



MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF JANUARY 24, 2023

Present:	Elizabeth P. Kessler, Chair Jordan A. Miller, Jr., Vice Chair Frederic Bertley Paul Chodak, III William R. Heifner Ramon Jones Kenny McDonald Karen J. Morrison - virtual
CRAA Strategic Leadership Staff - in person:	Joseph R. Nardone, President & Chief Executive Officer Casey Denny, Chief Operations Officer Kristen Easterday, Director, Communications & Public Affairs Shannon Fitzpatrick, Chief People Officer Richard Jones, Director, Technology Services Nicole Loucks, General Counsel Tom McCarthy, Chief Planning & Engineering Mario Wong, Jr., Chief Financial Officer
CRAA Staff – in person:	M. Elliott, J. Gardner, R. Gray, K. Hartwig, B. Sarkis, M. Sethna, B. Taylor, C. Wing
CRAA Staff – via telephone:	S. Bell, K. Jackson, M. Joeright, M. Kelby, C. Masiarczyk, S. McQuaide, C. Pollack
Members of the Public present – in person:	Katie Coulter – Fahlgren Mortine Bill Hartman – Gensler Tim Hudson – Gensler Scott Hurst – Gensler Brad Jacobsen – Jacobsen Daniels Todd MacPherson - Gensler Marty McDonald – Fahlgren Mortine Jonathan Moody – Moody Nolan Tony Murphy – ARFF
Members of the Public present – via telephone:	John Kasuda – Siemens

CALL TO ORDER

Chair Kessler called the meeting of the Columbus Regional Airport Authority Board of Directors to order at 4:01 p.m., Tuesday, January 24, 2023.

MINUTES

Chair Kessler asked if there were any corrections to the minutes for December 6, 2022. Hearing none, Bertley moved for approval; Heifner seconded. Motion to approve the minutes passed.



COMMITTEE REPORTS

Air Service and Customer Experience Committee:

Bertley reported the committee had not met since the last Board meeting. Bertley extended his congratulations to the CRAA staff for the welcome provided at the airport for the PCMA conference hosted in Columbus.

The committee's next meeting is scheduled for May 17, 2023.

Business Development & Logistics Committee:

Kessler reported the committee met on January 18, 2023, and discussed:

- Air cargo activity for the fourth quarter and year-end data in addition to the outlook for 2023.
- Market specific international trade information.
- Authority real estate activity and Rickenbacker Global Logistics Park.

Resolutions

Review of one resolution: 01-23. The committee recommends approval.

The committee's next meeting is scheduled for June 21, 2023.

Facilities, Services & Innovation Committee:

Chodak reported the committee met on January 18, 2023, and discussed:

Safety

All safety metrics were met for the month of December and the calendar year. 2022 resulted in the lowest recordable injuries since the metrics were developed in 2015. The committee received an update on the team's performance during winter storm Elliot, impacts of the Southwest Airlines operational struggles and the FAA NOTAM system shutdown.

CMH – John Glenn International

- Taxiway C Relocation Phase 1 construction to commence in Spring 2023.
- Taxiway C Relocation Phase 2 design is underway.
- FBO Apron Rehabilitation Phase 1 construction is planned to start in 2023.
- Utility Corridor Phase 2 design is underway.
- Red Lot South Addition design is underway.
- New Midfield Terminal design is proceeding as reported in November.

LCK – Rickenbacker

- Replacement of Rickenbacker Parkway Street Light design is being completed and construction is anticipated in 2023.
- Ramp 3 Deice Pad design is scheduled to begin in 2023.
- Runway 5L-23R Rehabilitation Phase 1 design is anticipated to begin in 2023.

TZR – Bolton Field

- T Hangar Taxilane A Rehabilitation design will begin in 2023.

2023 Capital Improvement Plan (CIP)

- There have been no expenditures reported for 2023 yet. Projected spend of \$50.8M as approved in the Capital budget.

Innovation & Technology Update

The committee was provided an updated 2022 year-end update and 2023 technology targets. The team met critical goals in the areas of service delivery, project delivery and cybersecurity improvements providing operational efficiency and cost savings as well as an overall more stable, secure work environment. Management is focusing on retaining key talent as well as



attracting new talent to help stabilize the Innovation and Technology department. The team exceeded all organizational maturity goals set for 2022, allowing the targets for 2023 to be increased. Focus areas for 2023 are continued strengthening of Cyber Security, ERP implementation and adoption of key guiding principles.

Resolutions

Review of six resolutions: 02-23, 03-23, 04-23, 05-23, 06-23 and 07-23. The committee recommends their approval.

The committee's next meeting is scheduled for March 22, 2023.

Finance & Audit Committee:

Miller reported the committee met on January 18, 2023, and discussed:

December financial results which showed the following:

- Net operating income for the month of December was \$1.7M which totals \$67M year to date with CARES relief. The increase in non-airline revenues and cost discipline is driving profitability.
- Enplanements were 327K for December which totals 3.7M which is approximately 87% of 2019 levels.
- With continued focus on building cash reserves, CRAA currently has \$238M in unrestricted cash on hand. This represents approximately 1,143 days of cash.
- Revenues were \$135.7M, favorable \$9.7M to budget.
 - Airlines: Reduced operating costs driving lower cost recoveries from the airline.
 - Parking: YTD revenue is 98% of 2019 levels.
 - Hotels: Unfavorable due to lower than planned profitability due to slower recovery.
 - Air Freight - Cargo: Unfavorable due to lower cargo volumes.
- Expenses were \$92.8M, favorable \$4.2M to budget.
 - Staffing & Benefits: Favorable due to job vacancies.
 - Contract labor: Lower cargo volumes driving favorable variance.
 - Services: Spending vigilance resulting in lower costs.

The committee's next meeting is scheduled for March 22, 2023.

Human Resources Committee:

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

The committee's next meeting is scheduled for March 14, 2023.

PRESIDENT & CEO REPORT

Nardone provided brief remarks regarding the January 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:

- Winter Storm Elliott response: 2022 closed the year and holiday season with a blast of cold air and snow from Winter Storm Elliott. While the storm caused operational issues for airlines across the county, locally CRAA's team was prepared. Our airports remained open, safe and operational throughout the storm. The extreme cold did result in multiple facility issues with broken pipes, fire system activations, and various other mechanical issues. Collectively the snow crew, facility and custodial staff worked to make it a clean, comfortable and welcoming environment for those passengers experiencing travel disruptions.
- Gaining altitude: The CRAA team continues to level up and gain altitude. Nardone recognized the following individuals:



- Marcus Elliott has been named Director of Parking & Ground Transportation overseeing airport parking lots, structures, shuttles, equipment, and other aspects associated with parking facilities.
- Betsy Taylor was recently named one of Airport Business Magazine's 40 under 40. Nominated for her work ethic, business acumen, innovation and industry knowledge, Taylor's efforts, and dedication for business development at CRAA has brought new airlines and routes to Columbus.
- Katie Hartwig received the award for Responsive Communications from the Airports Council International – North America at the Excellence in Airport Marketing, Communications, and Customer Experience awards.
- Airport Carbon Accreditation program: In late 2022, CMH achieved Level 1 of the Airport Carbon Accreditation program. This multi-step program recognizes airports that track and reduce CO2 emissions and efficiently use energy and natural resources. CRAA is proud to join this growing network of airports and continuing to improve our environmental performance.
- 2022 Accomplishments: Within your packets, there is an annual list of CRAA's accomplishments for 2022. The Board has been with us through all of these accomplishments throughout the year but as we wrap up 2022 and look forward to 2023 it makes CRAA extremely proud to see how all the hard work and dedication from our team members came together to serve the growing needs of the central Ohio community.

RESOLUTIONS

Resolution #01-23 of the Columbus Regional Airport Authority authorizing the execution by the President & CEO of a contingent real estate agreement for the sale of approximately 10.66 acres of non-aeronautical land located at John Glenn Columbus International Airport.

MOVED: W. Heifner;

SECONDED: R. Jones

YEA: 8 NAY: _____

ABSTAIN: _____

Resolution #02-23 of the Columbus Regional Airport Authority authorizing Task Order number 4 in the amount \$1,519,256.00 with John Bean Technologies Corporation for the removal and replacement of two (2) new passenger boarding bridges and one (1) new pre-conditioned air unit at John Glenn Columbus International Airport.

MOVED: R. Jones;

SECONDED: P. Chodak III

YEA: 8 NAY: _____

ABSTAIN: _____

Resolution #03-23 of the Columbus Regional Airport Authority to authorize an agreement with the Ohio Environmental Protection Agency to accept a grant in the amount of \$918,750 which requires a commitment of CRAA funding of \$306,251 for the purchase of three pieces of new electric ground support equipment, project #22008, for use at Rickenbacker International Airport.

MOVED: J. Miller;

SECONDED: F. Bertley

YEA: 8 NAY: _____

ABSTAIN: _____

Resolution #04-23 of the Columbus Regional Airport Authority authorizing the submission of a matching grant application to the Ohio Department of Transportation, Office of Aviation, to seek reimbursement for shift Taxiway C (915' x 50') – Construction (Phase 2 of 3) at John Glenn Columbus International Airport.

MOVED: P. Chodak III;

SECONDED: R. Jones

YEA: 8 NAY: _____

ABSTAIN: _____



Resolution #05-23 of the Columbus Regional Airport Authority authorizing the submission of a matching grant application to the Ohio Department of Transportation, Office of Aviation, to seek reimbursement for the acquisition of snow removal equipment – 4 Multi-Tasking Equipment pieces; 2 Brooms at Rickenbacker International Airport.

MOVED: R. Jones;

SECONDED: J. Miller

YEA: 8 NAY: _____

ABSTAIN: _____

Resolution #06-23 of the Columbus Regional Airport Authority authorizing a construction contract with Shelly and Sands, Inc. in the amount of \$2,199,688.50 for Project #14037, Fixed Base Operators Apron Rehabilitation Phase 1 at John Glenn Columbus International Airport.

MOVED: F. Bertley;

SECONDED: P. Chodak III

YEA: 8 NAY: _____

ABSTAIN: _____

Resolution #07-23 of the Columbus Regional Airport Authority authorizing a professional services agreement with Jacobsen/Daniels Associates, LLC in the amount of \$1,420,000.00 for owner support services for project management and commissioning for the new terminal project as part of the Midfield Development Program at John Glenn Columbus International Airport.

MOVED: J. Miller;

SECONDED: R. Jones

YEA: 7 NAY: _____

ABSTAIN: W. Heifner

2023 CAPITAL PROJECTS DISCUSSION

Gensler's Hartman and CRAA's McCarthy lead a discussion regarding the new terminal concepts and features the members of the Board would like incorporated.

OTHER BUSINESS

Chair Kessler reviewed the changes to the 2023 Board of Directors schedule including:

- Extension of the full Board of Directors meeting by 30 minutes (now 4:00 p.m. to 5:30 p.m.). The extension will allow the full Board to hold discussions on important topics and "roll up our sleeves" on the important items.
- Change of committee meetings to virtual.

Kessler welcomes any thoughts.

MOTION TO ADJOURN

With no further business brought before the Board, Chodak made a motion to adjourn; Heifner seconded. Chair Kessler adjourned the meeting at 5:36 p.m. on Tuesday, January 24, 2023.

Respectfully submitted,

A handwritten signature in black ink that reads "Joseph R. Nardone". The signature is written in a cursive style with a large, looped initial 'J'.

Joseph R. Nardone
Secretary
JRN | jg