

**Lunken Airport Oversight Advisory Board Meeting Minutes
October 14, 2024**

Present: Anne Sesler, Jeff McClean, Elissa Pogue, Pete Riddle, Robert Roark

Also: Bob Vickrey, Jaime Edrosa, Mike Brenner, Anthony Cadle, Mike Driller, Chris McIntyre, Jane Sites, Tim Sykes, Kathy Tyler, David Vornholt, Elaine Luchi

I. Roll Call

II. Approval of Minutes

The Minutes of the August 12, 2024 meeting were unanimously approved. Minutes are available at <https://www.cincinnati-oh.gov/dote/lunken-airport/lunken-airport-boards/>

III. Hotel Development Update

Anthony reported that a term sheet was presented to the developer in July. The Department of Community and Economic Development is working to get a detailed project timeline by the end of October. Currently, the emphasis is on the resubmission of the plans to the Federal Aviation Administration (FAA). The City Manager continues to support the project.

IV. Operations Report

Operations through September totaled 94,448. September operations were down from 2023 primarily due to the poor weather associated with the remains of Hurricane Helene. Lunken is averaging 346 operations per day.

V. Financial Report

The Airport's Net Operating Income for Fiscal Year 2025 stands at \$206,552.00. This is an increase from the same period in Fiscal Year 2024. Although Lunken is experiencing higher personnel costs, it is collecting more in rents and user fees.

The Decommissioning of Runway 3L/21R creates 4 parcels for development which will generate additional revenue. A Request for Proposals for the first parcel is planned to be issued by the end of the fiscal year.

Hangar 3 is not a potential revenue source because it impacts numerous ground and airspace zones for Runway 7/25, and it is slated for eventual removal. Additionally, it is currently being used for storage of the City's snow removal equipment and related materials.

VI. Customs Facility Update

Lunken has received approximately 180 requests for use of the temporary Customs and Border Protection (CBP) facility at Procter & Gamble since January.

The City has identified a prospective site for a permanent CBP facility. This building can also house the Airport's snow removal equipment. Local and regional CBP representatives toured the location and provided positive feedback. City Council passed an Ordinance authorizing the transfer of \$100,000 from the General Fund to the Department of Transportation and Engineering for a site assessment. A shortened Request for Proposals (RFP) process will be used to select a contractor to conduct this study.

VII. Landing Fee RFP Status

Collection of landing fees resumed on September 1 and approximately \$5,000 in invoices have been billed for the month. Lunken-based aircraft are exempt.

VIII. Strategic Business Plan

The City will solicit proposals from a short list of potential contractors already on contract with the City to create a Strategic Business Plan for Lunken.

IX. New Business

The City is negotiating a new month-to-month lease with Macy's. An appraisal has been completed and there will be a rent increase.

There was further conversation on an issue that was discussed in the August meeting concerning the length reduction of Runway 7/25. The FAA requires taxiways to be perpendicular to runways, and crossing taxiways must be located at the end of runways. The proposed design for Taxiway B accomplishes both items and eliminates a hot spot that currently exists at that location. Correcting this will leave the runway at 4,489, decreasing the length by approximately 600 feet. Anne recommended that Jaime meet with Dave Crockett, President of Onflight, and Robert for additional discussion.

Jane Sites of the East End Community Council asked if the East End had representation on the Board. She recently applied for appointment to the LAOAB.

Jaime will not be available for the December meeting; Bob will run the meeting.

Submitted by Elaine Luchi
Lunken Airport Administration

Next meeting: Monday, December 9, 4:00 p.m.- 5:00 p.m.