



Agenda

Airport Board

Municipal Airport, 19623 40th Street, Oelwein, Iowa

6:30 PM

January 17, 2024

Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Matt Weber

Board Members: Anthony Ricchio, Ken Woodraska, Tommy Nations, John Bagge, Renee Cantrell, Nathan Schares

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. November Minutes.

EXPENSE REVIEW

- [2.](#) November Expenses.
- [3.](#) December Expenses.

FBO REPORT

OLD BUSINESS

4. Fuel System Update.
5. CIP Tractor Tires.

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

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 - PAUL MARCOTTE		65.00-	
AR	Payment Applied - Hangars - MICHAEL WILHEL		90.00-	
AR	Payment Applied - Hangars - KATHERINE McCA		65.00-	
AR	Payment Applied - Hangars - BILL WALENCEUS		65.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		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 - GREG BRYAN		90.00-	
AR	Payment Applied - Hangars - PAUL MARCOTTE		65.00-	
AR	Payment Applied - Hangars - MICHAEL WILHEL		90.00-	
AR	Payment Applied - Hangars - GREG BRYAN		450.00-	
YTD Encumbrance	.00 YTD Actual	6,467.50- Total	6,467.50- YTD Budget	15,000.00- Unearned 8,532.50

001-2800-43120 LAND RENT

YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	32,000.00- Unearned	32,000.00
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001-2800-44410 GRANTS (FEDERAL)

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

YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	100.00- Unearned	100.00
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001-2800-47100 ELECTRICAL REIMBURSEMENT

YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00
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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
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001-2800-47990 MISC

CR	EXTRA SPACE - KYLE RICH-CROP CARE BY A		90.00-		
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Journal	Payee or Description	Debit Amount	Credit Amount	Balance
001-2800-47990 MISC (continued)				
Description: EXTRA SPACE - KYLE RICH-CROP CARE BY AIR				
YTD Encumbrance	.00	YTD Actual 450.00-	Total 450.00-	YTD Budget .00 Unearned 450.00-
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				
AP	ACE HARDWARE		43.97	
	**Desc: CAB SCREWS/TAPE/FINISH BLADE			
AP	ACE HARDWARE		15.99-	
	**Desc: RETURNED SAW BLADE			
YTD Encumbrance	.00	YTD Actual 3,476.66	Total 3,476.66	YTD Budget 5,000.00 Unexpended 1,523.34
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 429.17	Total 429.17	YTD Budget 1,000.00 Unexpended 570.83
001-2800-63810 UTILITIES				
AP	EAGLE POINT ENERGY 5 LLC		218.08	
	**Desc: ELECTRIC SERVICE			
AP	ALLIANT ENERGY		20.38	

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
001-2800-63810 UTILITIES (continued)				
	**Desc: ELECTRIC SERVICE			
YTD Encumbrance	.00	YTD Actual 1,624.30	Total 1,624.30	YTD Budget 4,500.00 Unexpended 2,875.70
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	
	**Desc: NOVEMBER FBO FEE			
YTD Encumbrance	.00	YTD Actual 15,299.06	Total 15,299.06	YTD Budget 38,500.00 Unexpended 23,200.94
001-2800-65041 EQUIPMENT				
AP	MODERN BUILDING PRODUCTS		99.40	
	**Desc: 2X10' fir boards			
AP	MODERN BUILDING PRODUCTS		662.79	
	**Desc: 2x12, Lag, strike anchor, wood screw			
YTD Encumbrance	.00	YTD Actual 1,531.40	Total 1,531.40	YTD Budget 8,000.00 Unexpended 6,468.60
001-2800-65060 OFFICE SUPPLIES				
AP	QUADIENT FINANCE USA INC		20.10	
	**Desc: POSTAGE 8/30/2023--11/13/2023			
YTD Encumbrance	.00	YTD Actual 400.19	Total 400.19	YTD Budget 500.00 Unexpended 99.81
Number of transactions: 25		Number of accounts: 16		
		Debit	Credit	Proof
Grand Totals:		4,210.56	1,586.99-	2,623.57

CITY OF OELWEIN
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

Item 2.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>AIRPORT</u>					
001-2800-43110	HANGAR RENT	1,481.00	6,467.50	15,000.00	8,532.50	43.1
001-2800-43120	LAND RENT	.00	.00	32,000.00	32,000.00	.0
001-2800-47053	COURTESY CAR DONATIONS	.00	.00	100.00	100.00	.0
001-2800-47130	JET A/100LL FUEL REIMBURSEMENT	.00	1,755.00	4,500.00	2,745.00	39.0
001-2800-47990	MISC	90.00	450.00	.00	(450.00)	.0
	TOTAL AIRPORT	1,571.00	8,672.50	51,600.00	42,927.50	16.8
	TOTAL FUND REVENUE	1,571.00	8,672.50	51,600.00	42,927.50	16.8

CITY OF OELWEIN
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2023

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	27.98	3,476.66	5,000.00	1,523.34	69.5
001-2800-63310	VEHICLE	.00	.00	100.00	100.00	.0
001-2800-63730	COMMUNICATIONS	86.02	429.17	1,000.00	570.83	42.9
001-2800-63810	UTILITIES	238.46	1,624.30	4,500.00	2,875.70	36.1
001-2800-64950	CONTRACTS	3,059.82	15,299.06	38,500.00	23,200.94	39.7
001-2800-65041	EQUIPMENT	762.19	1,531.40	8,000.00	6,468.60	19.1
001-2800-65060	OFFICE SUPPLIES	20.10	400.19	500.00	99.81	80.0
	TOTAL AIRPORT	4,194.57	22,760.78	58,600.00	35,839.22	38.8
	TOTAL FUND EXPENDITURES	4,194.57	22,760.78	58,600.00	35,839.22	38.8
	NET REVENUE OVER EXPENDITURES	(2,623.57)	(14,088.28)	(7,000.00)	7,088.28	(201.3)

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 - KATHERINE McCA		65.00-	
AR	Payment Applied - Hangars - BILL WALENCEUS		65.00-	
AR	Payment Applied - Hangars - TIM RECKER		70.00-	
AR	Payment Applied - Hangars - PAUL MARCOTTE		65.00-	
AR	Payment Applied - Hangars - KEN WOODRASKA		90.00-	
AR	Payment Applied - Hangars - TIM RECKER		140.00-	
AR	Payment Applied - Hangars - KEN WOODRASKA		990.00-	
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-	
YTD Encumbrance	.00 YTD Actual	8,388.50- Total	8,388.50- YTD Budget	15,000.00- Unearned 6,611.50
001-2800-43120 LAND RENT				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	32,000.00- Unearned 32,000.00
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 space rental - kyle rich		90.00-	

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
001-2800-47990 MISC (continued)				
	Description: extra space rental - kyle rich			
YTD Encumbrance	.00 YTD Actual	540.00- Total	540.00- YTD Budget	.00 Unearned 540.00-
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				
AP	FAREWAY STORES INC		72.89	
	**Desc: TRASH BAGS/TP/PAPER TOWELS			
AP	MULGREW OIL CO		504.43	
	**Desc: LP GAS AIRPORT			
YTD Encumbrance	.00 YTD Actual	4,053.98 Total	4,053.98 YTD Budget	5,000.00 Unexpended 946.02
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	515.19 Total	515.19 YTD Budget	1,000.00 Unexpended 484.81
001-2800-63810 UTILITIES				
AP	EAGLE POINT ENERGY 5 LLC		189.61	
	**Desc: ELECTRIC SERVICE			
AP	ALLIANT ENERGY		19.07	

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
001-2800-63810 UTILITIES (continued)				
	**Desc: ELECTRIC SERVICE			
YTD Encumbrance	.00	YTD Actual 1,832.98	Total 1,832.98	YTD Budget 4,500.00 Unexpended 2,667.02
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	
	**Desc: DECEMBER FBO FEE			
YTD Encumbrance	.00	YTD Actual 18,358.88	Total 18,358.88	YTD Budget 38,500.00 Unexpended 20,141.12
001-2800-65041 EQUIPMENT				
AP	ICE MANUFACTURING INC		900.00	
	**Desc: WO1253 32 PCS 3/8" plate			
AP	ACE HARDWARE		71.99	
	**Desc: Anchor Driver			
AP	ACE HARDWARE		29.99	
	**Desc: Gas Connector			
AP	JOHN DEERE FINANCIAL F.S.B.		39.40	
	**Desc: power supply, clamp conn, elbow, nipple, digital thermo			
AP	JOHN DEERE FINANCIAL F.S.B.			21.99-
	**Desc: Digital Thermostat RET			
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				
AP	STOREY KENWORTHY CORP		28.84	
	**Desc: REGULAR ENVELOPES			
AP	STOREY KENWORTHY CORP		31.92	

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
001-2800-65060 OFFICE SUPPLIES (continued)				
**Desc: WINDOW ENVELOPES				
YTD Encumbrance	.00	YTD Actual 460.95	Total 460.95	YTD Budget 500.00
			Unexpended	39.05
Number of transactions: 27	Number of accounts: 16	Debit	Credit	Proof
Grand Totals:		5,033.98	2,032.99-	3,000.99

CITY OF OELWEIN
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

Item 3.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>AIRPORT</u>					
001-2800-43110	HANGAR RENT	1,921.00	8,388.50	15,000.00	6,611.50	55.9
001-2800-43120	LAND RENT	.00	.00	32,000.00	32,000.00	.0
001-2800-47053	COURTESY CAR DONATIONS	.00	.00	100.00	100.00	.0
001-2800-47130	JET A/100LL FUEL REIMBURSEMENT	.00	1,755.00	4,500.00	2,745.00	39.0
001-2800-47990	MISC	90.00	540.00	.00	(540.00)	.0
	TOTAL AIRPORT	2,011.00	10,683.50	51,600.00	40,916.50	20.7
	TOTAL FUND REVENUE	2,011.00	10,683.50	51,600.00	40,916.50	20.7

CITY OF OELWEIN
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

Item 3.

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	577.32	4,053.98	5,000.00	946.02	81.1
001-2800-63310	VEHICLE	.00	.00	100.00	100.00	.0
001-2800-63730	COMMUNICATIONS	86.02	515.19	1,000.00	484.81	51.5
001-2800-63810	UTILITIES	208.68	1,832.98	4,500.00	2,667.02	40.7
001-2800-64950	CONTRACTS	3,059.82	18,358.88	38,500.00	20,141.12	47.7
001-2800-65041	EQUIPMENT	1,019.39	2,550.79	8,000.00	5,449.21	31.9
001-2800-65060	OFFICE SUPPLIES	60.76	460.95	500.00	39.05	92.2
	TOTAL AIRPORT	5,011.99	27,772.77	58,600.00	30,827.23	47.4
	TOTAL FUND EXPENDITURES	5,011.99	27,772.77	58,600.00	30,827.23	47.4
	NET REVENUE OVER EXPENDITURES	(3,000.99)	(17,089.27)	(7,000.00)	10,089.27	(244.1)