



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | October 19, 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 October 19, 2022. Notice of Meeting was given in the *Grand Island Independent* on October 12, 2022. Board Chair Quandt called the meeting to order at 8:02 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, Tim Victor.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: Joe Cook.

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Accounting Manager Debbie Hand, Office Manager Debra Potratz, Operations Manager Wes Harris, Facility Manager Steve Magnuson, Facility Manager Chris Anderson.

LEGAL COUNSEL ABSENT: Attorney Ron Depue.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Budget Hearing and Regular Meeting held September 16, 2022.
- RESOLUTION 22-53: Payment of Claims 3808-3818.

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

DISCUSSION AND ACTION AGENDA:

Financial Report: Presented by Accounting Manager Debbie Hand.

Budget Narrative Ending September, 2022 3rd Month of 4th Qtr: 100.00%	Current Amount September	YTD Amount Oct 21 - Sep 22	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	\$159,993.39	\$1,881,535.44	\$1,639,617.00	114.75%	(\$241,918.44)
Operating Expenses	\$222,794.20	\$2,601,072.84	\$2,454,136.00	105.99%	(\$146,936.84)
Total Operating Income/(Loss)	(\$62,800.81)	(\$719,537.40)	(\$814,519.00)	88.34%	(\$94,981.60)
Tax Levy - Bond	\$363,712.30	\$1,360,963.10	\$1,372,549.00	99.16%	\$11,585.90
Tax Levy - General	\$144,883.58	\$315,511.44	\$316,733.00	99.61%	\$1,221.56
Tax Levy - General Fund Designated for Air Service Development	\$0.00	\$230,000.00	\$230,000.00	100.00%	\$0.00
Net Income/(Loss)	\$410,386.75	\$502,491.92	(\$858,687.00)	-58.52%	(\$1,361,178.92)

GRI Air Traffic Operations Report: By Executive Director Olson. There were 102 Cargo aircraft for September.

GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
September 2022	136	267	541	110	1,054	122	92	214	1,268
September 2021	26	281	611	84	1,002	236	48	284	1,286
% Change	423%	-5%	-11%	31%	5%	-48%	92%	-25%	-1%

Enplanement Report: Presented by Executive Director Olson. Allegiant added eight additional flights in December.

	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
Aug. 2022	2,528	8	9	17	87%	2,514	61	76%	181	1	5,223	47,249
Aug. 2021	1,972	7	9	16	75%	2,160	61	72%	86	1	4,218	35,097
+/- %	28%	14%	0%	6%	16%	16%	0%	6%	110%	0%	24%	35%

ACTIVITY REPORTS: Printed as received.

Operations Report: Presented by Operations Manager Wes Harris.

Completed 65 work orders.

Performed end of season service on all small mowers.

Took delivery and completed training on new MB Blower and Broom trucks.

Performed annual maintenance of rotating beacon.

Hung new heater in Hertz Thrifty car wash.

Performed emergency repair of concrete on Runway 17/35.

Finished painting parking lot.

Weekly and monthly Inspections completed.

Monthly and quarterly maintenance performed on all equipment.

Numerous other daily projects and repairs completed and scheduled.

Executive Director Olson reported the clutch is out on Rescue One. Global ARFF technicians inspected and will work with Oshkosh to see if they will replace the defective assembly.

Facility Report: Presented by Facility Manager Steve Magnuson.

Jet bridge is back in service. Canopy actuators on back order.

Hangar 113 roof replacement is underway. Weathercraft Roofing.

Garage door project for building 700B is in progress. Hoping for completion by October 30. Kleint Construction

Sprinkler systems blown down and ready for winter.

Parking lot rates raised by \$2 per day.

Removed old Grand Island sign.

New Grand Island sign, placed river rock on landscape fabric surrounding lights and up to existing rock area.

Bad window panels in passenger holding area replaced.

Replaced broken door latch on café/restaurant door.

Prepped Hiniker snow plow for winter.

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 Report Presented by Executive Director Olson.

AIP-044 – CARES Act Grant

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

- Vendor: M-B
- Delivery Date Was Sept. 19, 2022 (Monday)
- Final Inspection/Training Was Sept. 21, 2022 (Wednesday)
- No “Major” Issues Found During Final Inspection.
- Benesch Following Upon On Minor Missing “Closeout” Paperwork from M-B
- 50/50 Poly/Wire Cassettes Are Pending On Broom (Manufacturer Delays)
- Closeout Underway by Benesch. Target Closeout Submittal in November 2022.

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-050 - Airfield Lighting & NAVAID Upgrades

- Benesch Currently Working On Final Design (Currently at about 85% Design).
- Current Engineer’s Estimate (85% Design) Tracking Slightly Below ACIP Data Sheet Estimate.
- 95% Submittal Deadline is November 19, 2022. Benesch To Submit In Advance of Deadline.

Locally Funded – Parking Lot Improvements (Canopies, Concrete Median Upgrades)

- Benesch Currently Compiling Specification Booklet With Integrity/Benesch Info Combined.
- Benesch Received Integrity Final 95% Documents on 10/17/2022
- Will Advertise Project in November 2022.
- Plan to Take Bids to December 2022 Board Meeting.

Locally Funded – Landside Planning Study

- Benesch Finally Received Utility Information from City’s GIS on 10/14/2022.
- Benesch Working to Finalize Draft Exhibit for HCAA Review Late This Week or Early Next Week.
- Plans will be presented at the November 16th meeting.

Sewer Project: Olson attended a meeting yesterday with the contractor, city and Olsson. There will be a 2–3-week road closure on Sky Park Road and Baron Lane. Currently they have one dewatering well pumping less than 1,800 gallons per minute and plan on shutting off well in 2-3 weeks. Project is slated for completion mid-January 2023.

Tenant Report: Zach Thompson reported fuel sales and cargo flights are up. Trego Dugan added an Amazon cargo facility in Charleston, SC and one in Manchester, NH. They have added Frontier airlines in a couple other cities. Trego Dugan currently has approximately 2,500 employees.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-54: AIRLINE OPERATING AGREEMENT AND TERMINAL LEASE WITH AMERICAN AIRLINES, LLC.

Motion by O'Neill, second by Werner Resolution authorizing the Board Chair to execute the Airline Operating Agreement and Terminal Lease with American Airlines, LLC. The term of this agreement commences September 1, 2022 and terminates on August 31, 2025. Rent is \$2,010/month for exclusive use of 101 sq. ft. of ticket counter space and 416 sq. ft. of office space in Building 100 located at 3773 Sky Park Road, Grand Island, NE. For the second-year lease year and each lease year thereafter, terminal rent shall increase by two-percent (2%) per year above prior years lease rent. Upon roll call vote, motion was approved with 4 Yes votes: Werner, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-55: LEASE EXTENSION AGREEMENT WITH DWAYNE BERGGREN

Motion by Victor, second by O'Neill Resolution authorizing the Executive Director to execute the Lease Extension Agreement with Dwayne Berggren for Building A located at 3565 Sky Park Road, Grand Island, NE. Lease term is extended for two (2) years effective December 1, 2022 and terminating November 30, 2024. Rent shall be increased to \$378.53/month plus \$37.42/month for insurance. Upon roll call vote, motion was approved with 4 Yes votes: Werner, Quandt, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 22-56: AWARD PARKING ACCESS AND REVENUE CONTROL SYSTEMS (PARCS) BID TO FISHER PARKING

Motion by O'Neill, second by Victor Resolution authorizing the Executive Director to award the Parking Access and Revenue Control Systems (PARCS) Bid to Fisher Parking from Omaha, NE. Notice was published in the Grand Island Independent on August 11 & 18, 2022, and on August 11, 2022, the RFP package was sent to seven (7) vendors. On September 23, 2022, four (4) bids were received: Fisher Parking from Omaha, NE for \$522,521.00; SKIDATA, Inc. from Phoenix, AZ for \$471,615.00; DESIGNA from Westmont, IL for \$249,229.00; and Advanced Parking Systems from Denver, CO for \$261,212.12. Integrity Parking Systems consultant Lee Shorts reviewed bids, and recommends the award to Fisher Parking in the amount of \$522,521.00. Upon roll call vote, motion was approved with 4 Yes votes: Werner, Quandt, O'Neill, Victor.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.

- a) Legislative Update. Government will run on a continuing resolution until February 2023.
- b) On Monday, October 17th, Congressman Mike Flood, Nebraska State Senators Lou Ann Linehan and Eliot Bostar, and Nebraska Chamber President Bryan Slone held a press conference at the Central Nebraska Regional Airport's Administrative Building, promoting Amendment 1 and advocating for its passage on the November ballot. Amendment 1 is a constitutional amendment that, if approved would amend the state constitution to allow political subdivisions that own or operate an airport to spend money to develop new or expanded regularly scheduled commercial passenger flights. Brian Levander of Levander's Automotive & Towing, and Will Armstrong, Board President of the Grand Island Area Economic Development spoke in support of Amendment 1.
- a) 2023 Nebraska State Fly In will be held in Grand Island on Saturday, June 3rd. Executive Director Olson stated Sheryl Strobel from StrobeLink is developing sponsorship packages. Three acts have been confirmed, with plans to obtain five more, as well as securing vintage aircraft. The internal committee has been working on food vendors and security for event. The Airport will provide a bus shuttle service from a north and south location to alleviate the limited parking here at the airport. There will be a \$5 fee per vehicle to park and a \$5 admission fee with six and under free.

ANNOUNCEMENTS:

- a) Next Board Meeting is November 16, 2022.
- b) Planning Session will follow the December 21, 2022 Board Meeting.

EXECUTIVE SESSION:

Motion by Werner, second O'Neill to go into Executive Session at 9:07 a.m. to discuss airline, lease, and personnel negotiations. Upon roll call vote, motion was approved with 4 Yes votes: Werner, Quandt, O'Neill, Victor.

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Motion by Victor, second by O'Neill to come out of Executive Session with no decisions being made and reconvene to Regular Session at 10:14 a.m. Upon roll call vote, motion was approved with 4 Yes votes: Werner, Quandt, O'Neill, Victor.

189 ADJOURNMENT:
190 Meeting was adjourned at 10:16 a.m.
191
192 HALL COUNTY AIRPORT AUTHORITY
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196 _____
196 Debra Potratz | Office Manager
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200 _____
200 Brian Quandt | Board Chair
201 Ryan O'Neill | Board Secretary/Treasurer
202 (SIGNATURES ON FILE)