

CEDAR RAPIDS AIRPORT COMMISSION

February 24, 2025 7:30 a.m.

BOARD ROOM, THE EASTERN IOWA AIRPORT

Present: Robin Therme, Vice Chairman
 Dr. Kristie Fisher, Secretary
 Clayton Parks, Acting Secretary
 Duane Smith, Commissioner (Zoom)

Also Present: Marty Lenss, Airport Director
 Kathy Bell, Director of Finance & Administration
 Pam Hinman, Director of Marketing & Communications
 Caleb Mason, Director of Properties & Business Development
 Vanessa Chavez, City Attorney (Zoom)
 Elly Whitson, Administrative Services Coordinator

The February 24, 2025 meeting of the Cedar Rapids Airport Commission was called to order by Vice Chairman Therme at 7:30 a.m. in the Board Room at the Eastern Iowa Airport. Vice Chairman Therme verified that a quorum of Commission members were present. The Commission provided Zoom videoconferencing as an alternative to attending the meeting in person. Members of the public were able to attend this meeting in person or via Zoom.

Motion by Parks, second by Fisher, to approve the January 27, 2025 Commission meeting minutes – all aye.

Motion by Fisher, second by Parks, to approve the February 4, 2025, February 11, 2025, and February 18, 2025 bill lists – all aye.

Capital Projects, Facilities & Operations

Motion by Smith, seconded by Parks, to approve Resolution 06-02-25 approving Foth Infrastructure & Environment, LLC Task Order No. 350 for the Baggage Handling System – 2025 Improvements, for an amount not to exceed \$375,000, subject to (FAA) concurrence – all aye.

Motion by Parks, seconded by Fisher, to approve Resolution 07-02-25 scheduling a public hearing for 7:30 a.m. on Monday, March 24, 2025 for the 2025 Runway 9-27 Pavement & Markings Maintenance project – all aye.

Motion by Smith, seconded by Fisher, to approve Resolution 08-02-25 approving Foth Infrastructure & Environment, LLC Task Order No. 352 for the Runway 9-27 CAT-II Study Feasibility Update, for an amount not to exceed \$71,535 – all aye.

Leases, Agreements & Contracts

Motion by Parks, seconded by Fisher, to approve Resolution 09-02-25 scheduling a public hearing for 7:30 a.m. on Monday, March 24, 2025 to consider a Grade Crossing License Agreement with Cedar Rapids and Iowa City Railway Co. (CRANDIC) – all aye.

Motion by Fisher, seconded by Parks, to approve Resolution 10-02-25 scheduling a public hearing for 7:30 a.m. on Monday, March 24, 2025 to consider a Leasehold Agreement with Cellsite Solutions, LLC. – all aye.

Caleb Mason reported that one proposal was received in response the Request for Proposal for an Air Service Consultant. Ailevon Pacific Aviation Consulting in Atlanta, GA proposed a monthly retainer of \$6,000.

Motion made by Parks, seconded by Smith, to approve Resolution 11-02-25, to approve the agreement with Ailevon Pacific Aviation Consulting for air service consulting services – all aye.

Motion by Fisher, seconded by Parks to approve Resolution 12-02-25 approving Amendment No. 4 to Retail, Food, and Beverage Services Lease and Concession Agreement with SSP America, Inc. – all aye.

Kathy Bell reported on the monthly financials.

Operating Statistics	Jan-25	Jan-24	% Change	2025 CYTD	2024 CYTD	% Change
Total Passengers	122,237	104,251	17.3%	122,237	104,251	17.3%
Total Cargo	4,817,035	3,751,685	28.4%	4,817,035	3,751,685	28.4%
Total Landing Weight 1,000 lb Unit	97,279	86,221	12.8%	97,278,698	86,221,101	12.8%
Financials						
	2025 FYTD	2024 FYTD	%	2025 FYTD	2025 FYTD	%
January 2025	Actuals	Actuals	Change	Actuals	Budget	Change
Operating Revenue	16,689,549	14,593,086	14.4%	16,689,549	16,230,764	2.8%
Operating Expenses	(8,243,010)	(7,405,804)	11.3%	(8,243,010)	(8,629,105)	-4.5%
Net Income	8,446,539	7,187,282	17.5%	8,446,539	7,601,658	11.1%

Airport Marketing & Communications Director Pam Hinman reported:

- Passengers are up this January, it was a record breaking month – the last January that it was a record breaking month was in 2020
- Spring break traffic for CID usually starts post Presidents' Day
- Parking lot is looking nice and full
- Partnering with Coe for the 2nd student recruitment day, this Saturday we will provide an airfield tour and Rev will be doing discovery flights

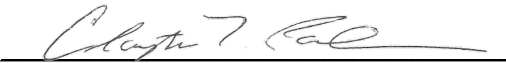
Airport Director Marty Lenss reported:

- CID is conducting Aviation Career Readiness discussions with local school districts – College Community is farther along in the process and will offer an Aviation program this fall. They have 50 students interested for 24 seats
- Terminal Phase 4 project will be opening new addition on March 3rd
- Patio will be opening April timeframe, as challenges with the flooring get resolved
- FBO project is wrapping up

There was no public comment.

There were no legal issues or comments.

Motion by Parks, second by Fisher, to adjourn the meeting at 7:58a.m – all aye.


Clayton Parks, Acting Secretary