



MOORE COUNTY AIRPORT AUTHORITY MEETING AGENDA
WEDNESDAY, OCTOBER 13TH, 2021 @ 9:00 A.M.

(MEETING INVITATION TO ATTEND VIA ZOOM IS LOCATED ON THE AIRPORT WEBSITE)

WWW.MOORECOUNTYAIRPORT.COM

CALL TO ORDER – OPEN SESSION

A. PLEDGE OF ALLEGIANCE

B. REQUEST FOR ADDITIONAL AGENDA ITEMS (IF ANY, ITEM M)

C. CONFLICT OF INTEREST INQUIRY

D. APPROVAL OF AGENDA

E. APPROVAL OF PREVIOUS MEETING MINUTES

- 1. Formal request for approval - Moore County Airport Authority Meeting Minutes:
 - o **September 8, 2021**

F. PUBLIC COMMENTS – (See back page for Procedures)

G. OFFICER ELECTIONS

- 1. Airport Authority Officer Elections (Chairman, Vice Chairman, Treasurer, Secretary)

H. PRESENTATIONS/GUEST SPEAKERS

- 1. Peter Stilwell, Festival D’Avion
- 2. 1200 Aero, Ivan Vasquez

I. PUBLIC HEARING

(None)

J. PROJECTS SUMMARIES & UPDATES

- 1. Grant Projects
- 2. Local Projects
- 3. Exploratory Project

K. STRATEGIC PLAN REPORTS

- 1. Advisory Committee Status/Report

L. RULES & REGULATIONS AND MINIMUM STANDARDS REPORT

M. STAFF REPORTS

- 1. Manager’s Report
- 2. **Financial Summary**
- 3. **Operation’s Report**

N. ADDITIONAL AGENDA ITEMS ADDED (IF ANY)

- 1. _____
- 2. _____
- 3. _____
- 4. _____

O. UNFINISHED BUSINESS

(None)

P. NEW BUSINESS

(NONE)

Q. CLOSED SESSION

(None)

R. ANNOUNCEMENTS/COMMENTS/ADJOURNMENT

- 1. The next Moore County Airport Authority Meeting will be held via Zoom at 9:00 a.m. Wednesday, November 10th, 2021.

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 items not listed on the current Agenda. Comments related to any current agenda items will be heard at such time the Authority addresses the agenda item during the meeting and prior to any formal vote being held by the Authority.*
- 2. Any individual that wishes to speak will have five (5) minutes to make his/her remarks. Speakers are asked to state their identity for record before beginning remarks.*
- 3. The Authority reserves the right to respond to public comments but is not required.*
- 4. 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.*
- 5. Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with staff.*
- 6. Speakers shall not discuss any of the following:*
 - a. Matters which concern the candidacy of any person seeking public office, including the candidacy of the person addressing the Board;*
 - b. Political Issues;*
 - c. Closed Session matters.*

Adopted, this the 8th day of November 2016.



Airport Authority Chairman



Airport Authority Secretary



Moore County Airport Authority
Wednesday, September 8th, 2021
Public Meeting – 9:00 a.m.
Minutes

The Moore County Airport Authority Meeting began at 9:00 a.m. on Wednesday, September 8th, 2021, via Zoom, due to the COVID-19 (Coronavirus) Pandemic. Airport Authority quorum was present.

Authority Members Present: Tom McPherson, Chairman
Barry Lerman, Vice Chairman
Mike Jones, Secretary/Treasurer
John Boesch, Member
Pat Corso, Member

Staff Present: Scott Malta, Airport Manager
Crystal Meyers, Administrative Assistant
Bobbie Cox, Operations Director

Guests Present: Ron Maness, Interim Airport Manager
Steven Bright, Talbert & Bright, Inc.
Stephen Bright, Talbert & Bright, Inc.

CALLED TO ORDER: Chairman, Tom McPherson

A. Pledge of Allegiance was led by Chairman, Tom McPherson.

1. The Authority expressed their get well wishes and a speedy recovery for Airport Manager, Scott Malta.
2. The Authority members offered their appreciation for outgoing Authority Member, Pat Corso.

(Airport Manager, Scotty Malta, joined the meeting, via Zoom.)

B. Additional Agenda Item(s) Requested:

1. Closed Session to discuss an Airfield Lighting Rehabilitation Grant Project contract award.

C. Closed Session (Requested as Additional Agenda Item)

1. Closed Session to discuss an Airfield Lighting Rehabilitation Grant Project contract award.

- Upon motion made by Vice Chairman, Barry Lerman, and seconded by member, Pat Corso, the Authority voted 5 to 0 to enter Closed Session.

- Upon motion made by Chairman, Tom McPherson, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 return to Open Session.
- No Administrative actions taken.

D. Additional Agenda Item(s) Requested (Continued):

2. Approval of the Airport Authority Emergency Meeting Minutes.
3. Bond Council and Loan Resolution for the Hangar Development Project.
4. Review of Hangar Lease Rental Rates.
5. Discuss Airport COVID-19 Vaccination Protocols/Policy.

E. Conflict of Interest Inquiry was made by Chairman, Tom McPherson.

(None)

F. Approval of Agenda

1. Draft Agenda: September 8th, 2021

- Upon motion made by Chairman, Tom McPherson, and seconded by Vice Chairman, Barry Lerman, the Authority voted 5 to 0 to approve the agenda, including the requested additional items listed in Item B and Item D.

G. Approval of Previous Meeting Minutes

1. Moore County Airport Authority Meeting Minutes Presented:

August 17th, 2021, Minutes-CRM

August 31st, 2021, Emergency Meeting Minutes-MJ

- Upon motion made by Vice Chairman, Barry Lerman, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the August 17th, 2021, Minutes and the August 31st, 2021, Emergency Meeting Minutes provided by Secretary, Mike Jones.

H. Public comments

(None)

I. Presentations/Guest Speakers

1. Authority Chairman, Tom McPherson, presented:

- The financial report for the Hangar Development Project and financing options (Requested additional agenda item).
- Chairman informed the Authority of the requirement to obtain approval from the Local Government Commission (LGC) to pledge a Security Interest.
- By consensus, the Authority agreed to move forward with the Hangar Development Project.
- A recommendation was made to retain a Bond Attorney to assist with the financing process.
 - Chairman, Tom McPherson, recommended retaining bond Attorney, Mary Nash Rusher, to secure financing for Hangar Development.
 - Upon motion made by Chairman, Tom McPherson, and seconded by member, Pat Corso, the Authority voted 5 to 0 to retain Bond

Attorney, Mary Nash Rusher.

- Direction was given to Interim Airport Manager, Ron Maness, to work with Ms. Rusher to obtain LGC approvals and to issue an RFP to the Banks.

- A Local Government Commission meeting is scheduled for Friday, September 10th, 2021. Chairman, Tom McPherson, requested approval of the Resolution authorizing the filing of an application for approval of a Financing Agreement from the LGC.

- Upon motion made by member, Pat Corso, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the Resolution to authorize filing of an Application for approval of a Financing Agreement from the LGC.

J. Public Hearing

(None)

K. Projects Summaries & Updates

1. Grant Projects:

- Interim Manager, Ron Maness, provided a brief summary on the active Grant Projects.

2. Local Projects:

- No Report

3. Exploratory Project Summaries:

- No Report

4. Chairman, Tom McPherson, requested a “Summary of Projects” to be discussed during the meeting be included with the agenda for reference.

L. Strategic Action Plan Reports

1. Chairman, Tom McPherson, reported:

- No Report

2. Vice Chairman, Barry Lerman, reported:

- No Report

3. Secretary, Mike Jones reported:

- Four (4) Community Organizations have been scheduled for an Airport Presentation.

4. Member, Pat Corso, reported:

- No Report

5. Member, John Boesch, reported:

- No Report

M. Rules & Regulations & Minimum Standards

(None)

N. Staff Reports

1. Financial Report was provided:

- The Authority had no inquiries/comments/action items.

2. Operations Report was summarized by Operations Director, Bobbie Cox

- Mr. Cox reported his retirement date of December 1st, 2021, with his last day worked will be November 24th, 2021.
- Chairman, Tom McPherson, requested the Hangar waiting list be provided to the Authority Members.
- The Authority had no further inquiries/comments/action items.

O. Additional Agenda Items

1. The Authority discussed their review of the current KSOP Hangar Leases.

- By consensus, the Authority agreed to continue the discussion and consideration of the current Hangar Lease Policy and Rental Structure at the next Airport Authority Meeting.

2. Interim Airport Manager, Ron Maness, provided an update to his inquiry of the County of Moore COVID-19 Vaccination Policy and Protocols.

- Mr. Maness stated he would have suggestions/recommendations for the Authority's consideration at the next Authority Meeting.

P. Unfinished Business

(None)

Q. New Business

(None)

R. Announcements/Comments

1. Airport Chairman, Tom McPherson, announced the Moore County Airport Authority Monthly Meeting will be held via Zoom, at 9:00 a.m. Wednesday, October 13th, 2021.

S. Adjournment

1. Chairman, Tom McPherson, adjourned at 10:45 a.m.

Tom McPherson, Authority Chairman

Mike Jones, Authority Secretary

Expense and Revenue Comparison

Compare to 1 year ago

OPERATING EXPENSES	CURRENT BUDGET	Sep-21	YEAR TO DATE	% Used	YTD Sept 2020	DIFFERENCE
Operating Expenses - Administration	653,910	42,821	204,798	31%	174,920	29,877
Operating Expenses - Facility Maintenance	166,094	13,139	32,687	20%	30,358	2,329
Operating Expenses - Line & Customer Service	2,074,902	270,187	697,393	34%	337,244	360,149
Total Operating Expenses	2,894,906	326,148	934,877	32%	542,523	392,354
OPERATING REVENUES	CURRENT BUDGET	Sep-21	YEAR TO DATE	% Used	YTD Sept 2020	DIFFERENCE
FUEL: JET-A	2,162,250	331,074	848,548	39%	389,676	458,872
FUEL: 100LL	403,750	43,561	121,654	30%	82,369	39,285
HANGAR & FACILITY RENTAL	626,490	52,490	186,261	30%	194,953	(8,691)
AIRPORT SERVICES	93,000	14,844	36,735	39%	22,589	14,145
OTHER	5,000	603	1,751	35%	989	762
FUEL CONTINGENCY	0	0		#DIV/0!	0	0
Total Operating Revenues	3,290,490	442,571	1,194,949	36%	690,576	504,373
NET OPERATING PROFIT (LOSS)	395,584	116,424	260,072	66%	148,053	112,019
NON-OPERATING EXPENSES	CURRENT BUDGET	Sep-21	YEAR TO DATE	% Used	YTD Sept 2020	DIFFERENCE
Depreciation Expense recorded to date	0	28,000	42,000		24,000	18,000
Grant Match & Transfers Out	1,326,000	0	0	0%	0	0
Capital Outlay	325,000	7,142	7,142	2%	0	7,142
Contribution to Moore County	0	0	0		0	0
Total Non-Operating Expenses	1,651,000	35,142	49,142	3%	24,000	25,142
NON-OPERATING REVENUES	CURRENT BUDGET	Sep-21	YEAR TO DATE	% Used	YTD Sept 2020	DIFFERENCE
Interest Earned	17,000	18	36	0%	374	(338)
Total Non-Operating Revenues	17,000	18	36	0%	374	(338)
NET NON-OPERATING PROFIT (LOSS)	(1,634,000)	(35,124)	(49,106)	3%	(23,626)	(25,480)
TOTAL NET PROFIT (LOSS) aka Retained Earnings Impact	(1,238,416)	81,300	210,966	-17%	124,427	86,539

Income from Line & CSR

Services & Fuel Sales less Line & Customer Service	584,098	119,291.51	309,545		157,390	152,154
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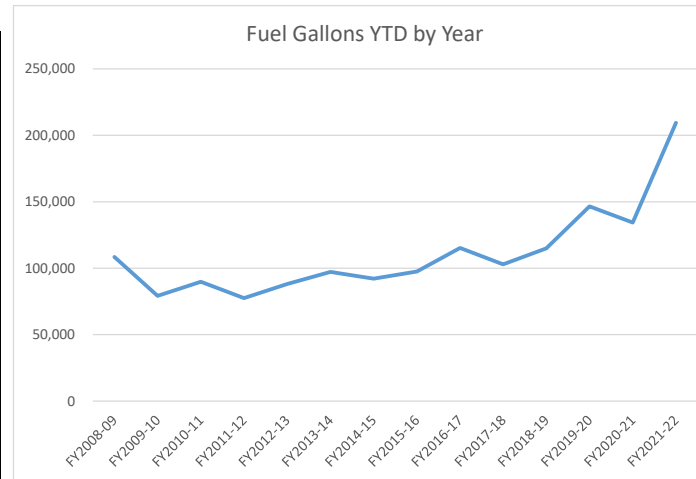
MOORE COUNTY AIRPORT FINANCE MEASURABLES

Sep-21

Fuel Gallons Sold	<u>2021</u>	<u>2020</u>	
100LL Gallons September	8,927	6,543	36.4%
Jet A Gallons September	74,666	47,286	57.9%
Total Gallons September	83,593	53,829	55.3%
100LL Gallons YTD (7-1-21 / 9-30-21)	26,620	21,545	23.6%
Jet Gallons YTD (Sept)	182,801	112,817	62.0%
Total Gallons YTD (Sept)	209,421	134,362	55.9%

Historical

Fuel Gallons Pumped YTD (Sept)	
FY2008-09	108,444
FY2009-10	79,191
FY2010-11	89,746
FY2011-12	77,498
FY2012-13	88,048
FY2013-14	97,151
FY2014-15	92,122
FY2015-16	97,522
FY2016-17	115,286
FY2017-18	102,892
FY2018-19	114,874
FY2019-20	146,529
FY2020-21	134,362
FY2021-22	209,421



Fuel Gallons by Customer Type	<u>2021</u>	<u>2020</u>	
Jet Base	23,638	10,748	119.9%
Jet Transient	182,801	36,538	400.3%
Total Jet for Sept	206,439	47,286	336.6%
Avgas Base	20,099	4,152	384.1%
Avgas Transient	6,521	2,391	172.7%
Total Avgas for Sept	26,620	6,543	306.9%

Landings Transients	<u>2021</u>	<u>2020</u>	
Single Engine Landings	127	175	-27.4%
Multi Engine Landings	50	42	19.0%
Jet Landings	178	115	54.8%
Helicopter Landings	3	13	-76.9%
Total Landings Sept	358	345	3.8%
Total Landings YTD (Base & Transient)	2,384	3,621	-34.2%

September 2021 Operations Report:

1. John Cole's Plumbing installed our new eyewash station.
2. Since our last Authority meeting we have added one new tie-down customer.
3. Clapp Brothers repaired our New Holland Mower.