

**Council Bluffs Airport Authority  
Board of Directors Meeting Minutes  
March 19<sup>th</sup>, 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  
Scott Hartman  
Deanna Boese

**Board Members Absent:**

Jarrod Konz

**Liaisons & Consultants:**

**Board Member Term Renewals:**

Correction to the Meeting Agenda. Eddie Holtz was mistakenly added to the agenda for renewal. The following three Board members were brought forth to the Council Bluffs City Council for a renewed term on the Airport Authority Board.

Rich Heininger  
Scott Hartman  
Jarrod Konz

**Approval of prior months Meeting Minutes:**

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

**Treasurer's Report:**

Garrick Sharp went over the March 2025 Financial Report. CBAA is seeking approval for the checks written in February numbered #10459 - 10462, Automatic Withdrawal numbers #020125 - 022825 from the Operating account, and no checks written out of the Expansion account. The total balances for the three accounts were \$81,575.28 in the Operating account, \$7,012.22 in the Expansion account, and \$955,346.90 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 Rich Heininger. 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 not present at the meeting.

**FBO:**

Aaron Diedrichs was not present at the board meeting.

**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: Fiber Internet Easement – Western Iowa Networks**

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

Patti McAtee moved to approve.

Scott Hartman seconded. The motion passed by unanimous vote.

**B. Discuss/Approve: Airport Board Meeting Date Change – April 9<sup>th</sup>, 2025**

After a discussion at the Board Meeting, it was agreed that April 10<sup>th</sup>, 2025, was a satisfactory date to move the April 2025 Board Meeting. The next meeting will be held on Thursday April 10, 2025, at 4pm in the Airport Terminal Conference Room.

Mr. Knott asked for a motion to approve.

Brad Knott moved to approve.

Scott Hartman seconded. The motion passed by unanimous vote.

**Open Discussion:**

1. Safety Update – Standard Operating Procedures Discussion
2. 2025 Iowa DOT Grant Application
3. Technology Update
4. Credit Card Provider

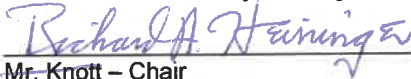
**Guests:**

**Desiree Wineland – Senior Advisor for Strategic Initiatives - University of Nebraska, Omaha.**

**Adjournment:** Richard Heininger asked if there were any other questions, being none, he adjourned the meeting.

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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.

  
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Mr. Knott – Chair  
Richard A. Heininger