



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

Board of Directors

**Metropolitan Topeka Airport Authority
April 21, 2026**

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

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

- Dale Mueller, WSP USA, Inc.
- Eric Johnson, MTAA President
- Curtis Sneden, via Teams MTAA Director of Development
- 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
- Matt Narsh, MTAA (Administrative Office)
- Tommi Poley, MTAA (Administrative Office)
- Carol Marple, Public
- Joseph Ledbetter, Public
- Don Loyd, MTAA TOP Fuel Manager
- Terri Roberts, Public
- Linda Urton, MTAA (Administrative Office)
- Garrett Gjerstad, via Teams Argus Consulting
- Matt Anstaett, MTAA Assistant Director of Maintenance
- John Ross, MTAA Chief of Police and Fire
- Chris Ortega, MTAA Assistant Chief of Police and Fire
- Ashley Benton, MTAA Dispatch Supervisor
- Darren Miller, Newcomer Funeral Service
- Brett Mathew, Foley Equipment
- Jennifer Kuchinski, CMT
- Lindsey Leiker, R&R Pallet
- Rodney Wadel, R&R Pallet

Item 1. Notice.

Notifications were sent to everyone who requested them.

Item 2. Approve Minutes.

Chairman Sutton asked the Board to review the minutes of the Regularly Scheduled Board Meeting of March 17, 2026. There was one correction to be made. **Mr. Armstrong made the motion to approve the minutes of the Regularly Scheduled Board Meeting of March 17, 2026, as corrected. Mr. Cortez seconded the motion. Mr. Emerson abstained. Motion carried.**

Item 3. Public Comment.

Chairman Sutton inquired if there was anyone registered to speak during Public Comment. Ms. Marple and Mr. Ledbetter have registered to speak.

Ms. Marple made comments on the lack of financial information and stated that it raises a lot of questions. She also wants more information on the judgement and would like to know what the final amount paid out will be.

Mr. Ledbetter stated he has a concern on agenda item #5. His concerns are the cost of the design, \$243,000.00, and the length of the contract to complete. He would like to see self-serve fueling sooner rather than later. He advised the Board to sell vacant land at Forbes to generate funds on the tax rolls.

Item 4. Adopt the Agenda.

Chairman Sutton asked for a motion to adopt the agenda. **Mr. Cortez made the motion to adopt the agenda. Mr. Munson seconded the motion. Motion carried.**

Action Items:

Item 5. Consider Approval of Billard Self-Serve Fueling Proposal

Garrett Gjerstad from Argus Consulting gave an update to the Board concerning the fuel farm project. The Board asked questions and had discussion with Mr. Gjerstad concerning cost and timelines. **Mr. Armstrong made the motion to move forward with the proposal, not to exceed \$243,000.00. Mr. Cortez seconded the motion. Mr. Emerson recused himself, due to appearance of conflict of interest. Motion carried.**

Item 6. Board Selection of Secretary through November 2026

Chairman Sutton asked Mr. Munson and Mr. Armstrong to decide between themselves which one would be willing to fulfill this position opening due to Mr. Odupitan's leave from the Board. Mr. Armstrong agreed to fill the remaining term. **Mr. Sutton made the motion to accept Mr. Armstrong to fill the remaining term of Secretary. Mr. Munson seconded the motion. Motion carried.**

Item 7. Consider Approval of Rent Abatement to Reimburse Certain Tenant Improvements

The Board reviewed documentation from R&R Pallet showing what reimbursements they were asking for. Discussion between the Board, Mr. Johnson, Mr. Sneden, and R&R Pallet ensued. After asking questions the Board decided on a partial reimbursement of \$60,000.00. **Mr. Munson made the motion to reimburse R&R Pallet \$60,000.00 for the improvements made. Mr. Armstrong seconded the motion. Mr. Emerson voted no due to his understanding of this not being in accordance with Board policy. Motion carried.**

Item 8. Consider Approval of Mini-Excavator Purchase

Mr. Johnson informed the Board that sealed bids were accepted for the purchase of a mini-excavator, and that the bids were opened April 10, 2026. KanEquip of Topeka was the winning bid that met all specs of the bid at a cost of \$70,675.00. The Board asked questions pertaining to the equipment. **Mr. Armstrong made the motion to accept the bid from KanEquip of Topeka not to exceed \$70,675.00. Mr. Emerson seconded the motion. Motion carried.**

Item 9. Consider Approval of Water Pump Quote

Mr. Johnson informed the Board of the need to update the pumps and controls at the water tower. The current parts have exceeded their lifetime, and the new parts are needed. Lloyd Harold LLC gave a bid of \$14,892.00 to replace the pumps and controls. **Mr. Emerson made the motion to accept the bid from Lloyd Harold LLC in the amount of \$14,892.00 to replace the pumps and controls. Mr. Munson seconded the motion. Motion carried.**

Item 10. Consider approval of Siding Project Building 225

Mr. Johnson informed the Board that Building 225 still needed siding installed. The siding has already been purchased. The Maintenance crew is busy working on other projects including the airfield and cannot get to this project in a timely manner. Bids were solicited for the installation of the siding. Veterans Exteriors came in with a low bid of \$14,200.00. **Mr. Munson made the motion to accept the bid for installation of siding to Building 225 from Veterans Exteriors for a cost of \$14,200.00. Mr. Armstrong seconded the motion. Motion carried.**

Information Only Items:

Item 11. Monthly Reports

11.a. Project Updates – Mr. Johnson

- HVAC updates on the Terminal were given by Mr. Johnson
- SCASDI grant applications are due May 4th. Volaire is working with us to get this submitted. Grant total is \$950,000.00.
- Taxiway Alpha and Runway 18-36 both have bid openings on May 13th.

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

- On April 16th a student pilot crashed into a fence and a gate at Billard. No one was injured.
- The Combat Air Museum is celebrating its 50th Anniversary this weekend.
- Mr. Johnson has had several air service meetings with three potential airlines. We should hear something back from them by Fall.
- Mr. Armstrong shared that taxi lanes at Billard received a KAIP grant for \$610,218.00 and apron lighting at Topeka Regional received a grant for \$357,012.00.

11.c. Maintenance Report – Mr. Johnson

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

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

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

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

- Mr. Sneden is attending the MRO Conference in Orlando.
- Davcon and Mr. Sneden are meeting with potential tenants.
- An update on the Environmental Assessment of Hangar #619 was given.
- Proposal to build a hangar at Billard has been discussed.
- Olsson met with the team in late March. They have started working on a strategic plan. They should be ready to give an intermediate report at our May meeting.

11.f. Financials Reports – Ms. Hartley

Ms. Hartley presented the delinquent accounts and cash reserves as of March 31, 2026, to the Board for their information and review. She also presented the Balance sheet as of December 31, 2025, and the Combined Income Statement and Budget for the twelve months ended December 31, 2025. **Mr. Munson made the motion to accept the financial reports given to the Board. Mr. Armstrong seconded the motion. Motion carried.**

11.g. Director's Comments

Mr. Munson and Mr. Cortez had no comments. Mr. Armstrong congratulated staff on the KAIP grants, and thanked Mr. Loyd for his efforts with the Billard Bulletin. Mr. Emerson looks forward to working with everyone. Mr. Sutton brought up the topic of signage and wonders if consideration of more signage at Billard would add safety to prevent another possible crash.

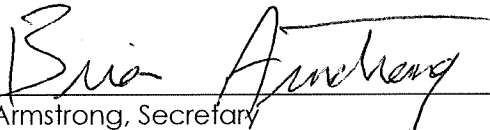
Item 12. Executive Sessions #1 and #2

Chairman Sutton moved to recess the regularly scheduled meeting to a closed session for the purposes of discussing a potential lease transaction with the justification being consultation with MTAA legal counsel which would be deemed privileged in the attorney/client relationship subject to K.S.A. 75-431988. He invited Mr. Johnson and Mr. Sneden to attend. Executive Session to last 20 minutes and Regularly Scheduled Board of Directors Meeting to resume in person and via Microsoft Teams at 4:15 pm. Mr. Munson seconded the motion. Motion carried. Regularly Scheduled Board of Directors meeting resumed at 4:15 pm. No action was taken. Mr. Armstrong moved to recess the regularly scheduled meeting to a closed session to last 45 minutes for the purpose of discussing a prospective contract with the justification being consultation with MTAA legal counsel which would be deemed privileged in the attorney/client relationship subject to K.S.A. 75-431988. He invited Mr. Johnson to attend a determined portion of the session. Regularly Scheduled Board of Directors Meeting to resume in person and via Microsoft Teams at 5:05 pm. Mr. Munson seconded the motion. Motion carried. Regularly Scheduled Board of Directors meeting resumed at 5:10 pm.

Adjournment

Chairman Sutton called for a motion to adjourn. Mr. Munson made a motion to adjourn. Mr. Armstrong seconded the motion. Motion Carried. Meeting adjourned at 5:11 pm.

These official minutes were approved by the Board of Directors on May 19, 2026.



Brian Armstrong, Secretary