



MTAA

METROPOLITAN TOPEKA AIRPORT AUTHORITY

TOPEKA REGIONAL AIRPORT & BUSINESS CENTER | BILLARD AIRPORT

Board of Directors

MTAA Board Meeting 3:00 PM

Tuesday, October 15, 2019

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 September 17, 2019.
3. Public Comment – Robert Zibell – Rural Development Corporation
4. Adopt Agenda.

ACTION ITEMS:

5. Consider Bids on Topeka Regional Airport Restroom Renovation Project.
6. Consider Quotes for Airport Runway Deice Fluid.
7. Consider Quotes Regarding Asbestos Abatement at 6540 SE Johnston St. (Bldg. 243).

INFORMATION ONLY ITEMS:

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



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

Board of Directors

**Metropolitan Topeka Airport Authority
 September 17, 2019**

Regular Monthly Meeting 3:00 PM

Chairman, Thomas Wright, brought the regular monthly meeting of the MTAA Board of Directors to order at 3:00 PM with the following Board members present: Tom Moses, Mike Wilson, and Lisa Stubbs. Neil Dobler was unavailable to attend. Also in attendance were:

- Jay Freund of WSP USA, Inc.
- Col. J.T. O'Grady, MTAA Police & Fire Dept.
- Maj. Greg Dunn, MTAA Police & Fire Dept.
- Terry Poley, MTAA Maintenance
- Timothy Resner of Frieden & Forbes, LLP – Legal Counsel to the Board

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

Item 1. Notice.

Chairman Wright 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 Meeting of August 13, 2019.

Chairman Wright asked the Board to review the Minutes of the Regularly Scheduled Board Meeting of August 13, 2019 and inquired if there were any additions, corrections or comments to the Minutes.

Mr. Wilson moved to approve the Minutes of the Regularly Scheduled Board Meeting of August 13, 2019. Ms. Stubbs seconded the motion. Motion carried.

Item 3. Public Comment

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

Item 4. Adopt the Agenda.

Chairman Wright inquired if there were any changes to the Agenda as presented. **Mr. Moses made a motion to adopt the Agenda as presented. Mr. Wilson seconded the motion. Motion carried.**

ACTION ITEMS:

Item 5. Consider Bids for 2019 Street and Pavement Maintenance Program.

Mr. Johnson reported that the 2019 Pavement Maintenance Program process began with staff conferring with MTAA on-call engineer, WSP-Jay Freund, for the appropriate methods for repairing the areas to be addressed. The project was advertised for bid and following the advertisement, staff met with the contractors to survey the areas and answer any questions they had.

The bid opening was held on September 10, 2019 at 10:00 a.m. with the following results:

Bettis Asphalt & Construction Inc.	Total Project Bid of \$74,405.00
Sunflower Paving Inc.	Total Project Bid of \$62,295.00

Each bid falls well within the budgeted amount. 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. Mr. Johnson made the recommendation that the Board authorize staff to

contract with Sunflower Paving Inc. for repair of the identified project areas at a cost of \$62,295.00.

Ms. Stubbs made a motion authorizing Mr. Johnson to enter into a contract with Sunflower Paving, Inc. for the 2019 Pavement Maintenance Program as bid at a cost, not to exceed Sixty-Two Thousand Two Hundred Ninety-Five Dollars (\$62,295.00). Mr. Wilson seconded the motion. Motion carried.

Item 6. Consider Bids for the Purchase of New Self-Contained Breathing Apparatus (SCBA).

Mr. Johnson reported that all of the MTAA Fire Department's self-contained breathing apparatus (SCBA) were purchased in 2005 and are nearing the end of their useful service life. The process to replace these units began with staff conferring with local fire departments to ensure interoperability during mutual aid events. The project was advertised for bid and following the advertisement, staff met with product representatives to answer any questions they had.

The bid opening was held on September 11, 2019 at 10:00 a.m. with the following results:

Conrad Fire Equipment	Total Bid of \$175,171.73
Feld Fire Inc.	Total Bid of \$190,543.80

Upon review of the bids offered by both contractors, staff determined Conrad Fire Equipment offering the MSA G1 SCBA, to be the overall low bidder and provided the best value for the SCBA's. Mr. Johnson explained that the bid exceeds the budgeted amount in the Equipment line item, however, additional funds are available in the Emergency Needs line item. His recommendation was for the Board to authorize the SCBA purchase from Conrad Fire Equipment at a cost of \$175,171.73.

Mr. Wilson made a motion to accept the bid submitted by Conrad Fire Equipment for the purchase of the SCBA equipment at a cost, not to exceed One Hundred Seventy-Five Thousand One Hundred Seventy-one Dollars and Seventy-three cents (\$175,171.73). Mr. Moses seconded the motion. Motion carried.

Item 7. Consider WSP USA, Inc. Task Orders #9 & #10 FOE Taxiway D Abandonment and Taxiway A & E Reconstruction - Design & Construction Inspection.

Mr. Johnson reported that the Federal Aviation Administration (FAA) has identified three "hot spots" at Topeka Regional Airport. FAA guidance states that existing taxiway geometry meeting certain criteria should be improved whenever feasible. Taxiways A (Hot Spot 2) and Taxiway D (Hot Spot 1) are located at or near the approach end of Runway 3 and configured at approximately 45-degree angles to the runway. In accordance with current design standards, all entrance/exit taxiways should intersect the runway to allow aircraft to hold at 90-degree angles with the runway centerline. These taxiways are located within 500 feet of each other however, only one taxiway at the approach end of Runway 3 is necessary to meet operational needs.

This project is for the design of the reconstruction and rehabilitation of segments of Taxiway Alpha and Echo and the abandonment of Taxiway Delta as provided for in the Master Plan Update. The design work will finalize recommendations, as provided for in the master plan, and provide for the preparation of construction documents suitable for the purposes of advertising the project to prospective bidders.

WSP recently submitted this document which included the scope of work and construction engineering services fee. Following Board approval of this document, staff will make arrangements for an Independent Fee Estimate (IFE). The IFE is used to assist with determining a fair value for the services provided and is an essential tool during negotiations of those fees.

The initial document provided by WSP identifies design and construction observation service costs of \$751,170.00. Upon receipt of the IFE, staff will conduct a comparison of the WSP service fee and the IFE, and proceed with negotiations as necessary.

The breakdown of the design and construction observation services for Taxiway D Abandonment and Taxiway A & E Reconstruction project is:

FAA (90%)
\$676,053.00

MTAA (10%)
\$75,117.00

Agreement Breakdown:

Design Services – For the design services (36184I), the fixed price (lump sum) amount of Three Hundred Fifty-Nine Thousand Two Hundred Seventy Dollars and Zero Cents (\$359,270.00).

Construction Observation – For the construction observation services (36184J), the cost-plus a fixed fee with a total amount of Three Hundred Ninety-One Thousand Nine Hundred Dollars and Zero Cents (\$391,900.00), where the fixed fee amount is set at Thirty-Nine Thousand Six Hundred Forty-Seven Dollars and Twenty-Eight Cents (\$39,647.28).

Mr. Johnson requested the Board to approve, subject to legal review by MTAA counsel and FAA approval, Task Order Agreement No. 9 & 10 – FOE Taxiway D Abandonment and Taxiway A & E Reconstruction - Design & Construction Inspection, for the total amount \$751,170.00.

Mr. Wilson made a motion to approve the agreement as presented by WSP USA Inc., subject to FAA approval and the completion of the Independent Fee Estimate, in the amount not to exceed Seven Hundred Fifty-one Thousand One Hundred Seventy Dollars (\$751,170.00). Mr. Moses seconded the motion. Motion carried.

Information Only Items:

Item 8. Monthly Reports

8.a. Intergovernmental Cooperation Council – Mr. Johnson

This was the first meeting back after summer break. Mr. Dusty Nichols, Director, Shawnee County Department of Emergency Management spoke about the emergency exercise conducted this past spring at Washburn Rural. The MTAA Police and Fire Department participated in this exercise and were specifically mentioned a couple times during the presentation.

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

Mr. Johnson provided the following report:

- The time is approaching to advertise for the On-Call Engineer for 2020-2025. A list of projects at both airports has been developed to be included in this On-Call agreement. Plans are to advertise in January with interviews being scheduled in February.
- The MTAA has always had a Disadvantaged Business Enterprise (DBE) Program but admittedly, it was very dated. After several years of back and forth with legal review, Mr. Resner was able to put it to rest. The manual has been submitted to the FAA for review and approval.
- Staff recently submitted several DBE reports to the FAA. We were challenged by 2017 and 2018 as the grants for Runway 13-31 reconstruction do not take into account the funding provided by the NGB. With a lack of guidance from FAA, Ms. Trobough took the initiative and reduced the total contract amount by the percentage the NGB contributed. This was obviously the answer as both projects were accepted and approved by the FAA.

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

Mr. Johnson provided the following report:

- The Axton Street project is under design now. This project will involve rehabilitation of the street. To staff's knowledge, Axton St. has not received much more than patch work in decades. The project will also address water and sewer lines under the street so any line repair will not require cutting the new surface. Also, as part of this project, additional loading docks will need to be constructed on the south side of the building to accommodate the tenant

during construction. Given the level of activity at R&R Pallet, it would not be possible to have the contractors and the tenant sharing the area under construction.

- Building 225 – 6424 SE Johnston St. – This building has been leased by Conroy Construction since July 1993. It was a mixed-use space and will require renovation. The tenant will be vacating the property at the end of October. Following that, a renovation plan will be developed to present to the Board.
- The Topeka Regional Airport restroom renovation construction. We anticipate bids to be opened on or about October 10th and we'll bring the results and recommendation to the Board.

August Leasing Activity –

- **LEASE ACTIVITY** (CPI is 1.8%)
 - RENEWALS - One tenant renewed their lease at a 2.0% increase and one tenant notified that they would not be renewing and would be vacating at the end of September. Their lease expired at the end of August, so it went to month-to-month at a 2% increase.;
 - Seven tenants received 1.8% (CPI) increases and one tenant received a 7% contractual increase.
- Monthly rental income increased to \$164,524 or approximately \$1,974,287 per year.
- **DELINQUENT ACCOUNTS**
 - Advance Street Rod Design – Paul Kirk met the terms of the payment agreement in August;
 - Brackett, Inc. – Owes August rent and FC for July & August;
 - R&R Pallet – Owes August rent and all finance charges going back to April because they have habitually paid late;
 - Sarik Shipping (Erik Oldberg) – Owe rent and FC for June, July & August for the parking lot where their equipment is stored. Fidelity Bank has notified MTA of their pending sale of equipment to repay loan;
 - Billard Airport Restaurant – Owes August rent & FC for July & August.

8.d. Monthly Financial Reports – Ms. Trobough

Ms. Trobough provided the following report:

- The report for the month ending 08/31/19 reflects revenue to be \$203,547 more than budgeted which is a net result from:
 - a. Taxes and Assessments receipts remain at \$106,298 less than the anticipated budget;
 - b. Landing Fees are \$16,568 more than the anticipated budget;
 - c. Fuel Flowage Fees are \$21,378 more than budgeted;
 - d. Contract Agreement Fees are \$21,378 over the budgeted amount;
 - e. Passenger Facility Charges are \$2,495 less than the anticipated budget;
 - f. Lease & Rental Fees actual income reflects to be \$120,867 more than the budgeted amount;
 - g. Reimbursements total to be \$72,557 ahead of budget;
 - h. CD Interest income is \$75,361 more than the anticipated budget;
 - i. Water/Sewer Sales are \$62,086 under budget with Water/Sewer Costs reflecting to be under budget by \$39,305.
- Overall, the operating expenses are in-line with what we anticipate and depict a favorable budget variance of \$456,245.

- Capital Improvement purchases made during the month of August are as follows:
 - a. **VEHICLES** – Purchase on PurpleWave Auction of a 2008 Ford Crown Victoria Police Interceptor at a cost of **\$4,400.00**.

Mr. Wilson moved to accept and file the Monthly Financial Reports as presented for the month ended August 31, 2019. Ms. Stubbs seconded the motion. Motion carried.

Item 9. Executive Session

Chairman Wright inquired if there was a need for an Executive Session. Mr. Resner and Mr. Johnson requested twenty minutes to discuss legal matters. **Chairman Wright 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. Chairman Wright said the Executive Session will be for a period not to exceed twenty minutes beginning at 3:45 p.m. and this meeting shall reconvene at 4:05 p.m. Mr. Moses seconded the motion. Motion carried.**

Chairman Wright reconvened the regular meeting at 4:05 p.m. and stated that there was no action to be taken as a result of the Executive Session.

Adjournment


Chairman Wright asked if there was any further business to discuss, hearing none Mr. Moses made a motion to adjourn and Ms. Stubbs seconded the motion. The meeting adjourned at 4:05 p.m.

These official minutes were approved by the Board of Directors on August 13, 2019.

Michael J. Wilson, Secretary

Office of: President

To: Board of Directors

From: Eric M. Johnson 

Subject: **Consider Bids on Topeka Regional Airport
Restroom Renovation Project.
(Board Action Required)**



Date: October 10, 2019

As approved during the July meeting of the MTAA Board of Directors, staff worked with HTK Architects, Inc. (HTK) to develop plans for bidding the construction of restrooms in the terminal building. These new restrooms will use the space currently identified as the women's restroom located at the North-west portion of the main lobby as well as the adjacent hallways.

The bid opening was held at 10:00 a.m. on October 10, 2019 with a total of six (6) interested bidders. The apparent low bid of \$186,269.00 was offered by Shirley Construction. HTK is reviewing the bids to ensure accuracy. This bid is slightly more than the estimate initially provided to the Board however, funds are available in line item 92270 – Economic Development Projects/Emergency Needs. Additional work was discovered during design to effectively address security concerns and provide for emergency egress from the sterile area of the Terminal building.

A construction contract will be provided by HTK with final review by MTAA counsel. I request the Board approve the bid provided by Shirley Construction for One Hundred Eighty-six Thousand Two Hundred Sixty-nine Dollars. (\$186,269.00). Construction is estimated to be 120 days.

Please contact me if you have any questions.

MTAA Restroom Renovation

HTK Architects

Bid Tabulation

1905.03

Thursday, October 10, 2019

	Bid #1	Bid #2	Bid #3
CONTRACTOR	Shirley Construction	JP Construction	Senne
Bid Bond	x	x	x
Addendum No. 1	x	x	x
BASE BID	\$186,269.00	\$188,000.00	\$203,000.00
Plumbing	Custom Sheet Metal	Custom Sheet Metal	Custom Sheet Metal
Mechanical	Custom Sheet Metal	Custom Sheet Metal	Custom Sheet Metal
Electrical	Allen Electric	Provident Electric	Allen Electric
	Bid #4	Bid #5	Bid #6
CONTRACTOR	DF Osborne	Nelson Fowles	Mohan Construction
Bid Bond	x	x	x
Addendum No. 1	x	x	x
BASE BID	\$206,750.00	\$216,000.00	\$224,000.00
Plumbing	Custom Sheet Metal	College Hill Plumbing and Heating Inc.	Custom Sheet Metal
Mechanical	Custom Sheet Metal	College Hill Plumbing and Heating Inc.	Custom Sheet Metal
Electrical	Allen Electric	College Hill Plumbing and Heating Inc.	Allen Electric/Ace Electric

Office of: President

To: Board of Directors

From: Eric M. Johnson



Subject: **Consider Quotes for Airport Runway Deice Fluid.
(Board Action Required)**



Date: October 10, 2019

Each winter we are faced with the challenge of maintaining a clear and safe runway for aircraft operations. Under normal conditions, plowing, brooming and application of solid deice material, along with sand, is sufficient. The obstacle we are not adequately prepared for is ice and freezing rain.

Staff researched available products to address icy conditions and determined the best product for this at the best price is \$4.83 per gallon for 4,500 gallons through Ascent Aviation Group, Inc. While the product is expensive, it performs at temperatures down to -20°F and is applied at a rate of 0.5 gallon per 1,000sf for anti-icing. When used as a de-icer, the application rate is doubled. The MTAA, through the FAA's Airport Improvement Program, purchased equipment capable of spraying the product several years ago so no additional expense is anticipated.

I request the Board to consider approval of this purchase at the cost, not to exceed, Twenty-One Thousand Seven Hundred Thirty-five Dollars (\$21,735.00). We have the necessary funds available in encumbered funds and the 2019 budget (71550 – Snow Equipment Repair & Supplies).

Please contact me if you have any questions.



Ascent Aviation Group, Inc.
a subsidiary of World Fuel Services, Inc.

October 10, 2019

Rod Niehaus
Metropolitan Topeka Airport
Purchasing
Airport Drive
Forbes Field
Topeka, KS 66619

Dear Rod:

Please find pricing below for the supply of aircraft deicing and anti-icing products delivered to your location(s) effective September 15, 2019.

Runway Deicer-Potassium Acetat		
Delivery Location	Gallons	Delivered price per Gallon
FOE - Topeka, KS	2,500 Gallons	\$ 5.3300 USD
	4,500 Gallons	\$ 4.8300 USD

Pricing will remain fixed through October 15, 2019 unless there are extreme fluctuations in the cost of transportation and/or raw materials.

If you have any questions, please call our office at 800-272-3681.

Sincerely,

The Deicing Customer Support Team

To support the supply of aircraft deicing/anti-icing fluids, Ascent's many programs and services include: a network of staged trailers strategically placed throughout our marketing region to better serve your locations and multiple blending sites. All orders can be placed with one of our customer service representatives at 1-800-272-3681. Ascent specializes in time sensitive products and provides a 24-hour emergency answering service for after hour requirements. This provides the ability to reach us during emergencies that may occur outside the normal business day.



General Atomics International Services Corporation
 dba Cryotech Deicing Technology
 6103 Orthoway, Fort Madison, IA 52627-9415

Date Oct 10, 2019	Page Page 1 of 1
Order Number QT06301	

QUOTATION FOR SALES

Bill To: Metropolitan Topeka Airport Authority
 6510 SE Forbes Ave
 Topeka, KS 66619

Ship To: Metropolitan Topeka Airport Authority
 6510 SE Forbes Ave
 Topeka, KS 66619

Contact: Eric Johnson
Phone: 785-862-2362
E-Mail: ejohnson@mtaa-topeka.org

Fax: --
Offer Expires: 3/31/20

Except as expressly stated herein, this Quotation is subject to the Cryotech Standard Terms & Conditions of Quotation and Sale @ <http://www.cryotech.com/terms-and-conditions>

Currency: US Dollars **Terms:** NET30 **Est Business Delivery Days:** 3-5
FOB Point: Destination **Minimum Order Qty:** 4400gal

Estimated Qty**	Item Number	Description	Unit Price	UOM	Extended Price
4,400.00	2100-60	Cryotech E36 Liquid Runway Deicer/Bulk 50% Potassium Acetate Solution, Non-Hazardous, Unit Weight 10.68 LB/Gal Bulk Shipment ** Bulk Shipment Quantities are +/- 5% Total Weight: 46,992 LBS Applicable federal, state and local taxes may apply. Additional charges may apply if requested prior to quoted delivery time.	4.8600	GAL	21,384.00
Freight Terms: Included			Subtotal		21,384.00
Net 30 Days Terms are subject to credit approval.			Total sales tax		0.00
This quote supersedes all prior quotes for similar item and quantity			Grand Total Price		21,384.00
PRODUCT & PRICE BASED ON AVAILABILITY LOCATION: 01					

Late charge will be assessed on past due balances at the rate of 18% per year or the maximum rate permitted by law in the state of residence, whichever is less.

If this offer is acceptable, please place your order for delivery on or before **3/31/20**

to: **Cryotech 6103 Orthoway - Ft Madison, IA 52627**

Respectfully Submitted,
 Cryotech Deicing Technology

Lindsey Wagner
 Cryotech Employee Signature
 Account Representative

 Title 10/10/2019


Ashley Rung
 Digitally signed by
 Ashley Rung
 Date: 2019.10.11
 10:58:23 -05'00'

Agenda Item 6
 Cryotech Approval Signature Page 3 of 3

Cryotech Deicing Technology warrants that the Cryotech deicer (or product) to be delivered hereunder shall conform to the specifications attached hereto; and upon receipt of payment therefore, shall be free from any security interest or encumbrance. Cryotech disclaims all warranties and conditions, either express or implied, including, but not limited to, implied warranties of merchantability and fitness for a particular purpose. In no event shall Cryotech be liable to the Buyer or to any third party for any indirect, incidental, special, consequential, punitive, or exemplary damages (including without limitation lost profits, lost savings, or loss of business opportunity) arising out of or relating to the deicer, or the use or inability to use the same, even if Cryotech has been advised of the possibility of such damages.

Office of: President

To: Board of Directors

From: Eric M. Johnson 

Subject: **Consider Quotes Regarding Asbestos
Abatement at 6540 SE Johnston St. (Bldg. 243).
(Board Action Required)**



Date: October 11, 2019

Building 243 is an 18,947 square foot wood frame warehouse that has been occupied by the same family business for more than 40 years. In that time, the MTAA has had little involvement in the maintenance and upkeep of the building. Like many other buildings in the business center, the interior and exterior require some renovation for the new lease. The tenant is interested in remaining in the building and has plans for interior renovations. For safety reasons, the first step forward is the abatement of asbestos in the structure.

Staff prepared a solicitation for quotes and posted it on the MTAA Website as well as sending it to known asbestos removal contractors. We received a quote from Jacobson Asbestos Company and are waiting for a response from another contractor for the removal of the asbestos material. This includes preparation, removal, disposal and OSHA-compliant air monitoring in the structure. The quote provided by Jacobson Asbestos Company for \$15,000.00 is comparable to other work he has completed for the MTAA.

Pending receipt of the second quote, I request the Board authorize the removal of the asbestos material at a cost not to exceed Fifteen Thousand Dollars and No Cents (\$15,000.00). We have the necessary funds available in the 2019 budget (61800 - Maintenance on Rental Property).

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

Jacobson Asbestos

Jacobson Asbestos Company
5527 S.W. 93rd street
Wakarusa, Kansas 66546
785-272-6884 PHONE 785-817-2047
785-272-6884 FAX mobile

Quote:

ATTN: MTAA

Date 10/10/19

Quote Number 78-19

PROJECT: MTAA

TO:

BLDG 243#

Company Names: MTAA

TOPEKA, KANSAS 66619

Address 6510 s.e.FORBES AVE

City, State, Zip: TOPEKA, KANSAS 66619

Phone Number: 862.2362

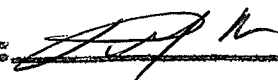
Fax Number:

Jacobson Asbestos Company pleased to submit the following quote:

Item	Description	Total
1#	REMOVAL OF FLOOR TILE AND MASTIC UNDER SHELVING AND STORAGE AREA, REMOVE ALL REMAINING MASTIC.	
2#	REMOVE SEAM TAPING FROM OFF TRUCK LINES ABOVE DROP CEILINGS. REMOVE REMAINING MUDDED FITTINGS FROM OLD STEAM LINES.	

All state fees, dump fees, labor, and material included

TOTAL: 15,000.00

Signature:  (PRES)

Date: 10/10/2019

Activity Report



Topeka Regional Airport

FOE FAA TOWER OPERATIONS	Sep-19	Sep-18	Sep-17	2019	2018		2017	
				Accumulated Totals Y-T-D	Y-T-D Through Sep	Calendar Yr Totals	Y-T-D Through Sep	Calendar Yr Totals
Air Carrier	16	0	16	196	96	126	143	176
Air Taxi	26	11	16	262	292	390	262	373
Itinerant General	593	287	582	3,683	3,347	4,283	4,207	5,479
Itinerant Military	444	99	258	4,210	1,869	2,503	2,959	3,923
Local Civil	82	20	74	484	323	425	509	655
Local Military	417	0	179	4,627	1,190	1,915	2,127	2,870
GRAND TOTAL	1,578	417	1,125	13,462	7,117	9,642	10,207	13,476

PASSENGER ACTIVITY	Sep-19	Sep-18	Sep-17	2019	2018		2017	
				Accumulated Totals Y-T-D	Y-T-D Through Sep	Calendar Yr Totals	Y-T-D Through Sep	Calendar Yr Totals
COMMERCIAL SERVICE								
Passengers Enplaned	-	-	-	-	-	-	-	-
Passengers Deplaned	-	-	-	-	-	-	-	-
Aircraft Landed	-	-	-	-	-	-	-	-
CHARTERS								
Passengers Enplaned	651	-	651	3,270	1,866	3,288	3,136	4,435
Passengers Deplaned	503	150	463	2,737	2,101	3,077	2,834	3,920
Aircraft Landed	8	1	7	66	57	76	75	99
MILITARY CHARTERS								
Passengers Enplaned	-	-	-	8,490	721	721	877	877
Passengers Deplaned	421	-	-	3,992	407	407	726	726
Aircraft Landed	3	2	5	75	16	27	28	29
Combined Total Passengers Enplaned	651	-	651	11,760	2,587	4,009	4,013	5,312
Combined Total Passengers Deplaned	924	150	463	6,729	2,508	3,484	3,560	4,646



Billard Airport

TOP FAA TOWER OPERATIONS	Sep-19	Sep-18	Sep-17	2019	2018		2017	
				Accumulated Totals Y-T-D	Y-T-D Through Sep	Calendar Yr Totals	Y-T-D Through Sep	Calendar Yr Totals
Air Carrier	4	0	0	14	2	6	2	6
Air Taxi	112	121	97	807	1,407	1,704	1,136	1,490
Itinerant General	1,080	0	1,221	8,795	7,388	10,258	10,326	13,412
Itinerant Military	69	56	75	558	844	1,129	921	1,099
Local Civil	694	0	588	4,618	4,452	6,104	6,810	8,823
Local Military	6	0	0	22	54	56	118	174
GRAND TOTAL	1,965	177	1,981	14,814	14,147	19,257	19,313	25,004

DELINQUENT ACCOUNTS AS OF SEPTEMBER 30, 2019											
NAME OF BUSINESS		TOTAL PAST DUE	SEPTEMBER 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 DESIGN	RENT/FC	\$4,603.95	\$0.00	\$0.00	\$0.00	\$3,225.76	\$1,378.19	X	X	X	
BRACKETT INC	RENT/FC	\$4,198.83	\$4,077.95	\$120.88	\$0.00	\$0.00	\$0.00	X	X	X	
PROMETAL FABRICATION LLC	RENT/FC	\$1,131.49	\$1,067.26	\$32.00	\$32.23	\$0.00	\$0.00	X	X		
R & R PALLET	RENT/FC	\$23,282.77	\$22,280.78	\$0.00	\$14.81	\$334.00	\$653.18	X	X		
SUBTOTAL		\$33,217.04	\$27,425.99	\$152.88	\$47.04	\$3,559.76	\$2,031.37				
- VACATED TENANTS -											
SUBTOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
TOPEKA REGIONAL AIRPORT:											
- TENANTS -											
SUBTOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
- AIRPORT USER LANDING FEES -											
ELITE AIRWAYS LLC	LANDING FEES	\$1,568.50	\$0.00	\$0.00	\$0.00	\$0.00	\$1,568.50	X	X		
RVR AVIATION	LANDING FEES	\$408.54	\$0.00	\$0.00	\$0.00	\$0.00	\$408.54	X	X		
VAERUS AVIATION	LOST BADGES/FC	\$324.47	\$7.80	\$104.68	\$209.13	\$2.86	\$0.00	X	X		
VIA AIR	LANDING FEES	\$86.84	\$0.00	\$0.00	\$0.00	\$0.00	\$86.84	X	X		
SUBTOTAL		\$2,388.35	\$7.80	\$104.68	\$209.13	\$2.86	\$2,063.88				
PHILIP BILLARD:											
SUBTOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
WATER & SEWER:											
SUBTOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
GRAND TOTALS		\$35,605.39	\$27,433.79	\$257.56	\$256.17	\$3,562.62	\$4,095.25				

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

Metropolitan Topeka Airport Authority
 Monthly Leasing Activity Report
 September 2019

June 2019 CPI is 1.6%

TENANT	ADDRESS (FACILITY #)	ANNUAL RENT	
		FROM	TO
NEW:			
NONE		\$0.00	\$0.00
RENEWALS DUE:			
Advanced Coatings, Inc. - 2% Inc	540 SE Engle St. (#137)	\$9,906.14	\$10,104.26
OPTIONS:			
NONE		\$0.00	\$0.00
INCREASES:			
Brackett, Inc. - 2% Inc	7115 SE Forbes Ave. (#451)	\$46,062.67	\$46,983.92
DECREASES:			
Rural Development Corporation 1 - DID NOT EXERCISE OPTION	6800 SE Forbes Ave. (#624)	\$13,638.26	\$0.00
Sarik Shipping, LLC	6515 SE Johnston St. (Portion of Prk Lot #10)	\$3,600.00	
UAR Direct, LLC - NEGOTIATION TO CORRECT RATE	421 SE Axton St. (#197)	\$11,191.46	\$10,972.02
MISCELLANEOUS:			
NONE		\$0.00	\$0.00

****MONTHLY INCOME CHANGES****

New Annl. Rate	\$68,060.20
Old Annl. Rate	\$84,398.53
Annual Diff.	-\$16,338.33
/12	-\$1,361.53
Mo. Adj.	\$0.00
Mo. Incr. (Decr.)	-\$1,361.53

Metropolitan Topeka Airport Authority
 Monthly Gross Rental Income Report
 September 2019

TOPEKA REGIONAL AIRPORT

	TENANT		FACILITY	MONTHLY RENT
1	Air National Guard		Jt. Use. Agreement	\$5,465.83 *
2	American Flight Museum	1	612	\$1,245.99
3	Combat Air Museum	2,3	602/604	\$281.23
4	Freeman Holdings LLC	4	600	\$1,575.75
	" "	5	601	\$4,062.28
	" "	6	609	\$2,312.68
	" "	7	610 - Suite 10,11	\$5,162.32
	" "	9	Land Lease (#613)	\$769.99
	" "	10	619	\$2,229.45
	" "	11	627	\$480.91
	" "	12	697	\$367.02
	" "	13	178	\$60.61
5	Gary Properties LLC	14	626	\$1,716.03
6	Haselwood Farm Inc.	15	Farm	\$156.76 ***
	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)	\$500.00 ****
9	Topeka Police Dept.	21	669 (Firing Range)	\$99.09 ***
				\$27,436.48

TOPEKA REGIONAL BUSINESS CENTER

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		\$429.26
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		\$51.10
8 Coca-Cola Enterprises, Inc. 10 Land Lease (#400)		\$1,921.00
9 Concrete Supply of Topeka, Inc. 11,12,13 147-148-149		\$1,576.97
18 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
10 F&L Enterprises Inc. dba WOW Truck and RV Wash 18 Land Lease (#100)		\$1,815.00
11 Federal Aviation Administration 19 620		\$862.27
12 FedEx Freight 20 Lot		\$600.00
13 Gallery Classic, Inc. 21 384		\$4,250.00
14 Groendyke Transport Inc 22 6N Lot A		\$607.39
15 Ground 1, LLC 23 Land Lease (#453)		\$5,798.61
16 H2I, LLC 24 Land Lease (#255)		\$647.40
17 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 Kansas Sand & Concrete, Inc 29 Axton St - Lot A		\$1,150.65
23 Klaton Real Estate, LLC 30 Land & Bldg. Lease (#622)		\$1,451.13
24 Koelling, Michelle & Duke d/b/a MDK 31 801		\$1,190.09
25 LMC, Inc. 32 321		\$367.55
" " " 33 Land Lease (#383)		\$222.06
" " " 34 820		\$1,118.42
" " " 35 Land Lease (#621)		\$247.33
26 Lewis, Mark A. d/b/a M. Lewis Properties 36 248		\$195.20
" " " 37 629		\$441.18
27 McPherson Contractors Inc. 38 452		\$1,082.45
28 Mr. O Auto Sales, LLC 39 183		\$318.04
29 Murray, Christopher d/b/a Mid-America Painting 40,41 123/129		\$522.75
30 NFI Interactive Logistics LLC 42 University & Bleckley Lot		\$358.86
31 Paul L Kirk 43 140		\$2,720.00
32 ProMetal Fabrication, LLS 44 379		\$950.00
33 R & R Pallet of Garden City, Inc 45 170 A		\$6,196.33
R & R Pallet of Garden City, Inc 46,47,48 170 B/C & Axton Lot B		\$10,767.01
R & R Pallet of Garden City, Inc. 49 Engle Lot		\$746.49
R & R Pallet of Garden City, Inc. 50 170-D		\$3,801.20
34 Rippe Enterprises 51 Lot A 61st Street		\$542.79
35 Rural Development Corp. 52 281		\$1,749.16
" " " 53,54 638/818		\$1,853.36
Rural Development Corp. 1 55 Lot J		\$152.47
" " " 56 Lot K		\$875.44
36 SEKESC - Greenbush 57 605		\$10,417.50
37 Sports Car Club of America 58 300		\$6,976.58
38 Sunflower Auto Auction, LLC 59 131		\$3,345.34
39 Topeka Construction, LLC 60,61 Land & Bldg. Lease (#449 & #450)		\$1,042.69
" " " 62 Land & Bldg. Lease (#448)		\$324.58
40 Tony Lynch d/b/a T&J Repair 63 114		\$1,543.50
41 T.R. Management Inc. 64 154		\$982.20
" " " 65 180 (storage)		\$150.00
" " " 66 344		\$2,312.99
42 UAR Direct, LLC 67 197		\$914.34
43 Vaerus Aviation, Inc. 68 151		\$1,280.00
44 Washburn Institute of Technology 69 Lot Z University & Dwight		\$500.00
45 Westar Energy 70 Lot S University & Fager		\$1,750.00
		\$111,810.30

TENANT		FACILITY		MONTHLY RENT
1	Billard Airport Restaurant	1	4 - Suite 2	\$1,020.33
2	Heartland Airplanes, LLC	2	9	\$241.17
3	Hetrick Aviation, LLC	3	26	\$3,416.43
4	Kaw Valley Aviation, LLC	4	T-Hangars, Fuel Farm	\$3,665.93 ****
	" "	5	4 - Suite 5 & 6	\$1,227.55
	" "	6	7	\$1,252.35
5	Meier, Robert J. dba Meier Farm	7	Farm	\$2,025.23 ***
6	Meier, Todd/Arthur dba Riverside Far	8	Farm	\$2,164.77 ***
7	NOAA	9	Weather Station	\$3,536.73
8	New-Jetz, LLC	10	Land (#27)	\$573.99
9	R&B Aircraft	11	10	\$850.04
	" "	12	12	\$53.96
10	Teamsters Local Union #696	13,14,15	1,2,3	\$1,900.28
11	Technical Applications & Consulting	16	17	\$1,636.80
12	Walga, MTE	17	4 - Suite 7&8	\$350.08
				\$23,915.64
<hr/> <hr/>				
GRAND TOTALS				
66	TENANTS	108	FACILITIES	\$163,162.42
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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
 September 2019

	SEPTEMBER 2019	AUGUST 2019	JULY 2019	JUNE 2019	JAN 2019	JAN 2018	JAN 2017	JAN 2016	JAN 2015	JAN 2014	JAN 2013
TOPEKA REGIONAL AIRPORT											
TENANTS	9	9	9	9	9	10	10	10	12	11	11
FACILITIES LEASED	21	21	21	21	21	22	22	20	22	26	27
TOPEKA REGIONAL BUSINESS CENTER											
TENANTS	45	46	46	46	43	44	42	39	38	39	39
FACILITIES LEASED	70	72	72	71	69	69	66	57	55	56	58
PHILIP BILLARD AIRPORT											
TENANTS	12	12	12	12	12	14	14	13	12	11	11
FACILITIES LEASED	17	17	17	17	17	19	19	18	21	19	18
TOTAL											
TENANTS	66	67	67	67	64	68	68	62	62	61	61
FACILITIES LEASED	108	109	109	109	107	110	106	95	98	101	103
MONTHLY LEASE INCOME	\$ 163,162	\$ 164,524	\$ 164,291	\$ 164,000	\$ 155,936	\$ 158,021	\$ 149,460	\$ 131,303	\$113,043	\$121,201	\$119,965
NET CHANGE	\$ (1,362)	\$ 233	\$ 291	\$ 8,064	\$ (2,085)	\$ 8,561	\$ 18,157	\$ 18,260	\$ (8,158)	\$ 1,236	\$ (13,347)