



MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF JULY 28, 2020

Present: William R. Heifner, Chair – via teleconference
Jordan A. Miller, Vice Chair – via teleconference
Paul Chodak III – via teleconference
Ramon Jones – via teleconference
Elizabeth P. Kessler – via teleconference
Karen J. Morrison – via teleconference
Terrance Williams – via teleconference

Absent: Frederic Bertley
Kenny McDonald

CRAA Executive Staff: Joseph R. Nardone, C.M., President & Chief Executive Officer
Jodie Bare, Chief Innovation Officer – via teleconference
Randy Bush, Chief Financial Officer
Casey Denny, Chief Operations Officer – via teleconference
Shannon Fitzpatrick, Chief People Officer – via teleconference
Tom McCarthy, Chief Planning & Engineering Officer
Amanda Wickline, General Counsel & Chief Administrative Officer

CRAA Staff: K. Bailey, J. Gardner

CRAA Staff via teleconference: S. Bell, K. Easterday, C. Goodwin, R. Gray, S. McQuaide, C. Price, B. Sarkis, P. Streitenberger

Others present via teleconference: Don M. Casto III – Former CRAA Board Member
Donald Gaitten – Terracon
Kyle Sellers – Gilbane Building Company
Sam Stilter – VS Engineering

CALL TO ORDER

Chair Heifner called the meeting of the Columbus Regional Airport Authority Board of Directors to order at 4 p.m., Tuesday, July 28, 2020. A roll call was completed to confirm Board member, staff and guest attendance. Gardner confirmed that all attendees were able to hear the meeting and had access to the meeting materials.

Chair Heifner stated that the meeting was being conducted by telephone. In recognition of the fact that all members were participating by phone, Chair Heifner asked each attendee to identify themselves when they spoke and stated that all votes taken during the meeting would be conducted by roll call votes to ensure a clear and accurate record.

MINUTES

Chair Heifner asked if there were any corrections to the minutes for June 2, 2020. Hearing none, Chodak moved for approval; Kessler seconded. Chair Heifner conducted a roll call vote. Motion to approve the minutes passed.



Member Present	In Favor	Opposed	Abstain
Mr. Heifner	X		
Mr. Miller	X		
Dr. Bertley	ABSENT		
Mr. Chodak	X		
Mr. Jones	X		
Ms. Kessler	X		
Mr. McDonald	ABSENT		
Ms. Morrison	X		
Mr. Williams	X		

CHAIRMAN COMMENTS

Chair Heifner spoke about the appointment of Kenny McDonald to the CRAA Board of Directors and retirement of Don M. Casto III. McDonald was appointed by the City of Columbus in early July to fill the seat being vacated by Casto. McDonald is the president and chief economic officer of OneColumbus and he leads the region's growth strategy and competitiveness agenda. With this appointment, Casto's service officially concludes after 26 dedicated years. During his tenure, Casto was at the forefront of early major airside and landside projects that enhanced our current infrastructure, he helped expand air services and facilities, and he led significant business development efforts involving real estate transactions. Casto was honored in January with the passing of resolution 08-20 detailing his contributions. Chair Heifner thanked Casto again for his extraordinary service to CRAA before giving Casto the floor.

Casto remarked that it had been a privilege and honor to serve with the other Board members and for the Airport Authority for the past 26 years. He remarked about the changes he had seen occur at the Airport Authority during his service including the incorporation of Rickenbacker, 9/11, the terminal modernization project and now the pandemic.

Nardone thanked Mr. Casto for his leadership and guidance during his tenure on CRAA's Board of Directors.

COMMITTEE REPORTS

Air Service and Customer Experience Committee:

Kessler reported the committee has not met since the last Board meeting. The committee's next meeting is Aug. 19, 2020.

Business Development & Logistics Committee:

Kessler reported the committee met on July 22, 2020, and discussed the following:

- Update regarding the air cargo activity at Rickenbacker which described the impacts on capacity and activity due to COVID-19. This included the innovative solution that the staff implemented to assist with unloading unpalletized cargo from Emirates Airline flights.
- Review of the current leasing activity for Airport Authority properties and surrounding logistics park.
- The committee's next meeting is Oct. 21, 2020.

Facilities & Services Committee:

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

- Review of safety metrics, which remain positive. The team continues to emphasize the importance of following all COVID-19 safety precautions both while at work and away.
- Review of the major capital projects report. Projects are being monitored for schedule impacts related to material delays due to the pandemic. To date, the CONRAC, Residence Inn and escalators 1-12 and F project schedules



have been impacted. It was noted that any schedule extensions due to COVID-19 are no-cost changes to the projects, and only result in an extension of time. The car rental companies have requested that the opening be delayed by 24 months. CRAA is preparing a response to the request.

- Review of two resolutions: 31-20 and 32-20.
- The committee's next meeting is Aug. 19, 2020.

Finance & Audit Committee:

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

- Staff provided an overview of the June financial statements.
 - Revenue of \$49 million against a budget of \$46 million; however, a portion of the revenue is CARES Act funds (listed in Other Income) that were received. Revenue for 2020 is down \$15 million from this time last year; if not for CARES Act funds, that figure would be closer to \$20 million.
 - Significant impacts to rental car and hotel operations due to COVID-19.
 - Rickenbacker favorable to revised budget.
 - Chair Miller expressed his gratitude to the Airport Authority team for the outstanding performance despite the challenging times.
- An update regarding current internal audits.
- A review of the 2021 budget assumptions.
- The committee's next meeting is Aug. 19, 2020.

Human Resources Committee:

Morrison reported the committee has not met since the last Board meeting. The committee did have the opportunity to preview resolutions 28-20 and 29-20 relating to the AFSCME and FOP bargaining unit agreements. Due to the uncertainties and complexities presented by the pandemic, the CRAA team proposed and both bargaining units have voted on and passed a one-year agreement in lieu of the traditional three-year agreement. The committee reviewed the resolutions via email in advance of today's meeting and the committee had no concerns and recommends approval. The committee commends Fitzpatrick and her staff for their success on the agreements. The committee's next meeting will be Sept. 16, 2020.

PRESIDENT & CEO REPORT

Nardone provided brief remarks regarding the July 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 shared that during June, we received 875 responses to our passenger survey to gauge air travel sentiment in the era of COVID-19. Survey takeaways include:

- Passengers rely on airline, government and airport websites for information;
- Business travel is expected to be down through the end of 2020;
- Passengers believe planes, other passengers and security checkpoints pose the greatest health risk; and
- Passengers have a high level of trust in the airport and airlines.

Chair Heifner suggested the Board continue to conduct full Board and committee meetings via telephone through September 2020. He asked that if any Board members feel differently, they contact him.



Member Present	In Favor	Opposed	Abstain
Mr. Heifner	X		
Mr. Miller	X		
Dr. Bertley	ABSENT		
Mr. Chodak	X		
Mr. Jones	X		
Ms. Kessler	X		
Mr. McDonald	ABSENT		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #32-20 of the Columbus Regional Airport Authority authorizing the submission of a grant application to the Ohio Department of Transportation, Office of Aviation, for the design and rehabilitation of apron and taxiway pavements at Bolton Field Airport.

MOVED: E. Kessler;

SECONDED: R. Jones

YEA: 7 NAY: _____

ABSTAIN: _____

Member Present	In Favor	Opposed	Abstain
Mr. Heifner	X		
Mr. Miller	X		
Dr. Bertley	ABSENT		
Mr. Chodak	X		
Mr. Jones	X		
Ms. Kessler	X		
Mr. McDonald	ABSENT		
Ms. Morrison	X		
Mr. Williams	X		

OTHER BUSINESS

Williams inquired as to the level of compliance with the state-wide mask mandate. In response, staff shared the enforcement protocol and that, to date, there had not been any significant instances of non-compliance.

With no further business brought before the Board, Miller motioned to adjourn; Williams seconded. Chair Heifner adjourned the meeting at 4:46 p.m. Tuesday, July 28, 2020.

Respectfully submitted,

Joseph R. Nardone

Secretary

JRN | jdj