



## Moore County Airport Authority, Public Meeting Agenda

Tuesday, September 13<sup>th</sup>, 2016

### CALL TO ORDER

- A. **CLOSED SESSION**  
*(None)*
- B. **OPEN SESSION: INQUIRY MADE BY CHAIRMAN:**  
*Does any Authority member have a conflict of interest concerning agenda items the Board will address in this meeting?*
- C. **APPROVAL OF PREVIOUS MEETING MINUTES**
  - 1. Moore County Airport Authority Meeting **Minutes, August 9<sup>th</sup>, 2016.**
- D. **PUBLIC COMMENTS** – Moderated by the Chairman, William Bateman *(Procedures are attached)*
- E. **PRESENTATIONS**  
*(None)*
- F. **PUBLIC HEARING**  
*(None)*
- G. **REPORTS**
  - 1. **Financial Report** – Financial Administrator **(100LL Comparison) (Jet A Comparison)**
  - 2. **Director's Report** – Executive Director
  - 3. **Operation's Report** – Director of Operations **(Tow Dolly Quotes & Tow Dolly Comparison)**
  - 4. **Flight Center Report** – Executive Director **(Statistics)**
- H. **ADDITIONAL AGENDA ITEMS (IF ANY)**
- I. **UNFINISHED BUSINESS**
  - 1. Recommendations to be provided by Operations Director of the Airport's Wildlife Management Policy.
  - 2. Update provided on procuring an Aircraft Maintenance Service Provider at the Moore County Airport.
  - 3. Request formal review of the 501(C) (3) Program **Articles of Incorporation, By-Laws, & the Financial Reporting Evaluation** of the Friends of Moore County Airport Foundation.
  - 4. Update provided on the **Duke Energy Savings Program.**
- J. **NEW BUSINESS**
  - 1. Request formal approval to provide fuel for the participating Aircraft in the 2016 Annual Open House.
  - 2. Request formal approval to Purchase an Aircraft Tow Dolly.
  - 3. Discuss & Review KSOP and FAA Policy pertaining to maintenance of Airport Security Fencing.
- K. **ANNOUNCEMENTS**
  - 1. The Moore County Airport Authority meeting will be held at 10:00 a.m. in the Terminal Conference Room at the Moore County Airport on Tuesday, October 11<sup>th</sup>, 2016.
- L. **ADJOURNMENT**

## PROCEDURES FOR PUBLIC COMMENTS MOORE COUNTY AIRPORT AUTHORITY

*The Moore County Airport Authority is committed to allowing members of the public an opportunity to offer comments and suggestions. All comments and suggestions addressed to the Authority during the Public Comment Period shall be subject to the following procedures:*

- 1. The comment period will be limited to a maximum of thirty minutes.*
- 2. Persons who wish to speak should register on a sign-up sheet made available thirty (30) minutes before the Authority meeting commences, indicating contact information and topic of comment(s). In order to be acknowledged by the Authority Chairman during the public comments portion of the meeting, you must indicate your intent to speak on the sign-in sheet.*
- 3. Each person signed up to speak will have three (3) minutes to make his/her remarks. Each person signed up to speak will only be entitled to the time allotted to each speaker and one additional time period which may be yielded to him/her by another individual who has also signed up to speak on a particular topic.*
- 4. Speakers will be acknowledged by the Authority Chairman in the order in which their names appear on the sign-up sheet. Speakers will address the Authority from the podium and begin their remarks by stating their name and address.*
- 5. This public comment period is not intended to require the Authority to answer any impromptu questions; however, the Authority reserves the right to respond. Speakers will address all comments to the Authority as a whole and not one individual member. Discussions between speakers and others in attendance at the meeting will not be allowed.*
- 6. Speakers will be courteous in their language and presentation. Matters or comments which are harmful, discriminatory or embarrassing to any citizens, official or employee shall not be allowed. Speaker must be respectful and courteous in their remarks and must refrain from personal attacks and the use of profanity.*
- 7. Only one speaker will be acknowledged at a time.*
- 8. Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with staff.*
- 9. Speakers shall not discuss any of the following: matters which concern the candidacy of any person seeking public office, including the candidacy of the person addressing the Board; matters which are closed sessions matters, including but not limited to matters within the attorney-client privilege, anticipated or pending litigation, personnel, property acquisition, matters which are made confidential by law; matters which are the subject of public hearings.*
- 10. Actions on items brought up during the Public Comment Period will be at the discretion of the Authority.*

(9/1/2014)



***Moore County Airport Authority***  
***Tuesday, August 9<sup>th</sup>, 2016***  
***Public Board Meeting – 10:00 a.m.***  
**Minutes**

The Moore County Airport Authority met in regular session on August 9<sup>th</sup>, 2016 at 10:00 a.m. at the Moore County Airport Terminal Conference Room.

**Authority Members Present:** William Bateman, Chairman  
George Parker, Vice Chairman  
Michael Jones, Secretary  
Bob Zschoche, Member

**Authority Members Absent:** Mark Brenner, Treasurer

**Staff Present:** Steve Borden, Executive Director  
Bobbie Cox, Operations Director  
Kristin Klug, Finance Administrator  
Crystal Meyers, Administrative Assistant

**Others Present:** Jerry Daeke – County Commissioner  
Bob Deen  
Bill Albert  
Dave Korb  
Robert Kroll  
Charles Mirman  
Barry Lerman

**CALL TO ORDER**

**Open Session – Chairman,** Bill Bateman, opened session.

**A. Closed Session**

*(None)*

**B. Open Session: Inquiry made by Chairman:** *Does any Authority member have a conflict of interest concerning agenda items the Board will address in this meeting?*

*(None)*

**C. Approval of previous meeting minutes:**

1. Requested formal approval of the Moore County Airport Authority July 12<sup>th</sup>, 2016 Meeting Minutes.

- Upon motion made by Secretary, Mike Jones, and seconded by Vice Chairman, George Parker, the Authority voted 4 to 0 to approve the Moore County Airport Authority July 12<sup>th</sup>, 2016 Meeting Minutes.

**D. Public Comments – Moderated by Chairman, William Bateman:**

1. Charles Mirman commented on the initial appointments of the Board of Directors for the proposed 501 (C) (3) program, Friends of Moore County Airport Foundation. Mr. Mirman's opinion is to have the make-up of the Board be outside members and not that of the Authority. Mr. Mirman also offered his services to sit on the Foundation Board.

**E. Presentations**

*(None)*

**F. Public Hearing**

*(None)*

**G. Reports**

- *Financial Report* – Kris Klug reviewed the financial activities for July 2016:
  - **Fuel:**
    - Sales were \$14K lower than the previous July and \$31K below the prior month.
    - Volume was up by 427 gallons from last July and 9,740 gallons below the prior month.
    - Highest July volume since July 2009
    - Cutoff date for July was the 28<sup>th</sup> – 2 less days of sales versus the prior year.
    - Transient jet volume decreased by 9,168 gallons from last year. Base jet volume increased by 9,522 from last year
  - **Other Operations:** (July included rental income for two months.)
    - Receipts were \$7K higher than last July.
      - +\$7K Facility Rental - 3% increase for two months (\$767/month) and hangar #57 at full capacity
      - -\$11K Aircraft Maintenance – Outsourced in late FY2016
      - -\$3K Aircraft Services – Landings, ramp fees and callout services all down (fewer transient jet landings)
      - -\$1K Miscellaneous – FOB revenue last fiscal year
      - +\$15K Flight Training- 143 hours of flight time this July versus 41.5 hours last July
    - Overhead expenses were \$37K lower. Last July was a three pay period month (\$22K).
      - -\$11K Administration - \$8K lower for timing of salaries & benefits, \$3K lower for NBAA dues and booth for conference
      - -\$10K Aircraft Maintenance – Outsourced in late FY2016

- -\$13K Aircraft Services – \$10K lower for timing of salaries and benefits, \$2K lower for timing of vehicle fuel and \$1K lower for credit card fees
  - -\$2K Flight Training – \$2K lower for maintenance on rental aircraft.
- **Income from Operations:**
  - A gain of \$49K compared to last July's gain of \$6K. The difference is due to three pay period month last year \$22K, flight department increased volume \$16K and cutoff of invoices on the 25th of the month \$9K.
- **Other Items:**
  - \$2,688 was reimbursed by the insurance carrier for wind and lightning strike damage that occurred early in July.
- **Net Income:**
  - The modified accrual basis is a gain of \$52K. The prior year was a gain of \$6K.
- A **monthly report** of surrounding Airport fuel sale prices within 100 nautical miles of KSOP was provided. Base AVGAS is 11th among competitors, Transient AVGAS 14th among competitors. Base Jet is 5th among competitors, and Transient Jet 18th among competitors.
- *Director's Report* – Executive Director, Steve Borden, reported:
  - Attending the Moore County Transportation Committee meeting on July 27, 2016 and met with the region representative. Discussed the projects for the Moore County Airport.
  - The Harley H. Pope Flight of the Order of Daedalians has been sponsoring flight training up to initial solo for a selected JROTC cadet from an area high school for the past two years. This flight training is jointly funded by the local Flight and the National Order of Daedalians. This year's Cadet, John Hall, was selected to participate in the Cadet Flight Indoctrination Program and on Monday, July 18, 2016. Mr. Hall was assigned, Instructor, Bob Deen, who successfully guided him through his initial solo. His family and friends were at the airport to congratulate him on this achievement.
  - On July 26, 2016 a follow up meeting with Mr. Bob Sweed, an Energy Advisor with Lime Energy. Mr. Sweed is a contractor retained by Duke Energy Progress to discuss the incentive program for changing existing lighting from fluorescent to more sustainable LEDs.
  - The certification documents for Runway 23 were submitted to the DOA. These documents certify the runway approach is clear of obstacles based on criteria in FAA AC150/5300-13A.
  - Receiving confirmation from Talbert & Bright the subcontracts have been issued for the storm drain project to conduct the ground penetrating radar and the video inspection, with a projected start date within the next thirty (30) days.
- *Operation's Report* – Director of Operations, Bobbie Cox, reported:
  - The John Deere Tractor has been returned to service.
  - Hangar # 1's motor has been ordered and will be installed upon receipt.
  - The quotes have been requested and received for the purchase of an Aircraft Dolly. The multiple varieties are being reviewed to determine the best fit for the Airport's purposes before presenting to the Authority for a final decision.

- Due to a recent wildlife strike at the Moore County Airport, the Wildlife permits were reviewed and discussed with the Authority.
- *Flight Department Report* – Executive Director, Steve Borden, reported:
  - The Flight Center having another good month.
  - Total Flight hours for the month of July was 143, down from 180.5 in June 2016.
  - 100 Hour Inspection for N292KF has been completed and N292KF is currently in Maintenance for an engine overhaul due to a wildlife strike. An annual inspection will also be completed during this overhaul.
  - Recently hiring a new flight instructor, Les Scott.
  - The Flight Center Student/Customer Statistics for the Month of **July**:
 

Current Actively Flying Students:	16
Flight School New Inquiries:	14
Flight School Enrollments:	4
Total Student Flights:	76
Owner Aircraft:	4
Rental Flights:	17
Flight Review/Check-out:	5
Scenic Flights:	2
Gift Certificates Purchased:	0
Gift Certificates Utilized:	1

#### **H. Additional Agenda Items**

*(None)*

#### **I. Unfinished Business**

1. Requested review of the Duke Energy Savings Program Proposals and determined a course of action.
  - Two proposals were provided by Duke Energy. The cost to the Airport for proposal # 1 is \$9,484.00, with Duke Energy picking up 46%. Proposal # 2 is a cost of \$12,835.72 to the Airport, which includes additional light fixtures not included in proposal #1.
  - Member, Bob Zschoche, suggested contacting David McNeil, with Duke Energy, to invite him to discuss further with the Airport the options available to do a complete lighting restructure before moving forward with proposals submitted by Duke Energy for energy cost savings.
  - The Authority suggested postponing any decisions pending further discussion and additional requests to be made of Duke Energy.
2. Discussed the course of action necessary to replace the damaged Terminal Awnings.
  - Quotes obtained by roofing companies were presented to the Authority. Metal Awning Covers and Canvas Awning Covers were quoted.
  - Authority agreed all awnings should be replaced, not just the damaged awnings.
  - The Authority's consensus was to replace the awnings with metal.
  - The Authority directed the Airport to move forward with obtaining references from Old North State Roofing Company.

- Upon motion made by Secretary, Mike Jones, and seconded by, member, Bob Zschoche, the Authority voted 4 to 0 to move forward with Old North State Roofing Company to replace all awnings with metal, pending the Executive Director's satisfaction with the references provided by Old North State Roofing Company.
3. A formal review of the Moore County Airport Ramp Tie-Down Fee Schedule & FY 2015-2016 Fee Analysis was conducted by the Authority.
- No changes were made at this time.

**J. New Business**

1. The Authority discussed Aircraft Maintenance Services at the Moore County Airport and determined a course of action.
  - The Authority directed the Executive Director to move forward with soliciting local Aircraft Maintenance Providers.
  - Upon motion made by Secretary, Mike Jones, and seconded by Vice Chairman, George Parker, the Authority voted 4 to 0 to approve a Request for Proposal for Aircraft Maintenance Services to be initiated should the solicitation of local Aircraft Maintenance Providers prove unsuccessful.
2. Request formal review of the 501(C) (3) Program Articles of Incorporation, By-Laws, & the Financial Reporting Evaluation of the Friends of Moore County Airport Foundation.
  - Upon review, and due to the absence of Treasurer, Mark Brenner, the Board tabled this agenda item until the September Authority meeting for further clarification of program protocols and to gain input from Treasurer, Mark Brenner.

**K. Announcements/Adjournment**

1. Chairman, William Bateman, adjourned the meeting of the Moore County Airport Authority and announced the next regular meeting scheduled for Tuesday, September 13th, 2016, at 10:00 a.m. in the Terminal Conference Room at the Moore County Airport.

**L. Adjournment**

1. Chairman, Bill Bateman, adjourned the meeting.

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William Bateman, Chairman  
Moore County Airport Authority

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Michael Jones, Secretary  
Moore County Airport Authority

**Moore County Airport  
Financial Statement Comments  
August 2016**

**Fuel** sales were \$32K higher than the previous August and \$24K higher than the prior month.

- Volume was up by 11,098 gallons from last August and 5,442 gallons above the prior month.
  - Highest August volume since August 2008

**Other Operations**

- Receipts were \$15K higher than last August.
  - + \$4K Facility Rental
  - \$4K Aircraft Maintenance
  - + \$3K Aircraft Services – Ramp parking fees
  - + \$11K Flight Training – 138.9 hours of flight time vs. last August 70.4
- Overhead expenses were \$28K higher than the previous August.
  - + \$10K Admin – \$10K for insurance (pollution policy)
  - + \$8K Facility Maintenance – Utilities \$4K higher due to timing and \$3K higher for building maintenance
  - \$13K Aircraft Maintenance
  - + \$7K Aircraft Services - \$4K higher for vehicle fuel, \$2K higher for equipment repairs and \$1K higher for credit card fees
  - + \$17K Flight Training - \$2K higher for salaries and benefits, \$12K higher for repairs, \$1K higher for pilot supplies and \$1K higher for fuel

**Income from Operations** was a loss of \$1K compared to last August's loss of \$9K.

**Year-To-Date**

**Fuel** sales are \$18K higher than the prior year.

- Volume is up by 11,525 gallons for the first two months versus the prior year

**Other Operations**

- Receipts are \$22K higher than the prior year
  - + \$11K Facility Rental
  - \$15K Aircraft Maintenance
  - + \$26K Flight Training
- Overhead Expenses are \$9K lower than the prior year.
  - \$2K Admin – \$8K lower for wages (timing), \$2K lower for advertising and \$10K higher for insurance
  - + \$7K Facility Maintenance - \$1K lower for wages (timing), \$5K higher for utilities (timing) and \$4K higher for building repairs
  - \$24K Aircraft Maintenance
  - \$6K Aircraft Services – \$10K lower wages (timing), \$2K higher for vehicle fuel and \$2K higher for equipment repairs
  - + \$15K Flight – \$2K higher for wages, \$9K higher for maintenance and \$3K higher for fuel

**Income from Operations** through August was a gain of \$48K versus a loss of \$4K the prior year.

**Net Income** for the year on the modified accrual basis is a gain of \$51K. The prior year was a loss of \$3K.



**Moore County Airport  
Financial Statement  
August 2016 versus August 2015  
Unaudited Numbers**

	August 2016	August 2015	August *B/(W)	YTD August 2016	YTD August 2015	YTD *B/(W)
<b>Fuel</b>						
Fuel Sales	129,773	96,892	32,881	235,353	217,189	18,164
Fuel Expense	76,795	64,457	(12,338)	142,163	144,426	2,263
<b>Fuel Margin</b>	<b>52,978</b>	<b>32,434</b>	<b>20,543</b>	<b>93,190</b>	<b>72,763</b>	<b>20,427</b>
Margin % of Sales	40.8%	33.5%	7.3%	39.6%	33.5%	6.1%
<b>Receipts from Operations Less Fuel</b>						
Facility Rental Income	\$ 34,454	\$ 30,696	\$ 3,758	\$ 101,089	\$ 90,012	\$ 11,077
Aircraft Maintenance	-	4,202	(4,202)	-	14,988	(14,988)
Aircraft Services	12,879	9,974	2,905	19,318	19,249	69
Flight Training	22,964	11,552	11,412	45,023	19,061	25,962
Miscellaneous	1,229	47	1,182	1,350	1,325	25
<b>Receipts</b>	<b>71,526</b>	<b>56,472</b>	<b>15,054</b>	<b>166,780</b>	<b>144,634</b>	<b>22,146</b>
<b>Expenses from Operations Less Fuel</b>						
Administration	40,386	30,349	(10,037)	68,308	69,894	1,586
Depreciation	18,984	18,984	0	37,968	37,968	0
Facilities Maintenance	12,014	4,565	(7,449)	20,998	13,729	(7,269)
Aircraft Maintenance	-	13,408	13,408	-	23,729	23,729
Aircraft and Customer Services	29,403	22,407	(6,996)	50,847	56,908	6,061
Flight Training	24,970	8,396	(16,574)	33,704	18,747	(14,957)
<b>Expenses</b>	<b>125,757</b>	<b>98,109</b>	<b>(27,648)</b>	<b>211,825</b>	<b>220,975</b>	<b>9,150</b>
<b>Total Receipts Including Fuel</b>	<b>201,298</b>	<b>153,363</b>	<b>47,935</b>	<b>402,134</b>	<b>361,823</b>	<b>40,311</b>
<b>Total Expenses Including Fuel</b>	<b>202,552</b>	<b>162,566</b>	<b>39,986</b>	<b>353,988</b>	<b>365,401</b>	<b>11,413</b>
<b>Income (Loss) from Operations</b>	<b>(1,253)</b>	<b>(9,202)</b>	<b>7,949</b>	<b>48,146</b>	<b>(3,578)</b>	<b>51,724</b>
<b>Non Operating Receipts</b>						
Transfer from Cnty General Fund	-	-	-	-	-	-
Transfer from Airport Project Fund	-	-	-	-	-	-
Insurance Funds	-	-	-	2,688	-	2,688
Interest Income	618	328	290	618	328	290
USDOT Reimbursement	-	-	-	-	-	-
<b>Non Operating Expenses</b>						
Hangar Debt Principal	-	-	0	-	-	0
Hangar Debt Interest	-	-	0	-	-	0
Transfer to County	-	-	-	-	-	0
Transfer to Capital	-	-	0	-	-	0
Capital Outlay	-	-	0	-	-	0
DAL Revenue Guarantee	-	-	-	-	-	0
<b>Net Income (Loss)</b>	<b>\$ (635)</b>	<b>\$ (8,874)</b>	<b>\$ 8,239</b>	<b>\$ 51,452</b>	<b>\$ (3,250)</b>	<b>\$ 54,701</b>

\*B/(W) = Better/(Worse)

**Full Accrual**

Modified Accrual	\$ (635)	\$ (8,874)	\$ 51,452	\$ (3,250)
Hangar Debt Principal	-	-	-	-
Transfer to Capital	-	-	-	-
Capital Outlay	-	-	-	-
Prior Year Adjustment for DAL	-	-	-	-
Transfer from Airport Project Fund	-	-	-	-
<b>Net Income Full Accrual</b>	<b>\$ (635)</b>	<b>\$ (8,874)</b>	<b>\$ 51,452</b>	<b>\$ (3,250)</b>

# Breakdown by Area

	<u>August '16</u>	<u>August '15</u>	<u>August B/(W)</u>	<u>August '16 YTD</u>	<u>August '15 YTD</u>	<u>YTD B/(W)</u>
<b>Administration</b>						
Rental Income	34,454	30,696	3,758	101,089	90,012	11,077
Expenses	<u>59,370</u>	<u>49,333</u>	<u>(10,037)</u>	<u>106,276</u>	<u>107,862</u>	<u>1,586</u>
P/(L)	(24,916)	(18,637)	(6,279)	(5,187)	(17,850)	12,664
<b>Facilities Maintenance</b>						
Expenses	12,014	4,565	(7,449)	20,998	13,729	(7,269)
<b>Aircraft Maintenance</b>						
Receipts	0	4,202	(4,202)	0	14,988	(14,988)
Expenses	0	13,408	13,408	0	23,729	23,729
P/(L)	0	(9,205)	9,205	0	(8,741)	8,741
<b>Line/Customer Service</b>						
Fuel Receipts	129,773	96,892	32,881	235,353	217,189	18,164
Fuel Expenses	76,795	64,457	(12,338)	142,163	144,426	2,263
Other Receipts	12,879	9,974	2,905	19,318	19,249	69
Other Expenses	29,403	22,407	(6,996)	50,847	56,908	6,061
<b>Line Service Totals</b>						
Receipts	142,652	106,866	35,786	254,672	236,438	18,234
Expenses	<u>106,198</u>	<u>86,865</u>	<u>(19,334)</u>	<u>193,010</u>	<u>201,334</u>	<u>8,323</u>
P/(L)	36,454	20,001	16,452	61,661	35,104	26,557
<b>Flight Training</b>						
Receipts	22,964	11,552	11,412	45,023	19,061	25,962
Expenses	<u>24,970</u>	<u>8,396</u>	<u>(16,574)</u>	<u>33,704</u>	<u>18,747</u>	<u>(14,957)</u>
P/(L)	(2,006)	3,156	(5,162)	11,319	313	11,006
<b>Miscellaneous</b>						
Receipts	1,229	47	1,182	1,350	1,325	25
<b>Total Operating Receipts</b>	201,298	153,363	47,935	402,134	361,823	40,311
<b>Total Operating Expenses</b>	<u>202,552</u>	<u>162,566</u>	<u>(39,986)</u>	<u>353,988</u>	<u>365,401</u>	<u>11,413</u>
<b>P/(L) from Operating</b>	(1,253)	(9,202)	7,949	48,146	(3,578)	51,724
<b>Other Items</b>						
Receipts	618	328	290	3,306	328	2,978
Expenses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
P/(L) from Other Items	618	328	290	3,306	328	2,978
<b>Net Income/(Loss)</b>	(635)	(8,874)	8,239	51,452	(3,250)	54,701

**MOORE COUNTY AIRPORT  
FINANCE MEASURABLES  
Aug-16**

2016                      2015                      %                      Historical

Unrestricted Net Assets per audit 6/30/15	1,296,295
Less Fund Balance Policy Restriction	(1,000,000)
Available from Unrestricted Net Assets	296,295

**Accounts Receivable**

Current	67,485.61	50,235.92
31-60	10,414.12	3,513.12
61-90	787.72	1,361.27
91 Plus	0.00	184.44
Total A/R	78,687.45	55,294.75

**Fuel**

Jet A Gallons August	29,312	19,462	50.6%
Avgas Gallons August	7,550	6,302	19.8%
Fuel Gallons Pumped August	36,862	25,764	43.1%
Jet Fuel YTD	54,761	44,557	22.9%
Fuel Gallons Pumped YTD FY2017			68,302
Fuel Gallons Pumped YTD FY2016			56,777
Fuel Gallons Pumped YTD FY2015			49,428
Fuel Gallons Pumped YTD FY2014			52,689
Fuel Gallons Pumped YTD FY2013			49,996
Fuel Gallons Pumped YTD FY2012			42,766
Fuel Gallons Pumped YTD FY2011			56,156
Fuel Gallons Pumped YTD FY2010			47,948
Fuel Gallons Pumped YTD FY2009			69,792

**Fuel by Customer Type**

Jet Base	10,305	3,442	199.4%
Jet Transient	19,007	16,020	18.6%
Total Jet for August	29,312	19,462	50.6%
Avgas Base	4,081	3,749	8.9%
Avgas MCA	876	449	95.1%
Avgas Transient	2,593	2,104	23.2%
Total Avgas for August	7,550	6,302	19.8%

**Landings**

Single Engine Landings	308	318	-3.1%
Multi Engine Landings	69	65	6.2%
Jet Landings	74	74	0.0%
Helicopter Landings	12	11	9.1%
MCA Landings	132	45	193.3%
<b>Total Landings August</b>	<b>595</b>	<b>513</b>	<b>16.0%</b>
Base Aircraft Landings August (Less MCA)	219	265	-17.4%
Transient Aircraft Landings August	244	203	20.2%
Jet Landings YTD	137	147	-6.8%
Total Landings YTD	1,067	934	14.2%



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## Jet-A Fuel Prices within 100NM of KSOP (47 results found)

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Sort by: Jet-A Full

Airport	FBO Name	Jet-A Self	Jet-A Full +	Last Updated	Dist/Brg from KSOP
KEYF	<b>Taylor Aviation-EYF</b>	\$2.70	\$2.70	Aug 29, 2016	63NM @ 133°
KHRJ	<b>Warren Aviation</b>		\$2.99	Sep 6, 2016	38NM @ 75°
KJNX	<b>Johnston County Airport</b>		\$3.20	Sep 5, 2016	60NM @ 69°
KDPL	<b>Duplin County Airport</b>	\$3.219	\$3.219	Aug 29, 2016	81NM @ 101°
KGWW	<b>Wayne Executive Jetport</b>	\$2.75	\$3.28	Aug 29, 2016	81NM @ 79°
KAFF	<b>Anson County Airport</b>		\$3.29	Aug 31, 2016	41NM @ 248°
KLBT	<b>Lumberton Regional Airport</b>		\$3.35	Sep 8, 2016	47NM @ 156°
KEQY	<b>Charlotte-Monroe Executive Airport</b>	\$3.10	\$3.49	Aug 29, 2016	71NM @ 257°
KRCZ	<b>Richmond County Airport</b>		\$3.50	Aug 29, 2016	31NM @ 221°
KIGX	<b>Horace Williams Airport</b>		\$3.59	Aug 29, 2016	51NM @ 20°
KCTZ	<b>Clinton Flying Service, Inc.</b>		\$3.70	Aug 29, 2016	60NM @ 107°
KTAA	<b>Raleigh Executive Jetport</b>		\$3.72	Aug 29, 2016	28NM @ 34°
KVUJ	<b>Stanly County Airport</b>		\$3.87	Aug 29, 2016	44NM @ 286°
KMEB	<b>Scotland Aero Services</b>		\$3.89	Aug 29, 2016	30NM @ 177°
KBBP	<b>Rare Air, Inc.</b>		\$3.89	Aug 23, 2016	46NM @ 204°
KEXX	<b>Fly High Lexington LLC</b>		\$3.95	Sep 8, 2016	63NM @ 306°
KHNZ	<b>Aircobra Corp.</b>		\$3.99	Sep 6, 2016	91NM @ 31°
KTDF	<b>Red Mountain Aviation, Inc.</b>		\$3.99	Sep 8, 2016	75NM @ 17°
KSCR	<b>Cardinal Air</b>		\$3.99	Sep 6, 2016	32NM @ 348°
KHBI	<b>Cardinal Air</b>		\$3.99	Aug 29, 2016	40NM @ 315°
KRUQ	<b>Rowan County</b>		\$3.99	Aug 29, 2016	69NM @ 293°
KUDG	<b>Darlington County Airport</b>		\$4.00	Aug 30, 2016	61NM @ 207°
KSIF	<b>Rockingham County / Shiloh Airport</b>		\$4.01	Sep 8, 2016	86NM @ 342°
KSVH	<b>Statesville Flying Service</b>		\$4.25	Sep 6, 2016	95NM @ 292°
KFLO	<b>Precision Air</b>		\$4.40	Sep 5, 2016	75NM @ 194°
KW03	<b>Carolina Air Center, LLC</b>		\$4.42	Sep 6, 2016	87NM @ 65°
KCDN	<b>Camden Jet Center</b>		\$4.43	Aug 23, 2016	93NM @ 225°
KLHZ	<b>Triangle North Executive</b>		\$4.49	Aug 29, 2016	80NM @ 47°

Airport				
KRWI	<b>Air Care, Inc.</b>	\$4.49	Aug 29, 2016	94NM @ 63°
KJQF	<b>Concord Regional Airport -- City Of Concord</b>	\$4.50	Sep 8, 2016	75NM @ 277°
KBUY	<b>Sky South Aviation</b>	\$4.65	Aug 29, 2016	56NM @ 355°
KCLT	<b>Wilson Air Center</b>	\$4.69	Sep 2, 2016	88NM @ 268°
KLKR	<b>Lancaster County Airport</b> \$4.47	\$4.75	Sep 7, 2016	90NM @ 246°
K2A5	<b>Causey Aviation Service</b>	\$4.93	Aug 29, 2016	48NM @ 344°
K14A	<b>Race City Flight Operations</b>	\$4.99	Aug 29, 2016	88NM @ 287°
KCQW	<b>Hall Aviation</b>	\$5.00	Aug 30, 2016	48NM @ 221°
KFAY	<b>Signature Flight Support</b>	\$5.05	Sep 8, 2016	33NM @ 120°
K5W4	<b>(Skydive) Paraclete Aviation</b>	\$5.50	Sep 6, 2016	18NM @ 143°
KRDU	<b>Signature Flight Support</b>	\$5.833	Sep 8, 2016	55NM @ 37°
KGSO	<b>Signature Flight Support</b>	\$5.846	Sep 8, 2016	67NM @ 332°
KRDU	<b>Tac Air</b>	\$5.94	Sep 8, 2016	55NM @ 37°
KINT	<b>Signature Flight Support</b>	\$6.319	Sep 8, 2016	77NM @ 322°
KGSO	<b>Signature Flight Support</b>	\$5.50*	Apr 12, 2016	67NM @ 332°
KHVS	<b>Skyline Aviation Services</b>	\$4.45*	Jul 1, 2015	70NM @ 215°
KW40	<b>Bass Aviation, Inc.</b>	\$3.03	Sep 6, 2016	76NM @ 90°
KHYW	<b>Conway Aviation</b>	\$2.58	Sep 8, 2016	98NM @ 171°
KACZ	<b>Wallace Henderson Field Airport</b>	\$2.99	Aug 29, 2016	86NM @ 114°

\* Fuel prices marked in **RED** are over 30 days old, and are deliberately ranked lower in the search results.

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Jet-A

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Airport	FBO Name	100LL Self	100LL Full +	Last Updated	Dist/Brg from KSOP
KHRJ	Warren Aviation	\$3.59	\$3.59	Sep 6, 2016	38NM @ 75°
KT73	Kirk Air Base		\$3.60	Aug 23, 2016	82NM @ 242°
KLBT	Lumberton Regional Airport	\$3.60	\$3.60	Sep 8, 2016	47NM @ 156°
KCPK	Columbus County Airport	\$3.60	\$3.60	Aug 29, 2016	76NM @ 150°
KDPL	Duplin County Airport	\$3.659	\$3.659	Aug 29, 2016	81NM @ 101°
KMAO	Marion County Airport		\$3.837	Aug 30, 2016	73NM @ 177°
KEYF	Taylor Aviation-EYF	\$3.85	\$3.85	Aug 29, 2016	63NM @ 133°
KCTZ	Clinton Flying Service, Inc.		\$3.88	Aug 29, 2016	60NM @ 107°
KRCZ	Richmond County Airport	\$3.90	\$3.90	Aug 29, 2016	31NM @ 221°
KHBI	Cardinal Air	\$3.99	\$3.99	Aug 29, 2016	40NM @ 315°
KSCR	Cardinal Air	\$3.99	\$3.99	Sep 6, 2016	32NM @ 348°
KJNX	Johnston County Airport		\$4.02	Sep 5, 2016	60NM @ 69°
KGWW	Wayne Executive Jetport	\$3.69	\$4.07	Aug 29, 2016	81NM @ 79°
KVUJ	Stanly County Airport	\$3.74	\$4.12	Aug 29, 2016	44NM @ 286°
KHNZ	Aircobra Corp.		\$4.29	Sep 6, 2016	91NM @ 31°
KEQY	Charlotte-Monroe Executive Airport	\$3.70	\$4.40	Aug 29, 2016	71NM @ 257°
KSIF	Rockingham County / Shiloh Airport		\$4.53	Sep 8, 2016	86NM @ 342°
KDAN	General Aviation		\$4.55	Sep 8, 2016	92NM @ 1°
KBUY	Burlington Aviation		\$4.593	Sep 3, 2016	56NM @ 355°
KIGX	Horace Williams Airport		\$4.62	Aug 29, 2016	51NM @ 20°
KLKR	Lancaster County Airport	\$4.14	\$4.68	Sep 7, 2016	90NM @ 246°
KLHZ	Triangle North Executive Airport		\$4.69	Aug 29, 2016	80NM @ 47°
K14A	Race City Flight Operations		\$4.70	Aug 29, 2016	88NM @ 287°
KRUQ	Rowan County	\$3.99	\$4.75	Aug 29, 2016	69NM @ 293°
KRWI	Air Care, Inc.		\$4.80	Aug 29, 2016	94NM @ 63°
KW03	Carolina Air Center, LLC		\$4.85	Sep 6, 2016	87NM @ 65°
K2A5	Causey Aviation Service		\$4.87	Aug 29, 2016	48NM @ 344°
KSVH	Statesville Flying Service		\$4.89	Sep 6, 2016	95NM @ 292°

KEXX	<b>Fly High Lexington LLC</b>	\$3.95	\$4.90	Sep 8, 2016	63NM @ 306°
KJQF	<b>Concord Regional Airport -- City Of Concord</b>		\$4.90	Sep 8, 2016	75NM @ 277°
KTTA	<b>Raleigh Executive Jetport</b>	\$4.81	\$4.91	Aug 29, 2016	28NM @ 34°
KFLO	<b>Precision Air</b>	\$4.09	\$4.98	Sep 5, 2016	75NM @ 194°
KTDF	<b>Red Mountain Aviation, Inc.</b>		\$4.99	Sep 8, 2016	75NM @ 17°
KBUY	<b>Sky South Aviation</b>		\$4.99	Aug 29, 2016	56NM @ 355°
KCQW	<b>Hall Aviation</b>		\$5.00	Aug 30, 2016	48NM @ 221°
KCDN	<b>Camden Jet Center</b>		\$5.12	Aug 23, 2016	93NM @ 225°
KBBP	<b>Rare Air, Inc.</b>		\$5.30	Aug 23, 2016	46NM @ 204°
KCLT	<b>Wilson Air Center</b>		\$5.32	Sep 2, 2016	88NM @ 268°
KFAY	<b>Signature Flight Support</b>		\$5.44	Sep 8, 2016	33NM @ 120°
KBQ1	<b>Gilliam McConnell Airfield</b>		\$5.50	Sep 6, 2016	7NM @ 339°
KGSO	<b>Signature Flight Support</b>	\$4.98	\$5.52	Sep 8, 2016	67NM @ 332°
K5W4	<b>(Skydive) Paraclete Aviation</b>		\$6.00	Sep 6, 2016	18NM @ 143°
KINT	<b>Signature Flight Support</b>	\$4.00	\$6.35	Sep 8, 2016	77NM @ 322°
KRDU	<b>Signature Flight Support</b>		\$6.77	Sep 8, 2016	55NM @ 37°
KRDU	<b>Tac Air</b>		\$6.82	Sep 8, 2016	55NM @ 37°
KGSO	<b>Signature Flight Support</b>	\$4.88*	\$5.55*	Apr 12, 2016	67NM @ 332°
KHVS	<b>Skyline Aviation Services</b>		\$4.55*	Jul 1, 2015	70NM @ 215°
KHYW	<b>Conway Aviation</b>	\$3.72		Sep 8, 2016	98NM @ 171°
KPYG	<b>Town of Pageland</b>	\$4.75		Sep 7, 2016	64NM @ 237°
KW88	<b>Murphy Aviation</b>	\$4.45		Sep 6, 2016	68NM @ 340°
K2GC	<b>Cape Fear Aviation</b>	\$4.40		Aug 29, 2016	38NM @ 127°
KUDG	<b>Darlington County Airport</b>	\$4.30		Aug 30, 2016	61NM @ 207°
KAFP	<b>Anson County Airport</b>	\$3.88		Aug 31, 2016	41NM @ 248°
KACZ	<b>Wallace Henderson Field Airport</b>	\$3.65		Aug 29, 2016	86NM @ 114°
KMEB	<b>Scotland Aero Services</b>	\$4.66		Aug 29, 2016	30NM @ 177°
KW40	<b>Bass Aviation, Inc.</b>	\$3.87		Sep 6, 2016	76NM @ 90°
K8A7	<b>Star Aircraft</b>	\$3.99*		Jun 27, 2016	76NM @ 307°
K52J	<b>Lee County</b>	\$3.80		Aug 30, 2016	83NM @ 215°

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Moore County Airport-Update: 10 August 2016 – 13 September 2016  
(Highlights only)

1. Attended the TARPO meeting on 18 August 2016. The meeting agenda included discussion of the STI Regional project scores and ranking. The Division Needs projects will be addressed during the 13 October meeting.
2. On 19 August 2016 we had another follow up meeting with Mr. Bob Sweed from Lime Energy to further discuss the incentive program for changing existing lighting from fluorescent to more sustainable LEDs. Additional information about this visit will be discussed later in the meeting.
3. Additionally, on 19 August 2016 we had the annual meeting with our insurance company to discuss our policies.
4. On Thursday 24 August 2016 Mr. Clyde McCullough from the FAA FSDO office in Greensboro stopped by to review the aircraft logs for our aircraft.
5. Attended the Moore County Transportation Committee meeting on 31 August 2016.
6. The Boy Scout Troop 1 Assistant Scout Master, Ms. Debbie D'Auria met with us on 31 August 2016 to discuss holding a Scout Jamboree on the Air event at the airport. The event involves local ham radio operators who set up their equipment and provide the Scouts with the opportunity to communicate with other Scouts around the globe. In addition, there will be other displays highlighting how various professions use radio equipment for communications.
7. We have been working with Talbert & Bright regarding the door limit switches on the Executive Hangars. The question we are researching is why the door up-limit switches are set at 16 feet 6 inches when the clear opening annotated on the plans is 18 feet.
8. Held the pre-construction meeting for the storm drain inspection on 8 September 2016.

### **September 2016 Operations Report:**

1. The canvas awning damage will be replaced with metal roofing panels by Olde North State Roofing. They have put us on their schedule to come out and install the metal panels and will call and advise the repair date.
2. The motor on hangar # 1 has been replaced by Marvin Allen Door Company, Inc.
3. We have three quotes on an aircraft flat tire dolly and recommend the Iron Tire Dolly.
4. On August 29 the John Deere tractor was picked up by Shorty's Service Center and put into the shop for repairs to the PTO drive shaft.

1. The tow bar **from Brackett** can be used to tow most aircraft with a nose wheel gross weight up to 4,000 lbs. For use as a flat tire dolly the max load weight should not exceed 6,000 lbs.

The cost is \$3,146.00

This tow bar will need two people to operate, one to drive the tow tractor and one to either use a second tug or walk and steer with the long handle.

This tow bar uses a winch around the strut to pull the aircraft onto the cradle which could cause additional damage.

2. **The 4K Plane Skate** flat tire dolly is designed for aircraft 10,000 lbs. gross weight or less. The maximum single-point gear leg strength is 4,000lbs.

The cost is \$3,835.63

This tow dolly also uses a winch around the strut to pull the aircraft onto the cradle which could cause additional damage.

3. The **Iron Tire** flat tire dolly is designed for aircraft up to 18,000 lbs. After positioning this tow dolly it uses a hydraulic hand pump to cradle and lift the tire.

The cost is \$5,453.00

No winching is required.

My **recommendation is that we invest in the Iron Dolly** because it can move larger aircraft, no winching is required and it can be operated by one person if need be.



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Transaxle

TugMAXXE

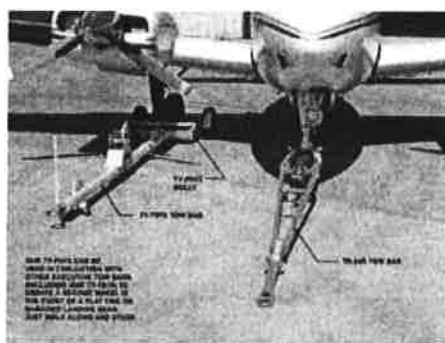
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## BRACKETT MULTI-LINK FLAT TIRE DOLLY



(Click Image for a larger view)



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This towbar model TY-TB-FTD can be used to tow most aircraft with a nose wheel gross weight of up to 4,000 lbs. For use as a flat tire dolly the max load should not exceed 6,000 lbs. This towbar can also be used in cases where it is necessary to lower the tail of the aircraft to get into some T-Hangars. This towbar is very easy on the aircraft. The strap and tires absorb the startup shock. If you turn past the limits (don't), the nose wheel will slide on the pan. With the tow bar mounted on the front of the tug, drive the towbar up to the front of the tire. Stop a few inches short. Place the rubber protected hook or strap around the strut and winch it up on the pan to the stop.

### Special Order

★★★★★ (0) [review this](#)

Part # 13-04159

Quantity:  \$3146.00/ea

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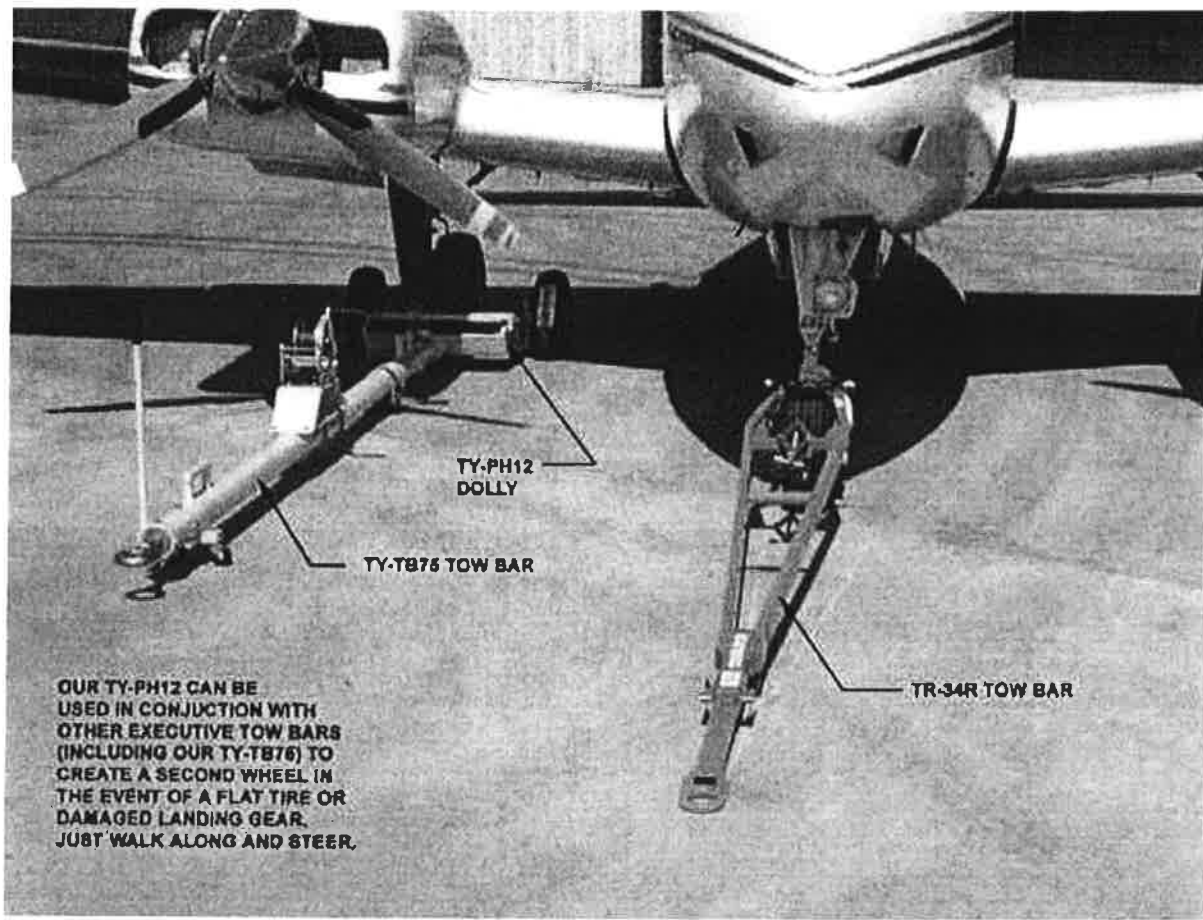
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August 2, 2016

Bobbie Cox  
Moore County Airport  
7825 Aviation Drive  
Carthage, NC 28327

Re: 4K Plane Skate Quotation

Below is the information for purchase of a 4K Plane Skate.

4K Plane Skate	\$3,495.00
Freight charges to zip code 28327	<u>340.63</u>
	\$3,835.63

This quotation is valid for 30 days.

Thank you,

Michele Lyrek

---

**Buffalo Municipal Airport – 1313 County Road 134 – Buffalo, MN 55313**

**Phone: 763-682-1516 Fax: 763-682-1552**

**westmetroaviat@aol.com | www.westmetroaviation.com**

IT WORKS	4K PLANESKATE	30K PLANESKATE	VIDEOS	LOADING METHODS	PURC
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# THE 4K PLANESKATE

**The 4K PlaneSkate is designed for 10,000 lbs. gross weight aircraft or less. The 4K PlaneSkate has a maximum single-point gear leg strength of 4,000 pounds!**

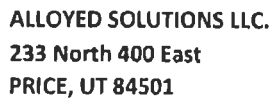


**The 2nd Generation 4K PlaneSkate is the fastest and safest way of moving a disabled aircraft with a flat tire from a hard surface runway, taxiway, or ramp without having to go through the time consuming process of using jacks or removing the tire, brake assembly or wheel fairings. The 2nd Gen. 4K PlaneSkate reduces any unnecessary runway closure time and takes only minutes to load and move. Saving your airport time and money**

The 4K Planeslate is made of quarter inch solid steel plates with eight (8) 1250 lbs. heavy-duty casters (4,000 lbs per landing gear leg), making this durable platform capable of moving most aircraft with a gross weight of 10,000 lbs. and less.

**It is also designed with ample area room the platform to load most aircraft equipped with wheel fairings. It even works on tail wheel aircraft!**





Date	Quote #
7/21/2016	1096

<b>CUSTOMER</b>
Moore County Airport
Bobbi Cox

Terms		Best Delivery
UPON RECEIPT		
Est. Shipping	Tax	TOTAL

ALLOYED SOLUTIONS  
PHONE: 435-820-6007  
or PHONE: 435-650-2174  
angie@redtailaviation.com  
mason\_jwinters@yahoo.com

<b>TOTAL</b>	<b>\$ 5,453.00</b>
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# AIRCRAFT WHEEL DOLLY IRON TIRE<sup>TM</sup>

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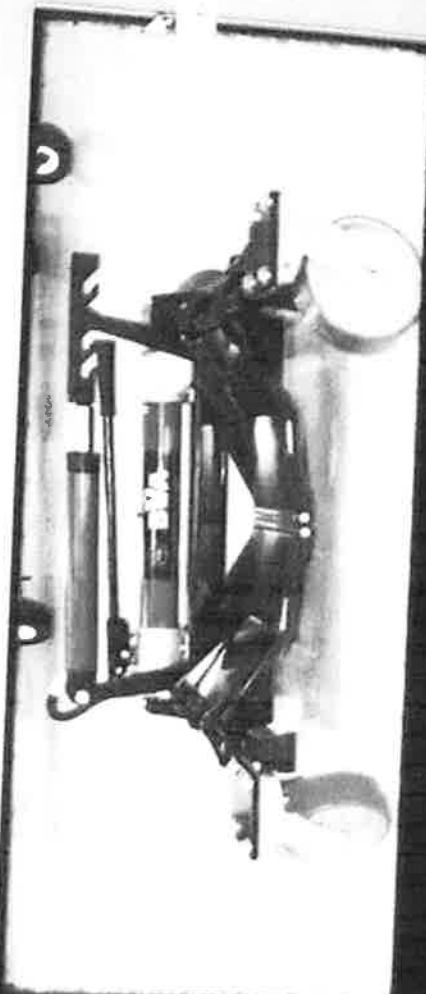
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## No More Closed Runways!

Having an aircraft with a flat tire can result in hours of airport closure along with a loss of time and money. The Iron Tire aircraft wheel dolly makes this a problem of the past. It takes about as long to remove an airplane, as it does to drive the lug out there and tow it away. In minutes your line person or office personnel will have your airport back up and running, and the aircraft will be safely tucked away in the maintenance hangar.

The Iron Tire Aircraft Wheel Dolly



# Flight Department

Based on Accounting Month

Hours	Aug '15	Sep '15	Oct '15	Nov '15	Dec '15	Jan '16	Feb '16	Mar '16	Apr '16	May '16	June '16	July '16	Aug '16
N292KF	19.3	11.4	10.5	16.7	11.7	20.2	11.9	26.1	35.5	27.0	53.7	25.6	0.6
N291KF	10.3	17.2	32.5	11.6	19.7	5.8	13.5	33.2	38.4	25.1	60.0	48.8	72.9
N139ME	36.8	13.3	9.4	15.5	22.6	15.3	23.4	43.4	21.3	11.0	55.8	57.8	56.2
Owner Aircraft	2.2	11.4	0.0	23.8	15.4	16.0	16.3	8.7	10.1	0.0	9.8	7.2	6.7
Flight Department (Non Revenue)	1.8	5.7	9.5	0.3	0.0	0.0	0.0	2.8	1.1	1.0	1.2	3.6	2.5
Total Hours of Flight Time	70.4	59.0	61.9	67.9	69.4	57.3	65.1	114.2	106.4	64.1	180.5	143.0	138.9

## # of Solo Hours Included Above

N292KF	5.0	1.7	4.1	3.3	3.4	1.5	1.8	7.8	5.4	6.0	14.0	9.0	0.0
N291KF	2.2	1.4	7.0	5.1	3.3	5.0	6.5	7.4	12.6	6.6	9.1	10.4	13.8
N139ME	10.8	4.1	0.0	1.0	5.0	2.3	9.0	9.1	1.7	1.3	20.0	11.7	19.2
Total # of Solo Hours	18.0	7.2	11.1	9.4	11.7	8.8	17.3	24.3	19.7	13.9	43.1	31.1	33.0

## Instructor Time (Includes Ground Time)

Thompson	6.0	36.9	41.9	19.6	26.1	23.1	18.0	38.2	44.2	24.0	43.4	18.1	21.2
Stevens	67.0	28.3	43.3	65.5	39.8	55.5	49.1	66.1	49.5	15.4	73.6	54.8	51.0
Buffton (Oct '15)	8.6	0.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Borden	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.7	0.0	2.1	0.0	0.0	0.0
Cook	0.0	0.0	3.1	15.0	27.8	11.2	18.8	20.6	18.7	9.0	30.5	24.4	15.1
Deen	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.8	25.5	35.8	57.3	47.4	48.8
Scott	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	12.8
Total Instructor Time	81.6	65.2	89.3	100.1	93.7	89.8	85.9	127.4	137.9	86.3	204.8	144.7	148.9

## *Moore County Airport*

### *Flight Center Statistics*

#### Students

	<u>Aug-15</u>	<u>Sep-15</u>	<u>Oct-15</u>	<u>Nov-15</u>	<u>Dec-15</u>	<u>Jan-16</u>	<u>Feb-16</u>	<u>Mar-16</u>	<u>Apr-16</u>	<u>May-16</u>	<u>Jun-16</u>	<u>Jul-16</u>	<u>Aug-16</u>
# of Students Active in Flt. Ctr. Programs	-	-	-	-	-	-	-	-	-	43	49	55	88
# of Students Actively Flying for the Month	6	8	10	7	9	16	12	11	12	13	25	16	24
# of Renters (Active within last 12 Months)	-	-	-	-	-	-	-	-	-	25	26	23	26
# of Owner Aircraft Students	1	5	3	2	1	3	2	2	3	3	2	4	3

#### Flights

# of Student Flights	29	23	30	17	17	18	23	48	53	35	72	76	71
# of Owner Aircraft Flights	-	-	-	-	-	-	-	-	-	0	9	0	0
# of Rental Flights	9	4	6	6	10	11	5	6	5	8	10	17	15
Flight Review and Rental Check-Out Flights	9	6	4	1	3	3	2	6	4	1	4	5	3
Scenic Flights/Gift Certificates	3	1	3	1	6	2	1	3	4	1	2	2	2
Total # of Flights	50	34	43	25	36	34	31	63	66	45	97	100	91

#### Enrollments

New Student Enrollments	2	6	2	1	2	10	4	7	5	7	6	4	13
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#### Inquiries

Flight School Inquiries (***)	18	17	7	4	14	20	8	9	8	10	10	14	15
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#### Gift Certificates

Gift Certificates Purchased	3	1	1	0	12	0	0	0	0	0	3	0	0
Gift Certificates Used	0	0	0	2	2	2	1	1	2	1	1	1	0

\*\*\* Multiple Sources for Inquiries: Only Inquiries by Flight Administrator Reported

Note: Columns with a (-) indicate no data recorded for that month

**ARTICLES OF INCORPORATION  
OF FRIENDS OF MOORE COUNTY AIRPORT FOUNDATION**

The undersigned, being a natural person of the age of eighteen (18) years or more, hereby makes and acknowledges these Articles of Incorporation for the purpose of forming a non-profit corporation under and by virtue of the laws of the State of North Carolina as contained in Chapter 55A of the North Carolina General Statutes entitled the “Non-Profit Corporation Act” and the several amendments thereto (the “NCA”).

**ARTICLE I**

The name of the corporation is Friends of Moore County Airport Foundation (the “Corporation”).

**ARTICLE II**

The period of duration of the Corporation shall be perpetual unless sooner dissolved in accordance with the NCA.

**ARTICLE III**

The purposes of the Corporation include, inter alia, (a) education of the general public, and particularly area youth, about the use and operation of aircraft and the Moore County Airport, (b) provision of expertise, funds, and in-kind assistance to the Moore County Airport, a facility owned by Moore County, North Carolina, and (c) provision of scholarship assistance for area youth interested in a career in aviation. The Corporation will be a charitable or religious corporation within the meaning of the North Carolina General Statutes Section 55A-1-40(4).

**ARTICLE IV**

The Corporation is organized and operated exclusively for the sole benefit of, to perform the functions of, and to carry out the charitable, educational and benevolent purposes described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, (the “Code”) including, but not limited to, the promotion and funding of independent primary and secondary education and those other activities more particularly set forth in the bylaws.

The activities of the Corporation shall be limited to only those activities allowed by a non-profit organization with tax-exempt status under Code Section 501(c)(3) or the corresponding provisions of any successor federal tax code.

No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to, its directors, trustees, officers or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered to the Corporation and to make payments and distributions in furtherance of the purposes set forth in this Article IV hereof.

No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate or intervene in any political campaign on behalf of, or in opposition to, any candidate for public office. Notwithstanding any other provision of these Articles of Incorporation, the Corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Code Section 501(c)(3), as amended, or the corresponding section of any successor federal tax code, or (b) by a corporation, contributions to which are deductible under Code Section 170(c)(2), or the corresponding section or any successor federal tax code.

**ARTICLE V**

The Corporation will not have members.

**ARTICLE VI**

The name of the registered agent is RMR Services LLC. The street address and mailing address of the initial registered office of the Corporation is 120 Applecross Road, Pinehurst, North Carolina 28374.

## **ARTICLE VII**

The street address of the principal office of the Corporation is [\_\_\_\_\_] (Moore County). The mailing address of the principal office of the Corporation is [\_\_\_\_\_].

## **ARTICLE VIII**

A director shall not be personally liable to the Corporation for monetary damages arising out of any action, whether by or in the right of the Corporation or otherwise, for any breach of duty as a director, except for liability with respect to (a) acts or omissions that the director at the time of the breach knew or believed were clearly in conflict with the best interests of the Corporation, (b) any liability under N.C.G.S. 55A8-32 or N.C.G.S. 55A-8-33, and (c) any transaction from which the director derived an improper personal financial benefit. As used herein, the term "improper personal benefit" does not include a director's reasonable compensation or other reasonable incidental benefit for or on account of service as a director, officer, employee, independent contractor, attorney or consultant of the Corporation. If the North Carolina General Statutes are amended after the date of these Articles to authorize corporate action further eliminating or limiting the personal liability of directors, then the liability of a director of the Corporation shall be eliminated or limited to the fullest extent permitted by the North Carolina General Statutes, as so amended. No amendment or repeal of the provisions of this Article VIII shall apply to or have any effect on the liability or alleged liability of any director of the Corporation for or with respect to any act or failure to act on the part of such director occurring prior to such amendment or repeal. The provisions of this Article VIII shall not be deemed to limit or preclude indemnification of a director by the Corporation for any liability which has not been eliminated by the provisions of this Article VIII.

## **ARTICLE IX**

In the event of the termination, dissolution or winding up of the affairs of the Corporation in any manner or for any reason whatsoever, the Directors shall, after paying or making provision for payment of all liabilities of the Corporation, distribute all of the remaining assets and property of the Corporation to such organization or organizations organized and operated exclusively for charitable, educational or scientific purposes under Code Section 501(c)(3) or Code Sections 170(b)(1)(A) (ii) and (iii) as may be directed by the Directors of the Corporation. Any such assets not so disposed shall be disposed of by the Superior Court of Moore County, North Carolina exclusively to such eligible organization or organizations as said court shall determine, that are organized and operated for such purposes pursuant to Code Section 501(c)(3) or to such local, state or federal governmental entities for such purposes.

## **ARTICLE X**

The affairs of the Corporation shall be managed and governed by the Board of Directors of the Corporation. The Board of Directors may delegate any management functions it deems advisable. The number and method of election of directors, meetings, and other matters relating to directors shall be determined by the Bylaws subject to the provisions of this Article.

## **ARTICLE XI**

The name and address of the incorporator is Stephen F. Later, 120 Applecross Road, Pinehurst, North Carolina 28374.

## **ARTICLE XII**

These Articles of Incorporation shall be effective upon filing in the office of the North Carolina Secretary of State.

This the \_\_\_\_ day of June, 2016.

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Stephen F. Later  
Incorporator

**BYLAWS  
OF  
FRIENDS OF FRIENDS OF MOORE COUNTY AIRPORT FOUNDATION**

**ARTICLE I**

Principal Office

The principal office of Friends of Moore County Airport Foundation (the “Company”) shall be located at [\_\_\_\_\_] or at such other place as the Board of Directors may determine.

**ARTICLE II**

Purposes

The objects and purposes for which the Company is formed are set forth in its Articles of Incorporation.

**ARTICLE III**

Directors

1. General Powers. All corporate powers shall be exercised by or under the authority of, and the affairs of the Company shall be managed under the direction of the Board of Directors of the Company. Unless indicated otherwise, “Board of Directors” shall mean the Board of Directors of the Company.

2. Number and Qualification. The Board of Directors shall be elected by the incumbent Board of Directors at its annual meeting. The number of directors shall be no less than three (3) and no more than seven (7). The number of directors may be changed from time to time by amendment to these Bylaws, provided that no decrease in the number shall have the effect of shortening the term of any incumbent director. Directors of the Company need not be residents of the State of North Carolina.

3. Terms. Each director shall serve until the director resigns, dies, is removed, replaced or is otherwise unable to serve. Each director shall serve a three-year term. In the event of a vacancy, a replacement director will serve the remaining term of the director being replaced, and this will not be counted as his initial term. One third of the number of initial Directors shall serve a term of one year, one third shall serve a term of two years, and one third shall serve a term of three years so that the term of future directors will be staggered.

4. Initial Directors. The initial board of directors shall be the individuals named in the resolution authorizing the adoption of these bylaws. They shall serve until the Board of Directors, at its next regularly scheduled annual meeting, conducts elections to be held in accordance with these bylaws.

5. Removal. Any elected director may be removed, with or without cause, upon the vote of a majority of all of the Board of Directors then in office.

6. Vacancies. Vacancies occurring in the Board of Directors may be filled upon the vote of a majority of all of the Board of Directors then in office.

7. Compensation. Directors shall not be compensated for their services as such, but the Board of Directors may provide for the payment of expenses which are incurred by directors in connection with the performance of their duties.

8. Executive Committee. By action of a majority of the number of directors then in office, the Board of Directors may elect an Executive Committee consisting of the Chair and two or more other directors. Subject to such restrictions and limitations as may be imposed from time to time by the Board of Directors, the Executive Committee shall have and may exercise the full authority of the Board of Directors in the management of the Company, except that it shall have no authority as to the following matters: (a) distributions, as defined in the North Carolina Nonprofit Corporation Act; (b) the dissolution, merger or consolidation of the Company, the amendment of the Articles of Incorporation of the Company, or the sale, lease or exchange of all or substantially all of the property of the Company; (c) the designation of any committee of the Board of Directors or the filling of vacancies in the Board of Directors or in any such committee; (d) the amendment or repeal of the bylaws or the adoption of new bylaws; or (e) the amendment or repeal of any resolution of the Board of Directors which by its terms shall not be so amendable or repealable. The Executive Committee shall report to the Board of Directors from time to time with respect to significant actions taken by it.

9. Other Committees. By action of a majority of the number of directors then in office, the Board of Directors may from time to time designate such other committees as in the judgment of the Board of Directors may be necessary to carry out the objects and purposes of the Company and may determine the duties and tenure of each such committee.

## ARTICLE IV

### Meetings of Directors

1. Regular Meetings. The Board of Directors may provide, by resolution, the time and place, either within or without the State of North Carolina, for the holding of its annual meeting and any regularly scheduled meetings. The annual meeting shall be held at a time and place to be determined by the Board of Directors, and shall be held each year at such time as the Board of Directors may fix, for the purpose of electing directors and officers and for the transaction of other business.

2. Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the Chair, Secretary, Treasurer or any two directors, or, in the case of a committee meeting, by the chair of the committee. Such meetings may be held within or without the State of North Carolina, and should include an agenda and purpose of the meeting.

3. Notice of Meetings. Annual meetings and regular meetings of the Board of Directors may be held with five (5) days prior notice. The person or persons calling a special meeting of the Board of Directors shall provide notice at least 48 hours before the meeting. Notice under this provision may be given by any usual means of communication, including without limitation, personal notice, written notice and electronically communicated notices. Such notice need not specify the purpose for which the meeting is called.

4. Waiver of Notice. Any director may waive any required notice before or after the date and time stated in the notice. Attendance at or participation by a director in a meeting shall constitute a waiver of notice of such meeting, unless the director at the beginning of the meeting (or promptly upon arrival) objects to holding the meeting or transacting any business at the meeting and does not thereafter vote for or assent to action taken at the meeting.

5. Quorum. One-half of the directors in office shall constitute a quorum for the transaction of business at a board meeting of the Board of Directors. One-half of the members of a committee of the Board of Directors shall constitute a quorum for the transaction of business at a meeting of the committee.

6. Manner of Acting. Except as otherwise provided by law, the Articles of Incorporation or these bylaws, the act of a majority of the directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

7. Conflict of Interest Transactions.

A. Definition: “Conflict of interest transaction” means any transaction in which a director has a direct interest or an indirect interest. A director has a direct interest in a transaction if the director or a member of the director’s immediate family has either a material financial interest in the transaction or a relationship with the other parties to the transaction that might reasonably be expected to affect his or her judgment. A director has an indirect interest in a transaction if either (i) another entity in which the director has a material financial interest or in which the director is a general partner is a party to the transaction, or (ii) another entity of which the director is also a director or is an officer or trustee is a party to the transaction and the transaction is of sufficient importance that it should be considered by the Board of Directors of the Company.

B. Special Requirements: A conflict of interest transaction is not voidable by the Company solely because of a director’s interest in the transaction if (i) the material facts of the transaction and the director’s interest were disclosed or known to the Board of Directors or a committee of the Board and the Board or Committee authorized, approved or ratified the transaction, or (ii) the transaction was fair to the Company.

C. Disclosure: A director who has a direct or indirect interest in any transaction presented to the Board of Directors or any committee of the Board shall disclose his or her interest.



D. Approval: A conflict of interest transaction must be authorized, approved or ratified by the affirmative vote of a majority of the directors (not fewer than two) on the Board of Directors (or the appropriate committee) who have no direct or indirect interest in the transaction and to whom the material facts of the transaction and of any director's interest in the transaction were disclosed or known. If a majority of the directors, who have no direct or indirect interest in the transaction vote to authorize, approve or ratify the transaction, a quorum is present for the purpose of taking such action. The presence of, or a vote cast by, a director with a direct or indirect interest in the transaction does not affect the validity of any action taken in accordance with this paragraph.

8. Presumption of Assent. A director of the Company who is present at a meeting of the Board of Directors or a committee of the Board of Directors when corporate action is taken shall be deemed to have assented to the action taken unless the director objects at the beginning of the meeting (or promptly upon arrival) to holding it or transacting business at the meeting, the director's dissent or abstention from the action is entered in the minutes of the meeting, or the director files written notice of dissent or abstention with the presiding officer of the meeting before its adjournment or with the Company immediately after the adjournment of the meeting. The right of dissent or abstention is not available to a director who voted in favor of the action taken.

9. Attendance by Telephone or Video Conference. The Board of Directors may permit any or all directors to participate in a regular or special meeting by, or conduct the meeting through the use of, any means of communication by which all directors participating may simultaneously hear each other during the meeting. A director participating in a meeting by this means is deemed to be present in person at the meeting.

10. Informal Action by Directors. Action taken without a meeting is nevertheless Board action if written consent to the action in question, describing the action taken, is signed by all the directors and filed with the minutes of the proceedings of the Board or filed with the corporate records, whether done before or after the action so taken. Such action shall be effective when the last director signs the consent, unless the consent specifies a different effective date. Consent may be given in writing or by electronic communication.

11. Resignation. Any Director may resign at any time by delivering written notice to the President or the Secretary at the registered office of the corporation, or by giving oral or written notice at any meeting of the Directors. Any such resignation shall take effect at the time specified therein, or if the time is not specified, upon delivery thereof and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

12. Board Committees

A. Standing or Temporary Committees

The Board, by resolution adopted by a majority of the Directors in office, may designate and appoint one or more standing or temporary committees, each of which shall consist of two or more Directors. Such committees shall have and exercise the authority of the Directors in the

management of the corporation, subject to such limitations as may be prescribed by the Board; except that no committee shall have the authority to: (i) amend, alter, or repeal these Bylaws; (ii) elect, appoint or remove any member of any other committee or any Director or officer of the corporation; (iii) amend the Articles of Incorporation; (iv) adopt a plan of merger or consolidation with another corporation; (v) authorize the sale, lease or exchange of all or substantially all of the property and assets of the corporation not in the ordinary course of business; (vi) authorize the voluntary dissolution of the corporation or revoke proceedings therefore; (vii) adopt a plan for the distribution of assets of the corporation; or (viii) amend, alter, or repeal any resolution of the Board which by its terms provides that it shall not be amended, altered or repealed by a committee. The designation and appointment of any such committee and the delegation thereto of authority shall not operate to relieve the Board or any individual Director of any responsibility imposed upon it, him or her, by law.

B. Quorum; Manner of Acting

A minimum one half (1/2) of the number of Directors composing any committee shall constitute a quorum, and the act of a majority of the members of a committee present at a meeting at which a quorum is present shall be the act of the committee.

C. Resignation

Any member of any committee may resign at any time by delivering written notice thereof to the President, the Secretary, or the chair of such committee, or by giving oral or written notice at any meeting of such committee. Any such resignation shall take effect at the time specified therein, or if the time is not specified, upon delivery thereof and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

D. Removal of Committee Member

The Board, by resolution adopted by a majority of Directors in office, may remove from office any member of any committee elected or appointed to it.

## ARTICLE V

### Officers

1. Number. The officers of the Company shall consist of a Chair, Secretary, Treasurer, and such Assistant Secretaries, Assistant Treasurers and other officers as the Board of Directors may from time to time elect. The Chair from the prior year shall serve as an officer for the immediately following year. Any two or more offices may be held by the same person, but no officer may act in more than one capacity where action of two or more officers is required.

2. Election and Term. The Board of Directors shall elect a Chair each year at its annual meeting. The other officers of the Company shall be elected by the Board of Directors at any annual, regular or special meeting of the Board. Each officer shall hold office until death,

resignation, retirements, removal, disqualification or until his or her successor is elected and qualified. Each officer shall be elected to serve a term of two (2) years.

3. Removal. Any officer or agent of the Company may be removed by the Board of Directors with or without cause.

4. Compensation. Officers shall not be compensated for their services as such, but the Board of Directors may provide for the payment of expenses incurred by officers in connection with the performance of their duties.

5. Chair. The Chair of the Board of Directors shall, when present, preside at all meetings of the Board of Directors and, in general, shall perform all duties as may be assigned by the Board of Directors from time to time.

6. Secretary. The Secretary shall keep accurate records of the acts and proceedings of all meetings of directors, shall give all notices required by law and by these bylaws, shall have general charge of the corporate records and books and of the corporate seal, and shall affix the corporate seal to any lawfully executed instruments requiring it. The Secretary shall, in general, perform all duties incident to the office of Treasurer and such other duties as may be assigned from time to time by the Chair or by the Board of Directors.

7. Treasurer. The Treasurer shall also have custody of all funds and securities belonging to the Company, shall receive, deposit and disburse the same under the direction of the Board of Directors, and shall keep full and accurate accounts of the finances of the Company in books especially provided for that purpose, provided that the Board of Directors may from time to time designate one or more fiscal agents to perform all or any part of these duties. The Treasurer shall, in general, perform, all duties incident to the office of Treasurer and such other duties as may be assigned from time to time by the Chair or by the Board of Directors.

8. Assistant Secretaries and Assistant Treasurers. The Assistant Secretaries and Assistant Treasurers shall, in the absence or disability of the Secretary or the Treasurer, respectively, perform the duties and exercise the powers of those offices and shall, in general, perform such other duties as shall be assigned to them by the Secretary or Treasurer, respectively, or by the Chair or the Board of Directors.

## ARTICLE VI

### Indemnification

1. Extent. In addition to the indemnification otherwise provided by law, the Company shall indemnify and hold harmless its directors and officers against liability and expenses, including reasonable attorneys' fees, incurred in connection with any action, suit, proceeding or claim arising out of their status as directors or officers or their activities in any of such capacities or in any capacity in which any of them is or was serving, at the Company's request, in another corporation, Company, joint venture, trust or other enterprise; provided, however, that the Company shall not indemnify a director or officer against any liability or

litigation expense that the director or officer may incur on account of activities that at the time taken were believed or known (or reasonably should have been known) by the director or officer to be clearly in conflict with the best interests of the Company or if the director or officer received an improper personal benefit. The Company shall also indemnify a director or officer for reasonable costs, expenses and attorneys' fees in connection with the enforcement of rights to indemnification granted herein, if it is determined in accordance with Section 2 of this Article that the director or officer is entitled to indemnification.

2. Determination. Indemnification under Section 1 of this Article shall be paid by the Company with respect to any action, suit, proceeding or claim only after a determination that the liability and/or litigation expenses for which indemnification is sought (a) were not incurred on account of activities which at the time taken were believed or known (or reasonably should have been known) by the person seeking indemnification to be clearly in conflict with the best interests of the Company and (b) did not involve any transaction from which the person seeking indemnification derived an improper personal benefit. Such determination shall be made (i) by the affirmative vote of a majority (but not less than two) of the directors who were not parties to the action, suit or proceeding or against whom the claim was not asserted ("disinterested directors") even though less than a quorum, (ii) by independent legal counsel in a written opinion, or (iii) by a court of competent jurisdiction.

3. Advanced Expenses. Expenses incurred by a director or officer in defending any action, suit, proceeding or claim may upon approval of a majority (but not less than two) of the disinterested directors, even though less than a quorum, or, if there are less than two disinterested directors, upon unanimous approval of the Board of Directors, be paid by the Company in advance of the final disposition of such action, suit, proceeding or claim upon receipt of an undertaking by or on behalf of the director or officer to repay such amount less it shall ultimately be determined that the director or officer is entitled to be indemnified against such expenses by the Company.

4. Reliance and Consideration. Any director or officer who at any time after the adoption of this Article VI series or has served in any of the aforesaid capacities for or on behalf of the Company shall be deemed to be doing or to have done so in reliance upon, and as consideration for, the right of indemnification provided herein. Such right shall inure to the benefit of the legal representatives of any such person and shall not be exclusive of any other rights to which such person may be entitled apart from the provision of this Article VI. No amendment, modification or repeal of this Article VI shall adversely affect the right of any director or officer to indemnification hereunder with respect to any activities occurring prior to the time of such amendment, modification or repeal.

5. Insurance. The Company may purchase and maintain insurance on behalf of its directors, officers, employees and agents and those persons who served or were serving at the request of the Company as a director, officer, partner, trustee, employee, or agent of, or in some other capacity in, another corporation, limited liability company, joint venture, trust, employee benefit plan, or other enterprise against any liability asserted against or incurred by him or her in any such capacity, or arising out of his or her status as such, whether or not the Company would have the power to indemnify against such liability under the provisions of this Article VI or

otherwise. Any full or partial payment made by an insurance company under any insurance policy covering any director, officer, employee or agent made to or on behalf of a person entitled to indemnification under this Article VI shall relieve the Company of its liability for indemnification provided for in this Article VI or otherwise to the extent of such payment, and no insurer shall have a right of subrogation against the Company with respect to such payment.

## ARTICLE VII

### General Provisions

1. Management of Corporate Funds. No funds received by donation, bequest or any other means shall be diverted from the use specified by the donor, testator or testatrix unless said use is contrary to or in conflict with the purposes of the Company. No funds shall be used for any purpose other than to effect the purposes of the Company. The Company will designate a depository and establish policies on deposits and withdrawals of funds from such accounts by resolution at its initial meeting. Until the initial meeting is held, any officer of the Company is authorized to establish an account with a bank or depository, with all funds of the Company deposited in the name of "Friends of Moore County Airport Foundation." Withdrawals from such accounts shall be made only by check or similar order signed by the officer and any other individuals as designated by the board of directors.

2. Exempt Activities. Notwithstanding any other provision of these bylaws, no director, officer, employee or representative of this Company shall take any action or carry any activity by or on behalf of the Company not permitted to be taken or carried on by an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, and its Regulations as they now exist, or as they may hereafter be amended.

3. Fiscal Year. Unless otherwise ordered by the Board of Directors, the fiscal year of the Company shall be from January 1 to December 31.

4. Amendments. These bylaws may be amended or repealed and new bylaws may be adopted by the affirmative vote of a majority of the directors then in office at any regular or a special meeting of the Board of Directors.

5. No Personal Liability. No director or officer of the Company shall be liable or responsible for the debts or obligations of the Company.

6. Non-Discrimination. This Company shall operate entirely on a non-discriminatory basis with respect to age, sex, race, religion, and national origin. This policy shall apply to membership, boards, committees, staff, and services.

**Adopted as of \_\_\_\_\_, 2016**

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**ALG-CX-1.1.2: Evaluating Potential  
Component Units and Reporting under GASBS No. 14, as Amended**

Reporting Entity: \_\_\_\_\_ Financial Statement Date: \_\_\_\_\_

Unit Being Evaluated: \_\_\_\_\_

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

**Instructions:** This checklist may be completed for each potential component unit being considered for inclusion in the financial reporting entity under GASBS No. 14, *The Financial Reporting Entity*, as amended. A component unit is a legally separate organization for which the primary government is financially accountable or closely related. A component unit may be a governmental organization (except for a primary government), a nonprofit corporation, or a for-profit corporation. The term *reporting entity* as used in this checklist means the primary government and its component units. The term *PCU* refers to the potential component unit under consideration. The term *PG* refers to the primary government. The term *CU* refers to a PCU that has been determined to be a component unit.

**Note:** This checklist has not been updated for GASBS No. 80, *Blending Requirements for Certain Component Units*, which amends GASBS No. 14, paragraph 53, to establish an additional blending requirement for component units that are organized as not-for-profit corporations in which the primary government is the sole corporate member. GASBS No. 80 is effective for reporting periods beginning after June 15, 2016, with earlier implementation encouraged.

**Legally Separate Organization**

1. Does the PCU have separate corporate powers that would distinguish it as being legally separate from the PG? (GASBS No. 14, para. 15)

YES \_\_\_\_\_ Go to Step 3.  
NO \_\_\_\_\_ Go to Step 2.

Comments: \_\_\_\_\_  
\_\_\_\_\_

**Practical Considerations:**

- The PCU is generally considered to be a legally separate organization if it is a body corporate or corporate and politic or if the answers to all three of the following questions are "Yes."
  - Does the PCU have the capacity to have its own name?
  - Does the PCU have the right to sue and be sued in its own name without recourse to a state or local governmental unit?
  - Does the PCU have the right to buy, sell, lease, and mortgage property in its own name?
- A PCU may be legally separate even if it does not have all the corporate powers enumerated in the previous bullet. Professional judgment is required.
- The corporate powers granted to a separate organization are described in its corporate charter or in the legislation authorizing its creation.
- A PCU that is not legally separate from a PG should be considered, for financial reporting purposes, part of the PG that holds the corporate powers. Its financial data should be included with the financial data of the PG.

2. Does the PG hold the corporate powers of the PCU? (GASBS No. 14, paragraph 14)

YES \_\_\_\_\_ Go to Step 23 and check "YES."  
NO \_\_\_\_\_ Go to Step 22 and check "NO."

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## 3. Does the PCU qualify as a PG? (GASBS No. 14, para. 20, footnote 4)

YES \_\_\_\_\_ Go to Step 22 and check "NO."  
 NO \_\_\_\_\_ Go to Step 4.

## Practical Considerations:

- All general-purpose units of government—states, counties, cities, towns, etc.—as well as special purpose governments that are legally separate, have separately elected governing bodies, and are fiscally independent are PGs.
- A PG cannot be treated as a CU of any other government.

**Financial Accountability**

## 4. Does the PG appoint a voting majority of the PCU's governing body? (GASBS No. 14, paras. 21–24, as amended by GASBS No. 61, para. 6a)

YES \_\_\_\_\_ Go to Step 5.  
 NO \_\_\_\_\_ Go to Step 6.

Comments: \_\_\_\_\_

## Practical Considerations:

- In the absence of continuing appointment authority, the ability of a PG to unilaterally abolish a PCU that it created also provides the basis for ongoing accountability. In this case, check "Yes" for this step.
  - PG officials serving on the governing body of the PCU as required by law (and, thus, technically not appointed by the PG) are, for purposes of this test, treated as though they were appointed by the PG.
  - Appointments by the PG include appointments made by (1) any PG official(s)—whether elected or appointed, (2) anyone to whom a PG official(s) has delegated appointment authority, (3) an official(s) of a component unit of the PG, or (4) votes taken by a group of which PG and/or PG component unit officials are a majority. The appointments do not have to be appointments by the governing body of the PG nor do they have to be direct appointments by any official of the PG itself. (*GASB Implementation Guide No. 2015-1, Question 4.18.8 and related questions*)
  - If financial decisions require the approval of a simple majority, and the PG appoints a simple majority, the PG appoints a voting majority. On the other hand, if financial decisions require the approval of a two-thirds majority, the PG must appoint at least two-thirds of the voting members in order to appoint a voting majority.
  - A PG's appointment authority should be substantive and not be limited by a nomination process. For instance, state statutes or local ordinances may require a PG to select its appointees from a slate of candidates provided by one or more individuals or groups other than the PG's officials or appointees. This would not be substantive appointment authority. It is also not substantive if the PG's responsibility is limited to confirming appointments made by individuals or groups other than the PG's officials or appointees. This responsibility has more to do with compliance than substantive authority.
  - A PG is considered to be accountable for a PCU as long as continuing appointments are made by the PG, even if those appointments are made by a subsequent administration.
  - A PG that appoints a voting majority of the governing board of a CU of another government should make the disclosures required for related organizations.
5. Can the PG impose its will on the PCU by significantly influencing the program, projects, activities, or level of service performed by the PCU? (GASBS No. 14, paras. 25–26)

YES \_\_\_\_\_ Go to Step 11.  
 NO \_\_\_\_\_ Go to Step 7.

Comments: \_\_\_\_\_

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## Practical Considerations:

- The existence of any one of the situations covered by the first five bullets clearly indicates that the PG has the ability to impose its will on the PCU. Other conditions, covered by the last bullet, may also indicate a similar ability.
  - Can the PG remove appointed members of the PCU's governing board at will?
  - Does the PG have the ability to modify or approve the budget of the PCU?
  - Does the PG have the ability to modify or approve rate or fee changes affecting revenues, such as water usage rate increases?
  - Does the PG have the ability to veto, overrule, or modify the decisions (other than those in the two preceding bullets) of the PCU's governing body?
  - Does the PG have the ability to appoint, hire, reassign, or dismiss those persons responsible for the day-to-day operations of the PCU?
  - Are there other conditions that indicate that the PG has the ability to impose its will on the PCU?
- In determining whether imposition of will exists, a distinction should be made between substantive approvals and ministerial (or compliance) approvals. For example, budgetary approval is substantive if the PG has the authority to reduce a PCU's budget. An example of ministerial approval is a requirement for a state agency to review a local government's budget in evaluating qualifications for state funding. Only substantive approvals show imposition of will. Even though both are called approvals, compliance approval is basically a review function.

6. Is the PCU fiscally dependent on the PG? (GASBS No. 14, para. .21b, as amended by GASBS No. 61, para. 6b-f)

YES \_\_\_\_\_ Go to Step 7.  
 NO \_\_\_\_\_ Go to Step 8.

Comments: \_\_\_\_\_

## Practical Considerations:

- The PCU is fiscally dependent on the PG when the PG has substantive approval authority over any one or more of the following:
  - The PCU's budget. The PG has the authority to approve or modify that budget.
  - The PCU's tax levy or other rates or charges.
  - The PCU's issuance of bonded debt (if the PCU has legal authority to issue bonded debt at all).
- PCU may be fiscally dependent on a PG regardless of whether it receives financial assistance from the PG.

7. Does a financial benefit or burden exist? (GASBS No. 14, paras. 21, 27, and 34–38, as amended by GASBS No. 61, para. 6)

YES \_\_\_\_\_ Go to Step 11.  
 NO \_\_\_\_\_ Go to Step 8.

Comments: \_\_\_\_\_

## Practical Considerations:

- A PCU has a financial benefit or burden relationship with the PG if any one of the following is "Yes."
  - Is the PG legally entitled to or can it otherwise access the PCU's resources?
  - Is the PG legally obligated or has it otherwise assumed the obligation to finance the deficits of, or provide financial support to, the PCU?
  - Is the PG obligated in some manner for the debt of the PCU?



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- Exchange transactions, such as the purchase or sale of goods or services, between the PCU and the PG should not be considered manifestations of a financial benefit or burden relationship.
- A financial benefit or burden relationship exists if the PG is either directly or indirectly entitled to the resources of or is either directly or indirectly obligated for the deficits or debts of a PCU. An indirect benefit or burden exists if one or more of the PG's CUs is entitled to the resources or is obligated for the deficits or debts of the PCU.
- Including a CU is subject to the considerations in GASBS No. 14, paragraph 38, as amended, regarding the potential for dual inclusion.

### **PCUs Included in the Reporting Entity Although the PG Is Not Financially Accountable**

In some instances, the PCU should be included in the reporting entity (even if the previous criteria are not met), if exclusion would render the reporting entity's financial statements misleading. (GASBS No. 14, paras. 12, 39, 40, 41, and 55, as amended by GASBS No. 61, paras. 5–6 and para. 10; GASBS No. 39, paras. 4 and 5)

8. Does the PG have a majority equity interest in the PCU, regardless of the type of organization the PCU is, for the purpose of enhancing delivery of government services? (GASBS No. 14, para. 55, as amended by GASBS No. 61, para. 10)

YES \_\_\_\_\_ Go to Step 11.  
 NO \_\_\_\_\_ Go to Step 9.

Comments: \_\_\_\_\_

#### **Practical Considerations:**

- Governments sometimes hold equity interests in other entities for the purpose of facilitating delivery of government services.
- These entities may be joint ventures—or organizations with joint venture characteristics—or might be for-profit corporations.
- GASBS No. 14, para. 55, as amended by GASBS No. 61, requires that a PG include such entities as CUs if the PG owns a majority of the equity interest (as defined in GASBS No. 14, paragraph 72) in a legally separate organization to facilitate delivery of government services.

9. Should the PCU be included in the reporting entity because of the nature and significance of its relationship with the PG? (GASBS No. 14, para. 40a, as amended by GASBS No. 39) (See the GASBS No. 39, para. 5, criteria in the practical considerations.)

YES \_\_\_\_\_ Go to Step 20 and check "YES."  
 NO \_\_\_\_\_ Go to Step 10.

Comments: \_\_\_\_\_

#### **Practical Considerations:**

- The PCU should be included in the reporting entity if *all* of the following criteria established by GASBS No. 39, para. 5, are met:
  - Is the PCU a tax-exempt organization?
  - Are the economic resources received or held by the PCU held entirely, or almost entirely, for the direct benefit of the PG, its CUs, or its constituents? (Direct benefit is not dependent upon an actual transfer during the period, but rather on the notion that all or almost all of their sources received or held will ultimately be used for the PG, its CUs, or its constituents. This criteria is intended to exclude organizations that benefit multiple constituent groups, such as federated fund-raising organizations. If the organization has the ability to redirect its resources at its discretion, so that all or almost all would not be used for the benefit of the PG, it would not meet this criteria.)
  - Is the PG, or its CUs, entitled to, or does it have the ability to otherwise access, a majority of the economic resources received by the PCU?

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- Are the economic resources received or held by the PCU that the PG or its CUs is entitled to, or has the ability to otherwise access, significant to the PG?
- The ability of a PG to "otherwise access" resources does not necessarily mean control. The ability to otherwise access may be demonstrated in various ways. For example:
  - The PG or its CUs have historically received, directly or indirectly, a majority of the economic resources of the PCU.
  - The PCU has previously received and honored requests from the PG for resources.
- An example of an affiliated organization that may be included is a nonprofit corporation whose purpose is to benefit a PG by soliciting contributions and managing the funds.

10. In management's professional judgment, should this PCU be included in the reporting entity because, due to its close relation to, or financial integration with, the PG, its exclusion would render the financial statements misleading? (GASBS No. 14, para. 12, as amended by GASBS No. 61, paras. 4 and 5)

YES \_\_\_\_\_ Go to Step 11.  
 NO \_\_\_\_\_ Go to Step 22 and check "NO."

Comments: \_\_\_\_\_

Practical Consideration:

- GASBS No. 14, para. 39, as amended by GASBS No. 61, para. 4, states that the inclusion decision should be based on the nature and significance of the PCU's relationship with the PG.

### Including the PCU

In some instances, an organization may meet the criteria for inclusion in more than one reporting entity. However, an organization should be included in only one reporting entity. In these cases, judgment must be exercised by management (of the reporting entities) as to which reporting entity the organization should be included. (GASBS No. 14, para. 38, as amended by GASBS No. 61, para. 6g)

11. Could the PCU be part of another financial reporting entity?

YES \_\_\_\_\_ Go to Step 12.  
 NO \_\_\_\_\_ Go to Step 13.

Comments: \_\_\_\_\_

12. Has the accountant concluded that the PCU should be included in the financial statements of this reporting entity?

YES \_\_\_\_\_ Go to Step 13.  
 NO \_\_\_\_\_ Go to Step 22 and check "NO."

Comments: \_\_\_\_\_

### Financial Statement Presentation

13. Does the PG have fiduciary responsibility for the other organization? (GASBS No. 14, paragraph 19)

YES \_\_\_\_\_ Go to Step 19 and check "YES."  
 NO \_\_\_\_\_ Go to Step 14.

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14. Is the CU's governing body substantively the same as the governing body of the PG? (GASBS No. 14, para. 53a, as amended by GASBS No. 61, para. 8)

YES ☐ Go to Step 15.

NO ☐ Go to Step 17.

Comments: \_\_\_\_\_

Practical Consideration:

- "Substantively the same" means sufficient representation of the PG's entire governing body on the CU's governing body to allow complete control of the CU's activities.

15. Does a financial benefit or burden relationship exist between the PG and the PCU? (GASBS No. 14, para. 53a, as amended by GASBS No. 61, para. 8)

YES ☐ Go to Step 21 and check "YES."

NO ☐ Go to Step 16.

Comments: \_\_\_\_\_

Practical Consideration:

- See Practical Considerations for Step 7.

16. Does the operational responsibility for the CU rest with the management of the PG? (GASBS No. 14, para. 53a, as amended by GASBS No. 61, para. 8)

YES ☐ Go to Step 21 and check "YES."

NO ☐ Go to Step 17.

Practical Considerations:

- GASBS No. 61, paragraph 8, explains that *management* of the PG means personnel below the level of the PG's governing board, such as a county executive or city manager.
- *Operational responsibility* means that the PG manages the CU in essentially the same manner as it does for its own programs, activities, agencies, or departments.

17. Does the CU provide services entirely, or almost entirely, to the PG or otherwise exclusively, or almost exclusively, benefit the PG even though it does not provide services directly to it? (GASBS No. 14, para. 53b, as amended by GASBS No. 61, para. 8)

YES ☐ Go to Step 21 and check "YES."

NO ☐ Go to Step 18.

Comments: \_\_\_\_\_

Practical Considerations:

- Usually, the services provided by a blended CU are financing services provided solely to the PG.
- A CU that provides services to more than just the PG should be blended if the services provided to others are insignificant to the overall activities of the CU.

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18. Is the CU's debt, including leases, expected to be repaid entirely or almost entirely with the PG's resources? (GASBS No. 14, para. 53c, as amended by GASBS No. 61, paragraph 8)

YES \_\_\_\_\_ Go to Step 21 and check "YES."

NO \_\_\_\_\_ Go to Step 20 and check "YES."

Practical Consideration:

- Repayment generally consists of the PG making a pledge or continuing appropriation to cover debt service, which the CU, in turn, pledges as the primary source or security for repayment of the debt.

### Conclusion

\_\_\_\_\_ 19. YES. The PCU should be included in the financial reporting entity and should be presented (like fiduciary funds of the PG) in the appropriate fiduciary fund type in the PG's fiduciary fund financial statements. It is a CU but is neither blended nor discretely presented.

\_\_\_\_\_ 20. YES. This PCU should be included in the financial reporting entity and should be presented discretely.

\_\_\_\_\_ 21. YES. This PCU should be included in the financial reporting entity and should be presented as a blended entity.

\_\_\_\_\_ 22. NO. The PCU is not a component unit. PG's that have fiduciary responsibility for a PCU that is not a CU must still report the PCU in the appropriate fiduciary fund type in the PG's fiduciary fund financial statements. (GASBS No. 14, paragraph 19, and GASBS No. 34, paragraph 125)

Practical Consideration:

- If PG officials appoint some, or all, governing board members of an organization that is not included as a component unit in the PG's reporting entity, the PG should disclose, in the notes to its financial statements, the nature of its accountability for the related organization. The disclosures may be summarized for groups of related organizations with similar relationships with the PG (GASB No. 14, para 68).

\_\_\_\_\_ 23. YES. The PCU is part of the PG and by definition therefore part of the reporting entity. However, the PCU is *not* a CU. It is to be reported following the same guidance as used for all other "organizations" (i.e., funds, organizations, institutions, agencies, department, and offices) that make up the PG's legal entity. (GASBS No. 14, para. 14)

Comments on Conclusion: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Attached is the latest quote on the Energy Efficiency Proposal. The cost to the Airport is \$15,877.46 (\$17,761.44 less \$1,883.98 discount for lump sum payment).

The biggest difference from this quote and the previous quote is that all T12 fixtures that will be changed out in the terminal building and Hangar 1 will be changed to LED bulbs instead of fluorescent per the request of the Authority.

No fixtures will be changed out on the CSR side of the terminal. The fixtures are already T8's and can have the fluorescent bulbs changed to LED's at any time. There is no replacement option available for the interior can fixtures in the Energy Efficiency Program. It is already considered an energy efficient measure.



Small Business  
Energy Saver

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## Duke Energy Progress Small Business Energy Saver Program

# Energy Efficiency Proposal

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Presented to:

**Moore county airport**  
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Moore County Airport Authority  
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### Contents:

- 2 Summary
- 3 Payment Options
- 4 Scope of Work
- 6 Delivery Plan
- 7 Participation Agreement
- 10 Payment Information

Accept this proposal today to join over  
**7,000** businesses that have already  
upgraded and started to save on their  
bottom line!

# Summary

Your business could spend up to **\$4,752** less on energy per year if you take advantage of our energy efficiency upgrades.

## VALUE ADDED BENEFITS

- ✓ **Reduce**  
Maintenance Costs
- ✓ **Enhance**  
Employee Productivity
- ✓ **Increase**  
Customer Comfort to Improve Sales
- ✓ **Improve**  
Workplace Safety and Reduce Potential Hazards

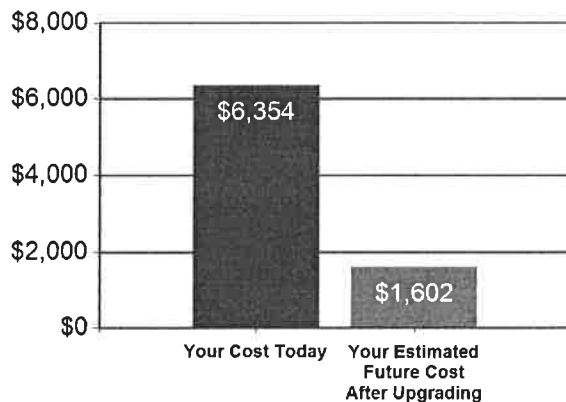
## EST. INCOME EXPECTED FROM YOUR ENERGY EFFICIENCY INVESTMENT\*

**\$ Savings after**  
**1 Month..... \$396.00**

**\$ Savings after**  
**1 Year..... \$4,752.00**

**\$ Savings after**  
**5 Years..... \$23,760.00**

Estimated Annual Lighting Cost Comparison



Total Upgrade Cost	\$30,103.66
Utility Incentive (41%)	\$12,342.22
Your Cost (59%)	<del>\$17,761.44</del>
Est. Annual Savings*	\$4,752.00/yr
Est. 1st Yr Return on Investment	30% 27%

\*Estimated savings in dollars is based on a rate of \$0.085 per kWh applied to projected kWh savings amounts. See Scope of Work for a detailed breakdown of kWh energy savings.

*\$15,877.46  
Lump Sum*

*Payback 40 months*

*\* Airport's cost \$15,877.46 if paid in lump sum payment*

# Scope of Work

Building: MOORE COUNTY AIRPORT AUTHORITY		Existing Fixture		Proposed Fixture		Est. Energy Savings
Line	Location	Existing Type	Qty	Proposed Type	Qty	by Line Item
1	Floor 1: Parking lot lights	A 250w Metal Halide Fixture	8	will be replaced with a new 71 watt LED Pole Mount Area Light type V, Bronze, 4000K	8	Watts: 1,792 Est. Hours: 4,380 kWh:7,849
2	Floor 1: Parking lot lights	A 250w Metal Halide Fixture	6	will be replaced with a new 71 watt LED Pole Mount Area Light type III, Bronze, 4000K	6	Watts: 1,344 Est. Hours: 4,380 kWh:5,887
3	Floor 1: Terminal	A 2x4, 4-Lamp T12 Fluorescent Fixture	50	will be Retrofit with a 2-Lamp Electronic High Power Ballast, (1) 2x4 Reflector Kit, and (2) 4' T8 LED Lamps.	50	Watts: 6,750 Est. Hours: 2,607 kWh:17,598
4	Floor 1: Terminal	A 1x4, 2-Lamp T12 Fluorescent Fixture	14	will be Retrofit with a 2-Lamp Electronic Normal Power Ballast and (2) 4' T8 LED Lamps.	14	Watts: 812 Est. Hours: 2,607 kWh:2,117
5	Floor 1: Terminal	A 1x4, 4-Lamp T12 Fluorescent Fixture	9	will be Retrofit with a 4-Lamp Electronic Low Power Ballast and (4) 4' T8 LED Lamps.	9	Watts: 1,116 Est. Hours: 2,607 kWh:2,910
6	Floor 1: Terminal	A 2x4, 4-Lamp T12 Fluorescent Fixture	4	will be Retrofit with a 2-Lamp Electronic High Power Ballast, (1) 2x4 Reflector Kit, and (2) 4' T8 LED Lamps.	4	Watts: 540 Est. Hours: 2,607 kWh:1,408
7	Floor 1: Fuel Farm	A 400w Metal Halide Fixture	4	will be replaced with a new 108 watt LED Flood, Bronze, 4000K	4	Watts: 1,400 Est. Hours: 4,380 kWh:6,132
13	Floor 1: Ramp side	Lift Required for installation	1	Lift Delivery	1	Watts: 0 Est. Hours: 4,380 kWh:0
14	Floor 1: Ramp side	Lift Required for installation	1	Articulating Lift Rental 1 Week	1	Watts: 0 Est. Hours: 4,380 kWh:0
15	Floor 1: Main hanger	A 175w Metal Halide Fixture	2	will be replaced with a new 50 watt LED Barn Light	2	Watts: 330 Est. Hours: 4,380 kWh:1,445



Building: MOORE COUNTY AIRPORT AUTHORITY		Existing Fixture		Proposed Fixture		Est. Energy Savings
Line	Location	Existing Type	Qty	Proposed Type	Qty	by Line Item
16	Floor 1: Generator bldg	A 175w Metal Halide Fixture	3	will be replaced with a New LED 30W Wall Pack, 5000k, Carbon Bronze	3	Watts: 555 Est. Hours: 4,380 kWh:2,431
17	Floor 1: Side door	A 175w Metal Halide Fixture	5	1-lamp 40 watt LED Garage	5	Watts: 875 Est. Hours: 4,380 kWh:3,833
18	Floor 1: Ambulance bldg	A 250w Metal Halide Fixture	4	will be replaced with a New LED 39W Flood	4	Watts: 1,024 Est. Hours: 4,380 kWh:4,485
19	Floor 1: Coke closet	A 1x4, 1-Lamp T12 Fluorescent Fixture	1	will be Retrofit with a 1-Lamp Electronic Low Power Ballast and (1) 4' T8 LED Lamp.	1	Watts: 41 Est. Hours: 156 kWh:6

<b>Total Purchase Price</b>	<b>\$30,103.66</b>
<b>Project Incentive</b> Duke Energy project Incentive paid directly to Lime Energy.	<b>\$12,342.22</b>
<b>Customer Price</b> Balance to be paid by Participating Customer directly to Company	<del>\$15,877.46</del> <b>\$17,761.44</b>
<b>Total Est. kW Savings *</b>	<b>16.579</b>
<b>Total Est. kWh Savings **</b>	<b>56,101</b>

\* 1000 Watts = 1 kW

\*\* Est kWh Savings = Est. kW Savings x Est. Hours of Operation.