

**MINUTES AT THE REGULAR MEETING OF THE COLUMBUS AIRPORT  
COMMISSION HELD AT THE COLUMBUS AIRPORT  
WEDNESDAY, AUGUST 24, 2022**

The following commission members were present for the entire meeting:

<b><u>NAME</u></b>	<b><u>EXPIRES</u></b>
Mr. James Barker, Chairman	December 31, 2023
Mr. Art Guin, Vice Chairman	December 31, 2025
Mr. Don Cook, Treasurer	December 31, 2022
Mrs. Dannell Marks, Commissioner	December 31, 2026

**Legal Counsel:** Alston Lyle

**Staff Members Present:**

Anna Phillips, Administrative Coordinator  
Pam Knight, Finance Director  
Danyell Barboa, HR Manager  
Sonya Overton, Marketing Director  
Daniel Thomas, Maintenance Manager  
Anthony Pugh, Hospitality Supervisor  
Eric Rivers, Operations Supervisor  
Marshall Upshaw Jr., Landscaping Supervisor  
Troy Pair, Facilities Supervisor  
Blake Fulford, Operations Technician  
Mona Mitchell, Hospitality Team Member  
Shaundra Goodwin, Security Specialist  
Javier Garcia, Interim Chief of Public Safety

Others Present:

Greg Russell: Pezold; Robert Boehnlein: Columbus Aero Service; Jacob Redwine: Holt; Justin Vest: AmazingScapes; J. Philip Thayer; Tony Chapman

**BUSINESS OF THE MEETING**

Mr. James Barker called the August 24, 2022, Regular Commission Meeting to order at 9:35 a.m.

Mr. Barker stated:

First of all, thank you everyone for being here. I know we’ve had a lot of meetings lately, and we appreciate everyone who shows up.

**CONSIDER ADOPTION OF THE MINUTES FOR THE REGULARLY  
SCHEDULED COMMISSION MEETING ON JUNE 22, 2022**

Mr. Barker asked to consider the minutes for the regularly scheduled commission meeting on June 22, 2022.

Motion by Mr. Art Guin to approve the minutes; seconded by Mr. Don Cook and unanimously approved by the Commission. Ayes: 4 / No: 0

**CONSIDER ADOPTION OF THE MINUTES FOR THE SPECIAL CALLED  
COMMISSION MEETING ON JULY 29, 2022**

Mr. Barker asked to consider the minutes for the special called commission meeting on July 29, 2022.

Motion by Mrs. Dannell Marks to approve the minutes; seconded by Mr. Cook and unanimously approved by the Commission. Ayes: 4 / No: 0.

### **CONSIDER APPROVAL TO AMEND THE COLUMBUS AIRPORT COMMISSION BYLAWS**

Mr. Barker stated:

I'm going to give this over to Ms. Alston Lyle, and she can explain what we did last week and what we should have done differently, and what we're going to do for this meeting in regard to the Bylaws.

Ms. Lyle stated:

So, we are going to be amending the Bylaws on four proposed amendments. This was brought about to ensure that the Columbus Airport's Bylaws are in line with the Georgia Constitutional Amendment, which is the constitutional amendment that actually created the airport commission. So, in doing that, we have four proposed amendments here today.

Proposed Amendment 1 actually changed the name of the airport in the Bylaws, from Columbus Metropolitan Airport to Columbus Airport.

In Proposed Amendment 2, it addresses the terms of the commissioners and how they serve on the commission. First, is that we will have five members who will all serve five-year terms. They can succeed themselves, meaning there is no cap on the number of terms, which is in line with the Georgia Constitutional Amendment. The commissioners shall be appointed by the Council of Columbus, Georgia. We shall send one name, and that matches the Georgia Constitutional Amendment as well. Deviating from that, we said at least one name in the past.

Proposed Amendment 3 modifies the time of the regular meetings. In the past, it was at 9:00 a.m., but each year we have said that we are going to be at 9:30 a.m., and that was to accommodate other schedules and morning conflicts. So, now the regular meetings of the commission shall be held on the fourth Wednesday each month at 9:30 a.m. here at the airport of course.

Proposed Amendment 4 amends two different provisions of our Bylaws, Provision 4.6 and Provision 4.7. This addresses the teleconference meetings. So, this says that we can hold meetings via teleconference but in only limited circumstances, and that's in line with the Georgia law to make sure that we adhere to that, and the second piece is participation by teleconference, and this really applies to our commissioners here and not the general public. It says that a commissioner may participate by electronic means but only if there is a quorum here in person. We can have someone by teleconference, but that can only happen two times in one calendar year.

That is all we propose to amend at this time. In terms of confirming these, we will go through each amendment. Mr. Barker will propose, and then we will table them to approve at the next meeting, which is more than thirty days in accordance with our laws.

Mr. Barker stated:

So, what we did last week was that we added the amendment to the agenda, and we can add it, but we can't actually table anything because it

was a called meeting and not an open meeting, which is what this format is. This is an open regularly scheduled meeting. So, we can make modifications during an open meeting, but we can't make modifications during a called meeting. So, that's what we did wrong. We are being transparent in that, and so, we are basically going to do it again this meeting to get it done right.

Ms. Lyle will read what we will be tabling.

Ms. Lyle read:

Proposed Amendment 1 - That the Bylaws be amended to change the name of the airport be changed in each instance where it appears from "Columbus Metropolitan Airport" to Columbus Airport."

Mr. Barker called for a motion to table changing the name.

Motion by Mr. Cook to table changing the name; seconded by Mr. Guin and unanimously approved by the Commission. Ayes: 4 / No: 0

Ms. Lyle read:

Proposed Amendment 2 – There were three proposed changes linked to the commissioner's terms. As I said, there will be five commissioners, and they will serve five-year terms, and they can succeed themselves. They will be appointed by the council of Columbus, Georgia. In terms of nominating, we shall send one name for a new commissioner. If that name is rejected, then we will send a new name, and the process will repeat itself until a commissioner is appointed.

Mr. Barker called for a motion to table this modification to the Bylaws.

Motion by Mrs. Marks to table this modification to the Bylaws; seconded by Mr. Guin and unanimously approved by the Commission. Ayes: 4 / No: 0

Ms. Lyle read:

Proposed Amendment 3 – Changes the regular meeting time from 9:00 a.m. to 9:30 a.m. on the fourth Wednesday of each month here at the airport.

Mr. Barker called for a motion to table this change to the meeting time.

Motion by Mr. Guin to table the change to the meeting time; seconded by Mr. Cook and unanimously approved by the Commission. Ayes: 4 / No: 0

Ms. Lyle read:

Proposed Amendment 4 – Addresses the teleconference meeting requirements. We can have them in certain circumstances. Commissioners may participate via electronic means, provided that we have a quorum in person, and that does not happen more than twice in one calendar year.

Mr. Barker called for a motion to table those changes for the meeting requirements.

Motion by Mrs. Marks to table the changes regarding teleconferences; seconded by Mr. Guin and unanimously approved by the Commission. Ayes: 4 / No: 0

Mr. Barker asked if there were any questions from the audience on the amendments?

Mr. Robert Boehnlein asked if the post office would recognize the name change for the airport?

Mrs. Sonya Overton responded that it would because mail labeled as such already gets delivered to the airport.

### **RATIFY APPROVAL OF INSURANCE RENEWAL FOR FY23**

Ms. Anna Phillips provided the following information on behalf of Ms. Amber Clark:

The Columbus Airport Commission's insurance expires in July. Our insurance broker Yates, Woolfolk and Turner (YWT) went to open market to obtain new policies and no lapse in coverage has occurred.

Proposed are coverage for General and Liquor liability, Property, Crime, Excess Liability, Director's & Officer's Liability, Crime, Equipment, Cyber Liability and Workers Compensation. The annual premium for this coverage will be approximately \$200,485; the expenses have been budgeted. The premium increases approximately 18% as compared to last year. The increase was due to a new valuation of our Terminal building, a significant increase in fuel sales, and increases in the market for Worker's Comp and Executive Risk.

Ms. Clark recommends approval of this airport insurance renewal

Mr. Barker asked to approve the insurance renewal for FY23.

Motion by Mrs. Marks to approve the insurance renewal for FY23; seconded by Mr. Cook and unanimously approved by the Commission. Ayes: 4 / No: 0

### **DIRECTOR'S UPDATES**

#### **Flightways**

Ms. Phillips provided the following report on behalf of Ms. Clark:

Flightways pumped a total of 70,800 gallons in the month of August 2022. Our total volume increased by 33% compared to pre-COVID 2019 numbers. Avgas volume decreased about 14% this may be due to more harsh weather days this year vs 2019. Total Jet increased by 40% compared to August 2019 volume. Airline uplifts increased by 80% due to the addition of American Airlines into the market this year. We saw a 60% increase in retail and contract jet combined, this may be due to the switch to AvFuel as our fuel provider. We have seen a consistent increase in overall jet since the switch.

### **Comparative Airport List:**

Fuel Price Comparison				DATE: 08/17/2022	
Airport Identifier	Name	Jet A + Premixed	AvGas	SS100L	FBO COMPANY NAME
<b>CSG</b>		<b>\$7.60</b>	<b>\$7.52</b>	<b>\$6.51</b>	<b>Flightways Columbus</b>
<b>MCN</b> (478) 788-3491	Macon	\$6.50	\$7.25	\$6.75	Lowe Aviation
<b>GVL</b> (770) 532-4136	Gainesville	\$7.04	\$7.19	\$6.38	Champion Aviation
<b>GVL</b> (678) 989-2395	Gainesville	~	\$7.38	\$6.38	Lanier Flight Center
<b>HSV</b> (256) 772-9341	Huntsville	\$8.11	\$8.66	~	Signature
<b>DHN</b> (334) 983-4541	Dothan	\$6.91	\$7.94	~	Aero One Aviation
<b>ECP</b> (850) 233-4717	Panama City	\$7.92	\$7.29	~	Sheltair
<b>CHA</b> (423) 855-2299	Chattanooga	\$7.48	\$7.48	~	Wilson Air Center
<b>MDQ</b> (256) 828-1403	Dwntwn Huntsville	\$7.22	\$6.99	~	Excutive Flight Center
<b>VPC</b> (770) 382-9800	Cartersville	\$5.49	\$7.49	~	Phoenix Air
<b>FFC</b> (770) 487-2225	Falcon Field	\$6.97	\$6.15	~	Atlanta Regional Airport
<b>AVERAGE</b>		<u>\$7.07</u>	<u>\$7.38</u>	<u>\$6.50</u>	
<b>PIM</b> (706) 663-2083	Pine Mountain	\$5.99	\$6.70	\$6.59	
<b>EUF</b> (334) 687-2051	Eufaula	\$6.97	~	\$7.75	
<b>LGC</b> (706) 884-2121	Lagrange	\$5.46	\$7.32	\$7.02	

CSG Hangar Waiting List			
Updated 8/16/22			
CSG Tenant Priority Move			
Tom Bailey	4/4/2022	Twin	Diamond DA 40
Kevin Boykin	4/12/2022	Twin	Cirrus SR 20
Tony Villegas	4/11/2022	Twin	Cirrus
CSG Tenants Hangar to Hangar Requested			
Richard Knapp	10/27/2016	Singl e	Mooney
Chris Badcock	7/14/2019	Singl e	Cherokee
Ben Marshton	6/15/2020	Singl e	Bonanza
Robert Boehnlein	12/14/2020		
Woody Gilliam	9/1/2021	Twin	172
		Singl e	Piper Arrow

Single Hangar Requested			
2LT Samuel Evans	8/20/2019	Singl e	Silvaire 8E
	10/27/201	Singl	
Richard Bailey	9	e	Cherokee 180
		Singl	
Shannon Kay	12/3/2020	e	Cherokee 160
		Singl	
Mark Lugash	9/15/2021	e	RV 7
	11/10/202	Singl	
Shannon Franklin	1	e	Helicopter
	12/21/202	Singl	
Randall Terry	1	e	Tiger
		Singl	
Bradley Tessendorf	8/11/2022	e	Luscombe 8
		Singl	
John Snurkowski	8/16/2022	e	Cessna 170A
		Singl	
Bailey Mills	8/16/2022	e	PA28-140
Twin Hangar Requested			
Matthew Keller	8/11/2022	Twin	PA 30 Comanche
	[OBJ]	[OBJ]	
	[OBJ]	[OBJ]	
Customers Waiting To Purchase Aircraft			
	[OBJ]	[OBJ]	
Bill Buck	4/7/2016	[OBJ]	Single
Paul Watson	4/11/2016	[OBJ]	Single
Omar McCants	4/30/2018	[OBJ]	Single
	11/19/201		
Reed Hovie	8	[OBJ]	Single
David Lewis	3/25/2019	[OBJ]	Single
	10/28/201		
Elijah Figueroa	9	[OBJ]	Single
Daniel Holley	1/10/2020	[OBJ]	Single
Thomas Henegar	2/19/2020	[OBJ]	Single
Michael Knautz	5/20/2020	[OBJ]	Single
John McLemore	6/16/2020	[OBJ]	Single
Caroline Rimes	7/13/2020	[OBJ]	Single
Don Jones	9/29/2020	[OBJ]	Single
Jay Parker	3/11/2021	[OBJ]	Single
Mark Wrigglesworth	6/8/2021	[OBJ]	Single
Kenny Fuller	8/19/2021	[OBJ]	Single
Suzanne Widenhouse	9/7/2021	[OBJ]	Single
	10/22/202		
Michael Brooks	1	[OBJ]	Single
	12/29/202		
Gregory Smith	1	[OBJ]	Single

Ms. Phillips asked if there were any questions? There were none.

**Human Resources**

Ms. Phillips provided the following report on behalf of Mrs. Danyell Barboa:

**Promotion:** None

**New Hires:**

Michael Witt – Aviation Equipment/ Line Technician, 06/27/2022

Stephon Green – Line Service Technician, 06/27/2022

Amanda Vickers – 07/05/2022

**Terminations/Resignations:**

Benny Berrios – Dual Certified Officer  
Andre Parker – Chief Public Safety  
Cashun Barr – Line Service Technician – PT

**Transitioned:**

Demetria Kimbrough – From FT to PT

**Vacant Positions: 9**

Vacancies	Job Title	Department	Status
1	Hospitality Team Member	Hospitality	Interviewing
2	Line Service Technicians – PT	Flightways/FBO	Interviewing
1	Customer Service Representative – FT	Flightways/FBO	Interviewing
1	FBO Manager	Flightways/FBO	Interviewing
2	Public Safety Officer	Public Safety	Interviewing
1	Firefighter	Public Safety	Recruiting
1	Deputy Chief – Internal	Public Safety	Extended Job Offer

**Compliance**

- ❖ Employee Manual – adding additional policies
- ❖ Employee with company cell phones reviewed and signed cellular phone policy
- ❖ Policy on Investigating Discrimination Complaints
- ❖ Maternity and Paternity Leave
- ❖ Excessive Absentee/ Tardiness
- ❖ PTO/ SICK leave update

**Employee Engagement (Non-Compensation)**

- ❖ Employee Meeting with guest speaker for House of Heroes scheduled for 08/16/2022
- ❖ Developing Partnership with SFL-TAP (Soldier for Life-Transition Assistance Program) with Fort Benning.
- ❖ Employees volunteering at the East AL. Chamber of Commerce Annual Golfing Outing

**Recruitment**

- ❖ Line Service Technician – passed background – Robert Phillips – withdrew application due to how long it took for background to come back
- ❖ Line Service Technician – Jacorrey Nelson – Withdrew due to upcoming National Guard deployment

- ❖ Line Service Technician/ CSR – Carmina Dubios – Onboarding completed – Starts Aug. 29, 2022
- ❖ Customer Service Representative – Drug Screening – Anthony McMillan - Onboarding completed – Starts Aug. 29, 2022

### **Retention**

- ❖ Planning Employee Recognition Ceremony for Employee
- ❖ Open Enrollment for employees begins October 3, 2022

Ms. Phillips asked if there were any questions? There were none.

### **Maintenance**

Mr. Daniel Thomas gave the following report:

Good morning, everyone, and I hope all are doing well.

I would like to introduce our newest CSG team member in the maintenance department, facilities division, Amanda Vickers. Amanda has filled the position of Facilities Tech-1 slot.

The Maintenance Department still has one opening that we are looking to fill. The Hospitality employee position. We are moving forward to do interviews for the Hospitality position.

Hangar repairs are still moving forward by using contractors to perform most of the work that needs to be done in our work order system. Hangar 14, 15, and 6 roof work has been completed other than an area roof repair for hangar 14. We will be doing a quality control check on all roof work. Hangar 12 roof work is being completed at this time. Hangar 12 now has all new inside LED lights and emergency lights over the exits. We are still waiting on the big hangar ceiling fan to arrive so it can be installed in hangar 12 by our contractor. Hangar 57 is next on the list to have all the inside hangar lights replaced with new LED lights.

River City Door Co bid was the one selected out of two bids submitted to replace the complete entryway rollup BHS building door because it was damaged and could not be repaired. This is now complete and the rollup door is working great.

I am working with our new airfield cutting contractor, Amazing Scapes. They have teamed up with the maintenance department airfield operations division to learn how to cut on the airfield, the locations on the airfield, and radio communication with FAA ATCT. Some of their employees are still completing their SIDA badging training.

CSG airfield is undergoing a major project that includes a new CSG-owned PAPI system for RWY-31, pavement TWY lights with the realignment painting of TWYs in the CSG HOTSPOT-1 area, crack sealing and painting that covers all movement airfield area. I have opened several FAA NOTAMs for this work to be completed. This airfield project is close to being completed and the final quality control is about begin with a punch list for any issues that are found to be deficient. I want to say thank you for everyone's patience and understanding.

Mr. Thomas asked if there were any questions?

Mr. Barker stated:

So, for clarification, for commissioners, a pappi lighting system is our glide slope lights that help guide down pilots visually on the runway.



Mr. Barker asked if there were any other questions? There were none.

## **Marketing**

Mrs. Sonya Overton provided the following report:

The Planeteria contract has been executed and we are currently working on the new build behind the scenes. Flycolumbusga.com is back up and running properly. A privacy notice has been added to the website as well as other security measures. Now that Planeteria is on board they will continue to monitor the site for any issues.

We continue to promote American Airlines service and the importance of using CSG. Stakeholders' meetings went well last month. We have put together Stakeholder's packages and will reconnect with all of our stakeholders with CSG Swag Bag and a proposal for support and investment for the Small Community Air Service Development Grant.

We continue to work towards inspection approval and documentation for the Propeller's Sky Bar. We anticipate the opening by late summer/early fall.

Our intern Sam Watson from Auburn University worked with Marketing last month helping to research, cold call, create concepts, build spreadsheets and send out communications to our service military branches in order to begin designing and developing the Military Gate area. We received positive feedback and will continue to work on the build.

We have partnered with the Columbus Civic Center and Springer Opera House to promote the Columbus Airport as the Hometown Airport of choice for our community as well as entertainers and businesses that visit Columbus. Based on the demographic information provided by both entities, we will have direct access to adults 25-64 reaching traditionalist, baby boomers, Gen X and millennials between both entities for a year with opportunities to be promote as well as onsite engagement with the community.

We continue to build our relationship with Fort Benning and was presented with an award in recognition of outstanding support of soldiers and their families and continued support of family and MWR. We will be moving exhibit cases into the terminal to showcase all our awards and plaques received over the existence of CSG.

Mrs. Overton asked if there were any questions?

## **Project Coordinator**

Ms. Overton read the following report on behalf of Ms. Adrian Sellers:

### **RWY 13/31**

- Robinson Paving is backfilling with soil in areas prior to final grassing as necessary, as well as cleaning pavement in areas operations were performed.
- Trinity Electric will be working on restoring and making all necessary connections to airfield lighting to operational status
- NOTAMs were extended and will expire Aug 31<sup>st</sup>
- Surveyor will be conducting the final survey for As-Built conditions, completed on 08/15/22

- Final punch list walkthrough will be scheduled near the end of August.

### **Master Plan & Disadvantaged Business Enterprise Program (DBE)**

- There was a follow-up/open discussion on the Master Plan held with McFarland Johnson in the conference room on July 13<sup>th</sup> & August 9th from 11 am to 1:00 pm to discuss with the tenant's the design issues and facility requirements, CSG felt that it was extremely engaging and that it went very well. We would like to thank everyone who took time out of their busy schedules to participate in those discussions. We really appreciate it. Thank you!
- CSG's First DBE Consultation Meeting was open to the public and was held on July 14th, 6 pm-7:30 pm in Layfield Conference Room. It went very well, we had 10 people show for our first meeting. Hoping to get more in the future and we will host them quarterly.
- Next DBE meeting will be held on Oct 6<sup>th</sup>, all are invited to attend.

Ms. Overton asked if there were any questions? There were none.

### **Public Safety**

Mr. Javier Garcia introduced himself and provided the following report:

#### **Department Operations**

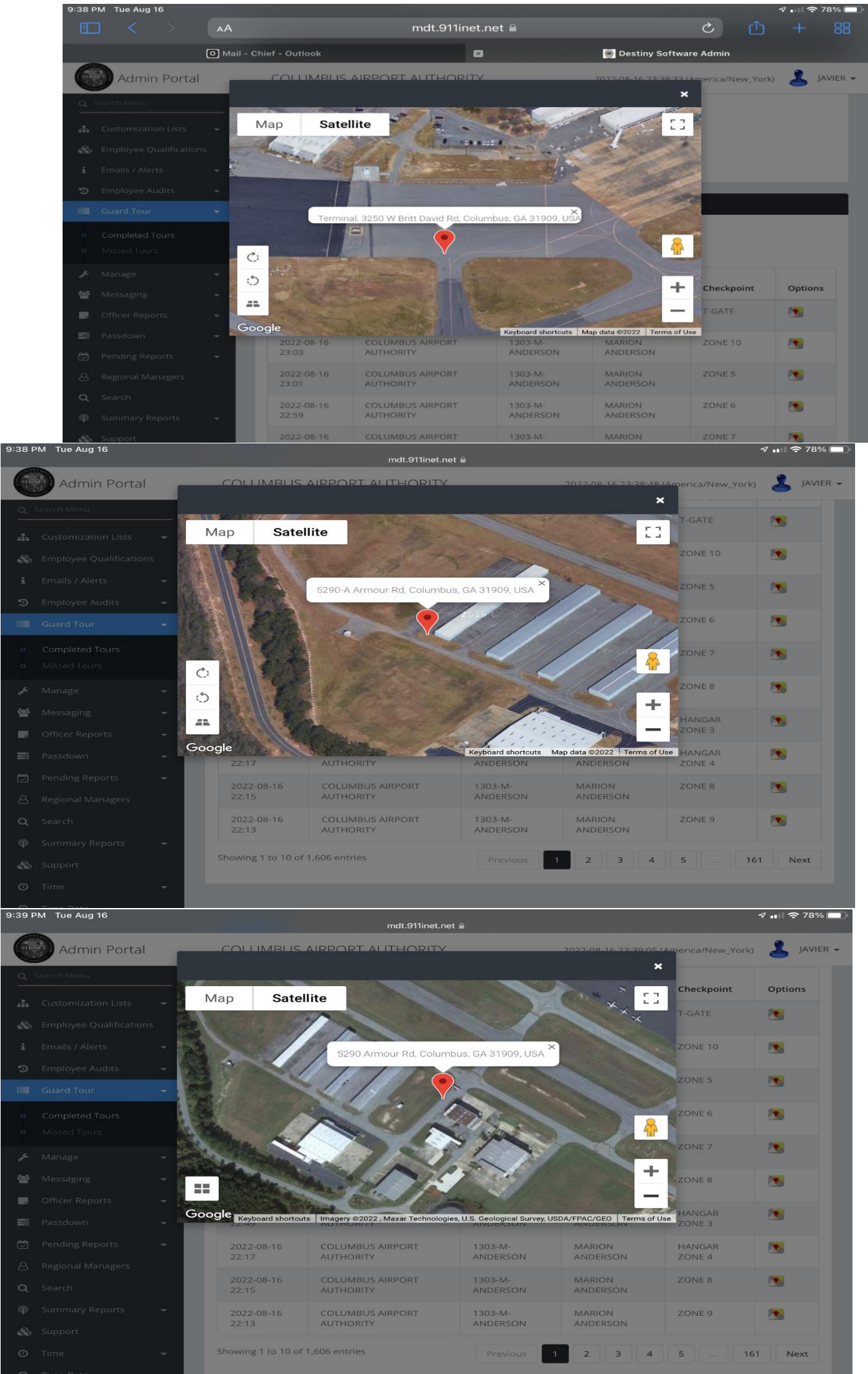
- The Public Safety Department is updating the Department Operations Manual to update the procedures and activities performed by the Public Safety Department. The Amberbox live fire gunshot detection system has been placed and active around the airport facility. This detection system will detect a firearm being discharged on campus and notify 911 to send units out for support of the Public Safety Department. A live demo is scheduled for September 8<sup>th</sup>, 2022.

#### **Training**

- Quarterly firearms training will be performed by all Public Safety Staff.
- Training on responses for fire services will be performed on a weekly basis in an attempt to have better timed response.

#### **Staff**

- Multiple first interviews were performed for vacancies and positions that have been restructured to assist in the management and continuing internal training of employees.
- The objective is to have employees trained at the airport by our own training staff to save money on offsite training.
- New program implemented that requires all employees of the Public Safety Staff to check the whole airport property on an hourly basis. This program records all GPS coordinates as they check the multiple areas of the airport. TSA inspectors were shown the program and they approved as well as given access so they can check the status of all patrol being done by the Public Safety Department. I have attached pictures of the program on actual patrols. The program performs multiple functions to assist the Public Safety Department in the performance of their duties.



**Cameras**

- An evaluation of the TSA check point was done at the request of the Chairman due to some information that was given by one of the employees of the Public Safety Department.

- The area in question is the checkpoint where passengers receive secondary inspection by TSA staff. The cameras that are located in this area have enough coverage of this inspection area to satisfy any incidents that would occur in this area.

Mr. Garcia asked if there were any questions?

Mr. Cook asked what public safety's role was when an aircraft lands?

Mr. Garcia answered:

When a flight arrives, prior to it arriving, the officers are responding to the gated area and advising people if they have any questions. We do not leave the area, until the pilots move through the area, and then we escort them out. Then, the officers are either in the baggage area or outside.

Mr. Cook responded that that is exactly what he saw.

Mr. Barker asked how long it takes to run someone through the FBI database?

Mr. Garcia responded that they have to call Columbus to run someone's criminal history because the airport does not have its own terminal. They also have to physically have the paperwork for it to be real and cannot rely just by the call. There is discussion of the airport having its own program, so it can run its own backgrounds, and there would be training for that.

Mr. Barker asked what the timeline was?

Mr. Garcia said that he did not know, but his intention was to have it all done within 90 days, or at least have it mostly done.

Mr. Barker asked if it would be a bad idea to partner with the sheriff's department?

Mr. Garcia answered that they can and can get in contact with them. He stated that they are more receptive to what the airport is trying to do.

Mr. Guin asked what specifically was out of compliance?

Mr. Garcia that it was the policies and procedures that needed to be updated, and they were not necessarily out of compliance but out of standard.

Mr. Barker asked if there was a place where officers could train?

Mr. Garcia stated that they could go to a local facility, and that there would be no problem in paying for the bullets, but there would have to be some sort of guidance, so the officers were practicing in the appropriate manner.

### **OTHER MATTERS**

Mr. Barker asked if anyone would like to bring anything in front of the Commission?

Mr. Boehnlein inquired about rent increases?

Mrs. Pamela Knight responded there were, and Ms. Clark had that information and would be sending it out.

Mr. Greg Russell stated that he has not received an update about the floors sweating in his hangar.

Mr. Barker responded that he was a tenant in that hangar back in 2005-2006, and in the mornings, that was how it has already operated because of how it was constructed. He stated that it doesn't sweat but condensates, and that if it was temperature controlled, it wouldn't have that issue.

Mr. Barker stated that the Commission can't solve that issue because of how it was built, but he can insulate it and put in heaters.

Mr. Barker offered Mrs. Knight to give her finance report.

Mrs. Knight provided the following numbers:

Columbus Airport: CSG  
Financial Report Highlights  
Year-to-Date: May 2022 (FY22)

	YTD May 2022 Actual	YTD May 2022 Budgeted	Variance	Additional Information
Revenue				
CSG Landing & Fuel Flowage Fees	\$244,282	\$230,047	\$14,235	Delta, Baron, B&C, and AFLAC.
Security Reimbursements	\$338,475	\$310,269	\$28,206	
Airport Rental Income	\$1,922,575	\$1,828,498	\$94,077	From FAA, TSA, Car Companies, Land Contracts, Delta Space; Variance mostly from
FBO Income	\$2,727,137	\$2,173,377	\$553,760	When factoring Fuel Cost FBO Revenues are \$398,376 BTB YTD May 2022
Parking Lot Revenue	\$379,372	\$275,000	\$104,372	
PFC Revenue (Restricted)	\$292,895	\$162,071	\$130,824	Used to pay terminal project debt directly related to PFC agreement
CFC Revenue (Restricted)	\$263,301	\$427,739	-\$164,438	Used to pay terminal project debt directly related to CFC agreement

	YTD May 2022 Actual	YTD May 2022 Budgeted	Variance	Additional Information
Expenses				
Labor w/ benefits	\$2,195,855	\$2,381,193	-\$185,338	Gaps in staffing
CSG Utilities, Inspections, Maintenance & Operations	\$989,179	\$918,147	\$71,032	CSG has spent in FY22 over budget on networking and communication services and over budget on building and airfield improvements; while Electricity is less than budgeted
Professional Fees	\$387,430	\$381,966	\$5,464	Design Fees higher than budgeted (reimbursement/ capitalized part of fees by year-end)

Capital Outlays	\$288,747	\$160,417	\$128,330	Variance covered by additional COVID Funds and current year revenues
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Mr. Guin asked what the timing of the audit was?

Mrs. Knight answered:

We set a date that we would have things ready for them for next Tuesday, and they will start the field work.

Mr. Guin asked what period that goes through?

Mrs. Knight responded that the fiscal year ends June 30.

Mr. Boehnlein asked that there were no one way car rentals and how that issue could be resolved?

Mr. Barker responded:

I have had success, if you are choosing to rent out of the terminal, usually Enterprise or National, sometimes Avis, and go from their nonstop to another airport. If you try to one way from just a regular rental car agency to another one, they usually won't let you do it. However, if you try to go to one airport to another, then you will have a heightened level of success for one-way rentals.

Mr. Barker asked to adjourn the meeting.

Motion by Mrs. Marks to adjourn the meeting; seconded by Mr. Cook and unanimously approved by the Commission. Ayes: 4 / No: 0

The meeting adjourned at 10:26 a.m.

APPROVED:

\_\_\_\_\_  
Anna Phillips, Secretary

\_\_\_\_\_  
James Barker, Chairman