

**CHICAGO EXECUTIVE AIRPORT  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
WEDNESDAY, JUNE 16, 2010  
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 6:00 p.m. Roll call confirmed the following present: Directors Widmer, Mendez, Ahlstedt, Helmer and Argiris. Absent: Director Kolssak by prior notification

Also in Attendance: Dennis Rouleau - Airport Manager  
Kathleen Pradd - Recording Secretary  
Tom Lester - Airport Legal Counsel  
Rita Booserup- Sikich, LLP

**II. Pledge of Allegiance**

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

**III. Changes to Agenda**

Items IX.D through item IX.G were moved from IX. New Business to XI. Action taken from Executive Session.

**IV. Citizens Comments**

None

**V. Consent Agenda**

A motion was made by Director Argiris and seconded by Director Widmer to approve the items on this evening's consent agenda to include:

- Item A. Approval of Minutes as presented;
  1. May 26, 2010 Regular Meeting minutes, as presented;
- Item B - Resolution 10-018- A Resolution authorizing the payment of claims as presented;

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

## **VI. Consideration of items removed from the Consent Agenda**

None

## **VII. Hearings and Reports**

### **A. Treasurer's Report**

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

- Operating expenses – For May, 2010, Administrative expenses are below budget by \$32,146 and Operating and Maintenance expenses are under budget by \$35,988.
- Operating income - The operating income for the month is \$110,091 which is better than the \$29,086 budgeted.
- Other income and expense- This category reflects interest income and expense, shows net revenue of \$364. The “other” item of \$1,260 is proceeds from the sale of the liquid storage tank..
- Net income- not including depreciation and other non-cash expenses was \$109,728 or \$94,603 better than budgeted. While we would like this type of results going forwards, reporting a single month is not a good representation of the entire year.

### **B. Airport Manager's Report**

Airport Manager, Dennis Rouleau reported on the following:

- ➔ Rita Booserup of Sikich, LLP was introduced to the Board.
- ➔ Jamie Abbott is attending a National Guard Conference in Ft. Lauderdale, Florida
- ➔ 4<sup>th</sup> of July Parade- Call Dennis or Kathy if you would like to participate in the City of Prospect Heights 4<sup>th</sup> of July parade.
- ➔ Open House- Collings Foundation will be here. Volunteers are needed. We currently have 3 food vendors and Club 94 will have beer sales. The Civil Air Patrol will have a beverage concession and assist with parking. The Village of Wheeling will have 2 or 3 police officers directing traffic on Milwaukee Avenue.
- ➔ Brian Welker of CM&T gave an update on the Northeast t-hangar project, EMAS and TIPS. Fulfab shop drawings will be going to the Village of Wheeling engineers and Kevin Gray regarding the Metropolitan water permits. Dennis and Brian attended a productive meeting with the FAA and IDOT last month to discuss EMAS and funding for the project. The Airport Manager strongly recommended that the project be completed in 2011. There will be a meeting with IDA in September, 2010 to discuss our TIPS projects. A current listing of the TIPS programs was distributed to the Board for discussion.

Phase 2 of the Taxiway Lima project should be funded and come off the list. The next priority will be Taxiway Echo and EMAS. The Part 150 study is moving through the approval process. There are some minor issues that still need to be worked out but should be completed by October of this year.

- A Joint workshop meeting date needs to be set with the Airport and communities- probably in the fall.
- Dan Berg of Sikich provided the Board with a cost summary of their services. A proposal will come before the Board at next month's meeting.

#### **C. Public Relations Report**

- Michael Stanard of One Zero Charlie had an emergency meeting and was not able attend our meeting. The Airport Manager reported they are currently working on the Open House, commemorative bricks for the public library and our website.

#### **D. Board Members Comments**

- Director Helmer asked about the Young Eagle's participation in the Airport Open House. He wanted to know if they are able to coordinate airplane rides at the Open House in addition to their exhibit table. He also questioned the starting date of the new T-Hangar project and asked the Airport Manager to explain the EMAS project in further detail.
- Director Argiris discussed the current IGA procedures that involve both communities, the Airport, their respective engineers and their respective attorneys for Airport projects. He feels it is too costly for all concerned. He also made a recommendation to the Airport to once again look into the cost of changing the structure of the Airport's employee retirement benefits from the current 401 plan to the IMRF plan.
- Directors Mendez, Widmer and Ahlstedt had no comments.

#### **E. Correspondence and Chairman's Comments**

- Chairman Englehardt commented that EMAS would be a win/win for everyone, the Airport users and the communities. It doesn't change any of the rules for the size of the Aircraft allowed at our Airport, the end result being safety. The Airport Manager interjected that there have been two runway overruns in the Airport's history, one in the 1970's, a Saber liner aircraft that ran into Palatine Road and landed at Lewis Equipment Company. The Chairman suggested that we reach out to other airports that have EMAS to get more information. He also mentioned that the Young Eagles event will be this Saturday at Signature Flight Support.

## **VIII. Old Business**

- Jamie Abbott's new title is not settled yet, but the position remains elevated from the Accounting position as far as the chain of command when the Airport Manager is not available.

## **IX. New Business**

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

- Item A- Resolution 10-019 A Resolution approving authorized signors for a Super Statement Saver account at Buffalo Grove Bank & Trust/ Northbrook Bank & Trust as presented;

Rita Booserup of Sikich commented that she reached out to Buffalo Grove Bank to get a better rate of return on our funds. There are other banks that offer more than .9% but that would require a longer term CD which is not encouraged.

The motion was unanimously approved by a voice vote. Absent: Director Kolssak

A motion was made by Director Mendez and seconded by Director Helmer to approve the next item on this evening's new business:

- Item B- Resolution 10-020 A Resolution approving a Collateral Security Agreement with MB Financial Bank, N.A. as presented;

The motion was unanimously approved by a voice vote. Absent: Director Kolssak

- Item C- A presentation and discussion regarding a hangar construction project by Signature Flight Support for International Aviation Properties, LLC

Mark Costa, General Manager of Signature Flight Support, appealed to the Board to approve the construction of a new hangar for International Aviation Properties, LLC. He said that International Aviation checked several other Airports and Signature is delighted and proud that they chose CEA. It could not have been possible without the combined efforts of the city, village, staff and Dennis. It will be a great growth opportunity for Signature Flight Support and will help the Airport in "Going Places". Al Palicki of SFS continued with the presentation explaining that they have been working on it for a year with the Village of Wheeling to receive TIF funding. He described the company as a medical facility currently operating out of hangar 8 that will be moving five aircraft into the new hangar. An artist's rendering showed the construction and landscaping for the hangar and discussion followed on the details. In closing, he commented that the addition of this hangar will be a win/ win situation for everyone, the Airport will have a beautiful new hangar, the community will generate additional tax revenues, SFS will retain a good customer and make the best use of their option property. There is still a lot of work that needs to be done in order to move the

project along and he thanked the Board for their consideration tonight. Director Ahlstedt gave kudos to Wheeling for the TIF funds.

A motion was made by Director Argiris and seconded by Director Mendez to approve the next item on this evening's new business:

- Item H- Resolution 10-025 A Resolution approving an Amendment to a Lease Agreement between Chicago Executive Airport and Signature Flight Support for Hangars 5 & 6

The motion was unanimously approved by a voice vote. Absent: Director Kolssak

#### **X. Executive Session**

A motion was made by Director Argiris and seconded by Director Widmer to go into Executive Session.

Motion to go into Executive Session pursuant to 5 ILCS 120/2(C21, 6 and 8) to discuss approval of executive session minutes, the sale or lease of property owned by Chicago Executive Airport and potential or threatened litigation.

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

#### **XI. Action Taken from Executive Session**

The meeting reconvened at 7:56 p.m. Approval of the following items removed from the agenda under IX. New Business is as follows:

A motion was made by Director Argiris and seconded by Director Widmer to approve the following item subject to such minor and non-substantive corrections and changes as may be approved by the Airport Manager and Airport outside Counsel;

- Item IX.D- Resolution 10-021 A Resolution approving a Net Ground Lease Agreement for Hangar #20 with Signature Flight Support

The motion was unanimously approved by a voice vote. Absent: Director Kolssak

A motion was made by Director Argiris and seconded by Director Widmer to approve the following item subject to such minor and non-substantive corrections and changes as may be approved by the Airport Manager and Airport outside Counsel;

- Item IX.E- Resolution 10-022 A Resolution approving a Master Landlord Subordination, Attornment and Non disturbance Agreement between

Signature Flight Support, International Aviation Properties, LLC and  
Chicago Executive Airport

The motion was unanimously approved by a voice vote. Absent: Director Kolssak

A motion was made by Director Argiris and seconded by Director Widmer to approve the following item subject to such minor and non-substantive corrections and changes as may be approved by the Airport Manager and Airport outside Counsel;

- Item IX.F- Resolution 10-023 A Resolution approving a Sublease Agreement with Signature Flight Support and International Aviation Properties, LLC

The motion was unanimously approved by a voice vote. Absent: Director Kolssak

A motion was made by Director Argiris and seconded by Director Widmer to approve the following item subject to such minor and non-substantive corrections and changes as may be approved by the Airport Manager and Airport outside Counsel;

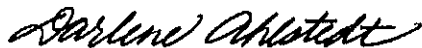
- Item IX.G- Resolution 10-024 A Resolution to approve a Second Amendment to the Hangar #19 Lease with Palwaukee Aviation, Inc.

The motion was unanimously approved by a voice vote. Absent: Director Kolssak

## **XII. Adjournment**

A motion was made by Director Helmer and seconded by Director Ahlstedt to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 8:00 p.m.

Respectfully submitted,



Darlene Ahlstedt  
Secretary