



Moore County Airport Authority

September 10, 2025

Public Meeting – 09:00

The Moore County Airport Authority Meeting for Wednesday, July 9, 2025, was held in-person and via zoom. A quorum was present.

- Authority Members Present:** Adam Kiker, Chairman
Tom McPherson, Vice Chairman
Ken Haenlein, Treasurer via zoom
Roland Gilliam, Board Member
- Staff Present:** Rick Cloutier, Airport Director
Paul Puszynski, Operations Manager
Carol Oakley, Finance Administrator
Keiko Brantley, Administrative Assistant
- Guests Present:** Stephen Bright – Talbert & Bright
Steve Bright – Talbert & Bright
Tony Law- Guest
John Lewis – Guest
Elana Marsh – The Pilot
Randy Saunders- Guest
Eric Peterson - Alliance
Melissa Cross- Alliance
Joyce Fitzpatrick- Fitzpatrick Communications
Cyrus Stewart- Fitzpatrick Communications

To Note: *Action Items*****

CALLED TO ORDER: Chairman Adam Kiker called the meeting to order at 9:02 a.m.

- A. Pledge of Allegiance**
Chairman Kiker led the Pledge of Allegiance.

B. Public Comments

None

C. Request for Additional Agenda Items

None

D. Additional Agenda Item(s) Added:

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 September 10,2025, was presented.

Chairman Kiker asked for a motion to approve the agenda.

M/- McPherson and S/- Gilliam

All voted in favor: Chairman Kiker, Vice Chairman McPherson, Board Member Gilliam

G. Approval of Previous Meeting Minutes

Chairman Kiker asked for a motion to approve the Minutes of Moore County Airport Authority Meeting presented on August 13,2025.

M/- Gilliam and S/- McPherson

All voted in favor: Chairman Kiker, Vice Chairman McPherson, Board Member Gilliam

H. Consent

1. Amendment #7 to Service Contract between Moore County Airport Authority and Robbins May and Rich LLP for \$50,000.

Chairman Kiker asked for a motion to approve the retainer contract.

M/- McPherson and S/-Gilliam

All voted in favor: Chairman Kiker, Vice Chairman McPherson, Board Member Gilliam

I. New Business

1. General Aviation Terminal Schematic Design and Bidding Proposal

The GA Terminal schematic design and bidding proposal with Allliance. The project will move forward using a Construction Manager at Risk (CMAR) to provide early input and value engineering, with Allliance recommending engagement within 3–4 months. The schematic design is expected to take approximately six months and will include a two-story footprint. Current available funding is about \$4.5 million from the original \$5 million allocation, while total project costs are estimated at \$10–12 million, requiring additional state and federal funding.

Chairman Kiker asked a motion to approve the contract for a schematic design.

M/-Kiker and S/-McPherson

All voted in favor: Chairman Kiker, Vice Chairman McPherson, Board Member Gilliam

2. Communications and Public Relations Proposal

Representatives from Fitzpatrick Communications presented a proposal to support messaging around the Airport's commercial service initiative, focusing on addressing misperceptions and building community and business support. Their plan included audience-specific messaging, coalition building, media outreach, and materials such as a website, economic impact summaries, noise graphics, and testimonial videos. Board members discussed the importance of emphasizing cost and probability of success over noise concerns and noted the need for stronger business financial commitments before moving forward. Given upcoming board transitions, the Authority agreed to table the proposal until October for further consideration.

Chairman Kiker moved to table the proposal until the October meeting for further consideration.

M/-McPherson and S/-Gilliam

All voted in favor: Chairman Kiker, Vice Chairman McPherson, Board Member Gilliam

3. Airport Enterprise Transfer Amendment

Airport Administration presented a budget amendment related to the final closeout of the 2019 grant project for apron lighting and airfield signage, completed between 2019 and 2022. A reimbursement of \$159,381 remains, which had originally been funded through the 640-project account in a prior year. The amendment was required to properly allocate the reimbursement into the current year's budget. The matter was described as procedural with no financial impact.

Chairman Kiker motioned to approve the budget amendment.

M/-McPherson and S/-Gilliam

All voted in favor: Chairman Kiker, Vice Chairman McPherson, Board Member Gilliam

J. Old Business

Hangar Construction

Airport Administration reported that hangar construction is progressing with agreed-upon designs and tentative costs pending final bids. Draft leases and letters of intent are being prepared, with AVA Tech pursuing a 20-year lease. The LGC review has been pushed to November to allow time for contracts, financial documents, and supporting bank paperwork to be finalized. Additional projects with AVA Technologies and DST are also advancing, with some tenants electing to finish their own office space interiors. Board members emphasized careful review of lease terms to ensure long-term financial protections, while staff confirmed that design, surveys, environmental review, and permitting are underway. Although moving slower than anticipated, the projects continue to progress.

K. Projects, Summaries and Updates

1. Air Service Discussion

The Airport Director reported growing momentum in the commercial air service initiative, noting that several businesses have begun committing to funding, though no formal contributions have been received yet. With community engagement and the planned communications strategy, the project is expected to continue moving forward.

2. Taxi lane/Hangar Pad Sites

Airport Administration reported that design work is 60% complete and expected to reach 90% by mid-October. The state has approved an additional scope to include environmental design for a connecting taxiway, with the project anticipated to be ready for bidding by year's end.

3. ROFA/RPZ

Airport Administration reported that environmental work and surveys are complete with Talbert and Bright, with 90% design expected by November, and the project anticipated for funding and advancement next year.

4. Apron

Airport Administration reported that apron rehabilitation design alternatives are being coordinated with the state and FAA, with design and environmental work funded this year and construction planned in phases over the next two years. Updates to the stormwater protection and spill control plans are also underway.

5. Terminal Roof

Airport Administration reported that roof repairs are underway and in worse condition than anticipated once the old roofing was removed, though the contractor expects completion by next week with only minor additional costs (less than 10%) for welding repairs.

6. FBO Manager

Airport Administration announced that the new FBO Manager, Marcus, will begin on September 29, and recruitment is underway for a new Operations Manager, with the goal of having the full team in place by year's end in anticipation of Paul's planned departure.

L. Financial and Other Key Performance Indicators

Airport Administration reported strong financial performance, with fuel sales up for July and August and trending positively year-to-date. For the most recent month, revenues totaled \$398,695 against expenses of \$335,550, yielding a \$63,000 surplus; year-to-date revenues stood at \$872,582 versus \$770,913 in expenses, for a net gain of approximately \$102,000. Operating and enterprise fund balances also increased, aided by interest earnings. Accounts receivable reporting remains impacted by software transition issues, though over-90-day balances are low, and efforts are underway to migrate from Total FBO to Atlas for improved accuracy. Overall, traffic is up about 5% year-over-year, and the airport anticipates continued strong activity in September with upcoming events.

M. Announcements/Comments

- Festival D' Avion – October 25, 2025
- American Red Cross Blood Drive- December 2, 2025

Chairman Kiker asked for a motion to enter closed session.

M/- McPherson and S/- Gilliam

All voted in favor: Chairman Kiker, Vice Chairman McPherson, Board Member Gilliam

N. Closed Session

Enter closed session at 9:55 A.M.

1. Pursuant to N.C.G.S. 143-318.11(a)(5), the Airport Authority will meet to consider and discuss the negotiations of price and terms of a contract concerning the sale, lease, or acquisition of real property.

O. Adjournment

Chairman Kiker asked for a motion to exit closed session and adjourn.

M/- McPherson and S/- Gilliam

All voted in favor: Chairman Kiker, Vice Chairman McPherson, Board Member Gilliam

Meeting adjourned at 10:15 AM.

The next MCA Authority Meeting will be held at **09:00 on Wednesday, October 8th , 2025.**



Adam Kiker, Authority Chairman



Ken Haenlein, Authority Treasurer