

# City of Dixon Airport Advisory Board

May 14, 2024

## a) Call to Order

The meeting was called to order at 4:03 pm by Mark Appelquist

## b) Roll Call

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

**Absent:** John Reining, Ray Neisewander

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

**Visitors:** None

## c) Approval of Minutes

**Motion** – Larry Ebert – **Seconded** – William Siemer

**Approved – Voting – (3) Yea, (0) Nay, (2) Absent**

## d) Airport Status Report – Tyler Venier

### a) **Airport Gate Operators**

The signage, which informs pilots of the gate entry code (UNICOM), have been produced and installed on the appropriate gates.

### b) **Maintenance Personnel**

Dave Chaves is back, part-time, performing routine maintenance at the airport.

### c) **Airport Gate (East End)**

The gate at the east end of the airport has been damaged. While it is still functional, Tyler is going to check with the farmer to see if their equipment caused the damage and determine next steps.

## e) Projects & Engineering – Matt Heckman

### a) **Runway 12/30 Rehabilitation Project**

In April, the City received the Award Concurrence Letter from the Division of Aeronautics and submitted the appropriate acceptance. The Construction and Engineering Agreement with CMT is on the City Council Meeting agenda for May 20, 2024.

### b) **Parking Lot/Access Road Project**

The project is expected to begin within the next two weeks and will not impact to aircraft operations. (No NOTAM required.)

### c) **Maintenance Hangar**

The City is entertaining a temporary storage agreement (approximately 3 months) with Bonnell Industries to occupy the maintenance hangar. The Airport Advisory Board supported the short-term agreement, which will allow the City to earn revenue, while it continues to search for an Aircraft Maintenance Operator.

**d) Fuel Farm**

The City ordered a new component to upgrade the Fuel Pump Point-of-Sale system. When the part arrives, the City will schedule the installation, which will require a short-term NOTAM (approximately 24 hours). The upgrade will increase the speed of the POS system and improve the overall customer experience.

**f) Unfinished Business**

None

**g) Member Reports**

- a) **Mark Appelquist**- General discussion around potential fund-raising opportunities at the airport.
- b) **Larry Ebert**- None
- c) **William Siemer**- William mentioned that he would like to complete the segmented circle (windsock) painting project later this spring. Tyler offered to have his staff spray the blocks, while they have the equipment out for road projects. He asked the Airport Advisory Board to prepare the surfaces, so they are ready for paint in July.

**h) Public Comments**

None

**Adjourn**

**Motion –Larry Ebert– **Seconded** – William Siemer  
**Approved – Voting – (3) Yea, (0) Nay, (2) Absent****

Meeting adjourned at 4:30 pm

Next Airport Advisory Board Meeting: July 9, 2024