

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
BUDGET WORKSHOP MINUTES
MONDAY, MARCH 13, 2017
1020 S. PLANT ROAD
WHEELING, IL 60090
6:00 PM**

I. Call to Order and Roll Call

Acting Chairman Betty Cloud called the meeting to order at 6:00 p.m. Roll call confirmed the following present: Directors Cloud, Katz, Kearns, Kiefer and Lang.

Absent: Director Kolssak

Also in Attendance: Jamie Abbott – Executive Director
 Jennifer Pfeifer - Executive Secretary
 Scott Campbell – Chief Financial Officer

II. Pledge of Allegiance

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

III. Changes to the Agenda

There were no changes to the agenda.

IV. Public Comments

There were no public comments.

V. Discussion of the FY 2018 Budget for Chicago Executive Airport

Jamie Abbott and Scott Campbell gave a presentation of the budget highlights, including changes from last year. Any additions or changes can be made and the budget will be presented for approval at the March 15th board meeting.

Acting Chairman Cloud then opened the discussion to questions and comments from the directors.

The new Customs facility was discussed. Director Lang asked that the Board be able to give input. Director Cloud asked what the timeline on the project is and how the new facility fits into the Master Plan. Director Katz questioned if the new facility is built will Customs agree to a length of stay at the airport.

Acting Chairman Cloud discussed airport staffing on page 3 and the Assistant Director position, the budget for the NBAA conference, the Directors' pay per meeting and if a meeting is missed. She also spoke about building repairs, and asked if there are any upcoming vehicle maintenance expenses. Director Cloud asked when Phase II of the Master Plan will wrap up. Jamie replied this summer. She would like all directors to hear the NEM Update presentation before the Joint Workshop and a report on the two outstanding loans.

Director Lang discussed the Capital A project on page 3, the Lima 1 Bypass, and suggested exploring reimbursement from the FAA for some of the debt. He questioned what the community reimbursements were and commented about building repairs and that no major work should be done if a new facility is going to be built. He spoke about Mead and Hunt and how informative their presentation was. They will be invited to the Joint Workshop. He also commented about computer noise modeling, noise monitors, the 310 departure, noise complaints and the next phase of the NEM Update.

Director Kiefer questioned revenues on page 4, the miscellaneous fees that account for 17%, asked about new debt on page 6 and does it include capital improvements.

Director Katz discussed what new revenue sources the airport will have in the future, asked about the sewer funds on page 7 and who was responsible for the repair to the sewer line break. He also commented on the RSA, about interest rates being low and asked that Scott research refinancing. He spoke about the tie-downs and Hangar 13; who is the tenant and how long is the lease and terms. He also commented about the sign rental income, LED lighting and EMAS maintenance. All Northeast T-hangars have LED's on the exterior and there has been a savings on the bills. The EMAS is inspected monthly and maintained at that time. Director Katz spoke about the RSA acquisitions.

Director Kearns asked for an explanation of capital improvements on page 10 and mentioned on page 12 that Eclipse is shown as short-term lease. There was discussion about the building condition that Eclipse is in. He questioned the employee retirement plan and its competitiveness. Jamie is exploring employee retention ideas and looking at pay schedules. Director Kearns asked if any employee was currently being reimbursed for education expenses. Jamie discussed some new training for the maintenance team this year. He asked about light projects and commented about improvements in lighting technology.

Jamie commented that the airport is still making contributions to building and equipment reserve funds.

Scott Campbell discussed the "Capital Other" item that is to prepare for possible future purchase of land. The wording could be changed to "Capital Future." He also spoke about the fact that urea will no longer be used on the runways to melt ice and that the new product being used is three to four times more expensive.

VI. Adjournment

A motion was made by Director Kearns and seconded by Director Katz to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 7:12p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Neal Katz". The signature is written in a cursive style with a stylized "Katz" ending in a flourish.

Neal Katz
Secretary