

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Wednesday, December 18, 2024

I. ROLL CALL

Chair, Scott Voigt, called the meeting to order at 12:00 p.m.

Board Members Present: Scott Voigt, Gwenne Berry, Chris Bering, Arlene Humble, David Deeds, Scott Cook and Katy Susong (TEAMS)

City Officials Present: John Chiles, Council Liaison (TEAMS)

City Officials Absent: Ray Feuss, Council Liaison

Airport Staff Present: Steven Kjergaard, Sheila Combs

Additional Attendees: David Hughes (TEAMS) and Michelle Sweeney, AECOM; Marty Hoel, AOPA

II. AGENDA AS RECEIVED OR AMENDED

No changes.

III. PUBLIC COMMENTS

None.

IV. REPORTS

A. Airport Director

Mr. Kjergaard reviewed his written report, highlighting that the GO Letter for the Passenger Boarding Bridge project has been received from the FAA. Also, steel for the parking lot canopies is about three weeks out.

B. Misc. Monthly Airport Reports

No discussion.

V. BOARD APPROVAL

A. Approval of Minutes of the November 13, 2024 Meeting

Mr. Deeds moved approval of the minutes of the November 13, 2024 meeting, seconded by Mrs. Berry. Ayes: 6. Motion carried.

B. Motion to Receive and File November 2024 Expenses

Mr. Deeds moved that the November 2024 expenses be received and filed, seconded by Mrs. Berry. Ayes: 6. Motion carried.

C. Approval of Lease with Aerial Services, Inc

Mrs. Humble moved that the lease for Hangar No. 4 with Aerial Services be approved, seconded by Mr. Cook. Ayes: 6. Motion carried.

VI. OLD BUSINESS

A. Discussion of Expanded Air Service Options

Discussed the recent notification by American Airlines of a return to our pre-Covid schedule, with a RON (Remain Over Night) flight returning in April 2025. They will also be upgrading the aircraft to a two-class Embraer 170 effective June 5, 2025.

B. Discussion of CAP Classroom Conversion

A large screen TV has been installed for use by CAP. Discussed different options for desks and chairs. Will continue to look for good, mid-range pieces.

VII. NEW BUSINESS

None.

VIII. STAFF AND BOARD MEMBER COMMENT

None.

IX. ADJOURNMENT

Mrs. Berry moved the meeting be adjourned at 12:42 p.m., seconded by Mrs. Humble. Ayes: 6. Motion carried.

Respectfully submitted,



Scott Voigt, Chairperson