MINUTES
Regular Board Meeting
May 16, 2024 - 8:00 a.m.

Hall County Airport Authority
3579 Sky Park Road
Grand Island, NE 68801

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

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT
None

AIRPORT AUTHORITY STAFF PRESENT
Executive Director Mike Olson, Office Manager Maggie McDermott, Operations Manager Wes Harris

LEGAL COUNSEL ABSENT
Attorney Ron DePue

CALL TO ORDER
Pursuant to due call and notice thereof, the Regular Meeting of the Hall County Airport Authority Board was held at the Airport Authority Board Room located at 3579 Sky Park Road, Grand Island, Nebraska 68801 on May 16, 2024. Notice of Meeting was given in the *Grand Island Independent* on May 9, 2024. Board Chair O'Neill called the meeting to order at 8:00 a.m. and announced location of the Nebraska Open Meetings Act for public viewing.

REVIEW OF AGENDA

PUBLIC COMMENT
None

PLEDGE OF ALLEGIANCE
Recited in unison

REVIEW AND APPROVAL OF CONSENT AGENDA
a. Minutes from Regular Meeting on April 17, 2024
b. Resolution 24-20: Payment of Claims 4049-4061

Motion by Werner, second by Cook to approve the Regular Board Meeting minutes and the Consent Agenda. Upon roll call vote, the motion was adopted with 5 Aye votes: Cook, Werner, O'Neill, Victor, Quandt.

DISCUSSION AND ACTION AGENDA

FINANCIAL REPORT

Presented by Executive Director Olson

Budget Narrative Ending April, 2024 1st Month of 3rd Qtr : 58.33%	Current Amount April	YTD Amount Oct 23 - Sep 24	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	$204,601.09	$1,342,203.65	$2,219,440.00	60.47%	$877,236.35
Operating Expenses	$221,179.35	$1,733,795.92	$2,957,420.00	58.63%	$1,223,624.08
Total Operating Income/(Loss)	**($16,578.26)**	**($391,592.27)**	**($737,980.00)**	**53.06%**	**($346,387.73)**
Tax Levy - Bond	$52,572.08	$405,662.29	$1,470,000.00	27.60%	$1,064,337.71
Tax Levy - General	$9,529.49	$99,683.64	$344,515.00	28.93%	$244,831.36
Tax Levy - General Fund Designated for Air Service Development	$13,257.96	$72,372.78	$300,000.00	24.12%	$227,627.22
Net Income/(Loss)	**($14,390.97)**	**($51,181.08)**	**($592,390.00)**	**8.64%**	**($541,208.92)**

ACTIVITY REPORTS/GENERAL DISCUSSION

Reports Printed as Received

Air Traffic Activity Report

Presented 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
Apr 2024	89	124	374	41	**628**	134	0	**134**	**762**
Apr 2023	126	160	447	71	**804**	102	6	**108**	**912**
%Change	-29%	-23%	-16%	-42%	**-22%**	31%	-100%	**24%**	**-16%**

Enplanement/Deplanement Reports

Presented by Executive Director Olson

	Allegiant	No. of Flights LAS	No. of Flights IWA	No. Total Flights	No. of Canceled Flights	Load Factor	American	No. of Flights	No. of Canceled Flights	Load Factor	Charters	No. of Flights	No. of Canceled Flights	Total Monthly Enplanements	Yr to Date
Apr 2024	2,300	8	8	16	0	88%	2,569	60	0	66%	165	1	0	**5,034**	**22,073**
Apr 2023	2,527	9	9	18	0	79%	2,509	60	2	67%	155	1	0	**5,191**	**21,799**
+/- %	-9%	-11%	-11%	-11%		11%	2%	0%	0	-1%	0%	0%	0	-3%	1%

Operations & Facility Report

Presented by Operations Manager Harris

- TZ construction fixed roof leak on maintenance shop
- Ellis electric repaired numerus lights in terminal
- Secured roof flashing on East side building 116
- Repaired hydraulic leak on hanger door building 113
- Repaired light in TSA supervisor office
- Grind and painting on 13/31
- Grind and painting on 17/35
- Mowing all areas
- Aeriated building 710 lawn working to improve curb appeal
- Aeriated ARFF facility lawn
- Sprayed parking lot lawns for weeds

- Hydro tech Completed annual fire extinguisher inspection
- Monthly ARFF and FAA training completed
- Weekly and monthly Inspections completed
- Monthly and quarterly maintenance performed on all equipment
- Numerous other daily projects and repairs completed and scheduled

Project Report

Benesch Report Presented by Executive Director Olson

Federally Funded - AIP-050/BIL-051 - Airfield Lighting & NAVAID Upgrades

- Watts Electric Started Construction In Phase 6 (Runway 17/35 Closure) On May 6th. Phase 6 And Runway 17/35 Opening Anticipated To Occur On May 22nd ahead of Memorial Day Weekend.
- Phase 2 (Runway 13/31 Closure) Scheduled To Occur On May 28th Following Memorial Day Holiday And Anticipated To Be Completed The First Week Of June.
- Through 6 Weeks Of The 15 Weeks Of Construction, Project Nearly 50% Completed.
- Watts Crews Have Helped Wes And Team Troubleshoot Existing Circuitry Issues (Not Related To Project) On Multiple Occasions.
- Change Order Being Executed At This Board Meeting Is A No Net Cost Change Order. Change Order Adds One (1) Additional Calendar Day Requested By Contractor.
- Benesch Will Schedule The Runway 17/35 HIRLs, Runway 13/31 MIRLs, and Runway 35 PAPI FAA Commissioning Flight Inspection Directly Following Memorial Day Holiday.
    - Runway's Are Allowed To Be Open Prior To Commissioning Flight Inspection.
- Second Payment For The Project Is Currently Being Processed For Roughly $800K Worth Of Completed Construction Work Completed In April.

Federally Funded (BIL-052, Engineering Only) – Snow Removal Equipment (SRE) Facility

- Design Currently On-going During 2024. Target Bid Opening In Late January/Early February of 2025. Benesch/Davis Design Team Is On Schedule With The Design.
- Building "Interior" Layout and Building Overall Size Getting Locked Down.
- Submitted BIL Grant Application for Engineering Only Grant. Official Grant Offer from FAA Currently Pending.

Locally Funded – Miscellaneous Landside Concrete Paving Upgrades
(Building 700 Concrete Replacement, Building 116 Pavement Replacement, Building 114 GA Terminal Added Parking, And Metro Lane Concrete Replacement).

- Partially Executed Construction Contracts/Bonds From Constructors Sent to HCAA For Full Execution.
- Construction Scheduled To Start June 10 (Weather Pushed The Start Date Slightly).
- Pre-con Meeting Date Being Coordinated By Benesch.

Material Shop Drawing Reviews Are On-Going by Benesch.

Tenant Update

Trego Dugan FBO Manager, Blaise Sharkey, gave an update. April's numbers were not good but May is turning around with numbers ahead of last year. Working with a new customer on a hangar. Owner's hangar in Omaha was destroyed in recent storms. Executive Director Olson commended Mr. Sharkey on his two months with Trego and the differences he's noticing especially with the ground handling and safety aspect on the ramp. One thing to be improved is the baggage line. The voicemail is full, and customers cannot get through. Also, when the cleaners are done cleaning at night, the trash needs to be taken to the dumpster. Blaise stated he just addressed the issue with staff.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-21: UPDATED DIRECT HIRE AGREEMENT WITH ASSOCIATED STAFFING INCORPORATED.

Motion by Cook second by Quandt, authorizing the Executive Director to execute an updated Direct Hire Agreement with Associated Staffing Incorporated. New terms include a 90-day replacement guarantee (previously 30 days) with a 30% of first year gross income placement fee (previously 25%). Due to the time sensitive nature of enacting this agreement, the Hall County Airport Authority Personnel Committee, consisting of Board Chair O'Neill, and Board Secretary/Treasurer Victor, met on April 25, 2024, and gave permission to Executive Director Olson to sign the agreement in order to start the search for a new Facility Manager. This resolution will ratify the decision of the Personnel Committee. Upon roll call vote, the motion was adopted with 5 Aye votes: Cook, Werner, O'Neill, Victor, Quandt.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-22: ENGAGEMENT LETTER WITH LUTZ & COMPANY, P.C., TO ASSIST WITH THE BUDGET PREPARATION FOR FISCAL YEAR ENDED SEPTEMBER 30, 2025.

Motion by Victor second by Quandt, authorizing the Board Chair to execute the Engagement Letter with Lutz & Company, P.C., to assist with the budget preparation for fiscal year ended September 30, 2025. Fees for services are as follows: $3,650-$4,100 for meetings with staff, board members and board meetings. $4,200-$5,850 for bond allocation calculations and review of budget and other information. $2,800-$3,600 for budget documentation preparation, including the publication for the newspaper. Upon roll call vote, the motion was adopted with 5 Aye votes: Cook, Werner, O'Neill, Victor, Quandt.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-23: CHANGE ORDER NO. 01 FROM WATTS ELECTRIC COMPANY FOR THE RUNWAY LIGHTING UPGRADES.

Motion by Quandt second by Cook, authorizing the Executive Director to approve Change Order No. 01 from Watts Electric Company for the Runway Lighting Upgrades. Change Order No. 01 adds one calendar day to the schedule. Reason for Change Order No. 1: The contractor assisted the airport with investigative and repair work to remediate airfield electrical circuit outages that occurred on the night of April 10, 2024. The contractor provided a 5-man crew for a full day's production during Phase 3 work to aid the Hall County Airport Authority (HCAA) in repairing/jumping areas of airfield circuits that were found to be damaged. There is no impact to cost. Upon roll call vote, the motion was adopted with 5 Aye votes: Cook, Werner, O'Neill, Victor, Quandt.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-24: LEASE AGREEMENT WITH L3HARRIS TECHNOLOGIES, INC. FOR ADS-B WAM RADIO SITE LOCATED AT 3743 SKY PARK ROAD, GRAND ISLAND, NE 68801.

Motion by Cook second by Victor, authorizing the Executive Director to execute the Lease Agreement with L3Harris Technologies, Inc. for ADS-B WAM Radio Site located at 3743 Sky

Park Road, Grand Island, NE 68801. Lease term commences on October 1, 2025, for a period of five (5) years. Lessee shall have the option to renew the Agreement for four (4) additional terms of five (5) years each. Rent shall be $100.00 per month and will increase by 3% annually beginning on the first full month after the first anniversary of the commencement date. Upon roll call vote, the motion was adopted with 5 Aye votes: Cook, Werner, O'Neill, Victor, Quandt.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-25: TERMINATION OF INTERLOCAL COOPERATION AGREEMENT BETWEEN THE HALL COUNTY AIRPORT AUTHORITY AND THE CITY OF GRAND ISLAND FOR LAW ENFORCEMENT OFFICER SERVICE.

Motion by Quandt second by Werner, terminating the Interlocal Cooperation Agreement, as amended, between the Hall County Airport Authority and the City of Grand Island, to provide Law Enforcement Officers on-site at the Central Nebraska Regional Airport during Transportation Security Administration Screening checkpoint operating hours. The effective date of the termination is June 29, 2024. Upon roll call vote, the motion was adopted with 5 Aye votes: Cook, Werner, O'Neill, Victor, Quandt.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-26: ENGAGEMENT LETTER TO RETAIN KAPLAN KIRSCH & ROCKWELL LLP FOR LEGAL SERVICES RELATING TO THE AIR SERVICE INCENTIVE PROGRAM & RELATED AGREEMENTS.

Motion by Quandt second by Werner authorizing the Executive Director to retain Kaplan Kirsch & Rockwell LLP for legal services relating to the Air Service Incentive Program & related agreements. Hourly fees are listed in the schedule below and are charged in 6-minute increments.

Attorney	***Hourly Rate***
Nicholas M. Clabbers	*$550.00*
Sarah E. Wilbanks	*$475.00*
Senior Partners	*$625.00*
Partners	*$550.00*
Senior Associates	*$475.00*
Associates	*$425.00*
Paralegal/Law Clerks	*$150.00*

The effective date shall be May 6, 2024. Upon roll call vote, the motion was adopted with 5 Aye votes: Cook, Werner, O'Neill, Victor, Quandt.

EXECUTIVE DIRECTOR'S REPORT

Presented by Executive Director Olson

a. Legislative Update

House approved multi-year FAA reauthorization bill and now it's awaiting signature from the President. This will help Grand Island because AIP funding was bumped to $4 billion annually, up from $3.35 billion. AIP formula has changed. The minimum entitlements for commercial airports has gone from $1 million to $1.3 million, a 30% increase. PFAS replacement program bill authorizes up to $350 million for airport programs. Executive

Director Olson said he is assuming it involves cleaning out the ARFF trucks when PFAS is taken out and new material is put in, along with disposal of the PFAS foam. The FAA will ask for a phasing plan on how we plan to accomplish this. This is a positive for us as cleanup and disposal costs would be near $75,000. Congress has asked FAA to address staffing challenges at contract control towers. We are a good example as we've gone through three managers in the last year. It's hard to get people to come here and stay. The final bill to discuss increases essential air service to $350 million by fiscal year 2028. Also increases funding for small community air service development programs to $15 million annually. There were recent discussions that if an EAS community was within 175 miles of a qualifying medium or large hub airport it would require that community pay 5% of essential air service. For us that would be $250,000 a year. That part of the bill did not go through. Separately, a couple senators tried to run an amendment through saying that transient aircraft would get free parking. That was a big push by AOPA. We don't charge transient aircraft here. We just hope that anyone who stops here buys a few gallons of fuel.

ANNOUNCEMENTS

a. Wednesday, June 19 board meeting moved to Tuesday, June 18
b. Seasonal Mower hired – Braddock Gernstein
c. Red Cross blood drive at Terminal on May 23, 2024
d. 4th Street Festival June 22-23 – Airport will have a table
e. Please share airport social media if you have social accounts

EXECUTIVE SESSION

Motion by Quandt, second by Werner, to go into Executive Session at 9:00 a.m. to discuss airline, lease, contract, and personnel negotiations. Upon roll call vote, the motion was adopted with 5 Aye votes: Cook, Werner, O'Neill, Victor, Quandt.

Motion by Victor, second by Cook to come out of Executive Session with no decisions being made and reconvene to Regular Session at 10:34 a.m. Upon roll call vote, the motion was adopted with 5 Aye votes: Cook, Werner, O'Neill, Victor, Quandt.

ADJOURNMENT

Meeting was adjourned at 10:37 a.m.

HALL COUNTY AIRPORT AUTHORITY

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Maggie McDermott, Office Manager

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Ryan O'Neill, Board Chair Tim Victor, Board Secretary/Treasurer

(SIGNATURES ON FILE)