

**MINUTES  
REGULAR BOARD MEETING  
APRIL 8, 2013**

**CALL TO ORDER:**

President Nathaniel Williams called the Regular Board Meeting to order at 10:30 a.m.

**ROLL CALL:**

Present: Silas Wilkerson, Attorney Collins, Pastor Johnson, Nathaniel Williams, Ross Amundson, Nicole Thorn and David Bochnowski.

Absent: All Present.

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

**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  
C. KEITH  
D. SCOTT

B. GYURKO – PROJECT MANAGER  
D. WHITEHEAD – GYY SECURITY  
J. WARD – GYY MARKETING  
M. FLORES – GYY ASST. MAINTENANCE SUPERVISOR  
SCOTT WHEELER - AECOM  
RICK CORNETT – MILHOUSE ENGINEERING (AECOM)  
AL STANLEY – JCLARK AVIATION GROUP  
KEN ROSS - NGC  
STEVE SANDEFUR - NGC  
WIL DAVIS & PAUL KARAS- GJC  
JIM NOWACKI - CITIZEN  
KAHARI VELEZ – PAST AIRPORT EMPLOYEE  
COMMISSIONER ROOSEVELT ALLEN  
TRAMEL RAGGS – PAST AIRPORT BOARD MEMBER

MICHELLE QUINN – POST TRIBUNE  
KEITH BENMAN – NWI TIMES  
RUFUS PURNELL – LIGHTHOUSE MARKETING  
FELICIA WALLACE – GARY SANITARY DISTRICT  
GENE REINEKE – HAWTHORNE STRATEGY GROUP  
TIM TOUHY – HAWTHORNE STRATEGY GROUP  
GENE REINEKE – HAWTHORNE STRATEGY GROUP  
CHRIS McKAY – HAWTHORNE STRATEGY GROUP  
JOHN GIRZADAS – BBI  
ROBERT GEDVILLE – RESCUE SECURITY MANAGEMENT  
SANDY ROBBINS – RESCUE SECURITY MANAGEMENT  
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 MARCH 25, 2013.**

**ROLL CALL**

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	Aye
Mr. Bochnowski	Aye

**MOTION CARRIED.**

**PLAQUE PRESENTATION:**

President Williams presented recognition plaques to Commissioner Roosevelt Allen and Tramel Raggs for their commitment to Gary/Chicago International Airport Authority. Plaques were also presented to Kahari Valez and Nicole Thorn for years of dedicated service to Gary/Chicago Airport. Steve acknowledged GYY's receipt of an award from the American Concrete Paving Association for 2013 excellence in concrete paving. This award was a result of NGC's efforts. Ken expounded on the award process.

**DIRECTOR'S REPORT:**

➤ **P-3 Ad Hoc Committee Report**

David Bochnowski, Ad Hoc Committee Chairman, presented the committee report, which is a part of these minutes. [See attached].

**IT WAS MOVED AND SECONDED TO APPROVE THE NEXT KEY STEPS (1 THRU 5) AS PRESENTED BY THE AD HOC COMMITTEE AND ACCEPT/ADOPT THE AD HOC COMMITTEE REPORT DATED APRIL 2013.**

**ROLL CALL**

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	No
Mr. Bochnowski	Aye

**MOTION CARRIED.**

**IT WAS MOVED AND SECONDED TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT BETWEEN GCIAA AND HAWTHORNE STRATEGY GROUP, LLC.**

**ROLL CALL**

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	No
Mr. Bochnowski	Aye

**MOTION CARRIED.**

**IT WAS MOVED AND SECONDED TO AUTHORIZE ATTORNEY LYP TO DRAFT A INTRA-LOCAL AGREEMENT BETWEEN GCIAA AND THE CITY OF GARY AS IT RELATES TO THE P-3.**

**ROLL CALL**

Mr. Wilkerson	Abstain
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	No
Mr. Bochnowski	Aye

**MOTION CARRIED.**

➤ Runway Expansion Project Update

Scott Wheeler provided an update relative to the Runway Expansion Program. [See attached].

Scott recommended approval of CM #007 (Contract REP002) in a deduct amount of \$115,869.22 for final project quantity adjustments and added costs for a bridge identification sign.

**IT WAS MOVED AND SECONDED TO APPROVE CM #007 IN A DEDUCT AMOUNT OF \$115,869.22.**

**ROLL CALL**

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	Aye
Mr. Bochnowski	Aye

**MOTION CARRIED.**

Scott requested approval of (Contract REP008) in the amount of \$76,500.00 to procure 1.02 acres of mitigation credits from the Lake Erie Land Company.

**IT WAS MOVED AND SECONDED TO APPROVE CONTRACT REP008 IN THE AMOUNT OF \$76,500.00.**

**ROLL CALL**

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	Aye
Mr. Bochnowski	Aye

**MOTION CARRIED.**

David raised a point/question regarding the 'risk management process' (outside entity to make sure airport contracts are adhered to – entity to audit contracts). Steve explained the internal process, which ends with the 'round table'. Al Stanley provided some insight relative to industry practice. There was lengthy discussion with the decision being that the Ad Hoc Committee would explore the risk management process and report back.

➤ **Business Development Update**

Al Stanley briefly highlighted the following:

1. LOI Amendment
2. East Lake Management and Development Corp.
3. Boeing Lease Renewal
4. Aviation Fuel Storage Facility

Mr. Stanley presented the Aviation Fuel Storage Facilities and Operations Policy for approval.

**IT WAS MOVED AND SECONDED TO APPROVE THE GCIAA AVIATION FUEL STORAGE FACILITIES/OPERATIONS POLICY.**

**ROLL CALL**

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	Aye
Mr. Bochnowski	Aye

**MOTION CARRIED.**

➤ **Marketing / Communications Update**

James Ward highlighted the following:

1. Two Rotating Billboards
2. 1<sup>st</sup> Quarter Radio Advertising
3. Social Media
4. Website Visits, Top Referring Sites and Countries Visiting GYY Website
5. Allegiant's Upcoming Promotion

Gene Reineke, Hawthorne Strategy Group introduced himself and gave brief background history. Also explained that Hawthorne would serve as the primary communications consultant with responsibilities for a variety of activities for GYY.

➤ **Old National Insurance Service Agreement Renewal**

Steve requested approval of the contract extension for Old National Insurance. Term of the extension would be April 1, 2013 to March 31, 2015 at a flat fee of \$5,200 per year.

**IT WAS MOVED AND SECONDED TO THE OLD NATIONAL CONTRACT EXTENSION FROM APRIL 1, 2013 TO MARCH 31, 2015.**

**ROLL CALL**

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	Aye
Mr. Bochnowski	Aye

**MOTION CARRIED.**

Steve briefly updated the board on the Gary Control Tower closure. The FAA changed the date of the 149 tower closures from April 21, 2013 to June 15, 2013. He added that he investigated the cost to keep the airport tower open with local funding should local funding become available. He researched major points – i.e., salary/benefit cost from Midwest ATC, cost of equipment owned/operated/maintained by the FAA. Steve stated that he and staff would continue to seek answers to major questions.

Pastor Johnson commented on an article found in the ‘US News’, which gave a detailed description of reasons for tower closures across the nation. The article also mentioned push back from a number of communities and felt that our community should do the same – i.e., contact local congressman and officials who could make a difference. He stressed that a fight should be forged to keep Gary Tower open.

**FINANCIAL REPORT:**

Carolyn presented and requested approval of the Purchase Order Approval Lists and Register of Claims for all funds dated April 8, 2013. [See attached].

**IT WAS MOVED AND SECONDED TO APPROVE THE PURCHASE ORDER APPROVAL LISTS AND REGISTER OF CLAIMS FOR ALL FUNDS DATED APRIL 8, 2013.**

**ROLL CALL**

Mr. Wilkerson	Abstain	Mr. Amundson	Aye
Attorney Collins	Aye	Mrs. Thorn	Aye
Pastor Johnson	Aye	Mr. Bochnowski	Aye
Mr. Williams	Aye		

**MOTION CARRIED.**

Steve commented on the A.A.A.E. Conference, which he would attend along with Patrick and David.

**OLD BUSINESS:**

➤ **JACOWA 3 Entertainment, LLC**

Steve presented the Marketing Service Agreement between GCIAA and JACOWA 3 Entertainment, LLC (James Ward) for renewal. He recommended continuing the services of JACOWA 3 at the current rate (\$4,333.33 per month) until December 31, 2013. He added that Mr. Ward would have the ability to submit expense reports as per airport policy. Steve recommended not implementing the public art initiative, which Mr. Ward requested, because funding was simply not available in 2013 but added that it was noteworthy and should be revisited in 2014.

**IT WAS MOVED AND SECONDED TO RENEW THE SERVICE AGREEMENT BETWEEN JACOWA 3 ENTERTAINMENT, LLC AND GCIAA UNTIL DECEMBER 31, 2013 AT THE CURRENT RATE.**

**ROLL CALL**

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	Aye
Mr. Bochnowski	Aye

**MOTION CARRIED.**

➤ **Restructured GCA Proposed Organizational Chart Request**

Steve stated that he made a request to the Budget Committee regarding a change in the organizational chart in order to streamline airport staff and compensate for additional staff tasks. He presented the current flow chart and his proposed flow chart. On a temporary basis, he proposed elevating Robert Gyurko to Interim Deputy Director – with full authority to operate as the Deputy Director under the current airport Deputy Director job description. He proposed combining the positions of Operations Manager and Security Manager into one position/person. Also, moving one person from the Maintenance Department into the newly created slot of Operations & Security Specialist. This would provide 24-hour coverage, especially during snow removal season. He requested implementing these changes. Steve’s reasoning was to improve airport efficiency. He proceeded to explain his many additional tasks, which were unforeseen 2 ½ years ago, which now required his full attention.

Someone to oversee departments was the reasoning for his recommendation of Mr. Gyurko. Steve reviewed the 2013 Salary Ordinance and the restructured 2013 Salary Ordinance. He noted that the 2013 restructured Salary Ordinance simply shifted money around. He requested a Resolution to amend the 2013 Salary Ordinance and approval of the organizational changes as well as salary changes.

Pastor Johnson wanted confirmation that these were temporary changes. Steve replied that the changes could be made temporary given what was transpiring relative the P3 initiative. He stressed that his recommendation was not to impede that process – this was recognition of more tasks than 2 ½ years ago. He added that the organization needed to change to accommodate the current level of activity. Pastor Johnson wanted to be sure it was stated and known that these were temporary changes per the current situation. This was not permanent and could be changed at any time. David Bochnowski noted that he would not like to see names next to positions. He also questioned what would happen if the proposed restructure did not survive because at some point a new structure was authorized – what would happen to the Interim Deputy Director if a new/different Deputy Director was named – what happened to that person and their salary? Steve stated that it would go back to the previous salary. Pastor Johnson confirmed that it would return to the previous position/salary. Mrs. Thorn suggested not decreasing the Salary Ordinance, leaving it at the present level – leaving the allotted slots open.

Silas questioned if there were job descriptions to accompany the newly created positions. Steve replied that he had them and they would need to be approved as well. Silas questioned if the Board should see the job descriptions prior to approval of the proposed restructured salary ordinance. He noted that the job descriptions for the newly created positions were certainly not already contained in the personnel manual. Discussion ensued relative to the job descriptions. Mrs. Thorn, again recommended, leaving the total amount the same, make the change for Miss Whitehead, Mr. Gyurko and Mr. Dennis. And leave the other related slots unfilled – do not decrease the overall amount in the event the Board decided to return everything to its current status. Steve replied that was exactly his recommendation – keeping the salary ordinance at the same level, therefore these changes could be reversed at any time because the salary ordinance, overall, was not being increased/decreased. Ross commented that the Personnel Committee supported these changes.

David asked the Board if there was a timeline on the term Interim? The answer was no. Pastor Johnson further responded to David's question.

Patrick suggested that the Board approve the proposed organizational chart and the airport salary ordinance be amended to reflect no change in amount – just allocation. And, subject to review by the Personnel Committee, accept the new job descriptions. These recommendations would be effective as of today's date.

**IT WAS MOVED AND SECONDED TO APPROVE THE PROPOSED ORGANIZATIONAL CHART, THE 2013 RESTRUCTURED SALARY ORDINANCE TO REFLECT NO CHANGE IN AMOUNT – JUST ALLOCATION AND ACCEPTANCE OF NEW JOB DESCRIPTIONS, SUBJECT TO PERSONNEL COMMITTEE REVIEW.**

**ROLL CALL**

Mr. Wilkerson	No
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	Aye
Mr. Bochnowski	Aye

**MOTION CARRIED.**

Silas stated that at the last meeting it was approved by a vote of 6-0 to initiate the Executive Director search. He and Patrick were tasked with the responsibility. And since they did not have the expertise, they reached out to Unison Consulting (a sub-contractor to Landrum & Brown) and were recommended two companies: Spencer Stuart and ADK. These companies specialized in executive searches for airports. Patrick added that these companies were both highly qualified. And it was agreed that ADK was the best appropriate choice and would work well with the Airport Board. Silas commented on their fee structure. Nikki questioned if funds were available, to which Carolyn replied yes. David questioned the length to time for the process, to which Silas replied approximately 90 days. David confirmed that the Ad Hoc Committee would have input into the search process.

**IT WAS MOVED AND SECONDED TO HIRE ADK EXECUTIVE SEARCH AND AUTHORIZE PATRICK TO IMMEDIATELY START NEGOTIATIONS.**

**ROLL CALL**

Mr. Wilkerson	Aye
Attorney Collins	Aye
Pastor Johnson	Aye
Mr. Williams	Aye
Mr. Amundson	Aye
Mrs. Thorn	Aye
Mr. Bochnowski	Aye

**MOTION CARRIED.**

Pastor Johnson asked that his fellow board members be considerate of all the dedicated hard work Steve accomplished for GYY. Also, he asked that the unfilled position of Deputy Director be kept in mind.

**NEW BUSINESS.**

None.

**PUBLIC INPUT:**

Wil Davis, Gary Jet Center, addressed Al Stanley by saying that he made some statements that were incorrect. Wil said that Mr. Stanley asked the Board to approve a Fuel Farm Policy that basically was not going to work. He added that if Mr. Stanley had given him the courtesy of a phone he would have explained his issues. Relative to the Airport Control Tower, Wil stated that he took it upon himself to talk to Bill Hanna of the RDA (simply because he knew him). Wil stressed the importance of having a plan in case the tower closed. Funding needed to be in place along with a contract with Midwest ATC. He noted that having a Control Tower was a huge safety and marketing asset. Without a tower, safety would be impaired, especially with construction. Wil asked for Board support since he could not represent the airport on his own. He asked for someone on the Board to work with as far as implementing a plan to keep Gary Tower open.

The Board expressed their understanding and stressed that they were aware of the importance of keeping the tower open and were in the process of having a plan in place.

Jim Nowacki, 1<sup>st</sup> District, began his comments with his gladness to see awards presented. He went ahead to say that every major catastrophe in the City of Gary started the same way. The following represents his view of the airport. The airport is a disaster. The airport lurches from one plan to another. The airport is now lurching head long into another morass (mess, chaos, quagmire). All that is required to run the airport – is simply to run it. The citizens of Gary are getting screwed. The airport is bleeding cash. The airport is loosing value every single day because the airport is not being managed. Hangar space at the airport is minus 40%. Any business that has 40% vacancy – has a problem. It's not that the runway is not long enough. The problem is management. The airport does not do basic things. They have "pie in the sky dreams". He ended with the statement that he would continue praying and he was glad that God heard his prayers.

**ADJOURNMENT:**

The meeting was adjourned at 12:35 p.m. **MINUTES TRANSCRIBED BY D. SCOTT**

Attachments:

1. P3 Ad Hoc Committee Report dated April 8, 2013
2. Scott Wheeler's Report dated April 5, 2013
3. Purchase Order Approval Lists/Register of Claims dated April 8, 2013

MINUTES APPROVED:

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Ross E. Amundson, Secretary, GCIAA