

City of Dixon Airport Advisory Board

March 8, 2022

1) Call to Order

The meeting was called to order at 4:04 pm by Mark Appelquist

2) Roll Call

Present: Mark Appelquist, William Siemer, Ray Neisewander,
Larry Ebert

Attended by

Video conference: Dan Ruckman

Absent: None

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

Visitor: None

3) Approval of Minutes

Motion – Ray Neisewander– **Seconded** – William Siemer

Approved – Voting – (5) Yea, (0) Nay, (0) Absent

4) Airport Status Report – Jim Canterbury

a) **Hangars/Rent**

Jim Canterbury reported that hangar occupancy remains relatively unchanged with vacancies in B1, B2, B3, C3, C4, D6, E3, E4 and F8. From a hangar rent perspective, except for two lessees, all accounts are current.

b) **Runway Lighting** – 8-26 lighting remains inoperative due to a lightning strike

Jim Canterbury stated that progress toward repairing the lightning strike damage has been delayed due to difficulty in obtaining materials. The preparation work has been accomplished (i.e. signs ready to accept new wiring) and when the wire arrives, he is hopeful that it will be able to be “pulled through” without having to retrench the lines.

c) **AWOS**

The system remains problematic with some missing data (i.e. temperature, dew point, winds) but continuous efforts are being made to stabilize the system.

d) **RV Fly-in** – July 22nd – 24th

Jim Canterbury is expecting 40 to 50 Van’s RVs to visit Dixon Airport prior to Oshkosh’22. The group will need accommodations, transportation, and meals while in town. Ray Neisewander volunteered to reach out to Al Hill, co-owner of the Quality Inn, to see if the existing hotel room block can be increased from 10 to 50. Mark Appelquist offered to reach out to Ken Nelson Auto Group and Dan will check with TJ Graden to inquire about rental vehicles. While the group will have numerous restaurant options while visiting Dixon, Dan Ruckman offered to contact Glen Hughes

at the Dixon Lions Club to see if he would be interested in holding a pancake breakfast on Saturday, July 23rd, or Sunday, July 24th.

Jim Canterbury routinely speaks with Greg Reese, organizer of the RVs, to keep in up to date on the developments. The RVs will be conducting formation flying in and around the Dixon airport so a NOTAM will be issued.

e) Jim indicated the Maintenance Hanger re-wire update will be completed this year.

5) Project & Engineering – Matt Heckman

a) Airport Revenue & Expenses

Matt Heckman provided the Board Members with a line-item review of Dixon Municipal Airport's FY'23 financial statement.

b) Airport Project Review

Matt Heckman reviewed the status of upcoming projects. Taxiway lighting project was Approved last week and perimeter fencing project is waiting for IDOT to award the contract. He discussed the complexity of balancing funding processes and requirements with contractor agreements and material challenges. Matt remains confident that despite the challenging environment, Dixon will successfully complete the projects.

He also informed the group regarding the Bi-Partisan Governmental Infrastructure Grant that the Airport has qualified for. Additional insight was provided into future projects (i.e. Airport Layout Plan update, T-Hanger updates, and Terminal Building Program) and the potential funding options available.

6) Unfinished business

The Board Members socialized various opportunities to explore as they prepare for Jim Canterbury's pending retirement (May 2023). While the Board continues to explore options, Jim Canterbury is taking the initiative to cross-train members of his team in airport management/operations. This proactive approach will provide additional options as the Board plans for the transition.

7) New business

a) New Board Member Introductions

The group welcomed Larry Ebert as a newest member of the Dixon Airport Advisor Board.

b) Airport Manager Position Scope and Election of Officers

Ray Neisewander developed and presented an initial draft of a "Position Scope" (and Addendums 1-3) associated with the Airport Manager role. He asked the Board Members to review the draft and provide feedback. Additionally, Ray introduced the concept of an Airport Advisory Board Charter, Committees (i.e. Safety, Strategic Planning, Legal and Audit), and succession planning (i.e. Chair, Vice Chair, Secretary) with term limits. Ray will provide additional detail and supporting documentation at the May 10, 2022, meeting.

8) Member Reports

a) Mark Appelquist

Mark updated the group on the cost of \$450 per hanger for the 'add-on' Emergency Generator Switch for the hangers.

b) Ray Neisewander

Ray discussed city ordinances associated with flight training restrictions. While the Board agrees that the ordinances are there to protect businesses that are on the field, in certain circumstances, current ordinances may be too restrictive. While a more in-depth review of the ordinances is required, it was agreed that an updated proposal should be considered and presented to Council for review and consideration.

Public / Visitor Comments

None

Closing Comments

Airport Advisory Board Meeting - May 10, 2022.

Adjourn

6:02 pm