

CITY OF MARIANNA
AIRPORT COMMERCE PARK BOARD MEETING
June 20, 2020
1:30 PM
MARIANNA MUNICIPAL AIRPORT
3689 INDUSTRIAL PARK DRIVE, MARIANNA, FL

1. Call To Order

2. Roll Call

Chairman - Harold Donaldson
Board Member - Byron Ward
Board Member - James Hart
Board Member - Larry Lang
Board Member - Ken Miller

3. Review & Approval Of Minutes

3.A. March Minutes

Documents:

[MAR 18 2020 MINUTES.PDF](#)

4. Airport Financial Reports

4.A. Fuel Sales

Documents:

[MONTHLY REPORT APRIL.PDF](#)
[MONTH REPORT MAY.PDF](#)
[FUEL SALES.PDF](#)

4.B. Billing

Documents:

[BILLING MAY 31, 2020.PDF](#)

4.C. Financials Through April 30, 2020

Documents:

[APRIL 2020 REV-EXP.PDF](#)

5. Other Business

5.A. Fuel Farm Back-Up Generator

5.B. Access Road Rehabilitation Project

6. Adjourn

The City of Marianna is an Equal Opportunity Employer and a Drug-Free Workplace. In accordance with the adopted Section 504 Policy, the City will take affirmative steps to reasonably accommodate the disabled and ensure their needs are equitably represented in City programs and activities. Pursuant to Title VI and the Civil Rights Act of 1964, the City will not exclude from participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, language, income or family status. For assistance with EEO, Title VI or Section 504 matters contact Julie Chance at (850) 482-4353. In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this meeting should contact the Public Works Department at (850) 482-4353 no later than 3 days prior to the meeting.

City of Marianna
Airport Commerce Park Board Regular Meeting
March 18, 2020
1:30 PM

The regular Airport Commerce Park Board Meeting was held on the above date and time. Those present at the meeting were: Harold Donaldson, Byron Ward, James Hart, Ken Miller and Larry Lang. On behalf of the City, the City Manager Jim Dean, Public Works Director Joe Richey and Airport Manager Douglas Glass. On behalf of SkyWarrior, George Sigler and Jeff Bock.

The minutes from the December 11, 2019 meeting were opened for discussion and there was no discussion in detail. Mr. Hart made a motion to approve the minutes with a second from Mr. Lang. All in favor. No further questions or comments were discussed.

The Airport Financial Reports were opened for discussion. Mr. Dean updated the Board on fuel sales, rentals and revenues and expenses. Mr. Hart made a motion to approve the airport financial statements, FBO monthly reports and airport billing reports with a second from Mr. Miller. No further questions or comments were discussed.

Under other business, Mr. Richey updated the Board on the progress of the fuel farm, the backup generator and Industrial Park Drive rehabilitation. No further questions or comments were discussed.

Runway 18/36 Extension Project was opened for discussion. Mr. Glass updated the Board on the progress of the extension. No further questions or comments were discussed.

There being no further business the meeting was adjourned.

Marianna Municipal Airport
April 2020

AV GAS
Gallons

Beginning Balance	Amount Sold	Amount Purchased	Quality F.C.	Current QOH
7968.55	982.7	0	68	6917.85

Total Sales	Cost of Fuel	Net Profit
\$3,675.30	\$2,093.15	\$1,582.15

JET A
Gallons

Beginning Balance	Amount Sold	Amount Purchased	Quality F.C.	Current QOH
7423	1609	0	66.5	5747.5

Total Sales	Cost of Fuel	Net Profit
\$5,020.08	\$1,721.63	\$3,298.45

OIL
Quarts

Beginning Balance	Amount Sold	Amount Purchased	Current QOH
9	2	0	7

Total Sales	Cost of Oil	Net Profit
\$13.22	\$11.70	\$1.52

*F.C. Stands for Fuel Check

Total Net \$ 4,882.12

Marianna Municipal Airport
May 2020

AV GAS
Gallons

Beginning Balance	Amount Sold	Amount Purchased	Quality F.C.	Current QOH
6927.55	1767.9	890	96.5	5953.15

Total Sales	Cost of Fuel	Net Profit
\$6,611.95	\$3,765.63	\$2,846.32

JET A
Gallons

Beginning Balance	Amount Sold	Amount Purchased	Quality F.C.	Current QOH
5750.5	3987.1	7962	101	9624.4

Total Sales	Cost of Fuel	Net Profit
\$12,439.75	\$4,266.20	\$8,173.56

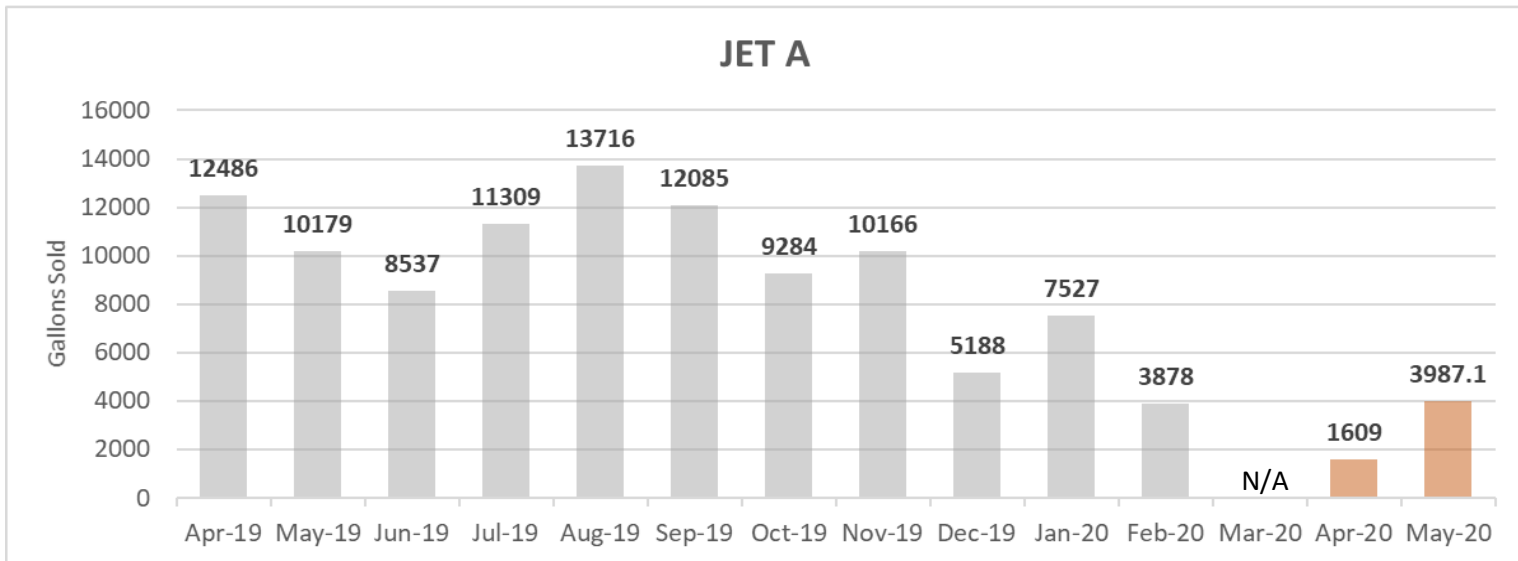
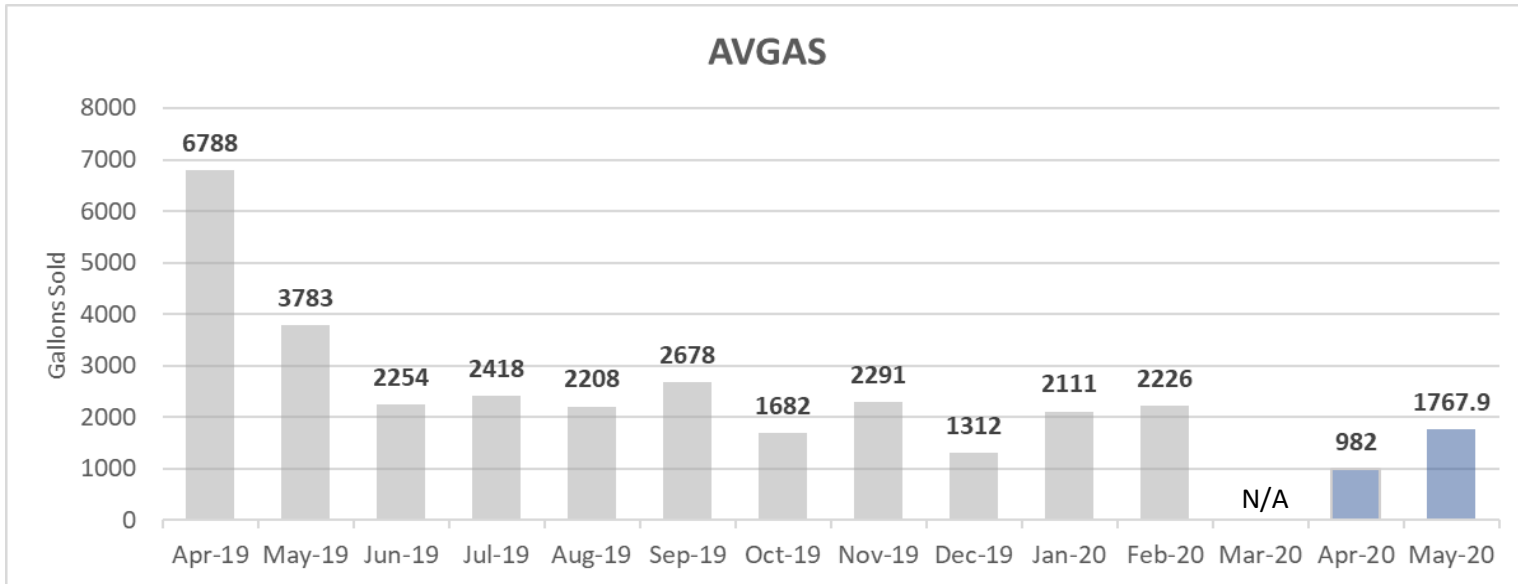
OIL
Quarts

Beginning Balance	Amount Sold	Amount Purchased	Current QOH
7	1	0	6

Total Sales	Cost of Oil	Net Profit
\$6.61	\$5.85	\$0.76

*F.C. Stands for Fuel Check

Total Net \$ 11,020.63



**SkyWarrior Flight Support, Inc did not report fuel sales for the month of March 2020

Marianna Industrial Park/Airport Rentals May 2020

Hangar	Size	Type	Rent/Util	10% Discount	7.0% Taxes	Total Mthly	Tenant	Prev. Bal	Payment	End. Bal
A	72 x 43	Block	\$150.00		\$10.50	\$160.50	McDaniel, John	\$0.00	\$160.50	\$0.00
B1	50 x 40	Block	\$173.33		\$12.13	\$185.46	VACANT			
B2	50 x 40	Block	\$150.00		\$10.50	\$160.50	Cloud, Jeff	\$0.00	\$160.50	\$0.00
C1	50 x 40	Block	\$150.00		\$10.50	\$160.50	CITY			
C2	50 x 40	Block	\$150.00		\$10.50	\$160.50	CITY			
D1	80'x80'	Corp/Metal	\$2,700.00		EXEMPT	\$2,700.00	Air Methods	\$0.00	\$2,700.00	\$0.00
D2	60'x60'	Corp/Metal	\$850.00		\$59.50	\$909.50	AeroRestyling Aircraft	\$0.00	\$909.50	\$0.00
E1	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	VACANT			
E2	40 X 39.5	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Jackson Co. Aviation	-\$462.24		-\$404.46
E3	40 X 39.5	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Granberry, Philip	-\$58.33		-\$0.55
E4	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Dodson, George	\$60.44	\$195.00	-\$70.36
E5	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	VACANT			
F1	40 x 48	Shade	\$60.00		\$4.20	\$64.20	VACANT			
F2	40 x 48	Shade	\$60.00		\$4.20	\$64.20	NW Flyers	\$0.00	\$192.60	-\$128.40
F3	40 x 48	Shade	\$60.00		\$4.20	\$64.20	NW Flyers	\$0.00	\$192.60	-\$128.40
F4	40 x 48	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Jackson Co. Aviation	-\$462.24		-\$404.46
F5	40 x 48	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Moorhead, Donald	-\$404.46		-\$346.68
G1	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Womack, Jimmy	-\$7.28	\$65.00	-\$8.08
G2	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	VACANT			
G3	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	VACANT			
G4	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	VACANT			
G5	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Buche, Stephen	\$0.00	\$64.20	\$0.00

Hangar	Size	Type	Rent/Util	10% Discount	Taxes	Total Mthly	Tenant	Prev. Bal		End. Bal
H1	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Sorenson, Edd	\$57.88	\$121.60	\$0.48
H2	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Sorenson, Edd	\$64.20	\$128.40	\$0.00
H3	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Cam, Richard	\$128.40		\$192.60
H4	50'x 31'	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Neville, Trey	-\$289.89		-\$232.11
H5	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	VACANT			
R1	44' X 34'	T - Hanger	\$200.00	\$20.00	\$12.60	\$192.60	Martin, Ron	\$0.00	\$2,311.20	-\$2,118.60
R2	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Garrett, Bill	\$0.00	\$214.00	\$0.00
R3	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Peterson, Hermes	-\$215.40		-\$1.40
R4	44' X 34'	T - Hanger	\$200.00	\$20.00	\$12.60	\$192.60	Hansen, Joe	-\$1,926.72		-\$1,734.12
R5	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Young, Bradford	-\$0.80	\$428.80	-\$215.60
R6	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	AMH Aviation	-\$431.80	\$428.80	-\$646.60
R7	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	\$213.20	\$214.40	\$212.80
R8	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	\$213.20	\$214.40	\$212.80
S1	41.5' X 34	T - Hanger	\$175.00		\$12.25	\$187.25	West, David	-\$373.47	\$187.25	-\$373.47
S2	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Chambless, Mardre	-\$13.50	\$160.50	-\$13.50
S3	41.5' X 34	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Thomas, Joe	-\$1.06	\$1,733.49	-\$1,590.10
S4	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Parnell, Jerry	-\$160.50	\$160.50	-\$160.50
S5	41.5' X 34	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Cross, Jerry	-\$728.40		-\$583.95
S6	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Baker, Bobby	\$0.00	\$160.50	\$0.00
S7	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Boyette, Wayne	\$58.57	\$321.60	-\$102.53
S8	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Foy, William	-\$160.50		\$0.00

Hangar	Size	Type	Rent/Util	10% Discount	Taxes	Total Mthly	Tenant	Prev. Bal		End. Bal
T1	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Giersberg, C.	\$0.00	\$160.50	\$0.00
T2	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Cavin, Dale	\$160.50	\$481.50	-\$160.50
T3	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Cavin, Dale	\$160.50	\$481.50	-\$160.50
T4	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Stairs, Richard	-\$1.20	\$160.80	-\$1.50
T5	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Padgett, Daniel	-\$321.00		-\$160.50
T6	44' X 34'	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Neville, William (Trey)	-\$145.80		-\$1.35
T7	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Shores, Leonard	\$0.00	\$160.50	\$0.00
T8	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Miller, Kenneth	\$0.00	\$160.50	\$0.00
BLDG Lease										
Ind. Pk Dr.	9600 sf	Block Bldg	\$1,200.00		\$84.00	\$1,284.00	Air Prop Specialist	\$0.00	\$1,284.00	\$0.00
Pvt Hanger	70'x70'	Land	\$125.00			\$125.00	JCSO	-\$1,500.00		-\$1,375.00
Ind. Pk Dr.	20,000 sf	Block Bldg	\$700.93		\$49.07	\$750.00	Safari Helicopter	\$4,236.42		\$4,986.42
Terminal-Office Space		Building	\$420.56		\$29.44	\$450.00	JCDC, Inc	\$0.00		\$450.00
Terminal-Utilities										
Terminal-Shop		Building								
Ind. Pk Dr.	20500 sf	Block Bldg	\$2,000.00		\$140.00	\$2,140.00	Rolls Rite Trailers	\$0.00	\$2,140.00	\$0.00

***SkyWarrior rental**

*****Denotes Building/Land Rent**

NOTES:

Statements mailed to lessees with past due balances

*****New Tenants: S6-Bobby Baker**

******Terminate: E1- Dogwood Management**

**City of Marianna
 Airport
 October 1, 2019 thru April 30, 2020 (7 Months)**

	<u>Totals</u>
Revenue:	
Fuel Sales	\$ 4,179.92
Rentals/Leases	92,528.82
Misc.	139.36
Interest Earnings	50.96
Grants	947,379.58
Land Leases	106,702.62
Timber Sales	-
Fly In	-
Hurricane Michael FEMA	57,761.39
Hurricane Michael Insurance	-
Total Revenues	<u><u>1,208,742.65</u></u>
Expenses:	
Personal Services	-
Operating	(96,568.58)
Capital	-
Fly-In	-
Debt	-
Transfer	(15,907.57)
Grants	(947,379.58)
Hurricane Michael	(152,679.88)
Total Expense	<u><u>(1,212,535.61)</u></u>
Net Profit (Loss)	<u><u>\$ (3,792.96)</u></u>
Property/Auto Insurance NOTE 1	\$ 15,982.22
Ad Valorem Tax NOTE 2	\$ 1,762.37
Difference in Hurricane Michael Rev/Exp	\$ 94,918.49
Net Profit (Loss) Adjusted	<u><u>\$ 108,870.12</u></u>

NOTE 1: The airport paid for property and auto insurance in Oct. 2019 and this is budgeted for the entire year so this will balance out by fiscal year end.

NOTE 2: The City paid for the ad valorem tax in November 2019 and this is a budgeted item for entire year so this will balance out by fiscal year end.

NOTE 3: The City has received \$106,702.62 from land rent as of 4-30-20 from Hurricane Michael activities. (Renting Land FEMA and other companies).