



## **REVISED AGENDA**

Greater Asheville Regional Airport Authority Regular Meeting  
Friday, April 10, 2015, 8:30 a.m.  
Conference Room at Administrative Offices

NOTICE TO THE PUBLIC: The Airport Authority welcomes comments from the public on any agenda item. Comments are received prior to the Board's discussion of the agenda item. Comments are limited to five minutes. If you wish to comment on an agenda item, please deliver a request card (available in the meeting room) to the Clerk to the Board prior to the agenda item being called by the Chair.

- I. CALL TO ORDER
- II. PRESENTATIONS:
  - A. Marketing Review – Tina Kinsey
- III. FINANCIAL REPORT ([document](#))
- IV. CONSENT ITEMS:
  - A. Approval of the Greater Asheville Regional Airport Authority March 13, 2015 Regular Meeting Minutes ([document](#))
  - B. Approval of the Greater Asheville Regional Airport Authority March 13, 2015 Closed Session Minutes
  - C. Approve Grant of Easement to Duke Energy Progress, Inc. a North Carolina Corporation for Navaid Locations ([document](#))
  - D. Approve Grant of Easement to Duke Energy Progress, Inc. A North Carolina Corporation for Gas Station Site ([document](#))



V. OLD BUSINESS:

- A. Public Hearing and Final Adoption of the Authority's Fiscal Year 2015/2016 Budget ([document](#))
- B. Ground Transportation Update

VI. NEW BUSINESS:

- A. Approval of Post-Closure Coal Ash Agreement ([document](#))
- B. Approval of Consultant Scope of Services No. 3 with Delta Airport Consultants, Inc. for Waterline Extension Design Services ([document](#))
- C. Approval of Consultant Scope of Services No. 4 with Delta Airport Consultants for Remote Automobile Parking Lot Design Services ([document](#))
- D. Approval of Insurance Renewals ([document](#))
- E. Approval of Amended Pay Grade Structure ([document](#))

VII. DIRECTOR'S REPORT:

- A. Update on Airline Agreement

VIII. INFORMATION SECTION:

(Staff presentations will not be made on these items. Staff will be available to address questions from the Board.)

- A. February 2015 Traffic Report ([document](#))
- B. February 2015 Monthly Financial Report ([document](#))
- C. April 2015 Development/Project Status Report ([document](#))
- D. Potential Board Items for the Next Regular Meeting:
  - Airline Agreement

IX. PUBLIC AND TENANTS' COMMENTS



- X. CALL FOR NEXT MEETING
- XI. AUTHORITY MEMBER REPORTS
  - A. Strategic Planning Update ([document](#))

XII. 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 Authority, Including Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Authority in Negotiations, and to Consider Personnel Matters.

XIII. ADJOURNMENT

*This agenda of the Greater Asheville Regional Airport Authority is provided as a matter of convenience to the public. It is not the official agenda. Although every effort is made to provide complete and accurate information in this agenda, the Greater Asheville Regional Airport Authority does not warrant or guarantee its accuracy or completeness for any purpose. The agenda is subject to change before and/or during the Board meeting.*

**Asheville Regional Airport  
Executive Summary  
February-15**

**AIRPORT ACTIVITY**

	Month	Variance to Prior Year	Calendar Year to Date	Variance to Prior Year
<b>Passenger Enplanements</b>	21,755	14.2%	46,463	12.7%
<b>Aircraft Operations</b>				
Commercial	863	(3.8%)	1,877	(2.2%)
Scheduled Flights	400	(1.7%)		
Flight Cancellations	23			
Seats	28,761	8.5%	63,268	8.5%
Load Factor	75.6%	5.3%	73.4%	3.8%
General Aviation	2,215	(21.5%)	4,648	(19.4%)
Military	499	17.7%	844	(4.3%)

**FINANCIAL RESULTS**

	Month	Variance to Budget	Fiscal Year to Date	Variance to Budget
<b>Operating Revenues</b>	\$ 695,945	14.4%	\$ 6,186,591	10.0%
<b>Operating Expenses</b>	568,056	(7.3%)	4,572,924	(12.5%)
<b>Net Operating Revenues before Depreciation</b>	<u>\$ 127,889</u>	3,253.8%	<u>\$ 1,613,667</u>	304.6%
<b>Net Non-Operating Revenues</b>	<u>\$ 140,503</u>	5.2%	<u>\$ 1,851,913</u>	28.1%
<b>Grants:</b>				
FAA AIP Grants	\$ 423,479		\$ 8,431,774	
NC Dept of Transportation Grants	-		-	
Total	<u>\$ 423,479</u>		<u>\$ 8,431,774</u>	

**CASH**

Restricted	\$ 3,530,684
Designated for O&M Reserve	3,881,467
Designated for Emergency Repair	650,000
Unrestricted, Undesignated	9,935,443
Total	<u>\$ 17,997,594</u>

**RECEIVABLES PAST DUE**

	Total	1-30 Days	31-60 Days	Over 60 Days
Advertising Customers	13,814	5,170	3,049	5,595
Delta Airlines	28,446	24,287	2,100	2,059
Enterprise	4,635	157	4,478	-
Paradies	2,304	1,619	685	-
DOTFAA	40,602	10,179	10,068	20,355
Miscellaneous	2,887	925	422	1,540
Total	<u>\$ 92,688</u>	<u>\$ 42,337</u>	<u>\$ 20,802</u>	<u>\$ 29,549</u>
% of Total Receivables	<u>16.60%</u>			

Note: Excludes balances paid subsequent to month-end.

**REVENUE BONDS PAYABLE**

Rental Car Facilities Taxable Revenue Bond, Series 2007	
Original Amount	\$ 4,750,000
Current Balance	\$ 1,766,120

**CAPITAL EXPENDITURES**

Annual Budget	\$ 25,676,196
Year-to-Date Spending	\$ 9,844,913

**REGULAR MEETING  
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY  
March 13, 2015**

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, March 13, 2015 at 8:40 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; Jeffrey A. Piccirillo; Andrew T. Tate; William L. Moyer; Matthew C. Burrell; and Stephanie Brown

**MEMBERS ABSENT:** None

**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; David Nantz, Director of Operations; Royce Holden, IT Director; Suzie Baker, Director of Administration; Tina Kinsey, Director of Marketing and Public Relations; Janet Burnette, Director of Finance and Accounting; Alexandra Bradley, Marketing and PR Specialist; and Ellen Heywood, Clerk to the Board

**ALSO PRESENT:** James Moose, Avcon; Doug Tate, McGuire, Wood & Bissette; Carol Peterson; Ken Moody, Delta Airport Consultants; Nick Loder, RS&H

**CALL TO ORDER:** The Chair welcomed everyone in attendance and called the meeting to order at 8:40 a.m.

**SERVICE RECOGNITION AWARDS:**

**A. Carol Peterson:** The Chair thanked Mrs. Peterson for her service and read the following resolution:

*Greater Asheville  
Regional Airport Authority*

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~ Resolution ~

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**WHEREAS,** the Greater Asheville Regional Airport Authority was created in June 2012, by State statutes to succeed the Asheville Regional Airport Authority for the purpose of maintaining, operating, regulating, developing, and improving the Asheville Regional Airport; and

**WHEREAS**, Carol W. Peterson served as Member of the Asheville Regional Airport Authority from October 2013 to August 2014, and its successor, the Greater Asheville Regional Airport Authority, from October 2013 to August 2014; and

**WHEREAS**, while her period of service to the Authorities was brief, Carol W. Peterson performed her duties with diligence, conscientiousness, fairness, and concern for the well-being of others; and

**WHEREAS**, Carol W. Peterson provided to the Authorities her insight, especially relating to matters regarding the perception of the Asheville Regional Airport and her desire for the Authorities to be good partners with the Western North Carolina community.

**NOW, THEREFORE, BE IT RESOLVED** that the Greater Asheville Regional Airport Authority expresses its sincere thanks and gratitude to Carol W. Peterson for her dedicated efforts in serving the needs of the Asheville Regional Airport.

**Adopted this 13th day of March, 2015.**

**Greater Asheville Regional Airport Authority**

**B. Doug Tate:** The Chair thanked Mr. Tate for his service and read the following resolution:

*Greater Asheville  
Regional Airport Authority*

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*~ Resolution ~*

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**WHEREAS**, the Greater Asheville Regional Airport Authority was created in June 2012, by State statutes to succeed the Asheville Regional Airport Authority for the purpose of maintaining, operating, regulating, developing, and improving the Asheville Regional Airport; and

**WHEREAS**, Douglas J. Tate served as Member of the Asheville Regional Airport Authority from June 2013 to December 2014, and its successor, the Greater Asheville Regional Airport Authority, from June 2013 to December 2014; and

**WHEREAS**, Douglas J. Tate also served as Vice-Chair of the Greater Asheville Regional Airport Authority from August, 2014 to December, 2014; and

**WHEREAS**, Douglas J. Tate resigned his position as Member of the Authorities and Vice-Chair of the Greater Asheville Regional Airport Authority due to his relocation outside of North Carolina attributable to a very impressive personal commitment; and

**WHEREAS**, Douglas J. Tate, during his period of service to the Authorities, performed his duties with diligence, conscientiousness, and astute observation; and

**WHEREAS**, Douglas J. Tate provided to the Authorities his extensive knowledge, unfailing kindness to others, and generosity of spirit.

**NOW, THEREFORE, BE IT RESOLVED** that the Greater Asheville Regional Airport Authority expresses its sincere thanks and gratitude to Douglas J. Tate for his dedicated efforts in serving the needs of the Asheville Regional Airport.

**Adopted this 13th day of March, 2015.**

**Greater Asheville Regional Airport Authority**

**ELECTION AND SWEARING IN OF VICE-CHAIR:** On behalf of the Nominating Committee Mr. Piccirillo moved to nominate Mr. K. Ray Bailey to serve as Vice-Chair of the Greater Asheville Regional Airport Authority. Mr. Burril seconded the motion and it carried unanimously. Mr. Bailey was sworn in as officer by the Clerk to the Board.

**PRESENTATIONS:** None

**FINANCIAL REPORT:** The Director reported on the airport activity for January which included enplanements, aircraft operations and general aviation activity. Mrs. Burnette reported on the financial activity for the month of January.

**CONSENT ITEMS:** The Chair remarked that Consent Item B, Approval of the Greater Asheville Regional Airport Authority February 13, 2015 Closed Session Minutes would be reviewed in closed session.

**A. Approval of the Greater Asheville Regional Airport Authority February 13, 2015 Regular Meeting Minutes:** Mr. Tate moved to approve the Greater Asheville

Regional Airport Authority February 13, 2015 Regular Meeting Minutes. Mr. Moyer seconded the motion and it carried unanimously.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**A. Transfer of Rental Car Facility Bond from Asheville Regional Airport Authority to Greater Asheville Regional Airport Authority:** The Director advised the Board that this item was a mirror image of the Resolution and Agreement approved by the Board during the Asheville Regional Airport Authority meeting. Approval of this Resolution and Agreement allows for the Greater Asheville Regional Airport Authority to accept assignment of the bonds.

Mr. Bailey moved to approve the assignment and assumption agreement between the Asheville Regional Airport Authority, the Greater Asheville Regional Airport Authority, and Wells Fargo Bank, N.A., as presented, and to authorize the Executive Director to execute the same. Ms. Brown seconded the motion and it carried unanimously.

**B. Approval of a Space/Use Permit with The Lamar Companies:** The Director informed the Board that the Authority entered into a space/use permit with The Lamar Companies ("Lamar") in 2005 under a 10 year term for the lease of property for two billboards located adjacent to I-26 just north of the airport. Under the current lease, Lamar pays the Authority \$3,400 per year. The new space/use permit will provide for \$3,500 per year in revenue with a rent increase of \$100 each subsequent year of the agreement. The new space/use permit includes an early termination clause for Lamar with 60 days' notice prior to each annual anniversary. The Authority is required to provide 180 days' notice to cancel the agreement. The Director requested the Greater Asheville Regional Airport Authority Board approve the Space/Use Permit with The Lamar Companies and authorize the Executive Director to execute the necessary documents.

Mr. Moyer moved to approve the Space/Use Permit with The Lamar Companies and authorize the Executive Director to execute the necessary documents. Mr. Tate seconded the motion and it carried unanimously.

**C. Preliminary Fiscal Year 2015/2016 Budget:** Janet Burnette highlighted the Preliminary Fiscal Year 2015/2016 Budget including passenger traffic, operating revenues and expenses, net operating income, and interest income. Mrs. Burnette reviewed the proposed Operating Budget and noted that Operating Revenues assume for 375,000 passenger enplanements, an increase in public parking revenue due to the higher estimated enplanements, as well as an increase in revenues as a result of advertising



being brought in-house. The Operating Expenses include a 4.0% salary adjustment pool, as well as higher parking management fees and custodial supplies and consumables due to the increased enplanements. Mrs. Burnette informed the Board that the proposed Operating Revenues have increased by 4.5% while the Operating Expenses have increased by 3.0%. The sources of operating revenue were highlighted as well as operating expenses by category. Mrs. Burnette noted in operating expenses by category, the major change shows salaries with the largest increase. The current estimate for 2015 shows 59% budgeted for salaries. However, last year's salaries were budgeted at 61%, but since several positions remained unfilled for part of the year, the salary costs for 2015 were less than expected. Mrs. Burnette further stated that in reality the budget for salaries in 2016 looks very similar to 2015.

Mrs. Burnette reviewed the proposed capital budget that includes Bid Package 3 for the Airfield Redevelopment project and the renewal and replacement items as well as the sources of funding for those items.

The Chair inquired about the old DPS demo and water line item in the renewal and replacement schedule. The Director advised the Board that staff has been talking with the City of Asheville about leasing the old DPS building, but at the time of budget preparation staff had not received a final answer from the City. Staff put in for demo in the budget in the event the City did not want to lease the building. The water line in that building has been used for airline deicing trucks and needs to be relocated for the airline use. The Director further stated that the City recently advised staff that they would like to move forward with a six-month trial lease of the old DPS building to see how it works for them.

Mr. Burril inquired about the Accounting and Financial System Replacement. The Director stated that the current system is over 13 years old and labor intensive for staff. Staff has talked with a few consultants and other airports of similar size and felt the \$350,000 was a good starting point for a new system. If the numbers come back higher when this item goes out to bid, staff will come back to the Board for their input. Mr. Burril stated that the financial system is critical to the airport and that conversions can be very difficult. Mr. Burril suggested staff consider including funds for outside assistance to ensure the conversion is accurately accomplished.

Mrs. Burnette highlighted the Estimated Cash and Investment Balance which is estimated to be \$17.5 million as of June 30, 2015. Mrs. Burnette reviewed the schedule for 2016 which included Business Development, Contingency and Debt Service Costs, Non-Operating Revenues, Capital Contributions and Capital Costs as well as Reserve funds for an Estimated Unrestricted Undesignated Cash and Investment balance of \$12.2 million

as of June 30, 2016. Mrs. Burnette advised the Board that there were no changes to the Supplemental Fees in the proposed budget.

Mrs. Burnette requested the Greater Asheville Regional Airport Authority resolve to approve the Proposed Preliminary Fiscal Year 2015/2016 Budget and accept public comment during the next 10 days.

Mr. Bailey moved to approve the Proposed Preliminary Fiscal Year 2015/2016 Budget and accept public comment on the Proposed Fiscal Year 2015/2016 Budget during the next 10 days. Mr. Burril seconded the motion and it carried unanimously.

The Director advised the Board that the March 27, 2015 Budget Workshop meeting would not be necessary.

**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 Update:** The Director informed the Board that he attended a legislative conference the previous week in Washington, DC. The North Carolina commercial airports hosted a joint breakfast meeting for the legislators. Senator Burr and Congressman Meadows attended. AIP funding and an increase of the PFC's were reviewed with the legislators at the breakfast meeting.

**B. Ground Transportation Meeting Date:** The Director reminded the Board that at the February Board meeting, he was tasked by the Board to meet with ground transportation providers. The meeting has been set up for March 26<sup>th</sup> and the Director will report back to the Board at the April Authority Board meeting. The fees have been kept the same in the budget and the year for the vehicle age will most likely be kept the same for now.

**C. Fire Station:** The Director stated that a draft six-month temporary lease will be given to the City. The building has been appraised for fair market value of \$40,000 a year. The appraiser has estimated \$250,000 in repairs need to be made to the building. If the City decides to stay in the building at the conclusion of the six months, they would need to make the repairs and modifications to the building. Ms. Brown questioned what the unknowns are that would be discovered in those six months. The Director stated that the City wants to make sure they can exit the airport in a timely manner. The City will save money by renting the old DPS building rather than constructing a new facility further north on Airport Road. They also plan to start staffing the firehouse on a Monday through Friday, 8 to 5 basis. The Director thought the City wanted to try this schedule before fully committing to expanding their services in this area. The Director further stated that

all Authority Public Safety staff are becoming certified as EMT's so the airport will be a recognized EMT responder. The Authority Public Safety staff respond now but have always been backed up by the Skyland Fire Department or City of Asheville. This will not need to happen once all the Authority staff have been certified. The Authority staff will be part of the Buncombe County emergency response and will be called through the dispatch system to respond. However, the Authority's first priority will be to respond to aircraft emergencies.

The Chair stated that the Public Safety building has been an ongoing saga and commended staff for working through this issue and for working with the Authority's community partners.

- D. City Smoking Ordinance:** The Director reported that the City passed a no smoking ordinance for e-cigarettes. The airport was included in that ordinance although the Authority already had a policy in place. The Director did talk with the City's assistant attorney on why the airport was included in this. The attorney stated that it was a backstop for the airport to point to the City's ordinance should the need ever arise. The City assistant attorney did acknowledge that the property is being transferred to the Greater Asheville Regional Airport Authority.
- E. WNC Aviation:** WNC Aviation is partnering with AB Tech for an aviation degree program. WNC Aviation has invited the Board to the announcement which will be held on March 25<sup>th</sup> at 2:00 p.m.
- F. Update on Retaining Wall:** The Director called the Board's attention to a letter at their seats from Tensar, the contractor for the retaining wall. The letter was the only documentation staff was able to obtain at this point for warranty information. Tensar states that there is an additional warranty once the wall is finished and the rest of the paperwork is turned over to the Authority. The Director further stated that the contract calls for the actual labor on the wall to be under warranty for one year. The north end of the wall is under construction, the wetland mitigation is underway, and the south end of the wall is nearly complete.
- G. Ground Transportation Article:** An article on ground transportation was available at the Board Members' seats. The article gives an idea of what some airports experience working with the Airport Ground Transportation Association. A conference will be held in April if any of the Board Members were interested. Airport staff will be attending this conference.
- H. Change Order:** The Director reported that a change order was received for the front entrance construction project with Delta Airport Consultants and Young and

McQueen. The change order was for a deduction to the contract amount for \$4,865. This included a sign that the airport did not have to replace that saved \$15,000 and also some additional items had to be purchased for the contract.

**INFORMATION SECTION:** No comments

**PUBLIC AND TENANTS' COMMENTS:** None

**CALL FOR NEXT MEETING:** The Chair stated that the next regular meeting will be held on April 10, 2015.

**CLOSED SESSION:** At 9:48 a.m. Mr. Piccirillo 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 Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Greater Asheville Regional Airport Authority in Negotiations, and to Consider Personnel Matters. Mr. Moyer seconded the motion and it carried unanimously.

The Chair indicated they would break until 10:00 a.m., at which time the Board would resume in closed session.

Open Session resumed at 10:13 a.m.

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY MARCH 13, 2015**

**CLOSED SESSION MINUTES:** Mr. Piccirillo 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. Tate seconded the motion and it carried unanimously.

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY FEBRUARY 13, 2015**

**CLOSED SESSION MINUTES:** Mr. Piccirillo moved to approve the minutes for the February 13, 2015 Closed Session (Part A) and the minutes for the February 13, 2015 Closed Session (Part B) and to seal and withhold such 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.

## **AUTHORITY MEMBER REPORTS:**

**A. Fill Project:** Due to the adverse weather conditions, the Director stated that he would be happy to give a tour of the fill project to the Board Members on another day. The Director proceeded to brief the Board Members on the history of the fill project and displayed the liner samples used in the project. The Director stated that the liner is non-penetrable and would take a mechanized machine or tool to puncture. The liner is laid in rolls and heat welded together. Core samples are taken every so many feet and tested to make sure the heat welds are meeting standards. The Director stated that the filter incorporated into the layers of liners allows for moisture from the coal ash to run through the filter and out through a mechanized drainage system tied into the City sewer system. Some of the older fill areas have pumps that store some of the water into a tank that is trucked out to a certified disposal system. The fill is then capped with a top liner, covered with 4' to 6' of dirt and then grass. The Director advised the Board that water test wells are located all around the fill areas and are tested for water samples taken periodically by Duke Energy. A report is generated and given to Authority staff after each testing. The wells were installed prior to the coal ash areas being filled in order to obtain baseline water quality samples before the ash was installed. All of the fill areas far exceed EPA requirements today.

Mr. Tate inquired if settling would take place over the years once all the water drains from the fill areas. The Director stated that there would not be settling due to the manner in which the coal ash is packed into the liners.

Ms. Brown questioned if the Authority retained ownership rights of the land once the area was developed and if Duke Energy retained responsibility for the coal ash. The Director responded that Duke retains responsibility for the coal ash in perpetuity and the Authority will always retain ownership of the land. The Director further stated that if the liner had to be penetrated for a development project, staff would work with the Department of Environment and Natural Resources (DENR) to make sure everything was done properly and sealed back up. The Director further stated that a third party agreement is in the process of being put together that keeps Duke liable for the coal ash in perpetuity and the agreement will be signed by the Authority, Charah, and Duke. Staff is hoping to have the agreement by the April Board meeting.

Mr. Tate commented that the Authority should consider ongoing testing in perpetuity as part of the agreement. The Director stated that he would discuss this with Charah and Duke when they talk about the agreement.

Mr. Bailey's concern was that in developing the land, there needs to be a process to make sure the liners are not punctured and the Authority's liability increased. Mr. Reisman

stated that the six feet of soil covering the liner should be twice the depth needed for any type of building. For any structure requiring drilling more than six feet deep, there are procedures and practices for opening a piece of that top liner and sealing around the footing.

The Chair encouraged the new Board Members to tour the area with the Director.

**B. Strategic Planning Session:** The Chair remarked that he felt it was a good time for the Board to set some strategies and priorities as an Authority. The Chair reviewed a presentation that included the purpose of the Authority Members, key strategic priorities, and goals for the coming year.

A discussion ensued regarding past governance vs. management issues. The Chair stated that the role of the Board Members is to represent the airport and to govern based on what is best for the airport and the strategic priorities set by the Board. Mr. Moyer felt it was a good principle to establish and would be set for any future Board Members. The consensus of the Board was to focus on setting governing direction ("guard rails") for the organization and holding management accountable for the execution of operational tactics.

The Chair outlined 10 key strategic priorities for the Board's discussion and input.

Mr. Burril inquired if the Executive Director was a legal bind, if he was the Board's legal employee. Ms. Rice referred to language in Session Law 2012-121 that created the Greater Asheville Regional Airport Authority, and stated that the only position the Board is tasked with is the Executive Director's position. Mr. Burril stated that he wanted that limitation and had concern if other Authority employees had the ability to come to the Board with issues without going through the proper channels. The Director stated that the policies adopted by the Board allow for employees to have the option to appeal to the Board if their issues are not resolved by the Executive Director.

Ms. Brown suggested a tweak on the Organizational Accountability priority to possibly change the word evaluation to supervision of the Executive Director to make it broader.

Mr. Tate questioned if airline recruiting under the Economic Development priority covers business development of new air service as well as adding or evaluating new destinations as he felt it was an important piece of the airport's future. The Chair stated that was the intent and the Director agreed. The Director stated staff is responsible for that and part of Tina Kinsey's role is for Air Service Development. The Director remarked Air Service Development would be the better terminology. Ms. Brown commented there is a community involvement aspect to that as well. The airport needs financial and

community support to further air service development and without that piece the airport won't be successful in this goal. Ms. Brown suggested including the words "engaging community partnerships" to further economic development and air service development opportunities. The Director agreed that Ms. Brown made a valid point and stated that staff has been doing this. The Authority cannot incentivize an airline to a revenue guarantee structure, it has to come from the community, and most airlines are now looking for this type of incentive.

Mr. Burril stated that part of the Authority Members' role is to educate themselves on how airports operate, policies involved in airports, how the FAA is involved, etc. Mr. Burril felt there should be a priority for an educational piece for Board Members. Ms. Brown thought this may be a better intro statement, maybe not to be confused with the priorities, but agreed it should be a responsibility.

Mr. Tate remarked that in Municipal Relations it was important to have positive relationships with municipalities as well as with other local governments but also of importance is positive relationships with all neighbors. Mr. Tate suggested broadening the terminology to encompass relationships beyond just the municipalities. Ms. Brown suggested using the word stakeholder since that could also encompass the business community which depends on air service. The consensus of the Board was to include an item for Stakeholder Relations.

The Chair stated that what he noted during the discussion was to include an intro statement about continuing education of the Authority Members, change Airline Recruiting to Airline Service Development with Community Partners, change Executive Director Evaluation to Executive Director Supervision, and add Stakeholder Relations.

The Chair reviewed the Key Goals for 2015 and asked for feedback from the Board Members on what should be accomplished that was not inconsistent with staff's goals.

Mr. Tate recommended adding encourage Board stability with Acculturate New Board Members. Ms. Brown inquired about the Board's ability to encourage people to apply and to nominate people to the appointing body. The Director stated that this has been attempted in the past but did not always work. Mr. Tate thought this was an interesting role but probably not one the Director should take.

Mr. Moyer felt a Community Relations goal should be included to expand the knowledge and improve the image.

The consensus of the Board was to remove the runway project from the list since it was already underway and was more of an operational management function.

Mr. Burril stated that several economic development related projects were pending and suggested a goal to monitor or assist with facilitating economic development issues.

Ms. Brown commented that she would like to see air service development and include community alignment.

The Chair stated that what he noted during the discussion was to include Board Member appointment/stability, community image, parking facilities, economic growth and airline development, and property transfer.

The Chair thanked the Board for their input.

**ADJOURNMENT**: Mr. Piccirillo moved to adjourn the meeting at 11:20 a.m. Mr. Burril seconded the motion and it carried unanimously.

Respectfully submitted,

Ellen Heywood  
Clerk to the Board

Approved:

Robert C. Roberts  
Chair





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## **MEMORANDUM**

TO: Members of the Airport Authority

FROM: Michael A. Reisman, A.A.E.  
Deputy Executive Director, Development and Operations

DATE: April 10, 2015

### **ITEM DESCRIPTION – Consent Item C**

Approve Grant of Easement to Duke Energy Progress, Inc., A North Carolina Corporation for Navaid Locations

### **BACKGROUND**

The Authority recently awarded contract and issued notice to proceed for Phase II construction of the Airfield Re-development Program. Phase II includes the installation and commissioning of certain Navigational Aids (Nav aids) which require their own individual commercial source of electric power. Duke Energy Progress, Inc. (DEP) will supply the sources of power for both the temporary runway Localizer and Glideslope equipment sites on the airport. Easements for the routing of power and placement of equipment on the airport is a common necessity associated with this action.

### **ISSUES**

None.

### **ALTERNATIVES**

None. DEP is the sole provider of commercial power on the airport.

### **FISCAL IMPACT**

None. Separately, there may be costs associated with the installation of power needed at the two Navaid locations. This cost has yet to be determined and provided by DEP. These expenses will be eligible for inclusion in the overall budget associated with the

Consent Item - C



project, and will be reported at a later date. If required, a separate request for board action will be forthcoming.

### **RECOMMENDED ACTION**

It is respectfully requested that the Greater Asheville Regional Airport Authority Board resolve to (1) approve the grant of an Easement to DEP for Navaid locations; and (2) Authorize the Executive Director to sign the necessary documents.

EASEMENT

NORTH CAROLINA  
BUNCOMBE COUNTY  
PIN #964352197000000

Prepared By: B Pittman  
Return To: Duke Energy  
555-A Brevard Rd  
Asheville, NC 28806

THIS EASEMENT ("**Easement**") is made this \_\_\_\_\_ day of \_\_\_\_\_, 2015, from **Greater Asheville Regional Airport Authority A/K/A Asheville Regional Airport Authority, a North Carolina municipal authority** ("**Grantor**," whether one or more) to **Duke Energy Progress, Inc., a North Carolina corporation** ("**DEP**"); its successors, licensees, and assigns.

**WITNESSETH:**

THAT GRANTOR, for and in consideration of the sum of ONE DOLLAR (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant unto DEP, its successors, lessees, licensees, transferees, permittees, apportionees, and assigns, the perpetual right, privilege, and easement to go in and upon the land of Grantor situated in Limestone Township described as follows: **containing 547.032 acres, more or less, and being the land described in a lease agreement between the City of Asheville and the Asheville Regional Airport Authority, dated December 30, 1981, and recorded in Deed Book 1287, page 510 Buncombe County Registry, and also being shown as 535.342 ac tract on a plat dated September 24, 1981, entitled "Property of the City of Asheville (Lease Map)", and recorded in Plat Book 48, page 35, all Buncombe County Registry** (the "**Property**"), LESS AND EXCEPT any prior out-conveyances, and to construct, reconstruct, operate, patrol, maintain, inspect, repair, replace, relocate, add to, modify and remove electric facilities thereon including but not limited to, supporting structures such as cables, wires, underground conduits, enclosures/transformers, vaults and manholes and other appurtenant apparatus and equipment (the "**Facilities**") within an easement area being ten (10) feet wide, together with an area ten (10) feet wide on all sides of the foundation of any DEP enclosure, manhole or vault vent (the "**Easement Area**"), for the purpose of transmitting and distributing electrical energy and for communication purposes. The center line of the Facilities, shall be the center line of the Easement Area.

The right, privilege and easement shall include the following rights granted to DEP: (a) ingress and egress over the Easement Area (subject to the security requirements contained herein); (b) to trim and keep clear from the Easement Area, now or at any time in the future, trees, limbs, undergrowth, structures or other obstructions and to trim or clear dead, diseased, weak or leaning trees or limbs outside of the Easement Area which, in the opinion of DEP, might interfere with or fall upon the Facilities; (c) and all other rights and privileges reasonably necessary or convenient for DEP's safe, reliable and efficient installation, operation, and maintenance of the Facilities and for the enjoyment and use of the Easement Area for the purposes described herein.

Notwithstanding anything to the contrary above, it is understood and agreed that the underground facilities shall be approximately located as shown on attached "Exhibit A: 1 - 2 and 2 - 2", and that DEP's access to secured portions of the Easement Area shall require the prior permission of Grantor and escort by an authorized representative of Grantor, in accordance with airport security regulations.

TO HAVE AND TO HOLD said rights, privilege, and easement unto DEP, its successors and assigns, forever. IN WITNESS WHEREOF, GRANTOR has caused this EASEMENT to be signed in its name by its duly authorized officer, as of the date first above written.

GREATER ASHEVILLE REGIONAL AIRPORT  
AUTHORITY A/K/A ASHEVILLE REGIONAL  
AIRPORT AUTHORITY,  
a North Carolina municipal authority

By: \_\_\_\_\_

Title: \_\_\_\_\_

---

NORTH CAROLINA, \_\_\_\_\_ COUNTY

I, \_\_\_\_\_, a Notary Public of \_\_\_\_\_ County, North Carolina, certify that \_\_\_\_\_ personally appeared before me this day and acknowledged that he/she is \_\_\_\_\_, of Greater Asheville Regional Airport Authority A/K/A Asheville Regional Airport Authority, a North Carolina municipal authority, and being authorized to do so, executed the foregoing EASEMENT on behalf of the corporation.

Witness my hand and notarial seal, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.



\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

ARM

AIRPORT ROAD (NC 280)

NORTH RAMP

SOUTH GA RAMP

TERMINAL

AUTO PARKING

TAXIWAY A

TEMPORARY RUNWAY 17-35

OLD FANNING BRIDGE ROAD

WESTFELT ROAD

FERNCLIFF PARK DRIVE

TEMPORARY RUNWAY  
35 GLIDE SLOPE  
SHELTER

TRANSFORMER  
PUB BOX  
1A14C11  
1A14C10  
EVACUATOR  
1A14C15

PUB BOX  
1A14C14

PUB BOX  
1A14C13

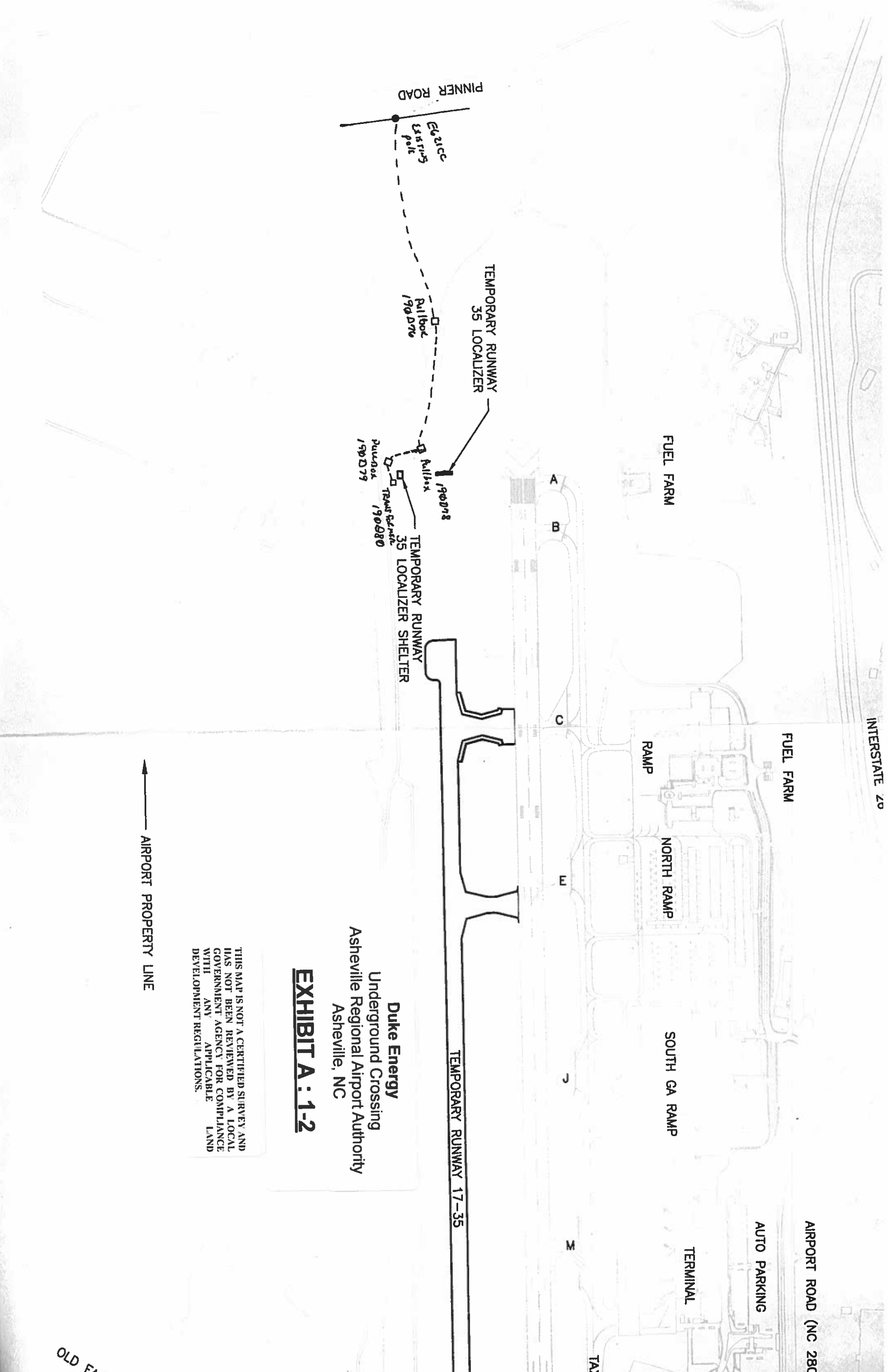
NEW  
Pole  
1A14C12  
EXHAUSTING  
Poles  
1A14C13  
1A14C14  
1A14C15

Duke Energy  
Underground Crossing  
Asheville Regional Airport Authority  
Asheville, NC

**EXHIBIT A: 2-2**

AIRPORT PROPERTY LINE

THIS MAP IS NOT A CERTIFIED SURVEY AND  
HAS NOT BEEN REVIEWED BY A LOCAL  
GOVERNMENT AGENCY FOR COMPLIANCE  
WITH ANY APPLICABLE LAND  
DEVELOPMENT REGULATIONS.



INTERSTATE 20

AIRPORT ROAD (NC 280)

AUTO PARKING

TERMINAL

SOUTH GA RAMP

NORTH RAMP

RAMP

FUEL FARM

FUEL FARM

TEMPORARY RUNWAY 17-35

TEMPORARY RUNWAY  
35 LOCALIZER

TEMPORARY RUNWAY  
35 LOCALIZER SHELTER

Duke Energy  
Underground Crossing  
Asheville Regional Airport Authority  
Asheville, NC

**EXHIBIT A: 1-2**

THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS.

← AIRPORT PROPERTY LINE →

OLD FA



## **MEMORANDUM**

TO: Members of the Airport Authority

FROM: Michael A. Reisman, A.A.E.  
Deputy Executive Director, Development and Operations

DATE: April 10, 2015

### **ITEM DESCRIPTION – Consent Item D**

Approve Grant of Easement to Duke Energy Progress, Inc., A North Carolina Corporation for Gas Station Site

### **BACKGROUND**

The gas station/convenience store site is presently under construction. Permanent commercial power for the site will be provided by Duke Energy Progress, Inc. (DEP). An easement for the routing of power and placement of permanent equipment on the site is required.

### **ISSUES**

None.

### **ALTERNATIVES**

None. DEP is the sole provider of commercial power on the airport.

### **FISCAL IMPACT**

None. Any associated construction expenses are the responsibility of the site developer.

### **RECOMMENDED ACTION**

It is respectfully requested that the Greater Asheville Regional Airport Authority Board resolve to (1) approve the grant of an Easement to DEP for the gas station/convenience store site; and (2) authorize the Executive Director to sign the necessary documents.

EASEMENT

NORTH CAROLINA  
BUNCOMBE COUNTY  
PIN #964352197000000

Prepared By: B Pittman  
Return To: Duke Energy  
B Pittman  
555-A Brevard Rd  
Asheville, NC 28806

THIS EASEMENT ("**Easement**") is made this \_\_\_\_\_ day of \_\_\_\_\_, 2015, from **Greater Asheville Regional Airport Authority A/K/A Asheville Regional Airport Authority, a North Carolina municipal authority** ("**Grantor**," whether one or more) to **Duke Energy Progress, Inc. a North Carolina corporation**, ("**DEP**"); its successors, licensees, and assigns.

**WITNESSETH:**

THAT GRANTOR, for and in consideration of the sum of ONE DOLLAR (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant unto DEP, its successors, lessees, licensees, transferees, permittees, apportionees, and assigns, the perpetual right, privilege, and easement to go in and upon the land of Grantor situated in Limestone Township described as follows: **containing 547.032 acres, more or less, and being the land described in a lease agreement between the City of Asheville and the Asheville Regional Airport Authority, dated December 30, 1981, and recorded in Deed Book 1287, page 510 Buncombe County Registry, also being shown as 535.342 ac tract on a plat dated September 24, 1981, entitled "Property of the City of Asheville (Lease Map)", and recorded in Plat Book 48, page 35, and also being described in "Memorandum of Lease" between The Asheville Regional Airport Authority by Greater Asheville Regional Airport Authority and J. Hall Waddell, and recorded in Deed Book 5215, page 66, and also a "Memorandum of Sub-Lease" between J. Hall Waddell and J.H. Reaben Oil & Supply Co, Inc. recorded in Deed Book 5267, page 1752 and shown on plat entitled "Plat for Proposed Leased Premises for J. Hall Waddell" dated February 17, 2014 recorded in Book 140, page 107, all Buncombe County Registry** (the "**Property**"), LESS AND EXCEPT any prior out-conveyances, and to construct, reconstruct, operate, patrol, maintain, inspect, repair, replace, relocate, add to, modify and remove electric and/or communication facilities thereon including but not limited to, supporting structures such as poles, cables, wires, underground conduits, enclosures/transformers, vaults and manholes and other appurtenant apparatus and equipment (the "**Facilities**") within an easement area being ten (10) feet wide, together with an area ten (10) feet wide on all sides of the foundation of any DEP enclosure, manhole or vault vent (the "**Easement Area**"), for the purpose of transmitting and distributing electrical energy and for communication purposes. The center line of the Facilities, shall be the center line of the Easement Area.

The right, privilege and easement shall include the following rights granted to DEP: (a) ingress and egress over the Easement Area; (b) to relocate the Facilities and Easement Area on the Property to conform to any future highway or



street relocation, widening or improvement; (c) to trim and keep clear from the Easement Area, now or at any time in the future, trees, limbs, undergrowth, structures or other obstructions and to trim or clear dead, diseased, weak or leaning trees or limbs outside of the Easement Area which, in the opinion of DEP, might interfere with or fall upon the Facilities; (d) and all other rights and privileges reasonably necessary or convenient for DEP's safe, reliable and efficient installation, operation, and maintenance of the Facilities and for the enjoyment and use of the Easement area for the purposes described herein.

It is understood and agreed that the underground facilities shall be approximately located as shown on attached "Exhibit A".

TO HAVE AND TO HOLD said rights, privilege, and easement unto DEP, its successors and assigns, forever. IN WITNESS WHEREOF, GRANTOR has caused this EASEMENT to be signed in its name by its duly authorized officer, as of the date first above written.

GREATER ASHEVILLE REGIONAL AIRPORT  
AUTHORITY A/K/A ASHEVILLE REGIONAL  
AIRPORT AUTHORITY  
a North Carolina municipal authority

By: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
NORTH CAROLINA, \_\_\_\_\_ COUNTY

I, \_\_\_\_\_, a Notary Public of \_\_\_\_\_ County, North Carolina, certify that \_\_\_\_\_ personally appeared before me this day and acknowledged that he/she is \_\_\_\_\_, of Greater Asheville Regional Airport Authority A/K/A Asheville Regional Airport Authority, a corporation, and being authorized to do so, executed the foregoing EASEMENT on behalf of the corporation.

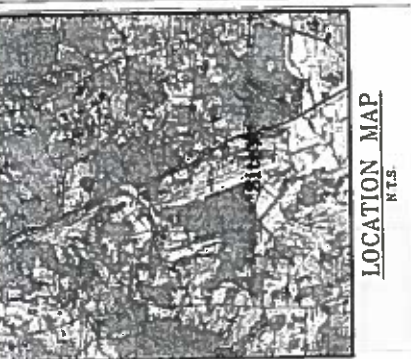
Witness my hand and notarial seal, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.



(Notary Seal)

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_



LOCATION MAP N.T.S.

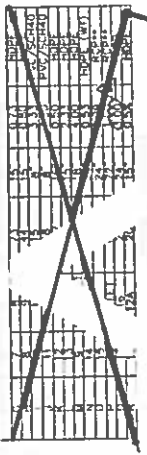
# EXHIBIT A

## Duke Energy

### Underground Crossing

#### Asheville Regional Airport Authority

THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS.



- LEGEND**
- EXISTING 2" CONTOUR
  - PROPOSED 2" CONTOUR
  - EXISTING STORM DRAIN LINE
  - PROPOSED STORM DRAIN LINE
  - PROPOSED STORM DRAIN STRUCTURE
  - EXISTING WATER MAIN
  - EXISTING SANITARY SEWER

SEE DETAIL SHEETS FOR ADDITIONAL INFORMATION ON STREET CONTROL. LINE "C" & "F" TO BE BURIED 8" MIN BELOW STRUCTURE. LINE "D" BY ELEVATION AND 24" DIBBLE.

DEVELOPER: J.H. REARBY & SUPPLY CO., INC. 731 ASHE STREET HENDERSONVILLE, NC 28782 PHONE: 828-892-0246



**Revisions**

NO.	REVISION	DATE

date: 9/13  
job: 12172  
drawn: lhc

WILLIAM G. LURVEY, P.E. Consulting Engineer & Land Planner No. 47188 State of North Carolina 1001 North Carolina Street, Asheville, NC 28801

**PROPERTY INFORMATION**

OWNER: CITY OF ASHEVILLE ASHEVILLE REGIONAL AIRPORT BUNCOMBE COUNTY PIN # 9843-52-1870 D.B. 1906 PG 0324

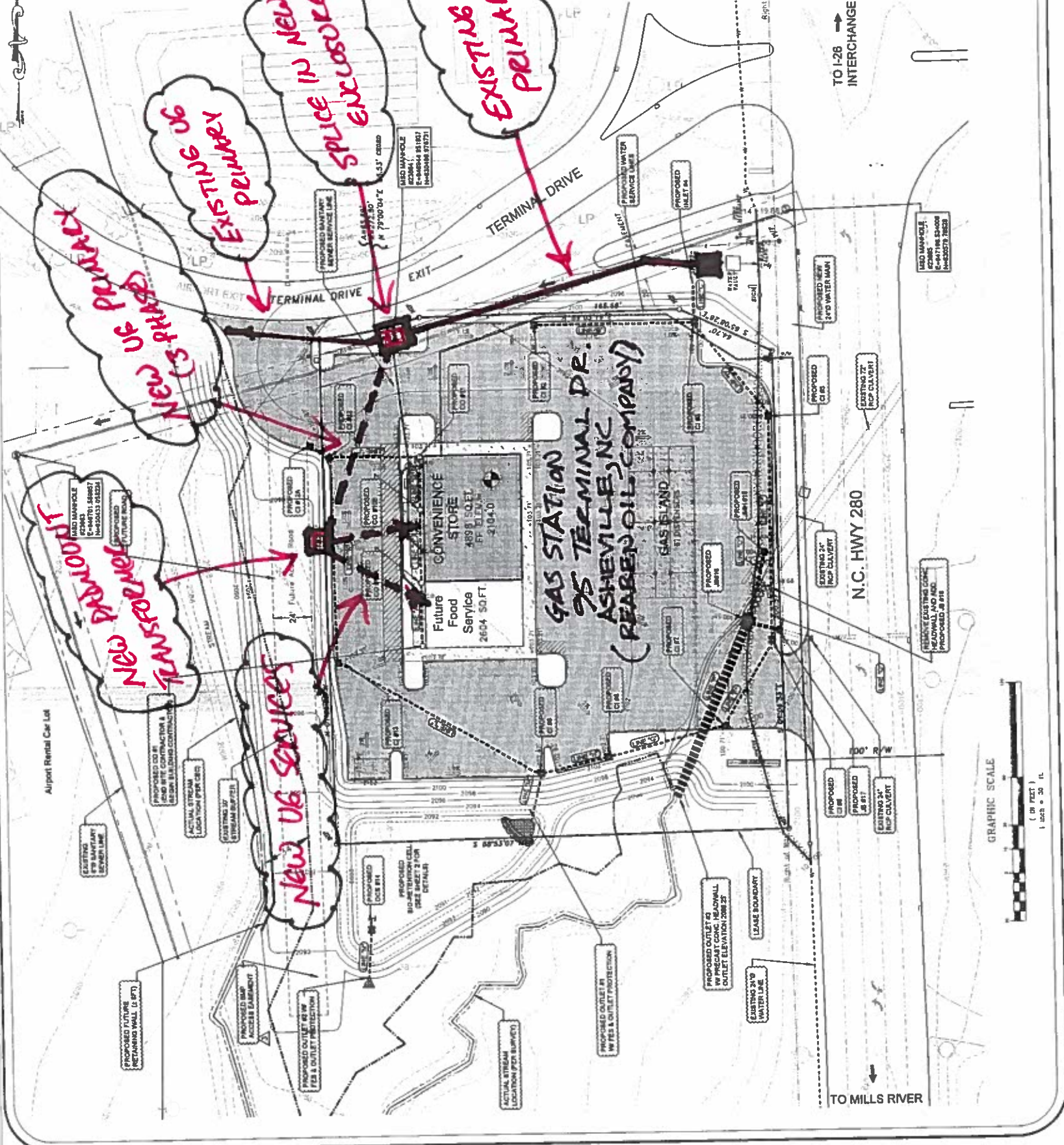
ZONING DISTRICT: PUBLIC SERVICE

MIN. LOT WIDTH - 80 FEET

SETBACKS - FRONT 20 FT SIDE 10 FT REAR 56 FT

PARKING - 56 SPACES

- ABBREVIATION LEGEND**
- CONTRACTOR SHALL COORDINATE WITH BUILDING CONTRACTOR FOR ROOF LEADER CONNECTIONS IN PAVEMENT TO ASPHALT AND CONCRETE CONSTRUCTION
  - CONTRACTOR SHALL COORDINATE WITH BUILDING CONTRACTOR FOR ROOF LEADER CONNECTIONS IN PAVEMENT TO ASPHALT AND CONCRETE CONSTRUCTION



GRAPHIC SCALE  
( IN FEET )  
1 inch = 30 ft.

TO I-26 INTERCHANGE

TO MILLS RIVER

N.C. HWY 280

GAS STATION 95 TERMINAL DR. (REARBY OIL COMPANY)

CONVENIENCE STORE 489 SQ. FT. 2104.0

Future Food Service 2604 SQ. FT.

NEW 6" TRANSFORMER

NEW 6" SERVICES

EXISTING U6 PRIMARY

SPICE IN NEW ENCLOSURE

EXISTING U6 PRIMARY

NEW 6" TRANSFORMER

NEW 6" TRANSFORMER

PROPOSED FUTURE RETAINING WALL (2.5 FT)

PROPOSED OUTLET IN W/ FIBER & OUTLET PROTECTION

PROPOSED OUTLET IN W/ FIBER & OUTLET PROTECTION

PROPOSED OUTLET IN W/ FIBER & OUTLET PROTECTION

**CONSENT OF LESSEE**

The premises (or a portion thereof) described in the foregoing Easement is subject to that certain lease dated May 30, 2014 between The Asheville Regional Airport Authority by Greater Asheville Regional Airport Authority, as Lessor/Landlord, and J. Hall Waddell, as Lessee/Tenant, recorded in Deed Book 5215 at Page 66 in the Buncombe County Registry (the "Lease"), and also a "Memorandum of Sub-Lease" between J. Hall Waddell and J.H. Reaben Oil & Supply Co, Inc. recorded in Deed Book 5267, page 1752 Buncombe County Registry and also shown on plat entitled "Plat for Proposed Leased Premises for J. Hall Waddell" dated February 17, 2014 recorded in Book 140, page 107, Buncombe County Registry. The undersigned Lessee has joined in the execution of this Easement for the sole purpose of subordinating the Lease [or consenting] to the easement granted therein.

\_\_\_\_\_  
J HALL WADDELL, INDIVIDUALLY

**J.H. REABEN OIL & SUPPLY CO., INC**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

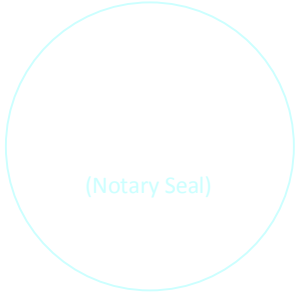
Date: \_\_\_\_\_

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NORTH CAROLINA, \_\_\_\_\_ COUNTY

I, \_\_\_\_\_, a Notary Public of \_\_\_\_\_ County, North Carolina, certify that J. Hall Waddell, personally appeared before me this day and acknowledged the due execution of the foregoing Instrument.

Witness my hand and notarial seal, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.



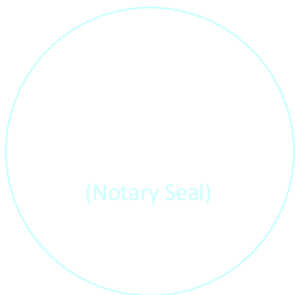
\_\_\_\_\_ Notary Public

My commission expires: \_\_\_\_\_

NORTH CAROLINA, \_\_\_\_\_ COUNTY

I, \_\_\_\_\_, a Notary Public of \_\_\_\_\_ County, North Carolina, certify that \_\_\_\_\_ personally appeared before me this day and acknowledged that he(she) is \_\_\_\_\_, of J.H. Reaben Oil & Supply Company, Inc. a corporation, and being authorized to do so, executed the foregoing EASEMENT on behalf of the corporation.

Witness my hand and notarial seal, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.



\_\_\_\_\_ Notary Public

My commission expires: \_\_\_\_\_



## **MEMORANDUM**

TO: Members of the Airport Authority

FROM: Janet Burnette, Director of Finance and Accounting

DATE: April 10, 2015

### **ITEM DESCRIPTION – Old Business Item A**

Public Hearing and Final Adoption of the Authority's Fiscal Year 2015/2016 Budget

### **BACKGROUND**

A proposed preliminary Fiscal Year 2015/2016 Budget and Budget Ordinance were presented to the Authority Board at the Board meeting held on March 13, 2015. The budget documents have remained available for public inspection and comment since March 13, 2015, with no comments being received to date.

### **ISSUES**

A Public Hearing is required under Chapter 159 of the General Statutes of North Carolina before final adoption of the 2015/2016 Budget Ordinance.

### **ALTERNATIVES**

None recommended.

### **FISCAL IMPACT**

As outlined in the 2015/2016 Budget Ordinance. However, Authority staff recently learned that anticipated FAA Entitlement funding will not be available during the 2015/2016 fiscal year. This funding, in the amount of \$700,000, would have been used toward the purchase of airfield equipment. This airfield broom and snow blower was included in the proposed preliminary Fiscal Year 2015/2016 Budget at \$1,000,000, with the remaining cost of \$300,000 to be covered by Authority funding. Authority staff have subsequently removed the funding for this equipment from the proposed preliminary 2015/2016 Budget and Budget Ordinance, resulting in a fund balance increase in the amount of \$300,000.

Old Business - Item A



## **RECOMMENDED ACTION**

It is respectfully requested that following the Public Hearing on the Fiscal Year 2015/2016 Budget that the Greater Asheville Regional Airport Authority Board resolve to adopt the enclosed Fiscal Year 2015/2016 Budget Ordinance.

Enclosure

**GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY  
2015-2016  
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 2015-2016 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, 2015 and ending June 30, 2016 in accordance with the following schedules:

**EXPENDITURES**

Administration Department	\$ 647,845
Development Department	409,472
Executive Department	567,861
Finance Department	397,910
Guest Services Department	198,011
Information Technology Department	719,323
Marketing Department	538,695
Operations Department	3,096,287
Public Safety Department	1,387,848
Emergency Repair Costs	75,000
Reimbursable Costs	214,000
Carry-over Capital Expenditures from Prior Year	9,557,678
Capital Improvement	7,798,120
Renewal and Replacement	1,641,521
Business Development	300,000
Debt Service	626,823
Contingency	100,000
<b>Total Expenditures</b>	<hr/> <b>\$28,276,394</b> <hr/>

**Section 2.** It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

**REVENUES**

Administration (Interest Income)	\$ 22,000
Terminal	4,092,542
Airfield	810,753
General Aviation	1,009,468
Parking Lot	2,861,100
Other	157,600
Reimbursable Costs	214,000
Passenger Facility Charges	1,642,500
Customer Facility Charges	1,250,000
Federal Grants – AIP Entitlements	1,800,000
Federal Grants – AIP Discretionary Funds	16,130,548
NC Department of Transportation Grants	0
Transfer to GARAA Cash/Investments	(1,714,117)
<b>Total Revenues</b>	<u><u>\$28,276,394</u></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, 2015.

Adopted this 10th day of April, 2015.

---

Robert C. Roberts, Chair

Attested by:

---

Ellen Heywood, Clerk to the Board

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## **MEMORANDUM**

TO: Members of the Airport Authority

FROM: Michael A. Reisman, A.A.E.  
Deputy Executive Director, Development and Operations

DATE: April 10, 2015

### **ITEM DESCRIPTION – New Business Item B**

Approve Consultant Scope of Services No. 3 with Delta Airport Consultants, Inc.

### **BACKGROUND**

The Authority entered into an Agreement for Professional Consulting Services with Delta Airport Consultants, Inc. on October 14, 2013. Scope of Services No. 3 includes the extension of a waterline at the former Department of Public Safety (DPS) Building and the installation of a hydrant servicing station for airline de-icing trucks. With the commissioning of the new Public Safety Facility late in 2014, airlines no longer have the ability to easily utilize a nearby water hydrant to re-service their aircraft de-icing trucks, which requires re-servicing from a hydrant type connection. There are no such metered hydrants airside on or around the terminal aircraft parking apron where these activities take place during winter operations. This project will provide for a minor extension of the existing City of Asheville water line located at the former DPS building to an airside location on the terminal apron where de-icing trucks can easily access it and re-service from it during winter de-icing operations.

### **ISSUES**

None.

### **ALTERNATIVES**

Without the addition of a re-servicing hydrant, the only alternative for re-servicing this equipment would be to require Authority staff to personally provide access and support services in the re-filling of every de-icing truck during winter operations at another location outside of the terminal apron. This would pull them from their regular duties.

New Business – Item B



## **FISCAL IMPACT**

Although approval action is being requested now, this project will be carried out and funded after the start of the new fiscal year on July 1, 2015. The total cost of services associated with this action is \$16,500, which shall be paid from the Professional Services line item budget of the Development Department for FY 2015/2016. Separately, the Authority will obtain bids/quotes on construction of the waterline and hydrant project, and will seek Board approval for award if required.

## **RECOMMENDED ACTION**

It is respectfully requested that the Greater Asheville Regional Airport Authority Board resolve to (1) approve Consultant Scope of Services No. 3 with Delta Airport Consultants, Inc. with a not to exceed cost of \$16,500.00; and (2) authorize the Executive Director to execute the necessary documents.



March 30, 2015

Mr. Michael Reisman, A.A.E.  
Deputy Executive Director  
Greater Asheville Regional Airport Authority  
61 Terminal Drive, Suite 1  
Fletcher, North Carolina 28732

**Subject: Revised Consultant Scope of Services No. Three (3)**  
Extend Waterline  
Asheville Regional Airport  
Asheville, North Carolina

Dear Mr. Reisman:

Please find enclosed three (3) executed copies of the revised Consultant Scope of Services No. Three (3) for Engineering Services between the Greater Asheville Regional Airport Authority and Delta Airport Consultants, Inc. for the above referenced project. The attachment was revised to include our 2015 Fee Schedule and to clarify that the scope of work included a metered hydrant and cabinet for the hydrant. The Consultant Scope of Services provides design and bidding phase services for the Extend Waterline project.

The total lump sum fee for the design and bidding phases is \$16,500.00.

Upon execution by the Authority, please forward one (1) copy of the executed agreement to this office for our files.

We appreciated this opportunity to be of continued service to the Authority and the Asheville Regional Airport. If you should have any questions concerning this matter, please do not hesitate to contact our office.

Sincerely,

**Kenneth W. Moody, P.E., C.M.**  
**Vice President**

Enclosures: Consultant Scope of Services No. Three (3) – Three (3) copies

cc: Angela Jackson, Delta Airport Consultants, Inc.

Reference: Delta Project No. 15054

1805 SARDIS RD. NORTH, SUITE 101, CHARLOTTE, NC 28270

P. (704) 521-9101 F. (704) 521-9109 [WWW.DELTAIRPORT.COM](http://WWW.DELTAIRPORT.COM)

**Consultant Scope of Services No. Three (3)**

**Asheville Regional Airport Authority**

---

Scope of Services for Professional Consulting Services, as referenced in the Professional Consulting Agreement between the Greater Asheville Regional Airport Authority and Delta Airport Consultants, Inc., dated October 14, 2013.

Project: Extend Waterline

Scope of Services: Delta Airport Consultants, Inc. is to provide design and bidding services for the extension of an existing waterline adjacent to the DPS Building to the edge of the air carrier apron. The design phase services includes field investigation of existing conditions, coordination with the Owner for location of the routing of the waterline and metered hydrant cabinet location adjacent to the aircraft apron.

Consultant: Delta Airport Consultants, Inc.

Schedule: Design Phase Services - 60 Calendar Days

Project Budget: Design and Bidding - \$16,500.00 (Lump Sum)

Fees: See attached "Fee Summary"

**Authority:**

Greater Asheville Regional Airport Authority


By: \_\_\_\_\_

Lew Bleiweis, A.A.E.  
Executive Director

Date: \_\_\_\_\_

**Consultant:**

Delta Airport Consultants, Inc.

By:  \_\_\_\_\_

Kenneth W. Moody, P.E., C.M.  
Vice President

Date: 3/30/2015

This instrument has been pre-audited in the manner required by local government and fiscal control.

\_\_\_\_\_  
Finance Manager

**ATTACHMENT CSS 3-1  
FEE SUMMARY**

**Design and Bidding Phase Services**

Project Title: Extend Waterline  
 Airport Name: Asheville Regional Airport  
 Airport Location: Asheville, North Carolina

Delta Airport Consultants, Inc.  
 1805 Sardis Road N, Ste 101  
 Charlotte, NC 28270

AIP Project No. N/A  
 State Project No. N/A  
 Delta Project No. 15054

Date: March 20, 2015

<b>Delta Costs - Design &amp; Bidding</b>	
<b>Basic Services</b>	
Schematic Design Phase (SD)	\$1,600
Design Development Phase (DD)	\$1,600
Construction Document Phase (CD)	\$7,200
Bidding Phase Services (BD)	\$3,400
Subtotal:	\$13,800
<b>Special Services</b>	
Project Administration	\$2,700
Subtotal:	\$2,700
<b>Lump Sum:</b>	<b>\$16,500</b>

## 2015 FEE SCHEDULE

Delta Airport Consultants, Inc.

Date: May 08, 2014

Item	2015
<b>Work Hours Billing Rates (with overhead)</b>	
Principal	<b>\$221</b>
Project Manager/Registered Professional	<b>\$188</b>
Design Professional (Engineer/Planner)	<b>\$119</b>
Project Production/Administration	<b>\$94</b>
Clerical	<b>\$44</b>
Field Representative	<b>\$86</b>
 <b>Direct Nonsalary Expenses</b>	
Automobile (per mile)	Federal Gov. guidelines
Aircraft (per mile)	Federal Gov. guidelines
Per Diem - Resident Project Rep	Federal Gov. guidelines
Long term - meals & lodging (per cal day)	
Airline, Rental Car, Charter, etc.	Direct
Printing	Direct
Bid Advertisement	Direct
Meals, Lodging, etc. (short term)	Direct
Miscellaneous	Direct
 <b>Subcontracted Services</b>	 Direct
 <b>Delta Profit</b>	 Fixed Fee

### Notes:

1. Billing rates for future years will be increased by 3% annually.
2. Billing rates based on estimated 2015 salaries (i.e.: 2014 salaries plus 3% inflation).
3. Work hour rates include labor overhead, general & administrative overhead per FAA AC 150/5100-14D, paragraph 4-9



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## **MEMORANDUM**

TO: Members of the Airport Authority

FROM: Michael A. Reisman, A.A.E.  
Deputy Executive Director, Development and Operations

DATE: April 10, 2015

### **ITEM DESCRIPTION – New Business Item C**

Approve Consultant Scope of Services No. 4 with Delta Airport Consultants, Inc.

### **BACKGROUND**

The Authority entered into an Agreement for Professional Consulting Services with Delta Airport Consultants, Inc. (Delta) on October 14, 2013. Scope of Services No. 4 includes the design and bidding phase services required to establish up to two remote automobile parking lots on the airport property. Presently, the airport is experiencing periods during the course of the year during which public parking is close to being maxed out, with all long term parking lots full. Continued and expected growth in the market has resulted in the forecast that beginning in the fourth quarter of the calendar year, demand for long term parking will exceed available supply at the airport.

The Authority is presently considering the need to proceed with the design and construction of a parking garage, as planned in the Airport's Master Plan, to address long term needs. The timeline required to accomplish this requires staff to address the upcoming shortfall on a much more aggressive schedule. Temporary remote parking lots will be designed and constructed at up to two locations on existing airport property that can be served by shuttle vans. In order for these lots to be ready for use when the demand requires, it is necessary to undertake the process of design now, with bidding and construction to follow.

### **ISSUES**

If the Authority takes no action in the immediate future, demand for parking will exceed supply by the end of the current calendar year, causing significant difficulties for the travelling public, and the loss of potential parking revenue for the airport.

New Business – Item C





**ALTERNATIVES**

None.

**FISCAL IMPACT**

The total not to exceed cost for engineering services associated with this action is \$41,500.00. Of this amount, \$26,500.00 will be paid from the existing Professional Services line item budget of the Development Department. The remaining \$15,000 requires a Budget Amendment included below. Additional cost for construction of the parking lots will be brought back to the Board at a later date for approval action.

**RECOMMENDED ACTION**

It is respectfully requested that the Greater Asheville Regional Airport Authority Board resolve to (1) approve Consultant Scope of Services No. 4 with Delta Airport Consultants, Inc. with a not to exceed cost of \$41,500.00; (2) authorize the Executive Director to execute the necessary documents; and, (3) to amend the FY14/15 Budget by adopting the following budget ordinance amendment:

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, 2015:

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

**EXPENDITURES:**

	<u>Decrease</u>	<u>Increase</u>
Professional Services	\$0	\$15,000
Totals	<u>\$0</u>	<u>\$15,000</u>

This will result in a net increase of \$15,000 in the appropriations. To provide the additional revenue for the above, revenues will be revised as follows:



**REVENUES:**

	<u>Decrease</u>	<u>Increase</u>
Transfer from GARAA		
Cash/Investments	\$0	\$15,000
Totals	<u>\$0</u>	<u>\$15,000</u>

**Section 2.** Copies of this budget amendment shall be furnished to the Secretary of the Greater Asheville Regional Airport Authority, who for purposes of this ordinance, is designated as the Clerk to the Greater Asheville Regional Airport Authority, and to the Budget Officer and to the Finance Officer for their direction.

Adopted this 10<sup>th</sup> day of April, 2015.

\_\_\_\_\_  
Robert C. Roberts, Chair

Attested by:

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



March 30, 2015

Mr. Michael Reisman, A.A.E.  
Deputy Executive Director  
Greater Asheville Regional Airport Authority  
61 Terminal Drive, Suite 1  
Fletcher, North Carolina 28732

**Subject: Revised Consultant Scope of Services No. Four (4)**  
Construct Remote Automobile Parking Lots  
Asheville Regional Airport  
Asheville, North Carolina

Dear Mr. Reisman:

Please find enclosed three (3) executed copies of the revised Consultant Scope of Services No. Four (4) for Engineering Services between the Greater Asheville Regional Airport Authority and Delta Airport Consultants, Inc. for the above referenced project. The attachment was revised to include our 2015 Fee Schedule and Exhibit to identify the location of the proposed parking lots. The Consultant Scope of Services provides design and bidding phase services for the Construct Remote Automobile Parking Lot project.

The total lump sum fee for the design and bidding phases is \$41,500.00.

Upon execution by the Authority, please forward one (1) copy of the executed agreement to this office for our files.

We appreciated this opportunity to be of continued service to the Authority and the Asheville Regional Airport. If you should have any questions concerning this matter, please do not hesitate to contact our office.

Sincerely,

**Kenneth W. Moody, P.E., C.M.**  
**Vice President**

Enclosures: Consultant Scope of Services No. Four (4) – Three (3) copies

cc: Angela Jackson, Delta Airport Consultants, Inc.

Reference: Delta Project No. 15055

1805 SARDIS RD. NORTH, SUITE 101, CHARLOTTE, NC 28270

P. (704) 521-9101 F. (704) 521-9109 [WWW.DELTAIRPORT.COM](http://WWW.DELTAIRPORT.COM)

**Consultant Scope of Services No. Four (4)**

**Asheville Regional Airport Authority**

Scope of Services for Professional Consulting Services, as referenced in the Professional Consulting Agreement between the Greater Asheville Regional Airport Authority and Delta Airport Consultants, Inc., dated October 14, 2013.

Project: Remote Automobile Parking Lots

Scope of Services: Delta Airport Consultants, Inc. is to provide design and bidding phase services for construction of remote parking lot facilities. The design phase includes the ground surveys, field investigations of existing conditions, grading and drainage design, parking lot lighting and signage design for approximately 6,000 sy of automobile parking surface at the locations shown on the attached Exhibit.

Consultant: Delta Airport Consultants, Inc.

Schedule: Design Phase Services - 60 Calendar Days

Project Budget: Design and Bidding - \$41,500.00 (Lump Sum)

Fees: See attached "Fee Summary"

**Authority:**

Greater Asheville Regional Airport Authority

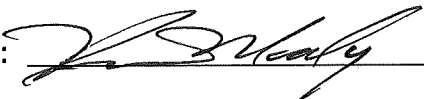
By: \_\_\_\_\_

Lew Bleiweis, A.A.E.  
Executive Director

Date: \_\_\_\_\_

**Consultant:**

Delta Airport Consultants, Inc.

By:  \_\_\_\_\_

Kenneth W. Moody, P.E., C.M.  
Vice President

Date: 2/30/2015

This instrument has been pre-audited in the manner required by local government and fiscal control.

\_\_\_\_\_  
Finance Manager

**ATTACHMENT CSS 4-1  
FEE SUMMARY**

**Design and Bidding Phase Services**

Project Title: Construct Remote Automobile Parking Lots  
 Airport Name: Asheville Regional Airport  
 Airport Location: Fletcher, North Carolina

Delta Airport Consultants, Inc.

AIP Project No. N/A  
 State Project No. N/A  
 Delta Project No. 15055

Date: March 20, 2015

<b>Delta Costs - Design &amp; Bidding</b>	
<b>Basic Services</b>	
Schematic Design Phase (SD)	\$4,600
Design Development Phase (DD)	\$4,500
Construction Document Phase (CD)	\$19,400
Bidding Phase Services (BD)	\$7,100
Subtotal:	\$35,600
<b>Special Services</b>	
Project Administration	\$5,900
Subtotal:	\$5,900
<b>Lump Sum:</b>	<b>\$41,500</b>

## 2015 FEE SCHEDULE

Delta Airport Consultants, Inc.

Date: May 08, 2014

Item	2015
<b>Work Hours Billing Rates (with overhead)</b>	
Principal	<b>\$221</b>
Project Manager/Registered Professional	<b>\$188</b>
Design Professional (Engineer/Planner)	<b>\$119</b>
Project Production/Administration	<b>\$94</b>
Clerical	<b>\$44</b>
Field Representative	<b>\$86</b>
 <b>Direct Nonsalary Expenses</b>	
Automobile (per mile)	Federal Gov. guidelines
Aircraft (per mile)	Federal Gov. guidelines
Per Diem - Resident Project Rep	Federal Gov. guidelines
Long term - meals & lodging (per cal day)	
Airline, Rental Car, Charter, etc.	Direct
Printing	Direct
Bid Advertisement	Direct
Meals, Lodging, etc. (short term)	Direct
Miscellaneous	Direct
 <b>Subcontracted Services</b>	 Direct
 <b>Delta Profit</b>	 Fixed Fee

### Notes:

1. Billing rates for future years will be increased by 3% annually.
2. Billing rates based on estimated 2015 salaries (i.e.: 2014 salaries plus 3% inflation).
3. Work hour rates include labor overhead, general & administrative overhead per FAA AC 150/5100-14D, paragraph 4-9



**Proposed Parking Lot Sites**  
Asheville Regional Airport  
March 2015





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## MEMORANDUM

TO: Members of the Airport Authority

FROM: Suzie Baker, Director of Administration

DATE: April 10, 2015

### ITEM DESCRIPTION – New Business Item D

Approval of Insurance Renewals

### BACKGROUND

#### Health Insurances

Staff went to market for the health insurance renewal with several insurance companies. Attached is a spreadsheet comparing the incumbent to other options. While United Health Care (UHC) presented a viable option at a lower premium, we are reluctant to accept their quote due to several of the following reasons. UHC has a history of giving a very low quote, however, they then require all employees to complete a health application for themselves and their spouse. When these applications show any health conditions, the quote will be revised at a higher cost. Also, UHC has a history of quoting low the first year to obtain business and coming in the second year with a much higher quote.

CIGNA has provided the Authority's employees with medical insurance coverage for the past four years. The renewal trend has been very good the past few years and this is due to the plan structure that limits our large claims to a \$25,000 liability. The level funded plan allows us to see our claim history and help to tailor our Wellness Program to meet the needs of our employees. CIGNA quoted a 4.9% increase in rates. With FY2015/2016's employee and retiree headcounts, total premiums will approximate at \$814,000. Offset by employee contributions of \$67,000, the Authority's net cost for medical insurance will be approximately \$747,000.

Dental insurance has been provided by Ameritas Group this past year. After shopping several dental providers, our broker recommended staying with Ameritas due to level of benefits and cost. Ameritas quoted a flat renewal, so we will have a 0% increase in rates. With FY2015/2016's employee headcount, total premiums will approximate \$45,480.





Offset by employee contributions of \$4,818, the Authority's net cost for dental insurance will be approximately \$40,662.

Mutual of Omaha has provided benefits for life insurance and accidental death & dismemberment for the past year. Mutual of Omaha has a two-year locked rate. This will be our last year of the locked-in rate. With FY2015/2016's employee headcount, total premiums will approximate \$10,584.

Lincoln Financial Group has provided coverage for short-term and long-term disability for the past four years. Lincoln provided four year rates and this is the last year of locked-in rates. Our brokers shopped several different carriers, including our current carrier, Lincoln. Mutual of Omaha came in at a lower quote with similar benefits. With FY2015/2016's employee headcount, total premiums will approximate \$22,197, compared to \$17,100 for FY 2014/2015.

### **Business Insurances**

Our brokers shopped our business insurances, and the best quotes were with our current carriers. Aviation Risk Consulting will place our property with Public Entity Property Insurance Program at an estimated premium of \$44,000, general liability with ACE USA at an estimated premium of \$36,000, auto with American Southern Insurance at an estimated premium of \$23,000, and commercial crime with AIG at an estimated premium of \$1,000, for an estimated total cost of \$104,000. Aviation Risk Consulting will also place our worker's compensation insurance through Companion at an estimated premium of \$77,000. BB&T will place our public officials at an estimated premium of \$28,000, law enforcement and employment practices liability at an estimated premium of \$16,500. Both will be placed with Darwin National Assurance for an estimated total cost of \$44,500. Our total estimated FY2015/2016 business insurance cost is \$225,500.

### **ISSUES**

Because time is of the essence for the renewal process, the Director needs to execute the necessary renewal documents to prepare for open enrollment for health insurances for Authority employees.

### **ALTERNATIVES**

Brokers presented other alternatives as shown on the attached sheet. The Board could decide to change insurance carriers to lower health insurance expenses.



## **FISCAL IMPACT**

The costs for the health and business insurance coverages outlined above were provided for in the Authority's FY2015/2016 budget. Spreadsheets comparing the quoted actual costs to the FY2015/2016 budget amounts and to the prior year's actual costs are provided.

## **RECOMMENDED ACTION**

It is respectfully requested that the Greater Asheville Regional Airport Authority Board resolve to (1) approve the renewal of Authority's insurance coverages as outlined above, and (2) authorize the Executive Director to execute the necessary documents.



## **MEMORANDUM**

TO: Members of the Airport Authority

FROM: Suzie Baker, Director of Administration

DATE: April 10, 2015

### **ITEM DESCRIPTION – New Business Item E**

Approval of Amended Pay Grade Structure

### **BACKGROUND**

To ensure the Authority is attracting and retaining top performing employees, staff collaborated with three other airports in the region to complete a regional airport salary survey. The last salary survey for the Authority was completed April 15, 2011. The current salary survey includes 28 airports that are most like AVL in enplanements and size, local business, local county and city governments and includes a comprehensive salary survey from Airport Council International – North America (ACI). The proposed budget was presented and accepted at the Authority Board Meeting on March 13, 2015. This proposed FY 2015-2016 budget includes any necessary salary adjustments that resulted from the salary survey. A recommended revised Pay Grade Structure will be presented at the Board meeting. Staff will monitor financial conditions and the aviation industry before making final recommendations for the July 1, 2015 implementation.

### **ISSUES**

The amended Pay Grade Structure will ensure that the Authority's salary adjustments are maintained at a competitive level. This will allow the Authority to attract, motivate and retain key talent to serve the Authority's business needs.

### **ALTERNATIVES**

The Authority Board could decide not to approve the proposed Pay Grade Structure.



## **FISCAL IMPACT**

The salary adjustment will affect nine to ten employees in pay grades eight, six, five, three and one. The expense for these adjustments will not surpass the \$30,000 that is included in the proposed FY2015-2016 budget, which is scheduled to be approved at the April 10, 2015 Board meeting. There are also changes in all other pay grades, either in the minimum or maximum range, however, these changes have no effect on employees' current salary. The Amended Pay Grade Structure is the tool to ensure that pay levels for Authority positions are competitive externally and equitable internally. This will be an ongoing budget commitment for the Authority.

## **RECOMMENDED ACTION**

It is respectfully requested that the Greater Asheville Regional Airport Authority Board resolve to (1) approve the amended Pay Grade Structure; and (2) authorize the Executive Director to implement such changes effective July 1, 2015.



## **MEMORANDUM**

TO: Members of the Airport Authority  
FROM: Lew Bleiweis, A.A.E., Executive Director  
DATE: April 10, 2015

### **ITEM DESCRIPTION – Information Section Item A**

February, 2015 Traffic Report – Asheville Regional Airport

### **SUMMARY**

February 2015 overall passenger traffic numbers were up 12.8% compared to the same period last year. Passenger traffic numbers reflect a 14.2% increase in passenger enplanements from February 2014. Enplanements for Fiscal Year to Date total 263,394 which is a 10.7% increase over the same period last year.

### **AIRLINE PERFORMANCE**

Allegiant Airlines: Year over Year passenger enplanements for Allegiant in February 2015 were up by 48.1%. There were no flight cancellations for the month.

Delta Airlines: Delta's February 2015 enplanements increased by 13.4% compared to February 2014. There were four (4) flight cancellations for the month.

United Airlines: In February 2015, United Airlines saw a decrease in enplanements by 6.2% over the same period last year. There were no flight cancellations for the month.

US Airways: US Airways' February 2015 passenger enplanements represent a 2.0% decrease over the same period last year. There were nineteen (19) flight cancellations for the month.

# Monthly Traffic Report

## Asheville Regional Airport

### February 2015



Category	Feb 2015	Feb 2014	Percentage Change	*CYTD-2015	*CYTD-2014	Percentage Change	*MOV12-2015	*MOV12-2014	Percentage Change
<b>Passenger Traffic</b>									
Enplaned	21,755	19,051	14.2%	46,463	41,242	12.7%	383,345	343,722	11.5%
Deplaned	<u>21,660</u>	<u>19,428</u>	11.5%	<u>45,506</u>	<u>40,805</u>	11.5%	<u>383,002</u>	<u>344,138</u>	11.3%
<b>Total</b>	<b>43,415</b>	<b>38,479</b>	<b>12.8%</b>	<b>91,969</b>	<b>82,047</b>	<b>12.1%</b>	<b>766,347</b>	<b>687,860</b>	<b>11.4%</b>
<b>Aircraft Operations</b>									
Airlines	364	257	41.6%	789	579	36.3%	5,978	4,988	19.8%
Commuter /Air Taxi	<u>499</u>	<u>640</u>	-22.0%	1,088	1,340	-18.8%	10,033	11,849	-15.3%
<b>Subtotal</b>	<u>863</u>	<u>897</u>	-3.8%	<u>1,877</u>	<u>1,919</u>	-2.2%	<u>16,011</u>	<u>16,837</u>	-4.9%
General Aviation	2,215	2,820	-21.5%	4,648	5,764	-19.4%	44,798	42,473	5.5%
Military	<u>499</u>	<u>424</u>	17.7%	<u>844</u>	<u>882</u>	-4.3%	<u>6,855</u>	<u>4,871</u>	40.7%
<b>Subtotal</b>	<u>2,714</u>	<u>3,244</u>	-16.3%	<u>5,492</u>	<u>6,646</u>	-17.4%	<u>51,653</u>	<u>47,344</u>	9.1%
<b>Total</b>	<b>3,577</b>	<b>4,141</b>	<b>-13.6%</b>	<b>7,369</b>	<b>8,565</b>	<b>-14.0%</b>	<b>67,664</b>	<b>64,181</b>	<b>5.4%</b>
<b>Fuel Gallons</b>									
100LL	8,077	7,997	1.0%	16,631	21,521	-22.7%	147,251	160,140	-8.0%
Jet A (GA)	44,889	60,006	-25.2%	97,617	119,997	-18.7%	1,198,778	1,118,173	7.2%
<b>Subtotal</b>	<u>52,966</u>	<u>68,003</u>	-22.1%	<u>114,248</u>	<u>141,518</u>	-19.3%	<u>1,346,029</u>	<u>1,278,313</u>	5.3%
Jet A (A/L)	<u>105,161</u>	<u>112,554</u>	-6.6%	<u>262,583</u>	<u>278,160</u>	-5.6%	<u>2,467,729</u>	<u>2,425,844</u>	1.7%
<b>Total</b>	<b>158,127</b>	<b>180,557</b>	<b>-12.4%</b>	<b>376,831</b>	<b>419,678</b>	<b>-10.2%</b>	<b>3,813,758</b>	<b>3,704,157</b>	<b>3.0%</b>

\*CYTD = Calendar Year to Date and \*Mov12 = Moving Twelve Months.

Friday, March 20, 2015

# Airline Enplanements, Seats, and Load Factors

## Asheville Regional Airport

February 2015



	Feb 2015	Feb 2014	Percentage Change	*CYTD-2015	*CYTD-2014	Percentage Change
<b>Allegiant Air</b>						
Enplanements	5,893	3,979	48.1%	12,761	8,609	48.2%
Seats	6,893	4,814	43.2%	15,114	10,646	42.0%
Load Factor	85.5%	82.7%	3.4%	84.4%	80.9%	4.4%
<b>Delta Air Lines</b>						
Enplanements	8,381	7,388	13.4%	17,311	15,664	10.5%
Seats	11,451	10,676	7.3%	24,582	22,613	8.7%
Load Factor	73.2%	69.2%	5.8%	70.4%	69.3%	1.7%
<b>United Airlines</b>						
Enplanements	1,023	1,091	-6.2%	2,710	2,358	14.9%
Seats	1,250	1,500	-16.7%	3,150	3,200	-1.6%
Load Factor	81.8%	72.7%	12.5%	86.0%	73.7%	16.8%
<b>US Airways</b>						
Enplanements	6,458	6,593	-2.0%	13,681	14,611	-6.4%
Seats	9,167	9,520	-3.7%	20,422	21,860	-6.6%
Load Factor	70.4%	69.3%	1.7%	67.0%	66.8%	0.2%
<b>Totals</b>						
Enplanements	21,755	19,051	14.2%	46,463	41,242	12.7%
Seats	28,761	26,510	8.5%	63,268	58,319	8.5%
Load Factor	75.6%	71.9%	5.3%	73.4%	70.7%	3.8%

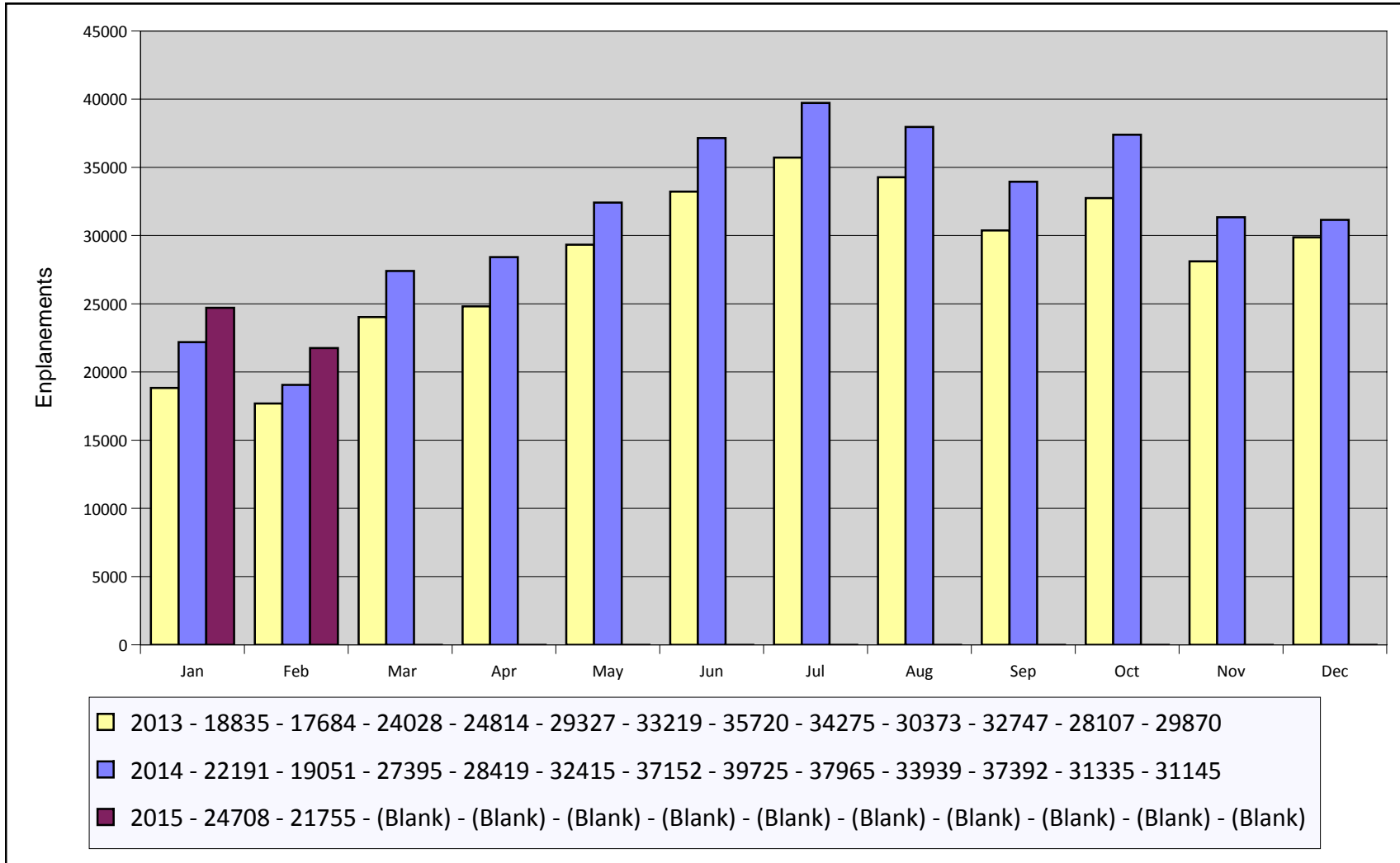
# Airline Flight Completions Asheville Regional Airport February 2015



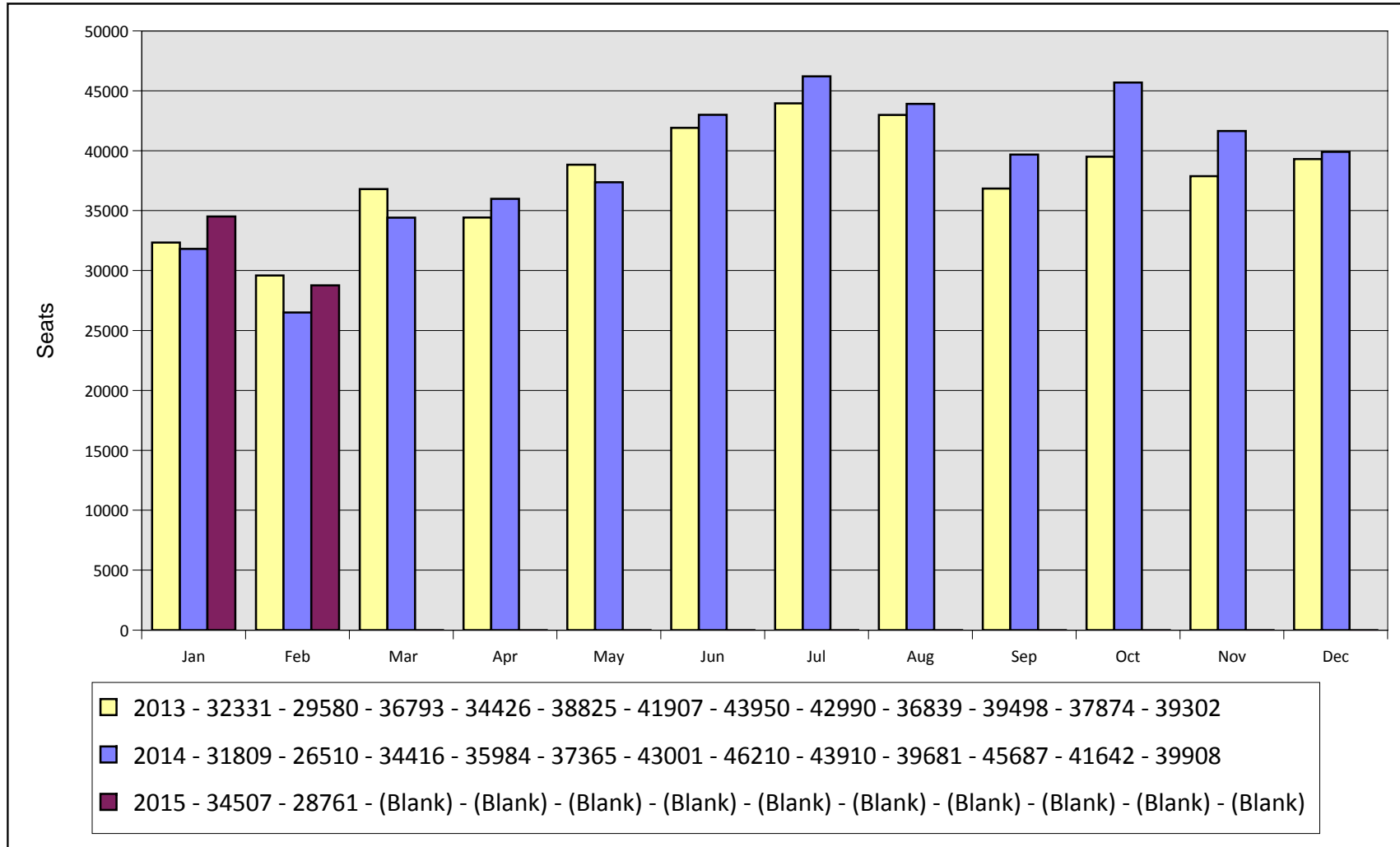
Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Percentage of Completed
			Mechanical	Weather	Other		
Allegiant Air	40	0	0	0	0	0	100.0%
Delta Air Lines	152	0	1	3	0	4	97.4%
United Airlines	25	0	0	0	0	0	100.0%
US Airways	183	0	6	13	0	19	89.6%
<b>Total</b>	400	0	7	16	0	23	94.3%



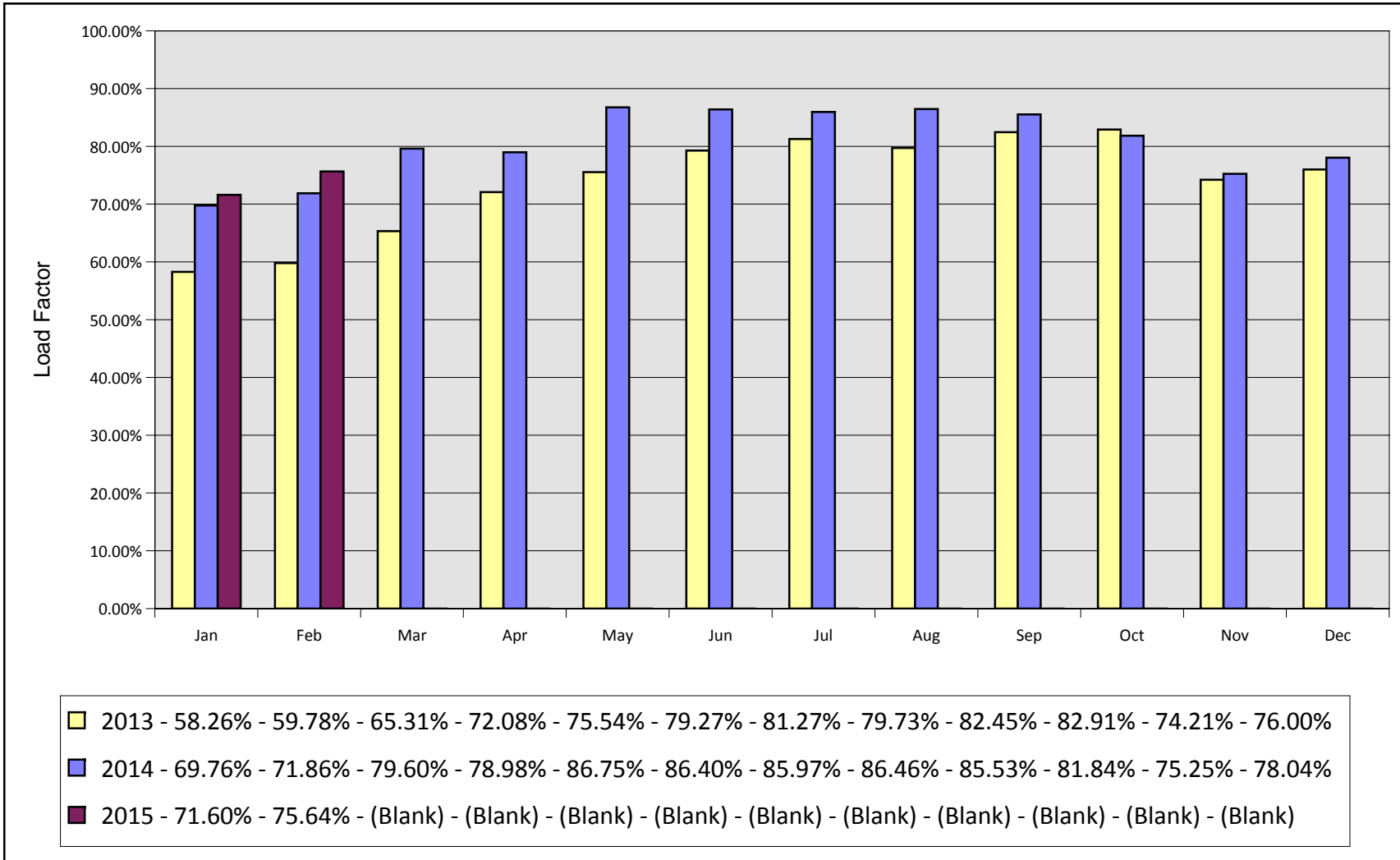
# Monthly Enplanements By Year Asheville Regional Airport



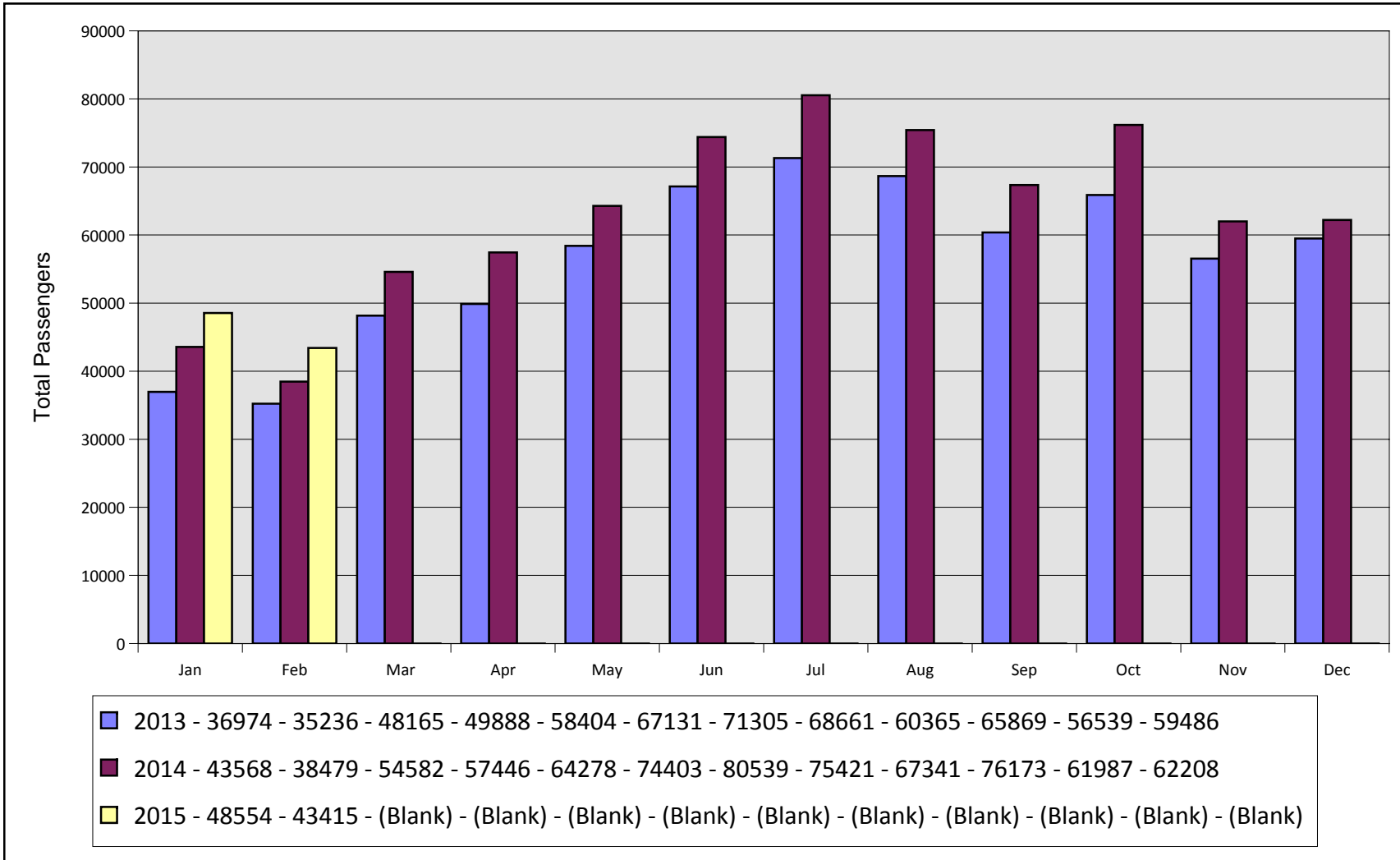
# Monthly Seats By Year Asheville Regional Airport



# Monthly Load Factors By Year Asheville Regional Airport

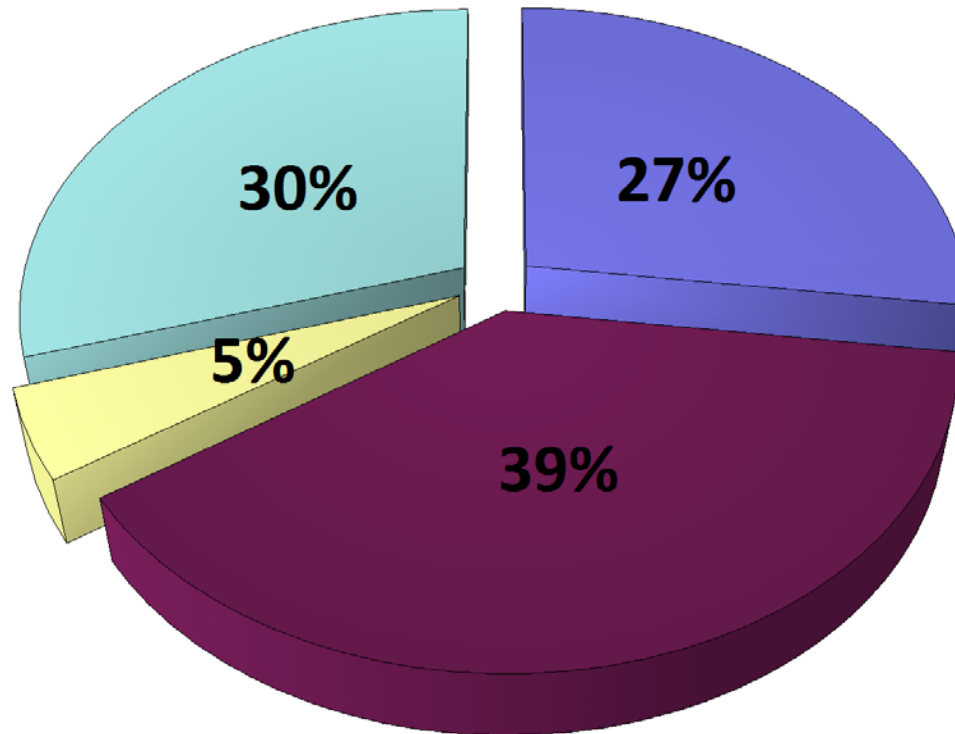


# Total Monthly Passengers By Year Asheville Regional Airport

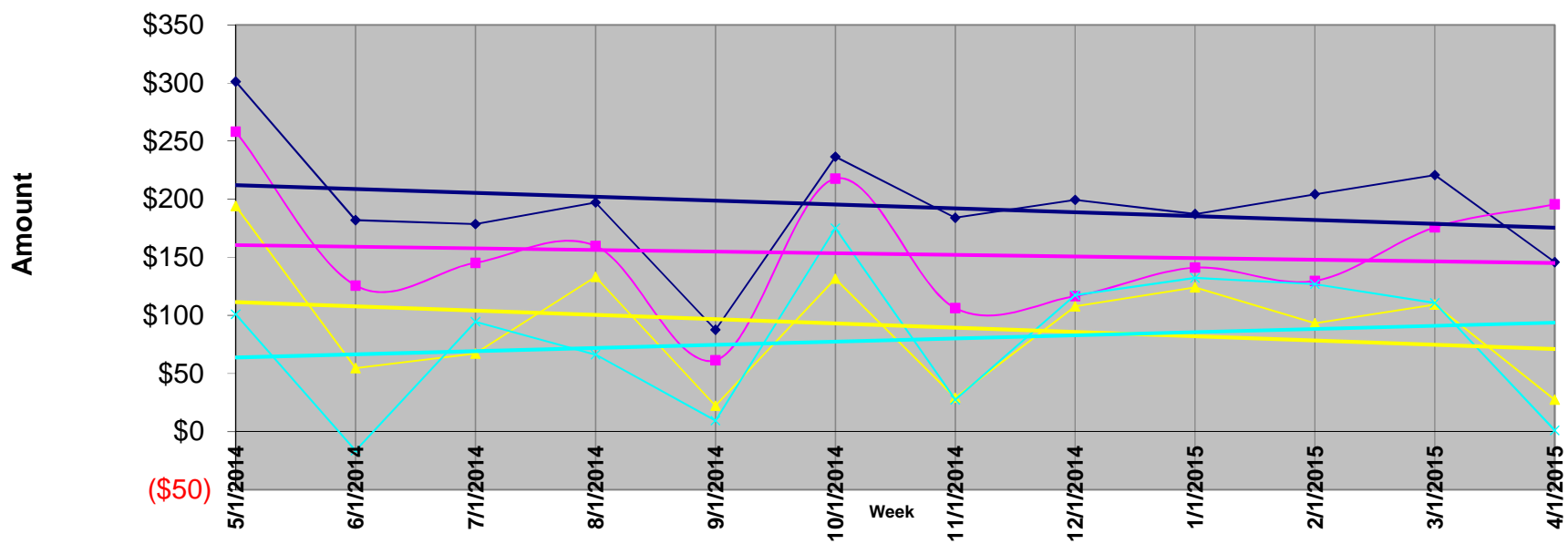


# Airline Market Share Analysis (Enplanements) Asheville Regional Airport

Report Period From February 2015 Through February 2015



## AVL Average Airfare Differences 21 Day Advance Purchase, 3 Day Stay



◆ ATL     
 ■ CLT     
 ▲ GSP     
 ✦ TRI     
 — Linear (ATL)     
 — Linear (CLT)     
 — Linear (GSP)     
 — Linear (TRI)

**Asheville Regional Airport**  
**Sample airfares as of 4/1/15**  
**21 Day Advance Purchase, 3 day Stay**

							<u>Difference in Fares</u>				
		<u>ASHEVILLE</u>	<u>ATLANTA</u>	<u>CHARLOTTE</u>	<u>GREENVILLE</u>	<u>TRI-CITIES</u>	<u>ATLANTA</u>	<u>CHARLOTTE</u>	<u>GREENVILLE</u>	<u>TRI-CITIES</u>	
ABQ	Albuquerque	\$497	\$375	\$385	\$450	\$485	\$122	\$112	\$47	\$12	
ATL	Atlanta	\$320		\$352	\$316	\$387	\$320	(\$32)	\$4	(\$67)	
AUS	Austin	\$540	\$263	\$396	\$382	\$515	\$277	\$144	\$158	\$25	
BWI	Baltimore	\$327	\$258	\$189	\$232	\$278	\$69	\$138	\$95	\$49	
BOS	Boston	\$614	\$452	\$372	\$570	\$583	\$162	\$242	\$44	\$31	
ORD	Chicago	\$311	\$184	\$271	\$318	\$298	\$127	\$40	(\$7)	\$13	
CVG	Cincinnati	\$331	\$308	\$330	\$424	\$493	\$23	\$1	(\$93)	(\$162)	
CLE	Cleveland	\$303	\$174	\$213	\$366	\$278	\$129	\$90	(\$63)	\$25	
DFW	Dallas	\$385	\$186	\$320	\$298	\$335	\$199	\$65	\$87	\$50	
DEN	Denver	\$460	\$184	\$450	\$416	\$364	\$276	\$10	\$44	\$96	
DTW	Detroit	\$407	\$258	\$394	\$358	\$375	\$149	\$13	\$49	\$32	
FLL	Fort Lauderdale	\$389	\$232	\$306	\$328	\$429	\$157	\$83	\$61	(\$40)	
RSW	Ft. Myers	\$391	\$232	\$309	\$377	\$377	\$159	\$82	\$14	\$14	
BDL	Hartford	\$566	\$382	\$452	\$676	\$707	\$184	\$114	(\$110)	(\$141)	
IAH	Houston	\$471	\$258	\$365	\$323	\$279	\$213	\$106	\$148	\$192	
IND	Indianapolis	\$434	\$114	\$213	\$330	\$353	\$320	\$221	\$104	\$81	
JAX	Jacksonville	\$504	\$225	\$259	\$412	\$439	\$279	\$245	\$92	\$65	
MCI	Kansas City	\$451	\$260	\$319	\$322	\$320	\$191	\$132	\$129	\$131	
LAS	Las Vegas	\$857	\$572	\$590	\$699	\$694	\$285	\$267	\$158	\$163	
LAX	Los Angeles	\$515	\$305	\$498	\$499	\$515	\$210	\$17	\$16	\$0	
MHT	Manchester	\$658	\$501	\$465	\$580	\$689	\$157	\$193	\$78	(\$31)	
MEM	Memphis	\$366	\$382	\$239	\$351	\$323	(\$16)	\$127	\$15	\$43	
MIA	Miami	\$391	\$268	\$366	\$441	\$508	\$123	\$25	(\$50)	(\$117)	
MKE	Milwaukee	\$400	\$258	\$281	\$307	\$320	\$142	\$119	\$93	\$80	
MSP	Minneapolis/Saint Paul	\$449	\$290	\$422	\$375	\$448	\$159	\$27	\$74	\$1	
BNA	Nashville	\$518	\$424	\$415	\$494	\$537	\$94	\$103	\$24	(\$19)	
MSY	New Orleans	\$562	\$443	\$531	\$616	\$630	\$119	\$31	(\$54)	(\$68)	

LGA	New York	\$378	\$307	\$234	\$352	\$397	\$71	\$144	\$26	(\$19)
EWR	Newark	\$383	\$350	\$299	\$322	\$367	\$33	\$84	\$61	\$16
MCO	Orlando	\$345	\$214	\$366	\$384	\$450	\$131	(\$21)	(\$39)	(\$105)
PHL	Philadelphia	\$347	\$173	\$102	\$326	\$278	\$174	\$245	\$21	\$69
PHX	Phoenix	\$455	\$360	\$461	\$487	\$539	\$95	(\$6)	(\$32)	(\$84)
PIT	Pittsburgh	\$347	\$258	\$251	\$332	\$318	\$89	\$96	\$15	\$29
PDX	Portland	\$486	\$437	\$470	\$532	\$659	\$49	\$16	(\$46)	(\$173)
PVD	Providence	\$586	\$557	\$504	\$677	\$533	\$29	\$82	(\$91)	\$53
RDU	Raleigh/Durham	\$454	\$230	\$286	\$372	\$471	\$224	\$168	\$82	(\$17)
RIC	Richmond	\$367	\$225	\$330	\$284	\$338	\$142	\$37	\$83	\$29
STL	Saint Louis	\$372	\$225	\$267	\$348	\$328	\$147	\$105	\$24	\$44
SLC	Salt Lake City	\$486	\$320	\$429	\$458	\$505	\$166	\$57	\$28	(\$19)
SAT	San Antonio	\$553	\$343	\$345	\$560	\$484	\$210	\$208	(\$7)	\$69
SAN	San Diego	\$560	\$398	\$527	\$644	\$696	\$162	\$33	(\$84)	(\$136)
SFO	San Francisco	\$589	\$364	\$488	\$450	\$530	\$225	\$101	\$139	\$59
SRQ	Sarasota/Bradenton	\$361	\$238	\$257	\$408	\$395	\$123	\$104	(\$47)	(\$34)
SEA	Seattle	\$501	\$406	\$532	\$528	\$705	\$95	(\$31)	(\$27)	(\$204)
SYR	Syracuse	\$408	\$408	\$325	\$424	\$409	\$0	\$83	(\$16)	(\$1)
TPA	Tampa	\$341	\$232	\$325	\$386	\$390	\$109	\$16	(\$45)	(\$49)
YYZ	Toronto	\$443	\$519	\$444	\$533	\$573	(\$76)	(\$1)	(\$90)	(\$130)
DCA	Washington DC	\$379	\$258	\$177	\$254	\$278	\$121	\$202	\$125	\$101
IAD	Washington DC	\$376	\$193	\$177	\$254	\$278	\$183	\$199	\$122	\$98
PBI	West Palm Beach	\$391	\$232	\$271	\$377	\$394	\$159	\$120	\$14	(\$3)

\*These sample airfares were available 4/1/15, based on a 21 day advance purchase and a 3 day stay. Other restrictions may apply. To obtain the most up-to-date pricing information for your travel needs, please contact your travel agent or visit specific airline or airline booking websites. Airfares are subject to change without notice - and lower airfares are often not available on all dates. Please see our "Low Fares" section on our web site for any last minute airfare specials.

\$146      \$95      \$27      \$1

**Average Fare difference**

**Blue highlighted numbers represent fare differentials in excess of \$35 for GSP, \$70 for CLT, \$100 for ATL, and \$35 for TRI.**



**Asheville Regional Airport**  
**Sample airfares as of 4/1/15**  
**0 Day Advance Purchase, 3 day Stay**

							<u>Difference in Fares</u>				
		<u>ASHEVILLE</u>	<u>ATLANTA</u>	<u>CHARLOTTE</u>	<u>GREENVILLE</u>	<u>TRI-CITIES</u>	<u>ATLANTA</u>	<u>CHARLOTTE</u>	<u>GREENVILLE</u>	<u>TRI-CITIES</u>	
ABQ	Albuquerque	\$901	\$473	\$611	\$968	\$875	\$428	\$290	(\$67)	\$26	
ATL	Atlanta	\$404		\$728	\$400	\$567	\$404	(\$324)	\$4	(\$163)	
AUS	Austin	\$708	\$597	\$753	\$900	\$648	\$111	(\$45)	(\$192)	\$60	
BWI	Baltimore	\$617	\$421	\$309	\$300	\$501	\$196	\$308	\$317	\$116	
BOS	Boston	\$708	\$542	\$297	\$702	\$851	\$166	\$411	\$6	(\$143)	
ORD	Chicago	\$400	\$538	\$427	\$378	\$503	(\$138)	(\$27)	\$22	(\$103)	
CVG	Cincinnati	\$505	\$466	\$495	\$724	\$736	\$39	\$10	(\$219)	(\$231)	
CLE	Cleveland	\$436	\$533	\$439	\$566	\$568	(\$97)	(\$3)	(\$130)	(\$132)	
DFW	Dallas	\$543	\$579	\$539	\$298	\$598	(\$36)	\$4	\$245	(\$55)	
DEN	Denver	\$969	\$347	\$917	\$860	\$779	\$622	\$52	\$109	\$190	
DTW	Detroit	\$842	\$466	\$557	\$454	\$566	\$376	\$285	\$388	\$276	
FLL	Fort Lauderdale	\$849	\$496	\$459	\$901	\$1,195	\$353	\$390	(\$52)	(\$346)	
RSW	Ft. Myers	\$678	\$394	\$475	\$682	\$598	\$284	\$203	(\$4)	\$80	
BDL	Hartford	\$674	\$611	\$503	\$647	\$930	\$63	\$171	\$27	(\$256)	
IAH	Houston	\$703	\$463	\$541	\$482	\$650	\$240	\$162	\$221	\$53	
IND	Indianapolis	\$894	\$316	\$439	\$566	\$526	\$578	\$455	\$328	\$368	
JAX	Jacksonville	\$894	\$396	\$543	\$818	\$526	\$498	\$351	\$76	\$368	
MCI	Kansas City	\$995	\$466	\$459	\$760	\$570	\$529	\$536	\$235	\$425	
LAS	Las Vegas	\$903	\$729	\$673	\$938	\$839	\$174	\$230	(\$35)	\$64	
LAX	Los Angeles	\$964	\$757	\$933	\$1,007	\$1,153	\$207	\$31	(\$43)	(\$189)	
MHT	Manchester	\$708	\$602	\$327	\$702	\$570	\$106	\$381	\$6	\$138	
MEM	Memphis	\$614	\$552	\$441	\$740	\$471	\$62	\$173	(\$126)	\$143	
MIA	Miami	\$718	\$522	\$703	\$632	\$755	\$196	\$15	\$86	(\$37)	
MKE	Milwaukee	\$921	\$394	\$331	\$670	\$685	\$527	\$590	\$251	\$236	
MSP	Minneapolis/Saint Paul	\$969	\$541	\$776	\$858	\$915	\$428	\$193	\$111	\$54	
BNA	Nashville	\$515	\$765	\$692	\$648	\$524	(\$250)	(\$177)	(\$133)	(\$9)	
MSY	New Orleans	\$678	\$483	\$459	\$680	\$568	\$195	\$219	(\$2)	\$110	

LGA	New York	\$680	\$802	\$412	\$343	\$648	(\$122)	\$268	\$337	\$32
EWR	Newark	\$585	\$577	\$443	\$408	\$960	\$8	\$142	\$177	(\$375)
MCO	Orlando	\$617	\$513	\$523	\$890	\$650	\$104	\$94	(\$273)	(\$33)
PHL	Philadelphia	\$482	\$432	\$112	\$425	\$748	\$50	\$370	\$57	(\$266)
PHX	Phoenix	\$892	\$661	\$997	\$931	\$692	\$231	(\$105)	(\$39)	\$200
PIT	Pittsburgh	\$613	\$463	\$441	\$581	\$566	\$150	\$172	\$32	\$47
PDX	Portland	\$1,217	\$829	\$654	\$1,038	\$1,374	\$388	\$563	\$179	(\$157)
PVD	Providence	\$711	\$629	\$389	\$712	\$930	\$82	\$322	(\$1)	(\$219)
RDU	Raleigh/Durham	\$724	\$394	\$592	\$722	\$621	\$330	\$132	\$2	\$103
RIC	Richmond	\$617	\$394	\$489	\$724	\$526	\$223	\$128	(\$107)	\$91
STL	Saint Louis	\$617	\$394	\$332	\$668	\$623	\$223	\$285	(\$51)	(\$6)
SLC	Salt Lake City	\$768	\$515	\$629	\$988	\$935	\$253	\$139	(\$220)	(\$167)
SAT	San Antonio	\$712	\$544	\$350	\$802	\$629	\$168	\$362	(\$90)	\$83
SAN	San Diego	\$873	\$597	\$819	\$972	\$984	\$276	\$54	(\$99)	(\$111)
SFO	San Francisco	\$1,177	\$685	\$775	\$1,013	\$779	\$492	\$402	\$164	\$398
SRQ	Sarasota/Bradenton	\$739	\$419	\$479	\$802	\$680	\$320	\$260	(\$63)	\$59
SEA	Seattle	\$1,217	\$690	\$677	\$1,038	\$1,136	\$527	\$540	\$179	\$81
SYR	Syracuse	\$678	\$595	\$546	\$883	\$598	\$83	\$132	(\$205)	\$80
TPA	Tampa	\$678	\$394	\$733	\$744	\$755	\$284	(\$55)	(\$66)	(\$77)
YYZ	Toronto	\$743	\$999	\$963	\$632	\$901	(\$256)	(\$220)	\$111	(\$158)
DCA	Washington DC	\$879	\$478	\$559	\$314	\$513	\$401	\$320	\$565	\$366
IAD	Washington DC	\$879	\$476	\$465	\$314	\$536	\$403	\$414	\$565	\$343
PBI	West Palm Beach	\$678	\$442	\$501	\$682	\$795	\$236	\$177	(\$4)	(\$117)

\$222      \$196      \$52      \$25

**Average Fare difference**

\*These sample airfares were available 4/1/15, based on a 0 day advance purchase and a 3 day stay. Other restrictions may apply. To obtain the most up-to-date pricing information for your travel needs, please contact your travel agent or visit specific airline or airline booking websites. Airfares are subject to change without notice - and lower airfares are often not available on all dates. Please see our "Low Fares" section on our web site for any last minute airfare specials.

**Blue highlighted numbers represent fare differentials in excess of \$35 for GSP, \$70 for CLT, \$100 for ATL, and \$35 for TRI.**

Schedule Weekly Summary Report for nonstop Passenger (All) flights from AVL for travel April 2015 vs. April 2014

Travel Period			Apr 2015		Apr 2014		Diff		Percent Diff	
Mktg AI	Orig	Dest	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats
DL	ATL	AVL	38	3,205	46	3,209	(8)	(4)	(17.4%)	(0.1%)
DL	AVL	ATL	38	3,182	46	3,209	(8)	(27)	(17.4%)	(0.8%)
DL	AVL	DTW	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
DL	DTW	AVL	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
G4	AVL	FLL	2	354	3	498	(1)	(144)	(33.3%)	(28.9%)
G4	AVL	PBI	2	354	0	0	2	354		
G4	AVL	PGD	2	332	2	332	0	0	0.0%	0.0%
G4	AVL	PIE	3	531	3	498	0	33	0.0%	6.6%
G4	AVL	SFB	2	332	2	332	0	0	0.0%	0.0%
G4	FLL	AVL	2	354	3	498	(1)	(144)	(33.3%)	(28.9%)
G4	PBI	AVL	2	354	0	0	2	354		
G4	PGD	AVL	2	332	2	332	0	0	0.0%	0.0%
G4	PIE	AVL	3	531	3	498	0	33	0.0%	6.6%
G4	SFB	AVL	2	332	2	332	0	0	0.0%	0.0%
UA	AVL	ORD	21	1,050	14	700	7	350	50.0%	50.0%
UA	ORD	AVL	21	1,050	14	700	7	350	50.0%	50.0%
US	AVL	CLT	48	2,655	40	2,296	8	359	20.0%	15.6%
US	CLT	AVL	48	2,655	40	2,267	8	388	20.0%	17.1%
			236	17,603	234	16,401	2	1,202	0.9%	7.3%

Schedule Weekly Summary Report for nonstop Passenger (All) flights from AVL for travel May 2015 vs. May 2014

Travel Period			May 2015		May 2014		Diff		Percent Diff	
Mktg AI	Orig	Dest	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats
DL	ATL	AVL	39	3,711	46	3,158	(7)	553	(15.2%)	17.5%
DL	AVL	ATL	39	3,711	46	3,158	(7)	553	(15.2%)	17.5%
DL	AVL	DTW	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
DL	DTW	AVL	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
G4	AVL	FLL	2	354	2	332	0	22	0.0%	6.6%
G4	AVL	PBI	2	332	2	354	0	(22)	0.0%	(6.2%)
G4	AVL	PGD	2	332	2	332	0	0	0.0%	0.0%
G4	AVL	PIE	3	531	4	708	(1)	(177)	(25.0%)	(25.0%)
G4	AVL	SFB	3	509	2	332	1	177	50.0%	53.3%
G4	FLL	AVL	2	354	2	332	0	22	0.0%	6.6%
G4	PBI	AVL	2	332	2	354	0	(22)	0.0%	(6.2%)
G4	PGD	AVL	2	332	2	332	0	0	0.0%	0.0%
G4	PIE	AVL	3	531	4	708	(1)	(177)	(25.0%)	(25.0%)
G4	SFB	AVL	3	509	2	332	1	177	50.0%	53.3%
UA	AVL	ORD	15	750	14	700	1	50	7.1%	7.1%
UA	ORD	AVL	15	750	14	700	1	50	7.1%	7.1%
US	AVL	CLT	47	2,699	41	2,453	6	246	14.6%	10.0%
US	CLT	AVL	47	2,699	41	2,453	6	246	14.6%	10.0%
			226	18,436	240	17,438	(14)	998	(5.8%)	5.7%

Schedule Weekly Summary Report for nonstop Passenger (All) flights from AVL for travel June 2015 vs. June 2014

Travel Period			Jun 2015		Jun 2014		Diff		Percent Diff	
Mktg AI	Orig	Dest	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats
DL	ATL	AVL	50	3,735	45	3,119	5	616	11.1%	19.7%
DL	AVL	ATL	50	3,735	45	3,119	5	616	11.1%	19.7%
DL	AVL	DTW	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
DL	AVL	LGA	1	50	7	350	(6)	(300)	(85.7%)	(85.7%)
DL	DTW	AVL	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
DL	LGA	AVL	1	50	7	350	(6)	(300)	(85.7%)	(85.7%)
G4	AVL	FLL	4	708	2	332	2	376	100.0%	113.3%
G4	AVL	PBI	4	664	2	354	2	310	100.0%	87.6%
G4	AVL	PGD	4	664	2	332	2	332	100.0%	100.0%
G4	AVL	PIE	5	885	4	708	1	177	25.0%	25.0%
G4	AVL	SFB	4	686	3	531	1	155	33.3%	29.2%
G4	FLL	AVL	4	708	2	332	2	376	100.0%	113.3%
G4	PBI	AVL	4	664	2	354	2	310	100.0%	87.6%
G4	PGD	AVL	4	664	2	332	2	332	100.0%	100.0%
G4	PIE	AVL	5	885	4	708	1	177	25.0%	25.0%
G4	SFB	AVL	4	686	3	531	1	155	33.3%	29.2%
UA	AVL	EWR	7	350	7	350	0	0	0.0%	0.0%
UA	AVL	ORD	22	1,100	16	800	6	300	37.5%	37.5%
UA	EWR	AVL	7	350	7	350	0	0	0.0%	0.0%
UA	ORD	AVL	22	1,100	16	800	6	300	37.5%	37.5%
US	AVL	CLT	48	2,682	49	2,803	(1)	(121)	(2.0%)	(4.3%)
US	CLT	AVL	48	2,682	49	2,803	(1)	(121)	(2.0%)	(4.3%)
			298	23,048	288	20,058	10	2,990	3.5%	14.9%



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## MEMORANDUM

TO: Members of the Airport Authority  
FROM: Janet Burnette, Director of Finance & Accounting  
DATE: April 10, 2015

### ITEM DESCRIPTION – Information Section Item B

Greater Asheville Regional Airport – Explanation of Extraordinary Variances  
Month of February, 2015 (Month 8 of FY2015)

### SUMMARY

Operating Revenues for the month of February were \$695,945, 14.36% over budget. Operating Expenses for the month were \$568,056, 7.28% under budget. As a result, Net Operating Revenues before Depreciation were \$131,944 over budget. Net Non-Operating Revenues were \$140,503, 5.17% over budget.

Year-to-date Operating Revenues were \$6,186,591, 9.97% over budget. Year-to-date Operating Expenses were \$4,572,924, 12.51% below budget. Year-to-date Net Operating Revenues before Depreciation were \$1,214,876 over budget. Net Non-Operating Revenues for the year were \$1,851,913, 28.05% over budget.

### REVENUES

Significant variations to budget for February were:

Concessions	\$ 7,276	34.11%	Enplanements over budget.
Auto Parking	\$48,051	27.98%	Enplanements over budget.
Landing Fees	\$20,608	68.41%	Enplanements over budget.



## **EXPENSES**

Significant variations to budget for February were:

Professional Services	(\$34,427)	(86.36%)	Timing of Professional Services
Other Contractual Services	\$11,794	23.05%	Timing of Contractual Services
Travel & Training	(\$12,063)	(52.07%)	Timing of Travel & Training
Repairs & Maintenance	(\$8,571)	(32.69%)	Timing of Repairs and Maintenance
Operating Supplies	\$34,245	238.11%	Purchase of deicing chemical

## **STATEMENT OF NET ASSETS**

Significant variations to prior month were:

Cash and Cash Equivalents – Cash and Cash Equivalents decreased by \$961k mainly due to spending for the Airfield Redevelopment project.

Grants Receivable – Grants Receivable increased by \$423k due to spending on the Airfield Redevelopment project.

Construction in Progress – Construction in Progress increased by \$620k mainly due to spending on the Airfield Redevelopment project.

Property and Equipment, Net – Property and Equipment, Net decreased by \$383k for the current month's depreciation.

**ASHEVILLE REGIONAL AIRPORT  
INVESTMENT AND INTEREST INCOME SUMMARY  
As of February 28, 2015**

<b><u>Institution:</u></b>	<b><u>Interest Rate</u></b>	<b><u>Investment Amount</u></b>	<b><u>Monthly Interest</u></b>
Bank of America - Operating Account	0.20%	\$ 5,051,700	950
First Citizens - Money Market Account	0.05%	6,385,723	245
NC Capital Management Trust - Cash Portfolio		17,173	0
NC Capital Management Trust - Term Portfolio		3,012,114	119
Petty Cash		200	
 <b><u>Restricted Cash:</u></b>			
Wells Fargo - CFC Revenue Account	0.00%	478,499	0
Bank of America - PFC Revenue Account	0.20%	3,052,185	465
 <b>Total</b>		 <b><u>\$ 17,997,594</u></b>	 <b><u>\$ 1,779</u></b>

**Investment Diversification:**

Banks	83%
NC Capital Management Trust	17%
Commercial Paper	0%
Federal Agencies	0%
US Treasuries	0%
	<u>100%</u>

**ASHEVILLE REGIONAL AIRPORT**  
**STATEMENT OF CHANGES IN FINANCIAL POSITION**  
**For the Month Ended February 28, 2015**

	<b>Current Month</b>	<b>Prior Period</b>
<b>Cash and Investments Beginning of Period</b>	<b>\$ 18,958,655</b>	<b>\$ 14,976,683</b>
Net Income/(Loss) Before Capital Contributions	(114,649)	(114,791)
Depreciation	383,041	383,041
Decrease/(Increase) in Receivables	(624,558)	4,687,841
Increase/(Decrease) in Payables	(382,954)	(800,845)
Decrease/(Increase) in Prepaid Expenses	18,354	18,354
Decrease/(Increase) in Fixed Assets	(620,270)	(1,084,665)
Principal Payments of Bond Maturities	(43,504)	(43,295)
Capital Contributions	423,479	936,332
<b>Increase(Decrease) in Cash</b>	<b>(961,061)</b>	<b>3,981,972</b>
<b>Cash and Investments End of Period</b>	<b>\$ 17,997,594</b>	<b>\$ 18,958,655</b>

**Asheville Regional Airport**  
**Detailed Statement of Revenue, Expenses and Changes in Net Assets**  
**For the Month Ending February 28, 2015**

	<u>Current Month Actual</u>	<u>Current Month Budget</u>	<u>Variance \$</u>	<u>Variance %</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance \$</u>	<u>Variance %</u>	<u>Annual Budget</u>
<b>Operating Revenue:</b>									
Terminal Space Rentals - Non Airline	\$29,070	\$18,178	\$10,892	59.92%	\$155,369	\$144,470	\$10,899	7.54%	\$217,195
Terminal Space Rentals - Airline	83,607	78,433	5,174	6.60%	900,351	854,464	45,887	5.37%	1,300,000
Concessions	28,605	21,329	7,276	34.11%	255,085	194,132	60,953	31.40%	300,965
Auto Parking	219,776	171,725	48,051	27.98%	2,001,582	1,645,225	356,357	21.66%	2,519,725
Rental Car - Car Rentals	111,120	112,240	(1,120)	(1.00%)	904,219	897,920	6,299	0.70%	1,346,884
Rental Car - Facility Rent	50,170	51,502	(1,332)	(2.59%)	395,004	401,314	(6,310)	(1.57%)	604,289
Commercial Ground Transportation	(130)	450	(580)	(128.89%)	26,555	15,825	10,730	67.80%	37,700
Landing Fees	50,733	30,125	20,608	68.41%	387,244	389,000	(1,756)	(0.45%)	566,500
FBO'S	78,068	78,774	(706)	(0.90%)	652,549	650,092	2,457	0.38%	978,105
Building Leases	8,912	13,157	(4,245)	(32.26%)	92,305	106,692	(14,387)	(13.48%)	159,341
Land Leases	2,180	2,117	63	2.98%	17,168	16,936	232	1.37%	25,438
Other Leases/Fees	33,834	30,542	3,292	10.78%	399,160	309,416	89,744	29.00%	491,800
<b>Total Operating Revenue</b>	<b>\$695,945</b>	<b>\$608,572</b>	<b>\$87,373</b>	<b>14.36%</b>	<b>\$6,186,591</b>	<b>\$5,625,486</b>	<b>\$561,105</b>	<b>9.97%</b>	<b>\$8,547,942</b>
<b>Operating Expenses:</b>									
Personnel Services	\$343,759	\$358,338	(\$14,579)	(4.07%)	\$2,786,645	\$3,058,628	(\$271,983)	(8.89%)	\$4,731,849
Professional Services	5,438	39,865	(34,427)	(86.36%)	107,933	147,550	(39,617)	(26.85%)	212,400
Accounting & Auditing	-	-	-	100.00%	7,600	6,200	1,400	22.58%	15,000
Other Contractual Services	62,960	51,166	11,794	23.05%	514,057	469,866	44,191	9.41%	685,198
Travel & Training	11,104	23,167	(12,063)	(52.07%)	78,989	97,122	(18,133)	(18.67%)	164,695
Communications & Freight	7,128	5,764	1,364	23.66%	52,664	46,112	6,552	14.21%	69,166
Utility Services	42,442	48,813	(6,371)	(13.05%)	288,026	334,804	(46,778)	(13.97%)	487,648
Rentals & Leases	946	976	(30)	(3.07%)	7,812	7,808	4	0.05%	11,716
Insurance	16,352	18,808	(2,456)	(13.06%)	134,567	150,464	(15,897)	(10.57%)	225,700
Repairs & Maintenance	17,645	26,216	(8,571)	(32.69%)	160,482	267,107	(106,625)	(39.92%)	366,050
Advertising, Printing & Binding	1,199	2,522	(1,323)	(52.46%)	65,350	99,276	(33,926)	(34.17%)	205,650
Promotional Activities	2,745	3,820	(1,075)	(28.14%)	49,254	52,110	(2,856)	(5.48%)	99,515
Other Current Charges & Obligations	5,299	6,415	(1,116)	(17.40%)	55,884	55,320	564	1.02%	81,000
Office Supplies	1,069	833	236	28.33%	5,927	6,664	(737)	(11.06%)	10,000
Operating Supplies	48,627	14,382	34,245	238.11%	173,679	252,094	(78,415)	(31.11%)	326,336
Books, Publications, Subscriptions & Meml	1,343	5,292	(3,949)	(74.62%)	30,552	33,926	(3,374)	(9.95%)	40,010
Contingency	0	0	-	0.00%	0	44,444	(44,444)	(100.00%)	56,000
Emergency Repair	-	6,250	(6,250)	(100.00%)	0	50,000	(50,000)	(100.00%)	75,000
Business Development	0	0	-	0.00%	53,503	47,200	6,303	13.35%	300,000
<b>Total Operating Expenses</b>	<b>\$568,056</b>	<b>\$612,627</b>	<b>(\$44,571)</b>	<b>(7.28%)</b>	<b>\$4,572,924</b>	<b>\$5,226,695</b>	<b>(\$653,771)</b>	<b>(12.51%)</b>	<b>\$8,162,933</b>



**Asheville Regional Airport**  
**Detailed Statement of Revenue, Expenses and Changes in Net Assets**

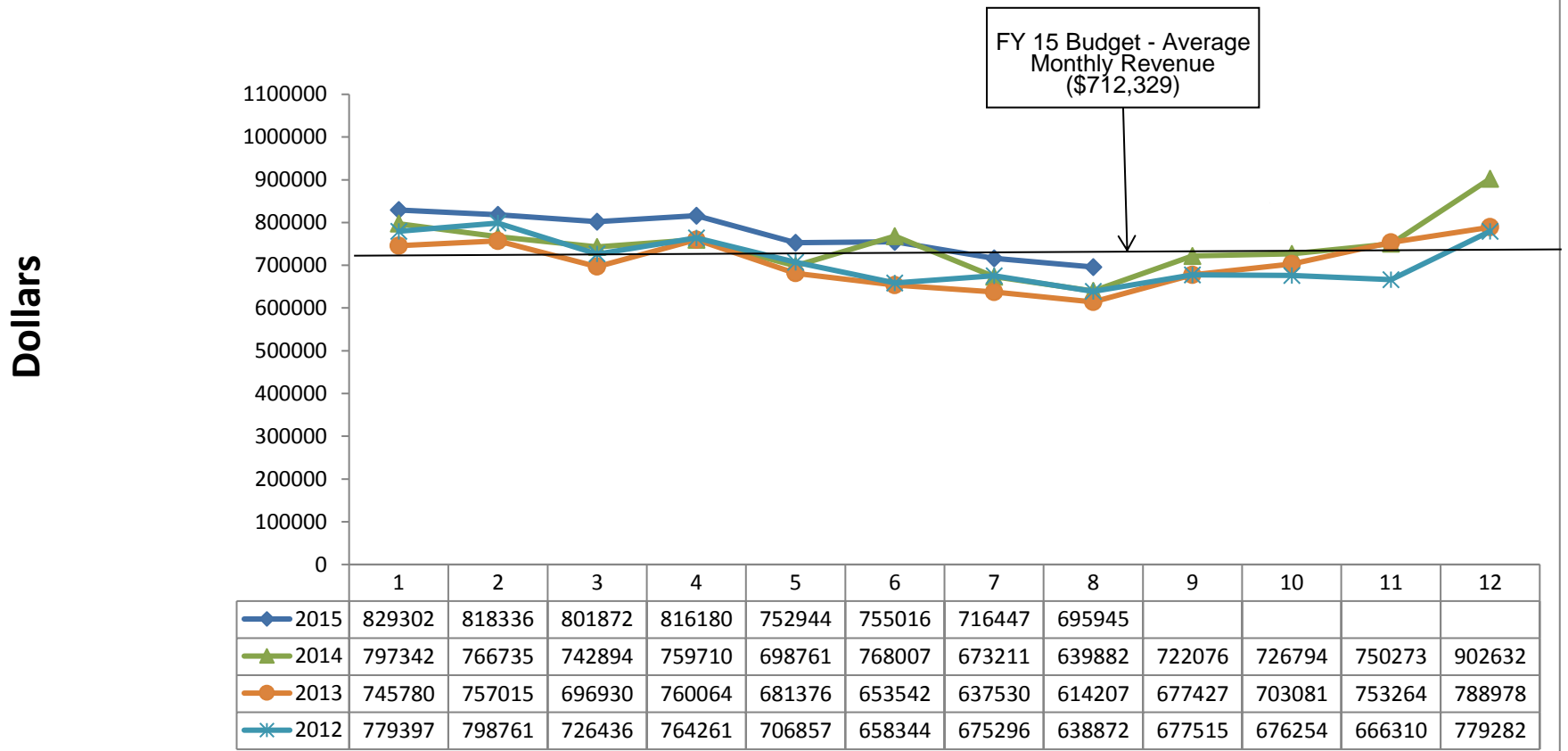
**For the Month Ending February 28, 2015**

	<u>Current Month Actual</u>	<u>Current Month Budget</u>	<u>Variance \$</u>	<u>Variance %</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance \$</u>	<u>Variance %</u>	<u>Annual Budget</u>
<b>Operating Revenue before Depreciation</b>	\$127,889	(\$4,055)	\$131,944	(3,253.84%)	\$1,613,667	\$398,791	\$1,214,876	304.64%	\$385,009
Depreciation	383,041	-	\$383,041	100.00%	3,064,328	-	\$3,064,328	100.00%	-
<b>Operating Income(Loss) Before Non-Operating Revenue and Expenses</b>	(\$255,152)	(\$4,055)	(\$251,097)	6,192.25%	(\$1,450,661)	\$398,791	(\$1,849,452)	(463.76%)	\$385,009
<b>Non-Operating Revenue and Expense</b>									
Customer Facility Charges	\$67,724	\$54,000	\$13,724	25.41%	\$842,486	\$708,750	\$133,736	18.87%	\$ 1,075,000
Passenger Facility Charges	79,731	86,500	(6,769)	(7.83%)	1,076,100	798,500	277,600	34.77%	1,325,000
Interest Revenue	1,779	1,833	(54)	(2.95%)	14,234	14,664	(430)	(2.93%)	22,000
Interest Expense	(8,731)	(8,731)	-	0.00%	(75,645)	(75,644)	(1)	0.00%	(108,461)
Reimbursable Cost Revenues	44,234	17,833	26,401	148.05%	145,624	142,664	2,960	2.07%	214,000
Reimbursable Cost Expenses	(44,234)	(17,833)	(26,401)	148.05%	(145,624)	(142,664)	(2,960)	2.07%	(214,000)
Gain/Loss on Disposal of Assets	-	0	(0)	0.00%	(5,262)	0	(5,262)	0.00%	-
<b>Non-Operating Revenue-Net</b>	\$140,503	\$133,602	\$6,901	5.17%	\$1,851,913	\$1,446,270	\$405,643	28.05%	\$2,313,539
<b>Income (Loss) Before Capital Contributions</b>	(\$114,649)	\$129,547	(\$244,196)	(188.50%)	\$401,252	\$1,845,061	(\$1,443,809)	(78.25%)	\$2,698,548
<b>Capital Contributions</b>	\$423,479	\$0	\$423,479	100.00%	\$8,431,774	\$0	\$8,431,774	100.00%	\$0
<b>Increase in Net Assets</b>	<u>\$308,830</u>	<u>\$129,547</u>	<u>\$179,283</u>	<u>138.39%</u>	<u>\$8,833,026</u>	<u>\$1,845,061</u>	<u>\$6,987,965</u>	<u>378.74%</u>	<u>\$2,698,548</u>

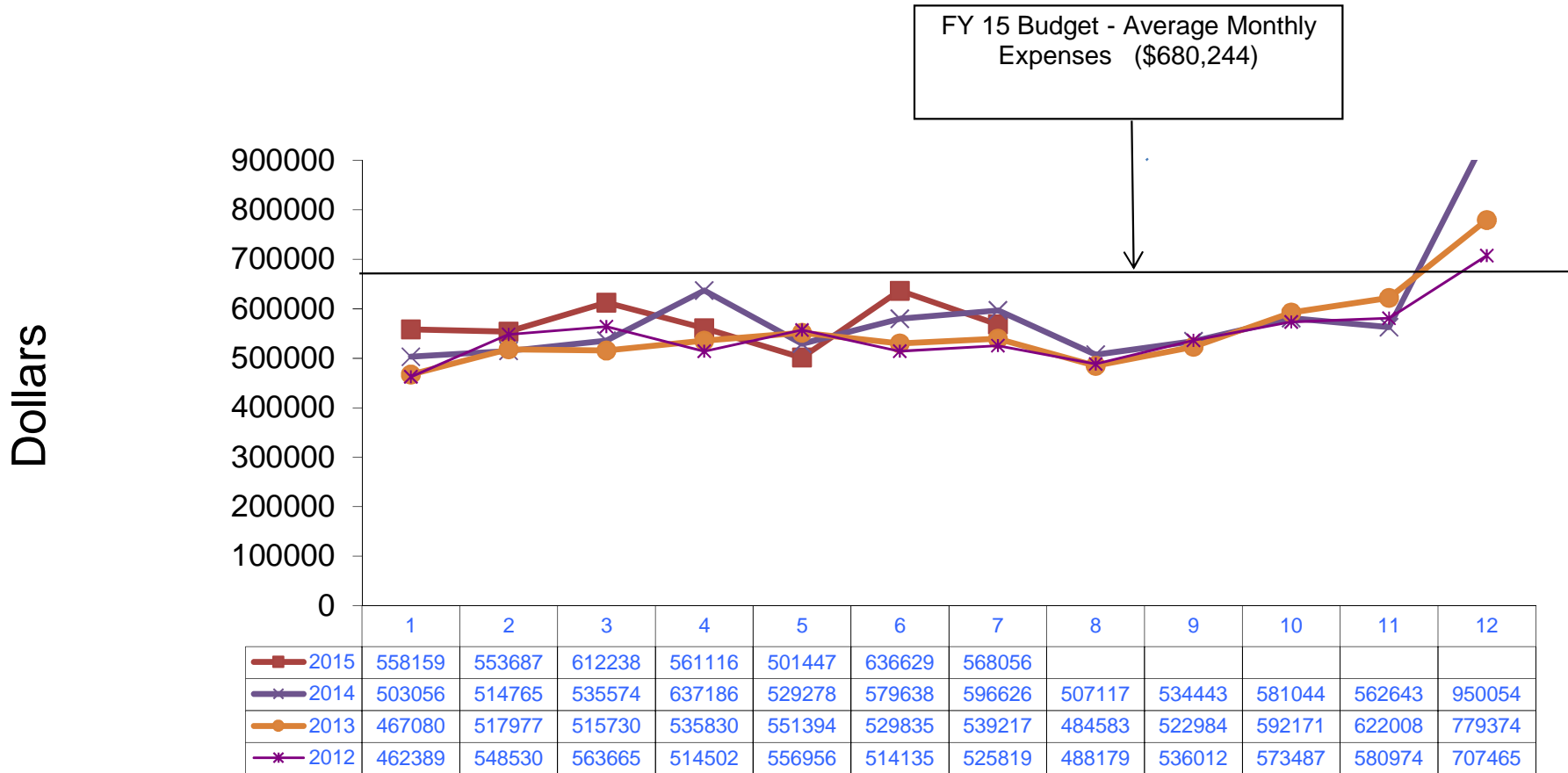
**ASHEVILLE REGIONAL AIRPORT  
STATEMENT OF FINANCIAL POSITION  
As of February 28, 2015**

	<u>Current Month</u>	<u>Last Month</u>
<b><u>ASSETS</u></b>		
<b>Current Assets:</b>		
<b>Unrestricted Net Assets:</b>		
Cash and Cash Equivalents	\$14,466,910	\$15,455,931
Accounts Receivable	333,049	148,221
Passenger Facility Charges Receivable	275,000	275,000
Refundable Sales Tax Receivable	209,409	192,608
Grants Receivable	4,974,491	4,551,012
Prepaid Expenses	73,567	91,921
Total Unrestricted Assets	<u>20,332,426</u>	<u>20,714,693</u>
<b>Restricted Assets:</b>		
Cash and Cash Equivalents	3,530,684	3,502,723
Total Restricted Assets	<u>3,530,684</u>	<u>3,502,723</u>
 Total Current Assets	 <u>23,863,110</u>	 <u>24,217,416</u>
<b>Noncurrent Assets:</b>		
Construction in Progress	18,865,490	18,245,220
Property and Equipment - Net	56,334,357	56,717,398
Total Noncurrent Assets	<u>75,199,847</u>	<u>74,962,618</u>
	<u>\$99,062,957</u>	<u>\$99,180,034</u>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
<b>Current Liabilities:</b>		
<b>Payable from Unrestricted Assets:</b>		
Accounts Payable & Accrued Liabilities	\$1,111,699	\$1,510,651
Customer Deposits	10,425	10,425
Unearned Revenue	307,321	291,322
Construction Contract Retainages	211,456	211,456
Revenue Bond Payable - Current	538,711	536,124
Total Payable from Unrestricted Assets	<u>2,179,612</u>	<u>2,559,978</u>
 Total Current Liabilities	 <u>2,179,612</u>	 <u>2,559,978</u>
<b>Noncurrent Liabilities:</b>		
Other Postemployment Benefits	927,340	927,340
Compensated Absences	401,620	401,620
Net Pension Obligation-LEO Special Separation Allowance	(28,163)	(28,163)
Revenue Bond Payable - Noncurrent	1,227,409	1,273,500
Total Noncurrent Liabilities	<u>2,528,206</u>	<u>2,574,297</u>
 Total Liabilities	 <u>4,707,818</u>	 <u>5,134,275</u>
<b>Net Assets:</b>		
Invested in Capital Assets	73,433,727	73,152,994
Restricted	3,530,684	3,502,723
Unrestricted	17,390,728	17,390,042
Total Net Assets	<u>94,355,139</u>	<u>94,045,759</u>
	<u>\$99,062,957</u>	<u>\$99,180,034</u>

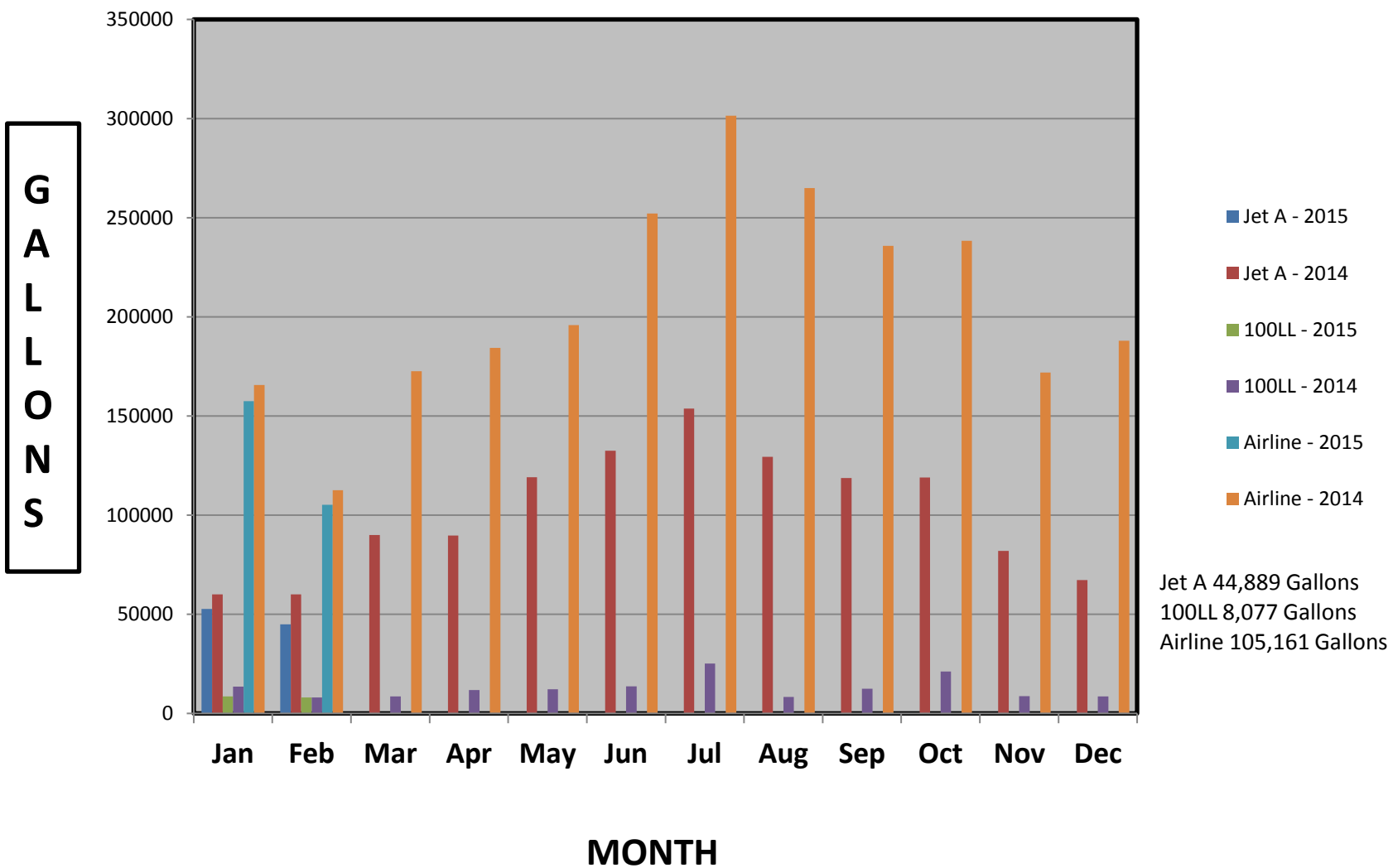
# ASHEVILLE REGIONAL AIRPORT Annual Operating Revenue by Month February 2015



# ASHEVILLE REGIONAL AIRPORT Annual Operating Expenses by Month February 2015



**ASHEVILLE REGIONAL AIRPORT  
FUEL SALES - GALLONS  
February 2015**



Design Phase														
Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 04/01/2015)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 04/01/2015)	Start Date	End Date	Current Project Status (as of 04/01/2015)
1	Airfield Re-Development Project	Budget for the complete project							\$64,000,000.00	19.8%	\$12,954,690.38			All Engineer contracts and expenses will be inclusive of budget.
1A	Airfield Re-Development Project	Phase I - Design Services	RS&H	\$447,983.00	N/A	N/A	\$0.00	0.00%	(Overall total included in above number)	75%	\$335,582.73	Dec-12	Sep-14	Bid Package 2 pre-construction meeting was held 3/3/15
1B	Airfield Re-Development Project	Phase II - Design Services and Project Management.	RS&H	\$1,842,318.00	N/A	N/A	\$0.00	0.00%	(Overall total included in above number)	45.9%	\$845,838.19	Jun-13	Dec-15	Project Management work continues.
1C	Airfield Re-Development Project	Phase III and IV - Design Services and Project Management.	RS&H	\$2,399,826.00	N/A	N/A	\$0.00	0.00%	(Overall total included in above number)	0.0%	\$0.00	Dec-14	Dec-15	Preliminary plans for BP3 are in development.
1D	Airfield Re-Development Project	New Runway Design	Michael Baker Engineering Inc.	\$397,257.94	N/A	N/A	\$0.00	0.00%	(Overall total included in above number)	100%	\$397,257.94	Mar-13	Sep-14	Contract is completed.
1E	Airfield Re-Development Project	Temporary Runway/Taxiway Design	AVCON	\$1,837,826.00	N/A	N/A	\$0.00	0.00%	(Overall total included in above number)	88.5%	\$1,650,420.88	Mar-13	Dec-14	Bid Package 2 safety meeting was held and contractor is beginning with grading and installation of drainage pipe.
1F	Airfield Re-Development Project	New Runway Design	AVCON	\$1,902,676.06	N/A	N/A	\$0.00	0.00%	(Overall total included in above number)	0.0%	\$0.00	Mar-13	Mar-14	Preliminary plans for BP3 are in development.
1G	Airfield Re-Development Project	Miscellaneous and Administrative Expenses			N/A	N/A	\$0.00	0.00%	(Overall total included in above number)		\$2,336,790.69	Jan-13	Dec-17	Misc., Admin., \$642K FAA Reimbursable expenses and land acquisition costs of 1.5M are included in this figure.

Construction Phase														
Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 04/01/2015)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 04/01/2015)	Start Date	End Date	Current Project Status (as of 04/01/2015)
1	Westside Phase 2	Construction for the Westside Project to level land utilizing engineered ash to fill and top with soil embankment/cap for future development.	AVCON	\$349,732.00	Charah	N/A	\$0.00	0.00%	\$349,732.00* (project expenses are being reimbursed by Charah through a separate agreement)	72%	\$254,307.00	Feb-11	Jul-15	Work continues as weather permits.
2	Westside Area 3	Construction for the Westside Project to level land utilizing engineered ash to fill and top with soil embankment/cap for future development.	AVCON	\$278,060.00	Charah	N/A	\$0.00	0.00%	\$278,060 * (project expenses are being reimbursed by Charah through a separate agreement)	80.0%	\$235,372.31	Mar-13	Jul-15	Area 3 ash placement will continue in North cells, weather permitting. Subcell 6 will begin soil cap operations to prepare for FAA utility building.
3	Area 2	Construction for the Ash Fill on the NE for future development.	AVCON	\$466,140.00	Charah	N/A	\$0.00	0.00%	\$466,140 * (project expenses are being reimbursed by Charah through a separate agreement)	5%	\$52,072.53	Dec-14	May-17	Ash placement finalization process to begin once all permits are received.

Construction Phase

Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 04/01/2015)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 04/01/2015)	Start Date	End Date	Current Project Status (as of 04/01/2015)
4	Temporary Runway 17-35 Site Preparation and Grading	Site preparation, drainage and retaining wall construction for new temporary runway/taxiway.	RS&H and AVCON, Inc.	Amount included in Phase 1 Design Fees	Thalle Construction Company, Inc.	\$8,856,193.00	\$34,119.73	0.38%	\$9,741,812.30	90%	\$7,388,799.95	Jun-14	Dec-14	North retaining wall work continues, all wetland remediation is complete and reinspected by NCDENR. Contractor should be completed by Mid-April.
5	Temporary Runway 17-35 Paving, Lighting and NAVAIDS	Construction of new temporary runway - parallel taxiway B	RS&H and AVCON, Inc.	Amount included in Phase 3 Design Fees	Harrison Construction Company	\$12,435,884.00	\$0.00	0.00%	\$13,057,678.00	0%	\$0.00	Mar-15	Dec-15	Contractor has mobilized on site and established office trailer. Grading and installation of drainage is underway.
6	Entryway Improvements	Replacement entrance sign, landscaping and road sign placement due to NCDOT project in front of airport.	Delta Airports Inc.	\$84,507.00	Young and McQueen Construction	\$414,725.00	-\$4,865.00	0.00%	\$84,507.00 (Design) & \$434,725.00 (Construction)	29%	\$246,951.87	Nov-14	Feb-15	Entrance sign is complete, testing of display and landscaping to be performed first week of April. Once complete, punch list items will be assessed.

*\*\*Amounts are based on invoices received and processed through Development.\*\**

# GARAA Authority Members

2015-2016 Strategic Focus



# Key strategic priorities

**Governance vs. Management** : Focus on setting governing direction (“guard rails”) for the organizational and holding management accountable for the execution of operational tactics. Pursue continuous educational opportunities for Authority Member development.

1. **Organizational Relevance**: Remaining relevant in an era of airport consolidation
2. **Financial Stewardship**: Sustainability/Operating Performance/Audit & Compliance
3. **Municipal Relations**: Positive relationships with all municipalities surrounding the airport
4. **Stakeholder Relations**: Positive relationships with neighbors and other community organizations
5. **Community Image**: Public Perception/Public Relations/Customer Service/Legal Entity
6. **Facilities Stewardship**: Future Master Facilities Plan
7. **Environmental Stewardship**: Accountability/Awareness of Environmental Issues
8. **Economic Development**: Engage Community Partners/Airline Service Development
9. **Vendor-Partner Relations**: General Aviation/Rental Car Agencies/Vendors
10. **Public Safety**: Airport Emergency Safety/TSA Relations/Municipal Partners
11. **Organizational Accountability**: Executive Director Supervision

# Key Goals for FY 2015-2016

1. Influence Board Member appointments/stability
2. Develop/Maintain positive relationships within our communities & stakeholders
3. Parking facilities
4. Focused efforts around growth in economic development activities and air service
5. Legal entity/Property transfer documents completed