

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY
JANUARY 19, 2022
HANGAR 600, ROOM 100**

Call to Order

The meeting was called to order at 8:00 A.M. by Chair Kristin Gunn. Chair Gunn confirmed that a quorum was present. Business and Communications Manager Kasey Windhorst stated that the board meeting notice was published and distributed on January 14, 2022.

Attendance

Attendance was taken. Chair Gunn, Directors Eichelberger, Buer and Weisel were present. Executive Director Tim Rogers; Director of Administration and Finance Shelli Swanson; Director of Facilities and Construction Maynard Cunningham; Business and Communications Manager Kasey Windhorst; Airport Administration Specialist Michelle Moon; and Attorney Greg Bengtson were present. Julie Yager-Zucker, Avflight Salina, attended as guest. Gary Foss, ArkStar and Bob Viderickson, Saline County Commissioner attended the meeting via video conference.

Additions to the Agenda

Chair Gunn asked if there were any additions to the agenda. Executive Director Rogers stated there were no additions to the agenda.

Minutes

Chair Gunn asked if the board members had additions or corrections to the minutes. Director Weisel moved, seconded by Director Eichelberger, to approve the minutes of the December 15,

2021 regular board meeting and the January 12, 2022 special board meeting. Motion carried 4-0.

Financial Reports

Director of Administration and Finance Swanson distributed and discussed the preliminary financial statements for CY 2021. Swanson noted \$5.3M cash in bank and \$2.6M in bond fund proceeds. Total assets are up 5% year over year. Total liabilities are up 10% and total equity is up 2% compared to 2020. Swanson reviewed the profit and loss report, listing the total operating income at 16% over budget and total expenses 15% over budget. Net operating income before depreciation equaled \$81,412 or \$35,284 over budget. Swanson reviewed significant capital expenses for the month of December 2021.

2021 Air Service Review

Executive Director Rogers introduced Salina Airport Authority's air service consultant Gary Foss, ArkStar Group. Foss presented the demand and capture study for calendar year 2021, which included Saline County data and stats, air service history and current performance, economic profile, catchment area demographics and retention for 2021, as well as 2022 projections related to SkyWest.

GSA/TSA Lease

Executive Director Rogers gave an overview of the existing lease with General Service Administration for the Transportation Security Administration office space located at the M.J. Kennedy Air Terminal Bldg. Director of Administration and Finance Swanson presented the following proposed lease terms:

- Lease Term:** Seven years (April 2022-March 2029)
- Rental Rate:** \$1,233.14 per month or \$14,797.74 per year
- Rate per/sq. ft./year:** \$21.96/SF/Year (Base Rent \$14.04 – Operating Costs \$7.92)
- Operating Cost Adjustment:** CPI Adjustment annually, beginning with the 2nd year of the Lease.
- Early Termination:** The GSA may terminate this Lease with 60 days' prior written notice under certain circumstances as defined under Section 1.04 of the Lease.

A motion was made by Director Weisel and seconded by Director Buer to approve the proposed lease terms and authorization for Salina Airport Authority Board Chair Gunn and Director Weisel to sign GSA Lease Agreement No. GS-06P-LKS00464. The motion passed 4-0.

HW Lochner Engineering Contract

Executive Director Rogers discussed the project plan and documents for the design of the M.J. Kennedy Air Terminal overflow parking. The best option for immediate relief is to build a second overflow parking area south of the terminal building. A south overflow parking lot will require two (2) crossings over the existing stormwater drainage ditch and will be sized to accommodate another 150 vehicles that will provide a total of 350 parking spaces. The location of the south overflow parking lot is in the location of the planned expansion of paved terminal building parking to be constructed with FAA AIP grant funds.

Director Buer moved, and Director Weisel seconded, to approve the proposed agreement with

H.W. Lochner for the design of the south terminal building overflow parking lot crossings and associated survey work in the amount of \$18,500. Motion passed unanimously.

Staff Reports

Executive Director Rogers and Director of Administration and Finance Swanson gave updates of the December 15, 2021, windstorm damage repairs and estimated costs.

Executive Director Rogers reviewed the Aero Plains development project and location. The developer's target is affordable housing for the workforce market demographic.

Upon a motion duly made, the meeting adjourned at 9:20 A.M.

Minutes approved at the February 16, 2022 meeting.

Secretary

(SEAL)