

**CHICAGO EXECUTIVE AIRPORT  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
WEDNESDAY, SEPTEMBER 22, 2021  
1020 S PLANT RD  
WHEELING, IL 60090  
6:00 PM**

**I. Call to Order and Roll Call**

Chairman Harris called the meeting to order at 6:00 PM. Roll call confirmed the following present: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Absent: Director Kearns.

Also in Attendance: George Sakas – Interim Executive Director and Director of Economic Development  
Jason Griffith – Director of Finance  
Jennifer Pfeifer- Recording Secretary  
Tom Lester – Attorney

**II. Pledge of Allegiance**

Chairman Harris led those in attendance in the Pledge of Allegiance.

**III. Approval of Minutes**

A motion was made by Director Kiefer and seconded by Director Saewert to approve the minutes from the August 18, 2021, Regular Board Meeting. The motion was approved by voice vote. Ayes: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: Director Kearns.

A motion was made by Director Berman and seconded by Director Lang to approve the minutes from the September 8, 2021, Special Board Meeting. The motion was approved by voice vote. Ayes: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: Director Kearns.

**IV. Changes to the Agenda**

None.

**V. Public Comments**

Mike Haupt spoke on behalf of Aviation Explorers which meets twice per month at Chicago Executive Airport in the Administration Office. He explained that Aviation Explorers is a youth organization that exposes kids to careers in aviation. Half of the meetings are instructional about various aspects of flight and for other meetings they have aviation career speakers. There is also an optional flight program that is discounted by Windy City Aviation. All Explorers can spend the week at EAA AirVenture during which they have volunteer responsibilities. Post 9 began in 1995 and 125 Explorers have gone through the program. The post is being recognized by the Spirit of Flight award from the IL Aviation Hall of Fame on October 7<sup>th</sup>.

## VI. Hearing and Reports

### A) Treasurer's Report

Director Saewert said we are in fourth month of the fiscal year which represents 33.3% of the total budget, operating revenues are at 38.4% of the budget and expenses are at 29.9% of the budget. The Sikich audit will be on next month's agenda.

### B) Interim Executive Director's Report.

Interim Executive Director, George Sakas, reported on the following:

- ➔ August was a very busy month with 9,900 operations, almost 800,000 gallons of fuel sold and 40 U.S. Customs operations.
- ➔ U.S. Customs and Border Protection Facility update: Asphalt is done, putting in landscaping. Parking blocks and fencing will be done next week. Next week there will be a staff maintenance meeting and October 5<sup>th</sup> is the scheduled ribbon cutting. October 11<sup>th</sup> will be the punch list review and walk through. The facility will be operational by mid-October.
- ➔ Residential Sound Insulation Program update: The contract for S&L is on the agenda for approval to work on the first nine homes. Letter of Authorization #2 is on the agenda for approval to continue work on the program. To date 457 applications have been received. The next newsletter will go out for November/December. We held a public update meeting on September 1<sup>st</sup> which went well, and many questions were answered.
- ➔ Master Plan update – Comments from the FAA were received on 9/15; the comments were minimal technical changes. George is trying to schedule a meeting to discuss the pre-existing conditions that exist on the field.
- ➔ Airfield Projects update – The airfield lighting project is on this month's agenda. Pavement repairs and markings are complete. The MWRD sewer lining project will be ongoing through Spring and will require some runway closures, mostly at night. The FAA is replacing cables on the field. The Part 77 obstructions were inspected by the State.
- ➔ Other updates – Hangar 43 is waiting for its occupancy permit. The fuel farm plats are being reviewed. Gruen and Associates will make a presentation tonight about the Economic Impact report. District 214 has delayed the grand opening of the Aviation Academy. The TIPS draft is pending for October Board of Directors' consideration. The ZOOM meeting with IDOT regarding TIPS will take place in the afternoon on October 20<sup>th</sup>.
- ➔ Noise call data was displayed – There were 44 calls received in August, 27 of them were from Prospect Heights, 15 different people called, and the majority of the calls were daytime flights.

→ Upcoming Meetings & Events

- Tuesday, October 5 – U.S. Customs Facility Ribbon Cutting Ceremony.
- Monday, October 11 – Columbus Day Holiday – Office Closed.
- Tuesday, October 12-Thursday, October 14 – NBAA Conference.
- Monday, October 18<sup>th</sup> – Quarterly GA Users Meeting.
- Wednesday, October 20 – Regular Board of Directors Meeting.

Director Saewert commented on the number of noise complaints and spoke about one caller in Prospect Heights who called 23 times.

**C) Public Relations Report – Jim Webb**

Jim Webb reported that they are working on the news release for the ribbon cutting, have invited local and trade media people, and are gathering comments from the Village and City leaders for the news release.

They are finalizing the draft for the fact sheet based upon the updated Economic Impact report numbers.

**D) CMT Engineering Report – Dan Pape**

❖ General items:

- i. TIPS Program
- ii. State capital projects have not been announced yet.
- iii. Working on the Runway 34 circle to land approach.
- iv. Updated some airfield driver training exhibits.
- v. Attended a Master Plan meeting with regional FAA people.
- vi. U.S. Customs facility update – finishing up the landscaping and marking the parking lot. This project is almost complete.
- vii. Airfield lighting – on this month’s agenda is the concurrence to award which starts the process. Hopefully there will be an agency agreement next month on the agenda.
- viii. The pavement repairs project is done.

Director Lang asked if the Runway 34 circle to land is a new issue and Dan so no, it’s an old approach that was taken away because of a perceived obstruction.

Director Saewert asked about the stormwater detention project that is on hold and asked when it is expected to move forward. Dan said Hawthorn’s development plans will move the stormwater detention project forward. George added, it will be

sometime next year. Director Saewert asked if the decommissioning of a runway and the runway safety area projects are decoupled and George said, yes, it is on the TIPS.

Chairman Harris asked if the meeting with the FAA is scheduled and Dan said he sent out a list of possible times and is waiting to hear from them.

#### **E) Board Member Comments**

- Director Hellyer – no comments.
- Director Saewert – no comments.
- Director Lang asked Penny from C&S about building material costs. Penny said costs seem to be coming down. Dennis Scheid, C&S, added that this type of project does not use much lumber and that it's the raw materials for the vinyl windows that affect the price. Director Lang asked why only nine homes are being worked on even though ten were approved and when will work begin. Penny said they wanted a Pilot Program with ten but only nine qualified. Work will begin in early Spring due to delays on window and door orders. Before COVID it was an eight-week lead time, now it is 16-weeks.
- Director Kiefer – no comments.
- Director Berman – no comments.

#### **F) Correspondence and Chairman's Comments**

Chairman Harris thanked Penny and Dennis from C&S for the continued progress on the RSIP and said the forward progress is exciting. It will be great to get those initial nine homes done.

### **VII. New Business**

#### **A. Presentation – Economic Impact Study;**

Debra Jeans from Gruen Gruen + Associates gave the Economic Impact Study presentation:

- An overview of airport-related activities and economic impacts and fiscal impacts estimated for Cook County.
- Sources and types of impacts estimated.
- Direct economic impact in 2021 is estimated at \$221,513,600, indirect economic impact is estimated at \$215,611,500 and total economic impact is \$441,125,100.
- Fiscal impacts of \$4,094,900 are generated by the Airport are tax revenues to local Cook County entities: property taxes, sales tax, hotel occupancy tax and telecommunications tax. Property tax and sales tax are the majority.

- Property tax revenues approximates:
  - Local school districts \$1,822,400
  - Village of Wheeling \$248,400
  - City of Prospect Heights \$36,000

Director Lang asked if it's fair to say that more corporations are located in the area due to the Airport, such as Allstate? Gruen answered that Allstate is included in these numbers and airport accessibility is important. They spoke about Caterpillar Corporation and said locations with air service have more corporations.

George said this is the second study we've done and this time Gruen has a better feel for the date. This report is probably more accurate than the 2019 report.

Chairman Harris thanked Gruen for giving the facts to show the impact of the airport economically.

**B. Resolution 21-034 – A Resolution Authorizing the Payment of Claims;**

A motion to approve was made by Director Saewert and seconded by Director Hellyer. The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: Director Kearns.

**C. Resolution 21-035 – A Resolution Approving the Letter of Authorization #2 with C&S Companies for the Residential Sound Insulation Program;**

A motion to approve was made by Director Lang and seconded by Director Kiefer. The motion was approved by roll call. Ayes: Directors Hellyer, Kiefer, and Lang. Nays: Directors Berman and Saewert. Absent: Director Kearns.

**D. Resolution 21-036 – A Resolution Approving an Award of Contract to S&L Specialty Contracting, Inc. for the Chicago Executive Airport Residential Sound Insulation Program Pilot Phase;**

A motion to approve was made by Director Lang and seconded by Director Berman. The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: Director Kearns.

Director Saewert said that he researched S&L and they are not authorized through the BBB. Dennis Scheid from C&S said that they are very familiar with S&L across the country and have worked with them for many years, they are nationally known, organized and are very competent. Director Saewert asked if there is a dispute resolution process and Tom Lester said it is addressed in the contract documents and the project manual, he spoke about the process. Penny Merritt from C&S said that there will be a C&S representative working in the field at all times.

**E. Resolution 21-037 – A Resolution Authorizing the Concurrence to Award the Rehabilitation of Airfield Lighting Phases 1 and 2 Project;**

A motion to approve was made by Director Hellyer and seconded by Director Lang. The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: Director Kearns.

F. Resolution 21-038 – A Resolution to Approve Consent to Assignment of Net Ground Lease Relating to Hangar #19;

A motion to approve was made by Director Berman and seconded by Director Saewert. The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: Director Kearns.

G. Resolution 21-039 – A Resolution to Approve a New Hangar Lease Between Signature Flight Support and Chicago Executive Airport for Hangar 19 and the Fuel Farm to be Effective on November 21, 2022;

A motion to approve was made by Director Lang and seconded by Director Berman. The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: Director Kearns.

**VIII. Executive Session** – Pursuant to 5 ILCS 120/2 (c) (1), (6) and (21) to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, the purchase or lease of property for the use of the public body, and the minutes of meetings lawfully closed under this Act or other matters provided for pursuant to Section 2(c) of the Open Meetings Act.

At 6:59 p.m. motion to move in Executive Session was made by Director Kiefer and seconded by Director Berman. The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: Director Kearns.

At 9:18 p.m. a motion to return to open session was made by Director Kiefer and seconded by Director Berman. The motion was approved by voice vote. Ayes: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: Director Kearns.

**IX. Action Taken from Executive Session**

None.

**X. Adjournment**

At 9:19 p.m. a motion was made by Director Berman and seconded by Director Hellyer to adjourn the meeting. The motion was approved by voice vote. Ayes: Directors Berman, Hellyer, Kiefer, Lang and Saewert. Nays: None. Absent: Director Kearns.

Respectfully Submitted:



Bill Hellyer  
Secretary