

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Wednesday, March 26, 2025

I. ROLL CALL

Chairperson Voigt called the meeting to order at 12:00 p.m.

Board Members Present: Scott Voigt, Arlene Humble, Katy Susong, Gwenne Berry and David Deeds.

Board Members Absent: Chris Bering and Scott Cook.

City Officials Absent: John Chiles, Council Liaison; Ray Feuss, Council Liaison

Airport Staff Present: Steven Kjergaard, Sheila Combs

Additional Attendees: 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. Additionally, he added that FAA doesn't want to pay for a temporary boarding bridge during installation of the new bridge. He is still working toward a mutually agreeable solution.

He also stated that the state is currently looking at funding changes for aviation projects.

B. Misc. Monthly Airport Reports

No discussion.

V. BOARD APPROVAL

A. Approval of Minutes of the February 26, 2025 Meeting

Mrs. Humble moved approval of the minutes of the February 26, 2025 meeting, seconded by Mrs. Berry. Ayes: 4. Motion carried.

B. Motion to Receive and File February 2025 Expenses

Mrs. Berry moved that the February 2025 expenses be received and filed, seconded by Mrs. Humble. Ayes: 4. Motion carried.

VI. OLD BUSINESS

A. Airport Security Plan Update

Mr. Kjergaard gave an overview of the AirBadge website and badge application process. He stated that the TSA Inspector will be here Friday, March 28th to discuss the Airport Security Plan.

VII. NEW BUSINESS

A. Approval of Proposed Badge Fees

Mr. Kjergaard reviewed suggested badge fees.

After discussion, Mrs. Berry moved, and Mrs. Humble seconded, that fees be set at \$40 for a badge not requiring fingerprinting; \$80 for a badge with fingerprinting; \$100 lost badge fee, with no reimbursement if a lost badge is later found and returned after having been replaced. Ayes: 4. Motion carried.

B. Discuss Alternative Date for April Meeting

Mr. Kjergaard stated that he'll be on vacation the week of the regularly scheduled April meeting and asked if members would like to reschedule to a different date or if the meeting should be canceled, due to the special meeting already scheduled for April 14th.

Mrs. Berry moved, and Mrs. Humble seconded, that the regular April meeting be canceled. Ayes: 4. Motion carried.

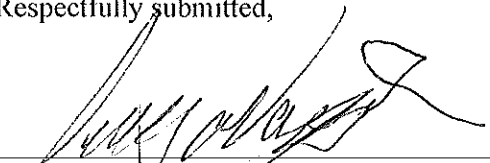
VIII. STAFF AND BOARD MEMBER COMMENT

Mr. Deeds asked everyone to add the ribbon-cutting ceremony, scheduled for June 5th from 2:15 p.m. – 3:15 p.m., to their calendars. This event will commemorate the inaugural E170 flight.

IX. ADJOURNMENT

Mr. Deeds moved the meeting be adjourned at 1:01 p.m., seconded by Mrs. Susong. Ayes: 4.
Motion carried.

Respectfully submitted,



Scott Voigt, Chairperson