

NORFOLK AIRPORT AUTHORITY

December 8, 2025

The following are the minutes of a regular meeting of the Norfolk Airport Authority held on Monday, December 8, 2025, in the board room at Norfolk Regional Airport/Karl Stefan Memorial Field. Notice of the meeting and publication of the agenda for public view were made in accordance with state law.

CALL TO ORDER: Chairman Geary called the Norfolk Airport Authority meeting to order at 7:30 PM.

Chairman Geary noted this meeting has been properly publicized and there is a current copy of the Open Meetings Act posted in the hallway adjacent to the meeting room and is accessible to the public.

Roll call as follows: Members present: Chairman Dan Geary, Vice Chairman Randy Neuharth, Secretary Grayson Frohberg, Member Doris Kingsbury, and Member Rich Clausen. Absent: None. Roll call resulted in a quorum.

Also, present were Justin Martin, Judy Grashorn, Jason Lammler, Rod Longe, Jim Lange, Steve Rames, Bill Jepps, and Ryan Hanson.

RECOMMENDED ACTIONS:

- 1) The agenda was reviewed. Moved by Kingsbury, seconded by Frohberg to approve the agenda. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.
- 2) Moved by Kingsbury, seconded by Frohberg to waive the reading, and approve the minutes of November 10, 2025, regular board meeting. Roll call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

REGULAR AGENDA:

1. Ryan Hanson, HDR Engineering, was present to speak with Board Members and present the schematic design of the two-bay box hangar to be built near the beacon. Hanson stated the probable construction cost of the project would increase with local share increasing from \$58,903 to \$193,492 primarily due to amending the width of overhead door from 55'6" wide to 60' wide. The anticipated advertisement for construction bids is early February 2026. Hanson announced he would present drafts of ALP Drawing Set and CIP Data Sheets to Board Members at the January 2026 monthly meeting. No vote taken.
2. Board members discussed current and future construction projects they would like to list on the CIP (Capital Improvement Plan) data sheet for NDOT and FAA. No Vote was taken.
3. Moved by Kingsbury, seconded by Clausen to approve NDOT's requested certificate of completion for project 3-31-005-028, Install REIL-RWY-20, MIRL-RWY 14/32 & replace signs RWY 14/32, TWYs A, B, & C and authorize Chairman and Secretary to sign on behalf of the Authority. Roll call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

4. City of Norfolk requested Airport Manager and Chairman of NAA Board Dan Geary to attend the Strategic Planning Session on December 17, 2025, 4:00-8:00 p.m. at a location to be determined. Dan Geary and Justin Martin stated they intend on attending. No vote was taken.
5. Moved by Kingsbury, seconded by Neuharth to change out the lighted “fuel” sign by self service station for a free lighted “Avfuel” sign with a request to Avfuel sales representative to add “Self Service” on the sign. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.
6. Martin proposed hiring someone to change the walk-through door with a 9’ X 7’ overhead door on end cap hangar of D row (east side). Martin would like to charge more money for renting out the end cap which is currently empty. Board members requested Martin obtain several quotes and approach the board after he has done so. No vote was taken.
7. Martin presented a 2026 lease for hangar G2 (leased by Liberty Aviation) that was revised by legal counsel Jason Lampli to add an exclusivity under possession of hangar. Norfolk Airport Authority may use hangar G2 to hangar transient aircraft and collect revenue of service after they have permission from the tenant to do so. Martin also suggested raising Liberty Aviation’s 2026 lease by 5%, suggesting hangar F2 be charged \$714/mo. and hangar G2 be charged \$756 for 2026. Moved by Kingsbury, seconded by Frohberg to raise 2026 hangar rent for F2 and G2 by 5%, and to approve additional exclusivity to lease of hangar G2. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.
8. Appointment of 2026 Authority Officers and Authority Staff is as follows:

Officers

- Moved by Kingsbury, seconded by Frohberg to retain Dan Geary as Chairman of the Norfolk Airport Authority. Roll call: Refraining: Geary. Voting aye: Neuharth, Frohberg, Kingsbury and Clausen. Voting nay: None. Absent: None. Motion carried.
- Moved by Kingsbury, seconded by Frohberg to retain Randy Neuharth as Vice Chairman of the Norfolk Airport Authority. Roll call: Refraining: Neuharth. Voting aye: Geary, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.
- Moved by Kingsbury, seconded by Neuharth to retain Grayson Frohberg as Secretary of the Norfolk Airport Authority. Roll call: Refraining: Frohberg. Voting aye: Geary, Neuharth, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

Staff

- Moved by Frohberg, seconded by Neuharth to approve Cruise and Associates, as Accountant for the Norfolk Airport Authority. Roll call: Voting aye: Geary, Frohberg, Neuharth, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.
- Moved by Frohberg, seconded by Neuharth to retain Jason Lampli, as airport Legal Counsel. Roll call: Voting aye: Geary, Frohberg, Neuharth, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

- Moved by Geary, seconded by Neuharth to retain Judy Grashorn as Treasurer for the Norfolk Airport Authority. Roll call: Voting aye: Geary, Frohberg, Neuharth, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.
 - Moved by Frohberg, seconded by Kingsbury to include safety committee representatives, as follows: Airport Manager to represent Management, Neuharth to represent the Airport Authority Board and all employees representing the labor work. Roll call: Refraining: Neuharth, Voting aye: Geary, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.
9. Moved by Kingsbury, seconded by Frohberg to approve NAA Board Members, NAA staff, and one Norfolk City staff member or City Council member to attend the annual Nebraska Aviation Symposium in Kearney, NE on January 28-29, 2026.
 10. Moved by Frohberg, seconded by Clausen to approve adding supportive documents minus the monthly financial reports to the already posted agenda on the Norfolk Airport Services website. <https://norfolkairportervices.com>. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried. Monthly financial reports are created and made available the day of the monthly meeting. Following the voting, Airport Manager Justin Martin read the following email submitted by Jim McKenzie (Norfolk Citizen not present), requesting this letter be read to the board members before the meeting and making the letter public record (see below).

I hope this discussion is not about legalistic minimum requirements, but is about transparency, accountability, and being supportive of the public to have full knowledge and input into the management and spending of taxpayer dollars for the airport

The amount of effort required to make the agenda item detailed information available on the airport website is extremely minimal and will cost nothing. The airport already has the electronic version of the detail information behind each agenda item. There are many FREE sites on the internet where you can upload the agenda and the detailed attachments, and combine them into one document. The single combined document could be uploaded to the website or emailed to interested parties.

A denial of this simple request will be a clear indication that the Norfolk Airport Authority does not value, nor encourage, public knowledge or participation in the Airport Authority meetings where public taxpayer dollars are spent.

I encourage you to take a positive step forward now, to allow the citizens full access to the workings of the Norfolk Airport Authority. If this request is denied, I intend to bring it up at the upcoming City Council Strategic Planning Session, at other public meetings, and via other media channels.

I would ask that you share this email with all the board members prior to the Monday meeting, and make this part of the public record of this meeting.

Thank you.

Jim McKenzie

NAA Chairman Dan Geary responded to McKenzie's letter and stated Norfolk Airport Authority is not and has not withheld information from the public. Norfolk Airport Authority has always provided the public with agenda, minutes and supporting documents at each monthly NAA Board meeting. Jim McKenzie is the first individual to request supporting documents be included with the already posted monthly agenda on the Norfolk Airport Services website.

11. Legal Counsel Jason Lammler announced he has drawn up a resolution and map regarding boundary confirmations for Norfolk Airport Authority. Lammler stated the NAA boundaries are the same as city limits for Norfolk. Madison County Clerk requested this information for voting and property tax purposes. Moved by Neuharth, seconded by Frohberg to approve resolution and map and authorize Chairman and Secretary to sign on behalf of the Authority. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.
12. Moved by Kingsbury, seconded by Clausen to approve the bills for payment. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.
13. Moved by Kingsbury, seconded by Neuharth to ratify the following payments: Roll call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.
 - a) EFT \$5,919.48 to U.S. Treasury for 941 Federal tax deposit.
 - b) EFT \$915.94 to NE Department of Revenue for income tax withholding.
 - c) EFT \$3,584.00 to NDOT/ Dept. Aeronautics for revolving hangar loan payment.
 - d) EFT \$650.01 to Mutual of Omaha employee Benefits services.
 - e) EFT \$2,502.34 to American Funds Simple IRA for monthly payroll.
 - f) EFT \$19,427.52 for monthly payroll.
 - g) EFT \$73.20 to Avfuel Corporation for lid gasket ring for fuel truck.
 - h) EFT \$25,318.56 to Avfuel Corporation for 8,071 gallons Jet A shipped Nov 11.
14. Moved By Neuharth, seconded by Clausen to move to an executive session with board members, legal counsel Jason Lammler, Airport Manager Justin Martin, and Office Manager Judy Grashorn included in the discussion of employee performance review. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

At 8:37 p.m. board members convened to executive session.

Moved by Neuharth, seconded by Clausen to adjourn from executive session at 9:05 p.m. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

Reconvened to the regular meeting at 9:05 p.m. As per executive session:
Moved by Frohberg, seconded by Clausen to approve the hiring of a second full-time FBO Line Technician. Roll Call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

Moved by Kingsbury, seconded by Clausen to adjourn the meeting. Roll call: Voting aye: Geary, Neuharth, Frohberg, Kingsbury, and Clausen. Voting nay: None. Absent: None. Motion carried.

There being no further business before the Norfolk Airport Authority, Chairman Geary adjourned the meeting at 9:08 p.m. The next regular meeting of the Norfolk Airport Authority is scheduled to be held on Monday, January 12, 2026.

Respectfully submitted:
December 10, 2025

Judy Grashorn
Office Manager

Grayson Frohberg
Secretary

SUMMARY OF PROJECT COSTS
Nebraska Department of Aeronautics

Norfolk Airport Authority
 Norfolk, Nebraska
 Karl Stefan Memorial Airport

Statement No. 1 - Final
 December 8, 2025
 Project No. SA-08

DESCRIPTION	New This Time	Itemized Costs	TOTAL
Construction			
Penro Construction Co Inc Progress Estimates No. 1	9,878.22	9,878.22	
Total Construction			9,878.22
TOTAL PROJECT COSTS TO DATE	9,878.22		9,878.22
Revolving Hangar Program Funds			
90% x \$9,878.22= \$8,890.39 (Maximum Loan Amount = \$8,890)	8,890.00	8,890.00	
Add: Previously deducted amount			
Less: Previous Payments to Sponsor (Statements No.)			
Total Hangar Funds Due Sponsor	8,890.00		8,890.00
PREPARED BY <u>Teresa Zulkoski</u> Date <u>12/8/2025</u>			
APPROVED _____ Date _____		Revolving Hangar Funds Due Sponsor	8,890.00
Sponsor			

Batch No. _____ EFT No. _____ Amount _____ Date of EFT _____

SUMMARY OF PROJECT COSTS
NDOT - Division of Aeronautics

Norfolk Airport Authority
 Norfolk, Nebraska
 Karl Stefan Memorial Field

BIL

Statement No. 6
 December 29, 2025
 Project No. 3-31-0058-029

DESCRIPTION	New This Time	Itemized Costs	TOTAL
Construction			
HDR Engineering Progress Estimates No. 1 - 7	40,018.00	202,300.00	
Total Construction			202,300.00
Independent Fee Estimate			
IFE - (Airport IFE Invoice No. 2023 TO#4) Paid by Aeronautics		2,600.00	
Total Independent Fee Estimate			2,600.00
Administration			
NDOT Legal/Publication			
Total Administration			0.00
TOTAL PROJECT COSTS TO DATE	40,018.00		204,900.00
Federal Share	38,018.00	194,655.00	
95% x \$204,900.00 = \$194,655.00 Grant Maximum = \$325,850 (90% = \$293,265)			
Less: Administrative costs		(2,600.00)	
Less: Previous Payments to Sponsor (Statements No. 1-5)		(154,037.00)	
Total Funds Due Sponsor	38,018.00		38,018.00
PREPARED BY <u>Teresa Zulkoski</u> Date <u>12/29/2025</u> NDOT, Division of Aeronautics			
APPROVED _____ Date _____ Sponsor			
Federal Funds Due Sponsor			38,018.00

Batch No. _____ EFT No. _____ Amount _____ Date of EFT _____

**STATE OF NEBRASKA
DEPARTMENT OF AERONAUTICS**

PROGRESS ESTIMATE

**4 COPIES TO DEPT.
OF AERONAUTICS**

Sponsor: Norfolk Airport Authority
4100 South 13th Street
Norfolk, NE 68701

Estimate No. 7 Date: Nov 29th, 2025

Contractor: HDR Engineering, Inc.
1917 South 67th Street
Omaha, NE 68106-2973


Project No.: 3-31-0058-029-2025

Norfolk Regional Airport

Date of Contract: April 14th, 2025

CONTRACT QUANTITIES	ITEM NO.	DESCRIPTION	ESTIMATED QUANTITIES TO DATE	UNIT	UNIT PRICE	AMOUNT
\$144,257.50	1	Task 1 - Narrative Report 59.89% Complete - Lump Sum	\$86,402.05			\$86,402.05
\$140,705.00	2	Task 2 - Aeronautical Survey and AGIS 68.89% Complete - Lump Sum	\$96,936.00			\$96,936.00
\$11,422.39	3	Task 3 - Airport Property Map / Exhibit A 40.00% Complete - Lump Sum	\$4,568.96			\$4,568.96
\$43,615.11	4	Task 4 - Airport Layout Plan Drawing Set 33.00% Complete - Lump Sum	\$14,392.99			\$14,392.99

As Project Engineer, I hereby certify that the quantities shown above have been completed from measurements made by me or my predecessors and that the work has been performed according to plans and specifications.


Project Engineer

11/29/2025
Date

Grand Total	\$202,300.00
Less Previous Estimates	\$178,094.70
Due Contractor This Estimate	\$24,205.30

Approved for payment as per Project Engineer's certification



NDA Project Engineer

12/23/2025
Date

APPROVED:

Airport Sponsor

Date



Invoice

HDR Engineering, Inc.
 Omaha, NE 68106
 Phone: (402) 399-1000

Reference Invoice Number with Payment

HDR Invoice No. 1200782566
 Invoice Date 3-Dec-2025
 Invoice Amount Due \$24,205.30
 Payment Terms Net 30

Remit to PO Box 74008202
 Chicago, IL 60674-8202

Wire transfer to Bank of America ML US
 ABA #081000032
 Account# 355004076604

Norfolk Airport Authority
 4100 S 13th St.
 Norfolk, NE 68701

Norfolk Airport Layout Plan Update

Professional Services
 From: 2-Nov-2025 To: 29-Nov-2025

Professional Services	Fee	Percent Complete	Fee Earned To Date	Previous Fee Invoiced	Current Fee Invoiced
Norfolk Airport Layout Plan Update	\$340,000.00	59.50%	\$202,300.00	\$178,094.70	\$24,205.30
	\$340,000.00		\$202,300.00	\$178,094.70	\$24,205.30

Fee Amount	\$340,000.00
Fee Invoiced to Date	\$202,300.00
Fee Remaining	\$137,700.00

HDR Internal Reference Only	
Client Number	260725
Cost Center	10134
Project Number	10430975



Invoice

HDR Engineering, Inc.
 Omaha, NE 68106
 Phone: (402) 399-1000

Norfolk Airport Authority
4100 S 13th St.
Norfolk, NE 68701

Reference Invoice Number with Payment

HDR Invoice No.	1200785136
Invoice Date	17-Dec-2025
Invoice Amount Due	\$47,909.50
Payment Terms	Net 30
Remit to	PO Box 74008202 Chicago, IL 60674-8202
Wire transfer to	Bank of America ML US ABA #081000032 Account# 355004076604

Construct Hangar at the Norfolk Regional Airport (OFK)
 FAA Grant No. 3-31-0058-030

Professional Services
 From: 13-Oct-2025 To: 6-Dec-2025

Professional Services	Fee	Percent Complete	Fee Earned To Date	Previous Fee Invoiced	Current Fee Invoiced
Field Investigations	\$12,225.00	100.00%	\$12,225.00	\$0.00	\$12,225.00
Schematic Design Phase	\$27,502.00	100.00%	\$27,502.00	\$0.00	\$27,502.00
Construction Documents Phase	\$81,825.00	10.00%	\$8,182.50	\$0.00	\$8,182.50
Procurement Phase	\$9,430.00	0.00%	\$0.00	\$0.00	\$0.00
Construction Phase	\$56,268.00	T&M	\$0.00	\$0.00	\$0.00
Close Out Phase	\$9,092.00	0.00%	\$0.00	\$0.00	\$0.00
	\$196,342.00		\$47,909.50	\$0.00	\$47,909.50

Fee Amount	\$196,342.00
Fee Invoiced to Date	\$47,909.50
Fee Remaining	\$148,432.50

HDR Internal Reference Only	
Client Number	260725
Cost Center	10134
Project Number	10447067

Capital Improvement Program

Norfolk Regional Airport, Nebraska

Project Description	Estimated Project Cost	FAA AIP Non-Primary Entitlement	FAA AIP Discretionary	IJA AIG Allocated	State Aid Grant Program	Local/ Other	AIP Non-Primary Entitlement Account	IJA AIG Allocated Account
FY2026							\$600,000	\$1,122,150
Construct Hangar	\$1,315,642	-	-	\$1,122,150	-	\$193,492	\$600,000	\$0
FY2027							\$750,000	-
Rehabilitate Runway 14-32 (Design Only)	\$669,018	\$602,116	-	-	\$13,380	\$53,522	\$147,884	-
Rehabilitate Taxiway Charlie (Design Only)	\$164,316	\$147,884	-	-	\$3,286	\$13,146	\$0	-
FY2028							\$150,000	-
Rehabilitate Runway 14-32 (Construction)	\$9,084,614	\$150,000	\$8,026,153	-	\$100,000	\$808,461	\$0	-
Rehabilitate Taxiway Charlie (Construction)	\$2,231,252	-	\$2,008,127	-	-	\$223,125	\$0	-
FY2029							\$150,000	-
Rehabilitate Runway 2-20 (Design Only)	\$663,235	\$150,000	\$446,912	-	\$13,265	\$53,059	\$0	-
FY2030							\$150,000	-
Rehabilitate Runway 2-20 (Construction)	\$9,653,757	\$150,000	\$8,538,381	-	\$100,000	\$865,376	\$0	-
FY2031							\$150,000	-
-	-	-	-	-	-	-	-	-
FY2032							\$300,000	-
Rehabilitate Taxiways Alpha and Bravo Northeast	\$5,128,704	\$300,000	\$4,315,834	-	\$100,000	\$412,870	\$0	-
FY2033							\$150,000	-
-	-	-	-	-	-	-	-	-
FY2034							\$300,000	-
Rehabilitate Taxiway Bravo Southwest	\$1,608,656	\$300,000	\$1,147,790	-	\$32,173	\$128,693	\$0	-
FY2035							\$150,000	-
-	-	-	-	-	-	-	-	-
FY2036							\$300,000	-
Rehabilitate Apron	\$930,944	\$300,000	\$537,850	-	\$18,619	\$74,475	\$0	-
FY2037							\$150,000	-
Land Acquisition for Runway 2/20	\$2,500,000	\$150,000	\$2,100,000	-	-	\$250,000	\$0	-



NORFOLK REGIONAL AIRPORT

Karl Stefan Memorial Field
Karl Stefan

Capital Improvement Program

Norfolk Regional Airport, Nebraska

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OFK Airfield Recapitalization Program Opinion of Probable Cost Summary

Norfolk Regional Airport, Nebraska

Description	General Conditions	Surface Drainage	Subsurface Drainage	Airfield Lighting & NAVAIDS	Airfield Paving (FDR + Asphalt Overlay)	Airfield Paving (Additional Investment for Concrete Overlay)	Engineering & Administration	Total
Rehabilitate Runway 14-32	\$1,045,100	\$153,500	\$526,500	\$370,400	\$3,941,100	\$2,672,000	\$1,045,032	\$9,753,632
Rehabilitate Runway 2-20	\$1,105,400	\$146,200	\$590,400	\$326,600	\$4,241,300	\$2,801,700	\$1,105,392	\$10,316,992
Rehabilitate Taxiway Charlie	\$256,700	\$136,700	\$242,700	\$295,300	\$726,100	\$481,400	\$256,668	\$2,395,568
Rehabilitate Taxiways Alpha and Bravo Northeast	\$549,500	\$104,400	\$453,300	\$716,400	\$1,634,000	\$1,121,600	\$549,504	\$5,128,704
Rehabilitate Taxiway Bravo Southwest	\$172,400	\$0	\$174,700	\$174,700	\$551,900	\$362,600	\$172,356	\$1,608,656
Totals	\$3,129,100	\$540,800	\$1,987,600	\$1,883,400	\$11,094,400	\$7,439,300	\$3,128,952	\$29,203,552

Capital Improvement Program (CIP) Data Sheet

See the instructions section for information on completing this FAA Central Region form.

Airport Name, LOCID, City, State:			
AIP Project Type:			
Local Priority:		Federal Share:	\$
Federal FY Requested:		State Share:	\$
		Local Share:	\$
		Total Project Cost:	\$

Provide detailed project scope and justification below. You must attach on a *separate* sheet or PDF a sketch/drawing that clearly depicts the scope of the project.

Sponsor Signature Block			
Signature:		Date:	
Printed Name:		Title:	
Phone Number:		Email:	



0 400' 800'



REHABILITATE RUNWAY 2-20



NORFOLK REGIONAL AIRPORT, NEBRASKA

DATE: 1/12/2026

Rehabilitate Runway 2-20

Opinion of Probable Cost

Norfolk Regional Airport, Nebraska

Item No.	Description	Unit	Quantity	Unit Price	Amount
General Conditions					
C-101-1	Airfield Work Zone Operational Safety	LS	1	\$92,116.00	\$92,100
C-102-1	Stormwater Pollution Prevention Plan (SWPPP) Preparation and Management	LS	1	\$92,116.00	\$92,100
C-105-1	Mobilization	LS	1	\$921,160.00	\$921,200
Subtotal					\$1,105,400
Surface Drainage					
D-701-1	24 inch Class III Reinforced Concrete Pipe (RCP)	LF	1,075	\$136.00	\$146,200
Subtotal					\$146,200
Subsurface Drainage					
D-705-1	6 inch Perforated PVC Pipe	LF	13,779	\$30.00	\$413,400
D-751-1	Storm Drainage Manhole	EA	14	\$11,160.00	\$156,200
D-751-2	Pipe Underdrain Cleanout	EA	14	\$1,488.00	\$20,800
Subtotal					\$590,400
Airfield Lighting & NAVAIDS					
L-108-1	L-824 No. 8 AWG, 5 kV, Type C Cable, Installed in Conduit	LF	6,800	\$4.00	\$27,200
L-108-2	No. 6 AWG, Solid, Bare Copper Counterpoise Wire, Installed in Trench	LF	1,800	\$5.00	\$9,000
L-110-1	Non-Encased Schedule 40 Electrical Conduit, 1-Way 2 inch C	LF	5,950	\$15.00	\$89,300
L-110-2	Concrete Encased Schedule 80 Electrical Duct Bank, 1-Way 2 inch C	LF	350	\$30.00	\$10,500
L-125-1	Remove Elevated Taxiway Edge Light Fixture, Transformer, and Base Can	EA	62	\$201.00	\$12,500
L-125-3	L-861T(L) Elevated Taxiway Edge Light Fixture (MITL) on L-867 Base w/XFMR	EA	55	\$2,604.00	\$143,200
L-125-4	Remove Taxiway Guidance Signage and Store for Re-Use	EA	5	\$268.00	\$1,300
L-125-5	Construct Concrete Foundation and Install Stored L-858 Taxiway Guidance Sign	EA	5	\$6,711.00	\$33,600
Subtotal					\$326,600
Airfield Paving					
P-101-1	Cold Milling - 2" Asphalt	SY	71,206	\$2.00	\$142,400
P-152-1	Unclassified Excavation	BCY	90	\$30.00	\$2,700
P-152-2	Subgrade Preparation	SY	284	\$4.00	\$1,100
P-207-1	Pulverize - In-Place Full Depth Recycled (FDR) Asphalt Aggregate Base Course	SY	75,795	\$5.00	\$379,000
P-207-2	Grade & Stabilize - In-Place Full Depth Recycled (FDR) Asphalt Aggregate Base Course	SY	73,797	\$5.00	\$369,000
P-207-3	Cement	TON	1,594	\$248.00	\$395,300
P-401-1	4-Inch Asphalt Mix Pavement	TON	15,043	\$154.00	\$2,316,600
P-501-1	<i>Additional Investment for 6-Inch Cement Concrete Pavement (\$70 / SY)</i>	-	-	-	\$2,801,700
P-501-2	Contractor Quality Control Program (CQCP)	LS	1	\$255,915.00	\$255,900
P-620-1	Retroreflective Markings	SF	66,588	\$4.00	\$266,400
P-620-2	Non-Retroreflective Markings	SF	17,556	\$3.00	\$52,700
T-901-1	Seeding	AC	3.65	\$4,216.00	\$15,400
T-905-1	Topsoil, Strip, Salvage & Spread	CY	1,961	\$15.00	\$29,400
T-908-1	Mulching	AC	3.65	\$4,216.00	\$15,400
Subtotal					\$7,043,000
Total Estimated Construction Costs					\$9,211,600
Estimated Engineering and Administrative Costs					\$1,105,392
Estimated Federal Share (90% - AIP)					\$9,285,293
Estimated Local Share					\$1,031,699
Total Estimated Project Cost					\$10,316,992









Capital Improvement Program (CIP) Data Sheet

See the instructions section for information on completing this FAA Central Region form.

Airport Name, LOCID, City, State:			
AIP Project Type:			
Local Priority:		Federal Share:	\$
Federal FY Requested:		State Share:	\$
		Local Share:	\$
		Total Project Cost:	\$

Provide detailed project scope and justification below. You must attach on a *separate* sheet or PDF a sketch/drawing that clearly depicts the scope of the project.

Sponsor Signature Block			
Signature:		Date:	
Printed Name:		Title:	
Phone Number:		Email:	



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REHABILITATE RUNWAY 14-32



NORFOLK REGIONAL AIRPORT, NEBRASKA

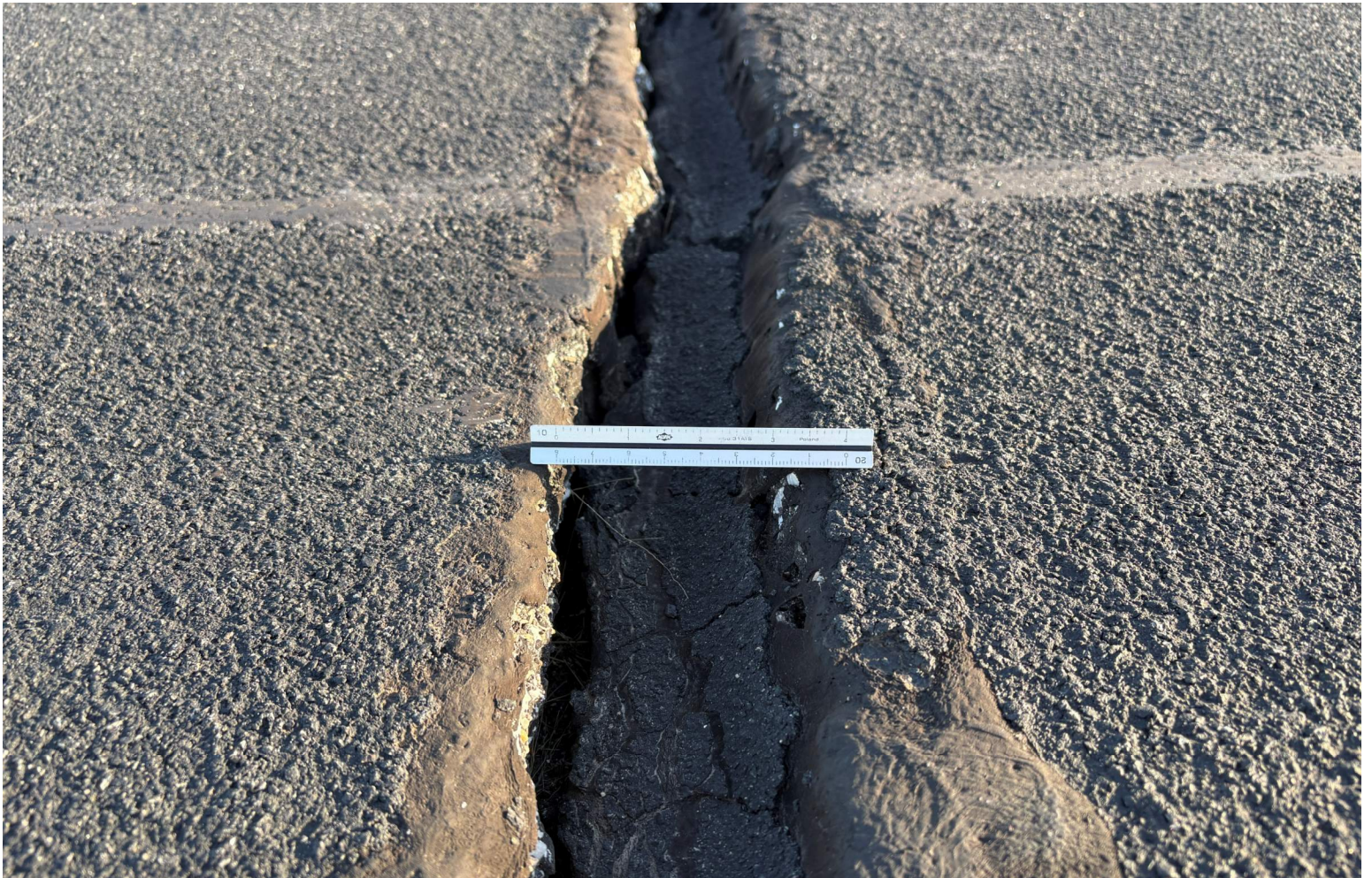
DATE: 1/12/2026

Rehabilitate Runway 14-32

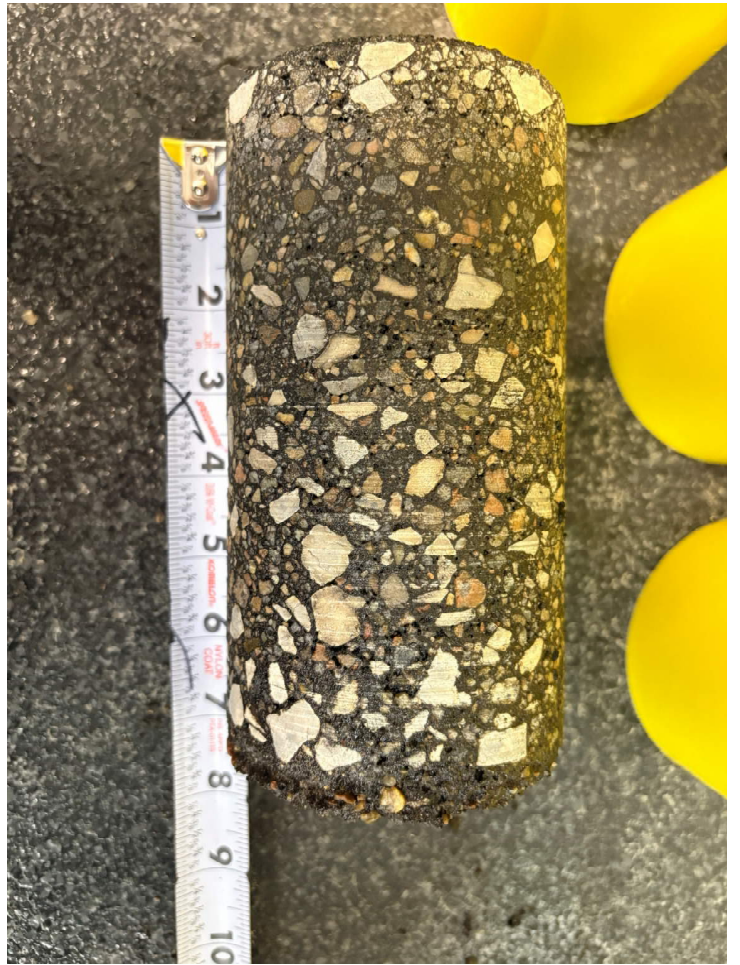
Opinion of Probable Cost

Norfolk Regional Airport, Nebraska

Item No.	Description	Unit	Quantity	Unit Price	Amount
General Conditions					
C-101-1	Airfield Work Zone Operational Safety	LS	1	\$87,086.00	\$87,100
C-102-1	Stormwater Pollution Prevention Plan (SWPPP) Preparation and Management	LS	1	\$87,086.00	\$87,100
C-105-1	Mobilization	LS	1	\$870,860.00	\$870,900
Subtotal					\$1,045,100
Surface Drainage					
D-701-1	24 inch Class III Reinforced Concrete Pipe (RCP)	LF	1,190	\$129.00	\$153,500
Subtotal					\$153,500
Subsurface Drainage					
D-705-1	6 inch Perforated PVC Pipe	LF	13,260	\$28.00	\$371,300
D-751-1	Storm Drainage Manhole	EA	13	\$10,530.00	\$136,900
D-751-2	Pipe Underdrain Cleanout	EA	13	\$1,404.00	\$18,300
Subtotal					\$526,500
Airfield Lighting & NAVAIDS					
L-108-1	L-824 No. 8 AWG, 5 kV, Type C Cable, Installed in Conduit	LF	8,300	\$4.00	\$33,200
L-108-2	No. 6 AWG, Solid, Bare Copper Counterpoise Wire, Installed in Trench	LF	1,600	\$5.00	\$8,000
L-110-1	Non-Encased Schedule 40 Electrical Conduit, 1-Way 2 inch C	LF	7,610	\$14.00	\$106,500
L-110-2	Concrete Encased Schedule 80 Electrical Duct Bank, 1-Way 2 inch C	LF	270	\$28.00	\$7,600
L-125-1	Remove Elevated Taxiway Edge Light Fixture, Transformer, and Base Can	EA	68	\$190.00	\$12,900
L-125-2	L-861T(L) Elevated Taxiway Edge Light Fixture (MITL) on L-867 Base w/XFMR	EA	64	\$2,457.00	\$157,200
L-125-3	Remove Taxiway Guidance Signage and Store for Re-Use	EA	4	\$253.00	\$1,000
L-125-4	Construct Concrete Foundation and Install Stored L-858 Taxiway Guidance Sign	EA	4	\$6,332.00	\$25,300
L-125-5	L-849(L) Style E Runway End Identifier Light (REIL) System	EA	1	\$18,720.00	\$18,700
Subtotal					\$370,400
Airfield Paving					
P-101-1	Cold Milling - 2" Asphalt	SY	69,334	\$2.00	\$138,700
P-152-1	Unclassified Excavation	BCY	360	\$28.00	\$10,100
P-152-2	Subgrade Preparation	SY	1,091	\$4.00	\$4,400
P-207-1	Pulverize - In-Place Full Depth Recycled (FDR) Asphalt Aggregate Base Course	SY	73,744	\$5.00	\$368,700
P-207-2	Grade & Stabilize - In-Place Full Depth Recycled (FDR) Asphalt Aggregate Base Course	SY	73,989	\$5.00	\$369,900
P-207-3	Cement	TON	1,598	\$234.00	\$373,900
P-401-1	4-Inch Asphalt Mix Pavement	TON	15,109	\$145.00	\$2,190,800
P-501-1	<i>Additional Investment for 6-Inch Cement Concrete Pavement (\$70 / SY)</i>	-	-	-	\$2,672,000
P-501-2	Contractor Quality Control Program (CQCP)	LS	1	\$243,140.00	\$243,100
P-620-1	Retroreflective Markings	SF	38,414	\$4.00	\$153,700
P-620-2	Non-Retroreflective Markings	SF	10,836	\$3.00	\$32,500
T-901-1	Seeding	AC	3.57	\$3,978.00	\$14,200
T-905-1	Topsoil, Strip, Salvage & Spread	CY	1,921	\$14.00	\$26,900
T-908-1	Mulching	AC	3.57	\$3,978.00	\$14,200
Subtotal					\$6,613,100
Total Estimated Construction Costs					\$8,708,600
Estimated Engineering and Administrative Costs					\$1,045,032
Estimated Federal Share (90% - AIP)					\$8,778,269
Estimated Local Share					\$975,363
Total Estimated Project Cost					\$9,753,632









Capital Improvement Program (CIP) Data Sheet

See the instructions section for information on completing this FAA Central Region form.

Airport Name, LOCID, City, State:			
AIP Project Type:			
Local Priority:		Federal Share:	\$
Federal FY Requested:		State Share:	\$
		Local Share:	\$
		Total Project Cost:	\$

Provide detailed project scope and justification below. You must attach on a *separate* sheet or PDF a sketch/drawing that clearly depicts the scope of the project.

Sponsor Signature Block			
Signature:		Date:	
Printed Name:		Title:	
Phone Number:		Email:	



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REHABILITATE TAXIWAY BRAVO SOUTHWEST



NORFOLK REGIONAL AIRPORT, NEBRASKA

DATE: 1/12/2026

Rehabilitate Taxiway Bravo Southwest

Opinion of Probable Cost

Norfolk Regional Airport, Nebraska

Item No.	Description	Unit	Quantity	Unit Price	Amount
General Conditions					
C-101-1	Airfield Work Zone Operational Safety	LS	1	\$12,067.00	\$12,100
C-102-1	Stormwater Pollution Prevention Plan (SWPPP) Preparation and Management	LS	1	\$12,067.00	\$12,100
C-105-1	Mobilization	LS	1	\$120,670.00	\$120,700
Subtotal					\$144,900
Subsurface Drainage					
D-705-1	6 inch Perforated PVC Pipe	LF	3,575	\$28.00	\$100,100
D-751-1	Storm Drainage Manhole	EA	4	\$10,530.00	\$42,100
D-751-2	Pipe Underdrain Cleanout	EA	4	\$1,404.00	\$5,600
Subtotal					\$147,800
Airfield Lighting & NAVAIDS					
L-108-1	L-824 No. 8 AWG, 5 kV, Type C Cable, Installed in Conduit	LF	4,200	\$4.00	\$16,800
L-108-2	No. 6 AWG, Solid, Bare Copper Counterpoise Wire, Installed in Trench	LF	243	\$5.00	\$1,200
L-110-1	Non-Encased Schedule 40 Electrical Conduit, 1-Way 2 inch C	LF	4,110	\$14.00	\$57,500
L-125-1	Remove Elevated Taxiway Edge Light Fixture, Transformer, and Base Can	EA	34	\$190.00	\$6,500
L-125-2	L-861T(L) Elevated Taxiway Edge Light Fixture (MITL) on L-867 Base w/XFMR	EA	27	\$2,457.00	\$66,300
Subtotal					\$148,300
Airfield Paving					
P-101-1	Cold Milling - 2" Asphalt	SY	8,006	\$2.00	\$16,000
P-152-1	Unclassified Excavation	BCY	100	\$28.00	\$2,800
P-152-2	Subgrade Preparation	SY	312	\$4.00	\$1,200
P-207-1	Pulverize - In-Place Full Depth Recycled (FDR) Asphalt Aggregate Base Course	SY	9,202	\$5.00	\$46,000
P-207-2	Grade & Stabilize - In-Place Full Depth Recycled (FDR) Asphalt Aggregate Base Course	SY	9,146	\$5.00	\$45,700
P-207-3	Cement	TON	198	\$234.00	\$46,300
P-401-1	4-Inch Asphalt Mix Pavement	TON	1,730	\$145.00	\$250,900
P-501-1	<i>Additional Investment for 6-Inch Cement Concrete Pavement (\$70 / SY)</i>	-	-	-	\$305,900
P-501-2	Contractor Quality Control Program (CQCP)	LS	1	\$27,840.00	\$27,800
P-620-1	Retroreflective Markings	SF	860	\$4.00	\$3,400
P-620-2	Non-Retroreflective Markings	SF	1,720	\$3.00	\$5,200
T-901-1	Seeding	AC	0.94	\$3,978.00	\$3,700
T-905-1	Topsoil, Strip, Salvage & Spread	CY	508	\$14.00	\$7,100
T-908-1	Mulching	AC	0.94	\$3,978.00	\$3,700
Subtotal					\$765,700
Total Estimated Construction Costs					\$1,206,700
Estimated Engineering and Administrative Costs					\$144,804
Estimated Federal Share (90% - AIP)					\$1,216,354
Estimated Local Share					\$135,150
Total Estimated Project Cost					\$1,351,504





Capital Improvement Program (CIP) Data Sheet

See the instructions section for information on completing this FAA Central Region form.

Airport Name, LOCID, City, State:			
AIP Project Type:			
Local Priority:		Federal Share:	\$
Federal FY Requested:		State Share:	\$
		Local Share:	\$
		Total Project Cost:	\$

Provide detailed project scope and justification below. You must attach on a *separate* sheet or PDF a sketch/drawing that clearly depicts the scope of the project.

Sponsor Signature Block			
Signature:		Date:	
Printed Name:		Title:	
Phone Number:		Email:	



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REHABILITATE TAXIWAY CHARLIE



NORFOLK REGIONAL AIRPORT, NEBRASKA

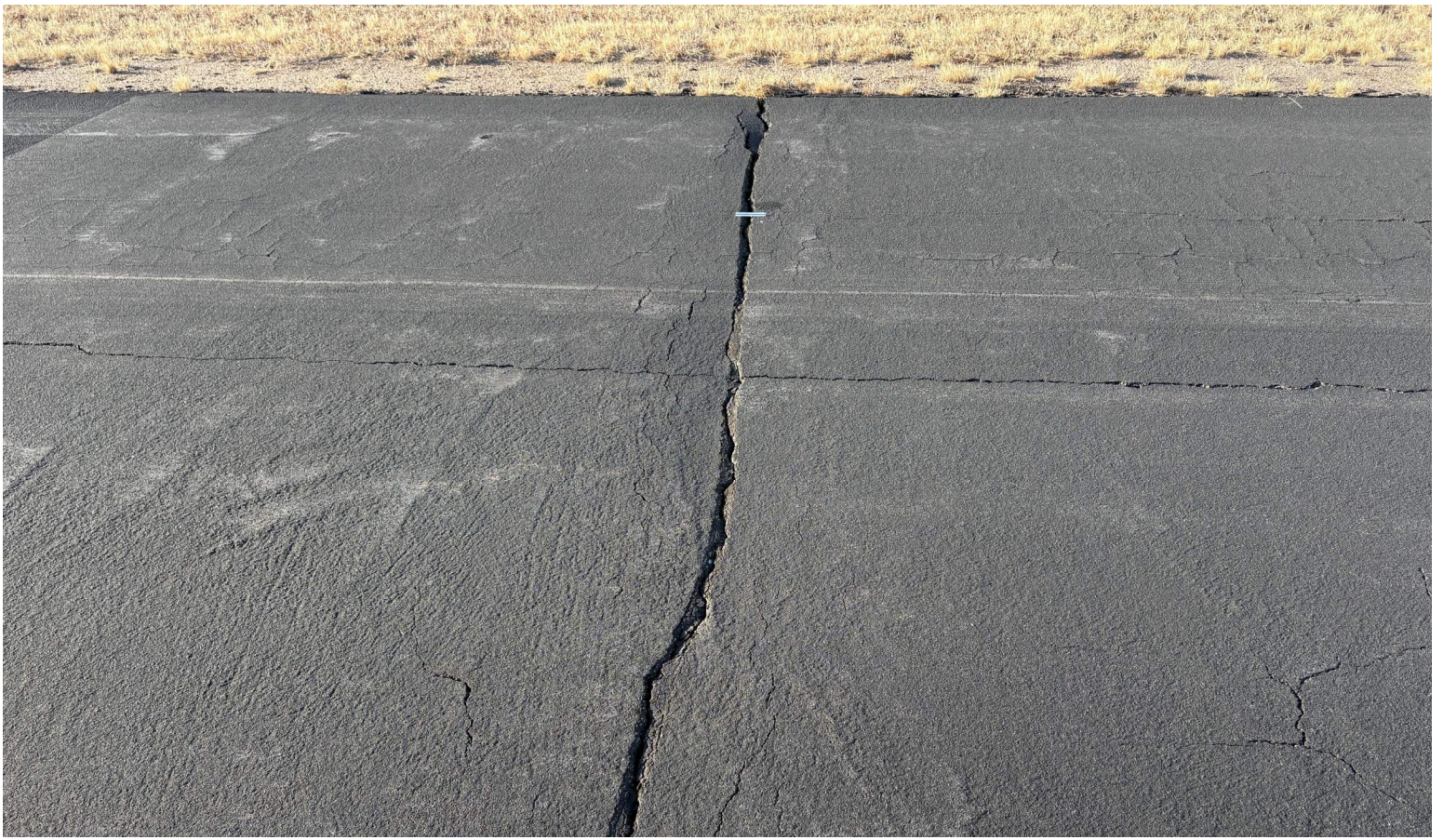
DATE: 1/12/2026

Rehabilitate Taxiway Charlie

Opinion of Probable Cost

Norfolk Regional Airport, Nebraska

Item No.	Description	Unit	Quantity	Unit Price	Amount
General Conditions					
C-101-1	Airfield Work Zone Operational Safety	LS	1	\$21,389.00	\$21,400
C-102-1	Stormwater Pollution Prevention Plan (SWPPP) Preparation and Management	LS	1	\$21,389.00	\$21,400
C-105-1	Mobilization	LS	1	\$213,890.00	\$213,900
Subtotal					\$256,700
Surface Drainage					
D-701-1	24 inch Class III Reinforced Concrete Pipe (RCP)	LF	1,060	\$129.00	\$136,700
Subtotal					\$136,700
Subsurface Drainage					
D-705-1	6 inch Perforated PVC Pipe	LF	6,112	\$28.00	\$171,100
D-751-1	Storm Drainage Manhole	EA	6	\$10,530.00	\$63,200
D-751-2	Pipe Underdrain Cleanout	EA	6	\$1,404.00	\$8,400
Subtotal					\$242,700
Airfield Lighting & NAVAIDS					
L-108-1	L-824 No. 8 AWG, 5 kV, Type C Cable, Installed in Conduit	LF	10,900	\$4.00	\$43,600
L-108-2	No. 6 AWG, Solid, Bare Copper Counterpoise Wire, Installed in Trench	LF	600	\$5.00	\$3,000
L-109-1	Remove and Replace L-828 7.5 kW Constant Current Regulator (CCR)	EA	1	\$20,263.00	\$20,300
L-110-1	Non-Encased Schedule 40 Electrical Conduit, 1-Way 2 inch C	LF	7,120	\$14.00	\$99,700
L-110-2	Concrete Encased Schedule 80 Electrical Duct Bank, 1-Way 2 inch C	LF	160	\$28.00	\$4,500
L-125-1	Remove Elevated Taxiway Edge Light Fixture, Transformer, and Base Can	EA	45	\$190.00	\$8,600
L-125-2	L-861T(L) Elevated Taxiway Edge Light Fixture (MITL) on L-867 Base w/XFMR	EA	39	\$2,457.00	\$95,800
L-125-3	Remove Taxiway Guidance Signage and Store for Re-Use	EA	3	\$253.00	\$800
L-125-4	Construct Concrete Foundation and Install Stored L-858 Taxiway Guidance Sign	EA	3	\$6,332.00	\$19,000
Subtotal					\$295,300
Airfield Paving					
P-101-1	Cold Milling - 2" Asphalt	SY	12,394	\$2.00	\$24,800
P-152-1	Unclassified Excavation	BCY	90	\$28.00	\$2,500
P-152-2	Subgrade Preparation	SY	255	\$4.00	\$1,000
P-207-1	Pulverize - In-Place Full Depth Recycled (FDR) Asphalt Aggregate Base Course	SY	14,438	\$5.00	\$72,200
P-207-2	Grade & Stabilize - In-Place Full Depth Recycled (FDR) Asphalt Aggregate Base Course	SY	14,555	\$5.00	\$72,800
P-207-3	Cement	TON	314	\$234.00	\$73,500
P-401-1	4-Inch Asphalt Mix Pavement	TON	2,722	\$145.00	\$394,700
P-501-1	<i>Additional Investment for 6-Inch Cement Concrete Pavement (\$70 / SY)</i>	-	-	-	<i>\$481,400</i>
P-501-2	Contractor Quality Control Program (CQCP)	LS	1	\$43,805.00	\$43,800
P-620-1	Retroreflective Markings	SF	1,591	\$4.00	\$6,400
P-620-2	Non-Retroreflective Markings	SF	3,182	\$3.00	\$9,500
T-901-1	Seeding	AC	1.61	\$3,978.00	\$6,400
T-905-1	Topsoil, Strip, Salvage & Spread	CY	867	\$14.00	\$12,100
T-908-1	Mulching	AC	1.61	\$3,978.00	\$6,400
Subtotal					\$1,207,500
Total Estimated Construction Costs					\$2,138,900
Estimated Engineering and Administrative Costs					\$256,668
Estimated Federal Share (90% - AIP)					\$2,156,011
Estimated Local Share					\$239,557
Total Estimated Project Cost					\$2,395,568







Capital Improvement Program (CIP) Data Sheet

See the instructions section for information on completing this FAA Central Region form.

Airport Name, LOCID, City, State:			
AIP Project Type:			
Local Priority:		Federal Share:	\$
Federal FY Requested:		State Share:	\$
		Local Share:	\$
		Total Project Cost:	\$

Provide detailed project scope and justification below. You must attach on a *separate* sheet or PDF a sketch/drawing that clearly depicts the scope of the project.

Sponsor Signature Block			
Signature:		Date:	
Printed Name:		Title:	
Phone Number:		Email:	



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REHABILITATE TAXIWAYS ALPHA AND BRAVO NORTHEAST

NORFOLK REGIONAL AIRPORT, NEBRASKA

DATE: 1/12/2026

Rehabilitate Taxiways Alpha and Bravo Northeast

Opinion of Probable Cost

Norfolk Regional Airport, Nebraska

Item No.	Description	Unit	Quantity	Unit Price	Amount
General Conditions					
C-101-1	Airfield Work Zone Operational Safety	LS	1	\$40,945.00	\$40,900
C-102-1	Stormwater Pollution Prevention Plan (SWPPP) Preparation and Management	LS	1	\$40,945.00	\$40,900
C-105-1	Mobilization	LS	1	\$409,450.00	\$409,500
Subtotal					\$491,300
Surface Drainage					
D-701-1	24 inch Class III Reinforced Concrete Pipe (RCP)	LF	725	\$129.00	\$93,500
Subtotal					\$93,500
Subsurface Drainage					
D-705-1	6 inch Perforated PVC Pipe	LF	10,312	\$28.00	\$288,700
D-751-1	Storm Drainage Manhole	EA	10	\$10,530.00	\$105,300
D-751-2	Pipe Underdrain Cleanout	EA	10	\$1,404.00	\$14,000
Subtotal					\$408,000
Airfield Lighting & NAVAIDS					
L-108-1	L-824 No. 8 AWG, 5 kV, Type C Cable, Installed in Conduit	LF	15,400	\$4.00	\$61,600
L-108-2	No. 6 AWG, Solid, Bare Copper Counterpoise Wire, Installed in Trench	LF	1,282	\$5.00	\$6,400
L-109-1	Remove and Replace L-828 7.5 kW Constant Current Regulator (CCR)	EA	1	\$20,263.00	\$20,300
L-110-1	Non-Encased Schedule 40 Electrical Conduit, 1-Way 2 inch C	LF	11,680	\$14.00	\$163,500
L-110-2	Concrete Encased Schedule 80 Electrical Duct Bank, 1-Way 2 inch C	LF	1,040	\$28.00	\$29,100
L-125-1	Remove Elevated Taxiway Edge Light Fixture, Transformer, and Base Can	EA	139	\$190.00	\$26,400
L-125-2	L-861T(L) Elevated Taxiway Edge Light Fixture (MITL) on L-867 Base w/XFMR	EA	121	\$2,457.00	\$297,300
L-125-3	Remove Taxiway Guidance Signage and Store for Re-Use	EA	6	\$253.00	\$1,500
L-125-4	Construct Concrete Foundation and Install Stored L-858 Taxiway Guidance Sign	EA	6	\$6,332.00	\$38,000
Subtotal					\$644,100
Airfield Paving					
P-101-1	Cold Milling - 2" Asphalt	SY	25,982	\$2.00	\$52,000
P-152-1	Unclassified Excavation	BCY	230	\$28.00	\$6,400
P-152-2	Subgrade Preparation	SY	679	\$4.00	\$2,700
P-207-1	Pulverize - In-Place Full Depth Recycled (FDR) Asphalt Aggregate Base Course	SY	29,447	\$5.00	\$147,200
P-207-2	Grade & Stabilize - In-Place Full Depth Recycled (FDR) Asphalt Aggregate Base Course	SY	29,087	\$5.00	\$145,400
P-207-3	Cement	TON	628	\$234.00	\$147,000
P-401-1	4-Inch Asphalt Mix Pavement	TON	5,573	\$145.00	\$808,100
P-501-1	<i>Additional Investment for 6-Inch Cement Concrete Pavement (\$70 / SY)</i>	-	-	-	\$985,700
P-501-2	Contractor Quality Control Program (CQCP)	LS	1	\$89,690.00	\$89,700
P-620-1	Retroreflective Markings	SF	3,136	\$4.00	\$12,500
P-620-2	Non-Retroreflective Markings	SF	6,271	\$3.00	\$18,800
T-901-1	Seeding	AC	2.72	\$3,978.00	\$10,800
T-905-1	Topsoil, Strip, Salvage & Spread	CY	1,462	\$14.00	\$20,500
T-908-1	Mulching	AC	2.72	\$3,978.00	\$10,800
Subtotal					\$2,457,600
Total Estimated Construction Costs					\$4,094,500
Estimated Engineering and Administrative Costs					\$491,340
Estimated Federal Share (90% - AIP)					\$4,127,256
Estimated Local Share					\$458,584
Total Estimated Project Cost					\$4,585,840



FEDERAL AVIATION ADMINISTRATION

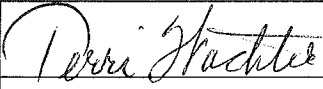
CIP DATA SHEET

CAPITAL IMPROVEMENT PROGRAM (CIP)
AIRPORTS DIVISION - CENTRAL REGION

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION			
Airport Name, LOCID, City, State:	Norfolk Regional Airport/Karl Stefan Memorial, OFK, Norfolk, Nebraska		
AIP Project Type:	Land Acquisition for Runway 2/20		
Local Priority:	3 - Medium	Federal Share:	\$ 2,250,000
FFY Requested:	2023	State Share:	\$ 0
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.		Local Share:	\$ 250,000
		Total Project Cost:	\$ 2,500,000

Project Description: Land acquisition for Runway 2/20 RPZ and BRL.
Justification: The land was identified for acquisition in the study conducted under AIP-018.
Airport Layout Plan (ALP) Status: The project is shown on the approved ALP.
Environmental (NEPA) Determination: Environment assessment will be required as part of the project.
Pavement Project PCI Score: Not Applicable.
Pavement Project Dimensions: Not Applicable.
Pavement Project Apron Calculations: Not Applicable.
Clear Approach and Departure Surfaces: To the best of our knowledge all surfaces in AC 150/5300-13 and FAA Order 8260.3 are clear.
FAA-Owned Facility Impact: The FAA-owned facilities on the airport are RWY 2 Localizer, Glideslope, MALSR & PAPIs; RWY 20 PAPI; RWY 14/32 PAPIs and REILs; and VOR. There will be no impact to FAA-owned facilities.
Snow Removal Equipment (SRE) Inventory and Sizing Calculations: Not Applicable.
AIP Funded Equipment Disposal: None
Revenue Producing Project: Not Applicable.
Land Ownership: The Airport Authority has the use and occupancy of all land upon which AIP funds will be expended for development. In accordance with Nebraska Statute 3-503, the title of real property remains with the city of Norfolk.

SPONSOR SIGNATURE BLOCK

Signature:		Date:	<i>January 15, 2020</i>
Printed Name:	Terri Wachter	Title:	Airport Manager
Phone Number:	(402) 371-7210	Email:	airportofk@cableone.net

ACIP Data Sheet Cost Estimate

Land Acquisition Runway 2/20 - 300' Displacement Existing RPZ

Norfolk Regional Airport
Norfolk, Nebraska

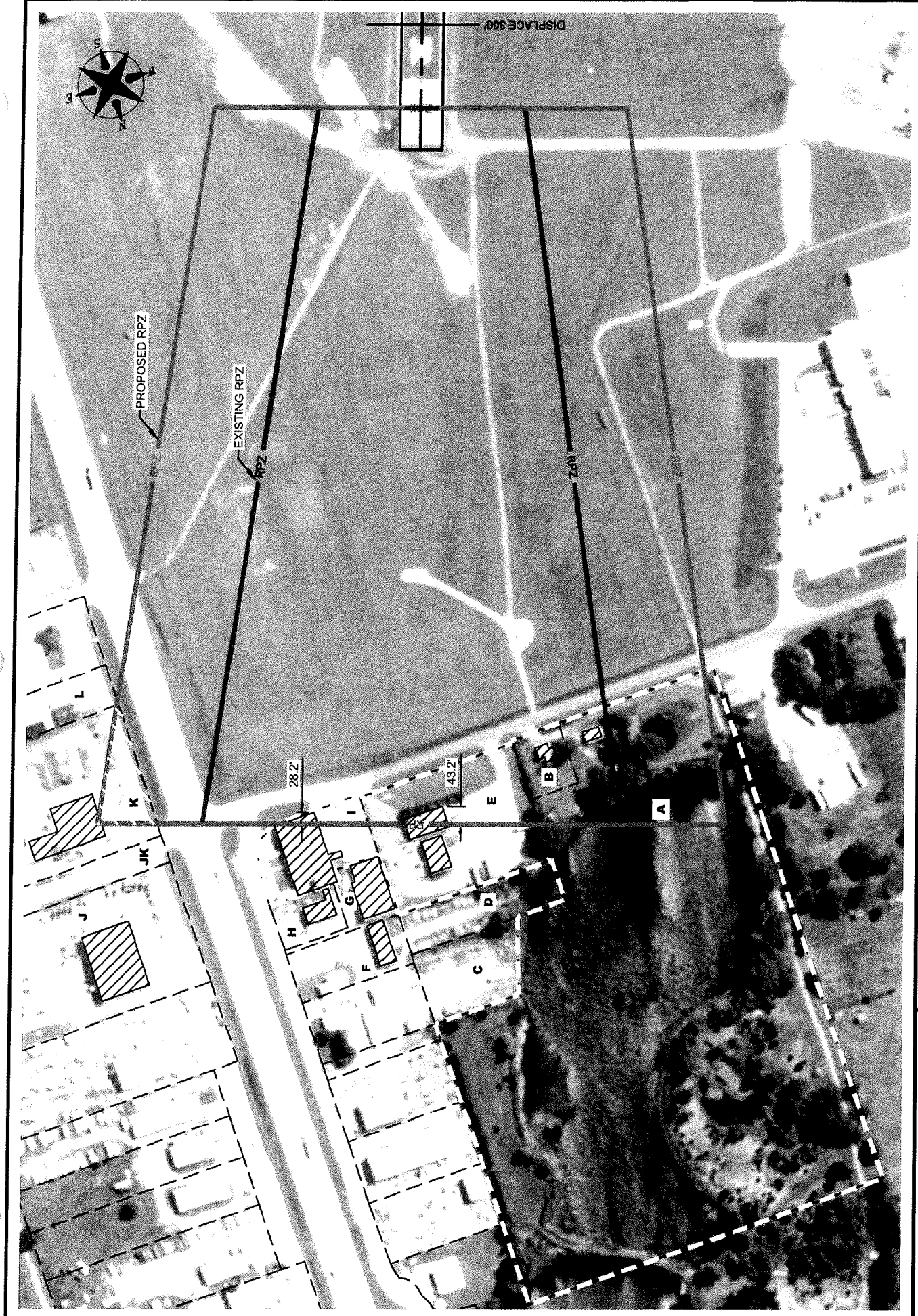
Jan-20

Item No.	Description	Estimated Quantity	Unit	Unit Price	Amount
1	Parcel A - Dennis/Carol Werner - pond	100%	LS	\$87,674.00	\$87,674.00
2	Parcel B - Dennis/Carol Werner - house	100%	LS	\$192,484.00	\$192,484.00
3	Parcel E - Roy/Sherry Gray - storage building	100%	LS	\$310,646.00	\$310,646.00
4	Parcel I - 7 County Inc. - Coca Cola Bottling	100%	LS	\$580,720.00	\$580,720.00
5	Parcel M - Lorene Droescher - agricultural	0.88	AC	\$12,000.00	\$10,560.00
6	Parcel N - State Educational Lands & Funds - agricultural	0.47	AC	\$12,000.00	\$5,640.00
7	Environmental Assessment	1	LS	\$100,000.00	\$100,000.00
8	Relocation Assistance - Residence (B)	1	EA	\$110,000.00	\$110,000.00
9	Relocation Assistance - Business (E)	1	EA	\$165,000.00	\$165,000.00
10	Relocation Assistance - Large Business (I)	1	EA	\$330,000.00	\$330,000.00
11	Environmental Site Assessment - Phase I (A, B, M/N)	4	EA	\$6,000.00	\$24,000.00
12	Environmental Site Assessment - Phase II (E, I)	2	EA	\$25,000.00	\$50,000.00
13	Appraisal (2) & Review - Tracts A, B, E, I	4	EA	\$10,000.00	\$40,000.00
14	Legal, Survey & Administrative	1	LS	\$220,000.00	\$220,000.00
15	Building Removal (small) (Tracts A, B, E)	2	EA	\$25,000.00	\$50,000.00
16	Building Removal (large) (Tract I)	1	EA	\$120,000.00	\$120,000.00
17	Clearing, grubbing, grading & seeding	4	EA	\$25,000.00	\$100,000.00
Total (Rounded)					\$2,500,000.00

Federal (90%) \$2,250,000.00

State (0%) \$0.00

Local (10%) \$250,000.00



PROJECT NO: 012-0419
 DRAWN BY: JTO
 DATE: 01.09.2015

**ALT 5 - 300' PROPOSED RUNWAY
 DISPLACEMENT**

601 P Street, Suite 200
 P.O. Box 84608
 Lincoln, NE 68508
 TEL 402.474.6311
 FAX 402.474.5160



EXHIBIT
 7

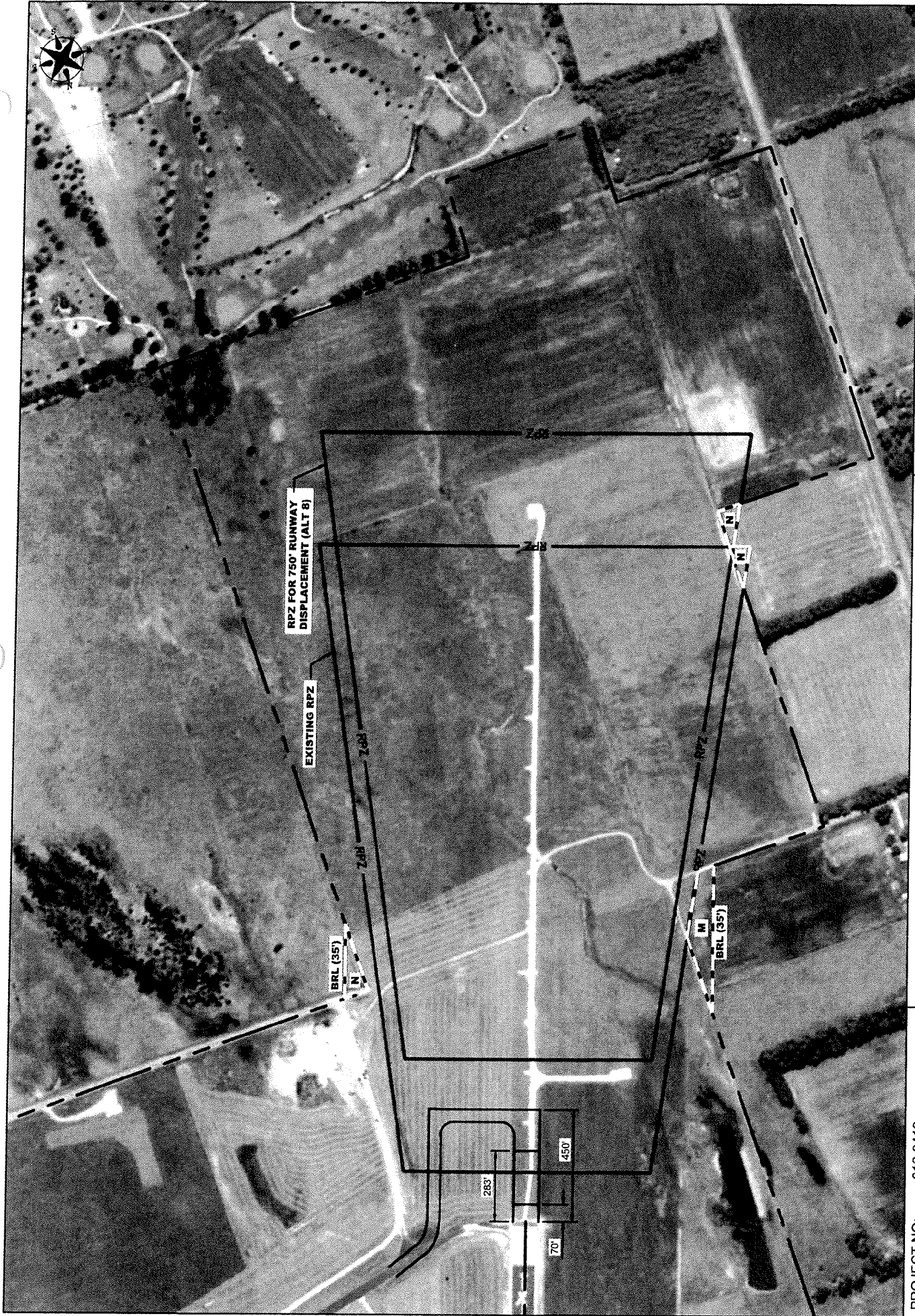


EXHIBIT
B

1111 Lincoln Mall, Suite 111
P.O. Box 84608
Lincoln, NE 68501-4608
TEL 402.474.6311
FAX 402.474.5160



RUNWAY 1 END

PROJECT NO: 012-0419
DRAWN BY: JTO
DATE: 2.4.2013



Capital Improvement Program (CIP) Data Sheet

See the instructions section for information on completing this FAA Central Region form.

Airport Name, LOCID, City, State:			
AIP Project Type:			
Local Priority:		Federal Share:	\$
Federal FY Requested:		State Share:	\$
		Local Share:	\$
		Total Project Cost:	\$

Provide detailed project scope and justification below. You must attach on a *separate* sheet or PDF a sketch/drawing that clearly depicts the scope of the project.

Sponsor Signature Block			
Signature:		Date:	
Printed Name:		Title:	
Phone Number:		Email:	



0 400' 800'



81



REHABILITATE APRON

NORFOLK REGIONAL AIRPORT, NEBRASKA

DATE: 1/12/2026

Rehabilitate Apron

Opinion of Probable Cost

Norfolk Regional Airport, Nebraska

Item No.	Description	Unit	Quantity	Unit Price	Amount
General Conditions					
C-101-1	Airfield Work Zone Operational Safety	LS	1	\$6,677.00	\$6,700
C-102-1	Stormwater Pollution Prevention Plan (SWPPP) Preparation and Management	LS	1	\$6,677.00	\$6,700
C-105-1	Mobilization	LS	1	\$66,770.00	\$66,800
Subtotal					\$80,200
Airfield Paving					
P-101-1	Pavement Removal - 6" Concrete	SY	4,815	\$13.00	\$62,600
P-152-1	Unclassified Excavation	BCY	800	\$7.00	\$5,600
P-152-2	Haul Off-Site	LCY	1,040	\$21.00	\$21,800
P-152-3	Subgrade Preparation	SY	4,815	\$4.00	\$19,300
P-209-1	6-Inch Crushed Aggregate Base Course	SY	4,815	\$20.00	\$96,300
P-209-2	Separation Geotextile	SY	4,815	\$4.00	\$19,300
P-501-1	6-Inch Cement Concrete Pavement	SY	4,815	\$70.00	\$337,100
P-501-2	Contractor Quality Control Program (CQCP)	LS	1	\$16,855.00	\$16,900
P-620-1	Retroreflective Markings	SF	860	\$4.00	\$3,400
P-620-2	Non-Retroreflective Markings	SF	1,721	\$3.00	\$5,200
Subtotal					\$587,500
Total Estimated Construction Costs					\$667,700
Estimated Engineering and Administrative Costs					\$80,124
Estimated Federal Share (90% - AIP)					\$673,042
Estimated Local Share					\$74,782
Total Estimated Project Cost					\$747,824



Engineer's Report

Date: Wednesday, January 07, 2026

To: Norfolk Airport Authority

From: HDR

Hangar

Pre-Final Construction Documents will be submitted to the Airport Manager, FAA, and NDOT for final review on Friday, January 16th. The project is expected to be advertised for bidding on Monday, February 2nd, and the bid opening is scheduled for Friday, February 27th.

The proposed hangar is a two-bay box hangar featuring bifold doors that are 60'-0" wide by 18' high, located west of T Row, near the beacon and radar room.

The current Engineer's Opinion of Probable Construction Cost is \$1,119,300.00. The current estimated local share needed for the project is \$193,492.00.

Given the anticipated FAA grant timeline, we expect that the construction contract will be awarded in the summer of 2026, with project completion projected for spring 2027.

Airport Layout Plan Update

Approval of an updated Capital Improvement Plan (CIP) is on the Airport Authority's January meeting agenda. The airport has expiring AIP Non-Primary Entitlement funds in FY2027, and the intent is to pursue a "Design Only" grant for the first phase of proposed runway improvements. Construction could occur as soon as FY2028.

The results of the obstruction survey performed as part of the ALP update were received in December. The team is analyzing the data, but it does not appear that there will be any significant issues.

Drafts of the ALP Drawing Set and Narrative Report are expected to be available before the Airport Authority's February meeting.

Sincerely,

Ryan Hanson, P.E.
HDR Project Manager



P.O. BOX 221 • NORFOLK, NE 68702-0221 • 402/371-3126 • FAX: 402/371-3175

December 19, 2025

Norfolk Airport
Norfolk, NE

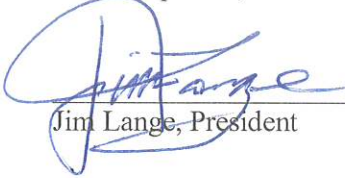
We propose to provide labor, equipment and material necessary to frame a opening for overhead door (9'x8') in West end cap of Row D. Installation of overhead door by others.

NOTE: This proposal will be held for 45 days from date of opening.

ALL FOR THE SUM OF: FOUR THOUSAND TEN Dollars (\$4,010.00)

PAYMENTS: At completion

J. H. Hespe Co., Inc.



Jim Lange, President

December 19, 2025

Date

Acceptance of Bid Proposal:

BC Builders Inc.

200 W O'Neill
P.O. Box A
Battle Creek, NE 68715
Phone 402/675-3735
Fax 402/675-5625

Quote No.

OH door opening

Norfolk Regional Airport
4100 S 13th
Norfolk, NE 68701

Customer ID	Quote Date		
NFOK	1/5/2026		
Description		Quantity	Price each

Material for 9x7 Overhead Framed opening in exis
Installation by owner

Jambs, Header, trims, clips, fasteners, crating \$676.16

Estimate to install the 9x7 FO. ...\$1,500 tax

Total \$676.16

Provide and install a 3070 PA walk door.
Closure, and lockset.. \$3,400.

Quote valid for 30 days.

Proposal

BECKENHAUER CONSTRUCTION INC.

1901 Riverside Boulevard
NORFOLK, NEBRASKA 68702-0866
(402) 371-5363 FAX (402) 371-1129

PROPOSAL SUBMITTED TO Norfolk Airport Authority	PHONE 402-379-7810	DATE 1/5/2026
STREET 4100 S 13th St	JOB NAME hanger door	
CITY, STATE and ZIP CODE Norfolk, NE 68701	JOB LOCATION Norfolk	

We Propose hereby to furnish material and labor--complete in accordance with specifications below, for the sum of:

Three Thousand Eight Hundred and Twenty Five 00/100 dollars (\$ **3,825.00**).

Payment to be made as follows:

Monthly

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature _____

Note: This proposal may be withdrawn by us if not accepted within **15** days.

We hereby submit specifications and estimates for:

All labor, material and equipment to relocate walk door and frame opening for a new overhead door.

Overhead door and electrical work by owner.

Acceptance of Proposal -- The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date of Acceptance: _____

Signature: _____



ELITE DOOR
 2200 WEST OMAHA AVENUE, NORFOLK, NE, 68701, US
 (402) 379-2468



Customer Information

Shannon Brown
 (402) 379-2468
 Brice@EliteDoorNebraska.com

Contact Address

2200 WEST OMAHA AVENUE,
 NORFOLK, NE - 68701 - US

Install Address

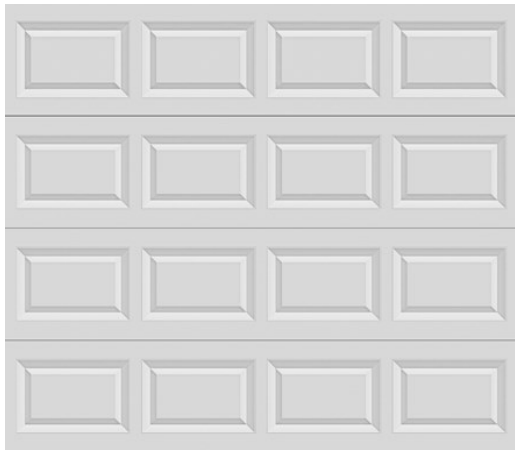
2200 WEST OMAHA AVENUE,
 NORFOLK, NE - 68701 - US

Created On : 2025-12-03

Modified On : 2025-12-03

Sales Lead Prepared by :
 Shannon Brown

Door 1



Door Description

Classic™ Steel - Value Series

Quantity : 1

Size : 9'0" x 7'0"

Windcode : W0

Model : T40S

Design : Short Panel

Construction : 1-layer Non Insulated 24 Ga Tongue And Groove Joint

Base Color : Standard White

Top Section : Solid Short Traditional

Glass Type : Not Applicable With Solid Top Section.

Spring : Coated Torsion

Track Size : 2" Flag & Jambs Separate

Track Type : Standard

Mount Type : Bracket

Track Radius : 15

Lock : Exterior Keyed Lock #3

Lock Options : No Lock Hole (Std with no lock and inside slide lock optional on #1 & #3)

Shaft : Standard Shaft

Struts : 1 Extra Strut

Vinyl Stop Mold : White

*Product images and colors presented are for illustrative purposes only and may differ from the actual product.

Additional Items

Balance Due : \$1,015.00

**ELITE DOOR**

2200 WEST OMAHA AVENUE, NORFOLK, NE, 68701, US
(402) 379-2468

**Terms & Conditions**

This bid is based on material prices if released for fabrication today. Any purchase order or contact for this work must include price escalation clause that provides equitable price adjustment based on the date the product is released for fabrication.

Compensation

Payment to be made as follows:

- 25% down payment required before product order is placed.
- 50% progressive payment after product has delivered.
- 25% remaining payment due following installation.

Monthly service charge of 1.5% may be applied to any payments not received within 60 days after installation.

No returns accepted on any items requiring electrical installation.

Agreements are contingent upon inclement weather, accidents, or any unexpected delays beyond Elite Door's control.

In case of default of contract, the customer shall be responsible for all costs, under the agreement provided, and may incur additional attorney fees if necessary.

Installation

Products must be installed within 60 days of delivery to our location in Norfolk, Nebraska. Elite Door is not responsible for any damages after the 60-day allotted time. Responsibility after 60 days will be the responsibility of the customer.

Any unexpected installation delays must be corresponded with Elite Door. Installations postponed due to customer restrictions may cause further delays for installation, and may incur additional charges if not properly corresponded.

Any product modifications not performed by Elite Door may void warranty.

Exclusions

Products to be considered "by others" may include:

- Electrical wiring to motor and/or control stations.
- Unforeseen structural items needed for door installation.
- Back hanger pad/spring pad, unless requested by customer. (may incur additional charges)
- Any required permits.

Accepted By

Attachments



JOHNSON ELECTRIC

MARK A. JOHNSON

2703 N 25TH ST.

NORFOLK, NE. 68701

PHONE: 402-371-0556

EMAIL: MARK@JOHNSONELECTRIC.BIZ

December 5, 2025

Norfolk Airport
4100 S 13th St.
Norfolk, NE 68701
Attn: Justin Martin

Re: Norfolk Airport 8-Place T-Hangar meter replacement.

Dear Mr. Martin,

Please use the following price and scope of work for the above referenced project. The price is based on my site inspection and the 2023 NEC.

The following items are included in the price.

- Removal of existing digital meters and CT's
- Conduit and fittings to install new meter socket bases
- 240volt single phase meter socket bases
- 240volt Digital meter sockets (Same principal as on a house)
- Labor materials and equipment for a complete installation
- City of Norfolk permits and inspections

The following items are not included in the price.

- Sales tax

Total Price: \$3,125.00

Thank you for the opportunity to quote this project. If you have any questions regarding this quote don't hesitate to give me a call.

Sincerely,

Mark Johnson

CHAPTER 1

GENERAL

Section 1-101 Definitions:

- A. "Airport". Unless otherwise specified or the content clearly discloses a contrary meaning, "airport" shall mean all property and improvements on and in the area comprising the Norfolk Municipal Airport, also known as Karl Stefan Memorial Airport.
- B. "Airport Manager" means the person designated by the Norfolk Airport Authority as the person responsible for the day to day operations of the Airport.
- C. "Authority" or "Airport Authority" means the Norfolk Airport Authority board.
- D. "Commercial operations", as respects use of this airport, means any operation whereby the person providing the service would customarily expect or receive compensation from a source other than that person.
- E. "Fixed Base Operator" means any person engaged in business of an aviation nature and being authorized to conduct such business by virtue of a contract with the Authority.
- F. "Insurance", "Insurance Policy", or any similar reference contained herein shall mean an instrument in writing, by which one party, in consideration of a premium, engages to indemnify another against a contingent loss, by making him a payment in compensation for said loss. That all policies referred to in these Bylaws, Rules, and Regulations shall be issued by an insurance company licensed or authorized by the Nebraska Department of Insurance and shall be applicable to all property and persons and their use of the airport.
- G. "Operator" means the owner or pilot of any civil aircraft.
- H. "Person" means any individual, partnership, corporation, legal entity, group or duly authorized representatives, agents, or employees thereof.
- I. "Tenant", "Lessee", "Licensee", "Permittee", or "Grantee" means any person (including agents or employees) with whom there exists or is to exist in the future or has existed in the past a contractual relationship between such person and the Authority under any lease, license, permit or agreement.

Section 1-102 Scope:

- A. All users of and persons on the airport shall be governed by these Bylaws, Rules, and Regulations, hereinafter referred to as rules, regulations, or both. These regulations are subject to change by the Authority. All persons, while on the airport or while conducting business on or off the airport relative to the airport including but not limited to the Norfolk Airport Authority, its airport manager, tenants or other persons shall be governed by the provisions hereof adopted by the Authority as they apply to all persons, including users, and persons conducting the services and activities described therein.

- B. These regulations are not intended to, and do not amend, modify, or supersede any provisions of Federal, State, or local law, or any specific written contractual agreement of the Authority with which they may conflict; provided however, that these regulations shall, so far as possible, be interpreted so that no such conflict shall exist.
- C. If any portion of these regulations shall be invalid or unenforceable, because of conflict with Federal, State or local law, all other portions shall remain in effect and be construed to achieve the purposes hereof.

Section 1-103 Penalties:

The Airport Manager is herewith specifically authorized to remove or eject from the airport premises any person who knowingly and/or willfully violates any of these regulations or a direct instruction issued by the Airport Manager. The Airport Manager shall deny the use of the airport to such person if he determines that such denial is necessary under the circumstances, and may take such other measures as may be permitted by law, to enforce airport regulations and all Federal, State, or local law authorizing him to act so that the Airport Manager shall maintain the Authority's control of the airport.

Section 1-104 Accident Reports:

All persons involved in any accident, whether personal, aircraft, automotive, machinery, or other, occurring on the airport, shall make a full written report to the Airport Manager as soon after the accident as possible, but in any case not later than 48 hours after such accident.

Section 1-105 Temporary Airport Manager:

If no Airport Manager is employed or the Airport Manager shall resign or be unable to perform the duties of the Airport Manager, the Chairman of the Airport Authority shall be the Airport Manager. The Authority may appoint one of its members as Airport Manager, or may appoint a temporary Airport Manager to enforce the rules and regulations governing the airport. In the absence of a manager, the Chairman of the Authority shall have the authority to act as Airport Manager, and in the absence of the Chairman, the Vice Chairman shall have the authority to act as Airport Manager.

Section 1-106 Duties of the Airport Manager:

The Airport Manager shall:

- A. Perform periodic inspections of the runways, taxiways, lighting systems and other airport facilities and equipment to assure that the same are in safe and operable condition, and to perform or obtain routine repairs as needed;
- B. Report monthly, or more often as requested by the Authority, on any matters that may affect airport operations or facilities;

- C. Promptly remove from the runways, taxiways, aprons, and service roads any snow or other obstructions or hazards to the extent the equipment provided by the Authority will permit, and notify and supervise any contractors obtained by the Authority for removal operations, to assure that safe and efficient operation of the airport shall be maintained at all times. In the event of blizzard conditions, the Airport Manager may suspend snow removal operations if it is evident that the removal operations cannot keep up with snowfall. Removal operations shall be resumed as soon as weather conditions improve to the point that operations can at least keep up with snowfall;
- D. Communicate with all tenants of the Authority as a liaison between the Authority and such tenants with regard to all matters concerning the leasing, maintaining and operation of all such operations, such matters to be subject to the decision of the Authority;
- E. Supervise, direct, and schedule the activities and hours of all employees of the Authority. Airport Manager shall have authority for employment of temporary or part time employees, without specific approval of the Authority. Airport Manager shall have the authority to impose sanctions of all kinds for discipline of such employees, including dismissal. Hiring of permanent or full time employees shall only be done with approval of the Authority. Dismissal of any permanent or full time employee shall be reserved to the Authority, either on it's own initiative or on the recommendation of the Airport Manager. Compensation of all Authority employees shall be set by the Airport Manager and approved by the Authority, with the exception of the Airport Managers compensation which shall be set and approved by the Authority;
- F. Follow all orders, directives, and regulations of the Authority and the Federal Aviation Administration and extend full cooperation to the Nebraska Department of Aeronautics. Airport Manager will also help promote good will for the Authority and all other governmental aviation entities in general;
- G. Perform such other duties as are customarily performed by one holding such position in other, same, or similar businesses or enterprises as that engaged in by the Authority;
- H. If appointed by the Authority, serve as appointed Treasurer of the Authority. Treasurer will maintain a public officials bond, in an amount to be determined by the County Treasurer, at the expense and with approval of the Authority;
- I. The manager operates all equipment, drives all vehicles and works in the shop from time to time to maintain safety and efficiency in all airport operations.
- J. The manager serves as the Airport Security Coordinator and is the contact person for dealing with the police and security matters.
- K. Incur and approve expenditures on behalf of the Airport for necessary capital purchases or equipment in an amount not to exceed Five Thousand Dollars (\$5000.00) per item or transaction without prior approval of the Authority. Any capital or equipment expenditure in excess of Five Thousand Dollars (\$5000.00) shall require the prior approval of the Authority.
- J. Notwithstanding the foregoing, the Airport Manager is authorized to incur and pay expenses in the ordinary course of the Airport's day-to-day operations, including but not

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limited to utilities, maintenance, repairs, supplies, payroll, fueling equipment, and contracted services, without dollar limitation, provided such expenses are customary, reasonable, and consistent with the approved budget and operational needs of the Airport.

Section 1-107 Authority Funds Disbursement and Legal Matters

All disbursements of Authority funds exceeding Five Thousand Dollars (\$5,000.00) and not for expenses in the ordinary course of business, shall be upon approval of the Authority, and such disbursement approval shall be reflected in the minutes of the meeting in which the funds were approved for payment. All checks drawn in disbursement of Authority funds shall be signed and countersigned by any two persons authorized by the Authority to sign checks as reflected on the current signature card of the financial institution holding Authority funds for disbursement. The Authority Legal Counsel shall furnish the office of the Authority a copy of all correspondence, transactions and/or records pertaining to any and all Authority related matters.

Section 1-108 Meeting Notices and Agenda:

The Secretary of the Authority shall be responsible for giving public notice, as required by law, of all meetings of the Authority. Notice by publication in any legal newspaper published and in general circulation in Norfolk, Madison County, Nebraska, is designated as the primary method of giving notice of regular or special meetings of the Authority. Notice by announcement on any commercial radio station broadcasting in Madison County, Nebraska, is designated as the alternate method of giving notice where advance publication will not be timely. The Agenda for all such meetings shall be maintained in the office of the Airport Manager, and shall be kept continually current, and all meeting notices shall refer thereto.

Section 1-109 Meeting place:

The regular meeting location of the Authority shall be in the board room in the office of the Norfolk Airport Authority located on Karl Stefan Memorial Airport, and all meetings shall be held there unless the meeting notice provides otherwise, or, at the direction of the Chairman, or in his absence the acting Chairman, another meeting place is designated.

Section 1-110 Officers; Election, powers, duties:

- A. The officers of the Authority shall consist of a Chairman, Vice Chairman, Secretary and appointed Treasurer. The appointed Treasurer, if not an elected Authority member, shall have no vote in Authority matters.
- B. The officers shall be elected to a one year term by a vote of the Authority at the December meeting. Terms shall be from January 1 through December 31.
- C. The Chairman shall be the Chief Executive Officer of the Authority, shall have general charge of the business affairs and property of the Authority, and shall have direct supervisory authority over the Airport Manager, subject to the direction of the Authority. All contracts, leases, agreements, and other instruments necessary or convenient to the

corporate purposes of the Authority shall be executed by the Chairman, subject to the direction of the Authority except that the Airport Manager may execute a standard hangar lease agreement, Emergency Maintenance Permit, and single event special use permit without the specific approval of the Authority.

- D. The Vice Chairman shall assist the Chairman as directed by the Authority, and shall assume the duties of the Chairman in the Chairman's absence.
- E. The Secretary shall have custody of the official seal of the Authority and of all official records of the Authority, except financial records in the custody of the appointed Treasurer, and shall keep said records and seal in the Authority office or in a place designated by the Authority, and shall keep regular minutes of all meetings and records of all actions of the Authority.

The secretary, or designee shall attest to the execution of any action of the Authority as directed by the Authority. The Secretary shall provide reports as requested by the Authority

- F. The Treasurer shall maintain the financial records of the Authority in a manner prescribed by the Authority. The Treasurer shall make reports concerning the financial status of the Authority, and prepare accounts for payment at least once a month or as directed by the Authority. The Treasurer shall maintain a Public Officials bond, in an amount to be determined by the County Treasurer of Madison County, at the expense and with the approval of the Authority.

Section 1-111 Authority Member & Officers; Indemnification:

Each member of the Airport Authority Board and all officers of the Authority, now or hereafter serving as such, shall be indemnified by the Authority against any and all claims and liabilities to which such member or officer has or shall become subject by reason of serving or having served as such member or officer, or by reason of any action alleged to have been taken, omitted, or neglected by such member or officer; and the Authority shall reimburse each such person for all legal expenses reasonably incurred in connection with such claim or liability, provided however, that no such person shall be indemnified against, or be reimbursed for any expense incurred in connection with, any claim or liability arising out of such person's own willful misconduct. The amount paid to any member or officer by way of indemnification shall not exceed the indemnification amount to be reimbursed and such person's actual, reasonable, and necessary expenses incurred in connection with the matter involved. The right of indemnification provided by this section shall not be exclusive to any rights to which such member or officer may be otherwise entitled by law.

Section 1-112 Seal:

The Authority hereby ratifies and adopts as the official seal of the Authority, which may be used at any time without specific designation, a raised impression seal. This seal may be ink highlighted for photocopying purposes. A copy of the seal and an ink highlight of the seal are shown below.

RAISED IMPRESSION SEAL

INK HIGHLIGHT SEAL

Section 1-113 Schedule of Fees:

A permit issued by the Norfolk Airport Authority is required for all commercial operations on Karl Stefan Memorial Airport.

The following are the fees and rental rates set by the Norfolk Airport Authority:

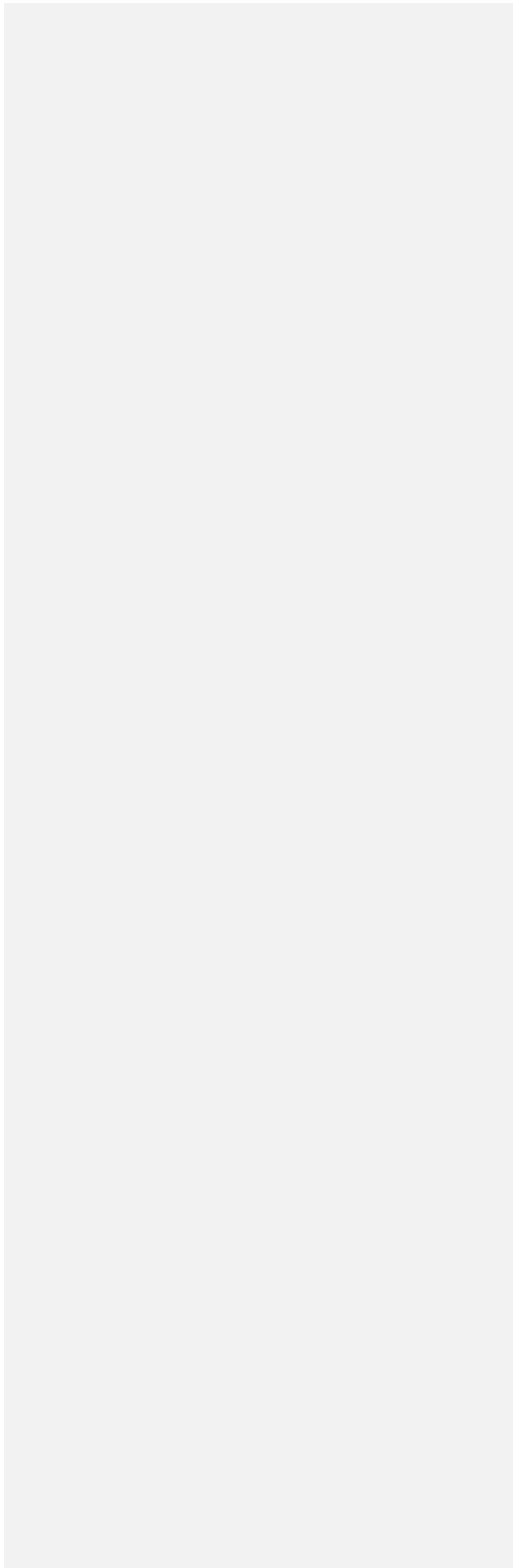
A. Fixed Base Operators Permits:

1. Full Service FBO permit \$275.00 per year. (To qualify as a full service FBO, operator must be able to provide all designated FBO services except Aerial Application).
2. Designated FBO service permits \$ 50.00 per year each. (for other than full service FBO's)
 - a. Aircraft sales – new and used
 - b. Fuel sales – all fuels
 - c. Airframe and power plant repair – major and minor (including parts sales)
 - d. Air Taxi/Charter – passengers and cargo
 - e. Aerial photography
 - f. Flight training
 - g. Aircraft rental
 - h. Aircraft storage
 - i. Power line and similar patrol
 - j. Aerial application (this includes all aerial application operations of any nature)

B. T-Hangar Rates:

Hanger rental rates are set by the Authority. Short term and specialized rates can be set by the Airport Manager. However, they need to be approved or adjusted by the Authority at the next scheduled meeting for rate changes.

- C. FBO Land Lease Rates: All tracts of land leased shall be at a rate per square foot per year. Rates shall be set by the Authority and will be subject to change at Authority discretion.
- D. Farm Leases: No set fee. Farm leases shall be negotiated with each prospective farm tenant.
- E. Miscellaneous Land Leases: No set fee. Miscellaneous land leases shall be negotiated with each prospective tenant.
- F. Terminal Building Leased Space:
 - 1. Ticket counter and office (requires Airport Facilities Lease). Rental rate will be set by the Authority at a regular scheduled meeting.
 - 2. Car Rental Booth Space: Rate will be set by the Authority.
 - 3. Advertising signs (each) \$ 50 per year.
- G. Miscellaneous Permits:
 - 1. Emergency Maintenance Permit \$ 30 each.
 - 2. Special Use Permits:
 - a. Issued for other than designated FBO services on a single event, Specific date and time basis \$ 10 each.
 - b. Issued for other than designated FBO services on an annual, unlimited basis \$ 50 each.



CHAPTER 2

VEHICLES

Section 2-101 Licensing and Registration:

- A. No person shall operate motorized equipment of any kind on the airport unless that person has in their possession a valid Motor Vehicle Operator's License issued by the licensing agency of the State they reside in.
- B. No person shall maintain or operate on the airport any motor vehicle, as related to the State Laws related to licensing of motor vehicles, unless such motor vehicle is duly licensed and displays license plates as required by law. Vehicles manufactured for the purpose of refueling other vehicles, which are used by any person who has a current, valid Fixed Base operator's permit issued by the Authority, said permit authorizing said person to sell fuel, are exempt from this requirement, as to that motor vehicle operation on the airport.

Section 2-102 Rules of Operation:

- A. No person shall operate a motor vehicle of any kind on the airport in a reckless or negligent manner or in excess of a reasonable rate of speed. No person shall operate a motor vehicle of any kind in excess of posted speed limits or in any area posted against operation of motor vehicles.
- B. Pedestrians and aircraft shall have right of way at all times over vehicular traffic. All vehicles shall pass to the rear of taxiing aircraft.
- C. No person under the influence of alcohol or narcotic drugs shall operate a motor vehicle or aircraft on the airport.

- D. No person shall park any aircraft, vehicle or other object within 250 feet of the centerline of any runway and within an area of 2000 feet long and 250 feet either side of an extended centerline from the end of any runway without the specific approval of the Airport Manager.
- E. No person shall operate any motor vehicle upon the runways, taxiways, or apron areas without first notifying and obtaining permission from the Airport Manager.
- F. No farm machinery, powered or drawn, shall be allowed on Karl Stefan Memorial Airport property at any time unless specific permission has been obtained from the Airport Manager in advance. The use and management of any farm machinery, powered or drawn, shall at all times be subject to the control of the Airport Manager.
- G. All of the provisions of the NEBRASKA RULES OF THE ROAD as presently exist in Revised Statutes of Nebraska 1943 Chapter 39, Article 6, and any future amendments thereto are specifically incorporated herein and made a part of these Bylaws, Rules, and Regulations. It is specifically intended and set forth that off road vehicles and machinery such as snowplows, refueling vehicles, hard surface brushing machinery and other off road vehicles shall not be subject to licensing requirements.

Section 2-103 Repair of Motor Vehicles:

No person shall clean or make any repairs to motor vehicles anywhere on the airport other than in designated shop areas, except those minor repairs necessary to remove such motor vehicles from the airport; nor shall any person move, interfere, or tamper with any motor vehicle, or put in motion any part thereof, or take, or use any motor vehicle part, instrument, or tool thereof, unless with the permission of the owner or satisfactory evidence of the right to do so duly presented to the Airport Manager.

Section 2-104 Parking:

- A. No person shall park a motor vehicle, for loading, unloading, or any other purpose, on the airport other than in areas specifically established for parking.
- B. No person shall abandon any motor vehicle on the airport.

Any motor vehicle parked on the airport more than 24 hours without the express written permission of the Airport Manager, except those vehicles parked in designated "Long Term Parking" areas, may be removed from the airport by the Airport Manager at the expense of the owner or user thereof or both. Any motor vehicle left in a "Long Term Parking" area more than 60 days without the express written permission of the Airport Manager may be removed from the airport by the Airport Manager at the expense of the owner or operator thereof or both.

- C. No motor vehicle shall be parked in any manner so as to obstruct any roadway, taxiway, or runway, nor in aircraft parking areas, nor on grass areas.
- D. No parking shall be allowed in T-hangar areas except for persons departing on aircraft hangared there, and such person's vehicles are parked inside the hangar where the aircraft

was stored, or adjacent to the hangar in such a manner so as to not obstruct adjoining hangars.

- E. The Airport Manager shall have the authority to tow or otherwise move motor vehicles which are parked on the airport in violation of the regulations of the airport, at the owner's or operator's expense and without liability for damage which may result in the course of such moving.
- F. The Airport Manager shall have a right under the terms of these Bylaws, Rules, and Regulations to install traffic control devices prohibiting parking at any site on airport property under Section 39-602 R.R.S. Nebr. 1987 (63) & (105). The NO PARKING signs shall be of the size and type authorized and used by the City of Norfolk, NE or other similar type signs.

Section 2-105 Courtesy Car:

The Airport Authority does sponsor a courtesy car. The Airport Manager and all Authority employees are discouraged from lending personal vehicles to airport visitors, though doing so is not prohibited. The Authority assumes no responsibility to the lender, the borrower, or any third party for any loss or damage occurring as a result thereof.

Section 2-106 Authority Owned Vehicles:

Authority owned vehicles shall be operated only by members of the Authority, the Airport Manager, employees of the Authority, or independent contractors of the Authority as authorized by the Airport Manager, for airport business; provided however, an airport authority courtesy car may be operated by general aviation pilots and passengers flying into Karl Stefan Memorial Airport for temporary use off the airport premises; provided however, that any such person shall have a valid motor vehicle operator's license issued by his or her state of origin.

CHAPTER 3
AIRCRAFT OPERATIONS

Section 3-101 Aeronautical Activities:

All aeronautical activities at this airport and all flying of aircraft departing from or arriving in the airspace above the airport shall be conducted in conformity with current or future pertinent regulations and directives of the Federal Aviation Administration, the Nebraska Department of Aeronautics, the Norfolk Airport Authority, and, to the extent applicable with orders issued by the Airport Manager.

Section 3-102 Registration:

All owners of aircraft based on the airport shall register their aircraft with the Airport Manager, on a form provided by the Airport Manager within 10 days from date aircraft is based on the airport. Any change in ownership will require a new registration.

Section 3-103 Accident Reports:

Persons involved in an aircraft accident or incident occurring on the airport shall make a full written report thereof to the Airport Manager as soon after the accident as possible, but in any case within 7 days of the accident. When a written report of an accident is required by the Federal Air Regulations or Safety Investigation Regulation of the National Transportation Safety Board, a copy of such report may be submitted to the Airport Manager in lieu of the report required.

Section 3-104 Refusal of Clearance and Airport Use:

The Airport Manager may delay or restrict any flight or other operations at the airport for any reason which he believes to be reasonable under the circumstances then existing. The Airport Manager may also prohibit in all or in any part the use of the airport for any purpose or by any person within the limits prescribed by: Federal, State, or local laws, rules and regulations, grant agreements, and any other contracts.

Section 3-105 Closing of Airport:

In the event the Airport Manager believes airport conditions to be unsafe for landing or takeoff, or public conveyance, it shall be within his authority to close the airport, or any portion thereof, and to notify the Federal Aviation Administration of such fact for the purpose of issuance of a Notice to Airmen (NOTAM) thereon.

Section 3-106 Disabled, Abandoned, Contraband Carrying or Illegally Parked Aircraft

- A. All disabled, abandoned, contraband carrying, or illegally parked aircraft and parts thereof so determined by the Airport Manager shall be removed from the disabled, abandoned, contraband carrying or illegally parked location of said aircraft on the airport by the Airport Manager or Airport Manager may, pursuant to his decision, allow the owner or a legally authorized representative of a governmental agency to move said aircraft to a site chosen by the Airport Manager on the airport or have the aircraft moved from the airport. In the event of an accident coming within the purvey of the Federal Air regulations of the Federal Aviation Administration or Safety Investigation regulations of the National Transportation Safety Board, then those authorized employees of said governmental agencies shall have the right to move said aircraft.
- B. If the Pilot in Command of, or the owner of, a disabled, abandoned, contraband carrying, or illegally parked aircraft refuses to move said aircraft forthwith after being so directed by the Airport Manager or an authorized employee of such federal agencies aforementioned in Section 3-106A, where applicable, said aircraft or part may be removed by the Airport Manager at the owner's or operator's expense or both, and without liability for damage which may result in the course of or after such removal.

Section 3-107 Repair and Construction of Aircraft:

No person shall repair or construct any aircraft, aircraft engine, propeller, or apparatus on any portion of the airport other than those areas specifically designated for such purpose by these Bylaws, Rules, and Regulations, except that:

- A. Minor adjustments may be made to an aircraft while said aircraft is parked on a loading apron in preparation for departure and where such adjustment is necessary to prevent a delayed departure of said aircraft and such adjustment is performed by a person qualified by the Federal Aviation Administration to perform such adjustment and said person is further

authorized to perform such adjustment in accordance with Section 9-104 of these Bylaws, Rules, and Regulations or where said person has obtained an Emergency Maintenance Permit from the Norfolk Airport Authority;

- B. Preventative maintenance, as described in FAR Part 43 app. A (c), may be performed on an aircraft in said aircraft's own leased hangar, subject to the provisions of these Bylaws, Rules, and Regulations, provided that the preventative maintenance is performed by the owner or operator of said aircraft and that said owner or operator is qualified by the Federal Aviation Administration to perform such preventive maintenance;
- C. An experimental aircraft, upon approval of the Federal Aviation Administration for initial flight testing, may be maintained in said aircraft's own leased hangar by the owner of said aircraft subject to the provisions of these Bylaws, Rules, and Regulations, provided that the owner of said aircraft is authorized by the Federal Aviation Administration to perform such maintenance.

Section 3-108 Engine Run-up:

No person shall start or run any aircraft engine in any hangar or other building on the airport, nor perform any run-up or prolonged engine test operation in any area on the airport other than designated run-up areas adjacent to the runways. Short test runs for making adjustments may be performed on the apron next to a designated aircraft repair shop provided the test run does not create a hazard or nuisance to other aircraft, persons or property.

Section 3-109 Parking Aircraft:

No person shall park or cause to be parked any aircraft in any area other than that prescribed by the Airport manager. In no case shall any general aviation aircraft park or be parked in the area used by the scheduled air carriers, that area being the apron south of the double yellow line on the west side of the terminal building.

Section 3-110 Demonstration and Banner towing:

No experimental flight or ground demonstrations shall be conducted on the airport without the express approval of the Airport Manager. No person shall conduct banner towing operations on the airport without first obtaining permission from the Airport Manager, or if the banner towing is a commercial operation as defined in these Bylaws, Rules, and Regulations, and said person has first obtained from the Norfolk Airport Authority a permit to conduct banner towing operations.

Section 3-111 Ultra Light Aircraft Operations:

No person shall operate an ultralight aircraft on the airport, including take offs and landings, without written approval of the Airport Manager when the control zone is in effect. No person

shall operate an Ultralight aircraft with written approval unless the operation is conducted in accordance with Federal Aviation Regulation Part 103.

Section 3-112 Property Damage:

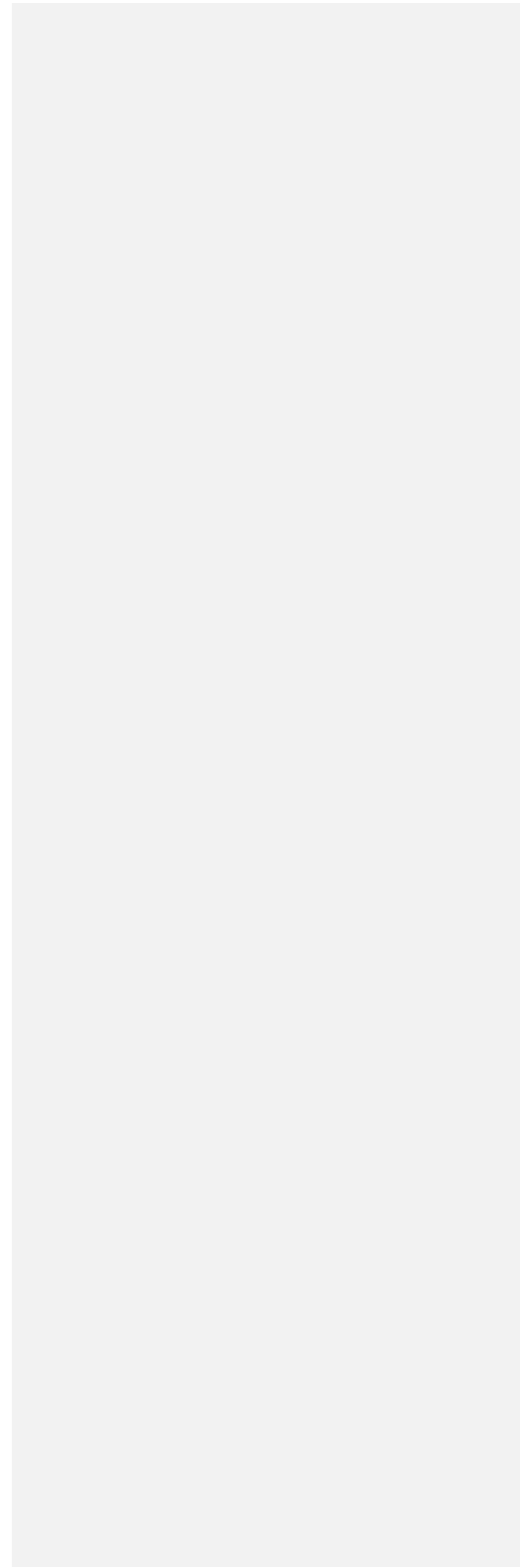
Any person damaging or destroying, by operation of an aircraft or otherwise, any property owned, leased, or operated by the Authority, shall report such damage to the Airport Manager's office immediately and shall be fully responsible for any costs required to repair or replace the damaged property of the Authority.

Section 3-113 Starting Aircraft:

No person shall start or run, or cause to be started or run, any engine in any aircraft unless a competent, qualified person is in the aircraft attending to the engine controls, except that a competent, qualified person starting an aircraft which has no electric starting system may do so without being in the aircraft, provided the aircraft is not left unattended once the engine is running. No person shall start or run any aircraft engine in any hangar or other building on airport property.

Section 3-114 Take Off and Landing:

No person may take off or land on any area of the airport other than the designated runways except that rotorcraft may operate from designated heliport areas or at such other place as specifically authorized by the Airport Manager.



CHAPTER 4
FUELING AND FLAMMABLES

Section 4-101 Cleaning of Aircraft:

No person shall use flammable volatile liquids having flash point of less than 110 degrees Fahrenheit in the cleaning of aircraft, aircraft engines, propellers, accessories, or for any other purpose, unless such operations are conducted in open air or in a room specifically set aside for that purpose, which room must be properly fireproofed, ventilated, and equipped with adequate and readily accessible fire extinguishing apparatus, as determined by the State Fire Marshall's office. All rules and regulations from the EPA and DEC concerning use of cleaning liquids used in the above described operations must be adhered to by the person conducting such operations.

Section 4-102 Storage:

- A. No person shall keep or store any flammable liquids, gases, signal flares or other similar material, in any hangar or other building on the airport; PROVIDED that such materials may be kept in an aircraft for such purpose, or in rooms or areas specifically approved for storage of such materials as determined by the State Fire Marshall's office, and approved by the Airport Manager.
- B. Lessees shall provide suitable receptacles with covers for the storage of waste, rags, and other rubbish. All used waste and rags or other rubbish shall be removed by the lessee at least once each week. Lessee may contract with other agencies or persons for removal of this material, but under no circumstances shall the Airport Authority be responsible for the removal of such materials.

Section 4-103 Doping:

No person shall conduct the aircraft recovering process commonly known as “doping” in any T-hangar or other building on the airport except that “doping” may be conducted in a building which is specifically approved for such operation as determined by the State Fire Marshall’s office, furthermore subject to the provisions of regulation Section 3-107.

Section 4-104 Fueling Operations:

All fueling operations on this airport are subject to the following regulations:

- A. No aircraft shall be fueled or defueled while the engine is running or being warmed by application of exterior heat, or while such aircraft is in a hangar or enclosed space except that designated Lifeguard or similar emergency rotorcraft may be fueled with the engine running provided that the person conducting the fueling operation has received training in the fueling of running aircraft as provided by the operator of the aircraft being fueled.
- B. No person shall smoke within 100 feet of an aircraft being fueled or defueled.
- C. No person shall operate any radio transmitter or receiver or switch electrical appliances on or off in an aircraft during fueling or defueling operations.
- D. No person shall use any material during fueling or defueling operations which is likely to cause a spark or be a source of ignition.
- E. Adequate fire extinguishers shall be within easy reach of all persons engaged in fueling or defueling of aircraft.
- F. No person shall start the engine of any aircraft when there is any gasoline or other flammable liquid on the ground under such aircraft.

Section 4-105 Storage of Fuel:

No person shall store fuel of any kind in any amount on the airport except in approved; 1. Storage systems. 2. Refueling vehicles. 3. Containers. No person shall store fuel of any kind in any T-hangar or other building on the airport except that fuel may be kept in the fuel tanks of aircraft stored in such -hangar or other building.

Section 4-106 Other Regulations:

All regulations of the Norfolk Fire Department, the State Fire Marshall and the National Board of Fire Underwriters shall be adhered to with regard to all aspects of fueling and handling of flammables.

Section 4-107 Liquid Disposal:

No person shall dispose of any fuels, oils, paints, dopes, solvents or acids in any drains, basins, ditches or elsewhere on the airport.

CHAPTER 5
PUBLIC AND TENANT USAGE

Section 5-101 Disorderly Conduct:

No person shall be or become intoxicated or drunk, be or come under the influence of any drug not prescribed by a licensed doctor for that person, commit any disorderly, obscene or indecent act, or commit any act of nuisance, nor conduct or engage in any games of chance on the airport.

Section 5-102 Preservation of Property:

No person shall steal, convert to that person's own use, destroy, injure, deface or disturb in any way, any buildings, sign, equipment, marker, or other structure, tree, flower, lawn, or other property belonging to the Airport Authority or the City of Norfolk. No person shall alter, make additions to, or erect any building, sign, or other structure nor make any excavation on the airport without the express written permission of the Airport Authority. No person shall damage, destroy, alter, or otherwise change or remove any property belonging to another party and located on the airport unless satisfactory authorization to do so is duly presented to the Airport Manager.

Section 5-103 Weapons, Explosives, and Pyrotechnics:

No person except peace officers, duly authorized Post Office, or airport, or air carrier employees or members of the United States Armed Services on official duty shall carry any loaded weapons, explosives, or pyrotechnics on the airport except unloaded sporting guns carried in approved cases for shipment on aircraft.

Section 5-104 Leased Hangars:

Authority retains the right to reenter leased premises, from time to time, without further notice, to monitor compliance with the lease agreement and for emergency purposes related to safety, security, and operation and maintenance of the airport facility. A master key for each lock shall be kept by the airport manager on behalf of the Authority.

Section 5-105 Interference with Airport Manager:

No person shall obstruct, prevent or in any way interfere with the Airport Manager in the performance of the Airport Managers duties PROVIDED that such performance is within the scope of his duties as Airport Manager.

Section 5-106 Interfering or Tampering with Aircraft:

No person shall interfere or tamper with any aircraft or put in motion the engine of such aircraft, or use any aircraft, aircraft parts, instruments, tools, or accessories without permission of the owner thereof or by specific direction of the Airport Manager.

Section 5-107 Restricted Areas:

No person shall enter upon any runway, taxiway, or apron, aircraft movement area or other areas designated as restricted, except persons assigned to duties therein, persons authorized by the Airport Manager, passengers under the supervision of an air carrier agent or pilot of the aircraft being boarded or deplaned, and pilots and crew of aircraft located on the apron areas.

Section 5-108 Restricted Area – Ag Applicators Ramp:

No person shall enter the restricted area known as Tract J., Ag Applicators ramp. Tract “J” is anything west of the fence on the west side of hangars. It doesn’t matter if the gates are closed or open. The area inside the hangars are also restricted. Non-employees need to be escorted.

Section 5-109 Use of Roads, Walks, and Ways:

- A. No person shall travel on any part of the airport other than on roads, walks, or ways provided for the particular class of traffic, unless authorized in writing by the Airport Manager.
- B. No person shall occupy the roads, walks, or ways in such a manner as to hinder or obstruct their proper use.

Section 5-110 Loitering and refusal to Comply:

No person shall loiter or loaf on any part of the airport or in any building on the airport; nor shall any person come upon or use the airport, except while traveling through as a passenger on an interstate bus or taxicab or while enplaning or deplaning as a passenger on an aircraft operating

on the airport, after such a person has been denied the use of the airport by the Airport Manager. An person or persons who shall refuse to comply with these applicable rules and regulations, after proper request to do so by the Airport Manger, shall be requested to leave the airport, and in the event of his or their failure to comply with a proper request to abide by the regulations of the Airport Authority shall be regarded a trespasser.

Section 5-111 Use of shops and leased space:

All shops, hangars, equipment, and facilities, including the land on which any shops, hangars, equipment, and facilities may be located, except those T-hangars leased solely for the purpose of storing aircraft, are expressly leased to the owner or lessee for the conduct of the owner's or lessee's business and operations, said business or operations as authorized by written agreement with the Norfolk Airport Authority. No person other than the owner or lessee or their employees shall make use of these facilities. No person shall loiter around such premises without the specific permission of the owner or lessee.

Section 5-112 Conduct of Commercial Operations:

- A. No person shall engage in any business or commercial operation of any nature whatsoever, including advertising, on the airport unless and until such person obtains a permit from the Airport Authority to conduct such business or commercial operation under the terms and conditions the Authority may prescribe.
- B. No person shall solicit business, fares, alms, or funds for any purpose, on the airport, without the written permission of the Airport Manager or the Norfolk Airport Authority.

Section 5-113 Open Flame Operations:

No person shall conduct any open-flame operations in any hangar, building, facility, or any other place on the airport unless specifically authorized in writing by the Airport Manager

Section 5-114 Smoking:

No person shall smoke on the airport aprons, in any hangar or shop, service station area, gasoline storage areas, refueling vehicles, or in any building, room or other place on the airport where smoking is specifically prohibited. No person shall smoke within 100 feet of any fueling or defueling operation.

Section 5-115 Trash containers:

No person shall keep uncovered trash containers in any area on the airport. No person shall use any vehicle for hauling trash, dirt, or any other materials, on the airport, unless such vehicle is constructed so as to prevent the contents thereof from blowing, dropping, sifting, leaking, or otherwise escaping therefrom. Areas to be used for trash or garbage containers shall be

designated by the Airport Manager and no other areas shall be used. Such designated areas shall be kept clean and sanitary at all times by the person or persons who use the areas.

Section 5-116 Floor and Ramp care:

All lessees or tenants on the airport shall keep the floors of the hangars, hangar areas, aprons, and ramp areas, leased by them respectively, or used in their operations, clean and clear of oil, grease, and other materials or stains, except as may be provided to the contrary in any specific leases or contracts.

Section 5-117 Storage of Equipment; T-Hangars:

No person shall, on the airport, store or stack any material or equipment in such a manner as to constitute a hazard to persons or property. No tenant or other person shall use any T-hangar for any commercial purpose or activity of any kind, unless specifically authorized by written contract with the Airport Authority to do so. No person shall store anything other than such persons own personal property in any T-hangar leased by such person from the Authority except that such person may store aircraft which are leased or rented to that person.

Section 5-118 Equipment in Apron Areas:

All ramp equipment shall be parked or kept in a neat and orderly manner. No receptacles, chests, cases, housings, or other items shall remain on the apron or the ramp areas that do not fit in with the general architecture and cleanliness standards of the rest of the installation. Final approval of such items rests with the Airport Manager.

Section 5-119 Maintenance:

All tenants shall maintain their leased property in such condition of repair, cleanliness, and general maintenance as shall be acceptable to the Airport Authority and in accordance with their individual lease agreements.

Section 5-120 Fire Fighting Equipment:

All commercial operators shall supply and maintain such adequate and readily available fire extinguishers as approved by Fire Underwriters for the particular hazard involved.

Section 5-121 Damages:

Tenants, lessees, grantees, and others who may be on airport property shall be fully responsible for all damages to buildings, equipment and real property and appurtenances in the ownership or custody of the Airport Authority, its tenants, or others, caused by negligence, abuse,

carelessness, or willful misconduct on the part of themselves, their employees, agents, customers, visitors, suppliers, or persons with whom they may do business, or whom they may cause to come upon airport property.

Section 5-122 Hunting and Discharge of Firearms:

No person shall hunt or discharge any firearm on airport property except as may be authorized by the Airport Authority or Airport Manager for the elimination of nuisance animals or pests, except that any and all peace officers are exempt from this section, as necessary, in the performance of their duties as peace officers.

Section 5-123 Use of other law Enforcement Agencies:

The Norfolk Police Department and/or the Madison County Sheriff's Department may be called upon by the Airport Authority, Airport Manager or by an employee of the Authority for assistance and action as may be deemed necessary.

Section 5-124 Unicom Radio:

The Unicom radio license for Karl Stefan Memorial Airport is issued to the Norfolk Airport Authority by the Federal Communications Commission, on an assigned frequency of 122.7 MHz. The Authority may, at its discretion, assign the operation of the Unicom to a Fixed Base Operator PROVIDED that the Fixed Base Operator shall operate the radio in such a manner as to provide the desired radio service daily. Such Fixed Base Operator shall maintain a valid, written FBO Permit with the Authority. Operational control of the Unicom radio shall remain with the Authority, who may operate the Unicom radio at any time without regard to such assignment of operation to a Fixed Base Operator.

Section 5-125 Personal Property Tax Assessment:

All owners of aircraft hangared or otherwise based at this airport shall report as required by state law annually to the Madison County Assessor as to the right where said aircraft is based for personal property tax purposes. Upon inquiry by the Madison County Assessor or a duly authorized employee of that office, the Airport Manager shall be authorized to furnish any leases or other documents relative to any aircraft hangared or parked on this airport to said authorized inquiring person and grant said authorized person access to any hangar for the purpose of observing or making notes relative to said observation of any aircraft in any hangar.

Section 5-126 Livestock:

No livestock shall be allowed on Karl Stefan Memorial Airport property without the written consent of the Airport Manager or a written farm lease between the tenant and the Norfolk Airport Authority which lease includes livestock operations and then in no instance except for

transportation by truck or airplane, of livestock shall said livestock be allowed on any runway, taxiway, apron or other restricted areas of the airport. All livestock, when authorized on airport property for grazing, feeding, or holding purposes, must be contained within a fenced area, said fencing to be constructed and maintained at all times to contain said livestock pursuant, to authorization by the Airport Manager. That the livestock, except for transportation purposes as heretofore provided, shall, while on airport property, be restricted to farming operations areas as depicted on the Karl Stefan Memorial Airport official Airport Layout Plan. The terms and conditions of a tenant having livestock on airport property must be specifically set forth in the tenant's lease with the Norfolk Airport Authority.

CHAPTER 6

CONTRACTUAL TERMS OF PUBLIC OPERATIONS

Section 6-101 Terms - Non-Discrimination:

All leases licenses, permits, and agreements between the Authority and any person, firm, or corporation who deals with the public shall be deemed to include the following provisions:

- A. The (licensee, lessee, permittee, etc. as appropriate) for themselves, their heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provisions of similar services or benefits, the (licensee, lessee, permittee, etc.) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.
- B. The (licensee, lessee, permittee, etc., as appropriate) for themselves, their heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, do hereby covenant and agree as a covenant running with the land: (1) no person on the grounds of race, color, religion, national origin, or sex, shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the grounds of race, color, religion, national origin, or sex, shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

- C. The (licensee, lessee, permittee, etc., as appropriate) assures that it will undertake an affirmative action program as required by 14 CFR Part 152, Subpart E, to insure that no person shall, on the grounds of race, creed, color, religion, national origin, or sex, be excluded from participating in any employment activities covered in 14 CFR Part 152, Subpart E. The (licensee, lessee, permittee, etc. as appropriate) assures that no person shall be excluded on these grounds from participating in or receiving the services or benefits of any program or activity covered by this subpart. The (licensee, lessee, permittee, etc., as appropriate) assures that it will require that its covered suborganizations provide assurances to the (licensee, lessee, permittee, etc., as appropriate) that they similarly will undertake affirmative action programs and that they will require assurances from their suborganizations, as required by 14 CFR Part 152, Subpart E, to the same effect.

Section 6-102 Terms-Aeronautical Services:

All leases, licenses, permits, and agreements between the Authority and any person, firm, or corporation who provides aeronautical services to the public shall be deemed to include the following provisions:

- A. It is understood and agreed that nothing herein contained shall be construed to grant or authorize the granting of an exclusive right within the meaning of Section 308 of the Federal Aviation Act of 1958.
- B. (Licensee, lessee, permittee, etc., as appropriate) agrees to furnish service on a fair, equal , and not unjustly discriminatory basis to all users thereof, and to charge fair, reasonable, and not unjustly discriminatory prices for each unit of service; PROVIDED that (licensee, lessee, permittee, etc., as appropriate) may make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

CHAPTER 7
GENERAL CONTRACTUAL TERMS

All leases, licenses, permits, and agreements between the Authority and any person, firm, or corporation shall be deemed to include the following provisions when incorporated therein by reference:

- A. The Authority reserves the right (but shall not be obligated to licensee or lessee) to maintain and keep in repair the landing area of the airport, and all publicly owned facilities of the airport, together with the right to direct and control all activities of the licensee or lessee in this regard.
- B. The Authority reserves the right further to develop or improve the landing area and all publicly-owned air navigation facilities of the airport as it sees fit regardless of the desires or views of licensees or lessees, and without interference or hindrance.
- C. The Authority reserves the right to take any action it considers necessary to protect the aerial approaches of the airport against obstruction, together with the right to prevent licensee or lessee from erecting, or permitting to be erected, any building, or other structure on the airport which, in the opinion of the Authority, would limit the usefulness of the airport or constitute a hazard to aircraft.
- D. During time of war or other national emergency the Authority shall have the right to enter into an agreement with the Unites States Government for military or naval use of part or all of the landing area, the publicly owned air navigation facilities and/or other areas or facilities of the airport. If any such agreement is executed, the provisions of any agreement with the Authority, insofar as they are inconsistent with the provisions of the agreement with the Government, shall be suspended.

- E. It is understood and agreed that the rights granted by any agreement will not be exercised in such a way as to interfere with or adversely affect the use, operation, maintenance, or development of the airport.
- F. There is hereby reserved to the authority, its successors and assigns, for the use and benefit of the public, a free and unrestricted right of flight for the passage of aircraft in the airspace above the surface of the premises conveyed by any lease or other agreement, together with the right to cause in said airspace such noise as may be inherent in the operation of aircraft, now known or hereafter used for navigation of or flight in the air, using said airspace or landing at, taking off from, or operating on or about the airport.
- G. The terms of any lease or agreement shall become subordinate to provisions if any existing or future agreement between the Authority and the United States of America or any agency thereof relative to the operation, development, or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds for the development of the airport.

CHAPTER 8

AERIAL SPRAYING, CROP DUSTING & FERTILIZING

Section 8-101 Aerial Spraying Contractual Terms:

No person shall conduct any aerial spraying, crop dusting, fertilizing, or other aerial application operation on or from the airport unless and until a permit to do so is issued by the Authority.

All leases, licenses, permits, and agreements between the Authority and any person, firm, or corporation (hereinafter called Licensee or Lessee) engaging in the business of aerial spraying, crop dusting, or fertilizing shall be deemed to include the following provisions when incorporated therein by reference:

- A. The following rules, regulations, and procedures shall be strictly adhered to during the use of and operation on the aerial applicators apron, known as TRACT J, which shall be the ONLY area of the airport approved for the loading and unloading operations of aerial applicators.
- B. Licensee shall use the aerial applicators apron while charging or discharging chemicals on, to, or from an application aircraft, or the washing of same. The valve controlling chemical or water flow from the applicators apron shall be operated so that the valve to the drainage ditch shall be closed. Any chemical spillage shall be washed from the apron surface and removed by the Licensee as soon as possible, but in any case before the Licensee leaves the apron.
- C. The water supply hoses shall be used only for the chemical mixing and washing of aircraft while on the apron and washing of apron after use. All necessary safety precautions shall be followed in handling and storing the hose. The Licensee shall maintain a sign adjacent to each hydrant indicating "Water not fit for human consumption-POISON!" or similar notice.

- D. Licensee shall be required to furnish the Authority with proof of a current Nebraska Aerial Pesticide Applicators Certificate to assure that proper training in the handling of chemicals has been received, and will be applied when operating on and in the vicinity of the airport. All persons handling chemicals will do so in accordance with label instructions. Licensee shall further provide the Norfolk Airport Authority with a certificate of insurance to cover the Licensee's operations as respects the use of Karl Stefan Memorial Airport, with a combined single limit bodily injury and property damage coverage of not less than \$300,000, and shall name the Norfolk Airport Authority and the City of Norfolk, NE as additional named insureds on such policy.
- E. During those times when the aerial applicators apron is not being used for loading or unloading or washing of application aircraft, the valves shall be positioned so that any precipitation on the apron will drain directly into the adjacent open drainage course. The valve shall be positioned at the end of each days operations.

Chapter 9

FIXED BASE OPERATORS REQUIREMENTS

Section 9-101 Services Required:

The Norfolk Airport Authority desires one or more fixed base operators capable of providing any one or more of the following services.

- A. Aircraft sales
- B. Fuel Sales
- C. Airframe and powerplant repair
- D. Air Taxi Service
- E. Aerial photography
- F. Flight training
- G. Aircraft rental
- H. Aircraft storage
- I. Powerline and similar patrol
- J. Aerial application (including aerial application of agricultural pesticides, insecticides, fertilizers, etc.)

The services may be provided by one individual or by a combination of individuals, as the fixed base operator may determine. The fixed base operator may provide multiple services using the same aircraft by supplying aircraft meeting requirements for more than one category of service. Services not specified may be provided at the option of the fixed base operator.

Section 9-102 Terms:

All services shall be provided under a written contract, known as an FBO permit, for an initial period commencing with the date of permit execution until December 31 of the year in which the FBO permit is first written, with subsequent renewals on an annual basis, from January 1 through December 31.

The contract will provide that all services be provided on a competitively priced basis, reasonably compared to other fixed base operations of similar size, in Nebraska. The fees charged to any fixed base operator shall be determined by the Authority on a non-discriminatory basis, considering the available facilities for such operations. When such operations would require construction of additional facilities, the Authority shall require the fixed base operator to pay for the cost of such construction, which construction shall be subject to approval by the Authority, in writing, prior to the start of such construction.

Section 9-103 Basic Requirements:

The Authority requires a basic insurance coverage of:

- A. Comprehensive Personal Injury and Property Damage Liability:
 - \$100,000 per person
 - \$300,000 per occurrence;
- B. Aircraft Liability, including Bodily Injury, Property Damage, and Passenger Liability:
 - \$100,000 per person
 - \$300,000 per occurrence;
- C. Student and Renter pilot coverage (if aircraft rental and/or flight training is provided):
 - \$100,000 per person
 - \$300,000 per occurrence;
- D. Hangarkeepers Liability (if space is rented to others for storage of aircraft):
 - \$ 20,000 per aircraft
 - \$100,000 per occurrence;

Certificates evidencing insurance coverage shall be supplied to the Authority annually, prior to the commencement of each annual FBO permit being granted and all policies shall contain a clause requiring notice to the Authority before cancellation or non-renewal of at least ten (10) working days. All policies shall name the Norfolk Airport Authority and the City of Norfolk as additional named insureds. The policies provided may include activities at another location, and may provide separate limits, so long as the coverage provided is equivalent to that required above.

The Authority requires a full fixed base operator to provide sufficient office and hangar space to accommodate the services provided. At a minimum, one office room and hangar space for at least one aircraft, located on the airport, shall be provided.

The Authority requires a full fixed base operator to provide a business telephone installed utilizing a Norfolk exchange number in the business office of the fixed base operator, to be attended during regular business hours (8 AM to 5 PM) daily, except that FBO's who do not provide charter, aircraft rental, or aircraft maintenance need not attend their business phones during weekends or holidays.

Section 9-104 Special Requirements – A & P Repair:

Fixed base operators who are authorized by permit with the Authority to provide airframe and powerplant repair shall provide at least one person holding current FAA certificates with ratings and authorizations appropriate for the work being performed.

The fixed base operator shall supply sufficient equipment, supplies, and availability of parts to perform maintenance in accordance with manufacturers recommendations or equivalent. Inventories of parts and supplies may be consolidated with activities at another location, so long as basic supplies are available within 24 hours.

The fixed base operator shall assure that service is available locally from 8 AM to 5 PM Monday through Friday, with on call service available on weekends. Holiday service need not be provided.

Section 9-105 Special Requirements – Air Taxi:

The fixed base operator shall be appropriately authorized by the FAA to conduct air taxi operations in accordance with FAR Part 135.

The fixed base operator shall provide at least one FAA certified commercial pilot who is appropriately rated to conduct air taxi service in accordance with FAR Part 135.

The fixed base operator shall own or have exclusively leased to him in writing at least one four-place aircraft meeting all the requirements of the Air-Taxi/Commercial operators certificate he is required to hold in accordance with FAR Part 135.

The fixed base operator shall be prepared to provide air taxi service on demand, with reasonable time allowed for departure preparation.

Section 9-106 Special Requirements – Flight Training:

The fixed base operator shall provide at least one person properly certified by the FAA as a flight instructor who is authorized to give the types of instruction offered.

The fixed base operator shall own or have leased to him in writing at least one properly certified aircraft equipped for flight instruction. The aircraft shall be available for solo as well as dual flight instruction.

The fixed base operator shall assure flight training is locally available daily at least during business hours of 8 AM to 5 PM, including weekends.

Section 9-107 Special Requirements – Other operations:

The fixed base operator shall not provide any service for which he is not qualified by the appropriate agency, or for which he is not properly equipped to handle. No person shall provide any service which is not specifically authorized by written agreement with the Authority.

Chapter 10

AIR CARRIER OPERATIONS

Section 10-101 Air Carrier Operations:

The Norfolk Airport Authority desires to obtain the services of one or more scheduled air carriers for the transportation of passengers and cargo to destinations as may be determined by several factors including but not limited to, community needs, air carrier studies, and industry trends.

Scheduled air carriers operating on the airport shall do so under the provisions of a written agreement between the Authority and the scheduled air carrier, which agreement will include the use of these rules and regulations. The written agreement will be for an initial period of time commencing with the execution of the written agreement until December 31st of the year the agreement is first written. Additional agreements will be for a one year period from January 1st through December 31st.

The fees charged to any scheduled air carrier shall be determined by the Authority on a non-discriminatory basis, considering the available facilities for such operations. When such operations would require construction of additional facilities, the Authority shall require the scheduled air carrier to pay for the cost of such construction, which construction shall be subject to approval by the Authority, in writing, prior to the start of such construction.

The scheduled air carrier shall provide all necessary equipment, personnel, and supplies to conduct their operations to include the training of staff on operations conducted on the airport.

The Authority requires a basic insurance coverage of:

Combined single limit bodily injury and Property Damage including passengers:

- \$ 20,000,000 each occurrence

The Norfolk Airport Authority and the City of Norfolk, NE shall be named as additional insureds with respect to liability arising out of operations conducted by the named insured at Karl Stefan Memorial Airport, in the amount:

Combined single limit bodily injury and Property Damage including passengers:

- \$ 1,000,000 each occurrence

This amount may be a part of, and not an addition to, the limit of liability of the air carrier's policy, and all policies shall contain a clause requiring notice to the Authority of intent to cancel or not renew such policies, at least ten (10) working days prior to such cancellation or non-renewal.

CHAPTER 11

FARMING OPERATIONS

Section 11-101 General Information:

The general description of the airport property is as follows:

945.25 acres of real estate located in Madison County, Nebraska.

- a. S $\frac{1}{2}$ 4-24-1
- b. E $\frac{1}{2}$ 9-23-1
- c. E $\frac{1}{2}$ W $\frac{1}{2}$ 9-23-1
- d. E $\frac{1}{4}$ NW $\frac{1}{4}$ 16-23-1
- e. E $\frac{1}{2}$ W $\frac{1}{2}$ NW $\frac{1}{4}$ 16-23-1
- f. Parcel NW $\frac{1}{4}$ SW $\frac{1}{4}$ (125 acres)
- g. All of the South $\frac{1}{2}$ section 5-23-1. East of the Union Pacific railroad right of way.
- h. SE corner of SW $\frac{1}{4}$ SW $\frac{1}{4}$ section 9-23-1 inclusive of NE corner of NW $\frac{1}{4}$ NW $\frac{1}{4}$ section 9-23-1
- i. Lots, 1, 2, 3 and 4, Murphy's Addition in the South Half of the Northwest Quarter (S $\frac{1}{2}$ NW $\frac{1}{4}$) of Section 16, Township 23 North, Range 1 West of the 6th P.M., in Madison County, Nebraska.

All West of the 6th P.M. Madison County, Nebraska.

The Airport Manager under the direction of the Airport Authority, will oversee all the farming, haying and grazing operations on the airport.

Under no circumstances shall a farm tenant obligate Authority funds for any purpose, and Authority assumes no liability for same.

Tenant shall yield possession of the premises to the Authority at the expiration of any lease without further notice.

The Authority shall not approve any farm agreement that does not provide for at least the following insurance:

- a. Workers Compensation insurance in compliance with the laws of the State of Nebraska.
- b. Comprehensive General Liability insurance with respect to the tenants use and occupancy of the premises and all operations incidental thereto, with limits of not less than \$ 300,000 for bodily injury liability each occurrence and \$ 100,000 for property damage liability each occurrence.
- c. The Norfolk Airport Authority and the City of Norfolk shall be named as additional names insureds under the Comprehensive General Liability policy, which shall contain the provision the Authority be notified of intent to cancel or not renew at least ten (10) working days prior to such cancellation or non-renewal.

CHAPTER 12

MISCELLANEOUS LAND LEASES

Section 12-101 General Information:

The Norfolk Airport Authority may, from time to time, issue written land leases to persons who may desire to conduct non-commercial activities on a specific portion of airport property. Commercial activities are not authorized by this type of land lease.

Section 12-102 Terms:

All leases granted by the Authority under this Chapter shall be under the terms of a written agreement, which shall include, but is not limited to, the following:

1. The lease period may be for any length of time authorized by the Authority, which period of time shall be specified in the lease agreement;
2. The provisions of these Bylaws, Rules, and Regulations shall be applicable to all lease agreements granted under this Chapter;
3. Tenant shall not disturb any of the premises land leased and no improvements are to be made to leased premises without written authorization of Authority, in advance, to do so;
4. Any premises leased under the provisions of this Chapter shall be subject to all proper aeronautical usage of said premises which may be performed thereon;

5. Failure to comply with any of the terms of any lease granted under this Chapter shall be grounds for immediate loss of use of leased premises, and failure to cure any default within 5 days of written notice by Authority of such default shall be grounds for cancellation of said lease;
6. Commercial operations are prohibited without the written approval of the authority.
7. Any other terms the Authority may prescribe.

Section 12-103 Other Provisions:

1. Under no circumstances shall any tenant obligate the credit or funds of the authority, and the Authority assumes no liability for same;
2. Tenant shall yield possession of the leased premises to the Authority at the expiration of any lease without further notice.

Section 12-104 Insurance:

The Authority shall not approve any land lease under this Chapter that does not provide for at least the following insurance coverage by tenant:

A comprehensive general liability policy with a \$ 300,000 aggregate and a \$ 300,000 per occurrence limit including a \$ 5000 medical coverage limit.

Year	Month	Jet A Gal	Jet \$	100LL Gal	100LL \$
2024	January	4438	\$18,443.00	776.27	\$4,278.74
2024	February	7580	\$32,000.07	2579.17	\$13,982.97
2024	March	13875	\$64,546.43	3210.48	\$17,420.95
2024	April	15780	\$74,799.77	3300.82	\$17,884.08
2024	May	14774	\$68,125.73	2627.94	\$14,212.27
2024	June	11245	\$49,770.03	3420.65	\$18,882.40
2024	July	12759	\$59,520.83	5327.1	\$29,767.31
2024	August	11322	\$51,351.20	3777.23	\$21,171.78
2024	September	15727	\$71,032.56	3497.84	\$19,631.05
2024	October	14419	\$64,182.83	2843.96	\$15,961.68
2024	November	11184	\$51,229.41	1874.86	\$10,485.19
2024	December	10052	\$43,453.27	1858.87	\$10,440.95
Total		143155	\$648,455.13	35095.19	\$194,119.37

Year	Month	Jet A Gal	Jet \$	100LL Gal	100LL \$	Jet A Dif Gal.	100LL Dif Gal
2025	January	9373	\$39,781.06	1947.41	10,929.17	4935	1171.14
2025	February	9627	\$41,496.02	1347.4	\$7,717.01	2047	-1231.77
2025	March	9066	\$39,786.17	1872.85	\$10,484.47	-4809	-1337.63
2025	April	12695	\$52,429.38	2592.89	\$14,564.41	-3085	-707.93
2025	May	7836.5	\$33,165.89	3482.18	\$19,719.28	-6937.5	854.24
2025	June	13454	\$55,291.40	2635.81	\$14,891.83	2209	-784.84
2025	July	9946.1	\$42,738.03	3690.53	\$20,893.09	-2812.9	-1636.57
2025	August	13046	\$54,751.39	4081.07	\$22,941.96	1724	303.84
2025	September	9623	\$41,067.50	2628.5	\$14,859.64	-6104	-869.34
2025	October	9234	\$39,376.77	3564.33	\$20,187.36	-5185	720.37
2025	November	7136	\$31,585.83	2208.25	\$12,529.34	-4048	333.39
2025	December	5694	\$26,046.86	1574.46	\$8,930.78	-4358	-284.41
Total		116731	\$497,516.30	31625.68	\$167,719.17	-26424.4	-3469.51