

DUBUQUE REGIONAL AIRPORT COMMISSION MEETING

Monday, November 4, 2019

4:00 p.m.

Dubuque Regional Airport
Airport Terminal Conference Room

PRESENT: RJ Blocker, Doug Brotherton, Sue Clemenson, Mike Phillips, Mariann Kurtz Weber

ABSENT: None

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

GUESTS: None

PUBLIC INPUT

None.

AIRPORT COMMISSION MINUTES

Commissioner Blocker moved to approve the minutes of the August 19, 2019 meeting and Commissioner Clemenson seconded the motion. This motion passed unanimously.

OLD BUSINESS

01. REVIEW AIRPORT STATISTICS

Monthly Airport statistics for fuel, enplanements, aircraft operations and finances for the months of August and September were reviewed.

NEW BUSINESS

ACTION ITEMS

02. SCASD GRANT RESOLUTION

Commissioner Kurtz Weber motioned to accept Resolution No. A800-1-2019 Authorizing USDOT Grant Agreement for Small Community Air Service Development Program in the event such grant is offered to the City of Dubuque. Commissioner Blocker seconded the motion. The Airport has submitted this grant and is waiting for notification from the USDOT. This motion passed unanimously.

03. PERSONNEL UPDATE

Applications have been received and Interviews have been held for the job of Assistant Airport Director. This position became available due to the appointment

of Todd Dalsing to Airport Director. A hiring recommendation has been forwarded to Human Resources and we are waiting for the final approval.

03. NEW EQUIPMENT UPDATE

The snow removal equipment purchased through AIP Grant #64 has been received. All three pieces of equipment will be put into service, once staff is trained and a final inspection has been completed.

Eleven bids were received for the Terminal Deconstruction project, ranging from \$27,856 to \$166,000. The lowest bidder withdrew their bid and the project was awarded to Konrady Construction in the amount of \$67,733. The Federal Aviation Administration equipment has been removed from this building and deconstruction has begun. The exterior of the building should be removed by the end of December.

04. CORRESPONDENCE

During the recent TSA precheck event held at the Airport, 408 individuals signed up.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is November 21, 2019 at 4:30 p.m. This meeting will be held after the Airport Master Plan Technical Advisory Committee and before the Public Information Workshop on the Airport Master Plan.

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

The meeting was adjourned at 4:51 p.m.

Minutes submitted by Cheryl Sheldon