

CEDAR RAPIDS AIRPORT COMMISSION

January 26, 2026 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 (Zoom)

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
 Vanessa Chavez, City Attorney (Zoom)
 Elly Whitson, Administrative Services Coordinator

The January 26, 2026 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.

Service Awards

Chairman Therme recognized the following employees for their dedication and outstanding service to the Airport.

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| • Dale Lefebure, Airport Temp Laborer II | 10 years (October) |
| • Sandra Sellnau, Airport Guest Services Associate | 1 year (October) |
| • Tyler Beck, Airport Guest Services Associate | 1 year (November) |
| • Michael Heinze, Airport Temp Laborer II | 1 year (November) |
| • Terry Gewecke, Airport Temp Laborer II | 1 year (November) |
| • Dustin Vis, Airport Temp Laborer II | 1 year (November) |
| • Larry Schantz, Airport Temp Laborer II | 1 year (December) |

Motion by Fisher, second by Parks, to approve the December 8, 2025 Commission meeting minutes – all aye.

Motion by Smith, second by Parks, to approve the December 9, 2025, December 16, 2025, December 30, 2025, January 6, 2026, and January 13, 2026 bill lists – all aye.

Capital Projects, Facilities & Operations

Motion by Fisher, seconded by Parks, to approve Resolution No. 01-01-26 to accept the Reconstruct Taxilane D and Replace ALCMS project AIP 78 with Metro Pavers Inc., in the amount of \$3,236,636.72, as complete – all aye.

Motion by Parks, seconded by Smith, to approve Resolution No. 02-01-26 to accept the 2025 Runway 9-27 Pavement and Markings Maintenance project with Advanced Traffic Control, Inc., in the amount of \$270,757.31, as complete – all aye.

Leases, Agreements & Contracts

Motion by Parks, seconded by Smith, to adopt Resolution 03-01-26 ratifying the acceptance of Systems Maintenance Agreement with Electronic Design Company (EDC) for the Airport public address system, for an amount not to exceed \$95,621.10 – all aye.

Motion by Parks, second by Fisher, to adopt Resolution 04-01-26 approving Amendment No. 1 to the Contract for Engineering/Architectural Services with Kimley-Horn and Associates, Inc. extending the term through 12/31/27 – all aye.

Motion by Smith, second by Parks, to approve Resolution 05-01-26 approving Amendment No. 1 to Task Order No. 2 with Kimley-Horn and Associates, Inc. extending the term through 12/31/26 – all aye.

Motion by Parks, second by Fisher, to approve Resolution 06-01-26 approving Task Order No. 3 with Kimley-Horn and Associates, Inc. for review services of proposed land uses within the Eastern Iowa Airport environment – all aye.

Motion by Smith, second by Parks, to approve Resolution 07-01-26 approving Amendment No. 1 to the Leasehold Agreement with D M G, Inc. dba Malloy Electric 10040 18th Street SW – all aye.

Motion by Fisher, second by Parks, to approve Resolution 08-01-26 approving Amendment No. 1 to the Leasehold Agreement with the City of Cedar Rapids for property at 10040 18th Street SW – all aye.

Motion by Smith, second by Parks, to approve Resolution 09-01-26 approving Amendment No. 5 to the Leasehold Agreement with DHL Express (USA), Inc. for property at 9435 Shepard Court SW – all aye.

Finance

Kathy Bell, Director of Finance and Administration presented the FY2027 budget to the Commission and reported that airport staff had met with the Finances, Contracts & Planning Committee to complete a detailed in depth review. Motion by Fisher, seconded by Parks, to accept Resolution No. 10-01-26, to approve the FY2027 Annual Budget. Projected gross revenues for July 2026 through June 2027 are \$89,38,922 and gross expenditures are \$88,831,339 – all aye.

Labor & Personnel

Motion by Parks, seconded by Smith, to approve Resolution 11-01-26 amending the organizational chart and associated pay grade – all aye.

Motion by Fisher, seconded by Parks, to approve Resolution 12-01-26 adopting Memorandum of Agreement – International Association of Firefighters Local 2607 – all aye

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

Operating Statistics	Dec-25	Dec-24	% Change	2025 CYTD	2024 CYTD	% Change
Total Passengers	138,367	124,294	11.3%	1,633,346	1,515,824	7.8%
Total Cargo	5,091,552	5,335,675	-4.6%	62,042,856	57,784,810	7.4%
Total Landing Weight 1,000 lb Unit	109,071	95,880	13.8%	1,251,803,521	1,189,698,329	5.2%
Financials						
	2026 FYTD	2025 FYTD	%	2026 FYTD	2025 FYTD	%
November 2025	Actuals	Actuals	Change	Actuals	Budget	Change
Operating Revenue	13,912,270	11,814,754	17.8%	13,912,270	11,689,524	19.0%
Operating Expenses	(6,971,812)	(5,279,374)	32.1%	(6,971,812)	(7,205,350)	-3.2%
Net Income	6,940,458	6,535,380	6.2%	6,940,458	4,484,174	54.8%
Financials						
	2026 FYTD	2025 FYTD	%	2026 FYTD	2025 FYTD	%
December 2025	Actuals	Actuals	Change	Actuals	Budget	Change
Operating Revenue	16,786,360	14,339,192	17.1%	16,786,360	14,242,726	17.9%
Operating Expenses	(8,276,184)	(7,129,994)	16.1%	(8,276,184)	(8,487,079)	-2.5%
Net Income	8,510,176	7,209,198	18.0%	8,510,176	5,755,647	47.9%

Airport Operations Director Daniel B. Brown reported:

- Executive Hangar Project: Behind schedule due to supply issues; concrete work will begin late February/early March.
- Terminal Project: Substantially complete as of Jan 7th.
- Cedar Ridge: Project tentatively opening mid-February.
- Snow Removal Equipment Project: Scheduled to break ground sometime in March.
- Baggage Handling System Project: Work commences Feb 3rd.

Airport Director Marty Lenss reported:

- YE ending December 2025 passenger total is 6% higher than 2024; third consecutive record-breaking year for passenger totals.
- March legislative event in Des Moines will focus the workforce cluster.
- State budget is flat. Coordinating with Gary for updates.

There was no public comment.

There were no legal issues or comments.

Motion by Parks, second by Fisher, to adjourn the meeting at 8:20a.m. – all aye.



Clayton Parks, Secretary