

**Council Bluffs Airport Authority
Board of Directors Meeting Minutes
November 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
Jarrod Konz	
Patti McAtee	
Scott Hartman	

Board Members Absent:

Deanna Boese

Liaisons & Consultants:

Jeff Hutcheson
Aaron Diedrichs
Lisa LaMantia
Jeff Jorgensen

Approval of prior months Meeting Minutes:

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

Treasurer's Report:

Gerrick Sharp went over the October 2025 Financial Report. CBAA is seeking approval for the checks written in October numbered #10534 - 10542, Automatic Withdrawal numbers #100625 - 102725 from the Operating account and no checks written out of the Expansion account. The total balances for the three accounts were \$68,854.72 in the Operating account, \$5,103.11 in the Expansion account, and \$1,493,188.75 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.

New Business:

A. Discuss/Approve: McClure Engineering Invoices #163331 for \$18,864 and #163761 for \$18,361.80 for Taxiway Bravo Project

Knott
Mr. Heininger asked for a motion to approve.
Jarrod Konz moved to approve.
Eddie Holtz seconded. The motion passed by unanimous vote.

Executive Director/Staff Report:

Andy discussed an ongoing issue with our newest septic tank system connected to our four large corporate hangars. A Raymond Plumbing is currently helping us with this problem and what the next steps will be. We are encouraged that we will only need to replace the lateral system and not the tanks, which are sized correctly and are functional. In the upcoming weeks we will be dedicating time to work through the details of the two upcoming leases with Revv Aviation and Apex Aero Center. This will include time with our Attorney Rob Livingston. We have recently learned that our Auditor has recently sold their practice to another firm in the metro. We are working with the City Finance Department and are hopeful that this will not delay our report to the city.

Commemorative Air Force:

Jeff Hutcheson was present at the meeting. The PT-19 has started selling rides again. Work on the Ercoupe has also resumed. The annual CAF Christmas party is scheduled for December 13th at noon.

FBO:

Aaron Diedrichs was present at the board meeting. There were 50 transients in October, and 3 rental cars were used. In total, 16,825 gallons of Jet A and 15,835 100LL were pumped in October.

County Board of Supervisors-Jeff Jorgensen:

Mr. Jorgensen was present for the board meeting.

Open Discussion:

1. Revv Aviation Standard Operating Procedures
2. T-Hangar Waitlist Policy
3. Armour Roofing Amended Proposal
4. Staffing Update

Guests:

Jay Pudenz – McClure Engineering

Mike Massman – Massman Nelson Reinig CPA

Mr. Knott

Adjournment: *Rich 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.

Be Knott

Mr. Knott - Chair