

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF  
DIRECTORS OF THE SALINA AIRPORT AUTHORITY  
JUNE 15, 2011  
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, Hassler, Maes and Neuschafer were present. Also present were Executive Director Tim Rogers; Manager of Administration and Finance Shelli Swanson; Manager of Operations Gunner Wiles; Manager of Facilities and Construction Kenny Bieker; Manager of Public Affairs and Communications Melissa McCoy; Executive Assistant Kasey Windhorst; Administrative Assistant Gretchen Engstrom, intern Kristin Scheele and Board Attorney Greg Bengtson. John Reynolds, County Commissioner; Dennis Lauver, Salina Area Chamber of Commerce; Bruce Boyle, Air Traffic Control Tower; Jake Peterson, Clark, Mize & Linville; and Tim Unruh, Salina Journal 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 May 18, 2011 regular Board meeting. Director Neuschafer moved, seconded by Director Miller, to approve the minutes of the May 18, 2011 meetings as prepared. Motion passed unanimously.

**Airport Activity and Financial Reports**

Executive Director Rogers reported a 17.5% increase in May 2011 total aircraft operations at 5,418 compared to May 2010 at 4,611. The year-to-date total fuel sales of 955,632 gallons were down 2.7% in comparison to the 2010 YTD total of 982,531 gallons. May 2011 fuel flowage of 141,986 gallons dropped 27.5%. Year to date total fuel sales of 955,632 gallons are down 2.7% as compared to the 2010 YTD total of 982,531 gallons. Higher fuel prices and even more intense regional competition are having a negative impact on KSLN fuel sales. SeaPort experienced a 146% increase boarding 234 passengers compared to 103 passengers in May 2010. Their load factor has increased to 35% from the June 2010 load factor of 15%. Western KS EAS contracts have been delayed by one month allowing comments for the Department of Transportation until July 15.

Manager of Administration and Finance Swanson reviewed the financials for the period ended May 31, 2011. Bond proceeds on deposit were reviewed including over \$3 million in assets. Total operating budget came close to 42% while total operating expenses reached 44%. Fuel flowage tracked 9% under budget. Hangar rent came in 2% over which included the hangar H600 activity between Bombardier Learjet and the 409 and 425 Canadian Tactical Fighter Squadrons generating \$80,000 for the year-to-date. Swanson reviewed capital expenditures and significant line items. The ARFF Station pre-bid meeting will be held June 23 followed by the Bid Opening on July 12. A surplus property auction is planned for the end of July including a list of about 40 items. Chairman Thompson directed the staff to file the financials for audit.

## **SAA 2010 Comprehensive Annual Financial Report (CAFR)**

Rogers distributed the draft 2010 CAFR. Upon receiving final auditor's letters, comments and review, the CAFR will be finalized and distributed to the board.

## **Runway 35 PAPI (Precision Approach Path Indicator) Project**

The Kansas Department of Transportation (KDOT) has awarded an airport improvement program grant for the Runway 35 PAPI Project. This grant will fund 50% of project costs up to \$90,000. This project is included in the SAA's 2011 – 2015 CIP and 2011 Budget for a projected cost of \$398,130. Manager of facilities and construction Kenny Bieker has already completed preliminary design work. Lochner/BWR will be needed to provide final design, bidding and construction services. Director Hassler moved, seconded by Director Maes, to approve the proposed Lochner/BWR services agreement for the Runway 35 PAPI Project for a not to exceed fee of \$10,800 and authorize the executive director to sign a KDOT AIP grant agreement.

## **Former Schilling AFB Project**

Settlement negotiations with the U.S. Department of Justice are scheduled to begin in August 2011 with all parties agreeing to the appointment of a mediator.

## **Executive Session**

At 8:40 A.M. Director Miller moved to recess the open meeting until 9:00 A.M. for an executive session for the following:

Discussing confidential data relating to financial affairs or trade secrets of a corporation for the reason that public discussion of that information would unfairly disadvantage the business in relation to its competitors.

The open meeting shall resume in the Salina Airport Authority conference room at 9:00 A.M.

Director Hassler seconded the motion. Motion carried unanimously.

The executive session resumed at 9:00 A.M. Director Neuschafer motioned to extend the executive session to 9:10 A.M., seconded by Director Miller. Motion carried unanimously.

The executive session resumed at 9:10 A.M. Director Hassler motioned to extend the executive session to 9:25 A.M., seconded by Director Maes. Motion carried unanimously.

The executive session resumed at 9:25 A.M. Director Miller motioned to extend the executive session to 9:35 A.M., seconded by Director Neuschafer. Motion carried unanimously.

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

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

Minutes approved at the July 20, 2011 Board meeting.

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Secretary

(SEAL)