

MINUTES
WATERLOO REGIONAL AIRPORT BOARD

Tuesday, August 22, 2017

I. ROLL CALL

Vice Chairperson, Steve Dust, called the meeting to order at 12:00 p.m.

Board Members Present: Steve Dust, Dr. Linda Allen, Chuck Needham, Arlene Humble and Gwenne Berry.

Board Members Absent: Hugh Field and Scott Voigt.

City Officials Present: Councilman Tom Lind and Councilman Steve Schmitt.

Airport Staff Present: Keith Kaspari, Airport Director and Sheila Combs, Airport Bookkeeper.

Other Attendees: David Hughes and Doug Schindel, AECOM; Adrienne Miller, City Planning; Tim Newton, Livingston Aviation.

II. AGENDA AS RECEIVED OR AMENDED

Moved by Allen, seconded by Berry, to approve the agenda. Ayes: 4. Motion carried.

III. PUBLIC COMMENTS

None.

IV. REPORTS

A. Director's Report:

Kaspari asked for questions on his written report. Hearing none, he stated that it has been a very busy month, getting ready for the Full-Scale Disaster Exercise. Also getting ready to start AIP construction and IDOT CSVI Projects.

B. Planning & Development Report:

Board reviewed the Planning and Grant Development report. Hangar 5 roof work is scheduled to begin on Monday (8/28) and HVAC work on the GA Terminal has been started.

Dust asked about the timing on Hangar 5, Hughes stated work is scheduled to be completed by the end of September. Notice to Proceed on Taxiway C should be received from FAA soon.

C. Legislative Updates:

Reviewed legislative updates from the American Association of Airport Executives.

Kaspari stated that the House is only 12 votes short of passing the Air Traffic Control Privatization bill, which would be troublesome for local pilots. Newton stated that he is 100% opposed to the privatization, as it would be very detrimental to general aviation.

Berry asked if an editorial in the Courier would help get the word out so people would contact their representative and encourage them to vote against the bill. Dust asked for Kaspari's recommended action.

Kaspari stated that Board members need to advocate against this with legislators, also editorials or local news stories would be good ways to get the message out.

D. Monthly Airport Reports:

Board reviewed and discussed airline stats for July and year to date. Kaspari pointed out that enplanements have been slightly down but November and December are usually good months.

Dust asked if construction would affect flights. Kaspari stated that the joint repair work has been pushed to spring, in order to keep it from affecting football charters and upcoming Honor Flights.

Humble moved reports be received and placed on file, seconded by Needham. Ayes: 4. Motion carried.

V. BOARD APPROVAL

A. Approval of Minutes of July 25, 2017 Regular Meeting.

Minutes of the July 25, 2017 meeting were reviewed. Humble moved approval of the minutes, seconded by Berry. Ayes: 4. Motion carried.

B. Motion to Receive and File July 2017 Expenses.

All operating and capital expenses were reviewed. Moved by Needham, seconded by Humble, that expenses be received and placed on file. Ayes: 4. Motion carried.

VI. OLD BUSINESS

A. Update: Volaire Aviation – Final Draft of True Market Study and Leakage Analysis.

Board reviewed and discussed the True Market Study, a copy of which will be submitted to airlines considering EAS bids for Waterloo service.

VII. NEW BUSINESS

A. USDOT Invitation to EAS Air Carrier Community.

Board reviewed the request for proposals from the USDOT. Dust asked if a public meeting would be held, as had been done in 2011.

Humble asked if Delta might bid, as she had read that they are starting to look at servicing smaller communities again. Dust asked if there were any objections to communicating with Delta if see if there is interest, no objections. Dust directed Kaspari to reach out to his contacts with Delta.

Schmitt asked if a committee could be put together to visit local major employers (i.e. John Deere, UNI) and see what it would take to get a commitment from them to fly out of ALO.

Kaspari will work with Berry and Needham to discuss this possibility.

B. Board Presentation: AECOM – Airfield Pavement Management Analysis.

Hughes provided an overview of the DRAFT study AECOM recently completed. This information will be used to prioritize future pavement rehabilitation projects. Final draft is expected for the September meeting of the Airport Board.

C. FAA Program: FY-2018 – Draft of Proposed Projects for Grant Application.

Kaspari reviewed the draft of upcoming AIP projects (CIP). Final approval is pending discussion with FAA officials during the 4-States Aviation Conference. The final draft will be presented to the Board at the September meeting.

D. IDOT Program: FY-2018 – Draft of Proposed Projects for Grant Application.

Kaspari reviewed the draft of upcoming IDOT projects, including the need to replace carpeting in the Terminal (main floor, at least) in the near future, and stated that he needs to check with the IDOT Office of Aviation to see if this would be an approved project.

Dr. Allen asked if finished concrete rather than carpet has ever been considered, and stated they are doing that in their new building. Kaspari would like to check Hawkeye's facility when construction on the campus is complete.

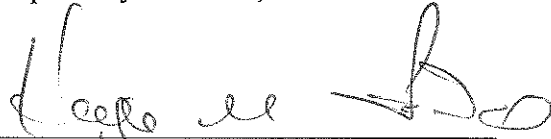
VIII. STAFF AND BOARD MEMBER COMMENT

Kaspari gave an overview of the scenario for tomorrow's (August 23, 2017) Triennial Full-Scale Disaster Exercise and stated that Board members should expect to receive formal notification from Staff, as they are included on the Airport notification call-tree.

IX. ADJOURNMENT

Hearing no objections, Dust adjourned the meeting at 1:16 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Hugh M. Field", written over a horizontal line.

Hugh M. Field, Chairperson