

CHICAGO EXECUTIVE AIRPORT

FY 2018

Annual Budget

Fiscal Year Ending
April 30, 2018



An Intergovernmental Cooperative of
The City of Prospect Heights, Illinois and
The Village of Wheeling, Illinois

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Chicago Executive Airport Budget

Fiscal Year Ending

April 30, 2018

Approved

Approved by the Chicago Executive Airport Board - March 15, 2017

Approved by the City of Prospect Heights City Council - March 27, 2017

Approved by the Village of Wheeling Board of Trustees – April 03, 2017

**An Intergovernmental Cooperative of
The City of Prospect Heights, Illinois and
The Village of Wheeling, Illinois**

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Budget Document

The Airport has one enterprise fund, the Joint Airport Fund. The budget basis for this fund is the accrual basis of accounting whereby revenues are recorded in the period in which they are earned and expenditures are recorded in the period in which they are incurred. This basis is the same as our financial statement reporting except for: depreciation and amortization are not included in the budget, and capital outlays and the receipt of long-term debt proceeds are not included in operations within the financial statements. While the Sewer Reserve, the Capital Equipment Reserve and, most recently, the Building Reserve sub-funds are presented in the budget as separate funds, they are combined into the Joint Airport Fund for financial reporting purposes, and the reserve balance information is notated in the footnotes.

The budget is prepared considering historic costs as well as anticipated costs for the coming fiscal year. The budget is developed using a line-item form for each category that details and describes each income and expense item. During the course of the fiscal year, any expense category overages are covered by either contingency amounts or budget surplus amounts in other categories. The Airport Board of Directors and the two municipalities would need to approve any budget adjustment necessary to cover a department or capital budget section that exceeds the approved budget.

The budget document is divided into six components, **Budget Overview, Revenue Budget, Operating Budget, Non-Operating Budget, Capital Budget, and Supplemental Information.**

The Operating Budget is divided into six sub parts: Revenues, Finance & Administration Expenses, Operations & Maintenance Expenses, Interest Income, Other Expense, and Debt Service. This division was done so that the Airport can more accurately determine the cost of services in the future.

Executive Review

Operating income is operating revenues less operating expenses. It does not include the purchase of capital items or the expense of depreciation and amortization. Operating income is budgeted to increase in FY18 by \$160,898 even with the increased on Operating Expense. This increase is due to increasing revenues. Revenues and expenses are detailed below.

Revenues: FY18 total budgeted revenues are \$4,217,374 which is a \$212,211 (5.3%) increase from FY17. The CPI increase of 1.86% was instituted for almost all fees.

Expenses: The operating budget is comprised of two departments, Finance & Administration (F&A) and Operations & Maintenance (O&M). Total budgeted operating expenses for the combined departments are expected to increase slightly, \$51,313 (1.71%) over FY17.

Interest Income: The budget shows a large increase in interest income from \$3,580 to \$5,350, an increase of \$1,770. This is reflective of the large deposit we received relating to a hangar lease extension in late FY16. Without this deposit, this category would remain flat as the market continues to reflect the low rates of return on investments in the flat rate environment.

Debt Service: Budgeted debt service expense is expected to decrease by \$8,304, from \$437,224 to \$428,920, mainly due to the principle reduction from entitlement funds of \$148,500 and the declining loan/note balances as the principal is paid down each month. No new debt is planned.

Reserves: As in previous years and continuing in the FY18 budget; the sewer revenues generated on the field will go directly into the Sewer Reserve sub-fund. This began in FY14. Last year, a sewer pipe was replaced and all necessary funds came from this fund. This year's transfer to our Capital Equipment Reserve Fund (CERF) is \$250,000. This amount is the same as what was transferred in FY17. A new piece of snow removal equipment was purchased in FY17 and, like the sewer fund, all necessary monies were taken from the CERF fund and had no impact on operating expenses. Our third fund, created in FY16, is an additional Reserve Fund for new buildings. \$250,000 was transferred into this fund in FY17 and again, the same is budgeted to be transferred to the Building Reserve in FY18.

Capital "A" Projects: The total cost of all the projects is estimated at \$7,244,805, of which the Airport's local share expected to be \$619,865 with offsetting grant revenue of \$1,255,000. Our big project this year is the construction of the Lima 1 Bypass Taxiway. Much of the cost of this project has the State paying the contractor directly so funds do not pass through us. A line item for the purchase of property adjacent to the airport boundary is included in the Capital "A" project list. If a deal is agreed upon, initially, the airport would have to purchase this property outright and seek reimbursement from the FAA. Additional funds for Phase 2 of the Master Plan are included in the Capital "A" project list as well as funds for the continuation of the Part 150 Noise Exposure Map update.

Unrestricted Net Assets Available: The Airport Business Plan requires that the Airport maintain an unrestricted net asset balance equal to 3 months (25%) of the current year's budgeted operating expenses, which would be \$762,447 (\$3,049,790 x 25%). The Airport's estimated running balance at April 30, 2018 of \$1,361,601 will be sufficient to cover this requirement.

Staffing, Compensation & Benefits

There have been no new additions to the staff in FY17 so we are moving into FY18 with the same staff in place. For FY18 there is no provision to add an Assistant Director. We added a new staff position in FY17, the Assistant Operations Coordinator. We may need an Assistant Director at some point in the future but not for FY18. Staff counts therefore, are expected to decrease by 1 from 15.59 FTE's (Full Time Equivalents) in FY17 to 14.59 FTE's in FY18. Personnel compensation has been budgeted using a CPI increase of 1.86%. Provisions have also been included to provide for up to a five percent merit increase for those employees who have not reached the top of their pay grade and whose performance justifies such action.

Employee Benefits consist of health, life and disability insurance, retirement plan, and the Airport's share of FICA and Medicare taxes. Health insurance has been budgeted to include an expected 5.0% increase.

Airport staff will be comprised of one Executive Director, one Chief Financial Officer, one Executive Secretary, one Accountant, one Administrative Assistant, one Operations Coordinator, one Assistant Operations Coordinator, one Lead Maintenance Worker, five Maintenance Technicians, five Seasonal Maintenance Technicians and one Management Intern. All positions are full time with the exception of the seasonal maintenance technicians. The Executive Director reports to the Airport Board of Directors.

Detailed Budget Analysis

Revenues

Revenues are budgeted to increase \$212,211 from what was budgeted the previous year. The increase is due to both expense reduction and increases in revenues. An increase in Fuel Flowage Fees for FY18 is expected to add approximately \$90,000 to revenue. Long-term leases, T-hangar rentals and most other revenues incurred a CPI increase of 1.86%. The Airport uses figures from the Bureau of Labor Statistics Table (CPI-U) Chicago-Gary-Kenosha, IL-IN-WI, all items 1982-84=100, CUURA207SA0, for its calculations.

Long-term lease revenues comprise 54% of the total revenues generated on the Airport and, like nearly all Airport revenues, receives an annual CPI increase, depending on the language in the lease. The FY18 budget includes a partial year of new tenant revenue for a hangar on the Charlie pad.

Fuel flowage fees comprise 20% of budgeted revenues. Fuel flowage is a per gallon fee calculated on the number of gallons of aviation fuel purchased by the Airport FBOs. Using an average volume over the past several years, fuel flowage revenues are expected to increase this year from \$762,000 to \$852,000; actual gallons dispersed is expected to remain flat at an estimated 4.75 million gallons. The number of flights flown remains flat, plus newer aircraft are more fuel efficient, reducing overall fuel needs. Additionally, some airport tenants purchase fuel at nearby airports that do not have the tax burden imposed by Cook County. Fuel flowage is quite unpredictable and is budgeted conservatively.

Tiedown and T-hangar fees comprise about 9% of budgeted revenues. All of the 20 southwest and nearly all of the 48 newer northeast T-hangars were rented as of March 1, 2017, with just one vacant. Our budgeted revenues are conservative and assume that one unit in the SW Ts will be vacant for three months and one unit in the NE Ts will be vacant for 12 months. We expect little, if any, increase in the number of tie down tenants, as demand is stagnant.

In FY14, the airport received a One-time Revenue of \$350,000 for a payment under a land purchase agreement. Related to this transaction, another pending revenue is an annual Access Fee which is directly offset against monies owed by the Airport on the purchase of a property. The offset is included in Capital Outlay-Other. This offset in FY18 is expected to be \$15,513. This amount is adjusted by CPI annually and will continue for nine or ten years. Once the purchase funds are exhausted this will become a revenue item.

Operating Budget

The operating budget is departmentalized by function – Finance & Administration and Operations & Maintenance. Expenses for the combined departments is expected to increase \$51,313, or 1.71% compared to FY17.

Finance & Administration Department

FY18 budgeted Finance & Administration expenses are \$1,604,871, which is down \$40,246, or 2.45%, from FY17.

Personnel: The Personnel section's decrease of \$47,673, from FY17's \$638,887, is primarily due to the removal of the Assistant Director from the budget. The rest of the salaries include a 1.86% CPI salary adjustment and applicable taxes and benefits. We are estimating a 5.0% increase in health insurance costs, which will change in July.

Services and Supplies: This category is up slightly by \$4,627, from \$572,630 to \$577,257. The main reason cannot be attributed to any one line item. Some are down and others are up. Most other line items remain flat to last year.

Other: This category shows an expense increase of \$2,800, from \$433,600 in FY17 to \$436,400 for FY18. We are expecting an increase of \$8,300 due to anticipated increases in NBAA expenses but also are expecting a decrease in Customs expenses of \$8,000 to reflect historical averages. As part of an aviation educational initiative, representatives of the Board and Public Officials of our two communities are planning on attending the NBAA National Convention in Las Vegas. Also, we will again exhibit at the convention this year. Representatives of the airport will again be exhibiting and attending the NBAA Dispatcher's conference in Long Beach this year.

Operations and Maintenance Department: Overall, expenses are up by \$91,559, or 6.77%, from \$1,353,360 in FY17 to \$1,444,919 in FY18. The bulk of this increase is in the personnel section.

Personnel: this section's increase of \$65,004 to \$803,619 reflects the salary and benefits for eight full-time and four seasonal personnel, with a 1.86% CPI salary adjustment and increased applicable taxes and benefits. We are estimating a 5.0% increase in health insurance costs, which will change in July. Several training opportunities have been budgeted for the maintenance staff, some of which will require travel.

Services and Supplies: up to \$611,300 from \$584,745 for FY18. The EPA has indicated we will need to use a different dry chemical next winter and it is much more expensive. Outdated equipment is being replaced this year. Equipment maintenance is expected to increase as well. We will continue to reduce or shop for the lowest costs where possible.

Non-Operating Budget Items

Interest Income: The budget shows a large increase in interest income from \$3,580 to \$5,350, an increase of \$1,770. This reflects the large deposit we received relating to a hangar lease extension in late FY16. Without this deposit this category would remain flat as the market continues to reflect the low rates of return on investments in the flat rate environment.

Other Expense: Bank Fees should be relatively flat to FY17. Surplus items listed for sale impact this line item.

Debt Service: We expect an interest expense decrease of \$10,798, from \$118,018 to \$107,220. In FY17. Historically we have received entitlement monies of \$148,500 and these monies have been applied to the principle balance on the Northeast T Hangar loan. We expect this to happen again in FY18 so the same will be done. The rest of the decline is due to the decreased interest costs on the declining loan/note balances as the principal is paid down each month. No new debt is planned.

Capital Budget

The Capital Budget includes expenses for Capital items (Improvements, Construction and Outlay), and Grant Service (“A” Projects).

There are four categories of Capital expenditures: Capital Improvements, Capital Construction, Capital Outlay, and Grant Service. In all categories, the expected expense must be in excess of \$2,000 to be included. With the exception of Grant Service, the capital items are fully-funded internally by the Airport. A Capital Improvement is a cost for an improvement on an already existing asset of the Airport. In contrast, a Capital Outlay is for the purchase of a new asset; except for buildings. Capital Construction is for buildings and major building improvements. Grant Service projects are only partially-funded by the Airport with additional State and Federal funds providing the remainder of the funding. Projects in this category are taken directly from the Transportation Improvement Program (TIPs) submitted annually to the Illinois Department of Transportation, Division of Aeronautics (IDOT), for projects eligible for state and federal grant funding. Illinois is one of 10 states that participate in the State Block Grant Program. Under this program, the State assumes responsibility for administering Airport Improvement Program (AIP) grants at general aviation and “other than primary” airports. Each State is responsible for determining which locations will receive funds for ongoing project administration.

This year’s budget includes the following subcategories as follows:

Capital Improvements: Capital Improvements consists of \$40,000 for facilities improvements, \$20,000 for fence/gate/landscaping projects, and \$150,000 for pavement/sewer projects.

Capital Construction: \$20,000 has been budgeted for Administration Building improvements and \$250,000 is earmarked for design of a new Administrations Building and Customs & Border Protection Facility.

Capital Outlay: No capital expense is planned for Office equipment. The vehicles subsection, \$16,000, includes purchase of a ramp snow plow blade. Shop Equipment includes; \$20,000 for cable locators and 9,000 for a hydraulic hose making machine. Future includes the \$15,513 annual offset to a property purchase related to the 94th Aero Squadron sale. An additional \$1,300,000 has been allocated to this category. The Airport has several Capital projects in mind but cannot do all of them. This funding will allow the Airport to do those the Board approves.

Grant Service: This information has been taken from the 12/12/16 Final Submittal of the Transportation Improvement Program: Airports FFY2018-2022. Some years ago,

Congress reduced funding levels for future projects from 95% to 90%. The State of Illinois increased their funding to 5% from 2.5% to make up half of the reduction. This changed the Airport's funding to 5% instead of the previous 2.5%.

We have budgeted \$619,865 for the local share of Airport Improvement and State Grants for the "A" Projects. We are uncertain if any of these projects will be funded by the state and federal government, but they are still being budgeted. The construction resulting from these projects will continue to enhance the safety of this already safe Airport.

Continuing in this year's Grant "A" budget are Estimated FY18 Revenues. Many, but not all, of the projects require the State to pay the Airport and then we, in turn, pay the contractor, whereas, previously the State paid the contractors directly. We will show these payments received as grant revenue. Although the Airport's final cost should be 5% of the total project cost, some of revenues listed for the projects are short of offsetting 95% of the cost. We cannot be certain that, for each listed project, the revenues will all be received in FY18, so we have reduced our estimated grant revenue budget. Another issue with grant revenue is that the FAA directed the State to implement a 10% funds holdback program as an incentive to encourage timely submittal of project closeout paperwork. The holdback funds are supposed to be released upon finalization of the project, which will delay receipt of the Airport's reimbursement funds, and most likely will not be in FY18.

The "B" projects are listed in the budget for informational purposes only and are not included in the expense numbers. It is highly unlikely that any of them will be funded.

"C" category projects are those projects which have already been paid for by the Airport and we are hoping to receive reimbursement from the FAA and State of Illinois. At this time, we have no "C" category projects. If we had, there would be little likelihood of these funds being received in FY18, so they would not be included in the budget numbers.

Other: In the FY17 Budget, a Grant-GA Entitlement was not listed as expected revenue. Grant-GA Entitlement amounts are available only if the FAA budget reaches a certain level. For FY18, it is uncertain whether or not these funds will be received so they are not included in the budget. All GA Entitlement Funds received will be used to pay down the NE T-hangar note principal, so there is no effect on the budget.

Reserve Funds

Sewer Reserve Sub-Fund

A Sewer Reserve sub-fund was established by the Airport Board in FY12 to allow for the future repair and maintenance of both the sanitary sewer and storm water systems without the issuance of debt. To reduce future costs, the sanitary sewer line was extended during the construction of Hangar 42 in 2012, in anticipation of the eventual construction of Hangar 43 in the same area. There are no proposed plans for a Hangar 43 at this time. Beginning in FY14, sewer and storm water related revenues were deposited directly into the Sewer Reserve Sub-Fund. This practice

continued in subsequent budget years and will do so into the future. Approximately \$30,000 in revenue is expected to be generated from various sewer fees on the airfield in FY18.

\$100,000 was budgeted to be used out of this fund in FY17 to replace an aging sanitary sewer line running near the motel on the east side of the Airport. Upon completion of the project, about half of the budgeted amount was spent. No new sewer projects are planned in FY18.

It is expected the balance in the Sewer Reserve Fund at the end of FY18 will be approximately \$455,000 after income and expenses.

Capital Equipment Replacement Sub-Fund

The Capital Equipment Replacement Sub-Fund (CERF) was formally established by the Airport Board of Directors in FY13. In order to avoid the issuance of debt, this sub-fund is used to set aside money for capital equipment. As the six major Airport pieces of snow removal equipment age, they are being refurbished to extend their useful life, hopefully by 10 or more years. However, they cannot last indefinitely. The estimated cost of replacing the three older snow brooms is \$700,000 each, the snow blower is \$400,000, and the two snow plows/sprayer/spreaders are \$300,000 each, which totals \$3,100,000. The plan is to have sufficient capital equipment reserves in place to cover the future replacement of these vehicles. We purchased a new snow broom in FY17. \$700,000 was budgeted to be used from the CERF fund to accomplish this. Actual expense is approximately \$600,000. At the close of FY17, the fund will have approximately \$429,000. Our normal transfer to the CERF fund is \$250,000 and this year's budget is calling for the same amount.

The Capital Equipment Reserve Fund is expected to have a balance of approximately \$682,000 at the end of FY18 after income and expenses.

Building Reserve Sub-Fund

A new Building Reserve fund was established in FY16. This fund operates like our other sub-funds and allows the airport to set aside monies for future improvements. This fund will be for building construction and airport improvements per the Board's discretion. Normally the transfer to this fund would be \$250,000 and this year's budget is calling for the same amount.

The Building Reserve Fund is expected to have a balance of approximately \$622,000 at the end of FY18.

Operating and Reserve Funds Available

The Airport uses a Joint Airport Fund for its operating activities. Revenues are deposited into this fund and operating expenses are drawn from it.

The working capital projected as of April 30, 2017, plus those amounts to be realized during FY18, will fund the budgeted operating and capital outlays, and will provide a minimum balance to allow the Airport to operate. The Airport's Business Plan requires that the Airport maintain an unrestricted net asset balance equal to 25% of the current year's budgeted operating expenses, which would be \$762,447 ($\$3,049,790 \times 25\%$), plus the capital improvement, capital outlay & capital construction balances totaling \$1,790,585, plus \$500,000 in reserve transfers, plus sufficient funds to meet the local share requirements of the Grant Service "A" list approved projects for the year.

The Business Plan also requires that operating expenses not exceed 90% of revenues. With expected revenues to be \$4,217,374; total operating expenses of \$3,049,790 are 72% of revenues.

Debt Obligations

We expect an interest expense decrease of \$10,798 to \$107,220, mainly due to the decreased interest costs due to declining outstanding loan/note balances.

In January 2004, the Airport, through its owning communities, entered into a loan arrangement with an area national bank for a loan totaling \$1,237,000 for the purpose of constructing two buildings containing 10 small T-hangars each in the SW quadrant of the Airport. Repayment of the loan began in January 2005 with a 20-year period amortization period. The interest rate is variable to be reset every 5 years. Staff efforts allowed us to reprice this loan in May 2015 from 4.74% to 3.65%. The loan interest rate is priced by using the 5-year Treasury rate, adding 3.00% and adjusting the result for our tax-exempt status. Airport revenues generated by the new hangars will cover the required debt service over the period of the loan.

A revenue anticipation note for \$4,700,000 was issued in December 2006 by Northbrook Bank for the Village of Wheeling, one of the owning communities, to fund a portion of the purchase price of land designated as a runway safety area (RSA) for the Airport. The note was reduced by \$1,500,000 in November 2008 and refinanced in April 2010 for 10 years with a balloon payment upon maturity. The Airport received a grant in April 2011 that was used to pay down \$984,426 of the principal, thus reducing interest cost. Staff efforts also effected an interest rate reduction on this note. The interest rate on this note was repriced from 4.17% to 3.25% in May 2015

Also in April 2010, a construction loan from Northbrook Bank of \$2,300,000 was negotiated for the construction of six buildings containing 48 T-hangars in the NE quadrant. This note was interest only until June 1, 2011, when payment of both monthly principal and interest was required. The note matures in May 2020 with a balloon payment upon maturity. Through staff efforts, interest rate on this note also repriced from 4.17% to 3.25% in May 2015.

No general obligation bonds of either airport-owning community have been issued for the above borrowings, and no new loans or notes are planned to be issued at this time. The two T-hangar projects generate sufficient revenue to cover the principal and interest costs, plus operating expenses. The RSA note property is vacant land and is being rented for truck trailer storage. This generates approximately \$30,000 per year to help offset the approximately \$200,000 annual debt service payment. Airport staff are working with the FAA to obtain additional purchase cost reimbursement that would be applied to the outstanding debt.

**Chicago Executive Airport
Total FY18 Budget**

	FY17 Est Actual	FY17 Budget	FY18 Budget	FY17 vs FY18 Budget Change
OPERATING BUDGET:				
Revenues	\$ 4,150,443	\$ 4,005,163	\$ 4,217,374	\$ 212,211
Expenses:				
Administration Department	(1,351,417)	(1,645,117)	(1,604,871)	(40,246)
Operations and Maint Dept	(1,243,952)	(1,353,360)	(1,444,919)	91,559
Net Operating Expenses	(2,595,369)	(2,998,477)	(3,049,790)	51,313
Operating Income:	<u>1,555,074</u>	<u>1,006,686</u>	<u>1,167,584</u>	<u>160,898</u>
Other:				
Other Income	5,149	3,580	5,350	1,770
Other Expense	14,329	(4,200)	(4,200)	-
Debt Service	(436,950)	(437,224)	(428,920)	8,304
Total Other	(417,472)	(437,844)	(427,770)	10,074
Revenues less Net Expense	<u>1,137,602</u>	<u>568,842</u>	<u>739,814</u>	<u>170,972</u>
Transfers to Reserves-Sewer	-	-	-	-
Transfers to Reserves-CERF	(250,000)	(250,000)	(250,000)	-
Transfers to Reserves-Building	(250,000)	(250,000)	(250,000)	-
Net	<u>637,602</u>	<u>68,842</u>	<u>239,814</u>	<u>170,972</u>
CAPITAL BUDGET:				
Capital Improvement	168,942	150,000	210,000	60,000
Capital Outlay	82,615	131,400	45,000	(86,400)
Capital Construction	38,759	420,000	220,000	(200,000)
Capital A Projects (Local Share)	489,616	916,338	619,865	(296,473)
Capital Future	17,271	15,188	1,315,585	1,300,397
	<u>797,202</u>	<u>1,632,927</u>	<u>2,410,450</u>	<u>777,523</u>
Less: Grant Revenue	(983,642)	(1,560,367)	(1,255,000)	305,367
Less: Capital Financing	-	-	-	-
Net Capital Budget	(186,440)	72,560	1,155,450	1,082,890
Funding (from)/to Reserve Funds	<u>824,042</u>	<u>(3,718)</u>	<u>(915,636)</u>	<u>(911,918)</u>
NET	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Operating Revenues

FY18 Budget

Line Item Detail within Category

	FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
40000.00 Long Term Leases -	\$ 2,282,923	<u>2,260,113</u>	<u>2,289,719</u>	<u>(6,797)</u>

Long term revenue is derived from leases with a term of more than one (1) year. These leases are comprised of hangar, building and ground leases. To the extent possible, lease rents increase annually with the CPI. Following are the leases presently in effect and proposed to be in effect during FY18. We are using a CPI increase of 1.86% for FY2018.

The FY17 ground lease rate is \$0.6645. FY18 will be \$0.6728.

Property	FY18	Projected	FY17
Hangar #5 & #6	405,460	399,643	399,645
Hangar #8	180,642	179,157	178,051
Hangar #9	339,029	334,159	334,167
Hangar #10	264,273	260,477	260,483
Hangar #11	- 1	-	84,000
Hangar #13-revenue split	4,800	4,722	4,000
Ground Lease - ACCO	7,685 2	7,685	7,685
Ground Lease - Hangar 15	70,681 3	69,390	69,684
Ground Lease - Hangar 16	37,363 3	36,680	36,597
Ground Lease - Hangar 18	45,413	44,472	44,367
Ground Lease - Hangar 19	67,186	66,088	66,018
Ground Lease - Hangar 20	37,733	37,213	37,562
Ground Lease - Fuel Farm	2,901	2,860	2,884
Ground Lease - Hangar 40	122,714	120,707	120,580
Ground Lease - Hangar 41	82,990	81,599	82,534
Ground Lease - Hangar 42	87,196	85,770	85,680
Ground Lease - Motel Parking Lot	3,000 4	2,000	2,000
Ground Lease - SFS Ramp	78,427	77,341	76,926
Ground Lease - SFS Terminal (24)	188,491	187,290	185,882
Ground Lease - Hawthorne FBO	235,233	232,359	230,474
Ground Lease - Hawthorne New Prope	41,205 5	-	-
Ground Lease - Stery Trucking	30,500	30,500	30,500
	2,332,923		<u>2,339,719</u>
Less: Rent Reserve	<u>(50,000)</u>		<u>(50,000)</u>
	2,282,923		2,289,719

1) Old tenant moved out in August 2015. This Hangar is now a Short-Term Rental

2) CPI increase only done every five years. Adjusted for FY16 next adjustment FY21.

3) Leases on Hangars 15 & 16 were sold to the tenant. The leases above are ground leases only.

4) A new lease on this property began in FY16. Ground Lease was abated until January 2017. This will be increased by \$1,000 in January 2018.

5) Occupancy is expected to occur in January 2018. Lease income is January through April

Operating Revenue Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
<u>Fuel Flowage Fees</u>	\$ 852,000	876,409	762,000	90,000
Fees received from fuel flowage were adjusted in FY17. The estimates are based on the past several years of Fuel Flowage. Fuel Flowage rate is \$0.15 for on Airport fueling and \$0.30 for off Airport fueling. Fuel flowage is paid when the fuel is put into the FBO fuel tanks, not into the aircraft.				
40460.01 JetA-On Arpt, 4.75MM gal @ \$.15	712,500	746,431	615,000	
40460.03 JetA-Off Arpt, 375,000 gal @ \$.30	112,500	104,449	120,000	
40460.02 100LL, 180,000 gal @ \$.15/gal.	27,000	25,529	27,000	
<u>T-Hangars -</u>	\$ 398,034	394,735	\$ 390,471	7,563
Rents are adjusted by the CPI change of 1.86%				
SW-Bldng 50 rent per month \$4,748, bldng 51 = \$5,623, possible total \$10,371, annual \$124,452.				
NE-40 small, 6 medium, and 2 large units; possible monthly rent of \$23,416, annual of \$280,992.				
Subtracting a vacancy rate of 3 months of 1 unit avg for SW (\$1,556) and 1 full unit of NE (\$5,854).				
40200-01 SW T-hangars	122,896	122,098	120,550	
40200-02 NE T-hangars	275,138	272,637	269,921	
<u>40550.02 U.S. Customs Service -</u>	\$ 275,000	265,524	275,000	-
U.S. Customs inspection service - this is a break-even service we provide to CEA users.				
<u>40100.00 Short Term Rental -</u>	\$ 185,181	162,877	155,999	29,183
Hangar #4 & #7 month-to-month rental, adjusted by CPI increases back to the lease start dates.				
Eclipse	152,145	142,041	140,778	
SFS	13,836	13,836	15,221	
Hangar #11	19,200	7,000		
Hangar #11 was budgeted as a Long-Term Rental in FY2017				
<u>Tie-Downs -</u>	\$ 32,448	33,594	30,375	2,073
Area 2 expected rent for FY18, 25 spots @\$104 = \$31,200				
We do not anticipate an increase in the number of tie-down tenants at this time.				
40310.02 Area #2	31,200	32,472	30,375	
40310.03 Area #3	1,248	1,122	-	
All aircraft occupying Area #3 have been relocated to Area #2				

Operating Revenue Budget

	FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
Permits/Fees -	\$ 70,298	68,982	46,865	23,433
Revenue derived from monthly Commercial Operating Permits (COP), which were subject to the CPI increase of 1.86%. Air taxi is terminal chg \$32 per flight, plus monthly COP of \$81.				
40470.01 COP 7 @ \$81	6,845	6,720	5,759	
40470.01 COP 2 @ \$380	9,119	8,832	8,942	
40470.01 COP 25 @ \$163	48,893	48,000	26,876	
40470.01 COP 1 @ air taxi (3 months)	2,500	2,544	2,500	
40470.02 SFS - 2 Vehicle @\$106, 6 Fuel @\$210	1,472	1,444	1,754	
40470.02 Atlantic - 4 Fuel @\$210	840	824	416	
40470.02 Hawthorne - 3 Fuel @\$210	630	618	618	
40007.00 Easement Fees	\$ 28,304	27,767	28,086	219
Waste Management-stormwater, drainage & detention easement fee, adjusted for CPI increase.				
40490.01 Access Fee	\$ 15,513	15,279	15,188	325
Access Fee Agreement is in place, due annually for the term of the agreement. The first \$180,000 in payments to be offset against the Airport's purchase of an adjacent property, then due in cash. Subject to annual CPI increase. FY2018 Balance to offset \$119,207				
40550.09 Sign Rental	\$ 4,152	4,104	4,104	48
CPI increase of 1.86%. Monument sign rental-SFS @ \$346				
	4,152	4,104	4,104	
Other -	\$ 70,021	39,518	\$ 3,856	66,165
Revenue from other miscellaneous sources (parking decals, plan fees, flag sales, etc). The fuel management fee is for the use of the Airport's vehicle fueling station.				
40550.01 Fuel mngmt (CPI + 1.86%) \$268 mthly	3,216	3,156	3,156	
40550.04 Other Miscellaneous	3,000	3,629	500	
40550.04 Deferred Revenue - Lease Ext. Agrmt	45,455	15,152	-	
40550.04 Deferred Revenue - SFS 94th Access	17,500	17,500	-	
40550.05 Waiting List Fees (cancellations)	100	-	100	
40550.08 Airfield Access / Parking decals	750	81	100	
40500.00 Late Charges -	\$ 3,500	1,541	3,500	-
Late charges are generally assessed at 10% per month for all T-hangar and most larger tenant leases.				
Total Revenues	\$ 4,217,374	\$ 4,150,443	\$ 4,005,163	212,211
% Change from FY17 Budget	5.30%			

**Administration Department
FY18 Budget**

Line Item Detail within Category

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
Personnel Services				
50400.10	380,000	365,244	408,000	(28,000)
Salaries of five full-time existing department personnel FY17 Included a partial year salary for a potential Assistant Director				
50300.05	19,500	-	19,500	-
Salary for one management intern. One employee at \$15.00/hr. for 52 weeks @ 25 hours/week.				
50200.05	4,000	3,083	4,000	-
Overtime costs as required for non-exempt employees of department.				
	13,850	11,130	13,850	-
Service Awards/Recognition				
50700.10	9,000	8,013	9,000	
50700.10	300	300	300	
50700.15	1,000	400	1,000	
50700.17	300	250	300	
50700.17	2,500	1,667	2,500	
50700.20	750	500	750	
Pay for 1 employee with greater than ten (10) years of service at \$500 and one employee with greater then five (5) years of service at \$250.				
	37,337	31,578	39,479	(2,142)
Payroll taxes -				
Payroll taxes as follows:				
50500.05	31,116	26,115	33,258	
50500.15	6,221	5,463	6,221	
	82,801	85,431	98,822	(16,021)
Insurance -				
Premiums for employee insurance, provided by the Airport. Wheeling is projecting a 5.0% insurance increase; renewal date is July 1st.				
50100.03	-	-	-	
50100.05	5,250	4,526	5,960	
50100.15	77,551	80,905	92,862	
	18,426	16,767	19,936	(1,510)
Retirement Contribution -				
Full time employee Retirement Contributions @ 4.5% of pay.				
50600.05	17,426	15,767	18,686	
50600.15	1,000	1,000	1,250	

Administration Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
<u>Training -</u>	6,500	363	6,500	-
50800.10 Training-Other	500	363	500	
50800.11 Education reimbursement	6,000	-	6,000	
50400.05 <u>Board/Community Reimb</u>	28,800	27,950	28,800	-
Stipends for six Airport Board of Directors at \$250 each for 12 meetings. The Chairman receives \$400 per meeting for 12 meetings. Each community receives \$3,000 per year for admin costs.				
50400.05 Community Reimbursement	6,000	6,000	6,000	
50400.05 Board stipends	22,800	21,950	22,800	
Total Personnel Services	591,214	541,546	638,887	(47,673)

SERVICES AND SUPPLIES

<u>Airport Meetings</u>	15,000	16,875	13,000	2,000
Provisions and costs incurred for in-house, BOD meetings, and staff purposes. One community joint meeting tentatively scheduled for the fall.				
54060.15 Airport Meetings	10,000	9,926	10,000	
52120.20 Joint Meetings (dinner)	5,000	6,949	3,000	
<u>Audit Services -</u>	18,575	17,045	18,075	500
52060.05 Cost to perform the annual audit	13,500	12,050	13,675	
52060.05 Single audit cost (if necessary)	4,675	4,625	4,000	
52060.10 GFOA CAFR (400) award fees	400	370	400	
52090.05 <u>Building Repairs -</u>	3,000	1,070	3,500	(500)
Cost for minor repairs or modifications of the administration office.				
<u>Computer & Software</u>	31,000	35,604	30,875	125
54050.01 Computer Hardware & Supplies	-	-	-	
54420.05 Software & maint	7,500	5,735	7,575	
Accounting, Timberline, Qquest timeclock, FAS				
52210.05 Office network maintenance	20,000	26,797	19,800	
Backup service and monthly managed IT				
52540.05 Web hosting/internet service	3,500	3,072	3,500	

Administration Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
<u>Conf and Meeting Registration</u>	5,945	3,407	4,550	1,395
Registration fees for conferences, seminars, and lunch meetings (Chamber).				
52120.05	AAAE-Conf - Jamie	800	795	800
52120.05	AAAE-Ops Conf - Jamie	400	395	
52120.05	AAAE-CM Academy - Scott	1,895	-	500
52120.05	AAAE-GA Issues Aug 22-23 - Jamie		-	
52120.15	IGFOA Conf (Bloomington) 1	350	283	350
52120.16	CABAA Meetings-monthly	400	156	400
52120.17	IL Aviation Conf (Champaign, IL)	300	205	700
52120.19	IPAA Fall Conf (Galena) 3	1,000	925	1,000
52120.25	Meetings & Luncheons	800	648	800
	<u>Consultants -</u>	20,000	15,623	27,000
52510.08	Storm water consultant (SME)	10,000	10,642	7,000
52540.20	Consultant - special projects	10,000	4,981	20,000
FY17 Includes funds for noise consultant not present in the current year budget				
52180.10	<u>Engineering Services -</u>	60,000	59,720	60,000
Costs for professional engineering services rendered by an outside engineer.				
54090.05	<u>Equipment</u>	4,750	500	2,000
Administrative equipment and furniture purchased that cost less than \$2,000, individually. Includes new shipping container / table display for exhibit booth (\$1,400) and new banner (\$250) Includes new monitor display stand (\$1,100)				
	<u>Equipment Rental and Maint</u>	8,500	7,750	8,500
Office equipment rental and maintenance cost-meter rent. Konica-Machine lease and copy charges				
52210.15	Mail machine-meter & base maint plus meter annual rental & supplies	2,000	1,996	2,000
52210.20	Other repairs	500	75	500
52210.25	Copier (includes use charges)	6,000	5,679	6,000
54150.05	<u>Fuel -</u>	1,000	1,188	2,500
Unleaded fuel cost for three department vehicles.				

Administration Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
<u>Insurance -</u>	113,000	106,880	113,000	-
The environmental policy renewed in Aug 1, 2014 for a 3 year term. All the other policies run Dec 1 through Nov 30th. NationAir is the Airport's insurance broker, whose fixed fee contract runs through Dec 2016.				
52300.05 Commercial Automobile	6,000	5,262	6,000	
52300.09 Broker fee	8,000	7,846	9,000	
52300.10 Commercial Crime	2,000	1,893	2,000	
52300.15 Airport Liability (incl. excess liability)	22,000	21,258	22,500	
52300.20 Commercial Property	41,000	38,795	39,500	
52300.25 Public Officials Liability	17,000	16,542	17,500	
52300.26 Environmental	16,000	14,595	15,000	
52300.30 Worker's Comp	1,000	689	1,500	
56200.05 <u>Lease Development -</u>	50,000	13,228	55,000	(5,000)
Expenses incurred for new leases, i.e. survey, site selection, legal including reimbursable items.				
52360.05 <u>Legal Services -</u>	60,000	18,468	60,000	-
Costs for the professional legal services provided by outside counsel.				
<u>Membership Dues -</u>	7,450	5,520	5,280	2,170
Department employee and Airport membership dues as follows:				
52450.05 AAEE (2) @\$275 JA, SC	550	550	550	
52450.07 AAEE Great Lakes Chapter (1)	50	35	80	
52450.36 CABAA	300	275	300	
52450.17 Chamber of Comm/CVB	2,250	500	250	
52450.41 GA Airport Coalition (GAAC)	300	300	300	
52450.20 GFOA (1)	200	160	200	
52450.21 IGFOA (2)	400	400	400	
52450.30 IPAA (1)	1,500	1,500	1,500	
52450.27 NATA/IATA	1,400	1,300	1,200	
52450.35 NBAA	500	500	500	
<u>Office Maintenance -</u>	12,765	11,083	12,080	685
Cost for routine office janitorial service.				
52480.10 Janitorial serv \$800 and supplies	11,000	9,528	10,400	
52480.15 Rug runners	925	734	840	
52480.20 Insect/Rodent control-\$70 per	840	821	840	
<u>Other Services -</u>	21,172	13,853	26,470	(5,298)
Costs for other services not specifically listed any other categories.				
52420.15 Medical exams & drug testing plus annual hearing and vision exams.	500	-	500	
52510.02 Records disposal and storage	500	-	500	

Administration Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
52510.05 Credit crd, GovDeal, bckgrnd ck fees	1,200	-	1,200	
52510.06 Casualty loss deductibles, 1 @\$5,000	5,000	-	5,000	
52510.09 Contracted Labor - Office Temp	1,500	-	1,500	
52510.10 Payroll service - Paychex	2,500	2,902	2,400	
52510.11 Employee Hiring Exp	2,100	-	2,100	
52510.12 Office Security-Sentry	800	5,784	5,000	
52720.20 Alarm line-Office	1,800	2,801	3,120	
52510.15 Appraisals	4,000	1,200	4,000	
52540.23 Satellite programming	1,272	1,166	1,150	
52600.15 <u>Postage -</u>	2,000	1,422	3,000	(1,000)
Cost for letter, parcel delivery, overnight delivery, and newsletter mailings.				
<u>Printing -</u>	4,000	1,370	4,000	-
52630.05 Aerial photography	1,000	-	1,000	
52630.15 Duplication/enlarging/binding	3,000	1,370	3,000	
52660.05 <u>Public Notices -</u>	2,000	860	2,000	-
Publication costs for public notices, bid documents, personnel ads, etc.				
<u>Subscriptions -</u>	2,100	1,872	600	1,500
Periodicals subscribed to by department personnel as follows: Crains, Daily Herald and Misc books and maps.				
54450.40 Subscriptions-misc (Crains)	200	80	200	
54450.40 Subscriptions-misc (Daily Herald)	600	526	400	
54450.40 Subscriptions-misc (Flight Aware)	1,300	1,266	-	
54480.15 <u>Supplies -</u>	7,000	4,106	7,000	-
Purchase of stationary and office, computer, and copier supplies.				
<u>Telephone/Data</u>	8,500	7,950	7,800	700
52720.05 Cellular-Sprint (1)	2,000	1,804	1,500	
52720.10 Local, long distance, fax (TDS)	5,400	5,282	5,200	
52720.12 Pilot lounge wireless	600	520	600	
52720.03 iPad data plan-1 @ \$50 each/mth	500	344	500	
The Cellular-Sprint & iPad YTD lines				

Administration Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
<u>Travel Expenses</u>	10,850	3,640	10,850	-
Travel costs (commercial transportation, \$500; ground transportation, \$50/day; hotel, \$175/night; meals and \$50 per diem associated with attendance at conferences for department employees.				
52750.05	AAAE-Conf - Jamie May 2017, Long Beach, CA	2,500	1,383	2,500
52750.05	AAAE-CM Academy TBD - Scott	1,200	-	1,200
52750.07	IPAA Conf-Fall (Galena) (3)	1,500	476	1,500
52750.09	IL Aviation Conf (3)	1,000	296	1,000
52750.10	IGFOA Conference-(Bloomington)	350	207	350
52750.10	GFOA Conf (Chicago)	100	-	100
52750.11	Other - Various destinations	1,000	45	1,000
52750.11	Other - NBAA Dispatch Conference February 2018, Long Beach, CA - 2 staff	3,200	1,233	3,200
<u>Utilities</u>	104,150	97,300	91,050	13,100
Monthly electric, natural gas, and water cost as follows:				
Electricity:				
52150.02	141378911, Gate 31	200	140	100
52150.03	141595480, Runway Lights	2,800	2,533	2,800
52150.04	141458406, Hgr 4 rd, blast fence	700	569	700
52150.05	141595499, Maint/Admin. Office	10,000	7,780	10,000
52150.08	115131215, Gate #27	800	410	500
52150.15	141599876, 12 REIL Lts, Blast Fnce	700	437	700
52150.17	141650725-CAP Trailer Gate	500	403	400
52150.20	141195850, Electric Vault	40,000	39,713	45,000
52150.22	140401329, Hangar #50	1,200	1,115	1,000
52150.23	140401326, Hangar #51	1,700	1,747	1,200
52150.31	NE T-Hangars #52 (lounge)	3,700	3,649	3,400
52150.32	NE T-Hangars #53 (lights)	1,800	1,739	2,100
52150.33	NE T-Hangars #54 (bath)	2,900	2,824	2,700
52150.34	NE T-Hangars #55 (lights)	1,900	1,840	2,000
52150.35	NE T-Hangars #56 (bath)	3,500	3,435	2,500
52150.36	NE T-Hangars #57 (lights)	2,700	2,588	2,600
52150.16	Elec-Taxiway Q pole light (flat rate)	250	250	250
Gas:				
52150.26	3722672, Generator	1,300	1,111	1,100
52150.27	Hangar 4&7 (shd be 0)	-	-	-
52150.50	2584479, Maintenance	3,800	3,732	3,000
52150.55	3326641, Admin. Office	1,200	1,149	1,200

Administration Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
Water:				
52150.60	Water-Maint./Admin. Office (1020)	4,700	4,741	2,200
52150.61	Water-Entry Sign Area	3,600	3,586	3,000
52150.62	Water-SW T-Hangar 50 & 51	2,200	2,065	2,300
52150.63	Water-NE T-Hangar 52 (1018)	4,000	3,248	100
52150.64	Water-NE T-Hangar 54 (1014)	4,000	3,248	100
52150.65	Water-NE T-Hangar 56 (1010)	4,000	3,248	100

<u>Vehicle Maintenance -</u>	<u>4,500</u>	<u>2,538</u>	<u>4,500</u>	<u>-</u>
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Vehicle maintenance service costs for four (3) administrative vehicles.

54510.06	Airport #2, 2006 Ford Expedition	2,250	1,872	2,000
54510.07	Airport #7, 2017 Ford Transit Van	1,000	458	1,250
54510.37	Airport #37, 2006 Taurus Sedan	1,250	208	1,250

<u>Total Services and Supplies</u>	<u>577,257</u>	<u>448,872</u>	<u>572,630</u>	<u>4,627</u>
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OTHER

<u>NBAA Convention -</u>	<u>45,800</u>	<u>44,136</u>	<u>37,500</u>	<u>8,300</u>
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CEA Board members and/or staff attending the NBAA Convention in Las Vegas, NV October 10-12, 2017

56300.15	Exhibitor fee	6,200	6,073	6,000
56300.16	Exhibit expenses	9,000	8,758	1,000
56300.16	Exhibit shipping	600	545	500
56300.19	Travel Exp-staff - 2	6,000	4,321	6,000
56300.20	Travel Exp-CEA board members - 4	12,000	11,661	12,000
56300.22	Travel-Communities - 4	12,000	12,779	12,000

<u>Public Relations/Marketing</u>	<u>111,600</u>	<u>91,584</u>	<u>114,100</u>	<u>(2,500)</u>
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52405.05	Marketing specialists	60,000	63,484	62,000
	Includes Marketing Consultant Services			
52405.10	Projects, videos, photos	5,000	745	5,000
54255.05	Promo material-	8,000	4,858	8,000
	Materials include various promotional items			
54255.22	Promo clothing	3,500	322	3,500
54255.20	Special events	20,000	9,690	20,000
	FY18 Special events: 5K Run-the-Runway + evening event			
54255.26	July 4th parade float	1,000	292	1,500
54255.27	Chamber events & golf	1,600	820	1,600
54255.28	CABAA golf events & sponsorship	4,500	4,344	4,500
54270.05	Scholarship-Dollars for Scholars	1,000	950	1,000
54270.05	Other-community events	4,000	2,597	4,000
	Other also includes Taste of the Town, breakfasts, and misc community events. FY16 included Encompass Championship sponsorship.			
54255.60	NBAA Dispatch Conf - (exhibit)	3,000	3,482	3,000
	February 6-9, 2018 Long Beach, CA			

Administration Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
<u>U.S. Customs Service</u>	249,000	225,279	252,000	(3,000)
Operating costs to provide inspection service on a break-even basis to CEA users.				
The service cost is the total cost of providing an agent, which is calculated annually and billed to us quarterly.				
We receive the annual connectivity fee invoice in November, so the telecom number is an estimate.				
56550.01	U.S. Customs service cost	125,000	123,803	125,000
56550.02	U.S. Customs overtime charges	50,000	42,465	51,000
56550.03	Telecom (USCS network, cellphone)	15,000	9,538	18,000
56550.04	Waste removal services	30,000	28,206	30,000
56550.06	Other forms, supplies & services	2,000	574	2,000
56550.07	Collection fees	7,000	5,409	6,000
56550.08	Facilities costs	20,000	15,284	20,000

56600.01	<u>Contingencies -</u>	30,000	-	30,000	-
Account for unanticipated and underestimated department expenditures.					

Total Other	436,400	360,999	433,600	2,800
Total Administration	1,604,871	1,351,417	1,645,117	(40,246)
% Change from FY17 Budget	-2.45%			

**Operations & Maintenance Department
FY18 Budget**

Line Item Detail Within Category

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
Personnel Services				
60400.10 Salaries - Full-time	\$ 455,000	440,545	\$ 415,000	40,000
Department salaries (6 maint)				
Operations Coordinator (1)				
Assistant Operations Coordinator (1)				
60300.05 Salaries - Seasonal	\$ 19,620	21,381	\$ 19,620	-
Four summer positions, 12 weeks for 37.5 hours/week at \$10.90/hour = \$19,620.				
60200.05 Overtime	\$ 60,000	55,875	\$ 60,000	-
Overtime costs as required, mainly for snow removal. Approx fourteen hundred hours are budgeted at a 1½ hourly rate of \$39.06. Includes weekend airfield inspections.				
Service Awards/Recognition	\$ 4,730	4,953	\$ 4,920	(190)
Recognition of services provided by eight employees, 2 times per year @ \$30/gift cert.				
60700.17 Recognition awards	480	425	420	
60700.17 Incentive program	2,500	2,778	2,500	
60700.20 Service Awards	1,750	1,750	2,000	
Pay for 1 employee with twenty-five or more years of service at \$1,000, 1 employee with 10-14 years of service at \$500 and 1 with 5-9 years of service at \$250.				
Payroll taxes -	\$ 51,088	49,975	\$ 48,046	3,042
60500.05 FICA, 6.20%, Medicare, 1.45%	41,224	39,876	38,182	
60500.15 Unemployment, 7.35%	9,864	10,099	9,864	
Insurance -	\$ 154,215	153,658	\$ 147,051	7,164
Premiums for the following employee insurance, provided by the Airport: Wheeling is projecting a 5.0% insurance increase; renewal date is July 1st.				
60100.03 Dental		-		
60100.05 Disability (8)	7,442	6,788	7,434	
60100.15 Health (8)	146,773	146,870	139,617	
60600.05 Retirement Contribution -	\$ 23,366	21,244	\$ 21,578	1,788
Full time employee Retirement Contributions @ 4.5% of pay.				

Operations and Maintenance Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
<u>Training -</u>	\$ 21,900	2,249	\$ 10,900	11,000
SAE certifications, Harper certifications. ANTN web based training from AAAE.				
60800.08 Other - Local	13,000	575	2,000	
Includes ADB Electrical training for the whole mainteance staff (\$11,000)				
60800.09 ANTN training system	1,400	1,674	1,400	
60800.07 Disaster drill	1,500	-	1,500	
60800.11 Education reimbursement	6,000	-	6,000	
<u>Uniforms -</u>	\$ 13,700	11,687	\$ 11,500	2,200
Uniform cleaning and replacement for 6 employees at \$1055/yr & 4 seasonal employees at \$360 per year, plus \$120 boot allowance per FT employee.				
60900.03 Safety Equip	1,500	803	500	
60900.05 Uniforms (safety shoes, gloves, caps)	11,000	9,682	10,000	
60900.10 Uniforms part-time	1,200	1,202	1,000	
Total Personnel Services	\$ 803,619	\$ 761,567	\$ 738,615	\$ 65,004

SERVICES AND SUPPLIES

62090.05 <u>Building Repairs and Supplies -</u>	\$ 20,000	9,005	\$ 20,000	-
Cost for the repair of Airport buildings and hangars. Repaint Maintenance Building and Vault Roof				
<u>Conf and Meeting Registration</u>	\$ 3,900	2,290	\$ 1,700	2,200
Registration fees for conferences, seminars, and lunch meetings.				
62120.17 IL Aviation Conf (May) 1	200	-	200	
62120.30 AAAE conference	3,700	2,290	1,500	
Includes ACE Airport Operations class & ASOS class - AW (\$1,700 & \$500)				
<u>Equipment/Tools -</u>	\$ 23,000	13,999	\$ 20,000	3,000
Equipment purchased that cost less than \$2,000, individually.				
62210.05 Equipment maintenance cost.	6,000	7,820	6,000	
64090.05 Communication equipment	8,000	1,693	8,000	
64090.10 Shop equipment	9,000	4,486	6,000	
Includes air compressor, battery chargers, wildlife camera, spot lights				
62240.05 <u>Equipment Rental -</u>	\$ 20,000	-	\$ 20,000	-
Temporary replacement of non-operative equipment, special equipment and tools.				

Operations and Maintenance Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
62270.05 <u>Fence/Gate Supplies & Maint</u>	\$ 3,000	770	\$ 3,000	-
Fencing and gate supplies purchased for repairs by department personnel.				
<u>Fuel -</u>	\$ 75,000	36,022	\$ 75,000	-
64150.05 Diesel	60,000	25,486	60,000	
64150.10 Unleaded gasoline	15,000	10,536	15,000	
<u>Insurance -</u>	\$ 53,100	50,117	\$ 45,100	8,000
Department vehicle and workers compensation insurance. NationAir is the Airport's insurance broker, whose fixed fee contract runs through Dec 2017.				
62300.05 Vehicles	12,000	10,084	11,000	
62300.30 Workers compensation	38,000	36,980	31,000	
62300.09 Broker fee	3,100	3,053	3,100	
<u>Landscaping Service & Supplies</u>	\$ 35,500	35,326	\$ 31,500	4,000
Application of growth inhibitor, tree trimming and perimeter landscape services. Purchase of flowers, fertilizer, grass seed, holiday decorations.				
62330.05 Growth inhibitor, weed control	4,000	4,000	4,000	
62330.07 Landscaping-Other	500	3,076	500	
62330.10 Tree trimming/removal	1,000	1,730	1,000	
62330.11 Perimeter landscaping services	24,000	23,760	20,000	
64210.05 Landscaping materials	6,000	2,760	6,000	
64240.05 <u>Lighting Service & Supplies</u>	\$ 30,000	32,946	\$ 25,000	5,000
Maintenance of and supplies for the Airport lighting system (runways, taxiways & street lights).				
<u>Membership Dues -</u>	\$ 550	275	\$ 275	275
Membership dues for Operations Coordinator positions.				
62450.05 AAAE (2) AW & BW	550	275	275	

Operations and Maintenance Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
<u>Other Services -</u>	\$ 17,000	16,129	\$ 18,020	(1,020)
Costs for other contractual services not specifically listed in this category.				
62420.15 Medical Exams plus annual hearing and vision exams.	1,000	244	1,400	
62510.05 Other-Permits, stormwater, MWRD	2,000	3,692	1,500	
62510.11 Employee Hiring Fees		-		
62540.05 Vehicle Towing-tenants	200	-	200	
62540.21 Other-Backflow Inspections (7) Hgr 50 (520) Hgr 51 (733) TH 52 (190) TH 54 (190) TH56 (190) sprinkler (300) admin (300)	3,000	2,560	3,000	
62540.22 Fuel Tank inspection	1,500	1,508	1,500	
62540.25 Monitor-Light Vault (\$175/qtr ADT)	1,800	700	700	
62540.25 Alarm line-Light Vault	-	2,640	2,220	
62540.26 Monitoring-SW Ts-Alarm line	500	400	500	
62540.31 Snow plowing & hauling	7,000	4,385	7,000	
<u>Other -</u>	\$ 3,000	2,105	\$ 3,000	-
Costs not defined by another account plus US flags, windsocks, construction safety flags.				
64270.10 Other	2,000	1,292	2,000	
64270.05 Staff meals during snowplowing	1,000	813	1,000	
62570.10 <u>Pavement Marking -</u>	\$ 60,000	74,618	\$ 60,000	-
Annual pavement marking costs-FY18				
<u>Materials -</u>	\$ 82,000	39,945	\$ 73,500	8,500
Materials used for Airport operations are as follows:				
64330.05 Asphalt	1,500	-	1,500	
64330.10 E36 - liquid runway/taxiway deicer	40,000	25,581	40,000	
64330.11 NAAC - solid runway deicer	35,000	759	1,000	
EPA requires us to use NAAC, a more expensive product, going forward rather than Urea.				
64330.15 Salt	3,000	724	4,000	
64330.20 Stone	500	-	500	
64330.25 Propane	1,000	815	1,000	
64330.27 Urea-solid runway deicer	-	10,876	25,000	
EPA requires us to use NAAC, a more expensive product, going forward rather than Urea.				
64330.30 Welding	1,000	1,190	500	
<u>Sewer Maintenance & Supplies</u>	\$ 2,500	-	\$ 2,500	-
64360.00 Rodding, pipe, and supplies for minor repairs.		-		

Operations and Maintenance Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
<u>Signage Supplies</u>	\$ 7,000	4,506	\$ 7,000	-
64390.05 Safety, information, airfield guidance signs and replacement of damaged signs.				
<u>Supplies-Misc</u>	\$ 19,000	14,611	\$ 19,000	-
64480.05 Aircraft tiedown	500	-	500	
64480.10 Environmental spill control	1,500	250	1,500	
64480.15 Shop supplies	15,000	10,444	15,000	
64480.20 Visual aids-taxiway markers	1,000	949	1,000	
64480.30 Hangar Supplies (fire ext, locks, keys)	1,000	2,968	1,000	
<u>Telephone</u>	\$ 6,500	6,449	\$ 4,300	2,200
62720.05 Cellular-Sprint (2 + puck)	4,000	3,911	2,500	
62720.10 Telephone (TDS)	2,500	2,538	1,800	
<u>Travel Expenses</u>	\$ 5,000	4,409	\$ 2,000	3,000
62750.04 Travel costs (commercial transportation, \$500; ground transportation, \$50/day; hotel, \$175/night; meals and \$65 per diem associated with attendance at conferences for department employees.				
<u>Vehicle Maintenance -</u>	\$ 88,500	104,148	\$ 82,100	6,400
64510.05 General supplies	10,000	8,089	10,000	
Includes grease, oil, hydraulic fittings, filters etc...				
64510.03 Airport #3, 2011 Ford F250 Pickup	900	865	900	
64510.04 Airport #4, 2005 Ford Expedition	2,000	395	800	
64510.07 Airport #5, 2006 Ford F350 Pickup	800	829	800	
64510.06 Airport #6, 2013 Ford F250 Pickup	800	4,960	800	
64510.08 Airport #8, 2003 Chevy Pickup	800	193	800	
64510.09 Airport #9, 2015 Ford F350 Pickup w/t	500	248	500	
64510.10 Airport #10, 2008 Bobcat	2,200	1,528	500	
64510.11 Airport #11, 1990 Snow blower	4,500	852	4,500	
64510.12 Airport #12, Plow with Spreader	2,000	671	2,000	
64510.13 Airport #35, 2004 Yale forklift	500	2,006	500	
64510.14 Airport #14, Plow with Sprayer	2,000	1,972	2,000	
64510.15 Airport #15, Case Front-end Loader	2,000	4,958	2,000	
64510.16 Airport #16, JCB backhoe w/loader	1,000	656	1,000	
64510.17 Airport #17, 1997 Oshkosh Broom	16,000	29,410	11,000	
64510.18 Airport #18, 2003 Oshkosh Broom*	16,000	21,693	25,000	
64510.19 Airport #19, 2007 Oshkosh Broom	16,000	19,174	11,000	
64511.20 Airport #20, 2017 Oshkosh Broom**	2,000	-	-	
64510.21 Airport #21, New Holland Tractor	1,500	926	1,500	
64510.22 Airport #22, Deere mower	1,500	1,226	1,500	
64510.23 Airport #23, Deere mower	1,500	1,226	1,500	
64510.25 Airport #25 Deere Tractor Mower	1,500	1,580	1,000	
64510.33 Airport #33, 2016 Ford Dump Truck	500	264	500	
64510.36 Airport #36, Tenant sweeper	500	84	500	

Operations and Maintenance Department Budget

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
64510.28 Bobcat Mowers	1,000	259	1,000	
64510.40 Terrain King mower	500	84	500	
*Vehicle is scheduled for refurbishment				
** Vehicle delivered new in FY17				
Waste Removal -	\$ 27,750	8,633	\$ 42,750	(15,000)
Waste removal costs for Airport debris, used oil, solvents, and Port-O-Let rentals.				
62810.05 Debris from airfield	25,000	6,864	40,000	
62810.10 Oil & Other Removal	2,500	1,727	2,500	
62810.15 Waste Removal-Regulatory (solvent)	250	42	250	
Wildlife Control -	\$ 29,000	26,082	\$ 29,000	-
64480.25 Wild Goose Chase bird control contract, bird bangers, mis		26,082		
Total Services and Supplies	\$ 611,300	\$ 482,386	\$ 584,745	\$ 26,555
Other				
66600.01 Contingencies -	\$ 30,000	-	\$ 30,000	-
Account for unanticipated and underestimated department expenditures.				
Total Operations	\$ 1,444,919	\$ 1,243,952	\$ 1,353,360	\$ 91,559
% Change from FY17 Budget	6.77%			

**Other Income and Expenses
FY18 Budget**

Line Item Detail within Category

	<u>FY17 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
Interest Income (Operating funds)				
90100.01 <u>Checking Account Interest</u>	\$ 4,000	3,837	3,000	1,000
The Airport receives an interest rate of .25 on its checking accounts at Northbrook Bank.				
90100.03 <u>Illinois Funds Interest</u>	\$ 800	764	50	750
Account is necessary for the deposits of Illinois grants. Earns money market rate with no fees.				
90100.04 <u>Money Market Interest</u>	\$ 500	502	500	-
Account at MB Financial.				
90100.06 <u>IMET Interest</u>	\$ 50	47	30	20
Illinois Metropolitan Investment Pool. Enhanced money market rate.				
Total Interest Income	\$ 5,350	\$ 5,149	\$ 3,580	\$ 1,770
% Change from FY17 Budget	49.44%			

Other Income and Expenses

91050.03 <u>Bank Fees</u>	\$ 5,200	\$ 4,655	5,200	-
Fees to maintain the Northbrook checking account and First Midwest loan account.				
93000.xx <u>Other (Income) and Expenses</u>	(1,000)	\$ (18,985)	(1,000)	-
Misc income, expenses, plus gain/loss on sale of assets.				
Total Other Expense / (Income)	\$ 4,200	\$ (14,329)	\$ 4,200	\$ -
% Change from FY17 Budget	0.00%			

Other Income and Expenses

	<u>FY17 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
Debt Service				
<u>Loan/Note Interest</u>	\$ 107,220	118,052	118,018	(10,798)
Interest on three bank loans/notes.				
91000.03 First Midwest Bank-SW T-Hgrs	21,519	24,322	24,013	
91000.04 Northbrook Bk #1-NE T-Hgrs	51,572	52,529	54,604	
91000.05 Northbrook Bk #3-RSA Land	34,128	41,202	39,401	
<u>Loan/Note Principal</u>	\$ 321,701	318,898	319,207	2,494
Principal on three bank loans/notes.				
91010.03 First Midwest Bank-SW T-Hgrs *	69,689	66,886	67,195	
91010.04 Northbrook Bk #1-NE T-Hgrs +	92,004	92,004	92,004	
91010.05 Northbrook Bk #3-RSA Land ^	160,008	160,008	160,008	
* Fixed monthly payment-principal and interest varies.				
+ Fixed monthly principal payments of \$7,667.				
^ Fixed monthly principal payments of \$13,334.				
<u>Total Principal and Interest</u>	\$ 428,920			
First Midwest Bank-SW T-Hgrs	91,208			
Northbrook Bk #1-NE T-Hgrs	143,576			
Northbrook Bk #3-RSA Land	194,136			
<u>Loan/Note Balances as of:</u>	<u>4/30/2017</u>	<u>4/30/2018</u>		
	\$ 3,337,297	\$ 3,015,596	<u>Maturity</u>	
First Midwest Bank*-SW T-Hgrs	621,303	551,614	Nov 2025	
Northbrook Bk #1-NE T-Hgrs	1,607,143	1,515,139	May 2020	
Northbrook Bk #3-RSA Land	1,108,851	948,843	May 2020	
*Formerly Popular Community Bank				
Total Debt Service	\$ 428,920	\$ 436,950	\$ 437,224	\$ (8,304)
% Change from FY17 Budget	-1.90%			

**Sewer Reserve Fund
FY18 Budget**

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
Revenues:				
80100.01 Sewer/Stormwater Annual Fees	\$ 29,249	27,410	22,413	6,837
Fees for annual sanitary maintenance or stormwater assesement fees. Most rates are subject to an annual CPI increase. Square Foot rates vary by service type and location on the Airport.				
Hangar 4-sanitary sewer maint fee*	400	400	400	
Hangar 7-sanitary sewer maint fee*	400	400	400	
Hangar 11-sanitary sewer maint fee*	400	200	400	
Hangar 16-sanitary sewer maint fee	466	460	463	
Hangar 16-stormwater fee	288	284	286	
Hangar 18-annual stormwater fee*	1,342	1,342	1,358	
Hangar 18-sanitary sewer maint fee*	447	447	453	
Hangar 19-sanitary sewer maint fee	636	628	625	
Hangar 19-stormwater fee	624	617	614	
Hangar 20-annual stormwater fee	1,157	1,142	1,157	
Hangar 20-sanitary sewer maint fee	388	383	388	
Hawthorne FBO-annual stormwater fee	7,153	7,065	7,022	
Hawthorne FBO-sanitary sewer fee	2,372	2,343	2,329	
Hawthorne Charlie Pad-storm fee	1,093	-	-	
Hawthorne Charlie Pad-sanitary fee	239	-	-	
Motel - annual sanitary sewer maint fee	2,090	2,064	2,090	
Motel - annual storm sewer maint fee**	1,751	1,730	1,751	
WM-200 Sumac-san sewer maint	294	290	286	
WM-various Sumac-san sewer maint	2,391	2,361	2,391	
WM Stormwater maintenance	2,361	2,332	-	
94th Aero Squadron site - storm sewer	2,959	2,923	-	
* No CPI Increase				
** Includes storm sewer from rented parking parcel				
80100.02 Sewer/Storm One-Time Fees	\$ 26,766	-	-	26,766
Fees for one-time connection or stormwater assesement fees. All the rates are subject to an annual CPI increase. Square Foot rates vary by service type and location on the Airport.				
New Charlie Pad development	26,766	-	-	
Storm / Sanitary connection fee for Parcel 1A				
80100.30 Interest	\$ 1,170	1,070	\$ 1,180	(10)
Interest earned				
Total revenue	\$ 57,186	\$ 28,480	\$ 23,593	\$ 33,593

**Sewer Reserve Fund
FY18 Budget**

Capital Outlay:

82000.01 Replace Sanitary Pipe near Motel This was done in FY17	-	(44,258)	\$ (100,000)	100,000
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Total expenses:	-	\$ (44,258)	\$ (100,000)	\$ 100,000
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Net Income:	\$ 57,186	\$ (15,778)	\$ (76,407)	\$ 133,593
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Balance of Reserves:	FY18 Budget	FY17 Actual	FY17 Budget	
FY17 Beginning Balance				414,194
FY17 Actual - Budget		(15,778)	(76,407)	
FY18 Beginning Balance				398,416
FY18 Budget	57,186			
FY18 Projected ending balance:				455,601

**Capital Equipment Reserve Fund (CERF)
FY18 Budget**

This fund was established in FY13 to provide money for the future purchase of vehicles and equipment; plus facilities repair and construction, including new administration and maintenance buildings.

	<u>FY18 Budget</u>	<u>Projected FY17 Actual</u>	<u>FY17 Budget</u>	<u>Budget Change</u>
Revenues:				
85100.30 Interest	\$ 2,965	2,304	\$ 2,290	675
Interest earned				
85100.01 Transfers In:	\$ 250,000	250,000	\$ 250,000	-
Total revenue	\$ 252,965	\$ 252,304	\$ 252,290	\$ 675

Capital Outlay:

New Broom Truck in FY17	\$ -	(598,200)	\$ (700,000)	700,000
Total expenses:	0	(598,200)	(700,000)	700,000
Net Income:	252,965	(345,896)	(447,710)	

Balance of Reserves:	FY18 Budget	FY17 Actual	FY17 Budget	
FY17 Beginning Balance				774,836
FY17 Actual - Budget		(345,896)	(447,710)	
FY18 Beginning Balance				428,941
FY18 Budget	252,965			
FY18 Projected ending balance:				681,906

**Building Reserve Fund
FY18 Budget**

This fund, newly established in FY16, is to provide funds for the future construction of airport improvements; including new administration and maintenance buildings and other facility improvements

	FY18 Budget	Projected FY17 Actual	FY17 Budget	Budget Change
Revenues:				
85100.30 Interest	\$ 1,291	647	\$ 528	763
Interest earned on money market funds				
85100.01 Transfers In:	\$ 250,000	250,000	\$ 250,000	-
Total revenue	\$ 251,291	\$ 250,647	\$ 250,528	\$ 763

Capital Outlay:

	0	0	0	0
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Total expenses:	0	0	0	0
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Net Income:	251,291	250,647	250,528
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Balance of Reserves:	FY18 Budget	FY17 Actual	FY17 Budget
FY17 Beginning Balance			120,158
FY17 Actual - Budget		250,647	250,528
FY18 Beginning Balance			370,806
FY18 Budget	251,291		
FY18 Projected ending balance:			622,097

Capital Summary

Does not include Sewer or CERF

	FY18 Budget	Projected FY17 Actual	FY17 Budget
Revenue			
Grant-GA Entitlement (applied to NE T loan)		(148,500)	
Grant-Rehab Runway 16 /34		(355,111)	
Grant-Lima Project (Taxiway Bypass)	(760,000)		(760,000)
Grant-Rehab Airfield Lighting - Phase 1	-		-
Grant-EMAS		(439,194)	
Grant-Rehab Runway 12/30	-		-
Grant-Expand East Quadrant GA Apron Design	-	(40,837)	-
Grant-Property RSA Acq-Montessori School	-		-
Grant-Airport Master Plan (Phase 2)	-		-
Grant-Part 150 NEM Update - Phase 1	(270,000)		(270,000)
Grant-Part 150 NCP Imp. - Phase 1	(225,000)		(225,000)
Total	(1,255,000)	(983,642)	(1,560,367)
Capital Improvements			
Building replacement/repair	260,000	34,284	400,000
Fence/Gate repair	20,000	4,475	20,000
Pavement Repair	150,000	168,942	150,000
Total	430,000	207,700	570,000
Capital Outlay			
Office Equipment	-	46,500	46,500
Vehicles	16,000	36,115	56,000
Shop Equipment	29,000		28,900
Future Undesignated	1,315,585	17,271	15,188
Total	1,360,585	99,886	146,588
"A" Projects			
Runway 16/34 rehab-Reimb by the State		178,846	257,973
Runway 16/34 RSA/OFA Twy L1 (Bypass)	-	47,362	40,000
Rehab Airfield Lighting - Phase 1	75,000		75,000
EMAS		65,797	
Property RSA Acquisition-Montessori School	13,365		13,365
Rehab Runway 12/30	162,500	-	162,500
Expand East Quad GA Apron - Design	62,500	-	62,500
Rehab East Quad GA Apron (HFC)		90,793	
Airport Master Plan - Phase 2	250,000	66,245	250,000
Part 150 NEM Update - Phase 1	-	40,573	30,000
Part 150 NCP Implementation - Phase 1	25,000		25,000
Overlay East Acces Rd. (Tower Rd.)	31,500		
Acquire Property	-		
Total	619,865	489,616	916,338
Other			
Debt Service-from GA entitlement grant	-	148,500	-
Total	-	148,500	-
Total	1,155,450	(37,940)	72,560

**Capital Projects-Internally Funded
FY18 Budget
Line Item Detail within Category**

	<u>FY18 Budget</u>	
CAPITAL IMPROVEMENTS		
72000.01 <u>Facilities</u>	<u>\$ 40,000</u>	
Capital Improvements budgeted for Airport facilities are as follows:		
Misc building repairs		40,000
72100.01 <u>Fencing, Gates, Landscaping -</u>	<u>\$ 20,000</u>	
Repair/improvement of fencing and gates. (20,000)		20,000
72200.01 <u>Pavement & Sewer -</u>	<u>\$ 150,000</u>	
Pavement replacement, crack sealing and sewer repair.		
Airfield pavement & sewer (150,000)		150,000
Total Capital Improvements	\$ 210,000	210,000
CAPITAL CONSTRUCTION		
73000.01 <u>Building renovation</u>	<u>\$ 220,000</u>	
Administration building improvements		20,000
Restroom and furniture upgrades		
73000.02 Administration and Customs & Border Protection Office design		200,000
This figure is to cover design and layout up to permitting.		
Total Capital Construction	\$ 220,000	

Capital Projects Budget

	<u>FY18 Budget</u>	
CAPITAL OUTLAY		
74000.01 <u>Office Equipment -</u>	<u>\$ -</u>	
74100.01 <u>Vehicles-</u>	<u>\$ 16,000</u>	
		0
Ramp plow blade for leased vehicle (16,000): Plow is for a Case Tractor to be leased.		16,000
	<u>\$ 29,000</u>	
74200.01 <u>Shop Equipment</u>		
Locators		20,000
Hydraulic hose machine		9,000
	<u>\$ 1,315,585</u>	
74300.01 <u>Future Undesignated Capital Expense</u>		
Capital allocated for land purchases or other future capital expenditures.		1,300,000
<i>Undesignated dollar amounts must be approved by the Chicago Executive Airport Board of Directors before use.</i>		
SFS Purchase Agreement (15,585): Balance remaining \$134,720		15,585
<i>For a property purchase, which is offset by the annual CPI adjusted access fee revenue until the purchase price is paid off.</i>		
Total Capital Outlay	\$ 1,360,585	1,360,585
Grand Total-Internally Funded	\$ 1,790,585	1,790,585

**"A" Projects
FY18 Budget**

Grant Service

The "A", "B" and "C" projects listed are taken directly from the IL Dept of Transportation, Division of Aeronautics, Transportation Improvement Program: Airports FFY2018-2022, Final Submittal 12/12/16. The Airport Board of Directors approved the plan with Resolution 16-050 on November 16, 2016. Only projects that have been requested through FFY2018 are listed. Federal Fiscal Year (FFY) 2018 runs from October 1, 2017 to September 30, 2018

	<u>Est FY18 Revenue</u>	<u>Local Share</u>	<u>Total Project Cost</u>
<u>Rnwy 16/34 RSA/OFA-Contract 2a; Twy L1 (Bypass)</u>	760,000	-	800,000

Runway 16/34 RSA/OFA safety grading and clearing, construct taxiway Lima 1 (bypass)

Total cost and local share is \$800,000 and \$40,000, respectively.

Current funding program is Federal 90%, State 5%, Local 5%.

Approved on Resolution 15-036.

<u>Rehabilitate Airfield Lighting - Phase 1</u>	<u>75,000</u>	<u>1,500,000</u>
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Rehabilitation of Airfield Lighting including signage updates, vault modifications and regulator replacement.

This will allow replacement of the south airfield lighting, including runway 6/24 & taxiways A, B, D, E and the entrance to hangar 10.

Current funding program is Federal 90%, State 5%, Local 5%.

<u>Rehabilitate Runway 12/30</u>	<u>162,500</u>	<u>3,250,000</u>
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This is the rehabilitation of the runway surface as it continues to deteriorate and includes airfield lighting.

Current funding program is Federal 90%, State 5%, Local 5%.

Expand East Quadrant GA Apron

Development of the East Quadrant GA Apron & sitework. Total cost and local share for this project are \$910,000 and \$227,500. Current funding program is federal 0%, state 75%, and local 25%.

From TIPs FFY2015-2019

<u>Expand East Quadrant GA Apron-design</u>	<u>-</u>	<u>62,500</u>	<u>62,500</u>
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CMT contract to design the development of the East Quad GA Apron.

Approved on resolution 12-045. Final local share is estimated to be \$3,125 if Federally funded.

<u>Overlay East Access Road (Tower Rd.)</u>	<u>31,500</u>	<u>315,000</u>
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Rehabilitation of Tower Rd. east access. Cost is expected to be

\$315,000. Current funding program is federal 0%, state 90%, and local 10%.

From TIPs FFY2015-2019

Subtotal Airport Development	<u><u>760,000</u></u>	<u><u>331,500</u></u>	<u><u>5,927,500</u></u>
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Grant Service "A" Projects

	<u>Est FY18 Revenue</u>	<u>Local Share</u>	<u>Total Project Cost</u>
<u>Acquire Property</u>	-	-	-
Acquisition of property adjacent to the boundaries of the Airport. The amount paid will be dependant on appraised value. Property will not be purchased unless there is FAA funding programmed for its reimbursement.			
<u>Property RSA Acquisition-Montessori School</u>	-	13,365	267,305
Acquisition of a portion of Runway 6 End RSA. Total reimbursement and local share for this project are \$267,305 and \$13,365 respectively. This property will not be purchased unless FAA funding is programmed. Approved on Resolution 11-032.			
<u>Airport Master Plan (Phase 3)</u>	-	250,000	500,000
Secondary project work on the Master Plan update. This amount is for CMT expenses and are estimated to be approximately \$250,000 for FY18. They will be bourne by the Airport until any projects relating to the Master Plan are approved. Current funding program is Federal 50% & Local 50%			
<u>Part 150 NEM Update - Phase 1</u>	270,000	-	300,000
The FAA requires an update to the Noise Exposure Map (NEM) prior to undertaking elements of the Noise Compatibility Program (NCP). The NEM report is one of two components of a 14 CFR Part 150 Study update.			
<u>Part 150 NCP Imp. / Noise Monitoring Program- Phase 1</u>	225,000	25,000	250,000
FAR Part 150 sets forth the standards under which a Part 150 Noise Compatibility Study is conducted. The preparation of a Noise Compatibility Program (NCP) is voluntary. Current funding program is Federal 90% & Local 10%			
<u>Total Grant Service "A" projects</u>	1,255,000	619,865	7,244,805

**"B" Projects
FY18 Budget**

The following grant-supported projects, while important to the development of the Airport, are not expected to be funded during the fiscal year due to the funding level being provided by the FAA & IDOT for other projects carrying higher funding priorities. There is a high probability these amounts will not be required, so they are not included in our FY18 budget funding requirements.

	<u>Local Share</u>	<u>Total Project Cost</u>
<u>Develop East Quad GA Apron-construction phase services (est)</u>	15,800	79,000
Construction oversight for the East Quad Apron development by CMT. No Board resolution yet. Final local share is estimated to be \$3,950 after reimbursement from the State.		
<u>Develop East Quadrant GA Apron-construction/local share (est)</u>	200,000	768,500
Development of the East Quadrant GA Apron & sitework. No Board resolution yet.		
<u>RSA Acquisition-Phase 3B</u>	196,227	3,924,541
Land purchased south of Palatine Rd in 2006 at a cost of \$10.5 million for a Runway Safety Area (RSA). Current funding program is federal 90%, state 5%, local 5%. Total cost and local share is \$3,924,541 and \$196,227, respectively. Any funds received will be applied to the outstanding loan first.		
<u>RSA Acquisition-Phase 3-Clearing and Fencing</u>	20,000	400,000
To clean, grade, seed and fence RSA property south of Palatine Rd. Current funding program is federal 90%, state 5%, local 5%. Total cost and local share is \$400,000 and \$20,000, respectively.		
<u>SE Quad Apron-Phase 1</u>	1,116,409	2,233,643
Reconstruct and develop of southeast quadrant apron including EA reimbursement. Alternative financing option. Current funding program is federal 48.7%, state 1.3%, local 50%. Total cost and local share for this project is \$2,233,643 and \$1,116,409.		
<u>Rehab Hangar 9 Apron</u>	42,500	850,000
Rehabilitate Hangar 9 Apron Current funding program is federal 90%, state 5%, local 5%. Total cost and local share for this project is \$850,000 and \$42,500.		

Total Project

**"B" Projects
FY18 Budget**

	<u>Local Share</u>	<u>Cost</u>
<u>Acquire Avigation Easements-Phase 3</u>	<u>100,000</u>	<u>2,000,000</u>
Acquire Avigation Easements-All Runway Approach Zones-phase 3. Total cost and local share for this project is \$2,000,000 and \$100,000. Current funding program is federal 90%, state 5%, local 5%.		
<u>Overlay East Access Road</u>	<u>22,500</u>	<u>225,000</u>
Overlay East Quadrant Access Road (Tower Rd) Current funding program is federal 0%, state 90%, local 10%. Total cost and local share for this project is \$225,000 and \$22,500.		
<u>Develop NW Quad GA Apron-Phase 1</u>	<u>312,500</u>	<u>1,250,000</u>
Sitework for northwest quad GA apron (phase 1) . Total cost and local share is \$1,250,000 and \$312,500, respectively. Current funding program is federal 0%, state 75%, local 25%.		
<u>EA for Land Acquisition</u>	<u>25,000</u>	<u>500,000</u>
Environmental Assessment for Land Acquisition per ALP/Master Plan. Total cost and local share for this project is \$500,000 and \$25,000. Current funding program is federal 90%, state 5%, local 5%.		
<u>East Quad Apron-Phase 3</u>	<u>128,500</u>	<u>2,570,000</u>
Construct east quadrant GA apron-phase 3 Current funding program is federal 90%, state 5%, local 5%. Total cost and local share for this project is \$2,570,000 and \$128,500.		
<u>SW Quadrant Apron</u>	<u>137,500</u>	<u>550,000</u>
SW quadrant apron construction. Current funding program is federal 0%, state 75%, local 25%. Total cost and local share for this project is \$550,000 and \$137,500.		

Total Grant Service "B" projects-not included in proposed budget	\$ 2,316,936	\$ 15,350,684
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Unrestricted Net Assets (Reserves) Available:

	<u>Operating</u>	<u>Building Reserve</u>	<u>(CERF) Capital Reserve</u>	<u>Sewer Reserve</u>	<u>Total</u>
Balances @ 4/30/16 (from audit)	1,640,454	120,158	774,836	414,194	2,949,643
FY17 Projected Results:					
Revenues	4,150,443			27,410	4,177,853
Operating Expenses	(2,595,369)				(2,595,369)
Other Income & Expense	19,478	647	2,304	1,070	23,499
Debt Service	(436,950)				(436,950)
Transfer to reserves	(500,000)	250,000	250,000	0	0
Grant revenue	983,642				983,642
Capital Improve (Facilities/Paving)	(207,700)	0		(44,258)	(251,958)
Capital Outlay (Vehicles/Equip)	(99,886)		(598,200)		(698,086)
Capital Construction	(38,759)				(38,759)
Grant Service "A" Projects	(489,616)				(489,616)
Capital Other	(148,500)				(148,500)
Projected results for FY17	636,783	250,647	(345,896)	(15,778)	525,757
Projected Running Balances @ 4/30/17	2,277,237	370,806	428,940	398,416	3,475,399
FY18 Budget:					
Revenue Budget	4,217,374			56,015	4,273,389
Operating Expenses	(3,049,790)				(3,049,790)
Other Income & Expense	1,150	1,291	2,965	1,170	6,577
Debt Service	(428,920)				(428,920)
Transfer to CERF	(250,000)		250,000		0
Transfer to Building Reserve	(250,000)	250,000			0
Capital Improve (Facilities/Paving)	(210,000)	0		0	(210,000)
Capital Outlay (Vehicles/Equip)	(1,360,585)		0		(1,360,585)
Capital Construction	(220,000)				(220,000)
Grant revenue	1,255,000				1,255,000
Grant Service "A" Projects	(619,865)				(619,865)
Capital Other	-				0
Projected results for FY18	(915,636)	251,291	252,965	57,186	(354,194)
Est Running Balances @ 4/30/18	1,361,601	622,097	681,906	455,602	3,121,205
Less 3 month operating reserve*	(762,447)				
Over/(short)	599,153				

* FY18 budgeted operating expenses times 25% as required by the Airport's business plan.