

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, SEPTEMBER 16, 2015
1020 S. PLANT ROAD
WHEELING, IL 60090
6:00 PM**

I. Call to Order and Roll Call

Chairman McKenzie, called the meeting to order at 6:00 p.m. Roll call confirmed the following present: Directors Cloud, Katz, Kolssak, Lang and Pace. Director Kearns attended via phone conference.

Absent: None

Also in Attendance: Jamie Abbott – Executive Director
 Vicki Mayr - Recording Secretary
 Tom Lester – Airport Attorney

II. Pledge of Allegiance

Chairman McKenzie led those in attendance in the Pledge of Allegiance.

III. Approval of Minutes

A motion was made by Director Katz and seconded by Director Cloud to approve the minutes of the June 6, 2015 Joint Workshop and August 19, 2015 Regular Meeting. The motion was approved by voice vote.

IV. Changes to the Agenda

There were no changes to the agenda.

V. Public Comments

There were no Public Comments.

VI. Donation Presentation to Chicago Executive Pilots Association for the PAPA Scholarship Fund

Jamie Abbott presented a check for \$2,000 to Chicago Executive Pilots Association President Madeleine Monaco. Jamie explained that the money represented proceeds from the July 3rd Run the Runway 5K.

VII. Master Plan Presentation by Crawford, Murphy & Tilly

Brian Welker of Crawford Murphy & Tilly stated that, while waiting for the State budget to be passed, CMT is doing foundational work. He then introduced Jeff Dickenson of SB Friedman. Friedman's expertise is in economic development. Mr. Welker explained the necessity to wait for the State to pass a budget in order to secure the funding match.

VIII. Hearing and Reports

A) Treasurer's Report

As Director Kearns was attending by phone, the Treasurer's report was given by Scott Campbell. Scott reported that, although flight operations were down, Jet A fuel sales increased. 100LL remained flat. Revenue is down slightly due to the vacancy of Hangar 11. He stated payments were made to the CERF and building funds.

B) Executive Director's Report.

Executive Director, Jamie Abbott, reported on the following:

- ➔ Due to a conflict with the NBAA Conference, Jamie requested and received a date change for the November regular meeting to November 11th, 2015.
- ➔ An offer was made to Elizabeth Makowski for the Administrative Assistant position.
- ➔ The first Noise Committee meeting was held on Tuesday. Jamie will provide the Board with the committee's recommendations. The next meeting will be December 8, 2015 at 6:30pm.
- ➔ The WPH Chamber held an event at Atlantic Aviation on Tuesday for area manufacturers to meet with high schools and universities.
- ➔ Jamie will be in Springfield for the annual TIPs meeting on October 6th.
- ➔ There will be no EMAS construction this weekend because of the BMW Championship. To make up the time, there will be two 4 day weekend closures.
- ➔ In response to a Director's inquiry about past due accounts, Jamie stated that attorney Tom Lester will assist with collections. Jamie will report back next month.

C) CommAvia Report

- Rob Mark reported about the Noise Committee meeting and the WPH Chamber meeting. He is working on an ad in the Journal & Topics and has been contacted about filming at the airport by the Illinois Film Council. He stated that the old website at Palwaukee.org will soon be shut down and transferred to the new site.

D) Board Members Comments

- Director Katz had no comment.
- Director Kolssak had no comment.
- Director Lang had no comment.
- Director Cloud had no comment.
- Director Pace had no comment.
- Director Kearns asked Scott Campbell about the short term rentals. Scott responded that Hangar 8 has been moved from a short to long term rental.

E) Correspondence and Chairman's Comments

- Chairman McKenzie had no comment.

IX. Consent Agenda

A. Resolution 15-023 - A Resolution Authorizing the Payment of Claims;

A motion was made by Director Pace and seconded by Director Lang to approve Item A on this evening's consent agenda.

Director Kolssak requested that Jamie Abbott to look into reducing the fees charged by Sikich for IT services.

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

X. Old Business

There was no old business.

XI. New Business

A. 15-024 - A Resolution to Approve a Participation Agreement for the Rehabilitation of the Phase 2 East Quad Apron between the Illinois Department of Transportation and Chicago Executive Airport, Wheeling/Prospect Heights, IL;

A motion to approve was made by Director Katz and seconded by Director Lang.

This agreement is for the removal of the remaining grass island at the East Quad Apron. Brian Welker explained that the State is committed to this project and will fund it provided that the work is not substantially completed before the budget passes.

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

XII. Executive Session

There was no Executive Session.

XIII. Action Taken from Executive Session

There was no action taken from Executive Session.

XIV. Adjournment

A motion was made by Director Kolssak and seconded by Director Cloud to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 6:36p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Neal Katz". The signature is written in a cursive style with a large, stylized "N" and "K".

Neal Katz
Secretary