

CITY OF MARIANNA
AIRPORT COMMERCE PARK BOARD MEETING
September 15, 2021
1:30 PM
MARIANNA MUNICIPAL AIRPORT
3689 INDUSTRIAL PARK DRIVE, MARIANNA, FL

1. Call To Order

2. Roll Call

Acting Chairman - James Hart

Board Member - Byron Ward

Board Member - Larry Lang

Board Member - Leonard Shores

Board Member - Jim King

3. Organization Of Board

4. Review & Approval Of Minutes

4.A. Minutes

Documents:

[JUNE 16 2021 MINUTES.PDF](#)

5. Airport Financial Reports

5.A. Billing

Documents:

[HANGAR PAYMENTS THRU 8-31-21.PDF](#)

5.B. Fuel Sales

Documents:

[MAI FUEL SALES.PDF](#)

5.C. Financials

Documents:

[AIRPORT-FINANCIALS AUGUST 2021.PDF](#)

6. Public Works Director

6.A. Industrial Park Drive

7. Other Business

7.A. Fuel Farm & Access Road Project Update

7.B. General Aviation Apron Rehabilitation Project

7.C. Jackson County Economic Development Committee Meeting

8. 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
June 16, 2021
1:30 PM

The regular Airport Commerce Park Board Meeting was held on the above date and time. Those present at the meeting were: James Hart, Byron Ward, Larry Lang and Leonard Shores. On behalf of the City, City Manager, Jim Dean (by phone), Public Works Director Clay Wells and Airport Manager Douglas Glass. On behalf of AVCON, Inc, John Collins.

The minutes from the March 17, 2021 meeting were opened for discussion and there was no discussion in detail. Mr. Lang made a motion to approve the minutes with a second from Mr. Ward. All in favor. No further questions or comments were discussed.

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

Mr. Glass updated the Board on the military fuel bid. The bid was submitted and is being reviewed by military personnel. KMAI will need to go through inspection before being awarded the contract. No further questions or comments were discussed.

Under other business, the Fuel Farm Project was opened for discussion. Mr. John Collins updated the Board on the progress of the project. This project is behind schedule. No further questions or comments were discussed.

Industrial Park Dive Rehabilitation and Fuel Farm Access Road Project was opened for discussion. Mr. Collins updated the Board on the progress of the access road paving. This project should be 100% complete by next meeting. No further questions or comments were discussed.

Mr. Collins updated the Board on the progress of the General Aviation Apron Rehabilitation Project. The apron utilization plan has been submitted to FAA and FDOT. The 60% design plans have been submitted to the City. No further questions or comments were discussed.

The FDOT workplan was opened for discussion. Mr. Glass recommended to the Board to accept the available FDOT funds for year 2022 to be used to rehab taxiways on RW 8/26. Mr. Ward made a motion to approve the recommendation with a second from Mr. Shores.

Mr. Hart asked for a report of the recent pancake breakfast. Mr. Glass reported the success of the June pancake breakfast. Trey with Neville Aviation along with the City of Marianna will host a breakfast or lunch on the first Saturday of each month.

There being no further business the meeting was adjourned.

Marianna Industrial Park/Airport Rentals August 2021

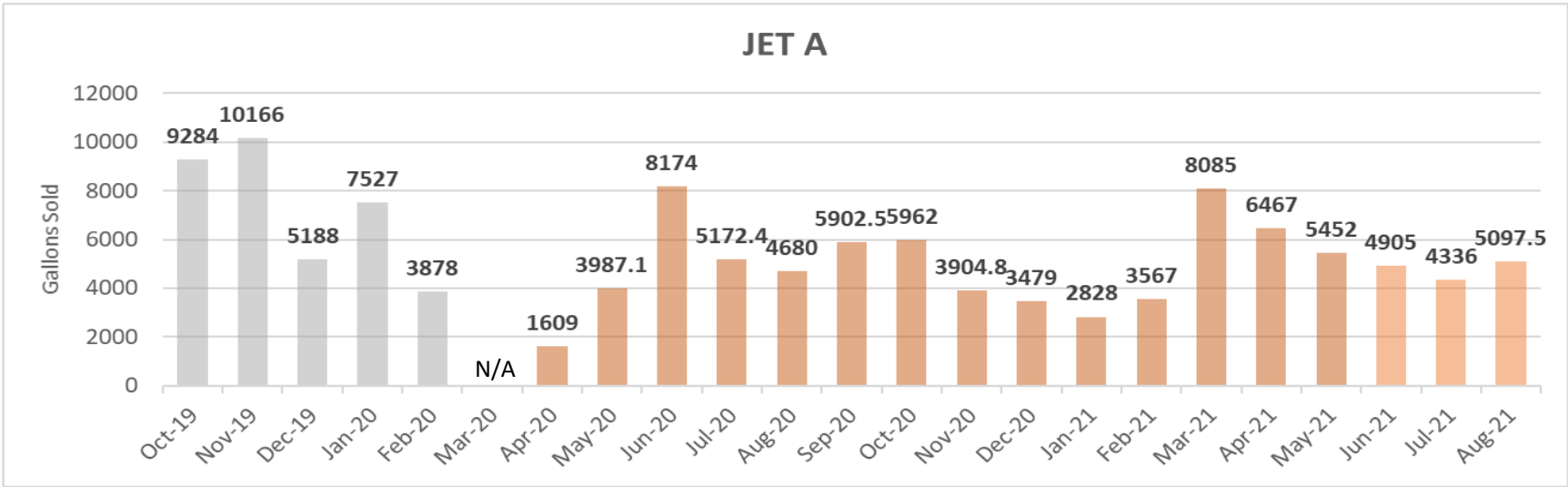
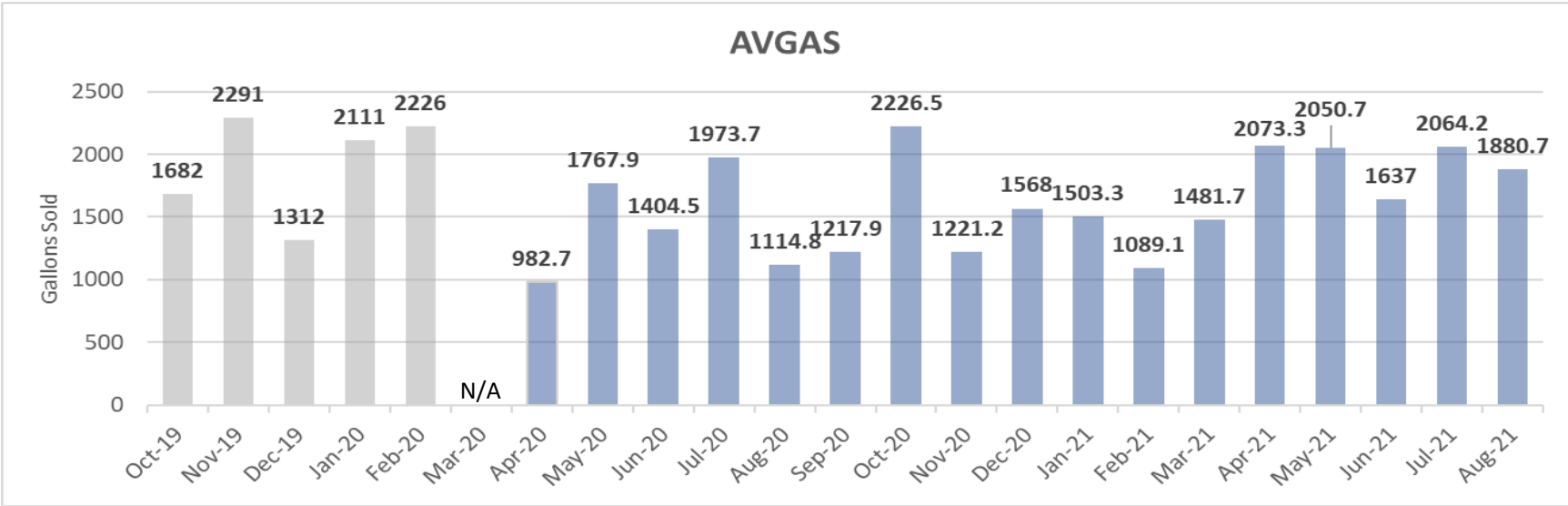
Hangar	Size	Type	Rent/Util	10% Discount	7.0% Taxes	Total Mthly	Tenant	Prev. Bal	Payment	End. Bal
A	72 x 43	Block	\$150.00		\$10.50	\$160.50	McDaniel, John	\$0.00	\$160.50	\$0.00
B1	50 x 40	Block	\$135.00		\$9.45	\$144.45	Jackson Co. Aviation	-\$577.83		-\$433.38
B2	50 x 40	Block	\$150.00		\$10.50	\$160.50	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	Neville Aviation		\$909.50	\$0.00
E1	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Vacant	VACANT	VACANT	VACANT
E2	40 X 39.5	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Shearer, Michael	-\$288.90		-\$231.12
E3	40 X 39.5	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Granberry, Philip	-\$577.80		-\$520.02
E4	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Dodson, George	-\$19.76	\$65.00	-\$20.56
E5	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Smith, Jacob		\$64.20	\$0.00
F1	40 x 48	Shade	\$60.00		\$4.20	\$64.20	Cam, Richard	\$64.20	\$128.40	\$0.00
F2	40 x 48	Shade	\$60.00		\$4.20	\$64.20	NW Flyers	\$64.20	\$256.80	-\$128.40
F3	40 x 48	Shade	\$60.00		\$4.20	\$64.20	NW Flyers	\$64.20	\$256.80	-\$128.40
F4	40 x 48	Shade	\$60.00		\$4.20	\$64.20	VACANT	VACANT	VACANT	VACANT
F5	40 x 48	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Moorhead, Donald	-\$288.99		-\$231.21
G1	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Womack, Jimmy	\$45.72	\$109.92	\$0.00
G2	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Merrell, Robert	-\$192.60		-\$128.40
G3	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	VACANT	VACANT	VACANT	VACANT
G4	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Whitehead, Lonnie	\$0.00	\$64.20	\$0.00
G5	50' X 31'	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Gainey, John	\$0.00		-\$635.58

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	\$128.40	\$200.00	-\$7.40
H2	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Leading Edge Invest.	\$0.00	\$128.40	-\$64.20
H3	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Cam, Richard	\$64.20	\$128.40	\$0.00
H4	50'x 31'	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Neville, Trey	-\$115.56		-\$57.78
H5	50'x 31'	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Dickens, Leslie	-\$346.68		-\$288.90
R1	44' X 34'	T - Hanger	\$200.00	\$20.00	\$12.60	\$192.60	Martin, Ron	-\$1,733.30		-\$1,540.70
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	VACANT	VACANT	VACANT	VACANT
R4	44' X 34'	T - Hanger	\$200.00	\$20.00	\$12.60	\$192.60	Hansen, Joe	-\$1,348.92		-\$1,156.32
R5	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Young, Bradford	-\$214.00		\$0.00
R6	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	VACANT	VACANT	VACANT	VACANT
R7	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	-\$228.40		-\$14.40
R8	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	-\$214.00		\$0.00
S1	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	West, David	-\$165.22	\$160.50	-\$165.22
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	-\$1,301.20		-\$1,156.75
S4	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Parnell, Jerry	-\$0.72	\$160.50	-\$0.72
S5	41.5' X 34	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Cross, Jerry	-\$295.05		-\$150.60
S6	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Land, Dustin	\$0.00		\$160.50
S7	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Boyette, Wayne	-\$2.10	\$160.80	-\$2.40
S8	41.5' X 34	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Foy, William	-\$966.24		-\$821.79

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.	-\$160.50	\$160.50	-\$160.50
T2	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Cavin, Dale	-\$321.00		-\$160.50
T3	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Cavin, Dale	-\$321.00		-\$160.50
T4	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Nelson, Gerald	-\$256.00		-\$32.10
T5	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Padgett, Daniel	-\$92.55		\$67.95
T6	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Cloud, James	-\$160.50	\$160.50	-\$160.50
T7	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Parish, Walker	\$481.50	\$1,000.00	-\$358.00
T8	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Stairs, Richard	-\$163.50		-\$3.00
BLDG Lease										
Ind. Pk Dr.	9600 sf	Block Bldg	\$1,200.00		\$84.00	\$1,284.00	Air Prop Specialist	-\$1,284.00	\$1,284.00	-\$1,284.00
Pvt Hanger	70'x70'	Land	\$125.00			\$125.00	JCSO	-\$1,125.00		-\$1,000.00
Ind. Pk Dr.	20,000 sf	Block Bldg	\$700.93		\$49.07	\$750.00				
Terminal-Office Space		Building	\$420.56		\$29.44	\$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	-\$28.00	\$2,144.00	-\$32.00

***New Tenants:

***Terminate: E-1 George Dodson



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

City of Marianna
Airport
October 1, 2020 thru August 31, 2021 (11 Months)

	<u>Totals</u>
Revenue:	
Fuel Sales	\$ 269,719.40
Rentals/Leases	128,912.12
Misc.	234.20
Interest Earnings	1,239.01
Grants	1,161,731.78
Land Leases	62,018.90
Lease-Gilmore Services	37,146.02
Catalyst Reimb.	45,773.34
Hurricane Michael FEMA	21,523.63
Hurricane Michael Insurance	-
Total Revenues	<u><u>1,728,298.40</u></u>
 Expenses:	
Personal Services	29,129.04
Operating	328,675.18
Capital	5,691.00
Fly-In	4,608.28
Debt	-
Transfer	24,997.50
Grants	1,161,731.78
Hurricane Michael	13,819.47
Total Expense	<u><u>1,568,652.25</u></u>
 Net Profit (Loss)	<u><u>\$ 159,646.15</u></u>
 Property/Auto Insurance NOTE 1	<u><u>\$ 6,080.90</u></u>
 Ad Valorem Tax NOTE 2	<u><u>\$ 499.80</u></u>
 Net Profit (Loss) Adjusted	<u><u>\$ 166,226.85</u></u>

NOTE 1: The airport paid for property and auto insurance in Oct. 2020 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 2020 and this is a budgeted item for entire year so this will balance out by fiscal year end.

NOTE 3: The City has received \$62,018.90 from land rent as of 8-31-21.
. The City also received \$37,146.02 from Lease to Gilmore Services as of 8-31-21.
The FEMA lease at the airport has now expired. The last rent from FEMA is in August financials.

City of Marianna
Restricted/Unrestricted Cash
As of 8-31-21

Airport:

Operations	U	553,656.23
SBA	U	2,401.05
A/R Ad Valorem Tax	U	6,725.39
Due to/from -Hurricane Michael-Ins	U	359,923.65
Due to Utility Fund	U	-
Due To/From (Util Fund)	U	(786,129.04)
A/R -Hurricane Michael-Ins-Catalyst	U	-
A/R Fema Lease	U	-
Unrestricted		<u>136,577.28</u>

Grants/Misc Owed to City:

Access Road Phase 2	U	47,349.09
Terminal Improv Apron Rehab	U	
18/36 Runway		
Access Rd Phase 1	U	-
Grant Totals		<u>47,349.09</u>

Total **\$ 183,926.37**