

**Council Bluffs Airport Authority
Board of Directors Meeting Minutes
February 19th, 2025
Main Terminal Conference Room at 4:00pm**

Roll Call Attendance

Board Members Present:

Brad Knott Chair
Richard Heininger Vice Chair
Eddie Holtz Secretary/Treasurer
Patti McAtee
Jarrod Konz
Scott Hartman

Board Members Absent:

Deanna Boese

Liaisons & Consultants:

Aaron Diedrichs
Jeff Hutcheson

Approval of prior months Meeting Minutes:

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

Treasurer's Report:

Garrick Sharp went over the January 2025 Financial Report. CBAA is seeking approval for the checks written in January numbered #10452 - 10458, Automatic Withdrawal numbers #010125 - 012925 from the Operating account, and check number #2461 written out of the Expansion account. The total balances for the three accounts were \$69,809.31 in the Operating account, \$7,012.22 in the Expansion account, and \$952,119.85 in the Reserve account. There is a balance of \$0 owed on the line of credit. Motion for approval by Scott Hartman and seconded by Brad Knott. All board members approve.

Executive Director/Staff Report:

All items in the Staff Report were in relation to the agenda items in "New Business".

Commemorative Air Force:

Jeff Hutcheson was present at the meeting. They are currently performing the annual inspection for the PT-19. There have been few unexpected items to address while the inspection was taking place. There have been parts ordered, and it could be weeks before work can begin. The annual flight breakfast is scheduled for August 2nd, 2025, this year.

FBO:

Aaron Diedrichs was present at the board meeting. In January the FBO pumped 10,514 gallons of Jet A, and 9,746 gallons of 100LL. There was only one rental car used for the month. There were 1439 flight hours in January this year, when compared to only 522 in January of 2024. Aaron addressed the board regarding some of the issues involving the air traffic congestion at the Airport. He also discussed the FBO fuel volume on a yearly basis and what the cost to acquire newer fuel trucks could total.

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: FY26 Budget Approval

Mr. Knott asked for a motion to approve both Invoices.
Eddie Holtz moved to approve.
Scott Hartman seconded. The motion passed by unanimous vote.

B. Discuss/Approve: 2025 Farm Lease Approval

Mr. Knott asked for a motion to approve.
Patti McAtee moved to approve.
Jarrod Konz seconded. The motion passed by unanimous vote.

Mr. Knott asked for a motion to approve.

Scott Hartman moved to approve.

Eddie Holtz seconded. The motion passed by unanimous vote.

D. Discuss/Approve: HDR Agreement / Task Order No. 4, Hangar Development Professional Services

Mr. Knott asked for a motion to approve.

Patti McAtee moved to approve.

Eddie Holtz seconded. The motion passed by unanimous vote.

E. Discuss/Approve: Zero Turn Mower Purchase Approval up to \$15,000

Mr. Knott asked for a motion to approve.

Jarrod Konz moved to approve.

Scott Hartman seconded. The motion passed by unanimous vote.

Open Discussion:

1. Safety Update – Aircraft Operation Options
2. Winter Operations Update / Buffalo, NY Snow Symposium Attendance

Guests:

Ryan Hanson - HDR
Jay Pudenz – McClure
Jayson Wilson - Revv
Lisa LaMantia - Revv

Adjournment: Richard Heininger 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. Heininger - Vice Chair~~

Brad Knott - Chair