



MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF MAY 25, 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
 Karen J. Morrison – via video conference
 Terrance Williams – via video conference

Absent: Jordan A. Miller

CRAA Executive Staff: Joseph R. Nardone, C.M., President & Chief Executive Officer
 Jodie Bare, Chief Innovation Officer – via telephone
 Casey Denny, Chief Operations 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 telephone: B. Ash, K. Easterday, C Goodwin, R. Gray, L. Harper, K. Hopcraft, M. Joeright, S. McQuaide, K. Nyameana, C. Price, B. Sarkis, K. Shirer, B. Taylor, C. Wing

Others present via telephone: Patrick Frame – RS&H
 Shannon Simon – HKS, Inc.
 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, May 25, 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 April 27, 2021. Hearing none, Kessler moved for approval; Chodak 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	Absent
Ms. Morrison	X
Mr. Williams	X

COMMITTEE REPORTS

Air Service and Customer Experience Committee:

Bertley reported the committee met on May 19, 2021, and discussed:

- The current and planned actions focused on elevating the customer experience including the return of the Ambassador Program, a new pop-up art gallery, and using local celebrities in terminal announcements.
- The potential development of a common-use airport passenger lounge to enhance the customer experience.
- Passenger air service including an overview of current and forecasted passenger activity levels for both leisure and business routes.

The committee's next meeting is scheduled for August 18, 2021.

Business Development & Logistics Committee:

Kessler reported the committee had not met since the last Board meeting.

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

Facilities, Services & Innovation Committee:

Chodak reported the committee met on May 19, 2021, and discussed:

- April safety metrics, which met or exceeded the goals for the month. It was reported that a new program is being introduced to make it easier for employees to submit safety suggestions.
- The major capital projects report. CRAA's 2021 capital spend was discussed and all projects are on track.
 - The CONRAC is progressing on schedule. Final landscape installation is underway, and the bus wash facility is nearing completion. The third-party operator is on-site and participating in commissioning activities. The facility is on target to open to the public on September 1, 2021. The reclamation project to rework the rental car areas in the main garage and reclaim 1700 parking spaces is progressing.
 - The Taxiway Foxtrot/Hotel Rehabilitation construction project has commenced, and phase 1 paving activities are nearing completion.
 - The Rickenbacker Ramp 1 Rehabilitation design is complete, and the project is currently out for bid.
- Innovation & Technology project report:
 - The Enterprise Resource Planning (ERP) project hit a major milestone with the RFP going out to market on May 4, 2021.
- Review of eleven resolutions: 26-21, 27-21, 28-21, 29-21, 30-21, 31-21, 32-21, 33-21, 34-21, 35-21 and 36-21. The committee recommends their approval.

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

Finance & Audit Committee:

Jones reported the committee met on May 19, 2021, and discussed:

- April financial statements which showed the following:
 - Total revenue through April was \$29.9 million on a budget of \$27.6 million. Increased activity in parking and strong performance in operations at Rickenbacker were noted as contributing factors.
 - Total expenses through April were \$23.7 million compared to a budget of \$26.3 million.



- Total operating income for the month of April was \$6.2 million before depreciation and CARES and \$10.4 million before depreciation on a budget of \$5.5 million.
- CMH hotel operations are 35-40% of the 2019 activity levels.
- With 764 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 \$15.30.
- Briefing on the business model for the Parking and Ground Transportation department including an overview of staff and services, CMH and LCK spaces and leases, and initiatives going forward.
- Review of resolutions 37-21 and 38-21. The committee recommends approval of the resolutions.

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

Human Resources Committee:

Morrison reported the committee had not met since the last Board meeting.

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

PRESIDENT & CEO REPORT

Nardone provided brief remarks regarding the May President's Report, which may be obtained in full online:

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

Nardone shared the following top takeaways:

- Breeze Airways: CRAA announced last week that newly launched airline Breeze Airways will begin service out of CMH this summer with inaugural flights in July. Nonstop routes will include Charleston, SC, Hartford, CT, New Orleans, LA, Norfolk, VA and Tampa, FL.
- Passenger traffic: Demand for leisure travel continues to drive increased passenger traffic. For the two-week period beginning May 3, combined passenger traffic for CMH and LCK reached 61% of pre-pandemic levels. This June, passengers will have access to 103 daily flights from CRAA airports.
- Rickenbacker: Rickenbacker has set a record for international cargo arrivals with 142 flights in April. Unlike the pandemic related shipments seen last June, Rickenbacker has seen a surge in consumer products, fashion, electronics and auto and other manufacturing components.

Resolutions

RESOLUTION #25-21 of the Columbus Regional Airport Authority authorizing the President & CEO to execute and implement the 2020-2024 Signatory Airline Operating Agreement and Lease with new carriers and further granting authority to the President & CEO to negotiate, execute, and implement such other agreements and leases necessary to allow non-signatory carriers to operate at John Glenn Columbus International Airport.

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #26-21 of the Columbus Regional Airport Authority authorizing the President & CEO to enter into the necessary contract(s) in an amount not to exceed \$622,132.00 for project #20031, Enterprise Backup Replacement.

MOVED: K. McDonald;

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #27-21 of the Columbus Regional Airport Authority authorizing funding in the amount of \$400,320.00 for General Agreement HR-2020-040 with RightClick Recruiting LLC for temporary staffing and consulting services.

MOVED: E. Kessler;

SECONDED: P. Chodak III

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		



RESOLUTION #28-21 of the Columbus Regional Airport Authority authorizing a professional services contract in the amount of \$572,000.00 with RightClick Recruiting LLC to provide business analysis staffing services in support of project #20030, Enterprise Resource Planning Upgrade.

MOVED: F. Bertley;

SECONDED: P. Chodak III

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #29-21 of the Columbus Regional Airport Authority authorizing a professional services contract in the amount of \$691,600.00 with Vernovis, Ltd. to provide project management staffing services in support of the Enterprise Resource Planning (ERP) Upgrade project #20030 at John Glenn Columbus International Airport.

MOVED: P. Chodak III;

SECONDED: K. Morrison

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #30-21 of the Columbus Regional Airport Authority authorizing a contract in the amount of \$259,573.16 with Neff Paving Ltd. for pavement repairs in the Red Lot at John Glenn Columbus International Airport.

MOVED: E. Kessler;

SECONDED: P. Chodak III

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #31-21 of the Columbus Regional Airport Authority authorizing a construction contract in the amount of \$195,782.00 with Johnson Controls, Inc. for project #21044, LCK Terminal HVAC Replacement, for the removal and replacement of two (2) 40-ton rooftop HVAC units at Rickenbacker International Airport

MOVED: K. McDonald;

SECONDED: T. Williams

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #32-21 of the Columbus Regional Airport Authority authorizing a construction contract in the amount of \$215,514.00 with JBT AeroTech Corporation, project #21047, for the removal and replacement of two (2) passenger boarding bridge pre-conditioned air units at John Glenn Columbus International Airport.

MOVED: E. Kessler;

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		



RESOLUTION #33-21 of the Columbus Regional Airport Authority authorizing a contract in the amount of \$352,970.00 with Applied Pavement Technology Inc. (APTech) to update the Pavement Management Program for 2021/2022 at John Glenn Columbus International (project #21027), Rickenbacker International (project #21028) and Bolton Field (project #21029) airports.

MOVED: P. Chodak III;

SECONDED: R. Jones

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #34-21 of the Columbus Regional Airport Authority authorizing a construction contract with the lowest responsive and responsible contractor in an amount not to exceed \$1,229,800.00 for project #18006, Runway 23L MALSR Replacement at Rickenbacker International Airport.

MOVED: P. Chodak III;

SECONDED: K. Morrison

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #35-21 of the Columbus Regional Airport Authority authorizing an increase in the amount of \$150,000.00 to the Master Services Agreement with Orchard, Hiltz & McCliment Inc. (OHM Advisors) for on-call architectural services task orders.

MOVED: R. Jones;

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #36-21 of the Columbus Regional Airport Authority authorizing the President & CEO to issue guaranteed maximum price amendment #7 in an amount not to exceed \$8,033,701.00 with Turner Construction Company for project #9911B, Consolidated Rental Car Facility Garage Reclamation and final contract completion at John Glenn Columbus International Airport.

MOVED: F. Bertley;

SECONDED: P. Chodak III

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

RESOLUTION #37-21 of the Columbus Regional Airport Authority authorizing a contract with LAZ Parking Midwest, LLC to provide public shuttle bus operation and management services for the public parking facilities at John Glenn Columbus International Airport.

MOVED: R. Jones;

SECONDED: P. Chodak III

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		



RESOLUTION #38-21 of the Columbus Regional Airport Authority authorizing an amendment to the schedule of Fees, Rates and Charges for the calendar / fiscal year 2021.

MOVED: K. Morrison;

SECONDED: R. Jones

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	Absent		
Ms. Morrison	X		
Mr. Williams	X		

OTHER BUSINESS

Chair Heifner announced that the July committee meetings will be conducted virtually. For the July board meeting, board members have the option of attending virtually or in person.

MOTION TO ADJOURN

With no further business brought before the Board, Chair Heifner adjourned the meeting at 4:52p.m. on Tuesday, May 25, 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 | jdg/kh