



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | March 19, 2014

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 March 19, 2014. 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, and Joe Cook.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: Ken Caldwell.

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: Paul Strege and Mike Runde from Mead & Hunt, Gary Frisch from Midwest Air Traffic Control Tower, Vince Dugan, Gary Trego, Zach Thompson, Tina Wieczorek and Aaron Hall from Trego/Dugan Aviation of Grand Island, and Tracy Overstreet from the Grand Island Independent.

PUBLIC REQUEST TO SPEAK ON AGENDA: None. Mr. Olson stated Aaron Hall from Trego/Dugan Aviation of Grand Island will be presenting a PowerPoint on "What is ADS-B".

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- **Minutes from Regular Meeting held on February 14, 2014.**
- **RESOLUTION NO. 14-16: CLAIMS NO. 2980-2988.**

Motion by Mr. Quandt second by Mr. Hobbs to approve the Consent Agenda. Upon roll call, motion was approved with a 4-0 vote.

FINANCIAL REPORTS | FEBRUARY 2014

Financial Reports by Human Resource/Accounting Manager Annette Schimmer:

- Operating Income and Operating Expenses should be at 41.67%
 - Operating Income is at 39.11% | \$132,031.07 | YTD \$428,255.98
 - Operating Expenses is at 34.88% | \$128,111.92 | YTD \$511,211.59
 - Total Operating Income/Loss is at 22.38% | (\$43,144.27) | YTD (\$86,874.76)
 - Total Net Income/Loss is at 19.39% | \$3,319.15 | YTD (\$82,955.61)
- Past Dues Report: (Aging over 30 days) \$5,623.87 as of today.
- Covered Parking Report: 32 transactions with a net revenue of \$759.78 | YTD \$5,270.94
- Fuel Flowage Report: Trego/Dugan Aviation of Grand Island
 - Jet A & 100LL ▪ 113,638.00 gallons delivered | YTD 605,029.00
 - Fuel Flowage ▪ \$6,250.09 fuel flowage received | YTD \$33,276.60
 - Diesel ▪ 884.00 gallons delivered | YTD 2,412.00
 - Unleaded ▪ 697.10 gallons delivered | YTD 1,698.70
 - Fuel Flowage ▪ \$86.96 fuel flowage received | YTD \$226.08

55 ACTIVITY REPORTS | FEBRUARY 2014
 56 Air Traffic Activity Report by Tower Manager Gary Frisch.
 Central Nebraska Regional Airport

Itinerant Operations	Feb 2013	Feb 2014	% Change
Air Carrier	34	40	18
Air Taxi	367	280	(24)
Civil Aviation	499	455	(9)
Military	85	114	34
Total OPS	985	889	(10)
Local Operations			
Civil	254	220	(13)
Military	96	54	(44)
Total LCL	350	274	(22)
TOTAL TRF	1335	1163	(13)

57
 58 Enplanement Report by Executive Director Mike Olson:

	2014	2014	2013	
	Feb	Load Factor %	Feb	+/- %
Allegiant	2,646	96%	2,279	16%
American	1,896	77%	1,843	3%
Charters	99		129	-23%
Mo. Emp	4,641		4,251	9%
Yr to Date	9,652		8,502	14%

59
 60 Operations Report by Operations Manager/Security Coordinator Doug Brown:

- 61 • Provided Aircraft Rescue and Fire Fighting (ARFF)/Direct Ramp Observation (DRO) for Allegiant
- 62 flights and ARFF for American Eagle daily flights and all additional flights.
- 63 • Conducted monthly ARFF drills and weekly training held on Part 139 Training, Safety, and
- 64 Transportation Security Administration procedures.
- 65 • Preventative maintenance was performed on equipment.
- 66 • Removed fencing and preparing to install ¾ of mile four-wire fence along Farm Tract B (Scheideler).
- 67 • Replaced cables and pulley on bi-fold door on Building 2A (Trego/Dugan Aviation).
- 68 • Replaced lights in Building 2B (GI Clean Community Systems).
- 69 • Replaced north middle door on Building 804 (BKEP).
- 70 • Replaced brakes on AIR 3 (2006 F150 Ford Pickup VIN 1859).
- 71 • Fixed lights in Transportation Security Administration area in terminal.
- 72 • Continue with general repairs to Building 101A (Terminal) and airport buildings.
- 73 • Moved security/badging system from Building 100A (HCAA Admin Bldg) to Building 129
- 74 (Maintenance). Badging will be processed at the maintenance building Monday-Friday from 9am-
- 75 1pm.
- 76 • Replaced gate opener for Gate 4 by Building 106 (Fire Station).
- 77 • Numerous other daily projects completed and scheduled.

78
 79 Construction & Planning Report. Mead & Hunt representative Paul Strege visited with the contractors who
 80 submitted bids for the General Aviation Terminal. Mead & Hunt received a breakdown from the parent low
 81 bid and found several subcontractors that hadn't even submitted bids. When the contractors only receive
 82 one or two subcontractor bids on a specific trade they tend to cover themselves for those trades until they
 83 can get those trades filled. Even though modifications were made on the General Aviation Terminal to
 84 lower costs, bids still came in higher than anticipated.

85

86 The General Aviation Terminal will be re-bid concurrently with the Passenger Terminal with the expectation
87 of bringing in additional subcontractor competition.
88

89 Concrete for the 5-Unit Aircraft Hanger has been poured and siding is being installed on the structure.
90 Change orders will be made on the bi-fold door system, the storm sewer manhole reconstruction, and move
91 the city utility transformer closer to the 5-unit hangers.
92

93 Ground is being prepared around the General Aviation Terminal area and for widening of Gate 8 access
94 road. Sidewalk will be poured and landscaping completed on west parking lot.
95

96 Mead & Hunt met with the city fire chief regarding utilities and hydrants for the passenger terminal.
97

98 On March 4-5, 2014, Paul Strege, Matt Dubbe, Tom Sarbaugh, Mike Olson, and Annette Schimmer met
99 with the Federal Aviation Administration in Kansas City, MO to discuss the Passenger Terminal funding
100 and schedule. Bid notice for passenger terminal will go out mid-May with the opening on June 26th. Grants
101 are due July 11th. While there Ms. Schimmer met with Sheila Bridges regarding Passenger Facility Charges
102 (PFC).
103

104 A PowerPoint on "What is ADS-B" (Automatic Dependent Surveillance Broadcast) was presented by Aaron
105 Hall from Trego/Dugan Aviation of Grand Island. The ADS-B system will aid in air traffic safety and tracking.
106 Federal mandate requires all aircraft to be equipped with an ADS-B system by 2020.
107

108 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 14-18: REQUEST FROM ALOHA**
109 **INVESTMENTS, LLC DBA AFTERNOONER'S TO HOST 2014 CAR SHOWS.**
110

111 *Motion by Mr. Quandt, second by Mr. Cook authorizing Executive Director to approve request from Aloha*
112 *Investments, LLC, DBA Afternooners to host 2014 Car Shows on May 28th and August 20th. Authority*
113 *agrees to pay for three (3) advertisements per show with cost not to exceed \$330/show with ads to run on*
114 *Sunday, Tuesday and Wednesday, and purchase Dash Plaques for participants with cost not to exceed*
115 *\$150. For each event Afternooners will provide five (5) \$25 gift certificates to be awarded for Best -*
116 *Paint, Engine, Show, Interior and Bike. During car show Afternooners will offer a dinner special of*
117 *Chicken Fried Steak including drink for \$9.99. Upon roll call, motion was approved with a 4-0 vote.*
118

119 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 14-19: EXTENSION OF LEASE**
120 **AGREEMENT WITH NOVA TECH, INCORPORATED FOR BUILDING 803 LOCATED AT 1971**
121 **CITATION WAY.**
122

123 *Motion by Mr. Cook second by Mr. Quandt authorizing the Executive Director to execute the Extension of*
124 *Lease Agreement with Nova Tech, Incorporated for Building 803 located at 1971 Citation Way. Lease*
125 *term is for one (1) year commencing July 1, 2014 and terminating June 30, 2015. Rent is \$306.55/month.*
126 *Upon roll call, motion was approved with a 4-0 vote.*
127

128 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 14-20: REJECTION OF BIDS FOR THE**
129 **GENERAL AVIATION TERMINAL BUILDING.**
130

131 *Motion by Mr. Hobbs second by Mr. Cook to authorize the Executive Director to reject all bids received*
132 *February 5, 2014 for the General Aviation Terminal Building. Upon roll call, motion was approved with a*
133 *4-0 vote.*
134

135 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 14-21: MODIFIED CONTRACT TIME**
136 **SCHEDULE FROM MEAD & HUNT, INC., TO DIAMOND ENGINEERING COMPANY REGARDING**
137 **THE PARKING LOT EXPANSION PHASE I PROJECT.**
138

139 Executive Director explained the reason for this modification was due to weather and the Airport Authority
140 changed priority of work plans.
141

142 *Motion by Mr. Quandt, second by Mr. Hobbs authorizing the Executive Director to approve the modified*
143 *Contract Time schedule dated February 10, 2014, from Mead & Hunt Inc., to Diamond Engineering*
144 *Company regarding the Parking Lot Expansion Phase I project as outlined in Exhibit A. Upon roll call,*
145 *motion was approved with a 4-0 vote.*

146
147 EXECUTIVE DIRECTOR'S REPORT:

- 148 a) Attended the Airport Planning, Design & Construction Symposium in Denver, CO on 2/19-21/14.
- 149 b) Attended the Federal Aviation Administration Planning Meeting in Kansas City, MO on 3/4-5/14.
- 150 c) Presented at Rotary Club of Grand Island on 3/4/14.
- 151 d) Lectured at University of Nebraska Omaha on 3/12/14.
- 152 e) Presented at Sunrise Rotary on 3/18/14.
- 153 f) Registered to attend the AAAE/ACI NA Washington Legislative Conference 3/26-27/14 and
- 154 scheduled to meet with the congressional deletes.

155
156 ANNOUNCEMENTS:

- 157 a) Next Board Meeting April 16, 2014.
- 158 b) Blood Drive May 13, 2014 from 10 am – 3 pm in Building A.

159
160 EXECUTIVE SESSION:

161 *Motion by Mr. Cook, second by Mr. Hobbs to go into Executive Session to discuss airline and personnel*
162 *negotiations. Upon roll call, motion was approved with a vote of 4-0 and Board went into Executive Session*
163 *at 9:17 a.m.*

164
165 *Motion by Mr. Quandt, second by Mr. Hobbs to come out of Executive Session with no decisions being*
166 *made and reconvene to Regular Session. Upon roll call, motion was approved with a vote of 4-0 and Board*
167 *came out of Executive Session and into Regular Session at 10:40 a.m.*

168
169 ADJOURNMENTS:

170 *Motion by Mr. Cook second by Mr. Hobbs to adjourn the meeting. Upon roll call, motion was approved with*
171 *a vote of 4-0 and meeting was adjourned at 10:45 a.m.*

172
173 HALL COUNTY AIRPORT AUTHORITY

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175
176
177 _____
178 Debra Potratz | Administrative Assistant

179
180
181 _____
182 Lynne Werner | Board Chair

183 _____
184 Brian Quandt | Board Secretary/Treasurer

183
184 (SIGNATURES ON FILE)