



THE SHERMAN MUNICIPAL AIRPORT ADVISORY BOARD MINUTES FROM

Tuesday March 11, 2008

Members Present: Ross Richardson, Cody Stapp, Donald Makinson, and Doug Millsap

Members Absent: Luke Motley (excused) , Bob Nunn (unexcused)

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

Airport Staff Present: no

1. **Call to Order:** Cody Stapp, acted as chairman and called meeting open
2. **Approve Minutes:** The minutes from the last meeting, February 19, 2008, were approved on motion from Don Makison and seconded by Doug Millsap. All members were in favor of the minutes as written.
3. **Update on Airport Projects**
 - a. **Fuel System:** Jeff Miller shared that there isn't too much new to report yet. The agenda item to approve the contract with LTRC Inc. was moved to March 17th. As soon as the city council approves the contract the city will order the new tank. Jeff Miller reminded the board that we have a goal of minimal to no downtime with the project. Jeff Miller entertained a variety of questions from a few board members who missed the last meeting. Ross Richardson inquired about the location and Don Makison was curious about the condition of the old tank. Mr. Miller reiterated that the borings and tests came back clear and that the contractor is confident that the current tank is in decent shape. Jeff Miller continued to share more of the project telling the board that their will be a concrete pad with observation wells to monitor the tanks.
 - b. **T-Hangers:** Jeff Miller reported that there is not any new information. Mr. Miller stated that John Hooker always hears rumors that people are interested, but we haven't received any serious proposals. Jeff Miller reminded the board that he would meet with Robby Hefton, CFO for the City of Sherman, to see how the city could finance the T-hanger project. There were several comments from board members in favor of the city building the T-hangers.
 - c. **Air Ambulance Update:** Jeff Miller reported that the private air ambulance company is still interested in building a station at the Sherman Airport; however, the company ran into some budget problems and they won't be able to submit a plan till early 2009.
 - d. **Box Hangers:** Jeff Miller reported that he received interest from a gentleman out of California to build a box hanger at the airport. Once again there is interest in expanding airport facilities, but no official proposals. Member, Ross Richardson, commented that

the Airport is missing a master plan. Mr. Miller reminded Mr. Richardson that the airport does have a 20-year plan and it included a layout and the land to the north of terminal is reserved for box hangers. Mr. Richardson stated he has some concerns about the Master Plan layout and wants to give thought to the West side of the Airport. Member, Cody Stapp, stated that he heard that it was difficult to work with the city in regard to new construction. Mr. Miller stated that some people may perceive the planning and zoning and site plan procedure as difficult, but those are the rules. Mr. Richardson stated that all these comments support his frustration that we don't have more concrete ideas and plans for future growth. Mr. Miller stated that he has spoken with the director of Development and that he has to begin to think about the future growth and look of the airport. Cody Stapp asked if this could be topic for another meeting and invite the Director of Development, Scott Shadden, to discuss the issues so that the Airport Board can make a recommendation.

4. Report on Airport Operations

- a. Fuel Sales: Mr. Miller reported that the month of February was down a bit from the previous year. But that we hear lots of comments that the Sherman Airport is nice and has low prices. Mr. Stapp also commented that he ran into a couple who complimented the airport.
Other Operational Issues: Mr. Miller commented that the runway will get crack sealed and painted with some of the RAMP grant money. The airport mowing contract is finalized. Don Makinson inquired about the cost and Mr. Miller reported that the contract was for @10,500.

5. Board Member Comments:

- a. Vacancy: Jeff Miller reminded the board that the board has a vacancy, but that there are no applications on file. Mr. Stapp stated that he has a friend that might be interested.
- b. Ross Richardson inquired about instrument approaches. Mr. Miller stated no, but that there maybe some information in the Master Plan about improving the approaches. Mr. Miller stated that he could inquire with TxDOT Aviation about whether there is grant money available to improve the approaches.
- c. Mr. Miller stated that the TxDOT Aviation annual conference is in April.
- d. Mr. Stapp updated the board on the jail issue. He has heard that they will most likely upgrade the current jail.
- e. Ross Richardson inquired about any rumors about a flight school. Mr. Miller said no.

9. Set Agenda for Next Meeting:

Update on Fuel Tank Replacement
Monthly Fuel Sales Report
Private Hanger Construction
Director of Development Scott Shadden to attend a meeting

10. Set Date for Next Meeting: The next meeting is for Tuesday, April 8, 2008

11. Adjournment: The meeting was adjourned at 6:09pm, on a motion by Ross Richardson and a second by Don Makinson.

Airport Board Chair

Jeffrey R. Miller, Director of Public Works

Jessica J. Perkins, Project Coordinator