

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING
WEDNESDAY – FEBRUARY 21, 2007
1020 S. PLANT ROAD
WHEELING, IL 60090
6:30 p.m.**

I. Call to Order and Roll Call

Chairman Dohm called the meeting to order at 6:32 p.m. Roll call confirmed the following Directors present: Dohm, Dourlain, Kolssak, Rooney, Shepstone, Wylie, and Zimmerman

Directors Absent: None

Also in Attendance Dennis Rouleau – Airport Manager
Jamie Abbott – Assistant Airport Manager
Henry F. Paul, Jr. – Finance Supervisor
Peggy Cooney – Recording Secretary
Renee Schroeder – Airport Attorney

II. Pledge of Allegiance – Following roll call Chairman Dohm lead those in attendance in the Pledge of Allegiance

III. Changes to Agenda

None.

IV. Citizens Comments

Howard Levinson inquired if a brick type material will be used in the building of the T-hangars in the Northeast Quadrant of the airport.

V. Approval of the Consent Agenda

Director Zimmerman requested to remove Item C – Resolution 07-007 – A Resolution recommending approval of the FY 2008 Budget for Chicago Executive Airport from the consent agenda for further review and discussion.

A motion was made by Director Shepstone and seconded by Director Dourlain to approve the remaining Consent Agenda:

Item A – Approval of the Chicago Executive Airport Board of Director’s January 17, 2007 regular meeting minutes as presented;

Item B – Resolution 07-006 - A Resolution authorizing the payment of claims;

The motion was unanimously approved by a roll call vote. Aye votes included: Directors’ Dourlain, Kolssak, Rooney, Shepstone, Wylie and Zimmerman.
Absent: None

VI. Consideration of items removed from the Consent Agenda

Item C – Resolution 07-007 – A Resolution recommending approval of the FY 2008 Budget for Chicago Executive Airport.

Director Zimmerman requested clarification / explanation of the following items:

- Cover memo relating to long and short term leases (decreases & increased figures)
- Page 18 – Both the fuel flowage and U.S. Customs revenues
- Employee compensation / salaries, and CPI calculations

Director Dourlain requested the finance supervisor correct a date that was listed incorrectly in the draft budget.

With no further discussion, a motion was made by Director Kolssak and seconded by Director Shepstone to approve Item C – Resolution 07-007 – A Resolution recommending approval of the FY 2008 Budget for Chicago Executive Airport as amended with the corrected date. The motion was unanimously approved by a roll call vote. Aye votes included: Directors’ Dourlain, Kolssak, Rooney, Shepstone, Wylie and Zimmerman. Absent: None

VII. Hearings and Reports

A. Treasurer’s Report

Staff answered questions and provided clarification to the Board concerning the treasurer’s report that was provided in the BOD packets. It was agreed after some discussion that staff should send a final invoice / letter to the party with the outstanding receivable for the unpaid rent for signage.

B. Airport Manager – Dennis Rouleau reported to the Board as follows:

- This year's NBAA will be held at the end of September in Atlanta, Georgia. CEA has submitted a request for booth space.
- Gave an update on the status Sumac Road Association Agreement.
- The IPAA Legislative Day has been scheduled for Wednesday, March 7, 2007. (Note: if any BOD would like to attend to please contact staff at their earliest convenience).
- Updated the Board on the hangar two demolition / fencing project.
- CEA may be featured in two magazines within the next several months to include: Commercial Aviation and Midwest Magazine.
- CEA will be hosting the Illinois Aviation Conference scheduled for May 22 & 23, 2007. (The airport manager commented that he may need some assistance with this conference from Pat Wharton / Prospect Heights Convention and Visitor's Bureau).

Public Relations Update / Report – James Lang

None

C. Board Member's Comments

- Director Kolssak commented favorably on the hangar two demolition / fencing project. He further commented and thanked the persons involved with PAPA Sez Newsletter for writing the complimentary article on the CEA-BOD that was listed in their recent publication.
- Director Rooney thanked Director Shepstone for arranging the aviation historical tour with Esther Noffke. He further requested staff send a thank you letter to Ms. Noffke acknowledging their appreciation.
- Director Shepstone commented on the "procedures for the new check signing machine" and further requested that staff contact the airport's auditor to utilize his expertise with this item. Director Shepstone also submitted a draft copy of a letter / memo he would like staff to complete and mail to the airport auditors.
- Director Dourlain concurred with Director Shepstone about utilizing the airport's auditors with regards to the check signing machine project / procedures. Director Dourlain further requested the following item be added to next month's meeting agenda: "2006 NBAA discussion". He concluded by requesting staff to include a follow-up report relating to all noise complaints received by the airport in future packets.

D. Correspondence and Chairman's Comments

Chairman Dohm commented on the following:

- Formally thanked Esther Noffke for giving the historical aviation tour of her home today.
- Commented that Howard Levinson's inquiry will be addressed in the new business portion of the agenda.
- Reported that CEA has recently received an FAR Part 16 complaint and explained how it may affect the airport's finances and future projects.

VIII. Old Business

A. Discussion of next Joint Workshop

The BOD discussed several topics for the next Joint Workshop. Topics suggested included hosting a movie night with the film titled "One Six Right - The Romance of Flying" and FAA compliance issues. The date of the Joint Workshop was also discussed. Monday, April 30th was considered however, the BOD directed staff to contact both municipalities to select an acceptable date.

IX. New Business

A. Election of Officers

A motion was made by Director Kolssak and seconded by Director Rooney to retain the same slate of officers for the CEA-BOD executive board; (Vice-Chairman: L. James Wylie, Secretary: Ralph Shepstone and Treasurer: Bob Dourlain). The motion was unanimously approved by a voice vote.

B. Discussion of bid results for the Northeast Quadrant T-Hangar Project

The airport manager reported the bid results and gave an update regarding the northeast quadrant T-hangar project. Chairman Dohm responded to Mr. Levinson's inquiry that a brick-type material will not be used in the building of these T-hangars.

C. Discussion of Airport Taxes

The airport manager advised the BOD of tenant concerns regarding property taxes at CEA. He referred to a spread sheet prepared by Aviation Management Group. Al Palicki of Signature Flight Support commented on the increases and their impact on Signature and its tenants. The BOD discussed possibly hiring a tax attorney to address this issue. The BOD requested this item be added to next month's agenda.

X. Executive Session:

A motion was made by Director Dourlain and seconded by Director Shepstone to go into Executive Session at 8:05 p.m. for the purposes of approval of executive session minutes, lease negotiations and potential litigation. The motion was unanimously approved by a roll call vote. Aye votes included: Directors' Dohm, Dourlain, Kolssak, Rooney, Shepstone, and Wylie and Zimmerman. Absent: None.

Following Executive Session, Chairman Dohm reconvened the regular meeting at 8:34 p.m. Roll call taken indicated the following Board of Directors were present; Dohm, Dourlain, Kolssak, Rooney, Shepstone, Wylie and Zimmerman. Absent: None.

XI. Action Taken from Executive Session

A motion was made by Director Dourlain and seconded by Director Kolssak to approve retention of a specific legal council with respect to the defense of CEA in the FAR Part 16 complaint in accordance with the terms of the retention letter received. The motion was unanimously approved by a roll call vote. Aye votes included: Directors' Dohm, Dourlain, Kolssak, Rooney, Shepstone, Wylie and Zimmerman. Absent: None.

XII. Adjournment

A motion was made by Director Dourlain and seconded by Director Kolssak to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Ralph Shepstone

Ralph Shepstone
Secretary