



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | July 13, 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 July 13, 2022. Notice of Meeting was given in the *Grand Island Independent* on July 6, 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, Accounting Assistant Katrina Timmerman, Office Manager Debra Potratz, Office Assistant Michelle Halpine, Facility Manager Steve Magnuson, 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 June 15, 2022.
- RESOLUTION 22-24: Claims 3776-3787.

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.

Budget Narrative Ending June, 2022 3rd Month of 3rd Qtr: 75.00%	Current Amount June	YTD Amount Oct 21 - Sep 22	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	\$139,072.67	\$1,405,415.97	\$1,639,617.00	85.72%	\$234,201.03
Operating Expenses	\$218,559.92	\$1,878,053.94	\$2,454,136.00	76.53%	\$576,082.06
Total Operating Income/(Loss)	(\$79,487.25)	(\$472,637.97)	(\$814,519.00)	58.03%	(\$341,881.03)
Tax Levy - Bond	\$88,997.59	\$959,645.01	\$1,372,549.00	69.92%	\$412,903.99
Tax Levy - General	\$21,425.18	\$155,642.11	\$316,733.00	49.14%	\$161,090.89
Tax Levy - General Fund Designated for Air Service Development	\$14,032.70	\$230,000.00	\$230,000.00	100.00%	\$0.00
Net Income/(Loss)	\$17,718.78	\$1,296,549.89	(\$858,687.00)	-150.99%	(\$2,155,236.89)

ACTIVITY REPORTS: (printed as received).

GRI Air Traffic Operations Report: By Executive Director Olson. Tower Manager Joe Klimes was introduced.

GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
June 2022	37	239	525	87	888	264	180	444	1,332
June 2021	4	300	625	105	1,034	226	22	248	1,282
% Change	825%	-20%	-16%	-17%	-14%	17%	718%	79%	4%

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	Year to Date
June 2022	2,557	8	8	16	94%	2,296	60	77%	66	1	4,919	30,433
June 2021	2,267	8	8	16	85%	2,242	60	75%	115	1	4,624	25,869
+/- %	13%	0%	0%	0%	11%	2%	0%	2%	-43%	0%	6%	18%

Operations Report: Presented by Maintenance Supervisor Wes Harris.

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.

Facility Report: Presented by Facility Manager Steve Magnuson.

- The old car wash has had all utilities terminated as per city code. Demo will be completed when the contractor gets permit secured. Salvaged heaters, back flow preventers, and 2 – 8'x 8' overhead doors
- We are now averaging about 170 cars in the lot.
- Roof leaks on building 116 offices repaired and ceiling tiles replaced
- Replaced sprinkler controller on monument sign.
- Sprayed trees and bushes for Japanese beetles.
- Sprayed weeds in parking lots and terminal landscape areas.
- Applied grub control and summer fertilizer to lawns.
- Discovered water main leak just northwest of the old car wash. City repaired.
- 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 Both Should Be Delivered In Mid to Late-August. Benesch confirmed delivery schedule again with M-B on June 28.
- HCAA to potentially visit M-B plant prior to vehicles being shipped.
- 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 Has Prepared and Shipped to Benesch The New Revised (Truck Only) Shop Drawings For MB2 Vehicle. Benesch To Review Upon Receipt (ETA of Shop Drawings is This Week). Plow & Spreader Previously Approved.
- Owner Training & Vehicle Performance Testing Upon Delivery
- Closeout To Follow Final Inspections.

AIP-0XX - Airfield Lighting & NAVAID Upgrades

- Benesch and HCAA have coordinated the FY'23 project with FAA (Steve Whitton).
- Benesch Provided GRI Electrical Equipment History To FAA To Justify Age Of Equipment.
- FAA Has Approved Scope Intentions (RW Lighting, TW Lighting, Airfield Signs, Regulators In Vault, And RW 35 PAPI-4L).
- Benesch Has Prepared Agreement & Fees.
- HCAA Obtained IFE (Independent Fee Estimate) From Lamp Rynearson.
- Negotiation Meeting Has Been Completed.
- Agreement To Be Approved At Today's Meeting, Subject to FAA Concurrence.
- Benesch Will Complete Final Design From Mid-July To Mid-November.

Other Future Federally Funded Projects

- *Terminal Expansion (Competitive Airport Terminal Program (ATP) Grant)*
 - Benesch and Mead & Hunt to re-assess odds of winning competitive grant in January 2023, which will be after the next round of competitive grants are awarded.
 - For reference, in the first round of ATP grants, the FAA award approximately \$1B in grants and received \$14B in applications.
- *Snow Removal Equipment Building*
 - Benesch and Davis Design team to complete the SRE building as a FY'24 project now since the electrical project will not make the discretionary list.
 - *Below is the funding scenario that was prepared by Benesch/HCAA:*

Central Nebraska Regional Airport (GRI)			
Grand Island, NE			
Date:	6/21/2022		
Fiscal Year	Funding Types & Projects	Approx. Amount	Running (Funds) Total
FY'21	AIP Entitlement Funds (Carryover)	\$400,000.00	\$400,000.00
FY'22	AIP Entitlement Funds	\$1,000,000.00	\$1,400,000.00
	B.I.L. Funds	\$1,000,000.00	\$2,400,000.00
FY'23	AIP Entitlement Funds	\$1,000,000.00	\$3,400,000.00
	B.I.L. Funds	\$1,000,000.00	\$4,400,000.00
	Airfield Electrical Upgrades Project (FY'23 Grant)	-\$3,200,000.00	\$1,200,000.00
FY'24	AIP Entitlement Funds	\$1,000,000.00	\$2,200,000.00
	B.I.L. Funds	\$1,000,000.00	\$3,200,000.00
	Snow Removal Equipment Facility (FY'24 Grant)	-\$3,200,000.00	\$0.00

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-25: BUDGET FOR FISCAL YEAR 2022-2023.

Resolution approving the budget for fiscal year 2022-2023, subject to formal adoption of the 2022-2023 budget in accordance with state auditor requirements.

Motion by O'Neill, second Werner by to adopt Resolution 22-25. There was a need to Amend the Budget for Fiscal Year 2022-2023 made by Victor, seconded by O'Neill (Under Capital Improvements/Other Grants/Equipment) to Remove the \$900,000 for Canopies for New PARCS Machine Projects, as this project is included in the Industrial Development Bonds/Spec Building line item of \$6,000,000, reducing the Total Capital Improvements from \$12,249,424 to \$11,349,424. This changed the Net Income (loss) Before Tax Levy from (\$3,437,401) to (\$2,537,401), changing the revised Net Income (loss) from (\$1,429,733) to (\$529,733). Voting Yes as Amended: Joe Cook, Lynne Werner, Brian Quandt, Ryan O'Neill, Tim Victor. Voting No: None. Abstained: None. Absent: None. Motion was Adopted Dated this 13th day of July, 2022.

Executive Director Olson thanked the staff, Accounting Manager Hand, Board and Kayla Schulte for their assistance in developing this budget.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-26: PRELIMINARY LEVY ALLOCATION FROM HALL COUNTY BOARD OF COMMISSIONERS.

WHEREAS, Nebraska Statute 77-3443 (3) requires all political subdivisions subject to county levy authority to submit a preliminary request for levy allocation to the county board; and WHEREAS, the Hall County Board of Commissioners is the levy authority for the Hall County Airport Authority (Board). NOW, THEREFORE BE IT RESOLVED that the following is said Board's tax request for budget year 2022-2023:

<u>FUND</u>	<u>TAX REQUEST</u>
General Fund - Operations	<u>\$257,668</u>
General Fund Designated for Air Service Development	<u>\$300,000</u>
TOTAL	<u>\$557,668</u>

BE IT FURTHER RESOLVED that said Board has Bonds for \$13,915,000, with an additional \$3,345,000 to be covered by escrow - both are not included in the above tax request as allowed by law.

Motion by Werner second by Cook to adopt Resolution 22-26. Voting Yes: Joe Cook, Lynne Werner, Brian Quandt, Ryan O'Neill, Tim Victor. Voting No: None. Abstained: None. Absent: None. Motion was Adopted Dated this 13th day of July, 2022.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-27: INCREASE IN RESTRICTED FUNDS BY ONE PERCENT FOR FISCAL YEAR 2022-2023.

Resolution approving a One Percent increase in Restricted Funds for Fiscal Year 2022-2023 in accordance with the State Allowable Increase in Base Limitation (Statute 13-519). Action requires 75 percent majority approval of board.

Motion by O'Neill, second by Victor to adopt Resolution 22-27. Voting Yes: Joe Cook, Lynne Werner, Brian Quandt, Ryan O'Neill, Tim Victor. Voting No: None. Abstained: None. Absent: None. Motion was Adopted Dated this 13th day of July, 2022.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-28: CONSULTANT AGREEMENT WITH ALFRED BENESCH & COMPANY FOR AIRFIELD LIGHTING & NAVAID UPGRADES.

Motion by Cook, second by O'Neill authorizing the Executive Director to execute the Consultant Agreement with Alfred Benesch & Company for Airfield Lighting & NAVAID Upgrades. The upgrades include: Edge Lighting, Signage, NAVAID and Electrical Vault. The fee for services will be \$154,778 for the Design Phase and \$9,850 for the Bidding Phase for a total of \$164,628. Project will be funded with AIP and BIL grants. Agreement is subject to Federal Aviation Administration (FAA) concurrence. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.

178
179 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-29: AWARD BID FOR BUILDING 700 B**
180 **OVERHEAD DOOR PROJECT TO KLEINT'S BUILDING & CONSTRUCTION, INC.**
181

182 *Motion by O'Neill, second by Victor authorizing the Executive Director to award Bid for Building 700 B*
183 *Overhead Door Project located at 1982 Metro Street, to Design, Build for New, and Replacement of,*
184 *Overhead Garage Door, to Kleint's Building & Construction Inc., of Grand Island, in the amount of \$55,465.*
185 *This award is subject to a future Change Order for a deduct amount of (\$4,186) due to a vendor misquote on*
186 *overhead door price. Request for Proposals were published in the Grand Island Independent on June 2 & 9,*
187 *2022, and one Bid was received on June 23, 2022. Project is to be completed within 90 calendar days after*
188 *award. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.*
189

190 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-30: AWARD BID FOR BUILDING 113 ROOF**
191 **REPLACEMENT PROJECT TO WEATHERCRAFT COMPANY OF GRAND ISLAND.**
192

193 *Motion by Victor, second by O'Neill authorizing the Executive Director to award Bid for Building 113 Roof*
194 *Replacement Project located at 3851 Sky Park Road, Grand Island, NE to Weathercraft Company of Grand*
195 *Island, NE, in the amount of \$269,250.00. Request for Proposals were published in the Grand Island*
196 *Independent on June 14 & 21, 2022, and one Bid was received on June 28, 2022. Project is to be completed*
197 *within 90 calendar days after award. Upon roll call vote, motion was approved with 5 Yes votes: Cook,*
198 *Werner, Quandt, O'Neill, Victor.*
199

200 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-31: AMENDMENT TO THE PAID PARKING**
201 **POLICY AT THE CENTRAL NEBRASKA REGIONAL AIRPORT.**
202

203 *Motion by Cook, second by O'Neill Resolution approving the amendment of the Paid Parking Policy at the*
204 *Central Nebraska Regional Airport effective October 1, 2022 (replacing the Policy adopted June 16, 2021)*
205 *as follows: To increase fees for parking and parking passes. The remainder of the Policy will remain the*
206 *same.*

- 207 1. *The first 90 minutes of parking are free in the all parking lots.*
- 208 2. *\$5.00 per day per vehicle in the west lot (west of Sky Park Road).*
- 209 3. *\$7.00 per day per vehicle in the east lot (east of Sky Park Road).*
- 210 4. *Every 7th day is free.*
- 211 5. *A "day" is defined as a continuous 24-hour period.*
- 212 6. *Airline pilots, cargo pilots and airline flight attendants may purchase a parking pass to park in a*
213 *designated area for \$50.00 per quarter upon presentation of a current employee identification badge*
214 *with name matching a current driver's license.*
- 215 7. *Violation of the Paid Parking Policy is a Class III Misdemeanor pursuant to Section 3-613(5)*
216 *Nebraska Revised Statutes.*
- 217 8. *\$50.00 Fee for lost parking ticket.*

218
219 *Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.*
220

221 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-32: LEASE EXTENSION AGREEMENT WITH**
222 **GREENWALT SANDBLASTING.**
223

224 *Motion by Victor, second by O'Neill authorizing the Executive Director to execute the Lease Extension*
225 *Agreement with Greenwalt Sandblasting for Buildings 315 & 316 located at 2570 and 2569 Ammunition Way*
226 *in Grand Island, NE. The Lease Term shall be extended for three (3) years effective September 1, 2022 and*
227 *terminating August 31, 2025. Rent is \$535.58 per month, plus \$73.33 per month for insurance. Upon roll call*
228 *vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.*
229

230 **CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-33: PROFESSIONAL SERVICE**
231 **AGREEMENT WITH INTEGRITY PARKING FOR PROCUREMENT AND INSTALLATION OF CANOPIES**
232 **FOR PARCS MACHINES AND PREMIER PARKING.**

Motion by O'Neill, second by Victor authorizing the Executive Director to execute the Professional Service Agreement with Integrity Parking for Procurement and Installation of Four Canopies for Entry/Exit PARCS Machines and One Canopy for Premier Parking for a Fee of \$49,000. Service includes: 1) Establish Foundation Locations for Canopies; 2) Prepare Request For Proposal; 3) Attend Project Meetings; 4) Attend Installation Completion Meeting; and 5) Provide Final Documentation. 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.
- b) Met with Senator Deb Fischer's new transportation chief and another associate a couple of weeks ago. As part of the Recovery Act, FAA will be accessing control towers. Executive Director Olson submitted our request for a new tower. This process will take 4-5 years and towers would be 100% funded by FAA.

ANNOUNCEMENTS:

- a) Hall County Budget Presentation is July 20, 2022 at 1:35 p.m.
- b) Next Board Meeting is August 17, 2022.
- 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 O'Neill, second by Werner to go into Executive Session at 9:00 a.m. to discuss airline, lease, and personnel negotiations. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.

Motion by Werner, second by Cook to come out of Executive Session with no decisions being made and reconvene to Regular Session at 9:31 a.m. Upon roll call vote, motion was approved with 5 Yes votes: Cook, Werner, Quandt, O'Neill, Victor.

ADJOURNMENT:

Meeting was adjourned at 9:35 a.m.

HALL COUNTY AIRPORT AUTHORITY

Debra Potratz | Office Manager

Brian Quandt | Board Chair

Ryan O'Neill | Board Secretary/Treasurer

(SIGNATURES ON FILE)