

City of Dixon Airport Advisory Board  
JUNE 14th, 2017 - 5:00 PM at Dixon Municipal Airport

**CALL TO ORDER**

The meeting was called to order at 5:03 PM by President Dan Ruckman.

**ROLL CALL**

**Present:** Mark Appelquist 2. Brian Brown 3. Dave Flenner 4. Dick Meggers 5. Dan Ruckman

**Board Members Absent:** none

**Others Present:** Public Works Director – Terry Weter

**APPROVAL OF MINUTES**

Meggers moved to approve the minutes of the Airport Advisory Board Meeting of Monday, June 5, 2017. Seconded by Appelquist.

**Voting Yea: 1. Appelquist 2. Brown 3. Flenner 4. Meggers 5. Ruckman**

**Voting Nay: None. Motion carried.**

**AIRPORT STATUS REPORT:** Jim Canterbury – absent

- AWOS – by BROWN -still missing “Visibility”
- 4H visit – by BROWN – About 20 members of Maytown Comets 4-H club from Sublette – Manager Jim Canterbury assisted by FBO operators Brian Brown & Clay Breneman also with Jack Bally showing his B17 Project participated in their tour.
- EAA chapter from Dekalb – by BROWN – 34 members Chapter meet at Dixon to view Jack Bally’s B17. Members flew (5-planes) and drove to Dixon. Members set up tables with food at Bally’s hanger. Brian was told their normal meeting would be 20 people so they were happy this special event attracted additional members to attend.
- Credit Card programing – by BROWN – No updates presently. Jim will get with the cities IT guy to work with Fuelmaster following his return from vacation.
- Current Hangers Status – No update given on vacancy

**OLD BUSINESS**

- Hanger rent rate – Ruckman questioned the timing of notice and activation of new hanger fees by City Offices not being as agreed to at past meeting. Appelquist and Brown reported some tenants calling asking was going on. Flenner read from past minutes as recorded.  
O’Donnell said, “we probably should get new leases out in June so they can start July 1st”.  
Terry Weter told Board that O’Donnell was taking care of it with the tenants.

**RUNWAY LIGHTING PROJECT**

Meggers moved to recommend City Council to permit the Runway Lighting Project move forward citing safety concerns resulting from any further delays. Seconded by Brown.

**Voting Yea: 1. Appelquist 2. Brown 3. Flenner 4. Meggers 5. Ruckman**

**Voting Nay: None. Motion carried.**

**AIRPORT Fuel Sales and Operations**

Ruckman stated that O’Donnell was to come up with responsibilities for Clay should the City take over purchasing Fuel. There was discussion about different approaches but without numbers from City or Breneman we were unable to make any decisions this month with more research needed.

**MAINTENANCE HANGER and OFFICE RENT**

There was discussion about different approaches but we were unable to make any decisions this month with more research needed.

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**NEW BUSINESS**

- City Web Page on AIRPORT – FLENNER stated that airport page on City web site is out of date. This information should be updated or removed.
- EAA web site promoting AIRPORTS to Transit Pilots going to Airventure: Flenner suggested that we should get Clay or ourselves to enter something promoting Dixon. Possible we could suggest free overnight camping to Transit pilots flying in. We should confirm there is not a problem or city code preventing it. Discussion about where they should place tents (east of terminal building same side of fence) and any issues that could arise. Board only came up with good reasons to permit it and did not find any harmful issue against camping. Idea needs more input mostly city so will be tabled until July.
- Courtesy Car Access – While it is great when people contact airport for car ahead of time and during business hours this does not always happen or they come after everyone has left. The idea about using a Realtor type lock box for car keys and if someone would call or come to airport after business hours they could call Jim and send him a photo of them self with driver license ID and possibly plane in background, then Jim could give them access number to car keys. Idea needs more input mostly from Jim so will be tabled until July.
- FACEBOOK Page - Idea needs more input so will be tabled until July.

**Public/Visitor Comment:**

- None

**Closing Comments:**

- None

Adjourn at 6:27 P.M. **MOTION by Brown, 2nd by Meggers - APPROVED**

**Next meeting – Wednesday July 12, 2017 at 5:00PM**

Future scheduled dates for 2017 –Aug. 9<sup>th</sup>, Sept. 13<sup>th</sup>, Oct. 11<sup>th</sup>, Nov. 8<sup>th</sup>, Dec.13<sup>th</sup>.

Minutes submitted by Secretary, David Flenner