

**MINUTES OF THE REGULAR MEETING OF THE BOARD  
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY  
FEBRUARY 16, 2022  
HANGAR 600, ROOM 100**

**Call to Order**

The meeting was called to order at 8:00 A.M. by Chair Kristin Gunn. Chair Gunn confirmed that a quorum was present. Business and Communications Manager Kasey Windhorst stated that the board meeting notice was published and distributed on Friday, February 11, 2022.

**Attendance**

Attendance was taken. Chair Gunn, Directors Bauer, Weisel, and Eichelberger were present, Director Roberg attended via video conference. Executive Director Tim Rogers; Director of Administration and Finance Shelli Swanson; Director of Facilities and Construction Maynard Cunningham; Business and Communications Manager Kasey Windhorst; Airport Administration Specialist Michelle Moon; and Attorney Greg Bengtson were present. Julie Yager-Zucker, Avflight Salina, attended as guest. Renee Duxler, Salina Chamber of Commerce, attended the meeting via video conference.

**Additions to the Agenda**

Chair Gunn asked if there were any additions to the agenda. Executive Director Rogers stated one addition under Staff Reports to discuss prospect activity.

**Minutes**

Chair Gunn asked if the board members had additions or corrections to the minutes. Director

Eichelberger moved, seconded by Director Buer, to approve the minutes of the January 19, 2022 regular board meeting. Motion carried 5-0.

### **Airport Activity**

Executive Director Rogers stated that there was an increase in air traffic, fuel flowage and enplanements for the month of January. The Salina air traffic control tower (ATCT) recorded 4,764 operations during January 2022 which was a 19% increase as compared to the January 2021 total of 3,996. Fuel flowage came in at 151,697 gallons which was 28% more than the January 2021 total of 118,268 gallons. During January 2022, SkyWest enplaned 1,233 passengers, which was a 218% increase over the January 2021 total of 388 passengers. The January total passenger count was 2,526 which was a 193% increase over the January 2021 YTD total of 863. Rogers noted SkyWest is reducing scheduled flights system wide due to the nationwide pilot shortage. Rogers discussed the budget for Airport Promotion. Advertising was a major factor in retaining passengers throughout 2020 and 2021, enabling SLN to grow in the market area. Preliminary budget for 2022 media buys requires a budget increase from \$35,000 to \$120,000 for calendar year 2022.

### **Financial Reports**

Director of Administration and Finance Swanson provided the financial reports for the month ending January 31, 2022. Total operating revenue came within 5% of budget and is tracking 7.9% ahead of January 2021. Total administrative expenses arrived 19% under budget with total maintenance expenses over budget 11%, bringing total operating expenses under budget by 7% or 16,561. Comparatively, total expenses are over 2021 just .92%. Net income before depreciation was \$17,465 for the first month of the new year. Swanson reviewed significant capital

expenditures for the month of January 2022.

### **Resolution 22-02**

Rogers reviewed the scope of work for improvements needed at hangar 606 and hangar 626 to accommodate tenant expansions. The hangar improvements would bring in new MRO work to the Salina Airport and add additional aircraft modification maintenance, repair and overhaul jobs. Total cost for the hangar improvements and surrounding airfield pavement is an estimated \$9,850,000. Resolution 22-02 is an indication of intent and allows staff, bond counsel and financial advisors to proceed with next steps. Due to concerns regarding the resolution's wording, Director Eichelberger made a motion to postpone further discussion of Resolution 22-02 to the March 16, 2022, board meeting. The Motion was seconded by Director Weisel. Carried 5-0.

### **Public Entity Liability Insurance Policy**

Director of Administration and Finance Swanson presented and reviewed the Westchester ACE American Insurance Company Public Entity Liability insurance policy issued for SAA board of directors and staff for calendar year 2022.

### **Resolution No. 22-01**

Director Gunn presented Resolution 22-01 to the board expressing gratitude and appreciation to Brian Weisel for his service rendered to the City of Salina and its citizens. Director Buer moved to approve SAA Resolution No. 22-01, seconded by Director Eichelberger. Motion passed unanimously.

### **Staff Reports**

Rogers reported on development interest in the 80 acres near Water Well and Centennial and additional prospect activity at the Salina Regional Airport and Airport Industrial Center.

Rogers reviewed the upcoming FOL calendar of events and airfield construction projects. The KAIP Grant from KDOT was awarded on Monday, February 14, 2022, allowing for the construction to be scheduled for the north 4,800 ft of runway 17/35. AIP funding for the south 7,500 ft. of Runway of 17/35 is already in place. Rogers requested authorization from the board to execute the construction contracts for the north end of Runway 17/35. Director Weisel motioned to authorize Executive Director Rogers to sign the contracts for construction on runway 17/35, with APAC for \$ 1,622,849 and with Jviation for \$ 68,336. Director Bauer seconded. Motion carried 4 – 0.

Director of Administration and Finance Swanson presented an appreciation award to Julie Yager-Zuker, Avflight Salina, recognizing her 30 years of dedicated service to Salina and the air industry on behalf of the board and airport authority staff.

Following staff photographs, and upon a motion duly made, the meeting adjourned at 9:27 A.M.

Minutes approved at the March 16, 2022 board meeting.

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Secretary

(SEAL)