MINUTES
Regular Board Meeting
September 18, 2024 - Following 8:00 a.m. Budget Hearing

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

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

AIRPORT AUTHORITY BOARD MEMBER(S) ABSENT
Vice-Chair Lynne Werner

AIRPORT AUTHORITY STAFF PRESENT
Executive Director Mike Olson, Accounting Manager Debbie Hand, Office Manager Maggie McDermott, Operations Manager Wes Harris, Accounting Assistant Katrina Timmerman, Office Assistant Nichole Czaplewski

LEGAL COUNSEL PRESENT
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 September 18, 2024. Notice of Meeting was given in the *Grand Island Independent* on September 11, 2024. Board Chair O'Neill called the meeting to order at 8:08 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 August 20, 2024
b. Resolution 24-41: Claims 4099 Through 4111

Motion by Quandt, second by Victor to approve the Regular Board Meeting minutes and the Consent Agenda. Upon roll call vote, the motion was adopted with 4 Aye votes: Cook, O'Neill, Victor, Quandt.

DISCUSSION AND ACTION AGENDA

FINANCIAL REPORT
Presented by Accounting Manager Hand

Budget Narrative Ending August, 2024 2nd Month of 4th Qtr : 91.67%	Current Amount August	YTD Amount Oct 23 - Sep 24	Yearly Budget Amount	YTD %	Remaining Budget Amount
Operating Income	$163,546.57	$2,034,488.88	$2,219,440.00	91.67%	$184,951.12
Operating Expenses	$229,253.16	$2,753,472.23	$2,957,420.00	93.10%	$203,947.77
Total Operating Income/(Loss)	**($65,706.59)**	**($718,983.35)**	**($737,980.00)**	**97.43%**	**($18,996.65)**
Tax Levy - Bond	$29,618.98	$1,091,863.51	$1,470,000.00	74.28%	$378,136.49
Tax Levy - General	$4,440.78	$215,313.77	$344,515.00	62.50%	$129,201.23
Tax Levy - General Fund Designated for Air Service Development	$8,544.11	$257,623.05	$300,000.00	85.87%	$42,376.95
Net Income/(Loss)	**($325,115.71)**	**($778,841.69)**	**($592,390.00)**	**131.47%**	**$186,451.69**

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
Aug 2024	118	188	477	61	**844**	290	46	**336**	**1,180**
Aug 2023	119	179	520	100	**918**	126	20	**146**	**1,064**
%Change	-1%	5%	-8%	-39%	**-8%**	130%	130%	**130%**	**11%**

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
Aug-24	2,584	10	9	19	0	79%	2,772	63	0	68%	0	0	0	**5,356**	**44,547**
Aug-23	2,509	9	9	18	0	82%	2,397	65	1	61%	109	1	0	**5,015**	**43,310**
+/- %	3%	11%	0%	6%	0	-4%	16%	-3%	0	11%	0%	0%	0	7%	3%

Operations & Facility Report
Presented by Operations Manager Harris

Facilities:
- Completed annual insurance inspection on Aug 28th
- In process of painting parking lots (75% Complete)
- In process of trimming bushes and clean up landscaping
- On going trouble shooting jet bridge. Should be operational by ED 8/18/24
- Bldg 700 (Lamar/Adventure Bus) roof repair (In process)

- Jerry's heating and air made repairs on Multi Stack system
- Completed weekly and monthly PM's
- Carried out numerous small workorders

<u>Operations:</u>

- Assisting facilities staff with completing work orders
- Mowing safety areas
- Installed cross walk equipment that was damaged
- Organized AF 5 to allow more equipment storge
- 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

- Upon The Delivery Of The New Runway 17/35 Guard Light Regulator In September/October, Crews Will Spend 2 Days Completing The Regulator Equipment Replacements In The Electrical Vault.
    - Benesch Confirmed The Regulator Is Still In Production.
- The Control Cable And New L-821 Airfield Lighting Control Panels Will Be Installed At The Same Time That The Guard Lights Regulator Work Is Completed.
    - Final Change Order (C.O.) To Switch L-821 Cable From Fiber Optics to Hard-Wire (Copper) Cable, To Conform To L-821 Panel Design By Rural Electric, Currently Being Negotiated Between Watts and Benesch.
- The Existing Beacon Structure Will Be Deactivated And Removed, And The New LED Beacon Will Be Brought Into Service.

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

- Design On Schedule and Progressing Towards 95% Milestone. Scheduled 95% Submittal For FAA and HCAA Review On Schedule.
- Target Bid Opening In Late January/Early February of 2025.

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).

- Constructors Has Completed Phase 1, 2, 3 And 6 (New Parking Lot West Of Building 114, Building 114 Apron).
- Constructors Has Been Working On Phase 4 (North Of Building 112), Phase 5 (Metro St), Phase 7 (West of Building 116), and Phase 8 (South of Building 700).
    - Phase 4 Concrete Pavement And Sidewalk Completed. Currently Working On Storm Sewer Pipe And Landscaping.
    - Phase 5 Concrete Pavement Completed. Driveway To Be Installed Next Week.
    - Phase 7 Mainline Concrete Pavement Completed. Intersection Return To Be Completed By End Of This Week.

- Phase 8 Concrete Pavement Removed. Grading Work Ongoing.
- Curb Inlets And Storm Sewer Is Being Installed In Various Phases Of The Project.

Tenant Update

No Tenant Updates

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-42: AIRLINE OPERATING AGREEMENT AND TERMINAL LEASE EXTENSION WITH ALLEGIANT AIR LLC (LAS VEGAS).

Motion by Cook second by Quandt, approving the budget for fiscal year 2024-2025, authorizing the Board Chair to approve the Airline Operating Agreement and Terminal Lease Extension with Allegiant Air LLC, (Las Vegas). The airline agrees to provide regularly scheduled twice weekly nonstop roundtrip jet service from the Central Nebraska Regional Airport (GRI) to Harry Reid International Airport in Las Vegas, Nevada (LAS). The term is extended for two (2) years commencing September 1, 2024, and terminating August 31, 2026. Rent is $718 per month for the nonexclusive use of 91 SF of ticket counter space and 413 SF of office space. Per the Air Service Incentive Program, the Authority will provide a credit of $65,000 per fiscal year, for Allegiant Air, LLC, to use for local cost centers of fuel flowage fees, ground handling fees, into plane fueling fees and landing fees and terminal rents; and provide a marketing fund of $30,000 per fiscal year to promote the Eligible Air Service. Upon roll call vote, the motion was adopted with 4 Aye votes: Cook, O'Neill, Victor, Quandt.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-43: AMENDMENT TO EMPLOYMENT AGREEMENT WITH MICHAEL J. OLSON, EXECUTIVE DIRECTOR.

Motion by Quandt second by Victor, authorizing the Board Chair to execute the Amendment to the Employment Agreement between the Hall County Airport Authority and Michael J. Olson, Executive Director. Except as set forth herein, the terms and conditions of the October 1, 2019 Employment Agreement shall remain in full force and effect. The Employment Agreement is revised to read as follows: Paragraph 4a. Salary at annualized rate of ONE Hundred FIFTY Thousand THREE Hundred FIFTY FOUR and 10/100 DOLLARS ($150,354.10), payable bi-weekly at the rate of FIVE Thousand SEVEN Hundred EIGHTY TWO and 85/100 DOLLARS ($5,782.85), effective October 1, 2024, through September 30, 2025. Director's annual salary and benefits shall be reviewed effective October 1 of each year commencing October 1, 2025. Upon roll call vote, the motion was adopted with 4 Aye votes: Cook, O'Neill, Victor, Quandt.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-44: FINAL APPROVAL OF BUDGET FOR FISCAL YEAR 2024-2025.

Motion by Quandt second by Cook, approving the budget for fiscal year 2024-2025, subject to formal adoption of the 2024-2025 budget in accordance with state auditor requirements.

Motion by Quandt second by Cook, to adopt Resolution 24-44.

Voting Yes: Cook, O'Neill, Victor, Quandt

Voting No: N/A
Abstained: N/A
Absent: Werner
X Motion Adopted *___Motion Failed*

Dated this 18th day of September 2024. Upon roll call vote, the motion was adopted with 4 Aye votes: Cook, O'Neill, Victor, Quandt.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-45: LEASE EXTENSION AGREEMENT WITH GRAND ISLAND AREA CLEAN COMMUNITY SYSTEM, INC. BUILDING 2B.

Motion by Victor second by Quandt, authorizing the Executive Director to execute the Lease Extension Agreement with Grand Island Area Clean Community System, Inc., for Building 2B located at 3661 Sky Park Road. Term is extended for two (2) years commencing October 1, 2024 and terminating September 30, 2026. Base rent is $1,159.62 per month, plus $122.33 per month for insurance. Upon roll call vote, the motion was adopted with 4 Aye votes: Cook, O'Neill, Victor, Quandt.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-46: LEASE AGREEMENT WITH BTS COMMUNICATIONS FOR PHONE SYSTEM.

Motion by Cook second by Victor, authorizing the Executive Director to execute Lease Agreement with BTS Communications for a phone system (20 phones) to be installed at 3579 Sky Park Road (Administration, Bldg. 79), 3773 Sky Park Road (Passenger Terminal, Bldg. 100), 3593 Sky Park Road (Firehouse, Bldg. 93) and 4087 Sky Park Road (Maintenance Shop, Bldg. 129). Lease agreement is 24 months. One time payment for installation and training is $3,510 with half due up front. Monthly fee will be $517.20 for 24 months. Lease agreement includes lifetime warranty on physical phones and lifetime remote support, phone licenses, port over of lines from previous carrier and 3 SIP trunks. Upon roll call vote, the motion was adopted with 4 Aye votes: Cook, O'Neill, Victor, Quandt.

CONSIDERATION & APPROVAL OF RESOLUTION NO. 24-47: REJECT TERRORISM INSURANCE WITH ACE PROPERTY AND CASUALTY INSURANCE COMPANY.

Motion by Victor second by Quandt, authorizing the Board Chair to reject Terrorism Insurance coverage with Ace Property and Casualty Insurance Company for the policy period of September 13, 2024 through September 13, 2025. The cost of Terrorism Insurance is $4,428. Upon roll call vote, the motion was adopted with 4 Aye votes: Cook, O'Neill, Victor, Quandt.

EXECUTIVE DIRECTOR'S REPORT
Presented by Executive Director Olson

a. Legislative Update

Likely we'll have several continuing resolutions. Will be late January or February when Congress starts up again before anything will get done. Nothing statewide that affects us. The Nebraska Department of Aeronautics Commission will host their quarterly board meeting at the Hall County Airport Authority. They will be finalizing the disbursement of fuel sales with the top three airports getting $250,000 each for local portion of FAA eligible projects.

ANNOUNCEMENTS

a. Next Board Meeting is Wednesday, October 16, 2024
b. Red Cross Blood Drive is Tuesday, October 29, 2024

EXECUTIVE SESSION

Motion by Quandt, second by Cook, to go into Executive Session at 8:47 a.m. to discuss airline, lease, contract, and personnel negotiations. Upon roll call vote, the motion was adopted with 4 Aye votes: Cook, O'Neill, Victor, Quandt.

Motion by Victor, second by Quandt to come out of Executive Session with no decisions being made and reconvene to Regular Session at 9:15 a.m. Upon roll call vote, the motion was adopted with 4 Aye votes: Cook, O'Neill, Victor, Quandt.

ADJOURNMENT

Meeting was adjourned at 9:17 a.m.

HALL COUNTY AIRPORT AUTHORITY

____
Maggie McDermott, Office Manager

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

(SIGNATURES ON FILE)