

**MINUTES AT THE REGULAR MEETING OF THE COLUMBUS AIRPORT  
COMMISSION HELD AT THE COLUMBUS AIRPORT  
WEDNESDAY, August 3, 2023**

The following commission members were present for the entire meeting:

<b><u>NAME</u></b>	<b><u>EXPIRES</u></b>
Mr. Art Guin, Chairman	December 31, 2025
Mrs. Dannel Marks, Vice Chairwoman	December 31, 2026
Mrs. Delois Marsh, Commissioner	December 31, 2028

**Legal Counsel:** Alston Auten (Online)

**Staff Members Present:**

Amber Clark, C.M., Airport Director  
Maggie Turnham, Executive Assistant  
Mona Mitchell, Hospitality Supervisor  
Shaundra Goodwin, Security Coordinator  
Anna Phillips, Marketing Associate  
Daniel Thomas, Maintenance Manager  
Wendy Kelly, Receptionist  
Jerome Turner, Chief of Public Safety  
Amanda Vickers, Facilities Technician Supervisor  
Omar Jacobs, Operations Technician

**Others Present:**

Philip Thayer, Airport Hangar Tenant  
Tony Chapman, Director of Aviation for B&C Aviation

**BUSINESS OF THE MEETING**

Mr. Art Guin called the August 3, 2023, Regular Commission Meeting to order at 10:00 a.m.

**CONSIDER ADOPTION OF THE MINUTES FOR THE REGULARLY SCHEDULED COMMISSION MEETING ON JUNE 21, 2023**

Mr. Guin asked to consider adoption of the minutes for the regularly scheduled commission meeting on June 21, 2023.

Motion by Mrs. Marks to approve the minutes, seconded by Mrs. Marsh and unanimously approved by the Commission. Ayes: 3 No: 0

**CONSIDER APPROVAL OF THE INSURANCE RENEWAL FOR FY24.**

Mr. Guin asked to consider the approval of the insurance renewal for FY24.

Motion by Mrs. Marks to approve the minutes, seconded by Mrs. Marsh and unanimously approved by the Commission. Ayes: 3 No: 0

**CONSIDER APPROVAL OF THE DIRECTORS AUTHORITY IN LENGTH OF CONTRACT TERMS**

Mr. Guin asked to consider approval of the Director's authority in length of contract terms.

Motion by Mrs. Marsh to approve the minutes, seconded by Mrs. Marks and unanimously approved by the Commission. Ayes: 3 No: 0

**DIRECTOR'S UPDATES**

**Flightways**

Ms. Amber Clark gave the Flightways report, wherein she discussed hangar repairs, new hangar tenants and leases, employee updates, fuel price comparisons, and fuel sales.

Fuel Price Comparison					DATE: 07/18/2023
Airport Identifier	Name	Jet A +	AvGas	SS100L	FBO COMPANY NAME
		Premixed			
<b>CSG</b>		<b>\$6.59</b>	<b>\$7.52</b>	<b>\$6.64</b>	<b>Flightways Columbus</b>
MCN (478) 788-3491	Macon	\$5.50	\$6.00	\$5.50	Lowe Aviation
GVL (678) 989-2395	Gainesville	~	\$8.05	\$7.05	Lanier Flight Center
HSV (256) 772-9341	Huntsville	\$7.07	\$7.14	~	Signature
DHN (334) 983-4541	Dothan	\$6.42	\$6.68	~	Aero One Aviation
ECP (850) 233-4717	Panama City	\$7.61	\$8.20	~	Sheltair
CHA (423) 855-2299	Chattanooga	\$6.60	\$7.16	~	Wilson Air Center
MDQ (256) 828-1403	Dwntwn Huntsville	\$6.49	\$6.17	~	Excutive Flight Center
VPC (770) 382-9800	Cartersville	\$4.95	\$5.95	~	Phoenix Air
FFC (770) 487-2225	Falcon Field	\$5.90	\$6.10	~	Atlanta Regional Airport
<b>AVERAGE</b>		<b>\$6.32</b>	<b>\$6.83</b>	<b>\$6.28</b>	
PIM (706) 663-2083	Pine Mountain	\$5.99	\$5.30	\$5.15	
EUF (334) 687-2051	Eufaula	\$4.87	~	\$6.32	
LGC (706) 884-2121	Lagrange	\$5.25	\$5.75	\$5.40	

**Human Resources**

Ms. Amber Clark gave the human resources report, wherein she discussed vacant positions, employee resignations/terminations, and promotions. The Open Requisition Report is attached hereto.

JOB TITLE	Pay Range	DEPT	JOB #	DATE POSTED	DATE CLOSED	# DAYS OPEN	COMMENTS
Finance Director	\$76,000 - \$115,000	Finance	23-13	6/12/2023	7/12/2023	36-days	Pending - Interviewing.
Beverage Cart Attendant - (2 of 2 positions)	\$9.00 - \$13.00	Hospitality	23-01	12/8/2022 2/21/2023	1/2/2023 3/3/2023	55-days	Pending - Accepting external applications
Hospitality Team Member (3 of 3 positions)	\$10.10 - \$11.50	Hospitality	23-02	2/21/2023	3/3/2023	75-days	Pending - Interviewing
Customer Service Rep.	\$14.42 - \$20.19	FBO/Flightways	23-12	5/12/2023	6/18/2023	6-days	Pending - Recommendation for hire received. Background check on Donice John, tentative start date 7/31/2023.
Facilities Technician I	\$16.35 - \$23.56	Maintenance	23-03	2/21/2023	3/3/2023	75-days	Pending - Recommendation for hire received. Background check on Jaline McMillan, tentative start date 7/24/2023.
Airfield Operations Tech (2 of 2 positions)	\$16.35 - \$23.56	Maintenance	23-05	3/8/2023	3/23/2023	55-days	Pending - Recommendation for hire received. Background check on Omar Jacobs, tentative start date 7/24/2023.
Hospitality Team Member (2 of 3 positions)	\$10.10 - \$11.50	Hospitality	23-02	2/21/2023	3/3/2023	75-days	Pending - Recommendation for hire received. Background check on April Lane, tentative start date 7/24/2023.
Hospitality Team Member (1 of 3 positions)	\$10.10 - \$11.50	Hospitality	23-02	2/21/2023	3/3/2023	75-days	Pending - Recommendation for hire received. Background check on Victor Jones, tentative start date 7/24/2023.
Finance Analyst		Finance	23-14			0-days	Status - Position placed on hold.

Total Active Employees\* 38 (as of July 25, 2023)  
 Total Job Holds 1  
 Total Job Vacancies 8  
 Total Positions 47

Total Termination/Resignation 2 (as of June 25, 2023)

White: Pending
Yellow: Recommendation for hire received
Blue: Position has been filled
Tan: Temporary filled position.
Green: Hold

**Maintenance**

Mr. Daniel Thomas gave the maintenance report, wherein he discussed maintenance items repaired or in the process of being repaired, landscaping contract, staffing updates, hangar repair updates, and yearly hangar inspections.

**Marketing**

Ms. Sonya Overton gave the marketing report, wherein she discussed new brochures for job fairs, tornado shelter signs, the development of the Airport Media Guide, the Stakeholder performance newsletter, the marketing plan for the new fiscal year, the repainting and carpeted FAA offices, and interviews for potential new employees.

**Public Safety**

Mr. Jerome Turner gave the public safety report, wherein he discussed updates on the department's operations, employee training updates and status, and staffing updates.

**Other Matters**

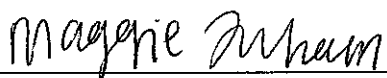
Mr. Guin asked if there were any other matters. There were none.

Mr. Guin asked for a motion to adjourn the meeting.

Motion by Mrs. Marks to adjourn the meeting; seconded by Mrs. Marsh and unanimously approved by the Commission. Ayes: 3 / No: 0

The meeting was adjourned at 10:30 a.m.

APPROVED:



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Maggie Turnham, Executive Assistant



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Art Guin, Chairman