CHICAGO EXECUTIVE AIRPORT
LEGISLATIVE COVER MEMORANDUM

AGENDA ITEM NO(S): 25-034

DATE OF BOARD MEETING: October 8, 2025

TITLE OF ITEM SUBMITTED: Resolution 25-034 – A Resolution Authorizing the Payment of Claims

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

BASIC DESCRIPTION OF ITEM[1]: Check Register (The expenditures contained within are provided for in the current Airport Budget)

BUDGET[2]: N/A

BIDDING[3]:

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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[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. 25-034

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 $1,192,516.01 on the attached Check Register dated October 3, 2025, are hereby approved.

Director ____________________ moved, seconded by Director ___________________ that Resolution No. 25-034 be adopted.

Director Berman	_____________________	Director Dolick	_________________
Director Hellyer	_____________________	Director Lang	_________________
Director Kearns	_____________________	Director Saewert	_________________

ADOPTED this 8th day of October 2025, by the Board of Directors of the Chicago Executive Airport.

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James J. Dunne
Chairman

ATTEST:

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Steve Berman
Secretary

CHICAGO EXECUTIVE AIRPORT
LEGISLATIVE COVER MEMORANDUM

AGENDA ITEM NO. 25-035

DATE OF BOARD MEETING: October 8, 2025

TITLE OF ITEM SUBMITTED:

A RESOLUTION APPROVING A LEASE AGREEMENT BETWEEN CHICAGO EXECUTIVE AIRPORT AND HELICOPTERS INC. FOR HANGAR 11

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

DESCRIPTION OF ITEM[1]: Proposed is a lease agreement with Helicopters Inc. for Hangar 11 commencing November 1, 2025. The term is one year with two optional annual renewals. The initial monthly remuneration is $7,600 with specified upward adjustments for each of the renewals.

BUDGET[2]: N/A

BIDDING[3]: N/A

EXHIBIT(S) ATTACHED: Lease Agreement with Helicopters Inc.

RECOMMENDATION: To review and approve execution of the Lease Agreement.

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. 25-035

A RESOLUTION APPROVING A LEASE AGREEMENT BETWEEN CHICAGO EXECUTIVE AIRPORT AND HELICOPTERS INC. FOR HANGAR 11

WHEREAS, Helicopters Inc. needs hangar space for its tenant aircraft; and,

WHEREAS, Helicopters Inc. would like to lease the hangar located at 1111 S. Wolf Rd., Prospect Heights, IL, commonly known as Hangar 11, owned by Chicago Executive Airport; and,

WHEREAS, the Chicago Executive Airport Board of Directors have reviewed the attached Lease Agreement and considers its execution 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 attached Lease Agreement with Helicopters Inc. is hereby approved substantially in the form as attached hereto.

Director ____________________ moved, seconded by Director ___________________ that Resolution No. 25-035 be adopted.

Director Berman ____________________ Director Dolick ________________

Director Hellyer ____________________ Director Lang ________________

Director Kearns ____________________ Director Saewert ________________

ADOPTED this 8th day of October 2025, by the Board of Directors of the Chicago Executive Airport.

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James J. Dunne
Chairman

ATTEST:

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Steve Berman
Secretary

CHICAGO EXECUTIVE AIRPORT
LEGISLATIVE COVER MEMORANDUM

AGENDA ITEM #: 25-036

DATE OF BOARD MEETING: October 8, 2025

TITLE OF ITEM SUBMITTED: Jeffrey J. Miller A.A.E., ACE, Executive Director

A RESOLUTION ACCEPTING THE ANNUAL COMPREHENSIVE FINANCIAL REPORT OF CHICAGO EXECUTIVE AIRPORT FOR THE FISCAL YEARS ENDED APRIL 30, 2025, 2024, AND 2023

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

BASIC DESCRIPTION OF ITEM[1]: Illinois Compiled Statutes requires Chicago Executive Airport to be subject to an annual financial audit. The enclosed Annual Comprehensive Financial Report for the Fiscal Years Ended April 30, 2025, 2024, and 2023, meets that purpose.

BUDGET[2]: N/A

BIDDING[3]: N/A

EXHIBIT(S) ATTACHED: FY25/24/23 Audit Report

RECOMMENDATION: To accept

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

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[3] *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.*

[3] *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 any particular city, state or federal program was considered*

RESOLUTION 25-036

A RESOLUTION ACCEPTING THE ANNUAL COMPREHENSIVE FINANCIAL REPORT OF CHICAGO EXECUTIVE AIRPORT FOR THE FISCAL YEARS ENDED APRIL 30, 2025, 2024, AND 2023

WHEREAS, the Chicago Executive Airport is required to have an annual audit performed of its financial statements by a certified accounting firm; and,

WHEREAS, the Board of Directors has received the annual audit (Annual Comprehensive Financial Report) for the Fiscal Years Ended April 30, 2025, 2024, and 2023; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CHICAGO EXECUTIVE AIRPORT, that the Annual Comprehensive Financial Report for FY25/24/23 audit report be accepted.

Director ______________________ moved, seconded by Director ____________________ that Resolution No. 25-036 be adopted.

Director Berman	_____________________	Director Dolick	____________________
Director Hellyer	_____________________	Director Lang	____________________
Director Kearns	_____________________	Director Saewert	____________________

ADOPTED this 8th day of October 2025, by the Board of Directors of the Chicago Executive Airport.

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James J. Dunne
Chairman

ATTEST:

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Steve Berman
Secretary