MINUTES

WATERLOO REGIONAL AIRPORT BOARD

Monday, July 27, 2026

I. ROLL CALL

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

Board Members Present:	Arlene Humble, Chris Bering, Scott Cook, Katy Susong, David Deeds, Scott Voigt (Teams)
Board Members Absent:	Gwenne Berry
City Officials Present:	Dave Morrow, City Council; Tim Andera, Planning (Teams)
City Officials Absent:	Hector Salamanca Arroyo and Steve Simon, Council Liaisons
Airport Staff Present:	Steven Kjergaard, Sheila Combs
Additional Attendees:	David Hughes, AECOM; Christina Cole and Lane Berry, Advance Aviation; Kayleigh Tarbet, Advance Aviation (Teams); Brad Musinski and Rob Sims, Mead & Hunt (Teams); Rhona DiCamillo, DKMG Consulting (Teams); Marty Hoel, AOPA; Keith Kaspari, Rep Hinson District Representative

II. AGENDA AS RECEIVED OR AMENDED

Moved by Mrs. Susong, seconded by Mr. Cook, to approve the agenda as received. Ayes: 5. Motion carried.

III. PUBLIC COMMENTS

Marty Hoel asked for verification that the Airport closure is still on track for September 8th. Mr. Kjergaard affirmed that is the start date. The plan is to reopen the airfield on the morning of September 23rd (barring weather delays).

IV. REPORTS

A. Airport Director's Written Summary

No discussion.

B. Legislative Updates

N/A

C. Miscellaneous Airport Reports

Mr. Bering questioned why June enplanements were so much lower than in June 2025. Mr. Kjergaard responded that there were six cancelations in June '26, due to severe storms, which affected the overall passenger numbers.

V. BOARD APPROVAL

A. Approval of Minutes of June 22, 2026 Meeting

Mrs. Humble moved approval of the minutes of the June 22, 2026 meeting, seconded by Mr. Bering. Ayes: 5. Motion carried.

B. Motion to Receive and File June 2026 Expenses

Mrs. Humble moved that the June 2026 expenses be received and filed, seconded by Mrs. Susong. Ayes: 5. Motion carried.

VI. OLD BUSINESS

A. Mead & Hunt Governance Transition Study

Brad Musinski, Mead & Hunt, and Rhona DiCamillo, DKMG Consultants, discussed the financial aspects of the funding options, and answered the Board members' questions.

Moved by Mr. Cook, seconded by Mrs. Humble, to submit the agreement for City Council approval. Ayes: 5. Motion carried.

VII. NEW BUSINESS

A. Advance Media Marketing Update

Christina Cole introduced Lane Berry, who is new to the ALO team. Ms. Berry gave a brief overview of her background. Kayleigh Tarbet then reviewed some of the new creative images for the website, as well as upcoming campaign changes.

B. Request from T-Hangar Tenant for September Partial Rent Abatement

Board discussed a request from a T-Hangar tenant for a rent abatement for the two-week airport closure planned for September for the rehabilitation of the intersection of both runways. Members with knowledge of recent closures at nearby airports mentioned that none of them had reduced rent or granted abatements, including one that had a three-month closure.

Moved by Mr. Voigt, seconded by Mr. Cook, to deny the request. Ayes: 5. Motion carried.

C. Minimum Standards Update – Review and Be Ready to Discuss in August

Mr. Kjergaard asked that Board members review the draft document and be ready to discuss it in more detail next month. Comments or questions can be sent to him or brought to the meeting.

VIII. STAFF AND BOARD MEMBER COMMENT

None

IX. ADJOURNMENT

Moved by Mr. Bering, seconded by Mr. Cook, that the meeting be adjourned at 12:53 p.m. Ayes: 5. Motion carried.

Respectfully submitted,

David Deeds, Chairperson