

# City of Dixon Airport Advisory Board

January 23, 2024

## a) Call to Order

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

## b) Roll Call

**Present:** Mark Appelquist, Larry Ebert, William Siemer, John Reining

**Absent:** Ray Neisewander

**Others Present:** Matt Heckman, Tyler Venier

**Visitors:** None

## c) Approval of Minutes

**Motion** –John Reining – **Seconded** – Larry Ebert

**Approved – Voting – (4) Yea, (0) Nay, (1) Absent**

## d) Airport Status Report – Tyler Venier

### a) **Winter Storm Update**

Tyler discussed the snowstorm response and confirmed that the appropriate NOTAMs were issued per known airport conditions.

### b) **Airport Gate Openers**

The city is waiting for LiftMaster to finish the keypad installation and final operationally testing/calibration. There is no ETA as of right now, but Tyler is following up appropriately. Mark Appelquist suggested that the city write a letter to Raynor Garage Doors (and associates) recognizing them for their generous donation, which was well received by the group.

## e) Projects & Engineering – Matt Heckman

### a) **Budgeting and Projects**

Matt shared some of his thoughts on the upcoming FY'24 Airport Budget, Capital Improvement Plan and Project Funding Sources ('24-'28). Mark Appelquist recommended that we consider painting some of the hangars to help extend the useful life.

### b) **Crop Duster Airport Usage Agreement**

Notification of the Airport Usage Agreement is on-track to be sent to possible operators in advance of the spraying season. (Requires approval from City Council.)

## f) Unfinished Business

### a) **Board Member Responsibilities**

This topic was tabled for a future meeting.

### b) **Maintenance FBO Replacement Update**

Market conditions remain unfavorable- resulting in no interested parties at this time.

## **g) Member Reports**

### **a) Mark Appelquist-**

- Reminder that the 2024 Airport Advisory Board Meeting Calendar has been updated and sent via email.
- Mark suggested that while the maintenance hangar remains unoccupied, the city could consider charging for short term usage (i.e., overnights, annual inspections, etc.). The city will take it into consideration.
- Mark also provided an update on the Sauk Valley College Foundation, which provides financial support for students interested in pursuing a career in aviation. The account had a beginning balance on July 1, 2022, of \$17,934. After issuing a \$1,500 grant and paying \$448 administrative fee, the balance is currently <\$16,000. Applications are available for anyone interested in donating.
- In the FBO, AWOS is now displayed on the TV in the lobby. Occasionally, the system needs to be reset in the AWOS cabinet. Mark requested to have a key secured in the FBO, so they system could be reset by a Board Member. Tyler will look into a potential solution to provide access to the cabinet.

### **b) Larry Ebert- None**

### **c) William Siemer- Complimented the city on its on-going maintenance at the airport and FBO.**

### **d) John Reining- None**

## **h) Public Comments**

None

## **Adjourn**

**Motion –John Reining– **Seconded** – Larry Ebert**

**Approved – Voting – (4) Yea, (0) Nay, (1) Absent**

Meeting adjourned at 4:50 pm

Next Airport Advisory Board Meeting: March 12, 2024