

**CITY OF STORM LAKE  
AIRPORT COMMISSION MEETING  
STORM LAKE MUNICIPAL AIRPORT  
AIRPORT MEETING ROOM  
NOVEMBER 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. October 2025 Airport Minutes
2. October 2025 Financial Report
3. October 2025 Fuel Report
4. Airport Manager's Monthly Report
5. Airport Capital Improvement Plan Draft
6. Motion to Adjust Fuel Mark-Up Rate
7. 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**

**11/10/2025**  
**Agenda Item # B.1.**



**REPORT TO:** Commissioners

**FROM:** Mayra Martinez, City Clerk

**SUBJECT:** **October 2025 Airport Minutes**

**BACKGROUND:** Approve the October 13, 2025 Minutes.

**FISCAL IMPACT:**

**RECOMMENDATION:**

**ATTACHMENTS:**

- 1. 10/13/2025 Airport Minutes

**Storm Lake Airport Commission  
Regular Meeting, Airport Terminal  
Monday, October 13, 2025, 4:00 P.M.**

Present: Commission Chairperson Robert Ansorge, Commission Members Nathaniel Kitzrow Cynthia Turner, Gary Worthan, and Jason Dierking. Absent: None.

Staff Present: Lee Dutfield

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

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

**New Business**

**Minutes** - Moved by Commissioner Dierking to approve the September 2025 Airport Minutes. Seconded by Commissioner Worthan. Vote: All ayes. Motion carried.

**Financial Report** - Moved by Commissioner Worthan to approve the September 2025 Financial Report. Seconded by Commissioner Dierking. Vote: All ayes. Motion carried

**Fuel Report** - Moved by Commissioner Worthan to approve the September 2025 Fuel Report. Seconded by Commissioner Dierking. Vote: All ayes. Motion carried.

**Airport Manager's Monthly Report** – Bartholomew reported on several maintenance and operational issues, including a water leak in VT's hangar that he is investigating with local construction experts. He noted that a damaged airplane was successfully removed from Hangar Carousel A and discussed fuel orders and usage. Bartholomew also mentioned plans to inspect and repair wind latches in the hangars, particularly those behind Steve Frazier's space. Bartholomew checked runway 6/24 for badger activity and determined no recent activity. Ordered and received 7,499 gallons of jet A fuel. Ordered a ½ load of 100 LL avgas.

Courtesy car usage 8 times miles: 351

Fuel meter readings:

Jet-A 779,825 9104 gallons

Av Gas 178,375.7 2144 gallons

**Administration Report-**

**Airport Capital Improvement Plan** - The Airport Capital Improvement Plan (ACIP) outlines projects through 2030. The plan also includes long-range projects the commission deems necessary for future development. Discussion and direction from the commission on how to proceed with priority is required to draft the ACIP documents for FAA submittal this year. Additional action will be taken by the Commission and City Council prior to submittal to the FAA.

**Storm Lake Airport Commission  
Regular Meeting, Airport Terminal  
Monday, October 13, 2025, 4:00 P.M.**

**Adjourn** – Moved by Commissioner Dierking to adjourn at 4:54 pm. Seconded by Commissioner Worthan. Vote: All ayes. Motion carried.

Mayra A. Martinez, City Clerk

**Staff Summary**

**11/10/2025**  
**Agenda Item # B.2.**



**REPORT TO:** Commissioners

**FROM:** Tyler Gibbins, Finance Director

**SUBJECT:** **October 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 October were \$11,655.02 and the Expenses were \$29,856.20, of which \$20,298.31 were COGS.

We have generated \$5,053.24 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 3 hangar spaces available in Hangar A, 2 in Hangar B, and 1 in Hangar D.

**FISCAL IMPACT:** Total expenses for the month were \$29,856.20 and total

revenues were \$11,655.02.

**RECOMMENDATION:** Review and Approve the Financial Report

**ATTACHMENTS:**

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



Storm Lake, IA

# Detail vs Budget Report

## Account Detail

Date Range: 10/01/2025 - 10/31/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>001 - General Fund</b>								
<b>Revenue</b>								
<a href="#">001-2080-02-4310</a>	Airport Hangar Rent	0.00	-53,600.00	-8,835.00	-6,205.00	-15,040.00	-38,560.00	-71.94 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
10/01/2025	CLPKT06327	03.01.10.2025		CLPKT06327			-975.00	
10/07/2025	CLPKT06341	04.06.10.2025		CLPKT06341			-1,560.00	
10/20/2025	ARPKT01051	Bank Draft Packet: ARPK...		Bank Drafts for Invoice Packet ARPKT0105...			-960.00	
10/21/2025	CLPKT06393	04.20.10.2025		CLPKT06393			-1,565.00	
10/31/2025	CLPKT06437	3.31.10.2025		CLPKT06437			-1,145.00	
<a href="#">001-2080-02-4710</a>	Airport Utilities	0.00	-3,000.00	-315.00	-210.00	-525.00	-2,475.00	-82.50 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
10/01/2025	CLPKT06327	03.01.10.2025		CLPKT06327			-105.00	
10/31/2025	CLPKT06437	3.31.10.2025		CLPKT06437			-105.00	
<a href="#">001-2080-02-4750</a>	Airport Gasoline	0.00	-320,000.00	-56,657.47	-5,240.02	-61,897.49	-258,102.51	-80.66 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
10/02/2025	CLPKT06331	03.02.10.2025		CLPKT06331			-218.66	
10/07/2025	CLPKT06341	04.06.10.2025		CLPKT06341			-64.51	
10/09/2025	CLPKT06349	04.08.10.2025		CLPKT06349			-440.60	
10/15/2025	CLPKT06371	03.14.10.2025		CLPKT06371			-1,700.13	
10/21/2025	CLPKT06393	04.20.10.2025		CLPKT06393			-110.39	
10/22/2025	CLPKT06400	04.21.10.2025		CLPKT06400			-2,395.43	
10/23/2025	CLPKT06413	3.23.10.2025		CLPKT06413			-72.63	
10/27/2025	CLPKT06421	3.27.10.2025		CLPKT06421			-160.73	
10/30/2025	CLPKT06436	3.30.10.2025		CLPKT06436			-76.94	
<b>Revenue Totals:</b>		<b>0.00</b>	<b>-376,600.00</b>	<b>-65,807.47</b>	<b>-11,655.02</b>	<b>-77,462.49</b>	<b>-299,137.51</b>	<b>-79.43 %</b>
<b>Expense</b>								
<a href="#">001-2080-02-6310</a>	Repairs/Maintenance Bldg	0.00	11,500.00	0.00	1,456.25	1,456.25	10,043.75	87.34 %
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>	
10/06/2025	APPKT01040	2468	83381	Broken Underground to Hanger	001281 - RR Electric LLC		1,439.26	
10/06/2025	APPKT01040	51971	6879	Gauge	001178 - Larson Oil & Distributing Co, Inc		16.99	

**Detail vs Budget Report**

Date Range: 10/01/2025 - 10/31/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining	
<a href="#">001-2080-02-6332</a>	Vehicle Repair	0.00	1,000.00	62.92	0.00	62.92	937.08	93.71 %	
<a href="#">001-2080-02-6371</a>	Electric Service	0.00	8,599.61	1,298.35	812.03	2,110.38	6,489.23	75.46 %	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
10/06/2025	APPKT01040	August / September 2025	6883	Electric Services	001074 - MidAmerican Energy Company		371.06		
10/20/2025	APPKT01045	September / October 20...	6948	Electric Services	001074 - MidAmerican Energy Company		440.97		
<a href="#">001-2080-02-6373</a>	Telecommunications	0.00	1,200.00	0.00	0.00	0.00	1,200.00	100.00 %	
<a href="#">001-2080-02-6408</a>	Insurance	0.00	13,245.00	0.00	0.00	0.00	13,245.00	100.00 %	
<a href="#">001-2080-02-6494</a>	Operator Contract	0.00	75,475.39	18,868.86	6,289.62	25,158.48	50,316.91	66.67 %	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
10/20/2025	APPKT01045	October 2025 Airport Co...	6936	October 2025 Airport Contract	001069 - Jim Bartholomew		6,289.62		
<a href="#">001-2080-02-6499</a>	Contractual Services	0.00	17,500.00	8,626.53	431.99	9,058.52	8,441.48	48.24 %	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
10/06/2025	APPKT01040	115173	83349	Pest Control Service	001078 - ABC Pest Control, Inc		95.55		
10/06/2025	APPKT01040	September 2025	6897	Garbage Services	002126 - SGS, LLC		53.75		
10/06/2025	APPKT01040	September 2025	83368	Water Service	001073 - Iowa Lakes Regional Water		60.59		
10/20/2025	APPKT01045	3181794654	83396	Tank Rental	001014 - Amerigas		123.48		
10/20/2025	APPKT01045	October 2025 - Airport	6958	Phone Service - Airport	001070 - Qwest Corporation		98.62		
<a href="#">001-2080-02-6503</a>	Merchandise for resale	0.00	270,000.00	22,854.71	20,298.31	43,153.02	226,846.98	84.02 %	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
10/06/2025	APPKT01040	001343	6874	Jet Fuel	001030 - Eastern Aviation Fuels, Inc		20,298.31		
<a href="#">001-2080-02-6599</a>	Supplies	0.00	10,000.00	948.16	568.00	1,516.16	8,483.84	84.84 %	
<b>Post Date</b>	<b>Packet Number</b>	<b>Source Transaction</b>	<b>Pmt Number</b>	<b>Description</b>	<b>Vendor</b>	<b>Project Account</b>	<b>Amount</b>		
10/06/2025	APPKT01040	75825	6879	Fuel	001178 - Larson Oil & Distributing Co, Inc		568.00		
		<b>Expense Totals:</b>	<b>0.00</b>	<b>408,520.00</b>	<b>52,659.53</b>	<b>29,856.20</b>	<b>82,515.73</b>	<b>326,004.27</b>	<b>-79.80 %</b>
		<b>001 - General Fund Totals:</b>	<b>0.00</b>	<b>31,920.00</b>	<b>-13,147.94</b>	<b>18,201.18</b>	<b>5,053.24</b>	<b>26,866.76</b>	<b>-84.17 %</b>
		<b>Report Total:</b>	<b>0.00</b>	<b>31,920.00</b>	<b>-13,147.94</b>	<b>18,201.18</b>	<b>5,053.24</b>	<b>26,866.76</b>	<b>-84.17 %</b>

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - General Fund	0.00	31,920.00	-13,147.94	18,201.18	5,053.24	26,866.76	
<b>Report Total:</b>	<b>0.00</b>	<b>31,920.00</b>	<b>-13,147.94</b>	<b>18,201.18</b>	<b>5,053.24</b>	<b>26,866.76</b>	

# City of Storm Lake

## Airport Profit/Loss Statement

October 2025

	Budget	Activity	Remaining
<b>Revenue from Operations:</b>			
Hangar Rent	\$ 53,600.00	\$ 15,040.00	\$ 38,560.00
Utility Rent	\$ 3,000.00	\$ 525.00	\$ 2,475.00
Fuel Sales	\$ 320,000.00	\$ 61,897.49	\$ 258,102.51
Misc Airport Rev	\$ -	\$ -	\$ -
	\$ 376,600.00	\$ 77,462.49	\$ 299,137.51
<b>Revenue from Non-Operations:</b>			
			\$ -
Ag Land Rent	\$ 61,000.00	\$ 18,030.60	\$ 42,969.40
Tsfr for Capital		\$ 16,120.00	\$ (16,120.00)
	\$ 61,000.00	\$ 34,150.60	\$ 26,849.40
<b>Expenses from Operations:</b>			
			\$ -
Building Maint/Repairs	\$ 11,500.00	\$ 1,456.25	\$ 10,043.75
Vehicle Repairs	\$ 1,000.00	\$ 62.92	\$ 937.08
Electric Service	\$ 8,599.61	\$ 2,110.38	\$ 6,489.23
Telecommunications	\$ 1,200.00		\$ 1,200.00
Operator Contract	\$ 75,475.39	\$ 25,158.48	\$ 50,316.91
Services	\$ 17,500.00	\$ 9,058.52	\$ 8,441.48
Supplies	\$ 10,000.00	\$ 1,516.16	\$ 8,483.84
	\$ 125,275.00	\$ 39,362.71	\$ 85,912.29
<b>Expenses Non-Operating:</b>			
			\$ -
COGS	\$ 270,000.00	\$ 43,153.02	\$ 226,846.98
Capital Improvements	\$ -	\$ 16,120.00	\$ (16,120.00)
Insurance	\$ 13,245.00		\$ 13,245.00
Grounds Maint (Rec)**		\$ 6,468.75	\$ (6,468.75)
	\$ 283,245.00	\$ 65,741.77	\$ 217,503.23
<b>Net Profit/(Loss)</b>	\$ 29,080.00	\$ 6,508.61	

**	<b>Snow Removal</b>	<b>Lawn Care</b>
Labor	\$ -	\$ 5,175.00
Equipment	\$ -	\$ 1,293.75



Storm Lake, IA

# Project Activity vs Budget Report By Project Number

Date Range: 10/01/2025 - 10/31/2025

Project Number	Project Name	Group	Type	Status				
<a href="#">24X.136745</a>	Apron Expansion Improvements	Airport Projects	Construction	Active				
<b>Revenues</b>			<b>Beginning Balance</b>	<b>Total Activity</b>	<b>Ending Balance</b>	<b>Budget Remaining</b>		
<b>Account Key</b>	<b>Account Name</b>		<b>Total Budget</b>	<b>Date Range Budget</b>				
<a href="#">30100026-04</a>	Apron Expansion- FAA Funds		-271,604.00	-271,604.00	0.00	0.00	0.00	-271,604.00
	<b>Total Revenues:</b>		<b>-271,604.00</b>	<b>-271,604.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-271,604.00</b>
<b>Account Key</b>	<b>Account Name</b>		<b>Total Budget</b>	<b>Date Range Budget</b>	<b>Beginning Balance</b>	<b>Total Activity</b>	<b>Ending Balance</b>	<b>Budget Remaining</b>
<a href="#">30100026-05</a>	Apron Expansion- Local Match		-14,296.00	-14,296.00	-27,000.00	0.00	-27,000.00	12,704.00
	<b>Total Revenues:</b>		<b>-14,296.00</b>	<b>-14,296.00</b>	<b>-27,000.00</b>	<b>0.00</b>	<b>-27,000.00</b>	<b>12,704.00</b>
<b>Expenses</b>			<b>Beginning Balance</b>	<b>Total Activity</b>	<b>Ending Balance</b>	<b>Budget Remaining</b>		
<b>Account Key</b>	<b>Account Name</b>		<b>Total Budget</b>	<b>Date Range Budget</b>				
<a href="#">30100026-02</a>	Apron Expansion- Eng		265,000.00	265,000.00	10,000.00	0.00	10,000.00	255,000.00
	<b>Total Expenses:</b>		<b>265,000.00</b>	<b>265,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>255,000.00</b>
<b>Account Key</b>	<b>Account Name</b>		<b>Total Budget</b>	<b>Date Range Budget</b>	<b>Beginning Balance</b>	<b>Total Activity</b>	<b>Ending Balance</b>	<b>Budget Remaining</b>
<a href="#">30100026-12</a>	Apron Expansion- Env Study		20,900.00	20,900.00	20,900.00	0.00	20,900.00	0.00
	<b>Total Expenses:</b>		<b>20,900.00</b>	<b>20,900.00</b>	<b>20,900.00</b>	<b>0.00</b>	<b>20,900.00</b>	<b>0.00</b>
	<b>24X.136745 Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>3,900.00</b>	<b>0.00</b>	<b>3,900.00</b>	<b>-3,900.00</b>

**Summary**

		<b>Project Summary</b>					
<b>Project Number</b>	<b>Project Name</b>	<b>Total Budget</b>	<b>Date Range Budget</b>	<b>Beginning Balance</b>	<b>Total Activity</b>	<b>Ending Balance</b>	<b>Budget Remaining</b>
<a href="#">24X.136745</a>	Apron Expansion Improvements	0.00	0.00	3,900.00	0.00	3,900.00	-3,900.00
<b>Report Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>3,900.00</b>	<b>0.00</b>	<b>3,900.00</b>	<b>-3,900.00</b>

		<b>Group Summary</b>					
<b>Group</b>	<b>Total Budget</b>	<b>Date Range Budget</b>	<b>Beginning Balance</b>	<b>Total Activity</b>	<b>Ending Balance</b>	<b>Budget Remaining</b>	
Airport Projects	0.00	0.00	3,900.00	0.00	3,900.00	-3,900.00	
<b>Report Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>3,900.00</b>	<b>0.00</b>	<b>3,900.00</b>	<b>-3,900.00</b>

		<b>Type Summary</b>					
<b>Group</b>	<b>Total Budget</b>	<b>Date Range Budget</b>	<b>Beginning Balance</b>	<b>Total Activity</b>	<b>Ending Balance</b>	<b>Budget Remaining</b>	
Construction	0.00	0.00	3,900.00	0.00	3,900.00	-3,900.00	
<b>Report Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>3,900.00</b>	<b>0.00</b>	<b>3,900.00</b>	<b>-3,900.00</b>

**FY 2025-2026 Hangar Rent**

<b>Hangar</b>	<b>Price/Month</b>	<b># of spots available</b>	<b># Rented</b>
A	65.00	4	1
B	65.00	4	2
C		This is VT's Hangar	
D	80.00	6	5
E	95.00	6	6
F	135.00	5	5
F	150.00	1	1
		<u>26</u>	<u>20</u> TOTAL

**Staff Summary**

**11/10/2025**  
**Agenda Item # B.3.**



**REPORT TO:** Commissioners

**FROM:** Tyler Gibbins, Finance Director

**SUBJECT:** **October 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 \$5,430.35
- AV Gas = \$2,234.44 or 36.96% of the total sales (585.010 gallons)
- Jet Fuel = \$3,195.91 or 63.04% of the total sales (677.100 Gallons)
- Hangar Renters accounted for \$0 of the total sales or 0.00%
- The Fixed Based Operator (FBO) accounted for \$918.26 of fuel sales or 16.91%
- Outside non-based aircraft accounted for \$4,512.09 of the total sales or 83.09%
- 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. (Note: Partial AV Gas rate change to \$6.09 on 11/4/2025)

On the Fuel Readings Report note the AV Gas on the Mechanical reading is showing we should have sold 1.760 gallons more.

On the Fuel Readings Report note the Jet A Fuel on the Mechanical reading for the month is showing we sold 0.900 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 (\$5,240.02) and add the October transactions (\$65.16) that hit the GL in November and then add the service charges and testing transactions to balance (\$11,508.32).

You can see the service charges are \$125.17 for the month and the amount used for monthly testing was \$0.00.

**FISCAL IMPACT:** Total Fuel Sales for the month of October were \$5,430.35.

**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	\$ -		
Of which is VT	\$ -		
Bart's Flying Service	\$ 918.26	\$ 918.26	
Credit Cards	\$ 4,512.09	\$ 1,316.18	\$ 3,195.91
Other Purchases	\$ -		
	\$ 5,430.35	\$ 2,234.44	\$ 3,195.91
<b>Total FM Sales=</b>	<b>\$ 5,430.35</b>		

Gallons

	Sales Breakout	AV Gas	Jet Fuel
Test Card	-		
Hangar Renters	-		
Of which is VT	-		
Bart's Flying Service	196.630	196.630	
Credit Cards	877.430	200.330	677.100
Other Purchases	-		
	1,074.060	396.960	677.100
<b>Total FM Sales=</b>	<b>1,074.060</b>		

Price of Fuel:

Beginning	6.57	4.72
End	6.57	4.72

# City of Storm Lake Airport Fuel Report

	AV Gas	Jet Fuel
Beginning Fuel Reading	2,144.000	9,104.000
Before Fueling	2007	
After Fueling	6199	
Before Fueling		
After Fueling		
Fuel Added for Month	4,192.000	-
Ending Fuel Reading	5,949.000	8,446.000
Total=	387.000	658.000

	Stick Reading	Jet Fuel
Beginning Fuel Reading	2,148.000    21 1/2	9,157.000    79 7/8
Before Fueling	2,009.000    20 1/2	
After Fueling	6,231.000    47 1/4	
Before Fueling		-
After Fueling		
Fuel Added for Month	4,222.000	-
Ending Fuel Reading	5,961.000    45 5/8	8,464.00    72 1/2
Total=	409.000	693.000

	Mechanical Reading	Jet Fuel
Beginning Fuel Reading	178,375.700	779,825.000
Before Fueling		
After Fueling		
Fuel Added for Month		
Ending Fuel Reading	178,770.900	780,503.000
Total=	395.200	678.000

<b>Next Mo Sales b4 Reading</b>	27.27	
<b>Actual</b>	396.96	677.10

# City of Storm Lake

## Airport Fuel Report

Running Month to Month Difference in Fuel Redings  
Calendar Year 2025

		<u>AV Gas</u>						172,662.200	
Start Read=		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	Short	7.130	-0.180	Long	54.93	28.62	Short	86.380	-0.020
March	Short	-1.370	-8.500	Short	14.43	-40.5	Short	84.400	-1.980
April	Short	-9.620	-8.250	Short	8.18	-6.25	Short	82.930	-1.470
May	Short	-12.720	-3.100	Short	-3.92	-12.1	Long	99.930	17.000
June							Short	76.590	-23.340
July							Short	67.450	-9.140
August				Short	-22.4	-18.48	Short	63.470	-3.980
September	Short	-28.460	-15.740	Long	-21.14	1.26	short	60.030	-3.440
October	Short	-38.420	-9.960	Long	-9.1	12.04	Short	58.270	-1.760
November									
December									
Total Difference=		-38.420		-9.1				58.270	

		<u>Jet A</u>						753,560.000	
Start Read=		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				Short	-191.600	-106.1	Short	-26.600	-63.100
March				Short	-265.200	-73.6	Long	39.800	66.400
April				Long	-243.500	21.7	Long	41.500	1.700
May				Long	-202.5	41	Long	41.700	0.200
June				Short	-258.1	-55.6	Long	42.100	0.400
July				Short	-335.9	-77.8	Long	43.300	1.200
August				Short	-344.4	-8.5	Long	43.800	0.500
September	Short	-6.200	-6.200	Long	-324.6	19.8	Long	44.600	0.800
October	Short	-25.300	-19.100	Long	-308.7	15.9	Long	45.500	0.900
November									
December									
Total Difference=		-25.300		-308.7				45.500	

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



## Staff Summary

11/10/2025

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, 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 October, 2025

10/06 Installed new furnace filter.  
10/08 Talked to Fuel Master about upgrades to software.  
10/09 Received 4250 gallons of 100LL gas.  
10/17 Drove runway 06/24 checking for badger holes.  
10/19 found new badger holes on runway 06.  
10/24 Found new badger holes on north & south sides of runway 13.  
10/29 Talked to Tony Nielsen about trapping badgers.  
10/31 PAPI on 35 doesn't work, also the REILS on 17/35 don't work.  
10/31 Tony set four traps for the badgers.  
10/31 At present time we have five active student pilots, and Travis Brotherson received his multi engine rating on 10/23.

Courtesy car usage 5 miles 121  
Fuel meter readings  
Jet-A 780503 / 8446 gallons  
Avgas 178770.9 / 5949 gallons

## Staff Summary

11/10/2025  
Agenda Item # B.5.



**REPORT TO:** Commissioners

**FROM:** Tyler Gibbins, Finance Director

**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 revised ACIP and approve the draft submission to the FAA for comments.

**ATTACHMENTS:**

1. Storm Lake CIP Draft CIP for FAA review
2. FAA Capital Outlook

**FIVE-YEAR AIRPORT  
CAPITAL IMPROVEMENT PROGRAM  
(CIP)**

Airport Name: Storm Lake Municipal Airport (SLB)  
 Prepared By: Bolton & Menk Inc.  
 Date Prepared: Draft for FAA Comment - October 13, 2025

Telephone: \_\_\_\_\_  
 Date Approved: \_\_\_\_\_

Available Entitlement Funds		\$ 600,000	\$ 150,000	\$ 300,000	\$ 450,000	\$ 600,000	\$ 150,000
Available BIL Funds		\$ 526,896					
Project Description	Funding Source	FY 2026 (Go Letter Pending)	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Apron Expansion - Construction	<b>Federal</b>	\$ 600,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>BIL</b>	\$ 570,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>State</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Local</b>	\$ 130,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Total</b>	\$ 1,300,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Fuel Tank Replacement and Relocation of Cabinets (Iowa DOT Funded)	<b>Federal</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>BIL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>State</b>	\$ -	\$ 450,000.00	\$ -	\$ -	\$ -	\$ -
	<b>Local</b>	\$ -	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -
	<b>Total</b>	\$ -	\$ 600,000.00	\$ -	\$ -	\$ -	\$ -
Fuel Tank Removal (Iowa DNR Funded)	<b>Federal</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>BIL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>State</b>	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
	<b>Local</b>	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -
	<b>Total</b>	\$ -	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
PAPIs and REILs (Iowa DOT Funded)	<b>Federal</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>BIL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>State</b>	\$ -	\$ -	\$ 320,000.00	\$ -	\$ -	\$ -
	<b>Local</b>	\$ -	\$ -	\$ 80,000.00	\$ -	\$ -	\$ -
	<b>Total</b>	\$ -	\$ -	\$ 400,000.00	\$ -	\$ -	\$ -
AWOS Replacement No Road Surface Improvements No Power Improvements RF Communication Only (Iowa DOT Funded)	<b>Federal</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>BIL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>State</b>	\$ -	\$ -	\$ -	\$ 262,500.00	\$ -	\$ -
	<b>Local</b>	\$ -	\$ -	\$ -	\$ 87,500.00	\$ -	\$ -
	<b>Total</b>	\$ -	\$ -	\$ -	\$ 350,000.00	\$ -	\$ -
Parallel Taxiway for Runway 17/35 <i>Partial Parallel - Turnaround to Turnaround on End 35</i>	<b>Federal</b>	\$ -	\$ -	\$ -	\$ -	\$ 1,440,000.00	\$ -
	<b>BIL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>State</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Local</b>	\$ -	\$ -	\$ -	\$ -	\$ 160,000.00	\$ -
	<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 1,600,000.00	\$ -
	<b>Federal</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>BIL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>State</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Local</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Available Entitlement Funds		\$ -	\$ 150,000	\$ 300,000	\$ 450,000	\$ -	\$ 150,000
Available BIL Funds		\$ (43,104)					

\*Project Estimates will be verified after discussion of priorities and before finalizing the CIP. The estimates utilized in the discussions are placeholders until validated

Proposed Airport Capital Plan

Estimated Available Entitlement Summary					
	2023 <sup>1</sup>	2024	2025	2026 <sup>2</sup>	Total
AIP	\$150,000	\$150,000	\$150,000	\$150,000	\$600,000
IJA <sup>3</sup>	\$108,896	\$144,000	\$137,000	\$137,000	\$526,896

You have funds that expire on September 30, 2026

You have funds that expire on September 30, 2026

<sup>1</sup> FFY 2023 AIP Entitlement will expire in FFY 2026

<sup>2</sup> FFY 2026 AIP Nonprimary Entitlement unknown pending legislation - \$150,000 is assumed for planning

<sup>3</sup> IJA Allotment is recalculated each fiscal year (previous FY's amount assumed for planning)

City	Site	LOC	Project Description	Runway	Planned FFY	Federal Share for Project Phase (Typically 90% of Eligible Cost)	Estimated Total Project Cost	NPR	Project Phase	Project Remarks	Details
Storm Lake	Storm Lake Municipal	SLB	Expand Apron		2026	\$ 576,500	\$ 1,389,583	61	3/4	Expand transient apron to the south 100' (~7500 sq yds). ADG B-II aircraft.	Construction [NPE portion]
Storm Lake	Storm Lake Municipal	SLB	Expand Apron		2026	\$ 472,000	\$ 1,389,583	61	4/4	Expand transient apron to the south 100' (~7500 sq yds). ADG B-II aircraft.	BIL AIG - Construction

BILA

Future Projects

Install Runway Visual Guidance System	13/31	O	\$ 285,000	\$ 300,000	73	Install new PAPIs REILs supplemental wind-cones to support operations on Runway 13-31. This is a single phase project with design and construction in the same fiscal year.
Construct Taxiway		O	\$ 2,470,000	\$ 2,600,000	69	Parallel taxiway for Runway 13-31 (3500x25 ADG-I TDG-1B)
Acquire Easements/Land For Approaches		O	\$ 285,000	\$ 300,000	67	Acquire land easement for approaches to Runway 31 RPZ in fee
Construct/Expand Hangar		O	\$ 950,000	\$ 1,000,000	24	6 unit t-hangar. Per FAA Order 5100.38D Table O-3 f. hangar projects may be eligible at nonprimary airports using entitlements. The sponsor must make adequate provisions for financing higher priority airfield projects that are currently required before this revenue-producing work.

**Staff Summary**

**11/10/2025**  
**Agenda Item # B.6.**



**REPORT TO:** Commissioners  
**FROM:** Tyler Gibbins, Finance Director  
**SUBJECT:** **Motion to Adjust Fuel Mark-Up Rate**

**BACKGROUND:** As discussed during the February budget meeting and presentation to the City Council, the commission increased the existing fuel markup price to \$2.00 in lieu of cutting costs due to fiscal constraints.

Once a load of fuel is purchased and notification provided by BFS, the rate is determined and set for the entirety of the load. The Commission currently offers a \$1.90 discount to Bart's Flying Service per the Manager's Contract and a \$0.10 discount to all hangar tenants who comply with their Hangar Lease Agreement and provide information to staff.

Based on the total fuel gallons sold in 2024, the additional \$1.00 markup was projected to increase revenues by \$29,640 due to the amount of discounts provided if the volume remained consistent. The numbers for January to October for the previous 4 years are below for consideration:

	2025	2024	2023	2022
Fuel Sales Revenue	\$ 131,022.96	\$ 238,014.64	\$ 213,160.32	\$ 362,748.06
COGS	\$ 83,963.08	\$ 187,332.41	\$ 155,506.76	\$ 317,887.55
Mark-Up Revenue	\$ 47,059.88	\$ 50,682.23	\$ 57,653.56	\$ 44,860.51

	2025	2024	2023	2022
Fuel Volume (Gal)	32,947.880	50,915.370	50,092.270	76,974.610
AV Gas	6,050.380	8,928.670	5,631.270	20,519.810
Jet Fuel	26,897.500	41,986.700	44,461.000	56,454.800

	2025	2024	2023	2022
Transactions	366	427	384	765
AV Gas	271	292	254	574
Jet Fuel	95	135	130	191

**FISCAL IMPACT:** The fiscal impact will be directly related to the direction of the Commission.

**RECOMMENDATION:** Direction of the Commission

**ATTACHMENTS:**

1. FY2026 Budget Memo



February 25, 2025

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

Honorable Mayor, City Council and Storm Lake Community:

The City Manager's Recommendation FY 2025-20256 Budget is offered for your review and consideration. In order to present a balanced budget, there were significant challenges and cost reductions that are suggested for the Mayor and Council's consideration.

It is evident due to recent legislation that Property Tax reform (HF718) and other forms of fee reductions being considered at the State level that the public has an appetite to have smaller local government. To our community members and State of Iowa- we hear your message.

The budget presented does include recommended program cuts as well a hiring freeze for general fund positions. Priorities for projects and programs were determined by City Council during their annual Strategic Planning session. In addition, the Mayor, City Council and Leadership Team have made a concerted effort to provide our employees market rate compensation packages in order to strive to have the best and most qualified staff. This budget package does include a modest 2.5% pay increase that is expected to be sustainable in the future. We are still in collective bargaining with the Police Department.

The FY 2025-2026 City Manager's Recommended budget is a balanced budget due to moving more capital projects and additional transfer of costs to Local Option Sales Tax and Franchise Fees. By default the City had to move that direction when backfill was removed and significant property rollbacks occurred.

Our current Fiscal Year 2024-2025 is our first year experiencing the revenue ramifications from the new property tax reform. Property taxes cover 100% of our Public Safety, Library, Park systems, Recreation and Outside Agency funding. What HF 718 did is reduce the amount of collected property tax in communities that are growing, such as ours. The revenue reduction, coupled with increased cost for insurance, utilities and equipment has created a situation we are experiencing now.

The General Fund Balance will also be able to remain at 40% which will allow for six (6) months of government operations to continue should we experience a disaster. It is also important to note that our bond rating would suffer if we do not sustain a 40% fund balance.

Utilizing fund balances is not a sustainable solution to the revenue deficit we are experiencing. The Leadership Team made decisions that were long term and able to provide the Mayor, City Council and our community members a stable and sustainable budget.

In order to make that happen the following reductions are recommended with an anticipated budget reduction of \$437,000:

- Hiring freeze will allow for five positions to not be filled \$ 100,000
- Library reduction of hours by 2080 and materials \$ 37,000
- Removal of portable toilets at parks \$25,000
- Removal of kayak/bike rentals \$15,000
- Removal of in-kind economic development such as curb cuts/replacements etc.- varies/yr.
- Removal of derelict building program \$70,000
- Airport budget reduction of \$100,000
- Outdoor Waterpark/Golf Course reduce expenses or increase revenues by 15% \$40,000
- Outside Agency Reductions- \$50,000

These recommended budget reductions do not conflict with the 2025 adopted City Council Goals and Priorities.

- Water & Wastewater
- Economic Development Retail & Restaurants
- Street Resurfacing & Maintenance
- Fire Department modernization and expansion
- Recreation Center
- Housing
- Daycare Center
- Spoil Site Development
- Police Recruitment and Retention

With the exception of the Airport, all departments have committed to the above mentioned reductions. Budget reductions or revenue enhancements will be discussed at the March Airport Commission meeting, however preliminary information shared equates to \$37,000 of revenue generation still leaving the need for \$63,000 budget reduction.

Roughly one-third (1/3) of the total tax bill is the City levy. For the first time in seven (7) years our tax levy increased and proposed to be \$15.17441. This is due to the pre-payment of fire apparatus that added \$0.58217 to the levy this year. This one year increase saved over \$600,000 of tax payer dollars.

We are finally able to refine our benefit levy. It would be a disservice to those in our community if we were not transparent and show the true cost to cost to run local government. This levy does reflect the five (5) positions removed from payroll.

I am proud of the dedicated professionals that encompass our organization and thank you for all of your hard work and dedication to the Mayor, City Council and Community of Storm Lake. It is truly my privilege and pleasure to serve the Mayor, City Council and the community of Storm Lake.

Keri Navratil  
City Manager

**Staff Summary**

**11/10/2025**  
**Agenda Item # B.7.**



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, 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.

**Apron Construction Design Project**

BMI to provide any update to the Commission.

**NOTAM Resolution**

During last month's meeting, there were concerns with an existing NOTAM issued at SLB. Has this concern been resolved?

**FISCAL IMPACT:** N/A

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

**ATTACHMENTS:**

None