

# **Morehead-Rowan County Airport Board Meeting Agenda**

**Thursday, 26 June 2025– 6:00 PM**

**Morehead-Rowan County Clyde A. Thomas Regional Airport**

1800 Rodney Hitch Blvd., Morehead, Kentucky

- A. Call to Order
- B. Confirmation of a Quorum
- C. Recognition of Guests
- D. Approval of Minutes from the May 2025 Regular Meeting
- E. Receive Financial Report for May 2025
- F. Public Comment
- G. Reports
  - a. FBO Activity Report: Mr. Holley
  - b. Garver Report: Mr. Adams
    - 1. Electrical Project – Radio interference
    - 2. AWOS Relocation Project
  - c. Building and Grounds: Mr. Oliver
  - d. Legal Report: Mr. Rogers
  - e. Chair Report: Dr. Mattingly
- H. Old Business:
- I. New Business:
  - a. Approval of Ms. Barbara Marsh as Administrative Assistant to the Board
  - b. Approval of 2024-25 Amended Budget
  - c. Approval of 2025-26 Budget
  - d. Approval of Financial Institutions
  - e. Approval of Secondary Signature Authority for Administrative Assistant: Ms. Barbara Marsh
  - f. Approval for Administrative Assistant (Ms. Barbara Marsh) to access financial records.
  - g. Nominating Committee Report: Mr. Dailey
  - h. Election of 2025– 2026 Officers
- J. Adjournment

**Next Regularly Scheduled Meeting – 6:00 pm 31 July 2025**

## **FIXED BASE OPERATOR'S AGREEMENT**

THIS AGREEMENT made and entered into this 26th day of June, 2025 between the MOREHEAD-ROWAN COUNTY AIRPORT BOARD, a Kentucky quasi-governmental agency pursuant to Kentucky Revised Statute 183.132, of 1800 Rodney Hitch Boulevard, P.O. Box 934, Morehead, KY 40351, hereinafter referred to as the "OWNER," and Holley Aviation, LLC, 685 Caudill Cemetery Road, Morehead, KY 40351, hereinafter referred to as the "OPERATOR;"

### **WITNESSETH:**

WHEREAS, Owner is a governmental agency, body politic and corporate organized and existing under and by virtue of the laws of the Commonwealth of Kentucky, specifically KRS 183.132, and is the owner of a public general aviation airport in Rowan County, Kentucky, and known as the Morehead-Rowan County, Clyde A. Thomas, Regional Airport, hereinafter referred to as the Airport, upon which Owner has constructed certain facilities consisting of a runway, taxiway, 'T' hangars, a commercial hangar, a Terminal building together with other facilities and appurtenances; and

WHEREAS, Operator and Owner, have agreed in respect to the management of the aforesaid operation as hereinafter specified.

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, it is agreed by and between the Parties hereto as follows:

1. TERM. The term of this Agreement shall be for a period of sixty (60) consecutive months, commencing on July 1, 2025 and ending June 30, 2030, unless otherwise terminated or amended as provided in this Agreement.
  - (a) Either party may terminate this Agreement, with or without cause, prior to the end of the term by giving ninety (90) days written notice to the other party.
  - (b) The Operator and the Executive Committee of the Board will meet at least semi-annually to discuss the administration of, and adherence to, this agreement by both Parties, and to discuss novel issues not addressed by this agreement.
- 2) PREMISES. As used in this Agreement the term "Airport" shall include the Morehead-Rowan County, Clyde A. Thomas, Regional Airport property and all buildings and fixtures thereto, including but not limited to hangars, Terminal building, and residence. Owner does hereby give and grant unto Operator exclusive rights of use and occupancy of facilities, equipment and improvements commonly known as the Terminal Building, attached hangar, and non-exclusive rights to use common areas of the Airport including parking areas, runways, taxiways, aprons, roadways, flood lights, landing lights, signals and other conveniences for the takeoff, flying and landing of aircraft.
- 3) Owner and Operator specifically agree further as follows:
  - (a) Owner reserves for its own use and without charge, rebate, or increase in payments hereinafter provided to be made by Owner, the right and privilege to use or occupy so much of the Administration Building, as may be needed at any time hereafter, in

the sole discretion of the Owner, for storage and/or meeting purposes. Owner's right of use for meeting purposes shall take priority over any other scheduled event of Operator.

- (b) That any right herein granted to install, operate, maintain, repair or store shall be subject to approval at all times of Owner in the interests of safety and convenience of all concerned, this paragraph not limited to but having reference in particular to any equipment necessary for the conduct of Operator's business.
- (c) Operator shall recommend and Owner shall approve upgrades, replacement or additions to the equipment and furnishings of the Terminal building as necessary for essential operational levels upon.
- (d) Operator shall not sublet, or allow the private use of, the Airport or any part thereof, without the express written consent of Owner. This requirement of prior written consent shall not apply to rental of the community hangar or tie-down space for aircraft storage, provided such storage is not part of a business operating from the Airport.
- (e) Operator shall manage, collect and retain all rental income from the Terminal, attached community hangar, trailer parking lot, and Tie Downs. The Operator shall present a Tie Down and community hangar rate schedule to the Board's Secretary/Treasurer Board at the beginning of each fiscal year and report occupancy quarterly to the Board at its regular meeting.
- (f) Operator shall not make any additions, alterations, and improvements in and to the buildings or structures or infrastructure of the Airport without the express written consent of Owner.
- (g) That any repairs, improvements, alterations, or fixtures other than those of a removable nature made or installed by Operator in any building or structure or infrastructure under this Agreement shall, from the date of such installation or making thereof be the property of Owner unless otherwise provided by agreement prior to said installation.
- (h) Operator shall be responsible for ordinary upkeep of all buildings, structures or infrastructure of the Airport, except that Owner shall pay the costs associated with said upkeep, such as repair costs involving materials, equipment, and contract labor.
- (i) Upon termination of this Agreement, Operator shall surrender and deliver the Airport together with all improvements thereon made by the Operator in as good order and repair as when first received or constructed by it, reasonable wear and tear in the use thereof and damage by fire and the elements excepted, unless caused by Operator's negligence, in which case the Operator shall be responsible.
- (j) That included in the rights herein granted are rights of ingress to and egress from the premises, which rights shall extend to Operators, employees, passengers, guests, invitees and patrons of Operator.
- (k) Operator shall be responsible for the control and issuance of airport facility exterior and interior keys, and shall maintain a current list of key holders. Operator shall make a quarterly report to the Secretary/Treasurer of keys issued.

4. PERMITTED USES. Operator shall use and occupy (in common with others) the aprons, space, facilities, taxiway, runways, etc. as set forth in Paragraph 2 hereof, in accordance

with the limitations placed upon such use and occupancy herein for the following purposes, and only for the following purposes:

- (a) Operation and conduct of a primary and/or advanced flight school, which school shall include courses for the attaining of private, commercial and/or instructor's certificates;
- (b) Operation of the hangar as a service shop for repairs and service to aircraft for the convenience of said Airport and its patrons;
- (c) Conduct of private plane operations, which shall include the servicing, storing and repairing as hereinafter set forth;
- (d) Conduct of the sale of aircraft, aircraft accessories, aircraft parts, and products used in connection with the servicing, sale or handling of aircraft;
- (e) Conduct of charter service;
- (f) Custom Crop spraying, crop seeding, insect control program, aerial farm survey program, and aerial commercial advertising programs of all types; and
- (g) Conduct of such other activities as may be mutually agreed upon by the Owner and Operator.

5. OWNER SUBSIDY. It is the express intent of Owner that the operation of the Morehead-Rowan County Airport become and be financially viable for Operator, so much so that at some future point Operator may pay Owner for the right to operate. However, at this time, Owner understands that operations cannot be financially self-sustaining. Therefore, Owner agrees to pay unto Operator as consideration to subsidize Operator's income from the operation of the Airport, the sum of three-thousand, three-hundred, thirty-three dollars and 33 cents (\$3,333.33) each month.

6. FUEL SYSTEM. The Operator owns the fuel and is responsible for the management and operational costs of the fueling systems, including replacement of fuel filters and routine maintenance of the fueling systems. The Operator is responsible for ensuring the quality of the fuel sold and establishing the retail price of each fuel type, its resell and the marketing of the fuel to potential purchasers. The Owner shall remain responsible for the capital replacement costs and non-routine repair and maintenance on the fueling vehicles and the fuel farm.

It is the responsibility of the Operator to perform annual preventive maintenance of the newly painted fuel tanks in order to maximize the tank finish paint application.

In the event the Operator and the Owner terminate its contractual relationship, and if necessary, the Owner shall repurchase the fuel in the tanks from the Operator under the following inventory verification and per gallon cost calculation as described below:

The total purchase price for each type fuel shall be determined based on the fuel inventory in each tank including the Jet A fuel truck. The manual measurement will be applied to the tank capacity conversion table to determine the actual fuel level in each tank. The per gallon purchase price of each fuel shall be based on the Operator's last fuel purchase invoice from Titan Aviation Fuels, Inc. The per gallon cost is comprised of the unit price per gallon plus all state and federal taxes and fees per the invoice. This calculated per gallon

rate shall be multiplied by the agreed upon inventoried fuel in the respective tank at the time of the purchase transaction.

7. T HANGARS AND RESIDENCE. The Owner possesses twenty-four (24) T hangars and a 1,300 SF double wide mobile home. Owner shall receive all rental income from the T hangars and residence and will be responsible for leasing and collecting the rentals. Operator agrees as part of the consideration for this Agreement that he and his employees shall and will oversee the hangars and residence as to routine maintenance and upkeep, provided that any cost of materials for such maintenance and upkeep shall be paid by Owner. Further Operator will assist and cooperate with Owner in the promotion and marketing of the T hangar rentals. Nothing herein shall prohibit Operator from providing any additional services to T hangar lessees and residence lease holder as may be reasonable and charging for said services, provided such services are approved by Owner.

8. TIE-DOWNS AND TRAILER PARKING. Owner and Operator agree there is now in existence at the Airport ten (10) Tie Down spaces. Owner and Operator agree that these spaces shall be available for monthly rental. Operator may charge a daily fee for transient tie-downs as well as landing and other service fees for various categories of aircraft. In addition, space is available for trailers in the designated parking lot. Management of the Tie-Down and Trailer Parking space is the responsibility of the Operator, who shall retain the rental income derived therefrom.

9. UTILITIES. Owner shall pay the Airport's utility bills, including but not limited to electric, water, voice, and data, waste water and solid waste removal associated with the T hangars, regulator building, security lights, and Terminal building and hangar. However, with respect to the Terminal building and attached hangar Operator shall remain aware at all times of the cost of said utility costs in order to minimize those costs to the Owner.

10. OPERATOR'S DUTIES. As further consideration for this Agreement:

(a) Operator and its employees shall and will, when practical, assist all patrons of the Airport, whether its customers or not: the assistance to include the handling of the aircraft, tying down of aircraft, and all other incidentals common to airport operation.

(b) Operator agrees to use its best efforts to promote and advertise for the use of the airport and its facilities. Operator shall submit for Owner's approval no later than March 1<sup>st</sup> of each year plans to promote the Airport through fly-ins and other public activities and events.

(c) Operator shall at all times keep a uniform set of books in which shall be recorded a full, complete and accurate record of all transactions of Operator, including all receipts, charges, open accounts, contracts, notes, expenses and disbursements. Operator shall deposit all receipts in a bank of his choice and all disbursements shall be made by check. Operator shall provide and make available such books to Owner in a legible format upon demand with reasonable notice.

(d) Operator shall provide or coordinate the provision of a maintenance shop and service for general aviation aircraft.

(e) Operator will generally maintain a minimum 8 hours/day operating schedule from Monday through Friday. The operating schedule during weekends shall be 10:00 a.m. to 4:00 pm on Saturday and 1:00 PM to 4:00 pm on Sunday, excluding Christmas Day and Thanksgiving. Operator shall post hours of operation and contact information daily on the appropriate web sites and at the Terminal Building. The Operator or designee shall be available at all times to answer the Terminal Building phone during normal operating hours.

(f) The Operator shall at all time keep the Board Chair informed of extended absences from the site and planned staffing strategies regarding the absence.

(g) The Operator shall immediately inform the Chair, or in the absence of the Chair, the Vice Chair or Secretary/Treasurer, of any and all visits to the airport by state, federal or local officials and dignitaries, planned or otherwise.

(h) At all times the Operator shall keep the Board informed regarding items of interest.

(i) Operator will provide or provide the personnel for all ground maintenance and management including but not limited to mowing, snow removal, parking areas management and maintenance, and building maintenance and cleaning. Owner will provide unto Operator operable grounds maintenance equipment, including mowing and snow removal equipment, and will reimburse for, or provide fuel for, the use of such equipment. Owner may purchase additional equipment for Operator's use as needed and replace as necessary existing equipment. Operator shall regularly advise the Owner of the state of the grounds equipment with recommendations related to maintenance or replacement.

(j) Operator will take charge of the Airport grounds and all facilities and shall provide for the safety and security of the grounds and facilities themselves and Airport patrons. The Operator is responsible for the cutting and trimming of Airport lands and fencing and yards, i.e. those areas not cut by the holder of the "hay franchise," except the leaseholder of the residence shall provide its yard care.

(k) Operator will maintain membership in the Morehead-Rowan County Chamber of Commerce. Owner will pay on behalf of Operator, Operator's membership fee.

(l) Operator or designee shall be present at all regularly scheduled meetings of the Owner's Board and provide an operation report to include fuel sales and comparison information to previous periods.

(m) That Operator shall and will keep the Airport grounds, community hanger, T-Hangars (exterior only) and fuel farm in a safe, sanitary and clean condition and shall dispose of all debris and other waste matter which may accumulate, and shall utilize proper, Owner provided, containers with proper covers for any waste. Owner's Board may designate one of its members as Director of Buildings and Grounds. Such Director, along with Operator, shall determine the best possible practices and/or needs for maintenance, upkeep and improvement of the Airport grounds and buildings. When deemed necessary, proposals will be presented to Owner's Board for approval. Operator will be responsible for completion of such plans.

(n) Operator will submit to the Secretary/Treasurer, a quarterly accounting of all community hanger, Tie-down, and parking lot tenants and rents.

(o) Operator will manage all aspects of the T-Hangars and Tie-down spaces, including efforts to maintain 100% occupancy. In case of vacancies, the Operator shall

select new tenants from a maintained list of potential tenants, with preference for new tenants, and advise the Secretary/Treasurer of new tenants in order for leases to be prepared. Access to a T-hangar shall not be allowed absent an approved lease agreement with the Owner. The Operator shall be responsible for leases related to Tie-Downs and Large Hangar occupancy.

(p) Operator will notify the Secretary/Treasurer or Assistant Secretary/Treasurer within 48 hours of the receipt of a T-hangar rental payment it has received on behalf of Owner.

(q) Operator must have the prior approval of Owner's Board, or an Officer, for any expense incurred on behalf of Owner that is Five-Hundred (\$500) Dollars or greater. Operator will provide invoices related to all transactions or charges that are Owner's responsibility and all transactions in which Operator anticipates reimbursement from Owner.

(r) Operator will provide Secretary/Treasurer a list of employees or contractors under its supervision and report any changes at monthly Board meetings. The Owner reserves the right to approve Operator's employees and contractors.

10. REGULATORY COMPLIANCE. As part of the consideration for this Agreement, Owner and Operator further specifically agree as follows:

(a) Operator, its authorized agents, representatives, servants and employees, will act at all times under and consistent with the rules, regulations and mandates of the Federal Government, the Federal Aviation Administration, the Commonwealth of Kentucky, and the rules and regulations of Owner, or the rules and regulations of any other proper authority having jurisdiction now or hereafter over conduct of operations the Airport.

(b) Operator will obtain and maintain any and all federal, state, and/or local licenses and permits.

(c) Operator will operate the Airport within the terms and conditions of any contractual obligations of Owner, specifically, and not as a limitation, Operator will operate and maintain the fueling system consistent with any contractual requirements of the fuel supplier.

(d) Operator will, if required, maintain such flight records or other records of operations of the Airport and such other data as may be required by the Federal Aviation Administration, any other agency of the Federal Government, the State of Kentucky or any other public agency.

(e) Operator, its owners, officers, directors, and/or agents shall engage in personal behavior and/or business conduct, whether related or separate from this Agreement, in such a manner to promote the goodwill of Owner.

11. INSURANCE. Operator shall maintain public liability insurance to fully protect the Owner against any loss, property damage or injury to person due to any operations carried on by the Operator in the conduct of his business as a fixed-base Operator. Operator shall also carry adequate Workmen's Compensation Insurance, if required under Kentucky law. Operator shall provide a general liability policy of not less than \$1,000,000.00, to cover all aspects of Operator's intended business including but not limited to property

damage, bodily injury, negligence, environmental liabilities and all other aspects of the intended use and operation of the Airport and provide the following:

- (a) Name the Owner on policies as an additional insured;
- (b) Require insurance company to provide Owner with fifteen (15) days minimum notice, in writing prior to cancellation or discontinuance of any insurance coverage; and
- (c) The insurance company or Operator shall provide the Owner with a certificate of insurance prior to the execution of this Agreement.

Operator acknowledges and agrees that the liability policy maintained by Operator as set forth above shall in no event be considered as limiting the liability of Operator under this Agreement.

Owner shall maintain property and casualty insurance coverage upon buildings and assets owned by it and located at the Airport, insuring said buildings and assets against loss by fire, wind and other hazards. Owner shall further maintain a general liability insurance policy of not less than \$1,000,000 and shall name Operator as a co-insured.

12. INDEMNIFICATION. Operator shall defend, indemnify and hold harmless Owner, its members, agents, and creating authorities, the City of Morehead, Kentucky and the County of Rowan, Kentucky from and against any and all claims, demands, actions, suits, proceedings, damages, losses, liabilities, obligations, costs and expenses (collectively "claims"), including, without limitation, attorney's fees arising from or relating to the use, operation, maintenance or occupancy of the Airport, except to the extent legally caused by Owner's negligence or willful misconduct.

13. EXCULPATION. Operator, on behalf of itself and its directors, officers, employees, agents, representatives, contractors, and customers waives all claims against Owner, its members, agents, and creating authorities, the City of Morehead, Kentucky and the County of Rowan, Kentucky, who shall not be liable, for any injury or death to persons, or any damage or loss to any property in, on, or about the Airport, arising out of, resulting from, or relating to patent defects in the construction or condition of the Airport; acts of God; riot, civil commotion, aircraft, vehicles, smoke, vandalism, malicious mischief; ; the use or occupancy of the Airport by Operator or any of its directors, officers, partners, employees, agents, representatives, contractors, and customers, whether said damage or injury results from conditions arising upon the Airport or from other sources; or any damage or loss arising from any act or neglect of any licensee, concessionaire, customer, or invitee of the Airport, or any other person or entity.

14. RELATIONSHIP OF THE PARTIES. The Parties expressly agree that for all purposes Operator will be acting as an independent contractor and not as an employee of Owner, including for purposes of withholding, social security, unemployment insurance, and any other federal, state, or local statute or regulation governing the relationship between an employer and its employees.

15. NON-ASSIGNMENT. Operator shall not and will not at any time during the terms of this Agreement assign, hypothecate or transfer this Agreement or any interest therein, without the written consent of Owner. Such consent of Owner may be granted or withheld,

in Owner's sole discretion. Any such assignment, hypothecation or transfer without the express consent of Owner shall at Owner's sole discretion be voidable.

16. NON-DISCRIMINATION. The Operator, its directors, officers, employees, agents, and representatives as part of the consideration hereof, do hereby covenant and agree that (1) no person on the grounds of race, color, national origin, religion, gender or sexual orientation shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the grounds of race, color, national origin, religion, gender or sexual orientation shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the Operator shall use the premises in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

17. NON-SEVERABILITY. It is specifically agreed between Owner and Operator that if any provision of this Agreement or the application of any provisions hereof to any situation, person or circumstance is held to be invalid, such provision, as to such situation, person or circumstance, shall be deemed to be exorcised from this Agreement, and the invalidity thereof as to such situation, person or circumstance shall not affect any of the other provisions of this Agreement or the application of such provision to situations, persons or circumstances other than those to which it is invalid. This Agreement shall be applied and shall be effective in every situation and circumstance and to every person insofar as its validity extends.

18. DEFAULT. Operator and Owner further agree that in case of failure on the part of the Operator to comply fully with settlement and payment of all accounts at regular accounting periods, or Operator's failure to diligently and faithfully perform the terms of this Agreement to the end that such operations shall be operated efficiently and properly, at the sole subjective judgment of Owner, such failure shall constitute grounds for the cancellation and termination of this Agreement by Owner at its option and shall give the right to re-enter and take possession of premises of the Airport; provided however, that before so canceling or terminating the contract, Owner shall give written notice to Operator specifying particulars in which Operator has failed to comply with the terms of this Agreement and shall extend to Operator a reasonable time, but not less than fifteen (15) days, in which to correct the objections made and assigned as ground for cancellation and termination of this contract. If Operator fails to correct or remedy the deficiency as set forth in Owners notice to the satisfaction of Owner, then Owner may at that time declare this Agreement terminated and retake possession of the Airport its facilities and equipment. At such time, in such an event, Operator shall cease all operations at the Airport. Termination hereunder shall not in any way operate to waive or terminate any financial obligations of Operator to Owner. Nor shall this provision affect the right of either party to voluntarily terminate this Agreement under paragraph 1 of this Agreement.

20. **GOVERNING LAW AND JURISDICTION.** This Agreement is made, executed and entered into in the Commonwealth of Kentucky and shall be construed and enforced under the laws of the Commonwealth of Kentucky. It is acknowledged and agreed that any legal action to construe, interpret, and/or enforce the terms of this Agreement shall be subject to the jurisdiction of the Commonwealth of Kentucky and specifically, the Rowan Circuit Court.

**MOREHEAD-ROWAN COUNTY AIRPORT BOARD**  
**OWNER**

**BY: BRUCE A. MATTINGLY, CHAIRMAN**

**HOLLEY AVIATION, LLC**  
**OPERATOR**

**BY: PRESIDENT**

STATE OF KENTUCKY  
COUNTY OF ROWAN

Subscribed, sworn to, and acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by Bruce A. Mattingly, Chairman, Morehead-Rowan County Airport Board.

My Commission expires: \_\_\_\_\_

NOTARY PUBLIC

STATE OF KENTUCKY

SS  
COUNTY OF ROWAN

Subscribed, sworn to, and acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by Jodi Holley, President, Holley Aviation.

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

MRCA BUDGETS

		Approved	Amended	Actual
Date approved/Amended		6.29.23	6.30.24	7.8.24
		2023-24	2023-24	2023-24
REVENUES				
UNRESTRICTED FUNDS				
London Calling Movie Fees				
Hangar Rentals	#	53,500	53,700	53,738
Investment income	#	4000	9500	9577
Residence Rental	#	6600	4300	4300
Transfer from Facilities Reserve Fund		0		
Intergovernmental Revenues (SPGE plage)				
City Contribution	#	45,000	45,000	45,000
County Contribution	#	53,000	53,000	53,000
Vehicle Surplus sale			3,000	3,000
Total Unrestricted Revenues	## #	\$ 162,100	\$ 168,500	\$ 168,615
RESTRICTED FUNDS				
Fuel *				
FAA - AIP & BIL			1,242,496	1,242,496
Government Grants-FAA - AIP	#	691,000		
Government Grants-FAA - BIL		449,000		
Government Grants-State		789,617	627,401	627,401
Transfer from Walker Carry-over Fund		30,000	30,000	30,000
Transfer to Walker Carry over Fund				
Transfer to/from Construction/Local Match		366,929	413,283	414,576
Cares Act and ACRGP Grant				
KY Gen. Assembly Appropriation via KDA	#			
Morehead Rowan Tourism /Econ Development				
Construction Loan - FHI		435,000	121,300	121,300
Transfer to Local Match/Construct. Reserve				
Total Restricted Revenues	## #	\$ 2,761,546	\$ 2,434,480	2,435,773
Total All Revenues	## #	\$ 2,923,646	\$ 2,602,980	\$ 2,604,388
EXPENSES				
Contracted Services				
Airport Development Plan - Self Funded	#	0		
Web Management	#	500	500	500
AWOS Maintenance	#	3600	3228	3228
Legal	#	1500	2083	2083
Attestation/Audit Fee	#			
Virttower Services		6000		
FBO Support	#	36000	36000	36000
Administrative	#	10,000	10,000	10,000
Subtotal Contracted Services	## #	57600	51811	51811
Facilities Support				
Facility repair and maintenance	##	10,000	5,034	5,111
Equipment Expense/Purchase	##	8,400	443	487
Vehicle Expenses	## #	7000	-1306	-1306
Facilities Improvement Fund	## #	5000	0	0
Subtotal Facilities Support	## #	30,400	4,171	4,292
Insurance				
Property/Liability	## #	18000	17,677	17,677
Surety Bond	## #	200	167	168
Subtotal Insurance	## #	18200	17,844	17,845
Utilities				
Electricity	##	12,000	10,234	10,233
Sewer/Water/Solid Waste	##	2,400	2,023	2,023
Telecom	##	4,000	2,672	2,676
Subtotal Utilities	## #	18,400	14,929	14,932
General Administration				
Bookkeeping/Software Expense	#	1,800	1,442	1,441
Postage and mailing	#	400	437	437
Printing and Copying	#	100	-	-
Materials and Supplies	#	500	287	287
Promotions and advertising	#	500	92	92
Banking Fees	#	200	65	65
Memberships	#	800	400	386
Events, Ceremonies, Meetings	#	600	500	500
Travel and Meetings	#	3,600	1,477	1,477
Subtotal Admin	## #	8,500	4,700	4,685
Fuel Expenses				
Fuel Expenses	#	3500	2709	2709
Capital				
Apron Expansion project		2,587,046	2,445,097	2,445,097
Apron Project Water/Sewer Extention			17,741	17,741
Apron Construction Loan Interest		25,000	7,482	8,080
Apron Construction Loan payment		145,000	0	
AWOS Relocation			1,696	2,396
Runway Rehab Design				
Capital Purchase Equipment			4800	4800
KDA Runway Rehab Phase 1 - Repairs		30,000.00	30,000.00	30,000.00
FAA Trench Drain Repair				
KDA Lighting Replacement Project				
KDA Fuel Tank Refurbishing				
FAA Runway Rehab Phase II - Overlay	#			
Subtotal Capital	## #	2,787,046	2,506,816	2,508,114
Total Estimated Expenses	#	\$ 2,923,646	\$ 2,602,980	\$ 2,604,388
Total Estimated Revenues	#	\$ 2,923,646	\$ 2,602,980	\$ 2,604,388
Estimated Revenues over Expenses	#	\$ -	\$ -	\$ -
Transfers to Depreciation/Reserve Funds				
Local Match & Construction Fund	#			
Depreciation Reserves				
Total Transferred to Reserves	##			
Notes:				
24-25 FAA BILS (\$144,000) + FAA Carry-over				
24-25 State: AWOS (\$75,000) + Carry-over				
(\$12.000)				

Approved	Amended	Actual	Proposed	Amended	Actual
6.27.24	6.26.25		6.26.25		
2024-25			2025-26		
53,500	56,010		53,500		
500	220		500		
0	4750		9000		
45,000	45,000		45,000		
53,000	53,000		53,000		
3,000	5600				
\$ 155,000	\$ 164,580		\$ 161,000		
173,500	166440		0		
87,000	10,562	awos -\$75K	137,000		
			95,000		
	-201,586		29350		
200,000	200000				
\$ 460,500	\$ 175,416		\$ 261,350	\$ -	
\$ 615,500	\$ 339,996		\$ 422,350	\$ -	
500			500		
3600	3963		4000		
2000	1400		2000		
6000	6000				
0					
40000	40000		40000		
15000	15000		15450		
67100	66363		61950		
10,000	16,475	DWMH repair	10,000		
8000	10,552	Fire extinguishers	8000		
6000	1462		6000		
5000		pesticides?	5000		
29,000	28,489		29,000		
25,000	22,631		25,000		
200	168		200		
25,200	22,799		25,200	0	
12,000	11,296		12,000		
2,500	2,200		2,500		
5000	2520		2500		
19,500	16,016		17,000	0	
2,000	1,600		2,000		
500	300		500		
200	10		200		
500	500		500		
300	12		300		
200	85		200		
500	20,475	KAA dues	2000		
1000	1,085		1000		
4,000	4,817	KAA/KBT	4,000		
9,200	28,884		10,700		
3,500	1934		3,500		
35,000	43,385				
8000	4,846				
144,000	121,300				
275,000	5,980		275,000		
462,000	175,511		275,000	0	
\$ 615,500	\$ 339,996		\$ 422,350		
\$ 615,500	\$ 339,996		\$ 422,350	\$ -	
\$ -	\$ -		\$ -	\$ -	

Notes:

Depreciation Reserves		Local Match F	Fuel Reserve	Total
June, 2018	\$50,853			
June, 2019	\$33,950			
June, 2020		\$27,230		
June, 2021	\$45,250			
June, 2022	\$21,447	\$50,000		
July 2022- KY Legislature		\$200,000.00		
July 2023-Tourism/Econ Dev.		\$60,000.00		
Balance	<b>\$151,500</b>	<b>\$337,230</b>	<b>\$54,978</b>	<b>\$543,708</b>
Trucks 2023	<u>-\$78,187</u>			
Balance	<b>\$73,313</b>	<b>\$337,230.00</b>	<b>\$54,978.00</b>	<b>\$465,521</b>
Walker Carry-Over: .	\$144,868			
2023 - payment	<u>\$114,858</u>			
Carry - Over Balance	<b>\$30,000</b>			
2024 Apron Relocation				-414576
June 2024 Balance				\$50,945
June 2025 Transfer				202000
June 2025 Balance				<b>\$252,945</b>

\$180K for AWOS

**Morehead-Rowan County Airport Board Meeting**  
**Meeting Minutes**  
**May 29, 2025**

Chairman Bruce Mattingly called the meeting to order at 6:00pm in the Airport conference room with board members David Perkins, Porter Dailey, Bob Helton, Ron Oliver, and Stephen Click. The members present via Zoom were Tim James and Wes Holland. The absent members were Tom Fossett and Shannon Murphy. The guests present were Rebekah Riley – pilot; Lee Shanklin – pilot; Aaron Roberts – Clark Aviation, hangar tenant; Josh Clark – Clark Aviation, hangar tenant; Earl Rogers – Attorney, Campbell, Rogers & Stacy PLLC; Jack Holley – FBO, Holley Aviation LLC; and Barbara Marsh – Administrative Assistant to the Board.

Dr. Mattingly presented the Minutes of the April 2025 meeting. The motion to approve April 24, 2025, Meeting Minutes, was made by Mr. Oliver seconded by Mr. Helton, and approved unanimously.

Dr. Mattingly presented the April 2025 financial reports consisting of Statements of Activity and Financial Position. The motion to approve the April 2025 financial reports was made by Mr. Helton, seconded by Mr. Holland, and approved unanimously.

**Public Comment**

None

**Reports**

a. **Marketing Update.** Ms. Jill Vice

None

b. **FBO Report.** Mr. Holley reported on airport activities, maintenance and fuel.

1. Fuel Report April. 1180 gallons AVGas; 688 gallons JETA.
2. Community Hangar/Tie Downs: Zane McGlade, Brandon Hamilton, Nick Alexander, Toby Pettit, and Exell Helicopters. The Excell crew has referred us to another helicopter contractor who has upcoming work in the region. They will be running a Hughes 500, a Huey, and possibly a Blackhawk for their operations. Tie Downs: Johnnie Broughton and Clark Aviation (Charlie Hamilton sold his plane).
3. Fence Cut. We discovered that the west fence had been cut in two places. No idea who or why. Those spots have been repaired, as well as the other potential breaches. The chain link on the west side that had been crushed by a fallen tree was pulled up to about 6' high with the equipment we had to work with; but due to the deformation caused by the tree, I'll need to bring my backhoe over to stretch it the rest of the way up. It's swampy in that area, so I'll do that as soon as it dries a bit. Once we've got that done, we'll replace the wrecked post and top rail.
4. Beacon. The white light on the beacon had been functioning intermittently but is now out entirely. I had been waiting for an opportunity to make the fix incidental to our electrician's next callout, but that need hasn't come up in a while. I will contact Mr. Eric Cowan, Cowan Electric, for the repair.

5. Airfield Electric. We've run checks on the interference issue and noted the results. Recent megohm readings have been reported to Mr. Dakota Ellis with Garver. The problem seems to increase with the wet weather.
6. Hangar A10 Door. Raynor Garage Door of Lexington is still waiting on the remaining parts to complete repairs on T-Hangar A10. A couple of pulleys have been backordered.
7. Old JETA Fuel Truck. We closed out the GovDeals auction for the old fuel truck at \$5,600.
8. EAA Event/Fly-in. EAA will host another Young Eagles event on June 14, and our Fly-in/Car Show date is set for September 13, 2025.

**c. Garver Report**

None.

**d. Building and Grounds: Mr. Oliver**

Apron Expansion Project – Ditch Work. A contractor will lay the channel lining for the final part of the project and install rip rap. We have been unable to get the rock delivered due to the weather.

Hay Contract. I have not been able to get with Mr. Dement at the MSU farm, but I believe he wants to put down different products this year.

Terminal Building Wainscoting. We have noticed a lot of rock falling off the wainscoting around the building.

Terminal Building HVAC. Estimates will be requested from Service of Morehead.

Community Hangar Water. A lot of straight-line winds have pushed water into the community hangar recently. Caulk may help with the issue.

**e. Legal Report: Mr. Rogers**

None.

**f. Chair Report. Dr. Mattingly**

KDA Zoom Meeting. Mr. Holley, Mr. Dailey and Dr. Mattingly recently attended a Zoom meeting with staff of the Kentucky Department of Aviation. Consultants have been hired to conduct a detailed needs assessment of KY airports along with an economic impact analysis. A PowerPoint presentation summarizing the study was sent to the Board earlier in the week. The consultants will be sending us surveys to complete and will also conduct a follow-up site visit. The state-wide study is being funded with a \$2 million grant from the FAA and is expected to take two years to complete.

**Old Business**

None.

**New Business**

Officer Nominating Committee. Dr. Mattingly appointed Mr. James, Mr. Dailey, and Mr. Oliver to the Officer Nominating Committee for FY26 (July 2025-June 2025). They are to report back at the June annual meeting.

Housekeeping for June includes FY25 budget amendments and FY26 budget estimate.

**Adjournment**

The meeting was adjourned at 6:31pm.

# Statement of Activity

Morehead-Rowan County

Airport Board

July 1, 2024-May 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
43400 Direct Public Support	0
43420 County Operating Support	48,583.37
43440 City Operating Support	41,250.00
<b>Total for 43400 Direct Public Support</b>	<b>\$89,833.37</b>
44500 Government Grants	0
44520 Federal Grants	166,440.00
44540 State Grants	30,562.40
<b>Total for 44500 Government Grants</b>	<b>\$197,002.40</b>
45000 Investments	0
45030 Interest-Savings, Short-term CD	13.14
45031 Interest, checking account	156.04
45040 Interest Income, savings account	46.48
<b>Total for 45000 Investments</b>	<b>\$215.66</b>
47500 Rentals	0
47520 T-Hangars	\$55,205.00
47521 Hangar Refund	-89.55
<b>Total for 47520 T-Hangars</b>	<b>\$55,115.45</b>
47550 Late Fee	157.00
47570 Residence	4,000.00
<b>Total for 47500 Rentals</b>	<b>\$59,272.45</b>
<b>Total for Income</b>	<b>\$346,323.88</b>
Cost of Goods Sold	
<b>Gross Profit</b>	<b>\$346,323.88</b>
Expenses	
62100 Contract Services	0
62111 Attestation/Audit	6,000.00
62112 AWOS Maintenance	3,963.09
62140 Legal Fees	1,399.50
62150 FBO	36,666.63
62170 Administrative	13,750.00
<b>Total for 62100 Contract Services</b>	<b>\$61,779.22</b>
62800 Grounds and Facility Support	0
62830 Facility Repair and Maintenance	14,240.83
62840 Equipment, Repair, and Maintenance	10,511.33
62870 Vehicle Registration/Repair/Mainte	1,446.14
<b>Total for 62800 Grounds and Facility Support</b>	<b>\$26,198.30</b>

# Statement of Activity

Morehead-Rowan County

Airport Board

July 1, 2024-May 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
63000 Insurance	0
63010 Insurance - Property, Er/Omis	17,885.34
63040 Surety Bond	167.97
63050 Liability Insurance	4,745.91
<b>Total for 63000 Insurance</b>	<b>\$22,799.22</b>
64400 Utilities	0
64410 Electric	10,295.63
64420 Telecommunications	1,669.30
64430 Waste Disposal	386.53
64440 Water and Sewer	1,668.50
64450 TV	720.52
<b>Total for 64400 Utilities</b>	<b>\$14,740.48</b>
65000 General Administration	0
65010 Bookkeeping Software and Subscriptions	1,596.07
65020 Postage, Mailing Service	246.00
65030 Printing and Copying	6.21
65040 Material & Supplies	455.29
65110 Promotions and Advertising Expenses	12.00
65130 Business Registration Fee	275.75
65140 Bank Fees	84.94
65150 Memberships and Dues	20,200.00
65890 Events, Ceremonies, & Meetings	1,085.00
65895 Travel	4,817.01
<b>Total for 65000 General Administration</b>	<b>\$28,778.27</b>
65200 Fuel Expenses	1,934.02
80100 Capital Purchases	0
80188 AWOS Relocation	5,980.00
80189 Apron Expansion Project	\$41,907.72
80187 Apron Expansion Loan Documents	121,300.00
80192 Apron Construction Loan Interest	4,845.35
<b>Total for 80189 Apron Expansion Project</b>	<b>\$168,053.07</b>
<b>Total for 80100 Capital Purchases</b>	<b>\$174,033.07</b>
<b>Total for Expenses</b>	<b>\$330,262.58</b>
<b>Net Operating Income</b>	<b>\$16,061.30</b>
Other Income	
Other Expenses	
<b>Net Other Income</b>	<b>0</b>
<b>Net Income</b>	<b>\$16,061.30</b>

# Statement of Activity

Morehead-Rowan County

Airport Board

May 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
43400 Direct Public Support	0
43420 County Operating Support	4,416.67
43440 City Operating Support	3,750.00
<b>Total for 43400 Direct Public Support</b>	<b>\$8,166.67</b>
44500 Government Grants	0
44520 Federal Grants	1,789.00
<b>Total for 44500 Government Grants</b>	<b>\$1,789.00</b>
45000 Investments	0
45031 Interest, checking account	5.69
45040 Interest Income, savings account	0.09
<b>Total for 45000 Investments</b>	<b>\$5.78</b>
47500 Rentals	0
47520 T-Hangars	5,365.00
47570 Residence	750.00
<b>Total for 47500 Rentals</b>	<b>\$6,115.00</b>
<b>Total for Income</b>	<b>\$16,076.45</b>
Cost of Goods Sold	
<b>Gross Profit</b>	<b>\$16,076.45</b>
Expenses	
62100 Contract Services	0
62150 FBO	3,333.33
62170 Administrative	1,250.00
<b>Total for 62100 Contract Services</b>	<b>\$4,583.33</b>
62800 Grounds and Facility Support	0
62830 Facility Repair and Maintenance	103.58
62840 Equipment, Repair, and Maintenance	67.95
62870 Vehicle Registration/Repair/Mainte	13.35
<b>Total for 62800 Grounds and Facility Support</b>	<b>\$184.88</b>
64400 Utilities	0
64410 Electric	598.27
64420 Telecommunications	28.57
64440 Water and Sewer	92.80
64450 TV	67.46
<b>Total for 64400 Utilities</b>	<b>\$787.10</b>

# Statement of Activity

Morehead-Rowan County

Airport Board

May 2025

DISTRIBUTION ACCOUNT	TOTAL
65000 General Administration	0
65020 Postage, Mailing Service	246.00
65890 Events, Ceremonies, & Meetings	128.62
<b>Total for 65000 General Administration</b>	<b>\$374.62</b>
<b>Total for Expenses</b>	<b>\$5,929.93</b>
<b>Net Operating Income</b>	<b>\$10,146.52</b>
Other Income	
Other Expenses	
<b>Net Other Income</b>	<b>0</b>
<b>Net Income</b>	<b>\$10,146.52</b>

# Statement of Financial Position

Morehead-Rowan County

Airport Board

As of May 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Assets</b>	
Current Assets	
Bank Accounts	
Citizens Bank Construction Acct	4,452.06
Citizens Bank Facilities Reserve Acct	0.21
Citizens Bank Operating Acct	26,687.13
<b>Total for Bank Accounts</b>	<b>\$31,139.40</b>
Accounts Receivable	
Other Current Assets	
14000 Investments - Edward Jones	0
14100 Edward Jones Money Market/Insured Bank Deposit	249.57
14200 Edward Jones CD 90 day 4.35% matures June 27, 2025	73,013.14
<b>Total for 14000 Investments - Edward Jones</b>	<b>\$73,262.71</b>
<b>Total for Other Current Assets</b>	<b>\$73,262.71</b>
<b>Total for Current Assets</b>	<b>\$104,402.11</b>
Fixed Assets	
15000 Furniture and Equipment	3,080.65
<b>Total for Fixed Assets</b>	<b>\$3,080.65</b>
Other Assets	
<b>Total for Assets</b>	<b>\$107,482.76</b>
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Credit Cards	
Other Current Liabilities	
<b>Total for Current Liabilities</b>	<b>0</b>
Long-term Liabilities	
<b>Total for Liabilities</b>	<b>0</b>
Equity	
32000 Unrestricted Net Assets	-230,192.12
Net Income	16,061.30
30000 Opening Balance Equity	321,613.58
<b>Total for Equity</b>	<b>\$107,482.76</b>
<b>Total for Liabilities and Equity</b>	<b>\$107,482.76</b>