

DUBUQUE REGIONAL AIRPORT COMMISSION MEETING

Tuesday, December 14, 2021

4:00 p.m.

Dubuque Regional Airport
Terminal Conference Room

PRESENT: RJ Blocker, Doug Brotherton, Sue Clemenson, Mariann Kurtz Weber, Mike Phillips

ABSENT: None

STAFF: Todd Dalsing, Dan Klaas, Adam Langbecker, Cheryl Sheldon, Karin Spisak

GUESTS: University of Dubuque Students Bradley Fetherston, Ryne Gruenwald, Cade Korson, Ethan Mowbrag, Ian Nyetich, Eliezer Santos, Chase Workman, Noah Zimmerman; Rob Apel, Greater Dubuque Development Corporation

PUBLIC INPUT

None.

AIRPORT COMMISSION MINUTES

Commissioner Clemenson moved to approve the minutes of the October 26, 2021, meeting, and Commissioner Brotherton seconded the motion. This motion passed unanimously.

OLD BUSINESS

01. REVIEW AIRPORT STATISTICS

Aviation fuel sales and aircraft operations are continuing to increase from the previous year. There is an air service reduction scheduled nationwide, including Dubuque, over the winter months.

NEW BUSINESS

ACTION ITEMS

02. 2021 AIRPORT PARKING LOT RESURFACING PROJECT CLOSEOUT

Commissioner Blocker motioned to approve Resolution No. A1100-2-2021 Accepting Public Improvement Contract for City of Dubuque 2021 Airport Parking Lot Resurfacing Project for the Dubuque Regional Airport Commission and Commissioner Kurtz Weber seconded this motion. This motion passed unanimously. This project was coordinated by the City Engineering Department for resurfacing several landside areas of the Airport.

03. AIRPORT MASTER PLAN GRANT CLOSEOUT

Commissioner Brotherton motioned to approve Resolution A1600-2-2021 Accepting the Airport Master Plan Update and Airport Layout Plan Project and Submit Closeout Documentation to the Federal Aviation Administration. Commissioner Blocker seconded the motion. This motion passed unanimously.

04. AIRPORT SETTLEMENT AND MUTUAL RELEASE AGREEMENT RESOLUTION

Commissioner Blocker motioned to approve the settlement and mutual release agreement with Pictometry International Inc. for final payment relating to an aircraft incident at the Airport on May 25, 2018. Commissioner Clemenson seconded this motion. This motion passed unanimously.

DISCUSSION

05. AIRPORT PROJECTS UPDATE

Airport Director Dalsing mentioned that TSA is conducting another TSA Precheck event this week at the Airport. Airport Staff and Air Service Consultant held a virtual meeting with United Airlines recently. United is maintaining service right now at their current airport locations, not adding additional service to new locations. The Airport Director attended the annual International Council of Air Shows Conference in Las Vegas for required Air Boss Training for the July 3rd Air Show and Fireworks event.

The Update Airfield Lighting project is nearly complete. FY2023 budget preparation is also nearing completion. The next AIP project, Taxiway Alpha Preliminary Design grant has been submitted and the project will begin soon. The Robert L. Martin fundraising committee is continuing to meet and is planning a birthday party for February 9th at the Airport. The NICC Avionics program is finalizing their syllabus and is scheduled to begin classes in the fall of 2022.

06. CORRESPONDENCE RECEIVED SINCE OCTOBER 26, 2021, MEETING

None.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is January 25, 2022, at 4:00 p.m.

Commissioner Brotherton moved to adjourn the meeting and the motion was seconded by Commissioner Kurtz Weber. This motion passed unanimously.

The meeting was adjourned at 5:11 p.m.

Minutes submitted by Cheryl Sheldon.