

# CHICAGO EXECUTIVE AIRPORT LEGISLATIVE COVER MEMORANDUM

AGENDA ITEM NO(S): 26-007

**DATE OF BOARD MEETING:** April 15, 2026

**TITLE OF ITEM SUBMITTED:** Resolution 26-007 – 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. 26-007**

**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 \$268,410.36 on the attached Check Register dated April 10, 2026, are hereby approved.

Director \_\_\_\_\_ moved, seconded by Director \_\_\_\_\_ that Resolution No. 26-007 be adopted.

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

Director Dolick \_\_\_\_\_

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

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

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

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

**ADOPTED** this 15th day of April 2026, by the Board of Directors of the Chicago Executive Airport.

\_\_\_\_\_  
James J. Dunne  
Chairman

**ATTEST:**

\_\_\_\_\_  
Scott Saewert  
Secretary

# CHICAGO EXECUTIVE AIRPORT LEGISLATIVE COVER MEMORANDUM

AGENDA ITEM NO. 26-008

**DATE OF BOARD MEETING:** April 15, 2026

**TITLE OF ITEM SUBMITTED:**

**A RESOLUTION APPROVING RATES, CHARGES, AND FEE SCHEDULES FOR CHICAGO EXECUTIVE AIRPORT**

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

**BASIC DESCRIPTION OF ITEM<sup>1</sup>:** Per the IGA section 4.G. item #20, the Airport Board of Directors sets the airport's rates and charges. The attached schedule sets those rates and charges and shall be applied at the beginning of the Fiscal Year 2027 budget.

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

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

**EXHIBIT(S) ATTACHED:** **Chicago** Executive Airport Rates and Charges Effective May 1, 2026

**RECOMMENDATION:** To approve

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

<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. 26-008**

**A RESOLUTION APPROVING RATES, CHARGES, AND FEE SCHEDULES FOR CHICAGO EXECUTIVE AIRPORT**

**WHEREAS**, per the Intergovernmental Agreement (IGA) section 4.G. No. 20, the Airport Board of Directors has the authority to set airport Rates and Charges; and,

**WHEREAS**, the expenses of operating the Airport have increased since the last rate increase; and,

**WHEREAS**, the Airport Board of Directors deems it appropriate to increase certain Rates and Charges in order to help offset the increased expenses of operations and maintain the financial health of the Airport; and,

**WHEREAS**, the Airport Board of Directors has reviewed the attached Rates and Charges Schedule and deem it in the best interest of the Airport to approve the same.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CHICAGO EXECUTIVE AIRPORT**, that the attached Rates and Charges Schedule is hereby approved and is effective at the beginning of the FY2027 Budget year starting May 1, 2026.

Director \_\_\_\_\_ moved, seconded by Director \_\_\_\_\_ that Resolution No. 26-008 be adopted.

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

Director Dolick \_\_\_\_\_

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

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

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

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

**ADOPTED** this 15<sup>th</sup> day of April 2026, by the Chairman and Board of Directors of Chicago Executive Airport.

\_\_\_\_\_  
James J Dunne  
Chairman

**ATTEST:**

\_\_\_\_\_  
Scott Saewert  
Secretary

**CHICAGO EXECUTIVE AIRPORT  
LEGISLATIVE COVER MEMORANDUM**

**AGENDA ITEM NO. 26-009**

**DATE OF BOARD MEETING:** April 15, 2026

**TITLE OF ITEM SUBMITTED:**

**A RESOLUTION TO AWARD A CONTRACT TO MILIEU LANDSCAPING FOR  
GROUNDS MAINTENANCE SERVICES AT CHICAGO EXECUTIVE AIRPORT**

**BASIC DESCRIPTION OF ITEM<sup>1</sup>:**

This resolution authorizes the award of a contract to Milieu Landscaping for grounds maintenance services at Chicago Executive Airport. Milieu Landscaping, the Airport's previous landscaping contractor under the 2021 RFP, submitted a proposal through the recent competitive procurement process and was the lowest cost of the five responsive proposals received.

Due to the timing on the upcoming summer landscaping season, the Executive Director is requesting authority to negotiate and sign a new contract with Milieu Landscaping for grounds maintenance services for a two year initial term, with extension options for 3 additional one year renewals and for a sum not to exceed \$29,000 per year, all in accordance with the terms of the bid and response by Milieu Landscaping, and further subject to approval by counsel to Chicago Executive Airport.

Milieu Landscaping currently provides services to the Village of Wheeling and other local municipal agencies and has demonstrated familiarity with the Airport's operational needs. Based on prior performance, responsiveness to feedback, and overall qualifications, Milieu Landscaping is determined to be a responsible and acceptable vendor to meet the Airport's landscaping service requirements.

**BUDGET<sup>2</sup>:** Sufficient funds are available within the current budget.

**BIDDING<sup>3</sup>:** RFP Daily Herald

**EXHIBIT(S) ATTACHED:** Bid spreadsheet and Milieu bid proposal.

**RECOMMENDATION:** To approve

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

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<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. 26-009**

**A RESOLUTION TO AWARD A CONTRACT TO MILIEU LANDSCAPING FOR GROUNDS MAINTENANCE SERVICES AT CHICAGO EXECUTIVE AIRPORT**

**WHEREAS**, Chicago Executive Airport contracts for maintenance landscape services of the perimeter of the Airport; and

**WHEREAS**, the Gateway Sign on Milwaukee Avenue has landscaping which requires professional maintenance; and,

**WHEREAS**, a Request for Proposals notice was advertised in the Daily Herald and the bid document was email directly to seven contractors; and,

**WHEREAS**, Milieu Landscaping submitted the lowest responsible bid amongst the five contractors that submitted bids; and

**WHEREAS**, Chicago Executive Airport's approved Annual Budget FY 2026 has sufficient funds available for said service contract.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CHICAGO EXECUTIVE AIRPORT**, that the grounds maintenance services contract is awarded to Milieu Landscaping and is hereby approved, and the Executive Director is hereby authorized to execute said contract and make subsequent payments.

Director \_\_\_\_\_ moved, seconded by Director \_\_\_\_\_ that Resolution No. 26-009 be adopted.

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

Director Dolick \_\_\_\_\_

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

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

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

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

**ADOPTED** this 15th day of April 2021 by the Board of Directors of Chicago Executive Airport.

\_\_\_\_\_  
James J. Dunne  
Chairman

**ATTEST:**

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Scott Saewert  
Secretary