

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, JUNE 28, 2017
SARANELLO'S BANQUETS – GRAND SALON
601 N. MILWAUKEE AVE.
WHEELING, IL 60090
4:00 PM**

I. Call to Order and Roll Call

Acting Chairman Katz called the meeting to order at 4:03 p.m. Roll call confirmed the following present: Directors Cloud, Katz, Kearns, Kiefer, Kolssak and Lang.

Absent: None

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 Kolssak and seconded by Director Lang to approve the minutes from the May 17, 2017 Regular Board Meeting. The motion was approved by a voice vote. Ayes: Directors Cloud, Katz, Kearns, Kiefer, Kolssak and Lang. Nays: None. Absent: None.

IV. Changes to the Agenda

There were no changes to the agenda.

V. Public Comments

There were no public comments.

VI. Hearing and Reports

A) Treasurer's Report

Director Kearns reported there was a normal increase in Jet A fuel sales and 100LL fuel increased as well. For the fiscal year the airport is over budget on revenue and expenses are under budget. There was a net gain after transfers to the reserves funds.

B) Executive Director's Report.

Executive Director, Jamie Abbott, reported on the following:

- ➔ State of Illinois – a shutdown is possible on the taxiway project if the state budget is not passed.
- ➔ NEM Update Open House will take place on June 29th at Hangar 19. It is open to the public where they can document their concerns.
- ➔ Saturday is the Run the Runway 5K and festival which will be the same as last year. Over 250 participants have pre-registered. The festival starts at 5:00 PM.
- ➔ The auditors are in the office working on the financial audit.
- ➔ Two RFP's will be posted. One is for pavement repairs, to remove a small part of pavement and crack sealing. The other is for remarking the airfield.
- ➔ Drones – There has been a lot of coverage in the media about drones. The airport's registration campaign has been successful.

C) CommAvia Report

Rob Mark reported on the following:

- He spoke about drones and the public service announcement that he created. The public service announcement will be on the airport website and will be made available to municipalities and anyone else who wants to use it. The CEA website is being used by the public for drone answers.
- Noise complaints – 24 last month which is down a bit from the prior month. There was a report of a jet running its engine on the 34 pad during the night. The crew was contacted about the disturbance.
- Filming at the airport – there will be a film crew from “The Pages” working on the airport in July. Hawthorne Aviation has received publicity from filming.

Director Katz had some questions about the jet that was running its engines at night. There was some discussion with Director Kolssak about possible solutions.

D) CMT

Brian Welker, CMT, introduced Craig Loudon who made a presentation about the Master Plan:

- ❖ Phase I of the Master Plan is complete and we are now in Phase II which involves facility requirements.
- ❖ He spoke about forecasting method, fleet mix, constrained and unconstrained forecasts, jet vs. piston traffic increase/decrease.
- ❖ Facility, aircraft storage and other requirements – existing airport vs. what will be required to meet the forecasted demand.

E) Board Member Comments

- Director Kiefer had no comments
- Director Lang had no comments.
- Director Cloud had no comments.
- Director Kolssak commented on the agenda for the Joint Workshop. He spoke about having a six-member board and each of the directors made comments in agreement. They discussed the IGA which Attorney Lester said states that there is a seven-member board.
- Director Kearns spoke about the Dollars for Scholars golf outing on August 7th. He commented that he is in favor of a six-member board.

F) Correspondence and Chairman's Comments

- ❖ There was no correspondence and the chairman made no further comments.

X. Old Business

None.

XI. New Business

A. Resolution 17-014 – A Resolution Authorizing the Payment of Claims;

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

B. Resolution 17-015 – A Resolution Approving a Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the Rehabilitation of Runway 12/30;

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

XII. Executive Session – At 4:45 p.m. a motion was made by Director Cloud and seconded by Director Lang to go into Executive Session pursuant to 5 ILCS 120/2 (c)(1), (6), and (11) to discuss employment compensation, discipline, performance or dismissal of specific employees, the sale or lease of Airport property, or pending or potential litigation.

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

At 5:36 p.m. a motion was made by Director Cloud and seconded by Director Kiefer to return to regular session.

XIII. Action Taken from Executive Session, if required

None.

XIV. Adjournment

A motion was made by Director Cloud and seconded by Director Kiefer to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 5:37 p.m.

Respectfully submitted,



James Kiefer
Secretary