

**REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
February 14, 2025**

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, February 14, 2025 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; Susan Russo Klein; Laura B. Leatherwood; and Gene O. Bell

MEMBERS ABSENT: Carl H. Ricker, Jr.; Nathan Kennedy

STAFF AND LEGAL COUNSEL PRESENT: Sabrina Presnell Rockoff, Authority Legal Counsel; Lew Bleiweis, President & CEO ("president"); Lexie Farmer, Chief Operations Officer; Tina Kinsey, Chief Administrative Officer; 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; Kyle Montague, IT Systems Technician; Sam Finkelstein, IT Systems Technician; and Ellen Heywood, Clerk to the Board

ALSO PRESENT: Joe Weinflash, Civil Air Patrol; Ray Davis, Civil Air Patrol; Travis Bird, Avcon, Inc.; Paul Puckli, CHA Consulting; John Mafera, McFarland Johnson; James Wornall; Jim Lawson, AOPA

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

PRESENTATIONS: None

FINANCIAL REPORT: The president delivered a review of enplanements, aircraft operations, and general aviation activity for the month of December and stated that enplanements are moving in a positive direction with less decreases seen each month since Hurricane Helene. Janet Burnette reported on the financial activity for the month of December.

PUBLIC AND TENANTS COMMENTS: The Chair stated that a member of the public had requested to speak and to respect their time, if the Board had no objection, he would move this item up on the agenda.

Lt. Colonel Joe Weinflash with the Civil Air Patrol ("CAP") thanked the Board for the opportunity to speak. Lt. Colonel Weinflash made the Board aware of the CAP's impending relocation to a different hangar due to the airport's growth and need for the CAP's current hangar space. Lt. Colonel Weinflash requested assistance from the Board for the additional expenses the CAP will incur in the new rental space. The Board thanked Lt. Colonel Weinflash for the information and requested time to reflect on the appeal for assistance.

CONSENT ITEMS:

A. Approval of the Greater Asheville Regional Airport Authority December 13, 2024 Regular Meeting Minutes:

B. Approval of the Greater Asheville Regional Airport Authority January 23, 2025 Special Meeting Minutes:

C. Approval of Contract Modification with Arconas, Inc. for Revised Payment Terms:

D. Approval of Audit Contract for Fiscal Year Ending June 30, 2025:

E. Approval of Amendment No.1 between Paradies Lagardère @ AVL LLC and the Greater Asheville Regional Airport Authority:

F. Approval of Resolution Designating Official Depositories:

Mr. Lovin moved to approve Consent Items A-F. Dr. Leatherwood seconded the motion and it carried unanimously.

OLD BUSINESS: None

NEW BUSINESS:

A. Approval to Unseal Closed Session Minutes: The president reminded the Board of the policy to review closed session minutes for possible unsealing at the first Board meeting of each new year. The president stated that the Board has received copies of the closed session minutes that were being recommended for unsealing.

Mr. Bell moved to unseal those portions of Closed Session Minutes as designated and recommended by the President & CEO. Mr. Lovin seconded the motion and it carried unanimously.

B. Approval of Contract with Facility Planners Inc. for a Portion of the Furniture in the New Terminal Building: The president advised the Board that this item was being pulled from the agenda and would likely be on the agenda for the March meeting.

C. Approval of Change Order No. 5 to Hensel Phelps and Amendment 2F to Gresham Smith for the South Baggage Claim Expansion: Jared Merrill reminded the Board that staff was directed to move forward with the design for the expansion of the South Baggage Claim area to accommodate a third baggage carousel and restrooms in the future. The program manager and contractor for the Terminal Expansion and Modernization project have negotiated with the subcontractors to complete this additional work for a total of \$4,996,295.00. Mr. Merrill further stated that the expansion will necessitate an amendment to the design contract for the terminal project to complete the construction documents. The cost for Gresham Smith to complete this design work is \$155,000.00. Mr. Merrill explained that since the expansion of the South Baggage Claim area was not planned in the original scope of work, the following budget amendment would be necessary:

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		\$5,151,295.00
Totals	<hr/> <hr/>	<hr/> <hr/> \$5,151,295.00

This will result in a net increase of \$5,151,295.00 in the appropriations. Revenues will be revised as follows:

D. Approval of Construction Contract Change Order No. 5 with Kokolakis Contracting for the Air Traffic Control Tower and Associated Facilities Project:

Jared Merrill provided an overview of the \$2.4 million in change orders approved to date by the Board for the Air Traffic Control Tower project. Mr. Merrill informed the Board that six change order requests have been compiled into Change Order No. 5. Mr. Merrill outlined the details of the items included in the change order and stated that the total of Change Order No. 5 was \$75,771.45 and 14 days. The amount of the change order falls within the construction allowance that was approved for the project and does not require a budget amendment.

Mr. Lovin moved to approve Change Order No. 5 with Kokolakis Contracting in the amount of \$75,771.45 and an additional 14 calendar days, and authorize the President & CEO to execute the necessary documents. Dr. Leatherwood seconded the motion and it carried unanimously.

PRESIDENT'S REPORT:

A. Update on American and JetBlue Headquarter Visits: Tina Kinsey gave a briefing on the recent visits to the American and JetBlue headquarters. Mrs. Kinsey stated that the news from the airlines has been positive and that they are seeing demand come back quicker than other markets that have been impacted by major hurricanes. Staff will continue to stay in close contact with the airlines and to share information with tourism development organizations that are working to deploy advertising to help build the demand for tourism.

B. Opening of Ticket Counters and North Concourse: Lexie Farmer provided an update on the opening of the ticket counters and the north concourse that will begin in early June and be completed by mid-July. Mrs. Farmer detailed the microphasing including a split configuration that will ensure a smooth transition, the contingencies that will be in place, and the concessions that will be available for passengers. Mrs. Farmer also mentioned that with some rearranging and redesigning of the layout of the gates to provide more capacity for the larger aircraft, by early to mid-July, 8 gates will be up and running in phase 1 with 5 gates using jet bridges and 3 gates ground boarding.

Mrs. Farmer was asked if the airlines would have additional staff in place during the move to the new concourse, and she responded that the airlines have been encouraged to bring in additional staff. The consultant that was hired to assist with the logistics of the opening has been working with both the local and corporate teams on all details. TSA has committed to staffing two checkpoints for two weeks and Authority staff will be on hand for wayfinding and to assist passengers.

INFORMATION SECTION: No comments

CALL FOR NEXT MEETING: The Chair stated that the next regular meeting of the Board will be held on March 14, 2025 at Council Chambers, Fletcher Town Hall.

AUTHORITY MEMBER REPORTS: None

CLOSED SESSION: None

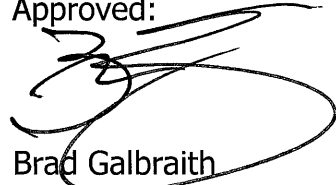
ADJOURNMENT: Mr. Lovin moved to adjourn the meeting at 9:12 a.m. Dr. Leatherwood seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood
Clerk to the Board

Approved:



Brad Galbraith
Chair