



# GRAYSON COUNTY REGIONAL MOBILITY AUTHORITY

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## AGENDA

The Agenda for the Grayson County Regional Mobility Authority Board Meeting scheduled for 10:00 a.m., Thursday, February 9, 2017, in the Commissioners Courtroom, at the Grayson County Courthouse, 100 W. Houston Street, Sherman, TX 75090 is as follows:

- I. Call to Order
- II. Approval of Minutes  
Approve December 15, 2016 minutes
- III. Committee Reports
  - a. Road Committee
  - b. Airport Committee
    - i. Director Update
    - ii. TAP/Committee report
- IV. Action Items
- V. Act on request to adjourn into Executive Session pursuant to Texas Government code Sections:
  - a. Section 551.072 of the Texas Open Meetings Act for deliberation of real estate negotiations related to #4005, #4009, #5006/#5015, #5010, #5309, Concrete Slab, #5409, 1E, and #5513 Ste. #2 leases.
  - b. Section 551.087 of the Texas Open Meetings Act for deliberation of economic development negotiations related to incentives to be considered for prospective tenants.
  - c. Section 551.072 of the Texas Open Meeting Act for deliberation of real estate negotiations related to establishing an alignment for TxDOT.
- VI. Reconvene Regular Session: Action on Executive Session Items:
  - a. Consider and take possible action on any items regarding real estate negotiations.
  - b. Consider and take possible action on any items regarding economic development negotiations.
- VII. Public Comments



NORTH TEXAS REGIONAL AIRPORT

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## I. Adjourn

PUBLIC COMMENT PERIOD – At the conclusion of all other agenda items, the Grayson County Regional Mobility Authority Board (GCRMA) will allow for a public comment, not to exceed fifteen minutes, to receive public comment on any other matter that is under the jurisdiction of the RMA. No action will be taken. Each speaker will be allowed a maximum of three minutes. Speakers must be signed up prior to the beginning of the public comment period.

If you plan to attend this Meeting, and you have a disability that requires special arrangements, please contact the Administration Office at 903-813-4228 within 24 hours of the Meeting and reasonable accommodations will be made to assist you.

- \* Members of Commissioners Court may be attending this meeting.
- \*\* The Board may vote and/or act upon each of the items listed in this Agenda.
- \*\*\* The Board reserves the right to retire into Executive Session concerning any of the items listed on this Agenda whenever it is considered necessary and legally justified under the Open Meetings Act.

## RMA BOARD AGENDA

**ITEM NUMBER: II**  
**MEETING DATE 2/9/17**

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**ITEM TITLE:** Consideration of approval of Minutes of December 15, 2017, Board Meeting.

**SUBMITTED BY:** Clyde Siebman, Chairman

**DATE SUBMITTED:** 1/30/17

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**SUMMARY:**

Minutes of the December 15, 2017 RMA Board of Directors Meeting as transcribed from recorded tape.

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**ATTACHMENTS (LIST)**

Minutes

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**ALTERNATIVES/RECOMMENDATIONS:**

Approve minutes with changes, if any

**GRAYSON COUNTY REGIONAL MOBILITY AUTHORITY  
BOARD OF DIRECTORS MEETING  
DECEMBER 15, 2016**

**MEMBER'S PRESENT:**

Clyde Siebman, Chairman  
Bill Benton, Vice Chairman  
Robert Brady  
Randy Hensarling  
Bill Rasor

**MEMBER'S ABSENT:**

**OTHER'S PRESENT:**

Wm. B. (Ben) Munson, Esquire  
Bill Magers, Grayson County Judge  
Stephen Alexander, Texas Aviation Partners  
Ken Mabe, Texas Aviation Partners  
Jim Wimberly, Texas Aviation Partners  
Sarah Hinton, NTRA  
Michael Hutchinson, Herald Democrat  
Dennis Braner, Texas Turbine Conversions

Terry Vogel, Lake Texoma Jet Center  
Bart Lawrence, Grayson Co. Commissioner Pct. #4  
Jeff Whitmire, Grayson Co. Commissioner Pct. #1  
Craig Price, Asst. Grayson Co. District Attorney  
Catherine Brooks, Texas Turbine Conversions  
Kelly Cannel, Grayson Aviation, LLC  
Clay Barnett  
Bobby Bishop, Texas Turbine Conversions

**1.**

**Call to Order.**

Mr. Siebman, Chairman, called the meeting to order at 10:10 a.m.

**2.**

**Consideration of approval of Minutes of October 14, 2016, Board Meeting.**

Mr. Brady made the motion to approve the minutes of the October 14, 2016, Board Meeting. Mr. Hensarling seconded the motion. All members voted aye.

**3.**

**Discuss and approve the 2016 Compliance Report for submission to TxDot.**

Mr. Siebman requested to pass the item to the end of the agenda so that the board members would have time to review the report if needed.

Mr. Hensarling stated in regards to the Compliance Report that it is basically a standard report made yearly to remain compliant with the State.

**4.**

**Discuss administrative duties.**

**5.**

**Discuss legal representation for RMA.**

Mr. Siebman passed both agenda items 4. and 5. to the end of the agenda.

6.

**Director's Update to include discussion of Monthly Reports, Facility Upgrades and GCRMA and Airport Events/News.**

Ms. Hinton advised the board of the fuel sales for Lake Texoma Jet center were up 40% from last year's sales and the sales for U.S. Aviation have double since last year.

In upcoming events Ms. Purcell has set a date for the Texoma 100 Air Race for April 22, 2017.

Ms. Hinton stated that the recent 75<sup>th</sup> Anniversary celebration went very well and thanked both Landmark Bank and First United Bank for sponsoring the challenge coins. Unfortunately Cavanaugh Flite Museum got socked in due to weather and was not able to display the aircraft for the event but should look to see them for an event in the future.

Mr. Siebman made a request to continue to focus on the National Aerobatic Championship and getting them back to Texoma.

Mr. Mabe presented a slideshow in review of the last nine months since Texas Aviation Partners has come into an agreement with Grayson County, including the lease negotiations from Rogers to Cavanaugh Flite Museum (Jani-King International).

7.

**Act on request to adjourn into Executive Session pursuant to Texas Government Code Section 551.087 of Texas Open Meeting Act for deliberation of economic development negotiations related to a proposed lease for Alert Hangar Bldg. 5513.**

Mr. Brady made the motion to adjourn into Executive Session. Mr. Benton seconded the motion. All members voted aye. The Board adjourned into Executive Session at 10:29 a.m.

Mr. Brady requested that the economic development team stay and Mr. Siebman asked that the DDA and SEDCO representatives stay as well.

8.

**Reconvene Regular Session; Action on Executive Session Items:**

The Board reconvened into regular session at 11:06 a.m. At this time, Mr. Hensarling made the motion to approve the negotiations between TAP and A4L, LLC in respect to the Alert Hangar bldg. #5513, Mr. Benton seconded, all members voted Aye.

Mr. Mabe gave background on the original use of the Alert Hangar on the military base, and gave detail on the new tenant A4L, LLC. They have been conducting business out of a subleased hangar at the south end of the field, they lease A4 aircraft to various government contractors and will be expanding their operations to maintenance on King-Air's, Learjets and other types of aircraft.

Mr. Siebman requested that they go back and touch base on Agenda item number 6 with some questions that were not discussed, in regards to the Tower Program and the process being made.

Mr. Wimberly stated that there are a handful of political issues, our congressman and advocacy group are behind this are working hard at work to get this passed. Mr. Alexander stated that this is a policy discussion being made by the FAA to fund other towers. It is all about the money not about the need to be stated more clearly by Mr. Brady.

Mr. Mabe gave a quick update on the Cavanaugh deal and stated that it is a done deal just waiting on the signature.

Judge Magers requested to touch base on item number 4 of the agenda. Requests that any items to be placed on upcoming RMA agendas be sent to Julie Lollar a week prior to the meeting to draft the agenda and get it out to the board to make any changes and suggestions for the final draft before the deadline for posting.

Mr. Siebman agreed and stated that item number 4 and 5 be taken up in more detail at the January meeting. He also gave thanks to Kristy Townsend for staying on with the airport and helping with all of her knowledge retained from Terry over the past year.

**9.**  
**Public Comments.**

Mr. Siebman asked if there were any public comments. At this time, Mr. Bobby Bishop approached the board to announce his business, Texas Turbine Conversions, departure from the airport.

**8.**  
**Adjourn.**

There being no other business, Mr. Benton made the motion to adjourn. Mr. Hensarling seconded the motion. All members voted aye. The meeting was adjourned at 11:23 a.m.

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Clyde Siebman, Chairman

## RMA BOARD AGENDA

ITEM NUMBER: III b ii  
MEETING DATE: 2/9/17

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**ITEM TITLE:** Director's Update to include discussion of Monthly Reports, Facility Upgrades and GCRMA and Airport Events/News

**SUBMITTED BY:** Kristy Townsend

**DATE SUBMITTED:** February 2, 2017

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**SUMMARY:**

Monthly Reports:

1. Monthly Fuel Flowage Report
2. Monthly Airport Traffic Control Tower Report
3. Budget Report

Facility Upgrades:

GCRMA/Airport Events/News:

**ATTACHMENTS (LIST)**

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Fuel Flowage Report –January 2017  
ATCT Report – January 2017  
Budget Report – December 2016

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**ALTERNATIVES/RECOMMENDATIONS:**

Take action as necessary

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**North Texas Regional Airport  
Fuel Flowage Report  
FY: 2017**

**Total Fuel Flowage in Gallons for FY 2017 as reported by Lake Texoma Jet Center**

	<b>Avgas</b>	<b>Jet-A</b>	<b>Total</b>	<b>Last Year's Total</b>
<b>Oct. 2016</b>	3,982.0	23,280.0	27,262.0	27,174.0
<b>Nov. 2016</b>	3,994.0	23,834.0	27,828.0	19,849.0
<b>Dec. 2016</b>	4,040.0	16,103.0	20,143.0	27,460.0
<b>Jan. 2017</b>	-	23,526.0	23,526.0	30,358.0
<b>Feb. 2017</b>			-	27,443.0
<b>Mar. 2017</b>			-	25,185.0
<b>Apr. 2017</b>			-	30,205.0
<b>May. 2017</b>			-	19,738.0
<b>Jun. 2017</b>			-	27,558.0
<b>Jul. 2017</b>			-	11,752.0
<b>Aug. 2017</b>			-	23,027.0
<b>Sep. 2017</b>			-	32,489.0
<b>Total:</b>	<b>12,016.0</b>	<b>86,743.0</b>	<b>98,759.0</b>	<b>302,238.0</b>
<b>Last Year's To Date Gallons Received Total:</b>				<b>104,841.0</b>
<b>Percent Change Over Last Year by Month:</b>				<b>-22.50%</b>
<b>Percent Change Over Last Year:</b>				<b>-5.80%</b>

<b>% of Avgas:</b>	<b>12.17%</b>
<b>% of Jet-A:</b>	<b>87.83%</b>

<b>Combined Annual Fuel Sales</b>	<b>152,995.0</b>
<b>Percent Change Over Last Year by Month:</b>	<b>-10.00%</b>
<b>Percent Change Over Last Year:</b>	<b>0.07%</b>

**Total Fuel Flowage in Gallons for FY 2017 as reported by U.S. Aviation Academy**

	<b>Avgas</b>	<b>Jet-A</b>	<b>Total</b>	<b>Last Year's Total</b>
<b>Oct. 2016</b>	15,664.0	-	15,664.0	15,862.0
<b>Nov. 2016</b>	15,453.0	-	15,453.0	8,073.0
<b>Dec. 2016</b>	8,021.0	-	8,021.0	16,071.0
<b>Jan. 2017</b>	15,098.0	-	15,098.0	8,046.0
<b>Feb. 2017</b>			-	14,043.0
<b>Mar. 2017</b>			-	7,994.0
<b>Apr. 2017</b>			-	14,253.0
<b>May. 2017</b>			-	-
<b>Jun. 2017</b>			-	15,446.0
<b>Jul. 2017</b>			-	8,321.0
<b>Aug. 2017</b>			-	15,145.0
<b>Sep. 2017</b>			-	7,786.0
<b>Total:</b>	<b>54,236.0</b>	<b>-</b>	<b>54,236.0</b>	<b>131,040.0</b>
<b>Last Year's To Date Gallons Received Total:</b>				<b>48,052.0</b>
<b>Percent Change Over Last Year by Month:</b>				<b>87.65%</b>
<b>Percent Change Over Last Year:</b>				<b>12.87%</b>

<b>% of Avgas:</b>	<b>100.00%</b>
<b>% of Jet-A:</b>	<b>0.00%</b>



**NORTH TEXAS REGIONAL AIRPORT**  
**Airport Traffic Record**  
**FY 2017**

Month	ITINERANT										LOCAL			IFR/VFR Overflight Count	FY 2017 Airport Ops	FY 2016 Airport Ops
	IFR					VFR					CIVIL	MI	TOTAL LOCAL			
AC	AT	GA	MI	TOTAL	AC	AT	GA	MI	TOTAL							
Oct-16	0	17	370	1	388	0	0	3,083	5	3,088	4,405	0	4,405	256	8,137	6,887
Nov-16	0	8	386	2	396	0	1	2,035	0	2,036	3,168	0	3,168	160	5,760	5,500
Dec-16	0	4	330	4	338	0	0	2,158	0	2,158	2,254	0	2,254	112	4,862	6,981
Jan-17	0	4	303	1	308	0	0	2,419	1	2,420	2,725	60	2,785	158	5,671	5,688
Feb-17					0					0			0	0	0	6,934
Mar-17					0					0			0	0	0	5,365
Apr-17					0					0			0	0	0	5,805
May-17					0					0			0	0	0	5,490
Jun-17					0					0			0	0	0	6,515
Jul-17					0					0			0	0	0	5,368
Aug-17					0					0			0	0	0	5,393
Sep-17					0					0			0	0	0	11,885
<b>Total</b>	<b>0</b>	<b>33</b>	<b>1,389</b>	<b>8</b>	<b>1,430</b>	<b>0</b>	<b>1</b>	<b>9,695</b>	<b>6</b>	<b>9,702</b>	<b>12,552</b>	<b>60</b>	<b>12,612</b>	<b>686</b>	<b>24,430</b>	<b>77,811</b>

OVERFLIGHT COUNT											
Month	IFR OVERFLIGHTS					VFR OVERFLIGHTS					TOTAL OVERFLIGHTS
	AC	AT	GA	MI	TOTAL	AC	AT	GA	MI	TOTAL	
Oct-16	0	0	0	0	0	0	62	194	0	256	256
Nov-16	0	0	0	0	0	0	36	124	0	160	160
Dec-16	0	0	0	0	0	0	28	84	0	112	112
Jan-17	0	0	0	0	0	0	42	116	0	158	158
Feb-17					0					0	0
Mar-17					0					0	0
Apr-17					0					0	0
May-17					0					0	0
Jun-17					0					0	0
Jul-17					0					0	0
Aug-17					0					0	0
Sep-17					0					0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>168</b>	<b>518</b>	<b>0</b>	<b>686</b>	<b>686</b>

% Change Last Year/Same Time:	
Itinerant	-67.13%
Local	-69.30%
Overflight	-76.08%
<b>Total</b>	<b>-68.60%</b>

% Change Last Year by Month:	
Itinerant	1.79%
Local	-2.28%
Overflight	0.00%
<b>Total</b>	<b>-0.30%</b>

Daily Summary of Ops for August 2015:	# / Days	# / Ops	Avg.
0 - Daily Ops	1	0	0.0
1-99 Daily Ops	7	141	20.1
100 - 199 Daily Ops	8	1,206	150.8
200 - 299 Daily Ops	9	2,273	252.6
300 - 399 Daily Ops	6	1,997	332.8
400 - Plus Daily Ops	0	0	0.0

Peak Day - 369 operations on January 21, 2017  
Slowest day - 0 Operations on January 14, 2017  
Average daily operation for January: 181.19 ops

**YEAR TO DATE FINANCIAL UPDATE  
AS OF DECEMBER 31, 2016**

<b>YTD REVENUE:</b>	<b>\$ 262,161.92</b>
<b>YTD EXPENSES:*</b>	<b>\$ 267,153.00</b>
<b>DIFFERENCE IN REVENUE &amp; EXPENSE:</b>	<b>\$ (4,991.08)</b>

**\*YTD Expenses minus depreciation**

**NORTH TEXAS REGIONAL AIRPORT  
REVENUE REPORT  
DECEMBER, 2016**

<b>Budget Code</b>	<b>Adopted Amount</b>	<b>Current Month Collected</b>	<b>Actual YTD Collected</b>	<b>YTD % of Budget Collected</b>
800.000.43000 State Grant Revenue	50,000.00	0.00	0.00	0.00%
800.000.41500 Aviation Facilities	427,403.00	36,542.97	111,028.91	25.98%
800.000.41520 Revenue Producing Facilities	334,562.00	24,818.37	83,839.64	25.06%
800.000.41530 Land - Agriculture	4,625.00	0.00	0.00	0.00%
800.000.41540 Land - Industrial	47,077.00	1,594.55	23,968.02	50.91%
800.000.41550 Land - Aviation	103,604.00	6,441.04	19,323.12	18.65%
800.000.41560 Insurance	55,836.00	3,131.83	9,689.48	17.35%
800.000.41570 Oil Lease	3,527.00	0.00	0.00	0.00%
800.000.49500 Sale of Fixed Assets	0.00	0.00	0.00	0.00%
800.000.49530 Fuel Flowage Fee	43,000.00	2,816.40	11,437.10	26.60%
800.000.49900 Insurance Proceeds	0.00	0.00	0.00	0.00%
800.000.49950 Miscellaneous	7,000.00	1,392.16	2,420.86	34.58%
800.000.49000 Interest Income	600.00	140.15	454.79	75.80%
800.000.49600 Donations	0.00	0.00	0.00	0.00%
800.000.49970 Transfer In	142,009.00	0.00	0.00	0.00%
<b>GRAND TOTAL</b>	<b>1,219,243.00</b>	<b>76,877.47</b>	<b>262,161.92</b>	<b>21.50%</b>

**NORTH TEXAS REGIONAL AIRPORT  
EXPENSE REPORT  
DECEMBER, 2016**

<b>Budget Code</b>	<b>Account Name</b>	<b>Adopted Amount</b>	<b>Current Month Expenditures</b>	<b>Encumbered Amount</b>	<b>YTD Expenditures</b>	<b>% Budget Remaining</b>
800.710.51030	Assistants	175,728.00	12,516.53	-	35,225.01	80.07%
800.710.1080	Part-Time	62,244.00	3,276.46	-	10,814.65	87.06%
800.710.52010	Social Security Taxes	17,870.00	1,207.48	-	3,541.50	82.42%
800.710.52020	Group Hospital Insurance	31,551.00	1,714.90	-	3,429.80	88.87%
800.710.52030	Retirement	22,959.00	1,323.19	-	3,725.79	84.95%
800.710.52031	457 Deferred Comp Expense	2,948.00	222.54	-	611.98	79.19%
800.710.52040	Unemployment Compensation	944.00	51.23	-	149.27	71.62%
800.710.52050	Workers Compensation	3,487.00	307.59	-	897.91	80.93%
800.710.52060	Other Post Employment Benefits	50,000.00	-	-	-	100.00%
800.710.53100	Office Supplies	3,000.00	436.20	-	749.21	75.03%
800.710.53200	Postage	800.00	-	-	-	100.00%
800.710.53300	Operating Expenses	9,551.00	892.34	-	3,780.67	62.38%
800.710.53350	Janitorial Supplies	1,000.00	15.29	-	105.81	89.42%
800.710.53560	Gas, Oil, Etc.	16,000.00	595.95	-	1,295.25	89.21%
800.710.53585	Vehicle Maintenance	2,000.00	9.76	-	9.76	0.00%
800.710.53580	Parts	6,000.00	-	-	271.18	95.48%

Budget Code	Account Name	Adopted Amount	Current Month Expenditures	Encumbered Amount	YTD Expenditures	% Budget Remaining
800.710.53590	Repair & Maintenance Supplies	30,000.00	1,408.30	-	2,211.29	92.63%
800.710.53750	Small Equipment	1,000.00	770.00	-	770.00	23.00%
800.710.54000	Professional Services	281,600.00	23,391.67	207,375.03	69,405.01	1.71%
800.710.54030	Training & Education	6,200.00	-	-	-	100.00%
800.710.54080	Local Travel	200.00	-	-	-	100.00%
800.710.54200	Printing	2,000.00	-	-	-	100.00%
800.710.4220	Dues & Publications	3,550.00	176.80	-	176.80	95.02%
800.710.54255	Attorney Fees	10,000.00	-	-	-	100.00%
800.710.54300	Liability Insurance	49,220.00	1,350.00	-	35,743.68	27.38%
800.710.54340	Contract Services	4,404.00	366.98	-	733.96	83.33%
800.710.54520	Telephone	6,800.00	838.87	-	2,545.81	68.18%
800.710.54540	Utilities	80,000.00	6,971.20	-	9,547.94	88.36%
800.710.54550	Repairs & Maintenance	158,300.00	11,127.10	(897.10)	48,174.13	52.72%
800.710.54552	Hangar Repairs	25,000.00	-	-	-	100.00%
800.710.54555	Casualty Loss Repairs	10,000.00	-	-	-	100.00%
800.710.54580	Airport Equipment Maintenance	42,586.00	5,542.99	24,810.00	16,690.99	5.22%

Budget Code	Account Name	Adopted Amount	Current Month Expenditures	Encumbered Amount	YTD Expenditures	% Budget Remaining
800.710.54600	Office Equipment Rental	1,572.00	314.08	-	502.16	69.46%
800.710.54930	Property Taxes	14,602.00	10,281.59	-	10,281.59	6.53%
800.710.55250	Vehicles	40,000.00	-	-	41,845.00	-4.61%
800.710.54940	Depreciation Internal Funds	-				
800.625.5100	Improvements	-				
800.710.55150	Machinery	-				
800.710.55200	Equipment	-				
800.710.55570	RAMP Grant Expenditures	100,000.00	-	(14,540.00)	16,344.00	98.20%
800.710.55599	Asset Purchase Offset	-	-	-	(52,427.20)	0.00%
<b>TOTAL</b>		<b>1,273,116.00</b>	<b>85,109.04</b>		<b>267,152.95</b>	<b>61.12%</b>

**TOTAL EXPENSES (MINUS DEPRECIATION):**

**\$ 267,152.95**

## RMA BOARD AGENDA

**ITEM NUMBER: VII**  
**MEETING DATE 2/9/17**

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**ITEM TITLE:** Public Comment.  
**SUBMITTED BY:** Clyde Siebman, Chairman  
**DATE SUBMITTED:** January 30, 2017

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### **SUMMARY:**

This item has been added so that the public may address the Board. Each person will be limited to three minutes.

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### **ATTACHMENTS (LIST)**

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### **ALTERNATIVES/RECOMMENDATIONS:**