

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, MAY 17, 2017
1020 S PLANT ROAD
WHEELING, IL 60090
6:00 PM**

I. Call to Order and Roll Call

Acting Chairman Katz called the meeting to order at 6:01 p.m. Roll call confirmed the following present: Directors Cloud, Katz, Kearns (via phone), Kiefer, Kolssak and Lang.

Absent: None

Also in Attendance: Jamie Abbott – Executive Director
 Jennifer Pfeifer- Recording Secretary
 Scott Campbell – CFO
 Tom Lester – Attorney
 Rob Mark - CommAvia

II. Pledge of Allegiance

Acting Chairman Katz led those in attendance in the Pledge of Allegiance.

III. Approval of Minutes

A motion was made by Director Kolssak and seconded by Director Lang to approve the minutes from the April 19, 2017 Regular Board Meeting. The motion was approved by a voice vote. Ayes: Directors Cloud, Katz, Kearns, Kiefer, Kolssak and Lang. Nays: None. Absent: None.

IV. Changes to the Agenda

There were no changes to the agenda.

V. Public Comments

Steve Berman spoke about how he has been coming to the board meetings for seven years and is frustrated that the 310 departure has been delayed.

VI. Hearing and Reports

A) Treasurer's Report

Scott Campbell gave the report. The year finished strong; expenses were down and revenues up. Fuel flowage for the month was up and consisted mostly of Jet A. Flight operations were up last month and Customs up slightly. Director Kearns added that the mild winter helped the healthy overall balance sheet for the year.

B) Executive Director's Report.

Executive Director, Jamie Abbott, reported on the following:

- ➔ Construction
 - Lima Bypass – short duration project with some night closures of the main runway.
 - Pavement repairs – removing a small access road, doing some crack sealing at the Southwest T-hangars and repainting markings. Director Lang asked about the gate by the access road. Director Katz asked about cracks in the new runway surface and the no crossing X's by Hangar 8.
- ➔ Auditors were in this week to do initial evaluation and will be returning at the end of June.
- ➔ The Airport will be hosting a delegation of aviation officials from Iraq and will give them a tour.
- ➔ Jamie and Scott will be going to Champaign, IL to accept the Reliever Airport of the Year Award next week.
- ➔ The next Noise Committee Meeting will be on June 7 and it will include a discussion of a private approach procedure.
- ➔ The Joint Workshop and next month's Regular Board Meeting will take place on June 28th starting at 4:00 PM at Saranello's. There will be presentations from Mead & Hunt and CMT.
- ➔ Run the Runway is on July 1st.
- ➔ The draft of submittal for the 310 departure will be sent to the FAA this week. Director Katz and Director Kolssak asked about the start date and how much time is put into writing the submittal for the FAA. Jamie and Brian Welker, CMT, spoke about the complexity of writing the submittal and the approval process.

C) CommAvia Report

Rob Mark reported on the following:

- He spoke about the 310 departure.
- He received 43 noise complaints, most of the between 10 PM and 6 AM. He called some corporate charters who are sympathetic to the neighbors.
- He received four calls from people considering buying homes near the airport.
- He has received many calls about drones since the flyer went out. He has the artwork from the flyer to be used to print flyers in the future.

- He is working on a public service announcement about drones that will be available soon.
- There was media coverage in the Daily Herald about drones.
- He is working on improving the Airport website.
- He received 3 requests to do filming at the Airport in the past week.
- He will be attending the Iraqi delegation tour.

D) CMT

Brian Welker, CMT, introduced Craig Louden who made a presentation about the Master Plan:

- ❖ Phase I of the Master Plan is complete and we are now in Phase II which involves facility requirements.
- ❖ He spoke about forecasting method, fleet mix, constrained and unconstrained forecasts, jet vs. piston traffic increase/decrease.
- ❖ Facility, aircraft storage and other requirements – existing airport vs. what will be required to meet the forecasted demand.
- ❖ He spoke about critical aircraft, the three existing runways; only runway 12/30 would need improvement.

Director Lang commented about the difference between constrained and unconstrained forecasts.

Director Kolssak spoke about aircraft storage facilities and runway requirements. He noted that closing a runway could be a possibility and the importance of studying the data.

Director Kiefer commented that the forecast shows the size of aircraft landing at Chicago Executive Airport is not going to increase. Craig confirmed that comment.

Prospect Heights Mayor Helmer spoke about Allstate's new Falcon aircraft.

Director Katz made comments about tenants purchasing aircraft that can use Chicago Executive Airport.

E) Board Member Comments

- Director Kolssak extended condolences to David Annin regarding the loss of his sister and congratulated the new Village President of Wheeling.
- Director Cloud welcomed President Horcher and spoke about how valuable the Airport is. She also extended condolences to David Annin.
- Director Kearns thanked the representatives from CMT for the presentation and looks forward to the Joint Workshop meeting and getting feedback from both communities.

- Director Kiefer wished Sean from CMT good luck and spoke about the CMT presentation, NEM Update and 310 departure procedure.
- Director Lang extended condolences to David Annin and his family.

F) Correspondence and Chairman’s Comments

- ❖ Welcomed Prospect Heights Mayor Nick Helmer and Wheeling Village President Pat Horcher to the meeting.
- ❖ Acting Chairman Katz agreed with all comments and welcomed President Horcher. He recommended he take a tour of the airport soon.

X. Old Business

None.

XI. New Business

A. Resolution 17-013 – A Resolution Authorizing the Payment of Claims;

A motion to approve was made by Director Kolssak and seconded by Director Kiefer. The motion was approved by roll call. Ayes: Directors Cloud, Katz, Kearns, Kiefer, Kolssak and Lang. Nays: None. Absent: None.

B. Changes to Intergovernmental Agreement;

Attorney Tom Lester spoke about the document that was sent to the board members with suggested certain changes.

Director Kolssak spoke about the creation and composition of the board of directors, past chairmen, and changes that could be made to the IGA.

Director Lang made comments about certain changes that were discussed with the current Mayor of Prospect Heights and the former Village President of Wheeling.

Director Kearns brought up a question about one of the items in the IGA.

A motion to recommend the amendment under section 14.G.13, the redline version to the IGA was made by Director Kolssak and seconded by Director Lang. The motion was approved by voice vote. Ayes: Directors Cloud, Katz, Kearns, Kiefer, Kolssak, and Lang. Nays: None. Absent: None.

XII. Executive Session – At 7:22 p.m. a motion was made by Director Cloud and seconded by Director Lang to go into Executive Session pursuant to 5 ILCS 120/2 (c)(1), (6), and (11) to discuss employment compensation, discipline, performance or dismissal of specific employees, the sale or lease of Airport property, or pending or potential litigation.

The motion was approved by roll call vote. Ayes: Directors Cloud, Katz, Kearns, Kiefer, Kolssak and Lang. Nays: None. Absent: None.

At 8:38 p.m. a motion was made by Director Cloud and seconded by Director Lang to return to regular session.

XIII. Action Taken from Executive Session, if required

None.

XIV. Adjournment

A motion was made by Director Cloud and seconded by Director Lang to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 8:39 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "James J. Kiefer". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

James Kiefer
Secretary