

**WAUKEGAN  
PORT DISTRICT**  
AIRPORT . MARINA . PORT

**Minutes**

WAUKEGAN PORT DISTRICT  
Board Meeting of March 16, 2022  
4:00 p.m.

Waukegan National Airport  
Administration Office/SRE Bldg.  
2601 Plane Rest Drive  
Waukegan IL 60087

The following Board members were present:

Gene Bach, Member and Historian – remote participation  
Tom Evers, Chairman Pro Tem and Secretary  
Joe Legat, Member – remote participation  
Billy McCaffrey, Member  
Greg Petry, Member  
Ben Veal, Member  
Grant Farrell, Board Chairman

The following Officer was present:

Bob Hamilton, Treasurer

District Counsel

Peter Friedman

Members of the Port District Staff present:

Skip Goss, F3 Airport, General Manager/Director, Airport  
Max Pekcan, F3 Marina, General Manager, Harbor

Call to Order

Roll Call

Pledge of Allegiance

Approval of Remote Participation/Voting Moved by Evers, Second by Veal. Approved unanimously on voice vote.

Closed Session – Moved by Veal, seconded by Evers to convene into Closed Session for the purpose of discussing probably or imminent litigation and specific contractor and employee of the District. Motion approved on a unanimous roll call vote.

Closed session adjourned and open session commenced again at 4:31 pm

Chairman Remarks / F3 The Chairman reported on numerous matters related to airport and marina operations, including Bolder matters, meeting with Signature Flight Support, grants and state money opportunities, and various cooperation efforts with the City of Waukegan.

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Public Comment – There was no public comment.

Treasurer's and Finance Report

- Finance Committee Report – Treasurer recommended approval of check registry
- Finance Committee Board Policy Review – Standard Board policy review, recommended changes will be brought back for Board review and approval at a later Board meeting.
- Purchasing Policy Report – One recommended change was explained and noted and will be brought back for Board review and approval at a later Board meeting.

Ad Hoc Committee Report

- 199 Building Committee Report – Mr. Pekcan reported on improvements re ADA requirements at the Harbor buildings, and leak proof improvements at the old Yacht Club building.

Consent Agenda – Resolution 2022-R-10 and Resolution 2002-R-2013 were removed from the Consent Agenda. Motion to Evers, seconded by McCaffrey to establish the consent agenda as amended. Approved on unanimous voice vote. Motion to Evers, second by McCaffrey to approve the Consent Agenda. Motion was approved on a unanimous roll call vote.

- February 16, 2022, Regular Board Meeting Minutes
- February 2022, Electronic Transfer and Check Approval
- February 2022, Financials
- 2022-R-03 Resolution Approving a First Amendment to the Lease Agreement for use of Harbor & Marina Land for Casual Beverage Service with Greene Town LLC
- 2022-R-04 Resolution Approving a Lease Agreement for use of Harbor & Marina Land for Casual Food Service with Dockside Ice Cream LLC
- 2022-R-05 Resolution Approving a Lease Agreement for use of Harbor & Marina Building for Boat Sales Office with Jeff Phillips
  
- 2022-R-09 Resolution Approving a Lease Agreement for use of Harbor & Marina Building for Boat Repair and Storage with Bristol Boat Service
- 2022-R-10 Resolution Approving a Settlement with Signature Flight Support – deferred to March 22 special board meeting.
- 2022-R-11 Resolution Approving a License Agreement Concerning Premises at 199 N. Harbor Place with Bay Marine
- 2022-R-12 Resolution Approving a License Agreement for use of Harbor & Marina Land for Bay Marine
- 2022-R-13 Resolution Approving a Lease Agreement for use of Harbor & Marina Land for Casual Food Service with Dockside Dogs

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Agenda

Airport General Manager Remarks (operations/status) – Mr. Goss introduced Ms. Edith Guerrero. Mr. Goss also reported on federal fund opportunities, new grant opportunities, the new Runway project fact sheet, and environmental assessment process and procedures.

- 2022-R-06 Resolution Approving Purchase of Vehicle. Motion by Mr. McCaffrey, seconded by Mr. Veal to approve Resolution 2022-R-06. The motion carried on a unanimous roll call vote.

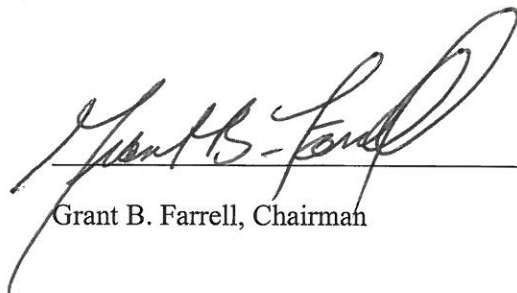
Harbor General Manager Remarks (operations/status) – Mr. Pekcan reported on a number of matters, including the Bay Marine Fire and license agreement and related operational and coordination issues, harbor boat status for season, fuel operations savings, Dockside Dogs lease negotiations, Marina restriping, and report on impact of 18 yachts burned in Bay Marine fire and impacts on Harbor use and refunds.

- 2022-R-08 Resolution Approving a Lease Agreement for use of Harbor & Marina Land for Jet Ski Rental with Xaman Power Sprots Rental – Motion by Mr. Evers, second by Mr. Veal to approve Resolution 2022-R-08. Motion carried on a unanimous roll call vote.
- 2022-R-14 Resolution Approving a Lease Agreement for use of Harbor & Marina Land for 1<sup>st</sup> Mate – motion by Mr. Evers, second by Mr. McCaffrey to approve Resolution 2002-R-14. Motion carried on a unanimous roll call vote.
- Approving a License Agreement for use of Harbor & Marina Land “Triangle Lot” for Bay Marine – deferred to March 22 special meeting.

Board Comments No Further Board comments

Adjournment – Motion by Mr. McCaffrey, second by Mr. Evers to adjourn. Motion carried on a unanimous voice vote. Meeting adjourned at 5:25 pm.

APPROVED

  
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Grant B. Farrell, Chairman