

**DUBUQUE REGIONAL AIRPORT  
COMMISSION MEETING**

Monday, April 22, 2013

4:00 p.m.

Dubuque Regional Airport  
Dubuque Jet Center Conference Room

PRESENT: Steve Accinelli, Doug Brotherton, Charlie Daoud

ABSENT: Mike Santillo, Amy Wagner

STAFF: Todd Dalsing, Bob Grierson, Cheryl Sheldon, Gordy Vetsch

GUESTS: David Farningham, Pictaio Aerospace

**AIRPORT COMMISSION MINUTES**

Commissioner Brotherton moved to approve the minutes of the March 25, 2013 Commission meeting and the motion was seconded by Commissioner Accinelli.  
AYES: All. NAYS: None.

**OLD BUSINESS**

**01. REVIEW STATISTICS**

Various statistics were reviewed.

**NEW BUSINESS**

**ACTION ITEMS**

**02. COTTINGHAM & BUTLER LEASE RESOLUTION**

Commissioner Accinelli made a motion to open the public hearing for the Cottingham & Butler Insurance, Inc. Lease. Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

After discussion, Commissioner Accinelli motioned to close the public hearing and Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

Commissioner Accinelli made a motion to approve Resolution A100-2-2013 Proposed Lease Assignment with Cottingham & Butler Insurance, Inc. Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

**03. CSVI RESOLUTION**

Commissioner Accinelli made a motion to approve Resolution A300-1-2013 Endorsement of Commercial Service Vertical Infrastructure (CSVI) Application. Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

**04. FAA ACIP DATA SHEETS**

Commissioner Accinelli made a motion to approve Resolution A200-1-2013 Endorsement of Federal Aviation Administration Airport Improvement Program Application. Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

**05. PICTAIO LEASE, WAIVER OF MINIMUM STANDARDS**

After discussion, Commissioner Accinelli made a motion to approve a waiver of the Airport Minimum Standards for one year to enter into a Corporate Lease agreement with Pictaio Aerospace, Inc. Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

**06. ATCT RESOLUTION**

The proposed closing of the Air Traffic Control Tower by the FAA was discussed. Commissioner Accinelli asked Airport Manager Grierson to have conversations with the Chamber of Commerce, State legislators, City and County officials for available funds needed to continue the Tower operations if the FAA ceases funding for Dubuque's Tower.

Commissioner Brotherton made a motion to approve Resolution A400-1-2013 Approval of Request for Proposals; Setting Date of Public Hearing on Proposal and Ordering the Advertisement for Bids for Air Traffic Control Tower Professional Services. Commissioner Accinelli seconded the motion. AYES: All. NAYES: None.

**DISCUSSION**

**07. MANAGER'S UPDATE**

Airport Manager Grierson gave an update to the Commission of the progress on the New Terminal Facility.

**08. CORRESPONDENCE**

None.

**PUBLIC INPUT**

None.

**NEXT COMMISSION MEETING:**

The next scheduled Commission tentative meeting date is May 20, 2013 at 4:00 p.m.

Commissioner Brotherton moved to adjourn and this motion was seconded by Commissioner Accinelli. AYES: All. NAYS: None.

The meeting was adjourned at 4:55 p.m.