

**REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
February 5, 2021**

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, February 5, 2021 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 IN PERSON: Matthew C. Burrell, Chair; Brad Galbraith, Vice-Chair; and Britt Lovin

MEMBERS PRESENT VIA VIDEO: Carl H. Ricker, Jr.; and Susan Russo Klein

MEMBERS ABSENT: George H. Erwin, Jr.; and Thomas M. Apodaca

STAFF PRESENT IN PERSON: Lew Bleiweis, Executive Director; Michael Reisman, Deputy Executive Director; Samuel Sales, Interim Chief of Public Safety; Michael Merideth, Systems Administrator; and Ellen Heywood, Clerk to the Board

STAFF AND LEGAL COUNSEL PRESENT VIA VIDEO: Cindy Rice, Authority Legal Counsel; Tina Kinsey, Director of Marketing and Public Relations; Janet Burnette, Director of Finance and Accounting; Shane Stockman, IT Director; John Coon, Director of Operations and Maintenance; Lisa Jump, Director of Administration and Human Resources; Christina Madsen, Properties and Contracts Manager; and Jared Merrill, Airport Planning Manager

ALSO PRESENT VIA TELEPHONE/VIDEO: Adam McGuire, LandDesign; Rhett Crocker, LandDesign; David Wood, Pond Company; James Moose, Avcon; Jon McCalmont, Parrish & Partners; and Sandra Kilgore, Asheville City Council

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

SERVICE AWARD PRESENTATION: The Chair recognized Michael Reisman with a service award and gift for his 10 years of service with the Authority.

PRESENTATIONS:

A. **LandDesign:** The Director informed the Board that staff has been working with LandDesign over the past few months to plan for the development of the airport's non-aeronautical property in order to increase revenue to help support the aviation system.

The Director further stated that staff would use the plan as a guide for future development if the Board was satisfied with the plan created by LandDesign.

Adam McGuire and Rhett Crocker with LandDesign delivered a high-level presentation which identified the non-aeronautical parcels LandDesign was tasked to research. Mr. McGuire stated that due to constraints such as the flood plain and steep slope topography, far less of the approximate 400 acres would be considered developable. Mr. McGuire also stated that as part of their process in preparing the plan, input from several different stakeholder groups was received. Mr. McGuire gave an overview for each parcel of land as well as the type of zoning and potential options for use for each of the areas.

Mr. McGuire was asked what the overall feeling was for development of these areas and Mr. McGuire responded that the stakeholders were very supportive of the idea of development of these areas. A brief discussion took place that included timeline for development of some of the areas, being good partners with local economic development groups on future growth, as well as a thoughtful approach and preservation of some of the surrounding views. The Board thanked Mr. McGuire and Mr. Crocker for their presentation.

FINANCIAL REPORT: A review of enplanements, aircraft operations, and general aviation activity for the month of December was provided by the Director. Janet Burnette reported on the financial activity for the month of December.

A brief discussion took place regarding anticipated revenue and expenses through the end of the current fiscal year as well as enplanement projections.

Mr. Ricker experienced video interruption and left the meeting at 9:40 a.m.

CONSENT ITEMS:

A. Approve the Greater Asheville Regional Airport Authority December 11, 2020 Regular Meeting Minutes: Mr. Lovin moved to approve the Greater Asheville Regional Airport Authority December 11, 2020 Regular Meeting Minutes. Mr. Galbraith seconded the motion and it carried by a 4 to 0 vote.

Mr. Ricker rejoined the meeting at 9:45 a.m.

OLD BUSINESS: None

NEW BUSINESS:

A. Approval to Unseal Closed Session Minutes: The Director stated that following Board approved policy, Closed Session Minutes from the previous year are reviewed and if no longer of a confidential nature, are recommended for unsealing. The Director has proposed the unsealing of certain Closed Session Minutes. The Director further stated that copies of the Closed Session Minutes recommended for unsealing have been provided to the Board.

Mr. Galbraith moved to unseal those portions of Closed Session Minutes as designated and recommended by the Executive Director. Mr. Lovin seconded the motion and it carried unanimously.

B. Extension of the Employee Paid Sick Leave Provision of the Families First Coronavirus Response Act (FFCRA): Lisa Jump briefly reviewed the provisions of the FFCRA which expired on December 31, 2020. Mrs. Jump stated that staff recommends extending the 80 hours of paid sick leave provision for employees through March 31, 2021 with a condition that employees have been vaccinated or agree to receive the vaccination for COVID-19 when eligible. The extension of the 80 hours of paid sick leave would remain a one-time situation that would cover the period of March 2020 through March 2021 and would not be replenishable.

A brief discussion ensued with regard to removal of the contingency for vaccination for COVID-19 in order for employees to be eligible for the 80 hours of paid sick leave.

Ms. Russo Klein moved to adopt the extension of the employee paid sick leave provision of the FFCRA with the removal of the condition that employees agree or receive the COVID-19 vaccination to become eligible for the FFCRA leave. Mr. Lovin seconded the motion and it carried unanimously.

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

A. Revised Five-Year Capital Improvement Plan (CIP): The Director reminded the Board that the five-year CIP was approved by the Board in December. Since that time, the FAA notified staff of an additional \$210,000 in the airport's calculation than staff had included in the CIP. The Director reported that staff updated the CIP to incorporate the additional \$210,000.

B. North Carolina Aviation Economic Impact: The NCDOT prepared a report of aviation economic impact in the state. Asheville has jumped tremendously and contributes almost \$2 billion annually. The Director briefly reviewed the report with the Board.

C. Update on New ATCT: The Director reported that staff was able to come to terms with Pond Company on the scope and fee for the design of the air traffic control tower. Staff will bring this to the Board for approval at the March meeting.

D. Face Masks: The Federal government has mandated face coverings in all modes of transportation in the United States. Signage in the airport has been updated and steps put into place to comply with the directives received from the TSA.

E. FAA: The FAA has released a survey for noise mitigation at airports. The standards have not changed, however, noise patterns at airports have changed. In order to determine if the current standards were feasible or needed updating, the FAA had a list of 95 airports that could be eligible for this survey and 20 were selected to participate. Although no airports in North Carolina were chosen to participate in the survey, there were two airports in the state eligible to be included in the survey. The airport industry has concerns over this as it can be detrimental to airports if noise standards were changed. The Director made the Board aware of the survey in the event questions were asked of the Board Members.

F. Capital Improvement Projects: The Director stated that a list of the capital improvement projects for the golf course property had been provided to the Board Members earlier that week. The list had been prepared by DreamCatcher Broadmoor and some of the items were more pressing than others. Staff will be reviewing the list to determine how to proceed.

INFORMATION SECTION: No comments

PUBLIC AND TENANTS COMMENTS: None

CALL FOR NEXT MEETING: The Chair stated that the next regular meeting of the Authority Board will be held on March 12, 2021.

Due to a conflict with his duties as Chair of Airports Council International – North America, the Director recommended cancelling the April 16, 2021 Authority Board Meeting and holding a Special Meeting on April 9, 2021. The Board was in agreement with this recommendation.

AUTHORITY MEMBER REPORTS: None

CLOSED SESSION: At 10:16 a.m. Mr. Galbraith moved to go into Closed Session Pursuant to Subsections 143-318.11 (a)(3) and (4) of the General Statutes of North Carolina to Consult with Legal Counsel in Order to Preserve the Attorney-Client Privilege; and to Discuss Matters Relating to the Location and/or Expansion of Industries or Other Businesses in the Area Served by the Greater Asheville Regional Airport Authority,

Including Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Greater Asheville Regional Airport Authority in Negotiations. Mr. Lovin seconded the motion and it carried unanimously.

The Chair indicated they would break for five minutes at which time the Board would resume in closed session.

Open Session resumed at 10:57 a.m.

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CLOSED SESSION MINUTES: Mr. Galbraith 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. Lovin seconded the motion and it carried unanimously.

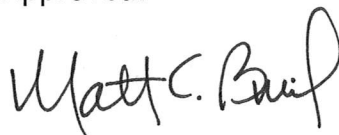
ADJOURNMENT: Mr. Galbraith moved to adjourn the meeting at 10:59 a.m. Mr. Ricker seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood
Clerk to the Board

Approved:



Matthew C. Burrell
Chair