

**MINUTES OF THE SPECIAL MEETING OF THE BOARD
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY
DECEMBER 2, 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 was published and distributed on Wednesday, November 25th.

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.
- g. Executive session procedures will be as follows:

- i. Visitors and nonessential attendees will be asked to leave the VTC.
- ii. After visitors and nonessential staff have been dismissed, access to the VTC will be locked.
- iii. At the end of the executive session and when the open meeting resumes, the VTC will be unlocked and visitors will be able to again login to the meeting.

Attendance

Roll call attendance was taken. Chairman Eichelberger, Directors Buer, Gunn, Vancil and Weisel attended via video conference. Executive Director Tim Rogers; Director of Administration and Finance Shelli Swanson; Director of Facilities and Construction Kenny Bieker; Business and Communications Manager Kasey Windhorst and Attorney Greg Bengtson attended via video conference. Alysia Starkey, Kansas State Polytechnic, Lindsey Dreiling, Kansas State Polytechnic and Bob Vidricksen, Salina City Commissioner 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.

K-State Global Aeronautics Initiative and K-State Polytechnic Campus Vision Updates

Executive Director Rogers introduced K-State Polytechnic's Dr. Alysia Starkey, CEO/Dean and Lindsey Dreiling, executive director of aviation strategy. Dean Starkey updated the board on the comprehensive vision and campus priorities. The Global Aeronautics Initiative (GAI) has grown to incorporate programs and opportunities that span both the K-State campus at Salina and

Manhattan. Executive Director of Aviation Strategy discussed strategic engagement and partnerships, Kansas Simulation Center Vision, workforce development, leveraged innovation and commercial opportunities.

SAA Resolution No. 20-08

Director of Administration and Finance Swanson commented on the sublease agreement with Durham School Services, L.P. The Sublease and Addendum are subordinate to the Site Lease and Taxable Lease Purchase Agreement (“Lease”) with BSB Capital Inc., which provided the mechanism for funding the improvements to Bldg. 824 and the bus parking lot. SAA Resolution No. 20-08 authorizes the modifications to the Site Lease and Lease by way of the Global Lease Amendment to modify the respective exhibits to include the additional 14,510.76 sq. ft. of land.

Director Gunn moved, seconded by Director Weisel to approve Resolution No. 20-08 Authorizing the Execution of a Global Lease Amendment and the Execution of Certain Documents in Connection with the Durham School Services, LP Site Lease and authorize Director Gunn and Director Vancil to sign the documents.

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

On-Call Architectural Firm (2021 – 2023)

Director Vancil abstained from discussion and vote. Executive Director Rogers reviewed the selection process of an on-call firm for a three-year period, 2021 through 2023. Three local

architectural firms responded to the SAA's solicitation and were interviewed based upon the completeness of their written submittals, assessment of qualifications and capability to meet the Airport Authority's design requirements. The firms ranked as follows.

1. Hutton
2. Jones Gillam Renz Architects, Inc.
3. Bieberly Architects, PA

SAA staff recommends selecting Hutton as the on-call firm. Director Gunn moved, seconded by Director Weisel to approve selecting Hutton as the on-call architectural firm for calendar years 2021 through 2023.

Roll call vote: Director Buer – Aye, Chairman Eichelberger – Aye, Director Gunn – Aye, and Director Weisel - Aye. Director Vancil – Abstained. Aye – 4, Nay 0. Motion passed.

SCEDO Board Candidates

Executive Director Rogers reviewed the three candidates for consideration for appointment to the Salina Community Economic Development Organization (SCEDO) Board of Directors. SAA board members identified Tom Dill, Jim Maes, and Daran Neuschafer as candidates and voted for their top pick. The overall preference by SAA board members was to select Jim Maes for a three-year term. Director Buer moved to appoint Jim Maes to the Salina Community Economic Development Organization (SCEDO) board of directors. 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.

2021-2022 Airport Authority Operating Plan Priorities

Rogers highlighted on top priorities for 2021 and 2022 to include Runway 17/35 rehabilitation and engineering design work, terminal building remodel and expansion, fuel farm rehabilitation Schilling project cleanup, Fly Salina marketing, aviation business recruitment, industrial center development and staff recruitment, retention, and development.

Executive Session

At 9:27 A.M. Director Vancil moved the following:

I move the Salina Airport Authority board of directors recess into executive session for 20 minutes to discuss the subject of the Executive Director's performance evaluation and other individual employees based upon the need to discuss personnel matters of non-elected personnel pursuant to K.S.A. 75-4319(b)(1). The open meeting will resume in this room at 9:47 AM.

Director Gunn seconded the motion.

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

The motion passed unanimously.

The open meeting resumed at 9:47 AM.

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 9:48 A.M.

Minutes approved at the December 16, 2020 Board Meeting.

Secretary

(SEAL)