

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF
DIRECTORS OF THE SALINA AIRPORT AUTHORITY
FEBRUARY 17, 2010
M. J. KENNEDY AIR TERMINAL CONFERENCE ROOM**

Call to Order

The meeting was called to order at 8:00 A.M. by Chairman Miller.

Attendance

Attendance was taken. Chairman Miller, Directors Thompson, Hardman, Hassler and Vancil were present. Also present were Executive Director Tim Rogers; Manager of Administration and Finance Shelli Swanson; Manager of Operations David Wiles; Manager of Facilities and Construction Kenny Bieker; Manager of Public Affairs and Communications Melissa McCoy; Executive Assistant Kasey Windhorst and Board Attorney Greg Bengtson. Bruce Boyle, SLN ATCT; Saline County Commissioner Jerry Fowler; Former Salina Airport Authority Board member, Bill Horton; Seam McIntire, Salina Airport Authority Intern and Tim Unruh, Salina Journal were guests.

Additions to the Agenda

Chairman Miller asked if there were additions to the Agenda. Executive Director Rogers stated that there were no additions to the agenda.

Minutes

Chairman Miller asked if the Board members had any additions or corrections to the minutes of the January 20, 2010 regular Board meeting. Director Vancil moved, seconded by Director Hardman to approve the minutes of the January 20, 2010 meeting as prepared. Motion passed unanimously.

Chairman Miller asked if the Board members had any additions or corrections to the minutes of the February 5, 2010 special Board meeting. Director Vancil moved, seconded by Director Hardman to approve the minutes of the February 5, 2010 meeting as prepared. Motion passed unanimously.

Airport Activity and Financial Reports

Executive Director Rogers reviewed air traffic, fuel flowage and passenger enplanements for the 2009 calendar year and month ending January 31, 2010. Rogers distributed and reviewed airport activity comparison reports to the board. The Salina Air Traffic Control Tower ranked 93rd in 2009 out of a total of 245 contract towers. Military operations resulted in 16% of all fuel delivered at SLN as compared to the 5-year average of 10%. Passenger enplanements on Great Lakes Airlines, decreased to 81 passengers for the month of January 2010.

Manager of Administration and Finance Swanson reviewed the financial statements for the month ending January 31, 2010. Swanson reported that both operating revenue and operating expenses arrived at 9% of the total annual budget. Airport promotion noticed an increase due to the advertisement expense to NBAA to market "America's Fuel Stop" for both Flower Aviation and America Jet. Swanson commented on several significant line items and capital expenditures during the month. Chairman Miller directed the staff to file the financials for audit.

Audit Committee Reports

Executive Director Rogers discussed and distributed the February 9th audit committee minutes. Rogers reported the Salina Airport Authority recently received the GFOA (Government Finance Officer Association) Certificate of Achievement for Excellence in Financial Reporting for the 2008 Comprehensive Annual Financial Report (CAFR). Rogers asked the board if they had any questions or concerns related to the audit committee meeting minutes and they had none.

Turf Mower Bids

Executive Director Rogers reviewed the bids received to purchase two (2) turf mowers which would replace two existing 10-year old mowers. The budget for the mower purchase is \$25,000. The low bid was received from Concordia Tractor for two (2) John Deere replacement tractors in the amount of \$26,150. Rogers noted the 2010 budget will be amended to reduce the other equipment budget line item by \$1,150 from \$5,000 to \$3,850.

Director Thompson moved to approve the acceptance of the low bid of \$26,150 from Concordia Tractor for the purchase of two John Deere zero turn turf mowers. Seconded by Director Hardman. Motion passed unanimously.

Zimmer Companies, Inc. Proposal

Executive Director Rogers reviewed the proposal presented by Zimmer Companies, Inc. The proposal includes a rate of \$3,500 for an in-depth market analysis. Salina Airport Authority Interns will assist with the preliminary research to reduce the overall fee associated with the analysis. Director Thompson inquired to the budget line item. Rogers noted all fees would be expensed through the 2010 budget consultants expense account. Director Vancil questioned how the real estate commission will be applied to current prospects. Rogers stated that current prospects have been identified and that any commission will be paid on real estate transactions that Zimmer is actively involved with. Rogers recommended the board's approval to proceed ahead with the proposal from Zimmer Companies, Inc. of a fee not to exceed \$3,500. Director Hardman moved, seconded by Director Hassler. Motion passed unanimously.

Staff Reports

Manager of Facilities and Construction Bieker updated the board on building salvage and demolition at the north ramp redevelopment area. Several buildings will be removed and salvaged to allow for the construction of water and sewer lines, to prepare for the new t-hangar development, and provide for future MRO hangar construction.

Manager of Operations Wiles reported on the ongoing relationship between the Salina Airport Authority and Saline County Emergency Management to assist with disaster planning. Wiles commented on the upcoming military operations scheduled at SLN.

Manager of Public Affairs and Communications McCoy briefed the board on the design stages of a memorial to the late Steve Fossett.

Executive Session

At 8:50 A.M. Director Hardman moved to recess the open meeting until 9:15 A.M for an executive session for the following:

1. Discussing matters of non-elected personnel. The subject to be discussed is the executive director's 2009 job performance and professional development review.

Director Thompson seconded the motion. Motion carried unanimously.

The Open meeting resumed at 9:15 A.M.

Upon a motion duly made, the meeting adjourned at 9:15 A.M.

Minutes approved at the March 17, 2010 Board meeting.

Secretary

(SEAL)