



MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF OCTOBER 26, 2021

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

Absent: Paul Chodak, III

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: E. Amisshah-Aggrey, K. Easterday, C. Goodwin, J. Gardner, C. Knisley, B. Sarkis

CRAA Staff via telephone: K. Bailey, B. King, K. Shirer, R. Gray, S. McQuaid, C. Wing

Others present via telephone: Mr. David Kipp, VP of Technology, Burns Engineering
Mr. Patrick Cooley, Reporter, The Columbus Dispatch
Mr. James Dietz, Principal, Henderson Engineers

CALL TO ORDER

Chair Heifner called the meeting of the Columbus Regional Airport Authority Board of Directors to order at 4:00 p.m., Tuesday, October 26, 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 September 28, 2021. Hearing none, Bertley moved for approval; Morrison 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	Absent		
Mr. Jones	X		
Mr. McDonald	X		
Mr. Miller	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 scheduled for November 17, 2021.

Business Development & Logistics Committee:

Kessler reported the committee had not met since the last Board Meeting; however, the Committee had four resolutions to bring before the Board for consideration:

Resolution 50-21

Authorizing the President & CEO to negotiate and enter into an agreement with Clear Secure, Inc. to operate enrollment kiosks and a biometric registered traveler identity system for the purpose of verifying passenger identity.

Resolution 51-21

Authorizing the grant of an easement of real property to Urban Express for a sanitary sewer utility easement at John Glenn Columbus International Airport.

Resolution 52-21

Amending and adopting the Rickenbacker Foreign-Trade Zone #138 policy statement and fee schedule.

Resolution 53-21

Authorizing the grant of an easement of real property to the City of Columbus for a sanitary sewer utility easement at John Glenn Columbus International Airport.

Kessler advised the members of the Business Development and Logistics Committee did have a chance to review these resolutions via email. Following such review, the Committee recommended the resolutions be approved.

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

Facilities, Services & Innovation Committee:

Heifner reported the committee met October 20, 2021, and discussed:

Safety

All leading safety indicators were in the green for the month of September. As expected from previous reporting, 2021 safety statistics YTD for recordable incidents remains below industry average while lost time incidents moved above industry average. An increase in slips/falls and muscle pulls resulting in 1-2 days off accounts for this increase. Staff continues efforts to educate staff on the impact of common behaviors that result in injury.



CMH – John Glenn International

The CONRAC construction was completed as scheduled and operations commenced on September 1, 2021.

The electric bus pantograph charger installation is complete, and commissioning is underway.

The garage reclamation project is underway and revenue parking position will begin to come online in late 2021, with completion scheduled for mid-2022.

The Staff discussed the metrics that are being tracked regarding the CONRAC bussing operation. To date the operation is operating successfully and meeting the requirements developed by CRAA and the rental car companies.

Substantial completion has been achieved on the Taxiway Foxtrot & Hotel Major Capital Project.

LCK – Rickenbacker

Substantial Completion has been achieved on the Runway 5R-23L Modification of Standards major capital project and the outside runway is back in operation and open with a new ADG (Aircraft Design Group) VI classification.

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

Intermodal 24" Sanitary Sewer project reached substantial completion in October.

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

2021 Capital Improvement Plan (CIP)

Currently, just under 70% of the Board-approved capital budget has been spent. Staff anticipates that spend for FY '21 will be approximately 90%.

2022 Capital Budget Overview

The committee reviewed the preliminary 2022 Capital Budget which will be included in the full budget package when it is presented to the Board in November for approval.

Resolutions

There are no resolutions being presented to the Board for approval this month.

The committee's next meeting is scheduled for November 17, 2021.

Finance & Audit Committee:

Miller reported the committee met on October 20, 2021 discussed:

- September financials which showed the following:
 - Total revenue through September was \$81.6M on a budget of \$69M. Increase in Parking revenue is due to longer leisure travel stays and continued strong performance at Rickenbacker were noted as contributing factors.
 - Total expenses through September were \$54.5M compared to a budget of \$57.7M. \$3.2M favorable to budget.
 - Total operating income for the month of September was \$27M before depreciation and CARES and \$36.5M before depreciation on a budget of \$20.8M.
 - Rickenbacker's net operating income was \$7.3M million compared to a budget of \$1.1M. Fixed Base Operations related to cargo activity has provided increased revenue.
 - With 854 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 \$13.06.
- Streitenberger provided the committee a comprehensive review of the planned 2022 Budget, which will be brought to the full board in November for approval.

The committee's next meeting is scheduled for November 17, 2021.



Human Resources Committee:

Morrison reported the committee met on October 20, 2021.

Fitzpatrick and Streitenberger provided the Committee with an overview of the 2022 Personnel Budget, detailing the need for additional headcount due to the substantial increase in cargo business at Rickenbacker and the need to build back staffing levels to support the overall business. Fitzpatrick noted that even with the proposed increase in headcount, CRAA will remain below its pre-pandemic 2020 headcount and near 2014-2015 headcount levels.

The Committee reviewed CRAA's vaccination rate, which as of October 20, 2021, was at 57% with 206 employees providing their vaccination status. Incentives are in place to help encourage continued vaccination while CRAA determines how the federal vaccine mandate may impact the Authority.

Review of resolution 49-21 authorizing the "pick up" of the statutorily required contribution to Ohio Public Employees Retirement System for the employees of the Columbus Regional Airport Authority pursuant to Internal Revenue code section 414(h)(2). The committee recommends approval of the resolution.

The committee's next meeting is scheduled for December 8, 2021.

PRESIDENT & CEO REPORT

Nardone provided brief remarks regarding the October 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:

- Rickenbacker continues to experience astounding growth due to what some are now terming the "Great Supply Chain Disruption". In September, international cargo operations were up 83% over September of 2020, and up 72% year-to-date.
- Also this month, the Authority had two announcements:
 - First, on October 11, 2021 Maestro Cargo, a prominent ground handler and air cargo services provider announced their first expansion outside of Chicago O'Hare at Rickenbacker. The addition of Maestro will allow Rickenbacker to continue to grow our international air cargo service while furthering our goal of providing best-in-class service for air cargo customers.
 - Second, LCK's main runway opened on October 14, 2021 after completing upgrades that will better serve the expanded operations of the world's largest aircraft. This multi-phased, multi-year project represents a \$50 million investment in airfield infrastructure.
- On the passenger side for the two-week period starting October 4, 2021 combined passenger traffic for CMH and LCK continued to hover around 75% of pre-pandemic levels. Thursday, October 14, 2021 was our busiest day since the start of the pandemic with an estimated 13,754 passengers departing from the two airports.
- CRAA Customer Service Apprentice - Nardone welcomed Efua Amisah-Aggrey to our customer service team. Amisah-Aggrey was selected to be part of the first class of Experience Columbus' Diversity Apprentice Program.
 - CRAA is one of multiple travel and tourism organizations participating in this program and hosting an apprentice.
 - The goal of the program is to foster greater diversity of talent and leadership in the travel and hospitality industry.
 - Amisah-Aggrey's perspective and customer-centric focus is already adding value and CRAA looks forward to having her grow with us.
- CRAA Electric Shuttle Bus goes to City Hall - On October 6, CRAA joined the Central Ohio Transit Authority (COTA) and Columbus City Council President Shannon Hardin to showcase the region's first electric transit vehicles
 - While CRAA's zero-emission battery-electric buses were the first to be operational in Ohio, COTA became the second agency to operate electric buses on October 11, 2021.
 - CRAA is glad to be a leader in the collective effort of our community, spurred by the Smart Columbus initiative.
 - All three local TV stations provided coverage of the event, which highlighted CRAA's commitment to a cleaner, quieter and more sustainable ride for our customers.



RESOLUTIONS

Resolution #49-21 of the Columbus Regional Airport Authority authorizing the “pick up” of the statutorily required contribution to the Ohio Public Employees Retirement System for the employees of the Columbus Regional Airport Authority pursuant to Internal Revenue code section 414(h)(2).

MOVED: K. Morrison;

SECONDED: F. Bertley

YEA: 8 NAY: _____

ABSTAIN: _____

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

Resolution #50-21 of the Columbus Regional Airport Authority authorizing the President & CEO to negotiate and enter into an agreement with Clear Secure, Inc. to operate enrollment kiosks and a biometric registered traveler identity system for the purpose of verifying passenger’s identity prior to entering the Transportation Security Administration (TSA) screening locations at John Glenn International Airport (CMH).

MOVED: R. Jones;

SECONDED: K. Morrison

YEA: 8 NAY: _____

ABSTAIN: _____

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

Resolution #51-21 of the Columbus Regional Airport Authority authorizing the President & CEO to authorize the grant of a Right to Enter property owned by The Columbus Regional Airport Authority to construct a sanitary sewer utility to Airport Business Center LLC and further authorizing the President & CEO to negotiate and enter into the grant of an easement of real property for a sanitary sewer easement at John Glenn Columbus International Airport

MOVED: E. Kessler;

SECONDED: R. Jones

YEA: 8 NAY: _____

ABSTAIN: _____



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

Resolution #52-21 of the Columbus Regional Airport Authority amending and adopting the Rickenbacker Foreign-Trade Zone #138 policy statement and fee schedule.

MOVED: K. Morrison;

SECONDED: J. Miller

YEA: 8 NAY: _____

ABSTAIN: _____

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

Resolution #53-21 of the Columbus Regional Airport Authority authorizing the grant of an easement of real property to the City of Columbus for a sanitary sewer utility easement at John Glenn Columbus International Airport.

MOVED: F. Bertley;

SECONDED: R. Jones

YEA: 8 NAY: _____

ABSTAIN: _____

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

OTHER BUSINESS



Heifner recognized Board Member McDonald, in his capacity as President and Chief Economic Officer of One Columbus, for his assistance earlier this summer on the Breeze Airways launch. In addition, Heifner congratulated Bertley on being named The Ohio State University's commencement speaker in December.

Heifner announced that the November Board of Directors meeting will be held November 30 and will be a thirty-minute session beginning at 3:00 p.m., followed by a 90-minute strategic session with presentations and discussions. In person participation is encouraged with social distancing protocols in place.

Bertley recognized CRAA President & CEO Nardone for his upcoming speaking engagement at the Akron Chamber of Commerce with the founder of Breeze Airways.

MOTION TO ADJOURN

With no further business brought before the Board, Morrison moved to adjourn; Jones seconded. Heifner adjourned the meeting at 4:45 p.m. on Tuesday, October 26, 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