

REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
June 8, 2018

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, June 8, 2018 at 8:30 a.m. in the Conference Room at the Authority's Administrative Offices, Asheville Regional Airport ("Airport"), 61 Terminal Drive, Suite 1, Asheville, NC 28732.

MEMBERS PRESENT: Robert C. Roberts, Chair; Matthew C. Burrell, Vice-Chair; K. Ray Bailey; William L. Moyer; and George H. Erwin, Jr.

MEMBERS ABSENT: Stephanie Pace Brown and David Gantt

STAFF AND LEGAL COUNSEL PRESENT: Cindy Rice, Authority Legal Counsel; Lew Bleiweis, Executive Director; Michael Reisman, Deputy Executive Director of Development and Operations; Kevan Smith, Chief of Public Safety; Suzie Baker, Director of Administration; Tina Kinsey, Director of Marketing and Public Relations; Janet Burnette, Director of Finance and Accounting; Shane Stockman, IT Director; John Coon, Director of Operations; Samuel Sales, Public Safety Captain; Paul Creasman, Public Safety Lieutenant; Kelly Smith, Public Safety Officer; Tony Souther, Maintenance Technician; and Ellen Heywood, Clerk to the Board

ALSO PRESENT: Eric Rysdon, RS&H; James Moose, Avcon; Dillon Davis, Asheville Citizen-Times; Sierra Heaton, Delta Airport Consultants; Chuck Buckland, Signature Flight Support; Larry Williams

CALL TO ORDER: The Chair called the meeting to order at 8:30 a.m. The Chair congratulated Mr. Moyer on his re-appointment to the Board by Henderson County.

SERVICE RECOGNITION AWARD: Matthew Burrell recognized the Chair for his service on the Authority Board and read the following resolution:

Greater Asheville Regional Airport Authority

~ Resolution ~

WHEREAS, the Greater Asheville Regional Airport Authority was created in June 2012 by State statutes to succeed the Asheville Regional Airport Authority for the purpose of maintaining, operating, regulating, developing, and improving the Asheville Regional Airport; and

WHEREAS, Robert C. Roberts diligently served as Member of the Asheville Regional Airport Authority from July, 2010 through June, 2017 and the Greater Asheville Regional Airport Authority from August, 2012 through June, 2018; and

WHEREAS, Robert C. Roberts served as Chairman of the Asheville Regional Airport Authority from March, 2015 through June, 2017; and

WHEREAS, Robert C. Roberts served as Vice-Chair of the Greater Asheville Regional Airport Authority from August, 2012 through August, 2014; and Chair of the Greater Asheville Regional Airport Authority from August, 2014 through June, 2018; and

WHEREAS, during his service to both organizations, Robert C. Roberts fulfilled his position with conscientiousness and a respected financial acumen, while imparting an astute vision for the future of the Authority and its mission of being the premier airport of choice for Western North Carolina. Under his exceptional guidance, governance and deliberations of the Authority were conducted with an unprecedented sense of graciousness and fairness; and

WHEREAS, great improvements were made to the Asheville Regional Airport throughout the term and under the leadership of Robert C. Roberts, including a successful transition to an independent authority, construction of an airfield re-development project, completion of a new aircraft rescue firefighting facility, and construction of a public parking facility;

NOW, THEREFORE, BE IT RESOLVED that the Greater Asheville Regional Airport Authority expresses its sincere gratitude to Robert C. Roberts for his dedication and service to the Asheville Regional Airport and the Western North Carolina community.

Adopted this 8th day of June, 2018.

Greater Asheville Regional Airport Authority

Mr. Roberts thanked the Board and stated that he was very humbled and honored for the opportunity to serve on the Board and that it has been a pleasure working with all of the Board Members and staff.

AWARD PRESENTATION: The Chair and Chief Kevan Smith recognized Captain Samuel Sales for receipt of his Advanced Law Enforcement Certification from the State of North Carolina Criminal Justice Education and Training Standards Commission. Captain Sales was presented with the framed certificate.

SERVICE AWARD PRESENTATION: The Chair recognized Kelly Smith and Tony Souther with a service recognition award and gift for their 10 years of service with the Authority.

FINANCIAL REPORT: The Director reported on the airport activity for the month of April which included enplanements, aircraft operations, and general aviation activity. Janet Burnette reported on the financial activity for the month of April.

CONSENT ITEMS: The Chair stated that Consent Item B, Approval of the Greater Asheville Regional Airport Authority April 13, 2018 Closed Session Minutes, would be pulled for review in Closed Session.

A. Approval of the Greater Asheville Regional Airport Authority April 13, 2018 Regular Meeting Minutes: Mr. Bailey moved to approve the Greater Asheville Regional Airport Authority April 13, 2018 regular meeting minutes. Mr. Moyer seconded the motion and it carried unanimously.

OLD BUSINESS: None

NEW BUSINESS:

A. Approval of Resolution Accepting Grants: The Director advised the Board that staff submits requests for both entitlement and discretionary grants to the Federal Aviation Administration and the North Carolina Department of Transportation Division of Aviation on an annual basis. Once awarded, the grants must be accepted by the Authority and the following resolution provides the authorization to accept the grants:

Greater Asheville Regional Airport Authority

~ Resolution ~

A RESOLUTION CONFERRING STANDBY AUTHORITY TO ACCEPT GRANTS BY THE
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY DURING THE FISCAL YEAR

WHEREAS, the Greater Asheville Regional Airport Authority ("Authority") is a body corporate and politic organized and created by the North Carolina General Assembly pursuant to Session Law 2012-121, House Bill 552 known as the Greater Asheville Regional Airport Authority Act ("Act"); and

WHEREAS, the Authority operates the Asheville Regional Airport ("Airport"); and

WHEREAS, the Authority has the right under the Act to accept grants of money and/or materials or property of any kind for any existing or future airport facilities from the State of North Carolina, the United States, or any agency, department, or subdivision of either of them: and

WHEREAS, the Federal Aviation Administration ("FAA"), a division under the United States Department of Transportation, annually awards entitlement grants and discretionary grants to airports throughout the United States in support of airport capital improvement projects; and

WHEREAS, the Airport is eligible for such grants; and

WHEREAS, the window of time to accept such grants from the FAA is usually relatively short and may not fall within the schedule of Authority board meetings; and

WHEREAS, the Executive Director recommends that the Authority adopt this resolution so as not to be in a position whereby a grant is forfeited or denied.

NOW, THEREFORE, BE IT RESOLVED and Adopted by the Authority as follows:

Lew Bleiweis, A.A.E., Executive Director of the Greater Asheville Regional Airport Authority, Michael Reisman, Deputy Executive Director – Development and Operations, the Chair of the Authority, and/or the Vice Chair of the Authority, or any of them or their successors in office (each an "Authorized Officer") be, and they hereby are, authorized to accept, on behalf of the Authority, any and all grant offers made to the Authority by the State of North Carolina, the United States, or any agency, department, or subdivision of either of them; to execute and deliver, for and on behalf of the Authority, any and all instruments necessary to accept such grant offers; to ratify, accept, and adopt all assurances, statements, representations, warranties, covenants and agreements contained in any project application submitted by the Authority in connection with such grants; and to agree, on behalf of the Authority, to comply with any and all such assurances.

Adopted this 8th day of June, 2018

Robert C. Roberts, Chair

Attested by:

Ellen M. Heywood, Clerk to the Board

Mr. Moyer moved to approve the Resolution Conferring Standby Authority To Accept Grants By The Greater Asheville Regional Airport Authority During The Fiscal Year. Mr. Bailey seconded the motion and it carried unanimously.

B. Approval of Contract Award with Guard-One Protective Services for Premium Passenger Check Point Security Lane Services: The Director reported that the wait lines at the security checkpoint were more than 30 minutes at times. Until a third checkpoint lane is added by the Transportation Security Administration (TSA), staff would like to implement a checkpoint lane for premium passengers which will reduce the wait times for the most frequent travelers of the airport. This new lane would require personnel to be positioned at the entrance to check boarding passes for admittance. Since the airlines do not want to staff this lane, the service will need to be contracted out. Staff received quotes from two companies and the lowest bid was received from Guard-One Protective Services. The annual contract amount is estimated to be approximately \$80,000 with an hourly billable rate of \$16.37. The lane will be staffed from 4:30 am to 5:30 pm seven days a week, however, the hours can be adjusted in accordance with the airlines' schedules. The Director advised the Board that full concurrence of this staffing service has not yet been received from all airlines, Delta Airlines in particular. The Director further stated that the addition of this service will increase the airlines' cost per enplanement to approximately \$6.07 from the \$5.92 that was recently approved by the Board in the Rates and Charges Ordinance.

Mr. Burril inquired if there were any upfront costs to create the new lane. The Director responded that some additional stanchions were needed, but totaled under \$1,000.

Mr. Erwin moved to approve the contract with Guard-One Protective Services for a premium passenger checkpoint security lane in the amount of \$80,000 and authorize the Executive Director to execute the necessary documents. Mr. Bailey seconded the motion and it carried unanimously.

C. Preliminary Approval of the Authority's Amended Ordinance of Airline Rates, Fees, and Charges for the Asheville Regional Airport: Janet Burnette advised the Board that with the approval of the contract with Guard-One Protective Services for a premium passenger lane at the security checkpoint, the Airline Rates, Fees and Charges approved by the Board in April must be updated to include the cost to staff the lane. Based on anticipated airline passenger traffic for the upcoming year, a fee of \$.15 per enplanement will be necessary to cover the cost of the personnel at the premium passenger lane. Mrs. Burnette reminded the Board that the Authority's ordinance process requires a public hearing prior to adoption of this new fee. The proposed fee would not increase revenue, but simply cover the additional, unbudgeted cost.

Mr. Moyer questioned how it would be handled if an airline wanted to speak about this new fee. The Director responded that the public comment period is a minimum of 10 days and gives the public the opportunity to submit any phone conversations or written comments to the Board. There will also be an opportunity for anyone to speak at the public hearing that will be held prior to the Board approving the Amended Ordinance of Airline Rates, Fees and Charges at the next Board meeting.

Mr. Moyer moved to approve the proposed Amended Ordinance of Airline Rates, Fees and Charges; schedule a public hearing and accept public comment on the proposed Amended Airline Rates, Fee and Charges; and following the minimum period for public comment and public hearing, adopt the Amended Ordinance of Airline Rates, Fees and Charges for FY2018-2019 at the next regularly scheduled Authority Board meeting which is scheduled for August 10, 2018. Mr. Erwin seconded the motion and it carried unanimously.

D. Approval of New Food Concept Concession and Concession Agreement Amendment with Paradies Lagardere:

The Director informed the Board that Paradies Lagardere would like to expand their food offerings and concession space to add an Auntie Anne's and Cinnabon Café in the terminal building at the beginning of Gates 1-3. Paradies will have a capital expenditure of not less than \$250,000 for the new space with an opening expected by the end of the year or early next year. The Director further advised the Board that the current agreement with Paradies requires a minimum expenditure of \$250,000 to refurbish existing facilities prior to February 28, 2021 for the first five-year renewal option of their contract. Paradies has asked to reduce the amount to refurbish from \$250,000 to \$125,000 and then spend another \$125,000 prior to the last five-year renewal option in February 2026. The Director stated that staff is agreeable to Paradies' request provided their facilities are kept clean and well maintained throughout the remainder of the agreement term.

Mr. Moyer moved to approve the new concession concept and Concession Agreement Amendment to the Food and Beverage/Sundries/Vending/Gift Concession Agreement at Asheville Regional Airport with The Paradies Shops, LLC; and authorize the Executive Director to execute the necessary documents. Mr. Bailey seconded the motion and it carried unanimously.

E. Approval of Revised Administration Policies and Procedures Section 117.00 – Commercial Ground Transportation Regulation:

Michael Reisman stated that after discussions and negotiations, staff has arrived at an agreement with TNC/Rideshare companies to operate at the airport, while ensuring that all ground transportation companies are being treated equitably. The revised policy establishes areas outside the ground transportation staging lot for certain categories of commercial ground transportation operators to use as well as the inclusion of geo-fencing. Mr. Reisman further stated that the Supplemental Fee Schedule will need to be revised to allow for permit and per trip fees. The Authority also plans to enter into an agreement with the American Association of Airport Executives (AAAE) for their revenue control and payment services for TNC/Rideshare operations at airports.

Mr. Erwin moved to approve the revised Administration Policies and Procedures Section 117.00 – Commercial Ground Transportation Regulation. Mr. Moyer seconded the motion and it carried unanimously.

F. Approval of Amendment to Supplemental Fees and Charges Schedule:

The Director reported that during the discussions and negotiations with the TNC/Rideshare companies an agreement was reached to charge per trip fees of \$2.50 and .50 for pick-up and drop-off respectively. For the convenience of passengers, these fees have been in effect on an interim basis since May 25th awaiting long-term action by the Board through approval of the updated Supplemental Fee and Charges Schedule.

Mr. Moyer moved to ratify the Executive Director's interim action of amending this fee on May 25, 2018 and approve the amended changes to the FY2017/2018 Annual Budget Supplemental Fees and Charges Schedule, as well as the FY 2018/2019 Annual Budget Supplemental Fees and Charges Schedule. Mr. Burril seconded the motion and it carried unanimously.

G. Approval of Uniform Guidance Procurement Requirements Policy: Janet Burnette stated that the federal government, through the Uniform Guidance, has issued new procurement requirements. Although the Authority already complies with most of the requirements, staff has created a new policy to include additional details supplied by the federal government.

Mr. Bailey moved to approve the new policy for the Uniform Guidance Procurement Requirements. Mr. Erwin seconded the motion and it carried unanimously.

H. Approval of Supplemental Agreement No. 2 to Agreement for Professional Consulting Services with Reynolds, Smith and Hills, Inc. (RS&H):

Due to delays in the Airfield Re-development project, Michael Reisman commented that it is necessary to extend the terms of the agreement with RS&H for continuation of engineering services for the Airfield Re-development project until the completion of the project.

Mr. Moyer questioned if staff was satisfied with the work performed by RS&H. Mr. Reisman responded that staff was very pleased with the services of both RS&H and Avcon, that both firms have been performing engineering services since the beginning of the Airfield Re-development project, and the last thing staff would want to do would be to change engineers part-way through a project. Mr. Reisman assured the Board that these extensions do not extend the services of either firm for any other project.

Mr. Moyer moved to approve Supplemental Agreement No. 2 to the Agreement for Professional Consulting services with Reynolds, Smith and Hills, Inc. and authorize the Executive Director to execute the necessary documents. Mr. Erwin seconded the motion and it carried unanimously.

I. Approval of Supplemental Agreement No. 2 to Agreement for Professional Consulting Services with Avcon Engineers and Planners, Inc.:

Michael Reisman stated that like the supplemental agreement with RS&H, it is necessary

to extend the agreement with Avcon for continuation of engineering services for the Airfield Re-development project until the completion of the project.

Mr. Burril questioned if the project has created conflicts for either of the engineering firms on projects they have accepted with other companies. Mr. Reisman responded that they did not have conflicts with other projects.

Mr. Erwin moved to approve Supplemental Agreement No. 2 to the Agreement for Professional Consulting Services with Avcon Engineers and Planners, Inc. and authorize the Executive Director to execute the necessary documents. Mr. Moyer seconded the motion and it carried unanimously.

J. Approval of Scope of Services No. 19 with Avcon Engineers and Planners, Inc.: Michael Reisman informed the Board that the expenses associated with Scope of Services No. 19 were the direct result of delays in completion of BP-4 of the Airfield Re-development project and the termination of the contractor in 2017. The additional work that Avcon will be performing is mainly construction administration services. The not-to-exceed fee for this work is \$86,653.00 and these expenses are included in the damages the surety company will be reimbursing to the Authority. Mr. Reisman stated that approval of Scope of Services No. 19 will require the following budget amendment:

BE IT ORDAINED by the Greater Asheville Regional Airport Authority that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Capital Improvements		\$86,653
Totals	<u>\$0</u>	<u>\$86,653</u>

This will result in a net increase of \$86,653.00 in the appropriations. Revenues will be revised as follows:

REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA Cash		\$86,653
Totals	<u>\$0</u>	<u>\$86,653</u>

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Greater Asheville Regional Airport Authority, and to the Budget Officer and to the Finance Officer for their direction.

Adopted this 8th day of June, 2018.

Robert C. Roberts, Chair

Attested by:

Ellen Heywood, Clerk to the Board

Mr. Burril moved to approve Scope of Services No. 19 with Avcon Engineers and Planners, Inc.; authorize the Executive Director to sign the necessary documents; and amend the FY2017/2018 budget by adopting the budget ordinance amendment as presented by staff. Mr. Bailey seconded the motion and it carried unanimously.

K. Approval of Public Safety Body-Worn Camera (BWC) Policy: Kevan Smith informed the Board that with negative interaction between law enforcement and the public on a national level over the last few years, use of body-worn cameras by public safety personnel would be a benefit to the Authority. Strict policies must be implemented to regulate the use of body-worn cameras, as well as the video images recorded in order to protect the interest of the Authority, its' public safety officers, other employees, and members of the public. Chief Smith stated that the North Carolina Association of Chiefs of Police has provided North Carolina law enforcement agencies with a sample policy which Chief Smith presented in a slightly modified form for use at the airport.

Mr. Erwin commended Chief Smith for being proactive and stated that the Board would be wise to move forward with this.

Mr. Moyer inquired what the policy provided as far as authority for the officers to turn the cameras off. Chief Smith stated that the policy does address the issue of when cameras should be turned off and gave examples including performing non-contact duties such as directing traffic or engaging in a confidential discussion with a fellow officer.

The Chair asked what the policy specified concerning the videos with respect to the public disclosure act. Chief Smith responded that state law governs the release of video footage and that anything not related to an investigation is purged after 30 days. Any footage that is part of an investigation is kept until needed by the applicable state statutes. A question was raised about the press requesting footage. The Chief responded that this

request required a subpoena and court order. The Director stated that the policy does allow for the Executive Director to authorize other people to view those videos provided there is cause. Cindy Rice informed the Board that from a public records perspective, most everything will fall under one or two exceptions; (1) either excluded from public record for being part of a criminal investigation or law enforcement intelligence, or (2) if it is something that might become part of a personnel record for that particular officer.

Mr. Burril commented that a 30-day retention of the video footage seemed like a relatively short window of time to capture something when it's not certain when someone could ask for the footage. Mr. Burril asked what the Authority's policy would be. Chief Smith replied that the Authority's policy is 30 days unless it's connected to a case. The Chair asked for Ms. Rice's opinion on the 30-day retention from a legal perspective. Ms. Rice stated that the only legal requirement is to keep it for 30 days before destroying. Chief Smith commented that he also had discretion to keep something that could potentially be needed in a future case.

Mr. Erwin moved to adopt the Body-Worn Camera Policy as presented by staff and authorize the use of body-worn cameras by Department of Public Safety personnel. Mr. Bailey seconded the motion and it carried unanimously.

L. Approval of Revised Business Insurance Renewals: At the April Board meeting, the Board approved the Authority's business insurance for Fiscal Year 2018/2019 stated Suzie Baker. The amounts approved at that time were estimated by the Authority's insurance broker, USI. Since that time, staff has received the renewal and while the overall cost for insurance is less than the estimated amount supplied by USI, the cost for the property insurance is \$60,100 which is an increase over the estimated amount of \$46,500 approved by the Board. Ms. Baker explained that the increase is due to the overall property insurance market as well as the addition of the parking garage which the broker had not included in the initial estimates. Since there was a decrease in the worker's compensation renewal and the other coverages were less than estimated, there is no overall increase in the cost to business insurance.

Mr. Moyer moved to authorize the insurance amount changes for the property and casualty and worker's compensation insurance and authorize the Executive Director to execute the necessary documents. Mr. Bailey seconded the motion and it carried unanimously.

DIRECTOR'S REPORT: The Director requested a moment to recognize Mike Reisman for his recent election as President of the Southeast Chapter of the American Association of Airport Executives. The Board congratulated Mr. Reisman.

Additionally, the Director advised the Board that he had a few items to include in his report that were not on the agenda.

A. Update to Parking: Since the last Board meeting, staff has met to analyze the parking situation. The parking areas will be renamed: short-term will be hourly parking and long-term will be daily parking. The Director stated that signage for the lots will be changed and a real-time car counting system will be installed to replace the manual operation of the Lot Full sign by Laz Parking. The Director further advised the Board that staff is also looking at the parking rates. The rates were originally set at a rate that staff considered reasonable to cover the debt service. With the explosive growth and the long-term spaces consistently full, staff believes the rate could be lowered from \$13 a day to \$12 a day in the garage and plans to bring this to the Board at the next Board meeting.

Mr. Burril stated that he would like the Board to consider the rate change to capture the summer travelers and put the new rates in effect immediately. The Director stated that he would recommend the rate change take effect on July 1st.

Mr. Burril moved to change the daily rate for the parking garage from \$13.00 to \$12.00 effective July 1, 2018. Mr. Moyer seconded the motion and it carried unanimously.

B. TNC Monitoring Agreement with AAEE: The Director advised the Board that the American Association of Airport Executives (AAAE) has a geo-fence monitoring system that tracks pick-up and drop-off times and locations. AAEE also collects all fees from the TNCs and submits them to the airport. AAEE has been offering this service for several years and staff has heard good reviews from other airports. Staff will be entering an agreement with AAEE for this service and the cost to the Authority is 5% of the collected revenue.

C. Authority Funds Bank Transfer: Due to low interest with First Citizens Bank, the Director reported that staff transferred \$6 million from First Citizens to North Carolina Capital Management Trust on May 23rd. The funds can be accessed when needed. In April, North Carolina Capital Management Trust paid an interest rate of 1.89% for the \$3 million in funds that were already in the account, earning \$4,500 in interest for the month. With the transfer of the \$6 million from First Citizens, staff anticipates approximately \$12,000 - \$15,000 each month in interest from this account.

D. Financial System: The new ERP financial system that was approved by the Board within the budget is being installed and a majority of the system should be operational by October. The payroll and human resources functions will be available next spring. An operational maintenance program and a lease management with airline statistical program are also being included as part of the financial system by a different provider that works with the ERP system. Each of these programs is \$100,000 for a total of \$200,000; but will be included in the overall budget of \$500,000 for the new financial system.

Mr. Moyer inquired if there were annual maintenance costs for each of these programs. The Director responded that there were annual charges but were very reasonable and

would be incorporated in the budget annually along with the ERP annual maintenance cost.

INFORMATION SECTION: No comments

PUBLIC AND TENANTS COMMENTS: Mr. Larry Williams addressed the Board seeking restitution for an overcharge of \$44.00 for parking at the airport.

The Director commented that an article appeared in the newspaper recently about the operation of the parking garage and mentioned a passenger receiving a refund for parking. However, this situation occurred when the garage first opened and signage has improved since that time. Other requests for refunds have been denied by staff.

The Chair advised Mr. Williams that the Board would address the matter with the Director who would be in touch with Mr. Williams.

CALL FOR NEXT MEETING: It was determined that the meeting of the Authority Board scheduled for July 13, 2018 was not necessary, and therefore cancelled. The next regular meeting of the Authority Board will be held on August 10, 2018.

CLOSED SESSION: At 9:54 a.m. Mr. Burril moved to go into Closed Session Pursuant to Subsections 143-318.11 (a) (3), (4) and (6) of the General Statutes of North Carolina to Consult with Legal Counsel Regarding, Among Other Things, That Lawsuit Entitled Tricor Construction, Inc. vs. RS&H Architects-Engineers-Planners, Inc., Thalle Construction Co., Inc. and Liberty Mutual Insurance Company and vs. Defendant & Third-Party Plaintiff, Greater Asheville Regional Airport Authority, vs. Third-Party Defendant, Avcon, Inc. d/b/a Avcon Engineers and Planners, Inc. in Order to Preserve the Attorney-Client Privilege; to Discuss Matters Relating to the Location and/or Expansion of Industries or Other Businesses in the Area Served by the Greater Asheville Regional Airport Authority, Including Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Greater Asheville Regional Airport Authority in Negotiations; and to Consider Personnel Matters. Mr. Moyer seconded the motion and it carried unanimously.

The Chair indicated they would break for five minutes at which time the Board would resume in closed session.

Open Session resumed at 11:38 a.m.

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY JUNE 8, 2018 CLOSED SESSION MINUTES: Mr. Burril moved to seal the minutes for the Closed Session just completed and to withhold such Closed Session minutes from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Mr. Moyer seconded the motion and it carried unanimously.

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY APRIL 13, 2018

CLOSED SESSION MINUTES: Mr. Burril moved to approve the minutes for the April 13, 2018 Closed Session, and to seal and withhold the minutes for the April 13, 2018 Closed Session from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Mr. Bailey seconded the motion and it carried unanimously.

EXECUTIVE DIRECTOR PERFORMANCE EVALUATION: Mr. Moyer moved to increase the Executive Director's salary by 4%, make a 4% contribution to the Executive Director's 457 deferred compensation plan, continuation of the added vacation benefit, and support continued participation in ACI. Mr. Erwin seconded the motion and it carried unanimously.

AUTHORITY MEMBER REPORTS:

A. Election of Authority Board Officers: The Chair stated that on behalf of the Nominating Committee comprised of Matthew Burril and Stephanie Brown, a recommendation has been made to elect Matthew Burril as Chair and K. Ray Bailey as Vice-Chair. Mr. Moyer moved to elect Matthew Burril as Chair and K. Ray Bailey as Vice-Chair. Mr. Erwin seconded the motion and it carried unanimously.

B. Mr. Larry Williams: A brief discussion took place regarding the request by Mr. Williams for restitution of parking fees. The consensus of the Board was to defer to staff's recommendation.

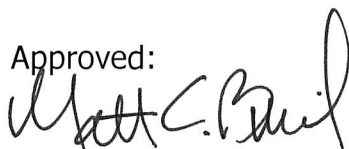
ADJOURNMENT: Mr. Erwin moved to adjourn the meeting at 11:49 a.m. Mr. Burril seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood
Clerk to the Board

Approved:



Matthew C. Burril
Chair