



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | April 21, 2021

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 April 21, 2021. Notice of Meeting was given in the *Grand Island Independent* on April 14, 2021. Board Vice Chair Werner called the meeting to order at 8:00 a.m. and announced location of the Nebraska Open Meeting Act for public viewing.

REVIEW OF AGENDA.

PUBLIC COMMENT REQUESTS: Vince Dugan, 3021 W Leota, North Platte, NE, Trego-Dugan Aviation of Grand Island, Inc. requested to speak on Agenda Item Number 7, F. Tenant Update.

PLEDGE OF ALLEGIANCE: Was said in unison.

AIRPORT AUTHORITY BOARD MEMBER(S) PRESENT: Vice-Chair Lynne Werner, Secretary-Treasurer Ryan O'Neil, Tim Victor.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: Chair Brian Quandt, Joe Cook.

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Accounting Manager Debbie Hand, Office Manager Debra Potratz, 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 held March 17, 2021
- Minutes from the Special meeting held March 25, 2021
- RESOLUTION 21-25: Claims 3613-3223

Motion by O'Neill, second by Victor to approve the Consent Agenda. Upon roll call vote, motion was approved with 3 Yes votes: Werner, O'Neill, Victor.

DISCUSSION AND ACTION AGENDA:

FINANCIAL REPORT: By Accounting Manager Debbie Hand.

Budget Narrative Ending March, 2021 3rd Month of 2nd Qtr.: 50.00%	Current Amount March	YTD Amount Oct 20 - Sep 21	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	\$226,602.33	\$792,616.47	\$1,525,660.00	51.95%	\$733,043.53
Operating Expenses	\$192,125.15	\$1,073,960.17	\$2,235,274.00	48.05%	\$1,161,313.83
Total Operating Income/(Loss)	\$34,477.18	(\$281,343.70)	(\$709,614.00)	39.65%	(\$428,270.30)
Tax Levy - Bond	\$24,882.75	\$276,943.31	\$1,176,471.00	23.54%	\$899,527.69
Tax Levy - General	\$3,865.41	\$74,692.33	\$217,322.00	34.37%	\$142,629.67
Tax Levy - General Fund Designated for Air Service Development	\$7,076.68	\$47,070.63	\$300,000.00	15.69%	\$252,929.37
Net Income/(Loss)	\$68,321.07	(\$405,520.76)	(\$2,669,299.00)	15.19%	(\$2,163,778.24)

ACTIVITY REPORTS:

GRI Air Traffic Operations Report by Executive Director Olson.

GRI	Itinerant Operations					Local Operations			Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military	TOTAL OPS	Civil	Military	TOTAL LCL	
Mar 2021	27	299	648	118	1,092	354	186	540	1,632
Mar 2020	28	279	344	54	705	184	60	244	949
% Change	-4%	7%	88%	119%	55%	92%	210%	121%	72%

Enplanement Report by Executive Director Olson.

	Allegiant	No. of Flights LAS IWA	Load Factor	American	No. of Flights	Load Factor	Charters	No. of Flights	Mo Enplanements	Yr to Date
Mar 2021	2,129	21 9 13	59%	2,534	61	83%	146	1	4,809	11,785
Mar 2020	1,687	15 5 10	67%	1,314	59	51%	0	0	3,001	13,537
+/- %	26%	40%	-12%	93%	3%	65%	100%	100%	60%	-13%

Operations Report - Doug Brown: Installed signage on wildlife fence and gates. Working on Airport Security Plan rewrite bringing airport up to CAT III. Preparing for Annual AEP tabletop to be held May 11th via zoom. Annual ARFF Burn training is scheduled for May 25th. Ground chipped paint off of runways, taxiways and ramp and making runway concrete repairs. Wausau is still working on AIP40 SRE Snow Blower/Broom hydraulic system.

Facility Report - Steve Magnuson: Continue to fog sanitize the terminal using an electrostatic machine. All PARCS machines are operational. Annual jet bridge inspection was completed by Ameribridge. Provide exit door security on all departing commercial flights. The face mask mandate for airport areas will expire on May 11th.

Project Reports: Alfred Benesch & Company Project Update by Executive Director Olson:

AIP-040 – SRE Broom/Blower Acquisition

- Update on FAA correspondence regarding on-going Wausau equipment issues.

AIP-041 – ARFF (Fire Fighting) Truck & AIP-042 ARFF (Fire Station) Facility

- HCAA sent final closeout booklets into FAA.
- Awaiting final grant amendments from FAA. FAA processing amendments.

AIP-043 – Wildlife Fence

- Contractor: Elkhorn Fence (from Valley, NE)
- Resume work issued Tuesday, April 6, 2021.
- Allotted 180 calendar days expired on Monday April 19, 2021. L.D.s = \$500/Day.
- Approximately 2 to 3 weeks of work left.
- **Remaining Work:** Some old fence removals, last 25% of the wildlife skirt, seed/mulch.
- Will have small overall project cost **under-run**.
- Benesch waiting on contractor pricing to finalize C.O. (Deduct) to square up As-Built quantities.

AIP-044 – CARES Act Grant

AIP-045 – SRE Plow/Spreader Acquisition

- Project was bid on Thursday, February 25, 2021.

- M-B was the low bid.
- Grant Application submitted by HCAA to FAA on March 23, 2021.
- Currently waiting for FAA to extend grant offer.
- Upon receipt of FAA grant offer, contracts with M-B will be finalized. then issue NTP.
- Allotted contract time: 300 calendar days.

Grant -044 CARES Act – SRE Broom Acquisition

- Benesch currently designing Project Specification Booklet.
- Benesch/HCAA Design Coordination Meeting scheduled: Monday 4/26/2021.
- Benesch to submit 95% review spec to FAA by end of April.
- Target Bid Opening: Mid to late June (Contingent upon FAA review comments turnaround).

Grant -044 CARES Act – SRE Blower Acquisition

- Benesch Agreement to be approved at HCAA meeting today.

Tenant Update: Vince Dugan, President of Trego-Dugan Aviation (TDA), stated the airlines are rebounding and load factors are on the rise. Leisure travel is up, but noted business travel is down due to virtual meetings. The Ultra-Cost Low Airlines (UCLAs) Spirit, Frontier and Allegiant, are seeing a massive opportunity and two new airlines have launched, Breeze Airways and Avelo Airlines. The Legacy carriers Delta, United, American, etc., relied heavily on the business travelers and have been hit harder by the pandemic. TDA has seen over 25 RFP from airlines and in the next five weeks TDA is opening in seven new cities. TDAs General Aviation private charters are experiencing an increase with leisure travelers.

Dugan reported that the Grand Island airline ground handling refurbishing equipment business is continuing to expand. They are currently seeing a high demand for equipment and have shipped out 13 truckloads of equipment. The new airline Avelo has awarded TDA five new cities. Every new station requires two belt loaders, two tugs, a push back, and eight carts which they call battle group units. TDAs objective is to have two to three units ready to go at any time.

TDA has increased staff and have redesigned their infrastructure. There has been pressure to increase wages on entry level positions, of which they did to \$15/hr. Prior to the pandemic they had 1,250 employees and that number fell to 790 during the pandemic. They anticipate to be fully staffed by June. TDA will operate in over 40 cities by the end of May.

On the local level, Executive Director Olson commented about the consolidation of ground service equipment and moving operations into Building 112 and moving out of Building 109. Olson noted the FAA came out with safety guidelines that require airports, general aviation airports, and FBOs to retrofit their fuel farms and mobile refuelers with automatic shutdown systems (aka: "scully type" systems) by June 2nd. Olson urged Dugan to be in compliance by then because of the potential ramifications for both the airport and TDA. Dugan stated they were on top of this and are waiting clarification of possibly being grandfathered in by the National Air Transportation Association (NATA). Dugan stated TDA will just go ahead and comply with this requirement.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-26: CONSULTANT AGREEMENT WITH ALFRED BENESCH AND COMPANY FOR SNOW REMOVAL EQUIPMENT (SRE) ACQUISITION FOR CARRIER VEHICLE WITH SNOW BLOWER.

Motion by O'Neill, second by Victor authorizing the Executive Director to execute the Consultant Agreement with Alfred Benesch and Company for Snow Removal Equipment (SRE) Acquisition for Design, Bidding, and Equipment Delivery/Inspection for a Carrier Vehicle with Snow Blower. Summary of Engineering Fees are \$17,172 for the Design Phase, \$7,888 for the Bidding Phase, and \$14,093 for the Equipment Inspection and Closeout for a total of \$39,153. Upon roll call vote, motion was approved with 3 Yes votes: Werner, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-27: APPROVAL TO CLOSE THE 2018 BOND ACCOUNT AT GREAT WESTERN BANK AND TRANSFER REMAINING FUNDS TO AUTHORITY'S GENERAL CHECKING ACCOUNT AT GREAT WESTERN BANK.

*Motion by Victor, second by O'Neill authorizing the Executive Director to close the 2018 Bond Account Bank at Great Western Bank and transfer remaining funds of \$26,941.46 to the Hall County Airport Authority's General Checking Account at Great Western Bank. Great Western Bank Acct #****525, Opened 05/29/2018, Balance at 03/30/2021 - \$26,941.46 (Interest Earnings Only). This account was funded by the 2018 Bond Series for \$4,101,867.10 on June 1, 2018. It was opened to pay and track Qualified Bond Expenditures for the following projects: Demo Passenger & FBO Terminals; PARCS – Equipment, Civil Construction; South Ramp General Aviation Development Planning; HCAA Administration Building / Site Improvements; Pedestrian Crosswalk Improvements; Building Improvements; Crack, Joint, Seal Projects to Taxiways/Runways (Non-Federal Portion). Checks were written from the GWB – General Checking Account. Transfers were then made from this account to reimburse the General Checking Account for the Qualified Bond Expenditures only. The final transfer was made on November 14, 2019. The account has been earning interest since that time. On March 18th, at our meeting with Bob Beran, CPA at Dana F. Cole & Company LLP, to review Audit Completed for September 30, 2020 and 2019, we were advised that we are ok to transfer the remaining monies into the GWB – General Checking Account and close this account. This Resolution 21-27 is asking for approval to close the 2018 Bond Series account, as per Great Western Bank's banking requirements. Upon roll call vote, motion was approved with 3 Yes votes: Werner, O'Neill, Victor.*

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-28: ACCEPT THE U.S. DEPARTMENT OF TRANSPORTATION/FEDERAL AVIATION ADMINISTRATION GRANT OFFER NO. 3-31-0034-047-2021 AIRPORT CORONAVIRUS RESPONSE GRANT PROGRAM (ACRGP) CONCESSIONS RELIEF ADDENDUM.

Motion by O'Neill, second by Victor authorizing the Hall County Airport Authority's Executive Director Michael Olson or Board Chair Brian Quandt, and Authority Attorney Ronald Depue to Accept the U.S. Department of Transportation/Federal Aviation Administration Grant Offer No. 3-31-0034-047-2021 Airport Coronavirus Response Grant Program (ACRGP) Concessions Relief Addendum in the amount of \$15,101. Upon roll call vote, motion was approved with 3 Yes votes: Werner, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-29: STORAGE BUNKER LEASE AGREEMENT WITH ELLIS ELECTRIC, LLC FOR BUNKER 301.

Motion by Victor, second by O'Neill authorizing the Executive Director to execute the Storage Bunker Lease Agreement with Ellis Electric, LLC for Bunker 301 located at 2563 Ammunition Way, Grand Island, NE. Lease Term commenced April 1, 2021 and is on a month-to-month basis. Rent for Bunker is \$125/mo. Tenant shall also pay additional rent of \$50/mo. for outdoor storage near bunker for two-wheeled trailers at \$25 each/mo. The additional rent for trailers is on a month-to-month basis. Upon roll call vote, motion was approved with 3 Yes votes: Werner, O'Neill, Victor.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.

- a) Legislative Report. Nebraska State Senator Flood introduced LB 83 Change public meeting provisions and provide for virtual conferencing under the Open Meetings Act.

On the Federal level, they are negotiating how much airports, concessions and third-party ground handlers are going to receive from the infrastructure bill passed last month.

ANNOUNCEMENTS:

- a) Blood Drive – Passenger Terminal May 4, 2021 from 8am – 2 pm.
- b) Next Board meeting – May 19, 2021. Board photo following meeting.

EXECUTIVE SESSION:

188 *Motion by O'Neill, second by Victor to go into Executive Session at 9:20 a.m. to discuss airline, lease, and*
189 *contract negotiations. Upon roll call vote, motion was approved with 3 Yes Votes: Werner, O'Neill, Victor.*
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191 *Motion by Victor, second by O'Neill to come out of Executive Session with no decisions being made and*
192 *reconvene to Regular Session at 10:20 a.m. Upon roll call vote, motion was approved with 3 Yes Votes:*
193 *Werner, O'Neill, Victor.*
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195 ADJOURNMENT:

196 Meeting was adjourned at 10:20 a.m.
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198 HALL COUNTY AIRPORT AUTHORITY
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201 _____
202 Debra Potratz | Office Manager
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206 Brian Quandt | Board Chair
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206 Ryan O'Neill | Board Secretary/Treasurer
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208 (SIGNATURES ON FILE)