

## **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. KONRADY PROPERTIES, LLC LEASE PUBLIC HEARING RESOLUTION**

Commissioner Clemenson made a motion to open the public hearing for the Konrady 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 Konrady 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