

**WAUKEGAN
PORT DISTRICT**
AIRPORT • MARINA • PORT

MINUTES

WAUKEGAN PORT DISTRICT
Special Board Meeting of 26 February 2024
10 a.m.

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

The following Board members were present:

Gene Bach, Historian-remote
Jack Dye
Becky Jones
Greg Petry
Paula Trigg
Ben Veal

The following Board Members were absent:

Tom Evers

The following Officer was absent:

Bob Hamilton, Treasurer

District Counsel:

Peter Friedman-remote
Marcus Martinez-remote

Other Counsel:

Shelly Scinto, Bond Counsel, Ice Miller
Jim Snyder, Bond Counsel, Ice Miller

Members of the Port District Staff were present:

Skip Goss, F3 Airport, General Manager/Director, Airport
Joe Seidelmann, F3 Marina, Operations Manager
Eduardo Ortega, F3 Real Estate Services, VP of Asset Management-remote
Lisa Dykas, F3 Real Estate Services, Director - Property Accounting-remote

Call to Order

Chairman Veal called the meeting to order at 10 am.

Roll Call

Pledge of Allegiance



Approval of Remote Participation/Voting

On a motion by Mr. Dye, seconded by Ms. Jones, remote participation was approved on a unanimous voice vote.

Chairman Remarks

General Counsel Report

Public Comment – (3 minutes per person)

Nikki Sullivan, Commodore of Waukegan Yacht Club spoke on the history and the importance of the Waukegan Yacht Club.

Bob Klairmont, Waukegan Yacht Club, thanked the board for considering the license agreement for Waukegan Yacht Club.

Agenda

- 2024-R-08 Approving WPD Debt Certificate Issue for Loan with Wintrust (This resolution was moved to the end of the agenda to allow time for counsel from Ice Miller to join the meeting)

In discussion, the board and counsel discussed the allowable use for borrowed funds. Ice Miller counsel explained that this resolution is an initial step allowing the flexibility for the district to incur costs associated capital expenditures and be reimbursed out of a bond or debt certificate. The future resolution would authorize the issuance of a bond or debt certificate. Ms. Trigg pointed out that the dates on the document would need to change to the current date. Ice Miller will make the updates and send out for signature after the agreement is adopted.

Motion by Mr. Dye, seconded by Mr. Bach. Motion was approved on a roll call vote:

Aye: Mr. Bach, Ms. Jones, Mr. Petry, Ms. Trigg, Mr. Dye

No:

Abstain:

Absent: Mr. Evers

- 2024-R-09 Authorizing an Invitation for Bids for Fuel Delivery Services

Motion by Ms. Trigg, seconded by Mr. Dye. Motion was approved on a roll call vote:

In discussion, the issue date and due date to be updated before advertising the bid.

Aye: Mr. Bach, Ms. Jones, Mr. Petry, Ms. Trigg, Mr. Dye

No:

Abstain:

Absent: Mr. Evers

**WAUKEGAN
PORT DISTRICT**
AIRPORT • MARINA • PORT

- 2024-R-10 Approving License Agreement with WYC

Motion by Ms. Trigg, seconded by Mr. Bach. Motion was approved on a roll call vote:
In discussion, Ms. Trigg modified the motion to amend the agreement to include mutual provisions for termination.

Aye: Mr. Bach, Ms. Jones, Ms. Trigg, Mr. Dye

No: Mr. Petry

Abstain:

Absent: Mr. Evers

- 2024-R-11 Approving Consulting Agreement with Sikich for Audit Services

Motion by Ms. Trigg, seconded by Mr. Dye. Motion was approved on a roll call vote:
In discussion the motion is modified to include an amendment to the document stating that the rates being approved are held through December 31, 2024. Sikich will have to review Waukegan Port District's standard agreement before they sign.

Aye: Mr. Bach, Ms. Jones, Mr. Petry, Ms. Trigg, Mr. Dye

No:

Abstain:

Absent: Mr. Evers

- 2024-R-12 Approving Construction and Design Professional Services Amended Agreement (Edgewater)

Motion by Ms. Trigg, seconded by Mr. Dye. Motion was approved on a roll call vote:
In discussion, Ms. Trigg modified the motion to include a change to the resolution stating the date the agreement with Edgewater was approved. Legal will amend the resolution.

Aye: Mr. Bach, Ms. Jones, Mr. Petry, Ms. Trigg, Mr. Dye

No:

Abstain:

Absent: Mr. Evers

- 2024-R-13 Authorizing an Invitation for Bids for Dredging Services

Motion by Ms. Trigg, seconded by Mr. Bach. Motion was approved on a roll call vote:

Aye: Mr. Bach, Ms. Jones, Mr. Petry, Ms. Trigg, Mr. Dye

No:

Abstain:

Absent: Mr. Evers

Board Comments

Ms. Trigg- recommends that all board members receive copies of the 2022 audit and follow up on the auditor recommendations. Ms. Trigg asked for clarification on whether it is appropriate for a board member to become a member of the Waukegan Yacht Club. Counsel advised that there is no issue with that. There was also a discussion on the appropriateness of a meeting between the Chairman, potential developers, and staff from the City of Waukegan. The Chairman clarified that the mayor proposed an introduction of the city of Waukegan's Planning and Zoning to the developer team that presented to the board of the port district.

Adjournment

Motion by Ms. Trigg, seconded by Mr. Dye. The motion was approved on a unanimous voice vote. The meeting adjourned at 10:56 am.

APPROVED:


Ben Veal, Chairman

