



MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF JULY 27, 2021

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

Absent: Jordan A. Miller
Karen J. Morrison
Terrance Williams

CRAA Executive Staff: Joseph R. Nardone, President & Chief Executive Officer
Jodie Bare, Chief Innovation Officer
Casey Denny, Chief Operations Officer
Shannon Fitzpatrick, Chief People Officer
Tom McCarthy, Chief Planning & Engineering Officer
Paul Streitenberger, Interim Chief Financial Officer
Amanda Wickline, General Counsel & Chief Administrative Officer

CRAA Staff: K. Easterday, J. Gardner, C Goodwin, R. Gray, C. Knisley, A. Patterson, C. Ruth, B. Sarkis, K. Shirer, V. Williams, C. Wing

Others present via telephone: Patrick Cooley – Columbus Dispatch
Paul Strack – Woolpert
Aaron Grilliot – TranSystems

CALL TO ORDER

Chair Heifner called the meeting of the Columbus Regional Airport Authority Board of Directors to order at 4:04 p.m., Tuesday, July 27, 2021. Board member, staff and guest attendance was confirmed through visual or electronic means. Gardner confirmed all attendees were able to hear the meeting and had access to meeting materials.

Chair Heifner welcomed staff and attendees to the meeting, to the return of an in-person forum, and to the newly refreshed Boardroom. Heifner acknowledged the refresh project as a collaborative effort between several work groups at CRAA and thanked the many contributors.

Heifner congratulated Board Member McDonald on his new role as President & CEO of The Columbus Partnership beginning in January 2022.

Heifner stated 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 May 25, 2021 meeting minutes. Hearing none, Jones moved for approval; Bertley seconded. Chair Heifner conducted a roll call vote. Motion to approve the minutes was passed.



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

Vice Chair Kessler joined the meeting in progress at 4:31 p.m., following the approval of the May minutes.

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 scheduled for August 18, 2021.

Business Development & Logistics Committee:

Heifner reported the committee met on July 21, 2021, and discussed:

- The air cargo activity for the second quarter of 2021 including the increased volume from first quarter driven by the lingering effects of the pandemic-induced supply chain disruptions. The record volumes are stressing the system in areas of labor availability, warehouse capacity, jet fuel delivery and the availability of Customs and Border Patrol to clear international flight crews.
- The current leasing activity for Authority properties and upcoming expected activity.

The committee's next meeting is scheduled for September 22, 2021.

Facilities, Services & Innovation Committee:

Chodak reported the committee met July 21, 2021, and discussed:

- June safety metrics, which included three recordable incidents during the period.
- The major capital projects report. CRAA's 2021 capital spend was discussed and all projects are on track.
 - The CONRAC is progressing on schedule and anticipated to open on September 1, 2021. All three rental car groups are on-site and progressing with tenant build-out.
 - The Taxiway Foxtrot/Hotel Rehabilitation construction project is progressing on schedule. Taxiway Foxtrot paving is complete. Taxiway Hotel construction is underway. The project is scheduled to be completed by Fall 2021.
 - Runway 5R-23L MOS Phase 2B is progressing as planned. All pavement demolition activities are complete, and construction of the shoulder extension is underway. The project is anticipated to be completed in late September 2021.
- Innovation & Technology project report:
 - IT will be engaging in a free cyber security assessment being offered by the National Cybersecurity Information and Security Agency (CISA), a division of Homeland Security. CRAA's overall cyber environment and architecture will be assessed based on national standards and will result in a report providing recommendations for reducing risks. The assessment will be complete in September with results available in October/November timeframe.
- Review of six resolutions: 39-21, 40-21, 41-21, 42-21, 43-21 and 44-21. The committee recommends their approval.



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

Finance & Audit Committee:

Jones reported the committee met on July 21, 2021, and discussed:

- June financial statements which showed the following:
 - Total revenue through June was \$49.4 million on a budget of \$44.5 million. Continued strong performance at Rickenbacker was noted as a contributing factor.
 - Total expenses through June were \$35.3 million compared to a budget of \$38.7 million.
 - Total operating income for the month of June was \$14.0 million before depreciation and CARES and \$20.4 million before depreciation on a budget of \$12.0 million.
 - CMH hotel operations are seeing an uptick and momentum of recovery with 50-60% occupancy on weekdays and 90% occupancy on weekends.
 - Rickenbacker's net operating income was \$5 million compared to a budget of \$1 million. Fixed Base Operations related to cargo activity has provided increased revenue.
 - With 828 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 \$14.93.
- 2022 budget assumptions including passenger activity estimates.
- Coronavirus Relief Funds received from the FAA.
- Update of CRAA's Passenger Facility Charge funding model.

Board members commended the staff on solid performance under challenging circumstances.

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

Human Resources Committee:

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

The committee's next meeting is scheduled for October 20, 2021.

PRESIDENT & CEO REPORT

Nardone provided brief remarks regarding the July 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:

- Summer Passenger Surge: Passenger traffic is experiencing a summer surge. The summer surge is led by our leisure passengers as well as the launch of Breeze Airways. A new milestone was reached this month for combined passenger traffic for CMH and LCK reaching 80% of pre-pandemic levels between July 5-18.
- New art gallery: A new travel-sized art gallery opened this month to delight airport travelers and has proven to be popular with passengers. This pop-up experience was created in partnership with 934 Gallery. Exhibits are expected to rotate about every two months.
- Investing in our future leaders: CRAA is participating in two local internship programs – the STEM Industry council Intern Program and the Ohio High School Tech Internship Pilot Program. We currently have three interns through the programs working with the Innovation & Technology and Planning & Engineering divisions. The Authority once again hosted the annual Buckeye Tigers' Aviation Career Education (ACE) Camp at CMH on July 16, 2021. ACE Camp provides minority and female, middle and high school students access to learning opportunities around aviation and aerospace careers. Special thank you to Valarie Williams for her work in organizing the event.



GOVERNMENT AFFAIRS UPDATE

Kristen Easterday provided the Board with an update on Government Affairs that included:

- Objectives of the function
- Execution of business strategy
- CRAA's results
- Opportunities
- Economic impact

RESOLUTIONS

RESOLUTION #39-21 of the Columbus Regional Airport Authority authorizing a contract modification in the amount of \$347,158.00 with Kone Inc. for major repairs required on escalators J and M at John Glenn Columbus International Airport.

MOVED: F. Bertley;

SECONDED: K. McDonald

YEA: 6 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	Absent		
Mr. Williams	Absent		

RESOLUTION #40-21 of the Columbus Regional Airport Authority rescinding Resolution 32-21 and authorizing a construction contract in the amount of \$212,087.00 with JBT AeroTech Corporation, Project #21047, for the removal and replacement of two (2) passenger boarding bridge air units at John Glenn Columbus International Airport.

MOVED: R. Jones;

SECONDED: E. Kessler

YEA: 6 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	Absent		
Mr. Williams	Absent		



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

RESOLUTION #44-21 of the Columbus Regional Airport Authority authorizing an increase in the amount of \$350,000.00 to the Master Services Agreement with Carpenter Marty Transportation Inc. for on-call landside civil engineering services task orders to support execution of the capital improvement plan including parking lot expansions and roadway improvements.

MOVED: K. McDonald;

SECONDED: F. Bertley

YEA: 6 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	Absent		
Mr. Williams	Absent		

OTHER BUSINESS

Chair Heifner announced a community leader preview event will be held at the new car rental center following the August Board meeting.

Chair Heifner shared Board Members would return to in-person committee meetings beginning in August. Heifner mentioned a potential future Board retreat.

MOTION TO ADJOURN

With no further business brought before the Board, Kessler moved to adjourn; Bertley seconded. Chair Heifner adjourned the meeting at 4:52 p.m. on Tuesday, July 27, 2021.

Respectfully submitted,

Joseph R. Nardone
 Joseph R. Nardone
 Secretary
 JRN | clk | jdg