

**CHEROKEE AVIATION AUTHORITY
CHEROKEE, IOWA
BOARD MEETING**

November 11, 2015

The monthly meeting of the Directors of the Cherokee Aviation Authority was held at the Cherokee County Regional Airport on Wednesday, November 11, 2015. The meeting was called to order at 7:00 p.m. by Mike Fox, Treasurer.

Directors present: Mike Fox, Dan Mott and Neal Rogge. Absent: Mike O'Neal and Todd Wetherell. A quorum was present. Also attending were Brian Lauck and Karen Aduddell.

The minutes of the previous meeting were read. Mott moved, seconded by Rogge to approve the minutes as read. Motion carried.

The following bills were presented for payment:

Lauck Aviation, Inc.	\$3,166.66
Lauck Aviation, Inc.	\$479.30
Karen Aduddell	\$300.00
MidAmerican Energy	\$200.37
City of Cherokee	\$48.07
CenturyLink	\$203.67
Lundell Construction Co, Inc.	\$9,797.20
Bomgaars	\$32.93
Sanitary Services	\$96.70
Paul McGee	\$380.00
Alliant Energy	\$16.88
Titan Machinery	\$603.59
Cherokee Lumber	\$1,052.64
City of Cherokee	\$8.33

Rogge moved, seconded by Mott, to approve these bills. Motion carried.

Reviewed the assets on the balance sheet as of November 10, 2015, accounts receivable and activity in checking account for past month. Reviewed the accounting ledgers of expenses and reimbursements for the current grant projects.

The fuel report for the month of October was reviewed. Fuel sales were 1090.59 gallons of 100LL AV gas and 836.30 gallons of Jet A fuel.

FBO Report:

- Equipment is ready for snow
- The warranty is up soon on the New Holland tractor so had it serviced
- Greased and changed oil on the dump truck and repaired a headlight.

Dustin Leo, our Airport Engineer from DGR Engineering, joined the meeting by telephone conference to discuss current matters and update the Board on the following federal grant projects:

- Airport Master Plan and ALP – Dustin has a couple items to finish on the master plan and will have a draft forecast to present in the next couple weeks for comments.
- Dustin asked the Board to form a Master Plan Airport Committee consisting of a city councilman, a county supervisor and a member of the airport authority for the purpose of developing a long term plan for the future of the airport. Dustin would like to meet with this committee in December to discuss the needs of the airport. Rogge stated he would contact the city council and board of supervisors.
- Dustin had provided a draft copy of the Disadvantaged Business Enterprise (DBE) program for the Cherokee Aviation Authority in accordance with regulations of the United States Department of Transportation (U.S. DOT), 49 CFR Part 26 which was reviewed and approved by the Authority. Dustin will submit the program and include the cost of this in the grant for the Airport Master Plan.
- Land Use Permit – Will discuss with planning committee.
- Dustin will prepare the 5-Year Airport Capital Improvement Plan (ACIP) to be reviewed and approved in the Authority's regular December meeting.

Other business:

AGIS Survey – No update.

Threshold Relocation – Completion of this project was delayed until spring of 2016.

Painting hangars – Tabled until weather permits.

Discussed authority member appointments that will expire on December 31st. Letters will be sent to the City Council and County Board of Supervisors recommending that Dan Mott, Todd Wetherell and Mike O'Neal be reappointed.

There being no further business, Rogge moved, seconded by Mott to adjourn at 8:05 p.m. Motion carried.

Respectfully submitted,

Mike Fox, Treasurer

Karen Aduddell, Clerk