

**DUBUQUE REGIONAL AIRPORT  
COMMISSION MEETING**

Monday, July 14, 2014

4:00 p.m.

Dubuque Regional Airport  
Dubuque Jet Center Conference Room

PRESENT: Doug Brotherton, Charlie Daoud, Chris Even, Amy Wagner

ABSENT: Steve Accinelli

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

GUESTS: Crenna Brumwell, Asst. City Attorney

**AIRPORT COMMISSION MINUTES**

Commissioner Daoud moved to approve the minutes of the May 19 and June 30, 2014 Commission meetings and the motion was seconded by Commissioner Wagner. AYES: All. NAYS: None.

**OLD BUSINESS**

**01. REVIEW STATISTICS**

Various statistics were reviewed.

**NEW BUSINESS**

**ACTION ITEMS**

**02. CONSTRUCT LANDSIDE FACILITIES PLANS APPROVAL RESOLUTION**

Commissioner Daoud made a motion to open the public hearing for the Construct Parking Lot and Entrance Road project. Commissioner Wagner seconded the motion. AYES: All. NAYS: None.

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

Commissioner Daoud made a motion to approve Resolution A700-2-2014 Approval of Plans, Specifications, Form of Contract and Estimated Cost for Construct Parking Lot and Entrance Road. Commissioner Wagner seconded the motion. AYES: All. NAYS: None.

**03. CONSTRUCT LANDSIDE FACILITIES AWARD CONTRACT RESOLUTION**

Two bids were received for the Construct Terminal Landside Pavements project ranging from \$5,901,553.01 to \$7,193,636.25. The apparent low bid was 13% under the Engineer's Estimate.

Commissioner Daoud made a motion to approve Resolution A700-3-2014 Awarding Public Improvement Contract to Flynn Company, Inc. for Construct Parking Lot and Entrance Road. Commissioner Wagner seconded the motion. AYES: All. NAYS: None.

**04. CONSTRUCT LANDSIDE FACILITIES GRANT RESOLUTION**

Commissioner Daoud made a motion to approve Resolution A700-4-2014 Authorizing FAA Grant Agreement for Construct Parking Lot and Entrance Road. Commissioner Wagner seconded the motion. AYES: All. NAYS: None.

**05. FURNISHINGS, FIXTURES AND EQUIPMENT PLANS APPROVAL RESOLUTION**

Commissioner Daoud made a motion to open the public hearing for the Furnishings, Fixtures and Equipment (FFE) for the New Terminal Building project. Commissioner Wagner seconded the motion. AYES: All. NAYS: None.

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

Commissioner Daoud made a motion to approve Resolution A800-2-2014 Approval of Plans, Specifications, Form of Contract and Estimated Cost for Furnishings, Fixtures and Equipment (FFE) for the New Terminal Building. Commissioner Wagner seconded the motion. AYES: All. NAYS: None.

**06. FURNISHINGS, FIXTURES AND EQUIPMENT AWARD CONTRACT RESOLUTION**

Two bids were received for Install Terminal Furnishings, Fixtures and Equipment for the New Terminal Facility project ranging from \$696,800.00 to \$812,319.00. The apparent low bid was 22% over the Engineer's Estimate.

Four bids were received for the Install Terminal Baggage Handling System project ranging from \$536,397.00 to \$625,284.00. The apparent low bid was 15% under the Engineer's Estimate.

Commissioner Daoud made a motion to approve Resolution A800-3-2014

Awarding Public Improvement Contract to Tricon Construction Group for Install Terminal Furnishings, Fixtures and Equipment and Automatic Systems, Inc. for Install Terminal Baggage Handling System. Commissioner Wagner seconded the motion. AYES: All. NAYS: None.

**07. FURNISHINGS, FIXTURES AND EQUIPMENT GRANT RESOLUTION**

Commissioner Daoud made a motion to approve Resolution A800-4-2014 Authorizing FAA Grant Agreement for Furnishings, Fixtures and Equipment (FFE) for the New Terminal Building. Commissioner Wagner seconded the motion. AYES: All. NAYS: None.

**08. AMENDING CODE OF ORDINANCES TITLE 12 RESOLUTION**

This resolution was previously tabled at the April 28<sup>th</sup> and May 19<sup>th</sup> meetings. After discussion, Commissioner Daoud made a motion to discuss this resolution when Commission Accinelli was in attendance at the July 21<sup>st</sup> meeting and Commissioner Wagner seconded the motion. Assistant City Attorney Crenna Brumwell was asked by the Commission and she agreed to return to the July 21<sup>st</sup> meeting.

**DISCUSSION**

**09. MANAGER'S UPDATE**

Airport Manager Grierson updated the Commission on Air Service updates and the AvFuel marketing meeting.

**10. CORRESPONDENCE**

None.

**PUBLIC INPUT**

None.

**NEXT COMMISSION MEETING:**

The next scheduled Commission meeting tentative date is July 21, 2014 at 4:00 p.m.

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

The meeting was adjourned at 4:40 p.m.