



## THE SHERMAN MUNICIPAL AIRPORT ADVISORY BOARD MINUTES FROM

Tuesday September 15, 2009

**Members Present:** Luke Motley, Doug Millsap, Carlos Rivas, Donald Makinson, Joshua Gurski  
Ross Richardson, Bob Nunn

**Members Absent:** None

**City Staff Present:** Jeff Miller, Director of Public Works and Katie Turner, Administrative Assistant

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

**Guests:** None

1. **Call to Order:** Luke Motley called the meeting to order at 5:40pm; quorum present.
2. **Approve Minutes:** The minutes from the last meeting, August 11, 2009, were approved on motion from Doug Millsap and seconded by Ross Richardson. All members were in favor of the minutes as written.
3. **Discussion of Various Board Issues:**
  - a. **Work Session for Business Plan:** Luke requested that in preparation for the business plan that several different issues be worked on so the information could be included in the plan. The issues were decided and distributed as follows: 1.) Carlos would work on solidifying the numbers from the original business plan that was presented. 2.) Jeff would work on how TxDOT came up with the numbers that they calculated in the 2005 economic impact study. 3.) Josh would work on the development of the benefits package. 4.) Doug and Don will look into hangar construction and current construction costs. It was also mentioned that we would look into different types of advertising to exploit the ground lease that is available.
  - b. **Status of Request for EAA 323 Sign at SWI:** Jeff advised that the city will not allow a sign to be placed on the beacon tower due to structure stability. The city will allow a sign to be placed on an existing airport building in compliance with city code. Jeff will check on permitting requirements for placing a sign on the main hangar.
4. **Report on Airport Operations:**
  - a. **Fuel Report:** Jeff reported that we have had a good summer for fuel sales and are still on track to sell 101,000 gallons of fuel. Board is pleased with this considering the status of the economy. Jeff will attempt to do a revenue analysis on fuel sales to see if the new pricing strategy did make a difference.
  - b. **Update on Fuel System Dispensing Repairs:** New pump has been installed and is able to balance the fuel in the two tanks like they were designed to.
  - c. **Update on Non Airworthy Aircraft:** John Hooker has spoken with the owner of the non airworthy aircraft and she has made some effort to take care of the aircraft. Doug

made a motion to have Jeff draft a letter to send to the owner of the plane in regards to removing the airplane from the airport. Ross seconded the motion. Motion passed.

5. **Board Member Concerns:** None
6. **Public Comments:** None
7. **Set Agenda for Next Meeting:**
  - a. Update on business plan
  - b. Update on status of EAA sign
8. **Set Date for Next Meeting:** The next meeting is for scheduled for Tuesday, October 13, 2009.
9. **Adjournment:** The meeting was adjourned at 6:45, on a motion by Luke Motley and a second by Doug Millsap.

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Airport Board Chair

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Jeffrey R. Miller, Director of Public Works

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Katie Turner, Administrative Assistant