



AGENDA

Greater Asheville Regional Airport Authority Regular Meeting
Friday, July 10, 2020, 8:30 a.m.
Conference Room at Administrative Offices

NOTICE TO THE PUBLIC: The Airport Authority welcomes comments from the public on any agenda item. Comments are received prior to the Board's discussion of the agenda item. Comments are limited to five minutes. In compliance with the state-wide mandate for COVID-19, members of the public may attend the Authority Board meeting at 8:30 a.m. on Friday, July 10, 2020 via Webex: 1-408-418-9388; Meeting Number (access code): 132 082 1079

- I. CALL TO ORDER
- II. SWEARING IN OF BOARD OFFICERS
- III. PRESENTATIONS: None
- IV. FINANCIAL REPORT ([document](#))
- V. CONSENT ITEMS:
 - A. Approve the Greater Asheville Regional Airport Authority June 12, 2020 Regular Meeting Minutes ([document](#))
- VI. OLD BUSINESS: None
- VII. NEW BUSINESS:
 - A. Approve Amendment to the FY20/21 Budget ([document](#))
- VIII. DIRECTOR'S REPORT:
 - A. Runway Project Update
 - B. Zachry Construction Changer Order #4
 - C. South Apron Update



IX. INFORMATION SECTION:

(Staff presentations will not be made on these items. Staff will be available to address questions from the Board.)

- A. May 2020 Traffic Report ([document](#))
- B. May 2020 Monthly Financial Report ([document](#))
- C. July 2020 Development/Project Status Report ([document](#))
- D. Potential Board Items for the Next Regular Meeting:
 - None identified at this time

X. PUBLIC AND TENANTS' COMMENTS

In compliance with the state-wide mandate for COVID-19, Public and Tenant Comments will be as follows:

1. Please fill out a Comment Card located on the airport website here: <https://flyavl.com/boardcomment> by 3:00 pm on Thursday, July 9, 2020
2. Comments received, as specified above, shall be read during this Agenda period.

XI. CALL FOR NEXT MEETING: August 14, 2020

XII. CLOSED SESSION:

Pursuant to Subsections 143-318.11 (a) (3) and (4) of the General Statutes of North Carolina to Consult with Legal Counsel in Order to Preserve the Attorney-Client Privilege and to Discuss Matters Relating to the Location and/or Expansion of Industries or Other Businesses in the Area Served by the Authority, Including Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Authority in Negotiations.

XIII. AUTHORITY MEMBER REPORTS:

- A. Key Strategic Elements ([document](#))



XIV. ADJOURNMENT

This agenda of the Greater Asheville Regional Airport Authority is provided as a matter of convenience to the public. It is not the official agenda. Although every effort is made to provide complete and accurate information in this agenda, the Greater Asheville Regional Airport Authority does not warrant or guarantee its accuracy or completeness for any purpose. The agenda is subject to change before and/or during the Board meeting.

**Asheville Regional Airport
Executive Summary
May-20**

AIRPORT ACTIVITY

	Month	Variance to Prior Year	Calendar Year to Date	Variance to Prior Year
Passenger Enplanements	7,717	(89.3%)	151,108	(46.7%)
Aircraft Operations				
Commercial	614	(72.3%)	6,044	(27.3%)
Scheduled Flights	447	(53.4%)		
Flight Cancellations	222			
Seats	20,946	(77.4%)	254,356	(32.0%)
Load Factor	36.8%	(52.6%)	59.4%	(21.7%)
General Aviation	2,998	(33.2%)	13,338	(22.4%)
Military	55	(83.9%)	695	(44.6%)

FINANCIAL RESULTS

	Month	Variance to Budget	Fiscal Year to Date	Variance to Budget
Operating Revenues	\$ 409,453	(61.4%)	\$ 13,564,874	16.2%
Operating Expenses	676,330	(27.1%)	7,920,700	(24.5%)
Net Operating Revenues before Depreciation	<u>\$ (266,877)</u>		<u>\$ 5,644,174</u>	
Net Non-Operating Revenues	<u>\$ 9,598</u>	(97.2%)	<u>\$ 3,070,155</u>	(18.3%)
Grants:				
FAA AIP Grants	\$ 2,863,643		\$ 6,494,533	
NC Dept of Transportation Grants	30,923		30,923	
Total	<u>\$ 2,894,566</u>		<u>\$ 6,525,456</u>	

CASH

Restricted	\$ 16,975,003
Designated for O&M Reserve	5,201,092
Designated for Emergency Repair	650,000
Unrestricted, Undesignated	5,373,225
Total	<u>\$ 28,199,320</u>

RECEIVABLES PAST DUE

	Total	1-30 Days	31-60 Days	Over 60 Days
Advertising Customers	36,117	3,525	10,050	22,542
Allegiant	33,334	17,458	1,328	14,548
Avis	15,141	11,394	3,412	335
Dollar/Thrifty	334	-	-	334
Elite	10,770	-	-	10,770
FAA	147	-	-	147
TSA	10,086	280	280	9,526
Paradies	4,015	407	607	3,001
Signature	3,842	-	-	3,842
Spirit	9,231	4,064	4,063	1,104
Travelers	2,882	-	-	2,882
United	30,089	-	10,858	19,231
WNC Aviation	1,850	-	148	1,702
Worldwide	6,378	-	284	6,094
Miscellaneous	22,652	1,338	257	21,057
Total	<u>\$ 186,868</u>	<u>\$ 38,466</u>	<u>\$ 31,287</u>	<u>\$ 117,115</u>
% of Total Receivables	47.04%			

Note: Excludes balances paid subsequent to month-end.

REVENUE BONDS PAYABLE

	Original Amount	Current Balance
Parking Garage Revenue Bond, Series 2016A	\$ 15,750,000	\$ 15,750,000
Parking Garage Taxable Revenue Bond, Series 2016B	5,250,000	1,835,000
	<u>\$ 21,000,000</u>	<u>\$ 17,585,000</u>

CAPITAL EXPENDITURES

Annual Budget	\$ 61,335,101
Year-to-Date Spending	\$ 28,361,259

**REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
June 12, 2020**

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, June 12, 2020 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 IN PERSON: Matthew C. Burril, Chair; K. Ray Bailey, Vice-Chair; and Stephanie Pace Brown

MEMBERS PRESENT VIA TELEPHONE/VIDEO: George H. Erwin, Jr.; Brad Galbraith; Carl H. Ricker, Jr.; and Thomas M. Apodaca

MEMBERS ABSENT: None

STAFF AND LEGAL COUNSEL PRESENT IN PERSON: Cindy Rice, Authority Legal Counsel; Lew Bleiweis, Executive Director; Michael Reisman, Deputy Executive Director; Janet Burnette, Director of Finance and Accounting; Jared Merrill, Airport Planning Manager; Michael Merideth, Systems Administrator; and Ellen Heywood, Clerk to the Board

STAFF PRESENT VIA TELEPHONE: Kevan Smith, Chief of Public Safety; Tina Kinsey, Director of Marketing and Public Relations; Shane Stockman, IT Director; John Coon, Director of Operations and Maintenance; Christina Madsen, Properties and Contracts Manager; Lisa Jump, Director of Administration and Human Resources

CALL TO ORDER: The Chair called the meeting to order at 8:30 a.m.

EMPLOYEE ANNOUNCEMENT: The Director informed the Board that after a 29-year career with the Authority, Chief Kevan Smith has announced his retirement effective December 31, 2020.

PRESENTATIONS: None

FINANCIAL REPORT: The Director stated that while enplanements for April averaged 60 to 70 passengers per day, passengers are slowly returning to travelling and the airport is seeing an average of 650 enplanements per day for June. A review of enplanements, aircraft operations, and general aviation activity for the month of April was provided by

the Director. Janet Burnette reported on the financial activity for the month of April with an explanation provided for some of the receivables past due as well as the interest and investment earnings.

CONSENT ITEMS:

A. Approve the Greater Asheville Regional Airport Authority May 8, 2020 Regular Meeting Minutes:

B. Approve Resolution Accepting 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 2020-2021

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, A.A.E., Deputy Executive Director, 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 12th day of June, 2020

Matthew C. Burril, Chair

Attested by:

Ellen M. Heywood, Clerk to the Board

Mr. Bailey moved to approve Consent Items A and B. Ms. Brown seconded the motion and it carried unanimously.

C. Approve Commercial Insurance Renewals: The Chair inquired about the insurance coverage provided for Board Members. The Director stated that there is \$5 million public officials liability coverage for the Board and staff members. The policy has broader coverage and picks up any past claims or suits that may be brought up.

Ms. Brown moved to approve the renewal of the Authority's business insurance coverages in an amount not to exceed the premiums outlined in the agenda package and authorize the Executive Director to execute the necessary documents. Mr. Apodaca seconded the motion and it carried unanimously.

D. Approve Amendment to the FY19/20 Budget for Airfield Lighted Xs:

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, 2020:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Renewal and Replacement	\$40,000	
Totals	<u>\$40,000</u>	

This will result in a net decrease of \$40,000 in the appropriations. Revenues will be revised as follows:

REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA Cash	\$40,000	
Totals	<u>\$40,000</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 12th day of June, 2020.

Matthew Burrell, Chair

Attested by:

Ellen Heywood, Clerk to the Board

Mr. Erwin moved to approve Consent Items D and E. Mr. Ricker seconded the motion and it carried unanimously.

OLD BUSINESS: None

NEW BUSINESS:

A. Approve Zachry Construction Change Order #3 for South Apron Expansion Project: Jared Merrill reminded the Board that Zachry Construction was awarded the contract for the South Apron Expansion project. Mr. Merrill advised the Board that during construction, two active storm pipes were discovered and require re-

routing and re-connection resulting in Change Order #3. Additionally, relocation of several electronic loop detectors for the access control system serving the employee parking lot is necessary and is also included in Change Order #3. Mr. Merrill stated that the work in Change Order #3 amounts to \$56,274.88, but falls within the current project budget and will be paid for using airport funds.

The Director stated that while this change order falls within the purview of his authorization to approve, he requested that staff bring it to the Board since it was close to his limit.

Mr. Ricker moved to approve Change Order #3 with Zachry Construction in the amount of \$56,274.88 and authorize the Executive Director to execute the necessary documents. Mr. Bailey seconded the motion and it carried unanimously.

B. Approve Work Authorization No. 2R(A) with Parrish and Partners of North Carolina, PLLC for South Terminal Apron Expansion Project Engineering Services:

Jared Merrill stated that Parrish and Partners of North Carolina are under contract for design and construction services for the south apron expansion project. Mr. Merrill reviewed the services contained in Work Authorization 2R(A) which included increasing the construction contract duration from 210 calendar days to 465 calendar days for project administration and on-site resident project representative services at a cost of \$353,969; special inspection of the retaining wall construction in the amount of \$51,355 to comply with county regulations; and oversight of mitigation of unexpected groundwater by a geotechnical technician/engineer in the amount of \$12,155. The total cost for the additional services is \$417,449.00 and brings the total contract to \$1,396,928.00. Mr. Merrill stated that this will be paid for with Authority funds and will require the following budget ordinance 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, 2020:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Capital Improvements	_____	<u>\$417,449.00</u>
Totals	_____	<u>\$417,449.00</u>

This will result in a net increase of \$417,449.00 in the appropriations. Revenues will be revised as follows:

REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA Cash	_____	\$417,449.00
Totals	_____	\$417,449.00

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 12th day of June 2020.

Matthew Burrell, Chair

Attested by:

Ellen Heywood, Clerk to the Board

The Board questioned if the change orders amounted to 15% of the contract amount. Mr. Merrill responded that it was more than that, however, a majority of the cost is for the services of the resident project representative as the project increased from 210 days to 465 days which doubles the amount of days the engineer is on-site.

Mr. Galbraith moved to approve Work Authorization No. 2R(A) with Parrish and Partners in the amount of \$417,449.00, authorize the Executive Director to execute the necessary documents and amend the FY2019/2020 budget by adopting the budget ordinance amendment as presented by staff. Ms. Brown seconded the motion and it carried unanimously.

C. Resolution Approving the use of Construction Manager at Risk Services:

Michael Reisman informed the Board that a Construction Manager at Risk (CMR) was the preferred delivery method for the terminal modernization project. State statutes allow for use of a CMR by public entities once the public entity has determined that it is in the best interest of the project. Mr. Reisman stated that the following resolution outlines and justifies the purpose for utilizing a CMR.

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY

RESOLUTION NO. 061220-2

**RESOLUTION APPROVING THE USE OF CONSTRUCTION MANAGER
AT RISK SERVICES PURSUANT TO N.C.G.S. 143-128.1**

WHEREAS, the Greater Asheville Regional Airport Authority is preparing for Terminal Modernization Project Phase II ("Project") at the Asheville Regional Airport;

WHEREAS, the proposed Project is a large and complicated construction project, which will include phased demolition and re-construction of the Asheville Regional Airport Terminal Building, including passenger concourses, a Transportation Security Administration security screening checkpoint, baggage claim, ticket lobby, a central baggage inspection system, passenger boarding bridges, and other specialized equipment and systems to support a public airport terminal, while at all times keeping the facility operational for use by airlines, passengers, concessions, and the Authority throughout phased construction activities, which will require a sophisticated level of project management and construction oversight not typical of other delivery methods; and

WHEREAS, the administrative staff of the Greater Asheville Regional Airport Authority as recommended the use of construction manager at risk services as the preferred method over the other delivery methods provided for under N.C.G.S. 143-128(a1)(1) through N.C.G.S. 143-128(a1)(3) because the Project will greatly benefit from preconstruction services, phasing strategies, logistics planning, complex scheduling and phasing, constructability reviews and subcontractor market analysis, which services are best delivered through the construction manager at risk delivery method; and

WHEREAS, Federal Aviation Administration (FAA) Airport Improvement Program funds will be utilized in part to fund this project, which requires approval by the FAA to use construction manager at risk services, which approval was received on April 28th, 2020; and

WHEREAS, N.C.G.S. 143.128.1(e) provides that construction manager at risk services may be used by a public entity only after the public entity has concluded that construction manager at risk services is in the best interest for the project, and the public entity has compared the advantages and disadvantages of using the construction manager at risk method for a given project in lieu of the delivery methods identified in N.C.G.S. 143-128(a1)(1) through N.C.G.S. 143-128(a1)(3); and

WHEREAS, the Board of the Greater Asheville Regional Airport Authority has now compared the advantages and disadvantages of the construction manager at risk project delivery method to the other delivery methods identified in N.C.G.S. 143-128.1(a1) (1)

through N.C.G.S. 143-128.1(a1)(3), and has concluded, for the foregoing reasons identified by the administrative staff, that it is in the best interests of the Project to proceed with the construction manager at risk project delivery method for the Project.

NOW, THEREFORE, BE IT RESOLVED by the Greater Asheville Regional Airport Authority Board, that for the reasons stated above, it has concluded that the delivery of the Terminal Modernization Project Phase II Project utilizing construction manager at risk services is in the best interest of the Project in lieu of the delivery methods identified in N.C.G.S. 143-128(a1)(1) through N.C.G.S. 143-128(a1)(3).

Adopted and effective this 12th day of June, 2020.

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY

By: Matthew C. Burril, Chair

ATTESTED BY:

Ellen Heywood, Clerk to the Board

Ms. Brown moved to approve Resolution No. 061220-2 Approving the Use of Construction Manager at Risk Services Pursuant to N.C.G.S. 143-128.1. Mr. Galbraith seconded the motion and it carried unanimously.

D. Approve GARAA Administration Policies and Procedures Section 114.01 Contractor Pre-Qualification: Michael Reisman advised the Board that this is a new policy being brought before the Board. Mr. Reisman stated that the use of a CMR for future construction projects, such as the terminal modernization project, may require or benefit from the pre-qualification of contractors and sub-contractors. State statutes require that an objective pre-qualification policy be adopted for all projects in which pre-qualification requirements are used. Mr. Reisman informed the Board that the policy contained in the agenda package is consistent with North Carolina guidelines and the included forms are based on the state template.

A discussion took place regarding the pre-qualification process, eligible vs. qualified bidders, and the pre-qualified vs. design-bid-build process. The Director further clarified that with a pre-qualification delivery method, those contractors that do not qualify for a project cannot bid on the project.

Mr. Bailey moved to adopt GARAA Administration Policies and Procedures Section 114.01. Mr. Galbraith seconded the motion and it carried unanimously.

E. Approve Property Purchase and Budget Amendment: Christina Madsen informed the Board that 0.38 acres of property adjacent to the airport is needed for a runway safety area. Staff was recently able to agree upon the terms to purchase this property from the property owner, Mr. James Elmore. The property has been appraised and the Authority will pay \$21,300 for the property as well as a lump sum payment of \$15,000 to cover any future cost for the relocation of the existing residential trailer and a replacement shed for the property owner. The Authority will pay all closing costs as well as demolition of the current shed on the property and installation of a fence around the property the Authority purchases. Purchase of this property will require the following budget ordinance 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, 2020:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Capital Improvements		\$40,000
Totals		\$40,000

This will result in a net increase of \$40,000 in the appropriations. Revenues will be revised as follows:

REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA Cash		\$40,000
Totals		\$40,000

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 12th day of June 2020.

Matthew Burrell, Chair

Attested by:

Ellen Heywood, Clerk to the Board

Mr. Ricker moved to approve the purchase and sale agreement to acquire the property from Mr. James Elmore, authorize the Executive Director to execute the necessary documents, and amend the FY2019/2020 budget by adopting the budget ordinance amendment as presented by staff. Mr. Galbraith seconded the motion and it carried unanimously.

E. Approve Property Purchase and Budget Amendment: Christina Madsen advised the Board that the purpose for purchasing the Broadmoor Golf course is to protect the airport property from non-compliance of land uses adjacent to the airport and also to diversify future revenue sources. The Authority and Warrior Golf Management LLC, the owner of the golf course, agreed to enter an Asset Purchase Agreement to allow the Authority to complete due diligence on the 193.31-acre property prior to July 17, 2020. Should the Authority determine the assets are not suitable for the purchase, the Authority can cancel the agreement prior to the ending of the due diligence period. The purchase price of the property including closing costs and due diligence expenses is \$2,825,000 and will require the following budget ordinance 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, 2020:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Capital Improvements		\$2,825,000
Totals	_____	_____
		\$2,825,000

This will result in a net increase of \$2,825,000 in the appropriations. Revenues will be revised as follows:

REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA Cash		\$2,825,000
Totals	<hr/> <hr/>	<hr/> <hr/> \$2,825,000

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 12th day of June 2020.

Matthew Burrell, Chair

Attested by:

Ellen Heywood, Clerk to the Board

The Board asked if there was an agreement with the state for the widening of I26. Mrs. Madsen responded that the NCDOT has agreed to a smaller portion of property, however, the issue is still pending and will be investigated during the due diligence period.

Mr. Erwin moved to approve the Asset Purchase Agreement to acquire the property with Warrior Golf Management LLC., authorize the Executive Director to execute the necessary documents, and amend the FY2019/2020 budget by adopting the budget ordinance amendment as presented by staff. Mr. Galbraith seconded the motion and it carried unanimously.

DIRECTOR'S REPORT: The Director advised the Board that he had a few additional items to include that were not on the agenda.

A. Utility Project Change Order: The Director reported a change order with Patton Construction to repair a storm drain structure that was discovered being damaged as well as the addition of a modified south water vault with tap connection that was a change due to conflict with other utilities. Both items totaled \$12,848.00 and were approved by the Director.

B. Monument Engraving: A memorial monument located outside of the Public Safety building will be engraved the following week to include the names of Bill Moyer and Col. Robert Morgan.

C. Masks: The Authority recently received 82,000 masks from FEMA. A plan has not yet been developed to distribute the masks. The airport is cognizant of the fact that the concessionaire sells masks in the terminal and staff does not want to interfere with their sales.

D. TSA: The Director stated that TSA is requesting that passengers place their boarding passes on the scanning machine and to also remove any food items from their carry-on bags to minimize contact between the agents and passengers.

E. Airport Service Quality (ASQ) Survey: Due to a lack of customers to survey, staff has decided to suspend the contract with the ACI-World for 60 days without penalty. The surveys will be brought back once passenger volumes increase.

F. Checkpoint Upgrades: TSA will be upgrading the security checkpoint as well as some CT80 machines in baggage makeup areas.

G. Public Workshop for Terminal Project: A virtual public forum will be held on June 30th for public input and two Board Members have been invited to participate. The Director remarked that Ms. Brown was invited, however, the Board may want to replace Ms. Brown since she is leaving the Board. Mr. Apodaca agreed to participate.

H. Travel Survey: Tina Kinsey provided high-level results of a travel sentiment survey that was conducted in mid-May via social media and the e-newsletter. Mrs. Kinsey will plan meaningful and impactful messaging in response to the survey and also plans to share the results with airline partners.

I. Board Terms: The Director stated that it was believed that the state senate voted on the legislation to stagger some of the Board Member terms. Mr. Apodaca remarked that the legislation was fully passed and is now law. No more than two Board Members will roll off the Board in the same year.

J. Terminal Tenant Rent: The Director reminded the Board that the Authority received funding from the CARES Act and would like to offer some assistance for tenants. While the Authority did waive the minimum annual guarantee for tenants at the very beginning of the pandemic, staff has looked at revenue and put together a plan to allow tenants to defer two months of rent and pay that rent back at the end of the year. It has not yet been determined whether it will be calendar year or fiscal year. The Director further stated that staff feels confident that one month of abated rent can be provided

to most tenants with the exclusion of the FAA and TSA. That amounts to approximately \$200,000 in abatements. The airline rates and charges have also been kept the same as last year to help curtail their costs. The Director requested the Board's feedback on the rent plan. Following a brief discussion, the consensus of the Board was to extend repayment of deferred rent until June of 2021.

K. Flight Schedules: The Director provided a brief update on the seats and flights the airlines are putting back into the market.

INFORMATION SECTION: No comments

PUBLIC AND TENANTS COMMENTS: None

CALL FOR NEXT MEETING: The Chair stated that the next regular meeting of the Authority Board will be held on July 10, 2020.

SERVICE RECOGNITION AWARDS: The Chair recognized Mr. Bailey for his service on the Authority Board and presented him with the following resolution plaque:

[INTENTIONALLY LEFT BLANK]

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, K. Ray Bailey diligently served as Member of the Asheville Regional Airport Authority from January, 2015 through June, 2017 and was selected by the Greater Asheville Regional Airport Authority Board to serve from February, 2013 through June, 2020; and

WHEREAS, K. Ray Bailey served as Vice Chairman of the Asheville Regional Airport Authority from March 2015 through June 2017, and Vice-Chair of the Greater Asheville Regional Airport Authority from March, 2015 through June, 2020; and

WHEREAS, during his service to both organizations, K. Ray Bailey fulfilled his position with dedication, conscientiousness, an uplifting sense of humor, and a respected business acumen; and

WHEREAS, K. Ray Bailey consistently advocated for the use of local businesses in projects undertaken by the Authority and many improvements were made to the Asheville Regional Airport throughout his term including construction of an airfield re-development project, completion of a new aircraft rescue firefighting facility, and construction of a public parking facility; and

WHEREAS, during his tenure, K. Ray Bailey encouraged all manners of development and the airport experienced unprecedented growth, furthering the Authority's mission of being the premier airport of choice for Western North Carolina;

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

Adopted this 12th day of June, 2020

Greater Asheville Regional Airport Authority

The Chair also recognized Ms. Brown for her service on the Authority Board and presented her with the following resolution plaque:

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, Stephanie Pace Brown diligently served as Member of the Asheville Regional Airport Authority from February, 2015 through June, 2017 and the Greater Asheville Regional Airport Authority Board from February, 2015 through June, 2020; and

WHEREAS, in the spirit of cooperation, Stephanie Pace Brown fulfilled her position with dedication, graciousness, and a sincere desire to work in harmony with the Authority's business partners; and

WHEREAS, during her tenure to the Authorities, Stephanie Pace Brown imparted her wisdom especially in connection with matters regarding public relations, perception, and the importance of tourism to the Western North Carolina community. Stephanie Pace Brown was a champion of the Authority's mission of being the premier airport of choice for Western North Carolina, and the airport experienced unprecedented growth during her period of service; and

WHEREAS, many improvements were made to the Asheville Regional Airport throughout the term of Stephanie Pace Brown including completion of a new aircraft rescue firefighting facility, construction of a public parking facility, and construction of an airfield re-development project; and

WHEREAS, Stephanie Pace Brown was also a proponent for working with the local arts community and incorporating artistic features within the design components for architectural projects at the airport;

NOW, THEREFORE, BE IT RESOLVED that the Greater Asheville Regional Airport Authority expresses its sincere gratitude to Stephanie Pace Brown for her dedication and service to the Asheville Regional Airport and the Western North Carolina community.

Adopted this 12th day of June, 2020

Greater Asheville Regional Airport Authority

CLOSED SESSION: At 10:28 a.m. Mr. Bailey moved to go into Closed Session Pursuant to Subsections 143-318.11 (a)(3) and (4) of the General Statutes of North Carolina to Consult with Legal Counsel in Order to Preserve the Attorney-Client Privilege and 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. Ms. Brown 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 11:10 a.m.

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY JUNE 12, 2020 CLOSED SESSION MINUTES: Mr. Bailey 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. Galbraith seconded the motion and it carried unanimously.

AIRFIELD RE-DEVELOPMENT UPDATE: Mr. Reisman provided a brief update on the paving for the runway project.

Mr. Apodaca left the meeting at 11:15 a.m.

AUTHORITY MEMBER REPORTS:

Board Vacancies: The Chair mentioned the two open seats and the Board discussed waiting to fill the At-large position until the City made an appointment for their open seat.

ADJOURNMENT: Mr. Bailey moved to adjourn the meeting at 11:23 a.m. Ms. Brown seconded the motion and it carried by a 6 to 0 vote.

Respectfully submitted,

Ellen Heywood
Clerk to the Board

Approved:

Matthew C. Burrell
Chair



MEMORANDUM

TO: Members of the Airport Authority

FROM: Janet Burnette, Director of Finance and Accounting

DATE: July 10, 2020

ITEM DESCRIPTION – New Business Item A

Approval of Amendment to the FY20/21 Budget

BACKGROUND

On April 3, 2020, the Authority Board adopted the Authority's Fiscal Year 2020/2021 Budget. However, at that time, the airport was already experiencing significant negative financial impact resulting from the COVID-19 pandemic and advised the Board that staff was making budget reductions to deal with this impact. This budget amendment formalizes these reductions in the FY20/21 budget. A portion of Federal CARES Act funding will be used to offset the revenue shortfall.

We recommend that the Authority Board amend the FY20/21 budget as outlined below.

ISSUES

None.

ALTERNATIVES

None.

FISCAL IMPACT

The budget amendment will decrease both FY20/21 budgeted revenues and expenditures by \$2,322,998.

New Business Item A



RECOMMENDED ACTION

It is respectfully requested that the Authority Board resolve to amend the FY2020/2021 budget by adopting the following budget ordinance 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, 2021:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Administrative Dept	\$240,606	
Planning Depart	26,300	
Executive Dept	101,900	0
Finance Dept	18,800	0
Guest Services Dept	8,250	0
Information Technology Dept	167,126	0
Marketing Dept	181,310	0
Operations Dept	1,197,360	0
Properties & Contracts Dept	35,700	0
Public Safety Dept	97,570	0
Capital Improvement	50,000	0
Renewal and Replacement	198,076	0
Totals	<u>2,322,998</u>	<u>0</u>

This will result in a net decrease of \$2,322,998 in the appropriations. Revenues will be revised as follows:



REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Administrative (Interest Income)	\$100,000	\$0
Terminal	1,670,007	0
Airfield	721,963	0
General Aviation	15,236	0
Parking Lot	2,761,364	0
Other	45,410	0
Passenger Facility Charges	850,000	0
Customer Facility Charges	600,000	0
Federal Grants – CARES Act	0	4,440,982
Transfer – GARAA Cash/Investments	0	0
Totals	<u>\$6,763,980</u>	<u>\$4,440,982</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 10th day of July, 2020.

Matthew Burrell, Chair

Attested by:

Ellen Heywood, Clerk to the Board



MEMORANDUM

TO: Members of the Airport Authority
FROM: Lew Bleiweis, A.A.E., Executive Director
DATE: July 10, 2020

ITEM DESCRIPTION – Information Section Item A

May, 2020 Traffic Report – Asheville Regional Airport

SUMMARY

With the COVID-19 pandemic continuing to affect air travel May, 2020 overall passenger traffic numbers were down 89.5% compared to the same period last year. Passenger traffic numbers reflect an 89.3% decrease in passenger enplanements from May, 2019. Enplanements for Fiscal Year to Date total 607,832 which is a 0.93% decrease over the same period last year.

AIRLINE PERFORMANCE

Allegiant Airlines: Year over Year passenger enplanements for Allegiant in May 2020 were down by 85.4%. There were 215 flight cancellations for the month.

American Airlines: American's May 2020 passenger enplanements represent an 81.9% decrease over the same period last year. There were 2 flight cancellations for the month.

Delta Airlines: Enplanements for Delta in May 2020 decreased by 98.3%. There were 5 flight cancellations for the month.

Spirit Airlines: Spirit experienced a 97.1% decrease in passenger enplanements in May 2020 compared to May 2019. There were no flight cancellations for the month.

United Airlines: In May 2020, United Airlines saw a decrease in enplanements by 97.6% over the same period last year. There were no flight cancellations for the month.

Monthly Traffic Report

Asheville Regional Airport

May 2020



Category	May 2020	May 2019	Percentage Change	*CYTD-2020	*CYTD-2019	Percentage Change	*MOV12-2020	*MOV12-2019	Percentage Change
Passenger Traffic									
Enplaned	7,717	71,960	-89.3%	151,108	283,472	-46.7%	676,729	657,139	3.0%
Deplaned	<u>7,379</u>	<u>71,735</u>	-89.7%	<u>149,144</u>	<u>279,984</u>	-46.7%	<u>676,829</u>	<u>653,427</u>	3.6%
Total	15,096	143,695	-89.5%	300,252	563,456	-46.7%	1,353,558	1,310,566	3.3%
Aircraft Operations									
Airlines	378	1,206	-68.7%	3,368	4,780	-29.5%	11,844	10,639	11.3%
Commuter/ Air Taxi	<u>236</u>	<u>1,008</u>	-76.6%	2,676	3,537	-24.3%	10,404	10,662	-2.4%
Subtotal	<u>614</u>	<u>2,214</u>	<u>-72.3%</u>	<u>6,044</u>	<u>8,317</u>	<u>-27.3%</u>	<u>22,248</u>	<u>21,301</u>	4.4%
General Aviation	2,998	4,487	-33.2%	13,338	17,186	-22.4%	43,756	40,755	7.4%
Military	<u>55</u>	<u>342</u>	-83.9%	<u>695</u>	<u>1,254</u>	-44.6%	<u>2,500</u>	<u>3,234</u>	-22.7%
Subtotal	<u>3,053</u>	<u>4,829</u>	<u>-36.8%</u>	<u>14,033</u>	<u>18,440</u>	<u>-23.9%</u>	<u>46,256</u>	<u>43,989</u>	5.2%
Total	3,667	7,043	-47.9%	20,077	26,757	-25.0%	68,504	65,290	4.9%
Fuel Gallons									
100LL	7,936	16,693	-52.5%	40,873	64,973	-37.1%	147,944	171,067	-13.5%
Jet A (GA)	44,587	125,954	-64.6%	237,715	378,346	-37.2%	1,221,825	1,391,533	-12.2%
Subtotal	<u>52,523</u>	<u>142,647</u>	<u>-63.2%</u>	<u>278,588</u>	<u>443,319</u>	<u>-37.2%</u>	<u>1,369,769</u>	<u>1,562,600</u>	<u>-12.3%</u>
Jet A (A/L)	<u>0</u>	<u>619,409</u>	-100.0%	<u>1,562,368</u>	<u>2,294,772</u>	-31.9%	<u>6,180,685</u>	<u>5,159,973</u>	19.8%
Total	52,523	762,056	-93.1%	1,840,956	2,738,091	-32.8%	7,550,454	6,722,573	12.3%

*CYTD = Calendar Year to Date and *Mov12 = Moving Twelve Months.

Monday, June 22, 2020

Airline Enplanements, Seats, and Load Factors

Asheville Regional Airport

May 2020



	May 2020	May 2019	Percentage Change	*CYTD-2020	*CYTD-2019	Percentage Change
Allegiant Air						
Enplanements	4,157	28,493	-85.4%	69,177	117,272	-41.0%
Seats	8,076	37,995	-78.7%	108,285	159,105	-31.9%
Load Factor	51.5%	75.0%	-31.4%	63.9%	73.7%	-13.3%
American Airlines						
Enplanements	2,996	16,553	-81.9%	39,364	59,645	-34.0%
Seats	9,020	19,790	-54.4%	73,244	72,208	1.4%
Load Factor	33.2%	83.6%	-60.3%	53.7%	82.6%	-34.9%
Delta Air Lines						
Enplanements	248	14,581	-98.3%	25,905	59,266	-56.3%
Seats	2,010	16,380	-87.7%	42,875	68,540	-37.4%
Load Factor	12.3%	89.0%	-86.1%	60.4%	86.5%	-30.1%
Elite Airways						
Enplanements	0	70	-100.0%	0	70	-100.0%
Seats	0	170	-100.0%	0	170	-100.0%
Load Factor	#Num!	41.2%	#Type!	#Num!	41.2%	#Type!
Spirit Airlines						
Enplanements	120	4,195	-97.1%	5,385	20,721	-74.0%
Seats	290	8,918	-96.7%	10,324	40,586	-74.6%
Load Factor	41.4%	47.0%	-12.0%	52.2%	51.1%	2.2%
United Airlines						
Enplanements	196	8,068	-97.6%	11,277	26,498	-57.4%
Seats	1,550	9,250	-83.2%	19,628	33,210	-40.9%
Load Factor	12.6%	87.2%	-85.5%	57.5%	79.8%	-28.0%

Monday, June 22, 2020

*CTYD = Calendar Year to Date and *Mov12 = Moving Twelve Months.

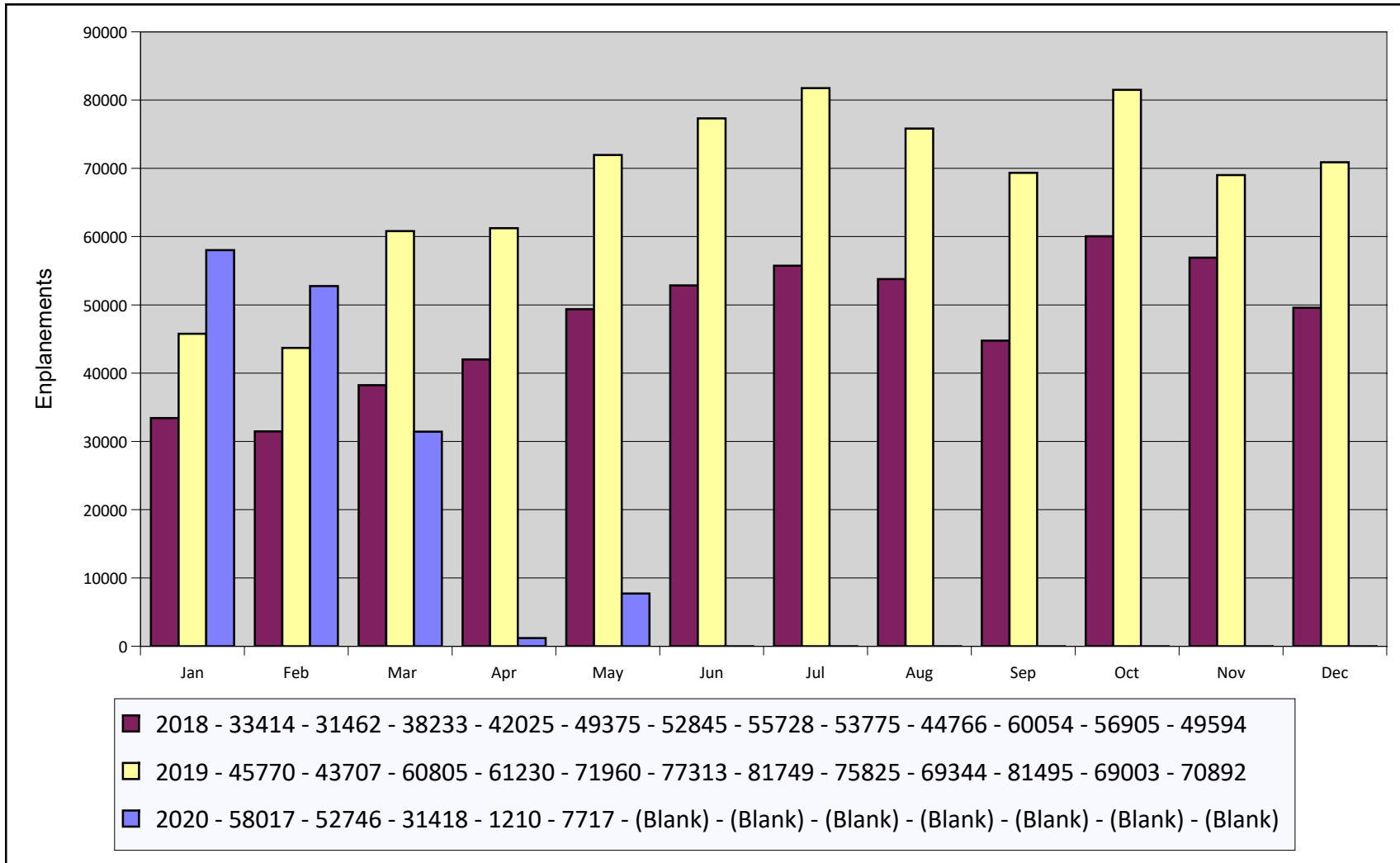
	May 2020	May 2019	Percentage Change	*CYTD-2020	*CYTD-2019	Percentage Change
Totals						
Enplanements	7,717	71,960	-89.3%	151,108	283,472	-46.7%
Seats	20,946	92,503	-77.4%	254,356	373,819	-32.0%
Load Factor	36.8%	77.8%	-52.6%	59.4%	75.8%	-21.7%

Airline Flight Completions Asheville Regional Airport May 2020

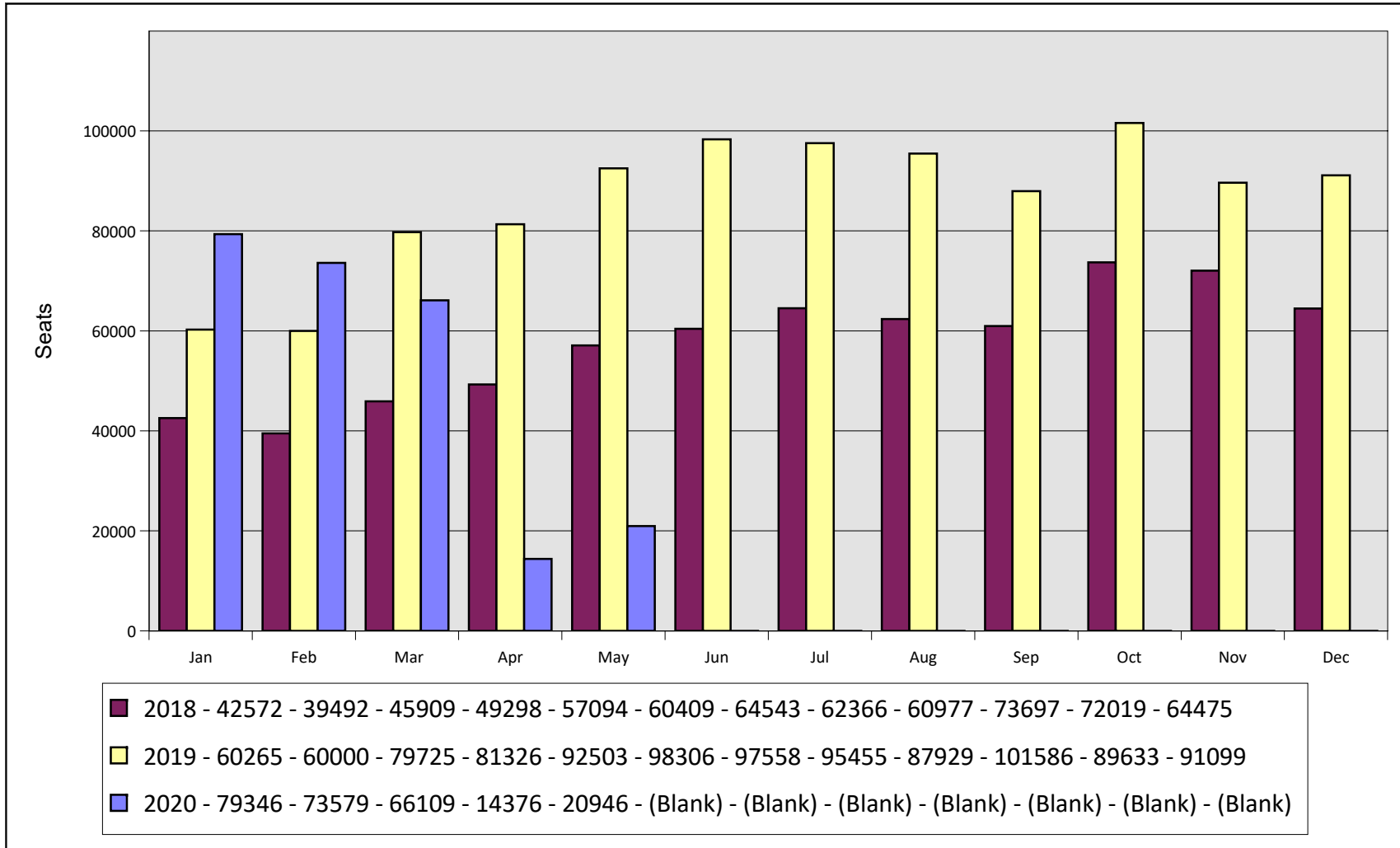


Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Percentage of Completed Flights
			Mechanical	Weather	Other		
Allegiant Air	261	0	0	0	215	215	17.6%
American Airlines	122	0	0	0	2	2	98.4%
Delta Air Lines	31	0	0	0	5	5	83.9%
Spirit Airlines	2	0	0	0	0	0	100.0%
United Airlines	31	0	0	0	0	0	100.0%
Total	447	0	0	0	222	222	50.3%

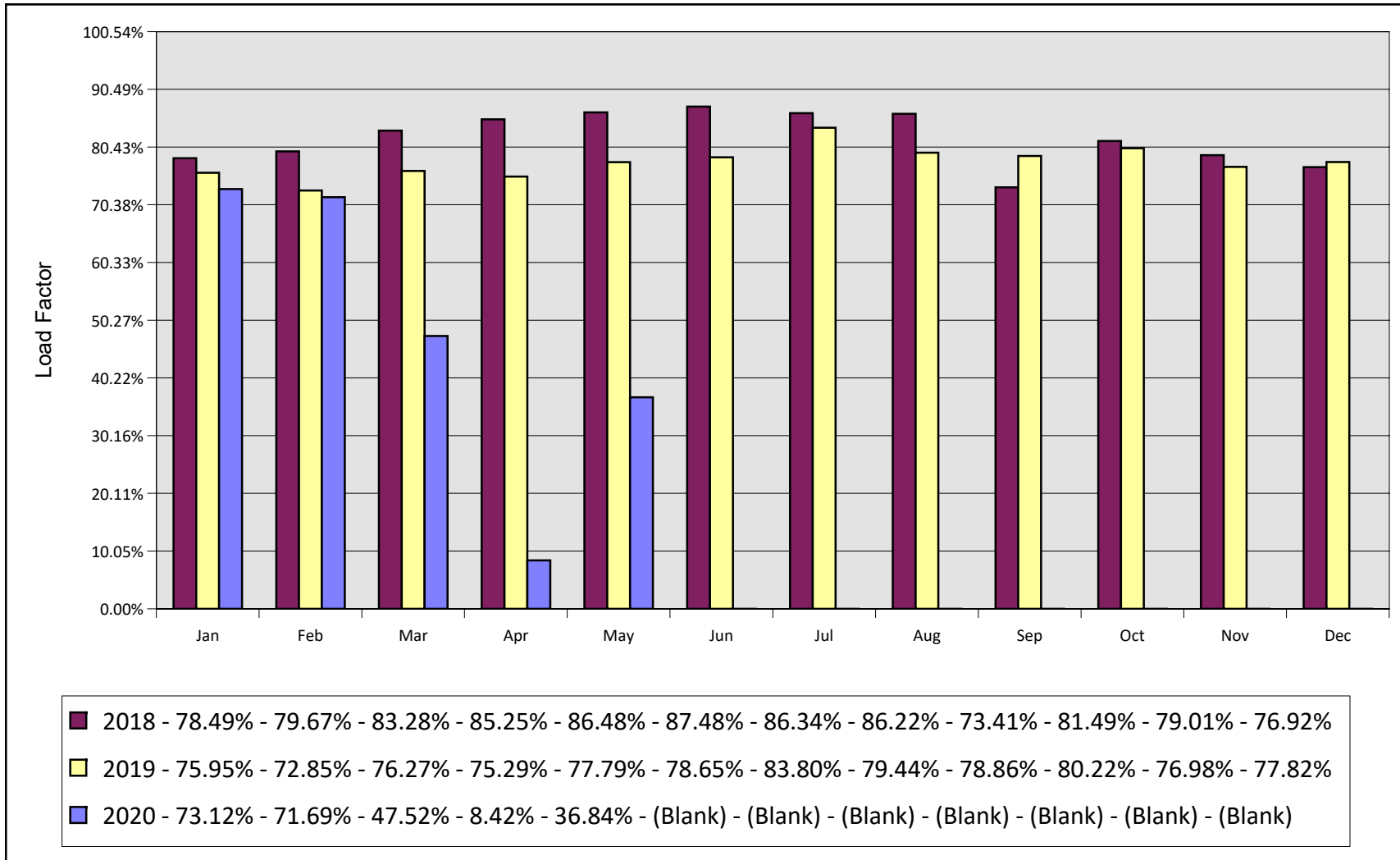
Monthly Enplanements By Year Asheville Regional Airport



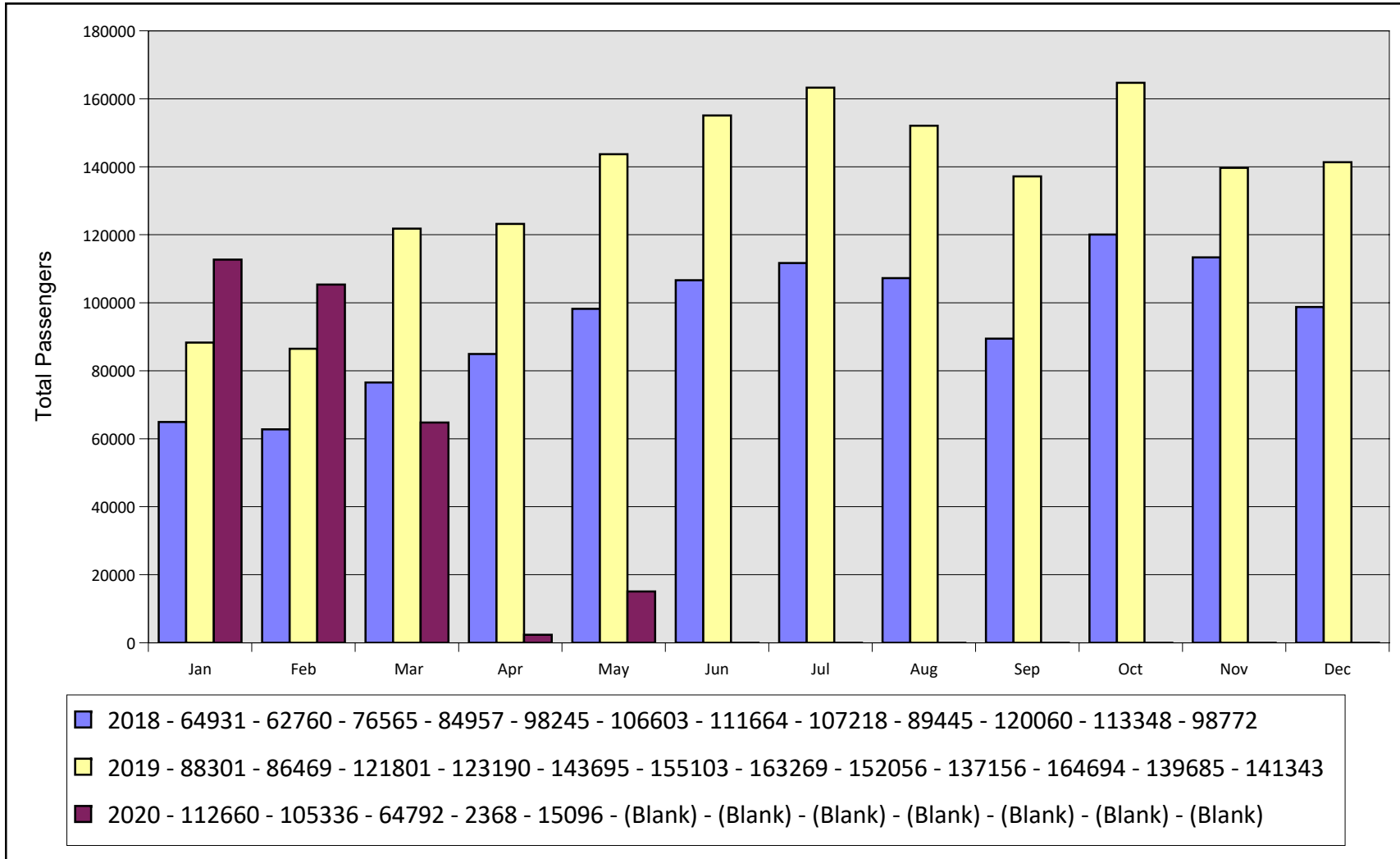
Monthly Seats By Year Asheville Regional Airport



Monthly Load Factors By Year Asheville Regional Airport

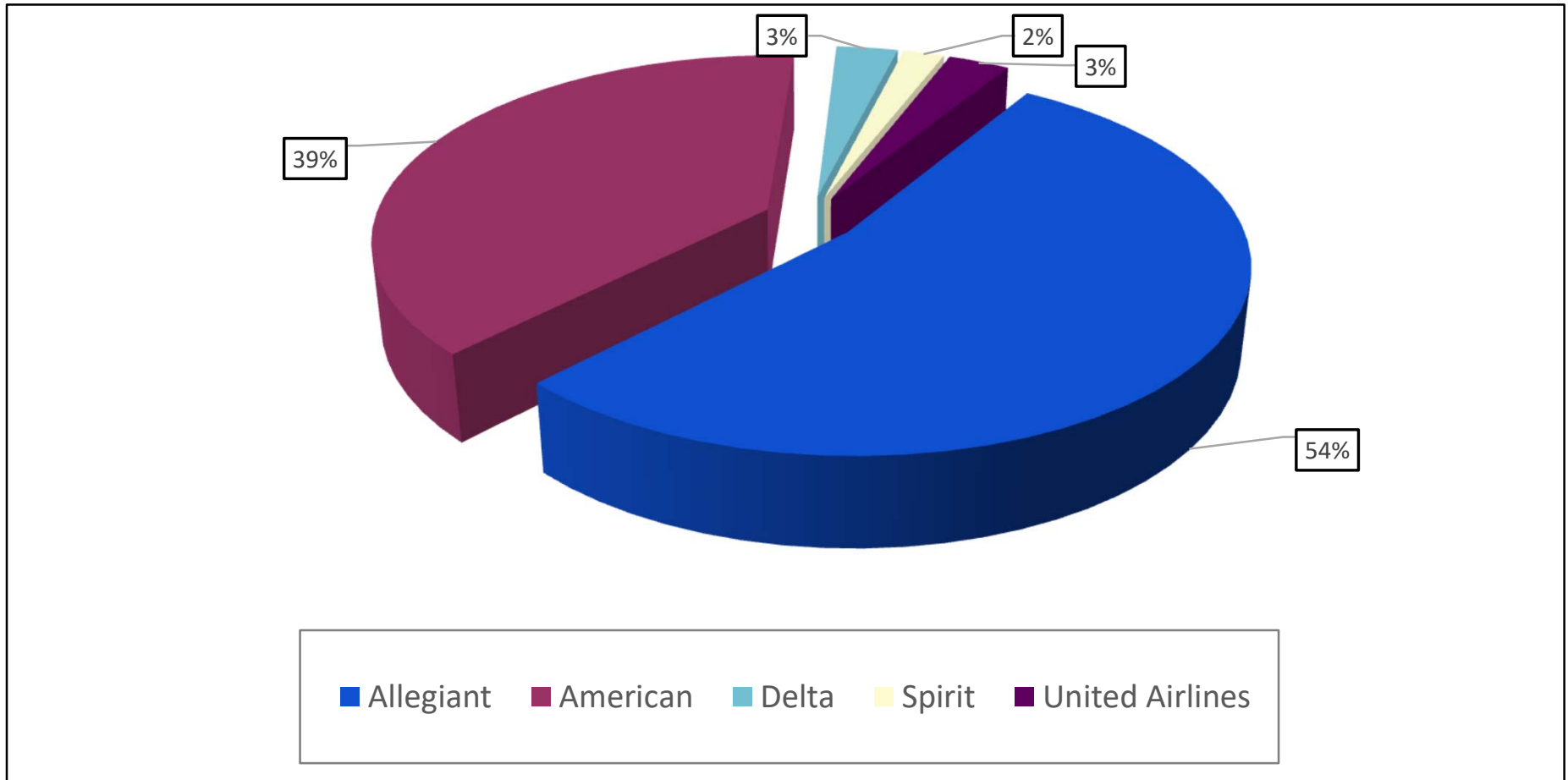


Total Monthly Passengers By Year Asheville Regional Airport



Airline Market Share Analysis (Enplanements) Asheville Regional Airport

Report Period From May 2020 Through May 2020





MEMORANDUM

TO: Members of the Airport Authority

FROM: Janet Burnette, Director of Finance & Accounting

DATE: July 10, 2020

ITEM DESCRIPTION – Information Section Item B

Greater Asheville Regional Airport – Explanation of Extraordinary Variances
Month of May 2020

SUMMARY

Operating Revenues for the month of May were \$409,453, 61.4% under budget. Operating Expenses for the month were \$676,330, 27.1% under budget. As a result, Net Operating Revenues before Depreciation were (\$266,877). Net Non-Operating Revenues were \$9,598, 97.2% under budget.

Year-to-date Operating Revenues were \$13,564,874, 16.2% over budget. Year-to-date Operating Expenses were \$7,920,700, 24.5% under budget. Year-to-date Net Operating Revenues before Depreciation were \$5,644,174. Net Non-Operating Revenues for the year were \$3,070,155, 18.3% under budget.

REVENUES

Significant variations to budget for May were:

Terminal rent – Airlines	(\$126,439)	(63.00%)	Enplanements under budget – pandemic
Landing fees	(\$57,021)	(66.35%)	Landings under budget – pandemic
Concessions	(\$26,386)	(56.64%)	Enplanements under budget – pandemic
Auto parking	(\$329,692)	(87.92%)	Enplanements under budget – pandemic
Rental car - car rentals	(\$103,476)	(72.56%)	Enplanements under budget – pandemic
Other Leases and fees	\$11,518	70.23%	Timing of TSA – LEO reimbursements
Ground transportation	(\$15,311)	(97.47%)	Enplanements under budget – pandemic

Information Section – Item B



EXPENSES

Significant variations to budget for May were:

Professional services	\$25,823	68.67%	GA apron study & timing of legal fees
Travel & training	(\$23,322)	(107.29%)	Travel eliminated and refund received
Utility services	(\$9,734)	(21.64%)	Low utility usage for month
Promotional activities	(\$8,548)	(33.77%)	Reduced promotional activities
Operating supplies	(\$24,931)	(64.39%)	Less cost than anticipated

STATEMENT OF NET ASSETS

Significant variations to prior month were:

Cash and Cash Equivalents – Cash and Cash Equivalents decreased by \$8MM mainly due to expenditures on multiple capital projects.

Grants Receivable – Grants Receivable increased by \$2.4MM due to the airfield redevelopment project, the south apron construction and the security system project.

Construction in Progress – Construction in Progress increased by \$8.3MM mainly due to the airfield redevelopment, terminal infrastructure, south apron construction and parking lot projects.

Property and Equipment, Net – Property and Equipment, Net decreased by \$438K due to depreciation.

**ASHEVILLE REGIONAL AIRPORT
INVESTMENT AND INTEREST INCOME SUMMARY
As of May 31, 2020**

<u>Institution:</u>	<u>Interest Rate</u>	<u>Investment Amount</u>	<u>Monthly Interest</u>
Bank of America - Operating Account	0.80%	\$ 1,339,688	1,330
First Citizens - Money Market Account	0.35%	404,354	0
NC Capital Management Trust - Cash Portfolio		18,097	3
NC Capital Management Trust - Term Portfolio		9,461,977	(5,065)
Petty Cash		200	
 <u>Restricted Cash:</u>			
BNY Mellon		1,349,982	
Bank of America - PFC Revenue Account	0.80%	5,297,795	896
NC Capital Management Trust - Term Port - PFC		10,327,226	(5,528)
 Total		<u>\$ 28,199,319</u>	<u>\$ (8,364)</u>

Investment Diversification:

Banks	30%
NC Capital Management Trust	70%
Commercial Paper	0%
Federal Agencies	0%
US Treasuries	0%
	<u>100%</u>

**ASHEVILLE REGIONAL AIRPORT
STATEMENT OF CHANGES IN FINANCIAL POSITION
For the Month Ended May 31, 2020**

	Current Month	Prior Period
Cash and Investments Beginning of Period	\$ 36,201,996	\$ 35,202,317
Net Income/(Loss) Before Capital Contributions	(696,093)	(835,021)
Depreciation	438,813	438,813
Decrease/(Increase) in Receivables	(2,466,994)	55,132
Increase/(Decrease) in Payables	204,074	1,930,271
Decrease/(Increase) in Prepaid Expenses	-	-
Decrease/(Increase) in Fixed Assets	(8,377,043)	(767,427)
Principal Payments of Bond Maturities	-	-
Capital Contributions	2,894,566	172,112
Fund Balance Adjustment - Forfeiture funds	-	5,799
Increase(Decrease) in Cash	(8,002,677)	999,679
Cash and Investments End of Period	\$ 28,199,319	\$ 36,201,996

**ASHEVILLE REGIONAL AIRPORT
STATEMENT OF FINANCIAL POSITION
As of May 31, 2020**

	Current Month	Last Month
<u>ASSETS</u>		
Current Assets:		
Unrestricted Net Assets:		
Cash and Cash Equivalents	\$11,224,317	\$19,430,702
Investments	0	0
Accounts Receivable	397,196	365,626
Passenger Facility Charges Receivable	25,000	75,000
Refundable Sales Tax Receivable	204,369	129,837
Grants Receivable	1,437,911	(972,981)
Prepaid Expenses	150	150
Total Unrestricted Assets	13,288,943	19,028,334
Restricted Assets:		
Cash and Cash Equivalents	16,975,003	16,771,294
Total Restricted Assets	16,975,003	16,771,294
Total Current Assets	30,263,946	35,799,628
Noncurrent Assets:		
Construction in Progress	91,090,545	82,713,502
Net Pension Asset - LGERS	(1,178,625)	(1,178,625)
Benefit Payment - OPEB	50,329	50,329
Contributions in Current Year	951,989	951,989
Property and Equipment - Net	69,525,693	69,964,506
Total Noncurrent Assets	160,439,931	152,501,701
	\$190,703,877	\$188,301,329
<u>LIABILITIES AND NET ASSETS</u>		
Current Liabilities:		
Payable from Unrestricted Assets:		
Accounts Payable & Accrued Liabilities	\$52,905	\$18,914
Customer Deposits	12,785	12,785
Unearned Revenue	152,404	17,649
Unearned Revenue - Constr	4,733,674	4,733,674
Construction Contracts Payable	0	0
Construction Contract Retainages	574,507	574,507
Revenue Bond Payable - Current	1,280,000	1,280,000
Interest Payable	176,646	141,317
Total Payable from Unrestricted Assets	6,982,921	6,778,846
Total Current Liabilities	6,982,921	6,778,846
Noncurrent Liabilities:		
Pension Deferrals - OPEB	82,080	82,080
Other Postemployment Benefits	1,318,276	1,318,276
Compensated Absences	346,617	346,617
Net Pension Obligation-LEO Special Separation Allowance	453,052	453,052
Revenue Bond Payable - Noncurrent	16,305,000	16,305,000
Total Noncurrent Liabilities	18,505,025	18,505,025
Total Liabilities	25,487,946	25,283,871
Net Assets:		
Invested in Capital Assets	143,031,238	135,093,008
Restricted	16,975,003	16,771,294
Unrestricted	5,209,690	11,153,156
Total Net Assets	165,215,931	163,017,458
	\$190,703,877	\$188,301,329



Income Statement

Through 05/31/20

Summary Listing

Classification	MTD Actual Amount	YTD Actual Amount	YTD Budget Amount	YTD Variance	Annual Budget Amount	Budget Less YTD Actual
Fund Category Governmental Funds						
Fund Type General Fund						
Fund 10 - General Fund						
<i>Operating revenues</i>						
Terminal space rentals - non airline	21,457.42	234,287.25	231,793.83	2,493.42	252,866.00	18,578.75
Terminal space rentals - airline	74,248.04	2,128,592.07	2,207,553.33	(78,961.26)	2,408,240.00	279,647.93
Landing fees	28,915.80	1,080,887.06	945,308.83	135,578.23	1,031,246.00	(49,641.06)
Concessions	20,198.91	659,778.48	512,435.00	147,343.48	559,020.00	(100,758.48)
Auto parking	45,308.21	5,097,462.44	4,125,000.00	972,462.44	4,500,000.00	(597,462.44)
Rental car - car rentals	39,130.96	2,093,910.51	1,568,676.08	525,234.43	1,711,283.00	(382,627.51)
Rental car - facility rent	52,921.37	580,674.41	597,814.25	(17,139.84)	652,161.00	71,486.59
Commerce ground transportation	397.26	255,934.02	172,791.67	83,142.35	188,500.00	(67,434.02)
FBO's	82,955.15	965,521.36	968,278.67	(2,757.31)	1,056,304.00	90,782.64
Building leases	9,944.80	106,828.71	87,528.83	19,299.88	95,486.00	(11,342.71)
Land leases	6,057.11	76,406.65	75,930.25	476.40	82,833.00	6,426.35
Other leases and fees	27,918.04	284,591.62	180,400.00	104,191.62	196,800.00	(87,791.62)
<i>Operating revenues Totals</i>	\$409,453.07	\$13,564,874.58	\$11,673,510.75	\$1,891,363.83	\$12,734,739.00	(\$830,135.58)
<i>Non-operating revenue and expense</i>						
Customer facility charges	36,945.25	1,664,189.50	1,466,666.67	197,522.83	1,600,000.00	(64,189.50)
Passenger facility charges	16,346.32	2,522,424.74	2,062,500.00	459,924.74	2,250,000.00	(272,424.74)
Interest revenue	(8,364.49)	368,509.55	229,166.67	139,342.88	250,000.00	(118,509.55)
Interest expense	(35,329.29)	(388,622.19)	.00	(388,622.19)	.00	388,622.19
Reimbursable cost expenses	.00	(1,103,168.12)	.00	(1,103,168.12)	.00	1,103,168.12
Gain or loss on disposal of assets	.00	.00	.00	.00	.00	.00
P-card rebate	.00	6,821.99	.00	6,821.99	.00	(6,821.99)
<i>Non-operating revenue and expense Totals</i>	\$9,597.79	\$3,070,155.47	\$3,758,333.33	(\$688,177.86)	\$4,100,000.00	\$1,029,844.53
Capital contributions	2,894,566.00	6,525,455.77	.00	6,525,455.77	.00	(6,525,455.77)



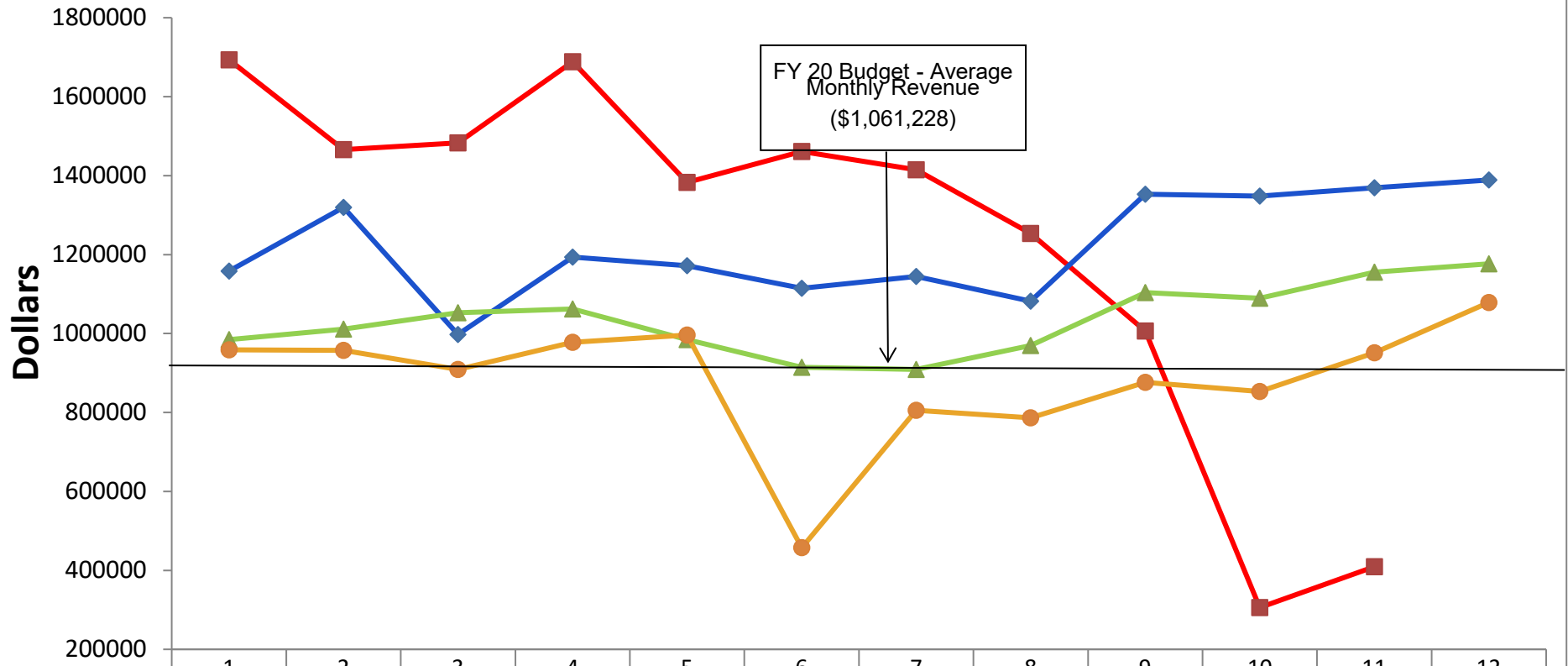
Income Statement

Through 05/31/20

Summary Listing

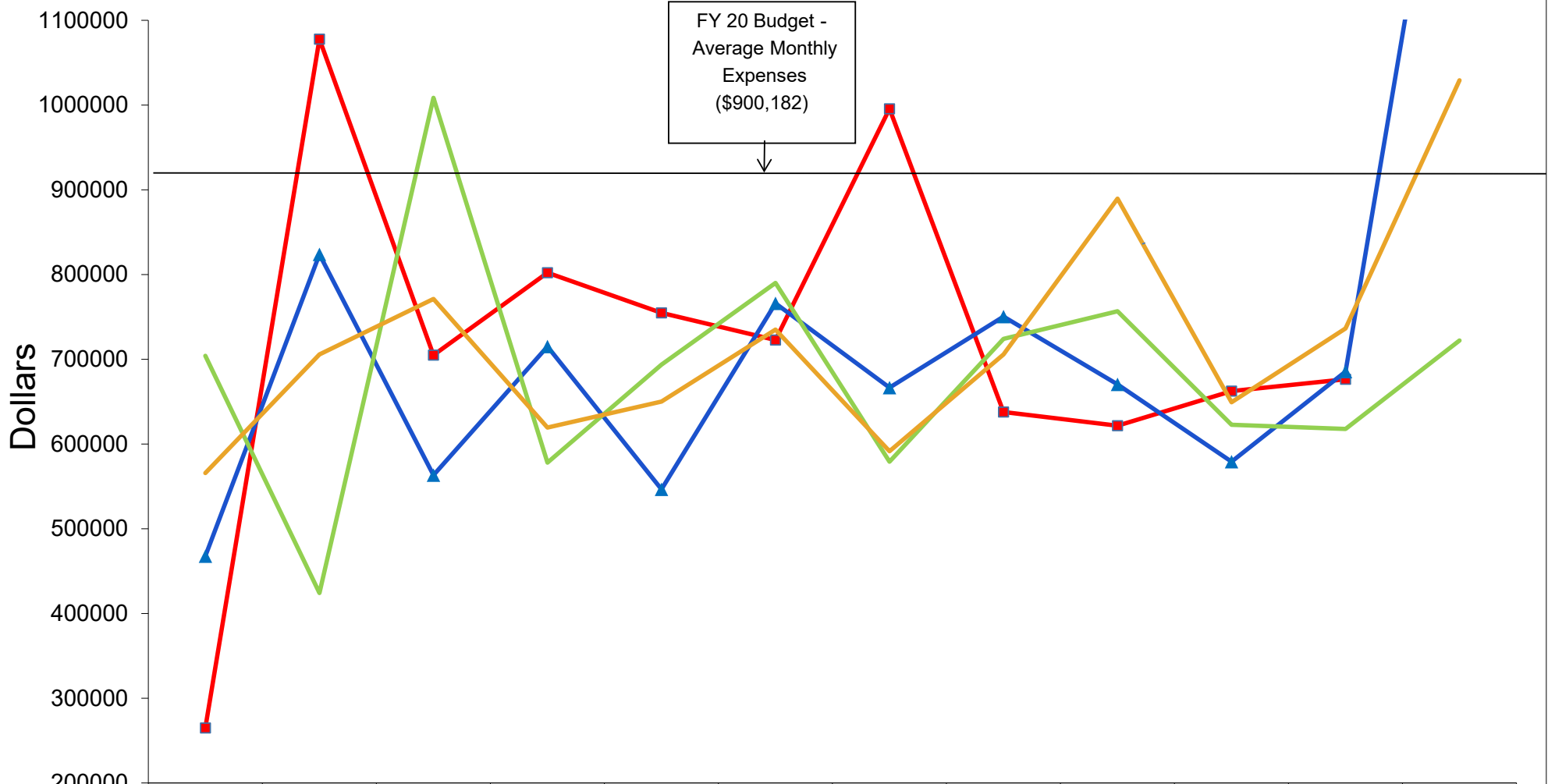
Classification	MTD Actual Amount	YTD Actual Amount	YTD Budget Amount	YTD Variance	Annual Budget Amount	Budget Less YTD Actual
<i>Operating expenses</i>						
Personnel services	417,425.78	4,987,301.58	6,106,623.42	(1,119,321.84)	6,661,771.00	1,674,469.42
Professional services	63,427.35	336,293.33	413,645.83	(77,352.50)	451,250.00	114,956.67
Other contractual services	107,473.27	833,776.16	1,250,244.42	(416,468.26)	1,363,903.00	530,126.84
Travel and training	(1,585.00)	113,207.77	239,112.50	(125,904.73)	260,850.00	147,642.23
Communications	4,574.42	49,307.20	60,124.17	(10,816.97)	65,590.00	16,282.80
Utility services	35,254.60	357,079.65	494,878.08	(137,798.43)	539,867.00	182,787.35
Rentals and leases	1,572.74	12,952.45	12,925.00	27.45	14,100.00	1,147.55
Insurance	.00	277,508.59	290,600.00	(13,091.41)	290,600.00	13,091.41
Advertising, printing and binding	.00	6,895.99	17,600.00	(10,704.01)	19,200.00	12,304.01
Promotional activities	16,768.39	153,254.24	278,483.33	(125,229.09)	303,800.00	150,545.76
Other current charges and obligations	3,215.41	55,659.99	78,008.33	(22,348.34)	85,100.00	29,440.01
Operating supplies	13,786.51	287,945.83	425,892.50	(137,946.67)	464,610.00	176,664.17
Publications, subscriptions, memberships, etc.	(49.82)	62,303.62	56,741.67	5,561.95	61,900.00	(403.62)
Repairs and maintenance	8,995.90	133,280.04	160,141.67	(26,861.63)	174,700.00	41,419.96
Small equipment	5,470.97	80,774.64	73,791.67	6,982.97	80,500.00	(274.64)
Contingency	.00	.00	30,891.67	(30,891.67)	33,700.00	33,700.00
Emergency repairs	.00	23,159.34	45,833.33	(22,673.99)	50,000.00	26,840.66
Business development	.00	150,000.00	458,333.33	(308,333.33)	500,000.00	350,000.00
<i>Operating expenses Totals</i>	<u>\$676,330.52</u>	<u>\$7,920,700.42</u>	<u>\$10,493,870.92</u>	<u>(\$2,573,170.50)</u>	<u>\$11,421,441.00</u>	<u>\$3,500,740.58</u>
<i>Depreciation</i>						
Depreciation	438,813.58	4,826,949.38	.00	4,826,949.38	.00	(4,826,949.38)
<i>Depreciation Totals</i>	<u>\$438,813.58</u>	<u>\$4,826,949.38</u>	<u>\$0.00</u>	<u>\$4,826,949.38</u>	<u>\$0.00</u>	<u>(\$4,826,949.38)</u>
Grand Totals						
REVENUE TOTALS	3,313,616.86	23,160,485.82	15,431,844.08	7,728,641.74	16,834,739.00	(6,325,746.82)
EXPENSE TOTALS	1,115,144.10	12,747,649.80	10,493,870.92	2,253,778.88	11,421,441.00	(1,326,208.80)
Grand Total Net Gain (Loss)	<u>\$2,198,472.76</u>	<u>\$10,412,836.02</u>	<u>\$4,937,973.17</u>	<u>\$5,474,862.85</u>	<u>\$5,413,298.00</u>	<u>\$4,999,538.02</u>

ASHEVILLE REGIONAL AIRPORT Annual Operating Revenue by Month May 2020



	1	2	3	4	5	6	7	8	9	10	11	12
2020	1693639	1465826	1482983	1688471	1382894	1461166	1414955	1253245	1006396	305847	409453	
2019	1157880	1319448	997702	1193707	1171956	1114742	1144401	1081933	1352795	1348310	1369108	1388974
2018	984749	1011431	1052878	1062064	984291	914297	909078	969671	1103476	1089449	1155693	1176670
2017	958743	957359	909258	977579	996133	457472	805436	786217	876033	852930	950921	1078756

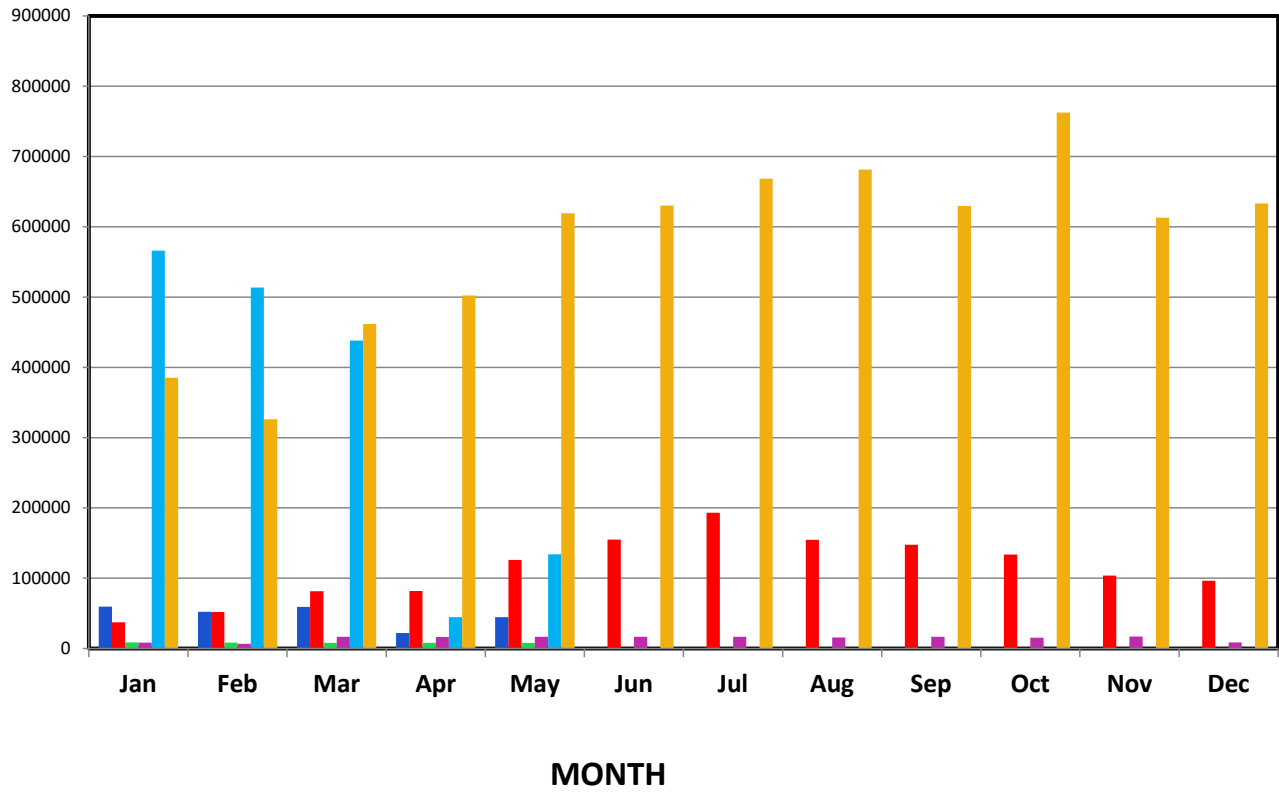
ASHEVILLE REGIONAL AIRPORT Annual Operating Expenses by Month May 2020



	1	2	3	4	5	6	7	8	9	10	11	12
2020	264978	1077831	704819	802144	754800	722727	995620	637669	621479	662302	676330	
2019	467701	823824	563350	714938	546502	766012	666544	750376	670406	579071	685414	1480804
2018	704085	424161	1008520	578153	693612	790093	579052	724027	756743	622562	617623	722128
2017	565737	705715	771249	619423	649959	734910	591499	705568	889485	649186	736270	1029219

**ASHEVILLE REGIONAL AIRPORT
FUEL SALES - GALLONS
May 2020**

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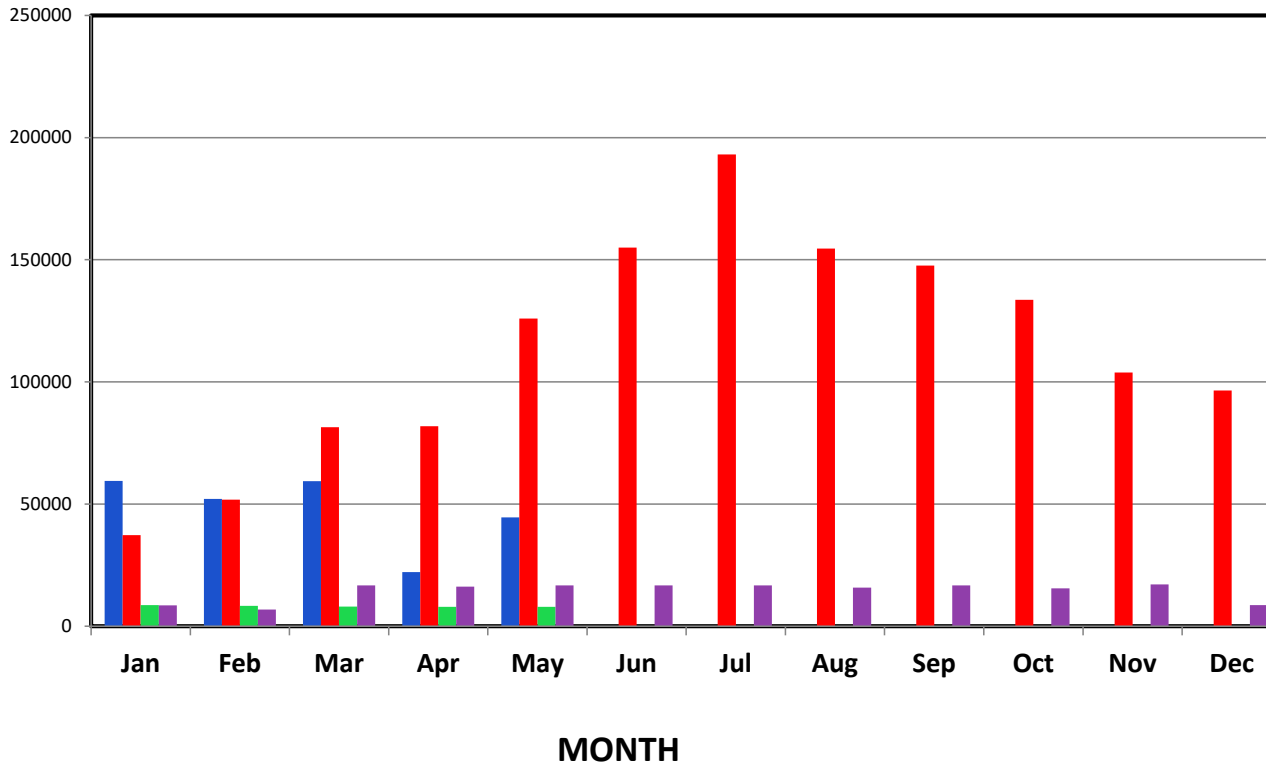


■ Jet A - 2020
■ Jet A - 2019
■ 100LL - 2020
■ 100LL - 2019
■ Airline - 2020
■ Airline - 2019

Jet A - 44,587 Gallons
 100LL - 7,936 Gallons
 Airline - 133,993 Gallons

ASHEVILLE REGIONAL AIRPORT
GENERAL AVIATION FUEL SALES - GALLONS
May 2020

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- Jet A - 2020
- Jet A - 2019
- 100LL - 2020
- 100LL - 2019

Jet A - 44,587 Gallons
100LL - 7,936 Gallons

Design Phase														
Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 07/01/2020)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 07/01/2020)	Start Date	End Date	Current Project Status (as of 07/01/2020)
1	Airfield Re-Development Project	Budget for the complete project				\$64,100,000.00	\$50,900,000.00		\$115,000,000.00	59.2%	\$68,073,896			All Engineer contracts, completed construction contracts and expenses will be inclusive of budget.
1B	Airfield Re-Development Project	Phase III and IV - Design Services and Project Management.	RS&H	\$2,399,826.00	N/A	N/A	\$4,417,146.00	65.90%	(Overall total included in above number)	34%	\$2,311,996	Dec-14	May-21	Phase IV Project Management continues.
1C	Airfield Re-Development Project	Phase III and IV - Design Services and Project Management. Vol 2	RS&H	\$1,460,329.00	N/A	N/A	\$0.00	0.00%	(Overall total included in above number)	74.0%	\$1,052,055	Aug-19	Dec-20	Phase IV Project Management continues.
1D	Airfield Re-Development Project	Phase III and IV - Design Services and Project Management. Vol 3	RS&H	\$1,487,205.00	N/A	N/A	\$0.00	0.00%	(Overall total included in above number)	0%	\$0	Aug-19	May-21	Phase IV Project Management continues.
1E	Airfield Re-Development Project	New Runway Design Vol2 and Vol3 rebid package.	AVCON	\$330,614.00	N/A	N/A	\$0.00	0.00%	(Overall total included in above number)	61.9%	\$204,796	Jan-20	Dec-20	Project stopped, pending final invoice.
1F	Airfield Re-Development Project	New Runway Design Vol3	AVCON	\$99,271.00	N/A	N/A	\$0.00	0.00%	(Overall total included in above number)	68.9%	\$68,702	Aug-19	Dec-20	Phase IV Project Management continues.
1G	Airfield Re-Development Project	Miscellaneous and Administrative Expenses			N/A	N/A	\$0.00	0.0%	(Overall total included in above number)	0.0%	\$4,042,174	Jan-13	Dec-19	Miscellaneous Administrative Expenses, Reimbursable Agreement and Land Acquisition
2	Airport Security and Identity Management	Security system, ID badging and CCTV camera equipment	Faith Group LLC	\$327,486.27	N/A	N/A	\$0.00	0.0%	\$327,486.27	93.6%	\$306,411.00	Aug-18	May-20	Project closeout pending.
3	Apron Expansion South	Terminal apron to be expanded and added for aircraft use.	Parrish and Partners	\$821,196.00	N/A	N/A	\$158,253.00	19.3%	\$979,449.00	78.1%	\$764,929.00	Nov-18	Feb-21	Project Management in process.
4	Terminal Building Renovations	Phase 1 - Utility Modernization of Water and Sewer	Gresham Smith	\$168,820.00	N/A	N/A	\$0.00	0.0%	\$168,820.00	78.1%	\$131,916.00	Jan-19	Jun-20	Project Management in process.
5	Terminal Building Renovations	Phase 2 - Terminal Building Modernization Design	Gresham Smith	\$12,608,794.00	N/A	N/A	\$0.00	0.0%	\$12,608,794.00	9.4%	\$1,187,848.00	Nov-19	Apr-21	Public Session held on June 30, 2020.
7	Parking Lots	Design of additional parking areas across Highway 280	AVCON	\$189,962.00	N/A	N/A	\$103,796.00	54.6%	\$293,758.00	94.1%	\$276,542.00	May-19	May-20	Project Management in process.
Construction Phase														
Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 07/01/2020)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 07/01/2020)	Start Date	End Date	Current Project Status (as of 07/01/2020)
1	Permanent Runway 17-35 Construction, NAVAIDS and Taxiway Conversion	Construct new runway and convert temporary runway to a taxiway	RS&H and AVCON Inc.	Amount Included in Phase 3 Design Fees	Travelers	\$22,222,792.84	\$0.00	0.0%	\$22,222,792.84	22.1%	\$4,905,123.00	Apr-20	May-21	Errosion control maintenance, grading and electrical work continues.
2	Permanent Runway 17-35 Construction, NAVAIDS and Taxiway	Construct new runway and convert temporary runway to a taxiway	RS&H and AVCON Inc.	Amount Included in Phase 3 Design Fees	APAC/Harrison Construction	\$11,988,517.25	\$42,067.00	0.36%	\$11,988,517.25	8%	\$917,483.00	Apr-20	Dec-20	Paving on shoulders and taxiways have begun. Runway paving is weather permitting.
3	Airport Security & Identity Management System	Replace, Upgrade and Install new Security System	Faith Group	Amount in Design Fees	Johnson Control, Inc.	\$2,197,707.00	\$69,993.15	3.2%	\$2,605,672.28	89.1%	\$2,021,477.00	May-19	May-20	Close out pending.
4	Apron Expansion South	Terminal apron to be expanded and added for aircraft use.	Parrish and Partners	Amount in Design Fees	Zachary Construction	\$9,087,857.00	\$320,821.88	3.53%	\$9,542,250.00	20.1%	\$1,890,739.00	Sep-19	Dec-20	Employee lot has 1 lift of pavement, preload material now being moved to fill area.
6	Parking Lots	Additional parking lots to be constructed and paved for public use.	AVCON Inc	Amount in Design Fees	Chatham Civil Contracting	\$1,905,330.90	-\$59,304.00	-3.1%	\$2,095,863.90	57.0%	\$1,052,784.00	Nov-19	May-20	Lot C is open to TNC's and taxicabs, Lot A is scheduled for final paving and striping beginning of July.
7	Terminal Building Phase 1 - Utility Modernization	Update current utilities in front of the terminal.	Gresham Smith	Amount in Design Fees	Patton Construction Group	\$1,868,160.00	\$12,848.00	0.68%	\$2,054,976.00	65.9%	\$1,238,962.00	Nov-19	May-20	Water and Sewer connections continue down Terminal Dr.

Key strategic priorities

Governance vs. Management : Focus on setting governing direction (“guard rails”) for the organizational and holding management accountable for the execution of operational tactics. Pursue continuous educational opportunities for Authority Member development.

1. **Organizational Relevance**: Remaining relevant in an era of airport consolidation
2. **Financial Stewardship**: Sustainability/Operating Performance/Audit & Compliance
3. **Municipal Relations**: Positive relationships with all municipalities surrounding the airport
4. **Stakeholder Relations**: Positive relationships with neighbors and other community organizations
5. **Community Image**: Public Perception/Public Relations/Customer Service/Legal Entity
6. **Facilities Stewardship**: Future Master Facilities Plan
7. **Environmental Stewardship**: Accountability/Awareness of Environmental Issues
8. **Economic Development**: Engage Community Partners/Airline Service Development
9. **Vendor-Partner Relations**: General Aviation/Rental Car Agencies/Vendors
10. **Public Safety**: Airport Emergency Safety/TSA Relations/Municipal Partners
11. **Organizational Accountability**: Executive Director Supervision