

DUBUQUE REGIONAL AIRPORT COMMISSION MEETING

Tuesday, August 27, 2024

4:00 p.m.

Dubuque Regional Airport
Terminal Conference Room

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

ABSENT: None

STAFF: Todd Dalsing, Dan Klaas (on phone), Cheryl Sheldon

GUESTS: Mayor Brad Cavanagh; Molly Grover, Dubuque Chamber; Eric Scott, Foth Infrastructure (on phone); Jason White, Greater Dubuque Development Corporation

PUBLIC INPUT

Mayor Cavanagh thanked the Airport Commission for their service and support in securing new daily air service to the Dubuque Regional Airport.

AIRPORT COMMISSION MINUTES

Commissioner Blocker moved to approve the minutes of the June 6, 2024, and August 13, 2024, meetings, and Commissioner Brotherton seconded the motion. This motion passed unanimously.

OLD BUSINESS

01. REVIEW AIRPORT STATISTICS

Director Dalsing mentioned that aircraft operations and aviation fuel sales were down slightly from the previous year. This may be due to the current Airport construction projects

NEW BUSINESS

ACTION ITEMS

02. CEDAR VALLEY PROPERTIES, LLC PUBLIC HEARING RESOLUTION

Commissioner Clemenson made a motion to accept Resolution No. A800-1-2024 Intent to Dispose of an Interest in Real Property by Lease Agreement. Commissioner Brotherton seconded the motion. This motion passed unanimously.

This authorizes setting a public hearing for a long-term land lease with Cedar Valley Properties, LLC.

03. AIR SERVICE AGREEMENT RESOLUTION

Commissioner Kurtz Weber made a motion to accept Resolution No. A900-1-2024 Authorizing the Airport Director to Sign an Air Service Agreement with Key Lime Air, dba Denver Air Connection (DAC) Providing New Air Service to the Dubuque Regional Airport. Commissioner Clemenson seconded the motion. This motion passed unanimously.

DBQ Air, working with DBQ Air Service Consultant Matt Skinner of Global Flights, meet weekly to restore and retain daily scheduled service. Meetings with regional carriers over the past several months has resulted in an opportunity to restore daily service starting in November with a mid-day turn to Chicago O'Hare utilizing an ERF145 aircraft on Denver Air Connection.

04. AIR CARRIER INCENTIVE PROGRAM RESOLUTION

Commissioner Kurtz Weber made a motion to accept Resolution No. A1000-1-2024 Authorizing the Airport Director to Sign a One-Year Air Service Incentive Agreement to Key Lime Air, dba Denver Air Connection (DAC) Providing New Air Service to the Dubuque Regional Airport. Commissioner Clemenson seconded the motion. This motion passed unanimously.

Commissioner Kurtz Weber asked if this would involve waiving Passenger Facility Charges. No, it will not. She also asked who would handle aircraft maintenance issues, if needed. This will be handled by a local airfield mechanic. Are there any other flights to ORD with DAC? Yes. Commissioner Kurtz Weber thanked Mayor Cavanagh, Molly Grover, and GDDC for all their help in securing new DBQ/ORD daily air service.

05. AIRPORT SERVICES AGREEMENT RESOLUTION

Commissioner Kurtz Weber made a motion to accept Resolution No. A1100-1-2024 Authorizing the Airport Director to Sign a Ground Handling Airport Service Agreement with Key Lime Air, dba Denver Air Connection (DAC) Providing New Air Service to the Dubuque Regional Airport. Commissioner Clemenson seconded the motion. This motion passed unanimously.

06. SCASD PROGRAM RESOLUTION

Commissioner Kurtz Weber made a motion to accept Resolution No. A1200-1-2024 Authorizing the Airport Director to Utilize the Small Community Air Service Development Program (SCASD) Funds for Key Lime Air, dba Denver Air Connection (DAC) Providing New Air Service to the Dubuque Regional Airport. Commissioner Clemenson seconded the motion. This motion passed unanimously.

Commissioner Brotherton asked if the SCASD funds will only be used for this flight. The Airport Director said, "Yes."

DISCUSSION

07. AIRPORT PROJECTS UPDATE

Director Dalsing reported that the GA Apron construction is going well and is on schedule. An event will be held for the public in October for the recently completed terminal solar project.

07. CORRESPONDENCE RECEIVED SINCE JUNE 6, 2024, COMMISSION MEETING

None.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is September 24, 2024.

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

The meeting was adjourned at 4:46 p.m.

Minutes respectfully submitted by Cheryl Sheldon.