

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, JULY 15, 2009
CHICAGO EXECUTIVE AIRPORT
1020 S. PLANT ROAD
WHEELING, IL 60090
6:00 P.M.**

I. Call to Order and Roll Call

Chairman Englehardt called the meeting to order at 6:03 p.m. Roll call confirmed the following present: Chairman Englehardt, Directors Widmer, Mendez, Kolssak, Ahlstedt, Arrigoni and Rooney

Also in Attendance: Dennis Rouleau - Airport Manager
Jamie Abbott - Assistant Airport Manager
Henry Paul - 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

A motion was made by Director Rooney and seconded by Director Mendez for the removal under new business of item IX. E – Resolution 09-028 A Resolution to approve a Lease Agreement for Hangar 4 with Brigadoon Aviation, LLC to be moved to item XI. Action taken from Executive Session.

The motion was unanimously approved by a voice vote.

IV. Citizens Comments

None

V. Consent Agenda

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

- Item A – Approval of Minutes as follows:
June 17, 2009 Regular Meeting Minutes as presented;
May 27, 2009 Executive Session Minutes approved, but not released as presented;
- Item B – Resolution 09-025- A Resolution authorizing the payment of claims as presented;

Director Arrigoni made a small addition to the June 17, 2009 Regular Meeting minutes to include her thanks to Atlantic Aviation for their contribution to the Prospect Heights 4th of July parade.

The motion to approve the consent agenda was approved by a roll call vote. Aye votes included: Directors Ahlstedt, Rooney, Mendez, Widmer and Arrigoni
Abstain: Director Kolssak
Nay: none

VI. Consideration of items removed from the Consent Agenda

No items were removed from the consent agenda

VII. Hearings and Reports

A. Treasurer's Report

Director Widmer reported/ commented on the following Year to Date (YTD) expenses:

- Operating expenses- Total operating expenses are below the YTD budget by \$146,085 for the fiscal year.
- Operating income- The YTD actual operating income was \$194,329 resulting in a net favorable budget variance of \$141,051 for the fiscal year.
- Other income and expense is favorable indicating an under budget variance of \$9,964 for the fiscal year to date.
- Net income before depreciation and other non-cash expenses was \$182,777 or \$151,015 over the budget. Net income after all depreciation and other non-cash expenses was a loss of \$226,526.

B. Airport Manager's Report

Airport Manager, Dennis Rouleau reported on the following:

- A Public Hearing was held last week for the Southeast Quadrant project. Representatives from Prospect Heights who spoke were Mayor Vole and City Administrator Pam Arrigoni. Alderman Dalessandro, Alderman Hamen and Alderman Higgins provided written positive comments as well as Steve Skiber, Building and Zoning Director. There were no negative comments. Everything has been submitted to the FAA and everything should be wrapped up by the end of this month.
- Waste Management is still working with MWRD and has not connected to the Airport's system yet. Rental is being paid to the Airport by Waste Management.
- The Part 150 study is still in the hands of the FAA and hopefully there will be some movement on that very soon.
- The Airport Manager did a very positive interview with the Daily Herald regarding business aviation that is due to be published next week.
- The Airport staff and float participated in the 4th of July parades in both the City of Prospect Heights and the Village of Wheeling. \$500 was donated to the Village of Wheeling for their fireworks on behalf of the Airport.
- The Airport assisted the Village of Wheeling with the Northbrook College of Healthcare project located at Palatine and Wolf Road by submitting necessary documents regarding airspace to the FAA.
- Under New Business on tonight's agenda is resolution 09-027 awarding a contract to demolish hangar 1 and 14 at Chicago Executive Airport. We received 25 requests for bids and 15 actual bids for this project.

- For marketing purposes, the Airport purchased a new backdrop for our tent that is used for golf outings such as CABAA or Chamber.
- Ed Bolen from the NBAA was at our Airport with FOX news. A link was sent to the board showing the entire interview.
- The fuel cleanup at the main ramp still hasn't happened. We are working with Signature on that issue. A meeting with their environmentalist is scheduled for next week.
- A pre-construction meeting was held for the pavement repairs. The work will begin shortly. The project came in at approximately \$100,000 below engineer's estimate.
- A notice to proceed for Taxiway Lima is expected on Monday.
- We are hearing good news about the \$1.35 million from IDOT. We have not received it yet but it's programmed and it's in Washington right now. We have about 2 months into the project using the \$2.3 million we have before that money is needed.
- The Village of Wheeling has requested a Memorandum of Understanding from the Airport for the Taxiway Lima area where the Wheeling water main intersects. In the case of a water main break in the future, the Village wants the Airport to guarantee access to that area. A resolution will be on the August agenda regarding this issue for board approval.
- The Chamber of Commerce requested permission from the Airport to set up a refreshment tent to sell water and pop as a fundraiser at the southeast area of the Airport during the Collings Foundation event showcasing the World War II aircraft being held at the end of this month.

C. Public Relations Report

There was no public relations report this month.

D. Board Member's Comments

- Director Arrigoni thanked the Airport for providing the meal at the Joint Workshop Meeting and thanked everyone who participated in the 4th of July parade. She also thanked everyone who spoke in favor of the Sovereign project at the Public Hearing.
- Director Kolssak mentioned the EAA event coming up in Oshkosh. He feels that it is a missed public relations opportunity and with fuel incentives from the FBO's it would be a chance for our Airport to boost air traffic as well. He would like the Airport to have discussions in December of this year for participating in next year's event. The Chairman will be attending this year on our behalf and the Airport Manager offered to take board members up for the day in the Airport van if there was an interest.
- Director Widmer commented that he and his wife participated in this year's 4th of July parade and Jamie Abbott and the Airport did a great job on the float and they had a good time.
- Director Ahlstedt echoed Pam Arrigoni's thanks and remarked at what a lovely new Village Hall Wheeling has. She attended a one day NBAA forum in St. Paul, Minnesota and sent her report on the event to all elected officials. At the Joint Meeting, she was told that elected officials didn't feel they were getting enough information about the Airport, so she has decided to add everyone to her emails regarding the Airport. She will be attending the Young Eagles events on July 22nd and Saturday, July 25th. Contact her if you would like to help.
- Directors Mendez and Rooney had no comments.

E. Correspondence and Chairman's Comments

The Chairman had no comments this month

VIII. Old Business

There was no old business to discuss.

IX. New Business

- Item A – Discussion of 2011-2015 Transportation Improvement Program (TIPS) was moved to Item E to allow for engineer's discussion.

A motion was made by Director Rooney and seconded by Director Widmer to approve the following item on this evening's new business to include:

- Item B- Resolution 09-008 A Resolution to approve a Lease Termination Agreement with Executive Service Center, LLC – tabled on 2/18/09

A motion was made by Director Ahlstedt and seconded by Director Arrigoni to move Resolution 09-008 to XI. Action taken from Executive Session.

The motion was unanimously approved by a voice vote.

A motion was made by Director Rooney and seconded by Director Arrigoni to approve the following item on this evening's new business to include:

- Item C- Resolution 09-026- A Resolution approving a Third Amendment to a Fixed Base Operation Net Ground Lease Agreement with Sovereign-Ross, LLC as presented;

The motion was unanimously approved by a voice vote.

A motion was made by Director Arrigoni and seconded by Director Rooney to approve the following item on this evening's new business to include:

- Item D- Resolution 09-027 A Resolution authorizing the Award of Contract to demolish Hangar 1 and 14 at Chicago Executive Airport as presented;

The motion was unanimously approved by a roll call vote. Aye votes included: Directors Kolssak, Rooney, Ahlstedt, Arrigoni, Widmer and Mendez

- Item E- Discussion of 2011-2015 Transportation Improvement Program (TIPS)

Due to the absence of the engineer, the Airport Manager showed a presentation of the TIPS preliminary draft and described each project, the estimated cost and funding for each and the proposed calendar year each project is scheduled to begin. After further discussion and adjustments, the TIPS program will be on the August 2009 agenda for approval.

X. Executive Session

A motion was made by Director Widmer and seconded by Director Kolssak to convene into executive session pursuant to 5 ILCS 120/2 (C21) to discuss approval of executive session minutes, and the sale or lease of property owned by Chicago Executive Airport.

The motion was unanimously approved by a roll call vote. Aye votes included: Directors Ahlstedt, Mendez, Kolssak, Arrigoni, Widmer and Rooney

XI. Action Taken from Executive Session

A motion was made by Director Rooney and seconded by Director Widmer to approve the following item taken from executive session to include:

Resolution 09-008- A Resolution to approve a Lease Termination Agreement with Executive Service Center, LLC

The motion was approved by a majority roll call vote.
Aye votes included: Directors Rooney, Mendez, Kolssak and Widmer
Nay votes included: Directors Arrigoni and Ahlstedt

A motion was made by Director Rooney and seconded by Director Kolssak to approve the following item taken from executive session subject to the completion of the Lessee/Operator Application and submitting all materials in connection with the application by Brigadoon Aviation, LLC according to the Airport's Minimum Standards to include:

Resolution 09-028 A Resolution to approve a Lease Agreement for Hangar 4 with Brigadoon Aviation, LLC

The motion was approved by a majority roll call vote.
Aye votes included: Chairman Englehardt, Directors Kolssak, Widmer and Rooney
Nay votes included: Directors Mendez, Arrigoni and Ahlstedt

XII. Adjournment

A motion was made by Director Kolssak and seconded by Director Arrigoni to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 8:14 p.m.

Respectfully submitted,



Darlene Ahlstedt
Secretary