

**DUBUQUE REGIONAL AIRPORT
COMMISSION MEETING**

Monday, May 20, 2019

4:00 p.m.

Dubuque Regional Airport
Dubuque Jet Center Conference Room

PRESENT: RJ Blocker, Doug Brotherton, Sue Clemenson, Chris Even, Mike Phillips

ABSENT: Cheryl Sheldon

STAFF: Bob Grierson, Karin Spisak, Todd Dalsing, Gordy Vetsch

GUESTS: Eric Seier, Blue Skies Over Dubuque

PUBLIC INPUT

None.

AIRPORT COMMISSION MINUTES

Commissioner Even moved to approve the minutes of the April 22, 2019 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 April were reviewed.

NEW BUSINESS

ACTION ITEM

02. ELECTION OF OFFICERS

Airport Commission Chairperson Chris Even has taken a new position and will resign from the Airport Commission effective Tuesday, May 21, 2019. Commissioner Blocker motioned to nominate Doug Brotherton as Chairperson and Mike Phillips as Vice Chairperson with their terms effective through September 2020. Commissioner Clemenson seconded the motion. This motion passed unanimously.

03. BLUE SKIES CONSENT TO SALE RESOLUTION

Commissioner Brotherton motioned to approve Resolution No. A500-1-2019 Consenting to the Sale of Blue Skies Over Dubuque, Inc from Paul and Peggy Kaune to Eric and Melanie Seier and Commissioner Phillips seconded this motion.

Mr. Seier was present and introduced himself to the Airport Commission. The current lease agreement will continue with the remaining term through April 30, 2023.

This motion passed unanimously.

04. AIRPORT FUNDRAISING AND NAMING RECOGNITION POLICY RESOLUTION

Commissioner Blocker motioned to approve Resolution No. A600-1-2019 Dubuque Regional Airport Fundraising and Naming Recognition Policy for Major Capital Projects on Airport Property or Under Dubuque Regional Airport Commission Jurisdiction and Commissioner Brotherton seconded the motion.

After discussion, the Airport Commission approved the Administrative Policy except for Appendix A. The Commission felt that Appendix A needed more refining.

This motion passed unanimously.

04. AIRPORT MANAGER UPDATE

Airport Manager Grierson discussed an American Airlines headquarters meeting to be held on June 12, 2019. In attendance will be Airport Manager Grierson, Dubuque Area Chamber of Commerce CEO Molly Grover and Airport Marketing Coordinator Karin Spisak.

USDOT has finally announced the opening of the Small Community Air Service Grant application. The Dubuque Regional Airport will be applying for \$750,000.

The D-Marc building was installed last week which opens the door for the deconstruction of the old terminal facility.

The Airport received notice that they did not receive \$5 million in supplemental grant funding for paving of the ramp area.

05. CORRESPONDENCE

Airport Manager Grierson received a letter from the FAA regarding their lease in the old terminal building. This is an ongoing negotiation.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is June 24, 2019 at 4:00 p.m.

Commissioner Blocker moved to go into closed session and this motion was seconded by Commissioner Even. This motion passed unanimously.

The meeting was adjourned at 4:45 p.m.

Minutes submitted by Karin Spisak