



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | June 15, 2022

Pursuant to due call and notice thereof, the 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 June 15, 2022. Notice of Meeting was given in the *Grand Island Independent* on June 8, 2022. Board Chair Quandt called the meeting to order at 8:00 a.m. and announced location of the Nebraska Open Meetings Act for public viewing.

REVIEW OF AGENDA.

PUBLIC COMMENT REQUESTS: None.

PLEDGE OF ALLEGIANCE: Was said in unison.

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

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: None.

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Accounting Manager Debbie Hand, Office Manager Debra Potratz, Office Assistant Michelle Halpine, Assistant Facility Manager Chris Anderson, Operations Manager Doug Brown.

LEGAL COUNSEL PRESENT: Attorney Ron Depue.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting held May 18, 2022.
- RESOLUTION 22-22: Claims 3766-3775.

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

DISCUSSION AND ACTION AGENDA:

Financial Report: Presented by Accounting Manager Debbie Hand. A revised Financial Report was distributed on adjustments made to two account line items. This revision did not affect the bottom-line number.

2nd Month of 3rd Qtr: 66.67% Budget Narrative Ending May, 2022	Current Amount May	YTD Amount Oct 21 - Sep 22	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	\$163,534.84	\$1,266,076.55	\$1,639,617.00	77.22%	\$373,540.45
Operating Expenses	\$213,515.12	\$1,659,494.02	\$2,454,136.00	67.62%	\$794,641.98
Total Operating Income/(Loss)	(\$49,980.28)	(\$393,417.47)	(\$814,519.00)	48.30%	(\$421,101.53)
Tax Levy - Bond	\$447,321.06	\$870,647.42	\$1,372,549.00	63.43%	\$501,901.58
Tax Levy - General	\$42,250.63	\$134,216.93	\$316,733.00	42.38%	\$182,516.07
Tax Levy - General Fund Designated for Air Service Development	\$135,941.27	\$215,967.30	\$230,000.00	93.90%	\$14,032.70
Net Income/(Loss)	\$571,952.81	\$1,278,552.15	(\$858,687.00)	148.90%	(\$2,137,239.15)

ACTIVITY REPORTS: (printed as received).

GRI Air Traffic Operations Report: By Executive Director Olson.

	Itinerant Operations					Local Operations			
GRI	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	Overall Total TRF
May 2022	33	307	372	76	788	442	118	560	1,348
May 2021	26	298	381	80	785	132	62	194	979
% Change	27%	3%	-2%	-5%	0%	235%	90%	189%	38%

Enplanement Report: Presented by Executive Director Olson. Effective August 16th American will up gauge to a 65-seat CRJ700 regional jet.

	Allegiant	No. of Flights LAS	No. of Flights IWA	No. Total Flights	Load Factor	American	No. of Flights	Load Factor	Charters	No. of Flights	Total Monthly Enplanements	Yr to Date
May 2022	2,579	9	8	17	90%	2,676	61	88%	97	1	5,352	25,524
May 2021	2,265	9	9	18	76%	2,637	60	88%	110	1	5,012	21,245
+/- %	14%	0%	-11%	-6%	18%	1%	2%	0%	-12%	0%	7%	20%

Operations Report: Presented by Operations Manager Doug Brown.

Numerous Lightning Strike Sunday Morning, Wes/Justin Repaired, Mon and Tues this week.

Repaired Case Shredder/Mower, drive shaft, reduction gears.

Mowing, Mowing, Mowing.

Updating FAA Part 139 ACM

Received USDA Depredation Permit.

Grinded chipped paint off rwy/twy/ramp.

Rwy/twy/ramp painting.

Sprayed weeds.

Concrete repairs to rwy/twy.

Annual Fire Extinguisher Training for FBO Employees-Completed.

Monthly and Quarterly maintenance performed on all equipment.

Annual FAA Part 139 Inspection scheduled for July 20th.

Working on Annual Reviews of all records for Upcoming Inspections.

Numerous other daily projects and repairs completed and scheduled.

The Runway concrete is in good shape as we continue with our preventive and remedial maintenance activities.

Facility Report: Presented by Assistant Facility Manager Chris Anderson.

- Advertisement for bids have been issued for Buildings 113 (roof) and 700B (remodel for 2 garage doors)
- Mounted Thrifty Car Sales sign on upper wall of their offices (old fire station).
- Installed all new TVs in terminal.
- The terminal PA system amplifier has been replaced.
- The old car wash will be demolished on or about July 5 at no cost in return for scrap iron.
- Placed 30 boulders in landscaped areas bordering the parking lot.
- Shredded obsolete archives (5400 lbs).
- We are now averaging about 200 cars in the lot.
- #4 parking exit machine has been repaired.
- We are still utilizing a parking lot attendant for all Allegiant flights and most American flights.

- As usual:
 - Completed monthly maintenance and daily operation inspections on jet bridge
 - Conduct twice weekly parking lot surveys.
 - Provide exit door security on all departing commercial flights.
 - Maintain a clean, safe, and functional terminal building.

Project Reports: Benesch Projects Update by Executive Director Olson.

AIP-044 – CARES Act Grant

CARES Act – SRE Broom Acquisition & SRE Rotary Plow (Blower) Acquisition

- Vendor: M-B
- Delivery Deadline = Sept. 19, 2022.
- Production on Both Vehicles Is In Good Standing and Should Be Delivered in mid-August (Approximately 1 Month Early).
- Owner Training & Vehicle Performance Testing Upon Delivery.
- Closeout To Follow Final Inspections.

AIP-045 – SRE Plow/Spreader Acquisition

- Vendor: M-B
- Revised (C.O. No. 01) Delivery Deadline = February 14, 2023
- M-B Is Working To Prepare/Submit New Revised (Truck Only) Shop Drawings For MB2 Vehicle. Benesch To Review Upon Receipt. Plow & Spreader Previously Approved.
- Owner Training & Vehicle Performance Testing Upon Delivery
- Closeout To Follow Final Inspections.

Upcoming Federally Funded Projects

- *Airfield Lighting & NAVAID Upgrades*
- *Terminal Expansion (Competitive Airport Terminal Program (ATP) Grant)*
- *Snow Removal Equipment Building*
 - Benesch coordinated potential project schedules on all three (3) projects with FAA. FAA has informed HCAA/Benesch that Lighting project likely will not make the cut for discretionary funds. Also, FAA is not wanting to fund a prelim design on the terminal expansion with the uncertainty of getting an Airport Terminal Program competitive grant.
 - HCAA currently re-considering revised approach to the project(s).

Executive Director Olson stated a revised ACIP will be on the August agenda for approval.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-23: PROPOSAL FOR PARCS PROFESSIONAL CONSULTING SERVICES WITH INTEGRITY PARKING SYSTEMS, LLC.

Motion by O'Neill, second by Victor, authorizing the Executive Director to execute the Proposal from Integrity Parking Systems, LLC, for PARCS Professional Consulting Services for procurement and installation of a new Parking Access & Revenue Control System (PARCS) to be installed at the Central Nebraska Regional Airport. Integrity Parking Systems will: 1) Collect site drawings and other required information to produce an RFP Package; 2) Prepare RFP Package; 3) Attend PARCS Project meetings via zoom; 4) Conduct one (1) Site Acceptance Testing at installation completion; 5) Provide final documentation, Sign Off, Warranty and review Disaster Recovery Plan. The cost for the above services will be \$60,000. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.

- a) The Nebraska legislature constitutional amendment to expand air service with municipal funds will be on the November general election ballot.

ANNOUNCEMENTS:

- a) Next Board Meeting is July 13, 2022 (2nd Wednesday of the Month).

- b) Hall County Budget Presentation is July 20, 2022 at 1:35 p.m.
c) 2023 Nebraska State Fly In will be held in Grand Island on June 3rd. Executive Director Olson asked if a couple Board members could assist with the Fly-In. Board Member O'Neill volunteered to help.

EXECUTIVE SESSION:

Motion by Werner, second by O'Neill to go into Executive Session at 9:09 a.m. to discuss airline, lease, contract, and personnel negotiations. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.

Motion by Victor, second by Cook to come out of Executive Session with no decisions being made and reconvene to Regular Session at 9:50 a.m. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.

ADJOURNMENT:

Meeting was adjourned at 9:50 a.m.

HALL COUNTY AIRPORT AUTHORITY

Debra Potratz | Office Manager

Brian Quandt | Board Chair

Ryan O'Neill | Board Secretary/Treasurer

(SIGNATURES ON FILE)