



HALL COUNTY AIRPORT AUTHORITY | MINUTES
Regular Meeting | December 11, 2019

Pursuant to due call and notice thereof, a 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 December 11, 2019. Notice of Meeting was given in the *Grand Island Independent* on December 4, 2019. Board Vice Chair Werner called the meeting to order at 8:03 a.m. and announced location of the Nebraska Open Meeting Act for public viewing.

REVIEW OF AGENDA.

AIRPORT AUTHORITY BOARD MEMBER(S) PRESENT: Vice-Chair Lynne Werner Secretary-Treasurer Michelle Setlik, Joe Cook, Ryan O'Neill.

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

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.

PUBLIC COMMENT REQUESTS: None.

The Pledge of Allegiance was said in unison.

REVIEW AND APPROVAL OF ADMINISTRATIVE CONSENT AGENDA:

- Minutes from the Regular Meeting on November 13, 2019
- RESOLUTION 19-81: Claims 3456-3461.

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

DISCUSSION AND ACTION AGENDA:

FINANCIAL REPORT by Accounting Manager Debbie Hand. For November it was noted that 71% of the parking revenues came from the East Lot.

2nd Month of 1st Qtr: 16.67%	Current Amount November	YTD Amount Oct 19 - Sep 20	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income*	\$119,425.41	\$248,583.45	\$1,690,778.00	14.70%	\$1,442,194.55
Operating Expenses	\$180,661.06	\$355,204.90	\$2,296,819.00	15.47%	\$1,941,614.10
Total Operating Income/(Loss)	(\$61,235.65)	(\$106,621.45)	(\$606,041.00)	17.59%	(\$499,419.55)
Tax Levy - Bond	\$14,106.53	\$104,315.89	\$1,176,471.00	8.87%	\$1,072,155.11
Tax Levy - General	\$2,463.09	\$18,002.01	\$217,322.00	8.28%	\$199,319.99
Tax Levy - General Fund Designated for Air Service Development	\$3,747.27	\$27,891.80	\$300,000.00	9.30%	\$272,108.20
Net Income/(Loss)	(\$146,612.64)	(\$20,827.30)	(\$3,690,507.00)	0.56%	(\$3,569,679.70)

ACTIVITY REPORTS:

GRI Air Traffic Operations Report by Executive Director Mike Olson.

GRI	Itinerant Operations				TOTAL OPS	Local Operations		TOTAL LCL	Overall Total TRF
	Air Carrier	Air Taxi	Civil Aviation	Military		Civil	Military		
Nov 2019	41	259	606	29	935	186	46	232	1,167
Nov 2018	109	190	467	102	868	198	42	240	1,108
% Change	-62%	36%	30%	-72%	8%	-6%	10%	-3%	5%

Enplanement Report by Executive Director Olson. 2019 will be a record-breaking year for enplanements. Board Member Setlik asked if there are statistics on how many flights were over booked and how many passengers had to fly out from another airport to see how this affected our enplanement numbers. Olson stated he can get those statistics. The U.S. Department of Transportation's latest data shows American Airlines has bumped more passengers this year than all other U.S. airlines combined. The Department of Transportation regulates the eligibility of when a passenger is voluntarily or involuntarily bumped (or denied boarding) from a flight.

	Allegiant	Load Factor	American	Load Factor	Charters	Mo. Enplanements	Yr. to Date
Nov 2019	2,646	83%	2,480	85%	301	5,427	64,643
Nov 2018	2,478	83%	2,796	72%	277	5,551	57,369
+/- %	7%	0%	-11%	18%	9%	-2%	13%

Operations Report: Operations Manager Doug Brown reported maintenance staff removed 10 trees along the Passenger Terminal exit lane to eliminate birds from resting/nesting in that area and to lessen the chance of bird strikes. Gate 22 by Monument Sign was driven through causing \$2,500 in damage. Maintenance staff worked the Thanksgiving holiday due to snow and ice.

Facility Report: Facility Manager Magnuson reported a new surveillance camera has been installed in the cab of the jet bridge. The PARCS signage has been rephrased and replaced. Installed a "For Rent" sign in front of Building 670. On November 19th, Michael Koenig started as a part-time custodian and is a great addition to the staff. Facility staff worked the Thanksgiving holiday due to snow and ice.

Project Report: Benesch representative Scott Griepentstroh reported the liquated damages of \$250/calendar day were reinstated last month for AIP 40 SRE due to mechanical/electrical/software issues. For AIP 41 ARFF Vehicle, the ancillary equipment should be here December 18th and delivery date of the ARFF Vehicle is October 2020 The AIP 42 ARFF Facility project has been shut down until the Spring of 2020. Bids for AIP 43 Wildlife fence will go out in April of 2020 with construction starting in the fall.

CONSIDERATION AND APPROVAL OF REVISION OF RESOLUTION NO. 19-82: CONSIDERATION OF ACCEPTING CHANGE ORDER NO. 03 FOR AIP 3-31-0034-042 AIRCRAFT RESCUE & FIRE FIGHTING (ARFF) FACILITY FROM ALFRED BENESCH & COMPANY FOR CHIEF CONSTRUCTION.

Executive Director stated we have received verbal approval from the Federal Aviation Administration.

Motion by Cook, second by O'Neill authorizing Executive Director to approve Change Order No. 03 for AIP 3-31-0034-042 Aircraft Rescue & Fire Fighting (ARFF) Facility from Alfred Benesch & Company for Chief Construction for an increase of \$40,172.48. Change Order No. 03 is for Changes in the water main construction plans and specifications required by the City Utilities Department, utility conflicts between existing and proposed plans, and adding 22 calendar days to project. The original contract amount was \$3,527,428.00. Change Order No. 03 is for an increase of \$40,172.48 making the revised contract \$3,032,450.64. Change Order No. 03 is contingent upon Federal Aviation Administration approval. Upon roll call vote, motion was approved with 4 Yes Votes: Setlik, Werner, Cook, O'Neill, Quandt Absent.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 19-83: REQUEST TO SUBMIT PROPOSAL TO THE NEBRASKA AVIATION COUNCIL FOR THE CENTRAL NEBRASKA REGIONAL AIRPORT TO HOST THE NEBRASKA STATE FLY-IN FOR YEAR 2022.

Executive Director noted this will not be an air show, just a fly-in with static displays.

Motion by O'Neill, second by Setlik authorizing the Executive Director to Submit Proposal to the Nebraska Aviation Council for the Central Nebraska Regional Airport to Host the Nebraska State Fly-In for year 2022, for proposed date of Saturday, June 4, 2022. The Host is responsible for coordinating all the logistical activities, providing a Certificate of Insurance, coordinating with the Federal Aviation Administration, publicizing the event locally, and designating a liaison to the Nebraska Aviation Council. Upon roll call vote, motion was approved with 4 Yes Votes: Setlik, Werner, Cook, O'Neill, Quandt Absent.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 19-84: EXTENSION OF LEASE AGREEMENT WITH AGRELIANT GENETICS, LLC DBA LG SEEDS FKA PRODUCERS HYBRIDS FOR BUILDING 852 LOCATED AT 1920 CITATION WAY, GRAND ISLAND, NE.

Motion by O'Neill, second by Cook authorizing the Executive Director to execute the Lease Extension Agreement with AgReliant Genetics, LLC DBA LG Seeds, FKA Producers Hybrids for Building 852 located at 1920 Citation Way, Grand Island, NE at the Central Nebraska Regional Airport. The new lease term is extended for five years commencing January 1, 2020 and terminating December 31, 2024. Monthly rent for year one is \$936.54, year two is \$945.91, year three is \$955.37, year four is \$964.92 and year five is \$974.57, plus \$134.95/month for insurance adjusted annually. Upon roll call vote, motion was approved with 4 Yes Votes: Setlik, Werner, Cook, O'Neill, Quandt Absent.

AIRPORT CAPITAL IMPROVEMENT PLAN: The Board reviewed the projects and cost share for Federal Projects (95% Federal Funds/5% Local Funds) for Short-term Improvements (2021-2025) 2021-Runway Snow Plow/Deicer Unit \$550,000, 2022-Snow Removal Equipment (SRE) Building \$2,700,000, 2023-Airfield Lighting Upgrades \$2,956,995, 2024-Misc. Concrete Pavement Repairs \$1,100,000, 2025 ARFF Truck \$950,000. Immediate-term Improvements (2026-2028) 2026 Runway Snow Plow \$450,000, 2027 Runway 17/35 Extension Design/Construction Administration \$1,100,000; 2028 Runway 17/35 Extension Construction \$4,000,000. Other Projects (100% Local Funds) for Short-term Improvements for (2021-2025) Concrete Surface Improvements on Metro Lane, Ramp and Short-term parking W of Bldg 112 \$645,024, Additional 126 Parking Stalls in E. Lot \$475,650, Additional 42 Parking Stalls GA Terminal \$198,000, Paving 2" Mill & ACC Fill in front of Bldg 116 \$146,400, Crushed Concrete for Industrial Park \$101,480 or Concrete Industrial Roads \$1,076,400, Construct 8-Unit T-Hangars/Concrete \$1,465,350, Covered Parking w/PARCS \$570,000. A revised plan will be presented at the January 2020 meeting for approval.

EXECUTIVE DIRECTOR'S REPORT: Executive Director Olson reported the House passed defense bill that rejected the controversial Perfluoroalkyl and polyfluoroalkyl substances (PFAS) a fire fighting foam proposal. The airport is being proactive by purchasing the internal reporting unit on the new fire truck.

Executive Director Olson stated the Air Power History Tour is interested in coming to Grand Island in August/September of 2020. The aircraft attending would be B29 Fifi, B24 Diamond Lil, WASP T-6, P-51 Gunfighter, and a Stearman.

ANNOUNCEMENTS:

- a) Next Board meeting – January 15, 2020.
- b) Soup Supper – Tuesday, January 21, 2020 from 4-6 p.m.

EXECUTIVE SESSION:

Motion by Cook, second by Setlik to go into Executive Session to discuss airline, lease, personnel, and litigation negotiations. Upon roll call vote, motion was approved with 4 Yes Votes: Setlik, Werner, Cook, O'Neill, Quandt Absent, Board went into Executive Session 8:45 a.m.

Motion by Cook, second Setlik 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: Setlik, Werner, Cook, O'Neill, Quandt Absent, came out of Executive Session and into Regular Session at 9:43 a.m.

ADJOURNMENT:

Meeting was adjourned at 9:44 a.m.

HALL COUNTY AIRPORT AUTHORITY

Debra Potratz | Office Manager

Brian Quandt | Board Chair

Michelle Setlik | Board Secretary/Treasurer

(SIGNATURES ON FILE)