

**REGULAR MEETING  
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY  
September 8, 2023**

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, September 8, 2023 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:** Brad Galbraith, Chair; Britt Lovin, Vice-Chair; Carl H. Ricker, Jr.; Susan Russo Klein; Nathan Kennedy; and Laura B. Leatherwood

**MEMBERS ABSENT:** None

**STAFF AND LEGAL COUNSEL PRESENT:** Cindy Rice, Authority Legal Counsel; Lew Bleiweis, President & CEO ("president"); Michael Reisman, Chief Operating Officer; Tina Kinsey, VP - Marketing, Public Relations and Air Service Development; Janet Burnette, Chief Financial Officer; Shane Stockman, VP – Information Technology; John Coon, VP - Operations and Maintenance; Christina Madsen, VP – Business Development and Properties; Jared Merrill, VP – Planning; Samuel Sales, Chief of Public Safety; Angela Wagner, VP - Administration and Human Resources; Bruce Blackwell, Operations Specialist; and Ellen Heywood, Clerk to the Board

**ALSO PRESENT:** James Moose, Avcon, Inc.; Amanda Sheridan, McFarland Johnson; Bob Overby, McFarland Johnson; Chris Pair

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

**BOARD MEMBER INTRODUCTION:** The Chair shared information about his background and family, his relocation and career in Asheville, and his pleasure in serving on the Board.

**EMPLOYEE RECOGNITIONS:** The Chair recognized Bruce Blackwell with a service award and gift for his 10 years of service with the Authority.

The Chair recognized Ellen Heywood with a service award and gift for her 15 years of service with the Authority.

**PRESENTATIONS:** None

**FINANCIAL REPORT:** The president delivered a review of enplanements, aircraft operations, and general aviation activity for the month of July. Janet Burnette reported on the financial activity for the month of July.

**CONSENT ITEMS:** The Chair stated that Consent Item D, Approval of the Greater Asheville Regional Airport Authority August 11, 2023 Closed Session Minutes, would be pulled for review in Closed Session.

**A. Approval of the Greater Asheville Regional Airport Authority August 11, 2023 Regular Meeting Minutes:**

**B. Approval of Amendment to the FY23/24 Budget for Capital Carry-Over:**

**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, 2024:

**Section 1.** To amend the appropriations as follows:

**EXPENDITURES:**

	<u>Decrease</u>	<u>Increase</u>
Administrative Department	\$576,657	
Planning Department		\$42,258
Executive Department		\$69,555
Finance Department		\$35,204
Guest Services Department		\$25,587
Information Technology Department		\$56,616
Marketing Department		\$29,188
Operations Department		\$162,856
Properties Department		\$13,864
Public Safety Department		\$141,529
Carry-over Capital Expenditures		\$128,806,726
Totals	\$576,657	\$129,383,383

This will result in a net increase of \$128,806,726 in the appropriations. Revenues will be revised as follows:

**REVENUES:**

	<u>Decrease</u>	<u>Increase</u>
Federal AIP Funds		\$1,045,959
Transfer from GARAA Cash		\$127,760,767
Totals		\$128,806,726

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

Adopted this 8th day of September, 2023.

\_\_\_\_\_  
Brad Galbraith, Chair

Attested by:

\_\_\_\_\_  
Ellen Heywood, Clerk to the Board

**C. Approve Grant of Easement to Duke Energy Carolinas, LLC, a North Carolina LLC, for Electrical Service:**

Ms. Russo Klein moved to approve Consent Items A through C. Dr. Leatherwood seconded the motion and it carried unanimously.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**A. Preliminary Approval of Authority's Amended Ordinance No. 202301 Adopting Rules and Regulations of the Asheville Regional Airport:**

Low Bleiweis reminded the Board that Ordinance No. 202301 was updated and adopted by the Board on June 9, 2023. Since that adoption, the terminal construction project has resulted in changes in how the airlines operate necessitating an amendment to the ordinance primarily with added definitions, updates to operational requirements and updates to fines associated with certain penalties. The president stated that the ordinance must be

available for public inspection for a minimum of 10 days followed by a public hearing prior to adoption by the Board.

The president updated the Board on some of the issues that have been occurring at the airport that affect the passenger experience and informed the Board that a conversation was held the previous day with the chair for the airline affairs committee. The airline affairs committee chair would like to try to work with the airport to determine if there are other ways to accomplish what needs to be done and to comply with operational requirements without enacting the amended ordinance. The president has informed the airline affairs committee chair that adoption of the amended ordinance can be held off to give the airlines time to comply with requirements. The president stated that he would provide an update at the next Board meeting and give a recommendation on whether the amended ordinance should be adopted, an extension of time granted to the airlines, or to not move forward with the adoption.

A brief discussion ensued on the ordinance being used as a tool to enforce airline operational compliance, the proposed fines and penalties, and the purpose of the amended ordinance to gain the attention of the airline corporate folks to ensure operational improvements so that passengers are not affected by the airlines' operational constraints.

Mr. Ricker moved to accept the introduction of and approve Amended Ordinance No. 202301 of the Asheville Regional Airport, schedule a public hearing and accept public comment on proposed Amended Ordinance 202301 of the Greater Asheville Regional Airport Authority, and following the minimum ten-day period for public comment and the public hearing, plan to adopt the revised Ordinance establishing the updated Rules and Regulations for the Asheville Regional Airport. Mr. Kennedy seconded the motion and it carried unanimously.

**PRESIDENT'S REPORT:** The president stated that he had a few additional items to address that were not included on the agenda.

**A. Air Stairs:** The president reported that staff has been working with Ms. Rice to compose an agreement that protects the Authority against any liability from the airlines' use of airport-owned air stairs.

**B. FAA Rankings:** The FAA has released their rankings of the 500+ airports in the country based on enplanements and Asheville has moved from 104 to 101 on the list.

**C. Runway 5k:** The airport has been a sponsor on WLOS and commercials advertising the runway 5k will be shown on television. The president welcomed the Board to attend the runway 5k to be held on October 7<sup>th</sup>.

**D. TSA Report:** The president summarized a report received from the Federal Security Director for TSA in Charlotte that detailed the recent volumes at Asheville's security checkpoint.

**E. Talking Points:** A copy of talking points for AVL Forward was provided to Board Members for their response to questions raised by community members.

**F. Master Plan Project:** The president commented that an update of the Master Plan project would be presented at the October Board meeting. A meeting will be held on October 26<sup>th</sup> for the community to express any comments or concerns regarding the airport Master Plan.

**G. Airports Council International Board Duties:** The president stated that his position on the ACI Board of Directors is nearing an end, however, he was asked to continue serving in his role on the ACI World Board for another year. After a conversation held with the Authority Board Chair, the president committed to serving one more year on ACI's World Board.

**H. Board Member Parking:** John Coon shared parking options for Board Members due to the closure of the Authority's parking lot for construction of the terminal project. The president stated that the administration offices were moving to 134 Wright Brothers Way on September 21<sup>st</sup> and that beginning with the October 13<sup>th</sup> meeting, Board meetings will be held in Council Chambers at Fletcher Town Hall.

**INFORMATION SECTION:** No comments

**PUBLIC AND TENANTS COMMENTS:** None

**CALL FOR NEXT MEETING:** The Chair stated that the next regular meeting of the Board will be held on October 13, 2023 at Council Chambers, Fletcher Town Hall.

**AUTHORITY MEMBER REPORTS:** None

**CLOSED SESSION:** At 9:17 a.m. Ms. Russo Klein 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 an Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Authority in Negotiations. Mr. Ricker seconded the motion and it carried unanimously.

The Chair indicated they would break for a few minutes at which time the Board would resume in Closed Session.

Open Session resumed at 10:59 a.m.

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY SEPTEMBER 8, 2023**

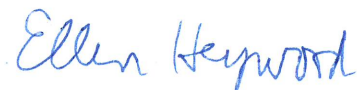
**CLOSED SESSION MINUTES:** Ms. Russo Klein moved to seal the minutes for the Closed Session just completed and to withhold such Closed Session minutes from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Mr. Lovin seconded the motion and it carried unanimously.

**APPROVAL OF THE GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY**

**AUGUST 11, 2023 CLOSED SESSION MINUTES:** Ms. Russo Klein moved to approve the minutes for the Greater Asheville Regional Airport Authority August 11, 2023 Closed Session and to seal and withhold the minutes for the August 11, 2023 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.

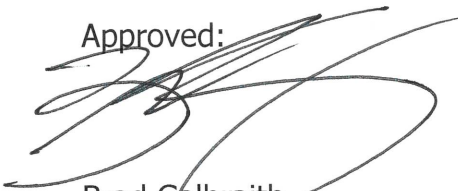
**ADJOURNMENT:** Ms. Russo Klein moved to adjourn the meeting at 11:01 a.m. Mr. Lovin seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood  
Clerk to the Board

Approved:



Brad Galbraith  
Chair