

DATE: March 12, 2021
TO: SAA Board of Directors
FROM: Tim Rogers and Shelli Swanson
SUBJECT: **March 17, 2021 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 **first-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 when the board members elect officers for 2021 – 2022.

Wednesday's meeting will address the following 2021 Airport Authority operating plan priorities.

- Meet 2021 budget goal and objectives.
- Completion of the SAA's 2020 financial audit.
- Consideration of COVID19 financial aid grants.

Please note the following agenda comments.

Agenda Item #5 – Review of airport activity and financial reports for the month ending February 28, 2021 (Rogers and Swanson)

Airport Activity – Air Traffic (Rogers)

The Salina air traffic control tower (ATCT) recorded 5,989 operations during February 2021 which was an 8% decrease as compared to the February 2020 total of 6,494. For the year-to-date, a total of 9,985 operations have occurred at the Salina Airport which is 4% more than the February 2020 YTD total of 9,603. K-State professional pilot flight training continues to be a significant contributor to the SLN ATCT traffic count.

Airport Activity – Fuel Flowage (Rogers)

February 2021 fuel flowage came in at 145,726 gallons which is 57% less than the February 2020 total of 341,329 gallons. For the year to date a total of 263,994 gallons have been delivered which is 42% less than the 2020 YTD total of 459,666 gallons. Ft. Riley military cargo aircraft flights resumed this month which will result in an increase in March 2021 fuel flowage.

Airport Activity – Passenger Enplanements (Rogers)

During February 2021 SkyWest enplaned 413 passengers, which was a 63% decrease over the February 2020 total of 1,112 passengers. The February YTD total passenger count was 781 which was a 65% over the January 2020 YTD total of 2,222. Advance bookings numbers indicate that travelers are gradually resuming air travel.

Financial Reports – Comments and Notes (Swanson)

Highlights from the February 2021 financials include:

- Unrestricted cash in bank at \$1,149,602.
- Total YTD income came in \$6,125 over budget projections and is down just slightly over the first two months in 2020 (.38%).
- Total operating expenses came in 1% over budget and are down 1.17% from 2020 or \$4,771 less.
- Net operating income before depreciation equaled \$10,214 at the end of Feb.

Of note is that our natural gas invoices are received 30-45 days after the period of consumption. With that said, since we do not yet have the invoices for the month of February, the financials in your packet do not reflect natural gas consumption and expenditures for the extraordinary cold weather event that occurred mid-February. We anticipate the invoices to be significant and we will be prepared to give the board a full report on our management of the activities and associated costs at the regular April meeting.

At the end of February, the SAA remitted \$307,959 to the State Treasurer’s office for the semi-annual interest payments on the Authority’s outstanding general obligation bonds. This included a distribution of \$28,125 from the 2019-1 GO Temporary Note capitalized interest fund. As a reminder, this fund was established with the Kansas Municipal Investment Pool (KMIP) for purposes of making interest payments on the temporary notes until maturity and permanent financing. Staff is putting together the plan to redeem the notes with long-term GO Bonds on or before their maturity date of Sept. 1, 2021.

Subsequent to the close of February financials, on March 9, the SAA received \$183,667 which marked the final reimbursement under the \$1.84 million 2020 CARES Act grant.

Financial Reports – Accounts Receivable Past Due 31 days or more as of March 12, 2021 (Swanson)

Account	Amount	Days	Comments
Hertz Corporation	\$334	61-90	Property Taxes
Kansas Military Board	\$988	31-60	Bldg. Rent
Kenny’s Body Shop	\$578	31-90	Storage Igloo Rent
Professional Graphics, Inc.	\$107	>90	Finance Charges

Short-term Leasing Activity

From March 1-13, the SAA leased Hangar 509 to the 3-1 Assault Helicopter Battalion at Fort Riley in support of air cargo movement for the post. This 13-day agreement that included hangar, office and equipment generated \$9,925 in rental income. This activity is a result of our support of Fort Riley’s Installation Transportation Office as an airport of embarkation/debarkation for the Big Red One.

In early March, the SAA renewed the lease for Hangar 506-1 with Miller Pipeline. The one-year renewal commences effective April 1 at a rate of \$2,090/month for the 4,900 sq. ft. facility.

On Feb. 24, the SAA entered into a one-year agreement with Penske Truck Leasing for 1.18 acres of ground located at the Airport Road equipment yard. This agreement will generate \$410/month.

Lastly, the SAA welcomed back the 34th Weapons Squadron out of Nellis AFB for a 20-day stay in Hangar 600 while they conduct training at Smoky Hill Weapons range. This short-term agreement’s rental is \$26,230 and includes a portion of Hangar 600 and SAA ground support equipment. 2021 marks the 5th consecutive year the 34th has based out of SLN for this recurring training.

Agenda Item #6 – Salina Airport Authority’s 2020 Audit Report (Swanson)

At the meeting Shelli will provide the board an update on the preparation of the SAA’s 2020 audit report. Auditors completed their field work on Tuesday, March 9. Shelli will review the auditor’s exit briefing and schedule for competing the 2020 audit report.

Agenda Item #7 – Consideration of Federal Aviation Administration Grant Offers and Agreements for Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Financial Assistance (Rogers and Swanson)

We are waiting for two CRRSAA grant agreements to arrive. The first is a grant agreement in the amount of \$1,005,444 to be used by the Airport Authority for costs related to operations, personnel, and equipment. The funding will be 100% federal and does not require local matching funds. At the meeting we will present a budget detailing the use of the grant funds.

The second grant agreement will be in the amount of \$3,432 to be used to provide relief from rent and minimum annual guarantees to on-airport car rental concessions. We will be able to immediately offer LAG Rentals financial assistance for the restart of Hertz rental car service at the M.J. Kennedy Air Terminal. The grant funding is 100% federal and no local match will be required.

Enclosed are copies of the applications for the \$1,005,444 grant and the \$3,432 grant.

Below is a list of airfield equipment to be purchased with CRRSAA grant funds.

GROUP 3				
	Supplier	Budget	Proposals	Difference
Airfield Signage (LED Kits)	Lumacurve	\$ 80,000	\$ 77,753	\$ (2,247)
Airfield Perimeter Gate Openers	Cheney Door	25,000	20,340	(4,660)
Board Room Furniture	One Office Solutions	20,000	15,437	(4,563)
Wheel Loader	Murphey Tractor	200,000	179,198	(20,802)
(5) Wheel Loader Attachments	TBD	100,000	65,000	(35,000)
Wood/Brush Chipper	Fairbank Equipment	65,000	60,630	(4,370)
Term. Bldg. AEDs	Western First Aid	7,500	7,305	(195)
(2) Ford/Dodge SUV (surplus)	KHP Fleet Sales	60,000	57,700	(2,300)
3/4 T pickup (surplus)	KHP Fleet Sales	25,000	-	(25,000)
Bldg. 700 Roof (Avflight)	TBD	22,500	-	(22,500)
Vehicle Lift	Northern Tool & Equipment	6,000	5,810	(190)
Scissor Lift - 32 ft. (39 ft. working height) with trailer	United Rentals & K-Four Trailer	60,000	30,000	(30,000)
Concrete Saw	Ohio Power Tools	6,000	5,000	(1,000)
Equipment accessories / contingency		48,000		
Total		\$ 725,000	\$ 524,173	\$ (200,827)

Recommendation: Approval of Coronavirus Response and Relief Supplemental Appropriations Act grant agreements and authorize chair Eichelberger and board attorney Bengtson to sign the agreements and approval of the proposed budget for the purchase of airfield equipment funded by CRRSAA grant funds.

Agenda Item #8– Election of SAA Board of Directors Officers and Board Assignments for 2021-2022 (Eichelberger)

The recommended slate of officers for 2021 - 2022 is as follows:

Chair	Kristen Gunn
Vice-Chair	Kent Buer
Secretary	Brian Weisel
Treasurer	Tod Roberg
Past Chairman	Al Eichelberger

The recommended committee assignments for 2021 -2022 are as follows:

Salina Area Chamber of Commerce Board of Directors (ex officio member)	Kristen Gunn
Schilling Project Executive Group (SAA board liaison)	Kristin Gunn
Salina Community Economic Developmet Organization (SAA board liaison)	Kent Buer

Recommendation: Approval of the proposed slate of SAA board officers for 2021 and 2022, and approval of the recommended board committee liaison assignments.

Agenda Item #9 – Consideration of SAA Resolution No. 21-02 (Swanson)

Enclosed is a copy of the 2021 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. 21-02

Agenda Item #10 – Review of the SAA Board of Directors Reference Manual (Rogers)

The SAA board members reference manual has been revised and updated. The revisions and updates will be reviewed at Wednesday’s meeting. Below is the link to the updated SAA board member reference.

<https://www.salinaairport.com/media/36548/boardreferencemanual-2021.pdf>

Agenda Item #11 – Chairman’s Recognition – (Gunn)

Chairman Eichelberger’s term as SAA board chairman has been memorable to say the least. The challenges of COVID19 were met and overcome. Amid a pandemic Chairman Eichelberger presided over the announcement of the 400,000 square foot expansion of the Salina Tony’s Pizza plant and the announcement of the \$65,900,000 Schilling Project settlement. Vice-chair Gunn will present Eichelberger a token of appreciation for a “job well done” as the board’s 2020 – 2021 chairman.

Please contact me if you have any questions or comments.

SALINA AIRPORT AUTHORITY ANNUAL BOARD MEETING
Hangar H600, First Floor Conference Room
2720 Arnold Court
Or
Online Via GoToMeeting

March 17, 2021 – 8:00 AM

AGENDA

Action Items

1. Call to order and determine that a quorum is present and confirm that the meeting notice has been published. (Eichelberger)
2. Recognition of guests. (Eichelberger)
3. Additions to the agenda and agenda overview. (Rogers)
4. Approval of the minutes of the February 17, 2021 regular board meeting and March 10, 2021 special board meeting. (Eichelberger)
5. Review of airport activity and financial reports for the month ending February 28, 2021. (Rogers and Swanson)
6. SAA 2020 annual audit update and discussion (Swanson)
7. Consideration of Federal Aviation Administration Grant Offer and Agreements for Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) financial assistance. (Rogers and Swanson)
8. Election of officers and board member committee assignments for 2021-2022. (Eichelberger)
9. Consideration of SAA Resolution 21-02 designating the various bank depositories of the Salina Airport Authority. (Swanson)
10. Review of the SAA Board of Directors Reference Manual (Rogers)

Directors' Forum (Eichelberger)

11. Chairman's recognition (Gunn)

Visitor's Questions and Comments (Eichelberger)

Staff Reports (Rogers)

Announcements (Windhorst)

Adjournment (Eichelberger)



**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY
FEBRUARY 17, 2021
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 Friday, February 12, 2021. The board packet was published and distributed on Tuesday, February 16, 2021.

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 website.
- 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. Roger Sanborn, Central States Enterprises; Greg Nichols, Salina Area Technical College; Renee Duxler, Salina Area Chamber of Commerce; Mitch Robinson, Salina Community Economic Development Organization and Julie Yager-Zucker, Avflight Salina were guests via video conference.

Additions to the Agenda

Chairman Eichelberger asked if there were any additions to the agenda. 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 January 20, 2021 regular board meeting. Director Gunn moved, seconded by Director Vancil, to approve the minutes of the January 20, 2021 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.

Airport Activity and Financial Reports

Executive Director Rogers reported that the Salina Air Traffic Control Tower (ATCT) recorded 3,996 operations during January 2021, which was a 28% increase compared to the January 2020 total of 3,109. The increase in ATCT operations is due to increased K-State Poly professional flight training. January fuel flowage came in at 118,268 gallons which was a slight decrease compared to January 2020 total of 118,337 gallons. United/SkyWest flights enplaned 338 passengers, which was a 68% decrease as compared to the January 2020 total of 1,232 enplaned passengers. The airline's total passenger count was 863 which was a 65% decrease as compared to the January 2020 total of 2,497.

Director of Administration and Finance, Shelli Swanson reported on the following highlights from the January 2021 financials.

- There were no distributions from bond proceeds during January 2021.
- Unrestricted cash in bank at \$1,279,197.
- Total income came within \$250 of budget projections and beat YOY by 7%.
- Total operating expenses came in 1% over budget and 3.5% more than 2020.
- Net operating income before depreciation equaled \$1,768.

Swanson commented on the audit process and noted the on-site field work is scheduled for Tuesday, March 9, 2021. Chairman Eichelberger directed staff to file the financials for audit.

Kansas Department of Health and Environment Amended Consent Agreement and Final Order

Executive Director Rogers reviewed the amended Consent and Final Order (CAFO) with the Kansas Department of Health and Environment (KDHE). The agreement was negotiated by the SPE's environmental attorney Andy Davis with input from the Schilling Project's Executive Group. The agreement amends the November 2012 KDHE CAFO that provided for the successful completion of the Schilling Project Remedial Investigation (RI), Feasibility Study (FS) and Corrective Action Decision (CAD) phases of work. Bengtson commented on Paragraph 8 of the amended CAFO applies specifically to the Airport Authority. Paragraph 8 provides for the application of land-use controls "if deemed necessary to protect human health and the environment." The use of land-use controls is a RA alternative outlined in the 2019 CAD. The CAD specified the use of land-use controls for Plume J (Landfill #1) located within OU3 which comprises the west side of the Salina Airport. Plume J (Landfill #1) inside the airport's perimeter fencing, will never be used for an airport building, aircraft parking apron, taxiway or runway and is not accessible by the public. Director Gunn moved to approve the proposed Kansas Department of Health and Environment amended Consent and Final Order

providing for Remedial Design and Remedial Action work at the Former Schilling AFB site and authorize executive director Rogers to sign the agreement. 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.

Salina Area Technical College Campus Development Overview

Executive Director Rogers introduced Greg Nichols, Salina Area Technical College (SATC) president. Nichols presented an overview of the educational programs, service area, campus development and review of new program options for SATC including nursing, fire services, industrial maintenance, early childhood education and dental hygiene. Nichols commented on the college’s need for additional property to meet campus growth. Rogers noted SAA staff will develop options for the board to consider at the March board meeting.

Central States Enterprises, LLC Land Lease

Rogers introduced Roger Sanborn, Central States Enterprises and provided an overview of the current Salina Aircraft Services (SAS) agreement to the board. Doug Bradley, owner of Salina Aircraft Services, notified the Authority of his intention to sell his aircraft and the SAS hangar located on the Salina Regional Airport. SAS and Central States Enterprises have entered into a contract for the purchase of the SAS hangar and improvements with a desire to close on the hangar transfer on or before March 6, 2021. Swanson reviewed the proposed lease terms as follows:

Term:	Primary Term of 20 years with one 20-year option
Effective date:	March 1, 2021
Premises:	.796 acres of land
Rental:	\$250 / month with biennial CPI adjustments Taxes and Fuel Flowage Fee of \$.0815/Gallon

Director Weisel moved to approve the Termination of the 1993 Lease Agreement between the Authority and Bradley and approval of the Lease to Central States Enterprises, LLC for .796 acres of land and authorize chair Eichelberger to sign the Central States lease agreement. Seconded by Director Gunn.

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

State of Kansas – B394 First Amendment to Lease Agreement

Swanson reviewed the current lease agreement with the Kansas Department of Revenue (KDOR) for Bldg. 394 located at the northeast corner of Schilling and Centennial Rd. along with a tract of ground on the north ramp. The leased property is for the office of the Salina DMV and CDL course for testing and training. The proposed First Amendment to Lease between the Authority and KDOR that provides for the following key terms and conditions:

Term:	Five years (This lease does have the typical State of Kansas lease form “ <i>Termination for Fiscal Necessity</i> ” clause which provides for the early
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termination of the lease if the Legislature fails to appropriate funds for the lease.)

Effective date: March 1, 2021

Premises: **Tract 1-** Bldg. 394 – 3,951.29 sq. ft. of office, located on Lot 9, Block 1, Schilling Subdivision No. 5 containing 1.27 acres of land. (*DMV Office Bldg.*)

Tract 2 – Lot 8, Block 1, Schilling Subdivision No. 5 containing 36,944 sq. ft. or .85 acres of land. (*Employee and CDL written test parking*)

Tract 3- A port of Lot 6, Block 1, Schilling Subdivision No. 4 containing 25,000 sq. ft. or .57 acres of land. (*CDL training and testing*)

Rental: **Tract 1** - \$1,766.62/month - \$5.365/sq. ft./year
Tract 2 - \$249/month - \$.0809/sq. ft./year
Tract 3 - \$581.31/month - \$.279/sq. ft./year
Combined All Tracts - \$2,596.94/month

CPI: 3.545% fixed increase in Years 3 and 5

Type: **Modified Gross** – Tenant responsible for utilities and janitorial Authority responsible for all maintenance and insurance

Improvements: The Authority would construct a sidewalk from Lot 8 to Lot 9 and would provide additional security to the IT room in Bldg. 394 by closing off the exterior door providing interior access.

Systems 4 (Sidewalk)	\$ 5,146
Hutton (Secure IT Room)	\$11,317

The SAA would construct a 3” mill and asphalt paving inlay on Tract 3.
APAC \$67,388

Director Weisel moved to approve the First Amendment to the Lease Agreement with the Kansas Department of Revenue for their September 10, 2020 Lease and authorization for improvements in an amount not to exceed \$84,000 to construct the sidewalk, IT room security and rehabilitate the CDL course for the Salina Division of Motor Vehicle Office and driver training and testing course and authorize chair Eichelberger to sign the addendum. Seconded by Director Gunn.

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

Hangar H724 Restroom Remodel

Bieker reviewed the proposed improvements to Hangar H724 located at 1910 Beechcraft Rd. Proposals were received to bring the restrooms back into service which includes a new water service line and replacing all fixtures for both men's and women's facilities. The lowest responsive proposal was received from Systems 4 in an amount of \$18,935.

Director Gunn moved to approve the proposal from Systems 4 in the amount of \$18,935. 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.

Staff Reports

Runway 17/35 Grant Funding Update

Rogers mentioned the FAA Central Region Airports Division has requested that the Airport Authority complete the Runway 17/35 rehabilitation design and obtain construction bids by April 30, 2021. With construction bids in hand, the SAA will submit a project application by May 1, 2021 in anticipation of a grant award by June/July 2021. An AIP grant issued in FY 2021 also has the benefit of 100% FAA grant funding. This means that the \$4.32M project can be completed without a SAA 10% match of \$480,000. The construction work will be scheduled for Spring/Summer 2022.

COVID19 Financial Relief and Assistance

Rogers reviewed the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA). CRRSAA grant funding is in addition to previous CARES Act funding. CRRSAA financial aid is available for two separate and distinct uses. The SAA was awarded \$1,005,444 to fund airport operating and equipment expenses. The second use is available for concession relief in the amount of \$3,432.

Aircraft Storage Hangar Construction

Bieker stated Hutton has completed 60% of the design for a new five-unit, aircraft storage hangar and the design of a T-hangar area public restroom building. Bieker reviewed the location, scope of work and electrical improvements.

Hertz Update

Rogers stated Lewis Automotive Group (LAG) and Hertz has reached an agreement to purchase the assets and lease for the Hertz Salina location. The Lewis agreement with Hertz includes acquisition of Hertz corporate locations in Lawrence, Manhattan, and Hays. Lewis already operates Hertz locations in Dodge City, Garden City and Liberal. The closing is scheduled for mid-March. Lewis Automotive will reopen the Salina Airport location immediately after the closing and significantly improve rental car options at the M.J. Kennedy Air Terminal.

SAA Resolution 21-01

Rogers presented SAA Resolution 21-01, recognizing Troy Vancil for serving a total of nine years as a member of the SAA board of directors. Director Gunn moved to approved SAA

Resolution 21-01 expressing gratitude and appreciation to Troy Vancil for his service rendered to the City of Salina and its citizens and authorize chair Eichelberger and vice-chair Gunn to sign the resolution. Seconded by Director Weisel, to approve Resolution 21-01.

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

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 9:46 A.M.

Minutes approved at the March 17, 2021 Board Meeting.

Secretary

(SEAL)

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF
DIRECTORS OF THE SALINA AIRPORT AUTHORITY
MARCH 10, 2021
HANGAR 600, ROOM 100**

Call to Order

The meeting was called to order at 8:00 AM by Chairman Alan Eichelberger. Chairman Eichelberger confirmed that a quorum was present. Windhorst noted the board meeting notice was published and distributed on Friday, March 5, 2021.

Attendance

Attendance was taken. Chairman Eichelberger, Directors Gunn and Roberg were present. Director Buer attended via video conference. Executive Director, Tim Rogers; Director of Administration and Finance, Shelli Swanson; Director of Facilities and Construction, Kenny Bieker (via video conference); Business and Communications Manager, Kasey Windhorst; Airport Administrative Specialist, Jazstyn Moyer; and Attorney, Greg Bengtson was in attendance. Eric Brown, Salina Area Chamber of Commerce and Renee Duxler, Salina Area Chamber of Commerce attended via video conference. Scott Hillegeist, Air Traffic Control Tower Manager and Mitch Robinson, Salina Community Economic Development Organization were in attendance as guests.

Acceptance of Appointment and Oath of Office for Kristin Gunn and Tod Roberg

Executive Director Rogers announced the reappointed of Airport Authority board member, Kristin Gunn for an additional term of three-year and the appointment of board member, Tod Roberg to serve a three-year term. Director Gunn and Roberg executed their respective Acceptance of Appointment and Oath of Office documents.

Additions to the Agenda

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

Right-Of-Way Release Agreement with Evergy Kansas Central, Inc.

Rogers provided an overview of the Evergy Release Agreement which would release Airport Authority claims to property needed by Evergy for the construction of new, overhead electrical service lines for the Schwan's expansion project. Evergy intends to use abandoned railroad property for the transmission lines. The best option for the Airport Authority is to "release, relinquish, and surrender" all rights, title, and interest in the abandoned railroad property. Director Gunn moved to approve the Release Agreement with Evergy Kansas Central, Inc. and authorize the executive director to sign the agreement. Seconded by Director Buer. Motion passed unanimously.

LAG Rentals Lease Agreement

Rogers commented on the rental car space at the M.J. Kennedy Air Terminal. Recently Lewis Automotive Group (LAG) of Garden City, KS purchased the assets of the Hertz corporate car rental operations located at Lawrence, Manhattan, Salina, and Hays. Lewis will continue to operate all the locations as a Hertz franchisee.

Swanson reviewed the proposed lease terms between the Authority and LAG. The new lease agreement replaces the outdated Hertz corporate lease and provides for the following key terms and conditions:

Term: Five (5) years

Effective date: April 1, 2021

Option to renew: One (1) additional term of five (5) years

Premises: **Parcel 1-** Terminal Bldg. #120 – 549 sq. ft. of office space, located on Lot 2, Block 15. LAG shall be entitled to 35 designated parking spaces for rental and employee vehicles on the east side of the Terminal Building.

Parcel 2 – A tract of land south of the Airport Terminal Bldg. #120, to be used by Lessee as the site of its metal storage structure utilized for vehicle storage.

Rental: \$545.00 per month

\$6,540 per year

Additional Rental: 4% of all gross car rental revenues

Taxes: All applicable property tax

Director Gunn moved to approve the LAG Rentals, LLC lease for office space at the M.J. Kennedy Air Terminal and authorize chair Eichelberger to sign the Lease Agreement. Seconded by Director Roberg. Motion passed unanimously.

Federal Aviation Administration Grant Offer and Agreement for Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Financial Assistance

Rogers reviewed the COVID relief grant funding and commented on the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA). The first FAA grant offer includes \$3,432 allocated for concessionary relief and used to provide relieve from rent and minimum annual guarantees to on-airport car rental concessions. The second FAA grant offer is in the amount of \$1,005,444 to be used by the Airport Authority for costs related to operations and equipment.

Salina Area Technical College (SATC) Request to Acquire SAA Property

Rogers presented five options regarding the acquisition of the Airport Authority's property located adjacent to the SATC campus. The property of interest is Lots 8 (1.57 acres) and 9 (1.72 acres), Block 4, Subdivision No. 5, Schilling Subdivision. The acquisition of the SAA's two lots totaling 3.29 acres would permit SATC to proceed with fund raising efforts to construct a new education building for health care and childcare education/training programs. The board consensus is to consider option #4, to donate lots 8 and 9 at no cost with development to occur within three (3) years. SATC will provide additional plans for Bldg. G. Director Gunn moved to

approve the acceptance of option #4, to donate lots 8 and 9 to SATC. Director Buer seconded. Motion passed unanimously.

Staff Reports

Aircraft Storage Hangars

Bieker provided an update on the status of the Aircraft Storage hangar construction project. The bid opening for the project has been scheduled for Wednesday, March 31. A Notice to Bidders will be issued early next week. A March 31 bid opening will give interested contractors sufficient time to prepare a responsive bid. Bids will be received for three separate projects:

1. 1 One (1) 12,000 SF, 50 ft. x 250 ft. five (5) unit, aircraft storage hangar
2. Taxi lane grading, drainage and paving for the five (5) unit aircraft storage hangar
3. One (1) public restroom to serve all aircraft storage hangar tenants

Swanson reviewed financing options to include lease purchase financing with 10-20 years options. SAA staff will present a draft lease agreement for board review at the April board meeting.

A motion was made to adjourn the meeting.

The meeting adjourned at 8:49 A.M.

Minutes approved at the March 17, 2021 Board meeting.

Secretary

(SEAL)

**SALINA AIRPORT AUTHORITY
AIRPORT ACTIVITY REPORT
2021**

AIR TRAFFIC/ATCT

February, 2021	5,989 Operations 563 Instrument Operations 520 Peak Day
February, 2020	6,494 Operations 750 Instrument Operations 432 Peak Day
January 2021 - February 2021	9,985 Operations
January 2020 - February 2020	9,603 Operations
January 2019 - February 2019	7,954 Operations

FUEL FLOWAGE

February, 2021	145,726 Gallons
February, 2020	341,329 Gallons
January 2021 - February 2021	263,994 Gallons
January 2020 - February 2020	459,666 Gallons
January 2019 - February 2019	339,865 Gallons

KSU-S	Avflight Salina	Avflight	
		Military/Gov't Portion	Self-fuel Station Portion
9,940	135,786	30,818	277
11,194	330,135	28,465	41
15,343	248,651	42,989	484
14,173	445,493	68,132	41
9,851	330,014	134,431	847

SkyWest Airlines

ENPLANEMENTS

February, 2021	413 Passengers
February, 2020	1,112 Passengers
January 2021 - February 2021	801 Passengers
January 2020 - February 2020	2,344 Passengers
January 2019 - February 2019	2,071 Passengers

DEPLANEMENTS

TOTAL

368 Passengers	781
1110 Passengers	2,222

ENPLANEMENTS - Charter Flights

February, 2021	135 Passengers
February, 2020	3,604 Passengers
January 2021 - February 2021	385 Passengers
January 2020 - February 2020	3,604 Passengers
January 2019 - February 2019	584 Passengers

TOTAL ENPLANEMENTS - Scheduled Flights & Charter Flights

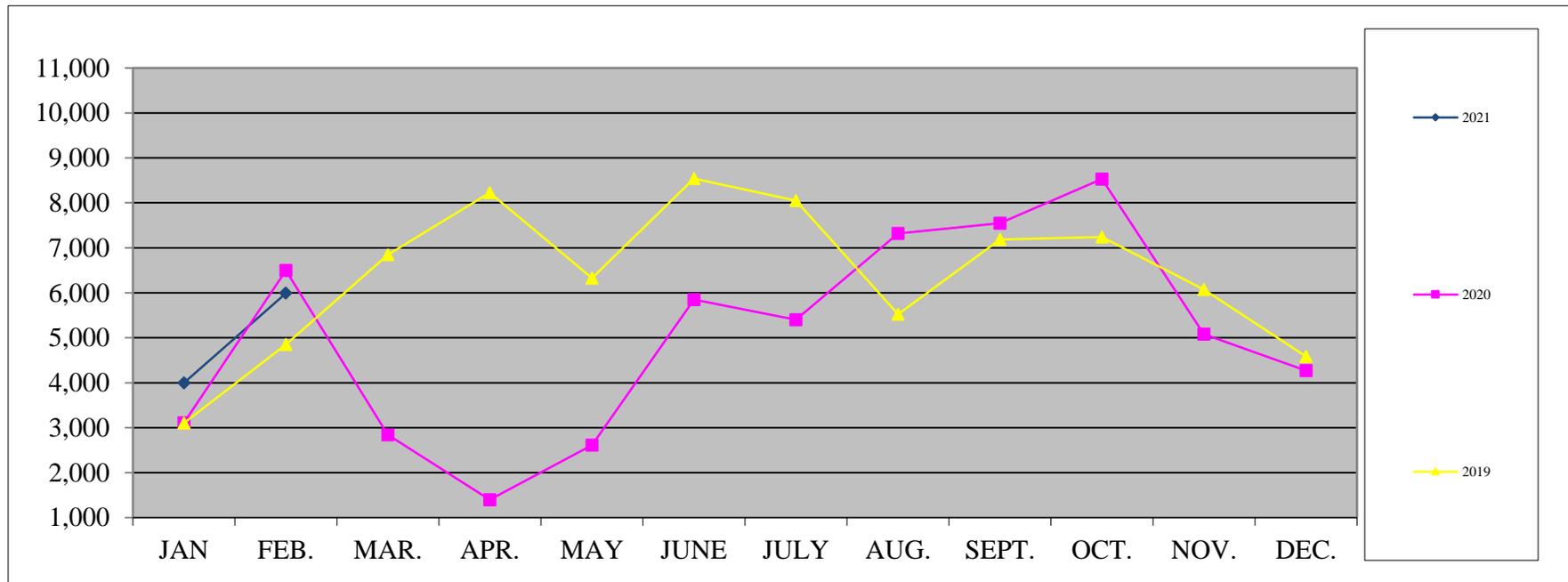
February, 2021	548 Passengers
February, 2020	4,716 Passengers
January 2021 - February 2021	1,186 Passengers
January 2020 - February 2020	5,948 Passengers
January 2019 - February 2019	2,655 Passengers

AIRPORT TRAFFIC RECORD
2020 - 2021

	ITINERANT					LOCAL			Total Operations
	AC	AT	GA	MI	Total Itinerant	Civil	Military	Total Local	
2021									
January, 21	131	1,074	540	161	1,906	1,968	122	2,090	3,996
February, 21	109	1,966	533	218	2,826	2,863	300	3,163	5,989
March, 21									
April, 21									
May, 21									
June, 21									
July, 21									
August, 21									
September, 21									
October, 21									
November, 21									
December, 21									
Totals January - February	240	3,040	1,073	379	4,732	4,831	422	5,253	9,985
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									
April, 20									
May, 20									
June, 20									
July, 20									
August, 20									
September, 20									
October, 20									
November, 20									
December, 20									
Totals January - February	259	2,770	1,082	474	4,585	4,388	630	5,018	9,603
Difference	-19	270	-9	-95	147	443	-208	235	382
YTD % Change	-7%	10%	-1%	-20%	3%	10%	-33%	5%	4%
Legend:	AC: Air Carrier			AT: Air Taxi					
	GA: General Aviation			MI: Military					

AIR TRAFFIC

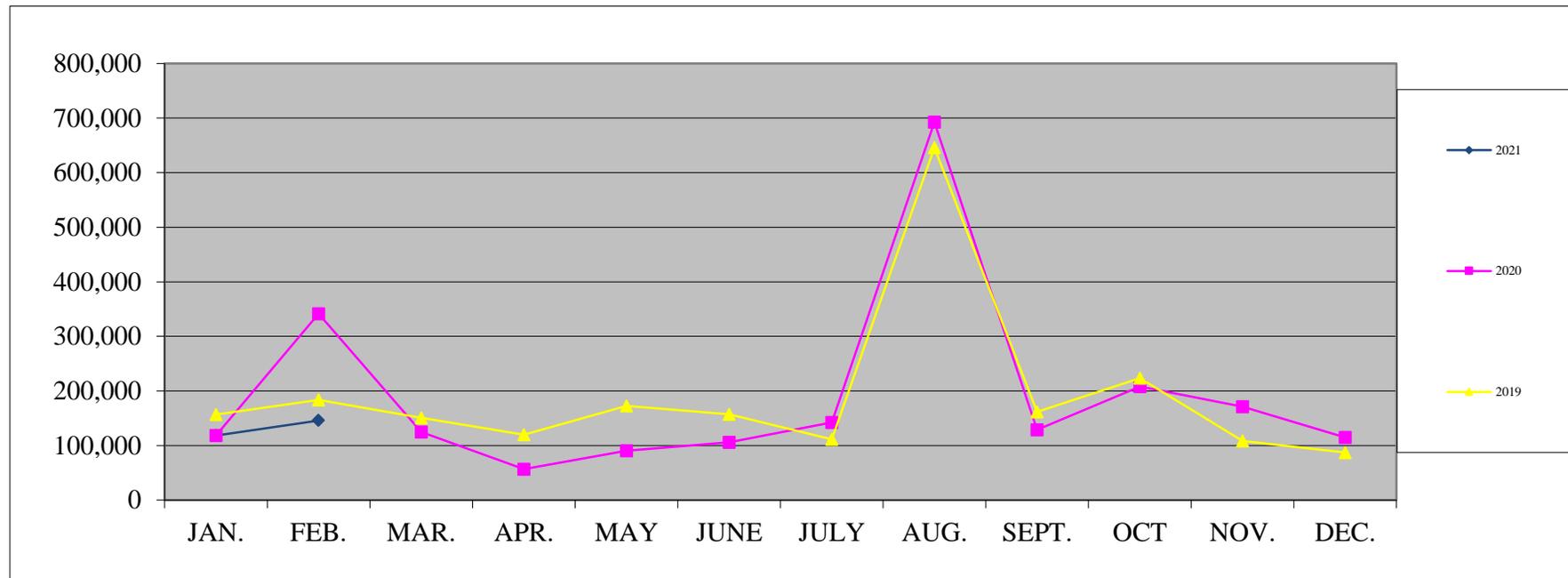
	<u>JAN</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>TOTAL</u>
2021	3,996	5,989											9,985
2020	3,109	6,494	2,841	1,398	2,614	5,846	5,399	7,318	7,550	8,532	5,078	4,269	60,448
2019	3,102	4,852	6,848	8,225	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



FUEL FLOWAGE

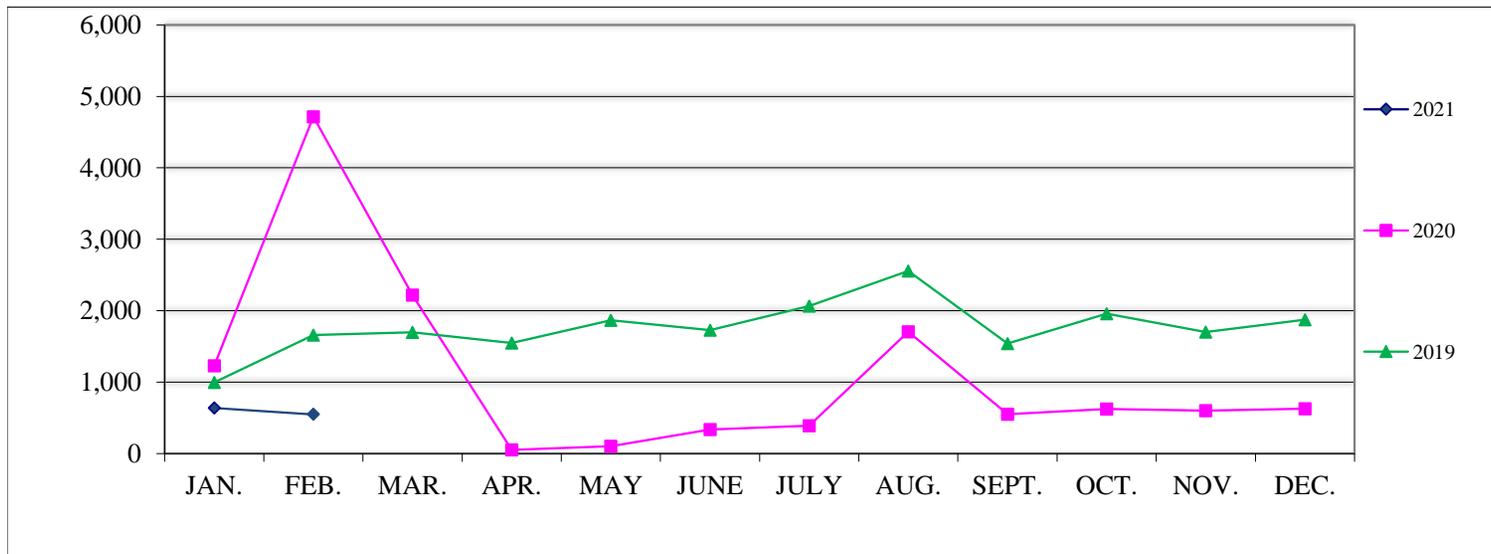
Gallons of Fuel Sold at SLN

	<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>
2021	118,268	145,726											263,994
2020	118,337	341,329	124,865	56,765	90,326	105,987	142,234	692,613	128,710	208,081	170,893	114,869	2,295,009
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



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>TOTAL</u>
2021	638	548											1,186
2020	1,232	4,716	2,219	52	105	338	392	1,705	552	624	602	628	13,165
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	20,299
2017	720	1,344	731	756	761	852	793	746	3,874	946	1,229	1,207	13,959
2016	36	0	0	0	0	104	372	910	637	558	574	692	3,883
2015	528	107	4,550	531	122	88	77	79	61	3,574	592	80	10,389
2014	145	109	140	135	175	403	282	223	178	431	157	178	2,556
2013	166	191	205	214	243	218	202	205	161	178	212	243	2,438
2012	237	249	247	216	287	213	174	198	151	187	229	335	2,723
2011	146	156	205	181	254	258	261	234	225	287	264	234	2,705



****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, 2021

03/12/2021

	<u>Feb 28, 21</u>	<u>Jan 31, 21</u>	<u>\$ Change</u>	<u>Feb 29, 20</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS						
Current Assets						
Checking/Savings						
Cash in Bank-Bond Funds	112,094	149,385	-37,291	210,325	-98,231	-47%
Cash in bank-Operating Funds	1,149,602	1,280,097	-130,495	65,061	1,084,541	1,667%
Cash in Bank - Mill Levy	1,503,679	1,783,424	-279,745	1,160,461	343,218	30%
LPA - B824 Project Fund	0	31,799	-31,799	0	0	0%
Total Checking/Savings	1 2,765,375	3,244,705	-479,330	1,435,847	1,329,528	93%
Accounts Receivable						
Accounts Receivable	75,816	69,965	5,851	201,547	-125,731	-62%
Total Accounts Receivable	75,816	69,965	5,851	201,547	-125,731	-62%
Other Current Assets						
Agri Land Receivable	66,760	66,760	0	56,000	10,760	19%
Mill Levy receivable	1,269,043	1,269,043	0	1,296,188	-27,145	-2%
Other current assets	182,396	194,272	-11,876	211,409	-29,013	-14%
Undeposited Funds	8,156	13,875	-5,719	7,290	866	12%
Total Other Current Assets	1,526,355	1,543,950	-17,595	1,570,887	-44,532	-3%
Total Current Assets	4,367,546	4,858,620	-491,074	3,208,281	1,159,265	36%
Fixed Assets						
Fixed assets at cost	93,059,525	92,797,333	262,192	91,702,200	1,357,325	1%
Less accumulated depreciation	-50,918,982	-50,681,642	-237,340	-47,893,407	-3,025,575	-6%
Total Fixed Assets	42,140,543	42,115,691	24,852	43,808,793	-1,668,250	-4%
Other Assets						
Deferred Outflow of Resources	1,232,712	1,232,712	0	1,276,204	-43,492	-3%
Total Other Assets	1,232,712	1,232,712	0	1,276,204	-43,492	-3%
TOTAL ASSETS	47,740,801	48,207,023	-466,222	48,293,278	-552,477	-1%
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Accounts Payable						
Accounts payable	151,729	108,146	43,583	199,571	-47,842	-24%
Total Accounts Payable	151,729	108,146	43,583	199,571	-47,842	-24%
Credit Cards						
Sam's Club Discover	0	-566	566	521	-521	-100%
Total Credit Cards	0	-566	566	521	-521	-100%
Other Current Liabilities						
Accrued debt interest payable	2 3,369	257,723	-254,354	-7,549	10,918	145%
Debt, current portion	3,772,397	3,772,397	0	1,427,350	2,345,047	164%
Deferred Agri Land Revenue	55,633	61,197	-5,564	46,667	8,966	19%
Deferred Mill Levy revenue	2,112,224	2,323,447	-211,223	2,222,923	-110,699	-5%
Other current liabilities	179,750	148,174	31,576	249,186	-69,436	-28%
Total Other Current Liabilities	6,123,373	6,562,938	-439,565	3,938,577	2,184,796	55%
Total Current Liabilities	6,275,102	6,670,518	-395,416	4,138,669	2,136,433	52%
Long Term Liabilities						
Debt - Long Term	23,523,853	23,523,853	0	22,412,102	1,111,751	5%
Deferred Inflows of Resources	66,426	66,426	0	41,412	25,014	60%
Less current portion	-3,772,397	-3,772,397	0	-1,427,350	-2,345,047	-164%
Net OPEB Liability (KPERs)	13,924	13,924	0	13,338	586	4%
Net Pension Liability	715,670	715,670	0	632,856	82,814	13%
Security Deposits Returnable	83,896	83,989	-93	60,797	23,099	38%
Total Long Term Liabilities	3 20,631,372	20,631,465	-93	21,733,155	-1,101,783	-5%
Total Liabilities	26,906,474	27,301,983	-395,509	25,871,824	1,034,650	4%
Equity						
Invested in Capital Assets net	18,616,690	18,804,926	-188,236	21,369,538	-2,752,848	-13%
Net assets, Designated	90,000	90,000	0	90,000	0	0%
Net assets, Unrestricted	2,276,705	2,088,469	188,236	1,043,247	1,233,458	118%
Net Income	-149,067	-78,354	-70,713	-81,333	-67,734	-83%
Total Equity	20,834,328	20,905,041	-70,713	22,421,452	-1,587,124	-7%
TOTAL LIABILITIES & EQUITY	4 47,740,802	48,207,024	-466,222	48,293,276	-552,474	-1%

Salina Airport Authority
Profit & Loss Budget Performance
February 2021

11:51 AM
03/12/2021
Accrual Basis

	Feb 21	Jan - Feb 21	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Ordinary Income/Expense						
Income						
Airfield revenue						
Fuel Flowage Fees	11,877	21,516	30,833	-9,317	70%	185,000
Hangar rent	50,752	101,568	110,000	-8,432	92%	660,000
Landing fees	2,102	4,910	5,000	-90	98%	30,000
Ramp rent	5,293	10,586	9,556	1,030	111%	57,335
Total Airfield revenue	70,024	138,580	155,389	-16,809	89%	932,335
Building and land rent						
Agri land rent	5,563	11,127	11,127	0	100%	66,760
Building rents - Long Term						
Short-term leasing	35,902	72,934	50,700	22,234	144%	304,200
Building rents - Long Term - Other	72,810	147,177	136,258	10,919	108%	817,550
Total Building rents - Long Term	108,712	220,111	186,958	33,153	118%	1,121,750
Land rent						
Basic Land Rent	12,604	26,094	21,431	4,663	122%	128,586
Property tax - tenant share	9,452	18,904	18,904	0	100%	113,424
Total Land rent	22,056	44,998	40,335	4,663	112%	242,010
Tank rent	1,167	2,334	2,250	84	104%	13,500
Total Building and land rent	137,498	278,570	240,670	37,900	116%	1,444,020
Other revenue						
Airport Marketing	0	0	4,167	-4,167	0%	25,000
Commissions	0	654	3,510	-2,856	19%	21,060
Other income	2,280	4,890	12,833	-7,943	38%	77,000
Total Other revenue	2,280	5,544	20,510	-14,966	27%	123,060
Total Income	209,802	422,694	416,569	6,125	101%	2,499,415
Gross Profit	5 209,802	422,694	416,569	6,125	101%	2,499,415
Expense						
Administrative expenses						
A/E, consultants, brokers	0	10,460	5,333	5,127	196%	32,000
Airport promotion	8,124	19,282	16,667	2,615	116%	100,000
Bad Debt Expense	0	0	833	-833	0%	5,000
Computer/Network Admin.	2,414	4,523	5,000	-477	90%	30,000
Dues and subscriptions	511	2,663	4,167	-1,504	64%	25,000
Employee retirement	6,167	12,205	14,224	-2,019	86%	85,345
FICA and medicare tax expense	4,745	9,451	10,973	-1,522	86%	65,840
Industrial development	2,375	4,750	7,250	-2,500	66%	43,500
Insurance , property	17,083	34,167	35,833	-1,666	95%	215,000
Insurance, medical	17,048	33,490	34,167	-677	98%	205,000
Kansas unemployment tax	0	0	167	-167	0%	1,000
Legal and accounting	8,765	11,688	6,167	5,521	190%	37,000
Office salaries	37,232	74,503	86,010	-11,507	87%	516,062
Office Supplies	375	1,429	1,083	346	132%	6,500
Other administrative expense	830	2,112	2,500	-388	84%	15,000
Postage	34	92	417	-325	22%	2,500
Property tax expense	14,238	28,476	28,476	0	100%	170,854
Special Events	0	0	167	-167	0%	1,000
Telephone	1,812	3,866	2,667	1,199	145%	16,000
Training	0	0	833	-833	0%	5,000
Travel and meetings	101	101	1,667	-1,566	6%	10,000
Total Administrative expenses	6 121,854	253,258	264,601	-11,343	96%	1,587,601

	<u>Feb 21</u>	<u>Jan - Feb 21</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Maintenance expenses						
Airfield maintenance	0	5,379	8,333	-2,954	65%	50,000
Airport Security	53	176	417	-241	42%	2,500
Building maintenance	11,644	28,858	12,500	16,358	231%	75,000
Equipment fuel and repairs	10,794	15,118	10,000	5,118	151%	60,000
Fire Services	473	473	4,250	-3,777	11%	25,500
Grounds maintenance	0	386	1,250	-864	31%	7,500
Maintenance salaries	26,004	51,690	63,365	-11,675	82%	380,187
Other maintenance expenses	2,768	4,719	4,167	552	113%	25,000
Snow removal expense	0	0	3,333	-3,333	0%	20,000
Utilities	27,294	52,423	36,667	15,756	143%	220,000
Total Maintenance expenses	79,030	159,222	144,282	14,940	110%	865,687
Total Expense	7 200,884	412,480	408,883	3,597	101%	2,453,288
Net Ordinary Income	8 8,918	10,214	7,686	2,528	133%	46,127
Other Income/Expense						
Other Income						
Capital contributed	0	0	87,500	-87,500	0%	525,000
Gain on sale of assets	0	0	3,333	-3,333	0%	20,000
Interest income						
Interest income on deposits	91	163	250	-87	65%	1,500
Total Interest income	91	163	250	-87	65%	1,500
Mill levy income	211,222	422,445	422,445	0	100%	2,534,669
Total Other Income	211,313	422,608	513,528	-90,920	82%	3,081,169
Other Expense						
Debt interest expense net						
Bond issue cost	0	0	7,500	-7,500	0%	45,000
Interest Expense on Debt	53,605	107,210	107,208	2	100%	643,250
Total Debt interest expense net	53,605	107,210	114,708	-7,498	93%	688,250
Depreciation expense	237,340	474,680	474,680	0	100%	2,848,082
Total Other Expense	290,945	581,890	589,388	-7,498	99%	3,536,332
Net Other Income	-79,632	-159,282	-75,860	-83,422	210%	-455,163
Net Income	-70,714	-149,068	-68,174	-80,894	219%	-409,036

Salina Airport Authority
Profit & Loss Prev Year Comparison
January through February 2021

11:53 AM
03/12/2021
Accrual Basis

	<u>Jan - Feb 21</u>	<u>Jan - Feb 20</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
Airfield revenue				
Fuel Flowage Fees	21,515.51	37,462.70	-15,947.19	-42.57%
Hangar rent	101,567.86	77,140.00	24,427.86	31.67%
Landing fees	4,910.30	17,447.50	-12,537.20	-71.86%
Ramp rent	10,586.00	11,570.00	-984.00	-8.51%
Total Airfield revenue	<u>138,579.67</u>	<u>143,620.20</u>	<u>-5,040.53</u>	<u>-3.51%</u>
Building and land rent				
Agri land rent	11,126.66	9,333.34	1,793.32	19.21%
Building rents - Long Term				
Short-term leasing	72,934.02	50,757.00	22,177.02	43.69%
Building rents - Long Term - Other	147,176.88	135,634.56	11,542.32	8.51%
Total Building rents - Long Term	<u>220,110.90</u>	<u>186,391.56</u>	<u>33,719.34</u>	<u>18.09%</u>
Land rent				
Basic Land Rent	26,093.93	19,518.71	6,575.22	33.69%
Property tax - tenant share	18,904.00	20,649.84	-1,745.84	-8.45%
Total Land rent	<u>44,997.93</u>	<u>40,168.55</u>	<u>4,829.38</u>	<u>12.02%</u>
Tank rent	2,334.00	2,322.00	12.00	0.52%
Total Building and land rent	<u>278,569.49</u>	<u>238,215.45</u>	<u>40,354.04</u>	<u>16.94%</u>
Other revenue				
Airport Marketing	0.00	20,402.50	-20,402.50	-100.0%
Commissions	654.32	2,777.70	-2,123.38	-76.44%
Other income	4,890.00	20,205.00	-15,315.00	-75.8%
Total Other revenue	<u>5,544.32</u>	<u>43,385.20</u>	<u>-37,840.88</u>	<u>-87.22%</u>
Uncategorized Income	899.68	0.00	899.68	100.0%
Total Income	<u>423,593.16</u>	<u>425,220.85</u>	<u>-1,627.69</u>	<u>-0.38%</u>
Gross Profit	423,593.16	425,220.85	-1,627.69	-0.38%
Expense				
Administrative expenses				
A/E, consultants, brokers	10,460.00	0.00	10,460.00	100.0%
Airport promotion				
Air Serv. Mktg - City	0.00	3,410.54	-3,410.54	-100.0%
Air Serv. Mktg - County	0.00	14,353.62	-14,353.62	-100.0%
Air Serv. Mktg - SAA	19,281.95	18,061.37	1,220.58	6.76%
Airport promotion - Other	0.00	3,232.13	-3,232.13	-100.0%
Total Airport promotion	<u>19,281.95</u>	<u>39,057.66</u>	<u>-19,775.71</u>	<u>-50.63%</u>
Bad Debt Expense	0.00	0.00	0.00	0.0%
Computer/Network Admin.	4,523.39	5,420.68	-897.29	-16.55%
Dues and subscriptions	2,662.79	3,769.00	-1,106.21	-29.35%
Employee retirement	12,205.17	11,667.07	538.10	4.61%
FICA and medicare tax expense	9,450.85	9,897.51	-446.66	-4.51%
Industrial development	4,750.00	7,000.00	-2,250.00	-32.14%
Insurance , property	34,166.66	30,995.84	3,170.82	10.23%
Insurance, medical	33,489.78	30,199.83	3,289.95	10.89%
Legal and accounting	11,688.25	3,859.20	7,829.05	202.87%
Office salaries	74,502.72	73,718.85	783.87	1.06%
Office Supplies	1,429.09	1,454.32	-25.23	-1.74%
Other administrative expense				
Merchant Processing Fees	1,449.07	1,451.69	-2.62	-0.18%
Other administrative expense - Other	663.27	450.36	212.91	47.28%
Total Other administrative expense	<u>2,112.34</u>	<u>1,902.05</u>	<u>210.29</u>	<u>11.06%</u>
Postage	91.84	88.62	3.22	3.63%
Property tax expense	28,475.66	27,646.34	829.32	3.0%
Telephone	3,865.76	3,239.67	626.09	19.33%
Travel and meetings	101.36	5,391.84	-5,290.48	-98.12%
Total Administrative expenses	<u>253,257.61</u>	<u>255,308.48</u>	<u>-2,050.87</u>	<u>-0.8%</u>

	<u>Jan - Feb 21</u>	<u>Jan - Feb 20</u>	<u>\$ Change</u>	<u>% Change</u>
Maintenance expenses				
Airfield maintenance	5,379.44	24,542.76	-19,163.32	-78.08%
Airport Security	175.59	71.71	103.88	144.86%
Building maintenance	28,857.55	12,070.92	16,786.63	139.07%
Equipment fuel and repairs	15,118.01	16,787.38	-1,669.37	-9.94%
Fire Services	473.07	2,208.88	-1,735.81	-78.58%
Grounds maintenance	385.72	0.00	385.72	100.0%
Maintenance salaries				
COVID-19 Compensation	343.00	0.00	343.00	100.0%
Maintenance salaries - Other	51,346.51	48,526.68	2,819.83	5.81%
Total Maintenance salaries	51,689.51	48,526.68	3,162.83	6.52%
Other maintenance expenses	4,718.59	1,600.15	3,118.44	194.88%
Snow removal expense	0.00	2,413.14	-2,413.14	-100.0%
Utilities	52,423.41	45,076.31	7,347.10	16.3%
Total Maintenance expenses	159,220.89	153,297.93	5,922.96	3.86%
Uncategorized Expenses	899.68	0.00	899.68	100.0%
Total Expense	413,378.18	408,606.41	4,771.77	1.17%
Net Ordinary Income	10,214.98	16,614.44	-6,399.46	-38.52%
Other Income/Expense				
Other Income				
Capital contributed	0.00	26,881.00	-26,881.00	-100.0%
Interest income				
Interest income on deposits	163.03	694.30	-531.27	-76.52%
Total Interest income	163.03	694.30	-531.27	-76.52%
Mill levy income	422,444.84	445,873.39	-23,428.55	-5.26%
Total Other Income	422,607.87	473,448.69	-50,840.82	-10.74%
Other Expense				
Debt interest expense net				
Interest Expense on Debt	107,210.00	106,023.60	1,186.40	1.12%
Total Debt interest expense net	107,210.00	106,023.60	1,186.40	1.12%
Depreciation expense	474,680.34	465,372.90	9,307.44	2.0%
Total Other Expense	581,890.34	571,396.50	10,493.84	1.84%
Net Other Income	-159,282.47	-97,947.81	-61,334.66	-62.62%
Net Income	-149,067.49	-81,333.37	-67,734.12	-83.28%

Salina Airport Authority
Capital Additions Budget vs. Actual
As of February 28, 2021

11:55 AM
03/12/2021
Accrual Basis

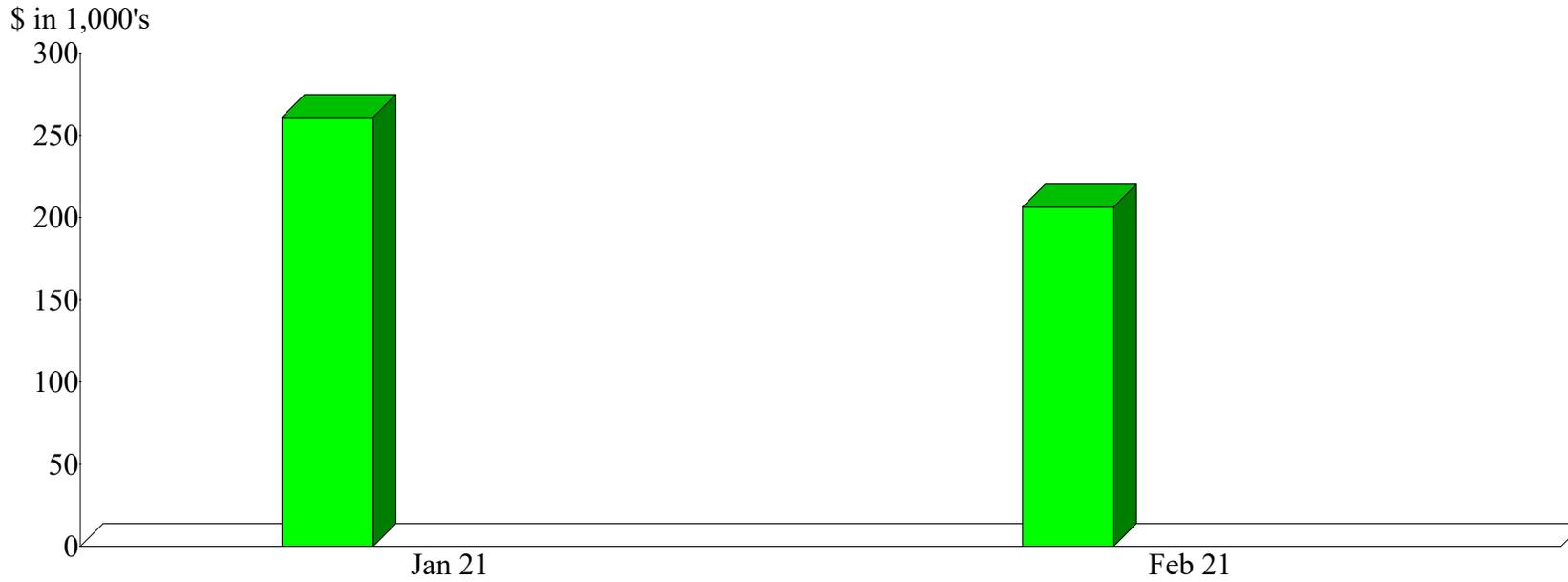
	<u>Feb 21</u>	<u>Jan - Feb 21</u>	<u>Annual Budget</u>	<u>+/- Annual Budget</u>	<u>% of Annual Budget</u>
ASSETS					
Fixed Assets					
Fixed assets at cost					
Airfield					
AIP-42 Rwy 17/35 Rehab		10,942	470,000	-459,058	2%
Airfield Improvements		0	145,000	-145,000	0%
Total Airfield		10,942	615,000	-604,058	2%
Buildings & Improvements					
Building improvements					
Bldg. 824 Imps.	17,903	17,903	16,058	1,845	111%
Bldg. Imps. Other	0	0	30,000	-30,000	0%
Total Building improvements	17,903	17,903	46,058	-28,155	39%
Total Buildings & Improvements		17,903	46,058	-28,155	39%
Equipment					
ARFF equipment		0	10,000	-10,000	0%
Communications equipment		0	10,000	-10,000	0%
Computer equipment		0	15,000	-15,000	0%
Office equipment	15,437	18,517	10,000	8,517	185%
Other Equipment		0	10,000	-10,000	0%
Shop equipment	57,322	135,737	225,200	-89,463	60%
Vehicles	167,195	170,951	167,760	3,191	102%
Total Equipment	239,954	325,205	447,960	-122,755	73%
Land					
Airport Indust. Cent. Imps.		0	15,000	-15,000	0%
Rail Spur Imps.		0	10,000	-10,000	0%
Total Land	0	0	25,000	-25,000	0%
Total Fixed assets at cost	239,954	354,050	1,134,018	-779,968	31%

Salina Airport Authority
Significant Capital Expenditures Detail
February 2021

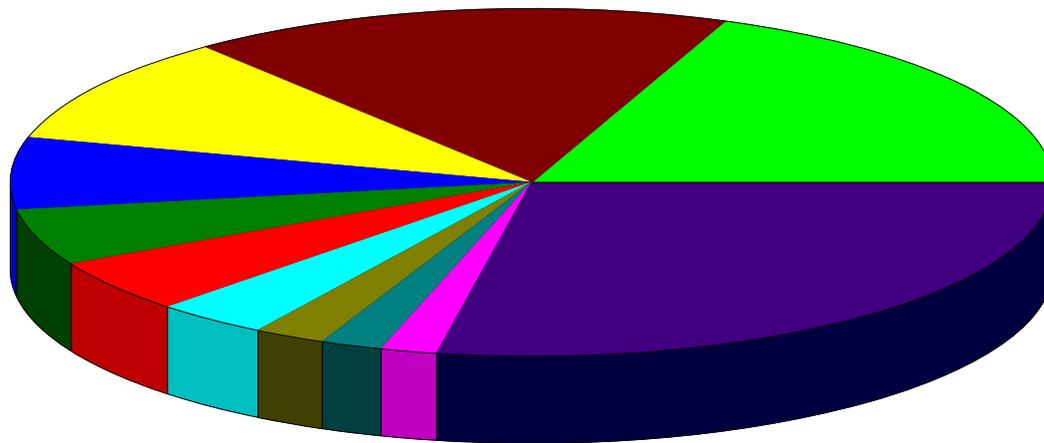
Type	Date	Name	Memo	Amount	Balance
Fixed assets at cost					
Buildings & Improvements					
Building Improvements					
Bldg. 824 Imps.					
Bill	02/05/2021	Systems 4	Bldg. 824 - elect., plumbing, and restroom imp.	17,903.00	17,903.00
		Total Bldg. 824 Imps.		17,903.00	17,903.00
		Total Building improvements		17,903.00	17,903.00
		Total Buildings & Improvements		17,903.00	17,903.00
Equipment					
Office equipment					
Bill	02/10/2021	One Office Solution, LLC	Board room furniture (tables and chairs)	3,895.00	3,895.00
Bill	02/22/2021	One Office Solution, LLC	Board room tables and chairs	11,542.25	15,437.25
		Total Office equipment		15,437.25	15,437.25
Shop equipment					
Bill	02/01/2021	Pomp's Tire Service, Inc	(4) tires and rims - Bobcat	2,170.72	2,170.72
Bill	02/03/2021	Helm Electric, LLC	16' Concrete screed with Honda engine	800.00	2,970.72
Bill	02/09/2021	Brian's Paint & Body Repair Shop...	MX/ARFF Truck - spray-in bed liners	2,500.00	5,470.72
Bill	02/09/2021	Bobcat of Salina, Inc.	Bobcat mounted backhoe	4,040.16	9,510.88
Bill	02/10/2021	Bobcat of Salina, Inc.	Bucket 16" class 2 tooth - bobcat backhoe	499.40	10,010.28
Bill	02/17/2021	Wausau Equipment Company, Inc.	Snowplow mounting assemblies (2) snowplows	47,311.50	57,321.78
		Total Shop equipment		57,321.78	57,321.78
Vehicles					
Bill	02/01/2021	Marshall Motor Company, Inc.	Dodge Ram trucks (qty - 6)	145,250.00	145,250.00
Bill	02/24/2021	Marshall Motor Company, Inc.	2021 Dodge Ram 1500 Tradesman (1/2 ton service truck)	21,190.00	166,440.00
Bill	02/26/2021	Air & Fire Systems	Fire Ext. - ARFF trucks	254.58	166,694.58
Bill	02/26/2021	Brian's Paint & Body Repair Shop...	Spray-in bed liner - mx truck	500.00	167,194.58
		Total Vehicles		167,194.58	167,194.58
		Total Equipment		239,953.61	239,953.61
		Total Fixed assets at cost		257,856.61	257,856.61
TOTAL				257,856.61	257,856.61

Sales by Month
January through February 2021

Dollar Sales



Sales Summary
January through February 2021

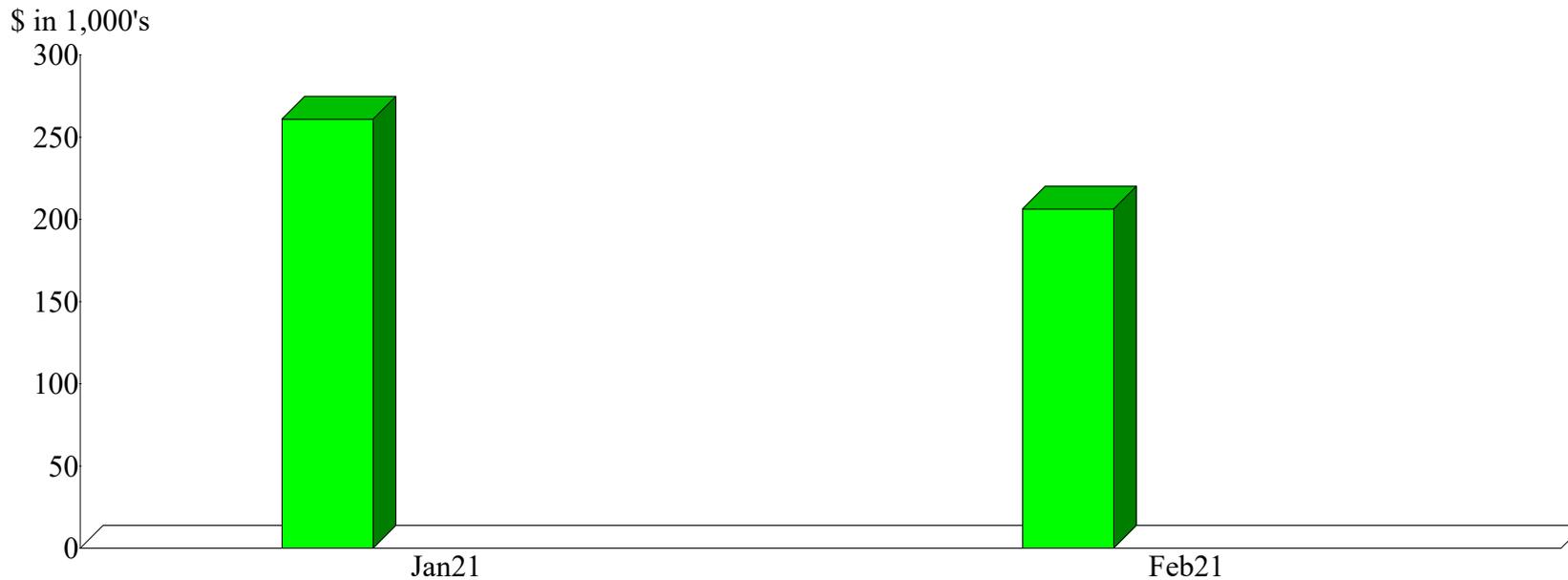


Kansas Erosion Products, LLC.	19.06%
1 Vision Aviation, PLLC	17.02
Avflight Salina	10.13
SFC Global Supply Chain	6.78
Universal Forest Products (UFP)	5.35
Stryten Salina, LLC	5.02
Kansas State Polytechnic - Salina	3.58
Durham School Service, L.P.	2.30
AGCO Corporation	1.93
Federal Aviation Adminis.	1.87
Other	26.97
Total	\$467,172.73

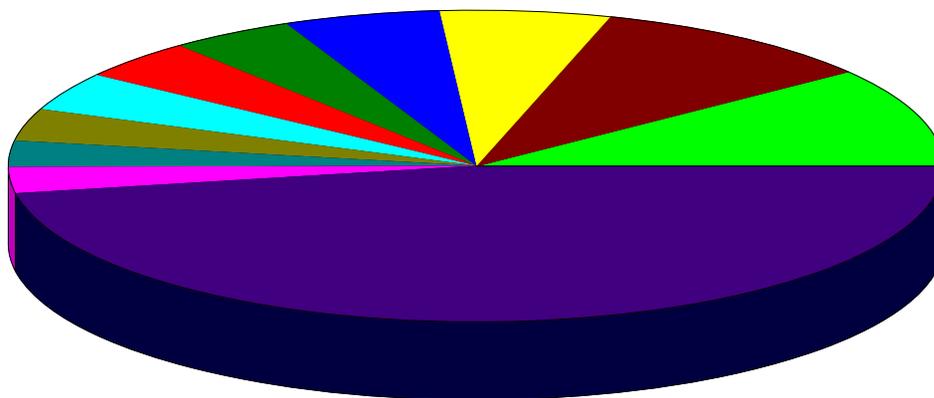
By Customer

Sales by Month
January through February 2021

Dollar Sales



Sales Summary
January through February 2021



Insurance(CP) (Insurance Reimbursement)	10.44%
H-00959-1 (Hangar Facility H959 - 2044 S	10.08
B-01021 (Building #1021 located at 3600	5.91
Utility Reimbursement (Utility Reimburse	5.47
FFF-Avflight Salina (Fuel Flowage Fee @	4.34
B-00655-3 (Bldg. #655 (56,961 SF) - 2656	4.27
B-00620-1 (Building #620 (30,000 SF) an	4.09
B-00626-1 (Manufacturing facility #626 (3.46
B-00655-4 (Bldg. #655 (33,992 SF) - 2656	2.79
H-0600-4 (Hangar 600 - 2720 Arnold Court	2.75
Other	46.40
Total	\$467,172.73

By Item

Application for Federal Assistance SF-424

*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision *Other (Specify) _____
---	---

*3. Date Received: NA	4. Applicant Identifier: SLN (Salina Regional) Salina, KS
--------------------------	--

*5b. Federal Entity Identifier: 20-0072	*5b. Federal Award Identifier:
--	--------------------------------

State Use Only:

6. Date Received by State:	7. State Application Identifier:
----------------------------	----------------------------------

8. APPLICANT INFORMATION:

*a. Legal Name: Salina Airport Authority

*b. Employer/Taxpayer Identification Number (EIN/TIN): 48-0727448	*c. Organizational DUNS: 15-634-6900
--	---

d. Address:

*Street 1: M.J. Kennedy Air Terminal 3237 Arnold Avenue
Street 2: _____
*City: Salina
County/Parish: _____
*State: KS
Province: _____
*Country: USA: United States
*Zip / Postal Code 67401

e. Organizational Unit:

Department Name:	Division Name:
------------------	----------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. *First Name: Timothy
Middle Name: _____
*Last Name: Rogers
Suffix: _____

Title: Executive Director

Organizational Affiliation:

*Telephone Number: (785) 827-3914 Fax Number:

*Email: trogers@salair.org

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

X. Airport Sponsor

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

NA

*Title:

NA

13. Competition Identification Number:

NA

Title:

NA

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**

\$1,005,444 for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments.

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: 1

*b. Program/Project: 1

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: NA

*b. End Date: NA

18. Estimated Funding (\$):

*a. Federal	_____	\$1,005,444.
*b. Applicant	_____	\$0
*c. State	_____	\$0
*d. Local	_____	\$0
*e. Other	_____	\$0
*f. Program Income	_____	\$0
*g. TOTAL	_____	\$1,005,444.

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on ____.
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E. O. 12372

***20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. _____ *First Name: Timothy _____

Middle Name: _____

*Last Name: Rogers _____

Suffix: _____

*Title: Executive Director

*Telephone Number: (785) 827-3914

Fax Number:

* Email: trogers@salair.org

*Signature of Authorized Representative:

*Date Signed:

Application for Federal Assistance SF-424

*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision *Other (Specify) _____
---	---

*3. Date Received: NA	4. Applicant Identifier: SLN (Salina Regional) Salina, KS
--------------------------	--

*5b. Federal Entity Identifier: 20-0072	*5b. Federal Award Identifier:
--	--------------------------------

State Use Only:

6. Date Received by State:	7. State Application Identifier:
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*a. Legal Name: Salina Airport Authority

*b. Employer/Taxpayer Identification Number (EIN/TIN): 48-0727448	*c. Organizational DUNS: 15-634-6900
--	---

d. Address:

*Street 1: M.J. Kennedy Air Terminal 3237 Arnold Avenue
Street 2: _____
*City: Salina
County/Parish: _____
*State: KS
Province: _____
*Country: USA: United States
*Zip / Postal Code 67401

e. Organizational Unit:

Department Name:	Division Name:
------------------	----------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. *First Name: Timothy
Middle Name: _____
*Last Name: Rogers
Suffix: _____

Title: Executive Director

Organizational Affiliation:

*Telephone Number: (785) 827-3914 Fax Number:

*Email: trogers@salair.org

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

X. Airport Sponsor

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

NA

*Title:

NA

13. Competition Identification Number:

NA

Title:

NA

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**

\$3,432 To provide relief from rent and minimum annual guarantees to on-airport parking, on-airport car rental, and in-terminal airport concessions.

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: 1

*b. Program/Project: 1

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: NA

*b. End Date: NA

18. Estimated Funding (\$):

*a. Federal	_____	\$3,432.
*b. Applicant	_____	\$0
*c. State	_____	\$0
*d. Local	_____	\$0
*e. Other	_____	\$0
*f. Program Income	_____	\$0
*g. TOTAL	_____	\$3,432.

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on _____.
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E. O. 12372

***20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. _____ *First Name: Timothy _____
Middle Name: _____
*Last Name: Rogers _____
Suffix: _____

*Title: Executive Director

*Telephone Number: (785) 827-3914

Fax Number:

* Email: trogers@salair.org

*Signature of Authorized Representative:

*Date Signed:

SALINA AIRPORT AUTHORITY
RESOLUTION 21-02

**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 and State of Kansas Municipal Investment Pool 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.

Kristin Gunn	Chair
Kent D. Buer	Vice Chairman
Brian Weisel	Secretary
Tod Roberg	Treasurer
Alan Eichelberger	Past Chairman
Timothy F. Rogers, A.A.E.	Executive Director
Michelle R. Swanson, C.M.	Director of Administration and Finance
Kenneth R. Bieker	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 17th day of March, 2021.

Kristin Gunn, Chair



CERTIFICATION OF SECRETARY

I, Brian Weisel, 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 17th day of March, 2021, 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 17th of March, 2021.

Brian Weisel, Secretary

