



MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF JAN. 28, 2020

Present: William R. Heifner, Chair
Jordan A. Miller Jr., Vice Chair
Frederic Bertley
Don M. Casto III – via teleconference; non-voting
Paul Chodak III – via teleconference; non-voting
Elizabeth P. Kessler
Susan Tomasky

Absent: Karen J. Morrison
Terrance Williams

CRAA Executive Staff: Joseph R. Nardone, C.M., President & Chief Executive Officer
Amanda Wickline, General Counsel & Chief Administrative Officer
Randy Bush, Chief Financial Officer
Shannetta Griffin, Chief Commercial Officer
Tom McCarthy, Chief Planning & Engineering Officer
Jodie Bare, Chief Innovation Officer

CRAA Staff: K. Bailey, K. Easterday, S. Fitzpatrick, R. Fridley, J. Gardner, C. Goodwin, R. Gray, J. Pemberton, C. Pollock, B. Sarkis, K. Shirer, T. Smith, P. Streitenberger, C. Tracy

Others Present: Don Barker, TSA
Kenny Birk, VS Engineering
Josh Epperson, VS Engineering
Donald Gaitten, Terracon Consultants Inc.
Meghan Rankey, Schaefer
Kyle Sellers, Gilbane Building Company
Sonja Simpson, Michael Baker International
Greg Stidham, Shirk & O'Donovan
Kristen Studabaker, Carpenter Marty Transportation
Jim Thompson, Port Columbus US Historical Society

CALL TO ORDER

Chair Heifner called the meeting of the Columbus Regional Airport Authority Board of Directors to order at 4:02 p.m., Tuesday, Jan.28, 2020.

MINUTES

Chair Heifner noted one correction to the minutes of the Dec. 03, 2019, meeting.

The minutes will be revised to reflect that the Finance and Audit Committee reviewed the October financials and not the September financials.

Chair Heifner then asked if there were any additional changes or corrections to the minutes.

Hearing no additional changes or corrections, Miller moved for approval; Kessler seconded. Motion passed.

TSA Update

Don Barker, TSA Federal Security Director for Ohio, addressed the Board on new technology items introduced at CMH. Updates include new Computed Tomography (CT) X-ray machine at Concourse B checkpoint which will allow for a more thorough image of carry-on baggage; a Credential Authentication Technology (CAT) machine which will work in conjunction with Real ID verification at TSA ticket document stations; and an upgrade to the baggage screening system. Barker also touched on the recent tensions with Iran.

Coronavirus Update

Charlie Goodwin and Chris Pollock addressed the Board on Coronavirus. Pollock detailed the Authority's partnerships with local public health entities and plans to address Coronavirus if needed.

Committee Updates

Chair Heifner referenced new committee assignments for 2020:

To begin, Chair Heifner thanked Tomasky and Casto for their continued board and committee service while we await the appointment of their successors. Chair Heifner also noted that Tomasky and Casto would continue to serve on their currently assigned committees during this period.

- Air Service & Customer Experience Committee – Chair Bertley, Casto, Kessler and Williams
- Business Development & Logistics Committee – Chair Kessler, Casto, Chodak, Morrison and Tomasky
- Facilities & Services Committee – Chair Chodak, Heifner and Williams
- Finance & Audit Committee – Chair Miller, Bertley and Heifner
- Human Resources Committee – Chair Morrison, Casto, Heifner, Miller and Tomasky

COMMITTEE REPORTS

Air Service and Customer Experience Committee:

Kessler reported the committee had not met since the last Board meeting and that the committee's next meeting is Feb. 19, 2020.

Business Development and Logistics Committee:

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

- Logistics report on 2019 year-end air cargo and exports status.
- 2020 Logistics Strategic Plan.
- Real estate activity for CMH, LCK and TZR.
- The committee's next meeting is April 22, 2020.

Facilities and Services Committee:

Chodak reported the committee met on Jan. 22, 2020, and discussed the following:

- Review of safety metrics, which showed a decline in lost time incidents. The committee is pleased with staff's efforts in this regard.
- Updates to major capital projects report: CONRAC, Residence Inn, utility corridor, escalators, LCK MOS and Rickenbacker Global Logistics Park – all projects are tracking well.
- 2020 off to good start with 11 projects totaling \$112M.
- Review of six resolutions: 01-20, 02-20, 03-20, 04-20, 05-20 and 06-20.
- The committee's next meeting is Feb. 19, 2020.

Finance and Audit Committee:

Miller reported the committee met on Jan. 22, 2020, and discussed the following:

- Review of financial feasibility.
- A request from Jeff Hobson, a representative of My Chauffeur, to review pick-up/drop-off fees.
- An update from the internal audit staff regarding the 2020 Audit Plan and audits completed in 2019.
- The proposed new financial trend report. The new report was shared with the full Board and feedback is requested.
- Bush provided an overview of the December financial statements.

- The committee’s next meeting is Feb. 19, 2020.

Human Resources Committee:

Miller reported the committee met on Dec. 12, 2019, and discussed the following:

- Nardone’s 2019 performance, including notable organizational accomplishments.
- Consideration of new employment agreement for Nardone. Committee recommends approval of the resolution seeking authorization for the Board Chair to negotiate and enter into a new agreement with Nardone.

President & CEO Report:

Nardone provided brief remarks regarding the January President’s Report, which may be obtained online:

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

- Nardone introduced Jodie Bare, the Authority’s new Chief of Innovation.
- Reviewed several key 2019 accomplishments. Full list in the pre-read materials are available on the Board portal.

RESOLUTIONS VOTE

RESOLUTION #01-20 of the Columbus Regional Airport Authority authorizing an increase in the amount of \$200,478 to the Master Services Agreement with Landrum & Brown Inc., for on-call environmental review (NEPA) services associated with Task Order #22 for project #19023, Rickenbacker Global Logistics Park Cargo Campus Development at Rickenbacker International Airport.

MOVED: J. Miller; SECONDED: E. Kessler
 YEA: 5 NAY: _____ ABSTAIN: _____

RESOLUTION #02-20 of the Columbus Regional Airport Authority authorizing the submittal of a matching grant application to the Ohio Department of Transportation seeking reimbursement for the acquisition of snow removal equipment (SRE) five (5) high-speed 6x6 24’ plow trucks with V-beds) for use at John Glenn Columbus International Airport.

MOVED: S. Tomasky; SECONDED: J. Miller
 YEA: 5 NAY: _____ ABSTAIN: _____

RESOLUTION #03-20 of the Columbus Regional Airport Authority authorizing the submittal of a matching grant application to the Ohio Department of Transportation seeking reimbursement for the acquisition of snow removal equipment (SRE) at Rickenbacker International Airport: One (1) high-speed 6x6 5000-gallon Deicer truck with 75-foot rack; one (1) Tandem Axle Plow/Spreaders Truck; and one (1) 5-yard Articulating Loader.

MOVED: S. Tomasky; SECONDED: F. Bertley
 YEA: 5 NAY: _____ ABSTAIN: _____

RESOLUTION #04-20 of the Columbus Regional Airport Authority authorizing an increase in the amount of \$296,569 to the Master Services Agreement with Orchard, Hiltz & McCliment Inc. (OHM Advisors) for on-call architectural services associated with Task Orders for projects #18033 – Elevators 1-5, and #19012 – 2019 Passenger Boarding Bridges, both at John Glenn Columbus International Airport.

MOVED: E. Kessler; SECONDED: J. Miller
 YEA: 5 NAY: _____ ABSTAIN: _____

RESOLUTION #05-20 of the Columbus Regional Airport Authority authorizing the execution of a consolidated Third Amendment to extend the Ground Lease Agreement with Federal Express Corporation for the areas known as the

Security Building, the Truck Scale and Block Heaters located at 7066 Cargo Road, Columbus, Ohio, at Rickenbacker International Airport through Oct. 30, 2030.

MOVED: S. Tomasky;
YEA: 5 NAY: _____

SECONDED: F. Bertley
ABSTAIN: _____

RESOLUTION #06-20 of the Columbus Regional Airport Authority authorizing the President & CEO or his designee to authorize the grant of real property, in the form of a road right-of-way, to the City of Columbus for improvements to public highways and roads adjacent to Shook Road and State Route 317 at Rickenbacker International Airport.

MOVED: F. Bertley;
YEA: 5 NAY: _____

SECONDED: J. Miller
ABSTAIN: _____

RESOLUTION #07-20 of the Columbus Regional Airport Authority authorizing the Chair of the Board to negotiate on behalf of the Columbus Regional Airport Authority ("the Authority") a new employment agreement with Joseph R. Nardone with such terms and conditions that are in the Authority's best interest and as may be either recommended by the Human Resources Committee of the Board or deemed appropriate by the Chair of the Board.

MOVED: E. Kessler;
YEA: 5 NAY: _____

SECONDED: F. Bertley
ABSTAIN: _____

RESOLUTION #08-20 of the Columbus Regional Airport Authority recognizing Don M. Casto III for his 26 years of dedication and exemplary service to the Columbus Regional Airport Authority.

MOVED: J. Miller;
YEA: 5 NAY: _____

SECONDED: E. Kessler
ABSTAIN: _____

RESOLUTION #09-20 of the Columbus Regional Airport Authority recognizing Susan Tomasky for her 11 years of dedication and exemplary service to the Columbus Regional Airport Authority.

MOVED: E. Kessler;
YEA: 5 NAY: _____

SECONDED: J. Miller
ABSTAIN: _____

OTHER BUSINESS

Chair Heifner requested a motion to nominate Jenny Gardner as the Assistant Secretary to the Board; Tomasky moved for approval; Kessler seconded. Motion passed.

Nardone recognized Ray Fridley as the 2019 Employee of the Year. Fridley is a project manager in the Planning & Engineering division. Nardone noted Fridley's tireless commitment to the organization; forward-thinking, positive attitude; and excellent work ethic.

With no further business brought before the Board, Chair Heifner adjourned the meeting at 5:02 p.m. Tuesday, Jan. 28, 2020.

Respectfully submitted,


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