

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Tuesday, October 22, 2019

I. ROLL CALL

Chairman Hugh Field called the meeting to order at 12:01 p.m.

Board Members Present: Arlene Humble, Cary Darrah, Scott Voigt, Chuck Needham and Hugh Field

Board Members Absent: Gwenne Berry

City Officials Present: Councilmembers Margaret Klein and Ray Feuss; Adrienne Miller, Planning Dept.

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

Other Attendees: Doug Schindel and David Hughes, AECOM; Tim Newton, Livingston Aviation; Lori McConville, Prospective Board Member; Joel Harris and Lynn Moller, Local Pilots.

II. AGENDA AS RECEIVED OR AMENDED

Moved by Mrs. Darrah that the agenda be approved, seconded by Mrs. Humble. Ayes: 4. Motion carried.

III. PUBLIC COMMENTS

Joel Harris asked what the “bomb squad” was doing on Runway 6/24 recently. Mr. Kaspari stated that the Waterloo Police Department, in conjunction with Zanotti Armor, did a drone video with WPD’s vehicle and a company safe.

Mr. Harris also asked about the possibility of painting the runway numbers and maybe some striping on Runway 6/24. Mr. Kaspari stated that painting and re-marking the entire runway would cost about \$100,000. Mr. Harris asked if the city street department could do it for significantly less than that.

Mr. Kaspari stated that if they could they would still likely bill us for their time and equipment and we would have to cover the cost of paint. Mr. Harris asked if a group of pilots could do the painting. Mr. Kaspari said no, that wouldn’t be acceptable.

Mr. Harris asked Mr. Field if he could talk to the Mayor about having the street department do it. Mr. Field said he would make a call.

Mr. Needham moved that public comments be received and placed on file, seconded by Mrs. Darrah. Ayes: 4. Motion carried.

IV. REPORTS

A. Airport Director

Mr. Field asked about the \$80,000 bond funds available for the overlay of the employee parking lot and sections of Livingston Lane, and where the additional \$10,580 would come from.

Mr. Kaspari stated that would be paid out of the Airport Operating budget.

He also stated that the Finance Committee had approved the expenditure authorization at the previous night's meeting and the work would be scheduled immediately before it gets too cold to do it.

Mr. Field asked about the new lease with Air Methods and wondered if they will continue to respond to the Waterloo hospitals. Mr. Kaspari said they will.

Mrs. Darrah asked if Mr. Kaspari's conversation with Dr. Nook (UNI President) included a commitment for his staff to fly out of Waterloo.

Mr. Kaspari stated that they had a very positive conversation and that Dr. Nook stated they would always look to ALO first when planning air travel.

B. Monthly Planning & Development Report – No formal report but Mr. Kaspari stated that FAA will continue to offer supplemental funding for Airport Improvement projects in FY-20.

Mr. Field asked if there are future projects that should be moved up in order to take advantage of the additional funding. Mr. Kaspari stated we may have some projects that could be moved up.

C. Legislative Information - No discussion.

D. Misc. Monthly Airport Reports

Reviewed and discussed YTD budget, AA Performance and Fares.

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

V. BOARD APPROVAL

A. Approval of Minutes of the July 23, 2019 Regular Meeting

Mr. Voigt moved that the minutes of the July 23, 2019 meeting be approved, seconded by Mrs. Darrah. Ayes: 4. Motion carried.

B. Motion to Receive and File July – August - September 2019 Expenses

Mr. Voigt moved that the July, August and September 2019 expenses be received and filed, seconded by Mrs. Darrah. Ayes: 4. Motion carried.

VI. OLD BUSINESS

A. New Hangar Development Update – A-Line ALO, LLC

Mr. Kaspari stated that construction is underway and they hope to have the hangar ready for occupancy by the end of the 1st Quarter of 2020.

B. Update of Physical Improvements to Airport Electrical Equipment by Mid-American Energy

With the completion of updates at the Air Traffic Control Tower, Mid-American Energy has completed the planned electrical upgrades on the airfield and landside of the Airport.

Mr. Field asked for an update on the Tower and TRACON status. Mr. Kaspari stated that he spoke with the FAA recently about the infrastructure in place here, including recent improvements, and asked if that meant they plan to leave the TRACON ops here but he hasn't received a response yet.

C. Update of Work by Volunteer Group – Air Service Working Group -- ASWG

The Air Service Working Group is still actively raising funds to pay for air service consultant fees. Mrs. Darrah stated that the sole purpose of the group is increasing air service at ALO, whether through a 3rd daily flight to Chicago, or a daily flight to Dallas, in addition to our 2 flights to Chicago.

Mr. Kaspari stated that he would like to schedule a late fall meeting with American Airlines, facilitated by Volaire Aviation, to continue to work toward a commitment of a 3rd flight and how much of a revenue guarantee would be required.

VII. NEW BUSINESS

A. Additional Hangar Development (New Request Received by Staff)

Mr. Kaspari stated that he has received another inquiry about potential new hangar development. Discussion followed.

B. Staff Update on PFAS: (Poly-Fluoroalkyl Substances)

Mr. Kaspari stated that the FAA is studying the hazardous effects of PFAS, which is the active ingredient in AFFF fire-fighting foam.

Procedures will be put in place to regularly test the product we have on hand.

C. Iowa DOT Aviation Bureau Grant Documents (Vertical Infrastructure and Air Service)

Mr. Kaspari reported that we have received the FY-20 IDOT grants, both Commercial Service Vertical Infrastructure and Air Service Development.

The CSVI grant is about \$27,000 more than we usually receive and will be used for environmental mitigation of the mold and asbestos found in Hangar 4.

D. USDOT – EAS Invitation to Air Carrier Community to Serve Waterloo

The deadline for EAS bids was October 15, 2019. Mr. Kaspari stated that the only bid received by the USDOT for Waterloo Air Service was from American Airlines.

Mr. Kaspari stated that we can move forward with FY-20 marketing of ALO and American Airlines, in contrast with two years ago when we lost passengers over the uncertainty of whether American would continue to provide service, or if United would serve Waterloo.

The community comment period is now open, with comments to be submitted to the USDOT no later than November 18, 2019.

Mr. Voigt and Mrs. Darrah wondered if it would be appropriate at this time to comment on our desire for a 3rd daily flight.

E. Office Lease: Air Methods Corporation (Air Ambulance)

Mr. Kaspari stated that a short-term lease of approximately 6 months has been approved, at the urging of Mayor Hart, for Air Methods to lease the two vacant airline offices.

F. FY2021 – 2025 CIP – Capital Improvement Program

Mr. Kaspari stated that the list of projects submitted (due date was October 18, 2019) is on page 3 of the Director's Report for review.

Mr. Needham stated he was surprised to see the request for Minimum Revenue Guarantee for a 3rd flight listed as a "Capital Improvement". Mrs. Combs stated that the CIP program is our only means of requesting city funds. Mr. Needham moved approval of the CIP Requests, as submitted, seconded by Mrs. Humble. Ayes: 4. Motion carried.

G. Update and Discussion of Agreement with Kingfisher Aviation

Mr. Kaspari stated that he has been unable to make any progress on negotiating the Kingfisher lease, and that the floor work, for which a rent abatement was approved by the Board in February 2019.

However, the floor work has not been done but Kingfisher has been taking the rent abatement plus more off what we have invoiced them since April.

Their current outstanding balance is \$12,969.42 for Corporate Hangar rent plus \$270 for the T-Hangar they rent. Mr. Voigt stated that he has met with Bob Petersen twice and understands his point of view but since the proposed lease copy Mr. Petersen has was not approved by the Board, it's not an official document and doesn't allow him to lower his hangar rent.

Mr. Field stated that the best thing to do would be to involve the City Attorney to work out a deal. Mr. Kaspari will contact him.

VIII. STAFF AND BOARD MEMBER COMMENT

Mr. Kaspari asked if November 26th, Tuesday of Thanksgiving week still works for our next meeting, which is supposed to be the Strategic Planning session. Most in attendance said they would be available; however, Mr. Field has a conflict. Mr. Kaspari stated he will be in touch.

IX. ADJOURNMENT

Mr. Voigt moved that the meeting be adjourned at 1:30 p.m., seconded by Mr. Humble. Ayes: 3. Motion carried.

Respectfully submitted,



Hugh M. Field, Chairperson