



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

## Board of Directors

### Metropolitan Topeka Airport Authority March 17, 2026

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

Vice Chairman Carlos Cortez 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, and Michael Odupitan. Mr. Sutton and Mr. Munson were not present. Also, in attendance were:

- Sam Stallbaumer, 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
- Matt Narsh, via Teams MTAA (Administrative Office)
- Tommi Poley, via Teams MTAA (Administrative Office)
- Carol Marple, Public
- Joseph Ledbetter, Public
- Don Loyd, MTAA TOP Fuel Manager
- Terri Roberts, Public
- Stephen Osborne, TOP Aviation
- Garrett Gjerstad, Argus Consulting
- Matt Anstaett, MTAA Assistant Director of Maintenance
- Rhiannon Friedman, Go Topeka
- Kyle Rohr, Million Air
- Joshua Bielinski, SBB Engineering
- Amie Oesterreich, Heinen via TEAMS
- Michelle Bradberry, Topeka City Council via Teams

#### **Item 1. Notice.**

**Notifications were sent to everyone who requested them.**

#### **Item 2. Approve Minutes.**

Vice Chairman Cortez asked the Board to review the minutes of the Regularly Scheduled Board Meeting of February 24, 2026. **Mr. Armstrong made the motion to approve the minutes of the Regularly Scheduled Board Meeting of February 24, 2026. Mr. Odupitan seconded the motion. Motion carried.**

#### **Item 3. Public Comment.**

Vice Chairman Cortez inquired if there was anyone registered to speak during Public Comment. Ms. Roberts, Ms. Marple, and Mr. Ledbetter have registered to speak.

Mr. Ledbetter stated that while he was on the Board of Directors, he had made the motion to cancel the demolition contract for the old Billard Terminal, but now, thanks to Stephen Osborne, it's a great building and it was redone with private investment funding. He also stated that he is excited for great ideas from Mr. Osborne and Mr. Blocker.

Ms. Marple passed on her speaking time.

Ms. Roberts provided handouts to the Board and stated that she grew up on Air Force Bases and came from a family of pilots. She would like to see the MTAA do an effectiveness assessment to go along with the strategic plan and "lean six" assessment. Ms. Roberts informed the Board of a call she made to a tanker truck manufacturer and found out it takes 10 – 12 months to have one delivered after ordering one. If ordering anything extra or special, it could take up to 18 months or longer to receive.

#### **Item 4. Adopt the Agenda.**

Vice Chairman Cortez asked for a motion to adopt the agenda. **Mr. Armstrong made the motion to adopt the agenda. Mr. Odupitan seconded the motion. Motion carried.**

#### **Discussion Items:**

##### **Item 5. Billard Fuel Farm Update**

Garrett Gjerstad from Argus Consulting gave an update to the Board concerning the fuel farm project. A full layout would cost around \$4-5.5M, which includes self-serve and fuel farm capabilities. The fuel tanks are over 50 years old and are past their shelf life. Self-serve only is approximately \$1M. The Board wants a revised proposal with Argus Consulting for self-service only to vote on at the next meeting.

##### **Item 6. Minimum Revenue Guarantee**

Chairman Sutton sent a request out to the MTAA addressing the comments from Mr. Jack Penning from last month's meeting. Chairman Sutton suggested that the Board enter a discussion to increase the Minimum Revenue Guarantee by \$500,000.00 and ways to accomplish that, either by partnering with the City of Topeka or through pledges from the business community or other means. Discussion was held among the Board members present. The overall consensus was that it would be better to ask community members for more money once an agreement with an airline is closer.

#### **Action Items:**

##### **Item 7. Consider Approval of Engineering Proposal for Billard Maintenance Shop**

MTAA reached out to SBB Engineering to discuss how to get the Billard maintenance shop project going. They provided a proposal for consideration at a cost of \$30,970.00. Mr. Joshua Bielinski of SBB gave an overview to the Board concerning the proposal. **Mr. Armstrong made the motion to accept the proposal pending legal review and breaking out the lump sum vs. hourly fee items. Mr. Odupitan seconded the motion. Motion carried.**

#### **Information Only Items:**

##### **Item 8. Monthly Reports**

###### **8.a. Project updates – Sam Stallbaumer, WSP USA**

Updates on Taxiway Alpha and Runway 18-36 projects were given to the Board. The last portion of the Apron project is scheduled to start in April 2026.

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

- Upcoming meeting with several airlines on air service in April. Eight airlines will be attending this meeting.
- Mr. Johnson has had several conversations with the FAA on repairs needed on Taxiway Alpha Delta to reconnect Vasi and Reels. They should be repaired by end of summer. MTAA will be out approximately \$30-40K.
- Mr. Johnson attended the EAA (Experimental Aircraft Association) meeting on March 16 and states that it was well attended. He has been invited back to discuss FOE and TOP at a future date.
- Staff are evaluating streets at Topeka Regional for 2026 repairs to potholes and crack sealing.
- Mr. Loyd shared news on repairs to the fuel trucks being warrantied.
- Mr. Johnson reported on Administrative Office issues concerning an employee's health and gave recognition to Ms. Hartley for pulling double duty to keep payables and receivables caught up along with her other duties.

**8.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 February 2026 through early March 2026 was presented to the Board for their information and review.

**8.d. TOP Fuel Service Sales Report – Mr. Johnson**

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

**8.e. Economic Development & Leasing Activity – Mr. Sneden**

- Davcon visited March 3<sup>rd</sup> and 4<sup>th</sup> with discussion on other possible development sites.
- The Environmental Assessment meeting held February 27, 2026, in respects to Hangar 619 went well.
- Ollson will be in town on March 26<sup>th</sup> to kickoff discussion on data to be gathered.
- Mr. Johnson, Mr. Sutton, and Mr. Sneden gave a presentation to the City Council on March 3<sup>rd</sup>. They will give a presentation to the County Commissioners on March 23<sup>rd</sup>.
- The KDOT Grant is in process.
- Funding for the perimeter fence shared with the 190<sup>th</sup> is being pursued through the office of Congressman Derek Schmidt.

**8.f. Financials Reports – Ms. Hartley**

Ms. Hartley presented the delinquent accounts as of February 28, 2026, to the Board for their information and review. She stated that the Financial Statement Audit will begin around the end of May and that requests for documents have already begun. The Work Comp Audit is still ongoing and keeping everyone busy.

**8.g. Director's Comments**

Mr. Odupitan had no comments. Mr. Armstrong thanked Mr. Osborne for the use of his building for the meeting and told him the building looked great. Mr. Cortez asked what all was in the building aside from the flight school.

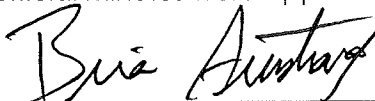
**Item 9. Executive Session**

**Mr. Armstrong made a motion for Executive Session with justification concerning legal matters. He invited Mr. Johnson to attend. Executive Session to last 15 minutes and Regularly Scheduled Board of Directors Meeting to resume in person and via Microsoft Teams at 3:50 pm. Mr. Odupitan seconded the motion. Motion carried.** Regularly Scheduled Board of Directors meeting resumed at 3:50 pm.

**Adjournment**

Vice Chairman Cortez called for a motion to adjourn. **Mr. Armstrong made a motion to adjourn. Mr. Odupitan seconded the motion. Motion Carried. Meeting adjourned at 3:50 pm.**

These official minutes were approved by the Board of Directors on April 21, 2026.



Secretary Brian Armstrong

