

City of Dixon Airport Advisory Board

January 11, 2022

1) CALL TO ORDER

The meeting was called to order at 4:07 pm by Dan Ruckman

2) Roll CALL

Present: Dan Ruckman, Mark Appelquist, William Siemer

Absent: Ray Neisewander III

Others Present: Matt Heckman – Dixon Public works
Jim Canterbury – Airport Manager

Visitor: None

3) APPROVAL OF MINUTES

MOTION – Mark Appelquist– **SECONDED** – William Siemer
APPROVED – Voting – **(3) Yea, (0) Nay, (0) Absent**

4) Airport Status Report – Jim Canterbury

- a) **Hangars** – Occupancy review noting various vacancies in B and C hangars
 - Recent termination of lease (Mooney relocation)
 - Hangar lighting upgrades occurring during vacancies
- b) **AWOS** – Remains inoperative
 - Parts (circuit board, etc.) have been received
 - Expected to be repaired and returned to service by 1/14/21
- c) **Runway Lighting** – 8-26 lighting remains inoperative (due to lightning strike)
 - Parts (wiring, transformer, lights, etc.) ordered
 - Unable to provide anticipated date of repair at this time
- d) **Courtesy Vehicle** – Jeep
 - Leaf spring failure
 - Will utilize in-house resources to repair the leaf spring
 - Expected to be returned to service by 1/28/21
- e) **Fuel Farm** – Lighting Inoperative
 - Ordered new LED fixtures and bulbs
 - Expected to be fully operational by 1/21/21
- f) **NOTAM** – Expected to be issued next week
 - Engineers will be on the field
- g) **Airport Flagpole** – Flag rope failure
 - To be repaired as soon as practical

5) **Project & Engineering** – Matt Heckman

a) **Perimeter Fence** - IDOT agreement received

- Tracking previously issued Local Check (≈\$14K) to ensure appropriate allocation
- Project expected in the Spring/Summer 2022

b) **Taxiway Rehab** - Project in early design phase

- Expected to require >\$300K in “Rebuild Illinois” funding

c) **Airport Manager** – Future opening (due to planned retirement on 5/31/2023)

- Airport Advisory Board to develop options/recommendations for City consideration

d) **TIPS** –November 4th Meeting

- Approved as submitted
- City asked to begin updating Airport Layout Plan to replace legacy plan (property acquisition, future runway enhancements, AWOS upgrade, etc.)

6) **New business**

a) **Airport Manager Replacement Strategy**

- Request to keep topic on the agenda for future discussions

b) **Lease Renewals** – Maintenance Hangar and Fuel Farm

- Matt working with tenant on a 36-month renewal agreement
 - Potential rate increase being negotiated
 - Reinforcement of documented roles, responsibilities and expectations

7) **Member Reports**

a) **Mark Appelquist** –Nick Simmer’s Resignation

- recommendation to consider Larry Ebert as a potential new Airport Advisory Board Member
- Favorable response from Board Members to move forward in the process

Public / Visitor Comments

None

Closing Comments

Alignment of schedules for next Airport Advisory Board Meeting

Adjourn

5:26pm