



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | June 17, 2020

Due to Executive Order 20-24 Corona Virus Public Meeting Requirement Continued Limited Waiver, signed by Nebraska Governor Pete Ricketts on May 19 2020, the June 17, 2020 Hall County Airport Authority meeting was held via Zoom. Access to the meeting was posted on the HCAA website at www.flygrandisland.com and was made available to the Public and Media.

Pursuant to due call and notice thereof, the Regular Meeting of the Hall County Airport Authority (HCAA) Board was held via Zoom, at the Airport Authority Board Room located at 3579 Sky Park Road, Grand Island, Nebraska 68801 on June 17, 2020. Notice of Meeting was given in the *Grand Island Independent* on June 10, 2020. Board Chair Quandt called the meeting to order at 8:02 a.m. and announced the Nebraska Open Meeting Act is posted on the website for public viewing.

REVIEW OF AGENDA.

PUBLIC COMMENT: None.

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

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: Ryan O'Neill.

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

LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting on May 20, 2020.
- RESOLUTION 20-22: Claims 3512-3521.

Motion by Setlik, second by Cook to approve the Consent Agenda. Upon roll call vote, motion was approved with 4 Yes Votes: Setlik, Werner, Quandt, Cook.

DISCUSSION AND ACTION AGENDA:

EXECUTIVE DIRECTOR REPORT:

Executive Director Olson reported authority staff is healthy and continues to follow CDC guidelines to prevent the spread of COVID-19, and appreciates their professionalism displayed during this trying time.

The House and Senate will be proposing their versions of a Surface Bill. There are no provisions in this bill for airports, however American Association of Airport Executives is pushing to add airport priorities to the bill. On the appropriations side we are asking the Senate and House to increase the federal share for AIP projects to 100 % for fiscal year 2021.

The FAA will be receiving 1,000,000 face masks from FEMA and GRI is expected to receive 7,500 of them. It is recommended passengers check with the airlines on which they are flying on for any travel requirements as each airline has implemented their own policy. It is also recommended to check the airport's website as some airports have implemented policies as well.

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56 Executive Director Olson and Accounting Manager Hand have been working on the fiscal year 2020-2021
57 budget.
58

59 Trego-Dugan Aviation (TDA) President Vince Dugan reported on the status of the company. Mr. Dugan
60 asked for a relief from rent for July, August and September of 2020 and not delayed payments. Dugan was
61 instructed to submit a written request to be considered by the board in July.
62

63 Executive Director Olsen presented all reports.
64

65 FINANCIAL REPORTS
66

67 Executive Director Olson reported in March, April and May due to the pandemic, the Authority has lost
68 \$191,494.37 in revenues compared to the same time last year.
69

May 2020 2nd Month of 3rd Qtr: 66.67%	Current Amount May	YTD Amount Oct 19 - Sep 20	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	\$110,589.37	\$1,112,392.62	\$1,689,619.00	65.84%	\$577,226.38
Operating Expenses	\$174,816.74	\$1,551,351.29	\$2,296,820.00	67.54%	\$745,468.71
Total Operating Income/(Loss)	(\$64,227.37)	(\$438,958.67)	(\$607,201.00)	72.29%	(\$168,242.33)
Tax Levy - Bond	\$353,311.85	\$722,024.55	\$1,176,471.00	61.37%	\$454,446.45
Tax Levy - General	\$36,858.35	\$109,197.31	\$217,322.00	50.25%	\$108,124.69
Tax Levy - General Fund Designated for Air Service Development	\$118,495.91	\$208,375.61	\$300,000.00	69.46%	\$91,624.39
Net Income/(Loss)	\$344,927.72	\$135,853.38	(\$3,691,668.00)	-3.68%	(\$3,827,520.38)

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71 ACTIVITY REPORTS:
72 GRI Air Traffic Operations Reports
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GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
May 2020	28	225	415	57	725	272	52	324	1,049
May 2019	55	271	500	45	871	172	14	186	1,057
% Change	-49%	-17%	-17%	27%	-17%	58%	271%	74%	-1%

74
75 Enplanement Reports
76

	Allegiant	Load Factor	American	Load Factor	Charters	Mo. Enplanements	Yr to Date
May 2020	587	24%	301	23%	0	888	14,631
May 2019	2,967	85%	2,959	84%	257	6,183	29,552
+/- %	-80%	-72%	-90%	-73%	-100%	-86%	-50%

77
78 Executive Director Olson reported Allegiant had 7 flights to LAS and 7 flights to AZA. American had a total
79 of 29 flights to DFW.
80

81 Operation & Facility Reports: Operation: The annual Fire Extinguisher and annual Mobile Airport Rescue &
82 Fire Fighting (ARFF) training has been completed. The annual Emergency Airport Plan tabletop review was
83 held zoom with over 40 attendees. The Federal Aviation Administration Part 139 inspection will be held
84 August 3rd & 4th and our annual insurance inspection will be held August 5th & 6th. Facility: Continues to
85 sanitize the passenger terminal twice daily.
86

87 Project Reports:

88 **AIP-40 (SRE):**

- 89 • Wausau's punch list has been completed and Benesch will work on closeout with the Authority and
90 FAA. Wausau was 191 days over project timeline which equates to almost \$48,000 in liquidated
91 damages. The fees associated in Amendment No. 1 to Benesch's Consultant Agreement is
92 included in that amount.

93 **AIP-41 (AARF Vehicle):**

- 94 • Oshkosh has until October 13, 2020 to deliver the new fire truck. Benesch reported an August or
95 September completion/delivery date.

96 **AIP-42 (ARFF Facility):**

- 97 • Chief is erecting the steel beams, working on the interior masonry walls and utilities, and pouring
98 the floors. Chief is anticipating an early October completion.

99 **AIP-43 (Fence):**

100 Benesch is working getting contracts back from Elkhorn Fence. We are still awaiting approval from
101 FAA. This project is 100% funded by FAA. This is a 6-month project with a late July start date.

102
103 Board Member Cook left meeting at 8:40 a.m.

104
105 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 20-23: AMENDMENT NO. 01 TO**
106 **CONSULTANT AGREEMENT WITH ALFRED BENESCH AND COMPANY FOR ADDITIONAL**
107 **EQUIPMENT DELIVERY/INSPECTION PHASE SERVICES FOR AIP NO. 3-31-0034-040 SRE**
108 **ACQUISITION.**

109
110 *Motion by Setlik, second by Werner authorizing the Executive Director to execute Amendment No. 01 to*
111 *Consultant Agreement with Alfred Benesch and Company for Additional Equipment Delivery/Inspection*
112 *Phase Services for AIP No. 3-31-0034-040 SRE Acquisition in the amount of \$6,795.00. Wausau, the*
113 *contracted manufacturer, delivered the SRE on May 31, 2019 and an inspection was completed by Benesch*
114 *on June 5, 2019. The results of the inspection revealed a significant number of discrepancies and*
115 *outstanding items. Over the next year Benesch worked with Wausau to get all the outstanding items*
116 *corrected. The manufacture was charged with \$47,750 in liquidated damages due to their inability to*
117 *complete the contract obligations. Amendment No. 01 is contingent upon Federal Aviation Administration*
118 *approval. Upon roll call vote, motion was approved with 3 Yes Votes: Setlik, Werner, Quandt.*

119
120 **CONSIDERATION AND APPROVAL OF RESOLUTION NO. 20-24: LEASE EXTENSION AGREEMENT**
121 **WITH CMG ENTERPRISE, LLC FOR STORAGE BUNKERS 306 & 308**

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123 Motion by Setlik, second by Werner authorizing the Executive Director to execute the Lease Extension
124 Agreement with CMG Enterprise, LLC for Storage Bunkers 306 & 308 located at 4087 Sky Park Road,
125 Grand Island, NE. Lease term is extended for one (1) year effective July 1, 2020 and terminating June 30,
126 2021. Rent is \$50 per bunker for a total of \$100 per month. Upon roll call vote, motion was approved with
127 3 Yes Votes: Setlik, Werner, Quandt.

128
129 **ANNOUNCEMENTS:**

- 130 a) Blood Drive July 14, 2020 at the Passenger Terminal 8 a.m. – 2 p.m.
131 b) Next Board meeting – July 15, 2020.
132 c) Hall County Board of Commissioners Budget Meeting – July 22, 2020 at 9:35 a.m.
133 d) Air Power History Tour for September 2020 has been cancelled.

134
135 **EXECUTIVE SESSION:**

136 *Motion by Werner, second by Setlik to go into Executive Session to discuss airline, lease, personnel, and*
137 *litigation negotiations. Board went into Executive Session at 8:47 a.m. Upon roll call vote, motion was*
138 *approved with 3 Yes Votes: Setlik, Werner, Quandt.*

139
140 *Motion by Setlik, second Werner to come out of Executive Session with no decisions being made and*
141 *reconvene to Regular Session. Upon roll call vote, motion was approved with 3 Yes Votes: Setlik, Werner,*
142 *Quandt. Board came out of Executive Session and into Regular Session at 9:29 a.m.*

144 ADJOURNMENT:
145 Meeting was adjourned at 9:30 a.m.
146
147 HALL COUNTY AIRPORT AUTHORITY
148

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150 _____
151 Debra Potratz | Office Manager
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153
154 _____
155 Brian Quandt | Board Chair
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Michelle Setlik | Board Secretary/Treasurer

157 (SIGNATURES ON FILE)