

**DATE:** March 15, 2019  
**TO:** SAA Board of Directors  
**FROM:** Tim Rogers and Shelli Swanson  
**SUBJECT:** **March 20, 2019 SAA Annual Board Meeting**

Enclosed are items for your review prior to Wednesday's meeting. Please note that the meeting will be held in the **second-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 will be the board's annual meeting at which time reappointed board member, Brian Weisel will accept his appointment and sign the oath of office. The board members will also elect officers for 2019 – 2020.

Wednesday's meeting will address the following 2019 Airport Authority operating plan priorities.

- Complete a terminal building requirements study.
- Complete phase II of mediation related to the Former Schilling AFB project.
- Measure the economic impact of business activity at the Salina Regional Airport and Airport Industrial Center.

Please note the following agenda comments.

**Agenda Item #6 – Review of airport activity and financial reports for the month ending February 28, 2019**  
(Rogers and Swanson)

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

The Salina air traffic control tower (ATCT) recorded 4,852 operations during February 2019 which was a 5% increase as compared to the February 2018 total of 4,601. For the year-to-date, a total of 7,954 operations have occurred at the Salina Airport which is 1% less than the February 2018 YTD total of 8,019. Consecutive winter storms have resulted in fewer aircraft operations than expected.

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

February 2019 fuel flowage came in at 183,334 gallons which is 2% less than the February 2018 total of 186,506 gallons. For the year to date a total of 339,865 gallons have been delivered which is 30% more than the 2018 YTD total of 261,312 gallons.

During the remainder of 2019, YTD fuel flowage numbers will continue increase due to deployments scheduled by NOAA, NASA, JSOC and continued Ft. Riley charter flights.

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

During February 2019 SkyWest enplaned 1,075 passengers, which was a 242% increase over the February 2018 total of 314 passengers. The February YTD total passenger count was 2,185 which was a 256% increase over the January 2018 TTD total of 613. During February 2018 Great Lakes had started to cancel DEN flights prior to ceasing all operations on March 15, 2018.

Ft. Riley charter flights accounted for an additional 584 passenger enplanements during February 2019.

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

As we ended February, operating revenues arrived within 1% of the budget target and 9.82% ahead of 2018. Total operating expenses came in 13% under budget and is tracking 2.8% less than 2018. Year-to-date total net income before depreciation reached \$54,949.

### **Financial Reports – February 2019 Significant Expenditures/Payables Report Enclosed**

### **Financial Reports – Accounts Receivable Past Due 31 days or more as of March 15, 2019 (Swanson)**

<u>Account</u>	<u>Amount</u>	<u>Days</u>	<u>Comments</u>
Kenny's Body Shop	\$284	31-60	Storage Igloo Rent

### **Agenda Item #7 – Review of the February 2019, Salina Regional Airport and Airport Industrial Center Economic Impact Study (Rogers and Swanson)**

The Docking Institute of Public Affairs surveyed over 100 businesses and organizations located at the Salina Regional Airport and Airport Industrial Center to obtain data that can be used to measure the total level of economic activity generated by private businesses, educational institutions, military units, governmental units and non-profits located at the Airport and Airport Industrial Center. Data included:

- Number of employees
- Gross payroll
- Gross revenue
- Net sales
- Capital expenditures
- Number of visitors
- Number of students
- Local goods and services purchased
- Goods and services purchased within Kansas

The most recent calendar year that all survey and external data was available for the report was 2017. The model used for the study's data analysis is the IMPLAN software model. The IMPLAN software and its database calculates appropriate industry level multipliers at the county level.

How an economy responds to changes in economic activity can be quantified based on the buy-sell relationships among the economic agents (businesses, governmental entities, and households) located within the studied economy. Input-Output (I-O) models estimate the inter-industry relationships in an economy (or region) by measuring the distribution of inputs purchased and output sold by each industry. Using I-O models, it is possible to calculate how the impact of one dollar flows or "ripples" through a regional economy. As this economic activity (measured by the dollar) flows through the economy, it causes additional economic activity (expenditures and employment). This is the multiplier effect: a quantitative measure of the ripple effects that an initial expenditure has on its economy.

The total economic impact on an economy is the sum of the initial economy activity, the Direct Effect, plus all the secondary effects, the Multiplier Effect. The Multiplier Effect consists of the indirect effects that are the results of business-to-business transactions indirectly caused by the direct effects. Businesses initially benefiting from the direct effects will subsequently increase spending at other local businesses. The indirect effect is a measure of this increase in business-to-business activity. Induced effects are the results of increased personal income caused by both the direct and indirect effects. Businesses that experience increased revenue from the direct and indirect effects will then increase payroll expenditures by hiring more employees, raising salaries, or increasing payroll hours. Households will then increase spending at local businesses. The induced effect is a measure of the increase in household-to-business activity.

The basic economic measures for Salina County are:

Population – 55,142

Employment – 42,052

Output Measured as Gross Regional Product (GRP) - \$2,850,919,771

Economic activity at the Salina Airport and Airport Industrial Center was categorized as follows:

- Private businesses
- Public education institutions
- Military units
- Public institutions and nonprofits

The total level of economic activity generated by the private businesses, educational institutions, military units, public institutions, and other entities for 2017 was **\$1,168,468,359**. Combined, Airport and Airport Industrial Center economic activity contributed approximately **41%** of the total economic activity in Saline County during 2017. The total employment associated with Airport and Airport Industrial Center economic activity was **5,996** jobs which equals **14%** of the total employment in Saline County.

A detailed summary of the report will be handed out at the board meeting.

**Agenda Item #8 – Review the Estimated Cost to Construct and Finance New T-Hangars at the Salina Regional Airport** (Rogers and Swanson)

At the meeting Shelli and I will present and review the cost estimate to construct Phase I (52 units) of T-Hangars and box hangars on the North Ramp. With the cost estimate we will provide you with a project financing. We are assuming that tax-exempt general obligation bonds will be issued to finance the project.

**Agenda Item #9 – Review the Scope of Work for the M.J. Terminal Building Requirements Study** (Rogers)

The Federal Aviation Administration has approved the scope of work for the terminal building requirements study. Final contract negotiations are underway with Coffman Associates and should be completed by the board meeting.

Steve Benson with Coffman will attend the board meeting to review what the terminal building requirements study is and what it is not. The purpose of the study is to future terminal building capacity based on a forecast of passenger growth. Coffman will use the passenger demand forecast to recommend space requirements for functions such as lobby space, restrooms, ticket counters, baggage, cargo, security screening and gate space. Coffman will recommend alternatives for construction the terminal building space needed to meet future passenger demand.

Coffman will work closely with SAA staff to develop a cost estimate and financing plan for a concept selected for further consideration.

The study's scope of work does not include terminal building architectural design work. Architectural design would be funded by a subsequent FAA grant.

**Agenda Item #10 – Former Schilling AFB Project Briefing and Update** (Rogers and Bengtson)

The Schilling Project's Remedial Investigation (RI) and Feasibility Study (FS) phases of work have been completed. The Salina Public Entities are waiting for the Kansas Department of Health and Environment (KDHE) to complete and publish a Corrective Action Decision (CAD). Once KDHE issues their CAD, a public meeting will be held to present CAD. The tentative date for the public meeting is Wednesday, May 1, 2019, 6:00 PM, Room 107, City/County Building. Following the KDHE CAD public meeting the Salina Public Entities will start another round of U.S. District Court supervised meditation with the U.S. Department of Justice who represents the Department of Defense.

As a reminder, the City of Salina, Salina Airport Authority, USD-305 and K-State Polytechnic are completing the former Schilling AFB RI/FS/CAD pursuant to a U.S District Court Consent Decree. The Consent Decree provided for federal funding in the amount of \$8,426,700 and local funding of \$936,300. The total RI/FS/CAD project is set at \$9,363,000. As of March 2019, the project is \$2 million under budget.

**Agenda Item #11– Election of SAA Board of Directors Officers and Board Assignments for 2019-2020**  
(Weisel)

The recommended slate of officers for 2019-2020 is as follows:

<b>Chair</b>	Kent Buer
<b>Vice-Chair</b>	Alan Eichelberger
<b>Secretary</b>	Kristin Gunn
<b>Treasurer</b>	Troy Vancil
<b>Past Chairman</b>	Brian Weisel

The recommended committee assignments for 2019-2020 are as follows:

<b>Salina Area Chamber of Commerce Board of Directors</b>	Kent Buer
<b>SAA Finance and Audit Committee</b>	Kristin Gunn Alan Eichelberger
<b>Air Service Working Group</b>	Kent Buer Troy Vancil
<b>Salina Community Economic Development Organization</b>	Brian Weisel

**Agenda Item #12 – Consideration of SAA Resolution No. 19-01** (Swanson)



Enclosed is a copy of the 2019 resolution that designates the banks used by the Airport Authority. The resolution also specifies individuals authorized to sign SAA checks and defines the number of signatures required on each check.

Recommendation: Approval of SAA Resolution No. 19-01

**STAFF REPORTS**

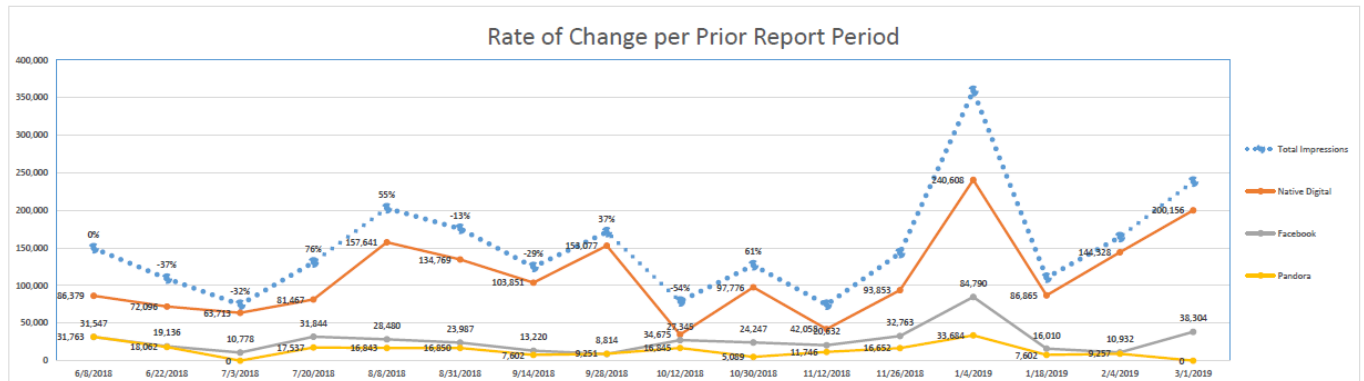
**Fly Salina Marketing** (Windhorst)

Google Analytics continues to show an increase in new visitors on the Salina Airport Authority website. The Fly Salina page alone had 3,314 visitors during the month of February as compared to 3,269 during the month of January, an increase of 1.38%.

<b>Page Title</b>	<b>Pageviews</b>	<b>% Pageviews</b>
<b>1. Fly Salina</b>		
Feb 1, 2019 - Feb 28, 2019	3,314	 33.60%
Jan 4, 2019 - Jan 31, 2019	3,269	 32.94%
<b>% Change</b>	<b>1.38%</b>	<b>1.98%</b>

The Fly SLN marketing campaign ads continue to trend upward with nearly 3 million total impressions on Native Digital, Facebook and Pandora. Air travel banner ads typically achieve a click through rate (CTR) of about 0.08%, so our CTR of 0.133% is well above benchmark.

Period Impressions																			
Media	As of 09/28/18	(+/-)	As of 10/12/18	(+/-)	As of 10/30/18	(+/-)	As of 11/12/18	(+/-)	As of 11/26/18	(+/-)	As of 1/4/19	(+/-)	As of 1/18/19	(+/-)	As of 2/4/19	(+/-)	As of 3/1/19	(+/-)	Total Cumulative Impressions
Native Digital	153,077	47%	34,675	-77%	97,776	182%	42,058	-57%	93,853	123%	240,608	156%	86,865	-64%	144,328	66%	200,156	39%	2,193,316
Facebook	8,814	-33%	27,345	210%	24,247	-11%	20,632	-15%	32,763	59%	84,790	159%	16,010	-81%	10,932	-32%	38,304	250%	505,072
Pandora	9,251	22%	16,845	82%	5,089	-70%	11,746	131%	16,652	42%	33,684	102%	7,602	-77%	9,257	22%	0	-100%	235,622
Total	171,142	37%	78,865	-54%	127,112	61%	74,436	-41%	143,268	92%	359,082	151%	110,477	-69%	164,517	49%	238,460	45%	2,934,010



### SAA Staff (Windhorst)

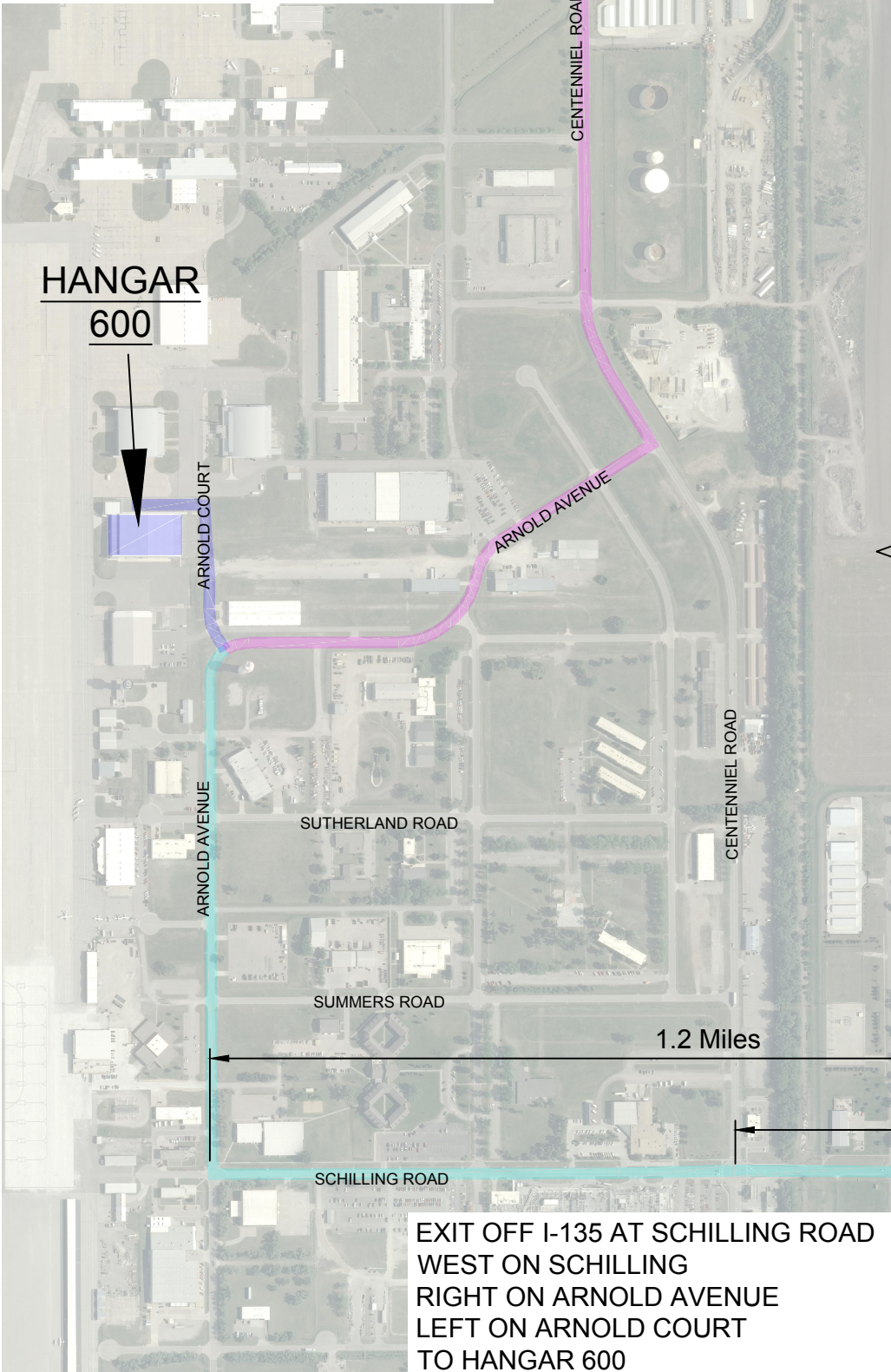
The Salina Airport Authority is pleased to announce that Amy Green has accepted the part-time custodian position. Amy's previous experience with janitorial duties and customer service skills will make her a great addition to the SAA team. We are excited to have her on board.

Please contact me if you have any questions or comments.



## 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



**SALINA AIRPORT AUTHORITY ANNUAL BOARD MEETING**  
**Hangar H600, Second Floor Conference Room**  
**2720 Arnold Court**  
**March 20, 2019 – 8:00 AM**

**AGENDA**

**Action Items**

1. Call to order and determine a quorum is present. (Weisel)
2. Recognition of guests. (Weisel)
3. Additions to the agenda and agenda overview. (Rogers)
4. Acceptance of Appointment and Oath and Office by Brian Weisel. (Rogers)
5. Approval of the minutes of the February 20, 2019 regular board meeting. (Weisel)
6. Review of airport activity and financial reports for the month ending February 28, 2019. (Rogers and Swanson)
7. Review and discussion of the results of the February 2019, Salina Regional Airport and Airport Industrial Center Economic Impact Study prepared by the Docking Institute of Public Affairs, Fort Hays State University. (Rogers and Swanson)
8. Review of the estimated cost to construct and finance new Salina Regional Airport T-Hangars. (Rogers and Swanson)
9. Review of the scope of work for the M.J. Kennedy Air Terminal requirements study. (Rogers)
10. Former Schilling AFB Project briefing and update. (Rogers and Bengtson)
11. Election of officers and board member committee assignments for 2019-2020. (Weisel)
12. Consideration of SAA Resolution 19-01 designating the various bank depositories of the Salina Airport Authority. (Swanson)

**Directors' Forum** (Weisel)

**Visitor's Questions and Comments** (Weisel)

**Staff Reports** (Rogers)

**Announcements** (Windhorst)

**Adjournment** (Weisel)



**ACCEPTANCE OF APPOINTMENT**

The Undersigned hereby certifies that he is qualified to accept the appointment and does hereby accept his appointment as a member of the Board of Directors of the Salina Airport Authority of the City of Salina, Kansas, for a term of three (3) years commencing on the 20<sup>th</sup> day of March, 2019 and ending on the 28<sup>th</sup> day of February, 2022 in accordance with and subject to the policies and standards governing the qualifications, appointments and conduct of the members of the aforesaid Board of Directors of the Salina Airport Authority of the City of Salina, Saline County, Kansas, all as provided for by the Ordinance of the City of Salina, Kansas, and the General Statutes of Kansas.

WITNESS my hand this 20<sup>th</sup> day of March, 2019.

\_\_\_\_\_  
Brian Weisel

**OATH OF OFFICE**

STATE OF KANSAS, SALINE COUNTY, ss:

I do solemnly swear (or I do solemnly, sincerely and truly declare and affirm) that I will support the Constitution of the United States and the Constitution of the State of Kansas and faithfully discharge the duties as a member of the Board of Directors of the Salina Airport Authority. So help me God (or, and this I do under the pains and penalties of perjury).

\_\_\_\_\_  
Brian Weisel

Subscribed and sworn (affirmed) to before me this 20<sup>th</sup> day of March, 2019.

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

My Appointment expires \_\_\_\_\_.

Filed with me this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2019.

\_\_\_\_\_  
City Clerk



**MINUTES OF THE REGULAR MEETING OF THE BOARD  
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY  
FEBRUARY 20, 2019  
HANGAR 600 SECOND FLOOR CONFERENCE ROOM**

**Call to Order**

The meeting was called to order at 8:00 AM by Chairman Brian Weisel.

**Attendance**

Attendance was taken. Chairman Weisel, Directors Eichelberger, Vancil, Buer, and Gunn were present. Also present were Executive Director Tim Rogers; Director of Administration and Finance Shelli Swanson; Director of Facilities and Construction Kenny Bieker; Business and Communications Manager Kasey Windhorst; Administrative Assistant Kaycie Taylor, and Attorney Greg Bengtson. Bob Vidricksen, Saline County Commissioner; Michael Bunn, T-hangar Tenant; Mark Zeiler, T-hangar Tenant; Julie Yager-Zucker, Avflight; Randy Hassler, Former Board Member; Kevin Wright, Salina ATC; Mike Hoppock, City Commissioner; Eric Brown, Salina Area Chamber of Commerce and Tim Unruh, Reporting Points Reporter were guests.

**Additions to the Agenda**

Chairman Weisel asked if there were any additions. Executive Director Rogers stated there was an addition to the agenda. Item number 9a, the consideration of transfer of property at the intersection of Ohio and Water Well to the City of Salina, was added to the agenda.

**Minutes**

Chairman Weisel asked if the board members had additions or corrections to the minutes of the January 16, 2019 regular board meeting. Director Vancil moved, seconded by Director Gunn to approve the minutes of the January 16, 2019 regular board meeting. Motion passed unanimously.

**Airport Activity and Financial Reports**

Executive Director Rogers reported on airport activity for the month of January 2019. The Salina Air Traffic Control Tower (ATCT) recorded 3,102 operations during January 2019 which was a 9% decrease as compared to January 2018 total of 3,418. Rogers noted that January air traffic is consistently low due to K-State Aviation's semester break and weather conditions. The January 2019 fuel flowage came in at 156,531 gallons which was 109% increase from the January 2018 total of 74,806 gallons. SkyWest reported 996 total passengers during January 2019 which was 140% more than the January 2018 total of 414 total passengers. The airline's total passenger count was 2,148 which was a 133% increase over the January 2018 total of 923. Rogers also commented on current load factor, advanced bookings, and the total operations and fuel flowage standings with comparable airports for the 2018 calendar year. Rogers also stated that Gary Foss, ArkStar Managing Partner, will be present for the April 2019 board meeting to discuss SkyWest service for the entire calendar year.

Swanson reported on the financials for the month of January 2019. Total operating revenue arriving within 2% of budget projections and is tracking 1.4% ahead of 2018. Total operating

expenses arrived at 15% under budget and is tracking 6.2% less than 2018, or \$11,425, bringing net income before depreciation to \$29,902.

Swanson updated the board on short term leasing activity. Since the first of the year the Airport Authority has secured three new short-term leases with the following:

- Kansas Erosion Products – 32, 628 SF of Building B655 - \$23,380 for 4 months
- Wal-Mart – Hangar H606 - \$65,264 for 3 months
- Professional Graphics – 3,483 SF of Building B412, \$19,030 for 1 year

Chairman Weisel directed staff to file the financials for audit.

### **Aviation and Aerospace Business Recruitment Update**

Executive Director Rogers reviewed a summary of aviation and aerospace prospect activity, including seven active and four new prospects. The potential leasing and job creation activity is a direct result of the joint efforts of the Airport Authority, Saline County Economic Development Organization, City of Salina, Saline County, Salina Area Chamber of Commerce, Governor's Military Council, ArkStar, and Baker Donelson. The square footage currently available for lease would generate approximately \$1.4 million in revenue.

### **Proposed Agreement with the Salina Area Chamber of Commerce for Economic Development Services**

Executive Director Rogers reviewed the proposed agreement with the Salina Area Chamber of Commerce for economic development, including the specific tasks that the Chamber will implement to assist in the recruitment, training, and retention of a skilled aviation workforce. The agreement contracts the Chamber on a yearly basis at a cost of \$7,500 per year.

Rogers recommended that the board approve the proposed economic development services agreement with the Salina Area Chamber of Commerce. Director Eichelberger moved, seconded by Director Vancil. Motion passed unanimously.

### **Coffman Associates Scope of Work for a Terminal Building Requirements Study**

Executive Director Rogers reviewed the FAA approved scope of work for the FAA funded terminal building requirements study. The next steps for the project are as follows:

- Completion of an independent cost estimate for completion of the approved scope of work
- Finalize contract negotiations with Coffman Associates
- Submit the negotiated Coffman contract to the FAA for approval
- Submit an Airport Improvement Program (AIP) grant application to the FAA
- Accept an AIP offer grant funding 90% of the Coffman contract
- Issue a Notice to Proceed to Coffman

Coffman planners are scheduled to attend the March 20, 2019 board meeting to provide an overview of the project schedule.

**Termination Agreement with AAL Organic Matters, LLC. and associated promissory note.**

Executive Director Rogers updated the board on AAL Organic Matters, LLC.'s failure to pay rent and the Airport Authority's issuance of a Notice of Lease Termination and Notice to Leave Premises Pursuant to K.S.A. 61-3803 on February 1, 2019. Rogers summarized AAL Organic Matters current contract with Schwan's. The proposed Termination Agreement and Promissory Note will provide AAL the means to change its method of delivering recycling services to Schwan's, pay all past due rental, and unamortized broker fees.

Board Attorney Greg Bengtson outlined the Promissory Note functions, proposed payment schedule through September 5, 2019, and what occurs should AAL default on any installment.

Director Eichelberger suggested the possibility of also obtaining a pledge on the AAL accounts receivable in the amount of the Promissory Note. Bengtson stated that while a possibility, it would need to be agreed upon by both AAL and Schwan's. Rogers stated that he would contact AAL and Schwan's to see if an accounts receivable pledge can be obtained.

Director Eichelberger moved to approve the Termination Agreement and Promissory Note agreements, with the understanding that best efforts be used to obtain an accounts receivable pledge, seconded by Director Gunn. The motion passed unanimously.

Eichelberger inquired about the process of assessing the risk of leasing to a potential tenant based on financial standing of the company. Rogers stated that there is a current format used to summarize proposed lease terms to which a financial risk ranking can be added. Eichelberger agreed that adding financial risk information and/or ranking would be helpful.

**1988 Transfer of Water Treatment Facility to the City of Salina**

Executive Director Rogers informed the board that a 1988 Warranty Deed was located in the Salina Airport Authority records, at the request of the City. The deed transferred property containing the former Schilling AFB water treatment facility located at the intersection of Ohio and Water Well to the City. The deed was never recorded; thus, the property is still shown as being owned by the Airport Authority. Board Attorney Greg Bengtson stated that a new deed would need to be approved by the board. Bengtson recommended that a Limited Warranty Deed would be more appropriate.

Director Vancil moved to authorize Chairman Weisel to execute a Limited Warranty Deed to transfer the property located at the intersection of Ohio and Water Well to the City of Salina, seconded by Director Gunn. The motion passed unanimously.

**Directors Forum**

Director Vancil commented on the excellent customer service he received from SkyWest employees.

## **Staff Reports**

### **International Aerobatic Club U.S. National Aerobatic Championships Scheduled for September 21-29, 2019**

Rogers informed the board that SLN was selected, with the help of the Salina Area Chamber of Commerce, to host the 2019 U.S. National Aerobatic Championships currently scheduled for September 21-29, 2019. Rogers acquainted board members with the International Aerobatic Club, what to expect of the Championships, and how the event will benefit K-State, Schilling Aviation, Avflight, and area youth.

### **FAA Airport Certification Inspection**

Rogers notified the board that the FAA's annual airport certification inspection has been completed and reviewed two items of correction. Seven airfield guidance signs were found to change in intensity during the night time inspection. Airfield signs must remain at one intensity. The new single intensity lamps will cost approximately \$7,000 to install. Two refueling hoses that exceed a ten-year expiration date will be replaced by Avflight.

### **Snow Removal and Deicing Measures and Associated Costs**

Rogers discussed current snow removal and deicing measures that are being taken.

### **Concept Layout for New T-Hangar Construction**

Rogers reviewed an updated concept drawing by Jviation for the new T-Hangar construction.

### **Schedule for Hangar H409 Lobby Improvements**

Rogers reviewed the proposed improvements for the Hangar H409 lobby and restroom access after-hours. The Hangar H409 lobby will have carpet replaced with commercial grade tile, a water submeter will be installed, and glass partitions to grant after hours restroom access to based aircraft owners and pilots. The total cost for the project will be \$9,543.

### **March 20, 2019 SAA Board Meeting Agenda Preview**

Rogers reviewed the topics to be discussed at the board meeting on March 20, 2019 as follows:

- Report on Salina Regional Airport and Airport Industrial Center economic impact on Salina and Saline County
- Review of new T-hangar construction estimated costs and project financing options
- Terminal building requirements study schedule and scope of work from Coffman Associates

### **Fly SLN Marketing Campaign**

Rogers reviewed the current results of the Fly Salina marketing campaign and the impact of the current \$89 fare.

### **Executive Session**

At 9:25 A.M. Director Vancil moved the following:

I move that the Airport Authority board of directors recess into an executive session for twenty (20) minutes to discuss the subject of anticipated mediation with representative of the U.S. Department of Justice and U.S. Army Corps of Engineers associated with pending litigation in the U.S. District Court with legal counsel based upon the need for consultation with an attorney for the public body which would be deemed privileged in the attorney-client relationship pursuant to K.S.A. 45-7319(b)(2). The open meeting will resume in this room at 9:45 A.M.

Director Gunn seconded the motion. The motion passed unanimously.

The open meeting resumed at 9:45 A.M.

Director Gunn moved, seconded by Director Vancil to authorize environmental legal counsel, Doug Curran, to sign the Mediation Process Agreement on behalf of the Salina Airport Authority.

Upon a motion duly made, the meeting adjourned at 9:46 A.M.

Minutes approved at the March 20, 2019 Board Meeting.

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Secretary

(SEAL)



**SALINA AIRPORT AUTHORITY  
AIRPORT ACTIVITY REPORT  
2019**

**AIR TRAFFIC/ATCT**

February, 2019	4,852 Operations 625 Instrument Operations 505 Peak Day
February, 2018	4,601 Operations 690 Instrument Operations 377 Peak Day
January 2019 - February 2019	7,954 Operations
January 2018 - February 2018	8,019 Operations
January 2017 - February 2017	10,137 Operations

**FUEL FLOWAGE**

February, 2019	183,334 Gallons
February, 2018	186,506 Gallons
January 2019 - February 2019	339,865 Gallons
January 2018 - February 2018	261,312 Gallons
January 2017 - February 2017	703,146 Gallons

KSU-S	Avflight Salina	Avflight	
		Military/Gov't Portion	Self-fuel Station Portion
6,413	176,921	61,927	425
5,720	180,786	94,232	533
9,851	330,014	134,431	847
10,280	251,032	107,193	919
18,415	684,731	477,603	1,209

**SkyWest Airlines**

**ENPLANEMENTS**

February, 2019	1,075 Passengers
February, 2018	314 Passengers
January 2019 - February 2019	2,071 Passengers
January 2018 - February 2018	728 Passengers
January 2017 - February 2017	1,202 Passengers

**DEPLANEMENTS**

**TOTAL**

1,110 Passengers	2,185
299 Passengers	613

**ENPLANEMENTS - Charter Flights**

February, 2019	584 Passengers
February, 2018	401 Passengers
January 2019 - February 2019	584 Passengers
January 2018 - February 2018	401 Passengers
January 2017 - February 2017	862 Passengers

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

February, 2019	1,659 Passengers
February, 2018	715 Passengers
January 2019 - February 2019	2,655 Passengers
January 2018 - February 2018	1,129 Passengers
January 2017 - February 2017	2,064 Passengers

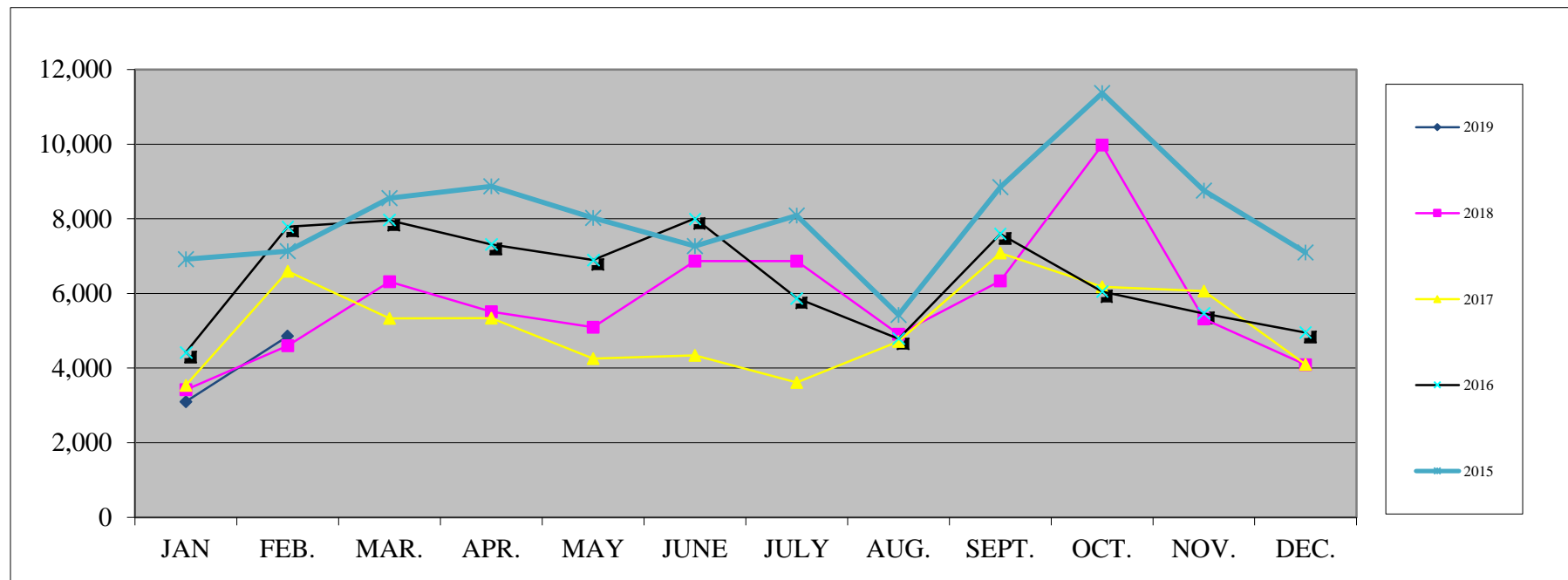
# AIRPORT TRAFFIC RECORD

## 2018 - 2019

	ITINERANT					LOCAL			
	AC	AT	GA	MI	Total Itinerant	Civil	Military	Total Local	Total Operations
<b>2019</b>									
January, 19	61	819	600	258	1,738	992	372	1,364	3,102
February, 19	104	1,553	555	211	2,423	2,232	197	2,429	4,852
March, 19									
April, 19									
May, 19									
June, 19									
July, 19									
August, 19									
September, 19									
October, 19									
November, 19									
December, 19									
<b>Totals January - February</b>	<b>165</b>	<b>2,372</b>	<b>1,155</b>	<b>469</b>	<b>4,161</b>	<b>3,224</b>	<b>569</b>	<b>3,793</b>	<b>7,954</b>
<b>2018</b>									
January, 18	0	1,068	587	205	1,860	1,390	168	1,558	3,418
February, 18	17	1,282	541	316	2,156	2,103	342	2,445	4,601
March, 18									
April, 18									
May, 18									
June, 18									
July, 18									
August, 18									
September, 18									
October, 18									
November, 18									
December, 18									
<b>Totals January - February</b>	<b>17</b>	<b>2,350</b>	<b>1,128</b>	<b>521</b>	<b>4,016</b>	<b>3,493</b>	<b>510</b>	<b>4,003</b>	<b>8,019</b>
<b>Difference</b>	<b>-17</b>	<b>-2,350</b>	<b>-1,128</b>	<b>-521</b>	<b>-4,016</b>	<b>-3,493</b>	<b>-510</b>	<b>-4,003</b>	<b>-8,019</b>
<b>YTD % Change</b>	<b>-100%</b>	<b>-100%</b>	<b>-100%</b>	<b>-100%</b>	<b>-100%</b>	<b>-100%</b>	<b>-100%</b>	<b>-100%</b>	<b>-100%</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

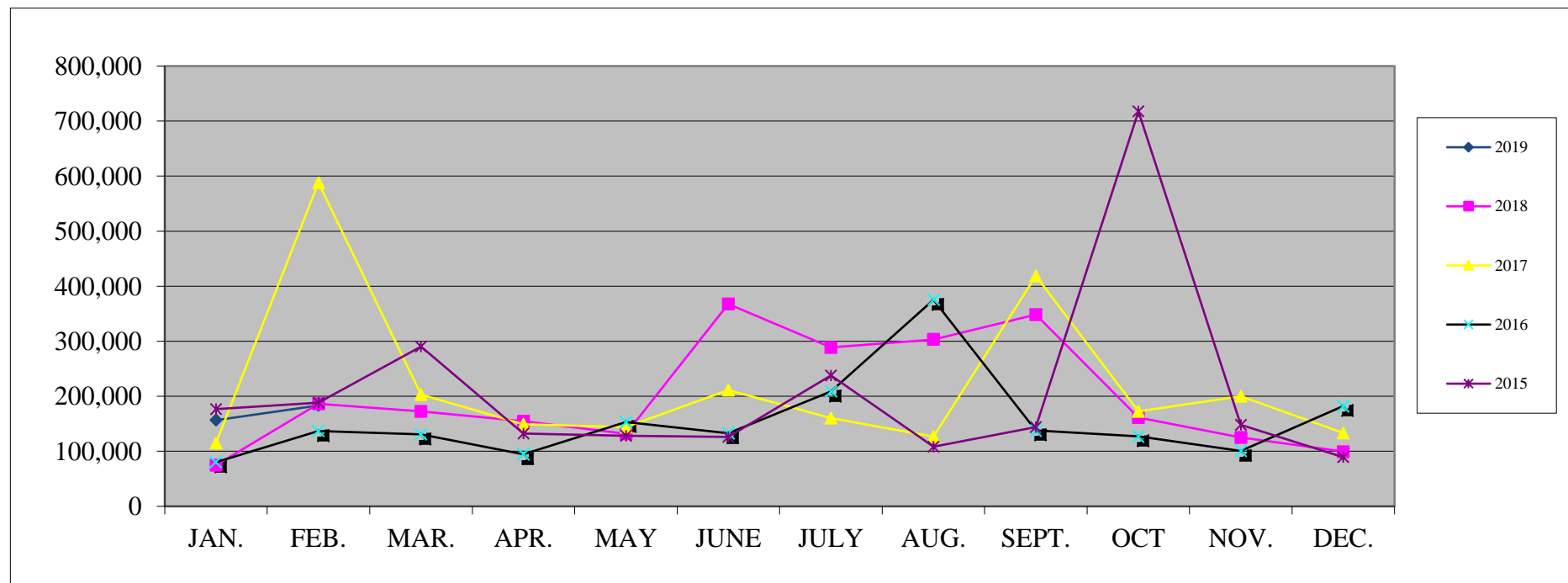
	<u>JAN</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>TOTAL</u>
<b>2019</b>	3,102	<b>4,852</b>											<b>7,954</b>
<b>2018</b>	3,418	4,601	6,312	5,510	5,094	6,865	6,865	4,910	6,336	9,974	5,317	4,091	69,293
<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
<b>2011</b>	3,088	3,880	4,632	5,671	5,418	6,379	5,639	4,804	9,355	9,249	6,138	4,954	69,207
<b>2010</b>	2,760	4,430	5,743	5,964	4,611	4,572	4,364	4,009	6,816	7,653	5,100	4,429	60,451
<b>2009</b>	4,345	6,822	5,675	5,888	6,209	5,883	5,082	3,860	6,470	5,258	5,775	3,795	65,062



## FUEL FLOWAGE

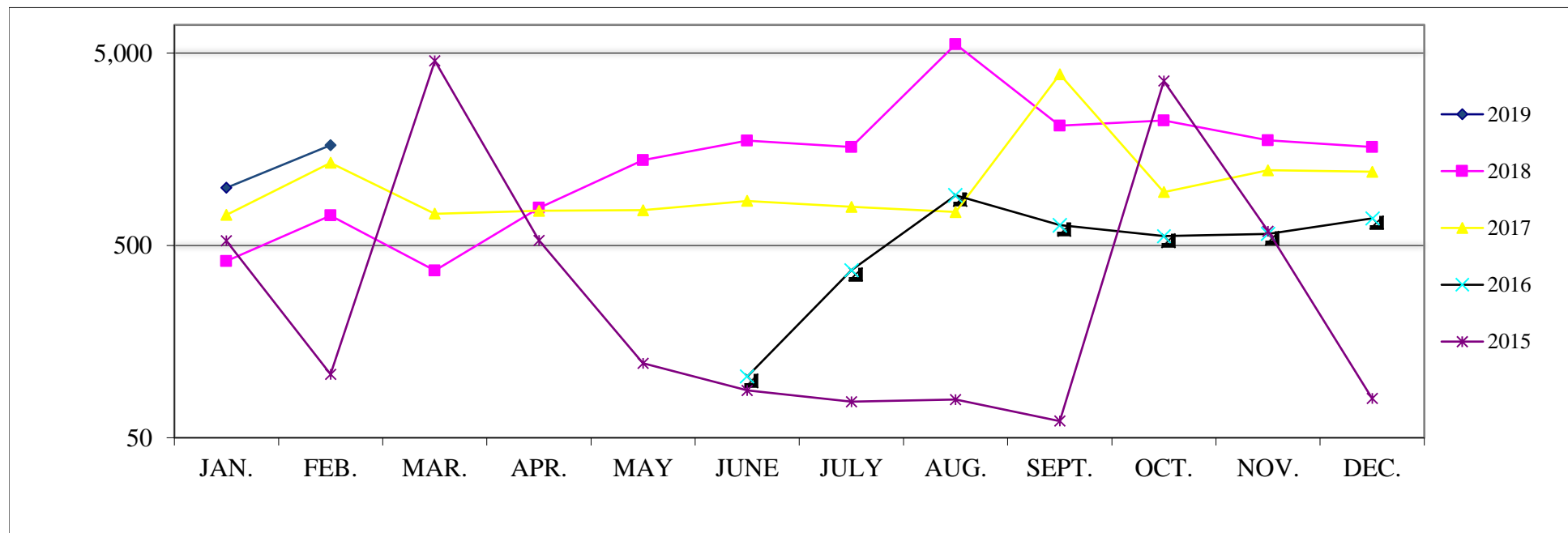
Gallons of Fuel Sold at SLN

	<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>2019</b>	156,531	<b>183,334</b>											<b>339,865</b>
<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
<b>2011</b>	158,199	175,703	311,254	168,490	141,986	261,097	246,687	202,390	178,133	172,586	203,684	166,461	2,386,670
<b>2010</b>	140,149	174,668	276,837	195,019	195,859	333,684	271,029	212,013	170,735	209,067	315,010	269,921	2,763,991
<b>2009</b>	202,765	239,649	182,205	183,738	192,029	306,421	222,991	145,268	171,251	216,190	256,904	162,174	2,481,585



## 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>FAA</u> <u>Adjustment</u>	<u>TOTAL</u>
<b>2019</b>	996	<b><u>1,659</u></b>												<b><u>2,655</u></b>
<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	-109	13,850
<b>2016</b>	36	0	0	0	0	104	372	910	637	558	574	692	84	3,967
<b>2015</b>	528	107	4,550	531	122	88	77	79	61	3,574	592	80	-310	10,079
<b>2014</b>	145	109	140	135	175	403	282	223	178	431	157	178	-158	2,398
<b>2013</b>	166	191	205	214	243	218	202	205	161	178	212	243	391	2,829
<b>2012</b>	237	249	247	216	287	213	174	198	151	187	229	335	803	3,526
<b>2011</b>	146	156	205	181	254	258	261	234	225	287	264	234	152	2,857
<b>2010</b>	81	97	139	116	668	166	162	154	178	436	234	510	203	3,144
<b>2009</b>	224	227	275	223	232	210	225	242	439	190	223	129	29	2,868



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



**Salina Airport Authority**  
**Statement of Net Assets Prev Year Comparison**  
As of February 28, 2019

03/13/2019

	Feb 28, 19	Jan 31, 19	\$ Change	Feb 28, 18	\$ Change	% Change
<b>ASSETS</b>						
<b>Current Assets</b>						
<b>Checking/Savings</b>						
Cash in Bank-Bond Funds	0	0	0	1,310,530	-1,310,530	-100%
Cash in bank-Operating Funds	87,292	92,395	-5,103	67,665	19,627	29%
Cash in Bank - Mill Levy	702,133	1,129,931	1 -427,798	777,853	-75,720	-10%
<b>Total Checking/Savings</b>	<b>789,425</b>	<b>1,222,326</b>	<b>-432,901</b>	<b>2,156,048</b>	<b>-1,366,623</b>	<b>-63%</b>
<b>Accounts Receivable</b>						
Accounts Receivable	137,265	169,922	-32,657	232,681	-95,416	-41%
<b>Total Accounts Receivable</b>	<b>137,265</b>	<b>169,922</b>	<b>-32,657</b>	<b>232,681</b>	<b>-95,416</b>	<b>-41%</b>
<b>Other Current Assets</b>						
Agri Land Receivable	56,000	56,000	0	55,000	1,000	2%
Mill Levy receivable	1,401,943	1,401,943	0	900,804	501,139	56%
Other current assets	181,151	197,852	-16,701	149,102	32,049	21%
Undeposited Funds	4,990	4,990	0	4,500	490	11%
<b>Total Other Current Assets</b>	<b>1,644,084</b>	<b>1,660,785</b>	<b>-16,701</b>	<b>1,109,406</b>	<b>534,678</b>	<b>48%</b>
<b>Total Current Assets</b>	<b>2,570,774</b>	<b>3,053,033</b>	<b>-482,259</b>	<b>3,498,135</b>	<b>-927,361</b>	<b>-27%</b>
<b>Fixed Assets</b>						
Fixed assets at cost	88,403,054	88,370,346	32,708	85,684,058	2,718,996	3%
Less accumulated depreciation	-44,961,730	-44,732,400	-229,330	-42,254,070	-2,707,660	-6%
<b>Total Fixed Assets</b>	<b>43,441,324</b>	<b>43,637,946</b>	<b>-196,622</b>	<b>43,429,988</b>	<b>11,336</b>	<b>0%</b>
<b>Other Assets</b>						
Deferred Outflow of Resources	1,496,655	1,496,655	0	1,496,655	0	0%
<b>Total Other Assets</b>	<b>1,496,655</b>	<b>1,496,655</b>	<b>0</b>	<b>1,496,655</b>	<b>0</b>	<b>0%</b>
<b>TOTAL ASSETS</b>	<b>47,508,753</b>	<b>48,187,634</b>	<b>-678,881</b>	<b>48,424,778</b>	<b>-916,025</b>	<b>-2%</b>
<b>LIABILITIES &amp; EQUITY</b>						
<b>Liabilities</b>						
<b>Current Liabilities</b>						
<b>Accounts Payable</b>						
Accounts payable	147,332	935,752	-788,420	88,151	59,181	67%
<b>Total Accounts Payable</b>	<b>147,332</b>	<b>935,752</b>	<b>-788,420</b>	<b>88,151</b>	<b>59,181</b>	<b>67%</b>
<b>Credit Cards</b>						
Sam's Club Discover	0	-158	158	8,612	-8,612	-100%
<b>Total Credit Cards</b>	<b>0</b>	<b>-158</b>	<b>158</b>	<b>8,612</b>	<b>-8,612</b>	<b>-100%</b>
<b>Other Current Liabilities</b>						
Accrued debt interest payable	-3,603	271,778	-275,381	-10,969	7,366	67%
Debt, current portion	1,969,153	1,969,153	0	1,222,153	747,000	61%
Deferred Agri Land Revenue	46,667	51,333	-4,666	45,833	834	2%
Deferred Mill Levy revenue	2,215,336	2,415,136	-199,800	1,776,967	438,369	25%
Other current liabilities	197,372	205,955	-8,583	134,313	63,059	47%
<b>Total Other Current Liabilities</b>	<b>4,424,925</b>	<b>4,913,355</b>	<b>-488,430</b>	<b>3,168,297</b>	<b>1,256,628</b>	<b>40%</b>
<b>Total Current Liabilities</b>	<b>4,572,257</b>	<b>5,848,949</b>	<b>-1,276,692</b>	<b>3,265,060</b>	<b>1,307,197</b>	<b>40%</b>
<b>Long Term Liabilities</b>						
Debt - Long Term	21,364,892	21,364,892	0	24,016,722	-2,651,830	-11%
Deferred Inflows of Resources	96,486	96,486	0	96,486	0	0%
Less current portion	-1,969,153	-1,969,153	0	-1,222,153	-747,000	-61%
Net Pension Liability	603,456	603,456	0	603,456	0	0%
Security Deposits Returnable	50,410	48,680	1,730	49,436	974	2%
<b>Total Long Term Liabilities</b>	<b>20,146,091</b>	<b>20,144,361</b>	<b>1,730</b>	<b>23,543,947</b>	<b>-3,397,856</b>	<b>-14%</b>
<b>Total Liabilities</b>	<b>24,718,348</b>	<b>25,993,310</b>	<b>-1,274,962</b>	<b>26,809,007</b>	<b>-2,090,659</b>	<b>-8%</b>
<b>Equity</b>						
Invested in Capital Assets net	22,076,432	22,202,430	-125,998	19,388,364	2,688,068	14%
Net assets, Designated	90,000	90,000	0	90,000	0	0%
Net assets, Unrestricted	53,619	-72,379	125,998	2,329,052	-2,275,433	-98%
Net Income	570,353	-25,726	596,079	-191,645	761,998	398%
<b>Total Equity</b>	<b>22,790,404</b>	<b>22,194,325</b>	<b>596,079</b>	<b>21,615,771</b>	<b>1,174,633</b>	<b>5%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>47,508,752</b>	<b>48,187,635</b>	<b>-678,883</b>	<b>48,424,778</b>	<b>-916,026</b>	<b>-2%</b>

**Salina Airport Authority**  
**Profit & Loss Budget Performance**  
February 2019

9:37 PM  
03/13/2019  
Accrual Basis

	Feb 19	Jan - Feb 19	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>Airfield revenue</b>						
Fuel Flowage Fees	14,967	27,239	33,333	-6,094	82%	200,000
Hangar rent	74,712	131,913	96,051	35,862	137%	576,307
Landing fees	5,255	7,777	4,167	3,610	187%	25,000
Ramp rent	4,269	8,538	8,333	205	102%	50,000
<b>Total Airfield revenue</b>	<b>99,203</b>	<b>175,467</b>	<b>141,884</b>	<b>33,583</b>	<b>124%</b>	<b>851,307</b>
<b>Building and land rent</b>						
Agri land rent	4,667	9,333	9,333	0	100%	56,000
<b>Building rents - Long Term</b>						
Short-term leasing	21,718	53,925	35,000	18,925	154%	210,000
Building rents - Long Term - Other	56,609	120,235	152,777	-32,542	79%	916,660
<b>Total Building rents - Long Term</b>	<b>78,327</b>	<b>174,160</b>	<b>187,777</b>	<b>-13,617</b>	<b>93%</b>	<b>1,126,660</b>
<b>Land rent</b>						
Basic Land Rent	7,857	16,420	16,855	-435	97%	101,131
Property tax - tenant share	10,325	20,650	20,650	0	100%	123,899
<b>Total Land rent</b>	<b>18,182</b>	<b>37,070</b>	<b>37,505</b>	<b>-435</b>	<b>99%</b>	<b>225,030</b>
Tank rent	1,128	2,256	1,995	261	113%	11,970
<b>Total Building and land rent</b>	<b>102,304</b>	<b>222,819</b>	<b>236,610</b>	<b>-13,791</b>	<b>94%</b>	<b>1,419,660</b>
<b>Other revenue</b>						
Airport Marketing	0	0	18,333	-18,333	0%	110,000
Commissions	779	2,400	5,833	-3,433	41%	35,000
Other income	5,968	11,697	13,333	-1,636	88%	80,000
<b>Total Other revenue</b>	<b>6,747</b>	<b>14,097</b>	<b>37,499</b>	<b>-23,402</b>	<b>38%</b>	<b>225,000</b>
<b>Total Income</b>	<b>208,254</b>	<b>412,383</b>	<b>415,993</b>	<b>-3,610</b>	<b>99%</b>	<b>2,495,967</b>
<b>Gross Income</b>	<b>208,254</b>	<b>412,383</b>	<b>415,993</b>	<b>-3,610</b>	<b>99%</b>	<b>2,495,967</b>
<b>Expense</b>						
<b>Administrative expenses</b>						
A/E, consultants, brokers	7,150	12,316	3,500	8,816	352%	21,000
Airport promotion	9,980	21,431	32,492	-11,061	66%	194,950
Bad Debt Expense	0	0	2,500	-2,500	0%	15,000
Computer/Network Admin.	1,228	2,236	3,191	-955	70%	19,143
Dues and subscriptions	732	2,767	4,167	-1,400	66%	25,000
Employee retirement	6,260	12,562	13,781	-1,219	91%	82,685
FICA and medicare tax expense	4,723	9,503	10,548	-1,045	90%	63,289
Industrial development	8,571	8,571	7,083	1,488	121%	42,500
Insurance , property	8,746	23,879	29,167	-5,288	82%	175,000
Insurance, medical	16,531	33,355	37,500	-4,145	89%	225,000
Kansas unemployment tax	0	0	167	-167	0%	1,000
Legal and accounting	0	2,776	5,417	-2,641	51%	32,500
Office salaries	35,614	71,596	82,963	-11,367	86%	497,780
Office Supplies	136	525	1,000	-475	53%	6,000
Other administrative expense	798	1,248	1,813	-565	69%	10,875
Postage	138	138	500	-362	28%	3,000
Property tax expense	13,552	27,104	27,104	0	100%	162,625
Special Events	0	0	167	-167	0%	1,000
Telephone	1,596	3,137	3,063	74	102%	18,375
Training	0	0	1,167	-1,167	0%	7,000
Travel and meetings	28	573	2,000	-1,427	29%	12,000
<b>Total Administrative expenses</b>	<b>115,783</b>	<b>233,717</b>	<b>269,290</b>	<b>-35,573</b>	<b>87%</b>	<b>1,615,722</b>

	<b>Feb 19</b>	<b>Jan - Feb 19</b>	<b>YTD Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>	<b>Annual Budget</b>
<b>Maintenance expenses</b>						
<b>Airfield maintenance</b>	0	3,327	5,150	-1,823	65%	30,900
<b>Airport Security</b>	-65	705	667	38	106%	4,000
<b>Building maintenance</b>	7,364	15,446	8,275	7,171	187%	49,650
<b>Equipment fuel and repairs</b>	4,250	9,962	15,000	-5,038	66%	90,000
<b>Fire Services</b>	0	120	3,167	-3,047	4%	19,000
<b>Grounds maintenance</b>	0	30	750	-720	4%	4,500
<b>Maintenance salaries</b>	27,369	54,889	60,825	-5,936	90%	364,950
<b>Other maintenance expenses</b>	795	1,915	3,333	-1,418	57%	20,000
<b>Snow removal expense</b>	1,101	6,291	3,333	2,958	189%	20,000
<b>Utilities</b>	-2,615	31,032	40,000	-8,968	78%	240,000
<b>Total Maintenance expenses</b>	38,199	123,717	140,500	-16,783	88%	843,000
<b>Total Expense</b>	5 153,982	357,434	409,790	-52,356	87%	2,458,722
<b>Net Ordinary Income</b>	54,272	54,949	6,203	48,746	886%	37,245
<b>Net Income</b>	6 54,272	54,949	6,203	48,746	886%	37,245

**Salina Airport Authority**  
**Profit & Loss Prev Year Comparison**  
January through February 2019

3:43 PM  
03/15/2019  
Accrual Basis

	Jan - Feb 19	Jan - Feb 18	\$ Change	% Change
Ordinary Income/Expense				
Income				
Airfield revenue				
Fuel Flowage Fees	27,238.90	22,266.00	4,972.90	22.33%
Hangar rent	131,912.71	87,298.05	44,614.66	51.11%
Landing fees	7,777.45	2,800.07	4,977.38	177.76%
Ramp rent	8,538.00	7,228.00	1,310.00	18.12%
Total Airfield revenue	175,467.06	119,592.12	55,874.94	46.72%
Beech Bankruptcy Distributions	0.00	0.00	0.00	0.0%
Building and land rent				
Agri land rent	9,333.34	9,166.66	166.68	1.82%
Building rents - Long Term				
Short-term leasing	53,925.00	47,776.20	6,148.80	12.87%
Building rents - Long Term - Other	120,234.76	135,400.68	-15,165.92	-11.2%
Total Building rents - Long Term	174,159.76	183,176.88	-9,017.12	-4.92%
Land rent				
Basic Land Rent	16,419.67	16,437.90	-18.23	-0.11%
Property tax - tenant share	20,649.84	20,037.50	612.34	3.06%
Total Land rent	37,069.51	36,475.40	594.11	1.63%
Tank rent	2,256.00	1,656.00	600.00	36.23%
Total Building and land rent	222,818.61	230,474.94	-7,656.33	-3.32%
Other revenue				
Airport Marketing	0.00	11,082.75	-11,082.75	-100.0%
Commissions	2,399.53	2,333.21	66.32	2.84%
Other income	11,696.68	12,018.84	-322.16	-2.68%
Total Other revenue	14,096.21	25,434.80	-11,338.59	-44.58%
Total Income	412,381.88	375,501.86	36,880.02	9.82%
Gross Profit	412,381.88	375,501.86	36,880.02	9.82%
Expense				
Administrative expenses				
A/E, consultants, brokers	12,315.84	16,072.25	-3,756.41	-23.37%
Airport promotion				
Air Serv. Mktg - City	6,033.54	5,541.37	492.17	8.88%
Air Serv. Mktg - County	5,902.26	5,541.38	360.88	6.51%
Air Serv. Mktg - SAA	9,495.00	0.00	9,495.00	100.0%
Airport promotion - Other	0.00	2,939.96	-2,939.96	-100.0%
Total Airport promotion	21,430.80	14,022.71	7,408.09	52.83%
Computer/Network Admin.	2,236.34	2,344.63	-108.29	-4.62%
Dues and subscriptions	3,359.29	3,968.51	-609.22	-15.35%
Employee retirement	12,561.65	11,117.35	1,444.30	12.99%
FICA and medicare tax expense	9,502.59	8,877.81	624.78	7.04%
Industrial development	8,571.43	6,250.00	2,321.43	37.14%
Insurance , property	23,879.39	9,963.55	13,915.84	139.67%
Insurance, medical	33,354.56	33,614.20	-259.64	-0.77%
Legal and accounting	2,775.80	3,778.10	-1,002.30	-26.53%
Office salaries	71,596.37	71,450.53	145.84	0.2%
Office Supplies	525.47	2,477.35	-1,951.88	-78.79%
Other administrative expense				
Merchant Processing Fees	493.95	223.84	270.11	120.67%
Other administrative expense - Other	753.87	835.34	-81.47	-9.75%
Total Other administrative expense	1,247.82	1,059.18	188.64	17.81%
Postage	137.89	673.02	-535.13	-79.51%

	Jan - Feb 19	Jan - Feb 18	\$ Change	% Change
Property tax expense	27,104.16	24,166.66	2,937.50	12.16%
Telephone	3,137.06	2,879.02	258.04	8.96%
Travel and meetings	572.78	709.96	-137.18	-19.32%
<b>Total Administrative expenses</b>	<b>234,309.24</b>	<b>213,424.83</b>	<b>20,884.41</b>	<b>9.79%</b>
<b>Maintenance expenses</b>				
Airfield maintenance	3,326.98	4,130.58	-803.60	-19.46%
Airport Security	704.89	627.14	77.75	12.4%
Building maintenance	15,445.60	15,260.16	185.44	1.22%
Equipment fuel and repairs	9,962.03	11,421.48	-1,459.45	-12.78%
Fire Services	119.80	499.69	-379.89	-76.03%
Grounds maintenance	29.99	24.48	5.51	22.51%
Maintenance salaries	54,888.79	49,914.95	4,973.84	9.97%
Other maintenance expenses	1,914.98	1,902.43	12.55	0.66%
Snow removal expense	6,290.91	3,438.86	2,852.05	82.94%
Utilities	31,032.09	67,846.72	-36,814.63	-54.26%
<b>Total Maintenance expenses</b>	<b>123,716.06</b>	<b>155,066.49</b>	<b>-31,350.43</b>	<b>-20.22%</b>
<b>Uncategorized Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>358,025.30</b>	<b>368,491.32</b>	<b>-10,466.02</b>	<b>-2.84%</b>
<b>Net Ordinary Income</b>	<b>54,356.58</b>	<b>7,010.54</b>	<b>47,346.04</b>	<b>675.36%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Capital contributed	681,823.00	19,336.37	662,486.63	3,426.12%
<b>Interest income</b>				
Interest income on deposits	70.09	894.21	-824.12	-92.16%
<b>Total Interest income</b>	<b>70.09</b>	<b>894.21</b>	<b>-824.12</b>	<b>-92.16%</b>
<b>Mill levy income</b>	<b>399,600.50</b>	<b>355,393.34</b>	<b>44,207.16</b>	<b>12.44%</b>
<b>Total Other Income</b>	<b>1,081,493.59</b>	<b>375,623.92</b>	<b>705,869.67</b>	<b>187.92%</b>
<b>Other Expense</b>				
<b>Debt interest expense net</b>				
Interest Expense on Debt	107,429.16	124,479.84	-17,050.68	-13.7%
<b>Total Debt interest expense net</b>	<b>107,429.16</b>	<b>124,479.84</b>	<b>-17,050.68</b>	<b>-13.7%</b>
<b>Depreciation expense</b>	<b>458,660.00</b>	<b>449,800.00</b>	<b>8,860.00</b>	<b>1.97%</b>
<b>Total Other Expense</b>	<b>566,089.16</b>	<b>574,279.84</b>	<b>-8,190.68</b>	<b>-1.43%</b>
<b>Net Other Income</b>	<b>515,404.43</b>	<b>-198,655.92</b>	<b>714,060.35</b>	<b>359.45%</b>
<b>Net Income</b>	<b>569,761.01</b>	<b>-191,645.38</b>	<b>761,406.39</b>	<b>397.3%</b>



**Salina Airport Authority**  
**Capital Additions Budget vs. Actual**  
As of February 28, 2019

9:50 PM  
03/13/2019  
Accrual Basis

	Feb 19	Jan-Feb 19	Annual Budget	+/- Annual Budget	% of Annual Budget
<b>ASSETS</b>					
<b>Fixed Assets</b>					
Fixed assets at cost					
Airfield					
AIP-39 ARFF Vehicle Acquisition		780,870	703,521	77,349	111%
AIP-40 Terminal Master Plan	7 2,600	2,600	200,000	-197,400	1%
Total Airfield	2,600	783,470	903,521	-120,051	87%
Buildings & Improvements					
Building improvements	8 23,625	26,132	20,000	6,132	131%
Total Buildings & Improvements	23,625	26,132	20,000	6,132	131%
Equipment					
Communications equipment		0	5,000	-5,000	0%
Computer equipment		1,703	2,500	-797	68%
Shop equipment	6,900	6,900	0	6,900	100%
Total Equipment	6,900	8,603	7,500	1,103	115%
Land					
Airport Indust. Cent. Imps.		0	10,000	-10,000	0%
Environmental					
Environmental - SAFB		4,509	30,000	-25,491	15%
Total Environmental	0	4,509	30,000	-25,491	15%
Rail Spur Imps.		0	10,000	-10,000	0%
Total Land	0	4,509	50,000	-45,491	9%
Total Fixed assets at cost	33,125	822,714	981,021	-158,307	84%
Total Fixed Assets	33,125	822,714	981,021	-158,307	84%

# Salina Airport Authority

## Significant Capital Expenditures Detail

### February 2019

Type	Date	Name	Memo	Amount	Balance
<b>Fixed assets at cost</b>					
<b>Airfield</b>					
<b>AIP-40 Terminal Master Plan</b>					
Bill	02/26/2019	Kaplan & Mello Planning LLC	Terminal Master Plan IFE	2,600.00	2,600.00
Total AIP-40 Terminal Master Plan				2,600.00	2,600.00
Total Airfield				2,600.00	2,600.00
<b>Buildings &amp; Improvements</b>					
<b>Building Improvements</b>					
<b>Bldg. #122 Imps.</b>					
Bill	02/06/2019	Ryan Roofing, Inc.	Install 1/2" underlayment with 50 mill duro-last roofing syste...	23,625.00	23,625.00
Total Bldg. #122 Imps.				23,625.00	23,625.00
Total Building improvements				23,625.00	23,625.00
Total Buildings & Improvements				23,625.00	23,625.00
<b>Equipment</b>					
<b>Shop equipment</b>					
Bill	02/11/2019	Dennis L. Zimmerman Mach...	Parker Gravity Wagon with Auger (grain buggy - urea storag...	2,350.00	2,350.00
Bill	02/20/2019	Weis Fire & Safety Equip. C...	Remove TFT Monitor from ARFF 4 and replace on ARFF 2 ...	4,550.33	6,900.33
Total Shop equipment				6,900.33	6,900.33
Total Equipment				6,900.33	6,900.33
Total Fixed assets at cost				33,125.33	33,125.33
<b>TOTAL</b>				<b>33,125.33</b>	<b>33,125.33</b>

SALINA AIRPORT AUTHORITY  
RESOLUTION 19-01

**A RESOLUTION DESIGNATING THE DEPOSITORIES FOR FUNDS  
OF THE SALINA AIRPORT AUTHORITY AND DESIGNATING THE INDIVIDUALS  
AUTHORIZED TO SIGN CHECKS ON SAID ACCOUNTS AND  
DIRECTING HOW SAID CHECKS ARE TO BE SIGNED:**

BE IT RESOLVED, that Sunflower Bank, N.A., UMB National Bank of America, First Bank Kansas, Bank of America, N.A., and Bennington State Bank, all of Salina, Kansas be and are hereby designated depositories of the Salina Airport Authority and that funds so deposited may be withdrawn upon a check, draft, note or other order of the Authority.

BE IT FURTHER RESOLVED, that all checks, drafts, notes or orders drawn against said accounts be signed by either the Chairman, Vice-Chairman, Secretary, Treasurer, or Past Chairman, and either the Executive Director, Director of Administration and Finance, or Director of Facilities and Construction.

Kent D. Buer  
Alan Eichelberger  
Kristin Gunn  
Troy L. Vancil  
Brian Weisel  
Timothy F. Rogers, A.A.E.  
Michelle R. Swanson, C.M.  
Kenneth R. Bieker

Chairman  
Vice-Chairman  
Secretary  
Treasurer  
Past Chairman  
Executive Director  
Director of Administration and Finance  
Director of Facilities and Construction

BE IT FURTHER RESOLVED, that all of the above banks are authorized and directed to honor and charge to the account of the Authority all checks drawn against the account of the Authority which bear the actual signature of at least one of the above named persons and may bear the facsimile signatures of two of the other named persons, after specimens of such facsimile signatures have been filed with the above designated banks, unless such banks have been notified of the limitation or qualification upon the use of such specimen facsimile signatures by anyone of the aforesaid officers of the Authority.

BE IT FURTHER RESOLVED, that said banks are hereby authorized and directed to honor and pay all checks, drafts, notes or orders so drawn, whether such checks, drafts, notes or orders be payable to the order of any such person signing and/or countersigning said checks, drafts, notes or orders, or any of such persons in their individual capacities or not, and whether such checks, drafts, notes or orders are deposited to the individual credit of any of the other officers or not. This resolution shall continue in force and said banks may consider the facts concerning the holders of said office, respectively, and their signatures to be and continue as set forth in the certificate of the Secretary or Treasurer, accompanying a copy of this resolution when delivered to said banks or in any similar subsequent certificate, until written notice to the contrary is duly served on said banks.

Adopted by the Board of Directors of the Salina Airport Authority on this 20<sup>th</sup> day of March, 2019.

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Kent D. Buer, Chairman



CERTIFICATION OF SECRETARY

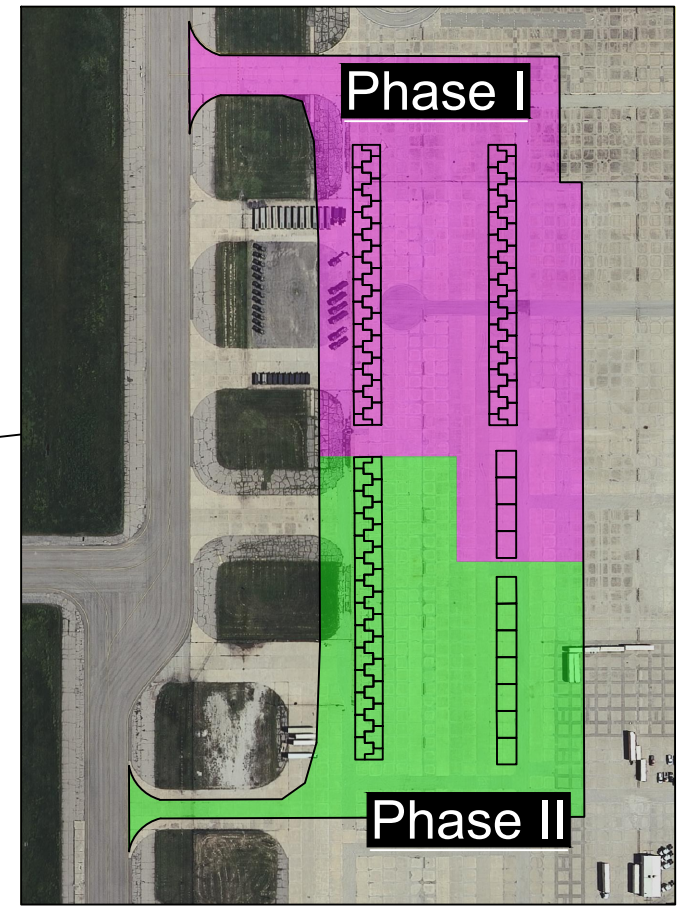
I, Kristin Gunn, the duly appointed, qualified, Salina Airport Authority Secretary, Salina, Kansas, do hereby certify that the foregoing Resolution was duly adopted at a meeting of the Salina Airport Authority, Salina, Kansas held on the 20<sup>th</sup> day of March, 2019, and that said Resolution has been compared by me with the original thereof on file and of record in the office of the Airport Authority, and is a true copy of the whole of said original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Salina Airport Authority, Salina, Kansas, this 20<sup>th</sup> of March, 2019.

\_\_\_\_\_  
Kristin Gunn, Secretary



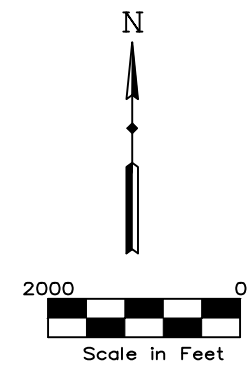




North Ramp  
Hangar Project



Airport Terminal Building



Drawing Number 2579-03-19



3237 ARNOLD, SALINA, KS 67401  
(785-827-3914 FAX: 785-827-2221)  
**None** : REVISIONS  
**KRB** : DESIGNED BY  
**KRB** : DRAWN BY  
**1" = 2000'** : SCALE  
**3/20/19, 12:51** : DATE

SALINA AIRPORT AUTHORITY  
March 2019 Board Meeting Location Map

1  
OF  
1