

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Wednesday November 17, 2021

I. ROLL CALL

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

Board Members Present: Cary Darrah, Arlene Humble, Doug Rathburn and David Deeds.

Board Members Absent: Gwenne Berry, Scott Voigt and Todd Holcomb.

City Officials Present: Councilmember Ray Feuss.

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

Other Attendees: Doug Schindel.

II. AGENDA AS RECEIVED OR AMENDED

N/A

III. PUBLIC COMMENTS

None.

IV. REPORTS

A. Airport Director

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

B. Legislative Information & Updates

None.

C. Misc. Monthly Airport Reports

Reviewed miscellaneous reports. Airline stats are improving and fares are still very attractive.

V. BOARD APPROVAL

A. Approval of Minutes of the October 27, 2021 Regular Meeting

Mrs. Darrah moved that the minutes of the October 27, 2021 meeting be approved, seconded by Mr. Rathburn. Ayes: 3. Motion carried.

B. Motion to Receive and File October 2021 Expenses

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

VI. OLD BUSINESS

A. Verbal Update: Monthly Airfield Construction – Taxiway Bravo, Charter Apron, East Ramp and Tree Removal

Mr. Kaspari stated that the airfield construction has been completed (pictures of work completed were included in the Board packet).

VII. NEW BUSINESS

A. Discussion of Parking Rates and Time in the Parking Lot at No Charge.

Mrs. Humble suggested that the daily parking rate should be increased to \$8.00 and that the fee schedule should be simplified. Her suggestion was:

0 – 2 hours	Free
2 – 6 hours	\$5.00
6 – 24 hours	\$8.00

Discussion followed. Mr. Deeds stated that he would be in favor of increasing the daily rate with the caveat that some of the increased revenue be allocated to beautify the Terminal entrance area with some easy-to-care-for plantings in the island portion of the entrance.

Moved by Mr. Deeds, seconded by Mrs. Darrah, that effective July 1, 2022 parking rates are increased to \$8.00 per day, following Mrs. Humble’s suggested fee schedule and with the before-mentioned caveat about plantings. Ayes: 3. Motion carried.

B. Review of Staff Recommendations of Airport Rates and Charges Effective July 1, 2022 & July 1, 2023.

Board discussed handout detailing current and suggested rates and charges. Consensus was to continue this discussion at the December meeting.

C. General Discussion: Discussion of Bids Received via the U.S. Department of Transportation's Office of Aviation Analysis for Waterloo Regional Airport beginning with the Next Term of Scheduled Service to Begin on or about May 1, 2022.

Board discussed the bids received from American Airlines and Air Choice One. Board recommended to continue with American Airlines service to Chicago O'Hare.

Moved by Mr. Deeds, seconded by Mrs. Darrah, that the Board support the bid by American Airlines to continue to serve ALO. Ayes: 3. Motion carried.

VIII. STAFF AND BOARD MEMBER COMMENT

Mr. Kaspari asked for input on moving the December meeting to the 3rd Wednesday, December 15th. Board consensus was to move the meeting to 3:00 p.m. on December 15, 2021.

IX. ADJOURNMENT

Hearing no objections, Mrs. Humble adjourned the meeting at 1:10 p.m.

Respectfully submitted,



Arlene Humble, Chairperson