

**WAUKEGAN
PORT DISTRICT**
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MINUTES

WAUKEGAN PORT DISTRICT
Board Meeting of 18 September 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
Jack Dye
Becky Jones
Paula Trigg
Ben Veal

The following Board members were absent:

Tom Evers
Greg Petry

The following Officer was present:

Bob Hamilton, Treasurer

District Counsel:

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 Seidemann, F3 Marina, General Manager, Harbor
Ken Bristol, F3 Real Estate Services, Senior Property Accountant-remote
Hunter Spittler, F3 Real Estate Services, Director of Marina Operations-remote
Lori Meehan, F3 Real Estate Services, Marina Operations Manager-remote

Call to Order

Chairman Dye called the meeting to order at 4:00pm.

Roll Call

Pledge of Allegiance

Approval of Remote Participation/Voting

Chairman Remarks

Chairman Dye noted that there were some great events at the Port District over the past month including the FBO's Ferrari's on the Runway event as well as the harbor's end of season event.

General Counsel Report

- 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 Ms. Jones. The motion was approved on a unanimous roll call vote:

Aye: Bach, Jones, Trigg, Veal
Nay:
Absent: Evers, Petry
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 4:03 pm. Closed session ended at 5:18 pm. Regular session reconvened at 5:18 pm on a motion by Ms. Trigg, seconded by Mr. Bach. The motion was approved by unanimous voice vote.

Public Comment – (3 minutes per person)

Tom Russell-boater expressed his gratitude for Mr. Seidelmann returning as General Manager. He also requested information on a timeline for dredging and expressed concern for the ongoing shifting of the dock system.

Agenda

- 2024-R-25 Approving a Settlement Agreement and First Amendment to a Professional Services Agreement with Founders 3 Management Company

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

Aye: Bach, Jones, Trigg, Veal
Nay:
Absent: Evers, Petry
Abstain:

Committee Reports

- Airport – Tom Evers, Ben Veal and Bob Hamilton
 - None
- Development – Ben Veal and Greg Petry
 - The committee met with the Regional Transportation Authority and the City of Waukegan on September 12, 2024 via Teams. The group is preparing the developer workshop packet which includes narrowing the conversation to 3 areas (containing numerous PINs) as well as detailing the current known condition of those parcels. The panel also wants to focus on 3 questions that Waukegan Port District and the City of Waukegan would like to complete the workshop having answered about the parcels and the capability for development. The MOU and resolution are in the board packet for consideration.

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- Capital Improvement – Paula Trigg and Jack Dye
 - The committee is still waiting for IDOT approval. IDOT is requesting additional information from the consultant such prequalification and profit and overhead information. The next meeting is October 15, 2024.
- Harbor – Gene Bach and Becky Jones
 - The committee met with Mr. Seidelmann and discussed marketing for the 40th anniversary of the harbor next year. The committee hopes to have board approval of the 2025 slip fees soon to secure boaters before the end of the season. The Deigan Group received the data from the testing done by the IEPA but the report did not include an assessment. Ms. Jones also noted the increased activity by the Waukegan Yacht Club.
- Intergovernmental - Greg Petry and Tom Evers
 - None
- Finance – Bob Hamilton, Becky Jones and Paula Trigg
 - Mr. Hamilton discussed the first 2025 budget review that was held on September 16. The next budget review will be on October 1. The finance committee recommends approval of the check registers and the financials.

Consent Agenda

The motion to establish the consent agenda was approved by unanimous voice vote on a motion by Ms. Trigg, seconded by Mr. Bach.

- July 2024, Financials
- July 2024, Electronic Transfer and Check Approval
- August 2024, Meetings Minutes (Regular and COW)

The motion to approve the consent agenda was approved by a unanimous roll call vote on a motion by Ms. Trigg, seconded by Ms. Jones:

Aye: Bach, Jones, Trigg, Veal
Nay:
Absent: Evers, Petry
Abstain:

Airport General Manager Remarks

- 2024-R-24 Approving Consent to Assignment of Lease Agreement between Tony Degrazia and Mountain Dog Aviation for 2329 Whiskey Drive Site SE 13

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

Aye: Bach, Jones, Trigg, Veal
Nay:
Absent: Evers, Petry
Abstain:

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Harbor General Manager Remarks

Mr. Seidelmann met with the GM of Top Side Marina and plans to partner with them. They will push their transient traffic to Waukegan Harbor & Marina. He is working on gathering pricing for the Chicago Boat Show taking place in January. Joe thanked the boating members for voicing their concerns during public comment. He reiterated the ongoing issue of shifting docks. He is working with the maintenance staff on some solutions as decommissioning the harbor gets underway when the harbor closes for the season.

- 2024-R-24 Approving a MOU with RTA and the City of Waukegan for Establishment of Developer Panel
On a motion by Mr. Veal, seconded by Ms. Trigg. The motion was approved on a unanimous roll call vote:

Aye: Bach, Jones, Trigg, Veal

Nay:

Absent: Evers, Petry

Abstain:

Board Comments

- Mr. Bach requested additional discussion on the harbor development.
- Ms. Trigg asked the legal team for an update on the status of F-Pier.
 - Mr. Martinez noted that the legal packet has moved beyond the assessor's office phase, and so far, there have been no objections from Akzo Nobel. Legal anticipates providing more updates at the next meeting.
- Ms. Trigg expressed her enjoyment in collaborating with both the airport and harbor staff.
- Mr. Veal emphasized the Development Committee's commitment to maintaining full transparency with the board as discussions advance.

Adjournment

Motion by Ms. Trigg, seconded by Ms. Jones. The motion was approved on a unanimous voice vote. The meeting adjourned at 5:42 PM.

APPROVED:


Chairman

