

**MINUTES
AIRPORT ADVISORY BOARD
MAY 21, 2009 – 12:00 NOON
CHEROKEE COUNTY AIRPORT – TERMINAL BUILDING
420 CR 1618 – RUSK, TEXAS 75785**

Board Members Present:

Tim McRae, Joe Weaver, Gerald West, Darrell Prcin, and Danny Berry.

Others Present:

Clint Goff, Joe Casey, Allen Ross and Frank Stevens (Schaumburg & Polk, Inc.), and Mandy Johnston.

Agenda:

- 1) Call to order: Chairman Tim McRae called the meeting to order at 12:00 noon. He noted the meeting was properly posted and all board members were present. The meeting was open according to the Open Meetings Act.
- 2) Approval of Minutes from March 26, 2009: Darrell Prcin moved to approve the minutes from the March 26, 2009 meeting as presented. Danny Berry seconded the motion. The motion was passed unanimously.
- 3) Consider approval of FBO Lease Agreement: Included in the packet was a lease agreement between Cherokee County and Skyways Aero. Clint Goff said the County Attorney is reviewing the agreement. Joe Casey (Skyways Aero) has also reviewed it, and agrees with the document as presented. After discussion, Joe Weaver moved to approve the lease agreement between Cherokee County and Skyways Aero as presented. Darrell Prcin seconded the motion. The motion passed unanimously. Other discussion pertaining to the agreement included future consideration of the County to consider purchasing the fuel tanks, which are currently owned by Skyways Aero.
- 4) Consider approval to re-number all hangars: Included in the packet was a recommended change to the current numbering system of the hangars. Clint Goff has worked with Texas Department of Transportation aviation division planners to create the new numbering system. After review and discussion, Gerald West moved to approve the re-numbering of hangars as presented. Danny Berry seconded the motion. The motion was passed unanimously.
- 5) Presentation from Schaumburg & Polk on aircraft hangars: Allen Ross, representing Schaumburg & Polk, said his firm has the capability to help Cherokee County Airport with development of a Master Plan. As the board learned with the TxDOT Aviation Division, a Master Plan is needed when applying for grants from TxDOT. Schaumburg & Polk will develop a proposal for the board to review at the August meeting. He expects the plan to cost approximately \$200,000. This cost estimate is based on plans done on comparable sized airports.
- 6) Open Forum for Public Comment and Open Forum for Board Members: Joe Casey thanked the board members for their participation on the board. Tim McRae also thanked Clint Goff for his efforts at the airport.
- 7) Adjourn: Tim McRae adjourned the meeting.

Darrell Prcin, Secretary