

DUBUQUE REGIONAL AIRPORT COMMISSION MEETING

Tuesday, November 21, 2023

4:00 p.m.

Dubuque Regional Airport
Terminal Conference Room

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

ABSENT: None

STAFF: Todd Dalsing, Dan Klaas, Cheryl Sheldon

GUESTS: University of Dubuque student Ricardo Alvarado; Eric Scott, Foth Infrastructure

PUBLIC INPUT

None.

AIRPORT COMMISSION MINUTES

Commissioner Clemenson moved to approve the minutes of the October 24, 2023, meeting, and Commissioner Kurtz Weber seconded the motion. This motion passed unanimously.

OLD BUSINESS

01. REVIEW AIRPORT STATISTICS

Flight operations are down slightly from previous years.

NEW BUSINESS

ACTION ITEMS

02. JET A TRUCK REPLACEMENT PUBLIC HEARING RESOLUTION

Commissioner Clemenson made a motion to accept Resolution No. A1500-2-2023 Preliminary Approval of Plans, Specifications, Form of Contract and Estimated Cost; Setting Date of Public Hearing on Plans, Specifications, Form of Contract and Estimated Cost; and Ordering the Advertisement for Bids for Jet A Truck Replacement Project. Commissioner Clemenson seconded the motion. This motion passed unanimously.

The new date for advertising for bids is November 9th, the bid date is December 7th and the public hearing date is December 12th.

03. FOTH ENGINEERING DESIGN CONTRACT TAXIWAY A PHASE 2 CONSTRUCTION RESOLUTION

Commissioner Kurtz Weber made a motion to accept Resolution No. A1600-1-2023 Authorizing an Agreement for Engineering Services for Relocate Taxiway A – Phase 3 Construction Design and Bidding Phase Services. Commissioner Clemenson seconded the motion. This motion passed unanimously.

This will approve the design and bidding engineering agreement with Foth Infrastructure for phase three of the Relocation and Construction of Taxiway A project.

DISCUSSION

04. AIRPORT PROJECTS UPDATE

The steel for the University of Dubuque hangar has been delivered and being erected. The Avelo Airlines Las Vegas flight will be cancelled as of January 6, 2024 due to low demand. The Minimum Revenue Guarantee funds were paid for the Avelo Airlines Orlando flight only.

05. CORRESPONDENCE RECEIVED SINCE OCTOBER 24, 2023, COMMISSION MEETING

None.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is December 12, 2023, at 4:00 p.m.

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

The meeting was adjourned at 4:36 p.m.

Minutes respectfully submitted by Cheryl Sheldon.