

**ORDINANCE NO. 209-25**

**AN ORDINANCE AMENDING CHAPTER 154 OF THE CODIFIED ORDINANCES OF THE CITY OF MEDINA, OHIO, BY THE ADDITION OF NEW SECTIONS 154.05, 154.06 AND 154.07, RELATIVE TO ESTABLISHING AN AIRPORT MANAGER.**

**WHEREAS:** Chapter 154 of the codified ordinances of the City of Medina, Ohio relating to the Airport Commission is requested to be amended with the addition of new Sections 154.05, 154.06 and 154.07.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:**

**SEC. 1:** That Chapter 154 of the codified ordinances of the City of Medina, Ohio, shall be amended by the addition of new Sections 154.05, 154.06 and 154.07 which read as follow:

**CHAPTER 154**  
Airport Commission

- |        |  |  |
|--------|--|--|
| 154.01 | Establishment; members.                        | <b>154.05 Establishment; airport manager.</b>  |
| 154.02 | Term of office; vacancies.                     | <b>154.06 Term of office; airport manager.</b> |
| 154.03 | Duties   | <b>154.07 Duties; airport manager.</b>         |
| 154.04 | Organization; rules of procedure;<br>Meetings. |  |

**154.05 ESTABLISHMENT; AIRPORT MANAGER**  
There is hereby established an Airport Manager.

**154.06 TERM OF OFFICE; AIRPORT MANAGER**  
The Airport Manager shall be appointed by the Mayor and shall serve for a term of four years. A vacancy in the Airport Manager position shall be filled in the same manner as original appointments are made.

**154.07 DUTIES; AIRPORT MANAGER**  
The duties of the Airport Manager are as follows:

- (a) Develop and continuously update an Airport Master Plan;
- (b) Assist in the preparation of the annual Airport budget;
- (c) Study, plan, advise, and recommend to the Mayor and Council on all matters pertaining to the airport, including but not limited to the acquisition, development, and construction of necessary facilities;
- (d) Serve as the city official on the Airport Commission;
- (e) Provide for regular and special meetings at which aviation activities and the operation, management, and improvements of the Airport may be discussed by Airport Commission, officers, and personnel of the Airport and others interested in aviation.

- (f) The Airport Manager must be an appropriately qualified individual or a City of Medina resident or an employee of the City of Medina.

**SEC. 2:** That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

**SEC. 3:** That this Ordinance shall be in full force and effect at the earliest period allowed by law.

**PASSED:** December 8, 2025

**SIGNED:** John M. Coyne, III  
President of Council

**ATTEST:** Kathy Patton  
Clerk of Council

**APPROVED:** December 9, 2025

**SIGNED:** Dennis Hanwell  
Mayor