

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

Call to Order

Chair Tod Roberg called the meeting to order at 8:00 A.M. and confirmed that a quorum was present. Business and Communications Manager Kasey Windhorst stated that the meeting notice was published Friday, October 13, 2023, and the board packet was published and distributed on Monday, October 16, 2023.

Attendance

Attendance was taken. Present were Directors Roberg (VTC), Carlin (VTC), Gunn, Boos and O'Brien. Executive Director Tim Rogers; Deputy Executive Director, Pieter Miller; 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 at the meeting were Mitch Robinson, Salina Community Economic Development Organization; Julie Yager-Zucker, Avflight Salina; Renee Duxler, Salina Area Chamber of Commerce; Brandon Walker, Midwest ATC; Bob Vidricksen (VTC), Saline County Commissioner; Lindsey Dreiling, Dreiling Aviation Services; Mitch Walter, Gillmore & Bell; and David Arteberry, Stiefel.

Minutes

Director Gunn moved to approve the minutes of the September 20, 2023 regular board meeting as presented. Director O'Brien seconded the motion. Motion carried 5-0.

Airport Activity

Rogers reviewed the air traffic, fuel flowage and enplanement reports for the month of September. The Salina air traffic control tower (ATCT) recorded 6,801 operations during September 2023 which was a 7.5% decrease as compared to the September 2022 total of 7,352. Avflight Salina delivered 258,893 gallons of fuel during the month which was 40% less than September 2022. Total September 2023 YTD passenger enplanements on SkyWest flights totaled 11,626 which was a 20% decrease as compared to the September 2022 YTD total of 14,552. Rogers discussed SkyWest's Essential Air Service commitment, fares and operations. Advertising and ticket sales have begun for the 2023 holiday season. Rogers noted that the tag with Hays is responsible for a negative passenger enplanement of 12 – 14%.

Financial Review

Financial activity ending September 30, 2023 was presented by Swanson. Total assets were up 10% compared to the same period in 2022. Unrestricted cash in bank is \$1,955,497. Total operating income came in at \$80,115 over September 2022 and is tracking \$226,738 ahead of the CY2023 budget. Operating expenses came in 1% under budget or down \$40,004 from the same period in 2022. Net operating income before depreciation is \$266,357 year-to-date. Swanson reviewed significant capital expenditures and disbursements from the 2022-1 GO Temporary note project fund and 2023-ABC GO bond funds during the month of September. Swanson presented the quarterly 10-year operating revenue and expense trend analysis. Chair Roberg directed staff to file the financials for audit.

Resolution No. 23 -16

Rogers provided a project update on the new above ground aviation fuel storage facility and removal of the existing underground tanks. Swanson reviewed project cost and presented SAA Resolution No. 23-16, authorizing the offering for sale of the taxable general obligation temporary notes in an amount not to exceed \$5,000,000, exclusive of bond issuance and financing costs. David Arteberry, Stiefel reviewed the process and procedures for bond sale. Director O'Brien moved to approve Resolution 23-16, authorizing the offering for sale of taxable general obligation temporary notes, Series 2023-01, and authorizing Chair Roberg to sign. Director Boos seconded the motion. The motion carried 5-0.

Salina Area Chamber of Commerce Agreement for AIM Center Marketing and Communication Services

Lindsey Dreiling, Dreiling Aviation Services provided an update and overview of the AIM Center's 90-Day pre-apprenticeship program. Renee Duxler, Salina Area Chamber of Commerce detailed the Chamber's costs for services supporting the AIM Center project. Rogers noted that the start date for the inaugural class has been postponed from fall 2023 to spring 2024, making the transition to an apprenticeship program in the fall of 2024 fluid. Swanson noted that the contract with the Chamber is wholly funded by the ALOFT grant through June 30, 2025.

Director Gunn moved to approve the agreement with the Salina Area Chamber of Commerce for AIM Center marketing, communications, and administrative services at a cost not to exceed \$210,000 and authorize the Executive Director to sign. Director Boos seconded. The motion carried unanimously.

Kansas-State University-Salina Agreement for AIM Center Instructional Services

Rogers provided an overview of the agreement with KSU Salina for the AIM Center professional education services. Dreiling stated the AIM Center pre-apprenticeship training and instruction will be provided by qualified aviation maintenance instructors such as K-State Salina instructors. The total budget for training and instruction salaries under the Grant Administration Plan budget is \$224,600. The AIM center instruction costs are funded by the Airport Authority's Kansas Department ALOFT grant.

Director Boos moved to approve the agreement with K-State Salina for AIM Center professional education services, at a cost not to exceed \$224,600, and authorize the Executive Director to sign the Professional Education and Outreach Agreements. Director Gunn seconded the motion.

Motion carried 5 – 0.

Staff Reports

Rogers updated the board on the development of the North Ramp MRO project. Construction would include a large hangar facility to support Maintenance, Repair, and Overhaul (MRO) operations specifically to house two (2) wide body aircraft simultaneously, such as the Boeing 777,767 and Airbus A330. The next step will be for staff to issue the Notice for Statements of Qualifications and Interest for project designs.

Rogers provided the overview of the FAA FAST SAF project. Senator Moran's office is supporting this grant program designed to accelerate the deployment of SAF. Rogers proposes that the airport could build a blending and storage facility, addressing the Avflight and Avfuel need for the blended SAF product in a five-state area. Grant applications are due in November.

Staff has submitted the FAA BIL ATP application for the terminal building expansion project. Cost of construction is \$16M, with federal grant funding covering \$14M. Results should be known by February, 2024.

Rogers noted staff received the GO letter from the Federal Aviation Administration for the Runway 12/30 rehabilitation project (construction phase) as part of the FY 2024 Capital Improvement Program.

Cunningham reviewed the construction progress at Hangar H626. Director Gunn moved to recess the meeting to tour the hangar, and then to adjourn the meeting at Hangar H626. Director O'Brien seconded, and the motion carried 5 – 0.

The meeting adjourned at 9:55 A.M. following the duly made motion, carrying 3 – 0.

Minutes approved at the November 15, 2023 board meeting.

Kasey L. Windhorst, Board Clerk

(SEAL)