

## **DUBUQUE REGIONAL AIRPORT COMMISSION MEETING**

Tuesday, February 22, 2022

4:00 p.m.

Dubuque Regional Airport  
Terminal Conference Room

**PRESENT:** RJ Blocker (on phone), Doug Brotherton, Mariann Kurtz Weber (on phone), Mike Phillips (on phone)

**ABSENT:** Sue Clemenson

**STAFF:** Todd Dalsing, Dan Klaas (on phone), Adam Langbecker, Cheryl Sheldon

**GUESTS:** Crenna Brumwell, City Attorney (on phone)

### **PUBLIC INPUT**

None.

### **AIRPORT COMMISSION MINUTES**

Commissioner Brotherton moved to approve the minutes of the January 25, 2022, meeting, and Commissioner Blocker seconded the motion. This motion passed unanimously.

### **OLD BUSINESS**

#### **01. REVIEW AIRPORT STATISTICS**

Aviation fuel sales for January 2022 were down slightly from the previous year. Dubuque was the busiest airport in Iowa in 2021 with the most aircraft operations.

### **NEW BUSINESS**

#### **ACTION ITEMS**

#### **02. NONE**

### **DISCUSSION**

#### **03. AIRPORT COMMISSION MEMBERSHIP DISCUSSION**

Discussion was held by the Commission on the current Airport Commission membership criteria. Commissioner Brotherton suggested that one Commissioner on the Commission be a resident of Dubuque County instead of all five members being required to be a resident of the City of Dubuque. City Attorney Brumwell said the Commission membership requirement is a mechanism of the City Code, not the State Code, and is controlled by the City Council.

Commissioner Kurtz Weber asked what the process was to change this requirement. Attorney Brumwell said that if the Commission would like to change the structure of the Commission, a vote from the Commission and a letter of recommendation must be made from the Commission to the Mayor and City Manager. Commissioners Phillips and Blocker also agreed with this proposal.

#### **04. TERMINAL GUIDANCE SIGNAGE INSTALLATION UPDATE**

The terminal guidance signage will be constructed this spring with a completion date this summer. A tentative date of mid-July is being planned for a ribbon cutting and unveiling of the signage. For clarification purposes, the terminal monument was originally designed as guidance signage.

#### **05. AIRPORT PROJECTS UPDATE**

Airport Director Dalsing mentioned that the Airport FY23 budget presentation to the City Council will be held on March 3rd. Dubuque County is working with Airport Staff on construction of a shop building located at the Airport. The FlyDBQ 1<sup>st</sup> Campaign will begin in March. The Robert L. Martin birthday celebration on February 9<sup>th</sup> was successful.

#### **06. CORRESPONDENCE RECEIVED SINCE JANUARY 25, 2022, MEETING**

None.

#### **NEXT COMMISSION MEETING**

The next scheduled Commission meeting tentative date is March 22, 2022, at 4:00 p.m.

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

The meeting was adjourned at 4:57 p.m.

Minutes submitted by Cheryl Sheldon.