

MTAA Board Meeting 3:00 PM

Tuesday, April 21, 2020

MTAA Administrative Office (Via Conference Call)

The conference call will be available at approximately 2:55 PM.

To join the call:

- A. Call the Dial-in Number: **1-844-237-4038**
- B. Enter the Conference Code: **538140#**
- C. State your name followed by #
- D. Please announce your arrival

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 17, 2020.
3. Public Comment.
4. Adopt Agenda.

ACTION ITEMS:

5. Consider Bids for SE Axton Street Project.

INFORMATION ONLY ITEMS:

6. Preliminary Discussion on 2021 Budget Draft #1.
7. CARES Act Airport Grant Discussion.
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.



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

Board of Directors

Metropolitan Topeka Airport Authority March 17, 2020

Regular Monthly Meeting - Teleconference..... 3:00 PM

Lisa Stubbs, Board Chair, brought the teleconference meeting of the MTAA Board of Directors to order at 3:00 p.m. with a Roll Call of Board members on the call: Chairwoman Lisa Stubbs – present; Vice-Chairman Thomas Wright – present; Secretary Mike Munson – present; and Jim Rinner – present.

Also identified on the call:

- David Lewis of LMC, Inc.
- Timothy Resner of Frieden & Forbes, LP – Legal Counsel to the Board

Present at the MTAA Administrative Office:

- Tom Moses of Moses Realty
- Jay Freund of WSP USA, Inc.
- Col. J.T. O'Grady, MTAA Police & Fire Dept.
- Maj. Greg Dunn, MTAA Police & Fire Dept.
- Eric Johnson – MTAA Administration
- Cheryl Trobough – MTAA Administration

Item 1. Notice.

Chairwoman Stubbs asked 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 Meetings of January 21, 2020 and February 18, 2020.

Chairwoman Stubbs asked the Board to review the Minutes of the Regularly Scheduled Board Meetings of January 21, 2020 and February 18, 2020 and inquired if there were any additions, corrections or comments to the Minutes.

Mr. Munson moved to approve the Minutes of the Regularly Scheduled Board Meetings of January 21, 2020 and February 18, 2020. Mr. Rinner seconded the motion. Motion carried.

Item 3. Public Comment

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

Item 4. Adopt the Agenda.

Chairwoman Stubbs amended the agenda by moving Item 5 – Consider Commercial Real Estate Consulting Services Agreement to the end of the meeting after Item 8 – Executive Session. She then inquired if there were any other changes to the Agenda as amended. **Mr. Rinner made a motion to adopt the Agenda as amended. Mr. Munson seconded the motion. Motion carried.**

Information Only Items:

Item 6. MTAA Emergency Services COVID-19 Response Protocol Report.

Col. John O'Grady, MTAA Chief of Police & Fire, reported that the department is equipped with all required Personal Protection Equipment (PPE) used by emergency responders and explained the protocol in place for any call where a contamination is suspected.

Item 7. Monthly Reports

7.a. Intergovernmental Cooperation Council – No Meeting in March

7.b. Aviation-Related Issues & Air Service – Mr. Johnson

Mr. Johnson provided the following report:

- A request was recently submitted to the FAA to upgrade the ARFF equipment planned for 2021. According to the MTAA's published ARFF Index, only a small truck with 500 lbs. of dry chemical is warranted. When the last new ARFF truck was purchased, a larger capacity truck was agreed to due to the FOE unscheduled large air carrier operations. The data provided to the FAA appears to support the request and the larger truck is identified in the ACIP. FAA approval is anticipated within the next couple weeks.
- The air service conference scheduled in April has been canceled with plans to reschedule it for July. The airlines have reduced capacity to a level not seen before. Part of the conference will also focus on how to rebuild their operations.
- Pre-Construction Conference for the TOP Taxiway Bravo-Charlie Reconstruction project meeting will be held March 26.
- Two Statements of Qualifications for the On-Call engineering services were received. The RFQ was advertised and also direct mailed to seven known firms. A call has been placed to the FAA to see if they will allow the selection to move forward with just having two interested firms or if they will require the MTAA to try to obtain more. Either way, a copy of each firm's qualifications will be delivered to Mike Munson as a member of the selection committee.

8.c. Economic Development & Leasing Activity – Mr. Johnson

Mr. Johnson provided the following report:

- The SE Axton project bid opening has been delayed about a month because the contractors were asked to also provide an alternate bid that allows for phasing the project rather than closing the street completely. The tenant in Building 170 is making plans that will allow operating out of the south side of the building. Part of the work will be eligible for rent abatement as it will significantly improve the facility.
- The restroom remodel in the FOE terminal is complete. The contractor did a nice job and it will certainly be useful during charter operations.

January & February Leasing Activity –

- **LEASE ACTIVITY** (CPI is 1.8%)
 - **RENEWED LEASES –**
 - Hetrick Aviation Inc., renewed the lease on Billard Hangar #26 at a CPI increase (In lieu of exercising their option on an annual basis for the next nine (9) years, they requested a new four (4) year lease with one (1) five (5) year option);
 - Christopher Murray dba Mid America Painting signed another one (1) year lease, at a 2% increase, with a one (1) year option;
 - Sunflower Auto Auction signed another one (1) year lease, at a 2% increase, with a one (1) year option.
 - **OPTIONS EXERCISED –** (all at CPI Increase)
 - Groendyke Transport Inc.
 - LMC, Inc.
 - Riverside Farms
 - RJ Meier Farms
 - **INCREASES –**
 - Three (3) leases received a 2% annual increase and nine (9) leases received a 1.8% CPI increase.

- Monthly rental income increased to \$168,546 or approximately \$2,022,547 per year.
- **DELINQUENT ACCOUNTS (as of 02/29/2020)**
 - Paul Kirk dba Advance Street Rod Design – Account was brought current at year-end and is now delinquent for some of January charges and all of February invoice;
 - Brackett, Inc. – Account is delinquent on some finance charges for November, December & January as well as December, January & February invoices;
 - Tony Lynch – Delinquent for February invoice;
 - R&R Pallet – Account is delinquent on some finance charges for September through January as well as the February invoice;

8.d. Monthly Financial Reports – Ms. Trobough

Ms. Trobough provided the following reports:

- The report for the month and year ending **12/31/19** reflects revenue to be \$379,341 more than budgeted which is a net result from:
 - a. Taxes and Assessments receipts finished the year at \$82,382 under the anticipated budgeted;
 - b. Landing Fees income shows to be \$27,060 more than budgeted;
 - c. Fuel Flowage Fees are \$22,326 more than budgeted;
 - d. Contract Agreements are \$30,884 over the budget;
 - e. Passenger Facility Charges slightly under budget by \$630;
 - f. Lease & Rental Fees actual income is \$206,430 more than budgeted;
 - g. Reimbursements total to be \$74,806 more than budgeted;
 - h. CD Interest income is \$110,184 more than budgeted;
 - i. Water/Sewer Sales are \$69,332 less than budgeted with Water/Sewer Costs reflecting to be \$25,168 under the budgeted cost.
- 2019 Encumbered Funds Expensed for a total of \$165,800 as follows:
 - a. Consulting Services (Axton St. Construction Observation) – **\$17,000**
 - b. Website Development & Maintenance (Software Update) – **\$4,400**
 - c. Air Service Marketing - **\$4,500**
 - d. Econ Development Expense/Advertising (Air Service) – **\$7,500**
 - e. Ammunition – **\$1,400**
 - f. Advertising & Public Relations (Air Service) – **\$10,500**
 - g. Maintenance to Rental Property (#70 Pad/Dock) – **\$80,000**
- Overall, the operating expenses ended the year with a favorable budget variance of \$443,709.
- Capital Improvement purchases made during the month of December are as follows:
 - a. **BUILDINGS** – Transfer of FOE Chiller Replacement from Construction-In-Progress to Asset for a total expenditure of **\$258,707**.
- 2019 Encumbered Funds for Capital Improvements for a total of \$1,042,205 as follows:
 - a. Pavement Repair (Axton St. Project) – **\$212,705**
 - b. Buildings (Bldg. Projects/Fuel Farm) – **\$790,000**
 - c. Vehicles (Vehicles/Equipment) – **\$32,600**
 - d. Office Equipment (Admin Server) – **\$3,900**
 - e. Communication Equipment (Radios for New Trucks) – **\$3,000**

- The Cash Balance at year-end was \$2,983,863 with CD Investments of an additional \$3,000,000 for a total of **\$5,983,863**.

- The report for the month ending **01/31/20** reflects revenue beginning the new year at \$134,374 more than budgeted which is a net result from:
 - a. Taxes and Assessments receipts reflect to be \$66,987 more than the anticipated budget;
 - b. Landing Fees are \$4,192 under budget;
 - c. Fuel Flowage Fees are \$3,923 under budget;
 - d. Contract Agreements are \$4,667 more than budgeted;
 - e. Passenger Facility Charges are \$242 more than budgeted;
 - f. Lease & Rental Fees actual income reflects to be \$51,630 more than the budgeted amount;
 - g. CD Interest income is \$7,086 more than the anticipated budget;
 - h. Gain on Sale of Assets is \$3,942 ahead of budget.
- Overall, the operating expenses are in-line with the anticipated budget and depict a favorable budget variance of \$78,182.
- Capital Improvement purchases made during the month of January are as follows:
 - a. **VEHICLES** – Purchase of the Board-approved 2015 Chevrolet Tahoe from KHP Fleet Sales as a patrol unit for Police & Fire Dept. at a total cost of \$19,500, of which **\$15,000** was charged against the budget line item for Vehicles and the remainder paid from encumbered funds.

- The report for the month ending **02/29/20** reflects revenue to be \$153,768 more than budgeted which is a net result from:
 - a. Taxes and Assessments receipts remain at \$66,987 more than the anticipated budget;
 - b. Landing Fees are \$7,535 under budget;
 - c. Contract Agreements are \$5,583 more than budgeted;
 - d. Fuel Flowage Fees are \$5,771 under budget;
 - e. Passenger Facility Charges are \$758 under budget;
 - f. Lease & Rental Fees actual income reflects to be \$66,521 more than the budgeted amount;
 - g. CD Interest income is \$13,963 more than the anticipated budget;
 - h. Gain on Sale of Assets is \$3,858 ahead of budget;
 - i. Water/Sewer sales are \$13,516 less than budgeted with Water/Sewer Costs reflecting to be \$20,436 under the budgeted cost
- Overall, the operating expenses are in-line with the anticipated budget and depict a favorable budget variance of \$180,584.
- Capital Improvement purchases made during the month of February are as follows:
 - a. **EQUIPMENT** – Purchase of the Board-approved Extrication Equipment for Police & Fire Dept. at a total cost of \$20,350, of which **\$17,000** was charged against the budget line item for Equipment and the remainder paid from encumbered funds.
 - b. **OFFICE EQUIPMENT** – Purchase of ID Badging software and printer at a cost of **\$2,141.94** to replace non-working system.

Mr. Wright moved to accept and file the Monthly Financial Reports as presented for the month and year ended December 31, 2019. Mr. Rinner seconded the motion. Motion carried.

Mr. Munson moved to accept and file the Monthly Financial Reports as presented for the month ended January 31, 2020. Mr. Rinner seconded the motion. Motion carried.

Mr. Rinner moved to accept and file the Monthly Financial Reports as presented for the month ended February 29, 2020. Mr. Wright seconded the motion. Motion carried.

Item 9. Executive Session

Chairwoman Stubbs inquired how much time was needed for the Executive Session. Mr. Resner and Mr. Johnson requested thirty minutes to discuss legal matters pertaining to contracts and potential litigation. **Mr. 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 legal matters on contracts and potential litigation. Mr. Munson stated that the Executive Session will be for a period not to exceed thirty minutes beginning at 3:40 p.m. and this meeting shall reconvene at 4:10 p.m. Mr. Rinner seconded the motion. Motion carried.**

The Regular Session teleconference call terminated at this time for the Board to call in to the Executive Session conference call initiated by Mr. Resner. Everyone was advised to call back in to the Regular Session conference call at 4:10 p.m.

Chairwoman Stubbs reconvened the Regular Session conference call at 4:10 p.m. and stated that there was no action to be taken as a result of the Executive Session.

Action Items:

Item 5. Consider Commercial Real Estate Consulting Services Agreement.

Mr. Johnson reported that in the absence of a leasing and property manager, Tom Moses, a Topeka area commercial real estate broker and former MTAA board member, has been contacted for guidance and advice. Mr. Moses has offered his services and expertise on a consulting basis as it pertains to leasing and property management of MTAA buildings and assets. Normal day-to-day activities will remain the responsibility of MTAA staff, but there are instances in this industry that require a more complex lease negotiation strategy.

The contract is offered to the MTAA at \$1,500.00 per month for a period of 12 months. Should MTAA determine at some point in the future it is no longer necessary to maintain this relationship, the contract provides for early termination.

After a brief discussion, the Board directed Counsel to modify the agreement limiting the Scope of Services to advice and input on litigation matters specific to this agreement and present it to Mr. Moses for consideration.

Mr. Rinner made a motion to approve the agreement as amended and, if accepted by Mr. Moses, authorize Eric Johnson to sign the agreement at the cost of One Thousand Five Hundred Dollars and No Cents (\$1,500.00) per month for a maximum period of twelve (12) months. Mr. Munson seconded the motion. Motion carried by unanimous roll-call vote.

Adjournment

Chairwoman Stubbs asked if there was any further business to discuss, hearing none, she asked for a motion to adjourn. **Mr. Wright made the motion to adjourn. Mr. Rinner seconded the motion and the meeting was adjourned at 4:24 p.m.**

These official minutes were approved by the Board of Directors on April 21, 2020.

Michael R. Munson, Secretary

Office of: President

To: Board of Directors

From: Eric M. Johnson

Subject: **Consider Bids for SE Axton Street Project.
(Board Action Required)**



MTAA

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

Date: April 13, 2020

The 2020 Pavement Maintenance Program process began with staff conferring with Jay Freund, WSP for the appropriate methods for repairing the areas to be addressed. The project was advertised for bid as required. Due to the complexity of the Axton Street project, we delayed the bid opening to allow for additional time for contractors to submit an alternate bid to include construction in two phases. We held a public bid opening via conference call and advertised the call-in number on our website.

The bid opening was held on April 9, 2020 at 10:00 a.m. with the following results:

Project Locations	Contractor: Bettis Asphalt & Construction Inc.	Contractor: Sunflower Paving Inc.
A: SE Axton St. to be completed in a single phase	\$410,603.60	\$345,999.00
B: Alternate Bid – SE Axton St. to be completed in 2 phases	\$415,603.60	\$370,599.00

Upon review of the bids offered by both contractors, staff determined Sunflower Paving Inc., the overall low bidder, provided the best value for the project and falls within the budgeted amount. I recommend the Board authorize staff to contract with Sunflower Paving Inc. for the SE Axton Street project at a cost not to exceed Three Hundred Seventy Thousand Five Hundred Ninety-Nine Dollars (\$370,599.00).

If there are any questions, please do not hesitate to contact me.

Activity Report



Topeka Regional Airport

FOE FAA TOWER OPERATIONS	Mar-20	Mar-19	Mar-18	2020	2019		2018	
				Accumulated Totals Y-T-D	Y-T-D Through Mar	Calendar Yr Totals	Y-T-D Through Mar	Calendar Yr Totals
Air Carrier	6	66	9	49	157	265	56	126
Air Taxi	33	19	14	97	75	373	77	390
Itinerant General	411	333	382	1,324	833	5,007	949	4,283
Itinerant Military	335	368	196	1,183	987	5,765	835	2,503
Local Civil	70	110	30	216	130	710	100	425
Local Military	770	528	156	2,233	1,481	6,475	734	1,915
GRAND TOTAL	1,625	1,424	787	5,102	3,663	18,595	2,751	9,642

PASSENGER ACTIVITY	Mar-20	Mar-19	Mar-18	2020	2019		2018	
				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	225	356	321	2,075	1,902	4,663	1,279	3,288
Passengers Deplaned	229	301	146	2,029	1,503	3,853	1,177	3,077
Aircraft Landed	5	7	4	52	47	90	42	76
MILITARY CHARTERS								
Passengers Enplaned	-	3,339	-	-	8,391	8,539	-	721
Passengers Deplaned	-	3,301	213	-	3,351	9,242	407	407
Aircraft Landed	-	40	3	2	46	117	6	27
Combined Total								
Passengers Enplaned	225	3,695	321	2,075	10,293	13,202	1,279	4,009
Passengers Deplaned	229	3,602	359	2,029	4,854	13,095	1,584	3,484



Billard Airport

TOP FAA TOWER OPERATIONS	Mar-20	Mar-19	Mar-19	2020	2019		2018	
				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	19	2	6
Air Taxi	55	108	127	242	147	1,163	391	1,704
Itinerant General	635	791	1,025	2,189	1,112	11,637	2,664	10,258
Itinerant Military	44	60	168	154	63	733	330	1,129
Local Civil	290	530	614	1,428	698	5,992	1,810	6,104
Local Military	4	0	10	22	4	22	40	56
GRAND TOTAL	1,028	1,489	1,944	4,035	2,024	19,566	5,237	19,257

DELINQUENT ACCOUNTS AS OF MARCH 31, 2020											
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 L
TOPEKA REGIONAL BUSINESS CENTER:											
- CURRENT TENANTS -											
ADVANCE STREET ROD	RENT/FC	\$7,103.33	\$3,230.82	\$3,298.36	\$574.15	\$0.00	\$0.00	X	X		
BRACKETT, INC.	RENT/FC	\$8,402.36	\$4,020.96	\$4,269.40	\$112.00	\$0.00	\$0.00	X	X		
LYNCH, TONY	RENT/FC	\$1,895.34	\$1,679.97	\$215.37	\$0.00	\$0.00	\$0.00	X	X		
R & R PALLET, INC	RENT/FC	\$47,088.85	\$22,039.28	\$23,344.53	\$669.75	\$334.68	\$700.61	X	X		
RURAL DEVELOPMENT CORP	RENT	\$3,861.88	\$3,861.88	\$0.00	\$0.00	\$0.00	\$0.00				X
SUBTOTAL		\$68,351.76	\$34,832.91	\$31,127.66	\$1,355.90	\$334.68	\$700.61				
- VACATED TENANTS -											
SUBTOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
TOPEKA REGIONAL AIRPORT:											
- TENANTS -											
VAERUS AVIATION, INC	LOST ID/FC	\$345.42	\$5.10	\$13.01	\$5.84	\$4.80	\$316.67				
SUBTOTAL		\$345.42	\$5.10	\$13.01	\$5.84	\$4.80	\$316.67				
- AIRPORT USER LANDING FEES -											
DENVER AIR CONNECTION	LANDING FEES	\$2,389.54	\$410.52	\$410.52	\$0.00	\$0.00	\$1,568.50		X		
ELITE AIRWAYS LLC	LANDING FEES	\$1,718.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,718.00	X	X		
MIAMI AIR INTERNATIONAL	LANDING FEES	\$2,428.00	\$2,428.00	\$0.00	\$0.00	\$0.00	\$0.00				X
RVR AVIATION	LANDING FEES	\$730.90	\$569.72	\$161.18	\$0.00	\$0.00	\$0.00		X		
SUN COUNTRY AIRLINES	LANDING FEES	\$637.00	\$637.00	\$0.00	\$0.00	\$0.00	\$0.00		X		
SWIFT AIR LLC	LANDING FEES	\$3,009.90	\$1,995.50	\$1,014.40	\$0.00	\$0.00	\$0.00		X		
SUBTOTAL		\$10,913.34	\$6,040.74	\$1,586.10	\$0.00	\$0.00	\$3,286.50				
PHILIP BILLARD:											
SUBTOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
WATER & SEWER:											
ADJUTANT GENERAL KANSAS ARMY	WATER	\$812.59	\$812.59	\$0.00	\$0.00	\$0.00	\$0.00		X		
SUBTOTAL		\$812.59	\$812.59	\$0.00	\$0.00	\$0.00	\$0.00				
GRAND TOTALS		\$80,423.11	\$41,691.34	\$32,726.77	\$1,361.74	\$339.48	\$4,303.78				

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 2020

December 2019 CPI is 2.3%

December 2019 CPI is 2.3%

TENANT	ADDRESS (FACILITY #)	FROM	TO
NEW:			
NONE		\$0.00	\$0.00
RENEWALS DUE:			
NONE		\$0.00	\$0.00
OPTIONS:			
Vaerus Aviation LLC (CPI)	6030 SE Evans St. (Bldg. #151)	\$15,360.00	\$15,713.28
INCREASES:			
American Flight Museum (CPI)	6804 SE Ross St. (Hangar #612)	\$14,951.91	\$15,295.80
Freeman Holdings LLC (CPI)	6330 SE Forbes Ave. (Hangar #627)	\$5,770.91	\$5,903.64
Gary Properties LLC (CPI)	6410 SE Forbes Ave. (Hangar #626)	\$20,592.38	\$21,066.00
DECREASES:			
NONE		\$0.00	\$0.00
MISCELLANEOUS:			
NONE		\$0.00	\$0.00

****MONTHLY INCOME CHANGES****

New Annl. Rate	\$57,978.72
Old Annl. Rate	\$56,675.20
Annual Diff.	\$1,303.52
/12	\$108.63
Mo. Adj.	\$0.00
Mo. Incr. (Decr.)	\$108.63

Metropolitan Topeka Airport Authority
Monthly Gross Rental Income Report
March 2020

TOPEKA REGIONAL AIRPORT

	TENANT		FACILITY	MONTHLY RENT
1	Air National Guard		Jt. Use. Agreement	\$5,465.83 *
2	American Flight Museum	1	612	\$1,274.65
3	Combat Air Museum	2,3	602/604	\$281.23
4	Freeman Holdings LLC	4	600	\$1,604.11
	" "	5	601	\$4,062.28
	" "	6	609	\$2,354.31
	" "	7	610 - Suite 10,11	\$5,265.57
	" "	9	Land Lease (#613)	\$769.99
	" "	10	619	\$2,269.58
	" "	11	627	\$491.97
	" "	12	697	\$367.02
	" "	13	178	\$60.61
5	Gary Properties LLC	14	626	\$1,755.50
6	Haselwood Farm Inc.	15	Farm	\$159.59 ***
	Haselwood Farm Inc.	16	Farm A	\$100.28 ***
	Haselwood Farm Inc.	17	Farm B	\$707.88 ***
	Haselwood Farm Inc.	18	Farm C	\$92.38 ***
7	Pettit, Brooks	19	603 - 240sf	\$50.00
8	Shawnee County	20	667 (Firing Range)	\$509.00 ****
9	Topeka Police Dept.	21	669 (Firing Range)	\$99.09 ***
				\$27,740.87

	TENANT		FACILITY	MONTHLY RENT
1	A-1 Restaurant and Bar Supply	1	252	\$2,750.00
	A-1 Restaurant and Bar Supply	2	139 (storage)	\$500.00
	A-1 Restaurant and Bar Supply	3	260	\$2,200.00
2	AT&T Services, Inc.	4	280	\$472.19
3	Advanced Coatings Inc.	5	137	\$842.02 ***
4	Baston Global	6	657	\$1,510.06
5	Blue Jazz Java LLP	7	243	\$2,173.62
6	Brackett, Inc.	8	451	\$3,915.33
7	Chigbo Nzewke	9	181	\$52.17
8	Coca-Cola Enterprises, Inc.	10	Land Lease (#400)	\$1,921.00
9	Concrete Supply of Topeka, Inc.	11,12,13	147-148-149	\$1,603.78
10	DXC Technology	14	Parking Lot #1	\$257.91
	" " "	15	Parking Lot #2	\$257.91
	" " "	16	Parking Lot #3	\$106.08
	" " "	17	Parking Lot #4	\$246.70
11	F&L Enterprises Inc. dba WOW Truck and RV Wash	18	100	\$1,116.00
12	Federal Aviation Administration	19	620	\$862.27
13	FedEx Freight	20	Lot	\$600.00
14	Gallery Classic, Inc.	21	384	\$4,250.00
15	Groendyke Transport Inc	22	6N Lot A	\$618.32
16	Ground 1, LLC	23	Land Lease (#453)	\$5,798.61
17	H2I, LLC	24	Land Lease (#255)	\$659.05
18	Henderson, Brad d/b/a Heartland Tree Service	25	260W Parking Lot	\$300.00
19	Houser Enterprises, Inc	26	167	\$6,000.00
20	JSLewis, Inc.	27	415	\$368.12
21	Joe Conroy Contractor Inc	28	225	\$1,263.87
22	KADA Enterprises LLC	29	260E Parking Lot	\$300.00
23	Kansas Sand & Concrete, Inc	30	Axton St - Lot A	\$1,170.21
24	Kirk, Paul L.	31	140	\$2,720.00
25	Klaton Real Estate, LLC	32	Land & Bldg. Lease (#622)	\$1,451.13
26	Koelling, Michelle & Duke d/b/a MDK	33	801	\$1,190.09
27	LMC, Inc.	34	321	\$367.55
	" " "	35	Land Lease (#383)	\$226.06
	" " "	36	820	\$1,138.55
	" " "	37	Land Lease (#621)	\$247.33
28	Lewis, Mark A. d/b/a M. Lewis Properties	38	248	\$195.20
	" " "	39	629	\$441.18
29	Lynch, Tony C. d/b/a T&J Repair	40	114	\$1,574.37
30	MAXIMUS, Inc.	41	Parking Lot #6	\$718.94
31	McPherson Contractors Inc.	42	452	\$1,104.10
32	Mr. O Auto Sales, LLC	43	183	\$323.45
33	Murray, Christopher d/b/a Mid-America Painting	44,45	123/129	\$533.21
34	NFI Interactive Logistics LLC	46	University & Bleckley Lot	\$358.86
35	Poppin' Squeeze	47	180-E	\$1,358.58
36	ProMetal Fabrication, LLS	48	379	\$969.00
37	R & R Pallet of Garden City, Inc	49	170 A	\$6,307.86
	R & R Pallet of Garden City, Inc	50,51,52	170 B/C & Axton Lot B	\$10,960.81
	R & R Pallet of Garden City, Inc.	53	Engle Lot	\$761.42
	R & R Pallet of Garden City, Inc.	54	170-D	\$3,869.62
38	Rippe Enterprises	53	Lot A 61st Street	\$542.79
39	Rural Development Corp.	55	281	\$1,778.89
	" " "	56	624	\$1,136.52
	" " "	57,58	638/818	\$1,853.36
	" " "	59	Parking Lot #19	\$894.98
	" " "	60	Parking Lot #20	\$467.50
	Rural Development Corp. 1	61	Lot J	\$155.52
	" " "	62	Lot K	\$892.95
40	SEKESC - Greenbush	63	605	\$10,417.50
41	Sports Car Club of America	64	300	\$6,976.58
42	Sunflower Auto Auction, LLC	65	131	\$3,412.24
43	Topeka Construction, LLC	66,67	Land & Bldg. Lease (#449 & #450)	\$1,061.46
	" " "	68	Land & Bldg. Lease (#448)	\$330.41
44	T.R. Management Inc.	69	154	\$982.20
	" " "	70	180 (storage)	\$150.00
	" " "	71	344	\$2,312.99
45	UAR Direct, LLC	72	197	\$914.34
46	Vaerus Aviation, Inc.	73	151	\$1,309.44
47	Washburn Institute of Technology	74	Lot Z University & Dwight	\$500.00
48	Westar Energy	75	Lot S University & Fager	\$1,750.00
				\$116,772.20

	TENANT		FACILITY	MONTHLY RENT
1	Billard Airport Restaurant	1	4 - Suite 2	\$1,038.70
2	Heartland Airplanes, LLC	2	9	\$241.17
3	Hetrick Aviation, LLC	3	26	\$3,477.93
4	Kaw Valley Aviation, LLC	4	T-Hangars, Fuel Farm	\$3,665.93 *****
	" "	5	4 - Suite 5 & 6	\$1,249.64
	" "	6	7	\$1,252.35
5	Riverside Farms LLC	7	Farm	\$2,203.74 ***
6	RJ Meier Farms LLC	8	Farm	\$2,061.68 ***
7	NOAA	9	Weather Station	\$3,536.73
8	New-Jetz, LLC	10	Land (#27)	\$573.99
9	R&B Aircraft	11	10	\$864.49
	" "	12	12	\$54.88
10	Teamsters Local Union #696	13,14,15	1,2,3	\$1,900.28
11	Technical Applications & Consulting	16	17	\$1,669.54
12	Walga, MTE	17	4 - Suite 7&8	\$350.08
				\$24,141.13

GRAND TOTALS

69	TENANTS	113	FACILITIES	\$168,654.20
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*Paid Quarterly

** Paid Semi-Annually

***Paid Annually

****Paid 10 Yrs in Advance

*****Minimum Guarantee

Metropolitan Topeka Airport Authority
Monthly Lease Income Net Change Report
March 2020

	MAR 2020	FEB 2020	JAN 2020	DEC 2019	JAN 2019	JAN 2018	JAN 2017	JAN 2016	JAN 2015	JAN 2014	JAN 2013
TOPEKA REGIONAL AIRPORT TENANTS FACILITIES LEASED	9 21	9 21	9 21	9 21	9 21	10 22	10 22	10 20	12 22	11 26	11 27
TOPEKA REGIONAL BUSINESS CENTER TENANTS FACILITIES LEASED	48 75	48 75	48 75	48 75	43 69	44 69	42 66	39 57	38 55	39 56	39 58
PHILIP BILLARD AIRPORT TENANTS FACILITIES LEASED	12 17	12 17	12 17	12 17	12 17	14 19	14 19	13 18	12 21	11 19	11 18
TOTAL TENANTS FACILITIES LEASED	69 113	69 113	69 113	69 113	64 107	68 110	68 106	62 95	62 98	61 101	61 103
MONTHLY LEASE INCOME	\$ 168,654	\$ 168,546	\$ 168,545	\$ 167,722	\$ 155,936	\$ 158,021	\$ 149,460	\$ 131,303	\$ 113,043	\$ 121,201	\$ 119,965
NET CHANGE	\$ 109	\$ 1	\$ 822	\$ 11,786	\$ (2,085)	\$ 8,561	\$ 18,157	\$ 18,260	\$ (8,158)	\$ 1,236	\$ (13,347)