

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Wednesday, April 13, 2026

I. ROLL CALL

Chair, David Deeds, called the meeting to order at 12:00 p.m.

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

City Officials Present: Steve Simon, Hector Salamanca Arroyo, Council Liaisons; Dave Morrow, City Council; Tim Andera, Planning

Airport Staff Present: Steven Kjergaard, Sheila Combs

Additional Attendees: Martin Hoel, AOPA; Brad Musinski, Rob Sims, Mead & Hunt; Rhona DiCamillo, DKMG (Teams); Michael Erhart, Jeff Huffman, Apple Designs (Teams)

II. AGENDA AS RECEIVED OR AMENDED

Moved by Mrs. Humble, seconded by Mr. Voigt, to approve the agenda as received. Ayes: 6. Motion carried.

III. PUBLIC COMMENTS

None

IV. REPORTS

A. Airport Director's Written Summary

Mr. Kjergaard asked for questions and there were none.

B. Legislative Updates

C. Miscellaneous Airport Reports

No discussion.

V. BOARD APPROVAL

A. Approval of Minutes of February 18, 2026 Meeting

Mrs. Berry moved approval of the minutes of the February 18, 2026 meeting, seconded by Mrs. Humble. Ayes: 6. Motion carried.

B. Motion to Receive and File February 2026 Expenses

Mrs. Susong moved that the February 2026 expenses be received and filed, seconded by Mr. Cook. Ayes: 6. Motion carried.

C. Motion to Receive and File March 2026 Expenses

Mrs. Susong moved that the March 2026 expenses be received and filed, seconded by Mr. Cook. Ayes: 6. Motion carried.

VI. OLD BUSINESS

A. Mead and Hunt Projects Discussion

Brad Musinski and Rob Sims, along with Rhona DiCamillo and Michael Erhart, led a discussion of the upcoming planning projects: Structural/Organizational, Signage/Wayfinding and Hangar Development. The Master Plan project will likely be scoped later this year.

B. Rates and Charges Discussion

Tabled.

C. Overview of Marketing Campaign

Tabled.

D. Goals Discussion

Tabled.

VII. NEW BUSINESS

A. Discussion of Changing Future Meeting Day/Time

Mr. Deeds asked about changing to Mondays permanently, since there seem to be a lot of conflicts with the current Wednesday schedule. All Board members were open to the change, keeping the start time at noon. Avoiding Council meeting Mondays on the 1st and 3rd weeks, leaves the 2nd and 4th. Monthly reports may not be ready in time for packets to go out for the 2nd Monday, so it was decided to move future meetings to the 4th Monday. However, with Memorial Day falling on the 4th Monday, the May meeting will be held May 11th.

VIII. STAFF AND BOARD MEMBER COMMENT

None

IX. ADJOURNMENT

Mrs. Berry moved the meeting be adjourned at 1:30, seconded by Mr. Cook. Ayes: 6. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David Deeds, Chairperson". The signature is written in a cursive style and is positioned above a horizontal line.

David Deeds, Chairperson