

# CHICAGO EXECUTIVE AIRPORT LEGISLATIVE COVER MEMORANDUM

AGENDA ITEM NO(S): 23-037

**DATE OF BOARD MEETING:** December 13, 2023

**TITLE OF ITEM SUBMITTED:** Resolution 23-037– A Resolution Authorizing the Payment of Claims

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

**BASIC DESCRIPTION OF ITEM<sup>1</sup>:** Check Register (The expenditures contained within are provided for in the current Airport Budget)

**BUDGET<sup>2</sup>:** N/A

**BIDDING<sup>3</sup>:**

**EXHIBIT(S) ATTACHED:** Check Register

**RECOMMENDATION:** To approve

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

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<sup>1</sup> 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.

<sup>2</sup> 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).

<sup>3</sup> 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. 23-037**

**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 \$347,329.21 on the attached Check Register dated December 8, 2023, are hereby approved.

Director \_\_\_\_\_ moved, seconded by Director \_\_\_\_\_ that Resolution No. 23-037 be adopted.

Director Berman \_\_\_\_\_

Director Kiefer \_\_\_\_\_

Director Hellyer \_\_\_\_\_

Director Lang \_\_\_\_\_

Director Kearns \_\_\_\_\_

Director Saewert \_\_\_\_\_

**ADOPTED** this 13th day of December 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. 23-038**

**DATE OF BOARD MEETING:** December 13, 2023

**TITLE OF ITEM SUBMITTED:**

**A RESOLUTION APPROVING AMENDED SECTION 9.1.1 OF CHICAGO  
EXECUTIVE AIRPORT'S MINIMUM STANDARDS**

**SUBMITTED BY:** Jeffrey J. Miller, Executive Director

**BASIC DESCRIPTION OF ITEM:** Chicago Executive Airport recently entered into a Net Ground Lease with PWK Hangars LLC which allows PWK Hangar LLC to sell aviation fuel to its Airport based tenants. While CEA believes this is allowed under the current Minimum Standards, the Amendment clarifies that the sale of fuel by a specialized commercial aeronautical operator is allowed under the Minimum Standards.

**BUDGET:** Upon completion of both phases, PWK Hangars LLC will be paying CEA rent totaling \$1,148,693.70 plus generating other fees.

**BIDDING:** Not applicable.

**EXHIBIT(S) ATTACHED:** Proposed Amended Section 9.1.1 of Chicago Executive Airport's Minimum Standards.

**RECOMMENDATION:** To approve the Amended Section 9.1.1 of the Minimum Standards substantially in the form attached hereto.

**SUBMITTED FOR BOARD CONSIDERATION:** Jeffrey J. Miller, Executive Director

**RESOLUTION NO. 23-038**

**A RESOLUTION APPROVING THE AMENDED SECTION 9.1.1 OF CHICAGO EXECUTIVE AIRPORT’S MINIMUM STANDARDS**

**WHEREAS**, Chicago Executive Airport (“CEA”) and PWK Hangars LLC (“PWK Hangars”) recently entered into a Net Ground Lease Agreement for approximately 25 acres on the east side of the Airport for the development of approximately 15 individual hangars for private aircraft; and

**WHEREAS**, the Net Ground Lease Agreement allows PWK Hangars to sell aviation fuel to its Airport based tenants; and

**WHEREAS**, the Minimum Standards provide: “Aeronautical Activities may be proposed that do not fall within the categories designated herein. In any such cases, appropriate minimum standards shall be developed on a case-by-case basis for such Activities and incorporated into the Operator’s Agreement.”

**WHEREAS**, for clarification purposes, CEA believes it is in the best interest of CEA and its tenants to amend the Minimum Standards; and

**WHEREAS**, CEA Board of Directors have reviewed the proposed Amended Minimum Standard 9.1.1 and considers it to be in the best interest of the Airport.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CHICAGO EXECUTIVE AIRPORT**, that the Amended Section 9.1.1 of the Minimum Standards is hereby approved in the form as attached hereto.

Director \_\_\_\_\_ moved, seconded by Director \_\_\_\_\_ that Resolution No. 23-038 be adopted.

Director Berman \_\_\_\_\_ Director Kiefer \_\_\_\_\_

Director Hellyer \_\_\_\_\_ Director Lang \_\_\_\_\_

Director Kearns \_\_\_\_\_ Director Saewert \_\_\_\_\_

**ADOPTED** this 13th day of December, 2023 by the Chairman and 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. 23-039

**DATE OF BOARD MEETING:** December 13, 2023

**TITLE OF ITEM SUBMITTED:**

## A RESOLUTION TO APPROVE THE PRELIMINARY TIPS FY 2024-2029 PROGRAM FOR CHICAGO EXECUTIVE AIRPORT

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

**BASIC DESCRIPTION OF ITEM:** This is our annual grant requests for both State and Federal funded projects. The Airport has put together the attached funding request for the next five years. We have reviewed the document with the Division of Aeronautics at a meeting in late October. These listed projects are subject to available funds.

**BUDGET<sup>1</sup>:** N/A

**BIDDING<sup>2</sup>:** N/A

**EXHIBIT(S) ATTACHED:** Illinois Department of Transportation, Division of Aeronautics  
Transportation Improvement Program (TIPs): Airports FY 2024 - 2029

**RECOMMENDATION:** To approve

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

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<sup>1</sup> *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).*

<sup>2</sup> *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. 23-039**

**A RESOLUTION TO APPROVE THE PRELIMINARY TIPS FY 2024-2029 PROGRAM FOR CHICAGO EXECUTIVE AIRPORT**

**WHEREAS**, the Chicago Executive Airport Board of Directors have prepared the attached Transportation Improvement Program (TIP's) for Chicago Executive Airport; and,

**WHEREAS**, the said Program is to be funded through the Federal Aviation Administration, Airport Improvement Program as administered through the Illinois State Block Grant Program; and,

**WHEREAS**, Federal Aviation Administration and Illinois Department of Transportation Division of Aeronautics schedule a Transportation Improvement Program (TIP's) presentation each fall to receive project requests from airports and facilitate the programming of federal and state funds that are made available; and,

**WHEREAS**, the Chicago Executive Board of Directors has reviewed the attached information and has found it to be in the proper form and the information to be correct.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CHICAGO EXECUTIVE AIRPORT**, the attached preliminary TIPS Program for FY 2024 - 2029 for Chicago Executive Airport is hereby approved.

Director \_\_\_\_\_ moved, seconded by Director \_\_\_\_\_ that Resolution No. 23-039 be adopted.

Director Berman \_\_\_\_\_

Director Kiefer \_\_\_\_\_

Director Hellyer \_\_\_\_\_

Director Lang \_\_\_\_\_

Director Kearns \_\_\_\_\_

Director Saewert \_\_\_\_\_

**ADOPTED** this 13th day of December 2023, by the Board of Directors of the Chicago Executive Airport.

\_\_\_\_\_  
D. Court Harris  
Chairman

**ATTEST:**

\_\_\_\_\_  
Bill Hellyer  
Secretary