

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

**MINUTES**

WAUKEGAN PORT DISTRICT  
Board Meeting of 18 February 2026  
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 - Remote  
Jack Dye  
Tom Evers  
Becky Jones  
Ben Veal

The following Board Members were absent:

Greg Petry  
Paula Trigg

The following Officer was present:

Bob Hamilton, Treasurer

District Counsel:

Peter Friedman

Members of the Port District Staff were present:

Edith Guerrero, F3 Airport, Administrative Director, Airport  
Joe Seidelmann, F3 Marina, General Manager, Marina  
Skip Goss, F3 Airport, Director, Airport  
Rebecca Remshak, F3 Real Estate Services, Marina Accountant-remote

Call to Order

Chairman Dye called the meeting to order at 4 pm.

Roll Call

Roll call was taken.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Announcement of Remote Participants



Approval of Remote Participation/Voting

No objections were raised to Member Bach's remote participation.

Chairman Remarks

Chairman Dye and Skip met with Mayor Cunningham and City leadership to strengthen intergovernmental collaboration and improve communication among partner agencies. Discussions included summer pedestrian safety improvements at Harbor Place and ongoing coordination with the City.

The Chairman also reported that the District will make some software license updates to ensure proper financial control and compliance. In addition, Board committees will be streamlined for 2026, with Finance, Airport, and Harbor remaining as core committees and others shifting to an ad hoc structure. Updated assignments will be distributed via email.

General Counsel Report

None

Public Comment – (3 minutes per person)

**Don Van Cura - Waukegan Airport Pilots Association (WAPA)**

- Thanked Board for meeting with subcommittee.
- Requested clarification on the Airport's strategic plan, specifically regarding long-term revenue generation and development direction.
- Emphasized need for transparency to share information with hangar owners.

**Susan Helm – Stick & Rudder**

- Noted Mayor Cunningham visited their business.
- Expressed support for airport viability and collaboration.

**Payton Metzel – Airport Tenant**

- Requested 10 minutes at the next meeting to present the Landings' strategic plan.
- Chairman indicated Board will review request and follow up.

Committee Reports

- Airport – Tom Evers, Ben Veal and Bob Hamilton - The Airport Committee continues to focus on long-term sustainability and operational stability, with efforts centered on strengthening the airport's financial position and supporting future growth. Major infrastructure improvements are underway, and coordination with local partners remains ongoing to address development needs and ensure the airport's continued success.
- Development – Ben Veal and Greg Petry – Continued communication with City leadership. Meeting scheduled for March 9 to advance discussions.
- Capital Improvement – Paula Trigg and Jack Dye –None

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- Harbor – Gene Bach and Becky Jones – Harbor operations are trending positively, with increased slip occupancy and strong customer interest. While some external uncertainties remain, overall demand is solid and financial planning adjustments are underway. Dredging and infrastructure projects continue to move forward despite delays, and several lease updates are in progress to support long-term investment and stability at the harbor.
- Intergovernmental - Greg Petry and Tom Evers – None
- Finance – Bob Hamilton, Becky Jones and Paula Trigg – The Finance Committee recommended approval of the December 2025 check register, electronic transfers, and financial statements. The committee also continued its discussion regarding the use of lease versus license agreements for future arrangements to provide greater flexibility in managing and enforcing tenant compliance.

## Consent Agenda

- December 2025 Electronic Transfers & Check Register
- December 2025 Financial Statements
- January 2026 Meeting Minutes

On a motion by Member Evers, seconded by Member Jones, the motion was created and approved on a unanimous roll call vote:

Aye: Bach, Evers, Jones, Veal

Absent: Petry, Trigg

## Agenda

- Approval of Closed Session Minutes –December 17, 2025

In discussion, the minutes were amended to reflect board member's absence.

On a motion by Member Veal, seconded by Member Evers, the minutes were approved on a unanimous voice vote.

## Harbor General Manager Remarks

The Harbor Manager reported increased slip occupancy and strong customer demand heading into the season. Harbor operations are preparing for launch while continuing work on financial planning, infrastructure projects, and tenant agreements. Efforts are also underway to address permitting for dredging and advance capital improvements, while marketing and outreach continue to support harbor growth.

- 2026-R-03 Approving Bristol Boat 2026 License

On a motion by Member Veal, seconded by Member Jones the motion was approved as amended to include minor corrections to the company name and notice provisions - address.

Aye: Bach, Evers, Jones, Veal

Absent: Petry, Trigg

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- 2026-R-04 Approving Amended and Restated Lease and Consenting to Assignment of Lease (Sullivan)

On a motion by Member Evers, seconded by Member Veal the motion was approved on a roll call vote.

Aye: Dye, Evers, Jones, Veal

Absent: Petry, Trigg

Abstain: Bach

Airport General Manager Remarks

The Airport Manager emphasized that the airport’s primary operational focus is maintaining a safe, secure, and serviceable facility while working toward long-term financial sustainability. The committee continues to evaluate financial projections and explore strategies to attract additional businesses and tenants to strengthen revenue and support growth. Several major infrastructure projects are moving forward, including Fence Phase IV and rehabilitation of the Delta Taxiway to support increased aircraft traffic and future runway development. Coordination with the City and engineering partners is ongoing to address utility and water pressure needs that are necessary for future hangar and airport development.

- 2026-R-05 Approving Airport Consultant of Record (Crawford Murphy Tilly)

On a motion by Member Evers, seconded by Member Veal, the minutes were approved on a unanimous roll call vote:

Aye: Bach, Evers, Jones, Veal

Absent: Petry, Trigg

Board Comments

Closed Session

The Board entered closed session at 4:37 p.m. to discuss specific personnel pursuant to §120/2(c)(1) and litigation that is probable or imminent §120/2(c)(11) of the Illinois Open Meetings Act.

On a motion by Member Jones, seconded by Member Evers, the motion carried by unanimous roll call vote.

At 5:26 p.m., the Board reconvened in open session and was approved by unanimous roll call vote.

Adjournment

The meeting was adjourned on a unanimous voice vote at 5:26 pm.

APPROVED:

  
Chairman

