

**DUBUQUE REGIONAL AIRPORT  
COMMISSION MEETING**

Monday, June 25, 2018

4:00 p.m.

Dubuque Regional Airport  
Airport Terminal Conference Room

PRESENT: Steve Accinelli (on phone), RJ Blocker, Doug Brotherton, Sue Clemenson, Chris Even

ABSENT: None

STAFF: Bob Grierson, Cheryl Sheldon, Todd Dalsing

GUESTS: None

**PUBLIC INPUT**

None.

**AIRPORT COMMISSION MINUTES**

Commissioner Even moved to approve the minutes of the May 14, 2018 meeting and Commissioner Clemenson seconded the motion. AYES: All. NAYES: None.

**OLD BUSINESS**

**01. REVIEW STATISTICS**

Various statistics were reviewed. The impact of the temporary removal of the third daily American Airlines flight on the enplanements was discussed

**NEW BUSINESS**

**ACTION ITEM**

**02. SNOW REMOVAL EQUIPMENT ACQUISITION APPROVAL RESOLUTION**

Commissioner Blocker motioned to accept Resolution A400-6-2018, Approval of Plans, Specifications, Form of Contract and Estimated Cost for Snow Removal Equipment Acquisition (High-Speed Rotary Plow) Rebid Project. Commissioner Even seconded the motion. AYES: ALL. NAYES: None.

**03. SNOW REMOVAL EQUIPMENT ACQUISITION AWARD CONTRACT  
RESOLUTION**

At the June 6<sup>th</sup> bid opening, three bids were received for the High-Speed Rotary Plow, one from Trans-Iowa in the amount of \$232,900, one bid from Kodiak America in the amount of \$148,700 and one from Lee Truck Equipment in the

amount of \$170,000.

Commissioner Blocker motioned to accept Resolution A400-7-2018, Awarding Public Improvement Contract for Snow Removal Equipment Acquisition Project. Commissioner Even seconded the motion. AYES: ALL. NAYES: None.

#### **04. EXECUTING CONTRACTS AND LEASES RESOLUTION**

Commissioner Clemenson motioned to accept Resolution A800-1-2018, Authorizing the Airport Manager to Execute Contracts and Leases on Behalf of the City of Dubuque/Dubuque Regional Airport. Commissioner Blocker seconded the motion. AYES: ALL. NAYES: None.

#### **05. APPROVAL OF COMMISSION FY18 ACCOMPLISHMENTS**

The Airport Commission accomplishments for FY18 were discussed. A motion was made by Commissioner Blocker and seconded by Commissioner Even to accept these accomplishments. AYES: ALL. NAYES: None.

#### **06. DBE PROGRAM ACCEPTANCE RESOLUTION**

Commissioner Blocker motioned to accept Resolution A900-1-2018, Acceptance of Dubuque Regional Airport Commission Disadvantaged Business Enterprise (DBE) Program. Commissioner Clemenson seconded the motion. AYES: ALL. NAYES: None.

#### **DISCUSSION**

#### **07. MANAGER'S UPDATE**

The Airport Manager notified the Commission that the Terminal restaurant closed on June 22nd. Various options were discussed. The weather played havoc on flights last week nation-wide, causing multiple cancellations and delays.

#### **08. CORRESPONDENCE**

None.

#### **NEXT COMMISSION MEETING**

The next scheduled Commission meeting tentative date is July 30, 2018 at 4:00 p.m.

Commissioner Blocker moved to adjourn and this motion was seconded by Commissioner Clemenson. AYES: All. NAYS: None.

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