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4 HALL COUNTY AIRPORT AUTHORITY | MINUTES  
5 Regular Meeting | October 14, 2015  
6

7 The Regular Meeting of the Hall County Airport Authority (HCAA) Board was held at the Airport Authority  
8 Administration Conference Room located at 3855 Sky Park Road, Grand Island, Nebraska 68801 on October  
9 14, 2015. Pursuant to proper legal notice, Board Chair Werner called the meeting to order at 8:01 a.m., and  
10 announced location of the Nebraska Open Meeting Act for public viewing.

11  
12 The Pledge of Allegiance was said in unison.

13  
14 REVIEW OF AGENDA.

15  
16 PUBLIC REQUEST TO SPEAK ON AGENDA: None.

17  
18 AIRPORT AUTHORITY BOARD MEMBER(S) PRESENT: Chair Lynne Werner, Vice-Chair Brian Quandt,  
19 Secretary/Treasurer Ken Caldwell, Joe Cook, and Michelle Setlik.

20  
21 AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: None.

22  
23 AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, HR/Accounting Manager Annette  
24 Schimmer, and Administrative Assistant Debra Potratz.

25  
26 LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

27  
28 OTHERS PRESENT: Matt Dubbe, Robert Kapsner, Marcus Kuhn from Mead & Hunt, Zach Thompson from  
29 Trego/Dugan Aviation of Grand Island, Gary Frisch from Midwest Air Traffic Control Service, and Matt Dorsey  
30 from Thrifty Car Rental.

31  
32 REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:  
33

34 Authority Attorney Depue had a correction to the minutes regarding Resolution 15-73: Change Order No. 01  
35 for Parking Lot Expansion Phase II Change Order No. 01 for Parking Lot Expansion Phase II Project No.  
36 0826100-121091.03 dated (September 4, 2015) from Mead & Hunt, Inc., for Contractor Diamond Engineering  
37 for Consideration of Schedule 2: General Aviation Terminal Parking Lot Expansion for \$91,734.39. By law it  
38 is required to indicate roll call vote and where there was a split vote we need to document how every Board  
39 member voted. *For the Record: Upon roll call, motion failed with a (1) Yes Werner and a (4) No Setlik,*  
40 *Caldwell, Cook and Quandt.*

- 41  
42
- 43     ▪ Minutes from the Budget Hearing Meeting held September 9, 2015.
  - 44     ▪ Minutes from the Regular Meeting held September 9, 2015 as corrected.
  - 45     • RESOLUTION 15-77: CLAIMS 3105-3115.

46 *Motion by Quandt, second by Cook to approve the Consent Agenda and September 9, 2015 Regular Board*  
47 *Minutes as corrected. Upon roll call, motion was approved with a 5 Yes to 0 No vote.*  
48

49 Authority Attorney Depue stated the Board issued a Request for Proposal (RFP) for On-Airport Car Rental  
50 Concessions. Late Monday, October 12<sup>th</sup>, Depue became aware of vendor concerns and visited with  
51 Executive Director Olson yesterday to find out that all perspective vendors had considerable questions and  
52 concerns concerning the content of our RFP document and agreement. The deadline to submit responses  
53 to all these questions is October 16, 2015. Since it was too late to amend the Agenda due to the Open  
54 Meeting Law, Depue recommended the Board approves a resolution on an emergency basis to withdraw the

55 (RFP) for On-Airport Car Rental Concessions at this time. As a follow-up to this we will review questions and  
 56 go back to the drawing board and revise the RFP and agreement as warranted. A second On-Airport Car  
 57 Rental Concession RFP will be sent out at a later date.

58  
 59 *Motion by Caldwell, second by Cook to withdraw the pending On-Airport Car Rental Concession RFP at this*  
 60 *time.*

61  
 62 *Upon roll call, motion was approved with a 5 Yes to 0 No vote.*

63  
 64 **FINANCIAL REPORTS | SEPTEMBER 2015**

65 Financial Reports by HR/Accounting Manager Annette Schimmer.

- 66 • Operating Income and Operating Expenses.
  - 67 ▪ Operating Income is at 110.91% | \$89,158.21 | YTD \$1,224,020.21
  - 68 ▪ Operating Expenses is at 97.34% | \$233,526.34 | YTD \$1,452,976.55
  - 69 ▪ Total Operating Income/Loss is at 58.84% | (\$144,368.13) | YTD (\$228,956.34)
  - 70 ▪ Total Net Income/Loss is at (187.89%) | (\$321,974.71) | YTD \$5,235,908.23
- 71 • Past Dues Report: (Aging over 30 days) \$52.28 as of today.
- 72 • Fuel Flowage Report: Trego/Dugan Aviation of Grand Island
  - 73 Jet A & 100LL ▪ 98,615 gallons delivered | YTD 1,355,220
  - 74 Fuel Flowage ▪ \$5,423.83 fuel flowage received | YTD \$74,537.10
  - 75 Diesel ▪ 0.00 gallons delivered | YTD 4,001.00
  - 76 Unleaded ▪ 0.00 gallons delivered | YTD 2,940.40
  - 77 Fuel Flowage ▪ \$0.00 fuel flowage received | YTD \$381.78

78  
 79 Schimmer provided the Board with an overview of the current status of the 2015 BANs and projects. There  
 80 was \$100,000 budgeted to cover the ineligible costs for the passenger terminal. As of this date \$80,000 has  
 81 been spent, which includes asbestos removal of old administration building and radar building, paper towel  
 82 holders for restrooms, pass-thru shelf, exhaust system and makeup air unit for restaurant, and an estimated  
 83 cost for restaurant equipment. The restaurant build out, restaurant tables and chairs, artwork, internet  
 84 setup/hookup, Century Link and wireless access points/equipment are yet to be purchased and are not  
 85 included. Plus we have not received the fees from Midwest Restaurant Supply for the design work they have  
 86 done on the restaurant build out. Executive Director Olson stated a portion of the HVAC may be Federal  
 87 Aviation Administration (FAA) eligible and Mead & Hunt will submit request to FAA for approval.

88  
 89 Board Vice-Chair Quandt asked if the restaurant was going to be open for business when the new passenger  
 90 terminal opens. Dubbe stated the restaurant certainly could be open and there is time to get it done.  
 91 Operations Manager Doug Brown stated all the licenses have been acquired for operation. Kapsner said it  
 92 could be possible, but there are some unknowns with the equipment eligibility. Once they receive pricing  
 93 from the contractors, the goal is to place the change order on the November agenda.

94  
 95 **ACTIVITY REPORTS | AUGUST 2015**

96 Air Traffic Activity Report: Midwest Air Traffic Control Tower report by Tower Manager Gary Frisch.

Central Nebraska Regional Airport

Itinerant Operations	Sept 2014	Sept 2015	% Change
Air Carrier	35	33	(6)
Air Taxi	270	307	14
Civil Aviation	758	875	15
Military	60	82	37
<b>Total OPS</b>	<b>1123</b>	<b>1297</b>	<b>15</b>
Local Operations			
Civil	380	308	(19)
Military	36	22	(39)
<b>Total LCL</b>	<b>416</b>	<b>330</b>	<b>(21)</b>
<b>TOTAL TRF</b>	<b>1539</b>	<b>1627</b>	<b>6</b>

97  
98 Enplanement Report by Executive Director Mike Olson:

	2015	2015	2014	99
	Sept	Load Factor %	Sept	+/- %
Allegiant	2,341	88%	2,365	-1%
American	2,404	86%	1,922	25%
Charters	122		162	-25%
Mo. Emp	4,867		4,449	9%
<b>Yr to Date</b>	<b>46,410</b>		<b>44,137</b>	<b>5%</b>

100  
101 Executive Director Olson stated this is the first month since American started that American reported more  
102 boarding's that Allegiant. American will add an additional flight on Saturday starting November 7<sup>th</sup>. Airport  
103 is on track to reach 65,000 boarding's this year.

104  
105 According to the Essential Air Service (EAS) statistics as of September 2015, Grand Island was the third  
106 lowest in the country (excluding Alaska and Hawaii as they are exempt) with a cost of \$25 per passenger  
107 and includes arrivals and departures. Executive Director Olson stated Grand Island is doing very well  
108 compared to Kearney at \$174 per passenger and Scottsbluff at \$219 per passenger. Airports are subject to  
109 the \$200 per passenger subsidy cap and airports over the cap could be excluded from the EAS program.

110  
111 Operations Report by Operations Manager Doug Brown:

- 112 • Provided Aircraft Rescue and Fire Fighting (ARFF)/Direct Ramp Observation (DRO) for Allegiant
- 113 flights, provided ARFF for American Airline daily flights, and Charter flights.
- 114 • Conducted monthly ARFF drills and weekly training held on Part 139 Training, Safety, and
- 115 Transportation Security Administration procedures.
- 116 • Continuous mowing and spraying weeds on airport property.
- 117 • Performed preventative maintenance on equipment.
- 118 • Painted exterior of Building 2A (Trego/Dugan Aviation Hangar).
- 119 • Concrete repairs to Runway 17-35.
- 120 • Performed gate and hangar door maintenance.
- 121 • Working on concrete project at Buildings 847, 853, & 855 (Gro-Rite).
- 122 • Provided construction support as needed.
- 123 • Numerous other daily projects and repairs completed and scheduled.

124  
125 Construction & Planning Report. Mead & Hunt representative Matt Dubbe stated the General Aviation  
126 Terminal is about completed. Robert Kapsner was going through the punch list and terminal is on track for  
127 a November 3<sup>rd</sup> opening.

128  
129 For the Passenger Terminal, the metal roof is being installed and the insulated metal panels on the exterior  
130 will be installed once received. These panels winterize the entire building. The two vestibule openings are  
131 not sealed yet as equipment is still being brought in. The parking lot and landscaping will not be completed  
132 until spring. The biggest hurdle at this point is the electrical and moisture content of the floor in preparation  
133 for the terrazzo floor. The terrazzo floor and ceramic tile will be installed the first part of November. The  
134 sewer and water installation should be completed by end of month.

135  
136 Dubbe stated the restaurant could be open for the grand opening. It may not be fully completed but if the  
137 licenses are secured it could be open in some manner.

138  
139 The art pieces and licensing fees are coming along and the walls are ready for art work.

140  
141 Mead & Hunt is working on Change Order No. 05 for the Passenger Terminal for approximately \$12,000.  
142 This change order is for miscellaneous items and will be presented at the November meeting.

143  
144 Dubbe will develop a checklist on how to start up a new building and give to Authority Administration.  
145

146 Passenger terminal is on track for an early February 2016 opening.  
147

148 For Parking Lot Phase II Project, Kuhn stated the passenger terminal exit road is completed and will be  
149 striped next week. The installation of storm sewer connection and drainage by restaurant will take a couple  
150 weeks to complete. Some parking areas have been blocked off in preparation for the loop road construction.  
151 Once drainage has been completed they will begin work on the loop road in front of the terminal. Kapsner  
152 stated a big milestone to begin work on the loop road will be when the FAA cabling relocation has been  
153 completed and Radar building demolished.  
154

155 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 15-76: CHANGE ORDER NO. 04 (DATED**  
156 **SEPTEMBER 15, 2015) REPORTS THE CORRECT REVISED CONTRACT SUM FOR AIP NO. 3-31-0034-**  
157 **37/38 PASSENGER TERMINAL PROJECT.**  
158

159 *Motion by Quandt, seconded by Setlik to authorize the Executive Director to execute the Change Order No.*  
160 *4 (dated September 15, 2015) Reporting the Correct Revised Contract Sum for AIP No. 3-31-0034-37/38*  
161 *Passenger Terminal Project in the amount of \$14,382,529.00.*  
162

163 *At the September 9, 2015 meeting, the Board adopted Resolution 15-76, Change Order No. 04 (dated August*  
164 *31, 2015) for AIP No. 3-31-0034-37/38 Passenger Terminal Project in the amount of \$11,048.00, with*  
165 *incorrect revised contract sum of \$14,393,338.00.*  
166

167 *Upon roll call, motion was approved with a 5 Yes and 0 No vote.*  
168

169 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 15-78: AMENDED AND RESTATED HALL**  
170 **COUNTY AIRPORT AUTHORITY RETIREMENT PLAN (414H) EFFECTIVE JANUARY 1, 2015.**  
171

172 *Motion by Cook, seconded by Setlik hereby certifies the Board Chair of the Hall County Airport Authority to*  
173 *amend Employee Retirement Plan. The Airport Authority confirms and ratifies that the Airport Authority shall,*  
174 *until this resolution is repealed or superseded, assume and pay the mandatory contributions made by each*  
175 *employee to the Plan as a pick up contribution pursuant to Section 414(h) of the Internal Revenue Code, and*  
176 *the contributions so picked up shall be treated as employer contributions in determining the federal and state*  
177 *income tax treatment of such amounts.*  
178

179 *Upon roll call, motion was approved with a 5 Yes to 0 No vote.*  
180

181 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 15-79: LEASE EXTENSION AGREEMENT**  
182 **WITH CMG ENTERPRISES LLC, FOR BUILDING 850 LOCATED AT 1982 CITATION WAY.**  
183

184 *Motion by Quandt, seconded by Caldwell, to authorize the Executive Director to execute Extension of*  
185 *Lease Agreement with CMG Enterprises LLC, for building 850 located at 1982 Citation Way, Grand Island,*  
186 *Nebraska. Lease extension is for a period of three (3) years effective November 1, 2015 and terminating*  
187 *October 31, 2018. Rent is \$1,365.91/month, plus \$136.50/month for fire and extended coverage*  
188 *insurance.*  
189

190 *Upon roll call, motion was approved with a 5 Yes to 0 No vote.*  
191

192 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 15-80: AWARD BID FOR PURCHASE AND**  
193 **INSTALLATION OF A 60'X18' HYDRAULIC OPERATED DOOR TO POWERLIFT OF NEBRASKA LLC**  
194 **FROM NELIGH, NE, FOR BUILDING 113B (TREGO/DUGAN AVIATION OF GRAND ISLAND, INC.).**  
195

196 Executive Director Olson stated this door has had operational issues in the past. The new door has no cables  
197 and will be safer and easier to operate. The old door will be sold for scrap metal.  
198

199 *Motion by Setlik, seconded by Quandt to authorize the Executive Director to award bid to Powerlift of*  
200 *Nebraska LLC from Neligh, NE for purchase and installation of a 60'x18' Hydraulic Operated Door for Building*  
201 *113B (Trego/Dugan Aviation of Grand Island Inc.). Solicitation for Bid was published in the Grand Island*  
202 *Independent on September 4 & 11, 2015. Bid(s) were received and opened on September 18, 2015. A single*  
203 *Bid from Powerlift of Nebraska, LLC was received in the amount of \$29,545.50. Door is to be installed by*  
204 *November 30, 2015.*

205  
206 *Upon roll call, motion was approved with a 5 Yes to 0 No vote.*

207  
208 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 15-81: HANGAR LEASE AGREEMENT**  
209 **WITH ALAN ZWINK FOR BUILDING 87, HANGAR M.**

210  
211 *Motion by Cook, second by Setlik to authorize the Executive Director to execute Hangar Lease Agreement*  
212 *with Alan Zwink for Building 87, Hangar "M" located at 2125 Mirage Street, Grand Island, NE 68801 at the*  
213 *Central Nebraska Regional Airport as outlined in Exhibit A. Lease term is on a month-to-month basis*  
214 *commencing November 1, 2015. Rent is \$216/month plus \$10/month for utilities.*

215  
216 *Upon roll call, motion was approved with a 5 Yes to 0 No vote.*

217  
218 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 15-82: LICENSE AGREEMENT WITH**  
219 **DIAMOND ENGINEERING COMPANY FOR USE OF OFFICE AREA IN BUILDING 106 LOCATED AT**  
220 **3817 SKY PARK ROAD.**

221  
222 *Motion by Setlik, seconded by Quandt to authorize the Executive Director to execute License Agreement*  
223 *with Diamond Engineering Company for use of office area in Building 106 located at 3817 Sky Park Road,*  
224 *as outlined in Exhibit A, in conjunction with Diamond's duties as general contractor on the current Parking*  
225 *Lot Phase II Project. License Agreement is effective September 1, 2015. Diamond shall pay a license fee of*  
226 *\$300.00/month.*

227  
228 *Upon roll call, motion was approved with a 5 Yes to 0 No vote.*

229  
230 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 15-83: CHANGE ORDER NO. 02 FOR**  
231 **PARKING LOT EXPANSION PHASE II PROJECT NO. 0826100-121091.05 (DATED OCTOBER 14, 2015)**  
232 **FROM MEAD & HUNT, INC., FOR CONTRACTOR DIAMOND ENGINEERING FOR CONSTRUCTION OF**  
233 **25 FT. WIDE CONCRETE ENTRANCE ROAD TO THE NEW GENERAL AVIATION TERMINAL.**

234  
235 *Executive Director Olson stated at last month's meeting there was discussion on the various change orders*  
236 *that were proposed and not approved for the General Aviation Terminal project. Last month it was proposed*  
237 *to extend the parking lot and construct a new entrance road to General Aviation Terminal which could also*  
238 *be used for entrance to the Authority Administration building. So going back to the drawing board Executive*  
239 *Director Olson asked Vince Dugan how important this new entrance road was to him and Dugan stated it*  
240 *was vitally important and agreed to contribute \$20,000 towards the project. Executive Director Olson had*  
241 *Mead & Hunt redesign this project to add storm sewer to address the drainage issues which represents this*  
242 *\$157,314.17 Change Order from Diamond and \$26,233.00 from Mead & Hunt.*

243  
244 *Board Member Setlik stated the total project is over \$183,000 and even with Trego-Dugan's contribution, the*  
245 *Authority will have to assume over \$163,000. As Setlik stated last month there are too many unknown costs*  
246 *with the passenger terminal and recommended to wait on this project until the final passenger terminal*  
247 *expenses are known so we are not incurring more debt.*

248  
249 *Board Chair Werner stated the reason we were lumping it into this Parking Lot Phase II project is because*  
250 *we would get better pricing and the contractors are available, and today is our best option to getting this*  
251 *done.*

252  
253 *Executive Director Olson stated Dugan felt this project was very important and would provide a direct*  
254 *roadway for his customers to get to his business.*

255  
256 Board Member Caldwell also had concerns with the unknown costs for the passenger terminal and  
257 restaurant, but felt the current access to Administration and to new General Aviation Terminal is not the best  
258 and a bit confusing. Caldwell was concerned that if we don't do this now, what the costs would be if we  
259 waited. Caldwell stated he has not seen a drawing where road is to be constructed and was concerned about  
260 what all may be buried out there. Executive Director Olson commented that the road will give a straight in  
261 approach and there are no problems with utilities in that area.

262  
263 Board Vice-Chair Quandt stated the reason he is in favor of this is because we would get the mean cost and  
264 construction cost from the Parking Lot Phase II project. With Trego-Dugan stepping up to the plate and  
265 contributing \$20,000 is a good faith gesture because technically they don't have to pay any portion of this  
266 proposed project. By constructing this new entrance road it will give us the possibilities of building businesses  
267 on either side of that road like a Transportation Security Administration building, a car wash or FedEx building  
268 that we need to be looking at. Quandt stated we increased the drainage pipe from a 15" to an 18" for future  
269 use. Increasing the size of the pipe was a \$1,000 increase but if more flat concrete is poured out there this  
270 will be a catalyst for future expansion for office buildings. Plus drainage is needed for the occasional pooling  
271 of water by the Administration Building.

272  
273 Board Member Setlik stated this is jumping too far ahead of the gun and that our most immediate need is to  
274 get the passenger terminal finished and operational. Setlik stated she doesn't want to cut us so short that  
275 we are spending money on nice to have projects and not having the funds for the need to have projects.

276  
277 Airport Attorney Depue asked if the additional increase of \$35,000 from last month to this month was  
278 contributed to the drainage, Executive Director Olson stated it was.

279  
280 Board Member Cook stated if we are going to do this project that we need to do it now because we are  
281 eventually going to do it and just take care of it.

282  
283 Board Member Setlik stated since we still have paving to be done on the passenger terminal parking lot next  
284 spring, why can't we wait until January 2016 to make this decision. Once we know what the final costs of the  
285 passenger terminal are, and then if budget allows, we can add this project on in the spring since the  
286 construction cost amounts of project would be the same. Setlik is not saying no, just no right now.

287  
288 Board Vice-Chair Quandt stated this is a main entrance for Grand Island and for individuals arriving in private  
289 aircraft.

290  
291 Board Member Caldwell asked if Mead & Hunt was sure on these change order figures, that they included  
292 everything, and there would be no surprises. Because another change order on top of this would not be  
293 good. Executive Director Olson stated an exhaustive proposal was conducted.

294  
295 *Motion by Quandt, seconded by Caldwell to authorize the Executive Director to execute Change Order No.*  
296 *2 for Parking Lot Expansion Phase II Project No. 0826100-121091.05 (dated October 14, 2015) from Mead*  
297 *& Hunt, Inc., for Contractor Diamond Engineering for Construction of a 25 ft. Wide Concrete Entrance Road*  
298 *to the New General Aviation Terminal located at 3853 Sky Park Road.*

299  
300 *Reason for Change: Adding an entrance road will provide better access to the new General Aviation Terminal*  
301 *from Sky Park Road and improve draining west of Building 116B (Authority Administration) located at 3855*  
302 *Sky Park Road. Completion date for Project is January 3, 2016.*

303  
304 *The Original Contract Sum Parking Lot Expansion Phase II Project was \$1,746,265.95.*

305  
306 *Change Order No. 01 was for the New GA Terminal Tie Down Expansion at a cost of \$56,190.00, increasing*  
307 *the Revised Contract Sum to \$1,802,455.95.*

308  
309 *Change Order No. 02 is for a New GA Terminal Entrance Road at a cost of \$157,314.17, increasing the*  
310 *Revised Contract Sum to \$1,959,770.12.*

311  
312 Upon roll call, motion was approved with a 4 Yes (Caldwell, Werner, Quandt, and Cook) to 1 No (Setlik) vote.  
313

314 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 15-84: TASK ORDER NO. 10 –**  
315 **AMENDMENT NO. 02 (DATED OCTOBER 14, 2015) TO PROFESSIONAL SERVICES AGREEMENT**  
316 **WITH MEAD & HUNT, INC., FOR PARKING LOT EXPANSION – PHASE II PROJECT NO. 08261-00-**  
317 **121091.05, FOR DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR CONSTRUCTION**  
318 **OF ENTRANCE ROAD FOR NEW GENERAL AVIATION TERMINAL.**

319  
320 Board Member Caldwell asked who is doing the design work. Executive Director Olson stated Mead & Hunt  
321 will be doing the design work and Olsson Associates will be doing the surveying and some construction  
322 administration.

323  
324 Board Chair Werner stated that even though the construction phase states it will be completed in 90 days,  
325 we are targeting to have it completed by end of November.  
326

327 *Motion by Quandt, seconded by Cook to authorize the Executive Director to execute the Task Order No. 10,*  
328 *Amendment No. 02, (dated October 14, 2015) to Professional Services Agreement with Mead & Hunt, Inc.,*  
329 *for Parking Lot Expansion – Phase II Project No. 08261-00-121091.05, for Design and Construction*  
330 *Administration Services for Construction of Entrance Road for New General Aviation Terminal at the cost of*  
331 *\$26,233.00. Design phase services shall be completed within 30 days after receipt of the Notice to Proceed.*  
332 *Construction phase services shall be completed within 9 months after receipt of the Notice to Proceed.*  
333

334 *Mead & Hunt Fees Design and Construction Fees are Phase I – Design is \$10,510.95. Phase II –*  
335 *Construction Management is \$4,808.09. Phase III – Resident Engineering is \$0.00. Phase IV – Post-*  
336 *Construction Services is \$2,189.37 for a total of \$17,508.00. Sub Consultant Fees from Olsson Associate*  
337 *are \$8,725.00 making the total Engineering Fees \$26,233.00.*  
338

339 *The Original Task Order No. 10 for Professional Services Agreement for Parking Lot Expansion Phase II*  
340 *was \$258,710.00.*  
341

342 *Task Order No. 10 – Amendment No. 1 was for the New GA Terminal Tie Down Expansion at a cost of*  
343 *\$12,568.00, increasing the Revised Professional Service Agreement Sum to \$271,278.00.*  
344

345 *Task Order No. 10 – Amendment No. 2 is for a New GA Terminal Entrance Road at a cost of \$26,233.00,*  
346 *increasing the Revised Professional Service Agreement Sum to \$297,511.00.*  
347

348 Upon roll call, motion was approved with a 4 Yes (Caldwell, Werner, Quandt, and Cook) to 1 No (Setlik) vote.  
349

350 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 15-85: AMENDMENT TO GENERAL**  
351 **AVIATION TERMINAL LEASE AGREEMENT WITH TREGO/DUGAN AVIATION OF GRAND ISLAND**  
352 **FOR PRIVATE ENTRANCE ROAD FROM SKY PARK ROAD TO NEW GENERAL AVIATION**  
353 **TERMINAL.**

354  
355 Authority Attorney Depue stated although the change order is in respect to the Parking Lot Phase II project  
356 for bidding purposes, it was easier to do as a change order rather than a standalone bid. For purposes of  
357 documenting the contribution from Trego-Dugan Aviation, the cleanest way was to amend the General  
358 Aviation Terminal Lease Agreement. So per our lease agreement the Authority incurs change order costs  
359 and Trego-Dugan Aviation reimburses in full upon commencement of lease term.  
360

361 *Motion by Cook, seconded by Quandt, to authorize the Executive Director to execute Amendment to General*  
362 *Aviation Terminal Lease Agreement with Trego/Dugan Aviation of Grand Island for Private Entrance Road*  
363 *from Sky Park Road to New General Aviation Terminal, Building 114, located at 3853 Sky Park Road.*  
364

365 *The Authority shall contract for the construction of an entrance road from Sky Park Road to the General*  
366 *Aviation Terminal at a cost of \$183,547.17 (includes Design and Construction Administration and*  
367 *Construction).*

369 *The Authority shall pay the full cost of for the private entrance road construction. Trego/Dugan Aviation of*  
370 *Grand Island shall reimburse Authority in the amount of \$20,000.00 which shall be payable to Authority upon*  
371 *commencement of the lease term as provided in the Agreement.*

373 *Upon roll call, motion was approved with a 4 Yes (Caldwell, Werner, Quandt, and Cook) to 1 No (Setlik) vote.*

374  
375 EXECUTIVE DIRECTOR'S REPORT:

376 Attended the F. Russell Hoyt National Airports Conference in Savannah, GA 9/20-22/15. Executive Director  
377 Olson reported that the hot topic was drones. Unmanned Aircraft Systems (UAS) use is rapidly getting out  
378 of control. Anyone can purchase a drone through a local retail store and the capabilities of these gadgets  
379 are phenomenal. There have been several issues with drones near airports where drones have come in  
380 contact with private aircraft and causing damage. Things will only get worse unless Federal Aviation  
381 Administration develops mandates, but monitoring drone use would be a challenge. Executive Director Olson  
382 stated it will take a major catastrophe involving a drone and a commercial aircraft before FAA will tighten up  
383 regulations. CNRA is a Class B airspace which covers a five-mile radius around the tower from ground level  
384 up to 4,500 feet and drones are restricted in this airspace.

385  
386 Executive Director Olson is scheduled to attend the AAAE Parking & Landside Management Workshop in  
387 Dallas, TX 10/19-20/15. He will bring information for our planning session.

388  
389 Update on Passenger Terminal Mural. Board Chair Werner reached out to local artists Jorn Olson from  
390 Hastings, Rick Rasmussen from Grand Island, and Ryan McGinnis from Kearney for photos for the new  
391 passenger terminal. Selected photos that represent this area were sent to Mead & Hunt to reproduce for the  
392 walls. Licensing fees and agreements are being negotiated and Executive Director Olson stated there is a  
393 small cost in the production of photo wall coverings. Dubbe stated there was a \$5,000 allowance in the bid  
394 for costs of the permanent photographic documentation, but this does not cover the licensing component.  
395 Executive Director Olson will report more on the licensing fees at the next board meeting.

396  
397 Executive Director Olson stated the Grand Island Convention & Visitor's Bureau received a grant that can be  
398 used for the purchase of an informational kiosk to be located in the passenger terminal. Executive Director  
399 Olson has been working with Executive Director Brad Mellema and will present proposal at the next board  
400 meeting.

401  
402 Planning Session – Thursday, November 19<sup>th</sup> 1-5 p.m. Home Federal on Stolley Park Road. Ron Depue will  
403 be the facilitator. Depue stated this planning session will address the immediate concerns of the airport.  
404 Depue would like to discuss the bonding authority, ability and restrictions. Executive Director Olson stated  
405 the immediate issues are paid parking and the Authority Administration building. An agenda will be sent to  
406 the Board.

407  
408 ANNOUNCEMENTS:

- 409 a) November 3, 2015 at 11:00 a.m. is the Ribbon Cutting ceremony for the new General Aviation  
410 Terminal.  
411 b) Next Board Meeting is Thursday, November 12, 2015.  
412 c) Authority Attorney Depue will be attending the 31<sup>st</sup> Annual AAAE Basics of Airport Law Workshop  
413 November 1-3, 2015 in Washington, DC.

414  
415 EXECUTIVE SESSION:

416 *Motion by Quandt, second by Setlik to go into Executive Session to discuss airline, lease, and personnel*  
417 *negotiations. Upon roll call, motion was approved with a 5 Yes to 0 No vote, and Board went into Executive*  
418 *Session at 9:40 a.m.*

419



420 *Motion by Quandt, second by Setlik to come out of Executive Session with no decisions being made and*  
421 *reconvene to Regular Session. Upon roll call, motion was approved with a 5 Yes to 0 No vote, and Board*  
422 *came out of Executive Session and into Regular Session 11:16 a.m.*

423  
424 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 15-86: ADDENDUM TO EMPLOYMENT**  
425 **AGREEMENT BETWEEN THE HALL COUNTY AIRPORT AUTHORITY AND MICHAEL J. OLSON.**

426  
427 *Motion by Setlik, second by Caldwell authorizing the Board Chair to approve the Addendum to Employment*  
428 *Agreement between the Hall County Airport Authority and Michael J. Olson.*

429  
430 *Salary at annualized rate of One-Hundred Ten-Thousand Eight-Hundred Sixty-Four and 05/00 DOLLARS*  
431 *(\$110,864.05) payable bi-weekly the rate of Four-Thousand Two-Hundred Sixty-Four and No/100 DOLLARS*  
432 *(\$4,264.00) effective October 1, 2015, through September 30, 2016. Thereafter, Director's annual salary and*  
433 *benefits shall be reviewed effective October 1 of each year commencing October 1, 2016.*

434  
435 *Upon roll call, motion was approved with a 5 Yes to 0 No vote.*

436  
437 **ADJOURNMENT:**  
438 *Motion by Setlik, second by Caldwell to adjourn the meeting. Upon roll call, motion was approved with a 5*  
439 *Yes to 0 No vote, and meeting was adjourned at 11:18 a.m.*

440  
441 **HALL COUNTY AIRPORT AUTHORITY**

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443  
444  
445 \_\_\_\_\_  
446 Debra Potratz | Administrative Assistant

447  
448  
449 \_\_\_\_\_  
450 Lynne Werner | Board Chair

451 \_\_\_\_\_  
(SIGNATURES ON FILE) Ken Caldwell | Board Secretary/Treasurer