

**AGENDA**

Airport Advisory Board - Tuesday, May 25, 2021, 7:00 p.m.

**Location**

3232 Pleasant Street, West Community Hangar - DeKalb, Illinois 60115

- A. Roll Call
- B. Approval of Agenda – Additions / Deletions
- C. Public Participation
- D. Approval of Minutes – April 27, 2021

E. Old Business

**1. 2200 Pleasant St. Hangar**

Airport Manager's Summary: Arcadis, ComEd's contracted environmental inspector, recommended additional lead paint, asbestos, and mold inspections, which were accomplished by Hygieneering on Monday, May 3. Their report, dated May 10, was given to Exelon/ComEd. Bill Nicklas obtained the reports on Wed., May 19. Lead paint was confirmed on various metal locations within the hangar and mold was discovered in the office space bathroom. We immediately offered to remediate but required guidance so that our actions are adequately accomplished and appropriately documented. As of this agenda, we have not been given the necessary details to proceed. Bill established with Exelon's Real Estate Department a hard deadline of June 1 for the lease to be signed. Exelon and ComEd are working to find an equitable solution that will allow them to sign the lease and move in.

**2. DeKalb Chamber of Commerce – Drive-thru Expo – Friday, May 14**

Airport Manager's Summary: On Fri., May 14, the DeKalb Chamber of Commerce held its Local Showcase and Spring Fest at the airport. Taxiway B was set as a drive-through lane that allowed attendees to pass by tents of Chamber business sponsors at "safe distances." According to the FAA airspace requirements, the Chamber, the City's Public Works, Fire, Police and Airport staff and volunteers along with Kishwaukee Education Consortium student volunteers prepared the airfield and then ensured that the event was held safely. More than 1000 people attended both events and appreciative feedback from the community was received. Runway 09/27 was closed from 2pm until 7pm, but with winds out of the south/southwest, air traffic was uninterrupted and 100LL fuel sales abounded during the excellent Spring weather. Three airport tenants provided their single-engine aircraft for display alongside the Lion's Club Cruise-by Car Show. Andri Wiese, Win Aviation owner, also displayed numerous aircraft on the Jet Ramp which were visited by those attending the Spring Fest.

**3. Flight/Ground Operations**

Airport Manager’s Summary:

Our newest Line Service Technician, Jett Martin, started on Monday, May 3, and has already become an asset to our team! He has been receiving on-the-job training with our staff while he has been completing accredited National Air Transportation Association (NATA) online training modules. He worked alongside Kevin Howard this past week for an introduction to our fuel sales reporting and was able to use his computer skills to improve several aspects of that lengthy process. I will be working with him in June to evaluate our fuel sales history for near future adjustments to our business model, as well as preparations for our Fuel Supplier RFP.

Most of our staff received OSHA required recurrent training in forklift operation on Wed. and Thu., Apr. 28 and 29. This will ensure that our staff can safely operate our forklift during freight operations.

I received two new requests for hangar rentals in the past month. Current hangar waitlist is 25. Hangar requests represent current DKB T-hangar tenants who would like to move out of their asphalt-based hangars onto concrete floors and/or heated hangars or would like an additional hangar, as well as non-based pilots who are looking for any available hangar, hangars that are large enough for their twin-engine aircraft, only want concrete floors and/or heated hangars, etc.

The General Aviation Manufacturers Association (GAMA) released its general aviation aircraft shipments and billings report for the first quarter of 2021. Airplane shipments for the first three months of 2021, when compared to the same period in 2020, saw piston aircraft deliveries increase 7.3% with 235 units; turboprop aircraft deliveries increase 18.3% with 84 units; and business jet deliveries were flat with 113 units. Civil-commercial turbine helicopter deliveries for the first three months of 2021, when compared to the same period in 2020, saw an increase of 8.2% with 92 units; and piston helicopter deliveries nearly matched first quarter 2020 with 36 units.

**First Quarter Aircraft Shipments and Billings**

<b><u>Aircraft Type</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>Change</u></b>
Piston Airplanes	219	235	7.3%
Turboprops	71	84	18.3%
Business Jets	114	113	-0.9%
Total Airplanes	404	432	6.9%
Total Airplane Billings	\$3.33B	\$3.93B	18.1%
Piston Helicopters	37	36	-2.7%
Turbine Helicopters	85	92	8.2%
Total Helicopter	122	128	4.9%
Total Helicopter Billing	\$431M	\$544M	26.2%

"The first quarter of 2021 shows progress for the industry. It is encouraging to see manufacturers begin to bounce back from the impacts of the pandemic," said GAMA President and CEO Pete Bunce. "Although, we are not yet in the clear. The industry continues to face headwinds, especially with ongoing supply chain issues and pandemic related restrictions and constraints to global travel."

This past month we have experienced ongoing issues with the 100LL AvGas fuel truck nozzle and a constant coolant leak. On Thu., May 20, Mike Burke, Filtration Corp, and Rich fiddled with the 100LL AvGgas fuel truck for a couple of hours and finally replaced the nozzle with an overhauled nozzle that we had on-hand, and it worked. Mike also troubleshooted the coolant leak on the same truck and found a loose hose clamp. After he tightened it, there was no further leaking.

Thom Brian moved equipment from 2200 Pleasant hangar to 2100 Pleasant hangar in advance of the expected ComEd lease of 2200 Pleasant. He moved snow removal equipment to various storage locations around the airfield and prepared for mowing season. Airfield mowing operations began this month and have been going well. The lack of rain so far this season, compared to last Spring, has been a blessing. Our full-time Seasonal PW staff will start mowing early June.

Update of required airfield repairs as noted in the FAA 5010 three-year airfield inspection report from IDOT, dated Mar. 23: this past month our PW electricians have managed to reposition both Runways 02/20 and 09/27 runway lights to correct heights, along with all taxiway lights, except Taxiway C. They should be able to reposition Taxiway C taxiway lights by the end of this month.

Our renewal of our annual Wildlife Depredation permit was issued by the Illinois Office of the USDA and I received the renewal on May 6. No birds were taken in the past year.

Kris Siuba, owner/sole U.S. dealer of the Ekolot Lightsport aircraft that resides in our Community hangar, shared that his plane won a Best in Show award during the recent Sun 'n Fun Aerospace Expo held in Lakeland, Florida.

The week of May 17-21, Transdev held bus driver training on our West Ramp daily, 9am-4:30pm.

On Monday, May 17, a DFD crew brought their Rescue truck that was temporarily housed in our Community hangar while construction work was taking place in their Station 1 garage. They removed the truck Wednesday, May 19, after hours.

#### **Air/Ground Operations:**

- Thu., Apr. 29 – A Beechcraft King Air arrived late morning, and the pilots paid the ramp fee, but did not purchase any jet fuel. They borrowed the blue Trailblazer and drove to Egg Haven for a bite to eat. A Cessna Skymaster, that had arrived Wednesday evening and overnighted in our Community hangar, departed in the afternoon with the pilot and one passenger to Aurora airport. They picked up two additional passengers and then flew to Carbondale for an SIU Rugby Team 50-Year Anniversary gathering.
- Tue., May 4 - Our 2020 Summer Intern Dylan Moffit visited. He has finished his Senior year at NIU and will be starting the Masters in Public Affairs program this fall.
- Wed., May 5 - Ray Hott's Embraer Phenom 300 twin-engine corporate jet arrived from Chicago Executive (PWK) after 4pm. The pilots purchased 446 gallons of JetA fuel on their WorldFuel Contract, then borrowed the courtesy SUV overnight and drove to the Hampton Inn. They departed on Thu., May 6.
- Thu., May 6 – A Patriot Aviation chartered Lear 45 twin-engine corporate jet arrived, picked up two local residents, and departed for Oklahoma City (OKC). Jim Mason's Aero Commander twin-engine turboprop arrived. The pilot picked up a cabin seat and other items that belonged with the plane and departed for Michigan for a pre-buy inspection. The pilot did not purchase any fuel.
- Mon. May 10 - Two ATP flight school pilots arrived to fly their Piper Archer single-engine piston back to DuPage Airport (DPA). Their corporate office paid \$227.00 in tie-down ramp fees. A Wheels Up King Air 350 twin-engine turboprop arrived from Nashville, dropped off four passengers who drove to a local job site in

two Enterprise rental cars. The pilots purchased 136 gallons of JetA fuel and paid a landing fee. A PlaneSense chartered Pilatus PC-12 landed about 6pm and the pilots purchased 180 gallons of JetA fuel before departing.

- Tue., May 11 – ADS completed their annual inspection of the fire detection system at 2200 Pleasant. An Egon Oil Hawker 900XP arrived from Youngstown, PA (YNG) at 4pm and parked overnight on the South Ramp. Four passengers rented an Enterprise rental car and drove to a meeting with their Crafco Plant Manager. The pilots also used an Enterprise rental car and stayed in a local hotel. On Wed, the pilots purchased 500 gallons of JetA fuel prior to departing to Evansville, IN (EVV).
- Wed., May 12 – The Patriot Aviation Lear 45 returned from Oklahoma with the passengers they had picked up on May 6, and purchased 100 gallons of JetA and were charged a landing fee prior to departing back to OKC. The Hyvee King Air 350 twin-engine turboprop arrived at 7:30 pm and parked overnight on the South Ramp.
- Thu., May 13 – The Hyvee King Air pilots purchased 100 gallons of JetA and departed at 11:15 am. A Four Star Sales Cessna Citation CJ3 twin-engine corporate jet arrived at 7:15am. The pilots purchased 150 gallons of JetA fuel before departing at 5pm. The passengers are owners of landscaping materials and were meeting locally using Enterprise rental cars. A Piper Aztec twin-engine piston aircraft arrived from Pennsylvania with a rough-running right engine. The ferry pilots did some troubleshooting and purchased self-serve AvGas before departing to Minnesota.
- Sat., May 15 – An XOJet Challenger 300 twin-engine chartered corporate jet arrived at 5:15pm, and the two passengers deplaned. The pilots purchased 250 gallons of JetA fuel on WorldFuel Contract, were also charged a \$75 callout fee, then flew to Midway Airport (MDW).
- Mon, May 17 - We accepted a Cessna Cardinal single-engine piston aircraft in the Community hangar temporarily while the four owners located a different hangar solution. They are currently #23 on our DKB hangar waitlist. They were charged the nightly transient hangar rate of \$30, and moved the aircraft out on Friday, May 21. Mon., May 17 – The Piper Arrow single-engine aircraft that experienced a right landing gear failure on landing was moved from our Community hangar to the Fly America hangar for wing spar and landing gear inspection, approved by the owner's insurance company. The owner incurred \$990.00 in hangar fees.
- Tue., May 18 - An Enbridge Energy pipeline inspection helicopter arrived at 7:30am and purchased 89 gallons of JetA fuel on a quick turn. We received a load of 2,001 gallons of diesel fuel for airport equipment operations in the 2200 Pleasant diesel fuel farm. Rich assisted Bob Clark, E7-2 Eagle's Nest private hangar owner, whose starter failed after he refueled his Bonanza single-engine piston plane at the 100LL Self-serve fuel farm. Rich used the Lectro tug to pull Bob's plane to his hangar.
- Wed., May 19 - Two representatives from Crafco, 234 Harvestore Dr, DeKalb, the plant manager and a sales rep, along with a representative from Sherwin Williams and Andy arrived to perform a concrete repair demonstration of a product manufactured by Ergon. Ergon's Hawker 900XP twin-engine corporate jet had flown in on May 11 with four executives to visit the Crafco plant. Crafco then offered to demonstrate an asphalt repair product they called "mastic" on a few significant Taxiway B cracks in the near future.
- Thu., May 20 – We received notice from the GARD traffic counts contractor who explained that our feed was not being recorded correctly. Jett worked over the phone with one of the technicians who determined that one of the components needs to be replaced. I spoke with the technician later in the day and he said that they would be sending a replacement unit by express delivery, and it should arrive on Saturday, May 22.
- A TSG Holdings charter Learjet 60 twin-engine corporate jet arrived from Columbus, OH (CMH) just after 10:30am with six passengers, who are electrical subcontractors for the Facebook Data Center. They rented three Enterprise cars, two for passengers and one for the flight crew, and had reserved two Hampton Inn hotel rooms for the pilots. They will return Friday morning at 9:30am for an 11am departure to DeKalb-Peachtree (PDK) with some of the original passengers. They anticipate needing the use of our Ground Power Unit (GPU) and will purchase JetA fuel. The ComEd Aerial group based their helicopter operations from our South Ramp and twice purchased JetA fuel for a total of 57 gallons. Just after 4pm an About Apple

Time/PlaneSense Charter Pilatus PC-12 single-engine turboprop arrived. The pilots used a Hertz rental car that was dropped off by staff from their St. Charles office. The pilots stayed in a local hotel.

- Fri., May 21 – The TSG Holdings Learjet 60 pilot called 0830 for an early departure 0930. The pilots purchased 340 gals of JetA fuel, used the ground power unit (GPU), ice and departure to DeKalb-Peachtree (PDK), all fees were charged. Their Enterprise SUV left behind did not have a key fob, one of the passengers took it with them accidentally; they will FedEx overnight to Enterprise, so they can pick SUV ASAP.
- The PlaneSense Pilatus pilots purchased 150 gallons of JetA fue, used our GPU. We provided them ice and hot water before their 11am departure to Columbus (CMH). Their Hertz rental car will be picked up Monday, May 24.
- The Holcomb Family arrived in a Cirrus from Cincinnati Municipal (LUK). They had arranged for a rental car that was not here. Our staff troubleshot with Enterprise who then delivered the car. The owner purchased 30.5 gallons of 100LL AvGas and departed at 1pm.
- Dave Schoengart flew in from Jeffersonville, IN in a single-engine plane to look at property nearby. We provided him with a courtesy car. He returned an hour later and departed to Indiana.
- The Civil Air Patrol has been given permission to gather in groups up to 50 people. They met in the Community hangar.

**4. Fuel Revenues**

Airport Manager’s Summary: April fuel sales as recorded:

Month	100LL gal	Sales	JetA gal	Sales
April 2021	4,811.8	\$19,964.91	4,829.0	\$17,895.28
vs.				
April 2020	2,753.2	\$12,428.83	3,795.0	\$11,492.35

Our last JetA fuel load was delivered on Tuesday, April 6, purchased at \$1.90/gallon. Within a week or two we will need to order a load of JetA, which was quoted this past Tue., May 18, at \$2.31/gallon, but is forecast to drop three-cents next week.

This is a recent report from GlobalAir.com who tracks fuel pricing at 3,177 Fixed Base Operators (FBOs) nationally:

Fuel Price Averages	JetA	100LL AvGas
National	\$4.87	\$5.32
Great Lakes Region	\$4.60	\$5.05
DeKalb Flight Cener	\$3.79	\$4.65

**5. TIP Projects (Transportation Improvement Program)**

- a. **DKB-4331 Taxiway-Rehabilitate T-hangar Pavements, Entrance Road Auto Parking Lot**  
Airport Manager’s Summary: Another payment to Hanson Engineering is expected to be paid on Mon., May 24, following Council approval. The 10% Withholding payments are still outstanding, and we will pass through to Hanson once they have been paid to the City.
- b. **DKB-4556 Replace the Existing Visual Approach Slope Indicator (VASI) Units on Runway Ends 2, 20 and 27 with Precision Approach Path Indicator (PAPI) Units**  
**AND**
- c. **DKB-4800 Rehabilitate Runway 2-20**  
Airport Manager’s Summary: On Thursday, May 20, I emailed all airport tenants/businesses the following:  
 We have been anticipating the scheduling of two FAA Airport Improvement Program (AIP) projects this summer/fall for which the FAA now has signed contracts. Both projects’ Preconstruction meetings took place in the past week and included representatives from IDOT-

Division of Aeronautics (acting as Agent for the FAA), our contracted engineering consultant firm, Crawford, Murphy & Tilly [CMT], FAA Navigation/Lighting Maintenance, the two construction contractors, William Charles Construction and Curran Construction, and myself.

The projects are named:

- **DKB-4556 Relocate and Replace the Existing NAVAID Units on Runway Ends 2, 20 and 27**
  - Contractor: William Charles Construction
- **DKB-4800 Resurface Runway 2-20**
  - Contractor: Curran Construction

During both Preconstruction meetings, each contractor indicated that scheduling a hard start date is dependent on their ability to obtain necessary electrical components; currently, construction materials manufacturing delays are common. Once their construction supplies are secured, final paperwork can be completed and a Notice to Proceed (NTP) from IDOT will be executed. As such:

- William Charles has a named a soft start date for **DKB-4556** as June 21.
- Curran will likely not start **DKB-4800** until after Aug. 1, which also factors into consideration the anticipated increased air traffic activity surrounding EAA's AirVenture (July 26-Aug. 1).

To recap, both projects will require various runway closures, for which NOTAMs will be issued and tenants will be notified with as much advance notice as possible.

- **DKB-4556 Relocate and Replace the Existing NAVAID Units on Runway Ends 2, 20 and 27**
  - Daily, 7am-5pm, runway and taxiway closures will occur.
    - Closures will vary, dependent on location and scope of work to remove and replace the existing VASI/PAPI units.
  - Contractor is to provide a minimum 48-hour notice of runway closures.
- **DKB-4800 Resurface Runway 2-20**
  - Runway 2/20 and Taxiway C will be closed for the duration of the planned 45-day asphalt resurface project.
    - Adjacent taxiway spurs will be closed as required.
    - Runway 2 ILS will be NOTAM'ed inoperative.
  - Runway 9/27 will ALSO be closed during the intersection resurfacing.
    - This is an estimated 15-day period within the 45-day project.
    - Adjacent taxiway spurs will be closed as required.
    - Once the intersection construction is complete, Runway 9/27 and taxiway spurs will be reopened.
  - A 30-day asphalt curing period will then be observed, during which Runway 2/20 will be reopened.
  - Runway 2/20 will be closed daily, 7am-5pm, during a 5-day pavement grooving phase.
  - Runway 9/27 will ALSO be closed daily, 7am-5pm, during the anticipated 2-day pavement intersection grooving phase.
    - Once the intersection grooving phase is complete, Runway 9/27 will be reopened.
  - Contractor is to provide a minimum 48-hour notice of runway closures.

I will inform you as soon as the contractors have determined their hard start dates with anticipated runways intersection construction phase (airfield closure) dates.

We realize that there will be significant impact on all airport operations during the time that the airfield is closed but are looking forward to having a resurfaced runway for everyone to enjoy at the end of a relatively short construction window. I am happy to review any aspect of the construction plans with you and answer questions as I am able.

That same day, I received four email responses from tenants, two who thanked me for the information and two with objections to the airfield closure during DKB-4800 and their suggestions/requests for a partial length of a runway be made available. As previously discussed with the AAB, there are several aspects that factor into the design engineering of a project of this scope, summarized by CMT, and I included as a response to their emails:

Thank you for contacting me and sharing your excellent suggestion, which we had brought forward last year when the construction phases were being finalized. As with any airfield project, the design and construction engineers consider every aspect of the impacts, no more so than when an airport might need to be closed for any period of time. Our contracted engineers were thorough in their preparations to obtain project approval by the FAA. To this consideration, they have shared the following points:

Impacts regarding a potential temporary relocated runway end threshold to accommodate keeping a single runway open during work within the existing intersection:

- 1.) Additional items of work such as bituminous pavement transitions, pavement marking, light circuitry modifications, additional light fixture placement for a relocated threshold would need to be completed prior to utilization (as well as the removal of these items upon runway opening). These items of work would add cost and construction time to the project not originally planned for when the project was programmed by FAA and IDA.
- 2.) Additional construction phasing due to partial runway lengths would decrease the contractor efficiency and as such would have an impact on the overall project construction timeline. Additional phasing could increase construction duration by 1-3 months depending on the number of phases. An overall evaluation would need to occur to weigh the benefits of 1-3 month timeline increase versus a 14-day shutdown.
- 3.) A decrease in efficiency would also impact the work item unit prices. An increase in unit prices by 20-30% is feasible based on phasing due to remobilization costs. This would be supplemental to the cost of the additional necessary work items as outlined in #1.
- 4.) Additional review time from FAA/IDA to evaluate the temporary displaced threshold location may jeopardize the ability to meet the discretionary funding letting schedule which could push the project off another year and could have jeopardized the 100% federal funding currently obtained for the project.
- 5.) Runway safety areas and approach surface area dimensions still need to be in accordance with FAA guidelines for projects under construction. As such, resultant runway lengths would be limited on RW 9/27 unless there is a reduction in airplane design group designation.

Such an alternative, if pressed, will push the actual project out to another program year. Since the project was programmed with FY2020 Grant funds which the FAA will pay at 100% through the CARES Act, The City is released from paying our usual 5% Local Share. If the project gets pushed into a future project year, we will lose our FY2020 100% funding, and The City will not have the necessary TIF funds to pay our Local Share of the reprogrammed project. If The City is unable to pay our 5% Local Share for the reprogrammed project, we would still be required to pay the lump sum of the engineering costs already incurred for the entire project, have to reimburse the FAA and IDOT for their collective efforts, and we would not realize an improved Runway 2/20 for those monies spent.

As inconvenient as a temporary airfield closure will be for us all, the end result is a much-improved airfield for all of us who are privileged to utilize our National Airspace System.

**d. DKB-4875 Rehabilitate Taxiway C**

Airport Manager's Summary: On Friday, May 7, CMT submitted the 80% Design Engineering report to IDOT. CMT has stated that they anticipate completing the engineering in time for the IDOT July 2021 bid letting.

F. New Business

**1. Events**

**a. General Aviation Appreciation Month - June**

Airport Manager's Summary: On Mon., May 24, Mayor Barnes made a proclamation that June is General Aviation Appreciation Month. From the City Manager's Summary: "[This Proclamation] celebrates our community's continuing commitment to the general aviation community of pilots, aviation and training organizations, repair services, and traveler services. The COVID pandemic hit the general aviation community hard, as it did commercial aviation. Our new team of professionals at the DeKalb Airport are dedicated to marketing the benefits of our general aviation services, including fuel, hangars, first class runways and taxiways, instrument approaches, security, training, and maintenance." The Proclamation is attached to the Agenda. We are planning to have an Open House later in June to celebrate the FBO update/rehabilitation and to show appreciation to our tenants, businesses and transient customers.

**2. Airport Improvements**

**a. FBO Redesign**

Airport Manager's Summary: Replacement windows were installed by Cardinal Glass between Thursday, April 29, and Monday, May 3. Exterior tuckpointing on the South entrance has yet to be scheduled. It has been determined that the poly aspartic (epoxy) flooring topcoat will require a resurfacing due to application issues; this is scheduled afterhours Wed., May 26. Lobby furniture will be installed once the poly flooring topcoat resurfacing is complete. When we have a rainy day, the Public Works electricians will extend the upstairs Conference room ceiling light fixture whips, so they can be positioned correctly, along with a few remaining light switches replacements to white from existing almond color.

G. Adjournment



# PROCLAMATION



## General Aviation Appreciation Month June 2021

**WHEREAS**, the City of DeKalb in the state of Illinois has a significant interest in the continued vitality of general aviation, aircraft manufacturing, aviation educational institutions, aviation organizations and community airports; and

**WHEREAS**, general aviation and the DeKalb Taylor Municipal Airport have an immense economic impact on the City of DeKalb; and

**WHEREAS**, general aviation airports in the state of Illinois supports over \$9 billion in total economic output.; and

**WHEREAS**, general aviation not only supports DeKalb's economy, it improves overall quality of life by supporting emergency medical and healthcare services, law enforcement, firefighting and disaster relief, investments in sustainable fuels and technologies, and by transporting business travelers to their destinations quickly and safely; and

**WHEREAS**, these aircraft and our network of airports represent a national public benefit, and Congressional oversight should be in place of this system to ensure that it remains a public system and serves communities of all sizes; and

**WHEREAS**, general aviation has been deeply impacted by the COVID-19 pandemic, causing an impact on operations, jobs, and dependent industries, sectors, and communities; and

**WHEREAS**, general aviation stands to be at the forefront of the overall economic recovery; and

**WHEREAS**, the United States faces a shortage of aviation professionals, leaders should invest in this critical infrastructure to ensure future economic growth and our next generation of aviation professionals and pilots; and

**NOW THEREFORE**, I, Cohen Barnes, Mayor of the City of DeKalb, do hereby proclaim general aviation a vital strategic asset to the City of DeKalb and declare June as General Aviation Appreciation Month in the City of DeKalb.



**IN WITNESS THEREOF**, I have set my hand and caused the Seal of the City of DeKalb to be affixed this 24<sup>th</sup> day of May 2021.

\_\_\_\_\_  
COHEN BARNES, Mayor



**DRAFT Minutes**  
Airport Advisory Board

The Airport Advisory Board of the City of DeKalb, Illinois, held a Regular meeting on April 27, 2021, at the DeKalb Taylor Municipal Airport, 3232 Pleasant Street, DeKalb, Illinois, in the West Community Hangar.

Chair Robert Owens called the meeting to order at 7:00 p.m.

**A. Roll Call**

Robert Owens called the roll and the following members of the Airport Advisory Board were present: Paul Borek, Richard Downen, Matt Duffy, Melissa Gallagher, Robert Owens/Chair, Bernard Pupino/Vice Chair, and James Rhoades.

Also present were Airport Manager Renee Riani, City Manager Bill Nicklas, and two guests, Jeff Kohlert/Fly America and Andri Wiese/Win Aviation.

**B. Approval of Agenda**

Paul Borek moved to approve the agenda; seconded by Matt Duffy. Motion passed by a majority voice vote of those present.

**C. Public Participation**

Mayor Jerry Smith addressed the Board for the final time as City of DeKalb Mayor. He offered thanks to the Board for their continued good work and their diligence to improve and expand the airport in its place within the National Transportation Network. He encouraged them to work with the Congressional leaders.

**D. Approval of Minutes – March 23, 2021**

Paul Borek moved to approve the minutes of March 23, 2021 meeting; seconded by Matt Duffy with a note of edit for Item 5 bullet points. Motion passed by a majority voice vote of those present.

**E. Old Business**

**6. Deice Truck**

No questions or discussion.

**7. 2200 Pleasant St. Hangar**

No questions or discussion.

**8. DeKalb Chamber of Commerce – Drive-thru Expo – Friday, May 14**

Matt Duffy provided an update. Jeff Kohlert requested more advance notice for tenants for future events. No further questions or discussion.

**9. Flight/Ground Operations**

10. No questions or discussion.

**11. Fuel Revenues**

12. No questions or discussion.

**13. TIP Projects (Transportation Improvement Program)**

- a. **DKB-4331 Taxiway-Rehabilitate T-hangar Pavements, Entrance Road Auto Parking Lot**  
No questions or discussion.
- b. **DKB-4556 Replace the Existing Visual Approach Slope Indicator (VASI) Units on Runway Ends 2, 20 and 27 with Precision Approach Path Indicator (PAPI) Units**  
No questions or discussion.
- c. **DKB-4800 Rehabilitate Runway 2-20**  
Andri Wiese and Jeff Kohlert raised questions on the possibility of having a portion of either runway available during the intersection construction airfield closure. Bill and Renee explained that possibility was not feasible for several reasons which included engineering cost constraints and FAA and City funding considerations. Andri offered to provide an Arizona airport manager contact for a similar construction scenario. No questions or discussion.
- d. **DKB-4875 Rehabilitate Taxiway C**  
No questions or discussion.

## F. New Business

**3. Events**

- a. **DeKalb County Health Department Hazardous Waste Collection**  
No questions or discussion.

**4. Airport Improvements**

- a. **FBO Redesign**  
Compliments were made to the improvements in the FBO by various members. No questions or discussion.
- b. **Airport Coronavirus Response Grant Program (ACRGP)**  
No questions or discussion.

**5. General Aviation Appreciation Month**

Renee shared that in previous years, this Proclamation had been made in June. The Board members agreed that it would be appropriate to issue the same for 2021. No further questions or discussion

## G. Adjournment

Bernard Pupino moved to adjourn the meeting; seconded by James Rhoades. Motion passed by a majority voice vote of those present. Chair Owens adjourned the meeting at 7:45 p.m.

Respectfully submitted:

Renee Riani, Airport Manager