

**DuPAGE AIRPORT AUTHORITY  
FINANCE, BUDGET AND AUDIT COMMITTEE  
WEDNESDAY, MAY 23, 2018**

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, First Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Wednesday, May 23, 2018. Commissioner Ledonne called the Committee Meeting to order at 1:00 p.m. and a quorum was present for the meeting.

A moment of silence was observed to honor the passing of Peter Huizenga, former member of the DuPage Airport Authority Board of Commissioners.

**Commissioners Present:** Ledonne, Donnelly, Posch, Sharp, Wagner.

**Commissioners Absent:** None

**DuPage Airport Authority Staff Present:**

Executive Director David Bird; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance and Prairie Landing Golf Club; Robb Walker, Senior Accountant; Dan Barna, Operations and Capital Program Manager; Pamela Miller, Executive Assistant and Board Liaison.

**Others:**

Jim Savio, Sikich.

**OLD BUSINESS**

None

**NEW BUSINESS**

**REVIEW OF FINANCIAL STATEMENTS**

Patrick Hoard reviewed the new format for the internal financial statements as was recommended previously by the Committee. Discussion followed and all members of the Committee were agreeable with this report. Mr. Hoard then proceeded to summarize the financial statements for April 2018.

**Presentation and Review of the Annual Financial Audit.**

Jim Savio of the firm Sikich, reported on the Comprehensive Annual Financial report (CAFR) and thanked Executive Director Bird, Patrick Hoard, Robb Walker and the entire staff for their support and assistance during the audit process. He advised there were no new accounting pronouncements for this year and proceeded to review the highlights of the CAFR. Mr. Savio stated that an unmodified opinion was issued with no material weaknesses or significant deficiencies found; this is the highest opinion that can be given in the audit process. He continued that the Airport Authority had received the Certificate of Achievement for Excellence in Financial Reporting, awarded by the Government Finance Officers Association (GFOA). Mr. Savio added that Robb Walker took the lead on this very lengthy endeavor, making sure all requirements were met, and acknowledged his great work. Discussion followed.

**Proposed Resolution 2018-2168; Authorizing the Execution of a Professional Services Agreement with Gruen Gruen + Associates for an Updated Economic and Fiscal Impact Analysis of the DuPage Business Center and DuPage Airport Authority Business Units.**

*Authorizes an Economic and Fiscal Impact Analysis of the DuPage Business Center and DuPage Airport Authority Business Units. Not-to-exceed costs of \$22,100.*

Executive Director Bird advised Gruen Gruen + Associates has submitted a proposal to update the current economic and fiscal analysis of the DuPage Business Center and the Airport Authority business units. Gruen Gruen has done many projects for the Airport Authority and prepared the previous Economic and Fiscal Analysis completed in 2012. He continued that with the recent activity at the Business Center, this updated information will be reflected in and will assist with the Master Plan Update. Discussion followed.

A **MOTION** was made by Commissioner Sharp to recommend Board approval of Proposed Resolution 2018-2168; Authorizing the Execution of a Professional Services Agreement with Gruen Gruen + Associates for an Updated Economic and Fiscal Impact Analysis of the DuPage Business Center and DuPage Airport Authority Business Units. The **motion was seconded** by Commissioner Donnelly and was unanimously passed by roll call vote (5-0).

**Proposed Resolution 2018-2169; Award of Contract to Nadler Golf for the Procurement of Two (2) Golf Utility Vehicles.**

*Authorizes the procurement of two (2) new Club Car Carryall 500 Gas Utility Turf Vehicles for a total cost of \$18,834.*

Dan Barna stated these two vehicles will be utilized by Prairie Landing's Golf Maintenance Department. He continued that five (5) bids were received and after evaluation Nadler Golf was determined to be the low, responsive and responsible bidder; \$3,166 under the amount budgeted for this purchase. The first two bidders did not meet specifications and were not eligible. Discussion followed.

A **MOTION** was made by Commissioner Sharp to recommend Board approval of Proposed Resolution 2018-2169; Award of contract to Nadler Golf for the Procurement of Two (2) Golf Utility Vehicles. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (5-0).

**OTHER BUSINESS**

None

A **MOTION** was made by Commissioner Sharp to adjourn the Finance, Budget and Audit Committee; the **motion was seconded** by Commissioner Donnelly and was passed unanimously by voice vote. The meeting adjourned at 1:25 p.m.



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