

**REGULAR MEETING**  
**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY**  
**December 12, 2025**

The Greater Asheville Regional Airport Authority (“Authority”) met on Friday, December 12, 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; Nathan Kennedy; and Gene O. Bell

**MEMBERS ABSENT:** Carl H. Ricker, Jr.; and Laura B. Leatherwood

**STAFF AND LEGAL COUNSEL PRESENT:** Sabrina P. Rockoff, Authority Legal Counsel; Lew Bleiweis, President & CEO (“president”); Tina Kinsley, 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; Kyle Montague, IT Systems Technician; and Ellen Heywood, Clerk to the Board

**ALSO PRESENT:** Carrie Kelly, Ailevon Pacific Aviation Consulting; Amanda Sheridan, McFarland Johnson; John Baumeister, Hensel Phelps; Shane Stockman

**CALL TO ORDER:** The Chair called the meeting to order at 8:33 a.m.

**PRESENTATIONS:**

**A. Air Service Development:** The president introduced Carrie Kelly with Ailevon Pacific Aviation Consulting (“Ailevon”). Ms. Kelly spoke about the partnership between the Authority and Ailevon before presenting information on aviation news from 2025 followed by enplanement statistics for Asheville over the past 25 years, the destinations served by the airlines and the growth experienced by each airline, the airport’s ranking among US airports, and growth over the last decade. Ms. Kelly concluded her presentation with goals defined for AVL’s current airline partners and potential airline partners for 2026 and beyond.

The Board thanked Ms. Kelly for her presentation following brief discussions which included the size of aircraft serving AVL, load factors, competition among airlines, and factors that demonstrate market viability for new air service.

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

**CONSENT ITEMS:**

**A. Approval of the Greater Asheville Regional Airport Authority November 14, 2025 Regular Meeting Minutes:** Ms. Russo Klein moved to approve the Greater Asheville Regional Airport Authority November 14, 2025 regular meeting minutes. Mr. Bell seconded the motion and it carried unanimously.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**A. Approval of Change Order No. 9 with Hensel Phelps for Phase 2 Design Changes Requested by the Authority, Changes Related to Impacts from the Air Traffic Control Tower Project and Replenishment of Contractor Contingency Funds:** Jared Merrill stated that staff has been working with the team for the Terminal Modernization and Expansion project on multiple changes to the project that have been compiled into Change Order No. 9. The scope of the changes include:

Owner-requested items: expansion of security checkpoint, additional baggage carousel device in the final configuration, utility changes related to concessions and IT infrastructure, additional airline ticket counters and offices, changes to the administrative offices and community room.

RFI/ASI changes: additional civil cost related to new rental car building, generator power for new rental car building, additional work for living wall, changes to civil work for loading dock access roadway, additional electrical work, and the additional scope of work to move and certify TSA screening equipment for the final security checkpoint.

Phase 2 re-rephasing related to delays in the Air Traffic Control Tower ("ATCT") project: utility refeeds, temporary construction, additional utility infrastructure, steel changes, additional costs and trades price increases due to change in phasing work.

Value for Construction Manager At Risk ("CMAR") Contingency replenishment: based on Phase 1 unforeseen items, and covering owner-directed items during Phase 1. The original construction contract had a CMAR contingency of 2.5%, \$6.5 million, on that component guaranteed maximum price no. 3. This included additional aggregate piers and footings, unforeseen costs due to unsuitable soils, cost to expedite electrical gear for Phase 1, changing roof manufacturers to get the desired design roof, and added ground boarding gate.

Based on the Phase 1 unforeseen items and the requirements to re-phase Phase 2, the project team agrees a 3% CMAR contingency of \$5,000,000 for phase 2 will be sufficient. This is 3% of the remaining cost. The contractor will be required to receive approval from the owner before spending any CMAR contingency funds.

Mr. Merrill informed the Board that Parsons has negotiated the cost of Change Order No. 9 for a total of \$19,019,626: Owner/RFI/ASI changes - \$5,495,000; Phase 2 re-phasing due to ATCT delay - \$8,524,626. However, these are not all of the costs of the ATCT delay. Change Order No. 7 was approved for the tower crane; CMAR Contingency replenish - \$5,000,000.

Mr. Merrill further stated that staff has created a new project ledger to better track and identify expenses and to bring the ATCT and Terminal Modernization and Expansion projects into one program budget. To date the Board has approved a budget of \$466,117,228 for both the ATCT and Terminal projects. To provide a clear picture, Mr. Merrill summarized the items approved by the Board to date:

#### 2019

- The Board approved a budget of \$5 million for the ATCT design and \$25 million for the Terminal Design. Contracts were awarded to Pond and Gresham Smith, respectively

#### 2020

- The Board approved the contract for the CMAR Agreement with Hensel Phelps with a pre-construction budget of approximately \$1.1 million

#### 2022

- The Board approved amendments to Gresham Smith for the addition of CA services and design changes for the temporary checkpoint for approximately \$7.6 million
- The Board approved the initial contract for construction of the ATCT to Kokolakis. An ATCT construction allowance was also approved by the Board for a total of approximately \$46.5 million
- CGMP 1 and CGMP 2 were approved by the Board for the contract with Hensel Phelps totaling approximately \$85 million. Additional budgets were also approved for owner allowance of approximately \$3 million
- The Board approved a contract with Parsons to provide Project Management (RPR) services for the terminal project for an annual cost of \$1.3 million

#### 2023

- The Board approved CGMP #3 with Hensel Phelps with a budget of \$261 million dollars and an additional \$15 million for owner's allowance. The costs of the bids were significantly higher than anticipated and the Board approved an amendment of \$150 million to the project budget

#### 2024

- We contracted with Parson to provide Project Management (RPR) services for the ATCT for approximately \$500,000 for the year

- We created a project to perform additional work for the ATCT outside of Kokolakis scope of work with a budget of \$385,000
- We had design and construction changes to the terminal project for:
  - Emergency reconstruction of the terminal ramp totaling approximately \$7.6 million
  - Expanded the baggage claim to add an additional baggage carousel for approximately \$5 million
  - Numerous owner requested changes related to additional restrooms, concessions, gate reconfiguration totaling approximately \$2 million
  - Added the new Rental Car Building for approximately \$1.4 million
  - Approved the use of a tower crane and re-phasing of Phase 2 to mitigate the impacts from the delays of the ATCT project

Mr. Merrill stated that the original Terminal construction contract (Hensel Phelps, Precon-CGMP3) was \$346,881,091. Change orders 1 thru 8 totaled \$18,087,869.00. The total cost for Change Order No. 9 with Hensel Phelps is \$19,019,626. The total of Change Orders 1-9 is approximately \$37 million, which is just under 11% of the original construction contract. If the emergency ramp repair and expansion to bag claim were removed, the changes to date amount to approximately 7.2%.

Mr. Merrill informed the Board that an additional \$14,193,000 will be required to support the project as an owner's allowance to cover additional project management services, construction administration, FF&E and additional expenditures, and any terminal project general conditions related to the delays from the ATCT project. Mr. Merrill explained that the original owner's allowance ran slightly over in furniture expenses in order to provide an elevated experience for the passengers, technology costs have gone up, and the Owner Controlled Insurance Program costs came in at approx. \$3 million. The originally approved design Construction Administration services only extend into 2026. This allowance also includes funding to extend those services to the end of the project.

The following budget amendment will be necessary to cover the cost of Change Order No. 9 and the additional owner's allowance for a total of \$33,212,626 bringing the total ATCT and Terminal Modernization and Expansion program budget to \$499,329,854.

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**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, 2026:

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

**EXPENDITURES:**

	<u>Decrease</u>	<u>Increase</u>
Capital Improvements		\$33,212,626.00
Totals		<u>\$33,212,626.00</u>

This will result in a net increase of \$33,212,626.00 in the appropriations. Revenues will be revised as follows:

**REVENUES:**

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA Cash		\$33,212,626.00
Totals		<u>\$33,212,626.00</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 12<sup>th</sup> day of December 2025.

\_\_\_\_\_  
Brad Galbraith, Chair

Attested by:

\_\_\_\_\_  
Ellen Heywood, Clerk to the Board

The president stated that due to the significance of the change order, staff wanted to maintain transparency on the project and provide a reference for future Board members. The president reported that the project was bonded prior to receiving grant funding, therefore, the Authority does have the money to cover the budget staff is requesting. A question was asked regarding the amount of grants awarded and the president responded that the Authority has been awarded approximately \$45 million in grants.

A comment was made concerning the benefits of having Parsons on the project and Mr. Merrill stated that Parsons has provided the Authority with savings on average of \$1.5 to \$2 million per year on the project which more than makes up the cost of their expertise. Both Parsons and Hensel Phelps have been good partners on the project.

The Board appreciated the details provided by staff and expressed gratitude to the whole team for their work on the project.

Mr. Lovin moved to approve Change Order No. 9 with Hensel Phelps in the amount of \$19,019,626 for the terminal project, and a total program budget of \$499,329,854 (which includes owner allowances); authorize the President & CEO to execute the necessary documents; and amend the FY25/26 budget by adopting the budget ordinance amendment as presented by staff. Mr. Bell seconded the motion and it carried unanimously.

**B. Approval of the Greater Asheville Regional Airport Authority Board Revised Schedule for 2026:** The president reported that following Board approval in October of the Schedule for 2026, the date for the Spring Legislative Conference to be held in Washington, DC in March was moved. The president stated that the updated Schedule for 2026 moves the Authority Board meeting from March 20 to March 13 to allow for the president to attend the conference in Washington, DC. The Board was asked to express concerns with moving the meeting from March 20 to March 13.

Ms. Russo Klein moved to approve the Greater Asheville Regional Airport Authority Board Schedule for 2026 moving the March meeting from March 20, 2026 to March 13, 2026. Mr. Lovin seconded the motion and it carried unanimously.

**PRESIDENT'S REPORT:** The president remarked that he had additional items to address that were not included on the agenda.

**A. ACI-NA Marketing and Communications Conference:** The president was pleased to report that at the recent Airports Council International ("ACI-NA") Marketing and Communications Conference, Authority staff won 5 out of the 6 submissions for the various categories awarded. Over 400 submittals were received from airports across North America and Asheville won the most awards. The president reviewed the awards that were won by staff and further revealed that the Ted Bushelman Legacy Award for Creativity and Excellence was awarded to Tina Kinsey. A video, created by ACI-NA for Ms. Kinsey and shown during the awards ceremony, was shared with the Board. The Board congratulated Ms. Kinsey and the Marketing team on their significant accomplishments.

**B. Business Interruption Claim:** The president informed the Board that staff worked together to submit a claim to the Authority's insurance carrier for business interruption as a result of Hurricane Helene. The Authority recently received a check for \$791,768.84 from the insurance company in payment of the claim.

**C. Industry Conference Travel:** The president reminded the Board that at the November Board meeting, a schedule of industry conferences was distributed for the

Board's review. The president stated that Dr. Leatherwood has expressed interest in attending the Business of Airports conference in June. The president requested that the Board notify staff by early January if they would like to attend any of the conferences that were included on the schedule.

**INFORMATION SECTION:** The president called the Board's attention to a slight change that was made to both the Annual Operating Revenue by Month and Annual Operating Expense by Month graphs in the monthly financial reports. A flat line was added to the legend to show the average monthly amount to allow for a more streamlined report.

**PUBLIC AND TENANTS COMMENTS:** The Chair stated that a member of the public had requested a moment to address the Board and invited Shane Stockman to speak. Mr. Stockman remarked that he did not wish to overshadow the accomplishments of the Marketing team and declined to speak as he originally planned.

**CALL FOR NEXT MEETING:** The Chair stated that it was not believed that the next regular meeting of the Board scheduled for January 9, 2026 would be necessary, but requested that the Board leave their calendars open for the time being. A notice would be issued if the meeting were to be cancelled.

**AUTHORITY MEMBER REPORTS:** None

**CLOSED SESSION:** None

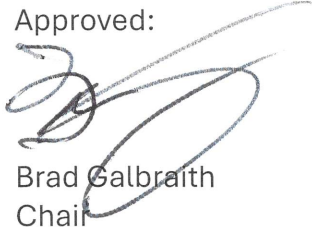
**ADJOURNMENT:** Mr. Kennedy moved to adjourn the meeting at 9:51 a.m. Ms. Russo Klein seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood  
Clerk to the Board

Approved:



Brad Galbraith  
Chair