

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Wednesday July 21, 2021

I. ROLL CALL

Chair Arlene Humble called the meeting to order at 12:02 p.m.

Board Members Present: Cary Darrah, David Deeds, Todd Holcomb, Arlene Humble, Gwenne Berry, Scott Voigt and Doug Rathburn.

Board Members Absent: N/A

City Officials Present: Councilmembers Margaret Klein and Ray Feuss.

Airport Staff Present: Keith Kaspari, Airport Director.

Other Attendees: Ms. Amie Rivers, General Municipal Reporter for The WCF Courier (Daily Newspaper)

II. AGENDA AS RECEIVED OR AMENDED

Moved by Mrs. Darrah, seconded by Mrs. Berry that the agenda be approved as received.
Motion carried.

III. PUBLIC COMMENTS

None.

IV. REPORTS

A. Airport Director

Mr. Kaspari provided an update on the month's activities by the Staff, and asked if there were any questions on his report, and there were none.

B. Monthly Planning & Development Report – Pictures of the progress for airfield construction were included in the Board Members packet.

C. Legislative Information & Updates – Mr. Kaspari included information in the Board Members packet on IPAA correspondence to Governor Reynolds on CSVI amounts; and, ACI-NA Updates on a U.S. House Committee on action regarding the PFAS Action Act.

D. Misc. Monthly Airport Reports

Mr. Kaspari stated that passenger numbers for June were better (1,373) than in May (958).

Mr. Kaspari provided further comment that ALO may not see a schedule similar to the preferred pre-COVID schedule (Ex: Daily Departures at 6:20 a.m. and 1:15 p.m.) with Arrivals at 12:50 p.m. and 9:45 p.m.) until possibly November.

V. BOARD APPROVAL

A. Approval of Minutes of the May 26, 2021 Regular Meeting

Mrs. Berry moved that the minutes of the May 26, 2021 meeting be approved, seconded by Mr. Deeds. Motion carried.

B. Motion to Receive and File May and June 2021 Expenses

Dr. Holcomb moved that the May and June 2021 expenses be received and filed, seconded by Mr. Rathburn. Motion carried.

C. Motion to Direct Staff to File Appropriate application for FY-2021 Airport Rescue Grant for ALO in the Amount of: \$1,135,973.00.

Mr. Deeds moved that Staff File an Application to the FAA for a FY-2021 Airport Rescue Grant for Waterloo Regional Airport in the amount of \$1,135,973, Seconded by Mr. Voigt. Motion carried.

VI. OLD BUSINESS

A. Update: Osprey Aviation Hangar – Certificate of Occupancy

In the Board Packet, Mr. Kaspari provided a copy of the Certificate of Occupancy for the Osprey Corporate Aviation Hangar to showcase to the Airport Board that the construction of the hangar is substantially complete.

B. Update: New Airport Website Project

Mr. Kaspari provided an update to the Board that the launch of the new airport website and logo / rebranding project has been completed.

To provide project funding, Mr. Kaspari provided his thanks to the Staff at Experience Waterloo for the grant via their Hotel / Motel Mini Tax Grant at \$14,500 which paid for the above.

Work for both initiatives was completed by the Staff at Advance Media, NY.

VII. NEW BUSINESS

A. Mr. Kaspari introduced Mr. Doug Rathburn, Manager of the Supply Chain, for John Deere's Manager of Supply Management – Large Tractors. Mr. Rathburn provide a summary of his background, etc.

B. Mr. Kaspari opened the floor for the annual Election of Officers.

Mrs. Darrah recommended and made a motion of support that Arlene Humble continue as Board Chair. This was seconded by Mrs. Berry. Motion Passed.

Mrs. Darrah recommended and made a motion of support that Scott Voigt continued as Board Vice Chair. This was seconded by Dr. Holcomb. Motion Passed.

C. Mr. Kaspari provided a general summary of the Airport Rescue Grant (ARPA) American Rescue Plan Act, as submitted by Staff, as described earlier in Section V, Board Approval (C).

D. Mr. Kaspari led discussion with the Board on Staff's request for recommendation on Rates and Charges for Airline Charters operating through the airline passenger terminal building.

A motion of support was made by Mr. Rathburn, with a Second by Mr. Deeds.

Motion passed

E. Mr. Kaspari led discussion with the Board on Staff's update on the FAA-Issued "Cert-Alert" regarding the Overflow and Overfill protection of both Mobile Fuelers (Fuel Trucks) and Bulk Fuel Storage Tanks, for compliance with Section 407 of the NFPA (National Fire Protection Association), 2017 Edition of the NFPA Regulation.

A motion of support was made by Mr. Deeds, with a Second by Mrs. Berry.

Motion passed

F. Mr. Kaspari provided an update regarding the airport's use of Aqueous Film Forming Foam, or AFFF, via ALO's Airport Fire Department and the type of Fire Fighting Foam that is used to extinguish aircraft fires, via House Resolution No: 2467.

This will allow the airport staff to continue to use AFFF until the Federal Aviation Administration provides approval for an environmentally-approved alternate.

G. Mr. Kaspari provided an update on the trip to St. George, UT.

H. Mr. Kaspari provided an update on the potential for an in-person visit to Dallas, or to schedule a future virtual meeting with officials from American Airlines.

VIII. STAFF AND BOARD MEMBER COMMENT

No comment was provided by Staff or any Board Members.

IX. ADJOURNMENT

A Motion to Adjourn the meeting was offered by Mrs. Berry and Seconded by Dr. Holcomb. Motion passed. Meeting adjourned at 12:52.

Respectfully submitted,


Arlene Humble, Chairperson