



## MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF AUGUST 22, 2023

Board of Director Members Present:	Elizabeth P. Kessler, Chair Paul Chodak, III William R. Heifner Ramon Jones Kenny McDonald Karen J. Morrison
Board of Director Members Absent:	Jordan A. Miller, Jr., Vice Chair Frederic Bertley
CRAA Strategic Leadership Staff:	Joseph R. Nardone, President & Chief Executive Officer Casey Denny, Chief Operations Officer Kristen Easterday, Director, Communications & Public Affairs Shannon Fitzpatrick, Chief People Officer Charlie Goodwin, Chief Business Development Officer Richard Jones, Director, Technology Nicole Loucks, General Counsel Tom McCarthy, Chief Planning & Engineering Officer Fabio Spino, Chief Financial Officer
CRAA Staff – in person:	K. Baylor, T. Carter, J. Gardner, R. Gray, S. McQuaide, B. Sarkis, A. Simpson, B. Taylor, C. Wing
Members of the Public present – in person:	Sarah Driscoll, Fahlgren Mortine James Harper, Hensel Phelps John Kasuda, Siemens Chuck May, Hensel Phelps Jonathan Moody, Moody Nolan Matt Schnelle, RS&H David Tiggett, Key Bank Molly Williamson, Willow PR Charley Wise, Key Bank

### CALL TO ORDER

Chair Kessler called the meeting of the Columbus Regional Airport Authority Board of Directors to order at 4:00 p.m., Tuesday, August 22, 2023.

### MINUTES

Chair Kessler asked if there were any changes to the minutes for June 27, 2023. Hearing none, Chodak moved for approval; Morrison seconded. Motion to approve the June minutes passed.

### COMMITTEE REPORTS

*Air Service and Customer Experience Committee:*

Jones reported that the committee met on August 16, 2023, and discussed the following:



- ASQ score results
- Customer experience initiatives:
  - Increasing the availability of power charging outlets for passengers.
  - Upgrades to the free Wi-Fi system.
  - Deploying a universal changing station.
  - Launching Starbucks mobile ordering and payment.
  - Hosting the Take Flight CMH tour for families who have children with autism and who have other specific challenges while traveling with children.
- Update on passenger travel volumes, popular destinations from CMH, and demand for international destinations.
- Plan to review customer experience plans for the New Terminal Project.

The committee's next meeting is scheduled for November 29, 2023.

#### *Business Development & Logistics Committee:*

Kessler reported that although the committee had not met since the last Board meeting, the committee has one resolution for the Board's consideration. The committee members each had the opportunity to review Resolution 33-23 via email. Following such review, the committee recommends its approval.

The committee's next meeting is scheduled for October 18, 2023.

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

Chodak reported that the committee met on August 16, 2023, and discussed the following:

#### Safety

All safety metrics were met for the month of July and year-to-date. There have been two recordable incidents this year.

#### CMH – John Glenn International

- Taxiway C Relocation Phase 1 construction is underway and on schedule for completion in fall 2023.
- Taxiway C Relocation Phase 2 construction contract has been executed and the FAA grant application submitted. Construction is on schedule for completion in 2024.
- The New Terminal Project design is proceeding on schedule. 30% of the design documents were submitted on July 21, 2023. The Construction Manager at Risk (CMR) contract has been executed. The CMR is scheduled to complete a Schematic Design Stage submittal on August 31, 2023, which will include a preliminary schedule and estimate of probable cost. The airlines have requested that CAAA enter a contract with AvAirPros, Inc. to provide Airline Technical Representative (ATR) services for the Project. A resolution is being presented to the Board today for approval.

#### 2023 Capital Improvement Plan (CIP)

- An estimated spend of \$82.9M is expected, representing 96% of the approved 2023 Capital Budget amount of \$86.4M.

#### Resolutions

Review of two resolutions, Resolutions: 34-23 and 35-23. The committee recommends their approval.

The committee's next meeting is scheduled for October 18, 2023.

#### *Finance & Audit Committee:*

Jones reported that the committee met on August 16, 2023, and discussed:

Spino presented the July financial results which showed the following:



- Review of the July Actual vs. Budget and 2023 fiscal year-to-date vs. 2022 fiscal year-to-date figures. Revenue is up .43%, while expenses are down 12.61% for July. In the fiscal year-to-date over fiscal year-to-date comparison, revenue is up 7.11% and expenses are up 1.92%.
- Enplanements were 411K for July, totaling 2.5M which is approximately 96.1% of 2019 levels.
- With continued focus on building cash reserves, CRAA currently has \$266M in unrestricted cash on hand. This represents approximately 1,126 days of unrestricted cash, including New Terminal Reserve Funds and 491 days without New Terminal Reserve Funds.
- Fiscal year-to-date net operating income is up by \$8.3M over budget.

The committee's next meeting is scheduled for October 18, 2023.

## PRESIDENT & CEO REPORT

Nardone provided brief remarks regarding the August 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:

- CMH New Terminal Project renderings featured in the news: Nardone asked Kristen Easterday, Director of Communications & Public Affairs, to cover this topic. Columbus Business First recently published a comprehensive story on the New Terminal planned for CMH, featuring interviews with Joe Nardone, Tom McCarthy, and Kenny McDonald. The article was the cover story of both the print and digital editions of the publication, outlining why a new terminal is needed, as well as providing tentative construction timeline, design features, renderings, funding sources, and other details. This breaking news led to additional media coverage from all three local TV stations, radio stations, and the Columbus Dispatch, resulting in millions of impressions. The feedback from the community has been very positive and plans are in place to continue sharing progress with these outlets throughout the Project.
- Aaron Simpson: Officer Simpson has been with CRAA since 2018 and has a very unique story. Simpson started as a Landscaper, later was promoted to Fleet Technician, and in 2022 joined CRAA's new police cadet program. That program gave him the necessary skills, including the intense 21-week police academy training, to advance and be sworn in as a CRAA Police Officer. Nardone congratulated Simpson for his achievement and service to our organization and passengers. Nardone additionally thanked Human Resources and Public Safety leadership for putting the program in place to recruit and develop the best candidates for our public safety team.
- African American Male Wellness Walk/Run: For the second year, CRAA participated in the African American Male Wellness Walk/Run on Saturday August 12, 2023, at Livingston Park. Several employees represented CRAA at this community event promoting health and longevity through prevention. The event is the largest initiative in the state of Ohio to raise awareness of preventable diseases affecting African American men. The organization has provided thousands of free health screenings across Ohio in an effort to reduce disparities in premature death and chronic diseases. CRAA was proud to support this important initiative.

## RESOLUTIONS

**Resolution #33-23** of the Columbus Regional Airport Authority authorizing the President & CEO to execute a new concession agreement with Clear Channel Airports, Inc. DBA Clear Channel Outdoor, Airports Division, to provide new capital investment and reduce the advertising locations at John Glenn Columbus International Airport.

MOVED: W. Heifner;  
YEA: 6 NAY: 0

SECONDED: P. Chodak III  
ABSTAIN: \_\_\_\_\_

**Resolution #34-23** of the Columbus Regional Airport Authority authorizing a professional services agreement with AvAirPros, Inc. in the amount of \$2,000,000.00 for Airline Technical Representative Services for the New Terminal Project as part of the Midfield Development Program at John Glenn Columbus International Airport.



MOVED: R. Jones;  
YEA: 6 NAY: 0

SECONDED: K. Morrison  
ABSTAIN: \_\_\_\_\_

**Resolution #35-23** of the Columbus Regional Airport Authority declaring the necessity to exercise eminent domain for purposes of public use to appropriate the leasehold interest on Franklin County Parcel Number 010-217242-00.

MOVED: P. Chodak III;  
YEA: 6 NAY: 0

SECONDED: W. Heifner  
ABSTAIN: \_\_\_\_\_

## 2023 CAPITAL PROJECTS DISCUSSION

Tom McCarthy, Chief Planning & Engineering, provided an update on the New Terminal design process which has reached 30% design. Khori Baylor, Supervisor of Procurement, provided an overview of the CRAA Diversity Program, including how the procurement department has updated solicitations to include increased diversity goals and how project scopes are reviewed to identify areas where an increased diversity goal is attainable. Jonathan Moody, President & CEO of Moody Nolan, spoke to the Board regarding the value of a diverse team on the New Terminal Project. James Harper, Hensel Phelps, delivered a presentation on how the Hensel Phelps team approaches bringing in diverse vendors to achieve the diversity goals set by CRAA and how they exceeded diversity goals on previous projects.

## OTHER BUSINESS

### *Human Resources Committee:*

Morrison reported that the committee met today, August 22, 2023, prior to the Board meeting.

Given the topic of that meeting, the full Board will need to move into executive session pursuant to Ohio Revised Code. Board Chair Kessler will be moving us into that session.

The committee's next meeting is scheduled for October 18, 2023.

## EXECUTIVE SESSION

Due to the nature of the materials to be covered in the next agenda item, it is appropriate that the Board go into executive session.

Chair Kessler moved that the Board of Directors go into executive session pursuant to Ohio Revised Code (ORC) Section 121.22(G)(1), which permits an executive session to consider the compensation of a public employee or official.

In addition to the Board members, Chair Kessler moved that Shannon Fitzpatrick remain present in the room for the executive session and all others be excused until the Board reconvenes regular session.

Motion seconded by: Chodak

Roll call vote to move executive session.

Member	In Favor	Not in Favor	Abstain	Absent
Ms. Kessler	X			
Mr. Miller				X
Dr. Bertley				X
Mr. Chodak	X			
Mr. Heifner	X			



Mr. Jones	X			
Mr. McDonald	X			
Ms. Morrison	X			

Motion carried.

The Board entered executive session at 4:49 p.m. Fitzpatrick remained present in the room for the executive session as requested by Chair Kessler.

Chair Kessler moved to return to regular session, seconded by Heifner.

Roll call vote to reconvene business.

Member	In Favor	Not in Favor	Abstain	Absent
Ms. Kessler	X			
Mr. Miller				X
Dr. Bertley				X
Mr. Chodak	X			
Mr. Heifner	X			
Mr. Jones	X			
Mr. McDonald	X			
Ms. Morrison	X			

At 5:02 p.m., the public meeting resumed.

Human Resources Committee Chair Morrison made a motion to authorize the Human Resources Committee to finalize a contract extension for Joseph Nardone; Jones seconded. All Board members in favor. Motion carried.

## MOTION TO ADJOURN

With no further business brought before the Board, Morrison made a motion to adjourn; Heifner seconded. Chair Kessler adjourned the meeting at 5:07 p.m. on Tuesday, August 22, 2023.

Respectfully submitted,

A handwritten signature in black ink that reads "Joseph R. Nardone". The signature is written in a cursive, flowing style.

Joseph R. Nardone  
 Secretary  
 JRN | jg