HALL COUNTY AIRPORT AUTHORITY │ MINUTES
Regular Meeting │February 17, 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 February 17, 2021. Notice of Meeting was given in the *Grand Island Independent* on February 10, 2021. Board Chair Quandt called the meeting to order at 8:03 a.m. and announced locations of the Nebraska Open Meeting Act for public viewing.

REVIEW OF AGENDA. Executive Director Mike Olson requested to pull Resolution 21-09 and Resolution 21-10 from the 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'Neil, 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, 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 January 20, 2021.
- RESOLUTION 21-06: Claims 3592-3602.

Motion by O'Neill, second by Cook 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: Accounting Manager Debbie Hand. Year-to-date parking revenue is down 54% ($224,301.93) compared to January 2020.

Budget Narrative Ending January, 2021 1st Month of 2nd Qtr : 33.33%	Current Amount January	YTD Amount Oct 20 - Sep 21	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income*	$111,420.64	$415,199.60	$1,525,660.00	27.21%	$1,110,460.40
Operating Expenses	$178,765.68	$682,282.87	$2,235,274.00	30.52%	$1,552,991.13
Total Operating Income/(Loss)	**($67,345.04)**	**($267,083.27)**	**($709,614.00)**	**37.64%**	**($442,530.73)**
Tax Levy - Bond	$93,451.38	$179,933.15	$1,176,471.00	15.29%	$996,537.85
Tax Levy - General	$12,486.66	$50,499.07	$217,322.00	23.24%	$166,822.93
Tax Levy - General Fund Designated for Air Service Development	$28,604.96	$28,604.96	$300,000.00	9.53%	$271,395.04
Net Income/(Loss)	**($129,976.75)**	**($329,202.42)**	**($2,669,299.00)**	**12.33%**	($2,240,096.58)

ACTIVITY REPORTS:
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**
Jan 2021	29	247	268	68	**612**	126	64	**190**	**802**
Jan 2020	28	258	335	57	**678**	258	132	**390**	**1,068**
% Change	4%	-4%	-20%	19%	**-10%**	-51%	-52%	**-51%**	**-25%**

Enplanement Report by Executive Director Olson.

Olson reported in February we had 18 cancelled flights due to inclement weather, 16 American flights and 2 Allegiant (AZA) flights. Year-to-date we are down 37% compared to last year. This percentage is below the national average of 60%.

	Allegiant	**No. of Flights LAS|IWA**	**Load Factor**	**American**	**No. of Flights**	**Load Factor**	**Charters**	**No. of Flights**	**Mo Enp**	**Yr to Date**
Jan 2021	1,634	17 9|8	58%	1,694	60	58%	0	0	**3,328**	3,328
Jan 2020	2,951	19 9|10	93%	2,031	57	80%	308	2	**5,290**	5,290
+/- %	-45%	-11%	-38%	-17%	5%	-28%	-100%	-100%	-37%	-37%

Executive Director Olson commended the Operations and Facility staff for all their hard work during the snow events.

Operations Report - Doug Brown: Weathered several major snow/ice events. The new Wausau snow dozer is down for 3-4 weeks due to hydraulic system issues. All gates are installed and operating on the new wildlife fence. Continues to mix own deicing brine which equates to a 50% savings over purchasing liquid deicer.

Facility Report - Steve Magnuson: Continues to fog sanitize the terminal daily using electrostatic machine. One PARCS machine is down. Weathered several major snow/ice events. Received several tenant plumbing freeze up issues due to heat tapes not being plugged in. All resulted in damage and needing repaired.

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

AIP-041 – ARFF (Fire Fighting) Truck
• Closeout booklet completed by Benesch.
• HCAA sent booklet into FAA on 2/11/2021.

AIP-042 – ARFF (Fire Station) Facility
• Closeout booklet completed by Benesch.
• HCAA reviewing/finalizing booklet and will send it off to FAA soon.

AIP-043 – Wildlife Fence
• Contractor: Elkhorn Fence (from Valley, NE)
• Temporary Suspension of Work (Winter Weather) Issued January 22, 2021.
• Looking to Resume Work in Late March 2021.
• Currently 166 days out of allotted 180 calendar days used.

- All woven wire fabric fence and gates, as well as wood fence and gates are complete.
- Some old fence removals still pending.
- 44% of wildlife exclusion fence skirt has been installed to date.
- Still projecting a small overall project cost under-run. No Change Orders issued to date.

AIP-044 – CARES Act Grant

AIP-045 – SRE Plow/Spreader
- Project currently on the street for bids
- Bid opening date is Thursday February 25, 2021.
- Currently have interest from: M-B (Chilton, WI), McQueen Equipment – Oshkosh Dealer (Lincoln, NE) Wausau (Fond du Lac, WI) and Master Tech Truck and Equipment (Wichita, KS). M-B and McQueen are showing the most interest.

AIP – 46 Snow Broom
- Project will be funded by CARES Act Funds.
- Approve Benesch Scope and Fee contract at March meeting.

There is potential for another AIP Project for a new Snow Blower using CARES Act funds.

Tenant Update: None.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-07: LEASE AGREEMENT WITH CORNERSTONE OVERHEAD DOOR, LLC FOR BUILDING 854 LOCATED AT 1850 CITATION WAY, GRAND ISLAND, NE.

Motion by Cook, second by O'Neill authorizing the Executive Director to execute the Lease Agreement with Cornerstone Overhead Door, LLC for Building 865 located at 1850 Citation Way, Grand Island, NE. Lease Term commences March 1, 2021 and terminates February 28, 2022. Rent is $550/month plus $64.84/month for insurance. Upon roll call vote, motion was approved with 4 Yes Votes: Cook, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-08: APPROVE PROPOSAL AND AGREEMENT FOR AIR SERVICE CONSULTING SERVICES WITH MEAD & HUNT, INCORPORATED.

Motion by O'Neill, second by Victor authorizing the Executive Director to execute the Proposal and Agreement with Mead & Hunt, Inc., for Air Service Consulting Services. The Scope of Service includes preparing custom presentations and assisting at each airline meeting during the Mead & Hunt's Virtual Air Service Development Conference on March 30-April 1, 2021. Mead & Hunt will be compensated a lump sum of $4,350 for the presentation preparation and assistance at meetings. Upon roll call vote, motion was approved with 4 Yes Votes: Cook, Quandt, O'Neill, Victor.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.

a. The city mask mandate expires February 23, 2021, however the CDC health initiative mandates airports to require wearing masks until May 1, 2021.
b. Nebraska LB175 introduced by Senator Friesen creates the Department of Transportation Aeronautics Capital Improvement Fund, and redirects the proceeds derived from the sale and use taxes on the sale or lease of aircraft to the fund for the improvement of public airport infrastructure.
c. Legislative report.
    a. Federal side – CARES Act stimulus funds were received last spring and another stimulus was received in December 2020. The latter included an Airport Coronavirus Response Grant Program. This includes two grants. The first grant is for concessions to help with shortfalls. The second grant is a continuation of the CARES ACT to fund operations, personnel expenses and capital development in terminal. Another stimulus package for $1.9 trillion is being proposed, and if approved, $8 billion would be allocated to airports covering 100% of FY 21 projects.

ANNOUNCEMENTS:

a) Next Board meeting – March 17, 2021.

EXECUTIVE SESSION:

Motion by Cook, second by O'Neill to go into Executive Session to discuss airline, lease, and contract negotiations. Upon roll call vote, motion was approved with 4 Yes Votes: Cook, Quandt, O'Neill, Victor. Board went into Executive Session at 8:50 a.m.

Motion by Cook, second by Victor to come out of Executive Session with no decisions being made and reconvene to Regular Session. Upon roll call vote, motion was approved with 4 Yes Votes: Cook, Quandt, O'Neill, Victor. Board came out of Executive Session and into Regular Session at 9:48 a.m.

ADJOURNMENT:

Meeting was adjourned at 9:48 a.m.

HALL COUNTY AIRPORT AUTHORITY

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Debra Potratz | Office Manager

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Brian Quandt | Board Chair Ryan O'Neill | Board Secretary/Treasurer

(SIGNATURES ON FILE)