



THE SHERMAN MUNICIPAL AIRPORT ADVISORY BOARD MINUTES FROM

Thursday, January 10, 2008

Members Present: Ross Richardson, Bob Nunn, Luke Motley, Cody Stapp, Donald Makinson

Members Absent: Doug Millsap (unexcused)

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

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

1. **Call to Order:** New Chair, Luke Motley, called the meeting to order at 5:30pm; quorum present.
2. **Approve Minutes:** The minutes from the last meeting, November 8, 2007, were approved on motion from Bob Nunn and seconded by Ross Richardson. All members were in favor of the minutes as written.
3. **Update on Airport Projects:**
 - a. **T-Hanger Update:** Jeff Miller reported that the City of Sherman did receive a proposal from Lou Ganter, but after much consideration, Mr. Ganter said that he could not make the numbers work in his favor. He did make a counter offer back to the City stating that if the City was willing to pour the concrete pad(s) he could build the hangers. But City staff believes that if the City is going to spend that much money the city should just build the hangers ourselves. Jeff continued to state that he pleaded the case with Assistant City Manager, Robby Hefton, and believes he is willing to consider building the hangers as a City project.
 - b. **Fuel System:** Jeff Miller went on to remind the board that before the City takes on the hanger project, the fuel tank removal and replacement needs to be addressed. Mr. Miller shared that City staff have identified a company to do soil samples around the tank to check for leaks. If a leak is detected it would lead to remediation and that could get very costly and drain any "extra" funds the airport has for a hanger project. Mr. Miller continued with giving the board an outline of what he anticipates to happen with the removal of the fuel tank. First soil samples will be taken to determine if there is a leak. If everything comes back clean the underground tank would be removed and the hole filled. If everything goes smoothly the city could use the remaining funds in this fiscal year's budget to begin building hangers. Mr. Miller entertained a few questions from the board about the possibility of building T-hangers and whether or not an individual person or group could build a hanger and what would be involved in that process.

4. Report on Airport Operations

- a. Fuel Sales: Mr. Miller reported that the month of October was down about 7000 gallons of fuel from the previous year; November was down about 3000 gallons from the previous year; and December was down 1600 gallons from the previous year. Mr. Miller commented that \$4 a gallon is the threshold for pilots; they will just stop flying. Mr. Miller continued to state that there are two factors that affect fuel sales—weather and price. However, the airport is still on track to sell over 100,000 gallons for the year.
- b. Other Operational Issues: Mr. Miller shared that the City was approached by a private helicopter company (will remain nameless at this time). The company needs a new location for a home base and maintenance facility. They are interested in locating at the Sherman Municipal Airport.
- c. Flying Club out of Fort Worth called and requested that Sherman be a stop on a Poker Run that is scheduled for June 26, 2008.
- d. The City plans to privatize the mowing of the airport. Money was budgeted in this fiscal year's budget.

5. Board Member Comments:

Mr. Bob Nunn commented that he attended the NTFC meeting in McKinney and the pilots and members who utilized Sherman Airport during McKinney's shutdown had lots of good things to say about Sherman.

Jeff Miller updated the members on unattended vehicles on the runway. Mr. Miller stated that he intended to have a letter sent out with the December bill. Mr. Miller said that he called finance and they said that didn't know if they put the letter in with the invoices. Mr. Miller said that he would request a letter with the January monthly bill to the tenants reminding them of the importance of not leaving their vehicles on the runway unattended.

The board was unable to come to a consensus on when to meet regularly but did decide to move the next month's meeting to February 19, 2008 instead of February 14, 2008 because it is Valentines Day.

Jeff Miller reminded the board that the board has a vacancy, but that there are no applications on file. Mr. Luke Motley asked if there were any specific qualifications need to apply.

Member, Ross Richardson, inquired about whether the heat would be fixed for the EAA meeting the following week.

Ross Richardson reported that the flyers went out for the Tenant Appreciation Party and that he needed food and supplies for the event.

Ross Richardson asked for more detail on the Fuel Tank Replacement. Jessica Perkins gave a brief overview on the plan for the Fuel Tank Replacement.

9. Set Agenda for Next Meeting:

Set 2008 Calendar for Airport Board Meetings

Update on Fuel Tank Replacement

Monthly Fuel Sales Report

10. Set Date for Next Meeting: The next meeting is for Tuesday, February 19, 2008

11. Adjournment: The meeting was adjourned at 6:15pm, on a motion by Cody Stapp and a second by Ross Richardson.

Airport Board Chair

Jeffrey R. Miller, Director of Public Works

Jessica J. Perkins, Project Coordinator