

**WAUKEGAN  
PORT DISTRICT**  
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**MINUTES**

WAUKEGAN PORT DISTRICT  
Board Meeting of 21 June 2023  
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, Historian  
Jack Dye  
Tom Evers-remote participation  
Becky Jones-remote participation  
Greg Petry  
Ben Veal

The following Board members were absent:

Paula Trigg

The following Officer was present:

Bob Hamilton, Treasurer-remote participation

District Counsel:

Marcus Martinez

Members of the Port District Staff were present:

Skip Goss, F3 Airport, General Manager/Director, Airport  
Max Pekcan, F3 Marina, General Manager, Harbor  
Mary McCarthy, F3 Marina, Accounting Supervisor

Call to Order

At 4pm counsel announced that a quorum of four must be present in person to start the meeting. Chairman Veal started the meeting at 4:04 pm when Mr. Petry arrived.

Roll Call

Pledge of Allegiance

Approval of Remote Participation/Voting

Moved by Mr. Dye, seconded by Mr. Bach. Approved unanimously on voice vote.

Chairman Remarks

Chairman Veal discussed meetings that he has participated in over the past weeks and the positive accomplishments of both the airport and the harbor.

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## General Counsel Report

Counsel had no report.

## Public Comment – (3 minutes per person)

Tom McIntosh, long time boater had questions, which were answered by the harbor GM, concerning dredging, and pump out and ice machine repairs.

Nikki Sullivan, provided updates on the Jr. Sail program as well as an update on the Chicago/Waukegan race.

## Committee Reports

- Ethics – Khalilah Brown and District Counsel- Ms. Brown updated the board on her role as the Port District ethics officer working along with Mr. Friedman and Mr. Martinez
- Intergovernmental - Greg Petry and Tom Evers-Mr. Petry updated the board on meetings that he has attended with developers to discuss the potential of waterfront development. The committee is suggesting forming a work group between WPD and the city, updating the environmental conditions and zoning for the areas to be developed.
- Documentation and Operational Agreements - Greg Petry and Gene Bach-The committee will update the board handbook.
- Disaster Planning and Departmental Coordination - Becky Jones and Jack Dye-Ms. Jones discussed her meetings with both General Manager's and plans to develop disaster plans.

## Treasurer's and Finance Report

Mr. Dye recommends approval of the check registers. The harbor's bulk fuel purchase was presented to legal counsel for review. It is recommended the fuel purchasing policy should be reviewed and a new and updated policy should be implemented for the 2024 season. The COW should review the harbor's request for a budget revision.

## Consent Agenda

Mr. Bach requested to have the financials removed from the consent agenda. Motion to establish the consent agenda without the financials approved unanimously on a roll call vote on a motion by Mr. Dye, seconded by Mr. Bach.

- May 2023, Electronic Transfer and Check Approval
- May 2023, Financials
- May 2023, Meeting Minutes
- May 2023 Special Meeting Minutes

Motion to approve the Consent Agenda, made by Mr. Evers, seconded by Mr. Dye. Approved on a unanimous roll call vote. Mr. Bach requested clarification around airport and harbor expenses year to date vs. budget. The motion to approve financials was approved unanimously on a roll call vote on a motion by Mr. Petry, seconded by Mr. Dye.

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Agenda

- Committee of the Whole

Mr. Hamilton discussed the need for COW meetings. It was suggested that we poll the board on a series of topics to be addressed. It was also suggested that the staff determine when we hold a COW meeting with “week in review” emails to keep the board informed. Topics would include budget review, strategic planning with F3 leadership, lease/property updates.

Airport General Manager Remarks

Mr. Goss provided updates on the success of two Senator’s visits to the airport, airshow updates and had CMT provide updates on various projects at the airport. The public hearing on the environmental assessment will be pushed back by about two months. The targeted date is early to mid-September.

- 2023-R-13 Approving Consulting Services Agreement with CMT to Rehab Hanger Pavement  
Motion by Mr. Bach, seconded by Mr. Dye. Motion was approved on a unanimous roll call vote.

Harbor General Manager Remarks

- 2023-R-14 Approving Work Order with Edgewater Resources (Marina Dredge and Disposal Permitting)  
Motion by Mr. Petry, seconded by Mr. Dye. Motion was approved on a unanimous roll call vote.

- 2023-R-15 Approving an Agreement with Freepoint Energy Solutions for Electricity Services  
A motion to table this resolution until further research has been done on other providers, made by Mr. Dye, seconded by Mr. Evers was passed by a unanimous roll call vote.
- 2023-R-16 Approving an Intergovernmental Grant Agreement with IDOT  
Motion by Mr. Dye, seconded by Mr. Bach. Motion was approved on a unanimous roll call vote.
- Nautical Boat Club Proposal Presentation – Max Pekcan made a presentation on behalf of Nautical Boat Club.
- Anchorage Yacht Club Presentation – the Commodore of Anchorage Yacht Club was present to make a presentation to the board.

Board Comments

Mr. Dye commented on the success of Chicago/Waukegan race and the positive social media posts on the Jr. Sail program. Mr. Bach requested that Mr. Pekcan investigate logging tonnage from harbor tenants.

Adjournment

On a motion by Mr. Dye to adjourn, seconded by Mr. Bach, the motion was passed unanimously by voice vote.

The meeting adjourned at 5:52 PM.

APPROVED:

Ben Veal, Chairman

