



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | August, 17, 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 August 17, 2022. Notice of Meeting was given in the *Grand Island Independent* on August 10, 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, Secretary-Treasurer Ryan O'Neill, Joe Cook, Tim Victor.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: Vice-Chair Lynne Werner,

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

LEGAL COUNSEL PRESENT: Attorney Ron Depue.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting held July 13, 2022.
- RESOLUTION 22-34: Payment of Claims 3788-3796.

Motion by O'Neill, second by Victor to approve the Consent Agenda. Upon roll call vote, motion was approved with 4 Yes votes: Cook, Quandt, O'Neill, Victor.

DISCUSSION AND ACTION AGENDA:

Financial Report: Presented by Accounting Manager Debbie Hand.

Budget Narrative Ending July, 2022 1st Month of 4th Qtr.: 83.33%	Current Amount July	YTD Amount Oct 21 - Sep 22	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	\$151,756.42	\$1,557,172.39	\$1,639,617.00	94.97%	\$82,444.61
Operating Expenses	\$184,660.75	\$2,062,714.68	\$2,454,136.00	84.05%	\$391,421.32
Total Operating Income/(Loss)	(\$32,904.33)	(\$505,542.29)	(\$814,519.00)	62.07%	(\$308,976.71)
Tax Levy - Bond	\$18,510.10	\$978,155.11	\$1,372,549.00	71.27%	\$394,393.89
Tax Levy - General	\$7,377.67	\$163,019.78	\$316,733.00	51.47%	\$153,713.22
Tax Levy - General Fund Designated for Air Service Dev	\$0.00	\$230,000.00	\$230,000.00	100.00%	\$0.00
Net Income/(Loss)	(\$1,030,425.12)	\$267,100.91	(\$858,687.00)	-31.11%	(\$1,125,787.91)

ACTIVITY REPORTS: (printed as received).

GRI Air Traffic Operations Report: By Tower Manager Joe Klimes.

GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
July 2022	29	292	517	33	871	144	28	172	1,043
July 2021	6	283	828	53	1,170	376	40	416	1,586
% Change	383%	3%	-38%	-38%	-26%	-62%	-30%	-59%	-34%

Enplanement Report: Presented by Executive Director Olson. Olson stated from March through June, we have collected landing fees from 144 Just In Time Charter Cargo aircraft. On August 16th American up gauged to a 65-seat CRJ700 regional jet and CNRA provided cake and drinks for passengers and crew to celebrate this event.

	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
July 2022	2,844	9	9	18	95%	2,362	62	76%	94	1	5,300	35,746
July 2021	2,528	8	9	17	89%	2,338	61	77%	144	1	5,010	30,879
+/- %	13%	13%	0%	6%	7%	1%	2%	-1%	-35%	0%	6%	16%

Operations Report: Presented by Operations Manager Wes Harris.

Completed FAA Part 139 Insp. On July 20th.

Painted Aim points on runway 17 to bring up to standard per Insp.

Completed Hastings Airport paint job.

Repaired hydraulic leaks on Wausau Broom and tested.

Working on removing trees from ditches and fence lines.

Repaired numerous dig under(s) on new wildlife fence (mainly Corners).

Completed repairs on 17-35 Bravo Hold short sign.

Power Tech performed annual maintenance and inspections on all emergency generators.

Weekly and monthly Inspections completed.

Monthly and Quarterly maintenance performed on all equipment.

Numerous other daily projects and repairs completed and scheduled.

Operations Manager Doug Brown relayed an email from the FAA thanking staff for keeping the lines of communication open and for the prompt completion of the "fix-actions" noted during the Part 139 Inspection.

Facility Report: Presented by Facility Manager Steve Magnuson.

- Michael Koenig resigned at the end of August due to relocating to Kearney
- Operated down 1 man for a week due to Covid.
- The old car wash building #108 has been removed.
- Northwest quadrant of the east parking lot is closed for sewer project.
- We are now averaging about 200 cars in the lot.
- Jet bridge is currently out of service. Touch screen response is too poor to risk using it in close proximity to aircraft.
- Weed spraying is ongoing
- Discovered water main leak under the southwest corner of the admin office parking lot. Repaired and repaved.
- Hangar 113 roof replacement scheduled for last week of August.
- Garage door project for building 700B is scheduled for the first week of September.
- RFP is being published for roof replacement on building 850 CMG Enterprises.
- 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: Presented 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 Late This Month (August). M-B To Deliver Vehicles With Poly Cassettes on Broom. Small Delay On Wire Cassettes.
- HCAA To Potentially Visit M-B Plant Late This Month, 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
- Owner Training & Vehicle Performance Testing Upon Delivery
- Closeout To Follow Final Inspections.

AIP-0XX - Airfield Lighting & NAVAID Upgrades

- Benesch Design/Bidding Agreement Approved Last Month (July 2022 HCAA Meeting)
- Benesch Currently Working On Final Design From Mid-July To Mid-November.
- Benesch Completing Design Review Meeting and Field Survey w/HCAA Early Next Week

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-35: CHANGE ORDER NO. 01 FROM KLIENT'S BUILDING AND CONSTRUCTION, INC.

Motion O'Neill, second by Victor to approve and authorize the Executive Director to accept Change Order No. 01 from Klient's Building and Construction, Inc. for Building 700 B Overhead Door Project located at 1982 Metro Street for a decrease of (\$4,186) due to a misquote on overhead door price. Original quoted price was \$55,465. Change Order No. 01 is for a decrease of (\$4,186) making the revised contract amount of \$51,279. Upon roll call vote, motion was approved with 4 Yes votes: Cook, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-36: AIRLINE OPERATING AGREEMENT AND TERMINAL LEASE EXTENSION WITH ALLEGiant AIR LLC, (LAS VEGAS).

Motion by Cook, second by O'Neill authorizing the Board Chair to approve the Airline Operating Agreement and Terminal Lease Extension with Allegiant Air LLC, (Las Vegas). Airline agrees to provide regularly scheduled twice weekly nonstop roundtrip jet service (minimum capacity of 120 passengers) from the Central Nebraska Regional Airport (GRI) to McCarran International Airport in Las Vegas, Nevada (LAS). The term is extended for two (2) years commencing September 1, 2022 and terminating August 31, 2024. Rent is \$618 per month for the nonexclusive use of 91 SF of ticket counter space and 413 SF of office space. Per the Air Service Incentive Program, the Authority will provide a credit of \$65,000 per fiscal year, for Allegiant Air, LLC, to use for local cost centers of fuel flowage fees, ground handling fees, into plane fueling fees and landing fees and terminal rents; and provide a marketing fund of \$30,000 per fiscal year to promote the Eligible Air Service. Upon roll call vote, motion was approved with 4 Yes votes: Cook, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-37: HANGAR LEASE EXTENSION AGREEMENT WITH TREGO-DUGAN AVIATION OF GRAND ISLAND, INC.

Motion by Victor, second by Cook to approve and authorize the Executive Director to execute the Hangar Lease Extension Agreement with Trego-Dugan Aviation of Grand Island, Inc., for Building 112 located at 3841 Sky Park Road. Term is extended for three (3) years commencing September 1, 2022 and terminating August 31, 2025. Base rent is \$2,758.91 per month, plus \$346.32 per month for insurance. Upon roll call vote, motion was approved with 4 Yes votes: Cook, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-38: LEASE EXTENSION AGREEMENT WITH GRAND ISLAND AREA CLEAN COMMUNITY SYSTEM, INC.,

Motion by Cook, second by O'Neill to approve and authorize the Executive Director to execute the Lease Extension Agreement with Grand Island Area Clean Community System, Inc., for Building 2B located at 3661 Sky Park Road. Term is extended for two (2) years commencing October 1, 2022 and terminating September 30, 2024. Base rent is \$1,125.84 per month, plus \$106.90 per month for insurance. Upon roll call vote, motion was approved with 4 Yes votes: Cook, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-39: LEASE AGREEMENT WITH ADVENTURE ENTERPRISES, LLC D/B/A ADVENTURE BUS & CHARTER.

Motion by Victor, second by O'Neill to approve and authorize the Executive director to execute the lease agreement with Adventure Enterprises, LLC, d/b/a Adventure Bus & Charter for buildings 700B and 700E located at 1982 Metro Street, Grand Island, NE 68801. The term of this lease is for five (5) years commencing October 1, 2022, and terminating September 30, 2027, with a one five (5) year option term. The base rent is \$2,190.00 per month plus \$169.64 per month for insurance. Additional rent in the total amount of \$39,389.50 representing one-half of the cost of building improvements, concrete drive and sidewalk to be completed by Authority prior to commencement of the lease term which is payable at the rate of \$656.49 per month during the lease term. Upon roll call vote, motion was approved with 4 Yes votes: Cook, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-40: SPONSORSHIP SALES AGREEMENT WITH SHERYL STROBEL D/B/A STROBELINC.

Motion by Cook, second by O'Neill to approve and authorize the Executive Director to execute the Sponsorship Sales Agreement with Sheryl Strobel, d/b/a StrobeLINC, to present and sell Central Nebraska Regional Airport (CNRA) 2023 Nebraska State Fly-In and Air Show Sponsorship opportunities to business and industry as a means to generate revenue and business presence. Term is for ten (10) months commencing August 10, 2022 and terminating June 10, 2023. Payment terms are at a 15% commission rate on a monthly basis. Upon roll call vote, motion was approved with 4 Yes votes: Cook, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-41: SUPPORT OF PROPOSED NEBRASKA CONSTITUTIONAL AMENDMENT LEGISLATIVE RESOLUTION 283CA.

Motion by O'Neill, second by Cook Resolution announcing support Proposed Nebraska Constitutional Amendment Legislative Resolution 283CA passed April 12, 2022, Resolve that: Section 1. At the general election in November 2022, the following proposed amendment to the Constitution of Nebraska shall be submitted to the electors of the State of Nebraska for approval or rejections: To add a new section 26 to Article XV: XV-26 Notwithstanding restrictions imposed by any other provision in the Constitution, any city, county, or other political subdivision owning or operating an airport may expend or otherwise employ its revenues, from whatever source, for the public purpose of developing, or encouraging the development of, new or expanded regularly scheduled commercial passenger air service at such airport. Section 2. The proposed amendment shall be submitted to the electors in the manner prescribed by the Constitution of Nebraska, Article XVI, section 1, with the following ballot language: A constitutional amendment to authorize any city, county, or other political subdivision owning or operating an airport to expend its revenues for the public purpose of developing or encouraging the development of new or expanded regularly scheduled commercial passenger air service at such airport. Upon roll call vote, motion was approved with 4 Yes votes: Cook, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-42: PROPOSAL AND AGREEMENT FOR AIR SERVICE CONSULTING SERVICES WITH MEAD & HUNT, INC.

Motion by Cook, second by O'Neill to approve and authorize the Executive Director to execute the Proposal and Agreement for Air Service Consulting Services (dated August 11, 2022) with Mead & Hunt, Inc. to provide an analysis, preparation, presentation and consulting services associated with separate meetings with potential airlines. Mead & Hunt will be compensated on a lump sum basis for the airline presentation preparation and meeting, and will invoice for related expenses (e.g., air transportation, lodging, meals, printing, misc.) at cost. Mead & Hunt, Inc., will be compensated \$4,725 per virtual airline meeting, and \$7,770 per on-site airline meeting. Expenses are estimated at \$900. Upon roll call vote, motion was approved with 4 Yes votes: Cook, Quandt, O'Neill, Victor.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.

- a) Legislative Update. The House & Senate are on their August break. On the Federal side we can expect to run on a continuing resolution until the new Congress starts in January.
- b) 2023 Nebraska State Fly In will be held in Grand Island on June 3rd. Executive Director Olson has secured three acts and the internal planning team has been meeting to help plan the details of the event. Olson has met with the Grand Island-Hall County Convention & Visitors Bureau and will meet with the Nebraska State Fair committee to solicit advice and assistance for the Fly In.

ANNOUNCEMENTS:

- a) Next Board Meeting is Friday, September 16, 2022.

EXECUTIVE SESSION:

The Board convened into Executive Session at 9:05 a.m.

Motion by O'Neill, second by Cook to come out of Executive Session with no decisions being made and reconvene to Regular Session at 11:11 a.m. Upon roll call vote, motion was approved with 4 Yes votes: Cook, Quandt, O'Neill, Victor.

ADJOURNMENT:

Meeting was adjourned at 11:12 a.m.

HALL COUNTY AIRPORT AUTHORITY

Debra Potratz | Office Manager

Brian Quandt | Board Chair

Ryan O'Neill | Board Secretary/Treasurer

(SIGNATURES ON FILE)