

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF
DIRECTORS OF THE SALINA AIRPORT AUTHORITY
MARCH 10, 2021
HANGAR 600 ROOM 100**

Call to Order

The meeting was called to order at 8:00 AM by Chairman Alan Eichelberger. Chairman Eichelberger confirmed that a quorum was present. Windhorst noted the board meeting notice was published and distributed on Friday, March 5, 2021.

Attendance

Attendance was taken. Chairman Eichelberger, Directors Gunn and Roberg were present. Director Buer attended via video conference. Executive Director, Tim Rogers; Director of Administration and Finance, Shelli Swanson; Director of Facilities and Construction, Kenny Bieker (via video conference); Business and Communications Manager, Kasey Windhorst; Airport Administrative Specialist, Jazstyn Moyer; and Attorney, Greg Bengtson was in attendance. Eric Brown, Salina Area Chamber of Commerce and Renee Duxler, Salina Area Chamber of Commerce attended via video conference. Scott Hillegeist, Air Traffic Control Tower Manager and Mitch Robinson, Salina Community Economic Development Organization were in attendance as guests.

Acceptance of Appointment and Oath of Office for Kristin Gunn and Tod Roberg

Executive Director Rogers announced the reappointed of Airport Authority board member, Kristin Gunn for an additional term of three-year and the appointment of board member, Tod

Roberg to serve a three-year term. Director Gunn and Roberg executed their respective Acceptance of Appointment and Oath of Office documents.

Additions to the Agenda

Chairman Eichelberger asked if there were any additions to the agenda. Executive Director Rogers stated there were no additions.

Right-Of-Way Release Agreement with Evergy Kansas Central, Inc.

Rogers provided an overview of the Evergy Release Agreement which would release Airport Authority claims to property needed by Evergy for the construction of new, overhead electrical service lines for the Schwan's expansion project. Evergy intends to use abandoned railroad property for the transmission lines. The best option for the Airport Authority is to "release, relinquish, and surrender" all rights, title, and interest in the abandoned railroad property.

Director Gunn moved to approve the Release Agreement with Evergy Kansas Central, Inc. and authorize the executive director to sign the agreement. Seconded by Director Buer. Motion passed unanimously.

LAG Rentals Lease Agreement

Rogers commented on the rental car space at the M.J. Kennedy Air Terminal. Recently Lewis Automotive Group (LAG) of Garden City, KS purchased the assets of the Hertz corporate car rental operations located at Lawrence, Manhattan, Salina, and Hays. Lewis will continue to operate all the locations as a Hertz franchisee.

Swanson reviewed the proposed lease terms between the Authority and LAG. The new lease agreement replaces the outdated Hertz corporate lease and provides for the following key terms and conditions:

- Term:** Five (5) years
- Effective date:** April 1, 2021
- Option to renew:** One (1) additional term of five (5) years
- Premises:** **Parcel 1-** Terminal Bldg. #120 – 549 sq. ft. of office space, located on Lot 2, Block 15. LAG shall be entitled to 35 designated parking spaces for rental and employee vehicles on the east side of the Terminal Building.
- Parcel 2** – A tract of land south of the Airport Terminal Bldg. #120, to be used by Lessee as the site of its metal storage structure utilized for vehicle storage
- Rental:** \$545.00 per month
\$6,540 per year
- Additional Rental:** 4% of all gross car rental revenues
- Taxes:** All applicable property tax

Director Gunn moved to approve the LAG Rentals, LLC lease for office space at the M.J. Kennedy Air Terminal and authorize chair Eichelberger to sign the Lease Agreement. Seconded by Director Roberg. Motion passed unanimously.

Federal Aviation Administration Grant Offer and Agreement for Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Financial Assistance

Rogers reviewed the COVID relief grant funding and commented on the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA). The first FAA grant offer includes

\$3,432 allocated for concessionary relief and used to provide relieve from rent and minimum annual guarantees to on-airport car rental concessions. The second FAA grant offer is in the amount of \$1,005,444 to be used by the Airport Authority for costs related to operations and equipment.

Salina Area Technical College (SATC) Request to Acquire SAA Property

Rogers presented five options regarding the acquisition of the Airport Authority's property located adjacent to the SATC campus. The property of interest is Lots 8 (1.57 acres) and 9 (1.72 acres), Block 4, Subdivision No. 5, Schilling Subdivision. The acquisition of the SAA's two lots totaling 3.29 acres would permit SATC to proceed with fund raising efforts to construct a new education building for health care and childcare education/training programs. The board consensus is to consider option #4, to donate lots 8 and 9 at no cost with development to occur within three (3) years. SATC will provide additional plans for Bldg. G. Director Gunn moved to approve the acceptance of option #4, to donate lots 8 and 9 to SATC. Director Buer seconded. Motion passed unanimously.

Staff Reports

Aircraft Storage Hangars

Bieker provided an update on the status of the Aircraft Storage hangar construction project. The bid opening for the project has been scheduled for Wednesday, March 31. A Notice to Bidders will be issued early next week. A March 31 bid opening will give interested contractors sufficient time to prepare a responsive bid. Bids will be received for three separate projects:

1. 1 One (1) 12,000 SF, 50 ft. x 250 ft. five (5) unit, aircraft storage hangar
2. Taxi lane grading, drainage and paving for the five (5) unit aircraft storage hangar
3. One (1) public restroom to serve all aircraft storage hangar tenants

Swanson reviewed financing options to include lease purchase financing with 10-20 years options. SAA staff will present a draft lease agreement for board review at the April board meeting.

A motion was made to adjourn the meeting.

The meeting adjourned at 8:49 A.M.

Minutes approved at the March 17, 2021 Board meeting.

Secretary

(SEAL)