



## Agenda

### Airport Board

20 Second Avenue SW, Oelwein

6:30 PM

August 14, 2024  
Oelwein, Iowa

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**Mayor:** Brett DeVore

**Mayor Pro Tem:** Matt Weber

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

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#### CALL TO ORDER

#### ROLL CALL

#### APPROVAL OF MINUTES

#### EXPENSE REVIEW

- [1.](#) June Expense Review.
- [2.](#) July Expense Review.

#### FBO REPORT

#### OLD BUSINESS

- Fuel System Update.
  - Is it up and running on both fuels or just 100LL?
  - Is the internet working ok for the fuel system?
  - Has the city purchased the fuel?
- Update on Electrical Vault Project.
- Review AECOM Capital Spending Plan.

#### NEW BUSINESS

#### SCHEDULE NEXT MEETING DATE

#### ADJOURNMENT

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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

Report Criteria:

Actual amounts

All accounts

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

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>001-2800-43110 HANGAR RENT</b>				
AR	Payment Applied - Hangars - BILL WALENCEUS		65.00-	
AR	Payment Applied - Hangars - GREG BRYAN		90.00-	
AR	Payment Applied - Hangars - SKY VALLEY AVIA		90.00-	
AR	Payment Applied - Hangars - RANDY ALTHOUS		70.00-	
AR	Payment Applied - Hangars - KATHERINE McCA		65.00-	
AR	Payment Applied - Hangars - GREG BRYAN		450.00-	
AR	Payment Applied - Hangars - RANDY ALTHOUS		140.00-	
AR	Payment Applied - Hangars - BILL WALENCEUS		65.00-	
AR	Payment Applied - Hangars - TIM RECKER		70.00-	
AR	Payment Applied - Hangars - WALTER AVIATIO		65.00-	
AR	Payment Applied - Hangars - MIKE MATTHIAS		70.00-	
AR	Payment Applied - Hangars - MIKE MATTHIAS		70.00-	
AR	Payment Applied - Hangars - PAUL MARCOTTE		65.00-	
AR	Payment Applied - Hangars - TIM RECKER		140.00-	
AR	Payment Applied - Hangars - WALTER AVIATIO		325.00-	
YTD Encumbrance	.00 YTD Actual	18,158.50- Total	18,158.50- YTD Budget	15,000.00- Unearned 3,158.50-
<b>001-2800-43120 LAND RENT</b>				
YTD Encumbrance	.00 YTD Actual	36,225.00- Total	36,225.00- YTD Budget	32,000.00- Unearned 4,225.00-
<b>001-2800-44410 GRANTS (FEDERAL)</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00
<b>001-2800-47053 COURTESY CAR DONATIONS</b>				
YTD Encumbrance	.00 YTD Actual	125.00- Total	125.00- YTD Budget	100.00- Unearned 25.00-
<b>001-2800-47100 ELECTRICAL REIMBURSEMENT</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00
<b>001-2800-47130 JET A/100LL FUEL REIMBURSEMENT</b>				
YTD Encumbrance	.00 YTD Actual	2,080.46- Total	2,080.46- YTD Budget	4,500.00- Unearned 2,419.54
<b>001-2800-47990 MISC</b>				
YTD Encumbrance	.00 YTD Actual	990.00- Total	990.00- YTD Budget	.00 Unearned 990.00-
<b>001-2800-60100 SALARY</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended 1,000.00

Item 1.

CITY OF OELWEIN

Detail Ledger - Airport Detail Reports

Page: 2

Period 06/24 (06/30/2024)

Jul 24, 2024 9:35AM

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>001-2800-63100 BUILDING</b>				
AP	CULLIGAN WATER CONDITIONING	7.50		
	**Desc: DRINKING WATER BOTTLES			
YTD Encumbrance	.00	YTD Actual 5,459.43	Total 5,459.43	YTD Budget 5,000.00 Unexpended 459.43-
<b>001-2800-63310 VEHICLE</b>				
YTD Encumbrance	.00	YTD Actual .00	Total .00	YTD Budget 100.00 Unexpended 100.00
<b>001-2800-63730 COMMUNICATIONS</b>				
AP	AUREON COMMUNICATIONS	29.35		
	**Desc: AIRPORT PHONE SERVICE			
AP	COMMUNITY DIGITAL WIRELESS LLC	53.95		
	**Desc: AIRPORT INTERNET SERVICE			
YTD Encumbrance	.00	YTD Actual 1,023.36	Total 1,023.36	YTD Budget 1,000.00 Unexpended 23.36-
<b>001-2800-63810 UTILITIES</b>				
AP	ALLIANT ENERGY	20.38		
	**Desc: ELECTRIC SERVICE			
YTD Encumbrance	.00	YTD Actual 3,086.57	Total 3,086.57	YTD Budget 4,500.00 Unexpended 1,413.43
<b>001-2800-64915 REFUNDS</b>				
YTD Encumbrance	.00	YTD Actual .00	Total .00	YTD Budget .00 Unexpended .00
<b>001-2800-64950 CONTRACTS</b>				
AP	TEGELER AVIATION LLC	3,059.82		
	**Desc: JUNE FBO FEE			
YTD Encumbrance	.00	YTD Actual 36,717.80	Total 36,717.80	YTD Budget 38,500.00 Unexpended 1,782.20
<b>001-2800-65041 EQUIPMENT</b>				
AP	KENS ELECTRIC	41.62		
	**Desc: LED lights for Airport			
AP	MULGREW OIL CO	630.79		

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Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>001-2800-65041 EQUIPMENT (continued)</b>				
	**Desc: DIESEL FUEL - AIRPORT			
YTD Encumbrance	.00	YTD Actual 4,469.99	Total 4,469.99	YTD Budget 8,000.00
				Unexpended 3,530.01
<b>001-2800-65060 OFFICE SUPPLIES</b>				
AP	QUADIENT FINANCE USA INC	14.96		
	**Desc: POSTAGE 2/27/2024--4/30/2024			
YTD Encumbrance	.00	YTD Actual 536.67	Total 536.67	YTD Budget 500.00
				Unexpended 36.67-
Number of transactions: 23		Number of accounts: 16		
		Debit	Credit	Proof
Grand Totals:		3,858.37	1,840.00-	2,018.37

CITY OF OELWEIN  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2024

Item 1.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET		UNEARNED	PCNT
	<u>AIRPORT</u>						
001-2800-43110	HANGAR RENT	1,840.00	18,158.50	15,000.00	(	3,158.50)	121.1
001-2800-43120	LAND RENT	.00	36,225.00	32,000.00	(	4,225.00)	113.2
001-2800-47053	COURTESY CAR DONATIONS	.00	125.00	100.00	(	25.00)	125.0
001-2800-47130	JET A/100LL FUEL REIMBURSEMENT	.00	2,080.46	4,500.00		2,419.54	46.2
001-2800-47990	MISC	.00	990.00	.00	(	990.00)	.0
	TOTAL AIRPORT	1,840.00	57,578.96	51,600.00	(	5,978.96)	111.6
	TOTAL FUND REVENUE	1,840.00	57,578.96	51,600.00	(	5,978.96)	111.6

CITY OF OELWEIN  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2024

Item 1.

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	7.50	5,459.43	5,000.00	( 459.43)	109.2
001-2800-63310	VEHICLE	.00	.00	100.00	100.00	.0
001-2800-63730	COMMUNICATIONS	83.30	1,023.36	1,000.00	( 23.36)	102.3
001-2800-63810	UTILITIES	20.38	3,086.57	4,500.00	1,413.43	68.6
001-2800-64950	CONTRACTS	3,059.82	36,717.80	38,500.00	1,782.20	95.4
001-2800-65041	EQUIPMENT	672.41	4,469.99	8,000.00	3,530.01	55.9
001-2800-65060	OFFICE SUPPLIES	14.96	536.67	500.00	( 36.67)	107.3
	TOTAL AIRPORT	3,858.37	51,293.82	58,600.00	7,306.18	87.5
	TOTAL FUND EXPENDITURES	3,858.37	51,293.82	58,600.00	7,306.18	87.5
	NET REVENUE OVER EXPENDITURES	( 2,018.37)	6,285.14	( 7,000.00)	( 13,285.14)	89.8

Report Criteria:

Actual amounts

All accounts

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

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>001-2800-43110 HANGAR RENT</b>				
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 - THERESA BREITB		90.00-	
AR	Payment Applied - Hangars - KATHERINE McCA		65.00-	
AR	Payment Applied - Hangars - SKY VALLEY AVIA		90.00-	
AR	Payment Applied - Hangars - THERESA BREITB		450.00-	
AR	Payment Applied - Hangars - MIKE MATTHIAS		70.00-	
AR	Payment Applied - Hangars - PAUL MARCOTTE		65.00-	
AR	Payment Applied - Hangars - MIKE MATTHIAS		70.00-	
YTD Encumbrance	.00 YTD Actual	1,336.00- Total	1,336.00- YTD Budget	16,000.00- Unearned 14,664.00
<b>001-2800-43120 LAND RENT</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	36,000.00- Unearned 36,000.00
<b>001-2800-44410 GRANTS (FEDERAL)</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00
<b>001-2800-47053 COURTESY CAR DONATIONS</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	100.00- Unearned 100.00
<b>001-2800-47100 ELECTRICAL REIMBURSEMENT</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00
<b>001-2800-47130 JET A/100LL FUEL REIMBURSEMENT</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	4,000.00- Unearned 4,000.00
<b>001-2800-47990 MISC</b>				
CR	extra space - kyle rich		90.00-	

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>001-2800-47990 MISC (continued)</b>				
Description: extra space - kyle rich				
YTD Encumbrance	.00 YTD Actual	90.00- Total	90.00- YTD Budget	.00 Unearned 90.00-
<b>001-2800-60100 SALARY</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended 1,000.00
<b>001-2800-63100 BUILDING</b>				
AP	FAREWAY STORES INC		76.79	
	**Desc: CUPS/PAPER TOWELS/TP/SOAP/CLEANERS			
AP	FAREWAY STORES INC		29.39	
	**Desc: ANT KILLER/AIR FRESHNER/PINESOL			
AP	CULLIGAN WATER CONDITIONING		7.50	
	**Desc: DRINKING WATER BOTTLES			
YTD Encumbrance	.00 YTD Actual	113.68 Total	113.68 YTD Budget	5,000.00 Unexpended 4,886.32
<b>001-2800-63310 VEHICLE</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	100.00 Unexpended 100.00
<b>001-2800-63730 COMMUNICATIONS</b>				
AP	AUREON COMMUNICATIONS		29.35	
	**Desc: AIRPORT PHONE SERVICE			
AP	COMMUNITY DIGITAL WIRELESS LLC		53.95	
	**Desc: AIRPORT INTERNET SERVICE			
YTD Encumbrance	.00 YTD Actual	83.30 Total	83.30 YTD Budget	1,000.00 Unexpended 916.70
<b>001-2800-63810 UTILITIES</b>				
AP	EAGLE POINT ENERGY 5 LLC		323.08	
	**Desc: ELECTRIC SERVICE			
AP	EAGLE POINT ENERGY 5 LLC		322.69	
	**Desc: ELECTRIC SERVICE			
AP	ALLIANT ENERGY		18.41	



Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>001-2800-63810 UTILITIES (continued)</b>				
	**Desc: ELECTRIC SERVICE			
YTD Encumbrance	.00 YTD Actual	664.18 Total	664.18 YTD Budget	4,500.00 Unexpended 3,835.82
<b>001-2800-64915 REFUNDS</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended .00
<b>001-2800-64950 CONTRACTS</b>				
AP	TEGELER AVIATION LLC	3,059.82		
	**Desc: JULY FBO FEE			
YTD Encumbrance	.00 YTD Actual	3,059.82 Total	3,059.82 YTD Budget	38,500.00 Unexpended 35,440.18
<b>001-2800-65041 EQUIPMENT</b>				
AP	ACE HARDWARE	25.94		
	**Desc: LED lights for Airport			
AP	ACE HARDWARE		25.94-	
	**Desc: Returned LED lights			
AP	DICKS PETROLEUM CO	1,108.00		
	**Desc: SERVICE CALL - INSTALL CALIBRATOR & TESTED CALIBRATION			
AP	DICKS PETROLEUM CO	190.63		
	**Desc: DECALS FOR FUEL PUMPS			
YTD Encumbrance	.00 YTD Actual	1,298.63 Total	1,298.63 YTD Budget	8,000.00 Unexpended 6,701.37
<b>001-2800-65060 OFFICE SUPPLIES</b>				
AP	QUADIENT FINANCE USA INC	18.56		
	**Desc: POSTAGE 5/1/2024--6/28/2024			
YTD Encumbrance	.00 YTD Actual	18.56 Total	18.56 YTD Budget	500.00 Unexpended 481.44
Number of transactions: 27 Number of accounts: 16				
		Debit	Credit	Proof
Grand Totals:		5,264.11	1,451.94-	3,812.17

CITY OF OELWEIN  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2024

Item 2.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
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	<u>AIRPORT</u>					
001-2800-43110	HANGAR RENT	1,336.00	1,336.00	16,000.00	14,664.00	8.4
001-2800-43120	LAND RENT	.00	.00	36,000.00	36,000.00	.0
001-2800-47053	COURTESY CAR DONATIONS	.00	.00	100.00	100.00	.0
001-2800-47130	JET A/100LL FUEL REIMBURSEMENT	.00	.00	4,000.00	4,000.00	.0
001-2800-47990	MISC	90.00	90.00	.00	( 90.00)	.0
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	TOTAL AIRPORT	1,426.00	1,426.00	56,100.00	54,674.00	2.5
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	TOTAL FUND REVENUE	1,426.00	1,426.00	56,100.00	54,674.00	2.5
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CITY OF OELWEIN  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 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	113.68	113.68	5,000.00	4,886.32	2.3
001-2800-63310	VEHICLE	.00	.00	100.00	100.00	.0
001-2800-63730	COMMUNICATIONS	83.30	83.30	1,000.00	916.70	8.3
001-2800-63810	UTILITIES	664.18	664.18	4,500.00	3,835.82	14.8
001-2800-64950	CONTRACTS	3,059.82	3,059.82	38,500.00	35,440.18	8.0
001-2800-65041	EQUIPMENT	1,298.63	1,298.63	8,000.00	6,701.37	16.2
001-2800-65060	OFFICE SUPPLIES	18.56	18.56	500.00	481.44	3.7
	TOTAL AIRPORT	5,238.17	5,238.17	58,600.00	53,361.83	8.9
	TOTAL FUND EXPENDITURES	5,238.17	5,238.17	58,600.00	53,361.83	8.9
	NET REVENUE OVER EXPENDITURES	( 3,812.17)	( 3,812.17)	( 2,500.00)	1,312.17	(152.5)