

## CEDAR RAPIDS AIRPORT COMMISSION

December 8, 2025 7:30 a.m.

### BOARD ROOM, THE EASTERN IOWA AIRPORT

Present: Robin Therme, Chairman  
 Dr. Kristie Fisher, Vice-Chairman  
 Clayton Parks, Secretary  
 Duane Smith, Acting Secretary  
 Barry Boyer, Commissioner

Also Present: Marty Lenss, Airport Director  
 Kathy Bell, Director of Finance & Administration  
 Daniel B. Brown, Director of Operations  
 Pam Hinman, Director of Marketing & Communications  
 Caleb Mason, Director of Properties & Business Development  
 Brian Moudry, Assistant Finance Director  
 Lindsay Mather, Assistant City Attorney  
 Elly Whitson, Administrative Services Coordinator

The December 8, 2025 meeting of the Cedar Rapids Airport Commission was called to order by Robin Therme at 7:30 a.m. in the Board Room at the Eastern Iowa Airport. 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.

#### Presentation of F.A.C.E.S. Award

The Commission recognized Eastern Iowa Airport's employee, Rosalinda Druecker, as our quarterly recipient of the F.A.C.E.S. award, for her excellence in customer service. We extend our gratitude to Rosalinda Druecker for ensuring excellence in customer service, safety and security at our airport.

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

Motion by Boyer, second by Smith, to approve the November 4, 2025; November 11, 2025; November 18, 2025; November 25, 2025; and December 2, 2025 bill lists – all aye.

#### Capital Projects, Facilities & Operations

Motion made by Parks, seconded by Boyer, to accept Resolution 77-12-25, authorizing a partial retainage reduction for the Terminal Modernization Phase 4 Project with Rinderknecht Associates, Inc. in the amount of \$1,291,654.18, which leaves a balance of \$1,609,560.18 in retainage— all aye.

#### Leases, Agreements & Contracts

Caleb Mason reported on the proposals received for the 2026 Farm Land Cash Rent Lease(s):

Tract	Tillable Acres	JCS Farms		Jim O'Connell		Netzger Farms		Ron & Shawn Nove		Wapsi Ridge Farms	
		\$/Acre	Total	\$/Acre	Total	\$/Acre	Total	\$/Acre	Total	\$/Acre	Total
Tract 1 (1A-1D)	454.8	\$427.00	\$194,199.60	\$350.00	\$159,180.00					\$437.55	\$198,997.74
Tract 2 (2A-2B)	94.5	\$317.00	\$29,956.50	\$340.00	\$32,130.00					\$330.00	\$31,185.00
Tract 3 (3A-3D)	213.3	\$347.00	\$74,015.10	\$340.00	\$72,522.00					\$436.00	\$92,998.80
Tract 4	143.1	\$427.00	\$61,103.70	\$340.00	\$48,654.00	\$377.00	\$53,948.70	\$320.00	\$45,792.00	\$435.00	\$62,248.50
Tract 5	138.9	\$317.00	\$44,031.30	\$340.00	\$47,226.00					\$436.00	\$60,560.40
Tract 8	148.6	\$427.00	\$63,452.20	\$350.00	\$52,010.00	\$377.00	\$56,022.20	\$375.00	\$55,725.00	\$438.00	\$65,086.80
Tract 9	61.9	\$295.00	\$18,260.50	\$350.00	\$21,665.00					\$320.00	\$19,808.00

Motion by Parks, seconded by Boyer, to approve Resolution 78-12-25 approving 2026 Farm Lease and Security Agreements – Cash Rent with Wapsi Ridge Farms, LLC; Ron and Shawn Nove; and Jim O'Connell – all aye.

Motion by Fisher, seconded by Smith, to approve Resolution 79-12-25 approving Amendment No. 2 to Airport Terminal Advertising Concession Agreement with Varsity Group Outdoor, LLC. – all aye.

Motion by Boyer, seconded by Parks to approve Resolution 80-12-25 approving and authorizing Execution of an Access and Use Agreement with the City of Cedar Rapids – all aye.

Motion by Boyer, seconded by Parks, to adopt Resolution 81-12-25 ratifying the execution of Oliver Wyman, LLC Task Order No. 3 for professional services for aerospace industry cluster development, for an amount not to exceed \$895,000 – all aye.

Director of Finance and Administration Kathy Bell reported on the monthly financials.

Operating Statistics	%			%		
	Oct-25	Oct-24	Change	2025 CYTD	2024 CYTD	Change
Total Passengers	146,643	136,668	7.3%	1,222,595	1,133,616	7.8%
Total Cargo	5,800,425	5,595,839	3.7%	46,938,862	42,522,983	10.4%
Total Landing Weight	116,165,817	108,673,784	6.9%	929,338,032	901,411,354	3.1%

  

Financials	2026 FYTD	2025 FYTD	%	2026 FYTD	2026 FYTD	%
	October 2025	Actuals	Actuals	Change	Actuals	Budget
Operating Revenue	10,947,744	8,978,716	21.9%	10,947,744	9,136,323	19.8%
Operating Expenses	(5,317,242)	(4,295,273)	23.8%	(5,317,242)	(5,145,522)	3.3%
Net Income	5,630,502	4,683,443	20.2%	5,630,502	3,990,801	41.1%

Director of Operations Daniel B. Brown reported:

- Snow removal is going great. Thank you to all teams involved in keeping all areas cleared.
- Progress is being made on the executive hanger; we anticipate beginning metal siding installation toward the end of this week or the beginning of next week.
- Terminal project update: Moving right along. More internal walls are coming down this week.
- Planning for the September 2026 tri-annual training is underway. This exercise will be multi-agency, involving local fire, police, and hospitals, structured similarly to recent exercises held in Louisville.
- Civil operations are up 190% due in part to Coe College flight school activity.

Director of Marketing & Communications Pam Hinman reported:

- 10<sup>th</sup> Record Month Total Passengers.
- November and December capacity is up 16% and 14% respectively over last year.

Airport Director Marty Lenss reported:

- Matt Gunderson has established the state's only Cirrus certified training flight facility. The facility received its official certification a few weeks ago and will operate out of the office space located on the second floor of the (FBO) building.
- Aviation Cluster Development meetings were held with the core working groups, alongside representatives from Iowa State University (ISU) and the Iowa Economic Development Authority (IEDA). Oliver Wyman Task Order 3 will be a 21-week process.

- The contract for aircraft deicing services will be tendered and awarded to an independent vendor by next winter.

There was no public comment.

**Legal**

Robin Therme entertained a motion "to go into closed session based on Iowa Code Section 21.5(1)(c), to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation."

At 8:13 a.m., Duane Smith moved, seconded by Barry Boyer, to enter into closed session to discuss strategy with legal counsel regarding pending or imminent litigation, per Iowa Code § 21.5(1)(c). The vote by roll call was as follows:

Robin Therme	"A"
Dr. Kristie Fisher	"A"
Clayton Parks	"A"
Duane Smith	"A"
Barry Boyer	"A"

At 8:44 a.m., Clayton Parks moved to end the closed session and reconvene the open session. The motion was seconded by Barry Boyer and the vote by roll call was as follows:

Robin Therme	"A"
Dr. Kristie Fisher	"A"
Clayton Parks	"A"
Duane Smith	"A"
Barry Boyer	"A"

At 8:44 a.m., the closed session ended, Robin Therme reconvened the open session by calling the meeting to order.

There being no other regular business before the Commission, Dr. Kristie Fisher moved for adjournment at 8:45 a.m., seconded by Clayton Parks.

  
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Clayton Parks, Secretary