

CITY OF MARIANNA
AIRPORT COMMERCE PARK BOARD MEETING
September 16, 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 - Leonard Shores

3. Review & Approval Of Minutes

3.A. June Minutes

Documents:

[JUNE 17 2020 MINUTES.ASD.PDF](#)

4. Airport Financial Reports

4.A. Billing

Documents:

[BILLING THRU AUGUST 2020.PDF](#)

4.B. Fuel Sales

Documents:

[FUEL SALES.PDF](#)

4.C. Financials

Documents:

[AIRPORT-FINANCIALS THRU AUGUST 2020.PDF](#)

5. Other Business

5.A. DLA Contract

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
June 17, 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, City Manager Jim Dean, Public Works Director Joe Richey and Airport Manager Douglas Glass. On behalf of AVCON, John Collins.

The minutes from the March 18, 2020 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. Dean 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. Miller. No further questions or comments were discussed.

Under other business, Mr. John Collins with AVCON updated the Board on the progress of fuel farm backup generator. Bids have been received and the project has been awarded to Bill Smith Electric. No further questions or comments were discussed.

Access Road Rehabilitation Project was opened for discussion. Mr. Collins updated the Board on the progress of the rehabilitation project. No further questions or comments were discussed.

Runway 18/36 Extension Project was opened for discussion. Mr. Collins updated the Board on the progress of the extension. The AGIS survey is complete and under review with FAA. After review FAA will conduct a flight check for the PAPI's. No further questions or comments were discussed.

Aircraft Hangar B1 was opened for discussion. Mr. Richey updated the Board on the progress of repairing the doors that were blown off during Hurricane Michael. No further questions or comments were discussed.

Mr. Dean updated the Board on the Catalyst Solar Farm. The solar farm is producing power and offsetting electrical cost for Catalyst Fabric Solutions. No further questions or comments were discussed.

There being no further business the meeting was adjourned.

Marianna Industrial Park/Airport Rentals August 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	-\$288.90		-\$231.12
E3	40 X 39.5	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Granberry, Philip	-\$578.35		-\$520.57
E4	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Dodson, George	-\$71.96		-\$7.76
E5	40 X 39.5	Shade	\$48.50		\$3.40	\$51.90	Smith, Jacob	\$0.00	\$64.20	-\$12.31
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	-\$192.60		-\$128.40
F3	40 x 48	Shade	\$60.00		\$4.20	\$64.20	NW Flyers	-\$192.60		-\$128.40
F4	40 x 48	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Jackson Co. Aviation	-\$288.90		-\$231.12
F5	40 x 48	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Moorhead, Donald	-\$231.12		-\$173.34
G1	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Womack, Jimmy	-\$9.68	\$65.00	-\$10.48
G2	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Whitehead, Lonnie	\$0.00	\$64.20	\$0.00
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	-\$2.72		\$61.48
H2	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Sorenson, Edd	\$0.00		\$64.20
H3	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Cam, Richard	\$64.70		\$128.90
H4	50'x 31'	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Neville, Trey	-\$116.55		-\$58.77
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	-\$1,733.40		-\$1,540.80
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	-\$429.40		-\$215.40
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	AMH Aviation	-\$647.40		-\$433.40
R7	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	-\$2.40	\$214.40	-\$2.80
R8	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	-\$2.40	\$214.40	-\$2.80
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	-\$1,301.20		-\$1,156.75
S4	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Parnell, Jerry	\$0.00	\$160.50	\$0.00
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	Baker, Bobby	-\$160.50		\$0.00
S7	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Boyette, Wayne	\$57.67	\$160.80	\$57.37
S8	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Foy, William	\$0.00	\$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.	-\$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	Stairs, Richard	-\$2.10	\$160.80	-\$2.40
T5	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Padgett, Daniel	\$160.50		\$321.00
T6	44' X 34'	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Neville, William (Trey)	-\$1,444.50		-\$1,300.05
T7	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Parish, Walker	-\$802.50		-\$642.00
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	-\$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	Safari Helicopter	\$2,985.82		\$3,735.82
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

***SkyWarrior rental**

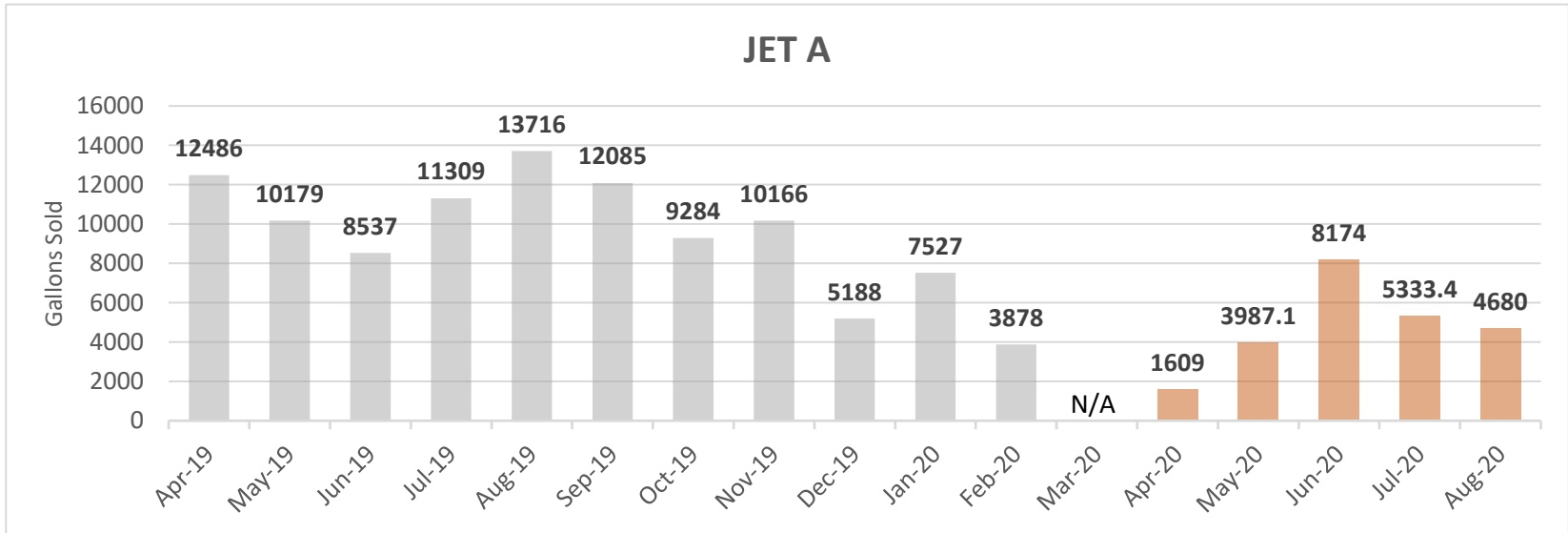
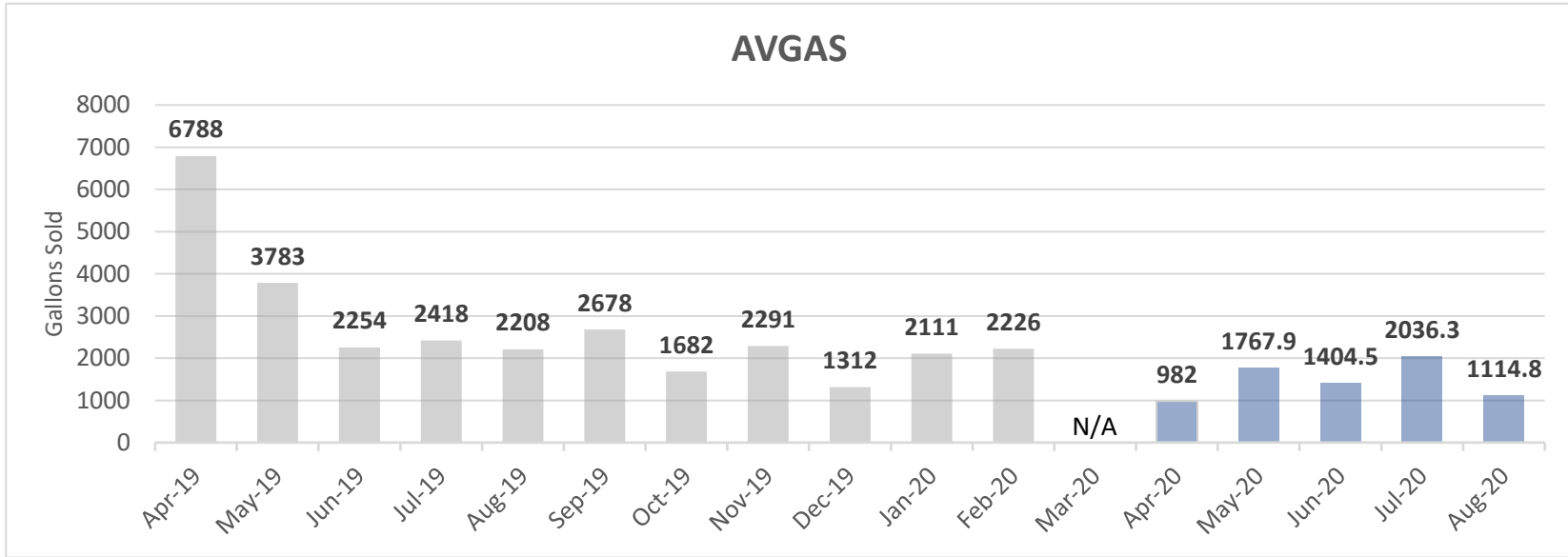
*****Denotes Building/Land Rent**

NOTES:

Statements mailed to lessees with past due balances

*****New Tenants: G2: Lonnie Whitehead**

******Terminate: Dogwood Management**



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

City of Marianna
Airport
October 1, 2019 thru August 31, 2020 (11 Months)

	<u>Totals</u>
Revenue:	
Fuel Sales	\$ 100,117.88
Rentals/Leases	143,725.28
Misc.	233.71
Interest Earnings	78.99
Grants	1,122,828.91
Land Leases	127,702.58
Timber Sales	-
Fly In	-
Hurricane Michael FEMA	97,772.24
Hurricane Michael Insurance	92,639.64
Total Revenues	<u>1,685,099.23</u>

Expenses:

Personal Services	-
Operating	(166,168.74)
Capital	-
Fly-In	-
Debt	-
Transfer	(24,997.50)
Grants	(1,122,828.91)
Hurricane Michael	(274,099.70)
Total Expense	<u>(1,588,094.85)</u>

Net Profit (Loss)	<u>\$ 97,004.38</u>
Property/Auto Insurance NOTE 1	\$ (14,622.85)
Ad Valorem Tax NOTE 2	\$ -
Difference in Hurricane Michael Rev/Exp	\$ 83,687.82
Net Profit (Loss) Adjusted	<u>\$ 166,069.35</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 \$127,702.58 from land rent as of 8-31-20 from Hurricane Michael and other activities. (Renting Land FEMA and other companies).

City of Marianna
 Restricted/Unrestricted Cash
 As of 8-31-20

Airport:

Operations	U	649,268.95
SBA	U	2,396.84
A/R Ad Valorem Tax	U	10,577.46
A/R-Gas Sales	U	6,807.84
Due to Gas Company-Fuel	U	
Due to/from -Hurricane Michael	U	329,810.14
Advance on Hang Leases	U	(5,783.23)
Due to Utility Fund	R	(40,000.00)
Due To/From (Util Fund)	R	(757,000.00)
Hang B-Ins	R	(43,247.00)
Hang E-Ins	R	(38,922.00)
Hang C-FEMA	R	(5,257.00)
Unrestricted		<u>108,652.00</u>

Overage from Ins/FEMA Proceeds vs Exp

Grants/Misc Owed to City:

Access Road Phase 2	57,041.60
Extend Runway	222,098.86
Backup Generator	3,790.00
Access Road Phase 1	8,341.13
Grants/Misc	<u>291,271.59</u>