

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
WEDNESDAY, MARCH 19, 2024
1020 SOUTH PLANT ROAD
WHEELING, IL 60090
6:00 PM**

I. Call to Order and Roll Call

Chairman Court D Harris called the meeting to order at 6:00 pm. Roll call confirmed the following present: Directors Berman, Hellyer, Kiefer, Lang, and Saewert. Director Kearns attended via phone.

Also in Attendance: Jeffrey Miller – Executive Director
 George Sakas – Director of Economic Development &
 Administrative Services
 Jason Griffith – Director of Finance
 Andrew Wolanik - Director of Operations & Maintenance
 Kim Mueller – Property Accountant
 Carmina Esguerra – Administrative Coordinator
 T.J. Leake – Attorney
 Penny Merritt – QuiterHome® Program Project Manager
 Doug Klonowski – CMT 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 Kiefer and seconded by Director Saewert to approve the minutes from February 19, 2025, Regular Meeting Minutes. The motion was approved by voice vote. Ayes: Directors Berman, Hellyer, Kearns Kiefer, Lang, and Saewert. Nays: None.

A motion was made by Director Lang and seconded by Director Hellyer to approve the minutes from February 19, 2025, Budget Workshop Minutes. The motion was approved by voice vote. Ayes: Directors Berman, Hellyer, Kearns Kiefer, Lang, and Saewert. Nays: None.

IV. Changes to Agenda

None.

V. Public Comments

Jim Loerzel highlights that the airport has accumulated around \$5 million in unallocated surplus funds over the past four years. He references policy 4432, which allows using surplus funds to offset future increases, and requests that the nearly \$1 million surplus for fiscal year 2025 be used to cover rent increases for airport tenants next year.

VI. Presentations

A. Airport Spotlight on Clyde Coryell

Chairman Harris honored the life of Clyde Coryell as the Airport's Spotlight for the month of March. Chairman Harris shared that Clyde dedicated 60 years of his life to the airport and ultimately earning the respect from those who knew him. He goes on to share that Clyde had a quirky sense of humor but took pride in his work. He is remembered as a hardworking, kind, and dependable individual who was deeply valued by his colleagues and friends. Chairman Harris concluded by reflecting on how Clyde's dedication was a key part of the airport's success and that he will be greatly missed. (Chairman Harris' statement is included at the end of this document). A plaque in his honor was presented to his longtime friend, Al Palicki.

VII. Hearings & Reports

A. Director of Finance

Director of Finance Jason Griffith reported on the following:

- ➔ February is in the tenth fiscal month, meaning the target percentage collected or expended is 83.33% of the budget. Year-to-date operating revenues are 86.75% and operating expenditure is 73.72% of FY25.

B. Executive Director

Jeffery Miller reported on the following:

- ➔ Operations for February 2025 were 5,893, 28% below February 2024. The previous 12-month ops were down at 2% at 97,996, 2% above our average month of February since 2010.

- ➔ Total fuel flowage for February 2025 was 593,753, 7.5% below February 2024 but 15% above January 2024. The previous 12-month fuel flowage was down less than 1% to 8,175,285, 36% above our average month of February since 2010.
- ➔ 46 Custom clearances in February 2025. 4 fewer than February 2024. The previous 12-month Customs clearances increased by 4 to 525. Six clearances above the average month of February since 2010.
- ➔ The number of noise comments totaled 127 for the month of February 2025. There were 25.4 comments per 1000 flight operations.
- ➔ To date, 631 applications have been received for the Residential Sound Insulation Program (RSIP).

Phase 1

- No outstanding warranty items.

Phase 2

- Final measurements were completed in the week of 3/3/25.
- Two residents at Willow Heights (condos) dropped out; they did not want to sign the Avigation Easement.
- They only have seven units, but we did not have any back-ups to replace them with.
- We spoke with another resident and provided them with an application. They will be added to Phase 3.
- Shop drawings will be reviewed/approved by the end of next week.
- Tentative construction to start May/June 2025.

Phase 3 (2025 FAA Grant)

- We have properties that were tested and approved previously for Phase 3 (12 properties).
- Plan to conduct noise testing for properties in Wheeling and Prospect heights once 2025 grant is received (September/October timeframe)
- Designs will be conducted on approximately 40 properties Fall of 2025.
- ➔ Construction Projects:
 - Northeast Quadrant New Tie Down Area: Still pending signatures, the Airport has pinged the Secretary's Office.

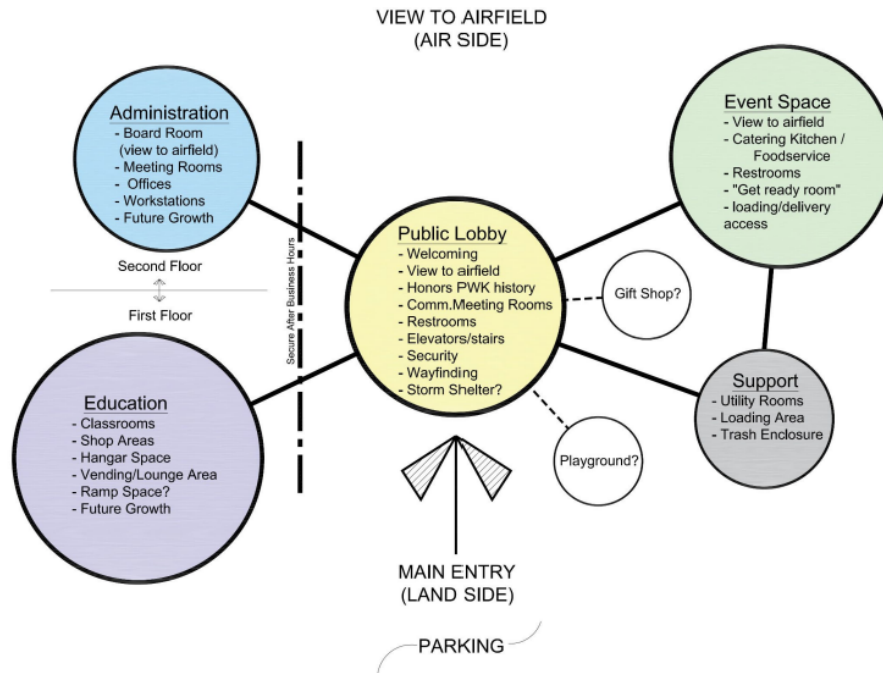
- East Quad Apron Expansion Project: Working on a date for replacement of the concrete.
- Taxiway Echo: Zoning Change required with the Village of Wheeling for Storm Water Retention.
- Sky Harbour Project: With the Ramada demo, Chapple Construction informed the Airport will be leveled by the end of next week.
- Runway 6/24 Closure: Full environmental assessment submitted on 2/24/25, 90-day check in 5/26/25.
- ➔ Other Projects:
 - Audit Update – Presentation from Lauterbach at the April meeting and plan for the 2026 fiscal year audit to be completed by September 30th, 2025.
 - Planning to be on the Prospect Heights agenda for Airport Budget April 15th and the Village of Wheeling April 21st.
- ➔ Federal Affairs Update
 - Continuing Resolution (CR) September 30th, 2025.
 - The CR is a mixed bag for aviation – Fully funds the Airport Improvement Program (AIP) at \$4 billion, provides for an additional 50 million in AIP discretionary – Increases FAA safety programs – Removes congressional earmarks.
 - Nomination of Bryan Bedford FAA Administrator – Republic Airways 26 years.
- ➔ State Affairs Update
 - The Airport is attending with the Illinois Public Airport Association legislative day on April 8th, 2025.
- ➔ ARFF
 - Aircraft Rescue and Fire Fighting standby service is now available.
 - Requires 72-hour advance notice.
 - This will be prepaid to ensure service is needed.
 - It will include 1 ARFF Truck and 2 firefighters/
- ➔ Public Affairs Update
 - Airport Maintenance Interns have been hired from Purdue University, Ohio State, and Southern Illinois University Carbondale.
- ➔ Upcoming Meeting and Events

- Tuesday-Thursday, March 25-27th is NBAA SDC.
- Wednesday, March 26th CABAA Career Day
- Wednesday – Friday, March 26-28th AAAE/ACI Legislative Conference.
- Wednesday, April 16th Board of Directors Regular Meeting

C. New Aviation Community Center Presentation

Megan Harte with 845 Design Group reported on the following:

- ✈ Pre-Design Phase
- ✈ Board and Staff Survey
 - 4 Questions asked –
 - Do you think we should incorporate a food service or restaurant function within the building? Why or why not?
 - We are considering integrating educational components such as partnerships with local high schools, community colleges, and universities. How do you feel about this initiative?
 - Do you feel the building should prioritize certain aspects (e.g. operational efficient, visual aspect, sustainability) over others? Please elaborate.
 - Do you have any additional suggestions, ideas, or concerns that have not been covered in this survey?
- ✈ Aviation Community Center Preliminary Adjacent



➔ Aviation Community Center: Preliminary Parking Calculation

- Education Use – 19,194 GSF
 - Assume 50 students + 4 faculty members
 - 29 Parking spaces required
- Community Center Use – 29,354 GSF
 - (6 spaces x 30 = 180)
 - 180 Parking spaces required
- 209 Total Parking Spaces Required

➔ Community Engagement Update

- Community Survey Details
 - Go to www.chiexec.com
 - Find the link to the Aviation Community Center Survey (3 ways to find it on the website)
 - Landing Page Pop-Up
 - Home Page Anchor
 - Navigate via Dropdown
 - Take the anonymous survey between March 21 – April 18, 2025.
 - Your feedback will help us shape a space that truly reflects the desires of our community.

- The survey covers questions about the type of restaurant, amenities, events, and how we can make the center a welcoming and vibrant part of our community.
- Gathering community feedback is just one step in the information gathering phase.
- Future community engagement will happen once the design process is further along.

D. Board Members' Comments

Director Kiefer thanked Jason Griffith and the rest of the finance team for the budget work, and he looks forward to seeing the City of Prospect Heights and the Village of Wheeling for their approval.

Director Hellyer also expressed his gratitude to the staff for their work on the budget and appreciated the team's efforts in making it more accessible and readable for the public.

Director Kearns mentioned that he had the pleasure of meeting Clyde Coryell and described him as a great person. He expressed his gratitude that the airport was able to honor him. Additionally, he wished Steve Bongiorno with Signature Flight Support a speedy recovery.

E. Correspondence and Chairman's Comments

None.

VIII. New Business

A. Resolution 25-009 – A Resolution Authorizing the Payment of Claims

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

B. Resolution 25-010 – A Resolution Recommending Approval of the FY 2026 Budget for Chicago Executive Airport

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

C. Appointment of Officers

Director Saewert nominates Director Kearns as Vice Chairman

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

Director Lang nominates Director Hellyer as Treasurer.

A motion to approve was made by Director Lang and seconded by Director Kiefer. The motion was **not** approved by roll call. Ayes: Director Lang and Saewert. Nays: Director Berman, Hellyer, Kearns, Kiefer.

Director Kearns nominates Director Saewert as Treasurer.

A motion to approve was made by Director Kearns and seconded by Director Saewert. The motion was approved by roll call. Ayes: Director Hellyer, Kearns, Kiefer, Saewert, and Berman. Nays: Director Lang.

Director Kiefer nominates Director Berman as Secretary.

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

IX. Adjournment

At 6:45 pm a motion was made by Director Berman and seconded by Director Saewert 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", with a stylized, flowing script.

Steve Berman
Secretary

Remembering Clyde Coryell

Anyone who knew Clyde Coryell would agree that his 60+-year dedication to and passion for the Chicago Executive Airport earned him the respect of everyone who knew him there. Since his passing in 2024, stories of Clyde's unbridled work ethic, quirky sense of humor, and sheer pride in his airport role have surfaced and beg to be shared.

Clyde joined the Navy after high school which allowed him to travel the world. Following his service, while he was performing construction work at the airport, he impressed the airport's owner, Charlie Priester, who promptly hired him as part of the maintenance team. He worked tirelessly there until his mid-80's, finally retiring in 2020.

"I could tell right away he was a good guy," Priester says. "He became one of those very dependable people who would do anything to make sure a job was done well."

Some say that Clyde touched every part of the airport.... Hangar Restaurant, 94th Aero squadron, first control tower, first Beacon, airport lighting, snow plowing runways, HVAC systems. According to Priester, years ago when the airport air conditioning systems started to cause problems, Clyde voluntarily attended night school to learn air conditioning repair. "You just don't see that every day," Priester says.

Mark Roscoe, Director of Public Works for the City of Prospect Heights, met Clyde 40 years ago. "We are distant cousins, Clyde and I, but I didn't really get to know him well until we ran into each other at the airport around eight years ago," Roscoe explains. "After we reconnected, he would stop in to regularly check in on me and see how I was doing. He carried great pride in his work and reminded to always do the right thing."

The person at the airport who knew Clyde the best is Al Palicki of Signature Aviation and Clyde's supervisor for many years. "We met 46 years ago, and it feels like we have been together forever," Palicki says. "I have never seen anyone work so hard. No one works into their 80's if they aren't good and don't love it."

Palicki recalls a story about Clyde that still makes him laugh today. "He was on a lift fixing something that was about four stories up," he explains. "He didn't have any safety gear on, so I yelled up to him to put on the fall protection. He responded by putting his leg jauntily over the railing and shouted back down that he was really more concerned about damaging the concrete if he fell. Of course, he put on the safety gear."

Over the years, Palicki and Clyde became great friends and helped each other out as friends do. One night after Clyde's retirement, Palicki received a late-night call from a local casino manager. Apparently, unbeknownst to anyone, Clyde had been enjoying himself there and had appointed Palicki as his ride home.

Clyde's impact on the airport and the people who collaborated with him will not be forgotten. He is remembered with a memorial stone under a beautiful new tree at the airport.

“A man like Clyde is hard to replace. He was a good guy and a great friend,” Priester recalls.