

**MINUTES**  
**CITY OF DEKALB**  
**AIRPORT ADVISORY BOARD**  
**May 17, 2016**

The Airport Advisory Board held a meeting on May 17, 2016 at the Airport Maintenance Shop. Chairman Hallgren opened the meeting at 5:32p.m.

**A. ROLL CALL**

Chair Hallgren called the roll and the following members of the Airport Advisory Board were present: Mitch Hallgren, Bryant Irving, Chuck Lanning, Robert Owens, Larry Luxton, Jack Bennett, Jeff Jacobson and Bernard Pupino.

Members absent at roll call were: Jim Rhoades, Dick Anderson, Bryce Deter.

Also present were: Tom Cleveland, Airport Manager; Jeff Kohlert, Fly America; Eric Dienst, Rev'd Up Motorsports.

**B. APPROVAL OF THE AGENDA – ADDITIONS/DELETIONS**

A motion was made by Bryant Irving to approve the May 17, 2016 agenda, seconded by Bernard Pupino, and approved by voice vote.

**C. PUBLIC PARTICIPATION**

There was no public participation.

**D. APPROVAL OF MINUTES**

A motion was made by Chuck Lanning to approve the March 15 & April 19, 2016 minutes, seconded by Jack Bennett, and approved by voice vote.

**E. OLD BUSINESS - NONE**

**F. NEW BUSINESS**

1. Discussion of Airport Projects – Tom Cleveland, Airport Manager discussed Airport Projects. T-Hangar Phase 2 paving and entrance road and parking lot were discussed and recommended that we do the projects together to save money. These projects will not start until early summer of 2017. We are still looking for funding to replace the navigational aids at the airport. Most of our navigational aids and cabling is 20 years old. The FAA and state recommend replacement when the equipment and cables are this old. The Hazardous Wildlife Assessment will start in June 2016. This is a year-long project with the USDA - Wildlife Services where they are at and around the airport doing wildlife surveys 4 times a month to observe wildlife in the area. This project will help us attain our FAA Federal Aviation Regulation Part 139 commercial airport status. The cleaning up of the corner of Peace Road and Pleasant will happen in June 2016. New power is being run to the maintenance/storage hangar by city electricians to save money. ComEd will be removing their power poles on site clearing the entire corner for development.

2. Discussion of Airport Events – Airport Manager Tom Cleveland discussed the upcoming events:

- 1) June 5, 8:00am-11:30am, Experimental Aircraft Association fly in/drive in pancake breakfast
  - 2) June 11, 9:00am-noon, Young Eagles – Ages 7-17 receive free airplane rides
  - 3) June 25-July5, B-17 Sentimental Journey visit (tentative-sponsorship needed)
  - 4) July 18-August 3, DeKalb Airport/World Fuel Sponsored – EAA Airventure Air Show Traveler’s Lunch
  - 5) August 13, 9:00am-noon, Young Eagles – Ages 7-17 receive free airplane rides
3. Discussion of Proposed Fiscal Year 2016.5 Airport Budget – Airport Manager, Tom Cleveland discussed the budget process. Projects we are trying to complete are crackfilling for runway 2-20, environmental assessment of the Frontier Building, signage for the DeKalb Flight Center, frontage road fence relocation, wide screen TV’s and 2 computers to be able to view airport security cameras in the front lobby of the airport and the pilot lounge for flight crews to be able to see their aircraft on the ramp.

Additional items discussed were a proposed 10% increase in hangar and land lease rent. Many Airport Advisory Board members had comments and questions:

Is it time for an increase? Is this increase justified? Because we are storing equipment in hangars that could be leased, what income is the airport losing? A few of the airport board members mentioned the last time there was a large increase many tenants moved out. They asked what the city has done for cost reducing measures at the airport. It was mentioned that the small aircraft do not need the long runways and all of the approaches that are installed but appreciate them being here. They wanted to know when the Sixel Consulting airport report will be completed.

A motion was made by Bob Owens and seconded by Chuck Lanning recommending to increase the hangar and land lease rates only 5% not to the 10% that is in the proposed FY2016.5 budget. Motion unanimously passed.

Because the FY2016.5 budget is only 6 month’s long, the Airport Advisory Board was told that all of the aircraft and runway deicing chemicals would be purchased in December, when we usually do. The FY2017 budget starts January 1, 2017.

#### G. COMMITTEE REPORTS

Airport Managers Report:

Fuel sales are steady. Hangars are full with 5 on the hangar waiting list. Lightning hit the lights on runway 9, on the north side of the runway and also the precision approach path indicator lights. Both have been repaired. Airport tours always pick up this time of year. Airport tours are given to everyone from pre-schooler’s up through senior citizen centers.

#### H. ADJOURNMENT

Meeting adjourned at 6:25p.m.

Respectfully submitted by Tom Cleveland

Minutes approved by the Airport Advisory Board on June 21, 2016.