

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Tuesday, December 19, 2017

I. ROLL CALL

Chairperson, Field, called the meeting to order at 11:58 a.m.

Board Members Present: Hugh Field, Steve Dust, Arlene Humble, Scott Voigt and Dr. Linda Allen. Chuck Needham participated via telephone.

Board Members Absent: Gwenne Berry.

City Officials Present: Noel Anderson, Planning and Zoning.

City Officials Absent: Councilman Steve Schmitt, Councilman Tom Lind.

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

Other Attendees: David Hughes and Doug Schindel, AECOM; Tim Newton and Rick Young, Livingston Aviation; and numerous general aviation pilots.

II. AGENDA AS RECEIVED OR AMENDED

Moved by Humble, seconded by Allen, to approve the agenda. Ayes: 5. Motion carried.

III. PUBLIC COMMENTS

Tim Newton stated that he had sent an email regarding the possible closure of Runway 6-24, so would keep his comments brief but wanted to stress that the third runway is important to general aviation (GA) pilots and brings value to the airport.

David Hughes spoke about the existing (poor) pavement condition. FAA does not see a need for three runways, so stopped funding any rehabilitation of 6-24 many years ago. Hugh Field asked if the runway could be shortened to allow southwest industrial park development to go forward and to reduce the cost of needed rehabilitation. Hughes stated it could be shortened as commercial jets don't use it and private planes don't need as long a runway to land. Newton stated that bigger private jets still need close to 5,000 feet. Keith Kaspari stated that FAA nav aids would need to be moved in if the ends of the runway were removed. Rick Young asked why 6-24 has already been closed for the winter season since there has not yet been any adverse weather. Joel Harris stated that no other airport in Iowa has three runways and it makes us stand out from the others. Young asked about standards used to evaluate pavement, if FAA is not funding, are lower standards applied. Hughes explained the standards (still need to pass FAA inspection). Young stated if city officials are concerned about economic development the city should fund rehabilitation needed to keep 6-24 open, as 93% of landings are by private planes.

Kaspari spoke about air traffic stats; operations are down over the previous year.

Field stated that Board will look at a cost-benefit analysis next month when the pavement analysis by AECOM is completed, rather than just looking at the benefits now.

Steve Dust moved public comments be received and placed on file; seconded by Humble. Ayes: 5. Motion carried.

IV. REPORTS

A. Director's Report.

Kaspari reviewed written report. Scott Voigt again asked why Runway 6-24 is already closed for the winter season when it can be closed at a moment's notice when weather requires closure.

Dust moved that airport keep Runway 6-24 open unless weather requires closure, that runway is reopened as soon as possible once it is clear and that the standards followed to make the decision to close should be clearly understandable. Seconded by Humble. Ayes: 5. Motion carried.

B. Planning & Development Report.

N/A; Projects discussed under Old Business.

C. Legislative Updates.

Discussed probability of upcoming government shutdown.

D. Monthly Airport Reports.

Board reviewed year-to-date budget, AA performance and fares.

V. BOARD APPROVAL

A. Approval of Minutes of October 24, 2017 Regular Meeting.

Minutes of the October 24, 2017 meeting were reviewed. Allen moved approval of the minutes, seconded by Dust. Ayes: 5. Motion carried.

B. Approval of Minutes of November 17, 2017 Special Meeting.

Minutes of the November 17, 2017 meeting were reviewed. Voigt moved approval of the minutes, seconded by Allen. Ayes: 5. Motion carried.

C. Motion to Receive and File October 2017 Expenses.

All operating and capital expenses were reviewed. Voigt questioned amount paid to Schumacher Elevator, Combs explained this was a quarterly invoice for monthly service. Moved by Allen, seconded by Humble, that expenses be received and placed on file. Ayes: 5. Motion carried.

D. Motion to Receive and File November 2017 Expenses.

All operating and capital expenses were reviewed. Moved by Allen, seconded by Humble, that expenses be received and placed on file. Ayes: 5. Motion carried.

E. Approval of T-Hangar Lease with David Hummel.

Moved by Allen, seconded by Dust, that lease be approved. Ayes: 5. Motion carried.

VI. OLD BUSINESS

- A. General Discussion – Southwest Development.
Noel Anderson reviewed development being looked at along Leverage Road and explained why this site is desired, including close proximity to rail line, ability to add a rail spur, and located across the road from the company's existing building.
- B. Update: Draft Copy of the Airport Pavement Management Program.
Reviewed parts of August draft, should have final copy for review next month.
- C. Update: Regional Fly-In – Aircraft Owners and Pilots Association (AOPA).
Kaspari stated that he had spoken with an AOPA Rep about hosting a future fly-in. With upcoming projects, 2019 would be the best year for ALO to host.
- D. Update: FAA Funded Construction – Taxiway Charlie and Runway 12/30 Repair.
Kaspari stated that a stop-order had been issued on construction and runway 18-36 was reopened. Construction will continue in the spring.
- E. Update: Parking Lot Equipment Replacement Project.
Kaspari reported that specs are ready to go, need to change bid due dates and will put out for bid after January 1st. Should be a spring 2018 project.
- F. Update: USDOT – General and/or Additional Board Discussion on Community Recommendation.
Kaspari reported there have been no updates from USDOT on air carrier selection. Will need to reach out to whichever airline gets the bid and would be best to plan a visit to their office.

VII. NEW BUSINESS

- A. Discussion of FY-2019 Budget.
Preliminary budget numbers for FY-19 will be due in January, probably before the next meeting. Dust requested that a copy of the preliminary budget be sent to Board members for review.
- B. Farm Agreement Discussion.
Waiting for final 2017 tally from farmer. Item will be picked up for discussion in January.
- C. Discussion of Meeting Dates and Times for CY-2018 Board Meetings.
Kaspari asked if the 4th Tuesday at noon meetings still work best for everyone. Consensus was that this time works as good as any other.

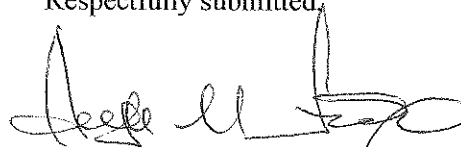
VIII. STAFF AND BOARD MEMBER COMMENT

Kaspari wished everyone happy holidays.

IX. ADJOURNMENT

Moved by Dust, seconded by Voigt, that meeting be adjourned at 1:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Hugh M. Field", written in a cursive style. The signature is positioned above a horizontal line.

Hugh M. Field, Chairperson