

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, AUGUST 18, 2010
1020 S. PLANT ROAD
WHEELING, IL 60090
6:00 P.M.**

I. Call to Order and Roll Call

Chairman Englehardt called the meeting to order at 6:07 p.m. Roll call confirmed the following present: Chairman Englehardt, Directors Widmer, Mendez, Kolssak, Ahlstedt, Helmer and Argiris. Absent: None

Also in Attendance: Dennis Rouleau - Airport Manager
Jamie Abbott, Assistant Airport Manager
Kathleen Pradd - Recording Secretary
Tom Lester - Airport Legal Counsel
Rita Boserup- Sikich, LLP

II. Pledge of Allegiance

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

III. Changes to Agenda

Revised Agenda was distributed to adjust the Executive Session motion.

IV. Citizens Comments

Howard Levinson commented on the lack of piston aircraft maintenance at CEA. He feels the minimum standards for maintenance and insurance requirements are too strict at our Airport. The Chairman and Airport Manager explained that the FBO's, and many other companies on the field do service the piston community and this topic was discussed in detail at a previous Board meeting that Mr. Levinson did not attend.

V. Consent Agenda

A motion was made by Director Argiris and seconded by Director Helmer to approve the items on this evening's consent agenda to include:

- Item A. Approval of Minutes as presented;
July 21, 2010 Regular Meeting Minutes, removed from consent agenda as presented;
June 16, 2010 Executive Session minutes, approved but not released as presented;

- Item B - Resolution 10-033- A Resolution authorizing the payment of claims as presented;

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

VI. Consideration of items removed from the Consent Agenda

A motion was made by Director Kolssak and seconded by Director Argiris to approve the items removed from this evening's consent agenda to include:

- Item A- Approval of Minutes; July 21, 2010 Regular meeting minutes as presented;

The motion was approved by a voice vote. Aye votes included Directors Kolssak, Ahlstedt, Argiris and Helmer. Abstain: Director Mendez Nay: None

VII. Hearings and Reports

A. Treasurer's Report

Director Larry Widmer reported/commented on the following Year to Date expenses:

- Operating expenses – For the quarter ending July 2010, total Administrative expenses are below budget by \$11,706 (24.28% expended) and Operating and Maintenance expenses are under budget by \$65,141 (19.07% expended)
- Operating income - The operating income for the three months is \$123,461 over what was budgeted.
- Other income and expense- This category, reflecting interest income and expense, shows net expense of \$26,502. Interest income is slightly over budget and interest expense is under by \$13,149. The "other" item of \$1,680 is proceeds from the sale of surplus equipment.
- Non-cash Expenses- The \$832 is from a collection settlement write-off on an old accounts receivable account.
- Net income- Year-to-date net income, not including depreciation and other non-cash expenses is \$185,050, which is \$139,677 better than budgeted.

In response to Director Argiris request, Rita Boserup, Sikich, LLP has sent requested information on retirement benefits to IMRF who will do a study on the information received. A report will be before the Board at the October, 2010 Board meeting. ICMA will also be offering a new defined benefit plan and will be meeting with staff to discuss in November, 2010.

B. Airport Manager's Report

Airport Manager, Dennis Rouleau reported on the following:

- The September CEA Board meeting will remain on the posted scheduled date of September 15th at 6:00 p.m.
- T-Hangar update- The concrete union protested our job site with giant blow up rats on Monday. The protest was settled by having a local union member put on the job.
The concrete slab is poured and steel is going up on T-Hangar building #52. Building #53 will begin in a couple of days, number 54 a couple of days after that. The updated progress schedule shows the last building will be completed around Thanksgiving. We currently have 41 out of 48 T-hangars leased.
- NBAA Convention- the NBAA Convention begins on October 19th in Atlanta, GA. We will be staying at the Hyatt Regency Atlanta. Attending so far is Jamie Abbott, Allan Englehardt, Nick Helmer, David Kolssak, Dean Argiris and me. Two openings from each community are still available. Contact Kathy if you would like to attend.
- TIPS Meeting- IDOT has scheduled our TIPS meeting for Wednesday, October 6th at 10:00 a.m. in Springfield. All Board members are invited to attend.
- IPAA Fall Conference- The IPAA conference is September 26th- September 28th in Galena, IL. Dennis and Jamie will be attending. Allan may have a conflict with those dates and Darlene who was also originally scheduled to go may cancel. If anyone else would like to attend, contact Kathy.
- Open House- Thank you to everyone who helped to make our Open House a success in spite of the heavy rainfall the night before. Thank you to Jamie, Sable, Kathy and our maintenance staff and the FBO's for all their hard work. Thank you to Nick Helmer for the use of the golf carts and the Police and Fire department for their efforts. We did receive one complaint about the cost to see the Bombers. We may consider purchasing some tickets in the future.
- Thank you to the Village of Wheeling for the plans to overlay Industrial Lane.
- PAPA picnic- all Board members are invited to attend the PAPA picnic in Hangar 13th on August 25th.
- International Aviation has signed their Non-disturbance and Sublease agreement and is hoping to break ground next week. The NEPA permit has been approved that is required by the FAA and IDOT. CATEX and Environmental Assessment of airspace approvals are also in.
- Atlantic Aviation is adding a 10 foot asphalt shoulder with 8 inches of gravel and 4 inches of asphalt to maximize their apron to protect aircraft.

C. Public Relations Report

Michael Stanard of One Zero Charlie discussed possible NBAA promotional projects such as:

- Posters, calendars, affordable mouse pads

- Playing cards w/ CEA logo shrink wrapped to package
- Promotional paper airplane kits
- Cloisonné pins

A plan was discussed to refresh the pictures displayed at the booth. Director Argiris suggested using pictures of our FBO's and other improvements made in the last 5 years. Director Kolssak suggested using pictures of available property at the Airport for future development. Director Helmer suggested having recycle bags for a promotional item.

The Airport Manager explained a "lead retrieval system" available for rent by the NBAA conference that can scan everyone that comes to our NBAA booth for future contacts list.

Other projects to consider down the road would be embossed presentation folders.

D. Board Members Comments

- Director Kolssak recently went to Menomonee Airport and was very impressed with the improvements that they've made with their discretionary funding. Secondly, he described his recent experience flying into CEA. His flaps stuck on his airplane during final approach, so they had to land at DuPage Airport. The reason he mentioned this was to point out that if CEA had EMAS installed, he would have been able to land here without going anywhere else. He stressed that EMAS is a lifesaver and increases safety at our Airport and should be a priority project for our Airport. The Airport Manager and Brian Welker of CM&T met with the FAA about a month ago to promote having EMAS installed by next year. It is currently being reviewed and moved through approvals. The Airport Manager also described the dramatic improvements that have been made at our Airport since 1986.
- Director Mendez commented that the Airport should be able to do better than match 4 ½ % of employee's salaries for their retirement fund. He brought up the unsightly ComEd transformer that supplies the stop light at Milwaukee Avenue and asked if it could be moved. The Airport Manager responded that we already looked into that and the cost would be \$25,000.00.
- Director Argiris commented that the Airport did a great job on the Open House. He also announced that on September 11th there will be a pig roast ceremony at 2:00 p.m. at Market Square Restaurant that is a charity event to raise money for the Burn Camp for Kids. The event raises \$1700 per child so that burn victims can go to the camp free of charge.
- Director Widmer commended everyone on the successful Open House.
- Director Ahlstedt expressed concern as to whether or not a piston-only maintenance facility would have sufficient support to thrive at CEA.

E. Correspondence and Chairman's Comments

- Chairman Englehardt directed his comments to Howard Levinson regarding the piston maintenance at CEA and questioned whether Mr. Levinson had tried to find it at CEA.

The Chairman and the Airport Manager explained that the FBO's and many other companies on the field do service the piston community and this topic was discussed in detail at a previous Board meeting that Mr. Levinson did not attend. Mr. Levinson said he was unaware that it was available and he stands corrected from his earlier comments.

VIII. Old Business

None

IX. New Business

A motion was made by Director Ahlstedt and seconded by Director Argiris to approve the item on this evening's new business:

- Item A- Resolution 10-034 A Resolution approving a Professional Services Agreement with Crawford, Murphy & Tilly, Inc. for the Taxiway Lima Project as presented;

The motion was approved by a roll call vote. Aye votes included Directors Ahlstedt, Argiris, Mendez, Helmer, Kolssak and Widmer. Nay: none

A motion was made by Director Argiris and seconded by Director Widmer to approve the next item on this evening's new business:

- Item B- Resolution 10-035 A Resolution approving an IDOT Limited Agency Agreement for the T-Hangar Project as presented;

The Airport Manager explained that this agreement is for the \$594,000 in discretionary money due to the Airport.

The motion was approved by a roll call vote. Aye votes included Directors Argiris, Mendez, Helmer, Ahlstedt, Kolssak and Widmer. Nay: none

A motion was made by Director Ahlstedt and seconded by Director Mendez to approve the next item on this evening's new business:

- Item C- Resolution 10-036 A Resolution approving change order No. 1 with FBG Corporation for the T-Hangar project as presented;

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

A motion was made by Director Helmer and seconded by Director Widmer to approve the next item on this evening's new business:

- Item D- Resolution 10-037 A Resolution change order No. 2 with Maneval Construction Company, Inc. as presented;

The motion was approved by a roll call vote. Aye votes included Directors Mendez, Kolssak, Ahlstedt, Argiris, Widmer and Helmer Nay votes: none

A motion was made by Director Mendez and seconded by Director Ahlstedt to approve the next item on this evening's new business:

- Item E- Resolution 10-038 A Resolution approving the purchase of a New 2011 Ford F-250 Pickup Truck as presented;

The motion was approved by a roll call vote. Aye votes included Directors Ahlstedt, Kolssak, Mendez, Helmer and Argiris Nay votes: none Abstain: Director Widmer

X. Executive Session

A motion was made by Director Argiris and seconded by Director Mendez to go into Executive Session.

Motion to go into Executive Session pursuant to 5 ILCS 120/2(C21,1,11and 5) to discuss approval of Executive Session Minutes, Employment Compensation, Discipline, Performance or Dismissal of a Specific Employee(s) of the Airport, Probable or Imminent Litigation and the sale or lease of property owned by Chicago Executive Airport.

The motion was approved by a roll call vote. Aye votes included Directors Kolssak, Argiris, Ahlstedt, Helmer, Widmer and Mendez. Nay votes: none

XI. Action Taken from Executive Session

None

XII. Adjournment

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

Respectfully submitted,



Darlene Ahlstedt
Secretary