

**JOINT WORKSHOP MEETING MINUTES
WEDNESDAY, SEPTEMBER 17, 2025
CHICAGO EXECUTIVE AIRPORT BOARD OF DIRECTORS
CITY OF PROSPECT HEIGHTS CITY COUNCIL
VILLAGE OF WHEELING BOARD OF TRUSTEES
OLD ORCHARD COUNTRY CLUB
700 W. RAND ROAD
MOUNT PROSPECT, IL 60056
7:00 PM**

I. Open Workshop

A. Call to order by CEA Board Chairman James Dunne

The meeting was called to order at 7:07 pm by Chairman Dunne.

B. Pledge of Allegiance

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

C. Roll Call

i. Airport Board of Directors

Administrative Coordinator Carmina Esguerra took roll call. Directors Berman, Dolick, Hellyer, Kearns, Kiefer, and Saewert were present. Absent: Director Lang.

ii. City of Prospect Heights

City Clerk Joanna Prisiajniouk took roll call. Mayor Ludvigsen and Aldermen Cameron, Dash, Dolick were present. Absent: Aldermen Morgan-Adams and Anderson.

iii. Village of Wheeling

Deputy Village Clerk Karen Henneberry took roll call. President Horcher and Trustees Krueger, Vogel, and Papantos were present. Absent: Trustees Ruffatto, Vito, and Lang were absent with prior notice.

D. Welcome/Opening Remarks by Chairman Dunne, City of Prospect Heights Mayor Patrick Ludvigsen, Village of Wheeling President Patrick Horcher, and Airport Board of Directors

Chairman Dunne welcomed representatives from the City of Prospect Heights and the Village of Wheeling to the joint meeting. He thanked all attendees for their time and participation in reviewing past accomplishments and upcoming projects at Chicago Executive Airport

The City of Prospect Heights Mayor Ludvigsen expressed appreciation for the joint meetings and noted the value in seeing collaboration among municipalities. He commented on the positive developments at the airport and shared his excitement about the Sky Harbor project. He also mentioned potential future impacts from the Chicago Bears and their travel needs. He concluded by thanking everyone in attendance.

Village of Wheeling President Horcher thanked the airport for hosting the joint meeting. He noted that these gatherings serve as an important reminder of the collaboration between the airport board, the Village of Wheeling, and the City of Prospect Heights. He expressed interest in seeing the progress made and upcoming initiatives from the airport.

E. Citizens Comments and/or Concerns

None.

F. State of the Airport Presentation by Executive Director Jeffrey Miller

Jeffrey Miller reported on the following:

- ➔ Year in Review September 2024 - August 2025
 - Total flight operations were 99,158, which is up 1.2% from the previous year, 97,545.
 - The Airport has nine flight schools.
 - Total U.S. Customs operations totaled to 561 which is up 1% from previous year, 520.
 - Total fuel flowage was 8.1 million gallons which is up 1% from the previous year at 8 million.
- ➔ Community
 - A brief video was shown to highlight Fly Waterloo's operations and their positive engagement with tenants.
 - Advance Air Mobility
 - Archer, one of the eVTOL (electric vertical take-off and landing) operators, is expected to begin flights between O'Hare Airport and Chicago's downtown heliport in 2025.
 - Chicago Executive Airport regularly attends State and Senate gatherings.
 - New Airport Community Center is in discussion.
 - Sky Harbour's development is anticipated to start fall of 2025.
 - Noise Comments this year are relatively average compared to the previous years.
 - The Residential Sound Insulation Program (RSIP)
 - 636 applications received to date.
 - Grant: \$4M for 2025
 - Phase 2 – Construction is substantially completed.

- Phase 3 and 4 – Finalizing scope of work and fees for Phases 3 and 4. Scheduling Phase 3 design visits for late fall. Coordinating with HMMH to schedule pre-testing Phase 4 properties.
 - Applications are available:
 - Contact the Project Office – the QuiterHome Project is managed by C&S Engineers. The project manager, Penny Merritt, is available for any questions.
- Run the Runway
 - 1090 Total Registrations.
 - 25 Sponsors, the highest number of sponsors the event has received.
 - Next year’s Rock’n’Run the Runway is June 27th, 2026 will be conjoined in celebration of the Airport’s 100th anniversary.
- Touch-a-Plane with Representative Tracy Katz Muhl
 - Chicago Executive Airport and several flight schools took part and hosted this event in collaboration with the State Representative.
- CEA in our Community
 - Chicago Executive Airport continues to coordinate with Lewis University and District 214 in growing job shadowing opportunities with airfield business.
 - The Young Eagles program, Aviation Explorers, and Civil Air Patrol continue to be active at Chicago Executive Airport, all are offering an introductory to the world of aviation for youth.
 - Girls in Aviation Day will be held at Priester Aviation on September 20th, 2025.
 - The Airport continues to hold tours for the community.
 - Six interns participated in the 2025 Summer Internship, representing Lewis University, Ohio State University, Southern Illinois University Carbondale, and Purdue University.
 - Two previous interns of Chicago Executive Airport have successfully taken off in careers with Ward Aviation and Gulfstream.
 - The Board of Directors continue the Airport Spotlight recognition program. Highlighting various aviators:
 - Clyde Coryell: Airport Legend
 - Paul Fries, Sr: Airport Friend
 - Carol Thomas: Run the Runway Junkie
 - Sam Lasky: ATCT Manager
 - D. Court Harris: Former Chairman
 - Alan Zielinski: 5K Hot Air Balloon
 - Airport staff and interns participated in several community events, including National Night Out, Memorial Day. Independence Day parades, and EAA Oshkosh AirVenture.

- Chicago Executive Airport distributed more than \$15,000 on scholarships.
- Celebrating 100 years in 2026. The first airport in the Chicagoland area to turn 100 years old.

→ Projects

- Yardi
 - The Airport's new financial system
 - New cloud-based financial reporting system
- EMAS
 - Engineered Material Arresting System
 - The aircraft involved have caused \$1-1.5 million in damage.
 - 186 Blocks were removed
 - We anticipated the blocks would be replaced in late October or sometime in the spring.
 - Costs will be directed to Aircraft Operator rather than the Airport's Insurance
- Construction Projects
 - East Quad Ramp Expansion Project (State) = \$1.2M.
 - Project is complete. Potential revenue area for common use area
 - Tie-down Relocation = \$2.6M
 - We anticipate moving aircraft by the end of September, early October
- Annual Pavement Repairs
 - Total Budget = \$350K
 - Recommendation to Award Maneval Construction Company
 - Sole Bidder
 - Other expected bidders did not submit
 - Base Bid 1 – Runway 16/34 Pavement, Taxiway Connector and various Crack Repairs = \$133,490.00
 - Base Bid 2 – Runway 12/30 Pavement, Taxiway Connector Repairs = \$72,887.00
 - Base Bid 3 – Maintenance Shop Bay Door #1 Pavement/Stormwater Repairs = 39,640.00
 - Base Bid 4 – Hangar 40 Parking Lot Pavement/Drainage Repairs = \$56,120.00
 - Add Alt 2 – Taxiway Alpha Pavement Repairs = \$50,410.00
 - Total Project = \$352,547.00

→ ARFF

- Aircraft Rescue and Fire Fighting
- Working with the Village of Wheeling Fire Department to provide this service to international flights who require it with their insurance
- The Aircraft Operator is responsible for all costs associated.
- Aircraft Rescue and Fire Fighting Training will take place October 6-8, 2025. This is a joint exercise with Prospect Heights Fire District, the

Village of Wheeling Fire Department, and Chicago Executive Airport staff.

G. City Aldermen and Village Trustees Questions and Comments

Trustee Papantos inquired about noise levels related to the Advanced Air Mobility System Plan and upcoming eVTOL testing in Chicago. Executive Director Miller explained that eVTOLs are expected to be up to 75% quieter than traditional helicopters, though widespread implementation is still a few years away.

Trustee Papantos also questioned the recent decrease in fuel flow despite steady aircraft operations. Miller clarified that fuel flow reflects the volume pumped into ground storage, not directly into aircraft, and variations may result from inventory management practices by FBOs, such as delayed purchases or bulk buying in response to fuel pricing.

Trustee Papantos also thanked and congratulated the airport, fire department, police department, and all involved for their efforts during the recent incident.

H. Closing Comments from Chairman Dunne, City of Prospect Heights Mayor Patrick Ludvigsen, and Village of Wheeling President Patrick Horcher

Chairman Dunne extended appreciation to fellow board members for their hard work, dedication, and the high level of expertise they bring to the board. Their ongoing commitment was acknowledged as greatly valued. Chairman Dunne also commended Executive Director Miller, noting the difficulty of the role and the challenge of serving a broad range of stakeholders. Additionally, Chairman Dunne recognized the outstanding work of Executive Director Miller's staff. He referenced the September 3 incident and noted that it was handled exceptionally well by both airport staff and the village's emergency services.

Mayor Ludvigsen thanked Jeffrey Miller for the presentation and acknowledged it was a great presentation.

President Horcher echoes the same acknowledgements towards Executive Director Jeffrey Miller. He also shares it is great to see Chairman Dunne on the Airport Board.

II. Adjournment

A motion was made by the Chicago Executive Airport Director Hellyer and seconded by Director Berman to adjourn the meeting. The motion was approved by voice vote. Ayes: Directors Berman, Hellyer, Kearns, Kiefer, and Saewert. Nays: None. Absent: Director Lang.

The meeting was adjourned at 7:58 p.m.

Respectfully submitted

A handwritten signature in black ink, appearing to read "Steve Berman". The signature is written in a cursive style with a long horizontal stroke at the end.

Steve Berman

Secretary