

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, MARCH 18, 2026
1020 PLANT ROAD, WHEELING IL 60090
6:00 PM**

I. Call to Order and Roll Call

Chairman Dunne called the meeting to order at 6:00 pm. Roll call confirmed the following present:
Directors Berman, Dolick, Hellyer, Kearns, Lang, and Saewert.

Also in Attendance: Jeffrey Miller – Executive Director
 George Sakas – Director of Economic Development & Admin Services
 Jason Griffith – Director of Finance
 Andrew Wolanik - Director of Operations & Maintenance
 Carmina Esguerra – Administrative Coordinator
 Kim Mueller – Property Accountant
 TJ Leake – Attorney

II. Pledge of Allegiance

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

III. Approval of Minutes

A motion was made by Director Saewert and seconded by Director Dolick to approve the minutes of February 18, 2026, Regular Meeting Minutes. The motion was approved by roll call. Ayes: Directors Hellyer, Kearns, Lang, Saewert, Berman, and Dolick. Nays: None.

A motion was made by Director Kearns and seconded by Director Berman to approve the minutes of February 18, 2026, Regular Meeting Minutes. The motion was approved by roll call. Ayes: Directors Berman, Dolick, Hellyer, Kearns, Lang, and Saewert. Nays: None.

IV. Changes to Agenda

The Airport Spotlight Recipient was unable to attend due to a personal conflict.

V. Public Comments

None.

VI. Presentations

A. Wight Presentation

The Wight & Company presented key themes from recent discussions with board members regarding the proposed Chicago Executive Airport Terminal Community Center. The vision is to create a flexible, community-focused facility that supports administrative operations while enhancing public engagement and showcasing the airport's history. Priorities include professional and adaptable office and board spaces, multi-use community areas for events and education, exhibit and viewing opportunities, and a catering kitchen for flexible food service. The design direction favors a contemporary, light-filled, and welcoming aesthetic with durable, cost-conscious materials. Sustainability, responsible use of public funds, and support for the local economy were emphasized, along with the importance of addressing parking, security, and future scalability, particularly for a potential educational component. Next steps include refining the space and advancing into conceptual design aligned with the project vision.

VII. Hearings & Reports

A. Director of Finance

Director of Finance Jason Griffith reported on the following:

- ➔ February was the tenth month of the fiscal year, using a straight-line method, the targeted percentage collected or expended is 83.33% of the budget. Operating revenues were at 92.63%. The revenue budget overage is primarily due to the Airport receiving aviation fuel tax program payments from both state fiscal years 2023 and 2024 in fiscal year 2026. The operating expenses were at 76.29% of the budget.

B. Executive Director

Jeffrey Miller reported on the following:

- ➔ Operations for February 2026 were 8,196. 39% above February 2025. Previous 12-month operations were up 2% to 103,391. 47% above our average month of February since 2015
- ➔ Fuel flowage for February 2026 was 562,911 gallons. 5% below February 2025. Previous 12-month fuel was down slightly at 8,272,243. 11% above our average of February 2015.
- ➔ 43 Custom Clearances in February 2026. 3 fewer than in February 2025. Previous 12-month Custom Clearances were down 3 to 569. Two fewer clearances than the average February since 2015.
- ➔ There were 13 noise comments for the month of February. 1.6 noise comments per 1000 flight operations.

➔ Residential Sound Insulation Program Update

- 653 Applications received to date

General Information

- Next newsletter will be distributed late summer 2026
- Currently there are 55 units in the Willow Heights Condos in Prospect Heights that are qualified for the sound insulation program. Pending qualification with these remaining units tested the entire community will be approved for sound insulation
- With the next group of homes scheduled for noise testing, we will include additional condo complexes in Prospect Heights

Phase 3

- Bid Recommendations to follow
- Tentative final measurements late April/early May
- Construction to begin early/mid-summer

Phase 4

- Design visits are scheduled to include S/F homes in Wheeling and M/F in Prospect Heights for the week of April 6
- 2nd visits/final homeowner signoffs will be scheduled for the week of May 4
- Tentative construction late fall/early winter 2026

➔ Phase 3 Bid Summary

- 2 bids received (March 12, 2026)
- All bids reviewed and validated

Bidders

- S&L Specialty Contracting, Inc.: \$1,362,000
- Maman: \$1,809,000

Engineer's Estimate

- \$1,275,399

Key Takeaways

- Low Bidder: S&L Specialty Contracting, Inc.
- Bid is 6.8% above estimate

Recommendation

- Award contract to S&L Specialty Contracting, Inc. for \$1,362,000

➔ Construction Projects:

- Taxiway Echo/Hotspot Mitigation: Target mid-June start date
- EMAS: Reviewing with the FAA if there are items we can do to the fence line to stop vehicles without risking vehicles or aircraft further
- Sky Harbour Project: Sky Harbour has scheduled meetings with the communities for their site plan
- Runway 6/24 Closure: FAA site visit on April 22nd – The Airport submitted May 1st as the closure date
- MWRD: Reviewing project materials and scheduling

➔ Other Projects:

- Submitted two Community Funded Project applications
- RFP Grounds Maintenance Services due April 2nd (April Meeting)
- RFQ Engineering Consultant April 30th (July/August Meeting)

➔ Federal Affairs Update

- Application submitted for FAA Terminal Grant submitted January 14th. Announcement is now expected in April
- Partial government shutdown underway – KPWK is not affected

➔ State Affairs Update

- The Airport is finishing the lobby contract with Leinenweber Baroni
- The Illinois Public Airport Association has crafted legislation for road revolving funds - \$120 million per year

➔ Public Affairs

- The airport is currently working with several organizations to provide static displays for the 100th anniversary during Rock the Runway: AOPA, NBAA, SIU Carbondale.
- The airport is the hosting airport for the AAAE General Aviation Conference on August 16th to the 18th
- Maintenance Interns
 - Ryan ~~Chilton~~ ~~Chilton~~ graduating May 2026 – John Hersey High School
 - Participant of District 214 Aviation Academy
 - Former observation intern (2025)
 - St. Louis University – Aerospace Engineer Fall 2026
 - Dennis Yatsky
 - Graduate of Buffalo Grove High School (District 214)

- Currently studying Aviation Maintenance Technology at Southern Illinois University Carbondale
- Inspired by PWK presentation to SIU AAAE Chapter

➔ Upcoming Meeting and Events

- Tuesday – Thursday March 24th-26th NBAA SDC in Ohio
- Friday, April 3, Good Friday (Office will be closed)
- Wednesday, April 15 Regular Board Meeting

C. Board Members' Comments

Director Saewert commended staff for their thorough budget work and effective responses to board questions. He also appreciated the inclusion of the five-year cash flow plan, noting it provides valuable insight into the future financial capacity.

D. Correspondence and Chairman's Comments

Chairman Dunne echoed Director Saewert's remarks, commending Jason, Jeff, and the staff for their work on the budget. He noted not only the quality of the budget presentation but also their efficient management over the past ten months, keeping operations within limits and administering the budget exemplarily. He expressed appreciation for their efforts.

VIII. New Business

A. Resolution 26-004 – A Resolution Authorizing the Payment of Claims

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

B. Resolution 26-005 – A Resolution Recommending Approval of the FY2027 Budget for Chicago Executive Airport

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

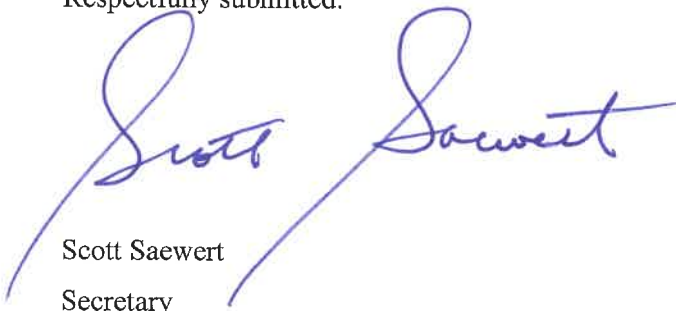
C. Resolution 26-006 – A Resolution Approving Authorized Signers for the Chicago Executive Airport Financial Institutions

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

IX. Adjournment

At 6:53 pm a motion was made by Director Dolick and seconded by Director Hellyer to adjourn the meeting. The motion was approved by roll call. Ayes: Director Lang, Saewert, Berman, Dolick, Hellyer, and Kearns. Nays: None.

Respectfully submitted:



Scott Saewert
Secretary