



## BOARD OF DIRECTORS | MEETING MINUTES OF APRIL 23, 2019

Present: William R. Heifner, Chair  
Jordan A. Miller Jr., Vice Chair  
Frederic Bertley  
Don M. Casto III  
Karen J. Morrison  
Terrance Williams

Absent: Paul Chodak III  
Elizabeth P. Kessler  
Susan Tomasky

CRAA Executive Staff: Joseph R. Nardone, C.M., President & Chief Executive Officer  
Tory Richardson, A.A.E., Executive Vice President & Chief Operating Officer  
Randy Bush, Chief Financial Officer  
Amanda Wickline, General Counsel & Chief Administrative Officer  
Casey Denny, Chief Asset Officer  
Shannetta Griffin, Chief Development Officer  
David Whitaker, Chief Commercial Officer

CRAA Staff: J. Aldergate, S. Bell, E. Dresbach, K. Easterday, J. Gardner, C. Goodwin, R. Gray, T. Henson, J. Lizotte, J. Pemberton, C. Price, B. Sarkis, K. Shirer, P. Streitenberger, A. Tabor

Others Present: Chris Burrows, CBI  
Tony Core, Squire Patten Boggs  
Tim Feran, The Columbus Dispatch  
Chris Franzmann, Squire Patten Boggs  
Kevin McPeek, PFM  
Paul Strack, Woolpert  
Jim Thompson, Port Columbus Historical Society

### CALL TO ORDER

Chair Heifner called the meeting of the Columbus Regional Airport Authority Board of Directors to order at 4 p.m. Tuesday, April 23 2019.

### MINUTES

Chair Heifner asked if there were any additions or corrections to the minutes of the March 26, 2019, meeting. Hearing none, Williams moved for approval; Morrison seconded. Motion passed.

### COMMITTEE REPORTS

#### *Air Service and Customer Experience Committee:*

Williams reported the committee had not met since the last Board meeting; however, the quarterly report on current CRAA initiatives for the Board was emailed April 11, 2019. Williams encouraged comments from Board members on the report in an effort to make the report more meaningful for their use. Heifner shared the report was both informative and helpful. The committee's next meeting is May 28, 2019.

#### *Business Development and Logistics Committee:*

Casto reported the committee had not met since the last Board meeting and that the committee's next meeting is April 29, 2019.

*Facilities and Services Committee:*

Williams reported the committee met on April 17, 2019 and discussed the following:

- Update to major capital projects report: CONRAC, utility corridor, escalators, LCK MOS, de-ice pad and Residence Inn.
- Capital updates-2019/2020.
- Reviewed and discussed resolutions 26-31, to come before the Board.
- The next Facilities and Services Committee meeting is May 22, 2019.

*Finance and Audit Committee:*

Miller reported the committee met prior to the Board meeting and discussed the following:

- Bush provided an overview of the March financial statements.
- Bush provided an update on the bond sale.
- 2018 Audit Results were presented.
- Bush shared rating reports are now on the portal under the news section.

*Human Resources Committee:*

Casto reported the committee had not met since the last Board meeting and that the committee’s next meeting is June 25, 2019.

**President & CEO Report**

Nardone provided brief remarks on the April President’s Report as documented in the agenda, which may be obtained online:

<https://columbusairports.com/about-us/leadership-team/craa-board-of-directors/craa-board-meetings-and-minutes>

Nardone recognized Christina Price, CRAA Executive Administrator, for her effort in making sure the CRAA travel policy supports CMH & LCK non-stop flights, just as we ask those in our community to do. Christina was also recognized as part of the team that worked on the bond rating effort.

**RESOLUTIONS VOTE**

**RESOLUTION #26-19** of the Columbus Regional Airport Authority authorizing a three year management agreement with Aero Management Group to provide fixed-base operator (FBO) management and other airport services at Bolton Field Airport in the estimated amount of \$631,000 per year.

MOVED: J. Miller;	SECONDED: F. Bertley
YEA: 6 NAY: _____	ABSTAIN: _____

**RESOLUTION #27-19** of the Columbus Regional Airport Authority authorizing a contract in the amount of \$242,371 with Twist Aero for the replacement of three (3) pre-conditioned air units at John Glenn Columbus International Airport.

MOVED: D. Casto;	SECONDED: T. Williams
YEA: 6 NAY: _____	ABSTAIN: _____

**RESOLUTION #28-19** of the Columbus Regional Airport Authority to establish task orders pursuant to the existing master agreement with Moody. Nolan LLC, in an amount of \$274,269 for on-call architectural services for projects #17048 – Extended Stay Hotel – Residence Inn, #18040 Environmental Branding, #19021 AFM Improve – Admin Bldg. Remodel, And #13055 – Curb Front Improvements at John Glenn Columbus International Airport.

MOVED: F. Bertley;	SECONDED: J. Miller
YEA: 5 NAY: _____	ABSTAIN: W. Heifner

**RESOLUTION #29-19** of the Columbus Regional Airport Authority to authorize GMP amendment #5 to the contract with Turner Construction Company in the amount of \$62,726,991 for project #9911b, the consolidated rental car facility at John Glenn Columbus International Airport.

MOVED: D. Casto;  
YEA: 6 NAY: \_\_\_\_\_

SECONDED: T. Williams  
ABSTAIN: \_\_\_\_\_

**RESOLUTION #30-19** of the Columbus Regional Airport Authority authorizing the purchase of licenses and professional services from Cornerstone Ondemand, Inc., in the amount of \$200,000 to complete implementation of CRAA's talent management software.

MOVED: F. Bertley;  
YEA: 6 NAY: \_\_\_\_\_

SECONDED: K. Morrison  
ABSTAIN: \_\_\_\_\_

**RESOLUTION #31-19** of the Columbus Regional Airport Authority authorizing a contract in the amount of \$259,495 with Communications Design Group, Inc., for the purchase of eighty-eight (88), 7-800 MHZ radios, project # 19013, for use at John Glenn Columbus International, Rickenbacker International, and Bolton Field airports.

MOVED: T. Williams;  
YEA: 6 NAY: \_\_\_\_\_

SECONDED: K. Morrison  
ABSTAIN: \_\_\_\_\_

**RESOLUTION #32-19** of the Columbus Regional Airport Authority repealing and replacing the bylaws of the Columbus Regional Airport Authority.

MOVED: D. Casto;  
YEA: 6 NAY: \_\_\_\_\_

SECONDED: J. Miller  
ABSTAIN: \_\_\_\_\_

**EXECUTIVE SESSION**

Heifner motioned for an executive session, pursuant to Ohio Revised Code 121.22(G)(3) and (6), to conference with an attorney for the authority and to discuss our cyber security program. Heifner noted that these are two separate and unrelated matters to discuss.

In addition to the Board members, Heifner moved that the CRAA Executive Staff, Jim Lizotte, Eric Dresbach, Tracy Henson, Jenny Gardner, and the representatives from CBI to remain for the executive session and all others present be excused from the room until the Board reconvenes regular session. Miller seconded the motion.

Heifner took a roll call vote and moved into executive session at 4:30 p.m. to discuss the cyber security program. Lizotte, Dresbach, and the CBI representative completed the first session at 4:55 p.m. and exited the boardroom. At 5:00 p.m., Heifner left the session turning the meeting over to Miller. The second topic of the session, to conference with an attorney, began at 5 p.m., with Peter Kirsch joining via conference call.

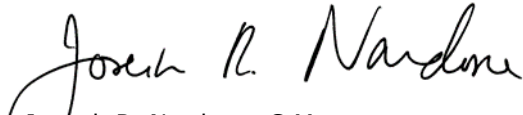
Miller motioned to reconvene; Casto seconded. Miller took a roll call vote ending the executive session at 5:37 p.m. and reconvening the regular session. No actions were taken and no decisions were made in executive session.

Board Member:	Into Executive Session			To Reconvene Business		
	Yea	Nay	Abstain	Yea	Nay	Abstain
Frederic Bertley	X			X		
Don M. Casto, III	X			X		
William R. Heifner	X			Absent		
Jordan A. Miller	X			X		
Karen J. Morrison	X			X		
Terrance Williams	X			X		

**OTHER BUSINESS**

With no further business brought before the Board, Casto motioned to adjourn; Williams seconded; Vice Chair Miller adjourned the meeting at 5:38 p.m. Tuesday, April 23, 2019.

Respectfully submitted,

  
Joseph R. Nardone, C.M.  
Secretary  
JRN | tlh