

**Council Bluffs Airport Authority
Board of Directors Meeting Minutes
January 15th, 2025
Main Terminal Conference Room at 4:00pm**

Roll Call Attendance

Board Members Present:

Brad Knott Chair
Richard Heininger Vice Chair
Patti McAtee
Jarrod Konz

Board Members Absent:

Eddie Holtz Secretary/Treasurer
Deanna Boese
Scott Hartman

Liaisons & Consultants:

Aaron Diedrichs
Lisa LaMantia
Mike Massman

Approval of prior months Meeting Minutes:

Motion for approval by Patti McAtee and was seconded by Rich Heininger. The prior month's minutes were approved.

Treasurer's Report:

Garrick Sharp went over the December 2024 Financial Report. CBAA is seeking approval for the checks written in December numbered #10436 - 10451, Automatic Withdrawal numbers #120124 - 123024 from the Operating account, and check numbers #2459 - 2460 written out of the Expansion account. The total balances for the three accounts were \$70,278.76 in the Operating account, \$43,409.84 in the Expansion account, and \$928,972.26 in the Reserve account. There is a balance of \$0 owed on the line of credit. Motion for approval by Rich Heininger and seconded by Jarrod Konz. All board members approve.

Executive Director/Staff Report:

Andy went over the staff report. We recently had a meeting with Mid-American Energy and ABC Electric to discuss our options for supplying power to the NEC in the future. At the moment we do not have a cost to bring power into the development, but we will consult with our engineers to see if we are missing anything before the utilities are moved. Eventually we will need power for our new gate which has kickstarted the conversations. Today was our first meeting with Revv's president following the Board Resolution. We expect to meet weekly with them.

Commemorative Air Force:

Jeff Hutcheson was not present at the meeting.

FBO:

Aaron Diedrichs was present at the board meeting. There was an 8% increase in flight training from December 2024 to December 2025. There was 8,275 gallons of Jet A pumped and 10,568 gallons of 100LL in December. There were 12 transient operations that used 4 rentals as well.

City of Council Bluffs:

Mr. Jura was not present for the board meeting.

County Board of Supervisors-Jeff Jorgensen:

Mr. Jorgensen was not present for the board meeting.

New Business:

A. Discuss/Approve: McClure Engineering Invoice #157068 for \$6,659.08 for the Access Road Project

Mr. Knott asked for a motion to approve both Invoices.

Brad Knott moved to approve.

Rich Heininger seconded. The motion passed by unanimous vote.

B. Discuss/Approve: Stuart Tinley Invoice #3331 for \$2,738.50

Mr. Knott asked for a motion to approve.

Jarrod Konz moved to approve.

Patti McAtee seconded. The motion passed by unanimous vote.

- C. Discuss/Approve: FY26 Budget Preparation**
No Action was taken at this time.
- D. Discuss/Approve: 2025 Farm Lease Renewal**
No Action was taken at this time.
- E. Discuss/Approve: HDR Planning Services Agreement**
\$5,000 payment increments up to \$15,000
Mr. Knott asked for a motion to approve.
Brad Knott moved to approve.
Patti McAtee seconded. The motion passed by unanimous vote.
- F. Discuss/Approve: Equipment Disposal – See Exhibit in Board Packet**
Mr. Knott asked for a motion to approve.
Rich Heining moved to approve.
Patti McAtee seconded. The motion passed by unanimous vote.
- G. Discuss/Approve: Approval to Solicit Quotes for Small Outdoor Equipment**
Mr. Knott asked for a motion to approve.
Brad Knott moved to approve.
Jarrod Konz seconded. The motion passed by unanimous vote.

Open Discussion:

- 1. Safety Update – Aircraft Operation Options**

Guests:

Adjournment: Brad Knott asked if there were any other questions, being none, he adjourned the meeting.

The electronic recording of this proceeding, though not transcribed, is part of the record of each respective action of the Authority. The electronic recording of this proceeding is incorporated into these official minutes of this Authority meeting as if they were transcribed therein.



Mr. Knott – Chair
Heining