

**CHICAGO EXECUTIVE AIRPORT
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, JULY 19, 2023
1020 S PLANT RD
WHEELING, IL 60090
6:00 PM**

I. Call to Order and Roll Call

Chairman Court Harris called the meeting to order at 6:00 p.m. Roll call confirmed the following present: Directors Berman, Hellyer, Kearns, Kiefer, Lang, and Saewert. Absent: None.

Also in Attendance: Jeff Miller - Executive Director
 George Sakas – Director of Economic Development
 Jason Griffith – Director of Finance
 Andrew Wolanik – Director of Operations & Maintenance
 Krista Coltrin – Administrative Manager/Recording Secretary
 Penny Merritt – QuieterHome® Program Project Manager
 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 Kearns and seconded by Director Saewert to approve the minutes from the June 21, 2023, Regular Board Meeting. The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kearns, Kiefer, Lang, and Saewert. Nays: None. Absent: None.

IV. Changes to the Agenda

None.

V. Public Comments

Chairman Harris recognized Bishop Peter Paul Yelezuome Angkyier, a guest of Director Saewert, from the City of Damongo in Ghana, Africa. Bishop Angkyier thanked the Chairman and the Board for the opportunity to speak at the meeting. He described his work in the northern part of Ghana, noting there are 23 tribes which make up the Catholic diocese, which was established in 1995. Much of their work revolves around peacebuilding amongst the tribes, preservation of nature, establishing infrastructure and building schools to combat illiteracy. Chairman Harris thanked him for visiting the United States and presented him with a Challenge Coin as a memento from his visit to Chicago Executive Airport.

VI. Presentations

A) Master Drainage Study – Primera Engineering

Steve Moulton from Primera Engineers and Diane Bouckaert from Manhard Consulting presented a status update on the Master Drainage Study. Mr. Moulton stated that flood and storm water detention is currently at maximum capacity, noting that the airport was designed under the Bulletin 70 regulatory requirements. The current Bulletin 75 requires accommodation for 15-20% more rainfall than the original design. The challenge will be to handle water storage and water quality as additional hangars will be built within the Des Plaines River 100-year floodplain.

Ms. Bouckaert described the analysis of the current drainage system, such as where the facilities are and what condition they are in, stating that they reviewed previous record drawings and have developed a master storm sewer and detention layout, conducted field surveys and reviewed Cook County 2017 contour mapping. They then added all new developments since 2017 to create a base map, which was then reviewed by storm water modeling software that analyzes for 5- through 100-year flooding events. Maps were shown indicating where a surcharge of water would take place during excessive rainfall events. She indicated that they would attempt to use some of the existing system, where possible.

Mr. Moulton added that there are currently two storm water basins at the airport: a north basin and a south basin. The study has revealed that both basins have issues. He also noted that the storm sewer system at the intersection of runways 16/34 & 12/30 is already undersized. Any development on the west side of the airport needs to drain through this system to get to the Des Plaines River. Additionally, the Master Grading Plan will indicate where fill would be required on the east side of the airport to raise building and ground elevations in the new Airport Layout Plan. Regulatory agencies require that for one cubic yard of fill in a flood plain, 1.1 cubic yards of compensatory storage must be added. He concluded that the challenge will be to determine the cost of the improvements and how to phase them in over time.

B) Economic & Fiscal Impact Study 2023 – Gruen Gruen + Associates

George Sakas introduced the Economic & Fiscal Impact Study 2023 and stated that this is the third such study for the Airport, with previous studies taking place in 2019 and 2021. He noted that the state of Illinois did an independent study and the numbers between the two studies were between three to five percent of each other, giving credibility to the finding within the Gruen Gruen + Associates study.

Aaron Gruen of Gruen Gruen + Associates went on to say that the study quantifies the Airport's impact on the Cook County economy, through jobs and income associated with those jobs, revenues and fiscal impacts, both directly and indirectly, and construction activity. To estimate these impacts, they interviewed airport staff, reviewed budgets, and interviewed airfield businesses. The study indicates that the Airport generated \$5.5M in local, direct tax revenue in 2023 as compared to \$4.1M in 2021. The takeaway is that the increase is not due to property taxes but comes from increased fuel sales. *His full presentation is attached at the end of the meeting minutes.*

Director Lang stated that it is good to see the positive input on the economy and asked Mr. Gruen how to best leverage the information. Mr. Gruen noted that the study shows growth, and it will be an important component to include in grant applications. He added that the study provides an opportunity to educate the community on the benefits of the airport. He suggested using it to explain why the airport should be getting support from the communities and residents, and that the findings of the study should be celebrated.

VII. Hearings and Reports

A) Director of Finance Report

Director of Finance Jason Griffith delivered the Treasurer's Report and said June is the second month in the fiscal year, meaning the target percentage collected or expended is 16.66% of the budget. Year-to-date operating revenues were at 18.39% and operating expenditures were at 15.06% of the budget.

B) Executive Director's Report

Jeff Miller reported on the following:

- ➔ Total operations for June were 9,249, which is 9% below May 2023 and 2% above June 2022. The previous 12-month operations rose 2% to 99,646, which is 15% above average for the month of June since 2010.
- ➔ June fuel flowage was 690,402 gallons, which is 9% below May 2023 and slightly above June 2022. The previous fuel flowage rose to 8,100,550 gallons. Fuel flowage is 55% above the average month of June since 2010.
- ➔ Total Customs clearances were 62 in June 2023, which is 21 more than May 2023, and 9 more than June 2022. The 12-month total for Customs clearances increased to 511. Clearances are 78% above the average month of June since 2010.
- ➔ The number of noise comments totaled 46 for June. There were 5 comments per 1,000 operations with a 12-month total of 456.
- ➔ Updates to construction projects include:
 - Airfield Lighting Project – electrical vault work continuing through July 24th.
 - East Quad Ramp Project – pending award letter – July 27th 90 days.
 - Northwest Quadrant Road Rehab – The state is working to issue the construction contract.
 - Hawthorne Hangar – The steel structure is being erected.
 - Exhibit A to ALP – Mr. Sakas is coordinating with the state of Illinois.

- Program Letter to Construct Northeast Quadrant Apron and Taxiway Access for New Aircraft Tie Down Area - BIL \$2,600,000.
- Wheeling water main project on Milwaukee Avenue currently coordinating a concurrent use agreement with the FAA, Village of Wheeling Public Works Department and CMT.
- ➔ Other items include:
 - Airport staff will be meeting with Harper college and the City of Prospect Heights and the Village of Wheeling to discuss the FAA grant they received for their new aviation maintenance program.
 - Master Drainage Study ongoing.
 - Economic Impact Study complete.
 - Hangar rent study – a collective study for rates and fee charges at the airport (A resolution is on tonight’s agenda for consideration.)
 - Coordinating with author Mike Haupt for the 100-year anniversary book.
 - A new aerial survey photo, dating to November 15, 1938, was found, and added to the Airport’s photo library. It was displayed during the meeting.
- ➔ FAA Reauthorization Update
 - House Bill
 - The bill is working its way through committee to the full House floor.
 - Senate Bill
 - A compromise has reportedly been made on the 1,500-hour ATP rule in trade for raising the mandatory retirement age from 65 to 67 for commercial pilots.
- ➔ To date, 617 applications have been received for the Residential Sound Insulation Program (RSIP).
 - The FAA has programmed the \$2.5M grant; staff has contacted the state for the award letter.
 - The Noise Exposure Map will be submitted to the FAA with public comments in August 2023.
- ➔ Public Relations Report
 - Run the Runway 5K & 1-Mile Walk – 461 runners & 193 walkers – highest participation to-date.

- CEA attended the Chicago Executive Pilots' Association (CEPA) scholarship awards dinner where two students each received \$3,250 scholarships.
- Airport staff, including interns, will be attending the AviNation event in south Chicago on Friday, July 21, 2023.

➔ **Upcoming Meetings & Events**

- The next Board of Directors meeting is Wednesday, August 16th.
- The CEA offices are closed on Monday, September 4th in observance of Labor Day.
- The September Board of Directors meeting and Joint Community Workshop meeting will be held on Wednesday, September 20th at the Hilton Prospect Heights/Northbrook.

Questions for Executive Director Miller included:

- Director Kiefer asked if the \$2.5M RSIP money is to pay back what has already been spent on the program? Executive Director Miller clarified that it is for the program moving forward. Penny Merritt confirmed that at \$40,000 per house, the grant would cover the RSIP program for a couple of years.
- Director Kearns asked when the next homes would be included in the program. Ms. Merritt stated that 20 homes are ready for construction once the program letter is received from the state and the FAA acknowledges its receipt. The program will be re-bid at that time.

C) Board Member Comments

- Director Berman thanked staff for their work on the Run the Runway & Rock the Runway events.
- Director Kearns added his gratitude to the communities for their work in producing the Run the Runway and Rock the Runway events.
- Director Saewert thanked the Board for their warm welcome of Bishop Angkyier.
- Director Hellyer added his thanks to the business partners on the airfield for changes in the operations related to the airport closure for construction and events.
- The Board welcomed the introduction of Tori Allen as the new representative for Serafin & Associates Public Relations.

D) Correspondence and Chairman's Comments

- None.

VIII. New Business

A. Resolution 23-023 – A Resolution Authorizing the Payment of Claims

A motion to approve was made by Director Berman and seconded by Director Lang.

The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kearns, Kiefer, Lang, and Saewert. Nays: None. Absent: None.

B. Resolution 23-024 – A Resolution Approving the Professional Services Agreement with ABS Aviation Consultancy, Inc. d/b/a Airport Business Solutions

A motion to approve was made by Director Kiefer and seconded by Director Kearns.

Director Kearns asked about the timing of the study. Executive Director Miller responded that this would be an independent review of all fee structures at the airport and that he anticipated a November or December presentation to the Board.

The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kearns, Kiefer, Lang, and Saewert. Nays: None. Absent: None.

C. Resolution 23-025 – A Resolution Approving the Program Letter for the Project Construct Northeast Quadrant Apron and Taxiway Access for New Aircraft Tiedown Area with the Illinois Department of Transportation

A motion to approve was made by Director Hellyer and seconded by Director Berman.

Director Kiefer questioned if there had been any feedback from the owners currently utilizing the tiedowns about the move to a new location. Executive Director Miller stated that there have been no comments to date, but that communications with all tenants will occur in a timely manner. He indicated that it would be at least 12 months until the project begins.

Director Lang asked if security will be increased in the new tiedown area. Executive Director Miller said that increased security is part of the plan for the airport. However, the funds for this project are for pavement only.

Director Saewert asked what will happen if there are overage costs. Executive Director Miller noted that the Board's approval of the project now falls at the beginning of the project with the Program Letter. By shifting the beginning of the project as opposed to later in the process, it then allows the airport to keep construction projects moving forward by having the executive director approve documents as needed throughout the project.

The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kearns, Kiefer, Lang, and Saewert. Nays: None. Absent: None.

IX. Executive Session

At 7:01 p.m. a motion to move into Executive Session was made by Director Saewert and seconded by Director Berman. The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kearns, Kiefer, Lang, and Saewert. Nays: None. Absent: None.

At 8:12 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, Kearns, Kiefer, Lang, and Saewert. Nays: None. Absent: None.

X. Action Taken from Executive Session

None.

XI. Adjournment

At 8:17 p.m. a motion was made by Director Saewert and seconded by Director Hellyer to adjourn the meeting. The motion was approved by voice vote. Ayes: Directors Berman, Hellyer, Kearns, Kiefer, Lang, and Saewert. Nays: None. Absent: None.

Respectfully Submitted:

A handwritten signature in cursive script that reads "Bill Hellyer".

Bill Hellyer
Secretary

PRESENTATION TO CHICAGO EXECUTIVE AIRPORT

July 19, 2023



OVERVIEW

- Airport-related activities:
 - Administration
 - Operations & Maintenance
 - On-site businesses
- Economic (jobs, income, output) impacts and
- Fiscal (tax) impacts estimated for Cook County



SOURCES AND TYPES OF IMPACTS ESTIMATED

- Sources of impact include:
 - Payroll expenditures
 - Non-payroll expenditures
 - Capital improvements
 - Visitor spending
- Direct impacts are jobs and income created “on-site” at the Airport, plus those supported initially by spending of visitors and expenditures on non-payroll and capital projects

DIRECT ECONOMIC IMPACT IN 2023

COOK COUNTY	EMPLOYMENT # JOBS	INCOME \$	OUTPUT \$
DIRECT EFFECTS	754	82,450,000	220,548,000



INDIRECT ECONOMIC IMPACT IN 2023

- Indirect impacts result from:
 - Industry-to-industry transactions
 - Re-circulation of income paid to employees (e.g., personal spending)

COOK COUNTY	EMPLOYMENT # JOBS	INCOME \$	OUTPUT \$
INDIRECT EFFECTS	1,690	109,628,400	264,970,200

TOTAL ECONOMIC IMPACT IN 2023

COOK COUNTY	EMPLOYMENT # JOBS	INCOME \$	OUTPUT \$
DIRECT	754	82,450,000	220,548,900
INDIRECT	1,690	109,628,400	264,970,200
TOTAL	2,444	192,078,400	485,519,100
MULTIPLIER	3.24	2.33	2.20



FISCAL IMPACTS GENERATED BY AIRPORT

- Tax revenue to local Cook County entities
 - Property tax
 - Sales tax
 - Hotel occupancy tax
 - Telecommunications tax
- Revenues also accrue to the State and other non-local entities (RTA, etc.)
- Property tax and sales tax account for the majority of fiscal impact generated within the County

FISCAL IMPACTS GENERATED BY AIRPORT

FISCAL IMPACTS TO COOK COUNTY ENTITIES	2023 \$
PROPERTY AND LEASEHOLD PROPERTY TAX	2,913,600
SALES TAX	2,156,100
HOTEL TAX	434,500
TELECOMMUNICATION TAX	22,600
TOTAL	5,526,800



FISCAL IMPACTS GENERATED BY AIRPORT

- Property tax revenue to local school districts approximates \$1,893,800 (65% of total property tax)
- Property tax revenue to Village of Wheeling approximates \$253,500
- Property tax revenue to City of Prospect Heights approximates \$37,900

