

**SPECIAL MEETING  
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY  
January 23, 2025**

The Greater Asheville Regional Airport Authority ("Authority") met on Thursday, January 23, 2025 at 8:30 a.m. in the Conference Room at the Authority's Administrative Offices, Asheville Regional Airport ("Airport"), 134 Wright Brothers Way, Fletcher, NC 28732.

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

**MEMBERS ABSENT:** None

**STAFF PRESENT VIRTUALLY:** Lew Bleiweis, President & CEO ("president"); and Tina Kinsey, Chief Administrative Officer

**STAFF AND LEGAL COUNSEL PRESENT:** Sabrina Presnell Rockoff, Authority Legal Counsel; Janet Burnette, Chief Financial Officer; Lexie Farmer, Chief Operations Officer; Christina Madsen, VP – Business Development and Properties; Jared Merrill, VP - Planning; and Ellen Heywood, Clerk to the Board

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

**EMERGENCY COMMERCIAL NORTH APRON RECONSTRUCTION:** Jared Merrill distributed photos of the north portion of the commercial apron pavement to provide a visual of the area as well as phasing drawings to highlight the impact the reconstruction will have to the gates when the north concourse is opened. Mr. Merrill stated that the north portion of the commercial apron which was constructed in 2005 was planned for rehabilitation in 2027 in the Capital Improvement Plan ("CIP"). Due to accelerated deterioration of the apron, staff requested that the Authority's consultants evaluate the pavement. The evaluation showed extensive Alkali-silica reaction ("ASR") and it was discovered that there was no stone base under this ramp, necessitating a more detailed design and reconstruction rather than rehabilitation. Mr. Merrill further stated that due to time constraints for the opening of the north concourse, the quickest solution was to add the reconstruction to the Terminal Modernization and Expansion project. A change order with Hensel Phelps will allow a subcontractor to work on the reconstruction project. To design the north apron reconstruction, an amendment to the design contract for the Terminal Modernization and Expansion project will also be necessary and staff has negotiated with Gresham Smith and Avcon to complete the design, geotechnical and survey work.

Mr. Merrill informed the Board that the estimate from Hensel Phelps for this work was \$7,288,234.00 and the additional design cost with Gresham Smith and Avcon was \$336,800.00. The rehabilitation of this apron was included in the CIP for \$3,200,000.00. However, since this is a full reconstruction, it will be necessary to add an additional \$4,000,000.00 to the CIP budget.

After brief discussions concerning the condition of the concrete and the current testing for ASR, the timing of the opening of the north concourse, and the impact to a number of gates and aircraft parking positions, Dr. Leatherwood moved to approve the change order to Hensel Phelps in the amount of \$7,288,234.00 to add the Ramp Reconstruction scope of work to their contract for the Terminal Project; approve the amendment to the design contract with Gresham Smith in the amount of \$336,800.00; authorize the President & CEO to execute the necessary documents; and amend the FY24/25 budget by adopting the following budget ordinance amendment. Mr. Lovin seconded the motion and it carried unanimously.

**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, 2025:

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

**EXPENDITURES:**

	<u>Decrease</u>	<u>Increase</u>
Capital Improvements		\$7,625,034.00
Totals		\$7,625,034.00

This will result in a net increase of \$7,625,034.00 in the appropriations. Revenues will be revised as follows:

**REVENUES:**

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA Cash		\$7,625,034.00
Totals		\$7,625,034.00

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

Adopted this 23<sup>rd</sup> day of January, 2025.

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Brad Galbraith, Chair

Attested by:

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Ellen Heywood, Clerk to Board

**APPROVAL OF AMENDMENT NO. 2 TO GROUND LEASE AND AGREEMENT BETWEEN SHEETZ, INC. AND THE GREATER ASHEVILLE REGIONAL AIRPORT**

**AUTHORITY:** Christina Madsen reminded the Board that at the November Board meeting the due diligence period for Sheetz, Inc. ("Sheetz") was extended to February 5, 2025 and the effective date for the rent to commence was May 10, 2025. Sheetz has been working with the North Carolina Department of Environmental Quality ("NCDEQ") on permits for this project. Ms. Madsen briefed the Board on the issue with one of the permits and stated that additional time will be needed for the NCDEQ to review and approve the permit. This will extend past the due diligence date of February 5, 2025, and Sheetz has requested an extension of the due diligence period. Staff agrees and recommends amending the due diligence period to expire on May 5, 2025 and the ground rent commencement date to July 1, 2025. Ms. Madsen further stated that budgeted Fiscal Year 2025 revenue would not commence until Fiscal Year 2026 and would require the following budget amendment:

[INTENTIONALLY LEFT BLANK]

**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, 2025:

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

**EXPENDITURES:**

	<u>Decrease</u>	<u>Increase</u>
Transfer to GARAA Cash	\$49,229.00	
Totals	<u>\$49,229.00</u>	

This will result in a net increase of \$49,229.00 in the appropriations. Revenues will be revised as follows:

**REVENUES:**

	<u>Decrease</u>	<u>Increase</u>
Land Leases	\$49,229.00	
Totals	<u>\$49,229.00</u>	

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

Adopted this 23<sup>rd</sup> day of January, 2025.

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Brad Galbraith, Chair

Attested by:

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Ellen Heywood, Clerk to the Board

Mr. Ricker moved to approve Amendment No. 2 to Ground Lease and Agreement between Sheetz, Inc. and the Greater Asheville Regional Airport Authority; authorize the President & CEO to execute the necessary documents; and amend the FY24/25 budget by adopting the budget ordinance amendment presented by staff. Ms. Russo Klein seconded the motion and it carried unanimously.

**ADJOURNMENT:** Mr. Lovin moved to adjourn the meeting at 9:09 a.m. Ms. Russo Klein seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood  
Clerk to the Board

Approved:



Brad Galbraith  
Chair