

Lunken Airport Oversight Advisory Board Meeting Minutes
June 10, 2024

Present: Anne Sesler, Jeff McClean, Todd Pease, Elissa Pogue, Pete Riddle, Robert Roark
Also: Bob Vickrey, Jaime Edrosa, Mike Brenner, Anthony Cadle, Ursula Miller, Liam Flannery,
Elaine Luchi

I. Roll Call

II. Approval of Minutes

The Minutes of the April 15, 2024 meeting were approved without objection. Minutes are available at <https://www.cincinnati-oh.gov/dote/lunken-airport/lunken-airport-boards/>

III. Hotel Development Update

The City remains committed to working with van Rooyen Group on the redevelopment of the Lunken Airport Terminal Building. The City Manager's Office has not set a deadline; however, a term sheet is being drafted which will include specific deliverable dates/timeframes. The City is willing to provide financial incentives of \$2,000,000. The hope is for the Developer to submit design revisions to the FAA later this summer.

IV. Operations Report

Operations for 2024 total 46,998 as of May 31. The numbers continued to increase in April and May compared to the same period in 2023 with Lunken recording its busiest day of 1,130 operations on April 19.

After careful planning, the training runway 3L/21R is scheduled for closure in July. This decision was made by the City on the recommendation of the FAA due to the runway's outdated design and poor condition. Typically, the FAA does not fund non-primary runways. It is estimated that it would cost \$10-\$11 million or more to reconstruct it making the project cost-prohibitive for the City anytime in the near future.

In response to concerns about the mixing of larger and smaller aircraft on the main runway, Lunken Air Traffic Control Tower staff have reached out to the Cincinnati/Northern Kentucky International Airport Tower to discuss ways to facilitate procedure updates. It is possible to separate the different types of operations by directing aircraft into wider patterns and better synchronizing traffic. The Lunken Tower is also communicating with the Charlottesville-Albemarle Airport, which only has one runway, for guidance.

The runway decommissioning will open developable areas that are currently located in the Runway Safety Areas. Jaime has received inquiries from both Lunken-based and non-based operators interested in building hangars. The City will issue Request(s) for Proposals and use a number of factors to consider what is more lucrative and beneficial to the City as a whole.

In conjunction with possible new development, the Airport is finalizing a Scope of Work to conduct an Airport Drainage Study. This will identify where standing water on the field is coming from and determine how and where to remove it. The Airport Drainage Study will also be used when an extension to the main runway is considered.

- V. Financial Report
Lunken continues to generate revenue in Fiscal Year 2024. Proceeds are anticipated to increase further with the reinstatement of landing fee collection and future lease negotiations using appraisals and fair market value rental rates. New development on the airfield will also improve the Airport's financial standing.
- VI. Customs Facility Update
Although Customs and Border Protection (CBP) services were resumed at Lunken in January, the temporary facility at P&G was officially approved in May. The City has 36 months to have a permanent facility in place. Once considered a possible location, it is unlikely that a portion of the Terminal will be suited for this use. The City will research existing facilities and development areas to identify the most advantageous site that meets CBP standards.
- VII. Landing Fee Request for Proposals (RFP) Status
The City is negotiating a contract for a service provider to collect landing fees on the Airport's behalf. It will likely be a 3-year contract with two 1-year renewal periods. Lunken-based aircraft and aircraft weighing 9,000 pounds or less will be exempt. Lunken will receive 70% of the amount collected with the vendor retaining 30%. The City plans to expand collections to include Terminal Ramp parking, blimp mooring, special event fees, and CBP services.
- VIII. Strategic Business Plan
The City Manager's Office identified the need for a Strategic Business Plan for Lunken, and \$100,000 has been allocated for this plan in Fiscal Year 2025. The selection of a consultant will be done by a process similar to an RFP using the firms that are on the City's Multiple Award Contracts (MAC) list. It was noted that this directive from the City Manager's Office came prior to release of the Future's Commission Report.
- IX. Futures Commission Report
The Mayor asked the City Manager for an initial review and report of the Futures Commission Report to be presented at the June 18 Equitable Growth and Housing Committee meeting. Thus far, no direction has been given to DOTE regarding the recommendations in the Report.

The Futures Commission Report will continue to be an item on the LAOAB meeting agenda.
- X. Miscellaneous
- XI. New Business
The Fiscal Year 2025 Budget recommended that \$1,000,000 from the General Fund be earmarked for the CBP facility. The budget will be voted on at the June 12 City Council meeting.

Submitted by Elaine Luchi
Lunken Airport Administration

Next meeting: Monday, August 12, 2024, 4:00 p.m.- 5:00 p.m.