

**Lunken Airport Oversight Advisory Board Meeting Minutes
February 12, 2024**

Present: Anne Sesler, Tony Covatta, Elissa Pogue, Pete Riddle, Robert Roark, Neil Tilow
Also: Bob Vickrey, Jaime Edrosa, Mike Brenner, Anthony Cadle, Dave Crockett, Patti Newberry, Elaine Luchi

I. Operations

Total operations for CY 2023 were 122,608, surpassing 115,200 in CY 2022. Flight training activity has increased, accounting for 60% of total operations.

II. Approval of Minutes

The Minutes of the December 11, 2023, were approved.

III. Financial Report

Net Revenue for FY 2024 is \$300,045.06 with five more months left in the fiscal year. This is less than FY 2023 when Lunken received reimbursements for property taxes paid on parcels that should have been, and now are, tax-exempt. If that figure is removed from the statistics, Lunken has collected more than at this point in FY 2023. Fuel Collections are up and are being paid in a timelier manner. The twice-yearly 1% of Gross Revenue payments are due in February.

IV. Customs Facility Update

Lunken resumed Customs and Border Protection processing for arriving international flights on January 12. Procter & Gamble is providing an area for aircraft parking as well as space inside the hangar with an office. Thus far, nine flights have requested clearance through the temporary facility. The city is committed to identifying a permanent location on the Airport.

V. Hotel Development Update

Anthony Cadle of Community and Economic Development said that although there was nothing new to report, a meeting between the City Manager and the developer was scheduled for later in the week. He will update Bob and Jaime when he has additional information.

VI. Miscellaneous

Waypoint Aviation (4765 Airport Road) has been purchased by JGAS Aviation, LLC. Waypoint currently operates as a Fixed-Base Operator (FBO) providing full-service fueling, parking, and other aviation-related services to based and transient aircraft. JGAS will cease functioning as a FBO at this location at the end of February, and American Financial will relocate their Flight Department operations to the former Waypoint. JGAS plans to operate as a FBO at the current American Financial facility at 500 Wilmer Avenue. During the transition, Signature Flight Support will be the only FBO on the airfield.

The Airport severed the agreement with its former provider of aircraft tracking and landing fee services. A Request for Proposals is slated to be advertised in early March seeking a more comprehensive package of tracking, invoicing, and collections. It is anticipated that selection of a vendor will occur in May.

The Cincinnati Warbirds have requested Special Event Permits for the following:

05/23/24-05/27/24 B-29 Doc and B-25 Berlin Express Exhibit and Rides
07/01/24-07/08/24 Commemorative Air Force Exhibit and Rides including B-29 Fifi
08/29/24-09/02/24 Lunken Airport Days

The group is aware that the hotel development may have an impact on these events.

The Airport has hired a Real Property Specialist to begin March 4. This is a permanent, full-time position that had been vacant. The hire is a city employee with vast knowledge and experience in this area. The position will serve as the point-person for leases and agreements. Renewing the T-hangar leases is a high priority.

Jaime, Elissa, Jeff, and Todd attended sessions of the Civic Boards and Commissions Academy offered by the city. This training is also available online via Microsoft Teams to those that register.

VII. New Business

Elissa suggested that the April 8 meeting be moved as it is scheduled for the same day as the Solar Eclipse. There were no objections.

Submitted by Elaine Luchi
Lunken Airport Administration

Next meeting: Monday, April 15, 2024, 4:00 p.m.- 5:00 p.m.