

**CITY OF MARIANNA
SPECIAL CITY COMMISSION MEETING**

**JULY 23, 2019
IMMEDIATELY FOLLOWING ADJOURNMENT OF
CITY WORKSHOP SET FOR 5:00 P.M.**

**CITY HALL
2898 GREEN STREET, MARIANNA, FL**

1. Call To Order

2. Roll Call

Mayor and Commissioners

Rico Williams, Mayor/Commissioner
Travis Ephriam, Mayor Pro Tem/Commissioner
Allen Ward, Commissioner
Kenneth Hamilton, Commissioner
John E. Roberts, Commissioner

3. Invocation And Pledge To The Flag

4. Public Meeting/Forum

5. Other Policy Matters

5.A. Lease At Marianna Airport Lease Amendment No. 4

Documents:

[AGENDA FEMA LEASE MARIANNA AIRPORT LEASE AMENDMENT NO
4.PDF](#)
[FEMA MAP.PDF](#)

5.B. Establishment Of Millage Rate For TRIM Notice, FY 2019-2020

Documents:

[AGENDA 2019-2020 MILLAGE RATE IN JULY.PDF](#)

6. Mayor & Commission Report

7. City Attorney

8. City Manager/Administrative Reports

9. 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. The City also has a Fair Housing Ordinance. For assistance with Fair Housing matters contact Kay Dennis at 850-482-2786. In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this meeting should contact the City Clerk's Office at 850-482-4353 no later than 3 days prior to the meeting. City Hall is located at 2898 Green Street, Marianna, FL.

**CITY OF MARIANNA
COMMISSION AGENDA MEMO
SPECIAL MEETING
July 23, 2019**

ADMINISTRATIVE STAFF REPORT

Subject: FEMA Lease at Marianna Airport
Lease Amendment #4

Subject Background: After the hurricane the City entered into a lease with FEMA to occupy approximately 13 acres for testing of campers and mobile homes, which ultimately are distributed to the public for emergency housing.

FEMA has requested the City Amend the Lease to include additional space inside the Airport Terminal that was previously occupied by Air Methods.

Recommendation: FEMA is proposing to Lease the 1,500 square feet for \$1,500 monthly, which includes utilities. This is the same amount the City was charging Air Methods. It is recommended the City approved the proposed Amendment #4.

Potential Motion: I move to approve Amendment #4 to the City's Lease with FEMA at Marianna Airport.

Approved for agenda by:

GENERAL SERVICES ADMINISTRATION PUBLIC BUILDINGS SERVICE	LEASE AMENDMENT No. 4
	TO LEASE NO. GS-04B-LFL01234
LEASE AMENDMENT	
ADDRESS OF PREMISES MARIANNA MUNICIPAL AIRPORT 3689 INDUSTRIAL PARK DRIVE MARIANNA, FL 32448	PS Number:

THIS AMENDMENT is made and entered into between MARIANNA MUNICIPAL AIRPORT

Whose address is: 3689 INDUSTRIAL PARK DRIVE, MARIANNA, FL 32448

Hereinafter called the Lessor, and the UNITED STATES OF AMERICA, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease expanding square footage by 1,500 rentable square feet through August 11th, 2019.

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree that the said Lease is amended, effective July 8, 2019 as follows:

The purpose of the Lease Amendment is to add 1,500 rentable square feet of office space to the current lease. This expansion is effective 7/8/2019. The following lease terms are amended or included:

Paragraph A. of Lease Amendment #2 is amended to read: A total of thirteen point three (13.3 rounded) acres of land and office space totaling 1,500 ABOASF/RSF in a building depicted on the attached Exhibit B shall be leased for the following location: Marianna Municipal Airport, 3689 Industrial Park Drive, Marianna, FL 32448. The attached Exhibit A depicts the floor plan of the expansion office space added to this lease. The total amount of acres / square footage leased and utilized by the Government is reflected below:

This Lease Amendment contains {2} pages.

All other terms and conditions of the lease shall remain in force and effect.
IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR:

Signature: _____
Name: James R. Dean
Title: City Manager
Entity Name: City of Marianna
Date: _____

FOR THE GOVERNMENT:

Signature: _____
Name: Elaine Peters
Title: Lease Contracting Officer
GSA, Public Buildings Service
Date: _____

WITNESSED FOR THE LESSOR BY:

Signature: _____
Name: _____
Title: _____
Date: _____

	ACRES	SQUARE FOOTAGE	EFFECTIVE DATE
EXISTING*	13.3	616,000	5/12/2019
OFFICE SPACE EXPANSION	N/A	1,500	7/8/2019
TOTAL	13.3*	617,500	

*Existing total acreage is 13.29431 or 13.3 rounded excludes office building.

Paragraph C. of Lease Amendment #3 is amended to read:

Rent

The Government shall pay the Lessor annual rent, payable in monthly installments in arrears at the following rates.

	EXISTING WITH EXPANSION 7/8/2019 – 8/11/2019
	ANNUAL RENT
ANNUAL RENT*	\$106,060.42
OFFICE EXPANSION RSF**	\$18,000.00
TOTAL ANNUAL RENT***	\$124,060.42

*Annual Rent for acreage is calculated by multiplying .172176 times 616,000 square feet and shall be prorated for any partial year or any partial month.

**Annual Rent for office space is calculated by multiplying \$1.00 per ABOASF/RSF times 1,500 square feet times 12 months.

***Total Annual Rent is established by multiplying 616,000 square feet times \$0 .172176 for acreage and adding 1,500 square feet times \$1.00 per ABOASF/RSF for expansion office space.

Paragraph E. of Lease Amendment #1 is amended to read:

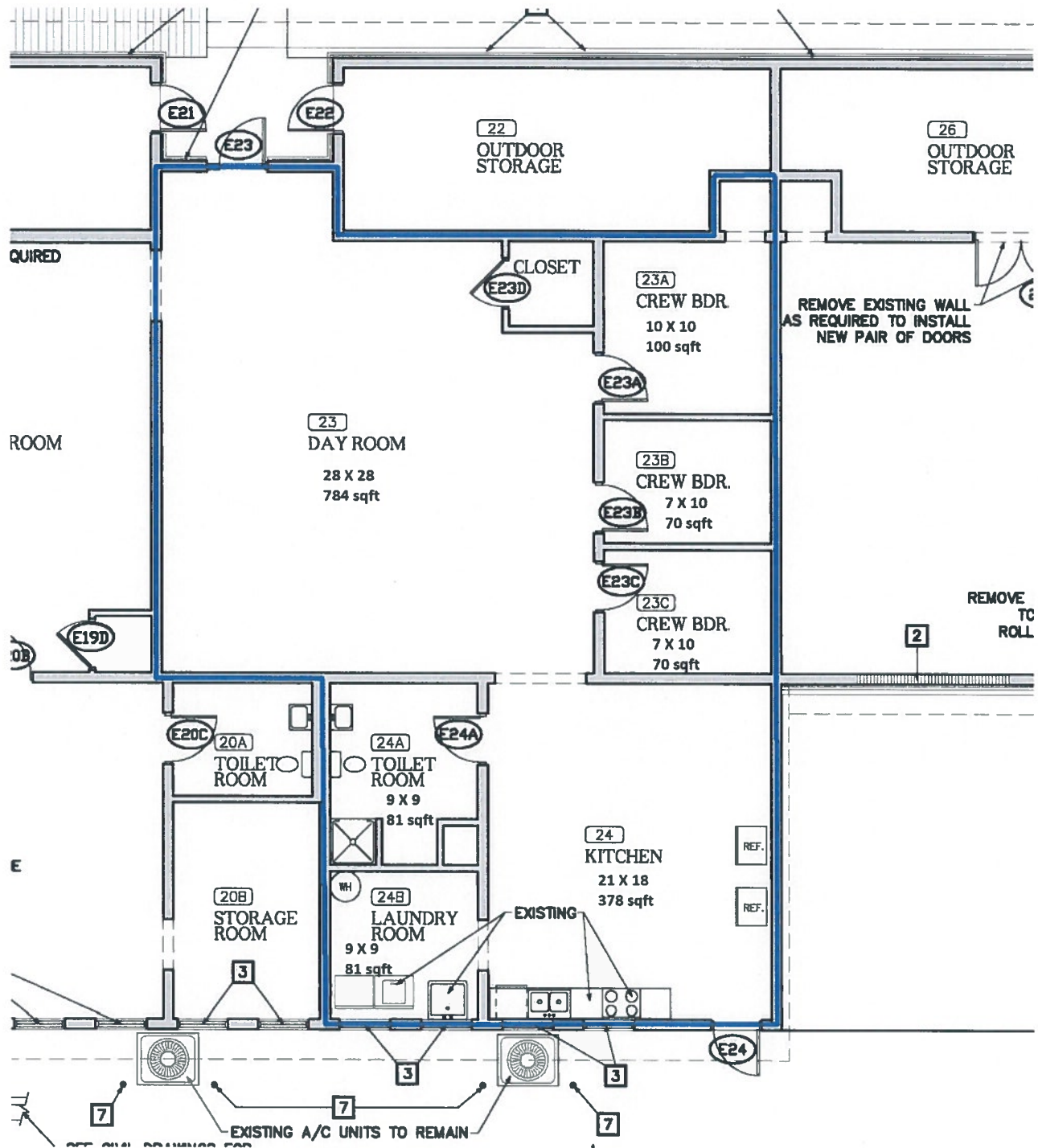
Renewal Rights

This Lease may be renewed five (5) times at the option of the Government for a term of three (3) months at the following rental rate(s).

OPTION TERM, five (5) - THREE (3) MONTH OPTIONS
ANNUAL RENT
\$124,060.42

Lessor will provide all contractual work to include repair, and improvements (electrical installation, water installation, road improvement, signage, and lighting for security). Funding will be provided by FEMA once costs have been established and agreed upon with the Lessor for any required TI/Alterations. Upon scope of work and funding submittals to the Lease Contracting Officer for approval, a follow-on Lease Amendment will be created for a "Notice to Proceed".

INITIALS: _____ & _____
LESSOR GOVT



REF. ON DRAWING FOR

FEMA - LEASED AREA

Legend
Mananna

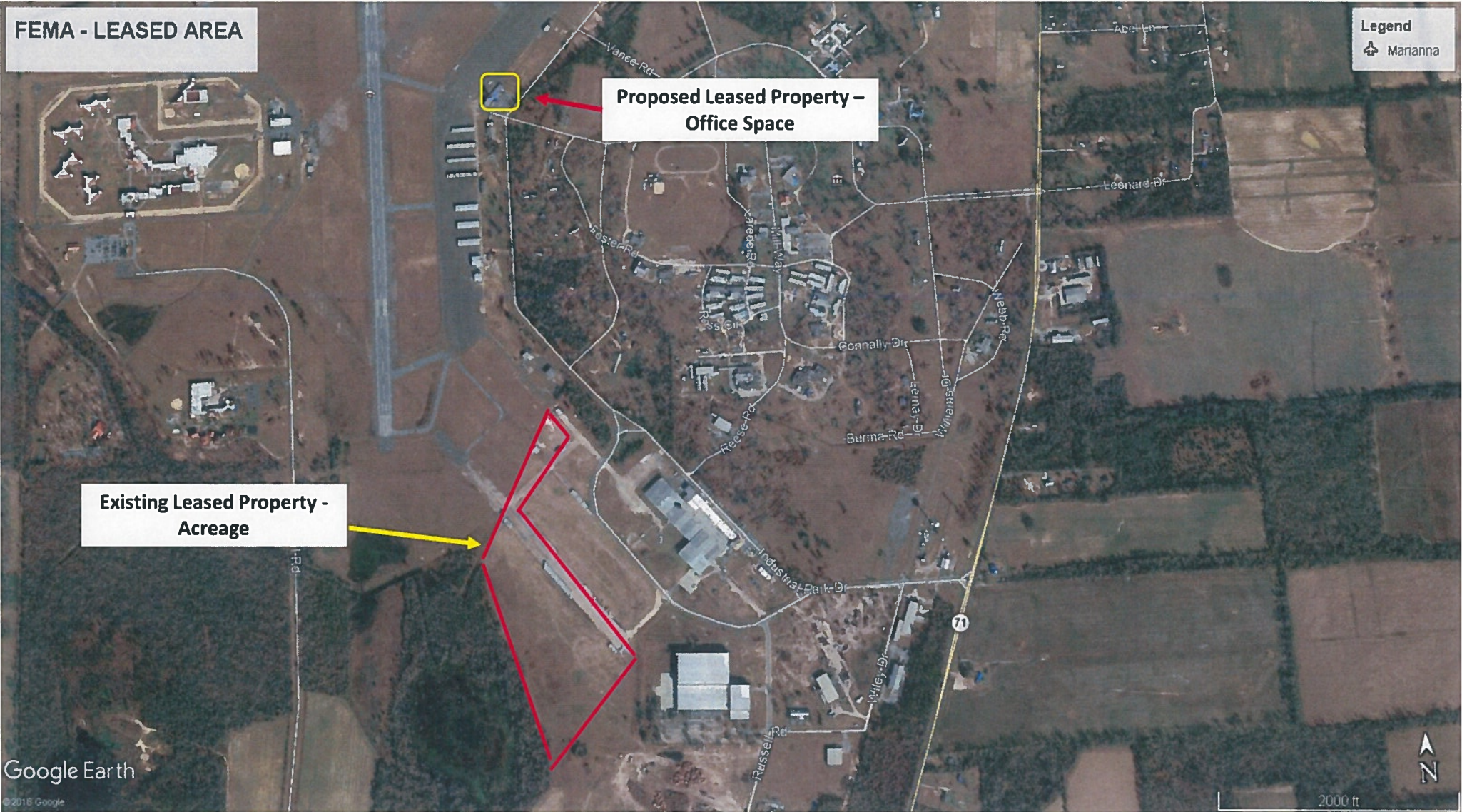
**Proposed Leased Property –
Office Space**

**Existing Leased Property -
Acreage**

Google Earth

©2018 Google

2000 ft



CITY OF MARIANNA
COMMISSION AGENDA MEMO
JULY 23, 2019

ADMINISTRATIVE STAFF REPORT

Subject: Establishment of Millage Rate for TRIM Notice, FY 2019-2020

Subject Background: The City is required by Florida Statutes to submit for TRIM purposes, a tentative tax millage rate to the County Property Appraiser to be mailed to all property owners in the City.

The TRIM effort establishes a maximum ad valorem tax rate that the City may use in preparing the FY 2019-2020 budget. A tax rate lower than the TRIM may be ultimately approved, however, a higher rate is prohibited, unless each taxpayer within the jurisdiction is notified. The current year millage rate is **2.8341** and we are proposing a millage rate of **2.9985**, which is the rolled-back rate. The City's property values decreased by approx. \$19.5 million, which resulted in a rolled-back rate of **2.9985** in order to generate the same revenue as the prior year.

Recommendation: Set the tentative millage rate for TRIM purposes at **2.9985** mills.

Potential Motion: I move to set the FY 2019-2020 tentative millage rate for TRIM purposes at **2.9985** mills.