

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING
WEDNESDAY, JULY 16, 2008
CHICAGO EXECUTIVE AIRPORT
1020 S. PLANT ROAD
WHEELING, IL 60090
6:30 P.M.**

I. Call to Order and Roll Call

Chairman Englehardt called the meeting to order at 6:35 p.m. Roll call confirmed the following present: Chairman Englehardt, Directors Widmer, Mendez, Kolssak, Ahlstedt, Arrigoni and Rooney.

Directors Absent: None

Also in Attendance Dennis Rouleau - Airport Manager
Jamie Abbott - Assistant Airport Manager
Henry F. Paul, Jr. - Finance Supervisor
Kathleen Pradd - Recording Secretary
Tom Lester - Airport Legal Counsel

II. Pledge of Allegiance

Following roll call Chairman Englehardt led those in attendance in the Pledge Of Allegiance.

III. Changes to Agenda

None

IV. Citizens Comments

None

V. Approval of the Consent Agenda

A motion was made by Director Kolssak and seconded by Director Rooney to approve items on this evening's Consent Agenda to include:

- Item A – Approval of the Chicago Executive Airport Board of Directors June 18, 2008 Regular meeting minutes as presented;
- Item B – Resolution 08-024 – A Resolution authorizing the payment of claims;

The motion was unanimously approved by a roll call vote. Aye votes included: Directors Kolssak, Ahlstedt, Rooney, Mendez, Widmer and Arrigoni. Nay votes: None. Absent: None.

VI. Consideration of items removed from the Consent Agenda

None

VII. Hearings and Reports

A. Treasurer's Report

- Operating expenses are below the YTD budget by \$165,059.
- Operating income was \$257,580 resulting in a net favorable budget variance of \$172,251.
- Other income and expense is unfavorable indicating an over budget variance of \$21,670. Outstanding money due from IDOT is a contributing factor.
- Net income before depreciation and other non-cash expenses was \$229,356 or \$150,581 over the budget. Net income after depreciation and other non-cash expenses was \$93,364.
- Statement of cash flows indicates a net increase in cash for the fiscal year of \$162,732.
- Net assets are very good

B. Airport Manager – Dennis Rouleau, Airport Manager reported:

- ➔ Submitted a monthly report for the Board to review.
- ➔ 2008 Airport Pavement Repair is being re-bid two ways, based on work being completed at night or from 10:00 a.m. to 2:00 p.m. daily from Monday through Friday on the main runway. The bid notice is on the streets now with the normal plan holder companies and will be published in the Daily Herald from Friday, July 18th through Sunday, July 20th.
- ➔ The blast fence repair estimate was revised by Peerless. They originally quoted twice the amount of fencing that was required. A second quote was received from another vendor as well. A purchase order for \$12,000 was given to Peerless. The project should be completed in approximately three to four weeks.
- ➔ Airport Layout Plan (ALP) - has been submitted to the FAA and IDOT. It is imperative that we complete this project before going on to other projects such as EMAS.
- ➔ A meeting with Cook County regarding property taxes is anticipated within the next two weeks. The Airport manager will be reporting on the results of that meeting.
- ➔ The Collings Foundation will be arriving at CEA on Friday, July 18th with four WWII aircraft, one of which is the only P-51 still flying from WWII. They will be here all weekend until Monday, July 21st. Press passes are available for flights. See Laura Witlox of One Zero Charlie tonight if you are interested.
- ➔ Jet Preview - On September 18th, Ken Ross will be organizing the Jet Preview. This is like a mini NBAA convention with static displays of Aircraft and Porsche automobiles. Location on our Airport is still being decided.
- ➔ Fuel sales in June were higher than last year at this time. Signature's efforts to reduce their fuel prices are probably a contributing factor and the Airport thanks them for that.
- ➔ Runway Restaurant (formerly Fiddler's) is asking for donations from the Airport that they can use as memorabilia to decorate the restaurant. No "P word" items will be given to them. The Chairman also gave the restaurant manager information on our pilot shops. Director Rooney suggested contacting Esther Noffke to see if she would like to donate anything.

- G/A conference call meeting- The Airport Manager participated in a AAAE conference call today that included G/A airports around the country. Some topics included:
 - a. Fuel prices (Dennis distributed a fact sheet produced by Centennial Airport in Colorado showing a history of fuel pricing)
 - b. New TSA regulations for general aviation will be in the future.
 - c. Discussion of new 100 low lead fuel that may be out in 2010 or later depending on when a replacement can be provided. ¼ % of all fuel sold in the country is AVGAS.
 - d. Recent contamination of Jet A fuel was discovered at the depots. Contamination has been corrected.
 - e. Congress has passed the extension of the AIP in the last 3 months.
- Diesel Tank - Good news. The water samples taken are very good, look like drinking water. We are confident that we can close out the project with no further action. A resolution will be presented to the board on the August 2008 agenda to approve the actions of the Airport Manager.
- Chairman requested an update on the progress of the T-Hangar project. There was a meeting at the end of June with the voluntary T-Hangar committee (not appointed by the Airport) and the Village of Wheeling's (VOW) Fire Marshall and Fire Chief to discuss some plumbing issues. The Airport Manager met with VOW Community Development and he feels there may be some relief in the floor drain requirement which could reduce the cost of construction. Mr. Doerner spoke on the phone with the Airport Manager today to arrange a meeting with him. The Airport Manager asked him to send an email with an outline of his concerns and he would certainly take a look at it. He is open to any ideas that would save money. Brian Welker of CM&T said Erect-A-Tube currently shows an approximate 25% increase in raw materials since March, 2008. Before going out to bid, the final construction plans need to go to the VOW Community Development for approval. Director Rooney commented that there is a short window of time between the approval process and actual construction, so we need to be fully prepared to begin the project with funding, etc. before submitting the plans. After much discussion by the board members, it was suggested that Mr. Chrzastowski bid on the project and offer some value engineering suggestions at that time. Director Rooney commented that Dennis, as Airport Manager should continue to be the lead on this project.
- The Chairman inquired about the current waiting list for the southwest T-Hangars. The Airport Manager explained the procedure for choosing the next tenant for t-hangars.

C. Public Relations Report

Laura Witlox of One Zero Charlie reported on the following:

- 4th of July parades- She thanked everyone who participated in the event.
- Collings Foundation- Press passes for airplane rides were given to Pioneer Press. See Laura if you are interested in receiving one.
- Palwaukee Squadron of the Civil Air Patrol is hosting "Operation Thank You", a program to provide needed supplies to our troops overseas. There is a drop box in the lobby of the Airport Manager's office that you can donate supplies to during regular business hours, as well as a drop box at Signature Flight Support that's accepting donations 24/7.

- The Village of Wheeling was mentioned in the Family Circle magazine as being one of the top 10 cities for families. There is a link on the CEA website under communities with the article.
- CEA also has a presence at the CABAA golf outing on August 21st.
- One Zero Charlie (10C) is currently getting bids on the transit light aerial photo for the board room.
- NBAA planning is in full force. 10C is working with MG design on the booth and will have more information available next month.
- JEPP card design project is in progress. Intern Beth Hoover is working with the tower and CM&T on this project and 10C will be doing the final design. Director Ahlstedt commented that there should be a mention about noise sensitive neighbors on the card.
- Next newsletter will be underway. Any suggestions for topics for the newsletter should be forwarded to Laura at her email address. Director Rooney suggested using the board group photo that was taken at tonight's meeting in the next edition.

Michael Stanard of 10C presented their concept for a new advertising campaign for CEA:

- A mockup of the new ad pasted in Crain's Chicago Business (with a local presence of 50,000 subscribers) and Professional Pilot's magazine (with a national presence of 40,000 subscribers) was distributed to the board members for review.
- Idea concept that can last 2 to 4 years, "This Guy's the Limit" would profile different users on our Airport for each publication as well as advertise the Airport itself with each ad.
- Suggestion on ways to measure the success of the ads, such as a website pop up, return mail response within the ads, etc. were discussed.
- Advertising budget needs to be decided by the Board in order to proceed with the campaign.

The general concept was favorably received by the board. Three story boards at different price levels should be developed to present to the board for next month's board meeting.

D. Board Member's Comments

- Directors Kolssak, Rooney, Widmer, Ahlstedt and Mendez had no comments at this time.
- Director Arrigoni commented that the new aerial photo of the Airport was the first piece of artwork hung in the new City Hall in Prospect Heights and it looks great.

E. Correspondence and Chairman's Comments

Chairman Englehardt commented on the following:

- ➔ He continues to receive correspondence regarding the T-Hangar project.
- ➔ Introduced Rick Cantalupo, IDOT deputy director, present at our meeting.
- ➔ The Chairman commented that he and his son, A.J. landed at Signature Flight Support a few weeks ago and they were very impressed with the service that they received. The location is very accessible to the 94th Aero Squadron Restaurant now and they walked to the restaurant for dinner. The evening was a very nice experience.

VIII. Old Business

- None
- A question was raised by Director Ahlstedt regarding whether or not community issues that are brought up during the User Meetings should be discussed at our Board meeting. The Airport Manager directly contacts Village Manager or City Administrator with issues of concern.

IX. New Business

A motion was made by Director Kolssak and seconded by Director Arrigoni to approve the items under new business:

- Resolution 08-025 – A Resolution to approve the preliminary TIPS FY 2010-2014 Program for Chicago Executive Airport.
- The Airport Manager discussed highlights of the program for the audience and explained the funding process. He announced a TIPS meeting has been scheduled on September 23rd at 10:00 a.m. in Springfield and invited all board members.

The motion was unanimously approved by a voice vote.

X. Executive Session

A motion was made by Director Ahlstedt and seconded by Director Kolssak to convene into Executive Session pursuant to 5 ILCS 120/2(c) (11) and (6) to discuss Approval of Executive Session Minutes, Employment, Compensation, Discipline, Performance, or Dismissal of a Specific Employee(s) of the Airport, Probable or Imminent Litigation and the Sale or Leases of Property Owned by Chicago Executive Airport. The motion was unanimously approved by a roll call vote. Aye votes included: Directors Rooney, Mendez, Arrigoni, Ahlstedt, Kolssak and Director Widmer. Nay votes: None. Absent: None.

The Board reconvened to Regular session at 8:58 p.m.

XI. Action Take from Executive Session

None

XII. Adjournment

A motion was made by Director Ahlstedt and seconded by Director Arrigoni to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting adjourned at 9:00 p.m.

Respectfully submitted,



Darlene Ahlstedt
Secretary