



HALL COUNTY AIRPORT AUTHORITY | MINUTES  
Regular Meeting | March 15, 2017

Pursuant to due call and notice thereof, a Regular Meeting of the Hall County Airport Authority (HCAA) Board was held at the Airport Authority Administration Conference Room located at 3855 Sky Park Road, Grand Island, Nebraska 68801 on March 15, 2017. Notice of Meeting was given in the *Grand Island Independent* on March 8, 2017. Board Chair Werner called the meeting to order at 8:02 a.m., and announced location of the Nebraska Open Meeting Act for public viewing.

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

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: Joe Cook

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, HR/Accounting Manager Annette Schimmer, Administrative Assistant Debra Potratz, Operations Manager Doug Brown and Facility Manager Steve Magnuson.

LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

OTHERS PRESENT: Jay Bleier from Benesch.

The Pledge of Allegiance was said in unison.

**REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:**

- Minutes from the Regular Meeting on February 15, 2017.
- Resolution 17-15: Claims 3219-3225.

*Motion by Setlik, second by Caldwell to approve the Consent Agenda. Upon roll call, motion was approved with a 4 Yes to 0 No vote.*

**DISCUSSION AND ACTION AGENDA:**

**FINANCIAL REPORTS | FEBRUARY 2017**

Report by HR/Accounting Manager Annette Schimmer. Schimmer stated the AIP 37/38 (Passenger Terminal project) has been closed out. Executive Director Olson stated next month Board will continue discussion on ACIP updates.

2 <sup>nd</sup> Month of 2 <sup>nd</sup> Quarter: 41.67%	Current Amount Feb 17	YTD Amount Oct 16 – Feb 17	Yearly Budget Amount	YTD %	Remaining Budget \$ Amt
Operating Income	\$103,914.20	\$482,267.60	\$1,326,913.00	36.35%	\$844,645.40
Operating Expenses	\$161,353.79	\$767,549.52	\$1,879,720.00	40.83%	\$1,112,170.48
<b>Total Operating Income/(Loss)</b>	<b>(\$57,439.59)</b>	<b>(\$285,281.92)</b>	<b>(\$552,807.00)</b>	<b>51.61%</b>	<b>(\$267,525.08)</b>
Tax Levy Bond	\$76,741.70	\$306,853.84	\$1,335,059.00	22.98%	\$1,028,205.16
Tax Levy General	\$20,385.32	\$71,235.72	\$267,322.00	26.65%	\$196,086.28
Tax Levy General Fund Designated for Air Service Development	\$9,376.32	\$47,973.37	\$250,000.00	19.19%	\$202,026.63

<b>Net Income/(Loss)</b>	\$140,022.09	(\$477,034.58)	(\$3,160,068.00)	15.10%	(\$2,583,033.42)
Past Dues Report as of Today: \$400.23 remains outstanding.					

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ACTIVITY REPORTS | FEBRUARY 2017  
GRI Air Traffic Operations Report by Executive Director Mike Olson.  
Central Nebraska Regional Airport

Itinerant Operations	Feb 2016	Feb 2017	% Change
Air Carrier	51	59	16
Air Taxi	225	224	-
Civil Aviation	467	511	9
Military	69	76	10
<b>Total OPS</b>	<b>812</b>	<b>870</b>	<b>7</b>

Local Operations

Civil	140	380	171
Military	18	50	178
<b>Total LCL</b>	<b>158</b>	<b>430</b>	<b>172</b>
<b>TOTAL TRF</b>	<b>970</b>	<b>1300</b>	<b>34</b>

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Enplanement Report by Executive Director Mike Olson. Olson stated enplanements are down due to the loss of the Allegiant Orlando flight and will continue to trend downwards for the next several months. On June 2<sup>nd</sup>, American Airlines will be utilizing the 65-seat aircraft and moving afternoon departure time up to 3:50 p.m.

	2017	2016	2016	49
	Feb	Load Factor %	Feb	+/- %
Allegiant	2675	92%	3542	-24
American	2363	75%	2168	9
Charters	125		121	3
Mo. Emp	5163		5831	-11
<b>Yr to Date</b>	<b>10026</b>		<b>11496</b>	<b>-13</b>

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Operations Report by Operations Manager Doug Brown.

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- Provided Security and Aircraft Rescue and Fire Fighting (ARFF) support for 31 Allegiant flights, daily American Airline flights and one charter.
- Conducting on-going ARFF/Security and Safety Training.
- Cleaning and organizing maintenance shop.
- Repaired motor on spreader hopper.
- Repaired transmission leak on AIR 65 (2008 Intl Dump Truck/Snow Plow).
- Installed master shut off switch on AIR 10 (1982 Intl Dump Truck/Snow Plow).
- Graded roads in industrial park.
- Provided snow and ice removal on runways, taxiways and ramp.
- Cleaning around and making repairs to perimeter fence line.
- Headed up Airport Auction on March 11<sup>th</sup>. Maintenance staff set up and provided security during auction.
- Provided general maintenance to equipment.
- Numerous other daily projects completed.

Building Report by Facility Manager Steve Magnuson:

- 68 • Received bids to install four additional security cameras on east side of terminal to observe ramp  
69 activity. Cameras will be installed next week.
- 70 • South overhead door to Bldg 100 #111 (Passenger Terminal Outbound Baggage) was damaged  
71 due to tug snagging door. Trego/Dugan Aviation will pay for repairs. Door has been out of  
72 service for four weeks. Parts have been ordered, but the extent of damage won't be known until  
73 repairs are made.
- 74 • Tilly's have started landscaping around Bldg 100 (Passenger Terminal).
- 75 • Stained wood benches and fencing around Bldg 100 (Passenger Terminal).
- 76 • Ventilation system repairs slated for Bldg 720 (Hulcher Services).
- 77 • Concrete repairs slated for Bldgs 851 & 855 (GroRite).
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79 Construction & Planning Report by Executive Director Mike Olson: Olson and Andrew W. Beil, PE, Vice  
80 President, Senior Project Manager from Benesch, went to the Federal Aviation Administration (FAA) and  
81 discussed the Joint Resealing & Panel Replacements on Concrete Surfaces Project as well as the issues  
82 with heaving concrete panels on Runway 13/31. The FAA has approved the additional work outlined in  
83 Amendment No. 1.

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85 Jay Bleier from Benesch stated upon approval of Amendment No. 1, they will investigate why the concrete  
86 panels are heaving on Runway 13/31. Once soil sample results are received, they will be able to come up  
87 with a permanent solution to address the issue and accomplish in the least intrusive way. Approximately  
88 12 concrete panels will need to be replaced.

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90 Runway 17/35 will need to be closed for extended periods of time throughout the project as there are a few  
91 concrete panels in the middle of the runway that need to be replaced. Airlines will be contacted regarding  
92 the timeframe the runway will be closed.

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94 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 17-16: DONATE ALL-AMERICAN CITY**  
95 **SIGN TO HALL COUNTY HISTORICAL SOCIETY.**

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97 *Motion by Setlik, seconded by Quandt to authorize the donation of the Airport's All-American City Sign to*  
98 *the Hall County Historical Society in Grand Island, NE. Sign will be donated in "AS-IS" condition as shown*  
99 *in Exhibit A. Upon roll call, motion was approved with a 4 Yes and 0 No vote.*

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101 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 17-17: AMERICAN AIRLINES PROPOSAL**  
102 **TO PROVIDE ESSENTIAL AIR SERVICE AT GRAND ISLAND, NE.**

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104 *Motion by Quandt, second by Caldwell being the Hall County Airport Authority Board makes the following*  
105 *recommendation to the Department of Transportation (DOT) for air service at the Central Nebraska*  
106 *Regional Airport under the EAS program: Air service with American Airlines to provide daily nonstop service*  
107 *from the Central Nebraska Regional Airport in Grand Island, NE (GRI) to Dallas/Fort Worth International*  
108 *Airport (DFW) in Dallas/Fort Worth, TX. American Airlines is requesting the flexibility to substitute use of a*  
109 *50-seat, 65-seat, or 76-seat regional jet aircraft, or equivalent aircraft onto the route when dictated by*  
110 *scheduling constraints. The term is a two-year period from July 1, 2017 through June 30, 2019. For Aircraft*  
111 *E145 50-seat, the Annual Subsidy Requirement is \$907,348.00. For Aircraft CRJ7 65-seat, the Annual*  
112 *Subsidy Requirement is \$1,256,439.00. For Aircraft CRJ9 76-seat, the Annual Subsidy Requirement is*  
113 *\$1,396,213.00. The Hall County Airport Authority agrees to waive the right to hold in American Airlines upon*  
114 *issuance of 120 days-notice to terminate service. Upon roll call, motion was approved with a 4 Yes to 0 No*  
115 *vote.*

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117 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 17-18: AMENDMENT NO. 1 TO ALFRED**  
118 **BENESCH & COMPANY CONSULTANT AGREEMENT FOR AIP 3-31-0034-39 JOINT RESEALING &**  
119 **PANEL REPLACEMENTS ON CONCRETE SURFACES (RUNWAYS/TAXIWAYS/RAMPS).**

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121 *Motion by Setlik, second by Quandt authorizing the Executive Director to execute Amendment No. 1 to the*  
122 *Alfred Benesch & Company Consultant Agreement, for AIP 3-31-0034-039 Joint Resealing & Panel*  
123 *Replacements on Concrete Surfaces (Taxiways/Runways/ Ramps) in the amount of \$19,785. This*

124 *Amendment addresses the heaving concrete panels on Runway 13/31 and adds additional Geotechnical*  
125 *Investigation & Design to incorporate: 1. Additional geotechnical investigation on Runway 13/31 to confirm*  
126 *that no existing granular base exists below the runway pavement and to further confirm the type of material*  
127 *directly below the pavement. 2. Design the complete removal and replacement of the existing pavement*  
128 *(with new aggregate base, subdrains, and concrete) near the Runway 13/31 numerals on crosswind*  
129 *Runway 13/31. 3. Formulate a new pavement strength rating for Runway 13/31 based on the findings of*  
130 *the geotechnical investigation and per the current aircraft fleet mix (data to be obtained from FAA's TFMSC,*  
131 *as well as the GRI ATCT). The Original Contract Sum was \$114,696.00. Amendment No. 1 added \$19,785*  
132 *(\$7,187 to the Design Phase and \$12,598 to the Geotechnical Investigation) for a Revised Contact Sum of*  
133 *\$134,481.00. Upon roll call, motion was approved with a 4 Yes to 0 No vote.*  
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135 EXECUTIVE DIRECTOR'S REPORT:

- 136 a) Legislative Update. Executive Director Olson stated LB 339, the merge of the Department of  
137 Aeronautics into the Department of Roads and forming a Department of Transportation, is in file  
138 waiting for final vote.

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140 Rep. Peter DeFazio (D-OR) and Rep. Thomas Massie (R-KY), introduced a bipartisan bill (H.R.  
141 1265) to eliminate the federal cap on Passenger Facility Charges.  
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143 President Trump has submitted a preliminary budget for 2018 that calls for a 11% cut in homeland  
144 security and Transportation Security Administration. This proposal would put the Law Enforcement  
145 Officer (LEO) reimbursement in jeopardy. The Contract Tower Program appears to be safe.  
146 According to FAA statistics, the towers in the FCT Program handle approximately 28% of all U.S.  
147 tower operations, but account for just 14% of FAA's overall budget allotted to air traffic control tower  
148 operations. Currently, 253 airports in 46 states participate in the program (237 in the fully funded  
149 program and 16 in the cost-share program). This airport participates in the cost-share program  
150 and we pay over \$78,000 a year for our portion. The Essential Air Service and the Contract Tower  
151 programs are subsidized by federal funds. Having Republicans in control could put these  
152 discretionary programs at risk.  
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154 With the concerns of insider threat and access of personnel, TSA requires each airport to have a  
155 security program that includes employee vetting and screening, and controlling access within the  
156 sterile area. At all the major airports TSA performs random screenings of airport/airline employees.  
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158 Scheduled to attend the Washington Legislative Conference in Washington, DC March 21<sup>st</sup> & 22<sup>nd</sup>  
159 and has appointments with Senator Fischer, Senator Sasse, and Congressman Adrian Smith.  
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- 161 b) Attended the Mead & Hunt Air Service Development Conference in Scottsdale, AZ March 6<sup>th</sup>-8<sup>th</sup>.  
162 Several major and regional airlines were in attendance and it was a good conference overall.  
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164 ANNOUNCEMENTS:

- 165 a) Next Board meeting will be held Thursday, April 13, 2017.  
166 b) There is a conflict with the April 29<sup>th</sup> date to install the Cornerstone for Bldg 100 (Passenger  
167 Terminal). Executive Director will inform Board once new date is confirmed.  
168 c) Hero Flight for Vietnam Veterans departs April 30<sup>th</sup> at 5:30 AM and returns May 2<sup>nd</sup> at 5:30 PM. A  
169 welcome home celebration is planned.  
170

171 EXECUTIVE SESSION:

172 *Motion by Quandt, second by Setlik to go into Executive Session to discuss airline, lease, and personnel*  
173 *negotiations. Upon roll call, motion was approved with a 4 Yes to 0 No vote, and Board went into Executive*  
174 *Session at 8:54 a.m.*  
175

176 *Motion by Quandt second by Setlik to come out of Executive Session with no decisions being made and*  
177 *reconvene to Regular Session. Upon roll call, motion was approved with a 4 Yes to 0 No vote, and Board*  
178 *came out of Executive Session and into Regular Session 9:30 a.m.*  
179

180 ADJOURNMENT:  
181 *Motion by Setlik, second by Caldwell to adjourn the meeting. Upon roll call, motion was approved with a 4*  
182 *Yes to 0 No vote, and meeting was adjourned at 9:31 a.m.*

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184 HALL COUNTY AIRPORT AUTHORITY

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188 Debra Potratz | Administrative Assistant

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192 Lynne Werner | Board Chair

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Ken Caldwell | Board Secretary/Treasurer

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194 (SIGNATURES ON FILE)