



2020 ANNUAL REPORT

# FINDLAY AIRPORT

## Introduction

Findlay Airport, a general aviation airport located in Findlay, Ohio, is owned and operated by the City of Findlay. Major Facilities at the airport include a 6,500 foot primary runway (18-36) with a full parallel taxiway and a 5,883 foot long cross-wind runway (7/25). Other facilities include the City of Findlay as the fixed base operator, providing aircraft storage and fuel (Jet A and 100LL). Findlay Airport supports all types of corporate/executive and private use general aviation activities.

The daily responsibilities of safely operating and maintaining a first class general aviation airport include: airport lighting checks and maintenance, winter operations snow and ice control, issuing runway condition NOTAMs, airfield mowing and safety compliance maintenance, general hangar and building maintenance, bird and animal control, overseeing farming operations, the parking and refueling of all types of aircraft, hangar rental and leases, maintenance of inventory items and billing, collecting and processing payments and overseeing all of the maintenance and construction projects on the airport.

## Staffing

Airport staff consisted of four full-time employees and one part-time clerk.

Airport Manager  
Airport Clerk (PT)  
Airport Worker II  
Airport Worker I (2)

## Key Activities & Accomplishments

### FY19 ODOT Aviation Direct Grant Project

The project included the replacement and relocation of the windsock and airport beacon onto separate structures on the airfield. The existing tower that housed both pieces of equipment was removed. The rotating beacon light, which had a service life of 60+ years was retained as a historical artifact of the airport.

### Lima Avenue Project- Final Configuration

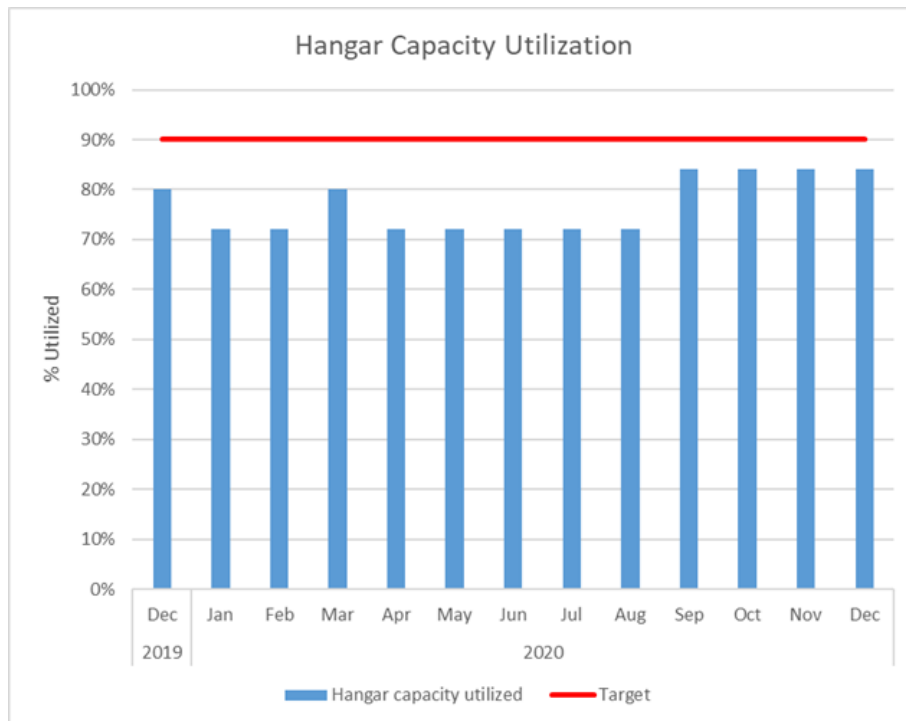
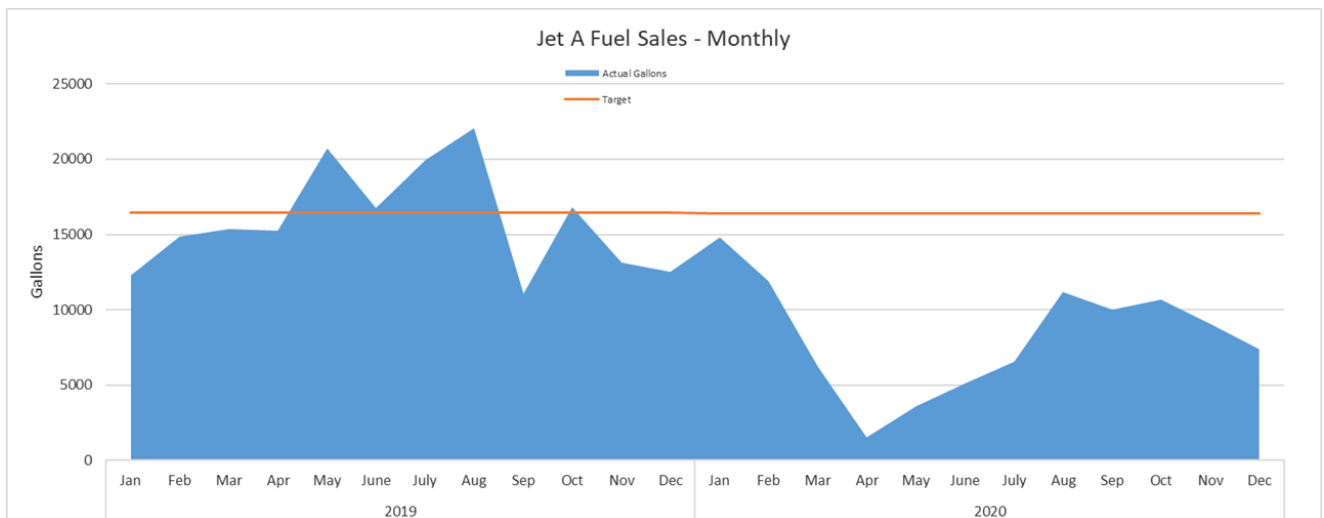
After a three-year ODOT project ended at the Lima Avenue & US/15/68 interchange, some areas of the airport property needed attention. The secondary terminal building parking lot was crack/top sealed and restriped, as the dimensions were reduced to accommodate the final configuration of the project. The primary terminal building parking lot required the installation of a new storm drain to alleviate ponding during heavy rains.

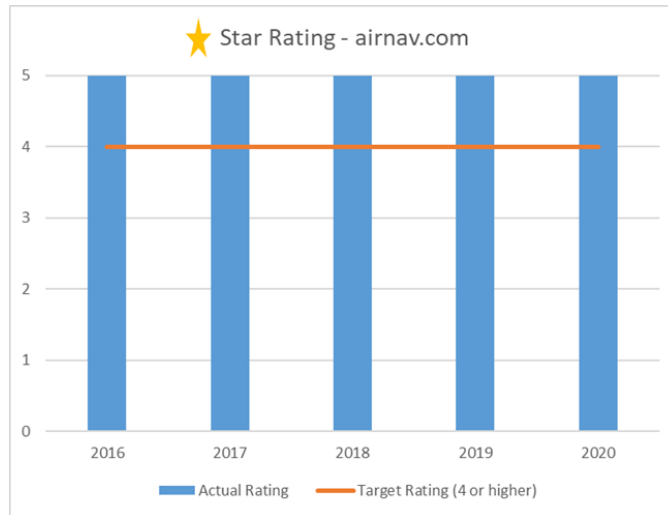
### Terminal Building Air Conditioner

The Terminal Building air conditioner unit experienced a failure beyond repair in July. Two efficiency units were installed to adequately cool the facility within a week of the failure.

## Key Performance Indicators (KPIs)

To effectively evaluate the performance of the airport, three categories are tracked to provide a visual representation of annual results. Jet A fuel sales are the largest revenue source. A percentage increase in volume (gallons) sold is set before each year, which is shown by the orange target line below. Twenty-five hangar facilities, of varying size and capacity, are available for lease on the airport. Hangar capacity utilization is shown as a percentage of total facilities available, with an annual tenancy goal of 90%. A “Star Rating” on AirNav.com provides feedback on the level of service the airport provides to its customer base. Reviewers are able to provide written commentary in addition to a 1 to 5-star rating. Our goal is to maintain a 5-star rating at all times.





More details on Key Performance Indicators can be found at: [www.findlayohio.com/performance](http://www.findlayohio.com/performance)

## Objectives for the Next Year

### Grant Projects

Two grant projects (FY19 & FY20) from previous fiscal years were pushed into 2021 due to contractor/construction timing issues. These projects are expected to start by mid second quarter. The FY21 FAA grant is in support of the design phase of the North Apron Rehabilitation project. Construction funding is expected to be included in the FY22 FAA grant request.

- FY19 FAA Grant: Runway 7/25 Rehabilitation; Crack Seal & Remarking
- FY20 FAA Grant: Rehabilitate Taxiway Alpha (A4-A6)
- FY21 FAA Grant: North Apron Rehabilitation (Design)

### Point-Of-Sale System

Implementing a new point-of-sale system for the airport has been a goal for some time due to reliability issues of the current program. The airport has been running a new cloud-based system in parallel and trouble-shooting any compatibility issues that may arise. It is our intention to have the new system completely integrated by the end of 2021.

### Capital Equipment

Our 2021 capital equipment requests include the replacement of our Terminal building's furnace, which is nearing the end its useful life and the purchase of a new John Deere 6110M tractor to replace a unit coming up on 20 years of service.

## Budget Summary Sheet

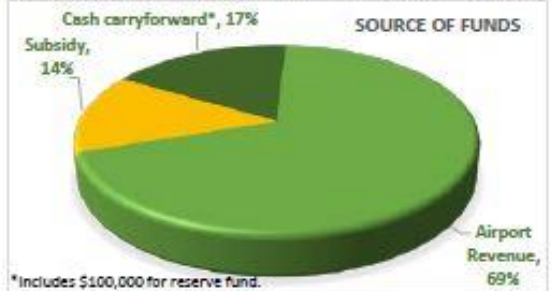


**AIRPORT**  
Supervisor Matt McVicker

FINANCIAL DIVISION	BUDGET	2018 actual	2019 actual	2020 projection	Original 2020 request	2021 request	\$ change from 2020 request to 2021 request	% change from 2020 request to 2021 request
	Personal Services	\$ 358,328	\$ 386,631	\$ 408,738	\$ 415,912	\$ 422,562	\$ 6,650	1.60%
	Other	\$ 691,949	\$ 698,214	\$ 437,933	\$ 807,126	\$ 664,709	\$ (142,417)	-17.64%
	<b>TOTAL</b>	<b>\$ 1,050,278</b>	<b>\$ 1,084,845</b>	<b>\$ 846,671</b>	<b>\$ 1,223,038</b>	<b>\$ 1,087,271</b>	<b>\$ (135,767)</b>	<b>-11.10%</b>

### BUDGET HIGHLIGHTS

- Barbara Rodrigues continues to be a shared administrative resource with the Cemetery Department
- Average cost of jet fuel expected to be level with 2020 levels
- 1.31% wage increase



STAFFING LEVEL	2017	2018	2019	2020	2021
Full/Part-time	4/1	4/1	4/1	4/1	4/1

### OPERATIONALS AND 2020 CAPITAL IMPROVEMENT HIGHLIGHTS

- Purchased new JD Tractor to replace a unit with nearly 20 years of service.

### 2020 ACHIEVEMENTS

- FY19 ODOT Aviation Direct Grant Project: The project included the replacement and relocation of the windsock and airport beacon onto separate structures on the airfield. The existing tower that housed both pieces of equipment was removed. The rotating beacon light, which had a service life of 60+ years was retained as a historical artifact of the airport.
- Installed new storm drain in terminal building parking lot to alleviate ponding.
- Crack/top sealed and striped the secondary terminal building parking lot after final configuration, post Lima Avenue corridor road project.
- Replaced Terminal Building A/C unit.

### 2021 OBJECTIVES

- Complete FY19 FAA Grant: Runway 7/25 Rehabilitation; Crack Seal and Remark.
- Complete FY20 FAA Grant; Rehabilitate Taxiway Alpha (A4-A6).
- Apply for FY21 FAA Grant; North Apron Rehabilitation (Pavement)- Design/Construct
- Fully implement new point-of-sale software.
- Replace Terminal Building Furnace.
- Replace JD6220 Tractor & Snow Blade (19 year unit).

