

**ROCHELLE AIRPORT ADVISORY BOARD  
REGULAR MEETING  
MONDAY, JUNE 17, 2013**

The Rochelle Airport Advisory Board met on Monday, June 17, 2013 at 3:00 p.m. in the Council Chambers of City Hall.

**Call Meeting to Order:** The meeting was called to order at 3:00 p.m. by John Kenney in the absence of Greg Sparrow.

**Roll Call:** Present: John Kenney, William Tyler, Norman Jenkins, Joel Thompson, and Mike Wood. Absent: Greg Sparrow and Dale Meyers. Had a quorum of 5. Also present were Mark Delhotal (Airport Manager), Bruce McKinney (City Clerk), and Mayor Olson.

**Approval of Minutes:** Moved by Bill Tyler and seconded by Mike Wood: **“I move the minutes of April 22, 2013 be approved.”** Motion passed by voice vote without dissent.

**Public Commentary:** None

**Old Business:**

- 1) **Runway Project Update:** Mark Delhotal
  - Project is on hold; up to federal government’s decision at this point.
- 2) **Taxiway Update:** Mark Delhotal
  - On hold due to runway being on hold.
- 3) **Illinois Aviation Conference May 16th:** Mark Delhotal/Joel Thompson
  - Attended by Mark, Mike, and Joel.
  - Met with different vendors.
  - Flight Deck Bar and Grill received the 2013 Restaurant/Bar Award. It will be presented at the airport. Will plan on a big press release at that time.
- 4) **July 6<sup>th</sup> Fly-In, Drive-In Fireworks Display:** Mark Delhotal
  - Council approved.
  - Will give contract and insurance information to City.
  - Partnering with CSC who will sponsor band. There will be a \$10 fee to offset the fireworks display, etc.
  - Mark sent out special event flyers.
  - Airport will be closed during the fireworks display; closure will be radioed out to let pilots know ahead of time.

**New Business:**

- 1) **Part-time Airport Line Staff Position:** Mark Delhotal
  - With Mark’s additional responsibilities in railroad and economic development, He is not at airport as much. Need another person to work 30 hrs. /week (Thursday afternoons and Friday, Saturday and Sundays.
  - Hired Danny Keller; bachelor’s degree Aviation Flight Management. Working on CFI. Will be a great asset.

2) **Chamber of Commerce – Plans for Concert Promotion:** Mark Delhotal

- Concert is August 24<sup>th</sup>; 3:00 p.m. – 10:30 p.m.
- There will be four to five bands
- Hoping to sell 2,000 tickets; \$10 per ticket; Airport will receive \$1/ticket and \$5/parking; chance to make between \$5,000-\$7,000.
- Chamber event; no expense to the airport
- Fly-In, Drive-In event
- Rochelle Avionics will be getting walk-in business

A motion was moved by Bill Tyler and seconded by Joel Thompson, **“I move we recommend proceeding with planning of Chamber event.”** Motion passed by voice vote without dissent.

3) **“White Paper” Compiled by Airport Manager:** Mark Delhotal

- Term learned from Jason Anderson; another avenue to help get financial help from government.
- Provides information that will be used when Jason Anderson meets with legislators.
- Runway project – send to Legislators.

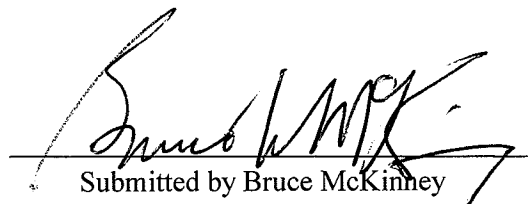
**Operations Update:** Mark Delhotal

- **Traffic Counts:** Last year 2 - 5 transient planes; now 10 - 20 per day (not including CSC flights).
- **Restaurant Business:** Very busy; added nice outdoor area for grilling and a patio.
- **Rochelle Avionics:** Keeping very busy; employing more people.
- **Fuel Sales:** Selling fuel at lower profit margin as a trial; 10% increase usage as a result (300 gallons for month).

**Announcements / Concerns:** **Next meeting is August 26, 2013.**

**New Agenda Requests:** None

**Adjourn Meeting:** At 3:53 pm., moved by Bill Tyler and seconded by Joel Thompson, **“I move we adjourn the meeting.”** Motion passed by voice vote without dissent.

  
Submitted by Bruce McKinney  
City Clerk