



MONTHLY BOARD MEETING
4:00 pm Wednesday, December 20th, 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**
- November 2023 Monthly Board Meeting
- II. **Treasurer’s Report – Holtz**
Discuss/App: Oper. Acct: #10280 - 10288
Auto Withdrawal #110123 - 113023
Exp. Acct: #2425 - 2427
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 #149381 for \$4,118.42 and #149382 for \$1,603.23
 - B. **Discuss/Action:** Andersen Construction Invoice of \$36,787.21 for the Equipment Storage Building
 - C. **Discuss/Action:** Lee Construction Inc. Pay Request 2. for \$103,499.15
 - D. **Discuss/Action:** Andersen Door Service, Inc. Invoice #16826 for \$30,423.40
 - E. **Discuss/Action:** Accept FY23 Hamilton and Associates Financial Audit
 - F. **Discuss/Action:** Hamilton Associates Invoice #34769 for \$6000.00
 - G. **Discuss/Action:** Airport Storm Drainage Improvements - \$8,800
 - H. **Discuss/Action:** Airport Administrative Staff Job Description Revision/Compensation
- VI. **Open Discussion**
 1. Safety Update – Hangar door safety during operation and repairs.
 2. NEC Development – Discuss Airport Mission/Vision/Values as guidelines, best ways to facilitate private investment.

VII. Adjournment

Next meeting is scheduled for January 17th, 2023.