

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, APRIL 15, 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

Logan Leber – Administrative Intern

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 Berman and seconded by Director Dolick to approve the minutes of March 18, 2026, Regular Meeting Minutes. The motion was approved by roll call. Ayes:

Directors Hellyer, Kearns, Lang, Saewert, Berman, and Dolick. Nays: None.

IV. Changes to Agenda

None.

V. Public Comments

None.

VI. Presentations

A. Airport Spotlight on Chester Wojnicki

Chairman Dunne delivered an airport spotlight honoring Chester, recognizing his passing on March 4 and reflecting on his life as a skilled pilot, successful immigrant, and dedicated member of the Chicago Executive Airport community. He highlighted Chester's passion for aviation,

generosity in mentoring others, and deep connections with family and fellow pilots, noting that he will be remembered for his humor, integrity, and lasting contributions to the airport. (Chairman Dunne's statement will be included at the end of this document). A plaque was presented to the friends and family of Chester Wojnicki.

VII. Hearings & Reports

A. Director of Finance

Director of Finance Jason Griffith reported on the following:

- ➔ March was the eleventh month of the fiscal year, using a straight-line method, the targeted percentage collected or expended is 91.67% of the budget. Operating revenues were at 101.41%. The operating expenses were at 82.95% of the budget. The Budget for FY2027 was passed by both municipalities.

Director Dolick noted that he attended Prospect Heights' budget presentation and expressed appreciation for Griffith's efforts in preparing the materials, as well as for the quality of the delivery.

B. Executive Director

Jeffrey Miller reported on the following:

- ➔ Operations for March 2026 were 7,804. 11% above March 2025. Previous 12-month operations were up slightly to 104,188. 21% above our average month of March since 2015.
- ➔ Fuel flowage for March 2026 was 718,000 gallons. 9% above March 2025. Previous 12-month fuel was up slightly at 8,332,010 gallons. 44% above our average of March 2015.
- ➔ 39 Custom Clearances in March 2026. Previous 12-month custom clearances decreased 3% to 554. The airport had 3 more clearances than the average March since 2015.
- ➔ There were 10 noise comments for the month of March. 1.4 noise comments per 1000 flight operations.
- ➔ Residential Sound Insulation Program Update
 - 653 Applications received to date
 - Phase 3
 - Contractor final measurement visits the week of May 18
 - On target for summer construction

- Avigation Easements recorded when final measurements are completed

Phase 4

- Design visits completed
- 2nd visits/final homeowner signoffs will be scheduled for the week of May 4
- Tentative construction late fall/early winter 2026

Proposed Phase 5

- Additional noise testing in Wheeling and Prospect Heights
- Tentative timeframe for testing to begin early Fall of 2026

➔ Construction Projects:

- Taxiway Echo/Hotspot Mitigation: Targeting mid-July for construction start date
- Sky Harbour Project: Ordinance approval in Prospect Heights
- Runway 6/24 Closure:
 - FAA site visit on April 22nd
 - Planned to close on May 1st – notice was sent to tenants
- MWRD: Project should be completed by 4/24/26

➔ Other Projects:

- We were informed by Congressman Schneider's office that we were not selected as one of the Community Directed Spending projects. Senator Duckworth's office has asked for further information
- RFP Grounds Maintenance Services – We received five responses. Staff recommendation for Board to approve Milieu Landscaping
- RFQ Engineering Consultant April 30th (July/August Meeting)
- We are currently reviewing stormwater needs along Tower Road and will present recommendations to the Board once analysis is complete

➔ 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 had positive responses to our request for an allocation to the building

- The Illinois Public Airport Association legislation for road fund revolving funds – \$120 million per year
- 1.25 % Tax
- ➔ Public Affairs
 - The Airport Maintenance team has welcomed four interns from Embry=Riddle, Lewis University, Saint Louis University, and SIU Carbondale
- ➔ Agenda 26-009: Resolution to Contract with Milieu Landscaping for Grounds Maintenance
 - 5 Respondents to our Request for Proposal (RFP)
 - Milieu Landscaping (Cheapest Overall) - \$26,050
 - Flecks - \$27,176
 - G&S - \$28,950
 - Langton - \$29,035
 - Moreno - \$76,044
 - Requesting authority for the Executive Director to negotiate and execute a contract with Milieu Landscaping (previous vendor)
 - Two (2) year initial term
 - Extension options for three additional one-year renewals
 - Resolution requested for a sum NTE \$29,000 per year
 - Built in buffer to plan for contingencies
 - Analysis based on average of 30 ½ weeks of service per year
- ➔ Upcoming Meeting and Events
 - Wednesday, May 20, Regular Board Meeting
 - Monday, Memorial Day (Office will be closed)
 - Wednesday, June 17th Regular Board Meeting
 - Saturday, June 27th, Run 'n' Rock the Runway

Director Kearns suggested adding mileage data to the one-page vehicle report alongside fuel type information and requested clarification on the status of Airport 20. Andrew Wolanik responded that the vehicle performed well over the winter with only minor, typical issues and that he used it frequently without concern.

Director Kearns also asked about forklift usage. Andrew Wolanik explained it is used year-round for deliveries and maintenance work, including with a man basket for lift tasks, winter deicing support, and T-hangar repairs requiring vertical reach.

Director Kearns noted the fleet of six pickup trucks for six maintenance staff and asked about their assignment. Andrew Wolanik said they are generally used for all tasks, with two primarily assigned to interns but also used for plowing. He added that Airport 91 is now used as a paint truck to preserve newer vehicles.

Director Kearns concluded by asking whether the airport evaluates replacing aging vehicles versus reconfiguring existing equipment, citing cost and capital planning concerns. Andrew Wolanik confirmed that such evaluations are part of their process.

C. Board Members' Comments

Director Saewert asked Andrew Wolanik whether a replacement broom had been ordered given long lead times; Andrew confirmed it had not. Director Saewert also asked about disposition of replaced vehicles. Wolanik explained that older vehicles are typically retained for intern use when possible, and surplus vehicles are brought to the Board for approval prior to sale. He noted Airport 14 will be declared surplus upon replacement, and Airport 3 is currently under evaluation with no final disposition decision made. Director Saewert thanked staff for the inventory and requested improvements to the vehicle rating system to better distinguish condition levels, noting the importance of accurate assessments for upcoming capital planning.

Director Hellyer thanked staff for their work on the budget and specifically acknowledged Finance Director Griffith for the additional time spent orienting him to his new role as Treasurer. He noted that the discussions gave him a much deeper understanding of the connection between airport operations and the financial planning process.

D. Correspondence and Chairman's Comments

None.

VIII. New Business

A. Resolution 26-007 – A Resolution Authorizing the Payment of Claims

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

B. Resolution 26-008 – A Resolution Approving Rates, Charges, and Fee Schedules for Chicago Executive Airport

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

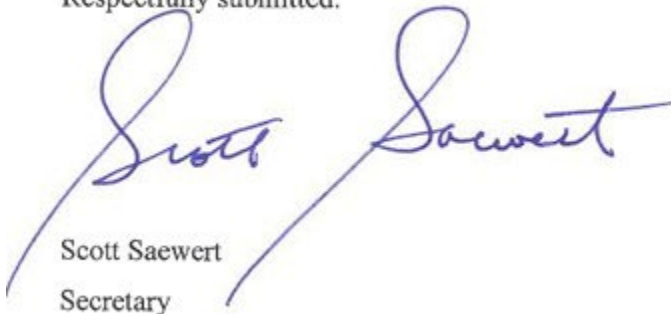
C. Resolution 26-009 – A Resolution to Award a Contract to Milieu Landscaping for Grounds Maintenance Services at Chicago Executive Airport

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

IX. Adjournment

At 6:32 pm a motion was made by Director Berman and seconded by Director Kearns to adjourn the meeting. The motion was approved by roll call. Ayes: Director Berman, Dolick, Hellyer, Kearns, Lang, and Saewert. Nays: None.

Respectfully submitted:



Scott Saewert
Secretary