

**REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
January 6, 2022**

The Greater Asheville Regional Airport Authority ("Authority") met on Thursday, January 6, 2022 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. Burril, Chair; and Brad Galbraith, Vice-Chair

MEMBERS PRESENT VIA TELEPHONE/VIDEO: Carl H. Ricker, Jr.; Thomas M. Apodaca; and Susan Russo Klein

MEMBERS ABSENT: George H. Erwin, Jr.; and Britt Lovin

STAFF AND LEGAL COUNSEL PRESENT IN PERSON: Cindy Rice, Authority Legal Counsel; Lew Bleiweis, Executive Director; Michael Reisman, Deputy Executive Director; Janet Burnette, Director of Finance and Accounting; Shane Stockman, IT Director; John Coon, Director of Operations and Maintenance; Christina Madsen, Airport Properties and Contracts Manager; Jared Merrill, Airport Planning Manager; Samuel Sales, Chief of Public Safety; Michael Merideth, Systems Administrator; Jeremy Arthur, Maintenance Supervisor; Dustin Irvin, Public Safety Officer; and Ellen Heywood, Clerk to the Board

PRESENT IN PERSON: None

ALSO PRESENT VIA TELEPHONE: Amanda Fry, Hensel Phelps; Sandra Kilgore, Asheville City Council; and a couple others not identified

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

EMPLOYEE RECOGNITIONS: The Chair recognized Jeremy Arthur with a service award and gift for his 20 years of service with the Authority.

The Director recognized Public Safety Officer Dustin Irvin for his Advanced Law Enforcement Certificate. The Chair and Chief Sales presented PSO Irvin with the framed certificate and the Board congratulated PSO Irvin on this significant achievement.

PRESENTATIONS: None

FINANCIAL REPORT: A review of enplanements, aircraft operations, and general aviation activity for the month of November was provided by the Director. The Director stated that the airport should expect to see the year end with 87% to 89% of the passenger traffic from 2019. The Director also provided a comparison of enplanements from April through November of 2021 to April through November of 2019. Janet Burnette reported on the financial activity for the month of November.

CONSENT ITEMS: The Chair stated that with only two Board Members present in person, Consent Item B, Approve the Greater Asheville Regional Airport Authority December 10, 2021 Closed Session Minutes, would be pulled from the agenda for approval at the February Board meeting.

A. Approve the Greater Asheville Regional Airport Authority December 10, 2021 Regular Meeting Minutes: Mr. Ricker moved to approve the Greater Asheville Regional Airport Authority December 10, 2021 Regular Meeting Minutes. Mr. Galbraith seconded the motion and it carried unanimously.

OLD BUSINESS: None

NEW BUSINESS:

A. Approve Purchase of Insurance Services for Terminal Building Modernization and Expansion Project: Michael Reisman advised the Board that the Terminal Building Modernization and Expansion Project requires specialized insurance coverages and staff has been working with McGriff Insurance Services, Inc. ("McGriff") and Hensel Phelps to put together an insurance plan. The Authority will provide an Owners Controlled Insurance Program ("OCIP") and Hensel Phelps will provide Builders Risk coverage as well as all other customary lines of insurance as the contractor. Mr. Reisman then highlighted the advantages of the OCIP and reported that the overall insurance program coverage is estimated to be \$2,650,800.00. This cost is based on quotes obtained by McGriff as well as anticipated adjustments to overall construction costs which will not be finalized until mid-2022. The funds for this coverage are already included in the current fiscal year capital budget for the terminal project. Mr. Reisman advised the Board that the dollar figures contained in the supporting documentation in the agenda package do not match the estimated amount of \$2,650,800.00; and explained that the quotes were based on a lower overall construction cost. The \$2.6 million figure

is based on the current estimated construction cost using the insurance formula provided by McGriff. The actual premiums will be determined when the coverage is actually bound.

A question was asked with regard to the premiums for the coverage fluctuating based upon the cost of construction. Mr. Reisman responded that he believed the payment would be made once, but that there may be some adjustments at the conclusion of the project based on the final project costs. The Board suggested staff determine if the OCIP contains inflationary clauses, and if there are no inflationary clauses staff should determine what the true-up entails. Mr. Reisman confirmed that this would be verified and relayed back to the Board.

Mr. Apodaca moved to approve the purchase of insurance services for the Terminal Building Modernization and Expansion Project from McGriff Insurance Services, Inc. and authorize the Executive Director to execute the necessary documents. Mr. Galbraith seconded the motion and it carried unanimously.

B. Approval of Amendments to Standard Form of Agreement Between Owner and Construction Manager as Constructor (AIA Document A133-2019) with Hensel Phelps Construction Company for Terminal Building Modernization and Expansion Project: Jared Merrill reported that staff has been working with Hensel Phelps to price Component Guaranteed Maximum Price (CGMP) No. 1 which includes relocation of the airfield lighting vault, demolition of the cargo building, infrastructure improvements and development allowance for the laydown area/jobsite trailers, etc. This phase of work was bid in October of 2021. The cost of the laydown area/jobsite trailers will be competitively bid once those plans are complete and is included as a line-item allowance. Mr. Merrill stated that the cost for these services has been negotiated with Hensel Phelps for a total of \$6,837,490.00 (\$6,215,900.00 plus a ten percent overall allowance of \$621,590.00). Of this, staff anticipates \$4,164,653 to be paid with FAA AIP funds and the remaining \$2,672,837.00 with airport funds which are included in the current fiscal year capital budget.

Mr. Merrill further stated that AIA Document A133-2019 Exhibit A-1 in the agenda package amends the Standard Form of Agreement to include CGMP No. 1 as outlined above. It also includes an amendment to Section 6.1.2 of the Agreement and sets the Construction Manager's Fee for all phases and components of the project at 3.0% of the cost of work. Additionally, in the Agreement dated December 11, 2020, AIA Document A133-2019 Exhibit B was included to detail insurance coverage requirements. Several changes were agreed upon with regard to the insurance coverage, and with the OCIP just approved by the Board, an amended Exhibit B has also been included in the agenda package.

Mr. Ricker moved to approve the contract amendments included in Exhibit A-1 in the amount of \$6,837,490.00 and Exhibit B; and authorize the Executive Director to execute the necessary documents. Mr. Apodaca seconded the motion and it carried unanimously.

C. Approval of Scope of Services No. 5 with AVCON Engineers and Planners, Inc. for Stormwater Improvement Design Services: Jared Merrill informed the Board that a number of areas on airport property require constant maintenance or temporary repairs for stormwater and erosion and sediment control ("E&S"). The Authority will continue to address the same repairs until a permanent remedy is completed. Staff has worked with AVCON to develop plans to design permanent repairs through modifications to stormwater and E&S measures. The total cost for this design is \$205,000.00, will be paid for utilizing airport funds, and has been accounted for in the current fiscal year capital budget.

Mr. Merrill reported that the scope of work for this project also includes an update to the airport's Stormwater Pollution Prevention Plan and Spill Prevention Control and Countermeasures Plan that were last updated in 2016. Updates to these plans are necessary to meet State requirements and accurately reflect the current stormwater infrastructure on the airport.

Ms. Russo Klein moved to approve Scope of Services No. 5 with AVCON Engineers and Planners, Inc. in the amount of \$205,000.00 and authorize the Executive Director to execute the necessary documents. Mr. Ricker seconded the motion and it carried unanimously.

DIRECTOR'S REPORT: The Director stated that he had an additional item to address that was not included on the agenda.

A. FAA Funding: The Director reported that the recently passed infrastructure bill is being disseminated throughout the country and the FAA will have \$25 billion with \$15 billion allotted for airport capital improvement projects. The airport will receive \$4.3 million a year for the next five years for a total of a little over \$21 million. This is in addition to the normal AIP entitlement funding the airport receives each year and will most likely be allocated to the terminal expansion project or air traffic control tower project.

B. Update to Independent Authority Legislation: The Director informed the Board that the legislation that created the independent authority has been modified to incorporate ownership and operation of the golf course by the airport. The Director recognized Mr. Apodaca for his assistance in getting this matter included in the legislation.

C. Sr. Staff Resignation: The Director advised the Board that Lisa (Jump) Hartz, Director of Administration and HR, has tendered her resignation and her final day was January 5th.

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 February 18, 2022.

AUTHORITY MEMBER REPORTS: A question was raised by the Board with respect to the percentage of available passenger parking spots and a discussion followed regarding additional parking possibilities. Mr. Reisman mentioned that the scope of service for the Master Plan update includes an examination of the parking and to address this as part of the program.

CLOSED SESSION: None

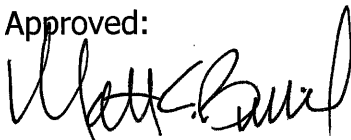
ADJOURNMENT: Mr. Apodaca moved to adjourn the meeting at 9:18 a.m. Ms. Russo Klein seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood
Clerk to the Board

Approved:



Matthew C. Burril
Chair