



MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF SEPTEMBER 22, 2020

Present: William R. Heifner, Chair
Jordan A. Miller, Vice Chair – via video conference
Frederic Bertley – via video conference
Paul Chodak, III – via video conference
Elizabeth P. Kessler – via video conference
Kenny McDonald – via video conference
Karen J. Morrison – via video conference
Terrance Williams – via video conference

Absent: Ramon Jones

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

CRAA Staff: J. Gardner, C. Price

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

Others present via telephone: John Montgomery – Central Ohio Severe Weather Network
Sandra Kukla – DWL Architects
Kyle Sellers – Gilbane Building Co.
Brad Swank – DWL Architects

CALL TO ORDER

Chair Heifner called the meeting of the Columbus Regional Airport Authority Board of Directors to order at 4:03 p.m., Tuesday, Sept. 22, 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 video and telephone conference. 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 Aug. 25, 2020. Hearing none, Bertley moved for approval; Chodak 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	x		
Mr. Chodak	x		
Mr. Jones	Absent		
Ms. Kessler	x		
Mr. McDonald	x		
Ms. Morrison	x		
Mr. Williams	x		

COMMITTEE REPORTS

Air Service and Customer Experience Committee:

Bertley reported the committee had not met since the last Board meeting. The committee's next meeting is Nov. 18, 2020.

Business Development & Logistics Committee:

Kessler reported the committee had not met since the last Board meeting. The committee's next meeting is Oct. 21, 2020.

Facilities & Services Committee:

Chodak reported the committee had not met since the last Board meeting. The committee did have the opportunity to preview resolutions 33-20 and 34-20 relating to project #20041 Runway 5R-23L Modification of Standards Phase 2B capital project. The committee reviewed the resolutions via email and recommends approval. The committee's next meeting is Oct. 21, 2020.

Finance & Audit Committee:

Miller reported the committee met on Sept. 16, 2020, and discussed:

- Staff provided an overview of the August financial statements which showed the following:
 - Revenue of \$67.2 million against a budget of \$66 million; Ground Transportation, Concessions and LCK air freight are above forecasted level. \$9 million of the revenue is CARES Act funds (listed in Other Income) that were received. Expenses of \$48 million against a budget of \$51.7 million. Operating income for August of \$19.2 million.
 - Chair Heifner again reiterated that if CRAA could end the year breaking even, it will have done well given the current situation.
 - Utility costs are down.
 - Rickenbacker is favorable to budget.
 - Governmental Accounting Standards Board (GASB) has delayed the timeline for implementation of its required update on lease accounting standards until next year.
- The committee's next meeting is Oct. 21, 2020.

Human Resources Committee:

Morrison reported the committee did not meet as planned. The committee anticipates rescheduling the meeting to a date in October.



PRESIDENT & CEO REPORT

Nardone provided brief remarks regarding the September 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 the following Top Takeaways:

- We have seen passenger activity flatten now for 12 straight weeks, which is consistent with other airports. Currently seeing a third of our pre-pandemic passenger activity from CMH and LCK combined.
- Rickenbacker is now the world’s only airport serving Korean Air Cargo’s new fleet of cargo-converted passenger aircraft.
- CRAA successfully activated its first virtual emergency operations center as part of its triennial emergency preparedness drill at CMH.

RESOLUTIONS VOTE

RESOLUTION #33-20 of the Columbus Regional Airport Authority authorizing an increase in the amount of \$798,939 to the Master Services Agreement ENG-2019-090 with HDR Engineering Inc. for the professional engineering services associated with Task Order #2 for project #20041, Runway 5R-23L Rehabilitation and Modification of Standards (MOS) Improvements Phase 2B at Rickenbacker International Airport (LCK).

MOVED: P. Chodak, III

SECONDED: K. Morrison

YEA: 8 NAY: 0

ABSTAIN: _____

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

RESOLUTION #34-20 of the Columbus Regional Airport Authority authorizing a construction contract with Shelly and Sands Inc. in the amount of \$11,483,600 for project #20041, Runway 5R-23L Rehabilitation and Modification of Standards (MOS) Improvements Phase 2B at Rickenbacker International Airport (LCK).

MOVED: J. Miller

SECONDED: P. Chodak III

YEA: 8 NAY: 0

ABSTAIN: _____



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

OTHER BUSINESS

Nardone spoke of the retirement of Chief Financial Officer Randy Bush after 28 years of service to the Airport Authority, the last seen of which were as CFO. Nardone noted that although Bush planned on retiring and moving south earlier this year, he delayed his retirement to support CRAA during the pandemic. During his tenure, Bush has overseen many changes at CRAA, including the opening of a hotel, with another nearing completion, and the significant accomplishment of leading the team to receiving 25+ years of CAFR awards. Recently, he was selected as the ACI-NA Finance Officer of the Year for medium-hub airports.

Chair Heifner extended his sincere appreciation to Bush, noting that when he joined the Board, Bush took the time to assist him with the financial aspects of the Authority. Chair Heifner remarked that Bush's commitment to the Authority has been outstanding.

Miller and Bertley expressed their pleasure working with Bush and wished him the best in retirement.

Bush remarked that he is thankful for the opportunities and experience that the Authority provided to him and his family.

With the retirement of Bush, Nardone announced Jeff Evans will succeed Bush as the new Chief Financial Officer for the Airport Authority. Evans joins CRAA from the Detroit Zoological Society. He is a proven leader and accomplished finance professional who will bring a wealth of knowledge and experience to this vital role. A press release announcing the news will be issued at the conclusion of the Board meeting.

Chair Heifner announced that with Randy's upcoming retirement, the Board needed to elect a new Treasurer of the Board as required by CRAA's bylaws.

Heifner requested a motion to nominate Jeff Evans, the incoming CFO, as the new Treasurer of the Board.

Miller moved that effective with the commencement of his employment as Chief Financial Officer of the Columbus Regional Airport Authority, which is currently scheduled to occur at 8 a.m. on Monday, Sept. 28, 2020, Jeff Evans become the Treasurer. Until such time, Bush will continue to be the Treasurer.

Kessler seconded. Motion carried.

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



MOTION TO ADJOURN

With no further business brought before the Board, Chair Heifner adjourned the meeting at 4:40 p.m. Tuesday, Sept. 22, 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

Secretary

JRN | jdg