

AGENDA

Airport Advisory Board - Tuesday, August 24, 2021, 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 – May 25, 2021
- E. Old Business
 - 1. **2200 Pleasant St. Hangar – Officially occupied by ComEd**
Airport Manager’s Summary: ComEd Aerial group and Rogers Helicopters have both moved in most of their equipment. Once they are settled into their new surrounds, we will plan an official ribbon-cutting ceremony.
 - 2. **Airport Operations**
Airport Manager’s Summary: On Fri., Aug. 20, I met with Bruce Griffith, KEC Special Projects Coordinator, to review details for the KEC Aviation Program Orientation scheduled for Thu., Aug. 26, 5-8pm in the Community hangar.

Air/Ground Operations

Airport Manager’s Summary:

The past two months we experienced several issues with the 100LL AvGas fuel truck. Mike, Filtration Corp, has been onsite a few times to troubleshoot and repair. We also recently experienced the JetA truck fuel pump pulsating during single-point refueling operations. On Fri., Aug. 20, Dave worked to rectify the JetA truck single-point pumping issue with remote tech support from Mike and Kevin. The cable attached to the fuel pump engaging handle ended up snapping at the fitting. Jon offered to come and was able to affect a repair by reattaching the cable and tightening it. Dave was able to successfully refuel the Phenom following that without experiencing the pulsating. We also received delivery of the replacement manhole for the top of the 100LL AvGas truck fuel tank. Mike, Filtration Corp, was notified and will schedule a time to come and perform the replacement.

3. Fuel Revenues

Airport Manager’s Summary: June and July fuel sales as recorded:

Month	100LL gal	Sales	JetA gal	Sales
June 2021	6,803.7	\$29,847.11	5,632.0	\$21,112.22
June 2020	9,650.7	\$31,938.72	5,264.0	\$13,759.35
June 2019	5,658.0	\$24,763.95	6,186.0	\$19,481.65

July 2021	11,399.9	\$51,330.68	10,563.0	\$40,322.95
July 2020	8,133.7*	\$28,953.75	10,356.0	\$28,018.25
July 2019	13,347.1	\$58,582.10	8,592.0	\$27,175.85

*Note: No Oshkosh air show transient traffic due to show cancelled due to COVID-19 restrictions.

100LL fuel loads were received on Jul. 9 and 27; JetA fuel loads were received on Jul. 12 and Aug. 3. Our current 100LL AvGas prices are \$5.05/gal, full serve, and \$5.45/gal, self-serve; JetA is \$4.03/gal.

Jett Martin, our newest Line Service Technician, has been compiling fuel reports data back to 2018 for review and evaluation to help determine fuel margins and other operation considerations. He has been instrumental in streamlining the fuel reporting processes with the guidance of Kevin Howard and Susan Hauman, Finance.

While waiting for our 100LL and JetA fuel farm in-tank inspections to be scheduled, we have been gauging our fuel levels to attempt to have the in-ground tanks as empty as possible. Unfortunately, the in-tank inspections have been rescheduled twice; the second rescheduling occurred on Tue., Aug. 17, which set the inspections for Sep. 2 and 3. On Wed., Aug. 18, we ordered 100LL AvGas. On Thu., Aug. 19, we were informed by our supplier that due to the current shortage of truck drivers, we would not receive a load of AvGas until Fri., Aug. 27, but they would attempt an earlier date. On Fri., Aug. 20, we were told that unless another delivery was cancelled, the Aug. 27 date would be earliest available. As a stopgap measure, I temporarily raised 100LL AvGas prices to discourage transient aircraft from purchasing until we can receive the load of AvGas. We are hoping to keep enough fuel in reserve for tenants until the delivery.

I propose instituting a new pricing structure for DKB tenants. Currently, they enjoy a \$.40/gal. discount off full-serve price, which matches the posted self-serve price. I recommend that tenants are given a \$.10/gal. discount off full-serve price. Tenants, of course, can choose to pump their own fuel at the self-serve fuel farm, if they do not want to pay for the delivery to their hangars by our Line Service Staff in the 100LL AvGas truck. Our primary aim is to reduce the wear and tear on this aged truck which is requiring on-going costly repairs. **I ask that the Airport Advisory Board support this action.**

4. 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**
AND

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

Airport Manager’s Summary: In anticipation of the rent reductions owed to our tenants for airfield closures during the construction phases, in accordance with their standard leases, I requested that Matt Rose, City Attorney, prepare the language for City Council to consider and upon which to act. His submission is below.

Action Item

I ask that the Airport Advisory Board recommend to the City Council to approve this action:

“To the extent that the two FAA Airport Improvement Projects may require the suspension or closure of operations at the Airport for more than five consecutive days, Airport tenants shall receive a pro-rata reduction of their rent. This pro-rata reduction shall be reflected as a credit to the payment of the monthly rent for the month of December 2021. If the pro-rata reduction exceeds the amount of the monthly rent for the month of December 2021, Tenant shall either receive additional credits to monthly rent or reimbursement as mutually agreed upon in writing by the Tenant and Airport Manager. Notwithstanding anything to the contrary in any agreement between the City of DeKalb and Tenant, the acceptance of this pro-rata reduction shall serve as the sole and exclusive remedy for the suspension or closure of airport operations.”

c. DKB-4875 Rehabilitate Taxiway C

Airport Manager's Summary: On Fri., Jul. 9, I received the CMT Engineering Agreement for DKB-4875 Mill and Overlay Taxiway C. On Mon., Aug. 2, I received an email with the DKB-4875 Mill and Overlay Taxiway C bid tabulations from IDOT; the winning project bid is within the 5% awardable range of the Engineer's Construction Estimate. Results are confidential pending a review by IDOT. I drafted the City Council Resolution 2021-067 which was presented during their regular meeting on Mon., Aug. 9.

d. Rebuild Illinois Airport Capital Improvement Program (ACIP)

Airport Manager's Summary: IDOT is still working through the legal language of the grant agreements prior to submitting to airports for applications.

e. Land Acquisition – 2120 Pleasant St. owned by Frontier Communications

Airport Manager's Summary: Frontier's initial offer was \$1,750,000 following our Letter of Intent; the final property appraisal of \$1,285,000 was received on Aug. 29. I communicated the appraisal amount to the broker representing Frontier who said she would present it to their Facilities and Real Estate department for consideration. Upon review and consideration, it has been determined that the City does not possess funds to purchase the property at this time.

F. New Business**1. Airport Improvements****a. FBO Redesign**

Airport Manager's Summary: We are awaiting the delivery of the Lobby furniture and have temporary chairs positioned. We will be installing surplus City park benches, trash and recycling receptacles around the FBO in the next few weeks.

b. Solar Installation

Airport Manager's Summary: On Tue., Aug. 17, I met with Bill Nicklas, Dan Olson, Planning/Zoning, and a representative from Sunvest, a solar power developer, to discuss the possibility of a solar installation on City/Airport property. On Wed., Aug. 18, I had a Teams call with CMT regarding the solar installation FAA/IDOT approval process requirements. I found the previous solar installation documents from Nov. 2017 and scanned them to CMT. They will provide a list of requirements and their estimated costs to work through the process.

G. Adjournment



DRAFT Minutes
Airport Advisory Board

The Airport Advisory Board of the City of DeKalb, Illinois, held a Regular meeting on May 25, 2021, at the DeKalb Taylor Municipal Airport, 3232 Pleasant Street, DeKalb, Illinois, in the West Community Hangar.

Chair Robert Owens called the meeting to order at 7:00 p.m.

A. Roll Call

Robert Owens called the roll and the following members of the Airport Advisory Board were present: Paul Borek, Richard Downen, Matt Duffy, Melissa Gallagher, Robert Owens/Chair, Bernard Pupino/Vice Chair, James Rhoades, and Tony Faivre, City Council member.

Also present were Airport Manager Renee Riani, City Manager Bill Nicklas, and two guests, Mayor Cohen Barnes and Jeff Kohlert/Fly America.

B. Approval of Agenda

Jim Rhoades moved to approve the agenda; seconded by Paul Borek. Motion passed by a majority voice vote of those present.

C. Public Participation

None

D. Approval of Minutes – April 27, 2021

Matt Duffy moved to approve the minutes of March 23, 2021 meeting; seconded by Bernie Pupino. Motion passed by a majority voice vote of those present.

E. Old Business

1. 2200 Pleasant St. Hangar

No questions or discussion.

2. DeKalb Chamber of Commerce – Drive-thru Expo – Friday, May 14

No questions or discussion.

3. Flight/Ground Operations

Tony Faivre raised the question of the hangar waitlist and hangar building. Bill Nicklas indicated that any private party interested in building hangars would be welcome for discussion. No further questions or discussion.

4. Fuel Revenues

No questions or discussion.

5. TIP Projects (Transportation Improvement Program)

a. DKB-4331 Taxiway-Rehabilitate T-hangar Pavements, Entrance Road Auto Parking Lot

No questions or discussion.

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

No questions or discussion.

c. DKB-4800 Rehabilitate Runway 2-20

No questions or discussion.

d. DKB-4875 Rehabilitate Taxiway C

No questions or discussion.

F. New Business

6. Events

a. General Aviation Appreciation Month - June

No questions or discussion.

7. Airport Improvements

a. FBO Redesign

No questions or discussion.

G. Adjournment

Bernard Pupino moved to adjourn the meeting; seconded by Dick Downen. Motion passed by a majority voice vote of those present. Chair Owens adjourned the meeting at 7:45 p.m.

Respectfully submitted:

Renee Riani, Airport Manager