

MINUTES OF THE REGULAR MEETING  
WAUKEGAN PORT DISTRICT BOARD

December 16, 2020  
4:00 PM.

Virtual Meeting via Zoom – Open to Public  
Join Zoom Meeting by phone

Call: 1 (312) 626-6799  
Enter Meeting ID & Password when prompted  
Meeting ID: 852 1548 5018      Passcode: 804268

Members of the public who join the meeting will hear the full meeting while on the call.  
Callers will be muted until the Public Comment section of the Agenda where each will be given an opportunity to speak to the Board

The following Board members were present:

Gene Bach, Member and Historian  
Joe Legat, Member (arrived 4:05 PM)  
Greg Petry, Member  
Ben Veal, Member  
Grant Farrell, Board Chairman

The following Officer was present:

Bob Hamilton, Treasurer

The following Board Member was absent:

Tom Evers, Member and Secretary  
Billy McCaffrey, Member

District Counsel

Peter Friedman

Members of the Port District Staff present:

John Matheson, Founders 3, President  
Alain Giudice, Founders 3, Senior VP Marina Division  
Phil Cook, Founders 3, Manager of Finance & Operations, Marina Division  
Erika Krivitz, Founders 3, Manager of Accounting & Finance, Marina Division  
Skip Goss, F3 Airport, General Manager/Director, Airport  
Patrick Lutker, F3 Deputy Director, Airport  
Joe Seidelmann, F3 Marina, General Manager, Harbor  
Mary McCarthy, F3 Marina, Staff Accountant  
Cathy Smith, F3 Airport, Administrative Director  
Mary Louise Schram, F3 Airport, Governmental Affairs & WPD Board Liaison

Call to Order

Chairman Farrell called the meeting to order at 4:00 PM.

Roll Call

Pledge of Allegiance

General Counsel's Comments on OMA and the Governor's Executive Orders

Chairman Remarks – Grant Farrell

Chairman Farrell welcomed everyone to the meeting and reviewed his participation in WPD related meetings and activities since the November Board meeting. Chairman Farrell noted that Mr. Veal continues to attend Management Meetings with the General Managers and reminded Board members that opportunity is available to each of them and that they should contact him if they would like to attend these meetings. Chairman Farrell recognized Phil Cook for his service and informed the Board that Phil was leaving F3 to pursue a new opportunity. The Chairman asked Mr. Cook to introduce his replacement.

F3 Remarks

Mr. Cook thanked the Board and introduced Erika Krivitz, Manager of Finance and Accounting, who was selected by the F3 Management team to fill his position.

Finance Committee

Mr. Petry requested, and the Chairman agreed, to move the Financial Services discussion to this point in the agenda as a courtesy to invited consultants. Mr. Miceli from Speer Financial gave his report to the Board and answered questions. The Chairman requested that the Finance Committee and staff continue to review this matter and provide additional information requested at the next Board meeting.

Public Comment

Treasurer's Report

Mr. Hamilton reported that the Committee recommends Board approval of the November 2020 check register.

Ad Hoc Committee Reports

- Mr. Hamilton reported that they expect to receive three proposals in response to the RFP for financial audit services; eight companies received the RFP packet and there were four inquiries. The Board should look for the Committee's review, selection, and recommendation for a vote at the January Board meeting.
- Mr. Petry reported that he is working with staff to complete the Procurement Policy.

Consent Agenda

The Chairman asked if anyone wanted to remove any items from the Consent Agenda.

- November 18, 2020, Regular Board Meeting Minutes
- November 2020, Check Approval
- November 2020, Financials

Motion by Mr. Bach, second by Mr. Petry:  
To establish the Consent Agenda

Discussion - none

On the following roll call vote, the Chairman declared the motion carried:

Aye:.....Mr. Bach, Mr. Legat, Mr. Petry, Mr. Veal  
No: .....none  
Absent:.....Mr. Evers, Mr. McCaffrey  
Abstain:.....none

Motion by Mr. Veal, second by Mr. Petry:  
To approve the items on the Consent Agenda

Discussion - none

On the following roll call vote, the Chairman declared the motion carried:

Aye:.....Mr. Bach, Mr. Legat, Mr. Petry, Mr. Veal  
No:.....none  
Absent:.....Mr. Evers, Mr. McCaffrey  
Abstain:.....none

#### Agenda

- 2020-R-43, Resolution to Approve the Renewal of West's Insurance Agency, Inc., as the Broker of Record for 2021-2022

Motion by Mr. Bach, second by Mr. Legat:

To approve 2020-R-43, Resolution to Approve the Renewal of West's Insurance Agency, Inc., as the Broker of Record for 2021-2022

Discussion – Mr. Jones, West's, presented a summary of the proposal and highlighted the options for Board consideration. Board members' questions were answered.

On the following roll call vote, the Chairman declared the motion carried:

Aye:.....Mr. Bach, Mr. Legat, Mr. Petry, Mr. Veal  
No:.....none  
Absent:.....Mr. Evers, Mr. McCaffrey  
Abstain:.....none

- 2020-R-44, Resolution to Extend the Tax Levy for 2020

This item was postponed to the January 2021 Board Meeting.

#### Harbor General Manager Remarks (operations/status)

Mr. Seidelmann reported that the Harbor staff are engaged in the seasonal transition. He stated that the Harbor experience its largest single-day slip rental deposit prior to discount, adding that they are 39 boaters ahead of last year at this time and that 17 of the 39 boaters are new. Mr. Seidelmann stated that COMED disconnected the power to the Water Street property (formerly Foster), stating that the plan includes cleaning and clearing that property. Mr. Seidelmann stated that he is planning next steps for the Waukegan Yacht Club (WYC) building, including appraisals and an assessment by a structural engineer. Mr. Seidelmann reported that the WYC voted in a new Board and Commodore last week. Mr. Seidelmann reported a new partnership between the District and the Waukegan Fire Department (WFD) and that they will be presented with an IGA from WFD. WFD will provide a slip on the B dock near the launch ramp area for the WFD to maintain a boat. This will improve emergency response time by 30 minutes. WFD provided all equipment and committed to daily safety patrols during the season. Mr. Seidelmann described that four cameras that view the launch ramp area and the public/security function. The Waukegan Harbor was recognized as a Boaters Choice award winner for the third year in a row, placing them in the top 3% of marinas.

- 2020-R-45, Approving Lease with Big Lake Marine (annual lease with 2-year option)

Motion by Mr. Bach, second by Mr. Legat:

To approve 2020-R-45, Approving Lease with Big Lake Marine (annual lease with 2-year option)

Discussion – none

Motion by Mr. Petry, second by Mr. Veal:

To approve 2020-R-48, Approving Consultant Agreement to Rehabilitate Airfield Lighting, Phase 1 & 2, & Airport Lighting Control & Monitoring System

Discussion - none

On the following roll call vote, the Chairman declared the motion carried:

Aye:.....Mr. Bach, Mr. Legat, Mr. Petry, Mr. Veal

No:.....none

Absent:.....Mr. Evers, Mr. McCaffrey

Abstain:.....none

Closed Session – 5:05 PM

Motion by Mr. Veal, second by Mr. Bach:

To move to closed session for the purpose of pending litigation under Section 2(c)(11) of the OMA.

On the following roll call vote, the Chairman declared the motion carried:

Aye:.....Mr. Bach, Mr. Legat, Mr. Petry, Mr. Veal

No:.....none

Absent:.....Mr. Evers, Mr. McCaffrey

Abstain:.....none

Reconvene to Open Session – 5:13 PM

Present: Chairman Farrell, Mr. Bach, Mr. Hamilton, Mr. Petry, Mr. Veal

Board Comments - none

Adjournment – 5:15 PM

Motion by Mr. Bach, second by Mr. Veal:

To adjourn

Discussion - none

On the following roll call vote, the Chairman declared the motion carried:

Aye:.....Mr. Bach, Mr. Legat, Mr. Petry, Mr. Veal

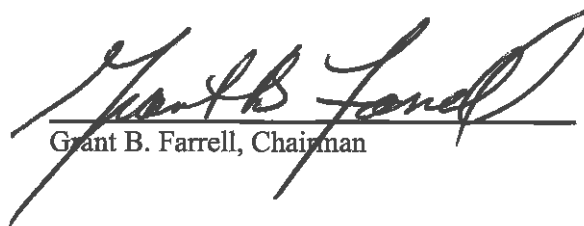
No:.....none

Absent:.....Mr. Evers, Mr. McCaffrey

Abstain:.....none

Meeting Adjourned at 5:15 PM

APPROVED



Grant B. Farrell, Chairman