

CITY OF MARIANNA
AIRPORT COMMERCE PARK BOARD MEETING
December 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. September Minutes

Documents:

[SEPTEMBER 16 2020 MINUTES.ASD.PDF](#)

4. Airport Financial Reports

4.A. Billing

Documents:

[BILLING NOVEMBER 2020.PDF](#)

4.B. Fuel Sales

Documents:

[FUEL SALES.PDF](#)

4.C. Financials

Documents:

[AIRPORT-FINANCIALS NOVEMBER 20 \(002\).PDF](#)

5. Other Business

5.A. 5-Year Plan FDOT Funding Runway 8/26

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
September 16, 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, James Hart, Larry Lang and new Board Member Leonard Shores. On behalf of the City, City Manager Jim Dean, Public Works Director Joe Richey and Airport Manager Douglas Glass.

The minutes from the June 17, 2020 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. Lang made a motion to approve the airport financial statements, fuel sales and airport billing reports with a second from Mr. Hart. No further questions or comments were discussed.

Under other business, Mr. Doug Glass discussed the DLA Contract with the Board. No further questions or comments were discussed.

Mr. Richey updated the Board on the progress of the fuel farm, Industrial Park Drive rehabilitation, RW 18/36 extension and the fencing project. No further questions or comments were discussed.

There being no further business the meeting was adjourned.

Marianna Industrial Park/Airport Rentals November 2020

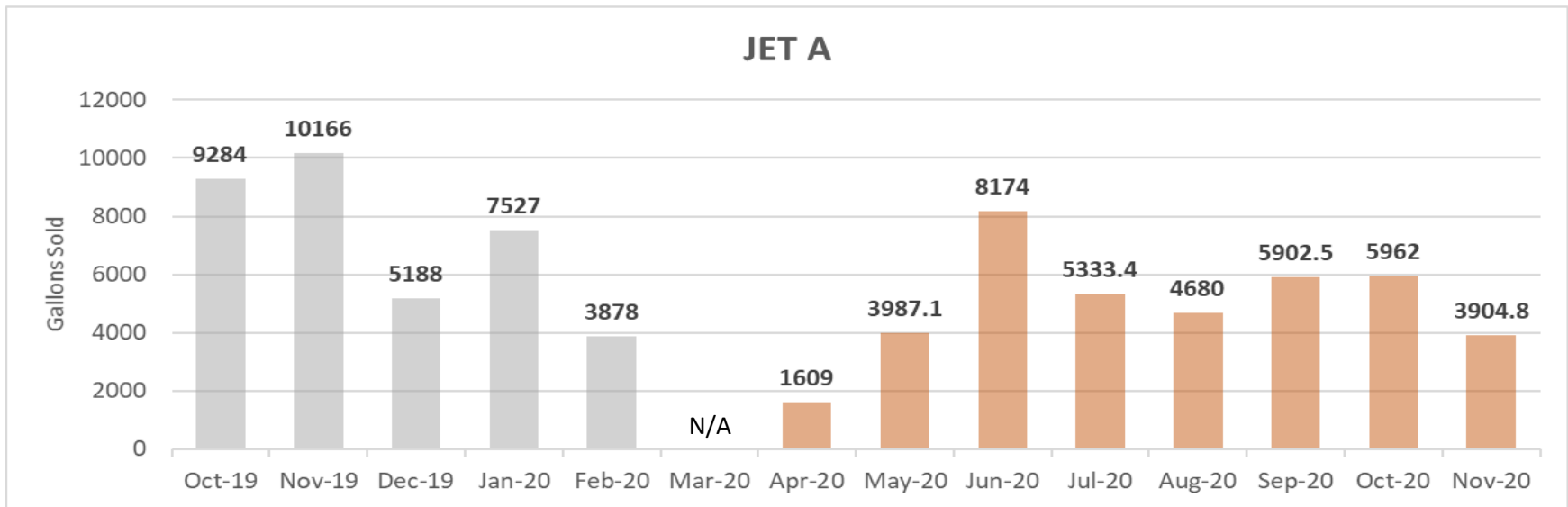
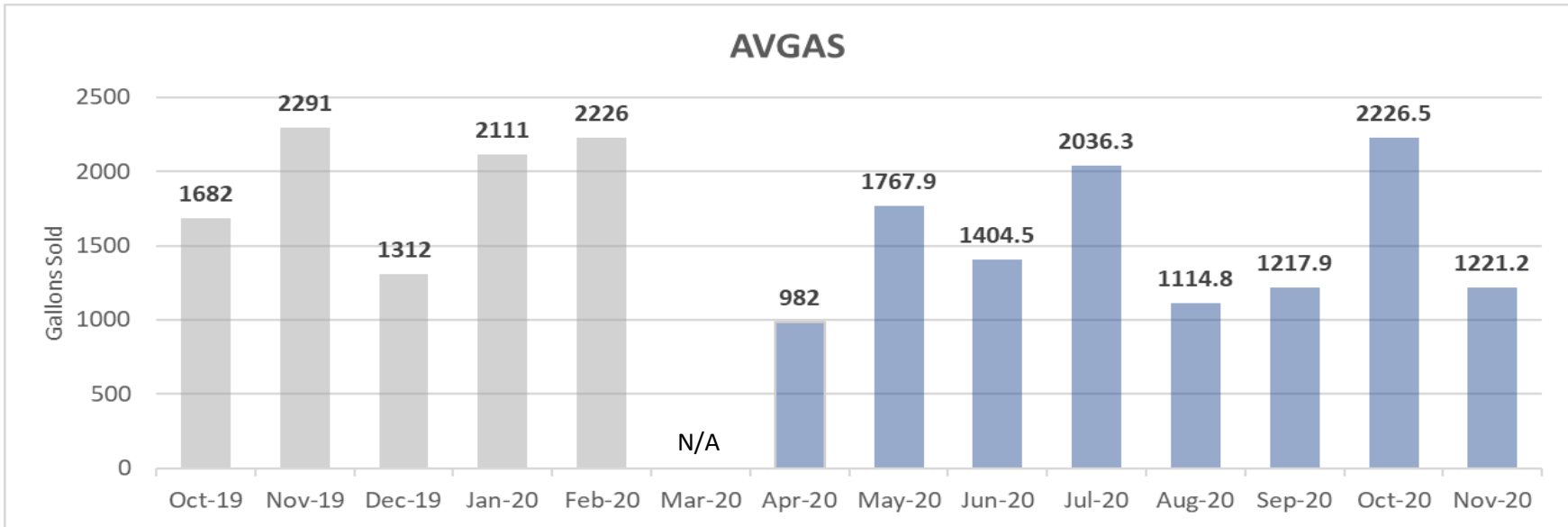
Hangar	Size	Type	Rent/Util	10% Discount	7.0% Taxes	Total Mthly	Tenant	Prev. Bal	Payment	End. Bal
A	72 x 43	Block	\$150.00		\$10.50	\$160.50	McDaniel, John	\$0.00	\$160.50	\$0.00
B1	50 x 40	Block	\$150.00		\$10.50	\$160.50	Jackson Co. Aviation	-\$186.18		-\$25.68
B2	50 x 40	Block	\$150.00		\$10.50	\$160.50	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	Dodson, George	\$0.00	\$64.20	\$0.00
E2	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	VACANT			
E3	40 X 39.5	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Granberry, Philip	-\$405.01		-\$347.23
E4	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Dodson, George	-\$10.96	\$65.80	-\$12.56
E5	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Smith, Jacob	\$0.00	\$64.20	\$0.00
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	-\$128.40		-\$64.20
F3	40 x 48	Shade	\$60.00		\$4.20	\$64.20	NW Flyers	-\$128.40		-\$64.20
F4	40 x 48	Shade	\$60.00		\$4.20	\$64.20	VACANT			
F5	40 x 48	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Moorhead, Donald	-\$809.01		-\$751.23
G1	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Womack, Jimmy	-\$12.08	\$65.00	-\$12.88
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	\$0.00		\$64.20
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	\$0.00		\$64.20
H4	50'x 31'	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Neville, Trey	\$56.79	\$692.37	-\$577.80
H5	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Dickens, Leslie	\$0.00		\$64.20
R1	44' X 34'	T - Hanger	\$200.00	\$20.00	\$12.60	\$192.60	Martin, Ron	-\$1,155.60		-\$963.00
R2	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Garrett, Bill	\$14.00	\$228.00	\$0.00
R3	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Peterson, Hermes	-\$215.40	\$214.00	-\$215.40
R4	44' X 34'	T - Hanger	\$200.00	\$20.00	\$12.60	\$192.60	Hansen, Joe	-\$771.12		-\$578.52
R5	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Young, Bradford	\$0.00	\$428.00	-\$214.00
R6	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	AMH Aviation	-\$434.20		-\$220.20
R7	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	-\$222.00		-\$8.00
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	-\$346.72		-\$186.22
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	-\$867.85		-\$723.40
S4	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Parnell, Jerry	\$159.78	\$321.00	-\$0.72
S5	41.5' X 34	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Cross, Jerry	-\$1,595.10		-\$1,450.65
S6	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	VACANT			
S7	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Boyette, Wayne	\$56.77	\$160.80	\$56.47
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	Nifong, James	\$0.00	\$160.50	\$0.00
T5	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Padgett, Daniel	-\$558.00		-\$397.50
T6	44' X 34'	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Neville, William (Trey)	-\$1,011.15		-\$866.70
T7	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Parish, Walker	-\$321.00		-\$160.50
T8	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Stairs, Richard	-\$3.00	\$160.50	-\$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	-\$750.00		-\$625.00
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	\$0.00	\$2,140.00	\$0.00

***New Tenants:

***Terminate:



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

City of Marianna
Airport
October 1, 2020 thru November 30, 2020 (2 Months)

	<u>Totals</u>
Revenue:	
Fuel Sales	\$ 46,776.77
Rentals/Leases	23,569.00
Misc.	39.89
Interest Earnings	4.51
Grants	26,811.85
Land Leases	10,499.98
Lease-Gilmore Services	16,077.02
Catalyst Reimb.	9,987.91
Hurricane Michael FEMA	-
Hurricane Michael Insurance	-
Total Revenues	<u>133,766.93</u>
Expenses:	
Personal Services	-
Operating	(132,213.94)
Capital	-
Fly-In	-
Debt	-
Transfer	(4,545.00)
Grants	(27,148.76)
Hurricane Michael	-
Total Expense	<u>(163,907.70)</u>
Net Profit (Loss)	<u>\$ (30,140.77)</u>
Property/Auto Insurance NOTE 1	\$ 67,776.85
Ad Valorem Tax NOTE 2	\$ 5,004.71
Net Profit (Loss) Adjusted	<u>\$ 42,640.79</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 \$10,499.98 from land rent as of 11-30-20 from Hurricane Michael activities. The City also received \$16,077.02 from Lease to Gilmore Services as of 11/30/20.

City of Marianna
Restricted/Unrestricted Cash
As of 11-30-20

Airport:

Operations	U	290,634.23
SBA	U	2,398.53
A/R Ad Valorem Tax	U	36,325.27
Due to/from -Hurricane Michael-Ins	U	338,400.02
Due to Utility Fund	U	(40,000.00)
Due To/From (Util Fund)	U	(759,031.82)
A/R -Hurricane Michael-Ins-Catalyst	U	151,542.19
A/R Fema Lease	U	5,249.99

Unrestricted

25,518.41

Grants/Misc Owed to City:

Backup Generator	U	13,500.00
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Total

\$ 39,018.41