

**REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
May 10, 2024**

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, May 10, 2024 at 8:30 a.m. in Council Chambers at the Fletcher Town Hall, 300 Old Cane Creek Road, Fletcher, NC 28732.

MEMBERS PRESENT: Brad Galbraith, Chair; Britt Lovin, Vice-Chair; Carl H. Ricker, Jr.; Susan Russo Klein; Laura B. Leatherwood; and Gene O. Bell

MEMBERS ABSENT: Nathan Kennedy

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

ALSO PRESENT: Alexandra Farmer; Jason Sandford, Asheville.com; Amanda Sheridan, McFarland Johnson; James Moose, Avcon; Travis Bird, Avcon; Matt Thocker, Signature Aviation

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

INTRODUCTION OF NEW CHIEF OPERATING OFFICER: The president stated that with Mike Reisman's retirement in June, a new COO has been selected. The president introduced Alexandra "Lexie" Farmer to the Board and advised the Board that Ms. Farmer will begin work with the Authority on May 28th.

EMPLOYEE RECOGNITION: The Chair recognized Lt. Chris Hudson with a service award and gift for his 25 years of service with the Authority.

PRESENTATIONS: None

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

CONSENT ITEMS: The Chair stated that Consent Item B, Approval of the Greater Asheville Regional Airport Authority April 12, 2024 Closed Session Minutes, would be pulled for review in Closed Session.

A. Approval of the Greater Asheville Regional Airport Authority April 12, 2024 Regular Meeting Minutes: Ms. Russo Klein moved to approve the Greater Asheville Regional Airport Authority April 12, 2024 Regular Meeting Minutes. Dr. Leatherwood seconded the motion and it carried unanimously.

OLD BUSINESS: None

NEW BUSINESS:

A. Approval of Scope of Services No. 1 with Avcon Engineers and Planners, Inc. for design of the Taxiway A Rehabilitation Project: Jared Merrill reported that a section of Taxiway A has been designated for rehabilitation on the Capital Improvement Plan in the upcoming fiscal year. This section of Taxiway A was not improved during the Airfield Redevelopment project, and much of the pavement has exceeded its useful life. Staff worked with Avcon to develop a scope of work for the design and construction administration to rehabilitate 6,820 feet of Taxiway A, to rehabilitate connector taxiways, and grading and drainage improvements along the southeast section of the airfield. Also included in the scope of work were two alternative designs that Mr. Merrill reviewed with the Board. Mr. Merrill stated that the cost of Avcon's services is \$1,129,142.00 with 90% of this work to be funded utilizing FAA Entitlement Funds and the remaining with airport funds.

Mr. Bell moved to approve the Scope of Services No. 1 with Avcon Engineers and Planners, Inc. in the amount of \$1,129,142.00 and authorize the President & CEO to execute the necessary documents. Dr. Leatherwood seconded the motion and it carried unanimously.

B. Approval of Construction Contract Change Order No. 2 for the Air Traffic Control Tower and Associated Facilities Project: Jared Merrill reminded the Board of the contract and change order with Kokolakis Contracting, Inc. for construction of the Air Traffic Control Tower that were previously approved. Mr. Merrill reviewed the work encompassed in Change Order No. 2 and stated that the design team and their sub-

consultants have reviewed the changes and recommend moving forward. Mr. Merrill informed the Board that the total cost of Change Order No. 2 is \$136,504.18, that the cost falls within the construction allowance that was approved with the contract, and that the change order does not require a budget amendment.

A question was raised concerning the reason for the change orders and Mr. Merrill responded that items develop through the submittals of different materials and methods during the project, as well as requests for information the contractor submits to the design team and the changes that have resulted from all of those types of correspondence.

Mr. Lovin moved to approve Change Order No. 2 with Kokolakis Contracting, Inc. in the amount of \$136,504.18 and authorize the President & CEO to execute the necessary documents. Ms. Russo Klein seconded the motion and it carried unanimously.

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

A. Registration for 5k: The president advised the Board that the next 5k will be held on August 17th and that registration for the event has opened. The Board was encouraged to let staff know if they would like to participate in the 5k or attend the event.

B. Credit Rating Agencies Update: The president reported that during the bond process in 2022 and 2023, Kroll and Moody's credit rating agencies were selected to assess the Authority's risk. Kroll rated the Authority at a score of A+ and Moody's at a score of Baa2. The agencies reassess the ratings on an annual basis, and both agencies gave the same scores to the Authority. Public notices have been issued by both agencies.

C. Broadmoor Golf Course Sub-lease: The president stated that as mentioned at the April meeting, staff has been exploring an opportunity with Broadmoor Golf Course regarding a sub-lease. DreamCatcher Hotels has decided to postpone the sub-lease of the golf course and anticipates bringing this back to the Board later in the summer.

D. Terminal Construction: With the busy summer season fast approaching and a reduced area at the airline ticket counters, the president mentioned that staff has put together a program to be proactive and mitigate congestion in that area. A letter to the editor will also be issued to bring awareness of the construction constraints to the community.

Tina Kinsey spoke about the plan created by staff to alleviate over-crowding in the ticket lobby. Mrs. Kinsey presented a diagram of the exterior queuing area located adjacent to the airline ticket counters. This open-air, covered area will be dedicated to passengers

waiting to check-in with airlines and will be staffed during peak times of the day with temporary help, AVL staff, and possibly volunteers.

A question was raised with regards to the volume of passengers at the TSA security checkpoint and Mike Reisman commented that the configuration of stanchions at the security checkpoint that staff erected last summer to help with the passenger flow should continue to be effective with queuing at the checkpoint this summer. A staff member may also be placed at the checkpoint during peak times to help direct passengers. The president commented that the security checkpoint is limited to three checkpoint lanes, however once the temporary checkpoint opens next summer, a fourth lane will be added by TSA.

Talking points for the Board Members were distributed for their use when asked questions by members of the community.

INFORMATION SECTION: No comments

PUBLIC AND TENANTS COMMENTS: None

CALL FOR NEXT MEETING: The Chair stated that the next regular meeting of the Board will be held on June 14, 2024 at Council Chambers, Fletcher Town Hall.

AUTHORITY MEMBER REPORTS:

A. Election of Authority Board Officer: Mr. Lovin stated that the Chair's term was due to expire at the end of June and that after discussions with the Board Members, the consensus of the Board was to re-elect the Chair for a second term.

Mr. Lovin moved to elect Brad Galbraith as Chair of the Greater Asheville Regional Airport Authority Board for a two-year term. Ms. Russo Klein seconded the motion and it carried unanimously.

CLOSED SESSION: At 9:05 a.m. Mr. Lovin moved to go into Closed Session Pursuant to North Carolina General Statute 142-318.11(a) subsections (3), (4), (5) and (6): to consult with an attorney retained by the Authority in order to preserve the attorney-client privilege between the attorney and the Authority, which privilege is hereby acknowledged; to discuss matters relating to the location or expansion of industries or other businesses in the area served by the Authority, to establish or instruct the Authority's staff or negotiating agents concerning the position to be taken by or on behalf of the Authority in negotiating the price and other material terms of a contract or

proposed contract for the acquisition of real property by purchase, option, exchange or lease; and, to consider the qualifications, competence, performance, character, fitness, and conditions appointment of an individual public officer or employee or prospective public officer or employee. Ms. Russo Klein seconded the motion and it carried unanimously.

Open Session resumed at 9:48 a.m.

GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY MAY 10, 2024 CLOSED

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

APPROVAL OF THE GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
APRIL 12, 2024 CLOSED SESSION MINUTES:

Mr. Lovin moved to approve the minutes for the Greater Asheville Regional Airport Authority April 12, 2024 Closed Session and to seal and withhold the minutes for the April 12, 2024 Closed Session from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Ms. Russo Klein seconded the motion and it carried unanimously.

PRESIDENT & CEO SUPPLEMENTAL RETIREMENT RESOLUTION:

Ms. Russo Klein moved to approve the following resolution. Dr. Leatherwood seconded the motion and it carried unanimously:

WHEREAS, it is the desire of the Greater Asheville Regional Airport Authority (the "Authority") to adopt a Supplemental Executive Retirement Plan effective May 10, 2024 (the "Plan") for President and CEO Lew Bleiweis, A.A.E. ("Mr. Bleiweis"); and,

WHEREAS, the Authority recognizes that Mr. Bleiweis is among the Authority's management and highly paid employees within the meaning of the Employee Retirement Income and Security Act ("ERISA"); and,

WHEREAS, the Authority recognizes the valuable services performed on its behalf by Mr. Bleiweis and wishes to encourage Mr. Bleiweis to continue his employment with the Authority; and,

WHEREAS, the Authority finds that this Plan is in the mutual interest of the Authority and Mr. Bleiweis;

NOW THEREFORE BE IT RESOLVED, that the Authority does hereby adopt, effective May 10, 2024, the Supplemental Executive Retirement Plan for Mr. Bleiweis,

and authorizes and empowers the Chair of the Authority to execute documents in connection therewith, including the Plan, on behalf of the Authority and to take whatever additional actions he deems necessary or desirable in order to accomplish the purpose of this resolution, including, but not limited to making any appropriate filings as required by ERISA with the Department of Labor.

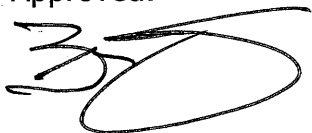
ADJOURNMENT: Dr. Leatherwood moved to adjourn the meeting at 9:51 a.m. Ms. Russo Klein seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood
Clerk to the Board

Approved:



Brad Galbraith
Chair