

**CHICAGO EXECUTIVE AIRPORT  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
WEDNESDAY, JANUARY 21, 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 6:02 p.m. Roll call confirmed the following present: Directors Cloud, Katz, Kearns, Kolssak, Lang and Pace.

Absent: None

Also in Attendance:     Jamie Abbott – Executive Director  
                                  Charlie Priester – Chief Executive Officer  
                                  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 Cloud and seconded by Director Katz to approve the minutes of the December 17, 2014 Regular Meeting. The motion was approved by voice vote.

**IV. Changes to the Agenda**

There were no changes to the agenda.

**V. Public Comments**

Before introducing the first speaker, Mr. Phil Mader, Chairman McKenzie reminded speakers of the 5 minutes allowed for Public Comments.

Mr. Mader lives on Center Ave. in Wheeling. He has been in touch with Rob Mark regarding being awoken in the middle of the night. His concerns are that most of the traffic is on Runway 16 and that the airport is asking pilots to fly quiet during the hours of 12am - 7am, not 10pm – 7am. He also brought up the desire to have the ability to identify who is flying in and out of the airport at all times. Additionally, he expressed concern over large cargo planes coming to Chicago Executive Airport in the future.

Ms. Mary Papantos, a resident of Wheeling, spoke of noise from the airport and her desire for an Advisory Referendum in order to collect information regarding what the residents of Wheeling and Prospect Heights would like to see happen at the airport.

## **VI. Hearings and Reports**

### **A) Treasurer's Report**

Director Kearns reported that Jet A fuel flowage increased by approximately 60,000 gallons. 100LL remained flat. While operations were down overall, Customers were up slightly. Revenues were just over budget. Administrative, operating and maintenance expenses were all under budget. The only large expense was for the purchase of blocks for the north end EMAS.

### **B) Executive Director's Report.**

Executive Director, Jamie Abbott, reported on the following:

- ➔ Jamie reported that administrative staff member Cris Salgado's mother passed away. The wake will be tomorrow evening and the funeral will be on Friday.
- ➔ CMT is doing some survey work this week for the 16/34 rehab project that will take place later this year or early next year. The maintenance staff is on a split shift and maintenance staff will be taking them out between flights. There will be no need for any runway closures.
- ➔ The contract documents are in for the north end EMAS. The project should begin late summer or early fall.
- ➔ In early or late fall we will fill in the last of the grass islands in front of Hangar 12.
- ➔ Most of the money from the IMET account has been moved to Northbrook Bank. The IMET account is still open until we receive the \$20,000 that is on hold due to the fraudulent activity that took place last year.
- ➔ Rob Mark is out of town, but Jamie reported that he is continuing to field noise complaints. In December Rob took 22 calls. He will accept a flat fee going forward.
- ➔ Jamie addressed residents living near Plum Creek and explained that the airport is asking tenants to do maintenance run ups from the Charlie pad and point their engines toward the forest preserve. If pre-flight run ups are done from the 16 pad, pilots have been asked to direct away from Plum Creek.

### **C) Chief Executive Officer's Report**

- Charlie Priester reported that Phase 1 of the Master Plan is going well. He continues to meet with CMT weekly. He is in the final stages of scheduling two informational meetings, one on February 18<sup>th</sup> from 2:00pm – 6:00pm and the other on February 19<sup>th</sup> from 5:00pm – 9:00pm at Hangar 9. There will be stations set up in order to answer

questions and get public comments. Stations will include: who owns the airport, what is a Master Plan, what is the importance of the airport to the area, state, nation, etc. There will be aviation professionals on hand to answer these questions, as well as a place where attendees can leave their feedback and input. The details will be in the newspaper and posted on the airport's website as well as both the City and Village's sites.

Charlie has been invited to do presentations to both Prospect Heights and Wheeling on the 23<sup>rd</sup> at their board meetings.

#### **D) Board Members Comments**

- Director Cloud offered her sympathy to friends and family, as well as the residents of the Village of Wheeling, on the loss of Trustee Bob Heer.
- Director Katz asked that signage and improvements to the viewing area be considered when working on the airport budget.
- Director Kearns stated that Dollars for Scholars has 11 scholarship opportunities available to residents of Wheeling, Prospect Height, Buffalo Grove, Mt. Prospect and Arlington Hts. If interested, call 847-850-5141 before March 26<sup>th</sup> for additional information.
- Director Pace asked about compound interest rates for overdue leases. Currently they are being charged a flat rate. Tom Lester will look into the rates.
- Director Kolssak suggested that the viewing area might be moved to center field near the administrative office.
- Director Lang thanked Jamie and the airport for the vehicles that were included in the funeral for Trustee Bob Heer.

#### **E) Correspondence and Chairman's Comments**

Chairman McKenzie commented that, while it's been a season of holidays, it's also been a season of great loss. He wishes everyone all the best.

#### **VII. Consent Agenda**

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

A. Resolution 15-001 - A Resolution Authorizing the Payment of Claims;

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

#### **VIII. Old Business**

There was no Old Business.

**IX. New Business**

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

- A. Resolution #15-002 – A Resolution Accepting the Comprehensive Annual Financial Report for the Fiscal Year Ending April 30, 2014;

John DeLand from BKD, formerly Wolf & Company, gave a short presentation on his company's review of the Comprehensive Annual Financial Report (CAFR). Mr. DeLand stated that the BDK gave a clean opinion with no modifications. He addressed the delay in completing the CAFR due to the transition between CFOs Rita Boserup and Scott Campbell. In response to a question from Director Kolssak, Mr. DeLand explained that Mr. Priester was not listed as employed by the airport in the CAFR because he was hired after the fiscal year cut off of April 30, 2014. This would also explains why Jamie Abbott's title is listed as "Acting" Executive Director.

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

**X. Executive Session**

There was no Executive Session.

**XI. Adjournment**

A motion was made by Director Cloud and seconded by Director Lang to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 6:42p.m.

Respectfully submitted,



Neal Katz  
Secretary