

MINUTES OF THE REGULAR MEETING  
WAUKEGAN PORT DISTRICT BOARD

May 19, 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: 852 0822 6432 Password: 390958

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 (joined at 4:09 PM)  
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 4:02 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 public members to the meeting with special recognition of Alderman Kirkwood’s attendance. The Chairman reviewed his participation in WPD related meetings and activities since the April Board meeting.

F3 Remarks –

Mr. Giudice introduced Matt Bauer to the Board. Mr. Bauer recently accepted the F3 Marina Operations Manager position, and Mr. Seidemann will report to Mr. Bauer. Mr. Giudice reminded the Board that Ms. Krivitz holds the Finance and Accounting Manager’s position for all F3 Marinas, and she will continue to provide support in that capacity.

Public Comment - none

Treasurer’s Report

Mr. Hamilton reported that the Committee recommends Board approval of the April 2021 electronic transfers and check register. Mr. Hamilton thanked the staff accountant for her diligence in monitoring the Harbor cash position to avoid the need to access a bridge loan.

Mr. Hamilton also reported that the 2020 Financial Audit is expected to be completed in time for the June 30 filing deadline. He reiterated the importance of meeting the deadline because WPD does not want to jeopardize pending state grants by missing the filing deadline. Mr. Hamilton stated that he would keep the Board apprised about whether or not a special board meeting will be needed to meet the filing date.

Ad Hoc Committees

The Chairman assigned the following persons to participate on the 199 Harbor Ad Hoc Committee:

Mr. McCaffrey, Mr. Seidemann, Mr. Kutzler, Ms. Schram, and himself. All accepted the assignment.

Consent Agenda

- April 21, 2021, Regular Board Meeting Minutes
- April 2021, Electronic Transfer and Check Approval
- April 2021, Financials
- 2021-R-20 Approving Airshow Agreement with Waukegan Regional Airshow, Inc
- 2021-R-21 Approving Landlord Consent of A-17 Sequoia Properties, Inc., to Waukegan Flyers, LLC

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

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

### Agenda

- Election of Board Officers

Motion by Mr. Evers, second by Mr. Petry  
To nominated Grant B. Farrell for the position of Board Chairman.

Discussion – none

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

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

Motion by Mr. Bach, second by Mr. Petry  
To nominated Thomas C. Evers for the position of Board Secretary.

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

Motion by Mr. McCaffrey, second by Mr. Veal  
To nominated Robert B. Hamilton for the position of Board Treasurer.

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

- 2021-R-22 WPD Use of Branding Information Policy

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

To approve 2021-R-22, a Resolution to approve the WPD Use of Branding Information Policy

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:.....

Absent:.....none

Abstain:.....none

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

Mr. Seidelmann stated that the slip occupancy is at 95% of capacity, with 372 returning boaters and 76 new boaters, and the use of the launch ramp and fuel docks has increased. Mr. Seidelmann reported that Earth Day cleanup at the Harbor included divers and shoreline cleanup but that not as much trash was collected as in previous years. The Waukegan Fire Department moored their dive boat in the Harbor and have begun training exercises. Mr. Seidelmann responded to questions from the Board regarding commercial shipping and related revenue.

- Update regarding 199 Harbor Place and release of an RFP expected to be published May 21, 2021

Mr. Seidelmann shared the proposed timeline for responses and answered questions from the Board regarding the RFP.

- Discuss Bay Marine expansion presentation (April meeting) and identify the criteria for the project to proceed.

Mr. Felhofer stated that he is looking for direction from the Board before developing plans with an architect. The Board discussed the history of Bay Marine's construction of the initial building. The Chairman stated that he would establish an Ad Hoc Committee to review Bay Marine's expansion request, and Mr. McCaffrey was asked to Chair the Committee. The Chairman asked for the Board's consensus to support moving forward with the review of Bay Marine's expansion. The Board indicated to proceed.

- Discuss the status of the Waukegan Yacht Club license agreement

Mr. Seidelmann updated the Board on the status of the unsigned license agreement.

- 2021-R-23 Approving Edgewater Resources Consulting Agreement to Develop Input for IDOT Grant Funding

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

To approve 2021-R-23, a Resolution Approving Edgewater Resources Consulting Agreement to Develop Input for IDOT Grant Funding

Discussion – Mr. Seidelmann reported on the opportunity for the Harbor to apply for port infrastructure funding with no local share funds required from WPD. The proposed grant application aligns with the

WPD Master plan. Mr. Seidelmann stated that the funds to pay the consulting fee is net neutral to the budget as funds are being reassigned from Payroll staffing to cover the grant fees. Board members acknowledged that this is an excellent opportunity for WPD and stated their support.

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

Airport General Manager Remarks (operations/status)

Mr. Goss reported that year over year, fuel sales are down. He stated that the progress continues on the U.S. Customs building and that completion is expected in late June. The official date of transferring the building to U.S. Customs will be dependent upon completion of the project, yet to be determined. Mr. Goss reported that Skill Aviation signed a lease with Kenosha Airport, citing their continued concern about the failing pavement on the East Ramp. The pavement is a safety concern for pilots and aircraft. Mr. Goss stated that the Airport is submitting grants to the Rebuild IL program and the THUD FY22 grants available through Senator Duckworth's and Senator Durbin's office.

Closed Session – none

Board Comments

Chairman Farrell invited Alderman Kirkwood to visit for a briefing about the Waukegan Port District.

Adjournment – 4:59 PM

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

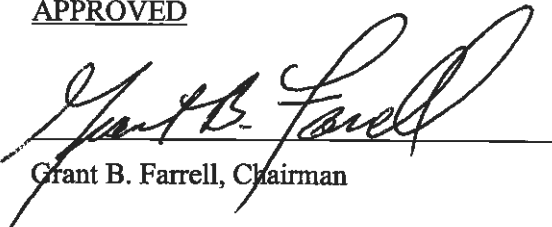
Discussion - none

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 4:59 PM

APPROVED



Grant B. Farrell, Chairman