

JOINT WORKSHOP MEETING MINUTES
Wednesday, September 20, 2023

Chicago Executive Airport Board of Directors
City of Prospect Heights City Council
Village of Wheeling Board of Trustees

Hilton Chicago/Northbrook
2855 Milwaukee Avenue
Northbrook/Prospect Heights, IL 60062

I. Open Workshop

A. Call to order by CEA Chairman Harris

The meeting was called to order at 7:02 p.m.

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

C. Roll call confirmed the following:

Chicago Executive Airport: Recording Secretary Krista Coltrin took roll call. Directors Berman, Hellyer, Kearns, Kiefer, and Saewert were present. Director Lang was absent with prior notice.

City of Prospect Heights: Deputy Clerk Karen Schultheis took roll call. Mayor Ludvigsen, and Aldermen Anderson, Cameron, Dash, Dolick, and Morgan-Adams were present. Absent: none.

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

D. Welcome and Opening Remarks

Chicago Executive Airport Chairman Harris welcomed guests, officials, and residents. Chairman Harris stated that while the upcoming update from Executive Director Miller would include important data, it would also describe a team that cherishes its ability to make an impact on the communities while playing a vital role in our country's transportation infrastructure.

City of Prospect Heights Mayor Patrick Ludvigsen thanked the Airport Board of Directors and Executive Director Miller for bringing the three organizations together for a face-to-face meeting. He also recognized that the Rock the Runway event was a great way of bringing the communities together.

Village of Wheeling President Patrick Horcher recognized the importance of the new construction at the Airport. He also stated the importance of meeting face-to-face with the City of Prospect Heights and the Airport staff in building relationships.

E. Citizens Comments and Concerns

Jim Loerzel spoke as a resident of Prospect Heights and a tenant at the airport. He stated that it was nice to see representatives from all three organizations in one location as opposed to attending each organization's meetings individually. He spoke about the budget, primarily that the Airport is over budget on revenue and under budget on expenditures, meaning that there is an unallocated surplus. He requested that the elected officials consider using the millions of dollars in unallocated surplus funds to offset an increase in hangar rents for all tenants.

Steve Neff stated that he felt compelled to speak at his ninth consecutive Joint Workshop. He mentioned that the continued soundproofing as part of the Residential Sound Insulation Program is good news. Mr. Neff discussed the turbo prop aircraft departing the airport to Columbus, Ohio, during the night and asked that they use Runway 12/30 instead of Runway 16/34 when possible. He also suggested the installation of cameras to monitor incoming and outbound aircraft and the enforcement of landing fees to discourage the use of the Airport from transient aircraft. Mr. Neff stated that he does not feel the economic impact but more the environmental impact. The airport doesn't do much for his property values nor for his neighbors' property values. He mentioned that the scores of the schools in his neighborhood are subpar. He closed by saying he is looking forward to receiving new windows and he wished everyone good luck.

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

Jeff Miller reported on the following:

➔ Year in Review September 2023- August 2023:

- Total flight operations were 100,309 which is up 1.29% from the previous year, 99,019.
- Total fuel flowage was 8 million gallons which is down 4.76% from the previous year at 8.4 million.
- Total U.S. Customs operations totals are 521 which is up 2% from previous year, 492. Chicago Executive Airport is the busiest general aviation U.S. Customs & Border Protection facility in the region.
- The Airport currently has seven flight schools.
- Although the budget is healthy and funds are being added to the reserves, the Airport continues to look for sources of revenue. It receives funding through

grants from the FAA and infrastructure projects are expensive. No taxpayer dollars directly support the airport.

- We have received the Certificate of Achievement for Excellence in Financial Reporting for the Annual Comprehensive Financial Report for the Fiscal Year Ended April 30, 2022.

➔ Community

- Chicago Executive Airport and Illinois Aviation Economic Impact Analysis shows a 9.15% increase in economic impact over the previous year.
- Noise complaints for the rolling yearly total has decreased to 459. Operations per hour indicate that 97.7% of traffic takes place between 7:00 a.m. and 10:00 p.m. daily.
- The Residential Sound Insulation Program (RSIP)
 - 619 applications received to date.
 - \$2,000,000 has been spent on sound insulation to date.
 - Nine single-family homes received sound insulation treatments.
 - \$2,500,000 grant approved for 2023.
 - Phase 1 = 20 single-family homes designed.
 - Phase 1 construction bid has been awarded; anticipated construction late 2023/early 2024.
 - A new Noise Exposure Map has been submitted to the FAA for acceptance.
- Run 'n' Rock the Runway
 - Run the Runway on June 24, 2023, was a success with the most registrations to date: 654.
 - Rock the Runway was a success with music, food trucks and fireworks.
 - Videos were shown for both Run the Runway and Rock the Runway events. Next year's date is set for June 29, 2024.
- Community Outreach
 - Aviation Academy has expanded. There are now 40 students in the program, five days per week. Chicago Executive Airport continues to

coordinate with District 214 and Lewis University for job shadowing opportunities with businesses on the airfield.

- The Young Eagles program, Aviation Explorers, and Civil Air Patrol are active at Chicago Executive Airport, all offering introductory aviation programs for youth.
- Chicago Executive Airport donated an abandoned aircraft to District 214 for use in the Aviation Academy program.
- Five students participated in the 2023 Summer Internship Program, representing the University of North Dakota, Western Michigan University and Southern Illinois University.
- Two of Chicago Executive Airport's former interns have landed careers with General Mitchell International Airport and Fort Wayne International Airport and one former intern has been selected as a pilot in the U.S. Air Force.
- Chairman Harris and the Board of Directors continued the recognition program this year to highlight people that offer a significant contribution to aviation. Along with the certificate, a challenge coin was given.
- Staff and interns participated in several community events, including National Night Out, and Memorial Day and Independence Day parades.
- Executive Director Miller and a summer intern participated in an AviNation event in Chicago, which introduced Chicago youth to mentors in various aviation career paths.
- Signature Flight Support hosted Dream Flights, a program which honors veterans with a flight in a Stearman.
- Chicago Executive Airport distributed \$9,500 in scholarships this year.

➔ Projects

○ **Construction Projects**

- Airfield Lighting Project Phase 1 = \$2.5M
- East Quad Ramp Expansion Project (State) = \$1.04M
- Tie-Down relocation = \$2.4M
- Residential Sound Insulation Program = \$2.6M
- Northwest Quadrant Road Rehab (State) = \$180K
- Hawthorne Hangar 22 on Tower Road

- **Other Projects**

- Exhibit A Property Inventory = \$167K
- Environmental assessment = \$167K
- Master Drainage Study = \$450K
- Noise Exposure Map update = \$411K
- Hangar rent study
- Centennial anniversary
- Airfield Maintenance

- ➔ **Airport Partners**

- A new hangar is under construction by Hawthorne Global Aviation Services and is expected to be completed by the end of 2023.

- ➔ **Training**

- Aircraft Rescue and Fire Fighting training will take place October 8-10, 2023. This will be a joint exercise including the Prospect Heights Fire District, the Village of Wheeling Fire Department and Chicago Executive Airport staff.

G. Village Trustees and City Aldermen: Questions and Comments

- Councilwoman Morgan-Adams asked for the status on the closure of Runway 6/24. Executive Director Miller responded that the next step is the Environmental Assessment (EA), with which he anticipates a “finding of no significant impact” because the land has already been disturbed. He expects to have the EA by the end of the year.
- Trustee Papantos asked if the Airport has been reimbursed by the FAA for the Master Plan. Executive Director Miller said that money for some of the components has been reimbursed. However, he was unsure of the exact amount but could follow up with her.
- Trustee Papantos asked for the numbers of residences in both communities participating in the RSIP program Phase 1. Executive Director Miller confirmed with Penny Merritt that Phase 1 includes only single-family homes in Wheeling. Testing in the multi-family buildings in Prospect Heights has not met the required 30% threshold for units tested. She indicated that testing was planned for later in the year.
- Trustee Papantos asked when the next Noise Exposure Map would be completed and if the contour could reduce the number of homes eligible for the program. Executive Director Miller indicated that the new map just completed did reduce the number of homes eligible for the program. It’s typical for newer aircraft to be quieter.
- Trustee Papantos asked if Runway 12/30 will be widened. Executive Director Miller and Finance Director Jason Griffith indicated the runway is included in the 2027 TIPS

program. The type of aircraft Mr. Neff mentioned can use the runway as-is. The use of runways after the tower closes is up to the pilot's discretion.

- Mayor Ludvigsen asked about projects anticipated for the next five to seven years. Executive Director Miller noted the upcoming threat of a federal government shut down. He also suggested that development of Advanced Air Mobility and the "Archer" ideology of pilotless, electric air transport between Chicago Executive Airport and downtown Chicago could be anywhere from five to 40 years in the future. He indicated that development of the program is tiered by weather and climate. Southern locations such as Miami and Atlanta are Tier 1; Chicago is considered Tier 2.

H. Closing Comments from Chicago Executive Airport Chairman Court Harris, City of Prospect Heights Mayor Patrick Ludvigsen and Village of Wheeling President Patrick Horcher

President Horcher thanked everyone for attending and appreciated seeing the tangible data provided by Executive Director Miller.

Mayor Ludvigsen stated his appreciation for the opportunity to have a meeting which focused solely on the airport.

Chairman Harris had no closing comments.

II. Adjournment

A motion was made by City of Prospect Heights Alderman Morgan-Adams and seconded by Alderman Anderson to adjourn the meeting. City of Prospect Heights. The motion was approved by voice vote. Ayes: Mayor Ludvigsen, and Aldermen Anderson, Cameron, Dash, Dolick, and Morgan-Adams. Nays: None. Absent: None.

A motion was made by Village of Wheeling Trustee Papantos and seconded by Trustee Krueger to adjourn the meeting. The motion was approved by voice vote. Ayes: President Horcher, and Trustees Krueger and Papantos. Nays: None. Absent: Trustees Lang, Ruffatto, Vito, and Vogel.

A motion was made by Chicago Executive Airport Director Saewert and seconded by Director Kiefer to adjourn the meeting. The motion was approved by voice vote. Ayes: Directors Berman, Hellyer, Kiefer, and Saewert agreed. Nays: None. Absent: Director Lang.

The meeting adjourned at 7:45 p.m.

Respectfully submitted,



Bill Hellyer
Secretary