

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, SEPTEMBER 18, 2024
CHEVY CHASE COUNTRY CLUB
1000 N MILWAUKEE AVE
WHEELING, IL 60090
6:45 PM**

I. Call to Order and Roll Call

Chairman Court D Harris called the meeting to order at 6:45 pm. Roll call confirmed the following present: Directors Berman, Hellyer, Kearns, Kiefer, Lang, and Saewert.

Also in Attendance:

- Jeffrey Miller – Executive Director
- George Sakas – Director of Economic Development & Administrative Services
- Jason Griffith – Director of Finance (attended via phone)
- Andrew Wolanik - Director of Operations & Maintenance
- Norman Mackey – Supervisor of Operations and Maintenance
- Kim Mueller – Property Accountant
- Carmina Esguerra – Administrative Coordinator FT
- Francesca Elliott – Administrative Coordinator PT
- Tom Lester – Attorney
- Penny Merritt – QuieterHome® Program Project Manager
- Doug Klonowski – Vice President & Co-Manager

II. Pledge of Allegiance

Chairman Harris led those in attendance in the Pledge of Allegiance.

III. Approval of Minutes

A motion was made by Director Kearns and seconded by Director Hellyer to approve the minutes from the August 21, 2024, Regular Board meeting. The motion was approved by voice vote. Ayes: Directors Berman, Hellyer, Hellyer, Kearns, Kiefer, Lang, and Saewert. Nays: None.

IV. Changes to Agenda

None.

V. Public Comments

None.

VI. Hearings & Reports

A. Director of Finance

Property Accountant Kim Mueller delivered the Treasurer's Report and said August is the fourth fiscal month in the fiscal year, meaning the target percentage collected or expended is 33.33% of the budget. Year-to-date operating revenues are at 34.29% and operating expenditures were at 27.88% of the FY25.

B. Executive Director

Jeffery Miller reported on the following:

- ➔ Operations for August 2024 were 9,671, 12% below July 2024 and 3% below July 2024 and 3% below August 2023. Previous 12-month ops were down slightly at 97,545, 9% above our average month of August since 2010.
- ➔ Total fuel flowage for August 2024 was 739,335, 5% above July 2024 and 8% above August 2023. The previous 12-month fuel flowage was up slightly to 8,079,353, 70% above our average month August since 2010.
- ➔ 45 Customs clearance in August 2024. Seven more than July 2024 and 2 fewer than August 2023. Previous 12-month Customs clearance increased by 2 to 520. One clearance above the average of 45 for August since 2010.
- ➔ The number of noise comments totaled 37 comments for August 2024. There were 4.1 comments per 1000 comments. 25 of the noise comments from Prospects Heights were from 2 households.
 - A new webpage forum for noise comments has been implemented for easier access and efficient use.
- ➔ To date, 627 applications have been received for the Residential Sound Insulation Program (RSIP).
 - The State appears to have been programmed for 2 million dollars for noise-related items. We can expect a pending Program Letter.
 - The Airport has followed up twice in the last month regarding the retesting in Plum Creek Apartments.
- ➔ Construction Projects:

- Northeast Quadrant New Tie Down Area – On track for a September 20th letting.
- East Quad Apron Expansion Project: The contractor is still pending their response plan to the State.
- Meeting held with CMT and MWRD on the hot spot reconfiguration work for Taxiway Kilo 4.
- Design work is being held for the new community center building.
- ➔ Other Projects:
 - Master Drainage Study Draft due 9/20/24.
 - Master Plan reimbursement invoices being paid out.
 - Runway 6/24 Environmental Assessment meeting held today; we are planning on submitting it to the FAA by the second week in November.
 - Annual Pavement Repairs completed on 9/13/2024.
- ➔ Federal Affairs Update
 - Congress is trying to pass a 6-month spending – House Republications have added in a proof of citizenship language for voting.
 - Current funding runs out on 9/30/2024.
- ➔ State Affairs Update
 - No bills vetoed by the Governor so we can expect a quite veto session in the fall.
- ➔ Upcoming Meeting and Events
 - Thursday, September 19th is the Economic Development Roundtable Discussion at Ascension.
 - D214 Highschool Transportation Career Day is Friday, September 20th.
 - Wednesday, October 15th Board of Directors Meeting.
 - Tuesday through Thursday, October 22nd-24th is NBAA BACE in Las Vegas, NV.

C. Board Members' Comments

None.

D. Correspondence and Chairman's Comments

None.

VII. New Business

A. Resolution 24-030 – A Resolution Authorizing the Payment of Claims

A motion to approve was made by Director Kiefer and seconded by Director Saewert. The motion was approved by roll call. Ayes: Director Lang, Saewert, Berman, Hellyer, Kearns, Kiefer. Nays: None.

VIII. Adjournment

At 6:58 pm a motion was made by Director Hellyer and seconded by Director Berman to adjourn the meeting. The motion was approved by voice vote. Ayes: Director Berman, Hellyer, Kearns, Kiefer, Lang, Saewert. Nays: None.

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Steve Berman". The signature is written in a cursive, flowing style.

Steve Berman

Secretary