

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY
JANUARY 18, 2023
HANGAR 600, ROOM 100**

Call to Order

Chair Kent Buer called the meeting to order at 8:05 A.M. and confirmed that a quorum was present. Business and Communications Manager Kasey Windhorst stated that the meeting notice and board packets were published on Friday, January 13, 2023. An amended agenda was published and distributed the following Monday, January 16, 2023.

Attendance

Attendance was taken. Present were Chair Buer, Directors Roberg, Carlin, Eichelberger and Gunn (via GTM). 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 attended. Guests were Mitch Robinson, Salina Community Economic Development Organization, Julie Yager-Zucker, Avflight Salina, and Saline County Commissioner Bob Vidricksen (via GTM).

Additions to the Agenda

Chair Buer asked if there were any additions to the agenda. Executive Director Rogers stated that there were no additions to the amended agenda. Rogers then provided an overview of the agenda items.

Minutes

Chair Buer asked if the board members had additions or corrections to the minutes. Director Carlin moved to approve the minutes of the December 21, 2022 regular board meeting as written. Director Roberg seconded the motion. Motion carried 5-0.

Airport Activity

Executive Director Rogers reported the air traffic for calendar year 2022 ended 15% below CY 2021 due to the mid-year runway closure. For the year-to-date, a total of 68,262 operations have occurred at Salina Airport which is 16% less than the December 2021 year-to-date total of 80,970. Fuel flowage for December 2022, while experiencing the seasonal decrease in K-State flights, remained above December 2021. For the year-to-date, a total of 2,371,174 gallons have been delivered at the airport which is 13% more than the December 2021 year-to-date total of 2,096,198. The total number of passenger enplanements for calendar year 2022 was up 8% over 2021 at 21,283 inclusive of charter and commercial flights. Rogers reviewed a comparative fares report provided by ArkStar Group. The report stated that Salina fares are consistently less expensive than other airports in the area (64% less on one-way flights, 33% less for round-trip tickets). Rogers noted that TSA's installation of automated screening devices will positively impact the passenger experience through the security checkpoint. With the addition of the global ACARS system at Salina, pilots and crews will receive critical flight plan and weather information through digital messaging.

Financial Reports

Director of Administration and Finance Swanson reviewed the financial reports ending December

31, 2022 and the preliminary 2022 financial statements. Unrestricted cash in bank is at \$2,121,471. Total 2022 operating income came in at \$3,186,839 or 10% over budget projections while total operating expenses came in 7% over budget. Net operating income before depreciation equaled \$111,937 for the year. Swanson commented on the disbursements from the 2021-1 and 2022-1 GO temp note project fund accounts and reviewed significant expenditures during the month of December. Director Buer directed the staff to file the financials for audit.

2023 SAA Insurance Coverages

Rogers reviewed the annual insurance renewal process for 2023. Swanson summarized the coverages and highlighted on the premium summary for 2023 as compared to 2022. With Lockton's expertise, SAA was able to secure the 2023 cyber coverage at a total premium of \$5,627 which is lower than the 2022 premium of \$5,892. Total 2023 premiums for 2023 came in at \$285,237 compared to \$260,306 in 2022.

SAA Resolution 23-01

Rogers reviewed the proposed SAA resolution 23-01, designating the positions of Salina Airport Authority Board Clerk and Deputy Board Clerk, allowing specified staff to attest board meeting documents. Director Eichelberger made the motion to adopt the resolution, Director Roberg seconded. Motion carried 5 – 0.

Directors' Forum

Rogers relayed the search by the Chamber of Commerce for a SAA board member to sit on the Chamber's CEO Search Committee. Director Roberg will serve on the Chamber's CEO search committee on behalf of the SAA.

Staff Reports

Rogers reviewed the status of the FEMA disaster recovery and mitigation funding. Hangar 626 siding replacement is approved. Two projects remain (\$62,000): reconstruction of the 9 GA hangars; and repairs to Bldgs. 120, 620, 504, 713, Runway, 35 PAPI, airfield perimeter fencing and gates.

Rogers provided an overview of the Salina Chamber of Commerce 2023 legislative agenda, the top priority being the K-State Advanced Immersive Research for Emergent Systems Center (K-AIRES Center), and the Airport Authority's participation.

Rogers updated the board on the status of H626 rehab design project. Rehabilitation design will include replacing the front and back hangar doors with tail doors; removing inside modifications to return the back walls to concrete; constructing restrooms on the east side of the hangar; and improving the fire suppression, electrical and heating systems.

Announcements

Windhorst announced that The Garage Automotive Museum is hosting an open event to the public on January 18th from 4 – 6 P.M., revealing the new "Driven to Serve" display. The airport has equipment on loan to the Garage that is part of the exhibit.

Director Roberg exited the meeting at 9:15 A.M.

Executive Session

At 9:15 A.M. Director Carlin made the following motion:

I move that the Salina Airport Authority board of directors recess into executive session for twenty (20) minutes to discuss the subject of a potential economic development expansion project based upon the need to discuss data relating to the financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships pursuant to K.S.A. 75-4319(b)(4). The open meeting will resume in this room at 9:35 A.M.

Director Eichelberger second the motion. The motion passed unanimously.

The open meeting resumed at 9:35 A.M.

There was no board action following the executive session.

Upon a motion duly made, the meeting adjourned at 9:35 A.M.

Minutes approved at the February 15, 2023, board meeting.

Kasey L. Windhorst, Board Clerk

(SEAL)

Draft