



AGENDA

Greater Asheville Regional Airport Authority Regular Meeting
Thursday, March 24, 2016, 8:30 a.m.
Conference Room at Administrative Offices

NOTICE TO THE PUBLIC: The Airport Authority welcomes comments from the public on any agenda item. Comments are received prior to the Board's discussion of the agenda item. Comments are limited to five minutes. If you wish to comment on an agenda item, please deliver a request card (available in the meeting room) to the Clerk to the Board prior to the agenda item being called by the Chair.

- I. CALL TO ORDER
- II. SERVICE AWARD PRESENTATION:
 - A. Ricky Peterson – 10 Years
- III. OLD BUSINESS:
 - A. Public Hearing and Final Adoption of the Authority's Fiscal Year 2016/2017 Budget ([document](#))
- IV. NEW BUSINESS: None
- V. DIRECTOR'S REPORT:
 - A. Washington, DC Conference Update
- VI. AUTHORITY MEMBER REPORTS
 - A. Key Strategic Elements ([document](#))
- VII. PUBLIC AND TENANTS' COMMENTS



VIII. CALL FOR NEXT MEETING

IX. CLOSED SESSION:

Pursuant to Subsections 143-318.11(a)(3) and (6) of the General Statutes of North Carolina to Consult with Legal Counsel in Order to Preserve the Attorney-Client Privilege and to Consider Personnel Matters.

X. ADJOURNMENT

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



MEMORANDUM

TO: Members of the Airport Authority

FROM: Janet Burnette, Director of Finance and Accounting

DATE: March 24, 2016

ITEM DESCRIPTION – Old Business Item A

Public Hearing and Final Adoption of the Authority's Fiscal Year 2016/2017 Budget

BACKGROUND

A proposed preliminary Fiscal Year 2016/2017 Budget and Budget Ordinance were presented to the Authority Board at the Board meeting held on February 12, 2016. The Authority Board approved the proposed budget at the Board meeting held on March 11, 2016. The budget documents have remained available for public inspection and comment since March 11, 2016, with one public comment to date. The public comment was a request for the Board to consider a scaled fee structure for the ground transportation permit fee listed on the Supplemental Fees and Charges schedule.

ISSUES

A Public Hearing is required under Chapter 159 of the General Statutes of North Carolina before final adoption of the 2016/2017 Budget Ordinance.

ALTERNATIVES

None recommended.

FISCAL IMPACT

As outlined in the 2016/2017 Budget Ordinance.



RECOMMENDED ACTION

It is respectfully requested that following the Public Hearing on the Fiscal Year 2016/2017 Budget that the Greater Asheville Regional Airport Authority Board resolve to adopt the enclosed Fiscal Year 2016/2017 Budget Ordinance.

Enclosure

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
2016-2017
BUDGET ORDINANCE**

BE IT ORDAINED by the Greater Asheville Regional Airport Authority that, pursuant to Section 159-13 of the General Statutes of North Carolina, the 2016-2017 Budget Ordinance of the Airport Authority is hereby set forth as follows:

Section 1. The following amounts are hereby appropriated for the operation of the Greater Asheville Regional Airport Authority for the fiscal year beginning July 1, 2016 and ending June 30, 2017 in accordance with the following schedules:

EXPENDITURES

| | |
|---|-----------------------------------|
| Administration Department | \$ 695,209 |
| Development Department | 429,985 |
| Executive Department | 609,463 |
| Finance Department | 437,301 |
| Guest Services Department | 207,850 |
| Information Technology Department | 819,247 |
| Marketing Department | 526,877 |
| Operations Department | 3,348,452 |
| Public Safety Department | 1,430,815 |
| Emergency Repair Costs | 75,000 |
| Reimbursable Costs | 214,000 |
| Carry-over Capital Expenditures from Prior Year | 5,651,295 |
| Capital Improvement | 47,545,425 |
| Equipment and Small Capital Outlay | 150,000 |
| Renewal and Replacement | 649,187 |
| Business Development | 300,000 |
| Debt Service | 626,823 |
| Contingency | 150,000 |
| Total Expenditures | <u><u>\$63,866,929</u></u> |

Section 2. It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

REVENUES

| | |
|--|----------------------------|
| Administration (Interest Income) | \$ 30,000 |
| Terminal | 4,588,257 |
| Airfield | 898,950 |
| General Aviation | 1,018,890 |
| Parking Lot | 2,869,850 |
| Other | 214,257 |
| Reimbursable Costs | 214,000 |
| Passenger Facility Charges | 1,708,500 |
| Customer Facility Charges | 1,300,000 |
| Federal Grants – AIP Entitlements | 2,769,447 |
| Federal Grants – AIP Discretionary Funds | 25,619,709 |
| NC Department of Transportation Grants | 0 |
| Transfer to GARAA Cash/Investments | 22,635,069 |
| Total Revenues | <u><u>\$63,866,929</u></u> |

Section 3. The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He may transfer amounts between line item expenditures within a budget ordinance line item without limitation and without a report being required. These changes should not result in increased recurring obligations such as salaries.
- b. He may transfer amounts up to \$60,000 from contingency appropriations to other budget ordinance line items within the same fund. He must make an official report on such transfers at the next regular meeting of the board.

Section 4. This Budget Ordinance shall be entered in the minutes of the Greater Asheville Regional Airport Authority and within five (5) days after its adoption copies shall be filed with the Finance Officer, the Budget Officer and the Clerk to the Board of the Greater Asheville Regional Airport Authority as described in G.S. 159-13.

Section 5. This ordinance shall become effective on July 1, 2016.

Adopted this 24th day of March, 2016.

Robert C. Roberts, Chair

Attested by:

Ellen Heywood, Clerk to the Board

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