

City of Marianna
Airport Commerce Park Board Regular Meeting

June 20, 2017
1:30 PM

The regular Airport Commerce Park Board Meeting was held on the above date and time. Present at the meeting were Harold Donaldson, Byron Ward, James Hart and John Epley. On behalf of the City, City Manager Jim Dean and Public Works Director Joe Richey. On behalf of AVCON and AECOM, Lee Lewis, Steve Henriquez and Michael Thompson.

The minutes from the December 20, 2016 and March 21, 2017 meetings were opened for discussion and there was no discussion in detail. Mr. Hart made a motion to approve the December and March minutes with a second from Mr. Ward. All in favor. No further questions or comments were discussed.

The airport financial statements thru February 28, 2017 and thru May 31, 2017 were opened for discussion. Mr. Richey updated the Board on the revenue and expenses. He explained there has not been any change but the City recently leased the 200 acre farm land to Mr. Adris Pender in the amount of \$12,144.00. Mr. Epley made a motion to approve the financials thru February 28, 2017 with a second from Mr. Ward. Mr. Ward made a motion to approve the financials thru May 31, 2017 with a second from Mr. Epley. All in favor. No further questions or comments were discussed.

The FBO monthly reports got December 2016 – May 2017 were opened for discussion. Mr. Hart noted the fuel sales have increased from December 2016 to present. He explained this increase is attributed to the promotional efforts made by SkyWarrior. Mr. Richey explained this report is generated by SkyWarrior documenting the fuel sales and gross receipts collected. Mr. Hart made a motion to approve the financials with a second from Mr. Epley. All in favor. No further questions or comments were discussed.

The December 2016 – May 2017 airport billing reports were opened for discussion. Mr. Richey updated the board on the hangar payments. Mr. Hart made a motion to approve the financials with a second from Mr. Ward. All in favor. No further questions or comments were discussed.

Under other business, 6A, Steve Henriquez and Mike Thompson with AECOM updated the Board on the progress of the Airport Master Plan, Airport Layout Plan and Property Map. Mr. Henriquez requested to schedule an informal workshop to discuss the 5-10-20 year plan and start prioritizing projects.

Under other business, 6B, Lee Lewis with AVCON updated the Board on the progress of Fuel Farm project. Mr. Lewis discussed with the Board three different locations and requested any comments in order to finalize the location and design of the fuel farm. The Board will review draft documents and provide feedback at the workshop.

Mr. Lewis presented to the Board options to minimize the flood issues in the T-hangar. No motion needed.

Under other business, 6C, Mr. Dean opened up discussion of SkyWarrior's request to use an RV as a temporary office space/bathroom facilities for a mechanic until a permanent addition to Hangar D2 can be constructed. Mr. Hart made a motion to recommend to the City Commission to allow SkyWarrior to use the RV for a period not to exceed one year or a signing and acceptance of an agreement for the purpose of constructing a new permanent addition to the building that would provide the same accommodations with a second for Mr. Ward. All in favor. No further questions or comments were discussed.

Under other business, 6D, George Sigler requested to rent 10 shade hangar at a reduced rate for the purpose of storing SkyWarrior aircraft for the flight school. Mr. Hart made a motion to allow SkyWarrior to rent the 10 shade hangars at a reduced rate and sublease any vacant hangar. Mr. Dean stated he would not recommend to the City Commission allowing SkyWarrior to sublease any hangar. Mr. Hart made a motion to recommend to the City Commission that Skywarrior be permitted to lease under contract 10 vacant shade hangars at a reduced rate of \$30.00 per hangar with a second from Mr. Epley. All in favor. No further questions or comments were discussed.

There being no further business the meeting was adjourned.