



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | May 15, 2019

Pursuant to due call and notice thereof, a Regular Meeting of the Hall County Airport Authority (HCAA) Board was held at the Airport Authority Board Room located at 3579 Sky Park Road, Grand Island, Nebraska 68801 on May 15, 2019. Notice of Meeting was given in the *Grand Island Independent* on May 8, 2019. Board Chair Quandt called the meeting to order at 8:00 a.m. and announced location of the Nebraska Open Meeting Act for public viewing.

REVIEW OF AGENDA.

AIRPORT AUTHORITY BOARD MEMBER(S) PRESENT: Chair Brian Quandt, Vice-Chair Lynne Werner, Secretary-Treasurer Michelle Setlik, Joe Cook, and Ryan O'Neill.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: None

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Accounting Manager Debbie Hand, Office Manager Debra Potratz, Operations Manager Doug Brown, and Facility Manager Steve Magnuson.

LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

PUBLIC COMMENT REQUESTS: None.

The Pledge of Allegiance was said in unison.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting on April 10, 2019.
- RESOLUTION 19-31: Claims 3399-3405.

Motion by Werner, second by Cook to approve the Consent Agenda. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

DISCUSSION AND ACTION AGENDA:

FINANCIAL REPORT: By Executive Director Mike Olson. Mr. Olson announced Debbie Hand started April 29th as our new Accounting Manager. Mr. Olson noted next month the Financial Report will be going back to cash basis vs. accrual basis. Budget meetings will be scheduled.

April 2019 Budget Narrative 1st Month of 3rd Qtr: 58.33%	Current Amount April 2019	YTD Amount Oct 18 - Sep 19	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income*	\$177,775.79	\$1,185,542.29	\$1,660,120.00	71.41%	\$474,577.71
Operating Expenses	\$167,631.46	\$1,190,850.32	\$2,184,664.00	54.51%	\$993,813.68
Total Operating Income/(Loss)	\$10,144.33	(\$5,308.03)	(\$524,544.00)	1.01%	(\$519,235.97)
Tax Levy - Bond	\$50,377.18	\$325,853.79	\$1,176,471.00	27.70%	\$850,617.21
Tax Levy - General	\$10,767.39	\$102,393.07	\$217,322.00	47.12%	\$114,928.93
Tax Levy - General Fund Designated for Air Service Development	\$11,605.04	\$45,883.21	\$300,000.00	15.29%	\$254,116.79

Net Income/(Loss)	(\$51,403.35)	(\$1,874,820.03)	(\$5,951,651.00)	31.50%	(\$3,976,830.87)
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ACTIVITY REPORTS:

GRI Air Traffic Operations Report by Executive Director Mike Olson.

GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
Apr 2019	133	203	684	71	1,091	398	50	448	1,539
Apr 2018	37	222	494	120	873	152	6	158	1,031
% Change	259%	-9%	38%	-41%	25%	162%	733%	184%	49%

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Enplanement Report by Executive Director Olson.

Load Factor	Allegiant	American	Charters	Mo. Emp	Yr to Date
	77%	66%			
Apr 2019	2,746	2,440	176	5,362	23,369
Apr 2018	2,403	2,315	125	4,843	20,017
+/- %	14%	5%	41%	11%	17%

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Monthly Operations and Facility reports were given verbally. The Airport Mass Causality Drill held on May 4th was a success with various agencies participating. The Annual ARFF Burn Training by University of Missouri will be held at the airport on Monday, May 20th.

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Construction & Planning Report: Executive Director Olson is working on closing out AIP No. 3-31-0034-039 Rehabilitate Runways & Taxiways (Joint Sealing & Marking). AIP 40 Snow Removal Equipment (SRE) Acquisition was due to be delivered by May 12th. Liquidated damages of \$250 a day are being assessed. AIP 41 ARFF Vehicle acquisition will be approved at the June board meeting. AIP 42 ARFF Facility invitation for bids will go out next month. Staff have met with Benesch and Davs Design finalizing design plans. The FBO passenger walk-through gate has been installed on southwest side of fence.

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CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-32: LEASE EXTENSION AGREEMENT WITH BUSCO, INC., DBA ARROW STAGE LINES FOR BUILDING 700B LOCATED AT 1982 METRO STREET, GRAND ISLAND, NE.

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Motion by Setlik, second by O'Neill authorizing the Executive Director to execute Lease Extension Agreement with Busco, Inc., DBA Arrow Stage Lines for Building 700B located at 1982 Metro Street, Grand Island, NE. Lease shall be extended upon the same terms and conditions on a month-to-month basis effective May 1, 2019. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

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CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-33: LEASE AGREEMENT WITH BKEP MATERIALS L.L.C. FOR BUILDING 800 LOCATED AT 4112 ACADEMY ROAD, SOUTH AND NORTH RAIL SPURS AND PROPERTY.

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Motion by Cook second by Setlik authorizing the Executive Director to execute Lease Agreement with BKEP Materials L.L.C. for Building 800 located at 4112 Academy Road, South and North Rail Spurs and Property as outlined on Exhibit A. The term of this lease shall be for a period of ten (10) years, effective February 1, 2019 and terminating January 31, 2029. For the Five-Year Period from February 1, 2019 to January 31, 2024 rent shall be \$7,639.75/month. For the Five-Year Period from February 1, 2024 to January 31, 2029 rent shall be \$7,868.94/month. The Rent Schedule is outlined in Exhibit B. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

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83 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-34: REVISE BANKING TRANSITION**
84 **AUTHORITY WITH CORNERSTONE BANK, EQUITABLE FEDERAL SAVINGS BANK, GREAT**
85 **WESTERN BANK, HERITAGE BANK AND PATHWAY BANK.**

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87 *Motion by O'Neill, second by Cook Resolution removing former HR/Accounting Manager Debra Brunner's*
88 *name from bank accounts listed below, and authorize Accounting Manager Debora Hand to transact*
89 *business on behalf of the Hall County Airport Authority. Board Members Chair Brian Quandt, and*
90 *Secretary/Treasurer Michelle Setlik, and Staff Member Executive Director Michael J. Olson will remain on*
91 *accounts as approved on Resolution 19-16 on February 13, 2019. Cornerstone Bank, 840 N. Diers Ave.,*
92 *Grand Island, NE 68803, Equitable Federal Savings Bank, 113-115 N. Locust St., PO Box 160, Grand*
93 *Island, NE 68802, Great Western Bank, 700 N. Webb Rd., Grand Island, NE 68803, Heritage Bank, 1333*
94 *N. Webb Rd., PO Box 5138, Grand Island, NE 68802, Pathway Bank, 3333 W. State St., Grand Island, NE*
95 *68803. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.*
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97 **EXECUTIVE DIRECTOR'S REPORT:**

- 98 a) Legislative Report: No report.
99 b) Essential Air Service. The City of Grand Island Mayor and Council concurred recommending
100 American Airlines to provide air service at the Central Nebraska Regional Airport in Grand Island, NE
101 (GRI) to Dallas/Fort Worth International Airport (DFW) in Dallas/Fort Worth, TX. The term is for a two-
102 year period from July 1, 2019 through June 30, 2021, with an annual subsidy of \$389,392.00.
103 c) May is General Aviation Appreciation month.
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105 **ANNOUNCEMENTS:**

- 106 a) Blood Drive – May 21, 2019 from 8 am – 2 pm in Passenger Terminal.
107 b) Next Board Meeting June 12, 2019.
108 c) Administration Building Cornerstone Ceremony – June 25, 2019 at 1 pm.
109 d) Administration Building Open House – June 25, 2019 from 4-6 pm.
110 e) Vietnam Traveling Wall – Veteran's Club May 23-27, 2019.
111 f) Commemorative Air Force Tour – July 1-7, 2019
112 g) Hero Flight – October 7-9, 2019.
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114 **EXECUTIVE SESSION:**

115 *Motion by Cook, second by O'Neill to go into Executive Session to discuss airline, lease, personnel, and*
116 *litigation negotiations. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt,*
117 *Cook, O'Neill, Board went into Executive Session 9:48 a.m.*
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119 *Motion by Werner, second Setlik to come out of Executive Session with no decisions being made and*
120 *reconvene to Regular Session. Upon roll call vote, motion was approved with 5 Yes: Setlik, Werner, Quandt,*
121 *Cook, O'Neill, Cook, Board came out of Executive Session and into Regular Session at 10:48 a.m.*
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123 **ADJOURNMENT:**

124 *Motion by Cook, second by O'Neill to adjourn the meeting. Upon roll call vote, motion was approved with 5*
125 *Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill, meeting was adjourned at 10:48 a.m.*
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127 **HALL COUNTY AIRPORT AUTHORITY**
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Debra Potratz | Office Manager

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135 Brian Quandt | Board Chair

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135 Michelle Setlik | Board Secretary/Treasurer

136 (SIGNATURES ON FILE)
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