

**DUBUQUE REGIONAL AIRPORT  
COMMISSION MEETING**

Monday, April 22, 2019  
4:00 p.m.  
Dubuque Regional Airport  
Dubuque Jet Center Conference Room

PRESENT: RJ Blocker, Doug Brotherton, Sue Clemenson, Chris Even, Mike Phillips

ABSENT: None

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

GUESTS: Jan Sigwarth and Katie Mihalakis with Buzz Creative

**PUBLIC INPUT**

None.

**AIRPORT COMMISSION MINUTES**

Commissioner Brotherton moved to approve the minutes of the March 25, 2019 meeting and Commissioner Blocker seconded the motion. This motion passed unanimously.

**OLD BUSINESS**

**01. REVIEW AIRPORT STATISTICS**

Monthly Airport statistics for fuel, enplanements, aircraft operations and finances were reviewed. It was noted that jet fuel sales increased slightly in March.

**NEW BUSINESS**

**ACTION ITEM**

**02. APPROVAL OF FY19 AIRPORT COMMISSION ACCOMPLISHMENTS**

This form has been requested by the City Council for the last two years. After discussion, it was decided to add information regarding the increased utilization of the airport by business aircraft and the Jet Center remodel.

Commissioner Blocker motioned to approve the FY19 Airport Commission Accomplishments document with the two additions and the motion was seconded by Commissioner Brotherton. This motion passed unanimously.

## **DISCUSSION**

### **03. BUZZ CREATIVE GROUP PRESENTATION**

The Airport's current provider of video and marketing materials presented to the Commission some ideas on a video and memorabilia wall. These items would recognize individuals who have made contributions to Dubuque's aviation history, as well as, a timeline of the Dubuque Airport's history. These items would be displayed to visitors and users of the Airport at the Commercial Airline Passenger Terminal Building.

### **04. MANAGER'S UPDATE**

The Airport Manager gave the Commission an update on the relocation of the Federal Aviation Administration equipment located in the old terminal building. Updating of the recognition and memorabilia wall policy is continuing.

### **05. CORRESPONDENCE**

None.

## **NEXT COMMISSION MEETING**

The next scheduled Commission meeting tentative date is May 13, 2019 at 4:00 p.m.

Commissioner Blocker moved to adjourn, and this motion was seconded by Commissioner Clemenson. This motion passed unanimously.

The meeting was adjourned at 5:39 p.m.



Minutes submitted by Cheryl Sheldon