

**CITY OF STORM LAKE
AIRPORT COMMISSION MEETING
STORM LAKE MUNICIPAL AIRPORT
AIRPORT MEETING ROOM
JULY 13, 2026
4:00 PM**



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

AGENDA

Access to the official meeting can also be done through the following ways:

BY TELEPHONE

Dial: 1-312-626-6799 or toll-free 1-888-475-4499

Zoom Meeting ID: 861 3659 4632

BY COMPUTER:

<https://us06web.zoom.us/j/86136594632>

A. Call The Meeting To Order

B. New Business

1. June 2026 Airport Minutes
2. June 2026 Financial Report
3. June 2026 Fuel Report
4. Airport Manager's Monthly Report
5. Administration Report

C. Adjourn

Meeting Protocol

If you wish to speak today, please:

1. To speak on an agenda item, please approach the podium when that agenda item is called, and upon recognition by the Chair, identify yourself by stating your name and address.
2. If your issue is not a topic on the agenda, please approach the podium under the "Hear the Public" agenda item, and upon recognition by the Chair, identify yourself by stating your name and address.
3. Please keep your remarks to three (3) minutes or less.
4. If you require accommodation for this meeting, including but not limited to translation services, hearing assistance, or accessibility, please contact the City Clerk at least four (4) hours prior to the start of the meeting.

Staff Summary

7/13/2026

Agenda Item # B.1.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
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REPORT TO: Commissioners
FROM: Mayra Martinez, City Clerk
SUBJECT: **June 2026 Airport Minutes**

BACKGROUND:

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

1. 06/08/2026 Airport Minutes

**Storm Lake Airport Commission
Regular Meeting, Airport Terminal
Monday, June 8, 2026, 4:00 P.M.**

Present: Chairperson Robert Ansoerge, Commissioners Commissioner Nathaniel Kitzrow, Cynthia Turner, Jason Dierking and Gary Worthan. Absent: None.

Staff Present: Tyler Gibbins, Finance Director..

Public Attendance: John Bartholomew and Garrett Jacobs (Bolton & Menk, via Zoom)

Chairman Bob Ansoerge called the meeting to order at 4:00 pm.

New Business

Airport Minutes - Moved by Commissioner Worthan to approve the May 2026 Airport Minutes. Seconded by Commissioner Kitzrow. Vote: All ayes. Motion carried.

Financial Report - Moved by Commissioner Kitzrow to approve the May 2026 Financial Report. Seconded by Commissioner Turner. Vote: All ayes. Motion carried.

Fuel Report - Moved by Commissioner Worthan to approve the May 2026 Fuel Report. Seconded by Commissioner Kitzrow. Vote: All ayes. Motion carried.

Commissioner Dierking arrived at 4:04 PM.

Airport Manager's Monthly Report – Checked runways for badger holes. Purchased a new battery for the tractor and 2-1/2 gallons of chemical weed spray from Bomgaars. On 5/11/26 gave four rides to the soil conservation poster winners. Sprayed weeds around the hangars. Installed a new battery in the 855 tractor. Checked with Lowe's Carpet for a quote on replacing carpet. The fuel pump quit working - it failed dialing the network on 5/26/26 but it started working again later in the day. Purchased more weed spray at Bomgaars and sprayed weeds in the cracks of the ramp south of the terminal. The transit pump did not work on 5/29/26 and started working again on 5/31/26.

Courtesy car usage: 6 times 106 miles:

Fuel meter readings:

Jet-A 785,330	3,590	gallons
Av Gas 181,371.3	3.409	gallons

FY2027 Airport Manager's Contract - Moved by Commissioner Worthan to approve the Airport Manager's contract increase of 3% for FY2027. Seconded by Commissioner Turner. Vote: All ayes. Motion carried.

Administration Report

**Storm Lake Airport Commission
Regular Meeting, Airport Terminal
Monday, June 8, 2026, 4:00 P.M.**

Hangar Inspections will be held at 4:30 pm following the July 13th Airport Commission meeting. Hangar C still has a vehicle and other items inside the hangar. There is no additional information to update on the Apron Expansion project per Garrett Jacobs. Planned notice is to proceed on 6/7/2027 and expect six to eight weeks (weather dependent) for the project work.

Adjourn - Moved by Commissioner Kitzrow to adjourn at 4:25 pm. Seconded by Commissioner Dierking. Vote: All ayes. Motion approved.

Mayra A. Martinez
City Clerk

Staff Summary

7/13/2026

Agenda Item # B.2.



City of Storm Lake
PO Box 1086
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REPORT TO: Commissioners

FROM: Lee Dutfield, Development Services Specialist

SUBJECT: June 2026 Financial Report

BACKGROUND: Please see the following attachments:

- Revenues vs Expenses
- Airport P&L
- Project Update Report
- Hangar Rental Report

The first set of reports are the detail report for revenues and expenses. Under "Total Activity" you will find the total revenues for June were \$13,779.83 and the Expenses were \$7,392.27.

We have generated \$44,732.99 more in expenses than revenues for the current fiscal year.

The next report is the airport's P&L, which includes all the non-operating revenue and expenses related to the airport.

The next report gives the overview of the airport projects. This also allows staff to give real-time updates of where a project stands financially vs the budget and/or contracts.

The final report shows the current status of the hangar rental at the Airport. There are 4 hangar spaces available in Hangar A, 2 in Hangar B, Hangar C, and 1 in Hangar D.

FISCAL IMPACT: Total expenses for the month were \$7,392.27 and total revenues were \$13,779.83.

RECOMMENDATION: Review and Approve the Financial Report

ATTACHMENTS:

1. Revenue vs Expense Report
2. June 2026 P&L
3. Project Report
4. Hangar Report



Storm Lake, IA

Detail vs Budget Report

Account Detail

Date Range: 06/01/2026 - 06/30/2026

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - General Fund								
Revenue								
001-2080-02-4310	Airport Hangar Rent	0.00	-53,600.00	-36,796.00	-5,145.00	-41,941.00	-11,659.00	-21.75 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
06/01/2026	CLPKT07183	04.01.06.2026		CLPKT07183			-2,200.00	
06/02/2026	CLPKT07186	04.02.06.2026		CLPKT07186			-960.00	
06/04/2026	CLPKT07194	04.04.06.2026		CLPKT07194			-480.00	
06/11/2026	CLPKT07219	04.11.06.2026		CLPKT07219			-530.00	
06/22/2026	ARPKT01129	Bank Draft Packet: ARPK...		Bank Drafts for Invoice Packet ARPKT0112...			-975.00	
001-2080-02-4710	Airport Utilities	0.00	-3,000.00	-1,155.00	-105.00	-1,260.00	-1,740.00	-58.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
06/02/2026	CLPKT07186	04.02.06.2026		CLPKT07186			-105.00	
001-2080-02-4750	Airport Gasoline	0.00	-320,000.00	-89,473.49	-8,529.83	-98,003.32	-221,996.68	-69.37 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
06/01/2026	CLPKT07183	04.01.06.2026		CLPKT07183			-515.63	
06/03/2026	CLPKT07190	04.03.06.2026		CLPKT07190			-26.74	
06/08/2026	CLPKT07228	04.08.06.2026		CLPKT07228			-104.19	
06/09/2026	CLPKT07214	04.09.06.2026		CLPKT07214			-1,127.40	
06/10/2026	CLPKT07215	04.10.06.2026		CLPKT07215			-506.63	
06/11/2026	CLPKT07219	04.11.06.2026		CLPKT07219			-285.43	
06/15/2026	CLPKT07237	03.15.06.2026		CLPKT07237			-1,718.35	
06/16/2026	CLPKT07242	03.16.06.2026		CLPKT07242			-26.69	
06/17/2026	CLPKT07246	03.17.06.2026		CLPKT07246			-1,091.94	
06/22/2026	CLPKT07259	04.22.06.2026		CLPKT07259			-1,206.33	
06/23/2026	CLPKT07263	04.23.06.2026		CLPKT07263			-381.41	
06/24/2026	CLPKT07267	04.24.06.2026		CLPKT07267			-350.62	
06/25/2026	CLPKT07271	04.25.06.2026		CLPKT07271			-126.60	
06/29/2026	GLPKT11489	JN03507		Drawer 3.6.29.2026 Posting Date Correcti...			-1,061.87	
Revenue Totals:		0.00	-376,600.00	-127,424.49	-13,779.83	-141,204.32	-235,395.68	-62.51 %
Expense								
001-2080-02-6310	Repairs/Maintenance Bldg	0.00	11,500.00	7,349.50	0.00	7,349.50	4,150.50	36.09 %

Detail vs Budget Report

Account		Name		Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Date Range: 06/01/2026 - 06/30/2026		
								Ending Balance	Budget Remaining	% Remaining
001-2080-02-6332		Vehicle Repair		0.00	1,000.00	62.92	0.00	62.92	937.08	93.71 %
001-2080-02-6371		Electric Service		0.00	8,599.61	5,996.51	559.38	6,555.89	2,043.72	23.77 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor			Project Account	Amount	
06/01/2026	APPKT01112	April/May 2026	7618	Electric Services	001074 - MidAmerican Energy Company				559.38	
001-2080-02-6373		Telecommunications		0.00	1,200.00	100.53	100.53	201.06	998.94	83.25 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor			Project Account	Amount	
06/15/2026	APPKT01115	June 2026 Airport	7680	Phone Service	001070 - Qwest Corporation				100.53	
001-2080-02-6408		Insurance		0.00	13,245.00	11,449.00	0.00	11,449.00	1,796.00	13.56 %
001-2080-02-6494		Operator Contract		0.00	75,475.39	69,185.78	6,289.61	75,475.39	0.00	0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor			Project Account	Amount	
06/15/2026	APPKT01115	June 2026 Airport Contr...	7661	June 2026 Airport Contract	001069 - Jim Bartholomew				6,289.61	
001-2080-02-6499		Contractual Services		0.00	17,500.00	18,457.65	149.30	18,606.95	-1,106.95	-6.33 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor			Project Account	Amount	
06/01/2026	APPKT01112	124046	84114	Pest Control Services	001078 - ABC Pest Control, Inc				95.55	
06/01/2026	APPKT01112	May 2026	7629	Garbage Services	002126 - SGS, LLC				53.75	
001-2080-02-6503		Merchandise for resale		0.00	270,000.00	60,410.45	0.00	60,410.45	209,589.55	77.63 %
001-2080-02-6599		Supplies		0.00	10,000.00	5,532.70	293.45	5,826.15	4,173.85	41.74 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor			Project Account	Amount	
06/01/2026	APPKT01112	April/May 2026	84116	Battery, Weed Killer	001151 - Bomgaars Supply, Inc				293.45	
Expense Totals:				0.00	408,520.00	178,545.04	7,392.27	185,937.31	222,582.69	-54.49 %
001 - General Fund Totals:				0.00	31,920.00	51,120.55	-6,387.56	44,732.99	-12,812.99	40.14 %
Report Total:				0.00	31,920.00	51,120.55	-6,387.56	44,732.99	-12,812.99	40.14 %

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - General Fund	0.00	31,920.00	51,120.55	-6,387.56	44,732.99	-12,812.99	
Report Total:	0.00	31,920.00	51,120.55	-6,387.56	44,732.99	-12,812.99	

City of Storm Lake

Airport Profit/Loss Statement

June 2026

	Budget	Activity	Remaining
Revenue from Operations:			
Hangar Rent	\$ 53,600.00	\$ 41,941.00	\$ 11,659.00
Utility Rent	\$ 3,000.00	\$ 1,260.00	\$ 1,740.00
Fuel Sales	\$ 320,000.00	\$ 98,003.32	\$ 221,996.68
Misc Airport Rev	\$ -	\$ -	\$ -
	\$ 376,600.00	\$ 141,204.32	\$ 235,395.68
Revenue from Non-Operations:			
Ag Land Rent	\$ 61,000.00	\$ 48,346.20	\$ 12,653.80
Tsfr for Capital		\$ 16,120.00	\$ (16,120.00)
	\$ 61,000.00	\$ 64,466.20	\$ (3,466.20)
Expenses from Operations:			
Building Maint/Repairs	\$ 11,500.00	\$ 7,349.50	\$ 4,150.50
Vehicle Repairs	\$ 1,000.00	\$ 62.92	\$ 937.08
Electric Service	\$ 8,599.61	\$ 6,555.89	\$ 2,043.72
Telecommunications	\$ 1,200.00	\$ 201.06	\$ 998.94
Operator Contract	\$ 75,475.39	\$ 75,475.39	\$ -
Services	\$ 17,500.00	\$ 18,606.95	\$ (1,106.95)
Supplies	\$ 10,000.00	\$ 5,826.15	\$ 4,173.85
	\$ 125,275.00	\$ 114,077.86	\$ 11,197.14
Expenses Non-Operating:			
COGS	\$ 270,000.00	\$ 60,410.45	\$ 209,589.55
Capital Improvements	\$ -	\$ 16,120.00	\$ (16,120.00)
Insurance	\$ 13,245.00	\$ 11,449.00	\$ 1,796.00
Grounds Maint (Rec)**		\$ 18,393.75	\$ (18,393.75)
	\$ 283,245.00	\$ 106,373.20	\$ 176,871.80
Net Profit/(Loss)	\$ 29,080.00	\$ (14,780.54)	

	** Snow Removal	Lawn Care
Labor	\$ 2,231.25	\$ 9,105.00
Equipment	\$ 4,781.25	\$ 2,276.25



Storm Lake, IA

Project Activity vs Budget Report

By Project Number

Date Range: 06/01/2026 - 06/30/2026

Project Number	Project Name	Group		Type	Status		
24X.136745	Apron Expansion Improvements	Airport Projects		Construction	Active		
Revenues				Date Range	Beginning		Budget
Account Key	Account Name	Total Budget	Budget	Balance	Total Activity	Ending	Remaining
30100026-04	Apron Expansion- FAA Funds	-271,604.00	-271,604.00	0.00	0.00	0.00	-271,604.00
Total Revenues:		-271,604.00	-271,604.00	0.00	0.00	0.00	-271,604.00
				Date Range	Beginning		Budget
Account Key	Account Name	Total Budget	Budget	Balance	Total Activity	Ending	Remaining
30100026-05	Apron Expansion- Local Match	-14,296.00	-14,296.00	-157,000.00	0.00	-157,000.00	142,704.00
Total Revenues:		-14,296.00	-14,296.00	-157,000.00	0.00	-157,000.00	142,704.00
				Date Range	Beginning		Budget
Expenses	Account Name	Total Budget	Budget	Balance	Total Activity	Ending	Remaining
Account Key	Account Name	Total Budget	Budget	Balance	Total Activity	Ending	Remaining
30100026-02	Apron Expansion- Eng	265,000.00	265,000.00	102,500.00	7,500.00	110,000.00	155,000.00
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity	
301-6900-08-6799	Undesignated Capital	06/15/2026	Engineeting Services	Bolton & Menk, Inc	0396942	7,500.00	
Total Expenses:		265,000.00	265,000.00	102,500.00	7,500.00	110,000.00	155,000.00
				Date Range	Beginning		Budget
Account Key	Account Name	Total Budget	Budget	Balance	Total Activity	Ending	Remaining
30100026-12	Apron Expansion- Env Study	20,900.00	20,900.00	20,900.00	0.00	20,900.00	0.00
Total Expenses:		20,900.00	20,900.00	20,900.00	0.00	20,900.00	0.00
24X.136745 Total:		0.00	0.00	-33,600.00	7,500.00	-26,100.00	26,100.00

Summary

Project Summary						
Project Number	Project Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Budget Remaining
24X.136745	Apron Expansion Improvements	0.00	0.00	-33,600.00	7,500.00	26,100.00
	Report Total:	0.00	0.00	-33,600.00	7,500.00	26,100.00
Group Summary						
Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Airport Projects	0.00	0.00	-33,600.00	7,500.00	-26,100.00	26,100.00
Report Total:	0.00	0.00	-33,600.00	7,500.00	-26,100.00	26,100.00
Type Summary						
Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Construction	0.00	0.00	-33,600.00	7,500.00	-26,100.00	26,100.00
Report Total:	0.00	0.00	-33,600.00	7,500.00	-26,100.00	26,100.00

FY 2025-2026 Hangar Rent

Hangar	Price/Month	# of spots available	# Rented
A	65.00	4	0
B	65.00	4	2
C	400.00	1	0
D	80.00	6	5
E	95.00	6	6
F	135.00	5	5
F	150.00	1	1
		27	19 TOTAL

Staff Summary

7/13/2026

Agenda Item # B.3.



City of Storm Lake
PO Box 1086
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REPORT TO: Commissioners

FROM: Lee Dutfield, Development Services Specialist

SUBJECT: June 2026 Fuel Report

BACKGROUND: Please find the following attachments for your review:

- Sales Report
- Fuel Readings Report
- Running Total for Fuel
- Credit Card Reconciliation

On the sales report please note the following key pieces of information:

- Total sales for the month were \$8,172.38
- AV Gas = \$6,280.28 or 71.82% of the total sales (1,214.750 gallons)
- Jet Fuel = \$1,892.10 or 28.18% of the total sales (476.600 Gallons)
- Hangar Renters accounted for \$79.23 of the total sales or 0.97%
- The Fixed Based Operator (FBO) accounted for \$746.78 of fuel sales or 9.14%
- Outside non-based aircraft accounted for \$7,346.37 of the total sales or 89.89%
- Test card is \$0.00 which is 0.00% of the total sales

At the bottom of the report you can see the price we are selling each product.

On the Fuel Readings Report note the AV Gas on the Mechanical reading is showing we should have sold 65.650 gallons more.

On the Fuel Readings Report note the Jet A Fuel on the Mechanical reading for the month is showing we sold 0.400 gallons more.

The next report is a month-to-month running total to track the amount of fuel pumped. You can see in the Running Total for Fuel report the overall difference of both AV Gas & Jet A Fuel.

Finally, the last report is a reconciliation of the credit card receipts and expenses related to the fuel sales at the Airport. The bank deposits plus the service charges equal the amount purchased at the terminal. In order to balance with the terminal system, we must only take what was purchased in the month according to the transaction date. There is a lag of a few days after the sale so we must add the outstanding transactions that come in the following month.

To reconcile our books for the month from the financial report to the bank we must take the amount received in our books (\$8,529.83) and subtract the May transactions that will hit June (\$515.63) then add the service charges and testing transactions to balance (\$8,172.38).

You can see the service charges are \$158.18 for the month and the amount used for monthly testing was \$0.00.

FISCAL IMPACT: Total Fuel Sales for the month of June were \$8,172.38.

RECOMMENDATION: Review and Approve the Fuel Report.

ATTACHMENTS:

1. Sales Report
2. Fuel Physical Readings
3. Running Total for Fuel
4. Reconciliation

City of Storm Lake

Airport Fuel Report

	\$ Amount		
	Sales Breakout	AV Gas	Jet Fuel
Test Card	\$ -		
Hangar Renters	\$ 79.23	\$ 79.23	
Of which is VT	\$ -		
Bart's Flying Service	\$ 746.78	\$ 746.78	
Credit Cards	\$ 7,346.37	\$ 5,454.27	\$ 1,892.10
Other Purchases	\$ -		
	\$ 8,172.38	\$ 6,280.28	\$ 1,892.10
Total FM Sales=	<u>\$ 8,172.38</u>		

	Gallons		
	Sales Breakout	AV Gas	Jet Fuel
Test Card	-		
Hangar Renters	15.120	15.120	
Of which is VT	-		
Bart's Flying Service	178.230	178.230	
Credit Cards	1,498.000	1,021.400	476.600
Other Purchases	-		
	1,691.350	1,214.750	476.600
Total FM Sales=	<u>1,691.350</u>		

Price of Fuel:		
Beginning	5.34	3.97
End	5.34	3.97

City of Storm Lake Airport Fuel Report

	<u>AV Gas</u>	<u>Veter Root System</u>	<u>Jet Fuel</u>
Beginning Fuel Reading	3,409.000		3,590.000
Before Fueling			
After Fueling			
Before Fueling			
After Fueling			
Fuel Added for Month	-		-
Ending Fuel Reading	2,227.000		3,110.000
Total=	1,182.000		480.000

	<u>Stick Reading</u>		
Beginning Fuel Reading	3,393.000	29 7/8	3,598.000 35 1/2
Before Fueling			
After Fueling			
Before Fueling			-
After Fueling			
Fuel Added for Month	-		-
Ending Fuel Reading	2,218.000	22	3,124.00 32
Total=	1,175.000		474.000

	<u>Mechanical Reading</u>	
Beginning Fuel Reading	181,371.300	785,330.000
Before Fueling		
After Fueling		
Fuel Added for Month		
Ending Fuel Reading	182,520.400	785,807.000
Total=	1,149.100	477.000

1/31 Sales after ME Reading

Actual	1,214.75	476.60
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City of Storm Lake

Airport Fuel Report

Running Month to Month Difference in Fuel Redings
Calendar Year 2026

AV Gas									
Start Read=						179,406.000			
VeterRoot System				Stick Reading		Mechanical Reading			
		Overall	This Mo.		Overall	This Mo.	Overall	This Mo.	
January	Long	0.650	0.650	Short	-2.35	-2.35	Short	-0.450	-0.450
February	Long	3.850	3.200	Long	-0.15	2.2	Short	-0.750	-0.300
March	Long	6.240	2.390	Long	9.24	9.39	Short	-1.560	-0.810
April	Long	10.570	4.330	Short	2.57	-6.67	Short	-2.630	-1.070
May	Long	21.660	11.090	Short	-6.34	-8.91	Long	54.360	56.990
June	Short	-11.090	-32.750	Short	-46.09	-39.75	Short	-11.290	-65.650
July									
August									
September									
October									
November									
December									
Total Difference=		-11.090		-46.09		-11.290			

Jet A									
Start Read=						781,112.000			
VeterRoot System				Stick Reading		Mechanical Reading			
		Overall	This Mo.		Overall	This Mo.	Overall	This Mo.	
January	Long	7.900	7.900	Long	19.900	19.9	Short	-0.100	-0.100
February	Short	2.200	-5.700	Short	18.200	-1.7	Long	0.200	0.300
March	Long	12.700	10.500	Long	28.700	10.5	Short	-0.300	-0.500
April	Short	12.500	-0.200	Short	16.500	-12.2	Short	-0.500	-0.200
May	Long	25.900	13.400	Short	-8.1	-24.6	Long	0.900	1.400
June	Long	29.300	3.400	Short	-10.7	-2.6	Long	1.300	0.400
July									
August									
September									
October									
November									
December									
Total Difference=		29.300		-10.7		1.300			

Note: The Long/Short Amount is the difference from our readings to what the Fuel Master System reads.

City of Storm Lake Airport Fuel Report

[illegible]

Totals=	\$ 8,172.38	\$ 8,172.38	Total Sales		City Billings
	\$ 158.18	Service Charges		\$ -	(Test Card)

Staff Summary

7/13/2026

Agenda Item # B.4.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
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f (712) 732-4114

REPORT TO: Commissioners

FROM: Tyler Gibbins, Finance Director

SUBJECT: Airport Manager's Monthly Report

BACKGROUND: The Manager's agreement with the Storm Lake Airport Commission calls for the manager to present a monthly report to the Commission on various items for the past month. The topics that are to be included in the report are as follows:

- Pilot Activity - Report shall include a list of the tail numbers of all aircraft located on the grounds within an hour of opening and closing (excluding based aircraft)
- Airport Maintenance - Report shall identify any maintenance issues arising or discovered during the reporting period
- Student Pilots - Report on the number of student pilots currently enrolled in lessons and their training status
- Critical Systems - Report on the critical systems at the airport including but not limited to the AWOS system, runway lighting, and other navigational aids.
- Courtesy Car - Report on the number of uses and miles driven
- Marketing Efforts - Report on any efforts made by the Manager to promote the Airport
- Overnight Rentals - Identify the number of overnight rentals that took place
- NOTAMS - Report on the number and reason for any NOTAMS issued during the reporting period
- Weekly Grounds Inspection - Provide copies of the weekly ground inspection sheets showing any issues or concerns

FISCAL IMPACT: No fiscal impact to the filing of the report. The report may identify

items and issues that will require expenditures to resolve.

RECOMMENDATION: Review the Attached Report Prepared By the Manager, Bart's Flying Service.

ATTACHMENTS:

1. [Manager's Report](#)

Bart's Flying Service
Mangers Report
June, 2026

6/04 Called Weise Plumbing to fix water hydrant east of shop, and restore water supply.

6/09 UST annual testing underground fuel system inspection checked OK.

6/10 Titan fuel was here and changed all the fuel filters, and checked the system and issued a report.

6/16 DOT was here and did the AWOS inspection.

6/25 Fuel pumps failed to work 3 times in a row and then worked twice.

6/26 Fuel pumps quit working, issued NOTAM fuel system out of service.

Called Century Link, and they are sending a some one to work on it.

6/30 DOT was here to calibrate the AWOS.

Courtesy car usage 10 miles 122

Fuel meter readings

Jet-A 785807 / 3110 gallons

Avgas 182520.4 / 2227 gallons

Staff Summary

7/13/2026

Agenda Item # B.5.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
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REPORT TO: Commissioners

FROM: Tyler Gibbins, Finance Director

SUBJECT: Administration Report

BACKGROUND: Here is the monthly report from City Administration. The majority, if not all, of the items here are for your information and require no action on behalf of the commission.

Fuel Master Phone Line

On June 22nd, John reported intermittent service to the Fuel Master when processing transactions. When a field verification was conducted, the Fuel Master appeared to be fully functional. This was verified by the transaction report, specifically from the 18th to 22nd when reported. Additional complaints were received on June 25th when Century was contacted and scheduled for maintenance on June 29th. In the interim, the Fuel Master again successfully processed transactions. Upon arrival, Century Link stated the communication coming into the Airport was severely degraded and attempted to connect via another line.

During the visit, Century Link recommended implementing a VOIP or network type of telecommunication service. This was previously researched by City Staff and is not a solution with the current facility. See the comments from Fuel Master below:

"With the Legacy unit that {the Storm Lake Airport} currently have the only option for credit card auth with the aviation networks is the POTS line. The older hardware can't handle newer technology... Then PCI compliance and EMV requirements were introduced and the work arounds are no longer acceptable. There was no point in further developing the older tech so instead efforts were put into FMLive to meet today's technology needs."

The transition to an FMLive Fuel Master was discussed, and will be considered if the State Grant is awarded for the fuel system.

FISCAL IMPACT: N/A

RECOMMENDATION: Review the Report and Ask Questions, If Any.

ATTACHMENTS:

None