



## **Agenda**

### **Airport Board**

Municipal Airport, 19623 40th Street, Oelwein, Iowa

6:30 PM

September 15, 2022

Oelwein, Iowa

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**Mayor:** Brett DeVore

**Mayor Pro Tem:** Lynda Payne

**Board Members:** Greg Bryan, Ken Woodraska, Tommy Nations, John Bagge, Jim Tuchscherer

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#### **CALL TO ORDER**

#### **ROLL CALL**

#### **APPROVAL OF MINUTES**

- [1.](#) 8-18-2022 Minutes

#### **EXPENSE REVIEW**

- [2.](#) Expense Review.

#### **FBO REPORT**

#### **OLD BUSINESS**

#### **NEW BUSINESS**

#### **SCHEDULE NEXT MEETING DATE**

#### **ADJOURNMENT**

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In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



# Minutes

Airport Board

Municipal Airport, 19623 40th Street, Oelwein, Iowa

August 18, 2022 - 6:30 PM

## CALL TO ORDER

Meeting called to order 6:30 p.m.

## ROLL CALL

Present: Bryan, Woodruska, Tuchscherer, Nations, Bagge, City Liaison Stewart, FBO Tegeler

Also Present: Mayor Brett Devore, Council Member Lynda Payne, Council Member Dave Garrigus, Pam Tegeler

## APPROVAL OF MINUTES

Motion Woodruska, Second Tuchscherer to approve the June 16 minutes noting a comment regarding the meeting packets being sent out 4 days before the meeting was omitted. All Ayes Expenses were reviewed with discussion on the courtesy car donation box and \$45,000. Misc. income.

## FBO REPORT

In April, the board approved replacing the lights in the shop storage room. Mulfinger will be contacted regarding the progress of this. Both runways will be closed for a period during the crack sealing project. It was agreed the City should provide notice to tenants once the contractor's schedule has been submitted.

## OLD BUSINESS

The CIP projects were prioritized as follows:

1. Lighting Vault replacement
2. Acquire snow removal equipment
3. Install vertical/visual guidance system

## NEW BUSINESS

As requested, the board reviewed the area hangar rental rates. It was determined that OLZ was within the average rate range. Currently there are four vacant hangars.

Motion was made by Tuchscherer, Second Nations, to not increase the hangar rates. All Ayes The windows that were broken by rocks from the lawn mower were discussed.

It was decided the stop sign at the airport exit would not be replaced.

**Next Meeting** - September 15

Motion Nations, Second Tuchscherer to adjourn the meeting at 7:15 PM. All eyes

CITY OF OELWEIN  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING AUGUST 31, 2022

Item 2.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>AIRPORT</u>						
001-2800-43110	HANGAR RENT	651.00	1,842.00	16,000.00	14,158.00	11.5
001-2800-43120	LAND RENT	.00	.00	32,000.00	32,000.00	.0
001-2800-47053	COURTESY CAR DONATIONS	.00	128.08	100.00	( 28.08)	128.1
001-2800-47130	JET A/100LL FUEL REIMBURSEMENT	3,121.80	3,121.80	4,500.00	1,378.20	69.4
	TOTAL AIRPORT	3,772.80	5,091.88	52,600.00	47,508.12	9.7
	TOTAL FUND REVENUE	3,772.80	5,091.88	52,600.00	47,508.12	9.7

CITY OF OELWEIN  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2022

Item 2.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>						
001-2800-60100	SALARY	.00	52.24	500.00	447.76	10.5
001-2800-63100	BUILDING	1,252.71	22,744.35	3,000.00	( 19,744.35)	758.2
001-2800-63310	VEHICLE	.00	.00	1,500.00	1,500.00	.0
001-2800-63730	COMMUNICATIONS	75.88	151.76	1,000.00	848.24	15.2
001-2800-63810	UTILITIES	397.88	688.85	5,500.00	4,811.15	12.5
001-2800-64950	CONTRACTS	2,941.00	5,882.00	36,414.00	30,532.00	16.2
001-2800-65041	EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
001-2800-65060	OFFICE SUPPLIES	.00	.00	500.00	500.00	.0
	<b>TOTAL AIRPORT</b>	<u>4,667.47</u>	<u>29,519.20</u>	<u>50,914.00</u>	<u>21,394.80</u>	<u>58.0</u>
	<b>TOTAL FUND EXPENDITURES</b>	<u>4,667.47</u>	<u>29,519.20</u>	<u>50,914.00</u>	<u>21,394.80</u>	<u>58.0</u>
	<b>NET REVENUE OVER EXPENDITURES</b>	<u>( 894.67)</u>	<u>( 24,427.32)</u>	<u>1,686.00</u>	<u>26,113.32</u>	<u>(1448.</u>

Report Criteria:

Actual amounts

All accounts

Account.Account number = "001280043110"- "001280065060"

Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>001-2800-43110 HANGAR RENT</b>				
AR	Payment Applied - Hangars - KYLE RICH-CROP		56.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		90.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		90.00-	
AR	Payment Applied - Hangars - KYLE RICH-CROP		155.00-	
AR	Payment Applied - Hangars - PAUL MARCOTTE		65.00-	
AR	Payment Applied - Hangars - MICHAEL WILHEL		65.00-	
AR	Payment Applied - Hangars - KATHERINE McCA		65.00-	
AR	Payment Applied - Hangars - BILL WALENCEUS		65.00-	
YTD Encumbrance	.00 YTD Actual	1,842.00- Total	1,842.00- YTD Budget	16,000.00- Unearned 14,158.00

<b>001-2800-43120 LAND RENT</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	32,000.00- Unearned 32,000.00

<b>001-2800-47053 COURTESY CAR DONATIONS</b>				
YTD Encumbrance	.00 YTD Actual	128.08- Total	128.08- YTD Budget	100.00- Unearned 28.08-

<b>001-2800-47100 ELECTRICAL REIMBURSEMENT</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00

<b>001-2800-47130 JET A/100LL FUEL REIMBURSEMENT</b>				
CR	JET A/100LL FUEL REIMBURSEMENT - TEGEL		3,121.80-	
	Description: JET A/100LL FUEL REIMBURSEMENT - TEGELER AVIATION			
YTD Encumbrance	.00 YTD Actual	3,121.80- Total	3,121.80- YTD Budget	4,500.00- Unearned 1,378.20

<b>001-2800-47990 MISC</b>				
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00

<b>001-2800-60100 SALARY</b>				
YTD Encumbrance	.00 YTD Actual	52.24 Total	52.24 YTD Budget	500.00 Unexpended 447.76

<b>001-2800-63100 BUILDING</b>				
AP	CULLIGAN WATER CONDITIONING	7.00		
	**Desc: DRINKING WATER BOTTLES			
AP	FAREWAY STORES INC	80.71		
	**Desc: PAPER TOWELS/TP/TRASH BAGS/CLEANING SUPPLIES/DISH SOAP			
AP	CULLIGAN WATER CONDITIONING	7.00		
	**Desc: DRINKING WATER BOTTLES			
AP	MULGREW OIL CO	1,118.00		
	**Desc: LP GAS AIRPORT			
AP	IOWA STATE FIRE MARSHAL DIVISION	40.00		
	**Desc: ANNUAL TANK REG RENEWAL			



Fund	Beg Balance	Revenue	Expense	Transfers	Fund Balance	BANK BALANCE
001 General	919,479.62	67,740.37	218,541.78	(916.67)	767,761.54	
051 County Emergency Manage	2,192.37	19.76	-	-	2,212.13	
110 Road Use Tax	694,491.14	60,398.97	32,538.74	-	722,351.37	
112 Trust and Agency	491,757.23	925.70	79,694.10	-	412,988.83	
113 Flex Spending	1,436.73	1,752.40	1,752.40	-	1,436.73	1,436.73
119 Emergency	664.74	37.72	-	-	702.46	
120 Sidewalks Repaired/Replaced	-	-	-	-	-	
121 Sales Tax	113,972.33	50,700.55	-	-	164,672.88	
122 Hotel/Motel Tax	24,989.08	19,825.54	7,500.00	-	37,314.62	
123 Gas-Electric Franchise Fee	45,192.17	189,314.07	10,351.75	(21,122.00)	203,032.49	
124 Library Bequest	373,533.21	176.55	-	-	373,709.76	
126 Downtown TIF	216,386.00	-	-	-	216,386.00	
127 Industrial Park TIF	-	-	-	-	-	
128 Ind Park SubFund TIF East Penn	226,481.96	49.45	-	-	226,531.41	
132 DARE	5,159.35	-	-	-	5,159.35	
136 Trees Forever	19,455.82	-	-	-	19,455.82	
146 Oelwein Housing Revolving Loan Fund	126,491.25	356.61	13,103.99	-	113,743.87	
160 Econ Dev (\$12,500 Wellness Res)	627,540.72	137.02	14,260.71	-	613,417.03	
161 IRP Revolving Loan	248,800.70	17,177.71	1,031.59	-	264,946.82	264,946.82
162 Downtown Business Grants	155,525.32	33.96	-	-	155,559.28	
167 Oelwein Volunteer Fire Dept	22,043.93	1,000.00	-	916.67	23,960.60	
177 Forfeit Assets	2,435.52	380.17	-	-	2,815.69	
200 Debt Service	364,456.20	435.76	-	21,122.00	386,013.96	
201 Water Bondsinking	77,524.01	16.93	-	16,472.00	94,012.94	
202 Sewer Bondsinking	156,497.33	34.17	-	57,132.00	213,663.50	
205 Special Assessments	16.87	6,946.52	-	-	6,963.39	
214 2016A GO UR ED Bond Ind Pk Land	-	-	-	-	-	
282 CDBG Housing Rehab	-	-	-	-	-	
286 2016B GO Bond (Rise City Port)	-	-	-	-	-	
287 2020 GO Bond	88,583.46	19.34	-	-	88,602.80	
288 2016D Water Revenue Bond	-	-	-	-	-	
302 Oelwein Housing Teardown	143,520.00	-	3,014.45	-	140,505.55	
305 Airport Grant	(24,919.52)	36,471.60	5,400.00	-	6,152.08	
307 Tri Park Trail Extensions	798,971.02	174.45	2,205.50	-	796,939.97	
310 Plaza Park Expansion (OCAD Project)	179,340.12	3,681.00	1,894.39	-	181,126.73	
314 Oel Ind Park E Penn/14th St Ext	149,237.29	32.58	-	-	149,269.87	
360 Cares Act NE Sewer Replacement	442,005.79	441,189.19	-	-	883,194.98	
385 Water Main Rpl 1 Av NE 5 & 12 Av SE	(236,845.69)	67,463.00	85,951.32	-	(255,334.01)	
386 42 Well Rehab	-	-	-	-	-	
387 2023 St Overlay	590,750.25	128.98	-	-	590,879.23	
393 2022 Go Bond Construction	465,129.27	101.56	-	-	465,230.83	
397 Railroad Grant-Viaduct	22,594.73	4.93	-	-	22,599.66	
501 Cemetery Perp Care	293,111.78	240.35	-	-	293,352.13	8,292.13
600 Water (2016D Reserve \$67,000)	422,172.97	128,902.36	67,173.03	(16,472.00)	467,430.30	
601 Water Infrastructure Fee	387,090.61	6,005.25	-	-	393,095.86	
620 Customer Water Deposits	143,643.86	4,350.00	5,073.85	-	142,920.01	
640 Fuel	(1,548.71)	10,427.30	-	-	8,878.59	
670 Landfill	(9,508.03)	49,792.31	28,284.16	-	12,000.12	
671 Recycling	(11,542.82)	6,519.86	270.10	-	(5,293.06)	
672 ROW Trees Utility Fee	19,922.88	8,318.70	4,642.02	-	23,599.56	
680 Wellness Center	32,252.47	12,678.66	14,103.97	-	30,827.16	
700 Sewer/Waste Treatment	966,287.19	152,354.91	55,674.54	(52,887.00)	1,010,080.56	
701 Sewer Infrastructure Fee	113,093.59	0.07	-	(4,245.00)	108,848.66	
706 1st St SW Sewer	76,304.66	16.66	-	-	76,321.32	
	<b>9,966,170.77</b>	<b>1,346,332.99</b>	<b>652,462.39</b>		<b>10,660,041.37</b>	

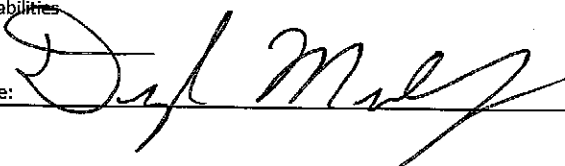
Item 2.

1,436.73

264,946.82

8,292.13

Fidelity 999-1003 and Community 999-1004 Money Market Accounts	9,580,493.85
CD'S Cemetery \$285,000 501-1001	285,000.00
Fidelity IRP 999-1001/Flex 999-1002/Cem Perp Bank Ckng 501-1002	274,675.68
Unapplied Accounts Receivable	-
Balance Checking Account 999-1000	519,871.84
Payroll Liabilities	-
	<b>10,660,041.37</b>
	<b>10,660,041.37</b>

Signature:  Date: 9/6/22

8/1/2022

8/31/2022

7/31/2022

Item 2.

revenue	expense	transfer in	transfer out	
001- -4	001- -6	001- -49	001- -69	-
051- -4	051- -6	051- -49	051- -69	-
110- -4	110- -6	110- -49	110- -69	-
112- -4	112- -6	112- -49	112- -69	-
113- -4	113- -6	113- -49	113- -69	-
119- -4	119- -6	119- -49	119- -69	-
120- -4	120- -6	120- -49	120- -69	-
121- -4	121- -6	121- -49	121- -69	-
122- -4	122- -6	122- -49	122- -69	-
123- -4	123- -6	123- -49	123- -69	-
124- -4	124- -6	124- -49	124- -69	-
126- -4	126- -6	126- -49	126- -69	-
127- -4	127- -6	127- -49	127- -69	-
128- -4	128- -6	128- -49	128- -69	-
132- -4	132- -6	132- -49	132- -69	-
136- -4	136- -6	136- -49	136- -69	-
146- -4	146- -6	146- -49	146- -69	-
160- -4	160- -6	160- -49	160- -69	-
161- -4	161- -6	161- -49	161- -69	-
162- -4	162- -6	162- -49	162- -69	-
167- -4	167- -6	167- -49	167- -69	(916.67)
177- -4	177- -6	177- -49	177- -69	-
200- -4	200- -6	200- -49	200- -69	(21,122.00)
201- -4	201- -6	201- -49	201- -69	(16,472.00)
202- -4	202- -6	202- -49	202- -69	(57,132.00)
205- -4	205- -6	205- -49	205- -69	-
214- -4	214- -6	214- -49	214- -69	-
282- -4	282- -6	282- -49	282- -69	-
286- -4	286- -6	286- -49	286- -69	-
287- -4	287- -6	287- -49	287- -69	-
288- -4	288- -6	288- -49	288- -69	-
302- -4	302- -6	302- -49	302- -69	-
305- -4	305- -6	305- -49	305- -69	-
307- -4	307- -6	307- -49	307- -69	-
310- -4	310- -6	310- -49	310- -69	-
314- -4	314- -6	314- -49	314- -69	-
360- -4	360- -6	360- -49	360- -69	-
385- -4	385- -6	385- -49	385- -69	-
386- -4	386- -6	386- -49	386- -69	-
387- -4	387- -6	387- -49	387- -69	-
393- -4	393- -6	393- -49	393- -69	-
397- -4	397- -6	397- -49	397- -69	-
501- -4	501- -6	501- -49	501- -69	-
600- -4	600- -6	600- -49	600- -69	-
601- -4	601- -6	601- -49	601- -69	-
620- -4	620- -6	620- -49	620- -69	-
640- -4	640- -6	640- -49	640- -69	-
670- -4	670- -6	670- -49	670- -69	-
671- -4	671- -6	671- -49	671- -69	-
672- -4	672- -6	672- -49	672- -69	-
680- -4	680- -6	680- -49	680- -69	-
700- -4	700- -6	700- -49	700- -69	-
701- -4	701- -6	701- -49	701- -69	0.00
706- -4	706- -6	706- -49	706- -69	-

(95,642.67)

Revenue check - should equal transfers

519,871.84

0.00

0.00

0.00

0.00

519,871.84

9991000 Checking

9991111 Utility

9991112 Accounts Receivable

0012120 payroll liabilities

-2020 accounts payable

Ckg Bal to match

Col I Line 62

001-1301