

**MINUTES OF REGULAR BOARD MEETING
OF WAUKEGAN PORT DISTRICT**

October 15, 2014

**55 South Harbor Place, Waukegan, Illinois
Harbor Control Building**

The following Board members were present:

Jorge Torres
Gene Bach
Randy Podolsky
Grant Farrell
Mike Melius

The following Board members were absent:

Dale Johnson
Joe Legat

District Counsel present:

Thomas A. Morris, Jr

Members of the Port District Staff present:

Jim Stanczak, Airport Manager
Rose McElyea, Airport Secretary
Jamie O'Meara, Chief Accountant
Terri Hatton, Slip Coordinator
Joe Seidelmann, Marina Maintenance Supervisor

Others in attendance:

Steve Nutgrass
Jose Guzman, Dockside Dogs
Steve Hannum, Full Throttle Marine
Christine Cowhey, Full Throttle Marine

1. Call to Order by Chairman Torres at 2:00 PM
2. Pledge of Allegiance
3. Roll Call

Messrs. Torres, Bach, Podolsky, Farrell were present and the Chairman declared a Quorum was present. Mr. Melius arrived at 2:15 PM, answered present, and was acknowledged by the Chairman. Messrs. Johnson and Legat were not present.

4. Chairman Remarks

Mr. Torres introduced Mr. Randall Rogers as the new General Manager. Mr. Rogers will assume his duties on November 1, 2014 and the Port District as a whole will help with any questions.

5. Approval of Regular Board Meeting Minutes of September 17, 2014

On motion of Mr. Podolsky to approve September 17, 2014 Minutes, seconded by Mr. Farrell, on a roll call vote, all members present voted aye and the Chairman declared the motion carried.

6. Approval of Closed Session Meeting Minutes of August 20, 2014

On motion of Mr. Podolsky to approve August 20, 2014 Minutes, seconded by Mr. Bach, on a roll call vote, all members present voted aye and the Chairman declared the motion carried.

7. Approval of Special Meeting Minutes of August 26, 2014

Held Over

8. Approval of Checks

On motion of Mr. Podolsky to approve checks, seconded by Mr. Bach, on a roll call vote, all members present voted aye and the Chairman declared the motion carried.

9. Financial Reports September 2014

Ms. O'Meara explained the financial reports and stated that they are final. Budgeting for next year needs to be looked at. Slip rentals will have a big impact. Expenses are in line. Marketing strategy has improved. Aging report all have paid.

Ms. O'Meara commented about the Customs account and stated that it is currently very low, mostly due to fence project expenditures. Mr. Stanczak stated that it will come up in the future.

On motion of Mr. Farrell to approve the September 2014 financial reports, seconded by Mr. Bach, on a roll call vote, all members present voted aye and the Chairman declared the motion carried.

Harbor – Board/Public Commentary

Mr. Podolsky stated that he is still working on grants. Mr. Bach stated that he is working on getting more storage containers for the Port.

Mr. Guzman from Dockside Dogs is looking for lease extension and is planning a building expansion and did present a drawing. Dockside celebrated their 30th season. Dockside now has

him as its new owner, and wished to thank the Port for the transition of ownership. He thanked Mr. Podolsky and Joe Seidelmann for their prompt handling of adding seating benches in the park adjacent to the restaurant when requested. He stated that a combination of Dockside Dogs and Dockside Ice Cream is being considered. Dockside Dogs would like a 5 or 10 year lease if possible, with renewal options and to be allowed to have bands, and to serve and/or sell liquor if a liquor license can be obtained from the City.

Mr. Torres stated that all leases are important and will be considered. Mr. Podolsky stated he would like to see the extended lease and will work with Mr. Rogers on the matter in November.

Mr. Farrell inquired as to whether it would benefit Dockside Dogs if Madison Street could be closed? Ms. O'Meara stated that it is a city road. Will be considered in the future.

Harbor – Unfinished Business

10. Harbor Operations – September

Ms. O'Meara stated that diesel fuel sales are up – revenues could be considered final on the slips. Comments regarding the survey distributed to the boaters is available. Ms. O'Meara will email them to the Board.

11. Marina Status Report

Mr. Seidelmann stated that the harbor is preparing to shut down, with water shut off commencing October 15th. Looks good for the future with the lake rising. Mr. Farrell asked about the proposed Yacht Club can tie-ups? No further input from the Yacht Club as of yet. Mr. Torres stated that beach passes were used this year with a great response. Mr. Seidelmann is looking into a better option for disposal of trash. Mr. Torres thanked Mr. Podolsky, Ms. O'Meara, Ms. Hatton and Mr. Seidelmann for stepping up and filling in where needed in the absence of senior harbor staff.

Harbor-New Business

Airport-Board Public Comment

Airport-Unfinished Business

12. Airport Operations – September

Mr. Stanczak stated that the Operations for September are up. Corporations are flying and fuel is up. Based aircraft is down.

On motion of Mr. Farrell to approve the Airport Operations Report seconded by Mr. Melius, on a roll call vote all members present voted aye and the Chairman declared the motion carried.

13. Airport Manager's Status Report

Mr. Stanczak stated that the tenants are upset about the property taxes. Leases are changing to Licenses. Mr. Morris was asked if there is an advantage. He does not know, and will look into it. Phase II Fencing start date November 3rd, 2014, to be suspended December 30th, 2014. Phase III Fencing is ready to go. Taxiway "C" punch list to be done on Saturday, October 18th, 2014. FAA meeting regarding Wadsworth & Lewis – several problems discussed. Hangar in The Landings of Waukegan was sold. Runway Expansion meeting on October 28th, 2014 (2PM-4PM) at Landmark. TIPS meeting-coming up. The landfill has been mowed, a monitoring well was found, we are in the process of capping. 20:1- trees have been removed, shrubbery is to be planted. Abbie-starting to modify doors. Ahern property- reimbursement in progress. Tenant safety/snow removal meeting-October 18th or 25th. Hay removal being considered from Port District owned property on west side of Green Bay Rd.

14. Correction of the Fence Perimeter Phase 3 contract from a cost not-to-exceed \$83,051.61 to \$92,646.00

On Motion of Mr. Farrell to approve additional amount for the fence permit, seconded by Mr. Bach, all members on a roll call present voted aye and the Chairman declared the motion carried.

Airport – New Business

15. Repair/Replacement of Airport Security Vehicle

Mr. Stanczak stated that we need a replacement for the Airport Security Vehicle. Mr. Melius asked what the vehicle is used for. Mr. Stanczak replied rounds. Mr. Melius asked if we can get a small car. Mr. Stanczak replied not a good idea in the winter. Mr. Melius asked about an electric car. Mr. Stanczak replied not familiar with them. Mr. Farrell asked why we do not have a vehicle schedule. Mr. Stanczak replied we do keep track of the age of the vehicles. It was decided that at the next Board meeting a recommendation would be made.

There being no further business, on motion of Mr. Podolsky and seconded by Mr. Melius, all members present voted aye, and the Chairman declared the motion carried. The meeting adjourned.

GRANT B. FARRELL, Secretary

APPROVED

JORGE TORRES, Chairman