

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

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, December 8, 2023 at 8:30 a.m. in Council Chambers at the Fletcher Town Hall, 300 Old Cane Creek Road, Fletcher, NC 28732.

MEMBERS PRESENT: Brad Galbraith, Chair; Britt Lovin, Vice-Chair; Carl H. Ricker, Jr.; Nathan Kennedy; and Laura B. Leatherwood

MEMBERS ABSENT: Susan Russo Klein; and Gene O. Bell

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; and Ellen Heywood, Clerk to the Board

ALSO PRESENT: Amanda Sheridan, McFarland Johnson; Bob Overby, McFarland Johnson; Sabrina Rockoff, McGuire, Wood & Bisette; Nic Adams, Boldyn Networks

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

RECOGNITION OF SERVICE AWARD: The Chair and president recognized Cindy Rice and her firm Patla, Straus, Robinson and Moore for their representation of the Authority over the years and stated that this would be the last Board meeting with Ms. Rice. The Board thanked Ms. Rice for her hard work over the past 9 years and wished her well.

PRESENTATIONS: None.

FINANCIAL REPORT: The president delivered a review of enplanements, aircraft operations, and general aviation activity for the month of October. Janet Burnette reported on the financial activity for the month of October. The president also provided the Board with a chart summarizing total revenue and expenses from 2008 through the present.

CONSENT ITEMS: The Chair stated that Consent Item B, Approval of the Greater Asheville Regional Airport Authority November 17, 2023 Closed Session Minutes, would be pulled for review in Closed Session.

A. Approval of the Greater Asheville Regional Airport Authority November 17, 2023 Regular Meeting Minutes: Dr. Leatherwood moved to approve the Greater Asheville Regional Airport Authority November 17, 2023 Regular Meeting Minutes. Mr. Ricker seconded the motion and it carried unanimously.

OLD BUSINESS: The president stated that staff continues to work with the airlines on some of the operational issues experienced at the airport. Staff will bring the Rules and Regulations Ordinance back to the Board for final approval at some point in the future.

NEW BUSINESS:

A. Award of Contract to Tarheel Paving and Asphalt Company, Inc. for the Reconstruction and Improvements to the Fuel Farm Road and Perimeter Road: Jared Merrill stated that repairs are needed to the perimeter road to the fuel farm. The project had been included in the prior year fiscal budget, however, it was postponed until Duke Energy completed their work in Area 1. After summarizing the improvements to be made, Mr. Merrill informed the Board that two proposals to complete the work were received with Tarheel Paving and Asphalt Company, Inc. submitting the lower proposal. The cost to complete the project was \$228,522.00 with a construction allowance of \$20,000.00 for a total project cost of \$248,522.00. Mr. Merrill stated that airport funds will be used to pay for the project and were carried over into the current budget from the previous year.

Mr. Ricker moved to approve the contract with Tarheel Paving and Asphalt Company, Inc. in the amount of \$228,522.00 and an allowance of \$20,000.00 for a total project budget of \$248,522.00 and authorize the President & CEO to execute the necessary documents. Dr. Leatherwood seconded the motion and it carried unanimously.

B. Approval of a Concession Agreement and Lease with Boldyn Networks US, IV, LLC. and the Greater Asheville Regional Airport Authority: Christina Madsen introduced Nicholas Adams with Boldyn Networks US, IV, LLC ("Boldyn Networks") and shared some background information on Boldyn Networks. Mrs. Madsen stated that a Request for Proposals was issued for a Cellular Carrier Neutral Host Distributed Antenna System ("NH-DAS") at the airport and four proposals were received. Boldyn Networks was designated by the selection committee as the top-ranking firm.

Boldyn Networks will design, finance, construct and operate the NH-DAS for an initial term of 15 years with two five-year options to renew. Mrs. Madsen reviewed the minimum investment to be made by Boldyn Networks to install the NH-DAS as well as the minimum annual guarantee and revenue sharing terms.

The Board Chair questioned the effective date of the agreement. Mrs. Madsen stated that the lease term would be effective upon completion of the south concourse in approximately 2027.

Mr. Kennedy moved to approve the agreement as presented by staff with Boldyn Networks, US IV, LLC. and authorize the President & CEO to execute the necessary documents. Dr. Leatherwood 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. Washington, DC Updates: The president mentioned that he recently met with legislators and trade association folks while in Washington, DC. The president stated that while the House passed an FAA Authorization bill in July, the bill remains in limbo in the Senate, and it is not expected to move until 2024. The president highlighted the issues of concern by the committee overseeing the FAA as the reasons for the postponement of the bill.

B. AVL Forward: The president was pleased to report that Asheville's Marketing team won an award for Best Public Relations Program among Small Airports in North America through Airports Council International for the AVL Forward marketing campaign.

C. Thanksgiving Parking: The new Shuttle Lot South was opened with 500 parking spaces in time for the Thanksgiving holiday. Over the holiday weekend, all parking lots were filled to capacity, and it was necessary to open the three remote parking lots in the north general aviation area. With the continued increase in utilization of the parking lots, the president stated that he has directed staff to work with the Authority's consultants on a scope and fee to design a second parking garage. This will be brought to the Board for consideration at a later date. The president further stated that the parking guidance system in the garage is in the process of being commissioned and will be functioning by the end of December.

D. Legislative Breakfast: A legislative breakfast is being planned in Asheville for the president to provide an update on the airport. The event is planned for February 5th and invitations will be sent out to state legislators and local officials later in the month.

E. Org Chart Update: The president stated that with the upcoming retirement of Mike Reisman in June, a firm has been engaged to assist with a replacement for his position as Chief Operations Officer. The org chart is also being restructured to include a Chief Administrative Officer ("CAO") position to spread the workload of senior management. The new CAO position will be brought to the Board in the FY2025 budget and become effective July 1, 2024. The president requested the Board's feedback to ensure the search firm has been engaged appropriately. The Board was appreciative of the forward-thinking strategy and fully supportive of building the team.

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 January 19, 2024 at Council Chambers, Fletcher Town Hall. The meeting may not be necessary, and the Board would be notified if the meeting was cancelled.

AUTHORITY MEMBER REPORTS: None

CLOSED SESSION: At 9:14 a.m. Mr. Lovin 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 an Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Authority in Negotiations; and to consider personnel matters. 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 10:20 a.m.

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CLOSED SESSION MINUTES: Mr. Lovin 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. Dr. Leatherwood seconded the motion and it carried unanimously.

APPROVAL OF THE GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY

NOVEMBER 17, 2023 CLOSED SESSION MINUTES: Mr. Lovin moved to approve the minutes for the Greater Asheville Regional Airport Authority November 17, 2023 Closed Session Parts A and B, and to seal and withhold the minutes for the November 17, 2023 Closed Session Parts A and B from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Mr. Kennedy seconded the motion and it carried unanimously.

PRESIDENT & CEO SEVERANCE PACKAGE: Dr. Leatherwood moved to change the timeline for the President & CEO's severance package from 90 days to 12 months in the event of termination without a cause. Mr. Lovin seconded the motion and it carried unanimously.

ADJOURNMENT: Mr. Lovin moved to adjourn the meeting at 10:22 a.m. Mr. Kennedy seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood
Clerk to the Board

Approved:



Brad Galbraith
Chair