

CHICAGO EXECUTIVE AIRPORT LEGISLATIVE COVER MEMORANDUM

AGENDA ITEM NO(S): 26-001

DATE OF BOARD MEETING: January 21, 2026

TITLE OF ITEM SUBMITTED: Resolution 26-001 – 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. 26-001

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 \$840,434.93 on the attached Check Register dated January 16, 2026, are hereby approved.

Director _____ moved, seconded by Director _____ that Resolution No. 26-001 be adopted.

Director Berman _____

Director Dolick _____

Director Hellyer _____

Director Lang _____

Director Kearns _____

Director Saewert _____

ADOPTED this 21st day of January 2026, 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. 26-002

DATE OF BOARD MEETING: **January 21, 2026**

TITLE OF ITEM SUBMITTED:

**A RESOLUTION TO APPROVE AGREEMENT WITH WIGHT & COMPANY TO
PROVIDE CONSULTING AND ARCHITECTURAL SERVICES IN CONNECTION
WITH THE DEVELOPMENT OF PLANS FOR THE NEW ADMINISTRATION
BUILDING IN AN AMOUNT NOT TO EXCEED \$100,000.00**

SUBMITTED BY: Jeffrey J. Miller, Executive Director

BASIC DESCRIPTION OF ITEM: CEA is undergoing a process to examine the alternatives available for the design of a new administration building. Under the proposed agreement with Wight & Company, which is in the form of AIA Document B121-218, and Wight & Company will participate in meetings with staff and the Board to develop a conceptual plan for the new administration building. Services will be provided on an hourly basis and the Agreement is for an amount not to exceed one hundred thousand dollars (\$100,000.00) for the planning process.

BUDGET: Sufficient funds exist in the budget to cover the cost associated with the Agreement.

BIDDING: Not applicable.

EXHIBIT(S) ATTACHED: B121-218 Standard Form of Master Agreement between Owner and Architect.

RECOMMENDATION: To approve Agreement with Wight & Company for consulting and architectural services.

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

RESOLUTION NO. 26-002

**A RESOLUTION APPROVING AGREEMENT WITH WIGHT & COMPANY TO
PROVIDE CONSULTING AND ARCHITECTURAL SERVICES IN CONNECTION
WITH THE DEVELOPMENT OF PLANS FOR THE NEW ADMINISTRATION
BUILDING IN AN AMOUNT NOT TO EXCEED \$100,000.00**

WHEREAS, CEA is beginning a process of examining and designing a new administration building; and

WHEREAS, the assistance of Wight & Company, which was selected after a request for qualifications and interview process, will provide valuable assistance in that process; and

WHEREAS, subject to the terms and conditions stated in the Agreement, the Board believes that entering into the Agreement is in the best interests of CEA.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CHICAGO EXECUTIVE AIRPORT, that the attached Agreement for Architectural Services with Wight & Company is hereby approved substantially in the form attached hereto.

Director _____ moved, seconded by Director _____
that Resolution No. 26-002 be adopted.

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

ADOPTED this 21st day of January, 2026 by the Chairman and Board of Directors of the Chicago Executive Airport.

Jamie J. Dunne
Chairman

ATTEST:

Steve Berman
Secretary