



THE SHERMAN MUNICIPAL AIRPORT ADVISORY BOARD MINUTES FROM

Tuesday October 14, 2008

Members Present: Ross Richardson, Luke Motley, Bob Nunn, Doug Millsap, Carlos Rivas

Members Absent: Cody Stapp, Don Makinson

City Staff Present: Jeff Miller, Director of Public Works and Jessica Perkins, Project Coordinator

Airport Staff Present: John Hooker, Owner J &S Aviation

Guests: none

1. **Call to Order:** Luke Motley, chairman, called the meeting to order at 5:30pm and declared it open; quorum present.
2. **Approve Minutes:** The minutes from the last meeting, September 9, 2008, were approved on motion from Ross Richardson and seconded by Doug Millsap. All members were in favor of the minutes as written.
3. **Update on Airport Projects:**
 - a. **Update on Overlay and Zoning:** (see attached copy of Luke's report) Chair, Luke Motley, met with Scott Shadden, Director of Developmental Services for the City of Sherman regarding hanger construction and an overlay district for Highway 11 and the airport. Scott offered some suggestions, which, including a section just about hanger construction in the overlay district rules. Luke reported that Scott stated hangers that are built that face Dewey Rd./Hwy. 11 will need to have an efface or "masonry" finish at least half way up on the side that faces the road. Scott also said the doors cannot face a residence, no windows for the hangers and suggested the city or builder plant some hearty plants to help absorb noise. Luke ask the board to review the overlay packet and return it to him with comments so he can move forward with presenting it to the P&Z committee.
 - b. **Status on Hanger Construction:** Jeff Miller reported that he has not been successful in getting permission to advertise the RFP. He stated that he didn't know the exact situation and that his plan is to go back to the council and re-establish what the goals are and get them back up to speed so that the airport can grow and go. Jeff stated that it isn't going to be as easy as just putting it on the agenda. Ross commented that the last thing the council said was here is the alternative (pay for the pads and private person build hangers). Jeff said that he doesn't know what the situation is, but that he is going to have to go back and spend some time and try to talk to them to show them what were doing and why were doing it. Jeff said that is what he will ask the City Manager if he can talk to the council and lay out a plan. Jeff commented that he thinks there are people who are interested in wanting to build the hangers and John Hooker conferred. Jeff said he would do everything at his level to get this thing moving. Luke

asked if there was anything in writing or if it was all word of mouth. Jeff said the council budget workshop was a public meeting and is on the record.

c. RAMP Projects:

- i. **RAMP Projects for FY 08-09:** Jeff reported that RAMP is just like last year; define the projects and submit an application. Jeff said that next year he wants to seal on the runway and after it is sealed it will have to be repainted. The second project is to repaint the tower. Bob asked about a PAPI lighting approach to be funded by RAMP. Jessica Perkins stated that she looked into the cost and it was expensive around 300,000. Bob and Ross that the estimate of 300,000 sounded too high and asked if it could be revisited.
- ii. **Fuel Tank Problem:** Jeff informed the board, the contractor LTRC Inc., hasn't made any progress on the problem, but has been working on it. Jeff said the tank hasn't change in the way it is operating and that it comes down to one thing which is to cut the concrete and replace a section of pipe under the concrete. Ross asked what the issue is and Jeff said pipe is sucking air. John Hooker interjected with more detail about the cross feed on the pipes between the tanks.

4. Report on Airport Operations:

- a. **Fuel Sales:** Fuel sales for the end of the fiscal year are close to 100,000 gallons. Jeff stated that September was a miserable month due to the runway being closed over Labor Day weekend due to the crack seal project. Jeff said it wasn't planned that way it just took the company longer than they thought to complete the project. Jeff stated that there is a clear trend in the numbers for the fiscal year. Jeff stated that the margin on fuel has been kicked up by a nickel. Luke asked if the cost of fuel has gone down or should be coming down. John said yes it went down 20 cents from the previous load. Bob asked why the margin increase. Jeff said it was to maintain the cost of running the airport and that we aren't even close to what other airports charge. Bob asked about the cost savings on fuel now that we can buy a full load. John said it was a 3-5 cent savings depending on where the fuel has to be shipped from.

5. Board Member Comments:

Update on past concerns: Ross said thanks for taking care of his concerns for new flags and a restroom problem. Jeff commented on the new computer that is up and running in the terminal.

New concerns: none.

8. Public Comments:

None.

9. Set Agenda for Next Meeting:

- a. Hanger Update
- b. Overlay and Zoning Update
- c. PAPI lights

10. Set Date for Next Meeting: The next meeting is for Tuesday, November 11, 2008

11. Adjournment: The meeting was adjourned at 5:56, on a motion by Doug Millsap and a second by Carlos Rivas.

Airport Board Chair

Jeffrey R. Miller, Director of Public Works

Jessica J. Perkins, Project Coordinator