

Salina Airport Authority Board of Directors Regular Meeting

Wednesday, December 18, 2024

SALINA Airport Authority

Charting the course for global success.



Call to Order

Stephanie Carlin, Chair

Determine that a quorum is present.

Confirm that the meeting notice has been published.

Recognition of guests.



Agenda

Pieter Miller, C.M.

Additions

Overview



SAFETY



TRUST



ADAPTABILITY



ROOTED IN
COMMUNITY



SUCCESS

Safety

- Nex-Tech Lease Renewal: Ensures compliance with FCC and FAA regulations to prevent interference with airport operations, maintaining a safe environment for all users.

Trust

- Hangar Purchase: Demonstrates transparency and trustworthiness in negotiating and finalizing a significant acquisition that benefits both the community and SAA's operational goals.
- 2025 Budget Approval: Reflects SAA's commitment to trust through clear, strategic planning and fiscal responsibility, ensuring alignment with organizational priorities and long-term goals.

Adaptability

- Lease Termination: Demonstrates adaptability by consolidating ownership of key infrastructure, simplifying property management, and positioning SAA for future operational flexibility.

Success

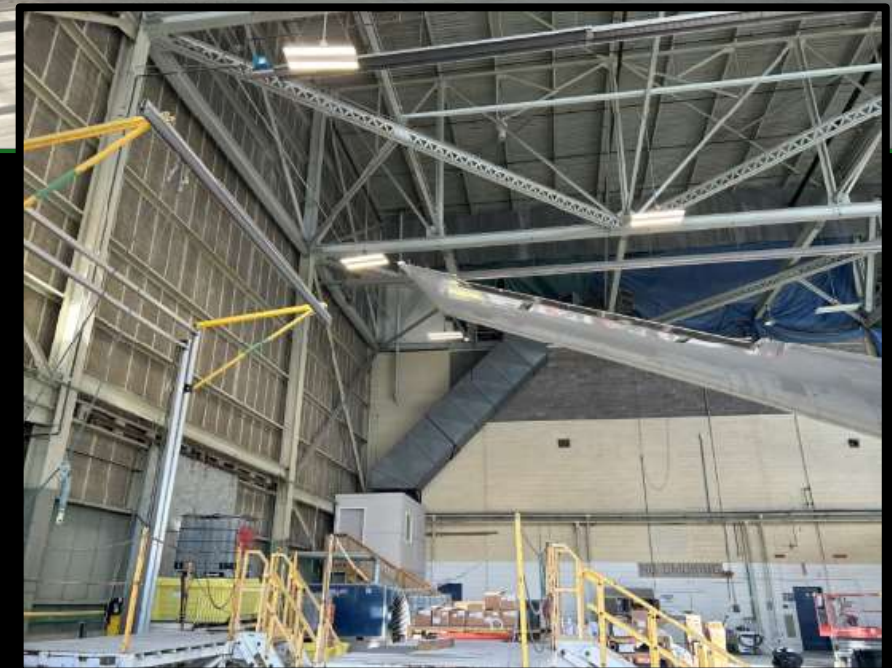
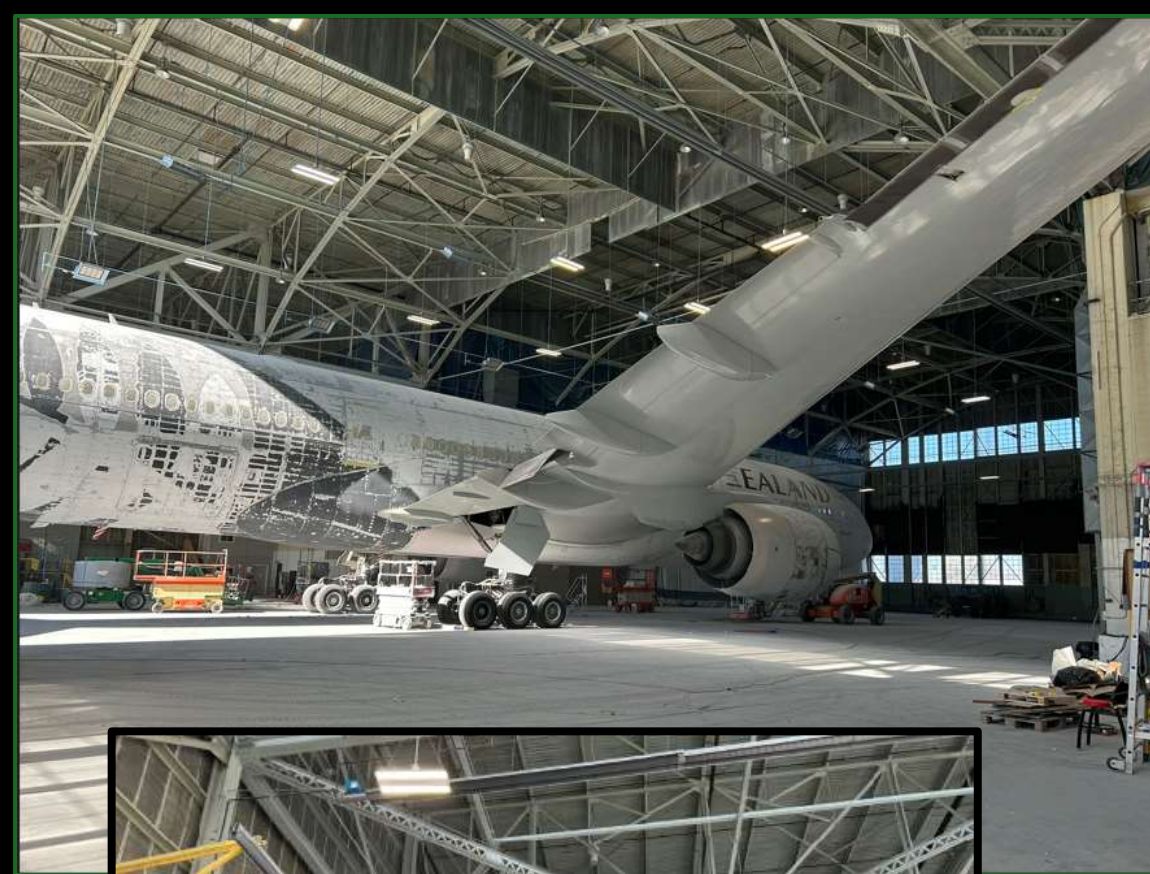
- Property/Liability Insurance Renewals: Ensures financial protection and operational continuity, supporting SAA's success in mitigating risks effectively.



Approval of the Minutes

Stephanie Carlin, Chair

- Approval of the minutes of the November 20, 2024, regular board meeting.
- Approval of the minutes of the December 4, 2024, special board meeting.



Review of airport activity and financial reports for the month ending November 30, 2024.

Pieter Miller, C.M.
Shelli Swanson, C.M.

SALINA AIRPORT AUTHORITY AIRPORT ACTIVITY REPORT 2024

AIR TRAFFIC/ATCT

November, 2024	5,103 Operations 696 Instrument Operations 448 Peak Day
November, 2023	7,521 Operations 601 Instrument Operations 554 Peak Day
January 2024 - November 2024	61,634 Operations
January 2023 - November 2023	77,422 Operations
January 2022 - November 2022	64,698 Operations

FUEL FLOWAGE

November, 2024	152,323 Gallons
November, 2023	142,909 Gallons
January 2024 - November 2024	1,969,371 Gallons
January 2023 - November 2023	1,941,967 Gallons
January 2022 - November 2022	2,247,892 Gallons

SkyWest Airlines

November, 2024	1,968 Passengers
November, 2023	1,181 Passengers
January 2024 - November 2024	17,246 Passengers
January 2023 - November 2023	13,981 Passengers
January 2022 - November 2022	17,140 Passengers

ENPLANEMENTS - Charter Flights

November, 2024	140 Passengers
November, 2023	14 Passengers
January 2024 - November 2024	5,991 Passengers
January 2023 - November 2023	514 Passengers
January 2022 - November 2022	2,657 Passengers

TOTAL ENPLANEMENTS - Scheduled Flights & Charter Flights

November, 2024	2,108 Passengers
November, 2023	1,195 Passengers
January 2024 - November 2024	23,237 Passengers
January 2023 - November 2023	14,495 Passengers
January 2022 - November 2022	19,797 Passengers

KSU-S	Avflight Salina	Avflight	
		Military/Gov't Portion	Self-fuel Station Portion
7,765	144,558	27,777	38
9,877	133,032	43,325	109
88,172	1,881,199	554,753	2,840
121,774	1,820,193	623,405	2,816
119,137	2,128,755	858,221	3,520

ENPLANEMENTS	DEPLANEMENTS
1,968 Passengers	1,910 Passengers
1,181 Passengers	1,140 Passengers

TOTAL
3,878
2,321

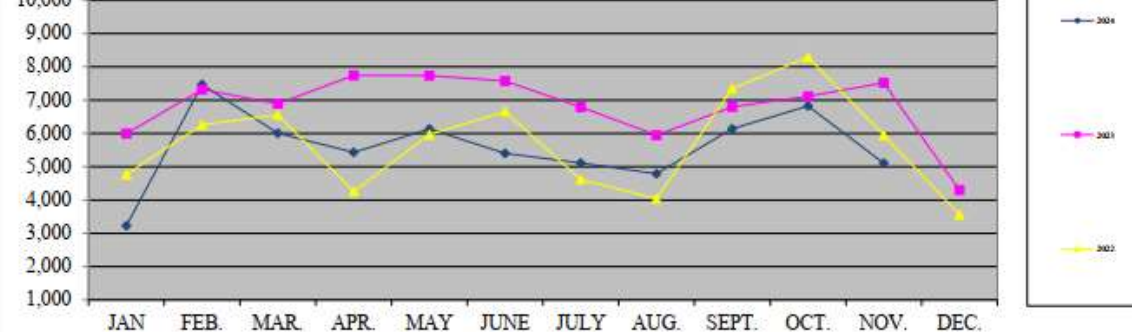
TOTAL SLN PASSENGERS - PER MONTH



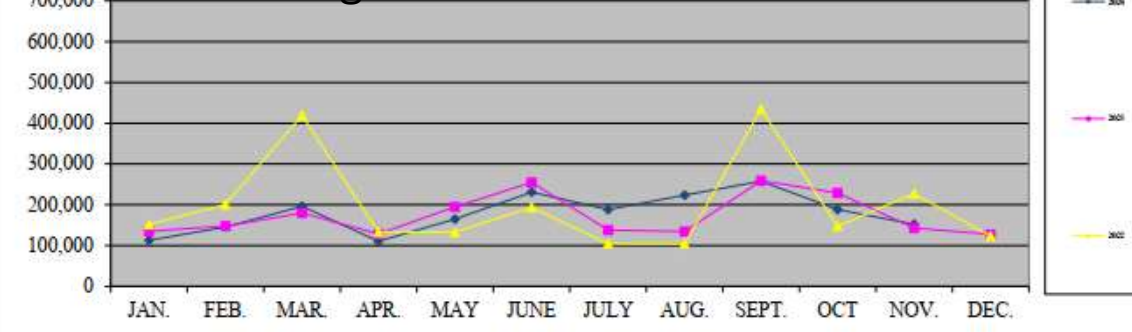
- * Per Pax subsidy based on prior 12 months **\$164.89**
- * Subsidy amount based on \$5,960,542/year effective July 1, 2023
- * Total passengers - the total of enplaned and deplaned passengers at SLN
- * Passenger numbers reported are unaudited by SKW and subject to change

Source: SkyWest Monthly Activity Report (Rev/Non-Rev Pax)

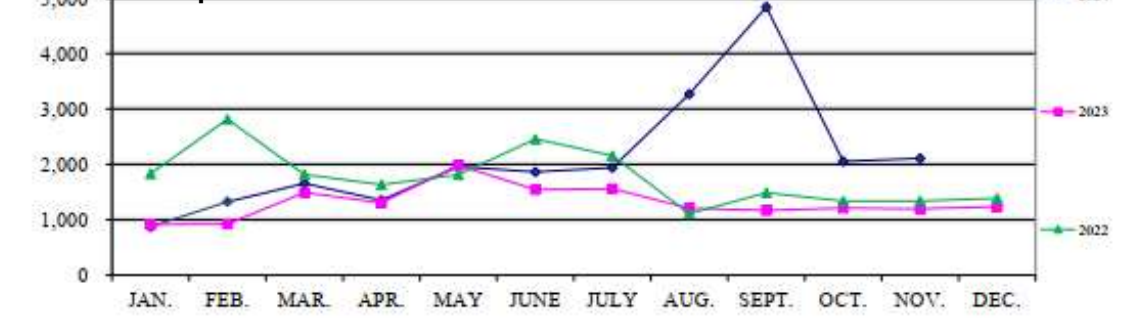
Air Traffic



Fuel Flowage



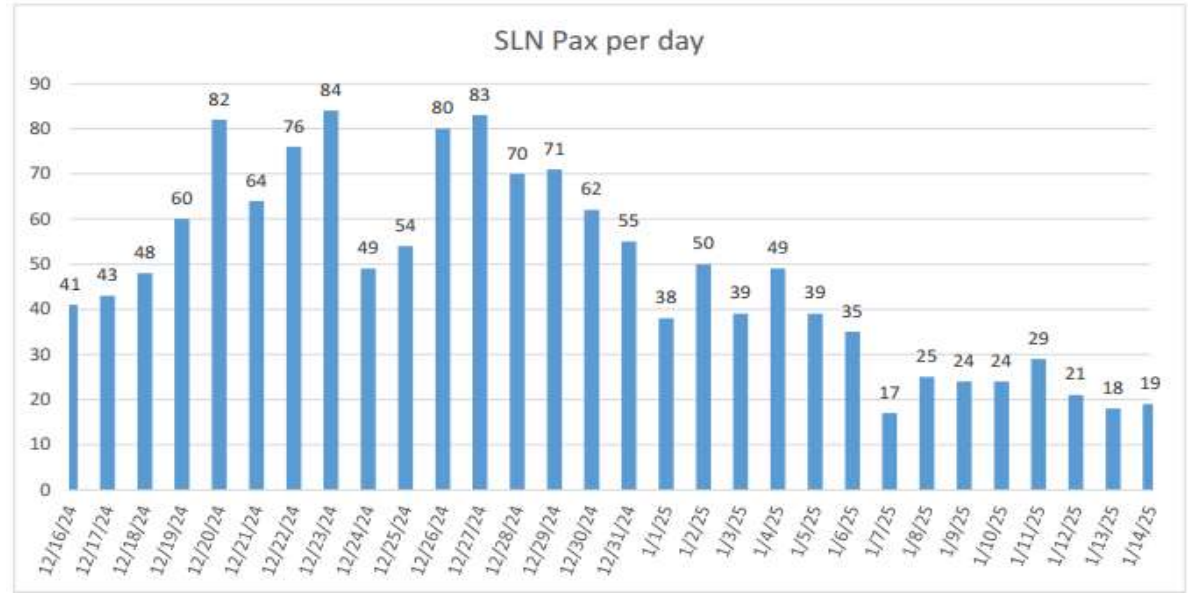
Enplanements



November 2024 Activity Reports

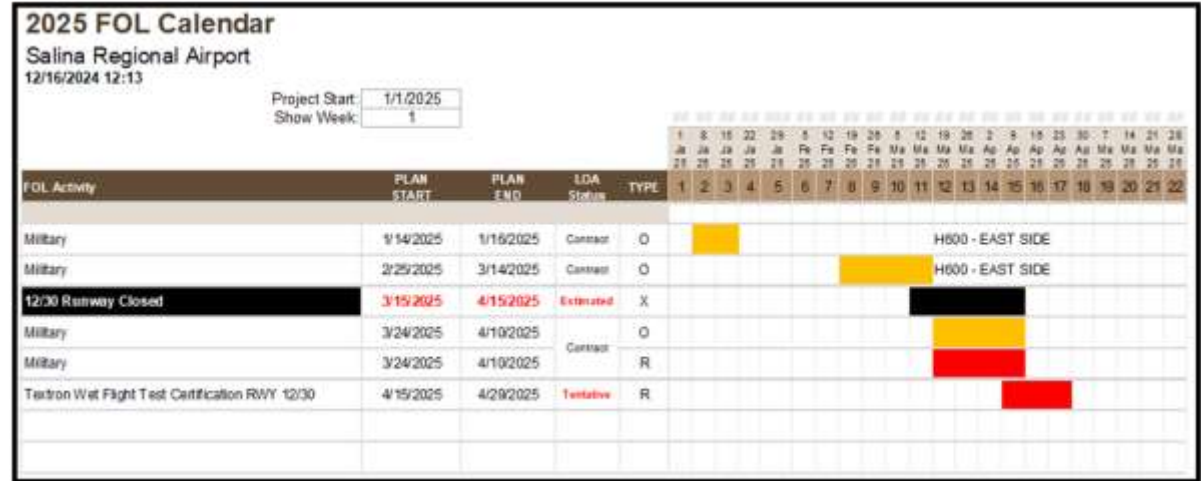


2024 SkyWest Airlines														
Advance Bookings - Enplanements														
Pax Comparison (DEN and ORD)														
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	12/16	12/17	12/18	12/19	12/20	12/21	12/22	12/23	12/24	12/25	12/26	12/27	12/28	12/29
DEN	34	35	36	32	45	40	40	44	42	39	36	42	37	35
ORD	7	8	12	28	37	24	36	40	7	15	44	41	33	36
Total SLN Pax per day	41	43	48	60	82	64	76	84	49	54	80	83	70	71
SLN Load Factor	41%	43%	48%	60%	82%	64%	76%	84%	49%	54%	80%	83%	70%	71%
Total Load Factor (100 seats/day)														



SAA Schedule - January 2025

Flight Departure times				
1/1/2025 - 1/7/2025	DEN	6:25 a.m.	ORD	6:16 p.m.
1/8/2025 - 1/31/2025	DEN	6:25 a.m.	ORD	10:10 a.m.
Flight Arrival times				
1/1/2025 - 1/6/2025	ORD	5:31 p.m.	DEN	6:38 p.m.
		5:46 p.m.		
1/7/2025 only	ORD X 2	6:26 p.m.	DEN	7:23 p.m.
1/8/2025 - 1/31/2025	ORD	6:26 p.m.	DEN	7:23 p.m.





NOVEMBER 2024

FINANCIAL STATEMENTS

Prepared 12/15/2024

NOVEMBER 2024

FINANCIAL STATEMENTS

Prepared 12/15/2024

Moody's Credit Opinion -
Salina Airport Authority, KS /
8 May 2023

Salina Airport Authority
Statement of Net Position Prev Year Comparison

12/15/2024

As of November 30, 2024

	<u>Nov 30, 24</u>	<u>Oct 31, 24</u>	<u>\$ Change</u>	<u>Nov 30, 23</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS						
Current Assets						
Total Checking/Savings	5,249,568	5,085,147	164,421	9,667,321	-4,417,753	-46%
Total Accounts Receivable	126,875	252,222	-125,347	141,367	-14,492	-10%
Total Other Current Assets	1,078,864	1,094,938	-16,074	831,995	246,869	30%
Total Current Assets	<u>6,455,307</u>	<u>6,432,307</u>	<u>23,000</u>	<u>10,640,683</u>	<u>-4,185,376</u>	<u>-39%</u>
Total Fixed Assets	<u>63,773,450</u>	<u>62,214,199</u>	<u>1,559,251</u>	<u>52,286,905</u>	<u>11,486,545</u>	<u>22%</u>
Total Other Assets	<u>5,509,217</u>	<u>5,509,217</u>	<u>0</u>	<u>4,157,749</u>	<u>1,351,468</u>	<u>33%</u>
TOTAL ASSETS	<u><u>75,737,974</u></u>	<u><u>74,155,723</u></u>	<u><u>1,582,251</u></u>	<u><u>67,085,337</u></u>	<u><u>8,652,637</u></u>	<u><u>13%</u></u>
LIABILITIES & EQUITY						
Liabilities						
Total Current Liabilities	9,850,226	8,307,286	1,542,940	4,155,247	5,694,979	137%
Total Long Term Liabilities	35,985,800	35,984,963	837	35,960,186	25,614	0%
Total Liabilities	<u>45,836,026</u>	<u>44,292,249</u>	<u>1,543,777</u>	<u>40,115,433</u>	<u>5,720,593</u>	<u>14%</u>
Total Equity	<u>29,901,948</u>	<u>29,863,474</u>	<u>38,474</u>	<u>26,969,904</u>	<u>2,932,044</u>	<u>11%</u>
TOTAL LIABILITIES & EQUITY	<u><u>75,737,974</u></u>	<u><u>74,155,723</u></u>	<u><u>1,582,251</u></u>	<u><u>67,085,337</u></u>	<u><u>8,652,637</u></u>	<u><u>13%</u></u>

Salina Airport Authority
Profit & Loss Prev Year Comparison
 January through November 2024

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12/15/2024

Accrual Basis

	<u>Jan - Nov 24</u>	<u>Jan - Nov 23</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
Total Airfield revenue	1,519,551	1,264,722	254,829	20%
Total Building and land rent	1,646,938	1,661,428	-14,490	-1%
Total Other revenue	166,297	105,527	60,770	58%
Total Income	<u>3,332,786</u>	<u>3,031,677</u>	<u>301,109</u>	<u>10%</u>
Gross Profit	<u>3,332,786</u>	<u>3,031,677</u>	<u>301,109</u>	<u>10%</u>
Expense				
Total Administrative expenses	1,940,159	1,818,991	121,168	7%
Total Maintenance expenses	1,106,277	950,834	155,443	16%
Uncategorized Expenses	0	0	0	0%
Total Expense	<u>3,046,436</u>	<u>2,769,825</u>	<u>276,611</u>	<u>10%</u>
Net Ordinary Income	<u>286,350</u>	<u>261,852</u>	<u>24,498</u>	<u>9%</u>
Other Income/Expense				
Total Other Income	8,288,096	3,538,222	4,749,874	134%
Other Expense				
Total Other Expense	<u>5,133,549</u>	<u>3,451,262</u>	<u>1,682,287</u>	<u>49%</u>
Net Other Income	<u>3,154,547</u>	<u>86,960</u>	<u>3,067,587</u>	<u>3,528%</u>
Net Income	<u><u>3,440,897</u></u>	<u><u>348,812</u></u>	<u><u>3,092,085</u></u>	<u><u>886%</u></u>

Salina Airport Authority
Capital Additions Budget vs. Actual
 As of November 30, 2024

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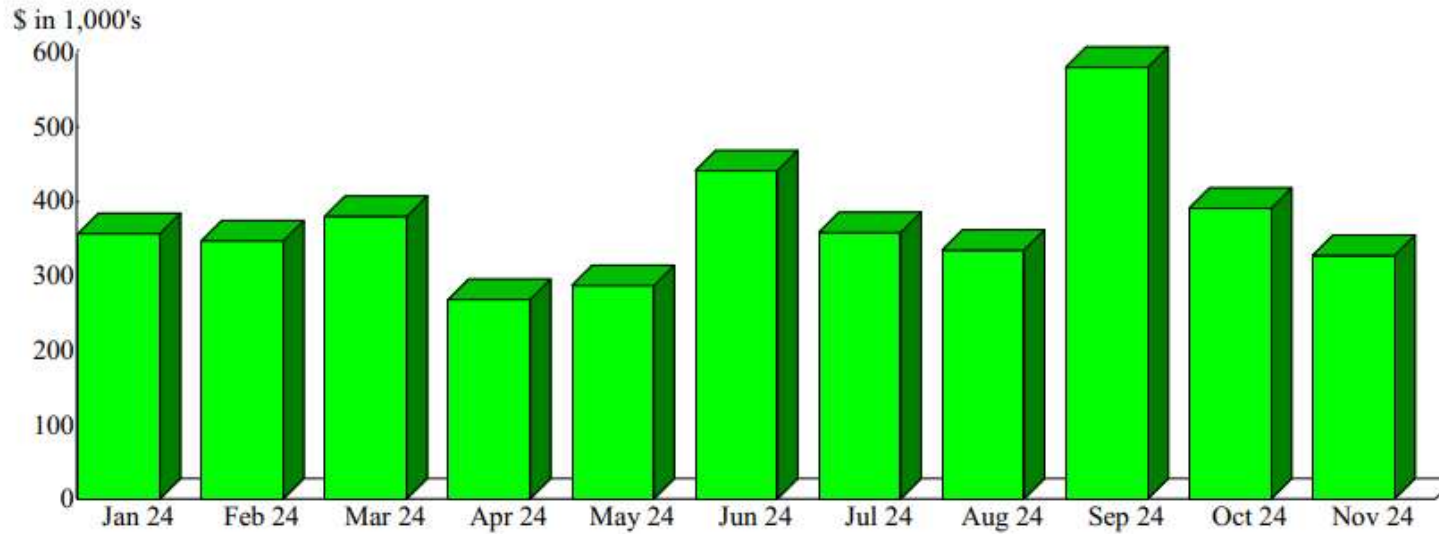
12/15/2024

Accrual Basis

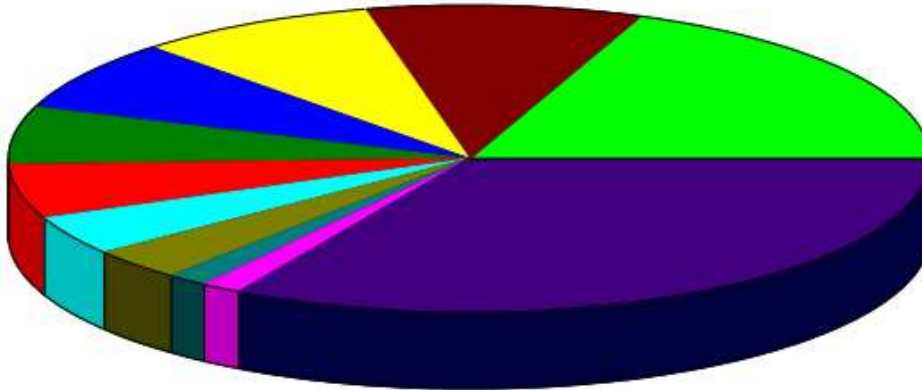
	Nov 24	Jan - Nov 24	Annual Budget	+/- Annual Budget	% of Annual Budget
ASSETS					
Fixed Assets					
Fixed assets at cost					
Total Buildings & Improvements	124	3,599,383	4,448,100	-848,717	81%
Total Equipment	18,852	376,662	1,880,500	-1,503,838	20%
Total Land	107	426,971	925,000	-498,029	46%
Total Fixed assets at cost	1,809,251	14,034,495	25,763,002	-11,728,507	54%

Sales by Month
January through November 2024

Dollar Sales



Sales Summary
January through November 2024

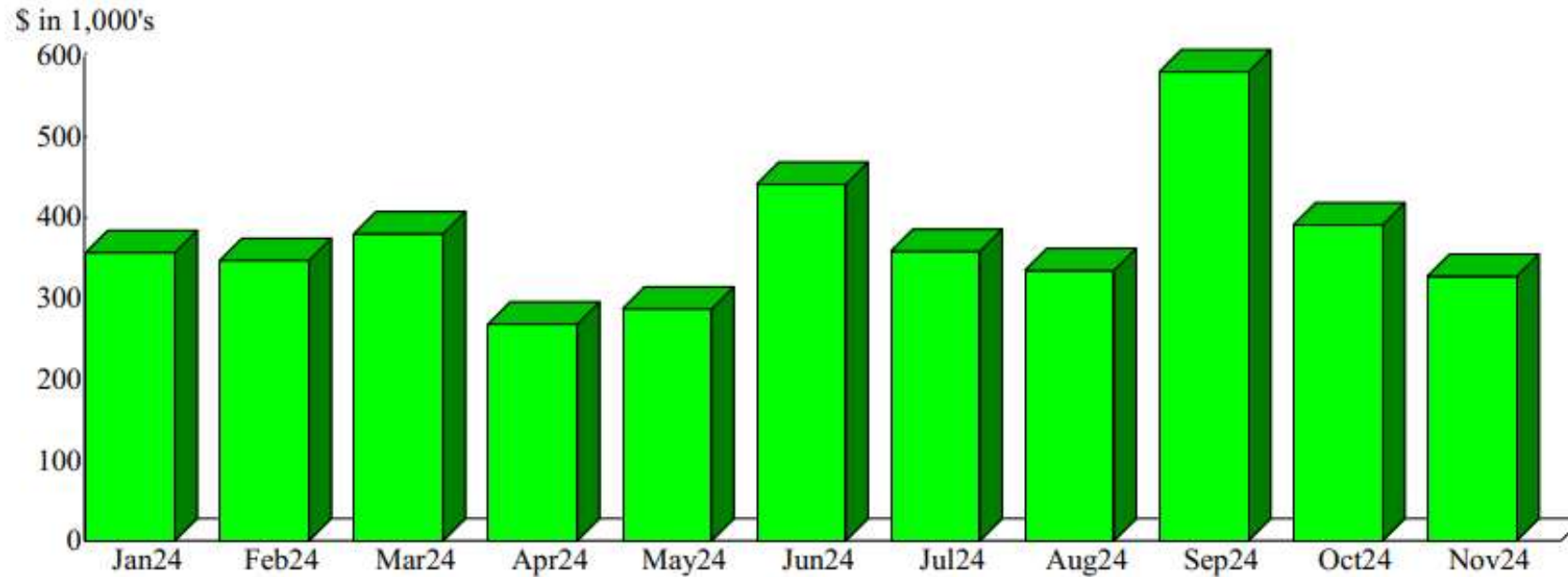


1 Vision Aviation, PLLC	19.09%
Saline County	9.85
Avflight Salina	8.54
Kansas Erosion Products, LLC.	7.58
Stryten Salina, LLC	6.11
City of Salina, KS	5.75
K-State Salina	4.18
Universal Forest Products (UFP)	3.39
Durham School Service, L.P.	1.52
AFSOC	1.46
Other	32.54
Total	\$4,060,573.57

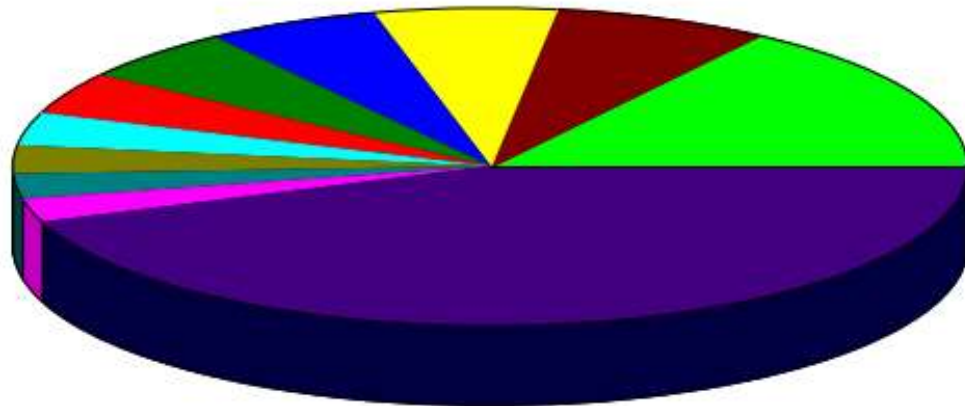
By Customer

Sales by Month
January through November 2024

Dollar Sales



Sales Summary
January through November 2024



Air Service Grant (Air Service Grant)	15.60%
H-00959-1 (Hangar Facility H959 - 2044 S	7.42
H-0606-3 (Hangar 606, 2630 Arnold Court	6.28
B-01021 (Building #1021 located at 3600	5.93
B-00655-3 (Bldg. #655 (96,611 SF) - 2656	5.45
FFF-Avflight Salina (Fuel Flowage Fee @	4.42
H-0600-4 (Hangar 600 - 2720 Arnold Court	3.40
B-00620-1 (Building #620 (30,000 SF) an	2.96
H-0626-1 (Hangar 626 Rental, 2625 Arnold	2.59
H-0600-1 (Hangar 600 - 20,217 sq. ft.)	2.48
Other	43.49
Total	\$4,060,573.57



ACTION ITEMS:

- Consideration of an Airport Use Lease Agreement with Nex-Tech, LLC for use of the SAA Communication Tower.
- Consideration of a Contract of Purchase of Ground Improvements from Central States Enterprises, LLC.
- Consideration of a Termination Agreement of a Ground Lease with Central States Enterprises, LLC.
- Review of the 2025 SAA Property/Liability Insurance Renewals
- Consideration and approval of the 2025 SAA Budget.

Consideration of
an Airport Use
Lease
Agreement
*Nex-Tech Lease of
SAA Communications
Tower*

Shelli Swanson, C.M.

Term

- January 1, 2025, through December 31, 2027

Rental

- **Basic Rental:** \$400 per month
- **Additional Rental:** Reimbursement of direct costs incurred by SAA due to Nex-Tech operations

Tenant

- **Responsibilities:** Installation, maintenance, and operation of equipment; utilities; compliance with FCC/FAA regulations; prevention of interference; and remediation of damages caused by tenant activities

SAA

- **Responsibilities:** Maintenance of power supply and ensuring no interference from SAA equipment

Consideration of a Contract of Purchase of Ground Improvements from Central States Enterprises, LLC.

Shelli Swanson, C.M.



Property

Seller agrees to sell, and Buyer agrees to purchase the Improvements located upon the Real Estate....

Seller owns improvements constructed on the Real Estate in the form of an aircraft storage hangar consisting of 9,446 square feet, more or less; a 12,000 gallon underground storage fuel tank; and a small metal building with a fuel dispenser monitored by a Veeder-Root console. (the "Improvements")



Purchase Price

The Purchase Price for the Improvements shall be the sum of Four Hundred Fifty Thousand Dollars and no/100 (\$450,000.00)



Payment Expenses

Seller

- (a) Seller's legal fees.
- (b) One-half of closing fee.

Buyer

- (a) Cost of preparation of contract and bill of sale.
- (b) Cost of title certificate.
- (c) One-half of closing fee.



Consideration of a Termination Agreement of a Ground Lease with Central States Enterprises, LLC.

Shelli Swanson, C.M.

Effective Date

- The lease is canceled effective midnight, January 31, 2025.

Payments:

- CSE will settle all rental obligations through the termination date.

Property Description

- The ground lease covers 34,677.6 square feet on which the hangar and other improvements are located.

Mutual Agreement

- Both parties mutually agree to terminate the lease and release each other from further obligations

Integration with Purchase

- The lease termination is connected to SAA's separate agreement to purchase the property improvements owned by CSE for \$450,000.

3148 ARNOLD AVE

Review of the 2025 SAA Property/Liability Insurance Renewals

Pieter Miller, C.M.
Shelli Swanson, C.M.



SALINA AIRPORT AUTHORITY					
	Expiring 2024-2025	Expiring rates at renewal exposures	Renewal 2025-2026	Apples-to-apples Rate change	\$ difference
General liability	\$5,830	\$5,830	\$6,254	7%	\$424
Exposure (fueling — annual gallonage)	2,300,000	2,040,000	2,040,000	-11%	-260,000
Rate per 1,000 gallons	2.535	2.838	3.066		
Property	\$207,657	\$230,530		-100%	-\$230,530
Exposure (TV)	\$80,142,570	\$88,969,993	\$88,969,993	11%	\$8,827,423
Rate per \$100	0.259	0.259	-		
Inland marine	\$8,895	\$9,226	\$9,178	-1%	-\$48
Exposure (total scheduled value)	\$1,847,915	\$1,916,748	\$1,916,748	4%	\$68,833
Rate per \$100	0.481	0.481	0.479		
Auto	\$44,759	\$44,759	\$41,946	-6%	-\$2,813
Exposure (no. of vehicles)	25	25	25	0%	0
Rate per vehicle	1,790	1,790	1,678		
Cyber	\$6,005	\$6,182	\$5,995	-3%	-\$187
Exposure (revenue — most recent 12 mos)	\$3,400,000	\$3,500,000	\$3,500,000	3%	\$100,000
Rate per \$1,000 revenue	1.766	1.766	1.713		
Workers' compensation	\$8,339	\$9,222	\$9,009	-2%	-\$213
Exposure payroll	\$914,565	\$1,011,407	\$1,011,407	11%	\$96,842
Rate per \$100 payroll	0.912	0.912	0.891		
Crime	\$1,276	\$1,276	\$1,276	0%	\$0
Exposure (no. of employees)	17	17	17	0%	0
Rate per employee	75	75	75		
Executive risk/public officials liability	\$5,271	\$5,271	\$8,560	62%	\$3,289
Exposure (no. of employees)	17	17	17	0%	0
Rate per employee	310	310	504		
Underground storage tank	\$1,920	\$1,920	\$2,304	20%	\$384
Exposure (no. of tanks)	12	12	12	0%	0
Rate per tank	160	160	192		
Aboveground storage tank 11/23/24			\$2,552		
Exposure (no. of tanks)			6		
Rate per tank			425		
Total premium	\$289,952	\$314,216	\$87,074	-72%	-\$227,142
Commission deletion	-\$10,393	-\$10,549	-\$10,702	1%	-\$153
Lockton fee	\$20,000	\$20,000	\$19,000	-5%	-\$1,000
Carrier fees and taxes	\$739	\$939	\$739	-21%	-\$200
GRAND TOTAL	\$300,298	\$324,606	\$96,111	-70%	-\$228,495



SALINA Airport
Authority
2025 BUDGET SUMMARY

12/2/2025								
	2022 Actual	2023 Actual	2024 Budget	2024 Projected Actual	2025 Budget	2024/2025 Budget		
							+/-	%
Operating Income								
Airfield revenue								
Fuel Flowage Fees	\$ 213,067	\$ 188,330	\$ 205,000	\$ 210,000	\$ 215,000	\$ 10,000	4.9%	
Hanqar rent	976,846	1,080,230	1,145,000	1,285,000	1,300,000	155,000	13.5%	
Landing fees	39,249	25,866	31,000	60,000	40,000	9,000	29.0%	
Ramp rent	66,254	75,892	68,500	75,000	76,500	8,000	11.7%	
Total Airfield revenue	1,295,416	1,370,318	1,449,500	1,630,000	1,631,500	182,000	12.6%	
Building and land rent								
Agri land rent	63,863	67,120	71,000	64,000	58,500	-12,500	-17.6%	
Building rents	1,368,488	1,437,609	1,505,000	1,450,000	1,460,000	-45,000	-3.0%	
Land rent	245,650	264,481	245,000	265,000	270,000	25,000	10.2%	
Tank rent	14,641	14,898	20,000	16,000	78,000	58,000	290.0%	
Total Building and land rent	1,692,642	1,784,108	1,841,000	1,795,000	1,866,500	25,500	1.4%	
Other revenue								
Airport Promotion	20,000	20,000	20,000	20,000	20,000	0	0.0%	
Commissions	26,619	31,750	25,000	30,000	32,000	7,000	28.0%	
Other income	83,899	58,778	75,000	140,000	100,000	25,000	33.3%	
Total Other revenue	130,518	110,528	120,000	190,000	152,000	32,000	26.7%	
Gross Operating Income	\$ 3,118,576	\$ 3,264,954	\$ 3,410,500	\$ 3,615,000	\$ 3,650,000	\$ 239,500	7.02%	



Consideration and approval of 2025 SAA Budget

Pieter Miller, C.M.
 Shelli Swanson, C.M.



Operating Expense							
Administrative expenses							
A/E, consultants, brokers	89,315	70,573	85,000	90,000	86,500	1,500	1.8%
Airport promotion	254,191	279,899	255,000	254,990	256,800	1,800	0.7%
Bad Debt Expense	-	-	5,000	620	5,000	-	0.0%
Computer/Network Admin.	40,734	48,190	55,000	51,000	70,000	15,000	27.3%
Dues and subscriptions	34,724	27,152	30,000	30,000	40,000	10,000	33.3%
Employee retirement	142,507	166,625	117,354	120,500	120,000	2,646	2.3%
FICA and medicare tax expense	72,480	79,111	86,000	89,000	87,000	1,000	1.2%
Industrial development	57,500	57,500	60,000	60,000	65,000	5,000	8.3%
Insurance, property/liability	198,527	201,689	240,000	235,000	258,500	18,500	7.7%
Insurance, medical	217,830	218,263	244,000	250,000	275,000	31,000	12.7%
Kansas unemployment tax	978	1,080	1,000	1,000	1,000	-	0.0%
Legal and accounting	58,383	54,532	61,000	50,000	75,000	14,000	23.0%
Office salaries	615,897	693,164	671,000	700,000	685,000	14,000	2.1%
Office Supplies	11,015	7,605	10,500	12,000	12,500	2,000	19.0%
Other administrative expense	12,646	12,452	15,000	18,000	20,000	5,000	33.3%
Postage	1,503	1,650	2,000	1,150	1,500	(500)	-25.0%
Property appraisal expense	-	-	-	-	-	-	0.0%
Property tax expense	147,174	167,760	150,000	169,839	180,000	30,000	20.0%
Special Events	1,554	1,099	2,000	15,000	10,000	8,000	400.0%
Telephone	21,287	18,656	28,500	19,150	20,000	(8,500)	-29.8%
Training	7,970	5,464	12,000	4,400	10,000	(2,000)	-16.7%
Travel and meetings	13,709	6,055	15,000	13,585	15,000	-	0.0%
Total Administrative expenses	\$ 1,999,924	\$ 2,118,519	\$ 2,145,354	\$ 2,185,234	\$ 2,293,800	\$ 148,446	6.92%
Maintenance expenses							
Airfield maintenance	56,476	51,436	52,500	80,000	65,000	12,500	23.8%
Airport Security	377	1,648	2,600	1,735	3,000	400	15.4%
Building maintenance	230,196	204,372	200,000	270,870	260,000	60,000	30.0%
Equipment fuel and repairs	84,585	86,366	90,000	128,460	115,000	25,000	27.8%
Fire Services	21,018	19,646	35,000	20,575	22,500	-12,500	-35.7%
Grounds maintenance	17,687	14,980	23,000	5,000	15,000	-8,000	-34.8%
Maintenance salaries	383,515	416,893	470,000	457,500	460,000	-10,000	-2.1%
Other maintenance expenses	26,463	19,349	22,500	22,000	23,000	500	2.2%
Snow removal expense	22,135	5,494	22,500	2,780	25,000	2,500	11.1%
Utilities	293,787	217,182	290,000	245,000	262,150	-27,850	-9.6%
Total Maintenance expenses	1,136,239	1,037,366	1,208,100	1,233,920	1,250,650	42,550	3.5%
Total Expense	3,136,163	3,155,885	3,353,454	3,419,154	3,544,450	190,996	5.7%
Total Operating Net Before Depreciation	\$ (17,587)	\$ 109,069	\$ 57,046	\$ 195,846	\$ 105,550	\$ 48,504	85.0%

Staff Reports

Pieter Miller, C.M.



- Project 80 Update
- Fuel Farm Update



DIRECTORS' FORUM

STEPHANIE CARLIN, CHAIR



Visitor's Questions and Comments

Stephanie Carlin, Chair

Announcements

Kasey Windhorst
Business and Communications Manager

Vision	Mission
Charting the course for global success.	To be a trusted global leader propelling economic growth for aerospace, business, industry, and military by strengthening partnerships.
Values	Goals
Safety Trust Adaptability Rooted in Community Success	Continue building on the 2023 priorities and 2024 Goals

Board Meetings -

- Wednesday, January 15, 2025, 8:00 a.m. Regular
- Wednesday, February 19, 2025, 8:00 a.m. Regular
- Wednesday, March 19, 2025, 8:00 a.m. Regular





Executive Session

Stephanie Carlin, Chair

Airport Authority board action following the executive session may or may not occur.

Signature Items

Airport Use Lease Agreement

- Chair
- Secretary

Contract of Purchase

- Chair

Bill of Sale

- Chair

Termination Agreement

- Chair
- Board Clerk



Adjournment
Stephanie Carlin, Chair

