



BOARD OF DIRECTORS | MEETING MINUTES OF JANUARY 23, 2018

Present: Susan Tomasky, Chair
William R. Heifner, Vice Chair
Frederic Bertley
Frank J. Cipriano
Elizabeth P. Kessler
Kathleen Ransier
Terrance Williams

Absent: Don M. Casto, III
Jordan A. Miller, Jr

CRAA Executive Staff: Joseph Nardone, CM, President & Chief Executive Officer
Rod Borden, A.A.E., Chief Operating Officer
Randy Bush, Chief Financial Officer
Casey Denny, A.A.E., Chief Asset Officer
Shannetta Griffin, P.E., Chief Development Officer
Tory Richardson, A.A.E., Chief Strategy Officer
David Whitaker, Chief Commercial Officer

CRAA Staff: A. Beaver, S. Bekemeier, S. Bell, K. Easterday, D. Finch, J. Gardner, C. Goodwin, J. Lizzotte,
T. Osborne, J. Pemberton, D. Saleme, B. Sarkis, K. Shirer, P. Streitenberger, A. Tabor, A.
Wickline

Others Present: Tom Kromer, POCAT
George Donnel, POCAT
Jim Thompson, Port Columbus Historical Society
John Montgomery, COSWN
Marla Rose, Dispatch
Rory McGuinness, City of Columbus
Chris Franzmann, Squire Patton Boggs (US) LLP
Richard Formo, Signature Flight Support
Rob Brancheau, R.W. Block

CALL TO ORDER

Chair Tomasky called the Board Meeting of the Columbus Regional Airport Authority to order at 4:01 p.m. on Tuesday, January 23, 2018.

Chair Tomasky welcomed and thanked Frank J. Cipriano for continuing to serve on the Board until his replacement is appointed.

Chair Tomasky welcomed Dr. Frederic Bertley, President and CEO of COSI, to his first Board meeting. Congratulations on your appointment, we are happy to have you here. Dr. Bertley is looking forward to the opportunity and is excited to be part of the Board.

Chair Tomasky welcomed new President and CEO of the Columbus Regional Airport Authority, Joseph Nardone, to the meeting. Tomasky thanked the Special Committee for their hard work and generous giving of their time during the selection process for a new President and CEO.

Pursuant to the By-Laws, Chair Tomasky nominated Joe Nardone to serve as the Secretary of the Board for the Columbus Regional Airport Authority, officially replacing Elaine Roberts, assuming and upon the Board's approval of this nomination. Kessler moved for approval; Williams seconded. Motion approved unanimously.

Chair Tomasky announced the following Committee Leadership changes:

- Air Service and Customer Experience Committee – Terrance Williams, Committee Chair
- Business Development and Logistics Committee – Elizabeth P. Kessler, Committee Chair
- Human Resources Committee – Don M. Casto, III, Committee Chair

Chair Tomasky shared that the November Strategy Meeting was a unique productive opportunity for the Board and she plans on having similar sessions in the coming year.

MINUTES

Chair Tomasky asked if there were any additions or corrections to the Minutes of November 28, 2017 and December 12, 2017. Hearing none, Cipriano moved for approval; Heifner seconded. Minutes approved unanimously.

COMMITTEE REPORTS

AIR SERVICE & CUSTOMER EXPERIENCE COMMITTEE:

Williams reported that the committee met on January 17, 2018 and reported the following:

- Pending entry of Spirit to CMH
 - 7 Destinations
 - February start up
- OneJet's performance
 - Small business jets to Milwaukee from Columbus
 - Began last November and the airline is pleased with the performance
 - Potential for Columbus expansion
- Transatlantic opportunities – Reviewing:
 - Demand and incentive programs
 - Competitive environment
 - Strategies around revenue guarantee support
- 2018 Global Air Service Strategy
 - Developing a score card to measure activity and success

BUSINESS DEVELOPMENT AND LOGISTICS COMMITTEE:

Kessler reported that the committee has not met due to absences and the pending appointment of new members. Depending on the timing of those appointments, an additional meeting may be added to the calendar. Committee Chair Kessler was briefed by Whitaker, Holderman, and Denny on December 20, 2017 on current activities, all are positive.

FACILITIES & SERVICES COMMITTEE:

Heifner reported that the committee met on January 17, 2018 and reported on the following business items:

- Sarkis provided an update on the Major Capital Projects.
- Beaver reviewed the 2017 end of year capital budget performance. We finished the year at 80% of the projected spend, \$44.6M versus a planned baseline of \$56.2M.
- Reviewed the 2018/2019 Capital Budget Planned Spending.

- The committee reviewed the proposed Resolutions and recommends full board approval.

FINANCE & AUDIT COMMITTEE:

Ransier reported that the Committee met prior to the board meeting. The committee reviewed the Financial Statements and Monthly Activity Reports.

Bush announced that reviewed financials are unaudited, as the year-end books will not close until January 31, 2018. This will ensure all 2017 financials are captured correctly, so expect to see a slight change in the final figures.

Bush reviewed the internally prepared financial statements for the year-to-date period ending December 31, 2017.

Operating Revenues – Actual vs. Budget, with \$112.3 million in actual revenues and a budget of \$112.3 million, leaving no overall variance to-date.

- Parking – The (\$2.354 million) unfavorable variance is the result of a delayed start date for the Valet agreement and the opening of the Walking Lot as well as an aggressive budget for the Blue Lot and alternative transportation in lieu of utilizing the Garage. This is partially offset by an increase in passenger traffic for Rickenbacker and an increase in utilization of the Employee Lot.
- Ground Transportation – The (\$241,000) unfavorable variance is due to lower rental car revenue as the result of a payment policy change, which is partially offset by increased utilization of alternative transportation options.
- Airlines – The \$338,000 positive variance is due to a decrease in the Supplemental Credit anticipated to be provided to the signatory airlines. Additionally, there is an increase in gate use fees due to increased utilization by Delta and American. This is offset by carry forward adjustments made for the 2017 budget to estimate and terminal use fees as a result of Frontier's signatory status change. The final Airline true up will take place once all 2017 financials close on January 31, 2018.
- Concessions & Miscellaneous Leases – The \$895,000 positive variance is due to higher concession activity due to increased passenger traffic and an increase in miscellaneous leases and ground rent as a result of unplanned renewals and new leases. Additionally, there is an increase due to unbudgeted lodging revenue.

Operating Expenses – Actual vs. Budget, with \$78 million in actual expenses and a budget of \$79.4 million, leaving a positive variance of \$1.4 million.

- Salaries and Wages – The \$328,000 positive variance is the result of vacant positions, partially offset by a decrease in the allocation of project management hours.
- Benefits & Personnel – The \$1.45 million positive variance is a result of a decrease in employee health insurance costs due to self-funding as well as vacant positions anticipated to utilize health insurance and a decrease in the costs related to worker's compensation from less claims.
- Supplies and Materials – The \$757,000 positive variance is due to a decrease in the usage of snow supply materials as a result of a mild winter as well as a decrease in paint, chemicals, and paving maintenance supplies.
- Services – The (\$787,000) unfavorable variance is the result of an increase in legal costs as a result of union negotiations and an annexation agreement at LCK as well as professional services for the Midfield Development Program, FBO/Fuel consulting services, and talent acquisition fees. This is partially offset by a decrease in costs related to glycol remediation and utilities due to a mild winter and a favorable variance due to a budget error for insurance premiums. Additionally, there is a favorable variance as a result of a decrease in spend for fingerprinting, marketing, and merchant service fees.

Operating Income Before Depreciation – Actual vs. Budget, with \$34.3 million in actual Operating Income and a budget of \$32.9 million, leaving a positive variance of \$1.4 million.

Composition of Operating Revenue and Expenses – Parking represents 32.2% of our operating revenue. Airlines represent 31% of our operating revenue. 61% of our operating expenses are related to people (benefits, salaries and wages, contract labor).

CRAA Salaries & Wages (CMH & LCK) – Total filled headcount is 406 employees. We currently have 38 staffing vacancies of which 28 are full-time, 6 part-time, and 4 seasonal positions.

Rental Car Activity – Year-to-date transactions are 474,498 compared to 499,277 in November 2016. Year-to-date gross receipts is \$74.2 million compared to \$85.5 million in November 2016; creating an unfavorable variance of (\$11.3 million).

Hotel Operations – Actual year-to-date Net Operating Income is \$2.02 million vs. a budget of \$2.13 million leaving an unfavorable variance of (\$114,000). The actual occupancy rate for last month was 79.2% compared to a budget of 77.3%.

Rickenbacker Net Operating Income – Actual vs. Budget, reflected \$2.6 million in actual net operating income compared to a budget of \$969,000 providing a positive variance of \$1.63 million.

Statement of Net Position Analysis – The Authority's Net Position remains strong with \$952.3 million in total assets and \$149.5 million in total liabilities. Included in total assets is \$165.4 million in Cash and Cash Equivalents.

Capital Expenditures – With an approved 2017 Capital Budget of \$56.2 million and total accrued expenditures to date of \$44.6 million, this represents a year-to-date execution rate of 79% of the approved Capital Budget.

Debt Structure - The Authority's debt per enplaned passenger is \$21.12, which is significantly lower than average debt loads of comparable airports when compared to the 2016 Moody's airport average of \$50.92. CRAA has \$92.1 million of outstanding debt, which includes \$9.5 million outstanding under our Revolving Credit Facility. No additional debt is planned at this time.

Cash - The days of unrestricted cash on hand is 433 days, with the 2016 Moody's airport average being 617 days.

Bush announced today there are three (3) Consolidated Rental Car Facility resolutions before the Board for approval.

- Resolution #07-18 – Which authorizes the President & CEO to execute the Concession Agreement and related documents with the Rental Car Companies for the use, occupancy, and operation of the future consolidated rental car facility.
- Resolution #09-19 – Which authorizes CRAA to issue customer facility charge (CFC) revenue bonds in an estimated maximum principal amount of \$110,000,000, for the purpose of paying the costs in constructing a consolidated car rental facility.
- Resolution #10-18 – Which is the Board's permission to move forward with the CONRAC bond validation process.

HUMAN RESOURCES COMMITTEE:

Tomasky announced she is pleased to provide the report of the Human Resources Committee since our other two members, Jordan Miller and Don Casto are absent today. The Human Resources Committee last met on December 15th to review the 2017 and 2018 Strategic Priorities and to review the past year's performance of CRAA's President and CEO. We'll hear more about some of these items a little later in today's meeting.

Our next committee meeting is scheduled for March 27th. This concludes my report. I'd be happy to take any questions.

PRESIDENT & CEO REPORT

Nardone reported on the following business items:

Personal Note

Thank you, Madame Chair and Board members, I am excited and thrilled to be in Columbus. The team here is magnificent, welcoming, and kind. I want to thank Jenny Gardner and the rest of the team in transitioning my first six (6) days at CRAA, you have been helpful and supportive. I want to ensure the Board and the team I will be transparent in sharing all business information; I will be up front and honest. Elaine Roberts was a successful leader at CRAA and we will continue to build on those successes; however, my leadership style will be different. I will now give my President's report, touching only on the highlights, please stop me if there are any questions. Thank you again Madame Chair and Board members.

Passenger Air Service

COMBINED AIRPORTS PASSENGER OVERVIEW

In 2017 a combined 7.8 million passengers flew from John Glenn International and Rickenbacker Charter Terminal, the most in the 88-year history of Columbus air service.

We expect this momentum to continue in 2018 with the launch of Spirit Airlines from CMH on February 15 and new service to Austin from both airports - all beginning in the next few weeks. With this new service, the Columbus Region has nearly 160 daily departures to 43 destinations between CMH and LCK.

JOHN GLENN INTERNATIONAL

At John Glenn International passenger traffic was up 4.2% for the month of December compared to 2016. This brought CMH's 2017 year-end totals to 7.5 million passengers, a 3.4% increase over the year prior and a 19% increase over the past 3 years.

Southwest was the market share leader again in 2017 with 36% of the CMH passenger share and carrying 2.7 million passengers – a growth of 4% over the year prior. Last year Southwest launched weekly service to New Orleans as well as added nonstop flights to Houston Hobby for the holiday season. In April Southwest will launch weekly nonstop service to Cancun from CMH.

American carried 1.8 million passengers in 2017, down slightly at -0.8% over the year prior, while Delta carried 1.6 million passengers in 2017 and was up 1.7%.

United was just shy of carrying 950,000 passengers in 2017, down -1.4% over the year prior.

Frontier carried 288,602 passengers in 2017, a growth of 92% as the airline completed its first full year of service. Frontier's is one of the two carriers providing new service to Austin, which will launch this April.

Air Canada carried 68,992 passengers in the year, a growth of 5.4% over 2016.

And OneJet's new twice-weekday service to Milwaukee carried 605 people in 2017 since their launch on November 1st.

RICKENBACKER PASSENGER TERMINAL

At Rickenbacker overall passenger traffic, which includes Allegiant and charter operations, was up 31% year-over-year. This is a record number of annual passenger using the Rickenbacker facility which opened in July, 2003.

Allegiant carried over 260,000 passengers from Rickenbacker in 2017. This was a strong 33% increase over their passenger total in 2016. This past year the airline introduced new service to Destin/Fort Walton Beach, Florida, and will launch new service to Austin in February.

Cargo Air Service

2017 was another remarkable year for air cargo at Rickenbacker with nearly 256 million pounds handled at our growing global cargo hub. 2017 marks the fourth straight year of annual growth with total tonnage up 26.6% over 2016. 2017 growth was once again driven by international cargo flowing through the airport aboard our scheduled international service, which grew from 12 weekly scheduled flights in 2016 to 15 in 2017. As a result, total international cargo was up 65% last year and export tonnage up 147%. Export tonnage is critical to balance our strong imports and will be key to continued growth in scheduled service. Above and beyond our scheduled service, domestic and international charters are an important part of the activity at Rickenbacker. Charters contributed 8.7 million pounds of international freight and another 6 million pounds of domestic in 2017 air freight as shippers and forwarders utilized LCK on an increasing basis for special projects and supplemental capacity.

In addition to international service, domestic cargo plays an important role in our market. Primarily flying aboard FedEx and UPS, domestic tonnage was up 1% year-over-year after decreases in both 2015 and 2016. Domestic tonnage growth has been muted for the past several years due to shifting of domestic air freight to truck wherever possible.

The final year end split for cargo at Rickenbacker came in at 48% domestic and 52% international, the first time in recent history that international traffic share is greater than domestic. As recently as 5 years ago we were a 90/10 split with domestic volume making up the lion's share of activity

In other 2017 highlights, staff continues to develop niches in specialized air freight. As a Port of Embarkation for the export of livestock, we exported 112 horses in 2017 to points around the world. In an effort to expand these services we are currently making upgrades to our livestock handling facility at Rickenbacker by adding 12 rest stalls and a new USDA work area and restrooms. The completion of this project is estimated in June 2018 and will provide additional on-airport capabilities to help to secure livestock export business.

Customer Experience

The Customer Service Team coordinated and hosted local school choirs and musicians as part of our annual holiday musical performances. The kids truly enjoy performing at the airport and our customers appreciate the festive atmosphere the performances give to the airport experience. These local musicians also enjoy performing in the airport's unique environment. The performances by local professional musicians is part of our Melodies in Motion program which was established in 2012 to bring local musical talent into the airport for live performances to enhance the customer experience.

Government Affairs

In November, we shared that staff was in the initial phase of developing a capital project funding request that would be submitted for a 2018 Capital Bill. While Capital Bill legislation doesn't usually get released until the first quarter of the year, there was a November 6th deadline to submit projects that will ultimately be on the regional priority list for consideration. The focus for CRAA's request is infrastructure development at Rickenbacker. We are seeking \$2M to expand the ramp at Air Cargo Terminal 5 to accommodate additional aircraft operations as well as the future expansion of the Air Cargo Terminal 5 facility. We are pleased to report that the project has been included in the region's list of priority projects. The list will be shared with State Legislators as they prepare the capital budget. We hope to learn the results of this process in the next couple months.

Turning towards D.C., staff will be in D.C a couple times over the next two months to highlight the Foreign Trade Zone and brief elected officials on activity at Rickenbacker and John Glenn International airports. We will also highlight the need for adequate funding to invest in our critical infrastructure.

Speaking of funding, the current stop-gap funding for the government expired on Friday, January 19 – effectively shutting down the government. Congress is expected this week to consider an extension into mid-February to give lawmakers more time to try to reach a deal on a budget framework that would pave the way for an omnibus package of FY 2018 appropriations bills. Many of the government employees at our airports work for the Federal Aviation Administration (FAA), Transportation Security Administration (TSA), and U.S. Customs and Border Patrol. Most of these employees will continue to work as "essential staff" during the shutdown. However, administrative processes at all these agencies will stop so there could be some long term impacts.

Enterprise Communications

2017 was another year of great success for CRAA. We improved on our Airport Service Quality Score, gained a new airline, added several new routes, expanded our security checkpoint lanes and CMH and LCK, and secured our 15th international cargo flight per week at LCK. We are proud of all our accomplishments from staff. Tab 8 of your board books contain a one-pager highlight just some of our accomplishments.

Winter Operations Update

Total snowfall for the 2017-2018 winter season stands at 18.1 inches, which is nearly double the amount (9.3 inches) we received during the entire 2016-2017 winter season. With several storms also including ice and very cold temperatures, conditions have been more challenging than we have experienced in the last few years. Nevertheless, better planning, training and equipment have all helped our airfield crews to manage winter conditions better than ever before. For example, the January 12 storm started with heavy rain, then freezing rain, then high winds with blowing snow and very cold temperatures. Based on the forecast and prior experience, staff expected multiple airfield closures due to pavement icing. Despite the blizzard-like conditions, the teams were able to keep CMH open throughout the entire duration of the storm. LCK also experienced no unplanned closures. Six new pieces of multi-function equipment were purchased and placed into service at CMH; that new equipment contributed significantly to avoiding closures as well as shortening the time required to clear the runways, taxiways & ramps.

Airport Police Department awarded Ohio Collaborative Law Enforcement Agency Certification

The Airport Police Department was notified in December that it has been certified as fully compliant with newly-established State of Ohio standards for police departments. The Ohio Collaborative Community-Police Advisory Board conducted an evaluation of the Department in mid-2017, and found it to be in full compliance with all the applicable standards. No standards, evaluation process or certification requirements for police departments had previously existed at the state level.

Allegiant Recognizes LCK Ground Handling Team Performance

Rickenbacker Aviation's ground handling team received recognition from Allegiant Airlines for Performance Excellence for Calendar Year 2017. Of the 885 Allegiant flights handled, on-time performance for delays within our control was 96.8%. This ranks Rickenbacker at the 29th best of Allegiant's 112 total stations.

CRAA 2017 Top Accomplishments

Nardone informed the Board that in their binders is a flyer on CRAA 2017 Top Accomplishments. Williams said there are a lot of good things going on here that are not understood out in the market place and asked if this information is pushed out to key constituents. Tabor informed the Board it is included in a community report sent out highlighting accomplishments and current initiatives. Tomasky stated the flyer is a great page to put out on the website for all to see. Tabor to put flyer on website.

READING OF RESOLUTIONS

RESOLUTION #01-18 AUTHORIZING THE PURCHASE OF FIVE (5) 2018 PROPANE/GAS HYBRID SHUTTLES IN THE AMOUNT OF \$330,250 FROM THE EXISTING CONTRACT #1004035, OCP#PGT-2014-001 WITH BUS SERVICE INC. FOR USE IN THE REMOTE SHUTTLE LOTS AT JOHN GLENN COLUMBUS INTERNATIONAL AIRPORT.

MOVED: **E. Kessler**;
YEA: **7** NAY: **0**

SECONDED: **W. Heifner**
ABSTAIN: _____

RESOLUTION #02-18 RATIFYING THE PURCHASE AGREEMENT IN AN AMOUNT OF \$301,000 WITH RED STONE FARM LLC TO MITIGATE ISOLATED WETLAND IMPACTS RESULTING FROM THE MIDFIELD DEVELOPMENT PROGRAM AT JOHN GLENN COLUMBUS INTERNATIONAL AIRPORT.

MOVED: **K. Ransier**; SECONDED: **E. Kessler**
YEA: **7** NAY: **0** ABSTAIN: _____

RESOLUTION #03-18 AUTHORIZING AN INCREASE IN THE AMOUNT OF \$729,788.84 TO THE MASTER SERVICE AGREEMENT WITH AMERIBRIDGE, LLC FOR THE PURCHASE AND INSTALLATION OF PASSENGER BOARDING BRIDGES AT JOHN GLENN COLUMBUS INTERNATIONAL AIRPORT.

MOVED: **W. Heifner**; SECONDED: **K. Ransier**
YEA: **7** NAY: **0** ABSTAIN: _____

RESOLUTION #04-18 AUTHORIZING A CONTRACT IN THE AMOUNT OF \$3,688,000 WITH R.W. SETTERLIN BUILDING COMPANY, FOR PROJECT #16015, ESCALATORS 1-12 AND F REPLACEMENT AT JOHN GLENN COLUMBUS INTERNATIONAL AIRPORT.

MOVED: **K. Ransier**; SECONDED: **W. Heifner**
YEA: **7** NAY: **0** ABSTAIN: _____

RESOLUTION #05-18 AUTHORIZING AN INCREASE IN THE AMOUNT OF \$296,851 TO THE MASTER SERVICE AGREEMENT WITH HILL INTERNATIONAL, INC., FOR AS-NEEDED CONSTRUCTION MANAGEMENT AND TESTING SERVICES AT JOHN GLENN COLUMBUS INTERNATIONAL, RICKENBACKER INTERNATIONAL, AND BOLTON FIELD AIRPORTS.

MOVED: **W. Heifner**; SECONDED: **E. Kessler**
YEA: **7** NAY: **0** ABSTAIN: _____

RESOLUTION #06-18 AUTHORIZING AN INCREASE IN THE AMOUNT OF \$1,290,352 TO THE MASTER SERVICES AGREEMENT WITH R.W. BLOCK CONSULTING, INC., TO PROVIDE FY2018 PROGRAM MANAGEMENT OVERSIGHT AND ADVISORY SERVICES RELATED TO THE MIDFIELD DEVELOPMENT PROGRAM AT JOHN GLENN COLUMBUS INTERNATIONAL AIRPORT.

MOVED: **W. Heifner**; SECONDED: **T. Williams**
YEA: **7** NAY: **0** ABSTAIN: _____

RESOLUTION #07-18 AUTHORIZING THE EXECUTION OF CONCESSION AGREEMENTS AND RELATED DOCUMENTS FOR THE USE, OCCUPANCY, AND OPERATION OF THE FUTURE CONSOLIDATED RENTAL CAR FACILITY AT JOHN GLENN COLUMBUS INTERNATIONAL AIRPORT.

MOVED: **E. Kessler**; SECONDED: **K. Ransier**
YEA: **6** NAY: **0** ABSTAIN: **W. Heifner**

RESOLUTION #08-18 AN INCREASE IN THE AMOUNT OF \$102,263.20 TO PROFESSIONAL SERVICES MASTER AGREEMENT # ADMI-2015-PEO-2012-001-001 WITH NESCO RESOURCE COMPANY FOR TEMPORARY PROJECT MANAGEMENT STAFFING SERVICES AT JOHN GLENN COLUMBUS INTERNATIONAL AIRPORT.

MOVED: **E. Kessler**; SECONDED: **T. Williams**
YEA: **7** NAY: **0** ABSTAIN: _____

RESOLUTION #09-18 DETERMINING THE NECESSITY TO ISSUE CUSTOMER FACILITY CHARGE REVENUE BONDS OF THE AUTHORITY IN AN ESTIMATED MAXIMUM PRINCIPAL AMOUNT OF \$110,000,000, FOR THE PURPOSE OF PAYING THE COSTS OF CONSTRUCTING A CONSOLIDATED CAR RENTAL FACILITY; AUTHORIZING THE SELECTION OF RELATED PROFESSIONAL SERVICE FIRMS; AND AUTHORIZING THE PREPARATION OF ALL DOCUMENTATION RELATED THERETO.

MOVED: **K. Ransier**; SECONDED: **T. Williams**
YEA: **6** NAY: **0** ABSTAIN: **W. Heifner**

RESOLUTION #10-18 DETERMINING THE NECESSITY OF COMMENCING AN ACTION TO OBTAIN AN ADJUDICATION REGARDING THE AUTHORITY OF THE COLUMBUS REGIONAL AIRPORT AUTHORITY TO ISSUE ITS PROPOSED CUSTOMER FACILITY CHARGE REVENUE BONDS, AND THE VALIDITY AND LEGALITY OF ALL PROCEEDINGS TAKEN AND PROPOSED TO BE TAKEN IN CONNECTION THEREWITH.

MOVED: **K. Ransier**; SECONDED: **E. Kessler**
YEA: **6** NAY: **0** ABSTAIN: **W. Heifner**

OTHER BUSINESS

With no further business being brought before the board, Chair Tomasky moved to adjourn. Kessler seconded. Chair Tomasky adjourned the meeting at 4:50 p.m. on Tuesday, January 23, 2018.

Respectfully submitted,



Joseph R. Nardone, CM
Secretary

JN | tlo