

REGULAR MEETING  
ASHEVILLE REGIONAL AIRPORT AUTHORITY  
May 11, 2007  
8:30 AM

The Asheville Regional Airport Authority ("Authority") met on Friday, May 11, 2007, at 8:30 AM in the Conference Room at the Authority's Administrative Offices, Asheville Regional Airport ("Airport"), 61 Terminal Drive, Suite 1, Fletcher, NC 28732.

**MEMBERS PRESENT:** Bryan Freeborn, Chairman; David Gantt; David Hillier; , Rhett Grotzinger, Vice-Chairman (via Conference Call); Gerard P. Mozian (via Conference Call); Susan Fisher (via Conference Call); and Chuck McGrady, Ex-Officio Member.

**MEMBERS ABSENT:** James E. Ellis, Secretary/Treasurer.

**STAFF AND LEGAL COUNSEL PRESENT:** Victor Buchanan, Authority Legal Counsel; David N. Edwards, Jr., A.A.E., Airport Director ("Director"); D. David Nantz, Director of Operations and Maintenance; Royce Holden, IT Manager; Kevin Howell, Development Manager; Patti Michel, Director of Marketing and Public Relations; Beverley Vassell, Director of Administration and Finance, C. Jeff Augram, Chief of Public Safety; and Debra Roman, Administrative Assistant.

**STAFF ABSENT:** None

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

**APPEARANCES:** None

**PRESENTATIONS:**

Presentation C was moved to the beginning of the presentation section.

**C. Presentation and Update on the Asheville Regional Airport Authority Board Room Audio Visual Upgrade:** Mr. Holden explained to the Board the improvements that had been made to the Board room relating to visual equipment. Mr. Holden reported on the componentry of the system, new design and future improvements. Mr. Holden thanked Mrs. Whittemore, IT Coordinator and Mr. Fischer, Carpenter for a job well done in helping to put this together.

Mr. Holden explained what would be accomplished relating to improvements to the audio equipment depending on whether the Board chose a wireless or wired solution.

There were discussions regarding how good the visual equipment looked, cost and the need for physical attendance by Board members at the meetings.

The consensus of the Authority was for Staff to move forward with the wireless audio upgrade.

**A. Presentation and Update on the Asheville Regional Airport Security System, Access Control and CCTV Project:** Mr. Howell reported to the Board on a project briefing related to the Airport Security and Access Control System Project. Mr. Howell reported on the major components of the project, the project status and the remaining schedule.

Mr. Howell stated that Staff had received 10 (ten) submittals of qualifications for contracting services on the project. Staff and the Faith Group (consultant) reviewed the submittals and presented final rankings to the Board at the December 2006 Authority Board Meeting. The final five (5) contracting teams are preparing proposals and prices from the final design documents. Staff plans to present a project recommendation to the Board at the June 8, 2007 Authority Board Meeting.

There was a discussion regarding systems to be installed throughout the airport.

**B. Presentation and Update on the Asheville Regional Airport Land Use Study and Site Development Plan Project:** Mr. Howell reported that on October 2006 the Authority approved a fee and scope with PBS&J for professional services on the Asheville Regional Airport Land Use Study and Site Development Plan. The plan will identify certain parcels for future development and provide a detailed plan to properly guide and equip the Authority to address aviation and non-aviation related development on airport property. Mr. Howell introduced Mr. John Mafera (PBS&J), Mr. Paul Puckli (PBS&J) and Mr. Gerald Green (Green Plan).

Mr. Mafera relayed to the Board a history of what had been accomplished so far during the project, including identifying existing markets and a land use concept with 3 major developable areas.

Mr. Puckli requested from the Board a consensus to deviate from the Terminal Area plan and adjust the proposed Westside Parallel Taxiway to provide 480 feet of separation from the runway, which would accommodate additional aviation and non-aviation development. Mr. Puckli showed the Board (2) two concepts for the west side development and there was a discussion about the differences.

Mr. Gantt relayed to the Board that it is the responsibility of the Authority to diversify revenue and that these concepts seem like the next step.

There were discussions regarding Staff's thoughts, potential traffic increases, the upcoming Runway Improvements, and the Federal Aviation Administration.

Mr. McGrady relayed to the Board that these concepts are consistent with the new Henderson County codes and encouraged Staff to keep dialogue open with Henderson County.

There was a discussion regarding the flood plains, flood ways and connectivity.

Mr. Howell presented to the Board the southeast and the northeast side development concepts and there was a discussion.

There was a discussion about the commercial development trends at other airports.

The consensus of the Authority was to move forward with the Asheville Regional Airport Land Use Study and Site Development Plan as recommended and presented.

#### **CONSENT AGENDA:**

**A. Approval of the Asheville Regional Airport Authority, April 13, 2007 Regular Meeting Minutes and the April 13, 2007 Closed Session Minutes:** Mr. Gantt moved to approve the minutes for the April 13, 2007, regular meeting and for the April 13, 2007, closed session; to seal and withhold the minutes for the April 13, 2007, closed session from public inspection so long as public inspection would frustrate the purposes thereof; and to seal and withhold all prior closed-session minutes, which have not heretofore been expressly unsealed, from public inspection so long as public inspection would frustrate the purposes thereof. Mrs. Fisher seconded the motion, and it carried by a unanimous vote.

**OLD BUSINESS:** None

#### **NEW BUSINESS:**

Mr. Hillier requested to be excused from New Business Items A and B due to having a potential conflict of interest. Mr. Gantt moved to allow Mr. Hillier to be excused from New Business Items A and B, due to having a potential conflict of interest. Mrs. Fisher seconded the motion, and it carried by a unanimous vote.

Mr. Hillier left the meeting at 9:29 AM

**A. Award of Construction Contract for the B-Gate Regional Boarding (RBR) Project** – Mr. Howell reported that in August 2006 the Authority approved a not-to-exceed budget amount of \$1,343,000.00 for the purchase and installation of regional boarding ramps, pre-conditioned air units and 400Hz fixed

ground power units at the three "B" Boarding gate positions. Staff has since that time ordered the RBR units from Infrastructures, and construction documents for the necessary terminal modifications were completed by Reynolds, Smith and Hills, Inc. (RS&H).

Mr. Howell relayed to the Board that Staff had received (4) four bids. Mr. Howell continued to relay to the Board that in an effort to complete the entire project within the approved budget amount, Staff began discussions with the lowest responsive bidder, Construction Logic, on possible value-engineering (VE) items. Staff and RS&H recommend the acceptance of two VE items valued at \$79,640.00 and there was a discussion about the details of these items.

There were discussions on the bidders and the complexity of the project.

Mr. Grotzinger moved to (1) approve the award of the construction contract for the B-Gate Regional Boarding Ramp (RBR) Project to Construction Logic. in the amount of \$780,810.00 subject to the successful final negotiation of the VE items noted above and; (2) authorize the Airport Director to execute the necessary documents. Mrs. Fisher seconded the motion, and it carried by a unanimous vote.

**B. Award of the Construction Contract for the Terminal Expansion and Renovation Project – Phase 1:** Mr. Howell reported that in June 2006 the Authority approved a fee and scope with SchenkelShultz Architecture for professional services on the Terminal Expansion and Renovation Project – Phase 1. This project involves the expansion and renovation of the airline ticket offices, baggage makeup areas, and baggage claim areas. Mr. Howell stated that Staff received (3) three bids, with Perry Bartsch, Jr. Construction company being the lowest responsive bidder.

Mr. Howell reported that a separate equipment purchase and installation bid was advertised for a sub-contractor to the general contractor for the baggage handling portion of the project. Two (2) bids were received, with The Horsley Company being the lowest responsive bidder.

There were discussions regarding Disadvantaged Business Enterprise (DBE) participation and what encouragement the Authority could give to increase participation. The Director stated that Staff has had meetings with companies in the area regarding DBE practices and how to become involved as a certified DBE.

There was a discussion on selecting a subcontractor (related to the baggage systems) for a General Contractor to work with. The Director stated that this is a common practice.

Mr. Gantt moved to (1) award the baggage handling system bid to the Horsley Company on the Terminal Expansion and Renovation Project – Phase 1 and assign the Horsley Company to the general contractor as a sub-contractor in the

amount of \$1,500,000.00; (2) approve the award of the general construction contract for the Terminal Expansion and Renovation Project – Phase 1 to Perry Bartsch, Jr. Construction Company in the amount of \$4,479,000.00; (3) approve the remaining project budget in the amount of \$5,591,300.00; and (4) authorize the Director to execute the necessary documents. Mrs. Fisher seconded the motion, and it carried by a unanimous vote.

Mr. Hillier returned to the meeting at 9:45 AM

**C. Approval of a Resolution Concerning a Fire Station for the City of Asheville at the Asheville Regional Airport:** The Director reported that the City of Asheville Staff had requested that the Asheville Regional Airport Authority consider the locating of a fire station facility for the City of Asheville on Airport property to provide fire services in the South Buncombe County area. The Director reported that Staff would like to work with the City of Asheville to see if there is an opportunity to meet the City's needs.

**RESOLUTION NUMBER: 051107-03**

**A RESOLUTION TO SUPPORT THE COOPERATION BETWEEN THE CITY OF ASHEVILLE AND THE ASHEVILLE REGIONAL AIRPORT AUTHORITY ON A CITY OF ASHEVILLE FIRE STATION AT THE ASHEVILLE REGIONAL AIRPORT**

**WHEREAS**, the Asheville Regional Airport Authority ("Authority") is a joint governmental agency organized and created by the City of Asheville and the County of Buncombe, pursuant to Article 20 of Chapter 160A of the General Statutes of North Carolina; and

**WHEREAS**, the Authority operates the Asheville Regional Airport ("Airport"); and

**WHEREAS**, the City of Asheville ("City") has a need to locate a fire station in the South Buncombe County area to meet the fire service needs of the area; and

**WHEREAS**, it is not uncommon for such facilities to be located on an airport in a joint-use manner with Aircraft Rescue and Firefighting services of the Airport;

**WHEREAS**, the City has requested that the Authority work with the City to determine the feasibility of a joint-use fire station being located at the Airport; and

**WHEREAS**, the Airport Director recommends that the Authority allow Authority Staff to pursue alternatives that may meet the needs of both the City and the Authority as it relates to a joint-use fire station.

**NOW, THEREFORE**, Be It Resolved and Adopted by the Authority as follows that the Asheville Regional Airport Authority authorizes Authority Staff to engage in discussions and planning with the City of Asheville for a potential joint-use fire station facility to be located at the Asheville Regional Airport.

Adopted this 11th day of May, 2007.

**ASHEVILLE REGIONAL AIRPORT AUTHORITY**

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James E. Ellis  
Secretary/Treasurer

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Bryan Freeborn  
Chairman

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There were discussions regarding feasibility of a Fire Station on airport property and items related to the firing range on airport property.

Mr. Gantt moved to approve the Resolution to support the Authority Staff working with the City of Asheville to determine the feasibility of locating a City of Asheville Fire Station at the Asheville Regional Airport. Mrs. Fisher seconded the motion, and it carried by a unanimous vote.

**DIRECTORS REPORT:**

**A. Delta and Northwest Bankruptcies:** – The Director reported to the Board that Delta had emerged from bankruptcy as of May and they are now looking at capacity and service of their flights. The Director reported to the Board that Northwest may be emerging out of bankruptcy in June.

There was discussion regarding Delta and Northwest merging.

**B. Washington, DC Testimony:** – The Director reported to the Board that he had testified before the House of Representatives concerning air service at small airports and the Federal Aviation Administration Reauthorization Bill. The Director stated that the testimony went well and that he had been contacted to possibly testify before the Senate as well.

**C. North Carolina Airport Association (NCAA) and the Southeast Chapter of American Association of Airport Executives Conferences** - The Director reported to the Board he had finished his tenure as President of the Southeast Chapter and he thanked the Authority for their support during this time.

The Director reported that he was beginning his tenure as President of the NCAA.

**D. Ribbon Cutting Ceremony for Art Gallery:** – The Director reported to the Board that there would be a ribbon cutting for the opening of the new Art

Gallery in the airport on June 1, 2007 at 4:00PM, and encouraged Board member participation.

**E. Discussion of Potential Hangar for Million Air:** - The Director reported to the Board that Staff has been working with Million Air on a hangar project to be built near the O.D. "Lacy" Griffin Building on the south apron. The project would require the use of some of the Authority's funds and financing. The Director handed out a report that showed what the project could possibly consist of including possible cost, design and eventual revenue on the building. The Director relayed to the Board that negotiations are not final and asked the Board if they would like Staff to proceed with this project.

There were discussions on building time frames and contractual information.

The consensus of the Board was to continue to work with Million Air on the hangar project and report back to the Board when final negotiations were completed.

#### **INFORMATION SECTION:**

There was a discussion regarding the Camp meetings.

#### **AUTHORITY MEMBERS REPORT:**

The Chairman reported to the Board that the Director had presented to Asheville City Council a proposal regarding an Independent Authority. The Chairman relayed that City Council would keep the proposed Independent Authority bill previously submitted to the House of Representatives alive with the stipulation that City Council had the final approval on the verbiage before the bill went to the Senate. The Chairman also stated that the Asheville City Council was reluctant to give up the airport property and that an amended local agreement was also discussed.

Mrs. Fisher stated that she had not seen any more action on the bill in the House of Representatives.

Mr. Gantt relayed on behalf of the Buncombe County Commissioners that the County was in agreement that a Regional Airport was a good thing for the community.

Mr. McGrady relayed to the Board that the City of Asheville and Henderson County had good conversations regarding a Regional Airport.

The Chairman expressed his hopes that all entities involved would be able to get over their differences from the past to do what was best for the community.

**PUBLIC AND TENANT'S COMMENTS:**

Mr. Ben Wells, Million Air, thanked Staff for their help during the last big windstorm. Mr. Wells specifically thanked Officer Travis McGraw and Ron Mundy for their help, as Million Air would have suffered much more damage if they had not been on hand to help.

**CLOSED SESSION:** None

**ADJOURNMENT:**

The meeting adjourned at 10:10 AM by unanimous consent.

The next regular meeting of the Authority will be on Friday, June 8, 2007 at 8:30 AM in the Conference Room at the Authority's Administrative Offices, Asheville Regional Airport, 61 Terminal Drive, Suite 1, Fletcher, NC 28732.

Respectfully submitted,

Jim Ellis  
Secretary-Treasurer

Approved:

Bryan Freeborn  
Chairman