



DuPAGE AIRPORT AUTHORITY

BOARD OF COMMISSIONERS
REGULAR MEETING
WEDNESDAY, SEPTEMBER 18, 2019; 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. DISCUSSION AND POSSIBLE APPOINTMENT OF EXECUTIVE DIRECTOR.
5. APPROVAL OF MINUTES TAB #1 PAGE #5
 - June 13, 2019 Regular Board Meeting
 - July 30, 2019 Special Board Meeting
 - June 13, 2019 Capital Development, Leasing and Customer Fees Committee
 - June 13, 2019 Finance Committee Meeting
 - June 13, 2019 Golf Committee Meeting
6. DIRECTOR'S REPORT TAB #2 PAGE #22
7. REVIEW OF FINANCIAL STATEMENTS TAB #3 PAGE #31
8. 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 TAB #4 PAGE #46
9. NEW BUSINESS
 - a. Proposed Resolution 2019-2284; Approving the Use of Outside Auditors for the Year 2020.
Appoints the firm of Sikich LLP as outside auditor for the year 2020. Audit of 2019 financial statements for an all-inclusive maximum fee of \$31,900.
Finance TAB #5 PAGE #47

- b. **Proposed Resolution 2019-2285; Authorizing the Execution of a Professional Services Agreement with Next Generation Strategies, Inc. for Lobbyist Services.**
Approves a one (1) year agreement, subject to two (2) one (1) year extensions. Annual compensation not-to-exceed \$60,000.
Finance **TAB #6** **PAGE #50**
- c. **Proposed Resolution 2019-2286; Award of Contract to Fox Valley Fire & Safety Company for Fire and Security Alarm Monitoring Services.**
Approves a one (1) year agreement, subject to two (2) one (1) year extensions for an annual cost of \$14,592.
Finance **TAB #7** **PAGE #54**
- d. **Proposed Resolution 2019-2287; Award of Contract to Harmony Deicing Products Inc. for the Procurement of Sodium Formate Runway Deicing Material.**
Approves the as-needed procurement of up to 12 tons of Sodium Formate for the 2019/2020 winter season for an amount not-to-exceed \$19,503.84.
Finance **TAB # 8** **PAGE #58**
- e. **Proposed Resolution 2019-2288; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid.**
Approves the as-needed procurement of up to 8,000 gallons of Potassium Acetate for the 2019/2020 winter season for an amount not-to-exceed \$34,320.
Finance **TAB #9** **PAGE #62**
- f. **Proposed Resolution 2019-2289; Award of Contract to Wausau Equipment Company for the Procurement of One (1) Snow Plow Blade.**
Approves the procurement of one (1) new 20' snow plow blade. Total cost \$33,060 F.O.B. DuPage Airport.
Finance **TAB # 10** **PAGE #66**
- g. **Proposed Resolution 2019-2290; Award of Contract to Mojo Systems LLC. for the Procurement of Desktop Computers.**
Approves the procurement of twenty-three (23) desktop computers. Total cost \$18,125 F.O.B. DuPage Airport.
Finance **TAB #11** **PAGE #70**
- h. **Proposed Resolution 2019-2291; Authorizing Payment Under a Non-Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority for Air Traffic Control Services at the DuPage Air Traffic Control Tower for the Period Between October 1, 2019 and September 30, 2020.**
Approves an Agreement between the Federal Aviation Administration ("FAA") and the DuPage Airport Authority whereby the FAA will provide staffing of the DuPage Air Traffic Control Tower from 10:00 PM to 6:00 AM for the period of October 1, 2019 through September 30, 2020. Total authorized cost of \$633,282.73 for FY 2020.
Finance **TAB #12** **PAGE #74**

- i. **Proposed Resolution 2019-2293; Award of Contract to Anthony Roofing Tecta America, LLC for the Hangar E1 Re-Roof Project.**
Approves roof and insulation replacement at Hangar E1. Total authorized construction cost not-to-exceed \$165,772.95.
Capital Development **TAB # 13** **PAGE #82**
- j. **Proposed Resolution 2019-2294; Authorizing Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Project Known as: Upgrade Airport Perimeter Fencing Phase II Per 2008 Wildlife Hazard Assessment.**
Approves a change order in the amount of \$25,987.06 for additional design elements, increasing the original not-to-exceed cost of \$56,518.32 to \$82,505.38.
Capital Development **TAB #14** **PAGE #86**
- k. **Proposed Resolution 2019-2295; Authorizing Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Project Known as: Upgrade Airport Perimeter Fencing Phase III Per 2008 Wildlife Hazard Assessment.**
Approves a change order in the amount of \$17,939.79 for additional design elements, increasing the original not-to-exceed cost of \$40,718.24 to \$58,658.03.
Capital Development **TAB #15** **PAGE #90**
- l. **Proposed Resolution 2019-2297; Authorizing the Execution of a Hangar and Office Lease Agreement with Exelon Business Services Company, LLC.**
Approves a hangar and office lease agreement with Exelon Business Services Company for a two-year term commencing February 1, 2020 to January 31, 2022. The total lease revenue for this two-year term is \$581,416.
Capital Development **TAB #16** **PAGE #94**
- m. **Proposed Resolution 2019-2298; Ratifying the Execution by the Executive Director of GSA Lease Amendment No. 2 to GS-05B-18903 with the Government of the United States of America.**
Ratifies the action of the Executive Director to execute a lease with the Government of the United States of America to continue leasing hangar and office space for a total of three (3) years firm. Total lease payments over the term will be \$141,847.
Capital Development **TAB #17** **PAGE #97**
- n. **Proposed Resolution 2019-2299; Approving the Execution of a Mass Grading Site Access Agreement between the DuPage Airport Authority and Seefried Industrial Properties, Inc.**
Approves an agreement to allow Seefried Industrial Properties, Inc. to perform preliminary mass grading on a 39.2-acre parcel which it has a purchase agreement with the DuPage Airport Authority in the DuPage Business Center.
Capital Development **TAB #18** **PAGE #100**
- o. **Proposed Resolution 2019-2300; Approving the Final Development Plan of Seefried Industrial Properties, Inc.**
Approves a Final Development Plan for a 145,000 square foot distribution / office building on a 39.2-acre parcel in the DuPage Business Center.
Capital Development **TAB #19** **PAGE #101**
- p. **Discussion of Union Pacific Railroad Spur Request.**

10. 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; AND THE SETTING OF A PRICE FOR SALE OR LEASE OF PROPERTY OWNED BY THE DUPAGE AIRPORT AUTHORITY.
11. RECONVENE REGULAR SESSION
12. OTHER BUSINESS
13. ADJOURNMENT

**DuPAGE AIRPORT AUTHORITY
BOARD MEETING
Thursday, June 13, 2019**

The Regular Meeting of the Board of Commissioners of the DuPage Airport Authority convened at the Daniel L. Goodwin Flight Center Building, 2700 International Drive, West Chicago, Illinois, First Floor Conference Room; Thursday, June 13, 2019. Chairman Davis called the meeting to order at 3:00 p.m. and a quorum was present for the meeting.

Commissioners Present: Chavez, Davis, Donnelly, Getz, LaMantia, Ledonne, Posch, Wagner, Sharp.

Commissioners Absent: NONE

DuPage Airport Authority Staff Present: David Bird, Executive Director; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance and Prairie Landing Golf Club; Dan Barna, Operations and Capital Programs Manager; Brian DeCoudres, General Manager of DuPage Flight Center; Pamela Miller, Executive Assistant and Board Liaison.

Others in Attendance: Phil Luetkehans, Schirott, Luetkehans and Garner; Michael Vonic, CH2M-Jacobs; Russell Danwin, DuPage Airport Tennant; John Whitehead, NAI Hiffman; Jim Savio, Sikich; Dan Pape, Crawford, Murphy and Tilly; Pat Brady, Next Generation Public Affairs.

Members of the Press:

None

PUBLIC COMMENT

Russ Danwin, DuPage Airport Tennant, made the following comments.

Captain Danwin advised he was recently chosen by the Aircraft Owners and Pilots Association (AOPA) to represent general aviation and corporate pilots. Captain Danwin also stated that Clow Airport recently sponsored an interesting corporate event called the Cavalcade of Aviation. He suggested the DuPage Airport consider sponsoring a similar event to promote good community relations. Discussion followed.

APPROVAL OF MINUTES

Chairman Davis asked for additions or corrections to the minutes of the March 20, 2019 Regular Board Meeting and there were none. Commissioner Sharp made a **MOTION** to approve the minutes of the March 20, 2019 Regular Board Meeting and Commissioner Chavez **seconded the motion**. The motion was passed unanimously by roll call vote (8-0). Commissioner LaMantia was not present for the vote.

Chairman Davis asked for additions or corrections to the minutes of the April 26, 2019 Special Board Meeting and there were none. Commissioner Sharp made a **MOTION** to approve the minutes of the April 26, 2019 Special Board Meeting and Commissioner Chavez **seconded the motion**. The motion was passed by roll call vote (8-0). Commissioner LaMantia was not present for the vote.

Chairman Davis asked for additions or corrections to the minutes of the May 31, 2019 Special Board Meeting and there were none. Commissioner Sharp made a **MOTION** to approve the minutes of the May 31, 2019 Special Board Meeting and Commissioner Chavez **seconded the motion**. The motion was passed by roll call vote (8-0). Commissioner LaMantia was not present for the vote.

Chairman Davis asked for additions or corrections to the minutes of the May 31, 2019 Executive Search Committee Meeting and there were none. Commissioner Sharp made a **MOTION** to approve the minutes of the May 31, 2019 Executive Search Committee Meeting and Commissioner Ledonne **seconded the**

motion. The motion was passed by roll call vote (8-0). Commissioner LaMantia was not present for the vote.

Chairman Davis asked for additions or corrections to the minutes of the March 20, 2019 Capital Development, Leasing and Customer Fees Committee Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes of the March 30, 2019 Capital Development, Leasing and Customer Fees Committee Meeting and Commissioner Sharp **seconded the motion**. The motion was passed by roll call vote (8-0). Commissioner LaMantia was not present for the vote.

Chairman Davis asked for additions or corrections to the minutes of the March 20, 2019 Finance, Budget and Audit Committee Meeting and there were none. Commissioner Ledonne made a **MOTION** to approve the minutes of the March 20, 2019 Finance, Budget and Audit Committee Meeting and Commissioner Chavez **seconded the motion**. The motion was passed by roll call vote (8-0). Commissioner LaMantia was not present for the vote.

Chairman Davis asked for additions or corrections to the minutes of the March 20, 2019 Golf Committee Meeting and there were none. Commissioner Donnelly made a **MOTION** to approve the minutes of the March 20, 2019 Golf Committee Meeting and Commissioner Ledonne **seconded the motion**. The motion was passed by roll call vote (8-0). Commissioner LaMantia was not present for the vote.

DIRECTOR'S REPORT

Executive Director Bird discussed the monthly operating statistics for April and May:

For April, Jet A fuel sales were significantly decreased at 12.6%; May fuel sales were decreased 18.9%. Discussion followed regarding the trends nationwide for Business Aviation and how Business Aviation tends to be slowing down. Discussion continued regarding the comparison of operations numbers versus fuel sales.

Executive Director Bird invited Patrick Brady of Next Generation Public Affairs to report on activities during this year's Legislative Session. Mr. Brady provides lobbyist services for the DuPage Airport Authority. He advised there was a great amount of activity during this year's legislative session, January through March, and the Governor was successful with all his requests. He reviewed the three main items of interest for the Airport Authority:

1/ Legislation was introduced to provide notices to the Airport Authority when airport tenants are delinquent on their property tax payments; this legislation is now on the Governor's desk for signing and will be effective January 1, 2020. Notices will be issued by the DuPage County Treasurer's Office to DuPage Airport Authority when the tenant is 60 days delinquent for payment of property taxes and the Illinois State's Attorney has authority to seek payment from the tenants. This legislation is limited to the DuPage Airport only.

2/ Legislation for a fuel tax increase was passed; this will have no real impact for DuPage Airport.

3/ Legislation for \$45 billion in capital improvement projects, funded by a \$.19 motor fuel tax, was passed. Much of this funding has not yet been earmarked and the Airport Authority should consider plans to secure a portion of this funding for the Airport.

Discussion followed briefly and Mr. Brady expressed his best wishes to Executive Director Bird upon his retirement.

Executive Director Bird asked Dan Barna to provide a status report regarding construction projects ongoing at the Airport and discussion followed.

REVIEW OF FINANCIAL STATEMENTS

Executive Director Bird asked Patrick Hoard to provide a review of the May 2019 Financial Statements and discussion followed.

REPORT OF COMMITTEES

Finance, Budget and Audit Committee:

Commissioner Ledonne advised the Finance Committee met prior to the Board Meeting and the items appearing on the Agenda were discussed and favorably recommended for Board approval. He continued that later in the Board Meeting a presentation would be made by Sikich for the Annual Audit.

Capital Development, Leasing and Customer Fees:

Commissioner Wagner stated that items appearing on the Agenda were reviewed and discussed by the Committee and favorably recommended for Board approval.

Internal Policy and Compliance Committee:

Commissioner LaMantia stated the Policy Committee did not meet and no report was given.

Golf Committee:

Commissioner Donnelly stated that the Golf Committee met this afternoon prior to the Board meeting. He advised that due to inclement weather during May there were only 16 playable golf days. He also advised the new bar addition construction project is anticipated to be completed by the last week in August and plans are being considered for a Grand Opening.

DuPage Business Center:

John Whitehead, NAI Hiffman, discussed current activities at the Business Center and reviewed the progress to date. He advised everything continues to move along with closings occurring with Scannell and Midwest Industrial Funds. A Groundbreaking for Midwest Industrial will be held on Wednesday, July 19, 2019 at 10 am at the DuPage Business Center. He invited commissioners' attendance. Discussion followed.

OLD BUSINESS

Proposed Resolution 2019-2262; Approving the Execution of a Vacant Land Purchase Agreement with Seefried Industrial Properties, Inc.

Authorizes the execution of the sale of approximately 23.75 acres in the DuPage Business Center to Seefried Industrial Properties, Inc. for a price of \$4.00 per square foot.

Executive Director Bird read into the record Proposed Resolution 2019-2262. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2019-2262; Approving the Execution of a Vacant Land Purchase Agreement with Seefried Industrial Properties, Inc. The **motion was seconded** by Commissioner Ledonne and there was no further discussion. The motion was unanimously passed by roll call vote (9-0).

NEW BUSINESS

Proposed Resolution 2019-2264; Ratification of the Executive Director's Execution of a Change Order to Service Order No. 3 with Wight & Company for Professional Consulting Services Associated with Construction Plans for the Prairie Landing Clubhouse Bar Addition.

Ratifies the Executive Director's execution of a Change Order in the amount of \$11,950 for additional design and quality control testing services.

Executive Director Bird read into the record Proposed Resolution 2019-2264. A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2019-2264; Ratification of the Executive Director's Execution of a Change Order to Service Order No. 3 with Wight & Company for Professional Consulting Services Associated with Construction Plans for the Prairie Landing Clubhouse Bar Addition. The **motion was seconded** by Commissioner Donnelly and there was no further discussion. The motion was passed by roll call vote (8-0). Commissioner Wagner abstained.

Proposed Resolution 2019-2265; Award of Contract to Interiors for Business, Inc. for the Procurement of Furniture for the Prairie Landing Golf Club Bar Addition.

Approves the procurement of dining room tables, chairs, barstools, and patio furniture for a total cost of \$37,017.24 F.O.B. Prairie Landing Golf Club.

Executive Director Bird read into the record Proposed Resolution 2019-2265. A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2019-2265; Award of Contract to interiors for Business, Inc. for the Procurement of Furniture for the Prairie Landing Golf Club Bar Addition. The **motion was seconded** by Commissioner Donnelly and there was no further discussion. The motion was unanimously passed by roll call vote (9-0).

Proposed Resolution 2019-2266; Award of Contract to Harris Golf Cars for the Procurement of One (1) Beverage Cart for the Prairie Landing Golf Club.

Approves the procurement of one (1) Yamaha UMAX Bistro Fairway Beverage Cart for a total cost of \$15,863 F.O.B. Prairie Landing Golf Club.

Executive Director Bird read into the record Proposed Resolution 2019-2266. A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2019-2266; Award of Contract to Harris Golf Cars for the Procurement of One (1) Beverage Cart for the Prairie Landing Golf Club. The **motion was seconded** by Commissioner Posch and there was no further discussion. The motion was passed by roll call vote (9-0).

Presentation and Review of the Annual Financial Audit.

Patrick Hoard asked Jim Savio of Sikich LLP to present the 2018 Comprehensive Annual Financial Report (CAFR). Mr. Savio thanked Executive Director Bird, Patrick Hoard, Robb Walker and Airport Authority Staff for assistance during this 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 to the Airport for the audit process. Discussion followed

Proposed Resolution 2019-2267; Award of Contract to M-B Companies, Inc. for Procurement of One (1) Runway Plow/Broom Combo Unit.

Approves the procurement of one (1) MB2 Heavy Duty Plow Chassis, P5000 Reversible Plow with 4600 Cradling Broom – Runway Plow/Broom Combo Unit for a total cost of \$698,620 F.O.B. DuPage Airport.

Executive Director Bird read into the record Proposed Resolution 2019-2267. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2019-2267; Award of Contract to M-B Companies, Inc. for Procurement of One (1) Runway Plow/Broom Combo Unit. The **motion was seconded** by Commissioner Sharp and there was no further discussion. The motion was passed unanimously by roll call vote (9-0).

Proposed Resolution 2019-2268; Award of Contract to Northern Illinois Fence Inc. for the Replacement of Three (3) Electric Gate Operators.

Approves the installation of three (3) Hy-Security Slide Driver Electric Gate Operators and related loop detectors. Total authorized construction not-to-exceed \$51,504.20, which includes a 10% owner's contingency.

Executive Director Bird read into the record Proposed Resolution 2019-2268. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2019-2268; Award of Contract to Northern Illinois Fence Inc. for the Replacement of Three (3) Electric Gate Operators. The **motion was seconded** by Commissioner Sharp and there was no further discussion. The motion was passed unanimously by roll call vote (9-0).

Proposed Resolution 2019-2269; Award of Contract to American Painting Inc. for South High Tail Hangar Painting.

Approves exterior precast concrete panel painting at the South High Tail Hangar. Total authorized construction not-to-exceed \$37,895, which includes a 10% owner's contingency.

Executive Director Bird read into the record Proposed Resolution 2019-2269. A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2019-2269; Award of Contract to American Painting Inc. for South High Tail Hangar Painting. The **motion was seconded** by Commissioner Ledonne and there was no further discussion. The motion was passed unanimously by roll call vote (9-0).

Proposed Resolution 2019-2270; Authorizing the Execution of Design Phase Task Order No. 26 with CH2M for the Project: Access Control System Upgrades.

Approves a Task Order not-to-exceed \$35,965.20 for design plans and specifications to replace existing access control system components.

Executive Director Bird read into the record Proposed Resolution 2019-2270. A **MOTION** was made by Commissioner Posch to approve Proposed Resolution 2019-2270; Authorizing the Execution of Design Phase Task Order No. 26 with CH2M for the Project: Access Control System Upgrades. The **motion was seconded** by Commissioner Getz and there was no further discussion. The motion was passed unanimously by roll call vote (9-0).

Proposed Resolution 2019-2271; Authorizing the Execution of Service Order No. 7 with Wight & Company for Professional Consulting Services Associated with Construction Plans for HVAC Replacements at Various Facilities.

Approves a Service Order for a fixed fee of \$24,100 plus reimbursables for design and construction phase services related to HVAC replacements at the Flight Center, Control Tower, Government Center, Old Administration Building, High Tail Hangar, and ARFF Station.

Executive Director Bird read into the record Proposed Resolution 2019-2271. A **MOTION** was made by Commissioner Sharp to approve Proposed Resolution 2019-2271; Authorizing the Execution of Service Order No. 7 with Wight & Company for Professional Consulting Services Associated with Construction Plans for HVAC Replacements at Various Facilities. The **motion was seconded** by Commissioner Getz and there was no further discussion. The motion was passed by roll call vote (8-0). Commissioner Wagner abstained.

Proposed Resolution 2019-2272; Authorizing Change Order No. 2 to the Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update.

Approves Change Order No. 2 in the amount of \$15,000 for additional land development layouts for properties studied in the Master Plan Update. Current Professional Services Agreement Fee increased from \$722,440 to \$737,400.

Executive Director Bird read into the record Proposed Resolution 2019-2272. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2019-2272; Authorizing Change Order No. 2 to the Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update. The **motion was seconded** by

Commissioner Posch and there was no further discussion. The motion was passed unanimously by roll call vote (9-0).

Proposed Resolution 2019-2273; Ratifying the Execution of a Fifth Amendment to Vacant Land Purchase Agreement with Midwest Industrial Funds, Inc.

Amends the Vacant Land Sales Agreement with Midwest Industrial Funds, Inc. to provide an option to Midwest Industrial Funds, Inc. for 11.064 acres at a price of \$3.65 per square foot.

Executive Director Bird read into the record Proposed Resolution 2019-2273. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2019-2273; Ratifying the Execution of a Fifth Amendment to Vacant Land Purchase Agreement with Midwest Industrial Funds, Inc. The **motion was seconded** by Commissioner Donnelly and there was no further discussion. The motion was passed unanimously by roll call vote (9-0).

Proposed Resolution 2019-2274; Ratifying the Execution of a Second Amendment to Vacant Land Purchase Agreement with Scannell Properties.

Amends the Vacant Land Sales Agreement with Scannell Properties, Inc. to provide an option to Scannell Properties, Inc. for 18.30 acres at a price of \$3.85 per square foot.

Executive Director Bird read into the record Proposed Resolution 2019-2274. A **MOTION** was made by Commissioner Posch to approve Proposed Resolution 2019-2274; Ratifying the Execution of a Second Amendment to Vacant Land Purchase Agreement with Scannell Properties. The **motion was seconded** by Commissioner Chavez and there was no further discussion. The motion was unanimously passed by roll call vote (9-0).

Attorney Luetkehans advised that prior to the next Regular Board Meeting it will be necessary for the Executive Director to execute a temporary construction easement agreement for a development at the DuPage Business Center for Seefried Industrial Properties, Inc. He reviewed the scope of the agreement and asked if the Board would be comfortable with this action by the Executive Director prior to the next meeting. A resolution to ratify this action will be brought to the Board at the next meeting; all Commissioners were agreeable with this recommendation.

Proposed Resolution 2019-2275; Approving the Execution by the DuPage Airport Authority Board of an Account Resolutions Certificate for Treasury Management with Fifth Third Bank.

Designates Fifth Third Bank as an authorized depository for the DuPage Airport Authority. Also, resolves that the DuPage Airport Authority and specified persons are authorized to conduct various banking transactions with Fifth Third Bank.

Executive Director Bird read into the record Proposed Resolution 2019-2275. A **MOTION** was made by Commissioner Donnelly to approve Proposed Resolution 2019-2275; Approving the Execution by the DuPage Airport Authority Board of an Account Resolutions Certificate for Treasury Management with Fifth Third Bank. The **motion was seconded** by Commissioner Sharp and there was no further discussion. The motion was passed by roll call vote (9-0).

Appointment of an Assistant Secretary for the DuPage Airport Authority Board of Commissioners.

Attorney Luetkehans advised that the current Assistant Secretary Mark Doles tendered his resignation from this position effective June 30, 2019 to assume the duties of Interim Executive Director. Attorney Luetkehans continued that Dan Barna is recommended for appointment as Assistant Secretary for the DuPage Airport Authority Board of Commissioners effective July 1, 2019.

A **MOTION** was made by Commissioner Ledonne to approve the Appointment of Dan Barna as Assistant Secretary for the DuPage Airport Authority Board effective July 1, 2019. The **motion was seconded** by Commissioner Donnelly. The motion was unanimously passed by roll call vote (9-0).

Proposed Resolution 2019-2263; Commemorating the Services of Mr. David Bird as Executive Director of the DuPage Airport Authority.

Chairman Davis read into the record the proposed resolution honoring Executive Director David Bird upon his retirement. A **MOTION** was made by Commissioner Wagner to approve Proposed Resolution 2019-2263; Commemorating the Services of Mr. David Bird as Executive Director of the DuPage Airport Authority. The **motion was seconded** by Commissioner LaMantia and was passed unanimously by roll call vote (9-0).

RECESS TO EXECUTIVE SESSION

None

OTHER BUSINESS

None

A **MOTION** was made by Commissioner Sharp to adjourn the Regular Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Chavez and was passed unanimously by voice vote; the meeting was adjourned at 4:15 p.m.

Stephen L. Davis, Chairman

(ATTEST)

Donald C. Sharp, Secretary

**DuPAGE AIRPORT AUTHORITY
SPECIAL BOARD MEETING
Tuesday, July 30, 2019**

A Special Meeting of the Board of Commissioners of the DuPage Airport Authority convened at the Daniel L. Goodwin Flight Center Building, 2700 International Drive, West Chicago, Illinois, Third Floor Conference Room; Tuesday, July 30, 2019. Chairman Davis called the meeting to order at 8:00 a.m. and a quorum was present for the meeting. Commissioners Wagner arrived at 8:10 a.m.

Commissioners Present: Chavez, Davis, Donnelly, Getz, LaMantia, Ledonne, Posch, Wagner
Commissioners Absent: Sharp

DuPage Airport Authority Staff Present: Mark Doles, Interim Executive Director; Patrick Hoard, Director of Finance and Prairie Landing Golf Club; Dan Barna, Operations and Capital Program Manager, Pamela Miller, Executive Assistant and Board Liaison.

Others in Attendance: Phil Luetkehans, Schirott, Luetkehans and Garner; Anthony Lewandowski, CH2M; Mark Moran, NAI Hiffman.

Members of the Press:
None

PUBLIC COMMENT
None

NEW BUSINESS

Proposed Resolution 2019-2276; Approving the Execution of a Vacant Land Purchase Agreement with Seefried Industrial Properties, Inc.

Authorizes the entry of an agreement to sell 39.19 acres on Discovery Drive in the DuPage Business Center to Seefried Industrial Properties, Inc. for 4.00 per square foot.

Interim Executive Director Mark Doles read into the record Proposed Resolution 2019-2276. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2019-2276; Approving the Execution of a Vacant Land Purchase Agreement with Seefried Industrial Properties, Inc. The **motion was seconded** by Commissioner LaMantia. Attorney Luetkehans explained that Seefried is seeking to enter into a new Purchase Agreement for a larger site, 39 plus acres known as the Gun Range property and this property has a pond on site that will need to be filled. He stated that Seefried Properties is offering two options for consideration to pay for filling the pond. Attorney Luetkehans and staff recommended accepting the option to issue a credit of \$709,170 from the original purchase price. He stated there were no other changes needed to the original agreement approved on June 13 with the exception of the additional costs to fill the pond and the reference to the different parcel of land to be purchased. Discussion followed. Commissioner Ledonne made a **motion to amend** the previous motion to include the cost figure of \$709,170 into the 4th "Whereas" Clause of the Resolution. Commissioner LaMantia seconded the motion to amend. The **motion, as amended, was passed** by roll call vote (7-0). Commissioner Wagner was not present for the vote.

Proposed Resolution 2019-2277; Ratifying the Execution of a Temporary Site Access Easement Agreement between the DuPage Airport Authority and Seefried Industrial Properties, Inc.

Ratifies the Executive Director's execution of a site access agreement allowing Seefried Industrial Properties, Inc. to take measurements and soil borings on a 39.19-acre property on Discovery Drive in the DuPage Business Center.

Interim Executive Director Doles read into the record Proposed Resolution 2019-2277. A **MOTION** was made by Commissioner Getz to approve Proposed Resolution 2019-2277; Ratifying the Execution of a Temporary Site Access Easement Agreement between the DuPage Airport Authority and Seefried Industrial Properties, Inc. The **motion was seconded** by Commissioner Chavez. Attorney Luetkehans explained the need for the Executive Director to authorize this temporary site access easement agreement for Seefried. In order to obtain an accurate estimate for the cost to fill in the pond at the Gun Range property, access was needed for soil borings and testing. He continued that, as discussed at the June Board Meeting, due to timing issues, it was necessary for this agreement to be executed prior to obtaining Board approval. Staff is seeking ratification of the Executive Director's execution of this agreement on June 23, 2019. There was no further discussion. The **motion was passed** by roll call vote (7-0). Commissioner Wagner was not present for the vote.

Proposed Resolution 2019-2278; Approving the Execution of a First Amendment to Vacant Land Purchase Agreement with Innovation Partners, LLC.

Extends the Inspection Period under the Vacant Land Purchase Agreement with Innovation Partners, LLC. until August 30, 2019.

Interim Executive Director Doles read into the record Proposed Resolution 2019-2278. A **MOTION** was made by Commissioner LaMantia to approve Proposed Resolution 2019-2278; Approving the Execution of a First Amendment to Vacant Land Purchase Agreement with Innovation Partners, LLC. The **motion was seconded** by Commissioner Chavez. Discussion followed briefly regarding the need for Innovation Partners to request an extension of their inspection period and Board approval was recommended. The **motion was passed** by roll call vote (8-0).

Proposed Resolution 2019-2279; Authorization to Execute Task Order No. 25 with CH2M for Professional Design Services for DuPage Airport Customs and Border Protection Expansion.

Authorizes Task Order No. 25 with CH2M in the not-to-exceed amount of \$149,629.29 to deliver construction documents for expansion of Customs and Border Protection Facilities in the DuPage Flight Center.

Interim Executive Director Doles read into the record Proposed Resolution 2019-2279. A **MOTION** was made by Commissioner Ledonne to approve Proposed Resolution 2019-2279; Authorization to Execute Task Order No. 25 with CH2M for Professional Design Services for DuPage Airport Customs and Border Protection Expansion. The **motion was seconded** by Commissioner Posch. Interim Executive Director Doles reviewed the proposed facility and the need for these expanded facilities to meet the US Customs and Board Protection Minimum Standards. He advised that DuPage has 220 to 250 international flights that clear Customs each year as well as foreign aircraft coming into DuPage doing business in Chicago. He reviewed the amount of fuel sold as a result of these operations and added it would have a tremendous impact on the Airport not to have US Customs at DuPage. Discussion continued and staff recommended Board approval. The **motion was 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 setting of a price for sale or lease of property owned by the DuPage Airport Authority. The **motion was seconded** by Commissioner Donnelly and was passed unanimously by roll call vote (8-0). The Special Meeting was recessed to Executive Session at 8:24 a.m. and was reconvened at 8:35 a.m. Upon roll call, a quorum was present for the remainder of the Special Board Meeting.

OTHER BUSINESS

There was discussion relating to scheduling Board and Committee meetings for early morning rather than afternoon as is currently set forth in the yearly meeting calendar. This concept will be further discussed during preparation of the 2020 Board Meeting Calendar which will be presented for approval at the November Board Meeting.

Interim Executive Director Doles reminded the Board of the *Annual Back to School Celebration* for students and families from surrounding communities to visit DuPage Airport. This event will take place on August 8; 10:00 a.m. to 2 p.m.

A **MOTION** was made by Commissioner Ledonne to adjourn the Special Meeting of the DuPage Airport Authority Board of Commissioners. The motion was seconded by Commissioner Wagner and **was passed** unanimously by voice vote; the meeting was adjourned at 8:45 a.m.

Stephen L. Davis, Chairman

(ATTEST)

Donald C. Sharp, Secretary

**DuPAGE AIRPORT AUTHORITY
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE
THURSDAY, JUNE 13, 2019**

The 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, First Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Thursday, June 13, 2019. Committee Chairman Wagner called the meeting to order at 2:30 p.m. There was a quorum present for the meeting.

Commissioners Present: Chavez, Getz, Ledonne, Posch, Sharp, Wagner.

Absent: NONE

DAA Staff Present: Executive Director David Bird; Mark Doles, Director of Aviation Facilities & Properties; Patrick Hoard, Director of Finance and Prairie Landing Golf Club; Dan Barna, Operations and Capital Program Manager; Pamela Miller, Executive Assistant and Board Liaison.

Others: Phil Luetkehans, Schirott, Luetkehans and Garner; Michael Vonic, CH2M Jacobs.

Press: None

CAPITAL DEVELOPMENT
NEW BUSINESS

Proposed Resolution 2019-2268; Award of Contract to Northern Illinois Fence Inc. for the Replacement of Three (3) Electric Gate Operators.

Approves the installation of three (3) Hy-Security Slide Driver Electric Gate Operators and related loop detectors. Total authorized construction not-to-exceed \$51,505.20, which includes a 10% owner's contingency.

Executive Director Bird read into the record Proposed Resolution 2019-2268. A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2019-2268; Award of Contract to Northern Illinois Fence Inc. for the Replacement of Three (3) Electric Gate Operators. The **motion was seconded** by Commissioner Getz. Dan Barna explained that due to age, wear and unreliability, gate operators need to be replaced at various locations landside and airside. He explained the scope of work for this project and advised two bids were received; Northern Illinois Fence Inc. is recommended to receive this contract award. Discussion followed. The **motion was passed** by roll call vote (6-0).

Proposed Resolution 2019-2269; Award of Contract to American Painting Inc. for South High Tail Hangar Painting.

Approves exterior precast concrete panel painting at the South High Tail Hangar. Total authorized construction not-to-exceed \$37,895, which includes a 10% owner's contingency.

Executive Director Bird read into the record Proposed Resolution 2019-2269. A **MOTION** was made by Commissioner Chavez to recommend Board approval of Proposed Resolution 2019-2269; Award of Contract to American Painting Inc. for South High Tail Hangar Painting. The **motion was seconded** by Commissioner Ledonne. Mr. Barna reviewed the scope of work needed for this project and advised four (4) bids were received; American Painting Inc. was determined to be the low, responsive and responsible bidder. Discussion followed and staff recommended approval. The **motion was passed** by roll call vote (6-0).

Proposed Resolution 2019-2270; Authorizing the Execution of Design Phase Task Order No. 26 with CH2M for the Project Access Control System Upgrades.

Approves a Task Order not-to-exceed \$35,965.20 for design plans and specifications to replace existing access control system components.

Executive Director Bird read into the record Proposed Resolution 2019-2270. A **MOTION** was made by Commissioner Posch to recommend Board approval of Proposed Resolution 2019-2270; Authorizing the Execution of Design Phase Task Order No. 26 with CH2M for the Project Access Control System Upgrades. The **motion was seconded** by Commissioner Sharp. Mr. Barna reviewed the need to replace existing access control system components and software which is more than ten years old. He reviewed the scope of work for this project and advised this task order with CH2M is for the design portion of the project. He reviewed costs associated with this phase of the project and discussion followed. Staff recommended approval. The **motion was passed** by roll call vote (6-0).

Proposed Resolution 2019-2271; Authorizing the Execution of Service Order No. 7 with Wight & Company for Professional Consulting Services Associated with Construction Plans for HVAC Replacements at Various Facilities.

Approves a Service Order for a fixed fee of \$24,100 plus reimbursables for design and construction phase services related to HVAC replacements at the Flight Center, Control Tower, Government Center, Old Administration Building, High Tail Hangar, and ARFF Station.

Executive Director Bird read into the record Proposed Resolution 2019-2271. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2019-2271; Authorizing the Execution of Service Order No. 7 with Wight & Company for Professional Consulting Services Associated with Construction Plans for HVAC Replacements at Various Facilities. The **motion was seconded** by Commissioner Sharp. Mr. Barna explained that this task order with Wight & Company will allow surveying the existing conditions and developing plans and specifications, as well as construction observation for the project. He reviewed locations for this project, budget and associated costs. Staff recommended approval. The **motion was passed** by roll call vote (5-0). Commissioner Wagner abstained.

Proposed Resolution 2019-2272; Authorizing Change Order No. 2 to the Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update.

Approves Change Order No. 2 in the amount of \$15,000 for additional land development layouts for properties studied in the Master Plan Update. Current Professional Services Agreement Fee increased from \$722,440 to \$737,400.

Executive Director Bird read into the record Proposed Resolution 2019-2272. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2019-2272; Authorizing Change Order No. 2 to the Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the DuPage Airport Authority Master Plan Update and Airport Layout Plan GIS/EALP Update. The **motion was seconded** by Commissioner Sharp. Mr. Barna reviewed the Change Orders to the Professional Services Agreement with Crawford, Murphy & Tilly for the Master Plan Update: Change Order #1 includes conducting additional land use analysis for Prairie Landing Golf Course and North Avenue land parcels as was requested by the Board; Change Order #2 allows for developing detailed conceptual land use plans for Prairie Landing Golf Course, Pheasant Run and North Avenue parcels. Mr. Barna continued to review the project costs and discussion followed. Staff recommended approval. The **motion was passed** by roll call vote (6-0).

RECESS TO EXECUTIVE SESSION

There was no Executive Session.

OTHER BUSINESS

None

Commissioner Ledonne made a **MOTION** to adjourn the Capital Development, Leasing and Customer Fees Committee Meeting; the **motion was seconded** by Commissioner Sharp and was passed by unanimous roll call vote (6-0). The committee meeting was adjourned at 2:41 p.m.

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

**DuPAGE AIRPORT AUTHORITY
FINANCE, BUDGET AND AUDIT COMMITTEE
THURSDAY, JUNE 13, 2019**

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, First Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Thursday, June 13, 2019. Committee Chairman Ledonne called the Meeting to order at 2:00 p.m. and a quorum was present for the meeting.

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

Commissioners Absent: None

DuPage Airport Authority Staff Present:

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

Others:

None

OLD BUSINESS

None

NEW BUSINESS

REVIEW OF FINANCIAL STATEMENTS

Patrick Hoard summarized the financial statements for May 2019 and advised that all three Airport Authority businesses are on budget. Discussion also occurred regarding the significant decrease in the property tax rate of assessment for open space at Prairie Landing Golf Course.

PRESENTATION AND REVIEW OF THE ANNUAL FINANCIAL AUDIT

Jim Savio of the firm Sikich, reported on the Comprehensive Annual Financial report (CAFR) for Fiscal Year 2018. He 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. Discussion followed.

Proposed Resolution 2019-2267; Award of Contract to M-B Companies, Inc. for Procurement of One (1) Runway Plow/Broom Combo Unit.

Approves the procurement of one (1) MB2 Heavy Duty Plow Cassis, P500 Reversible Plow with 4600 Cradling Broom – Runway Plow/Broom Combo Unit for a total cost of \$698,620 F.O.B. DuPage Airport. Executive Director Bird read into the record Proposed Resolution 2019-2267. A **MOTION** was made by Commissioner Posch to recommend Board approval of Proposed Resolution 2019-2267; Award of Contract to M-B Companies, Inc. for Procurement of One (1) Runway Plow/Broom Combo Unit. The **motion was seconded** by Commissioner Sharp. Dan Barna stated the Airport currently has two runway plow/broom combo units and desires to purchase a new unit to replace a 1999 runway broom that has become obsolete. He reviewed the budget for procurement of this unit and advised two bids were received; M-B Companies, Inc. was the low, responsive, responsible bidder. He advised the lowest bid submitted by M-B Companies is approximately \$28,000 over the amount budgeted for this purchase and

unused contingency funds will be available in the budget to make up this difference. Discussion followed. The **motion was passed** by roll call vote (5-0).

OTHER BUSINESS

Mr. Hoard discussed the Fifth Third Bank Resolution which appears on the Board Meeting agenda for action. He advised this relates to changes in signatories and the merging of MB Financial with Fifth Third Bank. Mr. Hoard stated that Attorney Luetkehans called attention to a statement in the 2nd paragraph stating that the bank's rules and regulations may change from time to time and the Airport Authority will either be obligated to adapt to Fifth Third Bank's changes or withdraw and find another bank. This will be discussed in further detail at the full Board Meeting to follow.

Committee Chairman Ledonne called the Committee's attention to the final resolution shown on the Board Meeting Agenda commemorating Executive Director Bird's service with the Airport Authority. Committee Chairman Ledonne read this resolution aloud for the Committee. On behalf of the Finance Committee, he expressed his appreciation to Executive Director Bird for his many years of service.

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 2:22 p.m.

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

**DuPAGE AIRPORT AUTHORITY
GOLF COMMITTEE
Thursday, June 13, 2019**

The Golf Committee Meeting was convened at the Daniel L. Goodwin Flight Center Building, First Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Thursday, June 13, 2019. Committee Chairman Donnelly called the meeting to order at 1:30 p.m. and a quorum was present for the meeting.

Commissioners Present: Donnelly, Getz, Ledonne

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; Dan Barna, Operations and Capital Programs Manager; Pamela Miller, Executive Assistant and Board Liaison.

Others in Attendance:

Michael Vonic, CH2M-Jacobs

NEW BUSINESS

Director's Report.

Patrick Hoard summarized the May financials for Prairie Landing Golf Club. He stated that due to inclement weather conditions there were only 16 playable golf days for the month of May; rounds year-to-date versus last year for this period were basically flat. Discussion followed. Mr. Hoard reported that DuPage County changed the property tax rate charged for open space which significantly reduced property taxes for Prairie Landing. Discussion continued regarding this rate change. He also reviewed the status of ongoing projects at the golf course; sink hole repair, construction of the bar addition and planning efforts for a grand opening when completed.

Proposed Resolution 2019-2264; Ratifying the Executive Director's Execution of a Change Order to Service Order No. 3 with Wight & Company for Professional Consulting Services Associated with Construction Plans for the Prairie Landing Golf Club Bar Addition.

Ratifies the Executive Director's execution of a Change Order in the amount of \$11,950 for additional design and quality control testing services.

Executive Director Bird read into the record Proposed Resolution 2019-2264. A **MOTION** was made by Commissioner Ledonne to recommend Board approval of Proposed Resolution 2019-2264; Ratifying the Executive Director's Execution of a Change Order to Service Order No. 3 with Wight & Company for Professional Consulting Services Associated with Construction Plans for the Prairie Landing Golf Club Bar Addition. The **motion was seconded** by Commissioner Getz. Dan Barna advised previously the Board authorized the Executive Director to execute Service Order No. 3 with Wight & Company for design construction of the Bar Addition. He continued that at the March meeting the Board approved an extension to the original plan for the Bar Addition which resulted in more fees than were authorized in Service Order No. 3. Mr. Barna reviewed the scope of work and the additional costs. Due to the timing of scheduled Board Meetings, the Executive Director executed this change order to allow construction to continue on schedule; staff is asking for ratification of this action. Discussion followed and the **motion was passed** by roll call vote (3-0).

Proposed Resolution 2019-2265; Award of Contract to Interiors for Business, Inc. for the Procurement of Furniture for the Prairie Landing Golf Club Bar Addition.

Approves the procurement of dining room tables, chairs, barstools, and patio furniture for a total cost of \$37,017.24 F.O.B. Prairie Landing Golf Club.

Executive Director Bird read into the record Proposed Resolution 2019-2265.

A **MOTION** was made by Commissioner Getz to recommend Board approval of Proposed Resolution 2019-2265; Award of Contract to Interiors for Business, Inc. for the Procurement of Furniture for the Prairie Landing Golf Club Bar Addition. The **motion was seconded** by Commissioner Ledonne. Mr. Barna stated as part of the design fee for the bar addition project, Wight & Company will develop plans and specifications for furniture needed in the Grill Room and Bar interior and outside areas. He reviewed various types of furniture to be purchased and the costs associated. Seven bids were received and Interiors for Business, Inc. was the low, responsive and responsible bidder. Discussion followed, and the **motion was passed** by roll call vote (3-0).

Proposed Resolution 2019-2266; Award of Contract to Harris Golf Cars for the Procurement of One (1) Beverage Cart for the Prairie Landing Golf Club.

Approves the procurement of one (1) Yamaha UMAX Bistro Fairway Beverage Cart for a total Cost of \$15,863 F.O.B. Prairie Landing Golf Club.

Executive Director Bird read into the record Proposed Resolution 2019-2266.

A **MOTION** was made by Commissioner Getz to recommend Board approval of Proposed Resolution 2019-2266; Award of Contract to Harris Golf Cars for the Procurement of One (1) Beverage Cart for the Prairie Landing Golf Club. The **motion was seconded** by Commissioner Ledonne. Mr. Barna explained the current beverage carts utilized at Prairie Landing were bought in 2012; the newly purchased beverage cart will replace one of the older units. He continued that two bids were received, and Harris Golf Cars is recommended for award of the contract. Discussion followed, and the **motion was passed** by roll call vote (3-0).

A **MOTION** was made by Commissioner Getz to adjourn the Golf Committee Meeting and Commissioner Ledonne **seconded the motion**. The motion was unanimously passed by roll call vote (3-0) and was adjourned at 1:52 p.m.

**Charles E. Donnelly, Chairman
Golf Committee**



DUPAGE AIRPORT AUTHORITY

MONTHLY STATISTICS

July

2019

	July '19	July '18	'19 vs. '18	July Percent Change	YTD 2019	YTD 2018	'19 vs. '18	Percent Change
FUEL								
100LL	35,766	27,745	8,021	28.9%	149,035	125,050	23,985	19.2%
Jet A	183,233	183,029	204	0.1%	1,259,997	1,376,827	(116,830)	-8.5%
Total Gallons	218,999	210,774	8,225	3.9%	1,409,032	1,501,877	(92,845)	-6.2%
OPERATIONS								
Local	9,740	6,321	3,419	54.1%	45,075	31,120	13,955	44.8%
Itinerant	6,268	5,399	869	16.1%	31,140	30,096	1,044	3.5%
Total Ops	16,008	11,720	4,288	36.6%	76,215	61,216	14,999	24.5%

REGIONAL OPS

	July '19	July '18	'19 vs. '18	July Percent Change	YTD 2019	YTD 2018	'19 vs. '18	Percent Change
<u>Total OPS</u>								
DuPAGE	16,008	11,720	4,288	36.6%	76,215	61,216	14,999	24.5%
Palwaukee	8,980	8,548	432	5.1%	40,596	46,225	(5,629)	-12.2%
Aurora	7,418	6,146	1,272	20.7%	35,999	27,563	8,436	30.6%
Waukegan	5,311	4,049	1,262	31.2%	24,830	23,459	1,371	5.8%
State of Illinois	187,580	175,834	11,746	6.7%	1,109,064	1,081,218	27,846	2.6%
Teterboro	13,056	13,040	16	0.1%	97,937	99,213	(1,276)	-1.3%
Van Nuys	18,965	22,339	(3,374)	-15.1%	121,962	150,747	(28,785)	-19.1%
Centennial	31,908	33,700	(1,792)	-5.3%	200,015	192,883	7,132	3.7%
<u>Local OPS</u>								
DuPAGE	9,740	6,321	3,419	54.1%	45,075	31,120	13,955	44.8%
Palwaukee	2,864	2,342	522	22.3%	9,729	12,067	(2,338)	-19.4%
Aurora	4,228	2,983	1,245	41.7%	20,186	12,954	7,232	55.8%
Waukegan	1,795	1,270	525	41.3%	8,428	6,860	1,568	22.9%
State of Illinois	39,093	30,055	9,038	30.1%	213,225	182,866	30,359	16.6%
Teterboro	0	0	0		0	0	0	
Van Nuys	5,355	7,989	(2,634)	-33.0%	34,278	53,464	(19,186)	-35.9%
Centennial	14,817	16,877	(2,060)	-12.2%	95,656	95,188	468	0.5%
<u>Itinerant OPS</u>								
DuPAGE	6,268	5,399	869	16.1%	31,140	30,096	1,044	3.5%
Palwaukee	6,116	6,206	(90)	-1.5%	30,867	34,158	(3,291)	-9.6%
Aurora	3,190	3,163	27	0.9%	15,813	14,609	1,204	8.2%
Waukegan	3,516	2,779	737	26.5%	16,402	16,599	(197)	-1.2%
State of Illinois	148,487	145,779	2,708	1.9%	895,839	898,352	(2,513)	-0.3%
Teterboro	13,056	13,040	16	0.1%	97,937	99,213	(1,276)	-1.3%
Van Nuys	13,610	14,350	(740)	-5.2%	87,684	97,283	(9,599)	-9.9%
Centennial	17,091	16,823	268	1.6%	104,359	97,695	6,664	6.8%

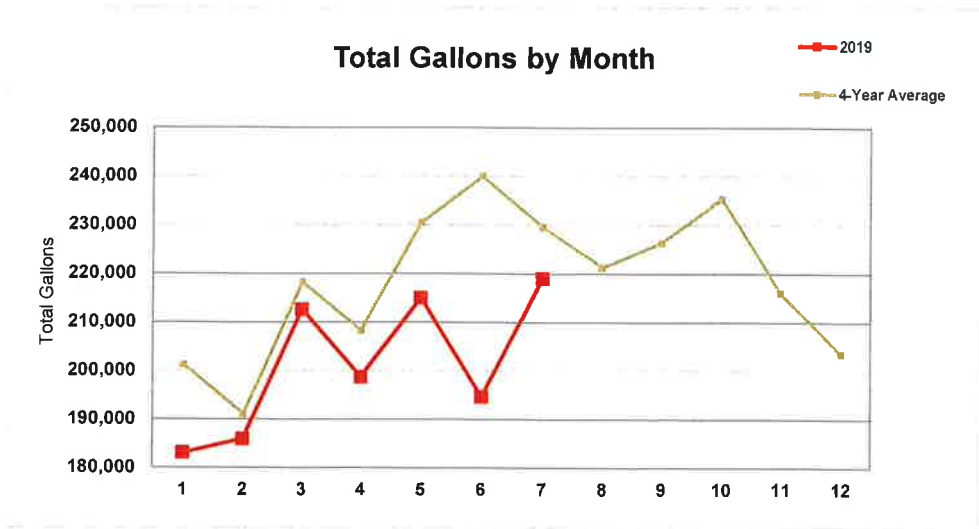
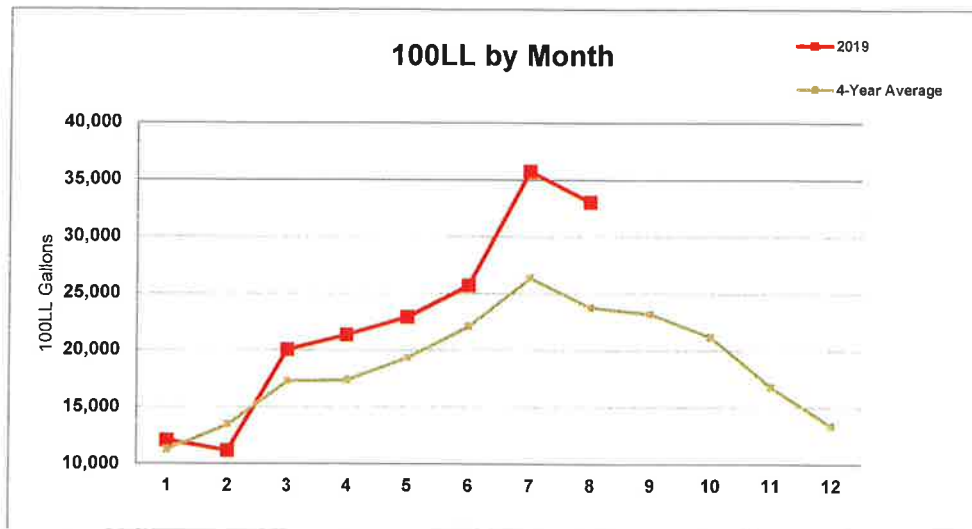
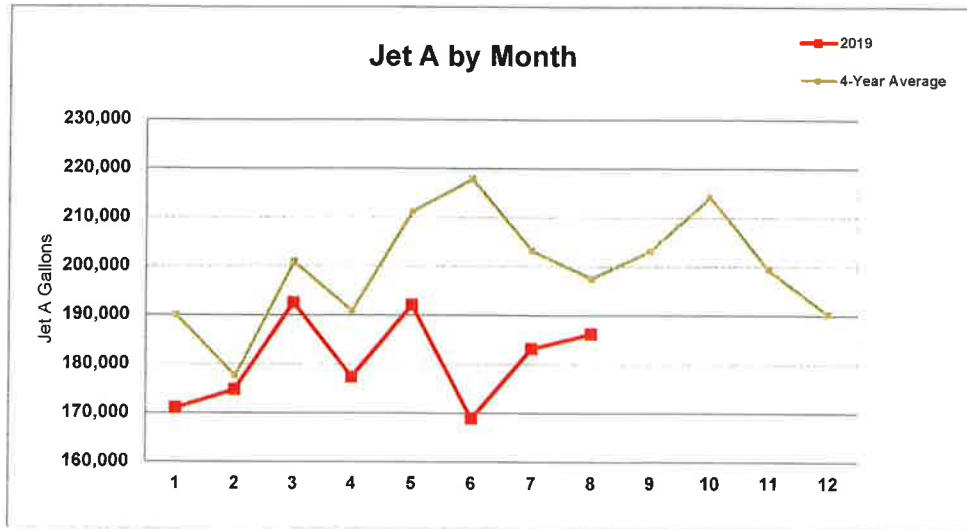


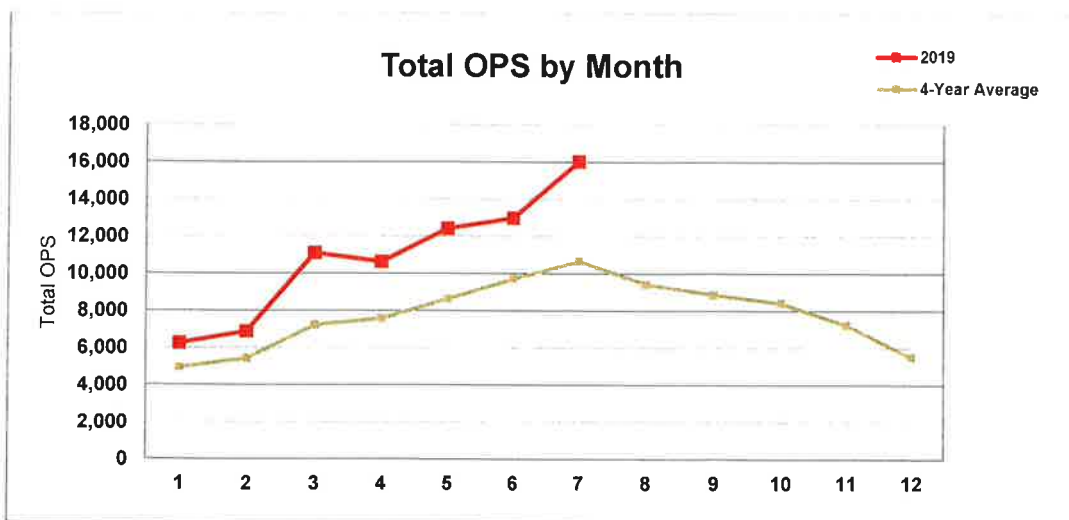
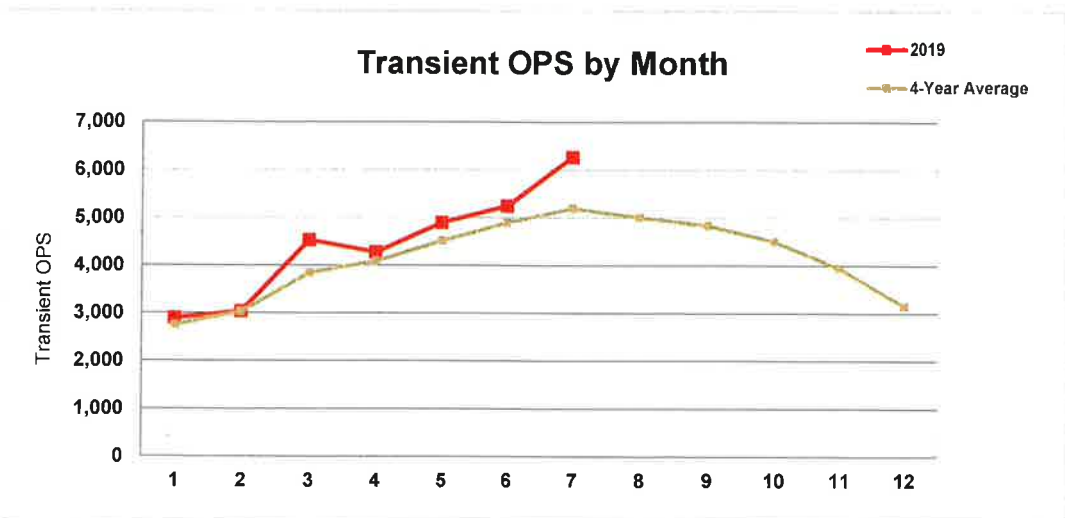
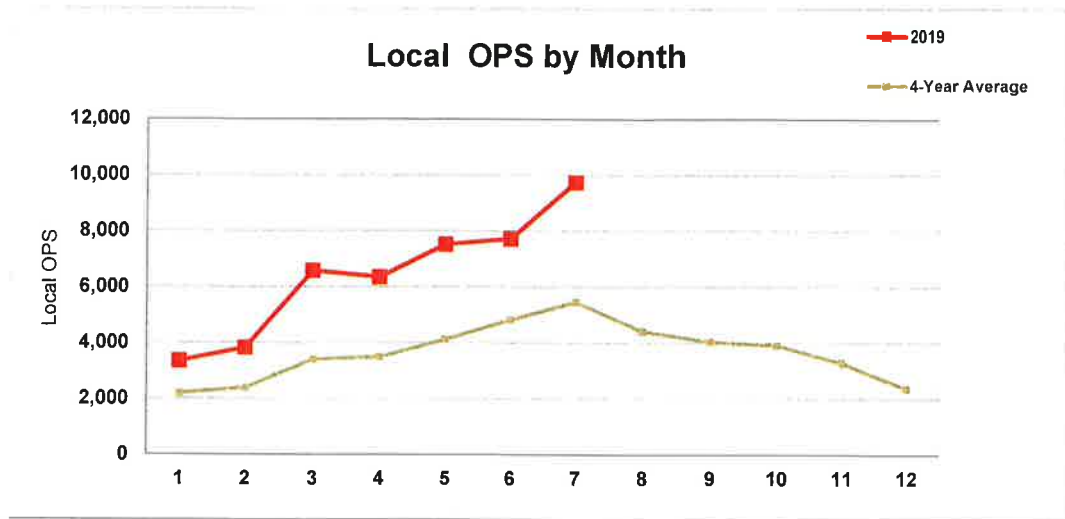
MONTHLY STATISTICS

August

2019

	<u>Aug. '19</u>	<u>Aug. '18</u>	<u>'19 vs. '18</u>	<u>Aug. Percent Change</u>	<u>YTD 2019</u>	<u>YTD 2018</u>	<u>'19 vs. '18</u>	<u>Percent Change</u>
FUEL								
100LL	33,058	23,682	9,376	39.6%	182,093	148,732	33,361	22.4%
Jet A	186,256	188,316	(2,060)	-1.1%	1,446,253	1,565,143	(118,890)	-7.6%
Total Gallons	219,314	211,998	7,316	3.5%	1,628,346	1,713,875	(85,529)	-5.0%





ATADS : Airport Operations : Ranking Report

From 01/2019 To 07/2019 | State=IL

Ranked by : Total Operations

#	Facility	Itinerant Total	Local Total	Total Operations
1	O'Hare	523,062	0	523,062
2	Midway	131,626	0	131,626
3	DuPAGE	31,140	45,075	76,215
4	St. Louis - Downtown Parks	20,752	34,213	54,965
5	Carbondale	16,037	35,225	51,262
6	Chicago Executive	30,867	9,729	40,596
7	Aurora	15,813	20,186	35,999
8	Champaign	14,175	16,025	30,200
9	Waukegan	16,402	8,428	24,830
10	Rockford	19,558	3,178	22,736
11	Peoria	17,429	4,733	22,162
12	Moline	15,466	4,998	20,464
13	Decatur	8,841	9,404	18,245
14	Alton	8,181	8,309	16,490
15	Springfield	9,739	5,224	14,963
16	Bloomington	10,044	2,962	13,006
17	Mt. Vernon	6,707	5,536	12,243
Total:		895,839	213,225	1,109,064

Report created on Tue Sep 10 15:03:47 EDT 2019

Sources: Air Traffic Activity System (ATADS)

OPTION #1 (Afternoon Meetings)

**BOARD OF COMMISSIONERS
MEETING/HOLIDAY CALENDAR
2020**

January

01/01/20	Wednesday	---	DAA HOLIDAY – New Year’s Day	
01/15/20	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
01/22/20	Wednesday	1:30 p.m.	Golf Committee	Flight Center
01/22/20	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
01/22/20	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
01/22/20	Wednesday	3:00 p.m.	Regular/Annual Board Meeting	Flight Center

February**NO SCHEDULED MEETINGS****March**

03/11/20	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
03/18/20	Wednesday	1:30 p.m.	Golf Committee	Flight Center
03/18/20	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
03/18/20	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
03/18/20	Wednesday	3:00 p.m.	Regular Board	Flight Center

April**NO SCHEDULED MEETINGS****May**

05/13/20	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
05/20/20	Wednesday	1:30 p.m.	Golf Committee	Flight Center
05/20/20	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
05/20/20	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
05/20/20	Wednesday	3:00 p.m.	Regular Board	Flight Center
05/25/20	Monday	---	DAA HOLIDAY – Memorial Day	

June

06/10/20	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
06/24/20	Wednesday	1:30 p.m.	Golf Committee	Flight Center
06/24/20	Wednesday	2:00 p.m.	Finance, Budget & Audit Committee	Flight Center
06/24/20	Wednesday	2:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
06/24/20	Wednesday	3:00 p.m.	Regular Board	Flight Center

July**NO SCHEDULED MEETINGS**

07/03/20 **Friday** ---

DAA Holiday – Independence Day (Observed)

August**NO SCHEDULED MEETINGS****September****09/07/20****Monday**

DAA Holiday – Labor Day

09/09/20 Wednesday 8:00 a.m.

Internal Policy & Compliance Committee

Flight Center

09/16/20 Wednesday 1:30 p.m.

Golf Committee

Flight Center

09/16/20 Wednesday 2:00 p.m.

Finance, Budget & Audit Committee

Flight Center

09/16/20 Wednesday 2:30 p.m.

Capital Development, Leasing and

Flight Center

Customer Fees Committee

09/16/20 Wednesday 3:00 p.m.

Regular Board

Flight Center

October**NO SCHEDULED MEETINGS****November**

11/11/20 Wednesday 8:00 a.m.

Internal Policy & Compliance Committee

Flight Center

11/18/20 Wednesday 1:30 p.m.

Golf Committee

Flight Center

11/18/20 Wednesday 2:00 p.m.

Finance, Budget & Audit Committee

Flight Center

11/18/20 Wednesday 2:30 p.m.

Capital Development, Leasing and

Flight Center

Customer Fees Committee

11/18/20 Wednesday 3:00 p.m.

Regular Board

Flight Center

11/26/20 Thursday

DAA HOLIDAY – Thanksgiving Day**December****NO SCHEDULED MEETINGS****12/25/20****Friday**

DAA HOLIDAY – Christmas Day**Address for Meetings:**

Regular Board Meeting

Finance, Budget and Audit Committee

Capital Development, Leasing and

Customer Fees Committee

Golf Committee

Internal Policy and Compliance Committee

DuPage Airport Authority

Daniel L. Goodwin Flight Center Building

2700 International Drive

West Chicago, Illinois 60185

(630) 584-2211

OPTION #2 (Morning Meetings)

**BOARD OF COMMISSIONERS
MEETING/HOLIDAY CALENDAR
2020**

January

01/01/20	Wednesday	---	DAA HOLIDAY – New Year's Day	
01/15/20	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
01/22/20	Wednesday	7:30 p.m.	Golf Committee	Flight Center
01/22/20	Wednesday	8:00 p.m.	Finance, Budget & Audit Committee	Flight Center
01/22/20	Wednesday	8:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
01/22/20	Wednesday	9:00 p.m.	Regular/Annual Board Meeting	Flight Center

February**NO SCHEDULED MEETINGS****March**

03/11/20	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
03/18/20	Wednesday	7:30 p.m.	Golf Committee	Flight Center
03/18/20	Wednesday	8:00 p.m.	Finance, Budget & Audit Committee	Flight Center
03/18/20	Wednesday	8:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
03/18/20	Wednesday	9:00 p.m.	Regular Board	Flight Center

April**NO SCHEDULED MEETINGS****May**

05/13/20	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
05/20/20	Wednesday	7:30 p.m.	Golf Committee	Flight Center
05/20/20	Wednesday	8:00 p.m.	Finance, Budget & Audit Committee	Flight Center
05/20/20	Wednesday	8:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
05/20/20	Wednesday	9:00 p.m.	Regular Board	Flight Center
05/25/20	Monday	---	DAA HOLIDAY – Memorial Day	

June

06/10/20	Wednesday	8:00 a.m.	Internal Policy & Compliance Committee	Flight Center
06/24/20	Wednesday	7:30 p.m.	Golf Committee	Flight Center
06/24/20	Wednesday	8:00 p.m.	Finance, Budget & Audit Committee	Flight Center
06/24/20	Wednesday	8:30 p.m.	Capital Development, Leasing and Customer Fees Committee	Flight Center
06/24/20	Wednesday	9:00 p.m.	Regular Board	Flight Center

July**NO SCHEDULED MEETINGS**

07/03/20	Friday	---	DAA Holiday – Independence Day (Observed)	
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August**NO SCHEDULED MEETINGS****September****09/07/20****Monday**

DAA Holiday – Labor Day

09/09/20 Wednesday 8:00 a.m.

Internal Policy & Compliance Committee

Flight Center

09/16/20 Wednesday 7:30 p.m.

Golf Committee

Flight Center

09/16/20 Wednesday 8:00 p.m.

Finance, Budget & Audit Committee

Flight Center

09/16/20 Wednesday 8:30 p.m.

Capital Development, Leasing and

Flight Center

Customer Fees Committee

09/16/20 Wednesday 9:00 p.m.

Regular Board

Flight Center

October**NO SCHEDULED MEETINGS****November**

11/11/20 Wednesday 8:00 a.m.

Internal Policy & Compliance Committee

Flight Center

11/18/20 Wednesday 7:30 p.m.

Golf Committee

Flight Center

11/18/20 Wednesday 8:00 p.m.

Finance, Budget & Audit Committee

Flight Center

11/18/20 Wednesday 8:30 p.m.

Capital Development, Leasing and

Flight Center

Customer Fees Committee

11/18/20 Wednesday 9:00 p.m.

Regular Board

Flight Center

11/26/20 Thursday

DAA HOLIDAY – Thanksgiving Day**December****NO SCHEDULED MEETINGS****12/25/20 Friday**

DAA HOLIDAY – Christmas Day**Address for Meetings:**

Regular Board Meeting

Finance, Budget and Audit Committee

Capital Development, Leasing and

Customer Fees Committee

Golf Committee

Internal Policy and Compliance Committee

DuPage Airport Authority

Daniel L. Goodwin Flight Center Building

2700 International Drive

West Chicago, Illinois 60185

(630) 584-2211



DUPAGE AIRPORT AUTHORITY

8/31/2019

**FINANCIALS
PRE-AUDIT
COMMISSIONERS**

YTD FINANCIAL SUMMARY

DuPage Airport Authority

August 2019

KEY METRICS

OPERATING REVENUES \$11,583,358 	OPERATING EXPENSES \$10,967,183 	OPERATING PROFIT \$616,176 	NET PROFIT \$6,329,789 	CAPITAL PROGRAM COSTS \$1,831,561
CASH \$32,697,490 	NET POSITION \$185,002,753 	ACCOUNTS RECEIVABLE \$579,098 	ACCOUNTS PAYABLE \$261,010 	DEPRECIATION \$4,557,872

YTD SUMMARY - BY OPERATION

DuPage Airport Authority

YTD August 2019

	AIRPORT			FLIGHT CENTER			PRAIRIE LANDING		
	YTD	YTD	Actual	YTD	YTD	Actual	YTD	YTD	Actual
	Budget	Actual	vs. Budget	Budget	Actual	vs. Budget	Budget	Actual	vs. Budget
OPERATING									
Operating Revenues	\$2,363,608	\$2,351,107	-\$12,501	\$8,060,608	\$7,514,110	-\$546,498	\$1,841,975	\$1,718,142	-\$123,833
Operating Expenses	\$4,473,650	\$4,378,277	-\$95,373	\$5,926,234	\$5,225,700	-\$700,534	\$1,506,121	\$1,363,206	-\$142,915
Operating Profit	-\$2,110,042	-\$2,027,170	\$82,872	\$2,134,374	\$2,288,410	\$154,036	\$335,854	\$354,936	\$19,082
NON-OPERATING									
Non-Operating Revenues	\$3,445,256	\$10,696,198	\$7,250,942	\$0	\$0	\$0	\$0	\$0	\$0
Non-Operating Expenses	\$142,680	\$148,401	\$5,721	\$0	\$0	\$0	\$166,136	-\$13,370	-\$179,506
Non-Operating Profit	\$3,302,576	\$10,547,797	\$7,245,221	\$0	\$0	\$0	-\$166,136	\$13,370	\$179,506
Net Profit (Loss) Excluding Depreciation & Major Maintenance	\$1,192,534	\$8,520,627	\$7,328,093	\$2,134,374	\$2,288,410	\$154,036	\$169,718	\$368,306	\$198,588
Depreciation Expense	\$4,764,728	\$4,543,948	-\$220,780	\$7,968	\$9,172	\$1,204	\$4,752	\$4,752	\$0
Major Maintenance	\$638,968	\$225,568	-\$413,400	\$0	\$0	\$0	\$0	\$64,114	\$64,114
Net Profit (Loss)	-\$4,211,162	\$3,751,111	\$7,962,273	\$2,126,406	\$2,279,238	\$152,832	\$164,966	\$299,441	\$134,475

YTD SUMMARY - TOTAL OPERATIONS

DuPage Airport Authority

YTD August 2019

	YTD Budget	YTD Actual	Actual vs. Budget
<u>OPERATING</u>			
Operating Revenues	\$12,266,191	\$11,583,358	-\$682,833
Operating Expenses	\$11,906,005	\$10,967,183	-\$938,822
Operating Profit	\$360,186	\$616,176	\$255,990
<u>NON-OPERATING REVENUES</u>			
Miscellaneous Taxes	\$49,000	\$47,959	-\$1,041
Property Taxes/Abatements	\$2,956,200	\$3,838,653	\$882,453
Federal & State Grants	\$336,720	\$109,337	-\$227,383
Investment Income	\$83,336	\$297,104	\$213,768
Unrealized Gain (Loss) from Investments	\$0	\$0	\$0
Gain (Loss) on Sale of Fixed Assets	\$20,000	\$6,403,144	\$6,383,144
Total Non-Operating Revenues	\$3,445,256	\$10,696,198	\$7,250,942
<u>NON-OPERATING EXPENSES</u>			
Property Tax (DAA)	\$142,680	\$148,401	\$5,721
Property Tax (PLGC)	\$166,136	-\$13,370	-\$179,506
Total Non-Operating Expenses	\$308,816	\$135,031	-\$173,785
Non-Operating Profit	\$3,136,440	\$10,561,167	\$7,424,727
Net Profit (Loss) Excluding Depreciation & Major Maintenance	\$3,496,626	\$11,177,343	\$7,680,717
Depreciation Expense	\$4,777,448	\$4,557,872	-\$219,576
Major Maintenance	\$638,968	\$289,681	-\$349,287
Net Profit (Loss)	-\$1,919,790	\$6,329,789	\$8,249,579
Total YTD Revenues	\$15,711,447	\$22,279,556	\$6,568,109
Total YTD Expenditures	\$12,214,821	\$11,102,213	-\$1,112,608
Capital Development Programs	\$4,184,014	\$1,831,561	-\$2,352,453
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 August 31, 2019

CURRENT ASSETS

Cash & Cash Equivalents	8,367,884
Cash & Cash Equivalents - Designated	5,150,538
Cash & Cash Equivalents - Restricted	4,924,564
Investments	-
Investments - Restricted	14,254,504
Investments - Designated	-
Receivables	
Property Taxes	5,530,895
Accounts	579,098
Accrued Interest	48,492
Long-term Note Receivable, Current Portion	-
Prepaid Expenses	298,244
Inventories	274,922

Total Current Assets	<u>39,429,140</u>
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NONCURRENT ASSETS

Advance to Other Subfunds	-
Long-term Note Receivable, Net of Current Portion	-
Net Pension Asset - IMRF	555,418

Total Noncurrent Assets	<u>555,418</u>
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Capital Assets

Not Being Depreciated	73,129,596
Being Depreciated	284,339,511
Less Accumulated Depreciation	(202,935,236)

Net Capital Assets	<u>154,533,871</u>
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DEFERRED OUTFLOWS OF RESOURCES

Pension Items - IMRF	487,901
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Total Deferred Outflows of Resources	<u>487,901</u>
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Total Noncurrent Assets	<u>155,577,189</u>
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Total Assets	<u>195,006,330</u>
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**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

STATEMENT OF NET POSITION

For the Period Ended August 31, 2019

CURRENT LIABILITIES

Accounts Payable	261,010
Retainage Payable	-
Accrued Liabilities	427,284
Compensated Absences, Current Portion	83,361
Customer Deposits and Advances	268,569
Security Deposits	238,610
Unearned Revenue	124,795

Total Current Liabilities	1,403,629
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NONCURRENT LIABILITIES

Unearned Revenue	1,195,949
Advance from Other Subfunds	-
Net Pension Liability - IMRF	-
Compensated Absences, Net of Current Portion	333,444

Total Noncurrent Liabilities	1,529,393
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Total Liabilities	2,933,022
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DEFERRED INFLOWS OF RESOURCES

Deferred Revenue - Property Taxes	5,530,894
Pension Items - IMRF	1,539,660

Total Deferred Inflows of Resources	7,070,554
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Total Liabilities and Deferred Inflows of Resources	10,003,576
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NET POSITION

Net Investment in Capital Assets	154,533,871
Restricted for Aeronautical Purposes	19,179,067
Unrestricted	11,289,815

Total Net Position	185,002,753
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TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	195,006,330
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**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

STATEMENT OF CASH FLOWS

For the Period Ended August 31, 2019

CASH FLOWS FROM OPERATING ACTIVITIES

Receipts from customers and users	11,600,994
Payments to suppliers	(8,191,200)
Payments to and on behalf of employees	(3,934,317)
	<hr/>
Net cash from operating activities	(524,523)

CASH FLOWS FROM NONCAPITAL

FINANCING ACTIVITIES

Non-operating revenues - property taxes	3,838,653
Non-operating revenues - replacement taxes	47,959
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Net cash from noncapital financing activities	3,886,613

CASH FLOWS FROM CAPITAL AND RELATED

FINANCING ACTIVITIES

Grant monies received	71,380
Acquisition and construction of capital assets	(1,617,403)
Gain (Loss) from sale of capital assets	6,403,144
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Net cash from capital and related financing activities	4,857,121

CASH FLOWS FROM INVESTING ACTIVITIES

Net change in investments	(254,504)
Investment income	325,041
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Net cash from investing activities	70,537

NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	8,289,748
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CASH AND CASH EQUIVALENTS, JANUARY 1	10,153,238
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CASH AND CASH EQUIVALENTS, AUGUST 31	18,442,986
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PRESENTED AS

Cash and cash equivalents	13,518,422
Cash and cash equivalents - restricted	4,924,564
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Total cash and cash equivalents	18,442,986

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

STATEMENT OF CASH FLOWS

For the Period Ended August 31, 2019

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

Operating income (loss)	(4,383,123)
Adjustments to reconcile operating income (loss) to net cash from operating activities	
Depreciation	4,557,872
Miscellaneous income	16,715
Changes in assets and liabilities	
Accounts receivable	(8,546)
Note receivable	-
Prepaid expenses	185,461
Inventories	(18,084)
Accounts payable	(533,427)
Accrued liabilities	(291,411)
Compensated absences	(32,881)
Net pension liability - IMRF	-
Pension items - IMRF	-
Customer deposits and advances	(23,975)
Security deposits	90,072
Unearned revenue	(83,197)
NET CASH FROM OPERATING ACTIVITIES	(524,523)

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

Contributions	37,957
Capital asset additions in accounts payable and retainage payable	176,201
Change in the fair value of investments	-

**DUPAGE AIRPORT AUTHORITY
WEST CHICAGO, ILLINOIS**

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

For the Period Ended August 31, 2019

	Airport Operations	Dupage Flight Center	Prairie Landing Golf Course	Total
OPERATING REVENUES				
Aircraft Storage	1,832,477	292,030	-	2,124,507
Leases, Commissions, Fees	509,002	-	-	509,002
Golf Course Operations	-	-	1,762,653	1,762,653
Line Service	-	7,217,836	-	7,217,836
Total Operating Revenues	2,341,478	7,509,866	1,762,653	11,613,998
OPERATING EXPENSES				
Direct Costs				
Airport Operations	3,179,105	-	-	3,179,105
Golf Course Operations	-	-	1,212,714	1,212,714
Line Service	-	4,181,149	-	4,181,149
General and Administrative				
Salaries and Benefits	963,935	905,844	59,512	1,929,292
Utilities	-	16,175	40,507	56,682
Office Expense	43,914	34,941	65,124	143,979
Insurance	34,769	65,727	40,453	140,949
Professional Services	209,533	-	13,618	223,151
Postage	5,681	-	1,799	7,480
Real Estate Tax	148,401	-	(13,370)	135,031
Advertising and Promotions	47,709	21,864	40,946	110,519
Miscellaneous	119,199	(0)	-	119,199
Total Operating Expenses	4,752,246	5,225,700	1,461,304	11,439,249
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	(2,410,767)	2,284,166	301,349	174,748
Depreciation	4,543,948	9,172	4,752	4,557,872
OPERATING INCOME (LOSS)	(6,954,715)	2,274,994	296,598	(4,383,123)
NON-OPERATING REVENUES (EXPENSES)				
Property Taxes	3,838,653	-	-	3,838,653
Personal Property Replacement Tax	47,959	-	-	47,959
Investment Income	297,104	-	-	297,104
Miscellaneous Income	9,629	4,244	2,843	16,715
Gain (Loss) on Disposal of Capital Assets	6,403,144	-	-	6,403,144
Total Non-Operating Revenues (Expenses)	10,596,489	4,244	2,843	10,603,575
INCOME (LOSS) BEFORE CONTRIBUTIONS & TRANSFERS	3,641,774	2,279,238	299,441	6,220,452
Contributions	109,337	-	-	109,337
Transfers In (Out)	-	-	-	-
CHANGE IN NET POSITION	3,751,111	2,279,238	299,441	6,329,789
NET POSITION, JANUARY 1	162,385,582	17,761,750	(1,474,369)	178,672,964
NET POSITION, AUGUST 31	166,136,693	20,040,988	(1,174,928)	185,002,753

Total DuPage Airport Authority STATEMENT OF REVENUES AND EXPENSES For the Month Ending 8/31/2019

	YTD				Month				2019 Annual Budget				Month				YTD			
	Actual		Budget		Actual		Budget		Actual		Budget		2019		2018		2019		2018	
	Variance		Variance		Variance		Variance		Variance		Variance		Variance		Variance		Variance		Variance	
REVENUES																				
Airport Operations	\$ 286,595	\$ 295,451	\$ (8,856)		\$ 2,351,107	\$ 2,363,608	\$ (12,501)		\$ 3,545,412				\$ 286,595	\$ 290,295	\$ (3,700)		\$ 2,351,107	\$ 2,399,035	\$ (47,928)	
Prairie Landing Golf Club	\$ 402,170	\$ 366,105	\$ 36,065		\$ 1,718,142	\$ 1,841,975	\$ (123,833)		\$ 2,558,585				\$ 402,170	\$ 352,975	\$ 49,195		\$ 1,718,142	\$ 1,760,112	\$ (41,970)	
DuPage Flight Center	\$ 1,008,237	\$ 1,007,576	\$ 661		\$ 7,514,110	\$ 8,060,608	\$ (546,498)		\$ 12,090,912				\$ 1,008,237	\$ 988,718	\$ 19,519		\$ 7,514,110	\$ 7,815,682	\$ (301,572)	
Total Revenues	\$ 1,697,003	\$ 1,669,132	\$ 27,871		\$ 11,583,358	\$ 12,266,191	\$ (682,833)		\$ 18,194,909				\$ 1,697,003	\$ 1,631,988	\$ 65,015		\$ 11,583,358	\$ 11,974,829	\$ (391,471)	
OPERATING EXPENSES																				
Airport Operations	\$ 322,779	\$ 313,511	\$ 9,268		\$ 2,506,167	\$ 2,566,242	\$ (60,075)		\$ 3,934,218				\$ 322,779	\$ 246,346	\$ 76,433		\$ 2,506,167	\$ 2,419,464	\$ 86,703	
Prairie Landing Golf Club	\$ 201,266	\$ 206,085	\$ (4,819)		\$ 1,088,445	\$ 1,224,743	\$ (136,298)		\$ 1,810,986				\$ 201,266	\$ 199,385	\$ 1,880		\$ 1,088,445	\$ 1,125,398	\$ (36,953)	
DuPage Flight Center	\$ 567,329	\$ 602,559	\$ (35,230)		\$ 4,150,932	\$ 4,802,850	\$ (651,918)		\$ 7,195,312				\$ 567,329	\$ 591,753	\$ (24,423)		\$ 4,150,932	\$ 4,535,184	\$ (374,251)	
Total Cost of Sales	\$ 1,091,374	\$ 1,122,155	\$ (30,781)		\$ 7,745,545	\$ 8,593,835	\$ (848,290)		\$ 12,940,516				\$ 1,091,374	\$ 1,037,484	\$ 53,890		\$ 7,745,545	\$ 8,070,046	\$ (324,501)	
Gross Profit/(Loss)	\$ 605,629	\$ 546,977	\$ 58,652		\$ 3,837,814	\$ 3,672,356	\$ 165,458		\$ 5,254,393				\$ 605,629	\$ 594,504	\$ 11,125		\$ 3,837,814	\$ 3,904,783	\$ (66,970)	
GENERAL AND ADMINISTRATIVE																				
Airport Operations	\$ 208,058	\$ 234,401	\$ (26,343)		\$ 1,872,110	\$ 1,907,408	\$ (35,298)		\$ 2,913,609				\$ 208,058	\$ 265,613	\$ (57,555)		\$ 1,872,110	\$ 1,996,779	\$ (124,670)	
Prairie Landing Golf Club	\$ 36,293	\$ 37,194	\$ (901)		\$ 274,760	\$ 281,378	\$ (6,618)		\$ 435,672				\$ 36,293	\$ 35,651	\$ 642		\$ 274,760	\$ 269,209	\$ 5,551	
DuPage Flight Center	\$ 130,813	\$ 133,016	\$ (2,203)		\$ 1,074,768	\$ 1,123,384	\$ (48,616)		\$ 1,754,560				\$ 130,813	\$ 128,426	\$ 2,388		\$ 1,074,768	\$ 1,048,310	\$ 26,458	
Total G&A Costs	\$ 375,164	\$ 404,611	\$ (29,447)		\$ 3,221,638	\$ 3,312,170	\$ (90,532)		\$ 5,103,841				\$ 375,164	\$ 429,690	\$ (54,526)		\$ 3,221,638	\$ 3,314,289	\$ (92,661)	
Operating Income/(Loss)	\$ 230,465	\$ 142,366	\$ 88,099		\$ 616,176	\$ 360,186	\$ 255,990		\$ 150,552				\$ 230,465	\$ 164,814	\$ 65,651		\$ 616,176	\$ 590,485	\$ 25,691	
NON-OPERATING REVENUES/(EXPENSES)																				
Property and Other Tax Revenue	\$ 966,504	\$ 86,000	\$ 880,504		\$ 3,886,613	\$ 3,005,200	\$ 881,413		\$ 5,598,000				\$ 966,504	\$ 1,142,316	\$ (175,812)		\$ 3,886,613	\$ 4,472,509	\$ (585,897)	
Property Tax Expenses	\$ (30,588)	\$ (38,602)	\$ 8,014		\$ (135,031)	\$ (308,816)	\$ 173,785		\$ (463,224)				\$ (30,588)	\$ (35,116)	\$ 2,528		\$ (135,031)	\$ (294,376)	\$ 159,345	
Federal & State Grants	\$ -	\$ 42,090	\$ (42,090)		\$ 109,337	\$ 336,720	\$ (227,383)		\$ 505,080				\$ -	\$ -	\$ -		\$ 109,337	\$ 834,645	\$ (725,307)	
Investment Income	\$ 42,440	\$ 10,417	\$ 32,023		\$ 297,104	\$ 83,336	\$ 213,768		\$ 125,004				\$ 42,440	\$ 12,536	\$ 29,904		\$ 297,104	\$ 45,435	\$ 251,669	
Unrealized Gain/(Loss) from Investments	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -				\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Amortization (Expense)	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -				\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Gain on Sale of Fixed Assets	\$ 689,000	\$ 2,500	\$ 686,500		\$ 6,403,144	\$ 20,000	\$ 6,383,144		\$ 30,000				\$ 689,000	\$ 2,507,447	\$ (1,818,447)		\$ 6,403,144	\$ 7,377,982	\$ (974,838)	
Total Non-Operating Revenues/(Expenses)	\$ 1,667,356	\$ 102,405	\$ 1,564,951		\$ 10,561,167	\$ 3,136,440	\$ 7,424,727		\$ 5,794,860				\$ 1,667,356	\$ 3,629,183	\$ (1,961,828)		\$ 10,561,167	\$ 12,436,195	\$ (1,875,028)	
Net Income/(Loss) before Depreciation	\$ 1,897,821	\$ 244,771	\$ 1,653,050		\$ 11,177,343	\$ 3,496,626	\$ 7,680,717		\$ 5,945,412				\$ 1,897,821	\$ 3,793,998	\$ (1,896,177)		\$ 11,177,343	\$ 13,026,680	\$ (1,849,337)	
Depreciation	\$ 565,441	\$ 597,181	\$ (31,740)		\$ 4,557,872	\$ 4,777,448	\$ (219,576)		\$ 7,166,172				\$ 565,441	\$ 576,350	\$ (10,909)		\$ 4,557,872	\$ 4,712,664	\$ (154,792)	
Net Income/(Loss) after Depreciation	\$ 1,332,379	\$ (352,410)	\$ 1,684,789		\$ 6,619,471	\$ (1,280,822)	\$ 7,900,293		\$ (1,220,760)				\$ 1,332,379	\$ 3,217,648	\$ (1,885,268)		\$ 6,619,471	\$ 8,314,016	\$ (1,694,545)	
Major Maintenance	\$ 17,745	\$ 34,499	\$ (16,754)		\$ 289,681	\$ 638,968	\$ (349,287)		\$ 787,466				\$ 17,745	\$ 163,420	\$ (145,675)		\$ 289,681	\$ 371,237	\$ (81,556)	
Engineering Costs	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -				\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Transfers (In) Out	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -				\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Net Income/(Loss)	\$ 1,314,634	\$ (386,909)	\$ 1,701,543		\$ 6,329,789	\$ (1,919,790)	\$ 8,249,579		\$ (2,008,226)				\$ 1,314,634	\$ 3,054,228	\$ (1,739,593)		\$ 6,329,789	\$ 7,942,779	\$ (1,612,989)	

Airport and Administration

STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 8/31/2019

	Month				YTD				Month				YTD			
	Actual		Budget		Variance		2019 Annual Budget		2019		2018		2019		2018	
REVENUES																
Administrative	\$ 15,638	\$ 13,521	\$ 2,117	\$ 3,668		\$ 162,252		\$ 15,638	\$ 21,167	\$ (5,530)		\$ 111,836	\$ 192,266	\$ (80,429)		
Field Operations	\$ 26,851	\$ 35,611	\$ (8,760)	\$ 1,374		\$ 427,332		\$ 26,851	\$ 26,160	\$ 691		\$ 283,514	\$ 288,309	\$ (4,795)		
Building Operations	\$ 224,062	\$ 226,385	\$ (2,323)	\$ (13,044)		\$ 2,716,620		\$ 224,062	\$ 223,051	\$ 1,011		\$ 1,798,036	\$ 1,758,908	\$ 39,128		
Flight Center	\$ 20,045	\$ 19,934	\$ 111	\$ (1,251)		\$ 239,208		\$ 20,045	\$ 19,917	\$ 128		\$ 157,721	\$ 159,552	\$ (1,831)		
Total Revenues	\$ 286,595	\$ 295,451	\$ (8,856)	\$ (12,501)		\$3,345,412		\$ 286,595	\$ 290,295	\$ (3,700)		\$ 2,351,107	\$ 2,399,035	\$ (47,928)		
OPERATING EXPENSES																
Field Operations	\$ 130,566	\$ 143,816	\$ (13,250)	\$ 17,401		\$ 1,806,314		\$ 130,566	\$ 118,550	\$ 12,016		\$ 1,197,678	\$ 1,145,741	\$ 51,937		
Building Operations	\$ 98,709	\$ 79,131	\$ 19,578	\$ (48,347)		\$ 984,239		\$ 98,709	\$ 54,015	\$ 44,694		\$ 597,764	\$ 580,692	\$ 17,072		
Flight Center	\$ 18,737	\$ 24,043	\$ (5,306)	\$ (45,026)		\$ 288,516		\$ 18,737	\$ 18,010	\$ 727		\$ 147,318	\$ 159,444	\$ (12,127)		
Shop Equip. Operations	\$ 50,444	\$ 40,655	\$ 9,789	\$ 25,875		\$ 511,897		\$ 50,444	\$ 32,444	\$ 18,201		\$ 355,966	\$ 309,744	\$ 46,222		
Projects & Procurement	\$ 24,322	\$ 25,866	\$ (1,544)	\$ (9,577)		\$ 343,252		\$ 24,322	\$ 23,527	\$ 795		\$ 207,442	\$ 223,843	\$ (16,401)		
Total Cost of Sales	\$ 322,779	\$ 313,511	\$ 9,268	\$ (60,075)		\$3,934,218		\$ 322,779	\$ 246,346	\$ 76,433		\$ 2,506,167	\$ 2,419,464	\$ 86,703		
Gross Profit/(Loss)	\$ (36,184)	\$ (18,060)	\$ (18,124)	\$ 47,573		\$-388,806		\$ (36,184)	\$ 43,949	\$ (80,132)		\$ (155,061)	\$ (20,429)	\$ (134,632)		
GENERAL AND ADMINISTRATIVE																
Administrative	\$ 166,310	\$ 191,746	\$ (25,436)	\$ (24,612)		\$ 2,368,220		\$ 166,310	\$ 225,486	\$ (59,176)		\$ 1,524,866	\$ 1,673,405	\$ (148,539)		
Commissioners	\$ 8,859	\$ 8,770	\$ 89	\$ 485		\$ 105,240		\$ 8,859	\$ 8,448	\$ 411		\$ 70,645	\$ 66,855	\$ 3,790		
Business Dev./Marketing	\$ 8,107	\$ 7,844	\$ 263	\$ (15,030)		\$ 94,128		\$ 8,107	\$ 8,569	\$ (462)		\$ 47,722	\$ 40,358	\$ 7,364		
Accounting	\$ 24,782	\$ 26,041	\$ (1,259)	\$ 3,859		\$ 346,021		\$ 24,782	\$ 23,109	\$ 1,672		\$ 228,877	\$ 216,162	\$ 12,715		
Total G&A Costs	\$ 208,058	\$ 234,401	\$ (26,343)	\$ (35,298)		\$2,913,609		\$ 208,058	\$ 265,613	\$ (57,555)		\$ 1,872,110	\$ 1,996,779	\$ (124,670)		
Operating Income/(Loss)	\$ (244,241)	\$ (252,461)	\$ 8,220	\$ 82,872		\$ (3,302,415)		\$ (244,241)	\$ (221,664)	\$ (22,577)		\$ (2,027,170)	\$ (2,017,208)	\$ (9,962)		
NON-OPERATING REVENUES/(EXPENSES)																
Property and Other Tax Revenue	\$ 966,504	\$ 86,000	\$ 880,504	\$ 881,413		\$ 5,598,000		\$ 966,504	\$ 1,142,316	\$ (175,812)		\$ 3,886,613	\$ 4,472,509	\$ (585,897)		
Property Tax Expenses	\$ (18,904)	\$ (17,835)	\$ (1,069)	\$ (5,721)		\$ (214,020)		\$ (18,904)	\$ (12,757)	\$ (6,146)		\$ (148,401)	\$ (133,504)	\$ (14,897)		
Federal & State Grants	\$ -	\$ 42,090	\$ (42,090)	\$ (227,383)		\$ 505,080		\$ -	\$ -	\$ -		\$ 109,337	\$ 834,645	\$ (725,307)		
Investment Income	\$ 42,440	\$ 10,417	\$ 32,023	\$ 213,768		\$ 125,004		\$ 42,440	\$ 12,536	\$ 29,904		\$ 297,104	\$ 45,435	\$ 251,669		
Unrealized Gain/Loss from Investments	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
Amortization (Expense)	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
Gain on Sale of Fixed Assets	\$ 689,000	\$ 2,500	\$ 686,500	\$ 6,383,144		\$ 30,000		\$ 689,000	\$ 2,507,447	\$ (1,818,447)		\$ 6,403,144	\$ 7,377,982	\$ (974,838)		
Total Non-Operating Revenues/(Expenses)	\$ 1,679,040	\$ 123,172	\$ 1,555,868	\$ 7,245,221		\$5,044,064		\$ 1,679,040	\$ 3,649,542	\$ (1,970,502)		\$ 10,547,797	\$ 12,597,067	\$ (2,049,270)		
Net Income/(Loss) before Depreciation	\$ 1,434,799	\$ (129,289)	\$ 1,564,088	\$ 7,328,093		\$2,741,649		\$ 1,434,799	\$ 3,427,878	\$ (1,993,079)		\$ 8,520,627	\$ 10,579,859	\$ (2,059,232)		
Depreciation	\$ 564,154	\$ 595,591	\$ (31,437)	\$ (220,780)		\$ 7,147,092		\$ 564,154	\$ 573,997	\$ (9,843)		\$ 4,543,948	\$ 4,693,838	\$ (149,890)		
Net Income/(Loss) after Depreciation	\$ 870,645	\$ (724,880)	\$ 1,595,525	\$ 7,548,873		\$ (4,405,443)		\$ 870,645	\$ 2,853,881	\$ (1,983,236)		\$ 3,976,679	\$ 5,886,021	\$ (1,909,342)		
Major Maintenance	\$ 17,745	\$ 34,499	\$ (16,754)	\$ (413,400)		\$787,466		\$ 17,745	\$ 109,765	\$ (92,020)		\$ 225,568	\$ 206,450	\$ 19,118		
Engineering Costs	\$ -	\$ -	\$ -	\$ -		\$0		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
Transfers (In) Out	\$ -	\$ -	\$ -	\$ -		\$0		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
Net Income/(Loss)	\$ 852,900	\$ (759,379)	\$ 1,612,279	\$ 7,962,273		\$ (5,192,909)		\$ 852,900	\$ 2,744,116	\$ (1,891,216)		\$ 3,751,111	\$ 5,679,571	\$ (1,928,460)		

DuPage Flight Center

STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 8/31/2019

	YTD				Month				YTD			
	Actual		Budget		Actual		Budget		2019		2018	
	Variance		Variance		Variance		Variance		Variance		Variance	
REVENUES												
Hangar Rentals	\$ 36,622	\$ 25,667	\$ 10,955	\$ 86,694	\$ 36,622	\$ 25,229	\$ 11,393	\$ 308,004	\$ 292,030	\$ 229,693	\$ 62,337	
Ramp Tie Downs & Overnight fees	\$ 4,850	\$ 1,917	\$ 2,933	\$ 3,875	\$ 4,850	\$ 2,616	\$ 2,234	\$ 23,004	\$ 19,211	\$ 18,030	\$ 1,181	
Fuel and Oil Sales	\$ 962,152	\$ 977,500	\$ (15,348)	\$ (692,206)	\$ 962,152	\$ 956,531	\$ 5,622	\$ 11,730,000	\$ 7,127,794	\$ 7,495,398	\$ (367,604)	
Volume Rebate	\$ -	\$ (3,125)	\$ 3,125	\$ 25,000	\$ -	\$ -	\$ -	\$ (37,500)	\$ -	\$ -	\$ -	
Line Service Other	\$ 3,520	\$ 3,750	\$ (230)	\$ 36,560	\$ 3,520	\$ 45,000	\$ 950	\$ 45,000	\$ 66,560	\$ 58,357	\$ 8,203	
Aircraft Catering	\$ 534	\$ 1,250	\$ (716)	\$ (5,729)	\$ 534	\$ 1,212	\$ (678)	\$ 15,000	\$ 4,271	\$ 9,506	\$ (5,235)	
Non Airfield Rent/Lease/Maintenance Revenue	\$ 559	\$ 617	\$ (58)	\$ (692)	\$ 559	\$ 560	\$ (1)	\$ 7,404	\$ 4,244	\$ 4,698	\$ (455)	
Total Revenue	\$ 1,008,237	\$ 1,007,576	\$ 661	\$ (546,498)	\$ 1,008,237	\$ 988,718	\$ 19,519	\$ 12,090,972	\$ 7,514,110	\$ 7,815,682	\$ (301,572)	
OPERATING EXPENSES												
Fuel and Oil Cost of Sales	\$ 525,117	\$ 558,974	\$ (33,807)	\$ (643,703)	\$ 525,117	\$ 547,085	\$ (21,967)	\$ 6,707,088	\$ 3,827,689	\$ 4,213,993	\$ (386,303)	
De ice Cost of Goods	\$ -	\$ -	\$ -	\$ 3,067	\$ -	\$ -	\$ -	\$ 25,000	\$ 23,067	\$ -	\$ 23,067	
Credit Card Expense	\$ 12,493	\$ 12,175	\$ 318	\$ 2,286	\$ 12,493	\$ 12,374	\$ 118	\$ 146,100	\$ 99,686	\$ 94,639	\$ 5,047	
Food - COGS	\$ 6,130	\$ 6,875	\$ (745)	\$ (3,091)	\$ 6,130	\$ 6,716	\$ (585)	\$ 82,500	\$ 51,909	\$ 55,232	\$ (3,383)	
Maintenance	\$ 23,589	\$ 24,585	\$ (996)	\$ (10,476)	\$ 23,589	\$ 25,578	\$ (1,989)	\$ 234,624	\$ 148,582	\$ 161,260	\$ (12,678)	
Total Cost of Sales	\$ 567,329	\$ 602,559	\$ (35,230)	\$ (651,918)	\$ 567,329	\$ 591,753	\$ (24,423)	\$ 7,195,312	\$ 4,150,932	\$ 4,525,184	\$ (374,251)	
Gross Profit/(Loss)	\$ 440,908	\$ 405,017	\$ 35,891	\$ 105,420	\$ 440,908	\$ 396,965	\$ 43,943	\$ 4,895,660	\$ 3,363,178	\$ 3,290,498	\$ 72,679	
GENERAL AND ADMINISTRATIVE												
Operating Income/(Loss)	\$ 130,813	\$ 133,016	\$ (2,203)	\$ (48,616)	\$ 130,813	\$ 128,426	\$ 2,388	\$ 1,754,560	\$ 1,074,768	\$ 1,048,310	\$ 26,458	
	\$ 310,095	\$ 272,001	\$ 38,094	\$ 154,036	\$ 310,095	\$ 268,540	\$ 41,555	\$ 3,141,040	\$ 2,288,410	\$ 2,242,188	\$ 46,221	
Net Income/(Loss) before Depreciation	\$ 310,095	\$ 272,001	\$ 38,094	\$ 154,036	\$ 310,095	\$ 268,540	\$ 41,555	\$ 3,141,040	\$ 2,288,410	\$ 2,242,188	\$ 46,221	
Depreciation	\$ 693	\$ 996	\$ (303)	\$ 1,204	\$ 693	\$ 1,266	\$ (573)	\$ 11,952	\$ 9,172	\$ 10,128	\$ (956)	
Net Income/(Loss)	\$ 309,401	\$ 271,005	\$ 38,396	\$ 152,832	\$ 309,401	\$ 267,274	\$ 42,128	\$ 3,129,088	\$ 2,279,238	\$ 2,232,060	\$ 47,177	

Prairie Landing Golf Club

STATEMENT OF REVENUES AND EXPENSES
For the Month Ending 6/31/2019

REVENUES	2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 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Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual			2019 Annual		
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Accounts Receivable Aging Report Over 60 Days Past Due

Customer No.	Customer Name	Current @ 08/31/19	1 to 30 Days Overdue	31 to 60 Days Overdue	61 to 90 Days Overdue	91+ Days Overdue	Total	% of Total
A-RSA01	RSH Aviation, Inc.	-	3,422.92	98.16	3,419.24	6,544.00	13,484.32	28.45%
A-TEA01	TRAVEL EXPRESS AVIATION	-	-	-	-	8,500.00	8,500.00	17.94%
A-SPD01	STATE POLICE DEPARTMENT	-	2,092.97	-	2,081.21	4,162.42	8,336.60	17.59%
A-BAJ02	Joseph Bartosiak	-	3,093.00	-	3,093.00	-	6,186.00	13.05%
A-TOT01	Toni Transportation, LLC	-	46.83	46.14	-	3,076.00	3,168.97	6.69%
A-JDA01	JDN AIRCRAFT HOLDINGS, LLC	-	-	-	-	2,188.00	2,188.00	4.62%
A-FSX01	FSX Chicago, LLC	-	226.50	15.98	480.18	1,065.00	1,787.66	3.77%
A-DQJ01	JOE DOLLENS	-	100.77	21.97	97.81	1,464.63	1,685.18	3.56%
A-MUM02	Matt Mukenschnabl	-	800.00	-	800.00	-	1,600.00	3.38%
A-PEA02	Andrew Pempek	-	-	-	453.00	-	453.00	0.96%
Report Total:		-	9,782.99	182.25	10,424.44	27,000.05	47,389.73	
Percent of Total:		0.00%	20.64%	0.38%	22.00%	56.97%	100.00%	

DUPAGE AIRPORT AUTHORITY

2020 BUDGET TIMELINE

2020 Capital Plan

- 06/26/19 (Wednesday) – Distributed 2020 Capital Plan templates
- 08/01/19 (Thursday) - 2020 Capital Plan 1st Pass Review
- 09/05/19 (Thursday) - 2020 Capital Plan 2nd Pass Review

2020 Operating Plan

- 08/06/19 (Tuesday) – Distributed 2020 Operating Plan templates
- 08/19/19 (Monday) - 2020 Operating Plan templates returned to Accounting
- 09/11/19 (Wednesday) - 2020 Operating Plan 1st Pass Review with management

2020 Final Operating & Capital Plans

- 09/18/19 (Wednesday) – 2020 Operating & Capital Plans 75% complete and under additional review/adjustment
- 10/28/19 (Monday) - 2020 Operating & Capital Plan detailed presentation to Finance Committee
- 11/20/19 (Wednesday) – Tentative 2020 Operating & Capital Plan presented to Board
- 01/15/20 (Wednesday) – Board approval of Ordinance adopting 2020 Operating & Capital Plan
- 04/13/20 (Monday) – Official 2020 Plan to be submitted to GFOA within 90 days of approval

DUPAGE BUSINESS PARK CONTRACTS & SALES SINCE 2018

<u>Properties Sold by DAA:</u>		<u>Acreage</u>	<u>Price per SF</u>	<u>Purchase Price</u>	<u>Building Square Footage</u>
Suncast - Pritzker Realty Group	38.68	\$2.90	\$4,885,624.20	782,300	(2 bldgs - Ph. II 505,440) (possible expansion +123,740)
GSI	46.84	\$3.25	\$6,237,328.50	294,840	
Norix	22.16	\$2.78	\$2,683,505.00	200,849	
Midwest Industrial Funds	17.88	\$3.60	\$2,804,331.60	303,601	
Scannell Properties	21.14	\$3.65	\$3,361,153.60	250,000	
SOLD		146.70		\$19,971,942.90	1,831,590
<u>Properties Under Contract:</u>					
Alton Industries	25.00	\$3.80	\$4,138,200.00	350,000	(2 buildings - 150,000 + 200,000)
Seefried Properties	39.19	\$4.00	\$6,119,295.60	144,930	
UNDER CONTRACT		64.19		\$10,257,495.60	494,930
<u>Properties Optioned:</u>					
Pritzker Realty Group	46.10	\$2.975 - \$3.05	\$6,024,348.00	600,000	estimate
Midwest Industrial	11.06	\$3.67	\$1,768,749.00	186,146	Ph. II
Scannell Properties	18.30	\$3.85	\$3,069,019.80	250,000	Ph. II estimate
OPTIONED		75.46		\$10,862,116.80	1,036,146
<u>SUMMARY</u>					
Properties Sold	146.70			\$19,971,942.90	1,831,590
Properties Under Contract	64.19			\$10,257,495.60	494,930
Properties Optioned	75.46			\$10,862,116.80	1,036,146
TOTAL	286.36			\$41,091,555.30	3,362,666 with exp. & phasing 3.99MSF



TO: Board of Commissioners

FROM: Patrick Hoard *PH*
Finance Director, DuPage Airport Authority
Operations Director, Prairie Landing Golf Club

THROUGH: Mark Doles *MD*
Interim Executive Director

RE: Proposed Resolution 2019-2284; Approving the Use of Outside Auditors for the Year 2020

DATE: September 10, 2019

SUMMARY:

As required by the Airport Authority's By-Laws, the Board of Commissioners each year must approve the outside auditors to be utilized by the Airport Authority. In August 2017, staff conducted a Request for Proposal (RFP) process for Financial Auditing Services and selected Sikich LLP as the Authority's outside auditing firm.

For the past two years, Sikich has audited the Authority's financials for a cost of \$30,160 in 2017 and \$31,100 in 2018. Staff is in receipt of a proposal from Sikich for auditing the 2019 financials for an all-inclusive maximum fee of \$31,900 and hourly rates of \$255 Partner, \$195 Manager, \$150 Senior Accountant and \$133 Staff for additional services.

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

The all-inclusive maximum fee provided by Sikich LLP for auditing the 2019 financials is \$31,900 and hourly rates of \$255 Partner, \$195 Manager, \$150 Senior Accountant and \$133 Staff for additional services.

Audit related costs will be included in the 2020 Operating Budget.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW: N/A**ATTACHMENTS:**

- Proposed Resolution 2019-2284; Approving the Use of Outside Auditors for the Year 2020.
- 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 2019-2284; Approving the Use of Outside Auditors for the Year 2020.

RESOLUTION 2019-2284

Approving the Use of Outside Auditors for the Year 2020

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 previously enacted By-Laws for its operation; and

WHEREAS, Article V of the Authority's By-Laws requires that outside auditors be hired and approved by the Board of Commissioners on an annual basis; and

WHEREAS, the Authority has previously selected the firm of Sikich LLP as its outside auditor through a qualification-based Request for Proposal process; and

WHEREAS, the Authority desires and deems it to be in the best interest of the Authority to appoint the firm of Sikich LLP as its outside auditor for the year 2020 for the all-inclusive maximum fee of \$31,900 for auditing its 2019 financial statements and hourly rates of \$255 Partner, \$195 Manager, \$150 Senior Accountant and \$133 Staff for any additional services provided beyond auditing the Authority's 2019 financial statements; and

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby approves the hiring of Sikich LLP as its outside auditors for the year 2020 and hereby authorizes the Interim Executive Director, Mark Doles, to take whatever steps necessary to effectuate the terms of this Resolution.

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

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Herbert A. Getz
Gina R. LaMantia

Michael V. Ledonne
Gregory J. Posch
Donald C. Sharp
Daniel J. Wagner

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2019-2284

STATEMENT OF POLITICAL CONTRIBUTIONS

Sikich LLP

(name of entity or individual)

1415 W. Diehl Road, Suite 400, Naperville, IL 60563

(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 dependent 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."

9/11/19

(date)

James R. Davis


(signature)


Partner

title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Interim Executive Director

RE: Proposed Resolution 2019-2285; Authorizing the Execution of a Professional Services Agreement with Next Generation Strategies, Inc. for Lobbyist Services

DATE: September 10, 2019

SUMMARY:

The Airport Authority utilizes a lobbyist to assist the Board of Commissioners and Executive Director to discuss goals, objectives, opportunities and priorities; to pursue funding opportunities that could be of benefit to the Authority; to review analyze and report on a continuing basis all existing and proposed State policies and programs; to review legislative policy statements adopted by other local government lobbying groups, Airport organizations and associations for the purpose of identifying issues which may either positively or negatively affect the Authority; to monitor State legislative committee hearings and meetings prior to and during the regular and special legislative session(s) at which specific issues pertain to the Authority; to develop and evaluate strategy for the support, opposition, or amendment of pending legislation.

In addition, the lobbyist testifies before the Legislature, Governor, and Cabinet as necessary on behalf of the Authority. A written report of lobbying activities will be submitted to the Authority at the end of each month. Since October 2014, the Authority has utilized Next Generation Strategies, Inc. for providing lobbying services at a fixed annual compensation of \$60,000. The current one (1) year Agreement with Next Generation expires on October 1, 2019.

Staff advertised a Request for Proposal(s) from qualified lobbyist firms in the July 22, 2019 edition of the Daily Herald newspaper for a one (1) year lobbyist services agreement subject to two (2) one (1) year extensions at the sole discretion of the Authority. One (1) proposal was received on August 19, 2019 from Next Generation Strategies, Inc.

Staff has reviewed the proposal from Next Generation Strategies, Inc. for the same fixed annual compensation of \$60,000 and has determined that the proposal is reasonable and meets the needs of the Authority.

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

The fixed annual compensation for lobbying services is \$60,000 and has been included in the Operating Budget.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

Legal counsel has previously drafted the Professional Services Agreement between the DuPage Airport Authority and Next Generation Strategies, Inc.

ATTACHMENTS:

- Proposed Resolution 2019-2285; Authorizing the Execution of a Professional Services Agreement with Next Generation Strategies, Inc. for Lobbyist Services.
- 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 2019-2285; Authorizing the Execution of a Professional Services Agreement with Next Generation Strategies, Inc. for Lobbyist Services.

RESOLUTION 2019-2285

Authorizing the Execution of a Professional Services Agreement with Next Generation Strategies, Inc. for Lobbyist 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, the Authority has solicited proposals from qualified firms for providing lobbyist services to the Authority; and

WHEREAS, the Authority has received and reviewed one (1) proposal through a Request for Proposal evaluation process; and

WHEREAS, upon evaluating the proposal, the Authority has determined that the proposal received from Next Generation Strategies, Inc. is reasonable and meets the needs of the Authority for providing lobbyist services; and

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests of the Authority to enter into a Professional Services Agreement with Next Generation Strategies, Inc for a one (1) year term, subject to two (2) one (1) year extensions, contingent upon the future appropriations of the Authority and at the sole discretion of the Authority, to provide lobbying services during the term of October 1, 2019 and ending on October 1, 2020, 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 an annual fee not-to-exceed \$60,000; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Interim Executive Director, Mark Doles, to execute said Professional Services Agreement with Next Generation Strategies, Inc. 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.

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Herbert A. Getz
Gina R. LaMantia

Michael V. Ledonne
Gregory J. Posch
Donald C. Sharp
Daniel J. Wagner

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2019-2285

**DUPAGE AIRPORT AUTHORITY
REQUEST FOR PROPOSALS (RFP)
LOBBYIST SERVICES
SOLICITATION NO. 2019-0718**

**SECTION VI
STATEMENT OF POLITICAL CONTRIBUTIONS**

Patrick M. Brady

(name of entity or individual)

4N752 Ware Woods

Drive, St Charles, Illinois

60175

(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>Jim Durkin</u>	<u>Ill State Rep</u>	<u>October, 2018</u>	<u>\$5,000</u>	<u>check</u>
<u>Tom Cullerton</u>	<u>Ill. State Rep</u>	<u>October, 2018</u>	<u>\$250</u>	<u>Check</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

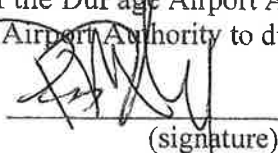
NOTE: If this statement of political contributions is being made on behalf of a business entity or other type of organization, a separate, additional, statement of political contributions may be required by the DuPage Airport Authority. When making this statement of political contributions in an individual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

8/19/2019

(date)



(signature)


Patrick M. Brady

(title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Interim Executive Director

RE: Proposed Resolution 2019-2286; Award of Contract to Fox Valley Fire & Safety Co. for Fire and Security Alarm Monitoring Services

DATE: September 10, 2019

SUMMARY:

The Airport Authority currently has twenty-eight (28) fire alarm and four (4) security alarm monitoring locations at various buildings throughout Airport property. The current contract for alarm monitoring services with Fox Valley Fire & Safety Co. expires on October 1, 2019.

Staff desires a new one (1) year contract, subject to two (2) one (1) year extensions at the sole discretion of the Authority. A solicitation for sealed bids was advertised in the August 22, 2019 edition of the Daily Herald Newspaper. Two (2) sealed bids were received and opened at 2:00 p.m. on September 10, 2019. Bid tabulations are as follows:

Bidder	Year 1 Cost	Year 2 Cost	Year 3 Cost
Fox Valley Fire Elgin, IL	\$14,592	\$14,592	\$14,592
Affiliated Customer Service Downers Grove, IL	\$31,872	\$18,432	\$18,432

Upon evaluation of the bids, it is apparent that Fox Valley Fire & Safety Co. is the low, responsive and responsible bidder. Fox Valley has provided quality service to the Authority under the existing alarm monitoring contract.

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

The annual cost of this service is \$14,592, plus additional as-needed location monitoring of \$38 per month for fire and security alarms. The cost of this service has been included in the 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 2019-2286; Award of Contract to Fox Valley Fire & Safety Co. for Fire and Security Alarm Monitoring Services.
- 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 2019-2286; Award of Contract to Fox Valley Fire & Safety Co. for Fire and Security Alarm Monitoring Services.

RESOLUTION 2019-2286

Award of Contract to Fox Valley Fire & Safety Co. for Fire and Security Alarm Monitoring 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, the Authority has solicited sealed bids for fire and security alarm monitoring services; and

WHEREAS, the Authority received and reviewed two (2) sealed bids on September 10, 2019; and

WHEREAS, it is apparent that Fox Valley Fire & Safety Co. 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 Fox Valley Fire & Safety Co. to provide fire and security alarm monitoring services at DuPage Airport Authority facilities during the term beginning October 1, 2019 and ending on October 1, 2020, 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 an annual cost of \$14,592, plus additional as-needed location monitoring of \$38 per month for fire alarms and \$38 per month for security alarms; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Interim Executive Director, Mark Doles to execute said Contract with Fox Valley Fire & Safety Co. 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.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
Gina R. LaMantia _____

Michael V. Ledonne _____
Gregory J. Posch _____
Donald C. Sharp _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2019-2286

**DUPAGE AIRPORT AUTHORITY
ALARM MONITORING SERVICES
SOLICITATION NO. 2019-0820**

STATEMENT OF POLITICAL CONTRIBUTIONS

Fox Valley Fire & Safety Co
(name of entity or individual)

2730 Pinnacle Dr.
Elgin, IL 60124

(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>None</u>	<u>None</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."


9/9/2019
(date)


Robert Manfredi
(signature)

Treasurer
(title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Interim Executive Director

RE: Proposed Resolution 2019-2287; Award of Contract to Harmony Deicing Products, Inc. for the Procurement of Sodium Formate Runway Deicing Material

DATE: September 10, 2019

SUMMARY:

Each winter season, the Airport Authority procures Sodium Formate runway deicing material for anti-icing and deicing runway applications. Sodium Formate utilized in past winter seasons is as follows:

2016/2017 winter season – 12 tons
2017/2018 winter season – 8 tons
2018/2019 winter season – 22 tons

In preparation for the 2019/2020 winter season, staff solicited sealed bids for procurement of Sodium Formate deicing material in the July 17, 2019 edition of the Daily Herald Newspaper. Three (3) sealed bids were received and opened at 2:00 p.m. on August 6, 2019. Bid results are as follows:

Bidder	Product	Price Per Ton
Harmony Deicing Products, Inc. St. Charles, IL	Sodium Formate	\$1,625.32
Pelican Chemicals, Inc. Missoula, MT	Sodium Formate	\$1,635.77
Nachurs Alpine Solutions Industrial Marion, OH	Sodium Formate	\$1,719.90

Upon evaluation of the bids, it is apparent that Harmony Deicing Products, Inc. is the low, responsive and responsible bidder.

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

Staff requests authorization to purchase up to 12 tons of Sodium Formate on an as-needed basis for an amount not-to-exceed \$19,503.84. Funding for this item is included in the 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 2019-2287; Award of Contract to Harmony Deicing Products, Inc. for the Procurement of Sodium Formate Runway Deicing Material.
- ☐ 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 2019-2287; Award of Contract to Harmony Deicing Products, Inc. for the Procurement of Sodium Formate Runway Deicing Material.

RESOLUTION 2019-2287

Award of Contract to Harmony Deicing Products, Inc. for the Procurement of Sodium Formate Runway Deicing Material

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 Sodium Formate runway deicing material; and

WHEREAS, the Authority received and reviewed three (3) sealed bids on August 6, 2019; and

WHEREAS, it is apparent that Harmony Deicing Products, Inc. is the low, responsive and responsible bidder at a cost of \$1,625.32 per ton, F.O.B DuPage Airport; and

WHEREAS, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to enter into a Purchase Order Contract with Harmony Deicing Products, Inc. for the procurement of up to 12 tons of Sodium Formate runway deicing material for an amount not-to-exceed \$19,503.84 for the 2019/2020 winter season; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Interim Executive Director, Mark Doles, to execute said Purchase Order Contracts with Harmony Deicing Products, Inc. for an amount not-to-exceed \$19,503.84 for the 2019/2020 winter season and to take whatever steps necessary to effectuate the terms of said Purchase Orders.

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

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
Gina R. LaMantia _____

Michael V. Ledonne _____
Gregory J. Posch _____
Donald C. Sharp _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2019-2287

**DUPAGE AIRPORT AUTHORITY
SODIUM FORMATE/ACETATE RUNWAY DEICING MATERIAL
SOLICITATION NO. 2019-0715**

STATEMENT OF POLITICAL CONTRIBUTIONS

Harmore, Deicing Products
(name of entity or individual)

40W 370 Edger Lee Maslas Lane
ST. Charles, IL 60175
(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.

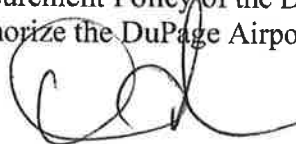
Elected Official	Office	Date	Amount	Form
<u>None</u>				
<u>I</u>				

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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."

8/6/19
(date)


(signature)

Christopher Molloy
(title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna *DB*
Operations and Capital Program Manager

THROUGH: Mark Doles *MD*
Interim Executive Director

RE: Proposed Resolution 2019-2288; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid

DATE: September 10, 2019

SUMMARY:

Each winter season, the Airport Authority procures Potassium Acetate runway deicing fluid for anti-icing and deicing runway applications. Potassium Acetate utilized in past winter seasons is as follows:

2016/2017 winter season – 8,000 gallons
2017/2018 winter season – 6,000 gallons
2018/2019 winter season – 19,929 gallons

In preparation for the 2019/2020 winter season, staff solicited sealed bids for procurement of Potassium Acetate in the July 17, 2019 edition of the Daily Herald Newspaper. Three (3) sealed bids were received and opened at 2:30 p.m. on August 6, 2019. Bid results are as follows:

Bidder	Price Per Gallon
Nachurs Alpine Solutions Industrial Marion, OH	\$4.29
Pelican Chemicals, Inc. Missoula, MT	\$4.32
Harmony Deicing Products, Inc. St. Charles, IL	\$4.45

Upon evaluation of the bids, it is apparent that Nachurs Alpine Solutions Industrial is the low, responsive and responsible bidder.

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Finance, Budget and Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

Staff requests authorization to purchase up to 8,000 gallons of Potassium Acetate on an as-needed basis for an amount not-to-exceed \$34,320. Funding for this item is included in the 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 2019-2288; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid.
- ❑ 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 2019-2288; Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid.

RESOLUTION 2019-2288

Award of Contract to Nachurs Alpine Solutions Industrial for the Procurement of Potassium Acetate Runway Deicing Fluid

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 Potassium Acetate runway deicing fluid; and

WHEREAS, the Authority has received and reviewed three (3) sealed bids on August 6, 2019; and

WHEREAS, it is apparent that Nachurs Alpine Solutions Industrial is the low, responsive and responsible bidder at a cost of \$4.29 per gallon, F.O.B DuPage Airport; and

WHEREAS, the Board of Commissioners of the Authority hereby deem it to be in the best interests of the Authority to enter into a Purchase Order Contract with Nachurs Alpine Solutions Industrial for the procurement of up to 8,000 gallons of Potassium Acetate runway deicing fluid for an amount not-to-exceed \$34,320.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Interim Executive Director, Mark Doles, to execute said Purchase Order Contracts with Nachurs Alpine Solutions Industrial for an amount not to exceed \$34,320 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.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
Gina R. LaMantia _____

Michael V. Ledonne _____
Gregory J. Posch _____
Donald C. Sharp _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2019-2288

**DUPAGE AIRPORT AUTHORITY
POTASSIUM ACETATE RUNWAY DEICING FLUID
SOLICITATION NO. 2019-0716**

STATEMENT OF POLITICAL CONTRIBUTIONS

Nachurs Alpine Solutions Industrial a div. of Nachurs Alpine Solutions LLC
(name of entity or individual)

421 Leader Street
Marion, OH 43302

(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. **None**

Elected Official	Office	Date	Amount	Form
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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."

August 02, 2019
(date)


(signature)

John Grega, CFO
(title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna *DB*
Operations and Capital Program Manager

THROUGH: Mark Doles *MD*
Interim Executive Director

RE: Proposed Resolution 2019-2289; Award of Contract to Wausau Equipment Company for the Procurement of One (1) Snow Plow Blade

DATE: September 11, 2019

SUMMARY:

The Airport Authority's 2019 Capital Budget includes the procurement of one (1) new ramp plow. The plow will replace a late 80's model 16' directional plow that is utilized on end loaders. Modern end loaders that are currently utilized for snow removal allow for an increase in plow blade size. The proposed 20' poly moldboard plow will allow maintenance staff to perform snow removal duties with greater safety and more efficiency.

A solicitation for sealed bids was advertised in the July 31, 2019 edition of the *Daily Herald Newspaper*. Two (2) sealed bids were received and opened at 2:00 p.m. on August 19, 2019. Bid results are as follows:

Bidder	Model	Total
Wausau Equipment Company New Berlin, WI	HSP4820	\$33,060
M-B Companies, Inc. Chilton, WI	P5521-C	\$80,334

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

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Finance, Budget & Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

2019 Capital Budget	\$50,000
Wausau Equipment Company HSP4820 Snow Plow Blade	(\$33,060)
	\$16,940

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 2019-2289; Award of Contract to Wausau Equipment Company for the Procurement of One (1) Snow Plow Blade.
- ☐ 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 2019-2289; Award of Contract to Wausau Equipment Company for the Procurement of One (1) Snow Plow Blade.

RESOLUTION 2019-2289

Award of Contract to Wausau Equipment Company for the Procurement of One (1) Snow Plow Blade

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 one (1) new 20' power reversing trip edge snow plow, designed for use with rubber tire end loaders; and

WHEREAS, the Authority received and reviewed two (2) sealed bids on August 18, 2019; and

WHEREAS, it is apparent that Wausau Equipment Company is the low, responsive and responsible bidder at a cost of \$33,060; 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 Wausau Equipment Company for the procurement of one (1) plow blade for a total cost of \$33,060 F.O.B. DuPage Airport; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Interim Executive Director, Mark Doles to execute said Purchase Order Contract with Wausau Equipment Company for a total cost of \$33,060 F.O.B. DuPage Airport and to take whatever steps necessary to effectuate the terms of said Purchase Order Contract.

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

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Herbert A. Getz
Gina R. LaMantia

Michael V. Ledonne
Gregory J. Posch
Donald C. Sharp
Daniel J. Wagner

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2019-2289

STATEMENT OF POLITICAL CONTRIBUTIONS

Wausau Equipment Company, Inc.
(name of entity or individual)

1905 South Mooreland Road
New Berlin, WI 53151-2321

(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.

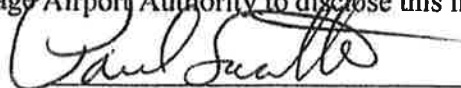
Elected Official	Office	Date	Amount	Form
<u>NONE</u>	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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 dependent 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."


9-12-19
(date)



(signature)

PRESIDENT
title of signer, if a business)



TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Interim Executive Director

RE: Proposed Resolution 2019-2290; Award of Contract to Mojo Systems LLC for the Procurement of Desktop Computers

DATE: September 11, 2019

SUMMARY:

The Airport Authority's 2019 Capital Budget includes the procurement of computer workstations for all network users. The current inventory of computers is more than five years old and utilizes a Windows 7 operating system, which will eventually be no longer be supported by Microsoft. The proposed new inventory will be up to date models featuring the latest hardware and software technology.

A solicitation for sealed bids was advertised in the July 10, 2019 edition of the *Daily Herald Newspaper*. Five (5) sealed bids were received and opened at 2:00 p.m. on August 6, 2019. Bid results are as follows:

Bidder	Model#1 Qty 20	Total	Model#2 Qty 3	Total
Mojo Systems Seattle, WA	Dell Optiplex 5070	\$14,600	Dell Optiplex 7460	\$3,525.00
Netrix Bannockburn, IL	HP Elite Desk 800 G4 Model	\$17,070.40	HP Elite One 800 G4 Model	\$3,574.65
Computers on the Move Glendale, WI	HP Elite Desk 800 G4 Model	\$17,598.00	HP Elite One 800 G4 Model	No bid
CDW Government Vernon Hills, IL	HP Elite Desk 800 G4 Model	\$18,414.40	HP Elite One 800 G4 Model	\$3,311.16
Adorama Inc New York, NY	HP Elite Desk 800 G4 Model	\$20,433.80	HP Elite One 800 G4 Model	\$3,628.17

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

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Finance, Budget & Audit Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

2019 Capital Budget	\$20,000
Mojo Systems LLC	(\$18,125)
Dell Optiplex 5070 – Qty 20	
Dell Optiplex 7460 – Qty 3	
	\$1,875

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 2019-2290; Award of Contract to Mojo Systems LLC for the Procurement of Desktop Computers.
- ☐ 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 2019-2290; Award of Contract to Mojo Systems LLC for the Procurement of Desktop Computers.

RESOLUTION 2019-2290

Award of Contract to Mojo Systems LLC for the Procurement of Desktop Computers

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 twenty-three (23) desktop computers; and

WHEREAS, the Authority received and reviewed five (5) sealed bids on August 6, 2019; and

WHEREAS, it is apparent that Mojo Systems LLC is the low, responsive and responsible bidder at a cost of \$18,125; 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 Mojo Systems LLC for the procurement of twenty-three (23) desktop computers for a total cost of \$18,125 F.O.B. DuPage Airport; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Interim Executive Director, Mark Doles, to execute said Purchase Order Contract with Mojo Systems LLC and to take whatever steps necessary to effectuate the terms of said Purchase Order Contract.

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

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Herbert A. Getz
Gina R. LaMantia

Michael V. Ledonne
Gregory J. Posch
Donald C. Sharp
Daniel J. Wagner

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2019-2290

**DUPAGE AIRPORT AUTHORITY
DESKTOP COMPUTERS
SOLICITATION NO. 2019-0708**

STATEMENT OF POLITICAL CONTRIBUTIONS

Mojo Systems - Calvin Jacobsen
(name of entity or individual)

N/A

(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>
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<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

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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."

7/12/19
(date)


(signature)

National Acct Mgr
(title of signer, if a business)



TO: Board of Commissioners

FROM: Mark Doles 
Interim Executive Director

RE: Authorization of Proposed Resolution 2019-2291, Authorizing Payment Under a Non-Federal Reimbursable Agreement Between the Department of Transportation Federal Aviation Administration and the DuPage Airport Authority for Air Traffic Control Services at the DuPage Air Traffic Control Tower for the period of October 1, 2019 thru September 30, 2020

DATE: September 11, 2019

SUMMARY:

As a General Aviation Reliever Airport with limited nighttime operations, the DuPage Airport is not automatically entitled to receive federally funded nighttime air traffic controller staffing of the DuPage Airport Air Traffic Control Tower ("ATCT"). Accordingly, since 1998, the DuPage Airport Authority ("Authority") has paid the Federal Aviation Administration ("FAA") for the nighttime air traffic controller staffing of the ATCT, so that the ATCT will be staffed and the airport will not be open and be uncontrolled between the hours of 10:00PM and 6:00AM.

This original decision by the Board to fund the nighttime shift was made for the safety of our customers, tenants, staff, and the surrounding communities and to enhance our ability to attract and retain aviation business.

The only other airports in Chicagoland, besides DuPage, with 24-hour staffed towers are O'Hare and Midway. The FAA fully funds the O'Hare and Midway towers.

This amenity, coupled with our infrastructure, 24-hour staffing of both the Flight Center and aircraft rescue and firefighting station, on-site U.S. Customs Service and snow removal capabilities help to make DuPage Airport the best option for general aviation.

The FAA has a policy that requires an average of 4.0 operations per hour for the nighttime shift (10:00P – 6:00A) to be funded by the Federal Government. Historically, some, but not all of the nighttime hours have an average of 4.0 operations or more at DuPage.

Further, in 2011, the FAA changed their staffing requirements for overnight shifts to require two controllers (a controller and a supervisor) instead of one. This policy change by the FAA almost doubled the potential cost to the Authority and other airports.

These agreements must be coterminous with the Federal Government fiscal year of October 1st thru September 30th.

Traditionally, there was a new agreement produced annually by the FAA. In 2017 the FAA provided, and the Authority approved an agreement with a term of five (5) years with a provision that the new annual cost (October 1st – September 30th) will be provided 90-days prior to expiration by the FAA for review and possible approval by the Board.

The FAA provided their costs for the Federal FY'19 to the Authority on August 22, 2019.

The new annual cost provided by the FAA for their FY'20 is \$633,282.73.

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Finance Committee – this item is on the agenda for review and consideration.

REVENUE OR FUNDING IMPLICATIONS:

Estimated cost to the Authority for the period of 10/1/2019 – 9/30/2020 will be \$633,282.73. This is a proposed 2.2% increase from the previous Agreement.

Last year the increase was 4.2%.

Adequate operating funds are available in the Authority FY 2019 budget to fund this agreement for Oct.-Dec. 2019 and staff will budget the remaining funds required in the FY 2020 Authority budget.

As a standard term with this type of FAA reimbursable agreement, a lump sum prepayment is required of the Authority. Staff will work with the auditors regarding journal entries to expense 25% (Oct. - Dec.) of the amount in our FY 2019 Budget and the remainder in the FY 2020 Budget.

The following is a cost summary of previous agreements:

	Annual Cost	\$ Change	% Change	
2009	\$276,970.64			
2010	\$246,316.09	(\$30,654.55)	-11.1%	
2011	\$343,766.15	\$97,450.06	39.6%	mandate for (2) controllers
2012	\$343,766.15	\$0.00	0.0%	
2013	\$401,765.55	\$57,999.40	16.9%	
2014	\$404,035.62	\$2,270.07	0.6%	
2015	\$477,898.36	\$73,862.74	18.3%	
2016	\$522,101.29	\$44,202.93	9.2%	
2017	\$594,818.00	\$72,716.71	13.9%	
2018	\$619,712.65	\$24,894.65	4.2%	
2019	\$633,282.73	\$13,570.08	2.2%	Proposed

The following is operational data provided by the FAA for both total operations and operations for the nighttime staffing hours funded by the Authority along with revenue directly attributed to night freight operations:

	Total OPS	OPS for the period of 10:00P-6:00A	Nighttime OPS as a % of Total	Revenue from Night Freight OPS
2009	88,131	7,972	9.0%	
2010	89,989	7,590	8.4%	
2011	83,327	6,999	8.4%	
2012	79,866	6,511	8.2%	
2013	74,412	5,033	6.8%	
2014	71,879	4,081	5.7%	
2015	76,499	3,873	5.1%	
2016	100,235	4,350	4.3%	\$121,277
2017	91,217	4,131	4.5%	\$198,596
2018	106,249	3,715	3.5%	\$210,000
2019 est.	est. 121,247	est. 4,278	3.5%	

The night freight operations account for approximately 40,000 gallons of fuel and \$200,000 in revenue annually.

Of the estimated 4,278 operations for the period of 10:00P – 6:00A, approximately 2,050 (48%) of those operations occur from 10:00p -12:00A and can be assumed as regular operations by our based and transient customers. The vast majority of the remaining 2,200+ operations can be directly attributed to freight and air ambulance.

The following is a breakdown of operations for the last 3-years, by hour, for the timeframe funded by the Authority along with the estimated operations for 2019:

	10:00P -10:59P	11:00P -11:59P	12:00A -12:59A	1:00A -1:59A	2:00A -2:59A	3:00A -3:59A	4:00A -4:59A	5:00A -5:59A
2016	1,219	715	318	461	907	204	133	393
2017	1,052	732	372	453	716	214	120	472
2018	944	825	247	381	616	254	86	362
2019 est.	1,109	944	381	416	596	216	88	528
3-yr. Total OPS 16' – 18'	3,215	2,272	937	1,295	2,239	672	339	1,227
3-yr. Average OPS per Hour	2.94	2.08	.86	1.18	2.05	.61	.31	1.12

The majority of nighttime operations occur during the hours of 10:00P-11:59P, 1:00A-2:59A and 5:00-5:59A.

At times during the year, DuPage does average at, or above, the FAA threshold of 4.0 operations per hour for certain periods. Most recently, in July 2019, DuPage averaged 9.35 OPS per hour for 10:00P-10:59P, 6.48 OPS per hour for 11:00P-11:59P and 4.19 OPS per hour for the period from 5:00A-5:59P. Unfortunately, an average of 4.0 operations must be maintained for the entire nighttime shift.

Therefore, to have the tower staffed for the period of 10:00P – 6:00A, the only option would be for the Authority to provide funding.

Staff supports the continued funding of the nighttime staffing of the tower for the safety of our customers, tenants, staff, and the surrounding communities and to enhance our ability to attract and retain aviation business.

STAKEHOLDER PROCESS:

Tenants and customers have cited the 24-hour ATCT as a reason for basing or doing business at DuPage.

LEGAL REVIEW:

Previously, the Authority approved the standard form Non-Federal Reimbursable Agreement utilized by the FAA with minor changes provided by our Legal Counsel. This Agreement provided for a term of 5-years (Oct. 1, 2017 – Sept. 30, 2022) with the only change of annual costs approved by an authorization letter provided by the FAA,

ATTACHMENTS:

- Proposed Resolution 2019-2291, Non-Federal Reimbursable Agreement Between Department of Transportation Federal Aviation Administration and the DuPage Airport Authority to Provide Airport Traffic Control (ATC) Services at the DuPage Air Traffic Control Tower
- Year 3 Funding Letter from the FAA for possible execution

ALTERNATIVES:

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

RECOMMENDATION:

It is the recommendation of the Interim Executive Director and staff that the Board approves Resolution 2019-2291, Authorizing Payment Under a Non-Federal Reimbursable Agreement Between the Department of Transportation Federal Aviation Administration and the DuPage Airport Authority for Air Traffic Control Services at the DuPage Air Traffic Control Tower for the period of October 1, 2019 thru September 30, 2020 at the September 18, 2019 Board meeting.

RESOLUTION 2019-2291

AUTHORIZING PAYMENT UNDER A NON-FEDERAL REIMBURSABLE AGREEMENT BETWEEN THE DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION AND THE DUPAGE AIRPORT AUTHORITY FOR AIRPORT TRAFFIC CONTROL SERVICES AT THE DUPAGE AIR TRAFFIC CONTROL TOWER FOR THE PERIOD BETWEEN OCTOBER 1, 2019 AND SEPTEMBER 30, 2020

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

WHEREAS, on or about September 29, 2017, the Authority entered into a five-year Non-Federal Reimbursable Agreement with the Department of Transportation Federal Aviation Administration for the provision of airport traffic control services at the Authority’s Air Traffic Control Tower (the “Reimbursement Agreement”); and

WHEREAS, the Authority finds that it is in the best interest of the Authority and the general public to continue to provide nighttime staffing of the DuPage Airport Air Traffic Control Tower; and

WHEREAS, the Reimbursement Agreement states that the Federal Aviation Authority (the “FAA”) will annually evaluate the operational, staffing and estimated costs and provide the annual estimate to the Authority; and

WHEREAS, the Reimbursement Agreement requires the Authority to prepay the FAA to provide nighttime staffing of the DuPage Airport Air Traffic Control Tower for the period from October 1, 2019 through September 30, 2020 if nighttime staffing of the Authority’s Air Traffic Control Tower is desired by the Authority; and

WHEREAS, the FAA has provided an estimate to the Authority of \$633,282.73 for the cost of the nighttime staffing of the Authority’s Air Traffic Control Tower for the period of October 1, 2019 through September 30, 2020; and

WHEREAS, the Board of Commissioners of the Authority find that it is in the best interest of the Authority and the general public to pay the estimated amount to the FAA for nighttime staffing of the Authority’s Air Traffic Control Tower.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the payment of \$633,282.73 to the FAA for the Authority’s Air Traffic Control Tower for the period of October 1, 2019 through September 30, 2020, and the Executive Director of the DuPage Airport Authority, is authorized to take whatever steps necessary to effectuate said payment to the FAA.

This Resolution shall be in full force and effect immediately upon its adoption and approval.

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Herbert A. Getz
Gina R. LaMantia

Michael V. Ledonne
Gregory J. Posch
Donald C. Sharp
Daniel J. Wagner

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.

ATTEST:

CHAIRMAN

SECRETARY

RESOLUTION 2019-2291



U.S. Department
of Transportation
**Federal Aviation
Administration**

ATO – Southwest Service
Center
Fort Worth, Texas 76193

August 28, 2019

Mr. Mark Doles
Interim Executive Director
DuPage Airport Authority
2700 International Drive, Suite 200
West Chicago, IL 60185-1685
Email: MDoles@dupageairport.com
Phone: (630) 584-2211

RE: Year 3 Funding for Reimbursable Agreement AJT-ON-CSA-17-GL-001695: “Air Traffic Control Extended Operating Hours at DuPage Air Traffic Control Tower.”

Mr. Doles:

Article 9 of Reimbursable Agreement AJT-ON-CSA-17-GL-001695 between the Federal Aviation Administration (FAA) and DuPage Airport Authority requires annual advance payments for the Agreement. This letter serves as written notification request for Year 3 (Fiscal Year 2020) funding. Article 10 of the Agreement requires that changes shall be made by written modification signed by the authorized representatives of each party. This letter will serve as the written modification to revise the cost in Article 7.

1. Revise the estimated costs in Article 7 to provide annual funds.

ARTICLE 7. Estimated Costs

The estimated FAA costs associated with this modification are as follows:

Description of Reimbursable Item	Estimated Costs (Year 3)
Air Traffic Controller Labor and Overtime for FY2020	\$551,274.89
Labor Overhead	\$82,007.84
Total Estimated Cost	\$633,282.73

Description of Reimbursable Agreement Costs	Adjustment
Total “Estimated Cost” received from the Sponsor for Agreement AJT-ON-CSA-17-GL-001695 including administrative overhead charges for FY2018-2019 are:	\$1,214,530.65
Payment for FY2020 due from the Sponsor	\$633,282.73
The new total “Estimated Costs” for Agreement AJT-ON-CSA-17-GL-001695 including administrative overhead charges are:	\$1,847,813.38

Other than the Articles specified in this letter, the original Agreement remains unchanged.

Please print, sign, and return the letter via email to Brad.Logan@faa.gov to this office for further processing, or mail four (4) signed copies to the following address:

Federal Aviation Administration
Attn: Bradley K. Logan (AAQ-520)
10101 Hillwood Parkway
Fort Worth, Texas 76177

AGREED:


**FEDERAL AVIATION
ADMINISTRATION**


SIGNATURE _____
NAME Bradley K. Logan
TITLE Contracting Officer
DATE _____

DUPAGE AIRPORT AUTHORITY

SIGNATURE _____
NAME Mark Doles
TITLE Interim Executive Director
DATE _____

TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Interim Executive Director

RE: Proposed Resolution 2019-2293; Award of Contract to Anthony Roofing Tecta America, LLC for the Hangar E1 Re-Roof Project

DATE: September 11, 2019

SUMMARY:

The Airport Authority's 2019 Major Maintenance Budget includes a project to replace the roof and insulation on the south portion of Hangar E1. The project involves removing the original metal roof, roof membrane and insulation due to rotting. New metal roof panels will be installed and closed cell spray foam insulation applied inside the hangar bays.



Staff utilized the services of Wight & Company to prepare plans and specifications for this project. A solicitation for sealed bids was advertised in the August 9, 2019 edition of the *Daily Herald Newspaper*. A mandatory pre-bid meeting was held at 10:00 a.m. on August 21, 2019.

Two (2) sealed bids were received and opened at 2:00 p.m. on September 4, 2019. Bid results are as follows:

Bidder	Total Construction Cost
Anthony Roofing Tecta America, LLC Aurora, IL	\$157,879
Crowther Roofing & Sheet Metal, Inc. Romeoville, IL	\$175,000

Upon evaluation of the bids, it is apparent that Anthony Roofing Tecta America, LLC is the low, responsive and responsible bidder. Wight & Company and staff conducted a scope of work interview with Anthony Roofing and confirmed full compliance with project specifications. Anthony Roofing has performed quality work for the Authority in the past.

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

2019 Major Maintenance Budget	\$105,570
Wight & Company (Design & Construction Phase Services)	(\$14,300)
Anthony Roofing Construction Cost	(\$157,879)
Owner's Contingency (5%)	(\$7,893.95)
	(\$74,502.95)

This project is over budget by \$74,502.95 (amount subject to use of owner's contingency). The budget shortfall will be funded by using contingency funds from other cancelled major maintenance projects.

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 2019-2293; Award of Contract to Anthony Roofing Tecta America, LLC for the Hangar E1 Re-Roof Project.
- 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 2019-2293; Award of Contract to Anthony Roofing Tecta America, LLC for the Hangar E1 Re-Roof Project.

RESOLUTION 2019-2293

Award of Contract to Anthony Roofing Tecta America, LLC for the Hangar E1 Re-Roof Project

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 re-roof of Hangar E1; and

WHEREAS, the Authority received and reviewed two (2) sealed bids on September 6, 2019;
and

WHEREAS, it is apparent that Anthony Roofing Tecta America, LLC is the low, responsive and responsible bidder at a total cost of \$157,879; 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 Anthony Roofing Tecta America, LLC for the re-roof of Hangar E1 for a total cost not-to-exceed \$165,772.95, which includes a 5% owner's contingency; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Interim Executive Director, Mark Doles, to execute said Contract with Anthony Roofing Tecta America, LLC 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.

Juan E. Chavez _____
Stephen L. Davis _____
Charles E. Donnelly _____
Herbert A. Getz _____
Gina R. LaMantia _____

Michael V. Ledonne _____
Gregory J. Posch _____
Donald C. Sharp _____
Daniel J. Wagner _____

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.

CHAIRMAN

(ATTEST)

SECRETARY

RESOLUTION 2019-2293

**DUPAGE AIRPORT AUTHORITY
HANGAR RE-ROOF PROJECT
SOLICITATION NO. 2019-0807**

STATEMENT OF POLITICAL CONTRIBUTIONS

Anthony Roofing Tecta America, LLC
(name of entity or individual)

2555 White Oak Circle
Aurora, IL 60502
(address of entity or individual)

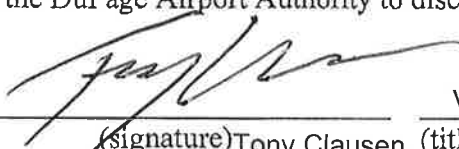
1. List the name and office of every elected official, as that term is defined in the DuPage Airport Authority's Procurement Policy, whom a contribution, exceeding \$150.00 total, was made to in the 24 months preceding the execution of this form. For each elected official, provide, in the space provided,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

9/6/2019  Vice President
(date) (signature) Tony Clausen (title of signer, if a business)

TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Interim Executive Director

RE: Proposed Resolution 2019-2294; Authorizing Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Project Known as: Upgrade Airport Perimeter Fencing Phase II Per 2008 Wildlife Hazard Assessment.

DATE: September 11, 2019

SUMMARY:

On March 20, 2019, the Board approved Resolution 2019-2248; Authorizing the Execution of Design Phase Engineering Services Agreements with CH2M for the Airport Improvement Program Projects Known as: Upgrade Airport Perimeter Fencing Phase II Per 2008 Wildlife Hazard Assessment and Upgrade Airport Perimeter Fencing Phase III Per 2008 Wildlife Hazard Assessment.

The projects will upgrade approximately 22,226 LF of existing airfield perimeter fencing along the northern, southern, and western boundaries of the airport. The upgrade includes removing and replacing the existing 6' fence with 8' fence, installation of wildlife fence skirt, and the installation of a 10' vegetative free zone at the base of the fence. The upgrade will reduce the threat of wildlife from digging under the fence and/or jumping over the fence and entering onto the airfield.



During the design process, the scope of the project changed to incorporate additional work elements including:

- Addition of FAA required barbed wire at the top of the fence.
- Plan revisions required after 100% submission to the Illinois Division of Aeronautics.
- Additional environmental approvals.
- Gate design modifications.
- Identification of local only funded work elements including topsoil removal, aggregate placement and vinyl coated fencing.

Staff is in receipt of Change Order No. 1 from CH2M in the amount of \$25,987.06 to fund the additional design elements, increasing the original authorized not-to-exceed design cost of \$56,518.32 to \$82,505.38.

This Airport Improvement Program project is sponsored by the Illinois Department of Transportation, Division of Aeronautics and the DuPage Airport Authority. The Authority anticipates receiving 74% reimbursement from Federal and/or State funds to complete these services.

PREVIOUS COMMITTEE/BOARD ACTION:

March 20, 2019 Regular Board Meeting - the Board approved Resolution 2019-2248; Authorizing the Execution of Design Phase Engineering Services Agreements with CH2M for the Airport Improvement Program Projects Known as: Upgrade Airport Perimeter Fencing Phase II Per 2008 Wildlife Hazard Assessment and Upgrade Airport Perimeter Fencing Phase III Per 2008 Wildlife Hazard Assessment.

September 18, 2019 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

Change Order No. 1 from CH2M in the amount of \$25,987.06 increases the original authorized not-to-exceed design cost of \$56,518.32 to \$82,505.38. The Authority anticipates receiving 74% reimbursement from Federal and/or State funds to complete these services.

The total project cost is anticipated to be \$1,936,356 of which the Authority's local share is anticipated to be \$494,523.

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 2019-2294; Authorizing Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Project Known as: Upgrade Airport Perimeter Fencing Phase II Per 2008 Wildlife Hazard Assessment.

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 2019-2294; Authorizing Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Project Known as: Upgrade Airport Perimeter Fencing Phase II Per 2008 Wildlife Hazard Assessment.

RESOLUTION 2019-2294

Authorizing Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Project Known as: Upgrade Airport Perimeter Fencing Phase II Per 2008 Wildlife Hazard Assessment

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, on March 20, 2019, the Board of Commissioners of the Authority authorized the Executive Director, David Bird, to execute a Design Phase Engineering Services Agreement with CH2M Hill (“CH2M”) for the Airport Improvement Program Project Known as: Upgrade Airport Perimeter Fencing Phase II Per 2008 Wildlife Hazard Assessment (the “Project”) for a not-to-exceed cost of \$56,518.32; and

WHEREAS, CH2M needed to include additional design elements that have been added to the Project due to unforeseen Federal Aviation Administration requirements; and

WHEREAS, the Authority is in receipt of Change Order No. 1 from CH2M in the amount of \$25,987.06 to fund the additional design elements, increasing the authorized not-to-exceed cost of \$56,518.32 to \$82,505.38; and

WHEREAS, the Authority finds that the cost of Change Order No. 1 is reasonable and the Board of Commissioners deem it to be in the best interest of the Authority to execute Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Project; and

WHEREAS, the Authority anticipates receiving 74% reimbursement from Federal and/or State funds to accomplish said design; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Interim Executive Director, Mark Doles, to execute Change Order No. 1, increasing the original authorized not-to-exceed cost of \$56,518.32 to \$82,505.38; and to take whatever steps necessary to effectuate the terms of said Change Order on behalf of the Authority

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

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Herbert A. Getz
Gina R. LaMantia

Michael V. Ledonne
Gregory J. Posch
Donald C. Sharp
Daniel J. Wagner


Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.


CHAIRMAN

(ATTEST)

SECRETARY

TO: Board of Commissioners

FROM: Dan Barna 
Operations and Capital Program Manager

THROUGH: Mark Doles 
Interim Executive Director

RE: Proposed Resolution 2019-2295; Authorizing Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Project Known as: Upgrade Airport Perimeter Fencing Phase III Per 2008 Wildlife Hazard Assessment.

DATE: September 11, 2019

SUMMARY:

On March 20, 2019, the Board approved Resolution 2019-2248; Authorizing the Execution of Design Phase Engineering Services Agreements with CH2M for the Airport Improvement Program Projects Known as: Upgrade Airport Perimeter Fencing Phase II Per 2008 Wildlife Hazard Assessment and Upgrade Airport Perimeter Fencing Phase III Per 2008 Wildlife Hazard Assessment.

The projects will upgrade approximately 22,226 LF of existing airfield perimeter fencing along the northern, southern, and western boundaries of the airport. The upgrade includes removing and replacing the existing 6' fence with 8' fence, installation of wildlife fence skirt, and the installation of a 10' vegetative free zone at the base of the fence. The upgrade will reduce the threat of wildlife from digging under the fence and/or jumping over the fence and entering onto the airfield.



During the design process, the scope of the project changed to incorporate additional work elements including:

- Addition of FAA required barbed wire at the top of the fence.
- Plan revisions required after 100% submission to the Illinois Division of Aeronautics.
- Additional environmental approvals.
- Gate design modifications.
- Identification of local only funded work elements including topsoil removal, aggregate placement and vinyl coated fencing.

Staff is in receipt of Change Order No. 1 from CH2M in the amount of \$17,939.79 to fund the additional design elements, increasing the original authorized not-to-exceed design cost of \$40,718.24 to \$58,658.03.

This Airport Improvement Program project is sponsored by the Illinois Department of Transportation, Division of Aeronautics and the DuPage Airport Authority. The Authority anticipates receiving 75% reimbursement from Federal and/or State funds to complete these services.

PREVIOUS COMMITTEE/BOARD ACTION:

March 20, 2019 Regular Board Meeting - the Board approved Resolution 2019-2248; Authorizing the Execution of Design Phase Engineering Services Agreements with CH2M for the Airport Improvement Program Projects Known as: Upgrade Airport Perimeter Fencing Phase II Per 2008 Wildlife Hazard Assessment and Upgrade Airport Perimeter Fencing Phase III Per 2008 Wildlife Hazard Assessment.

September 18, 2019 Capital Development, Leasing and Customer Fees Committee – this item is being reviewed by the Committee.

REVENUE OR FUNDING IMPLICATIONS:

Change Order No. 1 from CH2M in the amount of \$17,939.79 increases the original authorized not-to-exceed design cost of \$40,718.24 to \$58,658.03. The Authority anticipates receiving 75% reimbursement from Federal and/or State funds to complete these services.

The total project cost is anticipated to be \$1,271,604 of which the Authority's local share is anticipated to be \$298,500.

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 2019-2295; Authorizing Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Project Known as: Upgrade Airport Perimeter Fencing Phase III Per 2008 Wildlife Hazard Assessment.

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 2019 2295; Authorizing Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Project Known as: Upgrade Airport Perimeter Fencing Phase III Per 2008 Wildlife Hazard Assessment.

RESOLUTION 2019-2295

Authorizing Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Airport Improvement Project Known as: Upgrade Airport Perimeter Fencing Phase III Per 2008 Wildlife Hazard Assessment

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, on March 20, 2019, the Board of Commissioners of the Authority authorized the Executive Director, David Bird, to execute a Design Phase Engineering Services Agreement with CH2M Hill (“CH2M”) for the Airport Improvement Program Project Known as: Upgrade Airport Perimeter Fencing Phase III Per 2008 Wildlife Hazard Assessment (the “Project”) for a not-to-exceed cost of \$40,718.24; and

WHEREAS, CH2M has needed to include additional design elements that have been added to the Project due to unforeseen Federal Aviation Administration requirements; and

WHEREAS, the Authority is in receipt of Change Order No. 1 from CH2M in the amount of \$17,939.79 to fund the additional design elements, increasing the authorized not-to-exceed cost of \$40,718.24 to \$58,658.03; and

WHEREAS, the Authority finds that the cost of Change Order No. 1 is reasonable and the Board of Commissioners deem it to be in the best interest of the Authority to execute Change Order No. 1 to the Design Phase Engineering Services Agreement with CH2M for the Project; and

WHEREAS, the Authority anticipates receiving 75 % reimbursement from Federal and/or State funds to accomplish said design; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the Interim Executive Director, Mark Doles, to execute Change Order No. 1, increasing the original authorized not-to-exceed cost of \$40,718.24 to \$58,658.03; and to take whatever steps necessary to effectuate the terms of said Change Order on behalf of the Authority

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

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Herbert A. Getz
Gina R. LaMantia

Michael V. Ledonne
Gregory J. Posch
Donald C. Sharp
Daniel J. Wagner

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.


CHAIRMAN

(ATTEST)

SECRETARY



TO: Board of Commissioners

FROM: Mark Doles 
Interim Executive Director

RE: Authorization of Proposed Resolution 2019-2297, Authorizing Execution of a Hangar and Office Lease with Exelon Business Services Company, LLC

DATE: September 11, 2019

SUMMARY:

Exelon Business Services Company, LLC ("Exelon") has been a tenant at DuPage Airport since 2012 and in their current location since 2015. Their current lease has an initial term expiration date of January 31, 2020 and includes an option for an additional term of 5-years.

Exelon contacted this office and requested new proposed lease terms ranging from 1-5 years. Proposed terms were sent and Exelon has requested approval of a new 2-year lease

The negotiated lease terms with Exelon and facility statistics are as follows:

Location: 2722 International Drive, Bay #1

Initial Term: Two (2) years

Commencement: February 1, 2020

Termination: January 31, 2022

Total SF: 30,240 SF (24,000 SF Hangar, 6,240 SF Office)

Initial Hangar Rent: \$8.40 per SF

Initial Office Rent: \$13.91 per SF

Abatement: None

Maintenance: Major systems (roof, HVAC, hangar door) maintained by Landlord

Utilities: Paid by Tenant

Taxes: If applicable, paid by Tenant

The lease terms are commensurate with “like” facilities and are at, or above, current market conditions. Further, this lease utilizes the Authority’s standard form with business terms inserted. Authority’s Counsel has reviewed and approved.

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Capital Development, Leasing and Customer Fees Committee - this item is on the agenda for review and consideration.

REVENUE OR FUNDING IMPLICATIONS:

2-Year Lease Term Revenue	\$ 581,416
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Lease revenue over the term is identical to the first two years in the current lease option term and an increase from the rent in the current term.

STAKEHOLDER PROCESS:

Not applicable

LEGAL REVIEW:

This is our standard form lease with the approved business terms inserted and is identical to the lease previously executed with Exelon for their current facility.

ATTACHMENTS:

- Proposed Resolution 2019-2297, Authorizing the Execution of a Hangar and Office Lease with Exelon Business Services Company, LLC. Lease Agreement is not attached.

ALTERNATIVES:

The Board can deny, modify or amend this issue.

RECOMMENDATION:

It is the recommendation of the Executive Director and staff that the Board approves Resolution 2019-2297, Authorizing the Execution of a Hangar and Office Lease with Exelon Business Services Company, LLC at the September 18, 2019 Board meeting.

RESOLUTION 2019-2297
AUTHORIZING THE EXECUTION OF A HANGAR AND OFFICE LEASE
AGREEMENT WITH EXELON BUSINESS SERVICES COMPANY, LLC

WHEREAS, the DuPage Airport Authority (the "Authority"), a special district, is the owner of a hangar commonly known as 2722 International Drive, Bay #1 (the "Facility"); and

WHEREAS, the Authority, as Landlord, and Exelon Business Services Company, LLC, as Tenant, have negotiated a Lease Agreement for the Facility; and

WHEREAS, the Board of Commissioners finds that it is in the best interest of the Authority to enter into said Lease Agreement (attached hereto as Exhibit A); and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby authorizes the execution of the Lease Agreement, attached hereto as Exhibit A, with Exelon Business Services, LLC by the Executive Director, and authorizes the Executive Director to take whatever steps necessary to effectuate the terms of this Lease Agreement.

This Resolution shall be in full force and effect immediately upon its adoption and approval.

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Herbert A. Getz
Gina R. LaMantia

Michael V. Ledonne
Gregory J. Posch
Donald C. Sharp
Daniel J. Wagner

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September, 2019.

ATTEST:


CHAIRMAN

SECRETARY

RESOLUTION 2019-2297



TO: Board of Commissioners

FROM: Mark Doles 
Interim Executive Director

RE: Authorization of Proposed Resolution 2019-2298, Ratifying the Execution
by the Executive Director of Lease Amendment No. 2 to GSA Lease No.
GS-05B-18903 with the Government of the United States of America

DATE: September 11, 2019

SUMMARY:

Staff worked with the General Services Administration (“GSA”) to provide a lease amendment for an existing Government tenant. This issue was very fluid and required the lease amendment to be administratively approved by the Executive Director for acceptance by the GSA. As such, this request is to ratify the actions of the Executive Director.

This lease utilizes the GSA standard form U.S. Government Lease for Real Property (Short Form) previously executed by the Authority for several transactions. The lease is for a total of 4,900 SF commonly known as 2750 North Aviation Avenue, Bay #2. This hangar has been occupied by the Government since 2012. The Lease Amendment extends the lease for a total of three (3) years, firm.

The terms of the three (3) year lease Amendment are as follows:

Tenant: United States of America

Location: 2750 North Aviation Avenue, Bay #2

Commencement: 3/1/2020

Termination: 2/28/2023

Size: 4,900 SF

Rent over the Term: \$141,847

Utilities: Included in Rent

PREVIOUS COMMITTEE/BOARD ACTION:

September 18, 2019 Capital Development, Leasing and Customer Fees Committee – this item is on the agenda for review and consideration.

REVENUE OR FUNDING IMPLICATIONS:

Lease Revenue over the 3-year Term: \$141,847

These proposed lease rates are equal to or above current lease(s) in the building and for “like” facilities on the Airport.

STAKEHOLDER PROCESS:

Not applicable

LEGAL REVIEW:

This is the standard form lease amendment utilized by GSA with the approved business terms inserted. This U.S. Government Lease for Real Property has been utilized and executed by the Authority for previous leases with the Federal Government.

ATTACHMENTS:

- Proposed Resolution 2019-2298, Ratifying the Execution by the Executive Director of Lease Amendment No. 2 to GSA Lease No. GS-05B-18903 with the Government of the United States of America. Lease Amendment is not attached.

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 Resolution 2019-2298, Ratifying the execution by the Executive Director of Lease Amendment No. 2 to GSA Lease No. GS-05B-18903 with the Government of the United States of America at the September 18, 2019 Board meeting.

RESOLUTION 2019-2298
RATIFYING THE EXECUTION BY THE EXECUTIVE DIRECTOR OF GSA LEASE
AMENDMENT NO. 2 TO GS-05B-18903 WITH THE GOVERNMENT OF THE
UNITED STATES OF AMERICA

WHEREAS, on February 22, 2012, the DuPage Airport Authority (the "Authority") and the Government of the United States of America ("GSA") entered into a lease for the building commonly known as 2750 North Aviation Avenue, Bay #2; and

WHEREAS, the Authority, as Landlord, and GSA, as Tenant, have negotiated a Lease Amendment extending the term of the lease between the parties by three years; and

WHEREAS, due to the expediency necessary to enter into the Lease Amendment with the GSA, the Executive Director executed said Lease Amendment on behalf of the Authority; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Authority deem it to be in the best interests of the Authority to enter into Lease Amendment No. 2 to GS-05B-18903 with GSA; and

FURTHER, BE IT RESOLVED, that the Board of Commissioners of the DuPage Airport Authority hereby ratifies the action of the Executive Director, in executing said Lease Amendment attached hereto as Exhibit A, for and on behalf of the DuPage Airport Authority and authorizes the Executive Director to take whatever steps necessary to effectuate the terms of said Lease.

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

Juan E. Chavez
Stephen L. Davis
Charles E. Donnelly
Herbert A. Getz
Gina R. LaMantia

Michael V. Ledonne
Gregory J. Posch
Donald C. Sharp
Daniel J. Wagner

Passed and approved by the Board of Commissioners of the DuPage Airport Authority this 18th day of September 18, 2019.

CHAIRMAN

SECRETARY

RESOLUTION 2019-2298

9. NEW BUSINESS

- o. Proposed Resolution 2019-2299;
Approving Execution of a Mass
Grading Site Access Agreement
between the DuPage Airport
Authority and Seefried Industrial
Properties, Inc.**

Supporting Materials
Provided Under Separate Cover

9. NEW BUSINESS

- p. Proposed Resolution 2019-2300;
Approving the Final Development Plan
of Seefried Industrial Properties, Inc.**

Supporting Materials
Provided Under Separate Cover