



MONTHLY BOARD MEETING
4:00 pm Wednesday, November 15th, 2023
Main terminal conference room
101 McCandless Lane
Council Bluffs, IA

Members:

Brad Knott - Chair
Patti McAtee – Vice Chair
Eddie Holtz - Secretary/Treasurer
Scott Hartman
Deanna Boese
Rich Heininger
Jarrod Konz

Executive Director:

Andy Biller

Liaisons/Consultants:

Jeff Jorgensen – County Board of Supervisors
Rob Livingston- Stuart Tinley
Jeff Hutcheson – Commemorative Air Force
Graham Jura - City of Council Bluffs
Melissa Escritt – Revv Aviation
Mike Massman – Massman Nelson Reinig PC

I. Approval of Minutes

- October 2023 Monthly Board Meeting

II. Treasurer’s Report – Holtz

Discuss/App: Oper. Acct: #10268 - 10279
Auto Withdrawal #100123 - 102723
Exp. Acct: #2423 - 2424
Line of credit - \$0

III. Financials

Mike Massman

IV. Reporting

- A. Staff Report – Andy Biller and Garrick Sharp
- B. CAF – Jeff Hutcheson
- C. Revv Aviation – Melissa Escritt
- D. City of Council Bluffs – Graham Jura
- E. County – Scott Belt / Jeff Jorgensen

V. New Business

- A. **Discuss/Action:** McClure Engineering Invoice #148887 for \$6,101.29 and #148888 for \$2,397.52
- B. **Discuss/Action:** Andersen Construction Invoice of \$93,995.71 for the Equipment Storage Building
- C. **Discuss/Action:** Hamilton Associates Invoice #34622 for \$4,175.00
- D. **Discuss/Action:** Capital Improvement Plan for FAA / Iowa DOT Aviation Bureau
- E. **Discuss/Action:** Airport Administrative Staff Job Description Revision/Compensation Discussion
- F. **Discuss/Action:** Massman Nelson Reinig Invoice #48056 for \$4,465.00

VI. Open Discussion

- 1. Safety Update – ICAP Safety Grant Request – Airfield Motorola Handheld Radios and ICOM Aircraft Radio
- 2. North Executive Campus RFP for Development/Services Discussion
- 3. Airport Insurance Proposal Discussion

VII. Adjournment

Next meeting is scheduled for December 20th, 2023.