

**DATE:** November 10, 2022  
**TO:** SAA Board of Directors  
**FROM:** Tim Rogers and Shelli Swanson  
**SUBJECT:** **November 16, 2022, SAA Regular Board Meeting**

Enclosed are items for your review prior to Wednesday's meeting. Please note that the meeting will be held in the **first-floor conference room, Hangar 600, 2720 Arnold Ct.** A map showing the location of Hangar 600 is enclosed in your board meeting packet. The meeting is also available via the following GoToMeeting link.

<https://meet.goto.com/salinaairport/salina-airport-authority-board-meeting>

Wednesday's meeting will feature discussion concerning the following 2022 Airport Authority operating plan priorities.

- Excellence in financial reporting.
- Airport and Airport Industrial Center workforce recruitment.
- Former Schilling AFB Project.
- 2023 Operating Plan and Budget.

Please note the following agenda comments.

**Agenda Item #5 – Review of Airport Activity and Financial Reports for the Month Ending October 31, 2022.** (Rogers)

**Airport Activity – Air Traffic** (Rogers)

The Salina air traffic control tower (ATCT) recorded 8,289 operations during October 2022 which was a 4% increase as compared to the October 2021 total of 7,958. For the year-to-date, a total of 58,758 operations have occurred at the Salina Airport which is 14% less than the October 2021 YTD total of 68,699. Aircraft operations are back to expected levels following the completion of the Runway 17/35 resurfacing project and installation of new LED runway lights.

**Airport Activity – Fuel Flowage** (Rogers)

The October 2022 fuel flowage came in at 147,216 gallons which was 26% less than the October 2021 total of 199,197 gallons. For the year-to-date, a total of 2,020,678 gallons have been delivered which is 14% more than the October 2021 YTD total of 1,764,769 gallons. A few more Ft. Riley APOE flights have been scheduled for November, involving large cargo jets that will be refueled before departing SLN.

**Airport Activity – Passenger Enplanements** (Rogers)

During October 2022 SkyWest enplaned 1,270 passengers, which was a 35% decrease over the October 2021 total of 1,967 passengers. The October 2022 total passenger count was 1,338 which was a 39% decrease over the October 2021 total passenger count of 2,182. For the year-to-date, a total of 15,822 passengers have enplaned United Express flights which is 10% more than the October 2021 YTD total of 14,372 enplaned passengers. The October 2022 decrease in passenger enplanements reflects the continued negative impact of the routing and scheduling tag with Hays. An improved schedule effective December 1, 2022 has been

published. The December schedule change moves the SLN/ORD flight to an afternoon arrival and departure time that will enable SLN passengers to connect at ORD with 35 more flights and 34 more destinations than the current schedule.

**Financial Reports – Comments and Notes (Swanson)**

Highlights from the October 2022 financials include:

- Unrestricted cash in bank at \$1,890,364
- Total YTD income came in \$240,252 over the same period in 2021 (9.84%) and is tracking over (11%, \$258,255) the 2022 budget projections.
- Total operating expenses came in 4% over budget and are running 7.1% more than 2021 or \$166,326.
- Net operating income before depreciation equaled \$176,592 YTD at the end of October.

The disbursements from the 2021-1 and 2022-1 GO Temporary Note project fund accounts during September are included as a separate report in the enclosed financial statements.

**Financial Reports – Accounts Receivable Past Due 31 days or more as of November 10 ,2022**

(Swanson)

<b>Account</b>	<b>Amount</b>	<b>Days</b>	<b>Comments</b>
Hale, Max Alan	\$124	31-60	T-hangar rent
Kansas Military Board	\$4,269	31>90	Bldg. rent

**Short-term Leasing Activity**

On November 4, the SAA entered into a 12-day agreement with Fort Riley’s Combat Aviation Brigade for the leasing of Hangar 509 in support of STRAT air flights from SLN. This agreement will generate \$13,200 in hangar rent.

**Agenda Item #6 – Financial Audit Engagement Letter.** (Swanson)

Enclosed is a copy of the proposed letter of engagement from the Adams Brown CPA firm (Great Bend, KS office) for the audit of the SAA’s financial statements and internal controls. The engagement would be for another three years following the completion of a successful three-year engagement. Adams Brown has proven to be an excellent provider of the level of audit services required for the SAA’s financial statements. The proposed scope of work will result in a Comprehensive Annual Financial Report that meets all local, state, and federal requirements associated with an entity that is funded by a combination of lease revenue, tax dollars, bond funds, state grants, and federal grants.

It is important to note that the number of Kansas based CPA firms that perform municipal entity audits is limited. Salina based CPA firms no longer offer services for municipal entity audits. The requirements for a municipal audit are specific and not the same as audit services for a private sector business.

**Recommendation:** Approval of the proposed letter of engagement from the Adams Brown CPA firm (Great Bend office) for the audit of Salina Airport Authority financial statements for the years ending December 31, 2022, 2023 and 2024.

**Agenda Item #7 – Salina Mini-Storage Land Lease Assignment.** (Swanson and Bengtson)

For estate planning purposes, Salina Mini-Storage owners Larry and Susan Joy Smith have requested an assignment of the land lease for Salina Mini-Storage site at the Airport Industrial Center. The Smiths’ attorney has worked with Shelli and Greg Bengtson to prepare the enclosed **Consent To Leasehold Assignment**. Shelli and Greg will be able to answer questions concerning the consent agreement.

**Recommendation:** Approval of the proposed Salina Mini-Storage land lease, **Consent to Leasehold Assignment.**

**Agenda Item #8 – Salina Area Chamber of Commerce Workforce Recruitment Update.** (Rogers)

In 2019 the Airport Authority entered into an agreement with the Salina Area Chamber of Commerce for economic development services focused on workforce recruitment and retention issues and concerns. The Chamber's workforce recruitment and development efforts support Airport and Airport Industrial Center employers. Critical issues that Chamber staff are taking the lead on include housing and childcare. Chamber president and CEO Eric Brown and Renee Duxler, director of economic and workforce development will attend the meeting to present the Chamber update.

**Agenda Item #9 – Former Schilling AFB Project Update.** (Rogers)

Since the receipt of the \$65.9M settlement from the United States of America on January 6, 2021 the Salina Public Entities (SPEs) environmental engineering and consulting firm, Dragun Corporation has been working on more exact ground water and soil sampling, work plan submittals to KDHE, water treatment pilot studies, final design of remedial action construction, preparation of remedial action bid documents, and investigating emerging technologies for the treatment of PFAS/PFOS contamination.

Project engineer Matt Schroeder with Dragun will attend the meeting to provide an overview of Schilling Project tasks completed, underway, and scheduled for 2023.

**Agenda Item #10 – Review of the SAA's 2023 Property and Liability Insurance Renewals.**

(Swanson)

By the board meeting we should have received quotes for the renewal of the SAA's property and liability renewal insurance policies. The SAA's broker, Lockton Companies, has done another outstanding job marketing all coverages. Commercial property insurance for SAA buildings continues to be a challenge due to the SAA's unique characteristics, operations, and location. Cyber liability coverage was this year's new challenge. Underwriter requirements continue to increase, and SAA staff have taken steps to meet and exceed both underwriter and federal requirements.

**Agenda Item #11 – Review and Discussion of the SAA's 2023 Operating Plan and Budget.** (Rogers

and Swanson)

At the meeting Shelli and I will update you on any changes to the 2023 Operating Plan and Budget document presented at the November 2, 2022 special board meeting. Following our update, we'll look forward to your comments, suggestions, and guidance.

**Agenda Item #12 – Review and Discussion of Candidates for Appointment to the Salina**

**Community Economic Development Organization Board of Directors.** (Swanson)

The SAA, in partnership with the City of Salina, Saline County and Salina Area Chamber of Commerce, is a founding Member of the Salina Community Economic Development Organization (SCEDO). The **Members Agreement** adopted in 2015 provides for the appointment of individuals to serve on the nine-member SCEDO board of directors by the founding Members. The City appoints three, the County two, the SAA two, and the Chamber two SCEDO board members. The SAA's first two appointments were Pete Brundgardt and Jeff Thompson. As a former City of Salina city commissioner and State Senator, Pete had the background and experience to guide the start up of the SCEDO. Jeff's private sector business background and service on the SAA board of directors offered the benefit of understanding the needs of growing and expanding manufacturers. The SAA's third appointment to succeed Jeff Thompson was Jim Maes who is a former SAA board member and experienced real estate developer and

business operator. Pete Burghardt's current three-year term expires on January 31, 2023, and he is not eligible for reappointment.

As you consider candidates for the SCEDO board of directors, I would suggest that you keep in mind that the candidate should understand economic development, workforce recruitment, training and retention, and the operation of a public board. The SCEDO is subject to the Kansas Open Meeting Act and Kansas Open Records Act. Pete, Jeff, and Jim had the backgrounds and experience to be highly effective SCEDO board members. (FYI, both Pete and Jeff were elected SCEDO board presidents)

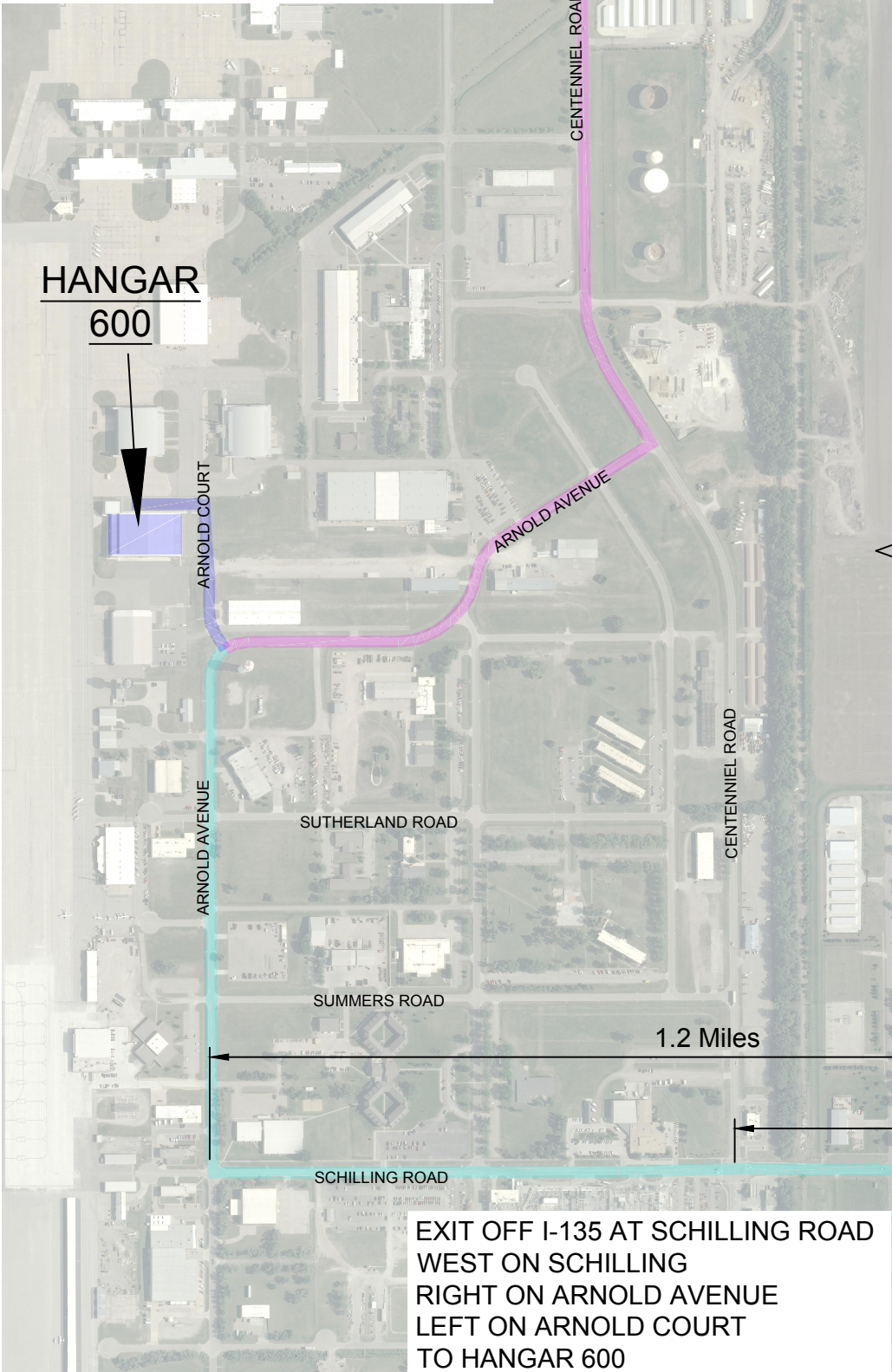
At the November 2, 2022 special board meeting former SAA board member, Brian Weisel was mentioned as a potential candidate. I've contacted Brian and he confirmed his interest in being appointed to serve on the SCEDO board.

At the meeting we can discuss other candidates.

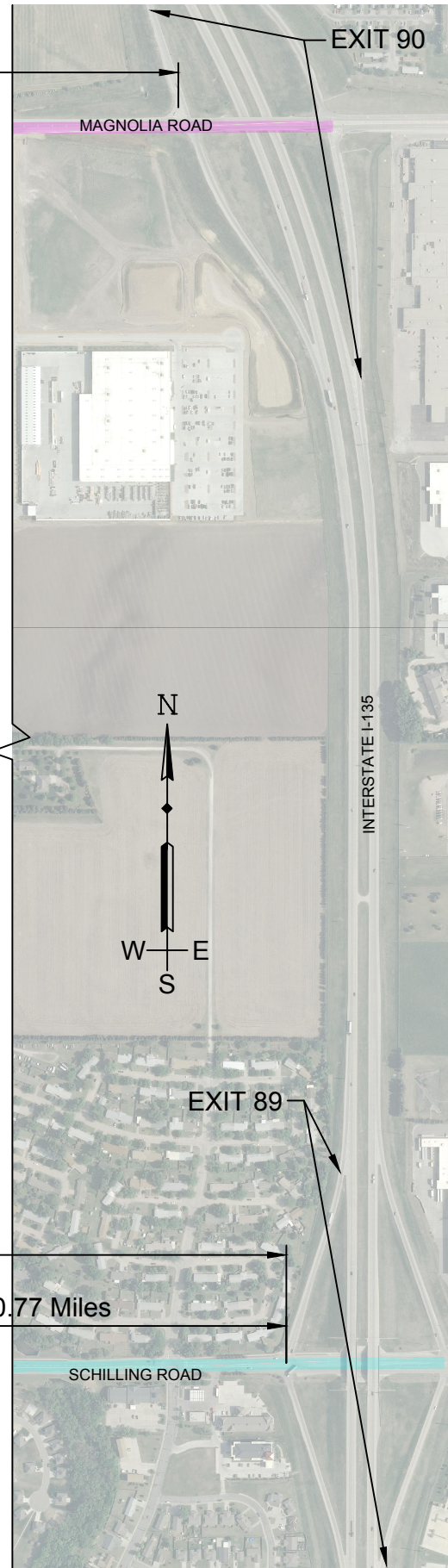
Please let me know if you have questions that you would like me to prepare for prior to the board meeting.

# DIRECTIONS TO HANGAR 600 (2720 ARNOLD COURT)

EXIT OFF I-135 AT MAGNOLIA ROAD  
WEST ON MAGNOLIA  
LEFT ON CENTENNIAL  
RIGHT ON ARNOLD AVENUE  
RIGHT ON ARNOLD COURT  
TO HANGAR 600



EXIT OFF I-135 AT SCHILLING ROAD  
WEST ON SCHILLING  
RIGHT ON ARNOLD AVENUE  
LEFT ON ARNOLD COURT  
TO HANGAR 600



**DATE:** November 11, 2022  
**TO:** Tim Rogers, SAA Board of Directors  
**FROM:** Maynard Cunningham  
**SUBJECT:** **November 16, 2022, SAA Regular Board Meeting**

## Facilities and Construction Notes

### New Projects

- **H626 (Hangar Rehabilitation) –**
  - **Rehabilitation Design** – SAA and Architect One personnel participated in a site visit at Hangar 626 November 2, 2022. SAA has requested an addendum to the Hutton AIA contract to include scope and cost for design of hangar additions to the north and south of the existing hangar, removal of the existing loading dock on the south end of the hangar and construct new loading dock on the east side of the hangar.
  - **Boiler Room Demolition** – A public notice for demolition and removal of the boiler room equipment will be published seeking bids for completing the project. After equipment and piping are removed, the room can then be utilized in the overall design of the aircraft hangar.

### Current Projects

- **H959 (1 Vision Aviation) –**
  - KDHE Permit – SAA and 1 Vision Aviation are providing information to Dragun to determine KDHE air permit requirements at Hangar 959.
  - Johnson Controls Inc. has not been able to return since October 14, 2022, to continue diagnosing trouble alarms on the fire alarm control panel due to aircraft located where the lift needs to be positioned to gain access to the communication cables, junction boxes and heat detectors mounted 70' above the hangar floor.
- **PH305 (SLN Fuel Facility) AIP-47** – SAA, Aviation, and Roundtable personnel have conducted weekly design progress meetings sharing information, providing updates to the plans, and identifying tasks of the design project team.
- **Runway 12/30 AIP-48** – Aviation is updating the Runway 12/30 Rehabilitation Scope of Work for SAA review to be submitted to the FAA.
- **B120 Terminal Building** – Exterior cameras arrived and have been installed around the SLN Terminal Building. SAA personnel met with Nex-Tech personnel at the Terminal Building on July 29, 2022, to discuss exterior camera views. Nex-Tech proposed a plan to SAA personnel September 15, 2022, to relocate and replace the exterior cameras to optimize viewing areas. Cameras are scheduled to arrive in December 2022.

### Special Projects

- **December 15, 2021, Windstorm** - Multiple properties were damaged in the windstorm. Roofing, siding, and other mitigation repairs have been completed at multiple sites to protect from weather. Bids are still being solicited for repairs from the windstorm.
  - **D Hangars** – An estimate from a contractor for pre-storm condition repair costs was received by SAA. SAA personnel are uploading data to the FEMA portal as part of the process to determine possible funding.
  - **Multiple Locations** – SAA is coordinating with FEMA to determine available funding for debris removal, temporary and emergency protective measures, permanent repairs, and mitigation, etc. All the storm damages were separated into seven FEMA Projects. At this time, three of seven Projects have been completed and obligated for funds to SAA. The other projects have been submitted to FEMA Consolidated Resources Center(CRC) for review.
  - **H606, B655(Stryten), H626** – Cheney Construction has been selected from bids received to complete storm damage repair to the west interior wall of Hangar 606, the southwest exterior wall of Building 655, and the exterior siding of Hangar 626. Cheney began work on the repairs at Building 655 Thursday, November 10, 2022.
- **AIT and CTX Devices at SLN** - TSA approval has been received for an Advanced Imaging Technology(AIT) device, commonly referred to as full body scanner technology, and a computed tomography explosives(CTX) detection device for checked baggage at the airport terminal building to improve passenger and bag screening. A TSA Site Survey Team was at SLN Wednesday, November 2, 2022, to review the location and accommodations prepared for the AIT device.

### Completed Projects

- **B595 (Hentzen Coatings-Unit A, 1 Vision Aviation-Unit B) Renovation** - Building renovations were substantially completed October 1, 2022, and an inspection by the City of Salina Building Services and Salina Fire Marshal's office was conducted. A Temporary Certificate of Occupancy(TCO) was received October 4, 2022. Tenants in both the north and south units have started moving into their spaces. A short punch list of items remains to be completed and the delayed delivery of the ground mounted HVAC unit is scheduled for January 2023. A temporary heating unit is in place until it arrives.
- **PH305 (SLN Fuel Facility)** – Hoidale personnel replaced a fuel flow meter on tank #2, repaired leaking connections in fuel pipes on tank #4, and performed troubleshooting on the Continuous Statistical Leak Detection (CSLD) system on tank #11 Tuesday, October 22, 2022.
- **B1021 (Kansas Erosion Products)**- Midwest Spray Foam insulated the underside of a portion of the roof in room 100 at B1021 Tuesday, November 1, 2022. Fiberglass insulation in this area had been damaged from water leaks prior to the roofing repairs completed earlier this year. The insulation will reduce the risk of the fire suppression system pipes freezing in cold weather.



**BUSINESS AND COMMUNICATIONS MANAGER**

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**DATE:** November 10, 2022  
**TO:** Salina Airport Authority Board of Directors  
**FROM:** Kasey L. Windhorst  
**SUBJECT:** November Board Meeting Update

**Airport Security**

During the month of October, the Transportation Security Administration (TSA) conducted the SAA's annual airport security inspection. This inspection focused on the SAA's performance in maintaining and executing a current Airport Security Program (ASP). TSA reported no discrepancies and the SAA is in compliance with current federal security regulations.

In addition to the annual inspection, SAA staff updated the Airport Security Program (ASP) which included revisions to staffing, tenants, employee vetting procedures, and training. SAA employee Andrew Hodge recently completed the online Airport Security Coordinator (ASC) training course provided by the American Association of Airport Executive (AAAE). The following SAA employees are designated certified ASCs for SLN.

Primary ASC	Tim Rogers, Executive Director
Alternate ASC	David Sorell, Manager of Operations
Primary Cyber ASC	Shelli Swanson, Director of Finance and Administration
Alternate Cyber ASC	Kasey Windhorst, Business and Communications Manager

**Staffing**

We are pleased to announce that Lyle Fleming accepted the full-time maintenance, operations, and aircraft rescue fire fighting (ARFF) technician position with the Salina Airport Authority. Lyle has more than 10 years of experience in building and grounds maintenance, equipment repairs and snow removal. Lyle will be a great asset to the SAA team and we are excited to have him on board.

**Upcoming Events**

Kansas State University Salina Aerospace and Technology Campus and the Salina Airport Authority will host the annual Candy Canes and Airplanes event. The community is invited to this holiday open house to greet Santa as he flies into Salina Regional Airport. KSU student clubs and organizations will have holiday bag decorating, construct candy airplanes, fly micro quadcopters, and aircraft displays. The event will take place at Hangar 600, 2720 Arnold Ct. on December 3, 2022 from 1:00pm-4:00pm. Doors open at 1:00 p.m. and Santa arrives at 2:15 p.m.



**Announcements**

As a reminder, the following regular board meetings are scheduled for the remainder of CY 2022. All board meetings will be held at Hangar H600, Room 100.

**Wednesday, November 16, 2022, 8:00 a.m.**

**Regular Board Meeting**

**Wednesday, December 21, 2022, 8:00 a.m.**

**Regular Board Meeting**

**SALINA AIRPORT AUTHORITY REGULAR BOARD MEETING**  
**Hangar H600, First Floor Conference Room**  
**2720 Arnold Court**

**November 16, 2022 – 8:00 AM**

**AGENDA**

**Call to Order:** (Buer)

1. Call to order, determine that a quorum is present and confirm that the meeting notice has been published. (Buer)
2. Recognition of guests. (Buer)
3. Additions to the agenda and agenda overview. (Rogers)
4. Approval of the minutes of the October 19, 2022, regular board meeting and November 2, 2022 special board meeting. (Buer)
5. Review of airport activity and financial reports for the month ending October 31, 2022. (Rogers and Swanson)
6. Consideration of a 3-year financial statement audit engagement with the Adams Brown CPA firm. (Swanson)
7. Consideration of lease assignments for the Salina Mini-Storage land lease. (Swanson and Bengtson)
8. Salina Area Chamber of Commerce workforce recruitment update. (Rogers)
9. Report on the status of Former Schilling AFB Project field work, work plans, and remedial action design. (Rogers)
10. Review of the 2023 property/liability insurance renewals. (Swanson)
11. Consideration of the 2023 Operating Plan and Budget. (Rogers and Swanson)
12. Review and discussion of candidates for appointment to the Salina Community Economic Development Organization board of directors. (Rogers)

**Directors' Forum:** (Buer)



**Visitor's Questions and Comments:** (Buer)

**Staff Reports:** (Rogers)

**Announcements:** (Windhorst)

**Adjournment:** (Buer)



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

**Call to Order**

Chair Kent Buer 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 14, 2022, and the board packet published and distributed on Monday, October 17, 2022.

**Attendance**

Attendance was taken. Chair Buer, Directors Roberg, Carlin, and Eichelberger (via GTM) 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; Administration Specialist Michelle Moon; and Attorney Greg Bengtson attended. Mitch Robinson, Salina Community Economic Development Organization, Julie Yager-Zucker, Avflight Salina, Dr. Alysia Starkey, K-State Salina, and Tim Zimmerman (via GTM) , Kansas Department of Commerce were guests in attendance.

**Additions to the Agenda**

Chair Buer asked if there were any additions to the agenda. Executive Director Rogers stated that the agenda did not have any additions. 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 Eichelberger moved to approve the minutes of the September 21, 2022 regular board meeting. Director Carlin seconded the motion. Motion carried 4-0.

**Airport Activity**

Executive Director Rogers reviewed the September 2022 airport activity. The Salina air traffic control tower (ATCT) recorded a 2% increase in operations for September 2022 over figures for September 2021 (7,352 operations in 2022, 7,206 operations in 2021). Traffic levels have returned to expected activity following reopening Runway 17/35 after the completion of the resurfacing project. Year-to-date total of 50,469 operations remains 17% below 2021 year-to-date (60,741).

September 2022 fuel flowage came in at 434,725 gallons, an increase of 154% over September 2021 sales of 171,259 gallons. 2022 year-to-date is 1,873,462 gallons delivered, a 20% increase over 2021 year-to-date (1,565,572 gallons). The September 2022 increase is directly attributed to Jaded Thunder. The military and government fuel sales account for 30% to 40% of the annual fuel delivered at SLN.

SkyWest continues to experience a decrease in passengers due to the Hays tag. 2022 year-to-date enplanements are at 14,552 passengers (up 17% from 2021 year-to-date), the September 2022 enplanement count at 1,116 passengers (down 40% from 1,900 in September 2021) and total September passengers through SLN at 2,271 (down 40%, 3,738). Rogers reported that the goal for SLN is to

encourage United to optimize the schedule for SLN with a morning flight to Denver and an afternoon flight to Chicago, providing the maximum number of connections for our passengers at these hubs. Advanced bookings for January 2023 are below the number booked in September 2021 for January 2022. Marketing efforts therefore are focusing on advance bookings for the holidays, highlighting competitive ticket pricing.

### **Financial Reports**

Director of Administration and Finance Swanson reviewed the financials ending September 30, 2022. Unrestricted cash in the bank is at \$1,706,215. Total year-to-date income continues to track over 2022's budget (12%), while total expenses are also over budget for the month (6%). The income increase is attributed to the fuel flowage and lease earnings of the Jaded Thunder event. Net operating income before depreciation as of September 30, 2022 is \$158,673 year-to-date. Administrative expenses are up 7% and maintenance expenses are up 4% for the month. Swanson reviewed the significant expenditures, noting progress payments to Hutton, Bettis Asphalt, and Cheney Construction.

Swanson updated the board on the economic impact of the September events, Jaded Thunder and IAC. Jaded Thunder provided a direct cash assessment of \$3.5M to Salina. IAC contributed \$260,000.

Swanson submitted the 10-year trend analysis for the quarter to the board. Chair Buer directed staff to file the financials for audit.

### **Update on the Status of FEMA Disaster Funding for Windstorm Damage Repair, Replacement and Mitigation**

Director of Administration and Finance Swanson updated the board on the status of 7 FEMA projects, representing 25 airport structures. Two of the projects are officially obligated by FEMA with the third expected by the end of the week. The remaining projects are under review. Swanson anticipates FEMA's share at 90%, State of Kansas funding 2.5% and the airport authority funding the balance. Rogers updated the progress of the GA hangars. Nine hangars will replace the damaged hangars.

### **K-State Salina, Aerospace and Technology Campus Growth and Development Update**

Executive Director Rogers introduced Dr. Alysia Starkey to the board. Starkey provided a report of the recent gift to the facility by General Atomics Aeronautical Systems, planned application for the Innovation Ramp, and a grant from the National Institute of Science and Technology for the transformation of H724 into the Kansas Advanced Simulation Center. The goal of the college is to revamp the image of K-State Salina, reflecting the status as a top 5 aviation program, and elevating the city, county and state economically by leading aerospace technology for the next 50 years.

### **Salina Airport Authority development review and approval of the 57,000 SF addition to the Geoprobe manufacturing facility located at 1840 Wall St., Salina Airport Industrial Center**

Director of Facilities and Construction Cunningham summarized the Geoprobe construction project which doubles the size of the existing facility. Staff received a request from Dominion, LLC, (Geoprobe) for Grantor's Site Development Review of their proposed building expansion.

Per the Kansas Warranty Deed site development covenant, the Salina Airport Authority Board of Directors must approve any site development and building construction plans for this property. Cunningham stated that an FAA airspace determination has been received.

Director Carlin moved to approve the development design plans for the construction of the 57,600 SF expansion to the north end of Geoprobe's manufacturing facility located at 1840 Wall St., Salina Airport Industrial Center. Director Roberg seconded the motion. Motion carried 4 – 0.

### **Review and Update Current Salina Regional Airport Improvement Projects**

Executive Director Rogers reviewed the following Airport Improvement Projects.

SLN Fuel Farm will be located just north of the self-fuel station. After the new facility is completed, the current station will be demolished. Rogers anticipates bidding to be in the spring of 2023, optimally 60 to 90 days prior to the grant.

Runway 12/30 is a FAA/AIP funded project. The design should be finished in 2023 for construction bidding in 2024 and consists of lighting and pavement rehabilitation for 6,510 feet of the runway. The plans will also include a standby generator. This add on item would be a 100% SAA cost item as it does not qualify for FAA funding.

Rogers reported that the application for the Terminal Building project was submitted last week. If selected, the FAA will fund 95% of the project (approximately \$11M) and the remaining 5% (\$558,000) will be local funding. Project grant awards would occur by September 2023 based on construction bids received in July 2023.

Hangar H626 rehabilitation design is underway. Rogers noted that a site visit is planned for Project Tanker, October 29, 2022.

The FAA approved the SLN airport layout drawing in September of 2022.

### **Review and Update Current Salina Regional Airport Improvement Projects**

Rogers discussed Building B673, 1725 Scanlan Avenue, damage due to a recent windstorm. Airport Authority staff will assess the building and provide a full report on the building's status. Staff recommendations will be presented and discussed at the November 16, 2022 board meeting.

### **Directors' Forum**

Director Eichelberger asked for an update on the Schilling Environmental project. Rogers stated that an update will be provided to the board prior to year-end.

Chair Buer questioned estimated completion dates on the terminal building remodeling project, if selected. Rogers stated that construction would likely begin in October 2023. The design phase will include an estimated work completion schedule.

### **Staff Reports**

Rogers reported on the excellent partnership efforts of Mitch Robinson, Salina Community Economic Development Organization, Dr. Alysia Starkey, K-State Salina, and Tim Zimmerman,

Kansas Department of Commerce for 1 Vision's growth at SLN.

**Announcements**

Windhorst commented that the next special board meeting is Wednesday, November 2, 2022, at 4:00 p.m. in Hangar H600, first floor conference room.

Upon a motion duly made, the meeting adjourned at 9:36 A.M.

Minutes approved at the November 16, 2022, board meeting.

Tod Roberg, Vice-Chair \_\_\_\_\_

(SEAL)

**MINUTES OF THE SPECIAL MEETING OF THE BOARD  
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY  
NOVEMBER 2, 2022  
HANGAR 600, ROOM 100**

**Call to Order**

The meeting was called to order at 4:00 PM by Chair Buer. Business and Communications Manager, Kasey Windhorst confirmed that a quorum was present and noted the board meeting notice was published and distributed on Friday, October 28, 2022.

**Attendance**

Attendance was taken. Chair Buer, Directors Gunn, Carlin, Roberg and Eichelberger (via VTC) 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 and Attorney Greg Bengtson were in attendance. No guest attended in person or via VTC.

**Additions to the Agenda**

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

**2023 Operating Plan and Budget**

Executive Director Rogers distributed and reviewed the proposed 2023 operating plan and budget. Rogers highlighted on significant priorities which included airfield and building improvements, airport security, airport operations, SAFB environmental project, staffing and partnerships. Director of Administration and Finance Swanson commented on the proposed budget summary for 2023. The final operating plan and budget will be presented to the board for final approval in December.

**Executive Session**

At 4:38 P.M. Director Gunn moved the following:

I move that the Salina Airport Authority board of directors recess into executive session for ten (10) minutes to discuss the subjects of the initial phase of the Executive Director's performance evaluation and matters affecting the privacy interests of other individual employees based upon the need to discuss personnel matters of non-elected personnel pursuant to K.S.A. 75-4319(b)(1). The open meeting will resume in this room at 4:48 PM.

Director Carlin second the motion. The motion passed unanimously.

The open meeting resumed at 4:48 P.M.

**Staff Reports**

Rogers updated the board on the status of the Hangar H626 project. The recent prospect visit resulted in potential design changes. Rogers will reach out to Hutton for updated pricing to revise the scope of design work.



Rogers reviewed the members agreement with Salina Community Economic Development Organization (SCEDO). Salina Airport Authority board members will need to appoint a new SCEDO board member to replace Director Pete Brungardt whose term expires January 31, 2023. Rogers asked SAA board members for suggestions of up to three candidates. The SAA board will review and discuss the suggested candidates at the November 16<sup>th</sup> board meeting.

Upon a motion duly made, the meeting adjourned at 5:15 P.M.

Minutes approved at the November 16, 2022 Board Meeting.

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Tod Roberg, Vice-Chair

(SEAL)

**SALINA AIRPORT AUTHORITY  
AIRPORT ACTIVITY REPORT  
2022**

**AIR TRAFFIC/ATCT**

October, 2022	8,289 Operations 664 Instrument Operations 478 Peak Day
October, 2021	7,958 Operations 875 Instrument Operations 495 Peak Day
January 2022 - October 2022	58,758 Operations
January 2021 - October 2021	68,699 Operations
January 2020 - October 2020	51,101 Operations

**FUEL FLOWAGE**

October, 2022	147,216 Gallons
October, 2021	199,197 Gallons
January 2022 - October 2022	2,020,678 Gallons
January 2021 - October 2021	1,764,769 Gallons
January 2020 - October 2020	2,009,247 Gallons

KSU-S	Avflight Salina	Avflight	
		Military/Gov't Portion	Self-fuel Station Portion
14,325	132,891	24,217	236
13,384	185,813	17,588	861
110,168	1,910,510	750,260	3,353
110,794	1,653,975	348,936	4,974
76,240	1,933,007	810,142	2,635

**SkyWest Airlines**

**ENPLANEMENTS**

October, 2022	1,270 Passengers
October, 2021	1,967 Passengers
January 2022 - October 2022	15,822 Passengers
January 2021 - October 2021	14,372 Passengers
January 2020 - October 2020	6,647 Passengers

**DEPLANEMENTS**

**TOTAL**

1,308 Passengers	2,578
1,935 Passengers	3,902

**ENPLANEMENTS - Charter Flights**

October, 2022	68 Passengers
October, 2021	215 Passengers
January 2022 - October 2022	2,636 Passengers
January 2021 - October 2021	1,227 Passengers
January 2020 - October 2020	5,288 Passengers

**TOTAL ENPLANEMENTS - Scheduled Flights & Charter Flights**

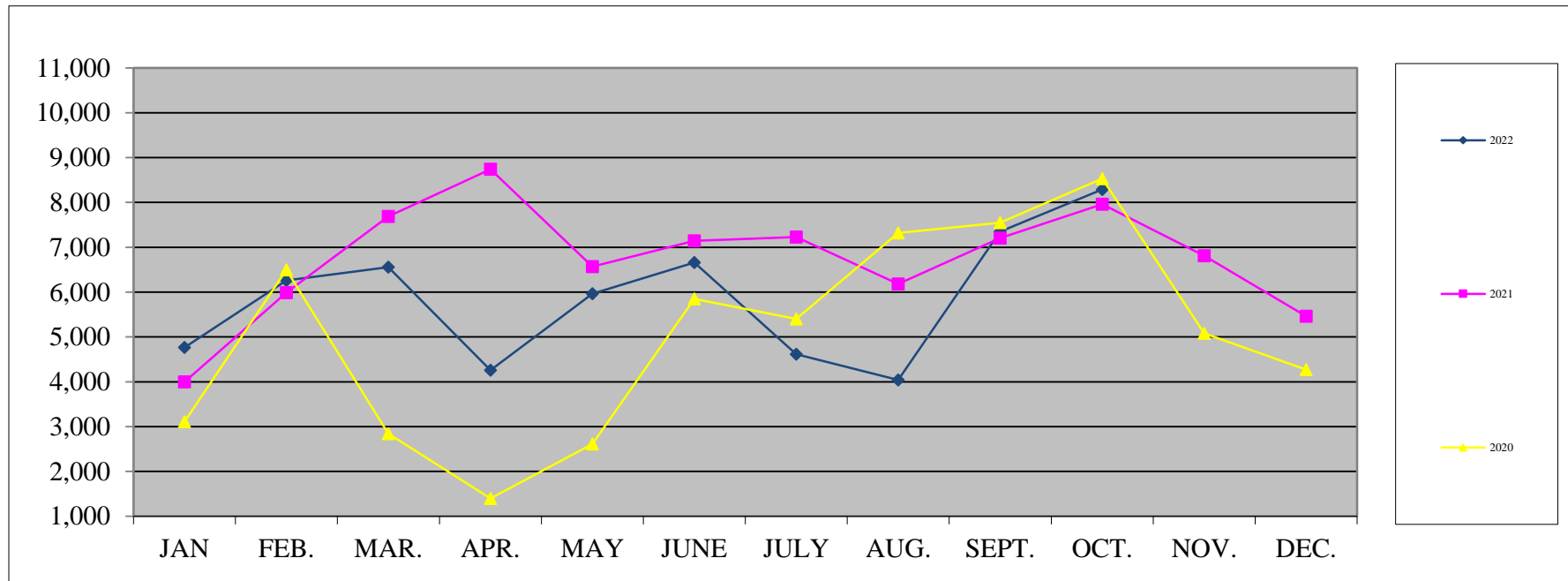
October, 2022	1,338 Passengers
October, 2021	2,182 Passengers
January 2022 - October 2022	18,458 Passengers
January 2021 - October 2021	15,599 Passengers
January 2020 - October 2020	11,935 Passengers

**AIRPORT TRAFFIC RECORD  
2021 - 2022**

	ITINERANT					LOCAL			Total Operations
	AC	AT	GA	MI	Total Itinerant	Civil	Military	Total Local	
<b>2022</b>									
January, 22	124	1,618	610	156	2,508	2,062	194	2,256	4,764
February, 22	128	2,269	680	151	3,228	2,974	58	3,032	6,260
March, 22	131	2,009	722	329	3,191	3,188	178	3,366	6,557
April, 22	176	1,876	616	151	2,819	1,381	58	1,439	4,258
May, 22	186	1,617	711	176	2,690	3,093	182	3,275	5,965
June, 22	178	1,782	749	450	3,159	3,209	292	3,501	6,660
July, 22	148	1,508	773	88	2,517	2,040	56	2,096	4,613
August, 22	122	1,392	644	168	2,326	1,630	84	1,714	4,040
September, 22	140	2,305	1,058	673	4,176	2,912	264	3,176	7,352
October, 22	140	2,622	1,451	182	4,395	3,802	92	3,894	8,289
November, 22									
December, 22									
<b>Totals January - October</b>	<b>1,473</b>	<b>18,998</b>	<b>8,014</b>	<b>2,524</b>	<b>31,009</b>	<b>26,291</b>	<b>1,458</b>	<b>27,749</b>	<b>58,758</b>
<b>2021</b>									
January, 21	131	1,074	540	161	1,906	1,968	122	2,090	3,996
February, 21	109	1,966	533	218	2,826	2,863	300	3,163	5,989
March, 21	113	2,286	743	340	3,482	3,804	402	4,206	7,688
April, 21	120	2,534	743	196	3,593	4,966	180	5,146	8,739
May, 21	132	1,767	847	272	3,018	3,274	278	3,552	6,570
June, 21	141	2,327	876	154	3,498	3,522	122	3,644	7,142
July, 21	129	2,063	845	189	3,226	3,874	130	4,004	7,230
August, 21	132	1,694	898	193	2,917	3,120	144	3,264	6,181
September, 21	130	2,528	1,859	164	4,681	2,467	58	2,525	7,206
October, 21	131	2,231	852	230	3,444	4,432	82	4,514	7,958
November, 21									
December, 21									
<b>Totals January - October</b>	<b>1,268</b>	<b>20,470</b>	<b>8,736</b>	<b>2,117</b>	<b>32,591</b>	<b>34,290</b>	<b>1,818</b>	<b>36,108</b>	<b>68,699</b>
<b>Difference</b>	<b>205</b>	<b>-1,472</b>	<b>-722</b>	<b>407</b>	<b>-1,582</b>	<b>-7,999</b>	<b>-360</b>	<b>-8,359</b>	<b>-9,941</b>
<b>YTD % Change</b>	<b>16%</b>	<b>-7%</b>	<b>-8%</b>	<b>19%</b>	<b>-5%</b>	<b>-23%</b>	<b>-20%</b>	<b>-23%</b>	<b>-14%</b>
<b>Legend:</b>	<b>AC: Air Carrier</b>		<b>AT: Air Taxi</b>						
	<b>GA: General Aviation</b>		<b>MI: Military</b>						

**AIR TRAFFIC**

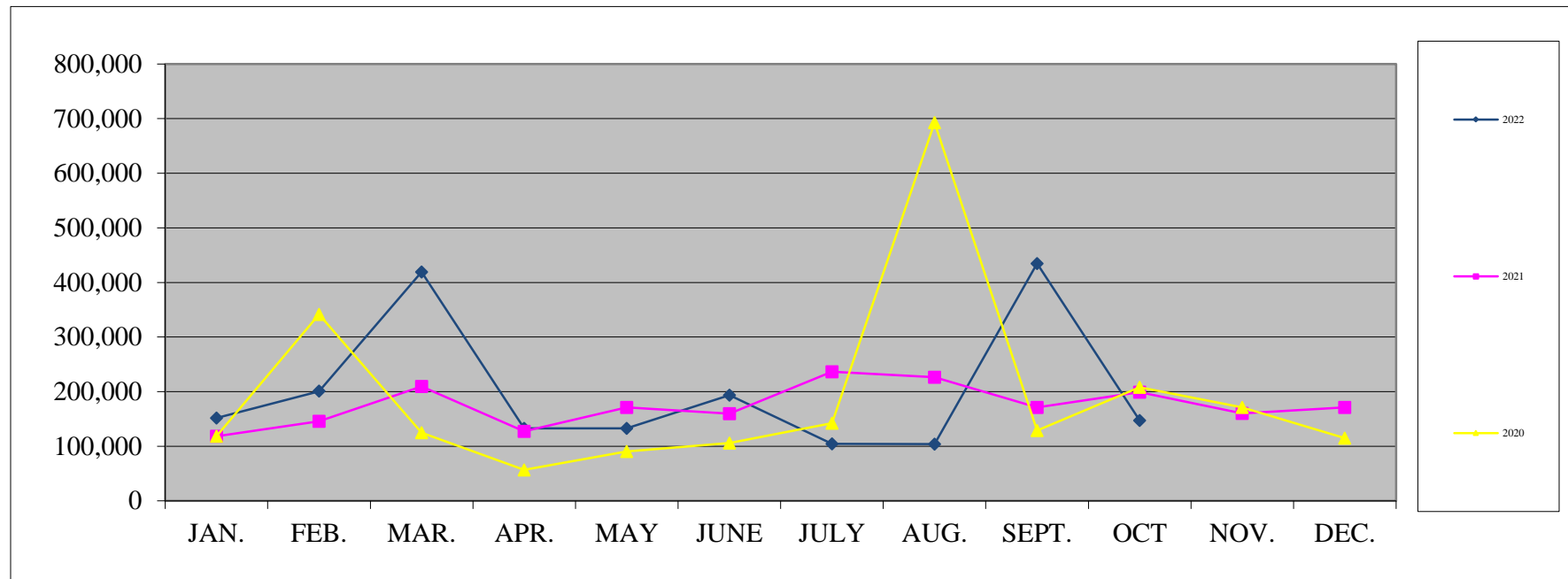
	<u>JAN</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>TOTAL</u>
<b>2022</b>	4,764	6,260	6,557	4,258	5,965	6,660	4,613	4,040	7,352	<b>8,289</b>			<b>58,758</b>
<b>2021</b>	3,996	5,989	7,688	8,739	6,570	7,142	7,230	6,181	7,206	7,958	6,808	5,463	80,970
<b>2020</b>	3,109	6,494	2,841	1,398	2,614	5,846	5,399	7,318	7,550	8,532	5,078	4,269	60,448
<b>2019</b>	3,102	4,852	6,848	8,225	6,328	8,541	8,051	5,520	7,187	7,240	6,072	4,587	76,553
<b>2018</b>	3,418	4,601	6,312	5,510	5,094	6,865	6,865	4,910	6,336	9,974	5,317	4,091	69,293
<b>2017</b>	3,539	6,598	5,329	5,340	4,253	4,338	3,613	4,717	7,081	6,177	6,062	4,094	61,141
<b>2016</b>	4,422	7,789	7,962	7,312	6,898	8,011	5,877	4,789	7,593	6,052	5,458	4,948	77,111
<b>2015</b>	6,918	7,133	8,557	8,870	8,022	7,268	8,089	5,426	8,846	11,367	8,753	7,101	96,350
<b>2014</b>	6,511	6,887	7,143	8,426	8,365	7,234	7,423	5,756	9,035	10,496	8,316	5,509	91,101
<b>2013</b>	5,341	7,146	7,440	7,349	7,336	8,291	6,696	6,694	8,755	10,136	7,946	7,001	90,131
<b>2012</b>	4,642	6,700	8,189	8,002	11,819	7,532	7,635	7,802	10,478	10,292	8,838	5,409	97,338



**FUEL FLOWAGE**

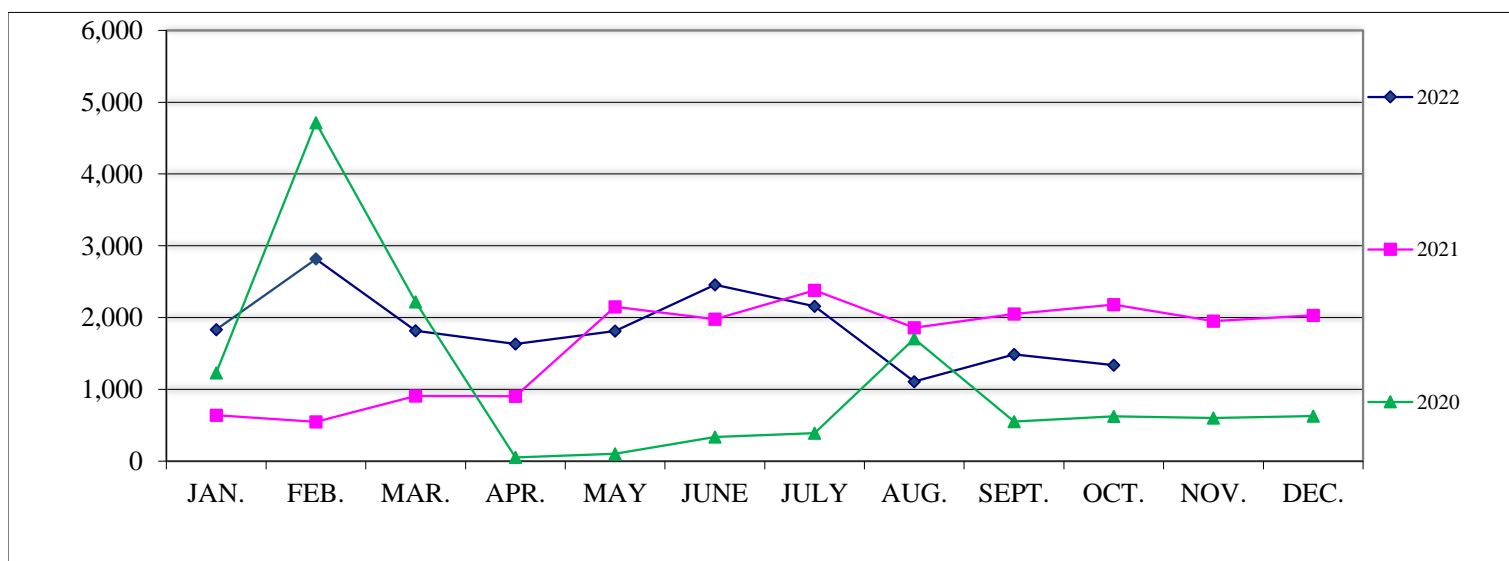
Gallons of Fuel Sold at SLN

	<u>JAN.</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>	<u>SEPT.</u>	<u>OCT</u>	<u>NOV.</u>	<u>DEC.</u>	<u>TOTAL</u>
<b>2022</b>	151,697	200,550	418,947	132,791	132,881	193,611	104,328	103,932	434,725	<b>147,216</b>			<b>2,020,678</b>
<b>2021</b>	118,269	145,726	209,376	127,107	171,289	159,725	236,452	226,367	171,259	199,197	160,279	171,150	2,096,198
<b>2020</b>	118,337	341,329	124,865	56,765	90,326	105,987	142,234	692,613	128,710	208,081	170,893	114,869	2,295,009
<b>2019</b>	156,531	183,334	150,881	119,745	172,835	157,376	111,147	645,834	161,888	223,382	108,525	87,182	2,278,659
<b>2018</b>	74,807	186,507	172,561	154,513	131,941	367,663	288,977	303,273	348,454	161,563	125,129	99,437	2,414,825
<b>2017</b>	115,075	588,072	203,387	149,134	143,801	211,351	160,134	126,751	418,616	172,614	200,050	133,173	2,622,158
<b>2016</b>	80,221	136,763	130,990	94,673	153,410	132,964	208,846	375,330	137,906	126,983	100,764	182,062	1,860,912
<b>2015</b>	176,746	188,406	290,470	132,543	128,100	126,428	237,782	108,581	143,816	717,601	147,853	89,277	2,487,603
<b>2014</b>	115,573	135,651	112,694	95,549	110,387	282,468	103,108	83,757	91,423	652,207	90,948	97,295	1,971,061
<b>2013</b>	139,227	165,167	138,056	121,295	120,083	282,743	134,677	137,840	126,523	134,024	151,427	106,917	1,757,981
<b>2012</b>	136,995	163,253	303,472	142,770	307,541	365,938	162,584	169,534	163,515	149,404	287,619	241,424	2,594,049



## ENPLANEMENTS

	<u>JAN.</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>TOTAL</u>
<b>2022</b>	1,833	2,815	1,815	1,634	1,813	2,458	2,157	1,109	1,486	<b>1,338</b>			<b>18,458</b>
<b>2021</b>	638	548	909	904	2,151	1,979	2,379	1,859	2,050	2,182	1,949	2,032	19,580
<b>2020</b>	1,232	4,716	2,219	52	105	338	392	1,705	552	624	602	628	13,165
<b>2019</b>	996	1,659	1,698	1,548	1,865	1,727	2,065	2,556	1,540	1,958	1,703	1,874	21,189
<b>2018</b>	414	715	370	783	1,387	1,751	1,623	5,553	2,095	2,230	1,756	1,622	20,299
<b>2017</b>	720	1,344	731	756	761	852	793	746	3,874	946	1,229	1,207	13,959
<b>2016</b>	36	0	0	0	0	104	372	910	637	558	574	692	3,883
<b>2015</b>	528	107	4,550	531	122	88	77	79	61	3,574	592	80	10,389
<b>2014</b>	145	109	140	135	175	403	282	223	178	431	157	178	2,556
<b>2013</b>	166	191	205	214	243	218	202	205	161	178	212	243	2,438
<b>2012</b>	237	249	247	216	287	213	174	198	151	187	229	335	2,723



\*\*Adjustment based on Nonscheduled/On-Demand Air Carrier Filings FAA Form 1800-31

# *SALINA Airport* *Authority*

October 2022

FINANCIAL STATEMENTS

Salina Airport Authority  
**Statement of Net Position Prev Year Comparison**  
As of October 31, 2022

11/09/2022

	<u>Oct 31, 22</u>	<u>Sep 30, 22</u>	<u>\$ Change</u>	<u>Oct 31, 21</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>						
<b>Current Assets</b>						
<b>Checking/Savings</b>						
Cash in Bank-Bond Funds	1,404,517	2,064,516	-659,999	49,821	1,354,696	2,719%
Cash in bank-Operating Funds	1,890,364	1,706,215	184,149	1,517,789	372,575	25%
Cash in Bank - Mill Levy	<u>754,772</u>	<u>728,642</u>	<u>26,130</u>	<u>817,549</u>	<u>-62,777</u>	<u>-8%</u>
<b>Total Checking/Savings</b>	<b>4,049,653</b>	<b>4,499,373</b>	<b>-449,720</b>	<b>2,385,159</b>	<b>1,664,494</b>	<b>70%</b>
<b>Accounts Receivable</b>						
Accounts Receivable	<u>107,769</u>	<u>239,611</u>	<u>-131,842</u>	<u>145,224</u>	<u>-37,455</u>	<u>-26%</u>
<b>Total Accounts Receivable</b>	<b>107,769</b>	<b>239,611</b>	<b>-131,842</b>	<b>145,224</b>	<b>-37,455</b>	<b>-26%</b>
<b>Other Current Assets</b>						
Mill Levy receivable	0	52,429	-52,429	0	0	0%
Other current assets	126,662	2,994,571	-2,867,909	136,486	-9,824	-7%
Undeposited Funds	<u>3,257</u>	<u>2,485</u>	<u>772</u>	<u>13,895</u>	<u>-10,638</u>	<u>-77%</u>
<b>Total Other Current Assets</b>	<b>129,919</b>	<b>3,049,485</b>	<b>-2,919,566</b>	<b>150,381</b>	<b>-20,462</b>	<b>-14%</b>
<b>Total Current Assets</b>	<b>4,287,341</b>	<b>7,788,469</b>	<b>-3,501,128</b>	<b>2,680,764</b>	<b>1,606,577</b>	<b>60%</b>
<b>Fixed Assets</b>						
Fixed assets at cost	100,788,639	100,367,024	421,615	95,115,588	5,673,051	6%
Less accumulated depreciation	<u>-52,423,100</u>	<u>-52,181,013</u>	<u>-242,087</u>	<u>-52,817,704</u>	<u>394,604</u>	<u>1%</u>
<b>Total Fixed Assets</b>	<b>48,365,539</b>	<b>48,186,011</b>	<b>179,528</b>	<b>42,297,884</b>	<b>6,067,655</b>	<b>14%</b>
<b>Other Assets</b>						
Deferred Outflow of Resources	<u>1,085,654</u>	<u>1,085,654</u>	<u>0</u>	<u>1,232,712</u>	<u>-147,058</u>	<u>-12%</u>
<b>Total Other Assets</b>	<b>1,085,654</b>	<b>1,085,654</b>	<b>0</b>	<b>1,232,712</b>	<b>-147,058</b>	<b>-12%</b>
<b>TOTAL ASSETS</b>	<b><u>53,738,534</u></b>	<b><u>57,060,134</u></b>	<b><u>-3,321,600</u></b>	<b><u>46,211,360</u></b>	<b><u>7,527,174</u></b>	<b><u>16%</u></b>
<b>LIABILITIES &amp; EQUITY</b>						
<b>Liabilities</b>						
<b>Current Liabilities</b>						
<b>Accounts Payable</b>						
Accounts payable	<u>612,914</u>	<u>3,770,803</u>	<u>-3,157,889</u>	<u>399,549</u>	<u>213,365</u>	<u>53%</u>
<b>Total Accounts Payable</b>	<b>612,914</b>	<b>3,770,803</b>	<b>-3,157,889</b>	<b>399,549</b>	<b>213,365</b>	<b>53%</b>
<b>Credit Cards</b>						
Sam's Club Discover	<u>0</u>	<u>2,118</u>	<u>-2,118</u>	<u>-3,179</u>	<u>3,179</u>	<u>100%</u>
<b>Total Credit Cards</b>	<b>0</b>	<b>2,118</b>	<b>-2,118</b>	<b>-3,179</b>	<b>3,179</b>	<b>100%</b>
<b>Other Current Liabilities</b>						
Accrued debt interest payable	86,052	39,008	47,044	116,989	-30,937	-26%
Debt, current portion	1,710,800	1,710,800	0	1,670,000	40,800	2%
Deferred Mill Levy revenue	393,084	614,014	-220,930	422,445	-29,361	-7%
Other current liabilities	<u>335,492</u>	<u>295,510</u>	<u>39,982</u>	<u>268,047</u>	<u>67,445</u>	<u>25%</u>
<b>Total Other Current Liabilities</b>	<b>2,525,428</b>	<b>2,659,332</b>	<b>-133,904</b>	<b>2,477,481</b>	<b>47,947</b>	<b>2%</b>
<b>Total Current Liabilities</b>	<b>3,138,342</b>	<b>6,432,253</b>	<b>-3,293,911</b>	<b>2,873,851</b>	<b>264,491</b>	<b>9%</b>
<b>Long Term Liabilities</b>						
Debt - Long Term	24,927,207	24,927,207	0	22,171,188	2,756,019	12%
Deferred Inflows of Resources	229,504	229,504	0	66,426	163,078	246%
Less current portion	-1,710,800	-1,710,800	0	-1,670,000	-40,800	-2%
Net OPEB Liability (KPERs)	13,911	13,911	0	13,924	-13	-0%
Net Pension Liability	509,789	509,789	0	715,670	-205,881	-29%
Security Deposits Returnable	<u>128,146</u>	<u>94,339</u>	<u>33,807</u>	<u>92,501</u>	<u>35,645</u>	<u>39%</u>
<b>Total Long Term Liabilities</b>	<b>24,097,757</b>	<b>24,063,950</b>	<b>33,807</b>	<b>21,389,709</b>	<b>2,708,048</b>	<b>13%</b>
<b>Total Liabilities</b>	<b>27,236,099</b>	<b>30,496,203</b>	<b>-3,260,104</b>	<b>24,263,560</b>	<b>2,972,539</b>	<b>12%</b>
<b>Equity</b>						
Invested in Capital Assets net	23,438,332	23,095,048	343,284	20,041,821	3,396,511	17%
Net assets, Designated	90,000	90,000	0	90,000	0	0%
Net assets, Unrestricted	-693,701	-350,417	-343,284	1,065,362	-1,759,063	-165%
Net Income	<u>3,667,803</u>	<u>3,729,299</u>	<u>-61,496</u>	<u>750,619</u>	<u>2,917,184</u>	<u>389%</u>
<b>Total Equity</b>	<b>26,502,434</b>	<b>26,563,930</b>	<b>-61,496</b>	<b>21,947,802</b>	<b>4,554,632</b>	<b>21%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>53,738,533</u></b>	<b><u>57,060,133</u></b>	<b><u>-3,321,600</u></b>	<b><u>46,211,362</u></b>	<b><u>7,527,171</u></b>	<b><u>16%</u></b>



Salina Airport Authority  
**Profit & Loss Budget Performance**  
 October 2022

2:50 PM  
 11/09/2022  
 Accrual Basis

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>Airfield revenue</b>						
Fuel Flowage Fees	12,749	181,205	150,000	31,205	121%	180,000
Hangar rent	62,244	821,515	679,167	142,348	121%	815,000
Landing fees	2,186	34,744	25,375	9,369	137%	30,450
Ramp rent	5,542	55,664	54,167	1,497	103%	65,000
<b>Total Airfield revenue</b>	<b>82,721</b>	<b>1,093,128</b>	<b>908,709</b>	<b>184,419</b>	<b>120%</b>	<b>1,090,450</b>
<b>Building and land rent</b>						
Agri land rent	-1,155	67,965	55,833	12,132	122%	67,000
<b>Building rents - Long Term</b>						
Short-term leasing	39,894	388,385	443,708	-55,323	88%	532,450
Building rents - Long Term - Other	87,788	783,674	681,292	102,382	115%	817,550
<b>Total Building rents - Long Term</b>	<b>127,682</b>	<b>1,172,059</b>	<b>1,125,000</b>	<b>47,059</b>	<b>104%</b>	<b>1,350,000</b>
<b>Land rent</b>						
Basic Land Rent	10,566	127,877	135,478	-7,601	94%	162,573
Property tax - tenant share	8,952	89,522	89,522	0	100%	107,427
<b>Total Land rent</b>	<b>19,518</b>	<b>217,399</b>	<b>225,000</b>	<b>-7,601</b>	<b>97%</b>	<b>270,000</b>
Tank rent	1,220	12,200	11,700	500	104%	14,040
<b>Total Building and land rent</b>	<b>147,265</b>	<b>1,469,623</b>	<b>1,417,533</b>	<b>52,090</b>	<b>104%</b>	<b>1,701,040</b>
<b>Other revenue</b>						
Airport Marketing	0	20,000	20,833	-833	96%	25,000
ARFF Training	0	5,610	0	5,610	100%	0
Commissions	0	20,119	15,833	4,286	127%	19,000
Other income	1,645	74,350	61,667	12,683	121%	74,000
<b>Total Other revenue</b>	<b>1,645</b>	<b>120,079</b>	<b>98,333</b>	<b>21,746</b>	<b>122%</b>	<b>118,000</b>
<b>Total Income</b>	<b>231,631</b>	<b>2,682,830</b>	<b>2,424,575</b>	<b>258,255</b>	<b>111%</b>	<b>2,909,490</b>
<b>Gross Income</b>	<b>231,631</b>	<b>2,682,830</b>	<b>2,424,575</b>	<b>258,255</b>	<b>111%</b>	<b>2,909,490</b>
<b>Expense</b>						
<b>Administrative expenses</b>						
A/E, consultants, brokers	454	75,773	28,333	47,440	267%	34,000
Airport promotion	10,566	199,304	204,167	-4,863	98%	245,000
Bad Debt Expense	0	0	4,167	-4,167	0%	5,000
Computer/Network Admin.	7,241	35,534	23,750	11,784	150%	28,500
Dues and subscriptions	1,868	26,464	22,917	3,547	115%	27,500
Employee retirement	7,307	74,483	66,740	7,743	112%	80,088
FICA and medicare tax expense	5,509	60,239	55,964	4,275	108%	67,157
Industrial development	4,792	47,917	50,000	-2,083	96%	60,000
Insurance , property	19,217	192,682	191,667	1,015	101%	230,000
Insurance, medical	17,484	164,130	183,333	-19,203	90%	220,000
Kansas unemployment tax	0	715	833	-118	86%	1,000
Legal and accounting	1,514	51,023	38,250	12,773	133%	45,900
Office salaries	47,493	492,882	458,333	34,549	108%	550,000
Office Supplies	255	9,392	6,796	2,596	138%	8,155
Other administrative expense	1,009	11,279	15,000	-3,721	75%	18,000
Postage	0	1,077	1,700	-623	63%	2,040
Property tax expense	12,047	120,471	120,471	0	100%	144,565
Special Events	129	1,553	1,250	303	124%	1,500
Telephone	3,521	18,018	20,833	-2,815	86%	25,000
Training	0	7,148	8,333	-1,185	86%	10,000
Travel and meetings	0	12,579	8,333	4,246	151%	10,000
<b>Total Administrative expenses</b>	<b>140,406</b>	<b>1,602,663</b>	<b>1,511,170</b>	<b>91,493</b>	<b>106%</b>	<b>1,813,405</b>

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Maintenance expenses</b>						
Airfield maintenance	2,106	49,522	41,667	7,855	119%	50,000
Airport Security	0	382	6,667	-6,285	6%	8,000
Building maintenance	12,925	178,918	125,000	53,918	143%	150,000
Equipment fuel and repairs	1,628	63,703	75,000	-11,297	85%	90,000
Fire Services	265	5,018	26,458	-21,440	19%	31,750
Grounds maintenance	0	17,976	12,500	5,476	144%	15,000
Maintenance salaries	25,275	322,888	318,437	4,451	101%	382,124
Other maintenance expenses	1,678	21,680	16,667	5,013	130%	20,000
Snow removal expense	0	8,740	16,667	-7,927	52%	20,000
Utilities	17,212	234,748	250,000	-15,252	94%	300,000
<b>Total Maintenance expenses</b>	<b>61,089</b>	<b>903,575</b>	<b>889,063</b>	<b>14,512</b>	<b>102%</b>	<b>1,066,874</b>
<b>Total Expense</b>	<b>201,495</b>	<b>2,506,238</b>	<b>2,400,233</b>	<b>106,005</b>	<b>104%</b>	<b>2,880,279</b>
<b>Net Ordinary Income</b>	<b>30,136</b>	<b>176,592</b>	<b>24,342</b>	<b>152,250</b>	<b>725%</b>	<b>29,211</b>
<b>Other Income/Expense</b>						
<b>Other Income</b>						
Capital contributed	0	4,348,846	5,153,027	-804,181	84%	6,183,632
Gain on sale of assets	0	0	10,000	-10,000	0%	20,000
<b>Interest income</b>						
Interest income on deposits	957	6,732	1,250	5,482	539%	1,500
<b>Total Interest income</b>	<b>957</b>	<b>6,732</b>	<b>1,250</b>	<b>5,482</b>	<b>539%</b>	<b>1,500</b>
<b>Mill levy income</b>	<b>196,542</b>	<b>2,038,583</b>	<b>2,046,713</b>	<b>-8,130</b>	<b>100%</b>	<b>2,456,055</b>
<b>Total Other Income</b>	<b>197,499</b>	<b>6,394,161</b>	<b>7,210,990</b>	<b>-816,829</b>	<b>89%</b>	<b>8,661,187</b>
<b>Other Expense</b>						
<b>Debt interest expense net</b>						
Bond issue cost	0	11,640	45,000	-33,360	26%	45,000
Interest Expense on Debt	47,044	470,442	470,442	0	100%	564,530
<b>Total Debt interest expense net</b>	<b>47,044</b>	<b>482,082</b>	<b>515,442</b>	<b>-33,360</b>	<b>94%</b>	<b>609,530</b>
<b>Depreciation expense</b>	<b>242,087</b>	<b>2,420,870</b>	<b>2,420,870</b>	<b>0</b>	<b>100%</b>	<b>2,905,044</b>
<b>Total Other Expense</b>	<b>289,131</b>	<b>2,902,952</b>	<b>2,936,312</b>	<b>-33,360</b>	<b>99%</b>	<b>3,514,574</b>
<b>Net Other Income</b>	<b>-91,632</b>	<b>3,491,209</b>	<b>4,274,678</b>	<b>-783,469</b>	<b>82%</b>	<b>5,146,613</b>
<b>Net Income</b>	<b>-61,496</b>	<b>3,667,801</b>	<b>4,299,020</b>	<b>-631,219</b>	<b>85%</b>	<b>5,175,824</b>

**Salina Airport Authority**  
**Profit & Loss Prev Year Comparison**  
 January through October 2022

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 11/09/2022  
 Accrual Basis

	<u>Jan - Oct 22</u>	<u>Jan - Oct 21</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Airfield revenue</b>				
Fuel Flowage Fees	181,205.30	150,219.17	30,986.13	20.63%
Hangar rent	821,515.21	698,405.94	123,109.27	17.63%
Landing fees	34,743.96	26,069.25	8,674.71	33.28%
Ramp rent	55,664.00	53,472.00	2,192.00	4.1%
<b>Total Airfield revenue</b>	<b>1,093,128.47</b>	<b>928,166.36</b>	<b>164,962.11</b>	<b>17.77%</b>
<b>Building and land rent</b>				
Agri land rent	67,964.55	67,462.55	502.00	0.74%
<b>Building rents - Long Term</b>				
Short-term leasing	388,385.00	333,133.96	55,251.04	16.59%
Building rents - Long Term - Other	783,673.72	782,310.98	1,362.74	0.17%
<b>Total Building rents - Long Term</b>	<b>1,172,058.72</b>	<b>1,115,444.94</b>	<b>56,613.78</b>	<b>5.08%</b>
<b>Land rent</b>				
Basic Land Rent	127,877.07	137,433.58	-9,556.51	-6.95%
Property tax - tenant share	89,522.10	94,520.00	-4,997.90	-5.29%
<b>Total Land rent</b>	<b>217,399.17</b>	<b>231,953.58</b>	<b>-14,554.41</b>	<b>-6.28%</b>
Tank rent	12,200.00	11,723.00	477.00	4.07%
<b>Total Building and land rent</b>	<b>1,469,622.44</b>	<b>1,426,584.07</b>	<b>43,038.37</b>	<b>3.02%</b>
<b>Other revenue</b>				
Airport Marketing	20,000.00	0.00	20,000.00	100.0%
ARFF Training	5,610.00	2,460.00	3,150.00	128.05%
Commissions	20,118.62	16,770.34	3,348.28	19.97%
Other income	74,349.68	68,596.31	5,753.37	8.39%
<b>Total Other revenue</b>	<b>120,078.30</b>	<b>87,826.65</b>	<b>32,251.65</b>	<b>36.72%</b>
<b>Total Income</b>	<b>2,682,829.21</b>	<b>2,442,577.08</b>	<b>240,252.13</b>	<b>9.84%</b>
<b>Gross Income</b>	<b>2,682,829.21</b>	<b>2,442,577.08</b>	<b>240,252.13</b>	<b>9.84%</b>
<b>Expense</b>				
<b>Administrative expenses</b>				
A/E, consultants, brokers	75,772.80	24,966.55	50,806.25	203.5%
<b>Airport promotion</b>				
Air Serv. Mktg - SAA	193,117.40	175,065.66	18,051.74	10.31%
Airport promotion - Other	6,186.51	4,171.14	2,015.37	48.32%
<b>Total Airport promotion</b>	<b>199,303.91</b>	<b>179,236.80</b>	<b>20,067.11</b>	<b>11.2%</b>
Bad Debt Expense	0.00	107.00	-107.00	-100.0%
Computer/Network Admin.	35,534.33	23,875.91	11,658.42	48.83%
Dues and subscriptions	26,464.21	25,448.46	1,015.75	3.99%
Employee retirement	74,482.77	67,479.98	7,002.79	10.38%
FICA and medicare tax expense	60,238.96	56,558.31	3,680.65	6.51%
Industrial development	47,916.70	23,750.00	24,166.70	101.76%
Insurance , property	192,681.50	169,826.30	22,855.20	13.46%
Insurance, medical	164,129.86	163,478.05	651.81	0.4%
Kansas unemployment tax	715.43	6,365.27	-5,649.84	-88.76%
Legal and accounting	51,022.80	52,313.10	-1,290.30	-2.47%
Office salaries	492,882.03	453,959.67	38,922.36	8.57%
Office Supplies	9,391.75	6,444.75	2,947.00	45.73%
<b>Other administrative expense</b>				
Merchant Processing Fees	6,666.83	9,135.67	-2,468.84	-27.02%
Other administrative expense - Other	4,612.13	6,233.57	-1,621.44	-26.01%
<b>Total Other administrative expense</b>	<b>11,278.96</b>	<b>15,369.24</b>	<b>-4,090.28</b>	<b>-26.61%</b>
Payroll expenses	0.00	0.00	0.00	0.0%
Postage	1,076.64	1,081.21	-4.57	-0.42%
Property tax expense	120,470.80	142,378.30	-21,907.50	-15.39%
Special Events	1,552.59	2,082.98	-530.39	-25.46%
Telephone	18,017.85	21,674.33	-3,656.48	-16.87%
Training	7,148.46	469.95	6,678.51	1,421.11%
Travel and meetings	12,578.63	10,012.32	2,566.31	25.63%
<b>Total Administrative expenses</b>	<b>1,602,660.98</b>	<b>1,446,878.48</b>	<b>155,782.50</b>	<b>10.77%</b>

	Jan - Oct 22	Jan - Oct 21	\$ Change	% Change
<b>Maintenance expenses</b>				
Airfield maintenance	49,521.88	37,810.38	11,711.50	30.97%
Airport Security	382.36	5,888.43	-5,506.07	-93.51%
Building maintenance	178,917.72	119,306.19	59,611.53	49.97%
Equipment fuel and repairs	63,703.04	73,013.79	-9,310.75	-12.75%
Fire Services	5,017.50	22,393.88	-17,376.38	-77.59%
Grounds maintenance	17,975.72	10,039.76	7,935.96	79.05%
Maintenance salaries				
COVID-19 Compensation	0.00	343.00	-343.00	-100.0%
Maintenance salaries - Other	322,888.09	284,134.54	38,753.55	13.64%
<b>Total Maintenance salaries</b>	<b>322,888.09</b>	<b>284,477.54</b>	<b>38,410.55</b>	<b>13.5%</b>
Other maintenance expenses	21,680.14	14,023.70	7,656.44	54.6%
Snow removal expense	8,740.00	2,684.74	6,055.26	225.54%
Utilities	234,747.94	323,392.18	-88,644.24	-27.41%
<b>Total Maintenance expenses</b>	<b>903,574.39</b>	<b>893,030.59</b>	<b>10,543.80</b>	<b>1.18%</b>
Uncategorized Expenses	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>2,506,235.37</b>	<b>2,339,909.07</b>	<b>166,326.30</b>	<b>7.11%</b>
<b>Net Ordinary Income</b>	<b>176,593.84</b>	<b>102,668.01</b>	<b>73,925.83</b>	<b>72.01%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>Capital contributed</b>				
ARPA Grant No. 45 - Equipment	0.00	0.00	0.00	0.0%
ARPA Grant No. 45 - Operating	75,271.79	0.00	75,271.79	100.0%
CARES Grant No. 41 - Operating	0.00	183,669.53	-183,669.53	-100.0%
CRRSAA Grant No. 43 - Equipment	0.00	280,763.77	-280,763.77	-100.0%
CRRSAA Grant No. 43 - Operating	0.00	724,703.23	-724,703.23	-100.0%
Capital contributed - Other	4,273,573.72	75,110.27	4,198,463.45	5,589.73%
<b>Total Capital contributed</b>	<b>4,348,845.51</b>	<b>1,264,246.80</b>	<b>3,084,598.71</b>	<b>243.99%</b>
Gain on sale of assets	0.00	193,240.00	-193,240.00	-100.0%
<b>Interest income</b>				
Interest income on deposits	6,732.45	724.11	6,008.34	829.76%
<b>Total Interest income</b>	<b>6,732.45</b>	<b>724.11</b>	<b>6,008.34</b>	<b>829.76%</b>
Mill levy income	2,038,583.23	2,147,136.93	-108,553.70	-5.06%
<b>Total Other Income</b>	<b>6,394,161.19</b>	<b>3,605,347.84</b>	<b>2,788,813.35</b>	<b>77.35%</b>
<b>Other Expense</b>				
<b>Debt interest expense net</b>				
Bond issue cost	11,640.00	47,945.52	-36,305.52	-75.72%
Interest Expense on Debt	470,442.00	536,050.00	-65,608.00	-12.24%
<b>Total Debt interest expense net</b>	<b>482,082.00</b>	<b>583,995.52</b>	<b>-101,913.52</b>	<b>-17.45%</b>
Depreciation expense	2,420,869.60	2,373,401.70	47,467.90	2.0%
<b>Total Other Expense</b>	<b>2,902,951.60</b>	<b>2,957,397.22</b>	<b>-54,445.62</b>	<b>-1.84%</b>
<b>Net Other Income</b>	<b>3,491,209.59</b>	<b>647,950.62</b>	<b>2,843,258.97</b>	<b>438.81%</b>
<b>Net Income</b>	<b>3,667,803.43</b>	<b>750,618.63</b>	<b>2,917,184.80</b>	<b>388.64%</b>

Salina Airport Authority  
**Capital Additions Budget vs. Actual**  
As of October 31, 2022

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11/09/2022  
Accrual Basis

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>Annual Budget</u>	<u>+/- Annual Budget</u>	<u>% of Annual Budget</u>
<b>ASSETS</b>					
<b>Fixed Assets</b>					
<b>Fixed assets at cost</b>					
<b>Airfield</b>					
AIP-42 Rwy 17/35 Rehab		3,242,007	3,872,315	-630,308	84%
AIP-47 Pumphouse 305		20,449	380,957	-360,508	5%
AIP-48 Terminal Parking Lot Reh		2,490	562,500	-560,010	0%
AIP-XX Rwy 12/30 Rehab Design		45,793	285,250	-239,457	16%
AIP-XX Terminal Bldg. Expansion		10,064	1,393,302	-1,383,238	1%
Airfield Improvements	19,914	47,258	50,000	-2,742	95%
GA Hangar Construction		0	730,000	-730,000	0%
GA Hangar taxilane		0	113,172	-113,172	0%
GA Hangars Design		0	17,694	-17,694	0%
KAIP-2022 Rwy 17/35 N 4,800ft.		1,561,448	1,691,185	-129,737	92%
North Ramp Development		13,098	7,500	5,598	175%
Rwys 17/35 - 12/30 LED Lighting	1,221	130,513	175,000	-44,487	75%
<b>Total Airfield</b>	<u>21,135</u>	<u>5,073,120</u>	<u>9,278,875</u>	<u>-4,205,755</u>	<u>55%</u>
<b>Buildings &amp; Improvements</b>					
<b>Bldg. 120 Terminal building</b>					
Concourse Imps.		311,023	393,107	-82,084	79%
South overflow parking lot A/E		18,500	18,500	0	100%
South overflow parking lot const		150,637	155,170	-4,533	97%
Terminal Bldg. Other	2,185	8,360	15,000	-6,640	56%
<b>Total Bldg. 120 Terminal building</b>	<u>2,185</u>	<u>488,520</u>	<u>581,777</u>	<u>-93,257</u>	<u>84%</u>
<b>Building improvements</b>					
2021-12-15 Storm Damage		235,650	1,000,000	-764,350	24%
Bldg. #1021 Facility Imps.		135,624	151,891	-16,267	89%
Bldg. 394 Parking Lot Imps.		0	50,000	-50,000	0%
Bldg. 412 Imps.		24,300	35,000	-10,700	69%
Bldg. 520 Imps.		87,311	50,000	37,311	175%
Bldg. 595 Improvements Const.	385,851	1,771,905	1,664,000	107,905	106%
Bldg. 595 Improvements Design		99,700	99,700	0	100%
Bldg. 655 Improvements		29,253	40,000	-10,747	73%
Bldg. Imps. Other		49,787	45,000	4,787	111%
Hangar #509 Imps.		0	20,000	-20,000	0%
Hangar 600 Improvements		61,460	16,490	44,970	373%
Hangar 626 Rehabilitation	16,328	120,328	246,000	-125,672	49%
Hangar 959 Rehabilitation		61,485	32,725	28,760	188%
<b>Total Building improvements</b>	<u>402,179</u>	<u>2,676,803</u>	<u>3,450,806</u>	<u>-774,003</u>	<u>78%</u>
<b>FBO Improvements</b>					
Bldg. 700 Imps. Avflight North		23,331	45,000	-21,669	52%
Hangar 409-1 Imps Avflight So.		0	10,000	-10,000	0%
<b>Total FBO Improvements</b>	<u>0</u>	<u>23,331</u>	<u>55,000</u>	<u>-31,669</u>	<u>42%</u>
<b>Total Buildings &amp; Improvements</b>	<u>404,364</u>	<u>3,188,654</u>	<u>4,087,583</u>	<u>-898,929</u>	<u>78%</u>

	<b>Oct 22</b>	<b>Jan - Oct 22</b>	<b>Annual Budget</b>	<b>+/- Annual Budget</b>	<b>% of Annual Budget</b>
<b>Equipment</b>					
Airfield Equipment		0	15,000	-15,000	0%
ARFF equipment		-17,413	25,000	-42,413	-70%
Communications equipment		7,609	20,000	-12,391	38%
Computer equipment		3,334	25,000	-21,666	13%
Industrial center equipment		0	15,000	-15,000	0%
Office equipment		0	7,500	-7,500	0%
Other Equipment		0	5,000	-5,000	0%
Shop equipment		3,585	20,000	-16,415	18%
Terminal bldg equipment		0	10,000	-10,000	0%
Vehicles		0	25,000	-25,000	0%
<b>Total Equipment</b>	<b>0</b>	<b>-2,885</b>	<b>167,500</b>	<b>-170,385</b>	<b>-2%</b>
<b>Land</b>					
<b>Airport Indust. Cent. Imps.</b>					
AIC-City-Wide Storage Tract Imp	0	0	15,000	-15,000	0%
Airport Indust. Cent. Imps. - Other	0	0	3,000	-3,000	0%
<b>Total Airport Indust. Cent. Imps.</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>-18,000</b>	<b>0%</b>
<b>Rail Spur Imps.</b>		0	20,000	-20,000	0%
<b>Total Land</b>	<b>0</b>	<b>0</b>	<b>38,000</b>	<b>-38,000</b>	<b>0%</b>
<b>Total Fixed assets at cost</b>	<b>425,499</b>	<b>8,258,889</b>	<b>13,571,958</b>	<b>-5,313,069</b>	<b>61%</b>

**Salina Airport Authority**  
**Significant Capital Expenditures Detail**  
**October 2022**

Type	Date	Name	Memo	Amount	Balance
<b>Fixed assets at cost</b>					
<b>Airfield</b>					
<b>Airfield Improvements</b>					
Bill	10/31/2022	APAC-Kansas, Inc., Shears Div.	Rwy 17/35 patching	19,913.90	19,913.90
Total Airfield Improvements				19,913.90	19,913.90
<b>Rwys 17/35 - 12/30 LED Lighting</b>					
Bill	10/07/2022	AGM Airfield Guidancesign Manu...	Replacement LED lights and parts (Rwy 12/30)	1,221.09	1,221.09
Total Rwys 17/35 - 12/30 LED Lighting				1,221.09	1,221.09
Total Airfield				21,134.99	21,134.99
<b>Buildings &amp; Improvements</b>					
<b>Bldg. 120 Terminal building</b>					
<b>Terminal Bldg. Other</b>					
Bill	10/12/2022	Accurate Electric Inc	Purchased and installed 4 emergency fixtures in TSA area	2,185.00	2,185.00
Total Terminal Bldg. Other				2,185.00	2,185.00
Total Bldg. 120 Terminal building				2,185.00	2,185.00
<b>Building improvements</b>					
<b>Bldg. 595 Improvements Const.</b>					
Bill	10/26/2022	Cheney Construction Inc.	B595 Improvements Application #7	385,851.04	385,851.04
Total Bldg. 595 Improvements Const.				385,851.04	385,851.04
<b>Hangar 626 Rehabilitation</b>					
Bill	10/07/2022	Associated Insulation, Inc.	Hangar H626, boiler room asbestos removal	16,328.00	16,328.00
Total Hangar 626 Rehabilitation				16,328.00	16,328.00
Total Building improvements				402,179.04	402,179.04
Total Buildings & Improvements				404,364.04	404,364.04
Total Fixed assets at cost				425,499.03	425,499.03
<b>TOTAL</b>				<b>425,499.03</b>	<b>425,499.03</b>

**Salina Airport Authority  
Distributions from the GO Temp Note Project Funds**

As of October 31, 2022

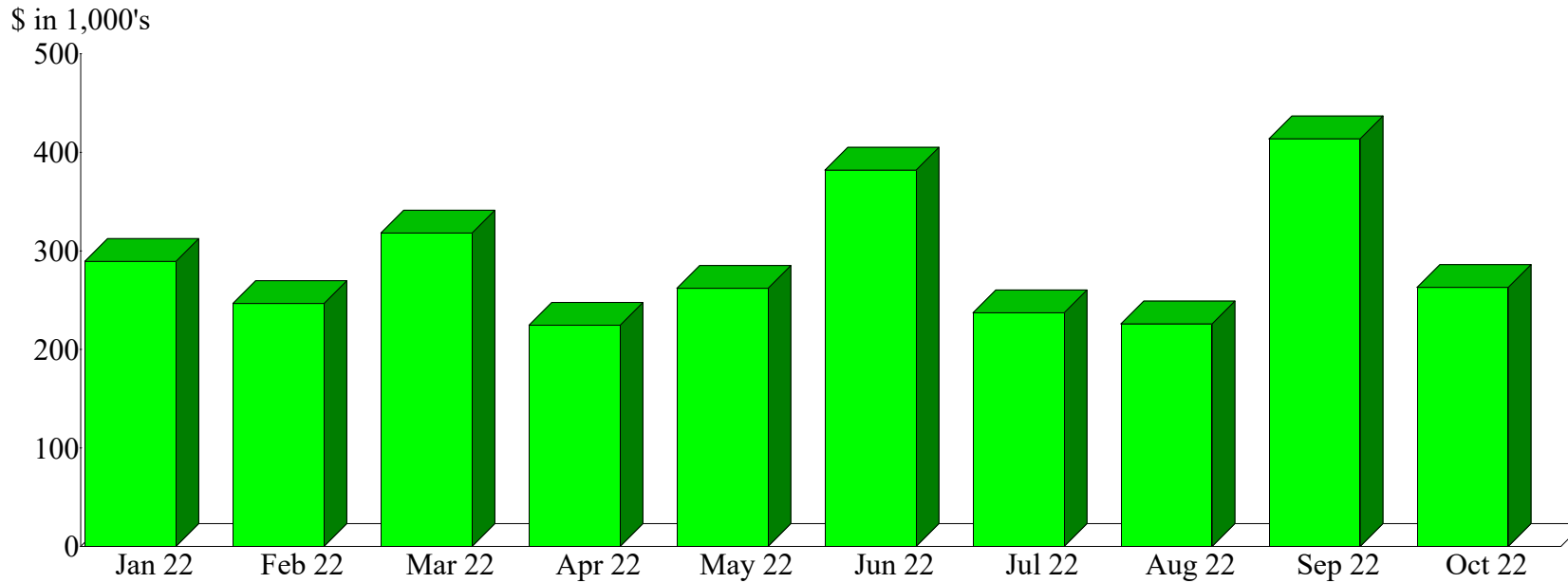
Accrual Basis

Type	Date	Name	Memo	Debit	Credit	Balance
<b>Cash in Bank-Bond Funds</b>						2,064,515.78
<b>BSB 2021-1 GO Temp Note (8146)</b>						1,244,709.70
Bill Pmt -Check	10/06/2022	Cheney Construction Inc.	SAA BLDG 595 22005 Progress Payment # 6		644,618.63	600,091.07
Deposit	10/31/2022		Interest	147.37		600,238.44
Total BSB 2021-1 GO Temp Note (8146)						600,238.44
<b>BSB 2022-1 GO Temp Note (9668)</b>						819,806.08
Bill Pmt -Check	10/27/2022	Associated Insulation, Inc.	Hangar 626 Asbestos Abatement		16,328.00	803,478.08
Deposit	10/31/2022		Interest	800.72		804,278.80
Total BSB 2022-1 GO Temp Note (9668)						804,278.80
Total Cash in Bank-Bond Funds						1,404,517.24
<b>TOTAL</b>				<b>948.09</b>	<b>660,946.63</b>	<b>1,404,517.24</b>

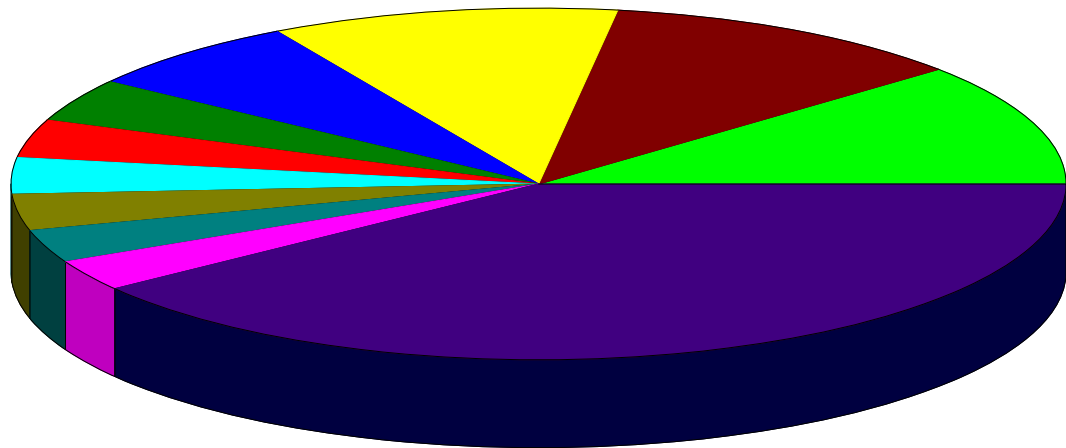


Sales by Month  
January through October 2022

Dollar Sales



Sales Summary  
January through October 2022

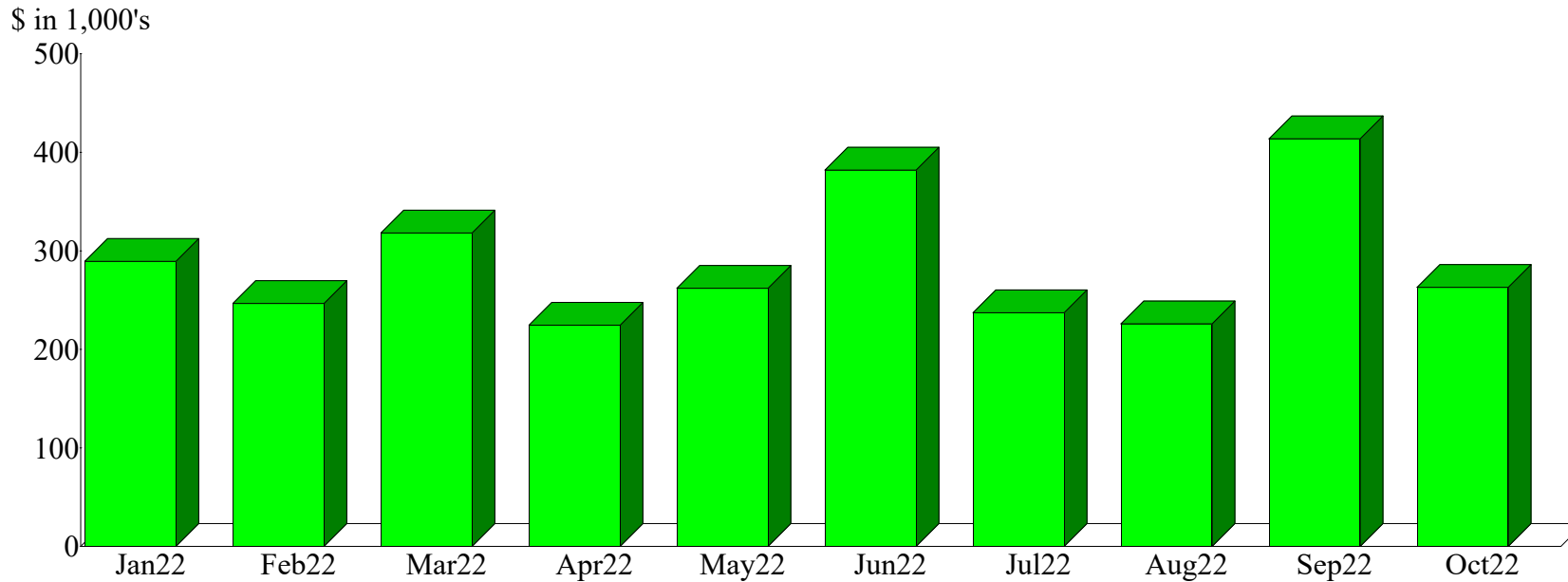


1 Vision Aviation, PLLC	11.40%
Kansas Erosion Products, LLC.	11.32
Avflight Salina	10.80
Stryten Salina, LLC	6.95
SFC Global Supply Chain	4.07
NASA	3.58
Universal Forest Products (UFP)	3.46
USSOCOM (Jaded Thunder)	3.37
K-State Salina	3.03
Marine Forces Reserve MAG-49	2.87
Other	39.16
<b>Total</b>	<b>\$2,862,359.09</b>

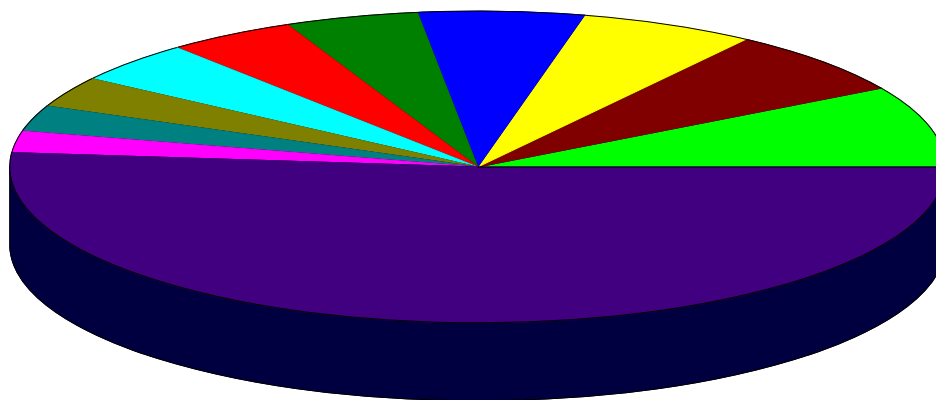
By Customer

Sales by Month  
January through October 2022

Dollar Sales



Sales Summary  
January through October 2022



H-00959-1 (Hangar Facility H959 - 2044 S	8.56%
B-01021 (Building #1021 located at 3600	6.89
B-00655-3 (Bldg. #655 (96,611 SF) - 2656	6.14
FFF-Avflight Salina (Fuel Flowage Fee @	5.78
H-0606-1 (Hangar 606 - 2630 Arnold Ct.	4.72
H-0600-1 (Hangar 600 - 20,217 sq. ft.)	4.57
Utility Reimbursement (Utility Reimburse	4.38
B-00620-1 (Building #620 (30,000 SF) an	3.33
B-00626-1 (Manufacturing facility #626 (	2.83
H-00409-1 (FBO Hangar - 2010 Rogers Ct.)	2.25
Other	50.55
<b>Total</b>	<b>\$2,862,359.09</b>

By Item

November 7, 2022

To the Board of Directors  
**Salina Airport Authority**  
3237 Arnold Ave.  
Salina, KS 67401

We are pleased to confirm our understanding of the services we are to provide **Salina Airport Authority** for the years ended December 31, 2022, 2023, and 2024.

### **Audit Scope and Objectives**

We will audit the financial statements of the business-type activities, and the disclosures, which collectively comprise the basic financial statements of **Salina Airport Authority** as of and for the years ended December 31, 2022, 2023, and 2024. Accounting standards generally accepted in the United States of America (GAAS) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement **Salina Airport Authority's** basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to **Salina Airport Authority's** RSI in accordance with GAAS. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Schedule of Employer Proportionate Share of the Net Pension Liability
- Schedule of Employer Contributions
- Schedule of Changes in Death and Disability Total OPEB Liability and Related Ratios

We have also been engaged to report on supplementary information other than RSI that accompanies **Salina Airport Authority's** financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditors' report on the financial statements:

## Salina Airport Authority

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November 7, 2022

- Schedule of Expenditures of Federal Awards
- Schedules of Revenues, Expenses and Changes in Net Position
- Capital Expenditures
- Supporting Debt Information
- Insurance in Force

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- Introductory Section
- Statistical Information

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

### **Auditor's Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of

## **Salina Airport Authority**

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material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

### **Audit Procedures – Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that

## **Salina Airport Authority**

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November 7, 2022

have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of **Salina Airport Authority's** compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of **Salina Airport Authority's** major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on **Salina Airport Authority's** compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of **Salina Airport Authority** in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you as well as assistance with the Data Collection Form. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement, schedule of expenditures of federal awards, and related notes and Data Collection Form services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Responsibilities of Management for the Financial Statements and Single Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1)

## **Salina Airport Authority**

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designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review.

## **Salina Airport Authority**

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You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the management representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, Data Collection Form and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services as noted above by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.



### **Electronic Data Communication and Storage and Use of Third-Party Service Provider**

In the interest of facilitating our services to your company, we may communicate by facsimile transmission, send data over the internet, store electronic data via computer software applications hosted locally on secure AdamsBrown, LLC servers or remotely on secure third-party cloud systems/applications, or allow access to data through third-party vendors' secured hosted portal services. Electronic data that are confidential to your company may be transmitted or stored using these methods. We may use third-party service providers to store or transmit these data, such as providers of tax return or audit preparation software. We also may use third parties within and outside of the United States to complete the services under this engagement letter. These third parties may in the performance of such services have access to your confidential information.

In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and data access secure in accordance with our obligations under applicable laws and professional standards. We also require all our third-party vendors to do the same, and they have represented to us that they have the technical and other safeguards in place to protect confidential information and from unauthorized disclosure or use of that information.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors. You consent to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement, both within and outside of the U.S.

### **Non-Solicitation**

AdamsBrown, LLC has made a significant investment in the recruitment and training of its personnel. The loss of such personnel as a result of your actions would be detrimental to AdamsBrown, LLC current and future business success. During the term of this engagement and for two (2) years thereafter, you shall not, directly or indirectly, hire, employ or work with (or recruit or solicit to hire, employ or work with), or otherwise engage the services of, any personnel of AdamsBrown, LLC, induce any AdamsBrown, LLC personnel to terminate his or her relationship with AdamsBrown, LLC, or introduce any AdamsBrown, LLC employee to any potential employer as a candidate for employment or similar relationship.

If you violate this Non-Solicitation section, you shall pay AdamsBrown, LLC an amount equal to one (1) year of the affected personnel's annual compensation package, which may include, but is not limited to, base salary and wages, bonus and incentive payments, the employer costs of the personnel's company paid benefits (including all health, life, dental and other insurance premiums and retirement plan contributions), employer paid federal and state employment taxes, and any other form of compensation whether paid to an employee or contractor, all based on the assumption that contingent payments have been earned.

This Non-Solicitation section shall survive termination of this engagement.

### **Engagement Administration, Fees, and Other**

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data

## Salina Airport Authority

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Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the Authority; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of AdamsBrown, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to your cognizant or oversight agency for audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of AdamsBrown, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by your cognizant agency, oversight agency for audit, or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Danielle M. Hollingshead is the engagement principal and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for this service will not exceed \$20,272 for the year ended December 31, 2022, \$21,691 for the year ended December 31, 2023 and \$23,209 for the year ended December 31, 2024. The fee for the single audit will not exceed \$4,000 per major program. Our fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees may be rendered throughout the engagement as significant work is completed prior to delivery.

We will not undertake any accounting services (including but not limited to reconciliation of accounts and preparation of requested schedules) without obtaining approval through a written change order or additional engagement letter for such additional work.

### Reporting

We will issue a written report upon completion of our audit of **Salina Airport Authority's** financial statements. Our report will be addressed to the board of **Salina Airport Authority**. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinion, we may decline to express opinion or withdraw from this engagement. If

**Salina Airport Authority**

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November 7, 2022

circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to **Salina Airport Authority** and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.



**ADAMSBROWN, LLC**

Certified Public Accountants

Great Bend, Kansas

**RESPONSE:**

This letter correctly sets forth the understanding of **Salina Airport Authority**.

By: \_\_\_\_\_

Title: \_\_\_\_\_

## LEASEHOLD ASSIGNMENT

KNOW ALL PERSONS BY THESE PRESENTS:

**Larry W. Smith**, Managing Partner of **Salina Mini-Storage, L.P.**, 1195 Columbine Circle, Salina, KS, 67401, being duly sworn and under oath, states:

THAT WHEREAS, on July 1, 1989, a Lease Agreement was executed between the **Salina Airport Authority** of Salina, Saline County, Kansas and Wanda L. Smith and William D. Smith, as Trustees of the **WANDA L. SMITH TRUST NO. 1**, dated June 1, 1986, d.b.a. Salina Mini-Storage (the "Lease Agreement");

WHEREAS, by Assignment of Lease executed on March 1, 1996, the Lease Agreement was assigned to **Salina Mini-Storage, L.P.**, a Kansas Limited Partnership with its registered office at 642 Starlight Drive, Salina, KS 67401, to which the **Salina Airport Authority** gave its written consent on April 17, 1996;

WHEREAS, by Lease Renewal Agreement dated May 21, 1997, between the **Salina Airport Authority** and **Salina Mini-Storage, L.P.** (the "Lease Renewal Agreement") the Lease Agreement was amended in several respects, including provision for allowing **Salina Mini-Storage, L.P.** the option for two additional five-year renewal terms, the last of which is currently in effect and ends June 30, 2024;

WHEREAS, Salina Mini-Storage, L.P. is no longer an active Kansas Limited Partnership;

NOW THEREFORE, as Managing Partner of Salina Mini-Storage, L.P., said **Larry W. Smith** does hereby assign to **Larry W. Smith** and **Susan Joy Smith, aka S. Joy Smith** Trustees of the **LARRY W. SMITH TRUST** dated August 24, 2000 (the "Trust"), an undivided one-half interest to all of the right, title and interest held by said **Salina Mini-Storage, L.P.**, in the above-described Lease Agreement, as amended, and to the following described premises in the County of Saline, State of Kansas, to-wit:

A tract of land including a portion of the Northwest Quarter (NW/4) of Section 35, and portions of the Southeast Quarter (SE/4) and the Northeast Quarter (NE/4) of Section 34, all in Township 14 South, Range 3 West of the Sixth Principal Meridian: part of said tract being included in Lots 1, 2, and 3 of Block 1 of Schilling Subdivision #2 in the City of Salina, Saline County, Kansas, more particularly described as follows:

Beginning at the Northeast Corner of the Southeast Quarter of Section 34, Township 14 South, Range 3 West of the Sixth Principal Meridian; thence on an assumed bearing of S0°04'56"E along the East line of said Southeast Quarter a distance of 713.26 feet; thence N89°53'15"W a distance of 166.51 feet to a point 40 feet East of the centerline of Centennial Road; thence N0°06'52"W a distance of 538.80 feet; thence N12°19'33"W a distance of 216.08 feet; thence N17°38'37"E a distance of 100.70 feet; thence N2°17'04"E a distance of 93.55 feet; thence S89°26'42"E a distance of 210.26 feet to the East line of Schilling Subdivision #2; thence S0°05'31"E a distance of 224.37 to the Southeast Corner of said Schilling Subdivision #2; thence S89°58'56"W a distance of 32.15 feet to the point of beginning. Encompassing 3.965 acres, more or less.

to have and to hold the same with all appurtenances and hereditaments thereunto belonging.

The above-described assigned one-half interest in Lease Agreement, as amended, shall be binding upon the Trustees of **the LARRY W. SMITH TRUST** dated August 24, 2000, and the beneficiaries named therein.

The Grantor of the Trust is **Larry W. Smith**. The Trust is a revocable trust, the Trust remains in effect, and the Grantor has the power to revoke the Trust.

Dated this \_\_\_\_ day of November 2022                      **SALINA MINI STORAGE, L.P.**

\_\_\_\_\_  
**Larry W. Smith,**  
Managing Partner of Salina Mini-Storage, L.P.

STATE OF KANSAS, COUNTY OF SALINE, SS:

The foregoing instrument was signed and sworn (or affirmed) before me this \_\_\_\_ day of November 2022, by **Larry W. Smith**, Managing Partner of Salina Mini-Storage, L.P.

\_\_\_\_\_  
Notary Public

ACCEPTANCE OF LEASEHOLD ASSIGNMENT  
and AGREEMENTS AND ACKNOWLEDGEMENTS  
BY GRANTOR/TRUSTEES

**Larry W. Smith**, as Grantor and Larry W. Smith and Susan Joy Smith, Trustees of the Trust, (a) accept the assignment of the above described assigned one-half interest in the Lease Agreement, as amended; (b) agree and acknowledge that all obligations under the assigned one-half interest in the Lease Agreement, as amended, are joint and several with the Trustees of the **SUSAN JOY SMITH TRUST** dated August 24, 2000, and the beneficiaries named therein, as assignees of the similarly assigned interest in the remaining one-half interest in the Lease Agreement, as amended; and (c) agree and acknowledge that in the event of revocation of the Trust or removal of the above described one-half interest in the Lease Agreement, as amended, from the Trust, Grantor shall be jointly and severally responsible for all obligations under the assigned Lease Agreement, as amended.

Dated this \_\_\_\_ day of November 2022

\_\_\_\_\_  
**Larry W. Smith**, Grantor and Trustee

Dated this \_\_\_\_ day of November 2022

\_\_\_\_\_  
**Susan Joy Smith, aka S. Joy Smith**  
Trustee

## LEASEHOLD ASSIGNMENT

KNOW ALL PERSONS BY THESE PRESENTS:

**Larry W. Smith**, Managing Partner of **Salina Mini-Storage, L.P.**, 1195 Columbine Circle, Salina, KS, 67401, being duly sworn and under oath, states:

THAT WHEREAS, on July 1, 1989, a Lease Agreement was executed between the **Salina Airport Authority** of Salina, Saline County, Kansas and Wanda L. Smith and William D. Smith, as Trustees of the **WANDA L. SMITH TRUST NO. 1**, dated June 1, 1986, d.b.a. Salina Mini-Storage (the "Lease Agreement");

WHEREAS, by Assignment of Lease executed on March 1, 1996, the Lease Agreement was assigned to **Salina Mini-Storage, L.P.**, a Kansas Limited Partnership with its registered office at 642 Starlight Drive, Salina, KS 67401, to which the **Salina Airport Authority** gave its written consent on April 17, 1996;

WHEREAS, by Lease Renewal Agreement dated May 21, 1997, between the **Salina Airport Authority** and **Salina Mini-Storage, L.P.** (the "Lease Renewal Agreement") the Lease Agreement was amended in several respects, including provision for allowing **Salina Mini-Storage, L.P.** the option for two additional five-year renewal terms, the last of which is currently in effect and ends June 30, 2024;

WHEREAS, Salina Mini-Storage, L.P. is no longer an active Kansas Limited Partnership;

NOW THEREFORE, as Managing Partner of Salina Mini-Storage, L.P., said **Larry W. Smith** does hereby assign to **Susan Joy Smith, aka S. Joy Smith** and **Larry W. Smith** Trustees of the **SUSAN JOY SMITH TRUST** dated August 24, 2000 (the "Trust"), an undivided one-half interest to all of the right, title and interest held by said **Salina Mini-Storage, L.P.**, in the above-described Lease Agreement, as amended, and to the following described premises in the County of Saline, State of Kansas, to-wit:

A tract of land including a portion of the Northwest Quarter (NW/4) of Section 35, and portions of the Southeast Quarter (SE/4) and the Northeast Quarter (NE/4) of Section 34, all in Township 14 South, Range 3 West of the Sixth Principal Meridian: part of said tract being included in Lots 1, 2, and 3 of Block 1 of Schilling Subdivision #2 in the City of Salina, Saline County, Kansas, more particularly described as follows:

Beginning at the Northeast Corner of the Southeast Quarter of Section 34, Township 14 South, Range 3 West of the Sixth Principal Meridian; thence on an assumed bearing of S0°04'56"E along the East line of said Southeast Quarter a distance of 713.26 feet; thence N89°53'15"W a distance of 166.51 feet to a point 40 feet East of the centerline of Centennial Road; thence N0°06'52"W a distance of 538.80 feet; thence N12°19'33"W a distance of 216.08 feet; thence N17°38'37"E a distance of 100.70 feet; thence N2°17'04"E a distance of 93.55 feet; thence S89°26'42"E a distance of 210.26 feet to the East line of Schilling Subdivision #2; thence S0°05'31"E a distance of 224.37 to the Southeast Corner of said Schilling Subdivision #2; thence S89°58'56"W a distance of 32.15 feet to the point of beginning. Encompassing 3.965 acres, more or less.

to have and to hold the same with all appurtenances and hereditaments thereunto belonging.

The above-described assigned one-half interest in Lease Agreement, as amended, shall be binding upon the Trustees of the **SUSAN JOY SMITH TRUST** dated August 24, 2000, and the beneficiaries named therein.

The Grantor of the Trust is **Susan Joy Smith, aka S. Joy Smith**. The Trust is a revocable trust, the Trust remains in effect, and the Grantor has the power to revoke the Trust.

Dated this \_\_\_\_ day of November 2022                      **SALINA MINI STORAGE, L.P.**

\_\_\_\_\_  
**Larry W. Smith,**  
Managing Partner of Salina Mini-Storage, L.P.

STATE OF KANSAS, COUNTY OF SALINE, SS:

The foregoing instrument was signed and sworn (or affirmed) before me this \_\_\_\_ day of November 2022, by **Larry W. Smith**, Managing Partner of Salina Mini-Storage, L.P.

\_\_\_\_\_  
Notary Public

ACCEPTANCE OF LEASEHOLD ASSIGNMENT  
and AGREEMENTS AND ACKNOWLEDGEMENTS  
BY GRANTOR/TRUSTEES

**Susan Joy Smith, aka S. Joy Smith**, as Grantor and Susan Joy Smith and Larry W. Smith, Trustees of the Trust, (a) accept the assignment of the above described assigned one-half interest in the Lease Agreement, as amended; (b) agree and acknowledge that all obligations under the assigned one-half interest in the Lease Agreement, as amended, are joint and several with the Trustees of the **LARRY W. SMITH TRUST** dated August 24, 2000, and the beneficiaries named therein, as assignees of the similarly assigned interest in the remaining one-half interest in the Lease Agreement, as amended; and (c) agree and acknowledge that in the event of revocation of the Trust or removal of the above described one-half interest in the Lease Agreement, as amended, from the Trust, Grantor shall be jointly and severally responsible for all obligations under the assigned Lease Agreement, as amended.

Dated this \_\_\_\_ day of November 2022

\_\_\_\_\_  
**Susan Joy Smith, aka S. Joy Smith,**  
Grantor and Trustee

Dated this \_\_\_\_ day of November 2022

\_\_\_\_\_  
**Larry W. Smith**  
Trustee

CONSENT TO LEASEHOLD ASSIGNMENT

Subject to and conditioned upon the terms of the:

1. Leasehold Assignment and the Acceptance of Leasehold Assignment and Agreements and Acknowledgements by Grantor/Trustees executed November \_\_, 2022 by Larry W. Smith, Grantor, and Larry W. Smith and Susan Joy Smith, aka S. Joy Smith, Trustees, of the **Larry W. Smith Trust** dated August 24, 2000; and
2. Leasehold Assignment and the Acceptance of Leasehold Assignment and Agreements and Acknowledgements by Grantor/Trustees executed November \_\_, 2022 by Susan Joy Smith, aka S. Joy Smith, Grantor, and Susan Joy Smith, aka S. Joy Smith, and Larry W. Smith, Trustees, of the **Susan Joy Smith Trust** dated August 24, 2000;

the **Salina Airport Authority** (the "Authority") consents to the leasehold assignment by **Salina Mini-Storage, L.P.** of undivided one-half interests in the Lease Agreement dated July 1, 1989, between the **Salina Airport Authority** and the **Wanda L. Smith Trust No. 1** dated June 1, 1986, dba Salina Mini-Storage (the "Lease Agreement") as (a) assigned to **Salina Mini-Storage, L.P.**, by Assignment of Lease executed March 1, 1996; (b) consented to by the Salina Airport Authority on April 17, 1996; and (c) amended by a Lease Renewal Agreement dated May 21, 1997, between the **Salina Airport Authority** and **Salina Mini-Storage, L.P.**; to:

1. Larry W. Smith and Susan Joy Smith, aka S. Joy Smith, Trustees of the **Larry W. Smith Trust** dated August 24, 2000; and
2. Susan Joy Smith, aka S. Joy Smith, and Larry W. Smith, Trustees of the **Susan Joy Smith Trust** dated August 24, 2000;

pursuant to the terms of Section 11 of the Lease Agreement and subject to its terms regarding any subsequent assignment.

**SALINA AIRPORT AUTHORITY**

Dated this \_\_ day of November 2022

By: \_\_\_\_\_  
Kent Buer, Chairman

ATTEST:

Dated this \_\_ day of November 2022

By: \_\_\_\_\_  
Stephanie Carlin, Treasurer