



**Wednesday, February 12, 2026
Airport Board minutes**

City Hall Council chambers

"The Airport Board's mission is to advise the Council in developing the future of Independence aviation."

Call to Order:

Meeting called to order at 5:05 p.m. by Vice Chair Vicky Pilcher.

Roll Call:

Present – Rottinghaus, Payne, Pilcher, Brad Lichty, Merritt Jones

Others in attendance – City Manager Matthew Schmitz, Airport Director Brett Soukup

Absent Unexcused – None

Approve the Agenda:

Motion – Lichty Second – Payne Ayes – All

Approve the Minutes:

Motion – Jones Second – Lichty Ayes – All

Public Comment: None

NEW BUSINESS

Election of Officers:

The Board made a motion to elect Pilcher as Chairperson.

Motion – Rottinghaus Second – Lichty Ayes – All

The Board made a motion to elect Jones as Vice Chair.

Motion – Lichty Second – Payne Ayes – All

The Board made a motion to elect Lichty as Secretary.

Motion – Jones Second – Payne Ayes – All

Engineer Update:

Brett provided a brief update on SRE equipment. Staff completed a cost analysis for the engineering firm to ensure the proposed fees were in line with similar projects. This information was compiled and submitted to the City Council for approval and has been forwarded to the FAA. The project is now moving to the next steps.

Chairperson / City Manager Update:

No report given.

Submitted RFPs for Review:

The Board received two RFP submittals from two companies. Each proposer was asked to provide an overview of their proposal, background, and why they would be a good fit for Independence. The Board asked each candidate questions. After the discussion, both candidates excused themselves from the meeting.

The Board discussed the submittals and determined they did not want to complete the evaluation without additional time to review the proposals and responses. The Board requested a special meeting after review. The Board unanimously agreed to hold a special meeting on February 17th at 11:30 a.m. Central Time at City Hall in the City Council Chambers to continue review. This will also allow the Airport Director time to contact references and report back to the Board.

Airport Director Update:

Brett reported that several events are scheduled in the coming months. The airport is partnering with the Independence Library for the “One Book Indy” program. The airport will host an open house on March 7, 2026, from 10:00 a.m. to 12:00 pm, which will provide community outreach. Additionally, staff is coordinating with the Cub Scouts for an annual airport tour in April. Brett noted efforts to introduce new activities and variations to the events each year.

Revenues and Expenses to Date:

Revenues and expenses were discussed. No major questions were raised. Discussion focused on next year’s budget and ongoing staff discussions regarding projected numbers and potential impacts. City staff will continue meeting with Council to work through the budget process.

Adjournment:

Meeting adjourned at 6:55 p.m.

Motion – Jones Second – Payne Ayes – All

Submitted by,
Airport Director
Brett Soukup