

CITY OF MARIANNA
AIRPORT COMMERCE PARK BOARD MEETING
June 15, 2022 1:30 PM
MARIANNA MUNICIPAL AIRPORT
3689 INDUSTRIAL PARK DRIVE, MARIANNA, FL

1. Call To Order

2. Roll Call

- Chairman - James Hart
- Vice Chairman - Byron Ward
- Board Member - Larry Lang
- Board Member - Leonard Shores
- Board Member - Jim King

3. Review & Approval Of Minutes

3.A. Minutes

Documents:

[MAR 16 2022 MINUTES.ASD.PDF](#)

4. Airport Financial Reports

4.A. Billing

Documents:

[RENTAL PAYMENTS THRU 5-31-2022.PDF](#)

4.B. Fuel Sales

Documents:

[MAI FUEL THRU 5-31-2022.PDF](#)

4.C. Financials

Documents:

[AIRPORT FINANCIALS 5-31-2022.PDF](#)

5. Public Works Director

6. Other Business

6.A. Hangar Rent Analysis

Documents:

7. Adjourn

Upcoming Meetings: September 21, 2022 December 14, 2022

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 16, 2022
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 Jim King. On behalf of the City, City Manager Jim Dean, Public Works Director Clay Wells and Airport Manager Douglas Glass. On behalf of the Jackson County Chamber Tiffany Garling.

The minutes from the September 15, 2021 meeting were opened for discussion and there was no discussion in detail. Mr. King made a motion to approve the minutes with a second from Mr. Lang. All in favor. No further questions or comments were discussed.

The minutes from the December 16, 2021 meeting were opened for discussion and there was no discussion in detail. Mr. King 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 requested an analysis on hangar rental prices at other Airports to be presented at the next Board meeting. Mr. Lang made a motion to approve the airport financial statements, fuel sales and airport billing reports with a second from Mr. King. No further questions or comments were discussed.

Public Works Director, Clay Wells, reviewed Mr. John Collins' email updating the Board on the Apron Rehabilitation Project, Hangar Developments and MSGP Permit. Mr. Ward made a motion to approve the Directors report with a second from Mr. Lang. All in favor. No further questions or comments were discussed.

Under other business, Joint Education & Pilot Training with Chipola College was opened for discussion. Ms. Tiffany Garling discussed Project Take Flight with the Board which could potentially bring a pilot and maintenance technician training program to the Airport. No further questions or comments were discussed.

Mr. Richard Williams, Executive Director of CareerSource Chipola and Opportunity Florida presented to the Board a presentation on the labor force. No further questions or comments were discussed.

There being no further business the meeting was adjourned.

Marianna Industrial Park/Airport Rentals May 2022

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	-\$1,155.63		-\$1,011.18
B2	50 x 40	Block	\$150.00		\$10.50	\$160.50	Cloud, Jeff	\$160.50	\$321.00	\$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	\$2,500.00		EXEMPT	\$2,500.00	Air Methods	\$0.00	\$2,500.00	\$0.00
D2	60'x60'	Corp/Metal	\$850.00	\$85.00	\$53.55	\$818.55	Neville Aviation	-\$6,548.40		-\$5,729.85
E1	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Buttery, Craig	\$0.00	\$64.20	\$0.00
E2	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Adams, Bruce	-\$1.40	\$65.00	-\$2.20
E3	40 X 39.5	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Granberry, Philip	-\$57.78		\$0.00
E4	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Dodson, George	-\$70.60	\$65.00	-\$71.40
E5	40 X 39.5	Shade	\$60.00		\$4.20	\$64.20	Smith, Jacob	-\$64.20	\$64.20	-\$64.20
F1	40 x 48	Shade	\$60.00		\$4.20	\$64.20	Cam, Richard	\$192.60		\$256.80
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	Campbell, Mark	-\$67.40		-\$3.20
F5	40 x 48	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Moorhead, Donald	-\$462.24		-\$404.46
G1	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Womack, Jimmy	-\$106.40		-\$42.20
G2	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	VACANT	VACANT	VACANT	VACANT
G3	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Kennedy, Gilles	-\$64.20		\$0.00
G4	50' X 31'	Shade	\$60.00		\$4.20	\$64.20	Whitehead, Lonnie	-\$0.60	\$64.20	-\$0.60
G5	50' X 31'	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Gainey, John	-\$173.34		-\$115.56

sent another email 5/26

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	\$64.20	\$192.60	-\$64.20
H2	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	VACANT	VACANT	VACANT	VACANT
H3	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	VACANT	VACANT	VACANT	VACANT
H4	50'x 31'	Shade	\$60.00	\$6.00	\$3.78	\$57.78	Neville, Trey	-\$346.68		-\$288.90
H5	50'x 31'	Shade	\$60.00		\$4.20	\$64.20	Dickens, Leslie	-\$517.40		-\$453.20
R1	44' X 34'	T - Hanger	\$200.00	\$20.00	\$12.60	\$192.60	Neto, Robert	-\$2,118.60		-\$1,926.00
R2	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	VACANT	VACANT	VACANT	VACANT
R3	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Ringenberg, Mike	\$0.00	\$214.00	\$0.00
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	\$0.00		\$214.00
R6	44' X 34'	T - Hanger	\$200.00	\$20.00	\$12.60	\$192.60	Shearer, Micheal	-\$1,405.98		-\$1,213.38
R7	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	-\$20.80	\$214.80	-\$21.60
R8	44' X 34'	T - Hanger	\$200.00		\$14.00	\$214.00	Griffin, John	\$0.00	\$214.00	\$0.00
S1	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	West, David	-\$4.72	\$160.50	-\$4.72
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	-\$1.44		\$143.01
S4	41.5' X 34	T - Hanger	\$150.00		\$10.50	\$160.50	Parnell, Jerry	\$159.78	\$160.50	\$159.78
S5	41.5' X 34	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Cross, Jerry	-\$866.70		-\$722.25
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	-\$4.80	\$160.80	-\$5.10
S8	41.5' X 34	T - Hanger	\$33.88		\$2.37	\$36.25	Francis, Harvey		\$36.25	\$0.00

5/26 mailing pymt

sent email 5/26

SENDING PYMT NEXT WEE

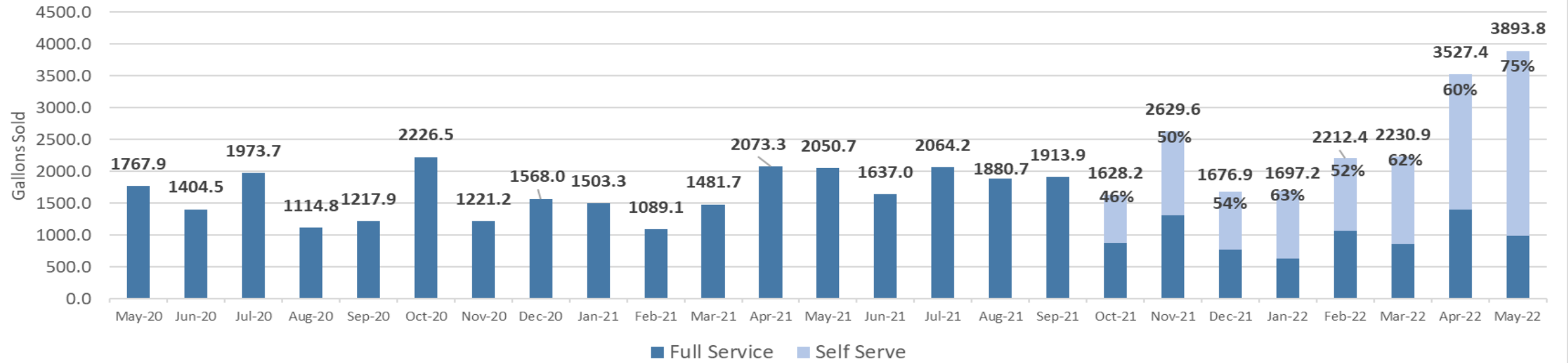
5/26 will drop off at airport

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	\$15.00	\$9.45	\$144.45	Cavin, Dale	-\$1,588.95		-\$1,444.50
T3	44' X 34'	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Cavin, Dale	-\$1,588.95		-\$1,444.50
T4	44' X 34'	T - Hanger	\$150.00	\$15.00	\$9.45	\$144.45	Jacques, Tommy	-\$1,300.05		-\$1,155.60
T5	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Padgett, Daniel	-\$160.50	\$1,123.50	-\$1,123.50
T6	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Cloud, James	\$0.00	\$160.50	\$0.00
T7	44' X 34'	T - Hanger	\$150.00		\$10.50	\$160.50	Parish, Walker	\$321.00	\$481.50	\$0.00
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	\$0.00		\$125.00
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

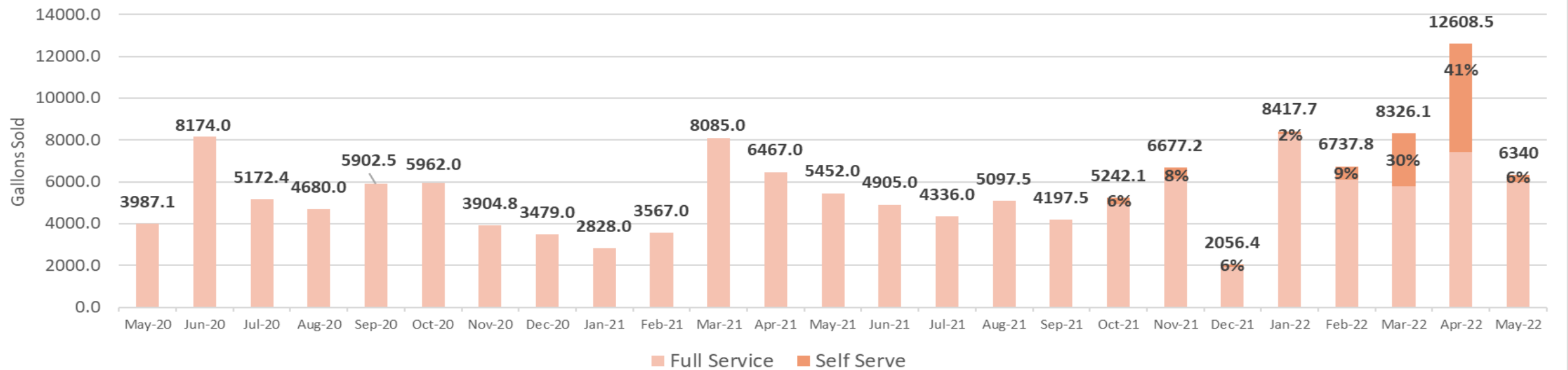
***New Tenants: S8 Harvey Francis pro rated last week in May

***Terminate: H3 - Fergandsons Construction

AVGAS



JET A



**City of Marianna
 Airport
 October 1, 2021 thru May 31, 2022 (8 Months)**

	<u>Totals</u>
Revenue:	
Fuel Sales	\$ 312,645.86
Call Out Fees	\$ 600.00
Rentals/Leases	94,371.08
Misc.	1,775.42
Interest Earnings	4,230.79
Grants	124,065.90
Land Leases	12,144.00
Lease-Gilmore Services	17,673.00
Catalyst Reimb.	38,734.52
Hurricane Michael FEMA	-
Hurricane Michael Insurance	-
Total Revenues	<u><u>606,240.57</u></u>
Expenses:	
Personal Services	32,738.94
Operating	362,812.79
Capital	29,975.33
Fly-In	5,177.23
Debt	-
Transfer	18,180.00
Grants	124,065.90
Hurricane Michael	-
Total Expense	<u><u>572,950.19</u></u>
Net Profit (Loss)	<u><u>\$ 33,290.38</u></u>
Property/Auto Insurance NOTE 1	\$ 29,988.00
Ad Valorem Tax NOTE 2	\$ 1,356.89
Capital-NOTE 3	\$ 7,761.57
Lease-NOTE 4	\$ 8,200.00
NOTE 5	\$ (37,865.06)
Ins Claim Credit Windsock	\$ 1,583.00
Net Profit (Loss) Adjusted	<u><u>\$ 44,314.78</u></u>

NOTE 1: The airport paid for property and auto insurance in Oct. 2021 and this is budgeted for the entire year so this will balance out by fiscal year end.

NOTE 2: Ad valorem tax was paid on October 2021 and this is budgeted for the

entire year so this will balance out by end of fiscal year.

NOTE 3: A skid steer was purchased in March 2022 but is budgeted over the entire FY.

NOTE 4: The City approved a lease purchase of a truck in February 2022-not a budgeted item.

NOTE 5: The City did receive grant funding to help purchase fuel for resale at the airport,
The grants paid for \$37,865.06 in fuel.

City of Marianna
Restricted/Unrestricted Cash
As of 5-31-22

Airport:

Operations	U	196,498.77
SBA	U	2,405.71
A/R Ad Valorem Tax	U	18,427.80
Due to/from	U	(15,159.36)
A/R Gas Charges	U	1,363.00
A/R Fema Lease	U	-
Unrestricted		203,535.92

Grants/Misc Owed to City:

Recertify Airport	U	-
FAA ARGP (#404-331-418 & 404-5050-542-6209) GAS		13,000.00
American Rescue(#404-331-421 & #404-5050-542-6356) GAS		5,657.11
Apron Rehab		19,780.50
		-
Grant Totals		38,437.61
Total		\$ 241,973.53

	T Hangar	Shade Hangar	Box Hangar
Tri-County Airport	\$210 - \$225	\$60 - \$64	
Quincy Municipal Airport	\$135 - \$165		\$330
DeFuniak Springs Municipal Airport	\$550		\$1400
Geneva Municipal Airport	\$150		
Ozark/Blackwell Field Airport	\$185 - \$225		
Enterprise Municipal Airport	\$200	\$60	
Headland Municipal Airport	\$165		
Donaldsonville Municipal Airport	\$125	\$45	\$175
Early County Airport	\$100	\$30	