



## MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF September 28, 2021

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

Absent: 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 – via telephone  
Tom McCarthy, Chief Planning & Engineering Officer  
Paul Streitenberger, Interim Chief Financial Officer  
Amanda Wickline, General Counsel & Chief Administrative Officer

CRAA Staff: K. Easterday, C Goodwin, C. Knisley

CRAA Staff via telephone: Angie Tabor, Brian Sarkis, Bryan Schreiber, Karmin Bailey, Kevin Shirer, Ronald Gray, Cami Wing, Chris Pollack, Tonia Thomas, Sarah McQuaid, Tim Allen, Suzanne Bell

Others present via telephone: John Lengel, RS&H  
David Kipp, Burns Engineering, Inc.

### 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, September 28, 2021. Board member, staff and guest attendance was confirmed through visual or electronic means, and passwords were provided where required. Knisley 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 August 22, 2021. Hearing none, Bertley moved for approval; Kessler 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			*See note below
Mr. Jones			*See note below
Mr. McDonald	X		
Mr. Miller	X		
Ms. Morrison	X		
Mr. Williams	Absent		

\*Board Members Chodak and Jones came online at 4:08pm after the above vote had been taken.

## 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 November 17, 2021.

### *Business Development & Logistics Committee:*

Kessler reported the committee met September 22, 2021, and discussed:

#### Air Cargo

The committee received a comprehensive update on air cargo activity at Rickenbacker. The update provided a detailed review of both operational and business development activities occurring in the third quarter of 2021.

- Third quarter is seeing a continuation of upward growth in both cargo volumes and international arrivals. Of particular note, is the sharp increase in international export volumes which are vital for sustainable service from the air carriers. In response to increased volumes, Staff continues to work closely with on and off airport warehouse operators and service providers to optimize and increase through-put capacity of Rickenbacker.
  - With the strong cargo demand not likely to abate any time soon, the Real Estate Team reported on efforts to development additional on-airport warehouse space as well as a high-level overview of leasing and development activity at our three airports, and the Rickenbacker Global Logistics Park.

#### Real Estate

The committee reviewed the current leasing activity for Authority properties and discussed upcoming expected activity.

#### Concessions

The committee received a briefing on CLEAR, a subscription based biometric identify verification service that expedites passenger verification at security checkpoints.

- CRAA is in discussions with CLEAR for their investment to implement this amenity at all three checkpoints at CMH. A resolution is planned to be presented next month.

Heifner complimented Charlie Goodwin and the entire LCK Team for their work in the face of increased volumes and industry shift to passenger planes being used for freight.

The committee's next meeting is scheduled for January 19, 2022.

### *Facilities, Services & Innovation Committee:*

Chodak reported the committee met September 22, 2021, and discussed:



### Safety

All leading safety indicators were in the green for the month of August.

- The quarterly incident review is scheduled for next month.
  - During the Committee Meeting, Casey Denny, Chief Operations Officer, advised an active issue was underway: The Air Traffic Control Tower at John Glenn International was being closed for 1-2 hours for disinfection cleaning due to possible COVID exposure. Air traffic control was being temporarily transferred to Indianapolis facilities.

### CMH – John Glenn International

The Conrac construction was completed as scheduled and operations commenced on September 1<sup>st</sup>. The transition from the existing facility to the new Conrac was completed over a period of twelve hours with minimal impact.

The garage reclamation project is underway

- Revenue parking position will begin to come online in late 2021, with a completion scheduled for mid-2022.

### LCK – Rickenbacker

Runway 5R-23L construction is nearing completion with pavement markings scheduled to be completed by the end of September. The runway is scheduled to open for operations in mid-October.

Rickenbacker Ramp 1 rehabilitation work is scheduled to commence in Spring of 2022.

Intermodal 24" Sanitary Sewer project testing and final inspections have been completed and final letter of acceptance is anticipated from the City of Columbus marking substantial completion of the project.

Air Cargo Terminal Cold Transfer Facility office area and warehouse are nearing completion.

### 2021 Capital Improvement Plan (CIP)

The Capital spending plan was reviewed. We anticipate a projected spend of \$64M vs a planned spend of \$65M.

The next committee meeting is October 20, 2021.

### Finance & Audit Committee:

Miller reported the committee met on September 22, 2021, and discussed:

- There was a review of the monthly financial statements for August 2021.
- Jenny Gardner, Staff Auditor, provided a summary of the Internal Audit work plan and update on completed audits for 2021.
- Paul Streitenberger, CFO provided a high-level update on August financials and an update on the ongoing negotiations and renewal of our Revolving Credit Facility with Bank of America. The agreement expires at the end of the year, and a resolution will be brought to the full board in November.

The next Finance and Audit Committee meeting is scheduled for October 20, 2021.

Chairman Heifner complimented the team for increasing the bottom line by \$12M. Taking CRAA from \$10M last year to \$23M this year (YTD), while not increasing expenses. Heifner acknowledged the increase in revenue produced by the hotels; Streitenberger stated the hotels were even sold out the past weekend due to several local events in the Columbus area.

Heifner also acknowledged the increase in revenue at Rickenbacker from \$3.4M last year to \$7M this year (YTD).

### 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 September 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 opened his remarks by congratulating Chairman Heifner on his company, Renier Construction, for being selected by Columbus Business First as a top employer in the region for the 5<sup>th</sup> year in a row as a "Best Places to Work" and also congratulating CRAA's Chief People Officer, Shannon Fitzpatrick for being selected by Columbus Business First as an inaugural class of HR impact award honoree. Nardone stated they would both be honored at an awards celebration on November 3, 2021.

Nardone pointed out the physical awards being displayed in the Boardroom were for:

- **Rickenbacker being named Ohio Airport of the**
- **2020 Airport Service Quality Award from ASQ**

Nardone shared the following top takeaways:

- Rickenbacker's extraordinary growth continues - Rickenbacker continues to experience astounding growth
- We have already seen more international landings this year than in any other full year in the past, to the tune of just over a 70% increase compared to 2020, and our team is providing a significant amount of service to load and unload these aircraft.
- First daily service from CMH to Austin announced by Southwest, beginning March 10, 2022.
- Announced September 28, 2021, Frontier will be adding two new routes from CMH; which include Tampa, beginning December 17, 2021 and Cancun, beginning January 21, 2022
- CRAA employees recognized:
  - **Officer Adair receives TSA Patriot Award** - Officer Alan Adair received this year's Transportation Security Administration Patriot Award. Only 24 individuals selected from the military, law enforcement, emergency services, security services and public servants from across Ohio were recognized for their significant contributions to the security of the United States and the state of Ohio. Thanks Officer Adair for continuing to represent CRAA and our police force so well in the community.
  - **Charlie Goodwin named Airport Professional of the Year** Congratulations to Charlie Goodwin, Director, Operations & Aviation Business Services, for being named the Great Lakes Chapter of the American Association of Airport Executives' 2021 Airport Professional of the Year! Charlie was nominated for his leadership during the pandemic, his leadership of Rickenbacker Aviation Services during an influx of cargo activity, as well as his many years of service to the Great Lakes Chapter.
  - **Sergeant Davies honored** Sergeant Greg Davies was recognized at the Columbus Clippers baseball game on September 11<sup>th</sup> during their 20<sup>th</sup> anniversary remembrance ceremony. Sergeant Davies was recognized for his commitment to public safety and to the Central Ohio community. We thank Sergeant Davies for the incalculable contributions he has made for the safety of our airports, employees and customers.

### Resolutions

**RESOLUTION #48-21** of the Columbus Regional Airport Authority authorizing the execution of a consolidated amendment to extend the ground lease agreement with Federal Express Corporation for the areas known as the security building, the truck scale and block heaters located at 7066 Cargo Road, Columbus, Ohio at Rickenbacker International Airport through October 30, 2030.

MOVED: J. Miller;

SECONDED: F. Bertley

YEA: 8 NAY: \_\_\_\_\_

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	X		
Mr. Williams	ABSENT		

## OTHER BUSINESS

Chairman Heifner thanked Dr. Bertley for his public service work relating to COVID. Heifner also acknowledged the announcements in Concourse C, encouraging passengers to get vaccinated and stated, “keep up the good work”.

## MOTION TO ADJOURN

With no further business brought before the Board, Bertley moved to adjourn; Miller seconded. Chair Heifner adjourned the meeting at 4:28p.m. on Tuesday, September 28, 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 | ck