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 September 16, 2020. Notice of Meeting was given in the *Grand Island Independent* on September 9, 2020. Board Chair Quandt called the meeting to order at 8:08 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: Chair Brian Quandt, Vice-Chair Lynne Werner, Secretary-Treasurer Michelle Setlik, Joe Cook, Ryan O'Neill.

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT: None.

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 on August 19, 2020.
- RESOLUTION 20-42: Claims 3541-3542 and 3544a&b, 3550, 3552a&b.

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

DISCUSSION AND ACTION AGENDA:

FINANCIAL REPORT
Executive Director Olson reported since March 2020, the Authority has lost $328,278.79 in revenues due to the Coronavirus Pandemic. Accounting Manager Hand presented the financial report.

Budget Narrative Ending August, 2020 2nd Month of 4th Qtr: 91.67%	Current Amount August	YTD Amount Oct 19 - Sep 20	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	$137,506.87	$1,427,327.67	$1,689,619.00	84.48%	$262,291.33
Operating Expenses	$131,197.82	$1,948,793.13	$2,296,820.00	84.85%	$348,026.87
Total Operating Income/(Loss)	**$6,309.05**	**($521,465.46)**	**($607,201.00)**	**85.88%**	**($85,735.54)**
Tax Levy - Bond	$22,130.82	$881,731.31	$1,176,471.00	74.95%	$294,739.69
Tax Levy - General	$2,897.22	$126,884.18	$217,322.00	58.39%	$90,437.82
Tax Levy - General Fund Designated for Air Service Development	$6,834.15	$260,908.19	$300,000.00	86.97%	$39,091.81
Net Income/(Loss)	**($200,474.22)**	**$456,688.95**	**($3,691,668.00)**	**-12.37%**	($4,148,355.95)

ACTIVITY REPORTS:

GRI Air Traffic Operations Report – Presented by Executive Director Olson.

GRI	Itinerant Operations					Local Operations			
	Air Carrier	Air Taxi	Civil Aviation	Military	**TOTAL OPS**	Civil	Military	**TOTAL LCL**	**Overall Total TRF**
Aug 2020	32	247	702	157	**1,138**	446	154	**600**	**1,738**
Aug 2019	42	271	673	59	**1,045**	202	88	**290**	**1,335**
% Change	-24%	-9%	4%	166%	**9%**	121%	75%	**107%**	**30%**

Enplanement Reports – Presented by Executive Director Olson.

	Allegiant	No. of Flights LAS|IWA	Load Factor	American	No. of Flights	Load Factor	Charters	No. of Flights	Monthly Enplanements	Year to Date
Aug 2020	1,332	18 9|9	44%	1,452	49	60%	92	1	2,876	22,665
Aug 2019	2,785	19 9|10	88%	2,691	80	75%	172	1	5,648	47,953
+/- %	-52%	-19%	-50%	-46%	-39%	-21%	-47%	0%	-49%	-53%

Operation Report – Doug Brown: Conducting audits on badges and equipment. The TSA audit was conducted on August 26th. Assisting with AIP-043 Fence Project. The FAA is moving GRI to a Class III airport so a full revision to the Airport Security Program will be required.

Facility Report- Steve Magnuson: Continue to fog sanitize terminal daily using electrostatic machine. Three of the nine PARCS machines are out of service and waiting on parts.

Project Reports: Alex Bernardson from Benesch gave a project overview.

AIP-040 (SRE):

- Manufacturer: Wausau
- Project closeout has been completed.
- Final drawdown was submitted to FAA.

AIP-041 (AARF Vehicle):

- Manufacturer: Oshkosh
- 400 Day Contract with completion/delivery date of October 13, 2020.
- Truck is in production and quality assurance check being conducted. No COVID delay issues to report.
- Ribbon cutting scheduled for October 16, 2020 at 11:00 am.

AIP-042 (ARFF Facility):

- Contractor: Chief Construction
- Construction is proceeding as planned.
- Overhead door issued have been resolved.
- Concrete results for driveways and sidewalks all look good for strength and thickness. 28-day results pending.
- Chief's final cleaning scheduled for September 14th and punch list completed by September 19th.
- Ribbon cutting scheduled for October 16, 2020 at 11:00 am.

AIP-043 (Fence):

- Contractor: Elkhorn Fence
- Notice to Proceed issued August 10, 2020.
- 180 calendar day contract.
- Approximately 15,000 LF of fence posts installed.

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

- Plow/liquid material spreader
- Received FAA "Go" letter last week.
- Benesch submitted scope of work to HCAA to coordinate with FAA.
- FAA schedule shows 90% submittal in mid-December.

Tenant Update:
Vince Dugan, President of Trego-Dugan Aviation of Grand Island, Inc., reported the CARES Act expires September 30th and it is unknown whether it will be extended. During the pandemic, Trego-Dugan Aviation has 1) Provides ground handling services in 37 cities with various airlines and added three new cities in Houston, TX with Allegiant, Reno, NV with American in Reno and Oklahoma City with Frontier. 2) In a strong position with their ground handling refurbishing business here at GRI. 3) Fuel sales are down 29% in August and down 33% for the year. 4) Trego-Dugan Aviation will delay any decision on terminating leases as long as possible. Mr. Dugan anticipates growth in operations in 2021-2022. Trego-Dugan Aviation will showcase their refurbishing equipment in Hangar 2 during the Open House/Ribbon Cutting of the new ARFF Fire Station/Fire Truck on October 16th.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 20-43: FINAL APPROVAL OF BUDGET FOR FISCAL YEAR 2020-2021.

Motion by O'Neill second by Cook, Resolution approving the budget for fiscal year 2020-2021, subject to formal adoption of the 2020-2021 budget in accordance with state auditor requirements. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 20-44: LEASE EXTENSION AGREEMENT WITH BEL-WOOD BUILDINGS, INC., FOR BUILDING 846 AND WEST HALF OF BUILDING 854.

Motion by Setlik, second by Werner authorizing the Executive Director to execute Lease Extension Agreement with Bel-Wood Buildings for Building 846 and west half of Building 854 located at 1818 Citation Way. The lease term shall be extended for three (3) years effective October 1, 2020 and terminating September 30, 2023. Rent is $1,431.71/month plus $258.03/month for insurance. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 20-45: BUILDING LEASE AGREEMENT WITH CORNERSTONE OVERHEAD DOOR, LLC FOR BUILDING 854.

Motion by Cook, second by O'Neill to authorizing Executive Director to execute Building Lease Agreement with Cornerstone Overhead Door, LLC for Building 854 located at 1850 Citation Way, Grand Island, NE. Lease Term commenced September 1, 2020 and is on a month-to-month basis. Rent is $600/month plus $62.26/month for insurance. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 20-46: LEASE EXTENSION AGREEMENT WITH GRO-RITE, LLC FOR BUILDINGS 847,851,853 & 855.

Motion by O'Neill, second by Cook authorizing the Executive Director to execute Lease Extension Agreement with Gro-Rite, LLC for Building 847 located at 1811 Gulf Stream Drive, Building 851 located at 1981 Gulf Stream Drive, Building 853 located at 1925 Gulf Stream Drive and Building 855 located at 1845 Gulf Stream Drive. Lease Extension is for a three-year term commencing December 1, 2020 and terminating November 30, 2023. Rent for Building 847 is $1,038.10/month, plus $134.92/month for insurance. Rent for Building 851 is $1,064.42/month, plus $134.92/month for insurance. Rent for Building 853 is $1,036.56/month, plus $134.92/month for insurance. Rent for Building 855 is $919.53/month, plus $134.92/month for insurance. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

CONSIDERATION AND APPROVAL OF RESOLUTION NO. 20-47: REJECTION OF THE TERRORISM INSURANCE WITH ACE PROPERTY AND CASUALTY INSURANCE COMPANY.

Motion by Setlik, second by Werner authorizing the Board Chair to reject the Terrorism Insurance coverage with Ace Property and Casualty Insurance Company for the policy period of September 13, 2020 through September 13, 2021. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

EXECUTIVE DIRECTOR REPORT:

a. September 30th ends the fiscal year for local and federal government. There are two things that the government needs to get done 1) additional funding for aviation and 2) approving a continuing resolution.
b. CDC will remove requirements for directing all flights carrying airline passengers arriving from certain countries to land at one of 15 designated airports and halt enhanced entry health screening for these passengers.
c. October 7th American Airlines will be cutting back services to 14 airports. GRI is an Essential Air Service location.

ANNOUNCEMENTS:

a) ARFF Facility and ARFF Vehicle Ribbon Cutting Ceremony Friday, October 16th at 11 a.m.
b) Next Board meeting – October 21, 2020.

EXECUTIVE SESSION:

Motion by Cook, second by O'Neill to go into Executive Session to discuss airline, lease, and personnel, negotiations. Board went into Executive Session at 9:15 a.m. Upon roll call vote, motion was approved with 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill.

Motion by Werner, 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 5 Yes Votes: Setlik, Werner, Quandt, Cook, O'Neill. Board came out of Executive Session and into Regular Session at 10:25 a.m.

ADJOURNMENT:

Meeting was adjourned at 10:25 a.m.

HALL COUNTY AIRPORT AUTHORITY

____
Debra Potratz | Office Manager

____
Brian Quandt | Board Chair

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Michelle Setlik | Board Secretary/Treasurer

(SIGNATURES ON FILE)