

**REGULAR MEETING
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY
November 17, 2023**

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, November 17, 2023 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; Carl H. Ricker, Jr.; Susan Russo Klein; Nathan Kennedy; Laura B. Leatherwood; and Gene O. Bell

MEMBERS ABSENT: None

STAFF AND LEGAL COUNSEL PRESENT: Cindy Rice, Authority Legal Counsel; Lew Bleiweis, President & CEO ("president"); Michael Reisman, Chief Operating Officer; Tina Kinsey, VP - Marketing, Public Relations and Air Service Development; Janet Burnette, Chief Financial Officer; Shane Stockman, VP – Information Technology; 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; Rita Yanz, Planning Coordinator; and Ellen Heywood, Clerk to the Board

ALSO PRESENT: Amanda Sheridan, McFarland Johnson

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

WELCOME AND SWEARING IN OF NEW BOARD MEMBER: The Chair welcomed Gene Bell to the Authority Board. Mr. Bell was sworn in by the Clerk to the Board.

EMPLOYEE RECOGNITION: The Chair recognized Rita Yanz with a service award and gift for her 15 years of service with the Authority.

PRESENTATIONS: None.

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

CONSENT ITEMS: The Chair stated that Consent Item C, Approval of the Greater Asheville Regional Airport Authority October 13, 2023 Closed Session Minutes, would be pulled for review in Closed Session.

A. Approval of the Greater Asheville Regional Airport Authority October 13, 2023 Regular Meeting Minutes: Ms. Russo Klein moved to approve the Greater Asheville Regional Airport Authority October 13, 2023 Regular Meeting Minutes. Mr. Lovin seconded the motion and it carried unanimously.

B. Approval of Amended and Additional Human Resources Policies and Procedures: Dr. Leatherwood moved to approve the amended policies as presented by staff and authorize the President & CEO to implement the necessary documents. Mr. Ricker seconded the motion and it carried unanimously.

OLD BUSINESS: None.

NEW BUSINESS: None.

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

A. Debt from Advertising: The president reported that the Authority is due payment for some advertising dating back to 2018. The Authority will write off \$6,816. A majority of the debt occurred between December of 2022 and April of 2023. One company filed bankruptcy and went out of business, and the Authority could not collect the amount owed. Staff does not allow advertising to remain after a certain time once an invoice has not been paid.

B. Change of Use of State Aviation Funds: The president stated that grant funding in the amount of \$8.2 million from the State of North Carolina was originally designated for the terminal modernization and expansion project. However, to avoid an arbitrage situation, it is necessary to pull down bond funds. The bond funding will be used on the terminal modernization and expansion project and the funding from the State of North Carolina will be diverted to the new shuttle lot south parking lot project. The state has been made aware of this change and staff has gone through the process to change the use of the funding.

C. Hotel Groundbreaking: The groundbreaking for the hotel at the Broadmoor Golf Course was originally planned for December 15th, however, that has been postponed until February. Dreamcatcher does not yet have the building permit, so the groundbreaking will be planned for a later date.

D. Construction Update: Jared Merrill provided an update on the progression of the terminal modernization and expansion project. Mr. Merrill also reported that the new shuttle lot south parking lot would be opening that afternoon and would provide approximately 500 parking spaces for passengers. Once the parking lot project is completed, an additional 100 parking spaces will be added to that parking lot. The Chair encouraged Board Members to re-post the comments that the Marketing Department posts on social media to help spread the word.

A question was raised concerning the recent delays at the security checkpoint. The president stated that TSA has been experiencing some issues with baggage not going through the machines properly resulting in equipment failures. TSA has mentioned the possibility of putting in a fourth lane at the temporary checkpoint during construction to help with the flow. Once the new terminal is built, there will be space for up to six lanes. Mike Reisman informed the Board that staff has recently reconfigured the waiting area at the security checkpoint with some additional stanchions and have increased capacity in that area. A dedicated lane for wheelchairs and crew members has also been added. Authority staff will also be positioned at the checkpoint to assist passengers during the busy times around the Thanksgiving holiday.

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 December 8, 2023 at Council Chambers, Fletcher Town Hall.

AUTHORITY MEMBER REPORTS: None

CLOSED SESSION: At 8:57 a.m. Mr. Lovin moved to go into Closed Session Pursuant to Subsections 143-318.11 (a) (3), (4) and (6) of the General Statutes of North Carolina to Consult with Legal Counsel in Order to Preserve the Attorney-Client Privilege; 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 an Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Authority in Negotiations; and to consider personnel matters. Ms. Russo Klein seconded the motion and it carried unanimously.

The Chair indicated they would break for a few minutes at which time the Board would resume in Closed Session.

Open Session resumed at 10:52 a.m.

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CLOSED SESSION MINUTES: Mr. Lovin 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. Ms. Russo Klein seconded the motion and it carried unanimously.

APPROVAL OF THE GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY

OCTOBER 13, 2023 CLOSED SESSION MINUTES: Mr. Lovin moved to approve the minutes for the Greater Asheville Regional Airport Authority October 13, 2023 Closed Session and to seal and withhold the minutes for the October 13, 2023 Closed Session from public inspection so long as public inspection would frustrate the purpose or purposes thereof. Ms. Russo Klein seconded the motion and it carried unanimously.

AIP GRANT FUNDING: The president informed the Board that he just received notification from the FAA that the Bipartisan Infrastructure Law allocation for Asheville for 2024 is \$4.55 million and will be designated for the terminal modernization and expansion project.

ADJOURNMENT: Mr. Ricker moved to adjourn the meeting at 10:54 a.m. Mr. Kennedy seconded the motion and it carried unanimously.

Respectfully submitted,



Ellen Heywood
Clerk to the Board

Approved:



Brad Galbraith
Chair