

**DUBUQUE REGIONAL AIRPORT
COMMISSION MEETING**

Wednesday, March 25, 2020

4:00 p.m.

Dubuque Regional Airport
Dubuque Jet Center Conference Room

PRESENT: RJ Blocker (by phone), Doug Brotherton (by phone), Sue Clemenson, Mike Phillips (by phone), Mariann Kurtz Weber (by phone)

ABSENT: None

STAFF: Todd Dalsing, Dan Klaas, Cheryl Sheldon, Karin Spisak (by phone), Gordy Vetsch

GUESTS: None

PUBLIC INPUT

None.

AIRPORT COMMISSION MINUTES

Commissioner Phillips moved to approve the minutes of the February 25, 2020 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 for the month of February were reviewed. It was noted that due to the start of the COVID-19 pandemic, Airport operations and fuel sales are declining in March.

NEW BUSINESS

ACTION ITEMS

02. KONRARDY PROPERTIES, LLC LEASE PUBLIC HEARING RESOLUTION

Commissioner Clemenson made a motion to open the public hearing for the Konrardy Properties, LLC land lease. Commissioner Phillips seconded the motion. This motion passed unanimously.

After discussion, Commissioner Phillips motioned to close the public hearing and Commissioner Blocker seconded the motion. This motion passed unanimously.

Commissioner Clemenson motioned to accept Resolution No. A400-2-2020

Proposed Lease Assignment with Konrardy Properties, LLC. Commission Blocker seconded the motion. This motion passed unanimously.

DISCUSSION ITEMS

03. COVID-19 UPDATE

Airport Director Dalsing notified the Commission that due to the effects of COVID-19, aircraft operations and fuel sales are starting to decline. TSA screened 86% less passengers today than one year ago. The University of Dubuque has temporarily suspended flight operations until further advised. American Airlines is continuing operations but will be reducing some of their daily flights.

04. AIRPORT PROJECTS UPDATE

The Master Plan project is ongoing. The runway lighting project design is progressing; the relocation of the Airport phone demarcation is nearly complete. Construction of two corporate aircraft hangars has begun.

The Airport received notification of being awarded the SCASD grant and will hopefully receive the grant in May of this year. Staff attended the Mead and Hunt Air Service Conference and met one-on-one with four airlines and networked with multiple airline officials and industry leaders during this conference.

05. CORRESPONDENCE

None.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is April 21, 2020 at 4:00 p.m.

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

The meeting was adjourned at 5:00 p.m.

Minutes submitted by Cheryl Sheldon