

**CITY OF STORM LAKE
AIRPORT COMMISSION MEETING
CITY HALL - COUNCIL CHAMBERS
NOVEMBER 11, 2024
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. Hear The Public

C. New Business

1. October 2024 Airport Minutes
2. October 2024 Financial Report
3. October 2024 Fuel Report
4. Airport Manager's Monthly Report
5. Administration Report
6. Airport Capital Improvement Plan Draft

D. 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.

*If you have concerns about any of the items on the consent agenda, they may be separated from the consent agenda and voted on individually.

**Ordinances may be read at three consecutive meetings or readings may be waived and ordinances may be passed at only one or two meetings.

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Find us on the Web at <http://www.stormlake.org>.

Staff Summary

11/11/2024

Agenda Item # C.1.



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

FROM: Mayra Martinez, City Clerk

SUBJECT: October 2024 Airport Minutes

SUGGESTED ACTION:

BACKGROUND: None

COMPREHENSIVE PLAN RELATIONSHIP:

FISCAL IMPACT:

ATTACHMENTS:

1. 10/14/2024 Airport Minutes

**Storm Lake Airport Commission
Regular Meeting, Airport Terminal
Tuesday, October 14, 2024, 4:00 PM**

Present: Commission Members Bob Ansorge, Cynthia Turner, Jason Dierking, Gary Worthan and Nathaniel Kitzrow.

Staff Present: Tyler Gibbins.

Public Attendance: Jim Bartholomew, John Bartholomew, Garrett Jacobs- Bolton & Menk (via telephone), and Joe Roenfeldt - Bolton & Menk (via telephone).

Chairman Bob Ansorge called the meeting to order at 4:04 pm.

Hear the Public – No Comments.

New Business

Minutes - Moved by Commissioner Dierking to approve the September 9, 2024, minutes. Seconded by Commissioner Turner. Vote: All ayes. Motion carried.

Financial Report - Moved by Commissioner Dierking to approve the September 2024 Financial Report. Seconded by Commissioner Turner. Vote: All ayes. Motion carried.

Fuel Report - Moved by Commissioner Turner to approve the September 2024 Fuel Report. Seconded by Commissioner Dierking. Vote: All ayes. Motion carried.

Airport Manager's Monthly Report

We found new badger holes on runway 6/24 and then contacted the USDA. We have continued to check runway 6/24 for new badger holes. Ordered and received 7,503 gallons of jet fuel. We had two reports of problems with the fuel card reader not accepting credit cards. We ran our test card and the machine functioned properly, we contacted the City and let them know about this problem.

Courtesy Car Usage: 15 Miles: 185

Fuel Meter Reading: Jet A – 743,500 (probe #2 is out stick reads 61-1/2 inches 7,167 gallons)

AV Gas – 171,949.4

Administration Report October 2024

Runway 17/35 Lighting Project Update -

Garrett Jacobs reported Runway 17/35 Lighting is completed excluding the punch list item which includes seeding. Retainage will be withheld until grass is established.

Airport Underground Fuel Storage Tank Insurance -

Due to the tanks being 30+ years old, they require a copy of the Automatic Tank Gauge Receipt from the Veeder Root system to show a "pass" status and will require this moving forward. Also due to the

age, we can continue to expect the premium to increase, the deductibles to increase, and potentially some coverage reductions.

With the probe for Jet Fuel not reporting, the airport is in jeopardy of losing coverage without the "pass" test status on the Jet Fuel. Staff continues to work with Seneca Companies to get this functionality to continue coverage and provide the IDNR per our license requirement.

City Staff advised the commission that jet fuel sales have been suspended due to non -pass test and ability to provide insurance to the IDNR. Tentative work is scheduled for 10/16/2024 with Seneca Companies and electrician. NOTAM has been issued.

Commissioner Dierking brought forth further information from VT (note, VT staff were unable to attend as they were out of the state):

- VT has inquired about the Location B (East Location)- can the apron be smaller and run a taxiway in a loop around a newly proposed hangar?
- Location B (East Side of ramp) leach field is a concern to remove - the Commission abandoned a leach pipe, should not be VT responsibility to replace.
- Option A-- existing conduit concerns about relocation without a topography or survey solution. Option C= No longer an option.
What would the lease look like between the Airport Commission, City of Storm Lake, and VT Industries? At this time, there is no working draft of an agreement without consensus on a
- location.

Airport Capital Improvement -

This item was discussed. Without knowledge of the repair costs associated with the existing fuel tanks probe, Commission directed staff and Bolton & Menk to proceed with the existing ACIP with the Apron Expansion project in 2025 & 2026 with fuel tank replacement in 2028 funded by DOT funds. If insurance is still an issue following temporary repairs to the probe, the Commission will plan a joint work session with the City Council to request moving the fuel tank replacement to 2026, still DOT funded, and increase the required local match. Deadline is May 2025 for DOT application for potential approval in July to October 2025 with potential project construction early 2026.

Adjourn - Moved by Commissioner Dierking to adjourn at 5:34 pm. Seconded by Commissioner Turner. Vote: All ayes. Motion carried.

Mayra A. Martinez, City Clerk

Staff Summary

11/11/2024

Agenda Item # C.2.



City of Storm Lake
PO Box 1086
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REPORT TO: Commissioners

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: **October 2024 Financial Report**

SUGGESTED ACTION: 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 October were \$30,694.56 and the Expenses were \$30,728.45, of which \$18,790.35 were COGS.

We have generated \$3,261.80 more in revenues than expenses for the current fiscal year for operating.

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 8 hangar spaces available, four of which are located in Hangar A, two in Hangar B, and two in Hangar D.

BACKGROUND: Total expenses for the month of were \$30,728.45 and total revenue were \$30,694.56.

**COMPREHENSIVE
PLAN RELATIONSHIP:** Review and Approve the Financial Report

FISCAL IMPACT:

ATTACHMENTS:

1. Revenue vs Expense
2. October 2024 P&L
3. Project Report
4. Hangar Report



Storm Lake, IA

Detail vs Budget Report

Account Detail

Date Range: 10/01/2024 - 10/31/2024

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		-38,000.00	-7,364.00	-2,535.00	-9,899.00	-28,101.00	-73.95 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account		Amount		
10/01/2024	CLPKT05243	04.30.09.2024		CLPKT05243					-915.00		
10/02/2024	CLPKT05244	04.01.10.2024		CLPKT05244					-825.00		
10/21/2024	ARPKT00944	Bank Draft Packet: ARPK...		Bank Drafts for Invoice Packet ARPKT0094...					-660.00		
10/31/2024	CLPKT05321	04.30.10.2024		CLPKT05321					-135.00		
001-2080-02-4710		Airport Utilities		0.00		-3,000.00	-315.00	-105.00	-420.00	-2,580.00	-86.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account		Amount		
10/02/2024	CLPKT05244	04.01.10.2024		CLPKT05244					-105.00		
001-2080-02-4750		Airport Gasoline		0.00		-300,000.00	-105,713.41	-28,054.56	-133,767.97	-166,232.03	-55.41 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account		Amount		
10/01/2024	CLPKT05243	04.30.09.2024		CLPKT05243					-3,670.56		
10/02/2024	CLPKT05244	04.01.10.2024		CLPKT05244					-203.51		
10/04/2024	CLPKT05254	04.03.10.2024		CLPKT05254					-2,969.46		
10/08/2024	CLPKT05261	04.07.10.2024		CLPKT05261					-6,498.33		
10/09/2024	CLPKT05264	04.08.10.2024		CLPKT05264					-555.81		
10/10/2024	CLPKT05267	04.09.10.2024		CLPKT05267					-150.25		
10/11/2024	CLPKT05274	04.10.10.2024		CLPKT05274					-95.09		
10/16/2024	CLPKT05285	03.15.10.2024		CLPKT05285					-4,748.44		
10/18/2024	CLPKT05294	04.17.10.2024		CLPKT05294					-5.67		
10/23/2024	CLPKT05303	04.22.10.2024		CLPKT05303					-2,620.19		
10/24/2024	CLPKT05306	04.23.10.2024		CLPKT05306					-225.88		
10/30/2024	CLPKT05319	04.29.10.2024		CLPKT05319					-6,229.11		
10/31/2024	CLPKT05321	04.30.10.2024		CLPKT05321					-82.26		
Revenue Totals:				0.00	-341,000.00	-113,392.41	-30,694.56	-144,086.97	-196,913.03	-57.75 %	
Expense											
001-2080-02-6310		Repairs/Maintenance Bldg		0.00		11,500.00	0.00	4,188.63	4,188.63	7,311.37	63.58 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account		Amount		
10/07/2024	APPKT00925	S-INV037442	5752	Jet Probe Services	001086 - Seneca Companies, Inc				4,188.63		

Detail vs Budget Report

Account		Name		Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-2080-02-6332		Vehicle Repair		0.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00 %
001-2080-02-6371		Electric Service		0.00	8,600.00	1,662.34	971.14	2,633.48	5,966.52	69.38 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount		
10/07/2024	APPKT00925	Aug/Sept 2024	5740	Electric Services	001074 - MidAmerican Energy Company			494.99		
10/21/2024	APPKT00930	Sept/Oct 2024	5789	Electric Services	001074 - MidAmerican Energy Company			476.15		
001-2080-02-6373		Telecommunications		0.00	1,647.06	250.59	90.65	341.24	1,305.82	79.28 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount		
10/21/2024	APPKT00930	October 2024 Airport	82064	Phone Service	001070 - Qwest Corporation			90.65		
001-2080-02-6494		Operator Contract		0.00	75,843.57	18,408.63	6,136.21	24,544.84	51,298.73	67.64 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount		
10/21/2024	APPKT00930	October 2024 Airport Co...	5780	October 2024 Airport Contract	001069 - Jim Bartholomew			6,136.21		
001-2080-02-6499		Contractual Services		0.00	17,500.00	5,238.07	551.47	5,789.54	11,710.46	66.92 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount		
10/07/2024	APPKT00925	101347	81967	Pest Control Services	001078 - ABC Pest Control, Inc			95.55		
10/07/2024	APPKT00925	101350	81967	Quarterly Pest Control	001078 - ABC Pest Control, Inc			199.50		
10/07/2024	APPKT00925	September 2024	5753	Garbage Services	002126 - SGS, LLC			53.75		
10/07/2024	APPKT00925	September 2024	81989	Water Services	001073 - Iowa Lakes Regional Water			79.19		
10/21/2024	APPKT00930	3168943457	82032	Tank Rental	001014 - Amerigas			123.48		
001-2080-02-6503		Merchandise for resale		0.00	280,000.00	82,199.55	18,790.35	100,989.90	179,010.10	63.93 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount		
10/07/2024	APPKT00925	4148051	5716	Jet Fuel	001030 - Eastern Aviation Fuels, Inc			18,790.35		
001-2080-02-6599		Supplies		0.00	4,000.00	2,337.54	0.00	2,337.54	1,662.46	41.56 %
Expense Totals:				0.00	400,090.63	110,096.72	30,728.45	140,825.17	259,265.46	-64.80 %
001 - General Fund Totals:				0.00	59,090.63	-3,295.69	33.89	-3,261.80	62,352.43	-105.52 %
Report Total:				0.00	59,090.63	-3,295.69	33.89	-3,261.80	62,352.43	-105.52 %

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - General Fund	0.00	59,090.63	-3,295.69	33.89	-3,261.80	62,352.43	
Report Total:	0.00	59,090.63	-3,295.69	33.89	-3,261.80	62,352.43	

City of Storm Lake

Airport Profit/Loss Statement

October 2024

	Budget	Activity	Remaining
Revenue from Operations:			
Hangar Rent	\$ 38,000.00	\$ 9,899.00	\$ 28,101.00
Utility Rent	\$ 3,000.00	\$ 420.00	\$ 2,580.00
Fuel Sales	\$ 300,000.00	\$ 133,767.97	\$ 166,232.03
Misc Airport Rev	\$ -		\$ -
	\$ 341,000.00	\$ 144,086.97	\$ 196,913.03
Revenue from Non-Operations:			\$ -
Ag Land Rent	\$ 61,000.00	\$ 17,442.60	\$ 43,557.40
Tsfr for Capital		\$ 1,780.53	\$ (1,780.53)
	\$ 61,000.00	\$ 19,223.13	\$ 41,776.87
Expenses from Operations:			\$ -
Building Maint/Repairs	\$ 11,500.00	\$ 4,188.63	\$ 7,311.37
Vehicle Repairs	\$ 1,000.00		\$ 1,000.00
Electric Service	\$ 8,600.00	\$ 2,633.48	\$ 5,966.52
Telecommunications	\$ 1,647.06	\$ 341.24	\$ 1,305.82
Operator Contract	\$ 73,634.53	\$ 24,544.00	\$ 49,090.53
Services	\$ 17,500.00	\$ 5,789.54	\$ 11,710.46
Supplies	\$ 4,000.00	\$ 2,337.54	\$ 1,662.46
	\$ 117,881.59	\$ 39,834.43	\$ 78,047.16
Expenses Non-Operating:			\$ -
COGS	\$ 280,000.00	\$ 100,989.90	\$ 179,010.10
Capital Improvements		\$ 1,780.53	\$ (1,780.53)
Insurance			\$ -
Grounds Maint (Rec)**		\$ 7,518.75	\$ (7,518.75)
	\$ 280,000.00	\$ 110,289.18	\$ 169,710.82
Net Profit/(Loss)	\$ 4,118.41	\$ 13,186.49	

	** Snow Removal	Lawn Care
Labor	\$ -	\$ 6,015.00
Equipment	\$ -	\$ 1,503.75



Storm Lake, IA

Project Activity vs Budget Report

By Project Number

Date Range: 10/01/2024 - 10/31/2024

Project Number	Project Name	Group	Type	Status			
0T5.128791	Runway 17/35 Lighting Replacement	Airport Projects	Federal/State Grant	Active			
Revenues							
Account Key	Account Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
30100020-04	Runway 17/35 Ligting Replace- State Rev	0.00	0.00	-326,146.92	0.00	-326,146.92	326,146.92
Total Revenues:		0.00	0.00	-326,146.92	0.00	-326,146.92	326,146.92
Account Key	Account Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
30100020-05	Runway 17/35 Ligting Replace- Local Match	0.00	0.00	-41,074.17	0.00	-41,074.17	41,074.17
Total Revenues:		0.00	0.00	-41,074.17	0.00	-41,074.17	41,074.17
Expenses							
Account Key	Account Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
30100020-01	Runway 17/35 Ligting Replace- Const	296,003.25	296,003.25	274,675.54	0.00	274,675.54	21,327.71
Total Expenses:		296,003.25	296,003.25	274,675.54	0.00	274,675.54	21,327.71
Account Key	Account Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
30100020-02	Runway 17/35 Ligting Replace- Eng	99,900.00	99,900.00	72,871.50	16,183.00	89,054.50	10,845.50
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity	
301-6900-08-6799	Undesignated Capital	10/21/2024	Construction Services	Bolton & Menk, Inc	0347104	16,183.00	
Total Expenses:		99,900.00	99,900.00	72,871.50	16,183.00	89,054.50	10,845.50
Account Key	Account Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
30100020-03	Runway 17/35 Ligting Replace- Leg/Admin	0.00	0.00	23.76	0.00	23.76	-23.76
Total Expenses:		0.00	0.00	23.76	0.00	23.76	-23.76
Account Key	Account Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
30100020-11	Runway 17/35 Ligting Replace- Beacon	14,838.43	14,838.43	14,838.43	0.00	14,838.43	0.00
Total Expenses:		14,838.43	14,838.43	14,838.43	0.00	14,838.43	0.00
0T5.128791 Total:		410,741.68	410,741.68	-4,811.86	16,183.00	11,371.14	399,370.54

Summary

Project Summary		Date Range	Beginning			Budget
Project Number	Project Name	Budget	Balance	Total Activity	Ending Balance	Remaining
0T5.128791	Runway 17/35 Lighting Replacement	410,741.68	-4,811.86	16,183.00	11,371.14	399,370.54
	Report Total:	410,741.68	-4,811.86	16,183.00	11,371.14	399,370.54
Group Summary		Date Range	Beginning			Budget
Group	Total Budget	Budget	Balance	Total Activity	Ending Balance	Remaining
Airport Projects	410,741.68	410,741.68	-4,811.86	16,183.00	11,371.14	399,370.54
	Report Total:	410,741.68	-4,811.86	16,183.00	11,371.14	399,370.54
Type Summary		Date Range	Beginning			Budget
Group	Total Budget	Budget	Balance	Total Activity	Ending Balance	Remaining
Federal/State Grant	410,741.68	410,741.68	-4,811.86	16,183.00	11,371.14	399,370.54
	Report Total:	410,741.68	-4,811.86	16,183.00	11,371.14	399,370.54

FY 2024-2025 Hangar Rent

Hangar	Price/Month	# of spots available	# Rented
A	65.00	4	0
B	65.00	4	2
C	This is VT's Hangar		
D	80.00	6	4
E	95.00	6	6
F	135.00	5	5
F	150.00	1	1
		26	18 TOTAL

Staff Summary

11/11/2024

Agenda Item # C.3.



REPORT TO: Commissioners

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: October 2024 Fuel Report

SUGGESTED ACTION: 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 \$24,913.56
- AV Gas = \$2,078.79 or 7.84% of the total sales (416.160 gallons)
- Jet Fuel = \$22,834.77 or 92.16% of the total sales (4,894.800 Gallons)
- Hangar Renters accounted for \$0 of the total sales or 0%
- The Fixed Based Operator (FBO) accounted for \$1,547.47 of fuel sales or 6.21%
- Outside non-based aircraft accounted for \$23,366.09 of the total sales or 93.79%
- 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 1.160 gallons more.

On the Fuel Readings Report note the Jet A Fuel on the Mechanical reading for the month is showing we sold 1.200 gallons more.

There were no Veeder Root or stick readings for the the month. The probe for jet fuel tank is malfunctioning. Seneca Companies has replaced the probe without resolution. It is now an issue with the electrical conduit running from the tanks to the Veed Root machine. An electrician will be needed for these repairs.

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 (\$28,054.56) and remove the transaction from September which hit October (\$3,874.07) and add the transactions from October (\$91.86) which will hit the November financials, then finally add the service charges and testing transactions to balance (\$24,913.56).

You can see the service charges are \$641.21 for the month and the amount used for monthly testing was \$0.00.

BACKGROUND:

Total Fuel Sales for the month of October were \$24,913.56.

**COMPREHENSIVE
PLAN RELATIONSHIP:**

Review and Approve the Fuel Report.

FISCAL IMPACT:

ATTACHMENTS:

1. Sales Report
2. Fuel Reading Report
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	\$ -		
Of which is VT	\$ -		
Bart's Flying Service	\$ 1,547.47	\$ 1,241.29	\$ 306.18
Credit Cards	\$ 23,366.09	\$ 837.50	\$ 22,528.59
Other Purchases	\$ -		
	\$ 24,913.56	\$ 2,078.79	\$ 22,834.77
Total FM Sales=	<u>\$ 24,913.56</u>		

Gallons

	Sales Breakout	AV Gas	Jet Fuel
Test Card	-		
Hangar Renters	-		
Of which is VT	-		
Bart's Flying Service	346.800	265.800	81.000
Credit Cards	4,964.160	150.360	4,813.800
Other Purchases	-		
	5,310.960	416.160	4,894.800
Total FM Sales=	<u>5,310.960</u>		

Price of Fuel:

Beginning	5.57	4.68
End	5.57	4.68

City of Storm Lake

Airport Fuel Report

	<u>AV Gas</u>	<u>Veter Root System</u>	<u>Jet Fuel</u>
Beginning Fuel Reading	8,573.000		
Before Fueling			
After Fueling			
Before Fueling			
After Fueling			
Fuel Added for Month	-		-
Ending Fuel Reading			
Total=	8,573.000		-

	<u>Stick Reading</u>		
Beginning Fuel Reading	8,595.000	62	7,167.000 61 1/2
Before Fueling			
After Fueling			
Before Fueling			-
After Fueling			
Fuel Added for Month	-		-
Ending Fuel Reading			2,280.00 25 1/2
Total=	8,595.000		4,887.000

	<u>Mechanical Reading</u>	
Beginning Fuel Reading	171,949.400	743,500.000
Before Fueling		
After Fueling		
Fuel Added for Month		
Ending Fuel Reading	172,364.400	748,396.000
Total=	415.000	4,896.000

Direct Bill Gallons

Actual	416.16	4,894.80
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City of Storm Lake

Airport Fuel Report

Running Month to Month Difference in Fuel Redings
Calendar Year 2024

AV Gas									
Start Read=		163,461.800							
VeterRoot System				Stick Reading			Mechanical Reading		
		Overall	This Mo.		Overall	This Mo.		Overall	This Mo.
January	Short	-1.530	-1.530	Short	-2.53	-2.53	Short	-0.530	-0.530
February	Long	0.950	2.480	Long	0.45	2.98	Short	-1.850	-1.320
March							Short	-2.880	-1.030
April							Short	-5.420	-2.540
May	Short	-29.910	-30.860	Long	38.59	38.14	Short	-10.080	-4.660
June	Short	-64.090	-34.180	Short	25.41	-13.18	Short	-10.160	-0.080
July	Long	-46.680	17.410	Long	556.82	531.41	Short	-17.450	-7.290
August	Short	-65.710	-19.030	Short	546.79	-10.03	Short	-21.080	-3.630
September	Short	-76.440	-10.730	Long	554.06	7.27	Short	-24.910	-3.830
October							Short	-26.070	-1.160
November									
December									
Total Difference=		-76.440		554.06			-26.070		

Jet A									
Start Read=								704,458.000	
VeterRoot System				Stick Reading			Mechanical Reading		
		Overall	This Mo.		Overall	This Mo.		Overall	This Mo.
January	Long	45.900	45.900	Long	8.900	8.9	Long	2.900	2.900
February	Long	65.000	19.100	Long	168.900	160	Long	4.000	1.100
March							Long	5.800	1.800
April							Long	6.500	0.700
May							Long	8.200	1.700
June							Long	11.200	3.000
July				Short	161.1	-7.8	Long	15.400	4.200
August				Short	102.9	-58.2	Long	16.200	0.800
September				Long	168.3	65.4	Long	18.600	2.400
October				Short	160.5	-7.8	Long	19.800	1.200
November									
December									
Total Difference=		65.000		160.5			19.800		

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=	\$	24,913.56	\$	24,913.56	Total Sales		City Billings
	\$	641.21			Service Charges	\$	- (Test Card)

Staff Summary

11/11/2024

Agenda Item # C.4.



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

REPORT TO: Commissioners

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: Airport Manager's Monthly Report

SUGGESTED ACTION: 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

BACKGROUND: No fiscal impact to the filing of the report. The report may identify items and issues that will require expenditures to resolve.

**COMPREHENSIVE
PLAN RELATIONSHIP:** Review the Attached Report Prepared By the Manager, Bart's Flying Service.

FISCAL IMPACT:

ATTACHMENTS:

1. [Manager's Report](#)

Bart's Flying Service
Manager's Report
October, 2024

10/02 Checked runway 06/24, no new Badger holes found.

10/14 Issued NOTAM jet fuel out of service, notified com center and VT and BVRMC ER.

10/16 Received a passing report on jet fuel.

IDOT worked on AWOS, and sent the visibility and ceiling probes in for calibration.

Senica Petroleum was out to work on problem with the Veeder-Root.

10/17 Senica Petroleum was here to rehab the jet probe.

10/18 Canceled NOTAM and notified VT, com center and the BVRMC ER.

Courtesy car usage 12 miles 204

Fuel meter readings

Jet-A 748396, probe # 2 is out stick reads 25.5 inches 2280 gallons

Av Gas 172364.4

Staff Summary

11/11/2024

Agenda Item # C.5.



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

REPORT TO: Commissioners

FROM: Tyler Gibbins, Staff Accountant

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 Tank Probe Repairs

Staff has not received any additional information from Seneca Companies in regards to repair costs or schedule.

FISCAL IMPACT: N/A

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

ATTACHMENTS:

None

Staff Summary

11/11/2024

Agenda Item # C.6.



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

REPORT TO: Commissioners

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: Airport Capital Improvement Plan Draft

BACKGROUND: The Airport Capital Improvement Plan (ACIP) outlines projects through 2029.

The attached ACIP draft includes projects and a timeline as discussed at the last commission meeting. The request was to proceed with the existing ACIP with the Apron Expansion project in 2025 & 2026 with fuel tank replacement in 2028 funded by DOT funds. If insurance is still an issue following temporary repairs to the probe, Commission will plan a joint work session with the City Council to request moving the fuel tank replacement to 2026, still DOT funded, and increase the required local match. Deadline is May 2025 for DOT application for potential approval in July to October 2025 with potential project construction early 2026.

FISCAL IMPACT: The projects in discussion, if approved, are funded 90% by the FAA and 10% by the Airport Commission through the City of Storm Lake. State projects would be determined at the time of request with an estimated 15% to 25% local match.

RECOMMENDATION: Review the ACIP versions and direct staff how to proceed

ATTACHMENTS:

1. Proposed CIP Visual Worksheet

FIVE-YEAR AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP)

Airport Name: Storm Lake Municipal Airport (SLB)

Prepared By: Bolton & Menk Inc.

Date Prepared: Proposed

Telephone: _____

Date Approved: _____

Available Entitlement Funds		\$ 526,500	\$ 598,000	\$ 150,500	\$ 300,500	\$ 450,500	\$ 600,500
Available BIL Funds		\$ 592,000	\$ 572,500				
Project Description	Funding Source	FY 2025 (Go Letter Pending)	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Apron Expansion - Design and Construction Engineering	Federal	\$ 78,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ 164,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Local	\$ 27,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ 270,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Apron Expansion - Construction	Federal	\$ -	\$ 597,500.00	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ 572,500.00	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Local	\$ -	\$ 130,000.00	\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ 1,300,000.00	\$ -	\$ -	\$ -	\$ -
Fuel Tank Replacement and Relocation of Cabinets (Iowa DOT Funded)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ 450,000.00	\$ -	\$ -
	Local	\$ -	\$ -	\$ -	\$ 150,000.00	\$ -	\$ -
	Total	\$ -	\$ -	\$ -	\$ 600,000.00	\$ -	\$ -
Fuel Tank Removal (Iowa DNR Funded)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -
	Local	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -	\$ -
	Total	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -	\$ -
PAPIs and REILs (Iowa DOT Funded)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ 320,000.00	\$ -	\$ -	\$ -
	Local	\$ -	\$ -	\$ 80,000.00	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ 400,000.00	\$ -	\$ -	\$ -
	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Available Entitlement Funds		\$ 448,000	\$ 500	\$ 150,500	\$ 300,500	\$ 450,500	\$ 600,500
Available BIL Funds		\$ 427,500	\$ -				