

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, SEPTEMBER 15, 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 6:04 p.m. Roll call confirmed the following present: Chairman Englehardt, Directors Widmer, Mendez, Kolssak, Ahlstedt, Helmer and Argiris. Absent: None

Also in Attendance: Dennis Rouleau - Airport Manager
Jamie Abbott, Assistant Airport Manager
Kathleen Pradd - Recording Secretary
Tom Lester - Airport Legal Counsel
Dan Berg- Sikich, LLP

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 Argiris and seconded by Director Widmer to move the following resolution from IX. New Business on this evening's agenda:

Item A. Resolution 10-040- A Resolution to accept the audit for the Fiscal Year ending April 30, 2010

Dan Berg of Sikich, LLP reported that in spite of personnel changes the audit went very smoothly and is ready to be submitted to the GFOA. Results of the audit show that in spite of the economy the Airport had a very good year. The Airport increased its net assets by \$2 million dollars. The Directors thanked the auditors for their work.

A motion was made by Director Argiris and seconded by Director Widmer to approve Resolution 10-040- A Resolution to accept the audit for the Fiscal Year ending April 30, 2010.

The motion was unanimously approved by a voice vote.

IV. Citizens Comments

None

V. Consent Agenda

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

- Item A. Approval of Minutes as presented;
August 18, 2010 Regular Meeting Minutes as presented;
July 21, 2010 Executive Session minutes, approved but not released as presented;
- Item B - Resolution 10-039- A Resolution authorizing the payment of claims as presented;

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

V. Consideration of items removed from the Consent Agenda

None

VI. Hearings and Reports

A. Treasurer's Report

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

- Operating expenses – At the end of August, total Administrative expenses are below budget by \$36,974 (31.05% expended) and Operating and Maintenance expenses are under budget by \$91,809 (24.98% expended). Part of the O&M under budget amount is due to only \$7,200 being spent of the \$50,000 Pavement Marking line item.
- Operating income - The operating income for the four months is \$192,215 over what was budgeted.
- Other income and expense- This category, reflecting interest income and expense, shows net expense of \$55,848. Interest income is over budget by \$1,065 and interest expense is under budget by \$14,245.
- Net income- Year-to-date net income, not including depreciation and other non-cash expenses is \$269,620, which is \$209,123 better than budgeted.

B. Airport Manager's Report

Airport Manager, Dennis Rouleau reported on the following:

- Rita Boserup was unable to attend tonight's meeting due to a personal commitment. Jamie Abbott is out of the office for two weeks due to National Guard Duty.
- T-Hangar update- The giant rat was placed at Milwaukee Avenue again by the local union because the concrete contractor has not paid his employees. That issue should be resolved today.

The third T-Hangar building went up a few days ago. The fourth building is scheduled for the middle of next week. The Pro Forma number of 44 hangar units leased was reached today.

- Hangar 5/6 sewer work is almost complete. The drainage is now very, very, good. Signature should be putting in new gutters this winter and that will also help to alleviate the ice buildup.
- International Aviation (IA) has started construction. It is expected to take 10 months to complete. We are waiting for Signature to return a memorandum of sublease that IA is requiring. They will return to us when executed.
- U.S. Customs- A letter from Signature was sent to all Board members regarding the new policy that U.S. Customs is trying to initiate at CEA. Al Palicki explained the hardship to customers of having U.S. Customs only process non-U.S. citizens at their facility at the Atlantic Aviation hangar instead of the entire Airport. The Airport Manager will contact the head of Customs to try to negotiate a settlement to this issue.
- Taxiway Lima project has begun. The first pre-construction meeting was last week. Letters were sent to the old T-Hangar tenants advising them that their leases will expire September 30th. The power will be terminated at the hangars on October 1st. After all permits and surveys have been completed the buildings should start to come down the middle to the end of October. The contractor plans to do underground work, dirt and stone only this year since it is late in the season. Work will be completed at night causing runway 16/34 to close from 10:00 p.m. until 6:00 a.m. to allow for the least disruption to the Airport.
- Eclipse Aviation has been advised of the schedules since they will be most affected by the construction.
- The bi-annual RSAT meeting was held today at our Airport. Most of the items to address have been completed. Discussions have begun for bypass taxiways and approaches.
- Industrial Lane- The Airport Manager met with the Village of Wheeling Economic Development department to discuss the Industrial Lane improvements. Concepts for area development and landscaping were distributed to the Board and discussed.
- RSA Property- IDOT Director Shea called and notified us that \$964,000 will be released to us as part of the RSA property reimbursement. A participation agreement should be available for our next meeting.
- Self Fueling- An RFP was created 3 or 4 years ago that included design, development and cost summaries for the project. The Airport would like the FBO's to submit their RFP to us for consideration. The Airport would buy the self fueling facility from the FBO and the FBO would operate it. After some discussion the Chairman commented that the piston community in the T-Hangars would be the main customers and self-fueling is something that they have been wanting for many years. Director Argiris and Director Kolssak asked for a business plan that would show the cost and risk to the Airport.

- Upcoming events- TIPS meeting is Wednesday, October 6th, IPAA conference in Galena is September 26-28th and the NBAA Convention is October 19th-21st. Two representatives from each community will be attending the NBAA. Ken Brady and Ray Lang from Wheeling and Richard Hamen and Amy Dalessandro from Prospect Heights.

C. Public Relations Report

None

D. Board Members Comments

- Director Helmer questioned whether the Airport has the right to replace the concrete contractor that continues to have strikes occur at the Airport. The Airport Counsel explained that it is the responsibility of the General Contractor to do that.
- Director Argiris asked for a consensus from the Board to approve the Sovereign Aviation Lease extension to December 29, 2010. Everyone on the Board had an opportunity to read the letter sent to them from Sovereign and speak with them personally. The Airport counsel read and explained the extension.
- Director Argiris announced that there is a huge hacking of ATM cards occurring in Wheeling, Buffalo Grove and Arlington Heights. Be cautious when using your card in these areas and do not give any personal information over the phone. The secret service is investigating and Channel 7 news has reported on it.
- Directors Kolssak, Helmer, Mendez and Ahlstedt had no comments.

E. Correspondence and Chairman's Comments

- Chairman Englehardt had no comment

VII. Old Business

None

VIII. New Business

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

- Item B- Resolution 10-041 A Resolution approving change order No. 2 with FBG Corporation for the T-Hangar project as presented;

The motion was unanimously approved by a voice vote.

IX. Executive Session

A motion was made by Director Ahlstedt and seconded by Director Helmer to go into Executive Session.

Motion to go into Executive Session pursuant to 5 ILCS 120/2(C1 and 5) to discuss approval of Executive Session Minutes, Employment Compensation, Discipline, Performance or Dismissal of a Specific Employee(s) of the Airport.

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

X. Action Taken from Executive Session

A motion was unanimously approved by a voice vote to approve the Fifth Amendment to Fixed Base Operation Net Ground Lease Agreement between Sovereign-Ross, LLC and Chicago Executive Airport.

XI. Adjournment

A motion was made by Director Ahlstedt and seconded by Director Helmer to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 7:35 p.m.

Respectfully submitted,



Darlene Ahlstedt
Secretary