

MINUTES OF REGULAR MEETING
WAUKEGAN PORT DISTRICT BOARD

March 20, 2019
4:00 p.m.

Waukegan National Airport
Airport Administration Office – Conference Room
2601 Plane Rest Drive, Waukegan, IL

The following Board members were present:

Gene Bach, Member and Historian
Tom Evers, Member
Bob Hamilton, Treasurer
Joe Legat, Member
Billy McCaffrey, Member
Grant Farrell, Board Chairman

The following Board member was absent:
Jorge Torres, Member and Assistant Treasurer

The following Board officers were present:
Randy Podolsky, Secretary

District Counsel
Peter Friedman

Members of the Port District Staff present:
Phil Cook, Founders 3, Manager, Marina Accounting
Skip Goss, F3 Aviation, General Manager, Airport
Joe Seidelmann, F3 Marine, General Manager, Harbor
Cathy Smith, F3 Aviation, Assistant General Manager, Airport
Mary McCarthy, F3 Marine, Staff Accountant
Mary Louise Schram, F3 Aviation, Administrative Assistant

Call to Order

Chairman Farrell called the meeting to order at 4:00 PM.

Roll Call

Pledge of Allegiance led by Mr. McCaffrey

Approval of Remote Participation/Voting – none

(note: Mr. Podolsky joined the meeting at 4:03 pm)

Chairman Remarks – Grant Farrell

Chairman Farrell stated that since the last Board meeting he met with Mayor Cunningham, met with Lake County Board Chairman Sandra Hart, participated in one management committee meeting, met with legal counsel and Signature Flight Support, attended a meeting to discuss lease renewal with Stick and Rudder, and shared his availability over the next month.

Chairman Farrell distributed a handout on the proposed governance legislation with a reminder to the Board that is important to understand and support the proposed legislation. He directed members to contact him, Mr. Goss, or Mr. Seidelmann with any questions or needs.

Committee Reports

Finance Committee

Mr. Hamilton reported that it was the committee’s recommendation to approve the February 2019 Check Register.

Public Comments – none

Consent Agenda

- February 2019 Regular Board Meeting Minutes
- February 2019 Check Approval
- February 2019 Financials
- Resolution 2019-R-05 Approving Annual Lease for Salmon Stop
- Resolution 2019-R-06 Approving the Release of Certain Board Closed Session Minutes from 2015 and 2016

Meeting Dates:

- April 15, 2015
- June 17, 2015
- July 15, 2015
- August 5, 2015
- September 16, 2015
- November 18, 2015
- January 20, 2016
- January 28, 2016
- February 17, 2016
- March 16, 2016
- April 20, 2016
- October 19, 2016
- December 21, 2016

- Resolution 2019-R-10 Approving Annual Leases for Dockside Ice Cream and Dockside Deli.

Motion by Mr. Evers, second by Mr. Hamilton:
To establish the Consent Agenda

On a voice vote, all members present voted aye and the Chairman declared the motion carried.

Motion by Mr. Evers, second by Mr. Hamilton:
To approve the items on the Consent Agenda

On the following roll call vote, the Chairman declared the motion carried:

Aye:.....Mr. Bach, Mr. Evers, Mr. Hamilton, Mr. Legat, Mr. McCaffrey,
No:none
Absent:.....Mr. Torres
Abstain:.....none

Airport General Manager Remarks

Mr. Goss stated that he received approval from the FAA for the two hangar projects. Mr. Goss reported that the Lake County Veterans Memorial (LCVM) Board met to strategize how to proceed to raise funds to complete the Plaza. He directed the members attention to the LCVM brochures given to them today and asked for their help in soliciting donations or pledges to complete the work on the plaza.

Mr. Goss provided copies of the one-page flyer and Q&A document related to the proposed governance project. He noted that as representatives of the Board, it is especially important to become familiar and comfortable with the information so that we are all sharing consistent messages. Mr. Goss also distributed a fact sheet on business aviation to Board members. Chairman Farrell requested all documents be watermarked 'draft' while WPD waits for the final economic impact report for the Harbor, adding that the Harbor analysis is nearly complete. Chairman Farrell acknowledged Mr. Goss as the most knowledgeable on the governance legislation and requested that they consider him the lead resource for information. Chairman Farrell recognized that this subject may be difficult for members to talk about but that WPD needs to head in this direction to stabilize and grow. Chairman Farrell verified that WPD has a letter regarding the CAP107 project that clearly states that although the solution is still under evaluation, the program will require local share.

Harbor General Manager Remarks

Mr. Seidelmann stated that the Northern Illinois Boat Show held at the Lake County Fairgrounds resulted in one new boater sign-up and renewed interest in seasonal launches. The next Boat Show will be held in Schaumburg with a focus on luxury vessels. This is the first year for the event and WPD's participation. Mr. Seidelmann will determine if this event is a good match for WPD for future participation.

Mr. Seidelmann reported wind damage on the docks and signs; there are piers to reset due to ice damage.

Mr. Seidelmann attended a CAP107 meeting with representatives of the Mayor's office and committee. The Army Corp of Engineers (ACE) shared the results of their modelling, noting that none of the models developed into a long-term solution. The ACE will continue their evaluations with new or revised models. Mr. Seidelmann supported Chairman Farrell's earlier recognition of the local share required for the CAP107 project, noting that local share could rise to \$7MM - \$8MM. He reminded the Board of the partners who contributed to the ACE study phase.

Mr. Seidelmann stated that more developers are expressing interest in the property at the Harbor, adding that these are private developers who are not asking WPD for financing.

The late winter season has delayed the April 1 opening of the season as the ice has not melted. Boaters are advised to check with the office to coordinate moving their boats into their slips.

Mr. Seidelmann reported that Bay Marine has presented a proposal for facility expansion and marine improvements. The proposal would refurbish the north section of the marina and add 40,000 square feet of indoor heated storage and showroom space. Mr. Seidelmann will continue discussions with Mr. Felhofer to define the benefits of this expansion to both organizations, the boating community, and master plan.

Mr. Seidelmann reported that he and members of the Waukegan Park District are working on an intergovernmental agreement to place a playground at the Harbor. Details of location and park features were shared with Board members and their input was solicited. Mr. Seidelmann will provide a copy of the proposed agreement to members for their review and comment and anticipates reaching a final agreement with the Waukegan Park District so that this matter will be ready for a vote at the April Board meeting. The Waukegan Park District has included the installation of the Park for Fall 2019.

Closed Session at 4:40 PM

Motion by Mr. Evers, second by Mr. Hamilton:

To move to closed session for the purpose of discussing disposition of District-owned real estate and pending litigation.

On the following roll call vote, the Chairman declared the motion carried:

Aye:.....Mr. Bach, Mr. Evers, Mr. Hamilton, Mr. Legat, Mr. McCaffrey

No:.....none

Absent:.....Mr. Torres

Abstain:.....none

Reconvene to Open Session at 5:25 PM

Present: Chairman Farrell, Mr. Bach, Mr. Evers, Mr. Hamilton, Mr. Legat, Mr. McCaffrey

Adjournment

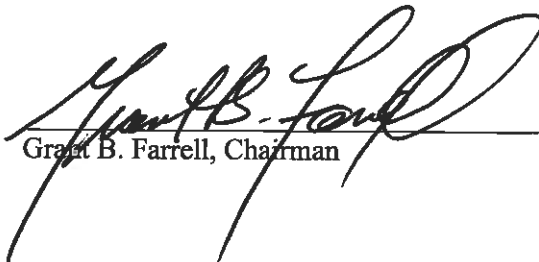
Motion by Mr. Hamilton, second by Mr. Evers:

To adjourn.

All members present voted aye and the Chairman declared the meeting ended.

Meeting adjourned at 5:25 PM

APPROVED



Grant B. Farrell, Chairman