

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Wednesday May 26, 2021

I. ROLL CALL

Chair Arlene Humble called the meeting to order at 12:04 p.m.

Board Members Present: Cary Darrah, David Deeds, Todd Holcomb and Arlene Humble.

Board Members Absent: Scott Voigt and Gwenne Berry.

City Officials Present: Noel Anderson, Councilmembers Margaret Klein and Ray Feuss.

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

Other Attendees: AECOM: Doug Schindel and David Hughes.

II. AGENDA AS RECEIVED OR AMENDED

Moved by Mrs. Darrah, seconded by Mr. Deeds, that the agenda be approved as received. Ayes: 3. Motion carried.

III. PUBLIC COMMENTS

None.

IV. REPORTS

A. Airport Director

Mr. Kaspari gave an update on Item #2 of his written report, reporting that the House and Senate have approved \$1.9 million in funding for Commercial Service Vertical Infrastructure grants for FY-22. This has not been signed by the Governor but will be after the 30-day legislative requirement.

Funds received will be combined with remaining funds from FY-20 and 21 to continue Hangar 4 interior and exterior improvements.

Mr. Kaspari asked if there were any questions on his report and there were none.

B. Monthly Planning & Development Report – N/A

C. Legislative Information

No discussion.

D. Misc. Monthly Airport Reports

Mr. Kaspari stated that passenger numbers for April were much better than we have seen and it appears that May will surpass April.

However, the flight schedule for June is not ideal and AA has said that the July schedule will be the same.

Mr. Kaspari provided further comment he would reach out to AA route planners to see if the times could be revised before July is finalized.

Mr. Deeds stated that a meeting should be requested with AA officials before the EAS bid packages go out for 2022 – 2024 Air Service.

V. BOARD APPROVAL

A. Approval of Minutes of the April 28, 2021 Regular Meeting

Mrs. Darrah moved that the minutes of the April 28, 2021 meeting be approved, seconded by Dr. Holcomb. Ayes: 3. Motion carried.

B. Motion to Receive and File April 2021 Expenses

Mr. Deeds moved that the April 2021 expenses be received and filed, seconded by Mrs. Darrah. Ayes: 3. Motion carried.

VI. OLD BUSINESS

A. Update: Kingfisher Aviation Lease Agreement

Mr. Kaspari reported that the lease has been fully executed. Term is three years with two additional three year options.

B. Update: Water Main Installation Project – Mid-Port Blvd. to Betsworth Drive

Mr. Kaspari reported that this project has been completed.

VII. NEW BUSINESS

A. Request to Consider Staff's Recommendation of Airline Fee Waivers for Air Service Expansion

Mr. Kaspari presented proposed fee waivers for a schedule airline agreeing to a third daily flight out of ALO, or a flight to an additional or 2nd hub destination, and stated that a Minimum Revenue Guarantee (approximately \$1.5 million) would have to be funded by the City and other stakeholders before an airline would consider adding a 3rd flight.

Negotiations for expanded air service could begin after the 2022 EAS bids have been received and awarded by the USDOT.

Mrs. Darrah moved that the recommended fee waivers from Staff and the Air Service Working Group be moved and forward to City Council for consideration, seconded by Dr. Holcomb. Ayes: 3. Motion carried.

VIII. STAFF AND BOARD MEMBER COMMENT

Mr. Kaspari suggested that the June meeting be cancelled as he will be out of the office for about 10 days in June on vacation until the day before the meeting, leaving no time to prepare the agenda and reports.

Board consensus was that the July meeting should be moved up to the 3rd week, (July 21st), so as to not conflict with RAGBRAI.

IX. ADJOURNMENT

Mrs. Humble adjourned the meeting at 12:39.

Respectfully submitted,



Arlene Humble, Chairperson