



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | December 11, 2013

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The Regular Meeting of the Hall County Airport Authority (HCAA) Board was held at the Airport Authority Conference Room, 3743 Sky Park Road, Grand Island, Nebraska 68801 on December 11, 2013. Pursuant to proper legal notice, Board Chair Werner called the meeting to order at 8:03 a.m., and announced location of the Nebraska Open Meeting Act for public viewing.

The Pledge of Allegiance was said in unison.

AIRPORT AUTHORITY BOARD MEMBER(S) PRESENT: Chair Lynne Werner, Vice-Chair Larry Hobbs, Secretary/Treasurer Brian Quandt, Ken Caldwell and Joe Cook.

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Human Resource/Accounting Manager Annette Schimmer, Operations Manager/Security Coordinator Doug Brown, and Administrative Assistant Debra Potratz.

LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

OTHERS PRESENT: Dan Smith and Paul Greiger from D.A. Davidson, Paul Strege from Mead & Hunt, Zach Thompson from Trego/Dugan Aviation of Grand Island and Tracy Overstreet from The Grand Island Independent.

PUBLIC REQUEST TO SPEAK ON AGENDA: None.

PUBLIC HEARING AND PUBLIC MEETING ON 2013 BOND SERIES: At 8:04 a.m. Board Chair Werner opened the 2013 Bond Issuance hearing pursuant proper legal notice, and to Section 147(f) of the Internal Revenue Code related to the proposed financing of certain airport improvements.

The hearing informed the public of the issuance by the Airport Authority of its General Obligation Bonds in the aggregate principal amount to exceed \$4,500,000. The proceeds of which will be used to in part pay the costs of certain improvements to the existing airport and related facilities of the Airport Authority, including an airport passenger terminal, a Fixed Based Operator terminal building and a hanger, and related office and temporary housing for air medical transport purposes.

The public was invited to comment on the Bond Projects. With no public participation, the 2013 Bond Series Hearing was closed at 8:06 a.m.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- **Minutes from Regular Meeting held on Nov 13, 2013.**
- **RESOLUTION NO. 13-87: CLAIMS NO. 2957-2964.**
- **RESOLUTION NO 13-88: REIMBURSEMENT RESOLUTION FOR EXPENDITURES RELATED TO REMOTE PARKING LOT + EAST TERMINAL LOT, RECONSTRUCT BUILDING 113 APRON, AND GATE 8 ENTRANCE ROAD WIDENING FOR TREGO/DUGAN AVIATION OF GRAND ISLAND FBO TERMINAL PROJECT.**
- **RESOLUTION NO 13-89: REIMBURSEMENT RESOLUTION FOR EXPENDITURES RELATED TO 5-UNIT AIRCRAFT HANGER PROJECT.**

- **RESOLUTION NO 13-92: REIMBURSEMENT RESOLUTION FOR EXPENDITURES RELATED TO IMPROVE TERMINAL BUILDING – PHASE I ENGINEERING SERVICES (AIP 3-31-0034-37).**

Motion by Mr. Caldwell, second by Mr. Cook to approve the Consent Agenda. Upon roll call, motion was approved with a 5-0 vote.

CONSIDERATION AND APPROVAL OF RESOLUTION NO 13-91: 2013 BOND ISSUANCE. Bond expenses are estimated at 1.5%. 2013 Bond Issuance will not exceed \$3,920,000.00.

Dan Smith and Paul Greiger from D.A. Davidson provided an overview of the bond process, the Airport Authority's current bonds, and summarized the following bond projects:

Project	Bond Category	Budgeted Construction Cost	Budgeted Engineer Cost	Total Cost
LifeTeam Building 113A Reconstruction	AMT	134,000.00	0.00	134,000.00
Design/CA Services new FBO Terminal Building	AMT	Included in 2014 Bonds	171,491.00	171,491.00
Design/Construct 5-Unit Aircraft Hanger	GEO	731,098.00	94,731.00	825,829.00
Phase 1: Remote Parking Lot (500 stalls), East Terminal Lot (100 stalls), Entrance Road, Sky Park Turning Lane, Building 113 Ramp Reconstruction, Fairchild Lane (Gate 8) Reconstruction, FBO Civil Site Improvements – Full Design/Construction.	GEO	1,921,464.47	415,232.00	2,336,696.47
Design & CA for Airline Terminal	AMT		390,775.00	390,775.00
	Totals:	2,786,562.47	1,072,229.00	3,858,791.47

The Alternate Minimal Tax (AMT) Bonds have some benefit to the public as well as the business. These bonds are taxable and have a higher percentage bond rate. The General Obligation (GEO) Bonds are improvements to a facility and are tax-exempt and have a lower percentage bond rate.

Motion by Mr. Caldwell, second by Mr. Cook to approve Resolution 13.91: 2013 Bond Issuance. Upon roll call, motion was approved with a 5-0 vote.

ACKNOWLEDGEMENT OF RECEIPT OF TORT CLAIM. The Hall County Airport Authority acknowledged the receipt of Tort Claim from Debra Dornhoff and Steven Dornhoff's attorney dated December 5, 2013. Airport Attorney Ron Depue recommended no formal action be taken by the Board at this time and to refer claim to insurer for decision.

FINANCIAL REPORTS | NOVEMBER 2013:

Financial Reports by Human Resource/Accounting Manager Annette Schimmer:

- Operating Income and Operating Expenses should be at 16.67%
 - Operating Income is at 14.67% | \$78,802.85 | YTD \$160,616.52
 - Operating Expenses is at 12.05% | \$120,586.99 | YTD \$176,638.29
 - Total Operating Income/Loss is at 4.32 | (\$41,784.14) | YTD (\$16,021.77)
 - Total Net Income/Loss is at 28.86% | (\$717,894.89) | YTD (\$1,165,056.69)
- Past Dues Report: (Aging over 30 days) \$8,628.78 as of today.
- Covered Parking Report: 25 transactions with a net revenue of \$461.80 | YTD \$1,681.33
- Fuel Flowage Report: Trego/Dugan Aviation of Grand Island
 - Jet A & 100LL ▪ 112,121.00 gallons delivered | YTD 223,141.00
 - Fuel Flowage ▪ \$6,166.66 fuel flowage received | YTD \$12,272.76
 - Diesel ▪ 704.00 gallons delivered | YTD 704.00
 - Unleaded ▪ 500.10 gallons delivered | YTD 500.10
 - Fuel Flowage ▪ \$66.22 fuel flowage received | YTD \$66.22

94 ACTIVITY REPORTS | NOVEMBER 2013:
 95 Air Traffic Activity Report by Executive Director Mike Olson:
 Central Nebraska Regional Airport

Itinerant Operations	Nov 2012	Nov 2013	% Change
Air Carrier	36	34	(6)
Air Taxi	249	254	2
Civil Aviation	784	747	(5)
Military	126	120	(5)
Total OPS	1195	1155	(3)
Local Operations			
Civil	244	380	56
Military	60	140	133
Total LCL	304	520	71
TOTAL TRF	1499	1675	12

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 97 Enplanement Report by Executive Director Mike Olson:

	2013	2013	2012	
	Nov	Load Factor %	Nov	+/- %
Allegiant	2,357	86	2,649	-11%
American	1,787	79	1,907	-6%
Charters	0		0	
Mo. Emp	4,144		4,556	-9%
Yr to Date	50,740		49,998	1%

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 99 Operations Report by Operations Manager/Security Coordinator Doug Brown:

- 100 • Provided Aircraft Rescue and Fire Fighting (ARFF)/Direct Ramp Observation (DRO) for Allegiant
- 101 flights and ARFF for American Eagle daily flights.
- 102 • Conducted monthly ARFF drills and weekly training held on Part 139 Training, Safety, and
- 103 Transportation Security Administration procedures.
- 104 • Both maintenance staff shifts provided snow removal.
- 105 • Replaced elevated guard light on Bravo. The current lights are old and replacement parts are not
- 106 available.
- 107 • Ran conduit and phone lines to electrical vault in preparation of moving the Weather Service
- 108 equipment from Bldg 100A (HCAA Admin Bldg) to the vault.
- 109 • Gutters were replaced on Bldg 129 (Maintenance).
- 110 • Completed painting the exterior of Bldg 113A (LifeTeam) and Bldg 113B (Trego/Dugan Aviation
- 111 Hanger). Gutters are slated for installation later this week.
- 112 • Deb Larson is the new director at Grand Island Clean Community Systems.
- 113 • Filters were replaced on all HVAC units.
- 114 • Replaced overhead door on Bldg 804 (BKEP).
- 115 • Roads were maintained in industrial park.
- 116 • Continue with general repairs to Bldg 101A (Terminal) and airport buildings.
- 117 • Numerous other daily projects completed and scheduled.

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 119 EXECUTIVE DIRECTOR'S REPORT:

120 Executive Director attended the 2013 Airport Roundtable in Berkley, CA November 13-15-2013.

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 122 The Board reviewed and defined the top-5 selections of the SWOT (Strengths, Weakness, Opportunity and
 123 Threats) analysis.
 124

- 125 ANNOUNCEMENTS:
126 a) Soup Supper - January 14, 2014 from 4:30-7 p.m.
127 b) Study Session –Wednesday, January 15, 2014 from 4-7 p.m. at City Library Conf Rm ABC.
128 c) Next Board Meeting January 16, 2014.
129 d) Nebraska Aviation Symposium – January 23, 2013 in Kearney, NE.

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131 EXECUTIVE SESSION:

132 *Motion by Mr. Quandt, second by Mr. Hobbs to go into Executive Session to discuss airline and contract*
133 *negotiations and the Dornhoff Tort Claim. Upon roll call, motion was approved with a vote of 5-0 and Board*
134 *went into Executive Session at 9:32 a.m.*

135
136 *Motion by Mr. Quandt, second by Mr. Hobbs to come out of Executive Session with no decisions being*
137 *made and reconvene to Regular Session. Upon roll call, motion was approved with a vote of 5-0 and Board*
138 *came out of Executive Session and into Regular Session at 10:13 a.m.*

139
140 ADJOURNMENT:

141 *Motion by Mr. Caldwell second by Mr. Cook to adjourn the meeting. Upon roll call, motion was approved*
142 *with a vote of 5-0 and meeting was adjourned at 10:15 a.m.*

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144 HALL COUNTY AIRPORT AUTHORITY

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148 Debra Potratz | Administrative Assistant

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152 Lynne Werner | Board Chair

_____ Brian Quandt | Board Secretary/Treasurer

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155 (SIGNATURES ON FILE)