

DUBUQUE REGIONAL AIRPORT COMMISSION MEETING

Tuesday, August 23, 2022

4:00 p.m.

Dubuque Regional Airport
Terminal Conference Room

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

ABSENT: Mike Phillips

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

GUESTS: Molly Grover, Dubuque Area Chamber of Commerce; Lee McPheters, Arizona State University; Eric Scott, Foth Infrastructure

PUBLIC INPUT

None.

AIRPORT COMMISSION MINUTES

Commissioner Brotherton moved to approve the minutes of the June 21, 2022, meeting, and Commissioner Blocker seconded the motion. This motion passed unanimously.

OLD BUSINESS

01. REVIEW AIRPORT STATISTICS

Due to time constraints, no statistics were reviewed.

NEW BUSINESS

ACTION ITEMS

02. 5-YEAR FAA PROJECTS ENGINEERING RETAINER RESOLUTION

The Airport advertised for Request for Qualifications for a five-year engineering consultant on July 1, 2022. Proposals were received from Crawford, Murphy, and Tilly and Foth Infrastructure. A subcommittee reviewed the two proposals received and recommended Foth retain the five-year engineering retainer.

Commissioner Clemenson made a motion to accept Resolution No. A800-4-2022, Authorizing an Agreement for Engineering Consultant Services Five-Year Retainer and award the new retainer to Foth, pending City Legal concurrence. Commissioner Brotherton seconded this motion. The motion passed unanimously.

03. SOLAR PROJECT ENGINEERING AGREEMENT RESOLUTION

Commissioner Clemenson made a motion to approve Resolution No. A1100-1-2022, Authorizing an Agreement for Engineering Services for Install Solar Photovoltaic System. Commissioner Brotherton seconded the motion. This agreement is for the design and bidding phases of this project. Foth Infrastructure will be awarded the engineering contract, pending City Legal concurrence and completion of an Independent Fee Evaluation by the City Engineering Department. The motion passed unanimously.

DISCUSSION

04. AIRPORT PROJECTS UPDATE

Lee McPheters, Arizona State University, provided an update on the economic benefit study that had been conducted in 2019 as part of the Airport Master Plan Update. DBQ's economic impact with commercial air service (computed at 2019 passenger levels adjusted to 2022 dollars) is 789 jobs, a nearly \$35 million payroll and \$90.8 million output. The updated economic impact without commercial air service is 596 jobs, a nearly \$26.5 million payroll, and \$64.1 million output.

Commission Kurtz Weber asked if we could have this same model computed for an Ultra-Low-Cost-Carrier? Yes, for an additional fee. Ms. Grover asked why the payroll is still so high? These numbers were computed at the current payroll rates for 2022.

Commissioner Brotherton asked if larger-sized commercial aircraft would change our security plan, and would there be additional costs? Yes, the Airport would be required to go to a complete security plan and fingerprint for issuance of security badges to tenants and employees. Brotherton also asked about the future of TSA and American Airlines employees after commercial air service stops on September 7th. TSA staff will continue at DBQ and then shuttle to other area airports for work. All American Airlines Staff have been given the option to relocate to other area airports for employment. Brotherton commended the Chamber of Commerce and the Air Service Task Force on their dedication and hard work and support of the Airport.

Commissioner Kurtz Weber asked Staff to bring proposed cost savings measures to the Commission at the next meeting. She also asked, "how are we understanding and building to the future of our businesses? What are our business partners telling us and what will it take to get them flying out of here again?" Airport Director Dalsing said, "unfortunately they don't know what the future will bring. Business travel is expected to continue to be less, but it continually changes."

Molly Grover, Dubuque Area Chamber of Commerce, said that it is predicted to be 2026 before business travel returns. This does provide an opportunity for DBQ to capture a market that we previously didn't have-the leisure market. Commissioner

Kurtz Weber said that the economic model presented assumes a 90% load factor for an Ultra-Low-Cost-Carrier. "Is this possible?" It is but may take a few months to reach this level.

Airport Director Dalsing said that the Airport hangar being constructed with IDOT ICAIF funds is currently in the design phase. A budget work session will be held during the September 27th meeting.

05. CORRESPONDENCE RECEIVED SINCE JUNE 21, 2022

None.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is September 27, 2022, at 4:00 p.m.

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

The meeting was adjourned at 5:28 p.m.

Minutes respectfully submitted by Cheryl Sheldon.