

## Council Members

R. Gary Allen  
Charmaine Crabb

Jerry 'Pops' Barnes  
Glenn Davis

Tyson Begly  
Bruce Huff

R. Walker Garrett  
Toyia Tucker

Judy W. Thomas  
Joanne Cogle

Clerk of Council  
Sandra T. Davis



Council Chambers  
C. E. "Red" McDaniel City Services Center- Second Floor  
3111 Citizens Way, Columbus, GA 31906

July 11, 2023  
9:00 AM  
Regular Meeting

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## MAYOR'S AGENDA

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**CALL TO ORDER:** Mayor B. H. "Skip" Henderson, III, Presiding

**INVOCATION:** Offered by Pastor Ricky Smith, Calvary Baptist Church of Columbus, Georgia

**PLEDGE OF ALLEGIANCE:** Led by Mayor Henderson

### **MINUTES**

1. Approval of minutes for the June 27, 2023 Council Meeting and Executive Session.

### **PROCLAMATION:**

2. **Proclamation:** Columbus Restaurant Week

## **CITY ATTORNEY'S AGENDA**

### **ORDINANCES**

1. **1st Reading**-REZN-05-23-0878: An Ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **8151 Fortson Road** (parcel # 073-026-004) from Residential Estate 1 (RE1) Zoning District to General Commercial (GC) Zoning District. (Planning Department and PAC recommend approval.) (Councilor Davis)

2. **1st Reading-** REZN-05-23-0895: An Ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia, to change certain boundaries of a district located at **7150 Schomburg Road** (parcel # 101-001-003 I 101-001-003H) from Residential Estate 1 (RE1) Zoning District to Residential Multifamily 1 (RMF1) Zoning District and to General Commercial (GC) Zoning District. (Planning Department and PAC recommend approval.) (Mayor Pro-Tem)
3. **1st Reading-** An Ordinance creating a new Article XXII of Chapter 2 of the Columbus Code to create a Liberty Theatre & Cultural Arts Center Advisory Board; and for other purposes. (Councilor Huff)

## **RESOLUTIONS**

4. A resolution approving a Special Exception to allow for a private school in existing buildings located at **4361 Weems Road** located in a Single Family Residential 2 (SFR2) zoning district. (Planning Department and PAC recommend conditional approval.) (Mayor Pro-Tem)
5. A resolution commending John Rivers for his architectural contributions to the City of Columbus. (Councilor Barnes)
6. A resolution providing for the reimbursement of certain expenses incurred in providing qualified professional service to indigent citizens of Muscogee County and Inmates. (Mayor Pro-Tem)
7. A resolution of the Council of Columbus, Georgia, redeclaring its official intent set forth in Resolution No. 131-23; authorizing Davenport & Company, LLC to pursue different methods of sales for the proposed Hospital Authority of Columbus, Georgia Refunding Revenue Anticipation Certificates, Series 2023; and for other purposes. (Request of the Hospital Authority of Columbus)

## **PUBLIC AGENDA**

1. Ms. Sarah Carter, Re: The overgrown trees and bushes on the neighboring property.
2. Mr. Nicholas Ginter, Re: A portion of Front Avenue blocked for construction purposes.

## **CITY MANAGER'S AGENDA**

**1. Sidewalk and Maintenance Easement Acceptance That portion of a 6.5 ft. Sidewalk and Maintenance Easement located on Outparcels 5-A, 5-B and 6 along the right-of-way for Midland Commons Blvd.**

Approval is requested for the acceptance of 6.5 ft. Sidewalk and Maintenance Easement located on Parcels 5-A, 5-B and 6 along the right of way for Midland Commons Blvd.

**2. State of Georgia Department of Community Affairs Equity Fund Rural Workforce Housing Application (NeighborWorks Columbus)**

Approval is requested to apply, and if awarded, accept the State of Georgia Department of Community Affairs Equity Fund Rural Workforce Housing Initiative on behalf of NeighborWorks Columbus by the amount awarded and amend the Multi-Governmental Fund by the amount awarded.

**3. Donation for the Columbus Police Department, Muscogee County Sheriff's Office, and Fire & EMS Department**

Approval is requested to accept a donation in the amount of \$1,500 from an anonymous donor for the Columbus Police Department, Muscogee County Sheriff's Office, and Fire & EMS Department.

**4. PURCHASES**

**A.** Fuel Purchases for Fiscal Year 2024

**B.** Federal and State Mandated Fees for Fiscal Year 2024

**C.** Axon Virtual Training System for the Columbus Police Department – Georgia State Contract/NASPO Cooperative Purchase

**D.** Integrated Ballistic Identification System (IBIS) for the Police Department

**E.** Concrete Slabs for Exterior Exercise Equipment – RFB No. 23-0042

**5. UPDATES AND PRESENTATIONS**

**A.** City Hall Update – Ryan Pruett, Director, Inspections & Code

**B.** Columbus Family Connection Update – Zoé Hightower, Director, Columbus Family Connection

- [C.](#) Public Safety Take Home Vehicles to Alabama – Lauren Vance, Risk Management & Compliance Officer, Risk Management
- [D.](#) Indigent Care Update - Pam Hodge, Deputy City Manager, Financial Planning and Infrastructure
- [E.](#) Legacy Terrace Update - Pam Hodge, Deputy City manager, Financial Planning and Infrastructure

### **BID ADVERTISEMENT**

**DATE:** July 11, 2023

#### **July 12, 2023**

**1. Removal of Residual Ground Material & Removal and Disposal/Reuse of Large Tree Trunks (Annual Contract) – RFB No. 23-0043**

**Scope of bid**

The Consolidated Government of Columbus, Georgia (City) invites qualified contractors to submit bids to provide the following services on an “as needed” basis:

**Option 1:** Residual waste removal on an “as needed” basis, for either Pine Grove or Granite Bluff Landfill. Such ground material could be used as fuel, mulch, or some other recyclable commodity.

**Option 2:** Removal and disposal/reuse of large tree trunks on an “as needed” basis.

*The contract would be awarded to the vendor that can provide the greatest economic benefit to the City for each option.*

The contract term shall be for two years with the option to renew for three additional twelve-month periods.

#### **July 14, 2023**

**1. Automated Speed Detection for School Zone Safety Enforcement (Annual Contract) – RFP No. 23-0036**

**Scope of RFP**

The Columbus Consolidated Government is requesting proposals for automated speed detection for school zone safety enforcement systems and services, specifically LiDAR (Light Detection and Ranging) with ALPR (Automated License Plate Readers) functions to integrate with the existing Flock Safety system for the Columbus Police Department.

The contract term shall be for two years with the option to renew for three additional twelve-month periods.

### **REFERRALS:**

[Referrals](#)



# **CLERK OF COUNCIL'S AGENDA**

## **ENCLOSURES - ACTION REQUESTED**

1. RESOLUTION - A resolution excusing Councilor R. Walker Garrett from the July 11, 2023 Council Meeting.
2. Travel Authorization Request for Councilor Tyson Begly to attend the Fall 2023 Robert E. Knox, Jr. Municipal Leadership Institute.
3. Email correspondence from Atty Jack Schley- Hospital Authority of Columbus requesting that the seat of Ms. Jennings Chester be declared vacant. (*Ms. Chester desires to vacate the seat once a successor is appointed.*)
4. Email correspondence from Mr. Chris Poirier resigning from his District Two seat on the Community Development Advisory Council. (*Mr. Poirier has accepted an appointment to the Public Safety Advisory Commission.*)

### 5. Minutes of the following boards:

Airport Commission, June 22, July 29, August 24, September 28, October 26, and November 16, 2022 and November 29, 2022 Special Called Meeting

Board of Tax Assessors, #21-23

Board of Water Commissioners, March 14, April 11, May 9, July 11, and November 14, 2022

Budget Review Committee, May 16, 2023

Employee Benefits Committee, April 17, 2023

Hospital Authority of Columbus, May 30, 2023

Housing Authority of Columbus, May 17, 2023

Planning Advisory Commission, May 17, 2023

## **BOARD APPOINTMENTS - ACTION REQUESTED**

### 6. COUNCIL APPOINTMENTS- READY FOR CONFIRMATION:

- A. ANIMAL CONTROL ADVISORY BOARD: Ms. Lori Turner was nominated to fill the unexpired term of Mr. Stephen Waters. (*Councilor Begly's nominee*) Term expires: October 15, 2023

**B. AUDIT COMMITTEE:** Mr. Michael Bruder was nominated to serve in a new member seat as the *Financial, Accounting or Governmental representative*. (Councilor Davis' nominee)  
Term expires: June 30, 2025

**C. BUILDING AUTHORITY OF COLUMBUS:** Mr. Johnny Byrd, II was nominated to succeed Ms. Leila Carr. (Councilor Huff's nominee) Term expires: March 24, 2025

**7. COUNCIL APPOINTMENTS- ANY NOMINATIONS WOULD BE LISTED FOR THE NEXT MEETING:**

**A. COMMISSION ON INTERNATIONAL RELATIONS & CULTURAL LIAISON ENCOUNTERS (CIRCLE):**

**SarahAnn Arcila**

*Resigned*

Term Expires: March 1, 2024

Open for Nominations

**(Council's Appointment)**

*These are four-year terms. Board meets monthly.*

**Women: 6**

**Senatorial District 15: 5**

**Senatorial District 29: 5**

*The City of Columbus strives to provide accessibility to individuals with disabilities and who require certain accommodations in order to allow them to observe and/or participate in this meeting. If assistance is needed regarding the accessibility of the meeting or the facilities, individuals may contact the Mayor's Commission for Persons with Disabilities at 706-653-4492 promptly to allow the City Government to make reasonable accommodations for those persons.*

**File Attachments for Item:**

1. Approval of minutes for the June 27, 2023 Council Meeting and Executive Session.

**COUNCIL OF COLUMBUS, GEORGIA**  
**CITY COUNCIL MEETING**  
**MINUTES**

Council Chambers  
C. E. “Red” McDaniel City Services Center- Second Floor  
3111 Citizens Way, Columbus, GA 31906

June 27, 2023  
5:30 PM  
Regular Meeting

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**M A Y O R ’ S   A G E N D A**

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**PRESENT:** Mayor B. H. “Skip” Henderson, III and Mayor Pro Tem R. Gary Allen and Councilors Jerry “Pops” Barnes, Tyson Begly, Joanne Cogle, Charmaine Crabb, Glenn Davis, R. Walker Garrett (via Microsoft Teams), Bruce Huff (arrived at 5:35 p.m.), Judy W. Thomas, and Toyia Tucker. City Manager Isaiah Hugley, City Attorney Clifton Fay, Clerk of Council Sandra T. Davis, and Deputy Clerk of Council Lindsey G. McLemore were present.

**The following documents have been included as a part of the electronic Agenda Packet:** (1) Indigent Health Care Update Presentation; (2) City Hall Update Presentation; (3) Electric Vehicle (EV) Charging Stations Presentation

**The following documents were distributed around the Council table:** (1) Documents submitted by Jeremy Frady; (2) Columbus Consolidated Government Monthly Financial Snapshot (Unaudited) FY2023 – May 2023

**CALL TO ORDER:** Mayor B.H. "Skip" Henderson, III, Presiding

**INVOCATION:** Offered by Pastor Walter Johnson, God’s Way Ministries

**PLEDGE OF ALLEGIANCE:** Led by Mayor Henderson

**MINUTES**

1. Approval of minutes for the June 20, 2023, Council Meeting. Mayor Pro Tem Allen made a motion to approve the minutes, seconded by Councilor Tucker and carried unanimously by the nine members present, with Councilor Huff being absent for the vote.

**PROCLAMATION:**

2. **Proclamation:** Nova Python Day

**Receiving:** Nova Pythons All-Star Cheerleaders, Summit National Champions

**Councilor Joanne Cogle** read the proclamation into the record, proclaiming Sunday, April 30, 2023, as *Nova Python Day*, recognizing the Nova Pythons All-Star Cheerleaders for an amazing season and for being named the 2023 Summit National Champions.

## **RESOLUTION**

3. **Resolution:** Georgia Police and Fire Games

**Receiving:** Chief Sal Scarpa, Columbus Department of Fire & EMS; Interim Chief Stoney Mathis, Columbus Police Department; Sheriff Greg Countryman, Muscogee County Sheriff's Office; Merri Sherman, Columbus Georgia Sports Council

**Resolution (215-23):** A resolution whereas, during the week of June 19, 2023, Columbus, Georgia hosted the Georgia Police and Fire Games. Councilor Barnes made a motion to approve the resolution, seconded by Councilor Crabb and carried unanimously by the ten members of Council.

**Councilor Jerry "Pops" Barnes** read the resolution into the record, recognizing the Fire & EMS Department, Muscogee County Sheriff's Department, Columbus Police Department, and Columbus Sports Council for their planning and participation in the 2023 Georgia Police and Fire Games.

## **PRESENTATION:**

4. Pratt & Whitney Expansion Update – Presented by Jerald Mitchell, President & CEO of the Greater Columbus, GA Chamber of Commerce.

**Chamber of Commerce President & CEO Jerald Mitchell** approached the rostrum to provide an update on the expansion of Pratt & Whitney. He stated Pratt & Whitney is expanding by adding 396 positions with an estimated \$25 million in new payroll averaging \$63,000 a year for those positions. He explained they are spending \$206 million on 2 separate components, a forging center for metal work and an engine center for aircraft engines. He stated they would be working with Georgia Quick Start and Columbus Technical College to ramp up with skill sets that will support this growth. He explained the Chamber offered a bond inducement for 1.1 million per year for 20 years as an investment in the community.

## **CITY ATTORNEY'S AGENDA**

### **ORDINANCES**

1. **Ordinance (23-038) - 2nd Reading** - An Ordinance adopting an operating and capital improvement budget for the Fiscal Year 2024 beginning July 1, 2023 and ending June 30, 2024, for certain funds of the Consolidated Government of Columbus, Georgia, and appropriating the amounts shown in each budget; and for other purposes. (as amended 6-13-23) (continued on 2nd Reading from 06-20-23) (Budget Review Committee) Councilor Thomas made a motion to amend the ordinance to reclassify one Sergeant position to Lieutenant for \$10,955 for the Columbus Police Department, seconded by Councilor Barnes and carried unanimously by the ten members of Council. Councilor Thomas made a motion to amend the ordinance for the creation of a Director of Accountability Courts Position at Step 34, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council. Councilor Davis made a motion to amend the ordinance to reduce the operating budget by \$7,000,000 to roll back the millage rate for the Urban Service Districts to reflect that amount, with \$500,000 from Contingency, \$2 million from Indigent Care, and \$4.5 million from Fund Balance Reserves, seconded by Councilor Tucker and carried unanimously by the ten members of Council. Mayor Pro Tem Allen made a motion to adopt the ordinance as amended, seconded by Councilor Tucker and carried unanimously by the ten members of Council.

**Interim Police Chief Stoney Mathis** approached the rostrum to request that Council allow him to reclassify one of the three Sergeant positions available at the Columbus Police Department to Lieutenant.

**Finance Director Angelica Alexander** approached the rostrum to breakdown the motion made by Councilor Davis, where she explained that Risk Management Fund is not part of the Operating Budget but is referred to as an internal service as it is funded by all other funds for workers compensation claims and risk management claims. She made additional comments regarding the purpose of the Contingency Fund and the money being set aside to be allocated later for specific projects.

**Mayor B. H. “Skip” Henderson, III** made comments regarding the hard work put in to get the Reserve Day Fund Balance back to where it did not appear that the City of Columbus was propping up the fund by using OLOST days. He stated it is projected that another recession is coming and that is what the fund is for. He also stated that he wishes that he and others were made aware of the request.

**Chief Appraiser Suzanne Widenhouse** approached the rostrum to respond to the discussion and answer questions regarding the tax digest and how Tax Allocation Districts play a part. She explained the money collected for Tax Allocation Districts is untouchable.

**City Attorney Clifton Fay** stated Council sets the millage rate and they have the authority to increase or decrease the millage rate every year, which is taxation as to value. He explained that Council does not have the authority to grant flat increases on ad valorem tax bills, but they can give citizens credit on their business license fees, which they have total control over.

3. **Ordinance (23-039) - 2nd Reading-** An Ordinance providing for the establishment of taxing districts, including a county-wide general services district and three (3) urban services districts and three (3) Business Improvement Districts (BID); providing for the levy, assessment, and collection of taxes for Columbus, Georgia within such districts for the year 2023 as provided under the Charter of the Consolidated Government of Columbus, Georgia; providing penalties for violations of the provisions of said ordinance; and for other purposes. (Budget Review Committee) Councilor Davis made a motion to adopt the ordinance to reflect the amendments to the operating budget ordinance, with a reduction of 1.03 mills in General Services and 0.41 in Indigent Care, seconded Councilor Tucker and carried unanimously by the ten members of Council.
2. **Ordinance (23-040) - 2nd Reading-** An Ordinance adopting non-operating budgets for the fiscal year 2024 beginning July 1, 2023 and ending June 30, 2024, for certain funds of the Consolidated Government of Columbus, Georgia, and appropriating the amounts shown in each budget. (continued on 2nd Reading from 6-20-23) (Budget Review Committee) Councilor Davis made a motion to adopt the ordinance, seconded by Councilor Tucker and carried unanimously by the ten members of Council.
4. **Ordinance (23-041) - 2nd Reading-** An Ordinance providing for the levy, assessment, and collection of taxes for the public school system of Columbus, Georgia; and for other purposes. (Request of Muscogee County School District) Councilor Davis made a motion to adopt the ordinance, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.
5. **Ordinance (23-042) - 2nd Reading-** An Ordinance adopting changes to the Evergreen Solutions recommended classification and pay plan for the fiscal year beginning July 1, 2024, and for other purposes. (Mayor Pro-Tem) Councilor Davis made a motion to adopt the ordinance, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

6. **Ordinance (23-043) - 2nd Reading-** An Ordinance to amend Section 20-21.1 of the Columbus Code to expand the authorized routes which may be used by Personal Transportation Vehicles (PTV's) which comply with all other conditions of the code section; and for other purposes. (as amended) (Councilor Cogle) Councilor Cogle made a motion to adopt the ordinance, seconded by Mayor Pro Tem Allen and carried unanimously by a nine-to-one vote, with Mayor Pro Tem Allen and Councilors Barnes, Begly, Cogle, Crabb, Davis, Garrett, Huff and Tucker voting in favor, and Councilor Thomas voting in opposition.
7. **Ordinance (23-044) - 2nd Reading-** An Ordinance amending Section 3-15.2 of the Columbus Code to establish an entertainment district subject to the requirements of Columbus Code Section 3-15.1 at Midland Commons; and for other purposes. (Mayor Pro Tem) Mayor Pro Tem Allen made a motion to adopt the ordinance, seconded by Councilor Davis and carried unanimously by the ten members present.

## **RESOLUTIONS**

8. **Resolution (216-23):** A Resolution authorizing payment of attorney fees which may be incurred for legal services rendered regarding various city issues during fiscal year 2024. (Mayor Pro Tem) Councilor Davis made a motion to approve the resolution, seconded by Councilor Tucker and carried unanimously by the ten members of Council.
9. **Resolution (217-23):** A Resolution requesting that the Georgia Prosecuting Attorney's Council intervene at the state and federal level to ensure continued funding of the VOCA grant program which serves victims of crime in Columbus, Georgia and the entire Chattahoochee Judicial Circuit. (Mayor Pro Tem) Councilor Davis made a motion to approve the resolution, seconded by Councilor Tucker and carried unanimously by the ten members of Council.
10. **Resolution (218-23):** A Resolution requesting that the Development Authority of Columbus, Georgia and the Muscogee County Board of Tax Assessors provide certain information to the Council of Columbus, Georgia. (Councilor Davis) Councilor Davis made a motion to approve the resolution, seconded by Councilor Crabb and carried unanimously by a nine-to-one vote, with Mayor Pro Tem Allen and Councilors Barnes, Cogle, Crabb, Davis, Garrett, Huff, Thomas and Tucker voting in favor, and Councilor Begly voting in opposition.

## **PUBLIC AGENDA**

1. Mr. Jack Rosenhammer, representing Columbus Street Hockey, Re: Discuss a new street hockey program for kids.
2. Ms. Theresa El-Amin, representing Southern Anti-Racism Network, Re: Evictions and Affordable Housing. ***Not Present***
3. Mr. Jeremy Frady, Re: Noise ordinance within residential areas pertaining to business dumpsters being emptied before 7am and a potential new ordinance established or stronger penalties for repeat offenders.

4. Mrs. Olivia Rose, representing Chattahoochee Adventure Co., Re: Consideration for additional activities on the Whitewater course.

**Uptown Columbus President Ed Wolverton** approached the rostrum to explain the vendor bid process for Uptown Columbus.

5. Mr. Erwin Jenkins, representing AAMCO Transmissions of Columbus, GA, Re: The Columbus Consolidated Government's support of non-tax paying businesses over its own taxpaying businesses in the City of Columbus.

**Public Works Director Drale Short** approached the rostrum to address the comments made by Mr. Jenkins regarding the services contract between the Columbus Consolidated Government and AAMCO Transmissions.

## **CITY MANAGER'S AGENDA**

### **1. Risk Management Legal Services**

**Resolution (219-23):** A resolution authorizing payment of attorney fees which may be incurred for legal services rendered regarding risk management issues during Fiscal Year 2024. Mayor Pro Tem Allen made a motion to approve the resolution, seconded by Councilor Crabb and carried unanimously by the ten members of Council.

### **2. FY2024 U.S. Literacy Matters Grant**

**Resolution (220-23):** A resolution authorizing the application and acceptance, if awarded, of a Federal Literacy Matters Grant sponsored by Congressman Sanford Bishop, in the amount of \$34,000, or as otherwise awarded, with no local match required, for Fiscal Years 2024 and 2025. This funding will support the Columbus/Muscogee County Family Connection Collaborative in creating and enhancing childhood literacy efforts, and to amend the Family Connection Fund 0985 by the amount of the award. Councilor Huff made a motion to approve the resolution, seconded by Councilor Crabb and carried unanimously by the ten members of Council.

### **3. PURCHASES**

#### **A. Masonry Products (Annual Contract) – RFB No. 23-0024**

**Resolution (221-23):** A resolution authorizing the annual contract for the purchase of masonry products from Ferguson Waterworks (Columbus, GA) for the estimated annual contract value of \$96,978.00. Councilor Huff made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

#### **C. Dual Axle Utility Trailers – RFB No. 23-0036**

**Resolution (222-23):** A resolution authorizing the purchase of fifteen (15) dual axle utility trailers from Rockland Cargo Equipment, Inc. (Conyers, GA) at a unit price of \$4,997.00, and a total price of \$74,955.00. Councilor Huff made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.



D. Flatbed Dump Trucks with 12FT Body – RFB No. 23-0038

**Resolution (223-23):** A resolution authorizing the purchase of six (6) flatbed dump trucks with 12FT body from Wade Ford (Smyrna, GA) at a unit price of \$72,010.00, and a total price of \$432,060.00. Councilor Huff made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

E. Repair of Bulldozer for Public Works Department

**Resolution (224-23):** A resolution authorizing payment to Yancey Brothers (Fortson, GA), in the amount of \$50,152.76, for the repair of a 2014 Caterpillar D4K2 Bulldozer, Vehicle #11459. Councilor Huff made a motion to approve the resolution, seconded by Mayor Pro Tem Allen and carried unanimously by the ten members of Council.

B. Ball Field Groomers – RFB No. 23-0037

**Resolution (225-23):** A resolution authorizing the purchase of two (2) ball field groomers from Tri-State Pump and Control, Inc. (Liberty, SC) at a unit price of \$20,970.00, and a total price of \$41,940.00. Councilor Thomas made a motion to approve the resolution, seconded by Councilor Huff and carried unanimously by the ten members of Council.

#### 4. UPDATES AND PRESENTATIONS

B. Indigent Care - Pam Hodge, Deputy City Manager, Finance, Planning & Development

Councilor Begly requested to be recused from voting on this matter due to a conflict. Councilor Crabb made a motion to recuse Councilor Begly, seconded by Councilor Tucker and carried unanimously by the nine members of Council. (*Note: Councilor Begly immediately exited the meeting and returned after the discussions and vote on this item.*)

**Deputy City Manager Pam Hodge** approached the rostrum to provide an update on indigent care. Before beginning her presentation, she explained this is an active RFP; therefore, she would not be able to share all the information. She explained there were four proposals received, The Medical Center, Inc. dba Piedmont Columbus Regional Midtown, MercyMed of Columbus, Inc., St. Francis Health, LLC dba St. Francis Hospital/Emory Healthcare, and Tree of Life Healthcare, Inc. She stated the voting members of the RFP committee unanimously recommended The Medical Center, Inc. dba Piedmont Columbus Regional Midtown and MercyMed of Columbus, Inc.

**REFERRAL(S):**

**FOR THE CITY MANAGER:**

- Provide a detailed list of the criteria that were included with the RFP. (*Request of Councilor Cogle*)

#### 3. PURCHASES (continued)

F. Professional Healthcare Services for Medically Indigent Persons in Muscogee County (Annual Contract) – RFP No. 23-0009

Councilor Barnes made a motion to reject the RFP, seconded by Councilor Crabb and carried unanimously by the eight members present, with Councilor Begly being recused, and Councilor Davis being absent for the vote.

**City Manager Isaiah Hugley** stated all vendors that submitted bids on this RFP will be refused and he would like to hear from the members of Council on what they would like to see as part of the future RFP for indigent care services.

#### **4. UPDATES AND PRESENTATIONS (continued)**

##### **A. City Hall Update – Ryan Pruett, Director, Inspections & Code**

**Inspections & Code Director Ryan Pruett** approached the rostrum to provide an update on the move to City Hall, with which departments have already moved and a timeline for the remaining departments. He also responded to questions regarding the parking deck.

##### **C. Electric Charging Stations Update - Everett Flemming, Assistant Director, Metra**

**Metra Assistant Director Everett Flemming** approached the rostrum to provide a presentation on the electric vehicle charging stations. He explained the Metra Transit Department has been given the opportunity to purchase electric vehicle parking stations with TIA Funding as part of their Park and Ride Program. He provided information on the largest electric charging company, ChargePoint, the benefits of purchasing these stations, and proposed locations.

##### **D. Finance Update - Angelica Alexander, Director, Finance**

**Finance Director Angelica Alexander** approached the rostrum to provide a financial update for the month of May 2023.

### **BID ADVERTISEMENT**

**DATE:** June 27, 2023  
**TO:** Mayor and Councilors  
**FROM:** Finance Department  
**SUBJECT:** Advertised Bids/RFPs/RFQs

**July 12, 2023**

#### **1. Removal of Residual Ground Material & Removal and Disposal/Reuse of Large Tree Trunks (Annual Contract) – RFB No. 23-0043**

##### **Scope of bid**

The Consolidated Government of Columbus, Georgia (City) invites qualified contractors to submit bids to provide the following services on an “as needed” basis:

**Option 1:** Residual waste removal on an “as needed” basis, for either Pine Grove or Granite Bluff Landfill. Such ground material could be used as fuel, mulch, or some other recyclable commodity.

**Option 2:** Removal and disposal/reuse of large tree trunks on an “as needed” basis.

*The contract would be awarded to the vendor that can provide the greatest economic benefit to the City for each option.*

The contract term shall be for two years with the option to renew for three additional twelve-month periods.

**July 14, 2023**

**1. Automated Speed Detection for School Zone Safety Enforcement (Annual Contract) – RFP No. 23-0036**

**Scope of RFP**

The Columbus Consolidated Government is requesting proposals for automated speed detection for school zone safety enforcement systems and services, specifically LiDAR (Light Detection and Ranging) with ALPR (Automated License Plate Readers) functions to integrate with the existing Flock Safety system for the Columbus Police Department.

The contract term shall be for two years with the option to renew for three additional twelve-month periods.

Referrals from 6.20.23

**CLERK OF COUNCIL'S AGENDA**

**ENCLOSURES - ACTION REQUESTED**

**1. Minutes of the following boards:**

Crime Prevention Board, January 18, February 15, March 22, April 19, May 3, May 25, and June 6, 2022; February 16, April 13, and May 17, 2023

Development Authority, May 4, 2023

River Valley Regional Commission, April 26, and May 24, 2023

Councilor Tucker made a motion to receive the minutes of various boards, seconded by Councilor Crabb and carried unanimously by the ten members of Council.

**BOARD APPOINTMENTS- ACTION REQUESTED:**

**2. MAYOR'S APPOINTMENT- ANY NOMINATIONS MAY BE CONFIRMED FOR THIS MEETING:**

**A. AUDIT COMMITTEE:**

A nominee for a new member seat for a term that expires on June 30, 2025, as a Finance/Accounting or Governmental Representative on the Audit Committee (*Mayor's Appointment*). Mayor Henderson nominated Mike Baker. Mayor Pro Tem Allen made a motion for confirmation, seconded by Councilor Tucker and carried unanimously by the ten members of Council.

A nominee for a new member seat for a term that expires on June 30, 2025, as a Finance/Accounting or Governmental Representative on the Audit Committee (*Mayor's Appointment*). Mayor Henderson nominated John Redmond. Mayor Pro Tem Allen made a motion for confirmation, seconded by Councilor Tucker and carried unanimously by the ten members of Council.

**3. COUNCIL APPOINTMENTS- READY FOR CONFIRMATION:**

**A. PLANNING ADVISORY COMMISSION:** Ms. Gloria Thomas was nominated to serve another term of office. (*Councilor Huff's nominee*) Term expires: August 31, 2026.

Councilor Barnes made a motion for confirmation, seconded by Councilor Huff and carried unanimously by the ten members of Council.

4. **COUNCIL'S DISTRICT SEAT APPOINTMENTS- ANY NOMINATIONS MAY BE CONFIRMED FOR THIS MEETING:**

A. **COMMUNITY DEVELOPMENT ADVISORY COUNCIL:**

A nominee for the seat of Sendreka Lakes (*Seat declared vacant*) for a term expiring on March 27, 2024, as the District 9 Representative on the Community Development Advisory Council (*Council District 9- Thomas*). There were none.

B. **PUBLIC SAFETY ADVISORY COMMISSION:**

A nominee for the seat of Pamela Williams (*Seat declared vacant*) for a term expiring on October 31, 2023, as the District 2 Representative on the Community Public Safety Advisory Commission (*Council District 2- Davis*). Councilor Davis nominated Christopher Poirier to fill this vacant seat. Mayor Pro Tem Allen made a motion for confirmation, seconded by Councilor Huff and carried unanimously by the ten members of Council.

A nominee for the seat of Jennifer S. Upshaw (*Seat declared vacant*) for a term expiring on October 31, 2023, as the District 5 Representative on the Community Public Safety Advisory Commission (*Council District 5- Crabb*). There were none.

A nominee for a vacant seat for a term expiring on October 31, 2023, as the District 6 Representative on the Public Safety Advisory Commission (*Council District 6- Allen*). There were none.

5. **COUNCIL APPOINTMENTS- ANY NOMINATIONS WOULD BE LISTED FOR THE NEXT MEETING:**

A. **ANIMAL CONTROL ADVISORY BOARD:**

A nominee for the seat of Stephen Waters (*Resigned*) for a term expiring on October 15, 2023, on the Animal Control Advisory Board (*Council's Appointment*). Councilor Begly nominated Lori Turner to fill the unexpired term of Stephen Waters.

A nominee for the seat of Julee Fryer (*Resigned*) for a term expiring on October 15, 2024, on the Animal Control Advisory Board (*Council's Appointment*). Clerk of Council Davis explained it has been brought to her attention that Julee Fryer wishes to finish her term if Council will allow. Councilor Thomas made a motion to allow Julee Fryer to withdraw her resignation on the Animal Control Advisory Board, seconded by Councilor Huff and carried unanimously by the ten members of Council.

B. **AUDIT COMMITTEE:**

A nominee for a new member seat for a term that expires on June 30, 2025, as a Finance/Accounting or Governmental Representative on the Audit Committee (*Council's Appointment*). Councilor Davis nominated Michael Bruder.

A nominee for a new member seat for a term that expires on June 30, 2025, as a Council Representative on the Audit Committee (*Council's Appointment*). Mayor Pro Tem Allen nominated

Councilor Tyson Begly. Mayor Pro Tem Allen made a motion for confirmation, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

A nominee for a new member seat for a term that expires on June 30, 2025, as a Council Representative on the Audit Committee (*Council's Appointment*). Mayor Pro Tem Allen nominated Councilor Toyia Tucker. Mayor Pro Tem Allen made a motion for confirmation, seconded by Councilor Cogle and carried unanimously by the ten members of Council.

#### **C. BUILDING AUTHORITY OF COLUMBUS:**

A nominee for the seat of Leila Carr (*Eligible to succeed – Not seeking reappointment*) for a term that expired on March 24, 2023, on the Building Authority of Columbus (*Council's Appointment*). There were none. Councilor Huff nominated Mr. Johnny Byrd, II to succeed Ms. Leila Carr.

#### **D. COLUMBUS AQUATICS COMMISSION:**

A nominee for the seat of Bruce Samuels (*Not Eligible to succeed*) for a term that expired on June 30, 2022, on the Columbus Aquatics Commission (*Council's Appointment*). There were none.

#### **EXECUTIVE SESSION:**

Mayor Henderson entertained a motion to go into executive session to discuss matters of litigation as requested earlier in the meeting by City Attorney Fay. Mayor Pro Tem Allen made a motion to go into Executive Session, seconded by Councilor Tucker and carried unanimously by the ten members of Council, with the time being 9:40 p.m.

The Regular Meeting reconvened at 10:18 p.m., at which time, Mayor Henderson announced that the Council did meet in executive session to discuss matters of litigation and personnel; however, there were no votes taken.

With there being no further business to discuss, Mayor Henderson entertained a motion for adjournment. Motion by Councilor Thomas to adjourn the June 27, 2023 Regular Council Meeting, seconded by Councilor Huff and carried unanimously by the nine members present, with Councilor Garrett being absent for the vote, and the time being 10:18 p.m.

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Sandra T. Davis, CMC  
Clerk of Council  
Council of Columbus, Georgia

**File Attachments for Item:**

**1. 1st Reading**-REZN-05-23-0878: An Ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **8151 Fortson Road** (parcel # 073-026-004) from Residential Estate 1 (RE1) Zoning District to General Commercial (GC) Zoning District. (Planning Department and PAC recommend approval.) (Councilor Davis)

## AN ORDINANCE

NO. \_\_\_\_\_

An Ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia to change certain boundaries of a district located at **8151 Fortson Road** (parcel # 073-026-004) from Residential Estate 1 (RE1) Zoning District to General Commercial (GC) Zoning District.

### THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY ORDAINS AS FOLLOWS:

#### Section 1.

The Zoning Atlas on file with the Planning Department is hereby amended by changing the properties described below from Residential Estate 1 (RE1) Zoning District to General Commercial (GC) Zoning District.

“All that lot, tract or parcel of land situate, lying and being in Columbus, Muscogee County, Georgia and being more particularly described on that certain map or plat entitled "Survey for David Erickson, Part of Land Lots 270 & 271, 19th District, Columbus, Muscogee County, Georgia" prepared by Moon, Meeks, Mason and Vinson, Inc. under date of December 6, 2000 and being recorded in Plat Book 142, page 89 of the records in the Office of the Clerk of Superior Court, Muscogee County, Georgia, to which reference is hereby made for the more particular location and dimension of said lot.

Together With:

All that lot, tract or parcel of land situate, lying and being in Land Lot 271, 19th Land District, Columbus, Muscogee County, Georgia and being more particularly described as "Parcel B" on that certain map or plat entitled "Survey for David Erickson, Part of Land Lots 271, 272, 292 & 293, 19th District, Columbus, Muscogee County, Georgia" prepared by Moon, Meeks, Mason and Vinson, Inc. under date of December 6, 2000 and being recorded in Plat Book 142, page 88 of the records in the Office of the Clerk of Superior Court, Muscogee County, Georgia, to which reference is hereby made for the more particular location and dimension of said lot.

Both Of The Above-Described Tracts Of Land Are Conveyed Subject To A Thirty Foot Wide Utility Easement Running Parallel To The Property Frontage On Fortson Road, Said Easement To Be Reserved For Future Placement Of Utility Services.”

Introduced at a regular meeting of the Council of Columbus, Georgia held on the \_\_\_\_ day of \_\_\_\_\_, 2023; introduced a second time at a regular meeting of said Council held on the \_\_\_\_ day of \_\_\_\_\_, 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_ members of said Council.

Councilor Allen	voting _____
Councilor Barnes	voting _____
Councilor Begly	voting _____
Councilor Cogle	voting _____
Councilor Crabb	voting _____
Councilor Davis	voting _____
Councilor Garrett	voting _____
Councilor Huff	voting _____
Councilor Thomas	voting _____
Councilor Tucker	voting _____

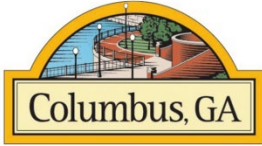
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Sandra T Davis  
Clerk of Council

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B. H. "Skip" Henderson, III  
Mayor





CONSOLIDATED GOVERNMENT  
*What progress has preserved.*  
 PLANNING DEPARTMENT

## COUNCIL STAFF REPORT

**REZN-05-23-0878**

<b>Applicant:</b>	Melinda Newton
<b>Owner:</b>	Melinda Newton
<b>Location:</b>	8151 Fortson Road
<b>Parcel:</b>	073-026-004
<b>Acreage:</b>	13.60
<b>Current Zoning Classification:</b>	Residential Estate – 1 (RE1)
<b>Proposed Zoning Classification:</b>	General Commercial (GC)
<b>Current Use of Property:</b>	Vacant
<b>Proposed Use of Property:</b>	Restaurants
<b>Council District:</b>	District 2 (Davis)
<b>PAC Recommendation:</b>	<b>Approval</b> based on the Staff Report and compatibility with existing land uses.
<b>Planning Department Recommendation:</b>	<b>Approval</b> based on compatibility with existing land uses.
<b>Fort Benning's Recommendation:</b>	N/A
<b>DRI Recommendation:</b>	N/A
<b>General Land Use:</b>	Inconsistent Planning Area A
<b>Current Land Use Designation:</b>	Vacant/Undeveloped

<b>Future Land Use Designation:</b>	Light Manufacturing/ Industrial								
<b>Compatible with Existing Land-Uses:</b>	Yes								
<b>Environmental Impacts:</b>	The property does not lie within the floodway and floodplain area. The developer will need an approved drainage plan prior to issuance of a Site Development permit, if a permit is required.								
<b>City Services:</b>	Property is served by all city services.								
<b>Traffic Impact:</b>	The Average Annual Daily Trips (AADT) will increase to 1,901 trips from 128 trips if used for commercial use. The Level of Service (LOS) will go to a B from an A.								
<b>Traffic Engineering:</b>	<p>This site shall meet the Codes and regulations of the Columbus Consolidated Government for commercial usage.</p> <p>Sight distance is an issue and one access point may be eliminated.</p>								
<b>Surrounding Zoning:</b>	<table> <tr> <td><b>North</b></td><td>General Commercial (GC)</td></tr> <tr> <td><b>South</b></td><td>Residential Estate – 1 (RE1)</td></tr> <tr> <td><b>East</b></td><td>General Commercial (GC)</td></tr> <tr> <td><b>West</b></td><td>General Commercial (GC)</td></tr> </table>	<b>North</b>	General Commercial (GC)	<b>South</b>	Residential Estate – 1 (RE1)	<b>East</b>	General Commercial (GC)	<b>West</b>	General Commercial (GC)
<b>North</b>	General Commercial (GC)								
<b>South</b>	Residential Estate – 1 (RE1)								
<b>East</b>	General Commercial (GC)								
<b>West</b>	General Commercial (GC)								
<b>Reasonableness of Request:</b>	The request is compatible with existing land uses.								
<b>School Impact:</b>	N/A								
<b>Buffer Requirement:</b>	<p>The site shall include a Category C buffer along all property lines bordered by the RE-1 zoning district. The 3 options under Category C are:</p> <ol style="list-style-type: none"> <li>1) <b>20 feet</b> with a certain amount of canopy trees, under story trees, and shrubs / ornamental grasses per 100 linear feet.</li> <li>2) <b>10 feet</b> with a certain amount of shrubs / ornamental grasses per 100 linear feet and a wood fence or masonry wall.</li> <li>3) <b>30 feet</b> undisturbed natural buffer.</li> </ol>								

**Attitude of Property Owners:**

**Nineteen (19)** property owners within 300 feet of the subject properties were notified of the rezoning request. The Planning Department received **no** calls and/or emails regarding the rezoning.

**Approval**  
**Opposition**

**0** Responses  
**0** Responses

**Additional Information:**

The site plan submitted shows three 3,000 sq ft buildings and three 2,000 sq ft buildings. Two of the 3,000 sq ft buildings fronting Fortson Road will be drive thru restaurants. The remaining buildings will include upscale, southern, taco, deli and dessert restaurants.

One of the 3,000 sq ft buildings will have a second story of the same size. The use for this space has not been determined.

**Attachments:**

Aerial Land Use Map  
Location Map  
Zoning Map  
Existing Land Use Map  
Future Land Use Map  
Traffic Report  
Flood Map  
Site Plan





This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.

Date: 5/18/2023

**Aerial Map for REZN 05-23-0878**  
**Map 073 Block 026 Lot 004**  
**Planning Department-Planning Division**  
**Prepared By Planning GIS Tech**

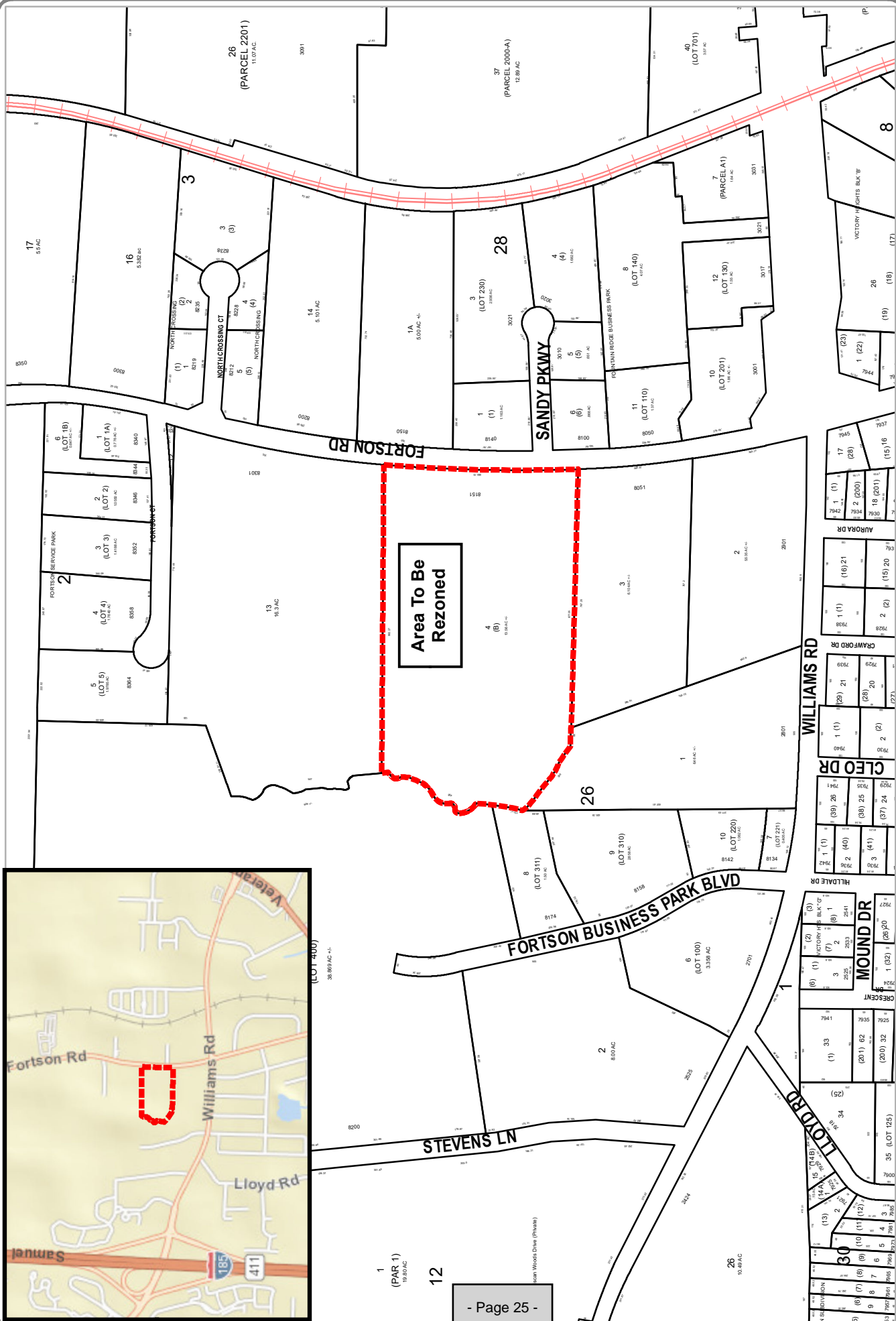
Item #1.

**Columbus Planning**

0 200 400 Feet  
 1 inch = 400 feet

Data Source: IT/GIS  
 Author: David Cooper



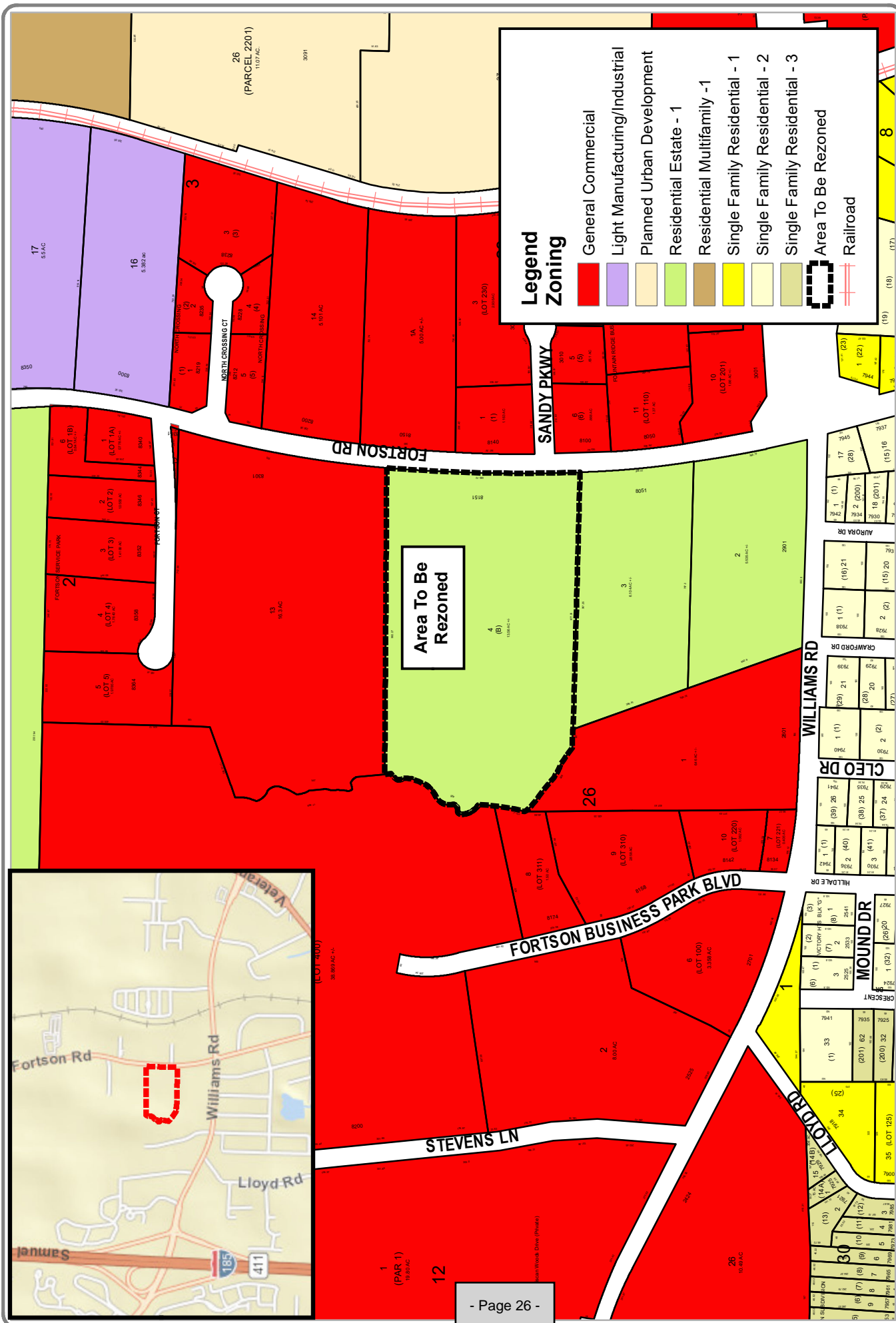


0 200 400 Feet  
1 inch = 400 feet  
Data Source: IT/GIS  
Author: David Cooper

Location Map for REZN 05-23-0878  
Map 073 Block 026 Lot 004  
Planning Department-Planning Division  
Prepared By Planning GIS Tech

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0 200 400 Feet  
1 inch = 400 feet

Data Source: IT/GIS  
Author: David Cooper

Zoning Map for REZN 05-23-0878

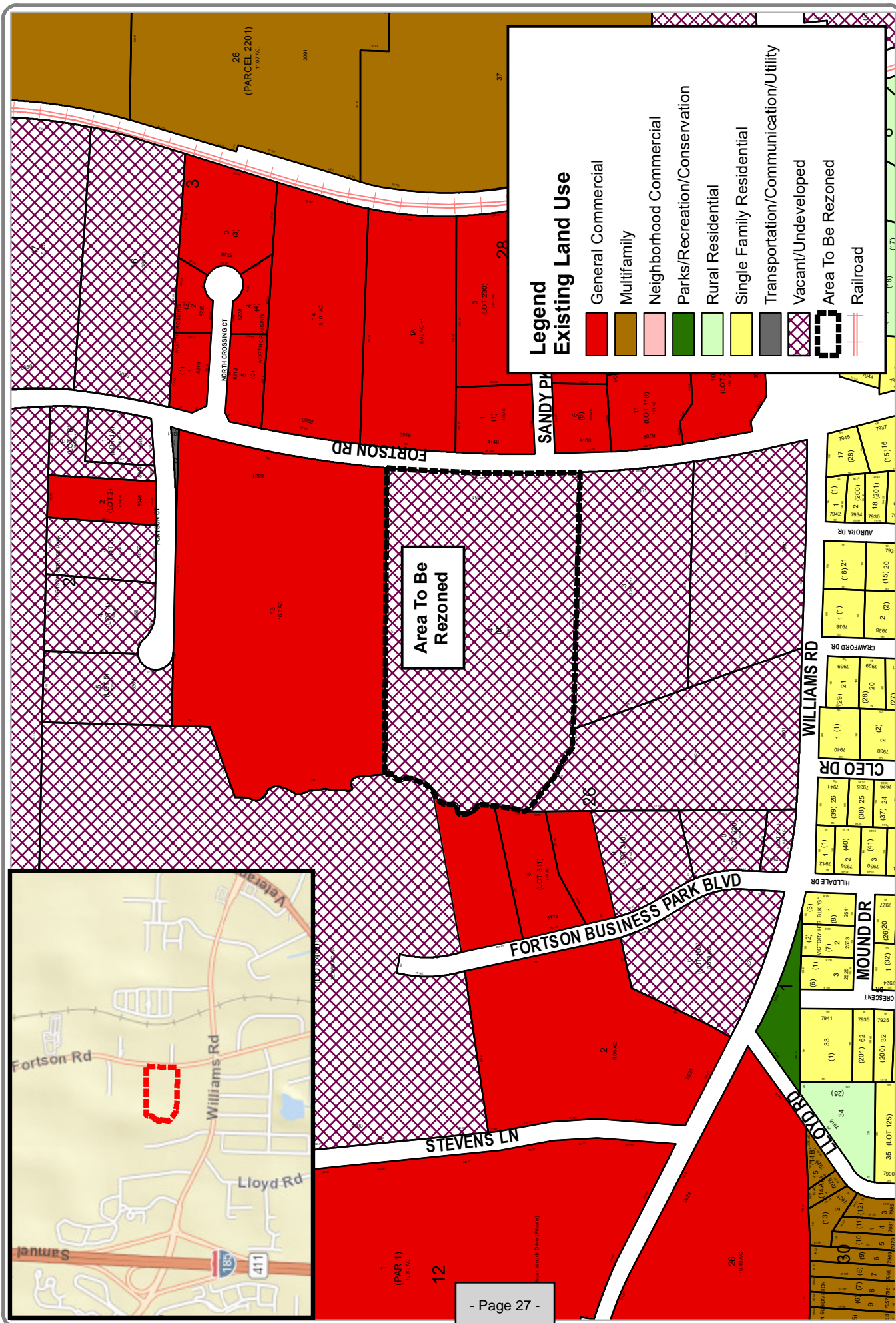
Map 073 Block 026 Lot 004

Planning Department-Planning Division  
Prepared By Planning GIS Tech

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Date: 5/18/2023



Item #1.

0 200 400 Feet

1 inch = 400 feet

Data Source: IT/GIS

Author: DavidCooper

Existing Land Use Map for REZN 05-23-0878

Map 073 Block 026 Lot 004

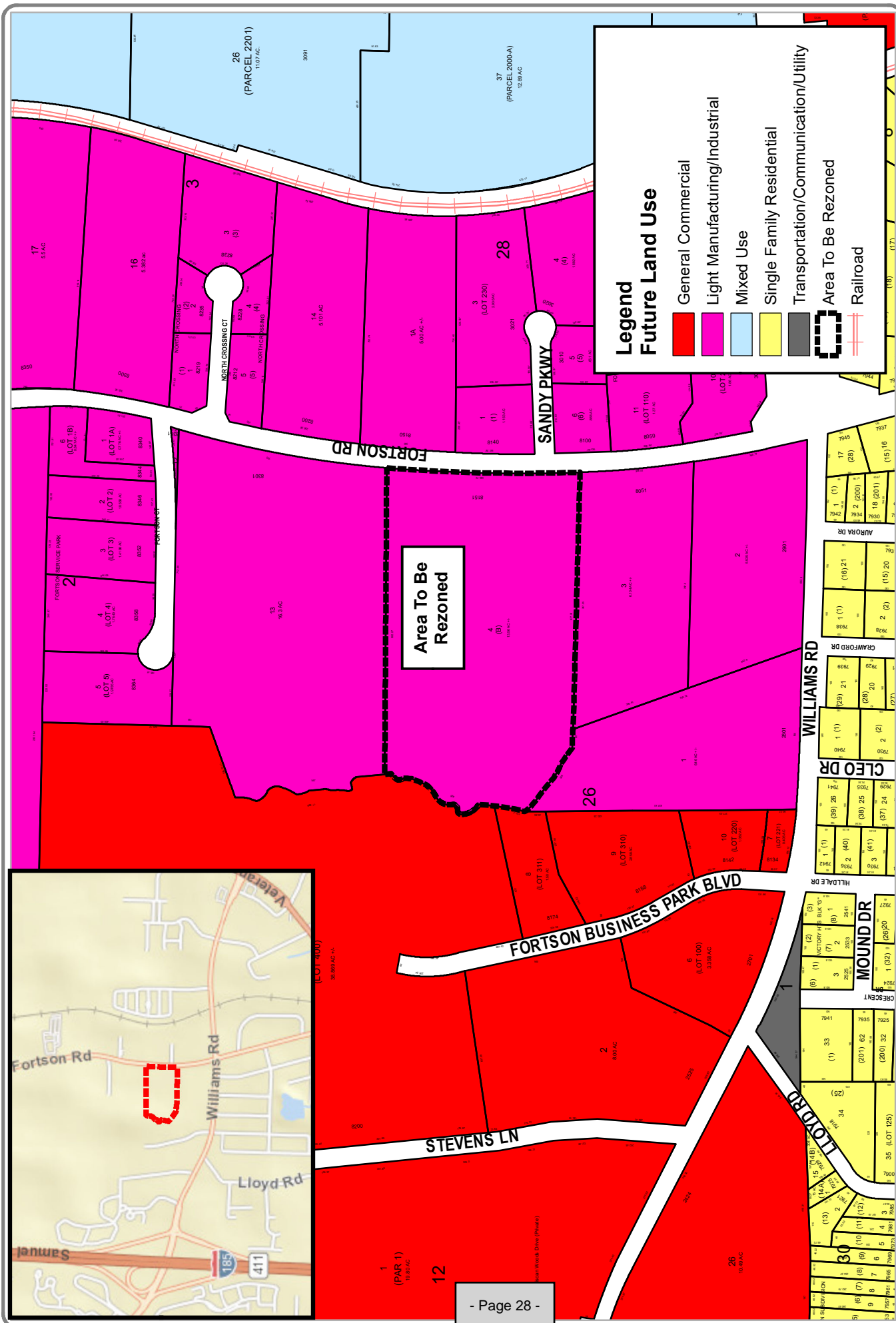
Planning Department-Planning Division

Prepared By Planning GIS Tech

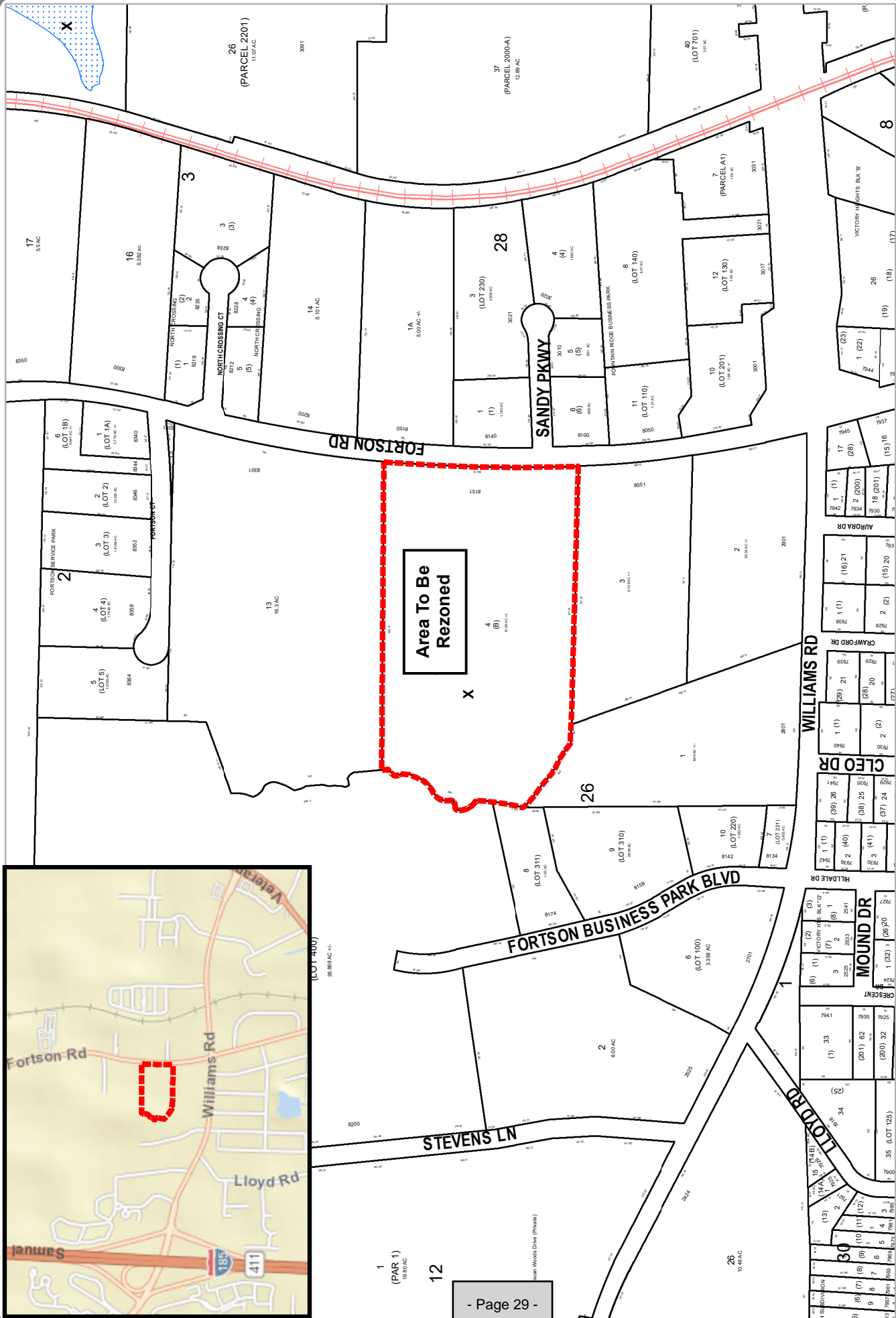
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Date: 5/18/2023









0 200 400 Feet  
1 inch = 400 feet  
Data Source: IT/GIS  
Author: David Cooper

Flood Hazard Map for REZN 05-23-0878  
Map 073 Block 026 Lot 004  
Planning Department-Planning Division  
Prepared By Planning GIS Tech

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# REZONING TRAFFIC ANALYSIS FORM

ZONING CASE NO. REZN 05-23-0878  
PROJECT 8151 Fortson Road  
CLIENT  
REZONING REQUEST RE1 to GC

LAND USE  
Trip Generation Land Use Code\* 210, 934, 931, and 930  
Existing Land Use Residential Estate 1 - (RE1)  
Proposed Land Use General Commercial - (GC)  
Existing Trip Rate Unit RE1 - One Acre Lots  
Proposed Trip Rate Unit GC - Square Footage of Buildings

## TRIP END CALCULATION \*

Land Use	ITE Code	Zone Code	Quantity	Trip Rate	Total Trips
<b>Daily (Existing Zoning)</b>					
Single Family Detached Housing	210	RE1	13.6 Acres	9.43	128
<b>Total</b>					<b>128</b>
<b>Daily (Proposed Zoning)</b>					
Fast Food Restaurant with Drive Through	934	GC	6,000 Sq. Ft.		784
Fine Dining Restaurant	931	GC	3,000 Sq. Ft.		630
Fast Casual Restaurant	930	GC	6,000 Sq. Ft.		487
<b>Total</b>					<b>1,901</b>

Trip rates are for Weekday - AM & PM Peak, Saturday Peak, and Sunday Peak

Note: \* Denotes calculation are based on Trip Generation, 8th Edition by Institute of Transportation Engineers

## TRAFFIC PROJECTIONS

### EXISTING ZONING (RE1)

Name of Street	Fortson Road
Street Classification	Undivided Arterial
No. of Lanes	2
City Traffic Count (2021)	2,380
Existing Level of Service (LOS)**	A
Additional Traffic due to Existing Zoning	128
Total Projected Traffic (2021)	2,508
Projected Level of Service (LOS)**	A

### PROPOSED ZONING (GC)

Name of Street	Fortson Road
Street Classification	Undivided Arterial
No. of Lanes	2
City Traffic Count (2021)	2,380
Existing Level of Service (LOS)**	A
Additional Traffic due to Proposed	1,901
Total Projected Traffic (2021)	4,281
Projected Level of Service (LOS)**	B

Note: \*\* Denotes Level of Service Based on National Standards for Different Facility Type (TABLE 1- General Highway Capacities by Facility Type)







**File Attachments for Item:**

**2. 1st Reading-** REZN-05-23-0895: An Ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia, to change certain boundaries of a district located at **7150 Schomburg Road** (parcel # 101-001-003 I 101-001-003H) from Residential Estate 1 (RE1) Zoning District to Residential Multifamily 1 (RMF1) Zoning District and to General Commercial (GC) Zoning District. (Planning Department and PAC recommend approval.) (Mayor Pro-Tem)

## AN ORDINANCE

NO. \_\_\_\_\_

An Ordinance amending the Zoning Atlas of the Consolidated Government of Columbus, Georgia, to change certain boundaries of a district located at **7150 Schomburg Road** (parcel # 101-001-003 / 101-001-003H) from Residential Estate 1 (RE1) Zoning District to Residential Multifamily 1 (RMF1) Zoning District and to General Commercial (GC) Zoning District.

### THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY ORDAINS AS FOLLOWS:

#### Section 1.

The Zoning Atlas on file with the Planning Department is hereby amended by changing the property described below from Residential Estate 1 (RE1) Zoning District to Residential Multifamily (RMF 1) Zoning District.

“BEGINNING at an iron pin located in the Land Lot line dividing Land Lot 2 from Land Lot 3 of the 9th District of said state and County, South 87 degrees 44 minutes West a distance of 1700.40 feet from the common corner of Land Lots 30, 31, 2 and 3 of said District and County and from said beginning iron running thence North 05 degrees 39 minutes West a distance of 10.59 feet to an iron; running thence South 87 degrees 01 minutes West a distance of 476. 82 feet to an iron pin located in the easterly margin of Schomburg Road: running thence South 07 degrees 47 minutes West along the Easterly margin of Schomburg Road a distance of 44. 79 feet to an iron pin; running thence North 76 degrees 18 minutes East a distance of 199. 06 feet to an iron pin; running thence North 87 degrees 44 minutes East a distance of 290.11 feet to an iron pin at the point of beginning.

#### Section 2.

The Zoning Atlas on file with the Planning Department is hereby amended by changing the property described below from Residential Estate 1 (RE1) Zoning District to General Commercial (GC) Zoning District.

COMMENCING at an iron pin denominated the true point of beginning located at follows: Beginning at an iron pin located in the dividing line between Land Lots 2 and 3 of the 9th District of said State and County, South 87 degrees 44 minutes West a distance of 1700.40 feet from the common corner of Land Lots 30, 31, 2 and 3 of the 9th District of said State and County and running thence North 05 degrees 39 minutes West a distance of 10.59 feet to an iron pin denominated as the true point of beginning and from said Point of beginning running thence South 87 degrees 01 minutes West a distance of 476. 82 feet to an iron pin located in

the Easterly margin of Schomburg Road; running thence North 06 degrees 42 minutes East along the Easterly margin of Schomburg Road a distance of 423. 04 feet to an iron pin; thence continuing Northeasterly along the Easterly margin of Schomburg Road on an arc to the left having a radius of 1949.98 feet a distance of 121 feet to an iron pin; running thence South 86 degrees 57 minutes East a distance of 36 7. 88 feet to an iron pin; running thence South 05 degrees 39 minutes East a distance of 498. 73 feet to an iron pin denominated as the true point of beginning.

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Introduced at a regular meeting of the Council of Columbus, Georgia held on the \_\_\_\_\_ day of \_\_\_\_\_, 2023; introduced a second time at a regular meeting of said Council held on the \_\_\_\_\_ day of \_\_\_\_\_, 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

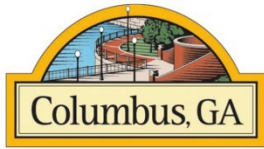
Councilor Allen	voting _____
Councilor Barnes	voting _____
Councilor Begly	voting _____
Councilor Cogle	voting _____
Councilor Crabb	voting _____
Councilor Davis	voting _____
Councilor Garrett	voting _____
Councilor Huff	voting _____
Councilor Thomas	voting _____
Councilor Tucker	voting _____

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**Sandra T Davis**  
Clerk of Council

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**B. H. "Skip" Henderson, III**  
Mayor



CONSOLIDATED GOVERNMENT  
*What progress has preserved.*  
 PLANNING DEPARTMENT

## COUNCIL STAFF REPORT

**REZN-05-23-0895**

<b>Applicant:</b>	Ann Vaughn Cook Tilley
<b>Owner:</b>	Ann Vaughn Cook Tilley
<b>Location:</b>	7150 Schomburg Road
<b>Parcel:</b>	101-001-003 / 101-001-003H
<b>Acreage:</b>	5.17 Acres
<b>Current Zoning Classification:</b>	Residential Estate - 1 (RE1)
<b>Proposed Zoning Classification:</b>	General Commercial (GC) and Residential Multifamily - 2 (RMF2)
<b>Current Use of Property:</b>	Vacant
<b>Proposed Use of Property:</b>	Shopping and Multifamily Residential
<b>Council District:</b>	District 6 (Allen)
<b>PAC Recommendation:</b>	<b>Approval</b> based on the Staff Report and compatibility with existing land uses.
<b>Planning Department Recommendation:</b>	<b>Approval</b> based on compatibility with existing land uses.
<b>Fort Benning's Recommendation:</b>	N/A
<b>DRI Recommendation:</b>	N/A
<b>General Land Use:</b>	Consistent Planning Area A
<b>Current Land Use Designation:</b>	Rural Residential

<b>Future Land Use Designation:</b>	Mixed Use								
<b>Compatible with Existing Land-Uses:</b>	Yes								
<b>Environmental Impacts:</b>	The property does not lie within the floodway and floodplain area. The developer will need an approved drainage plan prior to issuance of a Site Development permit, if a permit is required.								
<b>City Services:</b>	Property is served by all city services.								
<b>Traffic Impact:</b>	Average Annual Daily Trips (AADT) will increase to 610 trips up from 49 trips if used for commercial and residential mixed use.								
<b>Traffic Engineering:</b>	<p>This site shall meet the Codes and regulations of the Columbus Consolidated Government for commercial and residential usage.</p> <p>A protected left turn into the development will be required.</p>								
<b>Surrounding Zoning:</b>	<table> <tr> <td><b>North</b></td><td>General Commercial (GC)</td></tr> <tr> <td><b>South</b></td><td>Residential Multifamily - 2 (RMF2)</td></tr> <tr> <td><b>East</b></td><td>General Commercial (GC)</td></tr> <tr> <td><b>West</b></td><td>Single Family Residential - 3 (SFR3)</td></tr> </table>	<b>North</b>	General Commercial (GC)	<b>South</b>	Residential Multifamily - 2 (RMF2)	<b>East</b>	General Commercial (GC)	<b>West</b>	Single Family Residential - 3 (SFR3)
<b>North</b>	General Commercial (GC)								
<b>South</b>	Residential Multifamily - 2 (RMF2)								
<b>East</b>	General Commercial (GC)								
<b>West</b>	Single Family Residential - 3 (SFR3)								
<b>Reasonableness of Request:</b>	The request is compatible with existing land uses.								
<b>School Impact:</b>	N/A								
<b>Buffer Requirement:</b>	<p>The site shall include a Category C buffer for all property lines in which <u>GC is bordered by the RMF2</u> zoning district. The 3 options under Category C are:</p> <ol style="list-style-type: none"> <li>1) <b>20 feet</b> with a certain amount of canopy trees, under story trees, and shrubs / ornamental grasses per 100 linear feet.</li> <li>2) <b>10 feet</b> with a certain amount of shrubs / ornamental grasses per 100 linear feet and a wood fence or masonry wall.</li> <li>3) <b>30 feet</b> undisturbed natural buffer.</li> </ol> <p>The site shall include a Category A buffer for all property lines in which <u>RMF2 is bordered by the GC</u> zoning district. The 3 options under Category C</p>								



are:

- 1) **5 feet** with a certain amount of canopy trees, under story trees, and shrubs / ornamental grasses per 100 linear feet.
- 2) **10 feet** with a certain amount of shrubs / ornamental grasses per 100 linear feet and a wood fence or masonry wall.
- 3) **20 feet** undisturbed natural buffer.

**Attitude of Property Owners:**

**Twenty-One (21)** property owners within 300 feet of the subject properties were notified of the rezoning request. The Planning Department received **two** calls and/or emails regarding the rezoning.

**Approval**      **0 Responses**  
**Opposition**   **2 Responses**

**Additional Information:**

The proposed GC zoning will apply to Parcel A, 2.50 acres. Three commercial buildings are proposed: retail, urgent care/ pharmacy and restaurant.

The proposed RMF2 zoning will apply to Parcel B, 2.50 acres. 24 proposed units total, each building is 4 units, 6 buildings total.

**Attachments:**

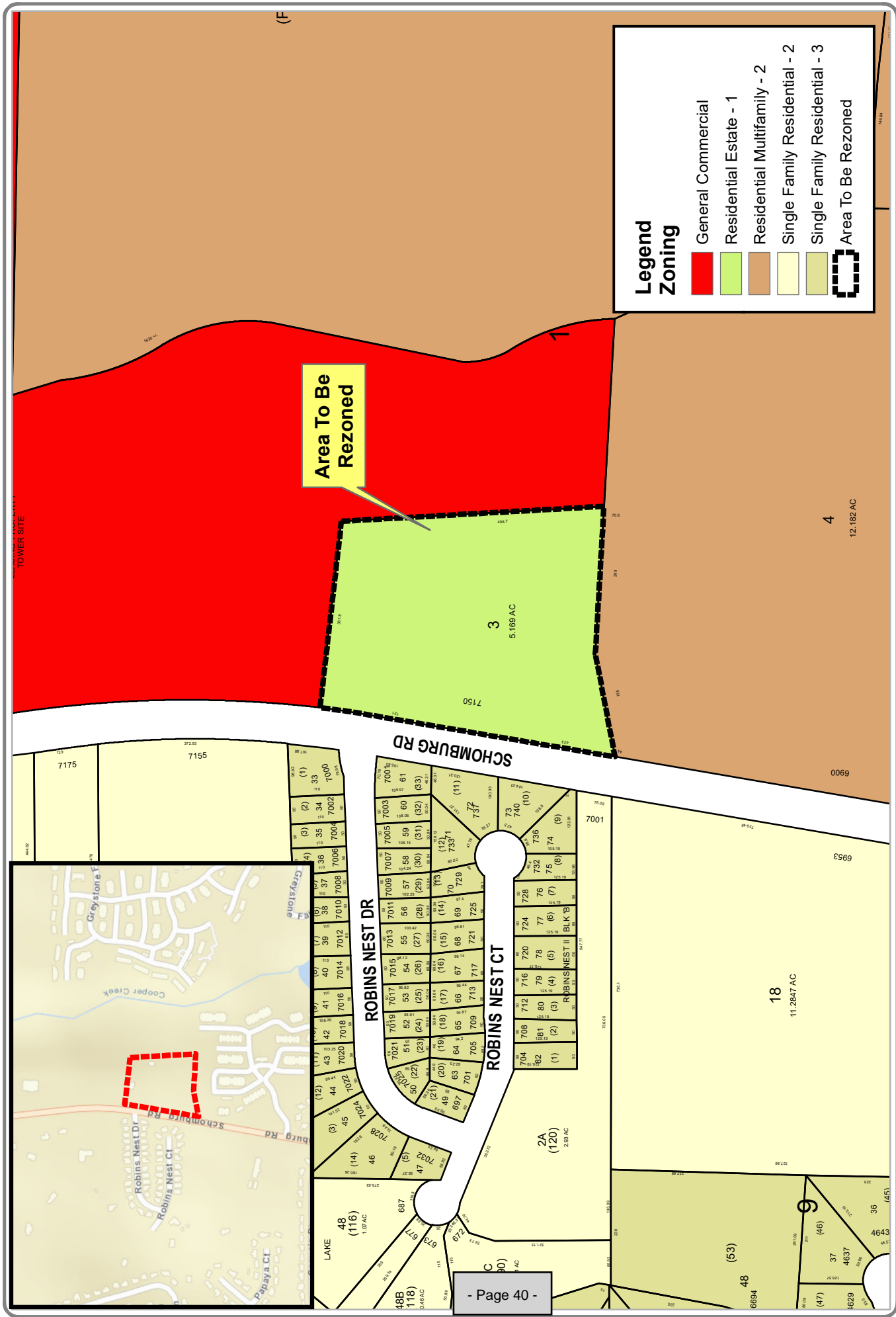
Aerial Land Use Map  
 Location Map  
 Zoning Map  
 Existing Land Use Map  
 Future Land Use Map  
 Flood Map  
 Traffic Report  
 Site Plan

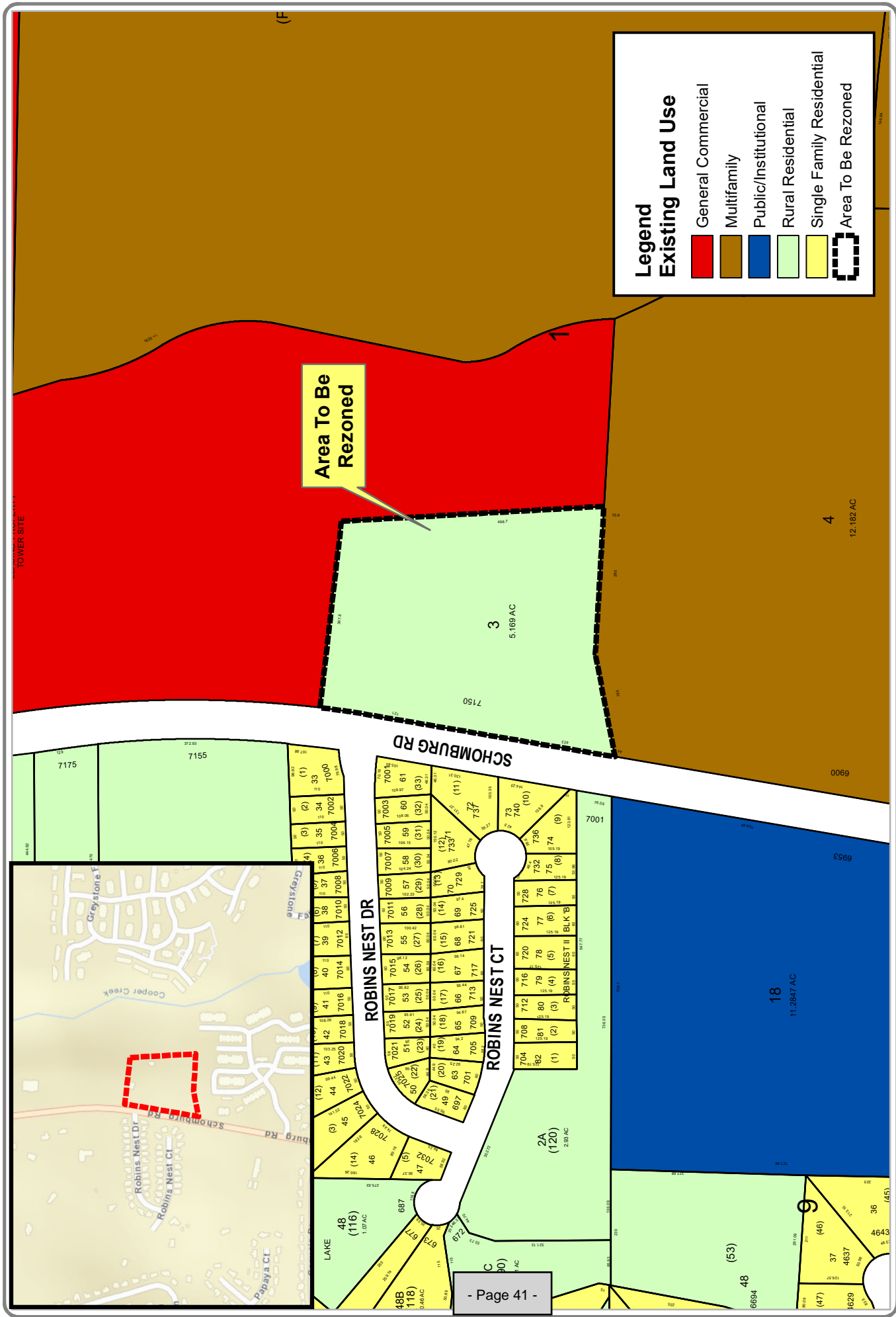












**Legend**

**Existing Land Use**

- General Commercial
- Multifamily
- Public/Institutional
- Rural Residential
- Single Family Residential
- Area To Be Rezoned

Area To Be Rezoned



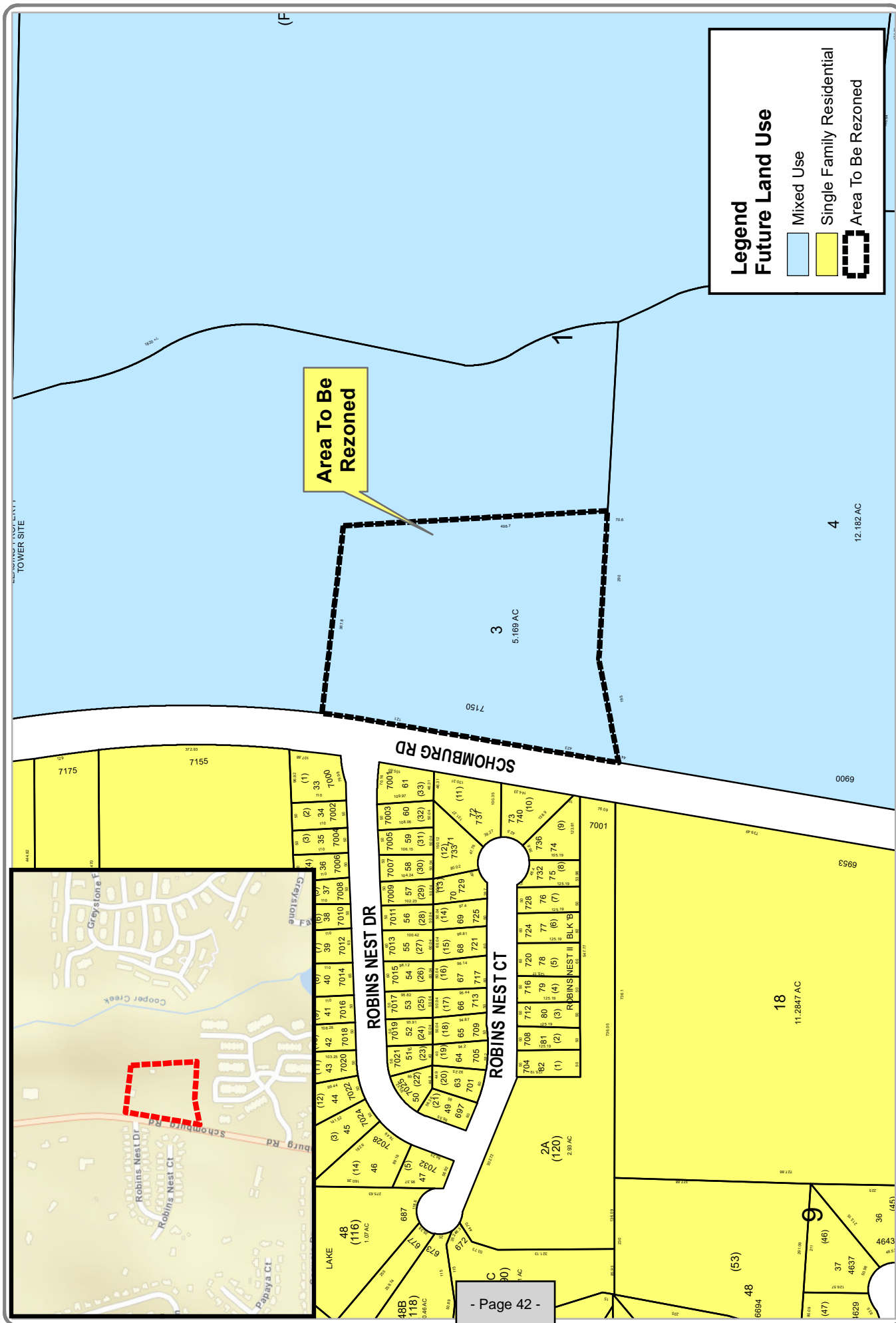
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1 inch = 250 feet  
Data Source: IT/GIS  
Author: David Cooper

Existing Land Use Map for REZN 05-23-0895  
Map 101 Block 001 Lots 003 & 003H  
Planning Department-Planning Division  
Prepared By Planning GIS Tech

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The data contained is subject to constant change.  
Map information is believed to be correct but is not guaranteed.



Date: 5/19/2023







REZONING TRAFFIC ANALYSIS FORM

ZONING CASE NO. REZN 05-23-0895  
PROJECT 7150 Schomburg Road  
CLIENT  
REZONING REQUEST RE1 to GC & RMF2

LAND USE  
Trip Generation Land Use Code\* 210, 220, 630, 814, & 932  
Existing Land Use Residential Estate 1 - (RE1)  
Proposed Land Use General Commercial - (GC) & Residential Multi-Family 2 - (RMF2)  
Existing Trip Rate Unit RE1 - One Acre Lots  
Proposed Trip Rate Unit GC - Square footage of buildings & RMF2 - Number of units

TRIP END CALCULATION\*

Land Use	ITE Code	Zone Code	Quantity	Trip Rate	Total Trips
<b>Daily (Existing Zoning)</b>					
Single Family Detached Housing	210	RE1	5.17 Acres	9.43	49
Total					49
<b>Daily (Proposed Zoning)</b>					
Multi-family Housing (Low Rise)	220	RMF2	24 Units	6.74	162
Clinic	630	GC	6,600 Sq. Ft.		51
Variety Store	814	GC	8,200 Sq. Ft.		163
High-Turnover (Sit-Down) Restaurant	932	GC	3500 Sq. Ft.		234
Total					610

There are no traffic counts located on the two lane section of Schomburg. The only count station is located on the 4-lane segment at the bridge over J.R. Allen

Peak Hour Trips Rate Used for AM & PM (Weekday)  
Peak Hour Trips Rate for AM & PM (Weekday & Weekends)  
Peak Hour Trips Rate for AM & PM (Weekday & Weekends)

Note: \* Denotes calculation are based on Trip Generation, 8th Edition by Institute of Transportation Engineers

TRAFFIC PROJECTIONS

EXISTING ZONING (RE1)

Name of Street	7150 Schomburg Road
Street Classification	Collector
No. of Lanes	2
City Traffic Count (2021)	
Existing Level of Service (LOS)**	
Additional Traffic due to Existing Zoning	49
Total Projected Traffic (2021)	
Projected Level of Service (LOS)**	

PROPOSED ZONING (GC & RMF2)

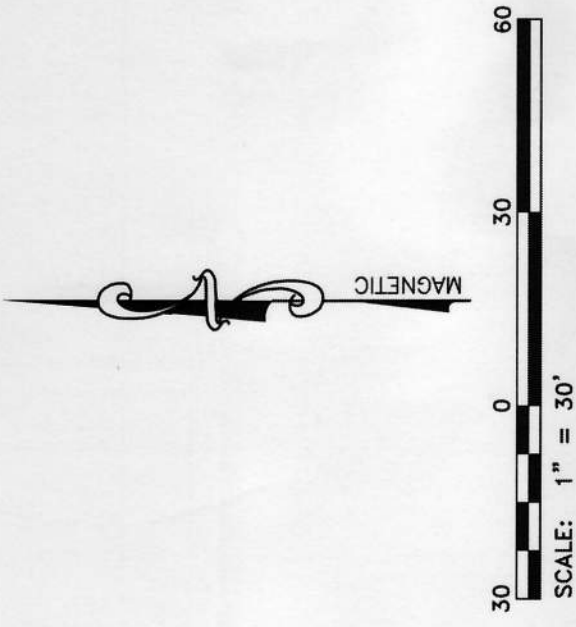
Name of Street	7150 Schomburg Road
Street Classification	Collector
No. of Lanes	2
City Traffic Count (2021)	
Existing Level of Service (LOS)**	
Additional Traffic due to Proposed	610
Total Projected Traffic (2021)	
Projected Level of Service (LOS)**	

Note: \*\* Denotes Level of Service Based on National Standards for Different Facility Type (TABLE1- General Highway Capacities by Facility Type)





7150 SCHOMBERG ROAD	
OWNER / AGENT:	H.B. SPRINGS CO. REAL ESTATE 2511 N. OAK STREET MYRTLE BEACH, SC. 29577
PROJECT ADDRESS:	7150 SCHOMBERG RD. COLUMBUS, GA 31909
SIZE OF PARCEL:	5.0 ACRES
TAX MAP INFORMATION:	101 001 003
EXISTING ZONING:	RE1
PROPOSED ZONING:	PARCEL "A" (±2.5 ACRES) PROPOSED ZONING: GC PARCEL "B" (±2.5 ACRES) PROPOSED ZONING: RO



WATER SERVICE AND SANITARY  
SEWER CONNECTIONS SHALL BE MADE  
TO COLUMBUS WATER WORKS AND  
PUBLIC SYSTEMS.

THE SKETCH SHOWN IS CONCEPTUAL IN NATURE  
AND IS SIMPLY BASED ON THE LIMITED  
INFORMATION PROVIDED. CERTAIN LAND  
CHARACTERISTICS SUCH AS ROCK, TOPOGRAPHY,  
WETLANDS, STATE WATERS, AVAILABLE UTILITIES,  
AND NATURAL DRAINAGE PATTERNS WILL  
CERTAINLY IMPACT THE FINAL DESIGN.

7150 SCHOMBERG ROAD  
FOR  
REZONING CONCEPT  
LYING IN LAND LOT 2 OF THE 9TH DISTRICT  
MUSCOGEE COUNTY, GEORGIA

PRELIMINARY  
FOR REVIEW ONLY

MMA# 2023029  
DATE: 5/5/23  
SCALE: 1" = 30'

SHEET No.

C

REVISIONS:

APARTMENTS AT SUGAR MILL, LLP  
ZONED: RMF2



**File Attachments for Item:**

**3. 1st Reading-** An Ordinance creating a new Article XXII of Chapter 2 of the Columbus Code to create a Liberty Theatre & Cultural Arts Center Advisory Board; and for other purposes.  
(Councilor Huff)

## AN ORDINANCE

NO.

An Ordinance creating a new Article XXII of Chapter 2 of the Columbus Code to create a Liberty Theatre & Cultural Arts Center Advisory Board; and for other purposes.

## SECTION 1.

Chapter 2 of the Columbus Code is hereby amended to add a new Article XXII creating an Advisory Board for the Liberty Theatre & Cultural Arts Center which shall read as follows:

***“ARTICLE XXII. Liberty Theatre & Cultural Arts Center Advisory Board***

**Sec. 2-295. Board created.**

The Liberty Theatre & Cultural Arts Center Advisory Board is hereby created to provide advice and programming support for the operation of the Liberty Theatre & Cultural Arts Center which is a property of the consolidated government managed by the Civic Center Director and staff. The Liberty Theatre & Cultural Affairs Center’s primary purpose is to promote, preserve, enhance, and celebrate African American heritage, artistic expression & culture with a blend of live entertainment and artistic programming to include acting, directing, educating, playwriting, community programming, and creative partnerships.

**Sec. 2-296. Operation generally.**

The board shall consist of nine (9) members. Members will be appointed by the Council with two of the nine members being nominated at the recommendation of the Director of the Civic Center. Terms of office shall be four years. The Deputy City Manager for Operations shall be a non-voting member serving in an ex-officio capacity.

**Sec. 2-297. Board to serve in advisory capacity to Director of Civic Center.**

The Liberty Theatre & Cultural Arts Center Board shall serve in an advisory capacity to the director of the Columbus Civic Center for the consideration of policies pertaining to the Liberty Theatre & Cultural Arts Center and make recommendations for its operation and the advancement of the programs and facilities of the Liberty Theatre & Cultural Arts Center.

**Sec. 2-298. Board duties.**

- (a) The board shall perform duties including, but not limited to:
- (1) The board shall meet at least bimonthly (six times per year) with the Director of the Civic Center and shall elect a chairperson to preside at its meetings;
  - (2) The board shall prepare minutes of its meetings with assistance from Civic Center personnel and shall transmit a copy of the same to the mayor, council, city manager and clerk of council;

- (3) The board shall provide written recommendations to the mayor, council, city manager and clerk of council when deemed necessary by the board concerning the operations and programs of the Liberty Theatre & Cultural Arts Center;
  - (4) The board shall review financial statements of the Liberty Theatre & Cultural Arts Center with a representative from the finance department at least on an annual basis;
  - (5) The board shall inspect and conduct site visits to the facilities of the Liberty Theatre & Cultural Arts Center at least quarterly;
  - (6) The board shall review the policies and procedures which pertain to the operations of the Liberty Theatre & Cultural Arts Center at least once a year and make any recommendations for amendments as deemed necessary by the board;
  - (7) Perform any other activities or duties as requested by the Columbus Council.
- (b) The seat of any member of the Liberty Theatre & Cultural Arts Center Advisory Board shall be declared vacant if such member misses three consecutive meetings. Any board vacancies shall be filled as provided in section 2-296 of this Code. Notwithstanding any other provision of this Code, any member of the Liberty Theatre & Cultural Arts Center Advisory Board appointed prior to September 1, 2023, who is already sworn in and serving on another Board appointed by Council may accept the position without resigning from the other Board."

## SECTION 2.

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the 11th day of July, 2023; introduced a second time at a regular meeting of said Council held on the \_\_\_\_ day of July, 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_ members of said Council.

Councilor Allen	voting _____
Councilor Barnes	voting _____
Councilor Begly	voting _____
Councilor Cogle	voting _____
Councilor Crabb	voting _____
Councilor Davis	voting _____
Councilor Garrett	voting _____
Councilor Huff	voting _____
Councilor Thomas	voting _____
Councilor Tucker	voting _____

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**Sandra T Davis**  
Clerk of Council

---

**B. H. "Skip" Henderson, III**  
Mayor

**File Attachments for Item:**

4. A resolution approving a Special Exception to allow for a private school in existing buildings located at **4361 Weems Road** located in a Single Family Residential 2 (SFR2) zoning district. (Planning Department and PAC recommend conditional approval.) (Mayor Pro-Tem)

## AN RESOLUTION

NO. \_\_\_\_\_

A resolution approving a Special Exception to allow for a private school in existing buildings located at **4361 Weems Road** located in a Single Family Residential 2 (SFR2) zoning district.

**WHEREAS**, Amy D. Gill has appropriately applied for a Special Exception, to allow a private school in a Single Family Residential 2 (SFR2) zone to be granted a special exception; and

**WHEREAS**, a school is permitted solely as a Special Exception Use under the current Single Family Residential 2 (SFR2) zoning district; and,

**WHEREAS**, the Planning Department and the Planning Advisory Commission have reviewed the request and recommend granting the Special Exception Use subject to the condition that Applicant shall maintain a 50' undisturbed natural buffer along the east property line and install an opaque, privacy fence between the school and buffer.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That all the criteria listed under Section 3.2.56 of the Unified Development Ordinance have been properly met and a Special Exception Use to operate a private school is approved for the property located at 4361 Weems Road subject to the buffer and fencing conditions set forth above.

\_\_\_\_\_

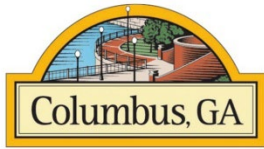
Introduced at a regular meeting of the Council of Columbus, Georgia, held the 11th day of July 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen	voting	_____.
Councilor Barnes	voting	_____.
Councilor Begly	voting	_____.
Councilor Cogle	voting	_____.
Councilor Crabb	voting	_____.
Councilor Davis	voting	_____.
Councilor Garrett	voting	_____.
Councilor Huff	voting	_____.
Councilor Thomas	voting	_____.
Councilor Tucker	voting	_____.

\_\_\_\_\_  
Sandra T. Davis,  
Clerk of Council

\_\_\_\_\_  
B.H. "Skip" Henderson,  
Mayor





CONSOLIDATED GOVERNMENT  
*What progress has preserved.*  
 PLANNING DEPARTMENT

June 27, 2023

Honorable Mayor and Councilors  
 City Manager  
 City Attorney  
 Clerk of Council

**Subject: (EXCP-05-23-0881) Special Exception Use request to allow for a School located at 4361 Weems Road.**

### **School**

Amy D. Gill has submitted an application for the Special Exception Use cited above. The property is located in a SFR2 (Single Family Residential 2) zoning district. The site for the proposed school is located at 4361 Weems Road. The purpose of the Special Exception Use is to allow for the operation of a school located within the SFR2 (Single Family Residential 2) zoning district:

**(1) Access: Is or will the type of street providing access to the use be adequate to serve the proposed special exception use?**

Weems Road is an undivided collector. The Average Annual Daily Trips (AADT) will remain at 124 trips if used for school purposes. The Level of Service (LOS) will remain at B.

**(2) Traffic and Pedestrian Safety: Is or will access into and out of the property be adequate to provide for traffic and pedestrian safety, the anticipated volume of the traffic flow, and access by emergency vehicles?**

Access into and out of the property in question will need to be improved based on Engineering Department's concern with traffic along the shoulder and potential sight distance issues. The street and turn lanes may need to be improved.

**(3) Adequacy of Public Facilities: Are or will public facilities such as school, water, or sewer utilities and police and fire protection be adequate to serve the special exception use?**

Services such as water, utilities, police, and fire protection are adequate.

**(4) Protection from Adverse Affects: Are or will refuse, service, parking and loading areas on the property be located or screened to protect other properties in the area from such adverse effects as noise, light, glare or odor?**

The property is surrounded by SFR2 (Single Family Residential 2). Noise, light, glare and odor should be limited due to the nature of the business.

**(5) Hours of Operation: Will the hours of operation of the special exception use have no adverse effects on other properties in the area?**



There will be no change in Average Annual Daily Trips.

**(6) Compatibility:** Will the height, size, or location of the buildings or other structures on the property be compatible with the height, size, character, or location of buildings or other structures on neighboring properties?

The school will operate out of the existing buildings.

**Council District:** District 6 (Allen)

**Fourtyeight (48)** property owners within 300 feet of the property have been notified by mail of the proposed Special Exception Use. The Planning Department received three calls and/or emails regarding the rezoning.

**Approval:** 0 Responses

**Opposition:** 3 Responses

The Planning Advisory Commission recommended *conditional approval, Applicant shall maintain a 50' undisturbed natural buffer along the east property line and an opaque, privacy fence shall be installed between the school and buffer*, and the Planning Department recommended *conditional approval, Applicant shall maintain a 50' undisturbed natural buffer along the east property line and an opaque, privacy fence shall be installed between the school and buffer*.

**Additional Information:** Enrollment is expected to be approximately 50 students in grades K to 12.

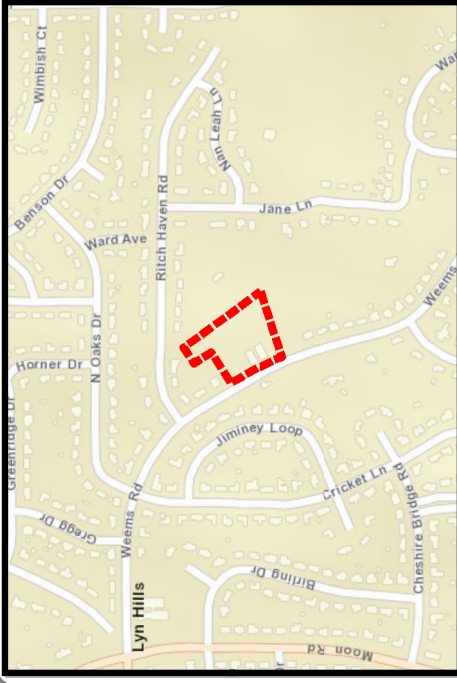
Respectfully,

Will Johnson  
Director, Planning Department

**Attachments:**

Aerial Land Use Map  
Location Map  
Zoning Map  
Existing Land Use Map  
Future Land Use Map  
Traffic Report  
Flood Map  
Conceptual Traffic Site Plan





This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.

Date: 5/16/2023

Item #4.

**Columbus Planning**

0 75 150 Feet

1 inch = 150 feet

Data Source: IT/GIS

Author: David Cooper

Aerial Map for EXCP 05-23-0881

Map 082 Block 018 Lot 028

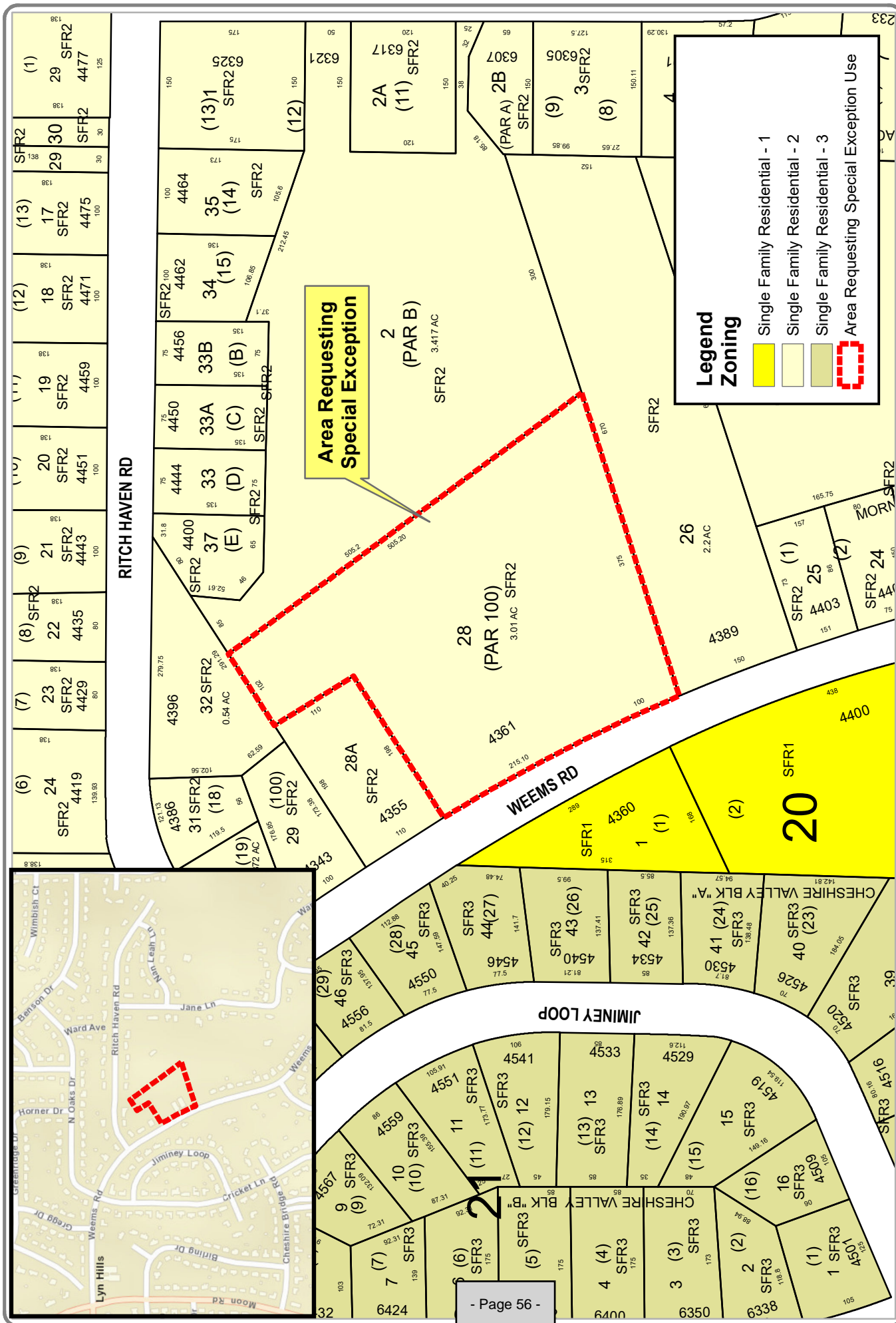
Planning Department-Planning Division

Prepared By Planning GIS Tech

Author: David Cooper







Item #4.



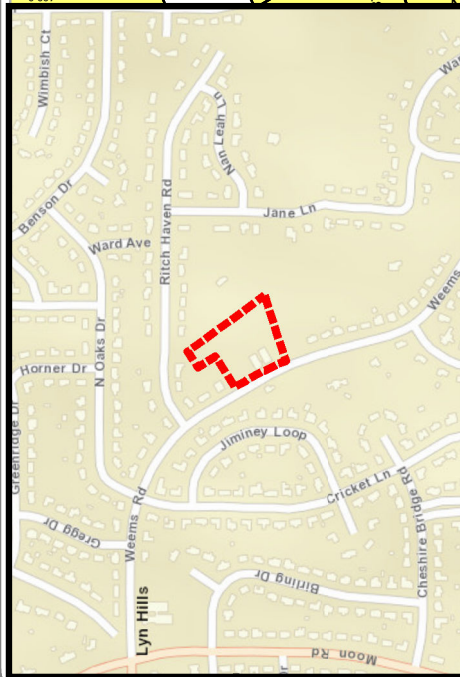
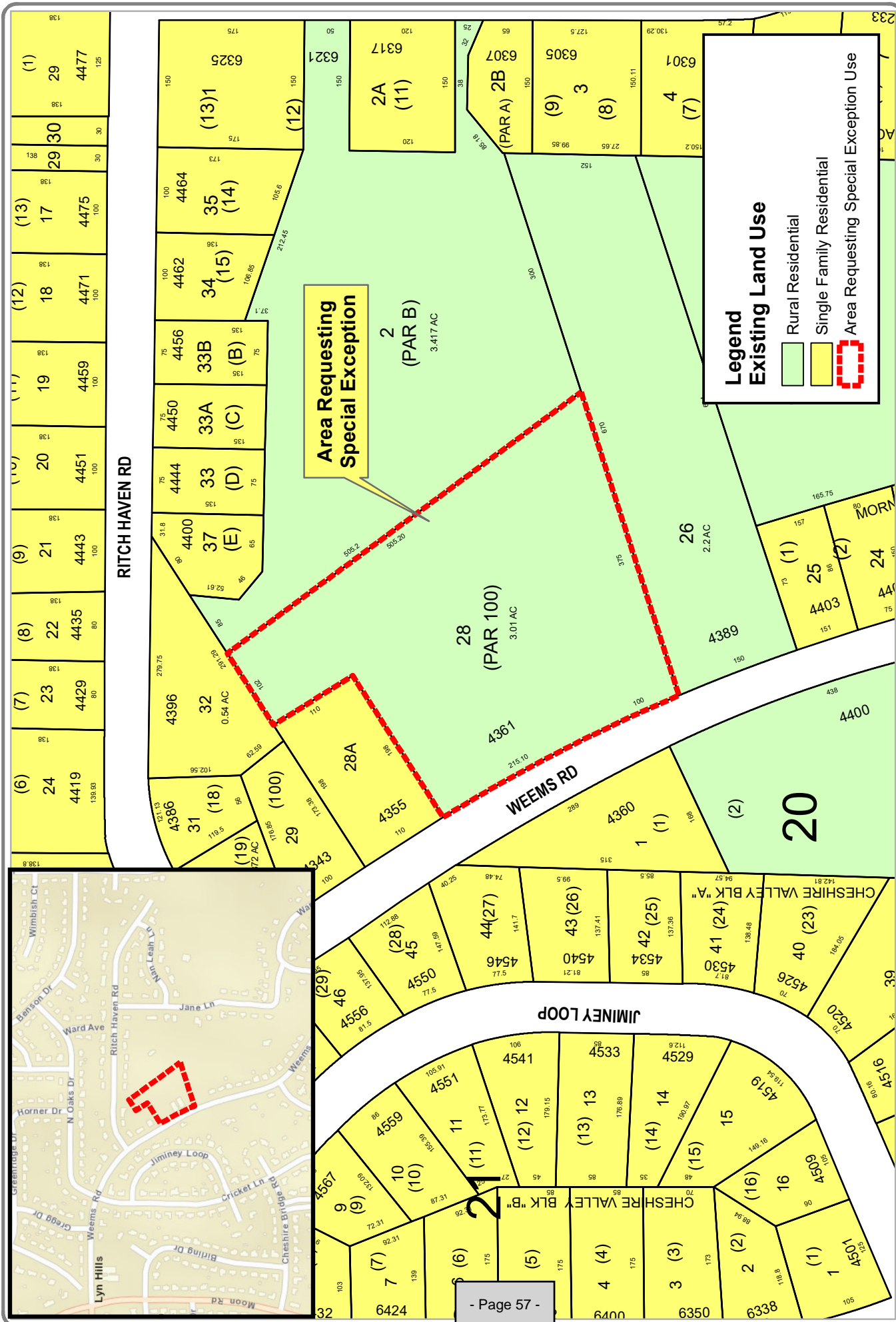
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1 inch = 150 feet  
Data Source: IT/GIS  
Author: David Cooper

Zoning Map for EXCP 05-23-0881  
Map 082 Block 018 Lot 028  
Planning Department-Planning Division  
Prepared By Planning GIS Tech

This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.



Date: 5/16/2023



This material is made available as a public service. Maps and data are to be used for reference purposes only. The data contained is subject to constant change. Map information is believed to be correct but is not guaranteed.

Date: 5/16/2023

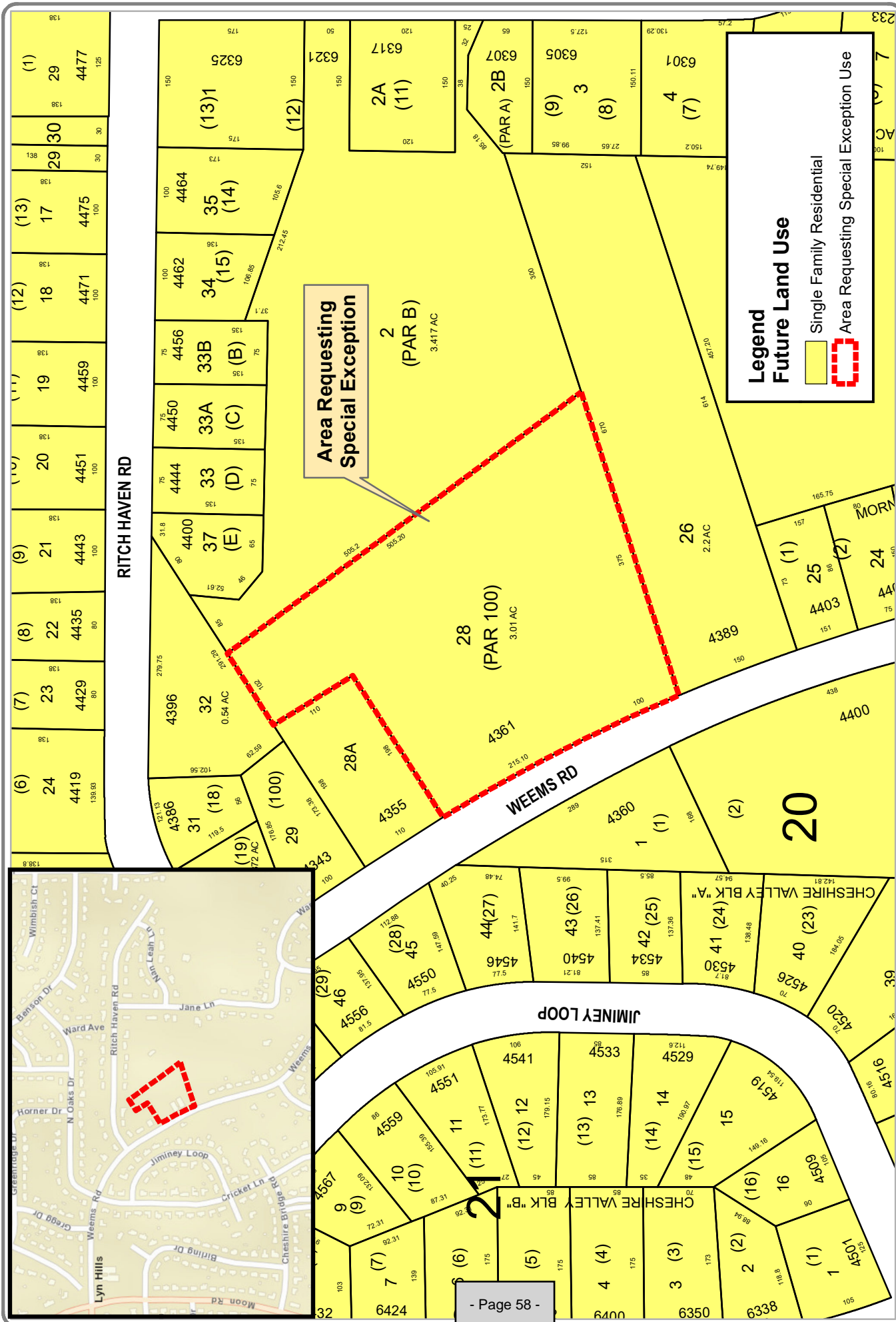
Existing Land Use Map for EXCP 05-23-0881  
Map 082 Block 018 Lot 028  
Planning Department-Planning Division  
Prepared By Planning GIS Tech

0 75 150 Feet  
1 inch = 150 feet  
Data Source: IT/GIS  
Author: DavidCooper



Item #4.





Item #4.



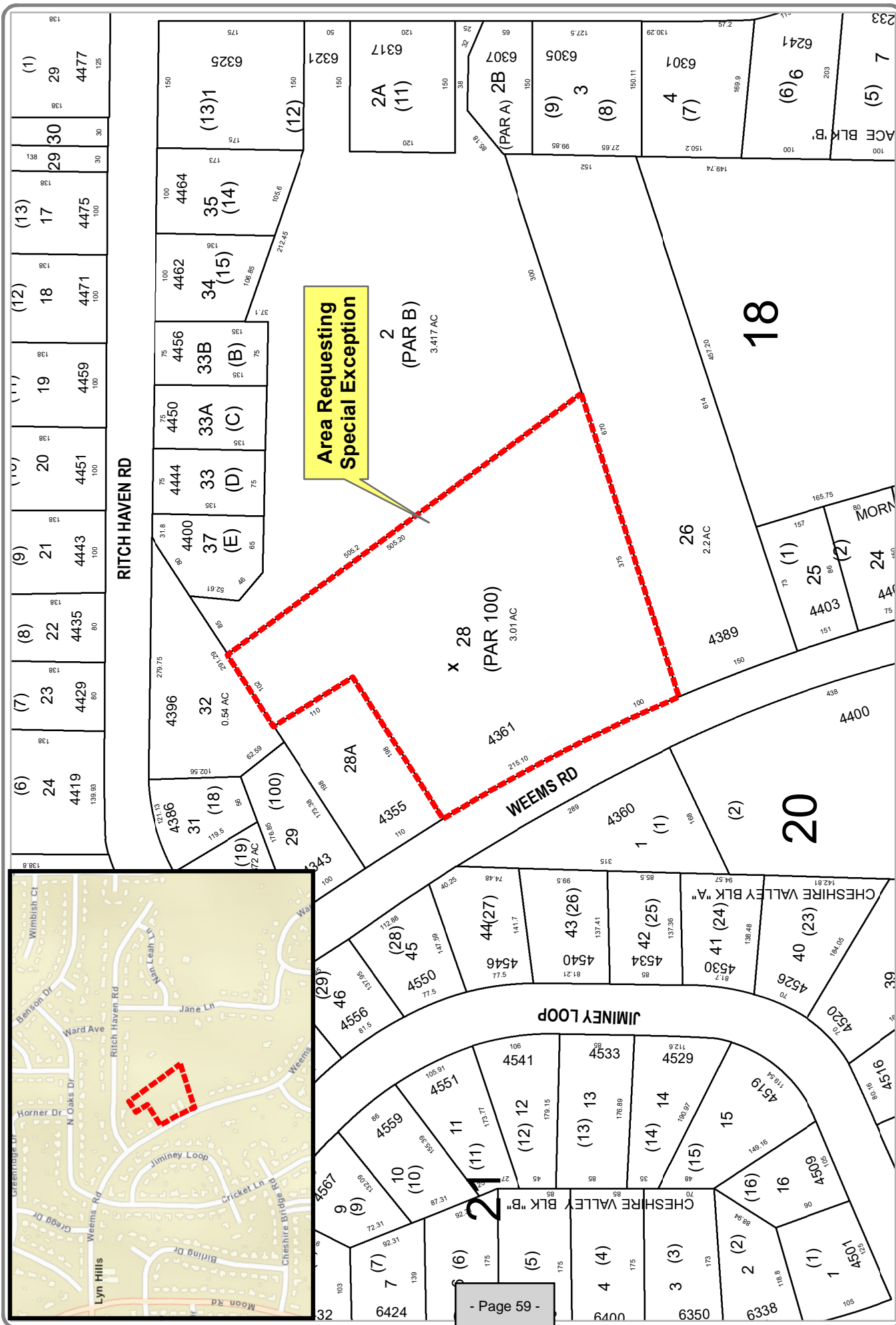
0 75 150 Feet  
1 inch = 150 feet  
Data Source: IT/GIS  
Author: DavidCooper

Future Land Use Map for EXCP 05-23-0881  
Map 082 Block 018 Lot 028  
Planning Department-Planning Division  
Prepared By Planning GIS Tech

This material is made available as a public service.  
Maps and data are to be used for reference purposes only.  
The data contained is subject to constant change.  
Map information is believed to be correct but is not guaranteed.



Date: 5/16/2023





REZONING TRAFFIC ANALYSIS FORM

ZONING CASE NO. EXCP 05-23-0881  
PROJECT 4361 Weems Road  
CLIENT  
REZONING REQUEST SFR2 to SFR2 (Special Exception Use)

LAND USE  
Trip Generation Land Use Code\* 210 & 530  
Existing Land Use Single Family Residential 2 (SFR2)  
Proposed Land Use Single Family Residential 2 (SFR2) - Special Exception Use  
Existing Trip Rate Unit SFR2 - Acreage converted to square footage.  
Proposed Trip Rate Unit SFR2 (Special Exception Use) - Number of students

TRIP END CALCULATION\*

Land Use	ITE Code	Zone Code	Quantity	Trip Rate	Total Trips
Daily (Existing Zoning)					
Single Family Detached Housing	210	SFR2	3.01 Acres	9.43	124
				Total	124
Daily (Proposed Zoning)					
Private School (K-12)	530	SFR2	50 Students	2.48	124
				Total	124

Note: \* Denotes calculation are based on Trip Generation, 8th Edition by Institute of Transportation Engineers

TRAFFIC PROJECTIONS

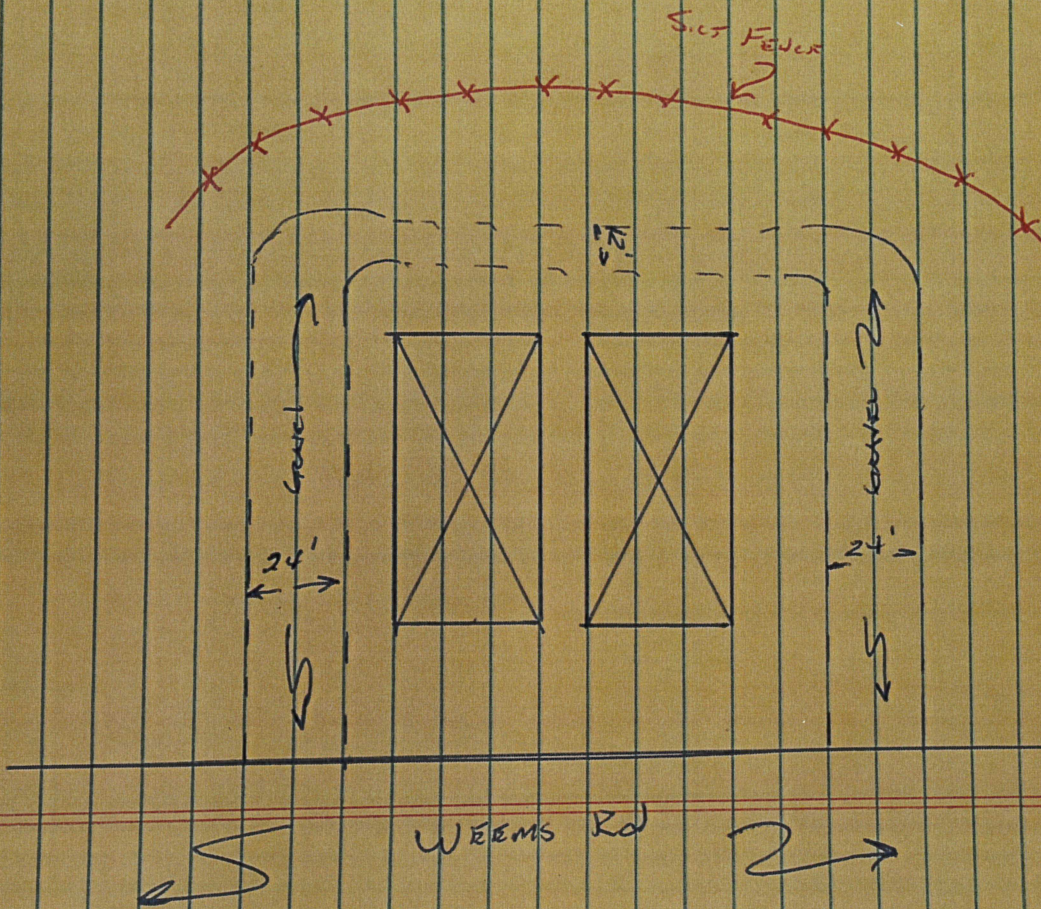
EXISTING ZONING (SFR2)

Name of Street	Weems Road
Street Classification	Undivided Collector
No. of Lanes	2
City Traffic Count (2021)	3,360
Existing Level of Service (LOS)**	B
Additional Traffic due to Existing Zoning	124
Total Projected Traffic (2021)	3,484
Projected Level of Service (LOS)**	B

PROPOSED ZONING (SFR2)

Name of Street	Weems Road
Street Classification	Undivided Collector
No. of Lanes	2
City Traffic Count (2021)	3,360
Existing Level of Service (LOS)**	B
Additional Traffic due to Proposed	124
Total Projected Traffic (2021)	3,484
Projected Level of Service (LOS)**	B

Note: \*\* Denotes Level of Service Based on National Standards for Different Facility Type (TABLE1- General Highway Capacities by Facility Type)



**File Attachments for Item:**

5. A resolution commending John Rivers for his architectural contributions to the City of Columbus. (Councilor Barnes)

**A RESOLUTION**  
**NO. \_\_\_\_\_**

**A RESOLUTION COMMENDING JOHN RIVERS FOR HIS ARCHITECTURAL CONTRIBUTIONS TO THE CITY OF COLUMBUS.**

**WHEREAS,** John Rivers was born to Lula Frances Snyder and John R. Rivers on August 24 1942 in McClellanville, S.C.; and

**WHEREAS,** he was a member of the 1955 Cannon Street All Stars Baseball Team that was denied the opportunity to play in the Little League World Series because of segregation; and

**WHEREAS,** he graduated in 1965 from Hampton Institute with a degree in art, he went on to Columbia University graduate school of architecture from 1968 to 1969, and became a licensed architect in 1990; a profession that even today out of the over 100,000 architects nationally, only approximately 2,500 are African American; and

**WHEREAS,** in March of 1998 he was hired by Hecht Burdeshaw Johnson Kidd and Clark to be the onsite architect to supervise the construction of the Rivercenter for the Performing Arts and was eventually given a permanent position; and

**WHEREAS,** in 2004 Mr. Rivers established his own firm, John Rivers Associates Inc., (JIRA), for five years the only African American architect in Columbus and;

**WHEREAS,** significant projects completed by Mr. Rivers include: The River Center for the Performing Arts, St. James AME Church Renovation, Friendship Baptist Church Renovation, the Coffee Beanery, Liberty Theater Distinctive Sidewalk Paving, Allen Temple design drawing, and the design services for Enrichment Services; and

**WHEREAS,** he was the President of the West Georgia Chapter of the American Institute of Architects, AIA, was a Leadership Columbus Graduate, received the MLK Breakfast Award of Appreciation from Alpha Psi Alpha Fraternity, a Ten Years in Business Award from Congressman Sanford Bishop and served as a board member of the Columbus Technical College Foundation; and

**WHEREAS,** in 2014 Mr. Rivers retired, and he and his wife of 60 years Mrs. Robenia Sumpter Rivers live in South America and have two children daughter Sophia Gail Rivers and son M. Von Nkosi and four grandchildren.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA HEREBY RESOLVES:**

This Council wishes to commend Mr. John Rivers for opening avenues in the field of architecture for the minority community and celebrate his architectural fingerprint on the city of Columbus Georgia made through his numerous significant design projects.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_ day of \_\_\_\_\_, 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen voting	_____
Councilor Barnes voting	_____
Councilor Begly voting	_____
Councilor Cogle voting	_____
Councilor Crabb voting	_____
Councilor Davis voting	_____
Councilor Garrett voting	_____
Councilor Huff voting	_____
Councilor Thomas voting	_____
Councilor Tucker voting	_____

\_\_\_\_\_  
SANDRA T. DAVIS,  
CLERK OF COUNCIL

\_\_\_\_\_  
B.H. "SKIP" HENDERSON,  
MAYOR

**File Attachments for Item:**

6. A resolution providing for the reimbursement of certain expenses incurred in providing qualified professional service to indigent citizens of Muscogee County and Inmates. (Mayor Pro-Tem)



**RESOLUTION  
NO.**

**WHEREAS**, the previous 30-year Contract with the Medical Center Hospital Authority will expire on June 30, 2022; and

**WHEREAS**, the Columbus Consolidated Government FY23 Recommended Budget includes a levy of 2.5 mills for Indigent Health Care and Inmate Health Care purposes; and

**WHEREAS**, in May of 2022, this Council adopted Resolution No. 135-22 in which it requested the staff to issue an RFP to obtain a wide range of professional medical services to qualified indigent residents of Muscogee County who are not covered by commercial insurance or any other government health plan; and

**WHEREAS**, In order to ensure that there is no time period when health care services were not available to qualifying individuals in Muscogee County, Resolution No. 135-22 provided that all entities which were successful bidders in the RFP would have an opportunity to seek reimbursement for some of their costs for services provided beginning July 1, 2022, in accordance with the provisions of any contract they were awarded under the RFP; and

**WHEREAS**, RFP No.23-0009 was issued and four bids were received in accordance with the procurement process; and

**WHEREAS**, at its meeting on June 27, 2023, Council rejected any and all bids received in response to RFP No. 23-0009; and

**WEHREAS**, even though this Council did not award an indigent care contract for professional medical services to any of the bidders, it wishes to fairly compensate those who were recommended as qualified bidders in the RFP process and incurred expenses treating qualifying indigent patients during the fiscal year ending June 30, 2023.

**THEREFORE, THE COLUMBUS COUNCIL NOW HEREBY RESOLVES AS  
FOLLOWS:**

1. The Medical Center, Inc. dba Piedmont Columbus Regional Midtown (Columbus, GA) and Mercy Med of Columbus, Inc. (Columbus, GA) both of which were qualified as recommended bidders in RFP No. 23-0009 will have an opportunity to seek reimbursement for some of their costs for services provided between July 1, 2022 and June 30, 2023, in accordance with the requirements for reimbursement set forth under the RFP and submitted in their responsive bids. Such applications for reimbursement shall be made to the City's Finance Director by September 1, 2023.
2. To the extent that this resolution is inconsistent with paragraph 3 of Resolution No. 135-22 it is hereby revoked and rescinded.

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Introduced at a regular meeting of the Council of Columbus, Georgia held on the 11th day of July, 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Begly voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.

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Sandra T. Davis  
Clerk of Council

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B. H. "Skip" Henderson, III  
Mayor

**File Attachments for Item:**

7. A resolution of the Council of Columbus, Georgia, redeclaring its official intent set forth in Resolution No. 131-23; authorizing Davenport & Company, LLC to pursue different methods of sales for the proposed Hospital Authority of Columbus, Georgia Refunding Revenue Anticipation Certificates, Series 2023; and for other purposes. (Request of the Hospital Authority of Columbus)

**RESOLUTION**  
**NO. \_\_\_\_\_**

A RESOLUTION OF THE COUNCIL OF COLUMBUS, GEORGIA (THE “**COUNCIL**”), REDECLARING ITS OFFICIAL INTENT SET FORTH IN RESOLUTION NO. 131-23; AUTHORIZING DAVENPORT & COMPANY, LLC TO PURSUE DIFFERENT METHODS OF SALES FOR THE PROPOSED HOSPITAL AUTHORITY OF COLUMBUS, GEORGIA REFUNDING REVENUE ANTICIPATION CERTIFICATES, SERIES 2023; AND FOR OTHER PURPOSES.

**WHEREAS**, on April 11, 2023, the Council approved and adopted Resolution No. 131-23, which, among other purposes, declared the Council’s intent to enter into a Second Amendment to Intergovernmental Contract with the Hospital Authority of Columbus, Georgia (the “**Authority**”), to provide security for the payment of the Authority’s proposed Refunding Revenue Anticipation Certificates, Series 2023 (the “**Series 2023 Certificates**”), the proceeds from which shall be used to refund all or a portion of the Authority’s outstanding Revenue Anticipation Certificates, Series 2013; and

**WHEREAS**, on May 23, 2023, the Authority received bids for the sale of the Series 2023 Certificates through a competitive sale, but such bids were rejected by the Authority at the advice of Davenport & Company LLC, as financial advisor (“**Financial Advisor**”) to the Authority and Columbus, because the debt service savings were insufficient due to then current market conditions; and

**WHEREAS**, the Financial Advisor has requested permission to pursue the sale of the Series 2023 Certificates through either a competitive sale method or a negotiated sale method; and

**WHEREAS**, it is necessary and proper that the Council authorize the Financial Advisor to pursue different methods of sale for the Series 2023 Certificates and for the Council to authorize its proper officers and agents to take such actions as are necessary in connection with the proposed sale of the Series 2023 Certificates consistent with the intents and purposes of this resolution and Resolution No. 131-23.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of Columbus, Georgia, as follows:

1. Resolution 131-23 is hereby reaffirmed and incorporated herein by reference.
2. The Financial Advisor and the Authority are hereby authorized to determine the method of sale of the Series 2023 Certificates and to conduct the sale of the Series 2023 Certificates through either a competitive sale method or negotiated sale method.
3. In accordance with the Debt Management Policy of Columbus, approved by the Council in July of 2016 (the “Debt Management Policy”), current refunding debt issues will be considered if the present value savings exceed 3% of the principal amount of the refunding debt being issued. However, Council will consider current refunding debt issues with present value

savings less than 3% on a case-by-case basis. In this regard, Council hereby agrees to consider the Authority's issuance of the Series 2023 Certificates if the present value savings resulting from the sale are less than 3% when the sale results are presented to it for final approval.

4. The Mayor, City Manager, Finance Director, City Attorney, or other officials of Columbus are hereby authorized to take such actions as are necessary consistent with the purposes and intents of this Resolution and Resolution No. 131-23 for the Authority to proceed with the proposed issuance and delivery of the Series 2023 Certificates and to effect the undertakings for which the Series 2023 Certificates are to be issued.

5. The Second Amendment to Contract shall be presented to the Council in final form for approval prior to its execution and delivery by Columbus and the issuance of the Series 2023 Certificates by the Authority.

Introduced at a regular meeting of the Council of Columbus, Georgia, held July 11, 2023, and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen voting \_\_\_\_\_.  
 Councilor Barnes voting \_\_\_\_\_.  
 Councilor Begly voting \_\_\_\_\_.  
 Councilor Cogle voting \_\_\_\_\_.  
 Councilor Crabb voting \_\_\_\_\_.  
 Councilor Davis voting \_\_\_\_\_.  
 Councilor Garrett voting \_\_\_\_\_.  
 Councilor Huff voting \_\_\_\_\_.  
 Councilor Thomas voting \_\_\_\_\_.  
 Councilor Tucker voting \_\_\_\_\_.

\_\_\_\_\_  
 Sandra Davis  
 Clerk of Council

\_\_\_\_\_  
 B.H. 'Skip' Henderson III  
 Mayor

(SEAL)



**CERTIFICATE OF CLERK OF COUNCIL**

I, the undersigned Clerk of Council of Columbus, Georgia, keeper of the records and the seal thereof, hereby certify that the foregoing is a true and correct copy of a resolution of the Council of Columbus, Georgia, adopted July 11, 2023, a duplicate original of which resolution has been entered in the official records of Columbus, Georgia, under my supervision and *is* in my official possession, custody, and control.

I further certify that the meeting was held in conformity with the requirements of Title 50, Chapter 14 of the Official Code of Georgia Annotated.

(S E A L)

---

Clerk of Council

Douglas J. Gebhardt  
*First Vice President  
Davenport & Company LLC*  
Wilton Center  
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### **POTENTIAL REFINANCING MEMORANDUM**

To: Columbus Consolidated Government  
CC: Columbus Hospital Authority  
From: Davenport & Company LLC  
Date: July 11, 2023  
Subject: Refunding of Columbus Hospital Authority's Series 2013 Certificates

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### **Background / Overview**

Davenport & Company LLC ("Davenport"), in our capacity as Financial Advisor to the Columbus Consolidated Government ("Columbus" or "Consolidated Government") and the Columbus Hospital Authority (the "Authority"), identified the Authority's Series 2013 Certificates as a potential refinancing opportunity. On April 11, 2023, City Council approved an Intent Resolution authorizing the Authority to pursue the financing and execute necessary documents with caveat that the final pricing results ultimately needed to go back in front of Council for approval. Within the Intent Resolution, it recited the Consolidated Government's debt policy which requires refinancings to achieve 3.00% net present value savings of the principal amount being refunded.

On May 23, 2023, the Authority received bids through a Competitive Sale. However, due to a last minute increase of interest rates, the bids received were not strong enough to warrant accepting due to the fact the savings level was not producing the 3.00% net present value savings required in Columbus' debt policy. Davenport made the recommendation to reject the winning bid submitted by KeyBanc Capital Markets.

Over the course of the last few weeks, the interest rate environment has stabilized. As such, the potential refinancing opportunity has come back "in the money", albeit by a small margin. The refinancing continues remain sensitive to minor movements in the market and could be "out of the money" with a single day's movement.

Davenport is exploring potential solutions that might mitigate the risk of going out for another competitive bid and not having it produce enough savings while simultaneously allowing the Authority to execute on a refinancing opportunity, if possible.

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## **The Method of Sale**

Since Davenport has been Financial Advisor to Columbus and the Authority, when issuing bonds in the public market, the Competitive Method of Sale has been the recommendation. A Competitive Sale takes bids on Columbus'/Authority's debt offering from the municipal market on a date / time certain, with the lowest bidder winning the bond sale. It is truly a competitive process and Davenport, the Consolidated Government and Authority are unbiased as to which firm provides the lowest rate. This helps achieve the lowest possible borrowing costs in the market at that time. Under most circumstances, this has been and will continue to be, Davenport's recommendation.

However, there is another possible option when selling bonds in a public market sale. It is called a negotiated sale. This is when an underwriter is selected in advance of the pricing and Columbus/Authority truly "negotiate" pricing terms / conditions when going to market. While competitive sales are the preferred method, there are certain instances in which a negotiated sale may prove to be beneficial. The ones that apply to this potential transaction are as follows:

- 1) Deal Structure Knowledge – The Consolidated Government / Authority would receive direct input from the underwriter in advance and only pursue if savings were above 3.00%. We wouldn't enter the market unless 100% confident a deal would be reached. In a competitive sale, this is harder to know until the exact time bids are due. This would prevent having to reject bids a second time. A concern is that if we reject bids a second time this could make the third attempt that much more difficult to sell to the marketplace in any sale format.
- 2) Additional Timing Flexibility – The Negotiated Sale date is not set to a date / time certain. So if savings were producing 3.00% on any given date / time, the "trigger" could be more easily pulled.
- 3) Pricing Flexibility – Could potentially allow interest rates to be locked in further in advance of a regularly scheduled Council meeting.
- 4) Interest Market Volatility – Allows for a more regular monitoring and updates on market conditions.

## **Recommendation / Next Steps**

While traditionally competitive sales are pursued, we are requesting the flexibility to pursue a negotiated sale in the event market conditions warrant. The Intent Resolution allows decisions to be made by Columbus/Authority Staff with input from Davenport, but with this being a change from the normal process, we wanted to inform the City Council of this possibility.

Knowing that the competitive process is an important consideration for City Council, if a negotiated sale is pursued, it is Davenport's thought that we would award to the underwriter who put in the most aggressive bid for the bonds that were put out for bid back on May 23, 2023. KeyBanc Capital Markets put in the most aggressive bid on that day. This way we reward the low bid for the May 23, 2023 competitive sale. In fact, on Wednesday, June 21, 2023, KeyBanc Capital Markets contacted Davenport unsolicited and inquired about them potentially underwriting on a negotiated basis. Therefore, it is Davenport's opinion that they would be ready to act, if requested.

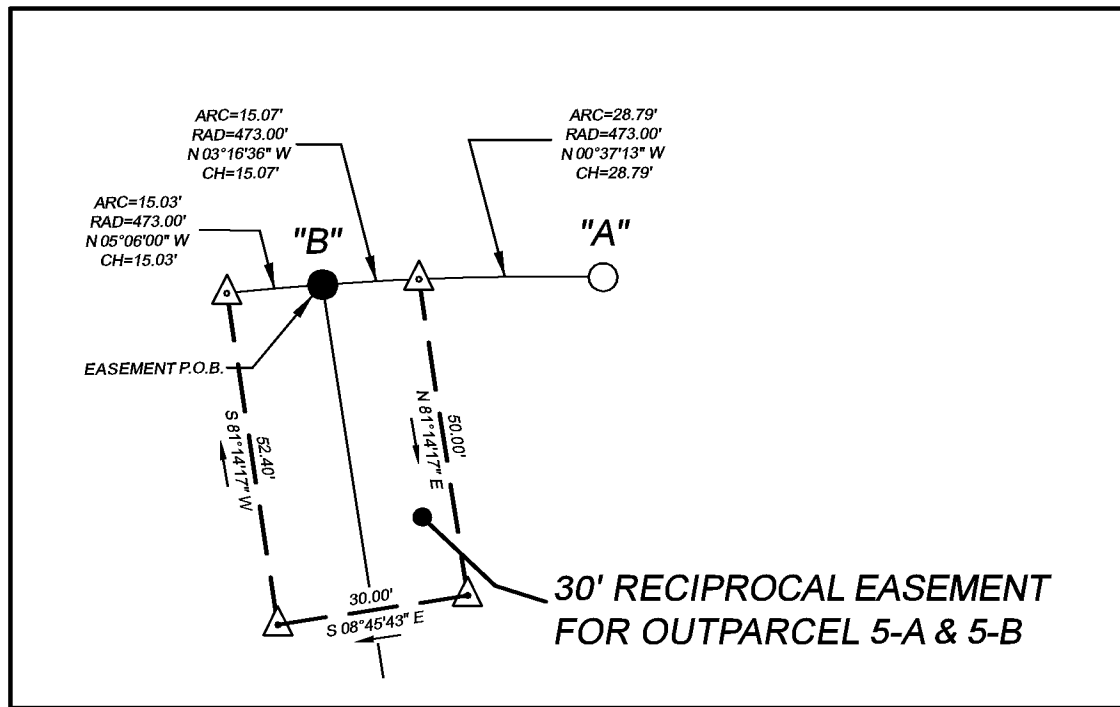
**File Attachments for Item:**

**1. Sidewalk and Maintenance Easement Acceptance That portion of a 6.5 ft. Sidewalk and Maintenance Easement located on Outparcels 5-A, 5-B and 6 along the right-of-way for Midland Commons Blvd.**

Approval is requested for the acceptance of 6.5 ft. Sidewalk and Maintenance Easement located on Parcels 5-A, 5-B and 6 along the right of way for Midland Commons Blvd.

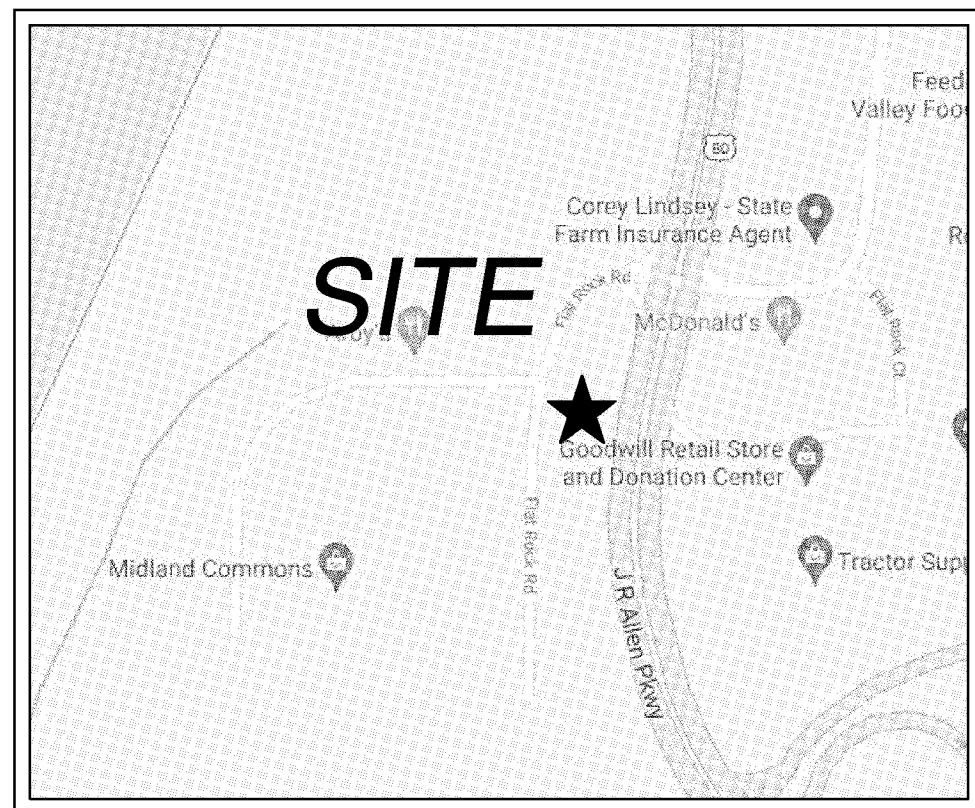
THIS BLOCK RESERVED FOR THE  
CLERK OF THE SUPERIOR COURT

### 30' RECIPROCAL EASEMENT DETAIL



### SURVEY NOTES

- I HAVE EXAMINED THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP FOR MUSCOGEE COUNTY, GEORGIA AND INCORPORATED AREAS, COMMUNITY PANEL NUMBER 1351580026F & 1351580027F, EFFECTIVE DATE SEPTEMBER 5, 2007 AND FOUND NO PORTIONS OF THE PROPERTY SHOWN HEREON TO FALL WITHIN A DESIGNATED FLOOD ZONE.
- ALL PROPERTY CORNERS REFERENCED AS "IPS" INDICATES A 1/2" REBAR W/ CAP, UNLESS OTHERWISE NOTED.
- THIS SURVEY COMPLIES WITH BOTH THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND THE OFFICIAL CODE OF GEORGIA ANNOTATED (O.C.G.A.) 15-6-67 AS AMENDED BY HB1004 (2016), IN THAT WHERE A CONFLICT EXISTS BETWEEN THOSE TWO SETS OF SPECIFICATIONS, THE REQUIREMENTS OF LAW PREVAIL.
- ALL DRAINAGE AND/OR SEWER EASEMENTS SHOWN HEREON ARE PRIVATE EASEMENTS EXCEPT THOSE CROSS HATCHED (////////) WHICH ARE PUBLIC.



VICINITY MAP

OUTPARCEL #15

OUTPARCEL #16

MIDLAND COMMONS BLVD  
66' R/W

6.50' SIDEWALK &  
MAINTENANCE  
EASEMENT

SANITARY SEWER EASEMENT

30' RECIPROCAL EASEMENT  
FOR OUTPARCEL 5-A & 5-B



OUTPARCEL 5-A  
43,560 Sq. Feet  
1.00 Acres

OUTPARCEL 5-B  
42,998.9 Sq. Feet  
0.99 Acres

OUTPARCEL 6  
43,560 Sq. Feet  
1.00 Acres

ARC = 23.59'  
RAD = 287.50'  
CHD = 23.58'  
N 86° 31' 35" W

ARC = 43.01'  
RAD = 1269.65'  
CHD = 43.00'  
S 06° 31' 58" E

ARC = 180.63'  
RAD = 1269.65'  
CHD = 180.48'  
N 01° 29' 12" E

ARC = 155.18'  
RAD = 1269.65'  
CHD = 155.08'  
S 06° 05' 25" E

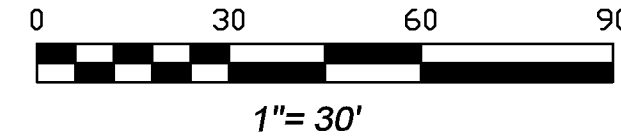
ARC = 155.19'  
RAD = 1269.65'  
CHD = 155.09'  
N 13° 05' 11" W

ARC = 41.00'  
RAD = 1269.65'  
CHD = 163.86'  
N 17° 31' 12" W

ARC = 163.97'  
RAD = 1269.65'  
CHD = 163.86'  
N 22° 08' 42" W

ARC = 187.40'  
RAD = 1269.65'  
CHD = 187.23'  
N 30° 04' 24" W

P.O.C. CMF AT R/W US 80  
AND GATEWAY ROAD



### SURVEYORS CERTIFICATE

THIS PLAT IS A RETRACEMENT OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT SUBDIVIDE OR CREATE A NEW PARCEL OR MAKE ANY CHANGES TO ANY REAL PROPERTY BOUNDARIES. THE RECORDING INFORMATION OF THE DOCUMENTS, MAPS, PLATS, OR OTHER INSTRUMENTS WHICH CREATED THE PARCEL OR PARCELS ARE STATED HEREON. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. FURTHERMORE, THE UNDERSIGNED LAND SURVEYOR CERTIFIES THAT THIS PLAT COMPLIES WITH THE MINIMUM TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN THE RULES AND REGULATIONS OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN O.C.G.A. SECTION 15-6-67.

Mark D. Strozier  
MARK D. STROZIER, GEORGIA RLS #2782  
CERTIFICATE OF AUTHORIZATION NO. LSF-001269

06/19/2023  
DATE

EASEMENT SURVEY

FILE NO.: 22-121  
DATE: 06/19/2023  
SCALE: 1"=30'

DRAWN BY: BF  
CHECKED BY: MDS



SHEET: 1 OF: 1

EASEMENT SURVEY FOR OUTPARCEL 5A, 5B & 6  
MIDLAND COMMONS  
FOR JMC FLATROCK PARTNERS, LLC

LAND LOT 82  
DISTRICT 9th  
MUSCOGEE COUNTY  
GEORGIA

STROZIER  
SERVICES, LLC

105 PARADISE ROAD - KILLIS, ALABAMA - 36907 - (706) 579-1685



**Columbus Consolidated Government  
Council Meeting Agenda Item**

Item #1.

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	<b>Sidewalk and Maintenance Easement Acceptance –That portion of a 6.5 ft. Sidewalk and Maintenance Easement located on Outparcels 5-A, 5-B and 6 along the right-of-way for Midland Commons Blvd.</b>
<b>AGENDA SUMMARY:</b>	Approval is requested for the acceptance of 6.5 ft. Sidewalk and Maintenance Easement located on Parcels 5-A, 5-B and 6 along the right of way for Midland Commons Blvd.
<b>INITIATED BY:</b>	<b>Engineering Department</b>

---

**Recommendation:** Approval is requested for the acceptance of that portion of a 6.5 ft. sidewalk and maintenance easement located on outparcels 5-A, 5-B and 6 adjacent to the right of way for Midland Commons Blvd.

**Background:** Section 7.10.1 of the Unified Development Ordinance (UDO) requires sidewalk be installed in all residential, commercial and industrial developments. Sidewalk is typically constructed on the City right of way as development occurs. An easement survey entitled “Easement Survey for Outparcels 5A,5B & 6, Midland Commons” and recorded in Plat Book 167 Page 223 includes the proposed 6.5 ft Sidewalk and Maintenance Easement for the noted parcels.

**Analysis:** Sidewalk will be added as the parcels are developed. Due to conflicts with existing infrastructure in right of way an easement was necessary in order to provide public sidewalk as required by the UDO.

**Financial Considerations:** No City funds are involved until maintenance is assumed after the two-year warranty.

**Legal Considerations:** In accordance with Section 18-3 of the Columbus Code, all dedicated right-of-way and easements must be accepted by Council.

**Recommendation/Action:** Approval is requested for the acceptance of 6.5 ft. Sidewalk and Maintenance Easement located on Parcels 5-A, 5-B and 6 along the right of way for Midland Commons Blvd.

**RESOLUTION  
NO.**

**A RESOLUTION AUTHORIZING THE ACCEPTANCE OF A 6.5 FT. SIDEWALK AND MAINTENANCE EASEMENT ON OUTPARCELS 5A, 5B AND 6 ALONG MIDLAND COMMONS BLVD RIGHT OF WAY, ON BEHALF OF COLUMBUS, GEORGIA.**

**WHEREAS**, sidewalks are required to be installed along public streets as part of development at the cost of the owner of the property; and,

**WHEREAS**, Columbus, Georgia has received a plat entitled Easement Survey for Outparcels 5A, 5B and 6 where it is proposed that the required sidewalks be constructed; and,

**WHEREAS**, the Engineering Department will inspect said sidewalks as they are installed and before recommending acceptance of the easement; and,

**WHEREAS**, the contractor who installs the sidewalks for each of the above referenced parcels will provide a bond warranting the work for a period of two (2) years beginning with the date of acceptance of that portion of the sidewalk.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF COLUMBUS, GEORGIA, AS FOLLOWS:**

1. That certain survey dated June 19, 2023, designating a 6.5 ft sidewalk and maintenance easement along three parcels along Midland Commons Blvd is hereby approved in concept. A copy of the plat has been recorded in Plat Book 167 Page 233 is hereto attached and by this reference made a part of this resolution.
2. Upon completion of all sidewalk construction on a particular parcel, the Engineering Department will inspect and recommend acceptance of that portion of the sidewalk. Upon receiving notification that the Engineering Department has approved the sidewalk as constructed and received the required two-year warranty bond, the Clerk of Council is then authorized to have an acceptance of said easement deed recorded in the Deed Records in the Office of the Clerk of Superior Court of Muscogee County.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the \_\_\_\_ day of July 2023 and adopted at said meeting by the affirmative vote of ten members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Begly voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	
Councilor Tucker voting	

\_\_\_\_\_  
Sandra T. Davis, Clerk of Council

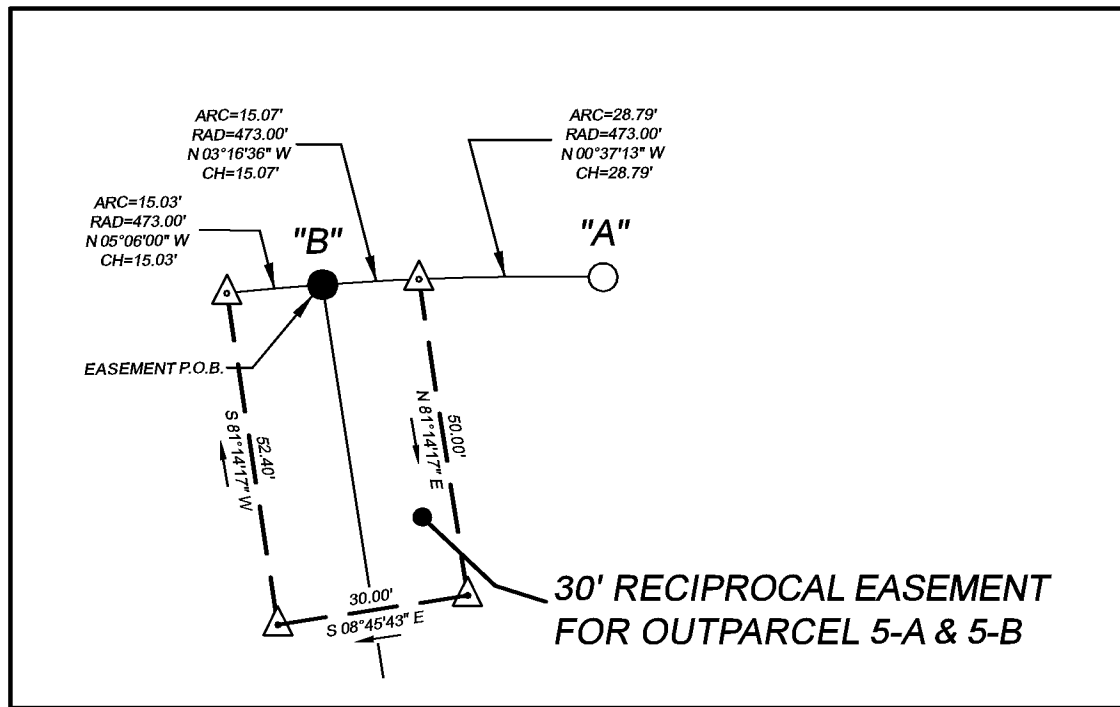
\_\_\_\_\_  
B.H. "Skip" Henderson III, Mayor

**MASS**  
ENGINEERING AND CONSULTANTS, LLC

- Page 79 -

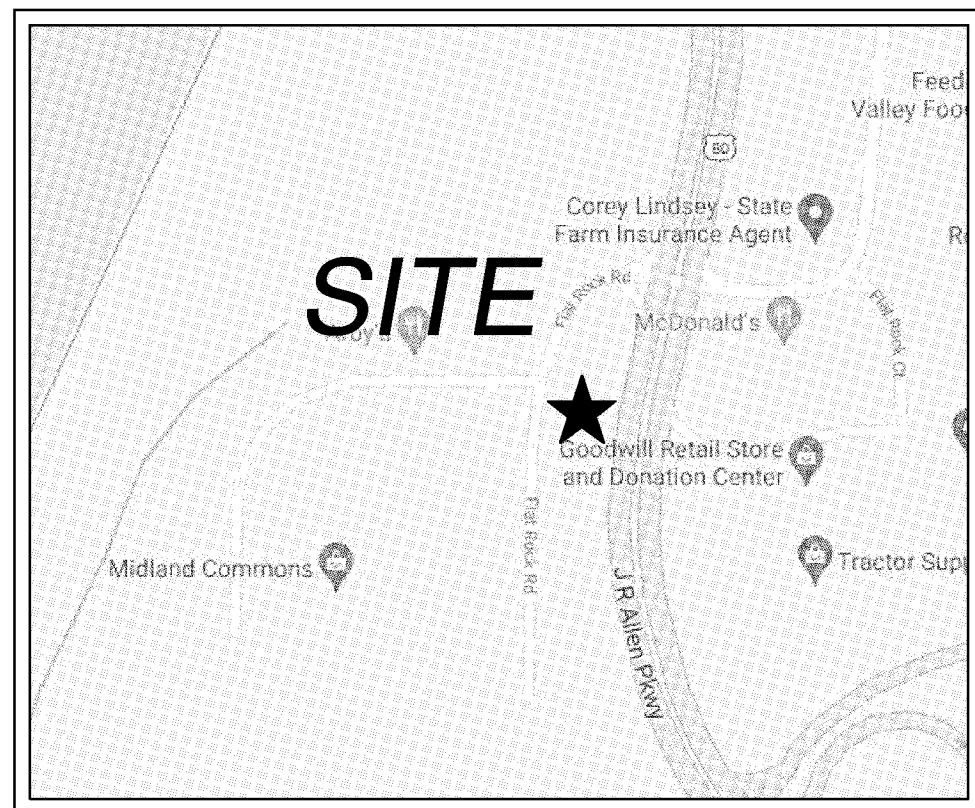
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VICINITY MAP

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OUTPARCEL #16

MIDLAND COMMONS BLVD  
66' R/W

6.50' SIDEWALK &  
MAINTENANCE  
EASEMENT

30' RECIPROCAL EASEMENT  
FOR OUTPARCEL 5-A & 5-B



OUTPARCEL 5-B  
42,998.9 Sq. Feet  
0.99 Acres

OUTPARCEL 6  
43,560 Sq. Feet  
1.00 Acres

20' WATER  
EASEMENT

43' ACCESS EASEMENT

OUTPARCEL 5-A  
43,560 Sq. Feet  
1.00 Acres

PLAT BOOK 166 PAGE 201  
OUTPARCEL 4  
PARCEL ID.  
109 013 002  
1.00 ACRE

SR 22 / US 80

### SURVEYORS CERTIFICATE

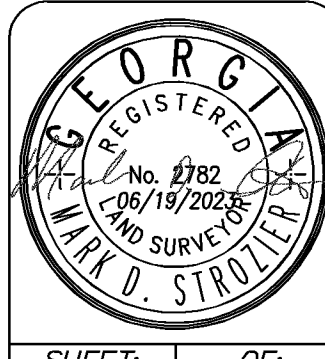
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06/19/2023  
DATE

EASEMENT SURVEY

FILE NO.: 22-121  
DATE: 06/19/2023  
SCALE: 1"=30'

DRAWN BY: BF  
CHECKED BY: MDS



SHEET: 1 OF: 1



**File Attachments for Item:**

**2. State of Georgia Department of Community Affairs Equity Fund Rural Workforce Housing Application (NeighborWorks Columbus)**

Approval is requested to apply, and if awarded, accept the

State of Georgia Department of Community Affairs Equity Fund Rural Workforce Housing Initiative on behalf of NeighborWorks Columbus by the amount awarded and amend the Multi-Governmental Fund by the amount awarded.



## EQUITY FUND RURAL WORKFORCE HOUSING INITIATIVE PRE-APPLICATION

Once complete, save and submit to [OED@dca.ga.gov](mailto:OED@dca.ga.gov).

Name of Pre-applicant: Columbus Consolidated Government  
 Primary Point of Contact: Isaiah Hugely, City Manager  
 Address: 100 East 10<sup>th</sup> Street Columbus, GA 31901  
 Email: IHugley@ColumbusGA.org  
 Phone Number: 706 653 4029

Name of Developer: NeighborWorks® Columbus  
 Primary Point of Contact: Cathy Williams, President/CEO  
 Address: 345 6<sup>th</sup> Street Columbus, GA 31901  
 Email: cwilliams@nwcolumbus.org  
 Phone: 706 324 4663

Primary Financial Institution: Synovus Bank  
 Primary Point of Contact: Williams S Thompson, Market President-East Alabama  
 Address: 1000 13<sup>th</sup> Street Phenix City, AL 36867  
 Email: WillThompson@synovus.com  
 Phone: 334 448 8619



Application Preparer: NeighborWorks® Columbus

Primary Point of Contact: Lisa Scrivner, CFO

Address: 345 6<sup>th</sup> Street Columbus, GA 31901

Email: lscrivner@nwcolumbus.org

Phone: 706 324 4663

Parcel ID(s) or Address(es) of Property to be Developed: 044 001 007

Physical Street Address: Currently: 1104 Leslie Drive (will be changed later)

City: Columbus

State: Georgia

Zip: 31903

### Project Type:

Type of Project Proposed (Infrastructure/Construction Financing/Combination):

Combination: \$1M Construction Loan

\$2,256,463 Infrastructure Grant

### Scope of Project:

Number of units, types of units, price point(s), etc.:

- Workforce Housing: Construction of 24 single-family for-sale homes in a range of floor plans and price points ranging from \$150,000 to \$180,000.
- Infrastructure: “Shovel ready” activities include the infrastructure completion of the Storm Sewer System, Sanitary Sewer System, Water System, Outfalls, and Dry Well Level Spreaders. Also included are curbs & gutters, paving & turn arounds, ADA sidewalks, and Tactile Warning Platters.

### Estimated Start Date/Completion Date:

Include infrastructure, housing, phases if applicable, etc.:

October 1, 2023 (or sooner) - March 2024

## Project Readiness:

Address property control, zoning, architectural/engineering plans, permits, status of financing, etc.:

The Elliott's Walk property, located at 1104 Leslie Drive Columbus, Georgia, is owned and currently being developed by the Project Developer, NeighborWorks Columbus, as a phased workforce housing project.

Elliott's Walk is a shovel-ready, multi-phase, mixed-income residential, workforce housing development.

The City of Columbus and NeighborWorks Columbus entered into a partnership agreement in 2020, placing the property in a Tax Allocation District (TAD) to support the redevelopment of this blighted, under-invested area. The initial TAD benefit covered the infrastructure already in place for Phase 1. However, it will not cover the final infrastructure needed to accommodate Phase 2.

The funding requested in this application will cover the now-needed infrastructure for Phase 2. With a capital stack already identified and secured for the unit construction, without the requested funds for the infrastructure, this project is in jeopardy.

This request for funding is to support Phase 2 of Elliott's Walk development. As such, all the:

- Zoning, engineering, and permitting have been completed.
- Architectural floor plans have been developed and used in the construction of 20 single-family homes in Phase 1.
- Funding has been secured for financing a portion of the projected unit costs through a line of credit with Synovus Bank and a Program Related Investment with the Bradley Turner Foundation.

Phase 2 is Shovel-Ready and ready to go to contract as soon as One Georgia funds are awarded.

## Total Project Costs: \$6,714,803

Address at a minimum acquisition, infrastructure, housing construction, other:

As the land for Elliott's Walk was donated to NeighborWorks Columbus, there is no acquisition cost. This \$6.7MM development budget includes the cost of the infrastructure and housing construction in Phase 2 only.

DCA Loan funding is being requested in this application to complete the capital stack for the housing construction in Phase 2. These favorably conditioned Loan funds will be redeployed as lending capital to CHI Asset Management to develop the 24 workforce housing units in Phase 2. This will also build the CDFI capacity of NeighborWorks Columbus, a CDFI since 2005.

One Georgia Grant funding is being requested for infrastructure activities that include sewer and water systems, paving, curbs, and ADA-compliant sidewalks. Without this infrastructure grant this project, housing construction cannot continue.

## Total Amount of OneGeorgia Funding Requested:

Amount Requested: \$3,256,463

Loan or Grant: \$1M Loan for construction lending: DCA Capital to be leveraged for new construction of 24 affordable workforce housing units at Elliott's Walk. These single-family homes are in a development with green space, community gathering locations, and a soon-to-be-covered bus stop for the neighborhood schools. These Loan funds will be redeployed by NeighborWorks Columbus as lending capital to CHI Asset Management to construct the 24 workforce housing units in Phase 2.

\$2,256,463 Grant for infrastructure: Activities under this include completion of Storm Sewer System, Sanitary Sewer System, Water System, Outfalls, and Dry Well Level Spreaders. Also included are curbs & gutters, paving & turn arounds, ADA sidewalks, and Tactile Warning Platters.



### Describe the need for OneGeorgia assistance:

- Elliott's Walk is the site of a multi-phase, mixed residential-use development. NeighborWorks Columbus has full control of the property. As evidenced by the success of Phase 1—4 of the first 20 homes have been sold, 9 are under contract, and the project isn't complete—the demand for affordable workforce housing in Columbus is at an all-time high.
- Increasing new, affordable workforce housing. According to the Federal Home Loan Bank of Atlanta, 80% of ELI households, 74% of VLI households, and 71% of LI households in Columbus are housing cost-burdened. Further, they report a shortage of 16,246 affordable units available for low-to-moderate-income homebuyers. A low inventory of affordable housing units for working families drives up the sales price and mortgage costs.

Current banking institution construction lines of credit have interest rates of 8.5%, with most having variable interest rate terms up to 18%. This puts the cost of construction capital well outside the margin of affordability and affects the number of units produced, the number of income-restricted units, and possibly, the construction of the entire project. These increased rates affect the cost of debt on the project. In turn, this increases the sales price of the unit.

One Georgia funding would *give* us the ability to maintain the affordability of workforce housing to serve the missing middle market. NeighborWorks Columbus is selling the majority of these homes as soon as construction is completed. We have already had to turn away approximately a dozen potential homebuyers. Our partner realtors have also had inquiries from potential homebuyers that they have had to redirect. Phase 2 of Elliott's Walk will help fill the gap of affordable workforce homes for low-to-middle market homebuyers.

- Increasing homeownership rates, particularly for those low-to-moderate-income families eager to become first-time homeowners. There is a “missing middle market” in not only Georgia but the nation as well. Housing costs and lending costs affect the moderate-to-middle-income homebuyer.

NeighborWorks Columbus has a 24-year track record of providing these services to almost 9,000 customers.

Maintaining workforce housing affordability is the cornerstone in addressing a variety of housing needs for our community. Safe, fit, affordable housing is the foundation we build our lives on. And NeighborWorks Columbus is invested in being a part of that transformation.

Identify all anticipated benefits from undertaking this project:

- The construction of 24 single-family for-sale homes to help meet the affordable workforce housing choices for low-to-middle-class homebuyers. These homes give many homebuyers the option of buying brand-new affordable workforce housing at price points that won't leave them in dated housing or cost-burdened and with limited choices.
- Creation of generational assets for financial independence that many low-to-middle-income families haven't had the opportunity to build. Homeownership is often viewed as a critical step toward the American dream and the gateway to intergenerational wealth.
- Economic investment in this area of the community that hasn't seen new construction in over 50 years, not since the Vietnam Conflict.
- Increase the capacity of Columbus Housing Initiative, Inc. (DBA NeighborWorks Columbus) to better serve the community as a CDFI. This will allow NeighborWorks Columbus to expand into lending capital for the construction of affordable workforce housing.

Identify all partners participating in the project (identify and provide the experience of each partner, the role of each partner, etc.)

- NeighborWorks Columbus is the Project Owner and serves as the Project Developer. They have 24 years' experience in affordable for-sale and rental housing development and community stabilization. They have built a strong, successful track record in housing

development work and preparing families for homeownership. They recently completed a 33 single-family for-sale NMTC development and are developing a 23 single-family for-sale NMTC development that is Phase 1 of Elliott's Walk.

- R W Flowers, Inc. is a 32-year-old construction firm owned by Robert Flowers. He has a Bachelor's Degree in Mechanical Engineering from GA Tech and provides construction services and management to Elliott's Walk.
- Alexander Contracting Company, Incorporated is a third-generation grading and site work contractor offering services including, but not limited to, site excavation, mass grading, underground utility installation, stormwater management, GPS technology-driven precision grading, paving, concrete work, clearing, and grubbing. They have completed more than 925 projects since 1985 with budgets ranging from \$5,000 to \$25,000,000. ACCI provides infrastructure development services to Elliott's Walk.
- Synovus Bank: Columbus Bank and Trust Company opened in 1888. In late 2017, Columbus Bank and Trust merged with Synovus and consolidated into one single brand: Synovus. An original partner to NeighborWorks Columbus since 1999, Synovus serves the Elliott's Walk development with a construction line of credit.
- Bradley Turner Foundation, a 78-year-old foundation, is one of the top 10 private foundations in Georgia and has long been a partner in the work that NeighborWorks Columbus does. In 2021, the Bradley Turner Foundation awarded NeighborWorks Columbus the first-ever Program Related Investment (PRI) in the City of Columbus. They followed it up the next year with an additional investment.
- Moon Meeks & Associates- With over 30 years' experience, MMA is a civil engineering, land surveying, and architecture firm that provided engineering services for single-family housing construction to Elliott's Walk.
- Aaron & Clements is a 31-year-old construction and program management firm that provides professional Construction Management services to Owners in construction sectors. They serve as the Owner's Representative to NeighborWorks Columbus for the Elliott's Walk development.



- McBride & McGill, Inc. is a 21-year-old Veteran owned civil engineering and land surveying firm. They have assisted in land planning and site surveying for Elliott's Walk.

Complete the below Source/Use Table:

Source	Source Amount	Use	Use Amounts
Synovus Bank Construction LOC	\$2,458,340	Infrastructure for Elliott's Walk	\$2,256,463
PRI- Bradley Turner Foundation	\$1,000,000	Construction: 24 Single Family Homes	\$4,458,340
Rural Workforce Housing Initiative - Grant	\$2,256,463		
Rural Workforce Housing Initiative - Loan	\$1,000,000		
<b>Total Source Amount:</b>	\$6,714,803	<b>Total Use Amount:</b>	\$6,714,803

I certify by my typed signature above that I am authorized to file this application on behalf of the Local Governments/Pre-applicant and that the information submitted herein has been reviewed and verified by me and the person listed below and is true and correct in all respects.

The typed versions of the names are being accepted as the original signatures pursuant to the Georgia Electronic Records and Signature Act. (O.C.G.A. Section 10-21-1, et. Seq.)

Local Governing Body Official (i.e., Chairman, Mayor) Authorized to Review Pre-Application:

Last:

First:

Title:

Once complete, save and submit to [OED@dca.ga.gov](mailto:OED@dca.ga.gov).

**Columbus Consolidated Government  
Council Meeting Agenda Item**

Item #2.

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	<b>State of Georgia Department of Community Affairs Equity Fund Rural Workforce Housing Application (NeighborWorks Columbus)</b>
<b>AGENDA SUMMARY:</b>	Approval is requested to apply, and if awarded, accept the State of Georgia Department of Community Affairs Equity Fund Rural Workforce Housing Initiative on behalf of NeighborWorks Columbus by the amount awarded and amend the Multi-Governmental Fund by the amount awarded.
<b>INITIATED BY:</b>	<b>City Manager's Office</b>

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**Recommendation:** Approval is requested to apply, and if awarded, accept the State of Georgia Department of Community Affairs Equity Fund Rural Workforce Housing Initiative on behalf of NeighborWorks Columbus by the amount awarded and amend the Multi-Governmental Fund by the amount awarded. The loan/grant funding will be utilized by NeighborWorks Columbus towards workforce housing at Elliott's Walk.

**Background:** The State of Georgia Department of Community Affairs (DCA) has announced the newly established Rural Workforce Housing Initiative. It is meant to spur the development of critically needed workforce housing across the state. NeighborWorks Columbus is interested in applying for funding to the Elliott's Walk development to provide 24 single-family homes for sale at price points between \$150,000 and \$180,000 as well as the infrastructure for this development.

**Analysis:** The applicant must be the local government. If awarded, the city will enter into a Memorandum of Agreement with NeighborWorks. The funding will include \$1,000,000 construction loan and \$2,256,463 infrastructure grant.

**Financial Considerations:** There will be no financial impact to the city. There are no match requirements for this grant/loan by the city. The match funds will be provided by NeighborWorks Columbus.

**Legal Considerations:** The City Attorney will review all grant agreements prior to obtaining the mayor's or City Manager's signature.

**Recommendation/Action:** Approval is requested to apply, and if awarded, accept the State of Georgia Department of Community Affairs Equity Fund Rural Workforce Housing Initiative on behalf of NeighborWorks Columbus by the amount awarded and amend the Multi-Governmental Fund by the amount awarded. The loan/grant funding will be utilized by NeighborWorks Columbus towards workforce housing at Elliott's Walk.

**RESOLUTION**

**NO.**

**A RESOLUTION AUTHORIZING THE COLUMBUS CONSOLIDATED GOVERNMENT TO APPLY FOR AND ACCEPT IF AWARDED A GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS EQUITY FUND RURAL WORKFORCE HOUSING INITIATIVE LOAN/GRANT FOR WORKFORCE HOUSING AT ELLIOTT’S WALK AND TO AMEND MULTIGOVERNMENTAL FUND BY THE AMOUNT AWARDED.**

Item #2.

**WHEREAS**, Governor Kemp announced the initiative in January 2023 to spur the development of critically needed workforce housing across the state; and

**WHEREAS**, NeighborWorks Columbus desires to continue their efforts in the development of Elliott’s Walk in South Columbus; and

**WHEREAS**, the Department of Community Affairs has made the opportunity of funding available to local governments thru OneGeorgia Authority.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF COLUMBUS, GEORGIA, AS FOLLOWS:**

The Columbus Consolidated Government is hereby authorized to apply for and, if awarded accept a State of Georgia Department of Community Affairs Equity Fund Rural Workforce Housing Initiative on behalf of NeighborWorks Columbus by the amount awarded and amend the Multi-Governmental Fund by the amount awarded.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2023, and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Begly voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.

\_\_\_\_\_  
Sandra T. Davis, Clerk of Council

\_\_\_\_\_  
B.H. “Skip” Henderson III, Mayor



**File Attachments for Item:**

**3. Donation for the Columbus Police Department, Muscogee County Sheriff's Office, and Fire & EMS Department**

Approval is requested to accept a donation in the amount of \$1,500 from an anonymous donor for the Columbus Police Department, Muscogee County Sheriff's Office, and Fire & EMS Department.

**Columbus Consolidated Government  
Council Meeting Agenda Item**

Item #3.

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	<b>Donation for the Columbus Police Department, Muscogee County Sheriff's Office, and Fire &amp; EMS Department</b>
<b>AGENDA SUMMARY:</b>	Approval is requested to accept a donation in the amount of \$1,500 from an anonymous donor for the Columbus Police Department, Muscogee County Sheriff's Office, and Fire & EMS Department.
<b>INITIATED BY:</b>	<b>Finance Department</b>

**Recommendation:** Approval is requested to accept a donation in the amount of \$1,500 from an anonymous donor for the Columbus Police Department, Muscogee County Sheriff's Office, and Fire & EMS Department.

**Background:** An anonymous donor desires to donate \$500 to each to the following Public Safety Agencies: the Columbus Police Department, Muscogee County Sheriff's Office, and Fire & EMS Department. The donation is being made as gesture of special thanks for the Police Department's and Sheriff's Office support of Columbus Against Drugs (CAD) and Seniors and Lawmen Together (SALT) as well as the Fire & EMS Department's support of SALT and their smoke alarm installation program throughout the City.

**Analysis:** The Public Safety Agencies may utilize the funds as senior leadership deems appropriate.

**Financial Considerations:** There are no financial obligations for the City.

**Legal Considerations:** Council approval is required to accept donations.

**Recommendation/Action:** Approve a resolution to accept a donation in the amount of \$1,500 from an anonymous donor for the Columbus Police Department, Muscogee County Sheriff's Office, and Fire & EMS Department.

**A RESOLUTION**

**NO.**

**A RESOLUTION AUTHORIZING THE ACCEPTANCE OF A \$1,500 ANONYMOUS  
DONATION FOR THE COLUMBUS POLICE DEPARTMENT, MUSCOGEE COUNTY  
SHERIFF’S OFFICE, AND FIRE & EMS DEPARTMENT.**

Item #3.

**WHEREAS**, an anonymous donor desires to donate \$500 to each to the following Public Safety Agencies: the Columbus Police Department, Muscogee County Sheriff’s Office, and Fire & EMS Department.; and

**WHEREAS**, the donation is being made as gesture of special thanks for the Police Department’s and Sheriff’s Office support of Columbus Against Drugs (CAD) and Seniors and Lawmen Together (SALT) as well as the Fire & EMS Department’s support of SALT and their smoke alarm installation program throughout the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF COLUMBUS,  
GEORGIA, AS FOLLOWS:**

The City Manager or his designee is hereby authorized to accept the \$1,500 donation from an anonymous donor for the Columbus Police Department, Muscogee County Sheriff’s Office, and Fire & EMS Department.

Introduced at a regular meeting of the Council of Columbus, Georgia held on the \_\_\_\_\_ day of \_\_\_\_\_ 2023 and adopted at said meeting by the affirmative vote of ten members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Begly voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.

\_\_\_\_\_  
Sandra T. Davis, Clerk of Council

\_\_\_\_\_  
B.H. “Skip” Henderson III, Mayor



**File Attachments for Item:**

A. Fuel Purchases for Fiscal Year 2024

**Columbus Consolidated Government  
Council Meeting Agenda Item**

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	Fuel Purchases for Fiscal Year 2024
<b>INITIATED BY:</b>	Finance Department

It is requested that Council approve payment for Fiscal Year 2024 fuel purchases awarded to the vendor submitting the lowest, responsive, responsible quote, via the daily fuel quote process.

The Finance Department receives daily fuel quotes from various vendors to provide Unleaded, Diesel, Ethanol and other related fuel. The daily quote process ensures the City receives the lowest possible price for fuel each day. Participating vendors are instructed to submit their, per gallon, quotes by 8:30 am EST each day. The quotes are awarded by individual fuel type to the lowest bidder. The vendor submitting the lowest, responsible, responsive quote is the vendor from whom the City purchases fuel for that specific day. Fuel is purchased by the Public Works, METRA Transit and Parks and Recreation Departments, and is used to fuel all City vehicles. Additionally, the Columbus Water Works has requested to receive a copy of the City's daily fuel quotes.

Funds are budgeted, as needed, for this ongoing expense in various Department Budgets for Motor Fuel, 6746.

**A RESOLUTION**

NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING PAYMENT FOR FISCAL YEAR 2024 FUEL PURCHASES AWARDED TO THE VENDOR SUBMITTING THE LOWEST, RESPONSIVE, RESPONSIBLE QUOTE VIA THE DAILY FUEL QUOTE PROCESS.**

**WHEREAS**, the Finance Department receives daily fuel quotes from various vendors to provide Unleaded, Diesel, Ethanol and other related fuel. The daily quote process ensures the City receives the lowest possible price for fuel each day. Participating vendors are instructed to submit their, per gallon, quotes by 8:30 am EST each day. The quotes are awarded by individual fuel type to the lowest bidder. The vendor submitting the lowest, responsible, responsive quote is the vendor from whom the City purchases fuel for that specific day. Fuel is purchased by the Public Works, METRA Transit, and Parks and Recreation Departments, and is used to fuel all City vehicles. Additionally, the Columbus Water Works has requested to receive a copy of the City's daily fuel quotes.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to make payment for fiscal year 2024 fuel purchases awarded to the vendor submitting the lowest, responsive, responsible quote via the daily fuel quote process. Funds are budgeted, as needed, for this ongoing expense in various Department Budgets for Motor Fuel, 6746.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Begly voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.

\_\_\_\_\_  
Sandra T. Davis, Clerk of Council

\_\_\_\_\_  
B.H. "Skip" Henderson III, Mayor



**File Attachments for Item:**

B. Federal and State Mandated Fees for Fiscal Year 2024

**Columbus Consolidated Government  
Council Meeting Agenda Item**

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	Federal and State Mandated Fees for Fiscal Year 2024
<b>INITIATED BY:</b>	Finance Department

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It is requested that Council approve payment for various federal and state mandated fees during fiscal year 2024.

Examples of the various mandated fees, include, but not limited to the following: Air Emission Fees, State Alternative Fuel and Highway Impact Fees, Solid Waste Disposal Fees, Georgia Department of Labor, Worker's Compensation Annual Assessment, EMT & Paramedic License Fees, Ambulance Service License Fees, State Bar Dues, etc.

These fees are paid each year and are mandated by the Federal or State Government. This resolution will ensure the payments are made in a timely manner during FY24.

Funds are budgeted each fiscal year for the mandated fees in various City Department budgets.

**A RESOLUTION****NO. \_\_\_\_\_****A RESOLUTION AUTHORIZING PAYMENT FOR VARIOUS FEDERAL AND STATE MANDATED FEES DURING FISCAL YEAR 2024.**

**WHEREAS**, examples of the various mandated fees, include, but not limited to the following: Air Emission Fees, State Alternative Fuel and Highway Impact Fees, Solid Waste Disposal Fees, Georgia Department of Labor, Worker's Compensation Annual Assessment, EMT & Paramedic License Fees, Ambulance Service License Fees, State Bar Dues, etc.; and,

**WHEREAS**, these fees are paid each year and are mandated by the Federal or State Government. This resolution will ensure the payments are made in a timely manner during FY24.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to make payment for various federal and state mandated fees during fiscal year 2024. Funds are budgeted each fiscal year for the mandated fees in various City Department budgets.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Begly voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.

\_\_\_\_\_  
Sandra T. Davis, Clerk of Council

\_\_\_\_\_  
B.H. "Skip" Henderson III, Mayor



**File Attachments for Item:**

C. Axon Virtual Training System for the Columbus Police Department – Georgia State Contract/NASPO Cooperative Purchase

**Columbus Consolidated Government  
Council Meeting Agenda Item**

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	Axon Virtual Training System for the Columbus Police Department – Georgia State Contract/NASPO Cooperative Purchase
<b>INITIATED BY:</b>	Finance Department

It is requested that Council approve the purchase of the Axon Virtual Training System from Axon Enterprises (Scottsdale, AZ), in the amount of \$152,654.10, for the Columbus Police Department. This purchase will be accomplished by Cooperative Purchase via Georgia Statewide Contract #99999-SPD-NVPPAOK000-0003/NASPO Contract # OK-MA-145-015.

The Axon Virtual Training System offers training for police officers on how to handle several different types of encounters with the public and suspects, to include violent crime intervention. This virtual training will enable better officer decision-making with dynamic experiences that encourage de-escalation and promote mutually beneficial outcomes for officers and community members. This product also has a mental health component allowing training not only to officers but also to citizens. It is an opportunity for the Police Department to offer training to citizens on how to deal with individuals with mental health issues. The cost covers a five-year program.

Georgia Statewide Contract #99999-SPD-NVPPAOK000-0003 is a cooperative contract between Axon and the State of Georgia, which is a participating addendum for NASPO ValuePoint Master Agreement #OK-MA-145-015 for Public Safety Video Systems. The contract available under NASPO has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. The term of the contract is good through May 30, 2024. The contract is available for use by any Georgia governmental entity. The City's Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

Funds are budgeted in the FY24 Budget as: American Rescue Plan Fiscal Recovery Fund – Federal ARP – Public Health & Safety – Health & Wellness – Mental Health Intervention Training/Services; 0218-691-1000-ARPH-6319-40305-20230.

Funding for the payment of the annual maintenance will be budgeted in the appropriate fiscal years.

**A RESOLUTION**

NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE PURCHASE OF THE AXON VIRTUAL TRAINING SYSTEM FROM AXON ENTERPRISES (SCOTTSDALE, AZ), IN THE AMOUNT OF \$152,654.10, FOR THE COLUMBUS POLICE DEPARTMENT. THIS PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA GEORGIA STATEWIDE CONTRACT #99999-SPD-NVPPAOK000-0003/NASPO CONTRACT # OK-MA-145-015.**

**WHEREAS**, the Axon Virtual Training System offers training for police officers on how to handle several different types of encounters with the public and suspects, to include violent crime intervention. This virtual training will enable better officer decision-making with dynamic experiences that encourage de-escalation and promote mutually-beneficial outcomes for officers and community members. This product also has a mental health component allowing training not only to officers but also to citizens. It is an opportunity for the Police Department to offer training to citizens on how to deal with individuals with mental health issues. The cost covers a five-year program; and,

**WHEREAS**, Georgia Statewide Contract #99999-SPD-NVPPAOK000-0003 is a cooperative contract between Axon and the State of Georgia, which is a participating addendum for NASPO ValuePoint Master Agreement #OK-MA-145-015 for Public Safety Video Systems. The term of the contract is good through May 30, 2024. The contract is available for use by any Georgia governmental entity. The City's Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to purchase of the Axon Virtual Training System from Axon Enterprises (Scottsdale, AZ), in the amount of \$152,654.10, for the Columbus Police Department. This purchase will be accomplished by Cooperative Purchase via Georgia Statewide Contract #99999-SPD-NVPPAOK000-0003/NASPO Contract # OK-MA-145-015. Funds are budgeted in the FY24 Budget as: American Rescue Plan Fiscal Recovery Fund – Federal ARP – Public Health & Safety – Health & Wellness – Mental Health Intervention Training/Services; 0218-691-1000-ARPH-6319-40305-20230.

Funding for the payment of the annual maintenance will be budgeted in the appropriate fiscal years.

\_\_\_\_\_  
Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.



Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Begly voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.

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Sandra T. Davis, Clerk of Council

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B.H. "Skip" Henderson III, Mayor

**File Attachments for Item:**

D. Integrated Ballistic Identification System (IBIS) for the Police Department

**Columbus Consolidated Government  
Council Meeting Agenda Item**

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	Integrated Ballistic Identification System (IBIS) for the Police Department
<b>INITIATED BY:</b>	Finance Department

It is requested that Council approve the purchase of an integrated ballistic identification system from Forensic Technology/Ultra Group, (Largo, FL) in the amount of \$357,297.00. This amount includes the purchase of the system in the amount of \$235,251.00 with a five-year warranty in the amount of \$122,046.00.

The Integrated Ballistic Identification System is needed to work in conjunction with the National Integrated Ballistic Information Network (NIBIN) which is overseen by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF). The system will allow the Police Department to correlate gun violence cases across the country, not just in our local jurisdiction. It will also help make connections between multiple cases that may bring quicker and more affective prosecution of violent crimes.

When a gun is made, the manufacturing equipment etches microscopic markings — somewhat like fingerprints — onto the gun's metal parts. These markings, called tool marks, are transferred to a bullet or cartridge case when the gun is fired. When law enforcement investigates crimes in which firearms are used, ballistic imaging of such bullets and cartridge cases can be important in solving crime. NIBIN is a national database of digital images of spent bullets and cartridge cases that were found at crime scenes or test-fired from confiscated weapons. The Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) manages the system and provides the equipment to crime labs around the country.

ATF has contracted with Forensic Technology/Ultra Group; therefore the Police Department must utilize the same vendor for their system in order to integrate with the NIBIN. Consequently, the vendor is deemed an only known source in accordance with the City's Procurement Ordinance, Article 3-114 and Federal CFR 200.320 (c)(2)(4)

Funds are budgeted in the FY24 Budget for the purchase as follows: American Rescue Plan Fiscal Recovery Fund – Federal ARP – Public Health & Safety – Public Safety – Integrated Ballistics ID System; 0218-691-1100-ARPS-6319-40315-20230.

Funding for the payment of the annual maintenance/warranty will be budgeted in the appropriate fiscal years.



## A RESOLUTION

NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE PURCHASE OF AN INTEGRATED BALLISTIC IDENTIFICATION SYSTEM FROM FORENSIC TECHNOLOGY/ULTRA GROUP, (LARGO, FL) IN THE AMOUNT OF \$357,297.00. THIS AMOUNT INCLUDES THE PURCHASE OF THE SYSTEM IN THE AMOUNT OF \$235,251.00 WITH A FIVE-YEAR WARRANTY IN THE AMOUNT OF \$122,046.00.**

**WHEREAS**, the Integrated Ballistic Identification System is needed to work in conjunction with the National Integrated Ballistic Information Network (NIBIN) which is overseen by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF). The system will allow the Police Department to correlate gun violence cases across the country, not just in our local jurisdiction. It will also help make connections between multiple cases that may bring quicker and more affective prosecution of violent crimes; and,

**WHEREAS**, when a gun is made, the manufacturing equipment etches microscopic markings — somewhat like fingerprints — onto the gun's metal parts. These markings, called tool marks, are transferred to a bullet or cartridge case when the gun is fired. When law enforcement investigates crimes in which firearms are used, ballistic imaging of such bullets and cartridge cases can be important in solving crime. NIBIN is a national database of digital images of spent bullets and cartridge cases that were found at crime scenes or test-fired from confiscated weapons. The Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) manages the system and provides the equipment to crime labs around the country; and,

**WHEREAS**, ATF has contracted with Forensic Technology/Ultra Group; therefore the Police Department must utilize the same vendor for their system in order to integrate with the NIBIN. Consequently, the vendor is deemed an only known source in accordance with the City's Procurement Ordinance, Article 3-114 and Federal CFR 200.320 (c)(2)(4).

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to purchase an integrated ballistic identification system from Forensic Technology/Ultra Group, (Largo, FL) in the amount of \$357,297.00. This amount includes the purchase of the system in the amount of \$235,251.00, and a five-year warranty in the amount of \$122,046.00.

Funds are budgeted in the FY24 Budget for the purchase as follows: American Rescue Plan Fiscal Recovery Fund – Federal ARP – Public Health & Safety – Public Safety – Integrated Ballistics ID System; 0218-691-1100-ARPS-6319-40315-20230.

Funding for the payment of the annual maintenance/warranty will be budgeted in the appropriate fiscal years.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Begly voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.

\_\_\_\_\_  
Sandra T. Davis, Clerk of Council

\_\_\_\_\_  
B.H. "Skip" Henderson III, Mayor

**File Attachments for Item:**

E. Concrete Slabs for Exterior Exercise Equipment – RFB No. 23-0042



**Columbus Consolidated Government  
Council Meeting Agenda Item**

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	Concrete Slabs for Exterior Exercise Equipment – RFB No. 23-0042
<b>INITIATED BY:</b>	Finance Department

It is requested that Council authorize the execution of a contract with Freeman & Associates, Inc. (Columbus, GA) in the amount of \$113,961.00 for three concrete slabs for the Parks and Recreation Department.

Freeman & Associates, Inc. will provide all labor, equipment, and materials required to pour and finish the concrete slabs, which will be used for exterior exercise equipment at Britt David Park, Cooper Creek Park, and Rigdon Park.

Bid specifications were posted on the web pages of the Purchasing Division, the Georgia Procurement Registry and DemandStar on May 18, 2023. Two bids were received on June 14, 2023. This Bid has been advertised, opened and reviewed. The bidders were:

<b>Description</b>	<b>Freeman &amp; Associates, Inc. (Columbus, GA)</b>	<b>RGC Construction LLC (Marietta, GA)</b>
Concrete Slab at Britt David Park	37,987.00	56,869.00
Concrete Slab at Cooper Creek Park	37,987.00	56,869.00
Concrete Slab at Rigdon Park	37,987.00	56,869.00
<b>Total Bid</b>	<b>\$113,961.00</b>	<b>\$170,607.00</b>

Funding is available from the Multi-Government Project Fund – Community Reinvestment – Neighborhood Parks – Site Improvements; 0210-245-3140-NPRK-7623.

**A RESOLUTION****NO. \_\_\_\_\_****A RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT WITH FREEMAN & ASSOCIATES, INC. (COLUMBUS, GA) IN THE AMOUNT OF \$113,961.00 FOR THREE CONCRETE SLABS FOR THE PARKS AND RECREATION DEPARTMENT.**

**WHEREAS**, Freeman & Associates, Inc. will provide all labor, equipment, and materials required to pour and finish the concrete slabs, which will be used for exterior exercise equipment at Britt David Park, Cooper Creek Park, and Rigdon Park.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to execute a contract with Freeman & Associates, Inc. (Columbus, GA) in the amount of \$113,961.00 for three concrete slabs for the Parks and Recreation Department. Funding is available from the Multi-Government Project Fund – Community Reinvestment – Neighborhood Parks – Site Improvements; 0210-245-3140-NPRK.

\_\_\_\_\_  
Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Begly voting	_____.
Councilor Cogle voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.

\_\_\_\_\_  
Sandra T. Davis, Clerk of Council

\_\_\_\_\_  
B.H. “Skip” Henderson III, Mayor

**File Attachments for Item:**

A. City Hall Update – Ryan Pruett, Director, Inspections & Code

City Council Meeting  
July 11, 2023

# COLUMBUS CITY HALL UPDATE



Item #A.

# COLUMBUS CITY HALL



# PHASE I TIMELINE

- Certificate of Occupancy obtained June 9, 2023
- IT Department, Finance Department, UGA Cooperative Extension, Job Training, Parks and Recreation, and Human Resources have moved into City Hall and are operational.
- The Mayor's Office, City Manager's Office, City Attorney's Office, Clerk of Council's Office, and 311 are scheduled to open at City Hall on July 18, 2023.

Department	Current Location	Relocating to	1 <sup>st</sup> Day in New Location (Subject to Change)	Item #A.
Information Technology	5th Floor, Government Center	Development Resource Center - 2nd Floor	Now Open	
Finance	5th Floor, Government Center	Development Resource Center - 1st Floor	Now Open	
UGA Cooperative Extension	Annex	Development Resource Center - 1st Floor	Now Open	
Job Training Division	Annex	Development Resource Center - 2nd Floor	Now Open	
Parks & Recreation	Citizen Service Center	Development Resource Center - 2nd Floor	Now Open	
Human Resources	East and West Wing Government Center	Human Resources Building - 1st Floor and 2nd Floor	Now Open	
Mayor's Office	6th Floor, Government Center	Development Resource Center - 3rd Floor	July 18 <sup>th</sup>	
City Manager's Office	6th Floor, Government Center	Development Resource Center - 3rd Floor	July 18 <sup>th</sup>	
City Attorney's Office	6th Floor, Government Center	Development Resource Center - 3rd Floor	July 18 <sup>th</sup>	
Clerk of Council's Office	6th Floor, Government Center	Development Resource Center - 3rd Floor	July 18 <sup>th</sup>	
311 Citizen Services Center	<div>- Page 115 -</div> Citizen Service Center	Development Resource Center - 1st Floor	July 18 <sup>th</sup>	

# PHASE II TIMELINE

- Synovus vacates Executive Building – July 31, 2024
- Renovation of Executive Building – August 2024 – March 2025
- Phase 2 Relocations - 2025
  - Mayor's Office – 5<sup>th</sup> Floor of the Executive Building
  - City Manager's Office – 4<sup>th</sup> Floor Executive Building
  - City Attorney's Office – 3<sup>rd</sup> Floor Executive Building
  - Clerk of Council's Office – 2<sup>nd</sup> Floor Executive Building
  - Engineering Department, Inspections & Code Department, Planning Department, Community Reinvestment Department - 3<sup>rd</sup> Floor Development Resource Center
  - Finance Department-Revenue Division – 1<sup>st</sup> Floor Executive Building
  - Print Shop – Basement of Broadway South Building



Item #A.



# QUESTIONS

**File Attachments for Item:**

B. Columbus Family Connection Update – Zoé Hightower, Director, Columbus Family Connection

# Columbus Family Connection

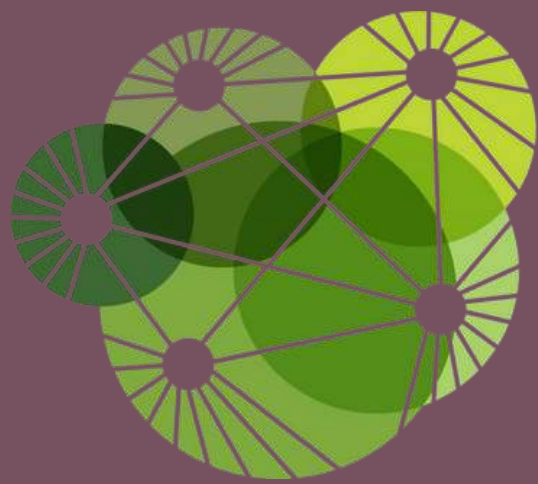
Update

Item #B.



— COLUMBUS —  
**family connection**<sup>TM</sup>  
MUSCOGEE COUNTY

# About Family Connection



GEORGIA  
**family connection**  
PARTNERSHIP

The Georgia Family Connection Partnership was started in the early 90s as a solution to Georgia's 48th out of 50 ranking for overall for educational, social, economic, and physical well-being of children.

The framework to combat these issues were

- healthy children
- children ready to start school
- children succeeding in school
- stable, self-sufficient families
- strong communities

Here in Columbus, we mimic this framework by creating our own annual plan based on data provided by various outlets. The plan is constructed by the Columbus Family Connection director, collaborative members, and board.

x x x x  
x x x x  
x x x x  
x x x x



# Columbus Family Connection Coalition Board



Ashley Becker  
Board Chair  
Columbus Chamber



Brandy Tolbert  
Vice Board Chair  
Literacy Alliance



Pam Hodge  
Secretary Treasurer  
Columbus Consolidated  
Govt.



Dr. Asante' Hilts  
Valley Healthcare



Belva Dorsey  
Enrichment Services



Deana Beauford  
Columbus Tech



Jennifer St. John  
United Way of the CV



Jerome Lawson  
Cure Violence



Katie Burnett  
Chattahoochee  
Valley Libraries



Susan Gallagher  
New Horizons  
Behavioral Health



Dr. Trikella  
Nelson  
MCSD

# Vision & Mission

## Vision

We envision a Columbus where families have access to resources and tools that promote healthy communication, positive relationships, and the development of skills that enable them to overcome challenges and achieve their full potential.

## Mission

Through collaboration and a shared commitment to growth and development, it is our mission to create a community of healthy children and families, who are supported with necessities to thrive

# Our Goals

- Cultivate and strengthen relationships with community partners through collaboration
- Provide trainings and educational opportunities for children, parents, caregivers, teachers, and partners
- Better understand and utilize data specific to the Columbus/Muscogee County area in
- Monitor progress and analyze results; adjust strategies to encourage more favorable outcomes



# Our Goals

- Improve school readiness, third grade reading, and overall community health
- Work with partners and residents to complete a community needs assessment
- Implement the Neighborhood Navigators program



# Neighborhood Navigators

The Neighborhood Navigators initiative is a program modeled after a curriculum started with Athens Family Connection.

The goal of the Neighborhood Navigators is to empower individuals and communities by helping them navigate the resources and services available to them, and by working to address the underlying issues that prevent them from accessing those resources in the first place.

The plan is to hire four full-time, temporary individuals who will perform the following, and other duties:

- Cultivate relationships with citizens of designated areas within the community, and provide services and resources to meet their needs
- Develop and maintain knowledge of community resources citizens can benefit from
- Participate in community trainings dedicated to to implementing policies regarding the overall well-being of children and families in the area
- Complete and distribute to program/progress reports

# Neighborhood Navigators

## How it Works

- Establish rapport
- Identify needs
- Provide information and resources
- Support referrals and connections
- Assist with applications and enrollment
- Follow up and advocacy
- Community outreach and education
- Documentation and reporting
- Continuous learning and development

## Outcomes

- Improved access to resources
- Increased community engagement
- Enhanced community Empowerment
- Improved communication and information sharing
- Strengthened social support networks
- Positive community changes

Columbus Family Connection will work with partners to engage organizations, the faith community, and families to increase parent engagement in support of improving school readiness, leading to improved outcomes for third-grade reading, while also improving the overall health and stability of the community

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Community health and resource fairs  
Build Your Child’s Brain Workshops  
Parent Cafe’s  
Literacy Festival  
Book Distribution  
Community Needs Assessment  
Re-pack the Backpack  
Voter Registration  
Family Emergency Kits  
Teen/Parent Summit

Holiday Food/Toy Giveaway  
Mayor’s Summer Reading Club  
Community Resource Guide  
Career Fairs  
Adult Reading Club  
Volunteer Opportunities  
Drug Resistance Education  
Parent Advisory Council

# Our Partners



United Way of the  
Chattahoochee Valley



We're In This  
TOGETHER!  
ENRICHMENT SERVICES PROGRAM



**BOYS & GIRLS CLUBS**  
OF THE CHATTAHOOCHEE VALLEY



For questions and additional information, contact:

Zoe' Hightower

Director - Columbus Family Connection Coalition

Office: 706-225-3126

Cell: 706-329-8571

Email: [hightower.zoe'@columbusga.org](mailto:hightower.zoe'@columbusga.org)

Facebook: [facebook.com/columbusfamilyconnection](https://facebook.com/columbusfamilyconnection)

**File Attachments for Item:**

C. Public Safety Take Home Vehicles to Alabama – Lauren Vance, Risk Management & Compliance Officer, Risk Management

# Public Safety Take Home Vehicles to Alabama

July 11, 2023

# Columbus Consolidated Government



- Page 132 -



# Public Safety Take Home Vehicles to Alabama (?)

Item #C.

- What is the risk of allowing Public Safety take home vehicles to Alabama?
- Can we purchase a limited insurance policy?
- How other cities/counties handle this risk?
- Options to consider



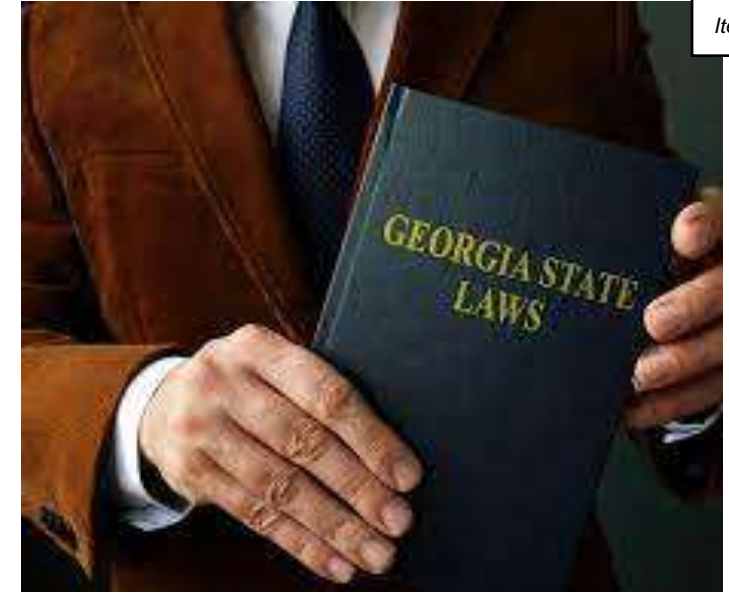
# The Risk of PS Take Home Vehicles to Alabama?

Item #C.

- Sovereign Immunity for motor vehicle accidents only recognized in the state of GA
  - Limited liability exposure up to maximum of \$750,000
- Alabama does not recognize Georgia's immunity, and the caps which protect us in Georgia will not protect us in Alabama
  - Potential for unlimited liability exposure
- Exposure for CCG city-owned vehicles in Alabama

# Is Sovereign Immunity at Risk?

- Sovereign Immunity at Risk if -
  - Purchasing limited insurance for CCG city-owned vehicles in Alabama opens liability exposure to all city vehicles
  - Purchasing a commercial insurance policy exposes CCG in excess of \$750,000
  - Purchasing a commercial insurance policy w/\$750,000 (cap in Georgia, per O.C.G.A. 36-92-2), waives CCG's immunity, exposure to this amount and a court verdict could be much higher.
- Not recommended at this time to purchase additional insurance – consulted w/Insurance Broker, internal and external Legal Teams, ACCG and GMA



Item #C.

# Insurance Limits

- \$500,000 bodily injury/death per one person per one occurrence
- \$700,000 bodily injury/death of two or more persons per one occurrence
- \$50,000 property damage



# Risks vs Benefits



Risks	Benefits
Higher Risk/Liability	Optimize Response Time
Additional Vehicle Maintenance Costs	Recruitment and Retention Enhanced
Waive Immunity provided by Georgia law	Increase Morale for Alabama Resident/Alabama Personnel
More Vulnerable to Accident/Property Damage Claims	Personnel is Commuting/Limited Accidents and/or Incidents
Alabama doesn't recognize Immunity provided by Georgia law	
Opens Exposure	



# What Other Cities are Doing

## Authorized Across State Lines

Item #C.

Cities/Counties	Authorized	Not Authorized	Insured/ Self-Funded	Assume the risk?
Columbus		✓	Self-Funded	No
Augusta/Richmond*		✓	Self-Funded	No
Chatooga County	✓		ACCG	Yes
LaGrange	✓		Self-Funded	Yes
Rome		✓	Self-Funded	No
Savannah		✓	Self-Funded	No
Trenton	✓		GMA	Yes
West Point	✓		Wright Specialty	Yes

\*City policy does not allow, however, the Sheriff is allowed his own policies, and allows deputies across state lines.

# Public Safety Departments

Department	Number of Public Safety Employees
Columbus Fire/EMS	6
Columbus Police Department	45
Emergency Management	2
Muscogee County Prison	2
Muscogee County Sheriff	35
<b>TOTAL</b>	<b>90</b>

# Options

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- **Option 1:** Leave policy as is; take no action.
- **Option 2:** Amend policy; stay self-funded; allow Public Safety employees to Alabama; potentially at risk for liability
- **Option 3:** Purchase insurance; waive immunity
- **Option 4:** Leave policy as is; provide a stipend for Public Safety employees that live in Alabama.



# Recap

- Immunity will be waived if we allow Public Safety Personnel to take home vehicles to Alabama. Item #C.
- Immunity will be waived if we purchase commercial liability insurance for either the entire CCG fleet or a limited policy.
- If an insurance policy is purchased, the exposure will be raised to the amount of the policy.
- Current caps (O.C.G.A. 36-92-2 c.):
  - \$500,000 bodily injury or death of any one person in any one occurrence
  - Collective total of \$700,000 bodily injury or death of two or more persons in any occurrence
  - \$50,000 property damage
- If an accident occurs in Georgia, the caps will protect us. If the same accidents occurs in Alabama, there is no protection.
- Out of 18 Cities/Counties researched:
  - 4 allow out of state take-home vehicles
  - 6 do not allow out of state take-home vehicles
  - 8 do not have employees living out of state and are not concerned with sovereign immunity or are insured



# Questions?



**Every dollar spent on property damage, work-related injuries, liability claims, automobile claims, accidents, and insurance premiums are a dollar not spent on services.**

**File Attachments for Item:**

D. Indigent Care Update - Pam Hodge, Deputy City Manager, Financial Planning and Infrastructure

# Indigent Health Care Update

July 11, 2023

# RFP No. 23-0009

- Issued on October 3, 2022
- Professional Healthcare Services for Medically Indigent Persons in Muscogee County (Annual Contract)
- To include certain services for inpatient and outpatient care for incarcerated persons at the Muscogee County Jail
- Medical, pharmaceutical and mental health services
- Medical services may include but not limited to outpatient hospital care, x-ray, laboratory, primary medical care.



# RFP No. 23-0009

- Medically indigent persons are defined as residents of Muscogee County who are not covered under a private or governmental insurance plan and meet the income requirements
- Income requirements are defined as having a total yearly income below 125% of the poverty income line guidelines for family units in the United States set by the U.S. Department of Health and Human Services

# RFP No. 23-0009

- 2022 Poverty Guideline outlined below:

# in Household	Annual Income
• 1	\$13,590
• 2	\$18,310
• 3	\$23,030
• 4	\$27,750
• 5	\$32,470
• 6	\$37,190
• 7	\$41,910
• 8	\$46,630

# RFP No. 23-0009

- Objective
  - Provide quality health care services to the medically indigent including inmates at the Muscogee County Jail as well as released prisoners from the Muscogee County Jail for a period of 3 months.
  - Implement programs that will improve the overall health of this population and reduce unnecessary emergency room visits.
  - Provider(s) will be compensated at a negotiated maximum annual amount based on the services provided at a negotiated % of Medicaid rates for the following 3 groups.
    - 1. Indigent Persons
    - 2. Inmates at the Muscogee County Jail
    - 3. Transitioning inmates for 3 months

# RFP No. 23-0009

- Minimum Abilities and Qualifications

- Licensed physicians in the State of Georgia
- Compliance with all local state and federal laws
- Licensed, certified, and professional trained personnel
- Cost effective with full reporting and accountability
- Open collaborative relationship with CCG
- Provide appropriate healthcare
- Maintain complete and accurate records
- Organized for a minimum of 5 years
- Provide insurance coverage
- Ability to maintain staffing levels
- Capability to oversee the program
- Provide quality control and monitoring of services and billing processes



# RFP No. 23-0009

- Scope of Services
  - General medical and minor surgical services
  - Diagnostic laboratory, radiology services, pharmaceutical and other primary care
  - Securing inpatient hospital care as required
  - Maintenance of medical records and patient information

# RFP No. 23-0009

- Scope of Services - Services not included
  - Transportation Services
  - Dental or Oral Surgery Services
  - Eye exams, eyeglasses or contacts
  - Hearing aids or other listening devices
  - Drug or Alcohol Rehabilitation Services
  - Chiropractic or Physical Therapy Services
  - Durable Medical Equipment or Orthotics
  - Nutritional or Cosmetic Services
  - Specialty Medical Care Services
  - Pediatrics
  - Adults 65 or older eligible for Medicare
  - Immunizations
  - Services reimbursed by another funding source

# Indigent Health Care Update

- 05/31/2022 – Resolution 135-22 for Indigent Care Support passed by City Council to allow for reimbursement by successful bidders from July 1, 2022

# RFP No. 23-0009

- Four proposals were received on December 30, 2022:
  - *The Medical Center, Inc. dba Piedmont Columbus Regional Midtown*
  - *MercyMed of Columbus, Inc.*
  - St. Francis Health, LLC dba St. Francis Hospital/Emory Healthcare
  - Tree of Life Healthcare, Inc.
- Voting Members: Sheriff's Office, Finance Department, Private-sector medical professional
- Alternate Voters: Community Reinvestment, Human Resource
- Non-voting Advisory Members: City Attorney's Office, City Manager's Office



# RFP No. 23-0009

- Evaluation Criteria
  - Experience = 40%
  - Qualifications = 30%
  - Capacity of Facility = 10%
  - Program Support Services = 10%
  - Cost Proposal (subject to negotiations) = 10%

# RFP No. 23-0009

- Voting Members unanimously recommend:
  - *The Medical Center, Inc. dba Piedmont Columbus Regional Midtown*
    - 30+ years of providing services
    - Available resources
  - *MercyMed of Columbus, Inc.*
    - Provides services to the indigent population
    - Strategically located to provide access to services
- Annual contracts will be executed for one year with the option to renew for four additional one-year terms

# QUESTIONS



**File Attachments for Item:**

E. Legacy Terrace Update - Pam Hodge, Deputy City manager, Financial Planning and Infrastructure



# Legacy Terrace Update

July 11, 2023





## Legacy Terrace – 17 Affordable Senior Housing Units





8<sup>th</sup> Avenue

9<sup>th</sup> Street

# Legacy Terrace

- Senior Living Facility located at 801 9<sup>th</sup> Street in the Liberty District constructed in 2006
- Fourth Street Towers, Inc. was the City's designated Community Housing Development Organization (CHDO) beginning in 1992 (Housing Authority administered the HOME program for the City until 1998)
- As part of the HUD HOME Program, a minimum of 15% of the jurisdiction's entitlement goes to the CHDO annually
- In January 2004, the Community Development Advisory Council (CDAC) reviewed and approved the initial \$350,000 for Fourth Street Towers, Inc. and approved by City Council in June 2004
- HOME funding (\$944,367) in FY05/06/07 was utilized for the facility along with a private loan for a total project cost of \$2.5 million
- There is a 20-year affordability period until the federal grant is forgiven and no pay back of HOME funds is required.



# Legacy Terrace

- Fourth Street Towers, Inc. had collateralized their private loan with eight (8) other properties built and/or rehabilitated in earlier years with CHDO funds
- Fourth Street Towers, Inc. was struggling to meet their financial obligations with only 4 of the 17 units rented
- If the private loan went into foreclosure, the city would have been obligated to return \$1,667,000 to HUD for Legacy Terrace and the eight (8) other properties
- The City acquired Legacy Terrace in 2009 for \$1,000,000 with unanimous approval from City Council due to the HUD HOME obligations (Resolution #088-09)
- The affordability period for Legacy Terrace will end in 2027.

# Legacy Terrace

- The City contracted with the Housing Authority to manage the property (Resolution #129-09)
  - Overall operations and maintenance of the premises
  - Collection of rents
  - Leasing and renewal of existing leases
  - Comply with HOME Program rules and regulations

# Legacy Terrace Reserves

- Excess revenues over expenditures is remitted monthly by the Housing Authority and reserved for Legacy Terrace
- Balance 2009-2019 accumulated to \$323,772.95
- Major repairs in 2019 depleted the reserves to \$80,204.81
- In February 2022, repairs related to termite damage was approved by City Council per Resolution #041-22 for approximately \$91,000
- 2022 Reserves were \$95,854.88
- Actual repairs was \$135,496.
- Current reserve balance is \$112,706.15
- Funding required is \$22,789.85



# QUESTIONS



**File Attachments for Item:**

**DATE:** July 11, 2023

**TO:** Mayor and Councilors

**FROM:** Finance Department

**SUBJECT:** Advertised Bids/RFPs/RFOs

**July 12, 2023**

**Removal of Residual Ground Material & Removal and Disposal/Reuse of Large Tree Trunks (Annual Contract) – RFB No. 23-0043**

**Scope of bid**

The Consolidated Government of Columbus, Georgia (City) invites qualified contractors to submit bids to provide the following services on an “as needed” basis:

**Option 1:** Residual waste removal on an “as needed” basis, for either Pine Grove or Granite Bluff Landfill. Such ground material could be used as fuel, mulch, or some other recyclable commodity.

**Option 2:** Removal and disposal/reuse of large tree trunks on an “as needed” basis.

*The contract would be awarded to the vendor that can provide the greatest economic benefit to the City for each option.*

The contract term shall be for two years with the option to renew for three additional twelve-month periods.

**July 14, 2023**

**Automated Speed Detection for School Zone Safety Enforcement (Annual Contract) – RFP  
No. 23-0036**

**Scope of RFP**

The Columbus Consolidated Government is requesting proposals for automated speed detection for school zone safety enforcement systems and services, specifically LiDAR (Light Detection and Ranging) with ALPR (Automated License Plate Readers) functions to integrate with the existing Flock Safety system for the Columbus Police Department.

The contract term shall be for two years with the option to renew for three additional twelve-month periods.

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**File Attachments for Item:**

Referrals



# Columbus Consolidated Government ~ Council Referrals

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
1	5/30/23	Glen Davis	<p><b><u>Mayor's Summer Youth:</u></b></p> <p>Can we partner with community members and businesses to have kids or adults come in and beautify their business areas and keep the city clean?</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p>	Howard Pendleton Felecia Marshall
3	5/30/23	Glen Davis	<p><b><u>City Hall Update:</u></b></p> <p>Requests insight on carrying the operation budget. Will we be closing other buildings? He would like to see the numbers.</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p>	Pam Hodge Angelica
4	5/30/23	Judy Thomas	<p><b><u>City Hall Update:</u></b></p> <p>Councilor Thomas wants to know what the main entrance to the city hall area will be. She also would like to know if there will be deputies in the facility. Director Pruett explained that there will be several entrances.</p> <p><b><u>Response:</u></b></p>	Pam Hodge Ryan Pruett

# Columbus Consolidated Government ~ Council Referrals

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
			The matter is still under review. A response is expected soon.	
5	5/30/23	Glenn Davis	<p><b><u>Expanded Golf Cart Area:</u></b></p> <p>Councilor Davis suggests exploring how Peachtree City and other cities handle Golf Carts</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p>	Pam Hodge Donna Newman Will Johnson
7	5/30/23	Charmaine Crabb	<p><b><u>Expanded Golf Cart Areas:</u></b></p> <p>Suggest mirroring other cities and using different colors of street paint to signal drivers that Golf carts are allowed in the area. DCM Hodge advised that we can't use paint since Veterans is a federal street, but we can use signs. Councilor Crabb suggested using paint on the streets that we own.</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p>	Pam Hodge Donna Newman
8	5/30/23	Bruce Huff	<b><u>Infrastructure Update:</u></b>	Pam Hodge

# Columbus Consolidated Government ~ Council Referrals

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
			<p>Councilor Huff wants to know why GDOT isn't managing Spiderweb since it was a tiered project. DCM Hodge explained that we would manage it. He wants to be sure that we will be ready to move on this project when bids come in. Mrs. Pam informed him that it would. Councilor Huff requested that Mrs. Pam give him a call for further construction. Councilor Huff requested a timeframe for project completion. DCM Hodge advised at least two years for project completion.</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p>	
9	5/30/23	Joanne Cogle	<p><b><u>Infrastructure Update:</u></b></p> <p>Would like the council to have access to a database that will give an update on resurfacing and restriping projects. Mrs. Pam advised that we could look into the software to see if there is some sort of public-facing information.</p> <p><b><u>Response:</u></b></p> <p>Per Director Newman They are still in the training phase of the software.</p>	Pam Hodge Donna Newman
10	5/30/23	Glen Davis	<p><b><u>Infrastructure Update:</u></b></p>	Pam Hodge

# Columbus Consolidated Government ~ Council Referrals

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
			<p>Mentioned Mount Pilgrim being interested in a historic marker with the demolition of the old property to Councilor Huff.</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p>	
11	5/30/23	Glenn Davis	<p><b><u>Infrastructure Update:</u></b></p> <p>Requests a drawing of the Landscape Plan for the Diverging Diamond Project. Some of his constituents would like to save the magnolia trees and rehome them if possible. DCM Hodge said she will check into that. Would like to know if GDOT, now taking management of certain projects, would open the door to the request he made earlier. DCM Hodge advised that we now have the local Lett Agreement signed, so we can start incurring the cost and being reimbursed, which is the initial start to speed up projects.</p> <p><b><u>Response:</u></b></p> <p>Per Director Newman: Will reach out to GDOT on landscape plans.</p>	Pam Hodge Donna Newman
12	5/30/23	City Manager Hugley	<p><b><u>Infrastructure Update:</u></b></p>	Pam Hodge Donna Newman



# Columbus Consolidated Government ~ Council Referrals

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
			<p>Would like to lower the speed limit and request double fines in the Steam Mill Construction Zone.</p> <p><b><u>Response:</u></b></p> <p>Per Director Newman:</p> <p>We will get with the consultant concerning this.</p>	
13	5/30/23	Toyia Tucker	<p><b><u>Infrastructure Update:</u></b></p> <p>Wants to make sure that we can provide a buffer for improvement since school is out.</p> <p><b><u>Response:</u></b></p> <p>DCM Hodge says we will come back with an update.</p>	Pam Hodge Donna Newman
14	5/30/23	City Manager	<p><b><u>Traffic Calming:</u></b></p> <p>Suggests having an annual budget for speed tables (Create a list and determine who will wait) city Manager suggests that we bring something we can present to create a policy on how we go forward with speed tables.</p> <p><b><u>Response:</u></b></p> <p>Per Director Newman:</p>	Pam Hodge

# Columbus Consolidated Government ~ Council Referrals

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
			I am researching retrofitted speed tables (is there a new mouse trap that doesn't fail)	
15	5/30/23	Joanne Cogle	<p><b><u>Short Term Vacation Rental:</u></b></p> <p>Wants to know how long the Airbnb owner must wait when notifying the neighbors. What if the neighbor is an apartment complex, or the neighbors are renters? Director Pruett informed them that receipt of sending a certified letter will suffice. If they don't have proof of delivery, they will have to send it again. Also, a returned Certified letter will also suffice. Councilor Cogle also wants to know how we determine what properties to send letters to. Some people get them who aren't Airbnb. Director Pruett explained that we receive a detailed report from the Visitor Bureau. However, some of the listings are outdated, but we don't have the staff to confirm all 120 Short Term Vacation Rentals.</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p>	Pam Hodge Ryan Pruett
16	5/30/23	Charmaine Crabb	<p><b><u>Short-Term Vacation Rental:</u></b></p> <p>Suggests that the letter sent to owners needs to be revamped. The letter tells them that they need to comply, but there is no way to comply.</p> <p><b><u>Response:</u></b></p>	Pam Hodge Ryan Pruett

# Columbus Consolidated Government ~ Council Referrals

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
			The matter is still under review. A response is expected soon.	
17	5/30/23	Glenn Davis	<p><b><u>City Hall Update:</u></b></p> <p>Requests Director Pruett to bring a comparison of short-term rentals from other cities.</p> <p><b><u>Response:</u></b></p> <p>Director Pruett requests 60- 90 days to bring back a report on the Airbnb's that are now in compliance.</p>	Pam Hodge Ryan Pruett
18	5/30/23	Toyia Tucker	<p><b><u>Wifi at Shriley Winston:</u></b></p> <p>Concerned about Wi-Fi at Shirley Winston. DCM Goodwin informs her that it has been taken care of. She also requests that a gate be put up at Shirley B for after-hours.</p> <p><b><u>Response:</u></b></p> <p>Response: A gate and fencing at Shirley Winston will require action by city council.</p>	Lisa Goodwin Holli Browder Forrest Toelle
20	6/13/2023	Toyia Tucker	<p><b><u>Parks and Recreation Facilities Assessment:</u></b></p>	Lisa Goodwin Holli Browder

# Columbus Consolidated Government ~ Council Referrals

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
			<p>Request that Holli email the presentation she did during budget Add Delete Hearings.</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p> <p>.</p>	
21	6/13/2023	Jerry "Pop's" Barnes	<p><b><u>Parks and Recreation Facilities Assessment:</u></b></p> <p>Request that Holli and her team perform a needs assessment for all of our parks and Rec Facilities</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p> <p>.</p>	Lisa Goodwin Holli Browder
22	6/13/2023	Toyia Tucker	<p><b><u>Parks and Recreation Facilities A</u></b></p> <p>Request small group meetings with Director Browder and her team.</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p>	Lisa Goodwin Holli Browder



# Columbus Consolidated Government ~ Council Referrals

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
23	6/13/2023	Glen Davis	<p><b><u>Westville</u></b></p> <p>Request that City Manager comes back in 6 months if Westville requests more time.</p> <p><b><u>Response:</u></b></p> <p>City Manager confirmed that he will bring it back.</p>	Lisa Goodwin Holli Browder
24	6/13/2023	Councilor Tucker	<p><b><u>Outdoor Parks</u></b></p> <p>Requests update how many businesses received the ARPA grant. How much money do we have that has not been extended/assigned? The City Manager said he will take a look to see if something can be worked out.</p> <p><b><u>Response:</u></b></p> <p>The matter is still under review. A response is expected soon.</p>	Pam Hodge Angelica Alexander
25	6/13/2023			Lisa Goodwin

# Columbus Consolidated Government ~ Council Referrals

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
		Councilor Tucker	<p><b><u>Veterans</u></b></p> <p>Requests update how many businesses received the ARPA grant. How much money do we have that has not been extended/assigned? The City Manager said he will take a look to see if something can be worked out.</p> <p><b><u>Response:</u></b></p> <p>Isaiah mentioned that Metra is working on it.</p>	Rosa Evans
26	6/20/23	Councilor Tucker	<p><b><u>Work Session Agenda</u></b></p> <p>Request that Council has an area on the agenda during the Work Session Agenda in August and choose their top five items for discussion. She also suggests having a retreat with ACCG for councilors.</p> <p><b><u>Response:</u></b></p> <p>Council will advise us on this matter</p>	City Council
26	6/20/23	Councilor Tucker	<p><b><u>Overgrown Lots</u></b></p> <p>Would like to develop a plan that helps prevent overgrown lots once a property is demolished.</p>	Pam Hodge Ryan Pruett

# Columbus Consolidated Government ~ Council Referrals

Item #

Item #	Date of Request	Requested by:	Proposed Work Session Item and/or Referral	Assigned Depart.
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			<b><u>Response:</u></b> The matter is under review. A response is expected soon	
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**File Attachments for Item:**

1. RESOLUTION - A resolution excusing Councilor R. Walker Garrett from the July 11, 2023 Council Meeting.

**RESOLUTION****NO.** \_\_\_\_\_

A Resolution excusing Councilors absence.

\_\_\_\_\_  
THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES:

Pursuant to Section 3-103(6) of the Charter of Columbus, Georgia, Councilor R. Walker Garrett is hereby excused from attendance of the July 11, 2023 Council Meeting for the following reasons:

Personal Business:

\_\_\_\_\_  
Introduced at a regular meeting of the Council of Columbus, Georgia held on the 11<sup>th</sup> day of July 2023 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen	voting _____
Councilor Barnes	voting _____
Councilor Begly	voting _____
Councilor Cogle	voting _____
Councilor Crabb	voting _____
Councilor Davis	voting _____
Councilor Garrett	voting _____
Councilor Huff	voting _____
Councilor Thomas	voting _____
Councilor Tucker	voting _____

\_\_\_\_\_  
**Sandra T. Davis**  
Clerk of Council

\_\_\_\_\_  
**B. H. "Skip" Henderson, III**  
Mayor

Form revised 11-1-79, Approved by Council 11-6-79



**File Attachments for Item:**

2. Travel Authorization Request for Councilor Tyson Begly to attend the Fall 2023 Robert E. Knox, Jr. Municipal Leadership Institute.



## COLUMBUS CONSOLIDATED GOVERNMENT

P.O. Box 1340  
Columbus, Georgia 31902-1340

Item #2.

### TRAVEL AUTHORIZATION REQUEST CITY COUNCILOR

Name of Traveler / Registrant	Councilor Tyson Begly
Month of Travel	September 2023
Sponsored Organization and Conference / Training	<u>Fall 2023 Robert E. Knox, Jr. Municipal Leadership Institute</u>
Estimated Cost	<b><u>Registration</u></b> - \$850.00 <b><u>Hotel</u></b> - \$199 x 3 nights = \$597 <b><u>Reimbursable Amount</u></b> – Mileage + per diem \$438.00 <b>TOTAL <u>ESTIMATED</u> COST: \$1,885</b>
Conference/Travel Budget	Beginning Balance - \$10,000

TRAVEL POLICY- Dated: September 16, 2013, which reads in part;

*“City Councilors should submit their travel requests to the Clerk of Council. The Clerk of Council will list a request to approve travel on his/her agenda for a vote at a regular City Council meeting. All travel requests must conform to the requirements, terms and conditions of this Policy.”*

Funds are available in the FY24 Budget to cover the expenses (0101-100-1000-CNCL-6641).

In accordance with the Travel Policy and Procedures of the Columbus Consolidated Government, As the Clerk of Council, I am respectfully requesting authorization for Councilor Tyson Begly to attend the conference as listed above. Also, pursuant to Resolution No. 149-22, this request is applicable to the one reimbursable travel expense for a conference outside of Columbus, Georgia for FY 2024.

\_\_\_\_\_  
Sandra T. Davis  
Clerk of Council  
Council of Columbus, Georgia

\_\_\_\_\_  
Date

**File Attachments for Item:**

3. Email correspondence from Atty Jack Schley- Hospital Authority of Columbus requesting that the seat of Ms. Jennings Chester be declared vacant. (*Ms. Chester desires to vacate the seat once a successor is appointed.*)



We do amazing.

*"Every day of life is a blessing and a new opportunity to be a blessing to someone else."*

*(By ~ Sandra T. Davis)*

**From:** Jack P. Schley <[jschley@pagescrantom.com](mailto:jschley@pagescrantom.com)>

**Sent:** Tuesday, June 27, 2023 2:53 PM

**To:** Sandra T Davis <[Davis.Sandra@columbusga.org](mailto:Davis.Sandra@columbusga.org)>; Lindsey Mclemore <[Mclemore.Lindsey@columbusga.org](mailto:Mclemore.Lindsey@columbusga.org)>

**Subject:** [EXTERNAL] Board Seat of the Hospital Authority of Columbus

Ms. Davis,

The Board of the Hospital Authority of Columbus, Georgia requests that the seat on the Board currently occupied by Jennings Chester be declared vacant and available for nominations.

Thank you,

**JACK P. SCHLEY** | Page, Scrantom, Sprouse, Tucker & Ford, P.C.  
Synovus Centre | 1111 Bay Avenue, 3rd Floor | Columbus, Georgia 31901 (Street)  
P.O. Box 1199 | Columbus, Georgia 31902-1199 (Mailing)  
Direct: 706-243-5614 | Main: 706-324-0251 | Fax: 706-243-0417  
[jschley@pagescrantom.com](mailto:jschley@pagescrantom.com) | [www.psstf.com](http://www.psstf.com)

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CIRCULAR 230 DISCLOSURE: Pursuant to Treasury Department best practices, we inform you that, unless otherwise expressly indicated, any tax advice contained in this communication (including any attachments) is not intended or written to be used, and cannot be used, for the purpose of (i) avoiding penalties that may be imposed under the Internal Revenue Code or any other applicable tax law, or (ii) promoting, marketing or recommending to another party any transaction, arrangement, or other matter.

**File Attachments for Item:**

4. Email correspondence from Mr. Chris Poirier resigning from his District Two seat on the Community Development Advisory Council. (*Mr. Poirier has accepted an appointment to the Public Safety Advisory Commission.*)



**Sandra T Davis**

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**From:** Christopher Poirier <cgpoirier@gmail.com>  
**Sent:** Friday, June 30, 2023 11:52 AM  
**To:** Sandra T Davis  
**Cc:** Robert D Scott; Emma Kimbrel  
**Subject:** [EXTERNAL] Resignation From CDAC

Good Morning,

I write this morning to tender my resignation from the Community Development Advisory Council (CDAC) effective immediately so that I may accept appointment to the Public Safety Advisory Commission (PSAC) as required.

I have enjoyed my time and efforts with the CDAC, but as you may know my background in public safety has driven me to seek a seat on the PSAC since arriving in Columbus. At the last City Council meeting my district member saw fit to nominate me to fill the vacant seat and I was approved.

It is my understanding that though some boards allow for multiple board membership, the PSAC is not one and therefore I have to vacate my position on the CDAC at this time.

Bottom line it is all in the service to our citizens and Columbus as a whole and I am thankful to have had the opportunity to serve the CDAC and look forward to my time on the PSAC respectfully.

If anyone has any questions and/or concerns please let me know.

I hope everyone has a wonderful holiday!

--

Respectfully,

--

Christopher G. Poirier  
Cell: (919)812-2236

**File Attachments for Item:**

**5. Minutes of the following boards:**

Airport Commission, June 22, July 29, August 24, September 28, October 26, and November 16, 2022 and November 29, 2022 Special Called Meeting

Board of Tax Assessors, #21-23

Board of Water Commissioners, March 14, April 11, May 9, July 11, and November 14, 2022

Budget Review Committee, May 16, 2023

Employee Benefits Committee, April 17, 2023

Hospital Authority of Columbus, May 30, 2023

Housing Authority of Columbus, May 17, 2023

Planning Advisory Commission, May 17, 2023

**MINUTES AT THE REGULAR MEETING OF THE COLUMBUS AIRPORT  
COMMISSION HELD AT THE COLUMBUS AIRPORT  
WEDNESDAY, JUNE 22, 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. Carl Rhodes, Jr., Secretary	December 31, 2024
Ms. Dannell Marks	December 31, 2026

**Legal Counsel:** Don Morgan

**Staff Members Present:**

Anna Phillips, Administrative Coordinator  
 Danyell Barboa, HR Manager  
 Pam Knight, Director of Finance  
 Eric Rivers, Operations Supervisor  
 Andre Parker, Chief of Public Safety  
 Anthony Pugh, Hospitality Supervisor  
 Karlene Donahue, Flightways CSR  
 Demetria Kimbrough, Accounting Specialist  
 Troy Pair, Facilities Supervisor  
 Mona Mitchell, Hospitality Team Member  
 Shaundra Goodwin, Security Specialist  
 Blake Fulford, Operations Technician  
 Marshall Uphsaw Jr., Landscaping Supervisor  
 Khalfani Walker, Landscaping Technician

Others Present: Pete Novak: RS&H; Greg Russell: Pezold Air Charters;  
 Courtney Arceneaux: McFarland Johnson; Adam Nicholas: McFarland  
 Johnson; Sam Watson: CSG Intern, Auburn University; Matthew Keller

**BUSINESS OF THE MEETING**

Mr. James Barker called the June 22, 2022, Commission Meeting to order at 9:32 a.m.

Mr. Barker stated:  
 Thank you for everyone being here and to see more faces, as this whole Covid thing releases us.

**CONSIDER ADOPTION OF THE MINUTES FOR THE SPECIAL CALLED  
COMMISSION MEETING ON MAY 16, 2022 AND THE REGULARLY  
SCHEDULED COMMISSION MEETING ON MAY 25, 2022**

Mr. Barker asked if there were any questions on the minutes? There were none.

Mr. Barker asked to consider adoption of the minutes for the meetings of May 16, 2022 and May 25, 2022.

Motion by Mr. Art Guin to approve the minutes for the May 16, 2022 and May 25, 2022 Columbus Airport Commission Meetings; seconded by Mr. Carl Rhodes and unanimously approved by the Commission. Ayes: 4 / No: 0

## **DIRECTOR'S UPDATE**

### **Finance Report**

Mrs. Pam Knight presented the following report:

The Columbus Finance Department has created a draft of a conclusive financial policies and procedure manual with some basic SOPs. The draft is provided to the Columbus Airport Commission for review and recommendations. Many of the policies and procedures align with current policies and procedures. The financial manual expands upon current policies and authorization requirements. The manual is in draft form- meaning rewording and the opportunity for improvement is evident throughout the document. Having to create the manual, instead of updating a previously created manual is very labor intense, so the FY23 version is a work in progress. The Columbus Airport Finance Director would like the Columbus Airport Commission to review the draft, email recommendations Pam Knight at [pknight@flycolumbusga.com](mailto:pknight@flycolumbusga.com).

The recommendations will be added to the draft and a revised version sent prior to the next Commission meeting. The Finance Director will request the Airport Commission vote to adopt the revised financial policies and procedures manual at the next meeting. The key components of the manual which requires adoption pertains to authorizations related to banking and purchases.

### **Other Financial Reporting:**

#### **Grant Revenue and Investments**

JUN 13	FAA TREAS 310 MISC PAY RMR*IV*CSG 01C*AI* 1258021.00*1258021 .00*0.00\	\$1,258,021.00	:
2022	581095402690011	\$3,349,518.44	:

- ❖ The first bond loan payment is due June 21, 2022, for \$18,589 of which \$11,250 is applied to the principal.
- ❖ The Synovus credit card limit has officially been increased to \$70,000.
- ❖ The Finance Department is assisting with FBO and Human Resources procedures during the staffing changes.
- ❖ Additional Financial Reports are forthcoming

	April- Actual	Budget as of April	Variance
	YTD FY22	YTD FY22	
Total REVENUE:			57,650
Total EXPENSES:	6,625,978	6,568,328	28,271
NET INCOME FROM OPERATIONS BEFORE DEPRECIATION:	4,261,826	4,290,097	85,921
	2,364,152	2,278,231	

**Grant Revenue FY22 that is not designated for AIP and is applied to cover operating expenses.**

11/5/2021 CR-001748 FAA/AIP REF:WIRE

1,017,860.00

**Current Bank Balances June 22, 2022**

☆ Terminal Renovation 01013665201	Available Balance \$141,055.55	Current Balance \$141,055.55	⋮
☆ CFC 01013665227	Available Balance \$183,987.55	Current Balance \$183,987.55	⋮
☆ Operating Account-001 00001235923	Available Balance \$3,198,269.27	Current Balance \$3,198,269.27	⋮
☆ Restaurant Acct-002 00030098394	Available Balance \$125,442.24	Current Balance \$125,442.24	⋮
☆ Construction 01013665235	Available Balance \$9,072.00	Current Balance \$9,072.00	⋮
☆ Loan 165162160 Note 10 6216000010	Current Balance \$2,688,767.55	Credit Line Available \$0.00	⋮
☆ Renewal and Extension 01013665219	Available Balance \$2,193,731.25	Current Balance \$2,193,731.25	⋮

Synovus Asset Management Account as of March 31, 2022, \$908,324

Synovus Asset Management Account as of January 01, 2022, \$958,074

Mrs. Knight stated:

So, what I've done, I've sent you something rather extensive, but is going to continue to grow. A lot of the components of it doesn't really involve so much the Commission, but it just gives you an FYI of what we are doing over on the Finance team. We didn't really have like a standard operating procedure manual. We had a PDF file here and a PDF file there that you have to kind of search for, and what we want to do is kind of combine it, like how we have the employee manual. One document all together. However, I would like, in between this Commission Meeting and the next one, for you to review and maybe look at sending me some of your suggestions, whether it's rewording. I also passed this on to Ms. Anna Phillips, which she kind of smiled at, because her background is in technical writing. That's her degree, and I think it would come in handy with this and helping me with some of the wording on it.

The main thing is I want to make sure we are being compliant. One of the other reasons is with the audit coming up and they want to see these kinds of documentations, they will pull some examples to see that we are adhering to it.

This is the document that I am referring to. It starts here. These are all of the components that we have put together so far, and the first part is just the history of the airport, what makes up the Commission, and then who is on the finance team. But starting on Policy 5-P1, it says authorizations for bank account payments. We've moved a lot more towards doing ACH



payments and positive pay with checks for fraud protection, and it's easy for us to get in the habit of sometimes, like we've gotten the approval for the purchase, but we need a second approval for the payment. I want to make sure that we see those as being two different components, like we've approved the person's purchase, but then when the invoice comes in and we go into the bank, since Ms. Bernadette Zuber does that, she wouldn't set up an ACH without getting approval for that. Normally, there is a signature on the check, but since there's not a signature on that, those are things we want to make sure we are clear on how we want to handle that and the different limits on that, since we are doing that on a more regular basis and moving more towards that.

So, that's some of the things on here and then not to forget because even though it's such an easy process, and we have all of this going into place and making sure it's happening. We don't want to forget that there is a level where we would need the Commission's approval when we hit certain limits.

So, there's some parts of that we already had in place. We are going to include that in this, but there's a few things that we wanted to make sure we extinguished, like whether it was budgeted or unbudgeted. So, if it's over a certain limit, we would need the Commission. If it was budgeted, then there would be a limit. For example, if we decided to buy two trucks that wasn't in the original budget, but we had the money, it just wasn't budgeted. We want you to be thinking along the lines of what you would feel like, as the Commission, needs to be integrated into this. Because right now, if it says we would need to come to you for permission, like if we entered into a contract that is \$100,000 or more, it requires your approval. But that's a contract, and there's a thing about it that if it's one year versus two years, we have that policy. But we don't really have a distinction between if we purchase something of a certain amount, if it was not in the normal budget. It might fall within the limits where we would have to get your approval, if it was not in the budget.

So, those are some things that are in there. I just want you to see what we're working on, as the finance team. Also, policies about opening and closing bank accounts because we've moved into a digital world, where you can just go into the system and do this, but we want to make sure we aren't missing approval levels on that internally, and like closing out credit cards and opening up new credit cards and starting an account with a new vendor. Those kinds of things. So, that's what's in that document, and at the next meeting, we'll move to approve it with whatever changes you've sent between and now and what you recommend at the next meeting. So, we'll have an approved document for when the auditors come in.

Mrs. Knight stated:

The grant revenue that we talked about during the budget process...we have received that \$1,258,021.00. The last of the Covid funds, after our budget meeting, I went in and did the paperwork documentation for that, and the money is in the bank now. So, the other things we are going to be looking at and may need your guidance or suggestions on is we are starting to pay the bond payments that are due in June.

Mrs. Knight stated:

I'm kind of stretched, and my team is stretched out a little bit. I did not get the May report in. We are still trying to get the May numbers in from the FBO because I am having to get access and passwords to some sites to get reports in. But I do have some general April numbers. I focused more of my

time on, at first, on putting together the document we just went over, the standard operating procedures, because I felt like it is very important we have that going into the audit, an updated version of that.

Mrs. Knight asked if there were any questions? There were none.

### **Flightways**

Ms. Phillips provided the following report, on behalf of Ms. Amber Clark, the interim FBO Manager:

- **Fuel Volume Report:**

Flightways pumped the most fuel it has all fiscal year with a total of 131,000 gallons in May 2022. Our total volume increased by 127% compared to pre-COVID May 2019 numbers. Avgas increased 32% compared to May 2019 & Contract/Retail Jet increased by 207%, Classic Air Charter fuel uplifts increased by 31%, and airline and government fuel uplift both have increased by over 200% compared to May 2019.

### **Comparative Airport List:**

Fuel Price Comparison					DATE: 05/13/2022
Airport Identifier	Name	Jet A +	AvGas	SS100L	FBO COMPANY NAME
<b>CSG</b>		\$7.60	\$7.52	\$6.51	<b>Flightways Columbus</b>
<b>MCN</b> (478) 788-3491	Macon	\$6.99	\$6.88	\$6.38	Lowe Aviation
<b>GVL</b> (770) 532-4136	Gainesville	\$8.04	\$7.79	\$6.64	Champion Aviation
<b>GVL</b> (678) 989-2395	Gainesville	~	\$7.60	\$6.60	Lanier Flight Center
<b>HSV</b> (256) 772-9341	Huntsville	\$8.95	\$7.80	~	Signature
<b>DHN</b> (334) 983-4541	Dothan	\$7.99	\$7.51	~	Aero One Aviation
<b>ECP</b> (850) 233-4717	Panama City	\$8.77	\$8.80	~	Sheltair
<b>CHA</b> (423) 855-2299	Chattanooga	\$8.40	\$7.97	~	Wilson Air Center
<b>MDQ</b> (256) 828-1403	Dwntwn Huntsville	\$7.25	\$6.99	~	Excutive Flight Center
<b>VPC</b> (770) 382-9800	Cartersville	\$5.99	\$6.20	~	Phoenix Air
<b>FFC</b> (770) 487-2225	Falcon Field	\$6.99	\$6.29	~	Atlanta Regional Airport
<b>AVERAGE</b>		\$7.71	\$7.38	\$6.54	
<b>PIM</b> (706) 663-2083	Pine Mountain	\$5.49	\$4.99	\$4.99	
<b>EUF</b> (334) 687-2051	Eufaula	\$6.73	~	\$6.80	
<b>LGC</b> (706) 884-2121	Lagrange	\$6.06	\$6.11	\$5.81	

## Hangar Waiting List

CSG Hangar Waiting List			
Updated 5/17/22			
CSG Tenant Priority Move			
AJ Jain	5/9/2019	Single	Bonanza
Greg Auten	7/29/2019	Twin	Meridian
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	Single	Mooney
Chris Badcock	7/14/2019	Single	Cherokee
Ben Marshon	6/15/2020	Single	Bonanza
Robert Boehnlein	12/14/2020	Twin	172
Woody Gilliam	9/1/2021	Single	Piper Arrow
Single Hangar Requested			
2LT Samuel Evans	8/20/2019	Single	Silvaire 8E
Richard Bailey	10/27/2019	Single	Cherokee 180
Shannon Kay	12/3/2020	Single	Cherokee 160
Mark Lugash	9/15/2021	Single	RV 7
Shannon Franklin	11/10/2021	Single	Helicopter
Randall Terry	12/21/2021	Single	Tiger
Twin Hangar Requested			
Tim Villegas/Shroff	6/22/2020	Twin	Mirage
Nick Meyer	7/21/2021	Twin	Cessna 172
Customers Waiting To Purchase Aircraft			
Bill Buck	4/7/2016	Single	
Paul Watson	4/11/2016	Single	
Omar McCants	4/30/2018	Single	
Reed Hovie	11/19/2018	Single	
David Lewis	3/25/2019	Single	
Elijah Figueroa	10/28/2019	Single	
Daniel Holley	1/10/2020	Single	
Thomas Henegar	2/19/2020	Single	
Michael Knautz	5/20/2020	Single	
John McLemore	6/16/2020	Single	
Caroline Rimes	7/13/2020	Single	
Don Jones	9/29/2020	Single	
Jay Parker	3/11/2021	Single	
Mark Wigglesworth	6/8/2021	Single	
Kenny Fuller	8/19/2021	Single	
Suzanne Widenhouse	9/7/2021	Single	
Michael Brooks	10/22/2021	Single	
Gregory Smith	12/29/2021	Single	

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

### Human Resources

Mr. Barker stated:

For those that haven't met her, this is Mrs. Danyell Barboa. She is our new HR Director, and we are excited to have her. She is highly experienced and

has jumped right into a lot of new and exciting things here at the airport. So, thank you for that.

Mrs. Barboa provided the following report:

**Promotion:** Travis Hope, Lead Line Service Technician

**New Hires:** Danyell Barboa, HR Manager

**Terminations/Resignations:**

Michele Renfroe, FBO Manager, 05/31/2022

Monica Stone, HR Manager, 06/10/2022

Karlene Donahue, Customer Service Representative, 06/14/2022

LaTego Copeland, Line Technician. 06/22/2022

**Vacant Positions: 5**

<b>Vacancies</b>	<b>Job Title</b>	<b>Department</b>	<b>Status</b>
1	Line Service Technician (Full-Time)	Flightways/FBO	Recruiting
1	Hospitality Team Member	Hospitality	Recruiting
1	FBO Manager	Flightways/FBO	Recruiting
1	Customer Service Representative	FWC/FBO	Recruiting
1	Line Technician	Flightways/FBO	Recruiting

**Compensation**

- Awaiting approval for budget by Commission. Will work with CCG HR and Finance Team for increases to reflect 07/08/2022 paycheck

**Compliance**

- Employee Manual
- Employee with company cell phones reviewed and signed cellular phone policy

**Employee Engagement (Non-Compensation)**

- Bowling Night Out 06/08/2022
- Sam Watson, Auburn Intern 06/01/2022 -07/28/2022
- June Employee Meeting scheduled for 06/28/2022

**Recruitment**

- Firefighter – on hold
- Facilities Maintenance Technician 1- waiting on background check
- Aviation Equipment Maintenance & Line Service Technician – waiting on background check
- 1- Line Service Technician ( Full Time) – waiting on background check

**Retention**

- Developing Partnership with Columbus Technical College to develop training programs

Mrs. Barboa asked if there were any questions? There were none.

**Maintenance**

Mr. Eric Rivers provided the following report, on behalf of Mr. Daniel Thomas, Maintenance Manager:

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

- The Maintenance Department still has two openings that we are looking to fill. The Facilities Tech-1 position and the Hospitality employee position. We are doing ongoing interviews for the Hospitality positions as we are processing a person to fill the Facilities Tech-1 position.
- Our Facilities Supervisor, Troy, remains on light duty with his hurt left wrist.
- 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 and 15 roof work is about to be completed. Hangar 6 and 12 roofs are next on the list. Hangar 12 now has all new inside LED lights and emergency 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 landscaping 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. They are still doing their SIDA badging and are being escorted for now.
- The 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 up several FAA NOTAMs for this work to be done. The majority of the work will be done from 11:00 pm to 6:00 am and the airfield is FAA NOTAM Closed between that time. The FAA NOTAMs start on Wednesday, June 15, 2022, and end on June 30, 2022.

Mr. Rivers asked if there were any questions?

Mr. Barker asked how it was going working with the new contractor?

Mr. Rivers replied that he loved it.

Mr. Barker asked if they were easy to work and professional?

Mr. River responded that they were.

### **Marketing**

Ms. Phillips provided the following report, on behalf of Mrs. Sonya Overton, Marketing Director:

- We continue to work towards inspection approval and necessary documentation for the Propeller's Sky Bar. We anticipate the opening by mid to late summer. The Sky Bar will host beer, wine and prepackaged snacks not sold in the vending machines.



- The restaurant concessions RFP has been in circulation with no response. We will extend the RFP and repost in the newspaper and government website. We are working on a plan B to address food in the terminal for passengers. More to follow.
- The press release for the advertising program with Departure Media has been distributed. We will have an open house in the form of a Business After Hours in the upcoming months. Invitation coming soon.
- The Planeteria website contract is under review with legal. Once everything is approved, we will begin the build starting the first week of July.
- As we continue to promote American Airlines service, Stakeholders meetings have been scheduled for the end of the month to discuss major business travel and using CSG as the airport of choice. Our consultant will be in the market to assist in facilitating these meetings.
- Digital marketing for American Airlines will start up again July 1<sup>st</sup>. We will be marketing via Premion OTT (streaming service advertising), website advertising, social media ads, targeted video & display advertising, geo fencing and pre roll commercials to be used when we need them.
- Social media stats continue to grow across our platforms. We continue to increase our followers monthly and as of May 2022 are up by 5.35% over last year on Facebook, 12.42% on Instagram and direct queries on Google Business are up 7.9% and are projected to improve upon completion of the new website.
- We are working together with the welcome center on Williams Road as well as visit Columbus to stock information for passengers in the terminal via the kiosks. Passengers continue to gather information located near baggage claim for Georgia & Alabama maps, visitors guides and Columbus guides.

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

### **Project Coordinator**

Ms. Phillips provided the following report, on behalf of Ms. Adrian Sellers, Project Coordinator:

### **RWY 13/31**

- Trinity will be operating north of 6/24 working towards completion of Schedule A electrical work to the lighting vault and beginning operations in the Schedule B portion within the intersection of Alpha, Charlie, and Delta.
- Robinson Paving will continue placing fill to grade next week
- Trinity Electrical tied up some loose ends at the PAPI's prior to running cables from south of 6/24 to the vault.
- The contractor Axtell submitted a plan of action to Engineer and CSG for consideration of closures to enable operations north of 6/24.

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

- Worked with our team on the Master Plan to complete the #1 working paper review and submitted our findings.
- There will be an open discussion on the Master Plan held here with McFarland Johnson in the conference room on July 13th from 11 am to 1 pm to discuss with the tenant's the design issues and facility requirements.
- First DBE Consultation Meeting is open to the public and will be held on July 14th, 6 pm-7:30 pm in Layfield Conference Room.

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

### **Public Safety**

Mr. Andre Parker provided the following report:

#### **Department Operations**

- Public Safety supported the production crew for the John Travolta film Cash Out. Staff members provided security and standby fire support during the filming of special effects scenes using pyrotechnics.

#### **Training**

- Firefighter Norman Russ will graduate from the Police Academy on June 24<sup>th</sup>. We are extremely proud to add him to the list of dual certified officers.
- We will hold our next downed aircraft exercise with Columbus Fire on June 23<sup>rd</sup> here at CSG.

#### **Staff**

- Firefighter Benny Barrios has submitted his resignation and will be making a career change into the medical field. He will be truly missed, and we wish him the best in his new endeavor.
- We hope to have the vacancy filled as quickly as possible. There are a few qualified candidates for us to review.

Mr. Parker asked if there were any questions? There were none.

### **OTHER MATTERS**

Mr. Barker stated:

We have one another matter to add that wasn't on the agenda. We discussed this during the last budget meeting, but we didn't vote on this particular portion of it specifically. We need to vote to approve raises on all of the budgeted raises for moving forward.

Mr. Barker asked if anyone had any conversation involving the raises, or was the meeting sufficient?

Mr. Art Guin responded that the budget meeting was sufficient for him.

Mr. Barker asked Mrs. Dannel Marks if she has anything she wanted to add? She didn't.

Mr. Barker asked to approve the budgeted raises, as discussed in the budget meeting.

Motion by Mr. Guin to approve the budgeted raises; seconded by Mrs. Marks and unanimously approved by the Commission. Ayes: 4 / No: 0

Mr. Barker asked if anyone from the audience or the Commission side had anything to bring in other matters?

Mr. Greg Russell asked:

If you don't mind, I want to ask Mr. Rivers. Over a week ago, when we knew Aflac was going to do the filming, we kept our hangar to store the airplane there, if they needed it. So, we stopped all the roof work. Do you know when they are going to go back to doing the skylights?

Mr. Rivers responded:

No, sir. I do not. I will get with the contractor to figure that out, and from there, I can get with you to let you know when exactly that would be.

Mr. Russell stated:

I still have an airplane to get out, but I can get it out, but the lights we are going to have to talk with Edwards. They are not doing exactly what he though they would do. It's not the end of the world, but if you take the skylights out, it might get worse.

Mr. Russell thanked Mr. Rivers.

Mr. Barker asked what lights he was having issues with?

Mr. Russell stated the new ones.

Mr. Barker asked to move to a closed session.

Motion by Mrs. Marks to move to a closed session; seconded by Mr. Guin and unanimously approved by the Commission. Ayes: 4 / No: 0

Mr. Barker asked to move to an open session.

Motion by Mr. Guin to move to an open session; seconded by Mr. Rhodes and unanimously approved by the Commission. Ayes: 4 / No: 0

Mr. Barker asked to move to end the meeting.

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

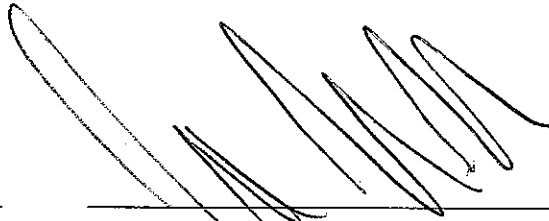
The meeting adjourned at 11:03 a.m.

APPROVED:



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Anna Phillips, Secretary



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Mr. James Barker, Chairman

**MINUTES AT THE SPECIAL CALLED MEETING OF THE COLUMBUS  
AIRPORT COMMISSION HELD AT THE COLUMBUS AIRPORT  
FRIDAY, JULY 29, 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. Don Cook, Treasurer	December 31, 2022
Mr. Carl Rhodes, Jr., Secretary	December 31, 2024
Ms. Dannell Marks, Commissioner	December 31, 2026

**Legal Counsel:** Don Morgan

**Staff Members Present:**

Anna Phillips, Administrative Coordinator  
Pam Knight, Finance Director  
Danyell Barboa, HR Manager  
Adrian Sellers, Project Coordinator  
Daniel Thomas, Maintenance Manager  
Marion Anderson, Public Safety Officer  
Anthony Pugh, Hospitality Supervisor  
Eric Rivers, Operations Supervisor  
Marshall Upshaw Jr., Landscaping Supervisor  
Troy Pair, Facilities Supervisor  
Blake Fulford, Operations Technician

Others Present:

Greg Russell: Pezold; Austin Edwards: Speedbird Aero; Brian Thompson: RS&H; Pete Novak: RS&H; Patrick Steed; Nick Smith

**BUSINESS OF THE MEETING**

Mr. James Barker called the July 29, 2022, Special Called Commission Meeting to order at 9:31 a.m.

Mr. Barker stated:

Good morning everybody for those that are in attendance. I appreciate everybody being here. This will be a short meeting to consider the approval for an airport improvement program grant 54. Ms. Phillips, will you brief us on that?

**CONSIDER APPROVAL OF AIRPORT IMPROVEMENT PROGRAM GRANT  
54**

Ms. Phillips stated:

So, I will be presenting this on behalf of Ms. Amber Clark because she wasn't able to make it today.

The Federal Aviation Administration (FAA) is allocating it's FY22 grants. The Columbus airport applied for an Airport Improvement Program (AIP) Grant to fund a design project to be completed by Holt to rehabilitate Taxiway "F".



This project will address the pavement rehabilitation along Taxiway "F" including connecting taxiways from connecting Taxiway "F1" to connection Taxiway "F" at Runway 31 end. Also associated with this project is the safety corrections to direct connections from aprons to runways; removal of Taxiway "F3"/Taxiway "D4" and relocation of Taxiway "F2"/Taxiway "D3". Per the Georgia Department of Transportation Study, 2018 Columbus Airport Pavement Management Plan, the Pavement Condition Index (PCI) for Taxiway "F" had the following rating of 38, 59, and 57. The project will also include the following miscellaneous items: site demolition, fillet corrections to latest standards, pavement rehabilitation, marking, minor grading improvements as necessary, edge lighting and signage improvements, erosion control, and grassing.

The FAA AIP 54 grant is in the amount of 230,877.00 to fund the design of the above-described project.

Ms. Clark recommends the approval of the FAA AIP 54 Grant.

Mr. Barker asked if there were any questions regarding this grant? There were none.

Mr. Barker asked to consider approval of airport improvement program grant 54.

Motion by Mr. Don Cook to approve the airport improvement program grant 54; seconded by Mr. Carl Rhodes and unanimously approved by the Commission. Ayes: 4 / No: 0

#### **OTHER MATTERS**

Mr. Barker asked:

Does anyone from the audience have anything that they would like to bring to the Commission?

Mr. Austin Edwards asked how much the contract was for the grass cutters?

Mr. Barker asked if Mr. Daniel Thomas would stand up and handle that?

Mr. Edwards stated:

They were doing a great job by the way.

Mr. Thomas answered:

I don't have the exact numbers, but if I remember all of the bids, I think it was around \$280,000.

Mr. Barker asked how many years was that for?

Mr. Thomas responded:

I believe it is two years to do all of the grass within the fence line, the retention pond, Smoke Drive, the end of Runway 13, which was cut down, and all of the hangars. They are in the process of establishing weekly hangar cuts to keep it all manicured.

Mr. Edwards asked if they were going to cut back to the fence?

Mr. Thomas answered yes, fence to fence.

Mr. Edwards asked if they were going to cut outside of the fence?

Mr. Thomas clarified it would be everything inside the fence.

Mr. Barker stated:

There was supposed to be some cut back on the other side of the fence, right at the fence line.

M. Thomas stated:

Yes, where the areas are really bad coming through the fence.

Mr. Barker stated:

You think that would affect flight safety, talking about cutting back in those areas, but mostly it's inside the fence.

Mr. Edwards stated:

I did see on the perimeter fence that it's on the outside coming through.

Mr. Thomas stated:

A lot of it is going to address the spots that are really tough to get to and wildlife habitation and where they can hide. We address a lot of situations like that.

Mr. Barker asked if that answered Mr. Edwards question? It did, and Mr. Edwards thanked Mr. Thomas.

Mr. Cook stated:

Mr. Chairman, just for clarity for the public could you just add some notes in an email and send that out to everyone? A lot of people may not understand what we are talking about and just some highlights on it.

Mr. Thomas said that he would.

Mr. Barker asked for any more questions?

Mr. Greg Russell asked:

Hey, Mr. Thomas. The guy out there doing the roofs seems to be doing a very good job. They replaced the skylights in our hangar this week, but the removal of the skylights now shows the amount of light from the new lights that were installed. The illumination is enough for a warehouse but not for something you can work on an airplane. We had to go to another building about that same size, but they had bigger lights that hang down further. I mean if you can imagine a warehouse. He may be able to adjust them. I'm not saying they're totally bad, but if we can get him out there to finish that and the pressure washing and everything? We can get Ryan, from Ryan Electric, out there to see if there's anything he can do.

Mr. Thomas responded:

Correct. So, now that the skylights have been replaced they will be pressure washing before they seal the roof. The next stage of that would be that we meet in the hangar and all of us would take a look at the lights, if adjustments are needed, we can take a look at that.

Mr. Russell stated:

I mean if somebody says you move out and we move in and they have three or four airplanes it would be hard to do maintenance in that hangar.

Mr. Barker stated:

You do need a lot of light. Cleaning especially is where it's super critical and maintenance as well.

Mr. Barker asked if there was anything else from the audience?

Mr. Edwards asked:

One more question about hangar 13. I wasn't at the masterplan meeting, so you might be repeating yourself. It got graded as an F, I saw on the report, to tear down and rebuild. I know this year there were some new bathrooms put in there. What was kind of the rationality behind that? Is there a plan to tear it down and rebuild it?

Mr. Thomas answered:

I too wasn't at the masterplan meeting. I was out. As far as I understand, it has significant history attached to that hangar, and that's what I believe—I can't speak for Ms. Clark, or anybody else—, but I believe what I know and understand. Ms. Clark would be able to clarify upon her return.

Mr. Barker responded:

Yeah, I mean the way I understand it, I don't want to speak out of turn, but I think the decision to revamp the restrooms was an independent decision prior to the knowledge of the grading that was done by and independent realtor, appraiser. So, now that we have that information that's giving us the strategic knowledge for the masterplan plan and what we want to do, as we spend money moving forward, and to be less wasteful and to try and allocate funds where they will be most valued.

Mr. Edwards remarked:

So, there is a plan set forth? I didn't see it in the PowerPoint.

Mr. Barker stated:

So, there was discussion of hangar building and strategic plans. We'll come back in thirty, sixty days now that they've have discussions from members of the GA and members of the Commission. So, now that they've heard from people who are most definitely trusted in the community, they'll take all of that information and create a refined masterplan based on the information that they got and come back to discuss it further. We will be able to be the audience for them, so please come, and then you can give feedback at that time as well.

Ms. Adrian Sellers stated that the next masterplan meeting would be August 9<sup>th</sup>.

Mr. Barked stated:

August 9<sup>th</sup> is the time. I won't be there, but I am sure everybody that does show up will be heard.

Mr. Russell emphasized:

It is a twenty-year plan, not that it would be taken down next week. It might be ten years before they decide to take it down. The money that was spent on the restrooms will be well used. At the same time, like Mr. Thomas said, Ms. Clark was going to make sure about the history. Downtown it's a big deal and in Columbus nowadays, all of the historical records.

Mr. Barker stated:

Another thing too, one of the things that gives us knowledge is that if we want to change the usage of that land plot or maybe corporate hangars for transient traffic or for maintenance that is adjacent to the FBO. We may be building T-hangars on the other side of the field, closer to where you hang out. And build more T-hangars there, so that we don't displace aircraft in the T-hangars now. Once those are done, then we can move them into appropriate hangars before we demolish anything. We don't want to displace anybody, until there is a replacement in place.

Mr. Barker asked if that answered their questions? It did. Mr. Barker asked if there were any more questions? There were none.

Mr. Barker asked to move to end the meeting.

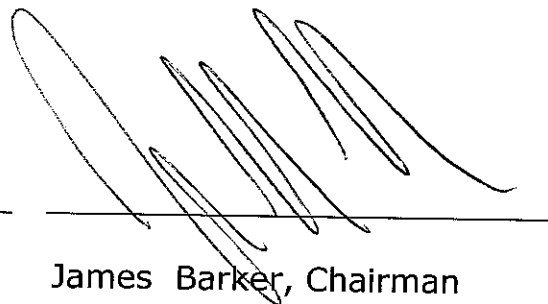
Motion by Mr. Cook to end the meeting; seconded by Mrs. Dannell Marks and unanimously approved by the Commission. Ayes: 4 / No: 0

The meeting adjourned at 9:44 a.m.

APPROVED:



Anna Phillips, Secretary



James Barker, Chairman





**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>
MCN (478) 788-3491	Macon	\$6.50	\$7.25	\$6.75	Lowe Aviation
GVL (770) 532-4136	Gainesville	\$7.04	\$7.19	\$6.38	Champion Aviation
GVL (678) 989-2395	Gainesville	~	\$7.38	\$6.38	Lanier Flight Center
HSV (256) 772-9341	Huntsville	\$8.11	\$8.66	~	Signature
DHN (334) 983-4541	Dothan	\$6.91	\$7.94	~	Aero One Aviation
ECP (850) 233-4717	Panama City	\$7.92	\$7.29	~	Sheltair
CHA (423) 855-2299	Chatanooga	\$7.48	\$7.48	~	Wilson Air Center
MDQ (256) 828-1403	Dwntwn Huntsville	\$7.22	\$6.99	~	Excutive Flight Center
VPC (770) 382-9800	Cartersville	\$5.49	\$7.49	~	Phoenix Air
FFC (770) 487-2225	Falcon Field	\$6.97	\$6.15	~	Atlanta Regional Airport
<b>AVERAGE</b>		<b>\$7.07</b>	<b>\$7.38</b>	<b>\$6.50</b>	
PIM (706) 663-2083	Pine Mountain	\$5.99	\$6.70	\$6.59	
EUF (334) 687-2051	Eufaula	\$6.97	~	\$7.75	
LGC (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	0 Twin	172
Woody Gilliam	9/1/2021	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			
			PA 30
Matthew Keller	8/11/2022	Twin	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**

<b>Vacancies</b>	<b>Job Title</b>	<b>Department</b>	<b>Status</b>
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	<b>Deputy Chief – Internal</b>	<b>Public Safety</b>	<b>Extended Job Offer</b>

**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-Builts 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 9<sup>th</sup> 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 14<sup>th</sup>, 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.

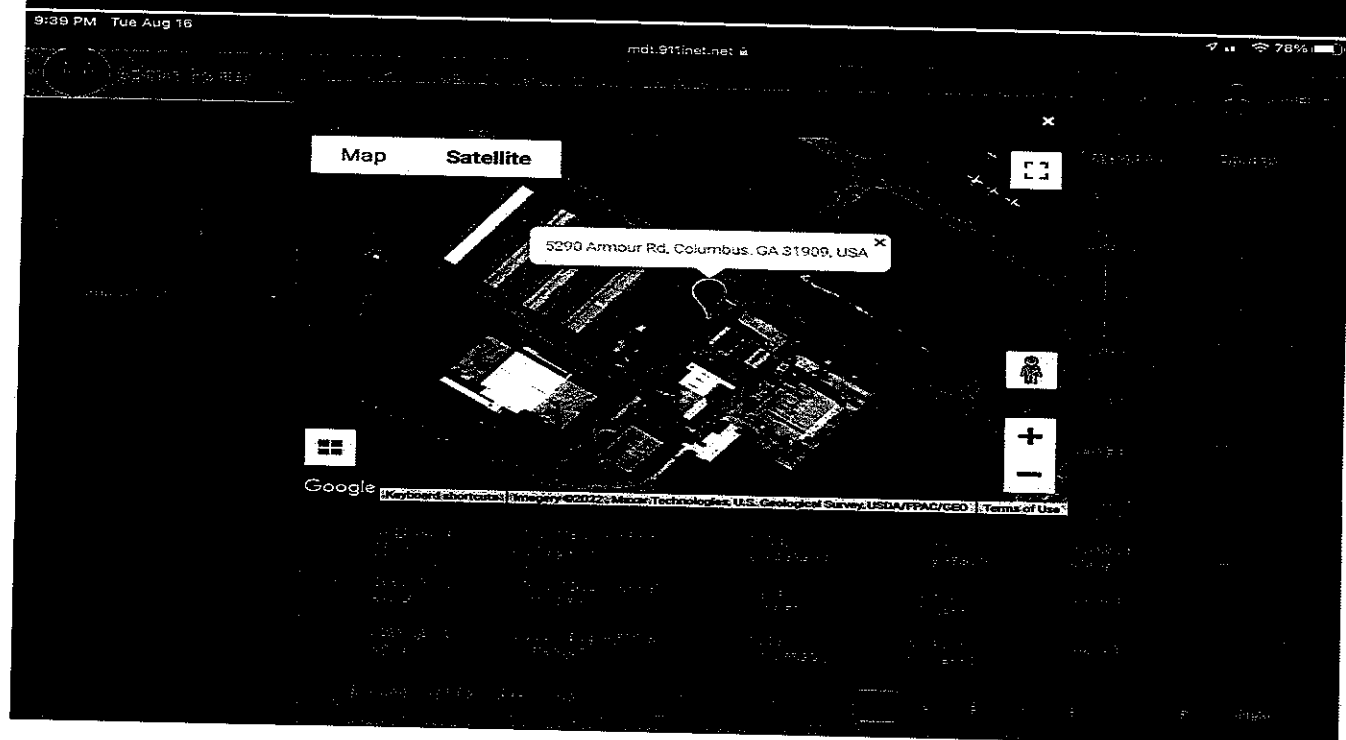
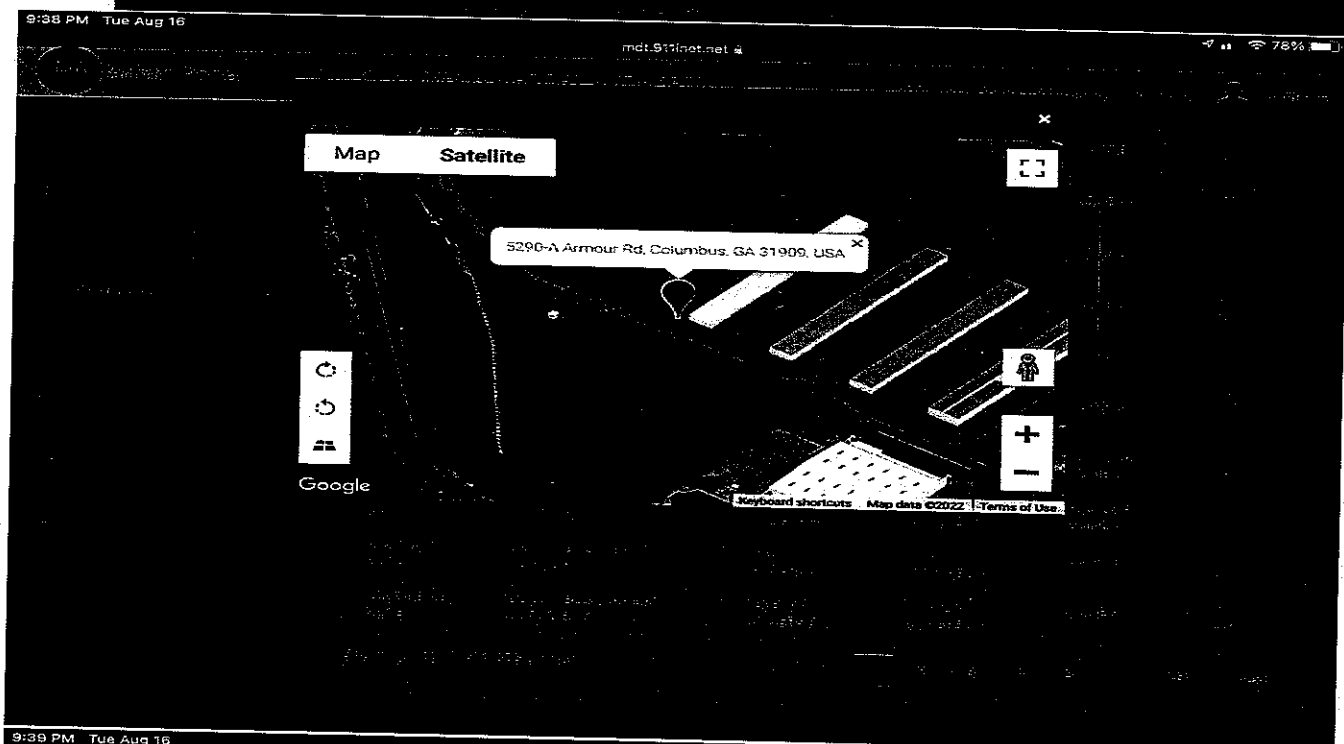
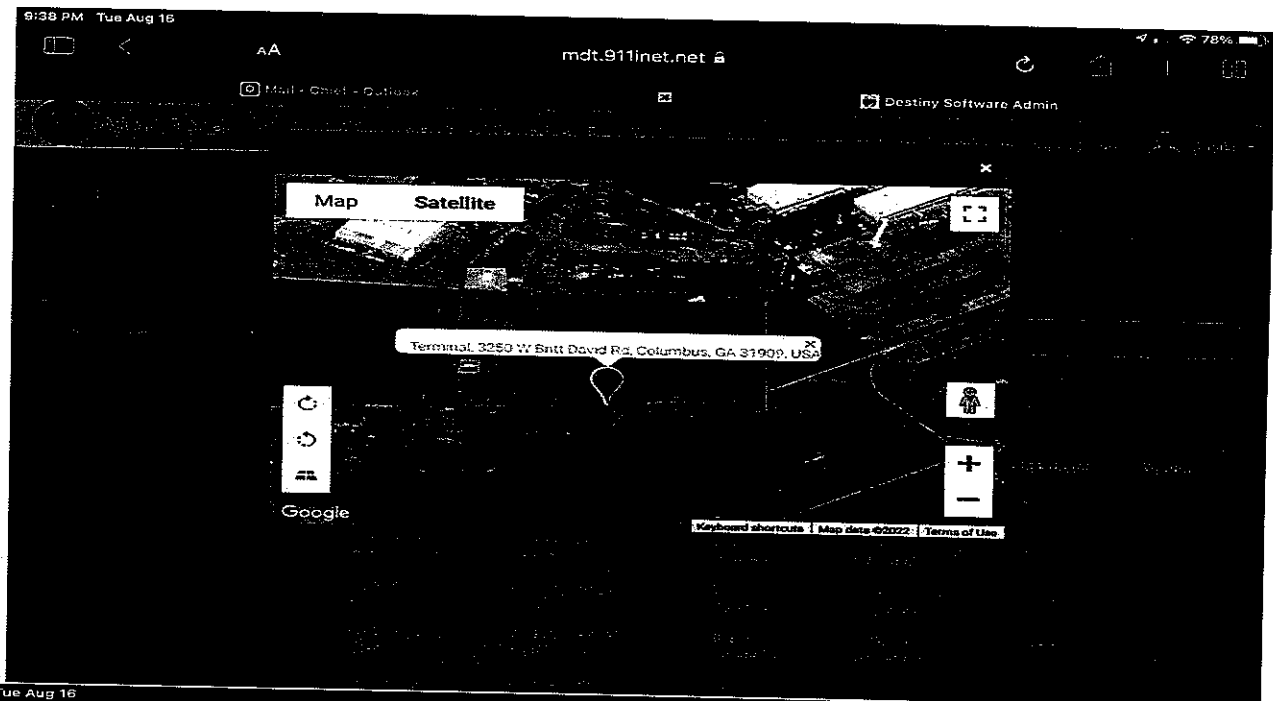
#### **Training**

- 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
<b>Revenue</b>				
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
<b>Expenses</b>				
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.

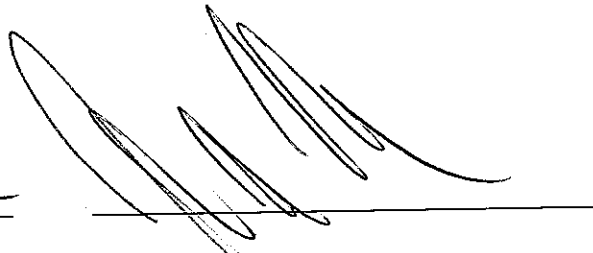
Motion by Mrs. Marks to adjourn the meeting; seconded by Mr. Cook and unanimously approved by the Commission. Ayes: 4 / No: 0

The meeting adjourned at 10:26 a.m.

APPROVED:



Anna Phillips, Secretary



James Barker, Chairman

**MINUTES AT THE REGULAR MEETING OF THE COLUMBUS AIRPORT  
COMMISSION HELD AT THE COLUMBUS AIRPORT  
WEDNESDAY, SEPTEMBER 28, 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. Don Cook, Treasurer	December 31, 2022
Mr. Carl Rhodes, Jr., Secretary	December 31, 2024
Mrs. Dannell Marks, Commissioner	December 31, 2026

**Legal Counsel:** Alston Lyle

**Staff Members Present:**

Amber Clark, C.M., Airport Director  
 Anna Phillips, Administrative Coordinator  
 Sonya Overton, Director of Marketing & Air Service Development  
 Danyell Barboa, Human Resources Manager  
 Daniel Thomas, Maintenance Manager  
 Pamela Knight, Finance Director  
 Amanda Vickers, Facility Tech 1  
 Eric Rivers, Operations Supervisor  
 Shaundra Goodwin, Airport Security Coordinator  
 Mona Mitchell, Hospitality Team Member  
 Anthony Pugh, Hospitality Supervisor  
 Randy Sok, Public Safety Officer  
 Marshall Upshaw, Jr., Landscaping Supervisor

**Others Present:**

Matthew Keller: Excel 5 LLC; Greg Russell: Pezold; Isaac Tillotson:  
 Cornerstone Benefits; Philip Thayer: Thayer-Brayer Construction; Steven  
 Voynich: Robinson, Grimes & Company

**BUSINESS OF THE MEETING**

Mr. James Barker called the September 28, 2022, Regular Commission Meeting to order at 9:35 a.m.

**CONSIDER ADOPTION OF THE MINUTES FOR THE REGULARLY  
SCHEDULED COMMISSION MEETING ON AUGUST 24, 2022**

Mr. Barker asked if there was anything that needed to be changed about the minutes? There wasn't.

Mr. Barker asked to consider the minutes for the regularly scheduled meeting on August 24, 2022.

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

**CONSIDER ADOPTION OF THE MINUTES FOR THE SPECIAL CALLED  
MEETING ON AUGUST 19, 2022**



Mr. Barker asked if there was anything that needed to be changed about the minutes? There wasn't.

Mr. Barker asked to consider the minutes for the special called meeting on August 19, 2022.

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

**CONSIDER APPROVAL FOR GDOT GRANT AP023-9000-39(215)**

Ms. Amber Clark presented:

The Georgia Department of Transportation (GDOT) is allocating it's FY22 grants. The Columbus airport applied for a State Grant to fund a project to be completed by Holt, our engineering consultant, to rehabilitate Taxiway "F".

This project will address the pavement rehabilitation along Taxiway "F" including connecting taxiways from connecting Taxiway "F1" to connection Taxiway "F" at Runway 13 end. Also associated with this project is the safety corrections to direct connections from aprons to runways; removal of Taxiway "F3"/Taxiway "D4" and relocation of Taxiway "F2"/Taxiway "D3". Per the Georgia Department of Transportation Study, 2018 Columbus Airport Pavement Management Plan, the Pavement Condition Index (PCI) for Taxiway "F" had the following rating of 38, 59, and 57. The project will also include the following miscellaneous items: site demolition, fillet corrections to latest standards, pavement rehabilitation, marking, minor grading improvements as necessary, edge lighting and signage improvements, erosion control, and grassing. The GDOT grant is in the amount of \$11,976.00 to fund the design of the above-described project.

I recommend approval of GDOT Grant.

Mr. Barker asked if there were any questions regarding this grant? There were none.

Mr. Barker asked to consider approval for the GDOT grant.

Motion by Mrs. Marks to approve the grant; 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 asked Ms. Alston Lyle to read through the bylaws.

Ms. Lyle stated:

We will go through them one by one and vote on each one.

Proposed Amendment 1 simply changes the name of the airport from "Columbus Metropolitan Airport" to "Columbus Airport."

Mr. Barker asked to approve the change of the airport's name.

Motion by Mr. Rhodes to approve the change of the airport's name; seconded by Mr. Cook and unanimously approved by the Commission. Ayes: 4 / No: 0

Ms. Lyle stated:

Proposed Amendment 2 regurgitates some of the same language from this section in the past, but there will be five members who shall serve five-year terms beginning January 1 of the calendar year after the appointment. The Commissioners shall be able eligible to succeed themselves.

Commissioners shall be appointed by the Council of Columbus, Georgia upon recommendation by the Commission. In November of each year in which a Commissioner's tenure expires, the Chairman of the Commission shall appoint a nominating committee which shall recommend qualified applicants to the Commission for subsequent recommendation to the Council of Columbus, Georgia.

For the recommendation piece of that, after deliberation and vote, the Commission shall recommend a name to the Council of Columbus, and so, if that person's name is denied, then we keep repeating this process, and it changes it from the question if it should be at least one name to only one name.

Mr. Barker asked if that was in alignment with the city, and Ms. Lyle responded that it was, and all of the changes were in line with the city's constitution.

Mr. Barker asked if there were any questions on Proposed Amendment 2? There were none.

Mr. Barker asked to approve Proposed Amendment 2.

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

Ms. Lyle stated:

Proposed Amendment 3 changes the regular meeting's time officially. The Commission will meet on the fourth Wednesday of each month at 9:30 am. Everything else stays the same regarding notice. In the past, I believe our Bylaws stated 9, and we bumped it to 9:30.

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

Mr. Barker asked to approve Proposed Amendment 3.

Motion by Mr. Rhodes to approve the proposed amendment; seconded by Mrs. Marks and unanimously approved by the Commission. Ayes: 4 / No: 0

Ms. Lyle stated:

Proposed Amendment 4 addresses meetings by teleconference and how you can participate. This is in line with the Georgia code. So, if there are circumstances that require a meeting to be held by teleconference for an emergency, we can have a Commission meeting by teleconference, as long as we provide certain notices required by Georgia law. As for the Commissioners, they may participate via teleconference, provided there is a quorum in person. However, that is limited to no more than twice in one calendar year, except if there is a doctor's note or other written excuse.

Mr. Barker asked if there were any questions?

Mr. Rhodes asked if 4.07 would kick in if the Commission couldn't meet in person, such as what happened with Covid?

Ms. Lyle answered:

If we have a physical meeting, that is when 4.07 kicks in. If it is a teleconference, then 4.07 does not apply.

Mr. Barker asked to approve Proposed Amendment 4.

Motion by Mr. Rhodes to approve the proposed amendment; seconded by Mrs. Marks and unanimously approved by the Commission. Ayes: 4 / No: 0

## **DIRECTOR'S UPDATES**

### **Finance**

Ms. Clark stated:

We will go ahead and begin with our finance report. So, I am going to ask Mr. Steven Voynich. to come up to the podium and give us a little update on our audit and some great information, in regards to our finance. Mr. Voynich is with Robinson and Grimes who is contracted to do our audit.

Mr. Voynich stated:

Thank you, Ms. Clark. We have been doing the audit here for a number of years now. We have a long relationship with the airport, and we really appreciate it. It's probably one of my favorite places to come out and audit because you're not very often provided a view like this. Not very often at all. Ms. Clark and Mrs. Pam Knight have always been hospitable and always promptly provide the documentation that we request, and that is a heavy lift. We go through everything that we can, related to and understanding the internal controls, the IT environment, as well as checking on the basic things in the financial statements, such as cash and investment accounts, the grants, specifically FAA and GDOT, and just making sure that everything you can get reimbursed for is accounted for and that you do get reimbursed.

From there, we go into preparing financial statements. So, there is a lot that goes into the financial statements, like pension and how that is related to the city and all of the disclosures linked with that. So, again, it is a heavy lift, but we do expect to have the timeline completion of this audit, and we don't expect to have any issues, and again, Ms. Clark and Mrs. Knight have been very good at getting us through all of this. So, that is my update. Mr. Voynich asked if there were any questions? There were none.

Ms. Knight stated:

These are the numbers that are being audited, so you can see. This is our trial balance. In yellow, that is the cash balances. That gives a good idea on where we are. Also, you can see the receivable balances, the total current assets. You'll see some things on here about pension. That is what Mr. Voynich was referring to. You'll see the grant receivables in there. I put the numbers in red that you want to look at, but it also gives you the total of what we have so far, and it breaks it down.

Our biggest expense being a service industry is labor, and you can see those are highlighted in red on there. After that, we break out in utilities and communications, and those run over \$500,000. You can see we have a big job of producing enough revenue to cover those basic expenditures before something major happens. You can see we've done a good job this year. On the revenue side, you can see some of the things that we've done, as far as the rental income. We've produced over \$2 million in revenue in that category, and the, on the FBO, there was almost \$3 million in revenue. On the FBO income, most of that is fuel, and most of that, except one category, is gross. So, that is before the cost of goods comes out of that.

I'll have a more official report, but at least this gives you an idea of where we're at with us being audited.

Mr. Barker asked Mrs. Knight to send a copy to Mr. Art Guin and follow up with him on any questions he may have.

Ms. Clark thanked Mrs. Knight for her report.

### **Flightways**

Ms. Clark stated:

I would like to introduce somebody. So, this is Mr. Bill Blackford. He is our Interim FBO Manager right now, but I am going to go ahead and read the report for the month, but he is here, and if you haven't met him, please do so. He has a great wealth of knowledge and has been in the industry for a very long time and has been a great asset since he's been on with us.

Mr. Blackford stated that it was a pleasure working with everyone.

Mr. Clark provided the following report:

So, Flightways pumped a total of 95,361 gallons in the month of August 2022. Our total volume remained about the same as August 2021 total gallons pumped. Avgas volume increased about 15% year over year. Total Jet remained about the same year over year. Airline uplifts remained the same, retail and contract uplifts were down slightly, however, our DOD uplift increased slightly to make up the difference.

That is all I have. The pricing and the hangar list was submitted with the report. Are there any questions?

There were no questions.

September 20th- 26th, 2022					
Comparable Airports					
Airport ID	Name	FBO	Jet A	100LL FS	100LL SS
MCN	Middle Georgia Regional	Lowe Aviation	\$6.50	\$7.25	\$6.75
GVL	Lee Gilmer Memorial	Champion	\$7.19	\$7.45	\$6.38
GVL	Lee Gilmer Memorial	Lanier	-	\$7.19	\$6.19
HSV	Huntsville International	Signature	\$8.06	\$6.86	-
DHN	Dothan Regional Airport	Aero-One Aviation	\$7.12	\$7.28	-
ECP	NW Florida Beaches Intl	Sheltair	\$8.23	\$7.69	-
CHA	Lovell Field Airport	Wilson Air Center	\$7.72	\$7.46	-
MDQ	Huntsville Executive	Executive Flight Center	\$7.10	\$6.77	-
VPC	Cartersville	Phoenix Air	\$5.49	\$6.99	-
FFC	Atlanta Regional Airport	Falcon Field	\$6.74	\$5.84	-
<b>CSG</b>	<b>Columbus Airport</b>	<b>Flightways Columbus</b>	<b>\$7.45</b>	<b>\$7.49</b>	<b>\$6.51</b>
Non-Comparable Airports-Local Market					
PIM	Pine Mountain	Harris County	\$5.99	\$6.70	\$6.59
EUF	Eufaula	County	\$4.30	-	\$4.98
LGC	LaGrange	County	\$5.46	\$6.50	\$6.20
<b>CSG</b>	<b>Columbus Airport</b>	<b>Flightways Columbus</b>	<b>\$7.45</b>	<b>\$7.49</b>	<b>\$6.51</b>



CSG Hangar Waiting List			
Updated 9/15/22			
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	Single	Mooney
Chris Badcock	7/14/2019	Single	Cherokee
Ben Marshon	6/15/2020	Single	Bonanza
Robert Boehnlein	12/14/2020	Twin	172
Woody Gilliam	9/1/2021	Single	Piper Arrow
Single Hangar Requested			
Richard Bailey	10/27/2019	Single	Cherokee 180
Mark Lugash	9/15/2021	Single	RV 7
Shannon Franklin	11/10/2021	Single	Helicopter
Twin Hangar Requested			
Matthew Keller	8/11/2022	Twin	PA 30 Comanche
Customers Waiting To Purchase Aircraft			
Paul Watson	4/11/2016	Single	
Omar McCants	4/30/2018	Single	
Reed Hovie	11/19/2018	Single	
David Lewis	3/25/2019	Single	
Elijah Figueroa	10/28/2019	Single	
Daniel Holley	1/10/2020	Single	
Thomas Henegar	2/19/2020	Single	
Michael Knautz	5/20/2020	Single	
John McLemore	6/16/2020	Single	
Caroline Rimes	7/13/2020	Single	
Don Jones	9/29/2020	Single	
Jay Parker	3/11/2021	Single	
Mark Wrigglesworth	6/8/2021	Single	
Kenny Fuller	8/19/2021	Single	
Suzanne Widenhouse	9/7/2021	Single	
Michael Brooks	10/22/2021	Single	
Gregory Smith	12/29/2021	Single	

### Human Resources

Mrs. Danyell Barboa provided the following report:

**Promotion:** Shaundra Goodwin – Airport Security Coordinator

**New Hires:** Anthony McMillian – PT- CSR  
Carmina Dubois- FT Line Service Tech./ CSR

**Terminations/Resignations:** Adrian Sellers – Project Coordinator

**Transitioned:** **NONE**

**Vacant Positions: 5**

<b>Vacancies</b>	<b>Job Title</b>	<b>Department</b>	<b>Status</b>
1	FBO Manager	Flightways/FBO	Interviewing
2	Line Service Technicians – FT	Flightways/FBO	Interviewing
1	Customer Service Representative – FT	Flightways/FBO	Interviewing
1	Public Safety Officer - Firefighter	Public Safety	Interviewing

**Compliance**

- ❖ **Employee Manual – adding additional policies**
- ❖ **Grooming, update on beards and tattoos**
- ❖ 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)**

- ❖ SFL-TAP – Creating Intern positions for transitioning soldiers. i.e Airport Ambassador
- ❖ Employees volunteering at:
  - East AL Chamber of Commerce Golf Tournament – Sept. 30, 2022
    - CSG golf team includes:
      - Corey Brown
      - Kelvin Mullins
      - Randy Sok
      - Blake Fulford
  - Annual Cookout at the CAS Hanger – Oct. 7, 2022
  - RushSouth Kayak World Cup – Oct. 7-8, 2022

**Recruitment**

- ❖ Bill Williams – Public Safety Deputy Chief - PAUSED
- ❖ Police Officer – Vincent Henderson
- ❖ Line Service Technician, PT – Jordan Creech
- ❖ Custodian, FT – Darlene Phillips

**Retention**

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

Mrs. Barboa asked if there were any questions? There were none.

**Maintenance**

Mr. Daniel Thomas provided the following report:

Good morning, everyone.

Hanger 6, 12, 14, and 15 QC Roof Check was completed with one hangar tenant showing up to be present for their hangar (Mr. Greg Russell), CSG personal, and Matthew with one of his employees with Base Line Roof Coatings Co. We had CSG Public Safety use CRASH 2 to spray water above each hangar to simulate rainfall. All of the hangar roofs passed except for one small leak in the hangar 12, which was repaired that day and then passed. I want to say thank you to Matthew, our roof contractor, for his professional roof work on these hangars and hope to keep doing business going forward. We'd also like to thank all the hangar tenants that had their roofs coated for their patience throughout this process, and to CSG Public Safety for their help with using the CRASH 2 truck during the QC inspection check.

Hangar-12 new LED lights QC check inspection has been installed. Big fans will be installed next within the hangar. I want to say that you to Mr. Greg Russell for his patience and help with these installations.

Hangar-13 had a welder contractor replace much need parts of the door tracks and door stops on sides of the hangar. This work is now completed and this hangar tenant and CSG FBO Line Techs can open and close these doors more easily.

Hangar-7-A doors are next to be worked on by the welder contractor as they are in need of repair.

The airfield construction project daytime and nighttime QC inspection was completed, and some issues were identified and passed along to the contractors to make corrections. We will try to schedule this work at night to help mitigate the day-to-day aircraft operations. NOTAMS and emails will be created and sent out as needed.

Mr. Thomas asked if there were any questions? There were none.

### **Marketing**

Mrs. Sonya Overton provided the following report:

Good morning, everyone.

We hosted our very first Business After Hours post pandemic on Thursday, September 15<sup>th</sup>. The event was well attended with over 100 attendees, not including staff, who was also in attendance. The Chamber stated that this was the largest Business Afterhours event that he had seen in a really long time. Thank you to staff who volunteered and attended this event.

The website creation is in progress. We have completed the task of our current site walkthrough and are now developing the site map that will be reviewed this week.

We continue to promote American Airlines service and the importance of using CSG. A new holiday campaign is in the works and shall begin October 1<sup>st</sup>.

The Chamber Annual Inter-city trip departed from CSG on Wednesday, September 21<sup>st</sup>. There were 96 persons in attendance. Everything went well with the morning departure and afternoon arrival. Attendees made several comments:

- I was greeted with smiling faces and helping hands.
- Best airport experience I have ever had.
- Great experience! Everyone was very helpful.
- The TSA officers were friendly.

Mr. Barker stated:

I just wanted to thank you guys. We now have an American flight to DFW, which is what the Army was asking for, and I know a lot of colleagues have been wanting an afternoon departure to Dallas. So, I just want to notate that change, and say thank you for doing that hard work to open up American Airline's ears to the community. So, great job.

### **Public Safety**

Ms. Clark provided the following report:

Interim Chief of Public Safety, Billy Mixon, started on Monday September 26<sup>th</sup>, 2022 and will be assisting our Public Safety Department until the Georgia Association of Chiefs of Police recommends a candidate for the Chief of Public Safety position.

The Amberbox live fire gunshot detection system live demo was executed on September 8<sup>th</sup>, 2022. This detection system will detect a firearm being discharged in airport facilities and notify 911 to send units out for support of the Public Safety Department. The demo was completed successfully. Other airports in attendance during this demo were Atlanta Hartsfield and Savannah Airport. The Columbus Airport is the first airport in the state of Georgia to be equipped with this technology.

Firearms training is being scheduled to occur within the next month. Training for Police and Firefighting certification standards are ongoing. We currently have one firefighter in the police academy and one officer that will be going into the firefighter academy.

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

### **Director**

Ms. Clark stated:

I am going to give a quick update on a couple of things, including our projects due to our Project Coordinator moving on to better things. So, for the RWY 13/31 project, the final punch list walkthrough was conducted on August 30, 2022. The items on the punch list are to be corrected by no later than October 10<sup>th</sup>, 2022.

For Master Plan Phase I & II, McFarland Johnson and Holt Consulting are wrapping up the first phase of the Master Plan. We anticipate the second phase to begin within the next several months once the grant funding becomes available.

For our Disadvantaged Business Enterprise Program (DBE), we conducted our Airport Concessions Disadvantaged Business Enterprises (ACDBE) Stakeholder meeting to discuss the Airports FY23-FY25 ACDBE goals on Monday September 19<sup>th</sup>, 2022.

For the Taxiway F Design, we anticipate the Taxiway F design to begin in the next several months after funding becomes available. A rehab design for portions of Runway 6/24 will be included in the Taxiway F design to address longitudinal cracking causing potential FOD on the runway. So, we have been having some issues with some cracking in 6/24. It is progressively getting a little bit worse here and there. It is nothing to be worried about at this point, but we are being proactive. So, in the sections where there are longitudinal cracking, we will be repaving those sections. Within the next year, we will be designing an entire rehabilitation for the runway, and then we will go back and construct those other pieces. So, we won't redo what we've already done, but we will reconstruct in between all of those pieces. So, we will be adding those in, and that was a conversation between our FAA inspector and the ADO who provides the funding. So, that was a great conversation. We were all out on the runway looking at, and that is a determination that we came up with and will be moving forward with.

Are there any questions on any of that?

Mr. Barker inquired about the tree work for runway 24?

Ms. Clark responded:

So, Mr. Thomas did a great job. He went out and documented all of the trees. We've discovered that quite a few are city trees, so we will be contacting the city. Some of them are on properties that we don't necessarily have easements with, so we will be working with our legal team to figure out what we need to do there, whether to just get permission from them or if we need to get an easement. Hopefully, we'll just get permission from the homeowners like we have in the past. So, once we get that, we will have the tree company to come in and take out those trees. It's about seven of them, and I say seven, but it's seven groups. So, one might be a tree, and one might be a small clump of trees, but it is about seven different locations.

We had just cleared the obstacles, and we were about to put everything back in place, before the minimums were reduced, but during our Master Plan, we had a study go and inventory all of the obstacles around the airport for our Master Plan, and so once that was done, it initiated additional obstacles that weren't previously identified. So, now we're resolving those issues, and we'll work on that very quickly.

Mr. Barker asked on the ETA of when it would be executed?

Ms. Clark answered:

It is going to depend on whether we will need to get an easement or not. If we don't, it should be relatively quick because we just get permission and get the tree company out to take care of it, but it depends on how reasonable the property owners are.

Ms. Clark stated:

The only other announcement that I wanted to make was that last month a few of us went to the National Women's Leadership Conference in Colorado, for the American Business Women's Association, and I was selected as the American Business Woman of the Year nationally at the conference. So, I just wanted to say that I am honored to represent our community and ABWA in that fashion. So, go Columbus! We'll have a billboard locally to support



that, so we are real excited about that. That is all we have for our reports today.

### **OTHER MATTERS**

Mr. Barker asked if anyone in the audience or on Zoom had any questions or other matters to address?

Mr. Matt Keller asked:

I will ask a question. For the Master Plan Phase 2, that is the GA side correct?

Ms. Clark responded:

So, when I say Phase 2, the Phase 1 is more inventory. It is kind of seeing what we have here. Phase 2 is more forecasting. So, it is going to be more determining what we want to do in the next twenty years with what we have. We are looking at what our city needs and our community, as well as our GA community. So, we will have stakeholder meetings and take all of that information to build what that forecasting will be.

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

Mr. Barker asked to adjourn the meeting.

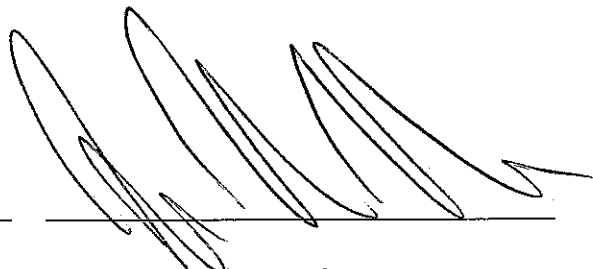
Motion by Mr. Rhodes to adjourn the meeting; seconded by Mrs. Marks and unanimously approved by the Commission. Ayes: 4 / No: 0

Meeting adjourned at 10:04 a.m.

APPROVED:



Anna Phillips, Secretary



James Barker, Chairman

**MINUTES AT THE REGULAR MEETING OF THE COLUMBUS AIRPORT  
COMMISSION HELD AT THE COLUMBUS AIRPORT  
WEDNESDAY, OCTOBER 26, 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. Carl Rhodes, Jr., Secretary	December 31, 2024
Mrs. Dannell Marks, Commissioner	December 31, 2026

**Legal Counsel:** Alston Lyle

**Staff Members Present:**

Amber Clark, C.M., Airport Director  
 Anna Phillips, Administrative Coordinator  
 Sonya Overton, Director of Marketing and Air Service Development  
 Pam Knight, Director of Finance  
 Danyell Barboa, HR Manager  
 Daniel Thomas, Maintenance Manager  
 Bill Blackford, Interim FBO Manager  
 Shaundra Goodwin, Airport Security Coordinator  
 Eric Rivers, Operations Supervisor  
 Blake Fulford, Operations Technician  
 Anthony Pugh, Hospitality Supervisor  
 Mona Mitchell, Hospitality Team Member  
 Kelvin Mullins, Public Safety Officer  
 Khalfani Walker, Landscaping Technician

Others present:

Greg Russell: Pezold; Matthew Keller: Excel 5 LLC; Cham Watkins: K & C Aviation LLC; Courtney Arceneaux: McFarland Johnson; Philip Thayer; Brian Thompson; Reed Hovie

**BUSINESS OF THE MEETING**

Mr. James Barker called the October 26, 2022, Regular Commission Meeting to order at 9:30 a.m.

**CONSIDER ADOPTION OF THE MINUTES FOR THE REGULARLY SCHEDULED COMMISSION MEETING ON SEPTEMBER 28, 2022**

Mr. Barker asked to consider adoption of the minutes for the regularly scheduled commission meeting on September 28, 2022.

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

**CONSIDER APPROVAL OF THE REORGANIZATION OF A SUB DEPARTMENT, REMOVAL OF TWO POSITIONS, AND RECLASSIFICATION OF DUTIES TO CREATE THREE POSITIONS**

Ms. Amber Clark stated:

The Columbus Airport has experienced significant growth over these last four years. This growth has stemmed from:

- Engaging with our internal/external local communities and our aviation organizations
- Investing in training and development for our team as well as promoting from within our organization
- Building new state of the art facilities and repairing older facilities
- Securing new commercial air service and increasing our General Aviation volume

Through all this growth our organization has been stretched thin, using the staffing and organizational structure of the past. Our leadership team has become overwhelmed, which in some cases can cause ineffective performance within departments.

After a SWOT analysis was completed, it was determined that a reorganization of the Hospitality Department, the removal of the Administrative Coordinator and Project Coordinator positions, and reclassification of their duties to create a Marketing Associate, Executive Assistant, and Receptionist positions would provide a better work product and opportunities for additional growth.

This information was discussed in detail in the Commission Work Session held on Friday October 7<sup>th</sup>, 2022. However, to summarize the request the proposed changes would entail:

- Move the Hospitality Department within the Marketing Department to be managed by the Director of Marketing and Air Service Development
- Create a receptionist position to provide phone answering, supply ordering, and mail distribution services to be managed by the Director of Marketing and Air Service Development.
- Create a Marketing Associate position to provide marketing research, RFP creation, DBE program management, social media and marketing content creation, event planning & marketing campaign assistance, internal project oversight and other administrative services to be managed by the Director of Marketing and Air Service Development.
- The above department/positions are a function of Customer Service and are therefore recommended to be managed by the Director of Marketing and Air Service Development who is responsible for the oversight of the customer experience.
- Create an Executive Assistant position to provide scheduling management and task completion oversight, preparation of Commission packets and record minutes, manage travel arrangements, conduct research, draft correspondence, and other administrative services to be managed by the Airport Director.
- Eliminate the Project Coordinator Position and reassign internal projects, social media content creation, event planning & marketing campaign assistance, internal project oversight to newly created Marketing Associate position. Reassign airfield project coordination to Operations Supervisor position.
- Eliminate the Administrative Coordinator Position and reassign phone answering, supply ordering, and mail distribution services to Receptionist. Reassign marketing research, RFP creation, and marketing campaign assistance to Marketing Associate position. Reassign scheduling management and task completion oversight, preparation of Commission packets and recording minutes and conducting research services to newly created Executive Assistant position.

I recommend approval of the reorganization of the Hospitality Department into the Marketing Department, the elimination of the Project Coordinator and Administrative Coordinator positions, and the creation of the Marketing Associate, Executive Assistant, and Receptionist positions.

Mr. Barker asked if there were any questions or comments?

Mrs. Dannel Marks commented:

I think it is important to note that when we do go through with this reorganization and restructuring that the Director, Ms. Clark, and team look very carefully at the salaries, how we can move money around, so that we're not really incurring a lot of additional expense. We are just taking positions and reassigning that money to newer positions where we need more. I was happy to see how careful you were with the fiscal part of this.

Mr. Art Guin stated:

I'll add to that and second that. You were very careful, and it was well thought out. I've also witnessed over my career that when that kind of stuff comes up it's like hey we've got this need, so the default is just add and create, which becomes extensive and redundant, but also thought of not only the budget but internal opportunities and didn't have to go outside. That continues to foster the employee satisfaction that you are trying to create. So, I commend you for that.

Mr. Barker asked if there were any questions from the audience? There were none.

Mr. Barker asked for a motion to consider approval for this reorganization, removal, and reclassification.

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

**CONSIDER APPROVAL FOR VERIZON WIRELESS TO MAKE MODIFICATIONS TO THEIR EQUIPMENT LOCATED ON COMMISSION PROPERTY**

Ms. Clark stated:

The Columbus Airport Commission owns a tower located at 2892 W. Britt David Road (next to Home Depot). Verizon Wireless is proposing to make a few equipment modifications to their current equipment on the tower. As Verizon did for the equipment modifications in 2020, they would like to have their preferred engineering firm perform the structural analysis on the tower for the new proposed modifications.

If approved, Verizon can have the draft lease amendment prepared by their legal team (after the structural analysis has been completed) and the draft amendment will be forwarded to our legal counsel for review and brought to the Commission for approval.

I recommend approval to move forward with the recommended process of modification.

This is a requirement to bring to the Commission's attention per the lease. Mr. Barker asked if there were any questions?

Mr. Barker asked if there were any safety concerns regarding the modifications?

Ms. Clark said there were none.

Mr. Barker asked for a motion to consider the approval for Verizon Wireless to make the modifications.

Motion by Mrs. Marks to approve the modifications; seconded by Mr. Carl Rhodes and unanimously approved by the Commission. Ayes: 4 / No: 0

## **DIRECTOR'S UPDATES**

### **Finance**

Mrs. Pam Knight presented the following update report:

Financial Report: July & August FY22

Columbus Airport Numbers:

#### **Revenue Highlights YTD August 2022**

- Passenger Facility Fee Revenue used to pay for Airport Improvement Projects is **averaging over \$25,000 per month in FY23** compared to an average of less than \$9,000 per month in FY21 and average of \$15,150 August 2021 YTD. CSG collected over \$26,000 in PFC revenue from American Airlines in the first two months of FY23. PFC revenues are also dedicated to paying down the \$3,000,000 debt on the Terminal Renovation Project.
- CSG **collected \$4,353,980 of the \$4,393,691 in grant revenue receivables from FY21** have been collected. Over \$100,000 of the grant revenue receivable collected were from 2019 & 2020. The \$356,083 in grant revenue collected July and August 2022 are revenues from FY22 in grant revenue receivable.
- **CSG Rental Income is \$41,381 better than budgeted for the first two months of FY23. Car Rental agencies' revenues are 20% better than budgeted.**
- Total 12 months of Parking Revenue FY21: \$156,702; FY22- \$435,980; FY23 July and August combined Parking Revenue is \$103,158 compared to \$43,444 total for July and August FY22.
- **Current Projected Parking Revenue for FY23 is an average of \$35,000.**
- **Most Parking Revenue, since system installed in 2017 is \$281,722 (FY19)**
- **Car Rental Passenger Fees are budgeted to average \$22,000; average as of August 2022 is over \$31,000.**

#### **CSG Financial Summary**

REVENUE YTD FY23: AUGUST 2022	YTD ACTUAL	YTD BUDGET
Total CSG LANDING & FUEL FLOWAGE CONTRACTUAL:	\$49,900	\$46,465
Total CSG RENTAL INCOME:	\$365,008	\$323,627
TOTAL CSG OTHER OPERATING INCOME	\$105,415	\$74,783
<b>FBO GROSS PROFIT:</b>	\$237,378	\$278,234
<b>TOTAL OPERATING REVENUE:</b>	\$814,113	\$781,189



Does not include PFC, CFC and Grant Revenues		

EXPENSES YTD FY23: AUGUST 2022	YTD ACTUAL	YTD BUDGET
TOTAL LABOR COSTS	\$398,320	\$468,260
GENERAL ADMIN & INS	\$51,852	\$46,074
UTILITIES & COMMUNICATION	\$99,792	\$95,882
TOTAL BUILDING/ EQUIP EXP & CONTRACTUAL SERVICES	\$101,453	\$126,819
TOTAL PROFESSIONAL FEES	\$74,697	\$58,667
TOTAL OPERATING EXPENSES	\$813,320	\$965,174

OPERATING EXPENSES ARE \$151,853 BETTER THAN BUDGETED.

Mrs. Knight asked if there were any questions? There were none.

### **Flightways**

Ms. Amber Clark gave the following update report:

- **Fuel Volume Report:**

Flightways pumped a total of 81,548 gallons in the month of September 2022. Our total volume decreased by 18% year over year. Avgas volume decreased about 11% year over year. Total Jet decreased by 19% year over year. Airline uplifts remained the same.

- **Fuel Farm Maintenance:**

The two Jet A fuel tanks have been taken out of service for the 10-year recommended maintenance. The tanks are being cleaned, repainted & tested, and the new Scully system (redundant emergency shut-off system) is being installed. We had a temporary Jet tank delivered this month to support our Jet operations until the tanks are returned to service in December.

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

### **Human Resources**

Mrs. Danyell Barboa gave the following update report:

**Promotion:**

None

**New Hires:**

Darlene Philips – FT- Custodian

Aaron Lykins – FT – Line Service Technician

Shequenta Whitten – FT Customer Service Rep.

**Terminations/Resignations:** Norman Russ – Public Safety

**Transitioned:** **NONE**

**Vacant Positions: 6**

Vacancies	Job Title	Department	Status
1	Public Safety Chief	Public Safety	MORMAC Testing Phase
1		Public Safety	Recruiting

	Public Safety Officer - Firefighter		
1	Public Safety Officer – Police	Public Safety	Recruiting
1	FBO Manager	Flightways/FBO	Interviewing
2	Line Service Technician	Flightways/FBO	Interviewing

### **Recruitment**

- ❖ Public Safety Deputy Chief – HOLD until selection of Chief
- ❖ Police Officer – Vincent Henderson - Pending

### **Compliance**

- ❖ **Employee Manual – presentation**

### **Employee Engagement (Non-Compensation)**

- ❖ Employees volunteering at:
  - Greater Columbus Fair, Thriller Thursday – Oct. 27, 2022
    - CSG volunteers are:
      - 5p-6p: Sonya & Amber
      - 6p-7p: Anna & Shaundra
      - 7p-8p: Amanda & Daniel
      - 8p-9p: Danyell & Marshall
      - 9p-10p: Khalfani & Marshall

### **Retention**

- ❖ Employee Shadowing – provides opportunity to get to know each employee and their jobs.

Mrs. Barboa asked if there were any questions? There were none.

### **Maintenance**

Mr. Daniel Thomas gave the following update report:

I would like to introduce our newest team member in the maintenance department, the hospitality division, Ms. Darlene Phillips

The Columbus Airport had its annual fire alarm system, fire sprinkler system, and fire extinguisher checked and inspected. Fuller Fire & Safety Co did the inspection.

Taxiway Foxtrot lights were repaired in-house by our airfield operations division. There were 4-inground transformers that had to be replaced as I believe the taxiway lights were struck by lightning.

Hangar 5 roof work will start at the end of October, beginning November. The skylights will be removed and replaced with metal sheets, and the roof will be coated by our roofing contractor, which did the hangars 6, 14, 15, and 12 roof work.

The Columbus Airport and the Columbus Consolidated Government are working together to remove some trees obstructing runway 06/24. These tree obstructions have raised our minimums at this time to our main runways.

Mr. Barker asked what the ETA was on the tree cutting?  
Mr. Thomas answered:

I want to say the way the progress has moved and how they have pretty much completing everything at Bush Avenue and Reed Avenue right there in that corner, I believe what they are trying to shoot for is sometime late next week to have those trees down. It all depends on their staffing and their access to the locations.

Mr. Barker asked how many locations needed trees taken care of?

Ms. Clark stated eight.

Mr. Barker asked how many the city owned, and Ms. Clark responded three.

Ms. Clark stated:

The others have been contacted via letter.

Ms. Alston Lyle added:

We tried finding phone numbers. We tried finding several for each one. They're all disconnected or going to the wrong person. So, we are sending follow up letters. It may take me and Mr. Thomas going to the door. It may take personal contact after no response from two letters. We also need to determine one tree and what property it is on.

Mr. Barker asked:

So, for the ones that we have gotten in contact with, when are those going to be done?

Ms. Clark responded that no one has responded.

Ms. Lyle stated:

There is one that responded that we are trying to figure out true ownership for.

Ms. Clark added:

That one is on the 6 end. We are really trying to get the ones on 24 taken care of immediately. We've got the contractor ready to go at any moment. So, as soon as we can clear out the notice, and I think one of those properties we do not have an easement on.

Ms. Lyle stated:

Two of the properties we have easements for. So, it is the other we do not.

Mr. Barker stated:

So, for anyone that is unclear on what's going on, we have trees that are too high penetrating the safety air space. We are trying to get those trees taken down completely, although it would probably be better for the trees to try and trim them. For long term planning, we are going to try and get them taken down, and that will bring our minimums back down. So, we are trying to get those done as quickly as possible. That's what we're looking at now, and luckily, we have been having amazing weather.

A question from the audience was asked if the trees need to be recertified that they have been removed?

Ms. Clark responded:

No, so all they need is pictures of before and after with GPS location. We have already sent pictures before, and some of them have already been cleared. So, that will be all submitted, and we should have that approved with no problem.

It was suggested from the audience that they would encourage going door to door.

Ms. Clark stated:

We have had some great response in the past and haven't really had any problems. I think we will be fine when we have these conversations face to face. I do want to give credit to the city. We had a meeting Wednesday of last week, and that Thursday they were out there cutting the trees. So, to say that they are on board and here to help is an understatement. We also had a discussion on future planning.

If you look at a picture where the trees are, they are at the end of 24. There's a section on each side of the road that is just full of trees. Those are the city right away. So, we've had a conversation that instead of going to them to keep having to cut them back, it was suggested that they just all be cut down. So, those conversations don't have to keep happening, and we are in the planning stage for how that is going to work and when they can come out there and clear the rest. They are not obstacles right now but will be obstacles in the future. So, we are planning for all of that.

Mr. Barker added that it could also reduce animal habitats, and that it may be an issue.

Ms. Clark stated:

Yeah, and I think when we clear these other five properties around Bush, Reed, and Nancy, we will probably have 95% of all the trees in that approach, so I think we will be fine once we get that done.

Mr. Thomas asked if there were any more questions? There were none.

### **Marketing**

Mrs. Sonya Overton provided the following update report:

We attended the Georgia Airports Association conference this month, where we received an award for our passenger terminal rehabilitation project in recognition of the 2022 Commercial Service Airport Project of the Year. We will have that display in the terminal.

We attended the World Routes/TakeOff Air Service Development conference where we spoke with American Airlines and other airlines about air service in Columbus. American is pleased with our efforts and marketing and has told us to keep up the good work, however, be mindful that we still have our work ahead of us to secure American to this market.

We met with other airlines at the conference with positive feedback. We will work to get the airlines the information that they are requesting from the Columbus market.

We met with the Department of Transportation who congratulated us on the American service and spoke to us about the SCASD grant and the deadline for the community share. We will continue to work towards that effort.

Mrs. Overton asked if there were any questions?

Mr. Barker congratulated the airport for the award.

A question from the audience was asked if the airport does any marketing in areas like Eufaula?

Mrs. Overton answered:

So, we are in the process, after speaking with American, we are doing commercials and doing digital marketing. We are doing a holiday campaign. We are now casting our nets to the Auburn market. That is low hanging fruit, we like to say, as well as making sure we have a presence on Fort Benning. We are going to start going back to the weekly new members orientation where we get to have face to face experience with soldiers and their families there, and Opelika. We have billboards going up in Phenix City in November and December, as well as some billboards up now in Columbus pushing the holiday campaign.

This is a commercial that is actually currently playing now on TV. It will be airing on Freeform and three other cable channels, as well as WRBL starting to air this commercial next week.

We played that to American, and they smiled very happily. They loved the commercial and said it was very, very good. They enjoyed it. So, the conference did go well. It went better than what we had anticipated. It takes time for air service development, but hopefully soon we will be able to introduce another airline into the market.

Mrs. Marks asked:

Does the advertisement have the ability to pull out the American piece and put Delta in or another airline?

Mrs. Overton responded:

Yes, and that was intentional. We wanted to make sure that the focus was on our hometown airport, especially for our community, but we also wanted to make sure that American understood that we are pushing this product because they are new to this community. We do under the grant have a responsibility to promote the new service for two years. We are a year and several months, which is very great for us as we continue to monitor passenger loads. So, yes, that commercial, if anything changes, they can take out stuff and put other stuff in. It is very relevant, especially after we have won our award from the Georgia Airports Association, that we are proud to show that terminal in any way that we can. We hope the community will come out and enjoy the new amenities, as we work on the next phase, which is concessions.

Mr. Barker stated:

Mr. Clark told me that we have gotten better than 80% going to Dallas. We are really close getting to Charlotte. We are about 72%. To keep going to Dallas and keep it above 80% is important. We are pushing really hard, and the schedule coordinator for American is seriously considering adding a



morning flight to Dallas, so that you can get to Dallas and be back in the afternoon the same day. So, tell your friends, tell your neighbors to use Dallas as much as possible and Charlotte, especially Dallas though so we can get two flights going out for it. Being able to load those soldiers out coming from Benning has been a crucial part of getting that passenger load up, and our departure times have been very good. It is wonderful, and kudos to Ms. Clark and Mrs. Overton for making the connections with Army and conveying Army's desires to American. That's the reason why we are doing so well because of their communication. So, awesome job.

Mrs. Overton stated:

One more quick thing, so we are working on Charlotte. The conversation that we had with American is that we push D.C. and New York. We are talking to Fort Benning about the military base that they have on the east, so we are planning to have a meeting with Fort Benning as well as American and kind of get them together, so they can address the needs of the military in order to fill that Charlotte route.

Ms. Clark added:

We need to get Charlotte into the mid-80s.

Mrs. Overton stated:

The grant is for Charlotte. Dallas is just great luck.

Mrs. Overton asked if there are any other questions? There were none.

### **Public Safety**

Ms. Clark gave the following update report on behalf of Chief:

#### **Department Operations**

- The Public Safety Department is updating the Department's application process to include direct contact with previous employers and review of personnel files from previous employers.
- The nuisance Wildlife Permit was found to be expired. A new permit was acquired that expires in Dec of 2023. As a safety precaution, civilian names were removed until policy on firearms training qualifications for civilians can be identified and approved.
- Equipment inventories have been conducted to confirm who has been issued what equipment and its condition.
- He has facilitated a donation (no cost to the airport) from the Ft. Benning Fire Department 20 sets of proximity suits and boots. All of the proximity suits are new. The boots are used, and some have expired. We are conducting an inventory of current firefighter gear and its expiration dates/condition. Those that are not usable will be repurposed for training or disposal.
- Ropes were identified as a missing item during the Fire inspection. Those have been ordered.
- The Chief's Office is being cleaned and an inventory of stored equipment and ammunition ongoing. New duty ammo will need to be ordered to replace the old ammo carried by PSOs.

- There are multiple old CPUs (computers) stored in various offices and the crash station with no use. An action plan has been initiated to scrub the hard drives of each and cleared for disposal. A-Com will be contacted for completion.
- The gray Dodge Ram utilized by the Columbus Airport Commission was an undercover DEA truck that was donated. A search is being conducted for proper transfer paperwork on this transaction. No records have been found as of this date. Sources in the DEA and FBI indicate that a Federal Court order will be needed for the tag office to issue a title which will clear the pathway for disposal. Legal assistance will be needed.
- A new gun safe with keypad access has been ordered. Current storage of patrol rifles, shotguns, and unissued firearms has been discovered to be ineffective. The safe will provide controlled access and security.
- A need for additional card access points have been identified to restrict access to the Crash Station and private areas for staff (dorm rooms). A visitor log will be created to document unauthorized visitors.

Ms. Clark asked if there were any questions?

Mr. Barker stated:

I was reached out to by a couple of different corporations, both in August and September, about our dove issue. There were a lot of doves on the field, and just leading into the future, we need to come up with a strategy to mitigate that. There were a lot of bird strikes. They're not critical to the aircraft because they're so small, but it definitely causes some additional issues. Are we going to do anything about that?

Ms. Clark responded:

I am glad that you brought that up. We are actually going to have a wildlife meeting scheduled in the early of next month, and it will be between our operations department and our public safety department to discuss our emergency wildlife plan that we have in place and to ensure that we are actually following that plan. So, another thing about wildlife is that there are actually four steps: education, mitigation, irritation, and eradication. We are really good at knowing what we have here. I think the next step that we need to look at is are we mitigating everything that we should be according to our plan? If we are, are we missing things in our plan? Once we have a good plan in place, or at least a good idea, we will bring tenants in for additional feedback and then we will make any edits to our plan as needed and we will follow that plan. Of course, we do have means of eradication and irritation. If we are mitigating and still having issues, then we just need to up the irritation part, and obviously if that doesn't work then we go to the last step which is eradication. It's just circling back on that plan and making sure it is the right plan and that we are following that.

Mr. Barker added:

I heard about a system that uses cameras that detect small objects, small birds, and uses lasers as an irritant, and it basically something that you put on high a location on the airfield and basically designate on the camera system where it needs to work and then it will target those objects as

needed whenever they come onto that safety area. So, that might be something to pursue.

Ms. Clark asked if there were any other questions? There were none.

### **OTHER MATTERS**

Mr. Barker asked if anyone from the audience or staff would like to bring something to the table?

A member from the audience commended the linemen and the training that has been done and commented that the service was good.

Mr. Barker asked if anyone else had anything? They didn't.

Mr. Barker stated:

I want to thank everyone for coming and hope everyone has a good Halloween.

Due to the next meeting being scheduled during the week of Thanksgiving, we are posing to move November's meeting to the Wednesday the 16<sup>th</sup> at 9:30 in the morning.

Mr. Barker asked for a motion to make that change.

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

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

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

The meeting adjourned at 10:19 a.m.

APPROVED:



Anna Phillips, Secretary



James Barker, Chairman

**MINUTES AT THE REGULAR MEETING OF THE COLUMBUS AIRPORT  
COMMISSION HELD AT THE COLUMBUS AIRPORT  
WEDNESDAY, NOVEMBER 16, 2022**

The following commission members were present for the entire meeting:

**NAME**

**EXPIRES**

Mr. James Barker, Chairman	December 31, 2023
Mr. Art Guin, Vice Chairman	December 31, 2025
Mr. Carl Rhodes, Jr., Secretary	December 31, 2024

**Legal Counsel:** Alston Lyle

**Staff Members Present:**

Amber Clark, C.M., Airport Director  
 Bill Blackford, Interim FBO Manager  
 Billy Nixon, Interim Chief of Public Safety  
 Anthony Pugh, Hospitality Supervisor  
 Brett Farmer, Financial Analyst  
 Danyell Barboa, HR Manager  
 Sonya Overton, Director of Marketing and Air Service Development  
 Daniel Thomas, Sr., Maintenance Manager  
 Blake Fulford, Operations Technician  
 Anna Phillips, Marketing Associate  
 Eric Rivers, Operations Supervisor  
 Khalfani Walker, Landscaping Technician  
 Mona Mitchell, Hospitality Team Member  
 Marshall Upshaw, Jr., Landscaping Supervisor  
 Shaundra Goodwin, Airport Security Coordinator

Others present:

Philip Thayer; Brian Thompson; Dee Carr

**BUSINESS OF THE MEETING**

Mr. James Barker called the November 16, 2022, Regular Commission Meeting to order at 9:30 a.m.

**CONSIDER ADOPTION OF THE MINUTES FOR THE REGULARLY  
SCHEDULED COMMISSION MEETING ON OCTOBER 26, 2022**

Mr. Barker asked to consider adoption of the minutes for the regularly scheduled commission meeting on October 26, 2022.

Motion by Mr. Guin to approve the minutes, seconded by Mr. Rhodes and unanimously approved by the Commission. Ayes: 3 No: 0

## **DIRECTOR'S UPDATES**

### **Finance**

Mrs. Pam Knight presented the following report:

Financial Report: September FY22

Columbus Airport Numbers:

#### **Revenue Highlights YTD September 2022**

- Passenger Facility Fee Revenue used to pay for Airport Improvement Projects is **averaging over \$26,500 per month in FY23** compared to an average of less than \$16,000 per the 1<sup>st</sup> QTR of FY22. PFC revenue collected in September 2022 exceeded \$29,000. CSG has collected over \$43,000 in PFC revenue from American Airlines in the 1<sup>st</sup> quarter of FY23. PFC revenues are also dedicated to paying down the \$2,650,000 debt from the Terminal Renovation Project.
- **CSG has collected over \$475,000 in grant revenues earned between FY22-23 as of September 2022.** The collected grant revenues are reimbursements for FAA and GDOT funded projects.
- **CSG has earned over \$545,000 in rental income for the 1<sup>st</sup> QTR of FY23, as compared to the budgeted rental income of \$485,000.** CSG Rental Income is \$62,000 better than budgeted for the first QTR of FY23. As of September 2022, YTD- Car Rental agencies' revenues are over \$55,000 better than budgeted and over \$50,000 better than actual Car Rental agencies' revenues 1<sup>st</sup> QTR FY22.
- Total 12 months of Parking Revenue comparable numbers **FY21: \$156,702 and FY22- \$435,980; FY23 July - September Parking Revenue is \$150,700** compared to \$105,000 budgeted and actual 1<sup>st</sup> QTR FY22 of \$72,100. **Most Annual Parking Revenue, since system installed in 2017 is \$281,722 (FY19)**
- **Current Projected Parking Revenue for FY23 is an average of \$50,000 compared to FY22- \$36,300**
- **Car Rental Passenger Fees are budgeted to average \$22,000; average as of September 2022 is over \$31,000.**

#### **CSG Financial Summary**

REVENUE YTD FY23: SEPTEMBER 2022	YTD ACTUAL	YTD BUDGET
Total CSG LANDING & FUEL FLOWAGE CONTRACTUAL: (Corporate flights BTB)	\$81,000	\$69,700
Total CSG RENTAL INCOME:	\$547,700	\$485,400
TOTAL CSG OTHER OPERATING INCOME	\$153,200	\$112,200
<b>FBO GROSS PROFIT FUEL SALES:</b>	\$309,300	\$349,800
<b>TOTAL OPERATING REVENUE:</b>	\$1,091,200	\$1,017,100

\$74,100 BTB Y-T-D: CFC and Grant Revenues	Does not include PFC,	

EXPENSES YTD FY23: SEPTEMBER 2022	YTD ACTUAL	YTD BUDGET
TOTAL LABOR COSTS	\$662,700	\$702,400
GENERAL ADMIN & INS	\$117,800	\$118,000
UTILITIES & COMMUNICATION	\$143,900	\$143,800
TOTAL BUILDING/ EQUIP EXP & CONTRACTUAL SERVICES & SUPLIES	\$165,500	\$210,000
TOTAL PROFESSIONAL FEES	\$97,200	\$88,000
CREDIT CARD/ MERCHANT FEES	\$23,300	\$23,800
TOTAL TRAVEL & EDUCATION	\$34,500	\$27,400
TOTAL OPERATING EXPENSES	\$1,244,900	\$1,313,400

OPERATING EXPENSES ARE \$68,500 BETTER THAN BUDGETED.

*DOES NOT INCLUDE COGS FUEL NETTED OUT OF FBO FUEL SALES*

*DOES NOT INCLUDE DEPRECIATION, AMORTIZATION, AND NON-OPERATING REVENUES*

CSG is financially over \$142,600 BTB Y-T-D as of September 2022- as presented from reported operational revenues and expenses.

Mrs. Knight stated that they were hoping that the audit would be done for this meeting, but it is not because of the Thanksgiving holiday making the meeting earlier than normal and them being short staffed. They must have the audit by November 30, 2022. We will have to have a special called meeting to discuss the audit and get it approved by the Commission.

Mrs. Knight stated that she flew on American Airlines, and she was chatting with several people and found out that two people flew yesterday. One girl flew to New York for a job interview and the other was a guy that was a subcontractor for UPS and had to check out a warehouse. They both said that it was so great that they could leave that morning and be back in the evening to be with their family. Several people said that they really enjoy flying this way. It was nice to hear that people are taking advantage of the service and that they are enjoying it.

Ms. Clark asked if there were any questions?

Mr. Guin asked if there were any concerns from Mrs. Knight about where we are headed financially?

Mrs. Knight said that she does not see any concerns and that the only recommendation that she does have would be to maybe have a budget committee that meets before either quarterly with everybody or maybe just two people so that we can discuss things because she takes up a lot of time going over the report. She stated that we have a lot coming up financially on



the table and a lot of things to tackle and it may not be something we need to do at these meetings.

Mr. Guin stated that he liked that suggestion.

### **Flightways**

Ms. Clark gave the following update report:

- **Fuel Volume Report:**

Flightways pumped a total of 100,249 gallons in the month of October 2022. Our total volume decreased slightly from October 2021. However, we have increased by 60% from pre-COVID numbers. Avgas volume decreased by about 14% year over year. Total Jet remained about the same year over year. Airline uplifts decreased by 14%, Justice, contract, and government uplifts were up moderately, however our retail jet uplifts were down moderately.

- **Staffing Issues:**

Flightways is continuing to struggle with short staffing. Our HR Manager and FBO Management are working very hard to fill the open vacancies.

- **Governor Kemp's Visit:**

Monday November the 7<sup>th</sup> Governor Kemp hosted a press conference in the Flightways lobby. It was an honor to host the Governor and operations proceeded smoothly.

November 8th, 2022					
Comparable Airports					
Airport ID	Name	FBO	Jet A	100LL FS	100LL SS
MCN	Middle Georgia Regional	Lowe Aviation	\$6.50	\$6.95	\$6.45
GVL	Lee Gilmer Memorial	Champion	\$7.20	\$7.19	\$6.19
GVL	Lee Gilmer Memorial	Lanier	-	\$7.19	\$6.19
HSV	Huntsville International	Signature	\$8.11	\$6.87	-
DHN	Dothan Regional Airport	Aero-One Aviation	\$7.38	\$7.28	-
ECP	NW Florida Beaches Intl	Sheltair	\$8.36	\$8.06	-
CHA	Lovell Field Airport	Wilson Air Center	\$7.75	\$7.70	-
MDQ	Huntsville Executive	Executive Flight Center	\$7.15	\$6.71	-
VPC	Cartersville	Phoenix Air	\$5.49	\$6.99	-
FFC	Atlanta Regional Airport	Falcon Field	\$7.46	\$5.34	-
CSG	Columbus Airport	Flightways Columbus	\$7.21	\$7.60	\$6.50
		Average	\$7.27	\$7.03	\$6.28
			-1%	8%	4%

CSG Hangar Waiting List			
Updated 9/15/22			
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	Single	Mooney
Chris Badcock	7/14/2019	Single	Cherokee
Ben Marshton	6/15/2020	Single	Bonanza
Robert Boehnlein	12/14/2020	Twin	172
Woody Gilliam	9/1/2021	Single	Piper Arrow
Single Hangar Requested			
Richard Bailey	10/27/2019	Single	Cherokee 180
Mark Lugash	9/15/2021	Single	RV 7
Shannon Franklin	11/10/2021	Single	Helicopter
Twin Hangar Requested			
Matthew Keller	8/11/2022	Twin	PA 30 Comanche
Customers Waiting To Purchase Aircraft			
Paul Watson	4/11/2016	Single	
Omar McCants	4/30/2018	Single	
Reed Hovie	11/19/2018	Single	
David Lewis	3/25/2019	Single	
Elijah Figueroa	10/28/2019	Single	
Daniel Holley	1/10/2020	Single	
Thomas Henegar	2/19/2020	Single	
Michael Knautz	5/20/2020	Single	
John McLemore	6/16/2020	Single	
Caroline Rimes	7/13/2020	Single	
Don Jones	9/29/2020	Single	
Jay Parker	3/11/2021	Single	
Mark Wrigglesworth	6/8/2021	Single	
Kenny Fuller	8/19/2021	Single	
Suzanne Widenhouse	9/7/2021	Single	
Michael Brooks	10/22/2021	Single	
Gregory Smith	12/29/2021	Single	

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

### **Human Resources**

Mrs. Danyell Barboa gave the following update report:

**Promotion:** Anna Phillips – Marketing Associate

**New Hires:** Vincent Henderson – Police Officer  
Cody Davenport – FBO Manager  
Maggie Turnham – Executive Assistant  
Brett Farmer – Financial Analyst

**Terminations/Resignations:** Stephon Green – FT Line Service Technician

Kaeleib Patterson – PT Line Service Technician  
 Shequenta Whitten – FT Customer Service Rep.  
 Anthony McMillian – PT Customer Service Rep.

**Transitioned:** **NONE**

**Vacant Positions: 9**

<b>Vacancies</b>	<b>Job Title</b>	<b>Department</b>	<b>Status</b>
1	Public Safety Chief	Public Safety	MORMAC Testing Phase
1	Public Safety Officer – Firefighter	Public Safety	Recruiting
1	Public Safety Officer – Dual	Public Safety	Recruiting
1	Line Service Technician - FT	Flightways/FBO	Recruiting
3	Line Service Technician - PT	Flightways/FBO	Interviewing
1	Customer Service Rep	Flightways/FBO	Recruiting

**Recruitment**

- ❖ Public Safety Deputy Chief – HOLD - until selection of Chief

**Compliance**

- ❖ Employee Manual – working on final adjustments to include updated laws and regulations.

**Employee Engagement (Non-Compensation)**

- ❖ CSG Costume Contest
  - Had eight employees to participate in the contest
    - Ea. contestant earned movie tickets
    - Employee with the most votes win 8 hrs. of PERK time.
- ❖ Monthly Airport Team Meeting – Friday, November 18, 2022, from 12:00 – 1:00
  - Will host Thanksgiving Dinner for employees.

**Retention**

Mrs. Barboa asked if there were any questions?

Mr. Guin asked what costume won?

Mrs. Barboa stated that she dressed up as a Star Wars character and she won.

Ms. Clark stated that people dressed up in a robe and curlers, a box of crayons, Morticia, and a Walkman. She stated that we had a lot of good participants.

**Maintenance**

Mr. Daniel Thomas gave the following update report:

**Good morning, everybody.**

- **Hangar 5 roof work began at the beginning of November and was completed or close to being completed by the time this report is read. The skylight panels were removed and replaced with metal sheets, then coated by our roofing contractor. The next step will be to QC the roof work.**
- **We are installing three new bright LED ceiling lights and an additional power receptacle outlet in all hangar five bays. We are starting with hangar five and then moving on to other hangars. Most of the hangar bays were made ready for the roof work, allowing us to work without aircraft being present. I want to say thank you to everyone for working together to help find ways to improve our hangars.**
- **Trinity airfield electrician's contractor came out to finish some airfield project punch list items and repaired some airfield issues.**
- **I want to thank the Columbus Consolidated Government for their hard work and quick response on removing the trees obstructing our runway 24 approach. This will be an ongoing project as we have just learned that more trees will need to be removed. I want to send a special thank you to the Columbus Consolidated Government offices and personnel working on this project.**
  - The City Mayors office personnel
  - The City Mangers office personnel
  - Durale Short, Director of the Public Works Department
  - Michelle Brown-Mngr, Deputy Director Public Works Department
  - Tommy Beauchamp, Rainwater Division Manager
  - Glenn Strickland, Rainwater Supervisor
  - Gerald Fuller, Rainwater Equipment Operator
  - Andrew Lundsford, Rainwater Equipment Operator
  - Brandon Hatcher, Public Works GIS Supervisor
  - Corey Jacobs, Public Works GIS Technician
  - Terry Evans, Forestry Crew Supervisor
  - Matt McLain, Forestry Crew Leader
  - Joe Fitzpatrick, Forestry Tree Trimmer I
  - John Newsome, Forestry Equipment Operator
  - Eric Williams, Forestry Equipment Operator
  - Eric Gansauer, Forestry Administrator

Mr. Thomas asked if there were any questions? There were none.

Mr. Barker thanked Mr. Thomas for working diligently on everything.

### **Marketing**

Mrs. Sonya Overton gave the following update report:

- The website creation is in progress. We have completed our current site walkthrough and are now developing the wireframes and look of the pages that will be reviewed this week.
- We continue to promote American Airlines service and the importance of using CSG. A new holiday campaign is running. Billboards are up in the Columbus and Phenix City areas.

- We continue to work on the community share for the SCASD grant and will continue to schedule meetings to meet with community leaders to obtain what is needed.
- The hospitality transition is going well. We are currently focusing on current processes and procedures, inventory, and budget.

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

### **Public Safety**

Interim Chief Billy Nixon gave the following update report:

#### **Department Operations**

- The Public Safety Department is updating the Department's application process and expects to follow CALEA Standards (Commission on Accreditation for Law Enforcement Agencies). These are the highest standards in the industry.
- I have reviewed current applications for the Chief's position and submitted recommendations to Director Clark.
- A review of names on the Nuisance Wildlife permit is being conducted as a result of requests from AP staff. The main concern is allowing the use of firearms by personnel that have limited or no formal training with firearms; this is under review for specific standards.
- Equipment inventories have been completed and an Equipment Issue Form has been created, noted, and signed by the employee. This includes confirmation of firearms serial numbers. This will be edited as equipment is aged off or newly issued.
- A review of current PS staff indicates that there is no one standard for uniforms to include patch placement. I am leaving it up to the new Chief to decide what he/she wants to do about new uniforms.
- There are multiple old CPUs (computers) stored in various offices and the crash station with no use. An action plan has been initiated to scrub the hard drives of each and cleared for disposal. A-Com will be contacted for completion.
- We are working on the compressor motor for Crash 2. We have one from a maintenance company and our team is in the process of fixing that issue. Crash 1 has had some battery and oil issues that our maintenance team has diligently been working on. A review of the tires for Crash 1 show dry rot and an immediate need for new tires. I am reviewing the possibility of swapping the tires with the inactive, red firetruck. This will incur an immediate cost but will solve the immediate issue until a disposition on the 3<sup>rd</sup> truck is made.

#### **Training**

- Officer Cato has re-enrolled in the Basic Certification Course. Academic performance is subpar-minimal. Academy staff are working with him
- All but one LEOs have completed their 20 hrs. of mandatory annual POST training. The one officer is a part-time officer and should have

his hrs. complete by the end of the year due to his fulltime schedule. Firearms requalification will be completed by Dec. 10.

- Contact has been made with the Columbus Fire Dept. regarding a firefighter checklist to be performed at the start of every shift. Scheduling has been an issue in completing but should be in place by the next Commission meeting.

### **Staff**

- Vincent Henderson has been selected for hire and is currently undergoing the employment process. His start date will be November 27, 2022.
- Shift supervisor structure and chain of command seem to be in good working order. Chain of command:
  - Officer – Shift Supervisor – Chief – Airport Director

Mr. Guin asked how we were going to dispose of or get rid of the hard drives?

Ms. Clark stated that our IT team, ACOM, will handle that.

Mr. Barker asked if the renovating of the firetruck was still on our to do list?

Ms. Clark stated that after further review, it is going to take a lot more to get it operational so she is going to wait until the new chief comes in to verify that and we will find another use for it, whether that is training, or we donate it somewhere else.

Ms. Clark stated that she wanted to recognize a few employees, Darryl Graham, Andy Jesifers, and Officer Mullins. They worked over the weekend to help with three charter flights that came in. They unloaded bags, fueling of the aircraft, and excellent customer service at 3 a.m.

Ms. Clark also wanted to recognize Officer Mullins and Officer Sok for sitting with the passengers during the bad weather and flight cancelations yesterday.

### **Other Matters**

Mr. Barker asked if anyone from the audience or staff would like to bring something to the table?

Mr. Barker introduced Ms. Dee Carr as the new Commissioner that will be sworn in, in January.

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

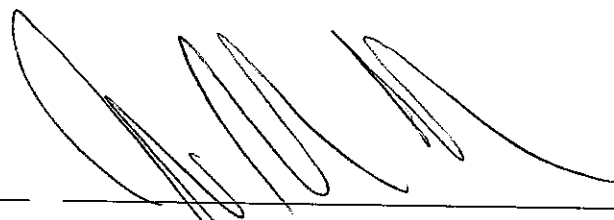
Motion by Mr. Guin to adjourn the meeting; seconded by Mr. Rhodes and unanimously approved by the Commission. Ayes: 3 / No: 0

The meeting was adjourned at 10:05 a.m.

APPROVED:



Maggie Turnham, Executive Assistant



James Barker, Chairman





**MINUTES AT THE SPECIAL CALLED MEETING OF THE COLUMBUS  
AIRPORT COMMISSION HELD AT THE COLUMBUS AIRPORT  
WEDNESDAY, NOVEMBER 29, 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. Dannel Marks, Commissioner	December 31, 2026

**Staff Members Present:**

Amber Clark, C.M., Airport Director  
Pamela Knight, Finance Director  
Maggie Turnham, Executive Assistant

Others present: Steven Voynich, Robinson, Grimes & Company

**BUSINESS OF THE MEETING**

Mr. James Barker called the November 29, 2022, Special Called Commission Meeting to order at 9:30 a.m.

**Consider Approval of the FY2022 Financial Audit**

No minutes to approve.

Mr. Barker turned over this discussion to Mr. Voynich for a review of the audit and recommendations moving forward.

Mr. Voynich stated:

Thank you. As stated, these are the audited June 30, 2022, financial statements for the commission. I will go over a few points briefly just to point out.

Number one, it is a clean opinion, so the financial statement is presented fairly. There were two major accounting and auditing standards changes that were affected for this fiscal year. The first one related to the auditing standards, the main thing that you'll see is that our opinion in the audit report is at the top of the page rather than further down. So, if you're looking for it, it is in the first two paragraphs rather than buried in the back.

The second one is government accounting standards, which is the new leasing standard. It is similar to what is in the private industry, which basically says that if you have a lease, then you have the right to use that asset and put it on the balance sheet rather than just buried in the footnotes and disclosed. Airports are a little tricky in this because most of those leases are regulated and so there is limited applicability to these financial statements for that, however, going forward when like the car rental agencies contracts are renewed, those would certainly be ones that you would consider so I would expect there to be more impact to next year's financial statements for that.

Mr. Guin asked:

So, when you say impact, what type of impact would we expect?

Mr. Voynich answered:

It really changes to the balance sheet, in the way that the... your bottom-line numbers are not going to change, but the way it shows up in the balance sheet will. You recognize the present value of the lease and then amortize the income over the term of the lease, the impact is pretty minimum but the disclosure and all and classifications on the balance sheets are going to be different. Little bit less of an impact on a lessor in that most of the leases are ones that you are leasing out; ground leases, hangars, many of those are regulated. I think the car rentals are going to be the ones that raise the question.

Mrs. Marks asked:

Will that eventually just be showing up as like a variance that people, you know, because before it'll maybe not have been there to a zero and then it will have an actual amount, so we will see a variance but then over time that will even out?

Mr. Voynich answered:

Yes, and we would make sure that the financial statements if you're looking at it compared to one year to the next that that presentation is consistent.

Okay, so I will take you to the balance sheet on page 7. At the top of the page, you'll see cash is up 4.6 million versus 3.4 million last year. And then cash and total restricted assets 1.7 million versus 1.3 million. So, assets are up, good. The current liabilities, you will see there is a decrease in current liabilities of 1.5 million versus about 4 million last year. The main reasons for those changes are due to the receipt of grant funding on the terminal renovation and then the timing of payment of those construction payables. Good news there. The net pension liability is probably about 7 or 8 lines up from the bottom. \$221 thousand liability versus \$2.1 million liability last year, and this is mainly due to actuarial fluctuations. Two things were in your favor this year, one, investment income was up during the measurement period as of June 30, 2021, so investment income during that period was up and they were giving graphic changes. I don't expect that to continue next year from looking at the reports, it is probably going to go right back to where it was.

As far as your income and the income statement, I will take you to the last page of this report, page 49. This is not a part of the required fixed financial statement, we put it in here just because it makes it a lot easier to read and see the trend. So, we got a five-year trend out of here. The total operating revenue is \$5.8 million versus \$4.7 million last year. So, a great year for operating revenue. Operating expenses were also up \$8.2 million versus \$6.6 million last year. It has to do to a couple factors; depreciation amortization is a non-cash expense and that was up about \$300-400,000. That is mainly due to just recognizing the wear and tear on the assets. But the main reason for the increase is the terminal renovation. That \$20 million was added to the balance sheet and then depreciated. VNA expenses were up and there are a couple factors involved in that payroll, repairs and maintenance, which also included a lot of hangar maintenance, and then some design and engineering costs related to the master plan. So, those are the main factors driving the increase in other general administrative expenses.

Mrs. Marks asked:

Do we expect that to go down next year comparatively based on the two factors that you mentioned at the end, around infrastructure and hangar repairs?

Mr. Voynich answered:

Any of those repairs really depend on what you have budgeted for this next year but usually you're doing those repairs in the last several years, it's not every single year.

Mr. Guin asked:

And that's also, I guess to confirm, one of the things that we need to follow up on is, we had talked about scheduling those so we can have it evenly distributed over the years, so we do not have to come up with such big outlays, right?

Ms. Clark answered:

Right.

Mr. Voynich stated:

And to the extent that any of those design costs related to the master plan are grant reimbursable then you can get that back too. So, some of those individual items were enough to capitalize them all this year and so some of them are expensed. So, offsetting some of those expenses, you do have grant revenues this year of \$3.6 million and then you had collections on passenger facility charges and customer facility charges of \$333,000 and \$300,000 each. On the grants, of the \$3.6 million, that's FAA, GDOT, as well as some of the airport coronavirus response funding that was a reimbursement of payroll costs. And that was about \$2.3 million. So, you know a great help to your finances this year, but not one of those things that you can expect ongoing.

Mr. Guin asked:

So, since you're on this one, I did have a question about this. So this could be some level of just educating me on airport financials, but when I look at that I say so you know operating revenue increased the \$1.1 million, which is a good year. Operating loss widened by about \$500k at \$2.4 million, and I made the comment that we seem to rely on the capital contributions, i.e., the grants is the largest part of that. And I did note that the depreciation is so large. When I look at that and I go, that is such a large operating loss and we had a great year revenue and the loss widened, is there anything to be concerned with that based on what you saw in our financials? Or is this just kind of how they work? Because one of the things that I am going to need to do is dig in and just try to get more comfortable in my mind how they work a little bit because I just concerned when I see an operating loss even on the back end of such a great revenue year.

Mr. Voynich answered:

Right, right. Well, I would certainly say to keep monitoring the expenses because while any of the capital expenses and even some of your repairs and maintenance expenses are reimbursed and typically, historically for you guys to spend 90% FAA funding and then GDOT will cover 5%, so you're down to about 5%, but that's typically on capital improvements and not your typical repairs and maintenance. You do have a policy to expense repairs and maintenance and any type of infrastructure type improvements that are under \$100,000 each and that number has gone up within the last five or so

years. Just because those are routine maintenance costs. I guess what I would say, is of the operating loss, yes, monitor the expenses but you probably have some more repairs expenses on there than you have historically, I mean they're repairs because they are under your capitalization threshold, but you have more maintenance costs related to the hangars and things like that that are on the income statement, rather than being capitalized. It is kind of a tradeoff, either you capitalize it and then your depreciation expense gets bigger, or you just go ahead and expense it each year. So, I would monitor it, I would, look for ways to save just regular operational expenses. And if you can get any of the repair's expenses funded through grants then that is what I would do with that.

Mr. Guin stated:

And I think for me it is just going to take diving in. I just didn't have time to do a whole lot of diving in and I didn't have this is the level of detail, right? I would probably want to go further to truly understand where it is coming from.

Mrs. Knight added:

And I did add the report in the packet, and I added the expenditures so you can see it in more detail. The two items that drove up the operating costs was that expensing and engineering costs, which was about \$400,000, and then the hangar repairs we spent over \$300,000. Like historically, that has not been done. We have basically patched the hangars or done a little bit here and there, so that is probably a once and every ten-year kind of thing. It should be a maybe \$100,000 every three years or so instead of \$300,000 every ten years. The other part was all the design and engineering. Some of that we may recoup, and it end up being capitalized like Steven said, and then it would not be expensed and then you would see it as an asset. And then on the other side, last years pension. If you compare the two years, that gave us an advantage this year because if it was looking at last year, you would have seen a lot larger expense in that category, and I noted that on there too.

Mr. Voynich stated:

In 2021, you had pension expense of \$290,000. In 2022, you had essentially a pension income of \$75,000.

Mr. Guin asked:

But that is what you were saying is based on interest rates?

Mr. Voynich answered:

Right, and it is not something that you really have any control over, that comes from the city. It does show up in your operating portion.

Mrs. Knight stated:

So, when you're comparing that five-year comparison, it would have been consistent with previous year.

Mr. Guin stated:

And to Stevens point, I do not think the pension is something, I am not that familiar with it, but I am familiar enough to know that it is very limited control, if any.

Mrs. Marks stated:

I think Art, if you look at page 46 which is three pages back, it gives a detailed itemization of the things added into the \$3.7 million of general administrative expense and you can... kind of going through the line items, just like across the board things are just more expensive, it looks like. In addition to that design and engineering but utilities were up. I don't know if that is a factor or 2022 people being here more than they were in 2021. It all kind of adds up.

Mr. Guin stated:

Yeah, I think that is what it is going to take, and I trust Amber and Pam are all over this. I feel comfortable when we go through the budgeting and that sort of stuff. I just want to make sure that when I start seeing operating loss, a lot of it is my ignorance related to airport financials and how it gets reported. I just want to make sure we are watching it and making sure we are not starting a new trend.

Mr. Voynich stated:

One other thing to look at would be, if you consider the depreciations \$2.5 million, and that is funding that, it's an expense, yes, but it's an expense that for you guys is typically 90%+ reimbursed.

Mr. Guin asked:

Which comes under that capital contribution section?

Mr. Voynich answered:

It does, right.

So, cash flow, before you consider any capital activity, was \$106,000 based on the last year. So not bad. On the bottom, that has, talking about the maturity on that, that's about a five-year maturity and then it gets refinanced. Is that what I am understanding? I think it's...

Mr. Guin asked:

Is that right, Pam? Do you know?

Mr. Voynich stated:

I think it is five-years and then you're looking at either a below...

Mrs. Knight answered:

I think it would be called after a period of time.

Mr. Voynich stated:

Overall, a good report. I did not come across anything that keeps me up at night that I think should keep you up at night. I think I would just continue to monitor expenses and just, get the oversight that you do. I know you guys do a good job and I've always felt comfortable with it. Amber is on top of everything. Pam is on top of it. And then you guys are overseeing it, so I would keep with that. Call me if you have any questions.

Mr. Guin asked:

So, one additional question is something that was noted in a significant deficiency. So, basically it was we, I think we lack, and this is me paraphrasing, but we lack some level of knowledge of the ability to produce all notes to the financial statement. And you noted that. And then you know are currently relying on, I guess it's you guys' as external auditors to do those for us, right?



Mr. Voynich answered:

That's correct. Which is not a bad thing, that's common. Probably a majority of any of the government entities that we do, we are associating a substantial weakness in operational financial statements. So, as a significant deficiency, it's pointing out that that's the status but it's not something that you should necessarily change.

Mr. Guin asked:

Okay. So, the response, and I am assuming this was probably collected between you (Amber) and Pam? It's an assumption. And I think it noted it as, you know somebody's the owner's response. I am guessing that is our response to do that? Which said we would continue to invest, or we would invest in the accounting staff, as well as continue to rely on y'all to produce this. Is that correct?

Mr. Voynich answered:

That's correct.

Mr. Guin asked:

Okay. So, is the intent behind that that we would look to start developing that skill set over time in house or what is that additional investment in accounting staff? What are we looking to do there?

Ms. Clark answered:

I don't think our intention is to get to the point where we don't use an accounting consultant to provide these financials. I think we do not have the bandwidth for that. I think it's more that we just refine our skills to help assist in the creation of the financials, but we are not looking to replace our consultant due to our organizational size.

Mr. Voynich stated:

That was consistent in my reading as well. I don't think there is a... the sweet spot is to be able to oversee what we are doing and be able to engage in the discussion as to what goes into the disclosures and audit and maintain that kind of knowledge. You do not need a CPA on staff, that's just cost prohibited.

Mr. Guin stated:

No, no. That's part of where my question is coming from... I said it like based on the size of our airport accounting, is it reasonable for our staff to have that knowledge? Is our response to that deficiency appropriate? And it sounds like the answer to that is based on our size and current situation, that no, we shouldn't necessarily expect to have all of that thorough knowledge.

Mr. Voynich stated:

I would expect that, no. Unfortunately, my hands are a bit tied as far as reporting this as a "deficiency," but it's realistic that you and anyone else at this size entity would have that deficiency.

Mr. Guin answered:

Okay, good.

Mr. Voynich stated:

Sorry.

Mr. Guin answered:

No, no. It's fine. I get it. I just wanted to make sure that how we're addressing it, because you know I don't want to see something continue to show up and not be diligently looking to solve that deficiency if we really need to.

Mr. Voynich answered:

Right, and I do not think that this is something that you necessarily solve as much as just...

Ms. Clark stated:

Continue to confirm.

Mr. Guin answered:

Okay, fair enough.

Mr. Barker asked:

Is there any additional training that we can give Pam to help kind of give you additional knowledge that you might need to I guess assist in any of this document preparation?

Mr. Voynich answered:

I mean I'll be happy to invite you to any of the training that we have. University of Georgia does offer some things and the Georgia Government Finance Officers Association, it's an organization that they provide continued education on that. In fact, I go to the conferences just because it is a good way to stay up to knowledge on accounting. A conference like that would be great to go to. They have minimal fees. I think it is like \$50 for the year membership.

Mrs. Knight stated:

I just wanted to comment. One of the more detailed areas that specialized in even when they first start to do it, when you go through there and look at how many pages is on the pension part at one time, I know we were having to subcontract that out when the legislation changed on that because it is very complicated and detailed and even larger firms specialize and just handle that part and I think that is one thing that I looked over would be the most difficult to tackle.

Mr. Guin asked:

Like a pension?

Mrs. Knight answered:

Yeah.

Mr. Guin stated:

I can see that.

Mrs. Knight stated:

I mean it takes a team of people to do that and it's specialized. So, even if I did everything else, I still couldn't do that.

Mr. Barker asked:

Are there any other questions?

Mr. Guin asked:

So, in general, I noticed that it was not necessarily in here but any other feedback? Anything we should work towards improving? Anything worth noting?

Mr. Voynich answered:

I mean I think we already discussed the things at the top of my list which is just keeping an eye on the budget and looking at the individual departments and things like that, you know? And see where there are opportunities for cost savings. I do not dig into that as far as preparing financial statements on the budgeting side. I can look at something and see if it's a significant change. But no, just continue diligence.

Mr. Guin stated:

And part of the reason I ask that is, you know Pam came in and had some significant challenges too. You know she had to do a lot of clean up and get things in order. Everything from policy's, procedures, and all that. And I know she worked really hard to get it done. I just want to make sure that we are progressing good, and we are not missing something.

Mr. Voynich stated:

I think that all of that has been significant improvement in the last couple of years. And having timely information and all the stuff like that, that is the main thing that you can do to help with any kind of theft or fraud or other issues from festering. I think you're in a good place now.

Mr. Barker asked:

Do you have anything?

Mrs. Marks answered:

I'm fine.

Mr. Barker asked:

I guess the last question I had was I know we are getting this done in the last couple of days in November. What was in the way? Why did that happen?

Mr. Voynich answered:

This was a major year with a lot of different grant funding coming from different directions and different types of funding and honestly there was just a lot.

Mr. Barker stated:

Okay.

Mr. Voynich stated:

I know there were some delays in getting accurate reports from the FBO. There were just a couple different factors.

Mr. Barker asked:

Is there anything that we can do to improve that, so we are getting this done more towards the first of November or end of October or maybe even sooner?

Mr. Voynich answered:

Right, because that is our typical timeline is the end of October.

Mr. Barker asked:

What can we do to facilitate that?

Mrs. Knight answered:

I would say that probably our biggest thing was if we could have gotten the financial reports from the year in and get them started a two or three weeks earlier. We probably started about two weeks later than last year. Like Steven said, this was probably the perfect storm between the FBO and not having their June reports. I had to learn their whole system so that gets done for June. Michele left and she did not have May done so I had to go in there and finish May, do June, and she left in the beginning of June, end of May. So, that took me a month or longer to learn. The reports come from about six different locations. It's rather complicated the way their process is. Once I did that, I couldn't really give it to someone else until I felt comfortable. It all had to tie into the cash for that to happen. That was one thing and then like Steven said, besides closing out the terminal grant, we had about four or five other grants going on. Some of them are GDOT, some are FAA, and then we have some that go back to about eight, seven years ago that we closed out this year. So, there were just different layers.

Mr. Voynich added:

And then recognizing the receivable on grants used to be pretty simple, in that it was more 90% funding and now those percentages are all over the board. I do think it was a combination of things and an untimely staff turnover that all contributed.

Mrs. Knight added:

And then we had the COVID grants that we normally don't have which was several of those.

Ms. Clark stated:

One comment on the untimeliness, Pam did have to go into TotalFBO and learn a lot more than we anticipated. We have now got that rectified and with our new FBO manager starting on the second of January I think we will be okay going forward. I don't anticipate any problems.

Mr. Barker stated:

Okay, backing up to one last detail. We had a jump in cost of almost \$400,000 for the design and engineering.

Ms. Clark answered:

That is because we added the finishing of the terminal project, closing all that out and that is just a large project. Plus, we started another project with Holt, so that overlap of those two projects.

Mr. Barker asked:

Was that the new project we discussed earlier?

Ms. Clark answered:

That's the runway safety area at 13/31 and the marking, not the new one that's about to come.

Pam added:

I think too, just to address again, if it can be associated with a project that is going to be capitalized and depreciate, then we will end up putting it as an asset, like land improvement or building improvement. But with the master plan, there is no project really associate that and capitalize, so we've talked about that. We may have some expenses on the book and what we've been doing, it's called CIP miscellaneous asset, and then it may sit there for two or three years and then we end up having to expense. They will tell us we have to design something. The engineering cost for the design can't be capitalized if we do not then build that road or whatever it is. It's just an expense. If we end up building a road, then it can be added to the cost of the road and then can be capitalized.

Mr. Voynich added:

It might be reimbursed down the road.

Mr. Barker stated:

You're holding on to it in the hopes that in that three-year period it'll be paid off otherwise it'll be an expense.

Ms. Clark stated:

So state and federal, it is two different ways, so state will not reimburse you for design. So, we did have that 13/31 project was all state. So, all of that would not be reimbursable. But the FAA will reimburse you for design so it all just depends on which project we are doing within the year. That is kind of what Steven was talking about. I mean we had several different projects going on. With state it would be 75/25 but then with the FAA, it is 95/5. With the terminal, what was so difficult about that, it's not just straight 90/5/5, it's "Well, we take the building and look at it and we are only going to take 75% of this building and consider 90% of this 70% because that is where there is public access. Anything revenue generating, we are not going to reimburse you for." So, it gets very confusing when it comes to those percentages. It is not just straight forward as it has been in the past, because typically it is just the runway, so they will just fund the whole 90%. But with the terminal, that's a different animal. So, we won't see that type of thing in the future.

Mr. Barker asked:

Does that bring up any more questions from anybody?

If there is nothing else, I would like to consider approval for the FY2022 financial audit.

Mr. Guin recommended approval for the audit.

Mr. Barker asked if there was a second.

Mr. Cook seconded.

Ayes: 3 / No: 0

Mr. Barker passed the audit.

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

Mr. Guin made a motion to adjourn the meeting.

Mr. Barker asked if there was a second.

Mr. Cook seconded.

Ayes: 3 / No: 0

The meeting adjourned at 10:04 a.m.

APPROVED:

Maggie Turnham

[Signature]

Maggie Turnham, Executive Assistant

James Barker, Chairman







# Columbus, Georgia, Board of Tax Assessors

GEORGIA'S FIRST CONSOLIDATED GOVERNMENT

Item #5.

City Services Center  
3111 Citizens Way  
Columbus, GA 31906

Mailing Address:  
PO Box 1340  
Columbus, GA 31902

Telephone (706) 653-4398, 4402  
Fax (706) 225-3800

## Board Members

Jayne Govar  
Chairman

Lanitra Sandifer Hicks  
Assessor

Kathy J. Jones  
Assessor

Todd A. Hammonds  
Assessor

Trey Carmack  
Vice Chairman

Chief Appraiser  
Suzanne Widenhouse

## MINUTES #21-23

**CALL TO ORDER:** Vice Chairman Trey Carmack calls the Columbus, Georgia Board of Assessors' meeting to order on Monday, June 12, 2023, at 9:02 A.M.

### **PRESENT ARE:**

Vice Chairman Trey Carmack  
Assessor Lanitra Sandifer Hicks  
Assessor Kathy Jones  
Assessor Todd Hammonds  
Deputy Chief Appraiser Glen Thomason  
Recording Secretary Katrina Culpepper

**APPROVAL OF AGENDA:** Assessor Sandifer Hicks motions to accept agenda. Assessor Jones seconds and the motion carries.

**APPROVAL OF MINUTES:** Assessor Hammonds motions to accept minutes as presented. Assessor Jones seconds and the motion carries.

**MISCELLANEOUS:** Deputy Chief Appraiser Glen Thomason reminded everyone that next Monday, June 19<sup>th</sup> is a holiday and there will be no board meeting. Assessor Sandifer Hicks motions to excuse the absence of Chairman Govar today. Assessor Jones seconds and the motion carries.

At 9:03, Interim Residential Property Manager Paul Borst presents to the Board:

- CUVA Release – Signed & Approved.

At 9:04, Administrative Manager Leilani Floyd presents to the Board:

- Homesteads – Signed & Approved.

At 9:16, Deputy Chief Appraiser Glen Thomason presents to the Board:

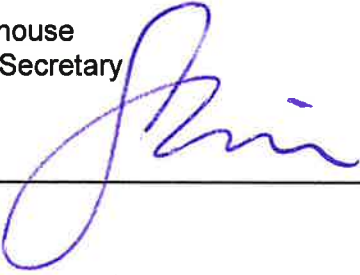
- 2023 Appeals Update
- Map Splits - #036 010 001; 019; 131 001 024; 023; 022; 025; 026; 027; 028; 029; 030; 031; 034 026 006; 006A; 035 003 005A; 067 012 030; 035 – Signed & Approved.

At 9:32, Vice Chairman Carmack adjourns the meeting without any objections.

Suzanne Widenhouse  
Chief Appraiser/Secretary


MIN# 22-23 JUN 26 2023

APPROVED: \_\_\_\_\_



  
J. GOVAR  
CHAIRMAN

Absent  
L. SANDIFER HICKS  
ASSESSOR

  
K. JONES  
ASSESSOR

  
T.A. HAMMONDS  
ASSESSOR

  
T. CARMACK  
VICE CHAIRMAN



# Columbus Water Works

*Serving our Community  
Protecting the Environment*

Item #5.

**March 14, 2022**

This is a summary of items acted on during the regular monthly meeting of the Board of Water Commissioners of Columbus, Georgia, held at our Service Center Auditorium. It was on Monday, March 14, 2022, at 1:30 p.m. Chairman Close took the roll call and the following Commissioners were present:

Rodney Close, Chair  
Becky Rumer, Vice Chair  
Wes Kelley  
Clint Cox

Absent: Mayor Skip Henderson

It was noted that Mayor Henderson was excused from this meeting.

Receipt of the Minutes from the last regular meeting of February 14, 2022, were presented to the Board. The Board approved the Minutes.

The Financial Report for the month of February 2022 including Ft. Benning were provided to the Board. The Board approved the Financial Report.

Bids were provided to the Board for the Distribution Storage Tank Reconditioning Project. Board approved.

There being no further business, the meeting adjourned.

Vic Burchfield, Interim Secretary



# Columbus Water Works

*Serving our Community  
Protecting the Environment*

Item #5.

**April 11, 2022**

This is a summary of items acted on during the regular monthly meeting of the Board of Water Commissioners of Columbus, Georgia, held at our Service Center Auditorium. It was on Monday, April 11, 2022, at 1:30 p.m. Chairman Close took the roll call and the following Commissioners were present:

Rodney Close, Chair  
Wes Kelley  
Clint Cox  
Mayor Skip Henderson


Absent: Becky Rumer, Vice Chair

It was noted that Vice Chair, Becky Rumer was excused from this meeting.

Receipt of the Minutes from the last regular meeting of March 14, 2022, were presented to the Board. The Board approved the Minutes.

The Financial Report for the month of March 2022 including Ft. Benning were provided to the Board. The Board approved the Financial Reports.

There being no further business, the meeting adjourned.

  
\_\_\_\_\_  
Vic Burchfield, Interim Secretary



# Columbus Water Works

*Serving our Community  
Protecting the Environment*

**May 9, 2022**

This is a summary of items acted on during the regular monthly meeting of the Board of Water Commissioners of Columbus, Georgia, held at our Service Center Auditorium. It was on Monday, May 9, 2022, at 1:30 p.m. Chairman Close took the roll call and the following Commissioners were present:

Rodney Close, Chair  
Becky Rumer, Vice Chair  
Wes Kelley  
Clint Cox  
Mayor Skip Henderson

Receipt of the Minutes from the last regular meeting of April 11, 2022, were presented to the Board. The Board approved the Minutes.

The Financial Report for the month of April 2022 including Ft. Benning were provided to the Board. The Board approved the Financial Report.

President Davis presented the FY2022-2023 Operational Budget to the Board for their approval. The Board approved the budget.

The Board adjourned and went into Executive Session. No action taken.

There being no further business, the meeting adjourned.



Vic Burchfield, Interim Secretary





# Columbus Water Works

*Serving our Community  
Protecting the Environment*

Item #5.

**July 11, 2022**

This is a summary of items acted on during the regular monthly meeting of the Board of Water Commissioners of Columbus, Georgia, held at our Service Center Auditorium. It was on Monday, July 11, 2022, at 1:30 p.m. Chairman Close took the roll call and the following Commissioners were present:

Rodney Close, Chair  
Becky Rumer, Vice Chair  
Wes Kelley  
Clint Cox  
Mayor Skip Henderson

Receipt of the Minutes from the last regular meeting of May 9, 2022, were presented to the Board. The Board approved the Minutes.

The Financial Reports for the months of May and June 2022 including Ft. Benning were provided to the Board. The Board approved the Financial Reports.

Bids were provided to the Board for the Jamestown Road WTM Project. Board approved.

Bids were provided to the Board for the Small Line Replacement Project. Board approved.

Management requested Board approval to use Reserve funding to provide engineering plans and specifications for the CSO improvements. Board approved.

There being no further business, the meeting adjourned.

Vic Burchfield, Interim Secretary



**November 14, 2022**

This is a summary of items acted on during the regular monthly meeting of the Board of Water Commissioners of Columbus, Georgia, held at our Main Office, Chattahoochee Room. It was on Monday, November 14, 2022, at 1:30 p.m. Chairman Rodney Close took the roll call and the following Commissioners were present:

Rodney Close, Chair  
Becky Rumer, Vice Chair  
Wes Kelley  
Clint Cox

Absent: Mayor Skip Henderson

Mayor Henderson was excused from this meeting.

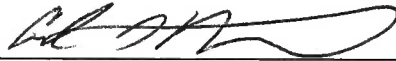
Receipt of the Minutes from the last regular meeting of October 17, 2022, were presented to the Board. The Board approved the Minutes.

The Financial Report for the month of October 2022 including Ft. Benning was provided to the Board. The Board approved the Financial Report.

The Financial Audit for FY 2021-2022 was presented to the Board. The Board approved and acknowledged receipt of the Audit.

President Davis presented a proposed 2023 Water and Sewer Rate Resolution to the Board for final approval for the rate increase effective with bills rendered on or after January 1, 2023. Board approved the 2023 rate increase.

There being no further business, the meeting adjourned.

A handwritten signature in black ink, appearing to read 'Carl Robertson', written over a horizontal line.

Carl Robertson, Secretary

~~ MINUTES ~~

**BUDGET REVIEW COMMITTEE**



Councilor Judy W. Thomas- Chairperson

Mayor Pro Tem R. Gary Allen

Councilors: Jerry “Pops” Barnes, Tyson Begly, JoAnne Cogle, Charmaine Crabb, Glenn Davis, R. Walker Garrett, Bruce Huff and Toyia Tucker

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May 16, 2023 / 9:00 AM /  
Council Chambers  
C. E. “Red” McDaniel City Services Center - Second Floor  
3111 Citizens Way, Columbus, Georgia 31906

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I. CALL TO ORDER - Chairperson Judy W. Thomas

**PRESENT:** Chairperson Judy W. Thomas and Mayor Pro Tem R. Gary Allen and Councilors Tyson Begly, Jerry ‘Pops’ Barnes, Joanne Cogle, Charmaine Crabb, Glenn Davis, R. Walker Garrett, Bruce Huff (virtual / Microsoft Teams) and Toyia Tucker (virtual / Microsoft Teams). Mayor B. H. “Skip” Henderson, III, City Manager Isaiah Hugley, Deputy City Managers Lisa Goodwin and Pamela Hodge, City Attorney Clifton Fay, Assistant City Attorney Lucy Sheftall, Finance Director Angelica Alexander, Clerk of Council Sandra T. Davis and Deputy Clerk Pro Tem Tameka Colbert.

**ABSENT:** No one was absent.

**A G E N D A**

**OPENING COMMENTS:**

Chairperson Thomas provided a brief overview of the budget process followed by opening comments from the Mayor and City Manager.

**UPDATE:**

Finance Director Alexander provided a recap of the proposed budget. She said projected revenues are \$322,000,000 and projected expenses are \$332,000,000. She said there is a use of fund balance of about 10.5 million with 5.8 million in the general fund. She said the other funds are utilized in fund balance for capital outlay, with the exception of the integrated waste program. She said currently what is on the list that has yet to be approved totals \$1,258,153. with the possible reserve usage of 2.11 days.

**PRESENTATIONS:****BUDGET REVIEW ITEM #1**

1. Parks and Recreation - Holli Browder, Parks and Recreation Director

**PARKS & RECREATION:**

Park and Recreation Director Holli Browder provided an overview of the power point presentation entitled *Columbus Parks and Recreation Department- Budget Request*. \*A copy is on file in the Clerk of Council's Office.

**Request(s)**

- **Staffing**
  - 1 PT Administrative Clerk for Columbus Aquatic Center
  - Maintenance Worker II FT Grade 115 for outdoor pool maintenance year round
  - 3 Park Maintenance Worker I PT Grade 114 for outdoor pool maintenance year round
  - 1 Athletic Recreation Program Specialist III Grade 118 \$39,500.58
  - 9 Activity Leaders for Community Schools
  - 3 Site Supervisors for Community Schools
  - 1 Marina Tech FT is needed to cover hours and provide service.
  - 1 additional Museum Support Specialist PT to conduct tours and oversee the Ma Rainey house.
  - 3 additional Full-time Maintenance Worker 1 for Lake Bottom Park

- 3 additional Full-time Maintenance Worker 1 for Britt David Park
  - 3 MEO I, 2 MEO II, and 1 MEO III
  - 2 Park Maintenance Worker I for Ball Field Crew
  - 3 Park Maintenance Worker I for park bathroom cleaning
  - 2 Park Maintenance Worker 1 for Woodruff Farm Soccer Park
  - 4 Park Maintenance Worker 1 for South Commons/AJ McClung/Skatepark
  - 1 Park Maintenance Worker 1 for Moving Crew/Setup/Special Events
  - 1 Recreation Specialist II needed at the following Recreation facilities Boxwood, Carver Park, Comer, Fluellen, Frank Chester Rec, Gallops Senior, 29th Street, Northside, Britt David Studios, Psalmound Road, Shirley Winston, Tillis.
  - 46 part-time Recreation Center Leaders for recreation centers and senior centers.
- **Capital Needs**
    - Heavy Duty Trailer for Excavator \$20,000.00 Park Services
    - Zero Turn Radius Mower \$9,118.00 Park Services
    - Zero Turn Radius Mower \$9,118.00 Park Services
    - Zero Turn Radius Mower \$9,118.00 Park Services
    - Zero Turn Radius Mower \$9,118.00 Park Services
    - Gate Replacement \$8,422.00 Lake Oliver Marina
    - Dock Bumpers \$20,000.00 Lake Oliver Marina
    - Zero Turn Radius Mower with Bagger \$11,729.64 Park Services
    - Zero Turn Radius Mower with Bagger \$11,729.64 Park Services
    - Sand Star Ballfield Machine \$21,170.00 Park Services
    - Full-Sized Extended Cab F150 \$38,880.00 Aquatics
    - Ford EX 15 Passenger Van \$51,818.00 Recreation Services
    - Commercial Grade Pottery Wheels (8) w/chairs \$16,456.00 Britt David Pottery Studio
    - Sand Star Ballfield Machine \$21,170.00 Park Services
    - ABI Force Ball Field Machine \$42,490.00 Park Services
    - 40 six-foot tables \$8,000.00 Seniors
    - 40 eight-foot tables \$10,000.00 Seniors
    - 600 folding chairs \$15,000.00 Recreation Services
    - Illuminated Score Table \$7,000.00 Recreation Services
    - Ford EX 15 Passenger Van \$51,818.00 Recreation Services
    - Illuminated Score Table \$7,000.00 Recreation Services
    - Scoreboard (Tillis Softball Field) \$6,000.00 Athletics
    - Scoreboard (Rigdon Football Field) \$10,000.00 Athletics
    - Scoreboard (Shirley Winston Football Field) \$10,000.00 Athletics
    - Scoreboard (Midland Football Field) \$10,000.00 Athletics
    - Scoreboard (Lakebottom Football Field) \$10,000.00 Athletics
    - 14 Passenger Mini Bus Non-CDL \$122,000.00 Community Schools
    - 14 Passenger Mini Bus Non-CDL \$122,000.00 Community Schools
    - 14 Passenger Mini Bus Non-CDL \$122,000.00 Community Schools



- 14 Passenger Mini Bus Non-CDL \$122,000.00 Community Schools
- Access Entry Stairs \$6,000.00 Aquatics
- Vaptor Rollers (4) \$11,980.00 Cooper Creek Tennis Center
- Zero Turn Radius Mower \$9,118.00 Park Services
- Zero Turn Radius Mower \$9,118.00 Park Services
- Commercial Stove \$7,000.00 Seniors
- Full-Sized Extended Cab F150 \$38,880.00 Aquatics
- Zero Turn Radius Mower \$9,118.00 Park Services
- Zero Turn Radius Mower \$9,118.00 Park Services
- Zero Turn Radius Mower \$9,118.00 Park Services
- Zero Turn Radius Mower \$9,118.00 Park Services
- Zero Turn Radius Mower \$9,118.00 Park Services
- Ford EX 15 Passenger Van \$51,818.00 Seniors
- Zero Turn Radius Mower \$9,118.00 Park Services
- Zero Turn Radius Mower \$9,118.00 Park Services
- Zero Turn Radius Mower \$9,118.00 Park Services
- Zero Turn Radius Mower with Bagger \$11,729.64 Park Services
- Commercial SR20 slab rollers \$6,514.00 Britt David Pottery Studio
- Dual Action Trailers \$40,000.00 Park Services
- Toro Reel Mowers (2) \$131,920.00 Park Services
- Four Bush Hog Mowers \$11,040.00 Park Services
- Inmate Correctional Van \$55,000.00 Park Services
- Grab-All Trash Loader \$233,733.00 Park Services
- 6 Foot Tables (200) \$40,000.00 Recreation Services
- 8 Foot Tables (200) \$50,000.00 Recreation Services
- Graco Field Painting Machines (2) \$12,518.00 Park Services
- Commercial Treadmills (8) \$28,000.00 Recreation Services
- Recumbent Bikes (8) \$20,000.00 Recreation Services
- Audio Visual Equipment \$60,000.00 Recreation Services
- Ford Explorer \$32,160.00 Community Schools
- Full-Sized Extended Cab F150 \$38,880.00 Aquatics
- Full-Sized Extended Cab F150 \$38,880.00 Aquatics
- Recumbent Bikes (4) \$10,000.00 Seniors
- Commercial Treadmills (3) \$15,000.00 Seniors
- NuStep Exercise Bikes (4) \$16,000.00 Seniors
- Cross Training Bikes (2) \$14,000.00 Seniors
- Ellipticals (4) \$20,000.00 Seniors
- Step Benches (150) \$13,500.00 Seniors
- Dumbbells with Storage Racks \$6,400.00 Seniors
- Various Resistance Bands with Handles \$5,000.00 Seniors
- Various Exercise Balls \$5,000.00 Seniors
- Capital Not Included in the Scope of the Project \$100,000.00 Aquatics
- Scoreboards with LED Lights (Rigdon Baseball Fields) \$48,000.00 Athletics
- Scoreboards with LED Lights (Shirley Winston Baseball/Softball

- Fields) \$48,000.00 Athletics
- Scoreboards with LED Lights (Edgewood Baseball/Softball
- Fields) \$48,000.00 Athletics
- Replace Restrooms and Pavilion at Charlie Hill \$250,000.00 Park Services
- Replace Restrooms at Pop Austin \$150,000.00 Park Services
- Playgrounds in need of replacement (13) \$3,100,000.00 Park Services
- Replace Lights at Tillis Softball Field \$250,000.00 Athletics
- Replace air conditioning units in all centers \$2,000,000.00 Recreation Services
- Replace carpet in all centers \$1,000,000.00 Recreation Services
- Replace the tile in entire facility \$80,000.00 Britt David Pottery Studio

ADD LIST: Request for one (1) zero turn mower in the amount of \$9,118. (*Councilor Garrett placed on the Add List.*)

ADD LIST: Request for one (1) FT Parks Maintenance Worker I – G114 and two (2) PT Parks Maintenance Worker I in the amount of \$96,606. (*Councilor Garrett placed on the Add List.*)

ADD LIST: Request for all personnel from budget presentation in the amount of \$3,399,598. (*Councilor Tucker placed on the Add List.*)

ADD LIST: Request for all capital outlay from budget presentation in the amount of \$9,019,971. (*Councilor Tucker placed on the Add List.*)

ADD LIST: Request for parks maintenance in the amount of \$600,000. (*Councilor David placed on the Add List.*)

## **REFERRAL(S):**

- A request was made to look at creating a grant writing division that would assist with all government needs. (*Councilor Davis*)
- Have someone check the pumps at Lake Oliver Marina. (*Councilor Davis*)
- Have someone to find out who is using the fields for little league baseball. (*Councilor Davis*)

## **BUDGET REVIEW ITEM #2**

2. Bull Creek Golf Course - Jim Ardent, Golf Director

## **BULL CREEK GOLF COURSE:**

Golf Director Jim Ardent came forward with the following requests.

### **Request(s)**

- Delete funds for Godwin Creek & PT Maintenance Intern, other operating expenses.
- Add One (1) Marketing Manager.

DELETE LIST: Funds for Godwin Creek & PT Maintenance Intern, other operating expenses in the amount of \$57,980. (*Councilor Crabb placed on the Delete List.*)

ADD LIST: Request for one (1) FT Marketing Manager in the amount of \$57,980. (*Councilor Crabb placed on the Add List.*)

## **BUDGET REVIEW ITEM #3**

3. Tax Commissioner's Office - Lula Huff, Tax Commissioner

### **TAX COMMISSIONER'S OFFICE:**

Tax Commissioner Lula Huff approached the rostrum and provided a transcript of the following requests. *\*A copy is on file in the Clerk of Council's Office*

### **Request(s)**

- Financial Analyst II – G123 Step 3 \$64,217.
- Tax Specialist – G120 \$55,376
- Technology Support Analyst -G123 \$64,217

ADD LIST: Request for one (1) Financial Analyst II G123-3 in the amount of \$64,214. (*Councilor Crabb placed on the Add List.*)

ADD LIST: Request for one (1) Tax Specialist G120 in the amount of \$55,376. (*Councilor Crabb placed on the Add List.*)

**ADD LIST:** Request for one (1) Technology Support Analyst G123-3 in the amount of \$64,217. *(Councilor Crabb placed on the Add List.)*

**REFERRAL(S):**

- A request was made to receive information on the backlog from a dollar value and the number of properties. *(Councilor Begly)*
- A request was made to receive an update on Tyler Technologies. *(Councilor Davis)*

**BUDGET REVIEW ITEM #4**

4. Police Department - Stoney Mathis, Interim Chief of Police

**POLICE DEPARTMENT:**

Deputy Chief of Police Debra Kennedy came forward with the following requests.

**Request(s)**

- Delete Seventeen (17) Police Cadet positions - G113
- Add Two (2) Administrative Tech – G115
- Add One (1) Audio Visual Tech – G113
- Add Two (2) Crime Analysts – G120
- Add Computer Forensic Analyst – G120
- Add Four (4) Real Time Crime Center Tech – G118
- Add Three (3) Crime Scene Investigators – G118
- Add Operating budget increases of \$50,702.

**DELETE LIST:** Seventeen (17) Police Cadet position in the amount of \$716,362. *(Councilor Crabb placed on the Delete List.)*

**ADD LIST:** Thirteen (13) general positions and operating budget increases in the amount of \$716,362. *(Councilor Crabb placed on the Add List.)*

**REFERRAL(S):**

- A request was made to consider implementing recertification pay for police officers.  
(*Councilor Davis*)

**BUDGET REVIEW ITEM #5**

5. Internal Auditor - Donna McGinnis, Internal Auditor/Compliance Officer

**INTERNAL AUDITOR:**

Internal Auditor Donna McGinnis came forward and provided a transcript of the following requests. *\*A copy is on file in the Clerk of Council's Office*

**Request(s)**

- One (1) Car allowance for Internal Auditor
- One (1) FT Forensic Auditor effective January 2024
- Software lease for Whistleblower Hotline
- Increase education and training.

ADD LIST: Request for one (1) car allowance for Internal Auditor in the amount of \$8,376  
(*Councilor Garrett placed on the Add List.*)

ADD LIST: Request for one (1) FT Forensic Auditor in the amount of \$36,944 (*Councilor Garrett placed on the Add List.*)

ADD LIST: Request for software lease for Whistleblower Hotline in the amount of \$3,000  
(*Councilor Garrett placed on the Add List.*)

ADD LIST: Request to increase education and training in the amount of \$4,227 (*Councilor Garrett placed on the Add List.*)

**BUDGET REVIEW ITEM #6**

6. ADD/DELETE List

ADD/DELETE LIST Item #1: VOTE RESULT: Mayor Pro Tem Allen made a motion to delay until midyear budget Sheriff: - Increase in travel funds for training in the amount of \$90,000. Seconded by Councilor Crabb. There was an inconclusive vote of five to five, with Councilors Allen, Cogle, Crabb, Thomas, and Tucker voting yes and Councilors Barnes, Begly, Davis, Garrett, and Huff voting no.

Councilor Barnes then made a motion to approve Sheriff - Increase in travel funds for training in the amount of \$90,000. Seconded by Councilor Garrett and carried by a vote of nine to one with Mayor Pro Tem Allen voting no.

ADD/DELETE LIST Item #2: VOTE RESULT: Councilor Garrett made a motion to approve Sheriff - Increase in non-sworn Bailiff pay from \$15/hr. to \$20/hr. \$20,000. Seconded by Councilor Barnes and carried by a vote of nine to one with Mayor Pro Tem Allen voting no.

ADD/DELETE LIST Item #3: VOTE RESULT: Councilor Davis made a motion to approve Clerk of Superior Court – Addition of two (2) Deputy Clerk II (G115) in the amount of \$93,346. Seconded by Councilor Barnes and carried unanimously by the ten members present.

ADD/DELETE LIST Item #4: VOTE RESULT: Councilor Barnes made a motion to approve Clerk of Council – Reclassify one (1) Part-Time Support Clerk (G111) to One (1) Full-Time Support Clerk (G111) in the amount of \$22,041. Seconded by Councilor Garrett and carried unanimously by the ten members present.

ADD/DELETE LIST Item #5: VOTE RESULT: Councilor Davis made a motion to approve in the Clerk of Council' Budget – Integrated Waste Study in the amount of \$10,000. Seconded by Councilor Garrett and carried unanimously by the ten members present.

ADD/DELETE LIST Item #6: VOTE RESULT: Councilor Davis made a motion to approve District Attorney – Addition of two (2) Investigator I (G120) in the amount of \$110,752. Seconded by Councilor Crabb and carried unanimously by the ten members present.

ADD/DELETE LIST Item #7: VOTE RESULT: Councilor Davis made a motion to approve District Attorney – Addition of two (2) Legal Administrative Clerk (G115) in the amount of \$93,346. Seconded by Councilor Crabb and carried unanimously by the ten members present.



ADD/DELETE LIST Item #8: VOTE RESULT: Councilor Davis made a motion to approve District Attorney – Increase Professional Services in the amount of \$2,000. Seconded by Councilor Crabb and carried unanimously by the ten members present.

ADD/DELETE LIST Item #9: VOTE RESULT: Councilor Davis made a motion to approve District Attorney – Increase Witness Fees in the amount of \$2,500. Seconded by Councilor Crabb and carried unanimously by the ten members present.

ADD/DELETE LIST Item #10: VOTE RESULT: Councilor Davis made a motion to approve District Attorney – Increase Other Travel in the amount of \$1,500. Seconded by Councilor Crabb and carried unanimously by the ten members present.

ADD/DELETE LIST Item #11: VOTE RESULT: Councilor Davis made a motion to approve District Attorney – Increase Litigation / court costs in the amount of \$10,000. Seconded by Councilor Crabb and carried unanimously by the ten members present.

ADD/DELETE LIST Item #12: VOTE RESULT: Councilor Davis made a motion to approve District Attorney – Increase Education & Training in the amount of \$3,500. Seconded by Councilor Crabb and carried unanimously by the ten members present.

ADD/DELETE LIST Item #13: VOTE RESULT: Mayor Pro Tem Allen made a motion to approve Superior Court Judges- Decrease Mobile Phone in the amount of \$444. Seconded by Councilor Garrett and carried unanimously by the ten members present.

ADD/DELETE LIST Item #14: VOTE RESULT: Mayor Pro Tem Allen made a motion to approve Superior Court Judges- Increase Contractual Services in the amount of \$16,500. Seconded by Councilor Garrett and carried unanimously by the ten members present.

ADD/DELETE LIST Item #15: VOTE RESULT: Councilor Garrett made a motion to approve Superior Court Judges - Increase Professional Services in the amount of \$56,000. Seconded by Councilor Barnes and carried unanimously by the ten members present.

ADD/DELETE LIST Item #16: VOTE RESULT: Mayor Pro Tem Allen made a motion to approve Superior Court Judges (All Judges) - Increase Postage in the amount of \$7,000. Seconded by Councilor Garrett and carried unanimously by the ten members present.

ADD/DELETE LIST Item #17: VOTE RESULT: Mayor Pro Tem Allen made a motion to approve Superior Court Judges (All Judges) - Increase Copier Charges in the amount of \$6,060. Seconded by Councilor Garrett and carried unanimously by the ten members present.

ADD/DELETE LIST Item #18: VOTE RESULT: Councilor Garrett made a motion to approve Superior Court Judges (All Judges) - Increase Office Supplies (To provide \$8,000 for all Judges) in the amount of \$13,400. Seconded by Councilor Barnes and carried unanimously by the ten members present.

ADD/DELETE LIST Item #19: VOTE RESULT: Councilor Garrett made a motion to approve Superior Court Judges - Increase Muscogee County Supplement from \$10,000 to \$20,000 for Circuit Wide Court Administrator in the amount of \$10,765. Seconded by Councilor Barnes and carried unanimously by the ten members present.

ADD/DELETE LIST Item #20: VOTE RESULT: Councilor Barnes made a motion to approve Public Defender's Office - Amended Contractual Services (includes \$4,000 increase for all state contract employees) in the amount of \$24,681. Seconded by Councilor Garrett and carried unanimously by the ten members present.

ADD/DELETE LIST Item #21: VOTE RESULT: Mayor Pro Tem Allen made a motion to approve Public Defender's Office - Amended Request for One (1) Investigator I (G120); Amended Request for One (1) Legal Administrative Clerk (G115) and One (1) Paralegal (G119) in the total amount of \$102,049. Seconded by Councilor Garrett and carried unanimously by the ten members present.

ADD/DELETE LIST Item #22: VOTE RESULT: Mayor Pro Tem Allen made a motion to approve Public Defender's Office - Amended Request to Reclassify One (1) Legal Administrative Clerk (G115) to one (1) Administrative Coordinator in the amount of \$2,905. Seconded by Councilor Garrett and carried unanimously by the ten members present.

ADD/DELETE LIST Item #23: VOTE RESULT: Mayor Pro Tem Allen made a motion to approve Recorder's Court – Addition of one (1) Assistant Chief Deputy Clerk (G122) in the amount of \$60,386. Seconded by Councilor Barnes and carried unanimously by the ten members present.

ADD/DELETE LIST Item #24: VOTE RESULT: Mayor Pro Tem Allen made a motion to approve Recorder's Court – Addition of one (1) Finance Manager (G121) in the amount of \$57,820. Seconded by Councilor Barnes and carried unanimously by the ten members present.

ADD/DELETE LIST Item #25: VOTE RESULT: Mayor Pro Tem Allen made a motion to approve Recorder's Court – Addition of two (2) Deputy Clerk II (G115) in the amount of \$93,346. Seconded by Councilor Barnes and carried unanimously by the ten members present.

ADD/DELETE LIST Item #26: VOTE RESULT: Councilor Cogle made a motion to approve Parks & Recreation – Addition of \$600,000 from reserves for Parks Maintenance. Seconded by Councilor Garrett. Mayor Pro Tem Allen made a substitute motion to amend the amount to \$100,000. Seconded by Councilor Barnes and carried by a vote of nine to one with Councilor Davis voting no.

ADD/DELETE LIST (Request of Councilor Crabb): VOTE RESULT: Mayor Pro Tem Allen made a motion to approve Bull Creek Golf Course Fund – Add List: One (1) Full-Time Marketing Manager \$57,980. DELETE: Funds from Godwin Creek and Part-Time Maintenance Intern, Other Operating Expense \$57,980. Seconded by Councilor Garrett and carried unanimously by the ten members present.

ADD/DELETE LIST Item #27: VOTE RESULT: Councilor Crabb made a motion to approve Tax Commissioner - One (1) Financial Analyst (G123-3) in the amount of \$64,217. Seconded by Councilor Garrett and carried unanimously by the nine members present, with Councilor Huff being absent for the vote.

ADD/DELETE LIST Item #28: VOTE RESULT: APPROVED- Councilor Crabb made a motion to approve Tax Commissioner - One (1) Tax Specialist (G120) in the amount of \$55,376. Seconded by Councilor Garrett and carried unanimously by the nine members present, with Councilor Huff being absent for the vote.

ADD/DELETE LIST Item #29: VOTE RESULT: APPROVED- Councilor Crabb made a motion to approve Tax Commissioner - One (1) Technology Support Analyst (G123-3) AMENDED to move the Technology Support Analyst from Tax Commissioner's Office to the Information Technology Department in the amount of \$64,217. Seconded by Mayor Pro Tem Allen and carried unanimously by the nine members present, with Councilor Huff being absent for the vote.

ADD/DELETE LIST Item #30: VOTE RESULT: Councilor Crabb made a motion to approve Police Department – Addition of two (2) Administrative Tech (G115); One (1) Audio Visual Tech (G113); Two (2) Crime Analyst (G120); One (1) Computer Forensic Analyst (G120), Four (4) Real Time Crime Center Tech (G118); Three (3) Crime Scene Investigators (G118) and Operating budget increases of \$50,702 in a total amount of \$716,362; DELETE LIST: Seventeen (17) Police

Cadets (G113) in the amount of \$716,362. Seconded by Mayor Pro Tem Allen and carried unanimously by the ten members present.

ADD/DELETE LIST Item #31: VOTE RESULT: Councilor Garrett made a motion to approve Internal Auditor – Addition of one (1) Car allowance for Internal Auditor in the amount of \$8,376. Seconded by Councilor Davis and carried unanimously by the ten members present.

ADD/DELETE LIST Item #32: VOTE RESULT: Councilor Garrett made a motion to approve Internal Auditor – Addition of one (1) Full-Time Forensic Auditor effective January 2024 in the amount of \$36,944. Seconded by Councilor Davis and carried unanimously by the ten members present.

ADD/DELETE LIST Item #33: VOTE RESULT: Councilor Garrett made a motion to approve Internal Auditor - Software Lease for Whistleblower Hotline in the amount of \$3,000. Seconded by Councilor Davis and carried unanimously by the ten members present.

ADD/DELETE LIST Item #34: VOTE RESULT: Councilor Garrett made a motion to approve Internal Auditor - Increase Education & Training in the amount of \$4,227. Seconded by Councilor Davis and carried unanimously by the ten members present.

ADD/DELETE LIST Item #35: VOTE RESULT: Councilor Garrett made a motion to approve Park & Recreation - One (1) Zero Turn Mower in the amount of \$9,118. Seconded by Mayor Pro Tem Allen and carried unanimously by the ten members present.

ADD/DELETE LIST Item #36: VOTE RESULT: Councilor Garrett made a motion to approve Parks & Recreation – Addition of one (1) Full-Time Parks Maintenance Worker I (G114) and two (2) Part-Time Parks Maintenance Worker I in the amount of \$96,606. Seconded by Mayor Pro Tem Allen and carried unanimously by the ten members present.

ADD/DELETE LIST (Request of Councilor Tucker): VOTE RESULT: Councilor Tucker made a motion to approve Parks & Recreation – Three (3) Scoreboards for Rigdon, Shirley B. Winston and Edgewood Parks in the amount of \$48,000 each for a total amount of \$144,000. Seconded by Councilor Cogle and carried unanimously by the ten members present.

ADD/DELETE LIST Item #37: VOTE RESULT: Mayor Pro Tem Allen made a motion to deny Parks & Recreation – Addition of all requested personnel from budget presentation \$3,399,598. Seconded by Councilor Davis and carried unanimously by the ten members present.

ADD/DELETE LIST Item #38: VOTE RESULT: Mayor Pro Tem Allen made a motion to deny Parks & Recreation – Addition of all capital outlay from budget presentation \$9,019,971. Seconded by Councilor Davis and carried unanimously by the ten members present.

**ADD / DELETE LIST: OLOST FUND**

ADD/DELETE LIST (Request of Mayor Henderson): VOTE RESULT: Councilor Garrett made a motion to approve – Addition of \$25,000 for Crime Stoppers using funding from OLOST. Seconded by Mayor Pro Tem Allen and carried unanimously by the ten members present.

With there being no further business to discuss, Chairperson Thomas declared the adjournment of the May 16, 2023, Budget Review Committee Meeting, with the time being 2:28 p.m.

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Tameka Colbert  
Deputy Clerk Pro Tem

# MINUTES OF THE EMPLOYEE BENEFITS COMMITTEE

Monday, April 17, 2023  
11:00 AM

ATTENDEES	P	A	ATTENDEES	P	A
Lance Deaton		X	Troy Vanerson	X	
Nancy Boren		X	Ardria McGruder	X	
Timothy A. Smith	X		Shannon H. Hubbard	X	
			Holli Browder	X	
Angelica Alexander, Ex-Officio		X	Pamela Hodge	X	
Reather Hollowell, Ex-Officio	X		Lisa Goodwin		X

**Others Present: Vanessa Stephens, Tammi Starkey Sheila Holt - NFP  
Erin McDill, Megan Procell - CareATC, Keisha Johnson, Sheila Risper, Cynthia Holliman, and  
Amaris B. Fryer**

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**CALL TO ORDER: HOLLI BROWDER – VICE CHAIR (11:34 AM)**

## AGENDA AND DISCUSSIONS

- The meeting was called to order.
- The minutes from the **February 22, 2023**, meeting was reviewed and approved.
- Reather Hollowell – Presented an update on member term expirations for the Employee Benefits Committee (EBC). A document was provided to the committee via email concerning **term limits for the Employee Benefits Committee**. Per Reather Hollowell and the Clerk of Council's review, an issue was not found with all members rolling off the committee at the same time. Although it appears that all members' terms will end on April 30<sup>th</sup>, 2025, it was found that some members are in their 1<sup>st</sup> term, and other members are in their 2<sup>nd</sup> term. Furthermore, some members (Public Safety) serve a 2-year term, while others (General Government) serve a 3-year term. This allows for the staggering of terms that was requested during the last Employee Benefits Committee meeting.

*\*The member term for Lance Deaton was reported to expire on April 30, 2023. Due to Lance Deaton's position being that of a public safety employee, the replacement nominee for the Employee*



*Benefits Committee's vacant position must be selected by the Columbus Consolidated Government's (CCG) public safety employees.*

- Several nominations have been submitted for the fulfillment of said vacancy. A voting ballot will be sent out to Public Safety employees with a list of nominees. Once voting has commenced, the result will be presented to Council for approval of the new committee member.
- Erin McDill – CareATC presented a Personnel Health Assessment (PHA) update. CareATC is currently planning and working on the Wellness Guide intended to be released in May 2023.
- Megan Procell – CareATC provided an overview of CareATC's HealthPassport. The platform includes single sign-on capabilities through the CareATC patient portal or app, a PHA appointment scheduler, as well as health and fitness device connection services for wellness challenges, and the annual "Step Challenge."
- Tammi Starkey - NFP provided a Healthcare Benefits Update. The recommendation concerning CCG's Health Plan administrator, and Pharmacy Benefits Plan administrator, is to continue with Anthem BCBS and Optum Rx for the 2024 plan year. Additionally, a 9% rate increase will apply to all non-wellness active employees. For health plan utilizers that participate in the wellness incentive, there will be no increase to their contributions in 2024.

*\*No proposed plan design changes to the health plan for 2024.*

*\*(Due to the EBC being sanctioned by City Council, all further meetings will need to include an in-person meeting with at least three members of the committee present.)*

- There being no further business, a motion was made to adjourn. **(12:05 PM)**

*Next Committee Meeting is Scheduled for Wednesday, June 28, 2023, at 10:00 AM*

Respectfully Submitted,

Amaris B. Fryer

HR Administrative Assistant

BOARD MINUTES  
OF THE  
HOSPITAL AUTHORITY OF COLUMBUS, GEORGIA  
May 30, 2023

A regularly scheduled meeting of the Board of the Hospital Authority of Columbus, Georgia (HAC) was held at 11:00 AM on Tuesday, May 30, 2023. The meeting was held in the conference room at Orchard View on Whitesville Road in Columbus, Georgia, and by Zoom video conference. A notice was emailed to each member of the Board prior to the meeting. A copy of the notice was posted more than 24 hours before the meeting on the door of the building in which the meeting was held.

Present at the meeting were Chairman Ernie Smallman, Vice Chairman Sarah Lang, members Betty Tatum, Dr. John Kingsbury, and, Warner Kennon, Jr. Members Jennings Chester and Chuck Hecht were excused. Member Cynthia Jordan was unexcused.

Britt Hayes, CEO, Rick Alibozek, CFO, and Jack P. Schley, Secretary/Attorney, were also present at the meeting.

INVOCATION AND WELCOME

Chairman Ernie Smallman called the meeting to order and welcomed everyone to the meeting. Betty opened the meeting with a prayer.

DETERMINATION OF QUORUM

It was determined by Ernie that a quorum was present.

REVIEW OF MINUTES

The Minutes for the April 25, 2023 Board meeting were reviewed. Sarah moved for their approval and Dr. Kingsbury seconded the motion. The April 2023 Board Minutes were unanimously approved.

BOARD BUSINESS

Jack reminded the Board members to submit names for nominations to fill the seat of Jennings Chester. Sylvan Hollingsworth and Audrey Hollingsworth were mentioned as possible nominees. Ernie requested that an email reminder be sent out to the Board as a reminder that names should be submitted for nomination.

Jack announced that HAC has been presented with an opportunity to invest in a money market account with a guaranteed rate of 4.75% through December 31, 2023 by Colony Bank. Jack indicated this opportunity needed to be presented to the Board because two Board members are affiliated with Colony Bank: Mike is employed by Colony Bank as its Market President and Ernie is a member of its board, and these relationships create a potential conflict of interest the Board is obligated to prevent under Article Four, Section 2(c) of the By-laws. Ernie stepped out of the room for the Board to discuss the matter. Rick presented the results of his due diligence into other available options in the open market place. Rick reported that the offered rate is comparable to the current interest rates on existing accounts held by HAC. Rick mentioned that the collateralization requirements for HAC's deposits prevent many financial institutions from offering services to HAC, but Rick further indicated that this Colony Bank offer is not the only available option; specifically, Georgia Fund One provides a comparable investment opportunity that meets the collateralization requirements. All Board members present voiced concerns about the potential conflict of interest associated with the proposed transaction. Following further discussion, Sarah called for Board members to indicate their willingness to pursue the proposal further, which was seconded by Dr. Kingsbury: a majority of the Board voted against HAC accepting the offer from Colony Bank. Ernie was called back into the meeting.

## PRESIDENT'S REPORT

Britt Hayes gave the President's report:

**Bond Discussion:** Britt thanked the Board for its attention to the Special Called Meeting to discuss the refunding of HAC's 2013 bond. Britt reported the meeting was cancelled because the offered bids were insufficient to pursue by resolution. Britt indicated that rates were stable for about 45 days before the bids were received which indicated HAC was positioned to save more than a million dollars by refunding; however, the rates changed shortly before the bids were received and the greatest savings through the bids received was only about \$600,000. Rick indicated the bids did not fulfill the requirements to pursue the refunding any further, and that the current debt ceiling debates in Congress most likely spooked investors and changed the rates. Britt mentioned another opportunity may become available within the next six months.

**Staffing:** Britt reported that the new schedule of three-day work weeks with twelve-hour shifts for clinical staff will begin this Thursday. Britt anticipates that this new schedule will help address the staffing shortage by efficiently managing the work of current staff members. If this new schedule proves to be efficient, Britt expects that additional units can be opened with current staffing numbers to help increase census. The new schedule is also compatible with the new tier system which incentivizes hard work to increase pay. This should make HAC a competitive employer for hard working clinical staff willing to do the work. WTVM is advertising a job fair hosted by HAC in partnership with Goodwill scheduled for June 27 and 28.

**New Initiatives:** Britt reported that the clinical data compiled by Point-Click Care creates an opportunity for the data to be reviewed by a third-party consultant to offer feedback for improving patient care and fully utilizing staff. Britt indicated Polaris is one of the consultants

being considered to review the data. By outsourcing MDS work, this would create an opportunity to utilize the MDS staff to perform other work.

Britt reported that HAC participated in Community Coalition Full Scale Exercise which consists of a group of regional medical service providers that discuss hypothetical emergencies to form strategic plans to address those emergencies. The participating organizations post online their resources and how each organization can contribute to the hypothetical scenario. Britt indicated the latest hypothetical involved the emergency landing of a commercial plane bearing Ebola physicians at the Columbus airport and a local Ebola outbreak resulting from the plane's arrival. The intention of the exercise is for regional medical providers to network and provide greater community responses to an emergency. Rick indicated that the Point-Click Care program, which operates through the Cloud, includes an emergency mode which permits staff to access the system remotely. In emergency mode, the program tracks the work of staff working away from HAC facilities (i.e. HAC staff reporting to an off-site public emergency) and compiles data for seeking Medicare/Medicaid reimbursement for the emergency services rendered.

Britt reported HAC is pursuing a \$250,000 grant through CMP Reinvestments. The grant would be used to improve resident health and quality of life outcomes through expansion and improvement of restorative nursing approaches and programs.

Britt reported the results of the SWOT Analysis are not yet available but an active link to the survey has been posted online so that second and third shift frontline workers have an opportunity to contribute their ideas.

Britt indicated that HAC has not historically participated in legislation pertaining to healthcare, but Britt is working to improve that by building relationships with state representatives like Georgia State Senator Randy Robertson and Representative Richard Smith. Britt hopes these

relationships will make HAC a sounding board for our local representatives to discuss pending legislation that would impact HAC's work.

**COVID-19 Update:** Reported by Britt:

The Public Health Emergency (PHE) ended on May 11, 2023. As a result, the website tracking Muscogee County's outbreak status has been shut down. Mask requirements have been lifted, but HAC is still required to mandate vaccinations for new hires. This deters some seeking employment with HAC, but Britt indicated this mandate is also set to expire. Booster clinics will also continue and Britt reported that all of HAC's facilities are above the national average for resident boosters.

**UPL Payments:** Rick reported that half of the UPL payment was received in December with the second half totaling \$2.4 million scheduled to be paid in June. Upon receipt of the second payment, the net payment will be \$4.9 million.

**Year End Audit:** Rick reported that FORVIS, formerly DHG, began its audit of HAC last week and Rick expects the final report to be shared with the Board in October. The fee charged by FORVIS increased nominally according to Rick.

CFO'S REPORT

Rick Alibozek presented the Financial and Statistical Reports.

**Statistical Report:** Attached to these Minutes is the FY 2023 YTD Statistical Report.

**Financial Report:** Attached to these Minutes is the Hospital Authority of Columbus YTD Consolidated Income Statement through April 30, 2023.

Rick reported that HAC's accounting is caught-up with the new software, that all available budget cuts have been made, and that HAC needs to grow its census. Betty asked about memory



care within HAC's facilities. Britt reported that memory care service is saturated in Columbus and HAC does not plan to open more memory care units because it would not be able to fill the beds.

NEXT MEETING

The next meeting will be Tuesday, June 27, 2023.

There being no further business the meeting was adjourned.

  
\_\_\_\_\_  
JACK P. SCHLEY  
Secretary/Attorney  
\_\_\_\_\_  
ERNEST SMALLMAN, IV  
Chairman

HOSPITAL AUTHORITY OF COLUMBUS  
FY 2023 YTD Statistical Report

	June	May	Apr	Mar	Feb	Jan	Dec	Nov	Oct	Sept	August	July	Average	Prior Year
<b>Orchard View</b>														
% Occupancy	64.70%	66.10%	64.98%	63.37%	62.18%	64.08%	68.05%	66.07%	63.32%	63.32%	63.32%	62.63%	64.55%	60.27%
Medicaid%	66.28%	71.79%	63.04%	64.70%	64.59%	66.11%	65.32%	68.95%	72.90%	72.90%	72.90%	72.98%	67.67%	76.76%
Medicare%	10.10%	13.03%	12.81%	9.52%	10.61%	12.02%	12.82%	10.42%	4.99%	4.99%	4.99%	8.65%	10.50%	6.94%
Private %	12.83%	12.71%	16.02%	13.77%	12.76%	11.11%	11.42%	10.19%	11.08%	11.08%	11.08%	6.77%	11.87%	7.19%
Hospice %	5.87%	0.00%	6.54%	9.65%	10.48%	9.13%	7.70%	7.24%	8.02%	8.02%	8.02%	8.34%	7.30%	7.66%
ADV %	4.92%	2.46%	1.59%	2.37%	1.56%	1.64%	2.74%	3.20%	3.01%	3.01%	3.01%	3.26%	2.68%	1.45%
Daily Medicare and ADV Census	19.44	20.49	18.71	15.06	15.13	17.50	21.16	18.00	10.13	14.90	17.05	14.90	17.05	10.19
Employment (Full Time Equivalents)	166.73	166.53	169.20	180.11	177.36	168.76	171.00	183.37	182.03	182.03	182.03	190.35	175.54	195.23
<b>Ridgcrest</b>														
% Occupancy	29.52%	28.99%	31.12%	29.95%	27.73%	24.72%	29.38%	26.23%	26.73%	26.73%	26.73%	24.42%	27.88%	23.59%
Medicaid%	45.70%	49.14%	34.15%	44.10%	44.60%	48.96%	36.34%	34.95%	26.72%	26.72%	26.72%	29.09%	39.38%	24.48%
Medicare%	23.12%	19.21%	22.13%	22.18%	16.07%	18.30%	32.55%	23.75%	23.28%	23.28%	23.28%	25.00%	22.56%	40.93%
Private %	21.37%	24.24%	24.86%	23.85%	28.39%	22.47%	16.60%	23.90%	31.61%	31.61%	31.61%	37.74%	25.50%	24.27%
Hospice %	4.03%	0.00%	3.83%	3.97%	4.29%	4.82%	7.32%	9.08%	8.91%	8.91%	8.91%	6.76%	5.30%	1.82%
ADV %	5.78%	7.42%	15.03%	5.90%	6.65%	5.46%	7.19%	8.32%	9.48%	9.48%	9.48%	1.42%	7.27%	8.50%
Daily Medicare and ADV Census	7.16	6.49	9.72	7.06	5.29	4.93	9.80	7.06	7.36	7.36	7.36	5.42	7.03	9.70
Employment (Full Time Equivalents)	34.29	34.43	35.01	36.89	36.65	32.35	32.16	31.72	28.75	28.75	28.75	30.21	33.25	32.24
<b>Muscogee Manor</b>														
% Occupancy	53.25%	53.80%	55.10%	53.83%	53.18%	54.52%	56.20%	57.50%	55.89%	55.89%	55.89%	55.00%	54.83%	59.69%
Medicaid%	89.40%	96.02%	92.03%	88.17%	90.96%	90.74%	88.67%	84.65%	88.43%	88.43%	88.43%	89.47%	89.85%	90.85%
Medicare%	1.66%	1.62%	1.32%	1.13%	0.34%	1.97%	3.13%	4.53%	2.65%	2.65%	2.65%	0.60%	1.90%	4.29%
Private %	2.87%	2.36%	-0.10%	2.84%	2.63%	1.87%	1.00%	0.98%	1.27%	1.27%	1.27%	1.47%	1.72%	0.87%
Hospice %	6.07%	0.00%	6.28%	6.55%	5.97%	4.99%	5.42%	5.97%	6.83%	6.83%	6.83%	7.03%	5.54%	3.06%
ADV %	0.00%	0.00%	0.46%	1.01%	0.09%	0.44%	1.78%	3.87%	0.82%	0.82%	0.82%	1.43%	0.99%	0.93%
Daily Medicare and ADV Census	1.73	1.71	1.93	2.25	0.45	2.57	5.42	9.47	3.80	3.80	3.80	2.20	3.15	5.55
Employment (Full Time Equivalents)	116.09	117.23	125.47	130.44	132.62	127.04	130.04	130.77	125.51	125.51	125.51	121.46	125.67	114.82
<b>Muscogee Home Health</b>														
Employment (Full Time Equivalents)								1.18	2.35	2.35	2.35	3.21	2.25	6.84

HOSPITAL AUTHORITY OF COLUMBUS  
12 MONTH MOVING STATISTICAL REPORT

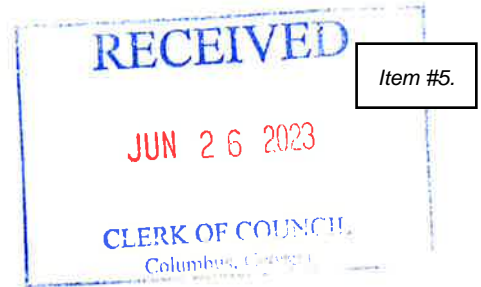
	Apr-23	Mar-23	Feb-23	Jan-23	Dec-22	Nov-22	Oct-22	Sep-22	Aug-22	Jul-22	Jun-22	May-22	Apr-22	13 Mth Average	Prior Year Avg
<b>Orchard View</b>															
% Occupancy	64.70%	65.10%	64.98%	63.37%	62.18%	64.08%	68.05%	66.07%	63.32%	62.63%	63.13%	63.10%	61.98%	64.13%	60.01%
Medicaid%	66.28%	71.79%	63.04%	64.70%	64.59%	66.11%	65.32%	68.95%	71.90%	71.67%	71.67%	75.46%	74.78%	68.12%	77.27%
Medicare%	10.10%	13.03%	12.81%	9.53%	10.51%	12.07%	12.82%	10.42%	4.99%	8.65%	10.48%	8.56%	6.13%	10.01%	6.72%
Private %	12.89%	12.71%	16.02%	13.77%	22.88%	11.11%	11.42%	10.19%	11.08%	6.77%	8.00%	7.77%	7.53%	10.84%	7.53%
Hospice %	5.87%	0.00%	6.54%	9.65%	10.48%	9.13%	7.70%	7.24%	8.02%	8.34%	7.76%	8.77%	8.79%	7.49%	7.49%
ADV %	4.92%	2.46%	1.59%	2.37%	1.56%	1.66%	2.74%	3.26%	3.01%	2.08%	2.08%	1.34%	2.77%	2.53%	1.34%
Daily Medicare and ADV Census	19.44	20.49	18.71	15.06	15.13	17.50	21.16	18.00	10.13	14.90	15.86	12.49	11.03	16.15	9.76
Employment (Full Time Equivalents)	166.73	166.53	169.20	180.11	177.36	168.76	171.00	183.37	182.63	190.35	190.42	175.69	176.89	176.89	195.84
<b>Ridgewood</b>															
% Occupancy	29.52%	28.99%	31.12%	29.95%	27.73%	24.72%	29.38%	26.23%	26.73%	34.42%	25.91%	24.62%	25.16%	27.27%	23.49%
Medicaid%	45.70%	49.14%	34.15%	44.10%	44.60%	48.96%	36.34%	34.95%	26.72%	29.09%	24.04%	33.85%	17.03%	36.05%	23.48%
Medicare%	23.12%	19.21%	22.13%	22.18%	16.07%	18.30%	32.55%	23.75%	23.28%	25.00%	31.55%	35.57%	45.43%	26.01%	43.27%
Private %	21.37%	24.24%	24.86%	23.85%	28.59%	22.47%	16.60%	23.90%	31.61%	37.74%	35.22%	21.37%	29.02%	26.20%	23.05%
Hospice %	4.03%	0.00%	3.83%	3.97%	4.29%	4.82%	7.32%	9.08%	8.91%	6.76%	4.59%	4.84%	4.73%	5.17%	1.68%
ADV %	5.78%	7.42%	15.03%	5.90%	6.65%	5.46%	7.19%	8.32%	9.46%	1.42%	4.59%	4.37%	3.79%	6.57%	8.52%
Daily Medicare and ADV Census	7.16	6.49	9.72	7.06	5.29	4.33	9.80	7.06	7.36	5.42	7.87	8.25	10.40	7.45	10.08
Employment (Full Time Equivalents)	34.29	34.43	35.01	36.89	36.65	32.35	32.16	31.72	28.75	30.21	34.95	32.05	31.64	33.15	32.59
<b>Muscooke Manor</b>															
% Occupancy	53.25%	53.80%	55.10%	53.83%	53.38%	54.52%	56.20%	57.50%	55.89%	55.00%	54.68%	53.14%	54.76%	54.68%	60.17%
Medicaid%	89.40%	96.02%	91.03%	88.17%	90.96%	90.74%	88.67%	84.65%	88.43%	89.47%	91.10%	89.50%	91.30%	90.03%	91.10%
Medicare%	1.66%	1.62%	1.32%	1.13%	0.94%	1.97%	3.13%	4.33%	3.65%	3.60%	3.05%	3.50%	3.70%	2.25%	4.33%
Private %	2.87%	2.36%	-0.10%	2.86%	2.63%	1.87%	1.00%	0.88%	1.27%	1.47%	0.78%	1.24%	-2.83%	1.26%	0.73%
Hospice %	6.07%	0.00%	6.28%	6.85%	5.97%	4.99%	5.42%	5.37%	6.83%	7.05%	4.57%	5.36%	4.91%	5.40%	2.90%
ADV %	0.00%	0.00%	0.46%	1.01%	0.09%	0.44%	1.78%	3.87%	0.82%	1.43%	0.50%	0.40%	2.92%	1.00%	0.94%
Daily Medicare and ADV Census	1.73	1.71	1.93	2.25	0.45	2.57	5.42	9.47	3.80	2.20	3.80	4.07	7.10	3.58	5.64
Employment (Full Time Equivalents)	116.09	117.23	125.47	130.44	132.62	127.04	130.04	130.77	125.51	121.46	114.53	112.00	111.76	122.69	114.46
<b>Muscooke Home Health</b>															
Employment (Full Time Equivalents)								1.18	2.35	3.21	3.62	4.30	4.87	3.87	7.07

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**HOSPITAL AUTHORITY OF COLUMBUS**  
**CONSOLIDATED SUMMARY REPORT**  
**MONTH ENDED APRIL 30, 2023**

**BALANCE SHEET**

	Orchard View	Home Office	Ridgecrest	Muscogee Manor	Total Nursing Home	Cobles PCH	Muscogee Home Health	River Mill	Consolidated
Cash	\$ 5,896,170	\$ -	\$ 7,764,086	\$ 8,993,389	\$ 22,653,645	\$ 9,350	\$ 1,711	\$ 2,862,721	\$ 25,527,427
Other Current Assets	2,178,899	-	477,767	1,687,616	4,344,282	437	28,717	-	4,373,436
Intercompany Balances	18,990,041	-	903,561	(10,270,334)	9,623,268	(6,386,177)	(2,316,580)	(920,318)	193
Noncurrent Assets	34,433,002	-	35,508,373	7,213,629	77,155,004	155,652	83,642	564,920	77,959,218
<b>Total Assets</b>	<b>\$ 61,498,112</b>	<b>\$ -</b>	<b>\$ 44,653,787</b>	<b>\$ 7,624,300</b>	<b>\$ 113,776,199</b>	<b>\$ (6,220,738)</b>	<b>\$ (2,202,510)</b>	<b>\$ 2,507,323</b>	<b>\$ 107,860,274</b>
Current Liabilities	\$ 1,540,951	\$ -	\$ 610,650	\$ 782,172	\$ 2,933,773	\$ -	\$ 18,379	\$ -	\$ 2,952,152
Non-current Liabilities (excluding bonds)	7,463,067	-	3,196,985	4,648,579	15,308,631	360,100	450,668	-	16,119,399
Bonds Payable	23,627,144	-	29,732,445	-	53,359,589	-	-	-	53,359,589
<b>Total Liabilities</b>	<b>32,631,162</b>	<b>-</b>	<b>33,540,080</b>	<b>5,430,751</b>	<b>71,601,993</b>	<b>360,100</b>	<b>469,047</b>	<b>-</b>	<b>72,431,140</b>
Fund Balance	28,866,950	-	11,113,707	2,193,549	42,174,206	(6,580,838)	(2,671,557)	2,507,323	35,429,134
<b>Total Liabilities and Fund Balance</b>	<b>\$ 61,498,112</b>	<b>\$ -</b>	<b>\$ 44,653,787</b>	<b>\$ 7,624,300</b>	<b>\$ 113,776,199</b>	<b>\$ (6,220,738)</b>	<b>\$ (2,202,510)</b>	<b>\$ 2,507,323</b>	<b>\$ 107,860,274</b>
<b>INCOME STATEMENT</b>									
Revenue	\$ 1,338,845	\$ 39,333	\$ 303,928	\$ 1,093,102	\$ 2,775,208	\$ 1,000	\$ -	\$ -	\$ 2,776,208
Operating Expenses	1,250,363	139,049	339,804	1,028,929	2,758,145	504	2,586	4,071	2,765,306
<b>Net Profit (Loss) before Noncash expense</b>	<b>88,482</b>	<b>(99,716)</b>	<b>(35,876)</b>	<b>64,173</b>	<b>17,063</b>	<b>496</b>	<b>(2,586)</b>	<b>(4,071)</b>	<b>10,902</b>
Provision for Bad debts	-	-	-	-	-	-	-	-	-
Interest expense /	(60,062)	-	(81,232)	-	(141,294)	-	-	-	(141,294)
Depreciation and Amortization	(85,892)	-	(95,349)	(9,508)	(190,749)	(377)	-	-	(191,126)
<b>Current Month Income (loss)</b>	<b>\$ (57,472)</b>	<b>\$ (99,716)</b>	<b>\$ (212,457)</b>	<b>\$ 54,665</b>	<b>\$ (314,980)</b>	<b>\$ 119</b>	<b>\$ (2,586)</b>	<b>\$ (4,071)</b>	<b>\$ (321,518)</b>
<b>YTD Income (loss)</b>	<b>\$ 872,499</b>	<b>\$ (1,532,383)</b>	<b>\$ (2,253,793)</b>	<b>\$ 855,597</b>	<b>\$ (2,058,080)</b>	<b>\$ 580</b>	<b>\$ (80,400)</b>	<b>\$ (5,329)</b>	<b>\$ (2,143,229)</b>
<b>YTD Net Income (loss)</b>	<b>(57,472)</b>	<b>(99,716)</b>	<b>(212,457)</b>	<b>54,665</b>	<b>(314,980)</b>	<b>119</b>	<b>(2,586)</b>	<b>(4,071)</b>	<b>(321,518)</b>
Add: Depreciation	85,892	-	95,349	9,508	190,749	377	-	-	191,126
Add: Interest Expense	60,062	-	81,232	-	141,294	-	-	-	141,294
Less: Monthly bond payment	(197,445)	-	(144,554)	-	(341,999)	-	-	-	(341,999)
Less: Property & Equipment Additions	(13,108)	-	-	-	(13,108)	-	-	-	(13,108)
<b>Net Cash Flow</b>	<b>(122,071)</b>	<b>(99,716)</b>	<b>(180,430)</b>	<b>64,173</b>	<b>(338,044)</b>	<b>496</b>	<b>(2,586)</b>	<b>(4,071)</b>	<b>(344,205)</b>



3632

**THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA**

**Regular Meeting**

**May 17, 2023**

**9:00 AM**

**Columbus, Georgia**

**Meeting was Held by Both Telephone Conferencing and In-Person  
Due to the COVID-19 Virus**

The Commissioners of the Housing Authority of Columbus, Georgia met in a regular session in Columbus, Georgia.

Chairman Larry Cardin called the meeting to order the following Directors were present:

Ryan Clements  
John Greenman  
Linda Hadley  
Jeanelle Pendleton  
John Sheftall  
Tiffani Stacy

In attendance from the Housing Authority staff was Lisa Walters, Chief Executive Officer, Sabrina Richards, Chief of Property Management, Sheila Crisp, Chief Financial Officer, Laura Johnson, Chief Real Estate Officer, Carla Godwin, MTW Coordinator and Resident Services Administrator, Jim Clark, Esquire, and Denise L. Thompson-Mosley, Executive Assistant.

**INVOCATION:**

Chair Cardin offered the invocation.

**ADOPTION OF AGENDA:**

Lisa Walters stated there would be a change in the agenda. Sabrina Richards will present the resolution for Approving Revision of the Admissions and Continued Occupancy Plan for Public Housing and the resolution Approving the Housing Choice Voucher Administrative Plan Revision for the Section 8 Program instead of John Casteel. Chair Cardin asked for a motion approving the amended agenda. Motion for approval of the agenda was made by Commissioner Clements, seconded by Commissioner Hadley. Motion carried.



3633

**APPROVAL OF THE APRIL 19, 2023 BOARD MEETING MINUTES:**

Chairman Cardin called for a motion to approve the minutes of the April 19, 2023 Board meeting.

Motion for approval of the amended minutes was made by Commissioner Hadley, seconded by Commissioner Sheftall. The motion carried.

**FINANCIAL REPORT:**

Sheila Crisp, CFO, provided a report of agency finances month-to-date and year-to-date actual to budget results and the explanation of the top factors of the variances. In summary, we are tracking behind budget by about \$442K.

The top factors for both MTD and YTD variances for excess of revenue before Capitalized Expenditures and Transfers:

- The delay in construction at The Banks of Mill Village and Warm Springs Senior Village has resulted in a postponement of payment of Developer Fees to HACG of approximately \$600K.
- Dividend income, in the amount of \$449K, was received from HAI Group.
- HUD delayed publishing new income limits, which affects the amount of rent that can be charged. The new limits have been issued and went into effect May 1, 2023. This factor will allow an increase in rent for the remainder of the year.
- HUD authorized an increase in Operating Cost Adjustment Factors (OCAF) for Section 8 contracts, effective May 1, 2023. This will allow an increase in rent collected the remainder of the year as well as an augment to the management fee income HACG receives.

**CHARGE-OFF OF FORMER RESIDENT ACCOUNT BALANCES FOR MONTH ENDING APRIL 30, 2023:**

The following Resolution was introduced and duly considered:

**RESOLUTION NO. 3440**

**RESOLUTION AUTHORIZING THE CHARGE-OFF OF FORMER  
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR  
THE AUTHORITY'S HOUSING DEVELOPMENTS  
FOR THE MONTH ENDING APRIL 30, 2023**

Motion for approval was made by Commissioner Hadley, seconded by Commissioner Pendleton. Motion carried.

3634

Ms. Richards also gave an update on The Banks at Mill Village. There are 71 of 102 units occupied and the lease up should be completed in six weeks.

**CONSIDER A RESOLUTION APPROVING REVISION OF THE  
ADMISSIONS AND CONTINUED OCCUPANCY PLAN FOR  
PUBLIC HOUSING;**

The following Resolution was introduced and duly considered:

**RESOLUTION NO. 3441**

**RESOLUTION APPROVING REVISION OF THE ADMISSIONS AND  
CONTINUED OCCUPANCY PLAN FOR PUBLIC HOUSING**

The Admissions and Continued Occupancy Plan (ACOP) is a written policy that states the manner in which The Housing Authority of Columbus, GA will operate its Public Housing program. The purpose of the revision to the ACOP is to incorporate Housing Opportunities Through Modernization Act (HOTMA) regulatory changes to HACG policies. The changes address over-income family definitions and policies.

Motion for approval was made by Commissioner Pendleton and seconded by Commissioner Hadley. Motion carried.

**CONSIDER A RESOLUTION APPROVING THE HOUSING  
CHOICE VOUCHER ADMINISTRATIVE PLAN REVISION;**

The following Resolution was introduced and duly considered:

**RESOLUTION NO. 3442**

**RESOLUTION APPROVING THE HOUSING CHOICE VOUCHER  
ADMINISTRATIVE PLAN REVISION**

The Administrative plan is a written policy that states the way in which The Housing Authority of Columbus, GA will operate its Housing Choice Voucher Program (Section 8). The purpose of the revision to the Administrative Plan is to establish preferences for the project-based voucher waiting list for Warm Springs Senior Village.

Motion to approve this resolution was made by Commissioner Hadley, seconded by Commissioner Sheftall. Motion carried.

3635

**REPORT FROM THE GOVERNANCE COMMITTEE:**

No report. The Governance Committee will meet before the June 2023 board meeting to go over the CEO Evaluation.

**REPORT FROM THE AUDIT AND FINANCE COMMITTEE:**

No report. The Audit and Finance will meet prior to the next board meeting to update the bond issuance policy.

**REPORT FROM THE REAL ESTATE COMMITTEE:**

Commissioner Clements presented a report on the Wasserman Group tax-exempt bond issuance proposal. The Real Estate Committee did not think the housing planned by the Wasserman Group fit the mission of HACG, so the Wasserman Group withdrew their proposal. Commissioner Clements also suggested HACG come up with a formal procedure to be followed for when an entity is asking for HACG to issue bonds on their behalf.

**PUBLIC SAFETY TASK FORCE:**

Commissioner Stacy reported on safety concerns at the different properties. She stated gang activity had been reported on a former Warren Williams resident who now resides at Columbus Villas. Sabrina said an eviction notice has been issued.

**MOVING TO WORK (MTW) CORRECTIVE ACTION PLAN UPDATE:**

Lisa Walters gave an update on the MTW Corrective Action Plan (CAP). Lease up at Warren Williams is 96% and 90% for Cnty Homes for an average of 93%. The Section 8 voucher utilization has increased slightly to 85%.

**EXECUTIVE DIRECTOR'S REPORT:**

Lisa Walters reported that lease up is 96% across all developments, including the remote housing authorities. At the RAD properties, Nicholson Terrace, Luther Wilson, EJ Knight, and EE Farley, lease up is 97%.

During the April board meeting, Mr. Cardin requested a committee be formed to address the street racing in and around HACG properties. The staff committee is Sabrina Richards, Sheila Crisp, and Lisa Walters. Sabrina has been in contact with the sheriff's department about the issue.

3636

Lisa stated the need for an Audit and Finance Committee meeting to discuss the Bond Fee Policy.

HACG is considering the purchase of the investor and GP interest in Ashley Station I and II. There is nothing else to report at this time.

**EXECUTIVE SESSION:**

An Executive Session was held to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against this housing authority as provided by O.C.G.A. section 50-14-1(1). Commissioner Hadley motioned to close the Board meeting so the Executive Session could be entered. Commissioner Clements seconded the motion. Executive session was then entered. There was no action taken.

Chair Cardin adjourned the Executive Session.

**ADJOURN:**

There being no further business, Chairman Cardin asked for a motion to adjourn the meeting. Motion for approval was made by Commissioner Greenman, seconded by Commissioner Stacy. Meeting was adjourned.

  
Larry Cardin  
Chairman

  
Lisa L. Walters, CPM  
Secretary-Treasurer

# AFFIDAVIT

I, the undersigned R. Larry Cardin, first being duly sworn on oath state that I am the Chairman of The Housing Authority of Columbus, Georgia; that as such officer, I presided at a meeting of the Commissioners of said Housing Authority duly scheduled or called, and held on the 17<sup>th</sup> day of May 2023 a quorum of said Commissioners present.

That during the meeting, said Commissioners voted to go into executive session and close the meeting to the public, for consideration of the subject matter hereinafter specified.

That the subject matter of the meeting or the closed portion thereof was devoted to matters within the following exceptions provided by law, the specific relevant exception being identified by checkmark below:

- ☒ Consultation with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against this Housing Authority or any officer or employee, or in which this Housing Authority or any officer or employee may be directly involved, as provided in O.C.G.A. Section 50-14-2 (1).
- ☐ Discussion of the future acquisition of real estate, as provided by O.C.G.A. Section 50-14-3(4).
- ☐ Discussion or deliberation upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of an officer or employee, as provided in O.C.G.A. Section 50-14-3(6).

This affidavit is executed and ordered filed with the official minutes of said meeting in compliance with O.C.G.A. Section 50-14-4(b).

R. Larry Cardin

R. Larry Cardin, Chairman  
Housing Authority of Columbus, Georgia

Sworn to and subscribed before me this 17  
Day of MAY, 2023.

Karen Kinnison  
Notary Public, Muscogee County, Georgia

My Commission Expires \_\_\_\_\_





CONSOLIDATED GOVERNMENT  
*What progress has preserved.*  
PLANNING DEPARTMENT

Planning Advisory Commission

May 17, 2023

RECEIVED

JUN 23 2023

CLERK OF COUNCIL  
COLUMBUS, GEORGIA

Item #5.

## MINUTES

A meeting of the Planning Advisory Commission was held Wednesday, May 17, 2023, in the Council Chambers of the Citizen Service Center.

### Commissioners Present:

#### Chairperson:

**Vice Chairperson:** James Dudley

**Commissioners:** Ralph King, Shelia Brown, Patricia Weekley, Patrick Steed, Brad Baker, Xavier McCaskey

#### Virtually:

**Absent:** Gloria Thomas, Larry Derby

**Staff Members:** John Renfro, Assistant Planning Director  
Morgan Shepard, Principal Planner

**CALL TO ORDER:** Vice Chairperson called the meeting to order at 9:00 a.m. All in attendance stood for the pledge of allegiance to the American Flag. He explained the rezoning process to the audience.

**APPROVAL OF MINUTES:** Vice Chairperson asked for a motion on the minutes. Vice Chairperson made a motion to submit the minutes as accepted. No changes or additions by other commissioners. Motion carries, minutes accepted.

- 1. REZN--04-23-0714:** A request to rezone 0.60 acres of land located at 6700/6708 Green Island Drive. Current zoning is Single Family Residential -1 (SFR1). Proposed zoning is Single Family Residential -2 (SFR2). The proposed use is Single Family Residential. Leary & Brown, Inc is the applicant. This property is located in Council District 2 (Davis).

Morgan Shepard read the staff report.

**Applicant:** Leary & Brown, Inc

**Owner:** Leary & Brown, Inc

**Location:** 6700/6708 Green Island Drive



<b>Parcel:</b>	180-006-002/3
<b>Acreage:</b>	0.60 Acres
<b>Current Zoning Classification:</b>	Single Family Residential - 1
<b>Proposed Zoning Classification:</b>	Single Family Residential - 2
<b>Current Use of Property:</b>	Single Family Residential
<b>Proposed Use of Property:</b>	Single Family Residential
<b>General Land Use:</b>	Inconsistent Planning Area A
<b>Current Land Use Designation:</b>	Single Family Residential
<b>Future Land Use Designation:</b>	Mixed Use
<b>Compatible with Existing Land-Uses:</b>	Yes
<b>Environmental Impacts:</b>	The property does not lie within the floodway and floodplain area. The developer will need an approved drainage plan prior to issuance of a Site Development permit, if a permit is required.
<b>City Services:</b>	Property is served by all city services.
<b>Traffic Impact:</b>	Average Annual Daily Trips (AADT) will increase to 25 trips (SFR2) up from 16 trips (SFR1) if used for residential use.
<b>Traffic Engineering:</b>	This site shall meet the Codes and regulations of the Columbus Consolidated Government for residential usage.
<b>School Impact:</b>	N/A
<b>Buffer Requirement:</b>	N/A
<b>Fort Benning's Recommendation:</b>	N/A
<b>DRI Recommendation:</b>	N/A
<b>Surrounding Zoning:</b>	<div> <div> <b>North</b>  <b>South</b>  <b>East</b> </div> <div> Single Family Residential – 1 (SFR1)  Residential Estates – 1 (RE1)  Single Family Residential – 1 (SFR1) </div> </div>

**West** Single Family Residential – 1 (SFR1)

**Attitude of Property Owners:** **Thirteen (13)** property owners within 300 feet of the subject properties were notified of the rezoning request. The Planning Department received two (2) calls and/or emails regarding the rezoning.

**Approval** 0 Responses  
**Opposition** 2 Responses

**Additional Information:** River Road Overlay District

Vice Chairperson asked if the Commissioners have any questions.

Commissioner King asked what the minimum lot size was for SFR1.

Ms. Shepard answered 15,000 square feet for SFR1 and 10,000 square feet for SFR2.

Vice Chairman Dudley stated that the SFR2 would be inconsistent with the Future Land Use Plan which is mixed use. He stated it is also the case that the current zoning is inconsistent.

Ms. Shepard stated that is correct.

James McVay, addressed the Commissioners on behalf of the applicant. He provided information on the property; the property is two lots, and one home was built on both. That home has been demolished. Currently, they can build a home on each lot, one lot is 100 feet by 150 feet, the second lot is 75 feet by 150 feet. The applicant would like to replat the lots to be 90 feet by 150 feet and 85 feet by 150 feet. This would create two equal size lots. The existing larger lot meets the minimum lot size for SFR1 and the existing second lot is grandfathered in. Two homes can currently be built on one each lot. The applicant is not adding additional homes and will only build two homes.

Fred Marshall, 6716 Green Island Drive, addressed the Commissioners to oppose the request. He provided a background of the area and the homes on Green Island Drive. He is concerned with making sure the property lines are respected, drainage issues from the lot onto his lot, privacy, property values, consistency with the existing neighborhood and traffic. He believes property values will have a greater increase from one home built on two lots and not two homes and that one home on both lots will be more consistent with the street. Photos of the runoff and clay on neighboring properties was shown to Commissioners.

Vice Chairman Dudley asked staff about the drainage concerns and if the Engineering Department would look at that.

Ms. Shepard responded the Engineering Department would review the permits and inspect the property. Plans and construction would have to meet the standards of the ordinance.

Commissioner Baker clarified that the applicant can build a home on each lot as it stands right now, the Commission cannot change that.

Fred Marshall, 6716 Green Island Drive, addressed the Commissioners. He stated resale values would be higher for all the homes, if only one house was built. The size of the home on a smaller lot is inconsistent with the surrounding properties.

James McVay, addressed the Commissioners on behalf of the applicant. He stated the rezoning will allow for a large home on each lot. He stated the homes will be a minimum of 2,500 square feet and sell in the \$600,000 range. The homes will enhance the area. The homes will not be cookie cutter, they will be fully landscaped which will help with drainage. He stated it is not feasible to build one large home, the market in the neighborhood can't support that.

Vice Chairman Dudley asked Mr. McVay about the concern regarding the property line.

Mr. McVay stated their engineer will mark the lines as part of the replatting process.

Fred Marshall, 6716 Green Island Drive, addressed the Commissioners. He clarified that he does not believe this would decrease property values, but that building one home as opposed to two would increase the property values more.

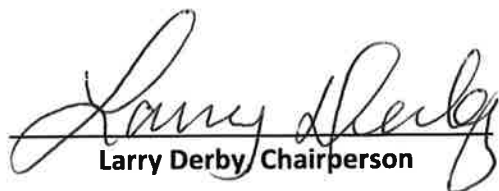
Commissioner Steed moved to approve the proposed rezoning as presented and Commissioner Baker seconded; Case is approved (6-0 Physical / 0-0 Virtual).

**NEW BUSINESS:** Sheila Brown stated this would be her last meeting on the Planning Advisory Commission. She thanked fellow Commissioners and staff.

**OLD BUSINESS:** None

**ADJOURNMENT:** 9:25 AM

**RECORDING:** <https://www.youtube.com/watch?v=I9hwocNhksA>



Larry Derby, Chairperson



Morgan Shepard, Principal Planner

**File Attachments for Item:**

**. COUNCIL APPOINTMENTS- READY FOR CONFIRMATION:**

**ANIMAL CONTROL ADVISORY BOARD:** Ms. Lori Turner was nominated to fill the unexpired term of Mr. Stephen Waters. (*Councilor Begly's nominee*) Term expires: October 15, 2023

**AUDIT COMMITTEE:** Mr. Michael Bruder was nominated to serve in a new member seat as the *Financial, Accounting or Governmental representative*. (*Councilor Davis' nominee*) Term expires: June 30, 2025

**BUILDING AUTHORITY OF COLUMBUS:** Mr. Johnny Byrd, II was nominated to succeed Ms. Leila Carr. (*Councilor Huff's nominee*) Term expires: March 24, 2025

**COUNCIL APPOINTMENTS- ANY NOMINATIONS WOULD BE LISTED FOR THE NEXT MEETING:**

**COMMISSION ON INTERNATIONAL RELATIONS & CULTURAL LIAISON ENCOUNTERS (CIRCLE):**

**SarahAnn Arcila**

*Resigned*

Term Expires: March 1, 2024

Open for Nominations

**(Council's Appointment)**

*These are four-year terms. Board meets monthly.*

**Women: 6**

**Senatorial District 15:** 5

**Senatorial District 29:** 5

**Columbus Consolidated Government  
Board Appointments – Action Requested**

**6. COUNCIL APPOINTMENTS- READY FOR CONFIRMATION:**

- A. ANIMAL CONTROL ADVISORY BOARD:** Ms. Lori Turner was nominated to fill the unexpired term of Mr. Stephen Waters. (*Councilor Begly's nominee*) Term expires: October 15, 2023
- B. AUDIT COMMITTEE:** Mr. Michael Bruder was nominated to serve in a new member seat as the *Financial, Accounting or Governmental representative*. (*Councilor Davis' nominee*) Term expires: June 30, 2025
- C. BUILDING AUTHORITY OF COLUMBUS:** Mr. Johnny Byrd, II was nominated to succeed Ms. Leila Carr. (*Councilor Huff's nominee*) Term expires: March 24, 2025

**7. COUNCIL APPOINTMENTS- ANY NOMINATIONS WOULD BE LISTED FOR THE NEXT MEETING:**

**A. COMMISSION ON INTERNATIONAL RELATIONS & CULTURAL LIAISON ENCOUNTERS (CIRCLE):**

**SarahAnn Arcila**

*Resigned*

Term Expires: March 1, 2024

Open for Nominations  
(Council's Appointment)

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**Women: 6**

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