

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING
WEDNESDAY – MARCH 19, 2008
CHICAGO EXECUTIVE AIRPORT
1020 S. PLANT ROAD
WHEELING, IL 60090
6:30 P.M.**

I. Call to Order and Roll Call

Chairman Englehardt called the meeting to order at 6:35 p.m. Roll call confirmed the following Directors present: Ahlstedt, Arrigoni, Englehardt, Kolssak, Mendez, Rooney and Widmer.

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
Thomas Lester – Airport Legal Counsel

II. Pledge of Allegiance

Following roll call Chairman Englehardt lead those in attendance in the Pledge of Allegiance.

III. Changes to Agenda

None

IV. Citizens Comments

1. Gene Badal – Airport Tenant / User

Mr. Badal (a member of the team that volunteered to investigate the building of the Northeast Quadrant T-Hangars) gave a report on this project. Highlights included:

- Reported on the current plan to include several changes
- A breakdown of the total cost of the project
- Comparables of this project to the Southwest Quadrant T-Hangar venture
- Formulating a bid for this project

2. Pam Kavanaugh – Atlantic Aviation

Ms. Kavanaugh reported on the upcoming ALS Tag Days (benefiting the Les Turner Foundation) scheduled for Saturday May 3, 2008. She further reported this event is in need of donations and/or volunteers. For further details and/or sending donations or volunteering, please contact Pam Kavanaugh – Atlantic Aviation at 847-808-0812.

3. Dr. Prasad – President of the Palwaukee Pilots Association (PAPA)

Dr. Prasad commented on the importance of building affordable T-Hangars in the Northeast Quadrant of Chicago Executive Airport.

4. Jim Loerzel – Airport Tenant / User

Mr. Loerzel commented on the Master Plan Survey and how he felt it was geared for larger aircraft. He suggested this survey be sent out to extended regions versus just the immediate locale.

5. Dolly Vole Alderman of Prospect Heights

Ms. Vole commented on this evening’s CEA-BOD meeting agenda under New Business – Resolution 08-010 – A Resolution to approve a Fixed Base Operation Net Ground Lease Agreement with Brigadoon Aviation, LLC. She suggested the Board table this item for at least 30 days, to consider alternatives and/or give other developers the opportunity to respond.

6. Howard Levinson – Airport Tenant / User

Mr. Levinson suggested the Board revamp the meeting agenda to reflect Citizens Comments to be added at the end of the meeting; in the event the audience would like to respond to items that were discussed earlier in the evening.

V. Approval of the Consent Agenda

A motion was made by Director Kolssak and seconded by Director Arrigoni to approve items on this evening’s Consent Agenda to include:

- Item A – Approval of the Chicago Executive Airport Board of Directors February 20, 2008 Committee of the Whole meeting minutes; as presented;
- Item B. – Approval of the Chicago Executive Airport Board of Directors February 20, 2008 Regular meeting minutes; as presented;
- Item C – Approval of the Chicago Executive Airport Board of Directors March 6, 2008 Special meeting minutes as presented;
- Item D – Resolution 08-007 – A Resolution authorizing the payment of claims;
- Item E – Resolution 08-008 – A Resolution approving Authorized Signors for the Banco Popular Bank Operating Account and the Cole Taylor Payroll Account;
- Item F – Resolution 08-011 – A Resolution to approve an Agreement between the Village of Wheeling and Chicago Executive Airport regarding Airport Employees Participation in Village’s Health Insurance Plan

The motion was unanimously approved by a roll call vote. Aye votes included: Directors Ahlstedt, Arrigoni, Kolssak, Mendez, Rooney and Widmer. Nay votes: None. Absent: None.

VI. Consideration of items removed from the Consent Agenda

None

VII. Hearings and Reports

A. Treasurer's Report

Director / Treasurer Widmer reported / commented on the following Year to Date (YTD) expenses:

- Operating expenses
- Net Income before depreciation
- Operational expense
- Interest expense
- Repayment of a project from IDOT for an amount totaling 3.9 million dollars
- Discussion of cash flow / surpluses of funds

B. Airport Manager – Dennis Rouleau Airport Manager reported:

- ➔ Submitted a monthly report for the Board to review
- ➔ Announced the Part 16 Complaint has been dismissed against the Airport by the FAA (a copy of this report was included in this month's packet for the Board to review)
- ➔ Discussed the revised map of all available land on the Airport
- ➔ Due to a scheduling conflict the Board will have to consider re-scheduling the CEA-BOD Regular Board meeting for May, (more information will follow concerning the new date) because of this year's Illinois Conference
- ➔ Additional discussion on the upcoming Illinois Conference
- ➔ Announced that Peggy Cooney, Administrative Assistant will be leaving the Airport Staff (after 9 years of service). Her last day will be April 30, 2008.

C. Board Member's Comments

- ➔ **Director Arrigoni** had no comments to report on at this time
- ➔ **Director Kolssak:** commented that Peggy Cooney will be missed and appreciated all of her assistance that she provided throughout the years. Director Kolssak also thanked everyone involved with this years ACE Event. He concluded with positive comments about the ACE Event.
- ➔ **Director Mendez** had no comments to report on at this time
- ➔ **Director Ahlstedt** commented that she enjoyed an excellent working relationship with Administrative Assistant Peggy Cooney over the years.
- ➔ **Director Widmer** commented that he has enjoyed working with Administrative Assistant Peggy Cooney. He also reported that he there is a scheduling conflict between the CEA-BOD and the NWMC meetings. Staff has offered to reschedule the May, 2008 meeting.
- ➔ **Director Rooney** commented the news of Administrative Assistant Peggy Cooney's resignation was disappointing and that she will be missed.

D. Correspondence and Chairman's Comments

Chairman Englehardt commented on the following:

- Also thanked Administrative Assistant Peggy Cooney for her years of service and that she will be missed. He continued by thanking all the volunteers to include Laura Witlox the Airport's Public Relations person, Al Palicki of Signature, Atlantic Aviation, PACE Committee, and Airport Staff (Jamie Abbott and Beth Hoover, Intern) for all their efforts in making the ACE event a huge success.
- Gave an update on EMAS for the Airport

VIII. Old Business

A. Resolution 08-009 – A Resolution recommending approval of the FY 2009 Budget for Chicago Executive Airport.

Budget discussion highlights included:

- Line Items:
 - Finance and Administrative line item
 - Department of Operations and Maintenance (especially 2007-2008 winter over-time)
 - Landscaping
 - Lighting / replacement of sign panels
 - Fuel costs for maintenance equipment
 - Assorted raw material costs
 - Vehicle maintenance

After some discussion a motion was made by Director Mendez and seconded by Director Ahlstedt to approve Resolution 08-009 – A Resolution recommending approval of the FY 2009 Budget for Chicago Executive Airport.

The motion was unanimously approved by a roll call vote. Aye votes included: Directors Ahlstedt, Arrigoni, Kolssak, Mendez, Rooney and Widmer. Nay votes: None. Absent: None.

B. Discussion of T-Hangars

Discussion highlights included:

- Total cost of project: \$1,421,111 which would include, the bare essentials of construction, pipe lines for gas heat and the insulation of T-Hangars
- Create a new bid document that would be slightly different than the one that was previously created for the Southwest T-Hangars
- Construction options (possibly have project completed in-house)
- Labor costs (projected higher than the Southwest T-Hangar project)
- Assorted types of building materials to be used
- Erect-A-Tube Company and the materials they use
- The Airport Manager requested some direction from the Board
- Possible revamping of the specs for the project
- Rental rates
- Review assorted utility issues & costs (especially electric)
- T-Hangar tenant waiting lists (both current and future)

- Discussion of creating a market study and construction cost report for the Board to review
- Staff to re-bid project and include some recommendations from the airport tenants
- How to make project become more economically viable

A motion was made by Director Ahlstedt and seconded by Director Mendez to re-bid the T-Hangar project; to include the most basic economic essentials from suggestions discussed this evening and, try to attempt to break even on the costs of this project. The motion was approved by a voice vote. There was one nay vote from Director Kolssak.

The Airport Manager reported there may be a developer interested in building T-Hangars for the Airport and will continue to give updates as they occur.

IX. New Business

A. Resolution 08-010 – A Resolution to approve a Fixed Based Operation Net Ground Lease Agreement with Brigadoon Aviation, LLC

Chairman Englehardt called for the approval of this Resolution. Before a motion to approve was made; a motion was made by Director Mendez and seconded by Director Arrigoni to table Resolution 08-010 – A Resolution to approve a Fixed Based Operation Net Ground Lease Agreement with Brigadoon Aviation, LLC for thirty days for further review.

A motion was then made by Director Rooney and seconded Director Widmer to approve Resolution 08-010 – A Resolution to approve a Fixed Based Operation Net Ground Lease Agreement with Brigadoon Aviation, LLC.

Both Directors Kolssak and Rooney commented on the motion for delaying this Resolution.

The Attorney clarified the proper procedures for motions according to the Roberts Rules of Order.

Chairman Englehardt then requested a roll call vote regarding the tabling of Resolution 08-010 - A Resolution to approve a Fixed Based Operation Net Ground Lease Agreement with Brigadoon Aviation, LLC for a period of 30 days. There were two aye votes from Directors Mendez and Arrigoni. There were four nay votes from Directors Rooney, Widmer, Ahlstedt and Kolssak. The motion to table this Resolution failed.

Director Ahlstedt commented on changes to the materials that may be used for this FBO project. Director Ahlstedt made a motion to amend, to approve the project, subject to review of the Minimum Standards for Building Materials change by the City of Prospect Heights. This motion was seconded by Director Arrigoni.

Director Rooney on behalf of the Village of Wheeling explained the code policies for construction / materials to be used within its Village limits. Director Kolssak commented on conforming to building codes for the Village of Wheeling. The Airport Manager clarified the policy for T-Hangar construction and materials that can be used to the Board.

Chairman Englehardt requested a roll call vote to the motion to amend that was made by Director Ahlstedt and seconded by Director Arrigoni. There were three aye votes from Directors Ahlstedt, Mendez and Arrigoni. There were three nay votes from Directors Rooney, Widmer, and Kolssak. There was a tie in voting therefore Chairman Englehardt formally voted against the motion to amend. Therefore the motion failed.

With the original motion on the floor to approve Resolution 08-010 - A Resolution to approve a Fixed Based Operation Net Ground Lease Agreement with Brigadoon Aviation, LLC; Ken Ross from Brigadoon Aviation, LLC proceeded with a presentation. (NOTE: A five minute recess was called.)

Highlights included:

- Qualified company and reason for the FBO project
- Reported on current amount of aircraft owned by Brigadoon Aviation, LLC (which totals nine)
- This company will build a self-service fueling operation on the Airport
- Facility to introduce Very Light Jets (VLJ's) and light aircraft to the Airport
- Reported on figures for the VLJ and light aircraft market
- Will adhere to the new "Green Environmental Policies"
- Explained proposed site location and plan
- Presented various drawings of proposed project
- Discussed public ramp usage
- Product will include all the latest modern technology
- Will continue to promote aviation to the surrounding communities
- Will offer traditional charter management and services
- Explained possible future expansion possibilities
- Cost of project – ten million dollars
- Explained financial backing for project
- Described proposed structures and its sizes
- A question and answer period with the Directors followed the Presentation

The motion by Director Rooney and seconded by Director Widmer to approve Resolution 08-010 - A Resolution to approve a Fixed Based Operation Net Ground Lease Agreement with Brigadoon Aviation, LLC was restated. Chairman Englehardt requested a roll call vote. The aye votes included Directors Rooney, Widmer, Ahlstedt and Kolssak. There was one nay vote from Director Arrigoni. There was one abstention vote from Director Mendez. The motion was approved.

X. Executive Session
None

XI. Action Take from Executive Session
None

XII. Adjournment

A motion was made by Director Kolssak and seconded by Director Rooney to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting adjourned at 8:55 p.m.

Respectfully submitted,



Darlene Ahlstedt
Secretary