



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

Board of Directors

**Metropolitan Topeka Airport Authority
 September 16, 2025**

Executive Session.....1:30 PM

Mr. Armstrong moved that the meeting be recessed for the purpose of an Executive Session, pursuant to the Kansas Open Meeting Laws. The purpose of reviewing a proposed settlement agreement, with the justification being for consultation with the MTAA's attorney which would be deemed privileged in the attorney-client relationship. The Executive Session will be for fifty-nine (59) minutes beginning at 1:30 PM and the meeting shall reconvene in open session at 2:29 PM. The executive session will include Eric Johnson, Curtis Sneden, Laura Hartley and Tim Resner. Mr. Cortez seconded the motion. Motion carried. Chairman Munson reconvened the meeting at 2:29 PM.

Regular Monthly Meeting.....3:30 PM

Chairman Mike Munson brought the regular monthly meeting of the MTAA Board of Directors to order at 3:20 PM with the following other board members present: Brian Munson and Carlos Cortez. Sam Sutton attended via Teams, Michael Odupitan was absent Also in attendance were:

- Sam Stallbaumer, WSP USA, Inc.
- Scott Uhl, WSP USA, Inc.
- Eric Johnson, MTAA President
- Curtis Sneden, 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
- Assistant Chief Chris Ortega, MTAA Police and Fire
- Tommi Poley, via Teams MTAA (Administrative Office)
- Carol Marple, Public
- Terri Roberts, Public
- Stacey Hammond, BT & Co., P.A.
- Joseph Ledbetter, Public
- Kyle Rohr, Million Air

Item 1. Notice.

Notifications were sent to everyone who requested them.

Item 2. Approve Minutes of the MTAA's Regularly Scheduled Board Meeting of August 19, 2025.

Chairman Munson asked the Board to review the minutes of the Regularly Scheduled Board Meeting of August 19, 2025. Mr. Armstrong made the motion to approve the minutes of the Regularly Scheduled Board Meeting of August 19, 2025. Mr. Cortez seconded the motion. Motion carried.

Item 3. Approve Minutes of the Special Board Meeting of August 25, 2025.

Mr. Armstrong made a motion to approve the minutes of the Special Board Meeting of August 25, 2025, seconded by Mr. Cortez. Motion carried.

Item 4. Public Comment.

Chairman Munson inquired if there was anyone registered to speak during Public Comment. Mr. Ledbetter was registered to speak and commented that costs need to be leaner, FAA grants need to be applied for to cover costs of new HVAC systems, maintenance needs to mow less and do more remodels of vacant buildings so income could be generated by leasing them out. He also stated he believes that the CEO's are overcompensated. Ms. Marple spoke regarding a misunderstanding regarding the executive session and who is allowed to attend. This was cleared up by Chairman Munson. There were no other comments.

Item 5. Adopt the Agenda.

Chairman Munson asked if there were any changes or corrections to be made to the agenda, and if not for a motion to be made to adopt the agenda. **Mr. Armstrong made the motion to adopt the agenda and Mr. Cortez seconded the motion. Motion carried.**

Action Items:

Item 6. Presentation of 2024 Audit Report Draft by BT & Co., P.A.

Stacey Hammond of BT & Co., P.A. presented to the Board the findings of the 2024 Audit Report and stated that no violations or deficiencies were found. She applauded the transparency of MTAA staff and employees with regards to how helpful they had been during the months of audit time and noted Ms. Hartley had done a tremendous job creating a seamless and smooth audit for all. She also stated that this was the first year that she could recall no violations or deficiencies found while conducting an audit for MTAA. Chairman Munson asked for a motion to accept and approve the filing with the state the 2024 Audit Report by BT & Co., P.A. **Mr. Armstrong made the motion to accept and approve the filing with the state the 2024 Audit Report by BT & Co., P.A. Mr. Munson seconded the motion. Motion carried.**

Item 7. Consider Reimbursement of Major Tenant Repair – TAC, Hangar 26

Mr. Sneden noted improvements are needed to keep water out of the hangar and to stop further erosion to the foundation and ground. All checks have been met according to MTAA reimbursement policy. The request is for abatement over a period of time and costs not to exceed \$25,000.00. **Mr. Armstrong made the motion to allow for abatement for TAC Hangar 26 in costs not to exceed \$25,000.00. Mr. Cortez seconded the motion. Motion carried.**

Item 8. Consider Service Bid for Sewer Line Replacement for Police & Fire Building

The sewer lines at Police & Fire have blockages and are in need of replacement. 1 sealed bid was received from Roto-Rooter in the amount of \$83,844.36 to replace the sewer lines and add new toilets and faucets. MTAA maintenance staff will do some of the work which helped to keep project costs lower. Terry met with several contractors to show them the video of the collapsed lines and outline the scope of work needed. All declined the opportunity to bid, stating either they were already busy with other projects or not interested in that amount of work. Ads were placed asking for sealed bids but only 1 bid was received. **After some discussion Mr. Armstrong made a motion to accept the Bid from Roto-Rooter in the amount of \$83,844.36 for the replacement of sewer lines at Police & Fire. Mr. Munson seconded the motion. Motion carried.**

Information Only Items:

Item 9. Monthly Reports

9.a. Project Updates – Sam Stallbaumer, WSP USA

Phase 1B on the Billard TOP Apron Rehab is done. Other progress updates were given on TOP Rehab

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

Air Service is still on track for 2026. The take off America conference in November will offer opportunities to talk with other airlines to keep all options open. The KAA conference will be held in Kansas City in October. The 4-state FAA conference in August has potentially led to some projects in 2026. Approval by FAA was given September 4 to demo building 625. There are two requests by the FAA for training at our airports Oct. 18 and 25. During this time, the Deputy Director of Central Region is bringing the administrative staff to tour and train.

9.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 August 2025 through early Sept 2025 was presented to the Board for their information and review.

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

The TOP Fuel Sales by Product Summary Report for the month of August 2025 was presented to the Board for their information and review.

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

Mr. Sneden provided the following report:

- Updates on MRO Hangar
- DC Fly-In was September 7-9. The meetings were good with Senator Moran, Senator Marshall's staff and Representatives Schmidt and Mann.
- TAC did a pilot controller forum on September 6 that was very well received and informative
- Updates on leasing activity

9.f. Financial Reports – Ms. Hartley

Ms. Hartley presented the delinquent accounts and cash reserves as of August 31, 2025, to the Board for their information and review.

9.g. Directors' Comments

Mr. Sutton likes the new audio-visual equipment and system. He said the sound and visual quality was great. He also apologized and thanked Laura for her work on the audit.

Mr. Cortez thanked the public for taking time out of their day to come and speak on the concerns they have, and he felt the TAC presentation (pilot controller forum) was very good.

Mr. Armstrong thanked everyone for all the work that went into the budget and the audit.

Adjournment

Chairman Munson called for a motion to adjourn. **Mr. Cortez made a motion to adjourn and Mr. Sutton seconded the motion. Motion Carried. Meeting adjourned at 4:16 pm**

These official minutes were approved by the Board of Directors on October 21, 2025.



Brian Armstrong, Secretary