

## CEDAR RAPIDS AIRPORT COMMISSION

May 28, 2025 7:30 a.m.

### BOARD ROOM, THE EASTERN IOWA AIRPORT

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

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 May 28, 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 was 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.

#### Airport Commission Committee Assignments

The following addition to the Airport Commission Committee assignments was approved:

#### **Customer Experience**

**Chairman:** Barry Boyer      **Member:** Clayton Parks      **Alternate:** Dr. Kristie Fisher

Motion by Fisher, second by Smith, to approve the April 21, 2025 Commission meeting minutes – all aye.

Motion by Smith, second by Parks, to approve the April 22, 2025, April 29, 2025, and May 13, 2025 bill lists – all aye.

#### **Capital Projects, Facilities & Operations**

Vice Chairman Therme opened a public hearing at 7:33 a.m. on the Baggage Handling Controls Replacement project. Marty Lenss reported no comments had been received prior to the public hearing. Vice Chairman Therme sought comments from the public in attendance and those participating via Zoom. With no comment from the public, Vice Chairman Therme closed the public hearing at 7:34 a.m.

Motion by Parks, second by Fisher, to approve Resolution 29-05-25 adopting Plans, Specifications, Form of Contract and Cost Estimate on the Baggage Handling Controls Replacement project – all aye.

Marty Lenss reported on eight bids received for the Snow Removal Equipment Facility project. Eric Scott, Engineer with Foth Infrastructure & Environment, LLC, recommended the Commission award the contract for the Base Bid to Russell Construction Co., Inc., Davenport, Iowa with a Total Base Bid of \$24,799,000.

Motion by Fisher, seconded by Smith, to approve Resolution 30-05-25 awarding a contract for the Snow Removal Equipment Facility project to Russell Construction Co., Inc., Davenport, Iowa with a Total Base Bid of \$24,799,000 – all aye.

Motion by Parks, seconded by Smith, to approve Resolution 31-05-25 approving Foth Infrastructure & Environment, LLC Task Order No. 355 for construction services for the Snow Removal Equipment Facility project, for an amount not to exceed \$2,017,687, subject to FAA concurrence – all aye.

Motion by Smith, seconded by Fisher, to approve Resolution 32-05-25 approving Foth Infrastructure & Environment, LLC Task Order No. 356 for construction services for the 2025 Runway 9-27 Pavement & Markings Maintenance project, for an amount not to exceed \$35,124 – all aye.

Motion by Parks, seconded by Fisher, to approve Resolution No. 33-05-25 to accept the West FBO Facility project with Larson Construction, in the amount of \$11,372,111.24, as complete – all aye

Motion by Fisher, seconded by Smith, to approve Resolution No. 34-05-25 to accept the New Aviation Fuel Bulk Storage and Loading/Unloading Facilities project AIP 66 with WRH, Inc., in the amount of \$11,562,793.66, as complete – all aye.

### **Leases, Agreements & Contracts**

Motion by Parks, second by Smith, to approve Resolution 35-05-25 Amendment No. 1 for the Leasehold Agreement with Coe College – all aye.

Motion by Fisher, second by Parks, to approve Resolution 36-05-25 for the Operating Agreement for Flight Training Activity with ATD Flight Systems, LLC – all aye.

Motion by Smith, second by Fisher, to approve Resolution 37-05-25 for the Intergovernmental Agreement with the Des Moines Airport Authority for the sharing firefighting trucks and apparatus – all aye.

Kathy Bell reported on the monthly financials.

Operating Statistics	Apr-25	Apr-24	% Change	2025 CYTD	2024 CYTD	% Change
Total Passengers	125,992	114,768	9.8%	510,955	470,952	8.5%
Total Cargo	5,375,597	4,562,177	17.8%	20,247,048	17,405,966	16.3%
Total Landing Weight 1,000 lb Unit	99,678,347	92,820,652	7.4%	399,006,218	379,670,116	5.1%
Financials	2025 FYTD	2024 FYTD	%	2025 FYTD	2025 FYTD	%
April 2025	Actuals	Actuals	Change	Actuals	Budget	Change
Operating Revenue	25,775,451	22,946,519	12.3%	25,775,451	26,260,675	-1.8%
Operating Expenses	(11,910,280)	(10,882,831)	9.4%	(11,910,280)	(12,855,921)	-7.4%
Net Income	13,865,171	12,063,688	14.9%	13,865,171	13,404,753	3.4%

Director of Marketing & Communications Pam Hinman reported:

- April was another record month with passengers up 10% from April 2024 and up 8% year to date
- Last week we celebrated the restart of the seasonal LAX flight on Allegiant that runs from end of May to beginning of August.
- Allegiant also restarted seasonal service to Nashville flight last week.
- June 14<sup>th</sup> Young Eagle's Day at the old Signature hangar we partner with Experimental Aircraft Association (EAA) for this event

Airport Director Marty Lenss reported:

- Second week of June is the regional DC fly-ins. They are expecting 30 + attendees
- Still working through the Task Order for the Aviation Cluster

There was no public comment.

There were no legal issues or comments.

Motion by Parks, second by Fisher, to adjourn the meeting at 8:07 a.m. – all aye.

  
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Kristie Fisher, Secretary