

**CITY OF STORM LAKE
AIRPORT COMMISSION
AIRPORT MEETING ROOM
MAY 8, 2017
4:00 PM**



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

AGENDA

1. **Approve The April 10, 2017 Airport Commission Minutes**
2. **Airport Financial Report From April 1st, 2017 to April 30th, 2017**
3. **Airport Fuel Report April 1st, 2017 to April 30th, 2017.**
4. **Airport Manager's Monthly Report**
5. **Administration Report - May 2017 Airport Commission Meeting**
6. **Hangar Issues with Tenant William Eginton**
7. **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. Please keep your remarks to three (3) minutes or less.
3. 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.



Find us on Facebook <https://www.facebook.com/cityofstormlake>



Follow us on Twitter

@Storm_Lake



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

Staff Summary



5/8/2017
Agenda Item # 1.

City of Storm Lake

PO Box 1086

Storm Lake, IA 50588

[p \(712\) 732-8000](tel:(712)732-8000)

[f \(712\) 732-4114](tel:(712)732-4114)

REPORT TO: Airport Commission

FROM: Mayra Martinez, City Clerk

SUBJECT: **Approve The April 10, 2017 Airport Commission Minutes**

BACKGROUND: The Airport Commission meets monthly and minutes are taken at each meeting. The Commission needs to review and approve the previous month's meeting.

FISCAL IMPACT: None

RECOMMENDATION: Approve April 10, 2017 Airport Commission minutes

ATTACHMENTS:

Description	Type
 Minutes - April 10, 2017	Minutes

**Storm Lake Airport Commission
Regular Meeting
Airport Terminal
Monday, April 10, 2017 4:00PM**

Present: Commission Members Bob Ansoerge, Maxine Lampe, Dan Richardson, and Doug White. Absent: Sara Huddleston. Others Present: Jim Bartholomew, John Bartholomew, Tyler Gibbins, and Jim Patrick.

Chairman Ansoerge called the meeting to order at 4:00 PM.

Hear the Public – None

Minutes – Moved by Commissioner Lampe to approve the March 13, 2017 Airport Commission minutes. Seconded by Commissioner Richardson. Vote: All ayes with Commissioner Member White absent. Motion carried.

Financial Report – Moved by Commissioner Richardson to approve the financial reports for January. Seconded by Commissioner Lampe. Vote: All ayes with Commissioner Member Huddleston absent. Motion carried.

Fuel Report – Moved by Commissioner Lampe to approve the Fuel Report for March. Seconded by Commissioner Richardson. Vote: All ayes with Commissioner Member Huddleston absent. Motion carried.

Manager Report – The Veeder-Root system was repaired by Seneca Petroleum. The rest of the old VASI light system was picked up by Mike Marr. Nepple Electric trouble shot the REIL's and the next day called Flight service to issue a NOTAM as the REIL's were out of service .

Courtesy Car Usage – 3 users; 58 miles

Administration Report – The City has received the Concurrence of the 90% plans and specs from the FAA for the Runway 13/31 Sub Drains/Apron Rehab project. Bids are to be held April 11 and if bids price come in around budgeted amount the City Council will approve at the April 17th Council meeting. REILs on runway 17 and 35 are in need of repair. Received estimated cost of \$3,246.00 from the distributor and waiting for a quote from KW Electric. The flooring and furniture are currently over budget. City Staff asked if Bart's Flying service would be willing take on this project as the City Staff is focused on the budget amendment. The Commission directed City Staff that survey monkey can be used to conduct this year's Airport Manager's review.

City Staff Allocation – A discussion was held in regards to the Commission expectation of the City staff time allocated to the Airport and how such hours could be calculated and transferred to the Airport budget.

Adjourn – Moved by Commissioner Richardson to adjourn the meeting at 4:22pm. Seconded by Commissioner Lampe. All ayes with Commission Member Huddleston absent. Motion carried.

Mayra Martinez, City Clerk

Staff Summary



5/8/2017
Agenda Item # 2.

City of Storm Lake

PO Box 1086

Storm Lake, IA 50588

p (712) 732-8000

f (712) 732-4114

REPORT TO: Airport Commission

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: **Airport Financial Report From April 1st, 2017 to April 30th, 2017**

BACKGROUND: Please see the following attachments:

- Expenses
- Revenues vs Expenses
- Hangar Rental Report
- Year to Date Expense Report
- Revenue Report

On the April Expense Report please note the following:

- A progress payment for the subdrain project

The second attachment shows the year to date summary history of the expenses and revenues for the Airport in a revenue vs expense type format.

The third report shows the current status of the hangar rental at the Airport. We currently have two spots available in Hangar A, one spot in hangar B, and one spot in Hangar F. Thomas Fitzpatrick sold his plane and gave a formal written notice to terminate his agreement on April 30th. The other change we have to hangars will be in hangar E-4 which was Dan Siefer. Dan will be out as of May 15th but we have rented the hangar to a new tenant beginning that same day.

The final two reports are for the current fiscal year. The revenue is a representation for last month alone and the expense report is included for all of FY2017.

FISCAL IMPACT: Total expenses for the month of April 2017 are \$8,235.63

RECOMMENDATION: Review and Approve the Financial Report

ATTACHMENTS:

	Description	Type
▢	Expense List	List of Bills
▢	Financial Report	Financial Report
▢	Hangar Rent	Contract
▢	FY2017 Expenses	Financial Report
▢	Revenue Report	Financial Report

Storm Lake Airport Commission
Monthly Financial Report
Period Ending April 30, 2017

Vendor Name	Description	Account Charged	Amount	Notes
Seneca Companies LLC	Wire Repairs	001-2080-02-6310-0000	\$298.00	
Mid American Energy	Electric Service	001-2080-02-6371-0000	\$620.65	
Century Link	Phone Service	001-2080-02-6373-0000	\$155.75	
Bart's Flying Service	Airport Contract	001-2080-02-6494-0000	\$5,063.04	
Iowa Lakes Regional Water	Water Service	001-2080-02-6499-0000	\$67.31	
Wal-Mart	Supplies	001-2080-02-6599-0000	\$26.68	
Bolton & Menk	Design Services	301-2080-08-7186-0002	\$2,000.00	
Storm Lake Times	Publication of Hearing	301-2080-08-7186-0003	\$4.20	

Total Expenses \$8,235.63

Notes:

Airport Commission Report - FY 2016-2017

Period	1	2	3	4	5	6	7	8	9	10	11	12	
Revenue by Type	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-16 Total	
Hangar Rent	2,340.40	3,815.00	2,815.00	1,370.00	3,528.00	5,283.00	2,745.00	2,845.00	2,335.00	3,010.00			30,086.40
Airport Ag Sales				22,979.75	10,207.50			17,442.60	9,508.05	1,176.00			61,313.90
Airport Utilities	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00			800.00
Fuel	27,094.46	41,330.03	25,450.62	21,951.72	22,277.46	16,029.31	16,202.82	17,424.44	10,679.21	14,382.74			212,822.81
Other							2,500.00						2,500.00
TOTAL	29,514.86	45,225.03	28,345.62	46,381.47	36,092.96	21,392.31	21,527.82	37,792.04	22,602.26	18,648.74	-	-	307,523.11

*Other includes

Tyler Gibbins:
Free Will Donation- Travis

Expenses	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-16 Total	
Insurance													-
Operations	6,394.55	8,497.44	20,532.91	4,267.66	12,030.61	868.07	11,264.83	7,811.37	7,919.50	6,231.00			85,817.94
Cost of Goods for Resale	15,085.23	14,269.36	26,884.34	14,698.53	15,427.44	41,814.68		16,443.21	16,149.54				160,772.33
Capital			131.40				5,000.00	9,450.00	8,780.00	2,004.20			25,365.60
TOTAL	21,479.78	22,766.80	47,548.65	18,966.19	27,458.05	42,682.75	16,264.83	33,704.58	32,849.04	8,235.20	-	-	271,955.87
Revenue over Expense	8,035.08	22,458.23	(19,203.03)	27,415.28	8,634.91	(21,290.44)	5,262.99	4,087.46	(10,246.78)	10,413.54	-	-	35,567.24

FY 2016-2017 Hangar Rent

Hangar	Price/Month	# of spots available	# Rented
A	65.00	4	2
B	65.00	4	3
C		This is VT's Hangar	
D	80.00	6	6
E	95.00	6	6
F	135.00	5	4
F	150.00	1	1
		<u>26</u>	<u>22</u> TOTAL

General Ledger

Expense vs Budget

User: tyler.gibbins
 Printed: 5/4/2017 - 8:26 AM
 Period: 01 to 13, 2017
 Fiscal Year: 2017
 JE Number: 0



Account Number	FP	JE	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered	Available	% Avail
2080			Airport							
001			General Fund							
001-2080-02-6010-0000			Salaries							
001-2080-02-6010-0000			Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-2080-02-6040-0000			Overtime							
001-2080-02-6040-0000			Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-2080-02-6310-0000			Repairs/Maintenance Bldg							
7/18/2016	AP	1	50 Sheave Wheels	DR	92.00	Ck: 52827		Erect-A-Tube Inc		
7/18/2016	AP	1	50 Seed for Airport	DR	112.00	Ck: 52843		L & G Products, Inc		
8/2/2016	AP	2	7 Lights	DR	39.96	Ck: 53030		Bomgaars Supply, Inc		
8/2/2016	AP	2	7 Lights	DR	21.54	Ck: 53030		Bomgaars Supply, Inc		
8/2/2016	AP	2	7 Garden Hoses & Sprinkler	DR	157.97	Ck: 53030		Bomgaars Supply, Inc		
8/2/2016	AP	2	7 Receptacles	DR	19.92	Ck: 53030		Bomgaars Supply, Inc		
8/15/2016	AP	2	42 Pest Management Services	DR	45.00	Ck: 53135		MS Door Service Ltd		
9/6/2016	AP	3	6 Walk-In Shop Door Repairs	DR	633.30	Ck: 53244		Bargloff & Company		
9/6/2016	AP	3	6 Fuel Filters	DR	617.17	Ck: 53259		Eastern Aviation Fuels, Inc		
9/6/2016	AP	3	6 Pappy Light Repairs Runway 31	DR	225.00	Ck: 53291		Nepple Electric Inc		
9/6/2016	AP	3	6 AV Gas Cabinet Repairs	DR	4,227.58	Ck: 53306		Sioux Equipment Co Inc		
10/3/2016	AP	4	1 Hangar Door Panel Replacement	DR	2,831.73	Ck: 53494		Bargloff & Company		
10/3/2016	AP	4	1 Fuel Filters	DR	114.29	Ck: 53510		Eastern Aviation Fuels, Inc		
10/17/2016	AP	4	34 August 2016 Pest Control	DR	45.00	Ck: 53651		MS Door Service Ltd		
10/17/2016	AP	4	34 Veeder Root Repairs	DR	145.25	Ck: 53671		Seneca Companies LLC		
11/7/2016	AP	5	7 Shop Furnace Repairs	DR	739.22			Control System Specialists, LLC		

Account Number	FP	JE	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered	Available	% Avail
11/7/2016	AP	5	7 September 2016 Pest Control	DR	45.00	Ck: 53823		MS Door Service Ltd		
11/21/2016	AP	5	62 VT Hangar Door Repairs	DR	198.50	Ck: 53901		Advanced Door Systems		
12/5/2016	AP	6	3 Lights	DR	78.75	Ck: 54045		Bomgaars Supply, Inc		
1/16/2017	AP	7	38 Pest Control Service	DR	45.00	Ck: 54396		MS Door Service Ltd		
2/20/2017	AP	8	74 Fuel	DR	1,035.50			Larson Oil & Distributing Co, Inc		
2/20/2017	AP	8	74 December 2016 Pest Control	DR	45.00	Ck: 54706		MS Door Service Ltd		
4/3/2017	AP	10	3 Probe Wire Installation	DR	298.00	Ck: 55056		Seneca Companies LLC		
5/1/2017	AP	11	1 Fire Extinguisher Inspection	DR	66.80			Rohr Manufacturing Services, Ltd		
001-2080-02-6310-0000			Repairs/Maintenance Bldg	11,540.00	11,879.48	11,879.48	-339.48	0.00	-339.48	-2.94
001-2080-02-6332-0000			Vehicle Repair							
2/6/2017	AP	8	9 Door Handle Repairs	DR	323.78	Ck: 54593		Rasmussen's		
3/28/2017	AP	9	103 Brake System Repairs #A-7	DR	429.05	Ck: 55005		City of Storm Lake		
001-2080-02-6332-0000			Vehicle Repair	2,500.00	752.83	752.83	1,747.17	0.00	1,747.17	69.89
001-2080-02-6371-0000			Electric Service							
7/19/2016	AP	1	73 Electric Service May/June 2016	DR	779.73	Ck: 52918		MidAmerican Energy Company		
8/17/2016	AP	2	65 Electric Service Jun/July 2016	DR	810.02	Ck: 53193		MidAmerican Energy Company		
9/20/2016	AP	3	77 Electric Service Jun/July 2016	DR	668.71	Ck: 53463		MidAmerican Energy Company		
10/18/2016	AP	4	57 Electric Service Aug/Sept 2016	DR	678.38	Ck: 53708		MidAmerican Energy Company		
11/21/2016	AP	5	62 Electric Service Sept/Oct 2016	DR	486.90	Ck: 53940		MidAmerican Energy Company		
12/20/2016	AP	6	62 Electric Service Sept/Oct 2016	DR	559.06	Ck: 54267		MidAmerican Energy Company		
1/17/2017	AP	7	55 Electric Service Nov/Dec 2016	DR	713.55	Ck: 54459		MidAmerican Energy Company		
2/21/2017	AP	8	90 Electric Service Dec/Jan 2017	DR	749.68	Ck: 54756		MidAmerican Energy Company		
3/21/2017	AP	9	72 Electric Service Jan/Feb 2017	DR	639.25	Ck: 54980		MidAmerican Energy Company		
4/18/2017	AP	10	38 Electric Service Feb/Mar 2017	DR	620.65	Ck: 55172		MidAmerican Energy Company		
001-2080-02-6371-0000			Electric Service	8,200.00	6,705.93	6,705.93	1,494.07	0.00	1,494.07	18.22
001-2080-02-6373-0000			Telecommunications							
7/12/2016	AP	1	35 Phone Service July 2016	DR	155.87	Ck: 52769		Century Link		
8/9/2016	AP	2	29 August 2016 Phone Service	DR	155.87	Ck: 53066		Century Link		
9/13/2016	AP	3	35 September 2016 Phone Service- A	DR	155.87	Ck: 53365		Century Link		
10/18/2016	AP	4	57 October 2016 Phone Service	DR	155.72	Ck: 53697		Century Link		
11/14/2016	AP	5	30 Phone Service	DR	155.72	Ck: 53887		Century Link		
12/13/2016	AP	6	37 December 2016 Phone Service	DR	155.72	Ck: 54141		Century Link		
1/17/2017	AP	7	55 Phone Service- January 2017	DR	155.57	Ck: 54452		Century Link		
2/14/2017	AP	8	62 February 2017 Phone Service	DR	155.57	Ck: 54649		Century Link		

Account Number	FP	JE	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered	Available	% Avail
3/14/2017	AP	9	36 Phone Services	DR	155.57	Ck: 54886	Century Link			
4/11/2017	AP	10	22 Phone Service	DR	155.75	Ck: 55100	Century Link			
001-2080-02-6373-0000			Telecommunications	1,700.00	1,557.23	1,557.23	142.77	0.00	142.77	8.40
001-2080-02-6494-0000			Operator Contract							
7/26/2016	AP	1	92 July 2016 Airport Manager's Cont	DR	5,063.04		Bart's Flying Service			
9/1/2016	AP	3	4 Airport Contract August 2016	DR	5,063.04		Bart's Flying Service			
9/27/2016	AP	3	96 Airport Contract September 2016	DR	5,063.04		Bart's Flying Service			
11/1/2016	AP	5	2 October 2016 Airport Contract	DR	5,063.04		Bart's Flying Service			
11/29/2016	AP	5	96 Airport Contract November 2016	DR	5,063.04		Bart's Flying Service			
1/4/2017	AP	7	9 Decemeber 2016 Airport Contract	DR	5,063.04		Bart's Flying Service			
1/24/2017	AP	7	80 Airport Contract January 2017	DR	5,063.04		Bart's Flying Service			
2/21/2017	AP	8	90 February 2017 Operator Contract	DR	5,063.04		Bart's Flying Service			
3/28/2017	AP	9	103 Operator Contract March 2017	DR	5,063.04		Bart's Flying Service			
4/18/2017	AP	10	38 Airport Contract April 2017	DR	5,063.04		Bart's Flying Service			
001-2080-02-6494-0000			Operator Contract	61,000.00	50,630.40	50,630.40	10,369.60	0.00	10,369.60	17.00
001-2080-02-6499-0000			Contractual Services							
7/5/2016	AP	1	6 Recycling	DR	49.30	Ck: 52738	Harold Rowley Recycle Center			
7/19/2016	AP	1	73 July 2016 Water Service	DR	62.41	Ck: 52915	Iowa Lakes Regional Water			
8/1/2016	AP	2	1 Re-Align PAPI Lights for FAA	DR	467.50	Ck: 52968	K&W Electric Inc			
8/1/2016	AP	2	1 Pump Repairs	DR	379.02	Ck: 52981	Nepple Electric Inc			
8/1/2016	AP	2	1 Runway Light Repairs	DR	3,610.52	Ck: 52981	Nepple Electric Inc			
8/1/2016	AP	2	1 Tile Repairs	DR	1,500.00	Ck: 52993	Reding Gravel & Excavating Co., Inc			
8/9/2016	AP	2	26 Void 022250	CR	9.00					
8/9/2016	AP	2	29 2017 Meter Licensing Fee	DR	9.00	Ck: 53072	Iowa Dept of Agriculture & Land Stewardship			
8/15/2016	AP	2	42 FY2017 Storm Water Discharge P	DR	175.00	Ck: 53112	Iowa Dept of Natural Resources			
8/15/2016	AP	2	42 Service Call- AV Gas Pump	DR	50.00	Ck: 53137	Nepple Electric Inc			
8/15/2016	AP	2	42 Postage Aug 4, 2016	DR	7.65	Ck: 53147	Reserve Account			
8/17/2016	AP	2	65 Water Services	DR	134.11	Ck: 53190	Iowa Lakes Regional Water			
8/23/2016	AP	2	91 1st Quarter FY2017 Garbage Serv	DR	161.25		Kevin Neuroth			
9/6/2016	AP	3	6 Hangar Rent Refund Check- Augt	DR	80.00	Ck: 53267	Keith Geyer			
9/19/2016	AP	3	65 Property Tax- Pickhinke Prop	DR	169.00	Ck: 53375	Buena Vista Co Treasurer			
9/19/2016	AP	3	65 Property Tax- Foell Prop	DR	291.00	Ck: 53375	Buena Vista Co Treasurer			
9/19/2016	AP	3	65 August 2016 Legal Services	DR	246.67		Philip E Havens			
9/19/2016	AP	3	65 Pest Management Services	DR	45.00	Ck: 53410	MS Door Service Ltd			
9/19/2016	AP	3	65 FY2017 Super Maintenance Agre	DR	2,624.50	Ck: 53437	Syn-Tech Systems Inc			
9/20/2016	AP	3	77 Water Services	DR	67.95	Ck: 53458	Iowa Lakes Regional Water			

Account Number	FP	JE	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered	Available	% Avail
9/27/2016	AP	3	96 9/21/2016 Fuel Reimbursement	DR	29.60			Bart's Flying Service		
10/12/2016	AP	4	29 Postage Sept 27, 2016	DR	29.72	Ck: 53599		Reserve Account		
10/17/2016	AP	4	34 Propane Tank Rental- Acct#21323	DR	71.00	Ck: 53606		Amerigas		
10/18/2016	AP	4	57 October 2016 Water Service	DR	56.87	Ck: 53704		Iowa Lakes Regional Water		
10/26/2016	AP	4	81 Water Service	DR	63.23	Ck: 53738		Culligan		
11/21/2016	AP	5	62 Water Service	DR	67.95	Ck: 53924		Iowa Lakes Regional Water		
11/22/2016	AP	5	69 4th Qtr Garbage Service 2016	DR	161.25			Kevin Neuroth		
12/6/2016	AP	6	15 Postage Dec 1, 2016	DR	17.67	Ck: 54111		Reserve Account		
12/20/2016	AP	6	62 November 2016 Water Service	DR	56.87	Ck: 54264		Iowa Lakes Regional Water		
1/3/2017	AP	7	1 Water Service December 2016	DR	7.95	Ck: 54283		Culligan		
1/16/2017	AP	7	38 Underground Storage Tank Tags 2	DR	130.00	Ck: 54381		Iowa Dept of Natural Resources		
1/17/2017	AP	7	55 December 2016 Water Service	DR	62.41	Ck: 54456		Iowa Lakes Regional Water		
1/24/2017	AP	7	80 Postage Jan 17, 2017	DR	8.37	Ck: 54505		Reserve Account		
2/14/2017	AP	8	62 Water Service	DR	56.87	Ck: 54652		Iowa Lakes Regional Water		
2/20/2017	AP	8	74 2017 Membership	DR	150.00	Ck: 54693		Iowa Public Airport Assn		
2/20/2017	AP	8	74 Domain Name Renewal	DR	70.68	Ck: 54670		Central Bank		
2/21/2017	AP	8	90 1st Quarter Services 2017	DR	161.25			Kevin Neuroth		
3/6/2017	AP	9	7 Postage Feb 28, 2017	DR	20.14	Ck: 54829		Reserve Account		
3/20/2017	AP	9	46 Property Tax- Pickhinke Prop	DR	169.00	Ck: 54901		Buena Vista Co Treasurer		
3/20/2017	AP	9	46 Property Tax- Foell Prop	DR	291.00	Ck: 54901		Buena Vista Co Treasurer		
3/20/2017	AP	9	46 Water Service	DR	56.87	Ck: 54923		Iowa Lakes Regional Water		
3/21/2017	AP	9	72 IPAA Annual Conference Registra	DR	99.00	Ck: 54979		Iowa Public Airport Assn		
4/18/2017	AP	10	38 March 2017 Water Service	DR	67.31	Ck: 55170		Iowa Lakes Regional Water		
5/1/2017	AP	11	1 Hangar Rent Refund (8 Months)	DR	1,080.00	Ck: 55229		Destin Air LLC		
5/1/2017	AP	11	1 Postage April 26, 2017	DR	14.26	Ck: 55279		Reserve Account		
001-2080-02-6499-0000			Contractual Services	25,000.00	13,120.15	13,120.15	11,879.85	0.00	11,879.85	47.52
001-2080-02-6503-0000			Merchandise for resale							
7/18/2016	AP	1	50 Jet A Fuel	DR	15,085.23	Ck: 52823		Eastern Aviation Fuels, Inc		
8/1/2016	AP	2	1 Jet A Fuel	DR	14,269.36	Ck: 52953		Eastern Aviation Fuels, Inc		
9/6/2016	AP	3	6 Jet A Fuel	DR	13,395.64	Ck: 53259		Eastern Aviation Fuels, Inc		
9/6/2016	AP	3	6 Jet A Fuel	DR	13,488.70	Ck: 53259		Eastern Aviation Fuels, Inc		
10/3/2016	AP	4	1 Jet A Fuel	DR	14,698.53	Ck: 53510		Eastern Aviation Fuels, Inc		
11/7/2016	AP	5	7 Jet A Fuel	DR	15,427.44	Ck: 53785		Eastern Aviation Fuels, Inc		
12/19/2016	AP	6	53 AV Gas	DR	26,505.03	Ck: 54162		Eastern Aviation Fuels, Inc		
12/19/2016	AP	6	53 Jet A Fuel	DR	15,309.65	Ck: 54162		Eastern Aviation Fuels, Inc		
2/6/2017	AP	8	9 Jet A Fuel	DR	16,443.21	Ck: 54548		Eastern Aviation Fuels, Inc		
3/6/2017	AP	9	7 Jet A Fuel	DR	16,149.54	Ck: 54795		Eastern Aviation Fuels, Inc		
001-2080-02-6503-0000			Merchandise for resale	325,000.00	160,772.33	160,772.33	164,227.67	0.00	164,227.67	50.53

Account Number	FP	JE	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered	Available	% Avail	
001-2080-02-6599-0000			Supplies								
7/18/2016	AP	1	50 Deck Plate for Storage Tank Acces		DR	27.50 Ck: 52859		Michael P Reinert			
7/26/2016	AP	1	92 Restroom Supplies		DR	52.70 Ck: 52941		Wal Mart #01-1526			
8/1/2016	AP	2	1 Propane		DR	745.74 Ck: 52944		Amerigas			
8/2/2016	AP	2	7 Supplies		DR	3.90 Ck: 53030		Bomgaars Supply, Inc			
8/15/2016	AP	2	42 Fasteners		DR	12.47		Bart's Flying Service			
9/6/2016	AP	3	6 Tug Tractor Battery		DR	103.99 Ck: 53247		Bomgaars Supply, Inc			
9/6/2016	AP	3	6 Water Hydrant		DR	221.49 Ck: 53263		Ferguson Enterprises Inc			
10/3/2016	AP	4	1 Sleeve, Cable, Rope, Link		DR	26.62 Ck: 53498		Bomgaars Supply, Inc			
10/3/2016	AP	4	1 Cleaning Supplies		DR	49.85 Ck: 53560		Wal Mart #01-1526			
11/7/2016	AP	5	7 Entry Lever		DR	49.99 Ck: 53851		Storm Lake Ace Hardware Inc			
1/24/2017	AP	7	80 Water Supplies		DR	15.90 Ck: 54497		Culligan			
3/6/2017	AP	9	7 Supplies		DR	46.53 Ck: 54840		Wal Mart #01-1526			
3/20/2017	AP	9	46 Propane		DR	950.05 Ck: 54893		Amerigas			
4/3/2017	AP	10	3 Supplies		DR	26.68 Ck: 55066		Wal Mart #01-1526			
5/1/2017	AP	11	1 Office Cleaning Supplies		DR	369.40		Central Iowa Distributing, Inc			
001-2080-02-6599-0000			Supplies	3,870.00		2,702.81	2,702.81	1,167.19	0.00	1,167.19	30.16
001-2080-02-6710-0000			Vehicle Allocation								
001-2080-02-6710-0000			Vehicle Allocation	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001-2080-02-6750-0000			Bldg Capital Improvements								
001-2080-02-6750-0000			Bldg Capital Improvements	0.00		0.00	0.00	0.00	0.00	0.00	0.00
001			General Fund	438,810.00	248,121.16	248,121.16	190,688.84	0.00	190,688.84	43.46	
112			Special Levy Fund								
112-2080-02-6110-0000			FICA								
112-2080-02-6110-0000			FICA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-2080-02-6130-0000			IPERS								
112-2080-02-6130-0000			IPERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-2080-02-6160-0000			Worker's Comp Insurance								

Account Number	FP JE	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered	Available	% Avail
112-2080-02-6160-0000		Worker's Comp Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112-2080-02-6170-0000		Unemployment							
112-2080-02-6170-0000		Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112		Special Levy Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301		Capital Improvement Projects							
301-2080-08-7063-0000		Airport Layout Plan							
301-2080-08-7063-0000		Airport Layout Plan	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7100-0000		Airport Runway Protection Zone							
301-2080-08-7100-0000		Airport Runway Protection Zone	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7111-0000		Airport Parking Lot							
301-2080-08-7111-0000		Airport Parking Lot	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7120-0000		Airport Electrical Vault Proj							
301-2080-08-7120-0000		Airport Electrical Vault Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7122-0000		FBO/Corporate Hangar							
301-2080-08-7122-0000		FBO/Corporate Hangar	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7160-0001		Fuel System Rehab Construction							
301-2080-08-7160-0001		Fuel System Rehab Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7160-0002		Fuel System Rehab Engineering							
301-2080-08-7160-0002		Fuel System Rehab Engineering	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7160-0004		Fuel System Rehab Legal/Admin							
301-2080-08-7160-0004		Fuel System Rehab Legal/Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	FP JE	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered	Available	% Avail
301-2080-08-7182-0000		Airport Capital Reserve							
301-2080-08-7182-0000		Airport Capital Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7183-0001		Runway 13/31 Rehab - Constr.							
301-2080-08-7183-0001		Runway 13/31 Rehab - Constr.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7183-0002		Runway 13/31 Rehab - Engineer							
301-2080-08-7183-0002		Runway 13/31 Rehab - Engineer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7183-0004		Runway 13/31 Rehab - Leg/Admin							
301-2080-08-7183-0004		Runway 13/31 Rehab - Leg/Admi	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7186-0001		Runway 13/31 Subdrain - Const							
301-2080-08-7186-0001		Runway 13/31 Subdrain - Const	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7186-0002		Runway 13/31 Subdrain - Eng							
1/3/2017	AP	7	1 Design Services through 11/30/20	DR	5,000.00				
2/6/2017	AP	8	9 Runway Subdrain Design & Admi	DR	9,450.00				
3/6/2017	AP	9	7 Design Services through 1/31/201	DR	5,780.00				
3/20/2017	AP	9	46 Design Services through 2/28/201	DR	3,000.00				
4/17/2017	AP	10	34 Design Services through 3/31/201	DR	2,000.00				
301-2080-08-7186-0002		Runway 13/31 Subdrain - Eng	0.00	25,230.00	25,230.00	-25,230.00	0.00	-25,230.00	0.00
301-2080-08-7186-0003		Runway 13/31 Subdrain- Leg/Adm							
4/17/2017	AP	10	34 March 2017 Publication	DR	4.20 Ck: 55153				
301-2080-08-7186-0003		Runway 13/31 Subdrain- Leg/Adr	0.00	4.20	4.20	-4.20	0.00	-4.20	0.00
301-2080-08-7192-0001		Chautauqua Bldg. Demo							
301-2080-08-7192-0001		Chautauqua Bldg. Demo	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7192-0002		Chautauqua Bldg. Demo - Eng.							

Account Number	FP JE	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered	Available	% Avail
301-2080-08-7192-0002		Chautauqua Bldg. Demo - Eng.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7192-0004		Chautauqua Bldg. Demo - Admin							
301-2080-08-7192-0004		Chautauqua Bldg. Demo - Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7204-0002		Airport ALP - Engineering							
301-2080-08-7204-0002		Airport ALP - Engineering	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301-2080-08-7204-0004		Airport ALP - Legal/Admin							
9/6/2016	AP 3	6 ALP Public Presentation	DR	131.40	Ck: 53283	King's Pointe Resort			
301-2080-08-7204-0004		Airport ALP - Legal/Admin	0.00	131.40	131.40	-131.40	0.00	-131.40	0.00
301		Capital Improvement Projects	0.00	25,365.60	25,365.60	-25,365.60	0.00	-25,365.60	0.00
2080		Airport	438,810.00	273,486.76	273,486.76	165,323.24	0.00	165,323.24	37.68
		Report Totals:	438,810.00	273,486.76	273,486.76	165,323.24	0.00	165,323.24	37.68

General Ledger

Revenue Analysis

User: tyler.gibbins
 Printed: 5/4/2017 - 8:36 AM
 Period: 10, 2017
 Fiscal Year: 2017
 JE Number: 0



Account Number	FP	JE	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Bal	% Received	
001-2080-01-4750-0000									
001-2080-01-4750-0000									
001-2080-01-4750-0000			Airport Gasoline						
4/5/2017	CR	10	14	Airport Gasoline 3/31/2017 SHEI	CR	202.80	Rept: 649555	04/04/2017	Batch: 2017 4 304
4/5/2017	CR	10	14	Airport Gasoline 4/1/2017 SHEL	CR	83.58	Rept: 649555	04/04/2017	Batch: 2017 4 304
4/5/2017	CR	10	14	Airport Gasoline 4/2/2017 SHEL	CR	96.32	Rept: 649555	04/04/2017	Batch: 2017 4 304
4/5/2017	CR	10	14	Airport Gasoline 3/30/2017 SHEI	CR	1,640.41	Rept: 649556	04/04/2017	Batch: 2017 4 304
4/7/2017	CR	10	23	Airport Gasoline 4/5/2017 SHEL	CR	351.36	Rept: 649824	04/06/2017	Batch: 2017 4 306
4/6/2017	CR	10	24	Airport Gasoline 4/4/2017 SHEL	CR	1,270.53	Rept: 649657	04/05/2017	Batch: 2017 4 305
4/11/2017	CR	10	59	Airport Gasoline 4/6/2017 SHEL	CR	155.03	Rept: 650122	04/10/2017	Batch: 2017 4 410
4/11/2017	CR	10	59	Airport Gasoline 4/7/2017 SHEL	CR	502.69	Rept: 650178	04/10/2017	Batch: 2017 4 410
4/11/2017	CR	10	59	Airport Gasoline 4/8/2017 SHEL	CR	874.64	Rept: 650178	04/10/2017	Batch: 2017 4 410
4/11/2017	CR	10	59	Airport Gasoline 4/9/2017 SHEL	CR	262.57	Rept: 650178	04/10/2017	Batch: 2017 4 410
4/17/2017	CR	10	62	Airport Gasoline 4/12/2017 SHEI	CR	747.97	Rept: 650853	04/13/2017	Batch: 2017 4 713
4/13/2017	CR	10	63	Airport Gasoline 4/11/2017 SHEI	CR	108.67	Rept: 650709	04/12/2017	Batch: 2017 4 412
4/17/2017	CR	10	77	Airport Gasoline 4/13/2017 SHEI	CR	1,213.28	Rept: 651158	04/17/2017	Batch: 2017 4 317
4/17/2017	CR	10	77	Airport Gasoline 4/15/2017 SHEI	CR	97.31	Rept: 651159	04/17/2017	Batch: 2017 4 317
4/17/2017	CR	10	77	Airport Gasoline 4/16/2017 SHEI	CR	466.38	Rept: 651159	04/17/2017	Batch: 2017 4 317
4/27/2017	CR	10	98	Airport Gasoline 4/17/2017 SHEI	CR	2,740.64	Rept: 652209	04/26/2017	Batch: 2017 4 426
4/27/2017	CR	10	98	Airport Gasoline 4/19/2017 SHEI	CR	267.84	Rept: 652210	04/26/2017	Batch: 2017 4 426
4/27/2017	CR	10	98	Airport Gasoline 4/20/2017 SHEI	CR	1,620.91	Rept: 652211	04/26/2017	Batch: 2017 4 426
4/27/2017	CR	10	98	Airport Gasoline 4/21/2017 SHEI	CR	238.15	Rept: 652213	04/26/2017	Batch: 2017 4 426
4/27/2017	CR	10	98	Airport Gasoline 4/23/2017 SHEI	CR	1,441.66	Rept: 652213	04/26/2017	Batch: 2017 4 426
001-2080-01-4750-0000			Airport Gasoline	300,000.00	14,382.74	214,198.16	85,801.84	71.40	
001-2080-02-4310-0000			Airport Hangar Rent						
4/14/2017	CR	10	1	Hangar F-6 GARY & JAN WOR	CR	135.00	Rept: 644905	02/13/2017	Batch: 2017 2 313
4/4/2017	CR	10	13	Hangar E-1 JIM BARTHOLOME	CR	95.00	Rept: 649516	04/03/2017	Batch: 2017 4 303
4/4/2017	CR	10	13	Hangar F-5 JIM BARTHOLOME	CR	150.00	Rept: 649516	04/03/2017	Batch: 2017 4 303
4/4/2017	CR	10	13	Shop Rent JIM BARTHOLOMEV	CR	500.00	Rept: 649516	04/03/2017	Batch: 2017 4 303
4/6/2017	CR	10	24	Hangar E-2 GREG MATTSON	CR	1,140.00	Rept: 649672	04/05/2017	Batch: 2017 4 305
4/10/2017	CR	10	25	Hangar D-6 Rent IOWA STATE F	CR	80.00	Rept: 649838	04/07/2017	Batch: 2017 4 407
4/17/2017	CR	10	58	Hangar F-2 STEVE HAMILTON	CR	135.00	Rept: 650928	04/13/2017	Batch: 2017 4 413

Account Number	FP	JE	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Bal	% Received		
4/11/2017	CR	10	59	Hangar A-3 STAN RISHOI	CR	65.00	Rept: 650218	04/10/2017	Batch: 2017 4 410	
4/11/2017	CR	10	59	Hangar B-1 STAN RISHOI	CR	65.00	Rept: 650218	04/10/2017	Batch: 2017 4 410	
4/12/2017	CR	10	60	Hangar A-1 THOMAS MCCLINT	CR	65.00	Rept: 650501	04/11/2017	Batch: 2017 4 411	
4/13/2017	CR	10	63	Hangar F-6 GARY & JAN WOR	CR	135.00	Rept: 650703	04/12/2017	Batch: 2017 4 412	
4/24/2017	CH	10	101	AR 00420.04.2017	CR	445.00				
001-2080-02-4310-0000				Airport Hangar Rent		35,000.00	3,010.00	30,086.40	4,913.60	85.96
001-2080-02-4340-0000				Airport Ag Sales						
4/4/2017	CR	10	13	1st half cash rent 2017- Airport Ag	CR	1,176.00	Rept: 649520	04/03/2017	Batch: 2017 4 303	
001-2080-02-4340-0000				Airport Ag Sales		72,000.00	1,176.00	61,313.90	10,686.10	85.16
001-2080-02-4550-0000				Misc Airport						
001-2080-02-4550-0000				Misc Airport		0.00	0.00	2,500.00	-2,500.00	0.00
001-2080-02-4710-0000				Airport Utilities						
4/4/2017	CR	10	13	Electric Service JIM BARTHOLC	CR	60.00	Rept: 649516	04/03/2017	Batch: 2017 4 303	
4/4/2017	CR	10	13	Water Service JIM BARTHOLON	CR	20.00	Rept: 649516	04/03/2017	Batch: 2017 4 303	
001-2080-02-4710-0000				Airport Utilities		1,080.00	80.00	800.00	280.00	74.07
301-2080-03-5063-0000				Airport Layout Plan						
301-2080-03-5063-0000				Airport Layout Plan		0.00	0.00	0.00	0.00	0.00
301-2080-03-5100-0000				Airport RPZ						
301-2080-03-5100-0000				Airport RPZ		0.00	0.00	0.00	0.00	0.00
301-2080-03-5110-0000				Airport Parking Lot						
301-2080-03-5110-0000				Airport Parking Lot		0.00	0.00	0.00	0.00	0.00
301-2080-03-5120-0000				Airport Electrical Vault Proj						
301-2080-03-5120-0000				Airport Electrical Vault Proj		0.00	0.00	0.00	0.00	0.00
301-2080-03-5160-0041				Fuel System Rehab State Revenu						
301-2080-03-5160-0041				Fuel System Rehab State Revenu		0.00	0.00	0.00	0.00	0.00
301-2080-03-5160-0045				Fuel System Rehab Local Rev						
301-2080-03-5160-0045				Fuel System Rehab Local Rev		0.00	0.00	0.00	0.00	0.00
301-2080-03-5182-0000				Airport Capital Reserve						
301-2080-03-5182-0000				Airport Capital Reserve		0.00	0.00	0.00	0.00	0.00
301-2080-03-5183-0041				Runway 13/31 Rehab - State Rev						
301-2080-03-5183-0041				Runway 13/31 Rehab - State Rev		0.00	0.00	0.00	0.00	0.00

Account Number	FP	JE	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Bal	% Received
301-2080-03-5183-0045			Runway 13/31 Rehab - Local					
301-2080-03-5183-0045			Runway 13/31 Rehab - Local	0.00	0.00	0.00	0.00	0.00
301-2080-03-5192-0041			Chautauqua Bldg. Demo - State					
301-2080-03-5192-0041			Chautauqua Bldg. Demo - State	0.00	0.00	0.00	0.00	0.00
301-2080-03-5204-0042			Airport ALP - Federal Revenue					
301-2080-03-5204-0042			Airport ALP - Federal Revenue	0.00	0.00	0.00	0.00	0.00
301-2080-04-5122-0000			FBO/Corporate Hangar					
301-2080-04-5122-0000			FBO/Corporate Hangar	0.00	0.00	0.00	0.00	0.00
301-2080-04-5122-0000				408,080.00	18,648.74	308,898.46	99,181.54	75.70
301-2080-04-5122-0000				408,080.00	18,648.74	308,898.46	99,181.54	75.70
			Report Totals:	408,080.00	18,648.74	308,898.46	99,181.54	75.70

Staff Summary



5/8/2017
Agenda Item # 3.

City of Storm Lake

PO Box 1086

Storm Lake, IA 50588

p (712) 732-8000

f (712) 732-4114

REPORT TO: Airport Commission

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: **Airport Fuel Report April 1st, 2017 to April 30th, 2017.**

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 of April were \$16,239.20
- Jet Fuel = \$11,631.69 or 71.63% of the total sales (3,976.40 gallons)
- Av Gas = \$4,607.51 or 28.37% of the total sales (1,142.66 Gallons)
- Hangar Renters accounted for \$9,570.98 (VT was \$9,472.69 or 98.98%) of the total sales or 58.94%
- The Fixed Based Operator (FBO) accounted for \$618.03 of fuel sales or 3.81%
- Outside non-based aircraft accounted for \$6,033.62 of the total sales or 37.16%
- Test card is \$16.57 which is 0.09% of the total sales
- The US Military did some training at SLB on April 22nd. Their fuel card does not work on our terminal so we will be billing out an additional \$902.80. The Military was subject to 296 gallons of Jet A Fuel at \$3.05 per gallon.

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 Veeder Root System shows we sold 27.68 gallons more than the fuel master shows. The Mechanical reading is showing we should have sold 3.82 gallons more.

The Jet A Fuel on the Veeder Root System shows we sold 9.6 gallons more to equal the Fuel Master Reading. The Mechanical Reading shows we sold 2.6 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 from the financial report to the bank we must take the amount received in our books (\$14,382.74) then we must add the April transactions that did not hit the bank statement until May (\$3,266.53) and subtract the March transactions that hit the April statement (1,843.21). Then we must add the service charges and test card to balance .

You can see the service charges are \$416.56 for the month and the amount used for monthly testing was \$16.57.

FISCAL IMPACT:

Total Fuel Sales for the month of April 2017 are \$16,239.20

RECOMMENDATION:

Review the Report and Approve

ATTACHMENTS:

Description	Type
☐ Sales Report	Financial Report
☐ Fuel Reading Report	Financial Report
☐ Running Total for Fuel	Financial Report
☐ Bank Reconciliation	Financial Report

City of Storm Lake Airport Fuel Report

\$ Amount

	Sales Breakout	AV Gas	Jet Fuel
Test Card	\$ 16.57	\$ 15.66	\$ 0.91
Hangar Renters	\$ 9,570.98	\$ 98.29	\$ 9,472.69
Of which is VT	\$ 9,472.69		\$ 9,472.69
Bart's Flying Service	\$ 618.03	\$ 357.34	\$ 260.69
Credit Cards	\$ 6,033.62	\$ 4,136.22	\$ 1,897.40
Other Purchases	\$ -		
	\$ 16,239.20	\$ 4,607.51	\$ 11,631.69
Total FM Sales=	\$ 16,239.20		

Gallons

	Sales Breakout	AV Gas	Jet Fuel
Test Card	4.11	3.81	0.30
Hangar Renters	3,257.510	24.510	3,233.000
Of which is VT	3,233.000		3,233.000
Bart's Flying Service	224.860	107.960	116.900
Credit Cards	1,632.580	1,006.380	626.200
Other Purchases	-		
	5,119.060	1,142.660	3,976.400
Total FM Sales=	5,119.060		

To Be Billed to Gov't Sold 296 Gallons for Jet A fuel at \$3.05/Gallon

Price of Fuel:

Beginning	4.11	3.03
End	4.11	2.99

City of Storm Lake

Airport Fuel Report

	<u>AV Gas</u>	<u>Veter Root System</u>	<u>Jet Fuel</u>
Beginning Fuel Reading	7,941.340		3,981.000
Before Fueling			670.000
After Fueling			8,198.000
Before Fueling			
After Fueling			
Fuel Added for Month	-		7,528.000
Ending Fuel Reading	6,771.000		7,227.000
Total=	1,170.340		4,282.000

	<u>Stick Reading</u>			
Beginning Fuel Reading	7,899.000	57 1/2	3,977.000	38 1/4
Before Fueling			548.000	9 1/4
After Fueling			8,136.000	69 1/2
Before Fueling				
After Fueling				
Fuel Added for Month	-		7,588.000	
Ending Fuel Reading	6726.000	50 1/4	7,199.00	61 3/4
Total=	1,173.000		4,366.000	

	<u>Mechanical Reading</u>		
Beginning Fuel Reading	83,977.160		274,460.000
Before Fueling			
After Fueling			
Fuel Added for Month			
Ending Fuel Reading	85,116.000		278,735.000
Total=	1,138.840		4,275.000

Actual	1,142.66	3,976.40	296 to Gov't	4,272.40
---------------	-----------------	-----------------	--------------	----------

City of Storm Lake

Airport Fuel Report

Running Month to Month Difference in Fuel Redings
Calendar Year 2017

		<u>AV Gas</u>						81,997.200	
Start Read=		VeterRoot System		Stick Reading		Mechanical Reading			
		Overall	This Mo.			Overall	This Mo.	Overall	This Mo.
January	Short	-4.830	-4.830	Long	24.17	24.17	Long	0.970	0.970
February	Short	-5.730	-0.900	Long	40.27	16.1	Short	-1.430	-2.400
March	Long	13.400	19.130	Short	-13.26	-53.53	Short	-4.300	-2.870
April	Long	41.080	27.680	Long	17.08	30.34	Short	-8.120	-3.820
May									
June									
July									
August									
September									
October									
November									
December									
Total Difference=		41.080			17.08			-8.120	

		<u>Jet A</u>						261,417.000	
Start Read=		VeterRoot System		Stick Reading		Mechanical Reading			
		Overall	This Mo.			Overall	This Mo.	Overall	This Mo.
January	Short	-19.500	-19.500	Short	-253.5	-253.5	Long	2.500	2.500
February	Long	12.000	31.500	Short	295	-41.5	Long	6.000	3.500
March	Long	28.600	16.600	Short	-307.4	-12.4	Long	7.600	1.600
April	Long	38.200	9.600	Long	-213.8	93.6	Long	10.200	2.600
May									
June									
July									
August									
September									
October									
November									
December									
Total Difference=		38.200			-213.8			10.200	

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

Staff Summary



5/8/2017
Agenda Item # 4.

City of Storm Lake

PO Box 1086

Storm Lake, IA 50588

p (712) 732-8000

f (712) 732-4114

REPORT TO: Airport Commission

FROM: Tyler Gibbins, Staff Accountant

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:

Description	Type
📎 Manager's Report- April 2017	Backup Material

Bart's Flying Service
Manager's Report
April 2017

4/03 Posted a copy of the Radio Control Airplane, Clubs insurance policy on the bulletin board.

4/04 Received cleaning and bathroom supplies from Central Iowa Distributors.

4/11 Replaced light bulbs in hangar E, stall 3, and hangar F, stall 3.

4/24 Ordered a transport load of Jet-A fuel.

4/25 Received 7541 gallons of Jet-a fuel.

Courtesy car usage, 8 and, 116 miles

I am out of usage log sheets

Staff Summary



5/8/2017
Agenda Item # 5.

City of Storm Lake

PO Box 1086

Storm Lake, IA 50588

p (712) 732-8000

f (712) 732-4114

REPORT TO: Airport Commission

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: **Administration Report - May 2017 Airport Commission Meeting**

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.

Runway 13/31 Sub Drains/Apron Rehab

There was only one bid at the April 11th bid opening for this project. The bid came in much higher than budgeted thus the City Council rejected the bid. Bolton & Menk are working with City Staff as well as FAA staff to determine the best course of action to rebid this project.

REILs on Runway 17/35

K & W Electric finally came to look at the REILs on runway 17/35. They were able to get the south end functioning correctly but are still having issues with the north end wiring. They are still working to get this issue fully resolved.

Airport Flooring & Furniture

Any commission members who have looked into new flooring and/or furniture for the airport terminal to give a report.

Airport Manager's Evaluation

As a reminder from last months conversation, the Airport Manager's Contract is coming due on June 30th. This means it is time for his evaluation and it was discussed last month to continue

with the Survey Monkey online. In order to make this work we will need everyone's full participation. The survey will go out following this meeting and will need to be completed by June 5th. If anyone has any issues with the survey please City Staff a call.

If you have any questions or concerns, I'll be happy to address them at the meeting.

FISCAL IMPACT:

None

RECOMMENDATION:

Review the Report and Ask Questions If Any

Staff Summary



5/8/2017
Agenda Item # 6.

City of Storm Lake

PO Box 1086

Storm Lake, IA 50588

p (712) 732-8000

f (712) 732-4114

REPORT TO: Airport Commission

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: Hangar Issues with Tenant William Eginton

BACKGROUND:

As some of you may recall, a year and a half ago the Airport Commission had to file a notice to quite with William Eginton, hangar tenant of F-7. The reason the commission had to give him a notice to quite was because he was delinquent on hangar rent \$2,964.60. The Magistrate ordered Mr. Eginton to pay these fees before January 5th of 2016 which was done. This allowed Mr. Eginton to avoid the eviction and continue to rent hangar F-7 on a monthly basis. The commission agreed with the Magistrate and allowed Mr. Eginton to remain in hangar F-7 as long as he provided the City and the Airport Commission with the one million dollar liability policy and kept a security deposit of \$312 on the account.

Since January 2016 Mr. Eginton has been late on several occasions and City Staff have had to contact Mr. Eginton's attorney in order to receive payment. Mr. Eginton has also been unable to provide City Staff with the necessary proof of insurance. In speaking with Bart's Flying service, they are unsure if Mr. Eginton has a medical to fly his plane. The issue has come up again with Mr. Eginton. He is now two months late and we have not received word of a payment date.

At this time the commission should look at the agreement with Mr. Eginton and determine if the commission would like to continue allowing Mr. Eginton to stay in hangar F-7. In conversations with the City's Attorney the next course of action is to send Mr Eginton a 3 day notice to quite for failing to pay rent. This would be mean

that if the tenant did not pay after the three days his tenancy would be terminated and the hangar would be vacant.

Currently when hangar rent is paid for hangar F-7 the rent is \$156 per month at the monthly rate. The hangar could be rented on a yearly lease for \$135 per month and the Commission and City would have a liability policy on the new tenant.

FISCAL IMPACT:

Currently the fiscal impact includes two months delinquency (\$156 per month) as well as May rent due May 20th. At this time we are looking at \$468 due to the airport commission on or before May 20th.

Currently Mr. Eginton does not purchase much if any fuel at the airport so there would not be loss of revenue if Mr. Eginton was terminated as a tenant.

If the commission had a tenant in hangar F-7 for 12 months and had a lease agreement the hangar would generate \$1,620.00 in rent revenue and an undermined amount of fuel sales. If the hangar remains vacant the commission would be out the \$1,620.00.

RECOMMENDATION:

City Staff is beginning this process earlier than the last time to avoid the delinquent amount to increase to the \$2,000 range. It is the recommendation of City Staff to provide Mr. Eginton with a 3 day notice to quite and have Mr. Eginton terminated from rent of hangar F-7 for failure to pay rent or provide proof of insurance.