

**MINUTES**  
**WATERLOO REGIONAL AIRPORT BOARD**  
**Wednesday, February 28, 2024**

**I. ROLL CALL**

Chair, Scott Voigt, called the meeting to order at 12:02 p.m.

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

Board Members Absent: Chris Bering.

City Officials Present: Ray Feuss, Council Liaison; Adrienne Miller, Planning.

Airport Staff Present: Sheila Combs.

Additional Attendees: Doug Schindel, AECOM; Bob Petersen, Livingston Aviation; Steven Kjergaard.

**II. AGENDA AS RECEIVED OR AMENDED**

**III. PUBLIC COMMENTS**

Mr. Voigt introduced Steven Kjergaard to the Board members and everyone else introduced themselves to him.

**IV. REPORTS**

A. Airport Director

Mrs. Combs asked if there were any questions about her written report. Discussion followed.

B. Legislative Information

C. Misc. Monthly Airport Reports

Discussed fares and AA performance for January, neither of which were good.

**V. BOARD APPROVAL**

A. Approval of Minutes of the January 24, 2024 Meeting

Mrs. Darrah moved approval of the minutes of the January 24, 2024 meeting, seconded by Mrs. Berry. Ayes: 5. Motion carried.

B. Motion to Receive and File January 2024 Expenses

Mrs. Humble moved that the January 2024 expenses be received and filed, seconded by Mrs. Berry. Ayes: 5. Motion carried.

**VI. OLD BUSINESS**

A. Board Update: New ALO Airport Security Program

Update included in Director's Report.

B. Board Update: Status of CARES-Funded Projects

Update included in Director's Report.

C. Board Update: Status of EAS Order by the USDOT

Update included in Director's Report.

**VII. NEW BUSINESS**

A. Board Discussion: Update and Discussion of FY-2025 Budget

Mrs. Combs referred to the FY-25 budget listing handout in the packet and asked for questions. There were none.

B. Board Discussion: Kingfisher Aviation, L.C. – Update of Hangar Fire Protection Sprinkler System

Mr. Petersen stated that the bids they received were much higher than expected. They are looking at other options and would like to put this on hold for the time being.

**VIII. STAFF AND BOARD MEMBER COMMENT**

**IX. ADJOURNMENT**

Moved by Dr. Holcomb, seconded by Mrs. Berry, that the meeting be adjourned at 12:45 p.m. Ayes: 5. Motion carried.

Respectfully submitted,

  
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Scott Voigt, Chairperson