

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET, AND AUDIT COMMITTEE
SPECIAL MEETING
MONDAY, OCTOBER 27, 2025**

A meeting of the Finance, Budget, and Audit Committee of the DuPage Airport Authority Board of Commissioners was convened at the DuPage Flight Center Building, Third Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Monday, October 27, 2025.

Committee Chairman Ledonne called the meeting to order at 9:12 a.m. A quorum was present for the committee meeting. Commissioner Davis was not present for the roll call he arrived at 9:17 a.m. Commissioner Giunti was not present at the meeting, due to employment purposes.

Commissioners Present: Chavez, Davis, Ledonne, Ligino-Kubinski

Commissioners Absent: Giunti

DuPage Airport Authority Staff Present: Mark Doles, Executive Director; Patrick Hoard, Director of Finance; Dan Barna, Director of Operations and Facilities; Karin Kietzman, Procurement Manager; Kristine Klotz, Executive Assistant, and Board Liaison; Becky Taylor, Senior Account; Brian DeCoudres, Director of the DuPage Flight Center.

Others: None

NEW BUSINESS

Discussion of the Tentative Budget and Appropriation for the Fiscal Year Beginning January 1, 2026 and Ending December 31, 2026.

Committee Chairman Ledonne thanked staff for their work and noted that no additional Full-Time Equivalent positions were being requested in the Fiscal Year 2026 (FY26) plan. He commended staff for effectively utilizing existing resources. Committee Chairman Ledonne also advised that there is no reason this year to propose an abatement or increase to the property tax levy. Insurance costs continue to rise, with Commissioner Chavez reporting a 4.5% increase in its insurance rates at his company. The airport experienced a moderate increase in insurance costs as well. Executive Director commended staff for preparing a comprehensive FY26 budget plan. Mr. Doles reviewed the standard budget timeline. Upon Board approval, the budget will be submitted to the DuPage County Chair as required by state statute. The DuPage County Chair has 30 days to provide any comments. Mr. Doles advised that this plan is structured to protect the taxpayers' investment and continue to sustain a high level of service.

Operating Revenues and Expenses:

Executive Director Doles advised that the Tentative Operating Budget includes a projected surplus of approximately \$1.1 million. The Board was recognized for its careful planning and establishment of sufficient reserve funds to address unforeseen events without disrupting operations. The total budgeted revenues of \$10.3 million are stated prior to depreciation.

Airport Operations:

Executive Director Doles advised that 73 full time employees are budgeted for in FY26 with a projected 3% cost of living and a 3% merit pool to take effect in April 2026. The health insurance renewal is effective October 1, 2025, having a 13% increase from 2025 with the addition of five employees electing coverage. Approximately 77% of health insurance costs are paid by the Airport Authority and 23% by employees. Mr. Doles added the property tax levy remains unchanged. No abatements or property tax increases are included within the FY26 budget. The entirety of the property tax revenue is allocated, which includes \$250,000 for Airport Rescue Fire Fighting (ARFF) costs, and \$250,000 for overnight Air Traffic Control Tower staff costs. Additionally, funds from property tax reserve funds will be utilized for the FY26 budget. Property and Casualty Insurance was budgeted with a 5% increase; however, Mr. Doles advised that updated information received this morning reflects an increase of only 3%. Commissioner Davis inquired whether this figure was confirmed. Mr. Doles advised that the coverage is pending, and staff anticipates the increase will not exceed 3%.

Flight Center Operations:

Executive Director Doles advised the FY26 budget anticipates a slight decrease in Jet-A fuel and a slight increase in 100LL sales. This plan represents a 7% overall increase and is considered to be a realistic outlook based on market conditions. Mr. Doles explained in FY25, Jet-A fuel was budgeted at 202% cost-to-average-sale ratio. The forecast for FY26, Jet-A fuel is budgeted at 180% cost-to-average-sale ratio. 100LL fuel FY25 at 168% cost-to-average-sale ratio, while FY26 100LL is budgeted for 145% cost-to-average-sale ratio. Mr. Doles added that if the projected volumes and margins are met, there is potential for additional funds to be added to the bottom line. Mr. Doles noted that even small market fluctuations can significantly impact oil prices. Commissioner Davis asked how estimates were determined. Mr. Doles explained they are based on historical data and industry trends. Commissioner Davis also inquired whether customers had been consulted regarding their anticipated fuel consumption. Mr. Doles confirmed ongoing communication with tenants and on-field businesses.

Prairie Landing Golf Club Operations:

Executive Director Doles reported that 29,000 rounds of golf are budgeted for FY26. In comparison 26,600 rounds were budgeted in fiscal year 2025. The FY26 budget includes seven weddings compared to five weddings budgeted in the prior year. 55 golf outings were budgeted in FY25 however 97 outings occurred. Mr. Doles noted that many of these outings were smaller groups with 51 out of the 97 having fewer than 72 players. Committee Chairman Ledonne inquired if a full outing is 144 golfers. Mr. Doles confirmed that 144 golfers represent a full outing and explained that most outings were considered half-sized events.

Capital:


Executive Director Doles advised that the current capital plan includes \$13.9 million, including grant funded projects and carryover projects from FY25. The plan includes the full cost of the replacement and upgrade of one of the ARFF vehicles. Mr. Doles noted that delivery of the

vehicle is not expected until possibly FY27. The Airport Authority plans to purchase a new snowplow truck to replace a 2001 unit where OEM parts are no longer available. Grant funded airfield projects total approximately \$4.7 million which the Airport Authority is responsible for 13% of the project costs and Federal and State funding will cover the remaining 87%.

Major Maintenance:

Staff is planning on tree removal and trimming to protect Runway 15/33, apron repairs, and renovation work in one of the corporate tenant hangars. Executive Director Doles reviewed projected cash balances as of January 1, 2026. Committee Chairman Ledonne asked about moving funds into different investments, and discussion followed.

A **MOTION** was made by Commissioner Chavez to adjourn the Special Meeting of the Finance, Budget, and Audit Committee; the **motion was seconded** by Commissioner Ligino-Kubinski and was passed unanimously by voice vote. The meeting adjourned at 9:56 a.m.



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