

**REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
March 24, 2016**

The Greater Asheville Regional Airport Authority ("Authority") met on Thursday, March 24, 2016 at 8:30 a.m. in the Conference Room at the Authority's Administrative Offices, Asheville Regional Airport ("Airport"), 61 Terminal Drive, Suite 1, Asheville, NC 28732.

MEMBERS PRESENT: Robert C. Roberts, Chair; K. Ray Bailey, Vice-Chair; Andrew T. Tate; William L. Moyer; Matthew C. Burrell; and Stephanie Brown

MEMBERS ABSENT: Jeffrey A. Piccirillo

STAFF AND LEGAL COUNSEL PRESENT: Cindy Rice, Authority Legal Counsel; Lew Bleiweis, Executive Director; Michael Reisman, Deputy Executive Director of Development and Operations; Kevan Smith, Chief of Public Safety; Suzie Baker, Director of Administration; Tina Kinsey, Director of Marketing and Public Relations; Janet Burnette, Director of Finance and Accounting; Shane Stockman, IT Director; John Coon, Director of Operations; Ricky Peterson, Maintenance Technician; and Ellen Heywood, Clerk to the Board

ALSO PRESENT: None

CALL TO ORDER: The Chair welcomed everyone in attendance and called the meeting to order at 8:30 a.m.

SERVICE AWARD PRESENTATION:

A. Ricky Peterson: The Chair recognized Ricky Peterson with a service recognition award and gift for his 10 years of service with the Authority.

OLD BUSINESS:

A. Public Hearing and Final Adoption of the Authority's Fiscal Year 2016/2017 Budget: The Director reported that no comments had been received other than those made by Ms. Eva Ritchey at the Authority Board meeting on March 11th.

The Chair opened the floor to public comments at 8:34 a.m.

There being no public comments, the Chair closed the floor at 8:34 a.m.

Mr. Bailey moved to adopt the following Fiscal Year 2016/2017 Budget Ordinance. Mr. Burril seconded the motion and it carried unanimously:

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
2016-2017
BUDGET ORDINANCE**

BE IT ORDAINED by the Greater Asheville Regional Airport Authority that, pursuant to Section 159-13 of the General Statutes of North Carolina, the 2016-2017 Budget Ordinance of the Airport Authority is hereby set forth as follows:

Section 1. The following amounts are hereby appropriated for the operation of the Greater Asheville Regional Airport Authority for the fiscal year beginning July 1, 2016 and ending June 30, 2017 in accordance with the following schedules:

EXPENDITURES

Administration Department	\$ 695,209
Development Department	429,985
Executive Department	609,463
Finance Department	437,301
Guest Services Department	207,850
Information Technology Department	819,247
Marketing Department	526,877
Operations Department	3,348,452
Public Safety Department	1,430,815
Emergency Repair Costs	75,000
Reimbursable Costs	214,000
Carry-over Capital Expenditures from Prior Year	5,651,295
Capital Improvement	47,545,425
Equipment and Small Capital Outlay	150,000
Renewal and Replacement	649,187
Business Development	300,000
Debt Service	626,823
Contingency	150,000
Total Expenditures	<hr/> \$63,866,929 <hr/>

Section 2. It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

REVENUES

Administration (Interest Income)	\$ 30,000
Terminal	4,588,257
Airfield	898,950
General Aviation	1,018,890
Parking Lot	2,869,850
Other	214,257
Reimbursable Costs	214,000
Passenger Facility Charges	1,708,500
Customer Facility Charges	1,300,000
Federal Grants – AIP Entitlements	2,769,447
Federal Grants – AIP Discretionary Funds	25,619,709
NC Department of Transportation Grants	0
Transfer to GARAA Cash/Investments	<u>22,635,069</u>
Total Revenues	<u>\$63,866,929</u>

Section 3. The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He may transfer amounts between line item expenditures within a budget ordinance line item without limitation and without a report being required. These changes should not result in increased recurring obligations such as salaries.
- b. He may transfer amounts up to \$60,000 from contingency appropriations to other budget ordinance line items within the same fund. He must make an official report on such transfers at the next regular meeting of the board.

Section 4. This Budget Ordinance shall be entered in the minutes of the Greater Asheville Regional Airport Authority and within five (5) days after its adoption copies shall be filed with the Finance Officer, the Budget Officer and the Clerk to the Board of the Greater Asheville Regional Airport Authority as described in G.S. 159-13.

Section 5. This ordinance shall become effective on July 1, 2016.

Adopted this 24th day of March, 2016.

Robert C. Roberts, Chair

Attested by:

Ellen Heywood, Clerk to the Board

NEW BUSINESS: None

DIRECTOR'S REPORT: The Director advised the Board that he had a few additional items to include that were not on the agenda.

A. Washington, DC Conference Update: The Director informed the Board that while attending the ACI/AAAE Legislative Conference in Washington, DC the previous week, he met with some of the delegates to stress the importance of an increase of the PFC's for capital funding. Congressman Jolly from Florida is working to put through a bill for an increase of the PFC's and the Director spoke with Congressman Meadows to request he join in with Congressman Jolly on this bill.

Mr. Moyer asked for an update on the privatization. The Director responded that the House bill is on the floor but is not moving. The Senate came up with a continuing resolution through July 15th and it was passed by the House this week and is going to the President for signature. The Senate is fully opposed to privatization of the Air Traffic Control system, however, the House supports it. The Director further stated that staff has learned from the FAA that the full grant for Phase III of the Airfield Re-development project is expected to arrive the following week.

B. Department of Public Safety: The Director reported that over the past year, the Public Safety staff pursued full EMT certification and recognition by Buncombe County EMS. The airport is now a fully certified EMS location recognized by Buncombe County.

C. Operation Medicine Drop: The airport's Public Safety staff has participated with Buncombe County's Operation Medicine Drop for the past two years. This past year was

extremely successful and more medicine was collected at the airport location than any other site in the county. The county has asked the airport to go forward with two collections per year, so staff is coordinating with Buncombe County to provide this service on an on-going basis.

D. Duke Energy Easement: The Director reminded the Board that at the last Board meeting an easement for Duke Energy was approved for the Airfield Re-development project. Staff has turned the matter over to Henderson County to see what can be done about the utilities being located above ground along Ferncliff Park Drive. Mr. Tate reported that he had reached out to those most affected by the overhead utilities along Ferncliff Park Drive. Some conversations have been initiated between companies in the area, members of legislature, and Duke Energy to attempt to come up with a more aesthetically pleasing solution. The Director stated that staff needs to move forward with this as Duke Energy is waiting to get the power in for the Airfield Re-development project.

E. CMLC Conservation Easement: Staff has received the final documentation from CMLC regarding the conservation easement along the French Broad River. The value of the 13.64 acres is \$52,040. CMLC is finalizing the title search and survey as CMLC would like to finalize this before the end of July.

AUTHORITY MEMBER REPORTS:

A. Wind Shear Tower Relocation: Mr. Tate informed the Board that it has reached a point where the relocation of the tower is time sensitive and has the potential to jeopardize the closing on the property for the GF Linamar project. Mr. Tate asked for an update on this issue. The Director responded that staff is working with the contractor to relocate the wind shear tower and that a final timeframe has not been determined, but staff hopes to have a date by the end of the day. The Director further stated that staff was advised of the impending sale of the property just a few weeks ago, and staff planned to move it off the property as close to the end of March as possible. Mr. Tate stated that this has the potential to jeopardize the closing of the property which was set for the following day and was not sure if the closing would go through without a definitive date for relocation of the tower. Work on grading the property and site development is expected to begin the following week and there is concern for damage to the tower. Mr. Tate further stated that the Board has made a commitment to the land owner to have the tower relocated. The Director responded that the airport was given six months from December to have the tower moved, however the Director promised to have the tower relocated if the land were to sell. The three weeks' notice of the sale of the property did not allow enough time for the tower to be removed, but staff is working with the

contractor to have it taken care of. The Chair requested the Director notify the Board once the date for removal of the tower from the property has been finalized.

B. Asheville to Baltimore Service: Stephanie Brown reported that the Tourism Development Authority has decided to appropriate \$175,000 to support the air service between Asheville and Baltimore. A check will be issued to Allegiant for \$100,000 to advertise and the TDA will also support it possibly with outdoor advertising. The TDA will also move forward with full scale advertising in Washington, DC.

C. At-Large Board Member Reappointment: The Chair stated that there is a possibility of three new members being appointed to the Authority Board. The Chair felt it was important to re-appoint Mr. Bailey as the at-large member before his term expires at the end of June. It could take months for the three new members to be appointed and become acclimated to the Board and for the Board to then start the process for the appointment of the at-large member. The statutes that created the Authority are not specific as to the timing of when the six members appoint the at-large member. Ms. Rice advised the Board that the only requirement is that the six members elect the seventh member at the end of the existing term. Ms. Rice reviewed the procedure for selection of the seventh member and stated that this would be the appropriate time to start looking. The Chair questioned if the Board was in agreement for the six current members to appoint the at-large member and the consensus of the Board was to handle this at the May meeting.

CLOSED SESSION: At 9:10 a.m. Mr. Bailey moved to go into Closed Session pursuant to Subsections 143-318.11(a)(3) and (6) of the General Statutes of North Carolina to Consult with Legal Counsel Regarding, Among Other Things, That Lawsuit Entitled Tricor Construction, Inc. vs. RS&H Architects-Engineers-Planners, Inc., Greater Asheville Regional Airport Authority, Thalle Construction Co., Inc. and Liberty Mutual Insurance Company; in Order to Preserve the Attorney-Client Privilege; and to Consider Personnel Matters. Mr. Moyer seconded the motion and it carried unanimously.

Open Session resumed at 10:07 a.m.

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CLOSED SESSION MINUTES: Mr. Bailey 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. Mr. Moyer seconded the motion and it carried unanimously.

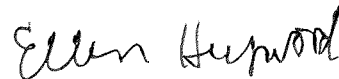
PUBLIC AND TENANTS' COMMENTS: None

A brief discussion concerning the upcoming open appointments on the Authority Board ensued. The Director advised the Board that staff will reach out to the governing bodies the following week to mention that there will be three open seats on the Board. Staff may also request that the legislators possibly amend the state statute to stagger the terms of the Board appointees in order to keep consistency on the Board.

CALL FOR NEXT MEETING: The Chair stated that it was not anticipated that there would be a need for the April 8th meeting. The next regular meeting of the Board will be on May 13, 2016.

ADJOURNMENT: Mr. Bailey moved to adjourn the meeting at 10:14 a.m. Mr. Tate seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood
Clerk to the Board

Approved:



Robert C. Roberts
Chair