

**MINUTES
REGULAR BOARD MEETING
NOVEMBER 13, 2012**

CALL TO ORDER:

President, Nathaniel Williams called the Regular Board Meeting to order at 10:20 a.m.

ROLL CALL:

Present: Silas Wilkerson, Attorney Collins, Pastor Johnson, Nathaniel Williams, and Roosevelt Allen.

Absent: Ross Amundson and Robert Poparad.

<p>Executive Session Attendance: Silas Wilkerson, Cornell Collins, Pastor Johnson, Nathaniel Williams and Roosevelt Allen.</p>
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NATHANIEL 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
D. SCOTT

B. GYURKO – GYY PROJECT MANAGER
D. WHITEHEAD – GYY SECURITY
J. WARD – GYY MARKETING
SCOTT WHEELER - AECOM
NIQUELLE ALLEN – CITY OF GARY
JOHN CLARK – JCLARK AVIATION GROUP
PAUL KARAS – GARY JET CENTER
RUFUS PURNELL – LIGHTHOUSE MARKETING
MATT HENKE – REITH-RILEY CONSTRUCTION
CHIP LEE – C. LEE CONSTRUCTION
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 OCTOBER 17, 2012 AND OCTOBER 22, 2012.

ROLL CALL

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

MOTION CARRIED.

DIRECTOR'S REPORT:

➤ **Runway Expansion Project Update**

Scott Wheeler, AECOM Project Manager, provided an update relating to the Runway Expansion Program. [See attached].

Scott recommended approval of CM #003 (Contract REP004). This modification reallocates funds between allowance pay items. This reallocation will result in no change in contract value.

IT WAS MOVED AND SECONDED TO APPROVE CM #003 (CONTRACT REP004) RESULTING IN NO CHANGE IN CONTRACT VALUE.

ROLL CALL

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

MOTION CARRIED.

Scott recommended approval of CM #006 (Contract REP011) in an amount of \$305,049.23. This contract modification balances costs associated with line item adjustments for steel, revetment and grading items and contaminated soil allowance.

IT WAS MOVED AND SECONDED TO APPROVE CM #006 (CONTRACT REP011) IN THE AMOUNT OF \$305,049.23.

ROLL CALL

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

MOTION CARRIED.

Scott recommended approval of CM #008 (Contract REP006) in an amount of \$253,838.09 for line item adjustments and an allowance item for winter conditions.

IT WAS MOVED AND SECONDED TO APPROVE CM #008 (CONTRACT REP006) IN THE AMOUNT OF \$253,838.09.

ROLL CALL

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

MOTION CARRIED.

Scott recommended approval of CM #002 (Contract REP015) in a credit amount of \$67,404.93. This contract modification establishes final agreed to quantities and allows for final invoicing for REP015.

IT WAS MOVED AND SECONDED TO APPROVE CM #002 (CONTRACT REP015) IN A CREDIT AMOUNT OF \$67,404.93.

ROLL CALL

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

MOTION CARRIED.

➤ **Business Development Update**

John Clark briefly highlighted the following:

- LOI Amendment
- FBO/Development Interest
- FBO Minimum Standards
- Commercial Service Minimum Standards
- Meetings with Stakeholders
- Board Workshop
- Boeing Lease Renewal
- Air Service Development

John presented the Air Trade Development Policy and the Financial Self-Sufficiency Policy for review/consideration. He explained both and said he would ask for board adoption at the next board meeting.

➤ **Marketing & Communications Update**

James Ward highlighted the following:

- Mayor's flight to Orlando
- Meeting with Sanford Mayor and other dignitaries
- Sites and places to go of interest in Sanford
- Special deals offered by Allegiant starting in January 2013
- Allegiant profits
- Website hits
- Upcoming aggressive marketing campaign

➤ **Easement for Telecommunication Lines**

Bob presented the Easement for Telecommunication Lines. He explained that this Easement granted AT&T / SBC Communications the right to install, maintain, repair, replace and remove deteriorating telecommunication lines servicing GCA. Further, Bob explained the difference between Easement and Right-of-Entry. An Easement would grant AT&T / SBC the legal right to remove cable lines, if needed, with the airport being liable for cost. AT&T /SBC settled for a Right-of-Entry, which means they repair the lines but if removal is needed then they would be liable for cost. He stressed that the airport needed a Right-of-Entry – not Easement.

The board questioned why an Easement was being presented for approval if a Right-of-Entry was needed. Patrick provided further clarification of the difference of each.

IT WAS MOVED AND SECONDED TO APPROVE THE EASEMENT FOR TELECOMMUNICATIONS LINES.

ROLL CALL

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

MOTION CARRIED.

FINANCIAL REPORT:

Kathy presented and requested approval of the Purchase Order Approval Lists and Register of Claims for all funds dated November 13, 2012. [See attached]. Kathy responded to questions.

IT WAS MOVED AND SECONDED TO APPROVE THE PURCHASE ORDER APPROVAL LISTS AND REGISTER OF CLAIMS FOR ALL FUNDS DATED NOVEMBER 13, 2012.

ROLL CALL

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

MOTION CARRIED.

OLD BUSINESS:

None.

NEW BUSINESS:

As Chairman of the Personnel Committee, Silas recommended hiring of Carolyn Keith as Airport Financial Manager. Silas added that this recommendation came after much research with the aide of Work-One and due diligence of the Personnel Committee. Roosevelt Allen spoke of Carolyn's impeccable credentials.

IT WAS MOVED AND SECONDED TO HIRE CAROLYN KEITH AS GARY CHICAGO AIRPORTS FINANCIAL MANAGER.

ROLL CALL

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

MOTION CARRIED.

PUBLIC INPUT:

None.

ADJOURNMENT:

The meeting was adjourned at 11:04 a.m.

MINUTES TRANSCRIBED BY D. SCOTT

File: REGMIN.NOVEMBER 13, 2012

Attachments:

1. Scott Wheeler's status report dated November 13, 2012
2. Purchase Order Approval Lists/Register of Claims dated November 13, 2012

MINUTES APPROVED:

Nathaniel T. Williams, President GCIAA