



2022 ANNUAL REPORT

FINDLAY AIRPORT

## Introduction

Findlay Airport is a general aviation airport located in Findlay, Ohio. It 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 various types of commercial and general aviation activities, corporate/executive and private charter, commercial freight operations and personal general aviation activities.

The daily responsibilities of safely operating and maintaining a first class general aviation airport include: providing customer service, airfield maintenance, snow and ice control, issuing NOTAMs, airfield mowing, safety compliance maintenance, general hangar and building maintenance, animal control, overseeing farming operations, parking and refueling aircraft, executing hangar leases, maintaining inventory items, collecting and processing payments and overseeing all of the maintenance and construction projects on the airport.

## Staffing

Airport staff consisted of five of the City's best full-time employees for the year.

Airport Director  
Airport Operations Coordinator  
Airport Worker II  
Airport Worker I (2)

## Key Activities & Accomplishments

### Taxiway A Rehabilitation (A4 – A6)

The project was necessary to bring the integrity of this pavement up to a useable standard. The project spanned the distance between Taxiway intersection A4 to A6 and it took approximately two weeks to substantially complete. The project included removing existing pavement, installing new pavement, and painting permanent pavement markings. This project was completed in Q4 of 2022.

### Terminal Building

The Michael Terry Terminal was renovated with updated flooring, paint, ceiling tiles, bathroom fixtures and was outfitted with new furniture throughout. The elevated look gives pilots and passengers a fantastic first impressions of Findlay. The comfortable work environment promotes efficiency and morale.



## Key Activities & Accomplishments

### North Apron Reconstruction

Construction began on the 11,000Sq/Yards North Apron Reconstruction project. This nearly \$2.2M project was 90% federally funded, 5% state funded, and 5% locally funded. The reconstruction included improved drainage, two reinforced concrete aircraft parking pads, and improved asphalt. Construction will be fully completed in 2023.



### Airport Rules & Regulations

The Findlay Airport Rules and Regulations were implemented. These will govern the use, operation, and maintenance of the Airport and all appurtenances, facilities, equipment, improvements, and services constructed or established in connection therewith.

## Events

Several events were hosted at the Findlay Airport throughout the year that increased community involvement and bolstered aviation awareness.

Partnered with KanDu to provide an interactive tour of the airport for their clients.

The Adult and Youth Hancock County Leadership classes held their transportation and local infrastructure meeting where groups of youth and local professionals viewed the airport and heard from the Mayor, the Service-Safety Director, and the Airport Director.

In August, over 55 Flag City Balloonfest participants used the Findlay Airport to safely land and recover their balloons without incident.

The Airport hosted increased transient air traffic enroute to OshKosh, WI for the annual EAA AirVenture in July. Pilots and passengers were able to take advantage of the unbeatable fuel prices and complimentary refreshments.

Airport Director, Amanda McGee was invited to speak in front of the Rotary Club about the purpose and importance of the airport and its impact on the economy.

Airport Operations Coordinator, Kyle Inbody was selected as the 2022 John Edward Seman Award for Employee Excellence recipient.

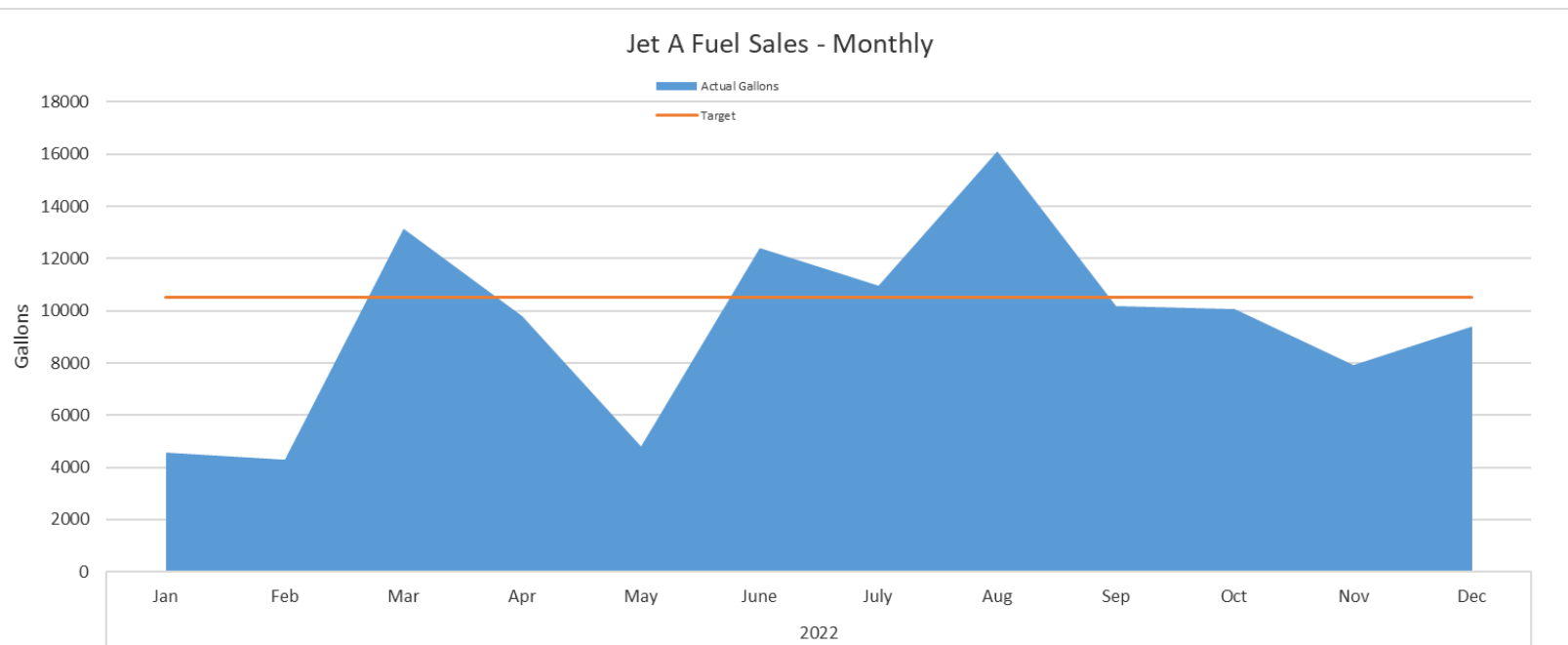


## Key Performance Indicators (KPIs)

To effectively evaluate the performance of the airport, three categories are tracked to provide a visual representation of annual results and they are JET-A fuel sales, hangar capacity utilization, and customer feedback that is derived from AirNav.com ratings and comments.

### Jet-A Fuel Sales

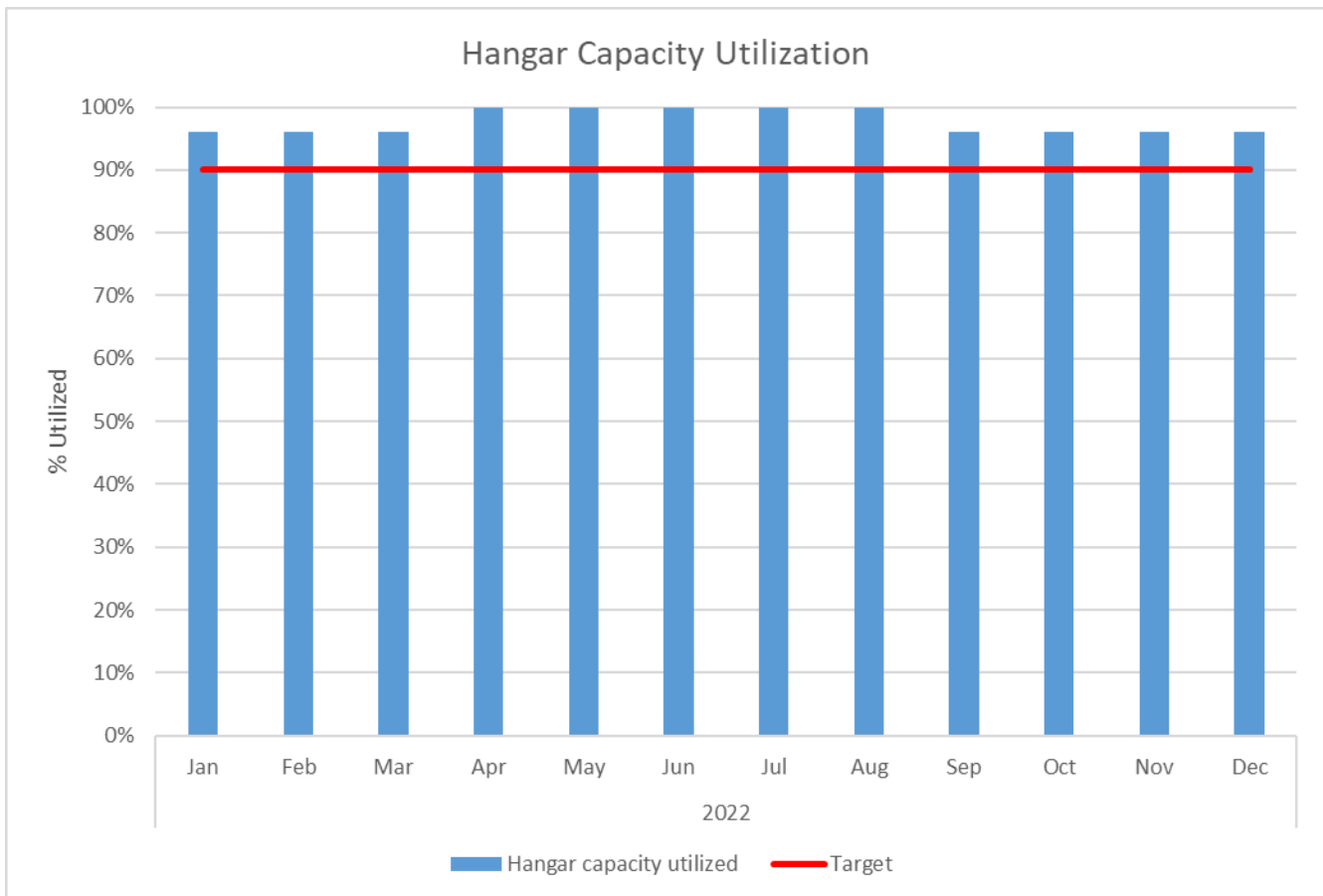
Jet-A fuel sales are the largest revenue source for the Findlay Airport. A percentage increase in volume (gallons) sold is set before each year, which is shown by the orange target line below.



## Hangar Capacity Utilization

The Findlay Airport has twenty-five hangar facilities of varying sizes and capabilities available for lease. Hangar capacity utilization is shown as a percentage of total facilities available, with an annual tenancy goal of 90%.

In 2021, a corporate tenant terminated their lease on the airfield, but they were quickly replaced with another corporate tenant that moved onto the airfield.



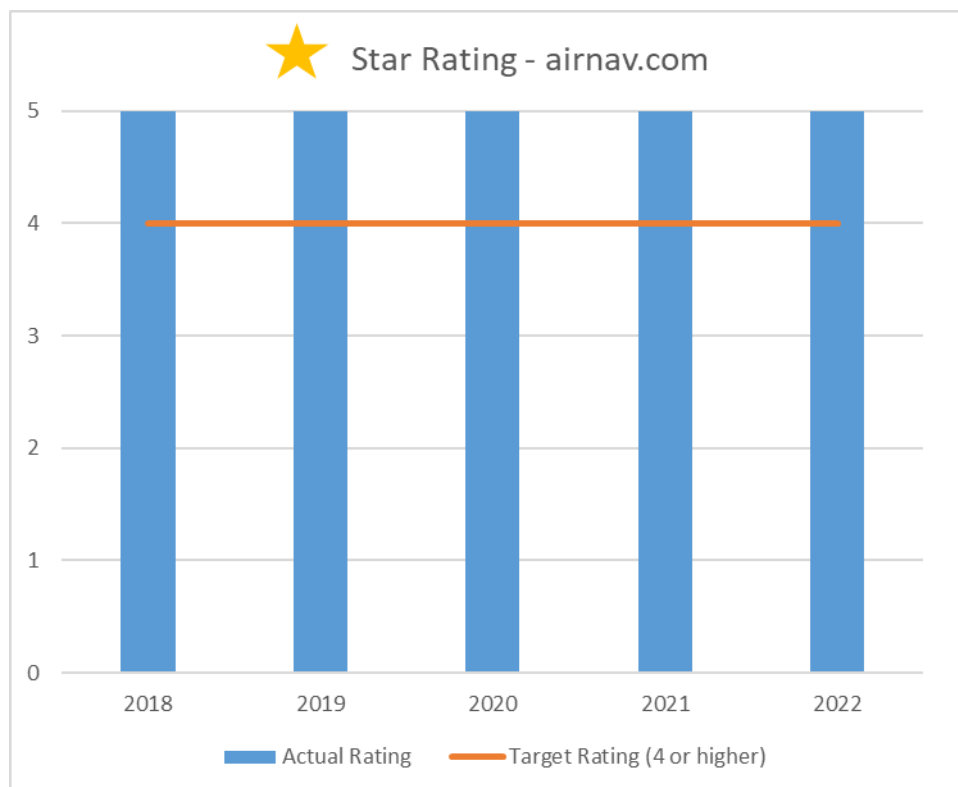
## Customer Feedback

A “Star Rating” on AirNav.com collects 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.

Some comments include:

March 1, 2022: “Nice Airport! Been here a few times and always Great, Friendly Service! Thank you John! We’ll be back!”

December 4, 2022: “Nice folks, FBO was clean and welcoming. Will be back!”



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



## Objectives for the Next Year

### North Apron Reconstruction

This project included improved pavement and drainage. Once the drainage structures are installed, this project can be closed out in 2023.

### Runway 7/25 Rehabilitation Design

Federal, State, and local funding will be used to design the rehabilitation of Runway 7/25 to improve the pavement condition and lighting. Ground breaking is scheduled for 2024.

### Point of Sale System

Implement a streamlined point of sale system that performs all of the functions to satisfy the city. Having one point of sale system will be more efficient by reducing redundancies and offer more capabilities that track inventory and generate reports.

### Equipment Upgrades

Replace a 1996 4K forklift with a modern forklift with more capabilities and features that will allow servicing more aircraft types.

### Permanent asset improvements

Repairs and upgrades to the JET-A fuel farm needed to improve the quality assurance and inventory management.

Perform extensive hangar maintenance to improve the integrity of the hangar doors and the supporting walls.

### Event

The Airport will host the Ford Tri-Motor and a car show Sept 28 – Oct 1.

### Investing in personnel

Airport personnel will receive hands-on training on forklift operations and become trainers for future personnel. They will also receive focused training on fuel quality management to improve and standardize processes.

## Budget Summary



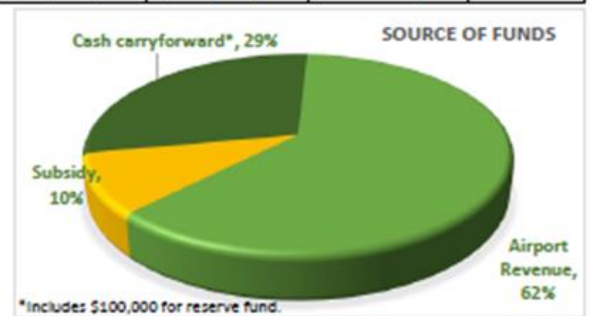
2023 Operational Budget Summary

**AIRPORT**  
Director Amanda McGee

BUDGET	2020 ACTUAL	2021 ACTUAL	2022 ORIG BUD	2022 PROJECTION	2023 REQUEST	\$ change 2023/2022 BUDGET	% change 2023/2022 BUDGET
Personal Services	\$ 402,883	\$ 452,321	\$ 457,573	\$ 457,573	\$ 466,860	\$ 9,287	2.03%
Other	\$ 352,789	\$ 706,856	\$ 773,447	\$ 957,407	\$ 931,537	\$ 158,090	20.44%
<b>TOTAL</b>	<b>\$ 755,672</b>	<b>\$ 1,159,177</b>	<b>\$ 1,231,020</b>	<b>\$ 1,414,980</b>	<b>\$ 1,398,397</b>	<b>\$ 167,377</b>	<b>13.60%</b>

### BUDGET HIGHLIGHTS

- 3.00% wage increase, 3% wage adjustment
- Anticipating hosting a community aviation event in 2023
- Improving fuel quality standards with upgrades and training



STAFFING LEVEL	2019	2020	2021	2022	2023
Full/Part-time	4/1	4/1	4/1	5/0	5/0

### 2022 CAPITAL IMPROVEMENT HIGHLIGHTS

- Renovated and moved into Michael Terry Terminal
- Replaced 2013 Gravely zero-turn mower
- Replaced aircraft tug with an electric aircraft tug and ground power unit combination. Will arrive in 2023.
- Replaced courtesy vehicle

### 2022 ACHIEVEMENTS

- Replaced 2013 Gravely Zero-turn mower
- Replaced tug with aircraft tug/ground power unit (GPU) combination. It will arrive in 2023.
- Airfield and terminal surveillance cameras were installed.
- Moved into the renovated Michael Terry Terminal
- Maintained a 96% or higher hangar occupancy rate
- Replaced airport courtesy vehicle
- Increased 100LL fuel sales by 6%
- Increased transient air traffic

### 2023 OBJECTIVES

- Fully implement new point-of-sale software
- Close out North Apron using FY21 FAA Grant
- Invest in personnel development and training
- Improve fuel quality standards with upgrades and standardized processes
- Perform maintenance on hangars
- Host an event to engage with local and aviation communities
- Develop additional revenue streams

