MINUTES

WATERLOO REGIONAL AIRPORT BOARD

Monday, September 28, 2026

I. ROLL CALL

Vice Chair, Gwenne Berry, called the meeting to order at 12:01 p.m.

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

II. AGENDA AS RECEIVED OR AMENDED

Moved by Mrs. Humble, seconded by Mr. Cook, to approve the agenda as received. Ayes: 3. Motion carried.

III. PUBLIC COMMENTS

None.

IV. REPORTS

A. Airport Director's Written Summary

In addition to his written summary, Mr. Kjergaard made the following points:

Runway 18/36 reopened only one day late due to multiple rainy days during the closure. Some markings still need to be completed. This will be done when the contractor returns to groove the newly paved area, in about 30 days. Mr. Kjergaard stated this work will be completed at night and will require nightly closures beginning at approximately 5:00 or 6:00 p.m. They will reopen the airfield for about an hour to allow the American arrival (RON) to land (scheduled daily at 11:51 p.m.) and will finish working each day in time for the morning departure (scheduled daily at 06:07 a.m.).

Mr. Cook expressed concerns about how the nightly closure will be communicated to GA tenants, fearing they might take off during the day, then be unable to land if they return after the closure is in effect. Mr. Kjergaard said that he will be sending an email notification to all badged tenants, not just T-hangar tenants, and that NOTAMs will be in place.

Mr. Kjergaard gave an update on the Boarding Bridge project, stating that electricians completed prep work for the project during the runway closure.

Discussed the Runway 18/36 closure for pavement rehabilitation in spring/summer 2027. Start date will depend on weather. Mr. Cook asked about the Young Eagles events, usually held in May and August, and asked if there is a best time to schedule those. Mr. Kjergaard suggested as early in May as possible and stated that he hoped the work would be done for the August event. If not, the contractor could be told not to work on the day of their event.

Mr. Kjergaard also referenced the consultant updates from Advance Aviation and Volaire included with his written report and pointed out that SkyWest's on-time performance has not been good. He and Mr. Deeds met with SkyWest officials to discuss the need for improvement on performance and fares.

B. Legislative Updates

N/A

C. Miscellaneous Airport Reports

No discussion.

V. BOARD APPROVAL

A. Approval of Minutes of August 24, 2026 Meeting

Mr. Cook moved approval of the minutes of the August 24, 2026 meeting, seconded by Mrs. Humble. Ayes: 3. Motion carried.

B. Motion to Receive and File August 2026 Expenses

Mrs. Humble moved that the August 2026 expenses be received and filed, seconded by Mr. Cook. Ayes: 3. Motion carried.

VI. OLD BUSINESS

None

VII. NEW BUSINES

None

VIII. STAFF AND BOARD MEMBER COMMENT

None

IX. ADJOURNMENT

Hearing no objections, Mrs. Berry adjourned the meeting at 12:29 p.m.

Respectfully submitted,

David Deeds, Chairperson