

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Tuesday October 28, 2014

I. ROLL CALL

Chairperson, Hugh Field, declared a quorum and called the meeting to order at 12:05 pm. Board members present were: Hugh Field, Bob Justis, Christa Mieke, Aaron Buzza and Chris Harshbarger. Also in attendance were: Joe Reilly and Wendy Wilson, Delta Global Services; Doug Schindel, AECOM; Rusty Zey, Airport Maintenance and Sheila Combs, Airport Administration. Newly appointed Director of Aviation, Keith Kaspari, also participated via phone.

Absent: Dee Vandeventer.

II. AGENDA AS RECEIVED OR AMENDED.

Moved by Buzza, seconded by Justis, to approve the agenda as proposed; Ayes: 5. Motion carried.

III. PUBLIC COMMENTS.

Reilly announced that he is leaving ALO effective 11/3/14.

IV. REPORTS.

A. Combs reviewed monthly Airport reports: budget is on schedule so far; fares are good; enplanements and load factors are both up but AA cancelled 6 flights in September, so reliability continues to be an issue. Combs gave an overview of the Air Service Retention and Expansion Committee meeting she attended in September, major points taken away were that ALO's cost per passenger is high compared to some of the other airports and that we should work on a contingency plan in case we would lose commercial air service in the future. Combs also mentioned that we would be holding our annual Snow and Ice Control Committee meeting October 29th and our FAA Part 139 Cert Inspection is scheduled for November 5-6.

V. BOARD APPROVAL

B. Approval of Minutes of September 19, 2014 Regular Meeting. Minutes of the September 19, 2014 meeting were reviewed. Moved by Buzza, seconded by Justis, that the minutes be approved. Ayes: 5. Motion carried.

C. Motion to Receive and File September 2014 Expenses. All operating and capital expenses were reviewed. Moved by Harshbarger, seconded by Buzza, that expenses be received and filed. Ayes: 5. Motion carried.

D. Approval of Proposed AIP-44, Rehabilitate Taxiway A East and Remove Trees. Schindel reviewed proposed project plans. Moved by Harshbarger, seconded by Buzza, to approve project. Ayes: 5. Motion carried.

E. Approval of IDOT/USDA Wildlife Assessment. Reviewed IDOT Agreement for participation in Wildlife Hazard Assessment Program. FAA requires a wildlife assessment every 10 years. Under this agreement IDOT will pay 85% of the cost. Moved by Harshbarger, seconded by Buzza, to approve agreement. Ayes: 5. Motion Carried.

VI. OLD BUSINESS

F. Follow up on Livingston Lease. Combs reported that PDCM Insurance had concurred that \$2,000,000 insurance requirements stated in lease was reasonable. Kaspari stated that he felt this was low, Field stated that Board agreed and asked that Combs request PDCM check with other airports in Iowa to see what their insurance requirements for FBOs are.

A discussion on advertising followed. Harshbarger stated that matching dollars will be available when we have a product to promote. Kaspari stated that fares would be a good thing to promote. Reilly suggested that Board may be able to negotiate a different carrier (under American, i.e. Sky West instead of Eagle), which may improve reliability. Justis asked what a reasonable expectation of performance would be? Harshbarger stated that expectations should be 100% on-time.

Justis stated that he ran into Mayor and asked about open Board position. Mayor replied that he doesn't have anyone lined up yet.

VII. NEW BUSINESS

VIII. ADJOURNMENT

Hearing no objections, Field adjourned the meeting at 12:50 pm.

Respectfully submitted,



Hugh Field, Chairperson