



AGENDA
OSKALOOSA AIRPORT COMMISSION
Oskaloosa Municipal Airport
2973 Urbana Avenue
4:30 P.M.

Monday, August 7, 2023

1. ROLL CALL:
___ Steve Brown, ___ James Johnson, ___ Kraig Van Hulzen, ___ Larry Lewis
2. APPROVAL OF MINUTES
3. FINANCIAL REPORT
4. REVIEW AND APPROVE BILLS
5. MANAGER'S REPORT
6. OLD BUSINESS
 - a) New fuel system
 - b) DNR mandated repairs to fuel system
 - c) Insurance Renewal
 - d) Spraying for weeds
7. NEW BUSINESS
 - a) Stormwater permit fee
 - b) LP gas contract
 - c) Planning for future
 - d) September meeting date
8. ADJOURN

NOTE: MEETING WILL BE CANCELLED IF A QUORUM IS NOT PRESENT AT 4:45 p.m. If you require special accommodations, please contact the city manager's office at least twenty-four hours prior to the meeting at 641.673.9431.

MINUTES
OSKALOOSA AIRPORT COMMISSION
July 3, 2023

Meeting of the Oskaloosa Airport Commission was called to order at 4:32 p.m. on Monday, July 3, 2023.

- 1) ROLL CALL: Roll was taken with the following present: Steve Brown, Larry Lewis, James Johnson, Kraig Van Hulzen, and Shane Vande Voort [Classic Aviation].
- 2) APPROVAL OF THE MINUTES: Moved by Larry Lewis and seconded by Kraig Van Hulzen to approve the minutes of the June 5, 2023 meeting. Motion carried.
- 3) FINANCIAL REPORT: Moved by James Johnson and seconded by Kraig Van Hulzen to approve the financial report. Motion carried.
- 4) REVIEW AND APPROVE BILLS: Moved by James Johnson and seconded by Kraig Van Hulzen to pay bills totaling \$79,962.03. Motion carried.
- 5) MANAGER'S REPORT: See attached.
- 6) OLD BUSINESS:
 - a) New fuel system: The FAA grant to cover the design work has been approved.
 - b) Repaint runways and taxiways: The work has been completed.
 - c) Taxiway patching project: The project has been completed.
 - d) DNR mandated repairs to fuel system: Work has not started.
 - e) Insurance renewal: No report has been received on the property and auto insurance renewal.
 - f) Spraying for weeds: Received a quote from Nutrient Ag Solutions for \$1,944.44. It was \$1,824.52 last year. Kraig Van Hulzen moved to approve. Larry Lewis seconded. Motion carried.
 - g) Contract for mowing hay: The farmer has agreed to our request for \$33.00 a bale.
- 7) NEW BUSINESS:
 - a) August meeting date: The date of Monday, August 7th was acceptable to everyone.
8. ADJOURN: Kraig Van Hulzen moved to adjourn at 5:21 p.m. James Johnson seconded. Motion carried.

Classic Aviation @OOA
Monthly report June 2023
Prepared by Shane Vande Voort

Fuel Sales 100LL (\$5.95) 618.7 gallons Jet A (\$5.75)
300.1 gallons
Total Fuel Sales gallons 918.8
Total Owed OOA – \$45.94

- The shop continues to be busy, we are actively recruiting mechanics.
- The concrete painting project is complete and the work that was done looks good.
- The lawnmower is working well, and we are thankful to have a good operator for it.
- Staffing hours for the summer seem to be working well and we are able to handle after hours fueling requests as assisted self serve.



Tyler Technologies

DEPT YTD BALANCE SHEETS

For Period Ending: 06/30/2023

Account	Name	Fiscal Beginning Balance	Period Activity	YTD Activity	Current Balance
Fund: 660 - AIRPORT FUND					
Assets					
<u>660-1119</u>	CLAIM ON CASH	858.38	-47,231.30	-810.32	48.06
<u>660-1160</u>	INVESTMENTS	394,578.34	-7,319.20	-126,677.68	267,900.66
	Total Assets:	395,436.72	-54,550.50	-127,488.00	267,948.72
Liability					
<u>660-2029</u>	ACCOUNTS PAYABLE (PENDING)	0.00	-1,036.59	0.00	0.00
	Total Liability:	0.00	-1,036.59	0.00	0.00
Equity					
<u>660-3990</u>	FUND EQUITY	395,436.72	0.00	0.00	395,436.72
	Total Beginning Equity:	395,436.72	0.00	0.00	395,436.72
Total Revenue		0.00	846.09	63,373.11	63,373.11
Total Expense		0.00	54,360.00	190,861.11	190,861.11
	Total Equity and Current Surplus (Deficit):	395,436.72	-53,513.91	-127,488.00	267,948.72
	Total Liabilities, Equity and Current Surplus (Deficit):	395,436.72	-54,550.50	-127,488.00	267,948.72

REVENUE DETAIL REPORT

Account Detail

Date Range: 06/01/2023 - 06/30/2023



Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 660 - AIRPORT FUND				
Activity: 8035 - AIRPORT				
660-8035-1-4750000	MERCHANDISE SALES	-1,397.00	-38.62	-1,435.62
06/12/2023	Source Transaction: JN23271	Project Account	Amount	Running Balance
	R14060 Classic Aviation Airport fuel sales		-38.62	-1,435.62
660-8035-4-4300000	INTEREST	-5,641.52	-806.47	-6,447.99
06/30/2023	Source Transaction: JN23356	Project Account	Amount	Running Balance
	JE 167 MWO SAVINGS INTEREST		-272.30	-5,913.82
06/30/2023	JN23358		-486.11	-6,399.93
06/30/2023	JN23398		-7.35	-6,407.28
06/30/2023	JN23398		-40.71	-6,447.99
660-8035-4-4312000	FACILITY RENT	-11.00	-1.00	-12.00
06/30/2023	Source Transaction: JN23298	Project Account	Amount	Running Balance
	JE 162 CLASSIC AVIATION		-1.00	-12.00
Total Activity: 8035 - AIRPORT:		Total Activity: -846.09		Ending Balance: -7,895.61
Total Fund: 660 - AIRPORT FUND:		Beginning Balance: -7,049.52		Ending Balance: -7,895.61
Fund: 661 - AIRPORT PROJECT FUND				
Activity: 8035 - AIRPORT				
661-8035-4-4300000	INTEREST	-56,612.20	-8,909.56	-65,521.76
06/30/2023	Source Transaction: JN23356	Project Account	Amount	Running Balance
	JE 167 MWO SAVINGS INTEREST		-1,405.99	-58,018.19
06/30/2023	JN23358		-7,502.49	-65,520.68
06/30/2023	JN23398		-1.08	-65,521.76
661-8035-4-4315000	LAND RENT	-14,112.60	-29,254.02	-43,366.62
06/23/2023	Source Transaction: JN23311	Project Account	Amount	Running Balance
	R14080 City of Pella Refund SCRAA - cre...		-29,254.02	-43,366.62
Total Activity: 8035 - AIRPORT:		Total Activity: -38,163.58		Ending Balance: -108,888.38
Total Fund: 661 - AIRPORT PROJECT FUND:		Beginning Balance: -70,724.80		Ending Balance: -108,888.38

REVENUE DETAIL REPORT

Date Range: 06/01/2023 - 06/30/2023

Account Name
 Fund: 664 - AIRPORT FUEL TANK PROJECT
 Activity: 8035 - AIRPORT
~~664-8035-4-4830660~~
 Post Date Packet Number Source Transaction Pmt Number Description Vendor
 06/15/2023 GLPKT08442 JN23279 JE 161 TRANSFER - AIRPORT FUEL FARM...

Beginning Balance	Total Activity	Ending Balance
0.00	-51,060.00	-51,060.00
Project Account	Amount	Running Balance
	-51,060.00	-51,060.00
Total Activity: 8035 - AIRPORT: Beginning Balance: 0.00 Ending Balance: -51,060.00		
Total Fund: 664 - AIRPORT FUEL TANK PROJECT: Beginning Balance: 0.00 Ending Balance: -51,060.00		
Grand Totals: Beginning Balance: -77,774.32 Total Activity: -90,069.67 Ending Balance: -167,843.99		

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
660 - AIRPORT FUND	-7,049.52	-846.09	-7,895.61
661 - AIRPORT PROJECT FUND	-70,724.80	-38,163.58	-108,888.38
664 - AIRPORT FUEL TANK PROJECT	0.00	-51,060.00	-51,060.00
Grand Total:	-77,774.32	-90,069.67	-167,843.99



DEPARTMENT REVENUE REPORT

Account Summary

For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 660 - AIRPORT FUND						
Activity: 8035 - AIRPORT						
ObjectCat: 43 - USE OF MONEY & PROPERTY						
660-8035-4-4300000	INTEREST	500.00	775.00	806.47	6,447.99	5,672.99 832.00 %
660-8035-4-4312000	FACILITY RENT	12.00	12.00	1.00	12.00	0.00 100.00 %
660-8035-4-4315000	LAND RENT	45,600.00	45,600.00	0.00	45,600.00	0.00 100.00 %
ObjectCat: 43 - USE OF MONEY & PROPERTY Total:		46,112.00	46,387.00	807.47	52,059.99	5,672.99 112.23 %
ObjectCat: 44 - INTERGOVERNMENTAL						
660-8035-4-4401000	FEDERAL GRANT - CARES ACT	0.00	0.00	0.00	0.00	0.00 0.00 %
ObjectCat: 44 - INTERGOVERNMENTAL Total:		0.00	0.00	0.00	0.00	0.00 0.00 %
ObjectCat: 45 - CHARGES FOR SERVICES						
660-8035-1-4518000	MISC CHARGES/FEES FOR SERVICES	0.00	0.00	0.00	0.00	0.00 0.00 %
ObjectCat: 45 - CHARGES FOR SERVICES Total:		0.00	0.00	0.00	0.00	0.00 0.00 %
ObjectCat: 47 - MISCELLANEOUS REVENUES						
660-8035-1-4750000	MERCHANDISE SALES	1,000.00	1,000.00	38.62	1,435.62	435.62 143.56 %
660-8035-1-4761000	SALE OF EQUIPMENT & MISC	0.00	0.00	0.00	0.00	0.00 0.00 %
660-8035-2-4710000	REIMBURSEMENTS	0.00	8,787.00	0.00	9,877.50	1,090.50 112.41 %
660-8035-2-4720000	INSURANCE SETTLEMENTS	0.00	0.00	0.00	0.00	0.00 0.00 %
ObjectCat: 47 - MISCELLANEOUS REVENUES Total:		1,000.00	9,787.00	38.62	11,313.12	1,526.12 115.59 %
ObjectCat: 48 - OTHER FINANCING SOURCES						
660-8035-4-4830662	TRANSFER IN	0.00	30,600.00	0.00	0.00	-30,600.00 0.00 %
660-8035-4-4830663	TRANSFER IN	0.00	0.00	0.00	0.00	0.00 0.00 %
ObjectCat: 48 - OTHER FINANCING SOURCES Total:		0.00	30,600.00	0.00	0.00	-30,600.00 0.00 %
Activity: 8035 - AIRPORT Total:		47,112.00	86,774.00	846.09	63,373.11	-23,400.89 73.03 %
Fund: 660 - AIRPORT FUND Total:		47,112.00	86,774.00	846.09	63,373.11	-23,400.89 73.03 %
Fund: 661 - AIRPORT PROJECT FUND						
Activity: 8035 - AIRPORT						
ObjectCat: 43 - USE OF MONEY & PROPERTY						
661-8035-4-4300000	INTEREST	0.00	16,000.00	8,909.56	65,521.76	49,521.76 409.51 %
661-8035-4-4315000	LAND RENT	16,724.00	16,724.00	29,254.02	43,366.62	26,642.62 259.31 %
ObjectCat: 43 - USE OF MONEY & PROPERTY Total:		16,724.00	32,724.00	38,163.58	108,888.38	76,164.38 332.75 %
ObjectCat: 47 - MISCELLANEOUS REVENUES						
661-8035-2-4710000	REIMBURSEMENTS	1,530,000.00	1,087,000.00	0.00	3,931.12	-1,083,068.88 0.36 %
ObjectCat: 47 - MISCELLANEOUS REVENUES Total:		1,530,000.00	1,087,000.00	0.00	3,931.12	-1,083,068.88 0.36 %
ObjectCat: 48 - OTHER FINANCING SOURCES						
661-8035-4-4800000	SALE OF REAL PROPERTY	0.00	0.00	0.00	0.00	0.00 0.00 %
ObjectCat: 48 - OTHER FINANCING SOURCES Total:		0.00	0.00	0.00	0.00	0.00 0.00 %
Activity: 8035 - AIRPORT Total:		1,546,724.00	1,119,724.00	38,163.58	112,819.50	-1,006,904.50 10.08 %
Fund: 661 - AIRPORT PROJECT FUND Total:		1,546,724.00	1,119,724.00	38,163.58	112,819.50	-1,006,904.50 10.08 %
Fund: 662 - 2022 AIRPORT TAXIWAY REHABILITATION						
Activity: 8035 - AIRPORT						
ObjectCat: 44 - INTERGOVERNMENTAL						
662-8035-2-4400000	FEDERAL GRANTS	329,400.00	392,829.00	0.00	341,899.00	-50,930.00 87.04 %
ObjectCat: 44 - INTERGOVERNMENTAL Total:		329,400.00	392,829.00	0.00	341,899.00	-50,930.00 87.04 %

DEPARTMENT REVENUE REPORT

For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
ObjectCat: 48 - OTHER FINANCING SOURCES						
662-8035-4-4830660 TRANSFER IN	36,600.00	40,248.00	0.00	34,588.71	-5,659.29	85.94 %
ObjectCat: 48 - OTHER FINANCING SOURCES Total:	36,600.00	40,248.00	0.00	34,588.71	-5,659.29	85.94 %
Activity: 8035 - AIRPORT Total:	366,000.00	433,077.00	0.00	376,487.71	-56,589.29	86.93 %
Fund: 662 - 2022 AIRPORT TAXIWAY REHABILITATION Total:	366,000.00	433,077.00	0.00	376,487.71	-56,589.29	86.93 %
Fund: 663 - AIRPORT 2019 PAVEMENT REHABILITATION						
Activity: 8035 - AIRPORT						
ObjectCat: 44 - INTERGOVERNMENTAL						
663-8035-2-4400000 FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00 %
ObjectCat: 44 - INTERGOVERNMENTAL Total:	0.00	0.00	0.00	0.00	0.00	0.00 %
ObjectCat: 48 - OTHER FINANCING SOURCES						
663-8035-4-4830660 TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00 %
ObjectCat: 48 - OTHER FINANCING SOURCES Total:	0.00	0.00	0.00	0.00	0.00	0.00 %
Activity: 8035 - AIRPORT Total:	0.00	0.00	0.00	0.00	0.00	0.00 %
Fund: 663 - AIRPORT 2019 PAVEMENT REHABILITATION Total:	0.00	0.00	0.00	0.00	0.00	0.00 %
Fund: 664 - AIRPORT FUEL TANK PROJECT						
Activity: 8035 - AIRPORT						
ObjectCat: 44 - INTERGOVERNMENTAL						
664-8035-2-4400000 FEDERAL GRANTS	0.00	49,950.00	0.00	0.00	-49,950.00	0.00 %
ObjectCat: 44 - INTERGOVERNMENTAL Total:	0.00	49,950.00	0.00	0.00	-49,950.00	0.00 %
ObjectCat: 48 - OTHER FINANCING SOURCES						
664-8035-4-4830660 TRANSFER IN	0.00	5,550.00	51,060.00	51,060.00	45,510.00	92.00 %
ObjectCat: 48 - OTHER FINANCING SOURCES Total:	0.00	5,550.00	51,060.00	51,060.00	45,510.00	92.00 %
Activity: 8035 - AIRPORT Total:	0.00	55,500.00	51,060.00	51,060.00	-4,440.00	92.00 %
Fund: 664 - AIRPORT FUEL TANK PROJECT Total:	0.00	55,500.00	51,060.00	51,060.00	-4,440.00	92.00 %
Report Total:	1,959,836.00	1,695,075.00	90,069.67	603,740.32	-1,091,334.68	35.62 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
660 - AIRPORT FUND	47,112.00	86,774.00	846.09	63,373.11	-23,400.89	73.03 %
661 - AIRPORT PROJECT FUND	1,546,724.00	1,119,724.00	38,163.58	112,819.50	-1,006,904.50	10.08 %
662 - 2022 AIRPORT TAXIWAY REH-	366,000.00	433,077.00	0.00	376,487.71	-56,589.29	86.93 %
663 - AIRPORT 2019 PAVEMENT RI	0.00	0.00	0.00	0.00	0.00	0.00 %
664 - AIRPORT FUEL TANK PROJEC	0.00	55,500.00	51,060.00	51,060.00	-4,440.00	92.00 %
Report Total:	1,959,836.00	1,695,075.00	90,069.67	603,740.32	-1,091,334.68	35.62 %

MONTHLY DEPARTMENT DETAIL REPORT

Account Detail

Date Range: 06/01/2023 - 06/30/2023



Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 660 - AIRPORT FUND				
Activity: 8035 - AIRPORT				
660-8035-6491000	MANAGER FEE	36,300.00	3,300.00	39,600.00
Post Date	Packet Number	Amount	Running Balance	
06/30/2023	GLPKT08456	3,300.00	39,600.00	39,600.00
	Source Transaction			
	JN23298			
	Pmt Number			
	Description			
	JE 162 CLASSIC AVIATION			
	Vendor			
660-8035-6910664	TRANSFER OUT	0.00	51,060.00	51,060.00
Post Date	Packet Number	Amount	Running Balance	
06/15/2023	GLPKT08442	51,060.00	51,060.00	51,060.00
	Source Transaction			
	JN23279			
	Pmt Number			
	Description			
	JE 161 TRANSFER - AIRPORT FUEL FARM...			
	Vendor			
Total Activity: 8035 - AIRPORT:		Beginning Balance: 36,300.00	Total Activity: 54,360.00	Ending Balance: 90,660.00
Total Fund: 660 - AIRPORT FUND:		Beginning Balance: 36,300.00	Total Activity: 54,360.00	Ending Balance: 90,660.00
Fund: 661 - AIRPORT PROJECT FUND				
Activity: 8035 - AIRPORT				
661-8035-6413000	PAYMENTS TO OTHER AGENCIES	64,719.70	24,226.79	88,946.49
Post Date	Packet Number	Amount	Running Balance	
06/23/2023	GLPKT08463	24,226.79	88,946.49	88,946.49
	Source Transaction			
	JN23311			
	Pmt Number			
	Description			
	R14080 City of Pella Refund SCRAA - cre...			
	Vendor			
Total Activity: 8035 - AIRPORT:		Beginning Balance: 64,719.70	Total Activity: 24,226.79	Ending Balance: 88,946.49
Total Fund: 661 - AIRPORT PROJECT FUND:		Beginning Balance: 64,719.70	Total Activity: 24,226.79	Ending Balance: 88,946.49
Grand Totals:		Beginning Balance: 101,019.70	Total Activity: 78,586.79	Ending Balance: 179,606.49

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
660 - AIRPORT FUND	36,300.00	54,360.00	90,660.00
661 - AIRPORT PROJECT FUND	64,719.70	24,226.79	88,946.49
Grand Total:	101,019.70	78,586.79	179,606.49