



**MONTHLY BOARD MEETING**  
**4:00 pm Wednesday, June 19<sup>th</sup>, 2024**  
**Main terminal conference room**  
**101 McCandless Lane**  
**Council Bluffs, IA**

**Members:**

Brad Knott - Chair  
Rich Heininger – Vice Chair  
Eddie Holtz - Secretary/Treasurer  
Scott Hartman  
Deanna Boese  
Patti McAtee  
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**  
- May 15<sup>th</sup>, 2024, Monthly Board Meeting
- II. **Treasurer's Report – Holtz**  
Discuss/App: Oper. Acct: #10361 - 10369  
Auto Withdrawal #050124 – 052824  
Exp. Acct: #2441 - 2442  
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 – Jeff Jorgensen
- V. **New Business**
  - A. **Discuss/Action:** McClure Engineering Invoices #152590 for \$19,345.42 – Taxilane B4 Project #152613 for \$5,027.95 – Grade and Drain #152614 for \$14,534.75 – NEC Access Road
  - B. **Discuss/Action:** Andersen Construction Final Pay Estimate for Equipment Storage Building - \$56,205.15
  - C. **Discuss/Action:** JB Holland Pay Estimate #2 for \$142,493.53 for Taxilane B4 Project
  - D. **Discuss/Action:** Massman Nelson Reinig Invoice #48594 for \$3,500 – Accounting Services and Quarterly Accounting Services
  - E. **Discuss/Action:** Approval to Proceed with Henriksen Contracting as Lowest and Most Qualified Bidder for the Joint Seal Replacement Project
  - F. **Discuss/Action:** Staff Compensation: Annual COLA Wage Rate Increase of 2.5%
  - G. **Discuss/Action:** Easement Agreement with Western Iowa Networks
  - H. **Discuss/Action:** Presentation from James Gulson from HUB International and Approval of HUB Insurance Renewal 2024-2025 for \$78,415
  - I. **Discuss/Action:** Executive Director Employment Agreement
- VI. **Open Discussion**
  1. Safety Update – ATC RAPCON / Traffic Management / Airfield Maintenance.
  2. Consent Agenda Discussion
  3. Capital Improvement Plan Update
  4. August Board Meeting Date Change – Suggested August 14<sup>th</sup>, 2024, at 4pm
- VII. **Adjournment**

Next meeting is scheduled for July 17<sup>th</sup>, 2024.