

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY
APRIL 20, 2022
HANGAR 600, ROOM 100**

Call to Order

The meeting was called to order at 8:00 A.M. by Chair Kent Buer. Chair Buer confirmed that a quorum was present. Business and Communications Manager Kasey Windhorst stated that the board meeting notice was published on Friday, April 15, 2022, and the board packet was published and distributed on Monday, April 18, 2022.

Attendance

Attendance was taken. Chair Buer, Directors Gunn, Roberg, Carlin, and Eichelberger (via GoToMeeting) attended. 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. Guests attending were Alex Nodich, Jviation; Julie Yager-Zucker, Avflight; Dan Reed, based pilot and Gary Foss, ArkStar. Guests attending via GTM were City of Salina Commissioner Mike Hoppock, Saline County Commissioner Bob Vidricksen, and Salina Chamber of Commerce Director of Economic and Workforce Development Renee Duxler.

Additions to the Agenda

Chair Buer asked if there were any additions to the agenda. There were none. Executive Director Rogers provided an overview of the agenda.

Minutes

Chair Buer asked if the board members had additions or corrections to the minutes. Director Gunn moved to approve the minutes of the March 16, 2022, regular board meeting and minutes of the April 7, 2022, special board meeting. Director Roberg seconded the motion. Motion carried 5-0.

Airport Activity

Executive Director Rogers reviewed statistics for air traffic, fuel flowage and enplanements for the month of March 2022. SLN ATCT recorded 6,557 operations during March 2022 which was a 15% decrease as compared to the March 2021 total of 7,688. For the year-to-date, a total of 17,581 operations have occurred at the Salina Airport which is 1% less than the March 2021 YTD total of 17,673. K-State professional pilot flight training continues to be a significant contributor to the SLN ATCT traffic count. March 2022 fuel flowage came in at 418,949 gallons which was 100% more than the March 2021 total of 209,376 gallons. For the year to date a total of 771,196 gallons have been delivered which is 63% more than the March 2021 YTD total of 473,370 gallons. Ft. Riley military cargo and charter flights resumed this past month which contributed to the significant increase in March 2022 fuel flowage fees. SkyWest enplaned 1,815 passengers, which was a 100% increase over the March 2021 total of 909 passengers. Passenger enplanement was at 70% load factor for SkyWest. Advanced bookings are ahead of last year's activity. On April 4 SkyWest resumed a SLN and HYS tag due to the ongoing pilot shortage. Gary Foss updated the board on the site visit by Key Lime Air and noted the USDOT extended the EAS proposal date until May 11, 2022.

Financial Reports

Director of Administration and Finance Swanson provided the financial reports for the month ending March 31, 2022, as well as the 10-year Quarterly Report. Total year-to-date income is at \$110,411 over the first quarter of 2021 (16%) and is tracking over the 2022 budget projections by 8%. Total operating expenses are 6% under budget and down 26% from 2021. Net operating income before depreciation equaled \$107,893 at the end of March for the first quarter of 2022.

Swanson stated that the 2021 financial statement audit fieldwork by the independent auditing firm of Adams Brown was completed on March 23, 2022, and that the drafting of the annual report should be completed by the end of May. Swanson highlighted the significant capital expenditures for the month of March. Chair Buer directed staff to file the financials for audit.

Consideration of an airport engineering and consulting contract with Jviation for the design of a new Salina Regional Airport fuel farm

Executive Director Rogers updated the board on the project for the design of the fuel farm and presented the Engineering Agreement Acceptance Letter from the FAA. Alex Nodich of Jviation discussed the design process and scope of work. The negotiated lump sum fee is \$369,757. The FAA's 90% share is \$340,251. The SAA's 10% share is \$37,806. The SAA's local share is on hand and the design work is budgeted for calendar year 2022.

Director Gunn moved to approve the proposed airport engineering and consulting agreement with Jviation for design and bidding services for a new Salina Regional Airport fuel farm at a cost not to exceed \$369,757 and to authorize the executive director to sign the agreement. Director

Eichelberger seconded. The motion carried 5-0.

Director Roberg moved to approve and accept a project grant offer and agreement from the FAA to fund \$340,251 (90%) of the project and to authorize the board chair and attorney to sign the grant agreement. Director Gunn seconded the motion. The motion carried 5-0.

Consideration of bids received for the construction of an overflow parking lot at the M.J. Kennedy Air Terminal.

Director Roberg abstained and excused himself from the discussion and motion. Executive Director Rogers reviewed the plans for construction of an overflow parking lot at the M.J. Kennedy Air Terminal. Director of Facilities and Construction Cunningham described the crossings, approaches, materials, and processes for the construction 150 parking spaces in the overflow lot. On April 11, 2022, bids were received by T&R Construction and Smoky Hill, LLC. The low bid was submitted by T&R Construction in the amount of \$141,649. Director Gunn moved to accept the low bid submitted by T&R Construction in the amount of \$141,649 and authorize the executive director to sign a contract with T&R Construction, Director Eichelberger seconded. Motion carried 4-0, with Director Roberg abstaining.

Consideration and discussion of updated general aviation hangar construction

Rogers discussed the scope of work and the project budget for construction of four (4) unit general aviation hangars. Rogers provided four scenarios for project funding and proposed hangar rental rates. Director Eichelberger questioned the issuance costs. Swanson explained the bond counsel requirements. Director Eichelberger also queried if the project had been advertised for bids. Rogers

stated that the project had been advertised but no bids were received. Director Roberg moved to approve the construction of a four (4) unit general aviation hangar at a not to exceed cost of \$800,000 (\$458,000 cash and \$372,000 bank financing) and setting the initial monthly rental rate at \$655 per month. Director Gunn seconded the motion. Motion passed unanimously.

Hangars H606 and H626 Construction Updates

Executive Director Rogers provided an update on the 1 Vision paint facility. Originally discussed for H606, 1Vision is now looking at H626. The airport authority is working with Hutton on a design. Rogers commented the board would be updated at an upcoming board meeting.

Review of military, federal agency and civilian agency aviation events scheduled for 2022

Director of Administration and Finance Swanson gave an update on activity and the economic impact of the scheduled events for the remainder of the year. Swanson noted that community hospitality continues to be a contributing factor for groups returning to the Salina airport. Swanson also commended Avflight for providing continued service and support.

Staff Reports

Update on windstorm damage, repairs, and cost recovery

Director of Administration and Finance Swanson provided an overview of damage and an update on repairs from the December 15, 2021 windstorm. Twenty-five separate structures were damaged, requiring repairs to roofs, siding, fencing and gates. Bids were solicited for the D-Hangar repairs, but none were received at the bid opening date. Hangar 959 roof repairs are covered by the Duralast

warranty. Swanson discussed the next steps to secure roofing bids, submit the final reports to insurance, and submit a grant request to FEMA. Director of Facilities and Construction Cunningham reported on the work of the maintenance staff to remove debris and make temporary repairs. Director Roberg asked if the roof of Hangar 959 would be a replacement or a repair. Cunningham stated that the insulation material would be replaced, and then the roof membrane would be resealed with an added layer of coverage.

Upon a motion duly made, the meeting adjourned at 9:34 A.M.

Minutes approved at the May 18, 2022 board meeting.

Secretary

(SEAL)