

AGENDA
Greater Asheville Regional Airport Authority Special Meeting
Friday, August 21, 2015, 8:30 A.M.
Conference Room at Administrative Offices

- I. Present Service Award:
 - A. Sherman Stark – 10 Years
- II. Hear and Receive Financial Report ([document](#)).
- III. Approve the Greater Asheville Regional Airport Authority June 12, 2015 Regular Meeting Minutes ([document](#)).
- IV. Approve the Greater Asheville Regional Airport Authority June 12, 2015 Closed Session Minutes Part A and Part B.
- V. Receive and Approve Purchase of Equipment and Services Associated with Parking Operations ([document](#)).
- VI. Receive and Approve Amendment No. 1 to Scope of Services No. 14 with Avcon Engineers and Planners, Inc. ([document](#)).
- VII. Receive and Approve Scope of Services No. 17 with Avcon Engineers and Planners, Inc. ([document](#)).
- VIII. Receive and Approve a Work Order with Duke Energy Progress ([document](#)).
- IX. Receive Director's Report.
- X. Consider Reports about the Following:
 - A. June 2015 Traffic Reports ([document](#)).
 - B. June 2015 Monthly Financial Reports ([document](#)).
 - C. August 2015 Development/Project Status Report ([document](#)).
 - D. Airport Facilities Review for 2nd Quarter ([document](#)).
- XI. Hear Public Comments.
- XII. Call for Next Meeting.

XIII. Consider Authority Member Report:

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

XIV. Hold a Closed Session or Sessions pursuant to Subsection 143-318.11(a)(3), (4) and (6) of the General Statutes of North Carolina, in Order to Consult with Legal Counsel 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 Authority, Including Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Authority in Negotiations, and to Consider Personnel Matters.

XV. Adjournment.

**Asheville Regional Airport
Executive Summary
June-15**

AIRPORT ACTIVITY

	Month	Variance to Prior Year	Calendar Year to Date	Variance to Prior Year
Passenger Enplanements	40,167	8.1%	180,405	8.3%
Aircraft Operations				
Commercial	1,571	2.2%	6,891	(4.6%)
Scheduled Flights	621	1.0%		
Flight Cancellations	12			
Seats	47,618	10.7%	228,369	9.2%
Load Factor	84.4%	(2.4%)	79.0%	(0.9%)
General Aviation	3,726	(5.0%)	18,298	(16.0%)
Military	555	8.8%	2,903	(5.5%)

FINANCIAL RESULTS

	Month	Variance to Budget	Fiscal Year to Date	Variance to Budget
Operating Revenues	\$ 1,262,564	57.9%	\$ 9,867,546	15.4%
Operating Expenses	653,359	(33.2%)	7,072,617	(13.4%)
Net Operating Revenues before Depreciation	<u>\$ 609,205</u>	(441.1%)	<u>\$ 2,794,929</u>	627.8%
Net Non-Operating Revenues	<u>\$ 297,257</u>	9.0%	<u>\$ 2,802,657</u>	21.1%
Grants:				
FAA AIP Grants	\$ 570,597		\$ 10,894,808	
NC Dept of Transportation Grants	1,125,783		1,125,783	
Total	<u>\$ 1,696,380</u>		<u>\$ 12,020,591</u>	

CASH

Restricted	\$ 4,034,337
Designated for O&M Reserve	3,881,467
Designated for Emergency Repair	650,000
Unrestricted, Undesignated	13,729,006
Total	<u>\$ 22,294,810</u>

RECEIVABLES PAST DUE

	Total	1-30 Days	31-60 Days	Over 60 Days
Advertising Customers	6,165	4,490	-	1,675
Delta Airlines	9,570	-	8,395	1,175
DOTFAA	11,073	148	10,890	35
Enterprise	1,000	-	-	1,000
US Air	282	234	48	-
Worldwide	965	260		705
Miscellaneous	16,245	14,101	1,149	995
Total	<u>\$ 45,300</u>	<u>\$ 19,233</u>	<u>\$ 20,482</u>	<u>\$ 5,585</u>
% of Total Receivables	<u>8.96%</u>			

Note: Excludes balances paid subsequent to month-end.

REVENUE BONDS PAYABLE

Rental Car Facilities Taxable Revenue Bond, Series 2007	
Original Amount	\$ 4,750,000
Current Balance	\$ 1,589,996

CAPITAL EXPENDITURES

Annual Budget	\$ 26,791,374
Year-to-Date Spending	\$ 12,902,886

REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
June 12, 2015

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, June 12, 2015 at 8:30 a.m. in the Conference Room at the Authority's Administrative Offices, Asheville Regional Airport ("Airport"), 61 Terminal Drive, Suite 1, Asheville, NC 28732.

MEMBERS PRESENT: Robert C. Roberts, Chair; K. Ray Bailey, Vice-Chair; Jeffrey A. Piccirillo; Andrew T. Tate; William L. Moyer; Matthew C. Burrell; and Stephanie Brown

MEMBERS ABSENT: None

STAFF AND LEGAL COUNSEL PRESENT: Cindy Rice, Authority Legal Counsel; Lew Bleiweis, Executive Director; Michael Reisman, Deputy Executive Director of Development and Operations; Kevan Smith, Chief of Public Safety; Royce Holden, IT Director; Suzie Baker, Director of Administration; Tina Kinsey, Director of Marketing and Public Relations; Janet Burnette, Director of Finance and Accounting; Sherman Stark, Interim Director of Operations; David Nantz, Safety Manager; Cortez Johnson, Network Engineer; and Ellen Heywood, Clerk to the Board

ALSO PRESENT: Ken Moody, Delta Airport Consultants; Mike Darcangelo, Avcon; Eva Ritchey, Trolley Company; William Paulk, Pegasus Airport Limousine

CALL TO ORDER: The Chair welcomed everyone in attendance and called the meeting to order at 8:30 a.m.

PRESENTATIONS: None

FINANCIAL REPORT: The Director reported on the airport activity for April which included enplanements, aircraft operations and general aviation activity. Mrs. Burnette reported on the financial activity for the month of April and informed the Board that while a negative amount of \$87,000 was shown for the FAA AIP Grants, the report will show a positive number for the next month. Mrs. Burnette stated it was simply an accounting issue due to closing out a project.

CONSENT ITEMS: The Chair remarked that Consent Item B, Approval of the Greater Asheville Regional Airport Authority April 10, 2015 Closed Session Minutes would be reviewed in closed session.

A. Approval of the Greater Asheville Regional Airport Authority April 10, 2015 Regular Meeting Minutes:

C. Approval of Audit Contract with Martin Starnes & Associates, CPAs, P.A. for Fiscal Year Ending June 30, 2015:

Mr. Bailey moved to approve Consent Items A and C. Mr. Piccirillo seconded the motion and it carried unanimously.

OLD BUSINESS:

A. Ground Transportation Update: Eva Ritchey thanked the Board for their willingness to listen to the ground transportation providers about this issue over the last few months. Ms. Ritchey requested that the annual permit fee be made more reasonable than the current \$300 per vehicle and suggested a pro-rated fee for the 2nd and 3rd vehicles. Ms. Ritchey further stated that the age requirement was not reasonable and asked for reconsideration of this.

The Director stated that after meeting with ground transportation providers the past few months, staff was recommending the following ground transportation requirements:

1. Age requirement: vehicles that are 9 years old could be used for ground transportation. Staff would eventually like to move down to an age of 7 for the vehicles the ground transportation providers are using, however as long as a vehicle is within 7 years old entering the system, taxis up to 10 years old would be allowed; limousines up to 12 years old would be allowed.
2. Staff will request the ground transportation providers provide a copy of their state inspection form for the years outside the 7 year window. Taxis would provide 3 years' worth of inspection documentation and limousines would provide 5 years' worth of documentation. No additional inspection or cost would be required.
3. All exemptions for vehicles will be removed to make the ground transportation directive more manageable and more objective from staff's standpoint.
4. Staff will continue to perform aesthetic inspections.
5. Fees will be kept at \$300. Staff would eventually like to increase this.

The Director advised the Board that this was not an actionable item since this is a directive, not a policy. The directive will be updated and provided to all ground transportation providers.

The Chair commented that the Director had received many comments about extending the age of the vehicle and letters from many of the providers that wanted the airport to take on more responsibility. The Chair requested the Director comment about these letters. The Director advised the Board that when staff met with the ground transportation providers earlier this spring the only item that the providers all agreed upon was that they wanted the airport to set fares. The Director stated that the airport

is not in the business to set fares, this is an open market place, and staff would not regulate fares. The Director has also received requests to conduct drug testing which is something the Authority cannot become involved with and should be regulated by the state.

Mr. Moyer wondered if the \$300 permit fee was cost justified but was willing to let that stand. However, Mr. Moyer stated that the age requirement for limousines is making it too restrictive, there is no ability for exemption, and could not agree with this.

Mr. Tate had concerns that this issue has been discussed for months only to arrive at a directive that is more restrictive and punitive. With respect to the age requirement, Mr. Tate felt that the consumers have the ability to choose their transportation and most of the limousines are arranged in advance. Mr. Tate felt the providers should have the ability to operate at the airport.

Ms. Brown felt that the Authority's highest priority should be availability of transportation. While Ms. Brown did not disagree with staff's recommendations for monitoring and being concerned with the quality, availability should be monitored.

The Chair asked if the Director could address whether the age of Uber vehicles was going to be addressed in the legislation. The Director stated that a copy of the legislation for transportation network companies (TNC's) was at their seats. The Director believed the legislators will pass a bill that requires a state permit of \$5,000 for each company. The bill will also allow airports to regulate and charge TNC's a per trip fee. The TNC's will be allowed to provide the data to the airports for the number of trips made. If the TNC's are unable to provide this data, the airport will be allowed to charge back the TNC's for the cost of the equipment necessary to calculate the per trip fee. The legislation also allows airports to require decals in order for TNC's to operate, so the airport would possibly move from a per vehicle permit fee to a decal fee which would be the same for all ground transportation providers. The Director further stated that the legislation does not state that airports cannot regulate age of vehicles so the airport would be able to regulate this. However, Uber has strict regulations on the quality and age of their vehicles and these fall within the directive requirements.

Mr. Burril inquired if there were records of pick-ups and drop-offs by vendor and asked for the number of ground transportation providers. The Director responded that there were 10 limousine service providers with approximately 75 limousines and that staff did not have a record of drop-offs, but had a good feel for the number of pick-ups for each company if arranged by guest services staff. Mr. Burril stated that this issue has been ongoing for several months, is taking up a lot of everyone's time, and wondered if the Authority should be concerned about a company that is only picking up a few times each year. Mr. Burril commented that maybe a minimum amount of pick-ups be required in order to be a provider at the airport. The Director stated that the Authority has an open

system, that companies should be able to regulate themselves, and if they are not making money perhaps they should not operate at the airport. If the Board would like to consider a closed system, that would pare down the number of vehicles and make those vehicles operating at the airport more profitable.

Mr. Moyer felt that this issue needed to be resolved and that the Board should agree to what staff is recommending except for the age of limousines and there should be no age limit.

Mr. Bailey remarked that his concern was for the safety of the passengers and that if there is no ruling for the age of the vehicles, what does that mean for the passengers. The Director stated that staff will only be able to look at aesthetics, i.e. cleanliness, no dents, etc.

Mr. Tate affirmed that staff has the capacity to remove a vehicle from service for aesthetic reasons, and remarked that this would not change regardless of the age of a for-hire vehicle. The Director responded that this was correct, however, inspections are not done on a daily basis, and unless damage on a vehicle is noticed by a staff member, it could go undetected for a while.

The consensus of the Board was for staff to implement the ground transportation directives as recommended by staff, but to remove the age restrictions on for-hire vehicles (limousines). The for-hire vehicles would still be subject to the state inspections and the quality inspections.

NEW BUSINESS:

A. Approval of Airline Operating Agreement and Airline Rates & Charges:

The Director informed the Board that staff has been having negotiations with the airline representatives regarding a new agreement that clears up three main issues in the old agreement: amount and transparency of the subsidy being granted to the airlines for the airfield cost center (landing fees), the method of charging the airlines for the use of runway deicing chemicals, and the method of charging those airlines that fly less than seven flights a week. The Director called the Board's attention to the rate-making methodology that outlines the rates and charges. The Director noted that today the cost to the airlines is \$6.21 per enplanement. The new methodology changes the rate to \$6.59 per enplanement. The Director stated that with the new agreement, the airlines would be taking on more of the risk of operating and detailed the difference between the current compensatory model and the new residual model on the airfield side. The model that staff and the consultant recommended is a 65/35 split on the charges; 65% based on enplanements and 35% based on the number of operations. This benefits all the airlines. The Director further stated that since there are only four legacy carriers left in the United States, the airlines feel they can demand control and have been taking a hard stand on lease agreements with airports across the country. Those airlines that sign the

agreement will become signatory airlines. Those that don't sign the agreement become non-signatory airlines and a 25% charge is assessed that gets applied to the rents and fees of the signatory airlines. The Director advised the Board that if all the airlines decide not to sign the agreement, staff can establish rates and charges by ordinance where an agreement is not signed and the airlines operate under those rates and charges. If a rates and charges ordinance becomes necessary, staff will bring the ordinance to the Board for approval in August.

Mr. Tate asked if this agreement affects the Authority's business development efforts. The Director responded that it would not as the agreement is negotiated with the airlines' property folks. The Director further stated that the route planners are very happy with the service in Asheville and the airlines are making money with the service.

Mr. Bailey moved to approve the new airline operating agreement and rates and charges methodology, and authorize the Executive Director to execute the necessary documents. Mr. Tate seconded the motion and it carried unanimously.

B. Approval of Post-Closure Fill Agreement: The Director reminded the Board that an Amendment to the Structural Fill Agreement dated 2007 between the Authority and Charah to fill a new area on the airport designated as area 2 was approved at the December, 2014 Authority Board meeting. The Director reported that the Post-Closure Fill Agreement has been created to provide protection to the Authority for long term liability issues. After a brief discussion by the Board, this item was pulled for discussion in Closed Session.

C. Update to Budget Supplemental Fees and Charges: The Director advised the Board that supplemental fees and charges are approved each year when the Board approves the budget. The supplemental fees and charges are fees for services and/or products the airport provides to its various tenants, customers, and passengers. The Transportation Security Administration (TSA) recently issued a new directive which requires a change in the renewal of ID badges for employees with access to the Security Identification Display Area (SIDA). Each SIDA badge renewal must now include submittal of fingerprint records. The cost for the renewal of each SIDA badge will now increase from \$37 to \$70 necessitating a revision to the supplemental fees and charges schedule.

Mr. Moyer moved to approve the amended changes to the FY 2015/2016 Annual Budget Supplemental Fees and Charges Schedule for the inclusion of an annual SIDA badge renewal fee, and authorize the Executive Director to implement the necessary changes. Mr. Bailey seconded the motion and it carried unanimously.

D. Approve Award of Contract for Remote Parking Lot Construction: Michael Reisman reminded the Board that approval was given at the April, 2015 Authority Board meeting for the design of two temporary remote parking lots. Mr. Reisman advised the Board that it is necessary for construction of the temporary lots to be underway this

summer to ensure adequate parking is available this fall when staff expects there to be an increased need for parking. The documents are out for bid and with the Board's approval, staff would like to award a contract for construction in early July provided a responsive low bid is received within the limits of the project funding. Staff recommends an overall construction budget for this project not to exceed \$250,000.00. This would require an amendment to the FY15/16 budget:

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, 2016:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Equipment and Small Capital Outlay	\$0	\$250,000
Totals	<u>\$0</u>	<u>\$250,000</u>

This will result in a net increase of \$250,000 in the appropriations. To provide the additional revenue for the above, revenues will be revised as follows:

REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA Cash/Investments	\$0	\$250,000
Totals	<u>\$0</u>	<u>\$250,000</u>

Section 2. Copies of this budget amendment shall be furnished to the Secretary of the Greater Asheville Regional Airport Authority, who for purposes of this ordinance, is designated as the Clerk to the Greater Asheville Regional Airport Authority, and to the Budget Officer and to the Finance Officer for their direction.

Adopted this 12th day of June, 2015.

Robert C. Roberts, Chairman

Attested by:

Ellen Heywood, Clerk to the Board

The Director advised the Board that staff would come back to the Board at a future Authority meeting regarding shuttle service to the remote parking lot in front of the Fairfield Inn. Preliminary figures range between \$35,000 and \$55,000 for the cost of the vehicle and approximately \$90,000 a year for staff. If the Authority were to hire a contractor to supply the staff for the shuttle service and the Authority would supply the vehicle, the cost would be approximately \$125,000 a year. The cost to hire a contractor with a vehicle and staff would cost between \$150,000 and \$160,000 a year.

Mr. Bailey inquired if there were sidewalks for the property across the street. Mr. Reisman responded that there were sidewalks on the airport side but not adjacent to the property across the street. The state is proposing to install a crosswalk but staff feels the shuttle service will be necessary as the full safety system may not be in place. The Director stated that he has expressed concerns with the state regarding a crosswalk.

Mr. Bailey moved to approve the award of contract for remote parking lot construction to the responsive low bidder in an amount not to exceed \$250,000.00, authorize the Executive Director to sign any necessary documents; and to amend the FY15/16 budget by adopting the budget ordinance amendment as presented by staff. Mr. Tate seconded the motion and it carried unanimously.

DIRECTOR'S REPORT: The Director informed the Board that Royce Holden has tendered his resignation effective June 19th to accept a position with a consulting firm. The Director stated that Royce has been a true asset and it will be a great loss to the Authority. The Director introduced staff member Cortez Johnson as the Interim Director of Information Technology. The Chair thanked Mr. Holden for all that he has done to bring the airport to where it is today and wished him well.

The Director advised the Board that he had a few additional items to include that were not on the agenda.

A. ART and Apple Country Transportation: The Director advised the Board that the Asheville Redefines Transportation (ART) and Apple Country Transportation established a transfer station at the airport approximately 18 months ago. Since the creation of the transfer station there have been an increase in public safety calls to the bus station. The calls range from disturbances to drugs, etc. and this is not what should be happening on the front curb of the terminal. The Director met with representatives from both companies and expressed his concerns. An alternative location on airport property was offered for the bus stop. The two companies elected to move the bus transfer to the Park and Ride at the south end of the Ag Center in early May. ART is still providing bus service to the airport, however Apple Country Transportation decided to discontinue service to the airport in late May. The Director has received a few complaints and wanted the Board to be aware of the situation. The Director stated that Mr. Moyer

had suggested the Director send a letter to Henderson County and the City of Asheville to inform them of what has transpired.

B. Department of Environment and Natural Resources (DENR) Notice: The Director reported that at the beginning of May, DENR lifted the notice of violation for the retaining wall following the partial collapse from the storm in December. Drainage is in place behind the wall. Staff does not anticipate receiving any other violations or fines associated with the notice.

C. Amended Pay Grade Structure Recommendations: At the last Authority meeting, Mrs. Baker presented an amended pay grade structure for approval. The Director had advised the Board that he would report back to the Board before the pay grade structure was put into effect. There have been no changes in the Authority's financial status so the pay grade structure will be implemented effective July 1st.

D. Allegiant Update: Allegiant has made it public that Asheville will be the first east coast non-destination city base station. Allegiant will be locating two or three aircraft in Asheville along with pilots, flight attendants, and maintenance crew. Allegiant will be operating college basketball and football charters from the base this fall and staff hopes to see new city destinations next spring or summer. Allegiant is estimating an additional 100,000 enplanements for Asheville. This increase in enplanements is resulting in the need for a parking structure sooner than planned. Allegiant is also leasing more space in the terminal as well as the cargo building.

E. Emergency Drill: Public Safety staff conducted a full scale emergency drill in May. This involved all mutual aid as well as area hospitals. Congressman Meadows happened to call to request a visit with the Director during the drill. The Congressman also met with some of the first responders on the scene.

F. Strategic Plan Update: The Director called the Board's attention to a copy of the Strategic Plan that was available at their seats. The brochure will contain the new mission statement, vision, and goals and will be printed and distributed throughout the community.

G. Landmark Fly-In: Landmark Aviation is hosting a fly-in on June 20th. This event is for the public and the general aviation community. The Director encouraged the Board to attend.

H. Airport Improvement Magazine: The magazine article was available at the Board's seats and featured the airport's fill project. The article provided great exposure for the airport.

I. Scanning Machine: The Director advised the Board that TSA plans to install a new body scanner at the security checkpoint sometime this month.

Ms. Brown inquired if TSA planned to increase the capacity at the security checkpoint especially when Allegiant has flights. The Director responded that TSA is of the opinion that the lanes and personnel performing the checks are at an adequate level. Authority staff has been advising the general public to arrive two hours before their flights. The checkpoint line looks long but it usually takes no more than 20 minutes to go through. TSA does a fairly good job of opening the second lane when the line gets too long. There is room for an additional lane if ever needed.

J. NCDOT Check: The Director informed the Board that the Authority is in the process of receiving a \$93,000 check from the NCDOT for land the state purchased with Board approval two years ago for the round-about on Ferncliff Park Drive and the I26 interchange project.

K. Contingency Transfer: The Director reported that \$56,000 from contingency funds had been transferred to the following line items:

1. \$14,000 to equipment and small capital outlay for the repaving of the rear parking lot of the cargo building. Allegiant will be leasing the cargo building.
2. \$10,000 to the Finance Department for temporary CFO assistance between August and November.
3. \$5,500 for professional services for the consultant services for the airline use and lease agreement. Negotiations took a little longer than anticipated and this also included some of the consultant's travel expenses.
4. \$26,500 for legal expenses incurred for the post-closure fill agreement. These fees will be reimbursed to the Authority by Charah.

L. Entrance Road Project Change Order: The Director reported that Change Order No. 2 in the amount of \$2,200.00 was for additional electrical cables for the new entrance sign. This will close out the project and brings the project to a total of \$412,000. The original contract was for \$414,000 so the project is \$2,000 under the original contract.

INFORMATION SECTION: No comments

PUBLIC AND TENANTS' COMMENTS: None

CALL FOR NEXT MEETING: The Chair stated that the July 10th meeting would not be necessary and was cancelled. The Chair further stated that the meeting in August will be changed from August 14th to August 21st.

AUTHORITY MEMBER REPORTS:

A. Report on ACI-NA Commissioners Conference: Mr. Moyer stated that attending the Commissioners Conference gave him an opportunity to interact with his peers in the industry. Mr. Moyer remarked that Royce Holden gave an excellent presentation on cyber security, IT challenges at small airports, and common use technology. Mr. Moyer also found the session on the First Amendment problems facing airports very informative and interesting, and commented that there was a lot of discussion on airplane security.

Ms. Brown agreed that one of the most valuable aspects of attending was the opportunity to meet with other commissioners and learn about the different appointment processes. General Leslie Clark's talk was also very informative and covered the history of airline consolidation, the motives behind that, and the impact on communities across the country.

The Chair remarked that Uber was at the top of the list of concerns for other airports as well as the PFC charges. The Chair stated that other airports were particularly interested in finding out about the status of Asheville's independent authority.

B. Key Strategic Elements: The Chair stated that including this item on the agenda was for the purpose of keeping the Board's strategic priorities at the forefront of the Board's focus.

CLOSED SESSION: At 10:50 a.m. Mr. Piccirillo 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. Moyer seconded the motion and it carried unanimously.

The Chair indicated they would break until 11:00 a.m., at which time the Board would resume in closed session.

Open Session resumed at 12:21 p.m.

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY JUNE 12, 2015 CLOSED

SESSION MINUTES: Mr. Piccirillo moved to seal the minutes for the Closed Session just completed and to withhold such Closed Session minutes from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Mr. Moyer seconded the motion and it carried by a 5 to 0 vote.

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY APRIL 10, 2015

CLOSED SESSION MINUTES: Mr. Piccirillo moved to approve the minutes for the April 10, 2015 Closed Session (Parts A and B) and to seal and withhold such minutes from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Mr. Moyer seconded the motion and it carried by a 5 to 0 vote.

EXECUTIVE DIRECTOR COMPENSATION: Mr. Piccirillo moved to approve a 4.5% increase in the Executive Director's salary, effective July 1, 2015 and to approve, also effective July 1, 2015, a \$600.00 monthly motor vehicle allowance or car allowance in accordance with the Board Policy Concerning Executive Director's Use of Motor Vehicle, in lieu of the Executive Director's use of an Authority owned vehicle. Mr. Moyer seconded the motion and it carried by a 5 to 0 vote.

ADJOURNMENT: Mr. Moyer moved to adjourn the meeting at 12:23 p.m. Mr. Bailey seconded the motion and it carried by a 5 to 0 vote.

Respectfully submitted,

Ellen Heywood
Clerk to the Board

Approved:

Robert C. Roberts
Chair



MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael A. Reisman, A.A.E.
Deputy Executive Director, Development and Operations

DATE: August 21, 2015

ITEM DESCRIPTION – Receive and Approve Purchase of Equipment and Services Associated with Parking Operations

BACKGROUND

As previously reported to the Board, increases in air service scheduled in late 2015 have resulted in the need for the Authority to take action to avoid a parking shortage for the travelling public. Construction on temporary remote parking lots was previously approved by the Board, with the knowledge that additional necessary expenses outside of the current budget approval would be required. In order for the Authority to be prepared for these increased demands when they are scheduled to begin, additional purchase approvals are now required. These include the purchase of a 15 passenger transit van which will be used to shuttle airport tenant employees between the terminal and the remote employee parking lot on the opposite side of NC280; purchase and installation of equipment to convert the current lower employee parking lot to a paid lot for use by the travelling public; and, the extension of fiber optic systems to support the new parking lot equipment. Options are presently being explored concerning the most effective way to operate the shuttle van, including an outside contract for its operation, or internally by Authority staff. There is also the potential for an outside contractor to provide a van, which would eliminate the need to purchase one. However, based on the Board meeting schedule and the timeline to have these services in place, action requested in this Board Memo will permit staff to proceed with the purchase if deemed necessary.

ISSUES

Without action by the Authority at the present time, equipment and systems will not be in place to support the increased demand for passenger parking when it is currently expected to begin in late 2015.



ALTERNATIVES

There are no other alternatives. Without action, the airport will not be capable of accommodating the demand for parking, resulting in lost revenues, increases in public complaints over the lack of parking, and the need for the travelling public to find parking elsewhere than the airport.

FISCAL IMPACT

Costs are as follows:

15 Passenger Transit Van (if needed):	\$35,915.00
Parking System Equipment:	\$42,834.00
Fiber Optic System Extension:	\$ 6,411.00

The total cost of the referenced equipment and systems including installation is \$85,160.00.

RECOMMENDED ACTION

It is respectfully requested that the Greater Asheville Regional Airport Authority Board resolve to (1) authorize the purchase of the referenced equipment and systems at a combined total cost not to exceed \$85,160.00; and (2) to authorize the Executive Director to execute the necessary documents; and, (3) to amend the FY15/16 budget by adopting the following budget ordinance amendment:

BE IT ORDAINED by the Greater Asheville Regional Airport Authority that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2016:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Equipment and Small Capital Outlay	\$0	\$85,160
Totals	<u>\$0</u>	<u>\$85,160</u>



This will result in a net increase of \$85,160 in the appropriations. To provide the additional revenue for the above, revenues will be revised as follows:

REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA		
Cash/Investments	\$0	\$85,160
Totals	<u>\$0</u>	<u>\$85,160</u>

Section 2. Copies of this budget amendment shall be furnished to the Secretary of the Greater Asheville Regional Airport Authority, who for purposes of this ordinance, is designated as the Clerk to the Greater Asheville Regional Airport Authority, and to the Budget Officer and to the Finance Officer for their direction.

Adopted this 21st day of August, 2015.

Robert C. Roberts, Chair

Attested by:

Ellen Heywood, Clerk to the Board



MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael A. Reisman, A.A.E.
Deputy Executive Director, Development and Operations

DATE: August 21, 2015

ITEM DESCRIPTION – Receive and Approve Amendment No. 1 to Scope of Services No. 14 with Avcon Engineers and Planners, Inc.

BACKGROUND

The Authority entered into an Agreement for Professional Consulting Services with Avcon Engineers and Planners, Inc. on August 26th, 2008. On April 26th, 2013, the Board approved Scope of Services No. 14 to the Agreement, which included engineering design and construction related services associated with Area 3 of the Charah west side fill project. That scope of services included a not to exceed cost of \$278,060.00. While construction fill work by Charah in Area 3 is presently nearing its conclusion, it has become apparent that the original budget amount will not cover the completion of the scope of services. Therefore, an amendment to this scope of services to increase the not to exceed cost is necessary. This overage is primarily due to weather related extensions necessary for Charah to complete the work, as well as the result of extended hours of operation throughout this phase that were necessary in order keep the fill project from negatively impacting the Airfield Re-development Project schedule.

ISSUES

None.

ALTERNATIVES

None.

FISCAL IMPACT

The total amount of additional funds to be added to the contract is \$62,700.00, bringing the total not-to-exceed cost of this scope of services to \$340,760.00.



The agreement between the Authority and Charah, Inc. stipulates that Charah will reimburse the Authority for all project costs related to the Westside Site Development Project, including but not limited to: planning, engineering, design, testing, etc. There should be no net cost to the Authority. To date, Charah has reimbursed the Authority for all expenses incurred through Avcon for the Westside Development Project.

In the event Charah, Inc. fails to reimburse the Authority for engineering/inspection work by Avcon, the Authority can suspend any further work limiting the Authority's liability only to that work completed prior to suspension.

RECOMMENDED ACTION

It is respectfully requested that the Airport Authority Board resolve to (1) approve Amendment No. 1 to Scope of Services No. 14 with Avcon Engineers and Planners, Inc.; and (2) authorize the Executive Director to execute the necessary documents; and (3) to amend the FY15/16 budget by adopting the following budget ordinance amendment:

BE IT ORDAINED by the Greater Asheville Regional Airport Authority that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2016:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Reimbursable Costs	\$0	\$62,700
Totals	\$0	\$62,700

This will result in a net increase of \$62,700 in the appropriations. To provide the additional revenue for the above, revenues will be revised as follows:

REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Reimbursable Costs	\$0	\$62,700
Totals	\$0	\$62,700



Section 2. Copies of this budget amendment shall be furnished to the Secretary of the Greater Asheville Regional Airport Authority, who for purposes of this ordinance, is designated as the Clerk to the Greater Asheville Regional Airport Authority, and to the Budget Officer and to the Finance Officer for their direction.

Adopted this 21st day of August, 2015.

Robert C. Roberts, Chair

Attested by:

Ellen Heywood, Clerk to the Board

Consultant Scope of Services

Greater Asheville Regional Airport Authority

Amendment No. 1 to Scope of Services Number **14** for Professional Consulting Services, as referenced in the Professional Consulting Agreement between the Greater Asheville Regional Airport Authority and **AVCON Engineers & Planners, Inc.**, dated **August 26, 2008**.

Project: West Side Development – Construction Phase Services for Area 3

Scope of Services: Site Preparation for Area 3 of the West Side Development Project, located in the northwest quadrant of the airport, west of the Runway 16. The project consists of the installation of erosion and sediment control measures and devices, undercut excavation of the site, engineered ash fill and soil embankment/cap; and establishing vegetation upon completion of the work. Originally, construction was expected to take approximately 31 months to complete as estimated by Charah, starting March 2013 and finishing approximately July 2015. The most recent estimated completion date is now the end of September 2015.

The Consultant will provide: resident project representative (RPR) services using full-time inspection; part-time construction management/oversight services; and construction administration services during construction, and through its subconsultant, provide Construction Quality Assurance (COA) testing services for ash and soil cap materials testing during construction.

Construction Quality Assurance (COA) Testing Services. The Consultant will use S&ME for ash and soil cap materials testing during construction.

All other terms and conditions remain current.

Consultant Team: AVCON and S&ME.

Schedule Completion: September 2015

Project Budget: n/a

Fees: Fees for this Amendment No. 1 to the scope of work will be charged on a time and materials basis and are estimated at a not to exceed (NTE) \$62,700.

Authority:

Greater Asheville Regional Airport Authority

By: _____
Executive Director

Date: _____

Consultant:

AVCON Engineers & Planners, Inc.

By: _____
President

Date: _____

This instrument has been pre-audited in the manner required by local government and fiscal control.

Finance Officer

AVCON Team - Summary of Fees

West Side Development – Construction Phase Services for Area 3

Firm Name and Discipline(s)	Construction Mgmt. and Oversight	Daily Inspection	CQA Testing and Inspection	Total
AVCON, Inc.	\$11,895.00	\$20,764.00		\$32,659.00
S&ME, Inc.	-----	-----	\$30,000.00	\$30,000.00
Not To Exceed Total	\$11,895.00	\$20,764.00	\$30,000.00	\$62,659.00

USE \$62,700.00



MEMORANDUM

TO: Members of the Airport Authority

FROM: Michael A. Reisman, A.A.E.
Deputy Executive Director, Development and Operations

DATE: August 21, 2015

ITEM DESCRIPTION – Receive and Approve Scope of Services No. 17 with Avcon Engineers and Planners, Inc.

BACKGROUND

The Authority entered into an Agreement for Professional Consulting Services with Avcon Engineers and Planners, Inc. (Avcon) on August 26, 2008, which included services associated with the Airfield Re-development Project presently underway. On October 10, 2014, Avcon was awarded work associated with Phases III and IV of the Airfield Re-development Project, which were formerly contracted with Michael Baker International. It has been determined that Phases III and IV of the project will impact a delineated stream located on the south end of the airport between the airport fence line and NC280. Since this was not originally planned, there were no environmental services contained within the Baker scope of services. Scope of Services No. 17 includes the necessary environmental consulting services that are required as a result of the impacts to the stream, and any associated wetlands.

ISSUES

None.

ALTERNATIVES

There are no alternatives, as certain environmental reviews and permitting are required under various state and federal requirements.

FISCAL IMPACT

The not to exceed cost associated with the required environmental consulting services is \$24,800.00. This amount will be part of the \$64M overall budget for this project



previously approved by the Board, and will be absorbed from within the \$7.798M contained in the FY 2015/2016 budget.

RECOMMENDED ACTION

It is respectfully requested that the Greater Asheville Regional Airport Authority Board resolve to (1) approve Scope of Services No. 17 with Avcon Engineers and Planners, Inc.; and (2) authorize the Executive Director to execute the necessary documents.

Consultant Scope of Services

Greater Asheville Regional Airport Authority

Scope of Services Number **17** for Professional Consulting Services, as referenced in the Professional Consulting Agreement between the Asheville Regional Airport Authority and **AVCON Engineers & Planners, Inc.**, dated **August 26, 2008**.

Project: **Airfield Re-Development Program**

The Airfield Re-Development Program at Asheville Regional Airport (AVL) consists of three (3) major components, namely the design and construction of a new parallel taxiway / alternate runway (including site work, paving, lighting, NAVAIDS, and the conversion back to a parallel taxiway following its use as a temporary runway), the design for relocation/reconstruction of Runway 17-35 (including site work, paving, lighting, and NAVAIDS), and the overall resident construction management including full-time inspection, construction administration and QA material testing during construction of all work. The project will be funded, designed and constructed over an approximate 5 year period.

The design of program elements as outlined in this scope of services will be performed in accordance with the Project Definition Document (PDD) prepared by the Authority's Program Manager. The approved full 7-page scope of services document and related fee is on file with AVL staff.

Scope of Services: **Environmental Consulting Services**

Clearwater Environmental Consultants, Inc. (CEC), as a subconsultant to AVCON, will provide the environmental consulting services associated with the proposed airfield redevelopment program, specifically for this assignment, at the south ends of existing Runway 16-34 and new Runway 17-35. It is believed the following CEC tasks will be required for this project.

Task 1 Permitting

Assist GARAA and project team members in preparation and submittal of necessary state and federal permit applications for the proposed impacts to streams and wetlands for this project as follows:

- Submitting a 404/401 permit application for the Airfield Re-development Program.
- Attendance at preliminary meetings with the project team to discuss plans and environmental concerns.
- Coordination with project planners and engineers in preparation of a preliminary wetland master plan.
- Coordination of and attendance at a pre-application on-site agency meeting with the commenting state and federal agencies.
- Preparation and submittal of the necessary permit application to the USACE and NCDWQ.
- Calculation and identification of appropriate conceptual mitigation plan based upon final impacts. ***(It is mutually understood that final mitigation plans will be done as a separate task or project.)***
- Coordination with the various state and federal agencies throughout the permit process to an initial conclusion by NCDWQ and the USACE.

Projects that require an Individual Permit rather than a Nationwide Permit may require additional time and effort to successfully complete and it is almost impossible to determine at this time what the total jurisdictional impact will be or the number of meetings that will be required to successfully complete the permitting process. Accordingly, it is proposed to complete this Permitting Task on a time and expense basis, which at this time is estimated at a Not to Exceed (NTE) budget of nineteen thousand eight hundred (\$19,800.00) dollars at the CEC standard rates of charge. If it appears that additional effort may be required because of special circumstances or agency requests, AVCON and CEC will coordinate with GARAA regarding any additional costs.

It is mutually noted that the issuance of any permit or approval is not guaranteed.

Task 2 Cultural Resources

As part of the Section 404 permitting process, the N.C. Department of Cultural Resources may require that a survey be conducted to determine the presence of significant cultural and/or historical resources. *(It is mutually understood that if a Cultural Resources Survey is requested by the agency, it will be performed by others as a separate task or assignment, and that CEC will assist AVCON and GARAA in obtaining estimates for, and performance of this work as needed.)*

Task 3 Meetings and Additional Services

If requested GARAA, CEC and AVCON will attend meetings to discuss this project and matters related to environmental permitting. *This task includes additional services outside the scope of the above-detailed tasks and the established scopes for BP3 and BP4, as such these additional services (if authorized by GARAA) will be provided by CEC and AVCON under this Task 3 and will be billed on a time and expense basis. At this time a Not to Exceed budget of five thousand (\$5,000.00) has been established for this task should it be required. If it is not required it will not be used.*

All other expenses, such as but not limited to surveying costs, communications, printing and travel in connection with this project will be billed to GARAA at cost. Please be aware that the fee shown above does not include costs incurred for any related engineering, mitigation, archeology, permit fees, mailing/printing costs or registered land surveyor services.

Special Note to GARAA: The N.C. Division of Water Resources (DWR) adopted fees for the 401 Water Quality certification program. Fees for "Major Water Quality Certification" (defined as those with more than one acre of wetland and/or more than 150 feet of stream impact) will have a fee of \$570.00. GARAA should process a check made out to the N.C. Division of Water Quality for the \$570.00. The check should be provided to CEC for inclusion with the application.

Project Schedule:

The multi-year Airfield Re-Development Program schedule has been established for several years. Accordingly, the importance of the schedule is acknowledged by AVCON, CEC and GARAA, and all will work to preserve the schedule as possible, with the understanding that AVCON, CEC, and GARAA have no control over agencies review and approval times.

Consultant Team: AVCON, Inc. and ClearWater Environmental Consultants, Inc.

Schedule: October 10, 2014 through June 30, 2018 (estimated)

Project Budget: \$64,000,000 (estimated for entire Airfield Re-Development Program)

Fees: The Not to Exceed (NTE) Fee Budget for the proposed scope of work for the environmental consulting services is \$24,800.00.

Authority:

Greater Asheville Regional Airport Authority

By: _____
Executive Director

Date: _____

Consultant:

AVCON Engineers & Planners, Inc.

By: RV D / _____
VICE President

Date: 7/24/15 / _____

This instrument has been pre-audited in the manner required by local government and fiscal control.

Finance Manager



MEMORANDUM

TO: Members of the Airport Authority

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

DATE: August 21, 2015

ITEM DESCRIPTION – Receive and Approve a Work Order with Duke Energy Progress

BACKGROUND

The North Carolina Department of Transportation (NCDOT) is underway with its re-configuration of the I-26/NC280 interchange, which has impacted the airport's main entrance. Last year, the Board approved a project for improvements to the main entrance including the construction and placement of a new entrance sign. To date, the construction of the entryway project is complete with respect to the Authority's project and NCDOT's portion continues.

During the design and bidding process, NCDOT did not provide Authority staff adequate coordination of the interchange project and hence utility poles were placed along NC280 that has caused visual impacts to the Airport's main entrance sign.

Staff has spoken to NCDOT project management about the relocation of two utility poles to improve the appearance of the airport entryway and the entrance signage. NCDOT referred staff to Duke Energy Progress (Duke) and AT&T.

Both utilities are willing to relocate the necessary poles. At this point, AT&T is willing to absorb their share of the expense; However, Duke is not. Staff is holding discussions with NCDOT to pick up the cost of this relocation, but in the meantime the poles need to be relocated and Duke will not begin the work until payment is made. The Authority is in receipt of an invoice from Duke in the amount of \$69,505.87

ISSUES

The new airport entrance sign is being visually obscured by relocated utility poles as part of NCDOT's I-26/NC280 interchange project. The poles need to be relocated and Duke needs payment prior to commencement of any work.



ALTERNATIVES

The Authority Board could decide not to pay for the relocation of the utilities poles and leave the entrance as is.

FISCAL IMPACT

The fiscal impact is a \$69,505.87 unbudgeted expenditure. There is money in fund balance to cover the expenditure.

RECOMMENDED ACTION

It is respectfully requested that the Greater Asheville Regional Airport Authority Board resolve to (1) Approve the relocation cost of utility poles at a cost of \$69,505.87 with Duke Energy Progress; (2) authorize the Executive Director to execute the necessary documents; and (3) to amend the FY 15/16 budget by adopting the following budget ordinance amendment:

BE IT ORDAINED by the Greater Asheville Regional Airport Authority that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2016:

Section 1. To amend the appropriations as follows:

EXPENDITURES:

	<u>Decrease</u>	<u>Increase</u>
Renewal and Replacement	\$0	\$69,505.87
Totals	<u>\$0</u>	<u>\$69,505.87</u>

This will result in a net increase of \$69,505.87 in the appropriations. To provide the additional revenue for the above, revenues will be revised as follows:

REVENUES:

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA		
Cash/Investments	\$0	\$69,505.87
Totals	<u>\$0</u>	<u>\$69,505.87</u>



Section 2. Copies of this budget amendment shall be furnished to the Secretary of the Greater Asheville Regional Airport Authority, who for purposes of this ordinance, is designated as the Clerk to the Greater Asheville Regional Airport Authority, and to the Budget Officer and to the Finance Officer for their direction.

Adopted this 21st day of August, 2015.

Robert C. Roberts, Chair

Attested by:

Ellen M. Heywood, Clerk to the Board

Duke Energy Progress
Raleigh, NC
7/28/2015

INVOICE Reprint

Please mail remittance and signed copy of Invoice to:

Duke Energy Progress
Attn: CIAC Central NCRH 4
P.O. Box 1551
Raleigh, NC 27602

Service Address: 43 TERMINAL DR FLETCHER NC 28732	Customer Number: 7265225727 WMIS WR Number: 1045097
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Work Description: CIAC: \$69,505.87 - ASHEVILLE AIRPORT FEEDER RELOCATION
Total CIAC Due: \$ 69,505.87
This invoice reflects Contribution in Aid of (CIAC) Construction for the above referenced work.

<p>Agreement: The customer acknowledges receipt of invoice cover letter and further understands Customer is responsible for removing all obstructions from the route along which the Company's facilities are to be installed. Company shall not be responsible for any damage to shrubs, trees, grass, sod or any other foliage or property caused by the Company's equipment during installation of the Company's facilities. In addition, the Company shall not be responsible for the repair or replacement of underground facilities on the Customer's property damaged during the installation of the Company facilities, unless, prior to the Company's construction, the owner of the facilities clearly identified and marked the location of such facilities pursuant to any applicable statutory requirements concerning underground facility damage prevention.</p> <p>The undersigned hereby authorizes Duke Energy Progress to perform this work with necessary labor, facilities and equipment and acknowledges the invoice amount becomes invalid if the signed agreement is not received by Duke Energy Progress on or before 90 days.</p>
--

Customer Signature _____	Date: _____
Name (please print or type) _____	



MEMORANDUM

TO: Members of the Airport Authority
FROM: Lew Bleiweis, A.A.E., Executive Director
DATE: August 21, 2015

ITEM DESCRIPTION – Information Section Item A

June, 2015 Traffic Report – Asheville Regional Airport

SUMMARY

June, 2015 overall passenger traffic numbers were up 9.9% compared to the same period last year. Passenger traffic numbers reflect an 8.1% increase in passenger enplanements from June 2014. Enplanements for Fiscal Year to Date total 400,040 which is a 9.3% increase over the same period last year.

AIRLINE PERFORMANCE

Allegiant Airlines: Year over Year passenger enplanements for Allegiant in June 2015 were up by 38.8%. There were no flight cancellations for the month.

Delta Airlines: Delta's June 2015 enplanements remained flat compared to June 2014. There were three (3) flight cancellations for the month.

United Airlines: In June 2015, United Airlines saw an increase in enplanements by 10.3% over the same period last year. There were no flight cancellations for the month.

US Airways: US Airways' June 2015 passenger enplanements represent a 10.1% decrease over the same period last year. There were nine (9) flight cancellations for the month.

Monthly Traffic Report

Asheville Regional Airport

June 2015



Category	Jun 2015	Jun 2014	Percentage Change	*CYTD-2015	*CYTD-2014	Percentage Change	*MOV12-2015	*MOV12-2014	Percentage Change
Passenger Traffic									
Enplaned	40,167	37,152	8.1%	180,405	166,623	8.3%	391,906	357,715	9.6%
Deplaned	<u>41,625</u>	<u>37,251</u>	11.7%	<u>182,259</u>	<u>166,133</u>	9.7%	<u>394,427</u>	<u>357,266</u>	10.4%
Total	81,792	74,403	9.9%	362,664	332,756	9.0%	786,333	714,981	10.0%
Aircraft Operations									
Airlines	474	557	-14.9%	2,670	2,514	6.2%	5,924	5,355	10.6%
Commuter /Air Taxi	<u>1,097</u>	<u>980</u>	11.9%	4,221	4,712	-10.4%	9,794	10,876	-9.9%
Subtotal	<u>1,571</u>	<u>1,537</u>	2.2%	<u>6,891</u>	<u>7,226</u>	-4.6%	<u>15,718</u>	<u>16,231</u>	-3.2%
General Aviation	3,726	3,923	-5.0%	18,298	21,780	-16.0%	42,432	45,806	-7.4%
Military	<u>555</u>	<u>510</u>	8.8%	<u>2,903</u>	<u>3,073</u>	-5.5%	<u>6,723</u>	<u>5,594</u>	20.2%
Subtotal	<u>4,281</u>	<u>4,433</u>	-3.4%	<u>21,201</u>	<u>24,853</u>	-14.7%	<u>49,155</u>	<u>51,400</u>	-4.4%
Total	5,852	5,970	-2.0%	28,092	32,079	-12.4%	64,873	67,631	-4.1%
Fuel Gallons									
100LL	16,016	13,605	17.7%	65,434	67,723	-3.4%	149,852	157,849	-5.1%
Jet A (GA)	117,645	132,458	-11.2%	490,060	551,219	-11.1%	1,159,999	1,173,723	-1.2%
Subtotal	<u>133,661</u>	<u>146,063</u>	-8.5%	<u>555,494</u>	<u>618,942</u>	-10.3%	<u>1,309,851</u>	<u>1,331,572</u>	-1.6%
Jet A (A/L)	<u>287,806</u>	<u>252,073</u>	14.2%	<u>1,100,269</u>	<u>1,082,963</u>	1.6%	<u>2,500,612</u>	<u>2,431,279</u>	2.9%
Total	421,467	398,136	5.9%	1,655,763	1,701,905	-2.7%	3,810,463	3,762,851	1.3%

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

Monday, July 20, 2015

Airline Enplanements, Seats, and Load Factors

Asheville Regional Airport

June 2015



	Jun 2015	Jun 2014	Percentage Change	*CYTD-2015	*CYTD-2014	Percentage Change
Allegiant Air						
Enplanements	12,816	9,234	38.8%	49,710	37,273	33.4%
Seats	14,793	10,046	47.3%	56,959	42,702	33.4%
Load Factor	86.6%	91.9%	-5.7%	87.3%	87.3%	0.0%
Delta Air Lines						
Enplanements	13,182	13,189	-0.1%	66,589	64,953	2.5%
Seats	15,902	15,863	0.2%	85,418	81,825	4.4%
Load Factor	82.9%	83.1%	-0.3%	78.0%	79.4%	-1.8%
United Airlines						
Enplanements	5,008	4,539	10.3%	15,946	14,500	10.0%
Seats	5,700	5,032	13.3%	18,666	16,932	10.2%
Load Factor	87.9%	90.2%	-2.6%	85.4%	85.6%	-0.2%
US Airways						
Enplanements	9,161	10,190	-10.1%	48,160	49,897	-3.5%
Seats	11,223	12,060	-6.9%	67,326	67,626	-0.4%
Load Factor	81.6%	84.5%	-3.4%	71.5%	73.8%	-3.1%
Totals						
Enplanements	40,167	37,152	8.1%	180,405	166,623	8.3%
Seats	47,618	43,001	10.7%	228,369	209,085	9.2%
Load Factor	84.4%	86.4%	-2.4%	79.0%	79.7%	-0.9%

Monday, July 20, 2015

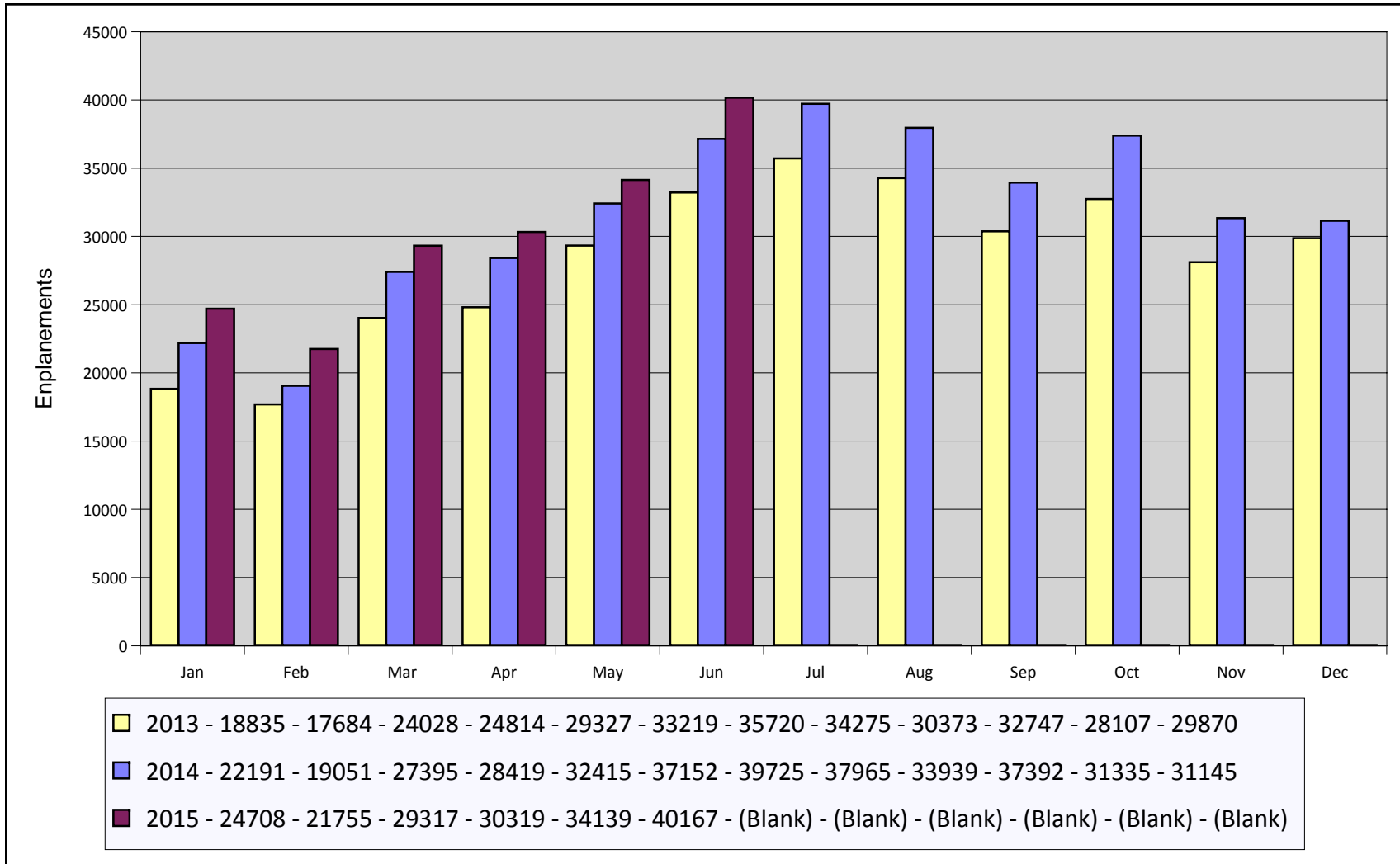
*CTYD = Calendar Year to Date and *Mov12 = Moving Twelve Months.

Airline Flight Completions Asheville Regional Airport June 2015

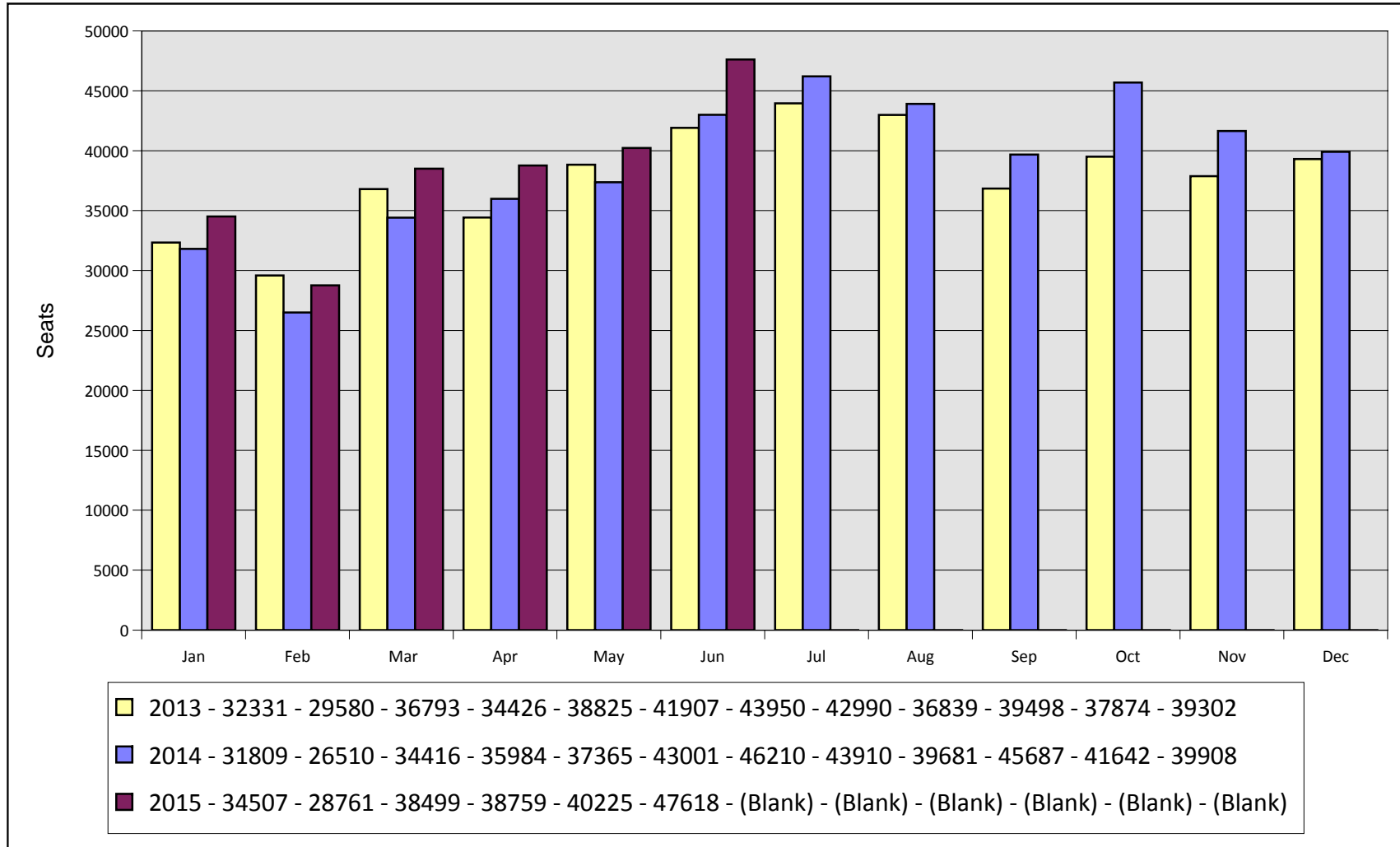


Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Percentage of Completed
			Mechanical	Weather	Other		
Allegiant Air	86	0	0	0	0	0	100.0%
Delta Air Lines	214	0	0	3	0	3	98.6%
United Airlines	114	0	0	0	0	0	100.0%
US Airways	207	0	6	3	0	9	96.1%
Total	621	0	6	6	0	12	98.1%

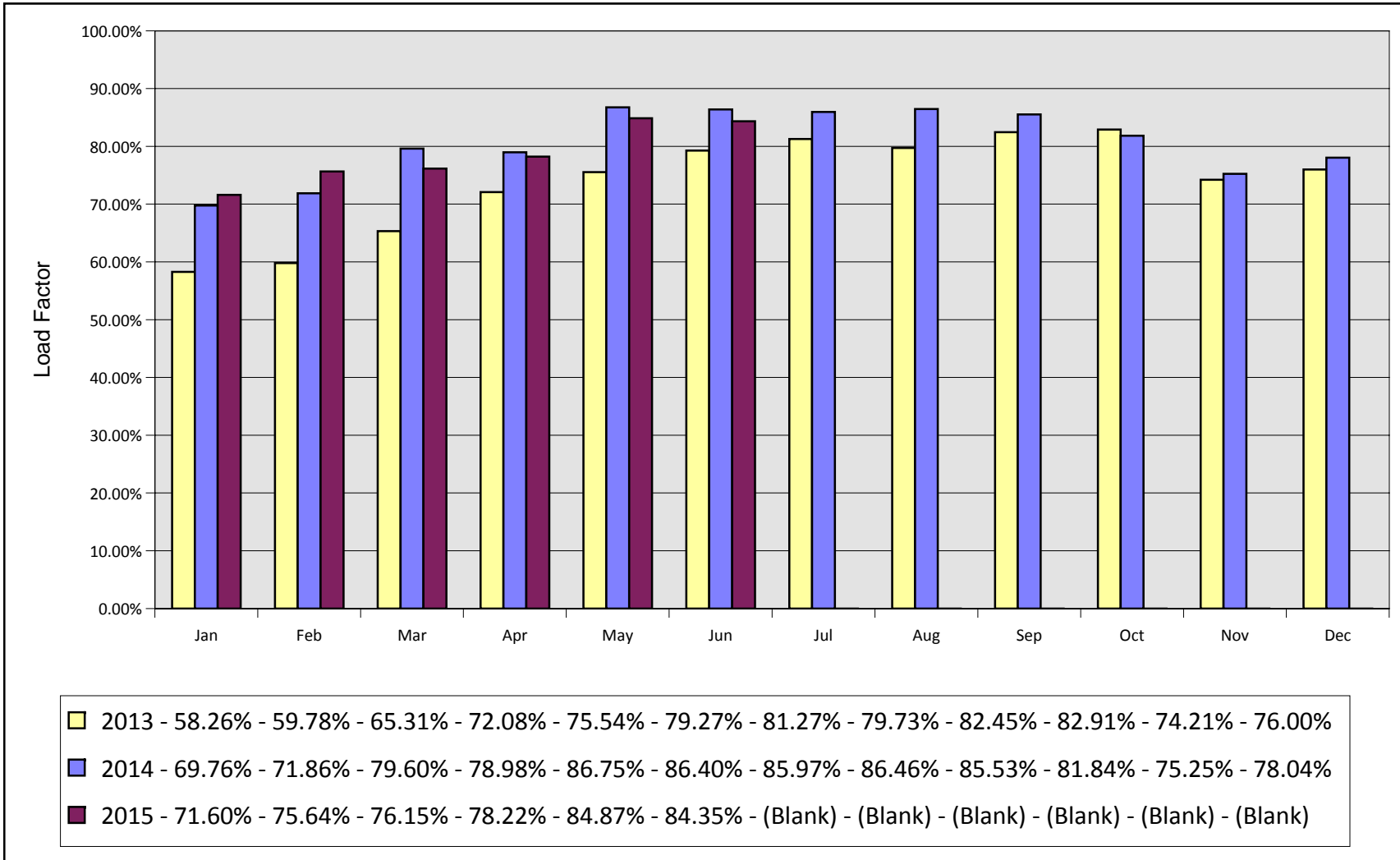
Monthly Enplanements By Year Asheville Regional Airport



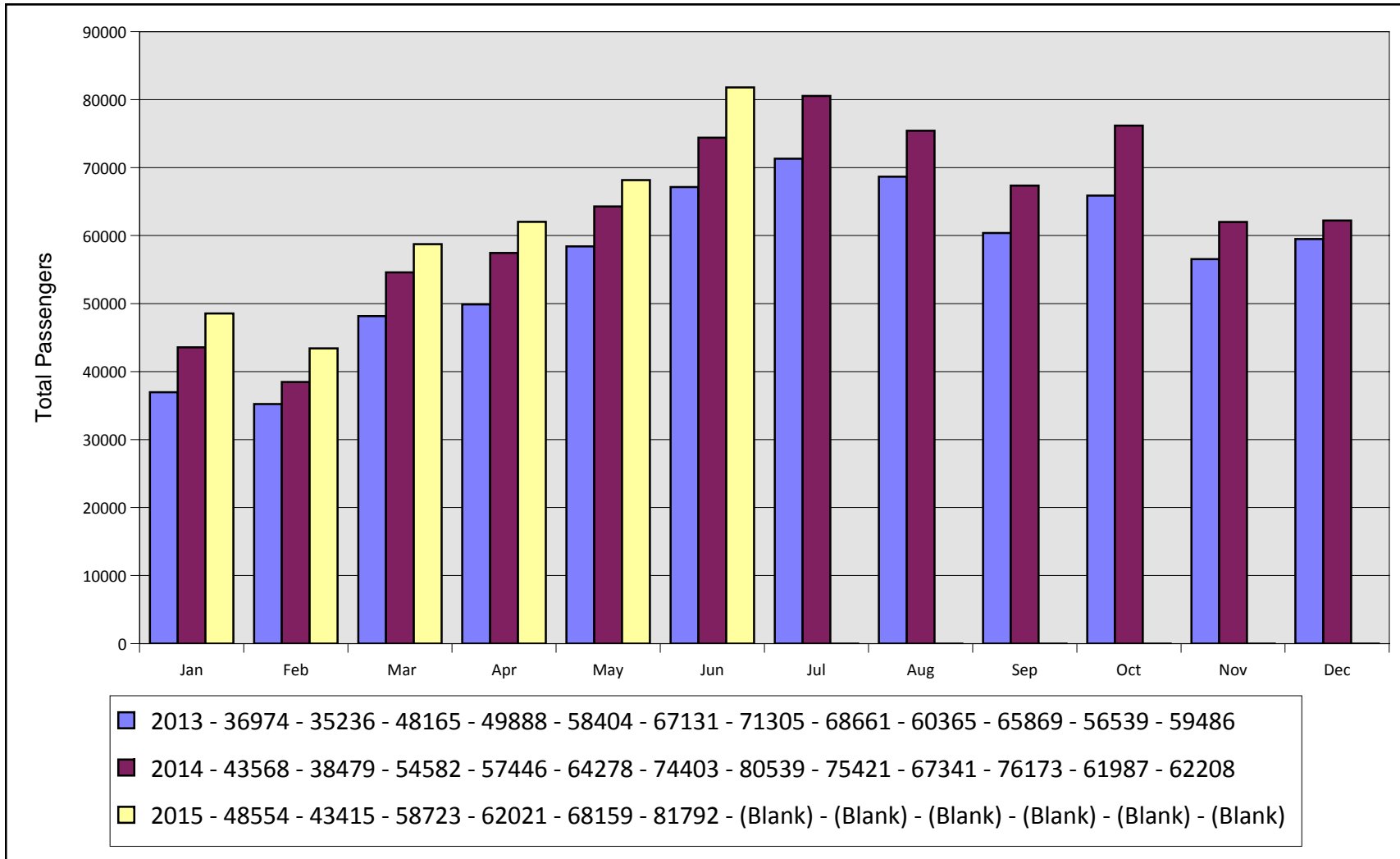
Monthly Seats By Year Asheville Regional Airport



Monthly Load Factors By Year Asheville Regional Airport

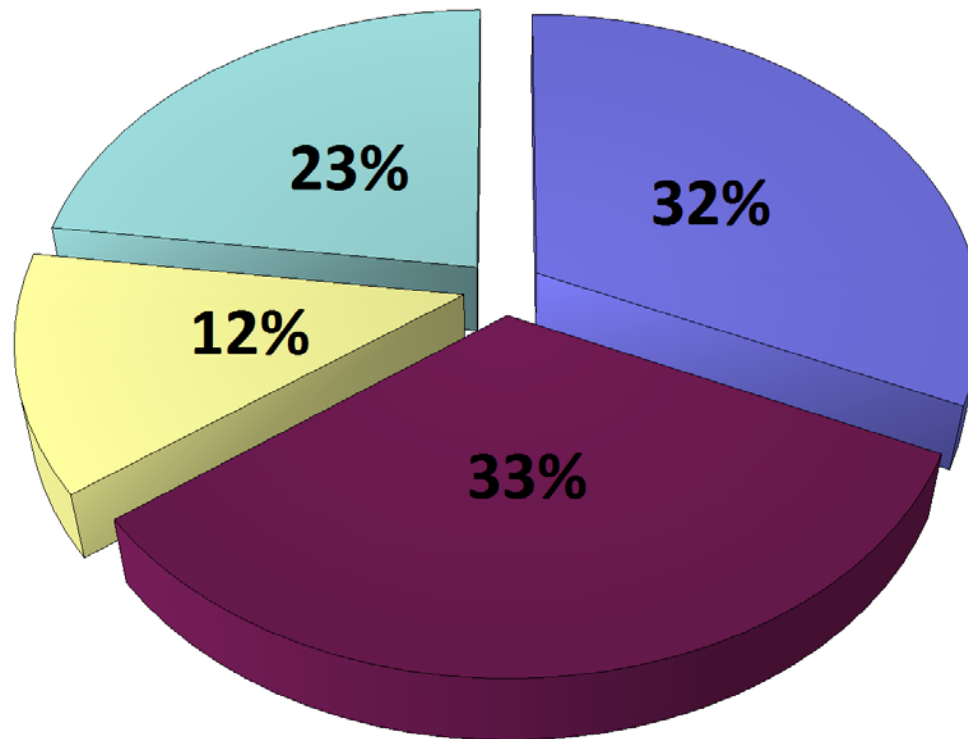


Total Monthly Passengers By Year Asheville Regional Airport



Airline Market Share Analysis (Enplanements) Asheville Regional Airport

Report Period From June 2015 Through June 2015



Schedule Weekly Summary Report for nonstop Passenger (All) flights from AVL for travel August 2015 vs. August 2014

Mktg AI	Travel Period		Aug 2015		Aug 2014		Diff		Percent Diff	
	Orig	Dest	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats
DL	ATL	AVL	47	3,627	48	3,223	(1)	404	(2.1%)	12.5%
DL	AVL	ATL	47	3,627	48	3,223	(1)	404	(2.1%)	12.5%
DL	AVL	DTW	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
DL	AVL	LGA	1	50	7	350	(6)	(300)	(85.7%)	(85.7%)
DL	DTW	AVL	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
DL	LGA	AVL	1	50	7	350	(6)	(300)	(85.7%)	(85.7%)
G4	AVL	FLL	4	708	2	332	2	376	100.0%	113.3%
G4	AVL	PBI	3	498	2	354	1	144	50.0%	40.7%
G4	AVL	PGD	4	664	2	332	2	332	100.0%	100.0%
G4	AVL	PIE	5	885	3	531	2	354	66.7%	66.7%
G4	AVL	SFB	3	498	2	354	1	144	50.0%	40.7%
G4	FLL	AVL	4	708	2	332	2	376	100.0%	113.3%
G4	PBI	AVL	3	498	2	354	1	144	50.0%	40.7%
G4	PGD	AVL	4	664	2	332	2	332	100.0%	100.0%
G4	PIE	AVL	5	885	3	531	2	354	66.7%	66.7%
G4	SFB	AVL	3	498	2	354	1	144	50.0%	40.7%
UA	AVL	EWR	8	400	7	350	1	50	14.3%	14.3%
UA	AVL	ORD	22	1,100	23	1,150	(1)	(50)	(4.3%)	(4.3%)
UA	EWR	AVL	8	400	7	350	1	50	14.3%	14.3%
UA	ORD	AVL	22	1,100	23	1,150	(1)	(50)	(4.3%)	(4.3%)
US	AVL	CLT	48	2,690	48	2,753	0	(63)	0.0%	(2.3%)
US	CLT	AVL	48	2,690	48	2,753	0	(63)	0.0%	(2.3%)
			290	22,240	302	20,158	(12)	2,082	(4.0%)	10.3%

Schedule Weekly Summary Report for nonstop Passenger (All) flights from AVL for travel September 2015 vs. September 2014

Mktg AI	Travel Period		Sep 2015		Sep 2014		Diff		Percent Diff	
	Orig	Dest	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats
DL	ATL	AVL	47	3,396	41	3,001	6	395	14.6%	13.2%
DL	AVL	ATL	47	3,396	41	3,001	6	395	14.6%	13.2%
DL	AVL	DTW	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
DL	DTW	AVL	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
G4	AVL	FLL	2	343	2	332	0	11	0.0%	3.3%
G4	AVL	PBI	2	343	2	336	0	7	0.0%	2.1%
G4	AVL	PGD	2	332	2	332	0	0	0.0%	0.0%
G4	AVL	PIE	4	675	2	336	2	339	100.0%	100.9%
G4	AVL	SFB	2	343	2	336	0	7	0.0%	2.1%
G4	FLL	AVL	2	343	2	332	0	11	0.0%	3.3%
G4	PBI	AVL	2	343	2	336	0	7	0.0%	2.1%
G4	PGD	AVL	2	332	2	332	0	0	0.0%	0.0%
G4	PIE	AVL	4	675	2	336	2	339	100.0%	100.9%
G4	SFB	AVL	2	343	2	336	0	7	0.0%	2.1%
UA	AVL	EWR	7	350	7	350	0	0	0.0%	0.0%
UA	AVL	ORD	25	1,250	23	1,150	2	100	8.7%	8.7%
UA	EWR	AVL	7	350	7	350	0	0	0.0%	0.0%
UA	ORD	AVL	25	1,250	23	1,150	2	100	8.7%	8.7%
US	AVL	CLT	52	3,248	47	2,919	5	329	10.6%	11.3%
US	CLT	AVL	52	3,248	47	2,919	5	329	10.6%	11.3%
			286	20,560	270	18,884	16	1,676	5.9%	8.9%

Schedule Weekly Summary Report for nonstop Passenger (All) flights from AVL for travel October 2015 vs. October 2014

Mktg AI	Travel Period		Oct 2015		Oct 2014		Diff		Percent Diff	
	Orig	Dest	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats
DL	ATL	AVL	47	3,370	40	3,279	7	91	17.5%	2.8%
DL	AVL	ATL	47	3,370	40	3,339	7	31	17.5%	0.9%
G4	AVL	FLL	4	675	3	498	1	177	33.3%	35.5%
G4	AVL	PBI	4	686	2	354	2	332	100.0%	93.8%
G4	AVL	PGD	3	498	2	332	1	166	50.0%	50.0%
G4	AVL	PIE	5	841	4	708	1	133	25.0%	18.8%
G4	AVL	SFB	4	686	4	686	0	0	0.0%	0.0%
G4	FLL	AVL	4	675	3	498	1	177	33.3%	35.5%
G4	PBI	AVL	4	686	2	354	2	332	100.0%	93.8%
G4	PGD	AVL	3	498	2	332	1	166	50.0%	50.0%
G4	PIE	AVL	5	841	4	708	1	133	25.0%	18.8%
G4	SFB	AVL	4	686	4	686	0	0	0.0%	0.0%
UA	AVL	EWR	7	350	7	350	0	0	0.0%	0.0%
UA	AVL	ORD	25	1,250	23	1,150	2	100	8.7%	8.7%
UA	EWR	AVL	7	350	7	350	0	0	0.0%	0.0%
UA	ORD	AVL	25	1,250	23	1,150	2	100	8.7%	8.7%
US	AVL	CLT	53	3,161	54	3,243	(1)	(82)	(1.9%)	(2.5%)
US	CLT	AVL	53	3,161	54	3,243	(1)	(82)	(1.9%)	(2.5%)
			304	23,034	278	21,260	26	1,774	9.4%	8.3%



MEMORANDUM

TO: Members of the Airport Authority
FROM: Janet Burnette, Director of Finance & Accounting
DATE: August 21, 2015

ITEM DESCRIPTION – Information Section Item B

Greater Asheville Regional Airport – Explanation of Extraordinary Variances
Month of June, 2015 (Month 12 of FY2015)

SUMMARY

Operating Revenues for the month of June were \$1,262,564, 57.85% over budget. Operating Expenses for the month were \$653,359, 33.22% under budget. As a result, Net Operating Revenues before Depreciation were \$787,781 over budget. Net Non-Operating Revenues were \$297,257, 9.00% over budget.

Year-to-date Operating Revenues were \$9,867,546, 15.44% over budget. Year-to-date Operating Expenses were \$7,072,617, 13.37% below budget. Year-to-date Net Operating Revenues before Depreciation were \$2,410,920 over budget. Net Non-Operating Revenues for the year were \$2,802,657, 21.14% over budget.

REVENUES

Significant variations to budget for June were:

Concessions	\$24,961	75.99%	Enplanements over budget.
Auto Parking	\$70,930	30.12%	Enplanements over budget.
Rental Cars	\$120,237	107.12%	Enplanements over budget and year-end revenue recognition.
Other Leases/Fees	\$231,050	460.28%	Year-end revenue adjustments.



EXPENSES

Significant variations to budget for June were:

Contractual Services	(\$11,677)	(20.27%)	Contractual Services less than anticipated
Promotional Activities	(\$11,233)	(53.12%)	Promotional Activities less than anticipated
Advertising, Printing	(\$14,952)	(52.27%)	Billboard & Web Advertising less than anticipated

STATEMENT OF NET ASSETS

Significant variations to prior month were:

Cash and Cash Equivalents – Cash and Cash Equivalents increased by \$2,570k mainly due to receipt of Federal grant funds.

Grants Receivable – Grants Receivable decreased by \$1,619k due to receipt of Federal grant funds.

Construction in Progress – Construction in Progress decreased by \$4,330k mainly due to year-end transfers to Property and Equipment.

Property and Equipment, Net – Property and Equipment, Net increased by \$4,742k due to year-end transfers from Construction in Progress.

**ASHEVILLE REGIONAL AIRPORT
INVESTMENT AND INTEREST INCOME SUMMARY
As of June 30, 2015**

<u>Institution:</u>	<u>Interest Rate</u>	<u>Investment Amount</u>	<u>Monthly Interest</u>
Bank of America - Operating Account	0.20%	\$ 8,843,208	1,515
First Citizens - Money Market Account	0.05%	6,386,791	263
NC Capital Management Trust - Cash Portfolio		17,175	0
NC Capital Management Trust - Term Portfolio		3,013,100	249
Petty Cash		200	
 <u>Restricted Cash:</u>			
Wells Fargo - CFC Revenue Account	0.00%	411,920	0
Bank of America - PFC Revenue Account	0.20%	3,622,417	586
 Total		 <u>\$ 22,294,811</u>	 <u>\$ 2,613</u>

Investment Diversification:

Banks	86%
NC Capital Management Trust	14%
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 June 30, 2015

	Current Month	Prior Period
Cash and Investments Beginning of Period	\$ 19,633,410	\$ 19,579,654
Net Income/(Loss) Before Capital Contributions	435,902	98,755
Depreciation	470,560	383,041
Decrease/(Increase) in Receivables	1,323,020	(1,741,981)
Increase/(Decrease) in Payables	(356,765)	1,764,103
Decrease/(Increase) in Prepaid Expenses	19,088	17,592
Decrease/(Increase) in Fixed Assets	(882,435)	(2,049,235)
Principal Payments of Bond Maturities	(44,349)	(44,137)
Capital Contributions	1,696,380	1,625,618
Increase(Decrease) in Cash	2,661,401	53,756
Cash and Investments End of Period	\$ 22,294,811	\$ 19,633,410

Asheville Regional Airport
Detailed Statement of Revenue, Expenses and Changes in Net Assets
For the Month Ending June 30, 2015

	Current Month Actual	Current Month Budget	Variance \$	Variance %	YTD Actual	YTD Budget	Variance \$	Variance %	Annual Budget
Operating Revenue:									
Terminal Space Rentals - Non Airline	\$18,179	\$18,191	(\$12)	(0.07%)	\$228,086	\$217,195	\$10,891	5.01%	\$217,195
Terminal Space Rentals - Airline	140,868	130,037	10,831	8.33%	1,374,741	1,300,000	74,741	5.75%	1,300,000
Concessions	57,807	32,846	24,961	75.99%	430,890	300,965	129,925	43.17%	300,965
Auto Parking	306,430	235,500	70,930	30.12%	3,111,608	2,519,725	591,883	23.49%	2,519,725
Rental Car - Car Rentals	232,481	112,244	120,237	107.12%	1,514,177	1,346,884	167,293	12.42%	1,346,884
Rental Car - Facility Rent	51,097	52,519	(1,422)	(2.71%)	592,997	604,289	(11,292)	(1.87%)	604,289
Commercial Ground Transportation	21,360	18,050	3,310	18.34%	49,929	37,700	12,229	32.44%	37,700
Landing Fees	57,489	51,125	6,364	12.45%	586,168	566,500	19,668	3.47%	566,500
FBO'S	83,500	83,841	(341)	(0.41%)	980,100	978,105	1,995	0.20%	978,105
Building Leases	9,549	13,150	(3,601)	(27.38%)	130,223	159,341	(29,118)	(18.27%)	159,341
Land Leases	2,556	2,133	423	19.83%	26,191	25,438	753	2.96%	25,438
Other Leases/Fees	281,248	50,198	231,050	460.28%	842,436	491,800	350,636	71.30%	491,800
Total Operating Revenue	\$1,262,564	\$799,834	\$462,730	57.85%	\$9,867,546	\$8,547,942	\$1,319,604	15.44%	\$8,547,942
Operating Expenses:									
Personnel Services	\$432,993	\$487,914	(\$54,921)	(11.26%)	\$4,281,696	\$4,731,849	(\$450,153)	(9.51%)	\$4,731,849
Professional Services	25,103	20,255	4,848	23.93%	202,270	259,400	(57,130)	(22.02%)	259,400
Accounting & Auditing	7,000	2,450	4,550	185.71%	14,600	15,000	(400)	(2.67%)	15,000
Other Contractual Services	45,928	57,605	(11,677)	(20.27%)	713,879	695,198	18,681	2.69%	695,198
Travel & Training	10,728	16,714	(5,986)	(35.81%)	142,304	164,695	(22,391)	(13.60%)	164,695
Communications & Freight	9,021	5,762	3,259	56.56%	81,591	69,166	12,425	17.96%	69,166
Utility Services	37,707	46,664	(8,957)	(19.19%)	415,798	487,648	(71,850)	(14.73%)	487,648
Rentals & Leases	916	980	(64)	(6.53%)	11,567	11,716	(149)	(1.27%)	11,716
Insurance	16,352	18,812	(2,460)	(13.08%)	200,255	225,700	(25,445)	(11.27%)	225,700
Repairs & Maintenance	22,942	21,220	1,722	8.11%	274,270	366,050	(91,780)	(25.07%)	366,050
Advertising, Printing & Binding	13,656	28,608	(14,952)	(52.27%)	166,992	205,650	(38,658)	(18.80%)	205,650
Promotional Activities	9,912	21,145	(11,233)	(53.12%)	71,000	99,515	(28,515)	(28.65%)	99,515
Other Current Charges & Obligations	4,333	6,435	(2,102)	(32.67%)	81,075	81,000	75	0.09%	81,000
Office Supplies	878	837	41	4.90%	8,400	10,000	(1,600)	(16.00%)	10,000
Operating Supplies	15,275	21,951	(6,676)	(30.41%)	243,704	326,336	(82,632)	(25.32%)	326,336
Books, Publications, Subscriptions & Meml	615	1,508	(893)	(59.22%)	33,836	40,010	(6,174)	(15.43%)	40,010
Contingency	0	0	-	0.00%	0	-	0	100.00%	-
Emergency Repair	-	6,250	(6,250)	(100.00%)	14,348	75,000	(60,652)	(80.87%)	75,000
Business Development	-	213,300	(213,300)	(100.00%)	115,032	300,000	(184,968)	(61.66%)	300,000
Total Operating Expenses	\$653,359	\$978,410	(\$325,051)	(33.22%)	\$7,072,617	\$8,163,933	(\$1,091,316)	(13.37%)	\$8,163,933

Asheville Regional Airport
Detailed Statement of Revenue, Expenses and Changes in Net Assets

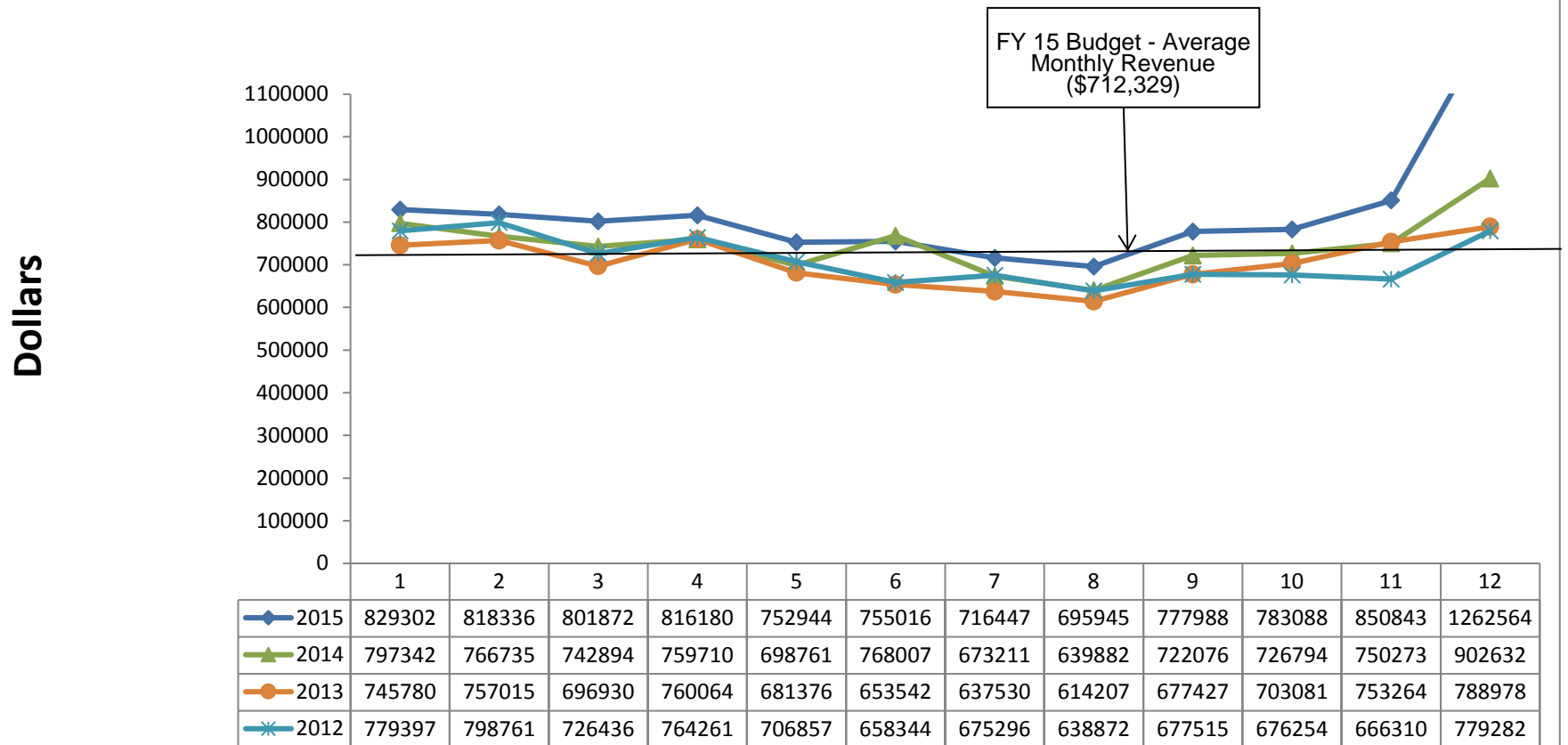
For the Month Ending June 30, 2015

	Current Month Actual	Current Month Budget	Variance \$	Variance %	YTD Actual	YTD Budget	Variance \$	Variance %	Annual Budget
Operating Revenue before Depreciation	\$609,205	(\$178,576)	\$787,781	(441.15%)	\$2,794,929	\$384,009	\$2,410,920	627.83%	\$384,009
Depreciation	470,560	-	\$470,560	100.00%	4,684,011	-	\$4,684,011	100.00%	-
Operating Income(Loss) Before Non-Operating Revenue and Expenses	\$138,645	(\$178,576)	\$317,221	(177.64%)	(\$1,889,082)	\$384,009	(\$2,273,091)	(591.94%)	\$384,009
Non-Operating Revenue and Expense									
Customer Facility Charges	\$140,318	\$113,250	\$27,068	23.90%	\$1,298,175	\$1,075,000	\$223,175	20.76%	\$ 1,075,000
Passenger Facility Charges	162,212	165,500	(3,288)	(1.99%)	1,595,246	1,325,000	270,246	20.40%	1,325,000
Interest Revenue	2,613	1,837	776	42.24%	22,959	22,000	959	4.36%	22,000
Interest Expense	(7,886)	(7,885)	(1)	0.01%	(108,461)	(108,461)	-	0.00%	(108,461)
Reimbursable Cost Revenues	17,978	17,837	141	0.79%	208,021	214,000	(5,979)	(2.79%)	214,000
Reimbursable Cost Expenses	(17,978)	(17,837)	(141)	0.79%	(208,021)	(214,000)	5,979	(2.79%)	(214,000)
Gain/Loss on Disposal of Assets	-	0	(0)	0.00%	(5,262)	0	(5,262)	0.00%	-
Non-Operating Revenue-Net	\$297,257	\$272,702	\$24,555	9.00%	\$2,802,657	\$2,313,539	\$489,118	21.14%	\$2,313,539
Income (Loss) Before Capital Contributions	\$435,902	\$94,126	\$341,776	363.10%	\$913,575	\$2,697,548	(\$1,783,973)	(66.13%)	\$2,697,548
Capital Contributions	\$1,696,380	\$0	\$1,696,380	100.00%	\$12,020,590	\$0	\$12,020,590	100.00%	\$0
Increase in Net Assets	\$2,132,282	\$94,126	\$2,038,156	2,165.35%	\$12,934,165	\$2,697,548	\$10,236,617	379.48%	\$2,697,548

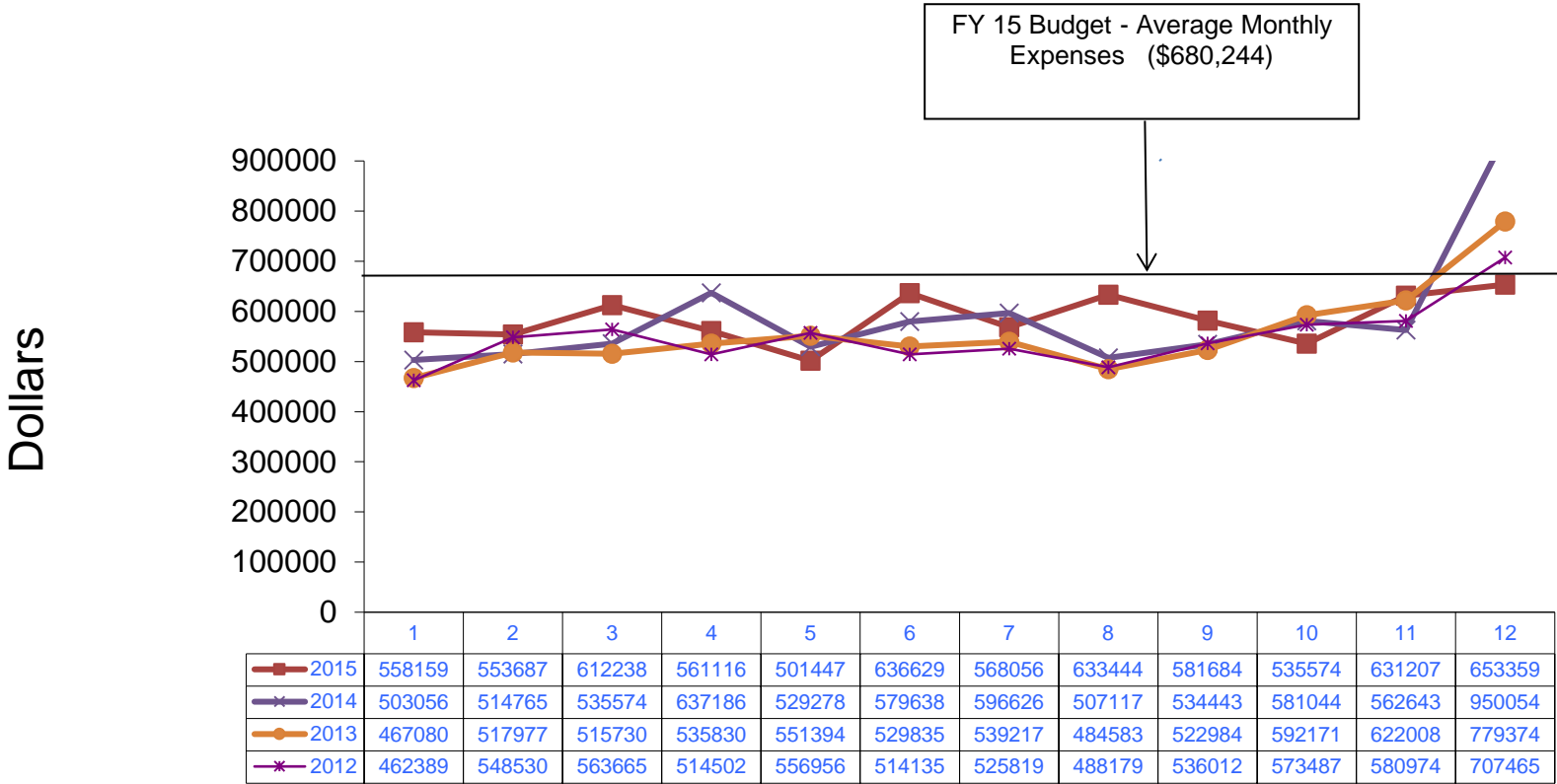
ASHEVILLE REGIONAL AIRPORT
STATEMENT OF FINANCIAL POSITION
As of June 30, 2015

	<u>Current Month</u>	<u>Last Month</u>
<u>ASSETS</u>		
Current Assets:		
Unrestricted Net Assets:		
Cash and Cash Equivalents	\$18,260,473	\$15,689,634
Accounts Receivable	680,535	407,266
Passenger Facility Charges Receivable	230,000	210,000
Refundable Sales Tax Receivable	241,064	237,734
Grants Receivable	3,496,966	5,116,585
Prepaid Expenses	180	19,268
Total Unrestricted Assets	22,909,218	21,680,487
Restricted Assets:		
Cash and Cash Equivalents	4,034,338	3,943,775
Total Restricted Assets	4,034,338	3,943,775
Total Current Assets	26,943,556	25,624,262
Noncurrent Assets:		
Construction in Progress	17,223,915	21,554,134
Property and Equipment - Net	59,927,329	55,185,234
Total Noncurrent Assets	77,151,244	76,739,368
	\$104,094,800	\$102,363,630
<u>LIABILITIES AND NET ASSETS</u>		
Current Liabilities:		
Payable from Unrestricted Assets:		
Accounts Payable & Accrued Liabilities	\$1,901,305	\$2,740,579
Customer Deposits	10,425	10,425
Unearned Revenue	243,358	325,953
Construction Contract Retainages	540,638	27,532
Revenue Bond Payable - Current	549,184	546,547
Total Payable from Unrestricted Assets	3,244,910	3,651,036
Total Current Liabilities	3,244,910	3,651,036
Noncurrent Liabilities:		
Other Postemployment Benefits	998,847	927,340
Compensated Absences	382,113	401,620
Net Pension Obligation-LEO Special Separation Allowance	(28,163)	(28,163)
Revenue Bond Payable - Noncurrent	1,040,812	1,087,799
Total Noncurrent Liabilities	2,393,609	2,388,596
Total Liabilities	5,638,519	6,039,632
Net Assets:		
Invested in Capital Assets	75,561,248	75,105,022
Restricted	4,034,338	3,943,775
Unrestricted	18,860,695	17,275,201
Total Net Assets	98,456,281	96,323,998
	\$104,094,800	\$102,363,630

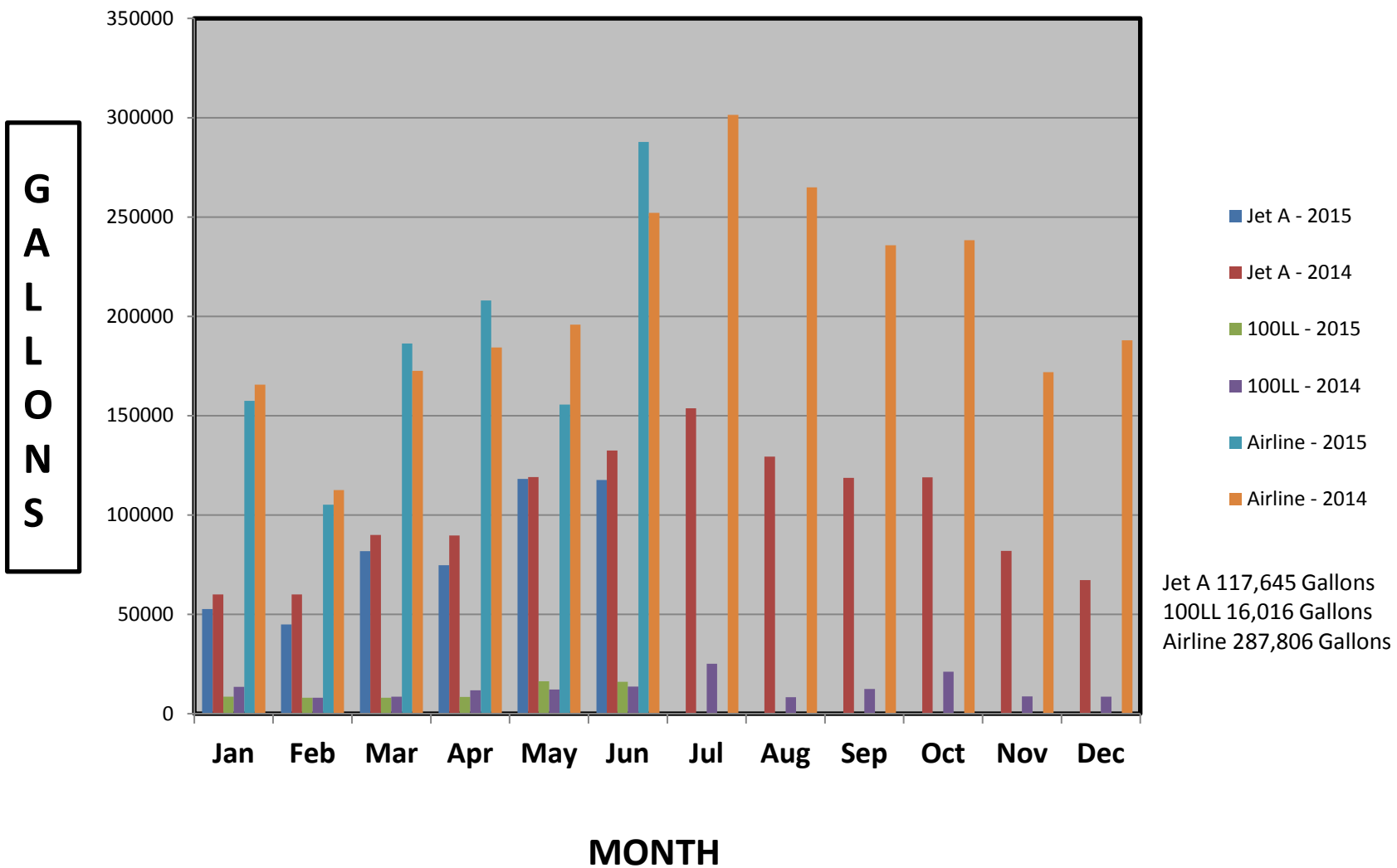
ASHEVILLE REGIONAL AIRPORT Annual Operating Revenue by Month June 2015



ASHEVILLE REGIONAL AIRPORT Annual Operating Expenses by Month June 2015



**ASHEVILLE REGIONAL AIRPORT
FUEL SALES - GALLONS
June 2015**



**Asheville Regional Airport
Project Report - August 2015**

Design Phase														
Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 08/01/2015)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 08/01/2015)	Start Date	End Date	Current Project Status (as of 08/01/2015)
1	Airfield Re-Development Project	Budget for the complete project							\$64,000,000.00	25.3%	\$16,204,304.00			All Engineer contracts and expenses will be inclusive of budget.
1A	Airfield Re-Development Project	Phase I - Design Services	RS&H	\$447,983.00	N/A	N/A	\$0.00	0.00%	<i>(Overall total included in above number)</i>	75%	\$335,582.73	Dec-12	Dec-15	Project Management work continues.
1B	Airfield Re-Development Project	Phase II - Design Services and Project Management.	RS&H	\$1,842,318.00	N/A	N/A	\$0.00	0.00%	<i>(Overall total included in above number)</i>	65.0%	\$1,195,566.39	Jun-13	Dec-15	Project Management work continues.
1C	Airfield Re-Development Project	Phase III and IV - Design Services and Project Management.	RS&H	\$2,399,826.00	N/A	N/A	\$0.00	0.00%	<i>(Overall total included in above number)</i>	2.22%	\$53,426.22	Dec-14	May-18	90% design plans for BP3 are in process.
1D	Airfield Re-Development Project	New Runway Design	Michael Baker Engineering Inc.	\$397,257.94	N/A	N/A	\$0.00	0.00%	<i>(Overall total included in above number)</i>	100%	\$397,257.94	Mar-13	Sep-14	Contract is completed.
1E	Airfield Re-Development Project	Temporary Runway/Taxiway Design	AVCON	\$1,837,826.00	N/A	N/A	\$0.00	0.00%	<i>(Overall total included in above number)</i>	92.5%	\$1,700,432.40	Mar-13	Dec-15	Construction support services continue.
1F	Airfield Re-Development Project	New Runway Design	AVCON	\$1,902,676.06	N/A	N/A	\$0.00	0.00%	<i>(Overall total included in above number)</i>	17.7%	\$337,650.45	Mar-13	May-18	90% design plans for BP3 are in process.
1G	Airfield Re-Development Project	Miscellaneous and Administrative Expenses			N/A	N/A	\$0.00	0.00%	<i>(Overall total included in above number)</i>		\$2,479,999.47	Jan-13	Dec-17	Misc., Admin., \$642K FAA Reimbursable expenses and land acquisition costs of 1.5M are included in this figure.
2	Water Hydrant Service Station	Install deicing truck refill station	Delta Airport Consultants	\$16,500.00	N/A	N/A	\$0.00	0.00%	\$16,500.00	0.00%	\$0.00	Jul-15	Sep-15	Design continuing.

Construction Phase														
Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 08/01/2015)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 08/01/2015)	Start Date	End Date	Current Project Status (as of 08/01/2015)
1	Westside Area 3	Construction for the Westside Project to level land utilizing engineered ash to fill and top with soil embankment/cap for future development.	AVCON	\$278,060.00	Charah	N/A	\$0.00	0.00%	\$278,060 * <i>(project expenses are being reimbursed by Charah through a separate agreement)</i>	95.8%	\$266,589.20	Mar-13	Jul-15	Ash placement complete with topsoil placement to be completed Mid-August, weather permitting.
2	Area 2	Construction for the Ash Fill on the NE for future development.	AVCON	\$466,140.00	Charah	N/A	\$0.00	0.00%	\$466,140 * <i>(project expenses are being reimbursed by Charah through a separate agreement)</i>	14.7%	\$68,783.53	Dec-14	May-17	Agreements pending with Duke Energy and Charah.

**Asheville Regional Airport
Project Report - August 2015**

Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 08/01/2015)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 08/01/2015)	Start Date	End Date	Current Project Status (as of 08/01/2015)
3	Temporary Runway 17-35 Site Preparation and Grading	Site preparation, drainage and retaining wall construction for new temporary runway/taxiway.	RS&H and AVCON, Inc.	Amount included in Phase 1 Design Fees	Thalle Construction Company, Inc.	\$8,856,193.00	\$34,119.73	0.38%	\$9,741,812.30	91.5%	\$8,131,331.50	Jun-14	Dec-14	Final payment pending. Overall work completed and percentage 100%. Percentage reduced due to work removed or adjusted in contract cost.
4	Temporary Runway 17-35 Paving, Lighting and NAVAIDS	Construction of new temporary runway - parallel taxiway B	RS&H and AVCON, Inc.	Amount included in Phase 3 Design Fees	Harrison Construction Company	\$12,435,884.00	\$0.00	0.00%	\$13,057,678.00	12.6%	\$1,573,056.90	Mar-15	Dec-15	Stone base, cement treatment, taxiway connector electrical conduit, and pavement pre-construction meeting held. Paving to begin early August.
5	Entryway Improvements	Replacement entrance sign, landscaping and road sign placement due to NCDOT project in front of airport.	Delta Airport Consultants Inc.	\$84,507.00	Young and McQueen Construction	\$414,725.00	-\$2,593.00	0.00%	\$84,507.00 (Design) & \$434,725.00 (Construction)	92.0%	\$475,882.53	Nov-14	Jul-15	Work completed. Percentage 100% complete with reduction of amount of contract charged.
6	Additional Remote Parking	Gravel Parking Lots	Delta Airport Consultants	\$41,500.00	Young & McQueen Construction	\$215,545.00	\$0.00	0.00%	\$41,500 (Design) & \$215,545 (Construction)	0.00%	\$0.00	Apr-15	Sep-15	Survey, staking, erosion control measures and light grading has been completed.

Amounts are based on invoices received and processed through Development.

Airportsurvey.com



AVL

Airport Facilities Review For 2nd Quarter 2015

Welcome

- Welcome to the Airportsurvey.com Airport Facilities Review for the recent quarter, a complimentary data set provided to Airportsurvey.com participating airports
- The following slides provide non-weighted scores and ratings based on an independent survey of air travelers
- Note that passenger responses are based on perception, rather than objective assessment
- Value Added Services available from Canmark include:
 - Report analysis
 - Statistical testing
 - Air carrier responses
 - Non-facility responses
 - Tailored comparison sets
 - Passenger demographics
 - Sample size enhancement
 - Targeted and customized reporting
 - Custom survey questions and content

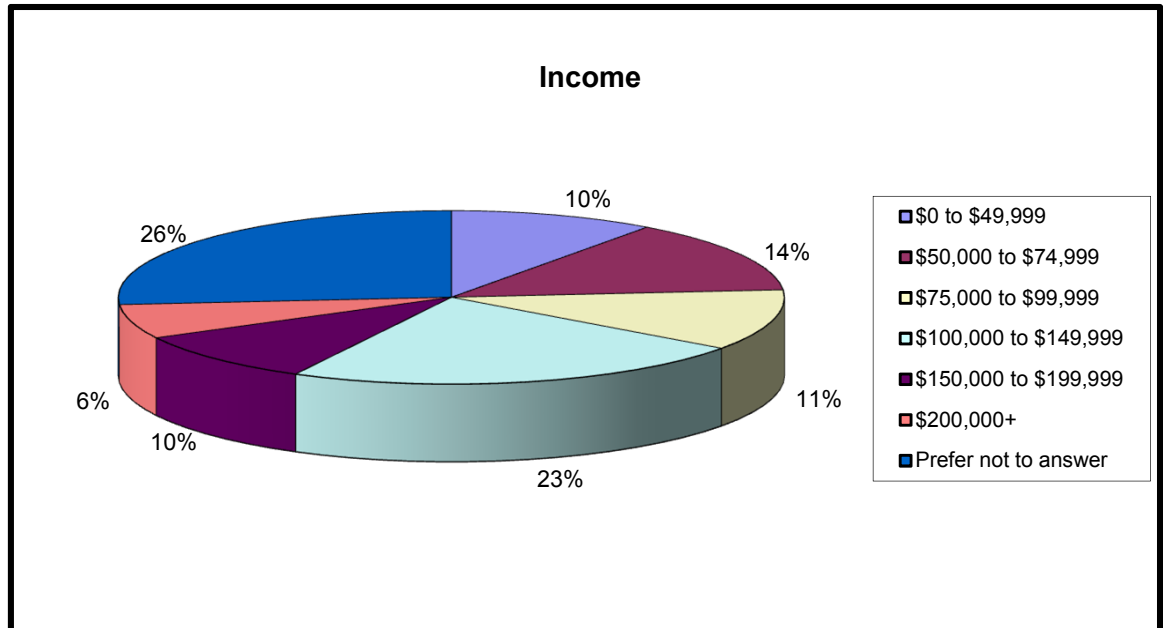
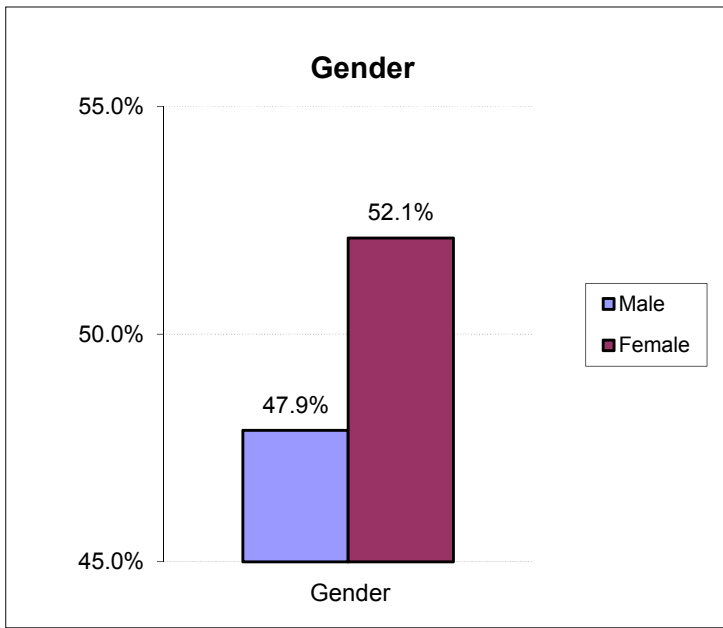
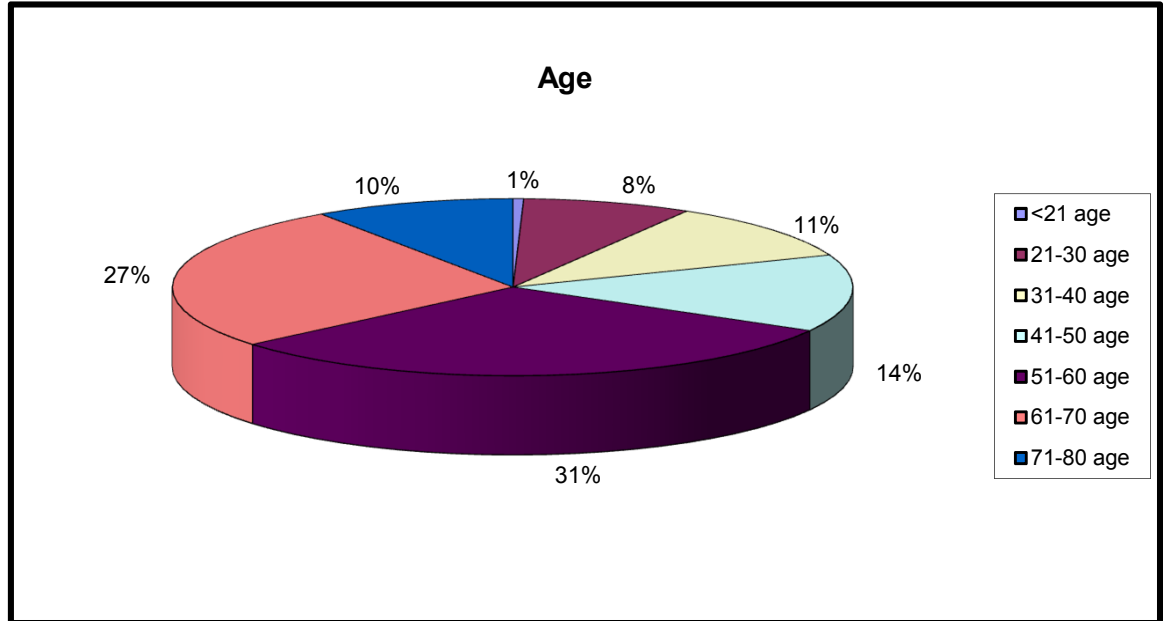
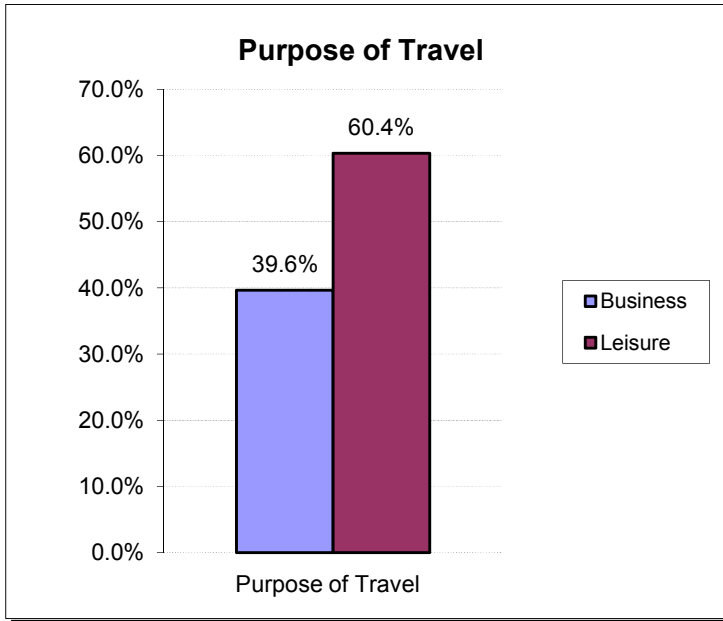
No representations are made as to the completeness or accuracy of information contained herein. Airport facility raw data is available upon request.

Overview

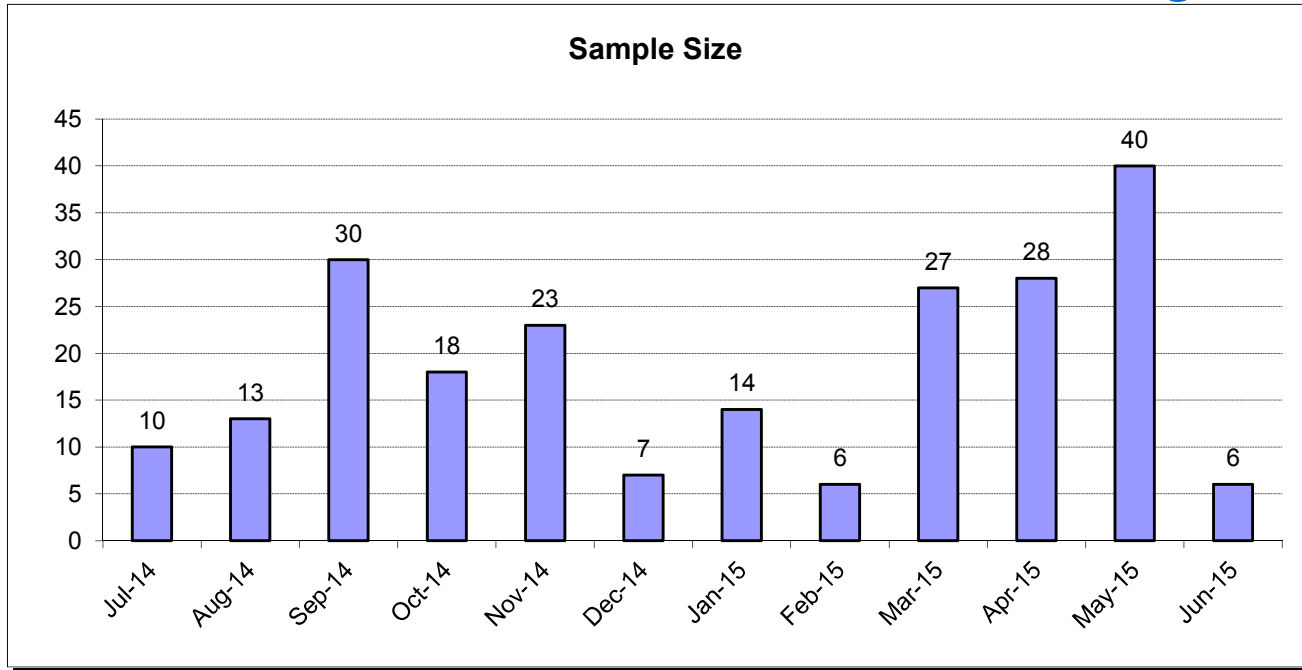
- ***Airportsurvey.com*** is an ongoing, all-inclusive online passenger satisfaction survey program from Canmark Research Center
- Invitations to take the survey are distributed at select airports across the country
- Over 30 airports participate
- Each survey invitation card is single-use, and must reference an actual flight
- Survey distribution occurs approximately three days per month
- Response scale is 1 through 5: Poor, Fair, Good, Very Good, Excellent
- Survey participants have a chance to win round-trip airline tickets
- Response rates vary from 10% to 20% based on location
- Facilities attributes are scored according to check-in airport
- Airports are grouped into three tiers according to DOT originating revenue*

*Updated 4rd Quarter 2012

Passenger Demographics



General Findings



Sample is clustered around airport invitation distribution dates.

Sample reflects passengers intercepted at arrival airports who rated check-in airport.

	AVL	Similar	+/-	Pct
Overall	4.36	4.19	0.16	3.7%
Availability of parking	3.74	4.10	(0.37)	-9.9%
Cost of parking	3.66	3.61	0.05	1.3%
Clear, easy to follow signs	4.28	4.13	0.15	3.6%
Cleanliness	4.49	4.27	0.22	4.8%
Availability of restrooms	4.46	4.29	0.17	3.9%
Cleanliness of restrooms	4.42	4.21	0.21	4.7%
Concessions / restaurants	3.69	3.72	(0.02)	-0.6%
Transportation to your gate / concourse / terminal	4.36	4.07	0.29	6.7%
Speed of Customs and Immigration	4.06	4.10	(0.04)	-0.9%
Ease of following Customs and Immigration procedures	4.09	4.13	(0.04)	-1.0%
Overall departure airport concourse	4.39	4.21	0.18	4.1%
Security: Wait time at checkpoint	4.24	4.29	(0.05)	-1.2%
Security: Professionalism of personnel	4.35	4.32	0.02	0.6%
Security: Confidence in airport security procedures	4.24	4.14	0.10	2.3%

Statistical means testing not performed on results

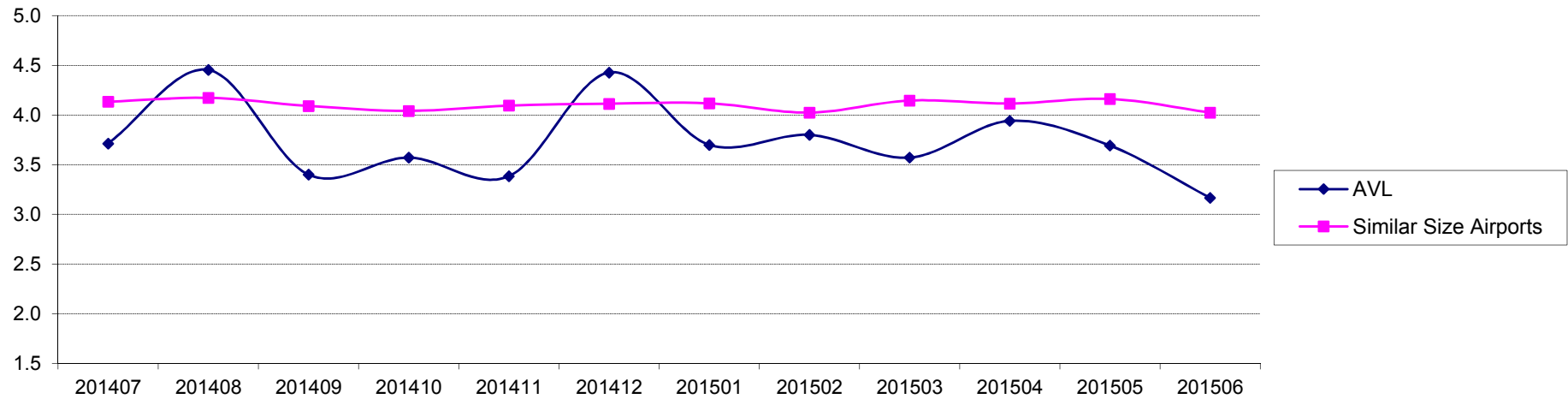
AVL	
Responses	222

Overall Satisfaction with Airport Facilities

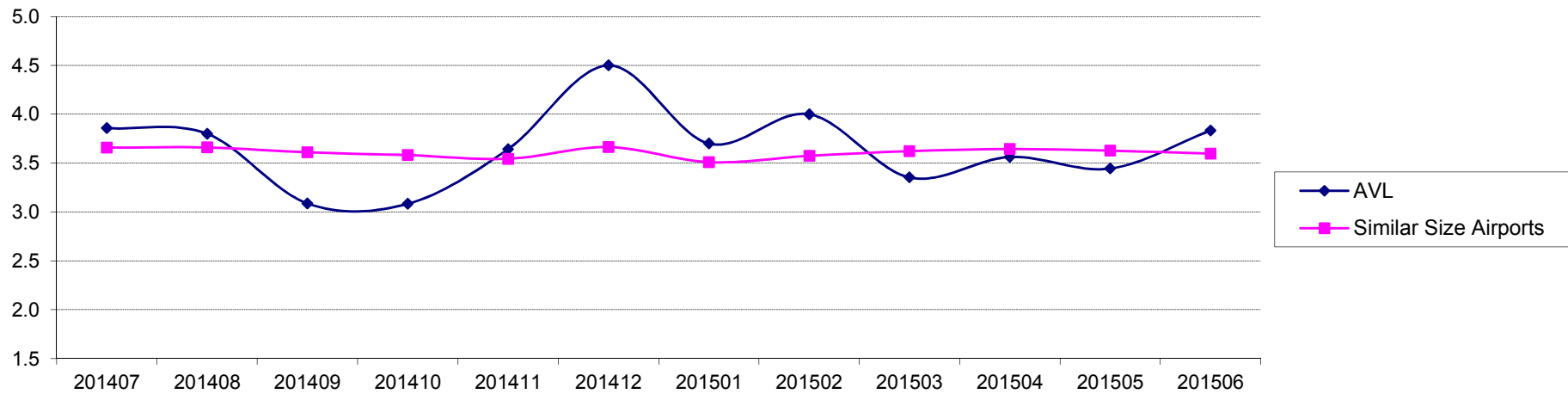


Parking Satisfaction

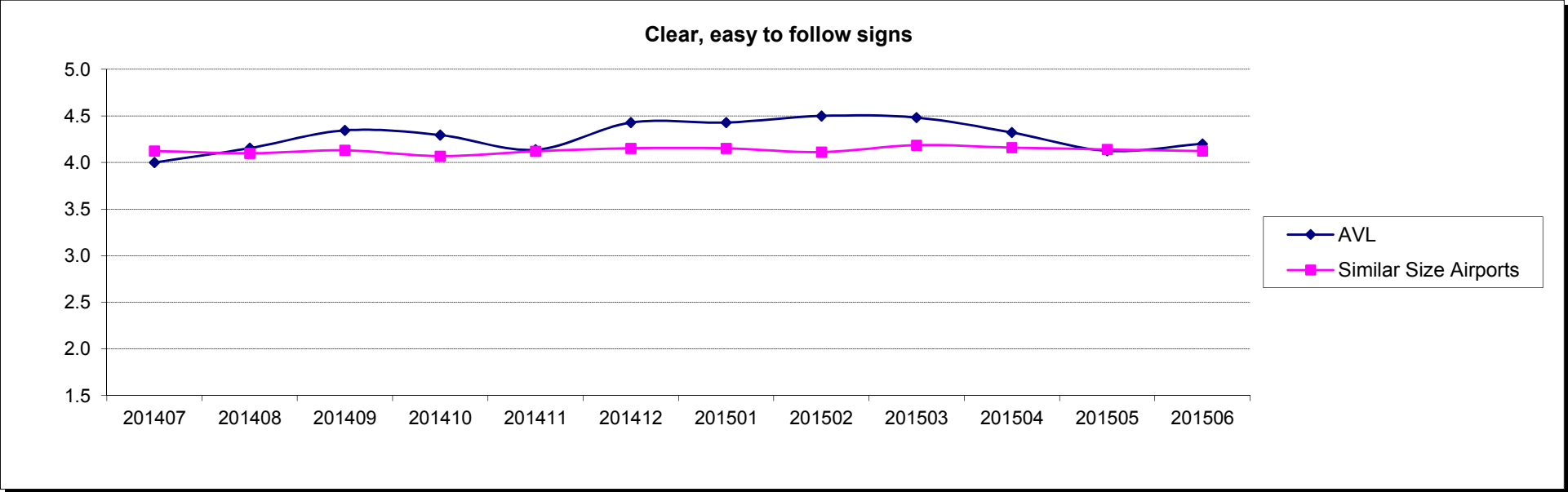
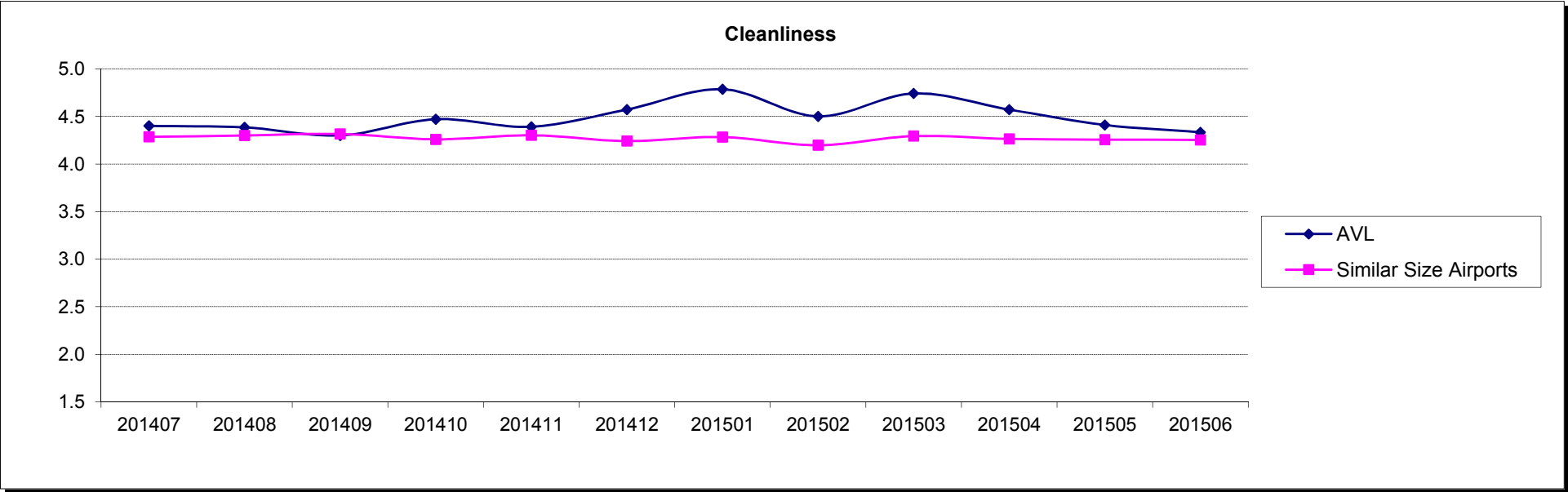
Availability of parking



Cost of parking

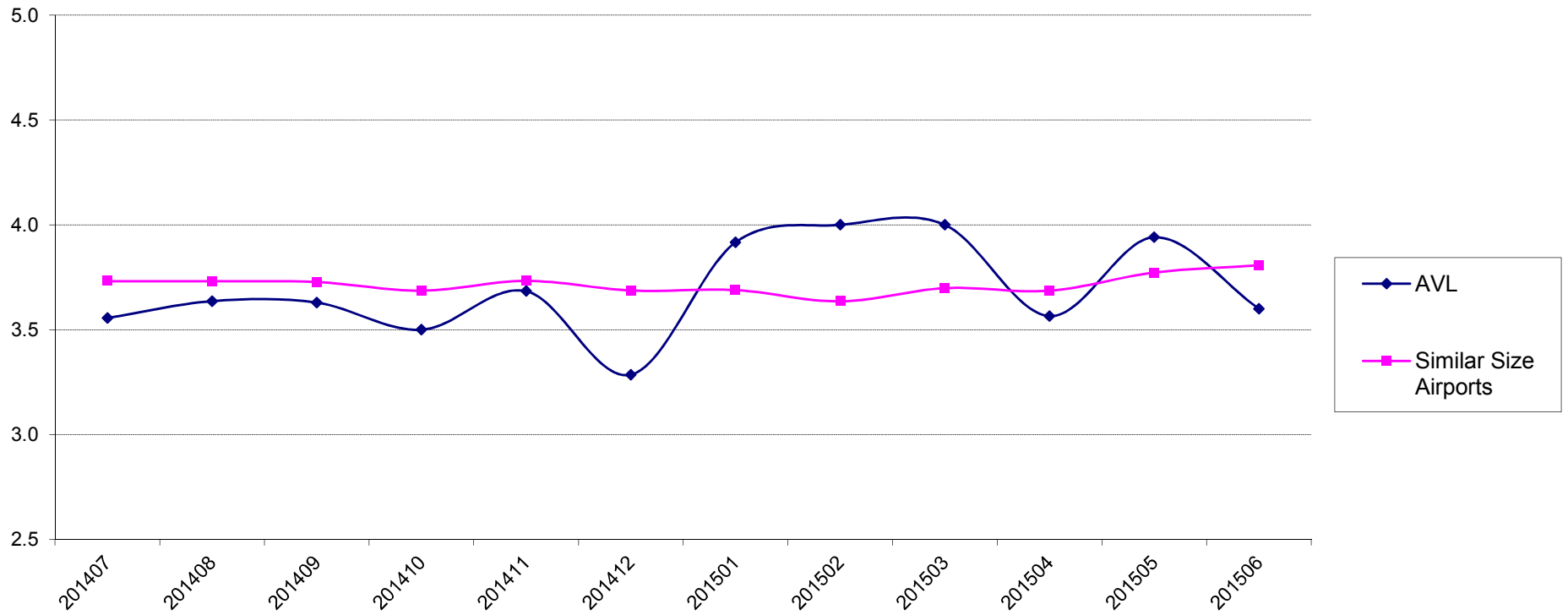


Cleanliness and Signage



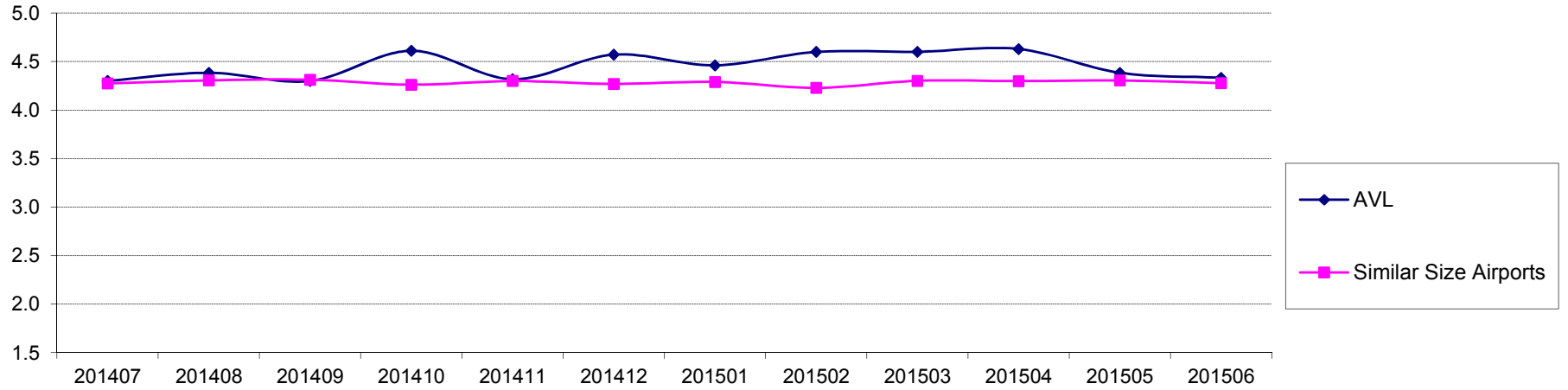
Concessions

Concessions/Restaurants

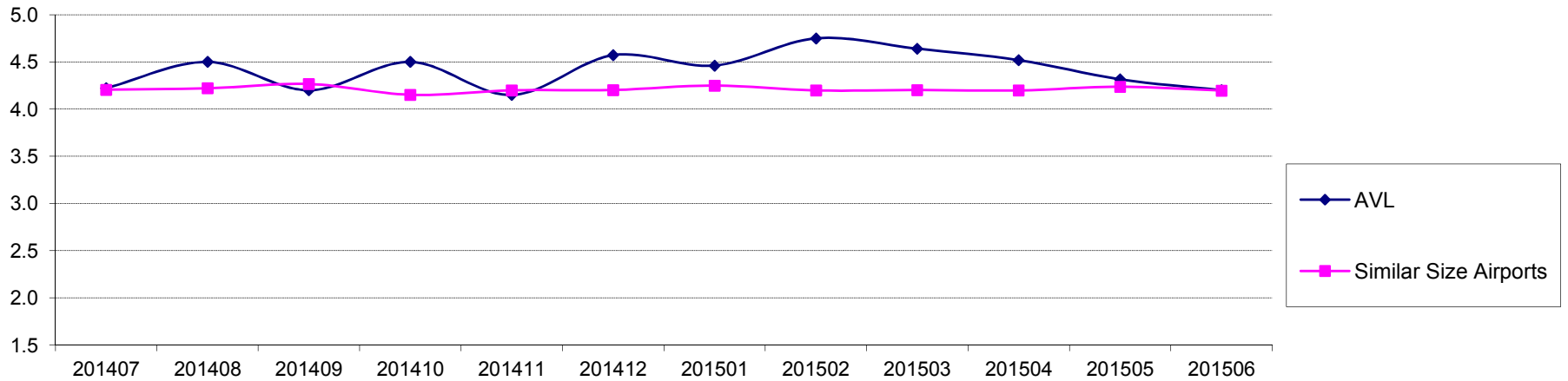


Restrooms

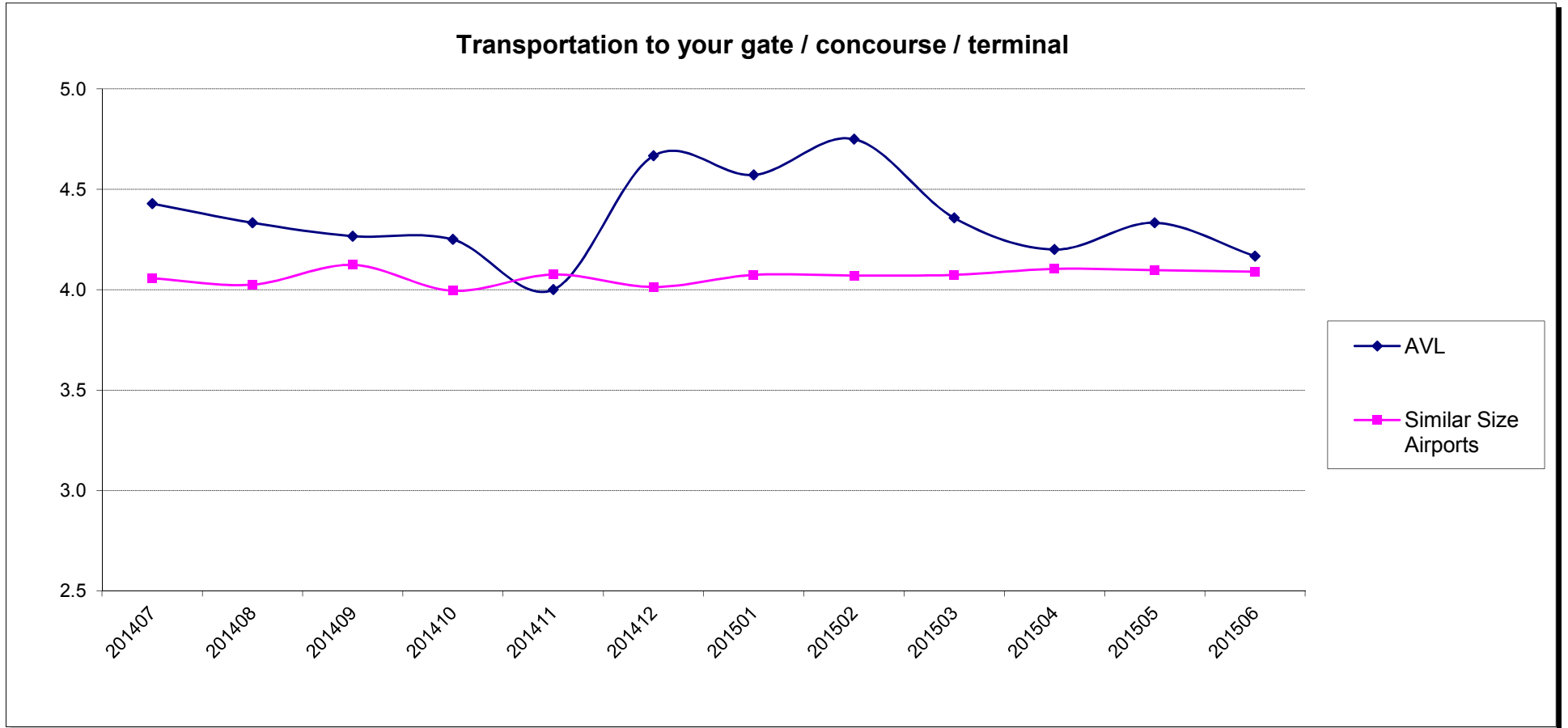
Availability of Restrooms



Cleanliness of Restrooms

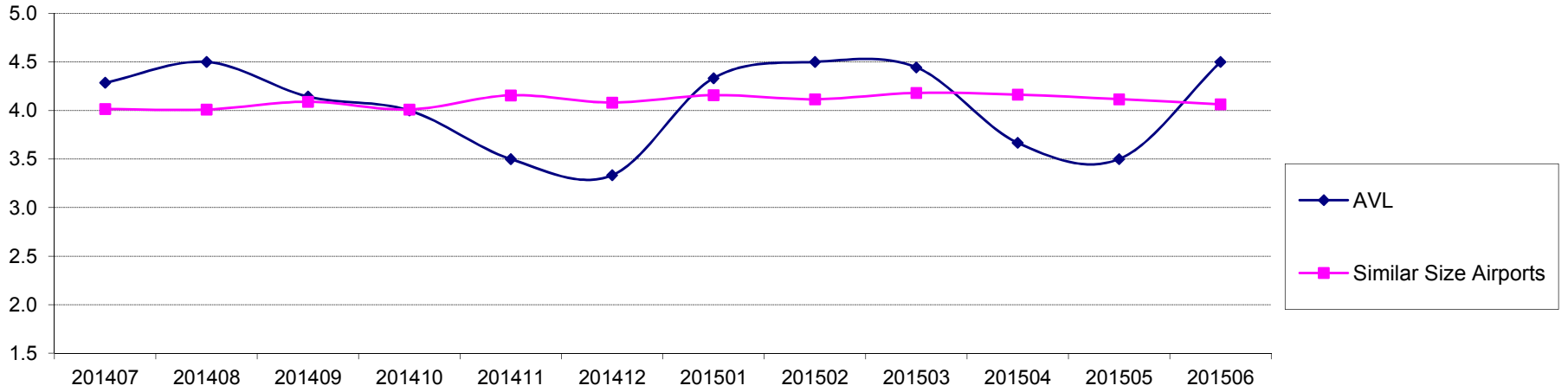


Transportation to Departure Gate

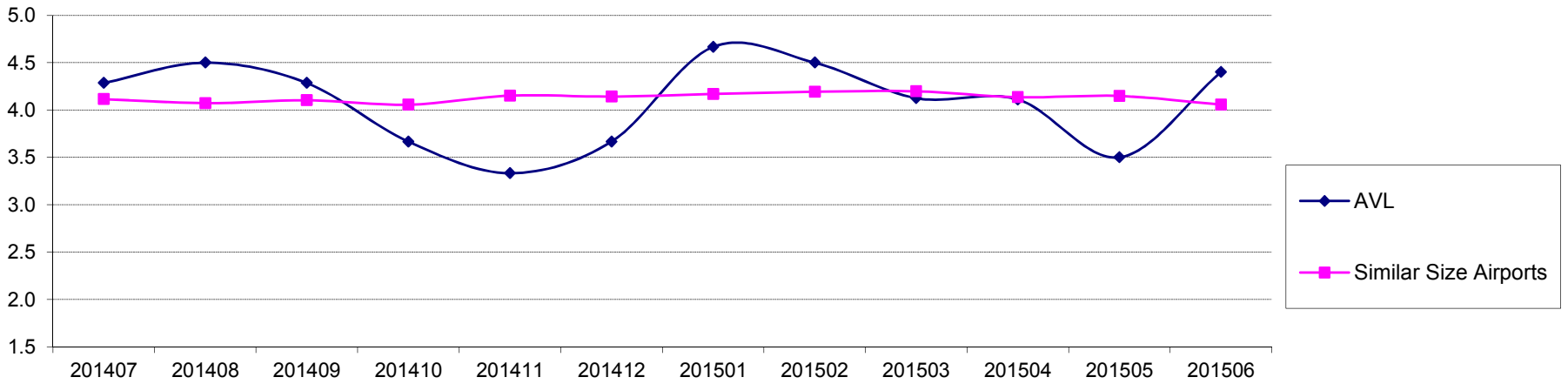


Customs

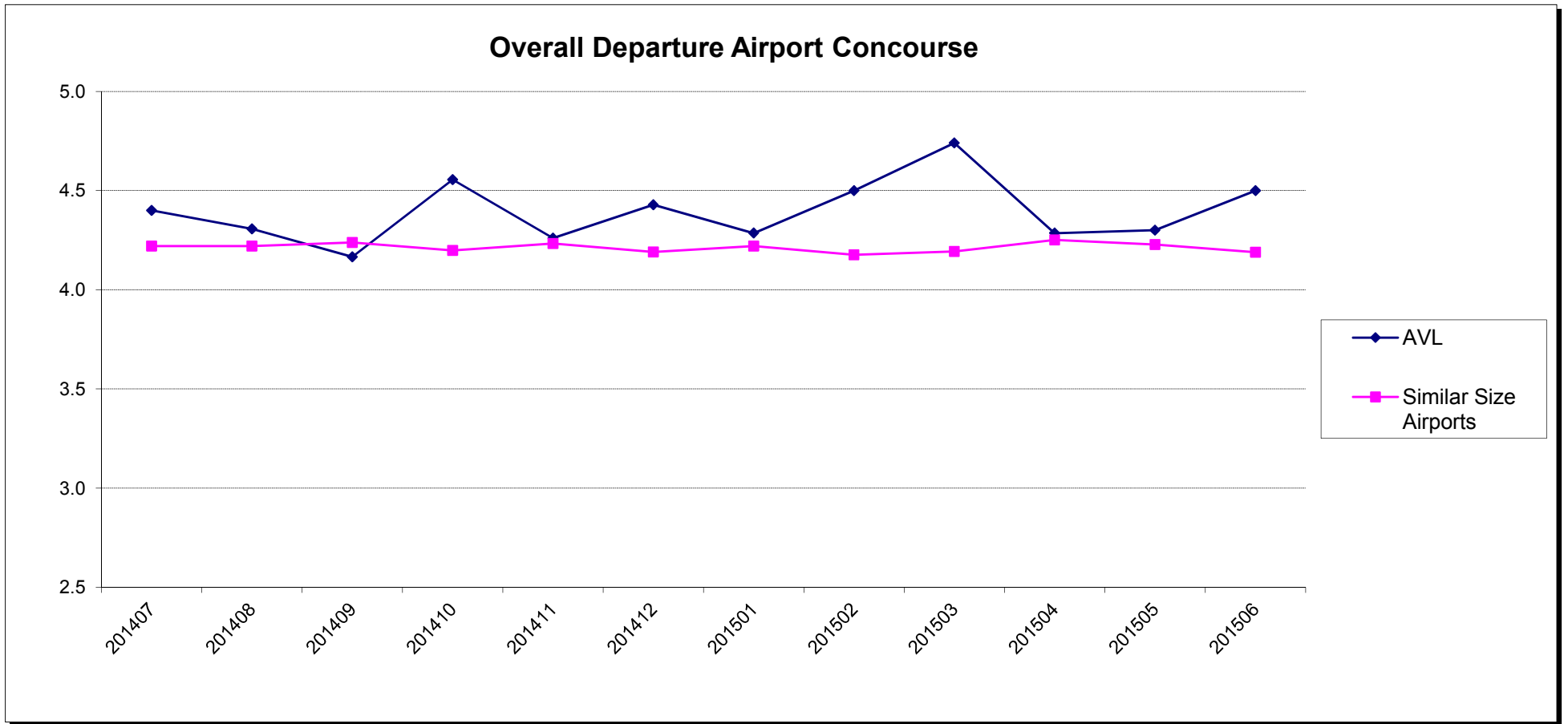
Speed of Customs and Immigration



Ease of following Customs and Immigration

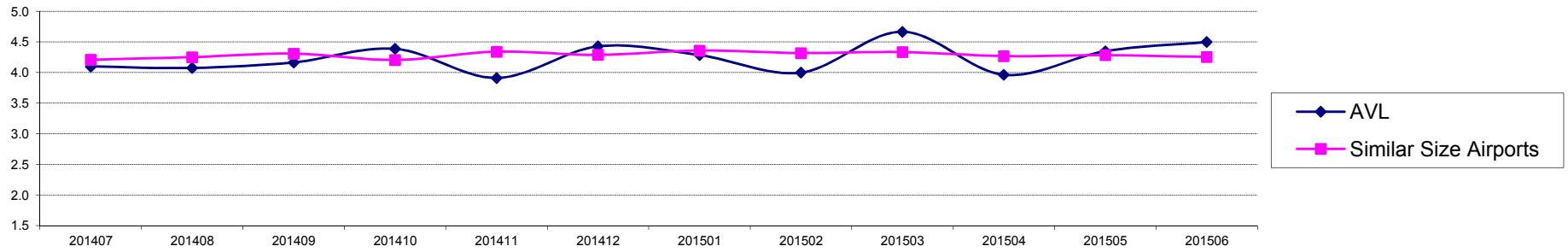


Overall Departure Airport Concourse

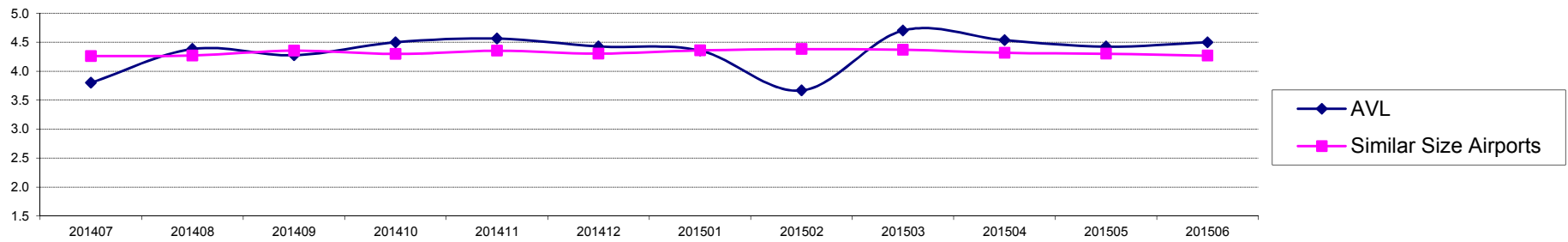


Airport Security

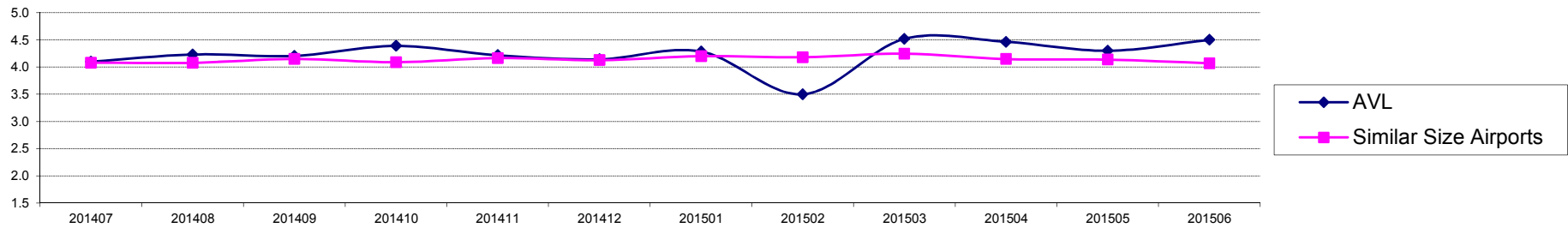
Security: Wait time at checkpoint



Security: Professionalism of security personnel



Security: Confidence in airport security procedures



Appendix A - Geographic Breakdown of Respondents

AL	2	TX	7
AR	1	VA	1
AZ	3	WA	1
CA	4	WI	3
CO	1	ASIA	1
CT	1	CANADA	2
FL	12	EUROPE	1
IA	2	MEXICO	1
ID	1		
IL	1		
IN	1		
KS	1		
LA	2		
MA	4		
MD	2		
ME	2		
MI	3		
MN	1		
MS	1		
NC	136		
ND	1		
NJ	1		
NY	6		
OH	4		
OR	1		
SC	2		

Note: Only includes passengers who indicated state of residence

Proprietary and Confidential

Appendix B - About Canmark

- Since 1993 Canmark Technologies has combined market research, programming, and technical expertise with thoughtful attention to client needs. Our problem-solving orientation has earned the respect of business clients and market researchers across North America.
- With an experienced staff of technical experts and project managers specializing in various fields of data capture and manipulation, programming and software development, web design and scripting, Canmark is able to leverage superior technology and know-how to support projects of all types and scope in the most cost-effective manner possible.
- Areas of expertise include survey development and delivery, project and data management services, requirements gathering, data sampling, paper and web forms management, custom lasering and printing, distribution logistics, data processing, custom programming for data cleansing, reporting and data analysis, and project consulting.
- We stand ready to meet your data needs, if you have any questions, please do not hesitate to contact us.

Appendix C - Contacts

Paul Isaacs, President
pisaacs@canmarktech.com
1-877-441-2057, ext. 11



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