



MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF MARCH 23, 2021

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

Absent: Karen J. Morrison

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

CRAA Staff: J. Gardner

CRAA Staff via video: K. Easterday

CRAA Staff via telephone: K. Bailey, D. Finch, C Goodwin, R. Gray, S. McQuaide, C. Price, B. Sarkis, C. Wing

Others present via telephone: Paul Strack – Woolpert
 John Montgomery – Central Ohio Severe Weather Network

CALL TO ORDER

Chair Heifner called the meeting of the Columbus Regional Airport Authority Board of Directors to order at 4:05 p.m., Tuesday, March 23, 2021. Board member, staff and guest attendance was confirmed through visual or electronic means. 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 to ensure a clear and accurate record.

MINUTES

Chair Heifner asked if there were any corrections to the minutes for Feb. 23, 2021. Hearing none, Chodak moved for approval; Bertley seconded. Chair Heifner conducted a roll call vote. Motion to approve the minutes passed.

Board Member	In Favor	Opposed	Abstain
Mr. Heifner	X		
Ms. Kessler	X		
Dr. Bertley	X		



Mr. Chodak	X
Mr. Jones	X
Mr. McDonald	X
Mr. Miller	X
Ms. Morrison	Absent
Mr. Williams	X

COMMITTEE REPORTS

Air Service and Customer Experience Committee:

Bertley reported the committee has not met since the last Board meeting.

The committee's next meeting is scheduled for May 19, 2021.

Business Development & Logistics Committee:

Kessler reported that although the committee had not met since the last Board meeting, the committee had three resolutions for the Board's consideration. The committee members each had the opportunity to preview the resolutions. Resolutions 11-21 and 12-21 relate to amendments with the agreements between CRAA and Host and CRAA and Paradies Lagardère to provide COVID-19 related relief and other necessary adjustments. Resolution 13-21 relates to a contingent agreement for the sale of approximately 0.081 acres of land located at Rickenbacker International Airport. Following such preview, the committee recommends approval of the resolutions.

The committee's next meeting is scheduled for April 21, 2021.

Facilities, Services & Innovation Committee:

Chodak reported the committee met on March 17, 2021, and discussed:

- February safety metrics, all of which met or exceeded the goals for the month. It was noted that there was an Alert III, defined as an air crash, at CMH on March 10, 2021. The incident involved a turboprop corporate aircraft which landed without the nose gear deployed, resulting in the aircraft's nose and propeller striking the pavement and the aircraft skidding to a stop. Emergency services responded, and the occupants of the aircraft were able to exit safely without any reported injuries. The incident resulted in the runway being closed for several hours as crews recovered the aircraft. The airport was closed for about 10 minutes during the landing and emergency response.
- The major capital projects report. CRAA's 2021 capital spend was discussed with all projects on track.
 - The CONRAC is progressing on schedule. A partial certificate of occupancy has been issued for the base building, allowing the rental car companies to begin planning tenant fit-out. The rental car companies requested the opening be scheduled after the Labor Day holiday instead of the original plan of August 2021.
 - The Taxiway Foxtrot / Hotel Rehabilitation project is scheduled to begin construction in May with an expected completion of fall 2021. FAA funding for the project was approved in February.
 - Runway 5R-23L MOS Phase 2B at Rickenbacker is scheduled to begin construction in April with an anticipated completion in late 2021.
 - The Rickenbacker Ramp 1 Rehabilitation 90% design documents are expected to be completed in mid-March with construction planned for early 2022.
 - The Intermodal 24" Sanitary Sewer project at LCK is on track to commence in May, which will tie in to a new 54" sanitary sewer project being built by the City of Columbus.
- Innovation & Technology project report.
 - The ERP project continues to make progress and is on schedule with plans to release a Request for Proposal (RFP) in May.
 - The Red Lot camera upgrade from analog to digital will increase security and provide access to data to enable video analytics.
 - The Enterprise Project Management Software project has kicked off with project completion by year-end.



- Review of two resolutions 14-21 and 15-21. The committee recommends approval of the resolutions.

The committee's next meeting is scheduled for April 21, 2021.

Finance & Audit Committee:

Miller reported the committee met on March 17, 2021, and discussed:

- February financial statements which showed the following:
 - Total revenue through February was \$13 million on a budget of \$12 million. Strong performance was noted in CMH parking operations and LCK charter and ground operations.
 - Total expenses through February were \$12.5 million compared to a budget of \$13.4 million.
 - Year to date net operating income was \$578,000, which is ahead of budget for the year.
 - Although a revenue deficit was planned, CMH broke even for the month of February. LCK reported a \$144,000 profit.
 - Enplanement is aligning to 2021 forecast enplanements.
 - With 766 days of unrestricted cash on hand, CRAA surpassed the Moody's Average benchmark of 695 days of cash. GARB debt per enplaned passenger remains low at \$16.52.
- The investment portfolio manager Meeder Capital provided an update on the investments under management.
- Review of resolution 16-21. The committee recommends approval of the resolution.

The committee's next meeting is scheduled for April 21, 2021.

Human Resources Committee:

McDonald reported the committee met on March 17, 2021, and discussed:

- 2021 performance measures as well as the two pay-for-performance plans, the Executive Incentive Program (EIP) and the Performance Rewards Program (PRP). Minor revisions to the plans were approved by the committee.
- Review of two resolutions 17-21 and 18-21. The committee recommends approval of the resolutions.

The committee's next meeting is scheduled for July 21, 2021.

PRESIDENT & CEO REPORT

Nardone provided brief remarks regarding the March 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:

- Air Service: The February combined passenger activity from CMH and LCK averaged approximately 4,200 passengers departing daily, which is 39% of pre-pandemic levels. Enplanements are expected to rise in March. New air service to Pensacola via Spirit Airlines begins on June 11 and will operate four times weekly. Rickenbacker cargo saw solid demand for overseas goods in the first few months of the year. The FBO continues to serve and fuel cargo flights which are positive contributions to CRAA's bottom line.
- Rickenbacker's innovative focus on the future: Rickenbacker was selected as one of five airports to participate in groundbreaking research on drones. The airport will serve as a research site for the FAA to explore new technologies to detect and mitigate potential safety risks posed by drones. In addition, JobsOhio announced their financial support for CRAA's pharmaceutical handling facility at Rickenbacker. The grant funding will partially fund the capital costs and help CRAA move forward on the \$1.5 million project, which is expected to open in the third quarter of this year.
- Airport Service Quality Award: CMH earned the 2020 Airport Service Quality (ASQ) Award for best airport. The ASQ survey is the industry's global standard for measuring passenger satisfaction and CRAA's annual score has steadily risen since 2015. This recognition is a direct result of the CRAA team's efforts to keep CRAA's airports clean, safe and welcoming for all.



- 2025 Strategic Blueprint: Easterday provided an update on results related to CRAA's success metrics for 2020. Savings for the Midfield Terminal Program were \$6 million, and while CRAA did not meet the goal of \$15 million in savings this year, considering the loss in passenger traffic and revenue in relation to the pandemic, CRAA is happy with the progress. CRAA diversity spend in operating expenses reached 21 percent ahead of the goal of 18 percent. CRAA scored a record high 4.28 on our Air Service Quality score ahead of the established goal of 4.26.

Resolutions

RESOLUTION #11-21 of the Columbus Regional Airport Authority authorizing the President & CEO to negotiate and enter into an amendment to the concessions agreement with Host International Inc.

MOVED: P. Chodak III; SECONDED: E. Kessler
 YEA: 8 NAY: 9 ABSTAIN: _____

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

RESOLUTION #12-21 of the Columbus Regional Airport Authority authorizing the President & CEO to negotiate and enter into an amendment to the concessions agreement with Paradies Lagardère.

MOVED: P. Chodak III; SECONDED: F. Bertley
 YEA: 8 NAY: 0 ABSTAIN: _____

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

RESOLUTION #13-21 of the Columbus Regional Airport Authority authorizing the execution by the President & CEO of a contingent real estate agreement for the sale of approximately 0.081 acres of land located at Rickenbacker International Airport to Gordo LLC.

MOVED: P. Chodak III; SECONDED: E. Kessler
 YEA: 8 NAY: 0 ABSTAIN: _____



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

RESOLUTION #14-21 of the Columbus Regional Airport Authority authorizing a contract with Gudenkauf Corporation in the amount of \$490,807.00 for all equipment and commissioning to install the communications infrastructure at John Glenn Columbus International Airport Consolidated Rental Car Facility Project #9911B.

MOVED: P. Chodak III; SECONDED: J. Miller
 YEA: 7 NAY: 0 ABSTAIN: W. Heifner

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

RESOLUTION #15-21 of the Columbus Regional Airport Authority authorizing a construction contract with Elite Excavating Company of Ohio Inc. in the amount of \$1,395,335.15 for project #20037, Intermodal 24-inch Sanitary Sewer at Rickenbacker International Airport.

MOVED: P. Chodak III; SECONDED: F. Bertley
 YEA: 8 NAY: 0 ABSTAIN: _____

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



Mr. McDonald	X
Mr. Miller	X
Ms. Morrison	Absent
Mr. Williams	X

MOTION TO ADJOURN

With no further business brought before the Board, Chair Heifner adjourned the meeting at 4:50 p.m. on Tuesday, March 23, 2021.

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 | cp/jdg