



## **Agenda**

**Airport Board**

Municipal Airport, 19623 40th Street, Oelwein, Iowa

6:30 PM

September 16, 2021  
Oelwein, Iowa

---

**Mayor:** Brett DeVore

**Mayor Pro Tem:** Warren Fisk

---

### **CALL TO ORDER**

### **ROLL CALL**

### **APPROVAL OF MINUTES**

- [1.](#) Consideration of a motion to approve the minutes of the August 19, 2021 meeting

### **EXPENSE REVIEW**

- [2.](#) Review of Expense and Revenue Reports

### **FBO REPORT**

### **OLD BUSINESS**

### **NEW BUSINESS**

### **SCHEDULE NEXT MEETING DATE**

### **ADJOURNMENT**

---

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 19, 2021 - 6:30 PM

CALL TO ORDER BY BRYAN AT 6:30 P.M.

ROLL CALL	PRESENT:	Nations, Woodraska, Tuchscherer, Bryan
	ABSENT:	Bagge
	ALSO PRESENT:	Council Liaison Stewart, FBO Tegeler

## APPROVAL OF MINUTES

A motion was made by Woodraska, seconded by Tuchscherer to approve the minutes of the June 24, 2021 meeting. All voted aye.

Motion Carried

## EXPENSE REVIEW

The reports were reviewed and accepted as presented.

## FBO REPORT

Tegeler stated he has not heard anything on the new fuel pumps/card reader system. Bryan said he had spoken with City Administrator Mulfinger who is working with two different suppliers on the system. The fuel tanks will not be replaced.

Young Eagles flying event is this Saturday from 8:00 – noon. 70 participants have pre-registered. Walk-ins are also anticipated.

Tegeler noted he needs to do some small welding repairs on hangars.

There are currently two hangar vacancies. Folsom has vacated his hangar and a new tenant from Postville has arrived. It was reported there was no response to the Barnstormer advertisement.

Crop dusting is 95% complete. No incidents or difficulties occurred during the season.

## OLD BUSINESS

The recliner was delivered from Furniture Showcase.

Crack Sealing – Woodraska noted the money for the crack sealing is available for four years. It was noted the project needs completed and the Board would like to see it done next year.

Bagge Arrived at 6:40 P.M.

Bagge stated he had made contact with Conner Carlson. He is no longer interested in giving flying instruction in Oelwein as he has taken another position and will be leaving the area.

## SCHEDULE NEXT MEETING DATE

The next meeting was scheduled for September 16, 2021 at 6:30 P.M.

## ADJOURNMENT

A motion was made by Nations, seconded by Tuchscherer to adjourn at 6:40 P.M. All voted aye.

Motion Carried

CITY OF OELWEIN  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

Item 2.

GENERAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>AIRPORT</u>						
001-2800-43110	HANGAR RENT	1,135.00	3,101.00	16,000.00	12,899.00	19.4
001-2800-43120	LAND RENT	.00	.00	30,000.00	30,000.00	.0
001-2800-47053	COURTESY CAR DONATIONS	.00	.00	100.00	100.00	.0
001-2800-47130	JET A/100LL FUEL REIMBURSEMENT	3,400.01	3,400.01	4,500.00	1,099.99	75.6
	TOTAL AIRPORT	4,535.01	6,501.01	50,600.00	44,098.99	12.9
	TOTAL FUND REVENUE	4,535.01	6,501.01	50,600.00	44,098.99	12.9

CITY OF OELWEIN  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

Item 2.

GENERAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>					
001-2800-60100 SALARY	47.50	47.50	500.00	452.50	9.5
001-2800-63100 BUILDING	1,192.36	1,851.36	2,500.00	648.64	74.1
001-2800-63310 VEHICLE	138.47	138.47	1,500.00	1,361.53	9.2
001-2800-63730 COMMUNICATIONS	70.77	151.54	1,000.00	848.46	15.2
001-2800-63810 UTILITIES	338.92	718.12	5,500.00	4,781.88	13.1
001-2800-64950 CONTRACTS	2,941.00	5,882.00	35,700.00	29,818.00	16.5
001-2800-65041 EQUIPMENT	929.24	2,086.21	2,500.00	413.79	83.5
001-2800-65060 OFFICE SUPPLIES	15.81	15.81	500.00	484.19	3.2
TOTAL AIRPORT	5,674.07	10,891.01	49,700.00	38,808.99	21.9
TOTAL FUND EXPENDITURES	5,674.07	10,891.01	49,700.00	38,808.99	21.9
NET REVENUE OVER EXPENDITURES	( 1,139.06)	( 4,390.00)	900.00	5,290.00	(487.8)

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>				
	07/31/2021 (07/21) Balance			1,966.00-
AR	Payment Applied - Hangars - KATHERINE McCA		65.00-	
AR	Payment Applied - Hangars - CHUCK & JUDY S		90.00-	
AR	Payment Applied - Hangars - CHUCK & JUDY S		180.00-	
AR	Payment Applied - Hangars - PAUL MARCOTTE		65.00-	
CR	HANGAR RENT - Randy Althouse		475.00-	
	Description: HANGAR RENT - Randy Althouse			
CR	HANGAR RENT 1D SEPT - DEC 2021 - LARRY		260.00-	
	Description: HANGAR RENT 1D SEPT - DEC 2021 - LARRY WILDEBOER			
YTD Encumbrance	.00 YTD Actual	3,101.00- Total	3,101.00- YTD Budget	16,000.00- Unearned 12,899.00
<b>001-2800-43120 LAND RENT</b>				
	07/31/2021 (07/21) Balance			.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	30,000.00- Unearned 30,000.00
<b>001-2800-47053 COURTESY CAR DONATIONS</b>				
	07/31/2021 (07/21) Balance			.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	100.00- Unearned 100.00
<b>001-2800-47100 ELECTRICAL REIMBURSEMENT</b>				
	07/31/2021 (07/21) Balance			.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00
<b>001-2800-47130 JET A/100LL FUEL REIMBURSEMENT</b>				
	07/31/2021 (07/21) Balance			.00
CR	JET A/100LL FUEL REIMBURSE 6/3/21--8/24/21		3,400.01-	
	Description: JET A/100LL FUEL REIMBURSE 6/3/21--8/24/21 - TEGELER AVIATION			
YTD Encumbrance	.00 YTD Actual	3,400.01- Total	3,400.01- YTD Budget	4,500.00- Unearned 1,099.99
<b>001-2800-47990 MISC</b>				
	07/31/2021 (07/21) Balance			.00
YTD Encumbrance	.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00
<b>001-2800-60100 SALARY</b>				
	07/31/2021 (07/21) Balance			.00
PC	PAYROLL TRANS FOR 7/31/2021 PAY PERIOD	47.50		
YTD Encumbrance	.00 YTD Actual	47.50 Total	47.50 YTD Budget	500.00 Unearned 452.50-
<b>001-2800-63100 BUILDING</b>				
	07/31/2021 (07/21) Balance			659.00

AP	JOHN DEERE FINANCIAL F.S.B.	89.97						
	**VendorNo: 1985 **Desc: WEED SPRAY							
AP	IRVINE WATER COND AND PLUMBING	760.40						
	**VendorNo: 2936 **Desc: SERVICE CALL - AIRPORT BATHROOM							
AP	MULGREW OIL CO	341.99						
	**VendorNo: 100394 **Desc: LP GAS AIRPORT							
YTD Encumbrance	.00	YTD Actual	1,851.36	Total	1,851.36	YTD Budget	2,500.00	Unearned 648.64-

**001-2800-63310 VEHICLE**

	07/31/2021 (07/21) Balance							.00
AP	O'REILLY AUTOMOTIVE STORES INC	138.47						
	**VendorNo: 4075 **Desc: STARTER							
YTD Encumbrance	.00	YTD Actual	138.47	Total	138.47	YTD Budget	1,500.00	Unearned 1,361.53-

**001-2800-63730 COMMUNICATIONS**

	07/31/2021 (07/21) Balance							80.77
AP	COMMUNITY DIGITAL WIRELESS LLC	38.95						
	**VendorNo: 4119 **Desc: AIRPORT INTERNET SERVICE							
AP	AUREON COMMUNICATIONS	31.82						
	**VendorNo: 100237 **Desc: AIRPORT PHONE SERVICE							
YTD Encumbrance	.00	YTD Actual	151.54	Total	151.54	YTD Budget	1,000.00	Unearned 848.46-

**001-2800-63810 UTILITIES**

	07/31/2021 (07/21) Balance							379.20
AP	BLACKHAWK WASTE DISPOSAL CO INC	28.00						
	**VendorNo: 4695 **Desc: GARBAGE PICKUP							
AP	EAGLE POINT ENERGY 5 LLC	310.92						
	**VendorNo: 100628 **Desc: ELECTRIC SERVICE							
YTD Encumbrance	.00	YTD Actual	718.12	Total	718.12	YTD Budget	5,500.00	Unearned 4,781.88-

**001-2800-64950 CONTRACTS**

	07/31/2021 (07/21) Balance							2,941.00
AP	TEGELER AVIATION LLC	2,941.00						
	**VendorNo: 4705 **Desc: AUGUST FBO FEE							
YTD Encumbrance	.00	YTD Actual	5,882.00	Total	5,882.00	YTD Budget	35,700.00	Unearned 29,818.00-

**001-2800-65041 EQUIPMENT**

	07/31/2021 (07/21) Balance							1,156.97
AP	JOHN DEERE FINANCIAL F.S.B.	183.34-						
	**VendorNo: 1985 **Desc: RETURNED YOKE/UNIVERSAL JOINT, RESTOCKING FEE							
AP	DICKS PETROLEUM CO	1,112.58						
	**VendorNo: 1850 **Desc: SERVICE CALL - PROBE NOT DETECTED							
YTD Encumbrance	.00	YTD Actual	2,086.21	Total	2,086.21	YTD Budget	2,500.00	Unearned 413.79-

**001-2800-65060 OFFICE SUPPLIES**

	07/31/2021 (07/21) Balance							.00
AP	QUADIENT FINANCE USA INC	15.81						
	**VendorNo: 100756 **Desc: POSTAGE 5/11/2021--7/16/2021							
YTD Encumbrance	.00	YTD Actual	15.81	Total	15.81	YTD Budget	500.00	Unearned 484.19-

---

Number of transactions: 24	Number of accounts: 14	<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Grand Totals:		<u>5,857.41</u>	<u>4,718.35-</u>	<u>1,139.06</u>

---

---

Report Criteria:

Actual amounts

All accounts

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