



## **AGENDA**

Greater Asheville Regional Airport Authority Regular Meeting  
Friday, February 15, 2013, 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. DISCUSSION AND APPOINTMENT OF NEW BOARD MEMBER
- III. PRESENTATIONS:
  - A. Crisis Communication Plan - Tina Kinsey ([document](#))
- IV. FINANCIAL REPORT ([document](#))
- V. CONSENT ITEMS:
  - A. Approval of the Greater Asheville Regional Airport Authority January 11, 2013 Regular Meeting Minutes ([document](#))
- VI. OLD BUSINESS: None
- VII. NEW BUSINESS:
  - A. Approval of Amendment No. 1 to the Management and Operation of Public Parking Facilities Agreement with Standard Parking Corporation ([document](#))
  - B. Approve Aircraft Rescue Firefighting Facility Project and Contract for Construction ([document](#))



- C. Approval of a Utility Easement Agreement for the Aircraft Rescue Firefighting Station Project ([document](#))

VIII. DIRECTOR'S REPORT:

- A. Guide Dog Training
- B. Property Appraisals
- C. I-26 Widening Project
- D. Sealing and Rejuvenation of Taxiway A

IX. INFORMATION SECTION:

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

- A. December 2012 Traffic Report ([document](#))
- B. December 2012 Monthly Financial Report ([document](#))
- C. February 2013 Development/Project Status Report ([document](#))
- D. Airport Facilities Review for Fourth Quarter ([document](#))
- E. Potential Board Items for the Next Regular Meeting:
  - Preliminary FY13/14 Budget
  - Amendment to the Rental Car Company Contract

X. AUTHORITY MEMBERS' REPORTS.

- A. Review of Second Draft of By-Laws

XI. PUBLIC AND TENANTS' COMMENTS.

XII. CALL FOR NEXT MEETING.



XIII. CLOSED SESSION:

Pursuant to Subsections 143-318.11 (a) (3) and (4) of the General Statutes of North Carolina to Consult with Legal Counsel in Order to Preserve the Attorney Client Privilege, and to Discuss Matters Relating to the Location and/or Expansion of Industries or Other Businesses in the Area Served by the Authority, Including Agreement on a Tentative List of Economic Development Incentives that may be Offered by the Authority in Negotiations.

XIV. 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 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.*



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# Asheville Regional Airport

## Crisis Communication Plan




# Crises happen. And with today's technology...

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Reputations and public trust  
can be made or lost within the  
first hour of a crisis.

*Or within the first five  
minutes.*



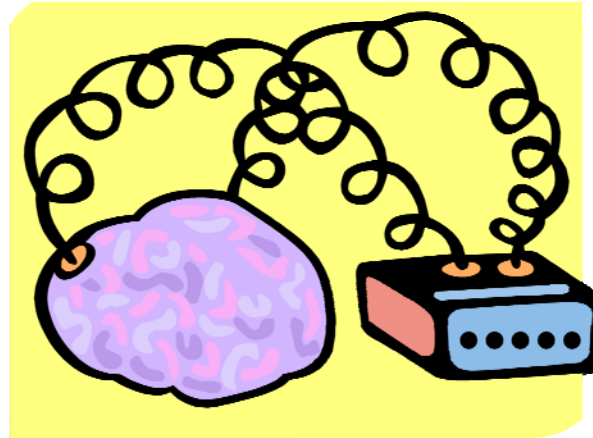
Having a system in place allows the organization to deal with the situation, and not waste precious time trying to decide how to communicate.

# We are prepared

- AVL Crisis Communication Plan
- Designed for Marketing/Public Relations use
- Outlines steps for team to take to manage communication in a crisis

## Why have a CC plan?

- To provide a brain for moments when you might not have one!
- Identify & clarify responsibilities ahead of time
- Provide guidance for decision-making
- Provide a “road map” to guide:
  - Dissemination of information
  - Reputation protection
  - Relationship management







Brief Overview

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## What constitutes a crisis?

## Crises come in different shapes & sizes

- Incident-based with little or no advanced warning
  - Aircraft
  - Incident that affects terminal & campus (fire, weather, civil unrest, criminal activity)
- Developing crisis
  - Hurricane / flooding
  - Tornado
  - Civil unrest



# In all crises: A few constants

Chaos

Overwhelming public  
desire for information

Media

Safety = first priority

# A team is in place to manage these “constants”

## ➤ THE COMMUNICATION TEAM:

- Disseminates official information to the media, tenants, the Authority Board, passengers in the terminal, and the public. Monitors all information & mitigates misinformation.

## ➤ Communication team:

- Director of Marketing/PR – Public Information Officer – reports to the incident commander
- Executive Director (always engaged, involved, informed)
- Marketing & PR Supervisor
- Guest Services Supervisor
- Receptionist

# Managing the constants

## Chaos

### MITIGATE:

Report to ICC & set up communication plan

## Desire for information

### MANAGE:

Lead gathering of public information / work with other agencies.

## Media

### ENGAGE:

Set up a process to give media what they are seeking.

## Safety = first priority

### PRIORITIZE:

Focus on dissemination of transparent, factual information without jeopardizing safety.



CHAOS

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# The first moments of a crisis ... and our communication plan



## The “Hot” Phase: Crisis is identified & incident command is forming

- Aid is underway, and details will be difficult to verify. This is the most chaotic time when safety and rescue are top priorities.
- Director of Marketing & PR/ PIO. Places communication team on alert. Reports to incident command. *Issues an official communication ASAP.*



## Gather & verify information

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- PIO reports to Incident Command
- Gathers preliminary facts – completes initial incident report (will be used to compose messaging)
- ASAP, mobilizes communication team – who implements preliminary steps during stand-by





## **Coordinate information & team – activate plans**

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- PIO mobilizes communication team
- Team implements their specific jobs (descriptions included in plan)
- Team will take care of:
  - Setting up communication systems & official messages to target groups
  - Setting up media briefing area; managing media needs
  - Phones, website, social media
  - In-terminal customer service
  - Joint agency communication
  - News monitoring & message mitigation



## The “Warm” Phase: All lives assisted/accounted for; investigation underway



### Priorities:

1. Information management
2. Reputation & credibility management
3. Incident documentation
4. Suspension of airport advertising (if needed)

## The “Recovery” Phase: Days or weeks after incident. “Aftermath” stories possible.



### Priorities:

1. Media management, with focus on airport operations, safety, ARFF response, passenger service.
2. Refer inquiries to appropriate agencies.
3. Issue “closing” communication & manage post-crisis communication as long as needed.

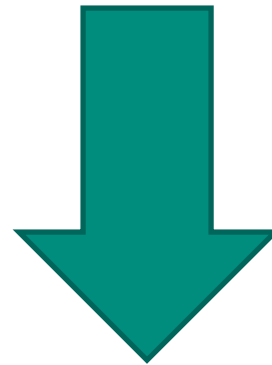
# The plan includes tools to assist.

1. "Go" kit
2. Key agency contact information
3. Incident report
4. Media log
5. Sample messages (media releases, phone messages)
6. Spokesperson guidelines
7. AVL fact sheet
8. Joint Information Center check-list
9. Job descriptions
10. Media guide
11. Staff phone numbers and radio number assignments



## The plan includes tools to assist.

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**Airports are limited in the information they can provide.**



## The team is trained.

- National Incident Management System (NIMS) training
- Specialized education: public relations and crisis communications
- On-airport training exercises
- Case studies: St. Louis 2011 tornado
- Networking with other airports

## Final thoughts...



*Overarching challenge:* show those affected that the organization is using a reasonable, caring process to resolve the crisis.

This is best accomplished with well-managed, timely, open, honest, direct and empathetic communication.



# Questions?





**Asheville Regional Airport  
Executive Summary  
December-12**

**AIRPORT ACTIVITY**

	<u>Month</u>	<u>Variance to Prior Year</u>	<u>Calendar Year to Date</u>	<u>Variance to Prior Year</u>
<b>Passenger Enplanements</b>	23,209	(16.3%)	317,674	(12.3%)
<b>Aircraft Operations</b>				
Commercial	1,193	(18.1%)	17,884	(14.5%)
Scheduled Flights	578	(20.1%)		
Flight Cancellations	6			
Seats	32,680	(14.7%)	414,141	(16.0%)
Load Factor	71.0%	(2.0%)	76.7%	4.4%
General Aviation	2,507	(8.1%)	39,191	5.2%
Military	269	49.4%	4,587	19.5%

**FINANCIAL RESULTS**

	<u>Month</u>	<u>Variance to Budget</u>	<u>Fiscal Year to Date</u>	<u>Variance to Budget</u>
<b>Operating Revenues</b>	\$ 653,542	(0.4%)	\$ 4,294,711	0.9%
<b>Operating Expenses</b>	529,835	(19.4%)	3,117,850	(17.4%)
<b>Net Operating Revenues before Depreciation</b>	<u>\$ 123,707</u>	7,979.4%	<u>\$ 1,176,861</u>	145.4%
<b>Net Non-Operating Revenues</b>	<u>\$ 126,666</u>	(9.9%)	<u>\$ 1,100,352</u>	(7.8%)
<b>Grants:</b>				
FAA AIP Grants	\$ 32,097		\$ 1,076,685	
NC Dept of Transportation Grants	-		-	
Total	<u>\$ 32,097</u>		<u>\$ 1,076,685</u>	

**CASH**

Restricted	\$ 260,464
Designated for O&M Reserve	3,667,664
Designated for Emergency Repair	650,000
Unrestricted, Undesignated	10,519,129
Total	<u>\$ 15,097,257</u>

**RECEIVABLES PAST DUE**

	<u>Total</u>	<u>1-30 Days</u>	<u>31-60 Days</u>	<u>Over 60 Days</u>
Allegiant Airlines	6,106	6,106		
American Airlines (In Bankruptcy)	1,166			1,166
Avis	338	338		
Delta Air Lines	976		211	765
FAA / TSA	19,520	9,600	9,920	
Hertz	617	144		473
Miscellaneous	8,327		7,984	343
US Airways	1,801	408	-	1,393
Total	<u>\$ 38,851</u>	<u>\$ 16,596</u>	<u>\$ 18,115</u>	<u>\$ 4,140</u>
% of Total Receivables	<u>9.64%</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	\$ 2,831,864

**CAPITAL EXPENDITURES**

Annual Budget	\$ 10,215,628
Year-to-Date Spending	\$ 1,352,380

**REGULAR MEETING  
GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY  
January 11, 2013**

The Greater Asheville Regional Airport Authority ("Authority") met on Friday, January 11, 2013 at 8:30 a.m. in the Conference Room at the Authority's Administrative Offices, Asheville Regional Airport ("Airport"), 61 Terminal Drive, Suite 1, Asheville, NC 28732.

**MEMBERS PRESENT:** David R. Hillier, Chair; Robert C. Roberts, Vice-Chair; Jeffrey A. Piccirillo; Martha W. Thompson; and Andrew T. Tate

**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; C. Jeffrey Augram, Chief of Public Safety; David Nantz, Director of Operations and Maintenance; Royce Holden, IT Director; Suzie Baker, Director of Administration; Tina Kinsey, Director of Marketing and Public Relations; and Ellen Heywood, Clerk to the Board

**ALSO PRESENT:** Jeff Kirby, Michael Baker Corporation; Mike Darcangelo, Avcon, Inc.; Nate Otto, RS&H; Pat Cothran; K. Ray Bailey; Chris Cavanaugh

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

**SERVICE AWARD PRESENTATION:** The Chair recognized David Nantz with a service recognition award for his 15 years of service with the Authority.

**FINANCIAL REPORT:** The Director reviewed the airport activity section of the Executive Summary for the month of November. Passenger enplanements for the month totaled 25,220, a decrease of 16.3% over the same period last year. The Director reported that commercial operations for the month totaled 1,369, a decrease of 15.2% over the same period last year, scheduled flights totaled 605, a decrease of 16.3% from last year, and seats totaled 34,174, a decrease of 17.2% over last year. The Director also reported on the financial results for the month stating that operating revenue was \$681,000, which was 0.7% above budget, and operating expenses were \$551,000, which was 15.7% below budget. The cash position, receivables and bonds payable for the month were also reviewed.

**CONSENT ITEMS:** The Chair suggested that Consent Item B, Approval of the Greater Asheville Regional Airport Authority December 14, 2012 Closed Session Minutes be pulled for review at the end of the meeting.

**A. Approval of the Greater Asheville Regional Airport Authority December 14, 2012 Regular Meeting Minutes:**

**C. Authorize Disposal of Surplus Regional Boarding Ramps:**

**D. Authorize Disposal of Surplus Aircraft Rescue Firefighting Apparatus:**

**E. Unsealing of Closed Session Minutes:**

The Chair inquired if staff would consider using an internet auction site for disposal of the surplus firefighting apparatus. The Director responded that staff would be going through that process and have also hired a broker to try to sell the equipment.

Mr. Piccirillo moved to approve Consent Items A, C, D and E. Mr. Tate seconded the motion and it carried unanimously.

**NEW BUSINESS:**

**A. Resolution for Possible Disposition of Real Property by Sale:** The Director reminded the Board that as mentioned at the last Board meeting, the state will be widening Old Fanning Bridge Road to add a shoulder and traffic circle for the Sierra Nevada facility and this will require the acquisition of some of the airport property. In addition to that project, the state will also require airport property for the I26/NC280 interchange project. Staff would like the Board's approval of the Resolution Concerning the Possible Disposition of Real Property by Sale as presented which permits staff to move forward with approval from the FAA for the sale of the property to the state. The Director also informed the Board that in recent conversations with the state, the state has advised staff that a permanent easement may be sufficient for their projects rather than purchasing the property. In either case, staff will need to move forward with negotiations with the state for disposition of the property.

Mr. Roberts questioned if this matter would only require the airport's involvement. The Director responded that the City would also need to be involved whether it was an easement or sale as the property is titled by the City.

The Chair inquired as to the timing of this sale or easement. The Director responded that the state intends to begin the Old Fanning Bridge Road project in February. Staff estimates the state is still in the design phase for the I26/NC280 project, but believes construction will begin in September of this year.

Mr. Piccirillo asked for clarification on the FAA not needing to approve an easement. The Director replied that with an easement the property would stay in the airport's name, is still an asset, and it is just a procedural issue with the FAA that approval is not needed for an easement, just for the sale of property. The airport would prefer the easement and it would be less expensive for the state.

Mr. Roberts questioned where the disposition of the funds would go. The Director responded that any funds would go to the airport if the property was sold fee simple, however, the FAA has the authority to take the money back since grant money was used years ago to purchase the property. The Director further stated that the FAA usually requires the money to go towards capital projects at the airport.

Ms. Thompson moved to approve the disposition of Airport property by either easement or fee simple transfer, the following Resolution Concerning the Possible Disposition of Real Property by Sale, and authorize the Executive Director to execute any necessary documents. Mr. Roberts seconded the motion and it carried unanimously.

#### **RESOLUTION CONCERNING THE POSSIBLE DISPOSITION OF REAL PROPERTY BY SALE**

**WHEREAS**, by an Agreement dated November 29, 1979, and entered into by and between the County of Buncombe and the City of Asheville ("1979 Agreement"), the Asheville Regional Airport Authority ("Airport Authority") was created as a joint agency pursuant to Article 20 of Chapter 160A of the General Statutes of North Carolina;

**WHEREAS**, the County of Buncombe and the City of Asheville entered into a Restated and Amended Airport Authority Agreement dated January 22, 2008 ("2008 Agreement");

**WHEREAS**, Section 4 of the 2008 Agreement provided in part that "the management, development, operation, regulation and maintenance of the Asheville Regional Airport shall be under the direct control and supervision of the Airport Authority";

**WHEREAS**, Section 7 of the 2008 Agreement provided in part that "the City [of Asheville] shall as lessor execute a lease to the Airport Authority as lessee";

**WHEREAS**, in accordance with Section 7 of the 2008 Agreement, the City of Asheville, as lessor, and the Airport Authority, as lessee, entered into a Restated and Amended City-Airport Authority Lease Agreement ("2008 Lease");

**WHEREAS**, Section I of the 2008 Lease provided in part that "City hereby lets and leases to [Airport] Authority and [Airport] Authority hereby accepts as Lessee that certain tract of land together with the buildings and other improvements thereon . . . known as the Asheville Regional Airport";

**WHEREAS**, the (or a) reason for the City of Asheville having the legal title to the Asheville Regional Airport and thereby being the lessor under the 2008 Lease was that Subsection 160A-462(a) of the General Statutes of North Carolina provided in part that the County of Buncombe and the City of Asheville (as participating units of local government) could "confer on the joint agency any power, duty, right, or function needed for the execution of the undertaking, except that legal title to all real property necessary to the undertaking shall be held by the participating units individually, or jointly as tenants in common";

**WHEREAS**, the Greater Asheville Regional Airport Authority ("GARAA") was created by Session Law 2012-121, which was ratified by the General Assembly of North Carolina on June 28, 2012;

**WHEREAS**, the City of Asheville has not yet transferred the title to all real property as required by Session Law 2012-121 to GARAA;

**WHEREAS**, a portion of the real property covered by the 2008 Lease contains approximately one acre ("Tracts of Land"), and it is located on or in the vicinity of Airport Road and Old Fanning Bridge Road and is more particularly described in Exhibit A (which is attached hereto and incorporated herein);

**WHEREAS**, the Airport Authority has been contacted by the State of North Carolina for the purpose of obtaining the Tracts of Land, and GARAA is pursuing this matter further and negotiating a sale;

**WHEREAS**, before proceeding further with its consideration of this matter or the negotiation of a sale, GARAA believes that it should first obtain from the Federal Aviation Administration a release of the Tracts of Land from all prohibitions, restrictions, and limitations thereon;

**THEREFORE, IT IS RESOLVED BY THE GARAA THAT:**

1. It has determined, after careful review and study, that: The Tracts of Land is not currently needed, or being used, for any direct, general, or specific aeronautical or governmental purpose or purposes related to the safe or efficient operation of the Asheville Regional Airport; there is no reasonable or realistic expectation that it will be needed in the future for any such direct, general, or specific aeronautical purpose or purposes; the Tracts of Land is currently held in private (not governmental) use and is surplus property; and the proceeds from its sale would be beneficial and helpful to the GARAA in its development, operation, and maintenance of the Asheville Regional Airport.

2. GARAA hereby respectfully requests that the Federal Aviation Administration, on behalf of itself and the federal government, release the Tracts of Land from any and all federal prohibitions, restrictions, and limitations thereon, so that the Airport Authority or any successor thereof may consider and pursue the possible sale, lease, sale with an option to purchase, or other disposition of the Tract of Land.

**Adopted this 11<sup>th</sup> day of January, 2013**

**THE GREATER ASHEVILLE REGIONAL  
AIRPORT AUTHORITY**

By: \_\_\_\_\_  
David R. Hillier, Chair

**ATTEST:**

\_\_\_\_\_  
Ellen M. Heywood, Clerk To The Board

**DIRECTOR'S REPORT:** The Director remarked that although the agenda did not have any Director's Report items, there were a few items to report.

**A. Introduction to Passenger Loyalty Program:** The Director advised the Board that Tina Kinsey and her staff have been working on implementing a passenger loyalty program at the airport. Staff has determined that a home-grown program would

be too cost prohibitive so a program called Thanks Again will roll out hopefully on April 1<sup>st</sup>. The program is tied to credit card purchases for parking and concessions and the dollars spent are converted into points for passengers to use as airline miles and/or vouchers for concessions or parking. The Thanks Again program is anticipated to cost the Authority \$15,000 per year.

**B. Radio Replacement:** Staff has finalized radio replacements for the airport from analog to digital. The project was originally budgeted for \$200,000 over a three-year period but staff was able to complete the project a year earlier and at a savings of \$38,000 for a total cost of \$162,000.

**C. News Articles:** The Director informed the Board that there were a couple of aviation related news articles at their seats as well as a marketing brochure prepared by Marketing staff. The brochure entitled AVL Today, highlights the airport and demonstrates the economic impact the airport has on the community.

**D. Fiber Cable:** Installation of fiber cable throughout the airport campus has been completed. Seven tenants have signed up to purchase telephone and internet service from the Authority thus enabling the Authority to begin recouping the approximately \$28,000 expense for installation of the cable. Staff planned to use the fiber cable to provide cable television service to the terminal building for passengers. There has been a delay with this due to Charter Cable not wanting to honor their contractual offer. Staff is trying to work this issue out with Charter Communications.

**E. Contingency Spending:** The Director reported that approximately \$3,500 was spent from contingency mainly due to the ARFF station. Since the ARFF project does not yet have an approved budget, expenses for advertising for the bid solicitation along with fees for county planning and city water department reviews were paid from contingency. These expenses are reimbursable under the FAA grant and staff hopes to bring the project to the Board in February for award of the construction contract and approval of the budget for the project.

**INFORMATION SECTION:** No comments

The Chair called for a break at 8:53 a.m. to arrange for interviews of prospective Authority At Large member.

The Board reconvened at 9:00 a.m.

## **AUTHORITY MEMBERS REPORTS:**

### **A. Interviews of Candidates for Authority Board At Large Vacancy:**

Individual interviews of the three candidates for the At Large vacancy were conducted. The Chairman informed each of the candidates that he would be in contact with them regarding the Board's decision. As there were several qualified candidates interviewed and it was an important decision to make, Board Members thought it best to review their notes before a candidate was selected.

**B. AAAE Annual Conference:** The Chair mentioned that he had reviewed the conference schedule distributed at the December Board Meeting, and expressed interest in attending the AAAE Annual Conference in May.

Mr. Roberts also stated he would be interested in attending the AAAE Annual Conference.

Mr. Tate stated that he would defer to the Director's opinion on which conference would be most beneficial and requested a copy of the conference schedule.

**C. Discussion on Meeting w/City and State Officials:** The Chair stated that Representative McGrady has been working to coordinate a meeting among himself, City Council Vice-Mayor, state officials, and the Authority Chair, staff and legal counsel to help clear the way for the Authority to move forward as an independent Authority. The Director advised the Board that he hopes to engage the services of a former FAA employee who is now a consultant, to offer guidance on the best approach with the FAA regarding the Ag Center property.

**D. Review of First Draft of By-Laws:** Cindy Rice distributed a first draft of By-Laws for the Greater Asheville Regional Airport Authority that was prepared by Mr. Buchanan. Ms. Rice informed the Board that a lot of information that was in the old By-Laws is now covered in Session Law 2012-121 and is not necessary in the new By-Laws. Ms. Rice also stated that Mr. Buchanan is happy to receive comments or questions from the Board Members regarding the By-Laws.

The Chair commented that Section 1 (iv) could be worded to read "act in good faith and what each Board Member perceives to be in the best interest of the Authority." The Chair further stated that it may be appropriate to substitute Clerk to the Board for Chair



or Vice-Chair in the second sentence of Section 4, as well as in Section 5. The Chair also suggested that the date in Section 7 should be June 30<sup>th</sup> or until the successors are appointed, whichever comes first. The Chair stated that he would bring these suggestions to Mr. Buchanan's attention.

Ms. Thompson stated that the By-Laws don't indicate how the other six members are appointed. The Chair responded that this information was included in the Session Law. Ms. Thompson was of the opinion that the By-Laws should have a statement to that effect and suggested wording be included that states the other six members are appointed as outlined in the legislation. Ms. Rice agreed to mention this to Mr. Buchanan.

The Chair suggested that the Board Members review the By-Laws and send any comments or questions to Mr. Buchanan.

**PUBLIC AND TENANTS' COMMENTS:** None

**CALL FOR NEXT MEETING:** The next meeting of the Board will be February 15, 2013.

**APPROVAL OF THE GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY**

**DECEMBER 14, 2012 CLOSED SESSION MINUTES:** The December 14, 2012 Closed Session minutes were distributed to the Board Members for review. Mr. Piccirillo moved to approve the Greater Asheville Regional Airport Authority December 14, 2012 Closed Session Minutes and to seal and withhold the minutes for such closed session from public inspection so long as public inspection would frustrate its purpose or purposes thereof. Mr. Roberts seconded the motion and it carried unanimously.

**ADJOURNMENT:** Mr. Roberts moved to adjourn the meeting at 10:19 a.m. Ms. Thompson seconded the motion and it carried unanimously.

Respectfully submitted,

Ellen Heywood  
Clerk to the Board

Approved:

David R. Hillier  
Chair



## MEMORANDUM

TO: Members of the Airport Authority

FROM: Lew Bleiweis, Executive Director

DATE: February 15, 2013

### ITEM DESCRIPTION – New Business Item A

Approval of Amendment No. 1 to the Management and Operation of Public Parking Facilities Agreement with Standard Parking Corporation

### BACKGROUND

During the Fall of 2007, staff solicited bids for the management and operation of the public parking facilities at Asheville Regional Airport. In January 2008, the Board approved the final rankings of the bid submittals; authorized staff to negotiate a final contract; and authorized the Airport Director to execute the necessary agreement. The top ranking and ultimate contract was awarded to Standard Parking Corporation.

The bid documents proposed a contract term of five years with a five-year option at the sole discretion of the Authority. When the final contract document was created, the five-year option was inadvertently omitted from the agreement.

The current contract expires April 30, 2013. Either a contract amendment extending the term of the contract needs to be approved or staff needs to prepare for a new bid process in order to meet the expiration time period.

Standard Parking is doing an excellent job and staff is pleased with their performance.

The airport master plan project is currently underway with a completion date estimated to be March 2013. One of the major components of the master plan is future parking needs and facilities.

Staff is recommending extending the current parking contract for two years with three one-year options. This extension will provide staff the time and opportunity to evaluate

New Business – Item A



the master plan parking recommendations and develop the appropriate course of action for long term needs.

## **ISSUES**

The current agreement with Standard Parking Corporation does not have the option for a five-year contract extension as originally proposed in the public bid documents. This combined with the timing of the completion of the airport master plan places the Authority in possible limbo for a new parking lot operator.

## **ALTERNATIVES**

One alternative is to bid the contract with a short term expiration whereby the future of the parking lot facilities could then be incorporated into another bid process. Or a second alternative is to go month to month with the current operator.

## **FISCAL IMPACT**

An extension to the current contract will provide a similar revenue stream the Authority has been receiving for the past four years. It is undetermined what type of revenues and expenses would be realized under a new bid process.

## **RECOMMENDED ACTION**

It is respectfully requested that the Airport Authority Board resolve to (1) approve Amendment No. 1; and (2) authorize the Executive Director to execute the necessary documents.

Attachment

**AMENDMENT No. 1**

**TO MANAGEMENT and OPERATIONS of PUBLIC PARKING FACILITIES**

THIS FIRST AMENDMENT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2013, by and between ASHEVILLE REGIONAL AIRPORT AUTHORITY, hereinafter referred to as Authority, and STANDARD PARKING CORPORATION hereinafter referred to as Manager.

W I T N E S S E T H:

WHEREAS, the parties hereto have previously entered into a Management and Operations of Public Parking Facilities Agreement ("Agreement") on May 1, 2008 for the management and operation of the public parking facilities at the Asheville Regional Airport ("Airport"); and

WHEREAS, Manager is engaged in and has significant experience in the business of managing and operating airport public parking facilities

WHEREAS, under the existing Agreement, Manager operates and manages the public parking facilities for the Authority; and

WHEREAS, the term under the existing Agreement is for five years and is set to expire April 30, 2013; and

WHEREAS, the Authority and Manager desire to extend the Agreement for up to another five years; and

WHEREAS, by an Agreement dated November 29, 1979, and entered into by and between the County of Buncombe and the City of Asheville ("1979 Agreement"), the Asheville Regional Airport Authority ("Authority") was created as a joint agency pursuant to Article 20 of Chapter 160A of the General Statutes of North Carolina; and

WHEREAS, the County of Buncombe and the City of Asheville entered into a Restated and Amended Airport Authority Agreement dated January 22, 2008 ("2008 Agreement"); and

WHEREAS, the Greater Asheville Regional Airport Authority ("GARAA") was created pursuant to Session Law 2012-121 by the General Assembly of North Carolina on June 28, 2012; and

WHEREAS, the Agreement between Manager and Authority needs to be assigned to GARAA; and

WHEREAS, Manager and GARAA request such changes to be effective immediately, and for the remainder of the Agreement;

NOW, THEREFORE, in consideration of the foregoing, the parties hereby agree that the Agreement be amended, effective upon execution, as follows:

**1. Article IV, Term Of Agreement, Section 4.01, Term is hereby deleted in its entirety and replaced with the following:**

4.01 **Term.** The term of this Agreement shall commence at 12:01 a.m., local time, on May 1, 2008, and terminate at midnight, local time, on April 30, 2013, subject to earlier termination as provided for in this Agreement. The Term of this Agreement may be extended at the sole discretion of Authority for a two-year term with three one-year options for a total of up to five years. Agreement shall terminate no later than April 30, 2018.

**2. Article XIV, Assignment and Subcontracting is hereby amended to include the following:**

14.02 Manager acknowledges that on June 28<sup>th</sup>, 2012, the General Assembly of North Carolina enacted Session Law 2012-121, House Bill 552 creating The Greater Asheville Regional Airport Authority. GARAA shall be a body corporate and politic having the powers, authority, and jurisdiction to operate and manage the Airport. Authority shall assign, and GARAA shall assume, all of Authority's interest. Such assignment and assumption to be effected in such manner as shall be determined by Authority in its sole discretion and without need for consent by Manager. All references to Authority in this Permit shall mean and refer to GARAA. Notwithstanding the foregoing, however, Authority shall not be released from any of its obligations or liabilities under this Agreement.

**3. Article XVIII, General Provisions is hereby amended as follows:**

18.13 **Notices.**

**For Authority**  
The Greater Asheville Regional Airport Authority  
61 Terminal Drive, Suite 1  
Fletcher, NC 28732  
Attn: Executive Director

4. All other terms of this Management and Operations of Public Parking Facilities Agreement not specifically amended shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto by their duly authorized officers have caused this Amendment to be executed in their names and their seals to be affixed hereto as of the day and year first above written.

**STANDARD PARKING  
CORPORATION**

**THE GREATER ASHEVILLE  
REGIONAL AIRPORT AUTHORITY**

BY: \_\_\_\_\_

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

Lew Bleiweis, AAE

TITLE: \_\_\_\_\_

Executive Director



---

## MEMORANDUM

TO: Members of the Airport Authority

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

DATE: February 15, 2013

### ITEM DESCRIPTION – New Business Item B

Approve Aircraft Rescue Firefighting Facility Construction Project, and Contract for Construction with Goforth Builders, Inc.

### BACKGROUND

The need to replace the existing Aircraft Rescue and Firefighting (ARFF) Facility with a new, larger facility, which would also serve Airport Police and Communication Center operations has previously been presented to and discussed with the Airport Board. The Board previously approved a contract with LPA/Michael Baker Corporation for the design of the facility.

The construction of the new ARFF facility was publicly advertised on January 3<sup>rd</sup>. A pre-bid meeting was held for interested contractors on January 22<sup>nd</sup>, with 17 prospective bidders in attendance. Bids were opened on February 8<sup>th</sup>, with a total of four bids received. The lowest responsive bid was submitted by Goforth Builders, Inc. in the amount of \$4,122,500, including all additive alternate items. The bid tabulation is attached. An additional 10 percent allowance for miscellaneous costs and potential overages during construction is recommended for this project, bringing the total estimated cost of construction to \$4,534,750.

In staff's earlier presentation to the Board on this project, the issue over the inclusion of a fifth vehicle apparatus bay was discussed. Although the FAA determined the fifth bay was an eligible expense under the AIP program, it was unknown whether adequate funds would be available, and the potential existed for the Authority to use its own funds for this addition. Since that presentation, additional federal and state monies are available for this project to cover the cost of this additional component of the building.

New Business – Item B



## **ISSUES**

None.

## **ALTERNATIVES**

The Board could elect not to proceed with this project, which would result in the continued long term occupancy of the existing Public Safety Facility (ARFF facility). Capital will be required to be spent on the building in order to maintain its suitability for occupancy by the Authority. This will also put in question the future replacement of ARFF apparatus, scheduled again in 2016, as modern ARFF equipment will not fit into the existing building due to its dimensions.

## **FISCAL IMPACT**

The FY2012/2013 budget includes the ARFF Facility at a cost of \$4,309,291, to be funded with \$2,145,462 of FAA AIP Entitlements, \$750,000 of NC DOT funds, \$1,305,159 of currently approved Passenger Facility Charges (PFC), \$25,170 of future PFC funds, and \$83,500 of Authority funds. The current estimated cost of construction of the ARFF Facility is \$4,534,750, to be funded with \$2,933,979 of FAA AIP Entitlement funds, \$1,300,000 of NCDOT funds, and \$300,771 of currently approved PFC funds. As a result, an amendment to the FY2012/2013 budget is required.

## **RECOMMENDED ACTION**

It is respectfully requested that the Airport Authority Board resolve to (1) approve the Aircraft Rescue Firefighting Facility construction project, with a budget of \$4,534,750; (2) approve the contract with Goforth Builders, Inc. in the amount of \$4,122,500 (\$4,007,398, plus \$115,102 in refundable sales tax); (3) authorize the Executive Director to execute the necessary documents; and (4) amend the FY2012/2013 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, 2013:





Section 1. To amend the appropriations as follows:

**EXPENDITURES:**

	<u>Decrease</u>	<u>Increase</u>
Capital Improvements		\$225,459
Contingency		168,159
Totals	<u>\$0</u>	<u>\$396,618</u>

This will result in a net increase of \$393,618 in the appropriations. Revenues will be revised as follows:

**REVENUES:**

	<u>Decrease</u>	<u>Increase</u>
Federal Grants – AIP Entitlement Funds		\$788,517
NC Department of Transportation Grants		550,000
Passenger Facility Charges	\$300,000	
Transfer from GARAA Cash	644,899	
Totals	<u>\$944,899</u>	<u>\$1,338,517</u>

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Greater Asheville Regional Airport Authority, and to the Budget Officer and to the Finance Officer for their direction.

Adopted this 15<sup>th</sup> day of February, 2013.

\_\_\_\_\_  
 David Hillier, Chair

Attested by:

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

**Greater Asheville Regional Airport Authority - Bid Tabulation**

Project Name: **Aircraft Rescue and Fire Fighting Facility**

Date/Time: **Friday, February 08, 2013**

**10:00AM**

	Company Name & Address	Acknowledgement of Addendum(s)	Bid Bond	Base Bid	Bid Alt 1	Bid Alt 2	Bid Alt 3	Bid Alt 4	Sales Tax	Total Bid
1	Goforth Builders, Inc. 190 Charlotte Highway Asheville, NC 28803	3	Yes	\$3,793,288	\$174,825	\$32,921	\$2,665	\$3,699	\$115,102	\$4,122,500
2	Cooper Construction Company 761 S. Allen Road Flat Rock, NC 28731	3	Yes	\$4,330,000	\$141,500	\$44,600	\$3,800	\$4,700	Not Provided	\$4,524,600
3	Hickory Construction Company 1728 9th Avenue, NW Hickory, NC 28603	3	Yes	\$3,956,065	\$148,551	\$42,974	\$3,908	\$4,650	\$102,252	\$4,258,400
4	Brantley Construction Company, LLC 291 Plott Drive Canton, NC 28716	3	Yes	\$4,199,120	\$144,700	\$38,850	\$3,311	\$4,400	\$ 70,519	\$4,460,900
5										

The bid summary is certified to be true and correct to the best of my knowledge.

M. A. Reisman  
 Michael A. Reisman, Deputy Executive Director, Development & Operations  
 Greater Asheville Regional Airport Authority

Date: 2-12-13

Bid Alternate 1: Fifth Vehicle Bay  
 Bid Alternate 2: LED Lighting  
 Bid Alternate 3: Stucco Veneer and Retaining Wall  
 Bid Alternate 4: 96 Hour Fuel Tank/Generator



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## MEMORANDUM

TO: Members of the Airport Authority

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

DATE: February 15, 2013

### ITEM DESCRIPTION – New Business Item C

Approval of a Utility Easement Agreement for the new ARFF Station Project

### BACKGROUND

In conjunction with the approval of the ARFF Station agenda item, permanent electrical utilities need to be extended to the building site to accommodate the new construction.

### ISSUES

Progress Energy requires a new easement agreement be executed prior to the extension of electrical utilities for this project (see attachment).

### ALTERNATIVES

None

### FISCAL IMPACT

None

### RECOMMENDED ACTION

It is respectfully requested that the Authority Board resolve to (1) approve the proposed easement agreement with Progress Energy for the electrical utility extension for the new Aircraft Rescue Fire Fighting Station Project; and (2) authorize the Executive Director to execute the necessary documents.

Attachment

New Business – Item C

EASEMENT

NORTH CAROLINA

BUNCOMBE COUNTY

PIN: 9643-52-1970-00000 & 9643-62-1636-00000

THIS EASEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, from GREATER ASHEVILLE REGIONAL AIRPORT AUTHORITY A/K/A ASHEVILLE REGIONAL AIRPORT AUTHORITY, hereinafter referred to as GRANTOR (whether one or more), to PROGRESS ENERGY CAROLINAS, INC., a North Carolina public service corporation, hereinafter referred to as PEC;

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 PEC, its successors and assigns, the right, privilege, and easement to go in and upon the land of GRANTOR situated in Asheville Township of said County and State, 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 the unrecorded lease agreement entitled "RESTATED AND AMENDED CITY-AIRPORT AUTHORITY LEASE AGREEMENT", dated January 22, 2008, 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; and shown as Lease Tract IV on a Plat, dated October 1, 2003, entitled "Carolina Aviation Inc.", and recorded in Plat Book 92, Page 11, all Buncombe County Registry, LESS AND EXCEPT any prior out-conveyances, and to construct, maintain, and operate electric and/or communication facilities thereon consisting of poles, cables, wires, underground conduits, enclosures, and other pertinent facilities within an easement area ten (10) feet wide, together with an area ten (10) feet wide on all sides of the foundation of any enclosure, with the right to do all things necessary, including, but not being limited to, the right: (a) to enter said easement area at all times over the adjacent land to inspect, repair, maintain, and alter said facilities; and (b) to keep said easement area cleared of trees, shrubs, undergrowth, buildings, structures, and obstructions. The center line of the facilities shall be the center line of said easement area. **PEC shall not install facilities outside of said easement area without obtaining another EASEMENT.**

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 PEC, 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

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

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

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

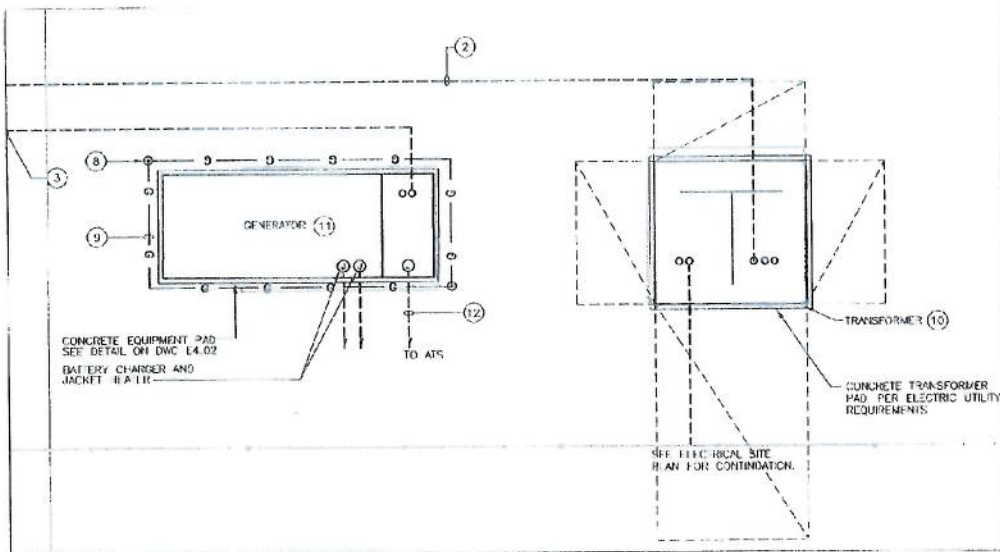
I, \_\_\_\_\_, a Notary Public of \_\_\_\_\_ County, North Carolina, certify that \_\_\_\_\_ personally appeared before me this day and acknowledged that he/she is \_\_\_\_\_, of Greater Asheville Regional Airport Authority a/k/a Asheville Regional Airport Authority, a corporation, and being authorized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

Witness my hand and notarial seal, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

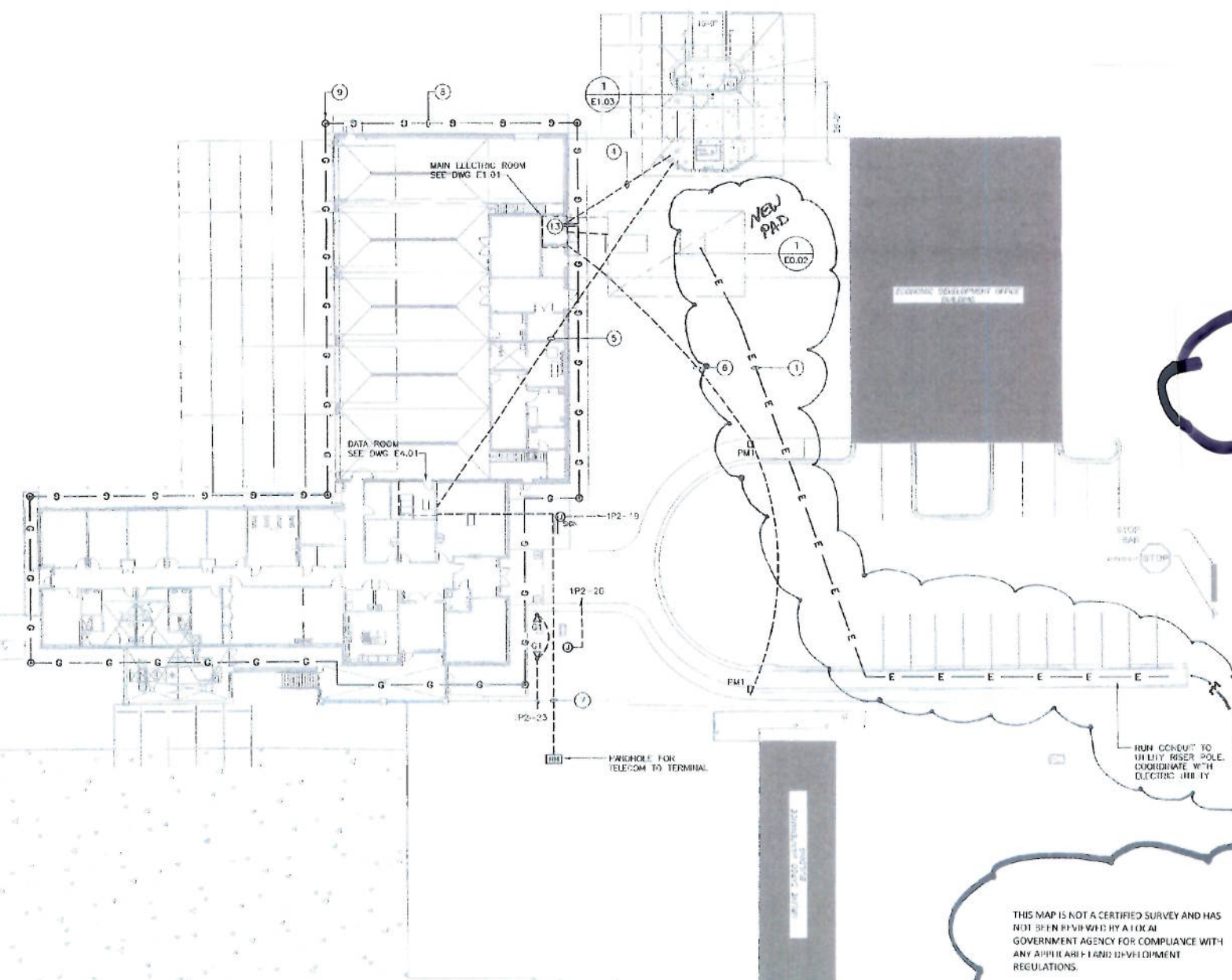
(Notary Seal)

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



1 ELECTRIC SITE PART PLAN  
SCALE: 1/4"=1'-0"

- 1-2" CONDUIT AND 1-1/2" CONDUIT FOR POWER CIRCUITS TO TRIPULATOR. SEE DRAWING E1.03 FOR ADDITIONAL INFORMATION.
- 2-2" CONDUITS FOR DATA COMMUNICATIONS TO TRIPULATOR. SEE DRAWING E1.03 FOR ADDITIONAL INFORMATION.
- 1" CONDUIT WITH 2#12, 1#12 GND FOR SITE LIGHTING (TYPICAL FOR ALL LIGHT POLES).
- 2#4" CONDUITS WITH FULLERING FOR DATA CABLING TO TERMINAL BUILDING. TERMINATE CONDUITS IN HANDICAP. COORDINATE EXACT LOCATION WITH THE OWNER PRIOR TO INSTALLATION.
- 3/8" O.D. BARE TINNED COPPER GROUND CONDUCTOR BURIED MINIMUM 36" BELOW GRADE.
- 3/4" X 10'-0" COPPER/CLAD GROUND ROD WITH EXOTHERMICALLY WELDED CONNECTIONS (TYPICAL).
- PAD MOUNTED TRANSFORMER BY ELECTRIC UTILITY. PROVIDE CONCRETE EQUIPMENT PAD AND GROUNDING PER ELECTRIC UTILITY REQUIREMENTS. COORDINATE WITH ELECTRIC UTILITY PRIOR TO INSTALLATION.
- DIESEL ENGINE GENERATOR WITH OUTDOOR WEATHERPROOF SOUND ATTENUATED ENCLOSURE NITEL TO SPECIFICATION SECTION 263213.
- 1" CONDUIT WITH 4#12, 1#12 GND FROM GENERATOR CONTROL PANEL TO ATS FOR ENGINE START. COORDINATE EXACT START UP LOCATION WITH EQUIPMENT SHOP DRAWING.
- PROVIDE 5 FOOT SLACK FOR CONNECTION OF GROUND ROD TO MAIN GROUND BAR. TWO CONDUCTORS FROM THE GROUND GRID TO THE GROUND BAR ARE REQUIRED. REFER TO SYSTEM GROUNDING DETAIL ON E5.00 FOR ADDITIONAL GROUNDING REQUIREMENTS.
- RELOCATED GATE AND GATE OPERATOR. CONFIRM ELECTRICAL REQUIREMENTS AND FEED GATE MOTOR FROM PANEL MOP IN MAIN ELECTRIC ROOM.
- PROVIDE 2" CONDUIT FROM GATE OPERATOR TO DATA ROOM FOR COMMUNICATIONS CABLING.



**EXHIBIT A**

WR # 424374  
Asheville Regional Airport  
Aircraft Rescue and  
Fire Fighting Facility  
136 Wright Brothers Way  
Asheville, NC

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.

**Asheville**  
REGIONAL AIRPORT  
Greater Asheville Regional Airport Authority  
81 Terminal Drive • Suite 1  
Fletcher, NC 28732  
Phone: (828) 684-2226 • Fax: (828) 684-3404

**THE LPA GROUP**  
A Unit of Michael Baker Corporation  
700 Huger Street  
COLUMBIA, SOUTH CAROLINA 29201  
PO BOX 5805  
COLUMBIA, SOUTH CAROLINA 29250-5805  
Phone: (803) 254-2111 Fax: (803) 779-0482

**RMF ENGINEERING, INC.**  
194 SEVEN FARMS DRIVE  
SUITE G  
CHARLESTON, SOUTH CAROLINA  
PHONE: 843-971-9639  
FAX: 843-971-9641  
MFC PROJECT NO. 311161AD

**The LPA Group of North Carolina, P.A.**  
7800 Airport Center Drive, Suite 100  
Greensboro, NC 27409  
Phone: (336) 933-1500 • Fax: (336) 931-1501

**Broadbooks Associates, P.A.**  
184 East Chestnut Street, Suite 1  
Asheville, NC 28801  
Phone: (828) 252-9133 • Fax: (828) 255-0140

**Baker LPA Architects, P.C.**  
700 Huger Street • Columbia, SC 29201  
PO Box 5805 • Columbia, SC 29250-5805  
Phone: (803) 254-2226 • Fax: (803) 779-0482

**Mabry Engineering Assoc.**  
840 South Street  
Suite 100  
West Columbia, SC 29169  
Phone: (803) 926-9000 • Fax: (803) 926-7600

**RMF Engineering**  
194 Seven Farms Drive, Suite G  
Columbia, SC 29402  
Phone: (843) 971-9639 • Fax: (843) 971-9641

REVISIONS			
No.	Description	Date	By
A	Schematic Design	09/30/2011	DMS
B	Design Development	07/27/2012	DMS
C	90% Construction Documents	10/24/2012	DMS
D	100% Construction Documents	11/30/2012	DMS

Prepared by: SIY  
Checked by: BAC

**Aircraft Rescue and Fire Fighting Facility**  
FAA Project Number #

**ELECTRICAL SITE PLAN**

UPL Project File No: 124195  
Date: 11/30/2012



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## MEMORANDUM

TO: Members of the Airport Authority

FROM: Lew Bleiweis, A.A.E., Executive Director

DATE: February 15, 2013

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

December, 2012 Traffic Report – Asheville Regional Airport

### **SUMMARY**

December 2012 overall passenger traffic numbers were down 16.2% compared to the same period last year. Passenger traffic numbers reflect a 16.3% decrease in passenger enplanements from December 2011. Enplanements for Fiscal Year to Date total 169,172 which is a 18.73% decrease over the same period last year.

### **AIRLINE PERFORMANCE**

Delta Airlines: Delta's December 2012 enplanements decreased by 9.5% compared to December 2011. There were no flight cancellations for the month.

United Airlines: In December 2012, United Airlines saw a decrease in enplanements by 10.5% over the same period last year. There were no flight cancellations for the month.

US Airways: US Airways' December 2012 passenger enplanements represent a 10.9% decrease over the same period last year. There were six (6) flight cancellations for the month.

# Monthly Traffic Report Asheville Regional Airport

December 2012



Category	Dec 2012	Dec 2011	Percentage Change	*CYTD-2012	*CYTD-2011	Percentage Change	*MOV12-2012	*MOV12-2011	Percentage Change
<b>Passenger Traffic</b>									
Enplaned	23,209	27,737	-16.3%	317,674	362,295	-12.3%	317,674	362,295	-12.3%
Deplaned	<u>23,265</u>	<u>27,691</u>	-16.0%	<u>316,174</u>	<u>359,382</u>	-12.0%	<u>316,174</u>	<u>359,382</u>	-12.0%
<b>Total</b>	<b>46,474</b>	<b>55,428</b>	<b>-16.2%</b>	<b>633,848</b>	<b>721,677</b>	<b>-12.2%</b>	<b>633,848</b>	<b>721,677</b>	<b>-12.2%</b>
<b>Aircraft Operations</b>									
Airlines	381	276	38.0%	3,691	3,476	6.2%	3,691	3,476	6.2%
Commuter /Air Taxi	<u>812</u>	<u>1,180</u>	-31.2%	14,193	17,433	-18.6%	14,193	17,433	-18.6%
<b>Subtotal</b>	<u>1,193</u>	<u>1,456</u>	-18.1%	<u>17,884</u>	<u>20,909</u>	-14.5%	<u>17,884</u>	<u>20,909</u>	-14.5%
General Aviation	2,507	2,727	-8.1%	39,191	37,267	5.2%	39,191	37,267	5.2%
Military	<u>269</u>	<u>180</u>	49.4%	<u>4,587</u>	<u>3,840</u>	19.5%	<u>4,587</u>	<u>3,840</u>	19.5%
<b>Subtotal</b>	<u>2,776</u>	<u>2,907</u>	-4.5%	<u>43,778</u>	<u>41,107</u>	6.5%	<u>43,778</u>	<u>41,107</u>	6.5%
<b>Total</b>	<b>3,969</b>	<b>4,363</b>	<b>-9.0%</b>	<b>61,662</b>	<b>62,016</b>	<b>-0.6%</b>	<b>61,662</b>	<b>62,016</b>	<b>-0.6%</b>
<b>Fuel Gallons</b>									
100LL	8,209	7,500	9.5%	164,686	185,190	-11.1%	164,686	185,190	-11.1%
Jet A (GA)	82,952	61,839	34.1%	1,094,055	1,192,838	-8.3%	1,094,055	1,192,838	-8.3%
<b>Subtotal</b>	<u>91,161</u>	<u>69,339</u>	31.5%	<u>1,258,741</u>	<u>1,378,028</u>	-8.7%	<u>1,258,741</u>	<u>1,378,028</u>	-8.7%
Jet A (A/L)	<u>127,452</u>	<u>225,479</u>	-43.5%	<u>2,318,387</u>	<u>3,251,904</u>	-28.7%	<u>2,318,387</u>	<u>3,251,904</u>	-28.7%
<b>Total</b>	<b>218,613</b>	<b>294,818</b>	<b>-25.8%</b>	<b>3,577,128</b>	<b>4,629,932</b>	<b>-22.7%</b>	<b>3,577,128</b>	<b>4,629,932</b>	<b>-22.7%</b>

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

Tuesday, January 22, 2013



# Airline Enplanements, Seats, and Load Factors

## Asheville Regional Airport

December 2012



	Dec 2012	Dec 2011	Percentage Change	*CYTD-2012	*CYTD-2011	Percentage Change
<b>AirTran Airways</b>						
Enplanements	0	1,487	-100.0%	306	27,668	-98.9%
Seats	0	4,395	-100.0%	468	40,265	-98.8%
Load Factor	#Num!	33.8%	#Type!	65.4%	68.7%	-4.8%
<b>Allegiant Air</b>						
Enplanements	2,543	1,140	123.1%	17,169	1,792	858.1%
Seats	2,844	1,350	110.7%	18,406	2,230	725.4%
Load Factor	89.4%	84.4%	5.9%	93.3%	80.4%	16.1%
<b>American Airlines</b>						
Enplanements	0	0	#Num!	0	2,873	-100.0%
Seats	0	0	#Num!	0	3,684	-100.0%
Load Factor	#Num!	#Num!	#Type!	#Num!	78.0%	#Type!
<b>Continental Airlines</b>						
Enplanements	0	2,099	-100.0%	2,419	24,655	-90.2%
Seats	0	3,050	-100.0%	5,100	35,300	-85.6%
Load Factor	#Num!	68.8%	#Type!	47.4%	69.8%	-32.1%
<b>Delta Air Lines</b>						
Enplanements	9,912	10,947	-9.5%	140,202	153,394	-8.6%
Seats	13,570	13,500	0.5%	175,260	193,999	-9.7%
Load Factor	73.0%	81.1%	-9.9%	80.0%	79.1%	1.2%
<b>United Airlines</b>						
Enplanements	2,078	2,323	-10.5%	45,713	29,349	55.8%
Seats	2,950	3,100	-4.8%	58,710	37,550	56.4%
Load Factor	70.4%	74.9%	-6.0%	77.9%	78.2%	-0.4%

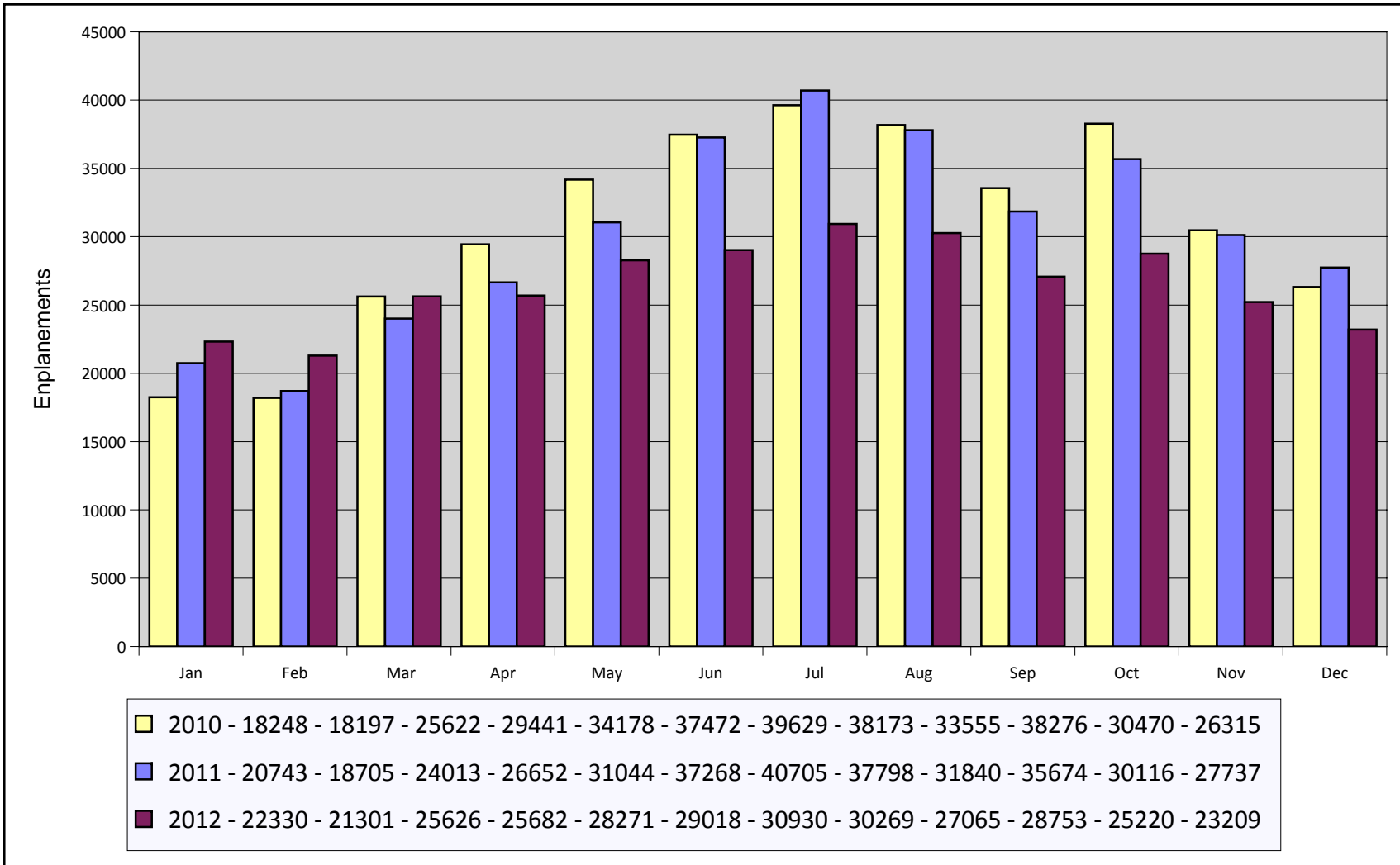
	Dec 2012	Dec 2011	Percentage Change	*CYTD-2012	*CYTD-2011	Percentage Change
<b>US Airways</b>						
Enplanements	8,676	9,741	-10.9%	111,865	119,710	-6.6%
Seats	13,316	12,899	3.2%	156,197	174,519	-10.5%
Load Factor	65.2%	75.5%	-13.7%	71.6%	68.6%	4.4%
<b>Vision Airlines</b>						
Enplanements	0	0	#Num!	0	2,854	-100.0%
Seats	0	0	#Num!	0	5,752	-100.0%
Load Factor	#Num!	#Num!	#Type!	#Num!	49.6%	#Type!
<b>Totals</b>						
Enplanements	23,209	27,737	-16.3%	317,674	362,295	-12.3%
Seats	32,680	38,294	-14.7%	414,141	493,299	-16.0%
Load Factor	71.0%	72.4%	-2.0%	76.7%	73.4%	4.4%

# Airline Flight Completions Asheville Regional Airport December 2012

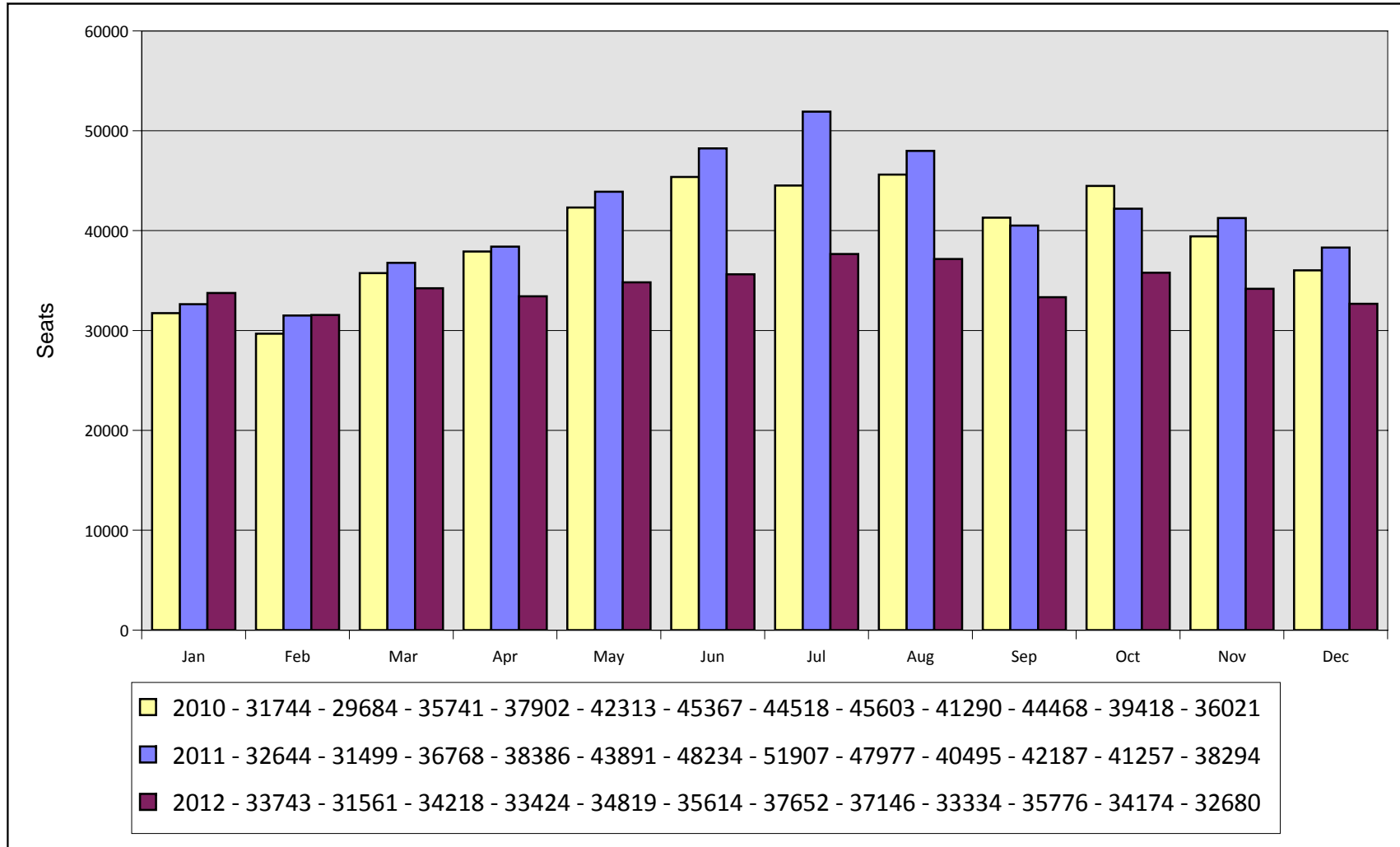


Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Percentage of Completed
			Mechanical	Weather	Other		
Allegiant Air	18	0	0	0	0	0	100.0%
Delta Air Lines	230	0	0	0	0	0	100.0%
United Airlines	62	0	0	0	0	0	100.0%
US Airways	268	0	6	0	0	6	98.1%
<b>Total</b>	<b>578</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>99.0%</b>

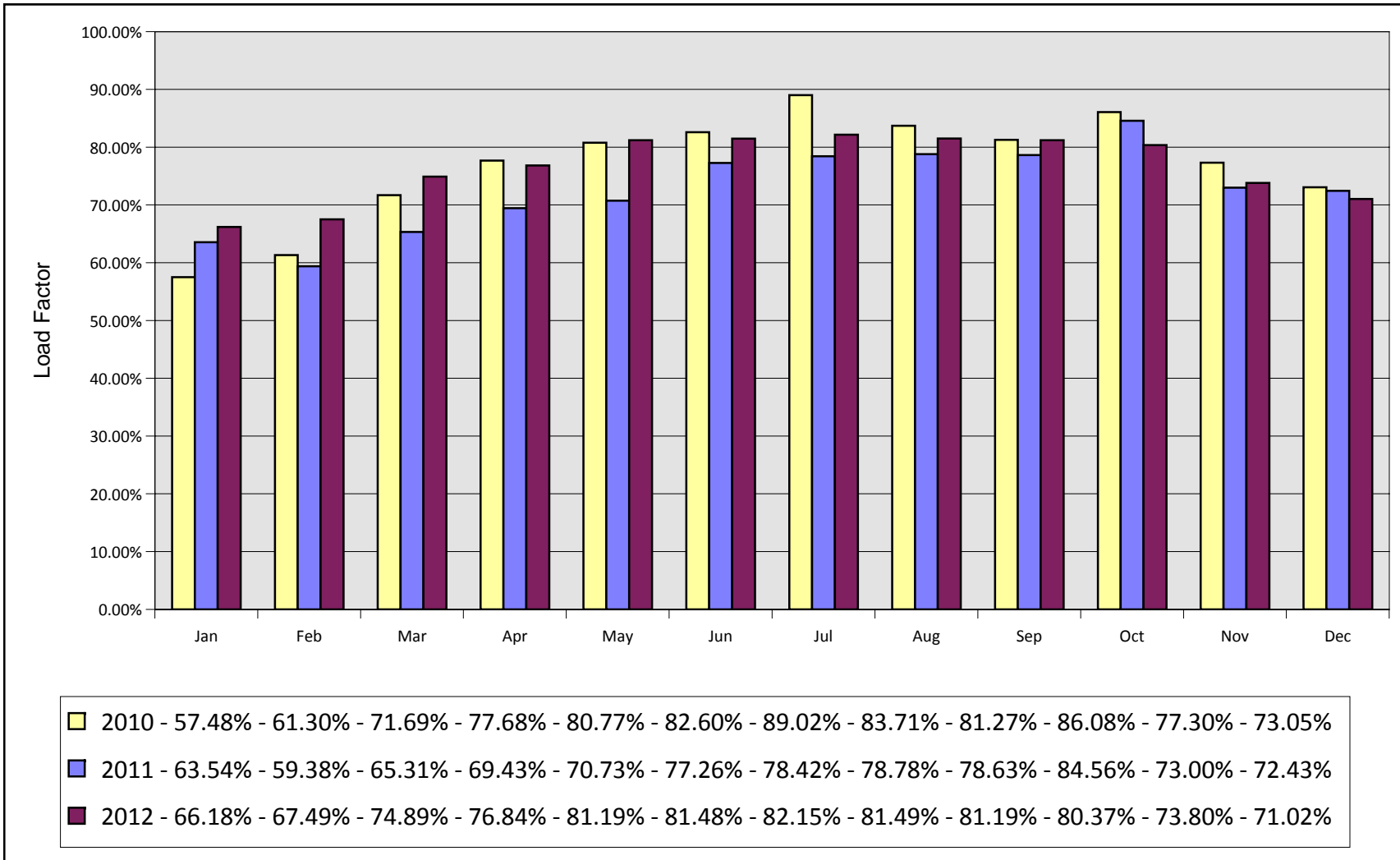
# Monthly Enplanements By Year Asheville Regional Airport



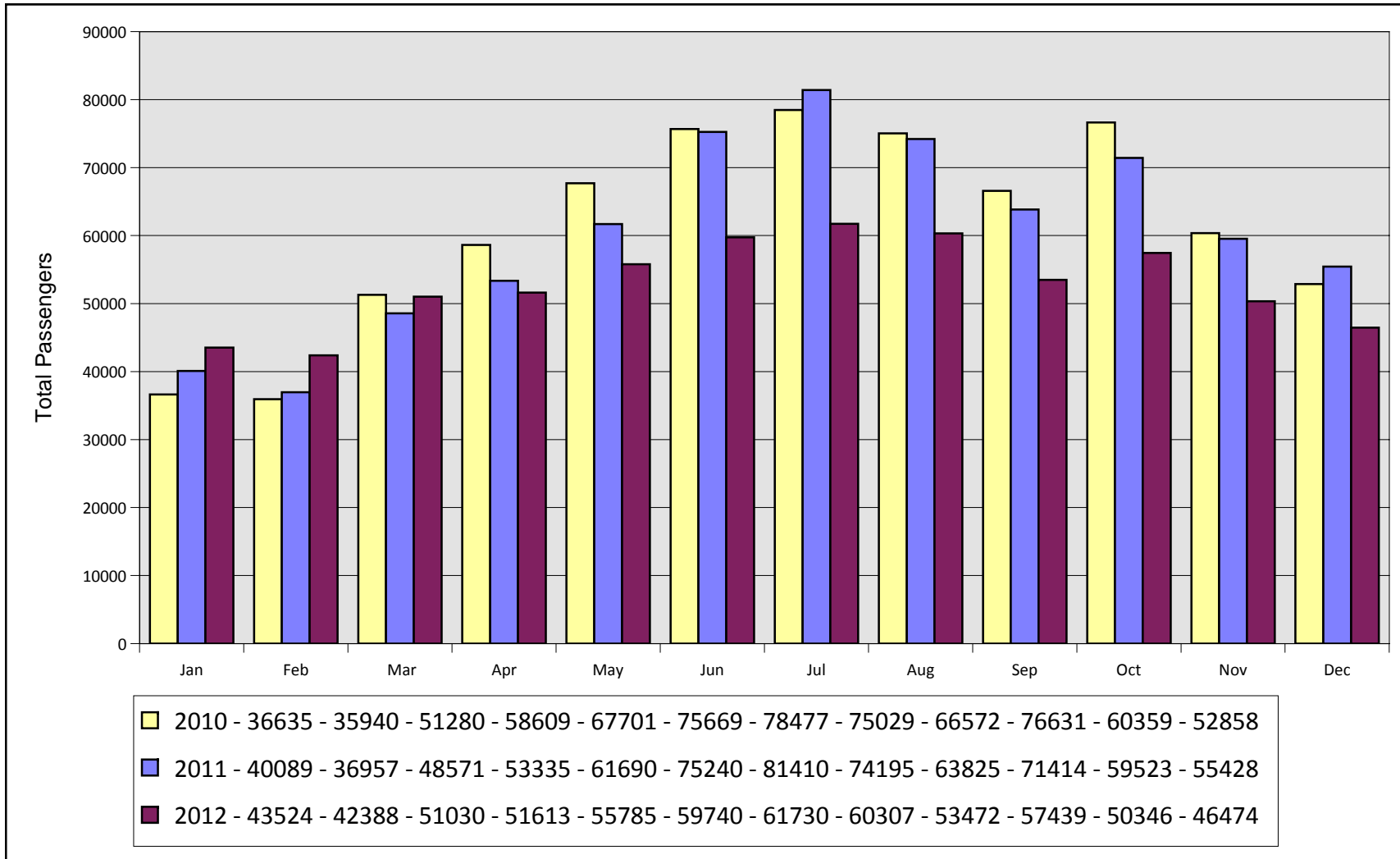
# Monthly Seats By Year Asheville Regional Airport



# Monthly Load Factors By Year Asheville Regional Airport

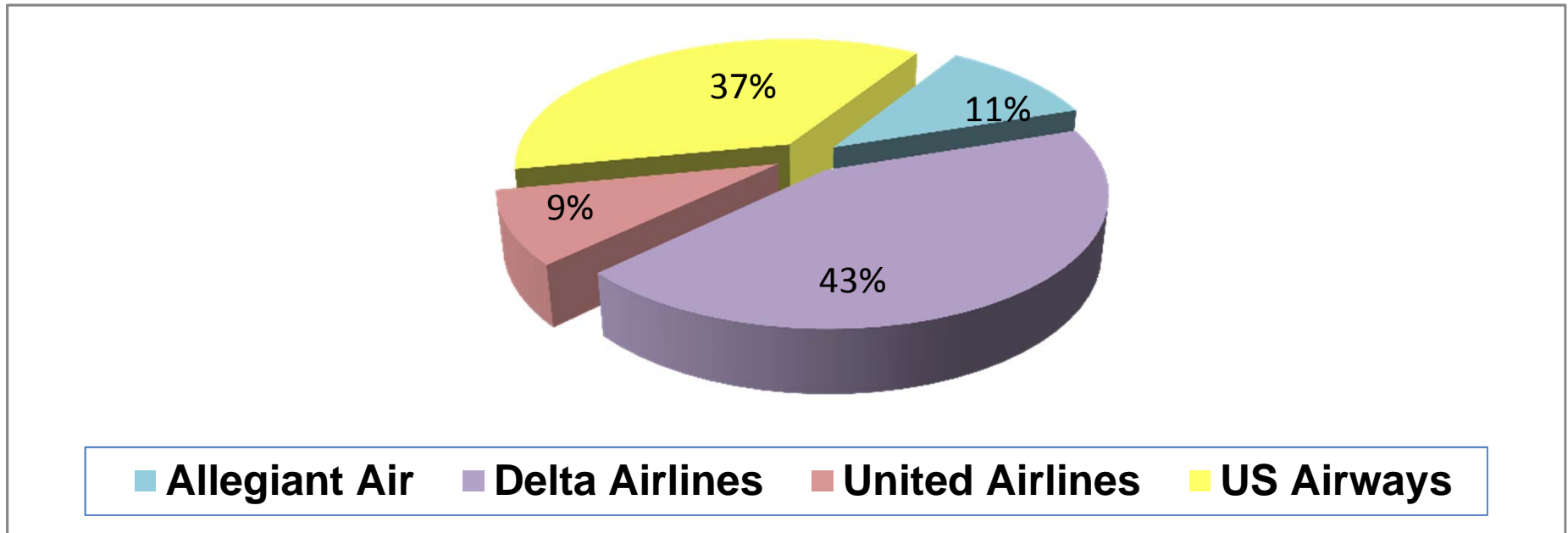


# Total Monthly Passengers By Year Asheville Regional Airport



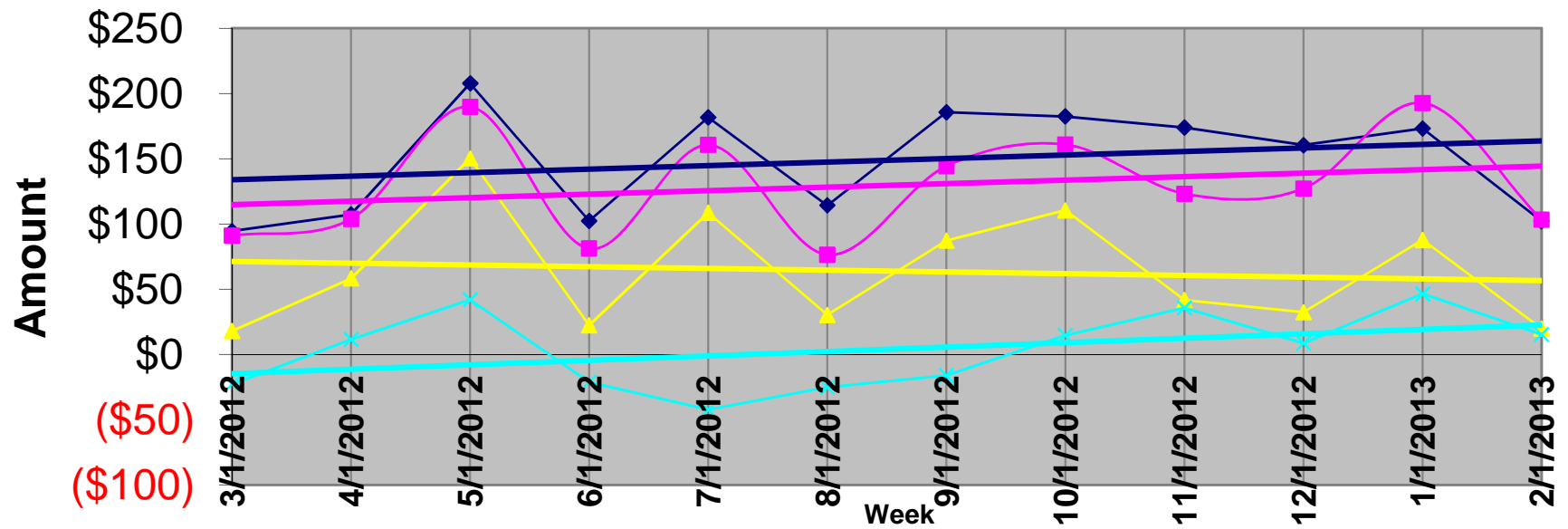
# Airline Market Share Analysis (Enplanements) Asheville Regional Airport

Report Period From December 2012 Through December 2012





## 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 2/1/13**  
**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	\$459	\$453	\$426	\$459	\$409	\$6	\$33	\$0	\$50	
ATL	Atlanta	\$334		\$160	\$298	\$360	\$334	\$174	\$36	(\$26)	
AUS	Austin	\$431	\$293	\$289	\$463	\$395	\$138	\$142	(\$32)	\$36	
BWI	Baltimore	\$317	\$248	\$184	\$218	\$390	\$69	\$133	\$99	(\$73)	
BOS	Boston	\$398	\$278	\$171	\$349	\$392	\$120	\$227	\$49	\$6	
ORD	Chicago	\$316	\$245	\$288	\$271	\$274	\$71	\$28	\$45	\$42	
CVG	Cincinnati	\$350	\$247	\$314	\$354	\$380	\$103	\$36	(\$4)	(\$30)	
CLE	Cleveland	\$424	\$312	\$387	\$251	\$351	\$112	\$37	\$173	\$73	
DFW	Dallas	\$428	\$249	\$294	\$358	\$364	\$179	\$134	\$70	\$64	
DEN	Denver	\$456	\$325	\$401	\$471	\$467	\$131	\$55	(\$15)	(\$11)	
DTW	Detroit	\$397	\$291	\$337	\$384	\$350	\$106	\$60	\$13	\$47	
FLL	Fort Lauderdale	\$428	\$316	\$338	\$420	\$361	\$112	\$90	\$8	\$67	
RSW	Ft. Myers	\$431	\$336	\$394	\$590	\$431	\$95	\$37	(\$159)	\$0	
BDL	Hartford	\$446	\$329	\$293	\$387	\$408	\$117	\$153	\$59	\$38	
IAH	Houston	\$441	\$279	\$423	\$298	\$363	\$162	\$18	\$143	\$78	
IND	Indianapolis	\$390	\$220	\$269	\$467	\$390	\$170	\$121	(\$77)	\$0	
JAX	Jacksonville	\$410	\$258	\$265	\$320	\$272	\$152	\$145	\$90	\$138	
MCI	Kansas City	\$428	\$311	\$253	\$378	\$408	\$117	\$175	\$50	\$20	
LAS	Las Vegas	\$514	\$481	\$426	\$535	\$495	\$33	\$88	(\$21)	\$19	
LAX	Los Angeles	\$479	\$369	\$391	\$493	\$517	\$110	\$88	(\$14)	(\$38)	
MHT	Manchester	\$428	\$348	\$256	\$391	\$392	\$80	\$172	\$37	\$36	
MEM	Memphis	\$416	\$225	\$405	\$411	\$376	\$191	\$11	\$5	\$40	
MIA	Miami	\$428	\$294	\$326	\$430	\$361	\$134	\$102	(\$2)	\$67	
MKE	Milwaukee	\$368	\$331	\$281	\$391	\$401	\$37	\$87	(\$23)	(\$33)	
MSP	Minneapolis/Saint Pa	\$454	\$345	\$398	\$444	\$428	\$109	\$56	\$10	\$26	
BNA	Nashville	\$353	\$333	\$292	\$217	\$289	\$20	\$61	\$136	\$64	
MSY	New Orleans	\$498	\$344	\$368	\$439	\$454	\$154	\$130	\$59	\$44	

LGA	New York	\$272	\$227	\$158	\$249	\$274	\$45	\$114	\$23	(\$2)
EWR	Newark	\$348	\$287	\$198	\$250	\$418	\$61	\$150	\$98	(\$70)
MCO	Orlando	\$410	\$313	\$336	\$293	\$390	\$97	\$74	\$117	\$20
PHL	Philadelphia	\$298	\$365	\$224	\$309	\$390	(\$67)	\$74	(\$11)	(\$92)
PHX	Phoenix	\$469	\$378	\$420	\$484	\$444	\$91	\$49	(\$15)	\$25
PIT	Pittsburgh	\$384	\$271	\$229	\$383	\$390	\$113	\$155	\$1	(\$6)
PDX	Portland	\$479	\$425	\$340	\$534	\$419	\$54	\$139	(\$55)	\$60
PVD	Providence	\$428	\$338	\$176	\$365	\$401	\$90	\$252	\$63	\$27
RDU	Raleigh/Durham	\$390	\$172	\$256	\$400	\$300	\$218	\$134	(\$10)	\$90
RIC	Richmond	\$390	\$224	\$288	\$426	\$290	\$166	\$102	(\$36)	\$100
STL	Saint Louis	\$390	\$236	\$255	\$387	\$390	\$154	\$135	\$3	\$0
SLC	Salt Lake City	\$510	\$496	\$502	\$534	\$569	\$14	\$8	(\$24)	(\$59)
SAT	San Antonio	\$436	\$263	\$272	\$445	\$399	\$173	\$164	(\$9)	\$37
SAN	San Diego	\$469	\$506	\$466	\$528	\$494	(\$37)	\$3	(\$59)	(\$25)
SFO	San Francisco	\$479	\$397	\$419	\$535	\$449	\$82	\$60	(\$56)	\$30
SRQ	Sarasota/Bradenton	\$460	\$374	\$344	\$425	\$456	\$86	\$116	\$35	\$4
SEA	Seattle	\$479	\$365	\$342	\$548	\$409	\$114	\$137	(\$69)	\$70
SYR	Syracuse	\$411	\$342	\$258	\$413	\$411	\$69	\$153	(\$2)	\$0
TPA	Tampa	\$396	\$298	\$281	\$315	\$351	\$98	\$115	\$81	\$45
YYZ	Toronto	\$404	\$443	\$338	\$438	\$601	(\$39)	\$66	(\$34)	(\$197)
DCA	Washington DC	\$351	\$263	\$214	\$211	\$390	\$88	\$137	\$140	(\$39)
IAD	Washington DC	\$351	\$254	\$214	\$225	\$390	\$97	\$137	\$126	(\$39)
PBI	West Palm Beach	\$428	\$254	\$329	\$485	\$386	\$174	\$99	(\$57)	\$42

\$102      \$103      \$20      \$15

**Average Fare difference**

\*These sample airfares were available 2/1/13, 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 the following web sites: [www.aa.com](http://www.aa.com); [www.airtran.com](http://www.airtran.com); [www.continental.com](http://www.continental.com); [www.delta.com](http://www.delta.com); [www.united.com](http://www.united.com); [www.usairways.com](http://www.usairways.com); [www.travelocity.com](http://www.travelocity.com); [www.orbitz.com](http://www.orbitz.com); or [www.expedia.com](http://www.expedia.com). Airfares are subject to change without notice - and lower airfares are often not available on all dates. Please see our "special airfares" section on our web site for any last minute airfare specials. Sample airfares will be updated each Tuesday.

**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 2/1/13**  
**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	\$1,096	\$621	\$686	\$973	\$1,109	\$475	\$410	\$123	(\$13)
ATL	Atlanta	\$520		\$421	\$418	\$558	\$520	\$99	\$102	(\$38)
AUS	Austin	\$924	\$584	\$467	\$611	\$924	\$340	\$457	\$313	\$0
BWI	Baltimore	\$728	\$410	\$269	\$273	\$728	\$318	\$459	\$455	\$0
BOS	Boston	\$642	\$431	\$216	\$580	\$668	\$211	\$426	\$62	(\$26)
ORD	Chicago	\$396	\$404	\$573	\$388	\$716	(\$8)	(\$177)	\$8	(\$320)
CVG	Cincinnati	\$706	\$538	\$642	\$534	\$576	\$168	\$64	\$172	\$130
CLE	Cleveland	\$778	\$436	\$824	\$250	\$900	\$342	(\$46)	\$528	(\$122)
DFW	Dallas	\$786	\$384	\$963	\$492	\$744	\$402	(\$177)	\$294	\$42
DEN	Denver	\$874	\$343	\$654	\$680	\$933	\$531	\$220	\$194	(\$59)
DTW	Detroit	\$654	\$445	\$588	\$640	\$640	\$209	\$66	\$14	\$14
FLL	Fort Lauderdale	\$931	\$397	\$601	\$548	\$1,041	\$534	\$330	\$383	(\$110)
RSW	Ft. Myers	\$864	\$391	\$581	\$600	\$902	\$473	\$283	\$264	(\$38)
BDL	Hartford	\$806	\$566	\$434	\$692	\$886	\$240	\$372	\$114	(\$80)
IAH	Houston	\$615	\$323	\$918	\$248	\$826	\$292	(\$303)	\$367	(\$211)
IND	Indianapolis	\$804	\$288	\$416	\$666	\$868	\$516	\$388	\$138	(\$64)
JAX	Jacksonville	\$873	\$360	\$428	\$803	\$880	\$513	\$445	\$70	(\$7)
MCI	Kansas City	\$828	\$310	\$419	\$772	\$880	\$518	\$409	\$56	(\$52)
LAS	Las Vegas	\$804	\$526	\$604	\$869	\$1,024	\$278	\$200	(\$65)	(\$220)
LAX	Los Angeles	\$1,042	\$464	\$594	\$962	\$864	\$578	\$448	\$80	\$178
MHT	Manchester	\$668	\$500	\$216	\$668	\$668	\$168	\$452	\$0	\$0
MEM	Memphis	\$712	\$348	\$645	\$707	\$712	\$364	\$67	\$5	\$0
MIA	Miami	\$971	\$372	\$716	\$736	\$1,078	\$599	\$255	\$235	(\$107)
MKE	Milwaukee	\$686	\$438	\$432	\$742	\$684	\$248	\$254	(\$56)	\$2
MSP	Minneapolis/Saint Paul	\$806	\$390	\$824	\$802	\$836	\$416	(\$18)	\$4	(\$30)
BNA	Nashville	\$702	\$471	\$417	\$267	\$872	\$231	\$285	\$435	(\$170)
MSY	New Orleans	\$1,044	\$777	\$867	\$901	\$1,096	\$267	\$177	\$143	(\$52)

LGA	New York	\$454	\$390	\$404	\$488	\$870	\$64	\$50	(\$34)	(\$416)
EWR	Newark	\$396	\$429	\$548	\$250	\$904	(\$33)	(\$152)	\$146	(\$508)
MCO	Orlando	\$742	\$308	\$481	\$284	\$878	\$434	\$261	\$458	(\$136)
PHL	Philadelphia	\$454	\$554	\$411	\$427	\$863	(\$100)	\$43	\$27	(\$409)
PHX	Phoenix	\$1,026	\$676	\$570	\$1,056	\$1,045	\$350	\$456	(\$30)	(\$19)
PIT	Pittsburgh	\$771	\$310	\$420	\$556	\$872	\$461	\$351	\$215	(\$101)
PDX	Portland	\$889	\$688	\$556	\$839	\$981	\$201	\$333	\$50	(\$92)
PVD	Providence	\$724	\$538	\$216	\$752	\$668	\$186	\$508	(\$28)	\$56
RDU	Raleigh/Durham	\$728	\$279	\$482	\$628	\$849	\$449	\$246	\$100	(\$121)
RIC	Richmond	\$868	\$430	\$416	\$732	\$868	\$438	\$452	\$136	\$0
STL	Saint Louis	\$662	\$458	\$432	\$592	\$873	\$204	\$230	\$70	(\$211)
SLC	Salt Lake City	\$786	\$660	\$858	\$905	\$940	\$126	(\$72)	(\$119)	(\$154)
SAT	San Antonio	\$910	\$432	\$455	\$599	\$908	\$478	\$455	\$311	\$2
SAN	San Diego	\$926	\$600	\$645	\$966	\$1,131	\$326	\$281	(\$40)	(\$205)
SFO	San Francisco	\$1,049	\$554	\$708	\$961	\$1,130	\$495	\$341	\$88	(\$81)
SRQ	Sarasota/Bradenton	\$902	\$596	\$450	\$655	\$902	\$306	\$452	\$247	\$0
SEA	Seattle	\$1,011	\$480	\$645	\$921	\$1,041	\$531	\$366	\$90	(\$30)
SYR	Syracuse	\$833	\$557	\$444	\$852	\$896	\$276	\$389	(\$19)	(\$63)
TPA	Tampa	\$854	\$298	\$448	\$492	\$900	\$556	\$406	\$362	(\$46)
YYZ	Toronto	\$1,012	\$920	\$828	\$772	\$1,010	\$92	\$184	\$240	\$2
DCA	Washington DC	\$879	\$431	\$477	\$481	\$900	\$448	\$402	\$398	(\$21)
IAD	Washington DC	\$899	\$422	\$796	\$500	\$900	\$477	\$103	\$399	(\$1)
PBI	West Palm Beach	\$852	\$414	\$657	\$831	\$977	\$438	\$195	\$21	(\$125)

\$339      \$243      \$151      (\$81)

**Average Fare difference**

\*These sample airfares were available 2/1/13, 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 the following web sites: [www.aa.com](http://www.aa.com); [www.airtran.com](http://www.airtran.com); [www.continental.com](http://www.continental.com); [www.delta.com](http://www.delta.com); [www.united.com](http://www.united.com); [www.usairways.com](http://www.usairways.com); [www.travelocity.com](http://www.travelocity.com); [www.orbitz.com](http://www.orbitz.com); or [www.expedia.com](http://www.expedia.com). Airfares are subject to change without notice - and lower airfares are often not available on all dates. Please see our "special airfares" section on our web site for any last minute airfare specials. Sample airfares will be updated each Tuesday.

**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 Enhanced Report for travel February 2013 vs. February 2012

Mktg Al	Org	Dst	Miles	Feb 2013		Feb 2012		Diff		Percent Diff	
				Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats
CO	AVL	EWR	583	0	0	6	300	(6)	(300)	(100.0%)	(100.0%)
CO	AVL	IAH	834	0	0	6	300	(6)	(300)	(100.0%)	(100.0%)
CO	EWR	AVL	583	0	0	6	300	(6)	(300)	(100.0%)	(100.0%)
CO	IAH	AVL	834	0	0	6	300	(6)	(300)	(100.0%)	(100.0%)
DL	ATL	AVL	164	53	3,189	54	2,700	(1)	489	(1.9%)	18.1%
DL	AVL	ATL	164	53	3,189	54	2,700	(1)	489	(1.9%)	18.1%
DL	AVL	DTW	470	0	0	6	300	(6)	(300)	(100.0%)	(100.0%)
DL	DTW	AVL	470	0	0	6	300	(6)	(300)	(100.0%)	(100.0%)
G4	AVL	FLL	660	2	332	0	0	2	332		
G4	AVL	SFB	465	2	332	2	300	0	32	0.0%	10.7%
G4	FLL	AVL	660	2	332	0	0	2	332		
G4	SFB	AVL	465	2	332	2	300	0	32	0.0%	10.7%
UA	AVL	ORD	536	14	700	14	700	0	0	0.0%	0.0%
UA	ORD	AVL	536	14	700	14	700	0	0	0.0%	0.0%
US	AVL	CLT	92	61	3,152	55	3,162	6	(10)	10.9%	(0.3%)
US	AVL	PHL	503	0	0	1	50	(1)	(50)	(100.0%)	(100.0%)
US	CLT	AVL	92	61	3,152	55	3,162	6	(10)	10.9%	(0.3%)
US	PHL	AVL	503	0	0	1	50	(1)	(50)	(100.0%)	(100.0%)
TOTAL				264	15,410	288	15,624	(24)	(214)	(8.3%)	(1.4%)

Schedule Weekly Summary Enhanced Report for travel March 2013 vs. March 2012

Mktg Al	Org	Dst	Miles	Travel Period		Mar 2013		Mar 2012		Diff		Percent Diff	
				Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats		
DL	ATL	AVL	164	54	3,239	56	2,800	(2)	439	(3.6%)	15.7%		
DL	AVL	ATL	164	54	3,239	56	2,800	(2)	439	(3.6%)	15.7%		
DL	AVL	DTW	470	7	350	7	350	0	0	0.0%	0.0%		
DL	DTW	AVL	470	7	350	7	350	0	0	0.0%	0.0%		
G4	AVL	FLL	660	3	498	0	0	3	498				
G4	AVL	SFB	465	4	664	2	300	2	364	100.0%	121.3%		
G4	FLL	AVL	660	3	498	0	0	3	498				
G4	SFB	AVL	465	4	664	2	300	2	364	100.0%	121.3%		
UA	AVL	EWR	583	0	0	6	300	(6)	(300)	(100.0%)	(100.0%)		
UA	AVL	IAH	834	0	0	6	300	(6)	(300)	(100.0%)	(100.0%)		
UA	AVL	ORD	536	14	700	14	700	0	0	0.0%	0.0%		
UA	EWR	AVL	583	0	0	6	300	(6)	(300)	(100.0%)	(100.0%)		
UA	IAH	AVL	834	0	0	6	300	(6)	(300)	(100.0%)	(100.0%)		
UA	ORD	AVL	536	14	700	14	700	0	0	0.0%	0.0%		
US	AVL	CLT	92	62	3,185	57	3,045	5	140	8.8%	4.6%		
US	AVL	PHL	503	0	0	1	50	(1)	(50)	(100.0%)	(100.0%)		
US	CLT	AVL	92	62	3,185	57	3,045	5	140	8.8%	4.6%		
US	PHL	AVL	503	0	0	1	50	(1)	(50)	(100.0%)	(100.0%)		
TOTAL				288	17,272	298	15,690	(10)	1,582	(3.4%)	10.1%		

Schedule Weekly Summary Enhanced Report for travel April 2013 vs. April 2012

Mktg Al	Travel Period			Apr 2013		Apr 2012		Diff		Percent Diff	
	Org	Dst	Miles	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats
DL	ATL	AVL	164	53	3,189	55	2,750	(2)	439	(3.6%)	16.0%
DL	AVL	ATL	164	53	3,189	55	2,750	(2)	439	(3.6%)	16.0%
DL	AVL	DTW	470	7	350	7	350	0	0	0.0%	0.0%
DL	AVL	LGA	599	7	350	0	0	7	350		
DL	DTW	AVL	470	7	350	7	350	0	0	0.0%	0.0%
DL	LGA	AVL	599	7	350	0	0	7	350		
G4	AVL	FLL	660	2	332	0	0	2	332		
G4	AVL	SFB	465	2	332	2	300	0	32	0.0%	10.7%
G4	FLL	AVL	660	2	332	0	0	2	332		
G4	SFB	AVL	465	2	332	2	300	0	32	0.0%	10.7%
UA	AVL	EWR	583	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
UA	AVL	IAH	834	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
UA	AVL	ORD	536	14	700	14	700	0	0	0.0%	0.0%
UA	EWR	AVL	583	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
UA	IAH	AVL	834	0	0	7	350	(7)	(350)	(100.0%)	(100.0%)
UA	ORD	AVL	536	14	700	14	700	0	0	0.0%	0.0%
US	AVL	CLT	92	62	3,176	57	3,065	5	111	8.8%	3.6%
US	AVL	PHL	503	0	0	1	50	(1)	(50)	(100.0%)	(100.0%)
US	CLT	AVL	92	62	3,176	57	3,065	5	111	8.8%	3.6%
US	PHL	AVL	503	0	0	1	50	(1)	(50)	(100.0%)	(100.0%)
TOTAL				294	16,858	300	15,830	(6)	1,028	(2.0%)	6.5%





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## MEMORANDUM

TO: Members of the Airport Authority

FROM: Vickie Thomas, Director of Finance & Accounting

DATE: February 15, 2013

### ITEM DESCRIPTION – Information Section Item B

Asheville Regional Airport – Explanation of Extraordinary Variances  
Month of December, 2012 (Month 6 of FY-2013)

#### SUMMARY

Operating Revenues for the month of December were \$653,542, .38% under budget. Operating Expenses for the month were \$529,835, 19.43% under budget. As a result, Net Operating Revenues before Depreciation were \$123,277 over budget. Net Non-Operating Revenues were \$126,666, 9.93% under budget.

Year-to-date Operating Revenues were \$4,294,711, .91% over budget. Year-to-date Operating Expenses were \$3,117,850, 17.44% below budget. Year-to-date Net Operating Revenues before Depreciation were \$697,328 over budget. Net Non-Operating Revenues for the year were \$1,100,352, 7.76% under budget.

#### REVENUES

Significant variations to budget for December were:

Passenger Facility Charges	(\$23,973)	(24.69%)	Enplanements under budget.
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#### EXPENSES

Significant variations to budget for December were:

Personnel Services	(\$12,808)	(3.81%)	2 vacant positions.
Professional Services	(\$9,503)	(66.80%)	Timing of Professional Services spending.
Other Contractual Services	(\$23,268)	(36.37%)	Timing of Contractual Services spending.
Operating Supplies	(\$36,263)	(79.60%)	No chemical costs due to no snow in December.
Emergency Repair	\$22,429	224.29%	Timing of Emergency Repair spending.
Business Development	(\$30,000)	(88.89%)	No billing from Allegiant of expected advertising.

Information Section – Item B



## **STATEMENT OF NET ASSETS**

Significant variations to prior month were:

Property and Equipment, Net – Property and Equipment, Net decreased by \$431k due to the current month's depreciation.

**ASHEVILLE REGIONAL AIRPORT  
INVESTMENT AND INTEREST INCOME SUMMARY  
As of December 31, 2012**

<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	0.25%	\$ 4,520,335	948
Bank of America - PFC Revenue Account	0.25%	919,927	187
First Citizens - Money Market Account	0.25%	6,373,884	1,097
NC Capital Management Trust - Cash Portfolio		17,167	1
NC Capital Management Trust - Term Portfolio		3,005,280	459
Petty Cash		200	
 <b><u>Restricted Cash:</u></b>			
Wells Fargo - CFC Revenue Account	0.00%	260,464	0
 <b>Total</b>		 <b><u><u>\$ 15,097,257</u></u></b>	 <b><u><u>\$ 2,692</u></u></b>

**Investment Diversification:**

Banks	80%
NC Capital Management Trust	20%
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 December 31, 2012**

	<b>Current Month</b>	<b>Prior Period</b>
<b>Cash and Investments Beginning of Period</b>	<b>\$ 14,881,244</b>	<b>\$ 15,293,922</b>
Net Income/(Loss) Before Capital Contributions	(180,737)	(136,850)
Depreciation	431,111	431,111
Decrease/(Increase) in Receivables	(1,745)	9,785
Increase/(Decrease) in Payables	125,953	(735,056)
Decrease/(Increase) in Prepaid Expenses	19,238	19,238
Decrease/(Increase) in Long Term Assets	(171,518)	(66,434)
Principal Payments of Bond Maturities	(38,386)	(38,202)
Contributed Capital	32,097	103,730
<b>Increase(Decrease) in Cash</b>	<b>216,013</b>	<b>(412,678)</b>
<b>Cash and Investments End of Period</b>	<b>\$ 15,097,257</b>	<b>\$ 14,881,244</b>

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

**For the Month Ending December 31, 2012**

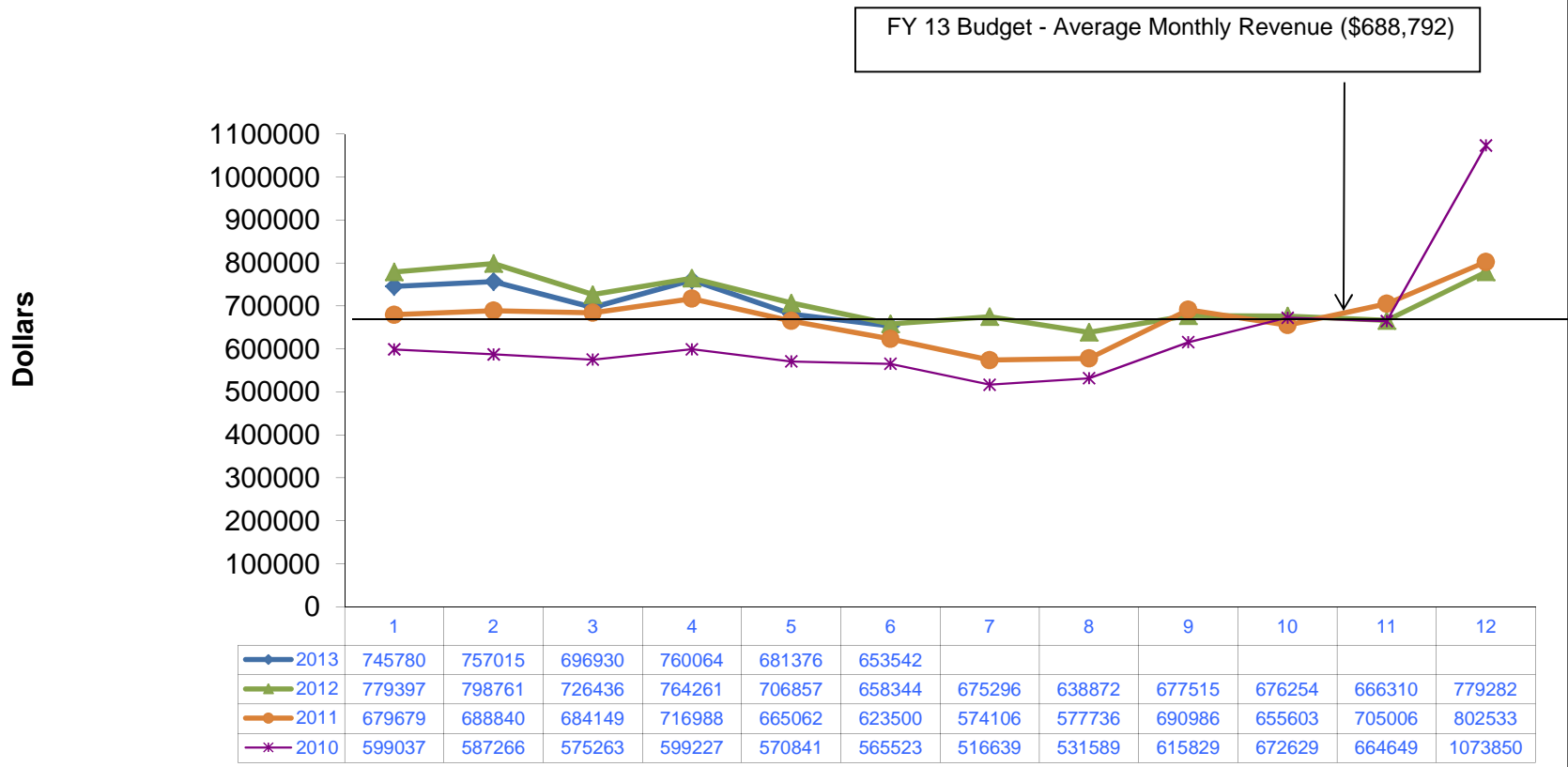
	<u>Month Actual</u>	<u>Month Budget</u>	<u>Variance \$</u>	<u>Variance %</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance \$</u>	<u>Variance %</u>	<u>Annual Budget</u>
<b>Operating Revenue:</b>									
Terminal Space Rentals - Non Airline	\$17,554	\$17,554	\$0	0.00%	\$104,431	\$104,427	\$4	0.00%	\$209,756
Terminal Space Rentals - Airline	96,808	103,005	(6,197)	(6.02%)	679,540	685,727	(6,187)	(0.90%)	1,290,000
Concessions	13,798	14,845	(1,047)	(7.05%)	102,460	99,311	3,149	3.17%	189,975
Auto Parking	185,189	176,656	8,533	4.83%	1,274,625	1,238,103	36,522	2.95%	2,415,800
Rental Car - Car Rentals	120,263	112,901	7,362	6.52%	732,655	681,944	50,711	7.44%	1,356,230
Rental Car - Facility Rent	49,004	47,088	1,916	4.07%	287,865	278,249	9,616	3.46%	558,145
Commercial Ground Transportation	396	9,600	(9,204)	(95.88%)	8,445	15,000	(6,555)	(43.70%)	32,000
Landing Fees	43,877	46,326	(2,449)	(5.29%)	285,643	319,142	(33,499)	(10.50%)	617,000
FBO'S/SASO'S	79,615	78,171	1,444	1.85%	489,462	486,936	2,526	0.52%	961,840
Building Leases	10,554	11,668	(1,114)	(9.55%)	63,210	70,008	(6,798)	(9.71%)	140,017
Land Leases	2,090	2,060	30	1.46%	12,480	12,360	120	0.97%	24,716
Other Leases/Fees	34,394	36,186	(1,792)	(4.95%)	253,895	264,578	(10,683)	(4.04%)	470,022
<b>Total Operating Revenue</b>	<b>\$653,542</b>	<b>\$656,060</b>	<b>(\$2,518)</b>	<b>(0.38%)</b>	<b>\$4,294,711</b>	<b>\$4,255,785</b>	<b>\$38,926</b>	<b>0.91%</b>	<b>\$8,265,501</b>
<b>Operating Expenses:</b>									
Personnel Services	\$323,106	\$335,914	(\$12,808)	(3.81%)	\$1,927,961	\$2,033,296	(\$105,335)	(5.18%)	\$4,129,995
Professional Services	4,722	14,225	(9,503)	(66.80%)	32,150	111,398	(79,248)	(71.14%)	236,400
Accounting & Auditing	3,100	-	3,100	100.00%	6,200	6,200	-	0.00%	15,000
Other Contractual Services	40,702	63,970	(23,268)	(36.37%)	313,124	369,399	(56,275)	(15.23%)	722,408
Travel & Training	8,975	9,077	(102)	(1.12%)	49,472	74,720	(25,248)	(33.79%)	187,240
Communications & Freight	5,015	5,775	(760)	(13.16%)	32,897	36,148	(3,251)	(8.99%)	72,348
Utility Services	34,259	44,161	(9,902)	(22.42%)	177,144	225,699	(48,555)	(21.51%)	453,509
Rentals & Leases	1,603	1,618	(15)	(0.93%)	6,834	7,508	(674)	(8.98%)	15,020
Insurance	15,981	16,778	(797)	(4.75%)	95,952	100,668	(4,716)	(4.68%)	201,308
Repairs & Maintenance	20,951	29,974	(9,023)	(30.10%)	184,899	273,353	(88,454)	(32.36%)	389,400
Advertising, Printing & Binding	(30)	7,742	(7,772)	(100.39%)	69,360	108,945	(39,585)	(36.33%)	200,692
Promotional Activities	17,046	18,750	(1,704)	(9.09%)	58,320	72,290	(13,970)	(19.32%)	103,100
Other Current Charges & Obligations	7,050	11,390	(4,340)	(38.10%)	34,784	43,592	(8,808)	(20.21%)	82,680
Office Supplies	299	1,015	(716)	(70.54%)	4,301	6,087	(1,786)	(29.34%)	12,175
Operating Supplies	9,296	45,559	(36,263)	(79.60%)	65,677	156,478	(90,801)	(58.03%)	372,618
Books, Publications, Subscriptions & Meml	1,581	1,932	(351)	(18.17%)	22,596	17,721	4,875	27.51%	41,435
Contingency	0	6,000	(6,000)	(100.00%)	0	9,000	(9,000)	(100.00%)	44,673
Emergency Repair	32,429	10,000	22,429	224.29%	32,429	40,000	(7,571)	(18.93%)	100,000
Business Development	3,750	33,750	(30,000)	(88.89%)	3,750	83,750	(80,000)	(95.52%)	300,000
<b>Total Operating Expenses</b>	<b>\$529,835</b>	<b>\$657,630</b>	<b>(\$127,795)</b>	<b>(19.43%)</b>	<b>\$3,117,850</b>	<b>\$3,776,252</b>	<b>(\$658,402)</b>	<b>(17.44%)</b>	<b>\$7,680,001</b>

<b>Operating Revenue before Depreciation</b>	\$123,707	(\$1,570)	\$125,277	(7,979.43%)	\$1,176,861	\$479,533	\$697,328	145.42%	\$585,500
Depreciation	431,111	-	431,111	100.00%	2,586,667	-	2,586,667	100.00%	-
<b>Operating Income(Loss) Before Non-Operating Revenue and Expenses</b>	(\$307,404)	(\$1,570)	(\$305,834)	19,479.87%	(\$1,409,806)	\$479,533	(\$1,889,339)	(394.00%)	\$585,500
<b>Non-Operating Revenue and Expense</b>									
Customer Facility Charges	\$64,698	\$56,125	\$8,573	15.27%	\$564,506	\$510,065	\$54,441	10.67%	\$ 900,000
Passenger Facility Charges	73,125	97,098	(23,973)	(24.69%)	603,071	761,158	(158,087)	(20.77%)	1,350,000
Interest Revenue	2,692	1,250	1,442	115.36%	18,616	7,500	11,116	148.21%	15,000
Interest Expense	(13,849)	(13,849)	-	0.00%	(85,841)	(85,841)	-	0.00%	(165,014)
Reimbursable Cost Revenues	11,765	29,167	(17,402)	(59.66%)	62,937	175,002	(112,065)	(64.04%)	350,000
Reimbursable Cost Expenses	(11,765)	(29,167)	17,402	(59.66%)	(62,937)	(175,002)	112,065	(64.04%)	(350,000)
Sale of Assets	0	0	-	0.00%	0	0	-	0.00%	
<b>Non-Operating Revenue-Net</b>	\$126,666	\$140,624	(\$13,958)	(9.93%)	\$1,100,352	\$1,192,882	(\$92,530)	(7.76%)	\$2,099,986
<b>Income (Loss) Before Capital Contributions</b>	(\$180,738)	\$139,054	(\$319,792)	(229.98%)	(\$309,454)	\$1,672,415	(\$1,981,869)	(118.50%)	\$2,685,486
<b>Capital Contributions</b>	\$32,097	\$0	\$32,097	100.00%	\$1,076,685	\$0	\$1,076,685	100.00%	\$0
<b>Increase in Net Assets</b>	(\$148,641)	\$139,054	(\$287,695)	(206.89%)	\$767,231	\$1,672,415	(\$905,184)	(54.12%)	\$2,685,486

**ASHEVILLE REGIONAL AIRPORT  
STATEMENT OF FINANCIAL POSITION  
As of December 31, 2012**

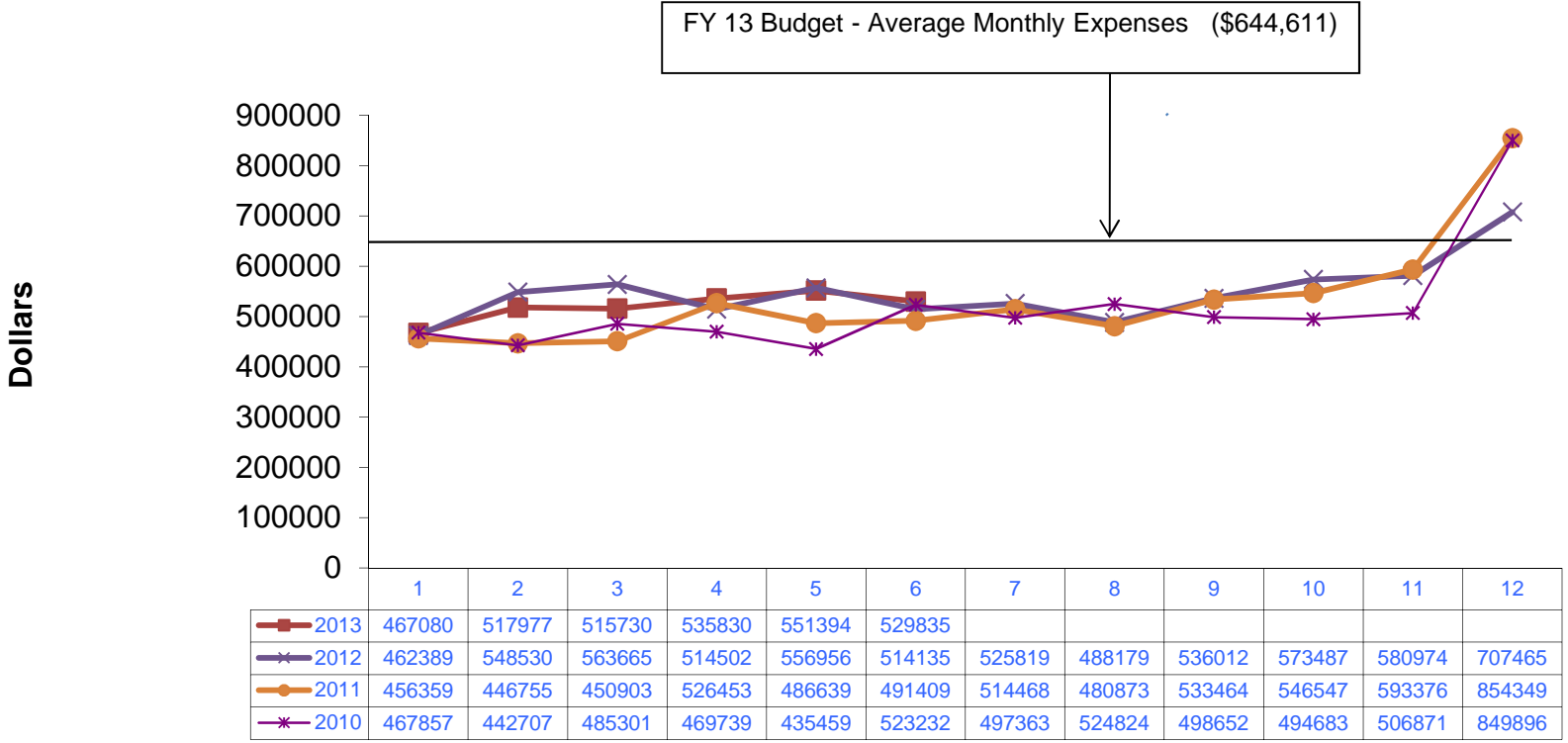
<u>ASSETS</u>	<u>Current Month</u>	<u>Last Month</u>
<b>Current Assets:</b>		
<b>Unrestricted Net Assets:</b>		
Cash and Cash Equivalents	\$14,836,793	\$14,568,545
Accounts Receivable	385,860	428,287
Passenger Facility Charges Receivable	151,000	151,000
Refundable Sales Tax Receivable	137,788	125,713
Grants Receivable	1,152,313	1,120,216
Prepaid Expenses	115,879	135,117
Total Unrestricted Assets	<u>16,779,633</u>	<u>16,528,878</u>
<b>Restricted Assets:</b>		
Cash and Cash Equivalents	260,464	312,699
Total Restricted Assets	<u>260,464</u>	<u>312,699</u>
 Total Current Assets	 <u>17,040,097</u>	 <u>16,841,577</u>
<b>Noncurrent Assets:</b>		
Construction in Progress	3,469,925	3,373,407
Property and Equipment - Net	63,454,676	63,810,787
Total Noncurrent Assets	<u>66,924,601</u>	<u>67,184,194</u>
	<u>\$83,964,698</u>	<u>\$84,025,771</u>
 <b><u>LIABILITIES AND NET ASSETS</u></b>		
<b>Current Liabilities:</b>		
<b>Payable from Unrestricted Assets:</b>		
Accounts Payable & Accrued Liabilities	\$588,045	\$513,502
Customer Deposits	750	750
Unearned Revenue	196,074	144,665
Construction Contract Retainages	86,502	86,502
Revenue Bond Payable - Current	475,340	473,058
Total Payable from Unrestricted Assets	<u>1,346,711</u>	<u>1,218,477</u>
 Total Current Liabilities	 <u>1,346,711</u>	 <u>1,218,477</u>
<b>Noncurrent Liabilities:</b>		
Other Postemployment Benefits	769,875	769,875
Compensated Absences	346,796	346,796
Net Pension Obligation-LEO Special Separation Allowance	(43,831)	(43,831)
Revenue Bond Payable - Noncurrent	2,356,524	2,397,193
Total Noncurrent Liabilities	<u>3,429,364</u>	<u>3,470,033</u>
 Total Liabilities	 <u>4,776,075</u>	 <u>4,688,510</u>
<b>Net Assets:</b>		
Invested in Capital Assets	64,006,235	64,227,441
Restricted	260,464	312,699
Unrestricted	14,921,924	14,797,121
Total Net Assets	<u>79,188,623</u>	<u>79,337,261</u>
	<u>\$83,964,698</u>	<u>\$84,025,771</u>

## ASHEVILLE REGIONAL AIRPORT Annual Operating Revenue by Month December 2012

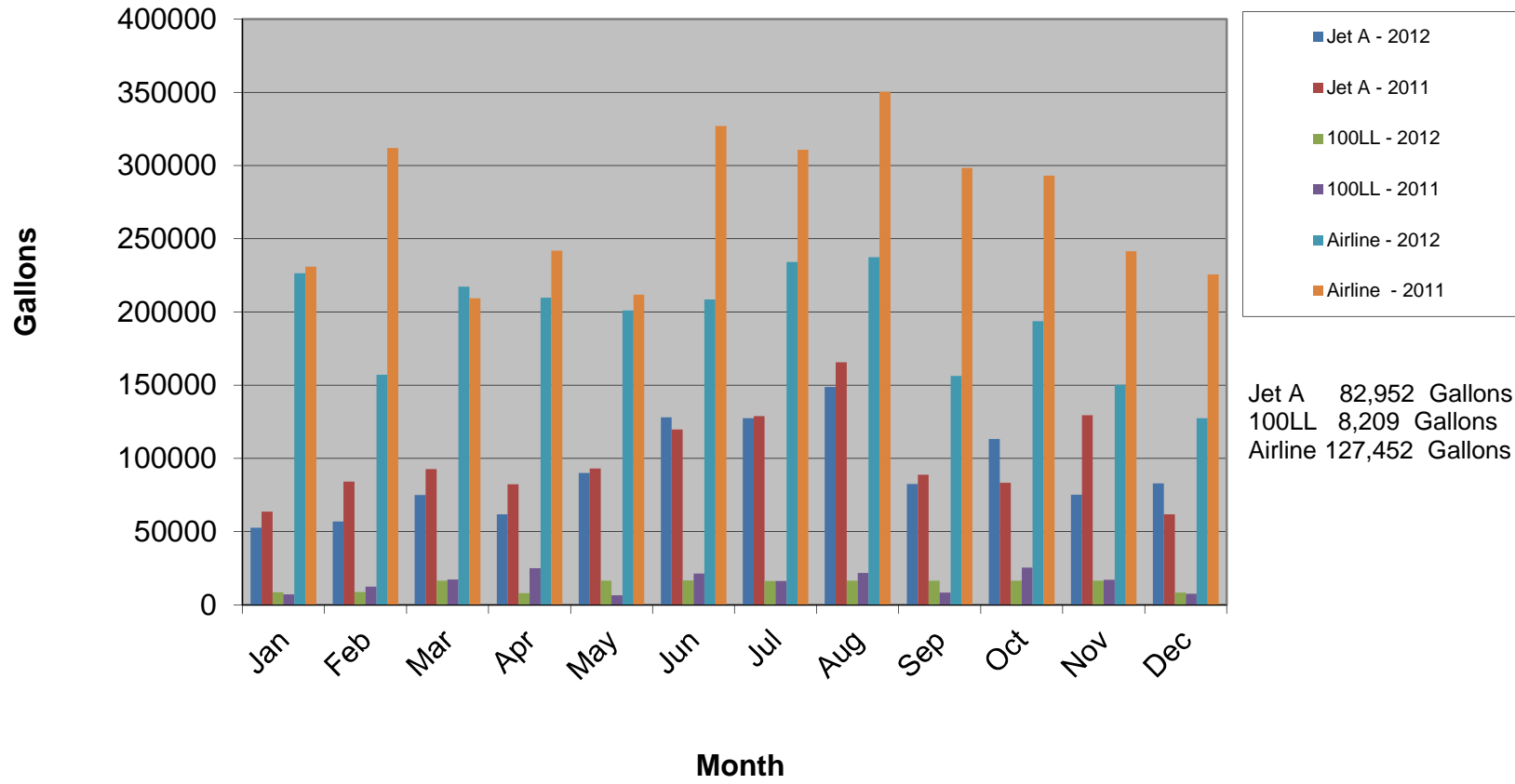




# ASHEVILLE REGIONAL AIRPORT Annual Operating Expenses by Month December 2012



# Asheville Regional Airport Fuels Sales - Gallons December 2012



**Asheville Regional Airport  
Project Report - February 2013**

Project Number	Project Name	Project Description	Professional Services Consultant	Professional Services Contract	General Contractor	Original Construction Contract	Change Orders (thru 02/03/2013)	Percent of Original Contract	Board Approved Project Cost	Percent Complete	Expensed to Date (thru 02/03/2013)	Start Date	End Date	Current Project Status (as of 02/03/2013)
<b>Planning Phase</b>														
<b>Design Phase</b>														
1	Airport Master Plan	To update and bring current the plans for development and improvements to promote growth at the airport	Delta Airport Consultants	\$832,500.00	N/A	N/A	\$0.00	0.00%	\$832,500.00	87%	\$724,275.00	Sep-11	Mar-13	ALP update continues. Completion of Alternatives chapter in progress.
1A	Airfield Redevelopment	Survey and obstruction analysis.	Delta Airport Consultants	\$26,000.00	N/A	N/A	\$0.00	0.00%	\$0.00	50%	\$13,000.00	Sep-12	Dec-12	Runway end elevation determination complete.
2	ARFF Facility	Design and construct a new Aircraft Rescue and Firefighting Facility consisting of up to 5 vehicle bays; operations support; dispatch and communication office; training and living spaces.	LPA Group	\$541,409.00	N/A	N/A	\$0.00	0.00%	\$541,409.00	57%	\$305,003.59	Jun-12	Nov-12	Design complete. Construction phase services pending. Pre-bid conference was held on January 22nd. Bid opening will take place on February 8th.
<b>Construction Phase</b>														
1	Westside Area 4 Phase 1 and 1A Construction	Construction for the Westside Project to level land utilizing engineered ash to fill and top with soil embankment/cap for future development.	AVCON	\$290,000.00	Charah	N/A	\$42,750.00	14.74%	\$367,750.00* <i>(project expenses are being reimbursed by Charah through a separate agreement)</i>	100%	\$329,934.27	Jul-10	May-12	Completed.
2	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* <i>(project expenses are being reimbursed by Charah through a separate agreement)</i>	51%	\$177,315.59	Feb-11	Jan-13	Some delay due to wintery weather and high winds. Ash fill will continue weather permitting. No additional information.
3	Passenger Boarding Bridges	Purchase and install Passenger Boarding Bridges for Gates 4-6 including building upgrades	RS&H	\$128,079.00	Goforth Builders & Thyssen Krupp Airport Systems	\$1,643,681.00	\$25,022.01	1.60%	\$1,778,840.00	99%	\$ 1,597,878.01	Nov-11	Oct-12	Gate 4 flooring has been installed. A few punch list items remain but project is overall completed. Final close out documents are being prepared with final invoices expected to be received by end of February.
<i>**Amounts are based on invoices received and processed through Development.**</i>														

# *Airportsurvey.com*



**AVL**

Airport Facilities Review For 4th Quarter 2012

# Welcome

- Welcome to the Airportsurvey.com Airport Facilities Review for the recent quarter, a complimentary data set provided to Airportsurvey.com participating airports
- The following slides provide non-weighted scores and ratings based on an independent survey of air travelers
- Note that passenger responses are based on perception, rather than objective assessment
- Value Added Services available from Canmark include:
  - Report analysis
  - Statistical testing
  - Air carrier responses
  - Non-facility responses
  - Tailored comparison sets
  - Passenger demographics
  - Sample size enhancement
  - Targeted and customized reporting
  - Custom survey questions and content

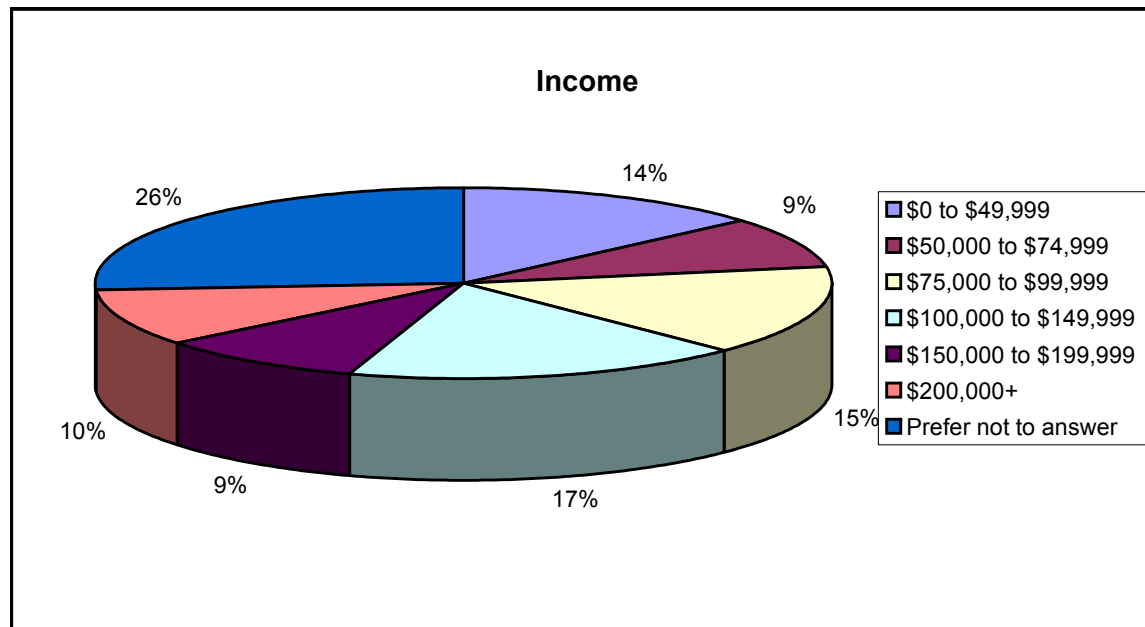
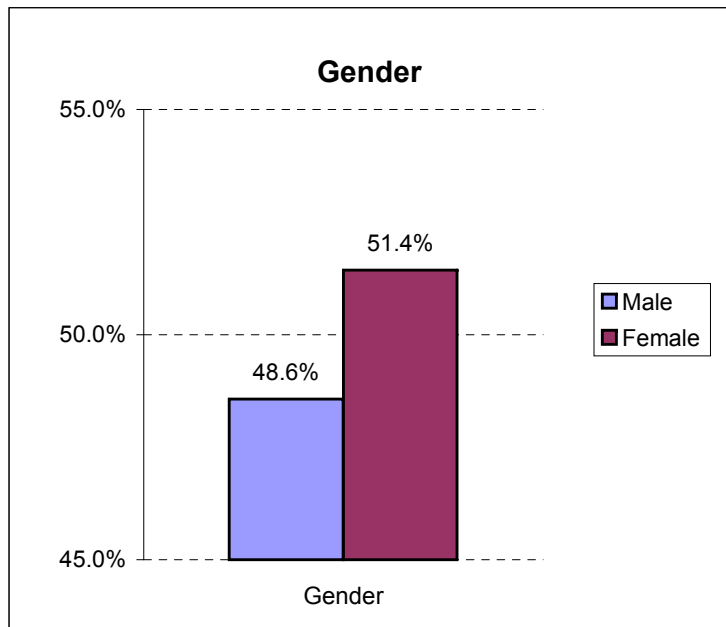
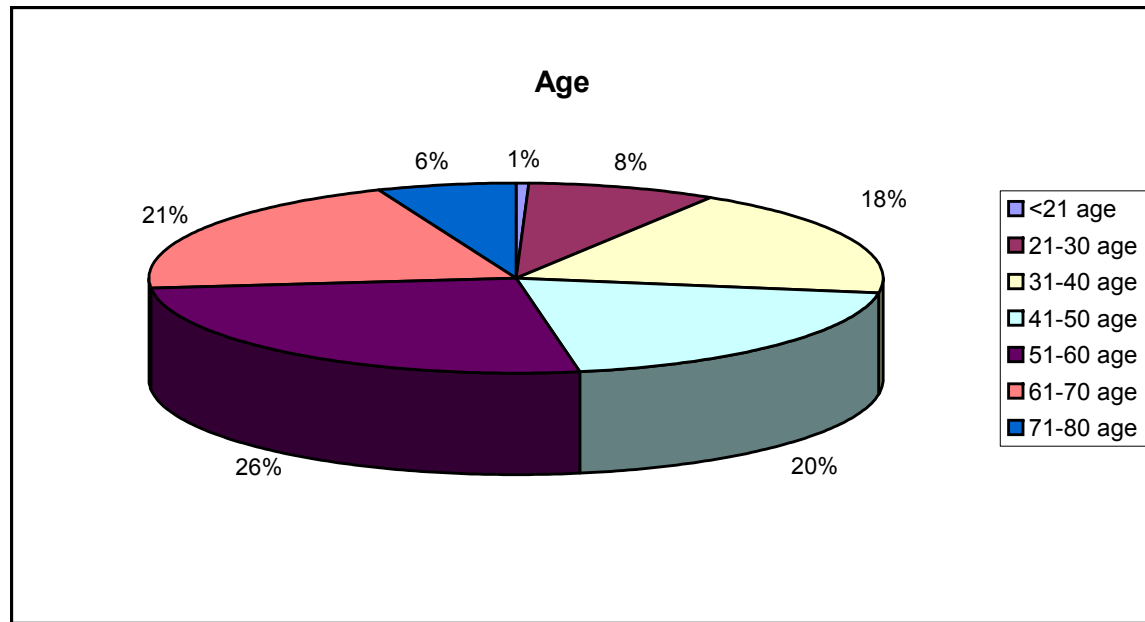
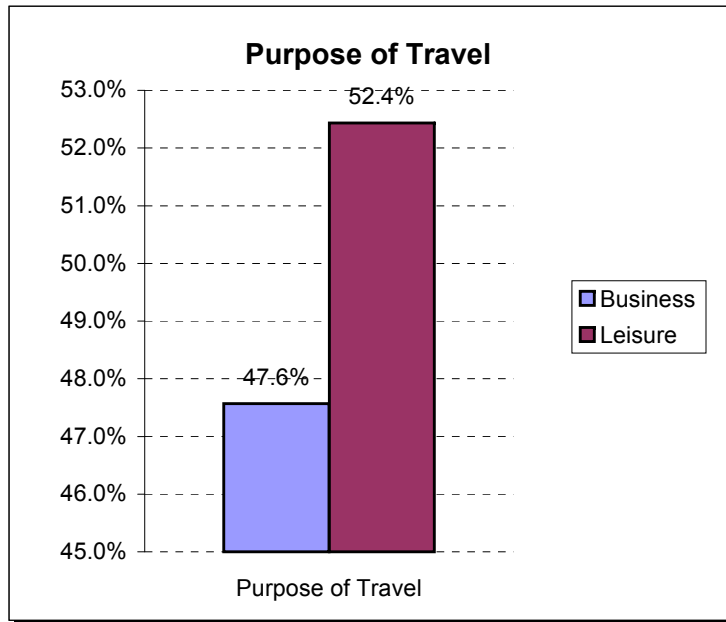
No representations are made as to the completeness or accuracy of information contained herein. Airport facility raw data is available upon request.

# Overview

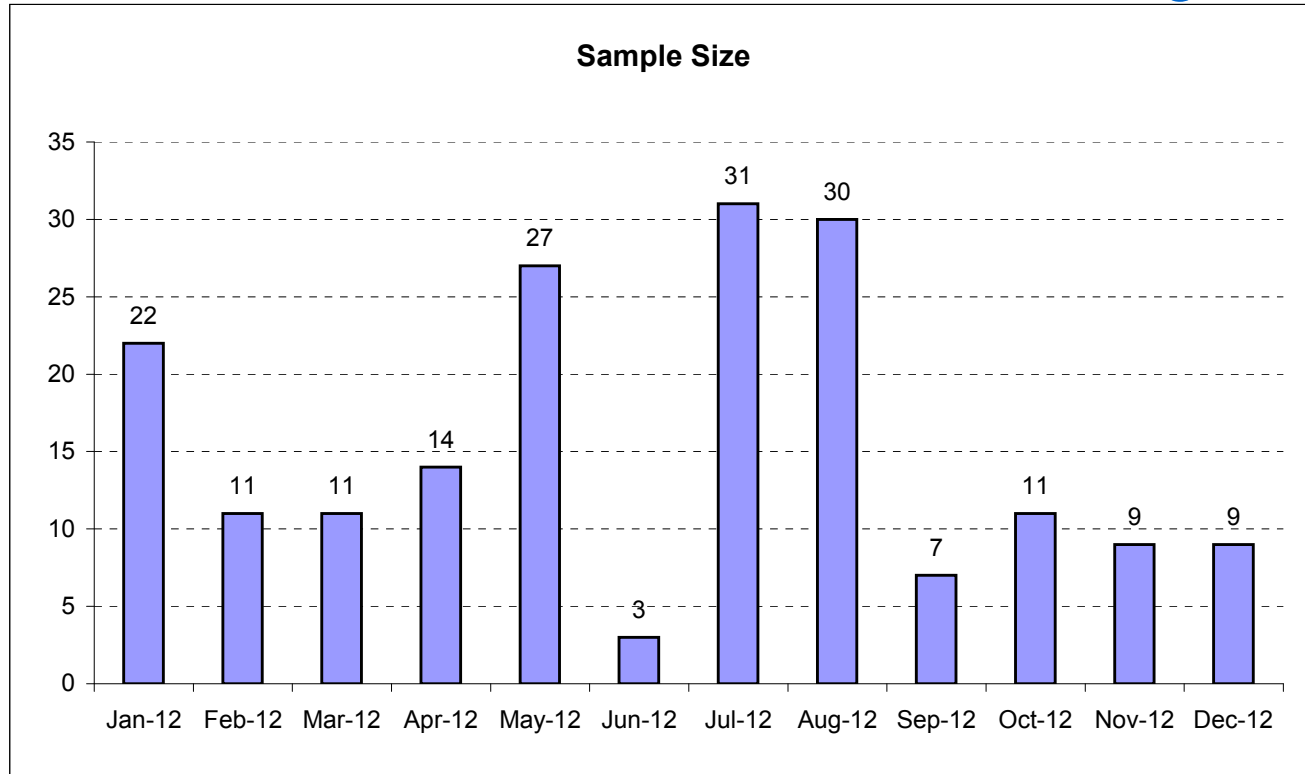
- ***Airportsurvey.com*** is an ongoing, all-inclusive online passenger satisfaction survey program from Canmark Research Center
- Invitations to take the survey are distributed at select airports across the country
- Over 30 airports participate
- Each survey invitation card is single-use, and must reference an actual flight
- Survey distribution occurs approximately three days per month
- Response scale is 1 through 5: Poor, Fair, Good, Very Good, Excellent
- Survey participants have a chance to win round-trip airline tickets
- Response rates vary from 10% to 20% based on location
- Facilities attributes are scored according to check-in airport
- Airports are grouped into three tiers according to DOT originating revenue\*

\*Updated 4rd Quarter 2012

# Passenger Demographics



# General Findings



**Sample is clustered around airport invitation distribution dates.**

**Sample reflects passengers intercepted at arrival airports who rated check-in airport.**

	AVL	Similar	+/-	Pct
Overall	4.39	4.21	0.18	4.0%
Availability of parking	4.19	4.13	0.06	1.4%
Cost of parking	3.36	3.50	(0.14)	-4.1%
Clear, easy to follow signs	4.31	4.04	0.27	6.3%
Cleanliness	4.52	4.31	0.21	4.7%
Restrooms	4.42	4.18	0.24	5.4%
Concessions / restaurants	3.65	3.60	0.04	1.2%
Transportation to your gate / concourse / terminal	4.43	3.97	0.46	10.3%
Security: Wait time at checkpoint	4.63	4.14	0.48	10.5%
Security: Professionalism of personnel	4.50	4.22	0.28	6.3%
Security: Confidence in airport security procedures	4.34	4.03	0.32	7.3%

**Statistical means testing not performed on results**

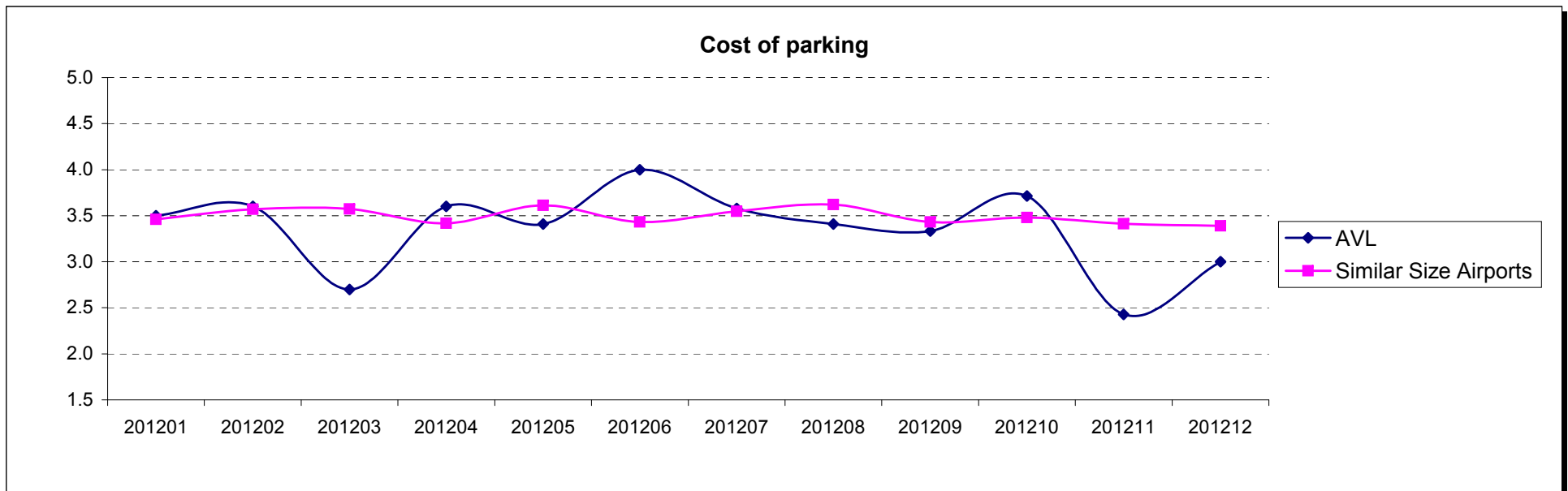
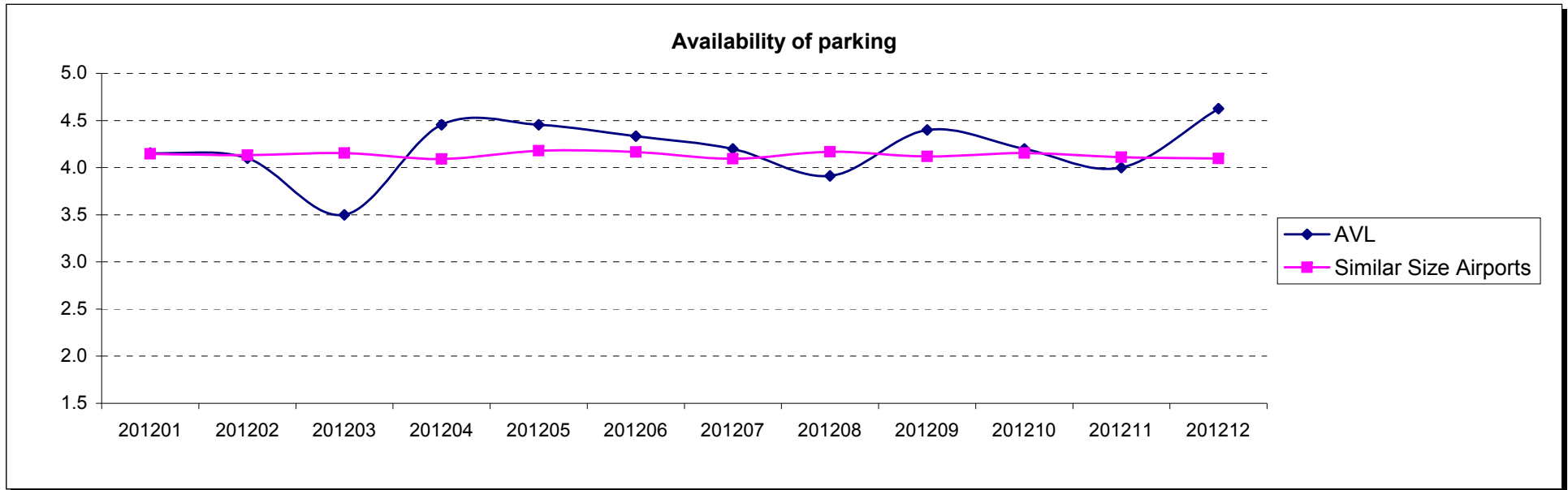
<b>AVL Responses</b>	<b>185</b>
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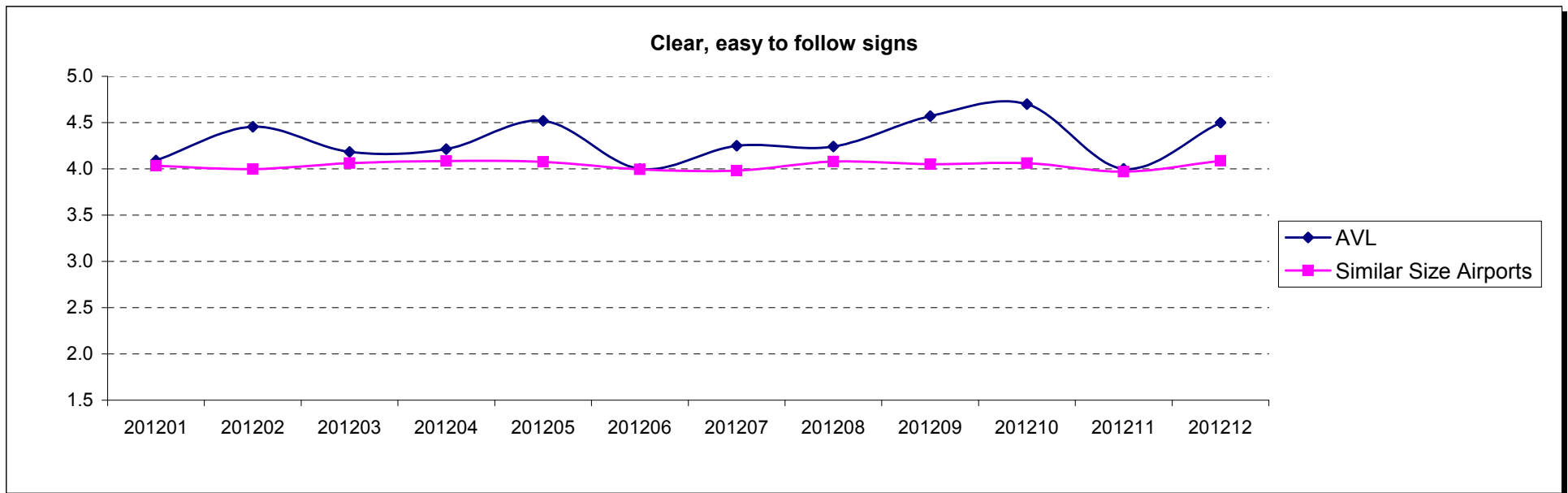
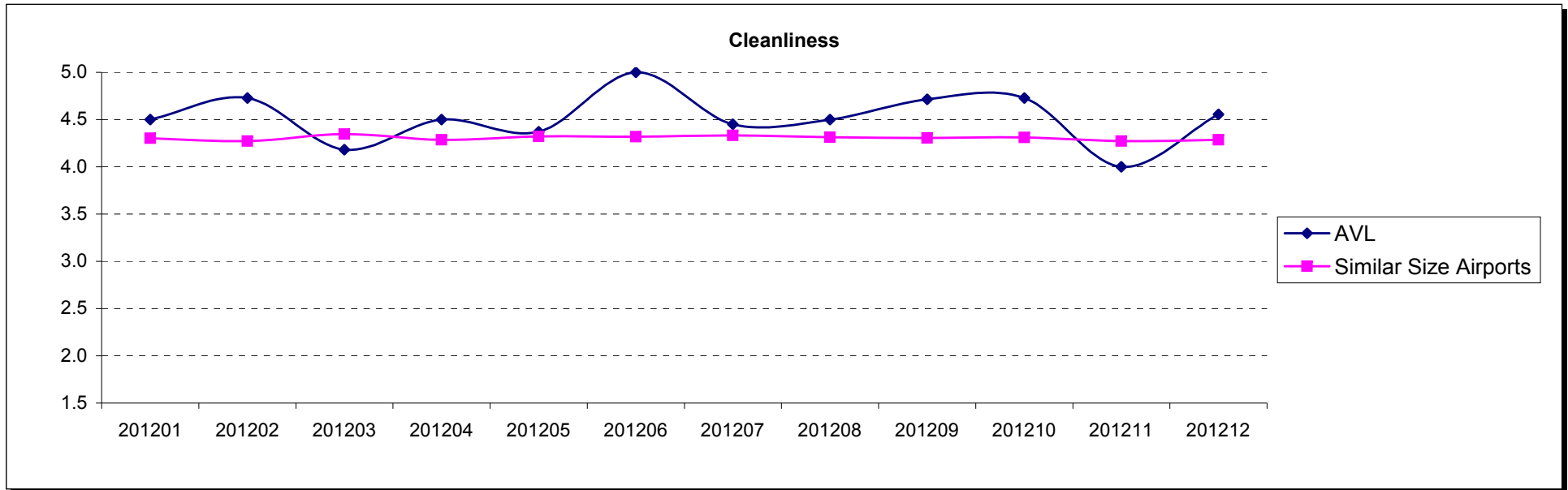
# Overall Satisfaction with Airport Facilities



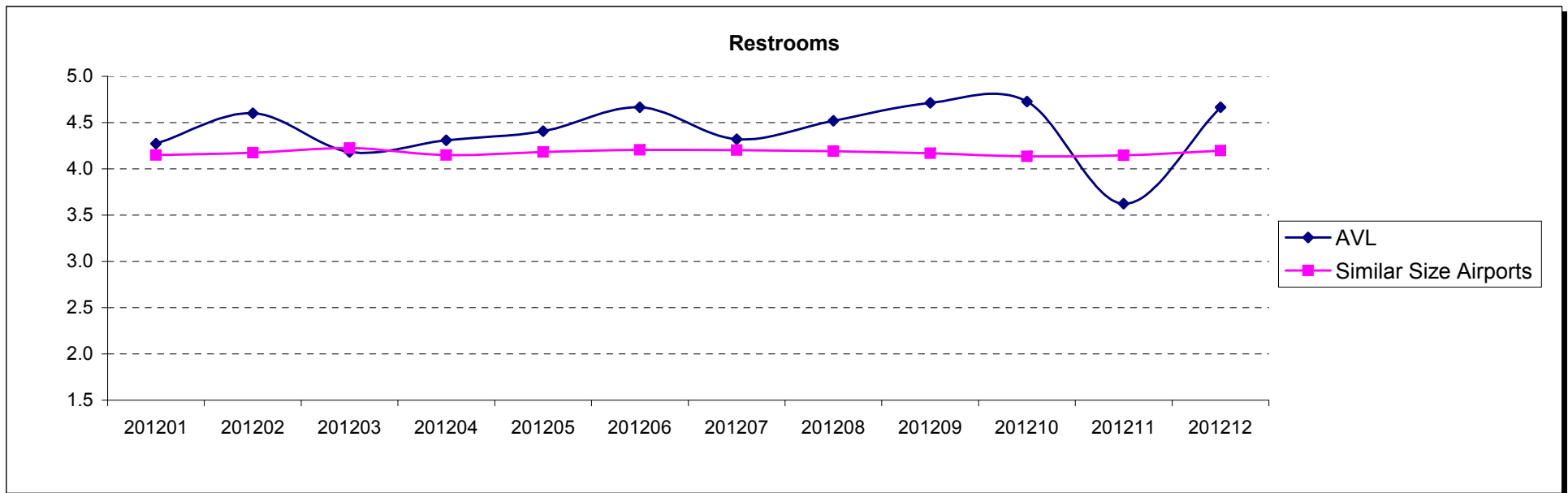
# Parking Satisfaction



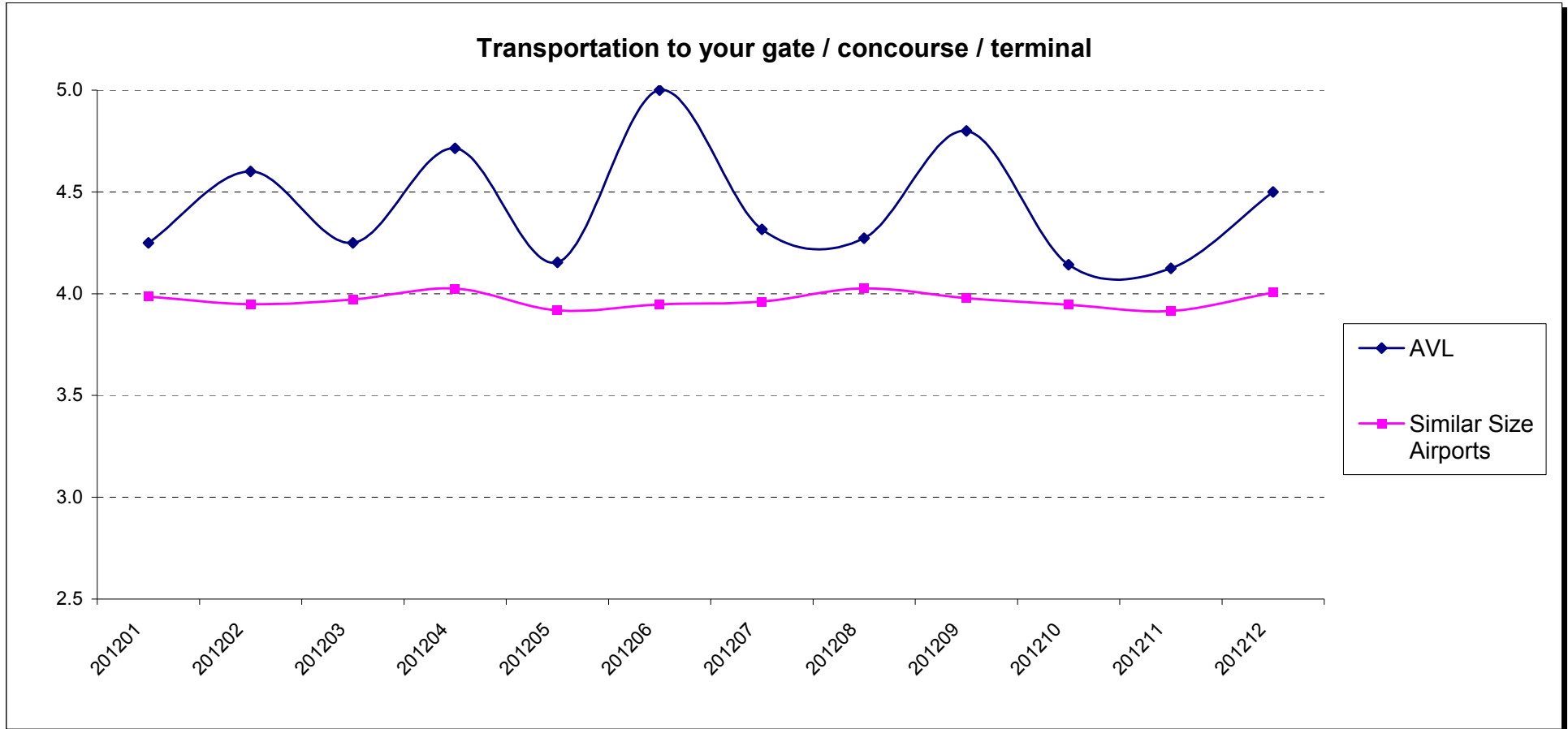
# Cleanliness and Signage



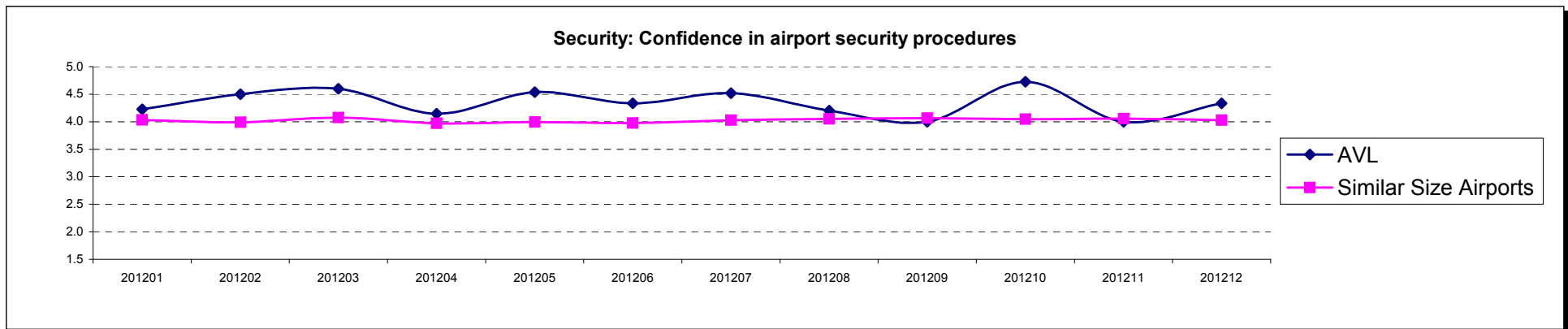
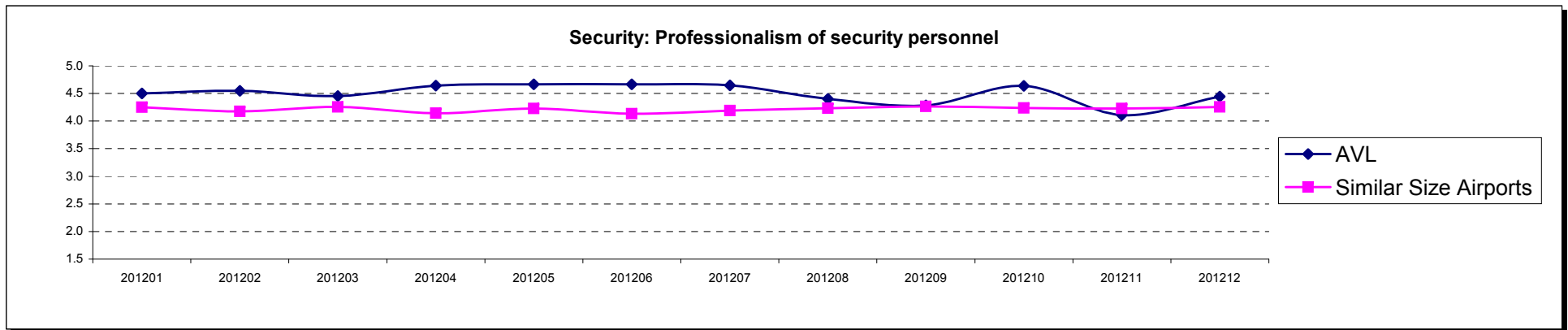
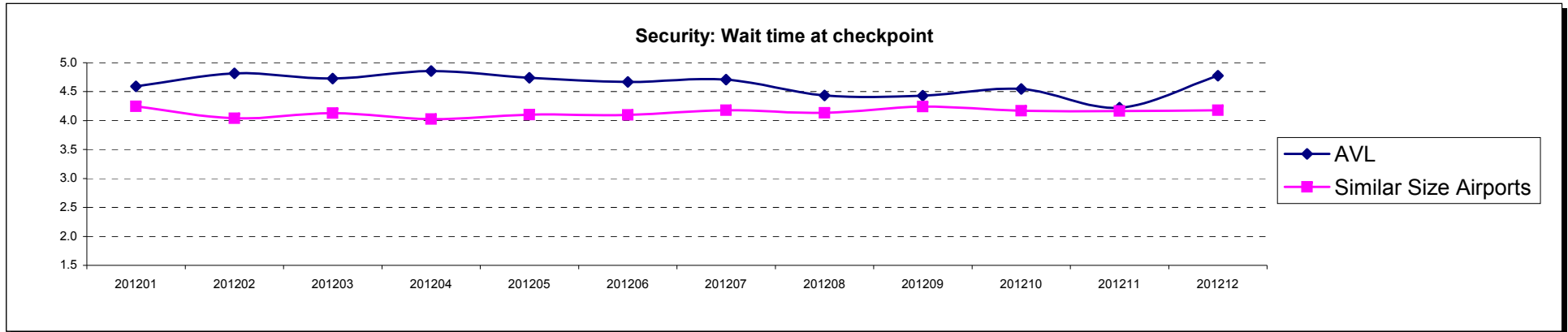
# Concessions and Restrooms



# Transportation to Departure Gate



# Airport Security



# Appendix A - Geographic Breakdown of Respondents

AK	1	VT	1
AL	1	WA	4
CA	6	WI	1
CO	2		
FL	12		
HI	1		
IA	1		
IN	1		
LA	1		
MI	3		
MN	6		
MO	2		
MS	1		
MT	1		
NC	111		
NE	1		
NJ	2		
NY	6		
OK	1		
PA	1		
SC	2		
SD	1		
TN	1		
TX	5		
UT	1		
VA	3		

Note: Only includes passengers who indicated state of residence

## Appendix B - About Canmark

- Since 1993 Canmark Technologies has combined market research, programming, and technical expertise with thoughtful attention to client needs. Our problem-solving orientation has earned the respect of business clients and market researchers across North America.
- With an experienced staff of technical experts and project managers specializing in various fields of data capture and manipulation, programming and software development, web design and scripting, Canmark is able to leverage superior technology and know-how to support projects of all types and scope in the most cost-effective manner possible.
- Areas of expertise include survey development and delivery, project and data management services, requirements gathering, data sampling, paper and web forms management, custom lasering and printing, distribution logistics, data processing, custom programming for data cleansing, reporting and data analysis, and project consulting.
- We stand ready to meet your data needs, if you have any questions, please do not hesitate to contact us.



# Appendix C - Contacts

Paul Isaacs, President  
pisaacs@canmarktech.com  
1-877-441-2057, ext. 11

