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

Board of Directors

Metropolitan Topeka Airport Authority
July 21, 2026

Work Session.....2:30 PM

Draft #4 of the 2027 Budget was presented to the Board. The Revenue Neutral Rate received from the county is 2.102. MTAA is coming in at a Revenue Neutral Rate of 2.101. A budget hearing will be held during the August meeting and public notice will happen 10 days prior to the hearing. The Board asked questions on different line items. Mr. Emerson thanked Ms. Hartley and the finance committee for all the hard work to stay under the Revenue Neutral Rate. The work session concluded at 3:00 pm.

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

Chairman Sam Sutton brought the regular monthly meeting of the MTAA Board of Directors to order at 3:00 PM with the following other Board members present: Mike Munson, Brian Armstrong, Tony Emerson and Carlos Cortez. Also, in attendance were:

- Eric Johnson, MTAA President
- Don Loyd, TOP Fuel Service FBO Manager
- Curtis Sneden, MTAA Director of Development
- Laura Hartley, MTAA Director of Administration & Finance
- Deana Prescott, MTAA (Administrative Office)
- Matt Narsh, MTAA (Administrative Office)
- Dale Mueller, WSP
- Rhiannon Friedman, Go Topeka
- Terry Poley, MTAA Director of Maintenance
- Tim Resner of Frieden & Forbes, LP, Legal Counsel to the Board
- Chief John Ross, MTAA Police and Fire Chief
- Matt Anstaett, MTAA Asst. Director of Maintenance
- Darren Miller, Newcomer Group
- Tommi Poley, MTAA (Administrative Office via Teams)
- Linda Urton, MTAA (Administrative Office via Teams)
- Ben Penrod, MTAA (Administrative Office)
- Joe Ledbetter, Public
- Jennifer Kuchinski, CMT
- Carol Marple, Public
- Terri Roberts, Public
- Patrick Traul, Vaerus Aviation

Item 1. Notice.

Chairman Sutton inquired if everyone who requested notification had been notified of this meeting. **Ms. Hartley replied that notifications were sent.**

Item 2. Approve Minutes of the MTAA's Regularly Scheduled Board Meeting of June 26, 2026 and Approve Minutes of the Special Board Meeting of July 16, 2026.

Chairman Sutton asked the Board to review the minutes of the Regularly Scheduled Board Meeting of June 26, 2026 and the Special Board Meeting of July 16, 2026. **Mr. Cortez made the motion to approve the minutes of the Regularly Scheduled Board Meeting of June 26, 2026 and the Special Board Meeting of July 16, 2026. Mr. Armstrong seconded the motion. Motion carried.**

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Item 3. Public Comment.

Chairman Sutton inquired if there was anyone registered to speak during Public Comment. **Mr. Johnson replied that Mr. Ledbetter had registered to speak.**

Mr. Ledbetter stated that building # 603 looks better. He also had done some research and found that originally Forbes had two separate land parcels, Topeka Regional Business Center and the airport. He would like to see the vacant land sold and put on the tax rolls and eliminate the costs of maintenance and mowing on vacant property.

Item 4. Adopt the Agenda.

Mr. Emerson made a motion to adopt the agenda. Mr. Cortez seconded the motion. Motion carried.

Discussion Items:

Item 5. Vaerus Aviation Update

Mr. Traul gave an update on the construction project and stated that 4 of the 8 improvements have been completed. The Board had questions on the improvements completed and, on the plans, concerning the remainder of the improvements to come specifically the placement of Gate A.

Item 6. Board Conflict of Interest Update

Mr. Resner reminded the Board members of the annual review of the COI policy and disclosures needing to be signed and returned.

Action Items:

Item 7. Consider Approval of Equipment Quote for Fire Tanker

Mr. Johnson presented to the Board the only bid received by MTAA for a Fire Tanker. Bids were opened on July 13, 2026. Hays Fire and Rescue presented a bid amount of $582,543.00. Delivery is 600 days from date of order. Mr. Johnson asked that the Board accept this bid from Hays Fire and Rescue so the order could be placed. The Board had questions pertaining to the specs of the Fire Tanker. **Mr. Armstrong made a motion to give authorization to purchase the Fire Tanker now (to avoid more delivery delays) amount not to exceed $582,543.00. Mr. Cortez seconded the motion. Motion carried.**

Item 8. Consider Approval of Quote for Cox Fiber

Mr. Sneden presented a quote from Cox fiber at Billard Airport. Cox is the only supplier that covers that area of Topeka, so multiple bids could not be obtained. He answered questions from the Board on logistics for fiber being installed at Billard Airport. **Mr. Emerson made a motion to accept the quote from Cox, in the amount of $98,476.62 to be funded by bond proceeds. Mr. Armstrong seconded the motion. Motion carried.**

Item 9. Consider Approval of Bid for Pavement Repairs at Topeka Regional and Phillip Billard

Chairman Sutton made a motion to reject the bids. Mr. Cortez seconded the motion. Motion carried. Bids were rejected based on recommendations from legal. The MTAA will revise the request for bids.

Item 10. Consider Acceptance of KAIP Agreement AV-2027-49 Topeka Regional Airport Lighting Rehabilitation

Mr. Johnson and Mr. Resner explained the grant agreement and answered questions from the Board. Mr. Resner told the Board they would need a motion to accept the agreement and a motion to allow the Chair and the President to negotiate addendums with WSP. **Mr. Armstrong made a motion to approve the grant agreement and made the motion to allow the Chair and the President to negotiate addendums with WSP in accordance with resolution number 26-315. Mr. Emerson seconded the motion. Motion carried.**

Item 11. Consider Acceptance of KAIP Agreement AV-2027-37 Phillip Billard Airport Taxilane Rehabilitation

Chairman Sutton made a motion to approve the grant agreement and made the motion to allow the Chair and the President to negotiate addendums with WSP in accordance with resolution number 26-316. Mr. Munson seconded the motion. Motion carried.

Information Only Items:
Item 12. Monthly Reports

12.a. Project Updates – Mr. Johnson

Mr. Johnson provided the following updates:

- Taxiway A/D reimbursable agreement work to take place in January 2027.

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

Mr. Johnson provided the following report:

- The 2026 Scasdi Grant should be in from late August to early September to assist with the minimum revenue guarantee. The FAA is anticipating funding issues.
- Topeka Regional Airport HVAC project is wrapping up. The equipment has had some communication issues within itself, but it now looks to be up and running properly.
- Mr. Cortez and Chairman Sutton were involved in the self-fueling kick off meeting. Location of self-fueling and size were discussed.

12.c. Maintenance Report – Mr. Johnson

The Maintenance Report for work completed by the MTAA Maintenance Department on the grounds, airfield, vehicles and buildings for the month of June 2026 through mid-July 2026 was presented to the Board for their information and review.

12.d. TOP Fuel Service Sales Report – Mr. Johnson

The TOP Fuel Sales by Product Summary Report for the month of June 2026 was presented to the Board for their information and review.

12.e. Economic Development & Leasing Activity – Mr. Sneden

Mr. Sneden provided the following report:

- Davcon update – Hangar 619 is in the final phase with site prep to commence in the fall of 2026.
- Billard road upgrades bid openings will be held Wednesday August 5, 2026.
- The strategic planning with Olsson is progressing and they will be here to give an update at the August Board meeting.
- The Great Plains defense autonomy hub is in very early talks.
- A developer reached out to us about a possible site for a data center on our property.

12.f. Financial Reports – Ms. Hartley

Ms. Hartley presented the current assets/cash reserves sheet as of June 30, 2026 as well as the delinquent status report as of June 30, 2026. The cash reserves are up slightly from May 2026, and a bond status page has been added as requested. The May 2026 financials were also presented for review. **Mr. Munson made a motion to accept the financial reports as presented. Mr. Armstrong seconded the motion. Motion carried.**

12.g. Directors' Comments

Mr. Emerson visited Gate 36 Eatery and noticed a maintenance issue. It is currently being addressed. Mr. Armstrong suggested adding directional signs for the restaurant to help people not familiar with the area better locate it. He also appreciates the financial updates and the addition of items requested and mentioned by the Board. Chairman Sutton agreed with

appreciation on financials and thanked the committee for the hard work on the mill levy. Mr. Cortez thanked the financial committee for getting the budget close to being done. Mr. Munson is excited for the restaurant.

Item 13. Executive Session

Chairman Sutton moved that the meeting be recessed for the purpose of an Executive Session, justification being attorney/client privilege for the review of confidential documents. Executive Session should not exceed ten (10) minutes beginning at 4:40 PM and the meeting shall be reconvened in open session at 4:50 PM. He invited Mr. Resner to attend. Mr. Munson seconded the motion. Motion carried. Chairman Sutton reconvened the meeting at 4:50 PM.

Adjournment

Mr. Emerson made the motion to adjourn. Mr. Armstrong seconded the motion. Motion carried. Meeting adjourned at 4:50 PM.

These official minutes were approved by the Board of Directors on August 18, 2026.

Brian Armstrong, Secretary