

**MINUTES  
REGULAR BOARD MEETING  
SEPTEMBER 24, 2012**

**CALL TO ORDER:**

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

**ROLL CALL:**

Present: Silas Wilkerson, Cornell Collins, Pastor Johnson, Nathaniel Williams, Ross Amundson and Roosevelt Allen, Jr.

Absent: Robert Poparad

Executive Session Attendance:

Silas Wilkerson, Cornell Collins, Pastor Johnson, Nathaniel Williams, Ross Amundson and Roosevelt Allen, Jr.

**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  
L. NIXON

B. GYURKO – GYY PROJECT MANAGER  
D. WHITEHEAD – GYY SECURITY  
J. WARD – GYY MARKETING  
KEN ROSS - NGC  
SCOTT WHEELER – AECOM  
RICK CORNETT – MILHOUSE ENGINEERING (AECOM)  
NIQUILLE ALLEN – CITY OF GARY  
JOHN CLARK – JCLARK AVIATION GROUP  
AL STANLEY JCLARK AVIATION GROUP  
PAUL KARAS – GARY JET CENTER  
RUFUS PURNELL – LIGHTHOUSE MARKETING  
LU ANN FRANKLIN – THE TIMES  
MICHELLE QUINN – POST TRIBUNE  
LT. BRUCE OUTLAW - GPD

Pastor Johnson led in Prayer.

**DIRECTOR'S REPORT:**

➤ **Attorney Status Report**

Patrick presented and requested approval of the lease with Gary Jet Center for what is commonly known as 'the Burrell Hangar'.

**IT WAS MOVED AND SECONDED TO APPROVE THE LEASE WITH GARY JET CENTER FOR THE BURRELL HANGAR.**

**ROLL CALL**

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

**MOTION CARRIED.**

FYI – Relative to Swift Trucking, Patrick stated that this project was closed/complete. Pertaining to the John Borak Subdivision, the City of Gary approved the vacation of the roads within the subdivision, which was required by IDEM.

➤ **Runway Expansion Project Update**

Scott Wheeler, AECOM Capital Program Manager, provided a status report relating to the Runway Expansion Program. [See attached].

Scott recommended approval of CM #004 (Project No. REP002) in a decrease of \$24,751.00. He added that this contract modification was comprised of two items: temporary check dam/straw bales and haul road restoration credit.

**IT WAS MOVED AND SECONDED TO APPROVE CM #004 (PROJECT NO. REP002) IN THE AMOUNT OF \$24,751.00.**

**ROLL CALL**

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

**MOTION CARRIED.**

Scott requested approval to enter into negotiations with Ground Engineering Consultants, Inc. in an amount not to exceed \$22,000.00 to validate results of the dynamic compaction performed by the REP003 contract. This will be accomplished by reviewing all documentation associated with this project. In addition Ground Engineering would also perform borings in order to validate the effectiveness of dynamic compaction.

**IT WAS MOVED AND SECONDED TO APPROVE ENTERING CONTRACT NEGOTIATIONS WITH GROUND ENGINEERING CONSULTANTS, INC. IN AN AMOUNT NOT TO EXCEED \$22,000.00.**

**ROLL CALL**

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

**MOTION CARRIED.**

Scott recommended approval of CM #005 (Project No. REP011) in a decreased amount of \$109,412.03. This reflects changes associated with removal of conflicting utilities and a credit for not installing the cofferdam per plans and specifications.

**IT WAS MOVED AND SECONDED TO APPROVE CM #005 (PROJECT NO. REP011) IN A DECREASED AMOUNT OF \$109,412.03.**

**ROLL CALL**

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

**MOTION CARRIED.**

Pastor Johnson asked Scott to clarify the process of minority participation relative to jobs on airport projects.

Scott explained the process of how contracts are let. He stated that most of the contracts involve funding from the RDA or FAA. All union contractors work on the projects. GYY hires the contractors working through the Unions and Unions work on a seniority basis. GYY has no control over which Subs contractors select to work on the jobs. He completes certified payroll forms and RDA forms, which address ethnicity and gender of employees – but with regard to specifying the workers – GYY does not have that contract right. He informs the contractors that they must provide a level of minority participation, in the case of all GYY contracts, which is a 15% minimum. Likewise, Women’s Enterprise Business participation is 5% on all GYY contracts. The final group is the Disadvantaged Business Enterprise, which is 1.96% or 6.96% participation – once again – these are certifications from the State.

Pastor thanked Scott for the explanation in public session because he knew that many people felt the airport had control over hiring individuals to work on airport projects.

Roosevelt asked Scott if the percentage requirements he quoted were represented in the Specs that went out to proposed vendors. Scott replied – absolutely. He added that the requirements were also outlined at the Pre-Bid Meetings. Scott proceeded to explain GYY’s records control regarding the level of participation from different entities.

➤ **Business Development Update**

John Clark, CEO JClark Aviation Group, stated that he was having discussions with a company that was interested in creating a second FBO. Discussions focused on requirements, intent and level of investment. John planned to present the board with a policy that would establish a level of standards for FBO operations at GYY. He intended to use FAA Advisory Circulars as a base, but also compliment that with, what he felt, were the best industry practices.

➤ **Marketing & Communications Update**

James Ward highlighted the following:

1. Final week to register for ‘The Quest’, which is a promotion to bring awareness to the airport as well as Allegiant’s Orlando flight. This promotion has been very successful. Thus far 750 have registered to participate next Saturday at Marquette Park Beach at 10:00 a.m. One hundred sixty-six people have registered for ‘Vote for Vacation’.

- 2. Web site traffic has increased. As of September we have had 231 (views), 20,451 (visits) and 554,313 (hits). These figures have doubled from the previous 3 months.
- 3. Social medial sites – Face book (510 friends), Twitter (66 followers) and Utube (279 viewers). Relative to statistics, top group (35-44 years of age), second group (45-54), third group (55-64) and the least amount of viewers are 65 plus.
- 4. Best site referrals are Google, Bing and Uwho. He added that major headway is being made via the social media sites.

**FINANCIAL REPORT:**

K. Kurfman presented the Amended Purchase Order Approval List and Register of Claims dated September 10, 2012, which moves JACOWA 3 Entertainment from the Marketing Fund to the General Fund. [See attached].

**IT WAS MOVED AND SECONDED TO APPROVE THE AMENDED PURCHASE ORDER APPROVAL LIST AND REGISTER OF CLAIMS DATED SEPTEMBER 10, 2012.**

**ROLL CALL**

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

**MOTION CARRIED.**

K. Kurfman presented and requested approval of the Purchase Order Approval List and Register of Claims for all funds dated September 24, 2012. [See attached]. Kathy responded to questions.

**IT WAS MOVED AND SECONDED TO APPROVE THE PURCHASE ORDER APPROVAL LIST AND REGISTER OF CLAIMS FOR ALL FUNDS DATED SEPTEMBER 24, 2012.**

**ROLL CALL**

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

**MOTION CARRIED.**

K. Kurfman stated that today was advertised as the Public Hearing for the Gary/Chicago International Airport 2013 Budget. The General fund budget totaled Three Million Two Hundred Ninety-Seven Thousand Forty-Six Dollars (\$3,297,046) and the Cumulative Building Fund Budget totaled Six Million Two Hundred Fifty-Eight Thousand Nine Hundred Ninety-Two Dollars (\$6,258,993).

**~ Public Hearing Opened ~**

► President Williams called for any comments regarding the Gary/Chicago International Airport 2013 Budget. ◀

There were no comments.

**~ Public Hearing Closed ~**

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**SILAS MADE A MOTION TO SEEK AN ACCOUNTING CONSULTANT TO HANDLE THE DAY-TO-DAY ACCOUNTING DUTIES UNTIL THE SEARCH IS COMPLETED TO HIRE A NEW FINANCIAL MANAGER. ATTORNEY COLLINS SECONDED THE MOTION.**

**ROLL CALL**

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

**MOTION CARRIED.**

**PUBLIC INPUT:**

Rufus Purnell invited the airport to a 4-day trade show at McCormick Place, January 21-24, 2013. This is a material handling show, which comes to Chicago every 4 years.

He stressed that this is basically a free marketing opportunity of Gary Airport. Last year 7 airports participated and they were searching for freight handling opportunities.

President Williams thanked Mr. Purnell for the information.

Paul Karas, representing Gary Jet Center, expressed two concerns:

1. The airport received a grant (with matching funds) from the Federal Grant Administration in an amount in excess of a Million Dollars for improving passenger access between the airport and the South Shore Rail Road Station. He added that those monies had not been expended and was concerned that those funds would be taken away by the FDA.
2. Approximately two weeks ago airport tenants learned that waste material taken from the clearing operation of the runway extension project had been stock piled in an area by the NIPSCO Station, which was prime property (dedicated by the Master Plan) for economic development. The concern was that there was no definite plan for removal of the waste.

President Williams thanked Mr. Karas for his comments.

Scott Wheeler clarified that the area where the waste was stock piled was not the acreage that Mr. Karas referred to. The owner of the area Mr. Karas referred to is owned by Zeleski Trust – not the airport. Using a map Scott indicated exactly where the waste material was located. Discussion ensued relative to this area of land. Since it was obvious that this could be a lengthily discussion, it was decided to defer until a later date.

**ADJOURNMENT:**

The meeting was adjourned at 11:15 a.m.

**MINUTES TRANSCRIBED BY D. SCOTT**

File: REGMIN.SEPT. 24, 2012

**Attachments:**

1. Scott Wheeler's status report dated September 24, 2012
2. Purchase Order Approval Lists/Register of Claims dated September 24, 2012

**MINUTES APPROVED:**

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Ross E. Amundson, Secretary GCIAA