Foothills Regional Airport Authority
Minutes
Stated Meeting
February 25, 2026
Airport Terminal Building

PRESENT: Those members present were: Joe Gibbons, Chairman; and Board members: Tommy Fraley, Tom Smith, Randy Burns, Butch McSwain, Lewis Carswell and Bruce Roberts. Also present were: Brent Brinkley, Airport Manager; Derek Brown, Assistant Manager; Norm Sherwood, Accountant; Pat Turney, Engineer; Keith Rigsbee, City Attorney; Jessica Lowman, Clerk; and members of the public.

CALL TO ORDER: The meeting was called to order by Chairman Gibbons at 12:05 p.m. A quorum was present.

AGENDA: Upon motion by Burns, and seconded by Fraley, and passed unanimously, the Agenda was adopted as presented.

APPROVAL OF MINUTES:

Upon motion by McSwain, seconded by Carswell, and passed unanimously, the Minutes of the regularly scheduled January 28, 2026 meeting were approved as presented.

AUDIT REPORT SUMMARY:

Rick Hammer with Lowdermilk, Church & Co. presented the 2024-25 audit report summary. He reported that the audit had been submitted to and approved by the Local Government Commission in November without issue. Hammer stated that the firm issued an unmodified opinion, meaning the financial statements were fairly presented in all material respects. He also reported that the compliance audit related to grant funding revealed no issues. Hammer reviewed the Board's June 30, 2025 financial highlights, including unrestricted cash and investments of approximately $2.05 million, restricted cash and investments of approximately $6.36 million, total current assets of approximately $8.7 million, capital assets of approximately $2.35 million, and total assets of just over $11 million. He further reported total liabilities of approximately $6.55 million, resulting in net position of approximately $4.58 million. He reviewed operating revenues, operating expenses, interest income, local contributions, and

grant revenues, and noted that although the Board showed a decrease in net position on the audited statements, it reflected positive income on a budgetary cash basis.

Upon motion by Burns, seconded by Fraley, and passed unanimously, the Board accepted the audit report summary as presented.

FINANCIAL REPORTS: Mr. Sherwood presented the January financial report. He reported that the month began with approximately $8.62 million across all accounts and ended with approximately $8.621 million. He noted that the operating account decreased during the month, largely due to routine expenditures, fuel purchases, storm-related tree removal, and payroll. He advised that the reconciled cash balance as of February 26, 2026 was approximately $8.615 million.

Sherwood reviewed the January operating budget report and compared year-to-date January 2026 figures to January 2025, noting that operating revenues were down approximately $132,000, primarily due to lower jet fuel and AvGas sales compared to the prior year, which had been impacted by unusually strong post-Helene fuel activity. He explained that lower fuel volume also reduced cost of sales, partially offsetting the decrease in revenues. He further reported that other revenues excluding grants and related interest were ahead of last year, with several hangar rental categories showing increases. Operating expenses excluding grant expenses were approximately $20,000 lower than the prior year. Overall, net income without grants and capital expense was approximately $41,000 lower than the same period last year.

Upon motion by Burns, seconded by McSwain, and unanimously passed, the financial report was accepted as presented.

FBO REPORT: Mr. Brown presented the FBO report and advised that accounts receivable remain in good standing, with 96% of all outstanding balances within the current billing cycle and only $260 owed beyond 90 days, representing one monthly hangar rent payment. Payroll remained generally consistent, though he noted some overtime and call-out hours associated with snow and ice removal. Brown reported that the airport had been closed for less time during recent winter weather than surrounding airports, which resulted in favorable feedback. He stated that overall hangar occupancy remains strong at approximately 90%, with all hangar types at full occupancy except tie-down spaces, which continue to lower the average. Fuel sales remain below prior-year levels, with AvGas down approximately

7% year-to-date and Jet-A down approximately 31%, though he noted some improvement from the prior month.

Brinkley added that construction work on the interior walls of the corporate hangars has been completed and that a new bifold door for the open hangar is expected to be delivered the following week. He also reported that staff is planning a customer appreciation event, likely in early May, and hopes to coordinate it with the airport's new maintenance provider.

PUBLIC COMMENTS:

Chairman Gibbons welcomed Caldwell County Manager Shane Fox and Assistant County Manager Jimmy Harrison to the meeting. Ashley Bolick provided an update on the federal EDA disaster recovery grant effort to support sewer extension from the Lenoir area to the airport. She reported that Duke Energy agreed to provide the remaining $10,000 needed to fully fund the $60,000 preliminary engineering report being prepared by McGill & Associates, in addition to prior support from North Carolina Railroad. Bolick also reported that representatives of the Golden LEAF Foundation expressed interest in the project and indicated a willingness to assist with any future match requirements if needed. She advised that the application is expected to be submitted in March. Bolick also shared additional economic development news, including the acquisition and reopening of the former Bakers Waste facility in Lenoir under new ownership and Caldwell County's efforts to purchase approximately 16 acres in the Sawmills ETJ for future industrial development. Burns also announced the birth of his grandson, Stratton Scott Burns.

OLD BUSINESS:

a. Parallel Taxiway–

Pat Turney reported that construction contracts for the parallel taxiway project had been sent to the contractor and were expected to be returned that week. Once received and reviewed, final execution copies would be forwarded for signature. Turney also reported that the professional services contract remains under review due to differences between the independent fee estimate and proposed hours, as well as differing views on quality assurance testing. He expressed confidence that those issues would be resolved in time for presentation at the March meeting.

b. New T-Hangar/NC Grant

Turney reported that the construction contract for the new T-hangar building had also been sent to the contractor and is expected to be

returned before the next meeting. He further advised that the related professional services contract remains under review and is expected to be presented in March.

Brinkley then requested authorization to issue a request for qualifications for engineering services related to the design, bidding, and construction administration of proposed new box hangars to be funded through the TRDF grant. He also recommended retaining Talbert, Bright & Ellington to provide grant administration services for that project.

Upon motion by Fraley, seconded by Carswell, and unanimously passed, the Board authorized issuance of the RFQ and authorized retaining Talbert, Bright & Ellington for grant administration services.

c. Maintenance Construction Standards

Brinkley and Turney presented draft hangar construction standards for future private hangar development at the airport. Turney explained that the standards were intended to establish minimum quality and design expectations for hangars constructed on airport property, including certain roof and exterior finish requirements, drainage standards, and code compliance. Board members discussed the need to coordinate portions of the draft with Burke and Caldwell County permitting and fire officials, particularly regarding drainage and fire suppression requirements, and to ensure flexibility for equivalent materials where appropriate.

No action was taken. Staff will continue reviewing the standards and anticipates bringing them back for approval at a future meeting.

d. Maintenance Hangar Updates

Brinkley reported that AGL Aviation's final day at the airport would be February 25, 2026, and that staff planned to complete final cleanup of the maintenance hangar over the following two days. He advised that PF Flyers is expected to begin moving into the hangar the following week and that he is optimistic about the services they will provide to airport customers. Brinkley noted that PF Flyers has a strong reputation and that local airport users have spoken favorably of the company's work.

NEXT MEETING:

The Chairman stated the next meeting would be set for noon on Wednesday, March 25, 2026 at the Airport Terminal.

There being no further business, the meeting was adjourned by the Chairman at 12:51 p.m.

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Joe Gibbons, Chairman Jessica Lowman, Clerk