

CITY OF MARIANNA
AIRPORT COMMERCE PARK BOARD MEETING
June 21, 2023
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:

[MARCH 15 2023 MINUTES.PDF](#)

4. Airport Financial Reports

4.A. Billing

Documents:

[HANGAR PAYMENTS THRU 5-31-2023.PDF](#)

4.B. Fuel Sales

Documents:

[FUEL SALES THRU 5-31-2023.PDF](#)

4.C. Financials

Documents:

[FINANCIALS THRU 5-31-2023.PDF](#)

5. Public Works Director

5.A. Hangar Rental Rates

6. Other Business

6.A. Apron Rehabilitation Project Update

6.B. Hangar Development Project Update

7. 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.

September 20, 2023

December 13, 2023

City of Marianna
Airport Commerce Park Board Regular Meeting
March 15, 2023
1:30 PM

The regular Airport Commerce Park Board Meeting was held on the above date and time. Those present at the meeting were: 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.

The minutes from the December 14, 2022 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. King. 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. King 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.

Under other business, the hangar rental rate was opened for discussion. After discussion, the Board requested more information on current hangar rental amounts charged by other Airports and what is included. This information will be presented at the next Board meeting, scheduled for June 2023.

Under other business, Mr. Dean updated the Board on the progress of Apron Rehabilitation Project and Hangar Development Project. No further questions or comments were discussed.

There being no further business the meeting was adjourned.

FY 22/23
Hangar Rentals May 2023

		Monthly Rent	10% Discount	Sales Tax	Payments	Totals	Current Lease End Date
A	McDaniel, John	0.00	150.00	10.50	-160.50	0.00	Feb-24
B1	JC Aviation	-1,155.83	150.00	15.00	9.45	-1,011.38	Jan-24
B2	Cloud, Jeff	0.00	150.00	10.50	-160.50	0.00	Sep-23
C1	CITY						
C2	CITY						
D1	Air Methods (Sales Tax Exempt)	0.00	1,400.00		-1,400.00	0.00	Oct-23
D2	Neville Aviation	0.00	850.00	59.50	-909.50	0.00	Mar-25
E1	Buttery, Craig	-231.12	60.00	6.00	3.78	-173.34	Oct-23
E2	Adams, Bruce	-11.00	60.00		4.20	-76.80	Feb-24
E3	Granberry, Phillip	-57.78	60.00	6.00	3.78	0.00	Feb-24
E4	Dodson, George	-80.20	60.00		4.20	-81.00	
E5	VACANT		60.00		4.20	VACANT	
F1	VACANT		60.00		4.20	VACANT	
F2	NW Flyers	-128.40	60.00		4.20	-64.20	Feb-24
F3	NW Flyers	-128.40	60.00		4.20	-64.20	Feb-24
F4	VACANT		60.00		4.20	VACANT	
F5	Moorehead, Donald	-462.24	60.00	6.00	3.78	-404.46	Jan-24
G1	Womack, Jimmy	0.00	60.00		4.20	0.00	Mar-24
G2	VACANT		60.00		4.20	VACANT	
G3	Bucko, Tibor	-64.20	60.00		4.20	0.00	
G4	Whitehead, Lonnie	-0.60	60.00		4.20	-0.60	Jun-23
G5	Gainey Aviation Services	-173.34	60.00	6.00	3.78	-115.56	Aug-23
H1	Sorenson, Edd	192.00	60.00		4.20	-64.20	Feb-24
H2	VACANT		60.00		4.20	VACANT	
H3	LD & D Air	0.00	60.00		4.20	-64.20	
H4	Oakley, Myron	-385.20	60.00		4.20	-321.00	Apr-23
H5	Dickens, Leslie	53.98	60.00	6.00	3.78	0.00	*terminate 5/31/2023
R1	Neto, Robert	-2,118.60	200.00	20.00	12.60	-1,926.00	Apr-23

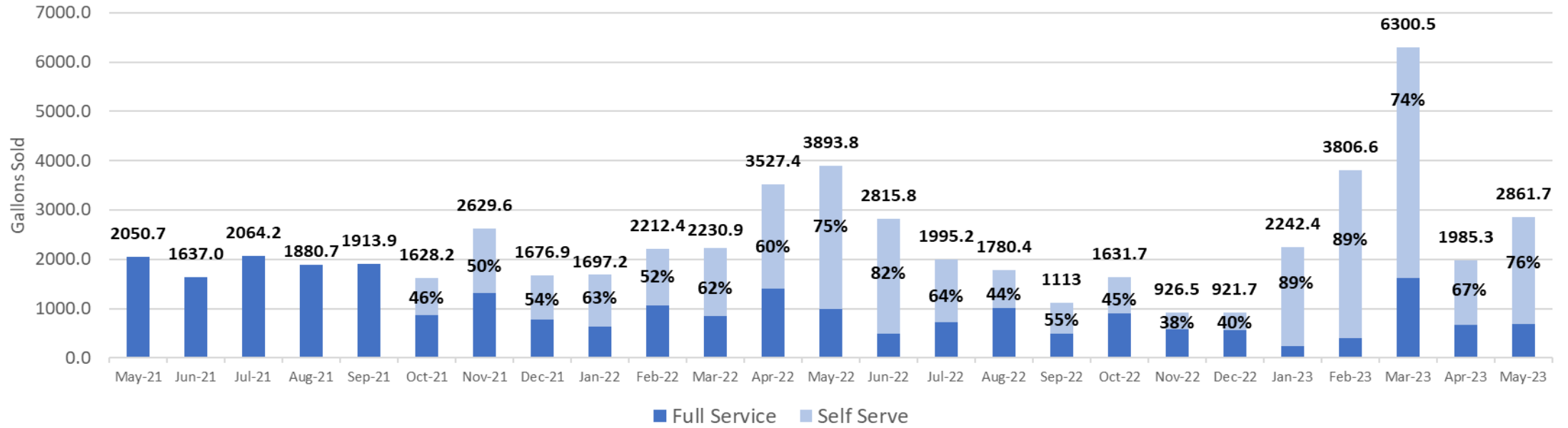
R2	Williams, Ryan	-577.86	200.00	20.00	12.60		-385.26	Aug-23
R3	Ringenberg, Mike	-214.00	200.00		14.00		0.00	Jan-24
R4	Hanson, Joe	-1,926.00	200.00	20.00	12.60		-1,733.40	Mar-24
R5	Nixton, Mike	0.00	200.00	20.00	12.60	-2,311.20	-2,118.60	
R6	Shearer, Michael	-1,348.20	200.00	20.00	12.60		-1,155.60	Jan-24
R7	Griffin, John	-242.40	200.00		14.00	-214.40	-242.80	Jul-23
R8	Ringenberg, Mike	-214.00	200.00		14.00		0.00	Dec-23
S1	West, David	0.00	150.00		10.50	-160.50	0.00	Feb-24
S2	Chambless, Mardre	-13.50	150.00		10.50	-160.50	-13.50	Feb-24
S3	Thomas, Joe	-1.44	150.00	15.00	9.45		143.01	Jun-23
S4	Parnell, Jerry	0.00	150.00		10.50	-321.00	-160.50	Feb-23
S5	Cross, Jerry	-1,155.60	150.00	15.00	9.45		-1,011.15	Jan-24
S6	Land, Dustin	-321.00	150.00		10.50		-160.50	Feb-24
S7	Boyette, Wayne	-8.40	150.00		10.50	-160.80	-8.70	
S8	Francis, Harvey	-1.50	150.00		10.50	-162.00	-3.00	Jun-23
T1	Giersberg, Chris	0.00	150.00		10.50	-160.50	0.00	
T2	Cavin, Dale	-1,588.95	150.00	15.00	9.45		-1,444.50	Feb-24
T3	Cavin, Dale	-1,588.95	150.00	15.00	9.45		-1,444.50	Feb-24
T4	Jacques, Tommy	-1,366.65	150.00	15.00	9.45		-1,222.20	Jan-24
T5	Padgett, Daniel	-963.00	150.00		10.50		-802.50	May-23
T6	Neville, Trey	-433.35	150.00	15.00	9.45		-288.90	Aug-23
T7	Neville, Trey	-433.35	150.00	15.00	9.45		-288.90	Aug-23
T8	Stairs, Richard	-3.00	150.00		10.50	-160.50	-3.00	Feb-23
						-7,325.86		

FY 22/23

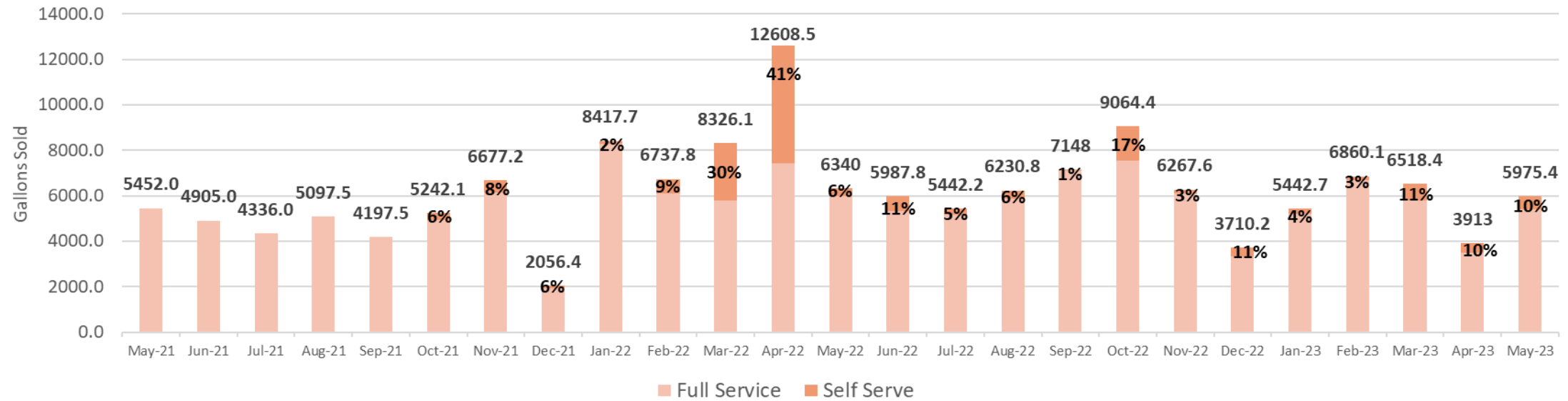
Building Leases May 2023

	Monthly Rent	Insurance Reimbursement	Prop Tax Reimbursement	Sales Tax	Payments	Totals
Air Methods (Mobile Home)	-	1,300.00	-	-	(1,300.00)	-
Air Prop Specialist	(64.70)	1,200.00	313.00	77.00	111.30	(1,636.60)
JCSO	-	125.00	-	-	(1,500.00)	(1,375.00)
Rolls Rite Trailers	-	2,000.00	-	325.37	162.78	(2,488.15)
Tidewater	-	2,803.75	448.83	114.00	235.66	(3,602.24)

AV GAS



JET A



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

	<u>Totals</u>
Revenue:	
Fuel Sales	\$ 347,962.69
Hangar Rentals	58,962.00
Call Out Fees	750.00
Misc.	418.01
Interest Earnings	5,532.73
Grants	386,791.75
Land Leases	12,144.00
Gilmore Lease/Reimb.	17,094.00
Gilmore Reimb.	2,766.00
Catalyst Reimb.	68,175.00
Tidewater Lease/Reimb.	22,430.00
Tidewater Reimb.	4,502.64
Rolls Rite Lease/Reimb.	16,000.00
Rolls Rite Reimb.	2,633.65
Airprop Lease/Reimb.	9,600.00
Airprop Reimb.	3,396.00
Air Methods Lease/Reimb.	8,800.00
Air Methods Reimb.	1,600.00
JCSO Lease	1,000.00
Hurricane Michael FEMA	-
Total Revenues	<u><u>970,558.47</u></u>
Expenses:	
Personal Services	36,015.56
Operating	522,405.97
Capital	-
Fly-In	4,951.93
Lease	13,300.00
Transfer	18,700.52
Grants	386,791.75
Hurricane Michael	-
Total Expense	<u><u>982,165.73</u></u>
Net Profit (Loss)	<u><u>\$ (11,607.26)</u></u>
Property/Auto Insurance NOTE 1	\$ 21,995.32
Property/Auto Insurance NOTE 2	\$ 12,990.68
Ad Valorem Tax NOTE 3	\$ 11,550.39
Ad Valorem Tax NOTE 4	\$ 1,407.95
Net Profit (Loss) Adjusted	<u><u>\$ 36,337.08</u></u>

NOTE 1: The airport paid for property insurance in Oct. 2022 on Airport Leases and this is budgeted for the entire year so this will balance out by fiscal year end.

NOTE 2: The airport paid for property & Auto insurance in Oct. 2022 on Airport operations and this is budgeted for the entire year so this will balance out by fiscal year end.

NOTE 3: The airport paid for ad valorem tax in Nov. 2022 on Airport leases and this is budgeted for the entire year so this will balance out by fiscal year end.

NOTE 4: The airport paid for ad valorem tax in Nov. 2022 on Airport operations and this is budgeted for the entire year so this will balance out by fiscal year end.

City of Marianna
Restricted/Unrestricted Cash
As of 5-31-23

Airport:

Operations	U	428,714.75
SBA	U	2,494.84
A/R Ad Valorem Tax	U	-
Due to/from	U	(5,043.38)
Payable-Gas	U	-
A/R Hangar Rentals	U	(16,757.13)
A/R Gas Charges	U	5,975.00
Unrestricted		415,384.08

Grants/Misc Owed to City: -

Apron Rehab #404-334-417 7,120.00
FDOT Hnagar Development 13,320.00

Grant Totals 20,440.00

Total **\$ 435,824.08**