

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY
MAY 17, 2023
HANGAR 600, ROOM 100**

Call to Order

Chair Tod Roberg called the meeting to order at 8:00 A.M. and confirmed that a quorum was present. Business and Communications Manager Kasey Windhorst distributed and published the meeting notice and board packet on Friday, May 12, 2023. The amended agenda was published and distributed by Windhorst on Tuesday, May 16, 2023.

Attendance

Attendance was taken. Present were Directors Roberg, Carlin, Gunn, O'Brien and Boos (via VTC). Executive Director Tim Rogers; Director of Administration and Finance Shelli Swanson; Business and Communications Manager Kasey Windhorst; Airport Administration Specialist Michelle Moon; and Attorney Greg Bengtson attended. Guests were Julie Yager-Zucker, Avflight Salina; David Arteberry, Stiefel; Mitch Walter, Gillmore & Bell; Lindsey Dreiling, Dreiling Aviation Services; and Cody Heiman, First Bank Kansas.

Agenda

Executive Director Rogers provided an overview of the amended agenda.

Consent Agenda

The consent agenda included the following.

- Approval of the minutes of the April 19, 2023 regular board meeting
- Approval of the airport activity and financial reports ending April 30, 2023

Director Gunn moved to approve the items on the consent agenda, seconded by Director O'Brien.

Motion carried 5 – 0.

Strategic Planning

Lindsey Dreiling provided a review of the “STARS” core values developed by the board and staff for definitions.

- **Safety** – Approach each day’s tasks with attention and dedication to the safety of staff, airport users, tenants, and the public. Safety goals are achieved by means of planning and execution.
- **Trust** – Trust is earned by adhering to the SAA’s Code of Ethics and commitment to fair and equitable treatment of all individuals, organizations, and entities.
- **Adaptability** – An important factor for economic and organizational success is the ability to make changes to fit changing local and world events. To meet the challenges of change, SAA board members and staff members are committed to make affective adjustments to goals and objectives.
- **Rooted in Community** – The SAA’s goals and objectives are intended to result in a positive economic impact through partnerships that lead to business and jobs growth. The Airport Authority’s partnerships also help improve the Salina community’s quality of life.
- **Success** – The Airport Authority’s success is measured by the success of its tenants, community partners, and staff members.

Dreiling discussed the succession planning, including the Deputy Executive Director position announcement draft, qualifications, and recruitment timeline.

Public Hearing

Chair Roberg opened the public hearing at 8:43 a.m. regarding the intent of the Salina Airport Authority to issue \$8,878,000 in General Obligation Bonds, Series 2023-B, subject to AMT. Chair Roberg asked for public comment. No public comments were offered. The public hearing closed at 8:44 a.m.

Salina Airport Authority General Obligation Bonds

Swanson introduced David Arteberry, of Stiefel, Nicholas & Company, Inc. Arteberry reviewed the steps taken to facilitate the bond sale and stated that the bonds had a Moody's Rating of Aa3. The bond sale was held on May 16, 2023 with strong bids on all three offerings. Swanson stated that the competition on the bids lowered the overall interest rate, reducing the expected cost by \$500,000. The results of the bond sale are:

- \$1,000,000 Taxable General Obligation Bonds, Series 2023-A:
UMB Bank at 4.349556%
- \$8,870,000 General Obligation Bonds, subject to AMT, Series 2023-B:
Loop Capital Markets, LLC at 4.291077%
- \$6,855,000 General Obligation Bonds, tax exempt, Series 2023-C:
Robert W. Baird & Co., Inc. at 4.110996%

SAA Resolutions No. 23-07, 23-08 and 23-09

Salina Airport Authority Resolution 23-07

Director O'Brien made the motion to (a) accept the bid from UMB Bank submitted for the 2023-A Series bonds and direct the Chair and Board Clerk to execute the bid form selling the Bonds to UMB Bank on the basis of the bid and the terms specified in the Notice of Bond Sale; and (b) adopt Resolution 23-07 authorizing and directing the issuance, sale and delivery of the taxable general obligation bonds, Series 2023-A, of the Salina Airport Authority. Director Gunn seconded the motion. The motion passed unanimously.

Salina Airport Authority Resolution 23-08

Director Gunn made the motion to (a) accept the bid from Loop Capital Markets, LLC submitted for the 2023-B Series bonds and direct the Chair and Board Clerk to execute the bid form selling the Bonds to Loop Capital Markets, LLC on the basis of the bid and the terms specified in the Notice of Bond Sale; and (b) adopt Resolution 23-08 authorizing and directing the issuance, sale and delivery of the taxable general obligation bonds, Series 2023-B, of the Salina Airport Authority. Director O'Brien seconded the motion. The motion passed 5 - 0.

Salina Airport Authority Resolution 23-09

Director Carlin made the motion to (a) accept the bid from Robert W. Baird & Co., Inc. submitted for the 2023-C Series bonds and direct the Chair and Board Clerk to execute the bid form selling the Bonds to Robert W. Baird & Co., Inc. on the basis of the bid and the terms specified in the Notice of Bond Sale; and (b) adopt Resolution 23-09 authorizing and directing the issuance, sale and delivery of the taxable general obligation bonds, Series 2023-C, of the Salina Airport Authority. Director Gunn seconded the motion. The motion passed 5 - 0.

Stryten Salina, LLC Lease Addendum

Rogers provided an overview of the lease with Stryten Salina, LLC. Swanson reviewed the

current lease terms and the proposed changes to the lease.

Lease Addendum Effective Date:	October 1, 2023
Lease Term Expiration:	January 31, 2025
Basic rental:	Primary Term: \$20,125 per month Option Period 1: \$20,145 per month Option Period 2: \$20,347 per month \$2.50-2.53 per SF per year
Utilities:	Lessee responsibility
Bldg. Insurance	SAA responsibility
Broker Fee:	SAA responsibility- 3% of total gross aggregate Base rent and any lease renewal terms, if exercised.

Director Gunn moved for the approval of the proposed B655 Second Addendum with Stryten Salina LLC and authorize Chair Roberg to sign the Agreement. Director Boos seconded the motion. The motion carried unanimously.

Transfer of property to Salina Area Technical College (SATC)

Rogers reviewed the SATC project for the board. Bengtson discussed the details of the Kansas Warranty Deed that transfers Lot 8 to SATC. Director Carlin moved to approve the transfer of Lot 8, Block 4, Schilling Subdivision No. 5, City of Salina (1.57 acres) to the Salina Area Technical College for the Construction of a New Building for the Industrial Maintenance and Automation Program by means of a Kansas Warranty Deed. Director Boos seconded. Motion carried 5 – 0.

AIP 48 Grant Agreement

Rogers provided an overview of the Runway 12/30 rehabilitation project. For the design phase, FAA funding is available for 90% of the cost, the remaining 10% of the cost to be the airport authority's share. Swanson stated that the amounts of the project funding would be \$315,450

from the FAA and \$35,050 paid from mill levy funds. Rogers provided the timeline for the project with the design phase being completed summer 2023, the project set for bidding in the fall, and construction to begin early in 2024. Director Carlin moved to accept the \$315,450, FAA, Airport Improvement Program (AIP) Grant Agreement No. 48 to fund ninety (90%) of the cost to design the rehabilitation of Runway 12/30 at the Salina Regional Airport, including resurfacing, new runway edge lighting and lighted guidance signs. Director Gunn seconded the motion. Motion carried 5 – 0.

Aviation Engineering and Design Contract

Director Gunn moved to approve the \$359,839 contract with Aviation for the engineering and design of the Runway 12/30 rehabilitation project. Director Boos seconded the motion. Motion passed unanimously.

Staff Reports

Rogers presented the change in SkyWest's July 2023 schedule for Denver flights, moving to a morning departure.

Rogers updated the board on the progress at Hangar H626 and noted that the TSA AIT installation is underway at the terminal building.

Swanson announced the GFOA Certification of Achievement for Financial Reporting.

Director Carlin moved to adjourn, seconded by Director Gunn. The meeting was adjourned at 9:45

A.M.

Minutes approved at the June 21, 2023, board meeting.

Kasey L. Windhorst, Board Clerk

(SEAL)

DRAFT