

**MINUTES
REGULAR BOARD MEETING
DECEMBER 10, 2012**

CALL TO ORDER:

President Nathaniel Williams called the Regular Board Meeting to order at 10:15 a.m.

ROLL CALL:

Present: Silas Wilkerson, Attorney Collins, Pastor Johnson, Nathaniel Williams and Ross Amundson.

Absent: Robert Poparad and Roosevelt Allen. [No longer on Board].

Executive Session Attendance:
Silas Wilkerson, Attorney Collins, Pastor Johnson, Nathaniel Williams and Ross Amundson.

PRESIDENT WILLIAMS STATED THAT PURSUANT TO I.C. 5-14-1.5-6(D) THE BOARD OF DIRECTORS OF GARY/CHICAGO INTERNATIONAL AIRPORT AUTHORITY HEREBY CERTIFIES THAT IT DISCUSSED NO SUBJECT MATTER IN THE EXECUTIVE SESSION OTHER THAN THE SUBJECT MATTER SPECIFIED IN THE PUBLIC NOTICE.

ATTENDEES:

ATTORNEY PATRICK LYP

S. LANDRY
K. KURFMAN
C. KEITH
D. SCOTT

B. GYURKO – GYY PROJECT MANAGER
D. WHITEHEAD – GYY SECURITY
J. WARD – GYY MARKETING
KEN ROSS - NGC
TIM WHELAN - AECOM
RICK CORNETT – MILHOUSE ENGINEERING (AECOM)
ANDRES GARCIA - AECOM
JOHN CLARK & AL STANLEY – JCLARK AVIATION GROUP
PAUL KARAS – GARY JET CENTER
MIKE DOYNE – FORMER BOARD MEMBER
RUFUS PURNELL – LIGHTHOUSE MARKETING
FELICIA WALLACE – GARY SANITARY DISTRICT
KEITH BENMAN – THE TIMES
MICHELLE QUINN – POST TRIBUNE
LT. BRUCE OUTLAW - GPD

Pastor Johnson led in Prayer. Silas Wilkerson led the Pledge of Allegiance.

MINUTES:

IT WAS MOVED AND SECONDED TO APPROVE THE REGULAR BOARD MEETING MINUTES OF NOVEMBER 26, 2012.

ROLL CALL

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

DIRECTOR'S REPORT:

➤ **Attorney Status Report**

Attorney Lyp gave some background relative to Yellow Transportation, Inc. He presented a 90-day extension (because all terms not yet finalized) to their current lease. Patrick recommended approval of extension until March 31, 2013.

IT WAS MOVED AND SECONDED TO APPROVE THE 90-DAY EXTENSION TO YELLOW TRANSPORTATION LEASE UNTIL MARCH 31, 2013.

ROLL CALL

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

Patrick expressed his appreciation to the Lake County Commissioners for their assistance in acquiring Tax Certificates to be converted into Deeds relative to property needed by the airport for the relocation project.

➤ **Runway Expansion Program Update**

Tim Whelan, AECOM Project Manager (Assistant to Scott Wheeler), provided an update relative to the Runway Expansion Program. [See attached].

Tim recommended approval of CM #008 (Contract REP011) in a credit amount of \$214,357.98 for costs associated with concrete culvert pipe removal, structure and sediment basin work plus various line item adjustments.

IT WAS MOVED AND SECONDED TO APPROVE CM #008 (CONTRACT REP011) IN A CREDIT AMOUNT OF \$214,357.98.

ROLL CALL

Mr. Wilkerson Aye
Attorney Collins Aye
Pastor Johnson Aye
Mr. Williams Aye
Mr. Amundson Aye

MOTION CARRIED.

Tim recommended approval of CM #009 (Contract REP006) in an amount of \$3,330.20 for line item adjustments and to revise the contract completion date by an additional 75 days.

IT WAS MOVED AND SECONDED TO APPROVE CM #009 (CONTRACT REP006) IN THE AMOUNT OF \$3,330.20.

ROLL CALL

Mr. Wilkerson Aye
Attorney Collins Aye
Pastor Johnson Aye
Mr. Williams Aye
Mr. Amundson Aye

MOTION CARRIED.

Tim recommended approval of the Michael Baker Jr., Inc. Supplemental Engineering Design Services Proposal in the amount of \$37,150.25 to cover additional services, which were not anticipated at the time the initial contract was signed.

IT WAS MOVED AND SECONDED TO APPROVAL THE MICHAEL BAKER JR. SUPPLEMENTAL ENGINEERING DESIGN SERVICES PROPOSAL IN THE AMOUNT OF \$37,150.25.

ROLL CALL

Mr. Wilkerson Aye
Attorney Collins Aye
Pastor Johnson Aye

Mr. Williams Aye
Mr. Amundson Aye

MOTION CARRIED.

Ken Ross explained the reasoning for the purchase of two NAVAID Shelters needed by the Runway Extension Program. He recommended approval of a proposal from Dupont Building, Inc. in the amount of \$75,000.00.

IT WAS MOVED AND SECONDED TO APPROVE THE PROPOSAL BY DUPONT BUILDING, INC. IN THE AMOUNT OF \$75,000.00 FOR TWO NAVAID SHELTERS.

ROLL CALL

Mr. Wilkerson Aye
Attorney Collins Aye
Pastor Johnson Aye
Mr. Williams Aye
Mr. Amundson Aye

MOTION CARRIED.

➤ **Business Development Update**

John Clark briefly highlighted his meeting with FAA representatives in Washington, DC to determine the status of the LOI requesting increasing funding for GYY capital programs. He felt that the meeting was very productive and the request was being favorably considered. Based on the FAA's preliminary review, it appeared that of the \$24 Million requested –\$16 Million was eligible for funding. John added that a response was expected from the FAA within 30-45 days.

➤ **Marketing & Communications Update**

James Ward highlighted the following:

1. Continuing to provide hand outs to various locations throughout the community
2. Increase in web site traffic
3. Comcast Spotlight 30-second TV commercials to run in 5 zones
4. Radio Promotions: Indiana 105.5 fm (12 Days of Christmas contest) WJOB (half time sponsor)
5. Billboard on 80/94 (2 rotating billboards)

6. Future projects (partnerships): Gary Area Career Center, West Side Theatre Guild (James extended an invitation to board members to attend the production at West Side of “The Grinch That Stole Gospel”)
7. Upcoming promotions

➤ **Pitney Bowes Service Agreement**

Steve presented the Pitney Bowes Global Financial Services Agreement for approval. He noted that this was an on-going contract and this was the renewal for another 48 months (4 years). This renewal resulted in a slight savings due the switch from a 10 pound weighing scale to a 5 pound.

IT WAS MOVED AND SECONDED TO APPROVE THE PITNEY BOWES SERVICE AGREEMENT FOR ANOTHER 4 YEARS.

ROLL CALL

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

➤ **Cender & Company Service Agreement Amendment**

Steve presented the Amended Service Agreement with Cender & Company, LLC for various financial services during the time Nicole Thorn resigned and hiring of a new financial Manager, which took approximately two months.

IT WAS MOVED AND SECONDED TO APPROVE THE AMENDED CENDER & COMPANY AGREEMENT.

Silas questioned the not-to-exceed amount of \$15,000.00. Was this the original amount of the Agreement or was it additional. Steve replied that the original Cender Agreement had a not-to-exceed amount of \$15,000 – this Amendment, presented today, did not count against the original \$15,000 – this Amendment was in addition. Discussion ensued regarding total number of days Cender representative performed work for the airport and additional scope of services to original Agreement. Patrick provided further clarification. Pastor Johnson indicated that he wanted to see a billing of the total hours worked and the total cost. Steve responded that he did not have the invoice but it was forthcoming.

PASTOR JOHNSON RESCINDED HIS MOTION. SILAS RESCINDED HIS SECOND.

MOTION RESCINDED.

FINANCIAL REPORT:

Carolyn presented and requested approval of the Purchase Order Approval Lists and Claim Registers for all funds dated December 10, 2012.

IT WAS MOVED AND SECONDED TO APPROVE THE PURCHASE ORDER APPROVAL LISTS AND REGISTER OF CLAIMS FOR ALL FUNDS DATED DECEMBER 10, 2012.

ROLL CALL

Mr. Wilkerson	Abstain
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

➤ **Resolution 2012-4 (Additional Appropriations)**

Carolyn stated that a Public Hearing was scheduled for today prior to adoption of Resolution 2012-4.

The Board President called for a motion to close the Public Session.

IT WAS MOVED AND SECONDED TO CLOSE THE PUBLIC SESSION.

ROLL CALL

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

The Board President called for a motion to open the Public Hearing.

IT WAS MOVED AND SECONDED TO OPEN THE PUBLIC HEARING.

ROLL CALL

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

Carolyn gave background information relative to this Resolution. She stated that the Department of Local Government Finance approved budgets. The airports 2012 budget was approved in 2011 for slightly more than \$5 Million. The Airport Expansion Program began in 2012, which means that the 2012 budget needed to be amended to reflect the progress of receipts and expenditures relating to the project. She requested additional appropriations in the amount of \$23.5 Million.

The Board President asked if there was anyone in the audience who wished to speak for or against Resolution 2012-4.

There were none.

The Board President called for a motion to close the Public Hearing.

IT WAS MOVED AND SECONDED TO CLOSE THE PUBLIC HEARING.

ROLL CALL

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

The Board President called for a motion to re-open the Public Session.

IT WAS MOVED AND SECONDED TO RE-OPEN THE PUBLIC SESSION.

ROLL CALL

Mr. Wilkerson	Aye	Mr. Williams	Aye
Attorney Collins	Aye	Mr. Amundson	Aye
Pastor Johnson	Aye		

MOTION CARRIED.

The Board President called for a motion to adopt Resolution 2012-4.

IT WAS MOVED AND SECONDED TO ADOPT RESOLUTION 2012-4 FOR ADDITIONAL APPROPRIATIONS.

ROLL CALL

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

OLD BUSINESS:

No old business.

NEW BUSINESS:

➤ **Radio One Communications**

Steve presented an addendum to the Radio One Communications Agreement for the 12 days of Christmas promotion in the amount of \$3,100.00. He added that funds for this promotion were included within the 2012 marketing budget.

IT WAS MOVED AND SECONDED TO APPROVE THE ADDENDUM TO THE ORIGINAL RADIO ONE COMMUNICATIONS AGREEMENT.

ROLL CALL

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

➤ **View Outdoor Advertising**

Steve presented two (2) separate View Outdoor Advertising Agreements. One billboard located on I-90 toll road (IN 303-1) and one billboard located on I-94 in Porter County (IN 274-1) each \$3,672.00 for a total cost of \$7,344.00.

IT WAS MOVED AND SECONDED TO APPROVE THE TWO VIEW OUTDOOR ADVERTISING AGREEMENTS.

ROLL CALL

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

➤ **WPWX RADIO – WYCA RADIO – WSRB RADIO**

Steve presented three (3) radio contracts (WPWX, WYCA, and WSRB) for approval after staff review. The total cost for the three contracts \$10,000.00.

IT WAS MOVED AND SECONDED TO APPROVE THE 3 RADIO CONTRACTS SUBJECT TO REVIEW BY COUNSEL/STAFF.

ROLL CALL

Mr. Wilkerson	No
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

As a way to justify marketing spending, Ross Amundson suggested implementing some type of Allegiant survey for their customers – i.e., how they heard about the airport, how they were exposed to Allegiant, etc.

➤ **Resolution No. 2012-5**

On June 25, 2012 the board approved a Resolution (Resolution No. 2012-3) to authorize an Interfund Loan to the Cumulative Building Fund from the ADZ TIF Allocation Fund to assist with cash flow needs until signing of the Regional Development Authority (RDA) Agreement and receipt of funds. As of today, the airport is still awaiting those funds; therefore Carolyn requested extending the Interfund Loan until June 30, 2013.

IT WAS MOVED AND SECONDED TO APPROVE RESOLUTION 2012-5 EXTENDING THE REPAYMENT OF THE \$12 MILLION INTERFUND LOAN.

ROLL CALL

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye

MOTION CARRIED.

FYI - Steve informed the board of a meeting held at GYY, which included Contractors, Pastor Johnson, District 5 Dept. of Labor Regional Administrator, Mayor Karen Freeman-Wilson and other city officials. The purpose of the meeting was to discuss past work completed relative to the Runway Expansion Program, various individuals/companies working on the project and future expectations.

Pastor added that this meeting had been in the planning stages for quite some time. The main focus was local participation and fairness of the hiring process. He was glad to see Union Representation at the meeting because they provided some clarification on various topics. One Contractor made the statement that he would often call the Union Hall requesting local hires to come to job sites to operate his equipment – and many times he did not get the response requested. Pastor’s concern was that things were being done fairly and included hires from the local area. He learned that 98% of all Contractors were Indiana Contractors. Also, some of the major Contractors working on airport projects were Gary companies - but did not employ Gary people. He went ahead to speak about local hiring agreements for federal contracts. Pastor ended by stressing that he just wanted a “good faith effort” to be made. He suggested that this type of meeting be held semi-annually.

President Williams thanked Pastor for this comments. The President acknowledged the presence of former board member, Michael Doyne and former Airport Director, Paul Karas.

PUBLIC INPUT:

Felicia Wallace, City of Gary Assistant Compliance Officer, 3600 W. 3rd Avenue, stated that the Compliance Department looked forward to working closely with Board Members and the airport. Her department wanted to be included at the beginning of the bid process, which was their compliant. She proceeded to explain that the purpose of her department was to ensure that minorities, residents of the City of Gary and Gary Contractors were given a fair opportunity relative to projects going on within the City and the only way that could happen is if her department was involved at the onset/pre-bid. Ms. Wallace contact information: 219/944-0595 ext. 1815.

President Williams thanked Ms. Wallace for her comments.

ADJOURNMENT:

The meeting was adjourned at 11:35 a.m.

MINUTES TRANSCRIBED BY D. SCOTT

File: REGMIN.DECEMBER 10, 2012

Attachments:

1. Scott Wheeler's report dated December 10, 2012
2. Purchase Order Approval Lists/Register of Claims dated December 10, 2012

MINUTES APPROVED:

Ross E. Amundson, Secretary GCIAA

