$ 62,401
Field Operations	\$ 33,284	\$ 27,590	\$ 5,694	\$ 424,672	\$ 383,893	\$ 40,779	\$ 436,342	\$ 33,284	\$ 33,515	\$ (231)	\$ 424,672	\$ 413,891	\$ 10,781
Field Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Building Operations	\$ 259,490	\$ 262,859	\$ (3,369)	\$ 2,620,627	\$ 2,611,715	\$ 8,912	\$ 3,137,433	\$ 259,490	\$ 257,611	\$ 1,879	\$ 2,620,627	\$ 2,408,995	\$ 211,632
Flight Center	\$ 21,606	\$ 17,750	\$ 3,856	\$ 203,919	\$ 176,786	\$ 27,133	\$ 212,286	\$ 21,606	\$ 17,601	\$ 4,005	\$ 203,919	\$ 173,000	\$ 30,918
Total Revenues	\$ 332,333	\$ 318,379	\$ 13,954	\$ 3,410,120	\$ 3,279,315	\$ 130,805	\$3,912,072	\$ 332,333	\$ 319,800	\$ 12,533	\$ 3,410,120	\$ 3,094,388	\$ 315,732
OPERATING EXPENSES													
Field Operations	\$ 128,014	\$ 148,003	\$ (19,990)	\$ 1,419,817	\$ 1,550,516	\$ (130,699)	\$ 1,928,826	\$ 128,014	\$ 163,511	\$ (35,498)	\$ 1,419,817	\$ 1,400,314	\$ 19,503
Building Operations	\$ 79,722	\$ 78,498	\$ 1,224	\$ 881,210	\$ 882,203	\$ (993)	\$ 1,077,158	\$ 79,722	\$ 103,322	\$ (23,600)	\$ 881,210	\$ 825,471	\$ 55,739
Flight Center	\$ 18,810	\$ 23,058	\$ (4,248)	\$ 234,909	\$ 253,772	\$ (18,863)	\$ 313,537	\$ 18,810	\$ 21,911	\$ (3,101)	\$ 234,909	\$ 211,348	\$ 23,561
Shop Equip. Operations	\$ 33,807	\$ 34,849	\$ (1,042)	\$ 319,283	\$ 361,030	\$ (41,747)	\$ 444,381	\$ 33,807	\$ 32,830	\$ 977	\$ 319,283	\$ 288,277	\$ 31,006
Projects & Procurement	\$ 23,850	\$ 24,272	\$ (422)	\$ 253,933	\$ 255,433	\$ (1,500)	\$ 319,870	\$ 23,850	\$ 26,410	\$ (2,561)	\$ 253,933	\$ 194,428	\$ 59,505
Total Cost of Sales	\$ 284,202	\$ 308,680	\$ (24,478)	\$ 3,109,152	\$ 3,302,954	\$ (193,802)	\$4,083,772	\$ 284,202	\$ 347,985	\$ (63,783)	\$ 3,109,152	\$ 2,919,840	\$ 189,313
Gross Profit/(Loss)	\$ 48,131	\$ 9,699	\$ 38,432	\$ 300,968	\$ (23,639)	\$ 324,607	-\$171,700	\$ 48,131	\$ (28,184)	\$ 76,316	\$ 300,968	\$ 174,549	\$ 126,419
GENERAL AND ADMINISTRATIVE													
Administrative	\$ 124,609	\$ 223,500	\$ (98,891)	\$ 1,948,180	\$ 2,258,838	\$ (310,658)	\$ 2,734,187	\$ 124,609	\$ 183,175	\$ (58,566)	\$ 1,948,180	\$ 1,942,680	\$ 5,500
Commissioners	\$ 9,335	\$ 8,978	\$ 357	\$ 88,290	\$ 89,780	\$ (1,490)	\$ 107,736	\$ 9,335	\$ 8,580	\$ 755	\$ 88,290	\$ 89,137	\$ (847)
Business Dev./Marketing	\$ 5,637	\$ 6,650	\$ (1,013)	\$ 64,770	\$ 85,550	\$ (20,780)	\$ 95,850	\$ 5,637	\$ (9,679)	\$ 15,316	\$ 64,770	\$ 46,055	\$ 18,714
Accounting	\$ 19,691	\$ 23,614	\$ (3,923)	\$ 208,797	\$ 253,725	\$ (44,928)	\$ 309,771	\$ 19,691	\$ 27,683	\$ (7,992)	\$ 208,797	\$ 238,912	\$ (30,115)
Total G&A Costs	\$ 159,271	\$ 262,742	\$ (103,471)	\$ 2,310,036	\$ 2,687,893	\$ (377,857)	\$3,247,544	\$ 159,271	\$ 209,759	\$ (50,487)	\$ 2,310,036	\$ 2,316,784	\$ (6,748)
Operating Income/(Loss)	\$ (111,140)	\$ (253,043)	\$ 141,903	\$ (2,009,068)	\$ (2,711,532)	\$ 702,464	(\$3,419,244)	\$ (111,140)	\$ (237,943)	\$ 126,803	\$ (2,009,068)	\$ (2,142,235)	\$ 133,167
NON-OPERATING REVENUES/(EXPENSES)													
Property and Other Tax Revenue	\$ 116,563	\$ 253,257	\$ (136,694)	\$ 6,137,268	\$ 5,027,561	\$ 1,109,707	\$ 6,102,004	\$ 116,563	\$ 101,101	\$ 15,462	\$ 6,137,268	\$ 6,091,327	\$ 45,941
Property Tax Expenses	\$ (17,682)	\$ (25,990)	\$ 8,308	\$ (92,923)	\$ (259,900)	\$ 166,977	\$ (311,880)	\$ (17,682)	\$ (24,294)	\$ 6,612	\$ (92,923)	\$ (248,434)	\$ 155,511
Federal & State Grants	\$ 13,252	\$ 161,804	\$ (148,552)	\$ 42,385	\$ 1,045,309	\$ (1,002,924)	\$ 1,692,525	\$ 13,252	\$ 28,870	\$ (15,617)	\$ 42,385	\$ 525,507	\$ (483,122)
Investment Income	\$ 111,553	\$ 16,667	\$ 94,886	\$ 699,916	\$ 166,670	\$ 533,246	\$ 200,004	\$ 111,553	\$ 2,363	\$ 109,190	\$ 699,916	\$ 62,732	\$ 637,184
Unrealized Gain/Loss from Investments	\$ (310,021)	\$ -	\$ (310,021)	\$ (2,972,368)	\$ -	\$ (2,972,368)	\$ -	\$ (310,021)	\$ -	\$ (310,021)	\$ (2,972,368)	\$ -	\$ (2,972,368)
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ -	\$ 2,500	\$ (2,500)	\$ 89,100	\$ 25,000	\$ 64,100	\$ 30,000	\$ -	\$ (15,959)	\$ 15,959	\$ 89,100	\$ 6,625,114	\$ (6,536,014)
Total Non-Operating Revenues/(Expenses)	\$ (86,335)	\$ 408,238	\$ (494,573)	\$ 3,903,377	\$ 6,004,640	\$ (2,101,263)	\$7,712,653	\$ (86,335)	\$ 92,081	\$ (178,416)	\$ 3,903,377	\$ 13,056,245	\$ (9,152,868)
Net Income/(Loss) before Depreciation	\$ (197,475)	\$ 155,195	\$ (352,670)	\$ 1,894,308	\$ 3,293,108	\$ (1,398,800)	\$4,293,409	\$ (197,475)	\$ (145,862)	\$ (51,614)	\$ 1,894,308	\$ 10,914,010	\$ (9,019,701)
Depreciation	\$ 502,765	\$ 607,510	\$ (104,745)	\$ 5,061,184	\$ 6,075,100	\$ (1,013,916)	\$ 7,290,120	\$ 502,765	\$ 542,471	\$ (39,706)	\$ 5,061,184	\$ 5,518,205	\$ (457,021)
Net Income/(Loss) after Depreciation	\$ (700,241)	\$ (452,315)	\$ (247,926)	\$ (3,166,876)	\$ (2,781,992)	\$ (384,884)	(\$2,996,711)	\$ (700,241)	\$ (688,333)	\$ (11,908)	\$ (3,166,876)	\$ 5,395,805	\$ (8,562,680)
Major Maintenance	\$ 22,323	\$ -	\$ 22,323	\$ 116,152	\$ 949,535	\$ (833,383)	\$949,535	\$ 22,323	\$ -	\$ 22,323	\$ 116,152	\$ 69,017	\$ 47,135
Engineering Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income/(Loss)	\$ (722,564)	\$ (452,315)	\$ (270,249)	\$ (3,283,028)	\$ (3,731,527)	\$ 448,499	(\$3,946,246)	\$ (722,564)	\$ (688,333)	\$ (34,231)	\$ (3,283,028)	\$ 5,326,788	\$ (8,609,815)

DuPage Flight Center

STATEMENT OF REVENUES AND EXPENSES

For the Month Ending 10/31/2022

	Month			YTD			2022 Annual Budget	Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance		2022	2021	Variance	2022	2021	Variance
REVENUES													
Hangar Rentals	\$ 34,907	\$ 30,000	\$ 4,907	\$ 436,674	\$ 335,000	\$ 101,674	\$ 430,000	\$ 34,907	\$ 23,484	\$ 11,423	\$ 436,674	\$ 356,784	\$ 79,890
Ramp Tie Downs & Overnight fees	\$ 4,301	\$ 2,000	\$ 2,301	\$ 31,093	\$ 20,000	\$ 11,093	\$ 24,000	\$ 4,301	\$ 3,612	\$ 689	\$ 31,093	\$ 32,760	\$ (1,667)
Fuel and Oil Sales	\$ 1,809,093	\$ 995,571	\$ 813,522	\$ 15,985,515	\$ 9,681,775	\$ 6,303,740	\$ 11,601,368	\$ 1,809,093	\$ 1,394,681	\$ 414,412	\$ 15,985,515	\$ 10,442,824	\$ 5,542,691
Volume Rebate	\$ -	\$ -	\$ -	\$ (39,350)	\$ -	\$ (39,350)	\$ -	\$ -	\$ -	\$ -	\$ (39,350)	\$ -	\$ (39,350)
Line Service Other	\$ 3,670	\$ 5,833	\$ (2,163)	\$ 88,970	\$ 58,330	\$ 30,640	\$ 69,996	\$ 3,670	\$ 4,661	\$ (991)	\$ 88,970	\$ 70,698	\$ 18,273
Aircraft Catering	\$ 206	\$ 792	\$ (586)	\$ 5,699	\$ 7,920	\$ (2,221)	\$ 9,504	\$ 206	\$ 549	\$ (343)	\$ 5,699	\$ 6,543	\$ (844)
Non Airfield Rent/Lease/Maintenance Revenue	\$ 960	\$ 653	\$ 307	\$ 6,719	\$ 4,901	\$ 1,818	\$ 5,961	\$ 960	\$ 700	\$ 260	\$ 6,719	\$ 5,038	\$ 1,680
Total Revenue	\$ 1,853,137	\$ 1,034,849	\$ 818,288	\$ 16,515,321	\$ 10,107,926	\$ 6,407,395	\$ 12,140,829	\$ 1,853,137	\$ 1,427,687	\$ 425,450	\$ 16,515,321	\$ 10,914,647	\$ 5,600,674
OPERATING EXPENSES													
Fuel and Oil Cost of Sales	\$ 1,110,855	\$ 508,143	\$ 602,712	\$ 9,894,154	\$ 4,936,492	\$ 4,957,662	\$ 5,910,691	\$ 1,110,855	\$ 762,138	\$ 348,717	\$ 9,894,154	\$ 5,251,908	\$ 4,642,246
De ice Cost of Goods	\$ -	\$ -	\$ -	\$ 16,426	\$ 27,500	\$ (11,074)	\$ 34,000	\$ -	\$ -	\$ -	\$ 16,426	\$ 4,508	\$ 11,918
Credit Card Expense	\$ 25,707	\$ 13,836	\$ 11,871	\$ 224,526	\$ 127,138	\$ 97,388	\$ 152,812	\$ 25,707	\$ 17,428	\$ 8,279	\$ 224,526	\$ 142,432	\$ 82,094
Food - COGS	\$ 6,646	\$ 7,150	\$ (504)	\$ 64,011	\$ 70,600	\$ (6,589)	\$ 84,600	\$ 6,646	\$ 6,958	\$ (312)	\$ 64,011	\$ 66,766	\$ (2,754)
Maintenance	\$ 27,845	\$ 20,282	\$ 7,563	\$ 217,425	\$ 204,674	\$ 12,751	\$ 243,856	\$ 27,845	\$ 23,812	\$ 4,033	\$ 217,425	\$ 186,653	\$ 30,772
Total Cost of Sales	\$ 1,171,053	\$ 549,411	\$ 621,642	\$ 10,416,543	\$ 5,366,404	\$ 5,050,139	\$ 6,425,959	\$ 1,171,053	\$ 810,337	\$ 360,716	\$ 10,416,543	\$ 5,652,266	\$ 4,764,276
Gross Profit/(Loss)	\$ 682,084	\$ 485,438	\$ 196,646	\$ 6,098,778	\$ 4,741,522	\$ 1,357,256	\$ 5,714,870	\$ 682,084	\$ 617,350	\$ 64,735	\$ 6,098,778	\$ 5,262,381	\$ 836,397
GENERAL AND ADMINISTRATIVE	\$ 128,927	\$ 143,947	\$ (15,020)	\$ 1,411,153	\$ 1,471,871	\$ (60,718)	\$ 1,797,413	\$ 128,927	\$ 171,432	\$ (42,505)	\$ 1,411,153	\$ 1,357,796	\$ 53,357
Operating Income/(Loss)	\$ 553,157	\$ 341,491	\$ 211,666	\$ 4,687,625	\$ 3,269,651	\$ 1,417,974	\$ 3,917,457	\$ 553,157	\$ 445,918	\$ 107,239	\$ 4,687,625	\$ 3,904,584	\$ 783,041
Net Income/(Loss) before Depreciation	\$ 553,157	\$ 341,491	\$ 211,666	\$ 4,687,625	\$ 3,269,651	\$ 1,417,974	\$ 3,917,457	\$ 553,157	\$ 445,918	\$ 107,239	\$ 4,687,625	\$ 3,904,584	\$ 783,041
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	\$ (522,101)
Net Income/(Loss)	\$ 552,464	\$ 340,798	\$ 211,666	\$ 4,680,690	\$ 3,262,721	\$ 1,417,969	\$ 3,909,141	\$ 552,464	\$ 437,996	\$ 114,468	\$ 4,680,690	\$ 3,375,549	\$ 1,305,141

Prairie Landing Golf Club
STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 10/31/2022

	Month			YTD			2022 Annual Budget	Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance		2022	2021	Variance	2022	2021	Variance
REVENUES													
P100 - Golf Administration	\$ 269	\$ 130	\$ 139	\$ 3,017	\$ 2,318	\$ 699	\$ 2,500	\$ 269	\$ 197	\$ 72	\$ 3,017	\$ 1,633	\$ 1,384
P300 - Golf Operations	\$ 146,683	\$ 112,288	\$ 34,395	\$ 1,537,226	\$ 1,543,731	\$ (6,505)	\$ 1,582,000	\$ 146,683	\$ 141,922	\$ 4,761	\$ 1,537,226	\$ 1,589,081	\$ (51,855)
P400 - Golf Food and Beverage	\$ 38,508	\$ 28,308	\$ 10,200	\$ 386,639	\$ 362,060	\$ 24,579	\$ 365,000	\$ 38,508	\$ 40,532	\$ (2,024)	\$ 386,639	\$ 386,544	\$ 94
P500 - Golf Banquets	\$ 91,107	\$ 57,000	\$ 34,107	\$ 251,492	\$ 296,700	\$ (45,208)	\$ 332,700	\$ 91,107	\$ 37,737	\$ 53,371	\$ 251,492	\$ 185,624	\$ 65,868
P600 - Golf In-house Events	\$ -	\$ 4,000	\$ (4,000)	\$ 15,711	\$ 35,500	\$ (19,789)	\$ 45,000	\$ -	\$ -	\$ -	\$ 15,711	\$ 16,390	\$ (680)
P700 - Golf Outings	\$ (2,641)	\$ 10,000	\$ (12,641)	\$ 510,353	\$ 350,000	\$ 160,353	\$ 350,000	\$ (2,641)	\$ 16,646	\$ (19,286)	\$ 510,353	\$ 453,798	\$ 56,555
P900 - Kitty Hawk Café	\$ 1,383	\$ 1,350	\$ 33	\$ 12,666	\$ 12,250	\$ 416	\$ 14,200	\$ 1,383	\$ 1,252	\$ 131	\$ 12,666	\$ 8,139	\$ 4,527
Total Revenue	\$ 275,310	\$ 213,076	\$ 62,234	\$ 2,717,103	\$ 2,602,559	\$ 114,544	\$ 2,691,400	\$ 275,310	\$ 238,286	\$ 37,024	\$ 2,717,103	\$ 2,641,210	\$ 75,894
OPERATING EXPENSES													
P200 - Golf Maintenance	\$ 75,887	\$ 78,666	\$ (2,779)	\$ 670,044	\$ 741,981	\$ (71,937)	\$ 853,488	\$ 75,887	\$ 104,248	\$ (28,362)	\$ 670,044	\$ 679,099	\$ (9,055)
P300 - Golf Operations	\$ 37,675	\$ 33,676	\$ 3,999	\$ 365,334	\$ 317,689	\$ 47,645	\$ 347,197	\$ 37,675	\$ 43,271	\$ (5,596)	\$ 365,334	\$ 308,153	\$ 57,181
P400 - Golf Food and Beverage	\$ 15,666	\$ 23,290	\$ (7,624)	\$ 262,085	\$ 236,367	\$ 25,718	\$ 255,428	\$ 15,666	\$ 38,617	\$ (22,951)	\$ 262,085	\$ 242,854	\$ 19,231
P500 - Golf Banquets	\$ 49,505	\$ 30,670	\$ 18,835	\$ 239,417	\$ 221,197	\$ 18,220	\$ 253,104	\$ 49,505	\$ 20,373	\$ 29,132	\$ 239,417	\$ 152,446	\$ 86,971
P600 - Golf In-house Events	\$ (45)	\$ 2,002	\$ (2,047)	\$ 7,435	\$ 17,769	\$ (10,334)	\$ 22,524	\$ (45)	\$ -	\$ (45)	\$ 7,435	\$ 6,356	\$ 1,079
P700 - Golf Outings	\$ (2,485)	\$ 1,421	\$ (3,906)	\$ 62,863	\$ 49,942	\$ 12,921	\$ 49,942	\$ (2,485)	\$ 2,487	\$ (4,972)	\$ 62,863	\$ 56,000	\$ 6,863
P800 - Golf Kitchen	\$ 19,184	\$ 15,898	\$ 3,286	\$ 194,049	\$ 166,131	\$ 27,918	\$ 199,920	\$ 19,184	\$ 19,123	\$ 60	\$ 194,049	\$ 148,907	\$ 45,141
P900 - Kitty Hawk Café	\$ 1,383	\$ 1,350	\$ 33	\$ 12,666	\$ 12,250	\$ 416	\$ 14,200	\$ 1,383	\$ 1,252	\$ 131	\$ 12,666	\$ 8,139	\$ 4,527
Total Cost of Sales	\$ 196,770	\$ 186,973	\$ 9,797	\$ 1,813,893	\$ 1,763,326	\$ 50,567	\$ 1,995,803	\$ 196,770	\$ 229,373	\$ (32,603)	\$ 1,813,893	\$ 1,601,955	\$ 211,938
Gross Profit/(Loss)	\$ 78,540	\$ 26,103	\$ 52,437	\$ 903,211	\$ 839,233	\$ 63,978	\$ 695,597	\$ 78,540	\$ 8,913	\$ 69,627	\$ 903,211	\$ 1,039,255	\$ (136,044)
GENERAL AND ADMINISTRATIVE	\$ 45,950	\$ 41,338	\$ 4,612	\$ 507,037	\$ 445,353	\$ 61,684	\$ 526,961	\$ 45,950	\$ 59,121	\$ (13,171)	\$ 507,037	\$ 464,782	\$ 42,255
Operating Income/(Loss)	\$ 32,591	\$ (15,235)	\$ 47,826	\$ 396,174	\$ 393,880	\$ 2,294	\$ 168,636	\$ 32,591	\$ (50,208)	\$ 82,798	\$ 396,174	\$ 574,473	\$ (178,299)
NON-OPERATING REVENUES/(EXPENSES)													
Property Tax Expenses	\$ (4,848)	\$ (5,000)	\$ 152	\$ (36,192)	\$ (50,000)	\$ 13,808	\$ (60,000)	\$ (4,848)	\$ (4,913)	\$ 66	\$ (36,192)	\$ 26,671	\$ (62,863)
Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gain on Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ 250	\$ -	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ 2,175	\$ (1,925)
Net Income/(Loss) before Depreciation & Adj.	\$ 27,743	\$ (20,235)	\$ 47,978	\$ 360,232	\$ 343,880	\$ 16,352	\$ 108,636	\$ 27,743	\$ (55,121)	\$ 82,864	\$ 360,232	\$ 603,319	\$ (243,087)
Depreciation	\$ 32	\$ 84	\$ (52)	\$ 945	\$ 840	\$ 105	\$ 1,008	\$ 32	\$ 207	\$ (175)	\$ 945	\$ 2,065	\$ (1,121)
Major Maintenance	\$ -	\$ -	\$ -	\$ 54,300	\$ 81,666	\$ (27,366)	\$ 81,666	\$ -	\$ 9,485	\$ (9,485)	\$ 54,300	\$ 18,420	\$ 35,880
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income/(Loss)	\$ 27,711	\$ (20,319)	\$ 48,030	\$ 304,987	\$ 261,374	\$ 43,613	\$ 25,962	\$ 27,711	\$ (64,813)	\$ 92,524	\$ 304,987	\$ 582,833	\$ (277,846)



Accounts Receivable Aging Report Over 60 Days Past Due

Customer No.	Customer Name	Current @ 10/31/22	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	0.00	-2,657.00	0.00	-20.00	104,993.25	102,316.25	45.68%
A-RSA01	RSH Aviation, Inc.	0.00	3,272.00	3,272.00	0.00	43,362.48	49,906.48	22.28%
A-MUM02	Matt Mukenschnabl	0.00	800.00	800.00	0.00	20,332.02	21,932.02	9.79%
A-AFS01	AVEL FLIGHT SCHOOL, INC.	0.00	0.00	0.00	0.00	13,640.00	13,640.00	6.09%
A-TEA03	TRAVEL EXPRESS MAINTENANCE	0.00	0.00	0.00	0.00	12,568.30	12,568.30	5.61%
A-GLL01	Glenway Leasing	0.00	10.00	10.00	0.00	5,980.13	6,000.13	2.68%
A-BAJ02	Airboss Private Aviation Services	0.00	3,427.00	3,427.00	0.00	4,289.56	11,143.56	4.98%
A-PMI01	PRO-MOLD & DIE	0.00	1,381.00	1,381.00	0.00	2,762.00	5,524.00	2.47%
A-GOA01	ALLAN GOLDSTEIN	0.00	0.00	0.00	0.00	554.00	554.00	0.25%
A-DOJ01	JOE DOLLENS	0.00	79.00	79.00	0.00	237.00	395.00	0.18%
Report Total:		-	6,312.00	8,969.00	(20.00)	208,718.74	223,979.74	
Percent of Total:		0.00%	2.82%	4.00%	-0.01%	93.19%	100.00%	



**BOARD OF COMMISSIONERS
MEETING/HOLIDAY CALENDAR
2023**

January

<i>01/01/23</i>	<i>Sunday</i>	---	<i>New Year's Day</i>	
<i>01/02/23</i>	<i>Monday</i>	---	DAA HOLIDAY – ** (New Year's Day Observed)**	
01/09/23	Monday	10:00 a.m.	Budget Public Hearing	Flight Center
01/11/23	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
01/18/23	Wednesday	1:30 p.m.	Golf Committee	Flight Center
01/18/23	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
01/18/23	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
01/18/23	Wednesday	3:00 p.m.	Regular/Annual Board Meeting	Flight Center

February

NO SCHEDULED MEETINGS

March

03/01/23	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
03/08/23	Wednesday	1:30 p.m.	Golf Committee	Flight Center
03/08/23	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
03/08/23	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
03/08/23	Wednesday	3:00 p.m.	Regular Board	Flight Center

April

NO SCHEDULED MEETINGS

May

05/10/23	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
05/17/23	Wednesday	1:30 p.m.	Golf Committee	Flight Center
05/17/23	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
05/17/23	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
05/17/23	Wednesday	3:00 p.m.	Regular Board	Flight Center
<i>05/29/23</i>	<i>Monday</i>	---	DAA HOLIDAY – **Memorial Day**	

June

06/14/23	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
06/21/23	Wednesday	1:30 p.m.	Golf Committee	Flight Center
06/21/23	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
06/21/23	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
06/21/23	Wednesday	3:00 p.m.	Regular Board	Flight Center

July

NO SCHEDULED MEETINGS

07/04/23 Tuesday --- DAA HOLIDAY – **Independence Day**

August

NO SCHEDULED MEETINGS

September

09/04/23	Monday	---	DAA HOLIDAY – ** Labor Day**	
09/13/23	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
09/20/23	Wednesday	1:30 p.m.	Golf Committee	Flight Center
09/20/23	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
09/20/23	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
09/20/23	Wednesday	3:00 p.m.	Regular Board	Flight Center

October

NO SCHEDULED MEETINGS

November

11/08/23	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
11/15/23	Wednesday	1:30 p.m.	Golf Committee	Flight Center
11/15/23	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
11/15/23	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
11/15/23	Wednesday	3:00 p.m.	Regular Board	Flight Center
11/23/23	Thursday	---	DAA HOLIDAY – **Thanksgiving Day**	

December

NO SCHEDULED MEETINGS

12/25/23 Monday --- DAA HOLIDAY – **Christmas Day**

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 2022-377; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2023 and Ending December 31, 2023

DATE: November 10, 2022

Staff is pleased to present for your review the Tentative FY'23 DuPage Airport Authority 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:

- November 1, 2022 Special Finance Committee reviewed the Preliminary FY'23 Operating and Capital Plan. Minor revisions (utility costs, Property and Casualty insurance and both revenues and expenses related to providing U.S. Customs) were compiled and completed to allow for a Tentative FY'23 Operating and Capital Plan to be transmitted to the full Board for review and consideration on November 16, 2022.
- November 16, 2022 FY'23 Tentative Operating and Capital Improvements Plan presented to the Board for consideration
- December 1, 2022 Tentative Date - FY'23 Operating and Capital Improvements Plan submitted to DuPage County Board Chairman
- January 9, 2023 Public Hearing for FY'23 Operating Plan and Capital Improvements Plan
- January 18, 2023 Board approval of Ordinance Adopting FY'23 Budget & Appropriations Ordinance

The impacts of the COVID pandemic and inflation continue to impact all our operations. 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 \$531,991.

However, the Board has planned for and maintained adequate operating reserves in the event pandemic impacts occur, inflationary issues continue to grow and/or global conflict(s) increase in severity.

The net income, before depreciation, is anticipated to be approximately \$19.5M.

While staff is hopeful these pandemic and inflationary impacts will lessen in 2023, 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'23 Operating Plan Assumptions

- Head count increases by 3 to a total of 73 for FY'23.
- 3% cost of living and 2% merit increase for Full-time staff effective in April. Total annualized cost is \$176,000.
- DAA Health Insurance costs are budgeted to increase 12% over 2022. This is driven by an additional 6 HC elected medical coverage 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. This plan does not include an abatement. There was no abatement by the Authority in FY'22.
- 100% of the planned collected levy is programmed including an additional \$6.6M of previous tax revenue from reserve.
- Gain on Sale of Fixed Assets includes \$30,000 for sale of miscellaneous, obsolete assets and land sales revenue anticipated of \$7,941,204 is planned for in the proposed FY'23 budget.

Airport Operations

- One (1) new IT tech is budgeted.
- \$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).
- 4.5% - 6.0% increase on month-to-month hangar and tie down rents effective January 1, 2023. Ordinance to implement is up for consideration at the November 16th Board meeting.
- Based upon market conditions, Property and Causality insurance has initially budgeted to increase 8.3% from our forecasted FY'22 costs. Final renewal costs were received the evening before the Special Finance meeting. Final renewal costs were a 15.6% increase on the Airport and 10.0% for Prairie Landing resulting in a total increase of \$39,800 above what was initially planned for. The increased costs have been included in the current Operating Plan.

Flight Center Operations

- Aviation fuel sales (Jet A and 100LL) volumes are planned to increase from FY'22 budgeted and less than estimated FY'22 actual volumes:

	FY'22 Budget	FY'22 Est. Actual	FY'23 Budget	FY'23 Budget vs. FY'22 Budget
Jet A	2,300,000	2,700,000	2,513,000	9.3%
100LL	224,000	239,000	231,840	3.5%
	2,524,000	2,939,000	2,744,840	8.8%

- Slightly lower margins are planned for than have occurred in FY'22.
- Cost of fuel planned for a 7.0% increase over FY'22 actual costs per gallon.
- One (1) new counter position is budgeted to ensure adequate staffing and safety during operations.

Prairie Landing Operations

- One (1) new Golf Operations position is budgeted.
- FY'23 rounds are budgeted at 25,000 vs FY'22 budget of 27,500. We expect to finish FY'22 with between 24,500 and 26,000 rounds.
- FY'23 has 10 weddings budgeted vs. FY'22 of 20. FY'22 will end with 11 actual weddings.
- 50 golf outings are budgeted in FY'23. In FY '22 we have 48 actual outings.

Capital

- Capital plan totals \$35.5M, including \$22.3M of carry-over from FY'22 and possible grant funding of \$4.7M.
- Planned construction of a new hangar on the South Hightail ramp for a total cost of \$19.1M to be paid with Restricted Cash from the prior sale of airport land. This was a budgeted and approved project in 2022. \$18.4M will be carried over to 2023.
- Airport Perimeter Security & Wildlife Fencing (Phase 2), \$1.7M (\$84,612 DAA share)
- Carry-over of Runway 10/28 Avigation Easement acquisition, \$1.4M
- Possible grant-funded projects total \$5.03M with Federal and State funding of \$4.72M (94%) and DAA funding of \$307K (6%).
- Upgrade of Flight Center elevators \$1.5M (was originally planned to be phased)
- Replacement of the Prairie Landing irrigation system \$2.8M (bid in 2023, however due to market conditions may not be completed in 2023).

Major Maintenance

- Major Maintenance plan totals \$906K for the protection and upgrade of assets for the Airport, Flight Center, and Prairie Landing operations.
- Examples of major maintenance projects include Stormwater Drainage canal and pond maintenance, Flight Center Deck face and retaining wall repairs, Airfield Pavement marking, Demo of Comm Building and other smaller projects.

This Tentative FY'23 Operating and Capital Plan results in the following Forecasted Ending Cash Balance:

	<u>Beginning</u> <u>Jan. 1, 2023</u>	<u>Ending</u> <u>Dec. 31, 2023</u>	<u>Net</u> <u>Change</u>
Unrestricted (inc. \$5M 12-month operating reserve)	12,429,880	13,246,683	816,803
Property Tax	8,730,836	2,152,616	(6,578,220)
Restricted Funds	55,873,827	48,857,797	(7,016,029)
Forecast Total Cash Balance	\$77,034,543	\$64,257,096	(\$12,777,446)

The FY'23 forecasted ending Property Tax cash balance is down as our Capital budget includes \$12.3M of property tax funded projects.

The FY'23 forecasted ending Restricted funds is down due to the construction of a new hangar on the South Hightail ramp. This reduction is partially mitigated due to expected net cash from land sales of \$10.1M for two parcels on the Business Park.

This proposed plan provides for balances that can accommodate additional negative impacts due to the continued COVID pandemic, inflation, and global issues.

Possible Additional Negative Impacts not included in Preliminary 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 2023.
- If margins on aviation fuel sales can be maintained at FY'22 rates for the FY'23 projected sales volumes, a possible increase of up to \$615,000 net could be realized.

FY'23 will continue to be a challenge for all governmental, 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 Tentative 2023 Operating and Capital Plan at your meeting on November 16, 2022.

PREVIOUS COMMITTEE/BOARD ACTION:

November 1, 2022 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 state holders have been identified at this time.

LEGAL REVIEW:

Legal review is not necessary.

ATTACHMENTS:

- Proposed Ordinance 2022-377; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2023 and Ending December 31, 2023
- FY'23 Tentative Operating and Capital Improvement 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 2022-377; Adopting the Tentative Budget and Appropriations Ordinance for the DuPage Airport Authority for the Fiscal Year Beginning January 1, 2023 and Ending December 31, 2023.



2023

DUPAGE AIRPORT AUTHORITY
FOR THE FISCAL YEAR OF 2023

WEST CHICAGO, ILLINOIS

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DUPAGE AIRPORT AUTHORITY

Fiscal Year 2023 Tentative Operating and Capital Improvements Plan

For the period January 1, 2023 - December 31, 2023
DuPage Airport Authority
West Chicago, IL

Board of Commissioners

Herbert A. Getz, Chairman
Gina R. LaMantia, Vice Chairman
Daniel J. Wagner, Secretary
Michael V. Ledonne, Treasurer
Karyn M. Charvat
Juan E. Chavez
Joshua S. Davis
Anthony M. Giunti Jr.
Noreen M. Ligino-Kubinski

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

TABLE OF CONTENTS

TRANSMITTAL LETTER	6
AWARD	7
ORGANIZATIONAL CHART	8
PAYROLL HEADCOUNT	9
STRATEGIC GOALS	10
FINANCIAL POLICIES	12
BUDGET TIMELINE	17
BUDGET SUMMARIES	18
DEPARTMENT BUDGETS	
A100 - Administration	
Summary	28
Budget	29
A150 – Procurement & Project Management	
Summary	30
Budget	31
A200 – Field Maintenance	
Summary	32
Budget	33
A300 – Building Maintenance	
Summary	34
Budget	35
A400 – Flight Center Building Maintenance	
Summary	36
Budget	37
A500 – Equipment Maintenance	
Summary	38
Budget	39
A600 - Commissioners	
Summary	40
Budget	41
A700 – Business Development	
Summary	42
Budget	43
A800 – Finance & Accounting	
Summary	44
Budget	45
F100 – DuPage Flight Center	
Summary	47
Budget	48

P100 – Golf Administration	
Summary _____	50
Budget _____	51
P200 – Golf Maintenance	
Summary _____	52
Budget _____	53
P300 – Golf Operations	
Summary _____	54
Budget _____	55
P400-P700 – Consolidated Food & Beverage	
Summary _____	56
Budget _____	57
P400 – Food & Beverage (a la carte)	
Summary _____	58
Budget _____	59
P500 – Banquets	
Summary _____	60
Budget _____	61
P600 – In-House Events	
Summary _____	62
Budget _____	63
P700 – Golf Outings	
Summary _____	64
Budget _____	65
P800 – Golf Kitchen	
Summary _____	66
Budget _____	67
P900 – Kitty Hawk Cafe	
Summary _____	68
Budget _____	69
<i>CAPITAL IMPROVEMENTS & MAJOR MAINTENANCE</i>	
Capital & Major Maintenance Plan _____	71
Capital Program & Major Maintenance Summary _____	74
<i>TENTATIVE BUDGET & APPROPRIATIONS ORDINANCE _____</i>	83
<i>APPENDIX</i>	
Acronyms & Glossary of Terms _____	90



DUPAGE AIRPORT AUTHORITY

November 16, 2022

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 2023 DuPage Airport Authority Operating and Capital Improvements Budget for the fiscal year beginning January 1, 2023, and ending December 31, 2023. The Authority oversees three main areas of operation: the DuPage Airport, the DuPage Flight Center, and the Prairie Landing Golf Club.

The proposed FY2023 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 November 1, 2022, for review before the formal presentation to the full Board of Commissioners on November 16, 2022. The Board's approval of the Budget and Appropriation Ordinance is tentatively scheduled for January 18, 2023. 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, 2022. 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 FY2023 Budget will be the Authority's sixth 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 FY2023 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

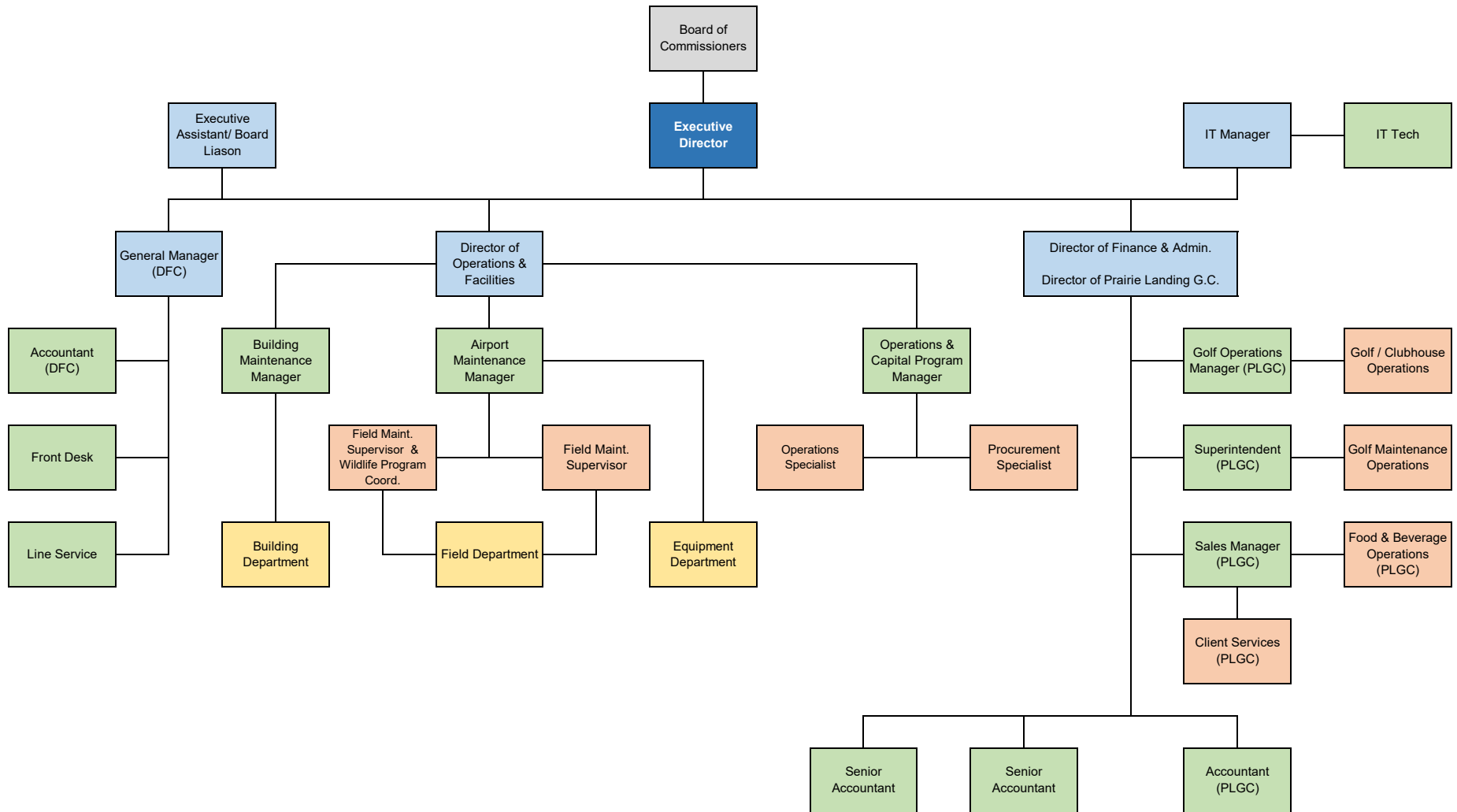
January 01, 2022

Christopher P. Morrill

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, 2023

	<u>FY2021 Prior</u>	<u>FY2022 Budget</u>	<u>FY2023 Budget</u>	<u>2023 vs. 2022</u>
DEPARTMENT				
AIRPORT AUTHORITY				
DAA Commissioners	9	9	9	0
Administration	5	5	6	1
Procurement/Project Mgmt.	2	3	3	0
Field Maintenance	9	9	9	0
Buildings Maintenance	5	5	5	0
Equipment Maintenance	2	3	3	0
Marketing	0	0	0	0
Finance	2	2	2	0
TOTAL AIRPORT AUTHORITY	<u>34</u>	<u>36</u>	<u>37</u>	<u>1</u>
FLIGHT CENTER				
Line Service	14	16	16	0
Counter	4	4	5	1
Accounting	1	1	1	0
TOTAL FLIGHT CENTER	<u>19</u>	<u>21</u>	<u>22</u>	<u>1</u>
GOLF COURSE				
Food, Beverage, Banquets	4	5	5	0
Administration/Accounting	1	2	2	0
Golf Operations	2	1	2	1
Maintenance	5	5	5	0
TOTAL GOLF COURSE	<u>12</u>	<u>13</u>	<u>14</u>	<u>1</u>
GRAND TOTAL	<u><u>65</u></u>	<u><u>70</u></u>	<u><u>73</u></u>	<u><u>3</u></u>

Notes on Staffing Changes:

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

STRATEGIC GOALS

We have identified several goals and corresponding metrics to help achieve the strategic goals outlined in our transmittal letter. They are as follows:

Entity Wide Goals

- A new strategic goal that the Airport will implement in 2023 is an entity wide training plan. This plan will be developed and centrally managed. The plan will encompass both internal and external training and will include organization wide training, group training and individual training as appropriate.
- Employee Turnover - We strive to have a happy, healthy, and rewarding work environment. While people may leave a job at the Authority for various reasons, we strive to keep our turnover rate low.
- Green Initiative – We will be developing a goal centered around our green initiative. This goal will include items such as continuing to make our facilities more efficient, identifying possible use of solar generation and/or locations for solar farm development, and supporting the movement to Sustainable Aviation Fuel (SAF).

DuPage Airport and Flight Center Goals

- The Authority prides itself on being able to keep our airport fully operational no matter what the weather or circumstances allowing our customers to operate efficiently in a safe and secure manner.
- Occupancy rate. As a public entity, we strive to maximize the efficiency of which we use our assets. While we continue to grow our occupancy capacity, we always strive to have a robust occupancy rate. This requires servicing more customers and generating more income for the airport and economic benefits for the County and region.
- Annual Airport Operations. The prior two goals feed into our annual operations goals. Annual airport operations are the number of takeoffs and landings at DuPage Airport. Operations data is tracked and disseminated by the Federal Aviation Administration.
- Fuel Sales. The Authority receives a large portion of our revenue from fuel sales through the DuPage Flight Center operation. While increased occupancy and operations positively impact this revenue, there are other factors we need to manage to increase fuel sales. Fuel pricing must be competitive in the Chicagoland market along with amenities and infrastructure provided to support the needs of the customer.

Prairie Landing Golf Club Goals

- Number of Golf Rounds - We are a public course and strive to make our course a recreational destination for both our local community and the entire region. Prairie Landing is ranked as one of the best public golf courses in the State and the nation. We offer value-added membership programs, daily play, and outings. We track how many rounds of golf are played each year in several categories as this helps us gauge success of the programs and public interest in the marketplace, in turn, helping us positively impact profitability.
- Food and Beverage (F&B) Gross Margin - We have multiple F&B channels at Prairie Landing. We have a Pub, halfway-house for golfers, beverage carts and banquet facility. Our goal is to provide quality casual dining experiences on a day-to-day basis, and tailor our offerings for the

larger events and special occasions, all while maintaining a profitable business model. One way to achieve this is to control costs, price our products correctly, and reduce waste. Therefore, we measure our F&B Gross Margin (Sales less Cost of Goods Sold)

- Number of Events - We offer a wide variety of events at Prairie Landing. These events include golf outings, Holiday parties, Mother's Day and Easter brunch, weddings, banquets, business meetings, special dinners, etc. The more of these events hosted allows us to serve customers that may not have come to Prairie Landing previously and hopefully drive more events or golf play in the future. These events also allow us to fully utilize our staff and facilities to generate income.

Goal	Organization	Actual 2021	Projected 2022	Plan 2023
Training	Entity Wide	New Goal for 2023		95 %
Employee Turnover	Entity Wide	15%	8%	8%
Airport Closures	DAA & DFC	0	0	0
Hangar & Tie down Occupancy Rate	DAA & DFC	82.2%	89.0%	90.0%
Annual Operations (in thousands)	DAA & DFC	116.1	116.8	118.0
Fuel Sales (Gallons in millions)	DFC	2.80	2.94	2.74
Golf Rounds (in thousands)	PLGC	29.8	25.7	25.0
F&B Gross Margin %	PLGC	69.2%	67.8%	69.6%
Number of Events	PLGC	96	121	125

FINANCIAL POLICIES

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

Basis of Accounting

The Authority uses fund accounting to report on its financial position and the results of its operations. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Authority, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. A fund is a separate accounting entity with a self-balancing set of accounts.

Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. The Authority uses one enterprise fund to account for these activities which include providing goods and services to outside parties. The Authority currently has three divisions within a single enterprise fund in order to appropriately account for its daily activities (DuPage Airport, DuPage Flight Center, and Prairie Landing Golf Club).

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 2023.

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 sixth 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. 16, 2022	Approve Tentative Budget and Appropriation Ordinance
Dec. 01, 2022	Submit to DuPage County Board Chairman
Dec. 01, 2022	File available for public inspection
Dec. 01, 2022	Notice of Public Hearing to be published
Jan. 09, 2023	Public hearing to be held
Jan. 18, 2023	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.

2023 BUDGET TIMELINE

2023 Capital Plan

- 06/30/22 (Thursday) –2022 YTD Capital Forecast complete
- 07/12/22 (Tuesday) – Distribute 2022 YTD Capital Forecast and 2023 Capital Plan templates
- 08/19/22 (Friday) – All 2022 Fcst & 2023 Capital/Major Maintenance budget requests returned to Accounting
- 09/09/22 (Friday) - 2023 Capital Plan 1st Pass Review
- 09/30/22 (Friday) – 2023 Capital Plan revisions, Adjustments, Additions returned to Accounting
- 10/07/22 (Friday) - 2023 Capital Plan 2nd Pass Review
- 10/14/22 (Friday) - 2022 Capital Plan finalized

2022 Operating Forecast

- 07/12/22 (Tuesday) - 2022 Operating Forecast templates distributed
- 07/25/22 (Monday) - 2022 Operating Forecasts returned to Accounting
- 08/4/22 (Thursday) – Review of 2022 Operating Forecasts with Managers

2023 Operating Plan

- 06/30/22 (Thursday) – Department summaries/objectives to be distributed
- 07/29/22 (Friday) - Department summaries/objectives returned to Accounting
- 08/11/22 (Thursday) - 2023 Operating Plan templates to be distributed
- 08/25/22 (Thursday) - 2023 Operating Plan 1st Pass returned to Accounting
- 09/15/22 (Thursday) - 2023 Operating Plan 1st Pass Review with managers
- 10/04/22 (Tuesday) - 2023 Operating Plan 2nd Pass returned to Accounting
- 10/11/22 (Tuesday) - 2023 Operating Plan 2nd Pass Review
- 10/14/22 (Friday) – 2023 Operating Plan details finalized

2023 Final Operating & Capital Plans

- 10/27/22 (Thursday) - 2023 Operating & Capital Plan detailed presentation to Finance Committee
- 11/16/22 (Wednesday) – Tentative 2023 Operating & Capital Plan presented to Board
- 01/09/23 (Monday) – Public Hearing for 2023 Operating & Capital Plan
- Estimated 01/18/23 (Wednesday) – Board approval of Ordinance adopting 2023 Operating & Capital Plan
- 04/18/23 (Tuesday) – Official 2023 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 \$24,655,335 for FY2023. This is a 31.2% increase in Operating Revenue from the FY2022 Budget and is mostly due to higher projected fuel sales revenue. Operating Expenses are budgeted at \$25,328,339, a 29.5% increase from the prior year, which is also due mainly to the higher cost of fuel sales. Operating Expenses include \$906,352 for Major Maintenance costs, which is a 12.1% decrease (\$124,849) from last year. Net Operating Income is increasing 3.2% (\$254,035) from the FY2022 Budget. The overall change in Net Position will decrease 102871.4% to \$11.4M from last year's budgeted increase of \$11.5M. The FY2023 change in Net Position included a significant increase in anticipated gains from projected land sales at the DuPage Business Center.

	ANNUAL BUDGET			FORECAST	PRIOR
	2023	2022	Change	2022	2021
OPERATING REVENUES					
Aircraft Storage	3,837,868	3,529,975	8.7%	3,670,815	3,450,350
Leases, Commissions, Fees	790,732	797,097	-0.8%	787,741	722,817
Golf Course Operations	2,854,404	2,762,896	3.3%	2,822,921	2,814,384
Line Service	17,172,331	11,704,868	46.7%	17,545,947	12,970,034
Total Operating Revenues	24,655,335	18,794,836	31.2%	24,827,424	19,957,586
OPERATING EXPENSES					
Direct Costs					
Airport Operations	5,620,859	5,736,660	-2.0%	5,291,053	5,535,921
Golf Course Operations	2,282,178	2,157,873	5.8%	2,172,482	1,803,374
Line Service	11,989,081	6,470,959	85.3%	11,495,256	7,250,680
General and Administrative					
Salaries and Benefits	3,381,085	3,174,208	6.5%	3,094,342	2,554,133
Utilities	105,308	80,729	30.4%	99,661	92,460
Office Expense	286,861	284,756	0.7%	286,824	240,631
Insurance	420,762	309,948	35.8%	368,660	309,347
Professional Services	597,304	577,308	3.5%	495,000	422,273
Postage	11,248	10,896	3.2%	12,496	11,085
Real Estate Tax	275,239	371,880	-26.0%	167,684	280,178
Advertising and Promotions	228,610	223,504	2.3%	218,600	173,950
Miscellaneous	129,804	155,808	-16.7%	77,250	228,882
Total Operating Expenses	25,328,339	19,554,529	29.5%	23,779,308	18,902,914
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	(673,004)	(759,693)	11.4%	1,048,116	1,054,672
Depreciation	7,132,098	7,299,444	-2.3%	6,322,944	6,696,465
OPERATING INCOME (LOSS)	(7,805,102)	(8,059,137)	3.2%	(5,274,828)	(5,641,793)
NON-OPERATING REVENUES (EXPENSES)					
Property Taxes	6,031,600	6,032,004	0.0%	6,036,052	6,042,446
Personal Property Replacement Tax	90,000	70,000	28.6%	155,000	104,642
Investment Income	2,099,340	200,004	949.6%	756,582	68,013
Miscellaneous Income	23,404	23,461	-0.2%	24,287	19,297
Gain (Loss) on Disposal of Capital Assets	7,971,204	30,000	26470.7%	111,350	12,608,520
Total Non-Operating Revenues (Expenses)	16,215,548	6,355,469	155.1%	7,083,271	18,842,918
INCOME (LOSS) BEFORE CONTRIBUTIONS	8,410,446	(1,703,668)	593.7%	1,808,443	13,201,125
Contributions	3,041,368	1,692,525	79.7%	500,000	719,523
CHANGE IN NET POSITION	11,451,814	(11,143)	102871.4%	2,308,443	13,920,649
NET POSITION, JANUARY 1	207,534,638	205,226,195	1.1%	205,226,195	191,305,546
NET POSITION, DECEMBER 31	218,986,452	205,215,052	6.7%	207,534,638	205,226,195
CAPITAL DEVELOPMENT PROGRAM NOTES:					
Aviation Programs / Equipment	30,767,107	33,327,730	-7.7%	5,141,399	4,791,416
Golf Course Programs / Equipment	3,806,552	1,522,352	150.0%	610,250	357,145
Major Maintenance of Capital Assets	906,352	1,031,201	-12.1%	540,962	1,658,605
Total Capital Development Program Costs	35,480,011	35,881,283	-1.1%	6,292,611	6,807,166

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 ACFR budget summary, the main differences affect Operating Income. Major Maintenance expenses (\$906K) and Real Estate Tax expenses (\$372K) are now reported as Operating Expenses on the ACFR version, as they are on the Airport's annual audited financial reports. The Kitty Hawk Cafe reimbursement (\$77K) is now included as Operating Revenue for PLGC on the ACFR version, where before it was included as a credit in G&A expenses. Miscellaneous Income for all operations (\$23.4K) was previously reported as Operating Revenues but is now under Non-Operating Revenues on the ACFR 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
	2023	2022	Change	2022	2021
<u>Operating Revenues</u>					
Airport Operations	\$ 4,183,600	\$ 3,912,072	6.9%	\$ 3,993,556	\$ 3,726,519
Flight Center Operations	\$ 17,638,235	\$ 12,140,829	45.3%	\$ 18,031,908	\$ 13,431,956
Prairie Landing Golf Course Operations	\$ 2,779,900	\$ 2,691,400	3.3%	\$ 2,750,715	\$ 2,744,355
Total Operating Revenues	\$ 24,601,735	\$ 18,744,301	31.2%	\$ 24,776,179	\$ 19,902,830
<u>Operating Expenses</u>					
Airport Operations	\$ 7,759,120	\$ 7,331,316	5.8%	\$ 7,155,581	\$ 6,222,703
Flight Center Fuel Operations	\$ 13,658,057	\$ 8,223,372	66.1%	\$ 13,209,323	\$ 8,422,091
Prairie Landing Golf Course Operations	\$ 2,652,567	\$ 2,522,764	5.1%	\$ 2,630,226	\$ 2,245,283
Total Operating Expenses	\$ 24,069,744	\$ 18,077,452	33.1%	\$ 22,995,130	\$ 16,890,077
Operating Income	\$ 531,991	\$ 666,849	-20.2%	\$ 1,781,049	\$ 3,012,753
<u>Non-Operating Revenues</u>					
Miscellaneous Taxes	\$ 90,000	\$ 70,000	28.6%	\$ 155,000	\$ 104,642
Property Taxes/Abatement	\$ 6,031,600	\$ 6,032,004	0.0%	\$ 6,036,052	\$ 6,042,446
Federal & State Grants	\$ 3,041,368	\$ 1,692,525	79.7%	\$ 500,000	\$ 719,523
Interest Income	\$ 1,501,344	\$ 200,004	650.7%	\$ 1,656,582	\$ 68,013
Unrealized Gain/Loss From Investments	\$ 597,996	\$ -	0.0%	\$ (900,000)	\$ -
Gain from Sale of Fixed Assets	\$ 7,971,204	\$ 30,000	26470.7%	\$ 111,350	\$ 12,608,520
Total Non-Operating Revenues	\$ 19,233,512	\$ 8,024,533	139.7%	\$ 7,558,984	\$ 19,543,144
<u>Non-Operating Expenses</u>					
Property Tax (DAA)	\$ 216,439	\$ 311,880	-30.6%	\$ 128,684	\$ 297,022
Property Tax (PLGC)	\$ 58,800	\$ 60,000	-2.0%	\$ 39,000	\$ (16,844)
Total Non-Operating Expenses	\$ 275,239	\$ 371,880	-26.0%	\$ 167,684	\$ 280,178
Non-Operating Income	\$ 18,958,273	\$ 7,652,653	147.7%	\$ 7,391,300	\$ 19,262,966
Net Profit	\$ 19,490,264	\$ 8,319,502	134.3%	\$ 9,172,349	\$ 22,275,719
<u>Capital Development Program</u>					
Aviation Programs	\$ 30,767,107	\$ 33,327,730	-7.7%	\$ 5,141,399	\$ 4,791,416
Golf Course Programs	\$ 3,806,552	\$ 1,522,352	150.0%	\$ 610,250	\$ 357,145
Major Maintenance of Capital Assets	\$ 906,352	\$ 1,031,201	-12.1%	\$ 540,962	\$ 1,658,605
Total Capital Development Program	\$ 35,480,011	\$ 35,881,283	-1.1%	\$ 6,292,611	\$ 6,807,166
Total Revenues	\$ 43,835,247	\$ 26,768,834	63.8%	\$ 32,335,163	\$ 39,445,974
Total Expenditures	\$ 59,824,994	\$ 54,330,615	10.1%	\$ 29,455,425	\$ 23,977,421
Net Cash Inflow / (Outflow)	\$ (15,989,747)	\$ (27,561,781)	42.0%	\$ 2,879,738	\$ 15,468,554

Please note, the narrative of the FY2023 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 19 for an explanation of the differences between the versions.

The FY2023 Budget process has faced similar challenges as the FY2022 budget. As the impacts of the COVID pandemic and inflation continue to impact all our operations we continue to navigate these changes and attempt to balance the changes in Operating Revenues and Operating Expenses to minimize any Operating Income shortfalls. 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.

The Authority’s total Operating Revenues are budgeted to increase 31.2% while Operating Expenses are expected to increase 29.5%. Operating Income (Loss) is planned to increase 11.4% 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 FY2022 and adjusted the 2023 fuel sales budget to reflect these increases. Fuel and Oil Sales revenue is budgeted to increase \$5.5M from the prior-year budget.

The FY2022 we have seen a robust increase in new rentals and are anticipating the increased business to continue in FY2023. The 2023 budget includes a planned rate increase of 4.5% for ordinance hangars/tiedowns in January 2023. Non-fuel aviation revenues (including hangar/tiedown leases and flight services) are planned to increase \$123K from the 2022 budget.

Revenue from Food & Beverage Sales and Events is anticipated to slightly increase in 2023. 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 \$5.2K higher than the 2022 plan. This increase is due to an increase in ala carte sales. Non-F&B revenues from Golf operations at PLGC are budgeted to increase \$83K. This is due to increase in outing rounds, memberships, and the average rate per golfer.

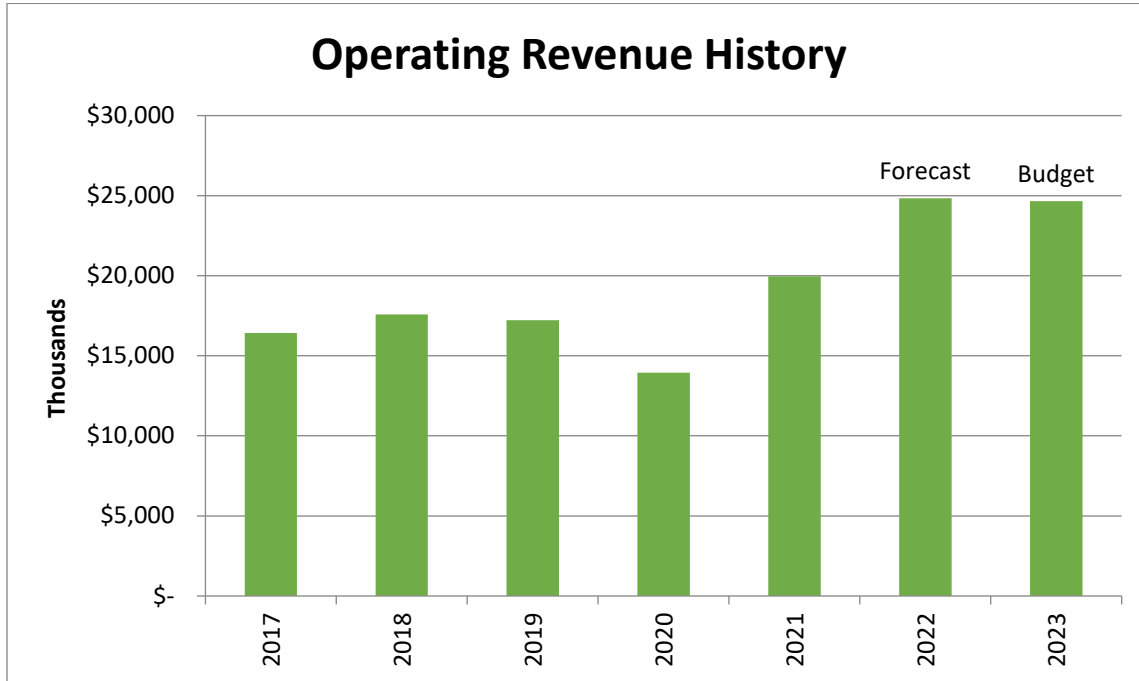
In Operating Expenses, the budget includes a couple of significant changes that are the main drivers of the overall 8.7% increase in costs. The cost of fuel sales is budgeted to increase \$5.2M in line with the expected increase in fuel sales revenue. However, Major Maintenance expenses for capital and fixed assets are decreasing \$125KM compared to the 2022 plan. Insurance costs for property and casualty coverage will increase \$110.8K due to premium rates increasing as significantly as expected in 2023. Utilities are anticipated to increase \$24.6K in 2023 due to rising costs of gas and electric during 2022 which we anticipate continuing during 2023. Real estate taxes are anticipated to decrease \$96.6K due to sale of property.

Non-operating revenues are planned to increase 139.7% in FY2023. Federal/State Grants are increasing \$1.3M, due to the timing of the funds being received and new projects starting. Gain on Sales of Fixed Assets is increasing \$7.9M due to two anticipated sales of land at DuPage Business Center for FY2023.

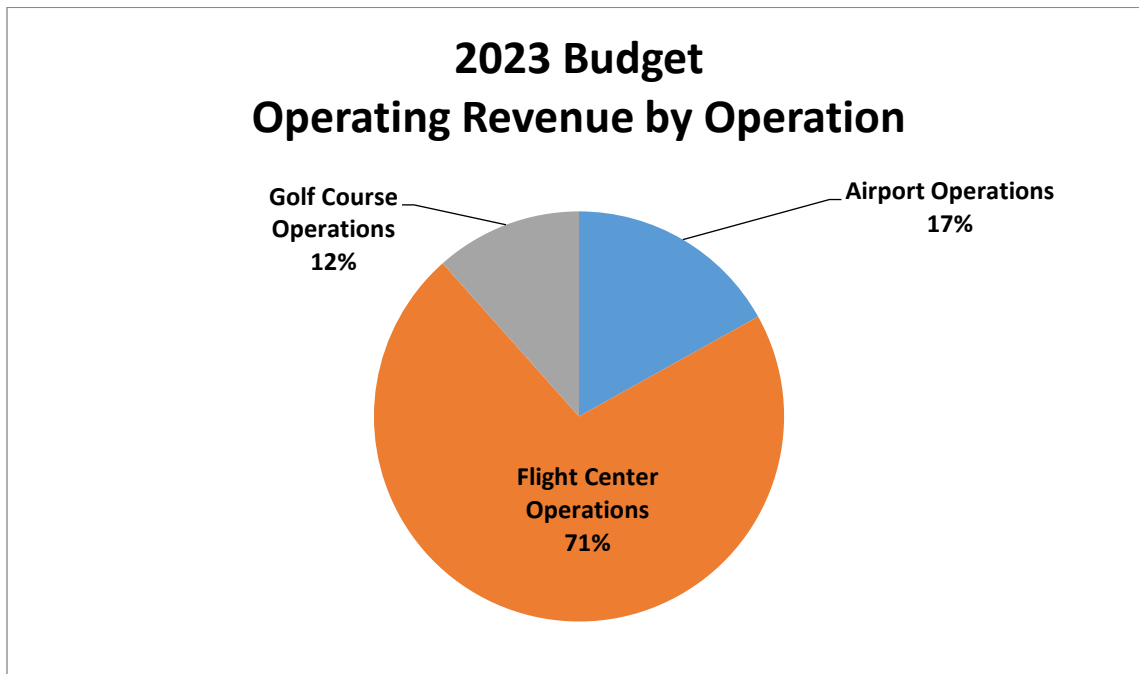
Through the combined budget efforts from all departments and the determination of Authority staff, we are pleased to present a budget with an overall positive Net Income of over \$19,490,264 for FY2023 (traditional version). ACFR version has a change in Net Position of \$11,451,814.

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-farmland leases, tiedown permits, airport services, golf activities, and food and beverage sales.



Total Operating Revenue for FY2022 is budgeted at \$24,655,335 and represents a 31.2% increase from the previous year's budget.

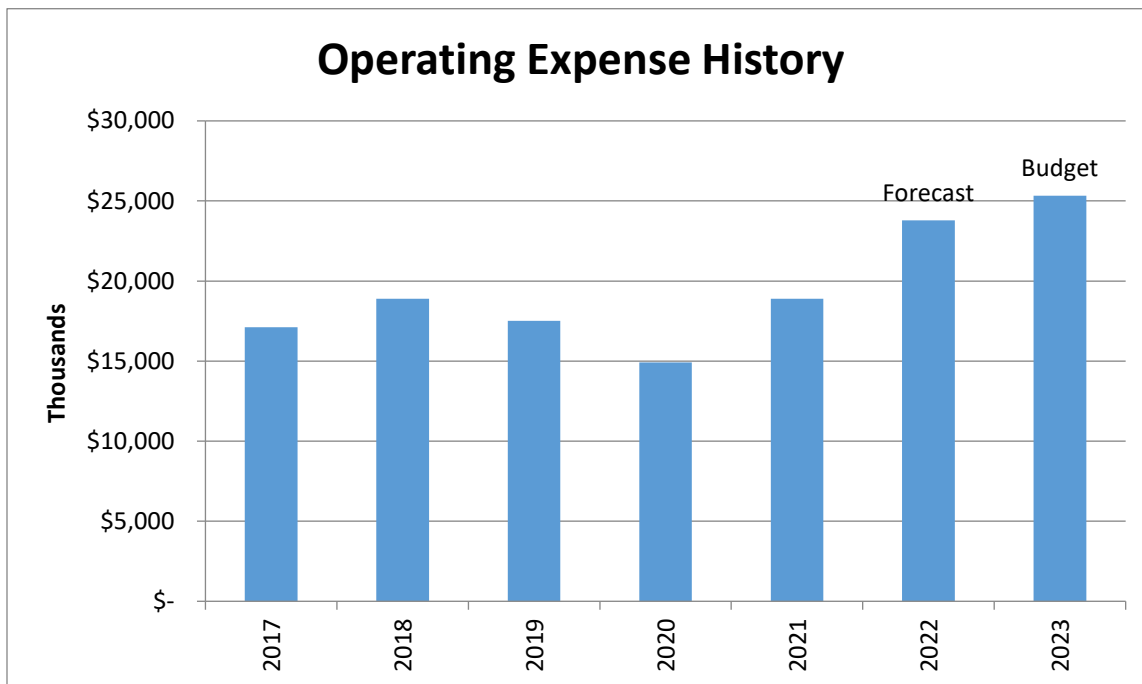


Most Operating Revenue (71%) comes from the Flight Center operations. The Authority maintains its own fuel farm and sells aviation fuel to its based tenants and itinerant customers. Fuel sale revenues are planned to increase in FY2023 due to a higher volume of fuel anticipated to be sold. Fuel sale revenues are budgeted 47% higher than the prior year's budget.

We are planning higher Operating Revenues from non-fuel aviation revenues as the Airport expects \$123K of increased hangar, tiedown, and lease revenue from itinerant customers and based tenants. The Authority plans a 4.5% rate increase for aviation leases in January 2023.

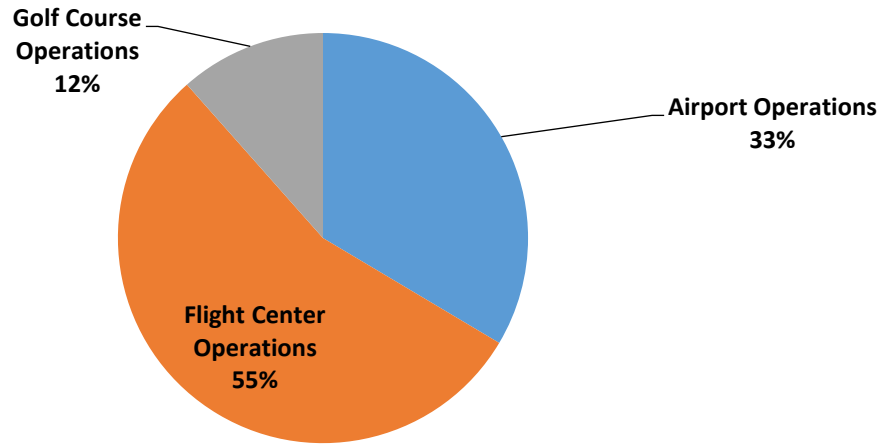
Operating Expenses

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 \$25,328,339 and represent a 29.5% increase from the previous year's budget.

2023 Budget Operating Expenses by Operation



Flight Center operations account for 55% 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 87% in 2023 due to higher sales and rising price of fuel

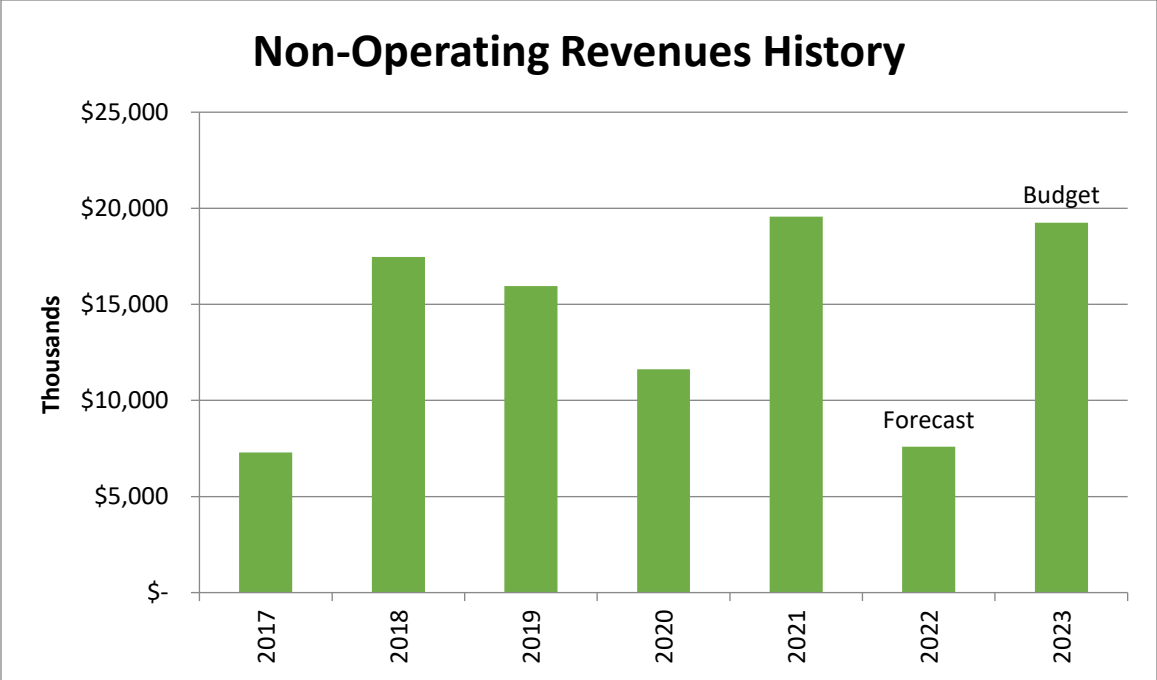
Airport operations account for 33% of the planned Operating Expenses in 2023 and are budgeted to decrease 1%, going down mostly due to the decrease in planned Major Maintenance. Major Maintenance expenses for Airport operations are decreasing 47% (\$463K).

Golf Course operations account for 12% of total Operating Expenses in the FY2023 plan and are budgeted to increase 6.8% (\$186K). The notable increase include 186% (\$88K) for Major Maintenance costs.

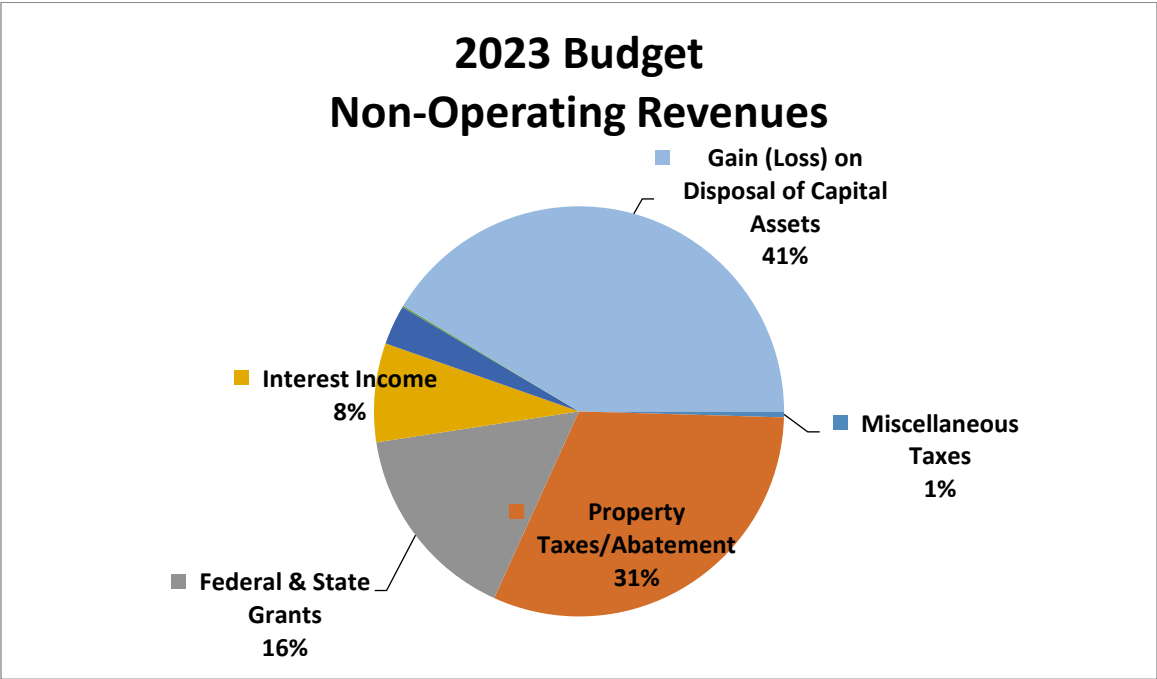
Other notable changes to Operating Expenses include a budgeted increase 30.4% (\$24.6K) increase in Utilities. This increase is due to the anticipated rising costs of gas and electric. We have seen increases in 2022 and anticipate them to continue during 2023. In addition, there is an increase in Insurance costs. They are increasing 35.8% (\$110.8K) which is due to the rising costs of premiums. There is also a 26% (-\$96.6K) decrease in Real Estate Taxes. The taxes are anticipated to decrease due to sale of property.

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 FY2023 is budgeted at \$16,215,548 and represents a 155% increase in revenue from the previous year's budget. The increase is due \$7.9M in Gain on Sales for two anticipated sales 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 FY2023 comes from gain on disposal of capital assets. The Authority has two contracted sales of land in the DuPage Business Center for FY2023. The next largest portion of Non-Operating Revenue is 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

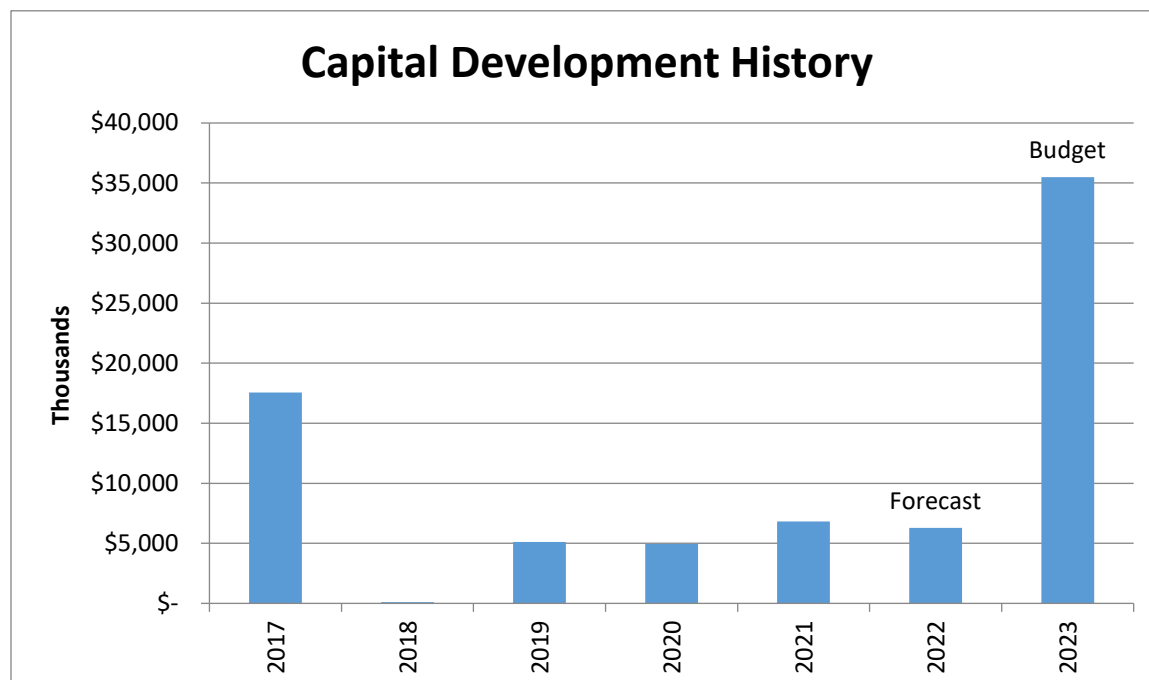
Contributions are related to funding from Federal and State grant programs. These tend to be large programs that often cover multiple years. For a list of grant funding projects refer to Capital Improvements and Major Maintenance Program. Contributions are budgeted at \$3M for FY2023 which is an increase from \$1.7M in FY2022.

Non-operating Expenses

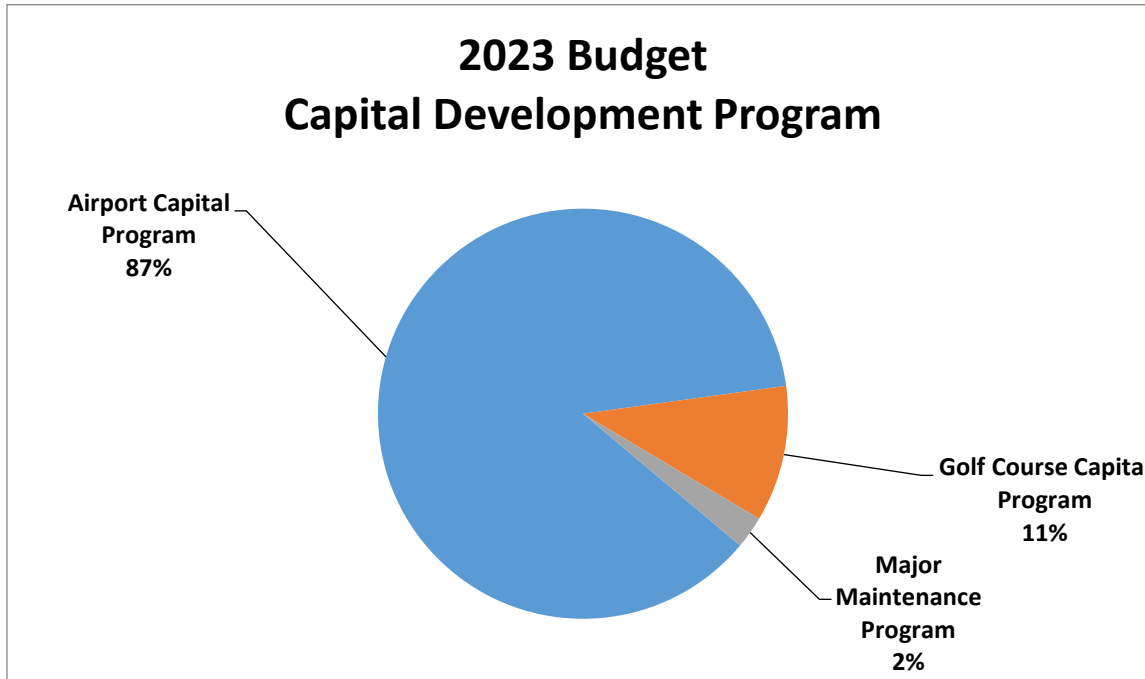
Non-operating Expenses are costs unrelated to the day-to-day operations of the Authority. Often these costs include debt service payments and interest expenses. In prior years, the Authority's only Non-operating Expenses were property taxes paid on the 2,800-plus acres of land on which the Airport, Flight 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 FY2023 are budgeted at \$35,480,011 which represents an 1% decrease from the previous year's budget.



The FY2023 Capital Development Program includes \$8.4 million in new funding requests, \$22.3 million in funds carried over from the previous budget year to complete projects already under construction, and \$4.7 million in funds from Federal and State grant programs.

Of the \$35.4 million budgeted for the Capital Development Program in FY2023, \$34.6 million is for capital projects, fixed assets, and equipment purchases. This includes \$30.8 million for Aviation capital projects, \$3.8 million for Golf Course capital projects, and \$150K reserved in contingency funding for unplanned, emergency expenditures. In addition to capital projects, another \$806K is budgeted for the major maintenance of capital assets.

Major expenditures in the FY2023 Capital Development Program include \$18.4 for new hightail hangar, \$2.8M for replacement of irrigation system at Prairie Landing, \$1.7M for phases 2 & 3 of the security and wildlife perimeter fencing project, \$1.5M for Flight Center elevator traction car driver modification, \$1.4M for Runway 10/28 Avigation Easement Acquisitions, \$1.27M to rehabilitate Runway 10/28, \$660K to resurface Airport Perimeter Road, \$500K rehabilitate airfield pavements, 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 Operations & Facilities, the Director of Finance & Administration, the IT Manager, and the Executive Assistant & Board Liaison.

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

Budget Summary

The FY2023 budget for the Administration Department includes \$19,257,913 in total revenues and \$3,018,434 in total expenses, excluding depreciation. The overall budgeted Net Income, excluding depreciation, is \$16,239,479 for FY2023. This is a 227% increase from the previous year and includes a 144% increase in total revenues and a 3% increase in total expenses.

- Increased revenues are primarily driven by the in gain on sale of fixed assets in FY2023. Gain on Sale of Fixed Assets is expected to increase 26471% from \$30K in the FY22 budget to \$7.97M due to expected DBC land sales in 2023.
- Salaries and related expenses comprise 31.4% of the total FY2023 budgeted expenses and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions. Headcount expenses are increasing 9% from FY2022 due to an additional IT head count.
- Air Traffic Control Tower (ATCT) and U.S. Customs (USC) expenses represent 28.9% of the total budgeted expenses (excluding depreciation) at \$873K. In FY2023, \$250K of Property Tax revenue will be used to cover a portion of ATCT services.

Significant Variances

Gain on Sale of Fixed Assets - Budgeted an increase in FY2023 to \$7.97M. This is since there are two anticipated DBC land sales in 2023.

Federal/State Grants - Revenue is budgeted with \$3M in total grant funding. While we will have active projects of \$4.7M, due to timing we don't expect to realize it all during this fiscal year.

Investment Income – Budgeted an increase of 651% (\$1.3M) in FY2023 due to a significantly higher invested funds. In addition, we began working with an investment advisor in 2023

Property Tax – Property Taxes are budgeted to decrease 47% (-93K) in 2023 due to sale of land at DBC.

Insurance- Insurance is budgeted to increase 74% (\$84K) in 2023 due to rising cost of premiums. We are budgeting for a 30% (\$45.5K) increase from our 2022 forecast actual costs.

Department A100 - Airport Administration

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3195 SASO Commissions	32,245	32,245	30,965	19,205	32,241	19,401	-40%
3250 Customs Fee	114,273	38,699	83,137	119,886	78,770	240,000	205%
3900 Contribution Revenue	37,957	363,567	640,989	0	0	0	0%
3910 Replacement Taxes	66,693	59,608	104,642	155,000	70,000	90,000	29%
3930 Prior Years Property Taxes	2,489	1,672	1,614	6,052	2,004	1,600	-20%
3940 Property Taxes	5,535,612	5,542,400	5,540,833	5,530,000	5,530,000	5,530,000	0%
3945 Property Taxes designated for Operating	0	0	250,000	250,000	250,000	250,000	0%
3960 Federal/State Grants	68,189	321,522	78,534	500,000	1,692,525	3,041,368	80%
3970 Investment Income	456,881	294,287	68,013	1,656,582	200,004	1,501,344	651%
3972 Unrealized Gain/Loss from Investments	0	0	0	(900,000)	0	597,996	0%
3981 Gain on Sale of Fixed Assets	9,741,599	4,983,915	12,607,995	111,100	30,000	7,971,204	26471%
3990 Misc. Income	18,675	28,922	9,659	15,000	15,000	15,000	0%
Total Revenue	16,074,614	11,666,837	19,416,380	7,462,825	7,900,544	19,257,913	144%
5410 Equip Leases/Maint. Contracts	86,326	55,723	71,075	72,000	34,248	68,200	99%
5430 Supplies	10,322	11,852	11,459	10,000	11,496	11,000	-4%
5440 DOT/Drug Testing/Background	862	948	573	450	996	600	-40%
5999 Miscellaneous Expense	283	190	0	0	0	0	0%
6100 Salaries	622,162	658,063	689,296	701,659	695,203	767,492	10%
6110 Payroll Taxes	42,529	44,212	46,352	49,000	47,702	52,867	11%
6115 Unemployment taxes	3,742	2,946	3,346	3,515	4,538	5,483	21%
6120 Group Insurance	36,255	44,115	58,569	54,963	57,151	66,681	17%
6130 Uniforms	55	0	0	0	0	0	0%
6160 IMRF	45,131	18,833	(108,715)	43,500	42,669	37,229	-13%
6200 Property Tax	114,841	247,866	187,161	18,577	196,524	103,615	-47%
6300 Marketing/Advertising	0	235	1,317	0	0	0	0%
6320 Community/Customer Relations	3,848	1,688	4,981	5,600	5,600	4,000	-29%
6330 Travel	3,733	286	1,634	7,500	7,500	7,500	0%
6335 Education	238	765	2,402	4,200	4,200	4,200	0%
6340 Dues Subscriptions Permits	12,444	4,698	5,140	8,580	8,580	8,815	3%
6350 Office Expense	3,899	3,173	2,270	3,504	3,504	3,500	0%
6356 Computer and Software	59,027	52,259	56,116	34,300	56,796	34,300	-40%
6390 Communications	34,590	34,003	36,219	54,000	36,000	50,610	41%
6420 Bad Debt Expense	2,548	152,366	111,319	(30,000)	35,004	30,000	-14%
6430 Bank Charges	340	1,190	691	2,250	804	2,004	149%
6525 Consulting Services	161,603	178,024	166,880	300,000	382,308	382,300	0%
6527 Outside Services	9,971	11,559	10,603	11,004	11,004	10,524	-4%
6529 DuPage Business Park Association Expense	222,926	132,010	116,872	105,000	120,000	97,800	-19%
6531 U.S. Customs	151,118	217,327	233,451	250,000	200,004	277,790	39%
6532 Air Traffic Control Tower	623,105	637,240	653,169	673,656	673,656	594,828	-12%
6535 Legal	141,851	222,115	240,353	180,000	180,000	200,004	11%
6770 Insurance	46,336	90,048	116,738	151,560	113,004	197,092	74%
Total Expense	2,440,082	2,823,735	2,719,274	2,714,818	2,928,491	3,018,434	3%
Net Income not including Depreciation or Major Maintenance	\$13,634,532	\$8,843,102	\$16,697,106	\$4,748,007	\$4,972,053	\$16,239,479	227%

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, the Operations Coordinator, 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 FY2023 budget for the Procurement & Project Management Department is \$339,144.

- Salaries and related costs are the largest portion of the department's budget. Payroll-related items comprise 91% of the total FY2023 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 FY2023 budget and include subscriptions for airport inspection software, contract software, and security access control supplies.
- The remaining 6.3% of the FY2023 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 \$18K. This is due to the addition of the Operations Assistant being on full time in 2023. Plan includes standard annual COL and merit increases at 5%.

Department A150 - Project & Procurement Management

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
Total Revenue	0	0	0	0	0	0	0%
5205 Maintenance Expense	644	0	0	0	0	0	0%
5410 Equip Leases/Maint. Contracts	990	997	994	1,110	1,110	0	-100%
5430 Supplies	2,392	383	1,407	3,500	2,980	7,030	136%
5440 DOT/Drug Testing/Background	0	0	60	804	804	450	-44%
6100 Salaries	243,809	190,601	172,246	229,887	223,927	241,943	8%
6110 Payroll Taxes	17,822	13,983	12,761	17,342	17,130	18,509	8%
6115 Unemployment taxes	2,245	1,768	1,315	2,726	2,726	2,728	0%
6120 Group Insurance	30,540	30,447	32,321	33,000	40,895	33,033	-19%
6160 IMRF	18,159	6,032	2,674	16,589	15,093	12,896	-15%
6330 Travel	274	23	318	2,050	2,050	2,790	36%
6335 Education	764	0	850	2,450	2,450	3,735	52%
6340 Dues Subscriptions Permits	1,605	3,610	2,355	2,941	2,525	2,810	11%
6356 Computer and Software	6,667	4,200	1,611	5,650	5,900	8,600	46%
6390 Communications	2,499	2,402	1,806	2,200	2,280	2,280	0%
6770 Insurance	1,683	1,582	2,107	2,220	2,220	2,340	5%
Total Expense	330,094	256,028	232,825	322,469	322,090	339,144	5%
Net Income not including							
Depreciation or Major Maintenance	(\$330,094)	(\$256,028)	(\$232,825)	(\$322,469)	(\$322,090)	(\$339,144)	-5%

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 FY2023 budget for the Field Maintenance Department includes \$738,190 in total revenues and \$1,975,506 in total expenses. The overall budgeted Net Loss of \$1,237,316 for FY2023 is a 0% from the previous year and includes an 8% 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 49.5% of the total FY2023 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- Aircraft Rescue & Firefighting (ARFF) expenses represent 26.6% of the total budgeted expenses and are up 2% from the previous year's budget.
- Maintenance Expense is 6.1% of the total budgeted expense and is decreasing 8% from the prior year's budget.

Significant Variances

IMRF – Department costs for IMRF contributions are decreasing 19% (\$13K) in 2023 due to lower contribution formulas required by the pension agency.

Ice Control Supplies- Budgeted expenses are increasing 17% (\$16.1K) over last year's plan due to increasing product and replenishing inventory levels.

Travel & Education- Budgeted expenses are increasing 733% (\$5.9K) over last year's plan due to additional conferences planned for employees to attend in 2023.

Department A200 - Field Maintenance

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3190 Collection Fees Service Fees Towing	30	10	80	80	36	84	133%
3191 Ramp Tie Downs & Overnight fees	137,985	134,837	206,904	204,135	150,532	199,929	33%
3299 Non Airfield Rent/Lease/Maintenance Rev	282,710	276,654	268,007	280,722	285,774	288,177	1%
3945 Property Taxes designated for Operating	0	0	250,000	250,000	250,000	250,000	0%
Total Revenue	420,724	411,501	724,991	734,937	686,342	738,190	8%
5205 Maintenance Expense	39,554	39,715	50,652	61,000	129,996	120,000	-8%
5410 Equip Leases/Maint. Contracts	16,787	7,550	7,550	10,000	26,100	26,100	0%
5415 Garbage/Waste Removal	5,550	3,674	3,960	4,200	6,396	6,400	0%
5430 Supplies	7,663	4,801	1,341	2,100	8,496	8,500	0%
5433 Ice Control Supplies	121,214	81,775	46,221	92,900	92,900	109,000	17%
5440 DOT/Drug Testing/Background	340	475	495	500	756	800	6%
5720 Utilities Electric	45,009	47,750	59,761	65,000	56,800	66,950	18%
6100 Salaries	697,172	711,353	707,432	732,674	717,543	738,437	3%
6110 Payroll Taxes	51,178	52,564	52,021	54,765	54,892	56,790	3%
6115 Unemployment taxes	6,736	5,303	6,009	6,465	8,553	8,167	-5%
6120 Group Insurance	149,657	123,994	116,355	137,045	147,432	134,480	-9%
6130 Uniforms	4,155	4,626	4,725	6,500	8,052	8,750	9%
6160 IMRF	52,180	22,084	(95,178)	49,154	48,362	39,359	-19%
6330 Travel	188	0	0	300	204	4,300	2008%
6335 Education	340	246	115	0	600	2,400	300%
6340 Dues Subscriptions Permits	35	0	35	48	48	50	4%
6350 Office Expense	0	223	0	0	0	0	0%
6390 Communications	1,957	1,610	1,540	1,200	1,596	1,860	17%
6525 Consulting Services	1,500	1,500	1,800	1,800	1,800	1,800	0%
6527 Outside Services	24,333	14,081	29,178	50,000	50,004	55,000	10%
6548 ARFF	493,084	483,553	482,042	492,252	512,880	525,389	2%
6770 Insurance	57,740	50,763	51,847	56,000	55,416	60,974	10%
Total Expense	1,776,373	1,657,641	1,527,902	1,823,903	1,928,826	1,975,506	2%
Net Income not including Depreciation or Major Maintenance	(\$1,355,650)	(\$1,246,140)	(\$802,911)	(\$1,088,966)	(\$1,242,484)	(\$1,237,316)	0%

A300 – Building Maintenance

The DuPage Airport Building Maintenance Department employs (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 FY2023 budget for the Building Maintenance Department includes \$3,160,959 in total revenues and \$1,183,469 in total expenses. The overall budgeted Net Income of \$1,977,490 for FY2023 is a 4% decrease from the previous year and includes a 1% increase in total revenues and a 10% increase in total expenses.

- Salaries and related expenses are the largest portion of the Building Maintenance department's budget. Headcount-related items comprise 44.5% of the total FY2023 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- Building utilities, including natural gas, electric, and water, represent 22.4% of the total budgeted expenses and are increasing 29.8% (\$60.6K) from the previous year's budget.
- Insurance is 14.6% of the total budgeted expense and is up 13% (\$20k) from last year's budget.

Significant Variances

Insurance – Costs are budgeted to increase 13% (\$20k) due to previous year estimates were higher than actuals. We are budgeting for 10% increase from our 2022 forecast actual costs.

Non-Airfield Rent/Lease/Maintenance Revenue is decreasing 19% (\$56K) from last year's budget due to loss of higher paying tenant.

Utilities- Costs are budgeted to increase 31.7% (\$64.5K) due to rising utility cost projected for 2023.

Department A300 - Building Maintenance

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3180 Hangar Rentals	2,484,866	2,575,699	2,672,957	2,844,734	2,837,196	2,917,254	3%
3190 Collection Fees Service Fees Towing	2,344	1,282	0	2,775	1,200	1,200	0%
3299 Non Airfield Rent/Lease/Maintenance Revenue	235,545	249,180	246,608	260,304	299,037	242,505	-19%
Total Revenue	2,722,756	2,826,160	2,919,566	3,107,813	3,137,433	3,160,959	1%
5205 Maintenance Expense	111,676	94,688	98,260	119,004	119,004	130,000	9%
5206 Reimburse for Maintenance	(10,619)	7,767	(9,224)	0	0	0	0%
5410 Equip Leases/Maint. Contracts	23,124	13,200	13,075	29,652	29,652	31,250	5%
5415 Garbage/Waste Removal	6,055	4,776	4,378	6,200	7,200	8,550	19%
5416 Janitorial Services	23,927	25,854	30,082	29,928	29,928	32,112	7%
5430 Supplies	987	1,820	3,748	7,752	7,752	8,136	5%
5440 DOT/Drug Testing/Background	230	55	215	300	300	300	0%
5710 Utilities Natural Gas	112,695	94,433	106,418	140,000	100,408	144,200	44%
5720 Utilities Electric	90,075	84,093	92,857	105,585	88,288	108,753	23%
5730 Utilities Water/Sewer	13,210	15,796	15,096	14,290	14,736	15,000	2%
6100 Salaries	288,217	306,226	371,786	364,284	375,869	382,797	2%
6110 Payroll Taxes	20,842	22,058	26,751	27,070	28,754	29,284	2%
6115 Unemployment taxes	3,116	2,482	3,406	3,373	4,704	4,485	-5%
6120 Group Insurance	82,352	73,298	86,393	87,786	86,409	88,106	2%
6130 Uniforms	2,699	2,878	2,912	3,588	3,588	4,450	24%
6160 IMRF	21,289	9,347	(33,798)	24,030	25,334	20,403	-19%
6340 Dues Subscriptions Permits	0	0	154	156	156	250	60%
6390 Communications	1,395	2,082	2,898	2,820	2,820	3,100	10%
6770 Insurance	124,002	136,573	140,774	156,565	152,256	172,293	13%
Total Expense	915,273	897,427	956,181	1,122,383	1,077,158	1,183,469	10%
Net Income not including Depreciation or Major Maintenance	\$1,807,482	\$1,928,733	\$1,963,384	\$1,985,430	\$2,060,275	\$1,977,490	-4%

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 FY2023 budget for the Flight Center Building Maintenance Department includes \$260,050 in total revenues and \$483,628 in total expenses. The overall budgeted Net Loss of \$223,578 for FY2023 represents a 3% decrease from the previous year, which includes a 22% increase in total revenue and a 13% increase in total expenses.

- Building utilities, including natural gas, electric, and water, represent 34.3% of the total budgeted expenses and are up 18.9% (+\$26K) from the previous year's budget.
- Property Taxes are 24% of the total budgeted expense and are down 2% (\$2.5K) from last year's budget.
- Janitorial Services account for 17.5% of total budgeted expenses and will increase 8% (\$6K) from 2022.

Significant Variances

Non-Airfield Rent/Lease/Maintenance Revenue – Revenue is increasing 22% (+\$47.8K) from last year's budget. In 2022 we saw a robust increase in new rentals and the increased business is anticipated to continue in 2023.

Department A400 - Flight Center Building

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3299 Non Airfield Rent/Lease/Maintenance Revenue	215,029	165,500	208,202	246,715	212,286	260,050	22%
Total Revenue	215,029	165,500	208,202	246,715	212,286	260,050	22%
5205 Maintenance Expense	19,470	20,439	55,518	42,996	42,996	62,250	45%
5410 Equip Leases/Maint. Contracts	25,701	17,956	456	37,248	37,248	40,200	8%
5415 Garbage/Waste Removal	1,433	1,704	994	1,224	1,224	1,300	6%
5416 Janitorial Services	58,514	61,300	62,904	73,000	75,852	82,000	8%
5430 Supplies	4,915	4,321	3,769	11,004	11,004	13,000	18%
5710 Utilities Natural Gas	22,778	16,097	21,148	33,408	19,453	34,410	77%
5720 Utilities Electric	95,278	88,059	105,985	114,213	100,456	117,640	17%
5730 Utilities Water/Sewer	18,419	19,525	13,401	13,000	20,000	14,004	-30%
6200 Property Tax	104,089	105,924	109,862	110,107	115,356	112,824	-2%
6390 Communications	0	2,388	5,392	5,404	5,304	6,000	13%
6527 Outside Services	0	3,500	0	0	0	0	0%
Total Expense	350,596	341,213	379,429	441,604	428,893	483,628	13%
Net Income not including							
Depreciation or Major Maintenance	(\$135,568)	(\$175,714)	(\$171,227)	(\$194,889)	(\$216,607)	(\$223,578)	-3%

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 two 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 FY203 budget for the Equipment Maintenance Department is \$494,818, which is a 11% increase from the FY2022 budget.

- Salaries and related costs are the largest portion of the Equipment Maintenance department's budget. Headcount-related items account for 54% of the total FY2023 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- Maintenance Expense – Costs to maintain equipment and vehicles are 13% of the budget and are expected to increase 5% (\$3K) in FY2023.
- Fuel/Oil Vehicles Equipment – Fuel & Oil costs for equipment are 18% of the budget and are expected to increase 10% (\$8k) in FY2023 due to the rising costs of fuel.

Significant Variances

Salaries and related expenses- Expenses are budgeted to increase \$38K (+16.5%) due to the hiring of a third full-time mechanic.

Department A500 - Shop & Equipment
Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
Total Revenue	0	0	0	0	0	0	0%
5205 Maintenance Expense	56,734	37,673	61,366	65,000	65,004	68,256	5%
5410 Equip Leases/Maint. Contracts	328	321	0	1,800	1,836	1,320	-28%
5420 Fuel/Oil Vehicles Equipment	62,216	38,524	70,559	88,000	80,004	87,996	10%
5430 Supplies	2,488	2,046	729	3,000	3,996	3,204	-20%
5435 Small Equipment	1,048	850	2,777	2,200	2,496	2,496	0%
5440 DOT/Drug Testing/Background	55	0	0	0	300	300	0%
5710 Utilities Natural Gas	10,162	10,718	13,615	25,000	15,800	25,750	63%
5720 Utilities Electric	10,032	1,701	2,464	2,500	15,468	2,575	-83%
5730 Utilities Water/Sewer	1,200	1,314	1,373	1,459	1,360	1,500	10%
6100 Salaries	245,823	240,179	133,312	141,387	183,020	203,547	11%
6110 Payroll Taxes	17,833	15,778	9,603	10,420	14,001	15,571	11%
6115 Unemployment taxes	2,608	2,238	1,315	1,313	2,776	2,715	-2%
6120 Group Insurance	43,308	30,930	15,007	17,742	17,208	34,530	101%
6130 Uniforms	1,558	2,364	1,309	2,196	2,196	2,496	14%
6160 IMRF	18,889	8,894	(36,810)	9,820	12,336	10,849	-12%
6335 Education	220	0	0	0	0	0	0%
6350 Office Expense	160	0	0	0	0	0	0%
6390 Communications	1,220	1,300	420	1,260	1,260	940	-25%
6770 Insurance	24,289	22,725	27,271	27,926	25,320	30,773	22%
Total Expense	500,169	417,555	304,311	401,023	444,381	494,818	11%
Net Income not including Depreciation or Major Maintenance	(\$500,169)	(\$417,555)	(\$304,311)	(\$401,023)	(\$444,381)	(\$494,818)	-11%

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 FY2023 budget for the Commissioners Department is \$107K, which is less than a 1% decrease from the FY2022 budget.

- Salaries and related costs are the largest portion of the Commissioners department budget. Headcount-related items comprise 91% of the total FY2023 budget and includes salaries and payroll taxes
- Insurance is 6% (\$6.2K) of the total FY2023 operating budget for the Commissioners department. This line includes Crime and D&O insurance.
- The remaining 3% (\$3.5K) of the FY2023 budget is miscellaneous costs for Board meetings and communications.

Significant Variances

The total FY2023 budget is relatively unchanged from the prior year.

Department A600 - Commissioners
Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
Total Revenue	0	0	0	0	0	0	0%
5430 Supplies	332	0	129	1,000	504	996	98%
6100 Salaries	90,000	90,000	90,000	90,000	90,000	90,000	0%
6110 Payroll Taxes	6,885	6,885	6,927	6,888	6,888	6,888	0%
6350 Office Expense	4,684	2,930	4,291	2,500	3,996	2,496	-38%
6390 Communications	71	907	41	0	504	0	-100%
6770 Insurance	4,146	3,967	5,572	5,700	5,844	6,218	6%
Total Expense	106,117	104,688	106,959	106,088	107,736	106,598	-1%
Net Income not including Depreciation or Major Maintenance	(\$106,117)	(\$104,688)	(\$106,959)	(\$106,088)	(\$107,736)	(\$106,598)	1%

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 FY2023 budget for Business Development is \$96K, which is no change from the FY2022 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 FY2023 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 FY2023 budget and include newspaper/magazine subscriptions and chamber of commerce memberships.

Significant Variances

The total FY2023 budget is unchanged from the prior year.

Department A700 - Business Development/Marketing

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
Total Revenue	0	0	0	0	0	0	0%
6300 Marketing/Advertising	60,820	67,450	54,312	75,850	75,850	75,850	0%
6320 Community/Customer Relations	7,906	0	1,185	17,500	17,500	17,500	0%
6340 Dues Subscriptions Permits	3,321	4,007	2,415	2,500	2,500	2,500	0%
6350 Office Expense	677	195	0	0	0	0	0%
Total Expense	72,724	71,652	57,912	95,850	95,850	95,850	0%
Net Income not including Depreciation or Major Maintenance	(\$72,724)	(\$71,652)	(\$57,912)	(\$95,850)	(\$95,850)	(\$95,850)	0%

A800 – Finance & Accounting

The DuPage Airport Finance & Accounting Department employs two 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 DuPage Business Center

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 administrating multiple accounting and document management software applications across all operations at the airport and golf club.

Budget Summary

The total FY2023 budget for the Finance & Accounting Department is \$278K, which is an 10% (-\$31.7K) decrease from the FY2022 budget.

- Salaries and related costs are the largest portion of the Finance & Accounting department's budget. Headcount-related items comprise 80% of the total FY2023 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- Outside Services is 18% (\$50K) of the total FY2023 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% (\$4.6K) of the FY2023 budget includes monthly insurance premiums, education, and supplies.

Significant Variances

Salaries and related expenses – Expenses is budgeted to decrease 18% (-\$41K) due to reduction in the enrollment of group insurance.

Outside Services – Expenses are budgeted to increase 25% (\$10K) in FY2023 due to one-time system improvement costs budgeted in 2023.

Department A800 - Accounting
Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
Total Revenue	0	0	0	0	0	0	0%
5430 Supplies	703	239	720	500	1,200	504	-58%
6100 Salaries	229,949	206,348	185,926	180,704	207,298	189,049	-9%
6110 Payroll Taxes	16,326	15,097	13,932	13,771	15,858	14,462	-9%
6115 Unemployment taxes	2,245	1,709	1,550	1,406	2,310	1,815	-21%
6120 Group Insurance	48,986	42,840	22,880	6,799	25,638	8,114	-68%
6160 IMRF	16,900	7,079	(30,777)	12,097	13,487	10,076	-25%
6335 Education	0	0	420	500	1,500	1,500	0%
6350 Office Expense	0	252	237	200	396	252	-36%
6527 Outside Services	36,865	32,430	37,938	38,000	39,996	50,000	25%
6770 Insurance	1,683	1,582	2,107	2,150	2,088	2,340	12%
Total Expense	353,657	307,576	234,932	256,127	309,771	278,112	-10%
Net Income not including Depreciation or Major Maintenance	(\$353,657)	(\$307,576)	(\$234,932)	(\$256,127)	(\$309,771)	(\$278,112)	10%

CHICAGOLAND'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 22 including (1) General Manager, (15) line staff, (5) 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 FY2023 budget for the Flight Center includes \$17.6M in total revenues and \$13.7M in total expenses for a Net Income of \$3.9M, which is a 2% increase from the FY2022 budget.

- Fuel and Oil Sales is the largest revenue line within the Flight Center budget at \$17M and accounts for 97% 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 \$460K 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 \$11M and accounts for 81% of the expenses for this department.
- Salaries and related costs are the second-largest expense at \$1.6M and 12% of total expenses.

Significant Variances

Fuel and Oil Sales - Revenue in FY2022 is budgeted at a 47% (\$5.5M) increase due to business has continued to bounce back post COVID pandemic. Fuel and Oil Cost of Sales is budgeted with an 87% increase from FY2022 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 57% (+\$86.5K) in 2023 in tandem with increased fuel sales.

Salaries-Compensation is budgeted to increase \$148K. This is due to compensation adjustments in 2022, one additional headcount in 2023, reaching full staffing levels in 2023, and annual COL and merit increases plan for 2023 of 5%.

Department F100 - Flight Center Operations

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3180 Hangar Rentals	461,017	486,310	456,307	480,000	430,000	460,000	7%
3191 Ramp Tie Downs & Overnight fees	28,278	18,891	36,762	24,000	24,000	32,000	33%
3200 Fuel and Oil Sales	10,834,624	7,857,814	12,836,307	17,446,793	11,601,368	17,095,831	47%
3201 Volume Rebate	0	0	0	(39,350)	0	(52,000)	0%
3210 Line Service Other	101,723	59,893	90,369	105,000	69,996	90,000	29%
3215 Aircraft Catering	6,974	6,788	6,596	9,504	9,504	6,500	-32%
3299 Non Airfield Rent/Lease/Maintenance Revenue	6,998	5,071	5,614	5,961	5,961	5,904	-1%
Total Revenue	11,439,614	8,434,766	13,431,956	18,031,908	12,140,829	17,638,235	45%
4200 Fuel and Oil Cost of Sales	5,755,884	3,409,532	6,472,428	10,836,067	5,910,691	11,067,783	87%
4220 De ice Cost of Goods	23,067	25,515	18,618	34,000	34,000	34,000	0%
4300 Credit Card Expense	147,740	98,921	176,551	244,255	152,812	239,342	57%
4305 Rent Expense	48,000	48,000	48,000	48,000	48,000	48,000	0%
4315 Food COGS	77,750	77,233	81,057	84,600	84,600	87,000	3%
5205 Maintenance Expense	21,814	28,501	26,168	37,000	37,000	36,580	-1%
5420 Fuel/Oil Vehicles Equipment	10,042	7,390	6,644	12,362	11,004	24,000	118%
5430 Supplies	34,514	36,546	35,965	42,000	35,880	44,120	23%
5436 Rental Equipment	139,843	137,638	136,504	136,248	136,248	136,416	0%
5440 DOT/Drug Testing/Background	348	715	428	800	600	800	33%
5720 Utilities Electric	2,121	1,870	2,486	3,500	2,400	3,605	50%
5999 Miscellaneous Expense	(0)	(62)	0	0	0	0	0%
6100 Salaries	1,030,857	1,043,853	1,024,597	1,078,425	1,101,519	1,222,670	11%
6110 Payroll Taxes	74,897	75,815	74,326	80,581	84,266	93,534	11%
6115 Unemployment taxes	16,686	12,467	14,068	14,500	18,746	21,229	13%
6120 Group Insurance	209,118	184,699	204,970	198,000	220,224	244,301	11%
6130 Uniforms	13,904	4,173	6,890	15,020	15,020	17,500	17%
6160 IMRF	76,965	35,900	(118,063)	72,314	74,242	65,168	-12%
6300 Marketing/Advertising	36,811	46,141	29,467	51,260	51,260	52,250	2%
6330 Travel	8,859	1,571	2,744	12,400	12,400	12,600	2%
6335 Education	1,503	2,830	1,091	7,181	7,181	7,200	0%
6340 Dues Subscriptions Permits	3,609	3,814	3,959	3,900	3,900	4,100	5%
6350 Office Expense	12,105	10,013	14,290	20,772	20,772	23,592	14%
6356 Computer and Software	12,225	18,960	17,235	17,975	17,975	18,515	3%
6390 Communications	19,836	12,223	8,662	10,439	6,696	6,696	0%
6525 Consulting Services	4,000	6,000	0	0	0	0	0%
6527 Outside Services	20,670	21,731	20,117	20,724	20,724	21,840	5%
6770 Insurance	99,513	100,769	112,891	127,000	115,212	125,216	9%
Total Expense	7,902,681	5,452,756	8,422,091	13,209,323	8,223,372	13,658,057	66%
Net Income not including							
Depreciation or Major Maintenance	\$3,536,933	\$2,982,010	\$5,009,865	\$4,822,585	\$3,917,457	\$3,980,178	2%



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 the 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 FY2023 budget for the Golf Administration Department is \$652K, which is a 11% increase from the FY2022 budget.

- Salaries and related costs are the largest portion of the Golf Administration department's budget and comprise 30% (\$192K) of the total FY2023 operating budget for the Golf Administration. Headcount-related items include salaries, payroll taxes, unemployment taxes, group insurance and IMRF contributions.
- Insurance is 13.7% (\$90K) of the total FY2023 budget. Insurance includes auto, commercial, liability, and workers compensation.
- Credit Card expense is 10.4% (\$67k) of the total FY2023 budget.
- Property Taxes of the Golf Administration department's budget and makes up 9.1% (\$58.8K) of the total FY2023 budget. This includes all property taxes related to the clubhouse and land at Prairie Landing Golf Club.

Significant Variances

Group Insurance – FY2023 budget includes a 4940% (\$16.9K) increase due to an employee adding insurance coverage.

Dues Subscriptions Permits – FY2022 budget includes a 107% (\$10.3K) increase due to monthly subscription costs for a new POS placed in service during 2022.

Utilities – Utilities are budgeted to increase 27.5% (\$15K) in 2023. The increase is due to rising costs in 2022 and expected to continue for 2023 for utility services.

Department P100 - Golf Administration

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3981 Gain on Sale of Fixed Assets	0	13,926	525	250	0	0	0%
3990 Misc. Income	15,672	2,209	4,024	3,326	2,500	2,500	0%
Total Revenue	15,672	16,135	4,549	3,576	2,500	2,500	0%
4300 Credit Card Expense	47,655	56,731	68,421	67,000	67,000	67,000	0%
4400 Assn Outing Customer Comps.	2,590	1,840	1,394	3,000	3,000	3,000	0%
5205 Maintenance Expense	22,292	24,330	21,162	25,000	25,000	25,000	0%
5415 Garbage/Waste Removal	1,875	2,220	2,544	2,220	2,220	1,500	-32%
5430 Supplies	3,499	6,330	8,668	7,500	6,000	7,500	25%
5437 Rental Towel Linen etc	0	352	610	750	600	750	25%
5440 DOT/Drug Testing/Background	2,108	3,110	2,650	3,000	3,000	3,000	0%
5710 Utilities Natural Gas	8,138	7,000	11,055	14,000	9,300	16,000	72%
5720 Utilities Electric	33,779	31,213	44,299	45,000	41,000	49,350	20%
5730 Utilities Water/Sewer	3,851	4,704	4,284	4,300	4,300	4,300	0%
5999 Miscellaneous Expense	(17)	234	73	0	0	0	0%
6100 Salaries	81,933	43,924	163,557	160,858	144,111	153,186	6%
6110 Payroll Taxes	5,835	3,353	13,358	13,009	11,025	11,719	6%
6115 Unemployment taxes	748	1,173	1,256	1,800	1,848	1,849	0%
6120 Group Insurance	24,644	4,123	264	12,896	343	17,286	4940%
6160 IMRF	6,284	782	(24,541)	11,009	9,714	8,164	-16%
6200 Property Tax	33,367	81,386	(16,844)	39,000	60,000	58,800	-2%
6300 Marketing/Advertising	56,608	64,433	56,950	37,000	42,000	40,000	-5%
6320 Community/Customer Relations	457	0	0	0	0	0	0%
6340 Dues Subscriptions Permits	9,408	4,567	12,363	19,100	9,680	20,000	107%
6350 Office Expense	3,674	5,408	4,287	6,292	3,000	5,000	67%
6356 Computer and Software	5,320	14,387	10,161	26,046	10,200	7,004	-31%
6390 Communications	11,094	13,175	19,417	16,320	16,320	19,200	18%
6527 Outside Services	24,932	32,593	30,139	28,500	28,500	29,496	3%
6535 Legal	19,103	24,848	13,822	15,000	15,000	15,000	0%
6770 Insurance	60,783	64,788	72,040	82,250	73,800	89,896	22%
Total Expense	469,961	497,004	521,388	640,850	586,961	654,000	11%
Net Income not including							
Depreciation or Major Maintenance	(\$454,290)	(\$480,870)	(\$516,839)	(\$637,274)	(\$584,461)	(\$651,500)	-11%

P200 - Golf Maintenance

The PLGC Maintenance Department is comprised of (5) full-time staff positions (Course Superintendent, Spray Tech, 2 Foreman and Mechanic), (9) full-time seasonal employees, and (3) positions classified as temporary summer help. The department's main objective is to provide championship-caliber golf course conditioning 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 FY2023 budget for Golf Maintenance is \$832K, which is a 2% decrease from the FY2022 budget.

- Salaries and related costs are the largest portion of the Golf Maintenance budget. Headcount expenses are 73.7% (\$613.6K) of the total FY2023 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- Fertilizer/Pesticides is 6% (\$90K) of the total FY2023 operating budget for Golf Maintenance. This line includes fertilizers and plant protectants used throughout the year on the golf course.
- The remaining 20.3% (\$128.8K) of expenses of the FY2023 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

Utilities – Utilities are budgeted to increase 58% (\$8K) in 2023. The increase is due to rising costs in 2022 and expected to continue for 2023 for utility services.

Department P200 - Golf Maintenance

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
Total Revenue	0	0	0	0	0	0	0%
5205 Maintenance Expense	31,996	33,228	27,948	31,000	31,000	28,000	-10%
5415 Garbage/Waste Removal	1,375	1,404	1,403	1,440	1,440	816	-43%
5420 Fuel/Oil Vehicles Equipment	14,548	9,238	15,369	20,000	14,500	17,500	21%
5430 Supplies	6,906	3,400	6,383	5,500	5,500	5,500	0%
5431 Top Dressing / Bunker Sands	7,792	5,684	1,015	7,000	8,000	8,000	0%
5432 Landscape Supplies	2,473	1,014	10,701	5,000	5,000	5,000	0%
5434 Fertilizer/Pesticides	77,251	89,844	90,108	85,000	85,000	90,000	6%
5436 Rental Equipment	2,987	2,273	1,894	3,500	3,500	3,500	0%
5710 Utilities Natural Gas	2,996	2,371	2,662	3,970	2,670	4,089	53%
5720 Utilities Electric	8,523	11,243	12,940	11,800	7,711	14,500	88%
5730 Utilities Water/Sewer	3,622	3,928	3,719	3,770	3,770	3,800	1%
6100 Salaries	447,730	471,350	491,154	495,735	542,335	521,417	-4%
6110 Payroll Taxes	33,768	36,147	37,689	37,411	41,489	39,888	-4%
6115 Unemployment taxes	11,633	8,765	9,363	11,400	15,020	12,229	-19%
6120 Group Insurance	40,443	40,046	40,198	42,085	44,292	40,085	-9%
6130 Uniforms	1,872	789	329	2,000	2,000	2,500	25%
6160 IMRF	29,562	6,933	(56,059)	28,761	30,741	24,181	-21%
6340 Dues Subscriptions Permits	705	705	960	800	800	3,800	375%
6390 Communications	6,047	6,094	4,369	5,220	5,220	5,220	0%
6525 Consulting Services	0	0	1,217	0	0	0	0%
6527 Outside Services	2,921	2,629	0	2,000	3,500	2,500	-29%
Total Expense	735,150	737,084	703,360	803,392	853,488	832,525	-2%
Net Income not including							
Depreciation or Major Maintenance	(\$735,150)	(\$737,084)	(\$703,360)	(\$803,392)	(\$853,488)	(\$832,525)	2%

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 (2) full-time employee, (5) part-time employees, and (22) seasonal employees. The full-time and part-time employees include the golf operations manager, pro shop assistant, 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 managing 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 FY2023 budget for the Golf Operations Department includes total revenues of \$1.56M and total expenses of \$400K. The overall budgeted Net Income of \$1.160M for FY2023 is 6% lower than the FY2022 budget.

- Greens Fees & Golf Cart Rentals are the largest portion of revenue for the Golf Operations' budget. These items comprise 61.6% (\$960K) of the total FY2023 revenue. We are anticipating a total of 25,000 rounds of golf in FY2023.
- Memberships and Practice Center account for 30.5% (\$475K) of total revenues. We are anticipating 200 total memberships in FY2023.
- Salaries and related costs are the largest expense portion of the Golf Operations' budget. Headcount-related items comprise 62.8% (\$251K) of the total FY2023 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 decrease 7% (\$75K) in FY2023. This is due to the anticipated decrease in the number of rounds to be played in 2023 vs. last year.

Maintenance Expense- Expense is expected to increase 368% (\$33.1K) due to GPS replacement on the golf carts in 2023.

Department P300 - Golf Operations
Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3300 Greens Fees	579,196	770,100	714,462	640,000	680,000	640,000	-6%
3310 Golf Cart Rentals	340,711	296,483	321,533	280,000	355,000	320,000	-10%
3320 Memberships	176,853	186,857	374,757	408,389	340,000	380,000	12%
3330 Club Rentals	5,175	633	2,278	2,000	1,500	2,000	33%
3340 Golf Academy	7,275	5,751	5,000	5,000	5,000	5,000	0%
3350 Practice Center	147,769	129,780	100,809	90,000	95,000	95,000	0%
3380 Golf Merchandise Sales	99,052	81,897	108,669	110,000	105,000	115,000	10%
3385 Hole 'N One Contest	4,055	2,601	3,444	5,000	3,500	5,000	43%
3390 Awards Expense	(1,678)	0	0	0	0	0	0%
3395 Discount Expense	(29)	(67)	0	0	0	0	0%
3396 Discount Expense Golf Moose	(6,397)	(4,485)	(4,732)	(3,000)	(3,000)	(3,000)	0%
3398 Discount Expense Member Incentives	0	(22,823)	0	0	0	0	0%
Total Revenue	1,351,980	1,446,727	1,626,221	1,537,389	1,582,000	1,559,000	-1%
4330 Merchandise COGS	71,787	55,440	73,910	79,500	71,400	80,500	13%
5205 Maintenance Expense	1,385	4,109	10,400	32,000	9,000	42,100	368%
5430 Supplies	10,234	9,583	13,933	14,000	14,000	15,000	7%
6100 Salaries	196,690	248,369	219,318	215,112	210,830	220,820	5%
6110 Payroll Taxes	15,015	19,318	17,442	16,565	16,126	16,893	5%
6115 Unemployment taxes	8,494	7,616	7,793	9,000	11,383	9,092	-20%
6120 Group Insurance	5,328	112	159	170	132	129	-2%
6130 Uniforms	2,319	3,293	2,644	3,500	3,500	3,500	0%
6160 IMRF	7,897	2,063	(10,585)	5,321	4,826	4,272	-11%
6527 Outside Services	5,766	5,385	4,535	7,500	6,000	7,500	25%
Total Expense	324,915	355,288	339,550	382,668	347,197	399,806	15%
Net Income not including							
Depreciation or Major Maintenance	\$1,027,065	\$1,091,438	\$1,286,671	\$1,154,721	\$1,234,803	\$1,159,194	-6%

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 Banquets department, the P600 In-house Events department, the P700 Golf Outings department, and the P800 Golf Kitchen department. Budgets and summaries for the individual departments follow the consolidated view.

PLGC F&B Operations (P400-P800)

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3300 Greens Fees	80,104	72,129	174,905	209,500	132,471	216,070	63%
3310 Golf Cart Rentals	28,512	23,717	67,125	73,500	51,056	73,780	45%
3600 Food Sales	470,907	176,275	498,362	583,500	562,714	569,090	1%
3610 Beverage Sales	211,562	237,654	306,355	281,000	316,459	312,250	-1%
3620 Banquet Rental Income	45,888	19,078	57,486	48,300	30,000	34,010	13%
Total Revenue	836,973	528,852	1,104,233	1,195,800	1,092,700	1,205,200	10%
4315 Food COGS	110,117	65,440	145,851	176,079	168,816	170,727	1%
4320 Beverage COGS	66,783	59,552	95,369	94,900	98,103	89,772	-8%
5205 Maintenance Expense	4,613	4,058	10,531	9,439	8,996	8,500	-6%
5430 Supplies	14,751	13,798	27,941	35,470	19,996	35,000	75%
5435 Small Equipment	5,308	3,923	5,638	7,900	7,000	6,000	-14%
5436 Rental Equipment	25,300	13,612	76,806	45,800	31,500	51,500	63%
5437 Rental Towel Linen etc	16,150	6,187	16,071	18,000	15,000	18,000	20%
6100 Salaries	238,148	261,954	261,867	345,698	332,997	347,540	4%
6110 Payroll Taxes	22,874	23,798	28,966	29,591	25,475	26,584	4%
6115 Unemployment taxes	9,833	8,649	11,125	14,244	12,997	9,907	-24%
6120 Group Insurance	24,088	18,064	20,252	29,043	42,417	30,533	-28%
6130 Uniforms	2,892	2,522	1,442	3,500	3,500	3,500	0%
6160 IMRF	12,917	3,399	(33,441)	18,452	14,121	14,273	1%
Total Expense	553,775	484,957	668,419	828,116	780,918	811,836	4%
Net Income not including Depreciation or Major Maintenance	\$283,198	\$43,896	\$435,814	\$367,684	\$311,782	\$393,364	26%

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 a Bar Manager, and the seasonal staff includes bartenders, servers, beverage cart staff, and halfway attendants.

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

Budget Summary

The FY2023 budget for the a la carte Food & Beverage Department includes \$400K in total revenues and \$254K of total expenses. The overall budgeted Net Income of \$145K is a 33% improvement from the FY2022 budget

- Salaries and related costs are the largest expense in the Food & Beverage Department's budget. Headcount-related expenses comprise 48% of the total FY2023 budget related to expenses. This includes salaries, payroll taxes, unemployment taxes, group insurance and IMRF contributions.
- Food & Beverage Cost of Goods Sold is 45.8% (\$116.5K) of the total expenses budgeted in FY2023. 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 29% of beverage sales.
- The remaining 6.2% (\$7.5K) of the FY2023 budgeted expenses includes maintenance to kitchen related items, supplies, purchase of small equipment and staff uniforms.

Significant Variances

Food & Beverage Sales - The FY2023 budget includes an 10% (\$35K) increase over last year's budget as we anticipate a higher volume of sales as the impact of COVID continues to decrease.

Group Insurance –Group Insurance is budgeted to decrease 40% (\$5.4K) due to change in employee elections.

Department P400 - Golf Food and Beverage

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3600 Food Sales	57,171	62,642	108,452	120,000	100,000	120,000	20%
3610 Beverage Sales	174,663	232,724	291,890	265,000	265,000	280,000	6%
Total Revenue	231,834	295,366	400,342	385,000	365,000	400,000	10%
4315 Food COGS	13,369	23,255	32,217	36,000	30,000	36,000	20%
4320 Beverage COGS	58,571	58,642	95,115	89,000	82,150	80,500	-2%
5205 Maintenance Expense	4,613	4,058	956	2,000	2,000	2,000	0%
5430 Supplies	9,705	12,172	2,136	4,000	2,500	2,500	0%
5435 Small Equipment	5,308	3,923	0	2,900	1,000	1,000	0%
6100 Salaries	154,585	166,502	110,571	104,865	105,272	106,605	1%
6110 Payroll Taxes	13,736	15,813	14,014	9,796	8,054	8,153	1%
6115 Unemployment taxes	5,719	6,528	5,681	6,119	5,072	4,544	-10%
6120 Group Insurance	13,974	9,433	8,012	11,758	13,476	8,112	-40%
6130 Uniforms	1,875	1,717	1,133	2,000	2,000	2,000	0%
6160 IMRF	12,917	3,399	(41,325)	5,396	3,904	2,849	-27%
Total Expense	294,373	305,442	228,511	273,834	255,428	254,263	0%
Net Income not including Depreciation or Major Maintenance	(\$62,539)	(\$10,076)	\$171,830	\$111,166	\$109,572	\$145,737	33%

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 Banquets Department employs (1) full-time staff and (10) part-time staff. The full-time staff is the Client Services Manager. The part-time staffs include servers and bussers. With our 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 banquets. 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 FY2023 budget for the Banquets Department includes \$230K of total revenues and \$207K of total expenses. The overall budgeted Net Income of \$23K is a 71% decrease from the FY2022 budget.

- Total revenue for Food & Beverage Sales is \$215K for FY2022. These revenue line items include the food and beverage for 10 weddings budgeted in FY2023.
- Salaries and related costs are the largest expense in the Weddings department budget. Headcount-related items comprise 52.6% (\$109K) of the total FY2023 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 31% (\$64K) of the total FY2023 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 29% of beverage sales.
- The remaining 16.4% (\$34K) of the FY2023 budget includes supplies, rental equipment, linens, and staff uniforms.

Significant Variances

Total F&B Revenue- Revenues are budgeted to decrease 31% (\$102.5k) from FY 2022 budget. The planned number of weddings is decreasing from the FY2022 budget. Along with F&B Revenue decreasing, Food & Beverage Cost of Goods Sold is decreasing 30% (\$27.3k) due to the decreased number of events anticipated for 2023.

Department P500 - Golf Banquets

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3600 Food Sales	172,869	16,324	175,026	213,000	251,241	182,750	-27%
3610 Beverage Sales	36,899	4,930	14,465	16,000	51,459	32,250	-37%
3620 Banquet Rental Income	38,808	14,322	44,212	36,500	30,000	15,200	-49%
Total Revenue	248,577	35,576	233,703	265,500	332,700	230,200	-31%
4315 Food COGS	40,424	6,060	51,009	63,900	75,374	54,825	-27%
4320 Beverage COGS	6,521	911	50	5,900	15,953	9,272	-42%
5430 Supplies	5,046	1,626	4,795	5,000	5,000	5,000	0%
5436 Rental Equipment	25,300	13,612	76,074	45,000	30,000	10,000	-67%
5437 Rental Towel Linen etc	16,150	6,187	16,071	18,000	15,000	18,000	20%
6100 Salaries	83,563	95,451	36,469	76,910	84,239	82,850	-2%
6110 Payroll Taxes	9,138	7,985	6,210	7,901	6,444	6,338	-2%
6115 Unemployment taxes	4,114	2,121	3,197	3,368	3,126	2,226	-29%
6120 Group Insurance	10,113	8,631	53	7,440	13,461	14,188	5%
6130 Uniforms	1,017	805	0	1,000	1,000	1,000	0%
6160 IMRF	0	0	871	4,598	3,507	3,270	-7%
Total Expense	201,387	143,390	194,798	239,017	253,104	206,969	-18%
Net Income not including							
Depreciation or Major Maintenance	\$47,189	(\$107,814)	\$38,905	\$26,483	\$79,596	\$23,231	-71%

P600 – In-house Events

The PLGC In-house Events Department tracks special events hosted by Prairie Landing. In-house Events includes events such as Easter Brunch, Mother’s Day Brunch, Breakfast with Santa, and themed dinners. 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 FY2023 Net Income budgeted for In-House Events is \$21.8K, which is a 3% (\$700) decrease from the FY2022 budget.

- Revenue in this department is from food sales related to In-House Events anticipated for 2023. The Food Sales Revenue is \$45K, which is flat from the FY2022 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 flat from the FY2022 budget.

Significant Variances

The total FY2023 budget is relatively unchanged from the prior year.

Department P600 - Golf In-house Events

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3600 Food Sales	130,565	25,644	16,324	33,000	45,000	45,000	0%
3620 Banquet Rental Income	6,170	425	66	0	0	0	0%
Total Revenue	136,735	26,069	16,390	33,000	45,000	45,000	0%
4315 Food COGS	30,531	9,520	4,758	10,929	13,500	13,500	0%
4320 Beverage COGS	1,691	0	0	0	0	0	0%
5430 Supplies	0	0	951	1,470	2,500	2,500	0%
5436 Rental Equipment	0	0	731	800	1,500	1,500	0%
6100 Salaries	0	0	166	4,660	4,500	5,125	14%
6110 Payroll Taxes	0	0	19	357	344	389	13%
6115 Unemployment taxes	0	0	12	321	180	231	28%
Total Expense	32,222	9,520	6,637	18,537	22,524	23,245	3%
Net Income not including							
Depreciation or Major Maintenance	\$104,513	\$16,549	\$9,753	\$14,463	\$22,476	\$21,755	-3%

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 FY2023 Net Income budgeted for Golf Outings is \$424K, which is an increase of 41% (\$123.4K) from the FY2022 budget.

- Revenue in this department is from greens fees, cart rentals, and food sales related to Golf Outings anticipated for the 2023 golf season. Revenue estimates are based on 50 outings anticipated during the 2023 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 FY2023. FY2022 forecast is 46% over the FY2022 budget as there has been a strong demand for outings. We are anticipating a 51% (\$180k) increase in FY2023 from the FY2022 budget. We expect the demand for outings to remain strong.

Department P700 - Golf Outings

Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3300 Greens Fees	80,104	72,129	174,905	209,500	132,471	216,070	63%
3310 Golf Cart Rentals	28,512	23,717	67,125	73,500	51,056	73,780	45%
3600 Food Sales	110,302	71,664	198,560	217,500	166,473	221,340	33%
3620 Banquet Rental Income	910	4,331	13,208	11,800	0	18,810	0%
Total Revenue	219,828	171,842	453,798	512,300	350,000	530,000	51%
4315 Food COGS	25,793	26,604	57,868	65,250	49,942	66,402	33%
4320 Beverage COGS	0	0	203	0	0	0	0%
5436 Rental Equipment	0	0	0	0	0	40,000	0%
Total Expense	25,793	26,604	58,071	65,250	49,942	106,402	113%
Net Income not including Depreciation or Major Maintenance	\$194,034	\$145,237	\$395,727	\$447,050	\$300,058	\$423,598	41%

P800 - Golf Kitchen

The PLGC Kitchen Department is comprised of (2) full-time staff positions (Chef and Sous Chef) and (2) 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 costs, 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 FY2023 Net Loss budgeted for the Kitchen is \$221K, which is an increase of 11% (\$21K) from the FY2022 budget.

- Salaries and related costs are the largest portion of the Kitchen budget. Headcount expenses are 83.3% (\$184K) of the total FY2022 budget and include salaries, payroll taxes, unemployment taxes, group insurance, and IMRF contributions.
- The remaining 16.7% (\$37K) of expenses of the FY2023 budget includes maintenance for equipment, supplies, small equipment, and uniforms.

Significant Variances

Supplies – Supplies expense are budgeted to increase about 150% (\$15K) due to rising market prices in 2022 and we expect them to continue through 2023. Also, supplies is increasing due to more paper product use due to events being held outside in the tent.

Department P800 - Golf Kitchen
Statement of Revenues and Expenses

	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
Total Revenue	0	0	0	0	0	0	0%
5205 Maintenance Expense	0	0	9,575	7,439	6,996	6,500	-7%
5430 Supplies	0	0	20,059	25,000	9,996	25,000	150%
5435 Small Equipment	0	0	5,638	5,000	6,000	5,000	-17%
6100 Salaries	0	0	114,661	159,263	138,986	152,960	10%
6110 Payroll Taxes	0	0	8,723	11,537	10,633	11,704	10%
6115 Unemployment taxes	0	0	2,235	4,436	4,619	2,906	-37%
6120 Group Insurance	0	0	12,188	9,845	15,480	8,233	-47%
6130 Uniforms	0	0	309	500	500	500	0%
6160 IMRF	0	0	7,014	8,458	6,710	8,154	22%
Total Expense	0	0	180,402	231,478	199,920	220,957	11%
Net Income not including Depreciation or Major Maintenance	\$0	\$0	(\$180,402)	(\$231,478)	(\$199,920)	(\$220,957)	-11%

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 FY2023 budget for Kitty Hawk Café includes \$13.2K in total revenues and \$90K in total expenses. The overall budgeted Net Loss of \$77K is reimbursed by the DuPage Flight Center and represents an 4% increase from the FY2022 budget.

- Food & Beverage Sales are budgeted at \$13.2K 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 75% of the total FY2023 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 12.7% (\$11.4K) of total expenses budgeted in FY2023. These line items include the cost of the food and beverages sold at the café.
- The remaining 12.3% of budgeted expenses (\$11.1K) includes utilities, waste removal, equipment, credit card fees, supplies, and permits.

Significant Variances

The total FY2023 budget is relatively unchanged from the prior year.

Department P900 - Kitty Hawk Café

Statement of Revenues and Expenses

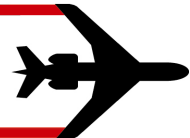
	ACTUALS			FORECAST	ANNUAL PLAN		
	2019	2020	2021	2022	2022	2023	% Change
3600 Food Sales	15,475	4,816	8,826	13,000	13,000	12,000	-8%
3610 Beverage Sales	1,908	571	1,051	1,200	1,200	1,200	0%
Total Revenue	17,383	5,387	9,877	14,200	14,200	13,200	-7%
4300 Credit Card Expense	1,013	513	375	1,500	852	1,054	24%
4315 Food COGS	11,605	5,559	6,075	9,753	9,753	9,002	-8%
4320 Beverage COGS	2,711	2,037	3,597	2,412	2,400	2,400	0%
5205 Maintenance Expense	225	167	99	1,000	480	500	4%
5415 Garbage/Waste Removal	594	252	(71)	300	300	252	-16%
5430 Supplies	1,680	1,518	2,244	2,400	2,400	2,400	0%
5435 Small Equipment	1,140	1,140	3,632	1,208	1,140	1,284	13%
5720 Utilities Electric	2,853	2,416	2,352	2,882	2,882	2,968	3%
5999 Miscellaneous Expense	(67)	(1)	9	0	0	0	0%
6100 Salaries	34,463	34,394	37,491	39,807	39,690	41,137	4%
6110 Payroll Taxes	2,306	2,266	2,523	2,942	3,036	3,147	4%
6115 Unemployment taxes	820	558	658	697	908	716	-21%
6120 Group Insurance	24,979	20,181	21,478	21,422	21,333	22,501	5%
6160 IMRF	2,741	642	(10,988)	2,759	2,672	2,193	-18%
6340 Dues Subscriptions Permits	561	749	304	650	350	650	86%
6800 Kitty Hawk Loss Reimbursement	(70,240)	(69,238)	(74,054)	(75,532)	(73,996)	(77,004)	-4%
Total Expense	17,383	3,153	(4,277)	14,200	14,200	13,200	-7%
Net Income not including							
Depreciation or Major Maintenance	\$0	\$2,234	\$14,154	\$0	\$0	\$0	0%



DUPAGE AIRPORT AUTHORITY

CHICAGO LANDS

DUPAGE FLIGHT CENTER



Capital Improvements & Major Maintenance Program 2023

DUPAGE AIRPORT AUTHORITY 2023 CAPITAL & MAJOR MAINTENANCE PLAN

DuPage Airport Authority managers start the process in June of compiling a list of capital and major maintenance projects for their departments. The list is reviewed by the Executive Director and Finance Director to determine which projects will be funded in the current budget year. This list is presented to the Board of Directors for final approval. DuPage Airport Authority funds their capital and major maintenance plan from current cash reserves and property tax revenue. We have no expectations to finance any of these projects. In addition, we currently have no outstanding debt.

Capital Summary	
DAA	\$ 3,929,264
DFC	\$ 104,900
PLG	<u>\$ 3,604,678</u>
Total Capital	\$ 7,638,842
Major Maintenance Summary	
DAA	\$ 420,500
DFC	\$ 250,000
PLG	<u>\$ 135,852</u>
Total Major Maintenance	\$ 806,352
NEW FUNDS REQUESTED FOR CAPITAL & MAJOR MAINTENANCE	\$ 8,445,194
Capital Funds Carried Over from Prior Year	\$ 22,311,949
Grant Funding	\$ 4,722,868
TOTAL CAPITAL & MAJOR MAINTENANCE PLAN	\$ 35,480,011

Capital Projects & Assets			New \$	Carryover \$	Grant \$	Total \$
DAA	Building	Construct New Hangar: South Hightail Ramp	-	18,442,323	-	18,442,323
DAA	Field	Airport Perimeter Security & Wildlife Fencing Phase2 (DPA-4773)	84,612	-	1,607,623	1,692,235
DAA	Building	Flight Center Elevator Traction Car Driver Modification (4 Cars)	950,000	550,000	-	1,500,000
DAA	Field	Runway 10/28 Avigation Easement Acquisition	-	1,432,373	-	1,432,373
DAA	Field	Rehabilitate Runway 10/28 Electrical Systems	63,500	-	1,206,500	1,270,000
DAA	Field	Airport Perimeter Road Resurfacing - W. Tower Road & DuPage Drive	66,000	-	594,000	660,000
DAA	Field	Rehabilitate Airfield Pavements.	25,000	-	475,000	500,000
DAA	Field	Property Acquisition Parcel 1 - North of 64/West of Powis Road	22,150	442,850	-	465,000
DAA	Field	Reconfiguration of Taxiway E between Runway 15/33 and Taxiway B	22,881	-	434,745	457,626
DAA	Field	Construct New Auto Parking Lot	45,000	-	405,000	450,000
DAA	Building	Building Envelope Renovation: Various Buildings	385,000	-	-	385,000
DAA	Building	Roof Overlay and Gutters at 3N040 Powis Road	295,000	-	-	295,000
DAA	Building	Replace Heaters at Hangars E1, E2, & E19	-	291,468	-	291,468
DAA	Field	Reconstruct Parking Lot Drainage Between Hangar E20 and E21	285,000	-	-	285,000
DAA	Building	Repaint 3N060 Powis Including Siding Repairs	225,100	-	-	225,100
DAA	Equipment	6-Wheel Dump Truck w/Sodium Spreader & Wetting System	-	195,707	-	195,707
DAA	Field	Taxiway Pavement Repairs: Lima/Golf, Whiskey/Golf, Yankee/Charlie, 2L/Zulu	-	184,556	-	184,556
DAA	Building	1955 Aviation Office Area Roof Replacement	170,000	-	-	170,000
DAA	Building	Add Fire Alarm System - Hangar E21 & 31W731 North Ave	126,000	-	-	126,000
DAA	Building	Roof Restoration at ATCT	110,000	-	-	110,000
DAA	Equipment	Replace Surveillance and Access Control Hardware	50,000	50,000	-	100,000
DAA	Field	Green Initiatives Infrastructure Consulting	100,000	-	-	100,000
DAA	Equipment	Ferris Airfield Mowers (Qty 2)	80,000	-	-	80,000
DAA	Building	E18, E19 and 3N020 Powis Transfer Switch/Generator Plug	71,361	-	-	71,361
DAA	Equipment	Remote Slope Mower	70,000	-	-	70,000
DAA	Field	Add Electrical Panels to Hangar E9 and E20	-	64,800	-	64,800
DAA	Building	Replace Fire Alarm System – SE Hangar and 3N060 Powis	-	61,545	-	61,545
DAA	Equipment	Replace Servers for IT Network	-	60,000	-	60,000
DAA	Building	Epoxy Floors for 98 Hangar (4 Bays)	60,000	-	-	60,000
DAA	Building	Roof Renovations at Planemasters and E10/11 Hangars	55,510	-	-	55,510
DAA	Equipment	Furniture: Office/Conference Room/Lounge	52,000	-	-	52,000
DAA	Field	5010 Obstruction Tree Removal and Trimming	20,000	30,000	-	50,000
DAA	Equipment	Cargo Van for DAA Maintenance	48,000	-	-	48,000
DAA	Building	Epoxy Floor Coating: 1955 Aviation Hangar and SHT Hangar Bay 4	-	47,677	-	47,677
DAA	Building	Replacement of 2 RTU's at Old Admin	40,000	-	-	40,000
DAA	Building	Replace RTU Old Administration Building & AHU at TEA	-	39,900	-	39,900
DAA	Building	Backflow for Domestic Water E20, E17 and Planemasters	39,450	-	-	39,450
DAA	Equipment	Replace DAA Phone System	25,000	-	-	25,000
DAA	Equipment	Tenant Leasing Software	25,000	-	-	25,000
DAA	Field	Heat to Revolving Door at DFC	20,000	-	-	20,000
DAA	Equipment	98 & 99 Hangar Door Operator Replacement - Garage (7)	18,000	-	-	18,000
DAA	Equipment	6 Wheel Utility Vehicle	16,000	-	-	16,000
DAA	Field	Replacement Airfield Lighting Constant Current Regulator	15,000	-	-	15,000
DAA	Field	Replace Perimeter Fence Signage	15,000	-	-	15,000
DAA	Building	Flight Center, Diaken Compressor Repair	15,000	-	-	15,000
DAA	Equipment	AED Purchase - (7) DFC, DAA Maint, 3-ARFF, PLGC Clubhouse, PLGC Maint	14,000	-	-	14,000
DAA	Equipment	Water Heaters for SHT Bay 1 and 2	10,800	-	-	10,800
DAA	Building	Surveillance Equipment Electrical Upgrades	10,000	-	-	10,000
DAA	Equipment	Sidewalk Snow Broom Attachment	10,000	-	-	10,000
DAA	Equipment	MALSR and LDIN Light Remote Controls	10,000	-	-	10,000
DAA	Equipment	Door Operator Replacement	7,900	-	-	7,900
DAA	Building	HVAC Control tower temp sensor upgrade to mitigate temp swings (Work at Various Loca	6,000	-	-	6,000
DAA	Equipment	ADD 2 Post Lift	-	5,876	-	5,876
DFC	Equipment	Upgrade BAS at DuPage Flight Center	7,500	81,000	-	88,500
DFC	Building	Flight Center Lower Drive Lift Station	47,400	-	-	47,400
DFC	Equipment	Air Stairs	-	30,000	-	30,000
DFC	Equipment	Flight Center Golf Carts (2)	25,000	-	-	25,000
DFC	Building	Pilot's Lounge Renovations	25,000	-	-	25,000
PLG	Field	Replace Prairie Landing Irrigation System	2,800,000	-	-	2,800,000
PLG	Field	Prairie Landing Golf Club Bridge Repairs	315,000	85,000	-	400,000
PLG	Building	Mens Locker Room Renovation	73,126	116,874	-	190,000
PLG	Building	Epoxy Floor at Grill Room and Banquet Kitchen	152,000	-	-	152,000
PLG	Equipment	300 Gallon Diesel 4WD GPS Turf Sprayer	135,000	-	-	135,000
PLG	Building	PLGC Cart Barn Overhead Door Replacement & Maintenance Shop	36,052	-	-	36,052
PLG	Equipment	New Kitchen Supplies/Equipment / Outdoor Grill	32,000	-	-	32,000
PLG	Equipment	New furniture for Sales office, Banquet office, Kitchen office, Downstairs needs new furni	25,000	-	-	25,000
PLG	Equipment	Gas-Powered Beverage Cart	24,000	-	-	24,000
PLG	Equipment	Sickle-Mower attachment	12,500	-	-	12,500
DAA	Contingency	Contingency	150,000	-	-	150,000
Total Capital			7,638,842	22,211,949	4,722,868	34,573,659

Major Maintenance Projects			New \$	Carryover \$	Grant \$	Total \$
DAA	Building	Stormwater Drainage Canal Maintenance & Pond Maintenance	200,000	-	-	200,000
DAA	Field	Airfield Pavement Marking	118,000	-	-	118,000
DAA	Field	Demo Comm Building & Fiber Vault	15,000	100,000	-	115,000
DAA	Building	Demo Hangar N7 and Old Cameron Building	50,000	-	-	50,000
DAA	Field	Crackfill and Sealcoat North Avenue Parking Lot	37,500	-	-	37,500
DFC	Building	Flight Center Deck Face and Retaining Wall Repairs	250,000	-	-	250,000
PLG	Equipment	Replacement of Golf Cart Batteries	47,652	-	-	47,652
PLG	Field	Crackfill Longest Drive	46,500	-	-	46,500
PLG	Field	Spring controlled-burn project	16,500	-	-	16,500
PLG	Equipment	Golf Cart GPS Screen Upgrades	15,200	-	-	15,200
PLG	Equipment	Tire Replacement on Golf Carts	10,000	-	-	10,000
			806,352	100,000	-	906,352

Total Capital & Major Maintenance			8,445,194	22,311,949	4,722,868	35,480,011
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DUPAGE AIRPORT AUTHORITY

Construct New Hangar South Hightail Ramp	\$18,442,323
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.	
Airport Perimeter Security & Wildlife Fencing - Phase 2 (South End) (AIP Project)	\$1,692,235
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.	
Flight Center Elevator Traction Car Driver Modification (4 Cars)	\$1,500,000
Replacement of obsolete controls for four (4) passenger elevator cars in the DuPage Flight Center.	
Runway 10/28 Avigation Easement Acquisition	\$1,432,373
Acquire ALP defined RPZ and Approach/Transitional Zone Easements.	
Rehabilitate Runway 10-28 Electrical Systems	\$1,270,000
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.	
Airport Perimeter Road Resurfacing- W. Tower Road & DuPage Drive	\$660,000
State/Local Program Project (State grand fun with local share participation). Mill and overlay west Tower Road & DuPage Drive	
Rehabilitate Airfield Pavements	\$500,000
Isolated pavement replacement Runway 2L/20R, Runway 2R/20L, Taxiway C and Taxiway W	
Property Acquisition Parcel 1- North of 64/West of Powis Road	\$465,000
Property acquisition north of Route 64 and east of Powis Road	
Reconfiguration of Taxiway E between Runway 15/33 and Taxiway B	\$457,626
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.	
Construct New Auto Parking Lot	\$450,000
State/Local Program Project (State grant funds with local share participation). Construct new parking lot at the proposed South Hightail Ramp hangar.	

Building Envelope Renovation: Various Buildings	\$385,000
The building envelopes are the ARFF Station and RT hangar. RT requires joints sealed and envelope painted, as well as gutter work. ARFF requires repairs due to moisture penetration through precast and envelope painted.	
Roof Overlay and Gutters at 3N040 Powis Road	\$295,000
Replace roof and gutter system which is at the end of its useful life.	
Replace Heaters at Hangars E1, E2, & E19	\$291,468
Install infra-red heating systems to replace standalone unvented heaters which are at the end of their service lives.	
Reconstruct Parking Lot Drainage Between Hangar E20 and E21	\$285,000
Removed and replace failed drainage structures in parking lot	
Repaint 3N060 Powis including Siding Repairs	\$225,100
Repair damaged siding, gutters, and seal building envelope at 3N060 Powis	
Stormwater Drainage Canal Maintenance & Pond Maintenance	\$200,000
Vegetation and obstruction removal to maintain proper stormwater drainage waterflow.	
6-Wheel Dump Truck w/Sodium Spreader & Wetting System	\$195,707
Replace a 22-year-old truck and add the ability to have a larger sodium formate spreader to accommodate the widened runway. Under contract with original 400-day delivery.	
Taxiway Pavement Repairs: Lima/Golf, Whiskey/Golf, Yankee/Charlie, 2L/Zulu	\$184,556
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.	
1955 Aviation Office Area Roof Replacement	\$170,000
Replace membrane roof which is at the end of its useful life	
Add Fire Alarm System- Hangar E21 & 31W31 North Ave	\$126,000
Upgrade fire alarm systems to addressable systems as required by local code	
Airfield Pavement Marking	\$118,000
Scheduled pavement painting of runway, taxiway, and apron markings.	
Demo Comm Building & Fiber Vault	\$115,000
Demolition of the Communications Building in the DuPage Business Center. Construction of a fiber vault.	
Roof Restoration at ATCT	\$110,000
Replace membrane roof which is at the end of its useful life.	

Green Initiatives Infrastructure Consulting	\$100,000
Consulting necessary to plan and budget for future green initiative infrastructure	
Replace Surveillance and Access Control Hardware	\$100,000
As-needed repair and replacement of surveillance cameras, access control readers, and related hardware	
Ferris Airfield Mowers (Qty 2)	\$80,000
Replace two (2) ferris airfield mowers.	
E18, E19 and 3N020 Powis Transfer Switch/Generator Plug	\$71,361
Transfer switch to operate bi-fold hangar doors when power is out.	
Remote Slope Mower	\$70,000
Procurement of one (1) remote slope mower for enhanced safety on high slope waterway banks, waterway management and wildlife mitigation.	
Add Electrical Panels to Hangars E9 and E20	\$64,800
Add electrical panels to Hangar E9 and E20. Existing panels currently share a single breaker with another hangar.	
Replace Fire Alarm System- SE Hangar and 3N060 Powis	\$61,545
Replace fire alarm panels that are not addressable per code at the SE Hangar E21 and 3N060 Powis.	
Replace Servers for IT Network	\$60,000
Replace DAA's Hyper V network, which is at the end of its useful service life	
Epoxy Floors for 98 Hangar (4 Bays)	\$60,000
Epoxy floor paint for 98 Hangar Bays 1,2,3 &4.	
Roof Renovations at Planemasters and E10/11 Hangars	\$55,510
Roof Renovations at Planemasters and E10/11 Hangars	
Furniture: Office/Conference Room/Lounge	\$52,000
Replace worn and damaged furniture in various conference rooms and lounge areas	
5010 Obstruction Tree Removal and Trimming	\$50,000
Tree trimming and /or removal north of Route 64 for trees identified as a Part 77 surface obstruction	
Demo Hangar N7 and Old Cameron Building	\$50,000
Demolition of obsolete Hangar N7 and Old Cameron Building	
Cargo Van for DAA Maintenance	\$48,000
Replacement of a 2013 Building Maintenance van.	

Epoxy Floor Coating: 1955 Aviation Hangar and SHT Hangar Bay 4	\$47,677
Recoat worn epoxy hangar floors at 1955 Aviation and SHT Bay 4 Hangars	
Replacement of 2 RTU's at Old Admin	\$40,000
Replace two (2) HVAC rooftop units that are beyond their useful service life at the Old Administration building.	
Replace RTU Old Administration Building & AHU at TEA	\$39,900
Replace one (1) HVAC rooftop unit at the Old Administration building and one (1) HVAC air handling unit at 3N060 Powis Road. Both units are beyond their useful service life.	
Crackfill and Sealcoat North Avenue Parking Lot	\$37,500
Route, crackfill and sealcoat North Avenue Parking lot to preserve asphalt pavement surface.	
Replace DAA Phone System	\$25,000
Replace phones in the Flight Center and DAA Maintenance Building which are beyond their useful service life.	
Tenant Leasing Software	\$25,000
New cloud-based tenant leasing software	
Heat to Revolving Door at DFC	\$20,000
Add heat to revolving turnstile door at Flight Center entrance to mitigate door operating issues during winter conditions.	
98 & 99 Hangar Door Operator Replacement	\$18,000
Replace garage door operators which are at the end of their useful service lives.	
6 Wheel Utility Vehicle	\$16,000
6 Wheel Utility Vehicle to replace a 2007 utility vehicle for landscaping/misc. job assignments.	
Replacement Airfield Lighting Constant Current Regulator	\$15,000
Replace a 300KW airfield lighting regulator over 30 years old	
Replace Perimeter Fence Signage	\$15,000
Replace missing or damaged airfield perimeter regulatory signs.	
Flight Center, Diaken Compressor Repair	\$15,000
Replacement of Failed Compressor on Diaken Chiller Unit AGZ150, Circuit 1 Compressor #3, servicing Flight Center primary cooling system	
AED Purchase- DFC, DAA Maint, ARFF, PLGC Clubhouse, PLGC Maint	\$14,000
Upgrade AEDs to new software standards at seven (7) AED locations	

Water Heaters for SHT Bay 1 and 2	\$10,800
Replace water heater that are at the end of their useful service life	
Surveillance Equipment Electrical Upgrades	\$10,800
Provide dedicated electrical circuits to those surveillance devices which share power with other equipment.	
Sidewalk Snow Broom	\$10,000
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.	
MALSR and LDIN Remote Controls	\$10,000
Provide pilot-controlled lighting capability for MALSR and LDIN lights	
Door Operator Replacement	\$7,900
Replace two (2) door operators at DAA Maintenance which are at the end of their useful service life.	
HVAC Work at Various Locations	\$6,000
HVAC Control tower temp sensor upgrade to mitigate temp swings (work at various locations).	
2 Post Lift	\$5,876
Replaces a 27-year-old in-ground lift for vehicle maintenance with a safer above ground two post vehicle lift.	

DUPAGE FLIGHT CENTER

Flight Center Deck Face and Retaining Wall Repairs	\$250,000
Deck face repair to horizontal face below railing.	
Upgrade BAS at DuPage Flight Center	\$88,500
Replaces existing environmental controls in the DuPage Flight Center that is beyond its useful service life and requiring modernization.	
Flight Center Lower Drive Lift Station	\$47,400
Replace pump station controller at DFC.	
Air Stairs	\$30,000
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.	
Flight Center Golf Carts (2)	\$25,000
Replacement of two (2) general purpose golf carts for Flight Center use for customer/baggage transport. The existing carts have reached the end of their useful service life.	
Pilot's Lounge Renovations	\$25,000
Renovations and furnishings for new and existing pilot's lounge space at the DuPage Flight Center.	

PRAIRIE LANDING GOLF CLUB

Replace Prairie Landing Irrigation System	\$2,800,000
Replace original Prairie Landing Irrigation System	
Prairie Landing Golf Club Bridge Repairs	\$400,000
Several of the bridges on the golf course property need 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.	
Renovate Men's Locker Rooms at PLGC Clubhouse	\$190,000
Renovate the existing men's locker rooms including new walls, floor tiles, toilet partitions, toilet accessories, countertops, sinks and lighting.	
Epoxy Floors at Grill Room and Banquet Kitchens	\$152,000
Remove and replace original tile floors in the Grill Room and Baquet Kitchens with epoxy floors to improve cleaning and food safety standards.	
300 Gallon Diesel 4WD GPS Turf Sprayer	\$135,000
Replacement of GPS sprayer for daily applications required on the golf course. This is a critical piece of equipment.	
Replacement of Golf Cart Batteries	\$47,652
Due to age, replacement of batteries in 38 golf carts- 6 batteries per cart.	
Crack fill of Longest Drive	\$46,500
Crack routing and sealing of Longest Drive at Prairie Landing Golf Course	
PLGC Cart Barn Overhead Door Replacement & Maintenance Shop	\$36,052
Remove and replace overhead garage doors which are at the end of their useful service life	
New Kitchen Supplies /Equipment/Outdoor Grill	\$32,000
Chafing dish containers, glassware, one grill for cooking outside, one grill for grill kitchen, kitchen shelves and tables, wine cooler for bar, cabinet for hallway in grill restaurant, and griddle for banquet kitchen.	
New Furniture for Sales office, Banquet Office, Kitchen office, & lower level	\$25,000
Replace worn and damaged furniture which is at the end of its useful service life at the PLGC Clubhouse.	
Gas-Powered Beverage Cart	\$24,000
Replacement of one beverage cart which is at the end of its useful service life	

Spring controlled-burn project	\$16,500
Controlled burn necessary to improve habitat for native plant species	
Golf Cart GPS Screen Upgrades	\$15,200
Remove and replace obsolete GPS screens in the Prairie Landing golf cart fleet	
Sickle-Mower attachment	\$12,500
The implement would be used to trim brush and grasses in our native areas	
Tire Replacement on Golf Carts	\$10,000
Due to age and wear, tire replacement on 38 golf carts for safety of customers and the course.	

Contingency Funds

Contingency Reserve – All Operations **\$150,000**

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 2023
Tentative Budget &
Appropriations Ordinance**

For the period January 1, 2023 - December 31, 2023
DuPage Airport Authority
West Chicago, IL

ORDINANCE 2022-377

TENTATIVE BUDGET & APPROPRIATIONS ORDINANCE

for the DUPAGE AIRPORT AUTHORITY

for the FISCAL YEAR BEGINNING

JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023

WHEREAS, The Board of Commissioners of the DuPage Airport Authority, an Illinois Special District, has adopted a fiscal year beginning January 1, 2023 and ending December 31, 2023, 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 2023.

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, 2023 and ending December 31, 2023 the following sums of money below are hereby budgeted and appropriated for the corporate purposes of the Corporate Fund of the DuPage Airport Authority:

Estimated Beginning Cash Balance	\$ 77,034,543
<u>OPERATING REVENUES</u>	
Airport Operations	\$ 4,183,600
Flight Center Fuel Operations	\$ 17,638,235
Prairie Landing Golf Course	\$ 2,779,900
TOTAL OPERATING REVENUES	\$ 24,601,735
<u>OPERATING EXPENSES</u>	
Airport Operations	\$ 7,759,120
Flight Center Fuel Operations	\$ 13,658,057
Prairie Landing Golf Course	\$ 2,652,567
TOTAL OPERATING EXPENSES	\$ 24,069,744
<u>NON OPERATING - REVENUE / DEBT SERVICE / CAPITAL / TAXES</u>	
REVENUES	
Miscellaneous Taxes	\$ 90,000
Property Taxes/Abatement	\$ 6,031,600
Federal & State Grants	\$ 3,041,368
Interest Income	\$ 1,501,344
Unrealized Gain/Loss from Investments	\$ 597,996
Gain of Sale from Fixed Assets	\$ 7,971,204
TOTAL NON-OPERATING REVENUES	\$ 19,233,512
EXPENSES	
Property Tax (DAA)	\$ 216,439
Property Tax (PLGC)	\$ 58,800
TOTAL NON-OPERATING EXPENSES	\$ 275,239
<u>CAPITAL DEVELOPMENT PROGRAM</u>	
AVIATION PROGRAMS / EQUIPMENT	\$ 30,767,107
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 3,806,552
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 906,352
TOTAL CAPITAL DEVELOPMENT PROGRAM	\$ 35,480,011
TOTAL REVENUES	\$ 43,835,247
TOTAL EXPENDITURES	\$ 59,824,994
ADJUSTMENTS RELATED TO P&L NON-CASH ITEMS	\$ 3,212,300
CASH BALANCE - ENDING	\$ 64,257,096

SECTION 2: That the following budget and appropriations, containing an estimate of the receipts and expenditures for FISCAL YEAR 2023, be and are hereby adopted as the budget and appropriations of the Corporate Fund of the DuPage Airport Authority for said fiscal year:

AIRPORT ADMINISTRATION / OPERATIONS

REVENUES

HANGAR RENTALS	\$ 2,917,254
COLLECTION, SERVICE, TOWING FEES	\$ 1,284
COMMISSIONS	\$ 19,401
CUSTOMS FEES	\$ 240,000
RAMP, TIE DOWN, OVERNIGHT FEES	\$ 199,929
NON AIRFIELD, RENT/LEASE REVENUE	\$ 790,732
MISCELLANEOUS	\$ 15,000
TOTAL REVENUES	\$ 4,183,600

CASH ON HAND - BEGINNING **\$ 43,496,750**

TOTAL FUNDS AVAILABLE **\$ 47,680,350**

EXPENDITURES

SALARIES

STAFF & COMMISSIONERS	\$ 2,613,265
SALARIES TOTAL	\$ 2,613,265

BENEFITS

FICA	\$ 194,371
UNEMPLOYMENT INSURANCE	\$ 25,393
GROUP INSURANCE	\$ 364,944
UNIFORMS	\$ 15,696
IMRF	\$ 130,812
BENEFITS TOTAL	\$ 731,216

GENERAL & ADMINISTRATIVE

EDUCATION / TRAINING / TRAVEL	\$ 26,425
DUES & SUBSCRIPTIONS	\$ 14,425
COMPUTER AND SOFTWARE	\$ 42,900
COMMUNICATIONS	\$ 64,790
GENERAL OFFICE	\$ 6,248
MISCELLANEOUS	\$ 34,454
GEN. & ADMIN. TOTAL	\$ 189,242

OUTSIDE SERVICES

CONSULTING SERVICES	\$ 384,100
ACCOUNTING / AUDIT	\$ 50,000
CUSTOMS/CONTROL TOWER	\$ 872,618
MISC OUTSIDE SERVICES	\$ 277,436
LEGAL	\$ 200,004
SNOW REMOVAL/ICE CONTROL	\$ 109,000
ARFF	\$ 525,389
OUTSIDE TOTAL	\$ 2,418,547

MAINTENANCE

EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 167,070
SUPPLIES/HANDTOOLS & SMALL EQUIPMENT	\$ 54,866
FUEL/OIL VEHICLES & EQUIPMENT	\$ 87,996
FIELD MAINTENANCE	\$ 120,000
BUILDING MAINTENANCE	\$ 192,250
MACHINE & EQUIPMENT	\$ 68,256
MAINTENANCE TOTAL	\$ 690,438

INSURANCE	\$ 472,030
INSURANCE TOTAL	\$ 472,030

MARKETING / PUBLIC RELATIONS	\$ 97,350
MARKETING / PUBLIC RELATIONS TOTAL	\$ 97,350

UTILITIES

GARBAGE REMOVAL / JANITORIAL	\$ 16,250
GAS HEAT	\$ 204,360
ELECTRIC	\$ 295,918
WATER/SEWER	\$ 30,504
TOTAL UTILITIES	\$ 547,032

TOTAL EXPENDITURES:
AUTHORITY ADMINISTRATION & OPERATIONS **\$ 7,759,120**

CASH ON HAND ENDING **\$ 39,921,230**

DUPAGE FLIGHT CENTER FUEL OPERATIONS

REVENUES	
FUEL & OIL SALES	\$ 17,043,831
SERVICES & CATERING	\$ 588,500
MISCELLANEOUS INCOME	\$ 5,904
TOTAL REVENUES	\$ 17,638,235
CASH ON HAND - BEGINNING	\$ 34,225,163
TOTAL FUNDS AVAILABLE	\$ 51,863,398
EXPENDITURES	
SALARIES	
STAFF	\$ 1,222,670
SALARIES TOTAL	\$ 1,222,670
BENEFITS	
FICA	\$ 93,534
UNEMPLOYMENT INSURANCE	\$ 21,229
GROUP INSURANCE	\$ 244,301
UNIFORMS	\$ 17,500
IMRF	\$ 65,168
BENEFITS TOTAL	\$ 441,732
COST OF SALES	
COST OF SALES - FUEL/OIL	\$ 11,067,783
COST OF SALES - DE-ICE	\$ 34,000
COST OF SALES - CATERING	\$ 87,000
COST OF SALES TOTAL	\$ 11,188,783
GENERAL & ADMINISTRATIVE	
BUILDING RENT	\$ 48,000
EDUCATION / TRAINING / TRAVEL	\$ 19,800
DUES & SUBSCRIPTIONS	\$ 4,100
MISC OFFICE EXPENSE	\$ 24,392
SOFTWARE	\$ 18,515
COMMUNICATIONS	\$ 6,696
CREDIT CARD EXPENSE	\$ 239,342
MARKETING	\$ 52,250
GEN. & ADMIN. TOTAL	\$ 413,095
OUTSIDE SERVICES	
CONSULTING SERVICES/LEGAL	\$ 21,840
OUTSIDE SERVICES TOTAL	\$ 21,840
MAINTENANCE / OPERATIONS	
EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 136,416
SUPPLIES	\$ 44,120
FUEL / OIL VEHICLES	\$ 24,000
MAINTENANCE EXPENSE	\$ 36,580
MAINTENANCE TOTAL	\$ 241,116
INSURANCE	\$ 125,216
INSURANCE TOTAL	\$ 125,216
UTILITIES	
ELECTRIC	\$ 3,605
UTILITIES TOTAL	\$ 3,605
TOTAL EXPENDITURES:	
FLIGHT CENTER FUEL OPERATIONS	\$ 13,658,057
CASH ON HAND ENDING	\$ 38,205,341

PRAIRIE LANDING GOLF COURSE

REVENUES

GOLF OPERATIONS

GREENS FEES/CART RENTAL	\$ 1,249,850
ASSOCIATION MEMBERSHIPS	\$ 380,000
RENTALS	\$ 2,000
PRACTICE CENTER	\$ 100,000
PRO SHOP SALES	\$ 117,000
TOTAL GOLF OPERATIONS	\$ 1,848,850

FOOD & BEVERAGE

CLUBHOUSE	\$ 400,000
KITTY HAWK - DELI	\$ 13,200
BANQUET	\$ 515,350
TOTAL FOOD & BEVERAGE	\$ 928,550

MISCELLANEOUS INCOME

	\$ 2,500
TOTAL MISCELLANEOUS INCOME	\$ 2,500
TOTAL REVENUES	\$ 2,779,900

CASH ON HAND - BEGINNING

\$ (687,460)

TOTAL FUNDS AVAILABLE

\$ 2,092,440

EXPENDITURES

SALARIES

STAFF	\$ 1,284,100
SALARIES TOTAL	\$ 1,284,100

BENEFITS

FICA	\$ 98,231
UNEMPLOYMENT INSURANCE	\$ 33,793
GROUP INSURANCE	\$ 110,534
UNIFORMS	\$ 9,500
IMRF	\$ 53,083
BENEFITS TOTAL	\$ 305,141

COST OF SALES

COST OF SALES - GOLF	\$ 83,500
COST OF SALES - GRILL, EVENT, BANQUETS	\$ 260,499
COST OF SALES - KITTY HAWK	\$ 11,402
CREDIT CARD FEES	\$ 68,054
COST OF SALES TOTAL	\$ 423,455

GENERAL & ADMINISTRATIVE

EDUCATION / TRAINING / TRAVEL	\$ -
DUES & SUBSCRIPTIONS	\$ 24,450
COMPUTER AND SOFTWARE	\$ 7,004
COMMUNICATIONS	\$ 24,420
TRANSFER COSTS TO FLIGHT CENTER	\$ (77,004)
MARKETING	\$ 40,000
GEN. & ADMIN. TOTAL	\$ 18,870

OUTSIDE SERVICES

CONSULTING SERVICES / LEGAL	\$ 54,496
OUTSIDE SERVICES TOTAL	\$ 54,496

MAINTENANCE / OPERATIONS

COURSE MAINTENANCE	\$ 118,000
SUPPLIES	\$ 105,150
RENTAL EQUIPMENT	\$ 62,284
FUEL / OIL VEHICLES	\$ 17,500
BUILDING MAINTENANCE EXPENSE	\$ 76,100
MAINTENANCE TOTAL	\$ 379,034

INSURANCE

	\$ 89,896
INSURANCE TOTAL	\$ 89,896

UTILITIES

GARBAGE REMOVAL / JANITORIAL	\$ 2,568
GAS HEAT	\$ 20,089
ELECTRIC	\$ 66,818
WATER/SEWER	\$ 8,100
UTILITIES TOTAL	\$ 97,575

TOTAL EXPENDITURES:

PRAIRIE LANDING GOLF COURSE **\$ 2,652,567**

CASH ON HAND ENDING

\$ (560,127)

NON OPERATING - REVENUE / DEBT SERVICE / CAPITAL / TAXES

MISCELLANEOUS TAXES	\$ 90,000
PROPERTY TAXES	\$ 6,031,600
FEDERAL & STATE GRANTS	\$ 3,041,368
INTEREST INCOME	\$ 1,501,344
UNREALIZED GAIN/LOSS FROM INVESTMENTS	\$ 597,996
GAIN OF SALE FROM FIXED ASSETS	\$ 7,971,204
TOTAL NON-OPERATING REVENUES	\$ 19,233,512

CAPITAL DEVELOPMENT PROGRAM

AVIATION PROGRAMS / EQUIPMENT	\$ 30,767,107
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 3,806,552
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 906,352
TOTAL CAPITAL DEVELOPMENT	\$ 35,480,011

PROPERTY TAX

PROPERTY TAX (DAA)	\$ 216,439
PROPERTY TAX (PLGC)	\$ 58,800
TOTAL PROPERTY TAX	\$ 275,239

TOTAL REVENUES	\$ 43,835,247
TOTAL EXPENDITURES	\$ 59,824,994

ADJUSTMENTS RELATED TO P&L NON-CASH ITEMS	\$ 3,212,300
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CASH ON HAND ENDING	\$ 64,257,096
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Said appropriation items shall constitute the Budget for the Corporate Fund of the Authority for FISCAL YEAR 2023.

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, 2023, 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 16, 2022.

Record of Roll Call Vote:

Karyn M. Charvat	_____
Juan E. Chavez	_____
Joshua S. Davis	_____
Herbert A. Getz	_____
Anthony M. Giunti, Jr.	_____
Gina R. LaMantia	_____
Michael V. Ledonne	_____
Noreen M. Ligino-Kubinski	_____
Daniel J. Wagner	_____

Chairman

(seal)
ATTEST:

Secretary

Appendix

ACRONYMS & GLOSSARY OF TERMS

Accrual Basis of Accounting- Basis of accounting which attempts to record financial transactions in the period when the revenue is earned and expenses when the liability is incurred.

ACFR- Annual Comprehensive Financial Report

Approved Budget- The upcoming fiscal year budget as initially passed by the Board.

The Authority- Refers to the DuPage Airport Authority

Balanced Budget- The instance where total revenues and other resources equal or exceed expenditures and other uses.

Budget- A plan created using a balanced approach whereby estimates of revenues and expenses based on historical trends and anticipated future results and aims to achieve at minimum a balanced net operating profit.

Budget Calendar- The schedule of key dates or milestones that the Authority follows in the preparation, adoption, and administration of the annual budget.

Budget Process- The process of translating planning and programming decisions into specific financial plans.

Capital Assets- Land, improvements to land, buildings, building improvements, vehicles, machinery and equipment that are used in operations and that have initial useful lives that extend beyond one year of economic benefit and that are in excess of \$5,000.

Capital Budget- A plan of proposed capital expenditures and the means of financing them. The capital budget is enacted as part of Adopted Budget, which includes both operating and capital outlays.

Contingency- An appropriation of funds to cover unforeseen capital projects that occur during the fiscal year.

DAA- DuPage Airport Authority

DBC- DuPage Business Center

DFC- DuPage Flight Center

Department- A major administrative division of the Authority that indicates overall management responsibility for an operation.

Depreciation- Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy, or obsolescence.

Forecast- A projection of future revenues and/or expenses based on historical and current economic, financial, and demographic information.

Fund- A grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives.

GAAP- Generally Accepted Accounting Principles. Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an

entity. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations. The primary authoritative body of application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

GFOA- Government Finance Officers Association

IMRF- Illinois Municipal Retirement Fund, retirement fund for all full-time Authority employees

Major Maintenance- Significant maintenance needed to be done to existing Capital Assets that do not add to the value or service capacity of the asset or extend the assets useful life.

Net Income- Excess of operating revenue, non-operating revenue over operating expenses and non-operating expenses.

Operating Expenses- Expenses incurred by the Authority through business operations.

Operating Revenue- Revenue that the Authority generates from business activities.

PLGC- Prairie Landing Golf Club

Proprietary Funds- These funds are used to account for a government's ongoing organizations and activities that are similar to businesses found in the private sector.

Tax Levy- The total amount to be raised by general property taxes for operating and capital purposes.

Tax Rate- The amount of tax levied for each \$100 of assessed valuation.



TO: Board of Commissioners

FROM: Patrick Hoard
Director of Finance

THROUGH: Mark Doles
Executive Director

RE: Proposed Ordinance 2022-378; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022.

DATE: November 10, 2022

SUMMARY:

Board passage of this Ordinance is a statutory requirement for the Airport Authority to levy taxes in 2022, payable to the Airport Authority in 2023. The Airport Authority will Levy the same amount as it has since 2012, \$5,976,024.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 Proposed Ordinance 2022-378 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 2022-378; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022.

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 2022-378; An Ordinance of the DuPage Airport Authority Levying Taxes for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022, for the purposes of capital expenditures, safety and security.

ORDINANCE 2022-378

**AN ORDINANCE OF THE DUPAGE AIRPORT AUTHORITY
LEVYING TAXES 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, 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, 2022 and ending December 31, 2022, and have adopted an appropriation ordinance of the Authority for that period, appropriating the sum of \$54,330,615 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, 2022 and ending December 31, 2022 the following sums of money are hereby levied for the corporate purposes of the DuPage Airport Authority:

Estimated Beginning Cash Balance - Non-Designated	\$ 44,979,790
Estimated Beginning Cash Balance - Designated	\$ 16,291,253
Estimated Beginning Cash Balance - Restricted	\$ 2,726,721
	\$ 63,997,765
<u>OPERATING REVENUES</u>	
Airport Operations	\$ 3,912,072
Flight Center Fuel Operations	\$ 12,140,829
Prairie Landing Golf Course	\$ 2,691,400
TOTAL OPERATING REVENUES	\$ 18,744,301
<u>OPERATING EXPENSES</u>	
Airport Operations	\$ 7,331,316
Flight Center Fuel Operations	\$ 8,223,372
Prairie Landing Golf Course	\$ 2,522,764
TOTAL OPERATING EXPENSES	\$ 18,077,452
<u>NON OPERATING - REVENUE / DEBT SERVICE / CAPITAL / TAXES</u>	
REVENUES	
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
TOTAL NON-OPERATING REVENUES	\$ 8,024,533
EXPENSES	
Property Tax (DAA)	\$ 311,880
Property Tax (PLGC)	\$ 60,000
TOTAL NON-OPERATING EXPENSES	\$ 371,880
<u>CAPITAL DEVELOPMENT PROGRAM</u>	
AVIATION PROGRAMS / EQUIPMENT	\$ 33,327,730
GOLF COURSE PROGRAMS / EQUIPMENT	\$ 1,522,352
MAJOR MAINTENANCE OF CAPITAL ASSETS	\$ 1,031,201
TOTAL CAPITAL DEVELOPMENT PROGRAM	\$ 35,881,283
TOTAL REVENUES	\$ 26,768,834
TOTAL EXPENDITURES	\$ 54,330,615
CASH BALANCE - ENDING	\$ 36,435,984 *

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

AIRPORT ADMINISTRATION / OPERATIONS

REVENUES	
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
TOTAL REVENUES	\$ 3,912,072
CASH ON HAND - BEGINNING	\$ 39,720,825
TOTAL FUNDS AVAILABLE	\$ 43,632,897
EXPENDITURES	
SALARIES	
STAFF & COMMISSIONERS	\$ 2,492,860
SALARIES TOTAL	\$ 2,492,860
BENEFITS	
FICA	\$ 185,225
UNEMPLOYMENT INSURANCE	\$ 25,607
GROUP INSURANCE	\$ 374,733
UNIFORMS	\$ 13,836
IMRF	\$ 157,281
BENEFITS TOTAL	\$ 756,682
GENERAL & ADMINISTRATIVE	
EDUCATION / TRAINING / TRAVEL	\$ 18,504
DUES & SUBSCRIPTIONS	\$ 13,809
COMPUTER AND SOFTWARE	\$ 62,696
COMMUNICATIONS	\$ 49,764
GENERAL OFFICE	\$ 7,896
MISCELLANEOUS	\$ 38,964
GEN. & ADMIN. TOTAL	\$ 191,633
OUTSIDE SERVICES	
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
OUTSIDE TOTAL	\$ 2,370,332
MAINTENANCE	
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
MAINTENANCE TOTAL	\$ 617,122
INSURANCE	\$ 356,148
INSURANCE TOTAL	\$ 356,148
MARKETING / PUBLIC RELATIONS	\$ 98,950
MARKETING / PUBLIC RELATIONS TOTAL	\$ 98,950
UTILITIES	
GARBAGE REMOVAL / JANITORIAL	\$ 14,820
GAS HEAT	\$ 135,661
ELECTRIC	\$ 261,012
WATER/SEWER	\$ 36,096
TOTAL UTILITIES	\$ 447,589
TOTAL EXPENDITURES:	
AUTHORITY ADMINISTRATION & OPERATIONS	\$ 7,331,316
CASH ON HAND ENDING	\$ 36,301,581

DUPAGE FLIGHT CENTER FUEL OPERATIONS

REVENUES	
FUEL & OIL SALES	\$ 11,601,368
SERVICES & CATERING	\$ 533,500
MISCELLANEOUS INCOME	\$ 5,961
TOTAL REVENUES	\$ 12,140,829
CASH ON HAND - BEGINNING	\$ 26,519,714
TOTAL FUNDS AVAILABLE	\$ 38,660,543
EXPENDITURES	
SALARIES	
STAFF	\$ 1,101,519
SALARIES TOTAL	\$ 1,101,519
BENEFITS	
FICA	\$ 84,266
UNEMPLOYMENT INSURANCE	\$ 18,746
GROUP INSURANCE	\$ 220,224
UNIFORMS	\$ 15,020
IMRF	\$ 74,242
BENEFITS TOTAL	\$ 412,498
COST OF SALES	
COST OF SALES - FUEL/OIL	\$ 5,910,691
COST OF SALES - DE-ICE	\$ 34,000
COST OF SALES - CATERING	\$ 84,600
COST OF SALES TOTAL	\$ 6,029,291
GENERAL & ADMINISTRATIVE	
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
GEN. & ADMIN. TOTAL	\$ 321,596
OUTSIDE SERVICES	
CONSULTING SERVICES/LEGAL	\$ 20,724
OUTSIDE SERVICES TOTAL	\$ 20,724
MAINTENANCE / OPERATIONS	
EQUIPMENT LEASE / MAINT. CONTRACTS	\$ 136,248
SUPPLIES	\$ 35,880
FUEL / OIL VEHICLES	\$ 11,004
MAINTENANCE EXPENSE	\$ 37,000
MAINTENANCE TOTAL	\$ 220,132
INSURANCE	\$ 115,212
INSURANCE TOTAL	\$ 115,212
UTILITIES	
ELECTRIC	\$ 2,400
UTILITIES TOTAL	\$ 2,400
TOTAL EXPENDITURES:	
FLIGHT CENTER FUEL OPERATIONS	\$ 8,223,372
CASH ON HAND ENDING	\$ 30,437,171

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
TOTAL GOLF OPERATIONS	\$	1,765,527

FOOD & BEVERAGE

CLUBHOUSE	\$	365,000
KITTY HAWK - DELI	\$	14,200
BANQUET	\$	544,173
TOTAL FOOD & BEVERAGE	\$	923,373

MISCELLANEOUS INCOME

	\$	2,500
TOTAL MISCELLANEOUS INCOME	\$	2,500
TOTAL REVENUES	\$	2,691,400

CASH ON HAND - BEGINNING

\$ (2,242,775)

TOTAL FUNDS AVAILABLE

\$ 448,625

EXPENDITURES

SALARIES

STAFF	\$	1,269,963
SALARIES TOTAL	\$	1,269,963

BENEFITS

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

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
COST OF SALES TOTAL	\$	421,324

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
GEN. & ADMIN. TOTAL	\$	10,574

OUTSIDE SERVICES

CONSULTING SERVICES / LEGAL	\$	53,000
OUTSIDE SERVICES TOTAL	\$	53,000

MAINTENANCE / OPERATIONS

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

INSURANCE

	\$	73,800
INSURANCE TOTAL	\$	73,800

UTILITIES

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

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
TOTAL NON-OPERATING REVENUES	\$	8,024,533

CAPITAL DEVELOPMENT PROGRAM

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

PROPERTY TAX

PROPERTY TAX (DAA)	\$	311,880
PROPERTY TAX (PLGC)	\$	60,000
TOTAL PROPERTY TAX	\$	371,880

TOTAL REVENUES	\$	26,768,834
TOTAL EXPENDITURES	\$	54,330,615
	\$	(27,561,781)

CASH ON HAND ENDING	\$	36,435,984 *
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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 16, 2022.

Tentative Budget and Appropriations Ordinance adopted:	November 17, 2021
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 10, 2022
Budget and Appropriations Ordinance Adopted:	January 19, 2022

Record of Roll Call Vote:

Karyn M. Charvat	_____
Juan E. Chavez	_____
Joshua S. Davis	_____
Herbet A. Getz	_____
Anthony M. Giunti, Jr.	_____
Gina R. LaMantia	_____
Michael V. Ledonne	_____
Noreen M. Ligino-Kubinski	_____
Daniel J. Wagner	_____

(seal)
ATTEST:

Chairman

Secretary



TO: Board of Commissioners

FROM: Mark Doles
Executive Director

RE: Authorization of Proposed Ordinance 2022-379; An Ordinance
Amending the DuPage Airport Authority Employee Handbook

DATE: November 10, 2022

SUMMARY:

The proposed revisions to the DuPage Airport Authority Employee Handbook result from changes in the market conditions for the hiring of new employees. These proposed changes reduce the amount of time required for new employees to become eligible to participate in the Airport Authority's Group Health Insurance Plan.

Currently, new employees are required to complete ninety (90) calendar days of employment prior to being eligible to participate in the Airport Authority's Group Health Insurance Plan. These proposed changes reduce that time from ninety (90) calendar days to the 1st of the month following completion of thirty (30) calendar days of employment.

For example, under the current plan, if an employee was hired November 15, 2022 the employee would be eligible for the Group Health Insurance plan on February 14, 2023 (90 calendar days). Under the proposed revisions, the employee would be eligible on January 1, 2023 (30 calendar days of employment thru December 14, 2022 and then the 1st of the month following would be January 1, 2023).

These proposed changes are in concurrence with the current policies of our insurance carriers.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 This item will be reviewed by the Policy Committee

REVENUE OR FUNDING IMPLICATIONS:

Incidental increased cost to the Airport Authority for new employees as health insurance could be elected earlier.

STAKEHOLDER PROCESS:

Changes will be provided to new/future employees upon adoption.

LEGAL REVIEW:

None.

ATTACHMENTS:

- Proposed Ordinance 2022-379; Authorizing changes to the DuPage Airport Authority Employee Handbook
- Exhibit depicting proposed changes to the Employee Handbook

ALTERNATIVES:

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

RECOMMENDATION:

It is the recommendation of the Executive Director and staff that the Board approves Ordinance 2022-379; Authorizing changes to the DuPage Airport Authority Employee Handbook at the November 16, 2022 Board meeting.

ORDINANCE 2022-379
AN ORDINANCE AMENDING THE DUPAGE AIRPORT AUTHORITY
EMPLOYEE HANDBOOK

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

WHEREAS, the Authority has previously enacted an Employee Handbook setting forth the Authority’s policies and practices as it relates to the employees of the Authority; and

WHEREAS, the Employee Handbook currently contains a section on Insurance and Retirement Benefits; and

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests to amend the Employee Handbook section on Insurance and Retirement Benefits.

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

1. The Employee Handbook is hereby amended as set forth in Exhibit A attached hereto and incorporated herein.

This Ordinance shall be in full force and effect December 1, 2022 upon its adoption and approval.

Karyn M. Charvat	_____	Gina R. LaMantia	_____
Juan E. Chavez	_____	Michael V. Ledonne	_____
Joshua S. Davis	_____	Noreen M. Ligino-Kubinski	_____
Herbert A. Getz	_____	Daniel J. Wagner	_____
Anthony M. Giunti Jr.	_____		

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November 2022.

(ATTEST)

CHAIRMAN

SECRETARY

ORDINANCE 2022-379

EXHIBIT A

INSURANCE and RETIREMENT BENEFITS

GROUP HEALTH INSURANCE: The Airport Authority's Group Health Insurance plan is a benefit designed to provide you and your eligible dependents with protection in the event of an illness or injury. The Group Health Insurance plan does not replace Worker Compensation benefits described later in this Section. ~~Upon successful completion of your first ninety (90) calendar days of employment, a~~ All regular, full-time employees become eligible to participate in the Airport Authority's Group Health Insurance plan on the 1st of the month following completion of thirty (30) calendar days of employment. Eligibility for other group benefits, for example Dental, Vision and Voluntary Life and Accident are coincident with the Health Insurance plan.

Most Temporary/Seasonal and all part-time employees are not eligible for group health insurance coverage, except as required by the Affordable Care Act. Shortly prior to completion of the first ninety (90) calendar days of your employment, you will be notified of your eligibility and will be given specific coverage and employee contribution costs by the program manager. A policy booklet and an identification card will be issued upon your acceptance of participation in the plan. In the event of any conflict between this handbook and the Airport Authority's insurance policy booklet, the Airport Authority's insurance policy booklet shall control.

GROUP LIFE INSURANCE: ~~Upon completion of the first ninety (90) calendar days of your employment,~~ On the 1st of the month following thirty (30) calendar days of employment, all regular full-time eligible employees will receive term life insurance coverage in an amount commensurate with their position. The Airport Authority will set the amount of term life insurance coverage. All terms and conditions of the policy will apply including a scheduled reduction in the benefit amount beginning at age 65.

You should complete the on-line enrollment process even if you are waiving coverage. All insurance coverage ends at your retirement or termination of employment.



TO: Board of Commissioners

FROM: Mark Doles
Executive Director

RE: Authorization of Proposed Ordinance 2022-380; An Ordinance of the DuPage Airport Authority Amending Fees for Outdoor and Indoor Aircraft Parking

DATE: November 10, 2022

SUMMARY:

The proposed amendments by this Ordinance change fees charged for month-to-month tiedowns and hangars, tiedowns on the Flight Center apron and overnight fees for aircraft on the Flight Center apron. Long-term leases for one year or more for larger hangar facilities are not impacted by these changes and will still be negotiated and presented to the Board for approval.

The last change in fees for month-to-month tiedowns and hangars was an increase of 2.0% implemented in 2021. Before 2021, fees were adjusted in 2018. Currently, month-to-month hangars have an occupancy rate of almost 90%. The current Consumer Price Index (CPI) is over 8%.

Staff is proposing two different adjustments for the month-to-month tiedowns and hangar fees. These adjustments are 4.5% and 6.0%. The 4.5% adjustment would be made to tiedowns and for hangars where the tenant pays for separately metered utilities that are billed directly to said tenants by the utility companies. The 6.0% increase would be for month-to-month hangars where the utilities are paid by the Airport Authority and are included within the monthly rent payment by the tenant.

A summary, by hangar location, is shown on an attached color exhibit with the current monthly rent, proposed 2023, and the monthly increase. If these proposed changes are approved, at 100% occupancy, additional annual rent revenue collected by the Authority would total \$84,228.

The fees that could be charged for tiedowns on the Flight Center apron would also be increased. There currently are no monthly tiedowns being charged for the Flight Center apron, as there are no aircraft based outside at this location. However, a fee structure needs to be available for staff should the request and/or need arise. The current monthly fee structure in place for the Flight Center has not been adjusted since 2018. The proposed change in fees is a 30% increase from what are the current 2018 fees. This 30% increase would be the equivalent of the compounding of the CPI calculation annually from 2018-2022 and an estimated 8.0% CPI for 2023.

These fees would normally be utilized for large aircraft waiting for a hangar to become available or in the event an aircraft would have to be stored outside. These fees are based on the size (square footage) of aircraft.

A summary of the proposed fees for Flight Center apron tiedowns is an exhibit to the attached Ordinance.

The final fee proposed for adjustment is the overnight fee for aircraft on the Flight Center apron. This fee applies to transient aircraft on the Flight Center apron staying after 11:00P. This fee is waived for the first night if fuel is purchased for the aircraft. Any subsequent nights are charged to the aircraft. The proposed change in overnight fee doubles from the current overnight fee last adjusted in 2018. The new overnight fees would range from \$14.00 per night for a single engine aircraft to \$124.00 for the largest business aircraft. Current overnight fees range from \$7.00 to \$62.00 per night. These overnight fees are based on the size (square footage) of aircraft. Overnight parking fees at other major corporate airports in Chicagoland are over \$300 versus our proposed fee for large aircraft of \$124.

A summary of the proposed overnight fees is an exhibit to the attached Ordinance.

All the proposed fee adjustments are supported by current market conditions.

Chicago Executive Airport (PWK) increased their month-to-month fees 6.0% effective May 1, 2022. Based upon website data, current monthly tiedowns at PWK are \$123.00. At DPA, the monthly fee will be \$83.00. For basic small t-hangars with up to a 44' hangar door at PWK monthly prices range from \$551 - \$815 and at DPA prices will range from \$483 - \$721.

These proposed fees will assist with the increased costs of providing services, while still providing value to our customers based upon costs at competing airports.

We are proposing these amended fee structures go into effect January 1, 2023.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 This item will be reviewed by the Capital Development, Leasing and Customer Fees Committee.

REVENUE OR FUNDING IMPLICATIONS:

Month-to-month tiedown and hangar revenues could increase a maximum of \$84,228 annually based upon 100% occupancy. The Tentative FY'23 budget assumes revenue with a 4.5%.

Overnight fees collected on the Flight Center apron could increase from an annual average of \$30,000 to \$60,000. The possible additional \$30,000 in revenues was not anticipated in the FY'23 budget.

STAKEHOLDER PROCESS:

In November, based tenants will be provided a cover letter and the new month-to-month tiedown and hangar fees that will be implemented on January 1, 2023.

For the Flight Center overnight fees, signage will be placed at the Flight Center front desk advising transient customers of the new overnight fee structure effective January 1, 2023.

LEGAL REVIEW:

Airport Counsel has assisted with drafting the Ordinance to implement these new proposed fees.,

ATTACHMENTS:

- Proposed Ordinance 2022-380; An Ordinance of the DuPage Airport Authority Amending Fees for Outdoor and Indoor Aircraft Parking
- Exhibits for the Outdoor and Indoor Aircraft Parking Fees
- Color exhibit with the current monthly rent, proposed 2023, and the monthly increase

ALTERNATIVES:

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

RECOMMENDATION:

It is the recommendation of the Executive Director and staff that the Board approves Ordinance 2022-380; An Ordinance of the DuPage Airport Authority Amending Fees for Outdoor and Indoor Aircraft Parking at the November 16, 2022 Board meeting.

ORDINANCE 2002-380
AN ORDINANCE OF THE DuPAGE AIRPORT AUTHORITY
AMENDING FEES FOR OUTDOOR AND INDOOR AIRCRAFT PARKING

WHEREAS, the DuPage Airport Authority, (hereinafter “DAA”), is a duly existing and authorized airport under the laws of the State of Illinois has previously established fees for outdoor and indoor aircraft parking spaces pursuant to authority granted in 70 ILCS 5/8.04; and

WHEREAS, pursuant to provisions of 70 ILCS 5/8.04, the DAA has the authority to fix, charge and collect rentals, tolls, fees and charges for the use of the DuPage Airport and any public facilities thereon; and

WHEREAS, it is in the best interests of the public and all person who use the DuPage Airport that the Airport generate sufficient revenue to provide for necessary airport services and safety; and

WHEREAS, it is deemed necessary to revise the fees and charges for the use of DuPage Airport in accordance with 70 ILCS 5/8.04; and

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

Section 1. The above Recitals are hereby adopted as if once again fully set forth herein.

Section 2. Outdoor And Indoor Aircraft Parking Space Fees. As of the Effective Date, each person or entity occupying a DAA outdoor or indoor aircraft parking space, other than at the Flight Center Apron or community storage at the High Tail Hangar, shall pay to the DAA a monthly parking fee set forth in Exhibit A attached hereto and made a part hereof. Effective January 1, 2023 each person or entity occupying a DAA outdoor aircraft parking space at the Flight Center Apron shall pay to the DAA a monthly parking fee set forth in Exhibit B attached hereto and made a part hereof.

Section 3. Overnight Parking Fee. As of the Effective Date, each person or entity occupying a DAA outdoor or indoor aircraft parking space after 11:00 p.m. shall pay to the DAA a nightly parking fee set forth in Exhibit C attached hereto and made a part hereof.

Section 4. Effective Date. The provisions of this Ordinance shall be in full force and effect as of January 1, 2023.

Section 5. Continuing Effectiveness. Except as expressly amended by Ordinance, the remaining fees and provisions of the DuPage Airport Authority Code shall remain unchanged and in full force and effect.

PASSED and APPROVED by the Board of Commissioners of the DuPage Airport Authority this 16th day of November 2022.

Karyn M. Charvat _____
Juan E. Chavez _____
Joshua S. Davis _____
Herbert A. Getz _____
Anthony M. Giunti Jr. _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Noreen M. Ligino-Kubinski _____
Daniel J. Wagner _____

(ATTEST)

CHAIRMAN

SECRETARY

ORDINANCE 2022-380

-EXHIBIT A-

FEES AS OF JANUARY 1, 2023

OUTDOOR MONTHLY AIRCRAFT PARKING:

A. Class A Tie Down: All "drive through" or power-in/power-out spaces shall be \$165.00 per month.

B. Class B Tie Down: All standard "push back" or back-to-back spaces shall be \$83.00 per month.

INDOOR MONTHLY AIRCRAFT PARKING:

<u>HANGAR</u>	<u>BAY</u>	<u>TYPE</u>	<u>MONTHLY AMOUNT</u>
E01	01	CH	1601
E01	02	CH	1464
E01	03	TH	856
E01	04	TH	731
E01	05	TH	731
E01	06	TH	731
E01	07	TH	731
E01	08	TH	771
E02	01	TH	523
E02	02	TH	523
E02	03	TH	523
E02	04	TH	523
E02	05	TH	630
E02	06	TH	523
E02	07	TH	523
E02	08	TH	523
E02	09	TH	523
E02	10	TH	523
E03	01	TU	543
E03	02	TU	483
E03	03	TU	483
E03	04	TU	483
E03	05	TU	483
E03	06	TU	483
E03	07	TU	483
E03	08	TU	483
E03	09	TU	483
E03	10	TU	651
E03	11	TU	543

HANGAR	BAY	TYPE	MONTHLY AMOUNT
E04	01	TU	658
E04	02	TU	483
E04	03	TU	483
E04	04	TU	483
E04	05	TU	483
E04	06	TU	483
E04	07	TU	483
E04	08	TU	483
E04	09	TU	483
E04	10	TU	483
E04	11	TU	483
E06	01	TU	483
E06	02	TU	483
E06	03	TU	483
E06	04	TU	483
E06	05	TU	483
E06	06	TU	552
E06	07	TU	483
E06	08	TU	483
E06	09	TU	483
E06	10	TU	483
E06	11	TU	552
E07	01	TU	483
E07	02	TU	483
E07	03	TU	483
E07	04	TU	483
E07	05	TU	483
E07	06	TU	483
E07	07	TU	483
E07	08	TU	483
E07	09	TU	483
E07	10	TU	483
E07	11	TU	483
E08	01	TH	653
E08	02	TH	653
E08	03	TH	653
E08	04	TH	653
E08	05	TH	653
E08	06	TH	653
E08	07	TH	653
E08	08	TH	653
E08	09	TH	653
E08	10	TH	653

HANGAR	BAY	TYPE	MONTHLY AMOUNT
E09	01	TU	483
E09	02	TU	483
E09	03	TU	483
E09	04	TU	483
E09	05	TU	483
E09	06	TU	483
E09	07	TU	483
E09	08	TU	483
E09	09	TU	483
E09	10	TU	483
E09	11	TU	483
E17	01	EH	1273
E17	02	EH	1141
E17	03	EH	1141
E17	04	EH	1273
E17	05	EH	1163
E17	06	EH	1163
E17	07	EH	1163
E17	08	EH	1163
E17	09	EH	1163
E18	01	TH	845
E18	02	TH	845
E18	03	TH	845
E18	04	TH	845
E18	05	TH	845
E18	06	TH	845
E18	07	TH	845
E18	08	TH	845
E18	09	TH	845
E18	10	TH	845
E18	11	TH	845
E19	01	CH	3280
E19	02	CH	3297
E19	03	CH	3297
E19	04	CH	3297
E20	01	CH	3406
E20	02	CH	2915
E20	03	CH	2915
E20	04	CH	2915
E20	OFFICE	ST	2502

<u>HANGAR</u>	<u>BAY</u>	<u>TYPE</u>	<u>MONTHLY AMOUNT</u>
N06	01	TH	696
N06	02	TH	696
N06	03	TH	696
N06	04	TH	696
N06	05	TH	696
N06	06	TH	696
N06	07	TH	696
N06	08	TH	696
N06	09	TH	696
N07	01	TH	696
N07	02	TH	696
N07	03	TH	696
N07	04	TH	696
N07	05	TH	696
N07	06	TH	696

'98 JET HANGAR 2750 N. AVIATION AVENUE

98JET	01	CH	3297
98JET	02	CH	3297
98JET	03	CH	3297
98JET	04	CH	3297

'99 JET HANGAR 2350 N. AVIATION AVENUE

99JET	01	CH	3297
99JET	02	CH	3297
99JET	03	CH	3297
99JET	04	CH	3297

RT HANGAR 2164 TOWER ROAD

RT	01	CH	3581
RT	02	CH	3581
RT	03	CH	3581
RT	04	CH	3581

-EXHIBIT B-

**FLIGHT CENTER MONTHLY TIE DOWN FEE
EFFECTIVE JANUARY 1, 2023**

AIRCRAFT TYPE	WIDTH	LENGTH	HEIGHT	W x L
	Over 4,500 sq ft.			\$1,182.00 per month
GULFSTREAM V	93' 6"	96' 5"	25' 4"	9118
GULFSTREAM IV	77' 10"	88' 4"	24' 10"	6864
GULFSTREAM III	77' 10"	83' 1"	24' 5"	6474
GULFSTREAM II	68' 10"	79' 11"	24' 6"	5520
CITATION X	63' 11"	72' 2"	18' 11"	4608
	Under 4,500 sq ft.			\$679.00 per month
CANADAIR 601	64' 4"	68' 5"	20' 8"	4416
FALCON 900	63' 4"	66' 3"	24' 8"	4158
FALCON 2000	63' 5"	66' 4"	23' 2"	4224
CANADAIR 600	61' 10"	68' 5"	20' 8"	4278
FALCON 50	61' 11"	60' 1"	22' 8"	3720
BEECH KING AIR 1900	57' 9"	57' 10"	14' 10"	3364
LOCKHEED JETSTAR II	54' 5"	60' 5"	20' 5"	3355
FALCON 20	53' 6"	56' 3"	17' 6"	3024
CITATION III/VII	53' 6"	55' 6"	17' 3"	3024
ASTRA JET	52' 8"	55' 7"	18' 2"	2968
BEECH STARSHIP	54' 5"	46' 1"	12' 11"	2530

	Under 2,500 sq ft.	\$425.00 per month		
CITATION I/II	51' 8"	47' 2"	14' 9"	2444
BEECH KING AIR 200	54' 6"	43' 9"	15'	2420
SABRELINER 65	50'6"	47'2"	16"	2397
LEARJET 55	43' 10"	55' 1"	14' 8"	2420
BRIT. AEROSPACE 125-700	47'	50' 9"	17' 7"	2397
WESTWIND II	43' 2"	52' 3"	15 ' 10"	2236
LEARJET 35/36	39' 6"	48' 8"	12' 3"	2200
PIPER CHEYENNE III/IV	47' 8"	43' 4"	16' 5"	2064
FALCON 10	42' 11"	45' 5"	15'2"	1978
CESSNA 441	49' 4"	39'	13' 2"	1911
CESSNA CARAVAN I	51' 10"	37' 7"	14' 2"	1976
BEECH KING AIR 90	50' 3"	35' 6"	14' 8"	1800

-EXHIBIT C-

**OVERNIGHT PARKING FEE
EFFECTIVE JANUARY 1, 2023**

AIRCRAFT TYPE	WIDTH	LENGTH	HEIGHT	W x L
	Over 4,500 sq ft.	\$124.00 per night		
GULFSTREAM V	93' 6"	96' 5"	25' 4"	9118
GULFSTREAM IV	77' 10"	88' 4"	24' 10"	6864
GULFSTREAM III	77' 10"	83' 1"	24' 5"	6474
GULFSTREAM II	68' 10"	79' 11"	24' 6"	5520
CITATION X	63' 11"	72' 2"	18' 11"	4608
	Under 4,500 sq ft.	\$72.00 per night		
ALL AIRSHIPS				
CANADAIR 601	64' 4"	68' 5"	20' 8"	4416
FALCON 900	63' 4"	66' 3"	24' 8"	4158
FALCON 2000	63'5"	66'4"	23'2"	4224
CANADAIR 600	61' 10"	68' 5"	20' 8"	4278
FALCON 50	61' 11"	60' 1"	22' 8"	3720
BEECH KING AIR 1900	57' 9"	57' 10"	14' 10"	3364
LOCKHEED JETSTAR II	54' 5"	60' 5"	20' 5"	3355
FALCON 20	53'6"	56'3"	17' 6"	3024
CITATION III/VII	53' 6"	55' 6"	17' 3"	3024
ASTRA JET	52'8"	55'7"	18'2"	2968
BEECH STARSHIP	54' 5"	46' 1"	12' 11"	2530

	Under 2,500 sq ft.	\$42.00 per night		
CITATION I/II	51' 8"	47' 2"	14' 9"	2444
BEECH KING AIR 200	54' 6"	43' 9"	15'	2420
SABRELINER 65	50'6"	47'2"	16"	2397
LEARJET 55	43' 10"	55' 1"	14' 8"	2420
BRIT. AEROSPACE 125-700	47'	50' 9"	17' 7"	2397
WESTWIND II	43' 2"	52' 3"	15' 10"	2236
LEARJET 35/36	39' 6"	48' 8"	12' 3"	2200
PIPER CHEYENNE III/IV	47' 8"	43' 4"	16' 5"	2064
FALCON 10	42' 11"	45' 5"	15'2"	1978
CESSNA 441	49' 4"	39'	13' 2"	1911
CESSNA CARAVAN I	51' 10"	37' 7"	14' 2"	1976
BEECH KING AIR 90	50' 3"	35' 6"	14' 8"	1800
	Under 1,800 sq ft.	\$26.00 per night		
MU 2	39' 2"	39' 5"	13' 8"	1560
CESSNA 421	41'2"	36' 5"	11' 6"	1517
BEECH DUKE	39' 4"	33' 10"	10' 4"	1360
CESSNA 340	38' 1"	34' 4"	12' 7"	1292
BEECH DUCHESS	38'	29' 1"	9' 6"	1102
BEECH BARON	37' 10"	28'	9' 7"	1064
PIPER SENECA	38' 11"	28' 8"	9' 11"	1131
PIPER NAVAJO	40' 8"	34' 8"	13'	1435
PIPER CHEYENNE I/II	42' 8"	34' 8"	12' 9"	1505

Light single **\$14.00 per night**

CESSNA 210	36' 9"	28' 2"	9' 8"	1036
CESSNA 172RG	35' 10"	27' 5"	8' 10"	1008
BEECH BONANZA V35	33' 6"	26' 5"	7' 7"	918
PIPER WARRIOR II	35'	23' 10"	7' 4"	840

ITEM ID	HANGAR	BAY	TYPE	CURRENT AMOUNT	4.50% INCREASE	6.00% INCREASE	Increase per Month
Tiedown			Tiedown	79	83		\$4
Tiedown			Pull-Thru	158	165		\$7
E01-01	E01	01	CH	1,510		1,601	\$91
E01-02	E01	02	CH	1,381		1,464	\$83
E01-03	E01	03	TH	808		856	\$48
E01-04	E01	04	TH	690		731	\$41
E01-05	E01	05	TH	690		731	\$41
E01-06	E01	06	TH	690		731	\$41
E01-07	E01	07	TH	690		731	\$41
E01-08	E01	08	TH	727		771	\$44
E02-01	E02	01	TH	493		523	\$30
E02-02	E02	02	TH	493		523	\$30
E02-03	E02	03	TH	493		523	\$30
E02-04	E02	04	TH	493		523	\$30
E02-05	E02	05	TH	594		630	\$36
E02-06	E02	06	TH	493		523	\$30
E02-07	E02	07	TH	493		523	\$30
E02-08	E02	08	TH	493		523	\$30
E02-09	E02	09	TH	493		523	\$30
E02-10	E02	10	TH	493		523	\$30
E03-01	E03	01	TU	520	543		\$23
E03-02	E03	02	TU	462	483		\$21
E03-03	E03	03	TU	462	483		\$21
E03-04	E03	04	TU	462	483		\$21
E03-05	E03	05	TU	462	483		\$21
E03-06	E03	06	TU	462	483		\$21
E03-07	E03	07	TU	462	483		\$21
E03-08	E03	08	TU	462	483		\$21
E03-09	E03	09	TU	462	483		\$21
E03-10	E03	10	TU	623	651		\$28
E03-11	E03	11	TU	520	543		\$23
E04-01	E04	01	TU	630	658		\$28
E04-02	E04	02	TU	462	483		\$21
E04-03	E04	03	TU	462	483		\$21
E04-04	E04	04	TU	462	483		\$21
E04-05	E04	05	TU	462	483		\$21
E04-06	E04	06	TU	462	483		\$21
E04-07	E04	07	TU	462	483		\$21
E04-08	E04	08	TU	462	483		\$21
E04-09	E04	09	TU	462	483		\$21
E04-10	E04	10	TU	462	483		\$21
E04-11	E04	11	TU	462	483		\$21
E06-01	E06	01	TU	462	483		\$21
E06-02	E06	02	TU	462	483		\$21
E06-03	E06	03	TU	462	483		\$21
E06-04	E06	04	TU	462	483		\$21
E06-05	E06	05	TU	462	483		\$21
E06-06	E06	06	TU	528	552		\$24

E06-07	E06	07	TU	462	483		\$21
E06-08	E06	08	TU	462	483		\$21
E06-09	E06	09	TU	462	483		\$21
E06-10	E06	10	TU	462	483		\$21
E06-11	E06	11	TU	528	552		\$24
E07-01	E07	01	TU	462	483		\$21
E07-02	E07	02	TU	462	483		\$21
E07-03	E07	03	TU	462	483		\$21
E07-04	E07	04	TU	462	483		\$21
E07-05	E07	05	TU	462	483		\$21
E07-06	E07	06	TU	462	483		\$21
E07-07	E07	07	TU	462	483		\$21
E07-08	E07	08	TU	462	483		\$21
E07-09	E07	09	TU	462	483		\$21
E07-10	E07	10	TU	462	483		\$21
E07-11	E07	11	TU	462	483		\$21
E08-01	E08	01	TH	616		653	\$37
E08-02	E08	02	TH	616		653	\$37
E08-03	E08	03	TH	616		653	\$37
E08-04	E08	04	TH	616		653	\$37
E08-05	E08	05	TH	616		653	\$37
E08-06	E08	06	TH	616		653	\$37
E08-07	E08	07	TH	616		653	\$37
E08-08	E08	08	TH	616		653	\$37
E08-09	E08	09	TH	616		653	\$37
E08-10	E08	10	TH	616		653	\$37
E09-01	E09	01	TU	462	483		\$21
E09-02	E09	02	TU	462	483		\$21
E09-03	E09	03	TU	462	483		\$21
E09-04	E09	04	TU	462	483		\$21
E09-05	E09	05	TU	462	483		\$21
E09-06	E09	06	TU	462	483		\$21
E09-07	E09	07	TU	462	483		\$21
E09-08	E09	08	TU	462	483		\$21
E09-09	E09	09	TU	462	483		\$21
E09-10	E09	10	TU	462	483		\$21
E09-11	E09	11	TU	462	483		\$21
E17-01	E17	01	EH	1,201		1,273	\$72
E17-02	E17	02	EH	1,076		1,141	\$65
E17-03	E17	03	EH	1,076		1,141	\$65
E17-04	E17	04	EH	1,201		1,273	\$72
E17-05	E17	05	EH	1,097		1,163	\$66
E17-06	E17	06	EH	1,097		1,163	\$66
E17-07	E17	07	EH	1,097		1,163	\$66
E17-08	E17	08	EH	1,097		1,163	\$66
E17-09	E17	09	EH	1,097		1,163	\$66
E18-01	E18	01	TH	809	845		\$36
E18-02	E18	02	TH	809	845		\$36
E18-03	E18	03	TH	809	845		\$36
E18-04	E18	04	TH	809	845		\$36
E18-05	E18	05	TH	809	845		\$36

E18-06	E18	06	TH	809	845		\$36
E18-07	E18	07	TH	809	845		\$36
E18-08	E18	08	TH	809	845		\$36
E18-09	E18	09	TH	809	845		\$36
E18-10	E18	10	TH	809	845		\$36
E18-11	E18	11	TH	809	845		\$36
E19-01	E19	01	CH	3,139	3,280		\$141
E19-02	E19	02	CH	3,155	3,297		\$142
E19-03	E19	03	CH	3,155	3,297		\$142
E19-04	E19	04	CH	3,155	3,297		\$142
E20-01	E20	01	CH	3,213		3,406	\$193
E20-02	E20	02	CH	2,750		2,915	\$165
E20-03	E20	03	CH	2,750		2,915	\$165
E20-04	E20	04	CH	2,750		2,915	\$165
E20-OFF	E20	OFFICE	ST	2,360		2,502	\$142
N06-01	N06	01	TH	657		696	\$39
N06-02	N06	02	TH	657		696	\$39
N06-03	N06	03	TH	657		696	\$39
N06-04	N06	04	TH	657		696	\$39
N06-05	N06	05	TH	657		696	\$39
N06-06	N06	06	TH	657		696	\$39
N06-07	N06	07	TH	657		696	\$39
N06-08	N06	08	TH	657		696	\$39
N06-09	N06	09	TH	657		696	\$39
N07-01	N07	01	TH	657		696	\$39
N07-02	N07	02	TH	657		696	\$39
N07-03	N07	03	TH	657		696	\$39
N07-04	N07	04	TH	657		696	\$39
N07-05	N07	05	TH	657		696	\$39
N07-06	N07	06	TH	657		696	\$39
98 JET HANGARS - 2750 N. AVIATION AVENUE							
98JET-01	98JET	01	CH	3,155	3,297		\$142
98JET-02	98JET	02	CH	3,155	3,297		\$142
98JET-03	98JET	03	CH	3,155	3,297		\$142
98JET-04	98JET	04	CH	3,155	3,297		\$142
99 JET HANGARS - 2350 N. AVIATION AVENUE							
99JET-01	99JET	01	CH	3,155	3,297		\$142
99JET-02	99JET	02	CH	3,155	3,297		\$142
99JET-03	99JET	03	CH	3,155	3,297		\$142
99JET-04	99JET	04	CH	3,155	3,297		\$142
RT HANGARS - 2164 TOWER ROAD							
RT-01	RT	01	CH	3,427	3,581		\$154
RT-02	RT	02	CH	3,427	3,581		\$154
RT-03	RT	03	CH	3,427	3,581		\$154
RT-04	RT	04	CH	3,427	3,581		\$154

TO: Board of Commissioners
FROM: Dan Barna
Operations and Capital Program Manager
THROUGH: Mark Doles
Executive Director
RE: Proposed Resolution 2022-2549; Award of Contract to Foundation Mechanics LLC for Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control
DATE: November 10, 2022



SUMMARY:

The 2022 and 2023 Capital Budget(s) include a project to repair seven (7) bridges on the Prairie Landing Golf Course that require various levels of bulkhead/interface repair and restoration. Over time, watershed has caused the erosion of soil banks and the failure of the bulkheads.

Staff utilized the services of Crawford, Murphy & Tilly, Inc. (“CMT”) to develop plans and specifications for the installation of helical ground anchor systems to stabilize the bridge abutments, including erosion control improvements.

A solicitation for sealed bids was advertised in the October 19, 2022 edition of the *Daily Herald Newspaper*. A mandatory pre-bid meeting was held at 1:00 p.m. on October 31, 2022. Three (3) sealed bids were received and opened at 3:30 p.m. on November 7, 2022. Bid results are as follows:

Bidder	Total Construction Cost
Foundation Mechanics LLC Chicago, IL	\$182,935
Copenhaver Construction, Inc. Gilberts, IL	\$538,670
J.A. Watts, Inc. Elmhurst, IL 60126	\$790,825

Upon evaluation of the bids, it is apparent that Foundation Mechanics LLC is the low, responsive and responsible bidder. CMT and staff conducted a bid review interview with Foundation Mechanics and confirmed full compliance with project specifications. Foundation Mechanics LLC received positive feedback from references.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 Golf Committee – this item is on the agenda for review and consideration.
September 21, 2022 Regular Board Meeting – the Board approved Resolution 2022-2530; Authorizing the Execution of Design Phase Task Order No. 6 with Crawford, Murphy & Tilly, Inc. for the Project: Bridge Repairs at the Prairie Landing Golf Course.

REVENUE OR FUNDING IMPLICATIONS:

2022 Capital Budget	\$85,000
2023 Capital Budget	\$315,000
CMT Design Phase Task Order No. 6 Consulting and Bridging Document Preparation Services	(\$39,900)
CMT Construction Phase Task Order No. 7 Construction Phase Services	(\$39,150)
Foundation Mechanics LLC Construction Cost	(\$182,935)
Owner’s Contingency (10%)	(\$18,293.50)
	\$119,722

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 2022-2549; Award of Contract to Foundation Mechanics LLC for Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control.
- 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 2022-2549; Award of Contract to Foundation Mechanics LLC for Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control.

RESOLUTION 2022-2549

AWARD OF CONTRACT TO FOUNDATION MECHANICS LLC FOR PRAIRIE LANDING GOLF COURSE BRIDGE ABUTMENT STABILIZATION AND EROSION CONTROL

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 bridge abutment stabilization and erosion control at the Prairie Landing Golf Course (the “Project”); and

WHEREAS, the Authority received and reviewed three (3) sealed bids for the Project on November 7, 2022; and

WHEREAS, it is apparent that Foundation Mechanics LLC is the low, responsive and responsible bidder for a total cost of \$182,935; 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 Foundation Mechanics LLC for completion of the Project at a total cost not-to-exceed \$201,228.50, which includes a 10% owner’s contingency; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles, to execute said Contract with Foundation Mechanics LLC for completion of the Project at a total cost not-to-exceed \$201,228.50 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	_____	Gina R. LaMantia	_____
Juan E. Chavez	_____	Michael V. Ledonne	_____
Joshua S. Davis	_____	Noreen M. Ligino-Kubinski	_____
Herbert A. Getz	_____	Daniel J. Wagner	_____
Anthony M. Giunti Jr.	_____		

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2022-2549

**DUPAGE AIRPORT AUTHORITY
BRIDGE ABUTMENT STABILIZATION
SOLICITATION NO. 2022-1016**

STATEMENT OF POLITICAL CONTRIBUTIONS

Foundation Mechanics LLC
(name of entity or individual)

8604 W Catalpa Ave, Suite 907
Chicago, IL 60656

(address of entity or individual)

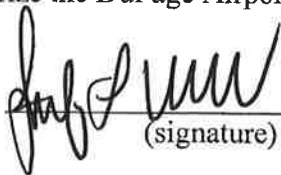
1. List the name and office of every elected official, as that term is defined in the DuPage Airport Authority's Procurement Policy, whom a contribution, exceeding \$150.00 total, was made to in the 24 months preceding the execution of this form. For each elected official, provide, in the space provided, 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."

11/07/2022 (date)  (signature) President (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 2022-2550; Authorizing the Execution of Construction Phase Task Order No. 7 with Crawford, Murphy & Tilly, Inc. for the Project: Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control

DATE: November 10, 2022

SUMMARY:

As discussed under the previous agenda item, the Authority desires completing a project to stabilize bridge abutments and improve erosion control on seven (7) bridges located at the Prairie Landing Golf Course.

Staff is in receipt of a construction phase task order from Crawford, Murphy & Tilly, Inc. (“CMT”) to provide construction oversight during the project for a total not-to-exceed amount of \$39,150.

CMT will provide submittal review, construction meeting attendance, completed work and quantity verification, pay application and change order review, quality control inspections and project closeout services.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 Golf Committee – this item is on the agenda for review and consideration.

September 21, 2022 Regular Board Meeting – the Board approved Resolution 2022-2530; Authorizing the Execution of Design Phase Task Order No. 6 with Crawford, Murphy & Tilly, Inc. for the Project: Bridge Repairs at the Prairie Landing Golf Course.

REVENUE OR FUNDING IMPLICATIONS:

2022 Capital Budget	\$85,000
2023 Capital Budget	\$315,000
CMT Design Phase Task Order No. 6 Consulting and Bridging Document Preparation Services	(\$39,900)
CMT Construction Phase Task Order No. 7 Construction Phase Services	(\$39,150)
Foundation Mechanics LLC Construction Cost	(\$182,935)
Owner’s Contingency (10%)	(\$18,293.50)
	\$119,722

STAKEHOLDER PROCESS:

None.

LEGAL REVIEW:

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

ATTACHMENTS:

- Proposed Resolution 2022-2550; Authorizing the Execution of Construction Phase Task Order No. 7 with Crawford, Murphy & Tilly, Inc. for the Project: Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control.

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 2022-2550; Authorizing the Execution of Construction Phase Task Order No. 7 with Crawford, Murphy & Tilly, Inc. for the Project: Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control.

RESOLUTION 2022-2550

AUTHORIZING THE EXECUTION OF CONSTRUCTION PHASE TASK ORDER NO. 7 WITH CRAWFORD, MURPHY & TILLY, INC. FOR THE PROJECT: PRAIRIE LANDING GOLF COURSE BRIDGE ABUTMENT STABILIZATION AND EROSION CONTROL

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

WHEREAS, the Authority expects to pursue the accomplishment of a project described as Prairie Landing Golf Course Bridge Abutment Stabilization and Erosion Control (the "Project"); and

WHEREAS, the Authority has previously entered into a Contract with Crawford, Murphy & Tilly, Inc. for work at the DuPage Airport and is in receipt of Task Order No. 7 from Crawford, Murphy & Tilly, Inc. for construction phase services on the Project for a total not-to-exceed amount of \$39,150; and

WHEREAS, the Board of Commissioners of the Authority finds that the cost to provide said services is reasonable and deems it to be in the best interest of the Authority to enter into Task Order No. 7 with Crawford, Murphy & Tilly, Inc. for such construction phase services; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles to execute Task Order No. 7 with Crawford, Murphy & Tilly, Inc. for a total not-to-exceed amount of \$39,150 and to take whatever steps necessary to effectuate the terms of said Task Order on behalf of the Authority.

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

Karyn M. Charvat	_____	Gina R. LaMantia	_____
Juan E. Chavez	_____	Michael V. Ledonne	_____
Joshua S. Davis	_____	Noreen M. Ligino-Kubinski	_____
Herbert A. Getz	_____	Daniel J. Wagner	_____
Anthony M. Giunti Jr.	_____		

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

(ATTEST)

CHAIRMAN

SECRETARY

RESOLUTION 2022-2550



TO: Board of Commissioners

FROM: Dan Barna
Operations and Capital Program Manager

THROUGH: Mark Doles
Executive Director

RE: Proposed Resolution 2022-2551; Award of Contract to Pandecon, Inc. for Prairie Landing Golf Club Men’s Locker Room Renovation

DATE: November 10, 2022

SUMMARY:

The Authority’s 2022 Capital Budget includes a project to renovate the men’s locker room in the lower level of the Prairie Landing Clubhouse. Renovations include replacing existing wall and floor tile, toilet partitions, sinks and countertops, painting, carpeting and new toilet accessories. This project follows completion of the women’s locker room renovation that occurred last winter season.

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 18, 2022 edition of the *Daily Herald Newspaper*. A mandatory pre-bid meeting was held at 10:00 a.m. on October 28, 2022. Five (5) sealed bids were received and opened at 2:30 p.m. on November 7, 2022. Bid results are as follows:

Bidder	Total Construction Cost
Pandecon, Inc. Geneva, IL	\$148,365
Construction Solutions of Illinois Oaklawn, IL	\$155,623
J.A. Watts, Inc. Elmhurst, IL	\$169,200
Red Feather Group Glenview, IL	\$204,827
Lite Construction, Inc. Montgomery, IL	\$287,500

Upon evaluation of the bids, it is apparent that Pandecon, Inc. is the low, responsive and responsible bidder. Wight & Company and staff conducted a bid review interview with Pandecon, Inc. and confirmed full compliance with project specifications. Pandecon has completed quality work for the Authority in the past.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 Golf Committee – this item is on the agenda for review and consideration.

REVENUE OR FUNDING IMPLICATIONS:

2022 Capital Budget	\$116,874
2023 Capital Budget	\$73,126
Wight & Company Design Phase Service Order	(\$13,500)
Wight & Company Construction Phase Service Order	(\$4,500)
Pandecon, Inc. Construction Cost	(\$148,365)
Owner's Contingency (10%)	(\$14,836.50)
	\$8,799

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 2022-2551; Award of Contract to Pandecon, Inc. for Prairie Landing Golf Club Men’s Locker Room Renovation.
- Statement of Political Contributions.

ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director and Staff that the Board approve Proposed Resolution 2022-2551; Award of Contract to Pandecon, Inc. for Prairie Landing Golf Club Men’s Locker Room Renovation.

RESOLUTION 2022-2551

AWARD OF CONTRACT TO PANDECON, INC. FOR PRAIRIE LANDING GOLF CLUB MEN’S LOCKER ROOM RENOVATION

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

WHEREAS, the Authority has solicited sealed bids for the men’s locker room renovation at the Prairie Landing Golf Club (the “Project”); and

WHEREAS, the Authority received and reviewed five (5) sealed bids for the Project on November 7, 2022; and

WHEREAS, it is apparent that Pandecon, Inc. is the low, responsive and responsible bidder for a total cost of \$148,365; 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 Pandecon, Inc. for completion of the Project at a total cost not-to-exceed \$163,201.50, which includes a 10% owner’s contingency; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles, to execute said Contract with Pandecon, Inc. for completion of the Project at a total cost not-to-exceed \$163,201.50 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	_____	Gina R. LaMantia	_____
Juan E. Chavez	_____	Michael V. Ledonne	_____
Joshua S. Davis	_____	Noreen M. Ligino-Kubinski	_____
Herbert A. Getz	_____	Daniel J. Wagner	_____
Anthony M. Giunti Jr.	_____		

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2022-2551

**DUPAGE AIRPORT AUTHORITY
MENS LOCKER RENOVATION
SOLICITATION NO. 2022-1014**

STATEMENT OF POLITICAL CONTRIBUTIONS

Pandecon Inc.

(name of entity or individual)

725 CHEEVER

GENEVA, IL 60134

(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
NAME				

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."

11/7/2022

(date)



(signature)

President

(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 2022-2552; Award of Contract to Red Feather Group for
Prairie Landing Golf Club Kitchen Epoxy Floors

DATE: November 10, 2022

SUMMARY:

The Airport Authority’s 2022 Capital Budget includes a project to remove the existing quarry tile flooring in the Grill Room and banquet kitchens at the Prairie Landing Clubhouse and replace with commercial kitchen grade epoxy flooring. The new epoxy system will improve floor cleaning and food sanitation standards; in addition to repairing several floor drains that are no longer flush with the floor surface and adequate for proper drainage.

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 18, 2022 edition of the *Daily Herald Newspaper*. A mandatory pre-bid meeting was held at 9:00 a.m. on October 28, 2022. Four (4) sealed bids were received and opened at 2:00 p.m. on November 7, 2022. Bid results are as follows:

Bidder	Total Construction Cost
Red Feather Group Glenview, IL	\$103,275
J.A. Watts, Inc. Elmhurst, IL	\$110,000
Stonhard Division of StonCor Group, Inc. Cherry Hill, NJ	\$159,866
Mertes Contracting Corporation Broadview, IL	\$169,775

Upon evaluation of the bids, it is apparent that Red Feather Group is the low, responsive and responsible bidder. Wight & Company and staff conducted a bid review interview with Red Feather Group and confirmed full compliance with project specifications. Red Feather Group received positive feedback from references.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 Golf Committee – this item is on the agenda for review and consideration.

REVENUE OR FUNDING IMPLICATIONS:

2022 Capital Budget	\$33,000
2023 Capital Budget	\$152,000
Wight & Company Design Phase Service Order	(\$6,500)
Wight & Company Construction Phase Service Order	(\$2,700)
Red Feather Group Construction Cost	(\$103,275)
Owner's Contingency (10%)	(\$10,327.50)
	\$62,198

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 2022-2552; Award of Contract to Red Feather Group for Prairie Landing Golf Club Kitchen Epoxy Floors.
- 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 2022-2552; Award of Contract to Red Feather Group for Prairie Landing Golf Club Kitchen Epoxy Floors

RESOLUTION 2022-2552

AWARD OF CONTRACT TO RED FEATHER GROUP FOR PRAIRIE LANDING GOLF CLUB KITCHEN EPOXY FLOORS

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 installation of epoxy floors in the kitchen areas at the Prairie Landing Golf Club (the “Project”); and

WHEREAS, the Authority received and reviewed four (4) sealed bids for the Project on November 7, 2022; and

WHEREAS, it is apparent that Red Feather Group is the low, responsive and responsible bidder for a total cost of \$103,275; 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 Red Feather Group for completion of the Project at a total cost not-to-exceed \$113,602.50, which includes a 10% owner’s contingency; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles, to execute said Contract with Red Feather Group for completion of the Project at a total cost not-to-exceed \$113,602.50 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	_____	Gina R. LaMantia	_____
Juan E. Chavez	_____	Michael V. Ledonne	_____
Joshua S. Davis	_____	Noreen M. Ligino-Kubinski	_____
Herbert A. Getz	_____	Daniel J. Wagner	_____
Anthony M. Giunti Jr.	_____		

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2022-2552

**DUPAGE AIRPORT AUTHORITY
KITCHEN EPOXY FLOORS
SOLICITATION NO. 2022-1015**

STATEMENT OF POLITICAL CONTRIBUTIONS

Red Feather Group

(name of entity or individual)

711 Becker Road, Glenview, IL 60025

(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
NONE	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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."

11/7/2023

(date)



(signature)

President

(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 2022-2553; Award of Contract to CDW Government LLC
for the Procurement of IT VLAN Switching Hardware

DATE: November 10, 2022

SUMMARY:

The Airport Authority’s 2022 Capital Budget includes several IT network hardware upgrades including the replacement of all network switches that will consolidate equipment currently subdivided among access control, data networking, telephony and video surveillance onto one unified platform.

The future cloud managed switches have capabilities and advanced controls to ensure optimum performance and security. New switches will replace end of life products at numerous locations. Virtual local area network (“VLAN”) creation will allow the Authority to consolidate hardware and reduce points of failure while also streamlining cross-platform capabilities and resources to end users, creating an overall more efficient network.

A solicitation for sealed bids was advertised in the October 19, 2022 edition of the *Daily Herald Newspaper*. Two (2) sealed bids were received and opened at 4:30 pm on November 7, 2022. Bid results are as follows:

Bidder	Equipment	Total Cost F.O.B. DuPage Airport
CDW Government LLC Chicago, IL	Cisco Meraki Thirteen (13) Switches/Licensing Nine (9) Power Supplies Three (3) Cables	\$57,128.61
Naka Technologies Chicago, IL	Cisco Meraki Thirteen (13) Switches/Licensing Nine (9) Power Supplies Three (3) Cables	\$67,424.02

Upon evaluation of the bids, it is apparent that CDW Government LLC is the low, responsive and responsible bidder.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 Finance, Budget & Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

2022 Capital Budget	\$105,918
CDW Government LLC Equipment Cost	(\$57,128.61)
F.O.B. DuPage Airport	
	\$48,789.39

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal counsel has previously drafted the standard contract utilized for the procurement of this item.

ATTACHMENTS:

- Proposed Resolution 2022-2553; Award of Contract to CDW Government LLC for the Procurement of IT VLAN Switching Hardware.
- 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 2022-2553; Award of Contract to CDW Government LLC for the Procurement of IT VLAN Switching Hardware.

RESOLUTION 2022-2553

AWARD OF CONTRACT TO CDW GOVERNMENT LLC FOR THE PROCUREMENT OF IT VLAN SWITCHING HARDWARE

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

WHEREAS, the Authority has solicited sealed bids for the procurement of virtual local area network switching hardware, power supplies, cables and licensing (the “Hardware”); and

WHEREAS, the Authority received and reviewed two (2) sealed bids on November 7, 2022; and

WHEREAS, it is apparent that CDW Government LLC is the low, responsive and responsible bidder at a total cost of \$57,128.61; and

WHEREAS, the Board of Commissioners of the Authority deem it to be in the best interests of the Authority to enter into a Purchase Order Contract with CDW Government LLC for the procurement of the Hardware for a total cost of \$57,128.61 F.O.B. DuPage Airport; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles to execute said Purchase Order Contract with CDW Government LLC for the procurement of thirteen (13) switches with licensing, nine (9) power supplies, and three (3) cables for a total cost of \$57,128.61 F.O.B. DuPage Airport and to take whatever steps necessary to effectuate the terms of said Purchase Order.

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

Karyn M. Charvat _____
Juan E. Chavez _____
Joshua S. Davis _____
Herbert A. Getz _____
Anthony M. Giunti Jr. _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Noreen M. Ligino-Kubinski _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

(ATTEST)

CHAIRMAN

SECRETARY

RESOLUTION 2022-2553

**DUPAGE AIRPORT AUTHORITY
IT VLAN SWITCHING HARDWARE
SOLICITATION NO. IFB 2022-1019**

STATEMENT OF POLITICAL CONTRIBUTIONS

CDW Government LLC
(name of entity or individual)

230 N. Milwaukee Ave, Vernon Hills, IL 60061

(address of entity or individual)

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

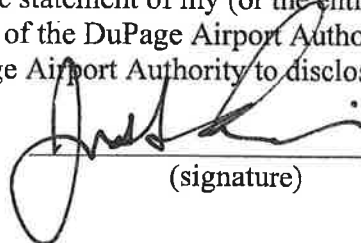
Elected Official	Office	Date	Amount	Form
<u>N/A</u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>

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

VERIFICATION:

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

11/4/2022
(date)


(signature)

Justin Schwier - Manager, Proposals
(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 2022-2554; Award of an Elevator Maintenance Contract to Otis Elevator Company

DATE: November 10, 2022

SUMMARY:

The Airport Authority currently utilizes an elevator maintenance contractor to service eight (8) elevators including:

- (4) Otis Traction Elevators – Flight Center
- (1) ESCO Hydraulic Elevator – Flight Center
- (1) Dover Traction Elevator – Control Tower
- (1) Dover Hydraulic Elevator – Government Center
- (1) Montgomery Hydraulic Elevator – Prairie Landing Clubhouse

Under a full-service maintenance contract, the contractor provides all labor and materials to service and inspect the elevators in accordance with applicable laws and regulations. As part of a monthly maintenance fee, the contractor repairs or replaces all mechanical, electrical and electronic parts required for the operation of the elevators in addition to providing preventative maintenance. Specific inspections are performed on a monthly, bi-monthly, quarterly, semi-annual and annual basis; in addition to those requested by the Authority.

The current contract with Anderson Elevator will expire on January 1, 2023. Staff solicited sealed bids for a new one (1) year contract subject to two (2) one (1) year extensions at the sole discretion of the Authority in the October 18, 2022 edition of the Daily Herald Newspaper. Four (4) sealed bids were received and opened at 3:00 p.m. on November 7, 2022. Bid results are as follows:

Bidder	Year 1 Cost	Year 2 Cost	Year 3 Cost	Total
Otis Elevator Company – Lombard, IL	\$19,200.00	\$19,776.00	\$20,369.28	\$59,345.28
Urban Elevator – Cicero, IL	\$23,820.00	\$25,011.00	\$26,261.88	\$75,092.88
Anderson Elevator – Broadview, IL	\$27,480.00	\$28,284.00	\$29,100.00	\$84,864.00
Mid-American Elevator – East Dundee, IL	\$29,640.00	\$30,516.00	\$31,416.00	\$91,572.00

Hourly time and material rates for as-needed work performed outside the scope of the annual maintenance contract are as follows:

Year 1 - January 1, 2023 - December 1, 2023	Mechanic	Helper	Adjuster	Team	Markup Materials
Otis Elevator Company – Lombard, IL					
M-F 7AM-5PM	\$390.00	\$315.00	\$478.00	\$705.00	15.00%
Saturdays and M-F After 5PM	\$663.00	\$535.50	\$812.60	\$1,198.50	
Sunday and Federally Recognized Holidays	\$780.00	\$630.00	\$956.00	\$1,410.00	
Urban Elevator – Cicero, IL					
M-F 7AM-5PM	\$240.00	\$192.00	\$240.00	\$432.00	15.00%
Saturdays and M-F After 5PM	\$408.00	\$326.40	\$408.00	No Bid	
Sunday and Federally Recognized Holidays	\$480.00	\$384.00	\$480.00	\$864.00	
Anderson Elevator – Broadview, IL					
M-F 7AM-5PM	\$245.00	\$219.00	\$245.00	\$500.00	10.00%
Saturdays and M-F After 5PM	\$380.00	\$353.00	\$380.00	\$800.00	
Sunday and Federally Recognized Holidays	\$438.00	\$402.00	\$438.00	\$800.00	
Mid-American Elevator – East Dundee, IL					
M-F 7AM-5PM	\$283.00	\$229.00	\$283.00	\$512.00	15.00%
Saturdays and M-F After 5PM	\$438.00	No Bid	\$438.00	No Bid	
Sunday and Federally Recognized Holidays	\$469.00	\$361.00	\$469.00	\$830.00	

Year 2 - January 1, 2024 - December 1, 2024	Mechanic	Helper	Adjuster	Team	Markup Materials
Otis Elevator Company – Lombard, IL					
M-F 7AM-5PM	\$404.00	\$323.00	\$495.00	\$727.00	15.00%
Saturdays and M-F After 5PM	\$686.80	\$549.10	\$841.50	\$1,235.90	
Sunday and Federally Recognized Holidays	\$808.00	\$646.00	\$990.00	\$1,454.00	
Urban Elevator – Cicero, IL					
M-F 7AM-5PM	\$252.00	\$201.60	\$252.00	\$453.60	15.00%
Saturdays and M-F After 5PM	\$428.40	\$342.72	\$428.40	No Bid	
Sunday and Federally Recognized Holidays	\$504.00	\$403.20	\$504.00	\$907.20	
Anderson Elevator – Broadview, IL					
M-F 7AM-5PM	\$245.00	\$219.00	\$245.00	\$500.00	10.00%
Saturdays and M-F After 5PM	\$380.00	\$353.00	\$380.00	\$800.00	
Sunday and Federally Recognized Holidays	\$438.00	\$402.00	\$438.00	\$800.00	
Mid-American Elevator – East Dundee, IL					
M-F 7AM-5PM	\$291.00	\$236.00	\$291.00	\$527.00	15.00%
Saturdays and M-F After 5PM	\$451.00	No Bid	\$451.00	No Bid	
Sunday and Federally Recognized Holidays	\$483.00	\$372.00	\$483.00	\$855.00	

Year 3 - January 1, 2025 - December 1, 2025	Mechanic	Helper	Adjuster	Team	Markup Materials
Otis Elevator Company – Lombard, IL					
M-F 7AM-5PM	\$418.00	\$335.00	\$512.00	\$752.00	15.00%
Saturdays and M-F After 5PM	\$710.60	\$569.50	\$870.40	\$1,278.40	
Sunday and Federally Recognized Holidays	\$836.00	\$670.00	\$1,024.00	\$1,504.00	
Urban Elevator – Cicero, IL					
M-F 7AM-5PM	\$264.60	\$211.68	\$264.60	\$476.28	15.00%
Saturdays and M-F After 5PM	\$449.82	\$359.86	\$449.82	No Bid	
Sunday and Federally Recognized Holidays	\$529.20	\$423.36	\$529.20	\$952.56	
Anderson Elevator – Broadview, IL					
M-F 7AM-5PM	\$245.00	\$219.00	\$245.00	\$500.00	10.00%
Saturdays and M-F After 5PM	\$380.00	\$353.00	\$380.00	\$800.00	
Sunday and Federally Recognized Holidays	\$438.00	\$402.00	\$438.00	\$800.00	
Mid-American Elevator – East Dundee, IL					
M-F 7AM-5PM	\$300.00	\$243.00	\$300.00	\$543.00	15.00%
Saturdays and M-F After 5PM	\$465.00	No Bid	\$465.00	No Bid	
Sunday and Federally Recognized Holidays	\$497.00	\$383.00	\$497.00	\$881.00	

In the previous three (3) years, 11.5 hours of M-F 7AM-5PM Mechanic labor was utilized and \$425 in materials for services outside the scope of the annual maintenance contract.

Upon evaluation of the bids, it is apparent that Otis Elevator Company is the low, responsive and responsible bidder.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

Elevator maintenance costs have been included in the 2023 Operating Budget.

STAKEHOLDER PROCESS:

No stakeholders have been identified at this time.

LEGAL REVIEW:

Legal counsel has previously drafted the standard contract utilized for the procurement of this item.

ATTACHMENTS:

- Proposed Resolution 2022-2554; Award of an Elevator Maintenance Contract to Otis Elevator Company
- 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 Proposed Resolution 2022-2554; Award of an Elevator Maintenance Contract to Otis Elevator Company.

RESOLUTION 2022-2554

AWARD OF AN ELEVATOR MAINTENANCE CONTRACT TO OTIS ELEVATOR COMPANY

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 an elevator maintenance contract; and

WHEREAS, the Authority received and reviewed four (4) sealed bids on September 7, 2022; and

WHEREAS, it is apparent that Otis Elevator Company is the low, responsive and responsible bidder; and

WHEREAS, the Board of Commissioners of the Authority deem it to be in the best interests of the Authority to enter into a Contract with Otis Elevator Company to provide elevator maintenance services; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority be authorized to enter into a written Contract with Otis Elevator Company to provide elevator maintenance services at DuPage Airport Authority facilities during the term beginning January 1, 2023 and ending on January 1, 2024, subject to two (2) one (1) year extensions contingent upon the future appropriations of the Authority and at the sole discretion of the Authority for a year 1 cost of \$19,200, year 2 cost of \$19,776, and year 3 cost of \$20,369.28. For year 1 repair services outside the scope of the contract: a weekday hourly rate of \$390 for mechanics, \$315 for helpers, \$478 for adjusters, and \$705 for team; an overtime hourly rate of \$663 for mechanics, \$535.50 for helpers, \$812.60 for adjusters, and \$1,198.50 for team; a Sunday and Federally recognized holiday rate of \$780 for mechanics, \$630 for helpers, \$956 for adjusters, and \$1,410 for team; and a 15% markup rate on parts and/or materials. For year 2 repair services outside the scope of the contract: a weekday hourly rate of \$404 for mechanics, \$323 for helpers, \$495 for adjusters, and \$727 for team; an overtime hourly rate of \$686.60 for mechanics, \$549.10 for helpers, \$841.50 for adjusters, and \$1,235.90 for team; a Sunday and Federally recognized holiday rate of \$808 for mechanics, \$646 for helpers, \$990 for adjusters, and \$1,454 for team; and a 15% markup rate on parts and/or materials. For year 3 repair services outside the scope of the contract: a weekday hourly rate of \$418 for mechanics, \$335 for helpers, \$512 for adjusters, and \$752 for team; an overtime hourly rate of \$710.60 for mechanics, \$569.50 for helpers, \$870.40 for adjusters, and \$1,278.40 for team; a Sunday and Federally recognized holiday rate of \$836 for mechanics, \$670 for helpers, \$1,024 for adjusters, and \$1,504 for team; and a 15% markup rate on parts and/or materials; and

FURTHER, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles to execute said Contract with Otis Elevator Company and to take whatever steps necessary to effectuate the terms of said Contract.

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

Karyn M. Charvat	_____	Gina R. LaMantia	_____
Juan E. Chavez	_____	Michael V. Ledonne	_____
Joshua S. Davis	_____	Noreen M. Ligino-Kubinski	_____
Herbert A. Getz	_____	Daniel J. Wagner	_____
Anthony M. Giunti Jr.	_____		

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2022-2554

**DUPAGE AIRPORT AUTHORITY
ELEVATOR MAINTENANCE CONTRACT
SOLICITATION NO. 2022-1012**

STATEMENT OF POLITICAL CONTRIBUTIONS

Otis Elevator Co.
(name of entity or individual)

949 Oak Creek Drive
Lombard, IL 60148
(address of entity or individual)

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

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

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."

11/4/22 Matthew D. One Sales Manager
(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 2022-2555; Award of Contract to Correct Electric, Inc. for Electrical Panel Replacement at Hangars E8 and E9

DATE: November 10, 2022

SUMMARY:

The Airport Authority’s 2022 Capital Budget includes a project to add electrical panels to Hangars E8 and E9. Currently, power to both hangars is distributed from Hangar E7 and shares a single breaker.

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 18, 2022 edition of the *Daily Herald Newspaper*. A mandatory pre-bid meeting was held at 10:30 a.m. on October 31, 2022. Three (3) sealed bids were received and opened at 1:30 p.m. on November 7, 2022. Bid results are as follows:

Bidder	Total Construction Cost
Correct Electric, Inc. Newark, IL	\$41,441
Newcastle Electric, Inc. Itasca, IL	\$44,550
Volt Electric, Inc. Big Rock, IL	\$56,994

Upon evaluation of the bids, it is apparent that Correct Electric, Inc. is the low, responsive and responsible bidder. Wight & Company and staff conducted a bid review interview with Correct Electric and confirmed full compliance with project specifications. Correct Electric has completed quality work for the Authority in the past.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 Capital Development Committee – this item is on the agenda for review and consideration.

REVENUE OR FUNDING IMPLICATIONS:

2022 Capital Budget	\$64,800
Wight & Company Design Phase Service Order	(\$11,000)
Wight & Company Construction Phase Service Order	(\$2,700)
Correct Electric, Inc. Construction Cost	(\$41,441)
Owner's Contingency (10%)	(\$4,144.10)
	\$5,515

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 2022-2555; Award of Contract to Correct Electric, Inc. for Electrical Panel Replacement at Hangars E8 and E9.
- 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 2022-2555; Award of Contract to Correct Electric, Inc. for Electrical Panel Replacement at Hangars E8 and E9.

RESOLUTION 2022-2555

**AWARD OF CONTRACT TO CORRECT ELECTRIC, INC. FOR ELECTRICAL
PANEL REPLACEMENT AT HANGARS E8 AND E9**

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 electrical panel replacement at Hangars E8 and E9 (the “Project”); and

WHEREAS, the Authority received and reviewed three (3) sealed bids for the Project on November 7, 2022; and

WHEREAS, it is apparent that Correct Electric, Inc. is the low, responsive and responsible bidder for a total cost of \$41,441; 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 Correct Electric, Inc. for completion of the Project at a total cost not-to-exceed \$45,585.10, which includes a 10% owner’s contingency; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles, to execute said Contract with Correct Electric, Inc. for completion of the Project at a total cost not-to-exceed \$45,585.10 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	_____	Gina R. LaMantia	_____
Juan E. Chavez	_____	Michael V. Ledonne	_____
Joshua S. Davis	_____	Noreen M. Ligino-Kubinski	_____
Herbert A. Getz	_____	Daniel J. Wagner	_____
Anthony M. Giunti Jr.	_____		

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2022-2555

**DUPAGE AIRPORT AUTHORITY
ELECTRICAL PANEL REPLACEMENT
SOLICITATION NO. 2022-1017**

STATEMENT OF POLITICAL CONTRIBUTIONS

Correct Electric Inc. - Nycole Woody
(name of entity or individual)

3 E. Front St. PO Box 1029
NEWARK, FL 32054

(address of entity or individual)

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

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

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

VERIFICATION:

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

11/07/2022
(date)

Nycole Woody
(signature)

President
(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 2022-2556; Award of Contract to State Mechanical Services LLC for HVAC RTU and AHU Equipment Replacement

DATE: November 10, 2022

SUMMARY:

The Airport Authority’s 2022 Capital Budget includes a project to replace one (1) HVAC rooftop unit at the Old Administration Building (32W581 Tower Road) and one (1) furnace/air handling unit at the 3N060 Powis Road hangar. Both units are beyond their useful service life.

A solicitation for sealed bids was advertised in the October 18, 2022 edition of the *Daily Herald Newspaper*. A mandatory pre-bid meeting was held at 1:00 p.m. on October 28, 2022. Three (3) sealed bids were received and opened at 4:00 p.m. on November 7, 2022. Bid results are as follows:

Bidder	Equipment	Total Construction Cost
State Mechanical Services, LLC Aurora, IL	Carrier	\$28,992
K.C.W. Environmental Conditioning Carol Stream, IL	RUUD/Rheem & Carrier	\$36,213
Cyril Regan Heating Justice, IL	Carrier	\$36,450

Upon evaluation of the bids, it is apparent that State Mechanical Service LLC is the low, responsive and responsible bidder. Staff conducted a bid review interview with State Mechanical and confirmed full compliance with project specifications. State Mechanical received positive feedback from references.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 Capital Development Committee – this item is on the agenda for review and consideration.

REVENUE OR FUNDING IMPLICATIONS:

2022 Capital Budget	\$39,900
State Mechanical Services Construction Cost	(\$28,992)
Owner's Contingency (10%)	(\$2,899.20)
	\$8,009

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 2022-2556; Award of Contract to State Mechanical Services, LLC for HVAC RTU and AHU Equipment Replacement.
- 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 2022-2556; Award of Contract to State Mechanical Services, LLC for HVAC RTU and AHU Equipment Replacement.

RESOLUTION 2022-2556

**AWARD OF CONTRACT TO STATE MECHANICAL SERVICES LLC FOR HVAC
RTU AND AHU EQUIPMENT REPLACEMENT**

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 one (1) RTU replacement at the Old Administration Building and one (1) AHU replacement at 3N060 Powis Road (the “Project”); and

WHEREAS, the Authority received and reviewed three (3) sealed bids for the Project on November 7, 2022; and

WHEREAS, it is apparent that State Mechanical Services LLC is the low, responsive and responsible bidder for a total cost of \$28,992; 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 State Mechanical Services LLC for completion of the Project at a total cost not-to-exceed \$31,891.20, which includes a 10% owner’s contingency; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles, to execute said Contract with State Mechanical Services for completion of the Project at a total cost not-to-exceed \$31,891.20 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	_____	Gina R. LaMantia	_____
Juan E. Chavez	_____	Michael V. Ledonne	_____
Joshua S. Davis	_____	Noreen M. Ligino-Kubinski	_____
Herbert A. Getz	_____	Daniel J. Wagner	_____
Anthony M. Giunti Jr.	_____		

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2022-2556

**DUPAGE AIRPORT AUTHORITY
HVAC RTU AND AHU EQUIPMENT
SOLICITATION NO. IFB 2022-1018**

STATEMENT OF POLITICAL CONTRIBUTIONS

State Mechanical Services L.L.C.

 (name of entity or individual)

535 Exchange Court

 Aurora, IL 60504

 (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	N/A	N/A	N/A	N/A
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

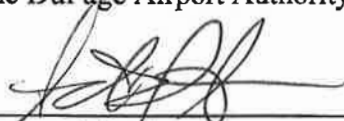
NOTE: If this statement of political contributions is being made on behalf of a business entity or other type of organization, a separate, additional, statement of political contributions may be required by the DuPage Airport Authority. When making this statement of political contributions in an individual 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."

11/04/2022

 (date)



 (signature)

President

 (title of signer, if a business)

TO: Board of Commissioners

FROM: Dan Barna
Operations and Capital Program Manager

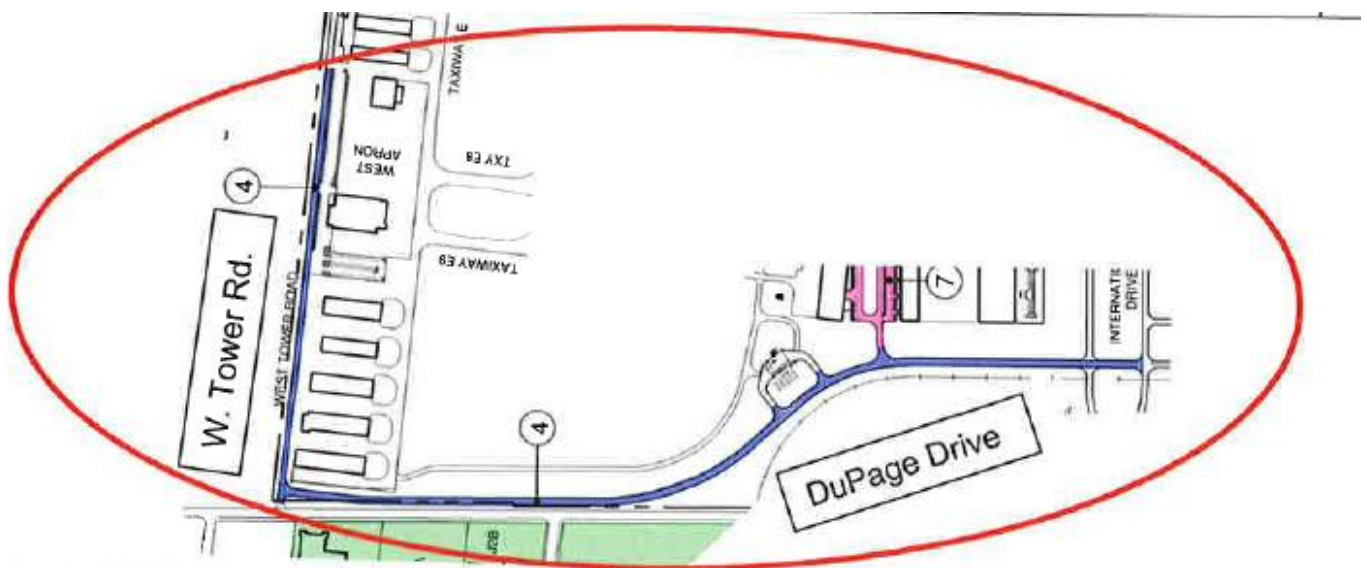
THROUGH: Mark Doles
Executive Director

RE: Proposed Resolution 2022-2557; Authorizing the Execution of a Planning and Design Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the State Capital Improvement Program Project Known as: Airport Perimeter Road Resurfacing – W. Tower Road and DuPage Drive

DATE: November 10, 2022

SUMMARY:

The Illinois Department of Transportation, Division of Aeronautics and the DuPage Airport Authority desire sponsoring a State Capital Improvement Program project known as: Airport Perimeter Road Resurfacing – W. Tower Road and DuPage Drive. The scope of work for this project consists of patching, milling and replacement of the roadway wearing surface on a portion of W. Tower Road and DuPage Drive.



The Authority previously selected Crawford, Murphy & Tilly, Inc. (“CMT”) for providing design and construction phase engineering services related to this project. Staff is in receipt of a Planning and Design Phase Engineering Services Agreement from CMT for a total not-to-exceed amount of \$52,000.

The Authority anticipates receiving 90% reimbursement from the Rebuild Illinois Capital Investment Program to accomplish these services.

PREVIOUS COMMITTEE/BOARD ACTION:

November 16, 2022 Capital Development Committee – this item is on the agenda for review and consideration.

REVENUE OR FUNDING IMPLICATIONS:

State Funding (Multi-modal Transportation Bond Funds)	\$594,000
DuPage Airport Authority (Local) Funding	\$66,000
Total Project Cost	\$660,000

The Authority anticipates receiving 90% reimbursement from the Rebuild Illinois Capital Investment Program to accomplish these services. Funding for this project is included in the 2022 Capital Budget.

STAKEHOLDER PROCESS:

None.

LEGAL REVIEW:

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

ATTACHMENTS:

- Proposed Resolution 2022-2557; Authorizing the Execution of a Planning and Design Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the State Capital Improvement Program Project Known as: Airport Perimeter Road Resurfacing – W. Tower Road and DuPage Drive.

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 2022-2557; Authorizing the Execution of a Planning and Design Phase Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for the State Capital Improvement Program Project Known as: Airport Perimeter Road Resurfacing – W. Tower Road and DuPage Drive.

RESOLUTION 2022-2557

AUTHORIZING THE EXECUTION OF A PLANNING AND DESIGN PHASE ENGINEERING SERVICES AGREEMENT WITH CRAWFORD, MURPHY & TILLY, INC. FOR THE STATE CAPITAL PROGRAM PROJECT KNOWN AS: AIRPORT PERIMETER ROAD RESURFACING – W. TOWER ROAD AND DUPAGE DRIVE

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

WHEREAS, the Authority expects to pursue the accomplishment of a State Capital Program Project described as Airport Perimeter Road Resurfacing – W. Tower Road and DuPage Drive (the "Project"); and

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

WHEREAS, the Authority is in receipt of a Planning and Design Phase Engineering Services Agreement from CMT to develop plans and specifications for the Project for a total not-to-exceed amount of \$52,000; and

WHEREAS, the Authority anticipates receiving 90% reimbursement from State funds to accomplish said design; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles to execute a Planning and Design Phase Engineering Services Agreement with CMT for a total not-to-exceed amount of \$52,000 and to take whatever steps necessary to effectuate the terms of said Agreement on behalf of the Authority.

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

Karyn M. Charvat _____
Juan E. Chavez _____
Joshua S. Davis _____
Herbert A. Getz _____
Anthony M. Giunti Jr. _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Noreen M. Ligino-Kubinski _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

(ATTEST)

CHAIRMAN

SECRETARY

RESOLUTION 2022-2557

RESOLUTION 2022-2558

RATIFYING THE EXECUTION OF THE FIRST AMENDMENT TO VACANT LAND PURCHASE AGREEMENT AND APPROVING THE EXECUTION OF THE SECOND AMENDMENT TO VACANT LAND PURCHASE AGREEMENT WITH BI DEVELOPER LLC

WHEREAS, the DuPage Airport Authority (the “Authority”) owns a certain approximate 42-acre parcel of real property between Illinois Route 38 and the Union Pacific rail line (the “Subject Property”) in fee simple interest; and

WHEREAS, on June 21, 2022, the Authority and BI Developer LLC (“BI”) entered into a Vacant Land Purchase Agreement for the Subject Property (the “Purchase Agreement”); and

WHEREAS, on October 19, 2022, Executive Director Doles, on behalf of the Authority, executed a First Amendment to Vacant Land Purchase Agreement with BI extending the Inspection Period under the Purchase Agreement until November 18, 2022; and

WHEREAS, BI is seeking a further extension of the Inspection Period under the Purchase Agreement until January 26, 2023, due to title and access issues related to the Subject Property; and

WHEREAS, the Authority deems it in the best interests of the Authority and the general public to enter into a Second Amendment to Vacant Land Purchase Agreement with BI for the Subject Property, attached hereto as Exhibit A, extending the Inspection Period under the Purchase Agreement until January 26, 2023.

NOW, THEREFORE, BE IT RESOLVED, THAT: the Board of Commissioners of the DuPage Airport Authority hereby ratifies Executive Director Doles’ execution of the First Amendment to Vacant Land Sales Agreement with BI Developer LLC; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, THAT: the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director to execute the Second Amendment to Vacant Land Purchase Agreement with BI Developer LLC, attached hereto and made a part hereof as Exhibit A, and take whatever steps necessary to effectuate the terms of this Second 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 _____
Joshua S. Davis _____
Herbert A. Getz _____
Anthony M. Giunti Jr. _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Noreen M. Ligino-Kubinski _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

(ATTEST)

CHAIRMAN

SECRETARY

RESOLUTION 2022-2558

EXHIBIT A

**SECOND AMENDMENT TO
VACANT LAND PURCHASE AGREEMENT**

**SECOND AMENDMENT TO VACANT LAND
PURCHASE AGREEMENT**

This Second Amendment to the Vacant Land Purchase Agreement (this “Second Amendment”) is entered into effective as of November 16, 2022 (the “Effective Date”), by and among DuPage Airport Authority, an Illinois Special District (“Seller”), and BI Developer LLC, a Delaware limited liability company (“Purchaser”).

RECITALS

WHEREAS, Seller and Purchaser entered into that certain Vacant Land Purchase Agreement dated effective as of June 21, 2022 (the “Purchase Agreement”), pursuant to which Purchaser agreed to purchase, and Seller agreed to sell, the land and improvements described therein; and

WHEREAS, Seller’s Executive Director Doles executed a First Amendment to Vacant Land Purchase Agreement dated effective as of October 19, 2022 (the “First Amendment”), pursuant to which the parties agreed to extend the Inspection Period, as defined in the Purchase Agreement, and as amended by the First Amendment, until November 18, 2022; and

WHEREAS, Seller and Purchaser desire to further amend the Purchase Agreement as set forth herein.

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Purchase Agreement is hereby amended as follows:

1. Definitions. Capitalized terms used, but not otherwise defined herein, shall have their respective meanings as set forth in the Purchase Agreement.
2. Extension of Inspection Period. The Inspection Period defined in Paragraph 5(a) of the Vacant Land Purchase Agreement shall be further extended from November 18, 2022 until January 26, 2023.
3. Extension of the Title Survey Review Period. The reference to “November 18, 2022” in Section 3 of the First Amendment is hereby amended and replaced with “January 26, 2023”.
4. Continuing Effectiveness. Except as expressly amended by this Second Amendment, the remaining terms, covenants, conditions, and provisions of the Purchase Agreement shall remain unchanged and in full force and effect, and the Purchase Agreement, as amended herein, shall constitute the full, true, and complete agreement between the parties.
5. Caption Headings. Caption headings in this Second Amendment are for convenience purposes only and are not to be used to interpret or define the provisions of this Amendment.
6. Successors and Assigns. This Second Amendment shall be binding upon and inure to the benefit of the parties, and their successors and assigns.

7. Severability. If any provision of this Second Amendment is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, such provision shall be fully severable. This Second Amendment shall be construed and enforceable as if the illegal, invalid or unenforceable provision had never comprised a part of it, and the remaining provisions of this Amendment shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance here from. Furthermore, in lieu of such illegal, invalid or unenforceable provision, there shall be added automatically as a part of this Second Amendment, a provision as similar in terms to such illegal, invalid or unenforceable provision as may be possible and legal, valid and enforceable.

8. Counterparts. This Second Amendment may be executed in counterparts, each of which shall be deemed an original instrument, but all such counterparts together shall constitute but one agreement. Delivery of an executed counterpart signature page by facsimile or electronic transmittal (PDF) is as effective as executing and delivering this Second Amendment in the presence of the other parties to this Amendment.

IN WITNESS WHEREOF, Seller and Purchaser have executed and delivered this Second Amendment effective as of the Effective Date.

SELLER:

DUPAGE AIRPORT AUTHORITY, an Illinois
Special District

By: _____
Name: _____
Title: _____

Attest:

By: _____
Name: _____
Title: _____

PURCHASER:

BI DEVELOPER LLC, a Delaware Limited
Liability Company

By: _____
Name: _____
Title: _____

Proposed Resolution 2022-2559 Authorizing the Execution of a Non-Exclusive Drainage Easement Agreement with GSI Family Investments of Arizona, LLC.

Materials will be Provided Under Separate Cover

Proposed Resolution 2022-2560; Disclosure of Executive Session Minutes.

Materials will be Provided Under Separate Cover by Counsel

RESOLUTION 2022-2561

AUTHORIZING THE EXECUTION OF THE FOURTH EXTENSION TO EXCLUSIVE LISTING AGREEMENT WITH NAI HIFFMAN FOR DUPAGE BUSINESS CENTER REAL ESTATE BROKERAGE SERVICES

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

WHEREAS, in 2017, the Authority solicited proposals from real estate brokers for the disposition of land for nonresidential uses at the DuPage Business Center; and

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

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

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

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

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

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

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

FURTHER, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director, Mark Doles, to execute said Fourth

Extension to Exclusive Listing Agreement with NAI Hiffman, attached hereto as Exhibit A, and to take whatever steps necessary to effectuate the terms of said Agreement.

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

Karyn M. Charvat _____
Juan E. Chavez _____
Joshua S. Davis _____
Herbert A. Getz _____
Anthony M. Giunti Jr. _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Noreen M. Ligino-Kubinski _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2022-2561

FOURTH EXTENSION TO EXCLUSIVE LISTING AGREEMENT – SALE OR LEASE

This FOURTH EXTENSION TO LISTING AGREEMENT – SALE OR LEASE (hereinafter the "Agreement") is effective as of November 16, 2022 by and between DUPAGE AIRPORT AUTHORITY, an Illinois special district (the "Owner"), and HIFFMAN SHAFFER ASSOCIATES, INC. d/b/a NAI Hiffman, an Illinois corporation (the "Broker"). The Owner and Broker are collectively referred to as the "Parties."

RECITALS

WHEREAS, the parties entered into an Exclusive Listing Agreement – Sale or Lease on or about November 27, 2017 (the "Listing Agreement"); and

WHEREAS, the Listing Agreement was previously extended until November 15, 2022 by the parties; and

WHEREAS, the Parties intend and desire to extend the term of the Listing Agreement for another two years on the terms set forth herein;

NOW, THEREFORE, in consideration of Ten Dollars and No Cents (\$10.00) and other good and valuable consideration in hand paid, the receipt and sufficiency of which is hereby acknowledged, and the mutual promises, agreements and covenants herein, the parties hereto, intending to be legally bound, agree as follows:

1. Owner and Broker agree that, upon and by virtue of the execution of this Agreement, the term of the Listing Agreement is extended, *nunc pro tunc*, until midnight on November 15, 2024 on the terms and conditions contained herein.

2. All other provisions of the Listing Agreement as amended from time to time by the parties shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

DUPAGE AIRPORT AUTHORITY

By: _____
Mark Doles, Executive Director

**HIFFMAN SHAFFER ASSOCIATES,
INC., d/b/a NAI HIFFMAN, an Illinois
corporation**

By: _____
Print Name: _____
Its: _____

RESOLUTION 2022-2562
APPROVING THE EXECUTION OF A FOURTH AMENDMENT TO
VACANT LAND PURCHASE AGREEMENT
WITH PATRIOT DEVELOPMENT GROUP, LLC

WHEREAS, the DuPage Airport Authority (the “Authority”) owns a certain approximate 30.6-acre parcel of real property south of Illinois Route 38 (the “Subject Property”) in fee simple interest; and

WHEREAS, on or about August 2, 2021, the Authority entered into a Vacant Land Purchase Agreement (the “Agreement”) with Patriot Development Group, LLC (“Patriot”) for the Subject Property; and

WHEREAS, on March 9, 2022, the Authority and Patriot entered into the First Amendment to the Agreement, which, *inter alia*, extended the due diligence period under the Agreement until May 23, 2022; and

WHEREAS, on May 18, 2022, the Authority and Patriot entered into the Second Amendment to the Agreement, which, *inter alia*, extended the due diligence period under the Agreement until September 23, 2022; and

WHEREAS, on September 21, 2022, the Authority and Patriot entered into the Third Amendment to the Agreement, which, *inter alia*, extended the due diligence period under the Agreement until December 23, 2022; and

WHEREAS, Patriot has requested a Fourth extension of the due diligence period until February 23, 2023 to obtain governmental approvals for the project; and

WHEREAS, the Authority deems it in the best interests of the Authority and the general public to enter into the Fourth Extension to the Vacant Land Purchase Agreement for the Subject Property with Patriot, in the form attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, THAT: the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Executive Director to execute the Fourth Amendment to Vacant Land Purchase Agreement with Patriot Development Group, LLC, attached hereto and made a part hereof as Exhibit A, and take whatever steps necessary to effectuate the terms of said Amendment 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 _____
Joshua S. Davis _____
Herbert A. Getz _____
Anthony M. Giunti Jr. _____

Gina R. LaMantia _____
Michael V. Ledonne _____
Noreen M. Ligino-Kubinski _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 16th day of November, 2022.

(ATTEST)

CHAIRMAN

SECRETARY

EXHIBIT A

FOURTH AMENDMENT TO VACANT LAND PURCHASE AGREEMENT

**FOURTH AMENDMENT TO VACANT LAND
PURCHASE AGREEMENT**

This FOURTH Amendment to the Vacant Land Purchase Agreement (this “Amendment”) is entered into effective as of November ____, 2022 (the “Effective Date”), by and among DuPage Airport Authority, an Illinois Special District (“Seller”), and Patriot Development LLC, an Illinois limited liability company (“Purchaser”).

RECITALS

WHEREAS, Seller and Purchaser entered into that certain Vacant Land Purchase Agreement dated effective as of August 4, 2021 (the “Purchase Agreement”), pursuant to which Purchaser agreed to purchase, and Seller agreed to sell, the land and improvements described therein; and

WHEREAS, Seller and Purchaser desire to amend the Purchase Agreement as set forth herein.

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Purchase Agreement is hereby amended as follows:

1. Definitions. Capitalized terms used, but not otherwise defined herein, shall have their respective meanings as set forth in the Purchase Agreement.
2. Paragraph 5. Due Diligence. Inspection Period. the Inspection Period defined in Paragraph 5(a) of the Vacant Land Purchase Agreement shall be extended until February 23, 2023.
3. Paragraph 2(a). Earnest Money. As of December 24, 2022, \$25,000 of the Purchaser’s initial earnest money deposit shall become a “Hard-Deposit”. The “Hard-Deposit” will be paid directly to Seller if Purchaser terminates the Purchase Agreement for any reason, and is non-refundable to the Purchaser, except that it is refundable to Purchaser if Seller defaults under Section 16(b) of the Agreement.
4. Continuing Effectiveness. Except as expressly amended by this Amendment, the remaining terms, covenants, conditions, and provisions of the Purchase Agreement shall remain unchanged and in full force and effect, and the Purchase Agreement, as amended herein, shall constitute the full, true, and complete agreement between the parties.
5. Caption Headings. Caption headings in this Amendment are for convenience purposes only and are not to be used to interpret or define the provisions of this Amendment.
6. Successors and Assigns. This Amendment shall be binding upon and inure to the benefit of the parties, and their successors and assigns.
7. Severability. If any provision of this Amendment is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, such provision shall be fully severable. This Amendment shall be construed and enforceable as if the illegal, invalid

or unenforceable provision had never comprised a part of it, and the remaining provisions of this Amendment shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance here from. Furthermore, in lieu of such illegal, invalid or unenforceable provision, there shall be added automatically as a part of this Amendment, a provision as similar in terms to such illegal, invalid or unenforceable provision as may be possible and legal, valid and enforceable.

8. Counterparts. This Amendment may be executed in counterparts, each of which shall be deemed an original instrument, but all such counterparts together shall constitute but one agreement. Delivery of an executed counterpart signature page by facsimile or electronic transmittal (PDF) is as effective as executing and delivering this Amendment in the presence of the other parties to this Amendment.

[Signature page follows]

IN WITNESS WHEREOF, Seller and Purchaser have executed and delivered this Amendment effective as of the Effective Date.

SELLER:

DUPAGE AIRPORT AUTHORITY, an Illinois
Special District

By: _____
Name: _____
Title: _____

PURCHASER:

PATRIOT DEVELOPMENT GROUP, LLC, an
Illinois Limited Liability Company

By: _____
Name: _____
Title: _____