

MINUTES OF THE REGULAR MEETING
WAUKEGAN PORT DISTRICT BOARD

July 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: 813 2753 6256 Password: 453187

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:

Tom Evers, Member and Secretary
Greg Petry, Member
Ben Veal, Member
Grant Farrell, Board Chairman

The following Board member was absent:

Gene Bach, Member and Historian
Joe Legat, Member
Billy McCaffrey, Member

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 Seidemann, 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

Chairman Remarks – Grant Farrell

Chairman Farrell welcomed Board Members, guests, and public members to the meeting. Since the June board meeting, the Chairman reviewed his participation in Waukegan Port District (WPD) related meetings and activities, including two Management Meetings, Lake County Forest Preserve District Committee Meeting, and a couple of WPD meetings.

F3 Remarks – Joe Seidelmann reported that F3 has a developer from out-of-the-area interested in the Harbor RFP and is looking for a local partner. Board members were asked to direct anyone interested to Mr. Seidelmann.

Public Comment – Members of the public provided comments to the Board.

Treasurer's Report

Mr. Hamilton reported that the Committee recommends Board approval of the June 2021 electronic transfers and check register.

Mr. Hamilton reported that the 2020 Financial Audit is ready for Board acceptance, stating that this is a critical year for timely submission with the many grant applications and pending projects. He stated that WPD might recommend using Sikich to address the identified needs as they were very professional and the work was well done. Mr. Hamilton recommended that the Board accept the 2020 Financial Audit and submit it to meet the June 30, 2021 deadline for GATA. Kudos to the staff.

The Chairman thanked the Board members who contacted Mr. Hamilton with their questions.

Ad Hoc Committees

- Finance Committee – Cyber Security Report

Mr. Hamilton reported that in reaction to the recent attacks on internet security reported in the news, he asked CMIT, the District's internet and technology service provider, to conduct a high-level security analysis of the cyber security protection in place at the Harbor and Airport. Mr. Hamilton added that statistics show that 1 in 5 small businesses will suffer from cyber attacks this year and that WPD needs to be proactive and protected.

Scott Graflund, President and CEO of CMIT Solutions, presented a security risk assessment with a list of prioritized preventative measures that would strengthen or improve the District's technology to reduce risk. Mr. Graflund responded to questions from the Board.

- Bay Marine Expansion Review Committee – Committee Recommendations

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

To authorize the Waukegan Port District to continue negotiations with Bay Marine to expand their facility on Waukegan Port District property.

Discussion – Board members questioned why this action is needed. It was confirmed that this was a non-binding motion but would allow WPD to continue negotiating. If the Board had no desire to negotiate, then the discussions would end.

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

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

Public Comment

Members of the public presented their concerns and comments to the Board Members.

Consent Agenda

- June 16, 2021, Regular Board Meeting Minutes
- July 9, 2021, Bay Marine Expansion Review Committee Minutes
- June 2021, Electronic Transfer and Check Approval
- June 2021, Financials
- 2021-R-25 Approving Landlord Consent of A-14 Rotors in Motion to Haus's Hangar, 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. Evers, Mr. Petry, Mr. Veal, Chairman Farrell
No:.....none
Absent:.....Mr. Bach, Mr. Legat, Mr. McCaffrey
Abstain:.....none

Motion by Mr. Evers, second by Mr. Petry:
To approve the Consent Agenda.

Discussion - none

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

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

Agenda

- Appointment of a Chairman Pro Tem

Motion by Mr. Petry, second by Mr. Veal:
To approve Tom Evers for the position of Pro Tem.

Discussion – General Board discussion of how this role benefits the Board.

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

Aye:.....Mr. Evers, Mr. Petry, Mr. Veal, Chairman Farrell

No:.....none

Absent:.....Mr. Bach, Mr. Legat, Mr. McCaffrey

Abstain:.....none

- 2021-R-26 Approving Consulting Services Agreement with Sikich, LLP

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

To approve the Consulting Services Agreement with Sikich, LLP.

Discussion – General conversation to differentiate this agreement for accounting services from the financial services agreement with Sikich.

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

Aye:.....Mr. Evers, Mr. Petry, Mr. Veal, Chairman Farrell

No:.....none

Absent:.....Mr. Bach, Mr. Legat, Mr. McCaffrey

Abstain:.....none

- 2021-R-27 Approving CMIT IT Fees for Enhanced Cyber Security Protection

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

To approve the CMIT IT Fees for Enhanced Cyber Security Protection.

Discussion - none

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

Aye:.....Mr. Evers, Mr. Petry, Mr. Veal, Chairman Farrell

No:.....none

Absent:.....Mr. Bach, Mr. Legat, Mr. McCaffrey

Abstain:.....none

Harbor General Manager Remarks (operations/status)

Mr. Seidelmann reported that no responses were received by the deadline to the RFP for 199 Harbor. He will keep the RFP open for possible additional interest. He will contact businesses that showed prior interest. Mr. Seidelmann reported on the status of WYC and their commitment to transparency and restitution on their debt to WPD. Mr. Furgurson, WYC Commodore, was asked to comment.

Mr. Furgurson presented a summary of the current membership (57 members) against their goal (200 members), 27 new members this year; WYC has stepped up their marketing campaign. In addition, he reviewed their clean-up efforts. Mr. Furgurson stated that WYC had prioritized paying other identified debts, and WPD has been more flexible than others.

Airport General Manager Remarks (operations/status)

Mr. Goss reported that WPD, with the support of Lake County Partners and CMT, presented to the Lake County Forest Preserve District Committee of the Whole meeting to provide a comprehensive update on the Replacement Runway Project and the need for the LOI. He added that outreach to LCFPD members continues to educate, inform, and request support.

Mr. Goss announced the Ford Tri-Motor, a 1920's aircraft, will be at the Airport from August 5 through August 8. Tours and rides will be available. A notice will be sent to the Board members.

The Northern Illinois Airshow is scheduled for September 11, 2021. The Lake County Veterans Memorial is scheduled for November 11, 2021.

Mr. Goss stated that Signature Flight Services (SFS) ownership transferred to a private equity group. As a result, he met with SFS regional leadership to discuss the Airport's request for early termination. The Signature representative stated that he would discuss the request with the new CEO and CFO.

Closed Session – none

Board Comments – none

Adjournment – 5:00 PM

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

Discussion - none

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

Aye:.....Mr. Evers, Mr. Petry, Mr. Veal, Chairman Farrell

No:.....none

Absent:.....Mr. Bach, Mr. Legat, Mr. McCaffrey

Abstain:.....none

Meeting Adjourned at 5:00 PM

APPROVED


Grant B. Farrell, Chairman

Thomas C. Evers, Chairman Pro Tem