



MTAA

METROPOLITAN TOPEKA AIRPORT AUTHORITY
TOPEKA REGIONAL AIRPORT & BUSINESS CENTER | BILLARD AIRPORT

Board of Directors

MTAA Board Meeting 3:00 PM

Tuesday, April 19, 2022

**MTAA Administrative Office – Board Room
6510 SE Forbes Ave., Building #620**

Addressing the MTAA Board: No person shall address the Board during a Board Meeting, unless they have notified the MTAA Administration Office by 2:00 P.M. on the day of any Board Meeting of their desire to speak on a specific matter on the published meeting agenda or during the public comment portion of the Board Meeting. This limitation shall not apply to items added during the course of a meeting. The Board does not take action with respect to any subject not on the agenda unless added to the agenda by a vote of the Board. Persons addressing the Board will be limited to four (4) minutes of public address on a particular agenda item. Debate, question/answer dialogue or discussion between Board members will not be counted towards the four (4) minute time limitation. The Chair may extend time with the unanimous consent of the Board or the Board by affirmative vote may extend the four (4) minute limitation. Persons will be limited to addressing the Board one (1) time on a particular matter unless otherwise allowed by an affirmative vote of the Board. Citizens wishing to offer Public Comment may sign up by phoning the MTAA Administration office at 862-2362. The Board may waive prior notice by majority vote. To make arrangements for special accommodations please call (785) 862-2362. A 48-hour advance notice is preferred. Agendas are available on Thursday afternoon prior to the regularly scheduled Board meetings at the MTAA Administration Office, Topeka Regional Airport and Business Center, 6510 SE Forbes Ave., Ste. 1, Topeka, KS 66619.

1. Inquire if Notification was given to all Requesting Notification of MTAA Board Meetings.
2. Approve Minutes of the MTAA's Regularly Scheduled Board Meeting of March 15, 2022.
3. Public Comment.
4. Adopt Agenda.

INFORMATION ONLY ITEMS:

5. Heinen Aviation Follow-up to the March Board Presentation.
6. WSP USA, Inc. Presentation on Status of CARES Act Projects.

ACTION ITEMS:

7. Consider Approval of Chimney Stack Removal at Hangars 601 and 612.

INFORMATIONAL REPORTS:

8. Monthly Reports:
 - a. Aviation-Related Issues & Air Service – Eric Johnson
 - b. Economic Development & Leasing Activity – Eric Johnson
 - c. Monthly Financial Reports – Cheryl Trobough
9. Executive Session.



MTAA

METROPOLITAN TOPEKA AIRPORT AUTHORITY
TOPEKA REGIONAL AIRPORT & BUSINESS CENTER | BILLARD AIRPORT

Board of Directors

Metropolitan Topeka Airport Authority March 15, 2022

Regular Monthly Meeting 3:00 PM

Vice-Chair, Lisa Stubbs, brought the regular monthly meeting of the MTAA Board of Directors to order at 3:00 PM with the following Board members present: Brian Armstrong, Erica Garcia-Babb and Sam Sutton. Mike Munson was unable to attend. Also in attendance were:

- Jennifer Kuchinski of WSP USA, Inc.
- Jay Freund of WSP USA, Inc.
- Sam Stallbaumer of WSP USA, Inc.
- Isaac French of WIBW-TV13
- Doug Brown of WIBW-TV13
- John Lueger of Heinen Brothers
- Michael Padilla – Mayor, City of Topeka (via ZOOM)
- Tony Emerson – Councilmember, City of Topeka (via ZOOM)
- William Wempe – MTAA Police/Fire
- Terry Poley – MTAA Maintenance
- Timothy Resner of Frieden & Forbes, LP – Legal Counsel to the Board

Other staff members present were Eric Johnson, Cheryl Trobough and Danielle Sheehy.

Vice-Chair Stubbs thanked Mayor Padilla and Councilman Emerson for attending the meeting remotely through Zoom.

Item 1. Notice.

Vice-Chair Stubbs inquired if everyone who requested notification had been notified of this meeting. **Ms. Trobough replied that notifications were sent.**

Item 2. Approve Minutes of the MTAA's Regularly Scheduled Board Meeting of February 15, 2022.

Vice-Chair Stubbs asked the Board to review the Minutes of the Regularly Scheduled Board Meeting of February 15, 2022 and inquired if there were any additions, corrections or comments to the Minutes.

Mr. Armstrong moved to approve the Minutes of the Regularly Scheduled Board Meeting of February 15, 2022. Ms. Garcia-Babb seconded the motion. Motion carried.

Item 3. Public Comment.

Vice-Chair Stubbs inquired if there was anyone registered to speak during Public Comment. Mr. Johnson replied that there was not.

Item 4. Adopt the Agenda.

Vice-Chair Stubbs inquired if there were any changes to the Agenda as presented.

Mr. Sutton made a motion to adopt the Agenda as presented. Mr. Armstrong seconded the motion. Motion carried.

Item 5. Heinen Aviation Presentation (Information Only)

Vice-Chair Stubbs welcomed John Lueger, presenting on behalf of Heinen Brothers/Heinen Aviation. The focus of the presentation concerns the lease arrangements on the "Lease and Bulk Storage and Retail Concession Agreement" between H&H Aircraft Services (Lessee) and the Metropolitan Topeka Airport Authority (MTAA). For many years the T-Hangar revenue has been divided as 80% to MTAA in order to complete major repair and upkeep on the T-Hangars and 20% to Lessee for making minor repairs. Lessee is proposing a change to the terms of the T-Hangar revenue split to be 60% paid to the MTAA and 40% retained by Lessee.

Mr. Lueger provided a worksheet to the Board illustrating the estimated change in MTAA revenue based on the proposal at the current rental rates and at a possible 5% rate increase to the hangar rates.

Board members interacted with comments to include if Lessee would be able to provide their budget showing how the current revenue receipts are being spent as well as the plans for the increased revenue. Mr. Lueger replied that the figures could be provided.

Item 6. Consider Approval of Amendment No. 1 to WSP USA, Inc., Agreement No. 30900280 – Task Order No. 2 CARES Act Funding Program – TOP Terminal Design Services.

Mr. Johnson reported the MTAA Board of Directors approved Task Order No. 2 in June of 2021. The original intention was to construct a pre-engineered building for the new terminal at Billard Airport. Due to the anticipated 6-month delay of materials for this type of construction, the design has been changed to a traditional "stick-built" construction process. This change will require additional design costs but should reduce the construction cost by a similar amount.

Mr. Johnson recommended approval of the amendment which expands the design services for the Terminal building and increases the contract cost by \$30,153.00.

Mr. Sutton made a motion to approve Amendment No. 1 to WSP USA, Inc., Task Order No.2. Mr. Armstrong seconded the motion. Motion carried.

Item 7. Consider Approval of WSP USA, Inc., Agreement No. 30900280 - Task Order No. 7 CARES Act Funding Program – FOE Passenger Boarding Bridge Design Services.

Mr. Johnson reported the MTAA received a CARES Act grant of nearly \$17 Million dollars for projects identified in the MTAA's On-Call agreement with WSP USA, Inc. The Passenger Boarding Bridge at Topeka Regional Airport (FOE) is one of several projects specifically included in the agreement because of this grant.

Task Order No. 7 will encompass design services and the development of construction documents for the replacement of the passenger boarding bridge at Gate 1 at Topeka Regional Airport. The scope of work for the Passenger Boarding Bridge (PBB) project is to provide design of a passenger gate with apron power driven passenger boarding bridge. This PBB replacement project includes the removal of the existing bridge and associated equipment prior to installation. WSP USA, Inc., with the assistance of selected subconsultants, will provide design services for this project.

Mr. Johnson requested the Board to approve WSP USA, Inc., Task Order No. 7 – FOE Passenger Boarding Bridge Design Services, in the total amount of \$214,256.35, subject to the completion of the Independent Fee Estimate (IFE) and FAA approval.

Mr. Sutton made a motion to approve Task Order No. 7 – FOE Passenger Boarding Bridge Design Services as submitted by WSP USA, Inc. in the total amount of Two Hundred Fourteen Thousand Two Hundred Fifty-six Dollars and Thirty-five Cents (\$214,256.35) subject to staff's completion of the Independent Fee Estimate and FAA approval. Ms. Babb-Garcia seconded the motion. Motion carried with Mr. Armstrong abstaining from the vote due to a conflict of interest.

Item 8. Consider Purchase of Radio and Headsets for Fire Apparatus.

Mr. Johnson reported the MTAA Fire Department currently uses two front line fire apparatus without a viable means of communications. Aerial 14 and Tanker 18 are very loud when driven and operated on scene which does not allow the on-board radios to be of much use. Firefighters operating the apparatus have difficulty hearing both radio traffic from dispatchers and other firefighters.

To upgrade the current communications requires the purchase and installation of one 800 MHZ radio and the installation of an 800 MHZ radio in inventory.

Along with the purchase the 800 MHZ radio, a request was made to purchase a wireless headset system for both trucks to allow firefighters the ability to both hear and transmit radio traffic. This will greatly enhance the safety of the firefighters in the apparatus and on the incident scene.

The two systems that are commonly used by fire departments in the community are both available locally at TBS Communications. Staff requested approval to purchase the Setcom Liberator MAX Fire Wireless Headset System at a total cost of \$10,580.00. This cost includes installation in both trucks.

Mr. Johnson recommended the Board to authorize the purchase and installation of one (1) Motorola XTL2500 radio and Setcom Liberator MAX Fire Wireless Headset System for both units at a total cost of \$12,371.90.

Mr. Sutton made a motion to authorize the purchase of the radio and wireless headset systems from TBS Communications as quoted at a cost not to exceed Twelve Thousand Three Hundred Seventy-One Dollars and Ninety Cents (\$12,371.90). Mr. Armstrong seconded the motion. Motion carried.

Information Only Items:

Item 9. Monthly Reports

9.a. Aviation-Related Issues & Air Service – Mr. Johnson

Mr. Johnson provided the following report:

- The MTAA has submitted a SPARK Base Grant application for economic development. The idea behind this grant is to provide for the design work to improve a site for future MRO development.
- A Small Community Air Service Development (SCASD) grant application was also submitted. These funds will provide for a minimum revenue guarantee.
- The MTAA maintenance staff started working on the T-Hangars. This is going to be a long process given the amount that needs to be completed.
- Mr. Armstrong asked for an update on the site development progress. Mr. Freund reported that the preliminary site concept is about 75% complete.
- Mr. Armstrong commented that he had read that Salina had lost their United air service and inquired if that commercial service was relevant for Topeka. Mr. Johnson replied that Salina's air service provided by United is part of the Essential Air Service (EAS) program and that United will not be allowed to pull out until another airline has been secured to provide the service.

9.b. Economic Development & Leasing Activity – Mr. Johnson

Mr. Johnson provided the following report:

- A stakeholder meeting was held to discuss the FBO portion of the new terminal building. There were several comments that the architect took into consideration. A packet of concept drawings of the new terminal building was distributed. There are several options regarding the exterior of the building. The interior of the building was discussed with the FBO and restaurant operator.

- Work continues with the GTP and their consultant. The committee is hoping to identify Aerospace / Aviation industry development looking to expand in the Topeka area. Discussion includes different development opportunities along with funding sources.
- Mr. Sutton reported that he had been in contact with a helicopter flight-service company which is located south of Topeka. They outgrew their facility several years ago and they are looking for a new facility. He reported that they talked about coming to Topeka a few years ago, but at that time the MTAA lease term agreements were not favorable to them. They have the funding in place for a 120' X 120' hangar. He reported that at present time, they have about 30 aircraft and 60 employees and are looking to expand. They are very interested in moving to Topeka, but not under a lease. They want to be on an airport, but if owning the property is not possible, they will just buy some land and put up a barn. Mr. Johnson responded that he has never had a conversation with this business, but he will reach out to them and include GTP and the City to see if there is an opportunity to bring them to Topeka.
- **FEBRUARY LEASE ACTIVITY (CPI is 6.8%) – ALL INCREASES ARE 2%**
After discussing the CPI rate with the Board Chair & Counsel, staff prepared Option & Increase letters drafted by Counsel to inform tenants that although their lease states the increase is based on the CPI **or** CPI or 2% whichever is the greatest; the MTAA is opting to hold to a 2% increase because of the unprecedented high rates of CPI.
 - **NEW LEASES/RENEWALS**
 - NONE
 - **OPTIONS EXERCISED**
 - NONE
 - **INCREASES**
 - One (1) lease received an annual increase.
 - **DECREASES**
 - Evergy - Lot #18 was discontinued;
 - LMC Inc. - #820 was not renewed.
- Monthly rental income is \$168,876 or approximately \$2,026,512 per year.
- **DELINQUENT ACCOUNTS (as of 02/28/2022)**
 - Paul Kirk dba Advance Street Rod Design – Account remains delinquent for finance charges and a portion of the November invoice and December, January & February invoices;
 - Brackett Inc. – Delinquent for February invoice & finance charge;
 - Heartland Tree Service – Delinquent for January & February invoices & finance charges;
 - Tony Lynch – Delinquent for December, January & February invoices and finance charges;
 - Prometal Fabrication LLC – Delinquent for a portion of November invoice and December & January invoices & finance charges;
 - Rural Development Corporation – Partial payments were received for the March, April, May & June, July and August 2020 invoices. Finance charges on unpaid balances each month. All unpaid charges relate to Bldg. #624;
 - Billard Airport Restaurant – Delinquent for February invoice and finance charge.

9.c. Monthly Financial Reports – Ms. Trobough

Ms. Trobough provided the following reports:

- The report for the month ending 2/28/2022 reflects revenue to be \$180,626 more than budgeted which is a net result from:
 - a. Taxes and Assessments receipts remain at \$77,225 more than budget;
 - b. Landing Fees are \$1,874 under budget;
 - c. Fuel Flowage Fees are \$5,118 under budget;
 - d. Passenger Facility Charges are \$897 more than budgeted;
 - e. Lease & Rental Fees actual income reflects to be \$37,553 more than the budgeted amount;
 - f. Reimbursements total to be \$3,005 ahead of budget;
 - g. CD Interest income is \$1,982 less than the anticipated budget;
- Overall, the operating expenses are in-line with the anticipated budget and depict a favorable budget variance of \$213,648.
- There were no Capital Improvement purchases made during the month of February.

The contracted auditors with BT&Co. will be on-site the week of April 4 – 8 to conduct the audit of the 2021 Financials.

Mr. Armstrong moved to accept and file the Monthly Financial Reports as presented for the month ended February 28, 2022. Mr. Sutton seconded the motion. Motion carried.

Item 10. Executive Session

Vice-Chair Stubbs inquired if there was a need for an Executive Session. Mr. Resner and Mr. Johnson requested twenty (20) minutes to discuss legal matters pertaining to pending litigation.

Mr. Armstrong moved that the meeting be recessed for the purpose of an Executive Session, pursuant to the Kansas Open Meeting Laws. The justification for this Executive Session is the need to preserve attorney-client confidentiality in the discussion of pending legal matters. Mr. Munson stated that the Executive Session will be for a period not to exceed twenty (20) minutes beginning at 4:05 p.m. and this meeting shall reconvene at 4:25 p.m. Mr. Sutton seconded the motion. Motion carried.

Vice-Chair Stubbs reconvened the Regular Session at 4:25 p.m. and stated that there was no action to be taken as a result of the Executive Session.

Adjournment

Vice-Chair Stubbs inquired if there was any further business to discuss, hearing none, he asked for a motion to adjourn. **Mr. Armstrong made the motion to adjourn. Ms. Garcia-Babb seconded the motion and the meeting was adjourned at 4:25 p.m.**

These official minutes were approved by the Board of Directors on April 19, 2022.

Brian Armstrong, Secretary

Office of: President

To: Board of Directors

From: Eric M. Johnson 

Subject: **Heinen Aviation Follow-up to
the March Board Presentation.**



MTAA

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TOPEKA REGIONAL AIRPORT & BUSINESS CENTER | BILLARD AIRPORT

Date: April 15, 2022

John Lueger's presentation at the March Board meeting included a request to modify the share of lease revenue earned by the FBO for management of the T-Hangars. Members of the MTAA Board of Directors requested additional information pertaining to the FBO operation and management along with documentation of the cost of upkeep for the T-Hangars.

During this presentation, we anticipate additional information will be provided identifying how T-hangar revenue is spent, insurance costs and further justification for an increase in the revenue share.

Please contact me if you have any questions.

Office of: President
To: Board of Directors
From: Eric M. Johnson 
Subject: **WSP USA, Inc. Funding and Project Overview Presentation**



Date: April 15, 2022

WSP USA, Inc will provide information regarding the status of several on-going projects. These include projects funded by the CARES Act, AIP Program, MTAA funding, with additional discussion regarding potential BIL Grant opportunities and the SPARK BASE grant;

CARES ACT:

- (TOP) Airport Terminal Building
- (TOP) NE Sardou Ave. construction
- (FOE) Bulk Fuel Storage Facility (fuel farm)
- (FOE) Passenger Boarding Bridge
- (FOE) MTAA Snow Removal Equipment Storage Facility

FAA AIP

Pavement projects at FOE and TOP

MTAA Funds

(FOE) Street Projects

BIL Grants (Multi-year)

Potential for hangar construction (Pavement projects must be completed first)
Terminal Building (TOP)


SPARK BASE Grant

Abandoned apron design for future MRO site

Please contact me if you have any questions.

Office of: President

To: Board of Directors

From: Eric M. Johnson 

Subject: **Consider Quote Regarding Chimney Stack Demolition at 7016 SE Forbes Ave. (Hangar 601) and 6804 SE Ross St. (Hangar 612), (Board Action Required)**



Date: April 15, 2022

On December 15th, high winds caused significant damage to the outbuilding adjacent to Hangar 601 resulting in the demolition of this structure. Left standing in its place is an old chimney stack that displays damage caused by the building collapse and age. Hangar 612 also has a stand-alone chimney stack showing significant damage due age. Recent wind events appear to have further damaged the stack making it appear to be unstable. These stacks are no longer in use and will not serve any purpose in the future.

We reached out to three contractors for quotes for the demolition and removal of the stacks. Jacobson Asbestos Company (JAC) provided the sole quote for this project. Due to the close proximity to other structures, the stacks will need to be dismantled from the top down. JAC provided a quote of \$6,500.00 for the stack at Hangar 601 and \$7,000.00 for the stack at 612 for a total of \$13,500.00 to demolish and remove all brick-and-mortar material.

I request the Board authorize the demolition and removal of the chimney stacks at a total cost not to exceed Thirteen Thousand Five Hundred Dollars and No Cents (\$13,500.00). We have the necessary funds available in the 2022 budget (61800 - Maintenance on Rental Property). We have several more chimneys that will need to be addressed in the future but these two appears to be in the worst condition. Most are stand-alone with only a few located within the leased buildings. Additional care and cost will be needed to demolish these at a later date.

If you have any questions, please do not hesitate to contact me.

Activity Report



Topeka Regional Airport

FOE FAA TOWER OPERATIONS	Mar-22	Mar-21	Mar-20	2022		2021		2020	
				Accumulated Totals Y-T-D	Y-T-D Through Mar	Calendar Yr Totals	Y-T-D Through Mar	Calendar Yr Totals	
Air Carrier	25	16	6	62	25	190	49	87	
Air Taxi	43	14	33	133	64	454	97	359	
Itinerant General	491	544	411	1,449	1,410	7,806	1,324	6,349	
Itinerant Military	410	366	335	976	962	4,917	1,183	5,778	
Local Civil	201	223	70	477	449	2,629	216	1,602	
Local Military	816	1,339	770	1,922	2,815	12,018	2,233	8,543	
GRAND TOTAL	1,986	2,502	1,625	5,019	5,725	28,014	5,102	22,718	

PASSENGER ACTIVITY	Mar-22	Mar-21	Mar-20	2022		2021		2020	
				Accumulated Totals Y-T-D	Y-T-D Through Mar	Calendar Yr Totals	Y-T-D Through Mar	Calendar Yr Totals	
COMMERCIAL SERVICE									
Passengers Enplaned	-	-	-	-	-	-	-	-	
Passengers Deplaned	-	-	-	-	-	-	-	-	
Aircraft Landed	-	-	-	-	-	-	-	-	
CHARTERS									
Passengers Enplaned	710	30	225	1,412	370	1,649	2,075	2,524	
Passengers Deplaned	468	60	229	1,078	473	1,955	2,029	2,456	
Aircraft Landed	15	3	5	47	26	47	52	60	
MILITARY CHARTERS									
Passengers Enplaned	127	1,445	-	385	2,132	7,493	-	519	
Passengers Deplaned	125	277	-	308	401	3,180	-	83	
Aircraft Landed	2	6	-	6	9	112	2	18	
Combined Total Passengers Enplaned	837	1,475	225	1,797	2,502	9,142	2,075	3,043	
Combined Total Passengers Deplaned	593	337	229	1,386	874	5,135	2,029	2,539	



Billard Airport

TOP FAA TOWER OPERATIONS	Mar-22	Mar-21	Mar-20	2022		2021		2020	
				Accumulated Totals Y-T-D	Y-T-D Through Mar	Calendar Yr Totals	Y-T-D Through Mar	Calendar Yr Totals	
Air Carrier	0	0	0	0	0	3	0	0	
Air Taxi	111	26	55	335	130	1,018	242	779	
Itinerant General	775	998	635	2,149	2,427	11,724	2,189	11,562	
Itinerant Military	68	44	44	152	108	462	154	484	
Local Civil	360	256	290	1,146	1,166	6,028	1,428	6,764	
Local Military	2	0	4	2	52	120	22	154	
GRAND TOTAL	1,316	1,324	1,028	3,784	3,883	19,355	4,035	19,743	

**DELINQUENT ACCOUNTS
AS OF MARCH 31, 2022**

NAME OF BUSINESS		TOTAL PAST DUE	MARCH CHARGES	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120 DAYS PAST DUE	ACTION			
								T E L	L R	A G R	L G L
TOPEKA REGIONAL BUSINESS CENTER:											
- CURRENT TENANTS -											
ADVANCE STREET ROD DESIGN	RENT/FC	\$7,658.32	\$2,350.69	\$2,298.95	\$2,291.21	\$717.47	\$0.00	X	X		
BRACKETT INC.	RENT/FC	\$8,699.84	\$4,319.52	\$4,317.54	\$62.78	\$0.00	\$0.00	X	X		
HEARTLAND TREE SERVICE	RENT/FC	\$927.27	\$313.70	\$309.07	\$304.50	\$0.00	\$0.00	X	X		
MARK A. LEWIS	RENT/FC	\$671.75	\$671.75	\$0.00	\$0.00	\$0.00	\$0.00	X	X		
PROMETAL FABRICATION LLC	RENT/FC	\$4,987.05	\$1,231.84	\$1,158.14	\$1,239.95	\$1,221.62	\$135.50	X	X		
RURAL DEVELOPMENT CORP	RENT/FC	\$28,236.09	\$417.28	\$411.12	\$405.04	\$399.05	\$26,603.60		X		X
SUBTOTAL		\$51,180.32	\$9,304.78	\$8,494.82	\$4,303.48	\$2,338.14	\$26,739.10				
- VACATED TENANTS -											
SUBTOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
TOPEKA REGIONAL AIRPORT:											
- TENANTS -											
ADJUTANT GENERAL OF KANSAS	JOINT USE AGRMNT	\$16,397.50	\$16,397.50	\$0.00	\$0.00	\$0.00	\$0.00	X	X		
FREEMAN HOLDINGS	FUEL FLOWAGE/FC	\$10,440.38	\$10,440.38	\$0.00	\$0.00	\$0.00	\$0.00	X	X		
FREEMAN HOLDINGS	RENT/FC	\$19,030.15	\$19,030.15	\$0.00	\$0.00	\$0.00	\$0.00	X	X		
SUBTOTAL		\$45,868.03	\$45,868.03	\$0.00	\$0.00	\$0.00	\$0.00				
- AIRPORT USER LANDING FEES -											
AMERISTAR JET CHARTER	LANDING FEES	\$254.50	\$0.00	\$254.50	\$0.00	\$0.00	\$0.00	X	X		
ATLAS AIR INC	LANDING FEES	\$475.00	\$0.00	\$0.00	\$475.00	\$0.00	\$0.00	X	X		
EASTERN AIRLINES LLC	LANDING FEES	\$2,670.00	\$0.00	\$0.00	\$905.00	\$475.00	\$1,290.00	X	X		
ELITE AIRWAYS LLC	LANDING FEES	\$224.00	\$0.00	\$0.00	\$224.00	\$0.00	\$0.00	X	X		
HILLWOOD AIRWAYS	LANDING FEES	\$509.00	\$509.00	\$0.00	\$0.00	\$0.00	\$0.00	X	X		
MIAMI AIR INTERNATIONAL INC	LANDING FEES	\$2,428.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,428.00		X		X
RVR AVIATION	LANDING FEES	\$333.54	\$247.36	\$0.00	\$0.00	\$0.00	\$86.18	X	X		
STM CHARTERS	LANDING FEES	\$1,839.24	\$1,255.04	\$584.20	\$0.00	\$0.00	\$0.00	X	X		
UNITED AIRLINES	LANDING FEES	\$1,727.34	\$1,565.50	\$0.00	\$0.00	\$0.00	\$161.84	X	X		
SUBTOTAL		\$10,460.62	\$3,576.90	\$838.70	\$1,604.00	\$475.00	\$3,966.02				
PHILIP BILLARD:											
SUBTOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
WATER & SEWER:											
ADJUTANT GENERAL OF KANSAS ARMY	WATER	\$831.93	\$0.00	\$0.00	\$0.00	\$0.00	\$831.93	X	X		
MARK A. LEWIS - BLDG 248	WATER/FC	\$119.14	\$119.14	\$0.00	\$0.00	\$0.00	\$0.00	X	X		
MARK A. LEWIS - BLDG 629	WATER/FC	\$119.14	\$119.14	\$0.00	\$0.00	\$0.00	\$0.00	X	X		
SUBTOTAL		\$1,070.21	\$238.28	\$0.00	\$0.00	\$0.00	\$831.93				
GRAND TOTALS		\$108,579.18	\$58,987.99	\$9,333.52	\$5,907.48	\$2,813.14	\$31,537.05				

ACTION LEGEND:
TEL - CONTACTED BY TELEPHONE/IN PERSON
LTR - SENT STATEMENT, LETTER, EMAIL
AGR - PAYMENT AGREEMENT

Metropolitan Topeka Airport Authority
 Monthly Leasing Activity Report
 March 2022

December 2021 CPI is 7.0%

2% Increase was applied in lieu of CPI

ANNUAL RENT

TENANT	ADDRESS (FACILITY #)	FROM	TO
NEW:			
NONE		\$0.00	\$0.00
RENEWALS DUE:			
NONE		\$0.00	\$0.00
OPTIONS:			
American Flight Museum	6804 SE Ross St. (#612)	\$15,601.72	\$15,913.75
Freeman Holdings LLC	6330 SE Forbes Ave. (#627)	\$5,986.29	\$6,106.02
Vaerus Aviation LLC	6030 SE Evans St. (#151)	\$16,027.56	\$16,348.11
INCREASES:			
Blue Jazz Java LLP	6540 SE Johnston St. (#243)	\$26,605.11	\$27,137.21
Gary Properties LLC	6410 SE Forbes Ave. (#626)	\$21,360.93	\$21,788.15
DECREASES:			
NONE		\$0.00	\$0.00
MISCELLANEOUS:			
NONE		\$0.00	\$0.00

****MONTHLY INCOME CHANGES****

New Annl. Rate	\$87,293.24
Old Annl. Rate	\$85,581.61
Annual Diff.	\$1,711.63
/12	\$142.64
Mo. Adj.	\$0.00
Mo. Incr. (Decr.)	\$142.64

TENANT			FACILITY	MONTHLY RENT
1	Air Explorer Scouts Post No. 8	1	15	\$105.06
2	Billard Airport Restaurant	2	4 - Suite 2	\$1,080.66
3	H&H Aircraft Service LLC	3	4 - Suite 5	\$1,289.93
	" " "	4	4 - Suites 6,7,8	\$625.00
	" " "	5	7	\$1,303.75
	" " "	6	10	\$928.51
	" " "	7	12	\$58.95
	" " "	8	T-Hangars, Fuel Farm	\$3,853.08 *****
	" " "	9	26	\$3,590.06
5	Heartland Airplanes, LLC	10	9	\$258.29 *
6	NOAA	11	Weather Station	\$3,536.73
7	New-Jetz, LLC	12	Land (#27)	\$599.90
8	Riverside Farms LLC	13	Farm	\$2,274.78 ***
9	RJ Meier Farms LLC	14	Farm	\$2,128.15 ***
10	Teamsters Local Union #696	15,16,17	1,2,3	\$2,084.61
11	Technical Applications & Consulting	18	17	\$1,736.99
				\$25,454.45

GRAND TOTALS				
67	TENANTS	108	FACILITIES	\$169,018.60

*Paid Quarterly

** Paid Semi-Annually

***Paid Annually

*****Minimum Guarantee

</> Lease Expired - Negotiations Incomplete - Holdover Tenancy Payment

TENANT		FACILITY	MONTHLY RENT
1	ACA Event Rental LLC	260	\$2,348.50
2	AT&T Services, Inc.	280	\$472.19
3	Advanced Coalings Inc.	137	\$876.04 ***
4	A-1 Restaurant and Bar Supply	252	\$2,875.13
	A-1 Restaurant and Bar Supply	5	\$500.00
	A-1 Restaurant and Bar Supply	6	\$4,500.00
5	Blue Jazz Java LLP	243	\$2,261.43
6	BME Home LLC	384	\$4,377.50
7	Brackett, Inc.	451	\$4,073.51
8	Concrete Supply of Topeka, Inc.	10,11,12	147-148-149
9	F&L Enterprises Inc. dba WOW Truck and RV Wash	13	100
10	Federal Aviation Administration	14	620
11	Freeman Holdings LLC	15	178
12	Gainwell Technologies LLC	16,17,18,19	Parking Lots #1, #2, #3, #4
13	Grandmother's Inc.	20	Parking Lot #21
14	Groendyke Transport Inc	21	Parking Lot #17 (6N Lot A)
15	Ground 1, LLC	22	Land Lease (#453)
16	H2I, LLC	23	Land Lease (#255)
17	Heartland Coca-Cola Bottling Co.	24	Land Lease (#400)
18	Henderson, Brad d/b/a Heartland Tree Service	25	Parking Lot #10W (260W)
19	Hinnah, Dan	26	657
20	Home Depot USA, Inc.	27,28,29,30	Parking Lots #7, #20, #23 & #24
21	Houser Enterprises, Inc	31	167
22	JSLewis, Inc.	32	415
23	KADA Enterprises LLC	33	Parking Lot #10E (260E)
24	Kansas Sand & Concrete, Inc	34	Parking Lot #16 (Axton Lot A)
25	Kirk, Paul L. Sr. dba Advance Street Rod Design	35	140
26	Klaton Real Estate, LLC	36	Land & Bldg. Lease (#622)
27	Koelling, Michelle & Duke d/b/a MDK	37	801
28	LMC, Inc.	38	321
	" " "	39	Land Lease (#383)
	" " "	40	Land Lease (#621)
29	Lewis, Mark A. d/b/a M. Lewis Properties	41	248
	" " "	42	629
30	Lynch, Tony C. dba T&J Repair	43	114
31	McPherson Contractors Inc.	44	452
32	Mr. O Auto Sales, LLC	45	183
33	Murray, Christopher d/b/a Mid-America Painting	46,47	123/129
34	NFI Interactive Logistics LLC	48	Parking Lot #12 (University/Bleckley)
35	Nzekwe, Chigbo	49	181
36	Phoenix Recovery of Kansas LLC	50	225
37	ProMetal Fabrication, LLS	51	379
38	R & R Pallet of Garden City, Inc	52	170 A
	R & R Pallet of Garden City, Inc	53,54,55	170 B/C & Pkg Lot #14 (Axton Lot B)
	R & R Pallet of Garden City, Inc.	56	Parking Lot #13 (Engle St)
39	Rippe Enterprises	57	Parking Lot #15 (Axton Lot C)
40	Rural Development Corp.	58	281
	" " "	59,60	638/818
41	SEKESC - Greenbush	61	605
42	Sports Car Club of America	62	300
43	Sunflower Auto Auction, LLC	63	131
44	Topeka Construction, LLC	64,65	Land & Bldg. Lease (#449 & #450)
	" " "	66	Land & Bldg. Lease (#448)
45	T.R. Management Inc.	67	154
	" " "	68	344
46	UAR Direct, LLC	69	197
47	Vaerus Aviation Inc.	70	151
			\$114,782.13

Metropolitan Topeka Airport Authority
 Monthly Gross Rental Income Report
 March 2022

TOPEKA REGIONAL AIRPORT

	TENANT		FACILITY	MONTHLY RENT
1	Air National Guard		Jt. Use. Agreement	\$5,465.83 *
2	American Flight Museum	1	612	\$1,326.15
3	Combat Air Museum	2,3	602/604	\$295.59
4	Freeman Holdings LLC	4	600	\$1,707.64
	" "	5	601	\$4,245.59
	" "	7	609	\$2,531.08
	" "	8	610 - Suite 10,11	\$5,478.30
	" "	9	Land Lease (#613)	\$881.56
	" "	10	619	\$2,342.75
	" "	11	627	\$508.83
	" "	12	697	\$381.84
5	Gary Properties LLC	13	626	\$1,815.68
6	Haselwood Farm Inc.	14	Farm	\$164.73 ***
	Haselwood Farm Inc.	15	Farm A	\$104.84 ***
	Haselwood Farm Inc.	16	Farm B	\$740.09 ***
	Haselwood Farm Inc.	17	Farm C	\$96.58 ***
7	Pettit, Brooks	18	603 - 240sf	\$50.00
8	Shawnee County	19	667 (Firing Range)	\$541.85 ***
9	Topeka Police Dept.	20	669 (Firing Range)	\$103.09 ***
				\$28,782.02

Metropolitan Topeka Airport Authority
 Monthly Lease Income Net Change Report
 March 2022

	MAR 2022	FEB 2022	JAN 2022	JAN 2021	JAN 2020	JAN 2019	JAN 2018	JAN 2017	JAN 2016	JAN 2015	JAN 2014	JAN 2013
TOPEKA REGIONAL AIRPORT												
TENANTS	9	9	9	9	9	9	10	10	10	12	11	11
FACILITIES LEASED	20	20	20	20	21	21	22	22	20	22	26	27
TOPEKA REGIONAL BUSINESS CENTER												
TENANTS	47	47	48	44	48	43	44	42	39	38	39	39
FACILITIES LEASED	70	70	72	69	75	69	69	66	57	55	56	58
PHILIP BILLARD AIRPORT												
TENANTS	11	11	11	12	12	12	14	14	13	12	11	11
FACILITIES LEASED	18	18	18	17	17	17	19	19	18	21	19	18
TOTAL												
TENANTS	67	67	68	65	69	64	68	68	62	62	61	61
FACILITIES LEASED	108	108	110	106	113	107	110	106	95	98	101	103
MONTHLY LEASE INCOME	\$ 169,019	\$ 168,876	\$ 175,958	\$ 167,098	\$ 168,545	\$ 155,936	\$ 158,021	\$ 149,460	\$ 131,303	\$ 113,043	\$ 121,201	\$ 119,965
NET CHANGE	\$ 143	\$ 1,778	\$ 8,860	\$ (1,447)	\$ 12,609	\$ (2,085)	\$ 8,561	\$ 18,157	\$ 18,260	\$ (8,158)	\$ 1,236	\$ (13,347)