



Rutherford County

Office Building
289 N. Main Street
Rutherfordton, NC 28139

Meeting Agenda Rutherford County Airport Authority

Tuesday, June 17, 2014

5:30 pm

I. Call To Order

II. Pledge of Allegiance

III. Public Comments

Comments should be limited to five (5) minutes. Written comments submitted prior to the Board meeting will be copied and distributed to the Airport Authority.

IV. Consent Agenda

Minutes of May 20, 2014

Attachments: 2014.05.20Minutes

V. Financial Report

VI. Airport Operations Report

Weekly Report

Attachments: 2014.06.10 WEEKLY REPORT

VII. Old Business

Lease Agreements

VIII. New Business

Resolution Authorizing Staff to Execute Hanger Space Lease Agreement

Attachments: Resolution Authorizing Staff to Execute Lease Agreements

X. Adjourn

MINUTES OF THE MEETING OF THE RUTHERFORD COUNTY AIRPORT AUTHORITY HELD AT THE RUTHERFORD COUNTY AIRPORT ON MAY 20, 2014 AT 5:30 PM.

**PRESENT: CHAIRMAN GREG LOVELACE
WILLIAM ECKLER
ROGER RICHARD
JULIUS OWENS**
ABSENT: VICE CHAIRMAN EDDIE HOLLAND

* * * * *

CALL TO ORDER/ PLEDGE OF ALLEGIANCE

Chairman Lovelace called the meeting to order and Roger Richard led in the Pledge of Allegiance.

PUBLIC COMMENTS

There were no public comments.

Minutes/April 15, 2014

Julius Owens made a motion to approve the minutes of the April 15, 2014 meeting and Bill Eckler seconded. The motion passed with Chairman Lovelace, Eckler, Owens and Richard voting aye; no Airport Authority Member voting no; and Airport Authority Vice Chairman Holland excused.

Financial Report

County Manager Carl Classen reported on the revenues and expenditures through April 30, 2014. There were no questions about the financial report.

Airport Operations Report

Chris Roach reported fuel sales for the month of April were 7418 gallons.

Leases

County Manager Carl Classen stated that the operational lease, hangar lease, and transient aircraft usage lease were being drafted and would be presented at the next meeting.

Airport Authority Attorney, Beth Miller stated that she was working on a hangar leasehold transfer policy and that assignment of a new lease would be contingent on whether the hangar fees had been paid and that all payments are due before the transfer of the lease.

New Business

Closed Session Attorney Client Privilege NCGS 143-318-11(a)(3).

Julius Owens moved and Bill Eckler seconded to go into closed session regarding attorney client privilege pursuant to NCGS 143-318.11(a)(3). The motion passed with Chairman Lovelace, Eckler, Owens and Richard voting aye; no Airport Authority Member voting no; and Airport Authority Vice Chairman Holland excused.

Carl Classen asked the board, Beth, and Brooke to remain.

Closed Session - 5:37

Return to Open Session - 5:43

ADJOURNMENT

Bill Eckler moved to adjourn and Julius Owens seconded the motion. The motion passed with Chairman Lovelace, Eckler, Owens and Richard voting aye; no Airport Authority Member voting no; and Airport Authority Vice Chairman Holland excused.

5:44 P.M. - Adjourned.

Chairman, Airport Authority

Vice Chairman, Airport Authority

Attest:

Secretary to the Airport Authority

RUTHERFORD COUNTY
 Airport - Revenue and Expense
 Report dates 07/01/2013 - thru - 05/31/2014

Account Number	Account Description	Amended Budget	Period Activity 05/01/2014 to 05/31/2014	Fiscal Year to Date 07/01/2013 to 05/31/2014	Encumbrances	Available Budget
13-3453-410-01-000	AIRPORT FUEL SALES	350,000.00	-49,599.10	-335,015.31	0.00	14,984.69
13-3453-800-00-000	AIRPORT MISCELLANEOUS REVENUES	0.00	-15.00	-165.00	0.00	-165.00
AIRPORT		350,000.00	-49,614.10	-335,180.31	0.00	14,819.69
13-3834-800-01-000	RENTS-AIRPORT	18,400.00	-4,993.92	-22,552.97	0.00	-4,152.97
MISCELLANEOUS REVENUE RENTS		18,400.00	-4,993.92	-22,552.97	0.00	-4,152.97
13-3980-980-10-000	CONTRIBUTION FROM GENERAL FUND	119,556.00	-44,876.78	-130,502.97	0.00	-10,946.97
TRANSFERS FROM OTHER FUNDS		119,556.00	-44,876.78	-130,502.97	0.00	-10,946.97
Total Revenue		487,956.00	-99,484.80	-488,236.25	0.00	-280.25
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13-4101-181-00-000	F I C A	0.00	0.00	0.00	0.00	0.00
13-4101-181-01-000	MEDICARE FICA 1.45%	0.00	0.00	0.00	0.00	0.00
13-4101-182-00-000	RETIREMENT EMPLOYER	0.00	0.00	0.00	0.00	0.00
13-4101-182-01-000	401K EMPLOYER	0.00	0.00	0.00	0.00	0.00
13-4101-183-01-000	LIFE & DISABILITY INS EMPLOYER	0.00	-2.00	-2.00	0.00	2.00
13-4101-298-01-000	STATE SALES TAX 4.5%	0.00	0.00	0.00	0.00	0.00
13-4101-298-03-000	COUNTY SALES TAX 2% & 2.5%	0.00	0.00	0.00	0.00	0.00
CLEARING ACCOUNTS		0.00	-2.00	-2.00	0.00	2.00
13-4530-121-00-000	AIRPORT SALARIES REGULAR	30,745.00	2,694.85	26,687.02	0.00	4,057.98
13-4530-122-00-000	AIRPORT SALARIES OVERTIME	900.00	0.00	846.16	0.00	53.84
13-4530-126-00-000	SALARIES TEMPORARY PART-TIME	32,040.00	1,621.30	30,728.29	0.00	1,311.71
13-4530-181-00-000	F I C A	3,789.00	229.28	3,285.21	0.00	503.79
13-4530-181-01-000	MEDICARE FICA	887.00	53.62	768.32	0.00	118.68
13-4530-182-00-000	RETIREMENT	4,276.00	336.05	3,024.68	0.00	1,251.32
13-4530-182-01-000	NC RETIREMENT 401K	1,123.00	87.58	788.27	0.00	334.73
13-4530-183-00-000	HEALTH AND LIFE INSURANCE	4,775.00	478.25	3,827.44	0.00	947.56
13-4530-183-01-000	EMPLOYEE EVALUATIONS	0.00	0.00	90.00	0.00	-90.00
13-4530-186-00-000	WORKMENS COMPENSATION	1,677.00	0.00	1,677.00	0.00	0.00
13-4530-189-01-000	OTHER FRINGE BENEFITS	0.00	0.00	0.50	0.00	-0.50
13-4530-192-00-000	PROFESSIONAL SERVICES LEGAL	9,000.00	629.00	3,629.00	0.00	5,371.00
13-4530-192-01-000	PROFESSIONAL SERVICES OTHER	5,000.00	0.00	5,000.00	0.00	0.00
13-4530-251-01-000	AV FUEL PURCHASES	300,000.00	89,894.12	355,043.77	0.00	-55,043.77
13-4530-260-00-000	OFFICE SUPPLIES	1,500.00	-0.91	1,407.41	0.00	92.59
13-4530-260-02-000	SUPPLIES	2,000.00	0.00	1,494.43	0.00	505.57
13-4530-299-00-000	PUBLIC RELATIONS	500.00	0.00	0.00	0.00	500.00
13-4530-311-00-000	TRAVEL/EXPENSE REIMBURSEMENT	300.00	0.00	86.88	0.00	213.12

RUTHERFORD COUNTY
 Airport - Revenue and Expense
 Report dates 07/01/2013 - thru - 05/31/2014

Account Number	Account Description	Amended Budget	Period Activity 05/01/2014 to 05/31/2014	Fiscal Year to Date 07/01/2013 to 05/31/2014	Encumbrances	Available Budget
13-4530-321-00-000	TELEPHONE	2,297.00	153.71	2,252.70	0.00	44.30
13-4530-325-00-000	POSTAGE	75.00	0.00	23.54	0.00	51.46
13-4530-331-00-000	UTILITIES SEWER WATER ELECTRIC	7,000.00	733.80	7,756.57	0.00	-756.57
13-4530-351-00-000	REPAIRS & MAINT AIRPORT	33,823.00	147.30	11,975.13	450.00	21,397.87
13-4530-352-00-000	MAINTENANCE TO EQUIPMENT	5,000.00	203.85	259.66	0.00	4,740.34
13-4530-353-00-000	MAINTENANCE TO VEHICLES	1,000.00	0.00	927.27	0.00	72.73
13-4530-370-00-000	ADVERTISING	500.00	0.00	0.00	0.00	500.00
13-4530-440-00-000	SERVICE & MAINTENANCE CONTRACTS	29,000.00	2,225.00	22,250.00	6,675.00	75.00
13-4530-451-00-000	PEROPERTY/OPERATIONS INSURANCE	7,949.00	0.00	4,211.00	0.00	3,738.00
13-4530-452-00-000	INSURANCE-LIABILITY BOARD MEMBERS	2,500.00	0.00	0.00	0.00	2,500.00
13-4530-491-00-000	DUES & SUBSCRIPTION	300.00	0.00	198.00	0.00	102.00

AIRPORT		487,956.00	99,486.80	488,238.25	7,125.00	-7,407.25

Total Expense		487,956.00	99,484.80	488,236.25	7,125.00	-7,405.25
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Airport Fund		0.00	0.00	0.00	7,125.00	7,125.00
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Brooke Watson

From: Carl Classen
Sent: Monday, June 09, 2014 5:15 PM
To: Chris Roach
Cc: Brooke Watson; Paula Roach
Subject: RE: Weekly Fuel Report

Thanks, Chris.

Carl Classen
County Manager
Rutherford County, NC
(828) 287-6060

Pursuant to North Carolina General Statutes, Chapter 132, et seq., this electronic mail message and any attachment hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to requests for review.

From: Chris Roach
Sent: Monday, June 09, 2014 5:07 PM
To: Carl Classen
Cc: Brooke Watson; Paula Roach
Subject: Weekly Fuel Report

Carl,

The following current prices are now valid for June 9th, 2014

Jet-A - 3.31317 (-0.04948)
100LL - 4.6533 (+0.00267) (Full Load)
100LL - 4.9278 (+0.00267) (Half Load)

Current fuel prices for Rutherford County Airport and surrounding areas:

KFQD - Rutherford - (100LL = \$5.45) (Jet-A = \$4.75)

Surrounding Airports

KEHO - Shelby - (100LL self serv = \$5.25) (100LL full serv = \$5.65) (Jet-A = \$4.70)
KMRN - Morganton - (100LL = \$5.59) (JetA = \$5.69)
KAVL - Asheville - (100LL = \$7.31) (JetA = \$7.08)
KSPA - Spartanburg - (100LL = \$6.00) (JetA = \$5.75)
35A - Union, SC - (100LL = \$5.30) (JetA = not sold)
KHKY - Hickory - (100LL self serv = \$5.49) (100LL full serv = \$5.97) (JetA = \$5.71)
KDCM - Chester - (100-LL = \$5.90) (JetA = \$5.80)

Price Changes This Week

None

All prices current as of 6/9/14 @5:05pm.
All prices include sales tax.

Recommendation:

Continue to monitor fuel purchase prices along with surrounding areas for the next couple of weeks.

Jet-A: Keep current price of **\$4.75** per gallon.

100-LL: Keep current price of **\$5.45** per gallon.

Thank you,

Christopher Roach

Rutherford County Airport
622 Airport Road, Suite 102
Rutherfordton, NC. 28139

Chris.Roach@RutherfordCountyNC.Gov

828-755-7261 (Mobile)

828-287-0800 (Office)

828-286-1374 (Fax)

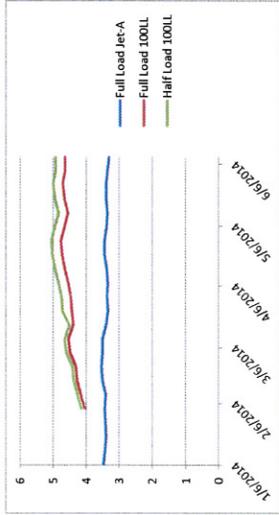
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Rutherford County Airport

Weekly Fuel Price Report

Weekly Purchase Price Fluctuation



Sales Template - Jet-A		Enter Price Here	
Purchase Price - Jet-A	3.31317		
Mark Up	1		
CC Fee	0.00%		
Subtotal	4.34317		
Sales Tax	6.75%		
Total Chg	0.293163975		
	4.63633575		
			Current Price 4.75

Sales Template - 100-LL		Enter Price Here	
Purchase Price - 100LL	4.6533		
Mark Up	0.3		
CC Fee	0.139599		
Subtotal	5.092898		
Sales Tax	6.75%		
Total Chg	0.343770683		
	5.436669683		
			Current Price 5.45

Cost Of Last Load Delivered	
Jet-A	3.99949 5/26/2014
100-LL	4.67088 5/28/2014

Date	Selling Prices (AFTER TAX)			KAVL Ashville	KSPB Spartanburg	KDCM Chester	KHRY Hickory	KMRN Morganton	35A Union
	Jet-A	100LL Full	100LL Self						
8/6/2013	3.45871	5.04072	5.35						
8/13/2013	3.44021	4.76622	5.35						
8/20/2013	3.5039	4.93304	5.35						
8/27/2013	3.53775	4.474284	5.35						
9/3/2013	3.60809	4.532604	5.36						
9/10/2013	3.53068	4.415294	5.36						
9/17/2013	3.48755	4.168644	5.36						
9/24/2013	3.42469	4.224048	5.36						
10/1/2013	3.35203	4.127864	5.36						
10/7/2013	3.35203	4.251114	5.36						
10/17/2013	3.37517	4.230112	5.36						
10/14/2013	3.42187	4.2574	5.36						
10/21/2013	3.42017	4.24266	5.36						
10/28/2013	3.36431	4.51716	5.36						
11/4/2013	3.38531	4.345	5.36						
11/11/2013	3.25285	4.118	5.36						
11/18/2013	3.29981		5.36						
11/25/2013	3.37301		5.36						
12/2/2013	3.45502		5.36						
12/9/2013	3.46451		5.36						
12/16/2013	3.42337		5.25						
12/23/2013	3.44853		5.25						
12/30/2013	3.5285		5.25						
1/6/2014	3.47335		5.36						
1/13/2014	3.42369		5.36						
1/20/2014	3.39769		5.36						
1/27/2014	3.42113		5.36						
2/3/2014	3.43555		5.31						
2/10/2014	3.40569	4.147068	5.31						
2/17/2014	3.50083	4.171584	5.31						
2/24/2014	3.38228	4.383228	5.31						
3/3/2014	3.50239	4.428664	5.31						
3/10/2014	3.50843	4.495644	5.31						
3/17/2014	3.40227	4.652328	5.31						
3/24/2014	3.33859	4.547844	5.31						
3/31/2014	3.36683	4.402744	5.31						
4/7/2014	3.34753	4.47762	5.31						
4/14/2014	3.37511	4.47488	5.31						
4/21/2014	3.44998	4.83206	5.31						
4/28/2014	3.44447	4.93916	5.31						
5/5/2014	3.38825	4.74468	5.31						
5/12/2014	3.35951	5.01918	5.31						
5/19/2014	3.39979	5.05484	5.31						
5/26/2014	3.39949	4.95102	5.31						
6/2/2014	3.36265	4.67652	5.31						
6/9/2014	3.31317	4.56246	5.31						
		4.83696	5.31						
		4.94538	5.31						
		4.72428	5.45						
		4.98878	5.45						
		4.92513	5.45						
		4.65063	5.45						
		4.9278	5.45						
		4.6533	5.45						

**A RESOLUTION AUTHORIZING COUNTY MANAGER AND AIRPORT
OPERATIONS MANAGER TO EXECUTE CERTAIN AGREEMENTS**

WHEREAS, the Rutherford Airport Authority ("Airport Authority") has directed the County Manager to develop monthly and transient lease agreements for use for aircraft storage in the Rutherford County terminal at the Rutherford County Airport and commercial operations agreements for use at the Rutherford County Airport in addition to the hangar ground leases currently being utilized by the Airport Authority; and

WHEREAS, the Airport Authority deems it to be appropriate to authorize the County Manager or the Airport Operations Manager to execute said monthly and transient lease agreements for use for aircraft storage; and

WHEREAS, the Airport Authority deems it appropriate to authorize the County Manager to execute commercial operations agreements on behalf of the Airport Authority.

NOW THEREFORE, BE IT RESOLVED by the Rutherford Airport Authority, that:

1. The Airport Authority hereby authorizes the County Manager and/or the Airport Operations Manager and/or Airport Operations Employees to execute the monthly and transient lease agreements for aircraft storage in the Rutherford County terminal, identified as Hangar 1 and 1A, on behalf of the Airport Authority.
2. The Airport Authority further authorizes the County Manager to execute commercial operations agreements on behalf of the Airport Authority.

Adopted this ___ day of June, 2014.

Rutherford Airport Authority

Chairman

Attest:

Clerk