

**DUBUQUE REGIONAL AIRPORT
COMMISSION MEETING**

Monday, June 24, 2013

4:00 p.m.

Dubuque Regional Airport

Dubuque Jet Center Conference Room

PRESENT: Steve Accinelli, Doug Brotherton, Charlie Daoud, Mike Santillo (on phone)

ABSENT: Amy Wagner

STAFF: Todd Dalsing, Cheryl Sheldon, Karin Spisak, Gordy Vetsch

GUESTS: None

AIRPORT COMMISSION MINUTES

Commissioner Brotherton moved to approve the minutes of the May 20, 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. AIRPORT UTILITIES APPROVAL OF SPECS RESOLUTION

Commissioner Accinelli made a motion to open the public hearing for the Airport Utilities Extension. 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 A500-2-2013 Approval of Plans, Specifications, Form of Contract and Estimated Cost for Airport Utilities Extension. Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

03. AIRPORT UTILITIES AWARD CONTRACT RESOLUTION

Six bids were received for the Airport Utilities Extension Project ranging from \$1,917,949.20 to \$2,580,230.97. The apparent low bid was 23% under the Engineer's Estimate.

Commissioner Accinelli made a motion to approve Resolution A500-3-2013 Awarding Public Improvement Contract to McClain Excavating Company, Inc. for Airport Utilities Extension. Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

04. AIRPORT UTILITIES GRANT RESOLUTION

Commissioner Accinelli made a motion to approve Resolution A500-4-2013 Authorizing FAA Grant Agreement for Airport Utilities Extension. Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

05. AIRPORT UTILITIES ENGINEERING AGREEMENT RESOLUTION

Commissioner Accinelli made a motion to approve Resolution A600-1-2013 Authorizing an Agreement for Engineering Services for Airport Utilities Extension. Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

06. HONOR FLIGHT LANDING FEES

Honor Flight of Greater Dubuque submitted a request to waive landing fees for the upcoming flights to Washington, DC on September 16th and 17th. After discussion, Commissioner Accinelli made a motion to waive the landing fees for these two flights. Commissioner Brotherton seconded the motion. AYES: All. NAYS: None.

DISCUSSION

07. MANAGER'S UPDATE

Airport Operations and Maintenance Supervisor Dalsing gave an update on the current Airport projects to the Commission. Four Air Service Forums were held at the Dubuque Chamber to relay information on the New Terminal Project, American Airlines/US Air, Aircraft Control Tower, etc. and to answer questions. The North American Trainers Association will be holding their formation training on July 25 – 28th.

08. CORRESPONDENCE

None.

PUBLIC INPUT

None.

NEXT COMMISSION MEETING:

The next scheduled Commission tentative meeting date is July 22, 2013 at 4:00 p.m.

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

The meeting was adjourned at 4:30 p.m.