

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

Tuesday, May 30, 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, Dan Klaas (on phone), Adam Langbecker, Cheryl Sheldon, Karin Spisak (on phone)

GUESTS: University of Dubuque student  
Eric Scott, Foth Infrastructure (on phone)

**PUBLIC INPUT**

None.

**AIRPORT COMMISSION MINUTES**

Commissioner Clemenson moved to approve the minutes of the April 25, 2023, meeting, and Commissioner Brotherton seconded the motion. This motion passed unanimously.

**OLD BUSINESS**

**01. REVIEW AIRPORT STATISTICS**

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

**NEW BUSINESS**

**ACTION ITEMS**

**02. IDOT FY24 AIRPORT IMPROVEMENT PROGRAM (AIP) APPLICATION RESOLUTION**

Commissioner Brotherton motioned to accept Resolution No. A600-1-2023 Endorsement of Iowa DOT Airport Improvement Program (AIP) FY2024 Application. Commissioner Blocker seconded the motion. This motion passed unanimously.

This project will provide for reconstruction of approximately one-half of the general aviation apron and is being funded with IDOT Airport Improvement Program Funds, FAA BIL-AIG Funds and Airport funds.

### **03. IDOT FY24 AIR SERVICE DEVELOPMENT GRANT RESOLUTION**

Commissioner Kurtz Weber motioned to accept Resolution No. A700-1-2023 Endorsement of Iowa Department of Transportation Air Service Development Application. Commissioner Clemenson seconded the motion. This motion passed unanimously.

This program provides funding to assist Iowa commercial airport activities.

### **04. US ARMY RESERVE LAND LEASE PUBLIC HEARING RESOLUTION**

Commissioner Brotherton made a motion to accept Resolution No. A800-1-2023 Proposed Lease Assignment with United States of America Department of the Army. Commissioner Kurtz Weber seconded the motion. This motion passed unanimously.

This proposed lease will commence on July 1, 2023 and terminate on June 30, 2028.

### **05. KONRARDY LEASE REASSIGNMENT PUBLIC HEARING RESOLUTION**

Commissioner Blocker motioned to accept Resolution No. A900-1-2023 Intent to Dispose of an Interest in Real Property by Lease Agreement with Konrardy Properties, LLC and Reassignment to Hirschbach Trucking. Commissioner Clemenson seconded the motion. This motion passed unanimously.

This lease originally started on March 1, 2016, and will conclude on February 28, 2046.

### **06. TAXIWAY A CONSTRUCTION ENGINEERING AGREEMENT RESOLUTION**

Commissioner Kurtz Weber motioned to accept Resolution No. A400-5-2023 Authorizing an Agreement for Engineering Services 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.

Foth Infrastructure is the Airport's engineer on retainer for this project.

### **07. HANGAR 105 CONSTRUCTION ENGINEERING AGREEMENT RESOLUTION**

Commissioner Brotherton made a motion to approve Resolution No. 1000-1-2023 Authorizing an agreement for Engineering Services for Hangar 105 Construction Project. Commissioner Blocker seconded the motion. This motion passed unanimously.

Foth Infrastructure is the Airport's engineer on retainer for this project.

#### **08. AIRPORT COMMISSION FY23 – 24 SUCSESSES APPROVAL RESOLUTION**

Commissioner Kurtz Weber motioned to accept the Airport Commission FY23-24 Successes with the changes discussed by the Commission. Commissioner Clemenson seconded this motion. This motion passed unanimously.

#### **DISCUSSION**

#### **09. AIRPORT PROJECTS UPDATE**

Airfield painting will be finished as of the end of May. Hangar construction of three new corporate hangars will be beginning soon with completion of all three by the end of the year.

#### **10. CORRESPONDENCE RECEIVED SINCE APRIL 25, 2023 COMMISSION MEETING**

None.

#### **NEXT COMMISSION MEETING**

The next scheduled Commission meeting tentative date is June 27, 2023, 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 5:02 p.m.

Minutes respectfully submitted by Cheryl Sheldon.