

**MINUTES OF REGULAR BOARD MEETING
OF WAUKEGAN PORT DISTRICT**

August 27, 2012

**55 South Harbor Place, Waukegan, Illinois
Harbor Control Building**

The following Board members were present:

Jorge Torres
Joe Legat
Todd Binning
Mike Melius
Homer Benavides

The following Board member was absent:

Dale Johnson

District Counsel present:

Thomas A. Morris, Jr.

Members of the Port District Staff present:

Chris Peters, Executive Assistant
Jim Stanczak, Airport Manager
Jamie O'Meara, Chief Accountant

Others in attendance:

Violet Ricker, Waukegan Main Street
Larry Walker, Waukegan Yacht Services
Lori Ralph, Salmon Stop East
Kirk Mies

1. Call to Order
2. Pledge of Allegiance

On motion of Mr. Melius to appoint Mr. Binning to act as Temporary Secretary in the absence of Mr. Johnson, seconded by Mr. Legat, all members present, being Messrs. Binning, Legat, Melius and Torres voted aye and the Chairman declared the motion carried.

3. Approval of Board Meeting Minutes of July 23, 2012

On motion of Mr. Melius to approve the July 23, 2012 Board Meeting Minutes, seconded by Mr. Binning, all members present, being Messrs. Binning, Legat, Melius and Torres voted aye and the Chairman declared the motion carried.

4. Approval of Closed Session Meeting Minutes of July 23, 2012

On motion of Mr. Melius to approve the July 23, 2012 Board Meeting Minutes, seconded by Mr. Binning, all members present, being Messrs. Binning, Legat, Melius and Torres voted aye and the Chairman declared the motion carried.

5. Approval of checks.

Checks were reviewed. Questions presented included the EJ&E Note payment and the balance due.

Mr. Benavides arrived during this discussion.

Other check questions were the payment to Mohammed Elsay, a boater refund, the payment to NMA, for Strictly Sail and to BP which would be fuel for harbor maintenance vehicles.

On motion of Mr. Binning to approve the checks, seconded by Mr. Melius, all members present voted aye and the Chairman declared the motion carried.

6. Financial Reports: July 2012

Ms. O'Meara summarized the financial reports. Lori Ralph arrived at the meeting. The board requested that marina occupancy be reported separately from the normal financial reports. The aging reports are current. Capital is a new truck. The old truck was auctioned on municibid.com. Mr. Legat expressed concern for exposure to liability with company vehicles. Ms. Peters explained that airport operations require specially marked and equipped vehicles for airfield operations.

7. Operations Reports: July 2012

Harbor operations are up as are airport operations. Fuel flowange at the airport is down and is reflected in the Landmark and WCAF numbers. Customs are up slightly. On motion of Mr. Legat to approve the operations reports, seconded by Mr. Benavides, all members present voted aye and the Chairman declared the motion carried. Mr. Morris arrived at the meeting during the discussion.

Harbor– Board/Public Commentary

Ms. O'Meara introduced Violet Ricker from Main Street. Ms. Ricker explained that Waukegan Main Street strives to bring business to downtown and had identified boaters as a target. Ms. Ricker had dining guides which could be given to boaters and inquired about participating in any mailings to boaters. The board expressed their appreciation for the organization.

Harbor - Unfinished Business

8. Status Report

Ms. Peters' reported the marina was winding down for the season. The USEPA was continuing their demolition work in North Harbor and that dredging was scheduled to start in mid September.

Harbor - New Business

None

Airport – Board/Public Commentary

None

Airport – Unfinished Business

9. Status Report

Mr. Stanczak reported Taxiway S was just about complete. Taxiway B was supposed to start today. The fence is underway and he had visited with all the neighbors to explain the project. Everyone is excited about the Snowbirds coming for the September 8 show. Trees are being removed from land west of Green Bay Road.

Mr. Torres inquired about parking support for the air show. Mr. Stanczak reported they had hired more police support this year and the schools were cooperating with space. Green Bay Road will be closed between Yorkhouse and Wadsworth. Wadsworth Road will be closed from Green Bay to Lewis during the practice session Friday from 12-1:30 pm and during the show on Saturday.

Airport - New Business

None

There being no further business, on motion of Mr. Legat to adjourn the meeting, seconded by Mr. Melius, all members present voted aye, and the Chairman declared the motion carried. The meeting adjourned.

APPROVED:



JORGE M. TORRES, Chairman



DALE R. JOHNSON, Secretary