

CEDAR RAPIDS AIRPORT COMMISSION

August 24, 2026 7:30 a.m.

BOARD ROOM, THE EASTERN IOWA AIRPORT

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

Also Present: Marty Lenss, Airport Director
Kathy Bell, Director of Finance & Administration
Pam Hinman, Director of Marketing & Communications
Brian Moudry, Assistant Finance Director
Vanessa Chavez, City Attorney (Zoom)
Elly Whitson, Administrative Services Coordinator

The August 24, 2026 meeting of the Cedar Rapids Airport Commission was called to order by Dr. Kristie Fisher at 7:30 a.m. in the Board Room at the Eastern Iowa Airport. Chairman Fisher 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.

Chairman Fisher announced the regular scheduled Airport Commission meeting to be held on November 23, 2026 and December 28, 2026 are cancelled due to the holidays. The Airport Commission will hold a combined November/December meeting on Monday, December 7, 2026 at 7:30 AM.

Motion by Therme, seconded by Parks, to approve the July 27, 2026 Commission Meeting Minutes – all aye.

Motion by Smith, seconded by Therme to approve the July 28, 2026 and August 11, 2026 bill lists – all aye.

Capital Projects, Facilities & Operations

Motion by Parks, seconded by Therme, to approve Resolution 55-08-26 accepting the 2024 Parking Lot and Roadway Improvements project with Metro Pavers, Inc. as complete – all aye.

Kathy Bell reported on bids received for the Parking Access & Revenue Control System Replacement – Site Improvements project:

Contractor	Total Base Bid
American Excavation & Concrete LLC., Ely, IA	\$255,695.00
Boomerang Corp., Anamosa, IA	\$293,095.55
Egglestone Concrete Contractors Inc., Cedar Rapids, IA	\$299,515.00
Neumiller Electric, Inc., Tiffin, IA	\$316,552.50
Eastern Iowa Excavating Concrete, LLC, Cascade, IA	\$347,574.50

Motion by Therme, seconded by Smith, to approve Resolution No. 56-08-26 awarding the Parking Access & Revenue Control System Replacement – Site Improvements project to American Excavation & Concrete LLC with a total base bid of \$255,695.00 – all aye.

Motion by Parks, seconded by Therme, to approve Resolution 57-08-06 approving Foth Infrastructure & Environment, LLC Task Order 369 for Parking Access & Revenue Control (PARCS) Replacement – Site Improvements, Construction Services – all aye.

Motion by Therme, seconded by Parks, to approve Resolution 58-08-26 setting a public hearing for 7:30 a.m. on Monday, September 28, 2026 authorizing advertisement for the Baggage Handling System & Terminal Expansion project – all aye.

Motion by Smith, seconded by Parks, to approve Resolution 59-08-26 authorizing Airport Director to execute Foth Infrastructure & Environment, LLC Task Order 373 for Edgewood Road Realignment, Project Definition, not to exceed \$175,000 – all aye.

Leases, Agreements & Contracts

Chairman Fisher opened a public hearing at 7:42 a.m. for the Leasehold Agreement with Inland Deicing Services LLC for property located at 10400 18th Street SW. Caleb Mason reported no comments had been received prior to the public hearing. Chairman Fisher sought comments from the public in attendance and those participating via Zoom. With no comment from the public, Chairman Fisher closed the public hearing at 7:43 a.m.

Motion by Parks, seconded by Therme, to approve Resolution 60-08-26 approving and authorizing execution of a Leasehold with Inland Deicing Services LLC for property at 10400 18th Street SW – all aye.

Motion by Therme, seconded by Smith, to approve Resolution 61-08-26 approving and authorizing execution of an Agreement Regarding Purchase of Fuel with Inland Deicing Services LLC – all aye.

Motion by Smith, seconded by Parks, to approve Resolution 62-08-26 ratify acceptance of SAAS Subscription Agreement with Shredr Incorporated – all aye.

Motion by Therme, seconded by Parks, to approve Resolution 63-08-26 on Farm Leases, Contracts and Agreements – all aye.

Motion by Parks, seconded by Smith, to approve Resolution 64-08-26 adopting amendment to Airport Minimum Standards – all aye.

Finance & Administration

Motion by Smith, seconded by Therme, to approve Resolution 65-08-26 approving FY2027 IDOT Annual Aviation Grant Program Agreements – all aye.

Labor & Personnel

Motion by Parks, seconded by Therme, to approve Resolution 66-08-26 adopting amendment to Airport Policy Manual – Purchasing Policy – all aye.

Motion by Therme, seconded by Smith, to approve Resolution 67-08-26 amending organizational chart – all aye.

Director of Marking & Communications Pam Hinman reported:

- Enplaned passenger numbers increased by 2% year-to-date.
- July set a record for total enplaned passengers, by 1,100 passengers.
- The seasonal suspension of Denver service begins in a few days, marking a slightly earlier pause than in the past years.

- The planning committee met on Friday to organize the upcoming "Youth in Aviation" event, scheduled for October 17th. Further details will follow as planning progresses.

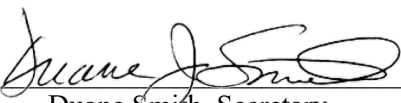
Airport Director Marty Lenss reported:

- On behalf of Ascentus, Caleb and Ellie traveled with NewBoCo (The New Bohemian Innovation Collaborative) to Wichita, Kansas, alongside regional Eastern Iowa partners to study premier aerospace and innovation hubs for National Aviation Day.
- A future trip with Greater Iowa City, Inc. and regional partners will take place in September to study Huntsville's booming aerospace and defense industry.
- Recruitment for the Chief Operating Officer (COO) position is progressing well. We bypassed a traditional headhunter, opting instead to post the position directly with the American Association of Airport Executives (AAAE) and Airports Council International (ACI). Resulting in 7 to 8 highly-qualified candidates currently under consideration.

There was no public comment.

There were no legal issues or comments.

Motion by Parks, second by Therme, to adjourn the meeting at 8:06 a.m. – all aye.



Duane Smith, Secretary