

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Wednesday, August 28, 2024

I. ROLL CALL

Chair, Scott Voigt, called the meeting to order at 12:05 p.m. (without a quorum).

Board Members Present: Scott Voigt, Gwenne Berry, Arlene Humble. David Deeds joined the meeting @ 12:17, creating a quorum.

Board Members Absent: Katy Susong, Chris Bering

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

City Officials Absent: John Chiles, Council Liaison

Airport Staff Present: Steven Kjergaard, Sheila Combs

Additional Attendees: David Hughes, Doug Schindel and Michelle Sweeney, AECOM

II. AGENDA AS RECEIVED OR AMENDED

Mr. Kjergaard suggested tabling the Goals discussion (Item VII. A.) until more Board members are present.

III. PUBLIC COMMENTS

Doug Schindel stated that he had previously reached out to Board members individually, but wanted to formally announce that he is retiring from AECOM the first week of September. He introduced Michelle Sweeney, who is taking over as Area Operations Manager, and stated that he has enjoyed working with the Airport and the Board on many, many projects over his 40+ year career with AECOM.

IV. REPORTS

A. Airport Director

In addition to his written report, Mr. Kjergaard gave the following updates:

- Taxiway A project is running at least 30 days behind schedule.
- CRRSA/ARPA grants – final draws made and all funds have been received.
- Hangar No. 4 HVAC (IDOT CSV1) project was delayed by the contractor until September.
- Parking lot canopies (IDOT CAIF) project is continuing. Delivery of some materials has been delayed, which may cause construction of the canopies to be delayed until 2025.

- Security upgrades will likely take two years of IDOT CSVI grant funds plus some ARPA proceeds. Project should go out for bid in the next couple of months.

B. Misc. Monthly Airport Reports

No discussion on monthly airport reports.

V. BOARD APPROVAL

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

Mrs. Humble moved approval of the minutes of the July 24, 2024 meeting, seconded by Mrs. Berry. Ayes: 3. Motion carried.

B. Motion to Receive and File July 2024 Expenses

Mrs. Humble moved that the July 2024 expenses be received and filed, seconded by Mrs. Berry. Ayes: 3. Motion carried.

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Discussion of Goals

Item tabled. Will move to September agenda.

VIII. STAFF AND BOARD MEMBER COMMENT

David Hughes handed out a table showing required runway lengths for various aircraft, following up on the discussion from the July meeting. This will be an important point of discussion in a few years, when design work begins on the reconstruction of Runway 12/30.

IX. ADJOURNMENT

Having lost a quorum, Mr. Voigt adjourned the meeting @ 12:35.

Respectfully submitted,



Scott Voigt, Chairperson