

**CITY OF STORM LAKE
AIRPORT COMMISSION
AIRPORT MEETING ROOM OR DIAL IN TO
PARTICIPATE: 1-408-418-9388 ACCESS CODE:
24583600 (AMENDED)
APRIL 11, 2022
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 March 14, 2022 Airport Commission Minutes**
2. **Airport Financial Report From March 1st, 2022 to March 31st, 2022**
3. **Airport Fuel Report March 1st, 2022 to March 31st, 2022.**
4. **Airport Manager's Monthly Report**
5. **Administration Report - Airport Commission Meeting**
6. **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.



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Staff Summary



4/11/2022

Agenda Item # 1.

City of Storm Lake

PO Box 1086

Storm Lake, IA 50588

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REPORT TO: Airport Commission

FROM: Mayra Martinez, City Clerk

SUBJECT: **Approve the March 14, 2022 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 March 14, 2022 Airport Commission minutes.

ATTACHMENTS:

Description	Type
 Airport Minutes - March 14, 2022	Minutes

**Storm Lake Airport Commission
Regular Meeting, Airport Terminal
Monday, March 14, 2022, 4:00 PM**

Present: Commission Members Bob Ansorge, Dan Richardson, and Cynthia Turner. Absent was Commissioner Jason Dierking. Others Present: Tyler Gibbins and John Bartholomew.

Chairman Bob Ansorge called the meeting to order at 4:30 pm.

Hear the Public – No comments.

Minutes – Moved by Commissioner Turner to approve the regular Airport Commission February 2022 minutes. Seconded by Commissioner Richardson. Vote: All ayes with Commissioner Dierking absent. Motion carried.

Financial Report – Moved by Commissioner Richardson to approve the financial reports for February 2022. Seconded by Commissioner Turner. Vote: All ayes with Commissioner Dierking absent. Motion carried.

Fuel Report – Moved by Commissioner Richardson to approve the January 2022 Fuel Report. Seconded by Commissioner Dierking. Vote: All ayes with Commissioner Dierking absent. Motion carried.

Airport Manager's Monthly Report – Runway 13/31 has one burned out runway light and one taxiway light is burned out and Runway 17/35 has eighteen burned out lights. The rotating beacon has quit rotating. And the security light on the northeast corner of hangar E is burned out. The Veeder-Root fuel monitoring system is not functioning. John was called out to the airport February 21, 2022, at 7:45 pm to check and report ice conditions on the runways for VT Industries. Shoveled walks around the terminal. We received a quote for pest control services at the airport from ABC Pest Control. The Commission has requested another quote be obtained before making a final decision. Staff will collect another quote and provide it to the Commission in April for consideration.

Courtesy Car Usage: 3 Miles 134

Fuel Meter Reading: Jet A – 586,359

AV Gas – 137,336.5

Administration Report –

Fuel Master Update - We received confirmation from Fuel Master that they have released the updated needed to get the Fuel Master processing over the network. City Staff is working with Fuel Master and Rebnord to make this conversion. The Expenses related to this update were previously budgeted as a capital item.

Update ACIP for Bipartisan Infrastructure Law (BIL) - The FAA needs to have an updated CIP provided to them by the end of the month if there are changes for FY2022 (current year) or next year, FY2023. With runway 17/35 lighting replacement scheduled for the go ahead in the fall of 2022, there was no need for any updates.

Hangar Door Maintenance - Bolton & Menk provided a potential contractor to work on the hangar doors. BFS put together a list of repairs/replacements that need to be completed which was forwarded to Midland Door Solutions for consideration. At this time, we have not received a proposed price for said repairs.

Adjourn – Moved by Commissioner Richardson to adjourn the meeting at 4:44 pm.
Seconded by Commissioner Turner. Vote: All ayes with Commissioner Dierking absent.
Motion carried.

Mayra Martinez, City Clerk

Staff Summary



4/11/2022

Agenda Item # 2.

City of Storm Lake

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REPORT TO: Airport Commission

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: **Airport Financial Report From March 1st, 2022 to March 31st, 2022**

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 March were \$20,660.61 and the Expenses were \$10,250.86.

We have generated, \$42,526.68 more in expenses than revenues for the current fiscal year for Operating.

The next report is the airport's P&L which includes all the non-operating revenue and expenses related to the airport.

The next report gives the overview of the airport projects. This also allows staff to give real time updates of where a project stands financially vs the budget and/or contracts.

The final report shows the current status of the hangar rental at the Airport. There are 4 total hangar spaces available, two of which are located in Hangar A and one in each Hangar B & F.

FISCAL IMPACT:

Total expenses for the month of March 2022 are \$10,250.86 and total revenue are \$20,660.61.

RECOMMENDATION:

Review and Approve the Financial Report.

ATTACHMENTS:

Description		Type
▣	Revenue/Expense Report	Financial Report
▣	Airport P&L Statement	Financial Report
▣	Project Tracking Sheet	Financial Report
▣	Hangar Rent	Financial Report



Storm Lake, IA

Detail vs Budget Report

Account Detail

Date Range: 03/01/2022 - 03/31/2022

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - General Fund								
Revenue								
001-2080-02-4310	Airport Hangar Rent	0.00	-38,000.00	-21,507.00	-3,736.00	-25,243.00	-12,757.00	-33.57 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
03/01/2022	CLPKT02530	04.28.02.2022		CLPKT02530			-810.00	
03/03/2022	CLPKT02537	04.02.03.2022		CLPKT02537			-195.00	
03/04/2022	CLPKT02545	04.03.03.2022		CLPKT02545			-135.00	
03/14/2022	CLPKT02574	03.11.03.2022		CLPKT02574			-135.00	
03/18/2022	CLPKT02592	04.17.03.2022		CLPKT02592			-195.00	
03/21/2022	CLPKT02596	04.18.03.2022		CLPKT02596			-276.00	
03/22/2022	ARPKT00528	Bank Draft Packet: ARPKT...		Bank Drafts for Invoice Packet ARPKT00527 ...			-525.00	
03/29/2022	CLPKT02618	04.28.03.2022		CLPKT02618			-1,330.00	
03/31/2022	CLPKT02626	04.30.03.2022		CLPKT02626			-135.00	
001-2080-02-4710	Airport Utilities	0.00	-3,000.00	-640.00	-80.00	-720.00	-2,280.00	-76.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
03/01/2022	CLPKT02530	04.28.02.2022		CLPKT02530			-80.00	
001-2080-02-4750	Airport Gasoline	0.00	-255,000.00	-195,476.55	-16,844.61	-212,321.16	-42,678.84	-16.74 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
03/01/2022	CLPKT02530	04.28.02.2022		CLPKT02530			-83.65	
03/02/2022	CLPKT02533	03.01.03.2022		CLPKT02533			-24.40	
03/09/2022	CLPKT02559	03.08.03.2022		CLPKT02559			-116.88	
03/10/2022	CLPKT02560	03.09.03.2022		CLPKT02560			-816.21	
03/11/2022	CLPKT02568	03.10.03.2022		CLPKT02568			-1,155.87	
03/16/2022	CLPKT02581	04.15.03.2022		CLPKT02581			-2,828.51	
03/18/2022	CLPKT02592	04.17.03.2022		CLPKT02592			-52.93	
03/22/2022	CLPKT02598	3.21.22 END OF DAY		CLPKT02598			-3,058.00	
03/24/2022	CLPKT02606	03.23.03.2022		CLPKT02606			-2,486.98	
03/29/2022	CLPKT02618	04.28.03.2022		CLPKT02618			-4,582.83	
03/30/2022	CLPKT02622	04.29.03.2022		CLPKT02622			-1,638.35	
Revenue Totals:		0.00	-296,000.00	-217,623.55	-20,660.61	-238,284.16	-57,715.84	-19.50 %
Expense								
001-2080-02-6310	Repairs/Maintenance Bldg	0.00	11,500.00	432.79	0.00	432.79	11,067.21	96.24 %

Detail vs Budget Report

Date Range: 03/01/2022 - 03/31/2022

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-2080-02-6332	Vehicle Repair	0.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00 %
001-2080-02-6371	Electric Service	0.00	8,200.00	5,758.39	0.00	5,758.39	2,441.61	29.78 %
001-2080-02-6373	Telecommunications	0.00	1,647.06	2,685.38	131.37	2,816.75	-1,169.69	-71.02 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
03/21/2022	APPKT00627	March 2022 Air	78201	Phone Service	001070 - Qwest Corporation		131.37	
001-2080-02-6494	Operator Contract	0.00	69,407.60	46,271.76	5,783.97	52,055.73	17,351.87	25.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
03/21/2022	APPKT00627	March 2022	2818	March 2022 Airport Contract	001069 - Jim Bartholomew		5,783.97	
001-2080-02-6499	Contractual Services	0.00	17,500.00	7,427.72	632.75	8,060.47	9,439.53	53.94 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
03/07/2022	APPKT00618	February 2022	78143	Garbage Services	002126 - SGS, LLC		53.75	
03/21/2022	APPKT00627	March 2022	78174	Property Taxes- Foell Property	001155 - Buena Vista County Treasurer		360.00	
03/21/2022	APPKT00627	March 2022	78174	Property Taxes- Pickhinke Property	001155 - Buena Vista County Treasurer		219.00	
001-2080-02-6503	Merchandise for resale	0.00	250,000.00	206,843.17	0.00	206,843.17	43,156.83	17.26 %
001-2080-02-6599	Supplies	0.00	4,000.00	1,140.77	3,702.77	4,843.54	-843.54	-21.09 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
03/07/2022	APPKT00618	Jan/Feb 2022	78119	Transfer Pump on Diesel Tank	001151 - Bomgaars Supply, Inc		629.99	
03/21/2022	APPKT00627	3133684228	78169	Propane	001014 - Amerigas		3,007.44	
03/21/2022	APPKT00627	February 2022 Water	78189	February 2022 Water Services	001073 - Iowa Lakes Regional Water		65.34	
Expense Totals:		0.00	363,254.66	270,559.98	10,250.86	280,810.84	82,443.82	-22.70 %
001 - General Fund Totals:		0.00	67,254.66	52,936.43	-10,409.75	42,526.68	24,727.98	-36.77 %
Report Total:		0.00	67,254.66	52,936.43	-10,409.75	42,526.68	24,727.98	-36.77 %

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - General Fund	0.00	67,254.66	52,936.43	-10,409.75	42,526.68	24,727.98	
Report Total:	0.00	67,254.66	52,936.43	-10,409.75	42,526.68	24,727.98	

City of Storm Lake

Airport Profit/Loss Statement

March 2022

	Budget	Activity	Remaining
Revenue from Operations:			
Hangar Rent	\$ 38,000.00	\$ 25,243.00	\$ 12,757.00
Utility Rent	\$ 3,000.00	\$ 720.00	\$ 2,280.00
Fuel Sales	\$ 255,000.00	\$ 212,321.16	\$ 42,678.84
Misc Airport Rev			\$ -
	\$ 296,000.00	\$ 238,284.16	\$ 57,715.84
Revenue from Non-Operations:			\$ -
Ag Land Rent	\$ 61,000.00	\$ 56,815.50	\$ 4,184.50
Tsfr for Capital	\$ 16,500.00	\$ 10,584.00	\$ 5,916.00
	\$ 77,500.00	\$ 67,399.50	\$ 10,100.50
Expenses from Operations:			\$ -
Building Maint/Repairs	\$ 11,500.00	\$ 432.79	\$ 11,067.21
Vehicle Repairs	\$ 1,000.00		\$ 1,000.00
Electric Service	\$ 8,200.00	\$ 5,758.39	\$ 2,441.61
Telecommunications	\$ 1,647.06	\$ 2,816.75	\$ (1,169.69)
Operator Contract	\$ 69,407.60	\$ 52,055.73	\$ 17,351.87
Services	\$ 17,500.00	\$ 8,060.47	\$ 9,439.53
Supplies	\$ 4,000.00	\$ 4,843.54	\$ (843.54)
	\$ 113,254.66	\$ 73,967.67	\$ 39,286.99
Expenses Non-Operating:			\$ -
COGS	\$ 250,000.00	\$ 206,843.17	\$ 43,156.83
Capital Improvements	\$ 16,500.00	\$ 10,584.00	\$ 5,916.00
Insurance	\$ 12,000.00	\$ 11,772.00	\$ 228.00
Grounds Maint (Rec)**		\$ 2,925.00	\$ (2,925.00)
	\$ 278,500.00	\$ 232,124.17	\$ 46,375.83
Net Profit/(Loss)	\$ (18,254.66)	\$ (408.18)	

	** Snow Removal	Lawn Care
Labor	\$ -	\$ 2,100.00
Equipment	\$ -	\$ 825.00



Storm Lake, IA

Project Activity vs Budget Report

By Project Number

Date Range: 03/01/2022 - 03/31/2022

Project Number	Project Name	Group	Type	Status			
T51.119823	Runway 13/31 & Taxiway Lighting	Airport Projects	Federal/State Grant	Active			
Revenues							
Account Key	Account Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
30100008-04	Runway 13/31 & Taxiway Light- State Revenue	-459,190.70	0.00	-408,770.10	0.00	-408,770.10	-50,420.60
Total Revenues:		-459,190.70	0.00	-408,770.10	0.00	-408,770.10	-50,420.60
Expenses							
Account Key	Account Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
30100008-01	Runway 13/31 & Taxiway Light- Const	361,290.70	0.00	361,290.70	0.00	361,290.70	0.00
Total Expenses:		361,290.70	0.00	361,290.70	0.00	361,290.70	0.00
Account Key							
Account Key	Account Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
30100008-02	Runway 13/31 & Taxiway Light- Engineering	97,900.00	0.00	97,900.00	0.00	97,900.00	0.00
Total Expenses:		97,900.00	0.00	97,900.00	0.00	97,900.00	0.00
T51.119823 Total:		0.00	0.00	50,420.60	0.00	50,420.60	-50,420.60

FY 2021-2022 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
		26	22 TOTAL

Staff Summary



4/11/2022

Agenda Item # 3.

City of Storm Lake

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REPORT TO: Airport Commission

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: **Airport Fuel Report March 1st, 2022 to March 31st, 2022.**

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 \$17,174.94
- AV Gas = \$1,735.82 or 8.75% of the total sales (372.760 gallons)
- Jet Fuel = \$15,439.12 or 91.25% of the total sales (3,887.300 Gallons)
- Hangar Renters accounted for \$12,547.56 (VT was \$12,163.37 or 96.94%) of the total sales or 73.06%
- The Fixed Based Operator (FBO) accounted for \$547.01 of fuel sales or 3.18%
- Outside non-based aircraft accounted for \$4,080.37 of the total sales or 23.76%
- 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.

Issues continue with the Veeder Root terminal and readings are

unreliable at this time.

On the Fuel Readings Report note the AV Gas on the Mechanical reading is showing we sold should have sold 27.93 gallons more.

On the Fuel Readings Report note the Jet A Fuel on the Mechanical reading for the month is showing we sold 3.70 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 (\$16,844.61) and subtract the transactions from February (\$108.05) then we must add the service charges to balance, \$17,174.94.

You can see the service charges are \$438.38 for the month and the amount used for monthly testing was \$0.00.

FISCAL IMPACT:

Total Fuel Sales for the month of March were \$17,174.94.

RECOMMENDATION:

Review the Report and Approve

ATTACHMENTS:

Description	Type
 Sales Report	Backup Material
 Fuel Reading Report	Backup Material
 Running Total For Fuel	Backup Material
 Sales Reconciliation	Backup Material

City of Storm Lake

Airport Fuel Report

\$ Amount

	Sales Breakout	AV Gas	Jet Fuel
Test Card	\$ -		
Hangar Renters	\$ 12,547.56	\$ 521.78	\$ 12,025.78
Of which is VT	\$ 12,163.37	\$ 137.59	\$ 12,025.78
Bart's Flying Service	\$ 547.01	\$ 547.01	
Credit Cards	\$ 4,080.37	\$ 667.03	\$ 3,413.34
Other Purchases	\$ -		
	\$ 17,174.94	\$ 1,735.82	\$ 15,439.12
Total FM Sales=	<u>\$ 17,174.94</u>		

Gallons

	Sales Breakout	AV Gas	Jet Fuel
Test Card	-		
Hangar Renters	3,151.290	106.790	3,044.500
Of which is VT	3,067.240	22.740	3,044.500
Bart's Flying Service	131.490	131.490	
Credit Cards	977.280	134.480	842.800
Other Purchases	-		
	4,260.060	372.760	3,887.300
Total FM Sales=	<u>4,260.060</u>		

Price of Fuel:

Beginning	4.96	4.05
End	4.96	4.05

City of Storm Lake

Airport Fuel Report

	<u>AV Gas</u>	<u>Veter Root System</u>	<u>Jet Fuel</u>
Beginning Fuel Reading	None		None
Before Fueling			
After Fueling	<u> </u>		<u> </u>
Before Fueling			
After Fueling	<u> </u>		<u> </u>
Fuel Added for Month	-		-
Ending Fuel Reading	None		None
Total=	#VALUE!		#VALUE!

	<u>Stick Reading</u>	
Beginning Fuel Reading	None	None
Before Fueling		
After Fueling	<u> </u>	<u> </u>
Before Fueling		-
After Fueling	<u> </u>	<u> </u>
Fuel Added for Month	-	-
Ending Fuel Reading	None	None
Total=	#VALUE!	#VALUE!

	<u>Mechanical Reading</u>	
Beginning Fuel Reading	137,336.500	586,359.000
Before Fueling		
After Fueling		
Fuel Added for Month		
Ending Fuel Reading	137,713.500	590,250.000
Total=	344.830	3,891.000

Sales After Reading Taken		
	32.170	
Actual	372.76	3,887.30

City of Storm Lake

Airport Fuel Report

Running Month to Month Difference in Fuel Redings
Calendar Year 2022

AV Gas									
Start Read=						135,645.700			
		VeterRoot System		Stick Reading		Mechanical Reading			
		Overall	This Mo.			Overall	This Mo.	Overall	This Mo.
January	Short	-6.770	-6.770	Long	26.23	26.23	Short	-0.670	-0.670
February			N/A			N/A	Short	-6.330	-5.660
March			N/A			N/A	Short	-34.260	-27.930
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total Difference=		-6.770		26.23		-34.260			

Jet A									
Start Read=						575,185.000			
		VeterRoot System		Stick Reading		Mechanical Reading			
		Overall	This Mo.			Overall	This Mo.	Overall	This Mo.
January	Short	-29.500	-29.500	Long	8.500	8.5	Long	1.500	1.500
February			N/A			N/A	Long	2.200	0.700
March			N/A			N/A	Long	5.900	3.700
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total Difference=		-29.500		8.5		5.900			

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

City of Storm Lake Airport Fuel Report

[illegible]

Totals=

\$	17,174.94	\$	17,174.94	Total Sales
\$	438.38			Service Charges

City Billings
(Test Card)

Staff Summary



4/11/2022

Agenda Item # 4.

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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	Backup Material

Bart's Flying Service
Manager's Report
-March 2022

3/01 Called Seneca Petroleum to repair the Veeder Root monitor.

3/10 Electricians were here and replaced broken wires to the Veeder Root, now we are waiting Seneca to come back and reprogram the Veeder Root.

3/16 R&R Electric repaired the rotating beacon.

3/16 Jim, John, & Travis attended a twoday meeting in Des Moines to receive continuing ed credits to renew our pesticide licenses.

3/23 Had a student from Storm Lake High School job shadow for carer in aviation.

3/28 Ordered a tanker of aviation gas.

Courtesy car usage 5 miles 143

Fuel meter readings

Jet-A 590250

Av Gas 137713.5

Staff Summary



4/11/2022

Agenda Item # 5.

City of Storm Lake

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REPORT TO: Airport Commission

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: **Administration Report - 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.

Pest Control Consideration

During last month's meeting, the commission was presented with a proposed contract with ABC pest control for services. In order to complete our due diligence, Bart attempted to get another quote from another contractor with no response. At this time, it is recommended to proceed with the proposal provided.

Hangar Door Maintenance

Due to the lack of interest by contractors for a maintenance program, it is recommended the commission authorize the order of necessary materials to supply Bart with the equipment for the repairs of the hangar doors.

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

FISCAL IMPACT: There is no fiscal impact for these items at this time.

RECOMMENDATION: Review the Report and Ask Questions If Any