



## ***Moore County Airport Authority***

*April 16, 2025*

***Public Meeting – 09:00***

The Moore County Airport Authority Meeting for Wednesday, April 16, 2025, was held in-person. A quorum was present. \* Moore County Airport Conference Room\*

**Authority Members Present:** Adam Kiker, Chairman  
Tom McPherson, Vice Chairman  
Gene Horne, Secretary  
Ken Haenlein, Treasurer

**Absent:** Roland Gilliam

**Staff Present:** Rick Cloutier, Airport Director  
Paul Puszynski, Operations Manager  
Carol Oakley, Finance Administrator  
Keiko Brantley, Administrative Assistant

**Guests Present:** Steve Bright – Talbert & Bright  
John May – Airport Attorney  
Peter Stillwell – Tarheel Communications  
John Lewis - Guest

**To Note:** *\*\*Action Items\*\**

**CALLED TO ORDER:** Chairman Kiker called the meeting to order at 9:01 a.m.

- A. Pledge of Allegiance**  
Chairman Kiker led the Pledge of Allegiance.
- B. Public Comments**  
None
- C. Request for Additional Agenda Items**  
No additional agenda items

**D. Additional Agenda Item(s) Added:**

None

**E. Conflict of Interest**

Chairman Kiker asked if there were any conflicts of interest. There were none.

**F. Approval of Agenda**

The draft Moore County Airport Authority Meeting Agenda for Wednesday April 16<sup>th</sup>, 2025, was presented.

Chairman Kiker asked for a motion to approve the agenda.

*M/- McPherson and S/- Horne*

*All voted in favor: Chairman Kiker, Vice Chairman McPherson, Secretary Horne, Treasurer Haenlein*

**G. Approval of Previous Meeting Minutes**

Chairman Kiker asked for a motion to approve the Minutes of Moore County Airport Authority Meeting presented on March 12, 2025.

*M/- Horne and S/- Haenlein*

*All voted in favor: Chairman Kiker, Vice Chairman McPherson, Secretary Horne, Treasurer Haenlein*

Chairman Kiker asked for a motion to approve the Minutes of Moore County Airport Authority Special Meeting presented on March 12, 2025.

*M/- Horne and S/- Haenlein*

*All voted in favor: Chairman Kiker, Vice Chairman McPherson, Secretary Horne, Treasurer Haenlein*

**H. Consent Agenda**

None

**I. New Business**

**1. Work Authorization #24-03 Hangar, Taxilane and Site Development**

The board discusses approving a work authorization for the design, environmental assessment, and bidding process for taxi lane extensions and hangar pad sites at the airport. The project includes three corporate hangars and four box hangars. The airport staff has reviewed and approved the authorization, and an independent fee estimate came back within acceptable limits. The board is considering approving this to have a shovel-ready project available for potential funding opportunities

Chairman Kiker asked for a motion to approve consultant contract.

*M/- Haenlein and S/-Horne*

*All voted in favor: Chairman Kiker, Vice Chairman McPherson, Secretary Horne, Treasurer Haenlein, Member Gilliam*

**J. Old Business**

**1. Budget**

Reviewed two budget versions  
Approved version with position added (~\$127k impact)  
Added \$55k capital outlay placeholder, potentially for avionics testing equipment  
Adjusted retained earnings draw to balance budget  
Total budget: \$5,605,000 revenue, \$5,605,000 in expenses  
Reviewed the budgeting process, emphasizing retained earnings, potential contributions, and aligning revenues with expenditures. The discussion covered consistent positive cash flow, possible headcount additions, and key budget drivers such as capital outlays and jet fuel costs. All agreed to match the expenditure and revenue numbers in the budget ordinance.

*Chairman Kiker asked for a motion to approve budget.*

*M/- McPherson and S/-Horne*

*All voted in favor: Chairman Kiker, Vice Chairman McPherson, Secretary Horne, Treasurer Haenlein*

**2. Capital Planning Projects**

Discussed the budget and capital improvement plan.  
Approved 7- year capital improvement plan  
FY2026 Projects include:  
\$30K for taxilane/hangar pad design (reduced from \$50k due to lower match requirement)  
Ramp vehicle, computer hardware/software upgrades and security upgrades.  
Added \$55k capital outlay placeholder, potentially for avionics testing equipment.

*Chairman Kiker asked for a motion to approve Capital Planning Project.*

*M/-Haenlein and S/-McPherson*

*All voted in favor: Chairman Kiker, Vice Chairman McPherson, Secretary Horne, Treasurer Haenlein*

**K. Projects, Summaries and Updates**

**1. Activities New and Noteworthy**

**a. AAAE Legislative Conference**

Chairman Kiker, Treasurer Haenlein, and Director Cloutier attended the legislative conference. An application was sent in for the Congressional Directed Funding Grant requested amount \$4,132,000.

**b. 2025 NCAA Annual Conference**

Treasurer Haenlein, Secretary Horne and Director Cloutier attended the 2025 NCAA Annual Conference in Wilmington NC on April 8<sup>th</sup>-10<sup>th</sup>. The conference provided a valuable opportunity to network with aviation professionals, engage with experts within North Carolina airport industry.

**2. Financial and other key performance indicators**

Airport Director Cloutier provided updates on the following financial performance indicators:

Discussed the financial performance of the airport, highlighting a 2.6% increase in total revenue compared to the previous year. The airport also noted a decrease in fuel prices, which contributed to the revenue increase. Airport also mentioned the need for a reimbursement of 2.5 million dollars for storage property, which would improve the fund balance.

**L. Announcements/Comments**

- Discussion of the new date of the May MCA Authority Meeting.
- Board members to confirm availability for the May 21st board meeting.
- \*Rick/Carol will update the budget ordinance to make revenue and expenditure numbers match.
- Update financial reports to use "cash" terminology instead of "profit" where appropriate.

**M. Closed Session**

Pursuant to N.C.G.S 143- 11(f), the Authority will meet in closed session to discuss staff and negotiate positions taken on behalf of public body and adjusting pricing terms and exchange or lease of real property.

*Chairman Kiker asked for a motion to enter closed session at 9:55 A.M.*

*M/Haenlein and S/McPherson*

*All voted in favor: Chairman Kiker, Vice Chairman McPherson, Secretary Horne, Treasurer Haenlein*

*Chairman Kiker asked for a motion to closed session at 10:36 A.M.*

*M/Horne and S/McPherson*

*All voted in favor: Chairman Kiker, Vice Chairman McPherson, Secretary Horne, Treasurer Haenlein*

**N. Adjournment**

The Airport Authority Meeting was adjourned at 10:36 A.M. by Chairman Kiker.

All Board members were in favor of the adjournment.

*All voted in favor: Chairman Kiker, Vice Chairman McPherson, Secretary Horne, Treasurer Haenlein*

The next MCA Authority Meeting will be held at **09:00 on Wednesday, May 21<sup>st</sup>**.

A handwritten signature in black ink, appearing to read "Adam P. Kiker", written over a horizontal line.

Adam Kiker, Authority Chairman

A handwritten signature in black ink, appearing to read "Gene Horne", written over a horizontal line.

Gene Horne, Authority Secretary