

DRAFT MOTION

**KENTON COUNTY AIRPORT BOARD
CINCINNATI/NORTHERN KENTUCKY INTERNATIONAL AIRPORT**

September 28, 2026

I move that the Kenton County Airport Board adopt Ordinance 2026-01 entitled:

ORDINANCE 2026-01

**AN ORDINANCE OF THE KENTON COUNTY AIRPORT
BOARD, AMENDING THE RULES AND REGULATIONS
RELATING TO THE OPERATION AND CONTROL OF THE
CINCINNATI/NORTHERN KENTUCKY INTERNATIONAL
AIRPORT.**

ORDINANCE 2026-01

AN ORDINANCE OF THE KENTON COUNTY AIRPORT BOARD, AMENDING THE RULES AND REGULATIONS RELATING TO THE OPERATION AND CONTROL OF THE CINCINNATI/NORTHERN KENTUCKY INTERNATIONAL AIRPORT.

RECITALS

The Kenton County Airport Board (the “Board”) operates the Cincinnati/Northern Kentucky International Airport (CVG);

The Board is authorized to establish, develop, approve, maintain, operate, regulate and protect the CVG; and

The Board desires to promote safe and efficient operations at the CVG by regulating certain activities at CVG including without limitation the operation of vehicles, parking of aircraft, operation of ground service equipment, and responsibility for fire safety equipment; and

The Board desires to promote the public safety and welfare of CVG and establish rules of conduct and procedures for the public, personnel identification badge holders, and CVG tenants; and

The Board desires to provide adjustments to the potential penalties for violations of the Board’s regulations and to align penalties with current potential penalties under Kentucky Revised Statute § 183.990; and

The Board desires to clarify, consolidate, and correct certain Rules and Regulations of the Kenton County Airport Board relating to the Operation and Control of the Cincinnati/Northern Kentucky International Airport (“Rules and Regulations”).

Therefore, the Kenton County Airport Board ordains the following changes to the Rules and Regulations:

SECTION I

Regulation 204.02(1) Request procedure is amended to change the official custodian of the Board’s public records as follows:

- (1) Any person who is a resident of the Commonwealth of Kentucky as defined in KRS 61.870(10) shall have the right to inspect the Board’s public records by submitting the request to the official custodian of the Board’s public records: the ~~Vice President of Business Administration~~. Board’s Associate Counsel.

SECTION II

A new regulation **310.00 Disorderly conduct** is added to Rule 300.00 Personal Conduct as follows:

310.00 Disorderly conduct. A person engages in disorderly conduct at the airport when he or she, with intent to cause public inconvenience, annoyance, or alarm, or wantonly creating a risk thereof:

- (1) engages in fighting or in violent, tumultuous, or threatening behavior;
- (2) makes unreasonable noise; or
- (3) creates a hazardous or physically offensive condition by any act that serves no legitimate purpose.

SECTION III

Rule 505.04 Clear zone maintained is amended to the following:

505.04 Clear Zone Maintained. No person will park, store, or place an item within ~~four~~ten feet of either side of a security perimeter fence. This ~~four~~ten-foot area is the clear zone.

SECTION IV

Section (2) and Section (3) of Rule 505.05 Vehicle escorts is amended to the following:

505.05 Vehicle escorts.

- (2) Personnel of Aairport tenants with an airport-issued personnel identification badge ~~designating a person as~~ authoriz~~ing~~ed to driv~~ing~~e within restricted areas and having escorting privileges within restricted areas may escort no more than four vehicles ~~within their leasehold area and are not permitted to escort more than two vehicles~~ at one time unless the vehicle remains in a designated construction area.
- (3) Vehicle operators shall follow all directions of escorts. Escorts may park vehicles in a safe position and leave the escorted area only if the vehicle operator has a valid airport-issued personnel identification badge and the vehicle will not be moved to any other location(s). Escorts must be called back prior to any additional vehicle movement— unless the vehicle remains in a designated construction area.

SECTION V

Rule 505.10 Careless/reckless operation of vehicle on airport is amended to delete section (2) as follows:

- 505.10 Careless/reckless operation of vehicle on airport.** —
~~(1)~~—No person shall operate vehicles in any area of the airport in careless disregard

for the safety of persons or property.

~~—(2)—No person shall operate vehicles in any area of the airport in a willful or wanton disregard for the safety of persons or property.~~

SECTION VI

Rule 506.03 Delivery Vehicles is amended for accuracy as follows:

506.03 Delivery vehicles. Delivery vehicles will enter the AOA through the security perimeter checkpoint located at the gate off Logan Road and must be escorted at all times. Each such vehicle ~~shall~~must display a vehicle ramp ~~pass~~permit issued by the personnel on duty at the gate.

SECTION VII

A new rule, **Rule 506.05 Vehicle ramp permits**, is added immediately succeeding **Rule 506.04 Dangerous vehicles or equipment** as follows:

506.05 Vehicle ramp permit.

(1) The CEO, or the CEO's designee, is authorized to issue vehicle ramp permits to any person authorizing the presence and movement of that person's vehicle(s) in the AOA. Vehicle ramp permits may be vehicle-specific or specific to an individual. Ramp permits are not transferrable to another person.

(2) Vehicle ramp permits must be prominently displayed in vehicles traversing the AOA.

SECTION VIII

A new rule, **Rule 506.06 Alteration of ramp permit**, is added immediately succeeding **Rule 506.05 Vehicle ramp permit** as follows:

506.06 Alteration of vehicle ramp permit. Under no circumstances shall any person deface, forge, falsify, or otherwise alter a vehicle ramp permit.

SECTION IX

A new rule, **Rule 613.00 Tail to Truck Cargo Operations**, is added immediately succeeding **Rule 612.00 Areas for Enplaning and Deplaning** as follows:

613.00 Tail-to-Truck Cargo Operations. No person may process cargo arriving at or departing from aircraft at the airport directly to or from trucks or other ground transportation (tail-to-truck cargo operations) except as permitted pursuant to a lease agreement with the Board or as approved by the CEO or the CEO's designee. In all other circumstances, tail-to-truck cargo operations are prohibited.

SECTION X

Rule 701.00 Adherence to airport security directions is amended as follows:

701.00 Adherence to airport security directions. All persons will obey lawful orders and directions of airport police officers or other persons responsible for ensuring compliance with these Rules and Regulations. All orders or directions will be consistent with the airport security program, Board Rules and Regulations, and applicable state, federal, and local laws. No person shall fail to comply with any order, directive, rule, or regulation of the Transportation Security Administration or the Kenton County Airport Board.

SECTION XI

A new subsection (3) Sterile area is added to Rule 702.01 Unauthorized entry and exit/inspection as follows:

702.01 Unauthorized entry and exit/inspection.

(1) *Unauthorized entry and exit.* No person will seek entry to or exit from the SIDA except through designated entrances and exits. No person will seek entry to or exit from SIDA over, under, or through fencing, walls, windows, air, or other vents or marked fire exits except in an emergency.

(2) *Inspections.* No person shall enter the air operations area, secured area, or a restricted area of the airport, except persons who enter pursuant to this section, or employees of federal, state, or local government bodies then having proper business there and bearing proper identification. No person entering or attempting to enter, being within, or departing from or attempting to depart the air operations area, secured area or restricted areas of the airport, shall refuse to produce for inspection at the request of the Airport Security Coordinator, designated employee, or any law enforcement officer, a personnel identification badge or the contents, or both, of any vehicle, bag, case, parcel, box or container of any kind in his or her possession. Where the entry into, departure from, or attempt thereof is by means of a vehicle, no person shall refuse to produce for inspection, after such request, a driver's license or department vehicle permit. No person shall refuse to produce at the request of the Airport Security Coordinator, designated employee, authorized Board contractor, or any law enforcement officer any document in the person's possession relating to the ownership or possession of cargo or freight upon entering, leaving or being within the air operations area, secured area, or any restricted area.

(3) Sterile Area. No person may enter or remain in the sterile area of the airport except:

(a) persons issued a valid boarding pass or alternative pass by a certificated air carrier and subject to applicable screening and inspection;

(b) under the authority of an airport-issued personnel identification badge permitting such access; or

(c) those under escort of a valid airport-issued personnel identification badge holder.

Rule 704.04 Misuse of badge is retitled as follows:

704.04 ~~Misuse of~~ Tampering with badge. No person may falsify, forge, counterfeit, alter, or tamper with any personnel identification badge.

SECTION XII

Rule 704.12 Photos/videos is amended to organize into subsections and add a subsection as follows:

704.12 Photos/video.

(1) Any person with a person~~neal~~ identification badge having access to the AOA~~of the airport~~ is prohibited from taking videos or photos within the AOA unless the videos and/or photos are being taken as part of the person's job duties while at the airport or authorized by the ~~Chief Executive Officer-EO~~ or ~~Chief Operating OfficerOO~~.

(2) Unauthorized creation, retention, or distribution of, or access to, any image or footage of the airport or its facilities from a closed-circuit security camera or other airport security system is strictly prohibited.

SECTION XIII

Rule 705.00 Non-vehicle escorts is retitled to **Rule 705.00 Escorts** and is amended as follows:

Rule 705.00 ~~Non-vehicle~~ Escorts.

(1) Only persons who have escort privileges displayed on their personnel identification badge may perform escorting of those without a personnel identification badge. A person performing an escort must ensure those being escorted are allowed to be escorted. ~~At~~ all times, the escort must be in a position to actively monitor, direct, and control the movements and actions of the accompanied person(s) and remain within visual sight and vocal range of the accompanied person(s).

(2) Escorts are only permitted in the performance of direct job duties.

(3) A person who has been issued an airport-issued personnel identification badge may only be escorted in those areas where the airport-issued identification badge does not permit access. In no other circumstances may a person who has been issued an airport-issued identification badge be escorted.

~~(+)~~(4) An escort is responsible for the escort's compliance, and compliance of those being escorted, with all project site post orders and other project-specific rules and requirements.

SECTION XIV

Rule 706.00 Statements against aviation safety or security is amended as follows:

Rule 706.00 False Statements.

- (1) Statements against aviation safety or security.** No person may make a knowingly false statement to another so as to indicate that the person or another may have possession of a firearm, bomb, explosive device, or other weapon while at the airport.
- (2) No person shall knowingly and willfully make a materially false, fictitious, or fraudulent statement with the intent to mislead a public official in performing the public official's functions.**

SECTION XV

Rule 801.00 Fire code is amended to remove a dead reference as follows:

Rule 801.00 Fire Code. All fire codes applicable to the airport as published by the National Fire Protection Association ~~and the Kentucky Fire Prevention Code~~ shall govern all operations on the airport and persons operating on the airport.

SECTION XVI

Rule 807.00 Storage of flammable material is amended as follows:

Rule 807.00 Storage of flammable material. No person may keep or store any flammable liquids, gases, ~~signal flares,~~ or other similar materials in any hangars or in any buildings on the airport, provided, however, that such materials may be kept in aircraft in the proper receptacles installed in aircraft for such purpose, or in rooms or flammable cabinets specifically approved for such storage by the CEO, ~~COO, or Airport Fire Chief,~~ or the CEO's designee.

SECTION XVII

Rule 901.00 Fines is amended to increase the fines applicable to parking violations as follows:

Rule 901.00 Fines. Any person charged with illegal parking in violation of regulation 501.05 except as these Rules and Regulations provide otherwise, may, in lieu of being summoned to the District Court for a hearing, pay a fine for the violation. If payment is made within five days of the date of the citation, the fine is ~~\$5~~10. If payment is made more than five days after the date of the citation but within ten days of the date of the citation, the fine is ~~\$1~~75. After ten days, payment of the fine is not permitted under this section, and the violator will be summoned to the District Court for a hearing, and subject to the penalties set forth in Regulation 902.00. All fines under this section must be paid to the Boone County Fiscal Court, at the address designated on the citation. This section shall not apply to parking violations within the air operations area, which are punished in accordance with Regulation 902.00, or to dwell time violations listed in Regulation 502.07(6), which are punished as specified in Regulation 502.07(6).

SECTION XVIII

Rule 902.00 General is amended to increase the applicable fines as follows:

902.00 General. Any person violating any of the provisions of the Board's Rules and Regulations shall be fined not less than ~~\$540~~, nor more than \$1,000, or imprisoned not more than 90 days, or both (KRS 183.990(1)). Any ~~individual~~ person ~~or business entity~~ violating or otherwise engaging in prohibited conduct under these Rules and Regulations may be subject to general and administrative fines and civil penalties as provided under this Rule 900 et seq. If the violator is an ~~individual~~ employee or agent of an airport tenant, permittee, or contractor, the fine may be assessed against the employer/tenant, permittee, or contractor at the Board's discretion.

SECTION XIX

Rule 904.06 Penalty levels is amended to account for additional penalty levels as follows:

904.06 Penalty levels. In addition to the foregoing penalties, individual persons violating the provisions of Regulations included in the table of Regulation 904.06(4) are subject to the penalties specified in this Regulation 904.06(1), 904.06(2), and 904.06(3). The airport police, Airport Operations Department personnel, or other Board personnel as designated by the CEO will issue a ramp citation for the violation. See Regulation 905.00 for Enforcement. The penalties provided for violations vary depending on the particular offense with each offense being classified in one of the following ~~three-five~~ penalty levels and with each of the ~~three-five~~ penalty levels specifying elevated penalties for the second or multiple offense within the penalty level within the past two years. Commission of additional offenses within the same penalty level will result in higher penalties. In addition, violations of provisions 616.00, 702.15, and 711.00 carry additional penalties. A violation committed by a person two or more years ago, or a prior violation that relates to a different penalty level shall not elevate the penalty for the most recent offense.

SECTION XX

The penalty tables contained in **Rule 904.06(1)** through **904.06(D)** are amended as follows:

(1) *Level one penalties.*

1st Offense	Warning.
2nd Offense	Mandatory retraining within 5 days of the violation.
3rd Offense	<u>Immediate confiscation and suspension of the violator's personnel identification badge; One-day suspension from access to the AOA; the Board shall suspend the violator's personnel identification badge until the violator_ and supervisor completes retraining at the airport ID office, but in no event less than one day. The violator must pay \$10 civil penalty in addition to the Identification office reinstatement fee.</u>
4th or more Offense	<u>Immediate confiscation of the violator's personnel identification badge by airport police; the airport police shall hold the violator's personnel identification</u>

	~~badge until the violator and supervisor complete retraining at the airport ID office~~ <u>Immediate confiscation and suspension of the violator's personnel identification badge for and suspension of 30 days. The violator must complete retraining at the airport ID office and must pay a civil penalty in the amount of \$40 plus ID office reinstatement fee.</u>
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(2) *Level two penalties.*

1st Offense	~~Immediate confiscation by airport police the airport police shall hold the violator's personnel identification badge until the violator and supervisor completes~~ <u>Immediate confiscation and suspension of the violator's personnel identification badge by airport police and a suspension of the violator's personnel identification badge until the violator and supervisor completes</u> retraining at the CVG ID office, ~~but in no event less than two days. The violator must pay a \$40 civil penalty in addition to the ID office reinstatement fee.~~
2nd Offense	~~Immediate confiscation and suspension of the violator's personnel identification badge by airport police and a suspension of the violator's personnel identification badge until the violator and supervisor completes~~ <u>Immediate confiscation and suspension of the violator's personnel identification badge by airport police and a suspension of the violator's personnel identification badge until the violator and supervisor completes</u> retraining at the airport ID office, but in no event for a period less than ~~seven~~ <u>seven</u> days. ~~The violator must pay a \$60 civil penalty in addition to the ID office reinstatement fee.~~
3 rd ~~Offense~~ or more	~~Immediate confiscation and suspension of the violator's personnel identification badge of up to one year or permanent revocation of the violator's personnel identification badge at the discretion of the COO or COO's designee. for 60 days. The violator must complete retraining at the airport ID office and must pay a civil penalty in the amount of \$80 plus ID office reinstatement fee.~~ <u>Immediate confiscation and suspension of the violator's personnel identification badge of up to one year or permanent revocation of the violator's personnel identification badge at the discretion of the COO or COO's designee. for 60 days. The violator must complete retraining at the airport ID office and must pay a civil penalty in the amount of \$80 plus ID office reinstatement fee.</u>

(3) *Level three penalties.*

1st Offense	~~Immediate confiscation and suspension of the violator's personnel identification badge by airport police and a suspension of the violator's personnel identification badge until the violator and supervisor completes~~ <u>Immediate confiscation and suspension of the violator's personnel identification badge by airport police and a suspension of the violator's personnel identification badge until the violator and supervisor completes</u> retraining at the CVG ID office, but in no event for a period less than ~~seven~~ <u>seven</u> days. ~~The violator must pay a \$60 civil penalty in addition to the ID office reinstatement fee.~~
2nd ~~or more~~ Offense	~~Immediate confiscation and suspension of up to one year or permanent revocation of the violator's personnel identification badge at the discretion of the COO or COO's designee until the violator completes retraining at the CVG ID office, but in no event for a period less than 14 days. The violator must pay an \$80 civil penalty in addition to the ID office reinstatement fee.~~ <u>Immediate confiscation and suspension of up to one year or permanent revocation of the violator's personnel identification badge at the discretion of the COO or COO's designee until the violator completes retraining at the CVG ID office, but in no event for a period less than 14 days. The violator must pay an \$80 civil penalty in addition to the ID office reinstatement fee.</u>
3rd Offense	<u>Immediate confiscation and suspension of the violator's personnel identification badge until the violator completes retraining at the airport ID office, but in no event less than 90 days. The violator must pay a \$100 civil penalty in addition to the ID office reinstatement fee.</u>

(4) *Level four penalties.*

<u>1st Offense</u>	<u>Immediate confiscation and suspension of the violator's personnel identification badge until the violator completes retraining at the CVG ID office, but in no event for a period less than 14 days. The violator must pay an \$80 civil penalty in addition to the ID office reinstatement fee.</u>
<u>2nd Offense</u>	<u>Immediate confiscation and suspension of the violator's personnel identification badge until the violator completes retraining at the CVG ID office, but in no event for a period less than 30 days. The violator must pay a \$100 civil penalty in addition to the ID office reinstatement fee.</u>
<u>3rd Offense</u>	<u>Immediate confiscation and suspension of the violator's personnel identification badge until the violator completes retraining at the airport ID office, but in no event less than 120 days. The violator must pay a \$120 civil penalty in addition to the ID office reinstatement fee.</u>

(5) Level five penalties.

<u>1st Offense</u>	<u>Immediate confiscation and permanent revocation of the violator's personnel identification badge.</u>
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(6) For any sequential offenses in excess of the number specified in section 904.06(1) to 904.06(4) above, the Board reserves the right to suspend or revoke the personnel identification badge in the Board's discretion.

~~(D7)~~ Penalty table. Violations of the regulations in the table below constitute a violation of the level indicated in the same table row:

Regulation	Title	Penalty Level
309.00	Firearms prohibited	Level ~~53~~
~~310.00~~	~~Disorderly conduct~~	~~Level 2~~
505.01	Driving into a security area behind another (tailgating)	Level 3
505.02	Operating vehicles and motorized equipment	Level ~~3+~~
505.03	Identifying vehicles authorized in airport security area/consent to inspection	Level 1
505.04	Clear zone maintained	Level 1
505.05	Vehicle escorts	Level ~~3+~~
505.06	Pulling more than four carts	Level 1
505.07(1)	Failure to yield to aircraft	Level 1
505.07(2)	Failure to yield to aircraft	Level ~~32~~
505.07(3)	Failure to yield to aircraft	Level ~~53~~
505.08	Driving outside the white lines	Level 1
505.09	Driving within 150 feet to the rear of a taxiing aircraft	Level 1

505.10 ~~(1)~~	Careless/reckless operation of vehicle on airport	Level ~~1~~ <u>2</u>
~~505.10(2)~~	~~Careless/reckless operation of vehicle on airport~~	~~Level 2~~
505.11	Speeding	Level 1
505.12	Disregarding stop sign	Level 1
505.13	All state laws applicable to vehicles on the airport	Level 1
505.14	Passengers to be in affixed seat or designated area	Level 1
505.15	Vehicle accident reports	Level 1
506.01	Vehicle registration	Level 1
506.02	Vehicle equipment	Level 1
506.03	Delivery vehicles	Level ~~3~~ <u>4</u>
506.04	Dangerous vehicles or equipment	Level 1
~~506.05(1)~~	~~Vehicle ramp permit~~	~~Level 1~~
~~506.05(2)~~	~~Vehicle ramp permit~~	~~Level 2~~
615.00	Surface movement of aircraft	Level 2
616.00	Aircraft fuel servicing standard	Level ~~2~~ <u>4</u>
617.00	Fueling prohibited during lightning event	Level ~~3~~ <u>2</u>
618.00	Aircraft fuel servicing locations	Level ~~2~~ <u>4</u>
701.00	Adherence to airport security directions	Level ~~3~~ <u>2</u>
702.01	Unauthorized entry and exit/ inspection	Level ~~4~~ <u>3</u>
702.02	Entering a security area by following another (piggybacking)	Level ~~4~~ <u>3</u>
702.03	Walking across the ramp	Level 1
702.04	Custody of keys or other means of access	Level 2
702.05	Prohibit access to unauthorized persons	Level 3
702.06	Authorized persons must challenge	Level 2
702.07	Security of access points	Level 2
702.08	Timed doors	Level 2
702.09	Improper entry through security door	Level 1
702.10	Posting signs prohibiting access	Level 1
702.11	Preventing unauthorized access to restricted area	Level ~~2~~ <u>4</u>
702.13	Bypassing security screening area	Level ~~5~~ <u>3</u>
702.14	Failure to follow notification procedures	Level ~~4~~ <u>3</u>
702.15(1) ~~(a)~~	Entry into movement area and non-movement area	Level 3
~~702.15(1)(b)~~	~~Entry into movement area and non-movement area~~	~~Level 3~~
~~702.15(1)(c)~~	~~Entry into movement area and non-movement area~~	~~Level 1~~
702.15(2) ~~(a)~~	Entry into movement area and non-	Level ~~3~~ <u>4</u>

	movement area	
~~702.15(2)(b)~~	~~Entry into movement area and non-movement area~~	~~Level 1~~
703.00	Tampering with security device	Level ~~5~~ 3
704.02	Surrendering airport-issued personnel identification badges	~~Level 1~~ Up to \$1,000 penalty
704.03	Displaying badge	Level 1
704.04	~~Misuse of~~ Tampering with badge	Level ~~4~~ 3
704.05	Using the badge of another	Level 3
704.06	Allowing another to use badge	Level 3
704.07	Expired badge	Level ~~1~~ 2
704.08	Use of badge for job duties	Level 1
704.09	Notify of changes	Level 1
704.10	Badges as KCAB property	Level 1
704.11	Attaching PIN to identification badge	Level 2
704.12(1)	Photos/video	Level 1
~~704.12(2)~~	~~Photos/Video~~	~~Level 3~~
705.00	~~Non-vehicle e~~ Escorts	Level 2
706.00(1)	~~Statements against aviation safety or security~~ False statements	Level 3
~~706.00(2)~~	~~False Statements~~	~~Level 1~~
707.00	Interfere with flight operations	Level 3
708.00	Unattended baggage	Level 2
709.00	Presenting a weapon at a security screening area	Level 3
710.00	Failure to control prohibited item	Level 2
711.00	Report violations <u>to police</u>	Level 1
801.00	Fire Code	Level 1
803.00	Unsecure aircraft	Level 1
804.00	Smoking prohibited	Level 1
805.00	Fire extinguisher equipment	Level 1
806.00	Explosives and other dangerous articles	Level 1
807.00	Storage of flammable material	Level 1
808.00	Improper use of fire exit	Level 2
809.00	Operation of flame or spark producing device	Level 1
810.00	Open flame operators	Level 1
811.01	Preventing FOD	Level 1
811.02	Preventing FOD	Level 2
813.00	Engine run-ups	Level 2

SECTION XXI

A new Rule 904.07 Administrative Sanctions is added as follows:

904.07 Administrative Sanctions.

- (1) Conduct.** Administrative sanctions may be imposed on any Board-issued personnel identification badge for any of the following:

 - a. Any violation of the Board's Rules and Regulations;
 - b. Any violation of state or federal law;
 - c. Any conduct that interferes with or threatens the health, safety, security or well-being of airport passengers, airport tenants, or property;
 - d. Any conduct that interferes with or threatens the efficiency, capabilities, or organization of airport operations; or
 - e. Just cause.
- (2) Potential sanctions.** Administrative sanctions may include, but are not limited to, security retraining, revocation of escorting privileges, geographic and time-based limitations imposed on a person's badge, changes to the person's badge type, suspension of a person's badge, civil penalties, and total revocation of a person's badge.
- (3) Sanction Procedures.**

 - a. The Airport Security Coordinator (ASC) may review any incident or allegations of any incident that may merit administrative sanctions. The ASC may conduct investigation into the facts and circumstances surrounding the incident as deemed necessary to determine whether there are grounds to issue any administrative sanction.
 - b. Notice. In the event the ASC issues an administrative sanction, the ASC shall provide a written notice to the person who was issued the involved badge. The notice will include the nature of the conduct giving rise to the sanction, a description of the sanction, and the duration of the sanction.
 - c. Review. Upon written request, the ASC may review or modify any administrative sanction. Any modification of a sanction pursuant to this section is within the sole discretion of the ASC.

SECTION XXII

Rule 905.03 Appeal of ramp citation is renamed, renumbered, and amended to broaden its applicability, including to violations that may not result in a ramp citation, as follows:

Rule 906.005.03 Appeal of administrative sanctions, denial of personnel identification badge, or ramp citation.

- (1) A person may appeal the imposition of administrative sanctions, the denial of issuance of a personnel identification badge, or the issuance of any ramp citation. ~~if~~The person must deliver a written notice of appeal ~~is delivered~~ to the COO, or designee, within seven days after issuance of the administrative sanctions, denial of issuance of a personnel identification badge, or the issuance of the ramp citation. The written notice of appeal must state the specific basis for the appeal including identifying whether the appeal is on the offense (or offenses) charged~~conduct involved or the penalty imposed, and the basis for appeal.~~ Failure to identify the basis

~~for the appeal will result in dismissal of the appeal. Upon timely receipt of the written notice of appeal by the COO, the penalty for the violation(s) will be suspended until the hearing officer renders a decision, but in no event will the individual be permitted access to restricted areas within a 24-hour period after the person's personnel identification badge has been confiscated.~~

- (2) ~~With the notice of an appeal, a person may request a hearing. If no hearing is requested, the COO shall make a determination after consideration of the facts and circumstances of the appeal and furnish interested parties with the results, including, without limitation, the relevant facts and basis of the decision. If the person requests an appeal hearing, the COO, or designee, will serve as the hearing officer for all appeals.~~ The hearing officer shall schedule a hearing to take place within 320 days after delivery of the written notice of appeal. The hearing officer shall provide written notice of the time, date and place of the hearing to interested parties at least five days prior to the hearing. The hearing shall be conducted on an informal basis. The ~~airport police officer who issued the ramp citation shall be present and the person charged with a violation bringing the appeal~~ shall be afforded a reasonable opportunity to present the substance and basis of their appeal.
- (3) After consideration of all the facts and circumstances from the hearing, the hearing officer shall furnish interested parties with the results of the appeal including, without limitation a written copy of, the relevant facts and basis of the hearing officer's decision. The decision of the hearing officer is the final administrative action of the Board.~~If it is determined that a violation did not occur, a copy of the decision shall be forwarded to the person's employer. If the hearing officer determines that the ramp citation was properly issued, the remainder of the person's penalty shall immediately be reinstated; provided however, if the hearing officer determines that there exists significant mitigating factors such that the penalty imposed under Rule 900.00 of the Rules and Regulations is not warranted after having reviewed all the facts and circumstances, the hearing officer may impose a less severe penalty than what is prescribed. The imposition of a lesser penalty does not affect the level or number of the offense and does not affect or limit the imposition of future penalties should future violations occur within the prescribed time period.~~

SECTION XXIII

If any section or part of any section or any provision of this Ordinance is declared invalid by a Court of appropriate jurisdiction for any reason, such declaration does not invalidate, or adversely affect, the remainder of this Ordinance. All ordinances or parts of ordinances in conflict with this Ordinance are repealed to the extent of said conflict.

SECTION XXIV

This Ordinance is effective and in full force after its passage and adoption according to Kentucky law.

KENTON COUNTY AIRPORT BOARD

BY: _____
Chad Summe, Board Chair

CERTIFICATION

The undersigned certifies that I am the Secretary/Treasurer of the Kenton County Airport Board ("Board"). As Secretary/Treasurer, I certify from official records of the Board in my possession that the foregoing is a true, correct, and complete copy of Ordinance 2026-01 adopted by the Board at a regular Board meeting held on September 28, 2026, on the same occasion signed by the Board Chair and now in full force and effect.

To certify, I have signed and affixed the seal of the Board on _____, 2026.

Dilwyn A. Gruffydd, Secretary/Treasurer
Kenton County Airport Board