Salina Airport Authority Board of Directors

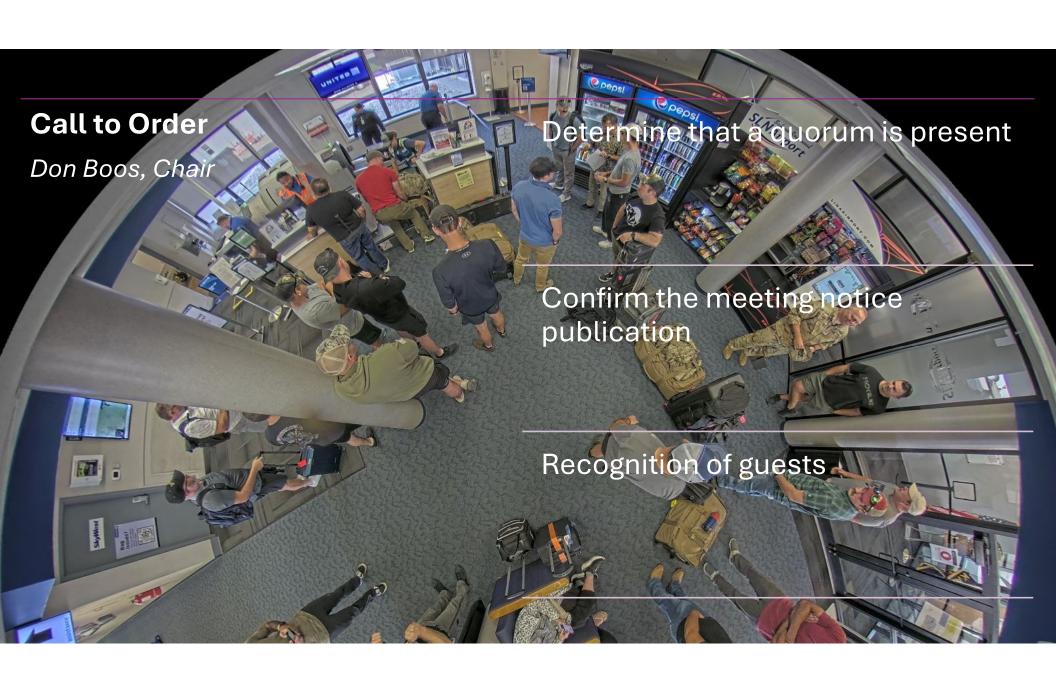
Regular Meeting





Wednesday, August 20, 2025

Charting the course for global success.





Approval

Minutes of July 16, 2025



Review

Airport Activity
Financial Reports
SAA's Q2 Trend Analysis and
STARS Lines of Effort
2025-A Go Bond Financing
Plan



Consider Operations

Staffing/Organization Plan recommendations

2026 Mission Statement, Operating Plan & Goals, and Operating Revenue/Expense Budget

Purchase Card Program Credit Limit & Policy



Consider Agreements

Environmental Assessment Consultant Agreement with H.W. Lochner, Inc. for West Airfield Development

- Salina Auto Auction Consent to Assignment and Assumption of Lease
- Terminal Building Expansion Change Orders
- Hangar 125 tube heater replacement



Executive Session

Confidential proprietary information

 Airport Authority board action following the executive session is not expected to occur.





Safety

Hangar 125 Tube Heater Replacement – Agenda Item #15

Supports Safety by replacing outdated, non-repairable heating equipment with modern systems to maintain safe, functional working conditions for tenants and protect stored aircraft and equipment.

Trust

Review of the 2025-A GO Bond Financing Plan – Agenda Item #7

Builds Trust by openly presenting the long-term financing strategy for major capital projects, showing fiscal responsibility, and ensuring transparency in how bond proceeds will be used.

SAA Purchase Card Program Credit Limit & Policy – Agenda Item #10

Reinforces Trust through strong internal controls and clear policy guidelines to safeguard public funds, prevent misuse, and maintain accountability in purchasing practices.

Adaptability

2026 Mission Statement, Operating Plan & Goals – Agenda Item #8

Shows Adaptability by updating strategic goals to reflect evolving industry conditions, regulatory requirements, and growth opportunities while staying aligned with the SAA mission.

Staffing/Organization Plan Recommendations – Agenda Item #9

Fits Adaptability because it realigns roles, adds new positions, and strengthens succession planning to meet changing operational demands and future growth needs.

Rooted in Community

Salina Auto Auction Lease

Assignment or Sub-lease -

Agenda Item #12
Rooted in Community by supporting local business continuity and keeping airport facilities actively contributing to the regional economy.

Environmental Assessment Agreement with H.W. Lochner – Agenda Item #11

Fits Rooted in Community because the EA is a critical step in responsible land development, ensuring that growth at the West Airfield is environmentally sound and aligned with community and regulatory expectations.

Success

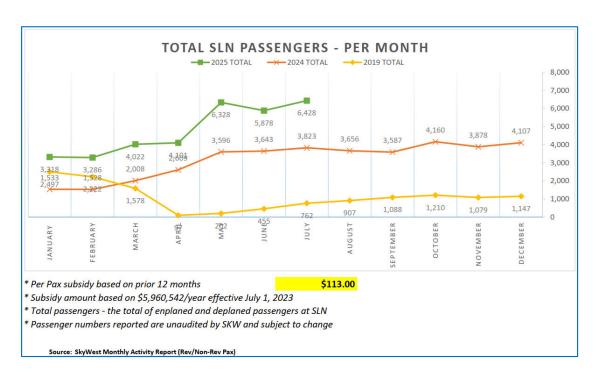
Q2 Trend Analysis and STARS Lines of Effort Review - Agenda

Highlights Success by documenting completed milestones and measurable progress in capital improvements, infrastructure projects, and operational enhancements that benefit the airport's long-term growth.



Airport Activity and Financial Reports

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



SALINA AIRPORT AUTHORITY AIRPORT ACTIVITY REPORT 2025

AIR TRAFFIC/ATCT

July, 2025 6,462 Operations
787 Instrument Operations
479 Peak Day

July. 2024 5,110 Operations 624 Instrument Operations 359 Peak Day

 January 2025 - July 2025
 39.948 Operations

 January 2024 - July 2024
 38.780 Operations

 January 2023 - July 2023
 50.043 Operations

FUEL FLOWAGE		KSU-S	Avflight Salina	Military/Gov't Portion	Station Portion
July, 2025	221,194 Gallons	8.696	212,498	43,122	291
July, 2024	187,920 Gallons	8,126	179,794	43,950	283
January 2025 - July 2025	1,616,169 Gallons	59,710	1,556,459	508,932	2.164
January 2024 - July 2024	1,147,584 Gallons	54.785	1.092.799	344,971	1.442
January 2023 - July 2023	1.177.215 Gallons	76,021	1,101,194	328,553	1,800

kyWest Airlines	ENPLANEMENTS	DEPLANEMENTS	TOTAL
uly, 2025	3,333 Passengers	3.095 Passengers	6.428
uly, 2024	1.939 Passengers	1.884 Passengers	3.823

 January 2025 - July 2025
 16.958 Passengers

 January 2024 - July 2024
 9.650 Passengers

 January 2023 - July 2023
 9.250 Passengers

ENPLANEMENTS - Charter Flights

 July, 2025
 0 Passengers

 July, 2024
 0 Passengers

 January 2025 - July 2025
 4,326 Passengers

 January 2024 - July 2024
 1,314 Passengers

 January 2023 - July 2023
 462 Passengers

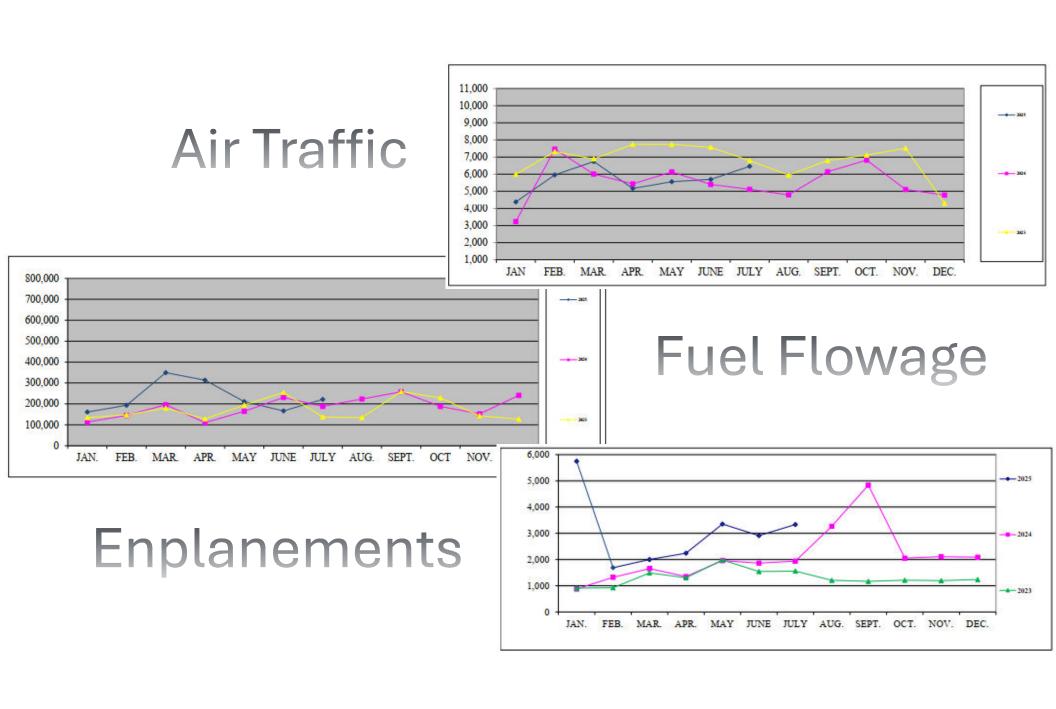
TOTAL ENPLANEMENTS - Scheduled Flights & Charter Flights July, 2025 3,333 Passengers

 July. 2024
 1.939 Passengers

 January 2025 - July 2025
 21.284 Passengers

 January 2024 - July 2024
 10.964 Passengers

 January 2023 - July 2023
 9.712 Passengers





Salina Airport Authority Statement of Net Position Prev Year Comparison

t of Net Position Prev Year Comparison 08/15/2025

As of July 31, 2025

	Jul 31, 25	Jun 30, 25	\$ Change	Jul 31, 24	\$ Change	% Change
ASSETS						
Current Assets						
Total Checking/Savings	11,633,379	10,484,916	1,148,463	10,602,774	1,030,605	10%
Total Accounts Receivable	90,413	37,631	52,782	207,790	-117,377	-56%
Total Other Current Assets	1,430,515	1,663,410	-232,895	1,455,362	-24,847	-2%
Total Current Assets	13,154,307	12,185,957	968,350	12,265,926	888,381	7%
Fixed Assets						
Total Fixed Assets	72,073,233	72,158,887	-85,654	58,653,365	13,419,868	23%
Total Other Assets	5,387,538	5,387,538	0	5,509,217	-121,679	-2%
TOTAL ASSETS	90,615,078	89,732,382	882,696	76,428,508	14,186,570	19%
LIABILITIES & EQUITY						
Liabilities						
Total Current Liabilities	11,454,290	13,869,986	-2,415,696	10,813,431	640,859	6%
Total Long Term Liabilities	44,564,517	44,609,984	-45,467	37,741,984	6,822,533	18%
Total Liabilities	56,018,807	58,479,970	-2,461,163	48,555,415	7,463,392	15%
Total Equity	34,596,268	31,252,409	3,343,859	27,873,092	6,723,176	24%
TOTAL LIABILITIES & EQUITY	90,615,078	89,732,382	882,696	76,428,507	14,186,571	19%

Salina Airport Authority Profit & Loss Prev Year Comparison

January through July 2025

3:16 PM 08/15/2025 Accrual Basis

	Jan - Jul 25	Jan - Jul 24	\$ Change	% Change
Ordinary Income/Expense				
Income				
Total Airfield revenue	1,184,174	841,657	342,517	419
Total Building and land rent	1,108,169	1,048,452	59,717	69
Total Other revenue	111,274	81,393	29,881	379
Total Income	2,403,617	1,971,502	432,115	229
Gross Profit	2,403,617	1,971,502	432,115	229
Expense				
Total Administrative expenses	1,280,296	1,258,160	22,136	29
Total Maintenance expenses	777,957	703,003	74,954	119
Uncategorized Expenses	0	0	0	0
Total Expense	2,058,253	1,961,163	97,090	59
Net Ordinary Income	345,364	10,339	335,025	3,240
Other Income/Expense				
Total Other Income	8,052,057	4,683,947	3,368,110	729
Total Other Expense	4,149,351	3,282,246	867,105	269
Net Other Income	3,902,706	1,401,701	2,501,005	1789
Income	4,248,070	1,412,040	2,836,030	2019

FINANCIAL

Salina Airport Authority
Capital Additions Budget vs. Actual

As of July 31, 2025

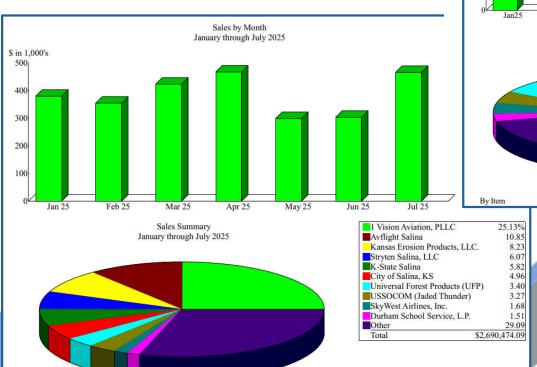
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08/15/2025

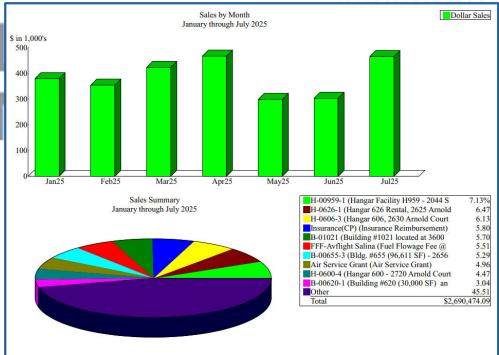
Accrual Basis

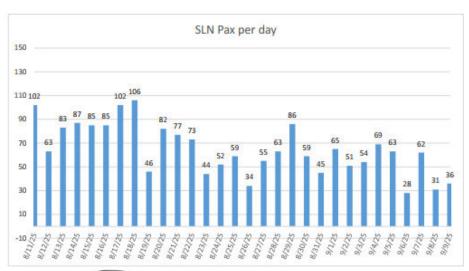
	Jul 25	Jan - Jul 25	Annual Budget	+/- Annual Budget	% of Annual Budget
ASSETS					\$0 ⁻
Fixed Assets					
Fixed assets at cost					
Total Airfeld	230,880	6,775,073	24,512,124	-17,737,051	28%
Total Buildings & Improvements	15,741	900,648	877,905	22,743	103%
Total Equipment	160	338,980	1,415,000	-1,076,020	24%
Total Land	900	2,552,288	5,630,000	-3,077,712	45%
Total Fixed assets at cost	247,681	10,566,989	32,435,029	-21,868,040	33%

FINANCIAI STATEMEI



By Customer





KSAL.co	om								
SUBURBAN APPLIANCE	8/19/25 - 8/31/25								
CENTER 1900 SOUTH HINTE, SALINA	Flight #	Departure	From	То	Arrival				
	DEN 5109	6:40 a.m.	SLN (Salina)	DEN (Denver)	7:05 a.m.				
"Flying Salina" Proving Popular	ORD 5118	9:30 a.m.	SLN (Salina)	ORD (Chicago)	11:34 a.m.				
by Todd Pittenger August 16, 2025	IAH 5069	11:20 a.m.	SLN (Salina)	IAH (Houston)	1:30 p.m.				
	ORD 5108	4:50 p.m.	ORD (Chicago)	SLN (Salina)	6:49 p.m.				
19 1.	IAH 5060	6:50 p.m.	IAH (Houston)	SLN (Salina)	8:58 p.m.				
The state of the s	DEN 5107	8:35 p.m.	DEN Denver	SLN (Salina)	10:59 p.m.				
	Same and the same	Section 1							

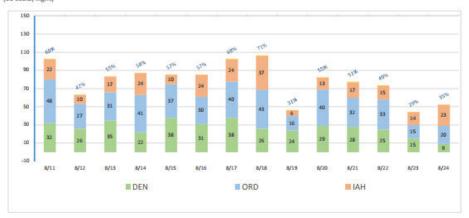


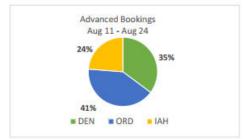
Passenger air service in and out of Salina, including the new Houston flights, continues to surpass expectations

According to information from the Salina Airport Authority, passenger activity remained robust in July, with 3,333 enplanements. That's a 72% increase over July 2024, and more than double the July 2023 total.

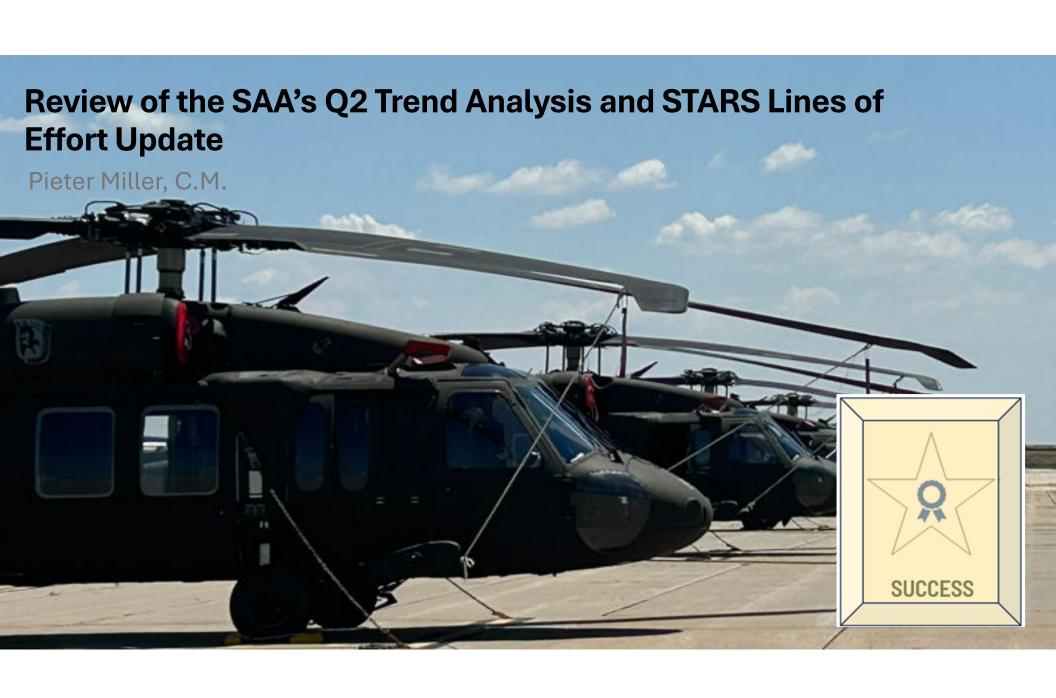
					2025	SkyWes	t Airline	s						
						ookings -								
				Pa	x Compa	rison (DEI	ORD an	d IAH)						
	Man													
	8/11	8/12	8/13	8/14	8/15	8/16	8/17	8/18	8/19	8/20	8/21	8/22	8/23	8/24
DEN	32	26	35	22	38	31	38	26	24	29	28	25	15	9
ORD	48	27	31	41	37	30	40	43	16	40	32	33	15	20
IAH	22	10	17	24	10	24	24	37	6	13	17	15	14	23
Total SLN Pax per day	102	63	83	87	85	85	102	106	46	82	77	73	44	52
IN Load Factor	6894	1794	5594	5894	5794	5.794	6894	7194	3194	5594	5194	4094	70%	359

Total Load Factor (50 seats/flight)





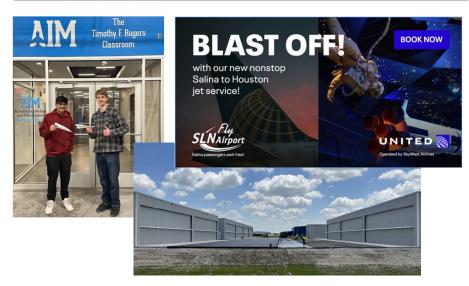




2025 STARS Lines of Effort

Quarterly Report

24Q4	25Q1	25Q2	25Q3	25Q4	Item	Description
100%					a	AIM Center Room 111 Remodel and First Student Class
100%					b	AIM Center Tools and Equipment
90%	100%				С	SLN Fuel Farm Construction
100%					e	GA Hangar Construction
100%					g	SRE Specifications and Bids
100%					h	M.J. Kennedy Airport Terminal -Design
100%					n	FAA FAST Grant Application Award
	100%				р	2025 FAA Airport Certification Inspection
100%					r	H509 Restroom Improvements
100%					a-a	Engineering/Consultant Selection for 2025 – 2029 AIP Projects
60%	100%				f-f	2024-1 GO Temp Notes
100%					i-i	KS Air Service Development Grant
50%	100%				j-j	LAV Cart Dump Station



2025 STARS Lines of Effort

Quarterly Report

24Q4	25Q1	25Q2	25Q3	25Q4	Item	Description
50%	50%	95%			d	UST Removal and Closure
50%	55%	95%			f	Runway 12/30 Design, Construction
25%	30%	40%			i	M.J. Kennedy Airport Terminal - Construction
50%	55%	55%			j	North Ramp Hangar Construction – Project Design and Project Funding
25%	40%	50%			k	SLN West Airfield Development Plan
20%	20%	20%			t	AFFF Transition Plan
30%	32%	35%			m	Schilling Project RA Work
	25%	50%			0	2025 Fly SLN Marketing Campaign
	80%	100%			q	2025 FAA Airport Certification Inspection Corrections
20%	60%	100%			s	Economic Impact Report
5%	15%	20%			t	Airfield Security Cameras – ARFF Station, Fuel Farm, and H600
50%	55%				u	Industrial Center Warehouse Construction
85%	85%	100%			v	Build Back Kansas Grant Funding Applications
	10%	10%			w	B620 Improvements and Expansion Plans for UFP - Phase 2
	25%	50%			×	Coordinate FOL Events and Operations
	25%				У	2024 Financial Statement Audit
	10%	30%			Z	2026 Budget Preparation
50%	60%	75%			b-b	Project AAERO
50%	75%	95%			с-с	Project 80 - Phase 1
	50%	50%			d-d	Project 80 - Phase 2
50%	95%	100%			е-е	H626 Parking lot plans & Construction
	10%	10%			g-g	2026 BIL / ATP Grant Application (Terminal building exterior)
10%	10%	10%			h-h	Airport Master Plan (AMP) update
	30%	75%			k-k	Website Update
	30%	100%			I-I	H724 / B820 Transfer
	15%	15%			m-m	Renewal of MAP Program
	5%				n-n	Title Opinion Update
	40%				0-0	Employee Handbook Update
	85%	100%			р-р	H125 BOTA Application
	20%	100%			q-q	Terminal Building Parking Lot Grant
	95%	100%			r-r	Terminal Building Parking Lot Design
	80%	100%	2		s-s	DBE Program Update
	25%	34%			t-t	KDOT Innovative Grant (H600, Vertiport)
	85%	90%			u-u	Heliport to Vertiport Feasibility Study
		25%			V-V	SLN West EA
		50%			w-w	SAA Staffing Plan
		25%			X-X	Terminal furniture upgrade
					у-у	
					Z-Z	



Consideration of Staffing / Organization Plan Recommendations

















Collection of Current Roles & **Activities**

Staff members tracked daily activities & reviewed/updated position descriptions

Gap Identification

Staff members reviewed captured data, including daily, weekly & monthly activities, for duplicative tasks & areas for additional coverage

Future-state Org. Chart

Proposed how tasks could be grouped & aligned based on activity rather than titles

Timeline of Needs

Identified immediate & long-term growth opportunities

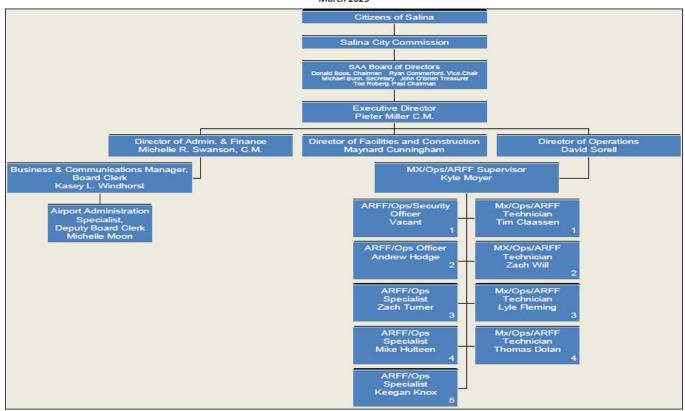
Methodology

Staff perspectives on their role, gaps they observed & improved organizational structure



Full-time Employees Organizational Chart

March 2025





Airport Growth Highlights

CAPITAL

~\$13.6M Total Expenditures Growth from 2014 to 2024 With an additional \$17.4M budgeted in 2025

ACTIVITIES

Increased line of efforts including

Eco Devo & Land Development (Project 80, Salina West)
Workforce development (AIM)
Innovation/ AAM (Project AAERO)

Airport Activity & Trends

Occupancy Rate: From 58% in 2014 to 94% in 2025 Expanded Footprint: Added 80-acre subdivision for lease Additional Industrial Center Jobs: 1,700 (docking study)

*Actively evaluating future real estate acquisitions, Continued growth increases properties & tenants management needs

Areas of Growth: Staffing Activity

Immediate Staffing Need and/or Consulting Support Need

- Finance

 Increase in total expe
 - Increase in total expenditures & activity, as well as need for succession planning
- 2 Real Estate & Leasing
 Increase occupancy rate, tenant
 management needs & land development
- Marketing & Communication
 Increase in internal & external
 stakeholders, community activities &
 aviation training program
- 4 Executive Admin Support
 Increase eco devo activities & national
 leadership for AAM innovation



Implementation Strategy:

Immediate Needs Met with Low Risk



Director of Admin & Finance

Recruit, Hire, Onboard & Cross-train for Shelli's Replacement

Real Estate & Leasing Manager

Recruit, Hire, Onboard & Redistribute Responsibilities

Marketing & Communication Activities

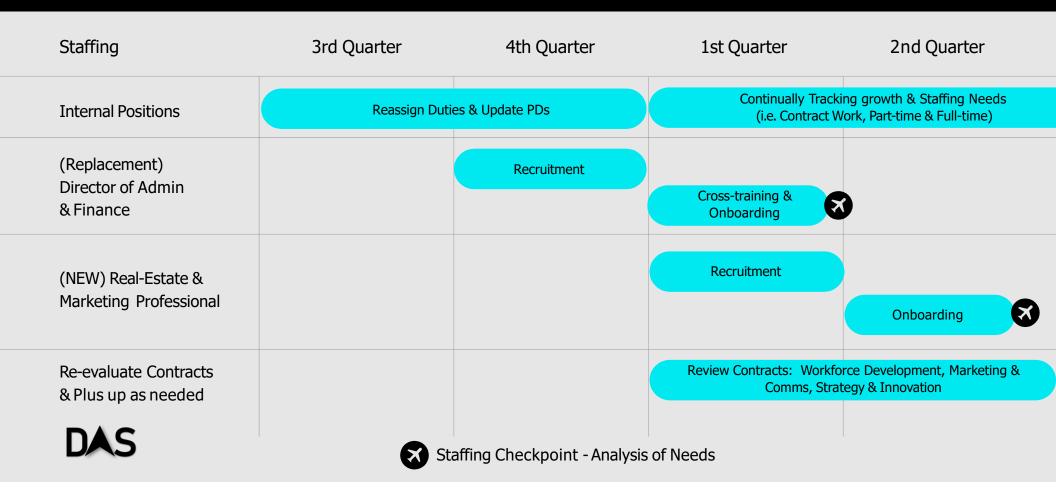
Redistribution of Responsibilities through Current Staff & Continue to Contract as needed

Executive Administration Activities

Redistribution of Responsibilities through Current Staff & Continue to Contract as needed

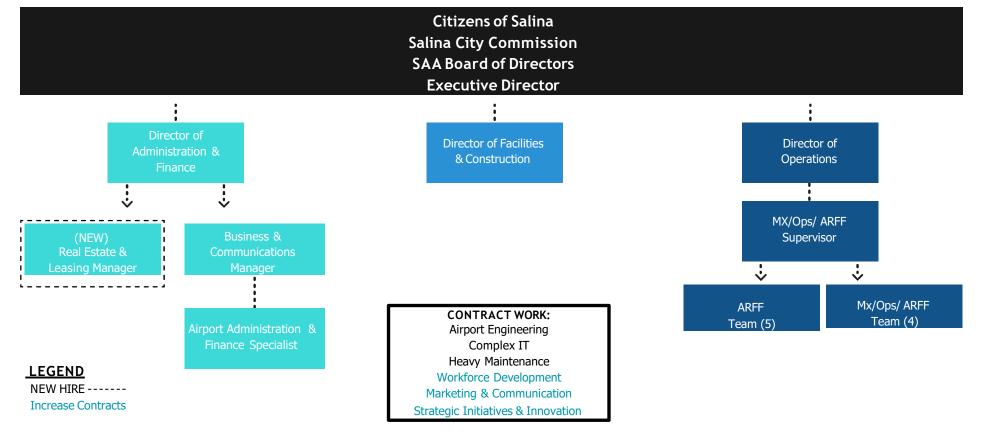


Staffing Timeline 2025-2026



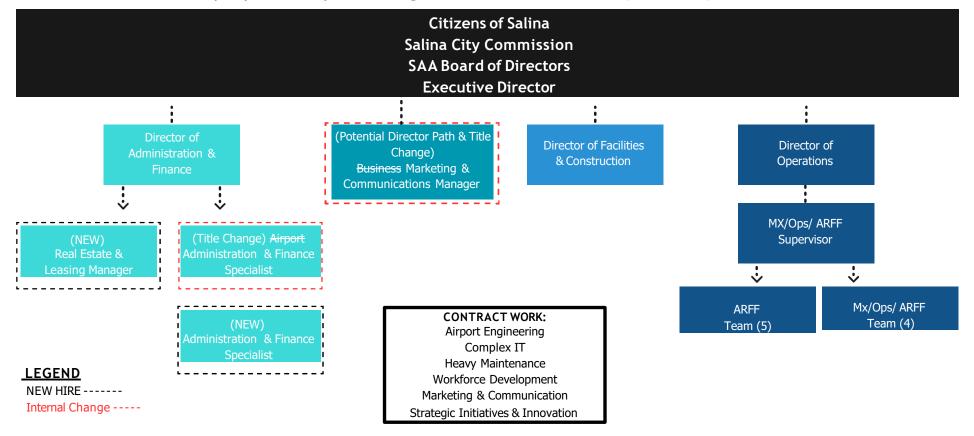


Employees Proposed Organizational Chart August 2025



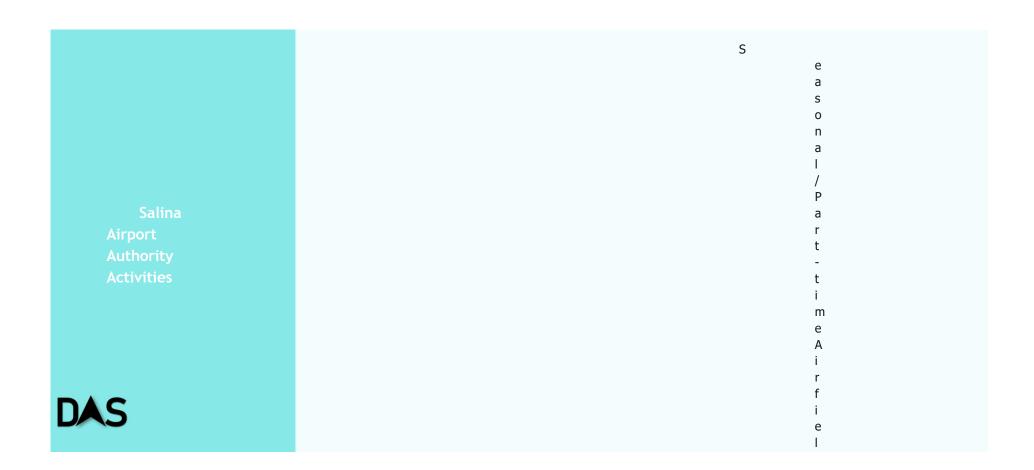


Potential Employees Proposed Organizational Chart (*IF full-time positions needed)



FUTURE AREAS OF GROWTH

Tracking Potential Near-term (under 5 years) Staffing Needs & Support





Outcome

STAFFING SUMMARY

- Cross-train Current Staff, Align Responsibilities & Update Position Descriptions
- Hire Shelli's Replacement
- Hire New Real Estate Position
- Increase Contracts as needed for Workforce
 Development, Marketing & Communication, etc.
- Re-evaluate Needs once New Team Members are On-boarded



Review and Consideration

of the SAA's 2026 Mission Statement, Operating Plan & Goals, and Operating Revenue/Expense Budget

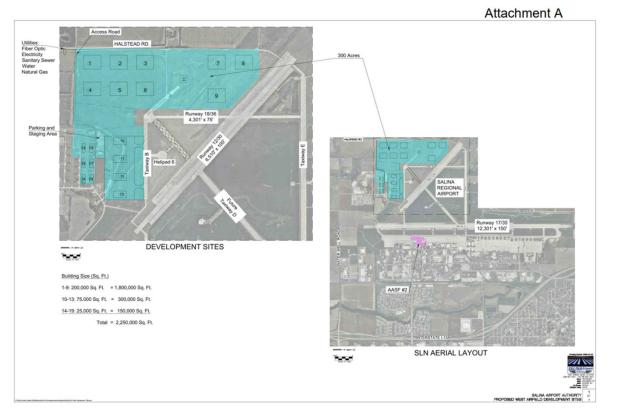




Consideration and Approval

of the Environmental Assessment Consultant Agreement with H.W. Lochner, Inc. for West Airfield Development

Pieter Miller, C.M.





Attachment A

Utilities:
Fiber Optic Electricity
Sanitary Sewer Water
Natural Gas

Parking and
Staging Area

Parking Area

DEVELOPMENT SITES

Stork in Feet.

Building Size (Sq. Ft.)

1-9: 200,000 Sq. Ft. = 1,800,000 Sq. Ft.

10-13: 75,000 Sq. Ft. = 300,000 Sq. Ft.

14-19: 25,000 Sq. Ft. = 150,000 Sq. Ft.

Total = 2,250,000 Sq. Ft.

The EA will evaluate potential environmental impacts of planned improvements; coordinate with federal, state, and local resource agencies; field investigations; public and tribal consultation; and prepare NEPA documentation for FAA review.

The scope of work: analysis of affected environmental categories; land use compatibility, water quality, wetlands, endangered species, historic resources, and hazardous materials.

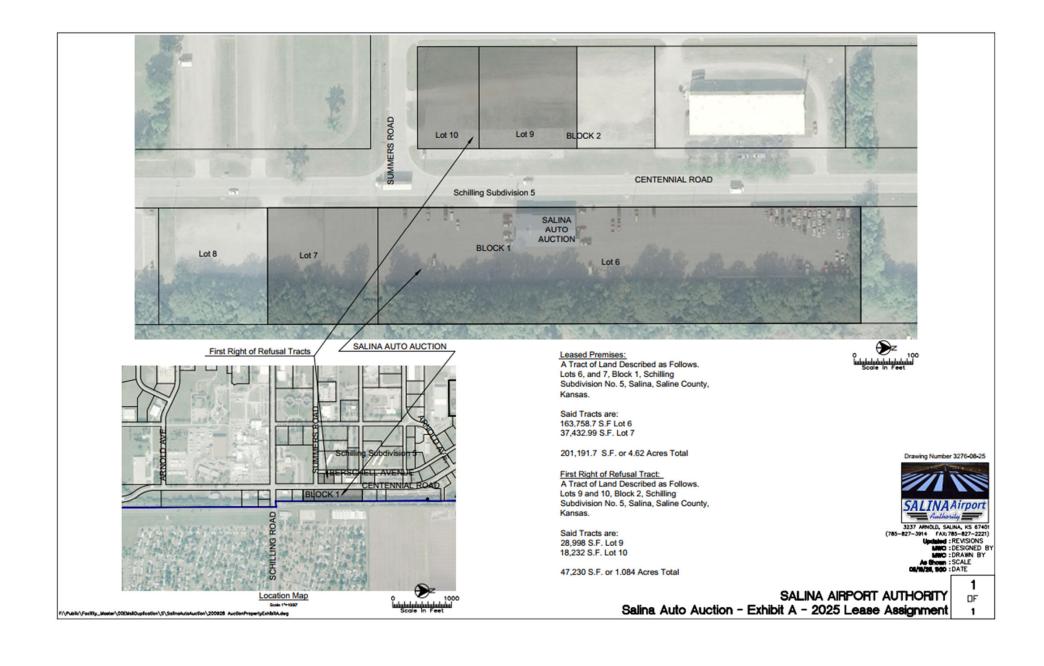
The contract amount is \$150,163 (lump sum), with additional services to be authorized if required by the FAA during the review process.

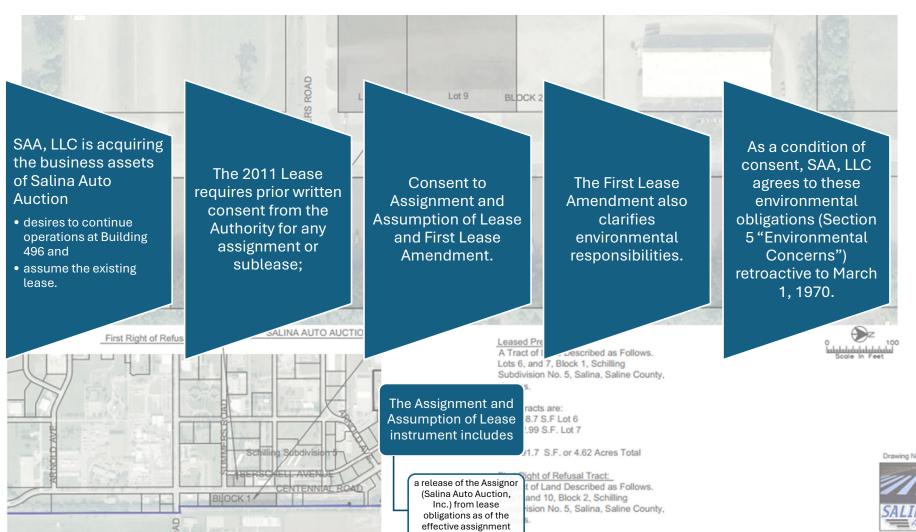
To offset the cost of the EA, the Airport Authority is applying for a State of Kansas grant.

This project is a critical first step in advancing the West Airfield Development.









date, with SAA, LLC.

Drawing Number 3276-08-25



3237 ARNOLD, SALINA, KS 6740 (785-827-3914 FAX; 785-827-2221)

MINO : DESIGNED BY MWC : DRAWN BY

As Shown : SCALE DS/99/26, 900 : DATE

47,230 S.F. or 1.084 Acres Total

28,998 S.F. Lot 9

18,232 S.F. Lot 10



Change Order #3 – Concourse Roof Drainage

Adds proper roof drainage for the portion of the existing passenger concourse roof located between the new TSA screening area and new baggage handling area expansions.

• Purpose: Prevents water accumulation and potential structural or maintenance issues.

• Total: \$25,714.00

Change Order #4 – Gate Podium Removal

Removes fabrication and installation of SkyWest gate podiums from the contract. SkyWest will provide the podiums directly.

• Purpose: Eliminates duplicate procurement and reduces project cost.

• Total: -\$11,560.00

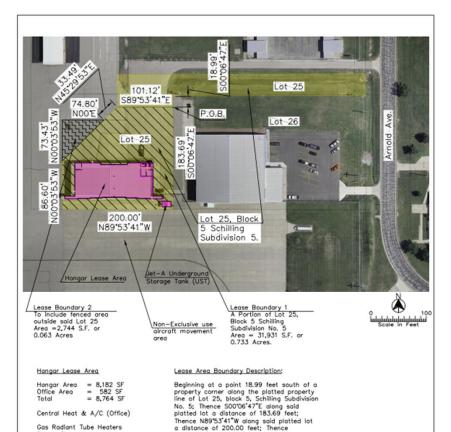
Change Order #5 – Passenger Hold Room Footing Addresses inadequate soil bearing strength at the planned footing depth. Excavation was extended to reach acceptable strength, with Controlled Low-Strength Material (CLSM) used to fill the additional depth.

• Purpose: Foundation stability and compliance with structural specifications.

• Total: \$27,459.20

CHANGE ORDER LINE ITEMS

#	Description	Amount
3	Roofing at Existing Concourse	\$23,000.00
	GC Insurance (1.00%):	\$230.00
	Fee (10.00%):	\$2,300.00
	Bond (0.80%):	\$184.00
	Total:	\$25,714.00
4	Removal of hold room gate podiums from scope of work	(\$11,560.00)
5	Provide and install additional item P-153 Controlled Low-Strength Material (CLSM) (flowable fill) from bottom of hold room footings extending 14" down into the native soil to find suitable soil bearing strength	\$24,561.00
	GC Insurance (1.00%):	\$245.61
	Fee (10.00%):	\$2,456.10
	Bond (0.80%):	\$196.49
	Grand Total:	\$27,459.20



N00°03′53″W along said platted lot a distance of 86.60°; Thence continuing

N00"03'53"W along an existing fence line a distance of 73.43'; Thence due East along

an existing fence line a distance of 74.80

S89'53'4'E along a line separating the leased portion of lot 25 from the unleased portion of lot 25 of distance of 101.12 feet to the point of beginning. Said Lease Boundary contains 34,677.6 Square Feet or 0.733 Acres More or Less.

SALINA AIRPORT AUTHORITY

RMA Engineering LLC - Lease Exhibit A

to a point on said platted lot; Thence N45°29'53"E a distance of 33.49" to a property corner to said platted lot. Thence Drawing Number 2900-02-21

SALINAAirport

3237 ARNOLD, SALINA, KS 67401 (785-827-3914 FAX: 785-827-2221) Mone: REVISIONS LAWC: DESIGNED BY LAWC: DRAWN BY T-100': SCALE

(Hangar)

(Hangar & Office)

Combo Smoke/Heat Detectors

Underground Storage Tank 12,000 gal Jet A (VeederRoot 300C monitoring **Consideration and approval** of Hangar 125 tube heater replacement Pieter Miller, C.M.



Bid Tabulation		
Project:	Hangar 125 Tube Hea	ters
	Tube Heater Replacer	ment
Sponsor:	Salina Airport Authori	ty
Contractor:	Callabresi	Pestinger
Tube Heaters	\$27,104	\$26,591
Two Stage Burners(adder)	n/a	\$1,430
Total	\$27,104	\$28,021
Recommendation		X



Staff Reports: Terminal Building Update

Pieter Miller, C.M. Maynard Cunningham

Website Update

Pieter Miller, C.M. Kasey Windhorst





EXECUTIVE SESSION

AN EXECUTIVE SESSION OF THE BOARD OF DIRECTORS TO DISCUSS CONFIDENTIAL PROPRIETARY INFORMATION RELATING TO FINANCIAL AFFAIRS OF CORPORATIONS.

AIRPORT AUTHORITY BOARD ACTION FOLLOWING THE EXECUTIVE SESSION IS NOT EXPECTED TO OCCUR

Live link will resume following Executive Session









Visitor's Questions and Comments

Don Boos, Chair

AnnouncementsKasey Windhorst

Board Meetings

- Wednesday, September 3, 2025, 4:00 p.m. Special Board Meeting
- Wednesday, September 17, 2025, 8:00 a.m. Regular Board Meeting
- Wednesday, October 15, 2025, 8:00 a.m. Regular Board Meeting
- Wednesday, November 19, 2025, 8:00 a.m. Regular Board Meeting
- Wednesday, December 3, 2025, 8:00 a.m. Special Board Meeting
- Wednesday, December 17, 2025, 8:00 a.m. Regular Board Meeting

Fly Kansas Air Tour

• September 23 – 26, 2025

2025 FLY KANSAS AIR TOUR

September 23-26, 2025

Mark your calendars! The Fly Kansas Air Tour is back, bringing aviation excitement and hands-on STEM learning to communities across Kansas

This year's tour kicks off the evening of Tuesday, September 23, in Wellington and continues through Friday, September 26, with stops in Wellington, Anthony, Strother Field, Augusta, Eureka, Parsons, Emporia, Herington, and Salina. Each stop features interactive STEM activities for students, community events, and the thrill of seeing the tour aircraft up close.

Let's kick the tires and light the fires—see you in September!

Highlights include:

- STEM-focused events each morning and afternoon
- · Community gatherings and picnics
- · Opportunities to meet pilots and learn about aviation careers

Adjournment

Don Boos, Chair







