

**Council Bluffs Airport Authority  
Board of Directors Meeting Minutes  
August 13<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	
Deanna Boese	
Scott Hartman	
Jarrold Konz	

**Board Members Absent:**

**Liaisons & Consultants:**

Jeff Hutcheson  
Aaron Diedrichs

**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 July 2025 Financial Report. CBAA is seeking approval for the checks written in June numbered #10503 - 10511, Automatic Withdrawal numbers #070125 - 072925 from the Operating account and no checks written out of the Expansion account. The total balances for the three accounts were \$109,101.46 in the Operating account, \$6,111.99 in the Expansion account, and \$1,542,049.13 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 Deanna Boese. All board members approve.

**New Business:**

**A. Discuss/Approve: Appointment of Board Committee for Airport Staffing Review**

The committee members include Scott Hartman, Eddie Holtz and Patti McAtee

Mr. Knott asked for a motion to approve.

Brad Knott moved to approve.

Rich Heininger seconded. The motion passed by unanimous vote.

**Executive Director/Staff Report:**

All items in staff report were discussed during open discussion.

**Commemorative Air Force:**

Jeff Hutcheson was present at the meeting. The pancake breakfast was 2 weeks ago. There were 317 plates sold for breakfast which is down slightly from 2024 and 2023. Overall, the day had a great turnout thanks to multiple appearances on the news, radio and the paper. The Gunfighter is back for a short time between shows. It will leave tomorrow for multiple shows coming up and will spend most of the winter in the Eastern US. The PT-19 has begun its ride program. It will be at the Millard Airport this weekend for the Stem Day and Fly-Nebraska the next week.

**FBO:**

Aaron Diedrichs was present at the board meeting. In July there were 50 transient aircraft to CBF and 8 rentals used. There was 22,805 gallons of Jet A and 15,580 gallons of 100LL pumped last month. Aaron mentioned that they are working hard to de-clutter some of their hangars.

**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.

**Open Discussion:**


1. Risk Management – Process and Procedure
2. Engineer Selection Process – IDOT Hangar Grant
3. Facilities Maintenance Update
4. FBO/SASO Lease Process Update

**Guests:**

Aaron Mingle – Revv Aviation  
Kyle Eiserer – Apex Aero Center

**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.

  
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Mr. Knott - Chair