

REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
October 17, 2025

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, October 17, 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; Nathan Kennedy; Laura B. Leatherwood; and Gene O. Bell

MEMBERS ABSENT: Carl H. Ricker, Jr.; and Susan Russo Klein

STAFF AND LEGAL COUNSEL PRESENT: Sabrina P. Rockoff, Authority Legal Counsel; Lew Bleiweis, President & CEO ("president"); Tina Kinsey, Chief Administrative Officer; Lexie Farmer, Chief Operations Officer; Amy Harris, Chief Financial Officer; 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; Angie Daus, VP – Air Service and Corporate Communications; Sebastien Feyaerts, IT Systems Technician; and Ellen Heywood, Clerk to the Board

ALSO PRESENT: Kimberly Yang, Martin Starnes & Associates; John Mafera, McFarland Johnson; Raynetta Waters; Felicia Sonmez, Blue Ridge Public Radio.

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

PRESENTATIONS:

A. AVL Kind: Angi Daus explained that AVL Kind is a brand and customer service awareness program created to educate Authority and tenant staff on expectations for customer service at the airport. Ms. Daus introduced a video that will be used as a training tool for employees moving forward. The Board thanked Ms. Daus for her presentation.

Mr. Bell arrived at 8:42 a.m.

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

CONSENT ITEMS: The Chair stated that Consent Item D, Approval of the Greater Asheville Regional Airport Authority September 12, 2025 Closed Session Minutes would be moved to the end of the meeting.

A. Approval of the Greater Asheville Regional Airport Authority September 12, 2025 Regular Meeting Minutes:

B. Approve Grant of Conveyance of Sewer System and Easement with Metropolitan Sewerage District of Buncombe County for the Air Traffic Control Tower:

C. Approval of Amendment No. 3 to Ground Lease and Agreement between Sheetz, Inc. and the Greater Asheville Regional Airport Authority:

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

OLD BUSINESS: None

NEW BUSINESS:

A. Presentation of Annual Audited Financial Report for Fiscal Year 2024/2025: Amy Harris informed the Board that the annual audit for fiscal year ended June 30, 2025 was performed by Martin Starnes & Associates. Ms. Harris introduced Kimberly Yang with Martin Starnes & Associates.

Ms. Yang began by thanking staff for their cooperation with the audit and stated that an unmodified or clean opinion was issued. Ms. Yang presented the audit highlights which included the Authority's net position and a review of operating revenue and expenses. The Board thanked Ms. Yang for her presentation.

Ms. Harris reported that the opinion letter will be prepared once the Compliance Supplement for 2025 is issued by the Office of Management and Budget related to grant compliance testing.

Dr. Leatherwood moved to accept the 2024/2025 Audit Report as presented by staff. Mr. Lovin seconded the motion and it carried unanimously.

B. Approval of the Greater Asheville Regional Airport Authority Board Schedule for 2026: The president remarked that the proposed schedule for 2026 Board meetings was included in the agenda package. The president noted that meetings would be held in Council Chambers at Fletcher Town Hall with the exception of the February meeting which would be held in the airport's Public Safety conference room.

Mr. Kennedy moved to approve the Greater Asheville Regional Airport Authority Board 2026 Schedule as presented by staff. Mr. Bell seconded the motion and it carried unanimously.

C. Ratify Completed Repairs to Parking Garage and Reclassify Approved Expenditure from Capital Improvements to Renewal and Replacement: John Coon reported that \$325,000.00 for garage repairs was included in the Board approved FY23/24 Budget under Capital Improvements. Staff mistakenly spent \$102,500.00 of the \$325,000.00 believing it was budgeted under Renewal and Replacement rather than Capital Improvements. Mr. Coon explained that items in the Capital Improvements budget require Board approval prior to staff expending any funds. Mr. Coon requested that the Board reclassify the remaining \$222,500.00 from Capital Improvements to Renewal and Replacements and ratify the previous expenditure of \$102,500.00.

Mr. Bell moved to ratify the expense of \$102,500.00 for garage repairs that have been completed; reclassify the previously approved expenditure from Capital Improvement to Renewal and Replacement; and authorize the President & CEO to execute the necessary documents. Dr. Leatherwood seconded the motion and it carried unanimously.

D. Approval of Construction Contract Change Order No. 7 with Kokolakis Contracting for the Air Traffic Control Tower and Associated Facilities Project and Approve Owner Allowance Project Items: Jared Merrill reviewed the change orders previously approved by the Board for the Air Traffic Control Tower and Associated Facilities ("ATCT") project. Mr. Merrill identified the items included in Change Order No. 7 which totals \$381,088.06 and includes an additional 147 days that have already been expended, of which only 60 days are compensable. Mr. Merrill stated that Change Order No. 7 brings the total cost of the contract for the ATCT project to \$47,312,069.42.

Mr. Merrill further reviewed items for the ATCT project that would need to be completed by the Authority for a total budget of \$385,000.00. Award of the contract for those items will be brought to the Board at a later date.

Mr. Merrill stated that the total for Change Order No. 7 in the amount of \$381,088.06 and the Authority items in the amount of \$385,000.00 for a total cost of \$766,088.06 falls within the allowance for the Terminal and Air Traffic Control Tower projects and does not require a budget amendment. Staff will utilize FAA funds for a portion of this project.

Mr. Lovin moved to approve Change Order No. 7 with Kokolakis Contracting in the amount of \$381,088.06 and 147 days; approve the owner-items project budget of \$385,000.00; and authorize the President & CEO to execute the necessary documents. Dr. Leatherwood seconded the motion and it carried unanimously.

E. Approval of Change Order No. 8 with Hensel Phelps for a Tower Crane and the Addition of a Construction South Access Road: Jared Merrill reminded the Board that staff has been working with Gresham Smith and Hensel Phelps on the rephrasing of the remaining work on the Terminal Project and will be bringing a full work change order and overall project budget amendment to the Board in the near future. Mr. Merrill informed the Board that in the meantime, Change Order No. 8 with Hensel Phelps is necessary to minimize the impact from delays with the Air Traffic Control Tower project. This change order includes the purchase and foundations of a tower crane and the building of a new construction south access roadway for contractor use. The total cost for Change Order No. 8 is \$2,410,283.00 and will be funded using owner contingency which will be amended with the full program budget amendment staff will bring to the Board at a later date.

Mr. Lovin moved to approve Change Order No. 8 with Hensel Phelps in the amount of \$2,410,283.00 for the Terminal Project and authorize the President & CEO to execute the necessary documents. Mr. Kennedy seconded the motion and it carried unanimously.

PRESIDENT'S REPORT:

A. Hometown Heroes Award: The president remarked that the Authority's Public Safety Department was recently recognized for their efforts during Hurricane Helene by Hunter Automotive as part of their Hometown Heroes Awards and shared the statement prepared by Hunter Automotive. The Board expressed their gratitude towards the Public Safety staff.

B. Airport Improvement Article: A copy of an article highlighting the new terminal project at the airport was available at the Board Members' seats.

C. Org Chart: A copy of an updated org chart with photos was available at the Board Members' seats.

D. Terminal Project Update: Lexie Farmer provided an update on the Terminal project. Ms. Farmer spoke about the use of a tower crane to continue with construction of the terminal while the existing air traffic control tower was in operation; the outcomes of the airport's Safety Risk Management ("SRM") process and the FAA's SRM Panel with regard to the use of a tower crane; and concluded the update with an outline of the schedule for the remaining work on the project.

E. Award of Grant: The president reported that he had just received word that the Authority was awarded another \$3.5 million in grant money for the Air Traffic Control Tower project.

CONSENT ITEM:

D. Approval of the Greater Asheville Regional Airport Authority September 12, 2025 Closed Session Minutes: The minutes to the September 12, 2025 Closed Session were distributed and reviewed by the Board Members.

Mr. Lovin moved to approve the minutes for the Greater Asheville Regional Airport Authority September 12, 2025 Closed Session and to seal and withhold the minutes for the September 12, 2025 Closed Session from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Mr. Kennedy seconded the motion and it carried unanimously.

INFORMATION SECTION: No comments

PUBLIC AND TENANTS COMMENTS: None

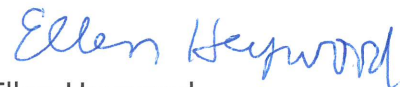
CALL FOR NEXT MEETING: The Chair stated that the next regular meeting of the Board will be held on November 14, 2025 at Council Chambers, Fletcher Town Hall.

AUTHORITY MEMBER REPORTS: None

CLOSED SESSION: None

ADJOURNMENT: Mr. Lovin moved to adjourn the meeting at 9:19 a.m. Mr. Kennedy seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood
Clerk to the Board

Approved:



Brad Galbraith
Chair