

## **DUBUQUE REGIONAL AIRPORT COMMISSION MEETING**

Tuesday, August 25, 2020

4:00 p.m.

Dubuque Regional Airport  
Terminal Conference Room

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

**ABSENT:** Mike Phillips

**STAFF:** Todd Dalsing, Dan Klaas, Cheryl Sheldon, Karin Spisak, Gordy Vetsch

**GUESTS:** None.

### **PUBLIC INPUT**

None.

### **AIRPORT COMMISSION MINUTES**

Commissioner Blocker moved to approve the minutes of the July 25, 2020 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 month of July were reviewed. Flight operations have increased. This may be due to a record number of University of Dubuque students enrolled in the flight program and the addition of a UD flight block from 6:00 p.m. – 10:00 p.m. Airport Staff is currently collecting data of the increased operations to submit to the FAA, to request additional Aircraft Tower operation hours.

American Airlines passenger enplanements are slowly increasing but we are still down 68% from last year. National enplanements have decreased 73% from 2019. It was noted that there were no fuel sales or operations from the July 3<sup>rd</sup> Air Show, NATA aircraft or Oshkosh aircraft in July this year. The Airport Twitter account currently has 6,688 followers. The Airport will be utilizing YouTube with more “in house” videos being created by Airport Staff.

### **NEW BUSINESS**

#### **ACTION ITEMS**

## **02. KONRADY PROPERTIES, INC LEASE ASSIGNMENT RESOLUTION**

Commissioner Kurtz Weber made a motion to accept Resolution No. A1500-1-2020 Intent to Dispose of an Interest in Real Property by Lease Agreement with Konrady Properties, LLC and Reassignment to MGI Leasing Inc. Commissioner Clemenson seconded the motion. This motion passed unanimously.

## **03. MGI LEASING, INC LEASE AMENDMENT RESOLUTION**

Commissioner Kurtz Weber made a motion to accept Resolution No. A1600-1-2020 to Amend Lease Agreement with MGI Leasing, Inc. Commissioner Clemenson seconded the motion. This motion passed unanimously.

## **DISCUSSION ITEMS**

### **04. AIRPORT PROJECTS UPDATE**

Airport Director Dalsing reported to the Commission that the Master Plan Update is proceeding with phone interviews instead of "in person" meetings. The Airfield Lighting Update, will be starting with site surveys this fall and trenching and changing lights, etc. will continue in the spring. The local EAA chapter received a grant from the Rotary for the purchase of two binoculars, one of which is ADA compliant, to be displayed at the observation area for viewing of the airfield. A local Eagle Scout is working on an educational board to also be displayed there. Airport Staff has been meeting regularly with the Robert L. Martin terminal naming committee.

### **05. CORRESPONDENCE RECEIVED SINCE JULY 21, 2020 MEETING**

None.

## **NEXT COMMISSION MEETING**

The next scheduled Commission meeting tentative date is September 22, 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 4:39 p.m.

Minutes submitted by Cheryl Sheldon