

**DATE:** May 16, 2022  
**TO:** SAA Board of Directors  
**FROM:** Tim Rogers and Shelli Swanson  
**SUBJECT:** May 18, 2022, SAA Regular Board Meeting

Enclosed are items for your review prior to Wednesday's meeting. Please note that the meeting will be held in the **first-floor conference room, Hangar 600, 2720 Arnold Ct.** A map showing the location of Hangar 600 is enclosed in your board meeting packet. The meeting is also available via the following GoToMeeting link.

<https://meet.goto.com/salinaairport/salina-airport-authority-board-meeting>

Wednesday's meeting will feature discussion concerning the following 2022 Airport Authority operating plan priorities.

- MRO business development at the Salina Regional Airport
- Air service development
- Windstorm damage recovery and FEMA assistance

Please note the following agenda comments.

**Agenda Item #5 – Review of Airport Activity and Financial Reports for the Month Ending April 30, 2022.** (Rogers and Swanson)

**Airport Activity – Air Traffic** (Rogers)

The Salina air traffic control tower (ATCT) recorded 4,258 operations during April 2022 which was a 51% decrease as compared to the April 2021 total of 8,739. For the year-to-date, a total of 21,839 operations have occurred at the Salina Airport which is 17% less than the April 2021 YTD total of 26,412. The 25-day closure of Runway 17/35 for the resurfacing of the runway's north 4,800 feet resulted in the 51% decrease in April's air traffic count.

**Airport Activity – Fuel Flowage** (Rogers)

The April 2022 fuel flowage came in at 132,790 gallons which was 4.5% more than the April 2021 total of 127,108 gallons. For the year to date a total of 903,986 gallons have been delivered which is 50% more than the April 2021 YTD total of 600,478 gallons. It is rare that fuel flowage increases during a month runway 17/35 is closed for construction for an extended period.

**Airport Activity – Passenger Enplanements** (Rogers)

During April 2022 SkyWest enplaned 1,634 passengers, which was an 81% increase over the April 2021 total of 904 passengers. The April 2022 total passenger count was 3,227 which was a 78% increase over the April 2021 YTD total of 1,807.

## **Financial Reports – Comments and Notes (Swanson)**

Highlights from the April 2022 financials include:

- Unrestricted cash in bank at \$2,090,743
- Total YTD income came in \$129,801 over the first quarter of 2021 (14.7%) and is tracking over (4%, \$42,339) the 2022 budget projections.
- Total operating expenses came in 1% over budget and is running 5.2% less than 2021 or \$53,437.
- Net operating income before depreciation equaled \$45,989 YTD at the end of April.

The below table represents disbursements from the 2021-1 GO Temporary Note project fund account during April 2022.

Salina Airport Authority Account QuickReport As of April 30, 2022							
Type	Date	Num	Name	Memo	Split	Amount	Balance
Cash in Bank-Bond Funds							2,056,903.71
111 - BSB 2021-1 GO Temp Note (8146)							2,056,903.71
Bill Pmt -Check	04/12/2022	1021	Hutton Corporation	Concourse construction progress payment No. 8	20 - Accounts payable	-28,979.50	2,027,924.21
Bill Pmt -Check	04/20/2022	1022	Kanza Organics	River rock for terminal bldg. landscaping	20 - Accounts payable	-8,415.00	2,019,509.21
Bill Pmt -Check	04/20/2022	1023	Nex-Tech Communications Inc	Wireless access points for concourse	20 - Accounts payable	-2,570.40	2,016,938.81
Bill Pmt -Check	04/28/2022	1024	Construction Rental, Inc.	Terminal landscaping	20 - Accounts payable	-42.00	2,016,896.81
Bill Pmt -Check	04/28/2022	1025	Johnson Sand Company	Terminal landscaping	20 - Accounts payable	-42.12	2,016,854.69
Bill Pmt -Check	04/28/2022	1026	Kanza Organics	River rock - Terminal landscaping	20 - Accounts payable	-1,680.00	2,015,174.69
Bill Pmt -Check	04/28/2022	1027	Landscape Consultants LLC-s	Cobble rock - Terminal landscaping	20 - Accounts payable	-720.00	2,014,454.69
Bill Pmt -Check	04/28/2022	1028	Midwest Concrete Materials, Inc. (V)	Terminal landscaping	20 - Accounts payable	-870.00	2,013,584.69
Deposit	04/30/2022			Interest	810 - Interest income on de...	335.59	2,013,920.28
Total 111 - BSB 2021-1 GO Temp Note (8146)						-42,983.43	2,013,920.28
Total Cash in Bank-Bond Funds						-42,983.43	2,013,920.28
TOTAL						-42,983.43	2,013,920.28

## **Financial Reports – Accounts Receivable Past Due 31 days or more as of May 13,2022 (Swanson)**

Account	Amount	Days	Comments
108 <sup>th</sup> Aviation Regiment	\$15,400	>90	Hangar rental
AGCO Corporation	\$577	31-90	Utilities & late fees
Eastern Airlines	\$5,906	31-60	Landing fees & ARFF coverage
Southwest Airlines	\$1,235	31-60	Landing fees & ARFF coverage

### **Short-term Leasing Activity**

On May 6, the SAA entered a 30-day lease for 48,533 SF of office/shop space in Hangar 600 with the US Marine Corps Reserve. The military training exercise “Gunslinger” will take place June 1-30 and will generate approximately \$82,000 in hangar, land, and equipment rental revenue.

The 54<sup>th</sup> Helicopter Squadron (Hueys) out of Minot AFB will base a weeklong exercise at Salina and will share space with the 108<sup>th</sup> Aviation Regiment (Blackhawks) currently occupying Hangar 509. The 54<sup>th</sup> will be conducting close air support training at Smoky Hill Weapons Range. This exercise will result in \$2,485 in rental revenue for the SAA. The 54<sup>th</sup> is a part of the 20<sup>th</sup> US Air Force whose squadrons have operated out of Salina on numerous occasions in recent years.

The International Aerobatics Club has committed to returning to Salina for their 3<sup>rd</sup> US National Aerobatics Championships this Fall. The LOA for hangar and equipment rental was executed in early May and will result in \$17,870 in rental income for the ten-day lease.

On May 13, the SAA was awarded a contract with Sierra Nevada Corp. (SNC) to provide ramp and office space, equipment, and ARFF standby services for flight test work this summer. The contract is valued at \$17,420. SNC is a returning customer to Salina.

Bombardier, another returning flight test customer, has entered into an agreement with the SAA to provide certain ground support equipment during one week in both May and June. Supporting the Bombardier Flight Test Center (BFTC) will generate approximately \$2,000 in equipment rental revenue. BFTC will base out of Avflight south for both weeks of testing.

**Agenda Item #6 – Review and Discussion of the EAS Program Air Service Proposal Submitted by Denver Air Connection (Operated by Key Lime Air Corporation).** (Rogers and Foss)

Enclosed is a copy of the proposal submitted to the USDOT by Denver Air Connection operated by Key Lime Air Corporation. Denver Air Connection was the only air carrier to submit a proposal to the USDOT on May 11, 2022. SkyWest Airlines did not rescind its notice to terminate SLN service before May 11, 2022, and did not submit a new SLN proposal on May 11, 2022. Since May 11 there has been no communication from SkyWest Airlines that would indicate the airline intends to continue providing Salina service. **As of the Monday, May 16 it is my conclusion SkyWest does not want to continue servicing Salina.**

On March 10, 2022, SkyWest provided the USDOT a notice of termination for scheduled EAS Program flights at 28 communities. On March 11, 2022, the USDOT issued an order instruction SkyWest to continue service at the 28 communities until replacement air carriers are selected. On May 11, 2022, the USDOT received proposals from air carriers interested in replacing SkyWest at any or all the 28 communities.

Denver Air Connection submitted proposals for Salina and Kearney, NB. Salina and Kearney were two of eight communities that air carriers submitted proposals for continued jet service.

The Denver Air Connection proposal for Salina returns nonstop flights to/from Denver and Chicago. Denver Air Connection would not “tag” Salina with another community. The Salina fares to/from Denver and Chicago would be very competitive and enable Salina to attract passengers to the Salina Airport from throughout North Central Kansas. Denver Air Connection has affiliations with United Airlines and American Airlines that Salina can help develop and improve. Denver Air Connection would be able to start up Salina operations by August/September.

An item for discussion on Wednesday is whether the community prefers to continue daily flights to Denver and Chicago or prefers flights two times (2x per day) to Denver. ArkStar’s managing partner Gary Foss will be available to provide an overview of the Denver Air Connection proposal. I’ll be able to provide you the latest USDOT guidance and information.

**Agenda Item #7 – Consideration of SAA Resolution No. 22-04 Authorizing the Offering for Sale Taxable General Obligation Temporary Notes in an Amount Not to Exceed \$1,000,000.** (Rogers and Swanson)

SAA Resolution No. 22-04 enables SAA staff to work with the SAA’s bond counsel (Mitch Walter, Gilmore & Bell) and financial advisor (David Arteberry, Stifel) to obtain bids from local banks for \$1,000,000 in G.O. bond temporary notes to finance the hangar H626 paint booth design, asbestos abatement, and boiler room equipment removal. The summary of project costs is:

Issuance cost:	\$10,730
H626 design:	\$600,000
H626 asbestos abatement:	\$275,000
H626 boiler room equipment demo:	\$114,270
<b>Total:</b>	<b>\$1,000,000</b>

The consideration of SAA Resolution No. 22-04 can involve the whole SAA board of directors including Chair Kent Buer who is with First Bank. The resolution authorizes the sale of SAA G.O. Bond temporary notes. If SAA Resolution No. 22-04 is approved and First Bank chooses to submit an offer to purchase the temporary notes Chair Buer will need to abstain participation in the offering for sale of the temporary notes as provided for in Sections 1 and 2 of SAA Resolution No. 22-04.

Also enclosed is a copy of the engagement with Stifel, Nicolaus & Company to act in the capacity of financial advisor to the Authority for the proposed 2022-1 General Obligation Temporary Notes. As you will note in the agreement, the compensation for the services outlined on pages 1-2, will be \$5,000 or .50% of the principal amount of the notes sold.

**Recommendation:** Approval of SAA Resolution No. 22-04 authorizing the offering for sale of taxable General Obligation Temporary Notes, Series 2022-1, of the Salina Airport Authority and the Financial Advisory Services engagement with Stifel, Nicolaus & Company and authorize Chair Buer to sign both documents.

**Agenda Item #8 – Review and Update of the December 15, 2021 Windstorm Damage Assessments, Repairs and FEMA Recovery Assistance.** (Swanson and Cunningham)

Shelli and Maynard have been working with representatives of FEMA to determine the sources of funding for completing windstorm repairs, reimbursement for clean-up costs, and work that can be done to mitigate future and reoccurring windstorm damage. As will be reported, FEMA funding will come in phases. First is reimbursement for windstorm clean-up. Other phases include funding for building repairs, building replacement, and mitigation.

The newest development is that FEMA funding may become available for GA hangar repairs. FEMA wants the SAA to take a holistic look at past, current, and potential future windstorm damage. The assessment will include the A, B, C, D and P hangars.

**Agenda Item #9 – Consideration of Bids Received to Repair Windstorm Damaged Roofs.** (Swanson and Cunningham)

The SAA has applied for FEMA public assistance for roof repairs at buildings B412, B517 and B939 that were damaged during the December 15, 2021, windstorm. Building roof repairs and replacements are eligible for FEMA assistance and the SAA can proceed with the repairs without jeopardizing grant funds prior to award from FEMA. Inspections by Kansas Department of Emergency Management personnel on behalf of FEMA is the next step in the grant process and they are scheduled for May 19 & 20.

Bids were solicited and received for the roofing work. The total cost of the roof repairs is \$167,746. It is anticipated that FEMA will reimburse the SAA in an amount of \$142,584 (85%) of the total repair costs.

The summary of bids received is as follows:

Project:	<b>Bldg. 412 &amp; 939 TPO Roofing</b>		
	<b>December 15, 2021 Storm Damage Repair</b>		
Sponsor:	Salina Airport Authority		
Contractor:	<b>WebCon Inc.</b>	<b>Ryan Roofing</b>	<b>Geisler Roofing</b>
<b>Bldg 412</b>	\$ 85,886.00	\$ 80,480.00	\$ 85,417.00
<b>Bldg 939</b>	\$ 62,886.00	\$ 70,658.00	\$ 109,590.91
<b>Total</b>	\$ 148,772.00	\$ 151,138.00	\$ 195,007.91
<b>Labor Warranty (years)</b>	5	15	15
<b>Material Warranty (years)</b>	20	15	15
<b>Material Availability</b>	2 weeks	90 days	30 days

Project:	<b>Bldg. 517 Asphalt Shingle Roofing</b>		
	<b>December 15, 2021 Storm Damage Repair</b>		
Sponsor:	Salina Airport Authority		
Contractor:	<b>Geisler Roofing</b>	<b>Bill's Roofing</b>	<b>Hall Contracting</b>
<b>Bldg 517 Roofing</b>	\$ 14,874.88	\$ 15,354.00	Bid Not Rec'd
<b>Bldg 517 West Addition Demo</b>	\$ 4,100.00	\$ 7,100.00	Bid Not Rec'd
<b>Total</b>	\$ 18,974.88	\$ 22,454.00	\$ -
<b>Labor Warranty (years)</b>	-	10	-
<b>Material Warranty (years)</b>	30	30	-
<b>Material Availability</b>	2 weeks	2 weeks	-
<b>Recommendation</b>	X		

Bldg. 412 is a multi-tenant office/shop facility currently leased and occupied by three tenants: Federal Aviation Administration, the Dragoon Corporation, and Century Business Systems. Bldg. 517 is a warehouse leased by Scientific Engineering. Under the terms of all agreements, the SAA is responsible for maintaining the structure of the buildings, including the roof. Bldg. 939 does not have a full-time tenant, however, is utilized on a regular basis by local and state law enforcement agencies for training purposes.

**Recommendation:** Acceptance of the low bid submitted by WebCon, Inc for B412 and B939 roof repairs at a cost not to exceed \$148,772 and accept the low bid submitted by Geisler Roofing for B517 roof repairs at a cost not to exceed \$18,975 and authorize executive director Tim Rogers to sign the roofing contracts.

**Agenda Item #10 – Hangar H626 Site Visit.** (Rogers)

**Agenda Item #11 – Hangar H959 Site Visit.** (Rogers)

Please contact us if you have any questions or comments.

**DATE:** May 16, 2022  
**TO:** Tim Rogers, SAA Board of Directors  
**FROM:** Maynard Cunningham  
**SUBJECT:** **May 18, 2022, SAA Regular Board Meeting**

## **Facilities and Construction Notes**

### **New Projects**

- **SLN Fuel Facility (PH305)** – SAA entered into an agreement with Jviation for design of a new aviation fuel facility. A Pre-Design Coordination meeting was held May 11, 2022, with personnel from Jviation, SAA, and FAA attending to discuss project design.
- **Runway 12/30** – Pavement investigation was performed in the Fall 2021. From the pavement investigation report, the type of rehabilitation was determined and proposed by Jviation. A meeting was held May 11, 2022 to discuss the Scope of Work for the runway rehabilitation project.
- **Runway 17/35 South 7500 ft.** – Bettis Asphalt, the contractor performing the rehabilitation of the south 7500 ft. of Runway 17/35, has begun staging materials and is scheduling their pre-construction survey of the runway. The project is scheduled to begin July 1, 2022, with the runway closure scheduled through September 7, 2022.
- **B412 (Century Business Systems), B520 (Salina Development Center), B700 (AVFlight)** – Luke Kush Painting is in process of painting the exterior of SAA buildings 412, 520 and 700.
- **SWPPP and SPCC** – The Storm Water Pollution Prevention Plan (SWPPP) and Spill Prevention, Control and Countermeasures (SPCC) have been updated in the Airport Certification Manual (ACM). SAA personnel will be trained in the obligations within the SWPPP and SPCC plans.

### **Current Projects**

- **Aircraft Paint Booth (1 Vision Aviation)** – Hutton has been awarded a contract for design of the aircraft paint booth at Hangar 626.
- **H600, Room 100 Conference Room** – Components are on order for improvements in the H600 conference room. Planned improvements include new registers, relocating thermostats, and rerouting duct.
- **Airport Terminal South Overflow Parking Lot (150 additional spaces)** - T&R Construction was awarded the contract for the Airport Terminal South Overflow Parking Lot. T&R has requested CAD files from the property survey to review prior to beginning construction.

- **B595 Renovation** - Cheney Construction began work on the B595 renovation project the first week of March. The south unit has drywall installed on the ceiling, and some framing completed for the office and restrooms. Interior demolition is still in progress in the north unit.
- **H959 (1 Vision Aviation)** - A project is in process to reduce heating and cooling costs at H959. The project includes installation of 38 destratification fans and new hangar door seals. Destratification fans have been installed in three of the six planned zones.
- **Terminal Building** –
  - Security cameras have been installed in the baggage claim, lobby, TSA, and concourse areas of the SLN Terminal Building. Exterior cameras are on back-order with an expected delivery of June 30<sup>th</sup>, 2022 (subject to change).

### Special Projects

- **December 15, 2021, Windstorm** - Multiple properties were damaged in the windstorm. Roofing, siding, and other mitigation repairs have been completed at multiple sites to protect from weather. Bids are still being solicited for repairs from the windstorm.
  - **B412 (Century Business Systems), B517(Scientific Engineering, storage), B939 (KHP Training)** – Roofing repair bids have been received.
  - **PAPI Lights (Precision Approach Path Indicator)** – Since the day of the windstorm the south runway 17/35 PAPIs have not functioned properly. A FAA flight check was performed May 12, 2022. The PAPIs required adjustment and are awaiting another FAA flight check to be scheduled.
  - **D Hangars** – A bid package for storm damage repairs on the D Hangars was placed out for bid Monday, March 21, 2022. The bid opening was held April 4, 2022, with no contractors responding with bids. SAA personnel are working with FEMA for possible funding.
  - **Multiple Locations** – FEMA is scheduled to arrive Thursday, May 21, 2022, for a site visit to multiple SAA buildings as part of the process to determine available funding for debris removal, temporary and emergency protective measures, permanent repairs, and mitigation, etc.
- **AIT and CTX Devices at SLN** - TSA approval has been received for AIT and CTX devices at the airport terminal building to improve passenger and bag screening. Contractors have installed electrical power to the necessary locations and moved the storefront wall in the TSA screening area to accommodate the AIT device when it arrives. The Skywest ticket counter was relocated April 6, 2022, to allow room for the CTX device.

### Completed Projects

- **Runway 17/35 North 4800 ft.** – Rehabilitation of the north 4800 ft. of Runway 17/35 was completed April 28, 2022, and runway 17/35 was re-opened.
- **Under Ground Storage Tank (UST) Permit Renewal** – UST permit renewal was submitted to KDHE April 28, 2022.
- **Fire Alarm Systems** - Johnson Controls completed annual inspections of the fire alarm systems in multiple SAA buildings. Follow up will include replacement of some fire alarm control panel batteries and smoke/heat detectors.
- **Terminal Building** –
  - SAA Maintenance personnel have placed landscaping rock around the concourse and poured a concrete area with outdoor seating and tables north of the concourse.
- **H409 (Schilling Aviation)** – Repairs to one of the south hangar door's track and wheels was completed Tuesday, May 10, 2022.





**BUSINESS AND COMMUNICATIONS MANAGER**

3237 Arnold Ave.  
Salina, Kansas 67401

Telephone (785) 827-3914 • FAX (785) 827-2221 • E-Mail [kaseyw@salinaairport.com](mailto:kaseyw@salinaairport.com)

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**DATE:** May 13, 2022  
**TO:** Salina Airport Authority Board of Directors  
**FROM:** Kasey L. Windhorst  
**SUBJECT:** May Board Meeting Update

Airport Certification

The Airport Certification Manual (ACM) and Airport Emergency Plan (AEP) have been reviewed and revised per Federal Aviation Administration (FAA) guidelines. These documents serve as the foundation to our Part 139 Certificate and are updated to reflect changes in operation, procedures, and FAA standards.

The recent update includes the addition of Appendix D which is the Unmanned Aerial System (UAS) Response Plan for Salina Regional Airport (SLN). This Standard Operating Procedure (SOP) provides guidelines in the event an UAS enters the air space around SLN without authorization.

The FAA approved version of the revised ACM can be found on the SAA website under the reports section. <https://www.salinaairport.com/public-information/reports.aspx>

SPCC /SWPPP Plan

During March 2022, SAA modified the Spill Prevention, Control, and Countermeasures (SPCC) Plan and the Storm Water Pollution Prevention (SWPP) Plan for the Salina Regional Airport (SLN). The SPCC Plan was certified by Matthew Schroeder, Professional Engineer with Dragun Corporation.

The SPCC Plan for the Salina Regional Airport addresses specific management and emergency response procedures to be implemented in the handling, storage, transfer, and disposal of petroleum fuels, oil, lubricants, and hazardous wastes. It is intended to provide documentation of the Airport's efforts toward the prevention of the discharge of harmful quantities of oil to the environment.

Included in the plan is information regarding potential spill sources, inspection programs, and required employee training. It has been developed in accordance with the requirements of the Oil Pollution Prevention regulation outlined in 40 CFR 112, the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) outlined in 40 CFR 300.3, and the Resource Conservation and Recovery Act (RCRA) outlined in 40 CFR 264.52. In accordance with 40 CFR 112.5, a review and evaluation of the SPCC Plan must be conducted at least once every five years.

The Storm Water Pollution Prevention (SWPP) Plan identifies all the activities and conditions that could cause water pollution, details the steps staff will take to prevent the discharge of any unpermitted pollution and specifies material-handling procedures and storage requirements for significant materials. SAA staff will conduct annual training for all material-handling personnel. This training includes the proper operation and maintenance of equipment to prevent spills, spill response, and notification procedures, together with training on general facility operations and the content of the facility SWPPP. The annual training includes a review of known spills at SLN, equipment failures, malfunctioning components and any newly developed precautionary measures. A record of the training will be made and retained for three years.

#### Aircraft Rescue and Fire Fighting (ARFF) Training

SAA staff is required to complete annual Part 139 training which includes Aircraft Rescue and Fire Fighting (ARFF) training. Three SAA ARFF/Operations staff members attended a 40-hr. ARFF course at Casper International Airport in Casper, WY. The in-depth course covered the eleven required subjects under Part 139. The curriculum included classroom instruction as well as hands-on practical training utilizing firefighting/rescue equipment and procedures. They were able to experience simulated rescues in a smoke-filled environment, operate rescue tools for extraction, and participated in live burns. The live burns scenarios exceed the F.A.A.'s minimum requirements under Part 139 and provides employees valuable experience with different types of scenarios including application techniques, utilization of SCBA, and attack scenarios. All fires are simulated using liquid fuel providing realistic as possible training. Burns included interior galley, cockpit, overhead compartment, APU, wheel, engine, three-dimensional engine, and spill fires.

**SALINA AIRPORT AUTHORITY REGULAR BOARD MEETING**  
**Hangar H600, First Floor Conference Room**  
**2720 Arnold Court**

**May 18, 2022 – 8:00 AM**

**AGENDA**

**Call to Order:** (Buer)

1. Call to order, determine that a quorum is present and confirm that the meeting notice has been published. (Buer)
2. Recognition of guests. (Buer)
3. Additions to the agenda and agenda overview. (Rogers)
4. Approval of the minutes of the April 20, 2022, regular board meeting and May 5, 2022, special board meeting. (Buer)
5. Review of airport activity and financial reports for the month ending April 30, 2022. (Rogers and Swanson)
6. Review of replacement air carrier proposals submitted to the USDOT for scheduled EAS Program air service. (Rogers and Foss)
7. Consideration of SAA Resolution No. 22-04 authorizing the offering for sale taxable general obligation temporary notes, Series 2022-1, in an amount not to exceed \$1,000,000. (Rogers and Swanson)
8. Review and update of December 15, 2021, windstorm damage assessments, repairs completed to date, and FEMA recovery assistance. (Swanson and Cunningham)
9. Consideration of bids received to repair windstorm damaged roofs at buildings B412, B517, and B939. (Swanson and Cunningham)

**Directors' Forum:** (Buer)

**Visitor's Questions and Comments:** (Buer)

**Staff Reports:** (Rogers)

**Announcements:** (Windhorst)



**Salina Regional Airport Site Visit:** (Rogers)

10. Hangar H959 - 1 Vision Aviation Salina

**Adjournment:** (Buer)



**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.

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Alan Eichelberger, Secretary

(SEAL)

**MINUTES OF THE SPECIAL MEETING OF THE BOARD  
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY  
MAY 5, 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 Tuesday, May 3, 2022, and the board packet was published and distributed on Wednesday, May 4, 2022.

**Attendance**

Attendance was taken. Chair Buer and Director Carlin attended, with Directors Gunn, Roberg and Eichelberger present via GoToMeeting. 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 attended. Guests attending the meeting were Mitch Robinson, Salina Community Economic Development Organization; Jim Sponder, 1 Vision Aviation; and Josh Herman and Mike King, Hutton. Participating guests via GoToMeeting were David Arteberry, Stifel, Nicolaus & Company, Inc, and Gary Foss, ArkStar.

**Additions to the Agenda**

Chair Buer asked if there were any additions to the agenda. Executive Director Rogers stated there were no additions to the agenda.

**Executive Session**

At 8:05 AM. Director Gunn moved the following:

I move that the Airport Authority board of directors recess into an executive session for twenty-five (25) minutes to discuss the subject of an economic development expansion project based upon the need to discuss data relating to the financial affairs or traded secrets of corporations, partnerships, trusts and individual proprietorships pursuant to K.S.A. 75-4319(b)(4). The open meeting will resume in this room at 8:30 AM.

Director Carlin seconded the motion. The motion passed unanimously.

The open meeting resumed at 8:30 AM.

**Consideration of 1 Vision Lease**

Executive Director Rogers provided an overview of the draft lease agreement with 1 Vision Salina for hangar H626 and an Improvement Rental Agreement lease form sample for the board to review. The agreement provides for the following:



- a. The long-term, 20-year lease
- b. SAA funded improvements (\$8,840,000) to prepare H626 for aircraft paint operations
- c. A basic rental rate of \$12,000 per month for the lease of H626 to 1 Vision Aviation
- d. An improvement rental equal to 6% of gross sales for the purpose of paying off project financing.

Executive Director Rogers asked the board to review the draft lease agreement presented and questions related to the proposed lease terms and requirements may be e-mailed to Rogers.

**Consideration of an architectural and engineering services agreement with Hutton**

Rogers reviewed the Hutton architectural and engineering services contract for H626. The firm would provide design, bidding and construction administration services for a lump sum fee of \$600,000.

Rogers introduced Josh Herman and Mike King of Hutton. Herman detailed the project timeline based on three (3) phases. Director of Facilities and Construction Maynard Cunningham reviewed the scope of work.

Director Gunn moved to approve the proposed contract with Hutton Corporation for hangar H626 design, bidding and construction administration services, not to exceed \$600,000. Director Carlin seconded the motion. Motion carried.

**Update on the status of SkyWest Airlines and the selection of a replacement air carrier**

Rogers stated that the USDOT will not be extending the deadline for EAS proposals. May 11, 2022 is the due date for carriers to submit to the DOT. Salina will have an opportunity to compare the proposals with the current SkyWest service and submit recommendations to the USDOT. Ten days following the proposal submittals, the USDOT will make the selection. SkyWest will propose schedule changes effective July 2022 and would require a letter of support from the airport authority for the reduced services.

Upon a motion duly made, the meeting adjourned at 9:35 A.M.

Minutes approved at the May 18, 2022 Board Meeting.

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Alan Eichelberger, Secretary

(SEAL)

**SALINA AIRPORT AUTHORITY**  
**AIRPORT ACTIVITY REPORT**  
**2022**

**AIR TRAFFIC/ATCT**

April, 2022	4,258 Operations 680 Instrument Operations 305 Peak Day
April, 2021	8,739 Operations 634 Instrument Operations 600 Peak Day
January 2022 - April 2022	21,839 Operations
January 2021 - April 2021	26,412 Operations
January 2020 - April 2020	13,842 Operations

**FUEL FLOWAGE**

April, 2022	132,790 Gallons
April, 2021	127,108 Gallons
January 2022 - April 2022	903,986 Gallons
January 2021 - April 2021	600,478 Gallons
January 2020 - April 2020	641,296 Gallons

		Avflight	
		Military/Gov't	Self-fuel
KSU-S	Avflight Salina	Portion	Station Portion
11,681	121,109	22,184	297
14,178	112,930	1,285	337
44,264	859,722	287,216	1,139
41,530	558,948	136,544	1,263
18,460	622,836	83,936	511

**SkyWest Airlines**

	ENPLANEMENTS	DEPLANEMENTS	TOTAL
April, 2022	1,634 Passengers	1593 Passengers	3,227
April, 2021	904 Passengers	903 Passengers	1,807
January 2022 - April 2022	6,032 Passengers		
January 2021 - April 2021	2,614 Passengers		
January 2020 - April 2020	4,270 Passengers		

**ENPLANEMENTS - Charter Flights**

April, 2022	0 Passengers
April, 2021	0 Passengers
January 2022 - April 2022	2,065 Passengers
January 2021 - April 2021	385 Passengers
January 2020 - April 2020	3,949 Passengers

**TOTAL ENPLANEMENTS - Scheduled Flights & Charter Flights**

April, 2022	1,634 Passengers
April, 2021	904 Passengers
January 2022 - April 2022	8,097 Passengers
January 2021 - April 2021	2,999 Passengers
January 2020 - April 2020	8,219 Passengers

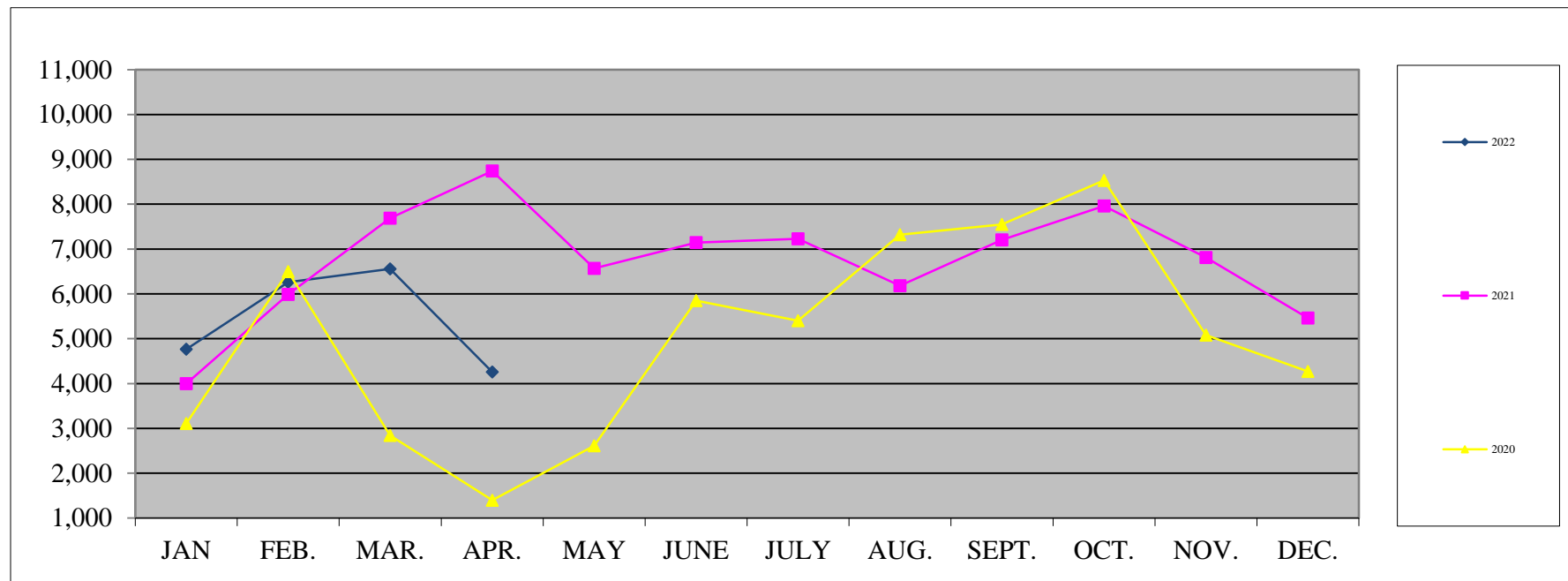
# AIRPORT TRAFFIC RECORD

## 2021 - 2022

	ITINERANT					LOCAL			
	AC	AT	GA	MI	Total Itinerant	Civil	Military	Total Local	Total Operations
<b>2022</b>									
January, 22	124	1,618	610	156	2,508	2,062	194	2,256	4,764
February, 22	128	2,269	680	151	3,228	2,974	58	3,032	6,260
March, 22	131	2,009	722	329	3,191	3,188	178	3,366	6,557
April, 22	176	1,876	616	151	2,819	1,381	58	1,439	4,258
May, 22									
June, 22									
July, 22									
August, 22									
September, 22									
October, 22									
November, 22									
December, 22									
<b>Totals January - April</b>	<b>559</b>	<b>7,772</b>	<b>2,628</b>	<b>787</b>	<b>11,746</b>	<b>9,605</b>	<b>488</b>	<b>10,093</b>	<b>21,839</b>
<b>2021</b>									
January, 21	131	1,074	540	161	1,906	1,968	122	2,090	3,996
February, 21	109	1,966	533	218	2,826	2,863	300	3,163	5,989
March, 21	113	2,286	743	340	3,482	3,804	402	4,206	7,688
April, 21	120	2,534	743	196	3,593	4,966	180	5,146	8,739
May, 21									
June, 21									
July, 21									
August, 21									
September, 21									
October, 21									
November, 21									
December, 21									
<b>Totals January - April</b>	<b>473</b>	<b>7,860</b>	<b>2,559</b>	<b>915</b>	<b>11,807</b>	<b>13,601</b>	<b>1,004</b>	<b>14,605</b>	<b>26,412</b>
<b>Difference</b>	<b>86</b>	<b>-88</b>	<b>69</b>	<b>-128</b>	<b>-61</b>	<b>-3,996</b>	<b>-516</b>	<b>-4,512</b>	<b>-4,573</b>
<b>YTD % Change</b>	<b>18%</b>	<b>-1%</b>	<b>3%</b>	<b>-14%</b>	<b>-1%</b>	<b>-29%</b>	<b>-51%</b>	<b>-31%</b>	<b>-17%</b>
<b>Legend:</b>	<b>AC: Air Carrier</b>		<b>AT: Air Taxi</b>						
	<b>GA: General Aviation</b>		<b>MI: Military</b>						

## AIR TRAFFIC

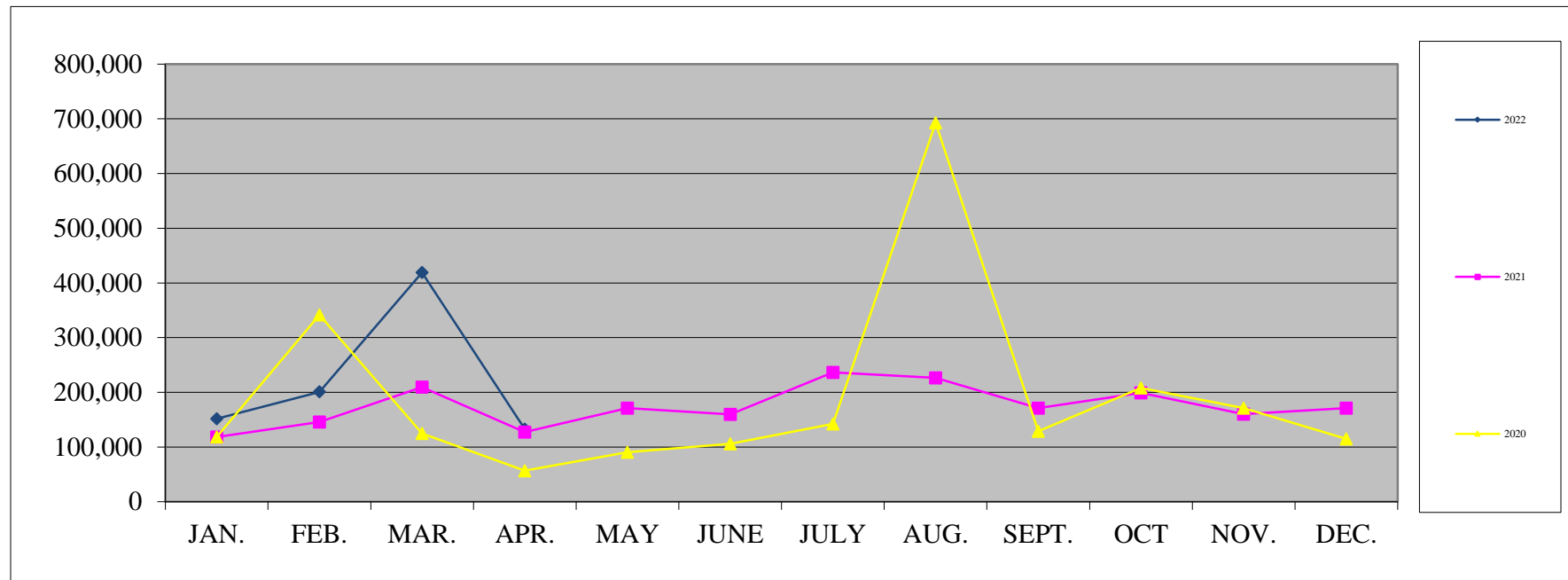
	<u>JAN</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>TOTAL</u>
<b>2022</b>	4,764	6,260	6,557	<b>4,258</b>									<b>21,839</b>
<b>2021</b>	3,996	5,989	7,688	8,739	6,570	7,142	7,230	6,181	7,206	7,958	6,808	5,463	80,970
<b>2020</b>	3,109	6,494	2,841	1,398	2,614	5,846	5,399	7,318	7,550	8,532	5,078	4,269	60,448
<b>2019</b>	3,102	4,852	6,848	8,225	6,328	8,541	8,051	5,520	7,187	7,240	6,072	4,587	76,553
<b>2018</b>	3,418	4,601	6,312	5,510	5,094	6,865	6,865	4,910	6,336	9,974	5,317	4,091	69,293
<b>2017</b>	3,539	6,598	5,329	5,340	4,253	4,338	3,613	4,717	7,081	6,177	6,062	4,094	61,141
<b>2016</b>	4,422	7,789	7,962	7,312	6,898	8,011	5,877	4,789	7,593	6,052	5,458	4,948	77,111
<b>2015</b>	6,918	7,133	8,557	8,870	8,022	7,268	8,089	5,426	8,846	11,367	8,753	7,101	96,350
<b>2014</b>	6,511	6,887	7,143	8,426	8,365	7,234	7,423	5,756	9,035	10,496	8,316	5,509	91,101
<b>2013</b>	5,341	7,146	7,440	7,349	7,336	8,291	6,696	6,694	8,755	10,136	7,946	7,001	90,131
<b>2012</b>	4,642	6,700	8,189	8,002	11,819	7,532	7,635	7,802	10,478	10,292	8,838	5,409	97,338



# FUEL FLOWAGE

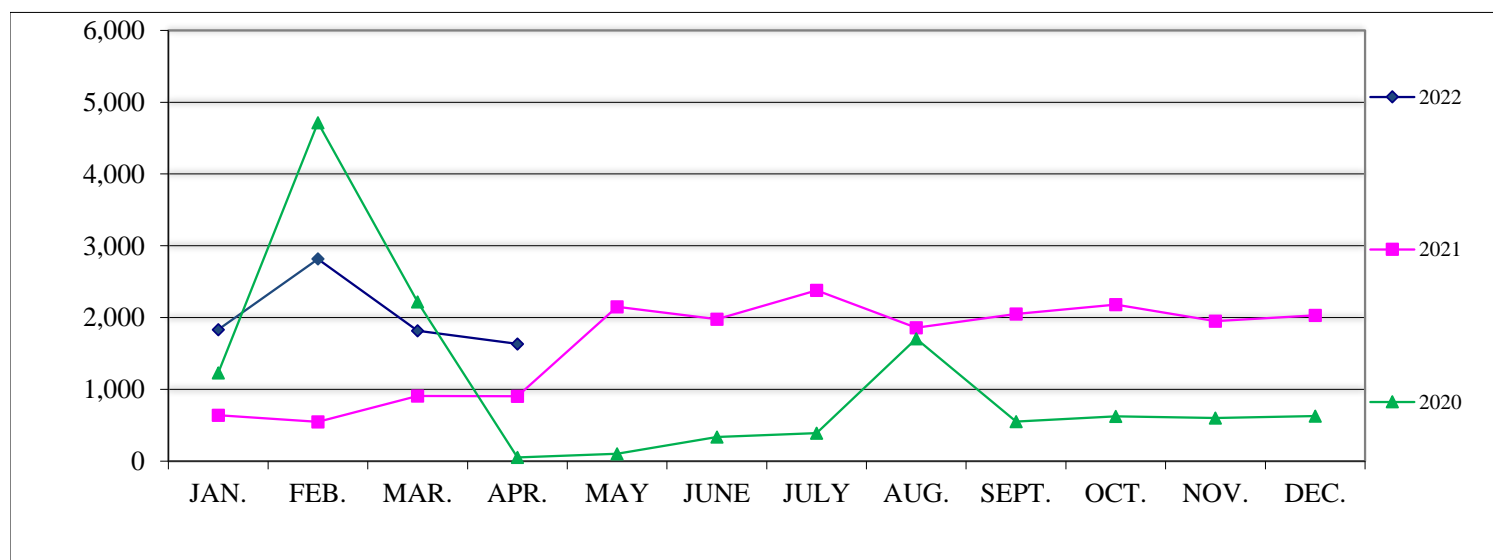
Gallons of Fuel Sold at SLN

	<u>JAN.</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>	<u>SEPT.</u>	<u>OCT</u>	<u>NOV.</u>	<u>DEC.</u>	<u>TOTAL</u>
<b>2022</b>	151,697	200,550	418,949	<b><u>132,790</u></b>									<b><u>903,986</u></b>
<b>2021</b>	118,269	145,726	209,376	127,107	171,289	159,725	236,452	226,367	171,259	199,197	160,279	171,150	2,096,198
<b>2020</b>	118,337	341,329	124,865	56,765	90,326	105,987	142,234	692,613	128,710	208,081	170,893	114,869	2,295,009
<b>2019</b>	156,531	183,334	150,881	119,745	172,835	157,376	111,147	645,834	161,888	223,382	108,525	87,182	2,278,659
<b>2018</b>	74,807	186,507	172,561	154,513	131,941	367,663	288,977	303,273	348,454	161,563	125,129	99,437	2,414,825
<b>2017</b>	115,075	588,072	203,387	149,134	143,801	211,351	160,134	126,751	418,616	172,614	200,050	133,173	2,622,158
<b>2016</b>	80,221	136,763	130,990	94,673	153,410	132,964	208,846	375,330	137,906	126,983	100,764	182,062	1,860,912
<b>2015</b>	176,746	188,406	290,470	132,543	128,100	126,428	237,782	108,581	143,816	717,601	147,853	89,277	2,487,603
<b>2014</b>	115,573	135,651	112,694	95,549	110,387	282,468	103,108	83,757	91,423	652,207	90,948	97,295	1,971,061
<b>2013</b>	139,227	165,167	138,056	121,295	120,083	282,743	134,677	137,840	126,523	134,024	151,427	106,917	1,757,981
<b>2012</b>	136,995	163,253	303,472	142,770	307,541	365,938	162,584	169,534	163,515	149,404	287,619	241,424	2,594,049



## ENPLANEMENTS

	<u>JAN.</u>	<u>FEB.</u>	<u>MAR.</u>	<u>APR.</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>	<u>TOTAL</u>
<b>2022</b>	1,833	2,815	1,815	<u>1,634</u>									<b>8,097</b>
<b>2021</b>	638	548	909	904	2,151	1,979	2,379	1,859	2,050	2,182	1,949	2,032	19,580
<b>2020</b>	1,232	4,716	2,219	52	105	338	392	1,705	552	624	602	628	13,165
<b>2019</b>	996	1,659	1,698	1,548	1,865	1,727	2,065	2,556	1,540	1,958	1,703	1,874	21,189
<b>2018</b>	414	715	370	783	1,387	1,751	1,623	5,553	2,095	2,230	1,756	1,622	20,299
<b>2017</b>	720	1,344	731	756	761	852	793	746	3,874	946	1,229	1,207	13,959
<b>2016</b>	36	0	0	0	0	104	372	910	637	558	574	692	3,883
<b>2015</b>	528	107	4,550	531	122	88	77	79	61	3,574	592	80	10,389
<b>2014</b>	145	109	140	135	175	403	282	223	178	431	157	178	2,556
<b>2013</b>	166	191	205	214	243	218	202	205	161	178	212	243	2,438
<b>2012</b>	237	249	247	216	287	213	174	198	151	187	229	335	2,723



**\*\*Adjustment based on Nonscheduled/On-Demand Air Carrier Filings FAA Form 1800-31**

**Salina Airport Authority**  
**Statement of Net Assets Prev Year Comparison**  
As of April 30, 2022

05/15/2022

	Apr 30, 22	Mar 31, 22	\$ Change	Apr 30, 21	\$ Change	% Change
<b>ASSETS</b>						
Current Assets						
Checking/Savings						
Cash in Bank-Bond Funds	2,013,920	2,056,904	-42,984	52,172	1,961,748	3,760%
Cash in bank-Operating Funds	2,090,743	2,098,805	-8,062	1,156,783	933,960	81%
Cash in Bank - Mill Levy	2,240,825	2,245,396	-4,571	1,534,668	706,157	46%
Total Checking/Savings	6,345,488	6,401,105	-55,617	2,743,623	3,601,865	131%
Accounts Receivable						
Accounts Receivable	111,592	202,001	-90,409	40,469	71,123	176%
Total Accounts Receivable	111,592	202,001	-90,409	40,469	71,123	176%
Other Current Assets						
Agri Land Receivable	66,760	66,760	0	66,760	0	0%
Mill Levy receivable	1,100,648	1,100,648	0	1,111,021	-10,373	-1%
Other current assets	208,548	225,211	-16,663	189,247	19,301	10%
Undeposited Funds	10,870	10,182	688	2,270	8,600	379%
Total Other Current Assets	1,386,826	1,402,801	-15,975	1,369,298	17,528	1%
Total Current Assets	7,843,906	8,005,907	-162,001	4,153,390	3,690,516	89%
Fixed Assets						
Fixed assets at cost	96,955,374	96,721,328	234,046	93,745,393	3,209,981	3%
Less accumulated depreciation	-54,260,732	-54,018,645	-242,087	-51,393,663	-2,867,069	-6%
Total Fixed Assets	42,694,642	42,702,683	-8,041	42,351,730	342,912	1%
Other Assets						
Deferred Outflow of Resources	1,102,243	1,102,243	0	1,232,712	-130,469	-11%
Total Other Assets	1,102,243	1,102,243	0	1,232,712	-130,469	-11%
<b>TOTAL ASSETS</b>	<b>51,640,791</b>	<b>51,810,833</b>	<b>-170,042</b>	<b>47,737,832</b>	<b>3,902,959</b>	<b>8%</b>
<b>LIABILITIES &amp; EQUITY</b>						
Liabilities						
Current Liabilities						
Accounts Payable						
Accounts payable	234,994	134,300	100,694	218,289	16,705	8%
Total Accounts Payable	234,994	134,300	100,694	218,289	16,705	8%
Total Credit Cards	0	-19	19	9,455	-9,455	-100%
Other Current Liabilities						
Accrued debt interest payable	93,324	46,280	47,044	110,579	-17,255	-16%
Debt, current portion	1,710,800	1,710,800	0	3,772,397	-2,061,597	-55%
Deferred Agri Land Revenue	44,507	50,070	-5,563	44,507	0	0%
Deferred Mill Levy revenue	1,637,370	1,842,041	-204,671	1,689,779	-52,409	-3%
Other current liabilities	270,422	252,272	18,150	263,052	7,370	3%
Total Other Current Liabilities	3,756,423	3,901,463	-145,040	5,880,314	-2,123,891	-36%
Total Current Liabilities	3,991,417	4,035,744	-44,327	6,108,058	-2,116,641	-35%
Long Term Liabilities						
Debt - Long Term	25,617,773	25,617,773	0	23,523,853	2,093,920	9%
Deferred Inflows of Resources	69,191	69,191	0	66,426	2,765	4%
Less current portion	-1,710,800	-1,710,800	0	-3,772,397	2,061,597	55%
Net OPEB Liability (KPERs)	13,911	13,911	0	13,924	-13	-0%
Net Pension Liability	715,670	715,670	0	715,670	0	0%
Security Deposits Returnable	94,064	94,064	0	82,991	11,073	13%
Total Long Term Liabilities	24,799,809	24,799,809	0	20,630,467	4,169,342	20%
Total Liabilities	28,791,226	28,835,553	-44,327	26,738,525	2,052,701	8%
Equity						
Invested in Capital Assets net	17,076,869	17,081,961	-5,092	18,817,404	-1,740,535	-9%
Net assets, Designated	90,000	90,000	0	90,000	0	0%
Net assets, Unrestricted	5,898,123	5,893,031	5,092	2,289,779	3,608,344	158%
Net Income	-215,425	-89,714	-125,711	-197,876	-17,549	-9%
Total Equity	22,849,563	22,975,278	-125,711	20,999,307	1,850,260	9%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>51,640,793</b>	<b>51,810,831</b>	<b>-170,038</b>	<b>47,737,832</b>	<b>3,902,961</b>	<b>8%</b>

**Salina Airport Authority**  
**Profit & Loss Budget Performance**  
**April 2022**

6:22 PM  
05/15/2022  
Accrual Basis

	Apr 22	Jan - Apr 22	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>Airfield revenue</b>						
Fuel Flowage Fees	11,500	80,387	60,000	20,387	134%	180,000
Hangar rent	57,072	276,980	271,667	5,313	102%	815,000
Landing fees	2,677	18,305	10,150	8,155	180%	30,450
Ramp rent	6,535	22,840	21,667	1,173	105%	65,000
<b>Total Airfield revenue</b>	<b>77,784</b>	<b>398,512</b>	<b>363,484</b>	<b>35,028</b>	<b>110%</b>	<b>1,090,450</b>
<b>Building and land rent</b>						
Agri land rent	5,563	22,253	22,333	-80	100%	67,000
<b>Building rents - Long Term</b>						
Short-term leasing	38,129	151,636	177,483	-25,847	85%	532,450
Building rents - Long Term - Other	78,279	309,596	272,517	37,079	114%	817,550
<b>Total Building rents - Long Term</b>	<b>116,408</b>	<b>461,232</b>	<b>450,000</b>	<b>11,232</b>	<b>102%</b>	<b>1,350,000</b>
<b>Land rent</b>						
Basic Land Rent	13,486	50,571	54,191	-3,620	93%	162,573
Property tax - tenant share	8,952	35,809	35,809	0	100%	107,427
<b>Total Land rent</b>	<b>22,438</b>	<b>86,380</b>	<b>90,000</b>	<b>-3,620</b>	<b>96%</b>	<b>270,000</b>
Tank rent	1,220	4,880	4,680	200	104%	14,040
<b>Total Building and land rent</b>	<b>145,629</b>	<b>574,745</b>	<b>567,013</b>	<b>7,732</b>	<b>101%</b>	<b>1,701,040</b>
<b>Other revenue</b>						
Airport Marketing	0	0	8,333	-8,333	0%	25,000
ARFF Training	0	0	0	0	0%	0
Commissions	874	6,780	6,333	447	107%	19,000
Other income	1,633	32,132	24,667	7,465	130%	74,000
<b>Total Other revenue</b>	<b>2,507</b>	<b>38,912</b>	<b>39,333</b>	<b>-421</b>	<b>99%</b>	<b>118,000</b>
<b>Total Income</b>	<b>225,920</b>	<b>1,012,169</b>	<b>969,830</b>	<b>42,339</b>	<b>104%</b>	<b>2,909,490</b>
<b>Gross Profit</b>	<b>225,920</b>	<b>1,012,169</b>	<b>969,830</b>	<b>42,339</b>	<b>104%</b>	<b>2,909,490</b>
<b>Expense</b>						
<b>Administrative expenses</b>						
A/E, consultants, brokers	0	3,035	11,333	-8,298	27%	34,000
Airport promotion	17,357	70,595	81,667	-11,072	86%	245,000
Bad Debt Expense	0	0	1,667	-1,667	0%	5,000
Computer/Network Admin.	3,963	10,736	9,500	1,236	113%	28,500
Dues and subscriptions	1,130	8,149	9,167	-1,018	89%	27,500
Employee retirement	9,814	28,929	26,696	2,233	108%	80,088
FICA and medicare tax expense	8,439	24,461	22,386	2,075	109%	67,157
Industrial development	4,792	19,167	20,000	-833	96%	60,000
Insurance , property	19,167	77,581	76,667	914	101%	230,000
Insurance, medical	16,291	65,048	73,333	-8,285	89%	220,000
Kansas unemployment tax	0	209	333	-124	63%	1,000
Legal and accounting	1,281	8,516	15,300	-6,784	56%	45,900
Office salaries	65,027	184,939	183,333	1,606	101%	550,000
Office Supplies	199	3,097	2,718	379	114%	8,155
Other administrative expense	986	3,497	6,000	-2,503	58%	18,000
Postage	28	564	680	-116	83%	2,040
Property tax expense	12,047	48,188	48,188	0	100%	144,565
Special Events	0	0	500	-500	0%	1,500
Telephone	1,800	6,139	8,333	-2,194	74%	25,000
Training	0	1,000	3,333	-2,333	30%	10,000
Travel and meetings	2,114	6,473	3,333	3,140	194%	10,000
<b>Total Administrative expenses</b>	<b>164,435</b>	<b>570,323</b>	<b>604,467</b>	<b>-34,144</b>	<b>94%</b>	<b>1,813,405</b>



	<b>Apr 22</b>	<b>Jan - Apr 22</b>	<b>YTD Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>	<b>Annual Budget</b>
<b>Maintenance expenses</b>						
Airfield maintenance	6,910	18,223	16,667	1,556	109%	50,000
Airport Security	0	0	2,667	-2,667	0%	8,000
Building maintenance	16,290	75,021	50,000	25,021	150%	150,000
Equipment fuel and repairs	7,391	31,628	30,000	1,628	105%	90,000
Fire Services	3,150	4,518	10,583	-6,065	43%	31,750
Grounds maintenance	7,974	8,014	5,000	3,014	160%	15,000
Maintenance salaries	46,048	137,964	127,375	10,589	108%	382,124
Other maintenance expenses	924	4,466	6,667	-2,201	67%	20,000
Snow removal expense	0	8,740	6,667	2,073	131%	20,000
Utilities	14,397	107,283	100,000	7,283	107%	300,000
<b>Total Maintenance expenses</b>	<b>103,084</b>	<b>395,857</b>	<b>355,626</b>	<b>40,231</b>	<b>111%</b>	<b>1,066,874</b>
<b>Total Expense</b>	<b>267,519</b>	<b>966,180</b>	<b>960,093</b>	<b>6,087</b>	<b>101%</b>	<b>2,880,279</b>
<b>Net Ordinary Income</b>	<b>-41,599</b>	<b>45,989</b>	<b>9,737</b>	<b>36,252</b>	<b>472%</b>	<b>29,211</b>
<b>Other Income/Expense</b>						
<b>Other Income</b>						
Capital contributed	0	75,272	2,061,211	-1,985,939	4%	6,183,632
Gain on sale of assets	0	0	0	0	0%	20,000
<b>Interest income</b>						
Interest income on deposits	366	1,580	500	1,080	316%	1,500
<b>Total Interest income</b>	<b>366</b>	<b>1,580</b>	<b>500</b>	<b>1,080</b>	<b>316%</b>	<b>1,500</b>
<b>Mill levy income</b>	<b>204,671</b>	<b>818,685</b>	<b>818,685</b>	<b>0</b>	<b>100%</b>	<b>2,456,055</b>
<b>Total Other Income</b>	<b>205,037</b>	<b>895,537</b>	<b>2,880,396</b>	<b>-1,984,859</b>	<b>31%</b>	<b>8,661,187</b>
<b>Other Expense</b>						
<b>Debt interest expense net</b>						
Bond issue cost	19	426	45,000	-44,574	1%	45,000
Interest Expense on Debt	47,044	188,177	188,177	0	100%	564,530
<b>Total Debt interest expense net</b>	<b>47,063</b>	<b>188,603</b>	<b>233,177</b>	<b>-44,574</b>	<b>81%</b>	<b>609,530</b>
<b>Depreciation expense</b>	<b>242,087</b>	<b>968,348</b>	<b>968,348</b>	<b>0</b>	<b>100%</b>	<b>2,905,044</b>
<b>Total Other Expense</b>	<b>289,150</b>	<b>1,156,951</b>	<b>1,201,525</b>	<b>-44,574</b>	<b>96%</b>	<b>3,514,574</b>
<b>Net Other Income</b>	<b>-84,113</b>	<b>-261,414</b>	<b>1,678,871</b>	<b>-1,940,285</b>	<b>-16%</b>	<b>5,146,613</b>
<b>Net Income</b>	<b>-125,712</b>	<b>-215,425</b>	<b>1,688,608</b>	<b>-1,904,033</b>	<b>-13%</b>	<b>5,175,824</b>

**Salina Airport Authority**  
**Profit & Loss Prev Year Comparison**  
January through April 2022

6:25 PM  
05/15/2022  
Accrual Basis

	Jan - Apr 22	Jan - Apr 21	\$ Change	% Change
Ordinary Income/Expense				
Income				
Airfield revenue				
Fuel Flowage Fees	80,387.19	50,790.63	29,596.56	58.27%
Hangar rent	276,979.72	224,494.36	52,485.36	23.38%
Landing fees	18,305.11	8,187.80	10,117.31	123.57%
Ramp rent	22,840.00	21,172.00	1,668.00	7.88%
Total Airfield revenue	398,512.02	304,644.79	93,867.23	30.81%
Building and land rent				
Agri land rent	22,253.32	22,253.32	0.00	0.0%
Building rents - Long Term				
Short-term leasing	151,636.00	143,494.96	8,141.04	5.67%
Building rents - Long Term - Other	309,596.20	297,953.44	11,642.76	3.91%
Total Building rents - Long Term	461,232.20	441,448.40	19,783.80	4.48%
Land rent				
Basic Land Rent	50,570.89	52,083.61	-1,512.72	-2.9%
Property tax - tenant share	35,808.84	37,808.00	-1,999.16	-5.29%
Total Land rent	86,379.73	89,891.61	-3,511.88	-3.91%
Tank rent	4,880.00	4,668.00	212.00	4.54%
Total Building and land rent	574,745.25	558,261.33	16,483.92	2.95%
Other revenue				
Commissions	6,779.98	2,971.40	3,808.58	128.18%
Other income	32,132.13	16,490.88	15,641.25	94.85%
Total Other revenue	38,912.11	19,462.28	19,449.83	99.94%
Total Income	1,012,169.38	882,368.40	129,800.98	14.71%
Gross Profit	1,012,169.38	882,368.40	129,800.98	14.71%
Expense				
Administrative expenses				
A/E, consultants, brokers	3,035.00	12,555.00	-9,520.00	-75.83%
Airport promotion				
Air Serv. Mktg - SAA	68,315.49	61,482.00	6,833.49	11.12%
Airport promotion - Other	2,279.08	1,025.94	1,253.14	122.15%
Total Airport promotion	70,594.57	62,507.94	8,086.63	12.94%
Bad Debt Expense	0.00	107.00	-107.00	-100.0%
Computer/Network Admin.	10,736.42	9,659.85	1,076.57	11.15%
Dues and subscriptions	8,148.91	7,727.43	421.48	5.45%
Employee retirement	28,928.71	27,734.26	1,194.45	4.31%
FICA and medicare tax expense	24,461.20	21,340.91	3,120.29	14.62%
Industrial development	19,166.68	9,500.00	9,666.68	101.76%
Insurance , property	77,581.48	68,333.32	9,248.16	13.53%
Insurance, medical	65,047.88	67,585.98	-2,538.10	-3.76%
Kansas unemployment tax	209.44	1,949.92	-1,740.48	-89.26%
Legal and accounting	8,515.70	23,126.40	-14,610.70	-63.18%
Office salaries	184,939.22	169,131.06	15,808.16	9.35%
Office Supplies	3,097.16	2,973.78	123.38	4.15%
Other administrative expense				
Merchant Processing Fees	2,705.84	3,926.65	-1,220.81	-31.09%
Other administrative expense - Other	791.42	1,070.12	-278.70	-26.04%
Total Other administrative expense	3,497.26	4,996.77	-1,499.51	-30.01%
Postage	564.24	522.99	41.25	7.89%
Property tax expense	48,188.32	56,951.32	-8,763.00	-15.39%
Telephone	6,139.18	7,666.54	-1,527.36	-19.92%
Training	1,000.00	70.95	929.05	1,309.44%
Travel and meetings	6,472.63	548.03	5,924.60	1,081.07%
Total Administrative expenses	570,324.00	554,989.45	15,334.55	2.76%

	Jan - Apr 22	Jan - Apr 21	\$ Change	% Change
<b>Maintenance expenses</b>				
Airfield maintenance	18,223.38	20,287.75	-2,064.37	-10.18%
Airport Security	0.00	315.83	-315.83	-100.0%
Building maintenance	75,020.95	54,810.84	20,210.11	36.87%
Equipment fuel and repairs	31,627.88	29,388.91	2,238.97	7.62%
Fire Services	4,517.50	473.07	4,044.43	854.93%
Grounds maintenance	8,014.45	4,012.26	4,002.19	99.75%
<b>Maintenance salaries</b>				
COVID-19 Compensation	0.00	343.00	-343.00	-100.0%
Maintenance salaries - Other	137,964.42	114,572.54	23,391.88	20.42%
<b>Total Maintenance salaries</b>	137,964.42	114,915.54	23,048.88	20.06%
Other maintenance expenses	4,466.01	6,602.25	-2,136.24	-32.36%
Snow removal expense	8,740.00	2,684.74	6,055.26	225.54%
Utilities	107,282.97	231,137.77	-123,854.80	-53.59%
<b>Total Maintenance expenses</b>	395,857.56	464,628.96	-68,771.40	-14.8%
Uncategorized Expenses	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	966,181.56	1,019,618.41	-53,436.85	-5.24%
<b>Net Ordinary Income</b>	45,987.82	-137,250.01	183,237.83	133.51%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>Capital contributed</b>				
ARPA Grant No. 45 - Equipment	0.00	0.00	0.00	0.0%
ARPA Grant No. 45 - Operating	75,271.79	0.00	75,271.79	100.0%
CARES Grant No. 41 - Operating	0.00	183,669.53	-183,669.53	-100.0%
Capital contributed - Other	0.00	74,258.27	-74,258.27	-100.0%
<b>Total Capital contributed</b>	75,271.79	257,927.80	-182,656.01	-70.82%
<b>Interest income</b>				
Interest income on deposits	1,580.04	337.56	1,242.48	368.08%
<b>Total Interest income</b>	1,580.04	337.56	1,242.48	368.08%
<b>Mill levy income</b>	818,685.00	844,889.68	-26,204.68	-3.1%
<b>Total Other Income</b>	895,536.83	1,103,155.04	-207,618.21	-18.82%
<b>Other Expense</b>				
<b>Debt interest expense net</b>				
Bond issue cost	425.50	0.00	425.50	100.0%
Interest Expense on Debt	188,176.80	214,420.00	-26,243.20	-12.24%
<b>Total Debt interest expense net</b>	188,602.30	214,420.00	-25,817.70	-12.04%
<b>Depreciation expense</b>	968,347.84	949,360.68	18,987.16	2.0%
<b>Total Other Expense</b>	1,156,950.14	1,163,780.68	-6,830.54	-0.59%
<b>Net Other Income</b>	-261,413.31	-60,625.64	-200,787.67	-331.19%
<b>Net Income</b>	<b>-215,425.49</b>	<b>-197,875.65</b>	<b>-17,549.84</b>	<b>-8.87%</b>

Salina Airport Authority  
**Capital Additions Budget vs. Actual**  
As of April 30, 2022

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05/15/2022  
Accrual Basis

	Apr 22	Jan - Apr 22	Budget	\$ Over Budget	% of Budget
<b>ASSETS</b>					
<b>Fixed Assets</b>					
<b>Fixed assets at cost</b>					
<b>Airfield</b>					
AIP-42 Rwy 17/35 Rehab	3,350	8,250	3,872,315	-3,864,065	0%
AIP-47 Pumphouse 305		20,449	380,957	-360,508	5%
AIP-48 Terminal Parking Lot Reh		2,490	562,500	-560,010	0%
AIP-XX Rwy 12/30 Rehab Design	9,419	40,353	285,250	-244,897	14%
AIP-XX Terminal Bldg. Expansion	7,595	7,595	1,393,302	-1,385,707	1%
Airfield Improvements	20,000	20,000	50,000	-30,000	40%
GA Hangar Construction		0	730,000	-730,000	0%
GA Hangar taxilane		0	113,172	-113,172	0%
GA Hangars Design		0	17,694	-17,694	0%
KAIP-2022 Rwy 17/35 N 4,800ft.	6,834	6,834	1,691,185	-1,684,351	0%
North Ramp Development		7,500	7,500	0	100%
Rwys 17/35 - 12/30 LED Lighting		0	175,000	-175,000	0%
<b>Total Airfield</b>	47,198	113,471	9,278,875	-9,165,404	1%
<b>Buildings &amp; Improvements</b>					
<b>Bldg. 120 Terminal building</b>					
Concourse Imps.	14,215	284,850	393,107	-108,257	72%
South overflow parking lot A/E	4,600	18,500	18,500	0	100%
South overflow parking lt const		0	155,170	-155,170	0%
Terminal Bldg. Other		0	15,000	-15,000	0%
<b>Total Bldg. 120 Terminal building</b>	18,815	303,350	581,777	-278,427	52%
<b>Building improvements</b>					
2021-12-15 Storm Damage	337	32,001	1,000,000	-967,999	3%
Bldg. #1021 Facility Imps.		88,179	151,891	-63,712	58%
Bldg. 394 Parking Lot Imps.		0	50,000	-50,000	0%
Bldg. 412 Imps.		0	35,000	-35,000	0%
Bldg. 520 Imps.		13,338	50,000	-36,662	27%
Bldg. 595 Improvements Const.	152,251	152,251	1,664,000	-1,511,749	9%
Bldg. 595 Improvements Design	4,250	76,450	80,700	-4,250	95%
Bldg. 655 Improvements	22,500	29,253	40,000	-10,747	73%
Bldg. Imps. Other	12,337	42,541	45,000	-2,459	95%
Hangar #509 Imps.		0	20,000	-20,000	0%
Hangar 600 Improvements	660	5,120	16,490	-11,370	31%
Hangar 959 Rehabilitation		29,661	32,725	-3,064	91%
<b>Total Building improvements</b>	192,335	468,794	3,185,806	-2,717,012	15%
<b>FBO Improvements</b>					
Bldg. 700 Imps. Avflight North		0	45,000	-45,000	0%
Hangar 409-1 Imps Avflight So.		0	10,000	-10,000	0%
<b>Total FBO Improvements</b>		0	55,000	-55,000	0%
<b>Total Buildings &amp; Improvements</b>	211,150	772,144	3,822,583	-3,050,439	20%

	<b>Apr 22</b>	<b>Jan - Apr 22</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Equipment</b>					
Airfield Equipment		0	15,000	-15,000	0%
ARFF equipment		-17,413	25,000	-42,413	-70%
Communications equipment		4,299	20,000	-15,701	21%
Computer equipment	1,484	1,484	25,000	-23,516	6%
Industrial center equipment		0	15,000	-15,000	0%
Office equipment		0	7,500	-7,500	0%
Other Equipment		0	5,000	-5,000	0%
Shop equipment		2,148	20,000	-17,852	11%
Terminal bldg equipment		0	10,000	-10,000	0%
Vehicles		0	25,000	-25,000	0%
<b>Total Equipment</b>	<b>1,484</b>	<b>-9,482</b>	<b>167,500</b>	<b>-176,982</b>	<b>-6%</b>
<b>Land</b>					
Airport Indust. Cent. Imps.					
AIC-City-Wide Storage Tract Imp		0	15,000	-15,000	0%
Airport Indust. Cent. Imps. - Other		0	3,000	-3,000	0%
<b>Total Airport Indust. Cent. Imps.</b>		<b>0</b>	<b>18,000</b>	<b>-18,000</b>	<b>0%</b>
Rail Spur Imps.		0	20,000	-20,000	0%
<b>Total Land</b>		<b>0</b>	<b>38,000</b>	<b>-38,000</b>	<b>0%</b>
<b>Total Fixed assets at cost</b>	<b>259,832</b>	<b>876,133</b>	<b>13,306,958</b>	<b>-12,430,825</b>	<b>7%</b>

# Salina Airport Authority

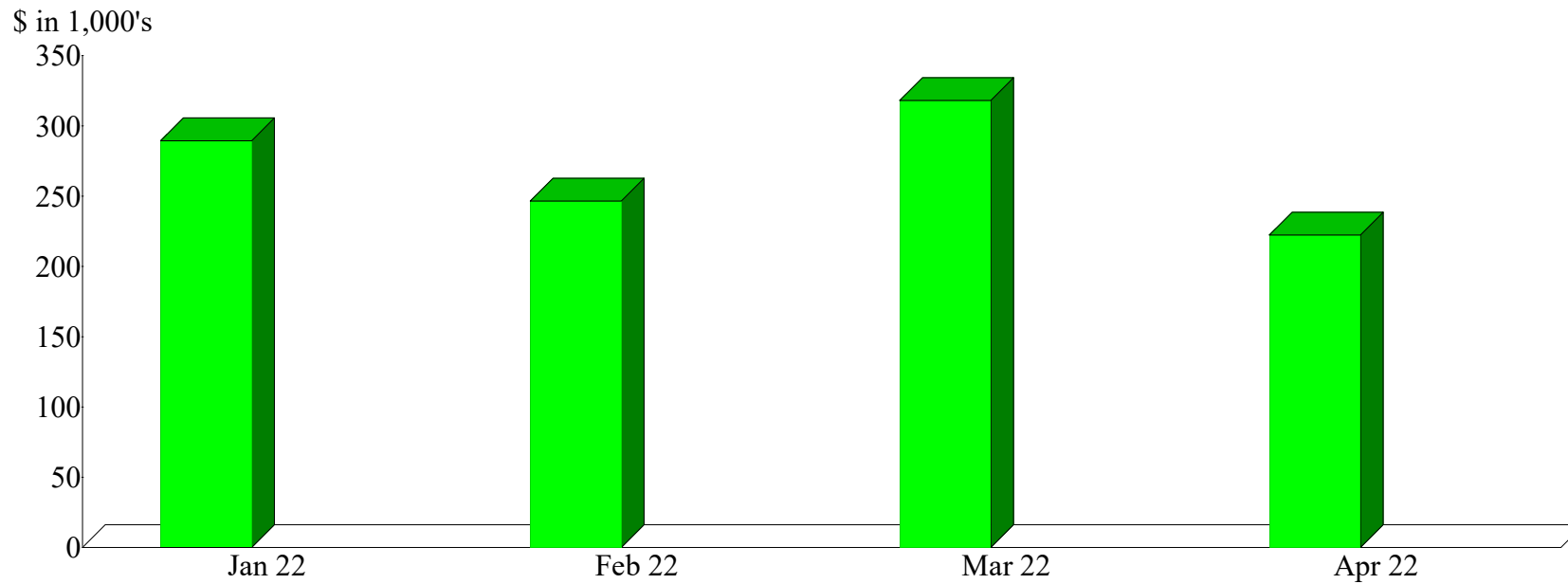
## Significant Capital Expenditures Detail

### April 2022

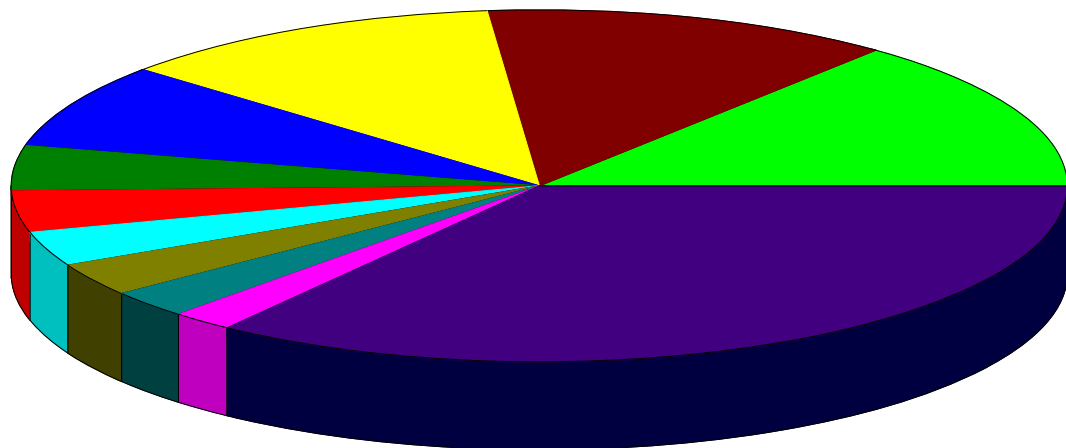
Type	Date	Name	Memo	Amount	Balance
<b>Fixed assets at cost</b>					
<b>Airfield</b>					
Bill	04/12/2022	Jviation Inc	AIP 42 - Runway 17/35 Construction observation	3,350.00	3,350.00
				3,350.00	3,350.00
<b>AIP-42 Rwy 17/35 Rehab</b>					
				3,350.00	3,350.00
Bill	04/12/2022	Jviation Inc	Runway 12/30 pavement investigation	9,418.75	9,418.75
				9,418.75	9,418.75
<b>AIP-XX Rwy 12/30 Rehab Design</b>					
Bill	04/28/2022	Burns & McDonnell Engineering Co., ...	Terminal Building Expansion Project - IFE	4,000.00	4,000.00
Bill	04/30/2022	Coffman Associates, Inc.	Professional services through April 30, 2022, Salina Regional Terminal Envir...	3,595.00	7,595.00
				7,595.00	7,595.00
<b>AIP-XX Terminal Bldg. Expansion</b>					
Bill	04/28/2022	Cillessen & Sons, Inc.	Pavement markings	20,000.00	20,000.00
				20,000.00	20,000.00
<b>Airfield Improvements</b>					
Bill	04/12/2022	Jviation Inc	Construction admin and on-site coordination	6,833.60	6,833.60
				6,833.60	6,833.60
<b>KAIP-2022 Rwy 17/35 N 4,800ft.</b>					
				6,833.60	6,833.60
Total Airfield				47,197.35	47,197.35
<b>Buildings &amp; Improvements</b>					
<b>Bldg. 120 Terminal building</b>					
<b>Concourse Imps.</b>					
Bill	04/05/2022	Lowe's Business Account Inc	Concourse Landscaping Materials: Fabric, pins, edging	2,008.16	2,008.16
Bill	04/08/2022	Johnson Sand Company	Term. bldg. landscaping (fill sand)	42.12	2,050.28
Bill	04/11/2022	Midwest Concrete Materials, Inc. (V)	Term. Bldg. landscaping	870.00	2,920.28
Bill	04/11/2022	Construction Rental, Inc.	Term. bldg. landscaping	42.00	2,962.28
Bill	04/18/2022	Kanza Organics	Term. Bldg. landscaping rock	4,350.00	7,312.28
Bill	04/20/2022	Kanza Organics	Term. Bldg. landscaping rock	4,065.00	11,377.28
Bill	04/22/2022	Landscape Consultants LLC-s	Term. bldg. landscaping	720.00	12,097.28
Bill	04/25/2022	Kanza Organics	Term. bldg. landscaping rock	1,680.00	13,777.28
Bill	04/27/2022	Midwest Concrete Materials, Inc. (V)	Term. bldg. landscaping	437.50	14,214.78
				14,214.78	14,214.78
<b>South overflow parking lot A/E</b>					
Bill	04/07/2022	Lochner Inc	Construct South Overflow Parking Lot A/E	4,600.00	4,600.00
				4,600.00	4,600.00
Total Bldg. 120 Terminal building				18,814.78	18,814.78
<b>Building improvements</b>					
<b>2021-12-15 Storm Damage</b>					
Bill	04/08/2022	Manley Structural Engineers P.A. Inc	Inspect Damaged Airplane Hangar 504, recommended repairs	180.00	180.00
Bill	04/19/2022	Fastenal Company Inc.	H626 Fasteners	157.20	337.20
				337.20	337.20
<b>Bldg. 595 Improvements Const.</b>					
Bill	04/25/2022	Cheney Construction Inc.	Application #1	152,250.92	152,250.92
				152,250.92	152,250.92
<b>Bldg. 595 Improvements Design</b>					
Bill	04/30/2022	Hutton Corporation	Bldg. 595 Design Fee - progress pymnt no. 5	4,250.00	4,250.00
				4,250.00	4,250.00
<b>Bldg. 655 Improvements</b>					
Bill	04/08/2022	Smoky Hill, LLC	Bldg 655 Fire Suppression Replace Service LLine	22,500.00	22,500.00
				22,500.00	22,500.00
<b>Bldg. Imps. Other</b>					
Bill	04/04/2022	Cheney Door Company, Inc.	ARFF station - overhead door repairs	2,470.00	2,470.00
Bill	04/13/2022	Johnson Controls, L.P.	Bldg. 614, 2560 Arnold Ct. - Fire Suppresion system repairs	9,866.50	12,336.50
				12,336.50	12,336.50
<b>Hangar 600 Improvements</b>					
Bill	04/05/2022	Hutton Corporation	Design Contract Bldg 600- Project Manager 6 Hours	660.00	660.00
				660.00	660.00
Total Building improvements				192,334.62	192,334.62
Total Buildings & Improvements				211,149.40	211,149.40
<b>Equipment</b>					
<b>Computer equipment</b>					
Bill	04/14/2022	Nex-Tech Communications Inc	H606 Wireless Access points	1,484.13	1,484.13
				1,484.13	1,484.13
Total Computer equipment				1,484.13	1,484.13
Total Equipment				1,484.13	1,484.13
Total Fixed assets at cost				259,830.88	259,830.88
<b>TOTAL</b>				<b>259,830.88</b>	<b>259,830.88</b>

Sales by Month  
January through April 2022

Dollar Sales



Sales Summary  
January through April 2022

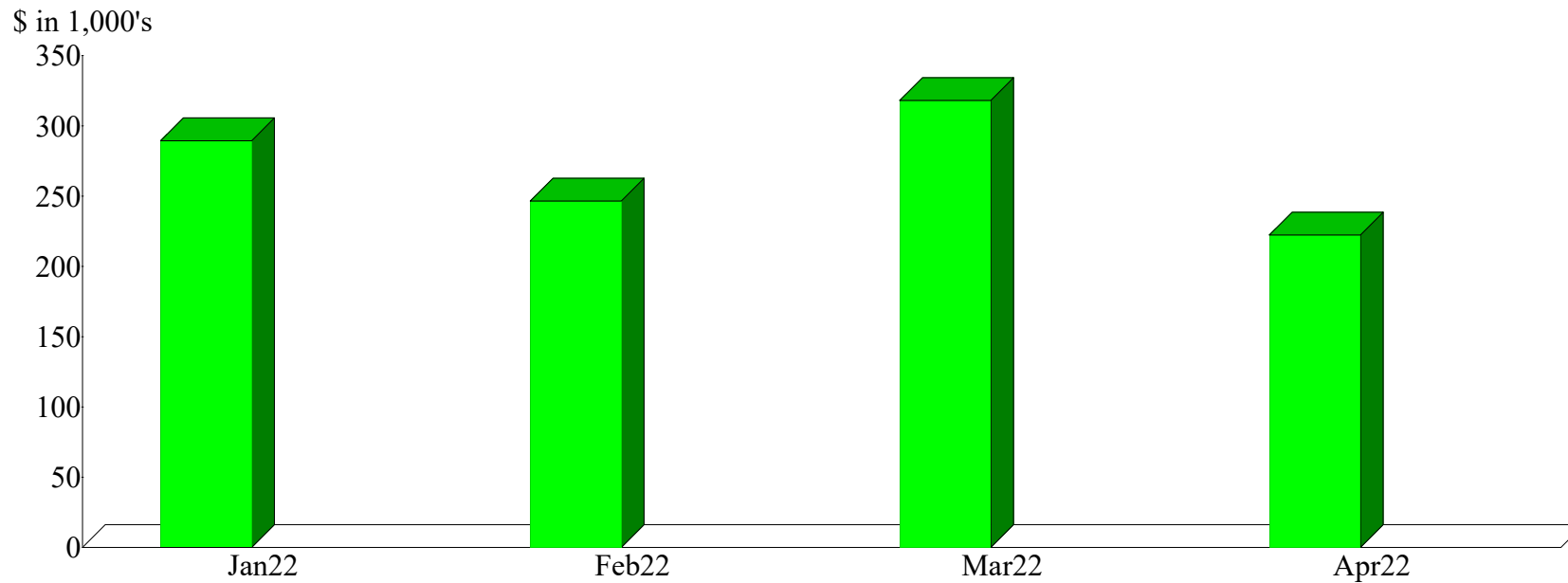


Kansas Erosion Products, LLC.	14.16%
Avflight Salina	12.64
1 Vision Aviation, PLLC	12.04
Stryten Salina, LLC	7.88
SFC Global Supply Chain	4.30
Universal Forest Products (UFP)	3.86
K-State Salina	3.21
108th Aviation Regiment	3.03
Nellis AFB	2.63
Durham School Service, L.P.	2.00
Other	34.25
Total	\$1,076,362.84

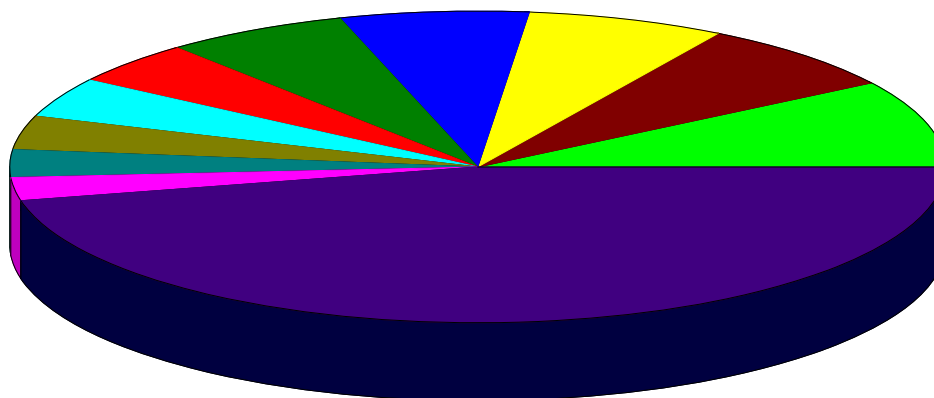
By Customer

Sales by Month  
January through April 2022

Dollar Sales



Sales Summary  
January through April 2022



H-00959-1 (Hangar Facility H959 - 2044 S	9.11%
B-01021 (Building #1021 located at 3600	7.33
FFF-Avflight Salina (Fuel Flowage Fee @	6.92
B-00655-3 (Bldg. #655 (96,611 SF) - 2656	6.53
Utility Reimbursement (Utility Reimburse	6.37
Insurance(CP) (Insurance Reimbursement)	4.55
H-0600-1 (Hangar 600 - 20,217 sq. ft.)	4.14
B-00620-1 (Building #620 (30,000 SF) an	3.55
B-00626-1 (Manufacturing facility #626 (	3.01
H-00409-1 (FBO Hangar - 2010 Rogers Ct.)	2.40
Other	46.10
Total	\$1,076,362.84

By Item



May 11, 2022

Todd M. Homan, Director  
United States Department of Transportation  
Office of Aviation Analysis  
1200 New Jersey Ave SE  
Washington, D.C. 20590

**Re:** Response to Order 2022-3-8/Proposal to Provide Essential Air Service at Salina, Kansas

**Via e-mail to:** [EAS@dot.gov](mailto:EAS@dot.gov) and [Kevin.Schlemmer@dot.gov](mailto:Kevin.Schlemmer@dot.gov)

Dear Mr. Homan,

Attached is Denver Air Connection's proposal to provide air service at Salina, Kansas to Denver International Airport (DEN) and Chicago O'Hare International Airport (ORD).

If we are selected, we will provide vital support to the regional economy with scheduled passenger service on our safe and reliable 30-seat Dornier Jet and 50-seat Embraer EMB-145 aircraft with service and schedules tailored to the community's needs.

Our reliable service will provide the Salina region with options to access the world's most comprehensive route network of United Airlines, American Airlines, and other major carriers through Denver International Airport and Chicago O'Hare International Airport. Our service is dedicated to the community to ensure seat availability and direct flights to and from Denver with an option to include Chicago. The communities we service praise our excellent completion rates and on-time performance rate.

As directed by the RFP, we will offer the Salina community 12 non-stop round-trip flights per week for a new 2 term with a 4 year option. We will work closely with local leadership to set a schedule that balances operationa and regulatory needs with community desires and connectivity to the national transportation system. Denver Air Connection believes this proposal meets the needs of the community and provides the best overall option for air service to the Salina community with reliable connectivity at Denver, Colorado and Chicago, Illinois.

Thank you for your consideration.



Marcus Hesting,  
Director of Finance  
Denver Air Connection

13252 E. Control Tower Rd. / Englewood Colorado 80112 / O: 303.768.9626 / M: 720.635.5903  
[mhesting@keylimeair.com](mailto:mhesting@keylimeair.com) / [denverairconnection.com](http://denverairconnection.com)



Proposal to Provide Essential Air Service at  
Salina, Kansas  
Filed: May 11, 2022

Via e-mail to: [EAS@dot.gov](mailto:EAS@dot.gov) and [Kevin.Schlemmer@dot.gov](mailto:Kevin.Schlemmer@dot.gov) with the title  
“Proposal to provide EAS at Salina, Kansas”

Order: 2022-3-8  
Served: March 11, 2022  
Docket: DOT-OST-2002-11376  
Under 49 U.S.C. § 41731 *et seq*



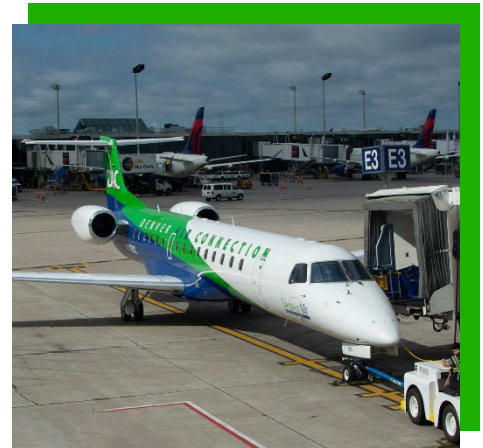
## ABOUT US

Denver Air Connection is the passenger airline operated by Key Lime Air Corporation, its parent company. Key Lime Air was founded in 1996. It has grown its scheduled passenger service by focusing on its mission to empower emerging communities with global travel and economic access by providing safe and reliable regional airline service. Key Lime Air is authorized to conduct operations under both 14 CFR part 121 and part 135.



We are here to joyfully serve our customers. We love what we do, and we share our passion by providing an extraordinary customer service to the communities we are proud to serve.

Our partner communities praise our impressive on time performance rate and onboard experience. We consistently exceed their expectations and defined requirements.



### *Over 24 Years of passenger and cargo experience*

**Telluride, Colorado** – Denver Air Connection established the first and only scheduled passenger jet service to this mountain destination. Connecting quickly and safely to Telluride from anywhere in the world has never been easier. Additional daily service from Telluride to Phoenix Sky Harbor began on December 16, 2021.

**Alliance, Nebraska** – Denver Air Connection began service to Denver on June 1, 2019. In 2021, Alliance selected Denver Air Connection to continue service through 2023.

**Clovis, New Mexico** – Denver Air Connection began service to Denver on May 1, 2020. Service was expanded to include Dallas/Ft. Worth on November 1, 2021. Clovis has recommended Denver Air Connection to continue serving the community for another four years.

**Thief River Falls, MN** – Denver Air Connection began service to Minneapolis on June 1, 2020. Thief River Falls has recommended Denver Air Connection to continue serving the community for another five years.

**Pierre, SD** – Denver Air Connection began service to Denver on July 1, 2021.

**Watertown, SD** – Denver Air Connection began service to Denver and Chicago O'Hare on July 1, 2021.

**Ironwood, MI** – Denver Air Connection began service to Chicago O'Hare and Minneapolis on October 1, 2021.

**McCook, NE** – McCook has selected Denver Air Connection to begin service to Denver in June 2022.

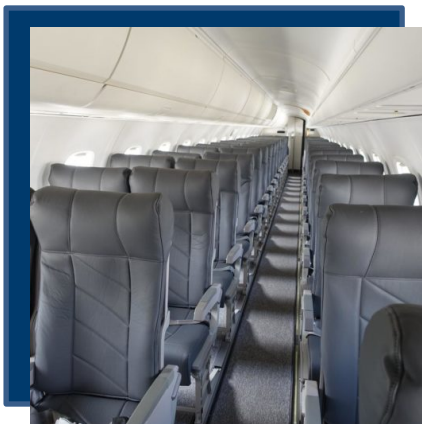




## THE FLEET

### Embraer 145LR

With 20 years in operation, over 26 million flight hours, in service with 36 airlines in 26 countries, the ERJ-145 is a proven runway legend. The ERJ-145 has a 50-seat capacity and a 1550-mile range fully loaded. Our jets underwent an Embraer refurbishment in the Summer of 2019 resulting in like new aircraft.



In the cabin, every detail has been considered. Overhead stowage compartments feature space-saving retractable panels and with no middle seat and the three-abreast, 31" seat pitch, every passenger has a comfortable window or aisle seat. Our 50 seat jets provide flexibility and choice to meet the community's emergent needs.

***Denver Air Connection will listen to Salina and work together to provide the aircraft that meets the community's needs.***

## Dornier DO-328

The Dornier DO-328 is a 30-seat passenger jet, with overhead stowage compartments and a lavatory. The large cargo compartment has 1,500 pounds capacity. The Do-Jet is the hands down winner in all critical areas of flight comfort and flying experience. The shape of the fuselage creates more headroom, and the Do-Jet has wide seats – 18.1 inches, and spacious legroom, with a 31”-34” pitch.



In the Do-Jet, there are no middle seats. Every seat is a window or aisle seat. To round out the passenger experience, our Flight Attendants provide a bountiful snack basket and beverage service.

***Denver Air Connection can  
provide the aircraft to meet the community's needs.***



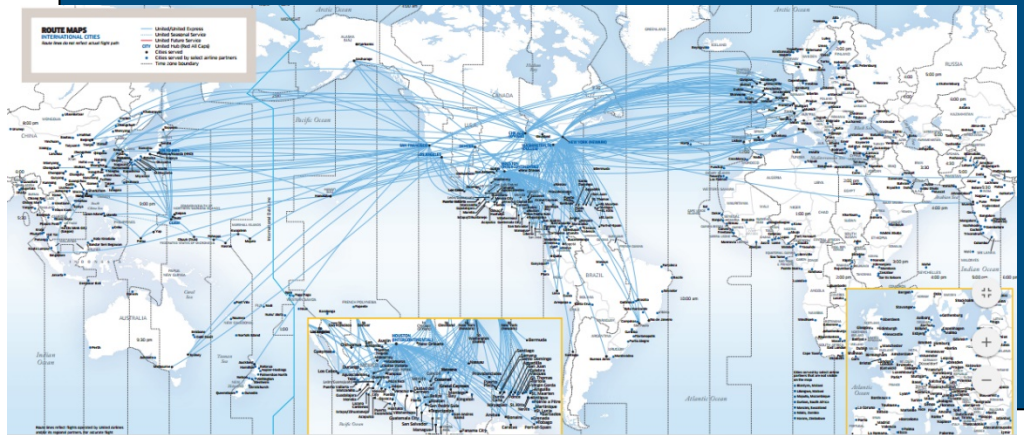
## CONNECTED TO THE WORLD

Denver Air Connection's Interline Agreement with United Airlines provides our community partners with travel network access benefits including the convenience to search, book and purchase tickets on United's web site, *United.com*, as well as baggage transfers and thru-checks to and from any of United's 500 destinations in over 30 countries. Denver Air Connection has also recently implemented an interline ticketing agreement with American Airlines, providing a wide range of destinations.

### No Checked Baggage or Security Hassles

Our Interline Agreements also allow our community partners to participate in setting fares and schedules. Denver Air Connection will work with Salina to tailor an airline service for their specific community needs.

In addition to the United and American Interline Agreements, Denver Air Connection participates in multiple Global Distribution Systems (GDS) including Sabre, Travelport, and Amadeus. Ticket distribution through these GDS systems provides world-wide visibility for the route and for the community through websites such as: Google, Kayak, Expedia, Travelocity, Priceline, and many other Online Travel Agencies (OTAs).



**Denver Air Connection Provides  
Access to the World**

## ***SAFETY, RELIABILITY & SKILL***

### **Safety**

Safety is at the core of Denver Air Connection's culture. We maintain a Safety Management System that is integrated into every aspect of our operation.

### **Skill**

Denver Air Connection pilots and mechanics are trained to the highest standards in the world.

Denver Air Connection conducts all passenger flights with two pilots, requiring the captain to hold an ATP certificate.

Our pilot culture aspires to perfection on every flight.



### **Reliability**

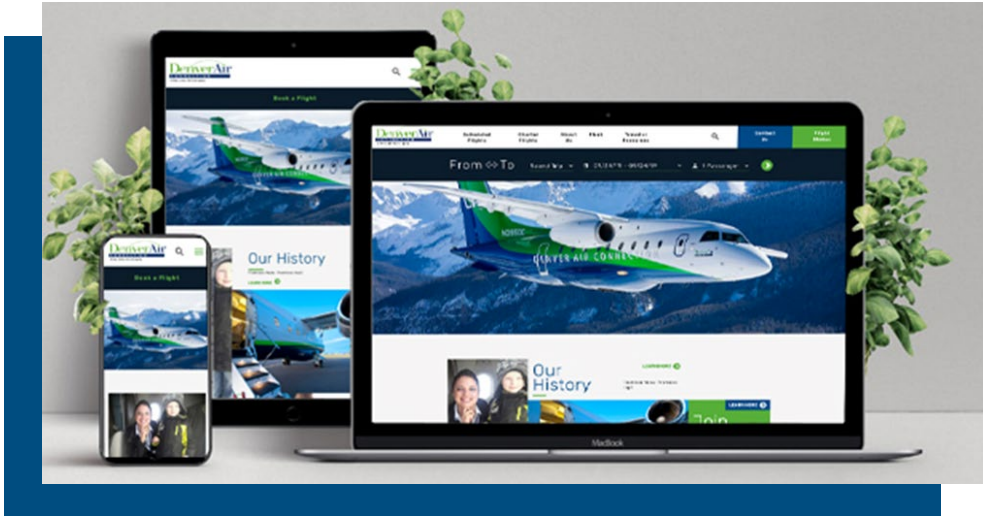
All aircraft are maintained in-house under our FAA approved maintenance program. This in conjunction with our part 145 Repair Station gives us the ability to maintain, inspect, and alter our aircraft and components at all levels. We pride ourselves on never leaving passengers stranded due to maintenance issues. Our communities know that we will use our fleet to bring maintenance to a location to fix an issue or send a replacement aircraft to get the passengers to their destination.

### **Performance**

Denver Air Connection has demonstrated an impressive completion rate of 98.5% for our EAS communities, with an equally impressive on-time arrival rate of greater than 95% (Excluding WX).



## **MARKETING**



Denver Air Connection recognizes how critical marketing is to the success of a community's airline service. We have budgeted a minimum of \$20,000 annually to create awareness for the service and promote its utilization.

Our budget will support our coordinated effort with the community to form an integrated traditional marketing campaign in print and broadcast as well as the effective utilization of digital platforms including our social media channels to raise awareness, visibility, and customer satisfaction for the community's passengers.

Marketing efforts utilize our collaborative skills and experience working with your local professionals to create and distribute messaging to obtain the highest utilization rate possible for the service.

***Denver Air Connection will listen and partner with the community to build a successful marketing campaign.***



## ***YOUR CHOICE. YOUR AIRLINE.***

Denver Air Connection represents the airline choice that listens to the Salina community's needs and customizes its service to meet those needs. The Department of Transportation awards Essential Air Service contracts based on the five criteria below. The DOT will formally solicit the views of the Salina community as to which carrier and option they prefer. The Department is directed to consider five factors when making a carrier selection:

1. The demonstrated reliability of the applicant in providing scheduled air service.

**Denver Air Connection delivers a 98.5% rate on completed flights and an impressive on-time performance rate.**

2. The contractual and marketing arrangements the applicant has made with a large carrier to ensure service beyond the hub airport.

**Denver Air Connection has an established interline agreement with United Airlines and American Airlines which provides seamless access to these Airlines' networks.**

**Denver Air Connection maintains close contractual and marketing relationships with our airline partners and the communities we serve to ensure service beyond the hub airport.**

3. The interline agreements that the applicant has made with larger carriers to allow passengers and cargo of the applicant at the hub airport to be transported by the larger carrier(s) through one reservation, ticket, and baggage check in.

**Denver Air Connection has an interline agreements with United Airlines and American Airlines**

4. Community views. The preferences of the actual and potential users of air transportation at the eligible place, giving substantial weight to the views of the elected officials representing the users of the service.

**Denver Air Connection enjoys high levels of customer support from our passengers. We are happy to provide references for all the communities we serve to hear firsthand how we deliver on our promises every day.**

5. The air carrier has included a plan in its proposal to market the service.

**Denver Air Connection will work with the community on how to best spend marketing dollars and to ensure marketing budgets are utilized and implemented effectively.**

# Bid Proposal

The proposal is for a two-year term with a four-year option.

Denver Air Connection	Option 1	Option 2
Essential Air Service Bid	DEN-SLN	SLNDEN/SLNORD
ERJ145 / 328Jet round trips / week	12	12 (6 RT Each)
<b>Aircraft Data</b>	ERJ145/328Jet	ERJ145/328Jet
Block Hours	1,753	2,003
Available Seats	62,400	62,400
Load Factor	37%	40%
<b>Passenger Revenue</b>		
Passengers	23,088	24,960
Average Fare	99.00	99.00
Revenue	2,285,712	2,471,040
<b>Expenses</b>		
Aircraft Lease	858,000	858,000
Crew Cost	1,900,734	1,900,734
Maintenance	997,521	1,136,173
Insurance	667,200	667,200
Overhead Facilities/Supplies/Staff	1,152,000	1,152,000
DEN Operating Expense	444,818	296,505
ORD Operating Expense	-	636,316
SLN Operating Expense	444,044	444,044
Deice, Catering and Misc.	163,440	172,800
Marketing	20,000	20,000
Set-Up	20,000	20,000
Fuel Cost	3,564,288	4,073,472
Total Expense	10,232,045	11,377,244
<b>Annual Subsidy Requirement</b>		
Operating Income	(7,946,333)	(8,906,204)
Profit (5%)	511,602	568,862
Total Subsidy	8,457,935	9,475,066
<b>Effective Subsidy Rates</b>		
Subsidy per Trip (97% completion)	6,987	7,827
Subsidy per Passenger	366	380
6% Annual subsidy increase		

**For questions or comments, please contact:**

**Cliff Honeycutt, CEO/President**  
**Denver Air Connection, a Key Lime Air Corporation company**  
**13252 E. Control Tower Rd.**  
**Englewood CO 80112**  
**[cliff@keylimeair.com](mailto:cliff@keylimeair.com)**  
**(303) 768-9626 O | (303) 718-4301 M**

**RESOLUTION NO. 22-04**

**A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF TAXABLE  
GENERAL OBLIGATION TEMPORARY NOTES, SERIES 2022-1, OF THE  
SALINA AIRPORT AUTHORITY (SALINA, KANSAS).**

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**WHEREAS**, the Board of Directors (the “Governing Body”) of the Salina Airport Authority (Salina, Kansas) (the “Issuer”), has previously authorized certain internal improvements generally described as follows (collectively, the “Improvements”):

<b><u>Project Description</u></b>	<b><u>Resolution No.</u></b>	<b><u>Authority (K.S.A.)</u></b>	<b><u>Amount</u></b>
Hangar 606 Paint Facility Project	22-02	K.S.A. 27-315 to 27-326 inclusive	\$12,250,000
Hangar 626 MRO Project			
Hangar 606 & 626 Pavement Project			

**WHEREAS**, since the authorization of the Improvements, the Governing Body has determined that the above-described Hangar 606 Paint Facility Project shall be housed in Hangar 626 (referred to herein as the “Paint Facility Project”); and

**WHEREAS**, on April 4, 2022, the City Commission of the City of Salina, Kansas (the “City”), pursuant to K.S.A. 27-323, unconditionally authorized the Issuer to issue general obligation bonds in an amount not to exceed \$12,250,000 for the Improvements; and

**WHEREAS**, it is necessary for the Issuer to provide cash funds (from time to time) to meet its obligations incurred in constructing Paint Facility Project prior to the completion thereof and it is desirable and in the interest of the Issuer that such funds be raised by the issuance of temporary notes of the Issuer; and

**WHEREAS**, the Issuer has selected the firm of Stifel, Nicolaus & Company, Incorporated, Kansas City, Missouri (the “Financial Advisor”), as financial advisor for one or more series of temporary notes of the Issuer to be issued in order to provide funds to temporarily finance a portion of the costs of Paint Facility Project; and

**WHEREAS**, the Issuer desires to authorize the Financial Advisor to proceed with the offering for sale of the temporary notes and related activities; and

**WHEREAS**, the Issuer desires to authorize the Financial Advisor, in conjunction with the Issuer’s staff, and Gilmore & Bell, P.C., the Issuer’s bond counsel (“Bond Counsel”), to proceed with the preparation distribution of a term sheet or such other offering materials as are necessary to identify a purchaser for the Issuer’s temporary notes in an amount not to exceed \$1,000,000 and to authorize the distribution thereof and all other preliminary action necessary to sell the temporary notes.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE  
SALINA AIRPORT AUTHORITY, SALINA, KANSAS, AS FOLLOWS:**

**Section 1.** The Financial Advisor, in conjunction with the Executive Director and Director of Administration and Finance, is hereby authorized to proceed with the offering for sale of the Issuer’s Taxable General Obligation Temporary Notes, Series 2022-1 in an amount not to exceed \$1,000,000 (the

“Notes”). The Notes shall be sold, subject to the approving opinion of Bond Counsel, on a negotiated basis to a purchaser or purchasers (collectively the “Purchaser”) to be designated by the Chairman or Vice Chairman in the Chairman’s absence or abstention, in consultation with the Executive Director and Director of Administration and Finance, after evaluating proposals submitted by prospective purchasers based on a request for proposals prepared by the Financial Advisor. The timing of offering for sale, the pricing, the determination of the structuring and repayment terms of the Notes and the selection of various other professionals necessary to complete the issuance of the Notes, shall be determined by the Executive Director and Director of Administration and Finance, in consultation with Financial Advisor and Bond Counsel.

The confirmation of the sale of the Notes shall be subject to the execution of a note purchase agreement between the Purchaser and the Issuer (the “Note Purchase Agreement”) in a form approved by Bond Counsel and the Issuer’s legal counsel, the adoption of a resolution by the Governing Body authorizing the issuance of the Notes and the execution of various documents necessary to deliver the Notes.

**Section 2.** The Chairman or Vice Chairman in the Chairman’s absence or abstention, Executive Director, Director of Administration and Finance or other officers and representatives of the Issuer, the Financial Advisor and Bond Counsel are hereby authorized and directed to take such other action as may be necessary to carry out the sale of the Notes. The Chairman is hereby authorized and directed to execute the engagement letter related to services to be provided by the Financial Advisor in connection herewith.

The transactions described in this Resolution may be conducted, and documents related to the Notes may be sent, received, executed, and stored, by electronic means or transmissions. Copies, telecopies, electronic files and other reproductions of original executed documents (or documents executed by electronic means or transmissions) shall be deemed to be authentic and valid counterparts of such documents for all purposes, including the filing of any claim, action or suit in the appropriate court of law.

**Section 3.** This Resolution shall be in full force and effect from and after its adoption.

**ADOPTED** by the governing body of the Authority on May 18, 2022.

**SALINA AIRPORT AUTHORITY**

---

Name: Kent Buer  
Chairman

(SEAL)

ATTEST:

By: \_\_\_\_\_  
Name: Alan Eichelberger  
Secretary

# Salina Airport Authority

## General Obligation Temporary Notes

### Series 2022-A

#### Revised Calendar of Events

		<i>Activity</i>	<i>Responsible Party</i>	
<b><u>May</u></b>	11	Draft temporary note terms sheet ("Terms Sheet") distributed for comment	MA	
	13	Note Sale Resolution forwarded to Authority	BC	
	18	<b>Authority Board adopts Sale Resolution</b>	I	
		Comments due on draft Terms Sheet	I/BC/MA	
		Terms Sheet distributed to potential purchasers	I/MA	
<b><u>June</u></b>	3	Deadline to submit Terms Sheet	--	
	6	Review Terms Sheets and select Note purchaser	I/BC/MA	
	7	Draft note resolution ("Note Resolution") distributed	BC	
		Draft note purchase agreement ("Purchase Agreement") distributed	BC	
	10	Comments due on draft Note Resolution and Purchase Agreement	I/BC/MA	
		Purchaser executes final Purchase Agreement	I/BC	
		Final Bond Resolution forwarded to Authority	BC	
	15	Results of offering presented to Authority Board	I/BC/MA	
		<b>Authority Board passes Note Resolution</b>	I	
		Authority Board executes Purchase Agreement	I	
		Transcript assembly begins	BC	
	29	Transcript completed and forwarded to Attorney General	BC	
		Note printing complete - Note forwarded to State Treasurer	BC	
		Note registration instructions to State Treasurer	BC	
	30	Closing arrangements distributed in writing	MA	
<b><u>July</u></b>	1	Transcript approved	--	
		Note registered and forwarded to Purchaser	I/BC	
	7	Closing and delivery of funds	I/BC/MA	

<i>May</i>						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

<i>June</i>						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

<i>July</i>						
S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

I = Issuer, Salina Airport Authority  
 BC = Bond Counsel, Gilmore & Bell  
 MA = Municipal Advisor, Stifel, Nicolaus & Company

## Salina Airport Authority

Taxable General Obligation Temporary Notes

Series 2022-1

(Hangar 626 Paint Facility Design)

## Debt Service To Maturity And Call

Date	Princ. to Call	D/S To Call	Principal	Coupon	Interest	D/S To Maturity
07/07/2022	-	-	-	-	-	-
12/01/2022	1,000,000.00	1,012,000.00	-	-	-	-
07/01/2023	-	-	1,000,000.00	3.000%	29,500.00	1,029,500.00
<b>Total</b>	<b>\$1,000,000.00</b>	<b>\$1,012,000.00</b>	<b>\$1,000,000.00</b>	<b>-</b>	<b>\$29,500.00</b>	<b>\$1,029,500.00</b>

### Yield Statistics

Average Life	0.983 Years
Average Coupon	3.0000000%
True Interest Cost (TIC)	2.9785633%
All Inclusive Cost (AIC)	4.0950442%
Bond Yield for Arbitrage Purposes	2.9785633%

5/16/2022 | 11:55 AM



## Salina Airport Authority

Taxable General Obligation Temporary Notes

Series 2022-1

(Hangar 626 Paint Facility Design)

## Sources & Uses

Dated 07/07/2022 | Delivered 07/07/2022

### Sources Of Funds

Par Amount of Bonds	\$1,000,000.00
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<b>Total Sources</b>	<b>\$1,000,000.00</b>
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### Uses Of Funds

Costs of Issuance	10,730.00
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Deposit to Project Construction Fund	989,270.00
--------------------------------------	------------

<b>Total Uses</b>	<b>\$1,000,000.00</b>
-------------------	-----------------------

5/16/2022 | 11:55 AM

Tim Rogers, Executive Director  
Salina Airport Authority  
3237 Arnold Avenue  
Salina, Kansas 67401

RE: FINANCIAL ADVISORY SERVICES  
Taxable General Obligation Temporary Notes, Series 2022-1

Stifel, Nicolaus & Company, Incorporated ("Stifel") presents for your acceptance this agreement to retain Stifel as financial advisor to the Salina Airport Authority ("Issuer") for the proposed Taxable General Obligation Temporary Notes, Series 2022-1 (the "Notes") estimated to be issued in the aggregate principal amount of approximately \$1,000,000. This agreement will be effective on the date signed by an authorized representative of Issuer and will authorize Stifel to act as financial advisor through the completed sale of the proposed Notes, at which time this agreement will terminate. This agreement may also be terminated on thirty (30) days written notice by either party.

1. Scope of Work. Stifel agrees to perform the following services for Issuer with respect to the Notes:
  - a. Assume overall responsibility for the financial analysis and structuring recommendations for the Notes;
  - b. Draft the preliminary and final official statements, offering memoranda or term sheets ("Offering Documents") based on information provided by the Issuer as well as information derived from other sources. The information contained in the Offering Documents will be derived from the sources stated or, if not otherwise sourced, from the Issuer. Stifel makes no representation, warranty or guarantee regarding the accuracy or completeness of the information in the Offering Document, and its assistance in preparing the Offering Document should not be construed as a representation that it has independently verified such information. The Issuer will be expected to examine, approve and make certifications with respect to the information in the Offering Documents in accordance with its obligations under the federal securities laws.
  - c. Assist Issuer, as requested, in the selection of an underwriter(s) or purchaser, including review of underwriter or purchaser recommendations to the extent requested in writing by Issuer, and coordinate all activities of the underwriter(s) or purchaser;
  - d. Coordinate with consultants, accountants, bond counsel, other attorneys and staff in connection with the sale of the Notes;
  - e. Coordinate financing time schedule, distribution of documents, wire-transfer of funds, delivery of notes and note closing;

- f. Coordinate pre-pricing discussions of note pricing and structuring, supervise the sale process, and advise on acceptability of offer to purchase notes by the underwriters or purchasers;
  - g. If requested, assist Issuer in procuring any appropriate ancillary financing-related products and services including, credit enhancement (e.g., bond insurance), paying agent/registrar/trustee, escrow agent (if applicable), escrow investments, and other such products and services as Issuer may deem necessary or desirable in connection with any financing.
  - h. Attend Issuer meetings as requested, with reasonable advance notice;
  - i. Provide such other services as are mutually agreed upon in writing by Issuer and Stifel.
2. Issuer's Obligations. Issuer agrees that, with respect to the Notes, its staff and consultants will cooperate with Stifel and make available any data in the possession of Issuer necessary to perform Stifel's financial advisory services and regulatory obligations as described in Exhibit A to this agreement.
3. Regulatory Disclosures:
- a. Issuer is aware of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act and the Securities and Exchange Commission's adopted rule commonly known as the "Municipal Advisor Rule" (SEC Rule 15Ba1-1 to 15Ba1-8 -"the Rule"). Stifel will be serving as a municipal advisor to the Issuer under the Rule and this agreement documents the municipal advisory relationship between Stifel and the Issuer.
  - b. MSRB Rule G-42 requires that a municipal advisor provide its client with certain written disclosures. Please see Exhibit A to this agreement for those disclosures.

4. Compensation:

For Stifel's financial advisory services and expenses in processing this note series to be sold in a single sale, Stifel shall be paid a fee equal to 0.50% of the principal amount of notes sold to be paid at the completion of the sale of the Notes. This amount includes all out of pocket expenses.

5. Authority to Direct Financial Advisor:

The following individuals have the authority to direct Stifel's performance of its scope of work under this agreement: Tim Rogers, Executive Director; Shelli Swanson, Director of Administration and Finance.

Respectfully submitted this \_\_\_\_ day of \_\_\_\_\_.

STIFEL, NICOLAUS & COMPANY, INCORPORATED

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

ACCEPTANCE

I, \_\_\_\_\_[insert title], upon approval by the governing body of the Salina Airport Authority, hereby accept the agreement as submitted by Stifel, Nicolaus & Company, Incorporated relative to the financial advisory services, as described herein.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **EXHIBIT A**

### **Salina Airport Authority Financial Advisory Services for Taxable General Obligation Notes, Series 2022-1**

#### **MSRB Rule G-42 Disclosures**

As municipal advisor to the Salina Airport Authority (“you”), Stifel Nicolaus (“Stifel” or “we”) is subject to the rules of the Municipal Securities Rulemaking Board (MSRB), including MSRB Rule G-42. The rule directs us to make certain disclosures to you. Please review the following disclosures and contact your Stifel municipal advisor if you have any questions.

#### **Our Duties as Your Municipal Advisor**

Rule G-42 describes our basic duties to you. Most importantly, we owe you a fiduciary duty, the principal element of which is a duty of loyalty. Under the duty of loyalty, we are required to deal honestly and in the utmost good faith with you and to act in your best interests without regard to our financial or other interests. We may not serve as your municipal advisor if we believe that we have any conflicts of interest that we cannot manage or mitigate so that we can act in your best interests.

Rule G-42 also provides that we owe you a duty of care. As part of that duty, we must possess the degree of knowledge and expertise needed to provide you with informed advice. Also, under that duty, when we make recommendations to you or help you to evaluate the recommendations of others, we may need to ask questions to make sure that we have all the relevant facts.

#### **Disclosure of Conflicts**

Rule G-42 requires us to disclose to you any known material, actual or potential conflicts of interest that could reasonably be expected to impair our ability to provide you with advice, including any conflicts associated with contingent fee arrangements. As described in our engagement letter, the payment of our fee will be contingent on the closing of the note issue described in the engagement letter and the amount of compensation will be based on a percentage of the principal amount of the note issue. While this form of compensation is customary in the municipal securities market, it presents a conflict of interest since we may have an incentive to recommend a transaction to you that is unnecessary or to recommend that the size of the note issue be larger than is necessary. We would, of course, be willing to discuss an alternative fee arrangement, if that is your preference.

Stifel has not identified any additional potential or actual material conflicts that require disclosure.

#### **Legal and Disciplinary Event Disclosures**

Each firm that is registered as a municipal advisor with the U.S. Securities and Exchange Commission (SEC) is required to file Form MA with the SEC and update that form periodically and as events change. The firm is also required to file a Form MA-I for each of its employees who is engaged in municipal advisory activities. Stifel’s most recent Form MA and the Form MA-I for each current Stifel municipal advisor employee may be found on the SEC’s EDGAR website using the following hyperlink: <http://www.sec.gov/cgi-bin/browse-edgar?CIK=0000094403&owner=exclude&action=getcompany&Find=Search>.

Item 9 of Form MA requires each municipal advisor firm to disclose any criminal, regulatory violations, or self-regulatory violations and certain civil litigation. Because we are a broker-dealer firm, Form MA permits us to cross-reference to our Form BD, which is available on the website of the Financial Industry Regulatory Authority (FINRA), and our Form ADV, which is available on the SEC website. For your convenience, you may access our Form BD by using the following hyperlink: <http://brokercheck.finra.org/Firm/Summary/793>. You may access our Form ADV by using the following hyperlink: <https://www.adviserinfo.sec.gov/IAPD/IAPDSearch.aspx> and entering Firm 793 in the search field. Item 6 of each Form MA-I requires comparable disclosure about a municipal advisor individual, as well as customer complaint, arbitration, investigation, termination, financial, and judgment/lien disclosure. When an individual has a disciplinary history, Form MA-I permits us to cross-reference to that individual’s Form U-4. The disciplinary history on an individual’s Form U-4 is accessible entering the individual’s name in FINRA’s “Broker-Check” service, using the following hyperlink: <http://brokercheck.finra.org/>.

In May 2020, Stifel, Nicolaus & Company, Incorporated (the Firm) entered into a Letter of Acceptance, Waiver and Consent (AWC) with the Financial Industry Regulatory Authority (FINRA) whereby the Firm without admitting or denying any specific findings, consented to findings that, from January 2012 through December 2016, the Firm failed to establish, maintain and enforce written supervisory procedures (WSPS) that were reasonably designed to achieve compliance with FINRA's suitability rule as it pertains to early rollovers of unit investment trusts (UITs). As a result the Firm violated NASD Rule 3010, FINRA Rule 3110, and FINRA Rule 2010. Additionally, the Firm consented to a further violation of FINRA Rule 2010 in connection with the sending of "switch letters" to customers containing inaccurate information about the costs they incurred as a result of the early UIT rollovers. The Firm agreed to pay a fine of \$1.75 million and restitution in the amount of \$1,891,188.13, plus interest. The FINRA staff did not require any remedial undertakings by the Firm in the AWC. The Firm has implemented various enhancements to its supervision and compliance oversight of early rollovers of UITs which it believes addresses the alleged deficiencies identified by FINRA. Those enhancements include implementation of a switch alert notification for early rollovers, a risk-based approach of compliance oversight for early rollover activity and a periodic "look-back" by the compliance department of early rollover activity by selected financial advisors.

None of the activities addressed in the AWC were municipal advisory services provided to our municipal entity or obligated person clients. We do not believe that any of the legal or disciplinary event disclosures described in our Form MA is material to our ability to serve as your municipal advisor.

### **Evaluation of Recommendations/Suitability**

As provided in our engagement letter, we will assist you in evaluating recommendations, whether made by Stifel or, upon your written request, by third-parties, such as underwriters. We will provide you with our evaluation of the material risks, potential benefits, structure, and other characteristics of the transaction or product. We will discuss with you why we think a recommendation we make is suitable for you. In the case of recommendations made by an underwriter or other third-party that you request in writing that we review, we will discuss with you why we think the recommended transaction or product is or is not suitable for you. We will also inform you of any other reasonably feasible alternatives considered.

In order for us to evaluate whether we think a recommendation is suitable for you, we are required to consider the following factors and we may need information from you about those factors, much as if you were opening a brokerage account:

- financial situation and needs,
- objectives,
- tax status,
- risk tolerance,
- liquidity needs,
- experience with municipal securities transactions or municipal financial products generally or of the type and complexity being recommended,
- financial capacity to withstand changes in market conditions during the term of the municipal financial product or the period that municipal securities to be issued in the municipal securities transaction were reasonably expected to be outstanding, and
- any other material information known by the municipal advisor about the client and the municipal securities transaction or municipal financial product, after reasonable inquiry.

### **Additional Information**

We also wish to inform you that Stifel is registered as a municipal advisor with both the SEC and the MSRB. Information about the duties of a municipal advisor, as well as the procedures for filing a complaint, may be found on the MSRB's website by clicking on the following link: <http://www.msrb.org/~media/Files/Resources/MSRB-MA-Clients-Brochure.ashx?la=en>. The general website for the MSRB is [www.msrb.org](http://www.msrb.org). If you have any questions, please contact your municipal advisor.