

**CHICAGO EXECUTIVE AIRPORT  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
WEDNESDAY, DECEMBER 13, 2023  
1020 S PLANT RD  
WHEELING, IL 60090  
6:00 PM**

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

Chairman D. Court Harris called the meeting to order at 6:01 p.m. Roll call confirmed the following present: Directors Berman, Hellyer, Kearns, Kiefer, Lang, Saewert.

Also in Attendance: Jeff Miller - Executive Director  
George Sakas – Director of Economic Development  
Jason Griffith – Director of Finance  
Andrew Wolanik – Director of Operations & Maintenance  
Kim Mueller – Property Accountant  
Krista Coltrin – Administrative Manager/Recording Secretary  
Tom Lester – Attorney

**II. Pledge of Allegiance**

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

**III. Recognition Ceremony**

**A. Airport Spotlight on Hank Hermosillo**

Chairman Harris recognized Hank Hermosillo as the Airport Spotlight recipients for December for his retirement from the Federal Aviation Administrative as an Air Traffic Controller at the Chicago Executive Airport. Mr. Hermosillo was presented with a Challenge Coin and certificate as a token of appreciation for his many years as an Air Traffic controller (*Chairman Harris' statement is included at the end of this document.*)

Mr. Hermosillo thanked the Airport and the amazing team, referring to the runways that were always taken care of by ATC and the snow crews, the pilots know this when flying into PWK. He wanted to say thank you to everyone.

**IV. Approval of Minutes**

A motion was made by Director Berman and seconded by Director Saewert to approve the minutes from the November 15, 2023, Regular Board Meeting. The motion was approved by roll call. Ayes: Directors Berman, Hellyer, Kearns, Kiefer, Lang, and Saewert. Nays: None.

## **V. Changes to the Agenda**

None.

## **VI. Public Comments**

None.

## **VII. Hearings and Reports**

### **A) Director of Finance Report**

Director of Finance Jason Griffith delivered the Treasurer's Report and said November is the seventh month in the fiscal year, meaning the target percentage collected or expended is 58.33% of the budget. Year-to-date operating revenues were at 62.67% and operating expenditures were at 46.58% of the FY24 budget.

Director Kearns stated it looks like we are at a deficit for this month, he assumed because of paying Cook County taxes. Finance Director Jason Griffith confirmed Director Kearns assumption.

### **B) Executive Director's Report**

Jeff Miller reported on the following:

- ➔ Total operations for November 2023 were 7,999, 5% below October 2023 but 4% above November 2022. The previous 12-month ops statistically the same at 99,146, 22% above our average month of November since 2010.
- ➔ Fuel flowage for November 2023 was 734,779, 3% above October 2023 and 13% above November 2022. Previous 12-month fuel flowage remained statistically the same at 7,887,394, 65% above our average month of October since 2010.
- ➔ 31 Customs clearances in November 2023, 7 fewer than October 2023 and 10 fewer than November 2022. Previous 12-month Customs clearances decreased by 10 to 517, 5 clearances above our average month of October since 2010.
- ➔ The number of noise comments totaled 38 for November. There were 4.75 comments per 1,000 operations with a 12-month total of 330.
- ➔ To date, 619 applications have been received for the Residential Sound Insulation Program (RSIP).
  - Noise Exposure Map was submitted to the FAA on 8/9/23. The Airport reached out to the FAA on a status update, we were told our regional office is going to make an official inquiry on the status.
- ➔ Phase 1:
  - The Airport has signed a contract with S&L Companies.

- Noise insulation is expected to begin February 2024.
- Noise testing is underway and expected to end December 19<sup>th</sup>.

➔ Communications Report

- Staff are collaborating with Serafin representatives on Q4 2023 and Q1 2024 communications plans.
- Website migration complete.

Director of Economic Development & Strategic Planning will be CEA's main contact with Serafin.

➔ Updates to construction projects include:

- Hawthorne Hangar 22 – Working on an open house/ribbon cutting date.
- Storm Water Master Plan – Pre-application meeting with MWRD complete. Finalizing detention & compensatory storage needs with planned infrastructure.
- Meeting with Sky Harbour on 12/15/23 to discuss logistics for their project at PWK.
- ALP Exhibit A – Finalizing document and submitting to the State and the FAA.
- East Quad Apron Expansion Project on track for Spring construction.

➔ Other projects include:

- The Airport will be publishing RFPs in February for janitorial, I.T. services and auditing services.
- Turning Yardi on officially and working in conjunction with Sage
- Office cleanup - Staff has schedule December 19<sup>th</sup> as our first cleaning standdown day.
- New FAA Program Manager Orlando Maldonado.

➔ Federal Affairs Update

- Continuing Resolution Expires December 31<sup>st</sup>.
  - The House passed H.R. 6503, a bill to extend aviation programs and excise taxes through March 8, 2024. The Senate is expected to follow suit later this week while lawmakers in that chamber continue to wrestle with the 1,500-hour training rule for commercial airline pilots and other contentious issues.
  - The latest stop gap measure moving through Congress this week will give lawmakers more time to figure out a path forward in the Senate and

hopefully complete action on comprehensive FAA reauthorization bill early next year.

➔ State Affairs Update

- Illinois Department of Aeronautics has requested Executive Director Jeff Miller & Director of Economic Development George Sakas join the:

**Illinois Advanced Air Mobility System Plan - Project Advisory Committee**

➔ Upcoming Meetings & Events

- CEA offices are closed on December 25 & 26 in Observance of Christmas.
- January 1 CEA Offices Closed for New Year's Day.
- The next Board of Directors meeting is on Wednesday, January 17<sup>th</sup>.
- January 17 CABAA/NBAA Ed Bolen Annual Event.

Board members had questions regarding several items in Mr. Miller's report.

- Director Lang asked if we could have the CABAA event at PWK. Director Miller responded that CABAA typically does not respond to his requests, but he will ask for a meeting in the future.
- Chairman Harris asked about O'Hare noise and how it might be impacting our noise complaints at Chicago Executive Airport? Chairman Harris further clarified his question to state that due to the O'Hare runway configuration changes what are we doing to educate the public? Executive Director Miller responded that the Airport utilizes tools like VirTower to pinpoint noise complaints to the commentors address and verify items like altitude and departure/arrival points for particular aircraft. We talk in general terms about the Chicago aviation airspace and reference other airports, if we see evidence the noise complaints are associated with that particular facility. We also provide contact information for noise comment information at other airports and the FAA.

**C) Board Member Comments**

- Director Saewert wanted to wish everyone happy holidays.
- Director Kearns wanted to wish everyone a happy holidays and pointed out the Operations and Maintenance teams stating with the warmer temperatures they might get to spend some time with their families rather than being on snow duty and further thanked them for everything they do.
- Director Lang wished everyone happy holidays and that it is a pleasure working with everyone.
- Director Berman wished everyone a happy holiday and a great 2024.

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

- Chairman Harris echoed the comments for happy holidays and thanked Krista Coltrin for her time at Chicago Executive Airport and wished her the best.

#### **VIII. New Business**

##### **A. Resolution 23-037 – A Resolution Authorizing the Payment of Claims**

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

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

##### **B. Resolution 23-038 – A Resolution to Approving Amended Section of the Chicago Executive Airport's Minimum Standards**

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

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

##### **C. Resolution 23-039 – A Resolution to Approving the Preliminary TIPs for FY 25-29**

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

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

#### **IX. Adjournment**

At 6:23 p.m. a motion was made by Director Berman and seconded by Director Kearns 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:



Bill Hellyer  
Secretary

### **Chairman Harris Statement for Airport Spotlight:**

After proudly serving the Chicago Executive Airport for 12 years, Hank Hermosillo will retire this month from the FAA servicing CEA. During this time demonstrating his impeccable talent and skills required for the job, and an integral part of CEA's top safety rating in the industry.

Prior to becoming an air traffic controller in 1999, he served in the Navy and later worked for the U.S. Postal Service. His time as an air traffic controller included work in Amarillo, TX, the Lake Front area of New Orleans, and Madison, Wisconsin, before joining the CEA in 2011.

Hank became known as one of the most trusted air traffic controllers among regular pilots who fly into CEA. He lived by the mantra "you're going to get home safe" as he entered work each day, which was demonstrated in his successful career.

As he's leaving CEA, he shares some of his favorite memories about the airport.

"Andrew, Norm and all the guys that worked here made our jobs fun," said Hank. "We had a really great rapport with each other, and it was fun any time I was interacting with them."

He also praised the award-winning snow removal team, calling them the best in the nation, citing how they tirelessly work through the Chicago winter to ensure safe environments for the planes.

Hank also mentioned he'll miss the incredible events hosted at the airport, including the Run the Runway and Rock the Runway.

"The CEA team is always professional, everything the airport does has been spectacular," Hank said. "When you get to do what you love, and I loved doing it, I'm going to miss the heck out of it."

Hank plans to stay local after retirement and explore other opportunities, including the possibility of becoming an instructor. He also shares some wisdom and advice for future air traffic controllers.

"Don't be afraid to take a chance, it's an opportunity of a lifetime," Hank said. "When a pilot is clearly disoriented or confused, and you hear it in their voice after they safely land how grateful they are that you kept them safe, that's worth it beyond words."