



AGENDA

Greater Asheville Regional Airport Authority Regular Meeting
Friday, February 5, 2021, 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, February 5, 2021 via Webex: 1-408-418-9388; Meeting Number (access code): 132 205 0808

- I. CALL TO ORDER
- II. SERVICE AWARD PRESENTATIONS:
 - A. Michael Reisman – 10 Years
- III. PRESENTATIONS:
 - A. LandDesign ([document](#))
- IV. FINANCIAL REPORT ([document](#))
- V. CONSENT ITEMS:
 - A. Approve the Greater Asheville Regional Airport Authority December 11, 2020 Regular Meeting Minutes ([document](#))
- VI. OLD BUSINESS: None
- VII. NEW BUSINESS:
 - A. Approval to Unseal Closed Session Minutes ([document](#))



- B. Extension of the Employee Paid Sick Leave Provision of the Families First Coronavirus Response Act (FFCRA) ([document](#))

VIII. DIRECTOR'S REPORT:

- A. Revised Five-Year Capital Improvement Plan
- B. North Carolina Aviation Economic Impact
- C. Update on new ATCT

IX. INFORMATION SECTION:

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

- A. December 2020 Traffic Report ([document](#))
- B. December 2020 Monthly Financial Report ([document](#))
- C. February 2021 Development/Project Status Report ([document](#))
- D. Potential Board Items for the Next Regular Meeting:
 - FY2021/2022 Budget Presentation

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, February 4, 2021
2. Comments received, as specified above, shall be read during this Agenda period.

XI. CALL FOR NEXT MEETING: March 12, 2021



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

non-aeronautical land plan | vision book | 2.5.2021



The diagrams and drawings contained herein represent potential future development opportunities and are subject to change. Further study is required to determine all potential development constraints, tenant needs, infrastructure requirements and life safety concerns.

PREPARED FOR:
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY



PREPARED BY:

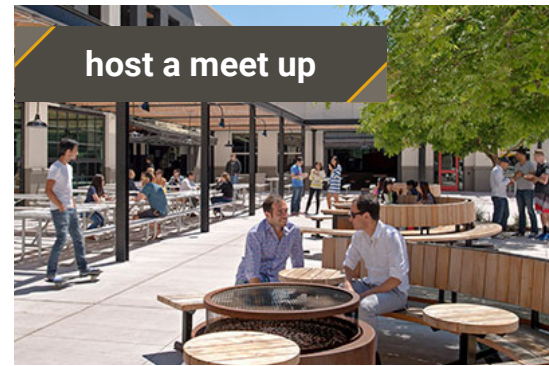




exercise and unwind



find focus outside



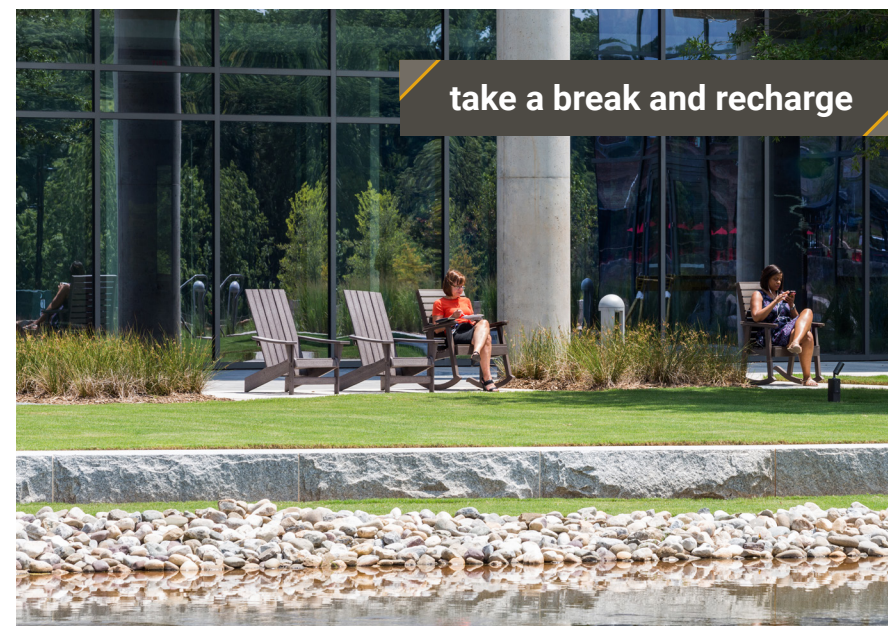
host a meet up



industrial details



innovate with like minds

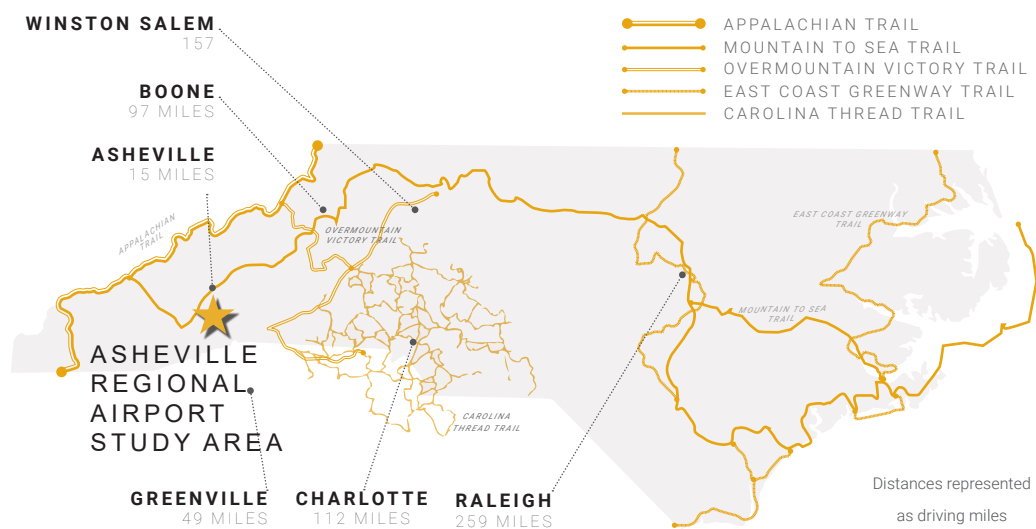


take a break and recharge

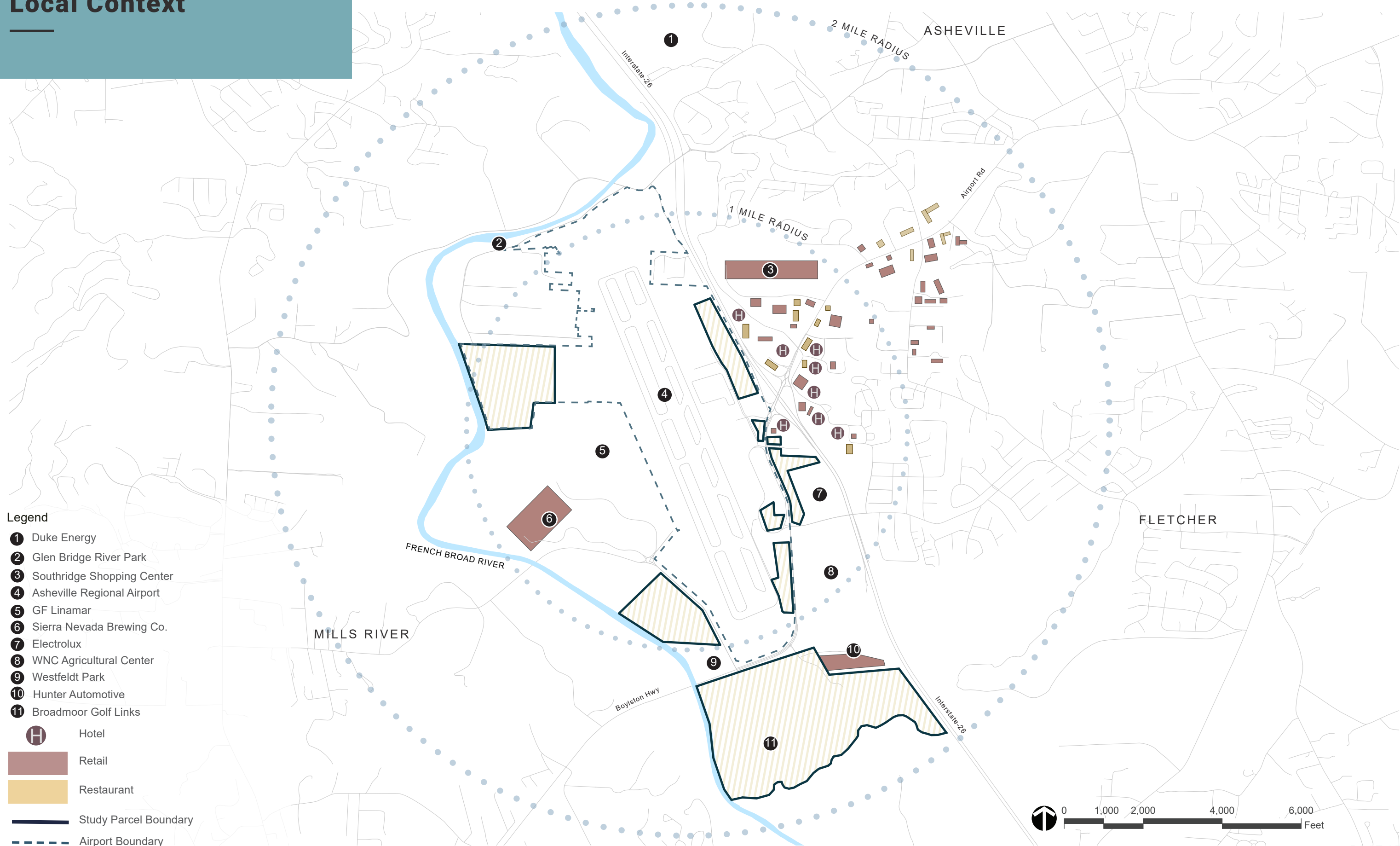


collaborate with peers

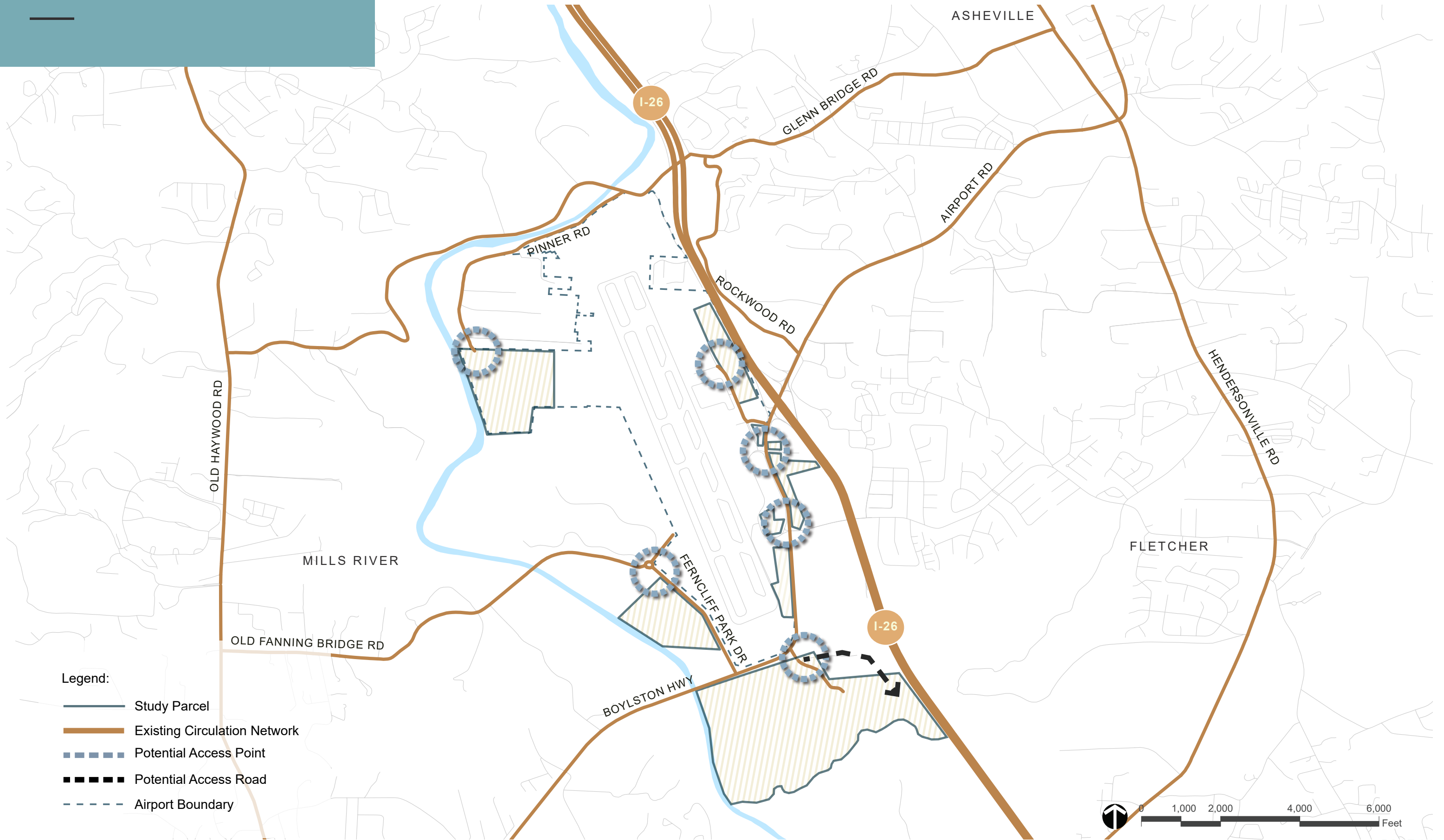
Regional Context



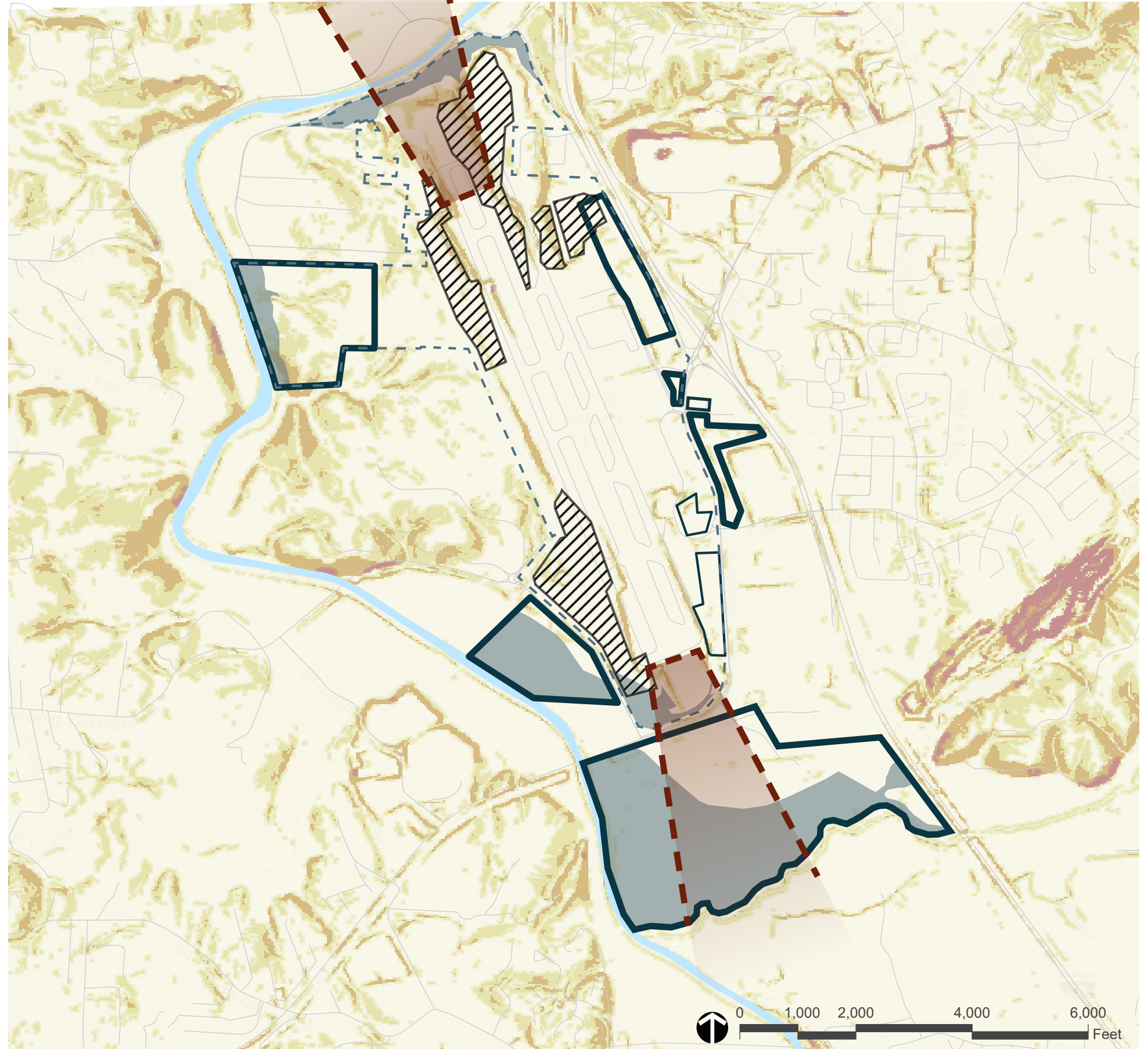
Local Context











Circulation



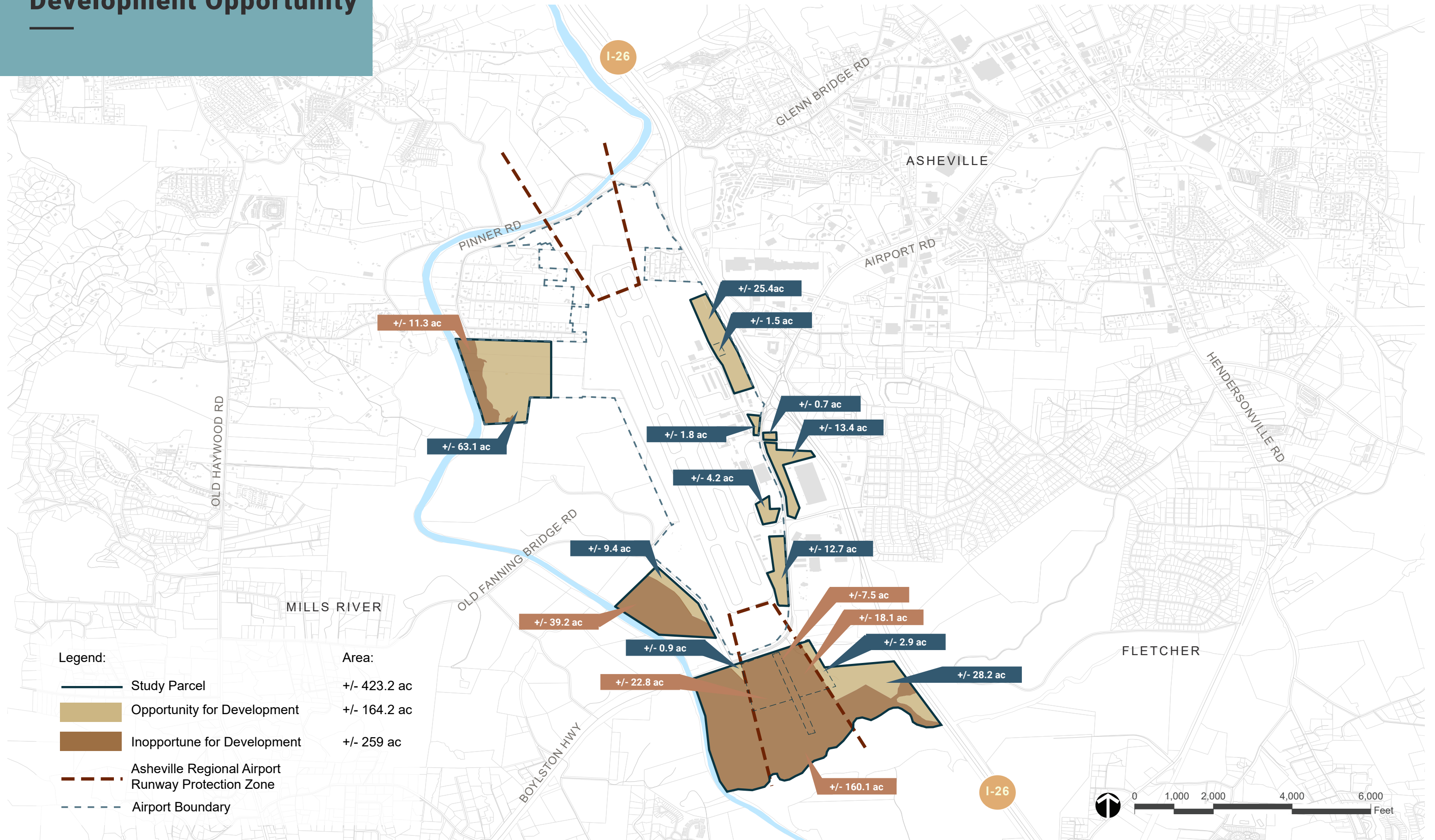
Site Considerations



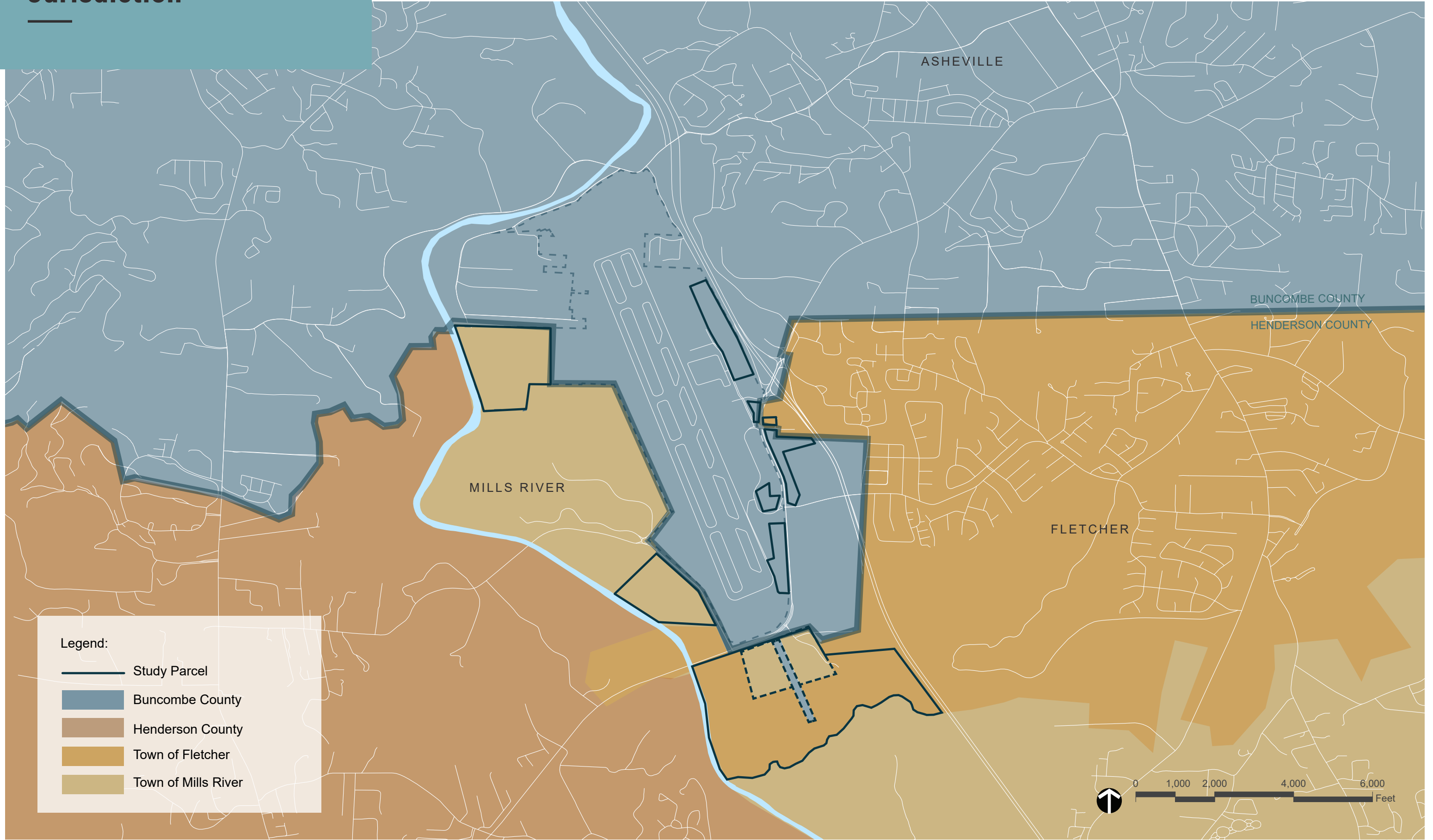
- Legend**
-  Coal Ash
 -  Hazardous Flood Zone
 - Slope**
 -  0-16%
 -  16-25%
 -  25-60%
 -  > 60%
 -  Asheville Regional Airport Runway Protection Zone (Non Developable Area)
 -  Airport Boundary



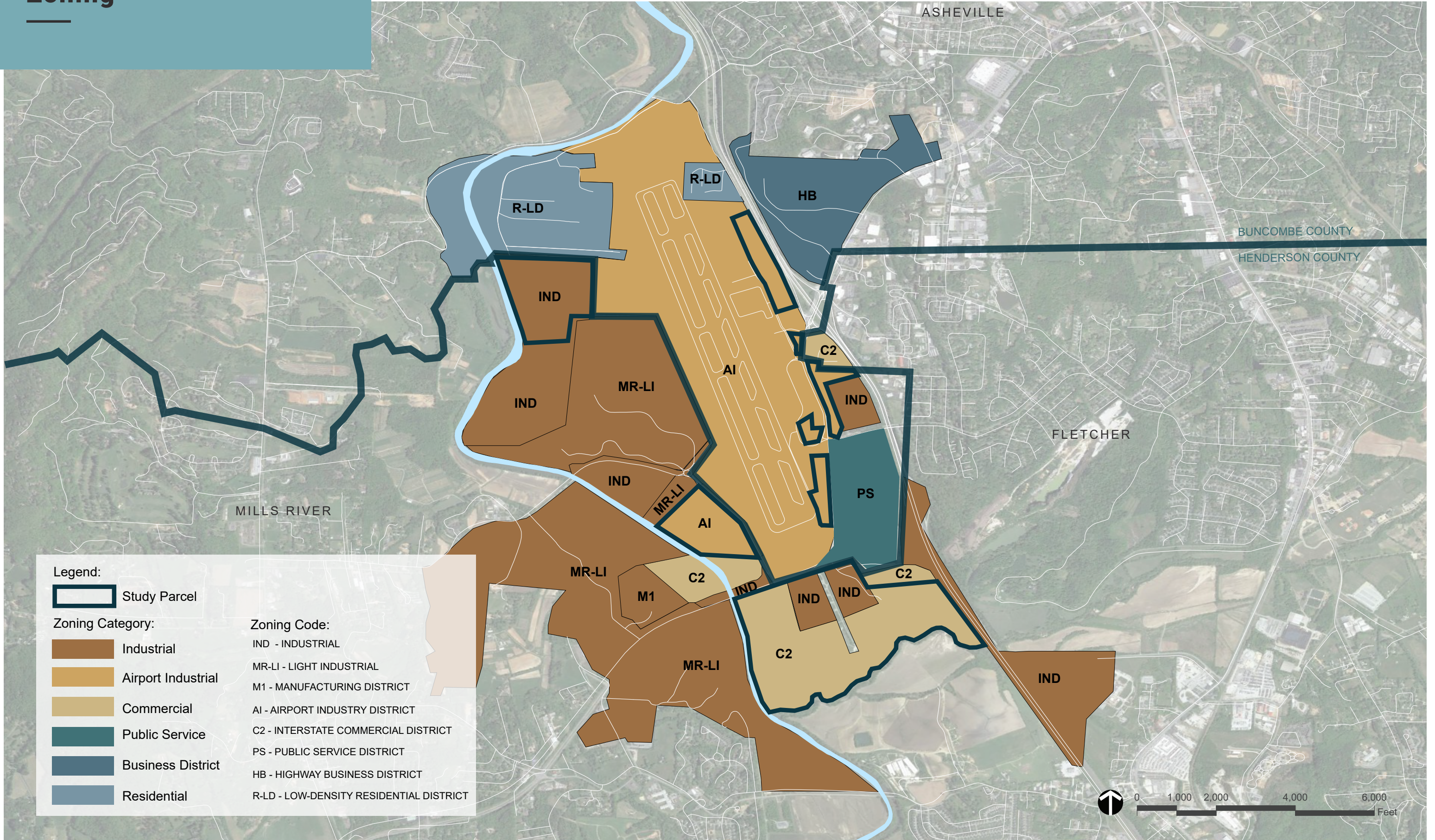
Development Opportunity



Jurisdiction



Zoning



Legend:

Study Parcel

Zoning Category:

- Industrial
- Airport Industrial
- Commercial
- Public Service
- Business District
- Residential

Zoning Code:

- IND - INDUSTRIAL
- MR-LI - LIGHT INDUSTRIAL
- M1 - MANUFACTURING DISTRICT
- AI - AIRPORT INDUSTRY DISTRICT
- C2 - INTERSTATE COMMERCIAL DISTRICT
- PS - PUBLIC SERVICE DISTRICT
- HB - HIGHWAY BUSINESS DISTRICT
- R-LD - LOW-DENSITY RESIDENTIAL DISTRICT

Stakeholder Input

As part of the due diligence process, several meetings have been held with stakeholder entities to better understand the local context, needs, and future plans. Several themes have emerged.

growth

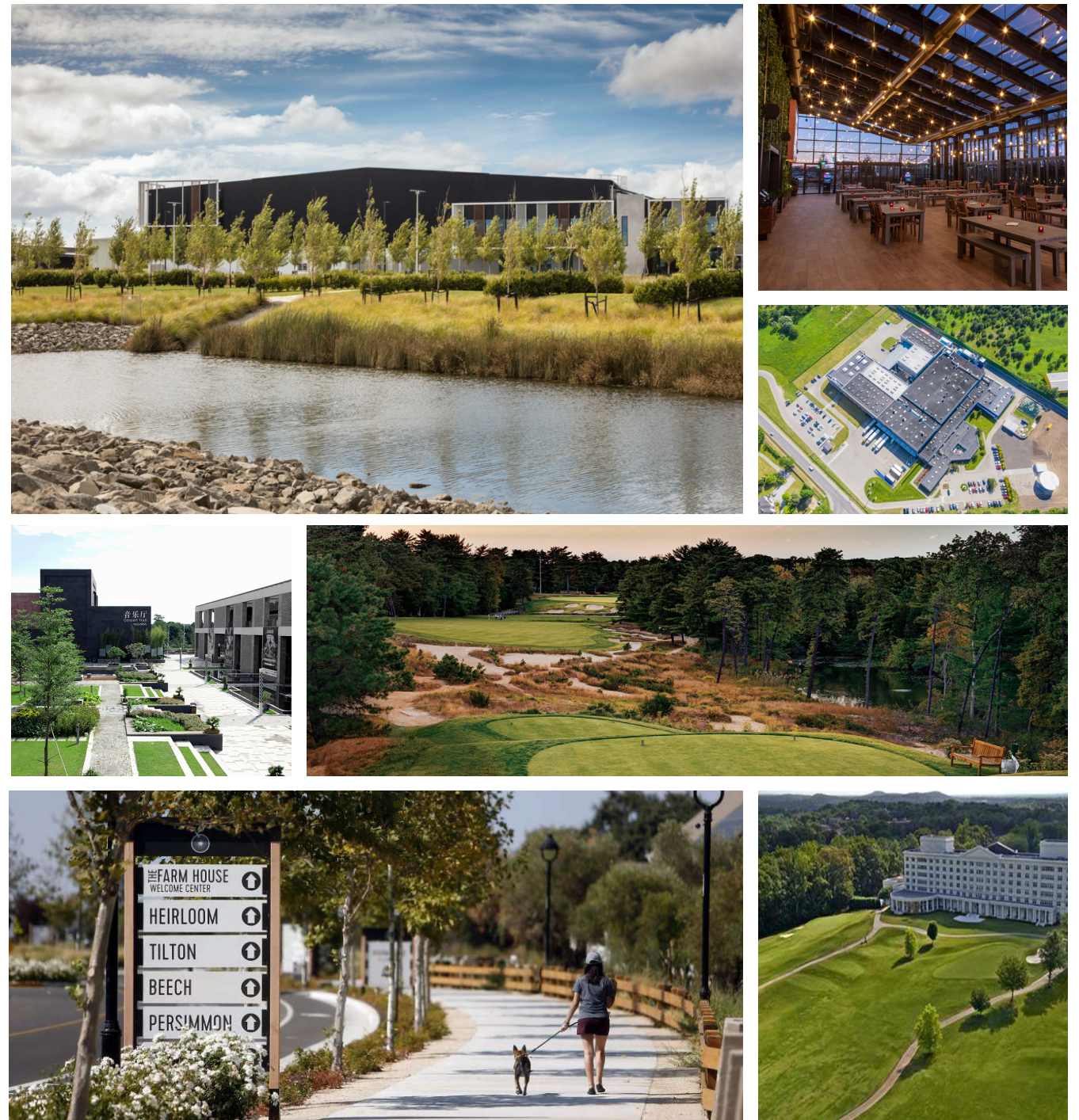
- Preserve and maintain land for industrial, distribution, and manufacturing that aid in economic development
- Increase opportunities for multi-modal transportation advancements at and near the airport

connection

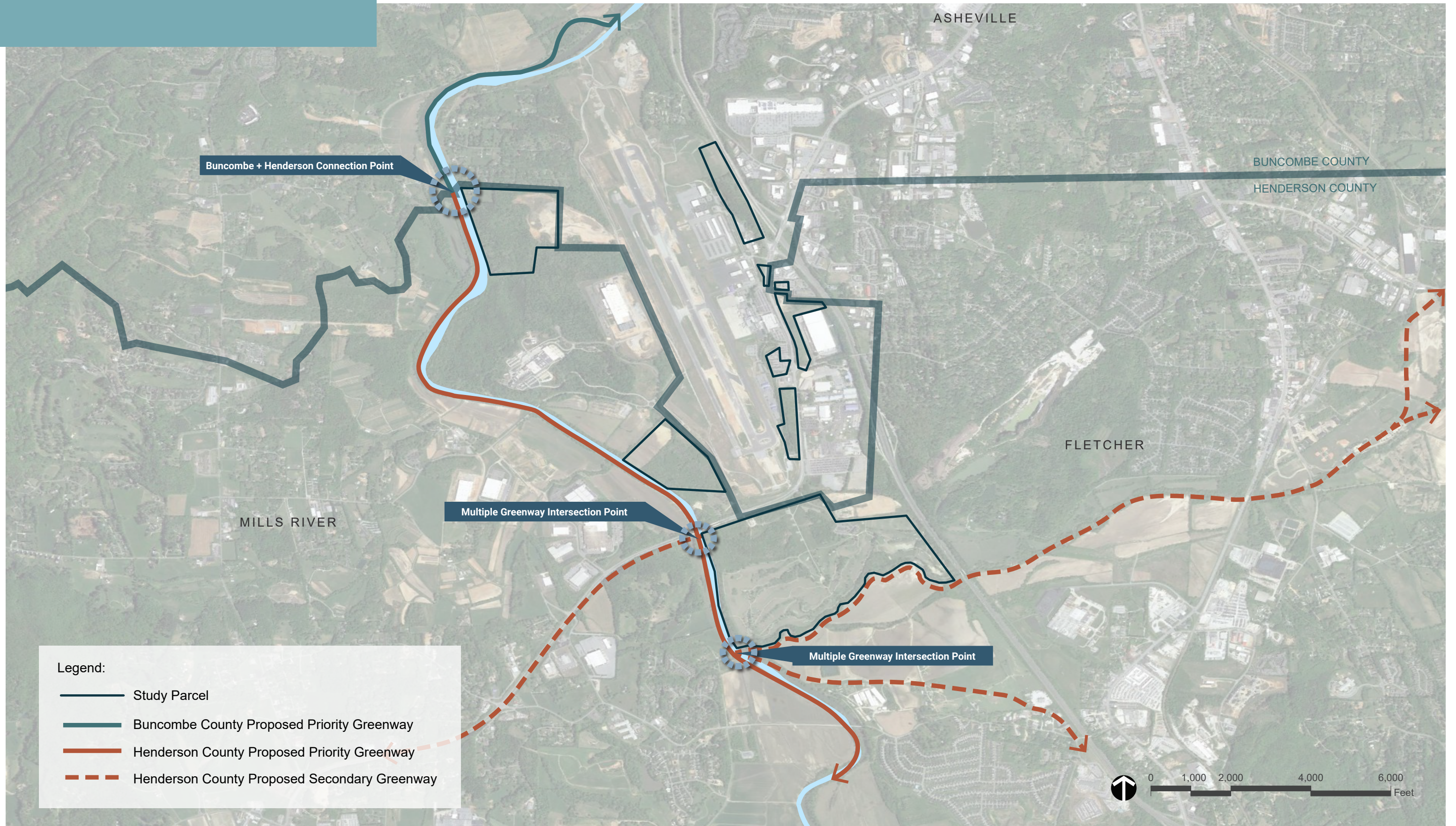
- Create or assist in infrastructure for shuttle service that runs between airport and downtown Asheville
- Connect the two neighboring counties via Henderson county's proposed greenway trail system

amenity

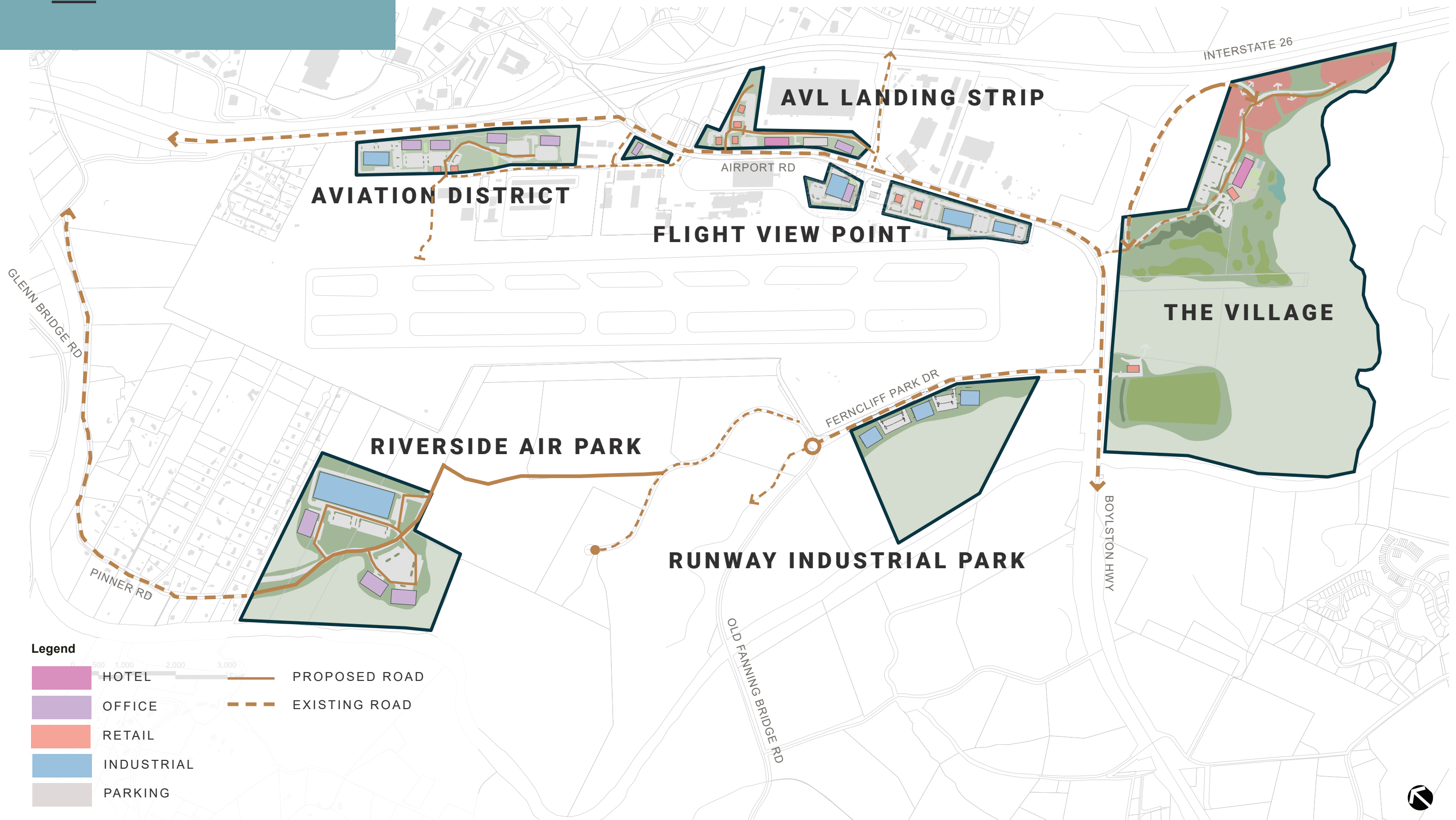
- Retain and/or enhance broadmoor golf links course
- Enhance nearby hotel amenities by incorporating a new resort-style hotel with state of the art event center and meeting space
- Connect to and expand westfeldt park and the adjacent parcel across the river



Greenway Connection Opportunities



Overall Diagram

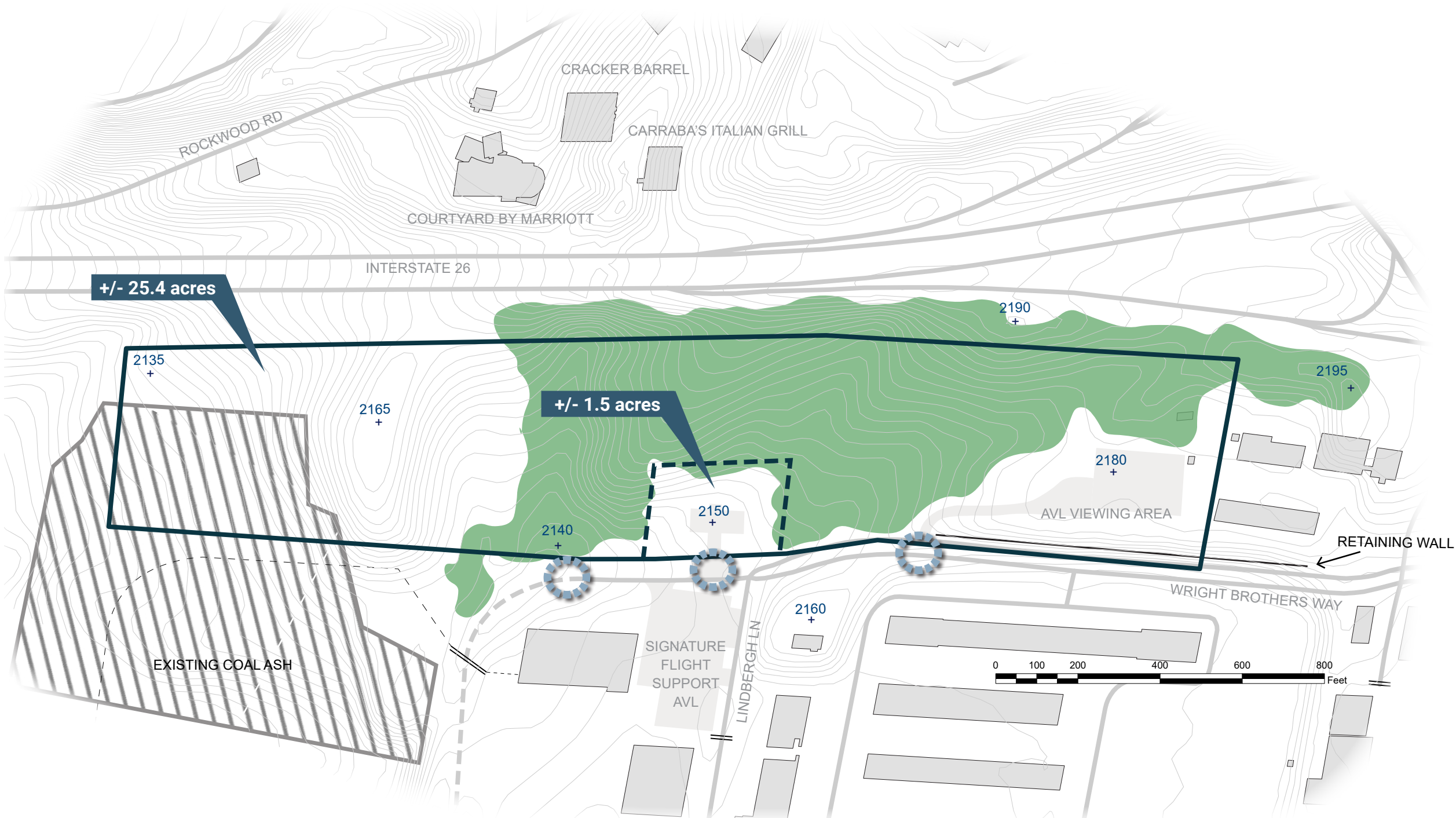


Legend

- HOTEL
- OFFICE
- RETAIL
- INDUSTRIAL
- PARKING
- PROPOSED ROAD
- EXISTING ROAD

Aviation District

The Aviation District offers some of the broadest land available for development immediately adjacent to the airport. The site has excellent access available from Wright Brothers Way and potential highway visibility from Interstate 26. Existing topography will require significant earthwork for most future uses and will need to be coordinated with the limits of the coal ash deposits.

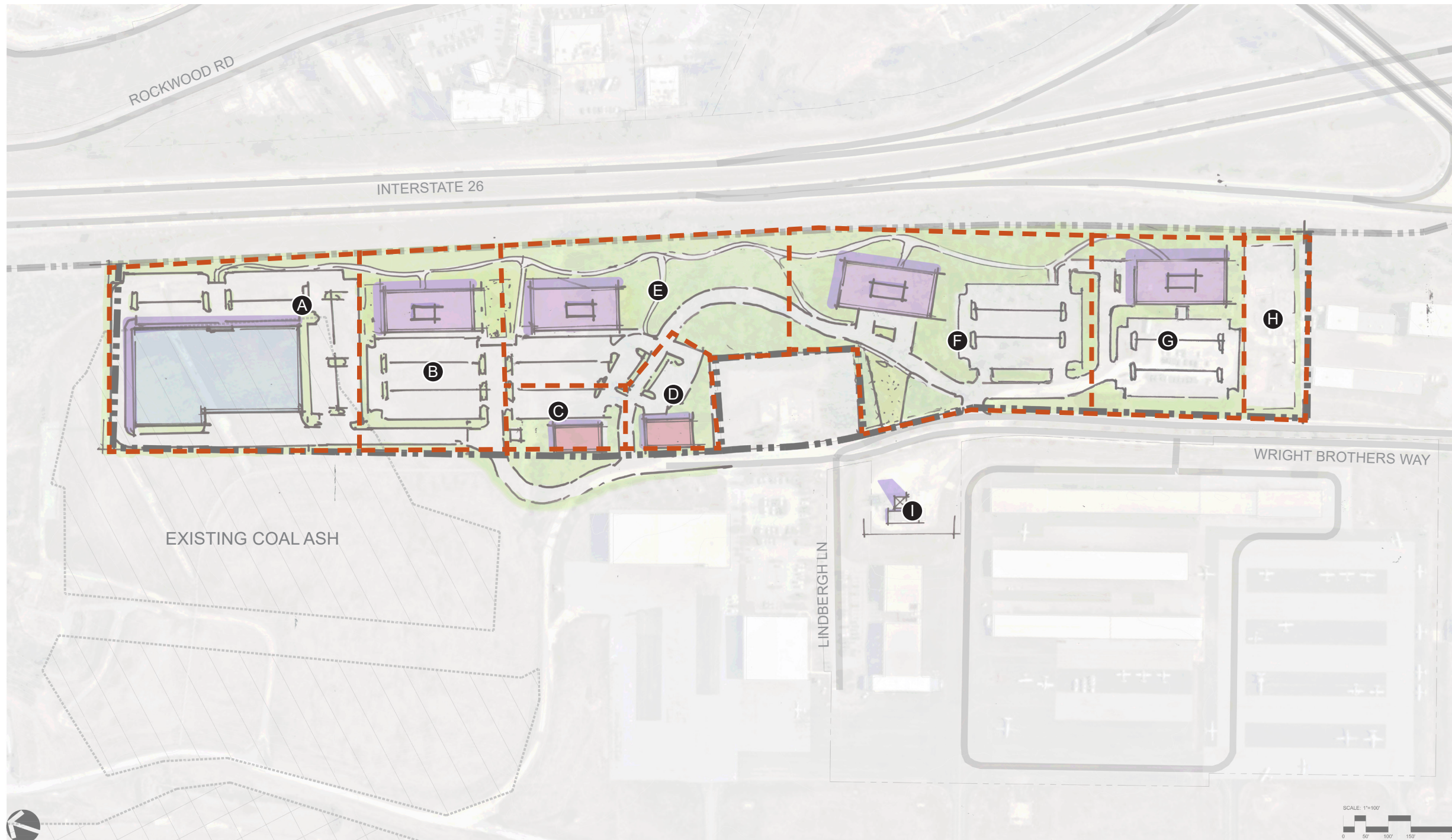


Legend		Total Acreage
	Study Parcel	+/- 26.9
	Internal Parcel	+/- 1.5
	Vegetative Cover	
	Potential Access Point	
	Approximate Point of Elevation	



Aviation District

Local and world-renowned industry is booming in the District! Here, you will find development and collaborative opportunities across multiple industrial, business, and commercial sectors. Green space, courtyards, and a trail network provide amenity space for those that work in the West Core, as well as those passing through. Flexibility is key here, with options for specialized industrial uses, commercial space and office space all in one location. Enjoy where you work, work where you enjoy!



TOTAL DEVELOPABLE ACRES:
+/- 25.4

Legend

	Potential Parcel Boundary
Proposed Use:	
A Industrial:	Area: +/- 5.5 ac
	Building Floor Plate: +/- 75,000 sf
B Office:	Area: +/- 3 ac
	Building Floor Plate: +/- 18,000 sf
C Office:	Area: +/- 4 ac
	Building Floor Plate: +/- 18,000 sf
D Commercial:	Area: +/- 0.5 ac
	Building Floor Plate: +/- 6,000 sf
E Commercial:	Area: +/- 0.5 ac
	Building Floor Plate: +/- 6,000 sf
F Office:	Area: +/- 6 ac
	Building Floor Plate: +/- 25,000 sf
G Office:	Area: +/- 3 ac
	Building Floor Plate: +/- 25,000 sf
H Maintenance Expansion:	Area: +/- 1 ac
I Existing FAA Radar Site:	



Aviation District Alternate

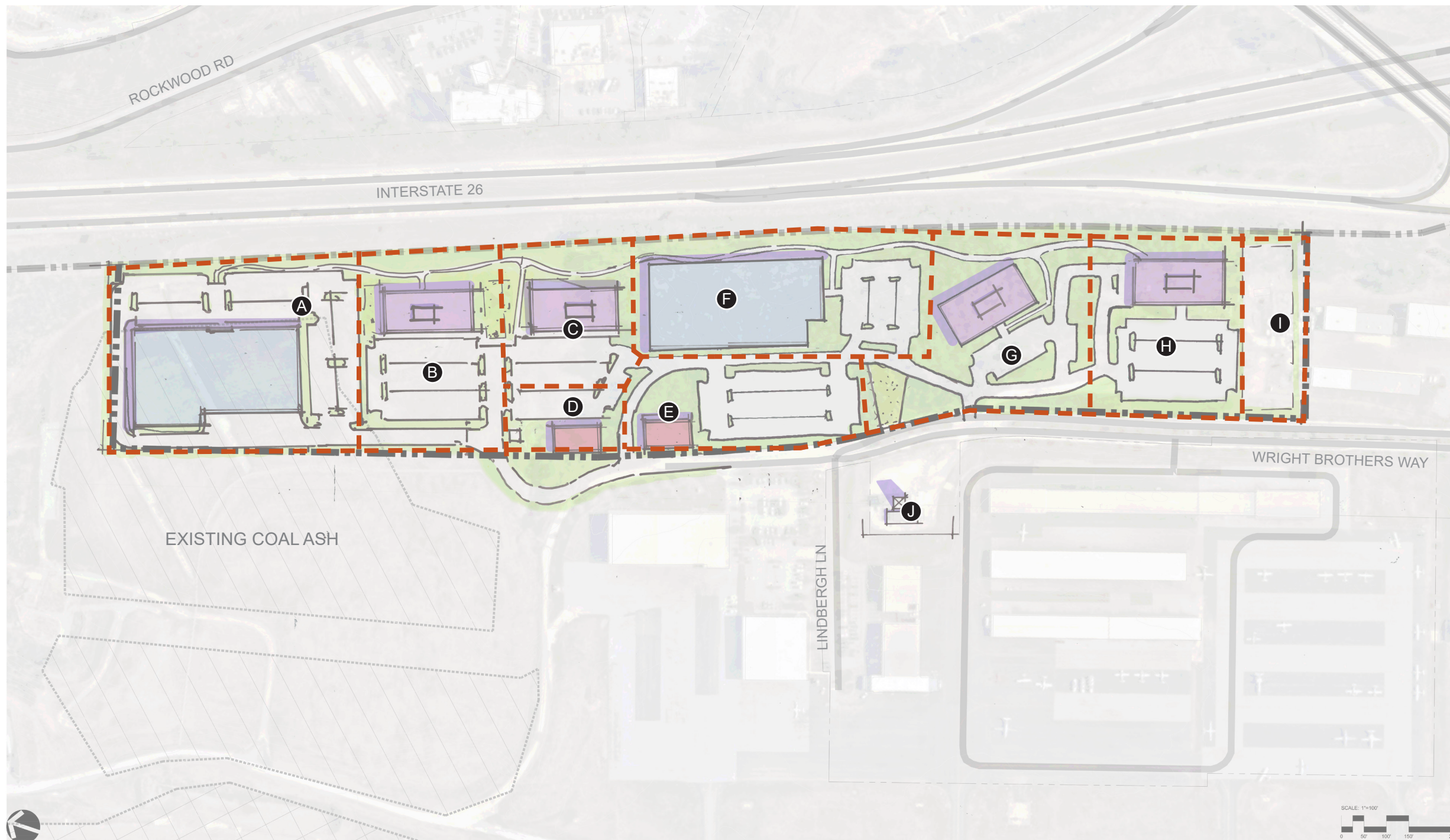


TOTAL DEVELOPABLE ACRES:
+/-26.9

Legend

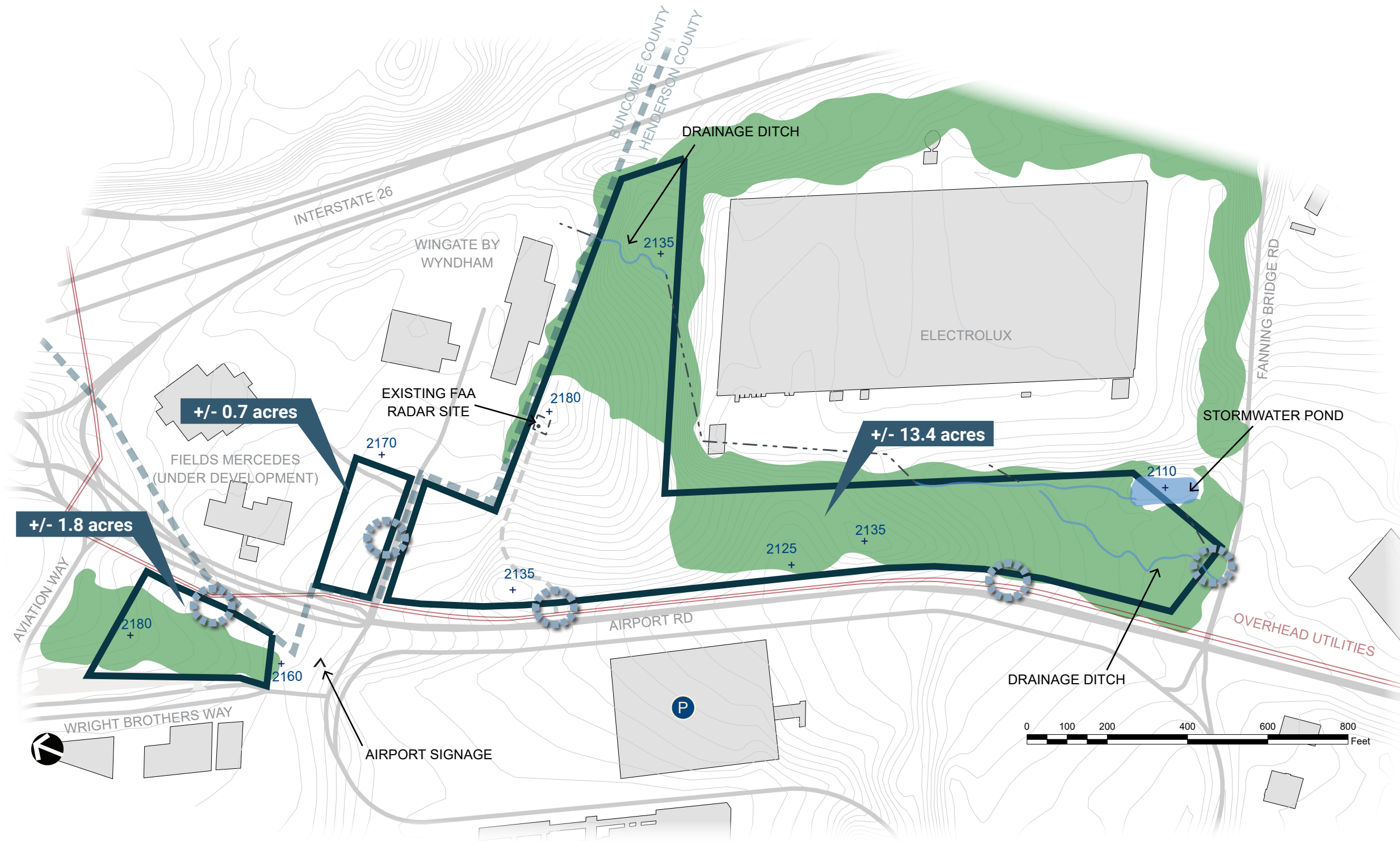
Potential Parcel Boundary

Proposed Use:	Area:
A Industrial:	+/- 5.5 ac
Building Floor Plate:	+/- 75,000 sf
B Office:	+/- 3 ac
Building Floor Plate:	+/- 18,000 sf
C Office:	+/- 2 ac
Building Floor Plate:	+/- 18,000 sf
D Commercial:	+/- 0.5 ac
Building Floor Plate:	+/- 6,000 sf
E Commercial:	+/- 2 ac
Building Floor Plate:	+/- 6,000 sf
F Industrial:	+/- 4 ac
Building Floor Plate:	+/- 70,000 sf
G Office:	+/- 4 ac
Building Floor Plate:	+/- 25,000 sf
H Office:	+/- 3 ac
Building Floor Plate:	+/- 25,000 sf
I Maintenance Expansion:	+/- 1 ac
J Existing FAA Radar Site	






AVL Landing Strip

The Landing Strip offers prime frontage along the east side of Airport Road with easy access to the airport and adjacent Interstate 26. Given the narrow nature of the site and its strong topography, much of the land is better suited to smaller users which can adapt to the changing elevations. An existing FAA radar site will need to be accommodated and drainage improvements will be required on both the eastern and southern corners.



Legend

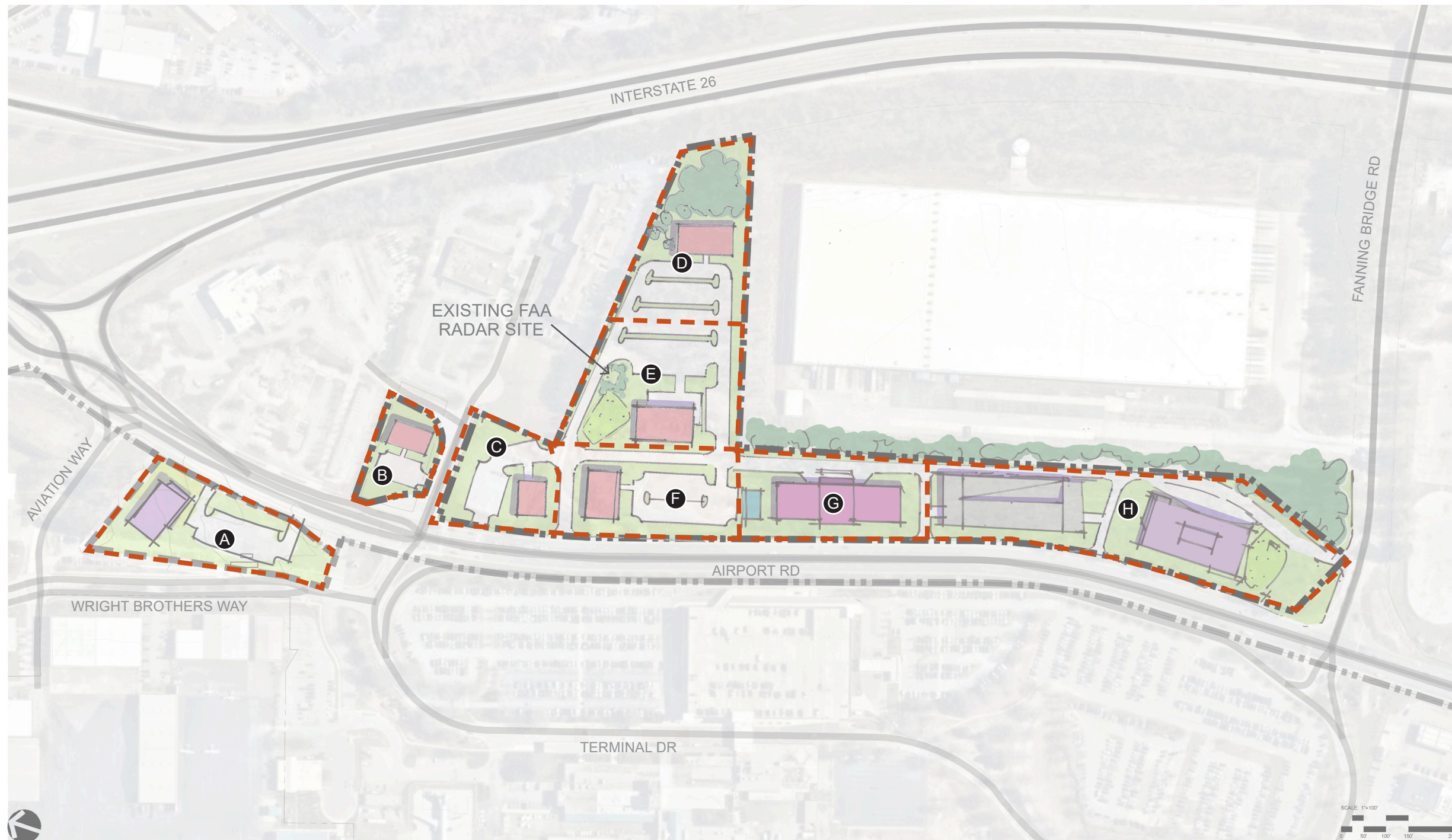
Total Acreage

-  Study Parcel +/- 15.9 ac
-  Vegetative Cover
-  Potential Access Point
-  Existing Parking Garage
-  Approximate Point of Elevation



AVL Landing Strip

Whatever you need when you land, we have it! Anchored by a signature hotel, the Landing strip offers a multitude of opportunities for local professional services, small-scale retail, even co-working spaces all with easy access to the interstate and airport. Whether you're visiting for the day or coming home, we have what you need.



TOTAL DEVELOPABLE ACRES:
+/-15.9

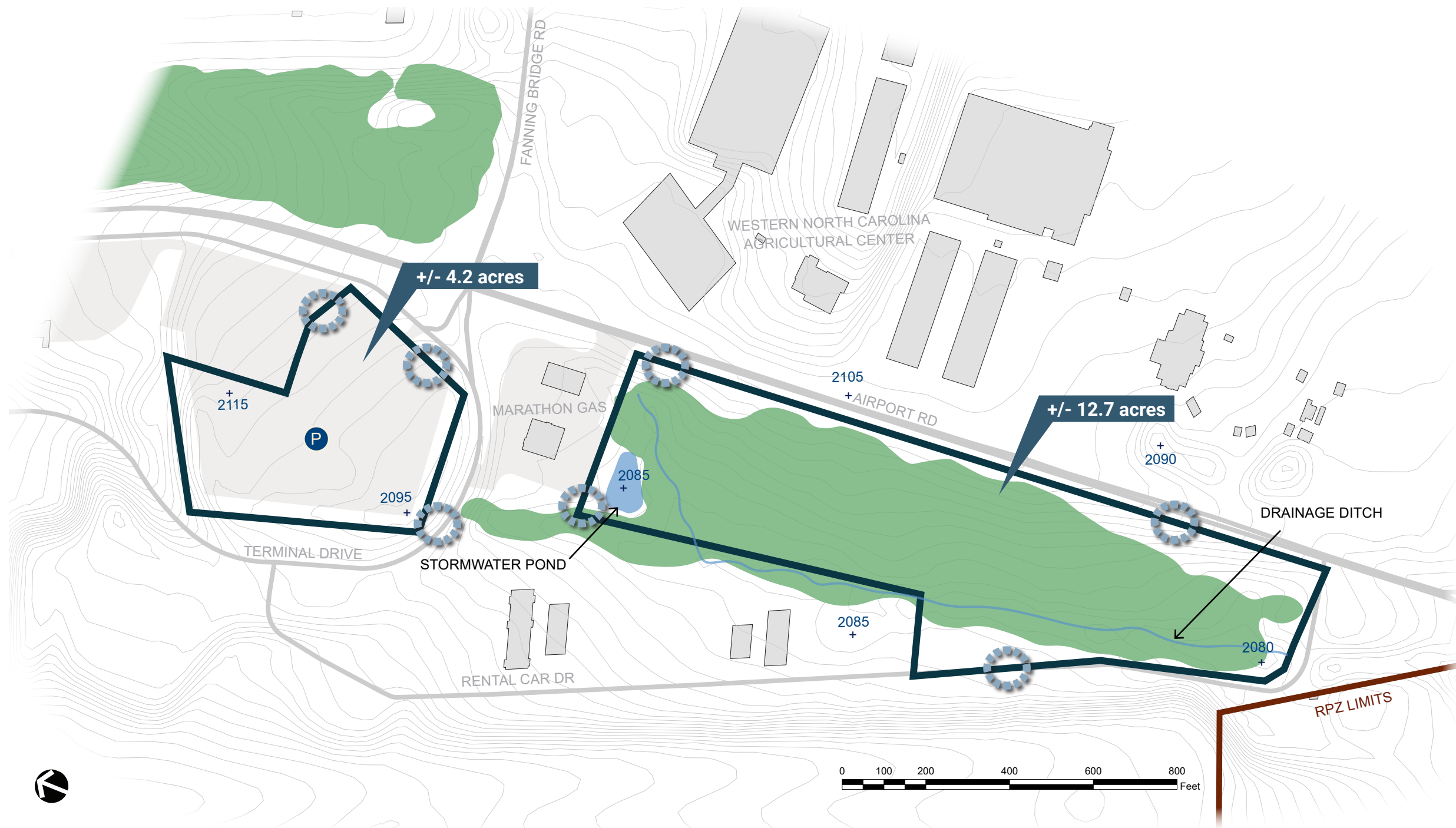
Legend

	Potential Parcel Boundary
Proposed Use:	Area:
A Office:	+/- 1.5 ac
Building Floor Plate:	+/- 10,000 sf
B Commercial:	+/- 0.5 ac
Building Floor Plate:	+/- 4,500 sf
C Commercial:	+/- 1 ac
Building Floor Plate:	+/- 4,500 sf
D Commercial:	+/- 2.5 ac
Building Floor Plate:	+/- 8,000 sf
E Commercial:	+/- 2 ac
Building Floor Plate:	+/- 9,500 sf
F Commercial:	+/- 1.5 ac
Building Floor Plate:	+/- 7,500 sf
G 125+ Key Hotel:	+/- 1.5 ac
H Office:	+/- 4 ac
Building Floor Plate:	+/- 25,000 sf



Flight View Point

Flight View Point is characterized by gently sloping topography and excellent access to the airport and adjacent Agricultural center. The northern parcel is currently a parking lot, offering ready access and availability for construction. The southern parcel is currently wooded and future development will need to coordinate drainage with the adjacent properties. This land offers excellent opportunities for specialized manufacturing and other large-scale users.

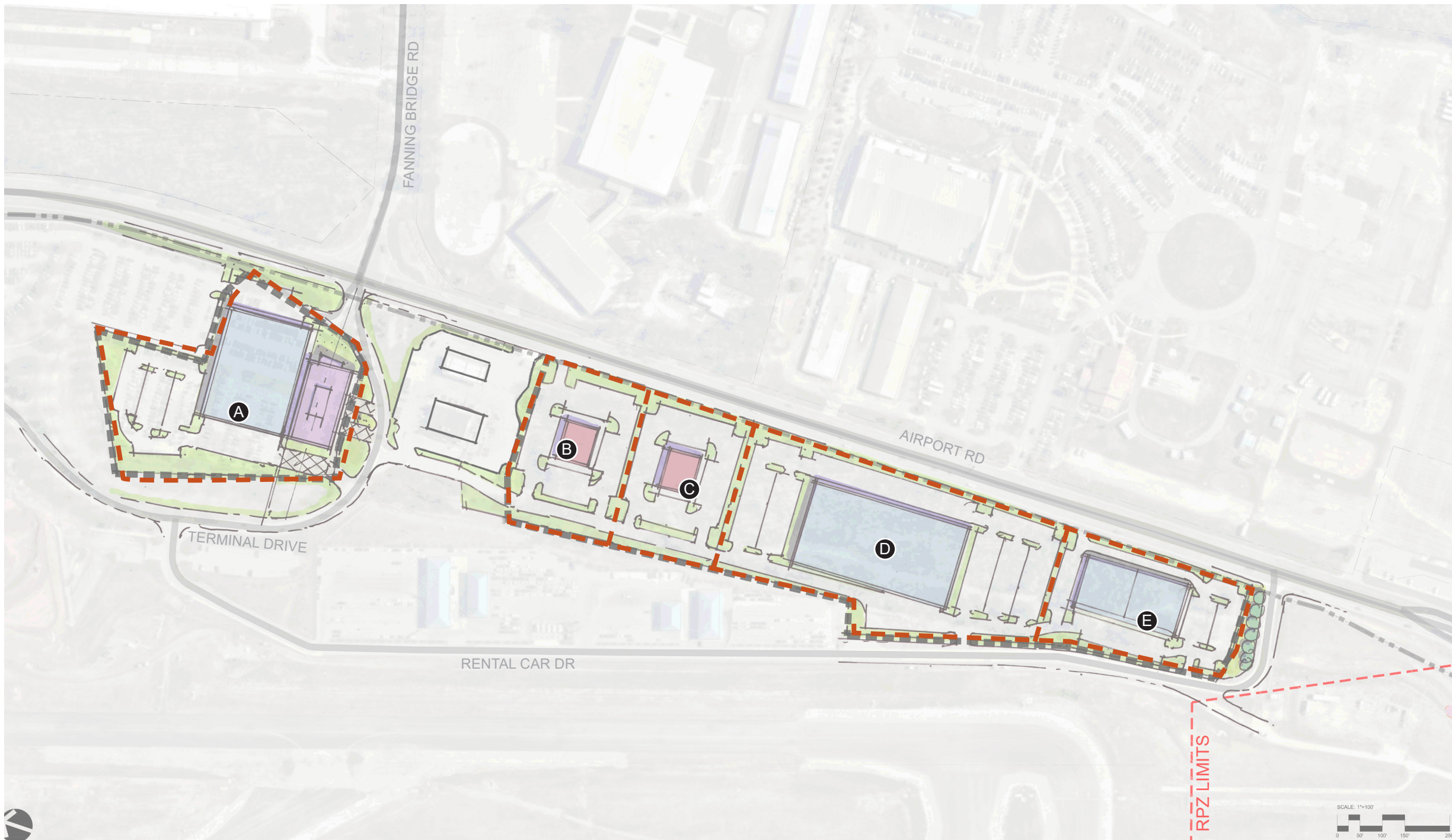


Legend		Total Acreage
	Study Parcel	+/- 16.9 ac
	Vegetative Cover	
	Potential Access Point	
	Existing Parking Lot	
	Approximate Point of Elevation	



Flight View Point

All work and no play is not the problem at Flight View Point! the industrial, office and commercial uses provide a complementary mix that has this area humming with activity day and night. The restaurants are well patronized by the nearby workers during the week, but wait times can get long on event days at the Agricultural center across the street.



TOTAL DEVELOPABLE ACRES:
+/-16.9

Legend

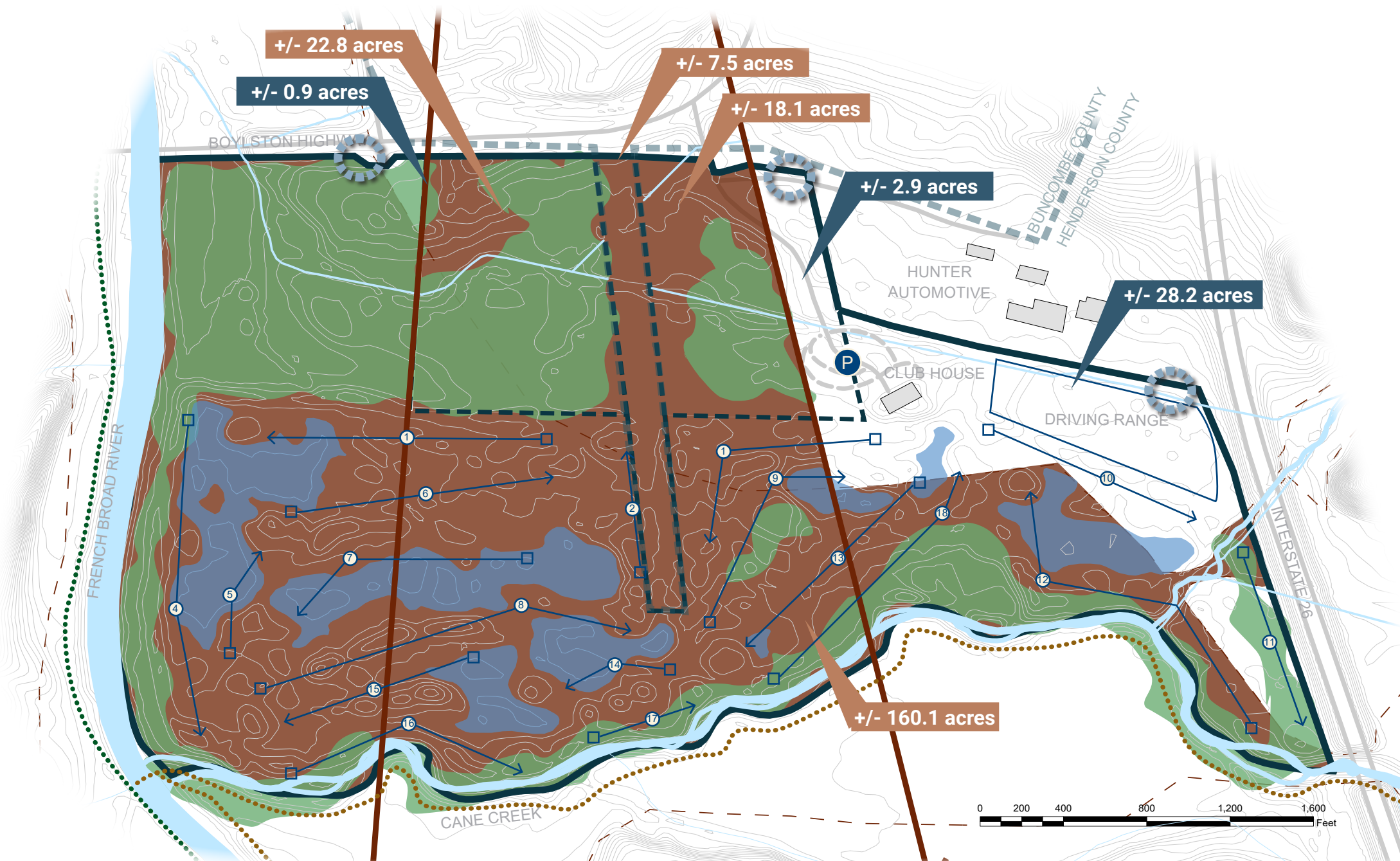
Potential Parcel Boundary

Proposed Use:	Area:
A Industrial/Office:	+/- 4 ac
Industrial Floor Plate:	+/- 45,500 sf
Office Floor Plate:	+/- 18,000 sf
B Commercial:	+/- 1.5 ac
Building Floor Plate:	+/- 6,500 sf
C Commercial:	+/- 1.5 ac
Building Floor Plate:	+/- 6,500 sf
D Industrial:	+/- 5.5 ac
Building Floor Plate:	+/- 65,000 sf
E Industrial:	+/- 2 ac
Building Floor Plate:	+/- 25,500 sf



The Village

The Village offers a rare opportunity for expansive land development in a pristine setting immediately adjacent to the airport and all of its offerings. With an existing 18-hole golf course designed by the renowned Karl Litten, the lands offer prime opportunity for recreational and leisure-related development. In order to unlock the full potential, a flood study and CLOM-R process, or Conditional Letter of Map Revision, will be required along with the relocation of three golf holes and the driving range. In addition, any development will likely be subject to review by the FAA due to the proximity of the lands to the flight path of the airport.



Legend

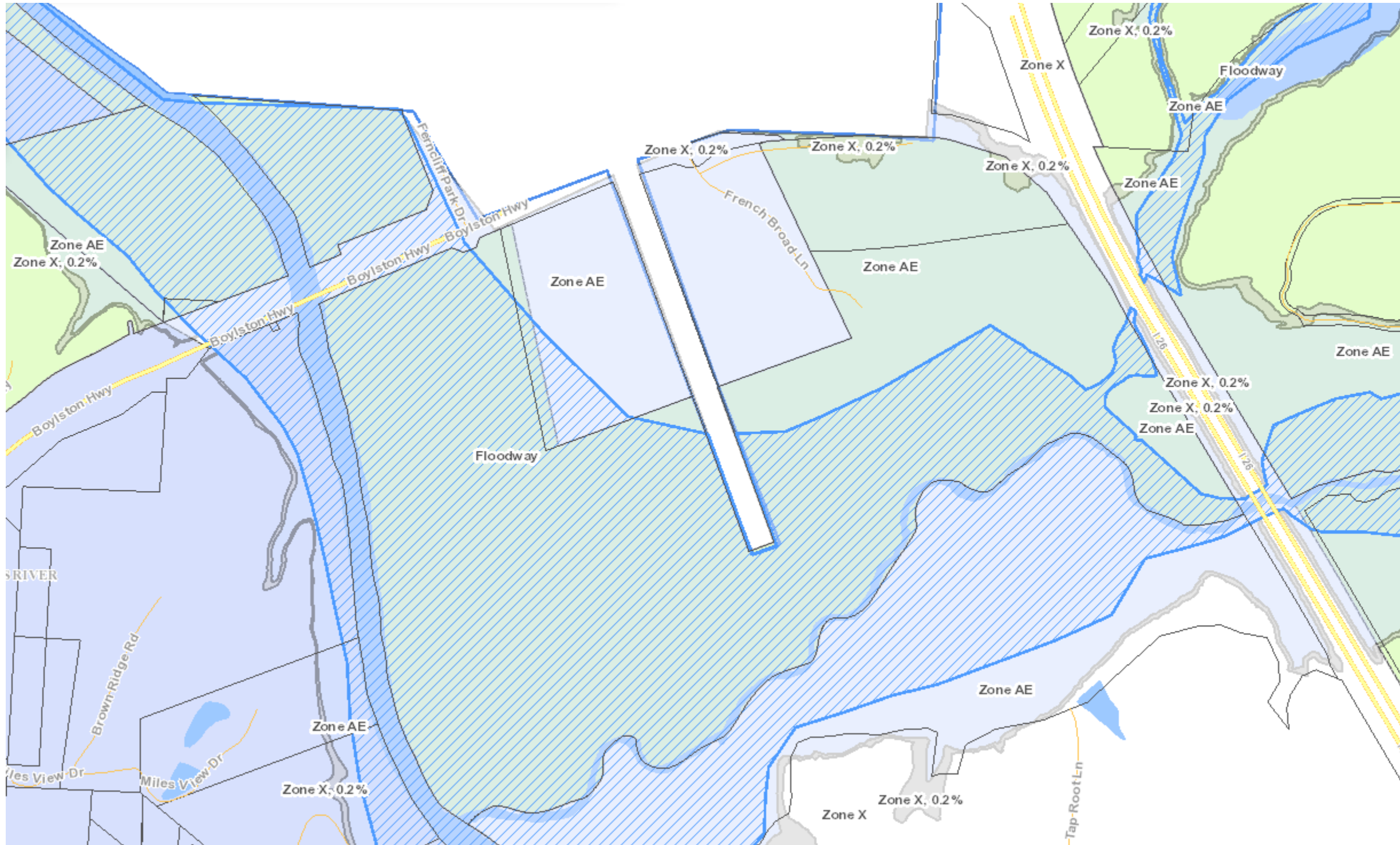
Total Acreage

- Study Parcel +/- 240.4 ac
- Internal Parcel +/- 51.3 ac
- Non Developable +/- 208.5 ac
- Vegetative Cover
- Pond
- Flood Hazard Zone
- Streams
- Existing Golf Course
- Proposed Priority Greenway
- Proposed Secondary Greenway
- Potential Access Point



The Village

The Greater Asheville Regional Airport Authority engaged AVCON Inc. to conduct a preliminary review of site drainage and floodway / floodplain along the property. Initial findings indicate that much of the floodplain, and even some of the floodway may be available for development use pending further study and permitting. The entire property lies within the floodplain resulting in all development requiring coordination with the Town of Fletcher, Henderson County and FEMA as deemed appropriate for floodplain review. The map below shows the existing floodplain and floodway conditions as depicted by Henderson County GIS records.



The Village - Phase 1

The Village offers resort style amenities and lively entertainment - a place to stay and a place to play. An 18 hole golf course, driving range, and pro shop attract golfers of all abilities - those seeking to strengthen their short game or form lasting business relationships. The brand new conference center and event lawn offers space to collaborate, congregate, and celebrate. Whatever reason brings you to the Village, you will find twice as many reasons to stay!

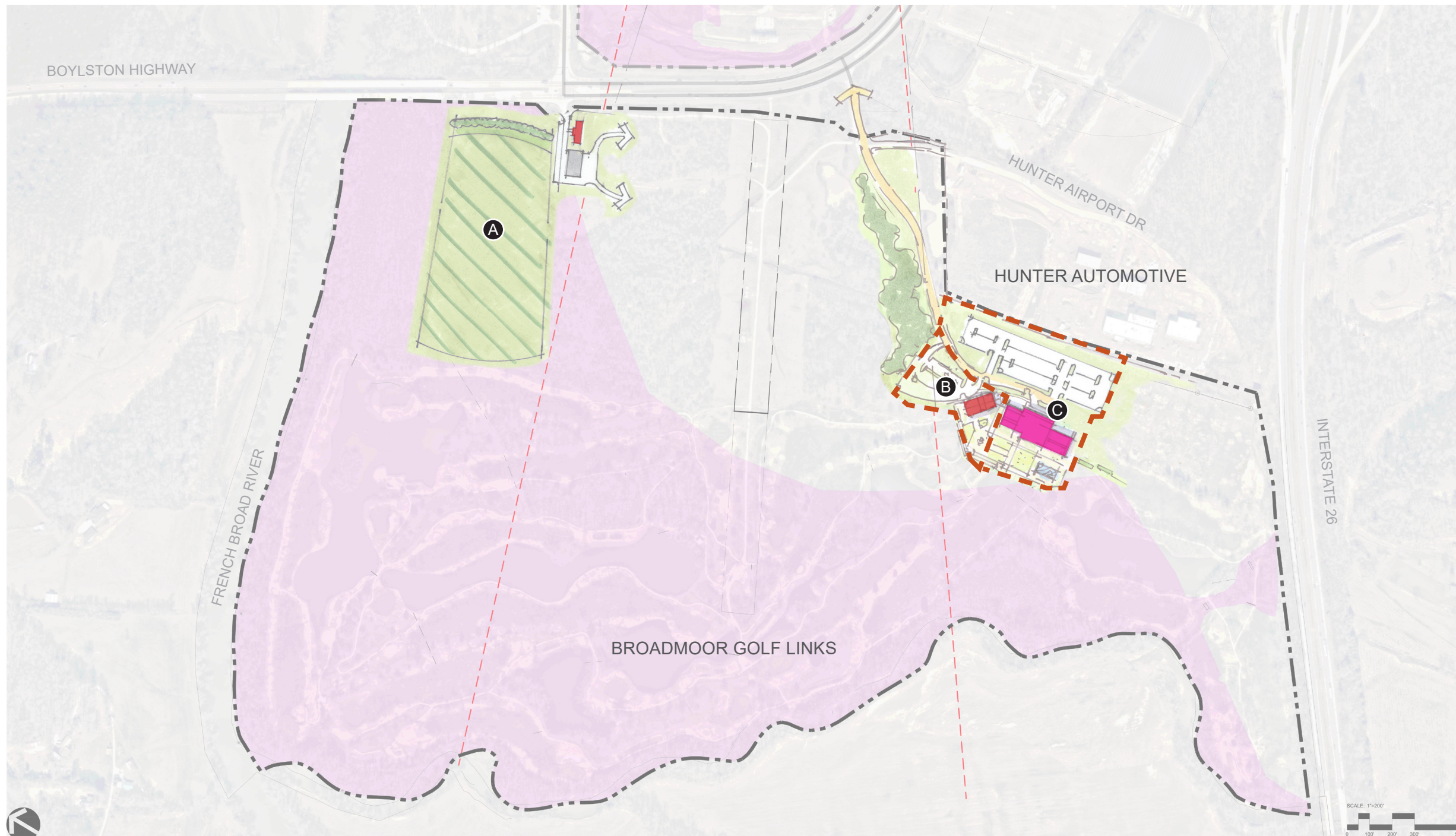


TOTAL DEVELOPABLE ACRES:
+/-31.9

Legend

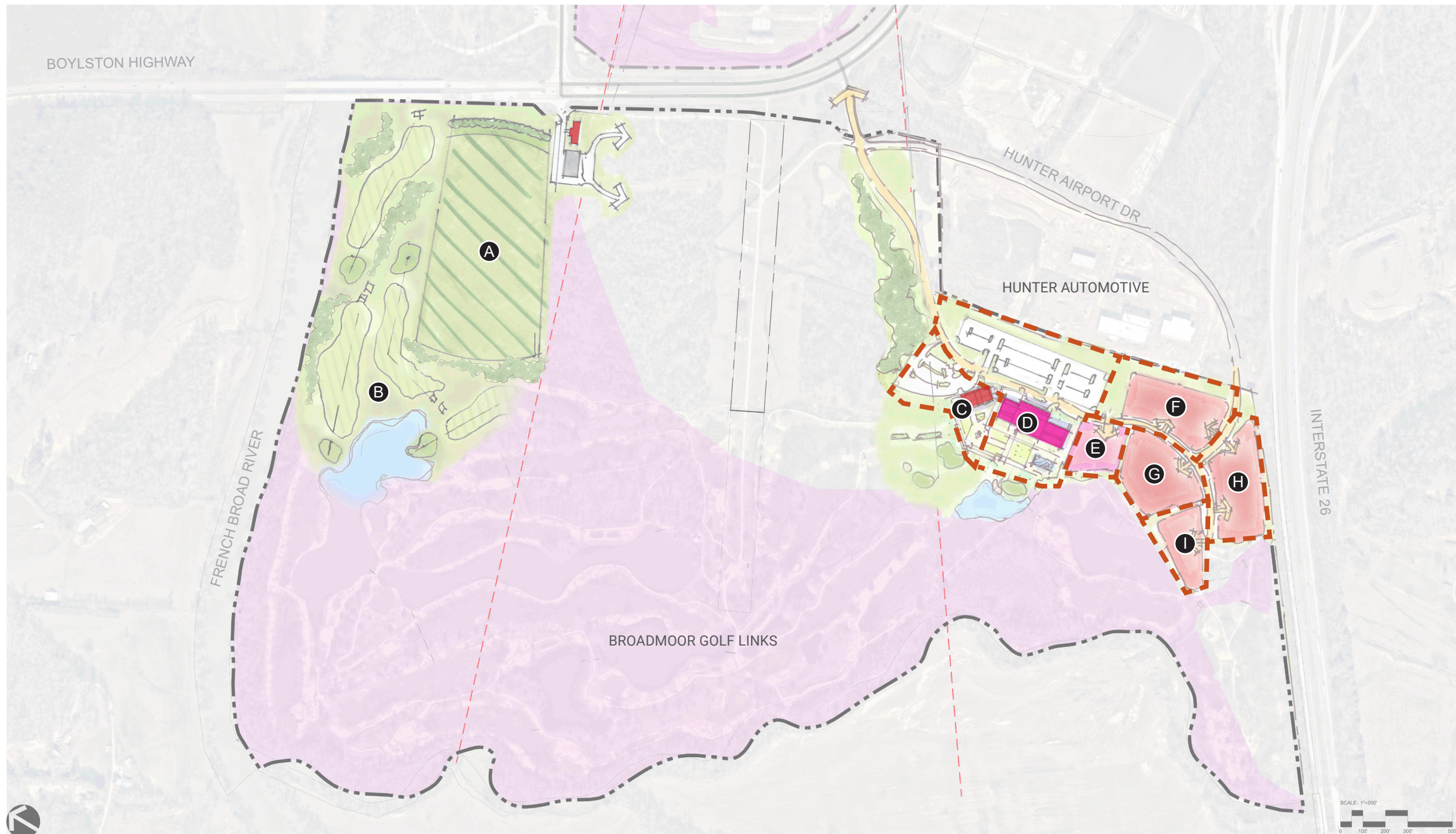
- Flood Zone
- Potential Parcel Boundary

Proposed Use:	Area:
A Driving Range:	+/- 17 ac
Building Floor Plate:	+/- 3,000 sf
B Existing Pro Shop:	+/- 3 ac
Building Floor Plate:	+/- 9,000 sf
C 125+ Key Hotel:	+/- 8 ac



The Village - Phase 2

To accommodate for resort expansion, Phase 2 of the Village relocates part of the existing course to the west along the French Broad River. This allows for commercial opportunities just east of the hotel and event lawn, as well.



TOTAL DEVELOPABLE ACRES:
+/-31.9

Legend

- Flood Zone
 - Potential Parcel Boundary
- | Proposed Use: | Area: |
|-----------------------------|--------------|
| A Driving Range: | +/- 17 ac |
| Building Floor Plate: | +/- 3,000 sf |
| B Relocated Holes | |
| C Existing Pro Shop: | +/- 3 ac |
| Building Floor Plate: | +/- 9,000 sf |
| D 125+ Key Hotel: | +/- 8 ac |
| E Resort Expansion: | +/- 1 |
| F Commercial Pod: | +/- 2.5 |
| G Commercial Pod: | +/- 2 |
| H Commercial Pod: | +/- 2 |
| I Commercial Pod: | +/- 1 |



The Village - Phase 3

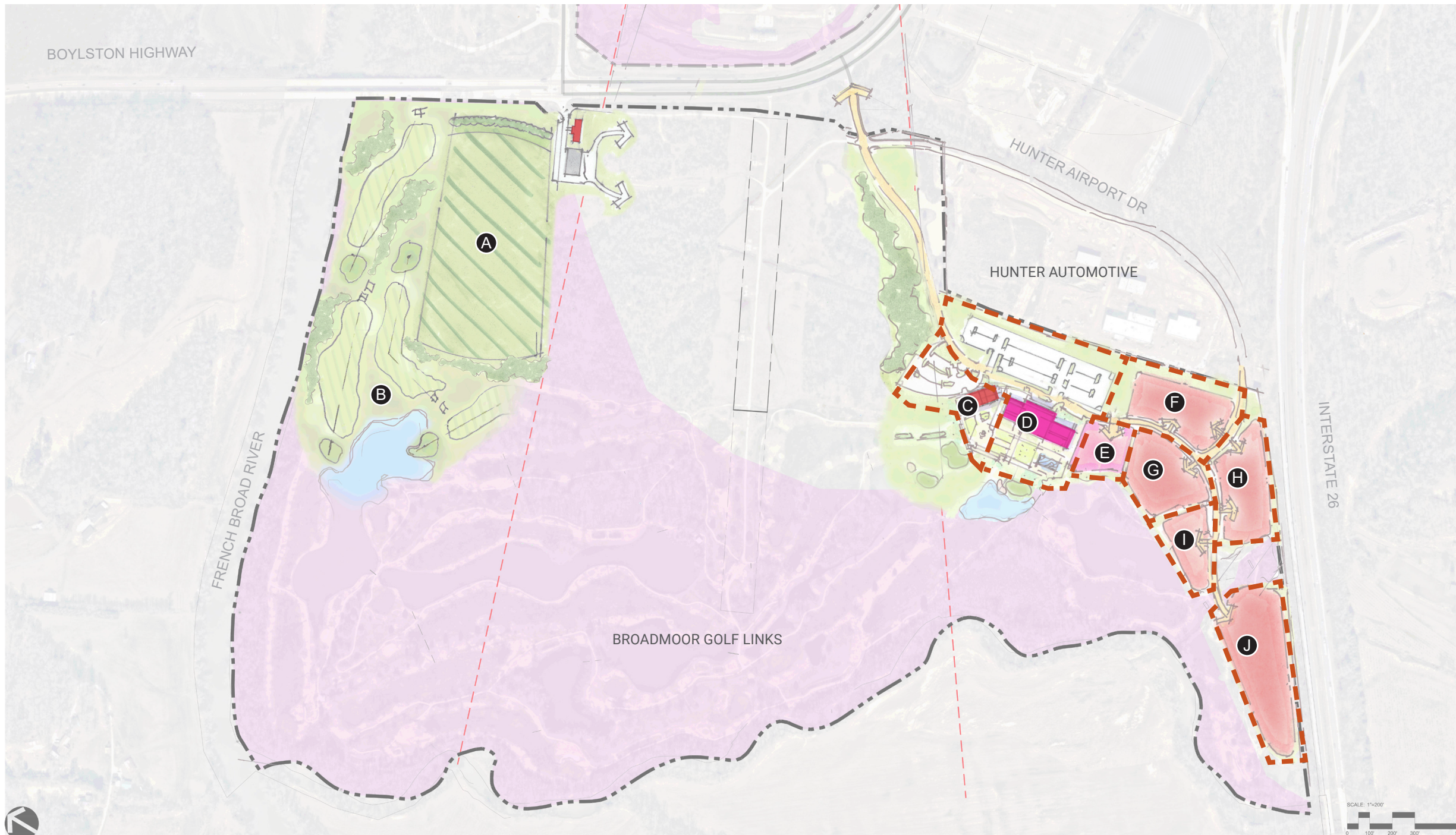
Phase 3 continues to allow for additional commercial development as the Village continues to attract visitors.



TOTAL DEVELOPABLE ACRES:
+/-31.9

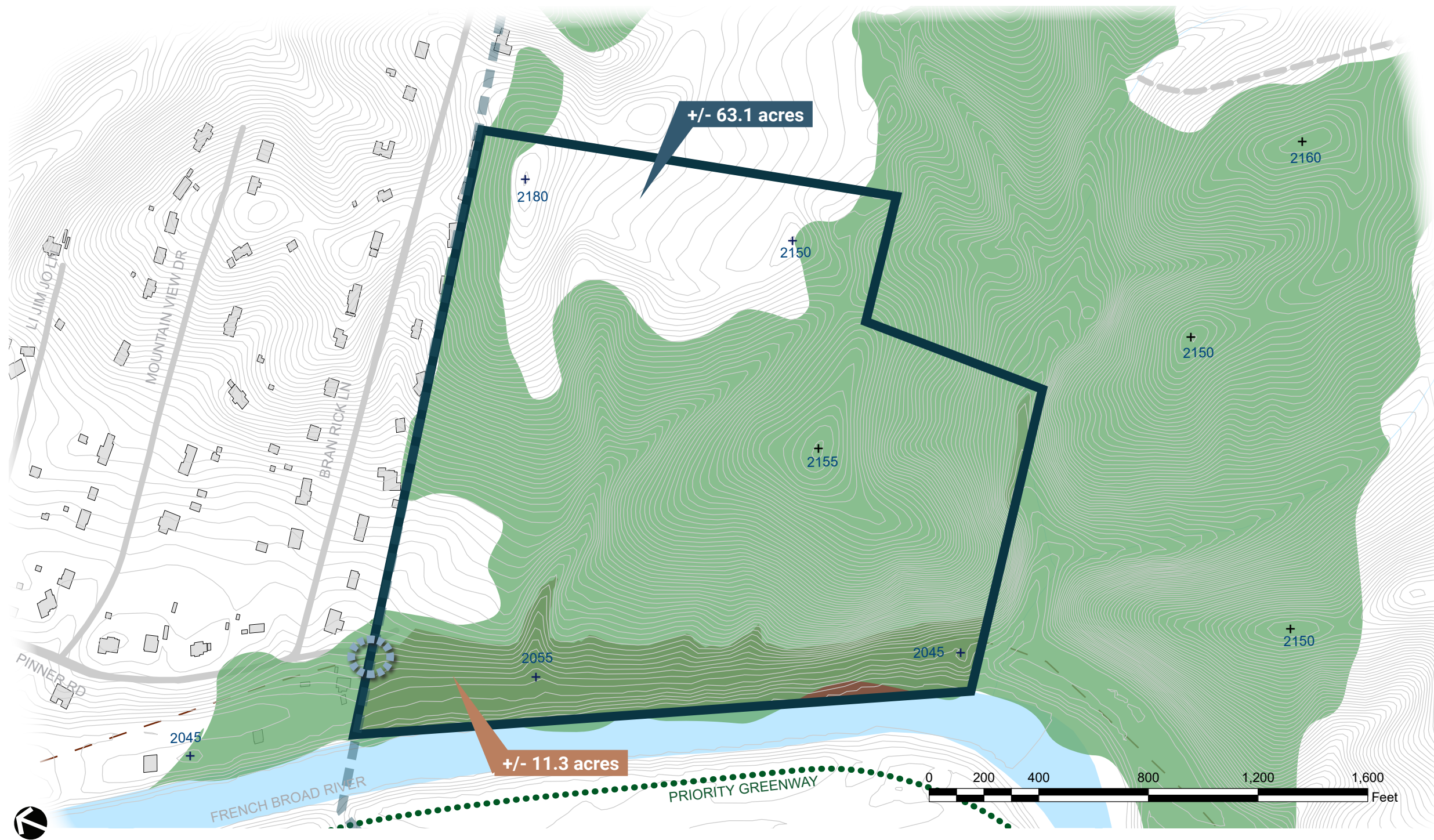
Legend

- Flood Zone
 - Potential Parcel Boundary
- | Proposed Use: | Area: |
|-----------------------------|--------------|
| A Driving Range: | +/- 17 ac |
| Building Floor Plate: | +/- 3,000 sf |
| B Relocated Holes | |
| C Existing Pro Shop: | +/- 3 ac |
| Building Floor Plate: | +/- 9,000 sf |
| D 125+ Key Hotel: | +/- 8 ac |
| E Resort Expansion: | +/- 1 |
| F Commercial Pod: | +/- 2.5 |
| G Commercial Pod: | +/- 2 |
| H Commercial Pod: | +/- 2 |
| I Commercial Pod: | +/- 1 |
| J Commercial Pod: | +/- 3.5 |



Riverside Air Park

Riverside Air Park includes dramatic topography along the banks of the French Broad River. While floodplain and conservation easements restrict development immediately on the riverbank, the uplands will offer sweeping views and vistas. Access to this parcel is currently limited and future development will need to consider the extension of Riverview Drive as well as connections into the airport lands.



Legend

	Total Acreage
	Study Parcel +/- 74.4 ac
	Non Developable +/- 11.3 ac
	Vegetative Cover
	Flood Hazard Zone
	Streams
	Proposed Priority Greenway
	Potential Access Point
	Approximate Point of Elevation



Riverside Air Park

Riverside Air Park fosters innovation, production, and crucial operations that fuel the local economy. Efficiency and function are of the utmost importance along the French Broad River but beauty and nature are not far behind. Lush natural spaces abut industrial power houses in a harmonious balance that is both practical and alluring!

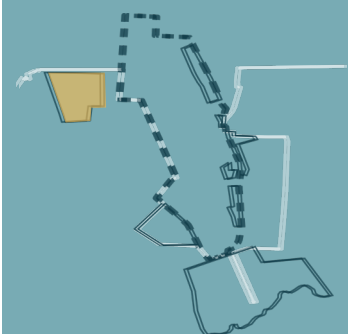


TOTAL DEVELOPABLE ACRES:
+/- 63.1

Legend

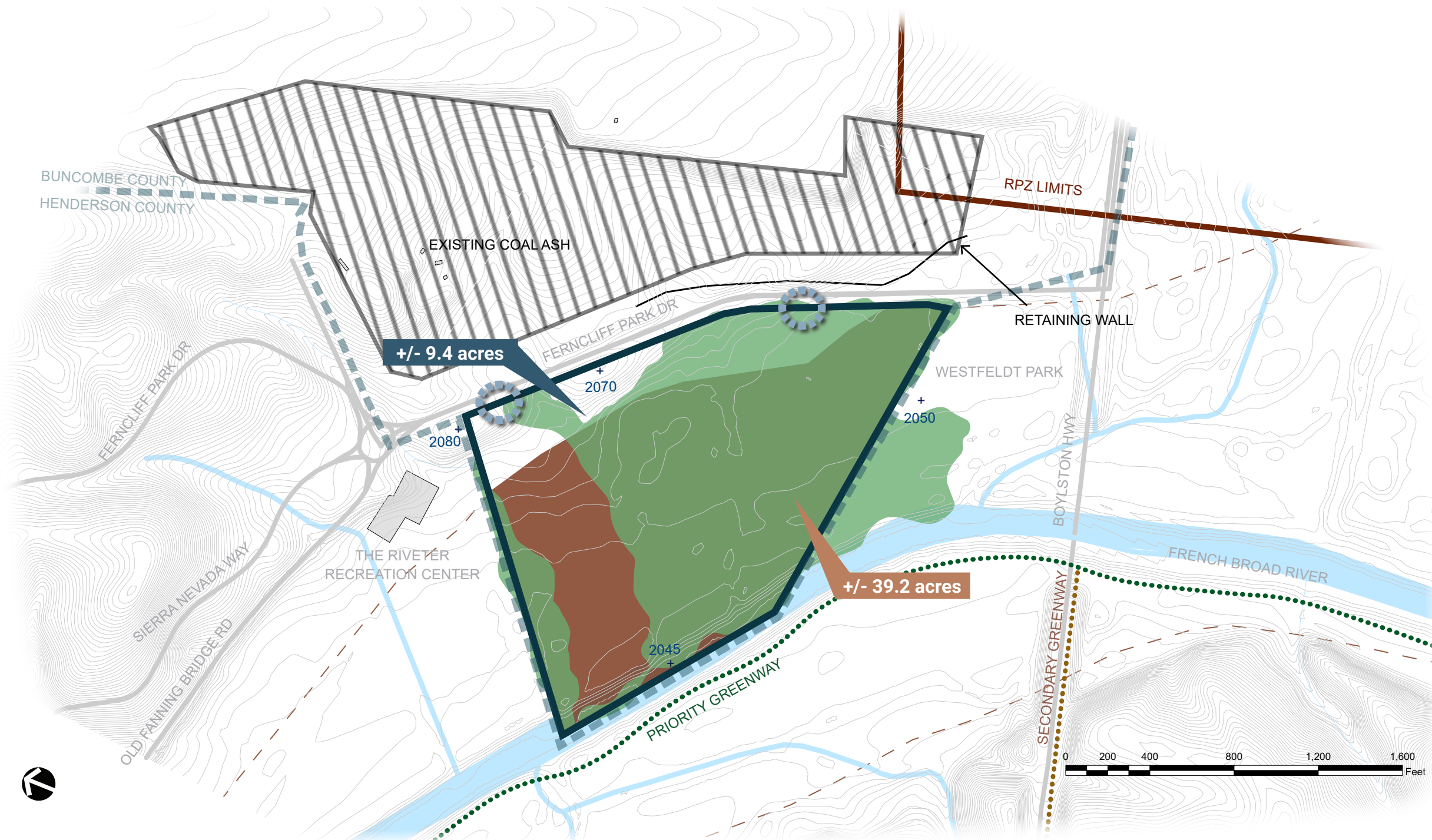
- Flood Zone
- Potential Parcel Boundary

Proposed Use:	Area:
A Industrial:	+/- 20 ac
Building Floor Plate:	+/- 295,000 sf
B Office:	+/- 5 ac
Building Floor Plate:	+/- 30,000 sf
C Office:	+/- 6 ac
Building Floor Plate:	+/- 30,000 sf
D Office:	+/- 6 ac
Building Floor Plate:	+/- 30,000 sf

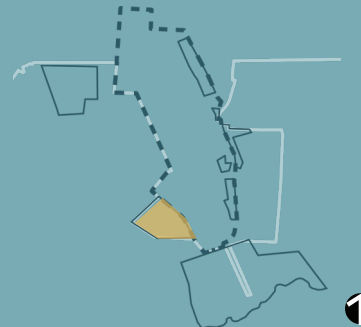


Runway Industrial Park

Runway Industrial Park offers excellent frontage along Ferncliff Park Drive and potential access to the French Broad River. Floodplain and conservation easements will prohibit development directly on the riverbanks, however the lower lands may be well suited for recreational uses that complement the adjacent Westfeldt Park and Riveter Recreation Center. Uplands may offer unique opportunities for manufacturing or related support services. Floodplain studies may unlock additional lands for full development.



Legend		Total Acreage
	Study Parcel	+/- 48.6 ac
	Non Developable	+/- 39.2 ac
	Vegetative Cover	
	Flood Hazard Zone	
	Streams	
	Proposed Priority Greenway	
	Proposed Secondary Greenway	
	Potential Access Point	
	Approximate Point of Elevation	



Runway Industrial Park

Tapping into the thriving industrial economy that surrounds the Asheville Regional Airport couldn't be easier than at Runway Industrial Park. Flat open lands are available with easy access and visibility off Ferncliff Park Drive, just minutes from Electrolux, GF Linamar, and the brand-new Amazon distribution facility.

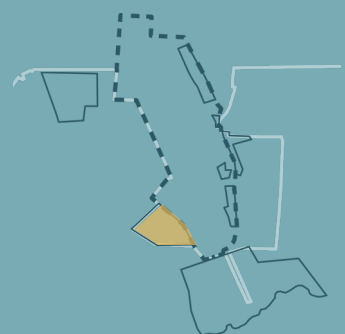


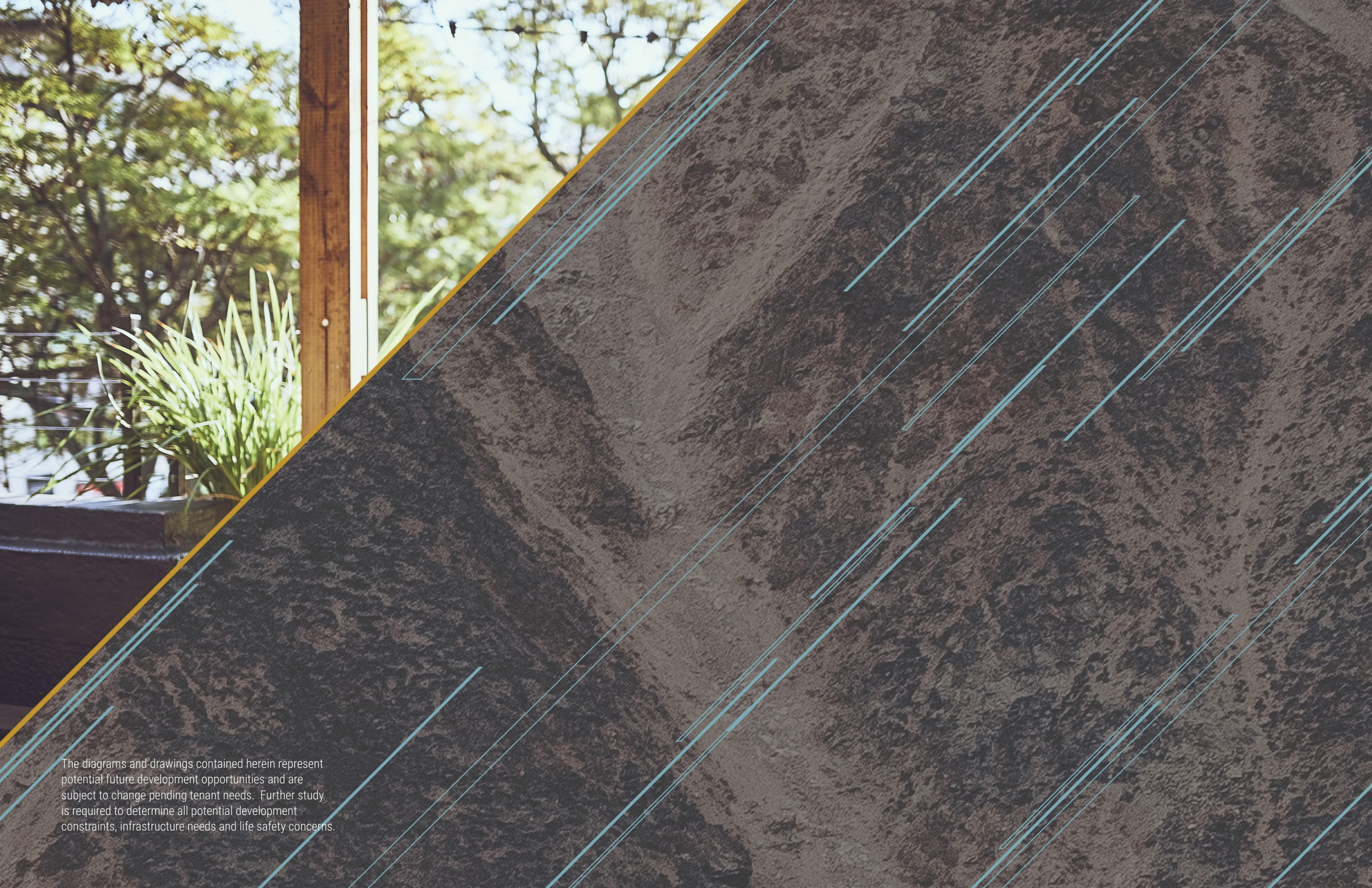
TOTAL DEVELOPABLE ACRES:
+/- 9.4

Legend

- Flood Zone
- Potential Parcel Boundary

Proposed Use:	Area:
A Light Industrial:	+/- 3.5 ac
Building Floor Plate:	+/- 22,000 sf
B Light Industrial:	+/- 3.5 ac
Building Floor Plate:	+/- 23,500 sf
C Light Industrial:	+/- 2 ac
Building Floor Plate:	+/- 18,000 sf





The diagrams and drawings contained herein represent potential future development opportunities and are subject to change pending tenant needs. Further study is required to determine all potential development constraints, infrastructure needs and life safety concerns.

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

AIRPORT ACTIVITY

	Month	Variance to Prior Year	Calendar Year to Date	Variance to Prior Year
Passenger Enplanements	29,543	(58.3%)	354,408	(56.2%)
Aircraft Operations				
Commercial	1,499	(27.5%)	16,856	(31.3%)
Scheduled Flights	587	(37.9%)		
Flight Cancellations	20			
Seats	52,486	(42.4%)	624,426	(39.7%)
Load Factor	56.3%	(27.7%)	56.8%	(27.4%)
General Aviation	3,069	(4.3%)	39,021	(18.0%)
Military	272	71.1%	2,327	(23.9%)

FINANCIAL RESULTS

	Month	Variance to Budget	Fiscal Year to Date	Variance to Budget
Operating Revenues	\$ 763,375	(19.0%)	\$ 4,646,614	(17.8%)
Operating Expenses	981,507	(5.9%)	4,242,420	(27.8%)
Net Operating Revenues before Depreciation	<u>\$ (218,132)</u>		<u>\$ 404,194</u>	
Net Non-Operating Revenues *	<u>\$ 4,869,701</u>	1,500.0%	<u>\$ 8,644,550</u>	373.7%
* includes CARES Act funding \$4,707,617				
Broadmoor Net Income	\$ (14,758)		\$ 151,415	
Grants:				
FAA AIP Grants	\$ 1,382,944		\$ 6,979,050	
NC Dept of Transportation Grants	885,271		6,663,293	
Total	<u>\$ 2,268,215</u>		<u>\$ 13,642,343</u>	

CASH

Restricted	\$ 10,004,979
Designated for O&M Reserve	5,384,122
Designated for Emergency Repair	650,000
Unrestricted, Undesignated	4,495,552
Total	<u>\$ 20,534,653</u>
Broadmoor Cash Balance	<u>\$ 205,857</u>

RECEIVABLES PAST DUE

	Total	1-30 Days	31-60 Days	Over 60 Days
Advertising Customers	13,210	3,140	2,440	7,630
Allegiant	17,364	1,822	-	15,542
Delta	42,365	31,389	8,303	2,673
Elite	280	-	-	280
FAA	670	-	78	592
TSA	22,052	9,901	-	12,151
Paradies	4,996	1,506	2,412	1,078
Signature	277	240	-	37
Skywest	9,197	-	-	9,197
Spirit	4,404	-	-	4,404
United	33,988	5,569	16,684	11,735
Travelers	2,882	-	-	2,882
Worldwide	9,265	-	-	9,265
Miscellaneous	19,670	-	125	19,545
Total	<u>\$ 180,619</u>	<u>\$ 53,567</u>	<u>\$ 30,042</u>	<u>\$ 97,010</u>
% of Total Receivables	19.72%			

Note: Excludes balances paid subsequent to month-end.

Also excludes Board-approved deferred rents of \$265,414 for August and September

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	555,000
	<u>\$ 21,000,000</u>	<u>\$ 16,305,000</u>

CAPITAL EXPENDITURES

Annual Budget	\$ 71,195,660
Year-to-Date Spending	\$ 21,764,970

**REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
December 11, 2020**

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, December 11, 2020 at 8:30 a.m. in Mitchell Rooms A and B at the Hilton Hotel Biltmore Park, 43 Town Square Blvd., Asheville, NC 28803.

MEMBERS PRESENT IN PERSON: Matthew C. Burrell, Chair; Brad Galbraith, Vice-Chair; George H. Erwin, Jr.; Carl H. Ricker, Jr.; Thomas M. Apodaca; and Britt Lovin

MEMBERS PRESENT VIA VIDEO: Susan Russo Klein

MEMBERS ABSENT: None

STAFF AND LEGAL COUNSEL PRESENT IN PERSON: Cindy Rice, Authority Legal Counsel; Lew Bleiweis, Executive Director; Kevan Smith, Chief of Public Safety; Samuel Sales, Public Safety Captain; Jared Merrill, Airport Planning Manager; Michael Merideth, Systems Administrator; and Ellen Heywood, Clerk to the Board

STAFF PRESENT VIA VIDEO: Tina Kinsey, Director of Marketing and Public Relations; Janet Burnette, Director of Finance and Accounting; Shane Stockman, IT Director; John Coon, Director of Operations and Maintenance; Lisa Jump, Director of Administration and Human Resources; and Christina Madsen, Properties and Contracts Manager

ALSO PRESENT VIA TELEPHONE/VIDEO: Dan Mullinix, Gould Killian CPA Group; Brandon Rutterford, Hensel Phelps; Jon McCalmont, Parrish & Partners; James Moose, Avcon; Jason Sandford, Ashvegas; Nick Loder, RS&H; Brad Sucher, Gresham Smith; Zeke Cooper, DreamCatcher Hotels; Sandra Kilgore, Asheville City Council; Scott Shelby, Hensel Phelps

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

EMPLOYEE RECOGNITION: The Director requested a moment to recognize two members of the Public Safety Department. Lt. Kelly Smith recently received her Intermediate Law Enforcement certification and Captain Samuel Sales received his Airport Master Firefighter designation. The Director also advised the Board that Captain Sales will be the interim Chief of Public Safety upon Chief Smith's retirement. The Board congratulated the staff on their achievements.

TENANT INFORMATION: The Director reported that the Blue Ridge Tavern restaurant in the terminal had closed due to the COVID-19 diagnosis of a staff member. A thorough cleaning and sanitization of the space was taking place and the restaurant should be back open in a few days.

PRESENTATIONS: None

FINANCIAL REPORT: A review of enplanements, aircraft operations, and general aviation activity for the month of October was provided by the Director. Janet Burnette reported on the financial activity for the month of October.

CONSENT ITEMS: The Chair stated that Consent Item F, Approve the Greater Asheville Regional Airport Authority October 9, 2020 Closed Session Minutes, would be pulled for review in Closed Session.

The Chair suggested that Consent Item D, Approve Resolution for Retirement of Chief Kevan Smith, should be read aloud and Chief Smith recognized for his significant contributions to the Authority. The Chair read the following resolution:

Greater Asheville Regional Airport Authority

~ Resolution ~

WHEREAS, the Greater Asheville Regional Airport Authority (the "Authority") was created for the purpose of maintaining, operating, regulating, developing, and improving the Asheville Regional Airport; and

WHEREAS, M. Kevan Smith served the Authority from April, 1991 through December, 2020, and during his tenure with the airport, held the ranks of Public Safety Officer (1991-2000), Training Officer (2000-2004), Captain (2004-2014), and Chief of Public Safety (2014-2020); and

WHEREAS, during his period of service to the Authority, M. Kevan Smith performed his duties with diligence and conscientiousness, and contributed to the positive perception of the Asheville Regional Airport and its mission of providing an exceptional airport experience for Western North Carolina; and

WHEREAS, during his tenure as Chief of Public Safety, M. Kevan Smith was responsible for numerous improvements to the Greater Asheville Regional Airport Authority's Department of Public Safety, which contributed to the reputation of

professionalism for which the department is now known for throughout Western North Carolina; and

WHEREAS, M. Kevan Smith will be retiring from the Greater Asheville Regional Airport Authority on December 31st, 2020.

NOW, THEREFORE, BE IT RESOLVED that N.C. General Statute 20-187.2 authorizes the governing body of a law enforcement agency, to award a retiring officer meeting certain criteria with their service side arm upon retiring, which is the practice of the Greater Asheville Regional Airport Authority, and that such side arm, a Glock 17, Serial No. BDBC580 has been requested, and is hereby presented to M. Kevan Smith, at no cost, as a token of the Greater Asheville Regional Airport Authority's appreciation for his service to this organization, and also, that he is authorized to purchase from the Authority his issued plain clothes side arm, a Glock 26, Serial No. BELK898, at its current used market value.

BE IT FURTHER RESOLVED, that the Greater Asheville Regional Airport Authority expresses its sincere gratitude to M. Kevan Smith for his dedication and service to the Greater Asheville Regional Airport Authority, and for his commitment to the safety and security of the travelling public throughout Western North Carolina.

Adopted this 11th day of December, 2020.

Greater Asheville Regional Airport Authority

By: _____
Matthew C. Burrell, Board Chair

- A. Approve the Greater Asheville Regional Airport Authority October 9, 2020 Regular Meeting Minutes:**
- B. Approve Agreement Amendment between The Paradies Shops, LLC., and the Greater Asheville Regional Airport Authority:**
- C. Approve Waterline Easement with City of Asheville for New Waterline:**
- D. Approve Resolution for Retirement of Chief Kevan Smith:**
- E. Authorize Donation of Surplus Property:**

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

OLD BUSINESS: None

NEW BUSINESS:

A. Presentation of Annual Audited Financial Report for Fiscal Year

2019/2020: Janet Burnette stated that the annual audit for the fiscal year ended June 30, 2020 was performed by Gould Killian CPA Group, P.A. and that Dan Mullinix from Gould Killian would present the findings to the Board.

Mr. Mullinix summarized the audit by stating that an unmodified, or clean, opinion was issued with reasonable assurance that the financial statements were free from material misstatement, there were no material weaknesses in internal control, and no material noncompliance with laws and regulations. Mr. Mullinix briefly explained the requirements for GASB No. 87 Leases which becomes effective beginning fiscal year 2022. A review of the cash and investments, revenue and expense comparison, summary of balance sheet and cash flow was provided. Mr. Mullinix concluded the presentation with a summary of key comparisons over the last decade. The Board thanked Mr. Mullinix for his presentation.

Mr. Apodaca moved to accept the 2019/2020 Audit Report as presented. Mr. Galbraith seconded the motion and it carried unanimously.

B. Approve CM at Risk Contract and Pre-Construction Services Fee with Hensel Phelps Construction for the Terminal Building Phase 2 Modernization

Project: Jared Merrill informed the Board that he would review New Business Agenda Items B and C before requesting approval on both agenda items as they are directly related.

Mr. Merrill reported that staff recently completed the selection process for the Construction Manager at Risk (CMR) for the terminal building modernization project and Hensel Phelps was selected as the CMR. Since October, staff has been in negotiations with Hensel Phelps for the contract and pre-construction services. Under the CMR process, the cost of the contract will not be determined until the Final Guaranteed Maximum Price is established at the end of the design process. The Pre-construction Services Fee, however, needs to be approved in order to keep the project on schedule. Mr. Merrill explained the role of the CMR and informed the Board that the negotiated fee for the pre-construction services totals \$1,088,270.00. The contract cost for construction will be established when the Final Guaranteed Maximum Price is completed and approved by the Board. Mr. Merrill stated that the pre-construction services will be paid utilizing \$656,226 in FAA grants and \$432,044 in NCDOT commercial service funds.

C. Approve Task Order No. 2 Part B with GS&P N.C. an Affiliate of Gresham Smith and Partners for Terminal Building Phase 2 Modernization Design Services:

Jared Merrill stated Task Order No. 2 Part B with GS&P N.C. (GS&P) is for the continuation of design services for the terminal building modernization project. The Board previously approved Part A in the amount of \$3,969,904.50 for conceptual and schematic design and the design work associated with Part A is substantially complete. The cost for Part B design services is \$8,638,889.50 which brings the total for Task Order No. 2, Parts A and B, to \$12,608,794.00. The total cost of Task Order No. 2 has been validated through an Independent Fee Estimate and also approved by the FAA. The FAA has also approved moving forward with Part B. Mr. Merrill informed the Board that \$7,603,103 of the Part B design work will be paid for utilizing FAA grants and \$1,035,786.50 with NCDOT commercial service funds.

Janet Burnette explained that the airport is allowed to use the NCDOT funds and it works as the airport's match that is required by the FAA, so between the two sources these two contracts will be covered.

The Chair affirmed that none of the airport's funds would be used for the two contracts. The Director responded that this was correct and added that the funding the state legislature put in the budget for the commercial service airports in the state has been a tremendous help. A brief discussion followed on the timing of the design work and the importance of moving forward with the design of this project. Mr. Merrill reiterated the importance of bringing Hensel Phelps on board while the design work is ongoing as Hensel Phelps will be estimating the final guaranteed maximum price throughout the next 18 months. That information will be provided to the Board as it is received.

The Board inquired about the timing for use of CARES Act funding. The Director responded that the airport has four years to spend those funds and that staff has already drawn about half of the funds.

Mr. Erwin moved to approve the contract for the Construction Manager at Risk and the Pre-Construction Services Fee with Hensel Phelps in the amount of \$1,088,270.00 and authorize the Executive Director to execute the necessary documents. Mr. Apodaca seconded the motion and it carried unanimously.

Mr. Lovin moved to approve Task Order 2 Part B with GS&P N.C. an Affiliate of Gresham Smith and Partners in the amount of \$8,638,889.50 and authorize the Executive Director to execute the necessary documents. Mr. Apodaca seconded the motion and it carried unanimously.

D. Adoption of the Asheville Regional Airport Five-Year Capital Improvement Plan (CIP) for FY 2022-2026:

Jared Merrill reminded the Board that each year it is necessary to submit a five-year CIP to the FAA in order to be eligible for

federal project funding. The CIP is a planning tool and does not approve any contracts nor does it provide staff with any authorization to award design or construction projects. Mr. Merrill highlighted some of the projects listed on the CIP which included the terminal building modernization project, air traffic control tower construction, and an update to the Airport Master Plan.

The Director pointed out that all of the funding for the terminal building modernization project and the air traffic control tower have been segregated out under Airport Capital or Other Local Funds to make it easier to identify.

Mr. Erwin moved to adopt the Asheville Regional Airport Five-Year Capital Improvement Plan. Mr. Lovin seconded the motion and it carried unanimously.

E. Approve Additional Reimbursable Agreement with the Federal Aviation Administration to Continue Necessary Airfield Work:

Jared Merrill advised the Board that the FAA recently notified the Authority that additional funds were needed to complete their work on the airfield project. Mr. Merrill advised the Board that staff had received the first draft of the Reimbursable Agreement late the previous day. Mr. Merrill further stated that several factors contributed to the need for additional funding such as additional contract time required for Bid Package 4 and inflation since the estimates were completed in 2014. Mr. Merrill reviewed the remaining items to be completed by the FAA and advised the Board that the estimated additional cost to complete the work was \$528,440.00. \$148,949 of this work is AIP eligible, however the FAA has not committed to these additional funds, therefore airport funds will be needed to complete the work.

Mr. Ricker moved to approve the additional FAA Reimbursable Requirement of \$528,440.00 and authorize the Executive Director to execute the necessary documents when they become available. Mr. Apodaca seconded the motion and it carried unanimously.

F. Approval of Amendment to the FY20/21 Budget:

The Director informed the Board that he had an additional item for Board consideration and that a copy of the memo was available at their seats. The Director reminded the Board that a settlement agreement was negotiated with Duke Energy and the NC Department of Environmental Quality for the close out of the coal ash areas on the airport. The Authority was required to obtain pollution liability insurance coverage as part of the agreement. Insurance was obtained through Beazley Insurance Services for a 10-year term effective December 1st and the cost of the coverage is \$135,444.27. Payment of this expense 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, 2021:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Administrative Dept		\$135,444.00
Totals	<hr/>	<hr/> \$135,444.00

This will result in a net increase of \$135,444.00 in the appropriations. Revenues will be revised as follows:

REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA Cash		\$135,444.00
Totals	<hr/>	<hr/> \$135,444.00

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 11th day of December, 2020.

Matthew Burrell, Chair

Attested by:

Ellen Heywood, Clerk to the Board

Mr. Apodaca moved to amend the FY20/21 budget by adopting the budget ordinance amendment presented by staff. Mr. Lovin 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. Paradies Refurbishment: The original agreement with The Paradies Shops required that Paradies commit to capital improvements of the facility in order to take advantage of the first five-year option to extend the contract. Due to the effects of COVID-19, Paradies has asked to delay the renovations until the end of 2021. Staff has

agreed to the request and Paradies will submit plans for staff approval before completing the renovations by the end of 2021.

B. Golf Course Update: The Authority entered into a five-month agreement with DreamCatcher Broadmoor, LLC. for the operation of the golf course. The golf course is doing well and a land planner has been retained to provide proposals for non-aeronautical development of airport properties. Within the next couple of months staff anticipates a full presentation to the Board from the land planner. The Director stated that since the agreement with DreamCatcher Broadmoor, LLC. expires at the end of the month, staff was seeking Board approval for a six-month extension.

A brief discussion took place regarding the extension of the contract through the golf season. The Director informed the Board that while DreamCatcher has been a very good partner, DreamCatcher did not sign up for the long-term operation of the course and staff did not feel that extending the agreement for a year would be necessary. The long-term plan for the property should be completed within six months and staff did not want to have to make capital improvements to the golf course. A question was asked about the golf course remaining open in the future and the Director responded that this was correct and that the golf course was doing much better than anticipated. The Board requested that a list of the necessary capital improvements be provided to the Board.

Mr. Erwin moved to approve a six-month extension of the agreement with DreamCatcher Broadmoor, LLC. Mr. Lovin seconded the motion and it carried unanimously.

C. Extra Day Off: The Director reported that employees did not receive pay raises this year and requested Board approval for an additional day off on December 31, 2020 in appreciation of all that had been accomplished throughout the year. Those employees that need to be at the airport on December 31st will be given another day off before the end of February.

Mr. Erwin moved to approve the additional day off for employees on December 31, 2020. Mr. Lovin seconded the motion and it carried unanimously.

D. Health Accreditation: Asheville was the first airport in the state to receive health accreditation from Airports Council International. The process evaluates the airport on health and safety policies and procedures as related to the COVID-19 pandemic. This recognition will be publicized to reiterate how safe air travel is during these times.

E. PFM: The Director stated that staff has had conversations with PFM, the financial consultant that was used to secure the bonds for the parking garage. Staff has requested assistance with the bonds for the terminal building modernization project. PFM proposed \$1 per \$1,000 for any expenses up to \$75 million worth of bonds, and then .50 cents per \$1,000 for anything over \$75 million with a not to exceed amount of \$120,000 for the

whole program. The fee to PFM is not paid unless the bonds are issued. Staff plans to move forward with an engagement letter with PFM.

F. Org Chart: An updated org chart was available for the Board Members at their seats.

G. 2021 Authority Board Schedule: The Director stated that due to COVID-19, a change in the schedule for his duties with ACI may result in a change to the date of the April Authority Board meeting provided the Board is in agreement. The Director mentioned the possibility of moving the meeting to April 9th but will confirm this change in the near future.

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 January 8, 2021. The Director commented that it was possible the meeting in January would not be necessary.

AUTHORITY MEMBER REPORTS: None

CLOSED SESSION: At 10:17 a.m. Mr. Galbraith 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 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. Apodaca 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 12:06 p.m.

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY DECEMBER 11, 2020

CLOSED SESSION MINUTES: Mr. Galbraith 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. Ricker seconded the motion and it carried unanimously.

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY OCTOBER 9, 2020

CLOSED SESSION MINUTES: Mr. Galbraith moved to approve the minutes for the October 9, 2020 Closed Session and to seal and withhold the minutes for the October 9, 2020 Closed Session from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Mr. Lovin seconded the motion and it carried unanimously.

EXECUTIVE DIRECTOR EVALUATION: The Chair stated that there would be no change in the Director's compensation for 2020 due to the fiscal impacts of COVID-19, and that his next performance evaluation will be in the Spring.

ADJOURNMENT: Mr. Erwin moved to adjourn the meeting at 12:12 p.m. Mr. Apodaca seconded the motion and it carried unanimously.

Respectfully submitted,

Ellen Heywood
Clerk to the Board

Approved:

Matthew C. Burrell
Chair



MEMORANDUM

TO: Members of the Airport Authority

FROM: Lew Bleiweis, A.A.E., Executive Director

DATE: February 5, 2021

ITEM DESCRIPTION – New Business Item A

Approval to Unseal Closed Session Minutes

BACKGROUND

The Board approved the Disposition of Authority Board Closed Session Minutes Policy at the April 15, 2011 Authority Board Meeting. The policy provides for the review of the preceding year's Closed Session Minutes at the first Authority Board meeting of each calendar year.

The Director has reviewed those Closed Session Minutes and has provided a recommendation for the unsealing of those certain minutes. The minutes recommended to be unsealed are of a business matter that have come to fruition and are no longer of a confidential nature.

ISSUES

None

ALTERNATIVES

The Board can decide to keep all Closed Session Minutes sealed.

FISCAL IMPACT

None

RECOMMENDED ACTION

It is respectfully requested that the Greater Asheville Regional Airport Authority Board resolve to unseal those portions of Closed Session Minutes as designated and recommended by the Executive Director.

New Business – Item A



MEMORANDUM

TO: Members of the Airport Authority

FROM: Lisa Jump, Director of Administration and Human Resources

DATE: February 5, 2021

ITEM DESCRIPTION - New Business Item B

Extension of the Employee Paid Sick Leave Provision of the Families First Coronavirus Response Act (FFCRA)

BACKGROUND

In early 2020, the COVID-19 pandemic struck the world unexpectedly. On March 18, 2020 the Families First Coronavirus Response Act (FFCRA) was signed into law. The Act provided for several types of leave to help employees and employers manage the difficulties of the pandemic. One of the provisions of the Act provided two weeks (up to 80 hours) of paid sick leave at the employee's regular rate of pay where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis. The FFCRA and its paid sick leave provisions expired on December 31, 2020.

Staff is making a recommendation to the board to extend the 80 hours of paid sick leave provision for employees through March 31, 2021 if the employees have been vaccinated or agree to receive the vaccination when they become eligible (per state and local guidelines). The 80 hours would remain a one-time provision that would cover the period of March 2020 through March 2021 and would not be replenishable.

ISSUES

The extension of the Employee Paid Sick Leave Provision of the FFCRA will hopefully aid in keeping the workforce healthy and prevent those that have been exposed to COVID or are subject to a quarantine order from returning to the workforce prematurely.



ALTERNATIVES

The Authority Board could decide not to extend the paid leave benefits of the FFCRA.

FISCAL IMPACT

This action will create no additional expense.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) approve the extension of the FFCRA Employee Paid Sick Leave program with the airport's provisions and (2) authorize the Executive Director to implement such changes retroactive to January 1, 2021.



MEMORANDUM

TO: Members of the Airport Authority
FROM: Lew Bleiweis, A.A.E., Executive Director
DATE: February 5, 2021

ITEM DESCRIPTION – Information Section Item A

December, 2020 Traffic Report – Asheville Regional Airport

SUMMARY

With the COVID-19 pandemic continuing to affect air travel December, 2020 overall passenger traffic numbers were down 57.7% compared to the same period last year and were down by 39.5% compared to December, 2018. Passenger traffic numbers reflect a 58.3% decrease in passenger enplanements from December, 2019 and a 40.4% decrease from December, 2018. Enplanements for Fiscal Year to Date total 187,488 which is a 58.7% decrease over the same period last year

AIRLINE PERFORMANCE

Allegiant Airlines: Year over Year passenger enplanements for Allegiant in December 2020 were down by 53.7%. There were no flight cancellations for the month.

American Airlines: American's December 2020 passenger enplanements represent a 53.6% decrease over the same period last year. There were no flight cancellations for the month.

Delta Airlines: Enplanements for Delta in December 2020 decreased by 60.3%. There were no flight cancellations for the month.

United Airlines: In December 2020, United Airlines saw a decrease in enplanements by 67.0% over the same period last year. There were two flight cancellations for the month.

Monthly Traffic Report

Asheville Regional Airport

December 2020



Category	Dec 2020	Dec 2019	Percentage Change	*CYTD-2020	*CYTD-2019	Percentage Change	*MOV12-2020	*MOV12-2019	Percentage Change
Passenger Traffic									
Enplaned	29,543	70,892	-58.3%	354,408	809,093	-56.2%	354,408	809,093	-56.2%
Deplaned	<u>30,229</u>	<u>70,451</u>	-57.1%	<u>350,564</u>	<u>807,669</u>	-56.6%	<u>350,564</u>	<u>807,669</u>	-56.6%
Total	59,772	141,343	-57.7%	704,972	1,616,762	-56.4%	704,972	1,616,762	-56.4%
Aircraft Operations									
Airlines	955	1,192	-19.9%	9,341	13,256	-29.5%	9,341	13,256	-29.5%
Commuter/ Air Taxi	<u>544</u>	<u>875</u>	-37.8%	7,515	11,265	-33.3%	7,515	11,265	-33.3%
Subtotal	<u>1,499</u>	<u>2,067</u>	-27.5%	<u>16,856</u>	<u>24,521</u>	-31.3%	<u>16,856</u>	<u>24,521</u>	-31.3%
General Aviation	3,069	3,207	-4.3%	39,021	47,604	-18.0%	39,021	47,604	-18.0%
Military	<u>272</u>	<u>159</u>	71.1%	<u>2,327</u>	<u>3,059</u>	-23.9%	<u>2,327</u>	<u>3,059</u>	-23.9%
Subtotal	<u>3,341</u>	<u>3,366</u>	-0.7%	<u>41,348</u>	<u>50,663</u>	-18.4%	<u>41,348</u>	<u>50,663</u>	-18.4%
Total	4,840	5,433	-10.9%	58,204	75,184	-22.6%	58,204	75,184	-22.6%
Fuel Gallons									
100LL	8,043	8,617	-6.7%	143,816	172,044	-16.4%	143,816	172,044	-16.4%
Jet A (GA)	119,569	96,515	23.9%	1,216,675	1,362,456	-10.7%	1,216,675	1,362,456	-10.7%
Subtotal	<u>127,612</u>	<u>105,132</u>	21.4%	<u>1,360,491</u>	<u>1,534,500</u>	-11.3%	<u>1,360,491</u>	<u>1,534,500</u>	-11.3%
Jet A (A/L)	<u>403,779</u>	<u>633,196</u>	-36.2%	<u>4,148,445</u>	<u>6,913,089</u>	-40.0%	<u>4,148,445</u>	<u>6,913,089</u>	-40.0%
Total	531,391	738,328	-28.0%	5,508,936	8,447,589	-34.8%	5,508,936	8,447,589	-34.8%

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

Wednesday, January 20, 2021

Airline Enplanements, Seats, and Load Factors

Asheville Regional Airport

December 2020



	Dec 2020	Dec 2019	Percentage Change	*CYTD-2020	*CYTD-2019	Percentage Change
Allegiant Air						
Enplanements	14,428	31,148	-53.7%	169,708	338,816	-49.9%
Seats	22,812	40,875	-44.2%	280,899	444,825	-36.9%
Load Factor	63.2%	76.2%	-17.0%	60.4%	76.2%	-20.7%
American Airlines						
Enplanements	7,948	17,114	-53.6%	96,698	176,785	-45.3%
Seats	13,952	21,465	-35.0%	165,320	213,470	-22.6%
Load Factor	57.0%	79.7%	-28.6%	58.5%	82.8%	-29.4%
Delta Air Lines						
Enplanements	4,952	12,476	-60.3%	56,067	158,397	-64.6%
Seats	11,172	14,939	-25.2%	112,335	180,764	-37.9%
Load Factor	44.3%	83.5%	-46.9%	49.9%	87.6%	-43.0%
Elite Airways						
Enplanements	0	0	#Num!	0	823	-100.0%
Seats	0	0	#Num!	0	1,640	-100.0%
Load Factor	#Num!	#Num!	#Type!	#Num!	50.2%	#Type!
Spirit Airlines						
Enplanements	0	3,449	-100.0%	5,505	50,621	-89.1%
Seats	0	5,394	-100.0%	10,614	91,250	-88.4%
Load Factor	#Num!	63.9%	#Type!	51.9%	55.5%	-6.5%
United Airlines						
Enplanements	2,215	6,705	-67.0%	26,430	83,651	-68.4%
Seats	4,550	8,426	-46.0%	55,258	103,436	-46.6%
Load Factor	48.7%	79.6%	-38.8%	47.8%	80.9%	-40.9%

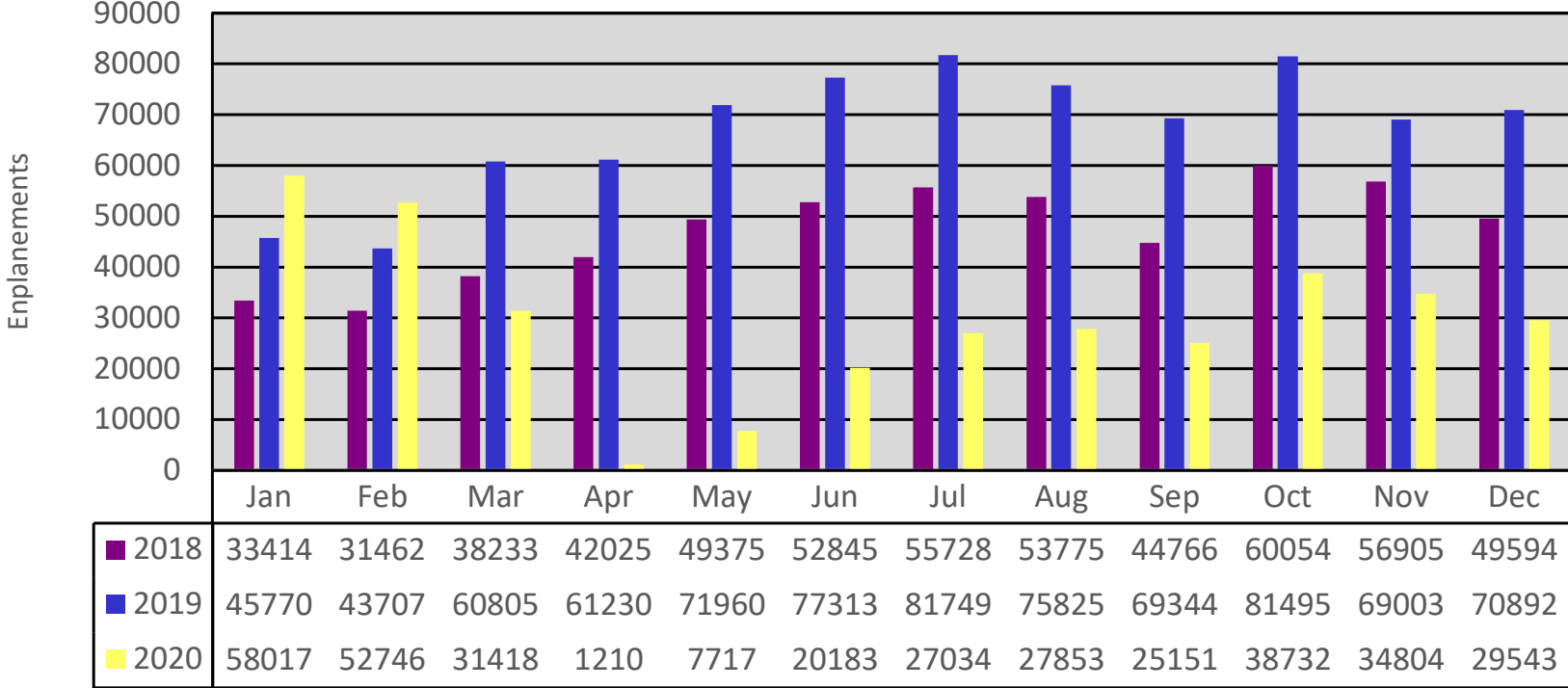
	Dec 2020	Dec 2019	Percentage Change	*CYTD-2020	*CYTD-2019	Percentage Change
Totals						
Enplanements	29,543	70,892	-58.3%	354,408	809,093	-56.2%
Seats	52,486	91,099	-42.4%	624,426	1,035,385	-39.7%
Load Factor	56.3%	77.8%	-27.7%	56.8%	78.1%	-27.4%

Airline Flight Completions Asheville Regional Airport December 2020

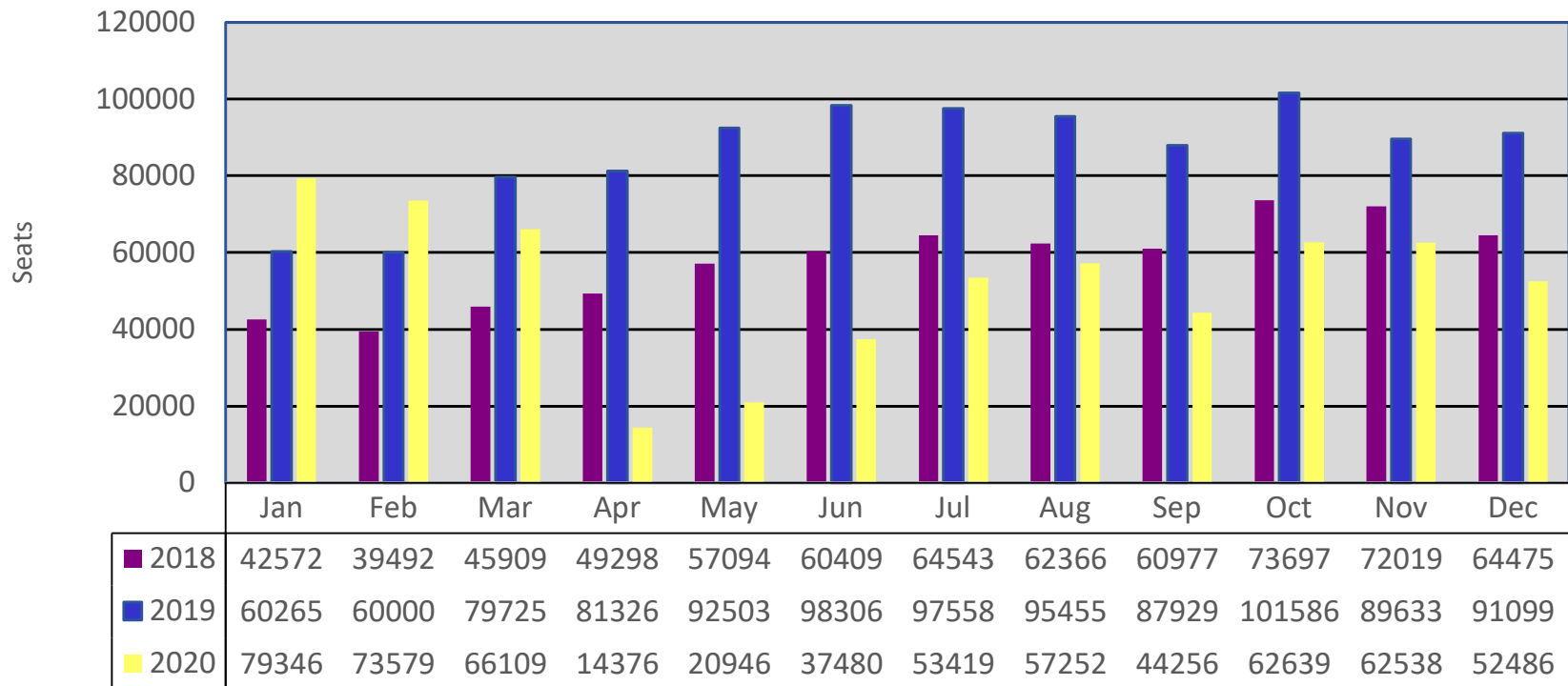


Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Percentage of Completed Flights
			Mechanical	Weather	Other		
Allegiant Air	155	0	0	0	18	18	88.4%
American Airlines	192	0	0	0	0	0	100.0%
Delta Air Lines	147	0	0	0	0	0	100.0%
Elite Airways	0	0	0	0	0	0	#Num!
Spirit Airlines	0	0	0	0	0	0	#Num!
United Airlines	93	0	2	0	0	2	97.8%
Total	587	0	2	0	18	20	96.6%

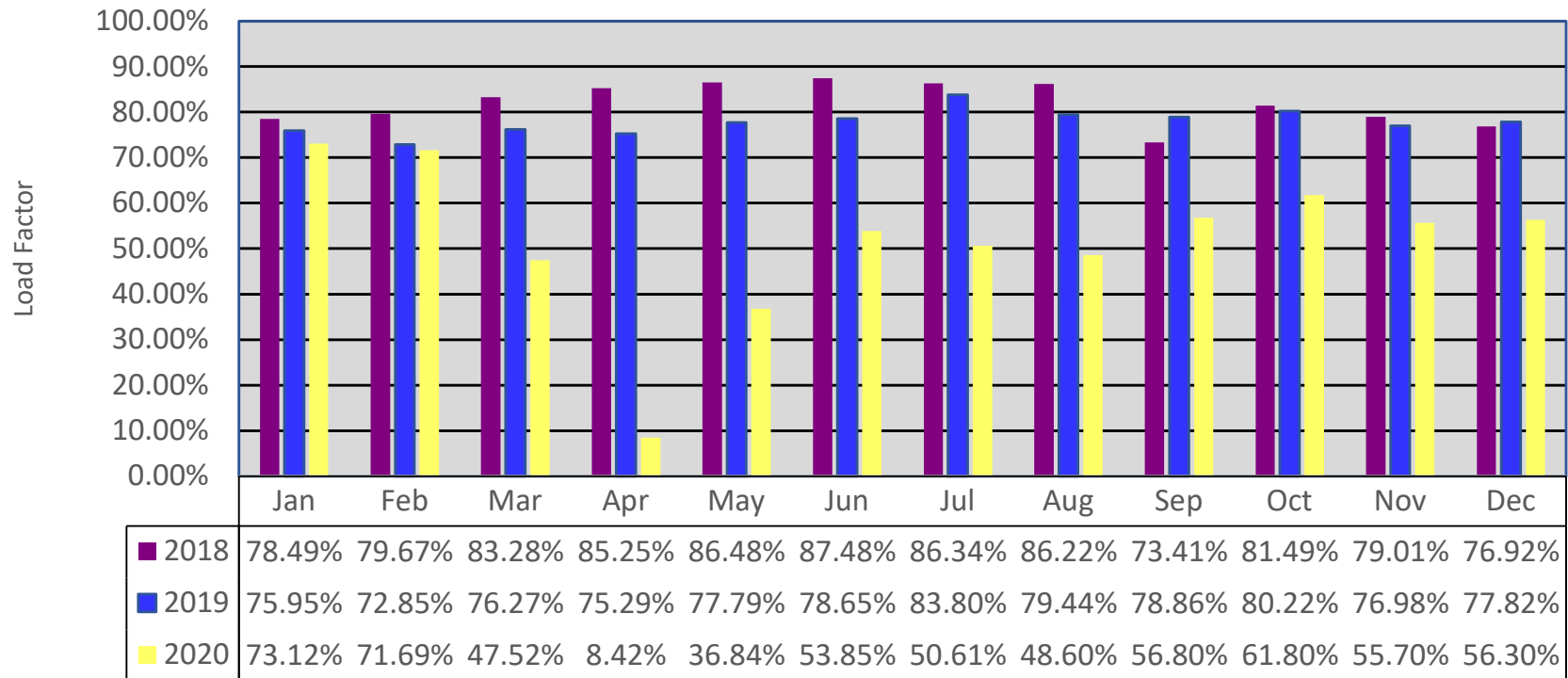
Monthly Enplanements By Year Asheville Regional Airport



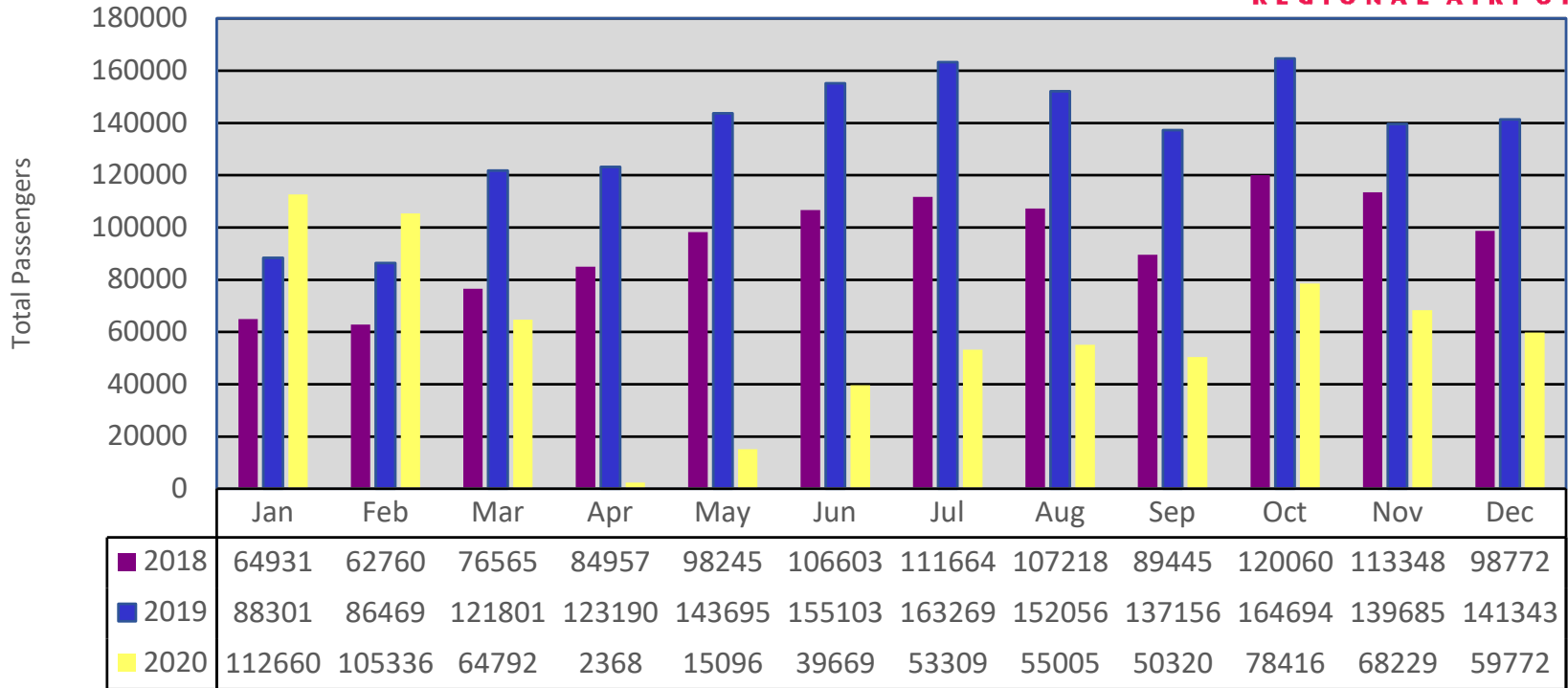
Monthly Seats By Year Asheville Regional Airport



Monthly Load Factors By Year Asheville Regional Airport



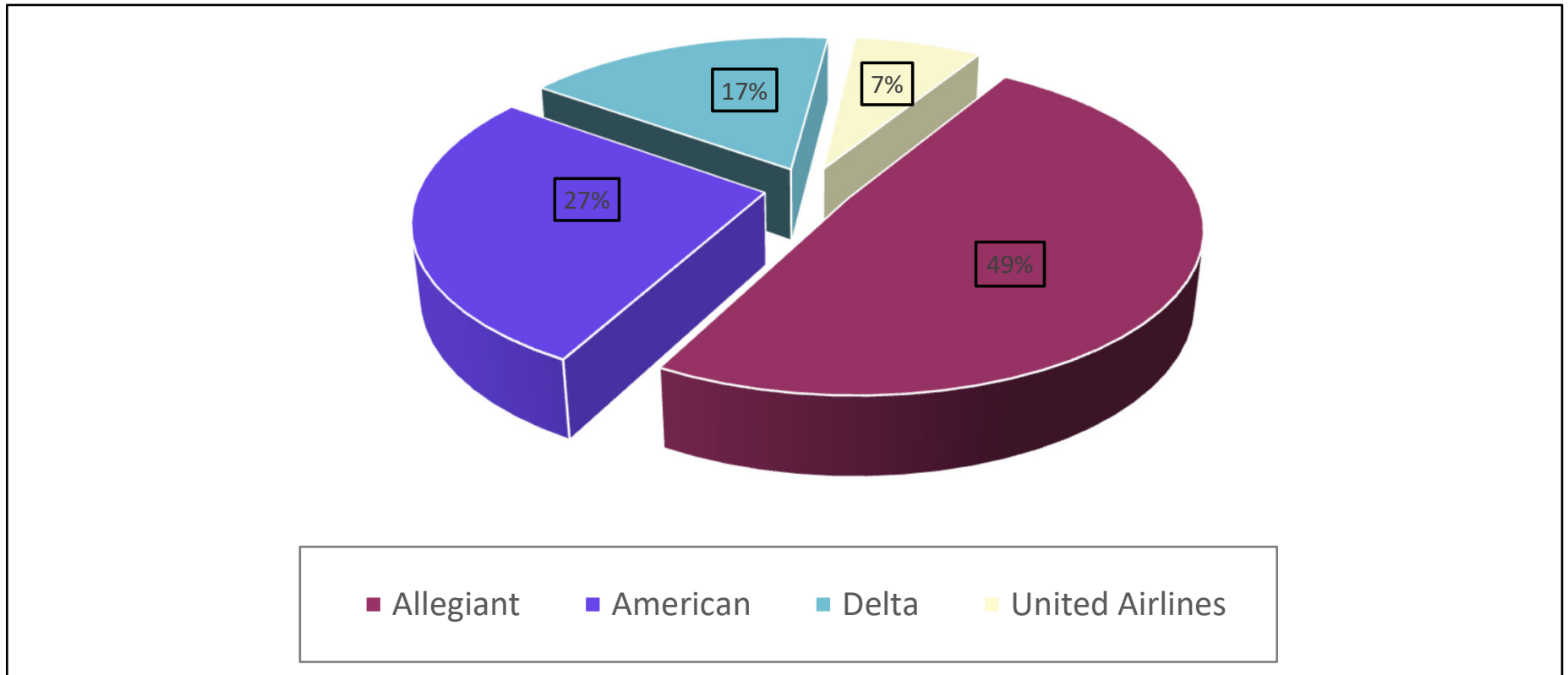
Total Monthly Passengers By Year Asheville Regional Airport



Airline Market Share Analysis (Enplanements)

Asheville Regional Airport

Report Period From Dec 2020 Through Dec 2020





MEMORANDUM

TO: Members of the Airport Authority
FROM: Janet Burnette, Director of Finance & Accounting
DATE: February 5, 2021

ITEM DESCRIPTION – Information Section Item B

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

SUMMARY

Operating Revenues for the month of December were \$763,375, 19.0% under budget. Operating Expenses for the month were \$981,507, 5.9% under budget. As a result, Net Operating Revenues before Depreciation were (\$218,132). Net Non-Operating Revenues were \$4,869,701, 1500% over budget, which includes CARES Act funding of \$4,707,617. While Operating Expenses in December were under budget by 5.9%, they were higher than recent months primarily due to a third payroll during the month and the \$135k payment for pollution liability coverage.

Year-to-date Operating Revenues were \$4,646,614, 17.8% under budget. Year-to-date Operating Expenses were \$4,242,420, 27.8% under budget. Year-to-date Net Operating Revenues before Depreciation were \$404,194. Net Non-Operating Revenues for the year were \$8,644,550, 373.7% over budget

REVENUES

Significant variations to budget for December were:

Terminal rent – Airlines	(\$36,679)	(22.54%)	Enplanements under budget
Concessions	(\$15,818)	(36.67%)	Enplanements under budget
Auto parking	(\$102,150)	(34.83%)	Enplanements under budget
Rental car-car rentals	(\$21,724)	(14.10%)	Enplanements under budget
Ground transportation	(\$7,932)	(43.35%)	Enplanements under budget

Information Section – Item B



EXPENSES

Significant variations to budget for December were:

Personnel services	\$90,885	15.87%	Three payrolls during month
Professional services	(\$11,630)	(37.80%)	Few legal invoices
Other contractual services	(\$56,954)	(53.12%)	Few contractual invoices
Utility services	(\$23,628)	(52.01%)	Low electricity and natural gas usage
Promotional activities	(\$14,640)	(64.40%)	Limited activities
Operating supplies	(\$16,132)	(44.99%)	Low supply costs
Repairs & maintenance	(\$12,846)	(72.64%)	Minimal repair costs for month
Small Equipment	\$37,956	479.44%	Foam test system for ARFF vehicles

STATEMENT OF NET ASSETS

Significant variations to prior month were:

Cash and Cash Equivalents – Cash and Cash Equivalents increased by \$2.1MM due to receipt of Federal funding.

Grants Receivable – Grants Receivable increased by \$1.3MM due to the airfield redevelopment and south apron construction projects.

Construction in Progress – Construction in Progress increased by \$3.6MM due to the airfield redevelopment, terminal design and south apron construction projects.

Property and Equipment, Net – Property and Equipment, Net decreased by \$439K due to depreciation.

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

<u>Institution:</u>	<u>Interest Rate</u>	<u>Investment Amount</u>	<u>Monthly Interest</u>
Bank of America - Operating Account	0.80%	\$ 10,045,416	1,694
NC Capital Management Trust - Cash Portfolio		484,058	6
NC Capital Management Trust - Term Portfolio		0	0
Petty Cash		200	
 <u>Restricted Cash:</u>			
BNY Mellon		852,901	
Bank of America - PFC Revenue Account	0.80%	9,152,078	1,549
NC Capital Management Trust - Term Port - PFC		0	0
 Total		 <u>\$ 20,534,653</u>	 <u>\$ 3,249</u>

Investment Diversification:

Banks	98%
NC Capital Management Trust	2%
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 December 31, 2020**

	Current Month	Prior Period
Cash and Investments Beginning of Period	\$ 18,382,144	\$ 22,022,231
Net Income/(Loss) Before Capital Contributions	4,212,138	531,703
Depreciation	439,431	439,430
Decrease/(Increase) in Receivables	(1,084,064)	(38,167)
Increase/(Decrease) in Payables	(66,831)	(8,920,271)
Decrease/(Increase) in Prepaid Expenses	-	-
Decrease/(Increase) in Fixed Assets	(3,616,380)	(1,014,145)
Principal Payments of Bond Maturities	-	-
Capital Contributions	2,268,215	5,361,363
Fund Balance Adjustment - Forfeiture funds	-	-
Increase(Decrease) in Cash	2,152,509	(3,640,087)
Cash and Investments End of Period	\$ 20,534,653	\$ 18,382,144

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

	<u>Current Month</u>	<u>Last Month</u>
<u>ASSETS</u>		
Current Assets:		
Unrestricted Net Assets:		
Cash and Cash Equivalents	\$10,529,674	\$8,668,116
Investments	0	0
Accounts Receivable	915,907	1,182,254
Passenger Facility Charges Receivable	200,000	250,000
Refundable Sales Tax Receivable	93,667	76,201
Grants Receivable	2,013,950	631,005
Prepaid Expenses	1,052,702	1,052,702
Total Unrestricted Assets	<u>14,805,900</u>	<u>11,860,278</u>
Restricted Assets:		
Cash and Cash Equivalents	10,004,979	9,714,028
Total Restricted Assets	<u>10,004,979</u>	<u>9,714,028</u>
Total Current Assets	<u>24,810,879</u>	<u>21,574,307</u>
Noncurrent Assets:		
Construction in Progress	118,471,840	114,855,460
Net Pension Asset - LGERS	(1,239,231)	(1,239,231)
Benefit Payment - OPEB	78,015	78,015
Contributions in Current Year	799,995	799,995
Property and Equipment - Net	66,671,291	67,110,722
Total Noncurrent Assets	<u>184,781,910</u>	<u>181,604,961</u>
	<u>\$209,592,789</u>	<u>\$203,179,268</u>
<u>LIABILITIES AND NET ASSETS</u>		
Current Liabilities:		
Payable from Unrestricted Assets:		
Accounts Payable & Accrued Liabilities	(\$26,021)	(\$32,845)
Customer Deposits	12,785	12,785
Unearned Revenue	61,677	167,900
Unearned Revenue - Constr	0	0
Construction Contracts Payable	0	0
Construction Contract Retainages	1,520,209	1,520,209
Revenue Bond Payable - Current	1,315,000	1,315,000
Interest Payable	195,399	162,832
Total Payable from Unrestricted Assets	<u>3,079,049</u>	<u>3,145,881</u>
Total Current Liabilities	<u>3,079,049</u>	<u>3,145,881</u>
Noncurrent Liabilities:		
Pension Deferrals - OPEB	287,535	287,535
Other Postemployment Benefits	1,198,974	1,198,974
Compensated Absences	461,562	461,562
Net Pension Obligation-LEO Special Separation Allowance	439,521	439,521
Revenue Bond Payable - Noncurrent	14,990,000	14,990,000
Total Noncurrent Liabilities	<u>17,377,592</u>	<u>17,377,592</u>
Total Liabilities	<u>20,456,641</u>	<u>20,523,473</u>
Net Assets:		
Invested in Capital Assets	168,838,131	165,661,182
Restricted	10,004,979	9,714,028
Unrestricted	10,293,038	7,280,584
Total Net Assets	<u>189,136,148</u>	<u>182,655,795</u>
	<u>\$209,592,789</u>	<u>\$203,179,268</u>



Income Statement

Through 12/31/20

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	21,889.17	129,737.99	130,531.50	(793.51)	261,063.00	131,325.01
Terminal space rentals - airline	126,042.24	739,337.93	976,325.00	(236,987.07)	1,952,650.00	1,213,312.07
Landing fees	71,749.38	446,587.30	422,829.00	23,758.30	845,658.00	399,070.70
Concessions	27,321.92	201,140.58	258,837.00	(57,696.42)	517,674.00	316,533.42
Auto parking	191,105.14	1,095,113.34	1,759,532.50	(664,419.16)	3,519,065.00	2,423,951.66
Rental car - car rentals	132,316.90	1,028,046.66	924,247.00	103,799.66	1,848,494.00	820,447.34
Rental car - facility rent	52,004.87	260,024.35	330,779.00	(70,754.65)	661,558.00	401,533.65
Commerce ground transportation	10,365.17	49,641.88	109,785.50	(60,143.62)	219,571.00	169,929.12
FBOs	91,137.28	459,561.48	522,499.00	(62,937.52)	1,044,998.00	585,436.52
Building leases	9,965.58	59,731.14	59,668.50	62.64	119,337.00	59,605.86
Land leases	9,669.34	55,822.10	36,392.50	19,429.60	72,785.00	16,962.90
Other leases and fees	19,807.63	121,869.70	121,900.00	(30.30)	243,800.00	121,930.30
<i>Operating revenues Totals</i>	\$763,374.62	\$4,646,614.45	\$5,653,326.50	(\$1,006,712.05)	\$11,306,653.00	\$6,660,038.55
<i>Non-operating revenue and expense</i>						
Customer facility charges	94,150.25	751,859.00	700,000.00	51,859.00	1,400,000.00	648,141.00
Passenger facility charges	97,251.51	718,970.62	1,075,000.00	(356,029.38)	2,150,000.00	1,431,029.38
Cares Act grant	4,707,617.36	7,256,481.15	.00	7,256,481.15	.00	(7,256,481.15)
Interest revenue	3,248.83	13,475.50	50,000.00	(36,524.50)	100,000.00	86,524.50
Interest expense	(32,566.49)	(195,398.94)	.00	(195,398.94)	.00	195,398.94
Reimbursable cost expenses	.00	4,645.97	.00	4,645.97	.00	(4,645.97)
Gain or loss on disposal of assets	.00	90,000.00	.00	90,000.00	.00	(90,000.00)
P-card rebate	.00	4,517.13	.00	4,517.13	.00	(4,517.13)
<i>Non-operating revenue and expense Totals</i>	\$4,869,701.46	\$8,644,550.43	\$1,825,000.00	\$6,819,550.43	\$3,650,000.00	(\$4,994,550.43)
Capital contributions	2,268,215.44	13,642,343.51	.00	13,642,343.51	.00	(13,642,343.51)
<i>Operating expenses</i>						



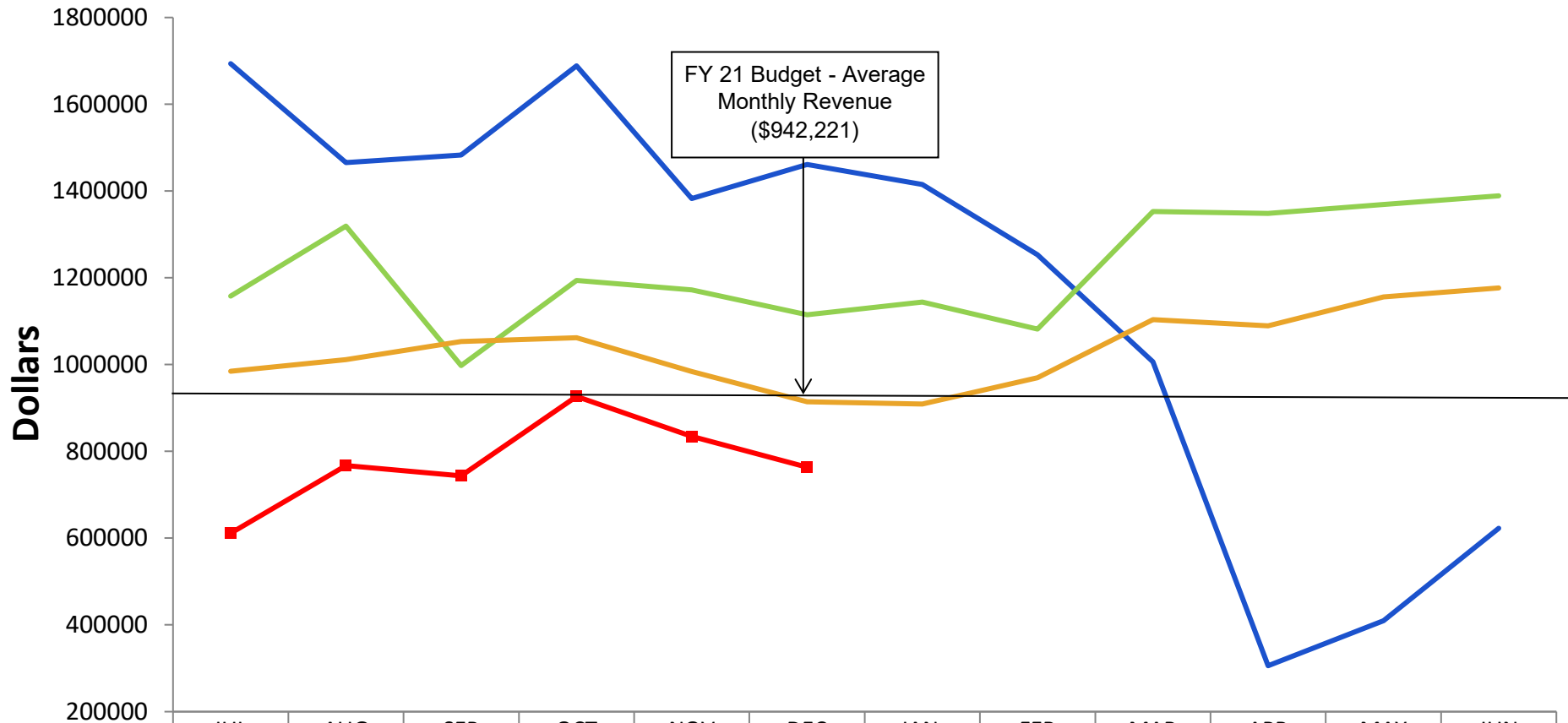
Income Statement

Through 12/31/20

Summary Listing

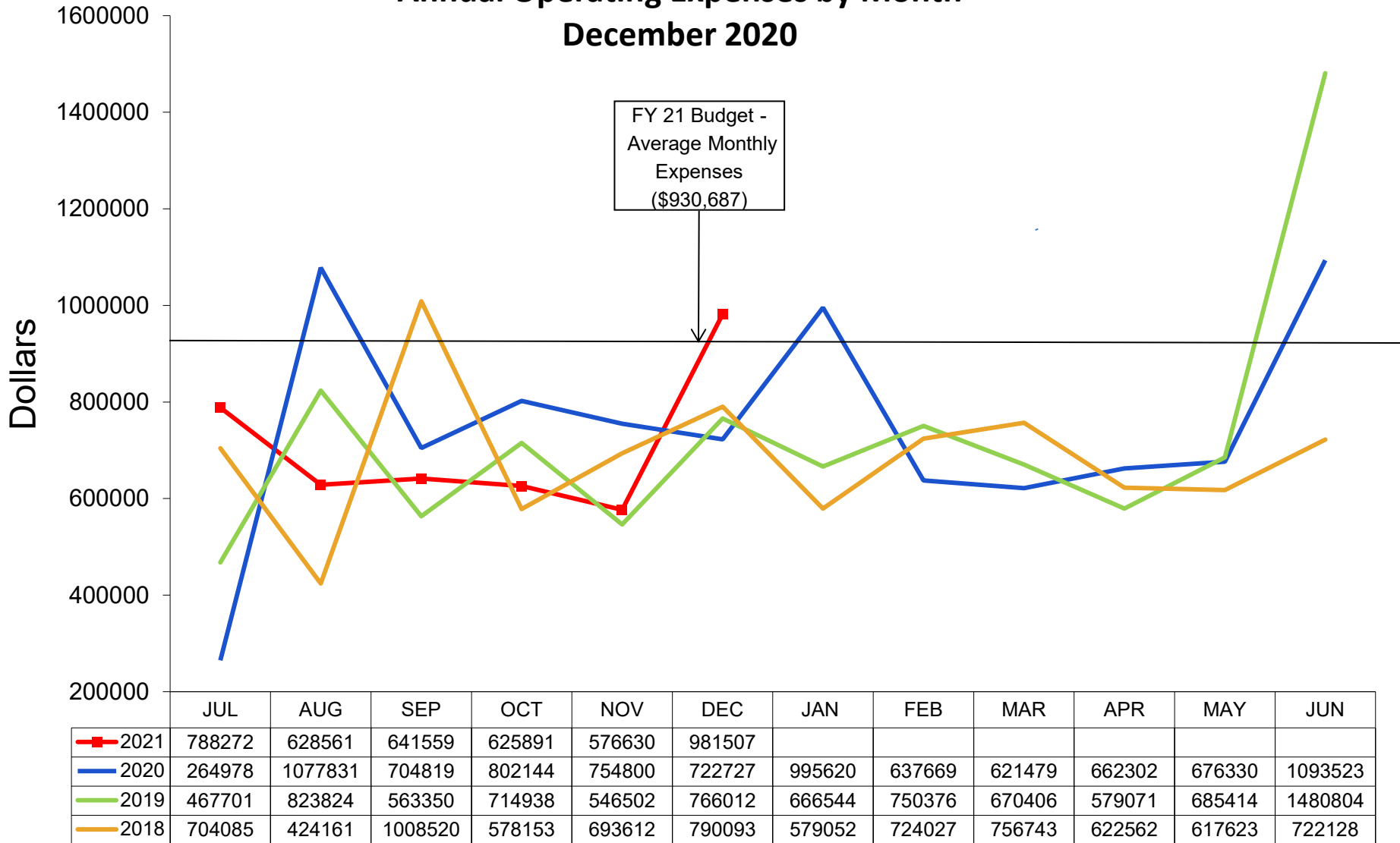
Classification	MTD Actual Amount	YTD Actual Amount	YTD Budget Amount	YTD Variance	Annual Budget Amount	Budget Less YTD Actual
Personnel services	663,675.87	2,803,877.68	3,436,746.00	(632,868.32)	6,873,492.00	4,069,614.32
Professional services	19,140.35	169,708.93	184,625.00	(14,916.07)	369,250.00	199,541.07
Other contractual services	50,260.91	345,307.01	643,287.50	(297,980.49)	1,286,575.00	941,267.99
Travel and training	1,352.95	7,380.73	59,760.00	(52,379.27)	119,520.00	112,139.27
Communiations	4,178.17	28,308.32	28,770.00	(461.68)	57,540.00	29,231.68
Utility services	21,798.18	149,565.32	272,558.50	(122,993.18)	545,117.00	395,551.68
Rentals and leases	1,275.79	7,696.60	7,630.00	66.60	15,260.00	7,563.40
Insurance	135,444.27	392,677.74	436,169.00	(43,491.26)	466,169.00	73,491.26
Advertising, printing and binding	79.43	864.67	6,415.00	(5,550.33)	12,830.00	11,965.33
Promotional activities	8,091.37	32,356.70	136,387.50	(104,030.80)	272,775.00	240,418.30
Other current charges and obligations	3,223.89	18,306.91	34,050.00	(15,743.09)	68,100.00	49,793.09
Operating supplies	19,721.93	94,336.59	215,126.50	(120,789.91)	430,253.00	335,916.41
Publications, subscriptions, memberships, etc.	2,553.50	52,255.11	39,754.00	12,501.11	79,508.00	27,252.89
Repairs and maintenance	4,837.59	67,322.83	106,100.00	(38,777.17)	212,200.00	144,877.17
Small equipment	45,872.69	62,498.31	47,500.00	14,998.31	95,000.00	32,501.69
Contingency	.00	.00	50,000.00	(50,000.00)	100,000.00	100,000.00
Emergency repairs	.00	9,956.79	25,000.00	(15,043.21)	50,000.00	40,043.21
Business development	.00	.00	150,000.00	(150,000.00)	300,000.00	300,000.00
<i>Operating expenses Totals</i>	<i>\$981,506.89</i>	<i>\$4,242,420.24</i>	<i>\$5,879,879.00</i>	<i>(\$1,637,458.76)</i>	<i>\$11,353,589.00</i>	<i>\$7,111,168.76</i>
<i>Depreciation</i>						
Depreciation	439,431.00	2,636,586.00	.00	2,636,586.00	.00	(2,636,586.00)
<i>Depreciation Totals</i>	<i>\$439,431.00</i>	<i>\$2,636,586.00</i>	<i>\$0.00</i>	<i>\$2,636,586.00</i>	<i>\$0.00</i>	<i>(\$2,636,586.00)</i>
Grand Totals						
REVENUE TOTALS	7,901,291.52	26,933,508.39	7,478,326.50	19,455,181.89	14,956,653.00	(11,976,855.39)
EXPENSE TOTALS	1,420,937.89	6,879,006.24	5,879,879.00	999,127.24	11,353,589.00	4,474,582.76
Grand Total Net Gain (Loss)	\$6,480,353.63	\$20,054,502.15	\$1,598,447.50	\$18,456,054.65	\$3,603,064.00	\$16,451,438.15

ASHEVILLE REGIONAL AIRPORT Annual Operating Revenue by Month December 2020



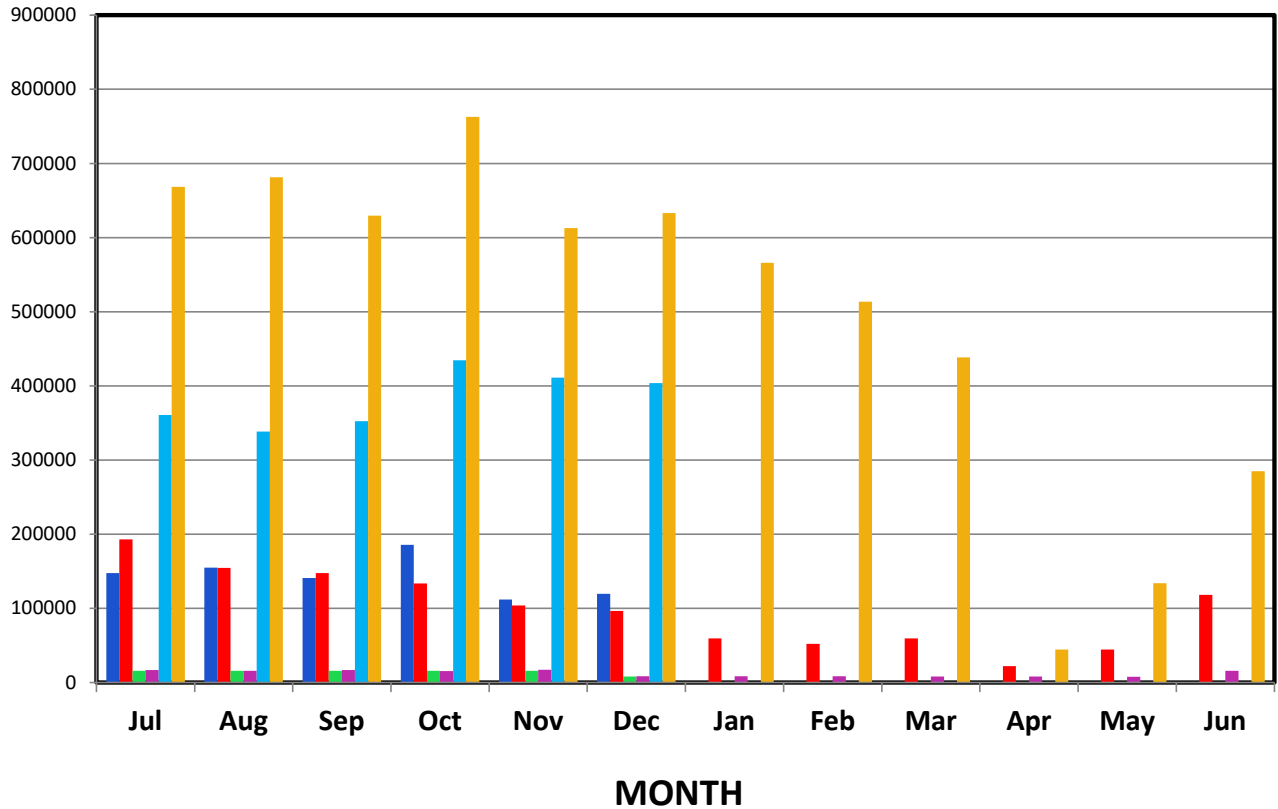
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2021	611290	767485	743365	926512	834587	763375						
2020	1693639	1465826	1482983	1688471	1382894	1461166	1414955	1253245	1006396	305847	409453	622404
2019	1157880	1319448	997702	1193707	1171956	1114742	1144401	1081933	1352795	1348310	1369108	1388974
2018	984749	1011431	1052878	1062064	984291	914297	909078	969671	1103476	1089449	1155693	1176670

ASHEVILLE REGIONAL AIRPORT Annual Operating Expenses by Month December 2020



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

**G
A
L
L
O
N
S**

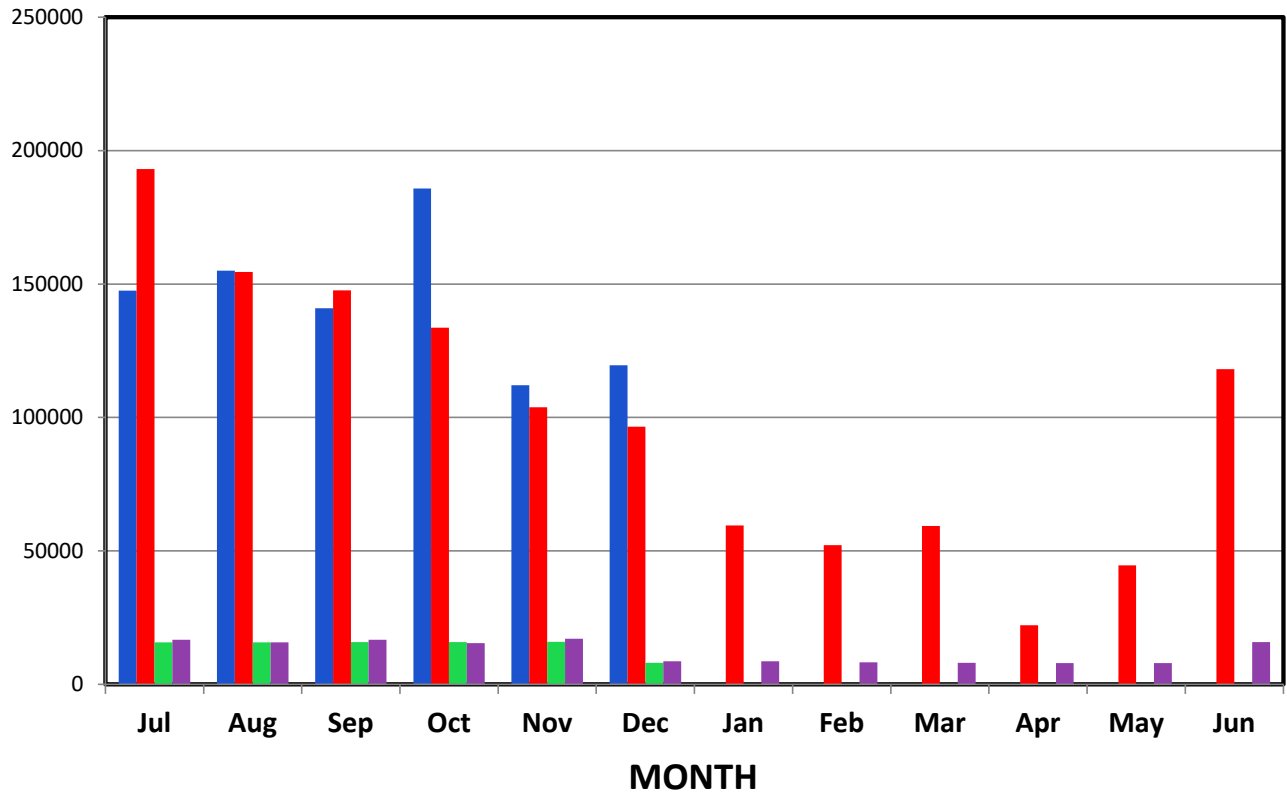


■ Jet A - FY21
■ Jet A - FY20
■ 100LL - FY21
■ 100LL - FY20
■ Airline - FY21
■ Airline - FY20

Jet A - 112,040 Gallons
 100LL - 15,909 Gallons
 Airline - 411,308 Gallons

**ASHEVILLE REGIONAL AIRPORT
GENERAL AVIATION FUEL SALES - GALLONS
December 2020**

**G
A
L
L
O
N
S**



Jet A - 112,040 Gallons
100LL - 15,909 Gallons

Design Phase

Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 02/01/2021)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 02/01/2021)	Start Date	End Date	Current Project Status (as of 02/01/2021)
1	Airfield Re-Development Project	Budget for the complete project				\$64,100,000.00	\$50,900,000.00		\$115,000,000.00	65.0%	\$74,747,689			All Engineer contracts, completed construction contracts and expenses will be inclusive of budget.
1A	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%	<i>(Overall total included in above number)</i>	96.0%	\$1,402,243	Aug-19	May-21	Phase IV Project Management continues.
1B	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%	<i>(Overall total included in above number)</i>	61%	\$904,395	Aug-19	May-21	Phase IV Project Management continues.
1C	Airfield Re-Development Project	New Runway Design Vol3	AVCON	\$99,271.00	N/A	N/A	\$0.00	0.00%	<i>(Overall total included in above number)</i>	60.0%	\$59,563	Aug-19	May-21	Phase IV Project Management continues.
1D	Airfield Re-Development Project	Miscellaneous and Administrative Expenses			N/A	N/A	\$0.00	0.0%	<i>(Overall total included in above number)</i>	0.0%	\$4,042,174	Jan-13	May-21	Miscellaneous Administrative Expenses, Reimbursable Agreement and Land Acquisition
2	Apron Expansion South	Terminal apron to be expanded and added for aircraft use.	Parrish and Partners	\$821,196.00	N/A	N/A	\$575,702.00	19.3%	\$1,396,898.00	75.5%	\$1,055,328	Nov-18	Jun-21	Project Management in process.
3	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	23.9%	\$3,015,188	Nov-19	Dec-21	Schematic Design for Terminal Building continues with CMR engagement.
4	Terminal Building Renovations	Pre-Construction CMR	Hensel Phelps	\$1,088,270.00	N/A	N/A	\$0.00	0.0%	\$1,088,270.00	0.0%	\$0	Dec-20	Dec-21	CMR Pre-Construction phase services.

Construction Phase

Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 02/01/2021)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 02/01/2021)	Start Date	End Date	Current Project Status (as of 02/01/2021)
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	67.4%	\$14,979,333	Apr-20	May-21	NAVAIDS, basin fill and temporary runway conversion continues.
2	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	39.4%	\$3,713,490	Sep-19	Jun-21	Lower retain wall is near completion as earthwork continues. Apron work scheduled for February.

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