

MINUTES OF THE REGULAR MEETING
WAUKEGAN PORT DISTRICT BOARD

April 21, 2021

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: 891 4654 5554 Password: 779410

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 allowed to speak to the Board

The following Board members were present:

Gene Bach, Member and Historian

Tom Evers, Member and Secretary

Joe Legat, Member

Billy McCaffrey, Member

Greg Petry, Member

Ben Veal, Member

Grant Farrell, Board Chairman

The following Officer was present

Bob Hamilton, Treasurer

District Counsel

Peter Friedman

Members of the Port District Staff present:

Alain Giudice, Founders 3, Senior VP Marina Division

Rick Taig, F3 Airport, Director of Operations

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 Board Members, guests, and members of the public to the meeting. The Chairman reviewed his participation in WPD related meetings. The Chairman thanked Mr. Veal for his continued participation in the Management Meetings and invited Board members to let him know if they would like to participate. Chairman Farrell stated that he would review the possibility of returning to in-person Board meetings for next month.

- F3 Remarks - none

Public Comment - none

Treasurer’s Report

Mr. Hamilton reported that the Committee recommends Board approval of the March 2021 electronic transfers and check register. Mr. Hamilton stated that he and the staff accountant continue to monitor the Harbor cash position to avoid the need to access a bridge loan.

Consent Agenda

- April 21, 2021, Regular Board Meeting Minutes
- April 2021, Electronic Transfer and Check Approval
- April 2021, Financials
- 2021-R-08, Approving Appointment of Manager of Accounting and Finance and Approval of Bank Privileges
- 2021-R-09, Resolution Adopting an Investment Policy (amends 2018-R-02)
- 2021-R-17, Approving Sign for Abbott at WCAF

Mr. Bach requested 2021-R-08 be removed from the Consent Agenda to allow discussion.

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

Discussion - none

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

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

Motion by Mr. McCaffrey, second by Mr. Veal:
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. Evers, Mr. Legat, Mr. McCaffrey, Mr. Petry, Mr. Veal
No:.....none

Absent:.....none
Abstain:.....none

Agenda

- 2021-R-08, Approving Appointment of Manager of Accounting and Finance and Approval of Bank Privileges

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

To approve 2021-R-08, a Resolution Approving Appointment of Manager of Accounting and Finance and Approval of Bank Privileges

Discussion – The Board members discussed the authorization requirements for bank accounts. Mr. Friedman will look at the F3 agreement to report on F3’s bonding and indemnification requirements.

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

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

Ad Hoc Committee Reports – none

The Chairman requested the meeting proceed with the Airport Remarks before the Harbor Remarks.

Airport General Manager Remarks (operations/status)

Mr. Goss reported that the fuel sales are down 8% over the prior year’s sales. He described the ARFF dedication and thanked the Mayor, Waukegan Fire Department Chief, the UGN tenants, and Chairman Farrell for their public/private partnership and support in bringing the ARFF to the field. UGN will have ARFF protection for the next twenty years. Mr. Goss extended his comments regarding the benefits that the Airport provides the region, including medivac flights, emergency access/relief, temporary facilities for the County, and overall the Airport provides excellent value to the community. Mr. Goss reported that Raven has moved to UGN from Midway. Mr. Goss stated that the Northern Illinois Airshow is planning an event for September 11, 2021. Mr. Goss recognized the progress of the Customs Building and hopes for dedication in late June. Mr. Goss reported that he would be coordinating letters to landowners, agencies, and elected officials in the near future. The \$25 million Rebuild Illinois grant to the Airport is secure, but completing the EA is required before the Airport can access the funds.

Mr. Loudon reviewed 2021-R-19, and there were no questions from the Board.

- 2021-R-19 Approving Amendment No 2 to CMT Consultant Services Agreement (2018-R-14)

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

- To approve 2021-R-19, a Resolution Approving Amendment No 2 to CMT Consultant Services Agreement (2018-R-14)

Discussion –none

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

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

Harbor General Manager Remarks (operations/status)

Mr. Seidelmann stated that the slip occupancy is at 90% of projections with 69 new boaters, approximately 100 boaters ahead of the same period last year. He stated that he expected to exceed last year's occupancy. Mr. Seidelmann reported that seasonal preparations have begun with some unexpected repairs. Mr. Seidelmann stated that he received three quotes for the replacement fuel tanks, which were lower than expected, primarily due to features included in the 2009 replacement. Mr. Seidelmann stated that he would write an RFP for the fuel tank replacement and ensure that the specs meet the 2028 requirements. Mr. Bach asked to assist with writing the RFP. Mr. Seidelmann is targeting fall of 2022 or 2023 for the replacement tank installation. Mr. Seidelmann reported on the status of the NSG cleanup. Mr. Seidelmann described the DCEO grant and added that he is working with Edgewater Resources on the application. A weather front camera will go live shortly, and reports will be given on WGN. Mr. Seidelmann described the Earth Day cleanup event at the Harbor and invited Board members to attend.

- Review and Discuss Restaurant Proposal from Waukegan Yacht Club for 199 Harbor Place

Discussions with WYC continued, but no proposal or business plan has been presented that would allow a Board vote. The WYC has not returned a signed license to WPD to continue to use the building, and Mr. Seidelmann will follow up with the Commodore. Chairman Farrell noted that while WPD continues to support WYC's efforts, other organizations have expressed interest in the building.

- Review and Discuss Letter from Bay Marine Regarding Construction/Development

Mr. Matt Felhofer presented four slides to the Board to describe his proposed expansion plans. Following the presentation, Board members reviewed the history of Bay Marine's move to the Waukegan Harbor. Mr. Felhofer stated that Bay Marine would like to consider expansion but only wants to proceed if he has sufficient Board support. The building proposed in the expansion would be smaller and shorter than the current building, and there would be little impact on the view of the horizon from the upper bluff. The Board discussed past and present plans. Mr. Felhofer was asked to provide additional information to WPD.

- 2021-R-18, Approving IGA with the Waukegan Fire Department to Provide Boat Slip

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

To approve 2021-R-18, a Resolution Approving IGA with the Waukegan Fire Department to Provide Boat Slip

Discussion – Mr. Seidelmann stated that this is a cooperative effort between the City of Waukegan, the Lake County Sheriff's office, and the Waukegan Port District. Mr. Seidelmann reported that by mooring the rescue boat in the Harbor, response time would be dramatically improved, saving lives.

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

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

Closed Session – none

Board Comments

The Board members requested Mr. Felhofer return with an outline of the next steps represented on a timeline.

Chairman Farrell will assign an Ad Hoc Committee to the Bay Marine matter.

Chairman Farrell reminded the Board and Staff members that materials must be submitted to the Board packet no later than the Friday before the Board meeting, adding that if the deadline is missed, the matter will be moved to the agenda for the following month.

Adjournment – 5:10 PM

Motion by Mr. Veal, second by Mr. Evers:
To adjourn

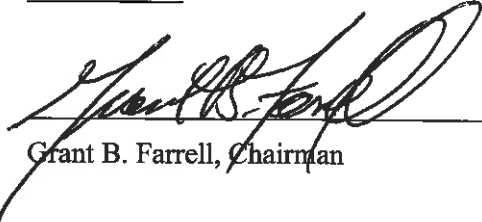
Discussion - none

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

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

Meeting Adjourned at 5:10 PM

APPROVED



Grant B. Farrell, Chairman