



GaryChicago
International Airport

**MINUTES
REGULAR BOARD MEETING
JANUARY 12, 2015**

CALL TO ORDER:

Stephen Mays was welcomed as Board Chairman.

Chairman Mays called the Regular Board Meeting to order at 11:05 a.m.

PLEDGE OF ALLEGAANCE:

Chairman Mays led the Pledge of Allegiance.

CHAIRMAN MAYS 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.

ROLL CALL:

Present: James Cooper, Shontrai Irving, Stephen Mays, Alesia Pritchett and David Fagan.
Absent: Denise Dillard.
Five of the seven member board present, which represented a quorum.

<p>Executive Session Attendance: James Cooper, Shontrai Irving, Stephen Mays, Alesia Pritchett and David Fagan.</p>

ATTENDEES:

Attorney Lee Lane
B. R. Lane
Delbert Brown
Hank Mook
Bill Outlar
Dee Scott
Mayor Karen Freeman-Wilson
Bo Kemp, City of Gary
John Lukas, AECOM
Steve Sandefur, NGC
Emily Tapia-Lopez, Resolute Consulting
Felicia Wallace, Gary Sanitary District
Mike Partin, Gary Jet Center
Rufus Purnell, Citizen
Jim Nowacki, Citizen

Keith Benman, The Times
Christin Lazerus, Post-Tribune
Cpl. Terry Lee, GPD

MINUTES:

IT WAS MOVED AND SECONDED TO APPROVE THE BOARD MEETING MINUTES OF DECEMBER 15, 2014.

ROLL CALL

Mr. Cooper	Aye
Mr. Irving	Aye
Mr. Mays	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

B. R. acknowledged that Mayor Karen Freeman-Wilson was in the audience and wished to address the Board.

Mayor Freeman-Wilson welcomed Stephen Mays as the Chairman and thanked James Cooper for his significant service as Acting Chairman. The Mayor presented a Memorandum of Understanding (MOU) between the Authority and the City of Gary for consideration. She stated that her Chief of Staff recently resigned to pursue other opportunities, which caused her to look at it as an opportunity for Ms. B. R. Lane to return to City Hall plus continue to fulfill her duties to the airport. "AFCO AvPORTS continues to need someone accountable to the airport board, to airport stakeholders and to federal agencies," Lane said. The Mayor felt that this was an opportunity to share Ms. Lane's expertise between the airport and City Hall – similar to the role Dan Vicari plays at the airport and Gary Sanitary District. She also noted that in Ms. Lane's capacity with the airport she would be responsive and accountable solely to the airport board. Mayor Freeman-Wilson realized that this increased Ms. Lane's workload but felt she was up to the challenge. She again asked for consideration of the MOU. After Board approval it would go before the City Council and Board of Works.

David Fagan thanked B. R. for all her hard work. He noted that there was a lot of this type of sharing resources occurring in the private sector. "This is an economic savings to the Gary Airport," Fagan said. To B. R. he said, "We know you are a value greater than your compensation." He appreciated the Mayor being sensitive to airport economics.

Alesia Pritchett noted that the MOU covered all the responsibilities important to the Stakeholders, in that Ms. Lane would continue to be accountable to the Board for the actions of AvPORTS, therefore she was supportive of the MOU.

IT WAS MOVED AND SECONDED TO APPROVE THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE AUTHORITY AND THE CITY OF GARY.

ROLL CALL

Mr. Cooper	Aye
Mr. Irving	Aye
Mr. Mays	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

► **Election of Officers For 2015**

B. R. stated that since this was the first meeting of the year it was appropriate to seek nominations for Vice-Chairman and Secretary.

Chairman Mays called for nominations for Vice-Chairman of GCIAA.

Mr. Fagan nominated James Cooper for Vice-Chairman. Mr. Irving nominated Denise Dillard for Vice-Chairman.

Mr. Cooper stated that he was honored to be elected Vice-Chairman in September 2013 and grateful for all the support he received from his fellow board members over the last fifteen months. He added that although Denise was absent, he understood that she was willing to fulfill the role, therefore he asked the Chairman to remove his name from nomination. "I appreciate David nominating me."

Chairman Mays added that the board appreciated all of Mr. Cooper's hard work and accepted his withdrawal from nomination.

IT WAS MOVED AND SECONDED TO ELECT DENISE DILLARD AS VICE CHAIR OF GCIAA.

ROLL CALL

Mr. Cooper	Aye
Mr. Irving	Aye
Mr. Mays	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

Chairman Mays called for nominations for Secretary of GCIAA.

Mr. Irving nominated James Cooper for Secretary. Mr. Cooper expressed his appreciation but withdrew.

Mr. Irving nominated Alesia Pritchett for Secretary.

IT WAS MOVED AND SECONDED TO ELECT ALESIA PRITCHETT AS SECRETARY OF GCIAA.

ROLL CALL

Mr. Cooper	Aye
Mr. Irving	Aye
Mr. Mays	Aye
Ms. Pritchett	Abstain
Mr. Fagan	Aye

MOTION CARRIED.

► **Runway Expansion Project Update**

John Lukas, Capital Program Manager, briefly summarized two items: *FHWA NEPA Categorical Exclusion Report (CE-4) and the Dune & Swale Mitigation Construction Administration 2014*. The CE-4 legal notice advertised on Dec. 8, 2014 for public comments and closed on Dec. 23, 2014. No public comments were received. The document was returned to the Indiana Dept. of Transportation (INDOT) for signature approval. INDOT will forward to FHWA for final signatures. The CE-4 defines wetlands that will be impacted by relocation of freight lines and CSX/NSR railroads. A Wetland Mitigation Plan will be developed by Cardno/JFNew, which will then be completed and approved by U.S. Army Corp of Engineers to meet INDOT funding guidelines. Regarding the Dune & Swale Mitigation, Cardo/JFNew completed baseline surveys for exotic species in Sept., 2014. Environmental oversight agencies were hosted at the airport on Dec. 22, 2014. The project specific concerns for each agency was discussed and agreement to move forward with restoration work through the public bidding process was decided. The final documents for bidding by qualified contractors was advertised on Jan. 2, 2015. And sealed bids will be received on Jan. 30, 2015 at 1:00 p.m.

John presented final contract modification (CM) #06 – Signals and Trackwork Project (Contract REP016-Railworks) for approval. After John provided project background the following motion was made.

IT WAS MOVED AND SECONDED TO APPROVE SIGNALS & TRACKWORK (PROJECT NO. REP06 RAILWORKS CONTRACT MODIFICATION #006) FOR AN INCREASE IN THE OVERALL CONTRACT VALUE IN THE AMOUNT OF \$15,047.48.

ROLL CALL

Mr. Cooper	Aye
Mr. Irving	Aye
Mr. Mays	Aye

Ms. Pritchett Aye
Mr. Fagan Aye

MOTION CARRIED.

► **AvPORTS Update**

Delbert Brown's report closed out the 2014 year with a significant reduction in deferred maintenance of equipment, grounds and buildings. The remainder of his report briefly highlighted on the following:

- Budget – FY 2014 ended with a budget surplus of \$202,912.00. Saving was achieved in overall operations while increasing revenue capture. New practices were implemented to improve tracking and collection of revenue including aged receivables and a collection process.
- Compliance – Initiatives continue to resolve outstanding items related to compliance with FAA and regulatory agencies. A new audit system and certification process was initiated for supervision and management to review documents on prescribed schedules to ensure quality and consistency across individuals, functions and shifts. New protocols to the wildlife hazard management program were integrated along with an update of the wildlife hazard assessment, which was 10 years out of date.
- Air Service Development – Completed study designed to evaluate air service opportunities relative to primary market area, share of NW Indiana/Chicagoland air service market and customer travel habits. The end result of this process is a thorough data-driven foundation to focus on airline recruiting efforts.
- Minimum Standards – Draft minimum standards were prepared and forwarded to the commercial operators at GYY per the court settlement agreement. Review and comment period ends February 3, 2015.
- AvPORTAL – Updating forms and content to mesh with AvPORTAL system. Conducted a teleconference to do a live training and update with application designer. Implementation continues to move forward.

Mr. Cooper asked for a brief recess.

IT WAS MOVED AND SECONDED TO TAKE A BRIEF RECESS.

ROLL CALL

Mr. Cooper Aye
Mr. Irving Aye
Mr. Mays Aye
Ms. Pritchett Aye
Mr. Fagan Aye

MOTION CARRIED.

(Meeting recessed for 5 minutes)

IT WAS MOVED AND SECONDED TO RECALL THE MEETING TO ORDER.

ROLL CALL

Mr. Cooper	Aye
Mr. Irving	Aye
Mr. Mays	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

► **Approval of 2015 Board Meeting Schedule**

B. R. presented the proposed 2015 board meeting schedule, which represented one meeting per month as opposed to two.

IT WAS MOVED AND SECONDED TO APPROVE THE 2015 BOARD MEETING SCHEDULE.

ROLL CALL

Mr. Cooper	Aye
Mr. Irving	Aye
Mr. Mays	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

FINANCIAL REPORT:

Bill Outlar presented and requested approval of the Purchase Order Approval Lists and Register of Claims for all funds dated January 12, 2015.

IT WAS MOVED AND SECONDED TO APPROVE THE PURCHASE ORDER APPROVAL LISTS AND REGISTER OF CLAIMS FOR ALL FUNDS DATED JANUARY 12, 2015.

James Cooper asked for an amendment to the ADZ/TIF Fund Purchase Order Approval List and Register of Claims for Image Master, LLC. He also asked that the Barnes & Thornburg, LLP Purchase Order be deleted from the General Fund List because he did not think there was a contract in effect for them. Mr. Outlar addressed both of Mr. Cooper's concerns.

THE ABOVE MOTION WAS MODIFIED TO ADDRESS THE CHANGES AS DISCUSSED RELATIVE TO IMAGE MASTER, LLC AND BARNES & THORNBURG, LLP.

ROLL CALL

Mr. Cooper	Aye
Mr. Irving	Aye
Mr. Mays	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

Bill Outlar presented Draw Request #3 and #4 for approval.

IT WAS MOVED AND SECONDED TO APPROVE GCIAA AIRPORT DEVELOPMENT ZONE REVENUE BONDS SERIES 2014 – 2014 CONSTRUCTION ACCOUNT DRAW REQUEST #3 IN THE AMOUNT OF \$228,253.75 AND AUTHORIZE GCIAA BOARD OFFICERS TO EXECUTE THE PAYMENT REQUISITION FORM TO DIRECT THE TRUSTEE TO PAY THE TRANSACTION COST.

ROLL CALL

Mr. Cooper	Aye
Mr. Irving	Aye
Mr. Mays	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

IT WAS MOVED AND SECONDED TO APPROVE GCIAA AIRPORT DEVELOPMENT ZONE REVENUE BONDS SERIES 2014-2014 COST OF ISSUANCE ACCOUNT DRAW REQUEST #4 IN THE AMOUNT OF \$35,000.00 AND AUTHORIZE GCIAA BOARD OFFICERS TO EXECUTE THE PAYMENT REQUISITION FORM TO DIRECT THE TRUSTEE TO PAY THE TRANSACTION COST.

ROLL CALL

Mr. Cooper	Aye
Mr. Irving	Aye
Mr. Mays	Aye
Ms. Pritchett	Aye
Mr. Fagan	Aye

MOTION CARRIED.

PUBLIC INPUT:

Jim Nowacki of Gary's 2nd District centered his comments on the winding down of the airport expansion project, Ms. Lane dividing her time between the airport and City Hall, once a month board meetings and welcoming of Mr. Mays.

ADJOURNMENT:

The meeting was adjourned at 12:05 p.m.

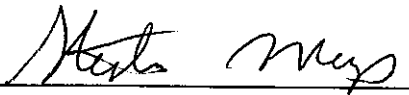
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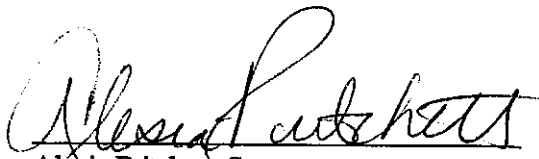
Attachments:

1. Purchase Order Approval Lists/Register of Claims dated January 12, 2015

**MINUTES APPROVED BY
GARY/CHICAGO INTERNATIONAL AIRPORT AUTHORITY**



Stephen Mays, Chairman



Alesia Pritchett, Secretary