

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Wednesday, February 18, 2026

I. ROLL CALL

Vice Chair, Gwenne Berry, called the meeting to order at 8:00 a.m.

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

Board Members Absent: David Deeds, Katy Susong

City Officials Present: Steve Simon, Hector Salamanca Arroyo, Council Liaisons

Airport Staff Present: Steven Kjergaard, Sheila Combs

Additional Attendees: David Hughes, AECOM; Martin Hoel, AOPA, Brad Musinski, Mead & Hunt (Teams)

II. AGENDA AS RECEIVED OR AMENDED

Moved by Mrs. Humble, seconded by Mr. Voigt, to approve the agenda as received. Ayes: 4. Motion carried.

III. PUBLIC COMMENTS

Martin Hoel stated that the ILS (Instrument Landing System) on Runway 12 is back up and running and thanked the Board and Mr. Kjergaard for their assistance in seeing that this was taken care of.

Mr. Hoel also asked about the 5th Addition, Warp Dr. Industrial Park, wondering how close it would be to active runways and taxiways, who monitors building heights, and makes sure there are no hazardous materials. Mr. Kjergaard stated that Mr. Voigt is on the Planning and Zoning Commission and is mindful of what will, or will not, work next to the Airport.

IV. REPORTS

A. Airport Director's Written Summary

Mr. Kjergaard stated that after switching boarding bridge vendors, the project may now be completed sooner than expected.

The final pavement assessment report has been submitted to FAA.

The Runway intersection and lighting control system projects are out for bid. The Runway 18/36 work should go out for bid in May.

Based on the carpet and paint bids received so far for the Terminal Refresh, we may have a little extra money left over in the Vertical Infrastructure grant to put toward another small project.

Discussed airline schedule, should have an idea soon of schedule and pricing changes that SkyWest may be making. Mr. Kjergaard asked them to specifically work on lowering the fare on a round trip to Chicago.

Discussed Ops shifts/schedule. Coverage is difficult to maintain with 8-hour shifts under the current airline schedule – we are covering daily from just after 4:00 a.m. until 12:30 a.m., or after if the last flight is late. Mr. Kjergaard explained to the new Council Liaisons his preference for 4 x 10 hours work week schedule, vs the current 5 x 8 hours schedule (Mon – Fri) for four Ops employees, with the fifth working 2 x 20+ hours on both Saturday and Sunday, plus all holidays, which means that person sometimes works three or four days straight. He explained that the Union has shown no interest in discussing/negotiating a shift change.

Mr. Kjergaard stated that the TSA PreCheck event was very successful, with approximately 450 community members participating over the four days. Three more PreCheck events are scheduled in 2026. Mrs. Humble asked if it would be possible to hold the same type of event to sign up for Global Entry. Mr. Kjergaard stated he would try to find out.

B. Legislative Updates

Mr. Kjergaard referenced information on bills of interest included in the packet.

C. Miscellaneous Airport Reports

No discussion.

V. BOARD APPROVAL

A. Approval of Minutes of January 21, 2026 Meeting

Mrs. Humble moved approval of the minutes of the January 21, 2026 meeting, seconded by Mr. Cook. Ayes: 4. Motion carried.

B. Motion to Receive and File January 2026 Expenses

Mr. Bering moved that the January 2026 expenses be received and filed, seconded by Mrs. Humble. Ayes: 4. Motion carried.

VI. OLD BUSINESS

A. Rates and Charges Discussion

Board reviewed Mr. Kjergaard's suggestions. Consensus of the Board was to hold off on voting until more members are present (Vice Chair stepped out for a short Zoom meeting prior to this discussion). Mrs. Humble moved to increase parking to \$10/day and table remaining rate changes. Motion died for lack of second.

B. Overview of Marketing Campaign

Tabled.

C. Goals Discussion

Tabled.

VII. NEW BUSINESS

VIII. STAFF AND BOARD MEMBER COMMENT

Mr. Bering asked about the rental car agreement with Mische Real Estate. Mr. Kjergaard stated conversations should start taking place in the next couple of months.

IX. ADJOURNMENT

Mrs. Humble moved the meeting be adjourned at 8:48 a.m., seconded by Mr. Bering. Ayes: 3. Motion carried.

Respectfully submitted,



David Deeds, Chairperson