



**APPOVED Minutes**  
Airport Advisory Board

The Airport Advisory Board of the City of DeKalb, Illinois, held a Regular meeting on May 24, 2022, 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

Chair Robert Owens called the roll, and the following members of the Airport Advisory Board were present: Scott Carlson, Matt Duffy, Robert Owens/Chair, Bernard Pupino/Vice Chair, James Rhoades. Paul Borek and Richard Downen were absent. Also present were City Council Liaison Tony Faivre, City Manager Bill Nicklas, Public Works Director Andy Raih, and Airport Manager Renee Riani, along with guests: Jeff Kohlert/Fly America, Paul Sherrod and Walter Antos.

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 – April 26, 2022

Scott Carlson moved to approve the minutes of April 26, 2022, meeting; seconded by Matt Duffy. Motion passed by a majority voice vote of those present.

E. Old Business

1. S.W.O.T. (Strengths/Weaknesses/Opportunities/Threats) Timelines

Discussion was led by Renee Riani on the timelines established for each Short-Term item; attached. Scott Zak/City Manager's office provided a PowerPoint presentation which included a social media stats review and Airport signage concepts.

F. Adjournment

Bernard Pupino moved to adjourn the meeting; seconded by Matt Duffy. Motion passed by a majority voice vote of those present. Chair Owens adjourned the meeting at 8:16 p.m.

Respectfully submitted:

Renee Riani, Airport Manager

Minutes approved 062822 during the Airport Advisory Board regular meeting.

## AIRPORT ADVISORY BOARD

### S.W.O.T. Timelines

052422

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#### Short-term

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| <ul style="list-style-type: none"><li>• Communication with Tenants/Engagement<ul style="list-style-type: none"><li>○ Construction updates</li><li>○ Establish Monthly eblast</li><li>○ Follow on FB</li><li>○ Manager's Coffee</li></ul></li><li>• Community image/Opportunity Unbound/social media<ul style="list-style-type: none"><li>○ Ongoing – FB, newsfeeds, Throwback Thursdays – DKB history, Airfield drone videos, Business spotlights – Win CASAs, Linking EAA, CAP</li><li>○ Website update by Scott Zak/Intern Nate – Economic Impact, Traffic study</li><li>○ Community groups presentations – Chambers of Commerce, Kiwanis, Rotary, etc.</li></ul></li><li>• Signage (novice viewpoint)<ul style="list-style-type: none"><li>○ Directional signage anticipated by Fall</li><li>○ Tenants will submit their designs for approval</li></ul></li><li>• Cortland Residents<ul style="list-style-type: none"><li>○ Manager scheduled to meet with Mayor</li><li>○ Manager works with residents, community developers, drone flights, complaints (invite to DKB)</li></ul></li><li>• Increase Rental Income<ul style="list-style-type: none"><li>○ Intern Nate working on evaluation throughout summer; adjustments to follow – Scott Carlson will assist City Attorney to revise lease terms</li><li>○ SASO reviews</li><li>○ Adding E5-10 after rehab</li></ul></li><li>• OSH – Camping/Pit Stop/Events – advertise on FB, website<ul style="list-style-type: none"><li>○ WorldFuel supporting Hot Dogs, etc.</li><li>○ Investigating Food Trucks possibilities</li><li>○ Formation Flight Training staging on Jet Ramp</li><li>○ Will entertain camping requests</li></ul></li></ul> | <ul style="list-style-type: none"><li>○ Drone - Roger Keys video or in person</li><li>• Simulator Time<ul style="list-style-type: none"><li>○ Fly America waiting on FAA approval</li></ul></li><li>• Public School Education<ul style="list-style-type: none"><li>○ Manager assisted in Sycamore North elementary school Adopt a Pilot</li><li>○ Daycare groups scheduled in July</li><li>○ Homeschool groups scheduling summer</li><li>○ Manager will reach out for 2022-23 school year</li></ul></li><li>• Airport Maintenance, Ground Service Eq<ul style="list-style-type: none"><li>○ Budget - FY2023&gt;</li></ul></li><li>• Air Park<ul style="list-style-type: none"><li>○ Lowe's Grant applied for in April; waiting results</li><li>○ Loudspeaker - install in June</li></ul></li><li>• Events<ul style="list-style-type: none"><li>○ IAC Practice Days – Fridays, alternating Saturdays</li><li>○ DCHD Recycling events – Jun 4, 25, Sep 24</li><li>○ EAA Young Eagles/Pancakes–Jun 4/5</li><li>○ Mortenson Picnic/IAC viewing – Jun 24</li></ul></li><li>• Courtesy Cars<ul style="list-style-type: none"><li>○ Budget - FY2023&gt;</li><li>○ Contacting local dealerships</li></ul></li><li>• Peace Rd / Pleasant St Conditions<ul style="list-style-type: none"><li>○ Budget - FY2023&gt;</li></ul></li></ul> |
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## Long term

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- TIF Funding
- Hangar Development
- Airport Maintenance, Ground Service Eqp
- Events
- Restaurant
- Part 139 Status – Replace Airfield Perimeter Fencing – Phase 1 through Rep. Underwood’s Community Project Funding
- Contiguous Land/Zoning – Frontier, N of 2200 Pleasant St
- Alternative Fuels/EV Charging
- Air Taxi/Regional Air Service
- DeKalb Taylor Solar update by Bill Nicklas