

**CHICAGO EXECUTIVE AIRPORT  
BOARD OF DIRECTORS  
REGULAR MEETING  
WEDNESDAY, JANUARY 21, 2009  
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 6:32 p.m. Roll call confirmed the following present: Chairman Englehardt, Directors Widmer, Mendez, Kolssak, Ahlstedt, Arrigoni and Rooney

Directors Absent: None

Also in Attendance: Dennis Rouleau - Airport Manager  
Jamie Abbott - Assistant Airport Manager  
Henry Paul- Finance Supervisor  
Kathleen Pradd - Recording Secretary  
Tom Lester - Airport Legal Counsel

**II. Pledge of Allegiance**

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

**III. Changes to Agenda**

No changes were made to the agenda

**IV. Citizens Comments**

None

**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 December 17, 2008 Regular Meeting Minutes as presented.
- Item B – Resolution 09-001- A Resolution authorizing the payment of claims as presented.

The motion was approved by a roll call vote. Aye votes included: Directors Kolssak, Ahlstedt, Mendez, Widmer and Arrigoni

Nay votes: None

Abstain: Director Rooney

**VI. Consideration of items removed from the Consent Agenda**

None

**VII. Hearings and Reports**

**A. Treasurer's Report**

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

- Operating expenses- Total operating expenses are below the YTD expense budget by \$292,704 for the fiscal year.
- Operating income- YTD actual operating income was \$500,238 resulting in a net favorable budget variance of \$158,923 for the fiscal year.
- Other income and expense is unfavorable indicating an over budget variance of \$79,041 for the fiscal year to date.
- Net income before depreciation and other non-cash expenses was \$394,982 or \$79,882 over the budget. Net income after depreciation and other non-cash expenses was \$(1,159,799). Depreciation on contributed capital assets is included in the above results for the current fiscal year.

**B. Airport Manager – Dennis Rouleau reported:**

- Submitted a monthly report for the Board to review.
- TSA Public Meeting- On Friday, January 16, 2009, there was a public hearing regarding the new LASP (Large Aircraft Security Program) during which the Airport Manager presented testimony against certain aspects of the new ruling. A copy of the letter that he sent to U.S. Dept. of Transportation in Washington, DC detailing the Airport's concerns was distributed at tonight's meeting. Mr. Rouleau was the only Airport Manager from the state of Illinois to present testimony at this meeting. There was a large turnout of CEA tenants who attended the meeting and it was the largest turnout to date from any other public meetings around the country. He suggested going to the NBAA website where there are letters that can be sent to local congressmen and senators in opposition of the new rulings.
- Snow, Snow and more Snow- This winter we are currently 3" below the 1979 record for the most snowfall and it's also one of the coldest winters on record. Our maintenance staff has been working very, very, hard, including Jamie, in keeping the airfield open. The staff has done a great job in not only keeping the airfield open but maintaining the snow equipment as well. We have already gone through 3 sets per broom of cores at a cost of \$4,000.00 a piece, tons of urea and gallons of de-icer. He is very proud of the staff and he appreciates the support of all users.
- NBAA Convention- January is the time to make a reservation for booth space at the convention. Based on the state of the economy and the expense of being an exhibitor at the convention, the Airport Manager would rather not have a booth at this year's event. The subject was opened up for discussion by the board. Other options discussed were renting a smaller booth, using banners and pop-ups instead which would be a lot more affordable. Director Kolssak commented that he felt it was prudent not to go this year as an exhibitor but it would be a wise choice to defer the money that would have been spent by marketing the Airport in other ways, such as an advertising campaign and infrastructure. Chairman Englehardt mentioned that, due to the economy, there may be less attendance at the convention this year versus previous years as well. After much discussion, the board gave the Airport Manager direction to come back to them with the costs for attendance of some of the board members as well as for marketing efforts. Director Ahlstedt also suggested directing convention attendees to the Airport website as a means of surveying interest in our Airport by having a short questionnaire to be filled out and then giving them a nice gift for their participation, such as a padfolio or a canvas bag with our logo.
- T-Hangars- The Airport Manager received a call from the State of Illinois today (IDOT-DOA). Every year we are entitled to \$150,000 in G/A Entitlement money and we currently have 2 years worth of entitlement money for a total of \$300,000 that can be used now to offset the cost of T-Hangars. An additional \$50,000 is coming this year as part of the FAA appropriation, with an additional \$50,000. However, if we accept any of the new G/A entitlement money, we may not qualify for the stimulus package money or discretionary money. There are restrictions to the use of the money. It can also be used for a maintenance facility or snow removing equipment. Director Rooney

would like the Airport Manager to furnish the board with a list and analysis of the best use of the funds.

### **C. Public Relations Report**

- Laura Witlox reported that exhibitor letters went out this week to last year's ACE exhibitors and they have already received three confirmations on participating at this year's event.
- She thanked Signature Flight Support who has offered to host the event at their facility and also contribute a donation and staff to help out.
- A meeting was held today with Jamie Abbott, Assistant Airport Manager, and Greg Wheeler, President of the PACE committee, to discuss pursuing sponsorships for ACE beginning with Airport businesses and the local communities.
- The Newsletter will be completed this week and distributed.
- A meeting was held last week with the Airport Manager to discuss the website and use of social networking sites such as Facebook or Twitter as a tool to promote Airport events.
- Ad Campaigns- Due to the economy, there may be a reduction of rates for magazine advertising. Director Kolssak requested that One Zero Charlie prepare some new rate sheets and present them to the board. After review of the rates, discussion can begin again on advertising concepts.
- She also reported that the Asian NBAA has been cancelled.

### **D. Board Member's Comments**

- Director Kolssak congratulated our maintenance staff on the great job they are doing with the snow removal again this year.
- Director Arrigoni welcomed Director Ahlstedt back from her surgery and also thanked the staff for their snow removal efforts.
- Director Mendez commented that while driving down Frontage Road on his way home from work, a "giant snow blower" from the Airport blew snow into the street and obstructed his view. The Airport Manager apologized and said that they try to be as careful as they can and will try to avoid that in the future.
- Director Rooney questioned the recent publicity regarding bird strikes at Airports. The Assistant Airport Manager, Jamie Abbott, reported that our Airport was mentioned in the television interview conducted at O'Hare Airport with Wild Goose Chase, the service that has been used by CEA for several years to control wildlife on our airfield. The Airport manager gave a description of the measures that are used to reduce the bird strikes at our Airport.

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

Chairman Englehardt commented on the following:

- ❖ The Young Eagles event will finally be this weekend at Signature after several cancellations due to weather conditions. He thanked Mark Costa for their contribution that was matched by our Airport for this worthy cause.
- ❖ Barry Axelrod is currently in the hospital and he wished him a speedy recovery.
- ❖ Gene Badal, a true gentleman and friend of the Airport passed away two weeks ago.
- ❖ The Chairman received an email from Eric Basile, a charter pilot for SC Aviation, Inc. based out of Janesville, who praised CEA and our staff for the thorough job of clearing and removing snow from the main runway, especially at night. We are fast developing a reputation that Airport pilots can rely on us during inclement weather. Dave Kaufman of Atlantic Aviation also commented on the excellent snow removal effort at this Airport.

## **VIII. Old Business**

None

**IX. New Business**

A motion was made by Director Kolssak and seconded by Director Rooney to approve items on this evening's new business to include:

- A. Resolution 09-002- A Resolution to approve a design phase Agreement for Engineering Services with Crawford, Murphy & Tilly, Inc. to expand East Quadrant ("Charlie") Apron, as presented;

The Airport Manager discussed the development and the need to have it design ready for the stimulus package. This would be the third project that would be ready for the April letting.

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

**X. Executive Session**

Airport Attorney, Tom Lester announced the need for an Executive Session pursuant to 5 ILCS 120/2 (C1, 6 and 21) to discuss approval of executive session minutes, employment compensation, discipline performance, or dismissal of a specific employee(s) of the Airport, and the sale or lease of property owned by Chicago Executive Airport.

A motion was made by Director Widmer and seconded by Director Arrigoni to convene to executive session. The motion was unanimously approved by a roll call vote. Aye votes included: Directors Rooney, Mendez, Arrigoni, Ahlstedt, Kolssak and Widmer.  
Nay votes: None.

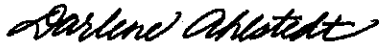
**XI. Action Taken from Executive Session**

No action was taken from Executive Session

**XII. Adjournment**

A motion was made by Director Kolssak and seconded by Director Widmer to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting was adjourned at 8:42 p.m.

Respectfully submitted,



Darlene Ahlstedt  
Secretary