

**CITY OF DELAWARE  
AIRPORT COMMISSION MEETING  
CITY HALL  
1 SOUTH SANDUSKY STREET**

**AGENDA**

**6:30 PM**

**JULY 16, 2026**

Live streaming of meeting will be available under "Events" at [www.cityofdelawareoh.gov](http://www.cityofdelawareoh.gov).

1. **ROLL CALL**
2. **WELCOME NEW MEMBER: TODD POOLE**
3. **APPROVAL OF MOTION SUMMARY**

2a.. Approval of the Motion Summary of the Airport Commission meeting held on April 16, 2026, as recorded and transcribed.

4. **PUBLIC COMMENT**

ATTEND AN OPEN MEETING: Open meetings are held in City Hall Council Chambers. Sign in forms to speak are available at the door. Name and address are required for public comment.

Comments are limited to 3 minutes.

EMAIL, LETTER, PETITION: Emails, letters, and petitions received to the Council Clerk by 10 a.m. the date of the meeting will be presented to members and submitted into the record. These items will not be read aloud during the meeting but will be available on the website following the meeting at the end of the next business day. Name and address are required. Send to [councilclerk@cityofdelawareoh.gov](mailto:councilclerk@cityofdelawareoh.gov). PLEASE NOTE SUBMISSION TIME.

5. **DISCUSSION ITEMS**
  - a. Taxilane and T-Hangar Reconstruction Project
  - b. Fuel Farm Relocation Project
  - c. Airfield Lighting Upgrade and Replacement
  - d. Fuel Sales and Operations Update
6. **STAFF COMMENTS**
7. **COMMISSIONER MEMBER COMMENTS**
8. **NEXT MEETING DATE: October 15, 2026**
9. **ADJOURNMENT**



# Item Cover Page

## AIRPORT COMMISSION AGENDA ITEM REPORT

**DATE:** July 16, 2026

**SUBMITTED BY:** Sarah Dinovo, City Clerk

**ITEM TYPE:** Motion Summary

**AGENDA SECTION:** **APPROVAL OF MOTION SUMMARY**

**SUBJECT:** Approval of the Motion Summary of the Airport Commission meeting held on April 16, 2026, as recorded and transcribed.

**SUGGESTED ACTION:**

**ATTACHMENTS:**

[20250416 airport motion summary.docx](#)

**AIRPORT COMMISSION  
MOTION SUMMARY  
APRIL 16, 2026**

ITEM 1. Roll Call

Chair Everson called the meeting to order at 6:30 p.m.

Members Present: Bill Stevenson, Catlin Frazier, Greg Ratcliff and Eric Everson

Members Absent: Walt Gaub, Chris Acker, Ted Lewis

Staff Present: Shane Harding, Public Works Operation Manager; Kevin Piatt, Airport Operations Manager; and Andy Beare, Assistant City Manager

**Motion:** Chair Everson motioned to excuse Commissioners Lewis, Gaub and Lewis, seconded by Vice-Mayor Frazier. Motion was approved with a 4-0-0 vote.

ITEM 2. APPROVAL OF MOTION SUMMARY

Approval of the Motion Summary from the Airport Commission meeting held on October 16, 2025, as recorded and transcribed.

**Motion:** Commissioner Ratcliff motioned to approve the Motion Summary of the meeting of the Airport Commission held on October 16, 2025, as recorded and transcribed, seconded by Commissioner Stevenson. Motion approved by a 4-0-0 vote.

ITEM 3. PUBLIC COMMENT

There was no public participation.

ITEM 4. DISCUSSION ITEMS

a. 2025 Year End Fuel Sales and Operation Numbers

Kevin Piatt, Airport Operations Manager, reviewed the fuel sales figure for 2025. 2025 ended with \$263,000 in sales compared to \$324,000 in 2024. As with other fuel markets, airplane fuel costs more to get. For comparison, a fuel load recently received cost \$1.08 more than in March. Mr. Piatt shared how the airport sets their fuel price.

b. Update on Hangar J Construction

Hangar J is a 5200 square foot, 4-unit hangar which received its occupancy in March.

A discussion of other hangars and possible locations of them occurred.

A discussion on the hangar rate increase occurred.

c. Above Ground Fuel Farm Project

Shane Harding, Public Works Operation Manager, stated there were grant funds made available for fuel farms and an application was made. Unfortunately, the project was not chosen. The need for more fuel tanks is still there, and the city will be making another application for the ODOT grant.

A discussion of electric charging stations for High-Powered DC aircraft and the possibility of High-Powered aircraft becoming used more occurred.

ITEM 6. STAFF COMMENTS

Kevin Piatt, Airport Operations Manager, shared the airport has switched its fuel supplier as of April 1<sup>st</sup>. A discussion of what the new supplier could provide occurred.

Shane Harding, Public Works Operation Manager, shared an airfield lighting project that will be needed and staff have reached out to the FAA to see if funding is available to offset the cost. The lighting dates to the 90's and system testing has significant deficiencies. This would replace the lighting with LED lighting to be more energy efficient, and less flammable compared to the current lights. A discussion about regenerative power occurred. The preliminary estimate is \$2million. The hope is that grant funding will cover the full cost.

Mr. Harding reviewed the terminal building improvements, which occurred with staff instead of outside contractors.

ITEM 7. COMMISSIONER MEMBER COMMENTS

Commissioner Ratcliff thought the improvements to the restrooms would make a big difference for first impressions of the city; asked how the covered golf cart was working out; and put a plug in for a vehicle to be ready for use of passengers of the aircraft.

ITEM 8. NEXT MEETING DATE: July 16, 2026

ITEM 9. ADJOURNMENT

Airport Commission meeting adjourned at 7:15 p.m.

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Chairperson

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Clerk



# Item Cover Page

## AIRPORT COMMISSION AGENDA ITEM REPORT

**DATE:** July 16, 2026

**SUBMITTED BY:** Shane Harding, Public Works

**ITEM TYPE:** Discussion Item

**AGENDA SECTION:** **DISCUSSION ITEMS**

**SUBJECT:** Taxilane and T-Hangar Reconstruction Project

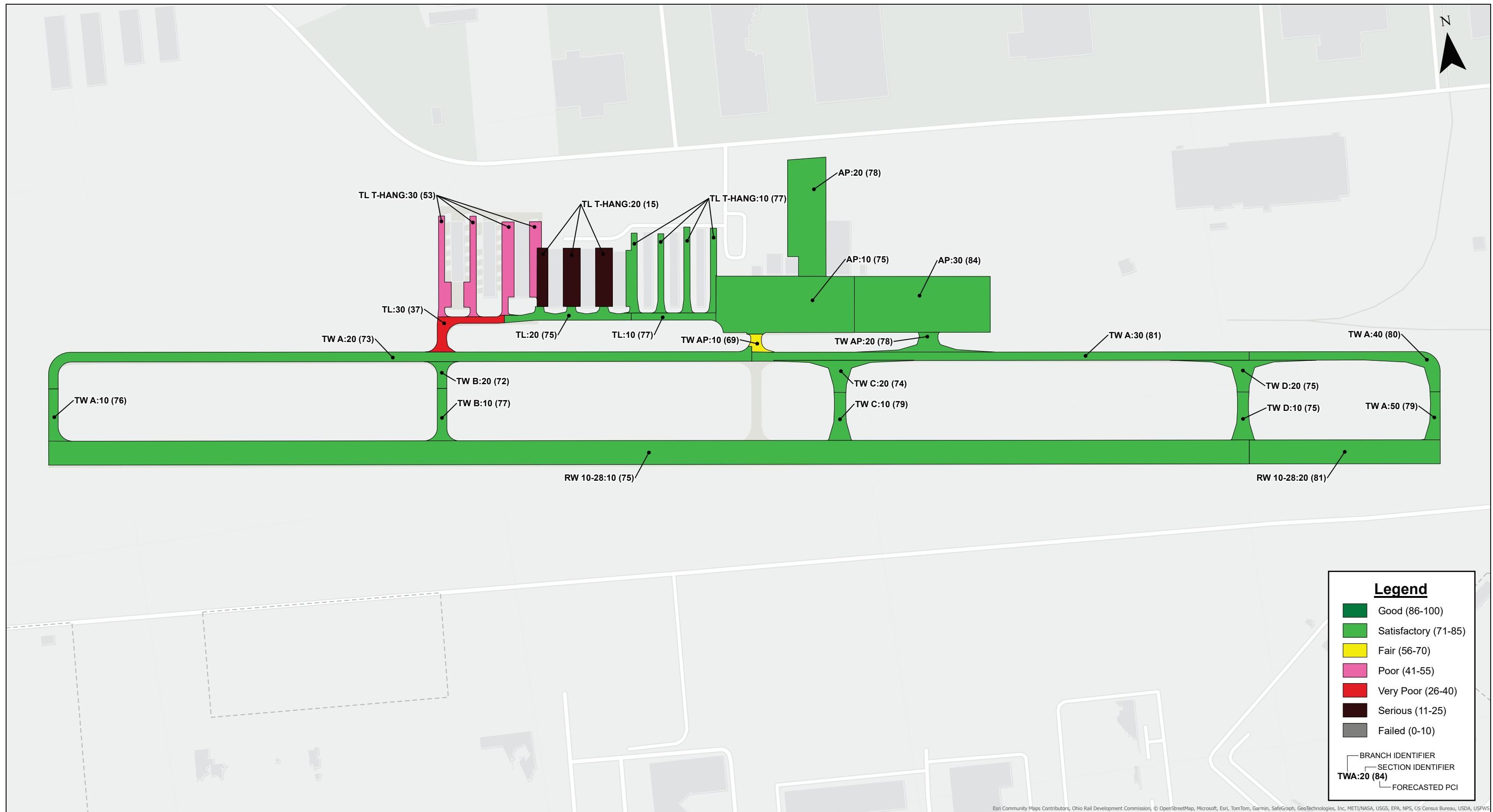
**SUGGESTED ACTION:**

**ATTACHMENTS:**

[TL T-Hangar 5-Year Projection - SLIDE 2.pdf](#)

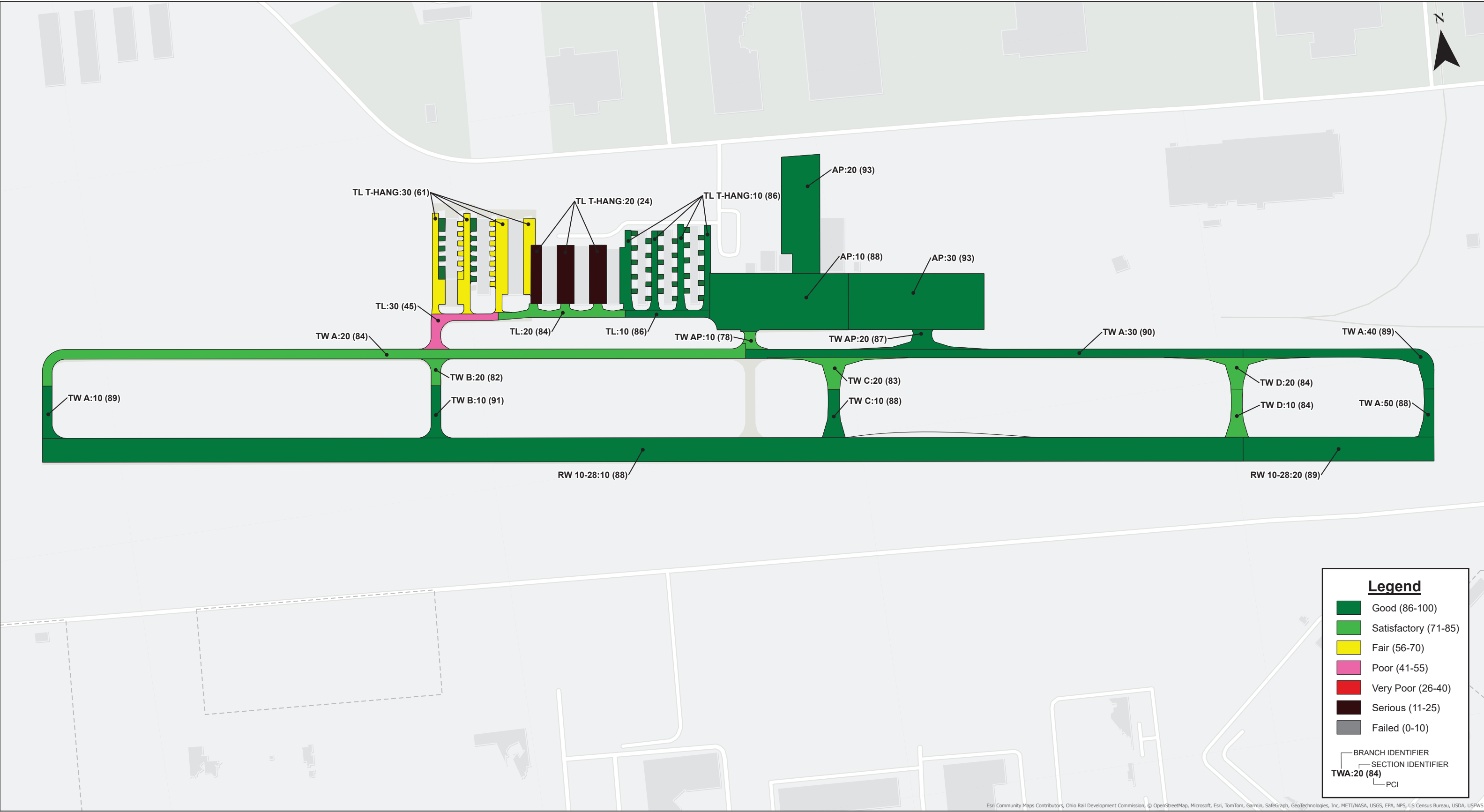
[TL T-Hangar 2025 SLIDE 1.pdf](#)

## 5-Year Forecasted PCI Results (Based on June 2025 Inspection Date)



\*This drawing is for pavement management purposes only. Drawing not to scale.

Current PCI Results (June 2025 Inspection)



\*This drawing is for pavement management purposes only. Drawing not to scale.



# Item Cover Page

## AIRPORT COMMISSION AGENDA ITEM REPORT

**DATE:** July 16, 2026

**SUBMITTED BY:** Shane Harding, Public Works

**ITEM TYPE:** Discussion Item

**AGENDA SECTION:** **DISCUSSION ITEMS**

**SUBJECT:** Fuel Farm Relocation Project

**SUGGESTED ACTION:**

**ATTACHMENTS:**  
[Fuel Farm Exhibit.pdf](#)





# Item Cover Page

## AIRPORT COMMISSION AGENDA ITEM REPORT

**DATE:** July 16, 2026

**SUBMITTED BY:** Shane Harding, Public Works

**ITEM TYPE:** Discussion Item

**AGENDA SECTION:** **DISCUSSION ITEMS**

**SUBJECT:** Airfield Lighting Upgrade and Replacement

**SUGGESTED ACTION:**

**ATTACHMENTS:**

[Lighting Project Area Map.pdf](#)



1" = 800'

## Airfield Lighting Reconstruction

Delaware Municipal Airport  
Delaware, OH

Source Data  
Service Layer Credits



# Item Cover Page

## AIRPORT COMMISSION AGENDA ITEM REPORT

**DATE:** July 16, 2026

**SUBMITTED BY:** Shane Harding, Public Works

**ITEM TYPE:** Discussion Item

**AGENDA SECTION:** **DISCUSSION ITEMS**

**SUBJECT:** Fuel Sales and Operations Update

**SUGGESTED ACTION:**

**ATTACHMENTS:**