

CHEROKEE AVIATION AUTHORITY
CHEROKEE, IOWA
BOARD MEETING

July 10, 2018

The monthly meeting of the Directors of the Cherokee Aviation Authority was held at the Cherokee County Regional Airport on Tuesday, July 10, 2018. The meeting was called to order at 7:00 p.m. by Chairman Todd Wetherell.

Directors present: Todd Wetherell, Mike Fox, Dave Kastengren, Neal Rogge and Dan Mott. Others present were Karen Aduddell, Brian Lauck and Dustin Leo.

Dustin Leo, Project Engineer of JEO Consultants (JEO), gave an update on the progress of the Partial Parallel Taxiway Design Project. JEO has submitted the draft Engineering Design Report and preliminary Construction Safety and Phasing Plan to the FAA for this project. Dustin also informed the board that the contractor inspected the cracks in the hangar pavement. The pavement is under warranty and will either be repaired or replaced. Dustin will be preparing the grant application for the construction phase of the partial parallel taxiway for submittal to the FAA as soon as possible to qualify for the Billion Dollar Grant program. Dustin left the meeting.

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

The following bills were presented for payment:

Brian Lauck	\$3,261.66
Brian Lauck	\$292.55
Karen Aduddell	\$309.00
CBA Lighting & Controls, Inc.	\$170.57
Woodall Electric	\$155.00
MidAmerican Energy	\$419.65
City of Cherokee	\$58.73
Bomgaars	\$123.88
Sanitary Services	\$104.40
Alliant Energy	\$37.56
JEO Consulting Group Inc	\$36,776.65
CML Telephone	\$172.91
Ascent Aviation Group	\$46.00

Fox moved, seconded by Kastengren to approve these bills. Motion carried.

Reviewed the assets on the balance sheet as of July 08, 2018, accounts receivable and activity in checking account for past month. Dan Mott reconciled the bank checking account statement.

The fuel report for the month of June was reviewed. Fuel sales were 611.17 gallons of 100LL AV gas and 577.9 gallons of Jet A fuel. Jet fuel will be purchased with the arrival of the crop sprayers.

Cherokee Aviation Authority

July 10, 2018

Page 2 of 2

Reviewed the updated credit card processing rates from World Fuel Services.

FBO report:

- Spraying weeds on runway and around buildings
- Flight instructions
- Purchased camera for Photo Flight
- Ordered a new ladder

Land zoning ordinance – Dave Kastengren will follow up with the county supervisors to request that they formally adopt the zoning ordinance for the airport.

Hangar rehabilitation grant application – no update.

On a motion from Kastengren, seconded by Mott, the following resolution was approved and adopted:

WHEREAS, the Cherokee Aviation Authority has received Federal financial assistance from the U.S. Department of Transportation (DOT) for improvements at the Cherokee County Regional Airport; and

WHEREAS, as a condition of receiving this assistance, the Cherokee Aviation Authority has signed an assurance that it will comply with the regulations of U.S. DOT, 49 CFR Part 26 regarding a Disadvantaged Business Enterprise (DBE) Program; and

WHEREAS, it is the policy of the Cherokee Aviation Authority to ensure that DBE's, as defined in Part 26, have an equal opportunity to receive and participate in the DOT assisted contracts at the Cherokee County Regional Airport, and

WHEREAS, it is necessary to officially adopt a DBE Program containing a Policy Statement to be included in the contract documents for all federally funded projects.

NOW, THEREFORE, BE IT RESOLVED that the Cherokee Aviation Authority officially adopts the proposed Disadvantaged Business Enterprise Program and is hereby authorized to implement all aspects of the DBE Program for Federal DOT assisted projects; and

BE IT FURTHER RESOLVED that Todd Wetherell, Chairman of the Cherokee Aviation Authority, is hereby authorized to sign the official copy of the DBE Program.

There being no further business, the meeting adjourned at 7:50 p.m.

Respectfully submitted,
Todd Wetherell, Chairman
Karen Aduddell, Clerk