

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF
DIRECTORS OF THE SALINA AIRPORT AUTHORITY
NOVEMBER 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 Thompson.

Attendance

Attendance was taken. Chairman Thompson, Directors Miller, Hardman, Hassler and Vancil were present. Also present were Executive Director Tim Rogers; Manager of Administration and Finance Shelli Swanson; Manager of Facilities and Construction Kenny Bieker; Manager of Public Affairs and Communications Melissa McCoy; Executive Assistant Kasey Windhorst; Administrative Assistant Gretchen Engstrom and Board Attorney Greg Bengtson. Saline County Commissioner Jerry Fowler; Bruce Boyle, Control Tower; and Jeff Gillam, JGR were guests.

Additions to the Agenda

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

Minutes

Chairman Thompson asked if the Board members had any additions or corrections to the minutes of the October 20, 2010 regular Board meeting or the October 27, 2010 special Board meeting. Director Hassler moved, seconded by Director Vancil to approve the minutes of the October 20, 2010 and the October 27, 2010 meetings as prepared. Motion passed unanimously.

Airport Activity and Financial Reports

Executive Director Rogers reported an increase in aircraft operations as a result of the regional NIFA SAFECON event hosted by K-State Salina. Total monthly operations jumped to 7,653 as compared to the October 2009 total of 5,258. The airport's traffic pattern is expected to remain busy with the Canadian Forces 425 TFW CF-18s and Top Aces Alpha jets deployed to KSLN. The October 2010 fuel flowage total of 209,067 gallons was a 3% decrease as compared to the October 2009 total of 216,009 gallons. SeaPort's load factor for the month of October 2010 has dropped to 21%. Chairman Thompson questioned the enplanement status of area airports. Rogers will conduct research for this data and submit the results to the board at the next regular board meeting.

Manager of Administration and Finance Swanson reported that total assets are up 7% as compared to October 2009 along with total liabilities increasing by 12%. Total operating expense reached \$1.9 million arriving at 88% of the total annual budget. Year-to-date operating expenses are tracking 23% below the 2009 totals. Swanson commented on several significant line items and capital expenditures. Chairman Thompson directed the staff to file the financials for audit.

A/E Services Contracts

Executive Director Rogers introduced the budget summary and the scope of services for work associated with H606, H959, B120, B614, B620, B824 and Wings Over Salina Air Museum complex to be considered by the board.

2010 – 2011 A/E Design Services

A/E/ design services budget		\$1,194,000
H606 design	Burns & McDonnell	\$155,822
H959 design	Howard & Helmer	\$416,000
B120 & B614 design	Bieberly	\$65,000
B620 design	DMA	\$90,000
B824 design	JGR	\$71,585
Museum/Restaurant/Terminal design	JGR	<u>\$350,460</u>
Total A/E design fees		\$1,148,867
Balance remaining		\$45,133

Jeff Gillam, JGR explained how the professional offices, airport terminal, restaurant and museum are four separate areas they will consider in detail as the entire project design interconnects. A restaurant consultant is helping to research the market as to define what Salina needs. David Exline will design the museum interior as well as the exhibits while JGR/BWR designs a building to accommodate the interior design. Gillam encouraged all board members and staff to visit museums in order to get ideas. He suggested planning a trip to the Kansas City area to visit the WWII museum, which includes civil and military aviation, and sharing ideas throughout the tour.

Rogers noted a potential conflict of interest with Burns & MCDonnell for work related to the H606 design. Bengston is working with the SAFB Environmental law firm, Stinson Morrison and Hecker, L.L.P to determine what actions if any, need to be addressed.

Director Hardman proposed adding an additional option to the contract of not to exceed proposed design fees and/or not to exceed 25% of construction cost associated with the project. Rogers stated he will check what options are available.

Executive Director Rogers recommends the board's approval of proposed lump sum and not to exceed design fees for H606, H959, B120, B824 and the Wings Over Salina Air Museum complex design services with the noted conditions regarding Burns & McDonnell. Final negotiated contracts will be presented to the board. Director Vancil moved, seconded by Director Hardman. Motion passed unanimously.

Staff Reports

Manager of Public Affairs and Communications Melissa McCoy updated the board on the new SAA Facebook page and its advantages for marketing efforts. Candy Canes and Airplanes is planned on being held in H600 on Saturday, December 4th.

Upon a motion duly made, the meeting adjourned at 9:26 A.M.

Minutes approved at the December 15, 2010 Board meeting.

Secretary

(SEAL)