



164 East Lincoln Highway
DeKalb, Illinois 60115
815.748.2000 • cityofdekalb.com

AGENDA

Airport Advisory Board
Tuesday Nov. 22, 2022, 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 – Oct. 25, 2022, on pages 2 and 3
- E. Old Business
 - 1. DKB T-hangar lease review
 - 2. Airport Minimum Standards/Rules and Regulations
- F. New Business
 - 1. FAA TIP projects review
- G. Adjournment



DRAFT Minutes
Airport Advisory Board

The Airport Advisory Board of the City of DeKalb, Illinois, held a regular meeting on October 25, 2022, 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 7:07 p.m.

A. Roll Call

Chair Robert Owens called the roll, and the following members of the Airport Advisory Board were present: Scott Carlson, Matt Duffy, Robert Owens/Chair, Bernard Pupino/Vice Chair, James Rhoades. Paul Borek was not present. Also present were City Council Liaison Tony Faivre, City Manager Bill Nicklas, PW Director Andy Raih, and Airport Manager Renee Riani.

B. Approval of Agenda – Additions / Deletions

James Rhoades moved to approve the agenda; seconded by Scott Carlson. Chair Owens noted that Item F. New Business 1. Ad Hoc Committee to review Airport Minimum Standards/Rules and Regulations would be tables. Matt Duffy noted incorrect date on D. Special Meeting minutes; date corrected to Sep. 28, 2022. Motion passed by a majority voice vote of those present.

C. Public Participation

None

D. Approval of Minutes – September 28, 2022

Bernard Pupino moved to approve the minutes of September 28, 2022 meeting; seconded by Matt Duffy. Motion passed by a majority voice vote of those present.

E. Old Business

1. Airport Manager Update

Burglaries have occurred in the past several months at numerous regional airports. The suspects break into hangars and then into aircraft or into aircraft parked on ramps and steal high-end electronic displays, often damaging the aircraft to gain access. DeKalb Police are aware and have increased patrols during the night hours. Airport staff have moved vehicles with "Security" signs around the hangars and taken other deterrent measures. Airport Tenants have been advised to watch for the suspects' vehicle or suspicious activity and notify DPD.

Airport Farm Lease bids had been tabulated and the highest bid was \$382.14/acre, which will result in an approximate revenue of \$137,000/year for the three-year term.

Renee informed the Board that IDOT-DOA has completed their process to reimburse airports from the Aviation Fuel Sales Tax fund and the FAA's CRSSA/ARPA funds. She submitted the Vendor Invoices and expects a total of \$78,329.20 to be transferred to the City within four to five weeks.

2. DKB T-hangar lease review

Scott Carlson, Robert Owens, and Renee Riani met on Fri., Oct. 21 and reviewed the T-hangar leases. Renee presented the recommendations for revising terms and rates. Discussion among the members concurred with the presented outline. Additional recommendations: Sec 3 Terms - add an increased rate for month-to-month term following the one-year term if a new one-year lease is not signed and a short-term offer to bring all leases to the same start date; Sec 10 Maintenance – add specific language for Service Calls and tenants being present or not; Sec 12 Utilities – Andy Raih will investigate costs involved to sub-meter the electric for each hangar unit.

E. New Business

1. Ad Hoc Committee to review Airport Minimum Standards/Rules and Regulations
Tabled

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 7:58 p.m.

Respectfully submitted:

Renee Riani, Airport Manager