



Agenda

Airport Board

Municipal Airport, 19623 40th Street, Oelwein, Iowa

6:30 PM

September 30, 2025

Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Matt Weber

Board Members: Anthony Ricchio, Ken Woodraska, John Bagge, Nathan Schares, Tony Reinking, Jeffery Brackett

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- [1.](#) September Minutes.

EXPENSE REVIEW

FBO REPORT

OLD BUSINESS

- [2.](#) Sky Valley Aviation Proposal.
3. Crop Care by Air Proposal.

NEW BUSINESS

- [4.](#) FY26 FAA Project Proposal

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

September 10, 2025 - 6:30 PM

CALL TO ORDER

The meeting was called to order at 6:35 PM.

ROLL CALL

Present: Woodraska, Schares, Reinking, Brackett

Absent: Bagge, Ricchio

APPROVAL OF MINUTES

1. July Minutes.

The board reviewed the previous minutes.

A motion to approve was made by Reinking and seconded by Schares. Motion carried unanimously.

EXPENSE REVIEW

2. June Expenses.
3. July Expenses.
4. August Expenses.

One item of interest was a salary expense of \$2,100. Board requested clarification from the city.

Noted strong fuel revenue. A motion to approve expenses was made by Schares and seconded by Brackett. Motion passed unanimously.

FBO REPORT

Mike Wilhelm submitted a note stating he has three aircraft annual inspections scheduled. He believes increased traffic is due to competitive fuel pricing.

OLD BUSINESS

5. Young Eagles Event Recap
 - Held successfully on a rescheduled Sunday.
 - RC demonstrations were a highlight; discussion held on ways to expand and promote that portion of the event next year.
 - Suggestions included adding signage and encouraging visitors to explore all activities.
6. Electrical Vault Project
 - Project is completed; dirt leveled and grass seeded.
7. Unairworthy Aircraft
 - Owner contacted and plans to bring aircraft up to compliance; annual not yet scheduled.
8. Service Hangar Ceiling
 - Ceiling and LED lighting installed; positive comments on appearance.
 - Some concern over access to mechanical components now covered by ceiling.
9. Hangar Door Issue
 - Maintenance completed on Theresa's hangar; loose sensors were tightened.

NEW BUSINESS

10. Vacant Hangars

- Clarified that City Hall maintains a waiting list and contacts those on it.
- Discussion held on importance of pilot communication and interest in newer hangars.

11. FBO Listing and Grant Funding

- Dylan reported that being listed as an FBO does not disqualify grant eligibility, though it may slightly impact scoring.

12. Fuel Price Visibility

- Emphasis placed on ensuring accurate and updated fuel prices across multiple platforms (AirNav, SkyVector, FlightPlan, etc.).
- Discussion on difficulties updating listings due to access restrictions; suggestions made to increase consistency.

13. Phone Line Redundancy

- Discussed eliminating old airport phone number (283-5089) to save costs.
- City to verify whether AWOS line is billed separately by DOT.

14. Fuel System Access

- Discussion held on fuel pump access issues; some temporary failures resolved remotely by Tommy.
- Emphasis on keeping Tommy or a backup reachable; number posted at pump.

15. Terminal Cleanliness

- Concerns raised about poor cleaning standards in terminal.
- Photos taken and submitted; recommendation made for consistent restroom cleaning (weekly during warm months, bi-weekly in winter).

16. Groundskeeping and Mowing

- Mowing work satisfactory overall; wet conditions noted.
- Suggestions included trimming or spraying near hangar bases to prevent unsightly grass buildup.

17. Planter Maintenance

- Weed trimming noted; ongoing care discussed.

SCHEDULE NEXT MEETING DATE

Next meeting scheduled for October 8, 2025, at 6:30 PM.

ADJOURNMENT

A motion to adjourn was made by Reinking and seconded by Schares. Motion carried. The meeting adjourned at 7:06 PM.



Date 9/7/2025

Sky Valley Aviation LLC proposal to continue to provide fixed base operator services at Oelwein Municipal Airport.

Sky Valley Aviation LLC
Michael Wilhelms Owner 319-290-2706
1300 4th St. SW Waverly, IA 50677

During the last year Sky Valley Aviation LLC has provided services for the current tenants based at OLZ. Sky Valley Aviation LLC has also brought in customers from Independence, Waterloo, Cedar Rapids, and surrounding areas. Sky Valley Aviation LLC is an asset to Oelwein Municipal Airport and the community. Sky Valley Aviation LLC would like to continue to provide services and help grow the Oelwein Municipal Airport.

Sky Valley Aviation LLC will:

- Lease the maintenance hangar from the City of Oelwein for \$550 a month to include use of the terminal office and hangar 1D for overflow aircraft.
- Lease hangar 7C for \$95/month
- For a term of 3yrs. Nov. 1, 2025, through Oct. 28, 2028 with no rate increase.

Sky Valley Aviation LLC will continue to provide general liability insurance as required by the City of Oelwein.

These terms are contingent on the replacement of the maintenance hangar main door seal and the reinstallation of the ceiling heater in the maintenance hangar.

Sky Valley Aviation LLC reserves the right to terminate this contract at any time with a 30 day written notice.

Respectfully Submitted
Sky Valley Aviation LLC
Michael Wilhelms

Kaylonna McKee

From: Dylan Mulfinger
Sent: Monday, September 29, 2025 8:16 AM
To: kmwoody49@yahoo.com
Cc: Kaylonna McKee
Subject: Fw: Proposed Projects at Your Airport
Attachments: Oelwein.pdf

Ken,
 I will place this item on the agenda and the corresponding email below.
 Thank you,

Dylan Mulfinger

City Administrator

City of Oelwein

20 2nd Ave SW Oelwein, Iowa 50662

City Hall- 319-283-5440

Cell- 319-238-0039



From: Lindsay, Junior E (FAA) <Junior.E.Lindsay@faa.gov>
Sent: Thursday, September 25, 2025 12:40 PM
To: Dylan Mulfinger <dmulfinger@cityofuelwein.org>
Cc: shane.wright@iowadot.us <shane.wright@iowadot.us>; Peters, Joshua W (FAA) <Joshua.W.Peters@faa.gov>
Subject: Proposed Projects at Your Airport

Hello Dylan,

Please note in FY2026 you will have expiring entitlement funds (NPE). This should not be an issue since you have a project planned that year.

Attached is a snapshot of the tentative plan I've developed for the Airport Improvement Program (AIP) and Infrastructure Investment and Jobs Act (IIJA) funding for your airport. Please note, this is a projection based on current information and should not be considered a guarantee of how projects will proceed-especially for any items scheduled beyond FY 2026. This plan may differ from your original requests, so I encourage you to review it carefully and reach out to me directly if you have any questions or concerns.

This plan was created using a combination of your priorities, our priorities, and most importantly, anticipated funding levels. As mentioned, the plan could vary from your requests due to projected AIP funding availability over the coming years. IIJA funds are included in some projects to ensure financial viability. If you prefer not to use IIJA funds as indicated, please let me know in your next CIP update and include a revised funding plan for that shortfall. The plan assumes a federal/local funding split of 95%/5% for FY 2026 and 90%/10% for FY 2027.

The "Estimated Available Entitlements" reflect the funds projected to be available to your airport for new grants in FY 2026 (our FY 2026 begins on October 1, 2025). These estimates depend on the passage of the FY 2026 appropriation bill by Congress and the President's signature. The spreadsheet does not include any potential discretionary funds from supplemental appropriations. IIJA funds for FY 2026 are estimated, as the exact amount will not be finalized until later this fall. Please note that FY 2026 will be the final year to accrue IIJA entitlements, as the program concludes then. You will have 4 years to utilize remaining IIJA funds from the year it was allocated.

If you see a highlighted message indicating entitlements expiring on September 30, 2026, but do not see a corresponding project for FY 2026, please contact me as soon as possible to discuss options for those expiring funds (e.g., a new project, transfer to another airport, etc.).

Since this contains sensitive project planning and funding information, I am sharing it only with airport sponsors and the state Department of Transportation. If others need access to this information, please feel free to forward this email at your discretion. Any requests for a copy sent to me will be referred back to you.

Thank You

Junior E Lindsay, C.M.
Airport Planner | Iowa

FAA Central Region | Airports Division
901 Locust, Kansas City, MO 64106
816-329-2622 | Junior.E.Lindsay@faa.gov

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Proposed Airport Capital Plan

9/12/2024 **Item 4.**

Estimated Available Entitlement Summary					
	2023 ¹	2024	2025	2026 ²	Total
AIP	\$53,643	\$150,000	\$150,000	\$150,000	\$503,643
IIJA ³	\$0	\$0	\$63,147	\$137,000	\$200,147

You have funds that expire on September 30, 2026

¹ FFY 2023 AIP Entitlement will expire in FFY 2026

² FFY 2026 AIP Nonprimary Entitlement unknown pending legislation - \$150,000 is assumed for planning

³ IIJA Allotment is recalculated each fiscal year (previous FY's amount assumed for planning)

City	Site	LOC	Project Description	Runway	Planned FFY	Federal Share for Project Phase (Typically 90% of Eligible Cost)	Estimated Total Project Cost	NPR	Project Phase	Project Remarks	Details
Oelwein	Oelwein Municipal	OLZ	Reseal/Resurface Taxiway		2026	\$ 380,000	\$ 400,000	65		Repair crack seal and joints for taxiway panels in hangar area 2500 sq yards. PCI-46. 800ft x 25ft	AIP - Design and Construct
Oelwein	Oelwein Municipal	OLZ	Install Runway Visual Guidance System	13/31	2027	\$ 76,600	\$ 221,000	73	45659	Install 4 box PAPIs on Runway 13. Includes RA and flight check costs.	IIJA - Design and Construct
Oelwein	Oelwein Municipal	OLZ	Install Runway Visual Guidance System	13/31	2027	\$ 133,350	\$ 221,000	73	45690	Install 4 box PAPIs on Runway 13. Includes RA and flight check costs.	AIP Portion

Future Projects

Update Airport Master Plan Study	O	\$ 142,500	\$ 150,000	71	Update Airport Master Plan and ALP. Includes AGIS.
Construct/Expand Hangar	O	\$ 758,290	\$ 798,200	24	6 bay t-hangar. Per FAA Order 5100.38D Table O-3 f. hangar projects may be eligible at nonprimary airports using entitlements. The sponsor must make adequate provisions for financing higher priority airfield projects that are currently required before this revenue-producing work

Other projects may be on file but may not be anticipated to have funding available in the short term planning period