

AIRPORT ADVISORY BOARD

City of Findlay
July 14, 2022

MINUTES

ATTENDANCE

Members Present: Service-Safety Director Rob Martin, Matt Rutter, Matt Cordonnier, Tim Mayle, Gary Junker, Brian Bauman, Doug Cade.

Staff Present: Mayor Christina Muryn, Amanda McGee, Kyle Inbody, Kathy Launder.

APPROVAL OF MINUTES

Motion to accept minutes of the June 10, 2021, meeting, by Cordonnier, second by Rutter. Motion passed 7-0.

STAFF REPORT

State of the Airport: McGee gave an overview of the Airport's Key Performance Indicators (KPIs). She stated that the Airport has maintained its 5-star rating in customer service. They are incorporating a standard customer service language and to be proactive vs. reactive. The airport currently has 100% hangar capacity and has a waiting list for additional customers that are interested in leasing a hangar. Jet A fuel sales took a hit over the past year. The sale of the Cooper Tire jet was the main cause due to them being the largest purchaser of Jet A fuel. Year over year from 2019 to 2022, Cooper's purchase of fuel has been dwindling however the transient traffic has increased and been making up the difference. There is a corresponding decrease in jet fuel expense for 2021.

OLD BUSINESS

2021 Events: The Findlay Air Expo was held on June 5, 2021, was well received. A firm was hired to plan the event which worked out well. Air traffic from the Osh Kosh EAA AirVenture 2021 stopped in for fuel due to our low prices. The Geico Skytypers team visited the airport. 2022 event is July 25-31, and we will have refreshments to welcome pilots. The airport serves as one of the landing sites for the Flag City BalloonFest. We have built a good relationship with the event planners. The airport was one of the sites for the Yankee Air Museum's B-17 Flying Fortress "Yankee Lady" and Biplane rides and tour. Some drawbacks to the event are that the admission fee for the flight was expensive and the tour was only available when the plane was on the ground.

Taxiway Alpha (A4 to A6) Rehabilitation: This project was funded 100% by an FAA AIP Grant. The project cost with design and construction was \$475,530. The construction was substantially complete on October 14, 2021.

Fuel Spill: The fuel spill that occurred in October 2020 has received a "no further action" status from BUSTR.

NEW BUSINESS

North Apron Reconstruction: Project cost is \$2.2 million and includes drainage improvements, two concrete parking pads, and improved asphalt integrity. This is estimated to be a 90 day construction. Access to A & B rows will be closed for 12 days. This will impact 100LL fuel service. A truck will be used to for 100LL fuel operation. They are planning to break ground August 2022, if all supplies are received. If materials do not come in by August 1, the project will be delayed to 2023.

Michael Terry Terminal Building: Airport staff will be moving to the Michael Terry Terminal Building August 1, 2022. This building is easier to repair and maintain. Pilots and passengers naturally gravitate to this building. Estimated cost to renovate the building is \$100,000. Ohio Department of Transportation will be leasing the old terminal building as a regional office, using 12 of the parking spaces in the north parking lot.

Airport Rules and Regulations: McGee submitted a draft of the Airport Rules and Regulations for the Board to review. The following are suggested changes to the Airport Rules and Regulations:

1.03 – ORC needs changed to the correct code reference

6.06 – in the second sentence, recommend adding “or appropriate law enforcement agency” after NTSB

4.12 – add “related natural disasters”

Motion to recommend City Council approve Airport Rules and Regulations with changes discussed, by Cade, second by Mayle. Motion passed 7-0.

Jet A Fuel Price Discounts: The proposed price structure for Jet A Fuel Price Discounts was discussed. The following is the proposed Jet A Fuel Price structure: 0 - 249 gallons = Base Price, 250 - 499 gallons = Base Price - \$.05, 500 – 999 gallons = Base Price - \$.10, 1000+ gallons = Base Price - \$.25, 2000+ gallons = Base Price – up to \$.40.

This is a customary practice at other airports. The Board is in favor of the proposed Jet A Fuel Price Discounts.

Not looking to price gouge while remaining competitive due to creative buying. Currently we are not able to offer contract pricing due to the point of sale system we have currently. A new point of sale system is needed to allow for contract fuel. McGee has been researching new point of sale systems that will work best at the airport.

Mayor sees the airport as an underused economic development tool.

Upcoming Projects: McGee stated that the following projects are upcoming: developing a routine schedule for hangar maintenance; fuel farm upgrades to include a fuel monitoring system; new point of sale system to help streamline processes; developing standardized processes and training; erecting new snow removal equipment storage facility to assist in mitigating risk.

OTHER BUSINESS

Next Meeting: The board agreed to meet twice per year.

Being no further business, the meeting adjourned.

Respectfully submitted,

Kathy K. Launder
City Clerk