

**DEKALB TAYLOR MUNICIPAL AIRPORT
AIRPORT ADVISORY BOARD
MINUTES
January 23, 2018**

Chairman Bob Owens called the meeting to order at 7:07pm

Roll Call: Robert Owens, Bernie Pupino, Jim Rhoades, Paul Borek, Matt Duffy and Gary Hanson.

Absent – Ryan James

Guests: DeWayne Brown

APPROVAL OF AGENDA – Motion by Jim Rhoades. Seconded by Matt Duffy. Motion passed.

PUBLIC PARTICIPATION – Guest DeWayne Brown asked about how our jet fuel incentive program was going and about a future main runway overlay project. Airport Manager Tom Cleveland explained that the jet fuel incentive program was going very well in January and we should sell over 12,000 gallons. The main runway project is probably two years out and will be a two phase project because of the cost. Federal funding for this project is currently being talked about with State and Federal officials.

APPROVAL OF MINUTES – Motion by Bernie Pupino. Seconded by Gary Hanson. Motion Passed

OLD BUSINESS – None

New Business – Airport Manager Tom Cleveland updated the Airport Advisory Board (AAB) that the DeKalb City Council approved the 2019 -2023 DeKalb Airport Transportation Improvement Program, (TIPs). Signed TIPs documents will be sent to the Illinois Division of Aeronautics.

Airport Manager Tom Cleveland discussed the progress of the airport strategic planning process. Jack Penning, the airport consultant from Volaire Aviation, that is helping us with our strategic plan, will be at the March AAB meeting to finalize the strategic planning process. Re-branding of the airport will be discussed.

Airport Managers Report – Airport Manager Tom Cleveland told the AAB that the jet fuel incentive program is going well. If we continue getting cargo traffic, it appears the airport will go above the 12,000 gallons sold in January.

The Men's and Women's Northern Illinois Basketball teams are still flying out of DeKalb Airport. The air charter company that that NIU uses does buy fuel at DeKalb Airport.

A part time airport maintenance worker will be hired soon.

A part time airport intern will be hired soon. A partnership between the City of DeKalb and a Northern Illinois University grant program will pay for the airport intern.

There was an equipment problem with the 100 octane self-serve system. It was down for 2 weeks. This problem has been resolved and the 24hr self-serve fueling system is up and running again.

Airport Manager Tom Cleveland will be attending a National Business Aviation Association's Aircraft Scheduler's and Dispatcher Conference in the beginning of February. Approximately 2600 aviation professionals will be attending from all aspects of business aviation. Air charter companies, jet fractional ownership companies and corporate flight departments from across the country will be in attendance. These companies will be sought out by Airport Manager Tom Cleveland to discuss the jet fuel incentive program at DeKalb Airport.

A motion to adjourn was made by Jim Rhoades. Motion seconded by Matt Duffy. Motion passed.

Meeting adjourned at 7:55pm.

Minutes submitted by Airport Manager Tom Cleveland

Minutes Approved – Approved – February 27, 2018