

CHICAGO EXECUTIVE AIRPORT LEGISLATIVE COVER MEMORANDUM

AGENDA ITEM NO(S): 23-011

DATE OF BOARD MEETING: April 19, 2023

TITLE OF ITEM SUBMITTED: Resolution 23-011 – A Resolution Authorizing the Payment of Claims

SUBMITTED BY: Jeffrey J. Miller A.A.E., ACE, Executive Director

BASIC DESCRIPTION OF ITEM¹: Check Register (The expenditures contained within are provided for in the current Airport Budget)

BUDGET²: N/A

BIDDING³:

EXHIBIT(S) ATTACHED: Check Register

RECOMMENDATION: To approve

SUBMITTED FOR BOARD CONSIDERATION: Jeffrey J. Miller A.A.E., ACE, Executive Director

¹ *The purpose of the proposed item and a description of same. If the issue is site specific a map must be attached to the memorandum.*

² *If applicable, provide all budgetary considerations as follows: is the item covered in the current budget; fund(s) the item is to be charged to; expenses per fund(s) and total cost; and necessary transfer(s) or supplemental appropriation(s).*

³ *If applicable, describe the bidding process and results for purchases and contracts. If applicable, state whether or not any particular city, state or federal program was considered*

RESOLUTION NO. 23-011

A RESOLUTION AUTHORIZING THE PAYMENT OF CLAIMS

WHEREAS, the Chicago Executive Airport Board of Directors is empowered by the Intergovernmental Agreement between the City of Prospect Heights and the Village of Wheeling to authorize agreements, purchases, expenditures, and contracts for items previously approved in the annual budget; and,

WHEREAS, in the operation of the Chicago Executive Airport the Board of Directors has incurred certain obligations for payment of debts legally incurred in accordance with the adopted budget; and,

WHEREAS, it is in the best interests of the Board of Directors to meet those obligations in a timely manner,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CHICAGO EXECUTIVE AIRPORT, that expenditures in the amount of \$567,605.61 on the attached Check Register dated April 14, 2023, are hereby approved.

Director _____ moved, seconded by Director _____ that Resolution No. 23-011 be adopted.

Director Berman _____

Director Kiefer _____

Director Hellyer _____

Director Lang _____

Director Kearns _____

Director Saewert _____

ADOPTED this 19th day of April 2023, by the Board of Directors of the Chicago Executive Airport.

D. Court Harris
Chairman

ATTEST:

Bill Hellyer
Secretary

**CHICAGO EXECUTIVE AIRPORT
LEGISLATIVE COVER MEMORANDUM**

AGENDA ITEM NO. 23-012

DATE OF BOARD MEETING: April 19, 2023

TITLE OF ITEM SUBMITTED:

A RESOLUTION APPROVING THE SALE OF SURPLUS PERSONAL PROPERTY

BASIC DESCRIPTION OF ITEM¹:

This resolution is to declare the following items as surplus. The vehicles have exceeded their life expectancy and have been or will be replaced through the vehicle reserve fund. Airport 15, a 2021 M-B Companies MB4 blower, was purchased and delivered to replace Airport 11. Staff kept Airport 11 for several winter seasons as a backup. However, the vehicle was not used as Airport 15 remained reliable. Airport 17 will be replaced with a 2023 M-B Companies MB3 snow broom which is expected in October of this year. Airport 17 will not be listed for auction until the new vehicle has been delivered. Additionally, the printer has outlived its technological usefulness.

- Airport 17 – 1997 Oshkosh Series 60 Snow Broom
- Airport 11 – 1990 Idaho Norland DF 4000
- HP Printer LaserJet P2055dn

BUDGET²: N/A

BIDDING³: N/A

EXHIBIT(S) ATTACHED: None

RECOMMENDATION: To approve

SUBMITTED FOR BOARD CONSIDERATION: Jeffrey J. Miller A.A.E., ACE, Executive Director

¹ The purpose of the proposed item and a description of same. If the issue is site specific a map must be attached to the memorandum.

² If applicable, provide all budgetary considerations as follows: is the item covered in the current budget; fund(s) the item is to be charged to; expenses per fund(s) and total cost; and necessary transfer(s) or supplemental appropriation(s).

³ If applicable, describe the bidding process and results for purchases and contracts. If applicable, state whether or not any particular city, state or federal program was considered

RESOLUTION NO. 23-012

A RESOLUTION APPROVING THE SALE OF SURPLUS PERSONAL PROPERTY

WHEREAS, it is no longer necessary, useful to, or in the best interest of the Chicago Executive Airport to retain ownership of the personal property hereinafter described; and,

WHEREAS, it has been determined by the Chairman and Board of Directors of the Chicago Executive Airport to sell or transfer said property through means that will be most beneficial to the Chicago Executive Airport; and,

WHEREAS, Pursuant to chapter 65, section 5/11-76-4 of the Illinois Compiled Statute regarding the sale of surplus personal property the Board finds that the following described personal property now owned by the Chicago Executive Airport is no longer necessary or useful to the Airport, and the best interests of the Airport would be best served by sale of the working items and disposal of those found to be non-working.

- Airport 17 – 1997 Oshkosh Series 60 Snow Broom
- Airport 11 – 1990 Idaho Norland DF 4000
- HP Printer LaserJet P2055dn

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CHICAGO EXECUTIVE AIRPORT, that the above-listed personal property is declared surplus and its sale or transfer by the Executive Director is hereby approved.

Director _____ moved, seconded by Director _____ that Resolution No. 23-012 be adopted.

Director Berman	_____	Director Kiefer	_____
Director Hellyer	_____	Director Lang	_____
Director Kearns	_____	Director Saewert	_____

ADOPTED this 19th day of April 2023 by the Board of Directors of Chicago Executive Airport.

D. Court Harris
Chairman

ATTEST:

Bill Hellyer
Secretary

**CHICAGO EXECUTIVE AIRPORT
LEGISLATIVE COVER MEMORANDUM**

AGENDA ITEM NO. 23-013

DATE OF BOARD MEETING: April 19, 2023

TITLE OF ITEM SUBMITTED:

**A RESOLUTION TO APPROVE THE FIRST AMENDMENT TO THE FIXED BASE
OPERATION NET GROUND LEASE AGREEMENT WITH SIGNATURE FLIGHT
SUPPORT, LLC FOR HANGAR 8**

SUBMITTED BY: Jeffrey J. Miller A.A.E., ACE, Executive Director

BASIC DESCRIPTION OF ITEM¹:

This resolution amends the net ground lease agreement with Signature Flight Support, LLC for what is commonly known as Hangar 8. Through the administration of this lease agreement from April 2020, the annual rent adjustment has proven administratively cumbersome for both parties. This resolution specifies monthly lease amount adjustments will be made every January 1st based on the immediately preceding November 30th Consumer Price Index. Except as modified in this amendment, all terms and conditions of the Lease remain unchanged and in full force and effect.

BUDGET²: N/A

BIDDING³: N/A

EXHIBIT(S) ATTACHED: First Amendment to the Hangar 8 Net Ground Lease Agreement.

RECOMMENDATION: To approve

SUBMITTED FOR BOARD CONSIDERATION: Jeffrey J. Miller A.A.E., ACE, Executive Director

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² If applicable, provide all budgetary considerations as follows: is the item covered in the current budget; fund(s) the item is to be charged to; expenses per fund(s) and total cost; and necessary transfer(s) or supplemental appropriation(s).

³ If applicable, describe the bidding process and results for purchases and contracts. If applicable, state whether or not any particular city, state or federal program was considered.

RESOLUTION NO. 23-013

A RESOLUTION TO APPROVE THE FIRST AMENDMENT TO THE FIXED BASE OPERATION NET GROUND LEASE AGREEMENT WITH SIGNATURE FLIGHT SUPPORT, LLC FOR HANGAR 8

WHEREAS, on April 15, 2020, Lessor and Lessee entered into a Fixed Base Operation Net Ground Lease Agreement for the property defined therein (Resolution 20-018), commonly known as Hangar 8; and,

WHEREAS, the Board has considered the proposed Net Ground Lease Amendment with Signature Flight Support, LLC relating to this facility; and

WHEREAS, the Board believes said Net Ground Lease Amendment to be in the best interest of CEA and that CEA should approve the same.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CHICAGO EXECUTIVE AIRPORT, that the First Amendment to the Net Ground Lease with Signature Flight Support, LLC relating to Hangar 8 is approved.

Director _____ moved, seconded by Director _____ that Resolution No. 23-013 be adopted.

Director Berman	_____	Director Kiefer	_____
Director Hellyer	_____	Director Lang	_____
Director Kearns	_____	Director Saewert	_____

ADOPTED this 19th day of April 2023 by the Board of Directors of Chicago Executive Airport.

D. Court Harris
Chairman

ATTEST:

Bill Hellyer
Secretary