

**DUBUQUE REGIONAL AIRPORT
COMMISSION MEETING
BUDGET WORK SESSION**

Tuesday, April 25, 2023

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, Adam Langbecker, Cheryl Sheldon

GUESTS: Collin Cushenbery, University of Dubuque student
Eric Scott, Foth Infrastructure

PUBLIC INPUT

None.

AIRPORT COMMISSION MINUTES

Commissioner Clemenson moved to approve the minutes of the March 27, 2023, meeting, and Commissioner Blocker seconded the motion. This motion passed unanimously.

OLD BUSINESS

01. REVIEW AIRPORT STATISTICS

Fuel sales were up for March compared to the previous three years.

NEW BUSINESS

ACTION ITEMS

02. HANGAR 105 CONSTRUCTION APPROVAL RESOLUTION

Commissioner Brotherton made a motion to open the public hearing for Plans, Specifications, Form of Contract and Estimated Cost for Construct Hangar 105 project. Commissioner Kurtz Weber seconded the motion. This motion passed unanimously.

This project is being funded with IDOT Iowa Commercial Aviation Infrastructure Funds made possible with allocations through Federal American Rescue Plan State Fiscal Recovery Funds.

After discussion, Commissioner Brotherton motioned to close the public hearing and Commissioner Kurtz Weber seconded the motion. This motion passed unanimously.

Commissioner Brotherton motioned to accept Resolution No. A300-2-2023 Approval of Plans, Specifications, Form of Contract and Estimated Cost for Hangar 105 Construction Project. Commissioner Clemenson seconded the motion. This motion passed unanimously.

03. HANGAR 105 CONSTRUCTION AWARD CONTRACT RESOLUTION

Commissioner Brotherton motioned to accept Resolution No. A300-3-2023 Awarding Public Improvement for Hangar 105 Construction Project. Commissioner Clemenson seconded the motion. This motion passed unanimously.

Four bids were received for this project:

Portzen Construction-----	\$2,462,393.30
Konrardy Construction-----	\$2,174,567.38
S.G. Construction-----	\$2,086,735.86
Tricon General Construction----	\$2,080,000.00

Commissioner Kurtz Weber asked why there was a wide range of bids for this project. Engineer Eric Scott from Foth explained that it could have been caused by different costs from the material suppliers or subcontractors.

04. RELOCATE TAXIWAY A – PHASE 2 CONSTRUCTION APPROVAL RESOLUTION

Commissioner Clemenson made a motion to open the public hearing for Plans, Specifications, Form of Contract and Estimated Cost for Relocate Taxiway A – Phase 2, Reconstruct Taxiway A North, Entrance Taxiway A1, and Taxiway C within Runway 18/36 Safety Area Phase 1 Construction project. Commissioner Brotherton seconded the motion. This motion passed unanimously.

This project will begin construction of a multi-year effort to reconstruct Taxiway A that serves as a parallel taxiway to Runway 13/31 and is adjacent to the general aviation apron.

After discussion, Commissioner Clemenson motioned to close the public hearing and Commissioner Brotherton seconded the motion. This motion passed unanimously.

Commissioner Kurtz Weber motioned to accept Resolution No. A400-2-2023 Approval of Plans, Specifications, Form of Contract and Estimated Cost for Taxiway A Phase 2 – Reconstruct Taxiway A North, Entrance Taxiway A1, and Taxiway C within Runway 18/36 Safety Area Phase 1 Construction Project. Commissioner

Brotherton seconded the motion. This motion passed unanimously.

05.RELOCATE TAXIWAY A – PHASE 2 CONSTRUCTION AWARD RESOLUTION

Commissioner Kurtz Weber motioned to accept Resolution No. A400-3-2023 Awarding Public Improvement Contract for Relocate Taxiway A Phase 2 – Reconstruct Taxiway A North, Entrance Taxiway A1, and Taxiway C within Runway 18/36 Safety Area Phase 1 Construction Project. Commissioner Brotherton seconded the motion. This motion passed unanimously.

Two bids were received for this project:

Flynn Company-----\$3,494,835.35
Boomerang Corporation-----\$2,827,898.00

Apparent low bidder Boomerang Corporation withdrew their bid due to a “material and substantial mistake to bid item 14, Cement Treated Drainable Base Course 6”.

06.RELOCATE TAXIWAY A – PHASE 2 CONSTRUCTION GRANT RESOLUTION

Commissioner Kurtz Weber motioned to accept Resolution No. A400-4-2023 Authorizing FAA Grant Agreement for Relocate Taxiway A Phase 2 – Reconstruct Taxiway A North, Entrance Taxiway A1, and Taxiway C within Runway 18/36 Safety Area Phase 1 Construction Project. Commissioner Brotherton seconded the motion. This motion passed unanimously.

07. CJ BREITBACH AVIATION LLC LEASE PUBLIC HEARING

Commissioner Brotherton made a motion to open the public hearing for the proposed land lease assignment with CJ Breitbach Aviation, LLC. Commissioner Clemenson seconded the motion. This motion passed unanimously.

This is for a 35-year land lease where a corporate aircraft hangar will be constructed. After discussion, Commissioner Brotherton motioned to close the public hearing and Commissioner Clemenson seconded the motion. This motion passed unanimously.

08. HONOR FLIGHT LANDING FEE WAIVER REQUEST

Commissioner Clemenson motioned to waive landing fees for the two upcoming Honor Flights on May 22nd and May 23rd. Commissioner Blocker seconded this motion. This motion passed unanimously.

DISCUSSION

09. AIRPORT PROJECTS UPDATE

Airport Staff has been working with our Commercial Air Service Team (CAST) travel partners to enhance the DBQ flying experience. Commissioner Kurtz Weber, who is a member of this team, said this provides the opportunity to explain everyone's roles on the Air Service Task Force and provide information sharing to members of air service items. She said she was asked by one of the travel partners about our general aviation operations. This is a good opportunity to provide information about cargo and other general aviation items.

10. CORRESPONDENCE RECEIVED SINCE MARCH 27, 2023 COMMISSION MEETING

None.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is May 23, 2023, at 4:00 p.m.

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

The meeting was adjourned at 5:10 p.m.

Minutes respectfully submitted by Cheryl Sheldon.