



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | January 20, 2021

Due to Executive Order 20-36 Corona Virus Public Meeting Requirement Limited Waiver, signed by Nebraska Governor Pete Ricketts on November 25, 2020, the January 20, 2021 Hall County Airport Authority meeting was held via Zoom. Access to the meeting was posted on the HCAA website at www.flygrandisland.com and was made available to the Public and Media.

Pursuant to due call and notice thereof, the Regular Meeting of the Hall County Airport Authority (HCAA) Board was held via Zoom at the Airport Authority Board Room located at 3579 Sky Park Road, Grand Island, Nebraska 68801 on January 20, 2021. Notice of Meeting was given in the *Grand Island Independent* on January 13, 2021. Board Chair Quandt called the meeting to order at 8:01 a.m. and announced locations 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.

INTRODUCTION OF NEW BOARD MEMBER TIM VICTOR. Chair Brian Quandt introduced newly elected Hall County Airport Authority Board Member Tim Victor and asked him to say a few words. Tim Victor said he works at Computer Concepts and has had an interest in aviation for a long time. His experience includes 8 years on the Cedar Hollow School Board and 6 years on the Northwest School Board.

ELECTION OF OFFICERS. Motion by Werner for Brian Quandt for Board Chair. Second by O'Neill. Upon roll call, motion was approved with 5 Yes votes: Quandt, Werner, Cook, O'Neill, Victor. Motion by O'Neill for Lynne Werner for Board Vice-Chair. Second by Cook. Upon roll call, motion was approved with 5 Yes votes: Quandt, Werner, Cook, O'Neill, Victor. Motion by Werner for Ryan O'Neill for Board Secretary/Treasurer. Second by Victor. Upon roll call, motion was approved with 5 Yes votes: Quandt, Werner, Cook, O'Neill, Victor.

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

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: None.

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Accounting Manager Debbie Hand, Operations Manager Doug Brown, Facility Manager Steve Magnuson, Office Assistant Carole Harmon,

LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting held December 16, 2020
- RESOLUTION 21-01: Claims 3581-3591

Motion by Werner, second by O'Neill to approve the Consent Agenda. Upon roll call vote, motion was approved with 5 Yes votes: Quandt, Werner, Cook, O'Neill, Victor.

DISCUSSION AND ACTION AGENDA:

FINANCIAL REPORT: Executive Director Olson presented the Financial Report

3rd Month of 1st Qtr : 25.00%	Current Amount December	YTD Amount Oct 20 - Sep 21	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income*	\$102,829.72	\$303,778.96	\$1,525,660.00	19.91%	\$1,221,881.04
Operating Expenses	\$145,195.44	\$503,517.19	\$2,235,274.00	22.53%	\$1,731,756.81
Total Operating Income/(Loss)	(\$42,365.72)	(\$199,738.23)	(\$709,614.00)	28.15%	(\$509,875.77)
Tax Levy - Bond	\$5,140.85	\$86,481.77	\$1,176,471.00	7.35%	\$1,089,989.23
Tax Levy - General	\$2,245.91	\$38,012.41	\$217,322.00	17.49%	\$179,309.59
Tax Levy - General Fund Designated for Air Service Development	\$0.00	\$0.00	\$300,000.00	0.00%	\$300,000.00
Net Income/(Loss)	(\$87,174.49)	(\$199,225.67)	(\$2,669,299.00)	7.46%	(\$2,370,073.33)

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	
Dec 2020	36	292	350	90	768	317	86	403	1,171
Dec 2019	38	286	465	51	840	268	150	418	1,258
% Change	-5%	2%	-25%	76%	-9%	18%	-43%	-4%	-7%

Enplanement Report by Executive Director Olson. Executive Director Olson pointed out that we are at about 52% of last year's total. The national average for small hub and non-hub airports is about 45% of their last year's total so we are above the average. Also Allegiant is adding a third Phoenix/Mesa flight every week on Wednesday's this Spring, starting 2/10 through 3/24. Executive Director Olson also said that all international travelers arriving in the United States need to have a negative Covid test, with the test being done 72 hours prior to departure.

	Allegiant	No. of Flights LAS IWA	Load Factor	American	No. of Flights	Load Factor	Charters	No. of Flights	Mo Enp	Yr to Date
Dec 2020	1,891	19 7 12	60%	2,094	59	72%	24	1	4,009	36,847
Dec 2019	4,169	30 18 12	85%	2,395	67	84%	0	0	6,564	71,207
+/- %	-55%	-5%	-29%	-13%	-12%	-14%	0%	0%	-39%	-48%

Operations Report - Doug Brown: Completed FAA Part 139 and TSA required training. Fixed roofs and walls on Industrial Park buildings due to recent wind storm. Assisted the fence contractor when needed. Will be starting on the re-write of the Airport Security Program with a planned completion date of September 2021. Performed aircraft audit for FAA and will report to Hall County Assessor. This year we have 29 aircraft stationed here – last year we had 28. Replaced nozzles on Tyler De-Icer sprayer. We had a couple ice and snow events. Continue to mix our own deicing brine so haven't had to purchase any liquid deicer from Alpine 11 which is a significant savings. Adjusted hangar doors and numerous other daily projects.

Chair Brian Quandt asked Doug to comment on how the restaurant business is going. Doug stated business is at about 55-60% of last year. It was at about 5% in the beginning but it is improving.

Facility Report - Steve Magnuson: Continues to fog sanitize the terminal daily using electrostatic machine. For the first time, in quite some time, all parking lot machines are working. Work performed on Building 670 – removed old pressure washer and replaced damaged ceiling tiles. Roof repairs have been ordered for Building 852. Two Trego Dugan employees were trained on the Jet Bridge. Door lock repairs on Gate 1 foyer and baggage bay were completed. Monthly maintenance and daily operation checks on the jet bridge were done. Conduct bi-weekly parking lot surveys and are averaging around 140 vehicles. Provide security on the exit door for all departing commercial flights.

Project Reports: Alfred Benesch & Company Project Manager Andy Beil gave an overview of current projects.

AIP-041 (AARF Vehicle):

- Manufacturer: Oshkosh
- Closeout booklet documentation was submitted to HCAA on 12/23/20 and once documents have been reviewed and signed, it will be sent to FAA for their closeout process.

AIP-042 (ARFF Facility):

- Contractor: Chief Construction
- Benesch will be dropping off the closeout booklet to HCAA on 1/20/21.

AIP-043 (Fence):

- Contractor: Elkhorn Fence
- About 160 days into the 180 day project.
- All of metal fence has been completed around the entire perimeter of the airport.
- Elkhorn is wrapping up the wood fence on the north end by the NAVAIDS.
- The last two gates are being installed this week.
- About 10,000 of the 36,000 feet of skirting, that gets buried into the ground, is complete.
- Received a temporary winter shut-down request from the contractor to begin 2/1 due to the challenging conditions.
- Benesch has received an additional calendar day request from the contractor and Benesch is reviewing and will give their recommendation to the Airport Authority shortly.
- Benesch is still projecting a small overall project cost underrun. There are no change orders to date. There will be one change order coming up just to square up some “as-built” conditions.

AIP-045 (Snow Removal Equipment (SRE) Acquisition):

- Plow/liquid deicer spreader.
- Submitted 95% documents to FAA on 12/30. Received one minor comment back on 1/12.
- Target bid advertising date is February 1, 2021 and will be targeting a bid opening in late February. The project is about a month ahead of schedule.

Tenant Update: Trego-Dugan Aviation of Grand Island President, Vince Dugan, reported they have submitted two additional applications under the Cares Act, one as an air carrier and one as an airline contractor. Funds available are less so expect them to be pro-rated down substantially. Have reached an agreement with the high school to provide an aircraft to assist with instruction to the students in their aviation sciences program. Lastly, Trego Dugan has hired back Brynne Soukup as Manager of General Services Equipment here and to assist in the field.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-02: ESSENTIAL AIR SERVICE (EAS) RECOMMENDATION FOR (GRI) GRAND ISLAND, NEBRASKA.

Motion by Werner, second by Cook - Resolution being the Hall County Airport Authority Board will make the following recommendation to the Department of Transportation (DOT) for air service in Grand Island

under the Essential Air Service program: American Airlines will provide 12 weekly round trips from the Central Nebraska Regional Airport in Grand Island, NE (GRI) to Dallas/Fort Worth International Airport (DFW) in Dallas/Fort Worth, TX, utilizing an ERJ-145 50-seat jet. The term is for a two-year period from July 1, 2021 through June 30, 2023, with an annual subsidy of \$1,016,713.00 the first year and \$462,981.00 the second year. The Hall County Airport Authority agrees to waive the right to hold-in American Airlines services upon issuance of 120 days-notice to terminate service. Upon roll call vote, motion was approved with 5 Yes Votes: Quandt, Werner, Cook, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-03: LEASE AGREEMENT WITH TRI CITY AGENCY FOR BUILDING 670 LOCATED AT 3810 SKY PARK ROAD, GRAND ISLAND, NE.

Motion by Werner, second by O'Neill authorizing the Executive Director to execute the Lease Agreement with Tri City Agency for Building 670 located at 3810 Sky Park Road, Grand Island, NE. Lease Term commences February 1, 2021 and terminates on January 31, 2026. Rent is \$3,725/month, plus \$327.25/month for insurance. Upon roll call vote, motion was approved with 5 Yes Votes: Quandt, Werner, Cook, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-04: APPROVE REVISED AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP) 2021-2025 DATED JANUARY 20, 2021.

Executive Director noted this is a list of Federally Funded Projects and pointed out that a project has been added for 2021, the Runway Snow Broom, which will be funded with Cares Act money at an estimated cost of \$700,000.00.

Motion by Cook, second by O'Neill - Resolution approving the Airport Capital Improvement Plan (ACIP) 2021-2025 dated January 20, 2021. The ACIP will be sent to the Nebraska Department of Transportation – Division of Aeronautics and the Federal Aviation Administration for review. Upon roll call vote, motion was approved with 5 Yes Votes: Quandt, Werner, Cook, O'Neill, Victor.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 21-05: APPROVE PAYMENT TO TREGO DUGAN AVIATION FOR REIMBURSEMENT OF UTILITY EXPENSE.

Motion by O'Neill, second by Cook – Resolution approving payment to Trego Dugan Aviation of \$46,734.16 for reimbursement of utility expense mistakenly billed to and paid by Trego Dugan Aviation. Upon roll call vote, motion was approved with 5 YES Votes: Quandt, Werner, Cook, O'Neill, Victor.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.

- a. Legislative report. 1) State Legislature: Legislative Bill 175 was introduced by Senator Friesen in the State Legislature. What that bill does is any sales tax on the lease or purchase of an aircraft will go to a specific fund for the DOT-Aeronautics Division. This will be a fund to help small airports develop. 2) Congress: The new stimulus bill that was approved by Congress and the White House provides money for airports as well as ground handlers and airlines. We just received the guidance so we will read through it and determine our eligible expenses. We have until June to submit the grant. We don't have a dollar amount yet. It will be a very easy process for acceptance.

ANNOUNCEMENTS:

- a) Next Board meeting – February 17, 2021. Will be held in person with face masks required.

EXECUTIVE SESSION:

Motion by Werner, second by Cook to go into Executive Session to discuss airline, lease, and contract negotiations. Board went into Executive Session at 9:37 a.m.

Motion by Cook, second by O'Neill to come out of Executive Session with no decisions being made and reconvene to Regular Session. Board came out of Executive Session and into Regular Session at 10:39 a.m.

192 ADJOURNMENT:
193 Meeting was adjourned at 10:39 a.m.
194

195 HALL COUNTY AIRPORT AUTHORITY
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199 _____
200 Carole Harmon | Office Assistant
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202
203 _____
204 Brian Quandt | Board Chair
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Ryan O'Neill | Board Secretary/Treasurer

(SIGNATURES ON FILE)