



## MEETING OF THE CRAA BOARD OF DIRECTORS | MINUTES OF OCTOBER 25, 2022

Present:	William R. Heifner, Chair Elizabeth P. Kessler, Vice Chair Frederic Bertley - virtual Paul Chodak, III Ramon Jones Kenny McDonald Jordan A. Miller Karen J. Morrison
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 Charlie Goodwin, Director, Operations & Aviation Business Services Nicole Loucks, Interim General Counsel Tom McCarthy, Chief Planning & Engineering Mario Wong, Jr., Chief Financial Officer
CRAA Staff – in person:	J. Gardner, R. Gray, C. Pollack, B. Taylor, C. Wing
CRAA Staff – via telephone:	E. Fellows, M. Joeright, M. Sethna, K. Shirer
Members of the Public present – in person:	William Hartman – Gensler Tim Hudson - Gensler Jonathan Moody – Moody Nolan Tony Murphy – ARFF

### 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, October 25, 2022.

### MINUTES

Chair Heifner asked if there were any corrections to the minutes for August 23, 2022. Hearing none, Chodak moved for approval; Morrison seconded. Motion to approve the minutes passed.

### COMMITTEE REPORTS

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

Kessler reported the committee met on October 19, 2022, and discussed:

- Logistics business update and the effects of lower import volumes
- Real estate activities for the authority

#### Resolutions

Review of one resolution: 42-22. The committee recommends its approval.



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

Chodak reported the committee met on October 19, 2022, and discussed:

#### Safety

All safety metrics were met for the month of September. There were no lost time injuries in this period. Positive results are due to the efforts of Safety Team Leaders in identifying potential issues before the issue becomes an event.

#### CMH – John Glenn International

- Hold Pad for Runway 28L construction is substantially complete.
- Garage Reclamation project is substantially complete.

#### LCK – Rickenbacker

- Ramp 1 Rehabilitation paving construction is complete and final striping is underway. The project will be complete at the end of October.
- Rickenbacker Parkway phase 3 paving is also complete and final striping/mulching will be complete by the end of the month.
- LCK vehicle service road rehabilitation's is nearing substantial completion.

#### 2022 Capital Improvement Plan (CIP)

- The current projected spend is \$36.8M vs a budgeted \$39.9M. The spend to date was reported as \$18.6M.

#### 2023 Capital Budget Review

The staff presented a draft of the proposed 2023 Capital Budget. The projected spend on capital projects next year is \$44.9M with \$17.8M being funded from CRAA cash reserves. Additional funding is planned from grants, passenger facility charges Intermodal Industrial Development and DEA drug forfeiture funds. The types of projects anticipated include pavement, technology, facility improvements and equipment replacement.

In addition to the \$44.9M proposed capital budget, the administration presented a plan to include approximately \$35.6M in 2023 to continue planning and design efforts on the new terminal project, pending approval by the Board. The tasks anticipated for 2023 would include 30% and 60% design deliverables by the architect, as well as funds for staff extension, an Airline Technical Representative and pre-construction services from a Construction Manager at Risk. These efforts would allow the team to present a detailed schedule and construction cost estimate by the end of 2023 for Board approval of future steps. Committee members expressed their interest in obtaining more details regarding scope and deliverables for the November committee meeting before approving/requesting additional capital funds.

The committee's next meeting is scheduled for November 30, 2022.

#### *Finance & Audit Committee:*

Miller reported the committee met on October 19, 2022, and discussed:

September financial results which showed the following:

- Net operating income for the month of September was \$4.6M which totals \$53M year to date with CARES relief. The increase in non-airline revenues and cost discipline is driving profitability.
- Enplanements were 332k for September which totals 2.9M which is approximately 86% of 2019 levels.
- With continued focus on building cash reserves, CRAA currently has \$223M in unrestricted cash on hand. This represents approximately 1,070 days of cash.
- Revenues were \$102M, favorable \$9M to budget.
  - Airlines: YTD Airline revenue is slightly unfavorable to budget. Lower landing fees due to decrease in landing costs and higher landed weight.
  - Parking: Continues to drive the profitability of the authority by outperforming all other revenue streams. YTD revenue is 96% of 2019.



- Hotels: Slower than planned recovery with 61% occupancy.
- Air Freight - Cargo: Decreasing cargo volumes impacting profitability.
- Expenses were \$68M, favorable \$5M to budget.
  - Staffing & Benefits: Vacancies due to competitive job market are driving the favorable variance against budget.
  - Services: Continued underspending against budget.
  - Contract labor: Competitive job market driving unfavorable variance to budget.

In addition, the committee received a comprehensive review of the planned 2023 budget which will be brought to the full board in December for approval.

The committee's next meeting is scheduled for November 30, 2022.

#### *Human Resources Committee:*

Morrison reported the committee met on October 19, 2022, and discussed:

- Overview of the 2023 personnel budget; staff brought attention to the headcount remaining flat from 2022 and remains near the 2014 headcount levels.

The committee's next meeting is scheduled for December 6, 2022.

#### *Nominating Committee*

Chair Heifner called on Karen Morrison, Chair of the Nominating Committee to provide a report.

Morrison reported the Nominating Committee met on October 20, 2022. She and fellow committee members Jones and McDonald had deliberated and unanimously recommended that Kessler be elected Board Chair and Miller elected as Vice Chair for the upcoming term with each to serve a two-year term expiring at the end of 2024.

Chair Heifner thanked the committee for their work. Heifner stated that he couldn't be happier and recommends the appointments.

Morrison motioned for the election of Elizabeth Kessler as Board Chair and the election of Jordan Miller as Vice Chair for the upcoming term expiring at the end of 2024. Jones seconded the motion. All in favor. Motion passed.

#### *Air Service and Customer Experience Committee:*

Bertley reported the committee has not met since the last Board meeting. However, the committee has had many discussions regarding the importance of customer experience in the planning and design of the new terminal. The Gensler/Moody Nolan team chosen by CRAA to design the facility are joining us today to share the team's history and approach to customer experience as the journey begins in bringing the community this important asset.

Bertley introduces William Hartman and Tim Hudson of Gensler and Jonathan Moody of Moody Nolan to present to the Board on designing for the customer experience.

Bertley stated his pleasure that the design team and CRAA are focusing on people first. Chair Heifner stated that the presentation was great. McDonald inquired how we go about gathering details of the community? Hartman responded that the team would speak to groups such as the Board, community groups and clients that are local.

The committee's next meeting is scheduled for November 30, 2022.

## **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:

- Runway 5K: After a two-year hiatus, The John Glenn International Runway 5K Run & Walk returned on September 17, 2022. The event drew nearly 1,500 participants and raised over \$85,000 for Honor Flight Columbus. The event is put on by a non-profit organization led by CRAA employees, along with the help of many sponsors and volunteers. The proceeds raised through participant registrations, raffle tickets, and sponsorships help Honor Flight Columbus fund a full flight of our nation's veterans, sending them to Washington, DC to visit the monuments built in their honor. Thank you to race director Pollock for a fantastic event.
- Moving forward with DEI: CRAA's Floria Washington was pictured on the front pages of the Columbus Dispatch on September 25. The article focused on local business efforts around diversity and inclusion, Washington, CRAA's program manager of learning, development and diversity and inclusion, was interviewed around the work CRAA is doing in this important space. The continued efforts of Washington, Fitzpatrick and the DEI Council's efforts to move our DEI strategy forward are appreciated.
- Cristo Rey partnership: As quoted in the article, partnering with schools to prepare our future leaders is an important component of CRAA's DEI work, beginning this month, CRAA is partnering for the first time with local high school Cristo Rey Columbus. CRAA has hired an intern through their professional work-study program, Jackie Att-Safoh, a senior, has joined the Communications & Marketing team through the end of the school year.

## RESOLUTIONS

**Resolution #42-22** of the Columbus Regional Airport Authority authorizing the execution by the President & CEO of a contingent real estate agreement for the sale of approximately 17.534 acres of non-aeronautical land located at Rickenbacker International Airport.

MOVED: P. Chodak III;

SECONDED: E. Kessler

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

ABSTAIN: \_\_\_\_\_

## OTHER BUSINESS

Chair Heifner announced that Vice Chair Kessler and President Nardone had met to review committee assignments for 2023 and he will be in contact regarding.

## MOTION TO ADJOURN

With no further business brought before the Board, Morrison made a motion to adjourn; Miller seconded. Chair Heifner adjourned the meeting at 5:06 p.m. on Tuesday, October 25, 2022.

Respectfully submitted,

A handwritten signature in black ink that reads "Joseph R. Nardone". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Joseph R. Nardone  
Secretary  
JRN | jg