

CHICAGO EXECUTIVE AIRPORT LEGISLATIVE COVER MEMORANDUM

AGENDA ITEM NO(S): 23-003

DATE OF BOARD MEETING: February 15, 2023

TITLE OF ITEM SUBMITTED: Resolution 23-003 – 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. 23-003

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 \$175,763.41 on the attached Check Register dated February 15, 2023, are hereby approved.

Director _____ moved, seconded by Director _____ that Resolution No. 23-003 be adopted.

Director Berman _____

Director Kiefer _____

Director Hellyer _____

Director Lang _____

Director Kearns _____

Director Saewert _____

ADOPTED this 15th day of February 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. 23-004

DATE OF BOARD MEETING: February 15, 2023

TITLE OF ITEM SUBMITTED:

**A RESOLUTION APPROVING THE PROGRAM LETTER FOR PWK-4921 NOISE
EXPOSURE MAP (NEM) UPDATE FOR SOUND PROOFING**

SUBMITTED BY: Jeffrey J. Miller, Executive Director

BASIC DESCRIPTION OF ITEM¹: This resolution is for the Board of Directors to approve the Illinois Department of Transportation program letter for PWK-4921 Noise Exposure Map (NEM) Update for Sound proofing. The total project cost is estimated at \$411,112.00.

BUDGET²: Not applicable.

BIDDING³: Not applicable.

EXHIBIT(S) ATTACHED: Illinois Department of Transportation Program Letter.

RECOMMENDATION: To approve

SUBMITTED FOR BOARD CONSIDERATION: Jeffrey J. Miller, 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. 23-004

A RESOLUTION THE PROGRAM LETTER FOR PWK-4921 NOISE EXPOSURE MAP (NEM) UPDATE FOR SOUND PROOFING

WHEREAS, the Illinois Department of Transportation’s Airport Improvement Program provides funding for projects to ensure the continuation of safe and efficient operations; and,

WHEREAS, the PWK-4921 Noise Exposure Map (NEM) Update for Sound proofing project has been requested in the State of Illinois Transportation Improvement Program; and,

WHEREAS, the Illinois Department of Transportation has issued a program letter for PWK-4921 Noise Exposure Map (NEM) Update for Sound proofing for an updated noise exposure map;

WHEREAS, the total project cost of \$411,112.00 will be funded as follows:

Federal AIP Funds	\$370,000.00
State Match	\$20,566.00
Local Match	\$20,566.00; and,

WHEREAS, the Executive Director is authorized to execute future documents relating to PWK-4921 Noise Exposure Map (NEM) Update for Sound proofing project provided costs remain within 25% of the total project cost.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CHICAGO EXECUTIVE AIRPORT, approve the program letter for the PWK-4921 Noise Exposure Map (NEM) Update for Sound proofing project.

Director _____ moved, seconded by Director _____ that Resolution No. 23-004 be adopted.

Director Berman _____

Director Kiefer _____

Director Hellyer _____

Director Lang _____

Director Kearns _____

Director Saewert _____

ADOPTED this 15th day of February 2023, by the Chairman and Board of Directors of the Chicago Executive Airport.

D. Court Harris
Chairman

ATTEST:

Bill Hellyer
Secretary

RESOLUTION NO. 23-005

**A RESOLUTION TO APPROVE SALARY INCREASE OF
JEFFREY MILLER, EXECUTIVE DIRECTOR
OF CHICAGO EXECUTIVE AIRPORT**

WHEREAS, on October 20, 2021, Chicago Executive Airport entered into an employment agreement with its current Executive Director, Jeffrey J. Miller, to be effective November 1, 2021.

WHEREAS, recently the Board of Directors performed its annual review of the Executive Director's performance during the year November 1, 2021 through October 31, 2022.

WHEREAS, the Board of Directors has determined it appropriate and in the best interest of Chicago Executive Airport to award the Executive Director a 5% salary increase retroactive to November 1, 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CHICAGO EXECUTIVE AIRPORT, that the Executive Director, Jeffrey J. Miller, is hereby awarded a 5% increase in his annual salary retroactive to November 1, 2022.

Director _____ moved, seconded by Director _____
that Resolution No. 23-005 be adopted.

Director Berman _____ Director Kiefer _____

Director Hellyer _____ Director Lang _____

Director Kearns _____ Director Saewert _____

ADOPTED this 15th day of February, 2023, by the Chairman and Board of Directors of the Chicago Executive Airport.

D. Court Harris
Chairman

ATTEST:

Bill Hellyer
Secretary