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## MINUTES

### Pekin Municipal Airport Advisory Commission Meeting

Pekin Municipal Airport

13906 Airport Lane

Pekin, IL 61554

Tuesday December 27, 2016

3:00 PM

#### Open meeting:

3:10 PM

#### Roll call:

Airport Advisory Commission:

MR Mike Reed

SH Steve Huey

MB Murray Brian

Absent:

RW Ric Woldow

DM Darrell Meisinger

City of Pekin:

CS Clayton Stambaugh, Airport Manager

TC Tony Carson, City Manager

Guest:

Nick Keith

Todd Thompson

John Kriegsman

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### **Approval of Minutes from Last Meeting:**

SH motioned to approve the minutes as written. MR seconded the motion, all were in favor, and the minutes for the November 2016 Airport Advisory Commission Meeting were approved.

### **Special Reports:**

- **Airport Introduction and Familiarization with new City Manager:**

- **Airport Advisory Commission**

CS allowed the commissioners present to introduce themselves to TC.

- **Airport History**

- i. **Overall history**

CS provided a short history of the airport from 1964 when it was built and opened.

- ii. **Last four years**

CS and the Airport Advisory Commission discussed the management arrangement of the facility over the past 4 years.

- **Airport Planning**

- i. **Long term (20 year airport master plan/airport layout plan)**

CS briefly spoke on required Federal Aviation Administration planning documents to receive Federal funding through the Airport Improvement Program.



## **ii. Capital**

CS briefly spoke on capital planning that includes Federal, State, and local funding sources.

## **iii. Short term/strategic/business**

CS briefly spoke on informal short term, strategic, and business planning that the airport undertakes in house.

# **• Current Priorities, Objectives, and Tasks of the Airport**

## **i. Mission and vision**

CS spoke on the established mission and vision of the facility.

## **ii. Safety**

CS spoke that safety is the priority in governance of aviation at the Federal, State, and local levels

## **iii. Infrastructure (horizontal and vertical)**

- 1. Maintenance/repair**
- 2. Rehabilitation**
- 3. Reconstruction**

CS spoke on various levels of improvement of aeronautical facilities and where certain funding sources (federal/state/local) currently work best.

## **iv. Financial sustainability**

CS spoke on the financial sustainability of the airport, and that although full self-sufficiency is the ultimate goal - it is extremely rare in the current US airport system.



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**v. Environmental sustainability**

CS stated that concepts of environmental sustainability have been made in decisions following the priority setting of Federal, State, and Local partners.

**vi. Opportunities and threats, strengths and weaknesses**

CS stated a SWOT analysis (strengths, weaknesses, opportunities, and threats), as well as other strategic planning concepts, should be applied to decisions made.

**• Follow up on active projects/items:**

**• Terminal Hangar Door Systems**

CS informed the Airport Advisory Commission that the project had been awarded with an anticipated start date of early Spring.

**• Private Land Lease for Non-commercial Hangar Development**

CS informed the Airport Advisory Commission that the proposer was countering on specifics relating to both minimum standards relating to hangar construction and specific contract terms.

**• Replace Taxiway Lighting and Associated Electrical Regulator project**

CS informed the Airport Advisory Commission that there was change in the contract for State purposes solely, and that the item would again need City Council approval. CS stated that he anticipated zero issues with the amendment approval.

**• Terminal Lighting and Heating Project(s)**

CS informed the commission that the heating project was underway. CS stated he would evaluate the budget to see if there were enough funds to complete the lighting portion.



**Additional items:**

MB discussed preservation of adjacent land and contacting an estate about first right of refusal on key property for a future crosswind runway depicted on the FAA - Airport Layout Plan.

**Around the table:**

There was no additional discussion.

**Meeting adjourned:**

MR motioned to close the meeting at 4:40 PM. SH seconded the motion, all were in favor, and the meeting was adjourned.