



Agenda

Airport Board

20 Second Avenue SW, Oelwein

6:30 PM

March 13, 2024

Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Matt Weber

Board Members: Anthony Ricchio, Ken Woodraska, Tommy Nations, John Bagge, William Walenceus, Nathan Schares

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. February Minutes.

EXPENSE REVIEW

2. February Expenses.

FBO REPORT

OLD BUSINESS

3. Fuel System Update.

NEW BUSINESS

SCHEDULE NEXT MEETING DATE

ADJOURNMENT

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



Minutes

Airport Board

Municipal Airport, 19623 40th Street, Oelwein, Iowa

February 21, 2024 - 6:30 PM

CALL TO ORDER

Woodraska called the meeting to order at 6:34 PM.

ROLL CALL

Present: Woodraska, Nations, Schares, Walenceus, Bagge

Also Present: FBO George Tegler, Assistant Airport Manager Tommy Stewart

Absent: Council Liaison Anthony Ricchio

APPROVAL OF MINUTES

1. January Minutes.

A motion was made by Nations, seconded Schares to approve the January Minutes. All aye. Motion carried.

EXPENSE REVIEW

2. January Expenses.

A motion was made Bagge, seconded by Nations to approve the January Expenses. All aye. Motion carried.

FBO REPORT

Tegler reported the outlets in the shop are getting to the point where cords fall out and only a few will work properly. Tegler stated he would like to them be replaced. AECOM had been out to mark out the locations for the Lighting Vault Project. Tegler was looking to replace some ceiling tiles.

OLD BUSINESS

3. Fuel System Update.

Bagge stated he hoped it'd be done by spring. Stewart stated that most of it is completed but are waiting on a few touch points.

4. Tractor Tires.

It was reported by Woodraska that the City would like to purchase a new tractor. The goal would be during this year. Tegler had stated he would like something that is comparable to the current.

5. Terminal garage heating for tractor.

Given the weather is warming up, Stewart recommend to review this item in the fall. A discussion took place on radiant tube heating.

6. Decide on whether to vote to change the wording Article IV, Oelwein Airport Board, Section 6-101 Qualifications of Board members.

Bagge motioned, seconded by Schares to propose a recommendation to change the wording of Article IV, Oelwein Airport Board, Section 6-101 Qualifications of Board members to state two member ought to be from the City of Oelwein and 3 must be from Fayette County or county adjacent to. Four aye, one nay (Woodraska). Motion carried.

SCHEDULE NEXT MEETING DATE

March 13, 2024 at 6:30PM

ADJOURNMENT

A motion was made by Nations, seconded by Schares to adjourn the meeting at 6:55PM. All aye. Motion carried.

CITY OF OELWEIN
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

Item 2.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>AIRPORT</u>					
001-2800-43110	HANGAR RENT	1,317.00	11,760.50	15,000.00	3,239.50	78.4
001-2800-43120	LAND RENT	36,225.00	36,225.00	32,000.00	(4,225.00)	113.2
001-2800-47053	COURTESY CAR DONATIONS	.00	.00	100.00	100.00	.0
001-2800-47130	JET A/100LL FUEL REIMBURSEMENT	.00	1,755.00	4,500.00	2,745.00	39.0
001-2800-47990	MISC	180.00	720.00	.00	(720.00)	.0
	TOTAL AIRPORT	37,722.00	50,460.50	51,600.00	1,139.50	97.8
	TOTAL FUND REVENUE	37,722.00	50,460.50	51,600.00	1,139.50	97.8

CITY OF OELWEIN
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 29, 2024

Item 2.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>						
001-2800-60100	SALARY	.00	.00	1,000.00	1,000.00	.0
001-2800-63100	BUILDING	.00	4,896.06	5,000.00	103.94	97.9
001-2800-63310	VEHICLE	.00	.00	100.00	100.00	.0
001-2800-63730	COMMUNICATIONS	86.02	687.32	1,000.00	312.68	68.7
001-2800-63810	UTILITIES	225.15	2,188.24	4,500.00	2,311.76	48.6
001-2800-64950	CONTRACTS	3,059.82	24,478.52	38,500.00	14,021.48	63.6
001-2800-65041	EQUIPMENT	.00	2,550.79	8,000.00	5,449.21	31.9
001-2800-65060	OFFICE SUPPLIES	.00	500.64	500.00	(.64)	100.1
	TOTAL AIRPORT	3,370.99	35,301.57	58,600.00	23,298.43	60.2
	TOTAL FUND EXPENDITURES	3,370.99	35,301.57	58,600.00	23,298.43	60.2
	NET REVENUE OVER EXPENDITURES	34,351.01	15,158.93	(7,000.00)	(22,158.93)	216.6

Report Criteria:

Actual amounts

All accounts

Account.Account number = "001280043110"- "001280065060"

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
001-2800-43110 HANGAR RENT				
AR	Payment Applied - Hangars - SKY VALLEY AVIA		90.00-	
AR	Payment Applied - Hangars - KATHERINE McCA		65.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		65.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		56.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		70.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		90.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		155.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		65.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		56.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		70.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		90.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		155.00-	
AR	Payment Applied - Hangars - PAUL MARCOTTE		65.00-	
AR	Payment Applied - Hangars - BILL WALENCEUS		65.00-	
AR	Payment Applied - Hangars - BRIAN FINNEGAN		70.00-	
AR	Payment Applied - Hangars - BRIAN FINNEGAN		90.00-	
YTD Encumbrance	.00 YTD Actual	11,760.50- Total	11,760.50- YTD Budget	15,000.00- Unearned 3,239.50

001-2800-43120 LAND RENT				
CR	LAND RENT - TRAVIS SEEHASE		36,225.00-	
	Description: LAND RENT - TRAVIS SEEHASE			
YTD Encumbrance	.00 YTD Actual	36,225.00- Total	36,225.00- YTD Budget	32,000.00- Unearned 4,225.00-

001-2800-44410 GRANTS (FEDERAL)				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00

001-2800-47053 COURTESY CAR DONATIONS				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	100.00- Unearned 100.00

001-2800-47100 ELECTRICAL REIMBURSEMENT				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00

001-2800-47130 JET A/100LL FUEL REIMBURSEMENT				
YTD Encumbrance	.00 YTD Actual	1,755.00- Total	1,755.00- YTD Budget	4,500.00- Unearned 2,745.00

001-2800-47990 MISC				
CR	extra storage - kyle rich		90.00-	

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
001-2800-47990 MISC (continued)				
	Description: extra storage - kyle rich			
CR	EXTRA SPACE - KYLE RICH		90.00-	
	Description: EXTRA SPACE - KYLE RICH			
YTD Encumbrance	.00 YTD Actual	720.00- Total	720.00- YTD Budget	.00 Unearned 720.00-
001-2800-60100 SALARY				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended 1,000.00
001-2800-63100 BUILDING				
YTD Encumbrance	.00 YTD Actual	4,896.06 Total	4,896.06 YTD Budget	5,000.00 Unexpended 103.94
001-2800-63310 VEHICLE				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	100.00 Unexpended 100.00
001-2800-63730 COMMUNICATIONS				
AP	COMMUNITY DIGITAL WIRELESS LLC		53.95	
	**Desc: AIRPORT INTERNET SERVICE			
AP	AUREON COMMUNICATIONS		32.07	
	**Desc: AIRPORT PHONE SERVICE			
YTD Encumbrance	.00 YTD Actual	687.32 Total	687.32 YTD Budget	1,000.00 Unexpended 312.68
001-2800-63810 UTILITIES				
AP	EAGLE POINT ENERGY 5 LLC		94.17	
	**Desc: ELECTRIC SERVICE			
AP	ALLIANT ENERGY		130.98	
	**Desc: ELECTRIC SERVICE			
YTD Encumbrance	.00 YTD Actual	2,188.24 Total	2,188.24 YTD Budget	4,500.00 Unexpended 2,311.76
001-2800-64915 REFUNDS				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended .00
001-2800-64950 CONTRACTS				
AP	TEGELER AVIATION LLC		3,059.82	

Journal	Payee or Description		Debit Amount		Credit Amount		Balance
001-2800-64950 CONTRACTS (continued)							
	**Desc: FEBRUARY FBO FEE						
YTD Encumbrance	.00	YTD Actual	24,478.52	Total	24,478.52	YTD Budget	38,500.00 Unexpended 14,021.48
001-2800-65041 EQUIPMENT							
YTD Encumbrance	.00	YTD Actual	2,550.79	Total	2,550.79	YTD Budget	8,000.00 Unexpended 5,449.21
001-2800-65060 OFFICE SUPPLIES							
YTD Encumbrance	.00	YTD Actual	500.64	Total	500.64	YTD Budget	500.00 Unexpended .64-
Number of transactions: 24		Number of accounts: 16		Debit	Credit	Proof	
Grand Totals:				3,370.99	37,722.00-	34,351.01-	