

**MTAA Board Meeting 3:00 PM**

**Tuesday, January 18, 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 December 21, 2021 and the Special Teleconference Board Meeting of December 29, 2021.
3. Public Comment.
4. Adopt Agenda.
5. Aerospace / Aviation Industry Growth Opportunities Presentation.

**ACTION ITEMS:**

6. Consider Purchase of One (1) New Police Vehicle.

**INFORMATION ONLY ITEMS:**

7. Monthly Reports:
  - a. Aviation-Related Issues & Air Service – Eric Johnson
  - b. Economic Development & Leasing Activity – Eric Johnson
8. Executive Session.



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

## Board of Directors

### Metropolitan Topeka Airport Authority December 21, 2021

#### **Regular Monthly Meeting ..... 3:00 PM**

From the MTAA Board Room, Chairman, Mike Munson, brought the regular monthly meeting of the MTAA Board of Directors to order at 3:00 PM with a Roll Call of Board members present via teleconference: Vice-Chair Lisa Stubbs – present; Erica Garcia-Babb – present; and Tom Wright – present. Due to a miscommunication Brian Armstrong was not on the call for the Regular Session but was able to make connection for the Executive Session. Also on the call: Tim Resner of Frieden & Forbes, LP – Legal Counsel to the Board.

#### Meeting Attendees:

- Jay Freund of WSP USA, Inc.
- Sam Stallbaumer of WSP USA, Inc.
- John Lueger of Heinen Brothers

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

#### **Item 1. Notice.**

Chairman Munson 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 November 17, 2021.**

Chairman Munson asked the Board to review the Minutes of the Regularly Scheduled Board Meeting held on November 17, 2021 and inquired if there were any additions, corrections or comments to the Minutes.

**Ms. Stubbs moved to approve the Minutes of the Regularly Scheduled Board Meeting of November 17, 2021 as amended. Ms. Garcia-Babb seconded the motion. Motion carried.**

#### **Item 3. Public Comment**

Chairman Munson inquired if there was anyone registered to speak during Public Comment. Mr. Johnson replied that there was not.

#### **Item 4. Adopt the Agenda.**

Chairman Munson inquired if there were any changes to the Agenda as presented. Mr. Johnson suggested that Item 5. Presentation of 2020 & 2021 Service Awards to MTAA Employees be postponed to a later date when more Board members are able to be in-person at the meeting. Chairman Munson noted that Item 5 would be removed from the agenda and postponed until a future meeting.

**Mr. Wright made a motion to adopt the Agenda as amended. Ms. Garcia-Babb seconded the motion. Motion carried.**

#### **Item 5. Presentation of 2020 & 2021 Service Awards to MTAA Employees.**

Postponed to a later meeting.

**Item 6. Consider Approval of MTAA Resolution No. 21-281 Authorizing the Acceptance of Airport Rescue Grant Offer No. 3-20-0082-025-2022 Through Federal Aviation Administration.**

Mr. Johnson reported that an Airport Rescue Grant Offer, Grant No. 3-20-0082-025-2022 for Philip Billard Municipal Airport. was received from the Federal Aviation Administration (FAA). The project is 100% funded by the FAA with no matching obligation of MTAA funds. The grant is for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport as approved by the FAA.

He requested that the Board of Directors consider adoption of MTAA Resolution No. 21-281, which authorizes the MTAA President sign in acceptance of the grant offer from the FAA in the amount of \$59,000.00.

**Mr. Wright made a motion to adopt MTAA Resolution No. 21-281 authorizing Eric Johnson to sign the Airport Rescue grant offer from the FAA in the amount of Fifty-nine Thousand Dollars and No Cents (\$59,000.00) for AIP Project 3-20-0082-025-2022. Ms. Stubbs seconded the motion. Motion carried.**

**Item 7. Consider Bid for Aircraft Rescue Fire Fighting (ARFF) Equipment.**

During the May 2021 meeting, the Board approved the bids for the purchase of the 3,000-Gallon Aircraft Rescue Fire Fighting (ARFF) Vehicle and the ancillary equipment for the new apparatus. It was expected that both purchases would be covered through funds provided by the FAA's Airport Improvement Program (AIP). The FAA issued the grant for 100% of the project, thereby waiving any local match which was initially budgeted.

While the ARFF Vehicle did meet AIP requirements, the equipment did not. The "Buy American" section contained within the grant agreement requires manufacturers to provide documentation that the equipment meets the requirement. None of the manufacturers were willing to provide this. For this reason, the FAA denied the purchase of the ancillary equipment.

Mr. Johnson recommended the Board authorize staff to purchase the Ancillary Equipment from Danko Emergency Equipment at a total cost of \$119,349.66 utilizing funds originally budgeted for the local match.

**Ms. Stubbs made a motion to authorize staff to purchase the Ancillary Equipment from Danko Emergency Equipment at a total cost of One Hundred Nineteen Thousand Three Hundred Forty-Nine Dollars and Sixty-six Cents (\$119,349.66). Mr. Wright seconded the motion. Motion carried.**

**Information Only Items:**

**Item 8. Monthly Reports**

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

Mr. Johnson provided the following report:

- Staff has worked with WSP and the IFE firm to negotiate and better understand the differences in the Billard Airport terminal building design costs. After a very long and painful process, this has been completed and forwarded to the FAA for approval. Now the IFE stage of the process begins or the fuel farm at Topeka Regional Airport. Once completed, it too will be sent to the FAA for approval.
- In the near future the request will be made that a board member participate in a selection process for architectural design for the TRA sterile area expansion. This will be funded 100% by the ARPA grant.
- More funds may be coming soon through the Bipartisan Infrastructure Law. It is anticipated that funding for FOE will be approximately \$1 Million and approximately \$295,000 for TOP. According to the website, "The money can be invested in a variety of different projects, and the FAA encourages Airports to prioritize projects that increase airport safety, equity, and sustainability." If the FAA would allow the MTAA to combine the funds, strong consideration should be given to repaving the main apron at Billard or hangar construction.

**8.b. Economic Development & Leasing Activity – Mr. Johnson**

Mr. Johnson provided the following report:

- There was significant storm damage at FOE and TRBC from the December 15 wind storm. At the terminal building there are multiple roof penetrations, destruction of the canopy soffit at the North end, all three exterior doors on the west side of the building are severely damaged, and some upper-level siding is missing.

There are also have 5 vehicles with windshields and other glass broken due to ballast stone being blown off the maintenance building roof.

- In November, MTAA leased buildings were at 100% occupancy. As expected, Building 170D will be coming off lease at the end of December. Some time will be required to get it ready to be leased again. Building 170D is a 20,000sf warehouse. The tenant has some repairs to make and the MTAA maintenance staff will prepare it for lease. The structure is in good condition with a relatively new roof.

- **DELINQUENT ACCOUNTS (as of 11/30/2021)**

- Paul Kirk dba Advance Street Rod Design – Account remains delinquent for finance charges and a portion of the September invoice and October & November invoices;
- Tony Lynch – Delinquent for finance charges and a portion of October invoice & November invoice;
- Prometal Fabrication LLC – Delinquent for September, October & November 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;
- State of Kansas (Adjutant General's Office) – was slow paying the Air National Guard and the Army National Guard accounts, but they have now paid everything with the exception of the AJUA billed 10/01/2021.

Mr. Johnson provided the following report on November Leasing Activity:

- **LEASE ACTIVITY (CPI is 5.3%)**
  - **NEW LEASES/RENEWALS**
    - H&H Aircraft Services LLC signed a 1-year lease with a 1-year option on additional office space in the Billard terminal (they now occupy Suites 5, 6, 7 & 8);
    - Dan Hinnah signed a 1-year lease with a 1-year option on Bldg. #657.
  - **OPTIONS EXERCISED**
    - Five (5) tenants exercised their option at a CPI increase.
  - **INCREASES**
    - Four (4) tenants received a CPI increase.
  - **DECREASES**
    - -NONE-
- The current monthly rental income is \$181,074 which is approximately \$2,172,883 per year.

#### **8.c. Monthly Financial Reports – Ms. Trobough**

Ms. Trobough provided the following report:

- The report for the month ending 11/30/2021 reflects revenue to be \$318,599 ahead of the budget which is a net result from:
  - a. Taxes and Assessments receipts remain at \$28,295 less than the anticipated budgeted;
  - b. Landing Fees income shows to be \$28,993 less than budgeted;
  - c. Fuel Flowage Fees are \$33,405 more than the anticipated budgeted;
  - d. Passenger Facility Charges are under budget by \$7,848;
  - e. Lease & Rental Fees actual income is \$243,641 more than budgeted;
  - f. Reimbursements total to be \$32,881 more than budgeted;
  - g. CD Interest income is \$3,579 under budget;
  - h. Water/Sewer Sales are \$72,036 more than budgeted with Water/Sewer Costs reflecting to be \$63,915 more than the budgeted costs.
- Overall, the operating expenses ended the year with a favorable budget variance of \$518,338.
- Capital Improvement purchases made during the month of November are as follows:
  - a. **EMERGENCY NEEDS** – Payment of an additional **\$2,259.82** for emergency repair on the AOA power outage which affected the fuel farm;
  - b. **BUILDINGS** – A total of **\$14,264.86** was spent to rehab the Billard Maintenance shop including replacement of the overhead doors and siding the building;
  - c. **EQUIPMENT** – Payment of the Board-approved expenditure for the Dash/Body Cams of **\$29,554.00** was made once training was completed.

**Mr. Wright moved to accept and file the Monthly Financial Reports as presented for the month ended November 30, 2021. Ms. Stubbs seconded the motion. Motion carried.**

#### **Item 9. Executive Session**

**Chairman Munson 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 leasing. Mr. Munson stated that the Executive Session will be for a period not to exceed twenty (20) minutes beginning at 3:20 p.m. and this meeting shall reconvene at 3:40 p.m. Ms. Stubbs seconded the motion. Motion carried.**

Chairman Munson reconvened the Regular Session at 3:40 p.m. and stated that there was no action to be taken as a result of the Executive Session.

#### **Adjournment**

Chairman Munson asked if there was any further business to discuss, hearing none, he asked for a motion to adjourn. **Mr. Wright made the motion to adjourn. Ms. Garcia-Babb seconded the motion and the meeting was adjourned at 3:43 p.m.**

These official minutes were approved by the Board of Directors on January 18, 2022.

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Brian Armstrong, Secretary

**Metropolitan Topeka Airport Authority  
December 29, 2021**

**Special Teleconference Meeting .....8:30 AM**

Chairman, Mike Munson, brought the special teleconference meeting of the MTAA Board of Directors to order at 8:30 AM with a Roll Call of Board members on the call: Chairman Mike Munson – present; Secretary Brian Armstrong – present; Erica Garcia-Babb – present; and Tom Wright – present. Lisa Stubbs was unavailable. Also on the call: Tim Resner of Frieden & Forbes, LP – Legal Counsel to the Board. Eric Johnson was in attendance at the MTAA Administrative Office.

**Item 1. Notice.**

Chairman Munson inquired if everyone who requested notification had been notified of this meeting. **Mr. Johnson replied that notifications were sent.**

**Item 2. Adopt the Agenda.**

Chairman Munson asked for a motion to adopt the Agenda as presented.

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

**Item 3. Executive Session**

Chairman Munson 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 leasing, airport operations and planning. Mr. Munson stated that the Executive Session will be for a period not to exceed thirty (30) minutes beginning at 8:32 a.m. and this meeting shall reconvene at 9:02 a.m. Ms. Garcia-Babb seconded the motion. Motion carried.

Chairman Munson reconvened the Regular Session at 9:02 a.m. and stated that there was no action to be taken as a result of the Executive Session.

**Adjournment**

**Mr. Armstrong made the motion to adjourn. Ms. Garcia-Babb seconded the motion and the meeting was adjourned at 9:02 a.m.**

These official minutes were approved by the Board of Directors on January 18, 2022.

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Brian Armstrong, Secretary



Office of: President

To: Board of Directors

From: Eric M. Johnson

Subject: **Aerospace / Aviation Industry Growth Opportunities Presentation**



**MTAA**

METROPOLITAN TOPEKA AIRPORT AUTHORITY

TOPEKA REGIONAL  
AIRPORT & BUSINESS CENTER

BILLARD AIRPORT

Date: January 12, 2022

GO Topeka, as part of its efforts to grow and diversify the economic base of the greater Topeka Metropolitan area, has embarked in an effort to position the Topeka area for sustained and significant growth in the US aerospace and aviation industries. That industry - with a mix of Government and private sector work has shown steady and consistent growth -- in recent years by as much as 20% annually.

To support this effort, Baker, Donelson, Bearman, Caldwell & Berkowitz, PC (Baker Donelson), which also supports the Kansas Governor's Military Council, was brought in to work with the GO Topeka, MTAA and the Kansas Department of Commerce to:

- Identify industry market sector opportunities where Topeka could be competitive in drawing new industries to our region, leveraging Topeka Regional Airport (FOE) and other assets in the region.
- Provide an assessment of Topeka's strengths and challenges in attracting companies to establish new facilities in Topeka, bringing with them high paying, high technology jobs. Additionally, the firm was tasked to provide solutions to the challenges for consideration and action by the community with the State.
- Finally, Baker Donelson was also charged with providing us a mix of domestic and international companies -- with growth plans -- which GO Topeka and the community could draw to our region. Baker Donelson would play a supporting role in facilitating the effort to get prospective companies to visit Topeka through their network of contacts in the industry.

Tuesday's presentation by Steven Hyjek, Senior Policy Advisor with Baker Donelson, will provide an overview of the work completed in the last year, along with recommendations on how a pro-economic development strategy (which includes a shared-risk strategy) would yield the aviation / aerospace industry economic development objectives with Topeka Regional Airport (FOE) as a centerpiece of that effort.

Office of: President  
To: Board of Directors

From: Eric M. Johnson



Subject: **Consider Purchase of One (1) New  
Police Vehicle (Board Action Required)**



Date: January 12, 2022

The approved 2022 budget includes \$50,000 for the purchase of a new police patrol vehicle. As we learned last year, delivery of any type of vehicle is substantially delayed due to supply chain disruptions. Staff looked into availability and found Shawnee Mission Ford has a 2022 Ford Explorer Police package due for delivery to the dealer in late February or early March. They have provided a quote of \$35,694.00 for this vehicle.

With the understanding this is not how we would normally purchase a new vehicle, I request the MTAA Board of Director waive the requirements for this purchase. Going out to bid for a vehicle at this time may result in not taking delivery for several months or quite possibly not purchasing a vehicle this year at all.

Ellis Boys CDJR also provided a quote of \$43,215.00 for a Dodge Durango however, the estimated cost is several thousand dollars more and the order has not begun production. At this time, an anticipated delivery date is not available.

I recommend the Board approve the quote offered by Shawnee Mission Ford for the 2022 Ford Explorer for Thirty-five Thousand Six Hundred Ninety-four dollars and no Cents (\$35,694.00) and authorize staff to proceed with the purchase of the vehicle.

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



# SHAWNEE MISSION MISSION ~~TO DO~~ MORE

11501 SHAWNEE MISSION PARKWAY • SHAWNEE, KANSAS 66203-0179  
(913) 631-0000 • FAX (913) 268-6521  
WWW.SHAWNEEMISSIONFORD.COM

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January 12, 2022

Bill Wempe  
MTAA

Exterior: Agate Black (UM)  
Interior: Cloth Front / Vinyl Rear (96)

Bid Price \$35,694

Options included

- Aux Rear Air (17A)
- Cargo Dome lamp (17T)
- Interior Lift Gate Button Delete (18D)
- Courtesy Lamps Disable (43D)
- Police Engine Idle (47A)
- LED Spot Light (51R)
- Heated Mirrors (549)
- Remote Keyless Entry (55F)
- Keyed Alike 1284 (59B)
- Wiring Grill Lamp Siren Speaker (60A)
- Noise Suppression (60R)
- Police Wire Harness Connector Kit (67V)
- Deflector Plate (76D)
- Reverse Sensors (76R)
- Predrilled Tail Lamps (86T)
- Receiver Hitch and wiring harness
- Bluetooth
- Predrilled headlamps
- Back up camera display radio

Thank you for your time and interest.

Sincerely,

Jay Cooper

Government Fleet Sales



ELLIS BOYS CHRYSLER DODGE JEEP RAM  
430 S ARIZONA AVE  
HOLTON, KS 664361240

Priced Order Confirmation (POC)

Date Printed:	2022-01-03 11:40 AM	VIN:		Quantity:	01
Estimated Ship Date:		VON:	52257834	Status:	BG - Order has passed edit but cannot be considered for scheduling
Date Ordered:	2021-11-16 2:23 PM	Ordered By:	S26975N	FAN 1:	005CD Jackson County Sheriff's
Date Modified:	2021-11-16 2:48 PM	Modified By:	S26975N	FAN 2:	
				Client Code:	
				Bid Number:	TB2065
Sold to:		Ship to:		PO Number:	
ELLIS BOYS CHRYSLER DODGE JEEP RAM (45740)		ELLIS BOYS CHRYSLER DODGE JEEP RAM (45740)			
430 S ARIZONA AVE		430 S ARIZONA AVE			
HOLTON, KS 664361240		HOLTON, KS 664361240			

Vehicle: 2022 DURANGO PURSUIT VEHICLE AWD (WDEE75)

	Sales Code	Description	MSRP(USD)
Model:	WDEE75	DURANGO PURSUIT VEHICLE AWD	37,095
Package:	22Z	Customer Preferred Package 22Z	0
	EZH	5.7L V8 HEMI MDS VVT Engine	2,995
	DFD	8-Spd Auto 8HP70 Trans (Buy)	0
Paint/Seat/Trim:	PW7	White Knuckle Clear Coat	0
	APA	Monotone Paint	0
	*A7	Cloth Bucket Seats W/Rear Vinyl	120
	-X9	Black	0
Options:	ADL	Skid Plate Group	295
	CW6	Deactivate Rear Doors/Windows	75
	JRC	Power Liftgate	395
	LNF	Black Left LED Spot Lamp	545
	NAS	50 State Emissions	0
	XCS	4 Additional Key Fobs	100
	3AH	Price Protection - Code H	0
	4NU	Fuel Fill / Battery Charge	0
	4FM	Fleet Option Editor	0
	4ES	Delivery Allowance Credit	0
	2SQ	FCA Fleet Powertrain Care	0
	YG1	7.5 Additional Gallons of Gas	0
	4FT		0
	5N6	Easy Order	0
	4FT	Fleet Sales Order	0
	4EA	Sold Vehicle	0
Non Equipment:	4KA	Special Bid Handling	0
	4FA	Special Bid-Ineligible For Incentive	0
	4DH	Prepaid Holdback	0
	MAF	Fleet Purchase Incentive	0
Bid Number:	TB2065	Government Incentives	0
Special Equipment:	99595A		0
Destination Fees:			1,595

Total Price: 43,215 .

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

Agenda Item 6  
Page 3 of 3

**DELINQUENT ACCOUNTS  
AS OF DECEMBER 31, 2021**

NAME OF BUSINESS		TOTAL PAST DUE	DECEMBER 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	RENT/FC	\$7,442.43	\$2,291.31	\$2,289.96	\$2,256.12	\$605.04	\$0.00	X	X			
TONY LYNCH	RENT/FC	\$3,769.81	\$1,913.69	\$1,854.86	\$1.26	\$0.00	\$0.00	X	X			
PROMETAL FABRICATION LLC	RENT/FC	\$4,708.48	\$1,221.62	\$1,203.57	\$1,133.40	\$1,149.89	\$0.00	X	X			
RURAL DEVELOPMENT CORP	RENT/FC	\$27,002.68	\$399.05	\$393.16	\$387.35	\$381.77	\$25,441.35		X			X
SUBTOTAL		\$42,923.40	\$5,825.67	\$5,741.55	\$3,778.13	\$2,136.70	\$25,441.35					
- VACATED TENANTS -												
SUBTOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
TOPEKA REGIONAL AIRPORT:												
- TENANTS -												
VAERUS AVIATION	STA/FC	\$229.30	\$6.00	\$6.30	\$204.00	\$0.00	\$13.00	X	X			
SUBTOTAL		\$229.30	\$6.00	\$6.30	\$204.00	\$0.00	\$13.00					
- AIRPORT USER LANDING FEES -												
EASTERN AIRLINES	LANDING FEES	\$1,765.00	\$475.00	\$0.00	\$0.00	\$0.00	\$1,290.00	X	X			
MIAMI AIR INTERNATIONAL	LANDING FEES	\$2,428.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,428.00	X	X			
RVR AVIATION	LANDING FEES	\$86.18	\$0.00	\$0.00	\$0.00	\$0.00	\$86.18	X	X			
UNITED AIRLINES	LANDING FEES	\$161.84	\$0.00	\$0.00	\$0.00	\$0.00	\$161.84	X	X			
SUBTOTAL		\$4,441.02	\$475.00	\$0.00	\$0.00	\$0.00	\$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	\$831.93	\$0.00	\$0.00	X	X			
SUBTOTAL		\$831.93	\$0.00	\$0.00	\$831.93	\$0.00	\$0.00					
GRAND TOTALS		\$48,425.65	\$6,306.67	\$5,747.85	\$4,814.06	\$2,136.70	\$29,420.37					

**ACTION LEGEND:**

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

# Activity Report



## Topeka Regional Airport

FOE FAA TOWER OPERATIONS	Dec-21	Dec-20	Dec-19	2021	2020		2019	
				Accumulated Totals Y-T-D	Y-T-D Through Dec	Calendar Yr Totals	Y-T-D Through Dec	Calendar Yr Totals
Air Carrier	85	10	7	190	87	87	265	265
Air Taxi	56	15	47	454	359	359	373	373
Itinerant General	462	626	443	7,806	6,349	6,349	5,007	5,007
Itinerant Military	451	463	405	4,917	5,778	5,778	5,765	5,765
Local Civil	238	208	100	2,629	1,602	1,602	710	710
Local Military	962	862	788	12,018	8,543	8,543	6,475	6,475
GRAND TOTAL	2,254	2,184	1,790	28,014	22,718	22,718	18,595	18,595

PASSENGER ACTIVITY	Dec-21	Dec-20	Dec-19	2021	2020		2019	
				Accumulated Totals Y-T-D	Y-T-D Through Dec	Calendar Yr Totals	Y-T-D Through Dec	Calendar Yr Totals
<b>COMMERCIAL SERVICE</b>								
Passengers Enplaned	-	-	-	-	-	-	-	-
Passengers Deplaned	-	-	-	-	-	-	-	-
Aircraft Landed	-	-	-	-	-	-	-	-
<b>CHARTERS</b>								
Passengers Enplaned	164	-	298	1,649	2,524	2,524	4,663	4,663
Passengers Deplaned	159	-	98	1,955	2,456	2,456	3,853	3,853
Aircraft Landed	-	-	6	47	60	60	90	90
<b>MILITARY CHARTERS</b>								
Passengers Enplaned	-	-	-	7,493	519	519	8,539	8,539
Passengers Deplaned	1,332	-	-	3,180	83	83	9,242	9,242
Aircraft Landed	8	-	-	112	18	18	117	117
Combined Total Passengers Enplaned	164	-	298	9,142	3,043	3,043	13,202	13,202
Combined Total Passengers Deplaned	1,491	-	98	5,135	2,539	2,539	13,095	13,095



## Billard Airport

TOP FAA TOWER OPERATIONS	Dec-21	Dec-20	Dec-19	2021	2020		2019	
				Accumulated Totals Y-T-D	Y-T-D Through Dec	Calendar Yr Totals	Y-T-D Through Dec	Calendar Yr Totals
Air Carrier	0	0	0	3	0	0	19	19
Air Taxi	100	76	124	1,018	779	779	1,163	1,163
Itinerant General	1,002	953	870	11,724	11,562	11,562	11,637	11,637
Itinerant Military	36	67	33	462	484	484	733	733
Local Civil	624	568	402	6,028	6,764	6,764	5,992	5,992
Local Military	10	0	0	120	154	154	22	22
GRAND TOTAL	1,772	1,664	1,429	19,355	19,743	19,743	19,566	19,566

Metropolitan Topeka Airport Authority  
Monthly Leasing Activity Report  
December 2021

SEPTEMBER 2021 CPI is 5.4%

SEPTEMBER 2021 CPI is 5.4%		ANNUAL RENT	
TENANT	ADDRESS (FACILITY #)	FROM	TO
<b>NEW:</b>			
NONE		\$0.00	\$0.00
<b>RENEWALS DUE:</b>			
Rural Development Corporation	Parking Lot J	\$1,903.55	\$0.00
Rural Development Corporation	Parking Lot K	\$10,929.67	\$0.00
Technical Application & Consulting	3600 NE Sardou, #17	\$20,435.12	\$20,843.82
<b>OPTIONS EXERCISED:</b>			
NONE		\$0.00	\$0.00
<b>INCREASES:</b>			
Concrete Supply of Topeka Inc.	6130 SE Cardenas St. (#147 / #149)	\$19,514.82	\$20,568.62
Rural Development Corporation	650 SE Airport West Dr. (#281)	\$21,645.46	\$22,814.42
<b>DECREASES:</b>			
NONE		\$0.00	\$0.00
<b>MISCELLANEOUS:</b>			
NONE		\$0.00	\$0.00

**\*\*MONTHLY INCOME CHANGES\*\***

New Annl. Rate	\$64,226.86
Old Annl. Rate	\$74,428.62
Annual Diff.	-\$10,201.76
/12	-\$850.15
Mo. Adj.	\$0.00
Mo. Incr. (Decr.)	-\$850.15



Metropolitan Topeka Airport Authority  
Monthly Gross Rental Income Report  
December 2021

TOPEKA REGIONAL AIRPORT

	TENANT		FACILITY	MONTHLY RENT
1	Air National Guard		Jt. Use. Agreement	\$5,465.83 *
2	American Flight Museum	1	612	\$1,300.14
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	\$5,370.88
	" "	9	Land Lease (#613)	\$881.56
	" "	10	619	\$2,296.81
	" "	11	627	\$498.86
	" "	12	697	\$381.84
5	Gary Properties LLC	13	626	\$1,780.08
6	Haselwood Farm Inc.	14	Farm	\$161.50 ***
	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 ***
				\$28,553.85

	TENANT		FACILITY	MONTHLY RENT
1	ACA Event Rental LLC	1	260	\$2,348.50
2	AT&T Services, Inc.	2	280	\$472.19
3	Advanced Coatings Inc.	3	137	\$876.04 ***
4	A-1 Restaurant and Bar Supply	4	252	\$2,875.13
	A-1 Restaurant and Bar Supply	5	139 (storage)	\$500.00
	A-1 Restaurant and Bar Supply	6	624	\$4,500.00
5	Blue Jazz Java LLP	7	243	\$2,217.09
6	BME Home LLC	8	384	\$4,377.50
7	Brackett, Inc.	9	451	\$4,073.51
8	Concrete Supply of Topeka, Inc.	10,11,12	147-148-149	\$1,714.05
9	Evergy	13	Parking Lot S (#18)	\$1,916.67
10	F&L Enterprises Inc. dba WOW Truck and RV Wash	14	100	\$1,198.65
11	Federal Aviation Administration	15	620	\$824.94
12	Freeman Holdings LLC	16	178	\$63.71
13	Gainwell Technologies LLC	17,18,19,20	Parking Lots #1, #2, #3, #4	\$903.67
14	Grandmother's Inc.	21	Parking Lot #21	\$1,125.74
15	Groendyke Transport Inc	22	Parking Lot #17 (6N Lot A)	\$630.69
16	Ground 1, LLC	23	Land Lease (#453)	\$6,377.45
17	H2I, LLC	24	Land Lease (#255)	\$666.96
18	Heartland Coca-Cola Bottling Co.	25	Land Lease (#400)	\$2,517.08
19	Henderson, Brad d/b/a Heartland Tree Service	26	Parking Lot #10W (260W)	\$300.00
20	Hinnah, Dan	27	657	\$1,453.33
21	Home Depot USA, Inc.	28,29,30,31	Parking Lots #7, #20, #23 & #24	\$3,345.79
22	Houser Enterprises, Inc	32	167	\$6,273.00
23	JSLewis, Inc.	33	415	\$386.92
24	KADA Enterprises LLC	34	Parking Lot #10E (260E)	\$322.22 ***
25	Kansas Sand & Concrete, Inc	35	Parking Lot #16 (Axton Lot A)	\$1,248.25
26	Kirk, Paul L. Sr. dba Advance Street Rod Design	36	140	\$1,768.00
27	Klaton Real Estate, LLC	37	Land & Bldg. Lease (#622)	\$1,519.66
28	Koelling, Michelle & Duke d/b/a MDK	38	801	\$1,250.84
29	LMC, Inc.	39	321	\$590.53
	" " "	40	Land Lease (#383)	\$228.77
	" " "	41	Land Lease ( #621)	\$257.06
	" " "	42	820	\$5,128.05 </>
30	Lewis, Mark A. d/b/a M. Lewis Properties	43	248	\$203.28
	" " "	44	629	\$458.54
31	Lynch, Tony C. dba T&J Repair	45	114	\$1,690.97
32	McPherson Contractors Inc.	46	452	\$1,185.87
33	Mr. O Auto Sales, LLC	47	183	\$347.40
34	Murray, Christopher d/b/a Mid-America Painting	48,49	123/129	\$543.87
35	NFI Interactive Logistics LLC	50	Parking Lot #12 (University/Bleckley	\$381.41
36	Nzekwe, Chigbo	51	181	\$53.22
37	Phoenix Recovery of Kansas LLC	52	225	\$1,327.07
38	ProMetal Fabrication, LLS	53	379	\$1,040.76
39	R & R Pallet of Garden City, Inc	54	170 A	\$6,383.56
	R & R Pallet of Garden City, Inc	55,56,57	170 B/C & Pkg Lot #14 (Axton Lot B)	\$11,092.34
	R & R Pallet of Garden City, Inc.	58	170-D	\$3,916.06
	R & R Pallet of Garden City, Inc.	59	Parking Lot #13 (Engle St)	\$776.65
40	Rippe Enterprises	60	Parking Lot #15 (Axton Lot C)	\$566.38
41	Rural Development Corp.	61	281	\$1,901.20
	" " "	62,63	638/818	\$1,947.97
42	SEKESC - Greenbush	64	605	\$10,730.03
43	Sports Car Club of America	65	300	\$6,976.58
44	Sunflower Auto Auction, LLC	66	131	\$3,480.49
45	Topeka Construction, LLC	67,68	Land & Bldg. Lease ( #449 & #450)	\$1,074.20
	" " "	69	Land & Bldg. Lease (#448)	\$337.69
46	T.R. Management Inc.	70	154	\$1,024.88
	" " "	71	344	\$2,413.52
47	UAR Direct, LLC	72	197	\$955.60
48	Vaerus Aviation Inc.	73	151	\$1,335.63
				\$126,397.16

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	\$1,264.64
	" " "	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 *****
4	Heartland Airplanes, LLC	9	9	\$258.29 *
5	Hetrick Aviation, LLC	10	26	\$3,519.66
6	NOAA	11	Weather Station	\$3,536.73
7	New-Jetz, LLC	12	Land (#27)	\$599.90
8	Riverside Farms LLC	13	Farm	\$2,230.19 ***
9	RJ Meier Farms LLC	14	Farm	\$2,086.42 ***
10	Teamsters Local Union #696	15,16,17	1,2,3	\$2,084.61
11	Technical Applications & Consulting	18	17	\$1,736.99
				\$25,272.44

## GRAND TOTALS

68	TENANTS	111	FACILITIES	\$180,223.45
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\*Paid Quarterly

\*\* Paid Semi-Annually

\*\*\*Paid Annually

\*\*\*\*\*Minimum Guarantee

&lt;/&gt; Lease Expired - Negotiations Incomplete - Holdover Tenancy Payment

Metropolitan Topeka Airport Authority  
Monthly Lease Income Net Change Report  
December 2021

	DEC 2021	NOV 2021	JAN 2021	JAN 2020	JAN 2019	JAN 2018	JAN 2017	JAN 2016	JAN 2015	JAN 2014	JAN 2013
TOPEKA REGIONAL AIRPORT TENANTS FACILITIES LEASED	9 20	9 20	9 20	9 21	9 21	10 22	10 22	10 20	12 22	11 26	11 27
TOPEKA REGIONAL BUSINESS CENTER TENANTS FACILITIES LEASED	48 74	47 74	44 69	48 75	43 69	44 69	42 66	39 57	38 55	39 56	39 58
PHILIP BILLARD AIRPORT TENANTS FACILITIES LEASED	11 17	11 17	12 17	12 17	12 17	14 19	14 19	13 18	12 21	11 19	11 18
TOTAL TENANTS FACILITIES LEASED	68 111	67 111	65 106	69 113	64 107	68 110	68 106	62 95	62 98	61 101	61 103
MONTHLY LEASE INCOME	\$ 180,223	\$ 181,074	\$ 167,098	\$ 168,545	\$ 155,936	\$ 158,021	\$ 149,460	\$ 131,303	\$ 113,043	\$ 121,201	\$ 119,965
NET CHANGE	\$ (850)	\$ 13,976	\$ (1,447)	\$ 12,609	\$ (2,085)	\$ 8,561	\$ 18,157	\$ 18,260	\$ (8,158)	\$ 1,236	\$ (13,347)