

**PALWAUKEE BOARD OF DIRECTORS
REGULAR MEETING
WEDNESDAY – MARCH 15, 2006
1020 S. PLANT ROAD
WHEELING, IL 60090
6:00 p.m.**

- I.** Call to Order and Roll Call
Chairman of the Board Dohm, called the meeting to order at 6:00 p.m. Roll call confirmed the following Board of Directors present: Dohm, Dourlain, Kolssak, Shepstone, and Zimmerman
Absent: Directors Douthwaite and Wylie by prior notification
Also in Attendance Dennis Rouleau – Airport Manager
Jamie Abbott – Assistant Airport Manager
Henry F. Paul, Jr. – Finance Supervisor
Peggy Cooney – Recording Secretary
Larry Thompson – Airport Attorney
- II.** Pledge of Allegiance
- III.** Changes to Agenda included
None
- IV.** Citizens Comments
None
- V.** Approval of the Consent Agenda
Director Zimmerman requested the following resolution be removed from the Consent Agenda for further clarification and discussion:
→ Item C – Resolution 06-016 – A Resolution approving of FY 2006 Budget Fund Transfer No. 3 for Palwaukee Municipal Airport

A motion was made by Director Shepstone and seconded by Director Dourlain to approve:
Item A – Approval of the Palwaukee Board of Directors February 15, 2006 Regular meeting minutes as presented;

Item B – Resolution 06-015- A Resolution authorizing the payment of claims

The motion was unanimously approved by a roll call vote. The motion carried. Aye votes included: Dourlain, Kolssak, Shepstone and Zimmerman. Absent: Directors: Douthwaite and Wylie.

VI. Consideration of items removed from the Consent Agenda
Item C – Resolution 06-016 – A Resolution approving of FY 2006 Budget Fund Transfer No. 3 for Palwaukee Municipal Airport. Director Zimmerman inquired about the distribution of payment / funds for the Airport’s Intern. The Finance Supervisor explained the procedures of a partial reimbursement of the Intern’s salary to the Airport. After an acceptable explanation, a motion was made by Director Zimmerman and seconded by Director Dourlain to approve Item C – Resolution 06-016 – A Resolution approving of FY 2006 Budget Fund Transfer No. 3 for Palwaukee Municipal Airport. The motion was unanimously approved by a roll call vote. The motion carried. Aye votes included: Dourlain, Kolssak, Shepstone, and Zimmerman. Absent: Directors Douthwaite and Wylie.

VII. Hearings and Reports

A. Treasurer’s Report – Director / Treasurer Dourlain reported the Treasurer’s report had been previously submitted to the Board of Directors for their review. There were no additional questions or discussion of this report.

B. Airport Manager – Dennis Rouleau, Airport Manager

Highlights / additional comments included:

- Gave an update on a recent meeting with the Vice President of the Organization that owns the 94th AeroSquadron Restaurant. Their meeting was in regards to signage for their facility at Palwaukee Municipal Airport.
- Gave an update on the Com Ed meeting regarding the burying of all power / utility lines on the Airport, and in the vicinity of Runway 6. Brian Welker of Crawford, Murphy and Tilly, Inc. (the Engineering firm for the Airport) also attended this meeting.
- Gave an update on the Pre-Construction meeting that dealt with two airport projects: Taxiway Charlie and the building of T-Hangars in the Northeast quadrant of the Airport.
- Reported on the Fire Protection System project that will begin around May, 2006.
- Reported the Village of Wheeling has approved the Airport’s budget for FY 2007; and the City of Prospect Heights will be reviewing and voting on it at their next meeting which is scheduled for Monday, March 20th.
- Reported the waiver for Windy City Flyers was reviewed and approved by both Communities
- Gave an update regarding signage and banners for Signature Flight Support’s new facility
- Announced Director Shepstone had a recent birthday
- Gave an update on the Strategic Planning Workshops that are in the process of being scheduled

C. Board Member’s Comments

Director Dourlain thanked Rick Klein of Klein Tools for sponsoring and donating monies for new hats for the PACE Council group.

D. Correspondence and Chairman's Comments

The Chairman announced that if any tenant / user would like to discuss or comment on any issues relating to the Airport to first contact the Airport Manager and then the Chairman of the Board. He also stressed the importance of adhering to this request for resolving any future issues or concerns that pertain to the Airport.

VIII. Old Business

None

IX. New Business

A. Resolution 06-017 – A Resolution consenting to assignment of lease and landlord waiver and consent with respect to North American Jet, L.L.C.

There was a presentation (to include his Company's qualifications and desired purchase of North American Jet) that was given by Donald Prescott – Vice President of Corporate Development and Division Planning of Trajen Flight Support. A question and answer period followed.

After additional discussion by the Board and a clarification by the Airport Attorney, a motion was made by Director Dourlain and seconded by Director Kolssak to approve Resolution 06-017 – A Resolution consenting to assignment of lease and landlord waiver and consent with respect to North American Jet, L.L.C. The motion was unanimously approved by a voice vote. The motion carried.

B. Sovereign Aviation Presentation for Southeast Quadrant Redevelopment Project at Palwaukee Municipal Airport.

Highlights included:

- Representatives of Sovereign Aviation, LTD were:
 - Charles M. Schneider, President
 - David C. Annin
- Representatives of Richard Preves & Associates (Architects for Sovereign Aviation, LTD)
 - Richard Preves, President
 - Timothy Bennett
- Discussion of assorted proposed businesses
- Discussion of the style / design type that may be used for future buildings / structures
- Discussion of various drawings
- Phased Development (building from the south end area and going north)
- Assorted signage
- Tenants (aviation related)
- Leases

- Restaurant (to include parking for aircraft)
- Self Fueling
- Time frame for prep work of 90 – 180 days to work out details
- Discussion of current tenants / leases in the Southeast quadrant

When the presentation had ended, the Board decided to make a motion relating to a letter of commitment by the Board to Sovereign Aviation regarding this project. Therefore, a motion was made by Director Zimmerman and seconded by Director Shepstone requesting Staff to draft a letter of agreement with Sovereign Aviation, LTD to continue with this project for a due-diligence period of 90 – 180 days. The motion was approved by a voice vote. The motion carried. There was one nay vote by Director Kolssak.

Chairman Dohm requested the Airport Attorney give a synopsis of the final draft of the primary guiding documents as it related to the Intergovernmental Agreement.

X. Adjournment

A motion was made by Director Shepstone and seconded by Director Dourlain to adjourn the meeting. The motion was unanimously approved by a voice vote. The motion carried. The meeting adjourned at 7:55 p.m.

Respectfully submitted,

Ralph Shepstone
Secretary

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