

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, APRIL 19, 2017
1020 S PLANT ROAD
WHEELING, IL 60090
6:00 PM**

I. Call to Order and Roll Call

Acting Chairman Katz 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- Recording Secretary
 Scott Campbell – CFO
 Tom Lester – Attorney
 Rob Mark - CommAvia

II. Pledge of Allegiance

Acting Chairman Katz led those in attendance in the Pledge of Allegiance.

III. Approval of Minutes

A motion was made by Director Kiefer and seconded by Director Lang to approve the minutes from the March 15, 2017 Regular Board Meeting. The motion was approved by a voice vote. Ayes: Directors Cloud, Katz, Kearns, Kiefer, and Lang. Nays: None. Absent: Director Kolssak.

IV. Changes to the Agenda

Executive Director Jamie Abbott requested a presentation be moved to item V before Public Comments.

- V. Executive Director Jamie Abbott presented Wheeling Village President Dean Argiris with a commemorative photo of the airport in appreciation of his service. President Argiris expressed his thanks and spoke about his work with the airport and community over the years.

VI. Public Comments

Phil Mader spoke about jet and piston aircraft noise this morning. He made a complaint to Rob Mark. He would like to know who the noise letters went out to and does not think that all pilots are aware of the nearby community.

Steve Neff, a resident of the Village of Wheeling, spoke about an aviation radio that the Wheeling Deputy Fire Chief had to purchase. He thinks that the airport should reimburse the fire stations for the radio and anything else that is specific to the airport.

VI. Hearing and Reports

A) Treasurer's Report

Director Kearns gave the treasurer's report. Fuel flowage numbers showed an increase. Flight Operations showed a decline. Customs were down slightly. For the fiscal year, operating revenues were over budget due to fuel flowage and expenses were under budget due to the mild winter. For the month, there was a net gain after transfers to equipment and property funds.

B) Executive Director's Report.

Executive Director, Jamie Abbott, reported on the following:

- ➔ The airport purchased a trial of new flight tracking software trial that has more information on every aircraft than Flight Aware.
- ➔ Update on the 310 departure test period has been approved by the Board of Directors and Village of Wheeling. The FAA will receive a request letter and then the 310 departure test period will begin. Data collection system to be determined. Input data will be important.
- ➔ Run the Runway will take place on July 1st, morning 5K run and 1K walk. Posters and flyers have been distributed and participants have already signed up.
- ➔ After considering a list of charities, the consensus was to split the proceeds from the Run the Runway event between PAPA and the 99's local Chicago chapter for their scholarship funds.
- ➔ Has an informational meeting with Vector, a company that has a camera system that captures all flights for tracking purposes.
- ➔ King Air gear up landing incident.
- ➔ Lima 1 taxiway project will start in late May and will last approximately 45 days with only one weekend runway closure planned.
- ➔ Going to AAAE Conference in second week of May – will have a report after he returns.

C) CommAvia Report

Rob Mark reported on the following:

- He spoke to reporters about the King Air incident.
- There were 28 noise complaints last month – most of them between 2200 and 0600.

- New flight tracking program and FlightAware upgrade will give more flight information.
- Data collection for the 310 departure – would like to take calls and track data.
- The informational flyer about drones will be delivered within the next few days to homes near the airport. He received a recent newspaper article from Director Cloud about drones. Spoke about graphic that the FAA is producing for all airports with a control tower that shows drone operators how high they can fly within certain distances from the airport.

Director Lang asked about the upgraded FlightAware website and suggested he keep a log of repeat offenders. Director Katz asked if there is a way to post an “after hours” notification of community awareness to pilots in the airport NOTAM’s.

D) Board Members Comments

- Director Kiefer thanked President Argiris for his service and hopes the new Village President will be as friendly. He asked Matt Dolick, Prospect Hts Alderman, to introduce himself.
- Director Lang commented about the aviation radio for the Wheeling Fire Department. He would like Jamie to contact the Deputy Fire Chief.
- Director Cloud asked if there was any damage to the runway by the King Air incident. She questioned if Prospect Heights Fire Department has an aviation radio and asked for follow up. She asked that Prospect Heights representatives to be invited to any meetings regarding the 310-departure procedure. She asked Scott about the past due rents and he addressed her questions. She spoke about the Executive Director and Chief Financial Officer job descriptions. Director Kearns commented that the CFO description was too much and thought some duties could be removed.
- Director Kearns thanked President Argiris. He also wanted Director Lang to know that his son will not be running the 5K this year. There is a reception at Signature’s hangar for the Dollars for Scholars scholarship winners on July 14th which is an opportunity to meet these outstanding kids. He reported that former Airport 7 van is alive, well and transporting mission workers in El Paso, TX and Juarez, Mexico.

E) Correspondence and Chairman’s Comments

- Acting Chairman Katz spoke about the following topics:
 - i. Thanked everyone for the opportunity to be Acting Chairman.
 - ii. Would like a wireless camera in the viewing area. Jamie said there will be a new light pole and Prospect Heights Police will install a camera that will be monitored from the police station.
 - iii. Asked what the time frame is for the 310 departure.
 - iv. Commented that CMT should be added to the monthly agenda under hearings and reports if they have any comments they would like to make at the Board Meetings. Would like to see updates on the Master Plan.

- v. Said that he would like the Board of Directors to look at the yearly Executive Director evaluation report and make comments. He would like this included on the May agenda under Old Business.

X. Old Business

None.

XI. New Business

A. Resolution 17-010 – A Resolution Authorizing the Payment of Claims;

A motion to approve was made by Director Cloud and seconded by Director Lang. The motion was approved by roll call. Ayes: Directors Cloud, Katz, Kearns, Kiefer, and Lang. Nays: None. Absent: Director Kolssak.

B. Resolution 17-011 – A Resolution Approving the Sale of Surplus Property;

A motion to approve was made by Director Cloud and seconded by Director Kearns. The motion was approved by roll call. Ayes: Directors Cloud, Katz, Kearns, Kiefer, and Lang. Nays: None. Absent: Director Kolssak.

C. Resolution 17-012 – A Resolution Approving a New Public Participation Policy at Board of Directors Meetings;

A motion to approve was made by Director Cloud and seconded by Director Kiefer. The motion was approved by voice vote. Ayes: Directors Cloud, Katz, Kearns, Kiefer, and Lang. Nays: None. Absent: Kolssak.

Director Kearns questioned how this policy is different and Jamie said this sets forth a specific policy in writing.

D. Presentation; Mead & Hunt – Noise Exposure Map (NEM) Update

Jamie introduced Ryk Dunkelberg and Jen Wolchansky from Mead and Hunt. Ryk said they are working on the NEM Update and have generated a current noise map. Jen said that a land use survey has been completed and there are 7164 people in 2459 houses located within the 65 DNL contour. This is the area that would be eligible for noise abatement measures.

Director Cloud asked if there will be a map showing the 65 DNL contour and homes that would possibly be eligible for funding. Ryk said yes and that the study will be completed sooner than anticipated and there will be a full presentation in June at the Joint Workshop Meeting.

Acting Chairman Katz asked if they are aware of the 310 departure and how will it be factored in. Ryk said that a current noise contour and a five-year forecast will be generated. The 310 departure could be evaluated in the Noise Compatibility Program (NCP) Study. Jamie commented that the NCP follows the NEM Update. The NEM Update will not factor in the 310 departure which is a future condition.

Director Lang would like the NEM Update process and next steps laid out on paper. Ryk commented that it can be part of the presentation in June and spoke further about the NCP. Director Lang asked when the final results will be available. Ryk believes in August.

XII. Executive Session – At 7:05 p.m. a motion was made by Director Cloud and seconded by Director Lang to go into Executive Session pursuant to 5 ILCS 120 (c)(6) to discuss the sale or lease of Airport property.

The motion was approved by roll call vote. Ayes: Directors Cloud, Katz, Kearns, Kiefer, and Lang. Nays: None. Absent: Kolssak

At 8:07 p.m. a motion was made by Director Kearns and seconded by Director Cloud to return to regular session.

XIII. Action Taken from Executive Session, if required

None.

XIV. Adjournment

A motion was made by Director Kiefer and seconded by Director Cloud to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 8:09 p.m.

Respectfully submitted,



James Kiefer
Secretary