

CHICAGO EXECUTIVE AIRPORT LEGISLATIVE COVER MEMORANDUM

AGENDA ITEM NO(S): 25-041

DATE OF BOARD MEETING: December 17, 2025

TITLE OF ITEM SUBMITTED: Resolution 25-041 – 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. 25-041

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 \$896,830.09 on the attached Check Register dated December 12, 2025, are hereby approved.

Director _____ moved, seconded by Director _____ that Resolution No. 25-041 be adopted.

Director Berman _____

Director Dolick _____

Director Hellyer _____

Director Lang _____

Director Kearns _____

Director Saewert _____

ADOPTED this 17th day of December 2025, by the Board of Directors of the Chicago Executive Airport.

James J. Dunne
Chairman

ATTEST:

Steve Berman
Secretary

**CHICAGO EXECUTIVE AIRPORT
LEGISLATIVE COVER MEMORANDUM**

AGENDA ITEM NO. 25-042

DATE OF BOARD MEETING: December 17th, 2025

TITLE OF ITEM SUBMITTED: Resolution 25-042 – A Resolution Approving an Insurance Policy renewal for the Airport’s EMAS Systems

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

BASIC DESCRIPTION OF ITEM: J. Krug & Associates, Inc., the Airport’s broker of record, has secured a renewal proposal for the Airport’s EMAS insurance coverage through Hanover Insurance Company. The Hanover proposal is a short-term policy from January 17, 2026, to December 1, 2026, to realign the EMAS insurance with the other Airport insurance policies. There is no premium increase in the proposal, but the premium amount is less because it is a short-term policy. Staff has reviewed the renewal proposal and has found it to be reasonable and in the best interests of the Airport. Staff has further determined that the renewal coverage premiums are within the approved FY26 budget amount for insurance.

BUDGET¹: Sufficient funds are available in the current budget to pay the insurance premium.

BIDDING²: N/A

EXHIBIT(S) ATTACHED: J. Krug & Associates, Inc. Insurance Renewal Proposal for coverage through Hanover Insurance Companies beginning January 17, 2026, and ending December 1, 2026

RECOMMENDATION: To approve

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

¹ *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).*

² *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. 25-042

A RESOLUTION APPROVING AN INSURANCE POLICY RENEAL FOR THE AIRPORT'S EMAS SYSTYEMS

WHEREAS, the Chicago Executive Airport EMAS systems insurance expires on January 16, 2026; and,

WHEREAS, the attached summary of described coverage and premiums provided by J. Krug & Associates, Inc for a short-term renewal of the Airport's EMAS Insurance Policy by Hanover Insurance Company have been reviewed by Staff and have been found to be reasonable and in the best interests of the Airport; and,

WHEREAS, the Chicago Executive Airport staff has further determined that the renewal coverage premiums are within the approved FY26 budget amount for insurance,

NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND BOARD OF DIRECTORS OF CHICAGO EXECUTIVE AIRPORT, that for the short term EMAS policy beginning January 17, 2026, and ending on December 1, 2026, the described summary of coverage and premiums with a total expense of \$79,195.00, is hereby approved.

Director _____ moved, seconded by Director _____ that Resolution No. 25-042 be adopted.

Director Berman	_____	Director Dolick	_____
Director Hellyer	_____	Director Lang	_____
Director Kearns	_____	Director Saewert	_____

ADOPTED this 17th day of December 2025, by the Board of Directors of the Chicago Executive Airport.

James J. Dunne
Chairman

ATTEST:

Steve Berman
Secretary

**CHICAGO EXECUTIVE AIRPORT
LEGISLATIVE COVER MEMORANDUM**

AGENDA ITEM NO. 25-043

DATE OF BOARD MEETING: December 17, 2025

TITLE OF ITEM SUBMITTED:

**A RESOLUTION TO APPROVE THE SECOND AMENDMENT TO THE FIXED BASE
OPERATION NET GROUND LEASE AGREEMENT WITH TRAJEN FLIGHT SUPPORT,
L.P., d/b/a ATLANTIC AVIATION**

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

BASIC DESCRIPTION OF ITEM¹:

This resolution amends the net ground lease agreement with Atlantic Aviation for parking lots adjoining Hangars 40 and 41. The parking lot for Hangar 40 was not leased originally to reserve parking for the adjoining undeveloped property if it was built by a different party. The parking lot for Hangar 41 was not leased partially to accommodate the Customs and Border Protection office in the hangar office area. Because Atlantic is the lessee of both hangars and sole user of these parking spaces, we recently notified Atlantic that they must lease the property to retain sole use of the parking spaces. Atlantic agreed and we negotiated this lease amendment. Except as modified in this amendment, all terms and conditions of the Lease remain unchanged and in full force and effect.

BUDGET²: The initial annual rent revenue will be \$25,220.35

BIDDING³: N/A

EXHIBIT(S) ATTACHED: A Resolution to Approve the Second Amendment to the FBO Net Ground Lease Agreement with Trajen Flight Support LP d/b/a Atlantic Aviation.

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. 25-043

A RESOLUTION TO APPROVE THE SECOND AMENDMENT TO THE FIXED BASE OPERATION NET GROUND LEASE AGREEMENT WITH TRAJEN FLIGHT SUPPORT, L.P., d/b/a ATLANTIC AVIATION

WHEREAS, on May 1, 2020, Lessor and Lessee entered into a Fixed Base Operation Net Ground Lease Agreement for the contiguous properties commonly known as Hangars 40, 41, 42, and 43 (and as more fully set forth in the Lease) referred to as the (“Premises”); and

WHEREAS, Lessor and Lessee later entered into a First Amendment to lease additional space from Lessor for Lessee’s fuel farm activities; and

WHEREAS, Lessor and Lessee now desire to amend the Lease to incorporate additional space to the Premises to include the parking lot area surrounding Hangar 41, which parking area shall serve both Hangar 40 and Hangar 41; and

WHEREAS, the Board has considered the proposed Net Ground Lease Amendment with Trajen Flight Support LP d/b/a Atlantic Aviation; and

WHEREAS, the Board believes said Net Ground Lease Second 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 Amendment with Trajen Flight Support LP d/b/a Atlantic Aviation is approved.

Director _____ moved, seconded by Director _____ that Resolution No. 25-043 be adopted.

Director Berman _____

Director Dolick _____

Director Hellyer _____

Director Lang _____

Director Kearns _____

Director Saewert _____

Jamie Dunne, Chairman

ATTEST:

Steve Berman, Secretary

ADOPTED this 17th day of December 2025 by the Board of Directors of Chicago Executive Airport.

**CHICAGO EXECUTIVE AIRPORT
LEGISLATIVE COVER MEMORANDUM**

AGENDA ITEM NO. 25-044

DATE OF BOARD MEETING: December 17, 2025

TITLE OF ITEM SUBMITTED:

**A RESOLUTION TO APPROVE THE PRELIMINARY TIPS FY 2027-2031 PROGRAM
FOR CHICAGO EXECUTIVE AIRPORT**

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

BASIC DESCRIPTION OF ITEM¹: This is Chicago Executive Airport annual grants request for both State and Federally funded projects. The Airport has put together the attached funding request for the next five years. These listed projects are subject to available funds.

BUDGET²: N/A

BIDDING³: N/A

EXHIBIT(S) ATTACHED: Illinois Department of Transportation, Division of Aeronautics Transportation Improvement Program (TIPs): Airports FY 2027 - 2031

RECOMMENDATION: To approve

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

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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. 25-044

**A RESOLUTION TO APPROVE THE PRELIMINARY TIPS FY 2025-2030 PROGRAM
FOR CHICAGO EXECUTIVE AIRPORT**

WHEREAS, the Chicago Executive Airport Board of Directors have prepared the attached Transportation Improvement Program (TIPs) 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 2027 - 2031 for Chicago Executive Airport is hereby approved.

Director _____ moved, seconded by Director _____ that Resolution No. 25-044 be adopted.

Director Berman _____ Director Dolick _____

Director Hellyer _____ Director Lang _____

Director Kearns _____ Director Saewert _____

ADOPTED this 17th day of December 2025, by the Board of Directors of the Chicago Executive Airport.

James J. Dunne
Chairman

ATTEST:

Steve Berman
Secretary