

DATE: May 15, 2020
TO: SAA Board of Directors
FROM: Tim Rogers and Shelli Swanson
SUBJECT: **May 20, 2020 Regular Board Meeting**

Transmitted with this memo are items for your review prior to Wednesday's meeting.

Due to the declared COVID-19 national and state emergency the meeting will be held via a GoToMeeting video and audio link. Public access to the Salina Airport Authority's administrative offices is restricted during the COVID-19 national emergency. Restricted public access to the SAA's administrative offices is the reason that the meeting will be held solely by means of interactive communications. All board meeting documents (agenda, agenda memo, financial statements, etc.) and written information to be discussed at the meeting can be viewed at the following board meeting packet link:

<https://www.salinaairport.com/public-information/board-meeting-documents.aspx>

To aid in transparency, the Airport Authority will take the following steps:

1. The meeting's video and audio will be recorded and be posted on the Airport Authority's website, <https://www.salinaairport.com/public-information/board-meeting-recordings.aspx>
2. Post the Airport Authority's meeting notice, agenda, agenda packet and other meeting documents on the Airport Authority's website, <https://www.salinaairport.com/public-information.aspx>
3. Post the May 20, 2020 meeting minutes to the Airport Authority's website, <https://www.salinaairport.com/public-information/board-meeting-minutes.aspx> as soon as possible after the meeting.

Members of the public may login to the meeting to listen, observe and/or participate in the board meeting. The login can be accomplished by telephone, smartphone, tablet or computer. Meeting login instructions are:

Join meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/995321493>

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Access Code: 995-321-493

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Wednesday's meeting will focus on the following 2020 Airport Authority priorities.

- Market and lease available airport and airport industrial center buildings and space.
- Timely completion of the SAA's 2019 Comprehensive Annual Financial Report
- Preparation of the Airport Authority's 2021 Operating Plan and Budget
- Construct new aircraft storage hangars

Please note the following agenda comments.

Agenda Item #6 – Review of Airport Activity and Financial Reports for the Month Ending April 30, 2020 (Rogers and Swanson)

Airport Activity – Air Traffic (Rogers)

The Salina air traffic control tower (ATCT) recorded 1,398 operations during April 2020 which was a 83% decrease as compared to the April 2019 total of 8,225. For the year-to-date, a total of 13,842 operations have occurred at the Salina Airport which is 40% less than the April 2019 YTD total of 23,027. The suspension of K-State Aviation professional pilot training flights, FOL/aviation event cancellations and the Runway 17/35 closure are reflected in the April 2020 air traffic count.

Airport Activity – Fuel Flowage (Rogers)

The April 2020 fuel flowage came in at 56,765 gallons which was 52% less than the April 2019 total of 119,745 gallons. For the year-to-date, a total of 641,296 gallons has been delivered on the Airport which is 5% more than the 2019 YTD total of 610,491 gallons. FOL/aviation event cancellations and the Runway 17/35 closure are reflected in the April 2020 air traffic count.

Airport Activity – Passenger Count (Rogers)

During April 2020 SkyWest enplaned 52 passengers, which was a 97% decrease as compared to the April 2019 total of 1,548 passengers. The April YTD total passenger count was 97 which was a 97% decrease as compared to the April 2019 YTD total of 3,287. The May 1 schedule change reduced service to one daily flight to/from Denver. The Salina to/from Denver flight stops in Hays. SkyWest will return Salina to a schedule providing for daily nonstop flights to Denver and Chicago as soon as demand for air travel returns.

Financial Reports – Comments and Notes (Swanson)

As we ended April total operating revenue came in only slightly under budget (2% or \$14,085) despite the falloff in airport operations due to COVID-19. Building leasing and other income are nearly making up for the decrease in fuel flowage and hangar rent. As we continue our cash preservation measures, both administrative and maintenance expenses arrived under budget by a combined total of 7% or \$56,487. Year-to-date total operating income before depreciation reached \$65,764 at the end of April.

Short-term Leasing Activity (Swanson)

On April 30, the SAA entered into a six-month lease agreement with Vestas American Wind Technology, (a California corporation with principal offices located in Portland, Oregon) for portions of Bldg. 724 for the temporary storage of wind turbine parts for the Smoky Hill wind farm. This lease will generate \$1,450 monthly or \$8,700 for the 5,000 sq. ft. of space over the lease term.

On May 6, the SAA executed a 23-day contract with Nellis, AFB for the leasing of portions of Hangar 600, ramp space and equipment. This contract rental is \$31,700 and will mark the 6th return of the 34 Weapons Squadron (34WPS) to Salina since the Fall of 2017. As the Board may recollect, the 34WPS was scheduled to train at Salina in March, however, due to the pandemic, they rescheduled for May.

Financial Reports – Accounts Receivable Past Due 31 days or more as of May 15, 2020 (Swanson)

Account	Amount	Days	Comments
Brown, Shane	\$241	31-60	Storage Igloo rent
Centurion Aviation	\$40	31-60	Finance Charges
Exide	\$19,720	31-60	Building Rent (B655 & B626)
Kenny’s Body Shop	\$268	31-90	Storage Igloo rent

Agenda Item #7 – Presentation of the Salina Airport Authority’s Draft, 2019 Comprehensive Annual Financial Report (Swanson)

The draft of the Airport Authority’s 2019 Comprehensive Annual Financial Report (CAFR) will be presented to the SAA board of directors by Shelli Swanson and Danielle Hollingshead, CPA with the CPA firm of Adams, Brown, Beran & Ball at the meeting. Shelli and Danielle will review the results of the 2019 audit and CAFR preparation and be available for questions from the board members.

Agenda Item #8 – Consideration of SAA Resolution No. 20-02 declaring the intent of the Salina Airport Authority to levy a tax not exceed one (1) mill to provide matching funds to qualify for federal or state grants relating to the development, improvement, operation or maintenance of the Salina Regional Airport (Rogers and Swanson)

Enclosed is a copy of SAA Resolution No. 20-02 that declares the Airport Authority’s intent to levy a tax not to exceed one (1) mill to qualify for and match a Federal Aviation Administration Airport Improvement Program Grant. The resolution provides that the Airport Authority will publish notice of the intent to levy a tax not to exceed one (1) mill. Upon approval of SAA Resolution No. 20-02, a public notice will be published in the Salina Journal. The Airport Authority’s use of a mill levy to qualify for federal grants is subject to petition.

Mill levy funds generated by the one (1) mill will be used to match an estimated \$4 Million Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant for the rehabilitation of Runway 17/35.

Approval of Resolution No. 20-02 does not commit the Airport Authority board of directors to a one (1) mill levy. A final decision would be made at the board’s August 19, 2020 meeting.

Recommendation: Approval of SAA Resolution No. 20-02

Agenda Item #9 – Review of potential building and renovation projects for buildings B1021 and B824 (Rogers and Swanson)

SAA staff is working on one building expansion project and one building renovation project. The building project is for existing tenant Kansas Erosion, LLC and the company’s B1021 leasehold. The building renovation project involves a prospective new Airport Industrial Center tenant interested in building B824. At the meeting we will be able to provide details concerning estimated project costs, project financing and lease terms.

Agenda Item #10 – Consideration of options for new aircraft storage hangar construction (Rogers)

Enclosed is a location map that shows alternative locations for the construction of new aircraft storage hangars that would be leased to based aircraft owners. At the meeting Shelli and I will provide the board a summary of estimated cost to construct, recommended project financing and recommended lease terms.

Please contact me if you have any questions or comments.

SALINA AIRPORT AUTHORITY REGULAR BOARD MEETING
Online Via: GoToMeeting Video and Audio Link

May 20, 2020 – 8:00 AM

AGENDA

Action Items

1. Call to order. (Eichelberger)
 - a. Roll call and determine that a quorum is present. (Windhorst)
 - b. Confirm that the meeting notice has been published. (Windhorst)

2. Meeting procedures. (Rogers)
 - a. Mute all participant microphones, phones or other electronic devices.
 - b. SAA board members, staff and presenters are required to state the individual's name each time the individual begins to speak or vote.
 - c. The **Visitor's Forum** that follows the **Directors' Forum** is the time for public comment.
 - d. Each board motion will be clearly stated before a board vote.
 - e. All motions will identify the SAA board officer(s) and/or staff member authorized to sign a legally binding document for the Airport Authority.
 - f. A roll call vote will be used for all motions.
 - g. The results of the vote on a board motion will be announced.
 - h. The meeting will be recorded (video and audio) and posted to the Airport Authority's web site, www.salinaairport.com

3. Recognition of guests. (Rogers)

4. Additions to the agenda and agenda review. (Rogers)

5. Approval of the minutes of the May 6, 2020 special board meeting. (Eichelberger)

6. Review of airport activity and financial reports for the month ending April 30, 2020. (Rogers and Swanson)

7. Presentation of the Salina Airport Authority's draft, 2019 Comprehensive Annual Financial Report. (Swanson)

8. Consideration of SAA Resolution No. 20-02 declaring the intent of the Salina Airport Authority to levy a tax not exceed one (1) mill to provide matching funds to qualify for federal or state grants relating to the development, improvement, operation or maintenance of the Salina Regional Airport. (Rogers and Swanson)

9. Review of potential building and renovation projects for buildings B1021 and B824. (Rogers and Swanson)

10. Consideration of options for new aircraft storage hangar construction. (Rogers)



Directors' Forum (Eichelberger)

Visitor's Forum (Eichelberger)

Staff Reports (Rogers)

Announcements (Windhorst)

Adjournment (Eichelberger)



**MINUTES OF THE SPECIAL MEETING OF THE BOARD
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY
MAY 6, 2020
VIA GOTO MEETING VIDEO AND AUDIO LINK**

Call to Order

The meeting was called to order at 8:00 AM by Chairman Alan Eichelberger. Business and Communications Manager Kasey Windhorst completed roll call and confirmed that a quorum was present. Windhorst noted the board meeting notice and media news release was published and distributed on Monday, May 4th. The board meeting slide deck was published on Tuesday, May 5th.

Meeting Procedures

Executive Director Rogers reviewed the following meeting procedures (K.A.R. 16-20-1 concerning open meetings during an emergency declaration).

- a. Mute all participant microphones, phones or other electronic devices.
- b. SAA board members, staff and presenters are required to state the individual's name each time the individual begins to speak or vote.
- c. The **Visitor's Forum** that follows the **Directors' Forum** is the time for public comment.
- d. Each board motion will be clearly stated before a board vote and the results of the vote will be announced.
- e. All motions will identify the SAA board officer and/or staff member authorized to sign a legally binding document for the Airport Authority.
- f. The meeting will be recorded (video and audio) and posted to the Airport Authority's web site.

Attendance

Roll call attendance was taken. Chairman Eichelberger was present. Directors Buer, Gunn, Vancil and Weisel attended via video conference. Also present were Executive Director Tim Rogers; Director of Administration and Finance Shelli Swanson; Business and Communications Manager Kasey Windhorst and Attorney Greg Bengtson. Mitch Robinson, Salina Community Economic Development Organization; Melissa Hodges, Salina City Commissioner; Jay Hatchett, SLN ATCT and Michael Bunn, T-hangar tenant were guests via video conference.

Additions to the Agenda

Chairman Eichelberger asked if there were any additions. Executive Director Rogers stated there were no additions.

Minutes

Chairman Eichelberger asked if the board members had additions or corrections to the minutes of the April 15, 2020 regular board meeting. Director Gunn moved, seconded by Director Vancil to approve the minutes of the April 15, 2020 regular board meeting.

Roll call vote: Director Buer – Aye, Chairman Eichelberger – Aye, Director Gunn – Aye, Director Vancil - Aye and Director Weisel - Aye. Motion passed unanimously.

CARES Act Grant

Executive Director Rogers reported on the CARES Act Grant Offer and Agreement received from the Federal Aviation Administration. The amount of CARES Act funding offered to the Salina Airport Authority was determined by legislative formula. CARES Act grants are 100% federal funds with no local match required. Funds must be used for airport operating expenses and the SAA can request reimbursement for expenses dating back to January 20, 2020. Director Gunn moved to approve a \$1,836,078 CARES Act Grant offer and agreement and authorized Chairman Eichelberger and Attorney Greg Bengtson to sign the agreement on behalf of the Salina Airport Authority. Seconded by Director Weisel.

Roll call vote: Director Buer – Aye, Chairman Eichelberger – Aye, Director Gunn – Aye, Director Vancil - Aye and Director Weisel - Aye. Motion passed unanimously.

MAHASKA Snack Salina Food and Beverage Agreement

Director of Finance and Administration Swanson commented on the proposed agreement with MAHASKA Snack Salina for the M.J. Kennedy Air Terminal food and beverage concession. Earlier this year, SAA staff submitted an RFP to interested vendors and MAHASKA was selected as the preferred vendor. The MAHASKA proposal offered the higher commissions and expands service into the gate area of the terminal building. Swanson reviewed the following concession agreement terms:

- **Lease term** – Three (3) years effective June 1, 2020
- **Space rental** - \$200 annually, lobby and gate area
- **Commissions schedule (based on gross sales)** –
 - Soft drinks priced up to \$1.49 20% commission
 - Soft drinks priced between \$1.50- \$1.74 25% commission
 - Soft drinks priced greater than \$1.74 30% commission
 - Energy drinks 15% commission
 - Water 15% commission
 - Candy bars/Candy 15% commission
 - Chips 15% commission
 - Pastries 15% commission
 - Cold/Frozen Food 0% commission
 - Tea/Juice/Milk 15% commission
 - Misc. – all other 15% commission

Director Weisel moved, seconded by Director Vancil to approve the proposed MAHASKA Snack Salina Food and Beverage Concession Agreement and authorized Chairman Eichelberger and Secretary Vancil to sign the agreement on behalf of the Salina Airport Authority.

Roll call vote: Director Buer – Aye, Chairman Eichelberger – Aye, Director Gunn – Aye, Director Vancil - Aye and Director Weisel - Aye. Motion passed unanimously.

Kansas Erosion, LLC B1021 Expansion

Executive Director Rogers reviewed the preliminary plans for a 30,000 SF addition to building B1021 to accommodate business growth at Kansas Erosion. The expansion project will increase production and jobs. Kansas Erosion has been a tenant of the Salina Airport Authority since 2015 and is currently leasing over 100,000 SF of manufacturing and warehousing space at the Airport Industrial Center. Director of Finance and Administration Swanson reviewed project financing options. SAA staff will present more project details at a future board meeting.

A motion was made to adjourn the meeting.

Roll call vote: Director Buer – Aye, Chairman Eichelberger – Aye, Director Gunn – Aye, Director Vancil - Aye and Director Weisel - Aye. Motion passed unanimously.

The meeting adjourned at 8:24 A.M.

Minutes approved at the May 20, 2020 Board Meeting.

Secretary

(SEAL)

**SALINA AIRPORT AUTHORITY
AIRPORT ACTIVITY REPORT
2020**

AIR TRAFFIC/ATCT

April , 2020	1,398 Operations 321 Instrument Operations 130 Peak Day
April , 2019	8,225 Operations 1,060 Instrument Operations 559 Peak Day
January 2020 - April 2020	13,842 Operations
January 2019 - April 2019	23,027 Operations
January 2018 - April 2018	19,841 Operations

FUEL FLOWAGE

April , 2020	56,765 Gallons
April , 2019	119,745 Gallons
January 2020 - April 2020	641,296 Gallons
January 2019 - April 2019	610,491 Gallons
January 2018 - April 2018	588,386 Gallons

KSU-S	Avflight Salina	Avflight	
		Military/Gov't Portion	Self-fuel Station Portion
0	56,765	3,812	139
13,229	106,516	11,585	323
18,460	622,836	83,936	511
31,654	578,837	158,523	1,690
25,897	562,489	241,852	2,142

SkyWest Airlines

ENPLANEMENTS

April , 2020	52 Passengers
April , 2019	1,548 Passengers
January 2020 - April 2020	4,270 Passengers
January 2019 - April 2019	5,317 Passengers
January 2018 - April 2018	1,881 Passengers

DEPLANEMENTS

45 Passengers
1739 Passengers

TOTAL

97
3,287

ENPLANEMENTS - Charter Flights

April , 2020	0 Passengers
April , 2019	0 Passengers
January 2020 - April 2020	3,949 Passengers
January 2019 - April 2019	584 Passengers
January 2018 - April 2018	401 Passengers

TOTAL ENPLANEMENTS - Scheduled Flights & Charter Flights

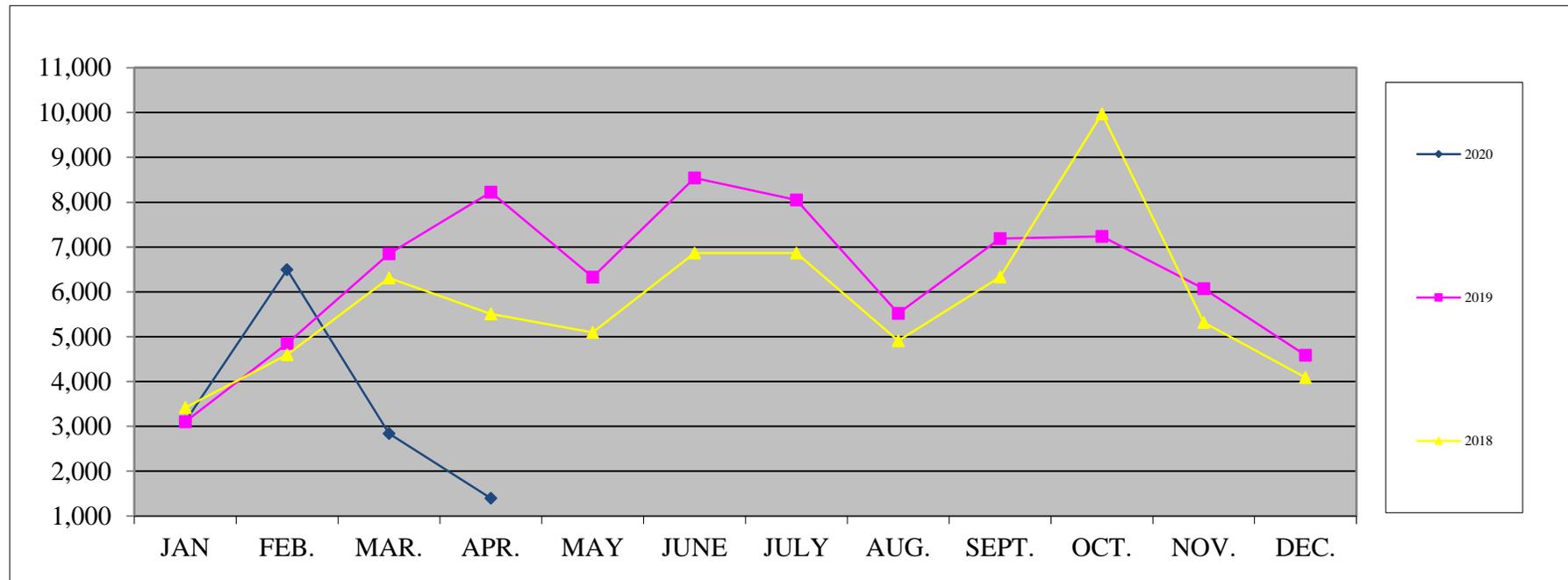
April , 2020	52 Passengers
April , 2019	1,548 Passengers
January 2020 - April 2020	8,219 Passengers
January 2019 - April 2019	5,901 Passengers
January 2018 - April 2018	2,282 Passengers

AIRPORT TRAFFIC RECORD
2019 - 2020

	ITINERANT					LOCAL			Total Operations
	AC	AT	GA	MI	Total Itinerant	Civil	Military	Total Local	
2020									
January, 20	134	675	488	252	1,549	1,192	368	1,560	3,109
February, 20	125	2,095	594	222	3,036	3,196	262	3,458	6,494
March, 20	121	642	531	183	1,477	1,140	224	1,364	2,841
April, 20	131	52	410	139	732	378	288	666	1,398
May, 20									
June, 20									
July, 20									
August, 20									
September, 20									
October, 20									
November, 20									
December, 20									
Totals January - April	511	3,464	2,023	796	6,794	5,906	1,142	7,048	13,842
2019									
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	115	1,765	790	147	2,817	3,811	220	4,031	6,848
April, 19	104	2,112	966	232	3,414	4,608	203	4,811	8,225
May, 19									
June, 19									
July, 19									
August, 19									
September, 19									
October, 19									
November, 19									
December, 19									
Totals January - April	384	6,249	2,911	848	10,392	11,643	992	12,635	23,027
Difference	127	-2,785	-888	-52	-3,598	-5,737	150	-5,587	-9,185
YTD % Change	33%	-45%	-31%	-6%	-35%	-49%	15%	-44%	-40%
Legend:	AC: Air Carrier			AT: Air Taxi					
	GA: General Aviation			MI: Military					

AIR TRAFFIC

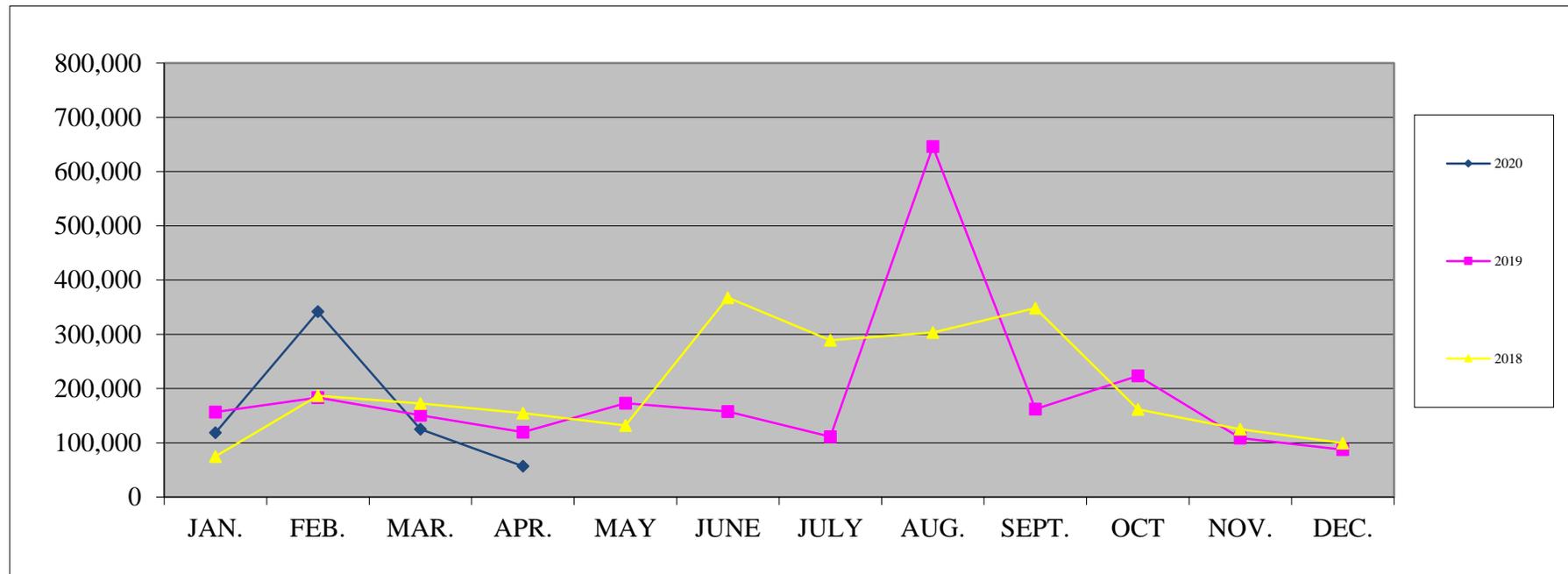
	<u>JAN</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>TOTAL</u>
2020	3,109	6,494	2,841	1,398									13,842
2019	3,102	4,852	6,848	8,225	6,328	8,541	8,051	5,520	7,187	7,240	6,072	4,587	76,553
2018	3,418	4,601	6,312	5,510	5,094	6,865	6,865	4,910	6,336	9,974	5,317	4,091	69,293
2017	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
2016	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
2015	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
2014	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
2013	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
2012	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
2011	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
2010	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



FUEL FLOWAGE

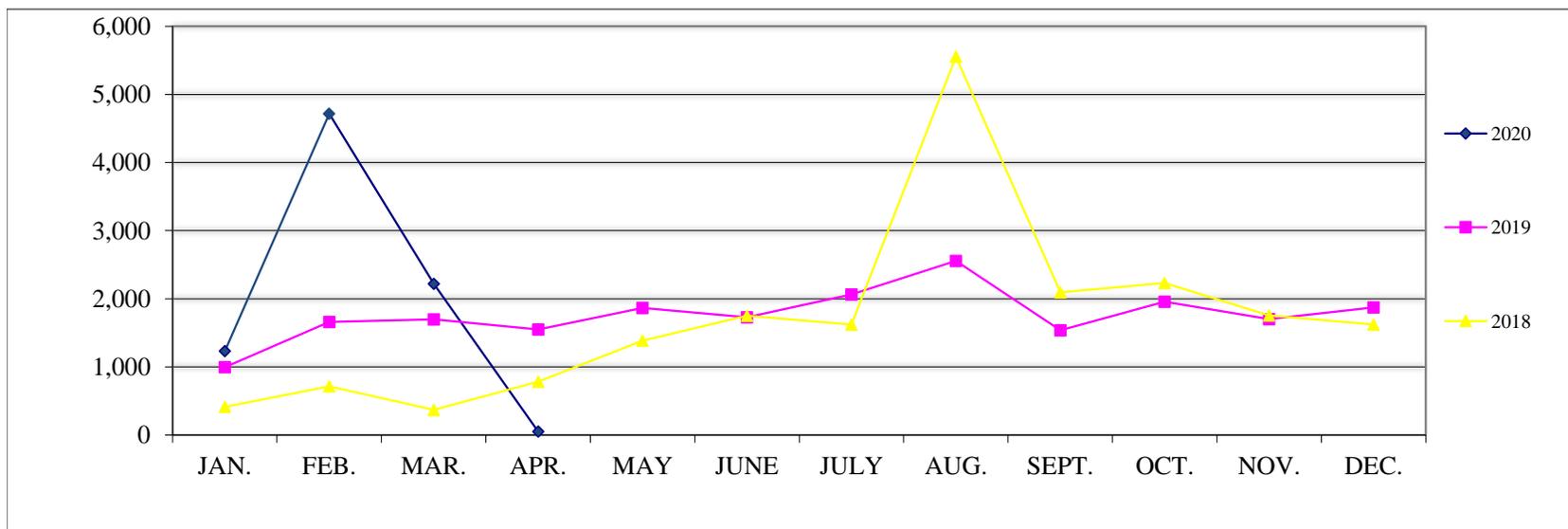
Gallons of Fuel Sold at SLN

	<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>
2020	118,337	341,329	124,865	56,765									641,296
2019	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
2018	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
2017	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
2016	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
2015	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
2014	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
2013	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
2012	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
2011	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
2010	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



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>
2020	1,232	4,716	2,219	52										8,219
2019	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
2018	414	715	370	783	1,387	1,751	1,623	5,553	2,095	2,230	1,756	1,622	-4,322	15,977
2017	720	1,344	731	756	761	852	793	746	3,874	946	1,229	1,207	-109	13,850
2016	36	0	0	0	0	104	372	910	637	558	574	692	84	3,967
2015	528	107	4,550	531	122	88	77	79	61	3,574	592	80	-310	10,079
2014	145	109	140	135	175	403	282	223	178	431	157	178	-158	2,398
2013	166	191	205	214	243	218	202	205	161	178	212	243	391	2,829
2012	237	249	247	216	287	213	174	198	151	187	229	335	803	3,526
2011	146	156	205	181	254	258	261	234	225	287	264	234	152	2,857
2010	81	97	139	116	668	166	162	154	178	436	234	510	203	3,144



****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 April 30, 2020

05/15/2020

	Apr 30, 20	Mar 31, 20	\$ Change	Apr 30, 19	\$ Change	% Change
ASSETS						
Current Assets						
Checking/Savings						
Cash in Bank-Bond Funds	210,399	210,399	0	0	210,399	100%
Cash in bank-Operating Funds	159,595	164,055	-4,460	160,614	-1,019	-1%
Cash in Bank - Mill Levy	1,149,572	1,151,040	-1,468	717,425	432,147	60%
Total Checking/Savings	1 1,519,566	1,525,494	-5,928	878,039	641,527	73%
Accounts Receivable						
Accounts Receivable	123,271	167,499	-44,228	86,684	36,587	42%
Total Accounts Receivable	2 123,271	167,499	-44,228	86,684	36,587	42%
Other Current Assets						
Agri Land Receivable	56,000	56,000	0	56,000	0	0%
Mill Levy receivable	1,205,687	1,205,687	0	1,094,434	111,253	10%
Other current assets	174,833	181,933	-7,100	169,600	5,233	3%
Undeposited Funds	0	0	0	945	-945	-100%
Total Other Current Assets	1,436,520	1,443,620	-7,100	1,320,979	115,541	9%
Total Current Assets	3,079,357	3,136,613	-57,256	2,285,702	793,655	35%
Fixed Assets						
Fixed assets at cost	91,793,045	91,723,362	69,683	88,459,108	3,333,937	4%
Less accumulated depreciation	-48,358,780	-48,126,094	-232,686	-45,446,704	-2,912,076	-6%
Total Fixed Assets	43,434,265	43,597,268	-163,003	43,012,404	421,861	1%
Other Assets						
Deferred Outflow of Resources	1,276,204	1,276,204	0	1,381,850	-105,646	-8%
Total Other Assets	1,276,204	1,276,204	0	1,381,850	-105,646	-8%
TOTAL ASSETS	47,789,826	48,010,085	-220,259	46,679,956	1,109,870	2%
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Accounts Payable						
Accounts payable	129,919	128,499	1,420	104,621	25,298	24%
Total Accounts Payable	129,919	128,499	1,420	104,621	25,298	24%
Credit Cards						
Total Credit Cards	-73	-399	326	3,045	-3,118	-102%
Other Current Liabilities						
Accrued debt interest payable	98,475	45,463	53,012	103,827	-5,352	-5%
Debt, current portion	1,427,350	1,427,350	0	1,969,153	-541,803	-28%
Deferred Agri Land Revenue	37,333	42,000	-4,667	37,333	0	0%
Deferred Mill Levy revenue	1,778,339	2,000,631	-222,292	1,598,402	179,937	11%
Other current liabilities	221,389	217,124	4,265	305,952	-84,563	-28%
Total Other Current Liabilities	3,562,886	3,732,568	-169,682	4,014,667	-451,781	-11%
Total Current Liabilities	3,692,732	3,860,668	-167,936	4,122,333	-429,601	-10%
Long Term Liabilities						
Debt - Long Term	22,412,102	22,412,102	0	21,369,845	1,042,257	5%
Deferred Inflows of Resources	41,412	41,412	0	68,366	-26,954	-39%
Less current portion	-1,427,350	-1,427,350	0	-1,969,153	541,803	28%
Net OPEB Liability (KPERs)	13,338	13,338	0	11,126	2,212	20%
Net Pension Liability	632,856	632,856	0	605,630	27,226	4%
Security Deposits Returnable	66,613	66,372	241	47,410	19,203	41%
Total Long Term Liabilities	21,738,971	21,738,730	241	20,133,224	1,605,747	8%
Total Liabilities	25,431,703	25,599,398	-167,695	24,255,557	1,176,146	5%
Equity						
Invested in Capital Assets net	21,022,163	21,160,029	-137,866	22,475,591	-1,453,428	-6%
Net assets, Designated	90,000	90,000	0	90,000	0	0%
Net assets, Unrestricted	640,622	502,756	137,866	-466,459	1,107,081	237%
Net Income	605,338	657,902	-52,564	325,267	280,071	86%
Total Equity	22,358,123	22,410,687	-52,564	22,424,399	-66,276	-0%
TOTAL LIABILITIES & EQUITY	47,789,826	48,010,085	-220,259	46,679,956	1,109,870	2%

Salina Airport Authority
Profit & Loss Budget Performance
 April 2020

11:48 AM
 05/15/2020
 Accrual Basis

	<u>Apr 20</u>	<u>Jan - Apr 20</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense						
Income						
Airfield revenue						
Fuel Flowage Fees	4,626	53,467	67,333	-13,866	79%	202,000
Hangar rent	31,571	152,072	215,000	-62,928	71%	645,000
Landing fees	1,558	22,191	8,500	13,691	261%	25,500
Ramp rent	4,935	23,240	16,750	6,490	139%	50,250
Total Airfield revenue	3 42,690	250,970	307,583	-56,613	82%	922,750
Building and land rent						
Agri land rent	4,667	18,667	18,667	0	100%	56,000
Building rents - Long Term						
Short-term leasing	35,307	116,505	101,400	15,105	115%	304,200
Building rents - Long Term - Other	68,578	271,570	265,267	6,303	102%	795,800
Total Building rents - Long Term	103,885	388,075	366,667	21,408	106%	1,100,000
Land rent						
Basic Land Rent	9,874	38,497	35,564	2,933	108%	106,693
Property tax - tenant share	10,325	41,300	41,300	0	100%	123,900
Total Land rent	20,199	79,797	76,864	2,933	104%	230,593
Tank rent	1,161	4,644	3,990	654	116%	11,970
Total Building and land rent	129,912	491,183	466,188	24,995	105%	1,398,563
Other revenue						
Airport Marketing	6,186	38,384	23,333	15,051	165%	70,000
Commissions	0	3,915	11,700	-7,785	33%	35,100
Other income	759	31,934	21,667	10,267	147%	65,000
Total Other revenue	6,945	74,233	56,700	17,533	131%	170,100
Total Income	179,547	816,386	830,471	-14,085	98%	2,491,413
Gross Income	4 179,547	816,386	830,471	-14,085	98%	2,491,413
Expense						
Administrative expenses						
A/E, consultants, brokers	0	0	7,167	-7,167	0%	21,500
Airport promotion	9,276	62,194	45,000	17,194	138%	135,000
Bad Debt Expense	0	0	3,333	-3,333	0%	10,000
Computer/Network Admin.	2,889	11,338	6,667	4,671	170%	20,000
Dues and subscriptions	1,704	7,236	8,000	-764	90%	24,000
Employee retirement	5,366	22,735	28,167	-5,432	81%	84,500
FICA and medicare tax expense	4,323	18,007	21,729	-3,722	83%	65,188
Industrial development	7,000	14,000	14,333	-333	98%	43,000
Insurance , property	15,498	55,060	59,792	-4,732	92%	179,375
Insurance, medical	12,997	57,603	76,125	-18,522	76%	228,375
Kansas unemployment tax	179	179	333	-154	54%	1,000
Legal and accounting	13,745	18,576	11,667	6,909	159%	35,000
Office salaries	37,415	147,628	169,033	-21,405	87%	507,099
Office Supplies	98	2,085	2,000	85	104%	6,000
Other administrative expense	934	4,429	3,625	804	122%	10,875
Postage	0	89	833	-744	11%	2,500
Property tax expense	13,823	55,293	55,293	0	100%	165,878
Special Events	0	0	333	-333	0%	1,000
Telephone	1,567	6,649	6,167	482	108%	18,500
Training	0	0	1,667	-1,667	0%	5,000
Travel and meetings	0	4,897	4,000	897	122%	12,000
Total Administrative expenses	5 126,814	487,998	525,264	-37,266	93%	1,575,790

Salina Airport Authority
Profit & Loss Budget Performance
 April 2020

11:48 AM
 05/15/2020
 Accrual Basis

	Apr 20	Jan - Apr 20	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Maintenance expenses						
Airfield maintenance	6 8,454	33,996	10,333	23,663	329%	31,000
Airport Security	0	72	1,333	-1,261	5%	4,000
Building maintenance	5,481	19,243	16,667	2,576	115%	50,000
Equipment fuel and repairs	3,810	26,342	30,167	-3,825	87%	90,500
Fire Services	0	2,815	6,167	-3,352	46%	18,500
Grounds maintenance	122	2,747	1,500	1,247	183%	4,500
Maintenance salaries	20,154	92,078	127,011	-34,933	72%	381,032
Other maintenance expenses	672	3,360	5,333	-1,973	63%	16,000
Snow removal expense	0	2,413	6,667	-4,254	36%	20,000
Utilities	17,304	79,558	76,667	2,891	104%	230,000
Total Maintenance expenses	55,997	262,624	281,845	-19,221	93%	845,532
Total Expense	182,811	750,622	807,109	-56,487	93%	2,421,322
Net Ordinary Income	7 -3,264	65,764	23,362	42,402	282%	70,091
Other Income/Expense						
Other Income						
Capital contributed	14,014	790,895	1,149,495	-358,600	69%	3,448,484
Interest income						
Interest income on deposits	90	937	600	337	156%	1,800
Total Interest income	90	937	600	337	156%	1,800
Mill levy income	222,292	890,458	889,169	1,289	100%	2,667,508
Total Other Income	236,396	1,682,290	2,039,264	-356,974	82%	6,117,792
Other Expense						
Debt interest expense net						
Interest Expense on Debt	53,012	212,047	212,047	0	100%	636,142
Total Debt interest expense net	53,012	212,047	212,047	0	100%	636,142
Depreciation expense	232,686	930,746	930,746	0	100%	2,792,237
Total Other Expense	285,698	1,142,793	1,142,793	0	100%	3,428,379
Net Other Income	-49,302	539,497	896,471	-356,974	60%	2,689,413
Net Income	-52,566	605,261	919,833	-314,572	66%	2,759,504

Salina Airport Authority
Profit & Loss Prev Year Comparison
 January through April 2020

11:48 AM
 05/15/2020
 Accrual Basis

	Jan - Apr 20	Jan - Apr 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
Airfield revenue				
Fuel Flowage Fees	53,467.27	48,455.99	5,011.28	10.34%
Hangar rent	152,072.00	227,029.97	-74,957.97	-33.02%
Landing fees	22,190.65	11,865.50	10,325.15	87.02%
Ramp rent	23,240.00	17,076.00	6,164.00	36.1%
Total Airfield revenue	250,969.92	304,427.46	-53,457.54	-17.56%
Building and land rent				
Agri land rent	18,666.68	19,211.68	-545.00	-2.84%
Building rents - Long Term				
Short-term leasing	116,504.90	97,360.00	19,144.90	19.66%
Building rents - Long Term - Other	271,569.59	233,539.80	38,029.79	16.28%
Total Building rents - Long Term	388,074.49	330,899.80	57,174.69	17.28%
Land rent				
Basic Land Rent	38,496.96	35,951.72	2,545.24	7.08%
Property tax - tenant share	41,299.68	41,299.68	0.00	0.0%
Land rent - Other	0.00	0.00	0.00	0.0%
Total Land rent	79,796.64	77,251.40	2,545.24	3.3%
Tank rent	4,644.00	4,512.00	132.00	2.93%
Total Building and land rent	491,181.81	431,874.88	59,306.93	13.73%
Other revenue				
Airport Marketing	38,384.08	12,999.88	25,384.20	195.27%
Commissions	3,915.05	6,775.31	-2,860.26	-42.22%
Other income	31,934.10	14,209.06	17,725.04	124.75%
Total Other revenue	74,233.23	33,984.25	40,248.98	118.43%
Total Income	816,384.96	770,286.59	46,098.37	5.99%
Gross Profit	816,384.96	770,286.59	46,098.37	5.99%
Expense				
Administrative expenses				
A/E, consultants, brokers	0.00	18,174.00	-18,174.00	-100.0%
Airport promotion				
Air Serv. Mktg - City	3,410.54	12,999.88	-9,589.34	-73.77%
Air Serv. Mktg - County	25,573.54	5,902.26	19,671.28	333.28%
Air Serv. Mktg - SAA	29,977.40	32,564.87	-2,587.47	-7.95%
Airport promotion - Other	3,232.13	1,050.00	2,182.13	207.82%
Total Airport promotion	62,193.61	52,517.01	9,676.60	18.43%
Bad Debt Expense	0.00	10,321.37	-10,321.37	-100.0%
Computer/Network Admin.	11,337.83	6,170.72	5,167.11	83.74%
Dues and subscriptions	7,235.65	7,822.31	-586.66	-7.5%
Employee retirement	22,735.07	25,250.47	-2,515.40	-9.96%
FICA and medicare tax expense	18,007.01	19,152.28	-1,145.27	-5.98%
Industrial development	14,000.00	17,321.43	-3,321.43	-19.18%
Insurance , property	55,059.50	54,146.05	913.45	1.69%
Insurance, medical	57,603.41	66,687.96	-9,084.55	-13.62%
Kansas unemployment tax	178.88	188.20	-9.32	-4.95%
Legal and accounting	18,575.80	12,897.60	5,678.20	44.03%
Office salaries	147,627.87	144,437.25	3,190.62	2.21%
Office Supplies	2,085.37	2,775.89	-690.52	-24.88%
Other administrative expense				
Merchant Processing Fees	3,670.58	1,156.66	2,513.92	217.34%
Other administrative expense - Other	758.85	1,710.18	-951.33	-55.63%
Total Other administrative expense	4,429.43	2,866.84	1,562.59	54.51%
Postage	88.62	657.42	-568.80	-86.52%
Property tax expense	55,292.68	54,208.32	1,084.36	2.0%
Special Events	0.00	378.90	-378.90	-100.0%
Telephone	6,648.65	6,271.80	376.85	6.01%
Training	0.00	250.00	-250.00	-100.0%
Travel and meetings	4,897.38	2,140.04	2,757.34	128.85%
Total Administrative expenses	487,996.76	504,635.86	-16,639.10	-3.3%

Salina Airport Authority
Profit & Loss Prev Year Comparison
 January through April 2020

11:48 AM
 05/15/2020
 Accrual Basis

	Jan - Apr 20	Jan - Apr 19	\$ Change	% Change
Maintenance expenses				
Airfield maintenance	33,995.58	13,444.20	20,551.38	152.86%
Airport Security	71.71	1,248.17	-1,176.46	-94.26%
Building maintenance	19,242.68	33,684.45	-14,441.77	-42.87%
Equipment fuel and repairs	26,342.12	33,114.67	-6,772.55	-20.45%
Fire Services	2,814.88	41.80	2,773.08	6,634.16%
Grounds maintenance	2,747.19	5,075.74	-2,328.55	-45.88%
Maintenance salaries	92,077.57	110,567.80	-18,490.23	-16.72%
Other maintenance expenses	3,359.80	4,243.44	-883.64	-20.82%
Snow removal expense	2,413.14	20,443.71	-18,030.57	-88.2%
Utilities	79,557.96	89,718.51	-10,160.55	-11.33%
Total Maintenance expenses	262,622.63	311,582.49	-48,959.86	-15.71%
Uncategorized Expenses	0.00	0.00	0.00	0.0%
Total Expense	750,619.39	816,218.35	-65,598.96	-8.04%
Net Ordinary Income	65,765.57	-45,931.76	111,697.33	243.18%
Other Income/Expense				
Other Income				
Capital contributed	790,895.00	681,823.00	109,072.00	16.0%
Gain on sale of assets	0.00	21,262.93	-21,262.93	-100.0%
Interest income				
Interest income on deposits	937.29	188.35	748.94	397.63%
Total Interest income	937.29	188.35	748.94	397.63%
Mill levy income	890,458.05	800,205.68	90,252.37	11.28%
Total Other Income	1,682,290.34	1,503,479.96	178,810.38	11.89%
Other Expense				
Debt interest expense net				
Bond issue cost	0.00	102.60	-102.60	-100.0%
Interest Expense on Debt	212,047.20	214,858.32	-2,811.12	-1.31%
Total Debt interest expense net	212,047.20	214,960.92	-2,913.72	-1.36%
Depreciation expense	930,745.80	917,320.00	13,425.80	1.46%
Total Other Expense	1,142,793.00	1,132,280.92	10,512.08	0.93%
Net Other Income	539,497.34	371,199.04	168,298.30	45.34%
Net Income	605,262.91	325,267.28	279,995.63	86.08%

Salina Airport Authority
Capital Additions Budget vs. Actual
As of April 30, 2020

11:52 AM
05/15/2020
Accrual Basis

	<u>Apr 20</u>	<u>Jan-Apr 20</u>	<u>Annual Budget</u>	<u>+/- Annual Budget</u>	<u>% of Annual Budget</u>
ASSETS					
Fixed Assets					
Fixed assets at cost					
Airfield					
AIP-40 Terminal Master Plan		29,190	10,000	19,190	292%
AIP-41 Rwy 17/35 Rehab	1,250	2,500	225,000	-222,500	1%
Airfield Improvements	38,725	38,725	20,000	18,725	194%
Rwy 17/35 Improvements	6,414	6,414	250,000	-243,586	3%
Total Airfield	<u>46,389</u>	<u>76,829</u>	<u>505,000</u>	<u>-428,171</u>	<u>15%</u>
Buildings & Improvements					
Building improvements					
Bldg. Imps. Other		24,090	20,000	4,090	120%
Hangar 504 Improvements		19,235	25,000	-5,765	77%
Hangar 959 Rehabilitation		6,880	200,000	-193,120	3%
Total Building improvements	<u>0</u>	<u>50,205</u>	<u>245,000</u>	<u>-194,795</u>	<u>20%</u>
Total Buildings & Improvements	<u>0</u>	<u>50,205</u>	<u>245,000</u>	<u>-194,795</u>	<u>20%</u>
Equipment					
Computer equipment		0	7,500	-7,500	0%
Other Equipment	2,554	4,017	16,000	-11,983	25%
Vehicles		24,850	1	24,849	2,485,000%
Total Equipment	<u>2,554</u>	<u>28,867</u>	<u>23,501</u>	<u>5,366</u>	<u>123%</u>
Land					
Environmental					
Environmental - SAFB	20,741	98,343	75,000	23,343	131%
Total Environmental	<u>20,741</u>	<u>98,343</u>	<u>75,000</u>	<u>23,343</u>	<u>131%</u>
Total Land	<u>20,741</u>	<u>98,343</u>	<u>75,000</u>	<u>23,343</u>	<u>131%</u>
Total Fixed assets at cost	<u>69,684</u>	<u>254,244</u>	<u>848,501</u>	<u>-594,257</u>	<u>30%</u>

Salina Airport Authority

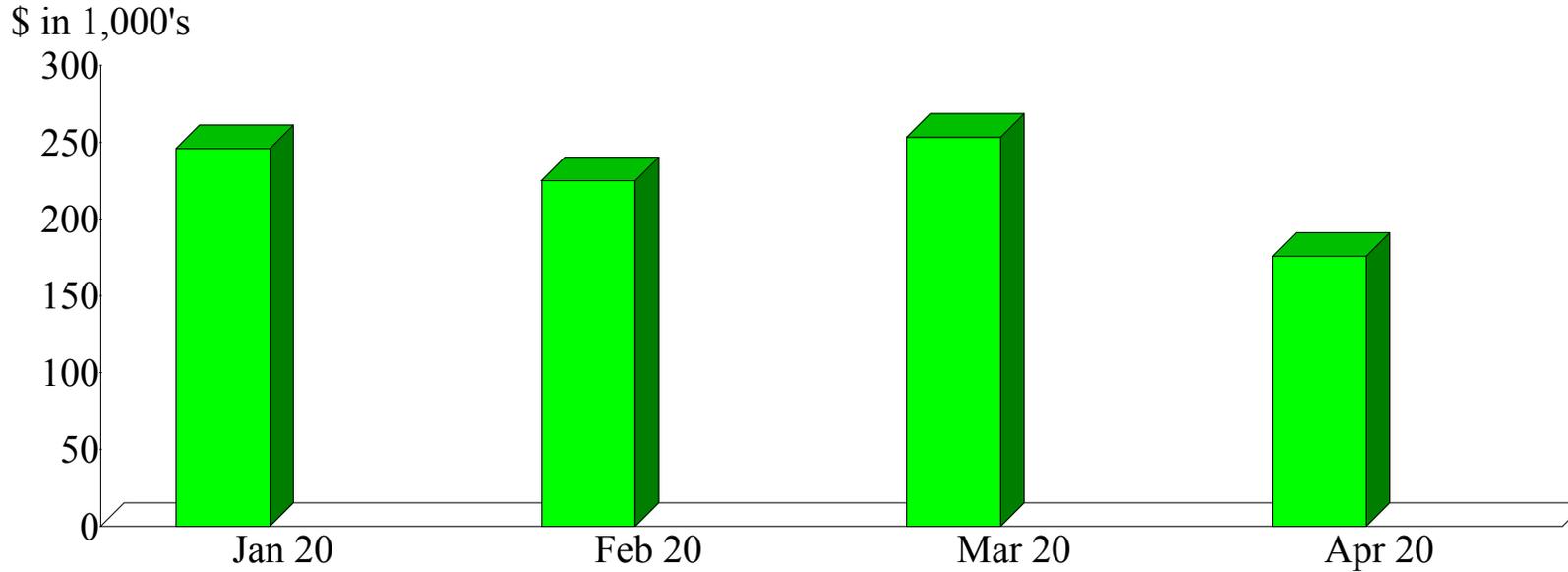
Significant Capital Expenditures Detail

April 2020

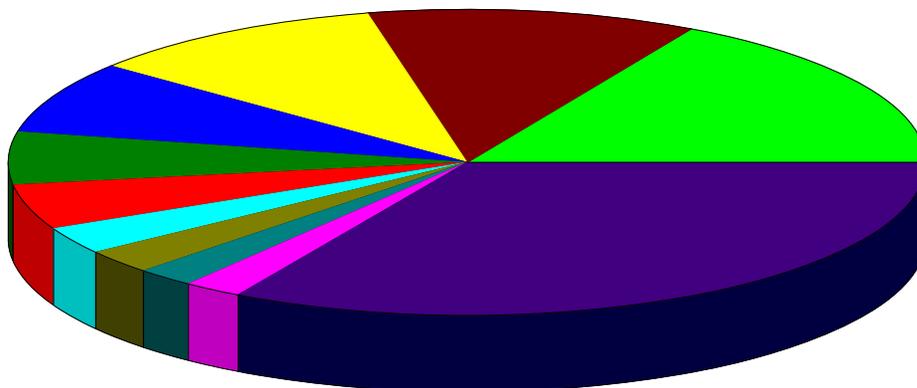
Type	Date	Name	Memo	Amount	Balance
Fixed assets at cost					
Airfield					
AIP-41 Rwy 17/35 Rehab					
Bill	04/30/2020	Coffman Associates, Inc.	Rwy 17/35 Rehab Design and Length Analysis - FINAL INV...	1,250.00	1,250.00
Total AIP-41 Rwy 17/35 Rehab				1,250.00	1,250.00
Airfield Improvements					
Bill	04/27/2020	APAC-Kansas, Inc., Shears ...	Airfield Improvements - Apron repairs	38,724.60	38,724.60
Total Airfield Improvements				38,724.60	38,724.60
Rwy 17/35 Improvements					
Bill	04/27/2020	APAC-Kansas, Inc., Shears ...	Runway 17/35 and Rwy 12/30 repairs	6,414.04	6,414.04
Total Rwy 17/35 Improvements				6,414.04	6,414.04
Total Airfield				46,388.64	46,388.64
Equipment					
Other Equipment					
Bill	04/07/2020	Ka-Comm, Inc.	UHF & VHF radios - 2015 Ford Explorer (Ops vehicle)	2,554.23	2,554.23
Total Other Equipment				2,554.23	2,554.23
Total Equipment				2,554.23	2,554.23
Land					
Environmental					
Environmental - SAFB					
Bill	04/30/2020	Stinson Leonard Street, LLP	Dragun - Preparations for Mediation and Mediation Particip...	7,207.33	7,207.33
Bill	04/30/2020	Stinson Leonard Street, LLP	Professional Services through 04/30/2020	13,533.30	20,740.63
Total Environmental - SAFB				20,740.63	20,740.63
Total Environmental				20,740.63	20,740.63
Total Land				20,740.63	20,740.63
Total Fixed assets at cost				69,683.50	69,683.50
TOTAL				69,683.50	69,683.50

Sales by Month
January through April 2020

■ Dollar Sales



Sales Summary
January through April 2020

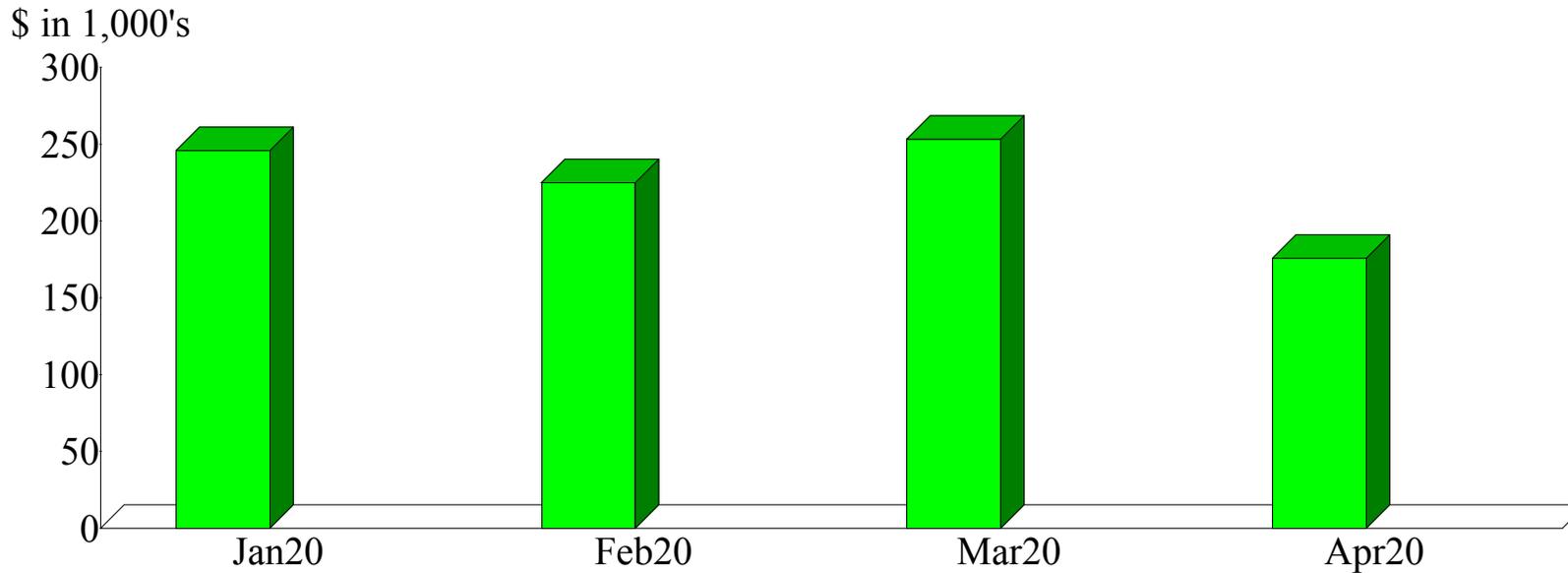


■ Kansas Erosion Products, LLC.	16.94%
■ Avflight Salina	11.69
■ Exide	10.74
■ 1 Vision Aviation, PLLC	7.75
■ Saline County	5.56
■ Universal Forest Products (UFP)	4.89
■ SFC Global Supply Chain	2.93
■ Kansas State Polytechnic - Salina	2.61
■ SkyWest Airlines, Inc.	2.18
■ Atlas Air, Inc.	2.12
■ Other	32.59
Total	\$899,871.14

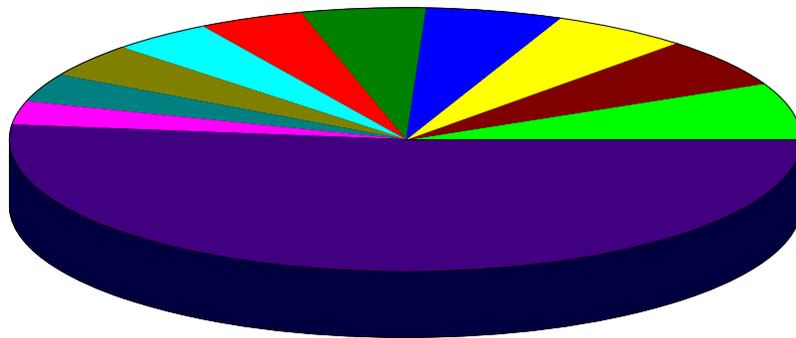
By Customer

Sales by Month January through April 2020

 Dollar Sales



Sales Summary January through April 2020



 Utility Reimbursement (Utility Reimburse	7.07%
 B-01021 (Building #1021 located at 3600	6.13
 FFF-Avflight Salina (Fuel Flowage Fee @	5.64
 Air Service Marketing (Fly Salina - Air	5.56
 B-00655-3 (Bldg. #655 (56,961 SF) - 2656	5.17
 Insurance(CP) (Insurance Reimbursement)	4.37
 H-00959-1 (Hangar Facility H959 - 2044 S	4.17
 B-00620-1 (Building #620 (30,000 SF) an	4.16
 B-00626-1 (Manufacturing facility #626 (3.60
 B-00655-4 (Bldg. #655 (33,992 SF) - 2656	2.90
 Other	51.25
Total	\$899,871.14

By Item

RESOLUTION NUMBER 20-02

A RESOLUTION DECLARING THE INTENT OF THE BOARD OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY TO LEVY A TAX NOT TO EXCEED ONE MILL TO PROVIDE MATCHING FUNDS TO QUALIFY FOR ANY FEDERAL OR STATE GRANT RELATING TO THE DEVELOPMENT, IMPROVEMENT, OPERATION OR MAINTENANCE OF THE PUBLIC AIRPORT NOT OTHERWISE AVAILABLE FROM REVENUES OF THE AIRPORT FACILITY AND DIRECTING THE PUBLICATION OF NOTICE OF THE INTENTION TO MAKE SUCH ADDITIONAL LEVY.

BE IT RESOLVED by the Board of Directors of the Salina Airport Authority (the "Authority"):

1. Pursuant to K.S.A. 27-322(b), if the Authority is required to provide matching funds to qualify for any federal or state grant relating to the development, improvement, operation or maintenance of the public airport, and such funds are not otherwise available from revenues of the airport facility ("Matching Funds"), the Authority may levy a tax not to exceed one mill upon each dollar of the assessed tangible valuation of the property of the city.

2. In anticipation of the requirement to provide Matching Funds, the Board of Directors declares its intent to levy for that purpose a tax not to exceed one mill upon each dollar of the assessed tangible valuation of the property of the city.

3. As required by K.S.A. 27-322(b), the Board of Directors directs Salina Airport Authority staff to cause the following notice of its intent to be published in the *Salina Journal* once each week for two consecutive weeks:

NOTICE (K.S.A. 27-322(b))

The Board of Directors of the Salina Airport Authority intends pursuant to K.S.A. 27-322(b) to levy a tax not to exceed one mill upon each dollar of the assessed tangible valuation of the property of the city for when the Authority is required to provide matching funds to qualify for any federal or state grant relating to the development, improvement, operation or maintenance of the public airport, and such funds are not otherwise available from revenues of the airport facility.

This notice shall be published once each week for two consecutive weeks. If within 30 days next following the last publication of this notice a petition signed by not less than 5% of the qualified electors of the city requesting an election on the question of levying the additional mill authorized by K.S.A. 27-322(b) is filed with the City Clerk, an election on the question shall be noticed, called and held in the manner prescribed under the general bond law. If a majority of the qualified electors of the city voting at such election vote "no" on the question of levying the additional mill, no levy shall be made under this subsection.

Salina Airport Authority
Alan Eichelberger, Board Chair

4. This resolution shall be in full force and effect following its adoption this 20th day of May 2020.

Alan Eichelberger, Board Chairman

ATTEST:

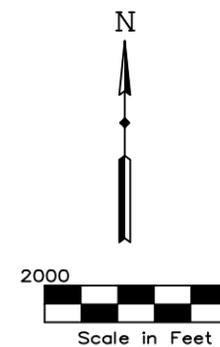
Troy Vancil, Board Secretary



North Ramp
Hangar Project



Jumper Road
Hangar Project



Drawing Number 2777-05-20



3237 ARNOLD, SALINA, KS 67401
 (785-827-3914 FAX: 785-827-2221)
 None : REVISIONS
 KRB : DESIGNED BY
 KRB : DRAWN BY
 1" = 2000' : SCALE
 5/15/20, 09:25 : DATE