

**MINUTES**  
**WATERLOO REGIONAL AIRPORT BOARD**  
**Wednesday, November 19th, 2025**

**I. ROLL CALL**

Chair, David Deeds, called the meeting to order at 12:02 p.m.

Board Members Present: David Deeds, Chris Bering, Arlene Humble, Gwenne Berry, Scott Voigt

Board Members Absent: Scott Cook, Katy Susong

City Officials Absent: John Chiles and Ray Feuss, Council Liaisons

Airport Staff Present: Steven Kjergaard

Additional Attendees: Michelle Sweeny, AECOM; Elliott Lindgren, Bolton & Menk; Keith Kaspari, District Representative from Congresswoman Hinson's Office; Martin Hoel, AOPA

**II. AGENDA AS RECEIVED OR AMENDED**

Mr. Kjergaard requested the removal of item A under New Business, CIP Discussion. Moved by Mrs. Berry, seconded by Mrs. Humble, to accept the agenda as amended. Ayes: 4. Motion carried.

**III. PUBLIC COMMENTS**

Martin Hoel requested that the City Airport Board funding ordinance be looked at and updated.

**IV. REPORTS**

**A. Airport Director's Written Summary**

Mr. Kjergaard requested question about the information in his written report and discussed the Airports Certification Inspection results.

**B. Miscellaneous Airport Reports**

Reviewed miscellaneous monthly reports and discussed October airline stats.

## **V. BOARD APPROVAL**

### **A. Approval of Minutes of October 15, 2025 Meeting**

Mrs. Berry moved approval of the minutes of the October 15, 2025 meeting, seconded by Mr. Bering. Ayes: 4. Motion carried.

### **B. Motion to Receive and File October 2025 Expenses**

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

## **VI. OLD BUSINESS**

### **A. Goals Discussion**

Airport board discussed goals for the airport. Item discussed included; Emphasis on increasing enplanements to attract additional service. Discussion on EAS thresholds and potential for additional carriers. Marketing strategies to address public perception and awareness. General aviation development, hangar expansion, and event collaboration. Potential partnerships with local influencers and community events. Exploration of attracting based jets from Chicago for cost savings. Planning for future grant opportunities and infrastructure development.


## **VII. NEW BUSINESS**

## **VIII. STAFF AND BOARD MEMBER COMMENT**

## **IX. ADJOURNMENT**

Mrs. Humble moved the meeting be adjourned at 1:10 p.m., seconded by Mr. Bering. Ayes: 4. Motion carried.

Respectfully submitted,

  
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~~David Deeds, Chairperson~~  
Gwenne Berry, Vice Chair