

**MINUTES OF THE REGULAR MEETING
OF THE SALINA AIRPORT AUTHORITY BOARD OF DIRECTORS
APRIL 16, 2025
HANGAR 600, ROOM 100**

Call to Order

Chair Boos called the board meeting to order at 8:00 a.m. and confirmed that a quorum was present. Business and Communications Manager Kasey Windhorst confirmed that the board meeting notice and packet were published and distributed on Friday, April 11, 2025.

Attendance

Directors Boos, Roberg, O'Brien, Commerford and Bunns attended in person. Attending in person were Executive Director Pieter Miller; 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. Guests in attendance: Lindsey Dreiling, Dreiling Aviation; Mitch Robinson, Salina Community Economic Development Organization; Jim Weese, Saline County Commissioner. Guests in attendance remotely (VTC): Eric Brown, Hutton; Trent Davis, City of Salina; Ken Weishaar, Director of Kansas National Guard Public Works, James Tubach, KSARNG Plans and Programming Branch Chief, and Jared Worley, 1-108th Battalion Command Sergeant Major Kansas National Guard.

Agenda

Executive Director Miller reviewed the agenda items, noting that item 11 would be an informational item rather than an action item before the board. Item 12 is removed from the agenda, to be presented to the board at a later date.

Minutes

Director Commerford moved to accept the March 19, 2025 regular board meeting minutes and the March 24, 2025 SCEDO annual partner meeting minutes as presented. Director Roberg seconded the motion. Motion passed 5-0.

Airport Activity

Miller provided the monthly airport activity statistics to the board. Air Traffic Control Tower (ATCT) recorded 6,737 operations in March 2025 (12% increase over March 2024). First quarter operations totaled 17, 073, which was slightly higher than the 2024 first quarter total of 16,704. Fuel flowage was up 55% year-over-year, due to military operations, commercial activity, and general aviation demand. Year-to-date fuel sales reached 703,889 gallons compared to 453,894 in 2024. SkyWest enplaned a total of 2,002 passengers during the month of March. During the first quarter of 2025, 9,441 passengers were recorded over the previous year's first quarter total of 3,854. Miller highlighted the bookings for the new Houston flights beginning May 2, 2025.

Financial Review

Swanson reviewed the March 2025 financials. Unrestricted cash in bank is \$1,751,365 (Operating funds less security deposits returnable), up \$682,381 from February, due to reimbursements following the closing of the 2025 GO Temporary Notes. Restricted funds include the bond funds, rising to \$8.29M, primarily from the March 25 closing of the 2025-1 and 2025-2 GO Temporary Notes, which are funding Project 80 (\$6M), Hangar 125 Acquisition (\$460K), and MRO development at Hangar 959 (\$2M); AIM Center Cash, which reflects disbursements through February to a balance of \$1.46M; Mill Levy Funds increased to \$2.62M, reflecting updated receipts; Total Cash in Bank stands at \$14.28M, a 123% increase compared to February and up 7% YoY, driven by bond proceeds.

Noting revenue activity, Swanson reported that Operating income increased 32% YoY, with total income YTD at \$1.07M, exceeding the budget by 17%. Airfield Revenue is up 58% YoY, totaling \$524,732 YTD. Building and Land Rent increased 8% YoY to \$476,335 and tank rent increased 405% due to the new fuel farm. Operating expenses were up 5% over the first quarter of 2024, with maintenance costs up by 19%, and a significant expenditure on marketing the IAH flights. YTD Net Ordinary Income improved significantly to \$172,433, compared to a -\$44,918 loss at this time last year.

Swanson reviewed the economic impact of the recently completed Jaded Thunder 25.1 exercise, noting that 875 people were on site, using 90 rental cars and occupying 700 hotel rooms,

accounting for \$3.7M in direct funds to the community. Director Boos instructed staff to file the financials for audit.

STARS Lines of Effort 1st Quarter 2025 Update

Miller presented the first quarter update on the STARS Lines of Effort for 2025. The current list of projects was reviewed, highlighting the status of runway 12/30 rehab project, Salina West airfield development of 300 acres, Project AAERO, Hangar 626 completion, website update, and terminal parking lot design.

Quarterly financial 10-year trend and capital improvement history

Swanson presented the Airport Authority's 10-year financial trend analysis for Q1 2025, noting that the trend is positive and toward growth. The report included 2016 – 2025 data.

Kansas Army National Guard AASF Salina West Update

In consideration of the guests in attendance, Miller requested that the board progress to agenda item 11.

Miller presented an overview of the project with the Kansas Army National Guard (KSARNG) for approximately 100 acres located in the SLN West development area. The lease outlines the long-term use of the property for the development and operation of Army Aviation Support Facility (AASF) #2 and an Armed Forces Reserve Center (AFRC).

Weishaar discussed KSARNG's future plans for the site, which may include additional military facilities such as a new Salina Readiness Center, an Unspecified Minor Military Construction (UMMC) project, and a Close-In Training Area (CITA). Staff also outlined SAA's responsibilities for updating the Airport Master Plan, supporting infrastructure development, and maintaining the site until construction begins. Construction is currently targeted for FY 2032 but historically, ready projects have the opportunity to move forward as funding becomes available.

RMA Engineering Lease Agreement for Hangar 125

Swanson reviewed the lease agreement for Hangar 125, noting that the tenant is moving from a current leased facility (H506-2) at SLN to a larger hangar. The proposed lease for Hangar 125 has a primary term of ten (10) years, effective May 1, 2025, through April 30, 2035, with two (2) additional ten-year renewal options. Monthly base rent is set at \$4,500, with biennial adjustments based on changes to the U.S. Consumer Price Index (CPI). The lease includes a \$4,500 security deposit and provides that RMA will be responsible for applicable taxes, insurance, utilities, and maintenance. Director O'Brien moved to approve the lease agreement with RMA Engineering LLC for Hangar 125 and authorize Chair Boos to execute the agreement. Director Bunn seconded the motion. The vote carried 5 – 0.

RMA Lease Termination Agreement for Hangar 506

Swanson presented the lease termination agreement for Hangar 506-2, located at 2010-A Kneubuhl Ct., for RMA, supporting their move to Hangar 125. Under the terms of the proposed termination agreement, RMA will vacate and return the premises to the Authority by April 30, 2025. The release of this facility reflects the Authority's ongoing commitment to aligning tenant needs with available facilities, maximizing operational efficiency and asset utilization across the airfield.

Director Roberg moved to approve the Lease Termination Agreement with RMA Engineering LLC for Hangar 506-2, effective April 30, 2025, and authorized Chair Boos to execute the agreement. Director O'Brien made the second. The motion carried unanimously.

AIP Terminal Building Construction Change Order

Cunningham presented the change order to the board for review. The anticipated change order is for installing the new fire service line and drain line for the fire riser room. Director O'Brien moved

to approve Change Order #1 from Icon Structures for installation of a 6" fire service line and 4" sanitary sewer line in the amount of \$39,770.58 and authorized the executive director to sign the change order, Director Commerford seconded the motion. The vote was 5 – 0.

Update to the 2025 Budget Other Income Fee Schedule

Swanson presented to the board a review of the current fees associated with credit card transactions between the airport and customers. In 2025, the airport is on pace to incur approximately \$35,600 in credit card processing fees. Local governments and airport operators are transitioning to passing credit card fees to the customer. Notably, the City of Salina currently passes through such fees. Swanson provided alternate options for the board as well.

Director O'Brien moved to postpone to a later date the topic of updating the 2025 Fee Schedule. Director Bunn seconded the motion. The motion passed unanimously.

Strategic Planning Session Date Selection

Miller polled the board and confirmed that a quorum is available on Thursday, May 29, 2025, 8:00 a.m. – 12:00 p.m. for the SAA Strategic Planning session. The meeting will be held at H600, Room 100.

Staff Reports:

Terminal Building Update

Cunningham reported that construction is proceeding as planned. He noted that the contractors are maintaining a clean worksite and executing the project efficiently.

Website Update

Miller noted that the team's project kick-off meeting was held at the end of February. The board will see the project's progress in July or August, with the goal of the website to be live in October.

Executive Session

Director Boos moved that the board recess into executive session at 9:41 a.m. for fifteen (15) minutes to discuss with legal counsel the subject of legal considerations and points of negotiation relating to MRO hangar development based upon the need for consultation with an attorney for the public body which would be deemed privileged in the attorney client relationship pursuant to K.S.A. 75-4319(b)(2). The open meeting will resume in this room at 9:56 a.m.

Director Roberg seconded the motion. The vote passed unanimously.

The open meeting resumed at 9:56 a.m.

Director Boos moved that the board extend the executive session at 9:56 a.m. for ten (10) minutes to discuss with legal counsel the subject of legal considerations and points of negotiation relating to MRO hangar development based upon the need for consultation with an attorney for the public body which would be deemed privileged in the attorney client relationship pursuant to K.S.A. 75-4319(b)(2). The open meeting will resume in this room at 10:06 a.m.

Director Roberg seconded the motion. The vote passed unanimously.

The open meeting resumed at 10:06 a.m.

Director Boos moved that the board recess into executive session at 10:07 a.m. for fifteen (15) minutes to discuss the subject of confidential proprietary information relating to a corporation based upon the need to discuss data relating to financial affairs of corporations, partnerships, trusts, and individual proprietorship pursuant to KSA 75 4319. The open meeting will resume in this room at 10:22 a.m.

Director Commerford seconded the motion. The vote passed 5 – 0.

The open meeting resumed at 10:22 a.m.

Announcements

Windhorst provided the dates for the upcoming board meeting and reminded members of the next AIM Center graduation as well as IAH inaugural flight activities.

Director Commerford moved to adjourn; Director Roberg seconded the motion. Motion carried 5 – 0.

The meeting adjourned at 10:27 a.m.

Minutes approved at the May 21, 2025, board meeting.

Kasey L. Windhorst, Board Clerk

(SEAL)