HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | March 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 March 17, 2021. Notice of Meeting was given in the *Grand Island Independent* on March 10, 2021. Board Chair Quandt 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. Attorney Ron Depue stated late yesterday the Airport Authority received the grant application for the Airport Coronavirus Response Grant Program from the Department of Transportation (DOT). Due to the Board's meeting schedule of once a month and the emergent need to approve and return to receive funds, we are adding this as an emergency action item to today's agenda as Resolution 21-24.

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'Neil, Joe Cook, Tim Victor.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: None.

AIRPORT AUTHORITY STAFF PRESENT: Executive Director Mike Olson, Accounting Manager Debbie Hand, Accounting Assistant Katrina Parsons, Office Manager Debra Potratz, Operations Manager Doug Brown, Facility Manager Steve Magnuson.

LEGAL COUNSEL PRESENT: Airport Authority Attorney Ron Depue.

Executive Director Olson introduced Katrina Parsons. Katrina started March 1st as our new Accounting Assistant.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting held February 17, 2021.
- RESOLUTION 21-11: Claims 3603-3612.

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

DISCUSSION AND ACTION AGENDA:

FINANCIAL REPORT: By Accounting Manager Debbie Hand.

February Budget Narrative 2nd Month of 2nd Qtr 41.67%	Current Amount February	YTD Amount Oct 20 - Sep 21	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	$150,814.54	$566,014.14	$1,525,660.00	37.10%	$959,645.86
Operating Expenses	$199,552.15	$881,835.02	$2,235,274.00	39.45%	$1,353,438.98
Total Operating Income/(Loss)	($48,737.61)	($315,820.88)	($709,614.00)	44.51%	($393,793.12)
Tax Levy - Bond	$72,127.41	$252,060.56	$1,176,471.00	21.43%	$924,410.44

Tax Levy - General	$20,327.85	$70,826.92	$217,322.00	32.59%	$146,495.08
Tax Levy - General Fund Designated for Air Service Development	$11,388.40	$39,993.95	$300,000.00	13.33%	$260,006.05
Net Income/(Loss)	$34,038.09	($295,164.33)	($2,669,299.00)	11.06%	($2,274,134.67)

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
Feb 2021	37	234	371	109	**751**	228	210	**438**	**1,189**
Feb 2020	36	232	471	84	**823**	276	136	**412**	**1,235**
% Change	**3%**	**1%**	**-21%**	**30%**	**-9%**	**-17%**	**54%**	**6%**	**-4%**

Enplanement Report by Executive Director Olson. Olson stated the DOT awarded the Essential Air Service bid to American Airlines for continued twice-daily service to Dallas-Fort Worth for two years effective July 1st. June 11th will mark American's 10-year anniversary at the Central Nebraska Regional Airport. Restrictions still in place for COVID testing for international flights.

	Allegiant	No. of Flights LAS|IWA	Load Factor	American	No. of Flights	Load Factor	Charters	No. of Flights	Monthly Enplanements	Year to Date
Feb 2021	1,936	18 8|10	65%	1,606	47	73%	106	1	**3,648**	6,976
Feb 2020	2,990	19 8|11	94%	2,080	57	82%	176	1	**5,246**	10,536
+/- %	-35%	-6%	-31%	-23%	-18%	-11%	-40%	0%	-30%	-34%

Operations Report - Doug Brown: Installing signage on wildlife fence and gates. Working on Airport Security Plan rewrite. Preparing for Annual Airport Emergency Plan walk through. Wausau technician here to rebuild AIP40 SRE Snow Blower/Broom hydraulic system.

Facility Report - Steve Magnuson: Continue to fog sanitize the terminal daily using an electrostatic machine. Two PARCS machines are down. Oriented new hire Dan Garcia to replace part-time Facility Worker Rich Enevoldsen.

Project Reports: Alfred Benesch & Company Project Update by Andy Beil:

AIP-041 – ARFF (Fire Fighting) Truck
- HCAA sent final closeout booklet into FAA.
- Awaiting Final Grant Amendment from FAA. FAA is processing amendment.

AIP-042 – ARFF (Fire Station) Facility
- HCAA sent final closeout booklet into FAA.
- Awaiting Final Grant Amendment from FAA. FAA is processing amendment.

AIP-043 – Wildlife Fence
- Contractor: Elkhorn Fence (from Valley, NE)
- Temporary Suspension of Work (Winter Weather) Issued January 22, 2021.
- Looking to Resume Work first of April (assume April 5, 2021).
- Currently 166 days out of allotted 180 calendar days used.

- Remaining work: Some old fence removal and need to install approximately half of the wildlife skirt.
- Will have a small project under-run.
- Benesch currently working up small final change order (deduct) to square up as-built quantities.

AIP-044 – CARES Act Grant

AIP-045 – SRE Plow/Spreader
- Project Bid opening date was Thursday February 25, 2021.
- Received two bids: M-B (Chilton, WI) and McQueen Equipment – Oshkosh dealer (Lincoln, NE).
- Resolution to approve the low bid.

Tenant Update: None.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-12: RESOLUTION AUTHORIZING THE BOARD CHAIR TO ACCEPT THE AUDIT REPORTS ENDING SEPTEMBER 30, 2020 AND 2019 AS PRESENTED BY DANA F. COLE, LLP & COMPANY.

Final Audit Reports were not available. Auditor Bob Beran from Dana F. Cole & Company provided an overview of the preliminary audit report.

Motion by Cook, second by O'Neill to table Resolution 21-12, and schedule a special meeting to approve audit. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-13: APPROVE AMENDED LICENSE AGREEMENT BETWEEN HALL COUNTY AIRPORT AUTHORITY AND CITY OF GRAND ISLAND, NEBRASKA FOR THE CITY TO CONSTRUCT AN ILLUMINATED ENTRYWAY SIGN ON AIRPORT PROPERTY.

Motion by O'Neill, second by Victor authorizing the Executive Director to execute the Amended License Agreement between Hall County Airport Authority and City of Grand Island, Nebraska for the City to construct, maintain, repair and utilize an Illuminated Entryway Sign to be located on the northwest corner of Sky Park Road and Mirage Street adjacent to the Airport Administration Building. The City will also remove the existing entryway sign located south and west of Baron Lane and Sky Park Road. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-14: REVISE CERTIFICATE OF CORPORATE RESOLUTION FOR BANKING TRANSACTIONS (DATED MARCH 17, 2021) WITH EQUITABLE FEDERAL SAVINGS BANK, GREAT WESTERN BANK, HERITAGE BANK AND PATHWAY BANK.

Motion by O'Neill, second by Werner Resolution to remove out-going Board Member Secretary/Treasurer Michelle Setlik's name from the bank accounts listed below, and authorize newly elected Secretary/Treasurer Ryan O'Neill to transact business on behalf of the Hall County Airport Authority. Board Member Chair Brian Quandt and Staff Members Executive Director Michael J. Olson and Accounting Manager Debora Hand will remain on accounts as approved in Resolution 19-34 on May 15, 2019. Equitable Federal Savings Bank, 113-115 N. Locust St., PO Box 160, Grand Island, NE 68802; Great Western Bank, 700 N. Webb Rd., Grand Island, NE 68803; Heritage Bank, 1333 N. Webb Rd., PO Box 5138, Grand Island, NE 68802; Pathway Bank, 3333 W. State St., Grand Island, NE 68803. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-15: CONSULTANT AGREEMENT WITH ALFRED BENESCH AND COMPANY FOR SNOW REMOVAL EQUIPMENT (SRE) ACQUISITION FOR CARRIER VEHICLE WITH SNOW BROOM.

Motion by Cook, second by Werner 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 Broom (with Airblast System). Summary of Engineering Fees are $18,070.00 for the Design Phase, $7,888.00 for the Bidding Phase, and $14,289.00 for the Equipment Inspection and Closeout for a total of $40,247.00. Agreement is subject to Federal Aviation Administration (FAA) concurrence. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-16: AWARD BID FOR AIP 3-31-0034-045 SNOW REMOVAL EQUIPMENT (SRE) CARRIER VEHICLE WITH SNOW PLOW ATTACHMENT AND LIQUID DE-ICE MATERIAL SPREADER TO M-B COMPANIES, INC. FROM CHILTON, WI.

Motion by Cook, second by O'Neill authorizing the Executive Director to award Bid for AIP 3-31-0034-045 Snow Removal Equipment (SRE) Carrier Vehicle with Snow Plow Attachment and Liquid De-Ice Material Spreader to M-B Companies, Inc. from Chilton, WI.in the amount of $587,574.00. On February 25, 2021 two bids were received for the project: 1) M-B Companies, Inc. from Chilton, WI for $587,574.00 and 2) MacQueen Equipment Group from Lincoln, NE for $609,379.00. Alfred Benesch & Company reviewed bids and recommends that the Hall County Airport Authority award the Total Base Bid (Items 1-2) in the amount of $587,574.00 to M-B Companies, Inc. for manufacturing to commence in 2021, after FAA grant offer and contracts with the vendor are in place. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-17: EXTENSION OF LEASE AGREEMENT WITH NOVA TECH, INC. FOR BUILDING 803 LOCATED AT 1971 CITATION WAY.

Motion by O'Neill, second by Werner authorizing Executive Director to execute Extension of Lease Agreement with Nova Tech, Inc., for Building 803 located at 1971 Citation Way, Grand Island, Nebraska. Lease term is extended for two years effective July 1, 2021 and terminating June 30, 2023. Rent for lease year commencing July 1, 2021 will be $377.02/month, and for lease year commencing July 1, 2022, rent will increase to $388.33/month. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-18: HANGAR LEASE AGREEMENT WITH JAZC LLC, FOR BUILDING 86, T-HANGAR B LOCATED AT 2105 MIRAGE STREET, GRAND ISLAND, NEBRASKA.

Motion by O'Neill, second by Victor authorizing the Executive Director to execute Hangar Lease Agreement with JAZC, LLC, for Building 86, T-Hangar B located at 2105 Mirage Street, Grand Island, Nebraska. Lease term commenced March 1, 2021 and is on a Month-to-Month basis. Rent is $116.00/month, plus $10.00/month for utilities. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-19: LEASE AGREEMENT WITH BUCK ENTERPRISES, INC., FOR BUILDING 106 LOCATED AT 3817 SKY PARK ROAD, GRAND ISLAND, NE.

Motion by Cook, second by Werner authorizing the Executive Director to execute Lease Agreement with Buck Enterprises, Inc., for Building 106 located at 3817 Sky Park Road, Grand Island, NE. Tenant's use of the Premises including buildings and facilities thereon is limited to vehicle sales, storage and car wash/service related to car rental concessions as set forth in the Airport Car Rental Concession Agreements between Authority and Tenant's related companies, to wit: Buck Enterprises, Inc., d/b/a Hertz Car Rental and Brown Leasing Company d/b/a Thrifty Car Rental (the "Concession Agreements"). Lease Term shall commence April 1, 2021 and terminate the earlier of: March 31, 2022 or upon termination of the Concession Agreements. Rent is $1,500.00/month plus $108.33/month for insurance. Upon execution of this lease, Tenant will pay a damage deposit of $1,500.00. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-20: AMENDMENT TO AGREEMENT FOR OPERATION OF ON-AIRPORT CAR RENTAL CONCESSION WITH BUCK ENTERPRISES, INC., DBA HERTZ CAR RENTAL.

Motion by Werner, second by Cook authorizing the Executive Director to execute Amendment to Agreement for Operation of On Airport Car Rental Concession with Buck Enterprises, Inc., DBA Hertz Car Rental. Tenant's lease and occupancy of Carwash area in Buildings 108B and 108C will terminate effective March 31, 2021 and Tenant's base rent will be reduced $200.00/month effective April 1, 2021. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-21: AMENDMENT TO AGREEMENT FOR OPERATION OF ON-AIRPORT CAR RENTAL CONCESSION WITH BROWN LEASING COMPANY, DBA THRIFTY CAR RENTAL.

Motion by Werner, second by Victor authorizing the Executive Director to execute Amendment to Agreement for Operation of On Airport Car Rental Concession with Brown Leasing Company, DBA Thrifty Car Rental. Tenant's lease and occupancy of Carwash area in Building 108A will terminate effective March 31, 2021 and Tenant's base rent will be reduced $100.00/month effective April 1, 2021. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-22: LEASE AGREEMENT WITH ADVENTURE ENTERPRISES, LLC, DBA ADVENTURE BUS & CHARTER FOR BUILDING 700B LOCATED AT 1982 METRO STREET, GRAND ISLAND, NE

Motion by Cook, second by Werner authorizing the Executive Director to execute Lease Agreement with Adventure Enterprises, LLC, DBA Adventure Bus & Charter for Building 700B located at 1982 Metro Street, Grand Island, NE. The Tenant's use of the leased premises is for storage and maintenance of motor coaches operated by Tenant. Lease Term commences April 1, 2021 and is on a Month-to-Month basis. Rent is $1,800.00/month plus $133.02/month for insurance. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-23: AUTHORIZING THE HALL COUNTY AIRPORT AUTHORITY EXECUTIVE DIRECTOR AND AIRPORT AUTHORITY ATTORNEY TO SIGN THE GRANT OFFER FROM THE FEDERAL AVIATION ADMINISTRATION FOR AIP 3-31-0034-045 SNOW REMOVAL EQUIPMENT (SRE) FOR CARRIER VEHICLE WITH SNOW PLOW ATTACHMENT AND LIQUID DE-ICE MATERIAL SPREADER.

Motion by O'Neill, second by Victor Resolution authorizes the Hall County Airport Authority's Executive Director Michael Olson and Airport Authority Attorney Ronald Depue, to Sign the Grant Offer from the Federal Aviation Administration for AIP 3-31-0034-045 Snow Removal Equipment (SRE) for Carrier Vehicle with Snow Plow Attachment and Liquid De-Ice Material Spreader. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 21-24: AUTHORIZING THE HALL COUNTY AIRPORT AUTHORITY EXECUTIVE DIRECTOR OR BOARD CHAIR, AND ATTORNEY TO ACCEPT FEDERAL GRANT OFFER NO. 3-31-0034-046-2021 AIRPORT CORONAVIRUS RESPONSE GRANT PROGRAM (ACRGP) FROM THE U.S. DEPARTMENT OF TRANSPORTATION /FEDERAL AVIATION ADMINISTRATION.

Motion by O'Neill, second by Victor In recognition of the need for immediate action to execute this Grant by April 15, 2021, this Resolution authorizes the Hall County Airport Authority's Executive Director Michael Olson or Board Chair Brian Quandt, and Authority Attorney Ronald Depue to Accept Federal Grant Offer No. 3-31-0034-046-2021 Airport Coronavirus Response Grant Program (ACRGP) in the amount of $1,023,953.00 from the U.S. Department of Transportation/Federal Aviation Administration. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor.

EXECUTIVE DIRECTOR REPORT: Executive Director Olson.

a. The Nebraska Department of Transportation Aeronautics Capital Improvement Fund will redirect 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.
b. Legislative report.
    a. Federal side –The new $1.9 trillion Covid Relief Bill was approved. With $8 billion allocated to airports for operation, payroll and insurance, and will cover 100% of FY 21 projects. Funds will be available for concession and third-party ground handlers.

ANNOUNCEMENTS:
a) Next Board meeting – April 21, 2021.
b) Blood Drive – Passenger Terminal May 4, 2021 from 8am – 2 pm.
c) Five years ago on March 23rd we moved into the new Passenger Terminal.

EXECUTIVE SESSION:
Motion by O'Neill, second by Victor to go into Executive Session to discuss airline, lease, and contract negotiations. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor. Board went into Executive Session at 9:16 a.m.

Motion by Werner, second by Cook to come out of Executive Session with no decisions being made and reconvene to Regular Session. Upon roll call vote, motion was approved with 5 Yes Votes: Cook, Werner, Quandt, O'Neill, Victor. Board came out of Executive Session and into Regular Session at 10:01 a.m.

ADJOURNMENT:
Meeting was adjourned at 10:02 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)