

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

WAUKEGAN PORT DISTRICT  
Board Meeting of 20 December 2023  
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 present:

Bob Hamilton, Treasurer

District Counsel:

Peter Friedman

Members of the Port District Staff were present:

Max Pekcan, F3 Marina, General Manager, Harbor  
Skip Goss, F3 Airport, General Manager/Director, Airport  
Eduardo Ortega, F3 Real Estate Services, VP of Asset Management

Call to Order

Chairman Veal called the meeting to order at 4pm.

Roll Call

Pledge of Allegiance

Approval of Remote Participation/Voting

Chairman Remarks

Chairman Veal reflected on various changes that have been made by the Port District that will improve efforts. He also thanked former board members, Grant Farrell and Randy Podolsky for their resources with various matters in 2023.

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## General Counsel Report

None

## Public Comment – (3 minutes per person)

None

## Committee Reports

- Intergovernmental - Greg Petry and Tom Evers
  - The committee met to discuss the development process and plan to schedule meetings with the City of Waukegan, Lake County Partners and other resources to be determined.
  - The committee will explore possible collaborative efforts between the Port District and the City of Waukegan.
  - The committee has offered the option of having a development group present their findings and ideas to the board.
- 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
  - The Port District is still waiting for the executed agreement from IDOT for the \$12M grant project. Ms. Trigg also noted that there is a possibility of receiving reimbursement for some of the dredging if we use some of the dredged material as back fill for the wall.

## Treasurer's and Finance Report

Mr. Hamilton commented on the efforts that the finance committee has made to completing the budgets.

## Consent Agenda

Mr. Dye posed questions on the financials, and it was determined that the November financials should be removed from the consent agenda. The motion to establish the consent agenda as amended was approved by unanimous voice vote on a motion by Mr. Evers, seconded by Mr. Bach.

- October 2023, Electronic Transfer and Check Approval
- November 2023, Electronic Transfer and Check Approval
- November 2023, Financials
- November 2023, Meeting Minutes

Motion to approve the consent agenda as amended, made by Mr. Evers, seconded by Mr. Bach. The motion was approved on a roll call vote.

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

No:

Abstain:

Absent:

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Agenda

- November 2023, Financials

Mr. Dye expressed concern that in the previous month we were to approve but verify financials and that did not occur. Mr. Dye would like to have the financials verified before approving. Mr. Ortega, F3, offered to take the questions back to F3 accounting and stated that there are no implications in not approving the financials except for not having accurate up to date reporting for the board. Mr. Pekcan reported that F3 accounting is working to reconcile and adjust the prior months and once this is complete the reporting should be accurate.

Motion to table approval of November 2023 Financials until the January board meeting, made by Mr. Dye, seconded by Ms. Trigg. The motion was approved on a roll call vote:

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

No:

Abstain:

Absent:

- 2023-R-35 Approving the 2024 Schedule of Regular Meetings of the Waukegan Port District

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

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

No:

Abstain:

Absent:

Airport General Manager Remarks

Mr. Goss introduced CMT's Craig Loudon to provide an update on the airport's 5-year transportation improvement program grant. Mr. Loudon discussed the priorities for the next few years. The new projects include funding for some reimbursement for the environmental assessment, pavement projects and the acquisition of snow removal equipment in the coming years.

- 2023-R-29 Approving Consent to Assignment and Assumption of Lease Agreement for A26  
In discussion, Ms. Jones mentioned that she noted a typo in the resolution which was updated before the meeting.

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

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

No:

Abstain:

Absent:

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- 2023-R-30 Approving Consent to Assignment and Assumption of Lease Agreement for A15

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

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

No:

Abstain:

Absent:

- 2023-R-31 Approving The 2023 Budget Plan and Capital Expense Plan for The Waukegan National Airport

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

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

No:

Abstain:

Absent:

- 2023-R-32 Approving The 2024 Budget Plan for Provision of U.S. Customs and Border Protection

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

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

No:

Abstain:

Absent:

- 2023-R-36 Approving Purchase of Hangar A10

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

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

No:

Abstain:

Absent:

Harbor General Manager Remarks

Mr. Pekcan referenced a plan for the building at 199 Harbor Place from the General Manager's report included in the board packet. Ms. Trigg expressed interest in having the building occupied and having further discussion on the matter.

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- 2023-R-33 A Resolution Approving Fifth Amendment to A Land Lease Agreement with Chicago Yachting Center, LLC-Bay Marine

Motion by Mr. Dye, seconded by Mr. Petry. In discussion Mr. Bach requested to table due to the board not having historical agreements and concerns with the terms of the amended agreement. This amendment will be tabled considering review of prior agreements and amendments, as well as a presentation from legal and the harbor GM on the details of this proposed agreement. Motion to table by Mr. Evers, seconded by Mr. Bach. The motion was approved on a unanimous voice vote.

- 2023-R-34 Approving The 2023 Budget Plan and Capital Expense Plan for The Waukegan Harbor and Marina

Motion to approve with the amendment of including accounts payable to vendors by Mr. Dye, seconded by Ms. Trigg. Motion was approved on a roll call vote:

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

No:

Abstain:

Absent:

Closed Session

Motion to move to executive session by Mr. Dye, seconded by Mr. Evers for the purpose of personnel discussion. The motion was approved on a roll call vote:

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

No:

Abstain:

Absent:

The board convened to a closed session at 5:11pm. The regular session continued at 5:43pm.

Board Comments - None

Adjournment

Motion by Mr. Dye, seconded by Mr. Evers. The motion was approved on a unanimous voice vote. The meeting adjourned at 5:44 PM.

APPROVED: /

Ben Veal, Chairman

