

**MINUTES**  
**WATERLOO REGIONAL AIRPORT BOARD**  
**Wednesday, March 23, 2022**

**I. ROLL CALL**

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

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

Board Members Absent: N/A

City Officials Present: Councilmember Liaison John Chiles (via Zoom).

City Staff Present: Adrienne Miller, Noel Anderson – Planning Dept. (via Zoom), and Nick Anderson, WFD.

Airport Staff Present: Keith Kaspari and Sheila Combs.

Other Attendees: Doug Schindel and David Hughes, (AECOM); Christina Cole, Steve Hodgens and Kayleigh Tarbet, (Advance Aviation via Zoom); Will Berchermann, (Volaire Aviation via Zoom).

**II. AGENDA AS RECEIVED OR AMENDED**

Mrs. Darrah moved to approve the agenda as received, seconded by Mr. Deeds. Ayes: 6. Motion carried.

**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**

Mr. Kaspari stated that he has heard that the bill that would provide for a waiver of fees on aircraft maintenance in Iowa passed the Senate earlier today and will be sent back to the House.

C. Misc. Monthly Airport Reports

Board members stated they would like to see additions to the spreadsheet showing post-pandemic grant funding from FAA and IDOT, including what each grant can be used for; projects identified and amount of funds obligated under each grant; and ending date to obligate/use each grant's funding.

General discussion by Staff and the Board regarding budget, enplanements and fares.

**V. BOARD APPROVAL**

A. Approval of Minutes of the February 23, 2022 Regular Meeting.

Mrs. Berry moved that the minutes of the February 23, 2022 meeting be approved, seconded by Mrs. Darrah. Ayes: 6. Motion carried.

B. Motion to Receive and File February 2022 Expenses.

Mrs. Berry moved that the February 2022 expenses be received and filed, seconded by Mr. Voigt. Ayes: 6. Motion carried.

**VI. OLD BUSINESS**

A. Continued Discussion: Airport Staffing Challenges.

Tabled to April 2022 meeting.

B. Continued Discussion: Long-Term Revenue.

Tabled to April 2022 meeting.

C. Aircraft De-Icing – February 22, 2022 UNI Men's Basketball Charter.

Tabled to April 2022 meeting.

**VII. NEW BUSINESS**

A. Board Update: Presentation by Waterloo Planning Staff on Airport-Area Development.

Noel Anderson provided an overview of recent and upcoming development projects on and around the airport.

- B. Board Update: Presentation via Zoom by Advance Media for CY-2022 Marketing Plan.

Christina, Kayleigh and Steve outlined the current campaign to build awareness of American Airlines service to/from Waterloo.

- C. Board Update: Update from Will Berchermann via Zoom of Volaire Aviation on ALO Schedule for Spring and Summer Travel Season.

Will Berchermann, Air Service Consultant, presented an overview of the airline industry recovery since the pandemic, hampered by pilot shortages and now rising fuel costs.

He stated that ALO is very fortunate to have American Airlines service through the EAS program, especially after the United/SkyWest decision to terminate scheduled service to Sioux City, Fort Dodge and Mason City.

USDOT officials are requiring UA/SkyWest to remain in the market until a replacement airline is found.

- D. General Discussion: Use of and Type of Federal Funds Received – CARES and BIL/IIJA Funds.

Discussed projects planned under grants received, including the newly announced IDOT CAIF grant.

Board would possibly like to see projects moved around in order to best use federal grants that may be more restrictive than others, in order to complete more airport improvement projects.

- E. Waterloo Regional Airport: Historical Numbers of Passenger Enplanements 1978 – February 2022.

Meeting adjourned before getting to this agenda item.

- F. State of Iowa – ARPA Funds for Aviation Infrastructure – Commercial Aviation Infrastructure Fund – CAIF.

Meeting adjourned before getting to this agenda item. Briefly discussed under item VII. D.

- G. AvFlight, Inc. – Arline Station Staffing Challenges.

Meeting adjourned before getting to this agenda item.

H. Iowa DOT Aviation Bureau – FY-2023 CSVI Funding Allocations and Staff Recommendations for ALO.

Meeting adjourned before getting to this agenda item.

**VIII. STAFF AND BOARD MEMBER COMMENT**

None.

**IX. ADJOURNMENT**

Mrs. Humble adjourned the meeting at 1:45 p.m., due to majority of Board members needing to leave for other commitments.

Respectfully submitted,



Arlene Humble, Chairperson