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

Board of Directors

MTAA Board Meeting 2:30 PM

Tuesday, October 20, 2026
MTAA Administrative Office – Board Room
6510 SE Forbes Ave., Building #620

Addressing the MTAA Board: In accordance with MTAA Bylaws, public comment may be allowed in the discretion of the MTAA Board Chairperson. Any person desiring to address the Board during any meeting should provide 24-hour advance written notice to the MTAA regarding their request to provide public comment and the topic(s) upon which they would like to comment. The written request must be addressed to the MTAA President at: mtaa@mtaa-topeka.org or 6510 SE Forbes Ave., Ste. 1, Topeka, KS 66619. Any person allowed public comment in the discretion of the MTAA Board Chairperson will be limited to the time identified by the MTAA Board Chairperson upon the topic(s) allowed by the MTAA Board Chairperson. The allotted time may be extended upon majority vote of the MTAA Board.

1. Inquire if Notification was given to all Requesting Notification of MTAA Board Meetings
2. Approve Minutes of the Regularly Scheduled Board Meeting of September 15, 2026.
3. Public Comment
4. Adopt Agenda
5. Receive and Approve Financial Reports – Laura Hartley
6. Presentation of 2025 Audit Report Draft by SJHL, LLC – **Action Required**
7. Departmental Updates:
    a. Project Updates – George Hopper & WSP
    b. TOP Fuel Services – Don Loyd

Other Action Items:

8. Consider Approval of Coffman and Associates Expenses for Environmental Assessment
9. Consider Approval of Purchase of Air Operations Vehicle
10. Consider Approval of Contract with Local Lens PR
11. Consider Approval of Mini Splits for Building 167
12. Consider Approval of Purchase of Fence for Topeka Regional
13. Consider Approval of Purchase of Updated Computers
14. Consider Approval of Snowplow Blade for Billard Truck
15. Consider Approval of TACAN Agreement and Torgeson Purchase with 190th

Discussion Items:

16. MRO Update - DAVCON
17. Olsson – Corinne Donahue & Eric Lander

Metropolitan Topeka Airport Authority
Topeka Regional Airport & Business Center | Bldg. 620
6510 SE Forbes Ave., Ste. 1 | Topeka, KS 66619-1446
Phone : 785.862.2362 | Fax : 785.862.1830
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Discussion Items (cont.):

18. President's Report
19. Directors' Comments
20. Executive Session

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Board of Directors

Metropolitan Topeka Airport Authority
September 15, 2026

Regular Monthly Meeting.....2:30 PM

Chairman Sam Sutton brought the regularly scheduled monthly meeting of the MTAA Board of Directors to order at 2:30 PM with the following other board members present: Brian Armstrong, Carlos Cortez, Tony Emerson and Mike Munson. Also, in attendance were:

- Curtis Sneden, MTAA President & Executive Director
- Laura Hartley, MTAA Director of Administration & Finance
- Tim Resner of Frieden & Forbes, LP, Legal Counsel to the Board
- Deana Prescott, MTAA (Administrative Office)
- Terry Poley, MTAA Director of Maintenance
- Chief John Ross, MTAA Police and Fire
- Tommi Poley, MTAA (Administrative Office)
- Carol Marple, Public
- Scott Uhl, WSP USA, Inc.
- Joseph Ledbetter, Public
- Don Loyd, MTAA TOP Fuel Manager
- Matt Anstaett, MTAA Asst. Director of Maintenance
- Dale Mueller, WSP USA, Inc.
- Matt Narsh, MTAA (Administrative Office)
- Ashley Benton, MTAA Police & Fire Department
- George Hopper, Public
- Darren Miller, Newcomer
- Marquis Ceazer, MTAA Fire Department
- Josh Van Becelaere, MTAA Fire Department
- Lance Quilling, MTAA Fire Department
- Easton Cordes, MTAA Fire Department
- Noel Etzel, Public via Teams
- Phil Nguyen, CMT via Teams

Item 1. Notice.

Chairman Sutton inquired if notifications were sent to everyone who requested them. **Ms. Hartley replied that notifications were sent.**

Item 2. Approve Minutes.

Chairman Sutton made the motion to approve the minutes of the Public Budget Hearing of August 18, 2026, the Regularly Scheduled Board Meeting of August 18, 2026, and the Special Board Meeting of August 25, 2026. Mr. Emerson seconded the motion. Motion carried.

Item 3. Public Comment.

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

Mr. Ledbetter spoke briefly on Federal Opportunity Zones and Foreign Trade Zones. He encouraged the Board to look into those opportunities.

Item 4. Adopt the Agenda.

Mr. Emerson asked to move Action Item #8 to Discussion Item # 10A. This was agreed on by the Board. Mr. Emerson then made the motion to adopt the agenda as amended. Mr. Munson seconded the motion. Motion carried.

Item 5. Receive and Approve Financial Reports – Ms. Hartley.

Ms. Hartley presented to the Board a breakdown and explanation of the Financial Reports which included an update of Accounts Receivable, Cash Reserves unrestricted as of August 31, 2026, Bond Activity, Income Compared to Budget as of July 31, 2026, and the Balance Sheet. **Chairman Sutton made the motion to receive and accept the Financial Reports. Mr. Cortez seconded the motion. Motion carried.**

Item 6. Introduction of new Director of Airports – Mr. Sneden.

Mr. Sneden introduced to the Board Mr. George Hopper. Mr. Hopper will take over as the new Director of Airports starting October 1st, 2026. Mr. Hopper thanked the Board for the opportunity and commented that everyone he met was welcoming and excited to get things done. He also commented he was looking forward to getting to work.

Item 7. Departmental Updates.

7.a. Project Updates – Dale Mueller, WSP

- Reconstruction of Lower Alpha/Delta Taxiway is mainly complete, should finish late January to early February.
- Grant received for Rehabilitation of Taxiway Alpha. Emery Sapp was awarded the construction contract and should start in the Spring of 2027.
- KAIP project starting soon on the Rehabilitation of High Mast Lighting. Bid will open Winter of 2026/2027, and work will start in the Spring of 2027.
- Phillip Billard Terminal Apron Rehabilitation is mostly complete. Waiting on a re-evaluation of the slurry seal in the Spring of 2027.
- Phillip Billard Runway 18-36 Rehabilitation grant received with construction beginning in the Spring of 2027. Bettis Asphalt won the construction contract.
- Phillip Billard T-Hangar Taxilane Rehabilitation (KAIP project) will go to bid in the Winter of 2026/2027, with work beginning late Spring of 2027 to early Summer of 2027.
- Mr. Mueller announced his retirement date as October 30th, but said he will still be working on the uncompleted projects on an as needed basis. Mr. Scott Uhl will be taking over for him.

7.b. Police & Fire – Chief John Ross

Chief Ross presented YTD breakdowns of both the Patrol Division and Fire Division which included the number of calls responded to and the various types of calls received. He explained NOTEMS, escorting non-vetted personnel through gates, hot refuels, the various medical calls, mutual aid calls, AARF indexes, and FAA inspections. Chief Ross answered questions from the Board.

7.c. TOP Fuel Services – Mr. Loyd

Mr. Loyd presented sales in dollars and gallons from 2023 to YTD 2026. He also showed the Board customer comparisons and sales by customer for August 2025 through August 2026. Mr. Loyd spoke about an upcoming event that Gate 36 is trying to put together for October 30th. It would be similar to a "Trunk or Treat" with airplanes. Mr. Sneden then gave an update on the self service fueling for Billard. He stated that Argus presented to MTAA a design of 30% completion. Bids are scheduled to open on November 20th, 2026, with an estimation of completion in November of 2027.

Action Items:

Item 9. Consider Approval of Broker's Commission for Building 167.

Mr. Sneden informed the Board of an interested party wanting to lease Building 167 and additional storage space. The interested party was referred by a broker whose commission is 6% of the lease. He asked the Board to approve this expense by paying half now and the other half after six months of tenant paying the lease amount on time and with no issues. Each half would total $12,450.00. **Mr. Emerson made the motion to approve the payments for Broker's Commission. Mr. Munson seconded the motion. Motion carried.**

Item 10. Consider Approval of MTAA Resolution No. 26-317 Authorizing the Acceptance of Grant Offers No. 3-20-0082-029-2026 and 3-20-0082-030-2026 Through Federal Aviation Administration for Rehabilitation Runway 18/36 at Phillip Billard Municipal Airport and Grant Offers No. 3-20-0113-051-2026 and 3-20-0113-052-2026 Through Federal Aviation Administration for Rehabilitation Taxiway A at Topeka Regional Airport.

Mr. Sneden presented to the Board for approval Resolution No. 26-317 Authorizing Acceptance of two Grants for Phillip Billard Airport and two Grants for Topeka Regional Airport. **Mr. Munson made the motion to accept Resolution No. 26-317 accepting all Grants for both locations. Mr. Armstrong seconded the motion. Motion carried.**

Discussion Items:

Item 10.a. Consider Approval of Quote for New Billard Hangar.

The Board considered a new hangar to be constructed at Philip Billard Airport. After a little discussion the Board decided to wait until Mr. Hopper begins his employment with MTAA and can provide guidance and feedback. They will discuss this item further during the October Board Meeting.

Item 11. Grass Runway at Billard.

The Board had some discussion on implementing a Grass Runway at Billard Airport. Chairman Sutton expressed his desire to see this happen, and suggested a committee be established to look into this matter.

Item 12. Federal Opportunity Zones – Mr. Sneden.

Mr. Sneden suggested this subject be held until the October meeting. The Board agreed to wait until October for discussion.

Item 13. President's Report.

- Mr. Sneden talked about receiving phone calls from the media and the public about a redirected flight to a casino in Nevada. He explained to the Board that this had nothing to do with MTAA as the booking airline had never reached out to MTAA about this flight or to TSA.
- Thank you to Terry and his team for getting the Terminal area cleaned up in preparation for the KU flight to London.
- A meeting was held earlier today with the developer of a tech/data center. They liked the area shown to them and will be moving forward with plans in the near future.
- The Commercial Service Conference of Airlines will be held December 2026 in NW Arkansas. Go Topeka Representatives are planning on attending the conference with Mr. Sneden.
- Davcon will be visiting tomorrow. The environmental assessment is complete on Hangar 619 and they are ready to move forward with the MRO project. We are on track with the timeline.

Item 14. Director's Comments.

- Mr. Emerson thanked the staff and Mr. Sneden and commented that he likes the new format.
- Mr. Armstrong is looking forward to getting Mr. Hopper on board and congratulated Mr. Cortez on his Business Hall of Fame award.
- Mr. Cortez welcomed Mr. Hopper to the team.
- Mr. Munson welcomed Mr. Hopper and congratulations to Mr. Cortez.

- Chairman Sutton congratulated Mr. Cortez and thanked Terry and everyone for their help and all the work they have been doing. He would like to see invites sent to the tenants at Billard for the "Trunk or Treat" event. He also stated that if a runway closure occurs at Billard Airport during the runway construction he wants notices sent to the tenants so there are no surprises.

Item 15. Executive Session.

No Executive Session needed.

Adjournment.

Chairman Sutton made the motion to adjourn. Mr. Emerson seconded the motion. Motion Carried. Meeting adjourned at 4:16 PM.

These official minutes were approved by the Board of Directors on October 20, 2026.

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Brian Armstrong, Secretary

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AIRPORT & BUSINESS CENTER

Bond Activity - as of 9/30/2026

		Balance Remaining
Net proceeds		$ 4,899,758.45
Bond attorney costs & fees	(103,891.73)	4,795,866.72
Bartlett & West - Topeka Regional HVAC	(178,329.06)	4,617,537.66
Senne - TRA HVAC	(1,431,451.80)	3,186,085.86
Bartlett & West - Billard Road Upgrades	(75,000.00)	3,111,085.86

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Cash Reserves

	9/30/2026	8/31/2026
Petty cash	$150	$150
General checking account	$364,053	$242,474
General savings account	$4,635,050	$5,099,290
Payroll checking account	$500	$500
PFC checking account	$300	$300
6 month CDs	$1,137,960	$1,132,873
9-12 month CD	$2,643,956	$2,643,956
Total cash and cash equivalents	$8,781,969	$9,119,543
Accounts receivable	$267,464	$285,857
Grants receivable	$140,357	$140,357
Other receivables	$70,043	$47,784
Total receivables	$477,864	$473,998
Total cash reserves	$9,259,833	$9,593,541

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DELINQUENT ACCOUNTS
AS OF SEPT 30, 2026

NAME OF BUSINESS		TOTAL PAST DUE	CURRENT CHARGES	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	ACTION			
							TEL	LTR	AGR	COL
TOPEKA REGIONAL BUSINESS CENTER:										
Armstrong Family Estate Services	Rent/FC	$3,101.24	$3,101.24	$0.00	$0.00	$0.00		X		
JH Renovations	Rent/FC	$3,725.19	$0.00	$0.00	$0.00	$3,725.19	X	X	X	
K&L Concert Systems	Rent/FC	$1,339.02	$1,339.02	$0.00	$0.00	$0.00		X		
Solar Athletics	Rent/FC	$71,560.36	$9,379.88	$9,241.26	$9,104.69	$43,834.53	X	X		X
SUBTOTAL		**$79,725.81**	**$13,820.14**	**$9,241.26**	**$9,104.69**	**$47,559.72**				
TOPEKA REGIONAL AIRPORT:										
Alaska Airlines	Charter landing fees	$347.98	$0.00	$11.05	$10.89	$326.04	X	X		
Atlas Air	Charter landing fees	$1,940.00	$0.00	$0.00	$1,940.00	$0.00	X	X		
Honeywell International	Charter landing fees	$2,208.07	$32.16	$32.16	$31.68	$2,112.07	X	X		
Jet Blue Airways	Charter landing fees	$2,163.03	$353.29	$0.00	$0.00	$1,809.74	X	X		
Top Flight Charters	Charter landing fees	$552.40	$0.00	$0.00	$0.00	$552.40	X	X		
United Airlines	Charter landing fees	$1,292.00	$0.00	$0.00	$0.00	$1,292.00	X	X		
SUBTOTAL		**$8,503.48**	**$385.45**	**$43.21**	**$1,982.57**	**$6,092.25**				
WATER & SEWER:										
Tech Electronics	Water/FC	$185.92	$0.00	$2.75	$2.71	$180.46	X	X		
SUBTOTAL		**$185.92**	**$0.00**	**$2.75**	**$2.71**	**$180.46**				
GRAND TOTALS		**$88,415.21**	**$14,205.59**	**$9,287.22**	**$11,089.97**	**$53,832.43**				

ACTION LEGEND:
TEL - CONTACTED BY TELEPHONE
LTR - SENT STATEMENT, LETTER, EMAIL
AGR - PAYMENT AGREEMENT
COL - SUBMITTED FOR COLLECTION

Metropolitan Topeka Airport Auth...
COMBINED INCOME STATEMENT AND BUDGET
FOR THE EIGHT MONTHS ENDED AUGUST 31, 2026

	CURRENT MONTH		YEAR TO DATE			
	ACTUAL	BUDGET	ACTUAL	YTD BUDGET	BUDGET VAR	ANNUAL BUDGET
******** REVENUE ********						
TAXES AND ASSESSMENTS						
11119 CURRENT PROPERTY TAX	.00	440,802.08	5,015,619.80	3,526,416.64	1,489,203.16	5,289,625.00
11129 DELINQUENT PROPERTY TAX	.00	.00	82,583.35	.00	82,583.35	.00
11149 CURRENT MOTOR VEHICLE TX	.00	38,784.25	187,515.31	310,274.00	(122,758.69)	465,411.00
11159 RECREATIONAL VEHICLE TAX	.00	421.67	1,780.12	3,373.36	(1,593.24)	5,060.00
11169 IN LIEU OF TAXES	.00	.00	18,153.08	.00	18,153.08	.00
11179 16/20M VEHICLE TAX	.00	159.33	2,107.66	1,274.64	833.02	1,912.00
11189 COMM. MOTOR VEHICLE TAX	.00	1,438.17	15,508.30	11,505.36	4,002.94	17,258.00
11199 WATERCRAFT TAX	.00	291.67	.00	2,333.36	(2,333.36)	3,500.00
TOTAL TAXES AND ASSESSMENTS	.00	481,897.17	5,323,267.62	3,855,177.36	1,468,090.26	5,782,766.00
REVENUE FROM SERVICES						
12100 LANDING FEES	2,890.00	2,916.67	40,049.10	23,333.36	16,715.74	35,000.00
12200 FRANCHISE FEES	.00	.00	12.50	.00	12.50	.00
12400 CONTRACT AGREEMENT	.00	.00	7,050.56	.00	7,050.56	.00
12450 MISCELLANEOUS FEES	43.74	83.33	845.67	666.64	179.03	1,000.00
12500 FUEL FLOWAGE FEE	15,067.20	12,500.00	123,293.45	100,000.00	23,293.45	150,000.00
12550 PASSENGER FACILITY FEES	.00	5,833.33	1,975.50	46,666.64	(44,691.14)	70,000.00
12600 LEASE & RENTAL FEES	177,723.06	208,333.33	1,895,110.35	1,666,666.64	228,443.71	2,500,000.00
13000 UTILITY REIMBURSEMENT	8,004.40	1,087.50	19,097.03	8,700.00	10,397.03	13,050.00
13100 INSURANCE REIMBURSEMENT	5,245.11	2,875.00	41,610.88	23,000.00	18,610.88	34,500.00
13200 MISCELLANEOUS REIMBURS	873.00	833.33	8,441.34	6,666.64	1,774.70	10,000.00
TOTAL REVENUE FROM SERVICES	209,846.51	234,462.49	2,137,486.38	1,875,699.92	261,786.46	2,813,550.00
NONOPERATING REVENUE						
13400 FINANCE CHARGES	3,220.07	1,045.83	21,959.27	8,366.64	13,592.63	12,550.00
13500 CD & INVESTMENT INTEREST	26,678.85	10,000.00	195,444.95	80,000.00	115,444.95	120,000.00
13700 GAIN ON DISP OF ASSETS	.00	83.33	.00	666.64	(666.64)	1,000.00
13750 INSURANCE CLAIM PROCEEDS	.00	250.00	25,000.00	2,000.00	23,000.00	3,000.00
TOTAL NONOPERATING REVENUE	29,898.92	11,379.16	242,404.22	91,033.28	151,370.94	136,550.00
FUEL SALES						
15100 SALES	81,410.14	64,166.67	541,646.82	513,333.36	28,313.46	770,000.00
TOTAL FUEL SALES	81,410.14	64,166.67	541,646.82	513,333.36	28,313.46	770,000.00
WATER/SEWER SALES						
15100 SALES	42,848.69	51,026.09	272,301.86	408,208.72	(135,906.86)	612,313.00
TOTAL WATER/SEWER SALES	42,848.69	51,026.09	272,301.86	408,208.72	(135,906.86)	612,313.00
TOTAL REVENUE	364,004.26	842,931.58	8,517,106.90	6,743,452.64	1,773,654.26	10,115,179.00
COST OF FUEL SALES						
15200 COST	106,897.58	46,666.67	473,088.12	373,333.36	(99,754.76)	560,000.00
TOTAL COST OF FUEL SALES	106,897.58	46,666.67	473,088.12	373,333.36	(99,754.76)	560,000.00
COST OF WATER/SEWER SALES						
15200 COST	19,587.87	27,526.17	150,727.52	220,209.36	69,481.84	330,314.00
TOTAL COST OF WATER/SEWER SALES	19,587.87	27,526.17	150,727.52	220,209.36	69,481.84	330,314.00
GROSS PROFIT	237,518.81	768,738.74	7,893,291.26	6,149,909.92	1,743,381.34	9,224,865.00
******** OPERATING EXPENSES ********						
PERSONNEL COSTS						
21100 REGULAR SALARIES	309,421.50	320,999.99	2,629,393.33	2,567,999.92	(61,393.41)	3,852,000.00
21200 OVERTIME	5,159.86	6,250.00	51,341.20	50,000.00	(1,341.20)	75,000.00
21300 KPERS	31,916.05	34,655.75	298,155.14	277,246.00	(20,909.14)	415,869.00
21400 WORKERS COMPENSATION	3,446.75	4,351.08	15,790.00	34,808.64	19,018.64	52,213.00
21500 FICA	24,554.43	25,034.67	196,644.66	200,277.36	3,632.70	300,416.00
21600 HEALTH & DENTAL INS	43,684.01	65,051.67	476,890.18	520,413.36	43,523.18	780,620.00
21700 UNEMPLOYMENT INSURANCE	22.64	327.25	(2,796.57)	2,618.00	5,414.57	3,927.00
21800 OTHER FRINGE BENEFITS	1,835.42	1,208.33	17,761.80	9,666.64	(8,095.16)	14,500.00

Metropolitan Topeka Airport Auth...
COMBINED INCOME STATEMENT AND BUDGET
FOR THE EIGHT MONTHS ENDED AUGUST 31, 2026

	CURRENT MONTH		YEAR TO DATE			
	ACTUAL	BUDGET	ACTUAL	YTD BUDGET	BUDGET VAR	ANNUAL BUDGET
21900 CAR ALLOWANCE	600.00	600.00	4,800.00	4,800.00	.00	7,200.00
TOTAL PERSONNEL COSTS	420,640.66	458,478.74	3,687,979.74	3,667,829.92	(20,149.82)	5,501,745.00
PROFESSIONAL SERVICES						
31100 LEGAL SERVICES	6,345.75	4,166.67	54,376.43	33,333.36	(21,043.07)	50,000.00
31150 CONSULTING SERVICES	28,950.00	12,500.00	126,191.20	100,000.00	(26,191.20)	150,000.00
31200 ENGINEERING & ARCHITECT	.00	333.33	.00	2,666.64	2,666.64	4,000.00
31250 PROFESSIONAL TESTING	.00	333.33	954.12	2,666.64	1,712.52	4,000.00
31300 ACCOUNTING SERVICES	1,050.00	4,041.67	17,822.76	32,333.36	14,510.60	48,500.00
31350 DEPOSITORY CHARGES	118.38	1,550.00	965.02	12,400.00	11,434.98	18,600.00
31400 BROKER COMMISSION FEE	.00	500.00	.00	4,000.00	4,000.00	6,000.00
31600 BONDING INSURANCE FEES	3,675.81	3,756.67	28,213.78	30,053.36	1,839.58	45,080.00
31700 LICENSE FEES	179.38	125.00	2,160.38	1,000.00	(1,160.38)	1,500.00
31800 CONFERENCE REGIS FEES	700.00	416.67	2,345.00	3,333.36	988.36	5,000.00
31850 WEBSITE DEV & MAINT	.00	416.67	780.00	3,333.36	2,553.36	5,000.00
31900 TRAIN & EDUCATION FEES	2,818.60	2,958.33	10,334.49	23,666.64	13,332.15	35,500.00
31950 MARKETING	.00	1,250.00	17,200.00	10,000.00	(7,200.00)	15,000.00
31970 AIR SERVICE MARKETING	.00	10,416.67	.00	83,333.36	83,333.36	125,000.00
32000 ECONOMIC DEVELOPMENT	.00	833.33	.00	6,666.64	6,666.64	10,000.00
TOTAL PROFESSIONAL SERVICES	43,837.92	43,598.34	261,343.18	348,786.72	87,443.54	523,180.00
PERSONNEL SUPPORT						
41100 TRAVEL EXPENSES	(24,168.41)	625.00	(20,241.02)	5,000.00	25,241.02	7,500.00
41200 DUES & SUBSCRIPTIONS	2,979.86	916.67	18,379.37	7,333.36	(11,046.01)	11,000.00
41300 CLOTHING & UNIFORMS	1,652.63	3,958.34	36,451.43	31,666.72	(4,784.71)	47,500.00
41350 AMMUNITION	.00	833.33	.00	6,666.64	6,666.64	10,000.00
41400 SPECIAL MEAL FEES	532.68	337.50	661.00	2,700.00	2,039.00	4,050.00
41500 MEDICAL EXPENSES	.00	500.00	600.00	4,000.00	3,400.00	6,000.00
TOTAL PERSONNEL SUPPORT	(19,003.24)	7,170.84	35,850.78	57,366.72	21,515.94	86,050.00
COMMUNICATION SERVICE & SUPPORT						
51100 OFFICE SUPPLIES	983.36	750.00	6,705.37	6,000.00	(705.37)	9,000.00
51200 COMPUTER PROGRAM UPDATES	.00	145.83	9,500.00	1,166.64	(8,333.36)	1,750.00
51300 ADVERTISING & PUBLIC REL	10,103.87	1,416.67	21,649.55	11,333.36	(10,316.19)	17,000.00
51400 SIGNS & MARKERS	.00	541.67	1,108.77	4,333.36	3,224.59	6,500.00
51600 POSTAGE & FREIGHT	833.92	166.67	1,664.12	1,333.36	(330.76)	2,000.00
51700 P&F ALERTS-BODY CAM ADM	.00	458.33	.00	3,666.64	3,666.64	5,500.00
51800 EQUIP SERVICE AGREEMENTS	16,532.56	5,567.08	66,521.38	44,536.64	(21,984.74)	66,805.00
52000 MEDICAL SUPPLIES	.00	250.00	.00	2,000.00	2,000.00	3,000.00
TOTAL COMMUNICATIONS SERVICE & SUPPORT	28,453.71	9,296.25	107,149.19	74,370.00	(32,779.19)	111,555.00
FACILITIES SUPPORT						
61100 ELECTRICITY & GAS	22,530.24	25,000.00	155,458.05	200,000.00	44,541.95	300,000.00
61150 STORM WATER UTILITY	3,460.67	3,125.00	3,171.60	25,000.00	21,828.40	37,500.00
61200 WATER	5,487.11	1,895.83	19,478.69	15,166.64	(4,312.05)	22,750.00
61300 SEWER	943.92	604.17	6,779.61	4,833.36	(1,946.25)	7,250.00
61400 TELEPHONE	5,152.63	300.00	36,307.00	2,400.00	(33,907.00)	3,600.00
61500 REFUSE	1,487.00	1,175.00	9,503.18	9,400.00	(103.18)	14,100.00
61600 CLEANING SUPPLIES	881.01	583.33	5,347.28	4,666.64	(680.64)	7,000.00
61700 OUTSIDE MAINT SERVICES	57,064.26	11,458.33	124,845.32	91,666.64	(33,178.68)	137,500.00
61800 MAINT ON RENTAL PROPERTY	6,646.55	8,333.33	74,805.31	66,666.64	(8,138.67)	100,000.00
61900 GEN FACILITY SUPPLIES	19,071.75	9,416.67	65,779.30	75,333.36	9,554.06	113,000.00
61910 AOA LIGHTING EQUIPMENT	522.53	3,000.00	8,241.49	24,000.00	15,758.51	36,000.00
61915 AIRFIELD PAVEMENT MAINT	9,676.98	7,708.33	63,905.28	61,666.64	(2,238.64)	92,500.00
61920 POL & FIRE EQUIPMENT	37.75	8,742.92	23,603.21	69,943.36	46,340.15	104,915.00
61950 UREA & SAND	.00	.00	.00	6,000.00	6,000.00	11,300.00
62000 STRUCTURAL INSURANCE	44,775.56	33,375.00	319,791.49	267,000.00	(52,791.49)	400,500.00
62100 AIRPORT LIABILITY INS	1,853.19	3,041.67	14,450.88	24,333.36	9,882.48	36,500.00
62200 GROUNDS MAINTENANCE	280.00	833.33	7,534.82	6,666.64	(868.18)	10,000.00
TOTAL FACILITIES SUPPORT	179,871.15	118,592.91	939,002.51	954,743.28	15,740.77	1,434,415.00
EQUIPMENT SUPPORT						
71100 VEHICLE MAINT & SUPPLIES	2,616.25	2,500.00	11,329.49	20,000.00	8,670.51	30,000.00
71200 EQUIP MAINT & SUPPLIES	304.19	3,333.33	6,908.84	26,666.64	19,757.80	40,000.00
71300 VEHICLE INSURANCE	6,559.33	11,078.00	47,657.44	88,624.00	40,966.56	132,936.00
71400 VEHICLE REPAIR	1,114.25	416.67	5,033.98	3,333.36	(1,700.62)	5,000.00
71500 VEHICLE FUEL	10,530.28	6,250.00	61,844.09	50,000.00	(11,844.09)	75,000.00
71550 SNOW EQUIP REPAIR & SUPP	.00	479.17	4,547.50	3,833.36	(714.14)	5,750.00
71600 EQUIPMENT REPAIR	1,579.93	1,675.00	(4,181.64)	13,400.00	17,581.64	20,100.00

Metropolitan Topeka Airport Auth...
COMBINED INCOME STATEMENT AND BUDGET
FOR THE EIGHT MONTHS ENDED AUGUST 31, 2026

	CURRENT MONTH		YEAR TO DATE			
	ACTUAL	BUDGET	ACTUAL	YTD BUDGET	BUDGET VAR	ANNUAL BUDGET
71650 RADIO REPAIR	.00	208.33	3,952.00	1,666.64	(2,285.36)	2,500.00
71700 EQUIPMENT RENTAL	543.57	583.33	8,691.03	4,666.64	(4,024.39)	7,000.00
71800 EQUIPMENT EXPENSE	1,325.00	1,300.00	14,079.09	10,300.00	(3,779.09)	15,500.00
TOTAL EQUIPMENT SUPPORT	24,572.80	27,823.83	159,861.82	222,490.64	62,628.82	333,786.00
REVENUE OFFSETS						
81100 BAD DEBTS	.00	875.00	.00	7,000.00	7,000.00	10,500.00
81200 INTEREST EXPENSE	.00	.00	93,260.31	.00	(93,260.31)	394,708.00
81250 LOAN SERV FEE EXPENS	.00	.00	.00	.00	.00	247,234.00
81300 CASH OVERAGE/SHORTAGE	.00	.00	34.49	.00	(34.49)	.00
81400 LOSS ON DISP OF ASSETS	.00	83.33	.00	666.64	666.64	1,000.00
81550 MISCELLANEOUS EXPENSE	725.85	83.33	603.14	666.64	63.50	1,000.00
TOTAL REVENUE OFFSETS	725.85	1,041.66	93,897.94	8,333.28	(85,564.66)	654,442.00
TOTAL OPERATING EXPENSES	679,098.85	666,002.57	5,285,085.16	5,333,920.56	48,835.40	8,645,173.00
CHG IN FUND BAL	(441,580.04)	102,736.17	2,608,206.10	815,989.36	1,792,216.74	579,692.00
******** BUDGET ENTRIES ********						
CAPITAL IMPROVEMENTS						
92260 CAP IMPR PAVEMENT REPAIR	.00	33,333.33	.00	266,666.64	266,666.64	400,000.00
92270 CAP IMPR ECON DEV/EMERG	.00	191,666.67	.00	1,533,333.36	1,533,333.36	2,300,000.00
92300 CAP IMPR BUILDINGS	.00	12,500.00	68,166.30	100,000.00	31,833.70	150,000.00
92320 CAP IMPR VEHICLES	.00	7,333.33	.00	58,666.64	58,666.64	88,000.00
92330 CAP IMPR EQUIPMENT	.00	41,458.33	94,212.00	331,666.64	237,454.64	497,500.00
92340 CAP IMPR OFFICE EQUIP	.00	416.67	.00	3,333.36	3,333.36	5,000.00
92350 CAP IMPR COMMUNICAT EQUI	.00	1,125.00	7,500.00	9,000.00	1,500.00	13,500.00
TOTAL CAPITAL IMPROVEMENTS	.00	287,833.33	169,878.30	2,302,666.64	2,132,788.34	3,454,000.00
98100 MTAA MATCHING FUNDS-AIP	.00	25,000.00	300,000.00	200,000.00	(100,000.00)	300,000.00
TOTAL MTAA MATCHING FUNDS	.00	25,000.00	300,000.00	200,000.00	(100,000.00)	300,000.00
TOTAL MTAA BUDGET ENTRIES	.00	312,833.33	469,878.30	2,502,666.64	2,032,788.34	3,754,000.00
NON-BUDGETED ITEMS:						
81900 DEPRECIATION EXPENSE	400,491.59	.00	3,305,127.31	.00	(3,305,127.31)	.00

*Depreciation includes assets acquired through federal grants which increased fund balance in the year of acquisition.

Balance Sheet
As of 8/31/2026

Metropolitan Topeka Airport Authority (MTA)

ASSETS				
CURRENT ASSETS				
01012-01-01	PETTY CASH	$	150.00	
01014-01-01	Restricted Cash	$	10,174,666.05	
01219-01-01	GENERAL FUND OPERATING CASH	$	296,749.98	
01229-01-01	PAYROLL OPERATING CASH	$	500.00	
01239-01-01	OPERATING SAVINGS ACCOUNT	$	5,099,290.32	
01249-01-01	PFC FUND OPERATING FUND	$	300.18	
01319-01-01	GF CERTIFICATE OF DEPOSIT	$	3,771,956.07	
01413-01-01	TRBC TRADE A/R	$	224,211.23	
01414-01-01	TRA TRADE A/R	$	35,066.46	
01415-01-01	PB TRADE A/R	$	22,954.06	
01416-01-01	WATER TRADE A/R	$	8,426.33	
01423-01-01	TAIP ALLOWANCE ACCT	$	-2,800.00	
01424-01-01	FF ALLOWANCE ACCT	$	-2,000.00	
01430-01-01	TAXES RECEIVABLE	$	1,759,875.00	
01469-01-01	GF CD INTEREST RECEIVABLE	$	84,148.70	
01488-01-01	TSC FINGERPRINT CARDS FUNDS PAYABLE	$	45.75	
01489-01-01	FEDERAL GRANTS RECEIVABLE	$	140,357.00	
01499-01-01	LEASES REC	$	10,272,025.00	
01499-03-02	LEASES REC:TRBC	$	3,342,646.00	
01512-01-01	PRE-PAID INSURANCE EXPENSES	$	413,016.29	
01517-01-01	PRE-PAID FUEL ACCOUNT	$	14,666.38	
	Total CURRENT ASSETS:			$ 35,656,250.80
FIXED ASSETS				
02013-01-01	LAND - TRBC	$	1,875,061.00	
02014-01-01	LAND - FF	$	3,480,661.00	
02015-01-01	LAND - PB	$	812,151.90	
02115-01-01	SEWER - PB	$	1,591.00	
02123-01-01	PARKING LOTS - TRBC	$	259,217.46	
02124-01-01	PARKING LOTS - FF	$	488,019.36	
02125-01-01	PARKING LOTS - PB	$	22,805.74	
02134-01-01	RUNWAYS - FF	$	61,164,459.98	
02135-01-01	RUNWAYS - PB	$	5,990,572.02	
02143-01-01	STREETS - TRBC	$	2,204,878.25	
02145-01-01	STREETS - PB	$	92,539.30	
02153-01-01	OTHER - TRBC	$	106,472.00	
02154-01-01	OTHER - FF	$	622,756.87	
02155-01-01	OTHER - PB	$	437,023.04	
02194-01-01	RUNWAY LIGHTS - FF	$	1,450,035.67	
02195-01-01	RUNWAY LIGHTS - PB	$	729,468.76	
02213-01-01	BUILDINGS - TRBC	$	14,220,773.09	
02214-01-01	BUILDINGS - FF	$	24,494,575.46	
02215-01-01	BUILDINGS - PB	$	7,703,791.89	
02223-01-01	SIGNAGE - TRBC	$	177,791.00	
02224-01-01	SIGNAGE - FF	$	152,650.24	
02225-01-01	SIGNAGE - PB	$	259,160.91	
02324-01-01	VEHICLES - MAINTENANCE	$	3,224,261.10	
02325-01-01	Vehicles: Admin:ADMIN	$	40,500.00	
02344-01-01	VEHICLES - POLICE/FIRE	$	2,920,954.23	
02345-01-01	Vehicles - Billard:ADMIN	$	13,000.00	
02524-01-01	EQUIPMENT - MAINTENANCE	$	2,046,361.21	

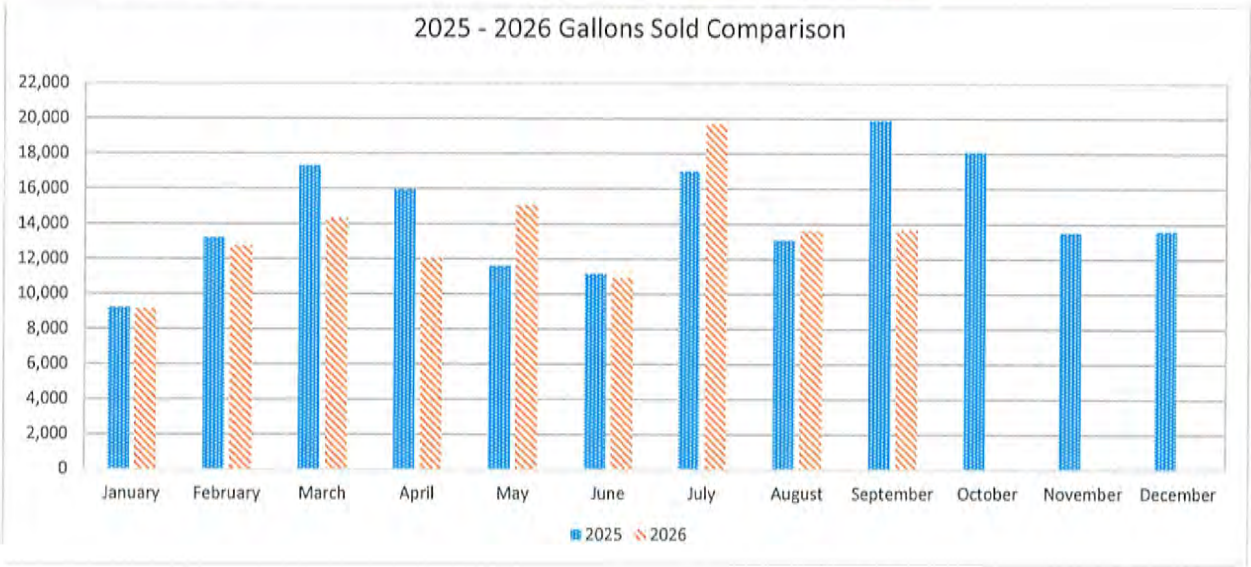
FIXED ASSETS	(Continued)			
02534-01-01	EQUIPMENT - TOP FUEL SERVICE	$	511,763.67	
02544-01-01	EQUIPMENT - POLICE/FIRE	$	478,674.23	
02554-01-01	OTHER EQUIPMENT - FF	$	172,526.87	
02562-01-01	OFFICE EQUIPMENT - ADMIN	$	73,144.51	
02564-01-01	OFFICE EQUIPMENT - FF	$	7,761.51	
02574-01-01	COMMUNICATIONS EQUIPMENT	$	221,964.15	
02622-01-01	FURNITURE - ADMIN	$	55,044.84	
02645-01-01	FURNITURE - BILLARD	$	1,399.64	
02674-01-01	FIRST AID EQUIPMENT	$	8,568.99	
02726-01-01	WATER IMPROVEMENTS	$	1,460,837.00	
02736-01-01	BUILDINGS - WATER	$	1,305,832.00	
02746-01-01	EQUIPMENT - WATER	$	105,222.00	
02766-01-01	VEHICLES - WATER	$	99,876.00	
02828-01-01	SEWER IMPROVEMENTS	$	3,361,616.34	
03115-01-01	ACCUM DEPR- PB	$	-8,163,138.71	
03123-01-01	ACCUM DEPR - Maint.	$	-54,182,684.68	
03143-01-01	ACCUM DEPR - Police & Fire	$	-11,919,578.89	
03622-01-01	ACCUM DEPR - ADMIN	$	-117,653.54	
	Total FIXED ASSETS:			$ 68,472,708.41
OTHER ASSETS				
04510-01-01	PURCHASE IN PROG - CAPITAL ITEM ENCUMBERED	$	-2,813,095.17	
04513-01-01	CONSTR IN PROG - TWY A/D	$	10,979,116.33	
04514-01-01	CONSTR IN PROG - TRA HVAC	$	1,640,338.54	
04515-01-01	CONSTR IN PROG - #021 TOP TWY B & C RECONSTRUCTION	$	3,418,745.00	
04516-01-01	CONSTR IN PROG - GATE CONTROL & SECURITY CAMERA	$	8,565.00	
04519-01-01	CONSTR IN PROG - TOP Apron Rehab	$	796,169.18	
04521-01-01	CONSTR IN PROGRESS - #046-#047 FOE TWY A&D	$	-1,031,057.84	
04522-01-01	CIP - Billard Road Upgrades	$	80,000.00	
04527-01-01	CONSTR IN PROG - RENT ABATEMENT	$	27,166.41	
04528-01-01	CIP - TOP Rwy 18-36	$	410,369.00	
04535-01-01	CONSTR IN PROG - Twy A	$	830,200.00	
04541-01-01	CIP - Billard Fuel Farm:ADMIN	$	1,445.71	
04545-01-01	CONSTR IN PROG - MRO SITE DESIGN	$	709,639.07	
05000-01-01	DEFERRED OUT-CONTR AFTER MEASUREMENT	$	179,237.00	
05001-01-01	DEFERRED OUTFLOWS - OTHERS	$	736,690.00	
05002-01-01	DEFERRED OUTFLOWS - OPEB	$	112,754.00	
05003-01-01	DEFERRED OUT-CONTR AFTER MEASUREMENT-OPEB	$	18,459.00	
	Total OTHER ASSETS:			$ 16,104,741.23
	Total ASSETS:			$ 120,233,700.44
LIABILITIES				
CURRENT LIABILITIES				
06148-01-01	ACCRUED SICK LEAVE PAYABLE	$	235,900.00	
06149-01-01	ACCRUED VACATION PAYABLE	$	214,300.00	
06159-01-01	ACCRUED SALARIES PAYABLE	$	154,100.00	
06189-01-01	KPERS PAYABLE	$	0.04	
06199-01-01	HEALTH/DENTAL INSURANCE PAYABL	$	-5,706.69	
06205-01-01	FLEXIBLE SPENDING ACCOUNT CONTRIBUTIONS	$	6,066.31	
06215-01-01	DEFERRED COMP PAYABLE	$	-725.00	
06225-01-01	HEALTH SAVINGS ACCOUNT CONTRIBUTIONS	$	3,979.34	
06229-01-01	KS UNEMPLOYMENT COMP PAYABLE	$	1,440.91	
06279-01-01	DEFERRED REVENUE	$	10,210,592.45	

CURRENT LIABILITIES	(Continued)			
06280-01-01	DEFERRED REVENUE - TAXES	$	1,759,875.00	
06289-01-01	GATE CARD DEPOSITS	$	90.00	
06309-01-01	LEASE RENTAL DEPOSITS	$	34,237.94	
06436-01-01	SALES TAX PAYABLE	$	162.07	
06495-01-01	ENCUMBERED FUNDS	$	-2,839,517.02	
	Total CURRENT LIABILITIES:			$ 9,774,795.35
LONG-TERM LIABILITIES				
07130-01-01	NET PENSION LIABILITY	$	2,860,661.00	
07131-01-01	NET OPEB LIABILITY	$	207,637.00	
07132-01-01	Bonds Payable:ADMIN	$	4,650,000.83	
07133-01-01	Premium on Bonds:ADMIN	$	161,465.95	
	Total LONG-TERM LIABILITIES:			$ 7,879,764.78
	Total LIABILITIES:			$ 17,654,560.13
EQUITY				
08119-01-01	CONTRIBUTED CAPITAL	$	2,027,908.94	
08122-01-01	KDOC SPARK BASE FUNDS AVAILABLE	$	-1,000,000.00	
08123-01-01	ANG FOE AIRFIELD FUNDS AVAIL	$	-5,706,178.97	
08124-01-01	FAA GRANTS AVAILABLE - FF	$	-2,357,007.49	
08125-01-01	FAA GRANTS AVAILABLE - PB	$	-140,034.00	
08126-01-01	CARES ACT GRANT AVAILABLE	$	780,947.00	
08127-01-01	STATE KAIP CONTRIBUTIONS	$	269,314.59	
08128-01-01	ANG CONTRIBUTIONS	$	33,536,456.40	
08129-01-01	FEDERAL (FAA) CONTRIBUTIONS	$	93,699,429.88	
08132-01-01	KDOC AIR SERVICE INCENTIVE CONTRIBUTION	$	1,000,000.00	
08133-01-01	SCASDP GRANT CONTRIBUTION	$	950,000.00	
08134-01-01	FEDERAL (CARES & ACRGP) CONTRIBUTIONS	$	19,040,543.00	
08135-01-01	KDOC SPARK BASE GRANT CONTRIBUTION	$	1,000,000.00	
08149-01-01	RETAINED EARNINGS - PRIOR	$	-54,631,200.20	
08149-01-01	Retained Earnings-Current Year	$	369,759.16	
09000-01-01	DEFERRED INFLOWS OF RESOURCES - OTHERS	$	101,613.00	
09001-01-01	DEFERRED INFLOWS OF RESOURCES - OPEB	$	112,649.00	
09002-01-01	DEFERRED INFLOW-LEASES	$	13,524,940.00	
	Total EQUITY:			$ 102,579,140.31
	Total LIABILITIES & EQUITY:			$ 120,233,700.44

Sales By Product Summary
Receipt Date : 01-Sept 26 to 30-Sept-26
Products : All

Product	Remittance Report	Quantity	Product Total	Tax	Total Sales
Avgas 100LL	Cash	829.3	5278.81	493.54	$ 5,772.35
Avgas 100LL	Credit Card	2626.3	16971.92	1586.91	$ 18,558.83
Tax Exempt Avgas	Cash	356.7	2412.01	-	$ 2,412.01
Tax Exempt Avgas	Credit Card	197.7	1387.82	-	$ 1,387.82
SUB		**4,010.00**	**$ 26,050.56**	**$ 2,080.45**	**$ 28,131.01**
Jet A Fuel with FSII Additive	Cash	2857	16631.77	1555.08	$ 18,186.85
Jet A Fuel with FSII Additive	Contract Fuel	1508	-	-	$ -
Jet A Fuel with FSII Additive	Credit Card	2105	12753.06	1115.39	$ 13,868.45
Jet A Tax Exempt	Cash	3160	18364.11	0	$ 18,364.11
SUB		**$ 9,630.00**	**$ 47,748.94**	**$ 2,670.47**	**$ 50,419.41**
TOTAL		**13,640.00**	**$ 73,799.50**	**$ 4,750.92**	**$ 78,550.42**

Tenant	Quantity	Sales	
Billard Sales:			
T-Hangar sales	745.60	$ 5,336.52	7%
TAC	630.60	4,105.61	5%
Post 8	157.00	1,104.02	1%
State Aircraft	3,338.10	19,641.99	25%
Newcomer	1,600.00	10,216.66	13%
Jetz	938.30	6,047.57	8%
Top Aviation Services	160.90	1,021.73	1%
Subtotal based at billard sales	**7,570.50**	**$ 47,474.10**	60%
Subtotal military sales	**137.00**	**$ 823.58**	1%
Subtotal transient sales	**5,932.50**	**$ 30,252.74**	39%



Maintenance Report

During the period from September 9th, 2026, through October 13th, 2026, the Maintenance Team kept busy trim mowing and bat winging around the AOA, Billard Airport, Forbes Airport and the Park, as well as weed eating at the park, Forbes, and Billard. Dirt work needed along the runways, and AOA painting at Forbes is complete. Clean up of the AOA for the FAA inspection was also completed.

The Maintenance Team worked to remove a bent door on Hangar 27 and installed new doors. Also, at Billard, they dug out the old dirt from T-Hangar 16 and replaced it with asphalt millings and repaired the ruts on the sides of Runway 18-36 that a stuck tractor caused.

The team works with Deana on building inspections and has started the demo work on the walls for Building 167, along with getting the design build started for that location. They have also been working in Building 139 grinding the floors in preparation for building offices at that location, as well as rebuilding the electrical that was torn off the building from R & R pallets equipment.

Maintenance also continues the repairs at Forbes Water Park and has replaced the pump motors in Building 104. They have been working closely with contractors to get the HVAC project finished at Forbes Terminal, and Building 449C received help filling in ruts that the trash service caused.

Monthly they read water and electric meters and report those figures to the accounting office for billing purposes.

Office of: President

To: Board of Directors

From: Curtis S. Sneden

Subject: **Approval of Bid for Environmental Assessment of Hangar 619 (Board Action Required)**

Date: October 20, 2026

A key aspect of the DAVCON MRO Project is demolition of Hangar 619 (pictured above). An Environmental Assessment was required prior to demolition of the hangar. In the course of the Assessment, MTAA negotiated a Memorandum of Agreement with the FAA and the State Historical Preservation Office. MTAA agreed to conduct a historical survey of Hangar 619, including an historian's report, drone footage and photography. That work has been completed and MTAA was given clearance to proceed with the demolition as of September 16, 2026.

Pursuant to the Memorandum of Agreement, MTAA also agreed to conduct historical surveys of several other WW II and Cold War era structures at Forbes. MTAA's planning consultants, Coffman Associates, have submitted a proposal to conduct this follow-up work for an estimated fee of $20,360. (See attached.) Note the Memorandum of Agreement explicitly holds that this work need not precede the demolition; it can be conducted over the course of the next year or two.

The Board's approval is sought for a contract between MTAA and Coffman Associates in an amount not to exceed Twenty-Two Thousand Four Hundred dollars ($22,400) for the delivery of the follow-up work required of MTAA by the Memorandum of Agreement. This amount represents the quoted amount plus 10% to accommodate unforeseen change orders.

EXHIBIT A

COFFMAN ASSOCIATES
SCOPE OF SERVICES
FOR
TOPEKA REGIONAL AIRPORT
HANGAR 619
MEMORANDUM OF AGREEMENT MITIGATION MEASURE SUPPORT

Task 1 – Project Coordination (Coffman): Coffman Associates will provide support to ensure that the tasks conducted by Heritage Consulting Group are completed in a manner that is consistent with the Memorandum of Agreement and with Federal Aviation Administration expectations. This will include participating in conference calls, preparing email correspondence, and reviewing materials prepared by Heritage Consulting Group.

Task 2 – Historic Buildings Survey (Heritage Consulting Group): As detailed in the attached scope of work, Heritage Consulting Group will conduct an historic buildings survey for Buildings 600, 601, 602, 603, 604, 605, 609, 612, 625, 626, 627 at Topeka Regional Airport. The survey report will be submitted to Kansas SHPO for review and comment.

Task 3 – Reporting and Monitoring (Heritage Consulting Group): Heritage Consulting Group will prepare the SHPO-required annual reports and a completion report. It is assumed at two annual and one completion report will be prepared. If additional reports are needed, a separate authorization will be required. Heritage Consulting Group will participate in conference calls as needed.

ENVIRONMENTAL PLANNING SUPPORT AND DOCUMENTATION
FOR A PROPOSED HANGAR PROJECT
AT HAWTHORNE MUNICIPAL AIRPORT (HHR)

Task	Description	Principal	Sr. Planner	Planner	Technical	Total
		$352/hr.	$278/hr.	$189/hr.	$136/hr.	
Task 1	Project Coordination (Coffman)	8	0	0	4	$3,360
Task 2	Historic Buildings Survey (Heritage Consulting Group)					$11,000
Task 3	Reporting and Monitoring (Heritage Consulting Group)					$6,000
Total		**8**	**0**	**0**	**4**	**$20,360**

Note: 2026 hourly rates

SCOPE OF WORK AND FEES

SCOPE OF WORK - FIXED FEE ITEMS

PHOTOGRAPHIC RECORD

1. Visit the site to create a drone video of the building exterior as well as a photographic record of the interior and exterior of the building.
2. Produce photographs in accordance with the National Register Photo Policy Standards.
3. Photographs and video will be taken with a high-resolution digital camera, will be clear, well-composed, and provide an accurate visual representation of the property and its significant features. The photos will illustrate the qualities discussed in the description and NRHP statement of significance. Photographs and video will show historically significant features and any alterations that have affected the property's historic integrity. Photographs and video will show the principal facades and the setting in which the property is located. Additions, alterations, intrusions, and dependencies will appear in photographs and videos. Views will include interiors, outbuildings, landscaping, or unusual features that contribute to the significance of the property.
4. Submit the initial photographs to SHPO for review. Consult with SHPO on the selection of 15-20 photographs to be submitted in digital format for archival purposes.
5. Within thirty (30) calendar days following final approval of the photographs to be archived by the SHPO, provide to the SHPO an archival CD with drone video, original TIFF photographic images, photo key, and map documenting the location and direction of each photograph.
6. Prepare a photographic/drone video record for Buildings 600 and 601, if requested by client.

HISTORIC BUILDINGS SURVEY

1. Conduct an intensive level survey of historic hangars at Forbes Field to determine eligibility for the National Register of Historic Places.
2. The survey will include 11 buildings dating to 1982 or before and located along the runway apron (Buildings 600, 601, 602, 603, 604, 605, 609, 612, 625,

626, and 627). The survey will not include buildings previously documented or buildings on property owned or managed by the Kansas National Guard.

3. Submit the survey via the Kansas Historic Resources Inventory (KHRI) portal to SHPO for review and comment.

SCOPE OF WORK - HOURLY ITEMS

1. **General Consultation and Communication**: Engage with client and/or project team members as needed.

2. **Revisions to Survey Entries**: Revise/amend building survey entries in KHRI as requested by SHPO.

3. **Meetings**: Heritage to prepare for and attend virtual or in person calls/meetings as requested.

4. **Reporting and Monitoring**:
   a. Annual Report: Submit an annual report summarizing the progress made toward completion of each stipulation outlined in the Memorandum of Agreement (MOA).

   b. Completion Report: Prepare and submit to SHPO a brief written report documenting completion of the stipulations outlined in the MOA.

FEES

Heritage will undertake the tasks outlined in the above Scope of Work for the fixed fees plus the hourly items listed below, plus expenses:

Fixed Fee Items - Billed upon submittal/completion
Total for fixed fee items is $29,000.

- Photographic Record (Building 619): $8,000
- Photographic Record (Buildings 600 & 601): $10,000
- Historic Buildings Survey: $11,000

Hourly Items (as needed) - Billed as services are provided

- General Consultation and Communication: Outside of fixed fee items.
- Revisions to Survey Entries: The level of effort to revise survey entries can vary widely depending on the information requested by SHPO.
- Meetings: Preparation, attendance at meetings, and follow-up.

- Reporting and Monitoring: Preparation of annual and project completion reports. Fees are estimated at $1,500 for each report, including related meetings and consultation to verify completed work.

ADDITIONAL SERVICES

Services outside the above Scope of Work will be billed at hourly rates plus expenses. An Amendment to this Agreement can be provided for Additional Services if necessary.

HOURLY RATES

Services performed on an hourly basis will be billed at the hourly rates in effect at the time the services are performed. Hourly rates for 2026 are listed below.

Senior Advisors	$300-$325/hour
Director	$275/hour
Senior Project Manager	$250/hour
Project Manager	$220/hour
Senior Project Coordinator	$205/hour
Project Coordinator	$185/hour
Researcher	$100/hour

Heritage reserves the right to increase hourly rates on January 1st of each year.

REIMBURSABLE EXPENSES

Client will be billed for actual costs incurred for travel expenses, photograph printing, research fees, express delivery, and any other costs incurred. Photocopies will be billed at 15 cents per black and white copy and 45 cents per color copy.

RETAINER

Heritage will require a retainer in the amount of $3,000 for the Scope of Work to commence. The retainer will be applied to the final invoice(s) and the balance will be refunded.

Office of: President

To: Board of Directors

From: Curtis S. Sneden

Subject: **Approval of Purchase of Airport Operations Vehicle (Board Action Required)**

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

Date: October 20, 2026

MTAA staff believe a dedicated vehicle available for airport operations is necessary to enable the Director of Airports, and his or her staff, to efficiently work at both airports and perform duties including:

- Airfield and facility operations
- Winter snow operations, including friction testing and FICON NOTAM coordination
- Employee and Operational support
- Oversight and support of construction project both on and off the airfields
- Transportation of airport tenants, clients, contractors, and visiting officials requiring airfield access or escort
- Other operational needs requiring a properly equipped (lights and airfield radio) airport vehicle

Staff have identified a 2020 Ford Explorer with 68,195 miles available from the state surplus office for a price of $16,000.00.[1] This vehicle would be a practical and cost-effective addition to the MTAA Fleet. Also in order to properly equip the vehicle, a radio purchase of $3,131 will be required, as well a lightbar in the amount of $1,157. Staff therefore recommend approval of the purchase of the identified vehicle and necessary equipment for a price not to exceed Sixteen Thousand dollars ($20,288) plus applicable fees, if any.

[1] This purchase is exempt from competitive bid pursuant to Section II(5)(b) of MTAA's Competitive Bid policy because the state surplus office represents an established market.

TBS
ELECTRONICS, INC.

5225 SW TOPEKA BLVD
TOPEKA, KS 66609
Phone: 800-530-5550
Fax: 785-862-7647
Email: tbs@tbselectronics.com
Website: www.tbselectronics.com

Estimate

10/06/2026

S236260

Bill To:

METROPOLITAN TOPEKA AIRPORT AUTHORITY
6510 SE FORBES AVE
TOPEKA, KS 66619
Phone: 785-862-2362

Ship To:

METROPOLITAN TOPEKA AIRPORT AUTHORITY
6510 SE FORBES AVE
TOPEKA, KS 66619

Contact: METROPOLITAN TOPEKA AIRPORT AU

Customer: METROPOLITAN TOPEKA AIRPORT AUTHORITY

Seller	Payment Terms	PO Number	Carrier	Customer #
CHAD	NET 30 - PO		INSTALL	420016

Item #	Type	Number / Description	Unit Price	Qty Ordered	Total Price
1	Sale	A120 - AIR BAND MOBILE	$ 1,225.00	1 ea	$ 1,225.00
2	Sale	CM300D/A U40 - UHF, 40W, 99CH, ANALOG	$ 635.00	1 ea	$ 635.00
3	Sale	RFU6001 - MINI UHF CONNECTOR	$ 3.00	1 ea	$ 3.00
4	Sale	HLN9457 - 16 PIN ACCESSORY CONNECTOR	$ 8.00	1 ea	$ 8.00
5	Sale	QWFT120 - FIELD TUNABLE 1/4 WAVE	$ 19.00	1 ea	$ 19.00
6	Sale	QW450 - UHF 1/4 WAVE ANTENNA	$ 12.00	1 ea	$ 12.00
7	Sale	AT17 - 3/4 ANTENNA BRACKET (FORD 250/350 08-10)	$ 28.00	2 ea	$ 56.00
8	Sale	425-3816 - MAGNETIC MIC	$ 62.00	2 ea	$ 124.00
9	Sale	RFU505 - UHF MALE CRIMP CONNECTOR	$ 5.00	1 ea	$ 5.00
10	Sale	MB8U - MOUNT, 3/4, 58U SOLID CONDUCTOR, NO CONNECTOR	$ 22.00	2 ea	$ 44.00
11	Sale	TECH LABOR 4 - TECH LABOR 4 INSTALLED (2) RADIOS IN TRUCK #220	$ 100.00	10 hr	$ 1,000.00

SubTotal:	$ 3,131.00
Sales Tax:	$ 0.00
Payment Amount:	$ 0.00
Balance Due:	$ 3,131.00

Signature: _____ Date: _____

QUOTE

MTAA-Maintance
6510 SE Forbes Ave
Bldg. #620
TOPEKA KS 66619

Date
Oct 10, 2026

Expiry
Nov 9, 2026

Quote Number
QU-0038

785 Upfitting
3550 SE 85th St
BERRYTON KS 66409
UNITED STATES

2020 Explorer

This will be for a Amber/Clear Half/Half light bar, designed to be mounted on the roof of the vehicle, cable can either be ran inside through a door, or we can drill and seal it through the roof.the first optiion is to just do the magnetic mount that I suggest does not get driven at high speeds, however I know there are plenty of people that do it and have not had an issue.

We also have the option of doing a permanent mount bracket, that will be mounted to the roof, sealed to not allow water in, and be a more permanent fixture of the vehicle. This is a more robust addition but will require additional labor as it is more labor intensive.

Description	Quantity	Unit Price	Tax	Amount USD
Labor: Install Mini Lightbar with magnetic mount, program flash patterns, and perform burn in.	1.00	95.00		95.00
Feniex: Fusion Mini 27"	1.00	589.00	Tax Exempt	589.00
Permanent Mount Bracket- Can install as a choice over the magnetic mount if requested, permanent	1.00	29.00	Tax Exempt	29.00
Labor: Additional Labor for installation of permanent mount bracket	3.00	95.00		285.00
Shop Supplies	1.00	19.00	Tax on Sales	19.00
Shipping- This is a estimated price for shipping. I will not know the full cost until the invoice is made.	1.00	140.00	Tax Exempt	140.00
			Subtotal	1,157.00
			TOTAL TAX	0.00

TOTAL USD	**1,157.00**

Terms

This estimate is good for 30 days, after 30 days you may request a new estimate that will provide all the updated pricing. If you have any questions please feel free to contact me.

Office of: President

To: Board of Directors

From: Curtis S. Sneden

Subject: **Consider Approval of Retainer Agreement With Local Lens RP**
Board Action Required

Date: October 20, 2026

As MTAA undertakes more strategic initiatives at both airports and its industrial park, its need for consistent high-quality public relations will continue to grow. An outside consultant specializing in public relations and social media could ensure the Authority (i) takes full advantage of the positive messaging our initiatives will generate and (ii) timely and appropriately addresses challenges such initiatives may provoke amongst our various stakeholders in across Shawnee County.

Local Lens PR is a unique Topeka-based public relations firm. Its founder, India Yarborough, is a seasoned journalist with a passion for helping move the community in a positive direction. Local Lens offers customized, hands-on PR service for a reasonable flexible price. The firm has proposed several retainer packages, each of which includes a monthly in-person strategy session, media coaching and interview support as needed. Staff believes the "Gold" package is best suited for the Authority's needs at this point. The monthly retainer is $1,999 and this level guarantees Local Lens dedicates up to 32 hours each month to the Authority.

The Board's approval is requested of an agreement to retain Local Lens PR for one-year at a level of $1,999 per month, or an annual total of Twenty-Three Thousand Nine Hundred Eighty-Eight dollars ($23,988.00). The one-year commitment is justified as paying for similar services on an as needed basis would cost aprx. $30,000.

2026

PR PROPOSAL

PREPARED BY LOCAL LENS PR

Presented To:

Curtis Sneden
President & Executive Director
Metropolitan Topeka Airport Authority (MTAA)

About Local Lens PR

India Yarborough
Founder, CEO

As founder of Local Lens PR, the only public relations firm in Topeka, I'm eager to share with you all LLPR has to offer. My background in journalism and public relations, alongside a passion for serving my community, led me to launch this one-of-a-kind PR firm prioritizing local and regional media outreach, and dedicated to serving small businesses, nonprofits, and community-oriented organizations. Services like press-release writing and media-pitch distribution are our specialties, and we have a knack for message crafting and communications-strategy consulting. What makes LLPR special is our desire to walk arm in arm with our clients to help tell stories holistically—because just as you are more than the work you do, your brand is more than the product or service you offer. With powerful PR in your pocket, you are destined to enhance your reach and impact. Let LLPR help, and we'll take your messaging to the next level. I've taken our recent conversations about MTAA into account and prepared the following project proposal for your consideration. Please don't hesitate to contact me with any questions or concerns! I hope for the opportunity to work together and look forward to hearing from you.

Warm regards,

India

Overview

Here's what to expect

The Proposal

MTAA has an abundance of good news to share: a signed MRO hangar lease, a growing Billard Aiport, newly appointed leadership, and renewed work toward commercial air service. MTAA is also fielding questions about how its land should be developed, including preliminary data center inquiries. Organizations that grow in moments like this are the ones that communicate early, clearly and often. This proposal outlines how LLPR could help MTAA share its story and evolving work with the people whose support matters most: area residents, companies and local employers, developers, and community partners.

Goals and Strategy

LLPR aims to help MTAA reach more Topekans; lead open, fact-based conversations about land development; share the jobs and economic impact Topeka's airports make possible; and build the community support future air service will need. The possibilities outlined in this proposal position PR as a core investment worth making as new leadership takes the helm. Strategic goals may include building greater awareness of Topeka Regional's MRO hangar and Billard Airport's progress, growing an active and consistent social media presence, building visible community support for future air service, and telling MTAA's story in the context of Topeka's growth.

The Opportunity

A strong story more Topekans need to hear

MTAA has spent several years building the case for its airports: infrastructure upgrades, a signed hangar lease, new tenants and training programs at Billard, and ongoing conversations with airlines. Much of that story has been told in trade and business publications. A leadership transition is the natural moment to bring it home to the community.

12,803 ft.

Primary runway at Topeka Regional, the longest runway in Kansas

444 acres

Development-ready property at Topeka Regional

~350 jobs

Projected at the 80,000 sq. ft. MRO hangar, expected late 2027

1,300+

Topekans who drive to Kansas City every day to catch a flight

Part of Topeka's growth story

MTAA's work supports several Momentum 2027 objectives, including Promote & Attract, Cradle through Career, and Proud & Aware. LLPR would coordinate with GO Topeka and the Greater Topeka Partnership so that MTAA's milestones reinforce the community's broader message about jobs, talent and opportunity.

Development conversation underway

Interest in MTAA's land, including data center inquiries, has drawn public attention as community conversations around data centers have progressed. Topeka and Shawnee County issued a six-month moratorium on data center approvals, while residents have raised questions about water, power, noise, tax revenue and transparency. This moment allows MTAA to answer questions directly before a proposal moves forward.

Ready for the next milestone

Many Topekans want local air service and have followed MTAA's progress closely. When the next air service opportunity or milestone arrives, MTAA will want to activate a community that understands how the process works and is ready to show its support.

PRIORITY COMMUNICATION OPPORTUNITY

Land Development & Data Center Communications

GOAL: Prioritize open, fact-based community conversations to increase understanding about how MTAA's land is developed, including through potential data-center projects.

Data center proposals have become one of the most closely watched issues in Shawnee County. Residents want clear answers about water, power, noise, tax revenue and how decisions are made. They're also processing local news in the context of global conversations around the impact of AI. MTAA has an opportunity to ground local conversations by sharing accurate, unvarnished information early; listening to concerns with genuine respect and interest; and demonstrating how its board weighs proposals before applications are filed or final decisions are made.

COMMUNICATION DELIVERABLES MAY INCLUDE:

- Issue assessment and stakeholder map that comes before further public messaging, painting an accurate picture of where the issue stands, what people are saying, what they're worried about, and who most needs to hear from MTAA directly.
- A message platform for land development, including how data center proposals fit MTAA's broader development goals. This would be a single-source document for everything MTAA says publicly about how its land gets developed, ensuring staff present a unified message. Core messaging is framed around "land development," rather than just the data center, because MTAA has hundreds of acres to market; while the data center is drawing attention now, a broader messaging platform lets MTAA explain its whole approach to weighing and pursuing development projects of all kinds.
- Public fact sheet and FAQ on water, power, noise, land use and tax revenue, built from verified information about the data-center proposal.
- A consistent explanation of how development on MTAA land affects local tax revenue and examples of how that tax revenue impacts the community.
- A plan for public-input opportunities and clear invitations for community members and stakeholders to engage in conversations about development impacting the community.
- Presentation and Q&A support to prepare for city council, county commission and MTAA board meetings.
- Rapid-response protocol, media statement and explainer graphics for social media.

PRIORITY COMMUNICATION OPPORTUNITY

Communications Plan & Messaging for MTAA's Next Chapter

GOAL: Give MTAA one clear, consistent story for its next chapter, and prepare its leaders to tell it.

With a new President and Executive Director, a new Director of Airports, and a full slate of development efforts ahead, MTAA needs a shared foundation for everything it communicates publicly. A comprehensive communications plan becomes that foundation, supporting work in the year ahead.

COMMUNICATION DELIVERABLES MAY INCLUDE:

- A year-long communications plan informed by discovery sessions with MTAA leadership, that includes an audience map, core narrative and message house, spokesperson guide, issues readiness protocol for sensitive or fast-moving topics, and a communications calendar tied to known milestones. Social media strategy and proposed documents like the message platform for land development (suggested among deliverables on page five) would become adendums to the communications plan, along with any other additional adenda identified during the planning process.
- Media training for MTAA leadership once the plan is finalized, ensuring all potential spokespeople and internal advocates have and use the same language to describe and promote the organization's future and strategic direction. The training would be built specifically to align with the communications plan.
- Development of visuals (photos, graphics), written assets (press releases, statements for media), and related deliverables to support execution of the communications strategy.

PRIORITY COMMUNICATION OPPORTUNITY

"Fly Topeka" Community Support Campaign

GOAL: Turn Topeka's appetite for local air service into visible, measurable community support.

Airlines weigh demand and community commitment when choosing new markets. Local and regional airports in Paducah, Kentucky; Brownsville, Texas; and Moore County, North Carolina, have used pledge campaigns to demonstrate that support in a way airlines can measure. A Topeka campaign would give residents and employers a concrete way to help, while explaining clearly how air service decisions get made and offering the community a shared sense of ownership over the opportunity.

COMMUNICATION DELIVERABLES MAY INCLUDE:

- Campaign strategy, name and creative direction, developed in collaboration with MTAA and GO Topeka.
- Plain-language explainer on how airlines choose markets and how revenue guarantees function.
- An area-residents pledge to fly Topeka first, plus employer commitment levels with public recognition for participating businesses.
- Outreach toolkit for the Chamber, GO Topeka, participating businesses and civic partners to share with their networks.
- A press release and targeted media pitch to announce the campaign's launch.
- Social media launch content, including custom graphics and videos.
- An announcement playbook for how messaging and media should be handled once an airline agreement is signed and an air service announcement is ready to be made.
- Guidance on public timing so dates and destinations are shared only once an agreement is final.

RELATED OPPORTUNITY TO CONSIDER

On-Site Community Events Series

GOAL: Help Topekans discover and learn more about what happens at their airports, including who makes it possible.

Most Shawnee County residents never see the inside of Topeka Regional or Billard Airport. A few well-produced events each year can change that, give reporters a reason to visit, and build goodwill for MTAA's development and air-service goals.

EVENT IDEAS COULD INCLUDE:

- Small-group tours of Forbes Field, including the MRO hangar site as construction progresses.
- A hangar milestone celebration (preview day, ribbon cutting, etc.) open to the public and media.
- An aviation career day in partnership with local schools, flight academies or similar organizations. Also, explore whether an opportunity exists to partner with the Museum of the Kansas National Guard and Girl Scouts to participate in or support the annual Girls in Aviation Day.
- Hosting a fly-in breakfast or lunch at Billard's airport restaurant.
- MTAA presence at Thunder Over the Heartland and relevant community events and festivals.

COMMUNICATION DELIVERABLES MAY INCLUDE:

- Event concept, run of show and partner coordination.
- Promotion through news media, social media and partner networks.
- Media invitations and on-site media support.
- Day-of support and recap content for MTAA channels.

YEAR-ROUND OPPORTUNITIES UNDER A RETAINER

After the priority launches and deliverables, these services keep MTAA's story moving forward every month, with milestones framed around job creation, economic impact and community development.

Media relations & milestone storytelling

Proactive pitching to KSNT, TK Business Magazine, The Topeka Capital-Journal, WIBW, and regional business and aviation trade outlets. Releases and pitches may include hangar-construction milestones, new tenants, airport development progress, Billard training programs, funding wins and leadership news. Media relations includes reporting on earned media to MTAA leadership and ensuring an updated news section on MTAA's website.

Social media management

Create MTAA accounts on select platforms (e.g. LinkedIn) if needed. Recommending 9-11 original social media posts per month (2-3 per week) on each MTAA social channel. Management includes content creation, monthly content calendars with posting strategy and captions, monthly analytics reporting, and follower engagement. Content may include tenant spotlights, hangar progress, before-and-after comparisons, pilot features, stakeholder testimonials, and more.

"From the Desk of Curtis Sneden" series

Produce a monthly executive column on MTAA's progress and priorities, published on MTAA's website and LinkedIn and distributed via email newsletter to stakeholders and community members.

Speaking engagements

Book and prepare MTAA leadership for local events and speaking opportunities that align with MTAA's mission, providing talking points and presentation support as needed.

Development communications & issues counsel

Ongoing support as development proposals evolve and projects progress. Includes coordinating messaging and shared announcements with key partners, monitoring public conversation, keeping fact sheet and FAQ documents current, helping leaders prepare for public meetings, and offering counsel on time-sensitive news as issues advance.

LLPR'S MULTI-SERVICE RETAINER PACKAGES

A retainer package with LLPR will most effectively allow the firm to support MTAA's ongoing communication efforts. Retainer packages are outlined below, with pricing for a one-year agreement reflected on the following page. Given the scope of work outlined above, LLPR recommends its "Platinum Package," committing the agency to 68 hours of PR work per month and allowing for on-call counsel with after-hours availability.

STARTER PACKAGE 1,299.00/month

Each month includes an in-person strategy session, media coaching and interview support as needed, and the flexibility to mix-and-match PR services for up to 20 hours per month.

(Estimated $1,615-$2,200 monthly a-la-carte value)

GOLD PACKAGE 1,999.00/month

Each month includes an in-person strategy session, media coaching and interview support as needed, and the flexibility to mix-and-match PR services for up to 32 hours per month.

(Estimated $2,214-$3,520 monthly a-la-carte value)

PLATINUM PACKAGE 5,999.00/month

Each month includes up to two strategy sessions, media coaching and interview support as needed, and the flexibility to mix-and-match PR services for up to 68 hours per month. At this package level, LLPR strives to be on call outside standard business hours to meet your communication needs whenever they arise.

(Estimated $6,932-$7,480 monthly a-la-carte value)

*Retainer packages are available for agreements of six months or more. Services are offered at a discount under these longer-term contracts.

RETAINER PRICING: 12-MONTHS RECOMMENDED

Starter Package

"STARTER PACKAGE" RETAINER:		**1,299.00/month**
RECOMMENDED AGREEMENT:	×	**12 months**
TOTAL:		**15,588.00***

*The estimated value of this package for a one-year agreement is $19,380.00-$26,400.00, as services offered under retainers are discounted.

Gold Package

"GOLD PACKAGE" RETAINER:		**1,999.00/month**
RECOMMENDED AGREEMENT:	×	**12 months**
TOTAL:		**23,988.00***

*The estimated value of this package for a one-year agreement is $26,568.00-$42,240.00, as services offered under retainers are discounted.

Platinum Package

"PLATINUM PACKAGE" RETAINER:		**5,999.00/month**
RECOMMENDED AGREEMENT:	×	**12 months**
TOTAL:		**71,988.00***

*The estimated value of this package for a one-year agreement is $83,184.00-$89,760.00, as services offered under retainers are discounted.

Thank you for considering

We hope to be *your* partner in press.

---

www.LocalLensPR.com
India@LocalLensPR.com
785.845.9489

Office of: President

To: Board of Directors

From: Curtis S. Sneden

Subject: **Consider Approval of Mini Splits for Building 167**
Board Action Required

Date: October 20, 2026

MTAA has negotiated a lease for Building 167. The terms of that lease entail MTAA performing various improvements within the building, including installation of a small HVAC system to treat the air in the office area of the building.

MTAA staff have ascertained two quotes for the installation of two HVAC units in Building 167. A third quote was sought but that local vendor declined to participate owing to existing workload. The lower of the two was submitted by McElroy's in the amount of $21,806.75. The negotiated lease rate takes into account the cost of MTAA's improvements such that over time, MTAA will recover its investment.

The Board's approval is requested of the expenditure of not more than Twenty-Four Thousand dollars ($24,000) for the purchase and installation by McElroy's of 2 mini-split HVAC units at Building 167. This represents approximately 110% of the quoted amount, i.e. to take account of minor scope changes which may arise.

Prepared for:

Forbes Field
(785) 633-9957
6510 SE Forbes Ave
Berryton, KS 66619 USA

Green Factor
Phone: (785) 256-9443
1881 E 1450 Rd.
Lawrence, KS 66044
www.gfipro.com

Prepared By: Steve Tibbits : (785) 423-0217
steve@gfipro.com

ESTIMATE	ESTIMATE DATE
476817438	10/5/2026

JOB ADDRESS
6510 SE Forbes Ave
Berryton, KS 66619 USA

2 Aurora Outdoor low Temperature Heat Pumps with 5 High wall indoor units
$23,108.86

SERVICE

	QTY
Install 1.5 Ton Multi port aurora Low Temp Outdoor Mini Split with 2- High Wall Indoor units	1
Install 2 Ton Multi port Aurora low temp Outdoor Mini Split with 3- High Wall Indoor units	1

Sub Total	**$23,108.86**
Taxes	**$0.00**
Deposit/Downpayment	**$0.00**
Total Due	**$23,108.86**

This estimate outlines the expected scope of work based on the information we currently have. Please note that it's not a final bill it's meant to give you a clear understanding of what the project may involve and help set expectations upfront.

Once we receive the finalized scope or insurance approval (if applicable), we'll follow up with any updates or adjustments.

THANK YOU FOR CHOOSING GREEN FACTOR

We appreciate your interest in Green Factor for your Home Services.
Our goal is to provide exceptional craftsmanship and customer service, ensuring your home is well-protected and that you're completely satisfied with the results.
Please don't hesitate to reach out if you have any questions or need further details.
We look forward to working with you!

Proposal Authorization: Contractor proposes to supply the products and services for the amount listed and to furnish the labor and materials needed to complete the work ("Work"). The Work described above and the Terms and Conditions printed with this page are understood and accepted by you, the Buyer, and are made part of this Agreement. You agree to purchase the Work and provide full payment upon completion. This proposal is valid for 90 days and may be withdrawn at any time.

Customer Consent

I/We the undersigned owners of the property described above, authorize Green Factor Insulation to furnish and install all materials and labor as defined below according to the following specifications and subject to the conditions of the premises.

October 7, 2026

Attn: Terry Poley
MTAA Property
438 SE 61st St
Topeka, KS 66619

Bid Number: 261007-0024

Project: Install two Carrier mini split units

McElroy's Inc. is pleased to submit this proposal for the above reference project. Our scope of work is defined as follows.

- Install one Carrier multizone heat pump outdoor unit on the east side of the building. Mount unit on wall mount bracket 3 feet off the ground. Install 4 wall mount indoor units, one in each of the 3 offices and 1 in the break room.
- Install one Carrier single zone heat pump outdoor unit on the east side of the building. Mount unit on wall mount bracket 3 feet off the ground. Install 1 wall mount indoor unit in the conference room.
- Run refrigerant line sets and communication wiring between the indoor and outdoor units as needed.
- Run condensate drain lines out the exterior wall.
- Pressure test and evacuate each system.
- Perform complete startup and checkout of each system.
- All labor, material, equipment and standard shipping included.

Items not included are as follows:

- **Overtime or Premium Wages**
- **Sales Tax**
- **Main Power Wiring**

Total Net Price For Above Referenced Project..... $21,860.75

Thank you for the opportunity to bid this project. Please don't hesitate to call me if you have any questions regarding this proposal. I can be reached at (785) 267-9017.

Sincerely,
McElroy Controls

Jason Long
Commercial HVAC Consultant

AGREED TO AND ACCEPTED
Authorized Signature: _____
Printed Name: _____
Title: _____

Note: Terms of this proposal are good for 30 days unless otherwise noted

Office of: President

To: Board of Directors

From: Curtis S. Sneden

Subject: **Consider Approval of Fencing on Topeka Regional Business Center**
Board Action Required

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

Date: October 20, 2026

This item is related to Agenda Item 11. The new tenant taking occupancy of Building 167 also requires a small lot space upon which to store equipment and supplies. The lease entails MTAA's installing fencing around that lot. The negotiated lease rate takes into account the cost of MTAA's improvements such that over time, MTAA will recover its investment.

MTAA staff have ascertained quotes from three fencing contractors. A comparison of the bids is attached.

The Board's approval is requested of the expenditure of not more than Eighteen Thousand Seven Hundred Fifty dollars ($18,750) for the purchase and installation by Davis Fence of a 6' chain link fence around a portion of the lot and utilization of the existing fence for the remainder. This represents approximately 110% of the quoted amount, i.e. to take account of minor scope changes which may arise.

Kent Fence Co., Inc.
510 SE 15th St
Topeka, KS 66607-1206 US
7852332291
email@kentfenceco.com

Estimate

ADDRESS	SHIP TO
Forbes Field - Metropolitan Topeka Airport Authority 6510 SE Forbes Ave., Ste. 1 PO Box 19053, Topeka KS 66619	Forbes Field - Metropolitan Topeka Airport Authority 6331 University Topeka KS

ESTIMATE #	DATE	
12245	10/06/2026	

TERMS
50% Down/Balance On Completion

DESCRIPTION	QTY	AMOUNT
Install 6' Tall 9 Gauge Galvanized Chain Link with 7 Gauge Kickwire and 3-Strand Barbwire, 2-1/2" Line Posts 40W, 1-5/8" Top Rail 40W	618	31,582.00T
3" Terminals	4	0.00T
4" Gate Posts	6	0.00T
4" Tie Ons	3	0.00T
24' Cantilever Gates	2	0.00T

*All Sales Tax Applicable
*Quote Good for 30 Days
*One Year Warranty on Material & Workmanship
*Kent Fence will Contact Dig Safe
*Fence Permit is Customer's Responsibility
*Property Line Disputes are Customer's Responsibility
*Kent Fence is Not Responsible for any Landscaping, or Private Utility Damage.
*If we Encounter Rock During Installation, There May be an Additional Charge.

SUBTOTAL	31,582.00
TAX	0.00
TOTAL	**$31,582.00**

Thank You For This Opportunity!

Accepted By

Accepted Date

Kansas Fencing, Inc.
785-836-3180
KANSAS FENCING INC. PO Box 8069
TOPEKA, KS 66608-8069 785-836-3180 785-836-3175 fax
KansasFenceCo.com

PROPOSAL/CONTRACT

09/30/2026

Customer Information:

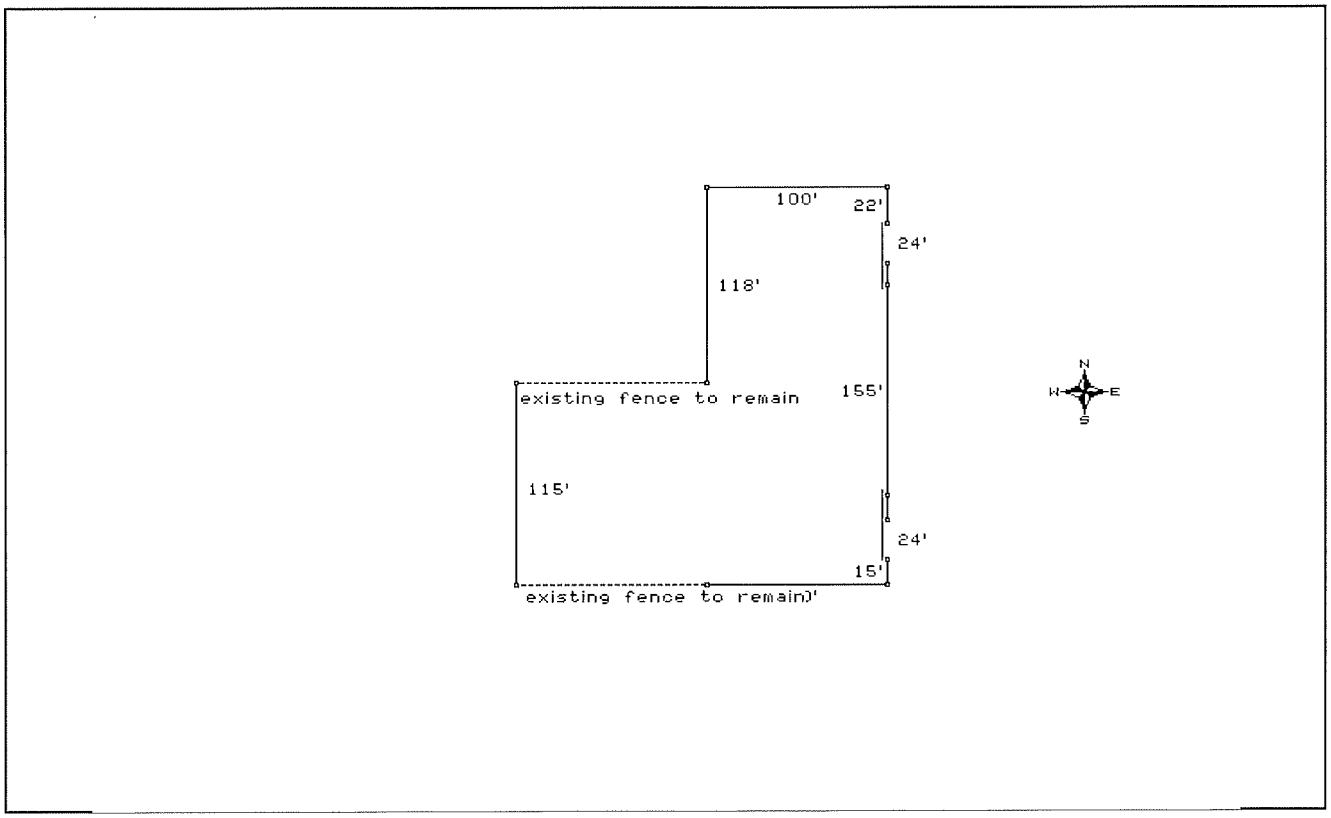
MTAA
SE Johnston & 70th rd
TOPEKA, KS 66619

Job Information:

Terry Poley
tpoley@mtaa-topeka.org
785-862-0711

Notes:
Provide and install --674'-- of 6' tall galvanized chain link fence with two 24' wide steel cantilever gates. Gate will be manually operated. All posts to have concrete footings. Removal and disposal of the existing chain link is included.

Taxes are included. If a PEC is provided the taxes will be removed from invoices. ($2,248.71) amount of tax.



Approved & Accepted for Customer:

Customer Date

Contract Amount: $ 26299.01

Down Payment: $

Balance Due: $ 26299.01

Accepted for KANSAS FENCING INC.:

Randall Collins Digitally signed by Randall Collins DN: C=US, E=randall@kansasfenceco.com, O=Kansas Fencing Inc., CN=Randall Collins Date: 2026.10.02 11:55:57-05'00'

Salesperson Date

Kansas Fencing, Inc.
785-836-3180
KANSAS FENCING INC. PO Box 8069
TOPEKA, KS 66608-8069 785-836-3180 785-836-3175 fax
KansasFenceCo.com

PROPOSAL/CONTRACT

09/30/2026

Customer Information:

MTAA
SE Johnston & 70th rd
TOPEKA, KS 66619

Job Information:

Terry Poley
tpoley@mtaa-topeka.org
785-862-0711

Notes:

- 72" 9 GA. GAW (2" Mesh) KT CHAIN LINK FABRIC -
1 5/8" CS40 PIPE TOP RAIL
2 7/8" X 10'6" CS40 PIPE CUT POST
1 7/8" X 8' CS40 PIPE CUT POST
4" X 10'6" CS40 PIPE CUT POST
2 7/8" STEEL 3/4" MSB BRACE BAND
4" STEEL 3/4" MSB BRACE BAND
2 7/8" STEEL 3/4" LST TENSION BAND
4" STEEL 3/4" LST TENSION BAND
1 5/8" COMBO PRESSED STEEL RAIL-END
72" 1/4" X 3/4" TENSION BAR
1 7/8" X 1 5/8" PRESSED STEEL 45 DEG. ARM BA BARB WIRE ARM
2 7/8" PRESSED STEEL DOME SDC CAP
4" PRESSED STEEL DOME SDC CAP
1 5/8" (6" LONG) LTS SLEEVE
6 1/2" 9 GA. ALUMINUM TIE WIRE
5/16" X 1 1/4" HOT GALVANIZED W/NUT CARRIAGE BOLT
12 1/2 GA. 4 PT. IMPORT BARB WIRE
7 GA. VEE CRIMP TENSION WIRE
9 GA. ALUMINUM-LB HOG RING
TRUCK POURED CONCRETE
72" X 24' 2 3/8" CS40 PIPE CANTILEVER GATE W/BARBED WIRE (Gate Only)
1 7/8" X 4" CGL CANTILEVER GATE LATCH
4" X 2 3/8" NYLON T/B CANTILEVER GATE ROLLER

TERMS & CONDITIONS

Warranty: KANSAS FENCING INC. agrees to guarantee above fence to be free from defects in materials and workmanship for two years. (One year for wood fences and automatic gate systems). See additional info regarding wood fences below.If customer purchased an Alumi-Guard product, you must register your product by going to the following link: https://www.barretteoutdoorliving.com/product-registration. If customer purchased a Husker Vinyl fence, you must register your product by going to the following link: https://www.plygem.com/fence-and-rail/warranty/

Permits/ Planning: KANSAS FENCING INC. is hereby advising customer that the responsibility for complying with zoning/planning regulations and obtaining any required permits or approval from a Home Owners Association shall rest solely with the customer. KANSAS FENCING INC. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does KANSAS FENCING INC. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed by a licensed surveyor.

Utilities: KANSAS FENCING INC. will assume the responsibility for having underground PUBLIC utilities located and marked by calling 811 to locate underground utilities.

CUSTOMER Initial _____

SALESPERSON Initial _____

Kansas Fencing, Inc.
785-836-3180
KANSAS FENCING INC. PO Box 8069
TOPEKA, KS 66608-8069 785-836-3180 785-836-3175 fax
KansasFenceCo.com

PROPOSAL/CONTRACT

09/30/2026

Customer Information:

MTAA
SE Johnston & 70th rd
TOPEKA, KS 66619

Job Information:

Terry Poley
tpoley@mtaa-topeka.org
785-862-0711

TERMS & CONDITIONS

- Any underground utilities not marked by 811 will need to be located and marked by the customer. Customer understands that 811 dig service will ONLY mark to the meter (water meter, electric meter). The location of those lines after the meter will NOT be marked by the dig service and will be the customers responsiblity to itentify and mark the locations, if necessary. Customer understands KANSAS FENCING INC. will NOT be held responsible for damage to underground lines from the meter to the house/building. KANSAS FENCING INC. assumes no responsibility for damage to any and all unmarked underground lines, utilities, or obstacles not marked by the 811 dig service. Examples of private lines that will NOT be marked by the 811 dig service and KANSAS FENCING INC. assumes no liability for damage include but are not limited to: sprinkler lines, propane lines, sewer lines, downspout drain lines, electrical lines from the electrical meter to the house, any and all electrical or gas lines feeding outbuildings, lateral lines, etc. The customer will assume all liability for any damage to unmarked underground lines, utilities, and obstacles caused by KANSAS FENCING INC.. If underground lines are present in the location where the fence is to be erected, KANSAS FENCING INC recommends moving the fence a minimum of 36" away from the underground utilities. If customer will not allow the fence to be moved to miss the underground lines, KANSAS FENCING INC will need to hand dig holes at a rate of $50 per hole or in the event that there are more than 10 holes that are in conflict with underground obstibles, KANSAS FENCING INC may need to hire a third party to pot hole dig the holes with a vacuum system. The cost to vacuum dig the post holes will be an additional cost that will be billed to the customer when the job is complete. Customer agrees to pay this additional cost when the final bill is received. Additional charges for any extra work not covered in this contract that was requested by the customer will also be added.

  Rock: IF ROCK IS ENCOUNTERED WHEN DIGGING POST HOLES WHICH PREVENTS OUR STANDARD DIGGING EQUIPMENT FROM DIGGING THE HOLES TO THE PROPER DEPTH, IT MAY BE NECESSARY TO BRING IN ADDITIONAL EQUIPMENT TO REMOVE OR DRILL THROUGH THE ROCK. THE COST FOR ROCK EXCAVATION WILL BE BILLED AS FOLLOWS: $250 TRIP CHARGE, PLUS $100 PER HOLE DUG. Customer agrees to pay the additional costs associated with rock drilling when project is complete. The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced.

  Payment Terms: All payments are due upon receipt of invoice. All materials will remain the property of KANSAS FENCING INC. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt. All refunds will be issued by check.

  Unless otherwise specifically noted, all electrical wiring and conduit for automatic gate systems are to be provided and installed by others and are NOT a part of this scope of work.

  Unless otherwise specifically noted, this pricing is good for 15 days.

  Customer agrees to allow KANSAS FENCING INC. to install at least one fence sign on finished product.

  Photo Release: Customer hereby grants KANSAS FENCING INC. Permission to publish photographs and/or videos of installed work on all publication sites and social

CUSTOMER Initial _____

SALESPERSON Initial _____

Kansas Fencing, Inc.
785-836-3180
KANSAS FENCING INC. PO Box 8069
TOPEKA, KS 66608-8069 785-836-3180 785-836-3175 fax
KansasFenceCo.com

PROPOSAL/CONTRACT

09/30/2026

Customer Information:

MTAA
SE Johnston & 70th rd
TOPEKA, KS 66619

Job Information:

Terry Poley
tpoley@mtaa-topeka.org
785-862-0711

TERMS & CONDITIONS

- marketing mediums (websites, facebook, instagram, marketing brochures, etc.) -

Wood Fence Disclaimer: Customer understands when purchasing a wood fence that warping, cracking, splitting, weathering, shrinking, and expanding are all normal properties of wood pickets, rails, and posts, and are not considered warranty issues. Customer understands that unless otherwise noted in the scope of work above, the posts will be pressure treated because of it's long life expectancy. These posts WILL warp after they are installed in the field. Typically, the warping of these posts is minimal and does not create structural issues with the fence. In rare occasions, a post may warp substantially causing structural or cosmitic issues. Customer understands this warping is NOT covered under our warranty. If you would like warped posts to be replaced, the cost to do this is $150 per post with a $300 minimum fee (within 30 miles of our nearest office). KANSAS FENCING INC. DOES have steel posts available for wood fences for an additional fee of $3.00 per foot of fence. EXAMPLE: If the total linear footage of fence we quoted is 100 feet, the additional cost to upgrade to steel posts would be $300 above the price quoted below. Please let your KANSAS FENCING INC. representative know if you would like to upgrade to steel posts on your project.

If an existing fence is to be removed, unless specifically noted in scope of work above, KANSAS FENCING INC. will cut off the exising posts at or below grade and leave the existing footing in the ground and cover the cut off posts with soil.

Customer understands that some damage to existing turf and landscape may occur. Repairing turf and/or landscaping is not included in our scope of work unless specifically noted.

CUSTOMER Initial _____

SALESPERSON Initial _____

Davis Fence Co. Inc.
5001 SE Mercier
Topeka, KS 66609
7858621849
www.davisfencecompany.com

Estimate 23-1987

ADDRESS
Terry Poley
Topeka, KS 66609

DATE
10/01/2026

TOTAL
$17,046.00

PRODUCT	DESCRIPTION	LF/QUANTITY
6 ft comm c/l material w/ bw	Material cost for 6 ft commercial chain link fence including 2 7/8" sch40 terminal posts, 2" sch40 line posts, 1 5/8" sch40 top rail, 9 ga chain link fabric, and (3) strands of 4 pt barbwire	593
6 ft comm c/l install w barbwire	Installation charge for 6 ft chain link material, includes setting posts in concrete, stretching chain link fabric, installing top rail, tying chain link with aluminum fence ties, and stretching (3) strands of 4 pt barbwire	593
6 ft x 20 ft slide gate	6 ft x 20 ft commercial chain link slide gate with b/w	2
tear out	Tear out and Haul away existing fence	1
	TAX EXEMPT	

We accept cash in the office, checks by mail, and credit card over the phone with a 3% user fee.
TERMS:
** If you choose Davis Fence for your fencing needs, we require a signed estimate form, signed conditions form, and a 50% deposit toward fencing materials prior to being scheduled. (Some exemptions apply)
The balance (plus or minus changes in work) is due upon completion unless other terms are agreed upon.**

Price reflects 3% check or cash discount. If using Credit Card, the 3% will be added back into the total.

**All fence materials shall remain property of Davis Fence Company until the contract amount has been paid in full.

SUBTOTAL	17,046.00
TAX (9.15%)	0.00
TOTAL	$17,046.00

THANK YOU.

Accepted By

Accepted Date

Office of: President

To: Board of Directors

From: Curtis S. Sneden

Subject: **Consider Approval of Purchase of Updated Computers**
Board Action Required

Date: October 20, 2026

MTAA has been working to update its in-house computer workstations. Most have been updated to Windows 11 but six remain on the outdated Windows 10 operating system.

MTAA staff has ascertained a quote from Access Systems (our designated IT service provider) in the amount of $11,590.30 for the purchase of 6 HP computer workstations updated to Windows 11, and one 24" monitor for the ARFF training room.

The Board's approval is requested of the expenditure of not more than Eleven Thousand Five Hundred Ninety dollars and Thirty cents ($11,590.30) for the purchase and installation by Access Systems of the 6 workstations and monitor described in the attached quote.

STATEMENT OF WORK

t. 515-987-6227 f. 515-987-6228
www.AccessSystems.com v10.19

WO #: ASTQ41912
Date: Oct 12, 2026

Sold To

Your Sales Rep
Quote pricing expires in 5 days

Metropolitan Topeka Airport Authority (MT
Laura Hartley
6510 SE Forbe Ave
Ste 1, Building 620
Topeka, KS 66619
United States
Phone (785) 862-2362

Access Systems offers a full range of office technology solutions from IT and phone solutions to copiers and printers. Our Total IT Care offering provides one of the industry's most comprehensive managed IT solutions. Additionally, our local technicians are available to handle your onsite installation and support needs.

Alec Harter
IT Account Manager
aharter@accesssystems.com
5157063128

Qty.	Description	Unit Price	Ext. Price
	(Qty. 6) HP EliteDesk Mini (Pilot Lounge, 2 Maitenance, John Ross, Dispatch, Training) - AMD Ryzen 5 - 16 GB memory - 512 GB SSD storage - Windows 11 Pro - 4 Year Warranty	$8,890.30	$8,890.30
	(Qty. 1) 24" Monitor		
	Installation & Configuration Included: - Configure and Patch Operating System - Configure Security Software Stack - Join PC to Domain - Transfer of User Data - Add User Account and Configure Profile - Install Line of Business Applications - Install Microsoft Office (Client has Microsoft 365 subscriptions)	$2,700.00	$2,700.00
	Monitor for Training Room		

MAY NOT REFLECT OPTIONS ORIGINAL QUOTE CHANGED IN QUOTE/LET

MSP 501 by Informa
CRN Solution Provider 500 2026
CRN MSP 500 2026
CRN Fast Growth 150 2026
Microsoft Solutions Partner Modern Work
AICPA SOC SOC 2 TYPE 1 CERTIFIED

Total Price **$11,590.30**

The Total Price does not include applicable sales tax, shipping, or any charges for our Secure Data Protection Service.

By signing below, you represent to us that you have received and read the additional terms and conditions appearing on the final page of this Statement of Work. Please read carefully before signing.

Requested Install Date -
Week of: _____

_____ _____
Customer Signature **Date**

Office of: President

To: Board of Directors

From: Curtis S. Sneden

Subject: **Consider Approval of Purchase of Snow Plow For Billard Truck**
Board Action Required

Date: October 20, 2026

In preparation for the upcoming winter, MTAA maintenance has ascertained quotes for a v-shaped snowplow to affix to the Authority's F-250. A new plow will ensure MTAA staff is able to respond promptly and efficiently to snow events and the v-shape will enable staff to more effectively remove snow in and around the T-hangars at Billard.

MTAA staff recommends purchase from Smitty's Lawn and Garden Equipment of a 9'6" HDV Blade for the price of $10,505.04, plus $700 for installation.

The Board's approval is requested of the expenditure of not more than Eleven Thousand Five Hundred dollars ($11,500) for the purchase and installation of the described snowplow, i.e. enough to cover any minor changes in scope.

Smitty's Lawn & Garden Equipment
2300 Rogers Rd.
Olathe, KS. 66062
Phone: 913-642-2489
www.smittyslg.com

Invoice Estimate 202018

ALL SALES ARE FINAL ON SERIALIZED EQUIPMENT, SPECIAL ORDERS AND ELECTRICAL PARTS. RETURNS FOR STOCKING PARTS MUST BE WITHIN 30 DAYS AND HAVE A RECEIPT. THANK YOU FOR YOUR BUISINESS!

Bill To	Ship To
Metropolitan Topeka Airport Authority Po Box 19053 TOPEKA, KS 66619	

Customer	Contact	Customer Tax Number	Phone	Cell Phone	Transaction	PO Number
46040		KSKWGG40V8	(785) 862-2362		Estimate	

Counter Person	Sales Person	Date Printed	Reference	Email Address	Department
Tom	Tom	10/13/26	202018		Sales Retail

Section 2 Snow-Ex 9'6" HDV - In-Stock, Ready for Install

Labor	Line	Mechanic	Description	Rate	Time	Amount
Plow	SXEW		Plow Install	$50.00	14:00	$700.00

Model	Line	Description	Ordered	B/O'd	Shipped	List	Net	Amount
77780	SXEW	9'6" HDV Blade Crate MS	1		1	$11,555.54	$10,505.04	$10,505.04

NO RETURNS ALLOWED ON SERIALIZED EQUIPMENT.....EQUIPMENT FAILURES WILL BE SERVICED AND HANDLED ACCORDING TO THE MANUFACTURERS WARRANTY POLICY.	
Notes:	Customer acknowledges receipt thereof:

From: _____
To: _____
Subject:
Date:

Sent via the Samsung Galaxy S26, an AT&T 5G smartphone
Get Outlook for Android

From: Anthony <anthony@westernparts.com>
Sent: Friday, 09 October 2026 12:49:36
To: Terry Poley <tpoley@mtaa-topeka.org>
Subject: Western Plow Quote - Wideout

Terry,
Thank you for your interest in the Western Wide-Out and Wide-Out XL. You can watch this YouTube video about it here: Western WideOut Product Video Do you have any questions about the plow that I can answer? I've included your pricing information below:

- Complete Plow Package w/ Halogen Headlights Gen 2 8'-10' - $10,120
- Complete Plow Package w/ Halogen Headlights XL 8'6"-11' - $10,720

Comercial Size Trucks - Add $600.00 for Commercial Plow Mount.

LTL Freight - $477.79
For plows not on hand, an Inbound Logistics Fee of $300 will apply. This will show in your Finalized Quote if you decide to proceed with an order.

This product requires a commercial address w/dock/forklift for delivery

What's Included:

- Plow Blade w/ Cutting Edge
- Plow Controller - Joystick or Handheld (No Extra Charge)
- Hydraulic Unit
- Halogen Headlamps
- Vehicle Specific Mount & Wiring Harness
- All Common Wiring Components
- All Plow Frame Components

Optional Accessories:

- LED Headlight Upgrade (Removes Halogens) - $550
- Skid Shoe Kit

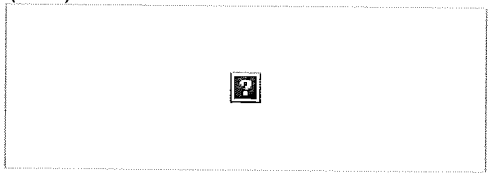
Emergency Parts Kit

- Rubber Snow Deflector 8'-10'
- Rubber Snow Deflector 8'6"-11'
- Back Drag Cutting Edge - 8'-10
- Back Drag Cutting Edge - 8'6"-11'

If you have additional questions please let me know! If you would like to place an order, please reach out to me directly and I can get the process started!

Due to material and product availability, this product and its pricing are subject to change
Thank you,

Anthony H.
Parts Specialist & Shipping Logistics
Westernparts.com
(269) 870-8364



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Powered by HubSpot.

From: Terry Poley
To: Laura Hartley
Subject: Fw: Western Plow Quote - MVP PLUS
Date: Friday, October 9, 2026 4:35:01 PM

Sent via the Samsung Galaxy S26, an AT&T 5G smartphone
Get Outlook for Android

From: Anthony <anthony@westernparts.com>
Sent: Friday, 09 October 2026 12:50:56
To: Terry Poley <tpoley@mtaa-topeka.org>
Subject: Western Plow Quote - MVP PLUS

Terry,

Thank you for your interest in the Western MVP Plus. You can watch this YouTube video about it here: MVP Plus Product Video Do you have any questions about the plow that I can answer? I've included your pricing information below:

- Complete Plow Package w/ Halogen Headlights Steel 8'6" - $8,520.00
    - Complete Plow Package w/ Halogen Headlights Steel 9'6" - $8,920.00
    - Complete Plow Package w/ Halogen Headlights Poly 8'6" - $8,820.00
    - Complete Plow Package w/ Halogen Headlights Poly 9'6" - $9,220.00

Comercial Size Trucks - Add $600.00 for Commercial Plow Mount.

LTL Freight - $277.79
For plows not on hand, an Inbound Logistics Fee of $300 will apply. This will show in your Finalized Quote if you decide to proceed with an order.

Additional Freight Options:

- Lift Gate (Required if you do not have equipment for offloading the truck) - $60.00
- Residential Delivery Fee - $75.00

What's Included:

- Plow Blade w/ Cutting Edge
- Plow Controller - Joystick or Handheld (No Extra Charge)
- Hydraulic Unit

- Vehicle Specific Mount & Wiring Harness
- All Common Wiring Components
- All Plow Frame Components

Optional Accessories:

- LED Headlight Upgrade (Removes Halogens) - $550
- Rubber Snow Deflector
- Skid Shoe Kit
- Curb Guard Kit (Pair)
- Blade Stop Kit
- Plow Wings

If you have additional questions please let me know! If you would like to place an order, please reach out to me directly and I can get the process started!

Due to material and product availability, this product and its pricing are subject to change
Thank you,

Anthony H.
Parts Specialist & Shipping Logistics
Westernparts.com
(269) 870-8364

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Powered by HubSpot.

Office of: President

To: Board of Directors

From: Curtis S. Sneden

Subject: **Consider Approval of TACAN Agreement and Torgeson Purchase**
Board Action Required

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

Date: October 20, 2026

The TACAN navigational aid is a specialized device providing information to military aircraft, in particular those operated by the 190th ARW. The cabling which powers the TACAN requires replacement. The 190th ARW has acquired grant funding to pay for the replacement of the cabling but, for regulatory reasons, the work can only be contracted for by the MTAA.

The attached quote from Torgeson Electric shows the cost of the cable replacement is $230,000. The attached purchase order demonstrates the 190th's commitment to and ability to reimburse the MTAA for this expense.

The Board's approval is requested of the expenditure of not more than Two Hundred Thirty Thousand dollars ($230,000) for the work described in the Torgeson letter.

torgeson ELECTRIC

100% EMPLOYEE OWNED

September 11, 2026

Re: MTAA TACAN MV Cable
Topeka, KS

Dear MTAA:

Torgeson Electric is pleased to submit the following quotation for the electrical work on the referenced project. Our proposal is based on a site visit.

We have ***included:***

- ✓ Terminate new cable on existing 15kV switch
- ✓ Terminate new cable on existing 15kV transformer
- ✓ 3ea single conductor #2 15kV aluminum cable
- ✓ 1ea 4" conduit from existing 15kV switch to 15kV transformer
- ✓ 4'x4'x4' pull boxes (H-20 Rated)
  - 4ea: Red route
  - 6ea: Green route
- ✓ Bore under runway
  - Red route: 1ea bore 450'
  - Green route: 2ea bores at 200' each
- ✓ Related trenching and backfill
- ✓ Standard working hours
- ✓ HDPE roll pipe underground
- ✓ Rigid conduit above ground

We have ***excluded:***

- × Material and labor tax
- × Prevailing wage
- × Aircraft-rated pull boxes
- × Job overtime
- × Storing and unloading equipment FBO
- × Pitch pockets, boots, or sealing of Roof penetrations
- × Painting and Patching
- × Non-diggable rock excavation
- × Utility company charges, fees, or deposits
- × Performance and payment bond, available if desired

1400 NW Saline St.
Topeka, KS 66618

Ph 785.233.2213
Fx 785.233.7066

torgeson
ELECTRIC
100% EMPLOYEE OWNED

September 11, 2026

Re: MTAA TACAN MV Cable
Topeka, KS

Red Route..... $230,000.00
Green Route..... $293,000.00

Addendum Acknowledged..... None
Add for bond..... 1.44%

- This bid is contingent upon a mutually acceptable contract agreement between the GC and Torgeson Electric. Items of interest include equitable indemnification clauses, clear payment terms, and comprehensive schedule management.
- This proposal is based on entering into a subcontract with your firm that is not more onerous than the contract between your firm and the owner.
- Prime Contractor shall provide a preliminary construction schedule to Torgeson Electric to assist in the preparation of our formal agreed schedule.
- This contractor shall not be liable for damage to any unforeseen underground obstructions or utility caused by our work, if such obstruction was not shown on the drawings or if Torgeson Electric was not informed of the obstructions or utility by Owner or General Contractor prior to beginning the work in the area, or if obstructions or utility was not marked by local service.
- Upon approval, this document is to become an inclusion of the original contract document.
- This contractor shall not be held liable for errors or omissions in designs by others, nor inadequacies of materials and equipment specified or supplied by others.
- The pricing reflected in this proposal is good for acceptance within the next ninety (90) days. Acceptance after this date could incur additional costs from materials price increases.

Please contact me, if you have any questions or if I can be of any further assistance.

Cody Harms
Estimator
785-233-2213 ext. 110
codyh@torgesonelectric.com

1400 NW Saline St.
Topeka, KS 66618

Ph 785.233.2213
Fx 785.233.7066

PO MOD
77207

190 CIVIL ENGINEER SQUADRON

5920 SE COYOTE DR. BLDG. 760
FORBES FIELD (ANG)
TOPEKA KS 66619-5370

COPY

PURCHASE ORDER

Federal FY: 2026

LEIN.WILLIAM.ANDRAS.1263861210 Digitally signed by LEIN.WILLIAM.ANDRAS.1263861210 Date: 2026.09.23 10:30:14 -05'00'

Purchase Agent Signature

Purchase Agent: ACCOUNTING
PH (785) 861-4840 FAX (785) 861-4187

PO # **301** **Date: 9/10/2026** **PAGE 1 of 1**

77207 ***PLEASE BILL USING YOUR STANDARD INVOICE FORM***

Description Of Goods Or Services	Quan	U/I	Price	Subtotal
Contract: GUQE262024 CA31 REPAIR TACAN POWER	1.00	EA	$425,000.00	$425,000.00
PO MOD: 2026-09-23 william.lein MTAA ADJUSTED COST SHARE.	1.00	MD	($195,000.00)	($195,000.00)
			Total	**$230,000.00**

Metropolitan Topeka Airport Authority

SUPPLIER MTAA
PO BOX 19053
TOPEKA KS 66619-0053 Ph: (785) 862-2362 FAX: (785) 862-1830

480878790 **00**

OK
9/24/26

Confirmed By	Requestor	State Contract Number	Date Required	Craftsman
UTILITY	william.lein		9/10/2026	

DELIVER TO: UTILITIES

PURCHASE AGENT SPECIAL INSTRUCTIONS 1484EB51-193D-4F46-AD2F-043AA77F54A2

FEDERAL FUND		STATE FUND	State PCA/Split	Fed PCA/Split
374436_52400_320.1600	FSRM	GUQE262024	$0.00	$230,000.00
			0	0
STEP			0	0

Facility 00692 **W/O:** 202601929 **NC_Code/PCC:** EXEMPT

Forbes Field

Document Approved By: LOCAL SRM

Receiving Use Only

Above Item(s) Has/Have Been: ____ Inspected ____ Received ____ Accepted, And Conform(s) To The Contract Except As Noted

Date	Signature Of Authorized Representative	Phone
	JV 9/23/26	
Date	**Signature Of Certifying Official**	**Phone**

ISP Intergovernmental procurement