



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | August 15, 2018

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 August 15, 2018. Notice of Meeting was given in the *Grand Island Independent* on August 8, 2018. Board Chair Werner called the meeting to order at 8:03 a.m. and announced location of the Nebraska Open Meeting Act for public viewing.

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

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: Joe Cook, Michelle Setlik.

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

LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

OTHERS PRESENT: Zach Thompson – Trego-Dugan Aviation of Grand Island, Inc.

The Pledge of Allegiance was said in unison.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting on July 11, 2018.
- RESOLUTION 18-64: Claims 3332-3336.

Motion by Quandt, second Caldwell to approve the Consent Agenda. Upon roll call vote, motion was approved with 3 Yes: Caldwell, Werner, Quandt; 0 No; 2 Absent: Cook, Setlik.

DISCUSSION AND ACTION AGENDA:

FINANCIAL REPORT | July 2018

Presented by Accounting Manager Debbie Brunner.

1st Month of 4 th Qtr: 83.33%	Current Amount July 18	YTD Amount Oct 17 – July 18	Yearly Budget Amount	YTD %	Remaining Budget \$ Amt
Operating Income	\$126,985.81	\$1,338,147.03	\$1,449,894.00	92.29%	\$111,746.97
Operating Expenses	\$159,001.67	\$1,574,983.47	\$1,993,590.00	79.00%	\$418,606.53
Total Operating Income/(Loss)	(\$32,015.86)	(\$236,836.44)	(\$543,696.00)	43.56%	(\$306,859.56)
Tax Levy Bond	\$12,221.33	\$827,798.70	\$1,078,431.00	76.76%	\$250,632.30
Tax Levy General	\$2,640.68	\$200,323.81	\$267,322.00	74.94%	\$66,998.19
Tax Levy General Fund Designated for Air Service Development	\$3,221.35	\$183,584.96	\$250,000.00	73.43%	\$66,415.04
Net Income/(Loss)	(\$32,232.87)	(\$574,250.45)	(\$3,616,034.00)	15.88%	(\$2,941,783.55)

ACTIVITY REPORTS | July 2018

GRI Air Traffic Operations Report by Executive Director Mike Olson.

Itinerant Operations	Local Operations
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GRI	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	Overall Total TRF
July 2018	40	267	949	107	1,363	262	44	306	1,669
July 2017	92	161	883	74	1,210	415	14	429	1,639
% Change	-57%	66%	7%	45%	13%	-37%	214%	-29%	2%

43
44 Enplanement Report by Executive Director Mike Olson. From June 7th to August 20th American Airlines
45 scheduled a third additional daily flight on Sunday, Monday, Thursday and Friday adding four additional
46 flights per week. Starting August 21st American will use a 65-seat regional jet. September 9th through
47 October 1st American will again implement the third additional flight using the 65-seat regional jet on
48 Sunday, Monday, and Friday.

	Allegiant	American	Charters	Mo. Emp	Yr to Date
Load Factor	92%	76%			
Jul 2018	2,562	2,644	138	5,344	35,879
Jul 2017	2,689	2,725	0	5,414	38,972
+/- %	-5%	-3%	138%	-1%	-8%

50
51 Operations Report by Operations/Security Manager Doug Brown.

- 52 • Provided Security and Aircraft Rescue and Fire Fighting (ARFF) and DRO support for Allegiant
- 53 flights, daily American Airline flights and Charter.
- 54 • Monthly ARFF Drills and weekly training on Part 139 Training-Safety and Transportation Security
- 55 Administration procedures.
- 56 • Due to damage from high winds, repairs are being made to siding on Building 113 (Trego Dugan
- 57 Aviation) and roof on Building 2 (Trego Dugan Aviation).
- 58 • Electrical upgrades completed on Building 2 (Trego Dugan Aviation).
- 59 • Conducted maintenance checks and performed preventative maintenance on equipment, and
- 60 made repairs to AIR 56 (John Deere mower) and AIR 7 (1999 Ford Pickup F150).
- 61 • Filled ruts around runway lights and signs.
- 62 • Continuous Mowing and spaying for weeds.
- 63 • Assisted with Annual insurance audit conducted August 14th-15th. Briefing will be held this
- 64 afternoon.
- 65 • Preparing for Annual Federal Aviation Administration Part 139 inspection scheduled for September
- 66 12th & 13th.
- 67 • Numerous daily projects and repairs completed and scheduled.

68
69 Facility Report by Facility Manager Steve Magnuson.

- 70 • Facility Workers now have a designated cell phone for parking lot calls. This has helped reduce
- 71 the response time.
- 72 • Credit card readers on exit machines are now fully functional.
- 73 • Set up seating and PA for Adrian Smith visit.
- 74 • Completed roof repairs on Building 113 (Trego Dugan Aviation).
- 75 • Applied weed killer to grass in terminal and parking lots.
- 76 • Repaired security lock on TSA telecom room.
- 77 • Repaired fire escape door alarm in TSA queuing area.
- 78 • Painted striping in parking lots.
- 79 • Staff provide exit door security for every commercial departure.
- 80 • Conduct twice weekly parking lot surveys.
- 81 • Continue to provide maintenance and cleanliness of the terminal and parking lots.

82
83 Construction & Planning Report: Executive Director Olson reported progress is underway on the
84 Administration Building. Once framing is completed the insulation will be installed and building should be
85 enclosed by October 1st. Contractors had issues with placement of inlets on the north parking lot, footings
86 have been poured, and the rest of the parking lot will be poured next week. Parking lot will be painted once

87 concrete has cured and car rentals will be moved to that area. The Parking lot project should be completed
88 by mid-October. The runway project has been completed.
89

90 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 18-65: AWARD BID FOR PEDESTRIAN**
91 **CROSSING IMPROVEMENT PROJECT TO ENSLEY ELECTRICAL SERVICES.**
92

93 *Motion by Caldwell, seconded Quandt by authorizing the Executive Director to Award Bid for the Pedestrian*
94 *Crossing Improvement Project to Ensley Electrical Services from Grand Island, NE, in the amount of*
95 *\$24,634.50. On August 9, 2018, two bids were submitted in accordance to the advertised bid specifications*
96 *– Ensley Electrical Services and Heartland Electric for \$35,715.06. Olsson Associated reviewed bids and*
97 *both were found to be responsive and responsible and recommends the award to Ensley Electrical*
98 *Services. Project will be substantially complete on or before October 15, 2018 and completed on or before*
99 *November 15, 2018. Upon roll call vote, motion was approved with 3 Yes: Caldwell, Werner, Quandt; 0*
100 *No; 2 Absent: Cook, Setlik.*
101

102 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 18-66: AIRLINE OPERATING**
103 **AGREEMENT AND TERMINAL LEASE EXTENSION WITH ALLEGIANT FOR LAS VEGAS SERVICE.**
104

105 *Motion by Quandt, second by Caldwell authorizing the Board Chair to approve the Airline Operating*
106 *Agreement and Terminal Lease Extension with Allegiant Air LLC, (Las Vegas). Airline agrees to provide*
107 *regularly scheduled twice weekly nonstop roundtrip jet service (minimum capacity of 120 passengers) from*
108 *the Central Nebraska Regional Airport (GRI) to McCarran International Airport in Las Vegas, Nevada (LAS).*
109 *The term of this agreement is extended for a period of two (2) years commencing September 1, 2018 and*
110 *terminating August 31, 2020. Rent is \$600/month for the nonexclusive use of 91 SF of ticket counter space*
111 *and 413 SF of office space. Per the Air Service Incentive Program, the Authority will provide a credit of*
112 *\$65,000 per fiscal year, for Allegiant Air, LLC, to use for local cost centers of fuel flowage fees, ground*
113 *handling fees, into plane fueling fees and landing fees and terminal rents; and provide a marketing fund of*
114 *\$30,000 per fiscal year to promote the Eligible Air Service. Upon roll call vote, motion was approved with 3*
115 *Yes: Caldwell, Werner, Quandt; 0 No; 2 Absent: Cook, Setlik.*
116

117 Zach Thompson, Vice President of Trego-Dugan Aviation of Grand Island, Inc. received an email from
118 Allegiants Performance Station Manager thanking and congratulating Grand Island for being the first station
119 to hit the quadfecta in July. Grand Island is the first station ever to receive four value amazing's in one
120 month: 1) 100% on time performance, 2) zero mishandled bags, 3) airport passenger revenue set a new
121 record for one month, and 4) airport experience was 4.76 (out of 5).
122

123 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 18-67: AMENDMENT TO**
124 **RESTAURANT/LOUNGE MANAGEMENT AGREEMENT WITH AHOLA INVESTMENTS, LLC.**
125

126 Executive Director Olson commended Afternooners for an outstanding job managing the restaurant.
127

128 *Motion by Caldwell, second by Quandt authorizing the Executive Director to execute Amendment to*
129 *Restaurant/Lounge Management Agreement with Aloha Investments, LLC where Management Fee will be*
130 *reduced from \$1,850/month to \$1,500/month effective October 1, 2018. Upon roll call vote, motion was*
131 *approved with 3 Yes: Caldwell, Werner, Quandt; 0 No; 2 Absent: Cook, Setlik.*
132

133 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 18-68: REQUEST FROM A&A FARMS TO**
134 **ASSIGN AND TRANSFER AGRICULTURAL LEASE AGREEMENTS FOR FARM TRACTS B & F TO**
135 **JERRY & LINDA WOITASZEWSKI, INC.**
136

137 *Motion by Quandt, second by Caldwell authorizing the Executive Director to execute Request from A&A*
138 *Farms to Assign and Transfer Agricultural Lease Agreements for Farm Tracts B & F to Jerry & Linda*
139 *Woitaszewski, Inc. The assignment and transfer of the Agricultural Lease Agreements (dated January 14,*
140 *2015) would take effect March 1, 2018 and continue until lease term expires on March 1, 2020. Upon roll*
141 *call vote, motion was approved with 3 Yes: Caldwell, Werner, Quandt; 0 No; 2 Absent: Cook, Setlik.*
142

143 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 18-69: DISPOSITION OF REAL**
144 **PROPERTY FROM THE FEDERAL AVIATION ADMINISTRATION TO THE HALL COUNTY AIRPORT**
145 **AUTHORITY.**

146
147 *Motion by Caldwell, second by Quandt authorizing the Executive Director to execute Disposition of Real*
148 *Property from the Federal Aviation Administration to the Hall County Airport Authority. Disposed property*
149 *consists of a 12"x5' Concrete Pad and 8'x10' Fiberglass Building for FAA Cables located Southeast of*
150 *Building 79 (New Administration Building). The removal of above mentioned property was part of Resolution*
151 *18-58 Change Order No. 02 to remove FAA Cable Building and relocate cable in handhole on secure side.*
152 *Upon roll call vote, motion was approved with 3 Yes: Caldwell, Werner, Quandt; 0 No; 2 Absent: Cook,*
153 *Setlik.*

154
155 **EXECUTIVE DIRECTOR'S REPORT:**

- 156 a) Review the proposed 2019 Board meeting schedule and report any conflicts to Administration
157 Assistant Potratz.
158 b) For Fiscal Year 2019: The House proposal does not include a Passenger Facility Charge increase.
159 The Senate and House Transportation Committee have an amendment that would exempt airports
160 with more than 25,000 passenger enplanements in calendar year 2014 from any cost-share
161 requirements under the contract tower program. This would save us over \$80,000 a year.
162 c) The Federal Government announced there is supplemental AIP funding for \$1 billion dollars for
163 small hub airports this year, and \$500- \$750 million for all airports the following year. A request
164 was submitted for additional funding for our \$1.5 million Security/Wildlife Fencing Project. This
165 project would be a high priority project and FAA would fund 100%. Executive Director Olson will
166 have further discussions with the FAA to potentially get other projects like the Fire Station and Fire
167 Truck moved up.
168 d) Senate proposal includes an Essential Air Service (EAS) increase up to \$315 million dollars/year.
169 e) Funds are allocated for the Law Enforcement Officer (LEO) program.
170 f) One major regulation adopted after the Colgan crash required first officers to gain the same 1,500
171 hours of flight experience as captains, up from the previous 250 hours for first officers. There will
172 be no change in this rule.
173 g) The Budget Presentation to the Hall County Board of Supervisors on July 19th went well. County is
174 scheduled to approve the Budget on August 21st.
175 h) The Central Nebraska Regional Airport received a 2018 Excellence in Economic Development
176 Award from Congressman Adrian Smith on August 8th.

177
178 **ANNOUNCEMENTS:**

- 179 a) Afternooners Car Show August 22nd from 5-8 p.m.
180 b) Ten-Year Celebration with Allegiant on September 6, 2018 from 10:00 a.m. – 12:00 p.m.
181 c) Public Hearing for 2018/2019 Budget September 12, 2018 at 8:00 a.m.
182 d) Next Board Meeting September 12, 2018 at 8:05 a.m.
183 e) Airport Capital Improvement Plan (ACIP) Federal Planning Session will be held following October
184 17th Board meeting.
185 f) Blood Drive November 6th from 8 a.m. – 1:30 p.m. at Passenger Terminal.

186
187 **EXECUTIVE SESSION:**

188 *Motion by Quandt, second by Caldwell to go into Executive Session to discuss airline, lease, and personnel*
189 *negotiations. Upon roll call vote, motion was approved with 3 Yes: Caldwell, Werner, Quandt; 0 No; 2*
190 *Absent: Cook Setlik, Board went into Executive Session at 8:55 a.m.*

191
192 *Motion by Quandt second by Caldwell to come out of Executive Session with no decisions being made and*
193 *reconvene to Regular Session. Upon roll call vote, motion was approved with 3 Yes: Caldwell, Werner,*
194 *Quandt; 0 No; 2 Absent: Cook, Setlik, Board came out of Executive Session and into Regular Session at*
195 *10:00 a.m.*

196
197 **ADJOURNMENT:**

198 *Motion by Caldwell, second by Quandt to adjourn the meeting. Upon roll call vote, motion was approved*
199 *with 3 Yes: Caldwell, Werner, Quandt; 0 No; 2 Absent: Cook, Setlik, meeting was adjourned at 10:01 a.m.*

200
201 HALL COUNTY AIRPORT AUTHORITY

202
203
204 _____
205 Debra Potratz | Administrative Assistant

206
207
208 _____
209 Lynne Werner | Board Chair

Ken Caldwell | Board Secretary/Treasurer

210
211 (SIGNATURES ON FILE)