WAUKEGAN
PORT DISTRICT
AIRPORT . MARINA . PORT

AGENDA

WAUKEGAN PORT DISTRICT
Board Meeting of 18 November 2026 4:00 p.m.
Waukegan National Airport
Administration Office/SRE Bldg.
2601 Plane Rest Drive
Waukegan IL 60087

Call to Order

Roll Call

Pledge of Allegiance

Announcement of Remote Participants

Approval of Remote Participation/Voting

Chairman Remarks

General Counsel Report

Public Comment – (3 minutes per person)

Committee Reports
- Airport – Tom Evers, Paula Trigg and Bob Hamilton
- Harbor – Gene Bach and Becky Jones
- Finance – Bob Hamilton, Ben Veal and Greg Petry
- Special Assignment/Ad Hoc

Consent Agenda
- August 2026, Financials, Electronic Transfer and Check Approval – Airport, FBO and Customs
- September 2026, Electronic Transfer and Check Approval
- September 2026, Financials
- September 2026, Meeting Minutes

Agenda
- 2026-R-48 Approving Abatement of Tax for Series 2015 Bonds (for 2027)
- 2026-R-49 Approving Abatement of Tax for Series 2019 Bonds (for 2027)
- 2026-R-50 Approving Abatement of Tax for Series 2026 Bonds (for 2027)

FBO General Manager Remarks
- 2026-R-47 Ratifying Purchase of Vehicles from Brown's Service-Wisconsin Golf, Inc.
- 2026-R-52 Approving License Agreement (Skill Aviation Services, LLC)

Airport General Manager Remarks
- 2026-R-53 Approving ABS Professional Services Agreement

Harbor General Manager Remarks

Board Comments

Adjournment

Chairman's Remarks



Committee Reports



Treasurer & Finance Report



WAUKEGAN
PORT DISTRICT
AIRPORT . MARINA . PORT

Finance Committee Report

To: WPD Chairman and Board of Directors

From: Bob Hamilton, Chairman

Date: 11-11-2026

Re: **Finance Committee**
Sept 2026 Check & Financial Review for the Nov 2026 Bd Mtg (Harbor)
Aug & Sept 2026 Check & Financial Review for the Nov 2026 Bd Mtg (Air)

Procedure:
The Transfer and Check Registers and Financials were submitted directly to Ben Veal, Greg Petry, and Bob Hamilton for review. (Normally lagging one month). Khalilah has resolved most F3 issues, and Edith is still doing double duty with the NSJC.

In line with expectations, given the NSJC and F3 Transition, we did receive the August Airport information late, but prior to the Oct Bd Mtg, and have now reviewed it, and we have now received all Sept. submissions also.

The Air & Customs cash was down 32%, while the Harbor cash decreased by 4%, and the NSJC increased by 14%. Of note, the Airport is down due to paying for the new Broom Truck (in time for winter). The IDA will reimburse approximately $1,000,000, eventually Our historic three are within expectations, while the NSJC is meeting expectations. The Harbor is very likely to need to dip into 2027 income to make it thru to 2027. Not desirable, but reasonable.

Recommendations:
Approve SEPT Harbor Check Registers & Financials at the NOV '26 Meeting
Approve AUG & SEPT AIR, CUST & NSJC Check & Financials at the NOV '26 Meeting.

By: _____
Robert B. Hamilton, Finance Committee Chairman

(847) 244-3133 • Fax (847) 244-1348
55S Harbor Place
Waukegan. IL 60085
waukeganport.com

Professionally managed by:
F3 MARINA

Agenda



WAUKEGAN
PORT DISTRICT
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MEMORANDUM

TO: Waukegan Port District Board
FROM: K. Brown
DATE: November 2026
RE: Original Purpose of Outstanding Bond Issues – 2027 Tax Abatements

The following is a summary of the original purposes for the three bond issues included in the upcoming Board meeting agenda for consideration of property tax abatement.

1. Series 2015 General Obligation Bonds – $10,000,000

The 2015 bond issuance was associated with a loan refinancing. Of the proceeds, approximately $1,000,000 was allocated to the Airport for construction of the SRE Building. The remaining proceeds were allocated to the Harbor for capital reserves.

2. Series 2019 General Obligation Bonds – $2,573,000

The 2019 bond issuance was used to fund the purchase of the Airport's Aircraft Rescue and Firefighting (ARFF) truck.

3. Series 2026 General Obligation Refunding Bonds – $2,878,000

The 2026 bond issuance provided startup funding for the Airport Fixed Base Operator (FBO) operations.

Purpose of Abatement

The resolutions before the Board provide for the abatement of the property taxes previously levied for tax year 2026, payable in 2027, for each of these bond issues. The proposed abatements are as follows:

- 2015 Bonds: $669,763.01
- 2019 Bonds: $183,849.98
- 2026 Bonds: $355,370.00

The purpose of this memorandum is to provide the Board with historical background regarding the original use of the bond proceeds associated with the three resolutions.

WAUKEGAN PORT DISTRICT

RESOLUTION 2026-R-48

A RESOLUTION ABATING THE TAX PREVIOUSLY LEVIED FOR THE YEAR 2026 TO PAY THE PRINCIPAL OF AND INTEREST ON $10,000,000 GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2015, OF THE WAUKEGAN PORT DISTRICT, LAKE COUNTY, ILLINOIS

WHEREAS, the Waukegan Port District, Lake County, Illinois ("***District***") is a political subdivision, body politic, and municipal corporation established in accordance with the Waukegan Port District Act, 70 ILCS 1865/1 *et seq*. ("***Act***"); and

WHEREAS, Section 8 of the Act authorizes the District to borrow money and issue general obligation bonds; and

WHEREAS, the Waukegan Port District Board ("***Board***"), Lake County, Illinois, by Resolution Number 15-R-02, adopted on October 21, 2015 ("***Resolution 15-R-02***"), provided for the issuance of $10,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2015 ("***2015 Bonds***"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 2015 Bonds up to and including November 5, 2035; and

WHEREAS, the Board caused the 2015 Bonds to be issued in accordance with District Resolution No. 15-R-02 and with the Bond Order attached hereto as **Exhibit A** ("***2015 Bond Order***"), which provides the amount of tax to be extended for each year; and

WHEREAS, the Board has determined that it is necessary, appropriate, and in the best interest of the District that the tax previously levied for the year 2026 to pay the principal of and interest on the 2015 Bonds be and is abated;

NOW, **THEREFORE, BE IT RESOLVED** by the Waukegan Port District Board, Lake County, Illinois, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the Board.

SECTION 2: ABATEMENT OF TAX.

The tax levied for the year 2026, payable in year 2027, upon all taxable property in the District, is hereby abated, as follows:

Levy Year	Amount of Ad Valorem Taxes Levied in 2026, payable in year 2027	Amount of Ad Valorem Taxes To Be Abated	Remainder of Tax To Be Extended Sufficient To Produce
2026	$669,763.01	$669,763.01	-0-

SECTION 3: FILING OF RESOLUTION. Upon the adoption of this Resolution, the Secretary of the District is directed to file a certified copy of this Resolution with the County Clerk of Lake County, Illinois.

SECTION 4: EFFECTIVE DATE. This Resolution will be in full force and effect upon its adoption by the Board and approval by the Chairman.

ADOPTED this ___ day of _____, 2026.

APPROVED this ___ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
CHAIRMAN

_____
TREASURER

EXHIBIT A

2015 BOND ORDER

The undersigned, Chairman of Waukegan Port District, Lake County, Illinois (the "District"), on behalf of the District, hereby orders, pursuant to Section 3 of the Resolution adopted by the District on 21st day of October, 2015 (the "Resolution"), that the District's General Obligation Bond (Alternate Revenue Source), Series 2015 (the "Bond"), shall be issued in the amount of $10,000,000 and shall be dated November 5, 2015 (the "Dated Date").

The Bond shall be registered in the name of the NBH Bank, N.A. and shall not be held under the global book-entry system described in the Resolution. Principal, amortization, interest rate (including the Default Rate) and redemption terms are provided in the Bond, attached hereto as Exhibit A, which is hereby approved.

Taxes shall be levied from 2015 (collectible in 2016) through 2034 (collectible in 2035). The levy for taxes, as provided for in Section 10 of the Resolution, shall be in the amounts and in the years as follows:

For the Levy Year	Amount of tax to be Extended
2015	$669,763.02
2016	669,763.00
2017	669,763.02
2018	669,763.01
2019	669,763.01
2020	669,763.01
2021	669,763.02
2022	669,763.02
2023	669,763.02
2024	669,763.02
2025	669,763.01
2026	669,763.01
2027	669,763.01
2028	669,763.02
2029	669,763.00
2030	669,763.00
2031	669,763.02
2032	669,763.01
2033	669,763.02
2034	334,881.51

The District will cover debt service through May 5, 2016 with cash on hand.

The undersigned hereby directs that: (a) the Bond be sold to NBH Bank, N.A. (the "Purchaser"), for the purchase price of $10,000,000, and (b) the Treasurer deliver the Bond to the Purchaser against receipt of payment therefor.

WAUKEGAN PORT DISTRICT

RESOLUTION 2026-R-49

A RESOLUTION ABATING THE TAX PREVIOUSLY LEVIED FOR THE YEAR 2026 TO PAY THE PRINCIPAL OF AND INTEREST ON $2,573,000 GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2019, OF THE WAUKEGAN PORT DISTRICT, LAKE COUNTY, ILLINOIS

WHEREAS, the Waukegan Port District, Lake County, Illinois ("***District***") is a political subdivision, body politic, and municipal corporation established in accordance with the Waukegan Port District Act, 70 ILCS 1865/1 *et seq*. ("***Act***"); and

WHEREAS, Section 8 of the Act authorizes the District to borrow money and issue general obligation bonds; and

WHEREAS, the Waukegan Port District Board ("***Board***"), Lake County, Illinois, by Ordinance No. 2019-O-01, adopted on June 19, 2019 ("***Ordinance 2019-O-01***"), provided for the issuance of $2,573,000 General Obligation Bonds (Alternate Revenue Source), Series 2019 ("***2019 Bonds***"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 2019 Bonds up to and including June 1, 2039; and

WHEREAS, the Board caused the 2019 Bonds to be issued in accordance with Ordinance 2019-O-01 and with the 2019 Bond Order attached hereto as **Exhibit A** ("***2019 Bond Order***"), which provides the amount of tax to be extended for each year; and

WHEREAS, the Board has determined that it is necessary, appropriate, and in the best interest of the District that the tax previously levied for the year 2026 to pay the principal of and interest on the 2019 Bonds be abated;

NOW, **THEREFORE, BE IT RESOLVED** by the Waukegan Port District Board, Lake County, Illinois, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the Board.

SECTION 2: ABATEMENT OF TAX.

The tax levied for the year 2026, payable in year 2027, upon all taxable property in the District, is hereby abated, as follows:

Levy Year	Amount of Ad Valorem Taxes Levied in 2026, payable in year 2027	Amount of Ad Valorem Taxes To Be Abated	Remainder of Tax To Be Extended Sufficient To Produce
2026	$183,849.98	$183,849.98	-0-

SECTION 3: FILING OF RESOLUTION. Upon the adoption of this Resolution, the Secretary of the District is directed to file a certified copy of this Resolution with the County Clerk of Lake County, Illinois.

SECTION 4: EFFECTIVE DATE. This Resolution will be in full force and effect upon its adoption by the Board and approval by the Chairman.

ADOPTED this ___ day of _____, 2026.

APPROVED this ___ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
CHAIRMAN

_____
TREASURER

EXHIBIT A

2019 BOND ORDER

The undersigned, Chairman of Waukegan Port District, Lake County, Illinois (the "District"), on behalf of the District, hereby orders, pursuant to Section 3 of the Ordinance adopted by the District on 19th day of June, 2019 (the "Ordinance"), that the District's 3.770% General Obligation Bonds (Alternate Revenue Source), Series 2019 (the "Bonds"), a form of which is attached hereto as Exhibit A, shall be issued in the amount of $2,573,000 and dated June 27, 2019.

Principal of and interest on the Bond shall be payable on each June 1 and December 1, commencing December 1, 2019, until maturity on June 1, 2039, in the amounts set forth in Schedule A.

The Bonds are subject to optional redemption prior to maturity at the option of the District, as a whole, in such amounts as shall be specified by the District, on May 1, 2029, and on any interest payment date thereafter, at the redemption price equal to the principal amount to be redeemed plus accrued interest to the redemption date.

The Bonds shall be registered in the name of the Capital One Public Funding, LLC, Melville, New York ("Capital One"), and shall not be held under the global book-entry system described in the Ordinance.

Taxes shall be levied from 2019 (collectible in 2020) through 2038 (collectible in 2039). The levy for taxes, as provided for in Section 10 of the Ordinance, shall be in the amounts and in the years as follows:

For the Levy Year	Amount of tax to be Extended
2019	$183,849.98
2020	183,849.98
2021	183,849.98
2022	183,849.98
2023	183,849.97
2024	183,849.97
2025	183,849.97
2026	183,849.98
2027	183,849.97
2028	183,849.98
2029	183,849.98
2030	183,849.98
2031	183,849.97
2032	183,849.97
2033	183,849.97
2034	183,849.98
2035	183,849.98
2036	183,849.98
2037	183,849.98

For the Levy Year	Amount of tax to be Extended
2038	91,924.99

The District will cover debt service through December 1, 2019 with cash on hand.

The undersigned hereby directs that: (a) the Bonds be issued to Capital One for the price of $2,573,000, and (b) the Treasurer deliver the Bonds to Capital One against receipt of payment therefor.

The purchase price of $2,573,000 shall be disbursed in accordance with the closing memorandum attached hereto as Exhibit B.

The Treasurer of the District is hereby designated as Bond Registrar and Paying Agent of the Bonds.

As Chairman, I hereby find and determine that no member of the Board or employee of the District has any private financial interest, profit or benefit in any contract, work or business of the District nor in the sale or lease of any property to or from the District. The proceeds of the Bonds are to be used for the payment of the costs of the Project and the issuance of the Bonds.

The payment of the Bonds is not being secured by a bond insurance policy.

Capitalized terms used herein and not otherwise defined shall have the meanings ascribed thereto in the Ordinance.

WAUKEGAN PORT DISTRICT

RESOLUTION 2026-R-50

A RESOLUTION ABATING THE TAX PREVIOUSLY LEVIED FOR THE YEAR 2026 TO PAY THE PRINCIPAL OF AND INTEREST ON $2,878,000 GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE), SERIES 2026, OF THE WAUKEGAN PORT DISTRICT, LAKE COUNTY, ILLINOIS

WHEREAS, the Waukegan Port District, Lake County, Illinois ("***District***") is a political subdivision, body politic, and municipal corporation established in accordance with the Waukegan Port District Act, 70 ILCS 1865/1 *et seq*. ("***Act***"); and

WHEREAS, Section 8 of the Act authorizes the District to borrow money and issue general obligation bonds; and

WHEREAS, the Waukegan Port District Board ("***Board***"), Lake County, Illinois, by Ordinance No. 2026-O-02, adopted on May 20, 2026 ("***Ordinance 2026-O-02***"), provided for the issuance of $2,878,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2026 ("***2026 Bonds***"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 2026 Bonds up to and including December 1, 2035; and

WHEREAS, the Board caused the 2026 Bonds to be issued in accordance with Ordinance 2026-O-02, and Section 11 of Ordinance 2026-O-02 establishes the annual tax levies for the 2026 Bonds, attached hereto as **Exhibit A** ("***2026 Bond Tax Levy Schedule***"); and

WHEREAS, the Board has determined that it is necessary, appropriate, and in the best interest of the District that the tax previously levied for the year 2026 to pay the principal of and interest on the 2026 Bonds be abated;

NOW, **THEREFORE, BE IT RESOLVED** by the Waukegan Port District Board, Lake County, Illinois, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the Board.

SECTION 2: ABATEMENT OF TAX.

The tax levied for the year 2026, payable in year 2027, upon all taxable property in the District, is hereby abated, as follows:

Levy Year	Amount of Ad Valorem Taxes Levied in 2026, payable in year 2027	Amount of Ad Valorem Taxes To Be Abated	Remainder of Tax To Be Extended Sufficient To Produce
2026	$355,370.00	$355,370.00	-0-

SECTION 3: FILING OF RESOLUTION. Upon the adoption of this Resolution, the Secretary of the District is directed to file a certified copy of this Resolution with the County Clerk of Lake County, Illinois.

SECTION 4: EFFECTIVE DATE. This Resolution will be in full force and effect upon its adoption by the Board and approval by the Chairman.

ADOPTED this ___ day of _____, 2026.

APPROVED this ___ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
CHAIRMAN

_____
TREASURER

EXHIBIT A

2026 BOND TAX LEVY SCHEDULE

For the Levy Year	A Tax Sufficient to Produce the Sum of:	
2026	$355,370.00	for principal and interest
2027	$355,615.00	for principal and interest
2028	$355,365.00	for principal and interest
2029	$355,620.00	for principal and interest
2030	$356,335.00	for principal and interest
2031	$355,465.00	for principal and interest
2032	$356,055.00	for principal and interest
2033	$356,015.00	for principal and interest
2034	$356,345.00	for principal and interest

Consent Agenda



WAUKEGAN
PORT DISTRICT
AIRPORT . MARINA . PORT

MINUTES

WAUKEGAN PORT DISTRICT
Board Meeting of 21 October 2026
4:00 p.m.

Waukegan National Airport
Administration Office/SRE Bldg.
2601 Plane Rest Drive
Waukegan IL 60087

The following Board Members were present:
Gene Bach
Jack Dye
Tom Evers
Becky Jones
Greg Petry
Paula Trigg
Ben Veal

The following Officer was present:
Bob Hamilton, Treasurer

District Counsel:
Peter Friedman

Members of the Port District Staff were present:
Edith Guerrero, Administrative Director, Airport
Joe Seidelmann, General Manager, Marina
Skip Goss, Director, Airport
Dominic Conover, Assistant Manager, Airport

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Call to Order

Chairman Dye called the meeting to order at 4:00 p.m.

Roll Call

Roll call was taken. All Board members were present.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Announcement of Remote Participants

No remote participants were announced.

Chairman Remarks

The Chairman introduced a new member of the airport administrative team and welcomed him to the District.

The Chairman recognized District staff and North Shore Jet Center personnel for their extensive efforts in preparing for and completing the FBO transition on schedule. The Chairman also noted that the meeting packet was distributed later than intended due to the volume of transition-related work and stated that staff would work to provide Board members with more review time in the future.

General Counsel Report

No new developments were reported regarding the pending federal litigation involving the District. The Board will be updated as further information becomes available.

Public Comment – (3 minutes per person)

Members of the public raised concerns regarding harbor dredging and aquatic weed control. Questions were asked about the extent of dredging and whether additional weed-control treatments could be authorized. Management indicated that dredging was underway and that mechanical harvesting and improved timing of weed control would be considered for future seasons.

A member of the public also expressed appreciation for Harbor staff and their work supporting customers during a demanding season.

Committee Reports

- Airport – The Committee did not provide a formal report, noting that its recent work focused on the FBO transition.
- Harbor – The Committee reviewed the Harbor schedule, dredging progress, and proposed use of the blue storage building. The Committee recommended approval of the items presented.
- Finance – The Committee recommended approval of the Harbor financial materials. Outstanding matters involving F3 remain under review, with a goal of resolving them by the November meeting. Review of Airport financial materials was deferred due to the timing of the materials. The annual budget process is beginning.
- Special Assignment / Ad Hoc – Development – The Committee reported on its initial meeting with City staff. A shared project list is being prepared to improve communication, identify potential grant opportunities, and coordinate District and City initiatives. Future discussions may include presentations to City staff and aldermen regarding District operations.
- Operations / Employee Policies Ad Hoc – Board members volunteered to participate in an ad hoc committee to review the employee handbook, operational procedures, and performance review structure. The matter is expected to return to the agenda at the next meeting.

Consent Agenda

The consent agenda included August 2026 electronic transfer and check approvals, August 2026 financial statements, and the September 2026 Regular Board Meeting minutes. The Harbor financial materials were approved; Airport-related financial materials were held for later consideration. The consent agenda was approved as presented, with the noted financial-material exceptions.

Harbor General Manager Remarks

Management provided updates on ongoing harbor operations, maintenance, and financial matters. Key activities include gate repairs being pursued through the contractor's insurance, continued winterization

DRAFT

efforts, and dredging work to improve navigability near the harbor entrance and within the harbor. The District is also following up on outstanding IDOT reimbursements.

Additional updates included tenant account balances, potential leasing opportunities for available space, and proposed short-term use of the vacant Water Street building for cold storage while longer-term development options are explored. Management is reviewing budget adjustments and operating expenses, including opportunities to reduce seasonal telecommunications costs.

The Port is also coordinating with regional partners in connection with an upcoming feature in Business View magazine to increase visibility and promote the Port's economic and regional presence.

2026-R-42 Approving Indoor Cold Storage License Agreement

- The Board discussed a proposed license agreement for short-term indoor storage at the vacant Water Street building. Discussion focused on the monthly rate, seasonal use, insurance requirements, and procedures for property left behind after expiration or default.
- The agreement and resolution were to be revised to clarify the rate. The resolution was approved subject to the discussed revisions.

2026-R-45 Approving Waukegan Harbor Marina 2027 Fees and Charges

- The Board reviewed proposed 2027 Harbor and Marina fees and charges. Management explained that rates were evaluated using market comparisons and demand by category rather than applying a uniform increase across all fees.
- Management stated that customers must pay in full and complete required documentation before entering the water. The resolution was approved.

Airport General Manager Remarks

Management reported that the October 1 FBO transition was successfully completed, with operations continuing to stabilize. Staffing is in place for line service, and ongoing efforts are focused on customer service, equipment, software, facility improvements, and competitive pricing. Initial operating results were positive and additional growth is anticipated through continued customer outreach.

Significant storm damage, estimated at approximately $2 million, remains a priority, with the District working with its legal team and Signature Aviation to coordinate repairs. Environmental testing at the existing fuel storage facility showed no soil or water exceedances, while planning continues for a new above-ground fuel farm and potential grant funding.

Airport improvement projects are progressing, including taxiway reconstruction, perimeter fencing, runway-related taxiway improvements, and hangar pavement planning. Management also provided updates on facility upgrades, winter equipment preparations, and the evaluation of aging HVAC systems, including the need for preventive maintenance and phased equipment replacement.

2026-R-36 Approving Consultant Service Agreement for Reconstruction of Taxiway E3 and F

- The Board considered a consultant service agreement for taxiway reconstruction. The funding split was discussed as 90% federal, 5% state, and 5% local. The resolution was approved.

DRAFT

2026-R-40 Approving Consultant Service Agreement with CMT for Perimeter Fencing Phase 6

- The Board considered a consultant service agreement for the next phase of perimeter fencing. The resolution was approved.

2026-R-46 Approving Amendment to Engineering Service Agreement with CMT for South Hangar Rehabilitation Phase 2

- The Board considered an amendment to the engineering service agreement reflecting changes to the project scope. The resolution was approved.

2026-R-37 Approving License Agreement with Uline, Inc.

- The Board considered an interim license agreement intended to bridge the period before a longer-term lease is developed. The resolution was approved.

2026-R-39 Approving Maintenance Agreement with Bassett Mechanical

- The Board discussed the proposed HVAC maintenance agreement, including preventive maintenance, service calls, repair coverage, equipment condition, and future replacement needs. Management indicated that a competitive procurement process would be pursued after immediate transition-related work is addressed. The resolution was approved.

2026-R-38 Ratifying Arrow Specialties Ground Support Equipment Purchases

- The Board considered ratification of ground support equipment purchases made to support FBO operations. The resolution was approved.

2026-R-41 Approving Purchase of Two Used F-350 Heavy-Duty Trucks for the FBO

- The Board considered purchasing two used heavy-duty trucks through GSA Fleet. The resolution was approved.

2026-R-43 Ratifying Purchase of Ground Maintenance Equipment from McCullough Implement Company

- The Board considered ratification of ground maintenance equipment purchases. The resolution was approved.

2026-R-44 Ratifying GSE International Ground Support Equipment Purchase

- The Board considered ratification of a ground support equipment purchase. The resolution was approved.

Board Comments

Board members expressed appreciation to District staff and the North Shore Jet Center team for completing the FBO transition and the transition from F3. Members described the transition as a significant milestone for the District.

Board members requested that future meeting packets allow adequate review time and include bookmarks or tabs to make lengthy materials and resolutions easier to navigate. The Board discussed the possibility of calling an interim meeting if urgent matters arise; otherwise, current items were expected to proceed at the next regular meeting.

Management advised that a request for a wheel loader may be brought forward to support winter operations, subject to identifying an appropriate purchase option and available budget.

DRAFT

Adjournment

The meeting was adjourned following a motion and second, with approval by voice vote.

SUBMITTED:

_____

Board Liaison

APPROVED:

_____

Chairman

DRAFT

FBO Manager Report



WAUKEGAN PORT DISTRICT

RESOLUTION 2026-R-47

A RESOLUTION RATIFYING PURCHASE OF TWO CLUB CAR VEHICLES FROM BROWN'S SERVICE/WISCONSIN GOLF, INC.

WHEREAS, the Waukegan Port District ("***District***") is a political subdivision, body politic, and municipal corporation established in accordance with the Waukegan Port District Act, 70 ILCS 1865/1 *et seq*. ("***Act***"); and

WHEREAS, the District owns and operates the Waukegan National Airport, a public facility ("***Airport***"), for the purposes of: (i) providing modern, safe, and efficient landing areas and terminal facilities for commercial and general aviation users of the Airport ("***Airport Users***"); and (ii) offering space and opportunities for Airport Users and commercial vendors catering to Airport Users to store, maintain, and provide additional ancillary services for aircraft used by Airport Users (collectively, "***Airport Purposes***"); and

WHEREAS, Sections 4.7 and 4.15 of the Act authorize the District to make and enter into contracts for the use, operation, and management of the Airport; and

WHEREAS, in order for the Airport to continue to adequately serve Airport Users and support Airport operations, the District has identified the need to acquire two vehicles for passenger transportation, maintenance, and other Airport support activities, consisting of: (i) a 2026 Club Car Villager 6; and (ii) a 2026 Club Car Carryall 502 (collectively, "***Vehicles***"); and

WHEREAS, the District participates in the joint purchasing program administered by Sourcewell ("***Sourcewell***"), which permits units of local government to purchase and lease commodities and services in accordance with the Governmental Joint Purchasing Act, 30 ILCS 525/1 *et seq.*, according to contracts negotiated by Sourcewell, resulting in significant savings for the District; and

WHEREAS, Brown's Service/Wisconsin Golf, Inc., of Walworth, Wisconsin ("***Vendor***"), through Sourcewell's competitively awarded contract pricing, proposed to provide the Vehicles for a total sales price of $31,260.00, consisting of: (i) $16,409.00 for the 2026 Club Car Villager 6, pursuant to Quote No. 1847, dated August 6, 2026; and (ii) $14,851.00 for the 2026 Club Car Carryall 502, pursuant to revised Quote No. 1848, dated August 7, 2026 (collectively, "***Quotes***"), copies of which are attached to this Resolution as **Exhibit A**; and

WHEREAS, the District purchased the Vehicles from Vendor pursuant to the Quotes; and

WHEREAS, the Waukegan Port District Board ("***Board***") has determined that it is in the best interest of the District to ratify the purchase of the Vehicles from Vendor;

NOW, THEREFORE, BE IT RESOLVED by the Waukegan Port District Board, Lake County, Illinois, as follows:

SECTION 1: **RECITALS**. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the Board.

SECTION 2: **RATIFICATION OF PURCHASE**. The Board ratifies the purchase of the Vehicles from Vendor: (i) in a total amount not to exceed $31,260.00; and (ii) pursuant to the Quotes attached to this Resolution as **Exhibit A**.

SECTION 3: **EFFECTIVE DATE**. This Resolution will be in full force and effect from and after its adoption and approval according to law.

ADOPTED this ____ day of _____, 2026.

APPROVED this ____ day of _____, 2026.

VOTE:AYES _____ NAYS _____ ABSENT _____

_____
Chairman

EXHIBIT A

BROWN'S SERVICE/WISCONSIN GOLF, INC. QUOTES

Club Car
TRANSPORTATION & UTILITY VEHICLES

QUOTATION
Reference No. 1847

PREPARED BY: Brown's Service/Wisconsin Golf, Inc
459 Madison Street
Walworth WI 53184
Email:
sbowlin@northshorejetcenter.com

Phone Number 262-394-5505
Fax: 262-394-5508

DATE OF QUOTE: *8/6/2026*

PREPARED FOR: Waukegan National Airport
2601 W. Plane Rest Drive
Waukegan, IL. 60087

864-498-2248 *Steve Bowlin*

WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTATION:

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	**2026 Club Car Villager 6 - Gas**		$ 17,792.00
	Accessories Included		
	Non Lifted		
	Kohler 14hp EFI 4 Stroke Engine		
	White / Beige In Color		
	Standard Gray Seat Cushions		
	OEM Fixed Rear Seat Kit		
	18"x 8.5"- 8 6 Ply Tires		
	Extended Black Canopy Top	$1,323.00	
	Clear Hinged Windshield	$258.00	
	Deluxe Light Package	$150.00	
	(head, tail, brake lights, turn signals, horn)		
	5 Panel Mirror	**$92.00**	
	Heavy Duty Front Brush Guard	$384.00	
	Passenger Side Cup Holder	$37.00	
	Differential Guard	**$46.00**	
	USB Charger Port	$117.00	
	Club Car Freight To Dealer		795.00
	Dealer Prep Fee		**$ 250.00**
	Delivery Fee		$ 240.00
	Sourcewell Program		**$ (2,668.00)**
	Sub Total		$ 16,409.00
	Sales Tax (5.5%)		Exempt
	Grand Total		**$ 16,409.00**
	***** Thank You *****		

Prices quoted are those in effect at the time of quotation and are guaranteed for 15 days after the quote.
All payments must be made in full to Brown's Service/Wisconsin Golf, Inc. prior to delivery.

Accepted By: [signature]
Company: Waukegan Port District d.b.a. North Shore Jet Center
Date: 8-10-2026

Brown's Service/Wisconsin Golf, Inc.
By: [signature]
Date: 8/8/26

Club Car
TRANSPORTATION & UTILITY VEHICLES

QUOTATION
Reference No. 1848
Revised

PREPARED BY: Brown's Service/Wisconsin Golf, Inc
459 Madison Street
Walworth WI 53184
Email:
sbowlin@northshorejetcenter.com

Phone Number 262-394-5505
Fax: 262-394-5508

DATE OF QUOTE: *8/7/2026*

PREPARED FOR: Waukegan National Airport
2601 W. Plane Rest Drive
Waukegan, IL. 60087

864-498-2248 *Steve Bowlin*

WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTATION:

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	**2026 Club Car Carryall 502 - Gas**		$ 15,959.00
	Accessories Included		
	Non Lifted		
	Kohler 14hp EFI 4 Stroke Engine		
	OEM Color Choice		
	Standard Gray Seat Cushions		
	Medium Aluminum Cargo Box	$ 865.00	
	18"x 8.5"- 8 6 Ply Tires		
	Black Canopy Top	$599.00	
	Clear Hinged Windshield	$200.00	
	Deluxe LED Light Package	$626.00	
	(head, tail, brake lights, turn signals, horn)		
	5 Panel Mirror	**$92.00**	
	Heavy Duty Front Brush Guard	$384.00	
	Passenger Side Cup Holder	$37.00	
	Differential Guard	**$46.00**	
	USB Charger Port	$117.00	
	2" Receiver Style Traler Hitch	$119.00	
	VersAttach Laddler Rack	**$635.00**	
	Club Car Freight To Dealer		**$ 795.00**
	Dealer Prep		**$ 250.00**
	Deliver Fee		$ 240.00
	Sourcewell Program		**$ (2,393.00)**
	Sub Total		$ 14,851.00
	Sales Tax (5.5%)		EXEMPT
	Grand Total		**$ 14,851.00**
	***** Thanks You *****		

Prices quoted are those in effect at the time of quotation and are guaranteed for 15 days after the quote.
All payments must be made in full to Brown's Service/Wisconsin Golf, Inc. prior to delivery.

Accepted By: SC
Company: Waukegan Port District d.b.a. Nort Shore Jet Center
Date: 8/10/2026

Brown's Service/Wisconsin Golf, Inc.
By: Joseph Brown
Date: 8/10/26

WAUKEGAN PORT DISTRICT

RESOLUTION 2026-R-52

A RESOLUTION APPROVING LICENSE AGREEMENT WITH SKILL AVIATION SERVICES, LLC

WHEREAS, the Waukegan Port District ("***District***") is a political subdivision, body politic, and municipal corporation established in accordance with the Waukegan Port District Act, 70 ILCS 1865/1, *et seq.* ("***Act***"); and

WHEREAS, the District owns and operates the Waukegan National Airport, a public facility ("***Airport***"), for the purposes of: (i) providing modern, safe, and efficient landing areas and terminal facilities for commercial and general aviation users of the Airport ("***Airport Users***"), and (ii) offering space and opportunities for Airport Users and commercial vendors catering to Airport Users to store Airport-related materials, maintain Airport-related equipment, and provide additional ancillary services (collectively, "***Airport Activities***"); and

WHEREAS, Sections 4.5, 4.7, and Section 5 of the Act authorize the District to make and enter into contracts for the use of the Airport, facilities, or lands; and

WHEREAS, the District is the record title owner of that certain parcel of real property with the common address of 2346 West Beach Road, Waukegan, IL 60087, located at the Airport ("***Hangar Property***"); and

WHEREAS, the Hangar Property is improved with, among other things, aircraft hangars designated as Hangars B4 and B8 (collectively, the "***Licensed Premises***"); and

WHEREAS, Skill Aviation Services, LLC, an Illinois limited liability company (***"Licensee"***) desires to use and occupy the Property for the purpose of storing aircraft; and

WHEREAS, the Waukegan Port District Board (***"Board"***) has determined that it is in the best interest of the District to enter into a license agreement with Licensee for the use and occupancy of the Property (***"License Agreement"***);

NOW, THEREFORE, BE IT RESOLVED by the Waukegan Port District Board, Lake County, Illinois, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the Board.

SECTION 2: APPROVAL OF LICENSE AGREEMENT. The Board hereby approves the License Agreement in substantially the form attached to this Resolution as **Exhibit A**, and in a final form approved by the Chairman and the District General Counsel.

SECTION 3: AUTHORIZATION TO EXECUTE LICENSE AGREEMENT. The Board hereby authorizes and directs the Chairman to execute, on behalf of the District, the final

License Agreement upon receipt by the Chairman of at least one original copy of the final License Agreement executed by Licensee; provided, however, that if the executed copy of the License Agreement is not received by the Chairman within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the Board, be null and void.

SECTION 4: EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval according to law.

PASSED this ___ day of _____ 2026.

APPROVED this ___ day of _____ 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____

CHAIRMAN

EXHIBIT A

LICENSE AGREEMENT

LICENSE AGREEMENT
(HANGAR SPACE D, E)

THIS LICENSE AGREEMENT (***"Agreement"***) is made effective this 1st day of October, 2026 (***"Effective Date"***), by and between the **WAUKEGAN PORT DISTRICT,** an Illinois political subdivision, body politic and municipal corporation, pursuant to the Waukegan Port District Act, 70 ILCS 1865/1 *et seq*. (***"District"***), and **SKILL AVIATION SERVICES, LLC**, an Illinois limited liability company (***"Licensee"***).

R E C I T A L S:

WHEREAS, the District is the owner of the real property commonly known as 2346 W. Beach Rd, Waukegan, Illinois 60087 (***"Hangar Property"***), located at the Waukegan National Airport; and

WHEREAS, Licensee has requested permission to use and occupy all portions of aircraft hangars on the Hangar Property designated by the District as Hangars B4 and B8, and as further described in **Exhibit A** attached hereto and made a part hereof (***"Licensed Premises"***), to store the aircraft owned, operated, or managed by Licensee described in **Exhibit B** attached hereto and made a part hereof (***"Aircraft"***); and

WHEREAS, the parties are executing this Agreement to memorialize their respective rights and responsibilities with respect to Licensee's occupancy of the Licensed Premises; and

WHEREAS, in consideration of, and subject to, the terms of this Agreement, the District is willing to allow Licensee to occupy the Licensed Premises, and, subject to the terms of this Agreement, Licensee will occupy the Licensed Premises; and

WHEREAS, the Board of the District has determined that it is useful to the District to grant a license to Licensee as provided in this Agreement; and

WHEREAS, Licensee is authorized to enter into this Agreement and to perform the covenants and promises herein made and undertaken;

NOW, THEREFORE, in consideration of the mutual consideration exchanged between the parties as set forth herein, the sufficiency and receipt of which are mutually acknowledged, the parties agree as follows:

SECTION 1. RECITALS. The Recitals are incorporated into this Agreement as substantive terms of this Agreement.

SECTION 2. GRANT AND TERM OF LICENSE.

A. Grant of License. Subject to the terms and conditions set forth in this Agreement, the District grants to Licensee, and Licensee accepts a revocable license for the benefit of Licensee for the use and occupancy of the Licensed Premises for Flight Training (***"License"***). The Licensed

Premises may only be used for flight training, aircraft management and ancillary activity to maintain the training and managed aircraft.

B. Limitation of Interest. Licensee acknowledges and agrees that nothing in this Agreement is to be interpreted to authorize Licensee to alter the Licensed Premises in any way. The License does not grant Licensee any estate or interest in the Licensed Premises or the Hangar Property. Additionally, the License does not convey any right, title, or interest of any kind (including any ownership or leasehold interest) in the Licensed Premises, but is a revocable license only for the use and occupancy of the Licensed Premises for the limited purposes stated in this Agreement.

C. As-Is, Where Is. Licensee accepts delivery of the Licensed Premises in its **AS-IS WITH ALL FAULTS** condition. The District has no responsibility for preparing the Licensed Premises in any manner for Licensee's occupancy. Licensee agrees to vacate the Licensed Premises on the Termination Date, leaving it in the same condition as received by Licensee on the Effective Date except for further deterioration caused by existing faults

D. Term. The License is for a term (***"Term"***) commencing on the Effective Date and ending on the sooner of 30 September 2027 or the occurrence of a terminating event as described in Section 9 of this Agreement (***"Termination Date"***). Licensee reserves the exclusive right to extend the Term upon thirty (30) days advance notice to the District.

E. Reservation of Rights. The District hereby reserves the right to use the Licensed Premises in any manner that will not prevent, impede, or interfere in any way with the exercise by the Licensee of the rights granted pursuant to this Agreement. The District retains the right to grant other licenses or easements, including, without limitation, licenses or easements for utility purposes, over, along, upon, under or across the Licensed Premises. The District reserves its right of full and normal access to the Licensed Premises for the maintenance of any existing or future building or utility located thereon. The District also reserves the right, but not the obligation, to conduct ongoing maintenance of the Licensed Premises.

F. Entry. The District may enter the Licensed Premises at any time to make repairs, additions, or alterations that may be necessary for the safety, improvement and preservation of the Licensed Premises or property in the vicinity of it. The District may inspect the Licensed Area at any time to determine compliance with the terms and conditions of this Agreement.

SECTION 3. LICENSE FEE; DEPOSIT.

A. License Fee. Licensee will pay the District a license fee equal to **$6,000.00** (***"License Fee"***) per month and a Common Area Maintenance Fee of $500.00 per month ("***CAM Fee***"). The Licensee must pay the License Fee and the CAM Fee in advance and on or before the first day of each month this Agreement is in effect. If any required fee or sum is not paid promptly when due, or in the event Licensee violates any of the terms of this License, Licensee must vacate the Licensed Premises immediately and the District will retain all sums received prior to such termination. Termination of this Agreement does not and will not relieve Licensee of any liability for acts prior to Licensee vacating the Licensed Premises or as a consequence of Licensee occupying or arranging for occupying the Licensed Premises. All fees and sums due under this

section are payable without notice, setoff, demand, or deduction. If the Term continues for more than 12 months, on each anniversary of the Effective Date the then-current License Fee will increase by the greater of (i) 3.5% or (ii) the percentage increase in the Consumer Price Index for All Urban Consumers (CPI-U), All Items, published by the U.S. Bureau of Labor Statistics, measured in the manner reasonably selected by the District. Failure to give notice of an adjustment will not waive the District's right to collect the adjusted amount retroactive to the applicable anniversary date.

B. Late Charges; Application of Payments. Any payment not received within seven calendar days after its due date is subject to a late charge equal to the greater of $100 or 10% of the amount due, but not more than the maximum permitted by law. Any amount remaining unpaid after any applicable grace or cure period will bear interest at 1.5% per month, not to exceed the maximum permitted by law. Unless prohibited by law, the District may apply payments received from Licensee to any obligation of Licensee under this Agreement in such order and amounts as the District determines in its sole discretion.

C. Deposit. Licensee must deposit with the District an amount of **$6,000.00** (***"Deposit"***) at least seven days prior to the Effective Date as a security, which the District may apply or use toward any allowable deductions to the Deposit. Allowable deductions include, but are not limited to: unpaid License Fee(s), damage to the Licensed Premises after the Effective Date, removal of trash or other rubbish from the Licensed Premises, disposal of abandoned property, and replacement or repair of any of the District's damaged or missing fixtures, equipment, buildings, utilities, or property. Within seven days of the Termination Date, the District will return the Deposit to Licensee, net of any allowed deductions, at Licensee's address and attention as stipulated in this Agreement. If the District applies any portion of the Deposit, or if the License Fee increases, Licensee must, within 10 business days after written demand, restore the Deposit to the amount required by the District. Application of the Deposit does not waive any other right or remedy of the District. Any unused portion of the Deposit will be returned without interest only after Licensee has fully performed all obligations surviving or arising at the end of the Term.

SECTION 4. PROHIBITED USE OF THE LICENSED PREMISES.

A. Dangerous or Noxious Activity. Licensee may not do or permit anything to be done on the Licensed Premises or the Hangar Property, or bring or keep anything thereon which will, in any way, increase the rate of fire or other insurance maintained on the Licensed Premises and the Hangar Property by the District, or invalidate or conflict with the fire insurance policies on the Licensed Premises and the Hangar Property, or obstruct or interfere with the rights of the District. Licensee may not permit any objectionable or unpleasant odors, smoke, dust, gas, noise, or vibrations to emanate from the Licensed Premises or the Hangar Property, nor take any other action that would constitute a nuisance or would disturb, interfere with, or endanger the District or any other users of the Licensed Premises or the Hangar Property. Licensee must comply with all of the District's rules and regulations for the Licensed Premises and the Hangar Property, as may be reasonably amended or modified from time to time. Ordinary operation of aircraft including but not limited to fuel tank inspections, shall not constitute dangerous or noxious activity within the meaning of this section.

B. Hazardous Materials Prohibited. Subject to Section 4.C below, Licensee may not generate, use, store, or dispose of any Hazardous Materials in, on, or about the Licensed Premises or the Hangar Property. Hazardous Materials means (a) "hazardous wastes," as defined by the Resource conservation and Recovery Act of 1976, as amended from time to time, (b) "hazardous substances," as defined by the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended from time to time, (c) "toxic substances," as defined by the Toxic Substances Control Act, as amended from time to time, (d) "hazardous materials," as defined by the Hazardous Materials Transportation Act, as amended from time to time, (e) oil or other petroleum products, and (f) any substance whose presence could be detrimental to the Licensed Premises or the Hangar Property, or hazardous to health or the environment. Hazardous Materials shall not include materials necessary and appropriate to normal flight operations. Licensee must indemnify, defend, and hold the District and all of its officials, officers, employees, attorneys, and agents harmless from claims, damages, fines, judgments, penalties, costs, liabilities, or losses arising during or after the term of this Agreement and arising from Licensee's breach of this Section and Section 4.C below.

C. Fuel and Flammable Liquid Storage. Licensee will not store any lubricating oil in or around the Licensed Premises or the Hangar Property, unless the lubricating oil is safely stored in containers expressly designed for lubricating oils and there are no more than 55 gallons of lubricating oils in or around the Licensed Premises or the Hangar Property. Licensee will not store more than 55 gallons of waste oil of any type or quantity in or around the Licensed Premises or the Hangar Property. Licensee may not store more than 5 gallons of kerosene or propane used in engine pre-heaters in approved containers in or around the Licensed Premises or the Hangar Property during the months of October, November, December, January, February, March, and April. All combustion-based preheating of the Aircraft must be performed outside the hangar on the Licensed Premises. Licensee must abide by all State, Federal and local laws regulating the transportation of Flammable Liquids and Hazardous Materials.

D. Restricted Areas. Licensee must prevent unauthorized vehicles and persons from entering restricted areas at the Waukegan National Airport. Restricted areas include, without limitation, runways, taxiways, and aircraft parking areas. Licensee must take all reasonable measures necessary to prevent unauthorized vehicles and persons from entering restricted areas. Licensee and its employees, agents, contractors, subcontractors, invitees, vendors, and other representatives (collectively, the "***Licensee Group***") must, at Licensee's sole cost, comply with all applicable Airport security requirements, Federal Aviation Regulations, Transportation Security Administration requirements, and Airport security programs, as amended from time to time. Licensee is responsible for all fines and penalties incurred by the District arising from acts or omissions of the Licensee Group and must immediately cure any security deficiency. If Licensee fails to cure promptly, the District may do so and Licensee must reimburse all related costs and expenses upon demand.

E. No Public View. Licensee will keep no articles, goods, materials, items, salvage, or lubricants in the open or exposed to the public view. Operable aircraft or aircraft undergoing temporary repairs are not to be considered articles or goods.

F. Storage and Vehicle Restrictions. Licensee will not store, maintain, or operate any motor vehicle, recreational vehicle, boat, inoperable equipment, or non-airworthy aircraft in, around, or upon the Licensed Premises or Hangar Property. Temporary parking or storage of any aircraft other than flight school or managed is prohibited without the District's prior written consent.

G. Signage. Licensee will not place or permit any sign, insignia, advertisement, or other identification on or about the Licensed Premises without the District's prior written consent, which may be withheld in the District's sole discretion.

SECTION 5. UTILITIES; MAINTENANCE; RESTORATION; REPAIR.

A. Utilities and Refuse. Licensee will, at Licensee's own expense, obtain gas (hangar B8 only), and communications utility services, in its own name. Licensee is responsible for and agrees to cause to be removed from the Licensed Premises, at its own expense, all waste, garbage, and rubbish, and agrees not to deposit same on the premises, except temporarily in connection with collection for removal. The District will be responsible for all other utilities, maintenance, and repair supplying the Licensed Premises.

B. Snow. Licensee will keep hangar door tracks and openings on and around the Licensed Premises free from snow and ice. Licensee will move snow from the front of the hangar on and around the Licensed Premises to a distance of five feet of clear space to facilitate snow removal by large District equipment near the hangars.

C. Maintenance. The District must maintain the Licensed Premises in good and safe condition at all times and in compliance at all times with applicable federal, State of Illinois, and local laws, ordinances, and regulations. Licensee will make reasonable efforts to alert the District to any maintenance issues.

D. No Construction. With the exception of ordinary furnishings and wall décor, Licensee may not put any holes into the Licensed Premises or use any substance that would leave residue on doors, windows, walls, furniture, fixtures, or equipment in and about the Licensed Premises. Licensee may not make any substantial alteration, improvement, or addition to the Licensed Premises without the prior written approval of the District, such approval not to be unreasonably withheld. If Licensee desires to make any substantial alteration, improvements, or additions to the Licensed Premises, Licensee must first notify the District in writing and must provide the District with appropriate evidence of Licensees' ability to pay for such work and materials in full, and if requested by the District, must deposit with the District at such time such security for the payment of said work and materials as the District may require. All alterations, additions and improvements must be installed lien free and in a good, workmanlike manner and only new, high-grade materials may be used. All such work must be done only by contractors or mechanics approved by the District and are subject to the District's scheduling requirements and regulations. Licensee further agrees to hold the District harmless from all liabilities of every kind and description which may arise out of or be connected in any way with said alterations, additions, or improvements. Before commencing any work in connection with such alterations, additions or improvements, Licensee must furnish the District with certificates of insurance from all contractors

performing labor or furnishing materials insuring the District against all liabilities which may arise out of or be connected in any way with said alterations, additions, or improvements. The District, in its sole discretion, will determine the amount and type of insurance to be provided by each contractor pursuant to this Section. Licensee must permit the District to supervise construction operations in connection with the foregoing work if the District requests to do so. Licensee must pay the cost of all such alterations, additions, and improvements, as well as the cost of repairing any damage to the Licensed Premises occasioned by such alterations, additions, and improvements, including the cost of labor and materials, contractors' profits, overhead and general conditions, and a reasonable fee to the District. Upon completing any alterations, additions, or improvements, Licensee must furnish the District with contractors' affidavits in the form required by law, and full and final waivers of lien and receipted bills covering all labor and materials expended and used. All alterations, additions and improvements must comply with all insurance requirements, with all city and county ordinances and regulations, and with the requirements of all state and federal statutes and regulations. Upon expiration or termination, all fixtures, additions, and improvements installed by or for Licensee, excluding movable furniture and trade fixtures, will, at the District's sole option, either (i) become the property of the District without compensation to Licensee or (ii) be removed promptly by Licensee at its sole cost, with Licensee restoring the Licensed Premises and repairing all resulting damage.

E. Repair by Licensee. Within 30 days or such other period as may be reasonably necessary after any disturbance or damage to the Licensed Premises, any public rights-of-way, the District's property, or privately-owned property caused by, or related to, Licensee's activities on the Licensed Premises or the Hangar Property, Licensee must restore or repair or be in the process of restoring or repairing all property disturbed or damaged by Licensee's use of the Licensed Premises or the Hangar Property to a condition substantially similar to that which existed prior to the work. Licensee's restoration and repair obligations in this Section 5.E survive the termination of this Agreement.

F. Repair by the District. Within 30 days or such other period as may be reasonably necessary after notice from Licensee of any disturbance or damage to the Licensed Premises, any public rights-of-way, or privately-owned property caused by, or related to, the Hangar Property not caused by Licensee, the District must restore or repair or be in the process of restoring or repairing all property disturbed or damaged to a condition substantially similar to that which existed prior to the work.

G. Restoration. If either party fails to reasonably fulfill its obligation to restore or repair any disturbance or damage within the required time period, then the other party may undertake the restoration or repairs, at its expense, using its own forces or third-party forces. The party failing to fulfill its obligation to retore or repair must reimburse the other party for all costs and expenses incurred by the other party related to the restoration or repairs, including reasonable administrative costs, within 21 days after receipt of an invoice of those costs and expenses. That invoice must include reasonable detail of the costs and expenses and must include receipts or other documents when available. If the invoiced party fails to pay within the 21-day period, then the invoicing party may issue a notice of termination if payment is not received within 14 days after the date of that notice. If Licensee fails to pay the District within that 14-day period or such other

period as may be agreed by the parties, then the District may immediately terminate this Agreement. Licensee's restoration and repair obligations in this Section 5.G survive the termination of this Agreement.

SECTION 6. LIABILITY AND INDEMNITY OF THE DISTRICT.

A. Waiver of Liability. Unless caused by a negligent, willful and wanton, intentional, or malicious act of or breach of this Agreement by the District, Licensee waives claims it may have against the District for any damage or loss sustained by Licensee, including, without limitation, damage or loss of any property belonging to Licensee or Licensee's employees, agents, customers, affiliates, vendors, contractors, or subcontractors. Licensee is solely responsible for securing and locking the Aircraft and all personal property. Any security or safety measures employed by the District are for the District's own interests and do not make the District a guarantor of the security or safety of Licensee, the Licensee Group, the Aircraft, or other property. Licensee assumes all risk of loss or damage to the Aircraft caused by inclement weather and, with the exception of damages attributable to the negligence or legal non-compliance of the District, to the fullest extent permitted by law and subject to the first sentence of this subsection, releases and waives claims against the District arising from such weather-related loss or damage and waives rights of subrogation for itself and its insurers.

B. Indemnification. To the fullest extent permitted by law and upon written request of an Indemnitee, the Indemnifying Party will defend, hold harmless, and indemnify the Indemnitee and all of its officials, officers, employees, attorneys, and agents from and against third-party claims alleging injuries, deaths, losses, damages, claims, demands, suits, liabilities, judgments, costs, and expenses, including reasonable attorneys' fees (collectively, ***"Claims"*** and each, a ***"Claim"***), to the extent they arise out of, or result from, whether directly or indirectly, any negligence, wrongful act or omission, or reckless or willful misconduct of the Indemnifying Party or any of its affiliates, officials, officers, employees, agents, contractors, or subcontractors in the ownership. use or occupancy of the Hangar Property or Licensed Premises. The indemnification required hereunder is not limited by the amount of the insurance to be maintained, as set forth in Section 7 of this Agreement.

C. Attorney Fees. In the event of a judicial proceeding brought by one party against the other party, the prevailing party in the judicial proceeding will be entitled to reimbursement from the unsuccessful party of all costs and expenses, including reasonable attorneys' fees, incurred in connection with the judicial proceeding. Each party's obligations in this Section 6 survive the termination of this Agreement.

SECTION 7. INSURANCE. Licensee must, at all times during the Term, at its sole cost and expense, procure and maintain the following insurance: (i) commercial general liability insurance with limits of 1; (ii) aircraft hull insurance on an all-risk basis for 100% of the full value of the Aircraft; (iii) aircraft liability insurance (ground and flight), including passenger bodily injury and property damage, with a combined single limit not less than the applicable commercial general liability limit; (iv) automobile liability insurance with a $1,000,000 combined single limit if Licensee has a vehicle operated at the Airport National Airport; all-risk property insurance at full replacement value for Licensee-owned alterations or improvements installed by Licensee; and (v) workers' compensation as required by law and employer's liability insurance of at least

$500,000 per occurrence and $500,000 aggregate if Licensee has employees. All policies must be issued by insurers authorized to do business in Illinois and rated at least B++ / VIII by A.M. Best or a comparable nationally recognized rating organization. All liability policies, other than workers' compensation and employer's liability, must include the District and its officials, officers, employees, attorneys, and agents as additional insureds on a primary and noncontributory basis to insurance maintained by the District, include cross-liability/separation-of-insureds coverage where applicable, and contain a waiver of subrogation in favor of the District and such additional insureds. Licensee must provide at least 30 days' advance written notice of cancellation or adverse change. The insurance requirements do not limit Licensee's liability or indemnity obligations.

SECTION 8. EVENTS OF DEFAULT; REMEDIES.

A. Events of Default. Each of the following events constitute, and are referred to as, an "Event of Default":

(i) If Licensee fails to pay any fee or other amount or charge that it is obligated to pay by any provision of this License, when and as due and payable hereunder; or

(ii) If Licensee fails to timely vacate the Licensed Premises on or before the Termination Date, or earlier termination of this Agreement; or

(iii) If either party fails to perform any of its obligations under the provisions of this Agreement after 10 days' notice by the non-defaulting party of the failure to perform; provided, however, that no notice is required to be given to Licensee for the delinquent payment of any fees or other amounts or charges or Licensees failure to timely vacate the Licensed Premises on or before the Termination Date.

(iv) If either party ceases to do business as a going concern, makes an assignment for the benefit of creditors, becomes the subject of a bankruptcy or other debtor-protection proceeding, or suffers seizure or attachment of this Agreement, the Licensed Premises, or material property located therein; or

(v) If either party assigns, transfers, sublets, encumbers, or permits use of the Licensed Premises in violation of Section 16.

B. Remedies. On the occurrence of any Event of Default, the non-defaulting party may take any or all of the following actions:

(i) In the event of Licensee's failure to timely vacate the Licensed Premises, Licensee is liable for a daily-assessed occupancy penalty of twice the prorated Licensee Fee.

(ii) Perform on behalf of and at the expense of Licensee any obligation of Licensee under this Agreement which Licensee has failed to perform,

including but not limited to District removing Licensee's property from the Licensed Premises without prior notice to Licensee, the total cost of which performance by District, must be payable by Licensee to District upon demand.

(iii) Exercise all legal or equitable rights and remedies to remove Licensee from the Licensed Premises which it may have by law or otherwise, including but not limited to reentry or taking possession of the Licensed Premises, and any personal property therein.

(iv) Hold the defaulting party responsible for all liabilities, causes of action, damages, losses, costs or expenses (including attorneys' fees) arising from or connected to such Event of Default, including but not limited to: (1) any attorneys' fees incurred in recovering possession of the Licensed Premises and otherwise enforcing the terms of this License; and (2) the loss of any proposed subsequent occupant or tenant for all or any portion of the Licensed Premises.

(v) Terminate this Agreement.

C. Survival. The obligations and provisions set forth in this Section survive the termination of this Agreement.

D. Cumulative Remedies; No Election. Each party's rights and remedies are cumulative and in addition to all rights and remedies available at law or in equity. Exercise of any one right or remedy will not constitute an election or waive, diminish, or prejudice any other right or remedy.

SECTION 9. TERMINATION OF AGREEMENT.

A. Termination by Licensee. Subject to the conditions stated in this Subsection 9.A, and notwithstanding Section 8(A) of this Agreement, Licensee may terminate this Agreement at any time and for any reason upon 30 days advance written notice to the District of its intention to terminate. In the event of termination by Licensee, all unfulfilled or unfinished obligations of Licensee under this Agreement, whether payment obligations, restoration or repair obligations, or any other obligation, will survive termination, and Licensee will continue to be responsible and liable for completion of all unfulfilled or unfinished obligations.

C. Condition of Licensed Premises after Vacation of Licensed Premises. Within a reasonable number of days after the termination of this Agreement, Licensee must leave the Licensed Premises in the same condition as received by Licensee on the Effective Date, subject to any reasonable wear and tear and any deterioration due to existing faults. Licensee must remove Licensees' furniture, machinery, trade fixtures and all other items of movable personal property of every kind and description from the Licensed Premises and the Hangar Property and repair any damage to the Licensed Premises or the Hangar Property caused by such removal, with such removal and restoration to be reasonably performed on or prior to the Termination Date or the sooner termination of this Agreement pursuant to this Section. If Licensee fails to remove such items, or make such reasonable repairs, District may do so, and Licensee must pay to District, upon

demand, the costs incurred by the District in removing Licensee's property and restoring the Licensed Premises or the Hangar Property.

SECTION 10. AMENDMENTS. No amendment or modification to this Agreement will be effective until it is reduced to writing and approved and executed by all parties to this Agreement in accordance with all applicable statutory procedures.

SECTION 11. GOVERNING LAW; VENUE; JURY WAIVER. This Agreement will be governed, interpreted, and construed in accordance with the laws, but not the conflicts of law rules, of the State of Illinois. The venue for any dispute between the parties will be in the Nineteenth Judicial Circuit Court in Lake County, Illinois, or the United States District Court for the Northern District of Illinois. The parties mutually waive any right they may have to a trial by jury in any action, proceeding, counterclaim other than compulsory counterclaims or cross claims brought by either of the parties against the other on or in respect to of any matter whatsoever arising out of or in any way connected with this License, the relationship between the District and Licensee under this Agreement, Licensee's use or occupancy of the Licensed Premises or the Hangar Property, any claim of injury or damage, or Licensee's failure to vacate the Licensed Premises on or before the Termination Date.

SECTION 12. TAXES. Nothing contained in this Agreement will be construed to exempt either party from any fee, tax, or assessment that is or may be hereafter lawfully imposed, and each party will be responsible for the payment of any taxes assessed relative to its ownership or use of the Licensed Premises or the Hangar Property. The District is responsible for any property taxes.

SECTION 13. NO WAIVER. The waiver by a party of a particular breach of this Agreement or the failure of a party to enforce a particular term of this Agreement at any particular time, or for any period of time, will not be construed or deemed to be a waiver any other breach or a bar from enforcing any other term.

SECTION 14. NOTICE. A notice under this Agreement must be in writing and will be deemed to be served effectively when deposited in the mail with sufficient first-class postage affixed and addressed to the party at the party's place of business. Notices must be addressed as follows:

If to District:
Waukegan Port District
2601 Plane Rest Drive
Waukegan, IL 60087
Attn: Edith Guerrero

With a copy to:
Elrod Friedman LLP
350 North Clark Street, Second Floor
Chicago, IL 60654
Attn: Peter Friedman

If to Licensee:
Skill Aviation Services LLC
2346 W. Beach Road
Waukegan, IL 60087

Attn: Kilian Bartsch

Each party may designate by notice in writing the new address to which any notices, requests and payments may be sent or delivered.

SECTION 15. GOOD FAITH COOPERATION. Licensee and the District agree that in the event a decision by a regulatory authority at the federal, state, or local level requires modifications of this Agreement then Licensee and the District will negotiate in good faith to modify this Agreement to permit each of them, to the extent practicable, to enjoy the intended benefits of this Agreement. Licensee and the District otherwise mutually agree to cooperate with each other in good faith to perform their duties and obligations under this Agreement.

SECTION 16. TRANSFER OR ASSIGNMENT OF AGREEMENT. This Agreement is binding on, and inures to the benefit of the District and Licensee their successors and assigns. Except as stated in this Section, neither party has any right or authority to transfer or assign the License, this Agreement, or any interest in any part of the License or this Agreement without the prior, express, written consent of the other party, which consent may not be unreasonably withheld. Without limiting the foregoing, neither party may sublet the Licensed Premises; mortgage, pledge, hypothecate, or encumber this Agreement or any interest in it; permit use of the Licensed Premises by another party; or substitute any aircraft for the Aircraft without the District's prior written consent, which may not be unreasonably withheld. Consent to any transaction does not release a party from its obligations unless expressly agreed in writing. Any transaction in violation of this Section is null and void and constitutes an immediate Event of Default for which no cure period is required. For purposes of this Section, an assignment includes a transfer by merger, consolidation, liquidation, operation of law, or any direct or indirect change of control of Licensee.

SECTION 17. FORCE MAJEURE. If the Licensed Premises becomes unusable by reason of fire or other reasonably irreparable casualty, or if the Licensed Premises are lawfully taken or condemned for any public or quasi-public use or purpose, then this Agreement will terminate, and neither party will have further liability or obligation to Licensee under this Agreement. The Licensee shall be entitled to return of its security and no further payments shall become due. In no event will either party be responsible for, any failure or interruption in utility services, strike, lock-out or other labor troubles, government restrictions or limitations, riot, war, insurrection or other national or local emergency, accident, flood, fire or other casualty, adverse weather condition, other act of God, or other causes similar or dissimilar to any of the foregoing, or for any damage directly or indirectly caused thereby.

SECTION 18. SEVERABILITY. If any provision of this Agreement is construed or held to be void, invalid, illegal, or unenforceable in any respect, the remaining part of that provision and the remaining provisions of this Agreement will not be affected, impaired, or invalidated thereby, but will remain in full force and effect. The unenforceability of any provision of this Agreement will not affect the enforceability of that provision in any other situation.

SECTION 19. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties and supersedes any and all prior agreements and negotiations

between the parties, whether written or oral, relating to the License granted pursuant to this Agreement.

SECTION 20. THIRD-PARTY VENDORS. Any third-party vendor seeking access to the Licensed Premises or Hangar Property to perform commercial activity must, before entry, execute a release or access agreement in a form acceptable to the District, provide certificates of insurance evidencing coverage required by the District, and obtain the District's prior written authorization. Licensee bears all costs of ensuring vendor compliance with Airport, FAA, TSA, and other governmental requirements, including security, identification, and access requirements. Licensee must ensure that vendor activities do not interfere with the District, other Airport users, aircraft operations, ingress, or egress.

SECTION 21. ENVIRONMENTAL COMPLIANCE; AUDITS; REMEDIATION. Without limiting Section 4, to the extent any Hazardous Materials or other regulated substances are permitted under this Agreement or are brought onto the Licensed Premises or Hangar Property by the Licensee Group, Licensee is solely responsible for their lawful storage, handling, documentation, removal, and disposal and for any resulting contamination directly attributable to a breach of this provision. The District may, upon reasonable advance notice, enter the Licensed Premises to conduct environmental inspections or audits. If contamination directly attributable to the Licensee Group is identified, Licensee must begin corrective action within seven (7) days after written notice and diligently begin remediation to the reasonable satisfaction of the District and applicable authorities. If Licensee fails to do so, the District may perform the corrective work and Licensee must reimburse all direct costs upon demand. Each party will indemnify, defend, and hold harmless the other and its officials, officers, employees, attorneys, and agents from all environmental claims, liabilities, damages, fines, penalties, losses, cleanup and disposal costs, and reasonable attorneys' fees arising from the indemnifying party's use, handling, release, storage, or disposal of regulated substances. These obligations survive termination or expiration.

SECTION 22. COMPLIANCE WITH LAWS AND BUSINESS INTEGRITY. The parties must comply with all applicable federal, state, and local laws, regulations, orders, Airport rules, FAA requirements, and TSA requirements. Licensee represents and warrants that it is not a person or entity with whom the District is prohibited from doing business under applicable sanctions laws, including regulations administered by the U.S. Department of the Treasury's Office of Foreign Assets Control, and that it will remain in compliance during the Term. The parties further represent and warrant compliance with applicable anti-bribery and anti-corruption laws, including the U.S. Foreign Corrupt Practices Act. A violation of this Section is grounds for immediate termination, and the breaching party will defend, indemnify, and hold harmless the non-breaching party from claims, losses, liabilities, and reasonable attorneys' fees arising from a breach of these representations or obligations.

SECTION 23. ESTOPPEL CERTIFICATES. Within 15 days after written request by the District directed in accordance with the Notices section of this Agreement, Licensee must execute, acknowledge, and deliver a written statement certifying the effectiveness of this Agreement, the status of any defaults, amounts due, and such other matters relating to this Agreement as the District may reasonably request. The District and its lenders, insurers, auditors, governmental authorities, and prospective purchasers or transferees may rely on the statement. If Licensee fails to timely provide the statement, Licensee will be deemed to have agreed with the matters stated in the District's request.

SECTION 24. RELOCATION. Notwithstanding any other provision of this Agreement, the District may temporarily relocate the Aircraft within the Hangar Property or Airport without prior notice when the District reasonably determines relocation is operationally necessary. The District may permanently relocate the Licensed Premises and all Licensee aircraft and property to reasonably comparable space upon 30 days' prior written notice, at the District's cost. The District may relocate any non-airworthy Aircraft from the Licensed Premises to another location on the Airport in the District's sole discretion. If Licensee does not agree with the permanent relocation, this Agreement will terminate, and neither party will have further liability or obligation to Licensee under this Agreement. The Licensee shall be entitled to return of its security and no further payments shall become due.

SECTION 25. TIME OF ESSENCE. Time is of the essence with respect to all obligations of the parties under this Agreement.

SECTION 26. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Signatures delivered by facsimile, by email in portable document format (.pdf), or by any electronic signature complying with the Illinois Electronic Commerce Security Act (5 ILCS 175) or the federal ESIGN Act (15 U.S.C. § 7001 et seq.) shall be deemed original signatures and shall be binding for all purposes.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS THEREOF, the District and Licensee have caused this Agreement to be signed by their duly authorized representatives as of the Effective Date.

WAUKEGAN PORT DISTRICT

By: _____

Jack Dye, Chairman

SKILL AVIATION SERVICES, LLC

By: _____

Kilian Bartsch, President

EXHIBIT A

LICENSED PREMISES

Building Name	Space Type (Hangar/T-Hangar) (Office/Shop/Ramp)	Rentable Square Feet	Rate
HANGAR B4	Hangar	9,500	$4.00/SF Annually
HANGAR B8	Hangar	4,000	$4.00/SF Annually
HANGAR B8/E	Shop/Office Space	4,500	$4.00/SF Annually
COMMON AREA MAINTENANCE	NA	NA	$500.00 Monthly

EXHIBIT B

AIRCRAFT DESCRIPTION

Aircraft Make	Aircraft Model	Tail Number
Cessna	C182RG	N1698R
Cessna	C172	N97VA
Cessna	C172	N408ES
Cessna	C172	N378MA
Cessna	C152	N757HE
Cessna	C152	N25351
Cessna	152	N127ED
Cessna	172	N240DM
Diamond	DA40	N419AM
Diamond	DA20	N402AM
Diamond	DA20	N467DC
Cirrus	SR22	N413AP
Cirrus	SR22	N345TS
Cirrus	SR22	N111CD
Piper	PA44	N3033N

Airport General Manager Report



Airport Executive Summary Report - November 13, 2026

Financial Period Ending September 30, 2026

September 2026 Financial Snapshot

Metric	Actual	Budget	Variance	Summary
Revenue	$147,275	$151,339	**-$4,064 (-3%)**	97% of budget. Fuel flowage and percentage-of-gross-sales revenue were below budget because of reduced tenant activity.
Expenses	$158,978	$143,846	**-$15,132 unfavorable**	111% of budget. Maintenance and legal costs were above plan; some NSJC-related costs require reclassification.
Net Operating Income	-$11,703	$7,493	**-$19,196 unfavorable**	The revenue shortfall and transition-period expenses produced an operating loss for September.

Year-to-Date Financial Snapshot

Metric	Actual	Budget	Variance	Summary
Revenue	$1,584,814	$1,581,163	**+$3,651 (+0.2%)**	Actuals generally in line with budget
Expenses	$1,299,891	$1,387,191	**+$87,300 (+6.3%) favorable**	High legal, outside services, vehicle and building maintenance offset by deferred pavement maintenance and lower payroll
Net Operating Income	$284,923	$193,972	**+$90,915 (+47%)**	YTD expenditures are low but expected to increase Q4. End of year NOI expected to be in line with budget

Strategic Major Projects

1. Replacement Runway 5/23 Program

- **Status:** Environmental review has advanced to the public-hearing stage. Finals step in NEPA process.
- **Key Milestones:** Runway Program public hearing scheduled for December 8, 2026; FONSI anticipated in Q1 2027.
- **Funding:** $25 million state grant reappropriated for 2027; federal funding negotiations preparations underway.

2. North Shore Jet Center Transition

- **Operations Launch:** North Shore Jet Center completed a safe and successful transition and is refining operations for efficiency.
- **Tenant Agreements:** Most FBO hangar tenants are now under contract.
- **Operations:** Staff continues to refine procedures, workflows, and service delivery following the October 1 launch.
- **Facilities Improvements:** Evaluating deferred maintenance, priority repairs, signage, furnishings, and customer-facing improvements.

General Manager Operational Priorities

- **Winter Readiness:** Airport Operations and Maintenance staffing and training completed for the winter season.
- **Equipment Acquisition:** Acquiring additional snow-removal equipment for airport and FBO pavements and shifting capital priorities accordingly.
- **Financial Sustainability:** Developing additional recurring revenue remains a priority as federal AIP funding becomes more competitive.

Monthly Customs Executive Summary

Waukegan National Airport

2601 Plane Rest Drive
Waukegan, IL 60087

Monthly Customs Executive Summary

Period Ending: 9/30/2026.



U.S. Customs and Border Protection

Monthly Customs Executive Summary

Property Goals

Goal	Status
1. Breakeven Service Provided by Airport 2. Build maintenance reserve 3. Maintenance and cleaning	1. Fees adjusted as necessary 2. Fees adjusted as necessary 3. On Going

General Manager Report

- Analyzing return to pay per clearance financial model considering global travel consistency

Accountant Comments

- Net operating income goal is to be breakeven.
- Net operating income for 2026 through September is 144% of budget ($16,494 favorable). Operating revenues for 2026 are 94% of budget ($19,642 unfavorable), primarily due to budgeted rate increases for contract labor not being applied. Operating expenses are 88% of budget ($36,136 favorable) in 2026 through September. The budget savings have primarily been from contract labor costs being under budget. As previously identified, information technology (IT) expenses, controlled by US Customs are over budget year-to-date.

PROJECT PROGRESS REPORT

PROJECT	Obstruction Removal – Phase 3 (Construction Phase)

CMT NO.	21004101.06	REPORTING PERIOD	Thru November 9, 2026

SCHEDULE

Project Start	March 2023
Substantial Completion Date	July 2023
Project Completion Date	TBD

BUDGET

CMT Contract: $87,400
Total Project: $1,550,000
Funded 90% Federal, 5% State, 5% Local

EXTRA WORK ITEMS

Coordination with Lake County SMC and incorporation of LCSMC directed project improvements significantly exceeded initial scope assumptions and caused CMT to exceed our contract fee. CMT submitted an amendment request to the IDOT-Division of Aeronautics (IDA). A potential amendment would be paid at 90% Federal, 5% State and 5% Local.

PREVIOUS WORK

1. Tree Removal and Stump Grinding
2. Initial Landscaping
3. Site Restoration and Final Landscaping
4. Lake County SMC Coordination

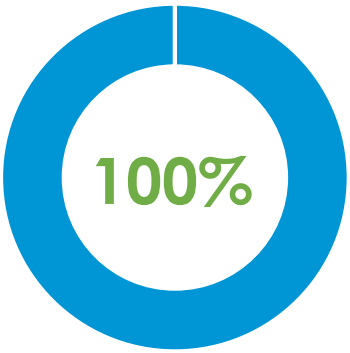
UPCOMING WORK

1. None at this time

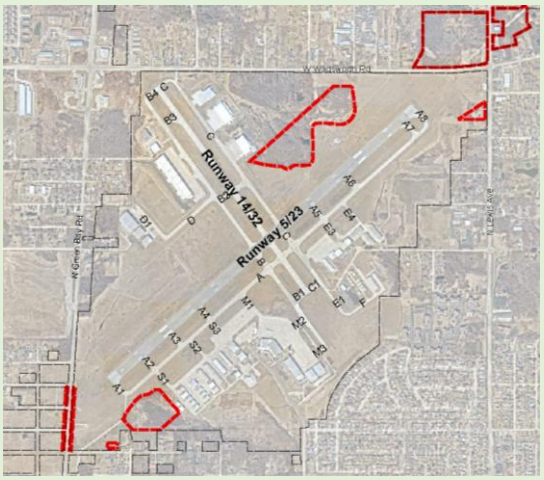
WPD ACTION/APPROVALS

1. CMT submitted an amendment request to IDA. Timeline TBD for WPD Board Action.

PERCENT COMPLETE



PROJECT WORK AREA



PROJECT	Master Drainage Study

CMT NO.	22004936.00	REPORTING PERIOD	Thru November 9, 2026

SCHEDULE/DELIVERABLE STATUS	
Project Start/Notice to Proceed	January 2026
Original Completion Date	TBD 2027
Causes of Delay	N/A

BUDGET

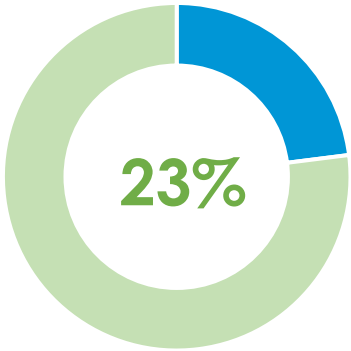
CMT Contract: $350,005

Funded 90% Federal, 5% State, 5% Local

EXTRA WORK ITEMS

None at this time.

PERCENT COMPLETE



PREVIOUS WORK

1. Project start-up coordination
2. Project kick-off meeting
3. Completed record drawing review
4. Project team site visit
5. Aerial LIDAR flight for contour mapping
6. Completed field surveys
7. Continued stormwater model development
8. Continued existing condition report chapter

UPCOMING WORK

1. Continued stormwater model development
2. Existing condition report chapter to be submitted for Airport review by end of November.

WPD ACTION/APPROVALS

None at this time.

PROJECT	Rehabilitate East Apron (Construction Phase)

CMT NO.	22004512.06	REPORTING PERIOD	Thru November 9, 2026

SCHEDULE

Project Start	August 5, 2024
Substantial Completion Date	Opened to Traffic in early December.
Project Completion Date	Minor work items in Spring 2025
Causes of Delay	Contractor difficulties in obtaining subgrade compaction delayed the project critical path.

PREVIOUS WORK

1. Pavement Marking
2. Punch List

UPCOMING WORK

1. Project Closeout

WPD ACTION/APPROVALS

1. CMT Construction Phase Services Amendment approved in May 2025. Once complete at IDA, it will be paid at 90% Federal, 5% State and 5% Local.

PROJECT WORK AREA



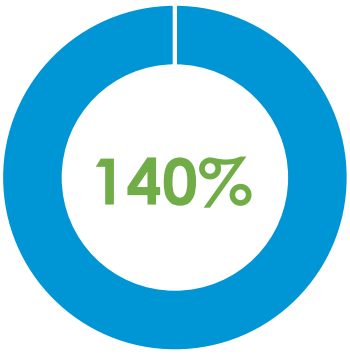
BUDGET

CMT Contract: $192,235
Total Project: $2,568,000
Funded 90% Federal, 5% State, 5% Local

EXTRA WORK ITEMS

Additional CMT effort and subconsultant construction material testing was required to assist with compaction of existing subgrade. CMT has exceeded our contract fee before project completion. CMT submitted a draft amendment to IDOT-Division of Aeronautics (IDA) in May 2025 for review. A potential amendment would be paid at 90% Federal, 5% State and 5% Local. Amendment timing TBD.

PERCENT COMPLETE



PROJECT	Rehabilitate South Hangar Pavements – Phase 2 (Design Phase)

CMT NO.	24006440.00	REPORTING PERIOD	Thru November 9, 2026

SCHEDULE

Project Schedule	1. 2024 – Project Deferred 2. Preliminary Plans (80%) December 11, 2026 3. Final Plans January 8, 2027 4. IDOT Letting March 2027 5. Anticipated Start of Work – Spring/Summer 2027
Causes of Delay	N/A

BUDGET

Original CMT Contract: $78,200
Amended CMT Contract: $98,150
Total Project: $614,940
Funded with BIL AIG funds: 90% Federal, 5% State, 5% Local

EXTRA WORK ITEMS

Design phase services amendment for project scope revisions and new 80%/final deliverables approved by IDA and WPD Board in October 2026.

PREVIOUS WORK

1. Project deferred.

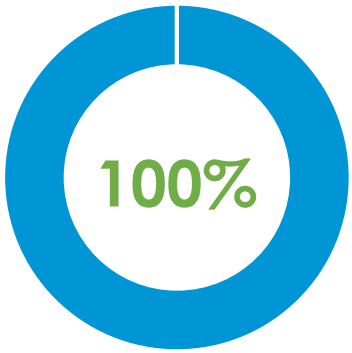
UPCOMING WORK

1. IDA/FAA have accepted a revised project work scope
2. Revised project will be bid on the March 2027 IDOT Letting with construction scheduled for Spring/Summer 2027.
3. CMT to begin design revisions in November.

WPD ACTION/APPROVALS

None at this time.

PERCENT COMPLETE



PROJECT WORK AREA



PROJECT	Rehabilitate Taxiway D (Construction Phase)

CMT NO.	24006512.06	REPORTING PERIOD	Thru November 9, 2026

SCHEDULE	
Project Start	January 2026
Actual Construction Start	July 20, 2026
Actual Construction Completion	October 31, 2026
Causes of Delay	Contractor ran over contract time by 5 calendar days

BUDGET

CMT Contract: $217,000
Total Project: $2,502,000
Funded 90% Federal, 5% State, 5% Local

EXTRA WORK ITEMS

None at this time.

PREVIOUS WORK

1. Erosion Control/Landscaping
2. Pavement Removal
3. Underdrain Installation
4. Pavements
5. Electrical

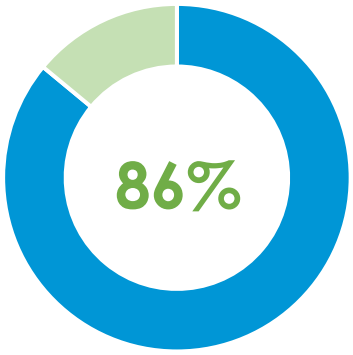
UPCOMING WORK

1. Project Substantially Complete. Punch list work remaining.
2. Project Closeout

WPD ACTION/APPROVALS

None at this time.

PERCENT COMPLETE



PROJECT WORK AREA



PROJECT	Environmental Assessment – Phase 3

CMT NO.	24006707.00	REPORTING PERIOD	Thru November 9, 2026

SCHEDULE/DELIVERABLE STATUS	
Project Start/Notice to Proceed	May 2024
Proposed Completion Date	First Quarter 2027
Causes of Delay	The project is about 9-months behind schedule. This has been caused by FAA delays in the Forecast and Runway Length justification process and Lake County Forest Preserve District delays in taking Board Action on Section 4(f) *de minimis*.

BUDGET

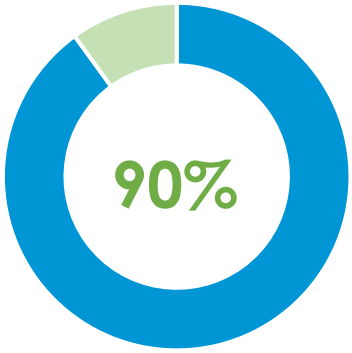
CMT Contract: $847,505

Funded 90% State, 10% Local

EXTRA WORK ITEMS

CMT is currently tracking approximately on budget. Assuming project completion in early 2027, per the current project schedule, CMT should remain within budget.

PERCENT COMPLETE



PREVIOUS WORK

1. Project Formulation and Funding Coordination
2. Water Resources Field Work
3. Forecast and Runway Justification Approval
4. Submittal of Condensed EA to IDA/FAA
5. UGN website post of preliminary environmental analysis
6. Addressed preliminary Agency comments
7. LCFPD Board approval of *de minimis* determination
8. Completed FAA Legal Sufficiency Review

UPCOMING WORK

1. Public Hearing in December 2026

WPD ACTION/APPROVALS

None at this time.

PROJECT	Acquire Snow Removal Equipment

CMT NO.	26009329.00	REPORTING PERIOD	Thru November 9, 2026

SCHEDULE/DELIVERABLE STATUS

Project Start/Notice to Proceed	August 2026
Project Schedule	1. Preliminary Documents: October 2, 2026 2. Final Documents: October 16, 2026 3. Bid Opening: November 13, 2026 4. Anticipated Vehicle Delivery: Estimated April 2028
Causes of Delay	N/A

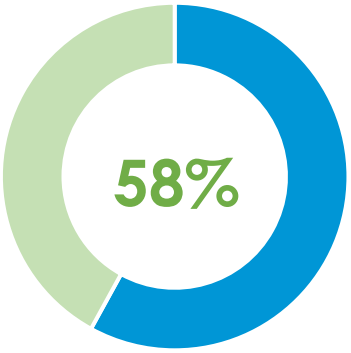
BUDGET

CMT Contract: $35,300
Total Project: $1,000,000
Funded with BIL AIG funds: 90% Federal, 5% State, 5% Local

EXTRA WORK ITEMS

None at this time.

PERCENT COMPLETE



PREVIOUS WORK

1. Project Pre-Design Meeting with IDA
2. Preliminary document composition
3. Final document composition

UPCOMING WORK

1. Bid opening

WPD ACTION/APPROVALS

None at this time.

PROJECT EXAMPLE



WAUKEGAN PORT DISTRICT

RESOLUTION 2026-R-53

A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH AIRPORT BUSINESS SOLUTIONS FOR A MARKET RENT ANALYSIS AT THE WAUKEGAN NATIONAL AIRPORT

WHEREAS, the Waukegan Port District ("***District***") is a political subdivision, body politic, and municipal corporation established in accordance with the Waukegan Port District Act, 70 ILCS 1865/1 *et seq*. ("***Act***"); and

WHEREAS, the District owns and operates the Waukegan National Airport, a public facility ("***Airport***"), for the purposes of (i) providing modern, safe, and efficient landing areas and terminal facilities for commercial and general aviation users of the Airport ("***Airport Users***"); and (ii) offering space and opportunities for Airport Users and commercial vendors catering to Airport Users to store, maintain, and provide additional ancillary services for aircraft used by Airport Users (collectively, "***Airport Purposes***"); and

WHEREAS, Sections 4.7 and 4.15 of the Act authorize the District to make and enter into contracts for the use, operation, and management of the Airport; and

WHEREAS, in order for the Airport to continue to serve the Airport Purposes, the District has identified the need to engage a consulting firm to perform professional services related to a current market rent analysis for various leased land and office and hangar improvements at the Airport ("***Services***"); and

WHEREAS, on February 11, 2026, Airport Business Solutions, with offices in Flat Rock, North Carolina ("***ABS***"), submitted a proposal to the District to perform the Services for a fixed fee of $16,500.00, inclusive of all expenses, including travel expenses related to an additional site visit; and

WHEREAS, the District and ABS have negotiated the terms of a professional services agreement pursuant to which ABS will perform the Services and deliver a completed market rent analysis to the District ("***Professional Services Agreement***"), substantially in the form attached to this Resolution as **Exhibit A**; and

WHEREAS, the Waukegan Port District Board ("***Board***") has determined that it is in the best interest of the District to enter into the Professional Services Agreement with ABS;

NOW, THEREFORE, BE IT RESOLVED by the Waukegan Port District Board, Lake County, Illinois, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the Board.

SECTION 2: APPROVAL OF PROFESSIONAL SERVICES AGREEMENT. The Board approves the Professional Services Agreement with ABS: (i) in an amount not to exceed $16,500.00; (ii) in substantially the form attached to this Resolution as Exhibit A; and (iii) in a final form approved by the Chairman and the District's General Counsel.

SECTION 3: AUTHORIZATION TO EXECUTE PROFESSIONAL SERVICES AGREEMENT. The Board authorizes and directs the Chairman to execute, on behalf of the District, the final Professional Services Agreement upon approval of the final Professional Services Agreement by the Chairman and the District's General Counsel and receipt of a copy of the final Professional Services Agreement executed by ABS; provided, however, that if the final Professional Services Agreement is not approved and executed within 60 days after the effective date of this Resolution, then this authority to execute will, at the option of the Board, be null and void.

SECTION 4: EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval according to law.

ADOPTED this ____ day of _____, 2026.

APPROVED this ____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
Chairman

EXHIBIT A

PROFESSIONAL SERVICES AGREEMENT

WAUKEGAN PORT DISTRICT
PROFESSIONAL SERVICES AGREEMENT
FOR MARKET RENT ANALYSIS

THIS AGREEMENT ("***Agreement***") is dated as of the ____ day of _____, 2026 ("***Effective Date***") and is by and between the **WAUKEGAN PORT DISTRICT** ("***District***"), an Illinois political subdivision, body politic, and municipal corporation established in accordance with the Waukegan Port District Act, 70 ILCS 1865/1 *et seq*. ("***Act***"), and **AIRPORT BUSINESS SOLUTIONS,** with offices in Flat Rock, North Carolina ("***Consultant***") (collectively, the "***Parties***").

IN CONSIDERATION OF the agreements set forth in this Agreement, the receipt and sufficiency of which are mutually acknowledged, and pursuant to the District's powers under the Act, the Parties agree as follows:

SECTION 1. SCOPE AND PROVISION OF SERVICES.

A. Engagement of the Consultant. The District hereby engages the Consultant to prepare a current market rent analysis for various leased land and office and hangar improvements at Waukegan National Airport ("***Airport***"), including an additional site visit and analysis of rents on a building or leased footprint or per-aircraft footprint basis, depending upon hangar utilization, under prevailing gross or net lease structures (collectively, the "***Services***"). The Services are further described in the Consultant's proposal dated February 11, 2026, attached as **Exhibit A** ("Scope of Services"). The Consultant must provide the Services pursuant to this Agreement and the Scope of Services and deliver a written market rent analysis to the District.

B. Commencement; Time of Performance. The Consultant will commence the Services upon receipt of the District's written authorization to proceed ("***Commencement Date***"). The Consultant will diligently and continuously prosecute the Services and deliver the completed market rent analysis within 45 business days after the Commencement Date ("***Time of Performance***"), unless extended by written amendment pursuant to Section 10.A.

C. Reporting. The Consultant will regularly report to the District regarding the progress of the Services during the term of this Agreement.

D. Relationship of the Parties. The Consultant will act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement will be construed to: (i) create the relationship of principal and agent, employer and employee, partners, or joint venturers between the District and the Consultant; or (ii) create any relationship between the District and any subcontractor of the Consultant.

E. Information Releases. The Consultant will not issue any news releases or other public statements regarding the Services without prior approval from the District.

F. Mutual Cooperation. The District will cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with any non-confidential information that the District may have that may be relevant and helpful

to the Consultant's performance of the Services. The Consultant agrees to cooperate with the District and with any other consultants engaged by the District to complete the Services.

G. Compliance with Laws and Grants.

1. The Consultant will give all notices, pay all fees, and take all other actions that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required or necessary in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including, without limitation, the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §12101 *et seq*., and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq*. The Consultant will also comply with all conditions of any federal, state, or local grant received by the District or the Consultant with respect to this Agreement or the Services.

2. The Consultant will be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with the Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part of the Services.

3. Every provision of law required by law to be inserted into this Agreement will be deemed to be inserted herein.

SECTION 2. COMPENSATION AND METHOD OF PAYMENT.

A. Compensation. The Consultant will perform the Services for a fixed fee of $16,500 ("***Compensation***"), inclusive of all expenses, including travel expenses related to an additional site visit. The Compensation will not be exceeded without a written amendment pursuant to Section 10.A of this Agreement.

B. Invoices and Payment. The Consultant will submit an invoice to the District in an approved format upon completion and delivery of the Services, subject to Section 4.B. The District will pay the amount properly billed in accordance with the Local Government Prompt Payment Act, 50 ILCS 505/1 *et seq*.

C. Records. The Consultant will maintain records showing actual time devoted and costs incurred, and will permit the authorized representative of the District to inspect and audit all data and records of the Consultant for work done under this Agreement. The records required to be made available to the District under this Section 2.C will be made available at reasonable times during the term of this Agreement, and for five years after the expiration or termination of this Agreement.

D. Claim in Addition to Compensation. If the Consultant claims a right to additional compensation as a result of action taken by the District, the Consultant must provide written notice to the District of the claim within seven days after occurrence of the action, and no claim for

additional compensation will be valid unless made in accordance with this Section 2.D. Any changes in the Compensation will be valid only upon written amendment pursuant to Section 10.A of this Agreement. Regardless of the decision of the District relative to a claim submitted by the Consultant, the Consultant will proceed with all of the Services required under this Agreement as determined by the District without interruption.

E. Taxes, Benefits, Royalties. The Compensation includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services, including, without limitation, all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties, and fees arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. The Consultant waives and releases any claim or right to claim additional compensation by reason of the payment of any tax, contribution, premium, costs, royalties, or fees.

F. Reserved.

G. Additional Services. The District will not be liable for any costs incurred by the Consultant in connection with any services provided by the Consultant that are outside the scope of this Agreement ("***Additional Services***"), regardless of whether the Additional Services are requested or directed by the District, except upon prior written amendment pursuant to Section 10.A.

H. No Additional Obligation. The District is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant, or with any vendor solicited or recommended by the Consultant.

SECTION 3. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The employees, officials, and personnel of the Consultant described in the Scope of Services ("***Key Project Personnel***"), if any, will be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel may not be changed without the District's prior written approval. The Consultant will notify the District as soon as practicable prior to terminating the employment of or reassigning any Key Project Personnel, or promptly upon receiving notice of the resignation of any Key Project Personnel. The Consultant will have no claim for damages and may not bill the District for additional time and materials charges as the result of any portion of the Services that must be duplicated or redone due to termination or for any delay or extension of the Time of Performance as a result of any termination, reassignment, or resignation.

B. Availability of Personnel. The Consultant will provide all personnel necessary to complete the Services, including, without limitation, any Key Project Personnel identified in this Agreement or in the Scope of Services.

C. Approval and Use of Subcontractors. The Consultant will perform the Services with its own personnel and under the management, supervision, and control of its own organization, unless otherwise approved by the District in writing. All subcontractors and subcontracts used by the Consultant will be acceptable to, and approved in advance by, the District.

The District's approval of any subcontractor or subcontract will not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Agreement. All Services performed under any subcontract will be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" will be deemed also to refer to all subcontractors of the Consultant, and every subcontract will include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the District, then, immediately upon notice from the District, the Consultant will remove and replace the personnel or subcontractor. The Consultant will have no claim for damages, for compensation in excess of the amount contained in this Agreement or for a delay or extension of the Time of Performance as a result of any removal or replacement.

SECTION 4. TERM OF AGREEMENT.

A. Term. The term of this Agreement will commence on the Effective Date and continue until completion and acceptance of the Services by the District, unless terminated earlier pursuant to this Agreement ("***Term***"). The expiration of this Agreement will not constitute a waiver of any rights or claims that the District has, before or after expiration, with respect to any breach of this Agreement by the Consultant or any right of indemnification of the District by the Consultant.

B. Termination. Notwithstanding any other provision hereof, the District may terminate this Agreement, at any time and for any reason, upon seven days' prior written notice to the Consultant. In the event that this Agreement is so terminated, subject to Section 9, the Consultant will be paid the reasonable value of Services actually performed prior to termination, including expenses incurred as part of the fixed fee, as determined by the District, not exceeding the Compensation. The Consultant will promptly deliver all completed and partially completed work product to the District.

SECTION 5. CONFIDENTIAL INFORMATION; OWNERSHIP OF WORK PRODUCT AND DOCUMENTS.

A. Confidential Information. In the performance of this Agreement, the Consultant may have access to or receive certain information in the possession of the District that is not generally known to members of the public ("***Confidential Information***"). Confidential Information includes, without limitation, proprietary information, copyrighted material, personal or private data of every kind, financial information, lease and rental data, maps, and all other information of a personal nature. The Consultant must not use Confidential Information except to perform the Services, or disclose any Confidential Information without the prior written consent of the District. If the Consultant has any doubt about the confidentiality of any information, then the Consultant must seek a determination from the District regarding the confidentiality of the information. The Consultant and all of its personnel and subcontractors must make and apply all safeguards necessary to prevent the improper use or disclosure of any Confidential Information. At the expiration or termination of this Agreement, the Consultant must promptly cease using, and

must return or destroy (and certify in writing destruction of), all Confidential Information, except records required to be retained by law or Section 2.C, including all other copies, whether physical or in any other form, in its possession. The Consultant may not transfer to, store in, or otherwise allow work product containing Confidential Information to be located in any location, whether physical or digital, not under the control of the Consultant. If the Consultant is required, by any government authority or court of competent jurisdiction, to disclose any Confidential Information, the Consultant must immediately give notice to the District with the understanding that the District will have the opportunity to contest the process by any means available to it prior to submission of any documents to a court or other third party. The Consultant must cause all of its personnel and subcontractors to undertake and abide by the same obligations regarding Confidential Information as the Consultant.

B. Ownership. The Consultant agrees that all work product, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be performed under this Agreement will be and remain the exclusive property of the District. At the District's request, or upon termination of this Agreement, the Consultant will cause the work product to be promptly delivered to the District. Any outstanding payment obligations may not be used as a basis to withhold work product. The Consultant agrees that, to the extent permitted by law, any and all work product will exclusively be deemed "works for hire" within the meaning and purview of the United States Copyright Act, 17 U.S.C. § 101 *et seq*., subject to the terms of this Agreement. To the extent any work product does not qualify as a "work for hire," the Consultant irrevocably grants, assigns, and transfers to the District all right, title, and interest in and to the work product in all media throughout the world in perpetuity and all intellectual property rights therein, free and clear of any liens, claims, or other encumbrances, to the fullest extent permitted by law. All intellectual property, Confidential Information, and work product will at all times be and remain the property of the District. The Consultant will execute all documents and perform all acts that the District may request in order to assist the District in perfecting or protecting its rights in and to the work product and all intellectual property rights relating to the work product. All of the foregoing items will be delivered to the District upon demand at any time and in any event, will be promptly delivered to the District upon expiration or termination of this Agreement within three days after a demand. In addition, the Consultant will return the District's data in the format requested by the District. If any of the above items are lost or damaged while in the Consultant's possession, those items will be restored or replaced at the Consultant's expense.

C. Freedom of Information Act and Local Records Act. The Consultant acknowledges that this Agreement, all documents submitted to the District related to this Agreement, and records in the possession of the Consultant related to this Agreement or the Services may be a matter of public record and may be subject to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq., the Local Records Act, 50 ILCS 205/1 *et seq*., and any other comparable state or federal laws now existing or adopted later (collectively, the "Disclosure Laws"). In the event that the District requests records from the Consultant, the Consultant shall promptly cooperate with the District to enable the District to meet all of its obligations under the applicable Disclosure Laws. The Consultant acknowledges and agrees that the determination as to whether information in the records is exempt from disclosure or should be released to the public will be made by the District in its sole and absolute discretion.

D. Injunctive Relief. In the event of a breach or threatened breach of this Section 5, the District may suffer irreparable injury not compensable by money damages and would not have an adequate remedy at law. Accordingly, the Consultant agrees that the District will be entitled to seek immediate injunctive relief to prevent or curtail any breach, threatened or actual. The rights provided under this Section 5.D are in addition to and without prejudice to any rights that the District may have in equity, by law or statute. The Consultant will fully cooperate with the District in identifying the scope of any improper use or dissemination of data protected by this Section 5 and will assist the District in any notification efforts required by law.

SECTION 6. WARRANTY.

The Consultant warrants that the Services will be performed in accordance with the highest standards of professional practice, care, skill, and diligence practiced by recognized consulting firms or licensed and accredited professionals in performing services of a similar nature. This warranty is in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are reserved unto the District. Any of the Services required by law or by this Agreement to be performed by licensed professionals will be performed by professionals licensed by the State of Illinois to practice in the applicable professional discipline.

SECTION 7. CONSULTANT REPRESENTATIONS.

A. Ability to Perform. The Consultant represents that it is financially solvent, has the necessary financial resources, has sufficient experience and competence, and has the necessary capital, facilities, organization, and staff necessary to provide, perform, and complete the Services in accordance with this Agreement and in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

B. Authorization. The execution, delivery, and performance by the Consultant of this Agreement have been duly authorized by all necessary corporate action, and do not and will not (i) violate its organizational documents, as amended and supplemented, any of the applicable requirements of law, or (ii) constitute a breach of or default under, or require any consent under, any agreement, instrument, or document to which the Consultant is now a party or by which the Consultant is now or may become bound.

C. Company Background. The information disclosed by the Consultant regarding its corporate structure, financial condition, expertise, and experience is true and correct. The Consultant will promptly notify the District in writing of any material change to or about the Consultant, including, without limitation, any change in ownership or control, and any change will be subject to the District's approval, which will not be unreasonably withheld.

D. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge: (1) no District employee, official, or agent has an interest in the business of the Consultant or this Agreement; (2) as of the date of this Agreement, neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant will at any time

during the Term obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

E. No Collusion. The Consultant represents and certifies that it is not barred from contracting with a unit of state or local government under applicable law, including as a result of a violation of Section 33E-3 or Section 33E-4 of the Criminal Code of 2012, 720 ILCS 5/33E-1 *et seq*. The Consultant represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the District prior to execution, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it is found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant will be liable to the District for all loss or damage that the District may suffer, and this Agreement will, at the District's option, be null and void.

F. Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

G. No Default. The Consultant is not in arrears to the District under any debt or contract and is not in default as surety, contractor, or otherwise to any person, unless as disclosed to the District in writing.

H. No Legal Actions Preventing Performance. As of the Effective Date, the Consultant has no knowledge of any action, suit, proceeding, claim, or investigation pending or to its knowledge threatened against the Consultant in any court, or by or before any federal, state, municipal, or governmental department, commission, board, bureau, agency, or instrumentality, domestic or foreign, or before any arbitrator of any kind, that, if adversely determined, would materially affect the Consultant's ability to perform its obligations under this Agreement.

I. Patriot Act Compliance. The Consultant represents and warrants to the District that neither the Consultant nor any of its principals, shareholders, or other employees or officials (collectively, "***Personnel***") is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Consultant further represents and warrants that the Consultant and its Personnel are not directly or indirectly engaged in or facilitating transactions related to this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant must, and will, defend, indemnify, and hold harmless the District and its officials, officers, authorities, and all District elected or appointed officials, officers, employees, agents, representatives, and attorneys from and against every claim, damage, loss, risk, liability, and expense (including attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this Section 7.I.

SECTION 8. INDEMNIFICATION; INSURANCE; NO PERSONAL LIABILITY.

A. Indemnification. The Consultant agrees to, and does hereby defend, hold harmless, and indemnify the District and all District elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys from any and all claims that may be asserted at

any time against any of those parties in connection with this Agreement or the Consultant's performance, or failure to perform, all or any part of the Services; provided, however, that this indemnity does not, and will not, apply to willful misconduct or gross negligence on the part of the District.

B. Insurance. Contemporaneous with the Consultant's execution of this Agreement, the Consultant must provide certificates of insurance, endorsements, and insurance policies acceptable to the District and including at least the minimum insurance coverage and limits set forth in Exhibit B to this Agreement. For good cause shown by the Consultant, the District may extend the time for submission of the required certificates, endorsements, and policies and may impose deadlines or other terms to assure compliance with this Section 8.B. Each certificate and endorsement must be in a form acceptable to the District and from a company with a general rating of A minus, and a financial size category of Class X or better, in Best's Insurance Guide. Each insurance policy must provide that no change, modification, or cancellation of any insurance will become effective until the expiration of 30 days after written notice of the change, modification, or cancellation will have been given by the insurance company to the District (10 days' written notice in the event of cancellation due to the Consultant's non-payment of premium). The Consultant must maintain and keep in force, at all times during the Term and at the Consultant's expense, the insurance coverage provided in this Section 8.B and Exhibit B, including, without limitation, at all times while correcting any failure to meet the warranty requirements of Section 6 of this Agreement.

C. No Personal Liability. No elected or appointed official or employee of the District will be personally liable, in law or in contract, to the Consultant as the result of the execution and performance of this Agreement.

SECTION 9. DEFAULT.

A. Default. If the District determines that the Consultant has failed or refused to properly undertake the Services with diligence, or has delayed in the undertaking of the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Agreement ("***Event of Default***"), and the Consultant fails to cure the Event of Default within ten days after the Consultant's receipt of written notice of the Event of Default from the District, then the District will have the right, notwithstanding the availability of other remedies provided by law or equity, to pursue any one or more of the remedies provided for under Section 9.B of this Agreement.

B. Remedies. In case of any Event of Default, the District may pursue the following remedies:

1. Cure by the Consultant. The District may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement;

2. Termination of Agreement. The District may terminate this Agreement and, notwithstanding anything in Section 4.B of this Agreement, the District will not have any liability for further payment of amounts due or to become due under this Agreement;

3. Withholding of Payment. The District may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the District as the result of any Event of Default by the Consultant or as a result of actions taken by the District in response to any Event of Default by the Consultant.

SECTION 10. GENERAL PROVISIONS.

A. Amendment. No amendment to this Agreement will be effective unless and until the amendment is in writing, properly approved in accordance with applicable procedures, and executed.

B. Assignment. Neither Party may assign its rights or obligations under this Agreement without the prior written consent of the other Party.

C. District Actions, Consents, and Approvals. Any action, consent, or approval needed to be taken or given under this Agreement by the District may be performed by the Chairman of the District Board or the Chairman's duly authorized designee, to the extent permitted by law and subject to any required approval of the District Board.

D. Binding Effect. The terms of this Agreement bind and inure to the benefit of the Parties and their agents, successors, and assigns.

E. Notice. Any notice required to be given under this Agreement must be in writing and must be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by E-mail. E-mail notices will be deemed valid and received by the addressee only upon explicit or implicit acknowledgment of receipt by the addressee. Unless otherwise expressly provided in this Agreement, notices will be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 10.E, each party will have the right to change the address or the addressee, or both, for all future notices to the other party, but no notice of a change of addressee or address will be effective until actually received.

Notices to the District will be addressed to, and delivered at, the following address:

Waukegan Port District
2601 West Plane Rest Drive
Waukegan, Illinois 60087
Attention: Airport General Manager
E-mail: _____

With a copy to:

Elrod Friedman LLP
350 N. Clark Street, Second Floor
Chicago, Illinois 60654
Attention: Peter Friedman, General Counsel

Notices to the Consultant will be addressed to, and delivered at, the following address:

Airport Business Solutions
131 Hollybrook Drive
Flat Rock, North Carolina 28731-8593
Attention: Michael A. Hodges, MAI, President/CEO
E-mail: _____

F. Third Party Beneficiary. The provisions of this Agreement are and will be for the benefit of the Consultant and the District only and are not for the benefit of any third party, and accordingly, no third party shall have the right to enforce the provisions of this Agreement. The District will not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the District, without the knowledge and approval of the District Board.

G. Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the District will have the right, in its sole and absolute discretion, to determine if (i) the remainder of the provisions of this Agreement will remain in full force and effect and will in no way be affected, impaired, or invalidated, or (ii) the entire agreement shall be invalid, void, and unenforceable.

H. Time of the Essence. Time is of the essence in the performance of this Agreement.

I. Governing Laws. This Agreement will be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

J. Venue. Exclusive jurisdiction with regard to any actions or proceedings arising from, relating to, or in connection with this Agreement will be in the Circuit Court of Lake County, Illinois or, where applicable, in the federal court for the Northern District of Illinois. The Parties waive their respective right to transfer or change the venue of any litigation filed in the Circuit Court of Lake County, Illinois.

K. Entire Agreement. This Agreement constitutes the entire agreement between the Parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the Parties with respect to the Scope of Services and the Services.

L. Non-Waiver. No waiver of any provision of this Agreement will be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor will any waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

M. Exhibits. Exhibits A and B attached to this Agreement are incorporated in and made a part of this Agreement. In the event of a conflict between any Exhibit and the text of this Agreement, the text of this Agreement will control.

N. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement will be cumulative and will not be exclusive of any other rights, remedies, and benefits allowed by law.

O. Consents. Unless otherwise provided in this Agreement, whenever the consent, permission, authorization, approval, acknowledgement, or similar indication of assent of any party to this Agreement, or of any duly authorized officer, employee, agent, or representative of any party to this Agreement, is required in this Agreement, the consent, permission, authorization, approval, acknowledgement, or similar indication of assent must be in writing.

P. Interpretation. This Agreement will be construed without regard to the identity of the Party which drafted the various provisions of this Agreement. Every provision of this Agreement will be construed as though all Parties to this Agreement participated equally in the drafting of this Agreement. Any rule of construction that a document is to be construed against the drafting party will not be applicable to this Agreement.

Q. Survival. The provisions of Sections 2.C, 5, 6, 7, 8, 9, and 10.I–J will survive the termination or expiration of the Agreement.

R. Calendar Days; Calculation of Time Periods. Unless otherwise specified in this Agreement, any reference to days in this Agreement will be construed to be calendar days. Unless otherwise specified, in computing any period of time described in this Agreement, the day of the act or event on which the designated period of time begins to run is not to be included and the last day of the period so computed is to be included, unless the last day is a Saturday, Sunday, or legal holiday under the laws of the State of Illinois, in which event the period shall run until the end of the next day which is neither a Saturday, Sunday or legal holiday. The final day of any period will be deemed to end at 5:00 p.m., Central time. For purposes of Section 1.B, business days exclude Saturdays, Sundays, and Illinois legal holidays.

S. Counterpart Execution. This Agreement may be executed in several counterparts, each of which is deemed to be an original, but all of which together will constitute one and the same instrument.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties have hereunto set their hands on the date first written above.

ATTEST:

By: _____
Secretary

WAUKEGAN PORT DISTRICT

By: _____
Chairman

ATTEST:

By: _____

Title: _____

AIRPORT BUSINESS SOLUTIONS

By: _____

Its: _____

EXHIBIT A

SCOPE OF SERVICES

Airport Business Solutions
"Valuation and Consulting Services to the Aviation Industry"
131 Hollybrook Drive, Flat Rock, North Carolina 28731-8593
Phone (813) 317-3170 www.airportbusiness.net

February 11, 2026

Mr. Skip Goss
Airport Manager
Waukegan National Airport
2601 West Plane Rest Drive
Waukegan, Illinois 60087

RE: Proposal for Market Rent Analysis
Waukegan National Airport (UGN)
Waukegan, Illinois

Dear Mr. Goss:

Per our discussion, ***Airport Business Solutions (ABS)*** appreciates the opportunity to submit a proposal for a Market Rent Analysis on land and various office/hangar improvements at the Waukegan National Airport (FAA Identifier UGN) in Waukegan, Illinois. The scope of the assignment reflects a current market rent analysis for various leased land and improvements at the Airport. Depending upon the utilization of a hangar, rents will be reflective of building/leased footprint or per aircraft footprint basis under prevailing gross or net lease structures.

Given the scope of the project discussed, our fee would be $16,500 inclusive of travel expenses related to an additional site visit. Completion of the assignment will be within 45 business days of written authorization to proceed.

We appreciate the opportunity to submit this proposal, as well as the prospectus of working with you on this project. If you should have questions, please do not hesitate to contact me.

Respectfully Submitted,



Michael A. Hodges, MAI
President/CEO

cc: Randy Bisgard, *Airport Business Solutions*

EXHIBIT B

INSURANCE COVERAGES

A. Workers' Compensation and Employer's Liability with limits not less than:

(1) Workers' Compensation: Statutory;

(2) Employer's Liability:

$500,000 injury-per occurrence

$500,000 disease-per employee

$500,000 disease-policy limit

Insurance will evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $1,000,000 for vehicles owned, non-owned, or rented.

All employees will be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

$2,000,000 Bodily Injury and Property Damage Combined Single Limit

Coverage is to be written on an "occurrence" basis.

Coverages will include:

- Broad Form Property Damage Endorsement
- Blanket Contractual Liability (must expressly cover the indemnity provisions of this Agreement)

D. Professional Liability Insurance. With a limit of liability of not less than $1,000,000 per claim and $2,000,000 in the aggregate and covering the Consultant against all sums that the Consultant may be obligated to pay on account of any liability arising out of this Agreement.

E. Umbrella Policy. The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis so that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover the loss.

F. District as Additional Insured. The District will be named as an Additional Insured on all policies except for:

Workers' Compensation

Professional Liability

Each additional insured endorsement will identify the District as follows: Waukegan Port District, including its Board members and other elected and appointed officials, officers, employees, agents, attorneys, consultants, and representatives.

G. Other Parties as Additional Insureds. In addition to the District, the following parties will be named as additional insureds on the following policies:

Additional Insured	Policy or Policies

Harbor General Manager Report



WAUKEGAN HARBOR & MARINA

MONTHLY EXECUTIVE SUMMARY

SEPTEMBER 2026

Waukegan Port District



CONTACT INFORMATION

MARINA MANAGER
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This monthly executive summary provides a high-level view of marina operations, occupancy, delinquencies, and August financial performance.

EXECUTIVE SUMMARY

PROPERTY GOALS

Goal	Completion
Clean up of Water St Property	In Progress
Painting of trim on harbor control building	In Progress
Removal of trees on South Patio	In Progress

OCCUPANCY



September occupancy: 63%, unchanged.

DELINQUENCIES

Tenant	Amount	Description
Big Lake Marine	$43,000.00	A/R balance per September 30 aging report.
Dockside Dogs	$21,788.46	Collections through legal; unresponsive.
Waukegan Yacht Club	$200.00	$700 payment received in November toward the balance.
TOTAL DELINQUENCIES	**$64,988.46**	

FINANCIAL OVERVIEW

	Actual	Budget	Variance
Revenue	$104,141	$266,000	($161,859)
Gross Profit	$60,299	$231,090	($170,791)
Expenses	$81,337	$92,808	($11,471)
NOI	($21,038)	$138,282	($159,320)
Other Expenses	$0	($14,822)	$14,822
Net Income	**($19,895)**	**$123,960**	**($143,855)**

September net operating income was ($21,038), compared with a budget of $138,282.

September net income was ($19,895), compared with a budget of $123,960.

MONTHLY VARIANCES

KEY INCOME VARIANCES	Actual	Budget	Variance
Fuel – Gas	$35,921	$30,000	$5,921
Fuel – Diesel	$19,914	$15,000	$4,914
Seasonal Slip Fees	$0	$173,061	($173,061)
Guest Slip Fees	$4,632	$8,000	($3,368)
Launch Fees	$6,440	$4,500	$1,940
TOTAL OPERATING INCOME	**$104,141**	**$266,000**	**($161,859)**

Key Income Variances: Revenue was $161,859 below budget, primarily because no seasonal slip fees were recorded in September.

KEY EXPENSE VARIANCES	Actual	Budget	Variance
IT & Software	$1,911	$1,667	$244
Office Supplies	$835	$625	$210
Dock Maintenance	$7,752	$0	$7,752
Building & Grounds	$6,235	$10,158	($3,923)
Utilities	$15,805	$10,925	$4,880
Payroll	$49,249	$0	$49,249
TOTAL OPERATING EXPENSES	**$81,337**	**$92,808**	**($11,471)**

Key Expense Variances: Total operating expenses were $11,471 below budget. Higher payroll, dock maintenance and utilities were partly offset by lower building/grounds and outside service costs.

GROSS PROFIT VARIANCE	**($170,791)**
NOI VARIANCE	**($159,320)**
NOI YTD VARIANCE	**($333,871)**
OTHER EXPENSES VARIANCE	**$14,822**
NET INCOME MONTHLY VARIANCE	**($143,855)**

Note: September fuel COGS and inventory adjustments are reflected in the monthly financial report.

Financial Appendix



Financial Appendix

Airport



Waukegan National Airport
Budget vs. Actuals: FY2026 Budget - FY26 P&L

	Current Month September 30, 2026						Year-To-Date September 30, 2026						2026
	Actual	Budget	% of Budget	Last Year	% Change CY vs LY		Actual	Budget	% of Budget	Last Year	% Change CY vs LY		Annual Budget
Net Operating Revenue													
Revenue													
9210-4060 AV Gas Flowage	1,042	762	137%	976	7%	F	8,507	9,490	90%	9,511	-11%	U	12,800
9210-4070 Jet Gas Flowage	50,438	53,279	95%	58,358	-14%	U	387,724	392,670	99%	408,806	-5%	U	525,000
9210-4080 Lease Revenues	85,081	84,792	100%	94,825	-10%	U	1,038,617	1,026,419	101%	980,209	6%	F	1,280,000
9210-4085 Security Fees	4,505	4,173	108%	5,734	-21%	U	57,419	53,583	107%	58,262	-1%	U	69,273
9210-4090 Percentage of Gross Sales	6,209	8,333	75%	17,499	-65%	U	71,297	75,001	95%	92,776	-23%	U	100,000
9210-4100 Fuel Permits	0	0		0			21,250	24,000	89%	4,000	431%	F	24,000
9210-4180 Misc Income	0	0		217	-100%	U	0	0		2,213	-100%	U	100,000
Total Revenue	147,275	151,339	97%	177,609	-17%	U	1,584,814	1,581,163	100%	1,555,777	2%	F	2,111,073
Expenditures													
9210-6150 Payroll Tax Expense	24,301	0		0		U	29,703	0		0		U	0
9210-6160 Benefit Expenses													
9210-6161 Health Insurance Expense	9,929	0		0		U	9,929	0		0		U	0
9210-6162 Dental Insurance Expense	-112	0		0		F	-112	0		0		F	0
9210-6163 Vision Insurance Expense	-15	0		0		F	-15	0		0		F	0
9210-6164 Life Insurance Expense	-218	0		0		F	-218	0		0		F	0
Total 9210-6160 Benefit Expenses	9,584	0		0		U	9,584	0		0		U	0
9210-6290 Real Estate Taxes	0	0		0			6,437	8,000	80%	7,191	-10%	F	8,000
9210-6400 Office Supplies	2,291	584	392%	0		U	5,285	5,248	101%	2,181	142%	U	7,000
9210-6650 Business Development	2,394	750	319%	0		U	7,374	6,750	109%	4,337	70%	U	9,000
9210-6651 Membership Dues	51	500	10%	435	-88%	F	7,547	4,500	168%	4,806	57%	U	6,000
9210-6670 Uniforms	0	500	0%	0			2,594	4,500	58%	1,854	40%	U	6,000
9210-6720 Utilities	2,399	6,794	35%	4,072	-41%	F	50,131	61,153	82%	50,715	-1%	F	81,535
9210-6740 Advertising	0	166	0%	0			1,350	1,502	90%	1,350	0%		2,000
9210-6791 Fees	0	250	0%	114	-100%	F	923	2,250	41%	1,216	-24%	F	3,000
Insurance													
9210-6320 General Liability Insurance	0	0		0			26,987	29,686	91%	26,987	0%		29,686
9210-6321 Auto Insurance	0	0		0			14,270	10,720	133%	9,745	46%	U	10,720
9210-6322 Cyber Liability Insurance	0	0		0			1,268	1,338	95%	1,216	4%	U	1,338
9210-6323 Directors and Officers Insurance	0	0		0			8,647	8,205	105%	7,459	16%	U	8,205
9210-6324 Public Officials Insurance	0	0		0			200	220	91%	0		U	220
9210-6325 Crime Insurance	0	0		0			546	601	91%	546	0%		601
9210-6326 Pollution Liability Insurance	997	1,327	75%	0		U	8,863	11,947	74%	10,624	-17%	F	15,928
9210-6327 Building Insurance	0	0		0			25,124	21,970	114%	19,973	26%	U	21,970
9210-6328 Workers Compensation Insurance	0	0		0			12,075	0		0		U	0
Total Insurance	997	1,327	75%	0		U	97,980	84,687	116%	76,550	28%	U	88,668
Maintenance Accounts													
9210-6460 Vehicle Operation & Maintenance	30,459	8,708	350%	7,944	283%	U	94,626	78,376	121%	52,965	79%	U	104,500
9210-6540 Airfield Maintenance	1,369	4,152	33%	249	450%	U	25,721	37,370	69%	49,679	-48%	F	49,826
9210-6541 Pavement Maintenance	1,500	12,083	12%	0		U	15,503	108,751	14%	0		U	145,000
9210-6600 Building Maintenance	17,306	3,333	519%	384	4407%	U	56,604	30,001	189%	12,001	372%	U	40,000
Total Maintenance Accounts	50,634	28,276	179%	8,577	490%	U	192,454	254,498	76%	114,645	68%	U	339,326
Outside Service Accounts													
9210-6200 Outside Service-Legal	29,506	4,167	708%	1,874	1474%	U	98,779	37,499	263%	34,540	186%	U	50,000
9210-6240 Outside Services-Other	8,120	7,833	104%	6,040	34%	U	93,702	70,501	133%	60,733	54%	U	94,000
9210-6241 Audits	0	0		0			22,180	19,000	117%	19,104	16%	U	25,000
9210-6242 Engineering Services	0	2,083	0%	1,895	-100%	F	31,675	18,751	169%	13,812	129%	U	25,000
9210-6260 Outside Services- F3 Management I	0	6,500	0%	6,500	-100%	F	52,129	58,500	89%	58,500	-11%	F	78,000
9210-6270 Outside Services- F3 Payroll & Bene	0	79,166	0%	62,536	-100%	F	511,299	712,502	72%	574,964	-11%	F	950,000
9210-6275 Outside Services - Airport Security	0	2,450	0%	1,250	-100%	F	10,441	14,850	70%	11,250	-7%	F	19,800
9210-6280 Outside Services- IT	1,629	2,500	65%	1,129	44%	U	18,313	22,500	81%	19,161	-4%	F	30,000
Total Outside Service Accounts	39,255	104,699	37%	81,224	-52%	F	838,518	954,103	88%	792,063	6%	U	1,271,800
Payroll Expense													
9210-6105 Hourly Wages	12,706	0		0		U	21,587	0		0		U	0
9210-6106 Payroll Expense - Overtime	89	0		0		U	146	0		0		U	0
9210-6110 Salaries	14,277	0		0		U	28,278	0		0		U	0
Total Payroll Expense	27,072	0		0		U	50,011	0		0		U	0
Total Expenditures	158,978	143,846	111%	94,422	68%	U	1,299,891	1,387,191	94%	1,056,908	23%	U	1,822,329
Net Operating Revenue	-11,703	7,493	-156%	83,187	-114%	U	284,923	193,972	147%	498,869	-43%	U	288,744
Other Income													
9210-4110 Interest Earned	6,999	4,040	173%	9,133	-23%	U	67,038	33,882	198%	74,400	-10%	U	45,000
9210-8510 Gain (Loss) on Disposal of Assets	0	0		0			0	0		0			0
Total Other Income	6,999	4,040	173%	9,133	-23%	U	67,038	33,882	198%	74,400	-10%	U	45,000
Other Expenditures													
9210-6245 Outside Services-FBO Analyses	24,604	29,166	84%	22,801	8%	U	199,774	262,502	76%	63,754	213%	U	350,000
9210-6820 Interest Expense (NBH)	0	0		0			8,673	8,611	101%	9,406	-8%	F	16,846
2510-0000 NBH Bond	0	0		0			24,815	24,815	100%	24,082	3%	U	50,131
9210-6930 Capital Spending-UGN Funded	0	64,646	0%	29,459	-100%	F	87,470	581,822	15%	417,061	-79%	F	775,760
Total Other Expenditures	24,604	93,812	26%	52,260	-53%	F	320,731	877,750	37%	514,303	-38%	F	1,192,737
Net Other Income	-17,606	-89,772	20%	-43,127	-59%	F	-253,693	-843,868	30%	-439,903	-42%	F	-1,147,737
Total	-29,309	-82,279	36%	40,060	-173%	U	31,230	-649,896	-5%	58,966	-47%	U	-858,993
Recap of Month Activity by Type													
Total Income	147,275	151,339	97%	177,609	-17%	U	1,584,814	1,581,163	100%	1,555,777	2%	F	2,111,073
Total Expenses	158,978	143,846	111%	94,422	68%	U	1,299,891	1,387,191	94%	1,056,908	23%	U	1,822,329
Net Operating Income (Loss)	-11,703	7,493	-156%	83,187	-114%	U	284,923	193,972	147%	498,869	-43%	U	288,744
Net Other Income	-17,606	-89,772	20%	-43,127	-59%	F	-253,693	-843,868	30%	-439,903	-42%	F	-1,147,737
Total Month Activity	-29,309	-82,279	36%	40,060	-173%	U	31,230	-649,896	-5%	58,966	-47%	U	-858,993

Note: "F" = favorable variance. "U" = unfavorable variance

Financial Appendix

Customs



Waukegan National Airport Customs
Budget vs. Actuals: 2026 Budget - FY26 P&L

	Current Month September 30, 2026					Year-To-Date September 30, 2026					2026
	Actual	Budget	% of Budget	Last Year	% Change CY vs LY	Actual	Budget	% of Budget	Last Year	% Change CY vs LY	Annual Budget
Net Operating Income											
Income											
9210-4110 Interest Earned	0	125	0%	235	-100% U	2,921	1,125	260%	1,659	76% F	1,500
9210-4217 Custom Service for Contract Labor - Prepaid	0	0		0		270,352	297,000	91%	270,429	0% U	396,000
9210-4220 Customs Service for Contract Labor Overtime	2,250	3,500	64%	3,900	-42% U	35,250	31,500	112%	34,450	2% F	42,000
9210-4250 International Garbage Fee	3,600	2,187	165%	2,405	50% F	21,150	19,689	107%	18,685	13% F	26,250
Total Income	$ 5,850	$ 5,812	101%	$ 6,540	-11% U	$ 329,672	$ 349,314	94%	$ 325,224	1% F	$ 465,750
Expenses											
9210-6100 Contract Labor Customs Building	0	0		0		173,689	206,530	84%	239,456	-27% F	275,374
9210-6150 Contract Labor Customs Building - Overtime	2,742	3,500	78%	935	193% U	21,031	31,500	67%	19,070	10% U	42,000
9210-6240 Outside Services	0	1,419	0%	720	-100% F	8,691	12,770	68%	14,116	-38% F	17,027
9210-6280 Outside Services - Information Technology	0	2,084	0%	0		45,548	18,748	243%	5,128	788% U	25,000
9210-6400 Office supplies	0	50	0%	0		0	450	0%	0		600
9210-6600 Building maintenance	280	1,250	22%	293	-4% F	3,382	11,250	30%	5,224	-35% F	15,000
9210-6700 Customs Service Expense - Garbage Fee	3,700	2,187	169%	2,090	77% U	17,000	19,689	86%	16,535	3% U	26,250
9210-6720 Utilities	156	1,195	13%	564	-72% F	6,209	10,748	58%	9,218	-33% F	14,333
Total Expenses	$ 6,878	$ 11,685	59%	$ 4,602	49% U	$ 275,549	$ 311,685	88%	$ 308,747	-11% F	$ 415,584
Net Operating Income	-$ 1,028	-$ 5,873	18%	$ 1,938	-153% U	$ 54,123	$ 37,629	144%	$ 16,476	228% F	$ 50,166
Non Operating Income											
9210-4775 U.S. Customs Building Rent Revenue	7,149	7,149	100%	7,149	0%	110,532	105,881	104%	105,880	4% F	139,822
Total Non-Operating Income	$ 7,149	$ 7,149	100%	$ 7,149	0%	$ 110,532	$ 105,881	104%	$ 105,880	4% F	$ 139,822
Debt Obligations											
2519-0000 Capital One Bond Principal						39,235	40,352	97%	38,510	2% U	80,704
9210-6820 Interest Expense	0	0		0		26,951	26,211	103%	27,676	-3% F	51,668
Total Debt Obligation	0	0		0		66,186	66,563	99%	66,186	0% U	132,372
Capital Budget											
9210-6930 Capital Budget	0	0		0		0	0		6,450	-100% F	0
Total Capital Budget	0	0		0		0	0		6,450	-100% F	0
Recap of Month Activity by Type											
Total Income	5,850	5,812	101%	6,540	-11% U	329,672	349,314	94%	325,224	1% F	465,750
Total Expenses	6,878	11,685	59%	4,602	49% U	275,549	311,685	88%	308,747	-11% F	415,584
Net Operating Income (Loss)	-1,028	-5,873	18%	1,938	-153% U	54,123	37,629	144%	16,476	228% F	50,166
Plus WPDCBSA US Customs Building	7,149	7,149	100%	7,149	0%	110,532	105,881	104%	105,880	4% F	139,822
Less debt principal and interest payments	0	0		0		-66,186	-66,563	99%	-66,186	0% F	-132,372
Less capital budget	0	0		0		0	0		-6,450	-100% F	0
Total Activity	6,121	1,276	480%	9,087	-33% U	98,469	76,947	128%	49,720	98% F	57,616

Financial Appendix

Harbor



Waukegan Harbor & Marina
Budget vs. Actuals: 2026 Budget - FY26 P&L

	Current Month September 30, 2026						Year-To-Date September 30, 2026						2026	2026	2026
	Actual	Budget	% of Budget	Last Year	% Change CY vs LY		Actual	Budget	% of Budget	Last Year	% Change CY vs LY		Annual Budget	Projection	Proj. vs Budget
Income															
401.20 Fuel- Gas	36,127	30,000	120%	42,395	-15%	U	232,308	245,000	95%	240,897	-4%	U	260,000	260,000	0
401.21 Discounts Gas	-206	0		-370	-44%	F	-1,397	0		-1,729	-19%	F	0	0	0
Total for 401.20 Fuel- Gas	$ 35,921	$ 30,000	120%	$ 42,026	-15%	U	$ 230,911	$ 245,000	94%	$ 239,168	-3%	U	$ 260,000	$ 260,000	0
402.20 Fuel-Diesel	19,935	15,000	133%	6,036	230%	F	84,252	100,000	84%	69,382	21%	F	115,000	115,000	0
402.21 Discount Diesel	-21	0		0		U	-198	0		-54	266%	U	0	0	0
Total for 402.20 Fuel-Diesel	$ 19,914	$ 15,000	133%	$ 6,036	230%	F	$ 84,054	$ 100,000	84%	$ 69,328	21%	F	$ 115,000	$ 115,000	0
403.20 Gift Shop Sales	597	700	85%	571	5%	F	6,183	7,000	88%	4,468	38%	F	7,500	7,500	0
404.20 Vending Sales	30	0		40	-24%	U	102	0		240	-57%	U	0	0	0
405.20 Ice Sales	300	0		432	-31%	U	1,631	0		3,522	-54%	U	0	0	0
406.20 Beverage Sales	258	0		118	118%	F	896	0		770	16%	F	0	0	0
408.20 Lease Revenues	35,602	34,676	103%	35,587	0%	F	402,619	402,875	100%	400,194	1%	F	485,000	485,000	0
410.20 Misc. Income	20	0		0		F	131	0		3,603	-96%	U	0	0	0
410.90 Laundry Machines Commission Rev	254	0		128	99%	F	327	0		128	156%	F	0	0	0
412.20 Misc Inc-Outside Reimbursements	0	63	0%					563	0%				750	750	0
413.20 Slip Fee Seasonal Income	0	173,061	0%	143,953	-100%	U	731,716	1,038,368	70%	833,509	-12%	U	1,200,000	1,200,000	0
414.20 Slip Fees - Refund and Cancel	0	0		0			2,816	0		2,311	22%	F	0	0	0
419.20 Guest Slip Fees	4,632	8,000	58%	6,330	-27%	U	26,429	45,000	59%	28,343	-7%	U	50,000	50,000	0
421.23 Launch Fees	0	0		0			-20	0		0		U	0	0	0
421.20 Launch Fees- Boater Seasonal	400	4,500	9%	200	100%	F	8,925	48,500	18%	8,550	4%	F	50,000	50,000	0
421.21 Daily Launch Tokens	6,040	0		7,759	-22%	U	36,563	0		39,158	-7%	U	0	0	0
421.22 Launch Fees- Vendor Seasonal	0	0		0			350	0		0		F	0	0	0
Total for 421.23 Launch Fees	$ 6,440	$ 4,500	143%	$ 7,959	-19%	U	$ 45,818	$ 48,500	94%	$ 47,708	-4%	U	$ 50,000	$ 50,000	0
424.20 Permit Fees	0	0		0			1,750	4,000	44%	4,300	-59%	U	4,000	4,000	0
Sales of Product Income	173	0		0		F	173	0		0		F	0	0	0
Total Operating Income	104,141	266,000	39%	243,178	-57%	U	1,535,555	1,891,306	81%	1,637,591	-6%	U	2,172,250	2,172,250	0
Cost of Goods Sold															0
500.20 Cost of Goods Sold-Ship Store	0	0		0			405	0		-614	-166%	U	0	0	0
503.20 COGS-Gift Shop	273	560	49%	-527	-152%	U	3,893	6,880	57%	2,492	56%	U	7,280	7,280	0
504.20 COGS-Vending	8	0		19	-56%	F	30	0		76	-60%	F	0	0	0
505.20 COGS-Ice	262	0		202	30%	U	1,599	0		1,295	23%	U	0	0	0
506.20 COGS-Beverages	99	0		37	171%	U	386	0		264	46%	U	0	0	0
510.20 Shipping, Handling and Service	0	0		15	-100%	F	158	0		555	-71%	F	0	0	0
Total for 500.20 Cost of Goods Sold-Ship Store	642	560	115%	-256	-351%	U	6,473	6,880	94%	4,068	59%	U	7,280	7,280	0
602.20 Cost of Goods Sold- Gas	27,975	24,000	117%	31,397	-11%	F	176,652	198,000	89%	171,845	3%	U	210,000	210,000	0
602.21 Cost of Goods Sold-Diesel	14,988	10,350	145%	4,791	213%	U	64,844	68,650	94%	51,386	26%	U	79,000	79,000	0
Cost of Goods Sold	157	0		0		U	251	0		0		U	0	0	0
Inventory Shrinkage	79	0		0		U	-26,868	0		0		F	0	0	0
Total Cost of Goods Sold	43,841	34,910	126%	35,932	22%	U	221,351	273,530	81%	227,299	-3%	F	296,280	296,280	0
Gross Profit	60,299	231,090	26%	207,247	-71%	F	1,314,204	1,617,776	81%	1,410,292	-7%	F	1,875,970	1,875,970	0
Expenses															0
602.30 Regular Fuel Volume 1 - 70 Gal	0	0		0			1,288	0		0		U	0	0	0
606.20 Purchase Discounts-Harbor	0	0		0			0	0		0			0	0	0
614.00 Charitable Contributions	0	0		0			0	0		133	-100%	F	0	0	0
614.20 Employee Appreciation	0	250	0%	0			508	750	68%	766	-34%	F	750	750	0
624.20 Outside Services	0	167	0%	0			16,965	1,500	1131%	0		U	2,000	2,000	0

626.20 Outside Services-Management Fee	0	6,500	0%	6,500	-100%	F	52,000	58,500	89%	58,500	-11%	F	78,000	52,000	-26,000
627.20 Outside Services- F3 Marina P/R	0	54,167	0%	68,156	-100%	F	434,124	487,500	89%	493,756	-12%	F	650,000	434,124	-215,876
628.20 Outside Services- IT	1,765	1,667	106%	1,752	1%	U	25,680	15,000	171%	20,134	28%	U	20,000	20,000	0
628.21 Software Subscriptions	146	0		0		U	146	0		343	-58%	F	0	0	0
Total for 628.20 Outside Services- IT	1,911	1,667	115%	1,752	9%	U	25,825	15,000	172%	20,477	26%	U	20,000	20,000	0
629.21 Outside Services-Temp Help	0	0		144	-100%	F	693	0		414	67%	U	0	0	0
630.50 Payroll Tax Expense	-10,199	0		0		F	-15,829	0		0		F	0	0	0
630.60 Benefit Expenses															0
630.61 Medical Insurance Expense	-573	0		0		F	-573	0		0		F	0	0	0
630.62 Dental insurance expense	-106	0		0		F	-106	0		0		F	0	0	0
630.63 Vision Insurance Deductions	-20	0		0		F	-20	0		0		F	0	0	0
630.64 Employee life insurance deductions	-211	0		0		F	-211	0		0		F	0	0	0
Total for 630.60 Benefit Expenses	-910	0		0		F	-910	0		0		F	0	0	0
632.20 Outside Service - Property Ins	0	0		12,350	-100%	F	145,562	169,500	86%	98,820	47%	U	169,500	169,500	0
640.20 Office Supplies	835	625	134%	675	24%	U	8,524	5,625	152%	6,827	25%	U	7,500	7,500	0
641.20 Janitorial Supplies	785	1,000	79%	1,246	-37%	F	6,917	9,000	77%	10,281	-33%	F	12,000	12,000	0
642.20 Postage Expense	148	100	148%	0		U	963	900	107%	369	161%	U	1,200	1,200	0
646.20 Vehicle Operation & Maint	499	1,000	50%	1,153	-57%	F	12,398	10,000	124%	6,634	87%	U	10,000	10,000	0
658.20 Dock Maint.	7,752	0		0		U	33,883	0		0		U	0	0	0
660.20 Building & Grounds Maint.	1,126	1,667	68%	300	275%	U	16,357	15,000	109%	8,471	93%	U	20,000	20,000	0
660.21 Security and Access Maintenance	0	0		0			20	0		742	-97%	F	0	0	0
660.25 HVAC	0	500	0%	0			0	1,000	0%	249	-100%	F	1,000	1,000	0
660.30 Tools	0	0		1,481	-100%	F	238	1,000	24%	4,796	-95%	F	1,000	1,000	0
660.31 Trash Removal	1,662	2,500	66%	3,484	-52%	F	20,112	22,500	89%	19,325	4%	U	30,000	30,000	0
660.32 Electrical Repairs	0	0		23,706	-100%	F	1,009	5,000	20%	24,230	-96%	F	5,000	5,000	0
660.33 Keys/Lock Repairs	0	0		0			1,467	500	293%	758	94%	U	500	500	0
660.34 Roof Flashing	0	0		249	-100%	F	0	1,000	0%	249	-100%	F	1,000	1,000	0
660.35 Plumbing Repairs	0	0		6,419	-100%	F	7,809	2,500	312%	9,593	-19%	F	2,500	2,500	0
660.36 Signage	0	0		0			230	1,000	23%	2,206	-90%	F	1,500	1,500	0
660.37 Landscaping and Grounds	3,050	2,450	124%	1,750	74%	U	11,823	14,900	79%	13,127	-10%	F	20,000	20,000	0
660.38 Exterminating	325	333	98%	325	0%		2,925	3,000	98%	3,575	-18%	F	4,000	4,000	0
660.39 Access Maintenance	0	208	0%	0			1,598	1,875	85%	2,272	-30%	F	2,500	2,500	0
660.40 Fire & Life Safety	0	583	0%	0			9,192	5,250	175%	3,870	138%	U	7,000	7,000	0
660.41 Fire & Life Safety (Fire Panel) (deleted)	0	0		0			0	0		0			0	0	0
660.42 Dock Maint (Materials)	0	1,667	0%	351	-100%	F	6,511	15,000	43%	16,861	-61%	F	20,000	20,000	0
660.43 Fuel Dock Maintenance	72	250	29%	520	-86%	F	1,083	2,250	48%	1,821	-41%	F	3,000	3,000	0
Total for 660.20 Building & Grounds Maint.	6,235	10,158	61%	38,585	-84%	F	80,376	91,775	88%	112,144	-28%	F	119,000	119,000	0
661.20 Uniforms/ Small Equip-Harbor	0	0		677	-100%	F	0	2,500	0%	999	-100%	F	2,500	2,500	0
665.20 Memb, Conf & Education	0	0		0			3,012	4,000	75%	650	363%	U	4,000	4,000	0
665.21 Meals & Entertainment Harbor	0	0		0			0	0		308	-100%	F	0	0	0
665.22 Mileage Harbor	0	0		0			192	0		347	-45%	F	0	0	0
Total for 665.21 Meals & Entertainment Harbor	0	0		0			192	0		654	-71%	F	0	0	0
665.25 Marina Events	1,029	0		4,463	-77%	F	9,590	10,000	96%	24,028	-60%	F	10,000	10,000	0
66500 Postage and Delivery	0	0		0			20	0		0		U	0	0	0
667.20 Monthly - Yearly OSubscriptions	153	250	61%	468	-67%	F	5,448	6,250	87%	5,256	4%	U	7,000	7,000	0
672.20 Utilities	662	0		998	-34%	F	960	0		6,882	-86%	F	0	0	0
672.30 Electricity	10,030	6,875	146%	12,152	-17%	F	64,865	61,875	105%	64,007	1%	U	82,500	82,500	0
672.40 Water and Sewer	1,478	1,583	93%	729	103%	U	12,826	14,250	90%	15,666	-18%	F	19,000	19,000	0
672.50 Gas	197	667	30%	197	0%	U	4,981	6,000	83%	4,812	4%	U	8,000	8,000	0
672.60 Internet	3,437	1,800	191%	2,371	45%	U	32,125	16,200	198%	17,171	87%	U	21,600	21,600	0
Total for 672.20 Utilities	15,805	10,925	145%	16,448	-4%	F	115,758	98,325	118%	108,538	7%	U	131,100	131,100	0
674.20 Advertising	0	0		3,500	-100%	F	217	5,000	4%	9,610	-98%	F	5,000	5,000	0
676.20 Promotions	116	0		418	-72%	F	3,938	5,000	79%	3,747	5%	U	5,000	5,000	0

677.20 Operations Permits and Licenses	0	0		0			503	500	101%	200	151%	U	500	500	0
679.20 Credit Card Service Charge	704	833	84%	967	-27%	F	-1,453	7,500	-19%	9,273	-116%	F	10,000	10,000	0
679.21 Payment Innovator Fees	0	0		-1,209	-100%	U	0	0		-1,576	-100%	U	0	0	0
Total for 679.20 Credit Card Service Charge	704	833	84%	-241	-392%	U	-1,453	7,500	-19%	7,698	-119%	F	10,000	10,000	0
680.20 Cash Short/ Over	6	0		0	1280%	U	-27	0		18	-255%	F	0	0	0
69810 Bank Service Charges	30	0		167	-82%	F	905	0		1,078	-16%	F	0	0	0
852.20 Other Expense	5,200	167	3120%	0		U	7,800	1,500	520%	3,400	129%	U	2,000	2,000	0
853.20 Legal Expense	1,990	5,000	40%	2,122	-6%	F	32,879	45,000	73%	25,768	28%	U	60,000	60,000	0
854.20 Audit Expenses	0	0		0			19,340	17,000	114%	20,554	-6%	F	17,000	17,000	0
855.20 Bad Debt Expense	0	0		31	-100%	F	5,589	0		-69	-8246%	U	0	0	0
Payroll								0							0
630.10 Payroll - Salaries	21,369	0		0		U	32,100	0		0		U	0	0	0
630.20 Payroll - Hourly	25,271	0		0		U	39,215	0		0		U	0	0	0
630.21 Payroll - Overtime	2,609	0		0		U	4,072	0		0		U	0	0	0
Total for Payroll	49,249	0		0		U	75,387	0		0		U	0	0	0
Slip Cancellation	0	0		0			540	0		0		U	0	0	0
Total Operating Expenses	81,337	92,808	88%	158,615	-49%	F	1,082,924	1,052,625	103%	1,021,247	6%	U	1,324,050	1,082,174	-241,876
Net Operating Income	-21,038	138,282	-15%	48,631	-143%	U	231,280	565,151	41%	389,045	-41%	U	551,920	793,796	241,876
Other Income															
411.20 Interest Earned	1,142	500	228%	2,097	-46%	U	15,477	4,500	344%	26,224	-41%	U	6,000	6,000	0
440.22 Misc Settlement monies	0	0		0			0	0		0			0	0	0
Total Other Income	1,142	500	228%	2,097	-46%	U	15,477	4,500	344%	26,224	-41%	U	6,000	6,000	0
Other Expenses															
682.20 Interest Expense	0	14,822	0%	14,822	-100%	F	127,745	133,398	96%	153,493	-17%	F	177,864	177,864	0
851.20 Loss on Disposal of Assets	0	0		0			0	0		11,935	-100%	F	0	0	0
264.20 Note Payable 2015 Alt Rev Bond Payments							248,150			240,822			424,923		
265.20 Note Payable-Wintrust Payments							131,531			131,531					
242.26 Loan From Airport payments															
Capital Spending - Harbor Funded															
Total Other Expenses	0	14,822	0%	14,822	-100%	F	507,426	133,398	380%	537,781	-6%	F	602,787	177,864	0
Net Other Income	1,142	-14,322	-8%	-12,725	-109%	F	-491,948	-128,898	382%	-511,557	-4%	F	-596,787	-171,864	424,923
Total	-19,895	123,960	-16%	35,906	-155%	U	-260,669	436,253	-60%	-122,512	113%	U	-44,867	621,932	666,799

End of Packet

