



MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF Feb. 25, 2020

Present: William R. Heifner, Chair
Frederic Bertley
Ramon Jones
Elizabeth P. Kessler
Karen J. Morrison

Absent: Paul Chodak III
Jordan A. Miller Jr., Vice Chair

Informational Only: Don M. Casto III
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
Casey Denny, Chief Asset Officer

CRAA Staff: A. Atwood, K. Bailey, S. Bell, K. Easterday, S. Fitzpatrick, J. Gardner, C. Goodwin, J. Pemberton, C. Price, B. Sarkis, B. Schreiber, K. Shirer, P. Streitenberger, C. Tracy

Others Present: Jeff Hobson, My Chauffeur
Tom Kromer, POCAT
Andrew Schneider, TranSystems
Greg Stidham, Shirk & O'Donovan
Kristen Studabaker, Carpenter Marty Transportation

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, Feb. 25, 2020.

WELCOME

Chair Heifner welcomed newest board member Ramon Jones, Executive Vice President and Chief Marketing Officer of Nationwide. Jones was appointed by the Franklin County Commissioners, filling the seat vacated by Susan Tomasky.

MINUTES

Chair Heifner asked if there were any additions or corrections to the minutes of the Jan. 28, 2020, meeting. Hearing none, Bertley moved for approval; Morrison seconded. Motion passed.

COMMITTEE REPORTS

Air Service and Customer Experience Committee:

Bertley reported the committee met on Feb. 19, 2020, and discussed the following:

- Update on air service outlook for first half of 2020.

- Air service strategy for 2020.
- Coronavirus update.
- Delighting the Customer presentation.
- The committee’s next meeting is on March 18, 2020.

Bertley introduced Kristen Easterday who shared the Delighting the Customer presentation with the full board.

Business Development and Logistics Committee:

Kessler reported the committee had not met since the last Board meeting and that the committee’s next meeting is scheduled for April 22, 2020.

Facilities and Services Committee:

Heifner reported the committee met on Feb. 19, 2020, and discussed the following:

- Review of safety metrics, which remain very positive.
- Presentation on CRAA’s renewable energy program with American Electric Power of Ohio.
- Updates to major capital projects report: CONRAC and Rickenbacker taxiway improvements. All projects are tracking well.
- Presentation on the CONRAC shuttle bus evaluation process and staff recommendation.
- Review of six resolutions: 11-20, 12-20, 13-20, 14-20, 15-20 and 16-20.
- The committee’s next meeting is March 18, 2020.

At Heifner’s request, Nardone and McCarthy then spoke about the CONRAC shuttle bus evaluation process and staff recommendation to the full board.

Finance and Audit Committee:

Miller reported the committee met on Feb. 19, 2020, and discussed the following:

- Update from our Investment Advisor, Rockbridge Hotels, on the performance of the Fairfield Inn & Suites.
- Review of the CRAA’s savings for 2019 and long-range goal for the future terminal.
- Review of one resolution: 10-20.
- Bush provided an overview of the January financial statements.
- The committee’s next meeting is March 18, 2020.

Human Resources Committee:

Morrison reported the committee had not met since the last Board meeting and that the committee’s next meeting is scheduled for March 18, 2020.

President & CEO Report:

Nardone provided brief remarks regarding the February 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 recognized Angie Atwood, FTZ Program Manager, as the recipient of the inaugural Homer Maxey award presented by the National Association of Foreign-Trade Zones. The award recognizes a foreign-trade zone professional who has made outstanding contributions and provided significant support to FTZ advocacy. Board congratulated Atwood for the award.

RESOLUTIONS VOTE

RESOLUTION #10-20 of the Columbus Regional Airport Authority authorizing a contract in the amount of \$408,093.19 with CDWG for the purchase of Cisco (Model 9300) switches, related hardware and licensing, Project #20002, Technology Refresh, for installation at John Glenn Columbus International Airport.

MOVED: K. Morrison;

SECONDED: F. Bertley

YEA: 5 NAY: _____

ABSTAIN: _____

RESOLUTION #11-20 of the Columbus Regional Airport Authority authorizing a contract in the amount of \$300,421.50 with B&B Sealing LLC, dba Dura Seal (Dura Seal), for improvements to the Red Lot at John Glenn Columbus International Airport.

MOVED: E. Kessler;

SECONDED: F. Bertley

YEA: 5 NAY: _____

ABSTAIN: _____

RESOLUTION #12-20 of the Columbus Regional Airport Authority authorizing an increase in the amount of \$301,152.43 to the Master Services Agreement with Moody Nolan LLC. Inc. (Moody Nolan) for on-call architectural services associated with Task Orders for project #9911B – CONRAC Garage Reclamation at John Glenn Columbus International Airport.

MOVED: _____;

SECONDED: _____

YEA: _____ NAY: _____

ABSTAIN: W. Heifner

Before a vote was taken, Heifner indicated a need to abstain. Following such an abstention, there was not a quorum available to vote.

RESOLUTION #13-20 Withdrawn from consideration by staff. Resolution number is reserved.

RESOLUTION #14-20 of the Columbus Regional Airport Authority authorizing the President & CEO of the Columbus Regional Airport Authority (CRAA) to execute a contract with New Flyer of America Inc., (New Flyer) in an amount not to exceed \$3,500,000 for the purchase of three (3), 40- foot battery electric buses, and initial annual battery lease for the buses, to accommodate the shuttle service related to the new Consolidated Rental Car (CONRAC) facility at John Glenn Columbus International Airport.

MOVED: E. Kessler;

SECONDED: R. Jones

YEA: 5 NAY: _____

ABSTAIN: _____

RESOLUTION #15-20 of the Columbus Regional Airport Authority authorizing the President & CEO of the Columbus Regional Airport Authority (CRAA) to enter into a contract with Bus Services LLC (Bus Services) in an amount not to exceed \$900,000 for the purchase of three (3) 40-foot, propane-powered buses to accommodate the shuttle service related to the new Consolidated Rental Car (CONRAC) facility at John Glenn Columbus International Airport.

MOVED: K. Morrison;

SECONDED: R. Jones

YEA: 5 NAY: _____

ABSTAIN: _____

RESOLUTION #16-20 of the Columbus Regional Airport Authority authorizing the President & CEO of the Columbus Regional Airport Authority (CRAA) to execute a contract in an amount not to exceed \$2,700,000 with First Transit Inc. (First Transit), for the provision of a maintenance facility, maintenance services and operations management services for 40-foot Consolidated Rental Car (CONRAC) facility shuttle buses for use at John Glenn Columbus International Airport.

MOVED: F. Bertley;

SECONDED: E. Kessler

YEA: 5 NAY: _____

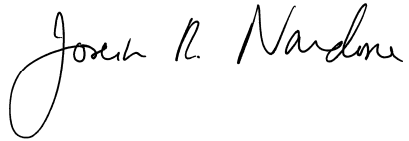
ABSTAIN: _____

OTHER BUSINESS

Jeff Hobson of My Chauffeur addressed the board regarding transportation fees. Heifner advised that the Board would take the matter under consideration.

With no further business brought before the Board, Bertley motioned to adjourn; Morrison seconded; Chair Heifner adjourned the meeting at 5:06 p.m. Tuesday, Feb. 25, 2020.

Respectfully submitted,

A handwritten signature in black ink that reads "Joseph R. Nardone". The signature is written in a cursive style with a large, looping initial "J".

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