

**CITY OF STORM LAKE
AIRPORT COMMISSION MEETING
STORM LAKE MUNICIPAL AIRPORT
AIRPORT MEETING ROOM
FEBRUARY 10, 2025
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. January 2025 Airport Minutes
2. January 2025 Financial Report
3. January 2025 Fuel Report
4. Airport Manager's Monthly Report
5. FY2025-2026 Budget Discussion
6. 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

2/10/2025

Agenda Item # B.1.



City of Storm Lake
PO Box 1086
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REPORT TO: Commissioners

FROM: Mayra Martinez, City Clerk

SUBJECT: January 2025 Airport Minutes

BACKGROUND:

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

1. 01/13/2024 Airport Minutes

**Storm Lake Airport Commission
Regular Meeting, Airport Terminal
Monday, January 6, 2025, 4:00 PM**

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

Public Attendance: Lee Dutfield (City of Storm Lake) Garrett Jacobs- Bolton & Menk (via telephone), and John Bartholomew.

Chairman Bob Ansorge called the meeting to order at 4:05 pm.

Hear The Public – No comments at this time.

New Business

Minutes - Moved by Commissioner Kitzrow to approve the December 2024 Airport Minutes. Seconded by Commissioner Turner. Vote: All ayes with Commissioners Worthan and Dierking absent. Motion carried.

Financial Report - Moved by Commissioner Turner to approve the December 2024 Financial Report. Seconded by Commissioner Kitzrow. Vote: All ayes with Commissioners Worthan Dierking absent. Motion carried.

Fuel Report - Moved by Commissioner Kitzrow to approve the December 2024 Fuel Report. Seconded by Commissioner Turner. Vote: All ayes with Commissioners Worthan and Dierking absent. Motion carried.

Airport Manager's Monthly Report - John Bartholomew mentioned a grounding strap problem, a persistent leak in the men's bathroom sink and he replaced the hot and cold water stems, and the need to replace the sink entirely. John also highlighted the issue of badger holes near the newly buried wire for the lights, which could pose a problem. John expressed his intention to follow up with USDA and possibly the City to address these issues. He also mentioned a new dumpster on its way to resolve rust issues and a need for a new windsock. John reported on the courtesy car usage and a minor pest control issue.

Courtesy Car Usage: 3 Miles: 36

Fuel Meter Readings:

Jet A – 753,560 (Probe #2 is out – stick reads 41-¾ inches -- 4,465 gallons)

AV Gas – 172,662.2

Administration Report - Fuel Tank Probe Repairs -Staff has not received any additional information from Seneca Companies in regards to repair costs or schedule.

Hangar Development Negotiations are still taking place with the developer.

**Storm Lake Airport Commission
Regular Meeting, Airport Terminal
Monday, January 6, 2025, 4:00 PM**

Annual Fuel Gallons Report -The annual fuel gallons report was submitted to the State for 2024.56,499 (9,315 gallons of AV Gas and 47,184 gallons of Jet Fuel) were sold during 2024. As a comparison, 66,653 (6,380 gallons of AV Gas and 60,273 gallons of Jet Fuel) were sold in 2023 and 84,287 (20,952) gallons of AV Gas and 63,335 gallons of Jet Fuel) were sold in 2022.

Adjourn – Moved by Commissioner Turner to adjourn at 4:30 pm. Seconded by Commissioner Kitzrow. Vote: All ayes with Commissioners Worthan and Dierking absent. Motion Carried.

Mayra A. Martinez, City Clerk

Staff Summary

2/10/2025

Agenda Item # B.2.



REPORT TO: Commissioners

FROM: Tyler Gibbins, City Treasurer

SUBJECT: **January 2025 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 January were \$16,209.87 and the Expenses were \$8,015.59.

We have generated \$8,218.08 more in expenses than revenues 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 7 hangar spaces available, three of which are located in Hangar A, two in Hangar B, and two in Hangar D.

FISCAL IMPACT: Total expenses for the month of were \$18,015.59 and total revenue were \$16,209.87.

RECOMMENDATION: Review and Approve the Financial Report

ATTACHMENTS:

1. Revenue vs Expense Report
2. January 2025 P&L
3. Project Report
4. Hangar Report



Storm Lake, IA

Detail vs Budget Report

Account Detail

Date Range: 01/01/2025 - 01/31/2025

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	-14,684.00	-3,025.00	-17,709.00	-20,291.00	-53.40 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account		Amount	
01/03/2025	CLPKT05498	04.02.01.2025		CLPKT05498					-1,140.00	
01/06/2025	CLPKT05499	04.03.01.2025		CLPKT05499					-825.00	
01/09/2025	CLPKT05513	04.08.01.2025		CLPKT05513					-270.00	
01/20/2025	ARPKT00971	Bank Draft Packet: ARPK...		Bank Drafts for Invoice Packet ARPKT0097...					-790.00	
001-2080-02-4710		Airport Utilities		0.00	-3,000.00	-630.00	-105.00	-735.00	-2,265.00	-75.50 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account		Amount	
01/06/2025	CLPKT05499	04.03.01.2025		CLPKT05499					-105.00	
001-2080-02-4750		Airport Gasoline		0.00	-300,000.00	-158,278.75	-13,079.87	-171,358.62	-128,641.38	-42.88 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account		Amount	
01/03/2025	CLPKT05498	04.02.01.2025		CLPKT05498					-8,110.12	
01/07/2025	CLPKT05507	04.06.01.2025		CLPKT05507					-1,925.94	
01/09/2025	CLPKT05513	04.08.01.2025		CLPKT05513					-32.75	
01/10/2025	CLPKT05522	04.09.01.2025		CLPKT05522					-333.85	
01/14/2025	CLPKT05528	03.13.01.2025		CLPKT05528					-105.90	
01/21/2025	CLPKT05548	04.20.01.2025		CLPKT05548					-1,405.39	
01/22/2025	CLPKT05551	04.21.01.2025		CLPKT05551					-254.62	
01/28/2025	CLPKT05566	04.27.01.2025		CLPKT05566					-450.54	
01/29/2025	CLPKT05567	04.28.01.2025		CLPKT05567					-149.51	
01/31/2025	CLPKT05573	04.30.01.2025		CLPKT05573					-311.25	
Revenue Totals:				0.00	-341,000.00	-173,592.75	-16,209.87	-189,802.62	-151,197.38	-44.34 %
Expense										
001-2080-02-6310		Repairs/Maintenance Bldg		0.00	11,500.00	6,421.11	23.97	6,445.08	5,054.92	43.96 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account		Amount	
01/20/2025	APPKT00958	December 2024	82448	Purchases/Supplies	001216 - Storm Lake Ace Hardware				23.97	
001-2080-02-6332		Vehicle Repair		0.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00 %

Detail vs Budget Report

Account		Name		Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Date Range: 01/01/2025 - 01/31/2025		
								Ending Balance	Budget Remaining	% Remaining
001-2080-02-6371		Electric Service		0.00	8,600.00	3,002.11	1,283.84	4,285.95	4,314.05	50.16 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor			Project Account		Amount
01/06/2025	APPKT00955	Nov/Dec 2024	5997	Electric Services	001074 - MidAmerican Energy Company					524.83
01/20/2025	APPKT00958	Dec/Jan 2025	6058	Electric Services	001074 - MidAmerican Energy Company					759.01
001-2080-02-6373		Telecommunications		0.00	1,647.06	523.10	0.00	523.10	1,123.96	68.24 %
001-2080-02-6408		Insurance		0.00	0.00	10,526.00	0.00	10,526.00	-10,526.00	0.00 %
001-2080-02-6494		Operator Contract		0.00	75,843.57	36,817.26	6,136.21	42,953.47	32,890.10	43.37 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor			Project Account		Amount
01/20/2025	APPKT00958	January 2025 Airport Co...	6047	January 2025 Airport Contract	001069 - Jim Bartholomew					6,136.21
001-2080-02-6499		Contractual Services		0.00	17,500.00	8,581.18	512.08	9,093.26	8,406.74	48.04 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor			Project Account		Amount
01/06/2025	APPKT00955	104782	82347	Pest Control Services - Quarterly	001078 - ABC Pest Control, Inc					199.50
01/06/2025	APPKT00955	104784	82347	Pest Control Services	001078 - ABC Pest Control, Inc					95.55
01/06/2025	APPKT00955	12/10/2024	82364	Water Service	001073 - Iowa Lakes Regional Water					72.31
01/06/2025	APPKT00955	December 2024	6007	Garbage Services	002126 - SGS, LLC					53.75
01/20/2025	APPKT00958	January 2025 - Airport	82444	Phone Service	001070 - Qwest Corporation					90.97
001-2080-02-6503		Merchandise for resale		0.00	280,000.00	121,724.50	0.00	121,724.50	158,275.50	56.53 %
001-2080-02-6599		Supplies		0.00	4,000.00	2,409.85	59.49	2,469.34	1,530.66	38.27 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor			Project Account		Amount
01/20/2025	APPKT00958	January 2025	82433	Water Service	001073 - Iowa Lakes Regional Water					59.49
Expense Totals:				0.00	400,090.63	190,005.11	8,015.59	198,020.70	202,069.93	-50.51 %
001 - General Fund Totals:				0.00	59,090.63	16,412.36	-8,194.28	8,218.08	50,872.55	-86.09 %
Report Total:				0.00	59,090.63	16,412.36	-8,194.28	8,218.08	50,872.55	-86.09 %

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - General Fund	0.00	59,090.63	16,412.36	-8,194.28	8,218.08	50,872.55	
Report Total:	0.00	59,090.63	16,412.36	-8,194.28	8,218.08	50,872.55	

City of Storm Lake

Airport Profit/Loss Statement

January 2025

	Budget	Activity	Remaining
Revenue from Operations:			
Hangar Rent	\$ 38,000.00	\$ 17,709.00	\$ 20,291.00
Utility Rent	\$ 3,000.00	\$ 735.00	\$ 2,265.00
Fuel Sales	\$ 300,000.00	\$ 171,358.62	\$ 128,641.38
Misc Airport Rev	\$ -		\$ -
	\$ 341,000.00	\$ 189,802.62	\$ 151,197.38
Revenue from Non-Operations:			\$ -
Ag Land Rent	\$ 61,000.00	\$ 18,481.35	\$ 42,518.65
Tsfr for Capital		\$ 1,780.53	\$ (1,780.53)
	\$ 61,000.00	\$ 20,261.88	\$ 40,738.12
Expenses from Operations:			\$ -
Building Maint/Repairs	\$ 11,500.00	\$ 6,445.08	\$ 5,054.92
Vehicle Repairs	\$ 1,000.00		\$ 1,000.00
Electric Service	\$ 8,600.00	\$ 4,285.95	\$ 4,314.05
Telecommunications	\$ 1,647.06	\$ 523.10	\$ 1,123.96
Operator Contract	\$ 73,634.53	\$ 42,953.47	\$ 30,681.06
Services	\$ 17,500.00	\$ 9,093.26	\$ 8,406.74
Supplies	\$ 4,000.00	\$ 2,469.34	\$ 1,530.66
	\$ 117,881.59	\$ 65,770.20	\$ 52,111.39
Expenses Non-Operating:			\$ -
COGS	\$ 280,000.00	\$ 121,724.50	\$ 158,275.50
Capital Improvements		\$ 1,780.53	\$ (1,780.53)
Insurance		\$ 10,526.00	\$ (10,526.00)
Grounds Maint (Rec)**		\$ 9,168.75	\$ (9,168.75)
	\$ 280,000.00	\$ 143,199.78	\$ 136,800.22
Net Profit/(Loss)	\$ 4,118.41	\$ 1,094.52	

**	Snow Removal	Lawn Care
Labor	\$ 525.00	\$ 6,015.00
Equipment	\$ 1,125.00	\$ 1,503.75



Storm Lake, IA

Project Activity vs Budget Report

By Project Number

Date Range: 01/01/2025 - 01/31/2025

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	-10,003.08	-336,150.00	336,150.00
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity		
301-6900-08-4550	Capital Revenues	01/09/2025	CLPKT05513			-10,003.08		
Total Revenues:			0.00	0.00	-326,146.92	-10,003.08	-336,150.00	336,150.00
Account Key								
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		289,132.15	289,132.15	274,675.54	3,249.50	277,925.04	11,207.11
GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity		
301-6900-08-6799	Undesignated Capital	01/20/2025	Construction Services	Bolton & Menk, Inc	0353770	3,249.50		
Total Expenses:			289,132.15	289,132.15	274,675.54	3,249.50	277,925.04	11,207.11
Account Key								
30100020-02	Runway 17/35 Ligting Replace- Eng		99,900.00	99,900.00	92,024.00	0.00	92,024.00	7,876.00
Total Expenses:			99,900.00	99,900.00	92,024.00	0.00	92,024.00	7,876.00
Account Key								
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								
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:			403,870.58	403,870.58	14,340.64	-6,753.58	7,587.06	396,283.52

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	403,870.58	14,340.64	-6,753.58	7,587.06	396,283.52
	Report Total:	403,870.58	14,340.64	-6,753.58	7,587.06	396,283.52
Group Summary		Date Range	Beginning			Budget
Group		Budget	Balance	Total Activity	Ending Balance	Remaining
Airport Projects		403,870.58	14,340.64	-6,753.58	7,587.06	396,283.52
	Report Total:	403,870.58	14,340.64	-6,753.58	7,587.06	396,283.52
Type Summary		Date Range	Beginning			Budget
Group		Budget	Balance	Total Activity	Ending Balance	Remaining
Federal/State Grant		403,870.58	14,340.64	-6,753.58	7,587.06	396,283.52
	Report Total:	403,870.58	14,340.64	-6,753.58	7,587.06	396,283.52

FY 2024-2025 Hangar Rent

Hangar	Price/Month	# of spots available	# Rented
A	65.00	4	1
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	19 TOTAL

Staff Summary

2/10/2025

Agenda Item # B.3.



City of Storm Lake
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REPORT TO: Commissioners

FROM: Tyler Gibbins, City Treasurer

SUBJECT: **January 2025 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 \$9,847.32
- AV Gas = \$2,782.33 or 24.11% of the total sales (516.690 gallons)
- Jet Fuel = \$7,064.99 or 75.89% of the total sales (1,626.500 Gallons)
- Hangar Renters accounted for \$903.56 of the total sales or 9.18%
- The Fixed Based Operator (FBO) accounted for \$496.29 of fuel sales or 5.04%
- Outside non-based aircraft accounted for \$18,447.47 of the total sales or 85.78%
- 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 sold 86.400 gallons more.

On the Fuel Readings Report note the Jet A Fuel on the Mechanical reading for the month is showing we sold 36.500 gallons more.

There were no Veeder Root or stick readings for the the month. Staff is still waiting for costs to make the necessary 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 (\$13,079.87) and remove the transaction from December which hit January (\$5,151.16) and add the transactions from January (\$1,693.36) which will hit the February financial, then finally add the service charges and testing transactions to balance (\$9,847.32).

You can see the service charges are \$225.25 for the month and the amount used for monthly testing was \$0.00.

FISCAL IMPACT: Total Fuel Sales for the month of January were \$9,847.32.

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	\$ 903.56	\$ 56.42	\$ 847.14
Of which is VT	\$ -		
Bart's Flying Service	\$ 496.29	\$ 496.29	
Credit Cards	\$ 8,447.47	\$ 2,229.62	\$ 6,217.85
Other Purchases	\$ -		
	\$ 9,847.32	\$ 2,782.33	\$ 7,064.99
Total FM Sales=	<u>\$ 9,847.32</u>		

	Gallons		
	Sales Breakout	AV Gas	Jet Fuel
Test Card	-		
Hangar Renters	235.430	10.130	225.300
Of which is VT	-		
Bart's Flying Service	106.270	106.270	
Credit Cards	1,801.490	400.290	1,401.200
Other Purchases	-		
	2,143.190	516.690	1,626.500
Total FM Sales=	<u>2,143.190</u>		

Price of Fuel:		
Beginning	5.57	3.76
End	5.57	3.76

City of Storm Lake

Airport Fuel Report

	<u>AV Gas</u>	<u>Veter Root System</u>	<u>Jet Fuel</u>
Beginning Fuel Reading	7,751.000		
Before Fueling			
After Fueling			
Before Fueling			
After Fueling			
Fuel Added for Month	-		-
Ending Fuel Reading	7,227.000		
Total=	524.000		-

	<u>Stick Reading</u>		
Beginning Fuel Reading	7,720.000	56 3/8	4,465.000 41 3/4
Before Fueling			
After Fueling			
Before Fueling			-
After Fueling			
Fuel Added for Month	-		-
Ending Fuel Reading	7,177.000	53	2,924.00 30 1/2
Total=	543.000		1,541.000

	<u>Mechanical Reading</u>	
Beginning Fuel Reading	172,662.200	753,560.000
Before Fueling		
After Fueling		
Fuel Added for Month		
Ending Fuel Reading	173,265.300	755,223.000
Total=	603.100	1,663.000

Next Mo Sales b4 Reading		
Actual	516.69	1,626.50

City of Storm Lake

Airport Fuel Report

Running Month to Month Difference in Fuel Redings
Calendar Year 2025

<u>AV Gas</u>									
Start Read=								172,662.200	
		VeterRoot System		Stick Reading		Mechanical Reading			
		Overall	This Mo.		Overall	This Mo.		Overall	This Mo.
January	Long	7.310	7.310	Long	26.31	26.31	Long	86.400	86.400
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total Difference=		7.310		26.31		86.400			

<u>Jet A</u>									
Start Read=								753,560.000	
		VeterRoot System		Stick Reading		Mechanical Reading			
		Overall	This Mo.		Overall	This Mo.		Overall	This Mo.
January				Short	-85.500	-85.5	Long	36.500	36.500
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total Difference=		0.000		-85.5		36.500			

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=	\$ 9,847.32	\$ 9,847.32	Total Sales		City Billings
	\$ 225.25	Service Charges		\$ -	(Test Card)

Staff Summary

2/10/2025

Agenda Item # B.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, City Treasurer

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
January, 2025

1/09 Called to have the dumpster replaced.

/14 Called Wies Plumbing to replace the sink in the men's restroom.

Shoveled sidewalks.

1/16 City crew replaced the small windsock.

1/23 Shoveled sidewalks around terminal.

1/30 New dumpster installed.

Picked up trash on ramp around the dumpster.

Checked runway 6/24 for badger holes.

1/31 Called FSDO about badger holes, they had me call the Iowa DNR to report the badger problem.

Courtesy car usage 3 miles 154

Fuel meter readings

Jet-A 75223, probe # 2 is out stick reads 30 1/2 inches

2924gallons

Av Gas 173265.3

Staff Summary

2/10/2025

Agenda Item # B.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, City Treasurer

SUBJECT: **FY2025-2026 Budget Discussion**

BACKGROUND: As outlined in State of Iowa Code, Chapter 330.21, "The Airport Commission has all of the powers in relation to airports granted to cities and counties under State law, except the power to sell the airport. The Commission shall annually submit a budget request..., ..the amount of which shall be within the limitations of State law to be levied for airport purposes, and upon submission of such request, the City Council may include all or a portion of the requested amount in its budget."

"All funds derived from taxation or otherwise for airport purposes shall be under the flow and absolute control of the Commission for the purposes prescribed by law, and shall be deposited with the [City Treasurer] to the credit of the Airport Commission, and shall be disbursed only on the written warrants or orders of the Airport Commission including payment of all the indebtedness arising from the acquisition and construction at the airport and its maintenance, operation and extension."

The airport functions as a general fund department, and property taxes cover any departmental deficits. The City Council is considering how general fund services affect the community in light of the recent cutbacks in property tax accessible to local governments. The council must consider the future of programs that have the least influence on the vast majority of Storm Lake residents.

The Council's objective remains the same: to create a balanced budget. In order to attain a balanced budget, the Commission must provide operational cuts and/or find alternate sources of income, given that

revenue decreases will persist into the upcoming fiscal years.

FISCAL IMPACT: This will be determined by the Commission as the governing body.

RECOMMENDATION: Review the budget and provide recommendations for changes in FY2025-2026.

ATTACHMENTS:

1. Budget Comparison Report
2. Airport Budget Report YOY
3. Fee Resolution
4. Airport Budget Memo



Storm Lake, IA

Budget Comparison Report

Account Detail

Account Number		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 Total Activity	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2024-2025	2025-2026	Increase / (Decrease)	
					2024-2025	2025-2026		
Fund: 001 - General Fund								
Revenue								
001-2080-02-4310	Airport Hangar Rent	35,333.80	33,043.70	18,719.00	38,000.00	38,000.00	0.00	0.00%
001-2080-02-4710	Airport Utilities	896.85	1,373.15	735.00	3,000.00	3,000.00	0.00	0.00%
001-2080-02-4750	Airport Gasoline	376,427.12	300,743.79	171,358.62	300,000.00	300,000.00	0.00	0.00%
	Total Revenue:	412,657.77	335,160.64	190,812.62	341,000.00	341,000.00	0.00	0.00%
Expense								
001-2080-02-6310	Repairs/Maintenance Bldg	7,303.46	2,753.23	6,445.08	11,500.00	11,500.00	0.00	0.00%
001-2080-02-6332	Vehicle Repair	1,231.13	1,467.02	0.00	1,000.00	1,000.00	0.00	0.00%
001-2080-02-6371	Electric Service	9,058.15	7,524.68	4,285.95	8,600.00	8,600.00	0.00	0.00%
001-2080-02-6373	Telecommunications	1,095.97	855.08	523.10	1,647.06	1,200.00	-447.06	-27.14%
001-2080-02-6408	Insurance	0.00	12,151.00	10,526.00	0.00	13,245.00	13,245.00	0.00%
001-2080-02-6494	Operator Contract	71,489.83	73,634.53	42,953.47	75,843.57	73,634.53	-2,209.04	-2.91%
001-2080-02-6499	Contractual Services	15,970.53	10,547.11	10,984.13	17,500.00	17,500.00	0.00	0.00%
001-2080-02-6503	Merchandise for resale	296,896.79	244,508.42	121,724.50	280,000.00	270,000.00	-10,000.00	-3.57%
001-2080-02-6599	Supplies	8,056.57	5,475.94	2,469.34	4,000.00	10,000.00	6,000.00	150.00%
Budget Detail								
Budget Code	Description		Units	Price	Amount			
2025-2026	Operations		0.00	0.00	4,000.00			
2025-2026	Supp- Fuel Hose Line Replacement		0.00	0.00	6,000.00			
	Total Expense:	411,102.43	358,917.01	199,911.57	400,090.63	406,679.53	6,588.90	1.65%
Total Fund: 001 - General Fund:		1,555.34	-23,756.37	-9,098.95	-59,090.63	-65,679.53	-6,588.90	11.15%
Report Total:		1,555.34	-23,756.37	-9,098.95	-59,090.63	-65,679.53	-6,588.90	11.15%



Storm Lake, IA

Budget Comparison Report

Account Detail

Account Number		2021-2022 Total Activity	2022-2023 Total Activity	2023-2024 Total Activity	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2023-2024 2023-2024	2024-2025 2024-2025	Increase / (Decrease)	
Department: 2080 - Airport								
Fund: 001 - General Fund								
Revenue								
001-2080-02-4310	Airport Hangar Rent	34,338.00	35,333.80	33,043.70	38,000.00	38,000.00	0.00	0.00%
001-2080-02-4710	Airport Utilities	960.00	896.85	1,373.15	3,000.00	3,000.00	0.00	0.00%
001-2080-02-4750	Airport Gasoline	283,302.13	376,427.12	300,743.79	340,000.00	300,000.00	-40,000.00	-11.76%
	Total Revenue:	318,600.13	412,657.77	335,160.64	381,000.00	341,000.00	-40,000.00	-10.50%
Expense								
001-2080-02-6310	Repairs/Maintenance Bldg	11,139.15	7,303.46	2,753.23	11,500.00	11,500.00	0.00	0.00%
001-2080-02-6332	Vehicle Repair	51.85	1,231.13	1,467.02	1,000.00	1,000.00	0.00	0.00%
001-2080-02-6371	Electric Service	8,188.54	9,058.15	7,524.68	8,600.00	8,600.00	0.00	0.00%
001-2080-02-6373	Telecommunications	3,222.02	1,095.97	855.08	1,647.06	1,647.06	0.00	0.00%
001-2080-02-6408	Insurance	0.00	0.00	12,151.00	0.00	0.00	0.00	0.00%
001-2080-02-6494	Operator Contract	69,407.60	71,489.83	73,634.53	73,634.53	75,843.57	2,209.04	3.00%
001-2080-02-6499	Contractual Services	9,883.40	15,970.53	10,547.11	17,500.00	17,500.00	0.00	0.00%
001-2080-02-6503	Merchandise for resale	291,732.65	296,896.79	244,508.42	320,000.00	280,000.00	-40,000.00	-12.50%
001-2080-02-6599	Supplies	5,321.72	8,056.57	5,475.94	4,000.00	4,000.00	0.00	0.00%
	Total Expense:	398,946.93	411,102.43	358,917.01	437,881.59	400,090.63	-37,790.96	-8.63%
	Total Fund: 001 - General Fund:	-80,346.80	1,555.34	-23,756.37	-56,881.59	-59,090.63	-2,209.04	3.88%
	Total Department: 2080 - Airport:	-80,346.80	1,555.34	-23,756.37	-56,881.59	-59,090.63	-2,209.04	3.88%
	Report Total:	-80,346.80	1,555.34	-23,756.37	-56,881.59	-59,090.63	-2,209.04	3.88%

RESOLUTION NO. 50 R-2024-2025

RESOLUTION SETTING FINES AND FEES

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STORM LAKE, IOWA that the following schedule of fees are approved and effective as of July 1, 2025.

<u>Administration</u>	<u>Fee</u>	<u>Code Section</u>
Administrative Fee	\$30.00	
Dock Fee	\$25.00	
Dock Per Hoist	\$10.00	
Garbage Truck Permits (per business)	\$100.00	3-1-5
Insufficient Check Fee	\$30.00	
Mobile Food & Beverage, Peddlers, Solicitor Or Transient Merchant Permit (1 Day)	\$25.00	4-3-4, 4-3-6, 4-10-4
Mobile Food & Beverage, Peddlers, Solicitor or Transient Merchant Permit (7 Day)	\$75.00	
Mobile Food & Beverage, Peddlers, Solicitor or Transient Merchant Permit (28 Day)	\$150.00	
Investigation Fee (main contact)	\$25.00	
Investigation Fee (each additional Person)	\$5.00	
Taxi Permit (Business)	\$100.00	4-5-3
Taxi Permit (per vehicle)	\$10.00	4-5-3
Cancel Permit Fee	\$25.00	
Freedom of Information Requests (FOIA Request)		
Single Sided Copy 8.5x11	\$.30/page	
Duplex copy 8.5x11	\$.40/page	
Single Sided Legal	\$.35/page	
Duplex Legal copy	\$.45/page	
Single Sided Ledger (11x17)	\$.70/page	
Single Sided Ledger with Color Print	\$.90/page	
Duplex Ledger (11x17)	\$.80/page	
Duplex Ledger with Color Print	\$1.00/page	
Large Format Prints (one side only and in color)	\$8.00/page	
USB Storage Device	\$15/64gb storage	
Research Hourly Rate – per hour/per person	\$25.00	
Mailing Costs – 3 pages	\$2.00 Plus Current Postage Cost	
Mailing Costs – 50 pages	\$6.00 Plus Current Postage Cost	
Mailing Costs – 100 pages	\$11.00 Plus Current Postage Cost	
Special City Council Meeting	\$250.00	

Airport Hangar Rent (monthly fees)

Hangar A	\$75.00
12 Month Lease Discount Rate	\$65.00
Hangar B	\$75.00
12 Month Lease Discount Rate	\$65.00
Hangar C (VT)	\$400.00

Hangar D	\$92.00
12 Month Lease Discount Rate	\$80.00
Hangar E	\$110.00
12 Month Lease Discount Rate	\$95.00
Hangar F	\$156.00
12 Month Lease Discount Rate	\$135.00
FBO Stall	\$173.00
12 Month Lease Discount Rate	\$150.00
Daily Inside Storage/per night	\$30.00

Building Official

Public sidewalk right away cafés, retail sales, or benches	\$0	
Driveway (Curb) Cut, Inspection & Marking Residential	\$150.00	
Driveway (Curb) Cut, Inspection & Marking Commercial	\$200.00	
ROW Temp Closure Permit	\$25.00	
Building Moving Permit (Per Bldg)	\$100.00	5-1-1
Demolition Permit	\$50.00	
Pool Inspection	\$20.00	8-8-11
Re-inspection Fee (after 1 per inspection)	\$35.00	
No Show Fee (per event)	\$50.00	
Rental Registration Fee – Yearly (July 1st – June 30th)		
Base Registration Fee (per parcel and 1 unit)	\$10.00	5-8-9
Additional unit in excess of 1 (per unit)	\$5.00	5-8-9
Late Registration Fee - Per Landlord License	\$50.00	5-8-9
Additional unit in excess of 1 (up to 6 units)	\$50.00	
Property Maintenance Ordinance Appeal	\$150.00	Zoning Ord.
Variance Request	\$150.00	Zoning Ord.
Zoning Request	\$200.00	Zoning Ord.
Conditional Use	\$300.00	Zoning Ord.
Sub-Division Application Fee	\$300.00	
Sidewalk Repair Permit Fee	\$0	
Pigeons Permit Fee (Per Unit)	\$100.00	8-1-1(A)(18)
New Construction Incentive		
Single Family Attached and Single Family Detached Dwelling Building Permit		
100% Water Meter Current Cost		
\$300 for homes that have construction costs under \$199,999		
\$600 for homes that have construction costs for \$200,000 and above		

Incentive

Rebate all the permit fee with the exception of the water meter if 50% of all costs related to construction, including flooring and appliances if purchased within City limits of Storm Lake. Itemized proof of receipts would be required to be submitted to City Hall.

Building & Sign Permit Fees

Building & Sign Permit <\$1,200	\$22.02	5-2-2
Building & Sign Permit \$1,200-2,000		5-2-2
\$22.02 + \$2.88 for each additional \$100.00 over \$1,200		

Building & Sign Permit \$2,001-25,000		5-2-2
\$45.06+ \$9.16 for each additional \$1,000.00 over \$2,000		
Building & Sign Permit \$25,001-50,000		5-2-2
\$255.74 + \$6.22 for each additional \$1,000.00 over \$25,000		
Building & Sign Permit \$50,001-100,000		5-2-2
\$411.24+ \$4.15 for each additional \$1,000.00 over \$50,000		
Building & Sign Permit \$100,001 or more		5-2-2
\$618.74+ \$3.61 for each additional \$1,000.00 over \$100,000		
Portable Sign Permit (14 days)	\$30.00	Zoning Ord.

Electrical Fees

For New Residences		5-4-9
Single Dwelling	\$38.00	
Duplex Dwelling	\$56.75	
Triplex Dwelling	\$75.50	
4-Plex Dwelling	\$113.00	
Multi Units Between 5 and 12	\$156.75	
Over 12 Units	\$156.75 plus \$38.00 each over 12	
For New Commercial or Industrial Buildings		
First \$5,000.00 at \$8.00 per/\$1,000.00 of cost		
Second \$5,000.00 at \$6.75 per /\$1,000.00 of cost		
Third \$5,000.00 at \$5.50 per/\$1,000.00 of cost		
Fourth \$5,000.00 at \$4.25 per/\$1,000.00 of cost		
Fifth \$5,000.00 at \$3.00 per/\$1,000.00 of cost		
All over \$25,000.00 at \$1.50 per/\$1,000.00 of cost		

For Rewiring, Repairs or Alterations on Residence, Commercial and Industrial Buildings	
\$100.00 to \$150.00 electric contract \$6.75	
\$151.00 to \$200.00 electric contract \$8.00	
\$201.00 to \$250.00 electric contract \$9.25	
\$251.00 to \$300.00 electric contract \$10.50	
\$301.00 to \$350.00 electric contract \$11.75	
\$351.00 to \$400.00 electric contract \$13.00	
\$401.00 to \$450.00 electric contract \$14.25	
\$451.00 to \$500.00 electric contract \$15.50	
\$501.00 to \$1,000.00 electric contract \$23.00	
\$1,001.00 to \$2,000.00 electric contract \$28.00	
All over \$2,001.00 \$28.00 plus \$1.50 per \$100.00	

Plumbing Fees

For New Residences		5-3-10
Single Dwelling	\$38.00	
Duplex Dwelling	\$56.75	
Triplex Dwelling	\$75.50	
4-Plex Dwelling	\$113.00	
Multi Units Between 5 and 12	\$156.75	

Over 12 Units	\$156.75 plus \$38.00 each over 12
For New Commercial or Industrial Buildings	
First \$5,000.00 at \$8.00 per/\$1,000.00 of cost	
Second \$5,000.00 at \$6.75 per /\$1,000.00 of cost	
Third \$5,000.00 at \$5.50 per/\$1,000.00 of cost	
Fourth \$5,000.00 at \$4.25 per/\$1,000.00 of cost	
Fifth \$5,000.00 at \$3.00 per/\$1,000.00 of cost	
All over \$25,000.00 at \$1.75 per/\$1,000.00 of cost	
For Repairs or Alterations on Residence, Commercial and Industrial Buildings	
\$100.00 to \$150.00 plumbing contract	\$6.75
\$151.00 to \$200.00 plumbing contract	\$8.00
\$201.00 to \$250.00 plumbing contract	\$9.25
\$251.00 to \$300.00 plumbing contract	\$10.50
\$301.00 to \$350.00 plumbing contract	\$11.75
\$351.00 to \$400.00 plumbing contract	\$13.00
\$401.00 to \$450.00 plumbing contract	\$14.25
\$451.00 to \$500.00 plumbing contract	\$15.50
\$501.00 to \$1,000.00 plumbing contract	\$23.00
\$1,001.00 to \$2,000.00 plumbing contract	\$28.00
All over \$2,001.00	\$28.00 plus \$1.50 per \$100.00

Campground

Class A Site	\$30.00
(Lake View, Patio, Water, Sewer, Electric, Cable TV, Fire Pit)	
Class C Site	\$28.00
(Lake View, Patio, Water, Sewer, Electric, Fire Pit)	
Class E Site	\$25.00
(Water, Sewer, Electric)	
Class F Site	\$20.00
(Electric)	
Glass G Site	\$12.00
(Tent)	
Long Term Stay Rate	
Limited to Long Term Stay slots which include Water, Sewer, Electric	
Minimum 30 day stay paid in advance – 10% off	
Extra Vehicle Parking (if space available)	\$5.00
Non-Campers Dump Station (per event)	\$5.00
Non-Camper Shower (per shower)	\$5.00

Fire Department

False Alarm Fee (after 1)	\$150.00	4-7-16
Liquor License Inspection Fee	\$50.00	
Fireworks Display (Mortar sizes from 1-3 inches)	\$150.00	
Fireworks Display (Mortar size larger than 3 inches)	\$300.00	
Emergency Response and/or Cleanup of Material	See Chart	
Rate set by the Iowa Fire Service Annual Hazardous material response fee structure for the current calendar year.		

Safety Trailer Use Fee	
Buena Vista County	\$150.00
Non Buena Vista County	\$150.00 plus \$6 A Mile One Way

Golf Course

Single Season Pass	\$325.00
New Member- First Year Single Season Pass	\$150.00
Family Season Pass - Family: Two or more persons (one of whom is the householder) related by birth, marriage, or adoption, living together and sharing common living, sleeping, cooking, and eating facilities within and individual housing unit as defined by the Storm Lake Zoning Code.)	\$600.00
Junior Season Pass (17 and Under)	\$50.00
Electric Cart Storage	\$300.00
Gas Cart Storage	\$285.00
Locker Rent/yr	\$20.00
Golf Club Rental	\$10.00
Trail Fee (per day)	\$10.00
Pull Cart Rental	\$3.00
Pull Cart (year)	\$65.00
Trail Fee (year)	\$170.00
10 Round Punch Card	\$125.00
Discount Tickets – per 9 holes (sold in advance with minimum quantity of 50)	\$10.00
Weekday 9 Holes	\$15.00
Weekday 18 Holes	\$20.00
Weekend 9 Holes	\$20.00
Weekend 18 Holes	\$25.00
Cart Rental 9 Holes	\$15.00
Cart Rental 18 Holes	\$25.00
Yearly Cart Rental	\$325.00
Hall Rental	\$250.00
Hall Rental - Friday Setup Fee (Valid only after 5:00 pm Friday with following Sat. rental)	\$100.00
Hall Rental (weekday 4hrs or less)	\$100.00
Bar Setup Fee (Event Center Only)	\$100.00
9-Hole Course Rental Fee (Minimum 25 participants)	\$250.00
18-Hole Course Rental Fee (Minimum 25 participants)	\$400.00
*Course Rental Fees are due at the time of booking.	
*Cancellations require a 72 hour advanced notice.	
*If cancelled inside the 72 hour period, only 50% of the rental Fee will be refunded.	
Group Cart Rental Fee (25 Carts)	\$350.00

Police

Administrative Fee	\$30.00	
Alarm Business Permit Application	\$75.00	4-7-6
Alarm Business Permit Renewal	\$75.00	4-7-9

False Alarm Equip Malfunction (after 3)	\$75.00	4-7-16
False Alarm	\$75.00	4-7-16
Building Escorts (per car)	\$75.00	5-1-3
Cat License – Not Neutered/Spayed (per year)	\$20.00	8-4-2
Neutered/Spayed (per year)	\$10.00	
Dog License – Not Neutered/Spayed (per year)	\$20.00	8-3-2
Neutered/Spayed (per year)	\$10.00	
Fingerprinting	\$10.00	
Impound/Storage Fee (per day)	\$30.00	8-6-5
Impound Storage Fee – felony related (per day)	\$50.00	
Parking Fine	\$15.00	9-11-4
Report Copies	\$5.00	
Police Escort Fee – per hour, per unit	\$75.00	5-1-3
Emergency Response and/or Cleanup of Material (per hour)		
Police Vehicle (per vehicle)	\$75.00	

King's Pointe Outdoor Aquatic Center

Family Season Pass	\$275.00	
(up to 5 family members can be included on Pass, Children 4 and under need not be on pass, as they are free.)		
Up to 4 additions of children 5-12 years old @ \$55 each		
Single Season Pass (children and adults)	\$150.00	
Adult BV Resident Daily Pass (Age 12+)	\$8.00	
Child BV Resident Daily Pass (Age 5-11)	\$5.00	
Children (Age 5-11) Standard Pricing	\$12.00	
Adults (Age 12+) Standard Pricing	\$15.00	
4 and under	free	
Twilight Pricing (after 3:00)		
Age 12+	\$7.50	
Age 5-11	\$6.00	
Age 0-4	free	
Land Lovers	\$5.00	
Swim Lessons	\$40.00	
Lap Swimming (per time)	\$4.00	
Lap Swimming Punch Card (10-times)	\$30.00	

Roadway Maintenance

Street Cuts & Replacement - Half Street	\$800.00	
Street Cuts & Replacement Full Street	\$1600.00	

Sewer

Sewer Svc Permit & Connection Fee	\$150.00	3-2-4
Private Wastewater System Permit	\$50.00	3-2-3

Shelter House

Rental Fee - per side	\$110.00
Damage Deposit – per side	\$200.00
AWAYSIS Pavilions – per time slot (3 times available)	\$25.00
Frank Starr Park Open Shelter – per time slot (2 times available)	\$50.00
Campground Open Shelter – per time slot (2 time slots available)	\$50.00
AWAYSIS Great Lawn – per day	\$200.00
Band Shell – per day	\$50.00

Water

Door Tag Fee	\$20.00	3-5-3
Meter Testing Fee (within 2%)	\$50.00	3-4-20
Shut Off – 8 AM to 3 PM	\$50.00	3-4-19 & 3-5-3
Shut Off – After 3 PM	\$75.00	3-4-19 & 3-5-3
Water Svc Permit & Connect Fee	\$150.00	3-4-5
Water Tapping Fee (per inch)	\$65.00	3-4-5
Outside City Limits Hook-up Fee	\$1,500.00	3-4-6
Combined Utility Deposit	\$160.00	

PASSED AND APPROVED this 6th day of January, 2025.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

TO: Airport Commission
FROM: Keri Navratil, City Manager
SUBJECT: Fiscal Year 2025-2026 Budget
DATE: February 4, 2025



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

Due to recent property tax changes (reductions) by the State Legislature coupled with increased costs, the City must reduce the General Fund budget by \$1.9 M. As a result, all operations funded by General Fund property taxes will need to be reduced to achieve a balanced budget as required. Current revenues make current operations throughout the City unsustainable.

As we review each department, a focus will be on how services impact the community with a goal of cutting services that have the least impact on a majority of Storm Lake residents. These revenue reductions are expected to occur next fiscal year and into the future.

In order to aid this effort, please provide City Treasurer Gibbins with the following information:

- Number of landings
- Number of departures
- Gallons of fuel sold
- Number of currently empty hanger spaces

The requested data will need to be submitted by Thursday, February 13, 2025 in order for the City Budget Team to prepare for Council presentations. This information should be simple to provide as it is required to be compiled by Bart's Flying Service as outlined in the Operations Agreement.

In addition, the Airport will need to prepare to reduce the operating and maintenance budget by \$100,000 or find an alternate revenue to make up for the deficit.

Staff Summary

2/10/2025

Agenda Item # B.6.



REPORT TO: Commissioners

FROM: Tyler Gibbins, City Treasurer

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 have not received any additional information from Seneca Companies in regard to repair costs or schedule. The staff has made contact with an alternative provider and has a meeting scheduled for the week of February 10th to review the project on-site for cost considerations.

FISCAL IMPACT: N/A

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

ATTACHMENTS:

None