

**JOINT WORKSHOP MEETING MINUTES**  
**Wednesday, September 21, 2022**

Chicago Executive Airport Board of Directors  
City of Prospect Heights City Council  
Village of Wheeling President and Board of Trustees  
The Westin Chicago North Shore, 601 N. Milwaukee Avenue, Wheeling, IL 60090

**I. Open Workshop**

**A. Call to order by CEA Chairman Harris**

The meeting was called to order at 7:01 p.m.

**B. Pledge of Allegiance** - Chairman Harris led those in attendance in the Pledge of Allegiance.

**C. Roll call** confirmed the following:

Chicago Executive Airport: Recording Secretary Elizabeth Colht took roll call. Directors Berman, Hellyer, Kiefer, Lang and Saewert were present. Director Kearns was absent.

City of Prospect Heights: Deputy Clerk Karen Schultheis took roll call. Acting Mayor Dolick, Aldermen Cameron, Dash, Morgan-Adams were present. Alderman Ludigsen was absent.

Village of Wheeling: Village Clerk Kathryn M. Brady took roll call. President Horcher, Trustees Krueger, Lang, Papantos, and Ruffatto were present. Trustees Vito and Vogel were absent with prior notice.

**D. Welcome and Opening Remarks**

Chicago Executive Airport Chairman Harris welcomed guests, officials, and residents. He spoke of former Mayor Helmer about his accomplishments for the airport and for his community in Prospect Heights. A moment of silence was requested. Chairman Harris stated we are excited to report due to great leadership, organizational teamwork and community support our highlights throughout the year.

Village of Wheeling President Horcher does recognize the importance of this airport in the region as well as locally. Our two communities have been working together and hopes to continue the harmonious nature within the balance of good neighbor and stewardship.

City of Prospect Heights Acting Mayor Dolick stated that the airport is a large part of our communities. Many people who fly in and out support our local businesses. It is important that we all work together and share information to make sure we continue our close relationship.

**E. Citizens Comments and Concerns**

Steve Neff stated that he has been speaking at Joint Workshops for 6-7 years, believed the airport was a cash cow but it seems that is not the way it works. The jets continue to wake us up, with multiple landings of the same aircraft. We are qualified for the RSIP program, but heard it was delayed due to the FAA. We need to have our elected officials keep RSIP going and continue to be fully funded before building more buildings on the airfield. Restricting nighttime landings would help and charging landing fees.

Tia Hansen shared that it is key for Chicago Executive Airport, Village of Wheeling and the City of Prospect Heights to all work together when it comes to populating a new environmental study. Humans need to come back to harmony with nature and not pollute with jet fuel. Climate change cannot be arrested, just slowed. Airport's landscape can change from just grass to a habitat that returns to nature, for bees. We need to provide guidance for naturalizing.

**F. State of the Airport and Major Projects Update Presentation by Executive Director, Jeffrey Miller.**

Jeff Miller reported on the following:

- Chicago Executive is the best airport for general aviation in the country, an economic driver for the region, and a great neighbor for our community.
- Year in Review September 2021- August 2022:
  - Total flight operations were 99,019 which is up 6% from the previous year, 93,525. We now have seven flight schools and a piston maintenance shop.
  - Total fuel flowage was 8.4 million gallons, which is up 10% from previous year, 7.6 million.
  - Total U.S. Customs operations totals are 492 which is up 62% from the previous year, 303.
  - Budget is on schedule and funds are being added to our reserves. We have received the Annual Comprehensive Financial Report for the Fiscal Year Ended Award.
- Community
  - Chicago Executive Airport and Illinois Aviation Economic Impact Analysis did an economic impact report, and the results were within a 5% margin.
    - 2,134 jobs; \$441 M total impact; \$139 M labor income; \$4.1 M tax revenue.
  - Noise complaints for the rolling yearly total are holding steady around 492.
  - The Residential Sound Insulation Program
    - 609 applications received to date.
    - \$2,000,000 expended in sound insulation.
    - Nine single-family homes received sound insulation treatments.
    - Currently conducting a new Noise Exposure Map update.
    - The Airport is requesting to move forward with sound insulation as soon as possible. The Airport is holding bi-weekly meetings with the FAA, while they review the program.
  - Run 'n' Rock the Runway

- Run the Runway on June 25, 2022, was sold out ahead of the race. We plan to increase the number of participants allowed. Participation medals were awarded to all.
    - Rock the Runway was a success with music, food trucks, and fireworks, even with a little bit of rain.
  - Community Outreach
    - Aviation Academy has expanded. Chicago Executive Airport has coordinated with District 214 and Lewis University for job shadowing opportunities with businesses on the airfield.
    - 10 airport tours were conducted. During the tours, we try to get the younger generation excited about all aspects of aviation.
    - Two of Chicago Executive Airport's former interns from the District 214 Aviation Academy alums are now pursuing an aviation college degree. One is pursuing a master's degree while interning at Quad Cities International Airport.
    - Chairman Harris and the Board of Directors started a recognition program this year to highlight people that offer a significant contribution to aviation. Along with the certificate, a challenge coin is given.
    - Conference room is now dedicated to former Mayor Nicholas J. Helmer of the City of Prospect Heights.
- Projects
  - New accounting software, general ledger, and property management to be implemented.
  - Security enhancements for the airfield are being planned and executed. Jersey barriers are being placed in locations where vehicles have breached previously. The camera system is being improved for a more real-time information.
- Airfield Maintenance
  - Over 700 light bulbs have been replaced on the airfield.
  - 111,000 square feet has been repainted.
  - 8,015 linear feet of cracked surfaces were repaired.
  - 430 square yards of asphalt has been replaced.
- Snow Events
  - 64 snow and ice events. We had 32.8 inches of snow fall, which was 11.3% below average, 37 inches.
  - Collectively drove 25,000 miles during these events to help clear and maintain the airport at a speed of 15 mph.

- Chicago Executive Airport never closed during these times and 35,553 aircraft operations were able to continue.
- Airport Partners
  - Atlantic Aviation constructing a new 92,000 gallon fuel farm. Plans to be fully operational by end of the year.
  - Hawthorne Global Aviation Services received final approval from the FAA for construction of a new hangar off Tower Entrance Road and Milwaukee Avenue.
  - Signature Flight Support to build a new hangar adjacent the parcel 70 location within the next 12-24 months.
- Recognition
  - American Association of Airport Executives Great Lakes Chapter awarded Chicago Executive Airport and 845 Design the 2022 General Aviation Architectural Project of the Year.

## **G. Village Trustees and City Aldermen: Questions and Comments**

- Acting Mayor Dolick asked about runway 12/30, that heads over the industrial areas and forest preserves that could entice pilots to use instead of the main runway 16/34. Jeff explained that widening the runway would offer it to a larger range of aircraft, but it is shorter and has no instrument guiding system. We do have it in our TIP's planning.
- Trustee Papantos asked if it was unusual for the FAA to stop a RSIP program for review. Jeff explained it is not unusual; we are within a pilot program, and they have the right to review at any time. We have bi-weekly meetings with the FAA, and they are in complete support of this program. Information from CMS Companies that was provided to the FAA meets all the requirements. Our intention as the airport is to get RSIP back up and running as soon as possible. Jeff confirmed that there would be 21 houses in phase 1. Penny Merritt clarified that out of the 609 applications, roughly 80% should qualify. There should be multiple phases with over 2,700 homes eventually. Jeff stated that \$2 million per year until 2027, \$2.5 million in 2028. The airport pays up front, and the FAA reimburses; we need to plan into our budget this project each year.
- Trustee Papantos asked about the new noise exposure map and when it would start and be completed. Jeff stated it is typically about a year-long process. We had put out an RFQ and selected our consultant. We are waiting on the requested tracking information from the FAA. Trustee Papantos wanted to clarify that if any new homes were to fall into the 65-decibel contour that they would be notified. Jeff agreed.
- Trustee Papantos asked with the US Customs year to date as 492 cleared operations, how it compares to pre-pandemic numbers. Jeff asked Jason to clarify that we are above pre-pandemic numbers for US Customs operations.
- Trustee Papantos asked if there was a max number of operations our airport is allowed, with close to 100,000 operations already. Jeff stated in 2005-2006 we had about 150,000 operations. An airport in London with a single runway is doing an average of 300,000-400,000 operations a year. We are not near our maximum capacity.

- Trustee Papantos asked about a motor jet fuel smell and asked if something was happening at the airport. Jeff stated that he is not aware of any issues with fuel at the airport.
- President Horcher mentioned a Tourism and Festival Grants that are available to government agencies for possibly Rock n Run the Runway.
- Alderman Cameron asked about the hours of operation of the airport. Jeff stated that we are open 24/7. Control tower is available 6am to 10pm, with guiding systems on continually.
- Trustee Ruffatto wanted to thank Jeff for the smooth transition in the last ten months that he has been working at the airport.

#### **H. Closing Comments from Chairman Harris, City of Prospect Heights Mayor Nick Helmer and Village of Wheeling President Patrick Horcher**

President Horcher thanked everyone for attending and enjoys getting everyone together for these conversations.

Acting Mayor Dolick thanked everyone for attending and appreciated the openness of communication and transparency with the Aldermen, Trustees and residents.

Chairman Harris has no closing comments; just thank you to Elizabeth and the staff for planning and putting this presentation together.

## **II. Adjournment**

A motion was made by Village of Wheeling Trustee Papantos and seconded by Trustee Ruffatto to adjourn the meeting. Village Clerk Kathryn M. Brady called the roll: President Horcher, Trustees Krueger, Lang, Papantos, and Ruffatto agreed. Trustees Vito and Vogel were absent.

A motion was made by City of Prospect Heights Alderman Morgan-Adams and seconded by Alderman Cameron to adjourn the meeting. Deputy Clerk Karen Schultheis took roll call. Alderman Cameron, Dash, Morgan-Adams agreed. Alderman Ludigsen was absent.

A motion was made by Chicago Executive Airport Director Hellyer and seconded by Director Saewert to adjourn the meeting. Recording Secretary Elizabeth Colht took roll call. Directors Berman, Hellyer, Kiefer, Lang and Saewert agreed. Director Kearns was absent.

Meeting adjourned at 7:49 p.m.

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Kathryn M. Brady, Village Clerk

Approved this 17th day of October 2022, by the President and Board of Trustees