



**AGENDA**

Airport Advisory Board - Tuesday, February 22, 2022, 7:00 p.m.

**Location**

3232 Pleasant Street, West Community Hangar, DeKalb, Illinois 60115

- A. Roll Call
- B. Approval of Agenda – Additions / Deletions
- C. Public Participation
- D. Approval of Minutes – December 28, 2021, attached on pages 6-7
- E. Old Business

**1. Operations**

Airport Manager’s Summary: Since December, Winter weather has visited several times and to varying degrees. Our Snow Removal Equipment (SRE), so far this season, has held up well. Jim Ruhl has been working toward repairing and putting into service two snow blower/thrower attachment units, one from the Public Works fleet and one of two Airport units. These work well to throw snow piles into the infields and keep pavement edges clear of snowbanks for greater safety.

The Line Service Staff has performed admirably during some challenging weather, especially for the numerous chartered collegiate men’s and women’s basketball team flights. They have augmented the PW Snow Crew’s efforts in clearing snow and ice while keeping our facilities safe and clean for visitors to our airfield.

The new 100LL AvGas truck has had an intermittent issue with an overheat circuit breaker which is scheduled to be replaced on Fri., Feb 25, when a ProFlo technician is scheduled to arrive onsite and replace the switch they had sent to us a month ago. The technician will also troubleshoot a fuel tank vent that has apparently allowed water to enter the tank when heavy precipitation has occurred.

**2. Fuel Revenues**

Airport Manager’s Summary: December 2021 and January 2022 fuel sales as recorded:

| <b>Dec. 2021</b> | <b>100LL gal</b> | <b>Sales</b> | <b>JetA gal</b> | <b>Sales</b> |
|------------------|------------------|--------------|-----------------|--------------|
| 2021             | 2,605.2          | \$12,798.61  | 2,898.0         | \$13,317.33  |
| 2020             | 3,772.0          | \$14,107.27  | 5,581.0         | \$14,781.80  |
| 2019             | 2,622.4          | \$11,850.55  | 5,019.0         | \$15,917.80  |
| <b>Jan. 2022</b> | <b>100LL gal</b> | <b>Sales</b> | <b>JetA gal</b> | <b>Sales</b> |
| 2021             | 1,618.7          | \$ 8,350.56  | 5,203.0         | \$21,350.20  |
| 2020             | 1,526.0          | \$ 6,867.06  | 8,272.0         | \$26,010.60  |
| 2019             | 1,736.5          | \$ 7,116.59  | 5,227.0         | \$15,401.51  |

A load of 100LL AvGas was received on Jan. 21 at \$3.717986/gal. A load of JetA fuel was received on Jan. 24, at \$3.006170/gallon.

Our current 100LL AvGas prices are \$5.70/gal, full serve, \$4.95/gal, self-serve, \$4.70/gal. Tenant; JetA is \$4.51/gal.

### 3. TIP Projects (Transportation Improvement Program)

#### a. Federal FY2023-27 Transportation Improvement Program (TIP)

Airport Manager's Summary: The Resolution to accept the FY2023-27 TIP was passed by the City Council during the Jan. 10, 2022, meeting.

#### b. DKB-4556 Replace the Existing Visual Approach Slope Indicator (VASI) Units on Runway Ends 2, 20 and 27 with Precision Approach Path Indicator (PAPI) Units

Airport Manager's Summary: The FAA Flight Check occurred on Wed., Dec. 29, and the R2, R20 and R27 PAPI units were certified. The FAA performed a night Flight Check on Tue., Jan. 11, which certified the R27 REILs.

Pass-through Vendor payments to CMT engineering firm continue to be received from IDOT, processed, and paid to CMT for their services.

#### c. DKB-4800 Rehabilitate Runway 2-20

Airport Manager's Summary: Pass-through Vendor payments to CMT engineering firm continue to be received from IDOT, processed, and paid to CMT for their services.

#### d. DKB-4875 Rehabilitate Taxiway C

Airport Manager's Summary: We are awaiting activation of the project by IDOT.

#### e. DKB-4924 Remove & Replace a Portion of the Aircraft Parking Apron

Airport Manager's Summary: On Thu., Feb. 3, I participated in a Pre-Design meeting with CMT engineers and IDOT-DOA representatives. I have since been working with Neil/CMT on project revisions.

#### f. Rebuild Illinois (RBI) Airport Capital Improvement Program (ACIP)

Airport Manager's Summary: Since last report, no additional information has been provided on timing of projects.

### 4. Airport Improvements

#### a. FBO Redesign

Airport Manager's Summary: Line Service Staff and I spent considerable time reorganizing and clearing clutter from the Community hangar to have a safe and organized workspace, a more presentable and professional environment for transient customers to experience, and to prepare for the new SASO tenant, Aeromotive Services, who began moving-in on Tue., Feb. 15.

#### b. Federal FY2022 Bipartisan Infrastructure Law (BIL)

Airport Manager's Summary: On Wed., Feb 2, I emailed IDOT-DOA and requested clarification on the BIL funding time schedule. I received a response that they are awaiting clarification from the FAA.

### F. New Business

#### 1. SASOs Review

Airport Manager's Summary: On Mon., Feb. 14, the City Council passed Resolution 2022-018 for the Aeromotive Services, Inc. Specialized Aviation Service Operation (SAS)) agreement and hangar and office

lease. During that meeting, the City Council also requested a review of the Airport Minimum Standards and all SASO agreements to determine fair and equitable terms for each. Pages 4 and 5 of this agenda is a primer that I prepared for the City Manager to present to them for information. The Airport Advisory Board will review and work to this end.

G. Adjournment

## DKB Specialized Aviation Service Operation (SASO) Primer

### Fly America Inc

- Facility lease
  - 3232 Pleasant St, Main Terminal East Hangar/Office
    - 8016sf combined
      - 7800sf hangar
      - 216sf office
    - \$1,982.37/mo. (\$0.247/sf)
      - Utilities included, except phone
      - \$23,788.44/yr
  - Added 160sf Sim Room office on 2/1/2022
    - \$200/mo. (\$1.25/sf)
      - \$2,400.00/yr
  - **Total Lease Revenue**
    - **\$26,188.44/yr**
- SASO
  - Began 7/1/2014
    - Renewed 7/1/2020 through 6/30/2022
  - Fees
    - Aircraft
      - 3 @ \$240.00 = \$720.00/yr
    - Instructors
      - 6 @ \$30.00 = \$210.00/yr
    - Maintenance
      - 1 @ \$400.00 = \$400.00/yr
  - **Total SASO fees**
    - **\$1,300.00/yr**
- **Total Revenue**
  - **\$27,488.44/yr**

### Win Aviation

- Land lease for privately owned hangar (Hangar Right, LLC)
  - 3210 Pleasant St
    - 29,005sf hangar
    - **\$6,581.59/yr** (\$0.227sf)
  - Lease terms 1/1/2014 to 12/21/2019 with nine successive options to extend five years
    - Amendment 5/27/2014 changed Win Win Aviation to Hangar Right, LLC
- SASO (Win Aviation)
  - Began 3/26/2007
    - Renewed 3/26/2021 through 3/25/2023
  - Maintenance
    - 1 @ \$400.00 = \$400.00/yr
  - **Total SASO fees**
    - **\$400.00/yr**
- **Total Revenue**
  - **\$6,981.59/yr**

**Rev'd Up Motosports**

- Privately owns Midwest Hangar Corp, 2900 Pleasant St, Unit 1; rents Unit 2 from Midwest Hangar Corp
- SASO
  - Began 7/1/2014
    - Renewed 7/1/2020 through 6/30/2022
  - Fees
    - Maintenance
      - 1 @ \$400.00 = \$400.00/yr
  - **Total SASO fees**
    - **\$400.00/yr**
- **Total Revenue**
  - **\$400.00/yr**

**DeKalb Avionics**

- Land lease for privately owned hangar (Hangar Right, LLC)
  - 2890 Pleasant St
    - 19,200sf hangar
    - **\$5,081.80/yr** (\$0.265/sf)
  - Lease terms 6/15/2004 for 20 years with six successive options to extend five years
- SASO
  - None
  - **Fees**
    - Maintenance
      - Not charged since no SASO exists
  - **Total SASO fees**
    - **\$0.00/yr**
- **Total Revenue**
  - **\$5,081.80/yr**

**Aeromotive Services, Inc.**

- Facilities lease
  - 3232 Pleasant St, Main Terminal West Community Hangar/Office
    - 1200sf in Community hangar
      - \$559.20/mo. (\$0.466/sf)
    - 384sf office
      - \$200.00/mo. (\$0.52/sf) for first 2 years, then \$480.00/mo. with CPI increases
    - Utilities
      - \$100.00/mo.
  - **Total Lease Revenue**
    - **\$10,310.40/yr**
- SASO
  - Began 2/15/2022
  - Fees
    - Maintenance
      - 1 @ \$400.00 = \$400.00/yr
  - **Total SASO fees**
    - **\$400.00/yr**
- **Total Revenue**
  - **\$10,710.40/yr**



**DRAFT Minutes**  
Airport Advisory Board

The Airport Advisory Board of the City of DeKalb, Illinois, held a Regular meeting on December 28, 2021, at the DeKalb Taylor Municipal Airport, 3232 Pleasant Street, DeKalb, Illinois, in the West Community Hangar.

Vice Chair Bernard Pupino called the meeting to order at 7:17 p.m.

**A. Roll Call**

Vice Chair Bernard Pupino called the roll and the following members of the Airport Advisory Board were present: Paul Borek, Scott Carlson, Richard Downen, Bernard Pupino/Vice Chair and James Rhoades. Also present were City Council Liaison Tony Faivre, Airport Manager Renee Riani and City Manager Bill Nicklas.

**B. Approval of Agenda**

James Rhoades moved to approve the agenda; seconded by Scott Carlson. Motion passed by a majority voice vote of those present.

**C. Public Participation**

None

**D. Approval of Minutes – October 26, 2021**

Paul Borek moved to approve the minutes of October 26, 2021, meeting; seconded by Dick Downen. Motion passed by a majority voice vote of those present.

**E. Old Business**

**5. Operations**

No questions or discussion.

**6. Fuel Revenues**

Discussion and comments were made regarding the new tenant pricing structure for Full-Service 100LL AvGas, which will be \$.50/gallon above posted Self-Service pricing. No further questions or discussion.

**7. TIP Projects (Transportation Improvement Program)**

**a. DKB-4556 Replace the Existing Visual Approach Slope Indicator (VASI) Units on Runway Ends 2, 20 and 27 with Precision Approach Path Indicator (PAPI) Units**

No questions or discussion.

**b. DKB-4800 Rehabilitate Runway 2-20**

No questions or discussion.

**c. DKB-4875 Rehabilitate Taxiway C**

No questions or discussion.

**d. Rebuild Illinois Airport Capital Improvement Program (ACIP)**

No questions or discussion.

**8. Fuel Supplier RFP**

No questions or discussion.

**9. Airport Improvements**

**a. FBO Redesign**

No questions or discussion.

**b. Solar Installation**

Bernard Pupino requested clarification was requested for the timeframe on when income would be realized and the total revenue expected. No additional questions or discussion.

**F. New Business**

**1. Federal FY2023-27 Transportation Improvement Program (TIP)**

No questions or discussion.

**2. Federal FY2022 Bipartisan Infrastructure Law (BIL)**

Discussion among members surrounded the possibilities of development through increasing hangar capacity which would increase fuel sales, and driving interest to the airport on the land side. Bill Nicklas recommended revisiting the Volaire study which will be added to the agenda for the Jan. 25, 2022, regular meeting. No additional questions or discussion.

**G. Adjournment**

Dick Down moved to adjourn the meeting; seconded by Paul Borek. Motion passed by a majority voice vote of those present. Vice Chair Pupino adjourned the meeting at 8:18 p.m.

Respectfully submitted:

Renee Riani, Airport Manager