

**Council Bluffs Airport Authority  
Board of Directors Meeting Minutes  
January 21<sup>st</sup>, 2026  
Main Terminal Conference Room at 4:00pm**

**Roll Call Attendance**

**Board Members Present:**

Brad Knott                      Chair  
Richard Heiningger        Vice Chair  
Jarrod Konz  
Patti McAtee  
Scott Hartman  
Deanna Boese

**Board Members Absent:**

Eddie Holtz                      Secretary/Treasurer

**Liaisons & Consultants:**

**Public Hearing: Notice of Intent to Lease Property – Apex Aero Center CBF LLC**

Brad Knott opened the public hearing at 4pm.

Mr. Knott Asked for a motion to close the Public Hearing

Scott Hartman moved to approve.

Patti McAtee seconded. The motion passed by a unanimous vote.

**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 December 2025 Financial Report. CBAA is seeking approval for the checks written in December numbered #10551 - 10562, Automatic Withdrawal numbers #120125 - 122625 from the Operating account and check #2468 written out of the Expansion account. The total balances for the three accounts were \$81,980.57 in the Operating account, \$5,103.11 in the Expansion account, and \$1,521,855.17 in the Reserve account. There is a balance of \$0 owed on the line of credit. Motion for approval by Rich Heiningger and seconded by Scott Hartman. All board members approve.

**New Business:**

**A. Discuss/Approve: Revv Aviation**

a. Specialized Aviation Support Organization Lease

Revv Aviation will be transitioning to a SASO lease on February 23<sup>rd</sup>, 2026.

Mr. Knott asked for a motion to approve.

Rich Heiningger moved to approve.

Scott Hartman seconded. The motion passed by unanimous vote.

**B. Discuss/Approve: Apex Aero Center**

a. Fixed Base Operator Lease

Apex Aero Center will become the Airports Fixed Base Operator on February 23<sup>rd</sup>, 2026.

Mr. Knott asked for a motion to approve.

Scott Hartman moved to approve.

Jarrod Konz seconded. The motion passed by unanimous vote.

**C. Discuss/Approve: McClure Engineering Invoice #165173 for \$11,893.90 for Taxiway Bravo Project**

Brad Knott moved to approve.

Rich Heiningger seconded. The motion passed by unanimous vote.

**D. Discuss/Approve: Approval to Proceed with Bid Process and Set Public Hearing Date for Taxiway Bravo Project**

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

**E. Discuss/Approve: FY 2027 Budget Preparation**

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

**F. Discuss/Approve: A Raymond Plumbing Invoice #27564 for \$10,544 for Septic Tank Lateral Replacement**

Brad Knott moved to approve.  
Jarrod Konz seconded. The motion passed by unanimous vote.

**G. Discuss/Approve: Bobcat UV24 Gas Utility Vehicle Purchase - \$24,850**

Mr. Knott asked for a motion to approve.  
Scott Hartman moved to approve.  
Rich Heininger seconded. The motion passed by unanimous vote.

**H. Discuss/Approve: 2026 Farm Lease Renewal**

Brad Knott moved to approve.  
Deanna Boese seconded. The motion passed by unanimous vote.

**I. Discuss/Approve: Election of Board Officers / Chair, Vice Chair, Treasurer**

The Board members recommended that Rich Heininger be elected Chair, Scott Hartman to be Vice Chair, and Eddie Holtz to remain as Treasurer.

Brad Knott moved to approve.  
Patti McAtee seconded. The motion passed by unanimous vote.

**Executive Director/Staff Report:**

Andy reported to the Board that we will be bringing revised and updated Minimum Standards to February's meeting. These updates are needed to reflect the changes in FBO and SASO Services at the Airport. He also mentioned that we are going to continue working towards a Master Development Agreement with Apex Aero Center.

**Commemorative Air Force:**

Jeff Hutcheson was not present at the meeting.

**FBO:**

Aaron Diedrichs was present at the board meeting. There were only five transients and six rental cars in December. There were 8,400 gallons of Jet A pumped in December, and 10,495 gallons of 100LL.

**County Board of Supervisors:**

Mr. Jorgensen was present for the board meeting. Jeff discussed that the County is working on their budget right now.

**Open Discussion:**

**Guests:**

Jay Pudenz – McClure Engineering  
Mike Massman – Massman-Nelson-Reinig CPA  
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.

Richard H. Heininger  
-Mr. Knott- Chair  
Rich Heininger