

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

Tuesday, October 24, 2023

4:00 p.m.

Dubuque Regional Airport  
Terminal Conference Room

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

**ABSENT:** None

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

**GUESTS:** University of Dubuque students Lex Hinke, Ethan Hudson, Gage Oien, Logan Richter, Ethan Stocker, Blake Thomas, Max Zirngible

**PUBLIC INPUT**

None.

**AIRPORT COMMISSION MINUTES**

Commissioner Clemenson moved to approve the minutes of the September 12, 2023, meeting, and Commissioner Brotherton seconded the motion. This motion passed unanimously.

**OLD BUSINESS**

**01. REVIEW AIRPORT STATISTICS**

Avelo fuel purchases have increased since the Las Vegas flight was added in September. 100LL and aircraft operations were down slightly in September from the previous year.

The final minimum revenue guarantee funds for Avelo Airlines were expended in the second quarter. CAST and Chamber Air Service Task Force members are monitoring these statistics.

**NEW BUSINESS**

**ACTION ITEMS**

**02. ELECTION OF OFFICERS**

Commissioner Clemenson made a motion to retain the current Airport Commission officers for one more year (Chairperson Michael Phillips, Vice Chair Mariann Kurtz Weber). Commissioner Blocker seconded the motion. This motion passed

unanimously.

### **03. BLUE SKIES OVER DUBUQUE, INC. LEASE RESOLUTION**

Commissioner Brotherton made a motion to open the public hearing for Proposed Lease Assignment with Blue Skies Over Dubuque, Inc., and the Dubuque Regional Airport. Commissioner Clemenson seconded the motion. This motion passed unanimously.

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

Commissioner Brotherton made a motion to accept Resolution No. A1300-2-2023 Proposed Lease Assignment with Blues Skies Over Dubuque, Inc., and the Dubuque Regional Airport. Commissioner Clemenson seconded the motion. This motion passed unanimously.

This will approve a new five-year lease agreement with Blue Skies Over Dubuque, Inc.

### **04. JET A TRUCK REPLACEMENT RESOLUTION**

Commissioner Blocker made a motion to accept Resolution No. A1500-1-2023 Preliminary Approval of Plans, Specifications, Form of Contract and Estimated Cost; Setting Date of Public Hearing on Plans, Specifications, Form of Contract and Estimated Cost; and Ordering the Advertisement for Bids for Jet A Truck Replacement Project. Commissioner Clemenson seconded the motion. This motion passed unanimously.

## **DISCUSSION**

### **05. DBQ FEDERAL AND STATE LEGISLATIVE PRIORITIES**

The Iowa Public Airports Association 2024 legislative priorities were presented to the Commission. These priorities assure that all Iowa commercial airports are speaking with one voice when meeting with Legislators.

### **06. AIRPORT PROJECTS UPDATE**

The Taxiway Alpha and hangar projects are progressing as scheduled. Airport Director Dalsing met with the University of Dubuque advisory board regarding the anticipated increased number of aviation students next year. A grant application has been submitted for BIL grant funds for the Terminal Improvement projects. November 14<sup>th</sup> is the Airport's annual Part 139 inspection.

**04. CORRESPONDENCE RECEIVED SINCE SEPTEMBER 12, 2023,  
COMMISSION MEETING**

None.

**NEXT COMMISSION MEETING**

The next scheduled Commission meeting tentative date is November 21, 2023, at 4:00 p.m.

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

The meeting was adjourned at 4:34 p.m.

Minutes respectfully submitted by Cheryl Sheldon.