

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, OCTOBER 19, 2016
1020 S PLANT ROAD
WHEELING, IL 60090
6:00 PM**

I. Call to Order and Roll Call

Chairman Tourtelot called the meeting to order at 6:00 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
Scott Campbell – Chief Financial Officer
Jennifer Pfeifer- Recording Secretary
Tom Lester – Airport Attorney

II. Pledge of Allegiance

Chairman Tourtelot 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 from the September 21, 2016 Regular Board Meeting. The motion was approved by a voice vote. Ayes: Directors Cloud, Katz, Kearns, and Kiefer and Kolssak. Nays: None. Abstain: Director Lang. Absent: None.

IV. Changes to the Agenda

Item VI. C. CommAvia Report was removed from the agenda due to Rob Mark being absent.

V. Public Comments

Michael Haupt from Aviation Explorers extended thanks to the airport for the use of the meeting room. He gave a description of Aviation Explorers, specifically noting their educational and volunteering opportunities.

Steve Neff, Wheeling resident and Noise Committee representative, commented on the last Noise Committee meeting and his research into noise abatement policies at other GA airports. He mentioned that the next Noise Committee meeting will take place in December at which he will have ideas to present and spoke about a recent noise incident he experienced.

VI. Hearing and Reports

A) Treasurer's Report

Director Kearns reported that the numbers this month are normal. Fuel flowage and operations are up for the twelve month rolling totals. Customs are up slightly this month. Revenue is over budget. Expenses are under budget. There was net income for the month. Normal transfers

were made to reserve funds. He discussed the issue of some past due collections that were noted last month.

B) Executive Director's Report.

Executive Director, Jamie Abbott, reported on the following:

→ Construction

- All projects are done. There is a punch list of items to be completed over the next two weeks.
- The sanitary sewer project will be done soon.

→ He attended a TIPS meeting in Springfield, IL with the Division of Aeronautics and presented the Five-year Capital plan. The TIPS program approval is expected in November.

→ U.S. Customs

- All vehicles have been removed from U.S. Customs facilities at user fee airports, including the one at Chicago Executive Airport.
- All aircraft and passenger clearing must be done at the U.S. Customs facility, located just north of Atlantic Aviation, which has had a negative impact on operations.
- There will be a meeting on October 20th with U.S. Customs officials to come up with a workable solution.
- A long-term solution would be a new stand-alone facility for U.S. Customs which could be completed within a year.

Director Cloud asked why the issue with U.S. Customs came up so suddenly. Jamie cited budget concerns and regulations that were never enforced. Director Cloud also requested that Steve Neff's complaint be followed up on.

Director Kolssak said that the U.S. Customs change is happening nation-wide and that it is a big problem for FBOs and Charters. He suggested forming a lobby to work with the government and recommended caution because Customs could leave Chicago Executive Airport. Jamie responded that organizations such as NBAA and AAAE are already working to address the issue.

Director Lang asked if a new Airport Administration building should be built with a Customs facility. He would also like to know how much room Customs requires.

Director Katz asked Mike Kurgan from Atlantic Aviation what the effect of the change in Custom's policies has been. Mike replied that since the ramp is narrow the change is difficult.

Director Kearns asked if there is funding for a new Customs building from the government. Brian Welker, CMT, responded no funding would be available.

C) CommAvia Report

Removed from the agenda.

D) Board Members Comments

- Director Kearns said he heard about the customs issue and is glad the airport is working on a solution.
- Director Kolssak said that he had a visit from a member of Executive Tenants' Club (ETC) and their fuel plan with one of the FBOs. He commented that he wants GA users to fuel at PWK but does not want to be in between different user groups and any agreements they make with the FBOs.
- Director Cloud extended an invitation to all Veterans to a special mass and reception on November 11 at 8:15 a.m. at St. Alphonsus Church in Wheeling.
- Director Kiefer stated that he agrees with Director Kolssak's comments regarding Customs. He recommends contacting government officials after the election for their help.
- Director Katz spoke about early morning noise complaints and aircraft doing run ups outside of the designated areas. He would like to know if the control tower is aware of this.
- Director Lang spoke about the noise committee and voluntary curfews. He would like to know how such a recommendation would be viewed by pilots and if it works at other airports. He would like Hangar number labels on the aerial photo of the airport.

E) Correspondence and Chairman's Comments

- Chairman Tourtelot spoke about the U.S. Customs change in policy and hoped a reasonable solution that will accommodate all will be reached. He agreed with Director Kolssak's comments. He mentioned a policy be written for the NBAA Conference attendance.

VII. Consent Agenda

A. Resolution 16-043 - A Resolution Authorizing the Payment of Claims;

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

Director Katz questioned a ComEd bill and Scott answered that it is a typical dollar amount.

IX. Old Business

There was no old business.

X. New Business

A. Resolution 16-044 – A Resolution Approving Renewal of Airport Insurance Policies;

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

Tom Kaiser and Dirk Olsen from Gallagher Aviation introduced themselves and spoke about their long-term relationship with Chicago Executive Airport, the competitive insurance marketplace, the reductions in premiums over the last six years and the good airport loss record.

Director Kolssak asked if the EMAS would reduce the liability, was it considered in the insurance premium and presented directly to the insurance carrier. Tom Kaiser said that rate reductions for having EMAS is reflected in the premium.

B. Welcome Sign Presentation/GreenbergFarrow

Jamie Abbott introduced Lori Vierow, Senior Landscape Architect, GreenbergFarrow. Lori spoke about her expertise and explained the process of designing the sign for the airport. She presented two concept designs, "Balance" and "Metropolis" to the board in color renderings and an estimate of costs. She will be at the November Board Meeting with a final design idea.

Director Cloud prefers the official airport logo and would like to see all the design ideas that the GreenberFarrow designers created.

Director Lang prefers the official airport logo in blue.

Director Kolssak recommended color changing lights, believes the water feature is too costly, and prefers the "Balance" design. He suggested a sign committee.

Director Kiefer asked about traffic safety concerns at that corner and said that he prefers the "Balance" design.

XI. Executive Session

A motion was made by Director Lang and seconded by Director Katz to go into Executive Session pursuant to 5 ILCS 120 (c)(5) and (6) to discuss the sale or lease of Airport property.

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

XII. Action Taken from Executive Session, if required

There was no action taken from Executive Session.

XIII. Adjournment

A motion was made by Director Cloud and seconded by Director Katz to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 7:13 p.m.

Respectfully submitted,



Neal Katz
Secretary