

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

WAUKEGAN PORT DISTRICT
Board Meeting of 19 June 2024
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, Historian
Jack Dye
Tom Evers
Becky Jones
Greg Petry
Paula Trigg
Ben Veal

The following Officer was absent:

Bob Hamilton, Treasurer

District Counsel:

Peter Friedman
Marcus Martinez

Members of the Port District Staff were present:

Skip Goss, F3 Airport, General Manager/Director, Airport
Edith Guerrero, F3 Airport, Administrative Director, Airport
Joe Seidelmann, F3 Marina, General Manager, Harbor
Ken Bristol, F3 Real Estate Services, Senior Property Accountant
Hunter Spitler, F3 Real Estate Services, Director of Marina Operations-remote
Eduardo Ortega, F3 Real Estate Services, VP Asset Management-remote

Call to Order

Chairman Dye called the meeting to order at 4:02pm.

Roll Call

Pledge of Allegiance

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Approval of Remote Participation/Voting

Chairman Remarks

Chairman Dye remarked that he is hopeful on the board becoming more organized and efficient. He also encouraged the board to reach out to him with any concerns.

General Counsel Report

None

Public Comment – (3 minutes per person)

Tom McIntosh would like his previous comments from the COW meeting on the record for this meeting as well:

- *Mr. McIntosh is a current boater and requested an update on harbor dredging as well as the current seaweed issue in the marina. The harbor GM provided an update on dredging and aquatic herbicide application.*

Nikki Sullivan, Waukegan Yacht Club Commodore, provided an update on Jr. Sail as well as the annual Chicago to Waukegan race.

Committee Reports

- Intergovernmental - Greg Petry and Tom Evers-Mr. Petry plans to update the City of Waukegan Planning and Zoning Department on the status of the grant application with RTA.
- Documentation and Operational Agreements - Greg Petry and Gene Bach-None
- Disaster Planning and Departmental Coordination - Becky Jones and Jack Dye-None
- Marina major capital expenditures update – Paula Trigg
 - Documents were resubmitted to IDOT. Once the documents are approved, work can begin. The dredging bid was extended and calls have been made to contractors to aid in obtaining viable bids.
- Harbor & Marina-Paula Trigg and Becky Jones-The committee provided an update in the board packet.

Treasurer's and Finance Report

- The finance committee recommends approval of the check registers and the financials.

Consent Agenda

The motion to establish and approve the consent agenda was approved by unanimous roll call vote on a motion by Mr. Petry, seconded by Ms. Trigg.

- April 2024, Financials
- April 2024 Electronic Transfer and Check Approval
- May 2024, Meetings Minutes (Regular and Special)

Harbor General Manager Remarks

- Mr. Seidelmann updated the board on various items for the harbor including the staff's additional efforts to reclaim customers that have not yet secured a slip for the season. Mr. Seidelmann also commented that the upcoming race is a great opportunity to increase transient traffic and to showcase the property.

Airport General Manager Remarks

- CMT presented a project status update and provided context for the resolutions that were before the board for consideration.
- 2024-R-20 Approving Amendment to Agreement for Engineering Services with CMT

Motion by Mr. Evers, seconded by Mr. Petry. The motion was approved on a unanimous roll call vote:

Aye: Mr. Bach, Mr. Evers, Mr. Veal, Ms. Trigg, Ms. Jones, Mr. Petry

Nay:

Absent:

Abstain

- 2024-R-21 Approving Agreement for Rehab of Main Parking Lot with CMT

Motion by Ms. Trigg, seconded by Mr. Veal. The motion was approved on a unanimous roll call vote:

Aye: Mr. Bach, Mr. Evers, Mr. Veal, Ms. Trigg, Ms. Jones, Mr. Petry

Nay:

Absent:

Abstain

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2024-R-22 Approving Agreement with CMT for EA Phase 3

Motion by Mr. Evers, seconded by Mr. Petry. The motion was approved on a unanimous roll call vote:

In discussion, it was clarified that the project cost associated with this resolution is 90% state and 10% local funding.

Aye: Mr. Bach, Mr. Evers, Mr. Veal, Ms. Trigg, Ms. Jones, Mr. Petry

Nay:

Absent:

Abstain

Closed Session

The board desired to go into closed session for the purpose of discussing a specific employee of the Port District and probable or imminent litigation.

On a motion by Ms. Trigg, seconded by Mr. Evers. The motion was approved on a unanimous roll call vote:

Aye: Mr. Bach, Mr. Evers, Mr. Veal, Ms. Trigg, Ms. Jones, Mr. Petry

Nay:

Absent:

Abstain

The board convened to closed session for the purpose of discussing a specific employee of the Port District and probable or imminent litigation at 5:04 pm. Closed session ended at 5:32 pm.

Board Comments

Chairman Dye encouraged open communication amongst staff and the board. He also thanked Member Veal for his service as Chairman. Ms. Trigg updated the board on an event she attended along with Mr. Hamilton and Mr. Goss given by the LCTA.

Adjournment

Motion by Ms. Trigg, seconded by Mr. Evers. The motion was approved on a unanimous voice vote.

The meeting adjourned at 5:35 PM.

APPROVED:


Chairman

