



# 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, August 11, 2016, in the Commissioners Courtroom, at the Grayson County Courthouse, **100 W. Houston Street, Sherman, TX 75090** is as follows:

1. Call To Order. \* \*\* \*\*\*
2. Consideration of approval of Minutes of June 9, 2016, Board Meeting.
3. Act on request to adjourn into Executive Session pursuant to Texas Government Code Sections:
  - i) Section 551.074 of the Texas Open Meetings Act for deliberation of a personnel matter regarding potential new employee.
  - ii) Section 551.087 of the Texas Open Meeting Act for deliberation of economic development negotiations.
4. Reconvene Regular Session; Action on Executive Session Items:
  - i) Consider and take possible action on personnel matter.
  - ii) Consider and take possible action on any items regarding economic development negotiations.
5. Update from Captain Mike Hess on the operations of the Texas Army National Guard at the Airport.
6. Consideration of approval and adoption of amended RMA By-Laws.
7. Director's Update to include discussion of Monthly Reports, Facility Upgrades and GCRMA and Airport Events/News.
8. Public Comments.
9. 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 903-786-2904 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.



NORTH TEXAS REGIONAL AIRPORT

[www.northtexasregionalairport.com](http://www.northtexasregionalairport.com)

## RMA BOARD AGENDA

ITEM NUMBER: Two  
MEETING DATE 08/11/16

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**ITEM TITLE:** Consideration of approval of Minutes of June 9, 2016, Board Meeting.

**SUBMITTED BY:** Clyde Siebman, Chairman

**DATE SUBMITTED:** July 7, 2016

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**SUMMARY:**

Minutes of the June 9, 2016, 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  
JUNE 9, 2016**

**MEMBER'S PRESENT:**

Bill Rasor, Acting Chairman  
Robert Brady  
Randy Hensarling

**MEMBER'S ABSENT:**

Clyde Siebman, Chairman  
Bill Benton, Vice Chairman

**OTHER'S PRESENT:**

Wm. B. (Ben) Munson, Esquire  
Phyllis James, Grayson Co. Commissioner Pct. 3  
Terry Morrow, Interim Airport Director  
Mark Taylor, U.S. Aviation  
Terry Vogel, Lake Texoma Jet Center  
Dave Gordon, Estrada-Hinojosa  
Craig Price, Asst. Grayson Co. District Attorney  
Duncan Henderson

Michael Hutchins, Herald Democrat  
Bill Magers, Grayson County Judge  
Stephen Alexander, Texas Aviation Partners  
Jim Wimberley, Texas Aviation Partners  
Jim Parker, Texas Aviation Partners  
Dennis Braner, Texas Turbine Conversions  
Larry Neal

**1.**

**Call to Order.**

Mr. Rasor, Acting Chairman, called the meeting to order at 10:03 a.m.

**2.**

**Consideration of approval of Minutes of May 12, 2016 Board Meeting.**

Mr. Brady made the motion to approve the minutes of the May 12, 2016 Board Meeting. Mr. Hensarling seconded the motion. All members voted aye.

**3.**

**Update from Captain Mike Hess on the operations of the Texas Army National Guard at the Airport.**

Mr. Rasor proposed the update be postponed due to Mike Hess being unable to attend the meeting.

**4.**

**Consideration of approval of the FY 2017 RMA Budget to be presented to Commissioners Court for approval.**

Ms. Morrow presented the RMA Budget, showing an increased total of \$101,000.00. Mr. Hensarling made the motion to approve the RMA Budget. Mr. Brady seconded the motion. All members voted aye.

**5.**

**Consideration of approval of the FY 2017 Airport Budget to be presented to Commissioners Court for approval.**

Ms. Morrow presented the Airport Budget, showing a total net gain/loss of \$136,862.00. Mr. Brady made the motion to approve the Airport Budget. Mr. Hensarling seconded the motion. All members voted aye.

6.

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

Ms. Morrow presented the fuel flowage report, which is up 20.52% for the year.

Ms. Morrow presented the air traffic control report, which is up 1.00%.

Ms. Morrow presented the March budget report, which has revenue to date of \$535,191.93 and expense of \$500,510.77. She said that the airport currently have a positive cash flow of \$34,681.16.

Ms. Morrow stated that there are no improvements being made to the airport currently.

Ms. Morrow updated the Board on the upcoming events at the Airport.

7.

**Act on request to adjourn into Executive Session pursuant to Texas Government Code Section 551.074 Personnel Matters - to discuss possible candidates for the position of Airport Director, Section 551.087 – Economic Development Negotiations - to discuss possible incentives for U.S. Aviation Group to secure the bid for the U.S. Air Force Initial Flight Training, and 551.087 Economic Development Negotiations – to receive an update on economic development at the Airport from Texas Aviation Partners, LLC.**

Mr. Brady made the motion to adjourn into Executive Session. Mr. Hensarling seconded the motion. All members voted aye. The Board adjourned into Executive Session at 10:12 a.m.

8.

**Reconvene Regular Session.**

The Board reconvened into regular session at 10:55 a.m. At this time, Mr. Rasor stated that there would be no action taken on items i) or iii) discussed in Executive Session.

Mr. Hensarling made the motion to pass Resolution 16-10. Mr. Brady seconded the motion. All members voted aye.

9.

**Public Comments.**

Mr. Rasor asked if anyone would like to make any comments.

Ms. Pat Purcell introduced herself and her involvement in putting on the Texoma 100 Air Race. She stated the 2017 Air Race will be the 10<sup>th</sup> anniversary and at this time will plan to have the race sometime in June of 2017.

10.

**Adjourn.**

There being no other business, Mr. Brady made the motion to adjourn. Mr. Hensarling seconded the motion. All members voted aye. The meeting was adjourned at 10:58 a.m.

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Bill Rasor, Acting Chairman

## RMA BOARD AGENDA

**ITEM NUMBER: Three**  
**MEETING DATE: 08/11/16**

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**ITEM TITLE:** Act on request to adjourn into Executive Session pursuant to Texas Government Code:

- i) Section 551.074 of the Texas Open Meetings Act for deliberation of personnel matter regarding potential new employee.
- ii) Section 551.087 of the Texas Open Meeting Act for deliberation of economic development negotiations.

**SUBMITTED BY:** Stephen Alexander, Texas Aviation Partners

**DATE SUBMITTED:** July 7, 2016

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**SUMMARY:**

**RMA BOARD AGENDA**

**ITEM NUMBER: Four**  
**MEETING DATE: 08/11/2016**

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**ITEM TITLE:** Reconvene Regular Session; Action on Executive Session Item  
i) Consider and take possible action on personnel matter  
ii) Section 551.087 of the Texas Open Meeting Act for deliberation of economic development

**SUBMITTED BY:** Stephen Alexander, Texas Aviation Partners

**DATE SUBMITTED:** July 7, 2016

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**SUMMARY:**

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**ATTACHMENTS (LIST)**

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**ALTERNATIVES/RECOMMENDATIONS:**

## **RMA BOARD AGENDA**

**ITEM NUMBER: Five**  
**MEETING DATE 08/11/16**

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**ITEM TITLE:** Update from Captain Mike Hess on the operations of the Texas Army National Guard at the Airport.

**SUBMITTED BY:** Clyde Siebman, Chairman

**DATE SUBMITTED:** July 7, 2016

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**SUMMARY:**

Captain Hess will be in attendance to update the Board on the exercise in April.

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**ATTACHMENTS (LIST)**

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**ALTERNATIVES/RECOMMENDATIONS:**

## **RMA BOARD AGENDA**

**ITEM NUMBER: Six**  
**MEETING DATE: 08/11/16**

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**ITEM TITLE:** Consideration of approval and adoption of amended RMA By-Laws.

**SUBMITTED BY:** Clyde Siebman, Chairman

**DATE SUBMITTED:** July 7, 2016

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### **SUMMARY:**

Due to some changes in management of the Airport, changes need to be made to the RMA By-Laws. The Airport Director will no longer be the Executive Director for the RMA. The By-Laws have been amended to reflect that.

*BYLAWS OF THE GRAYSON COUNTY REGIONAL MOBILITY AUTHORITY*

**§ 1. The Authority**

These bylaws are made and adopted for the regulation of the affairs and the performance of the functions of the Grayson County Regional Mobility Authority (the “Authority”), a regional mobility authority authorized and existing pursuant to Chapter 370 of the Texas Transportation Code as the same may be amended from time to time (the “RMA Act”), as well as rules adopted by the Texas Department of Transportation (“TxDOT”) concerning the operation of regional mobility authorities, located at 43 Tex. Admin. Code § 26.1, *et seq.* (the “RMA Rules”).

**§ 2. Principal Office**

The domicile and principal office of the Authority shall be in Grayson County.

**§ 3. General Powers**

The activities, property, and affairs of the Authority will be managed by its Board of Directors (the “Board”), which may exercise all powers and do all lawful acts permitted by the Constitution and statutes of the State of Texas, the RMA Rules, and these bylaws. The Authority shall act through the Board in the performance of its duties and functions.

**§ 4. Board of Directors**

(a) The Board of the Authority shall be composed of five (5) Directors, appointed as follows:

(1) The Grayson County Commissioners Court shall appoint four (4) Directors.

(2) The Governor shall appoint one (1) Director, who shall serve as the presiding officer and Chairman of the Board. The Governor’s appointee must be a resident of Grayson County.

(b) Directors of the Authority shall serve two-year terms, with as near as possible to one-half of the directors’ terms expiring on February 1 of each year. The terms of the Directors of the Authority shall begin on the date of their appointment and shall continue through February 1 of the year in which the term of each Board member expires.

(c) Each Director shall serve until his or her successor has been duly appointed and qualified or until his or her death, resignation, or removal from office in accordance with these bylaws. When the term of a Director expires, the entity that appointed the Director whose term is expiring shall appoint a successor to that Director.

(d) Directors qualified to serve under applicable law and these bylaws may be reappointed following the expiration of their terms. Except as otherwise provided by applicable law, there is no limitation on the number of terms a Director may serve.

(e) Each Director appointed by a Commissioners Court must be a resident of the county governed by that Commissioners Court at the time of their appointment.

(f) Upon the admission of a new county into the Authority in accordance with the RMA Act, the RMA Rules, and these bylaws, the number of Directors composing the Board shall be increased by one, and the Commissioners Court of the newly admitted county shall appoint one Director who must be a resident of that county at the time of his or her appointment.

Adopted 6/24/04  
Amended 9/10/09  
Amended 1/12/12  
Amended ~~7/14~~8/4/16

(g) In the event that the addition or withdrawal of a county from the Authority, or the subsequent appointment of a Director pursuant to subsection (f) above, results in an even number of Directors on the Board, the Governor shall appoint an additional Director.

## **§ 5. Qualifications of Directors**

(a) All Directors will have and maintain the qualifications set forth in this § 5, the RMA Act, and the RMA Rules.

(b) All appointments to the Board shall be made without regard to disability, sex, religion, age, or national origin.

(c) An elected official is not eligible to serve as a Director.

(d) An employee of a governmental entity located wholly or partly within the boundaries of the Authority is not eligible to serve as a Director.

(e) A person is not eligible to serve as a Director or as the Authority’s Executive Director if the person or the person’s spouse:

(1) is employed by or participates in the management of a business entity or other organization, other than a political subdivision, that is regulated by or receives money from the Texas Department of Transportation (“TxDOT”), Grayson County, or the Authority;

(2) owns or controls, directly or indirectly, more than a 10 percent interest in a business entity or other organization that is regulated by or receives money from TxDOT, Grayson County, or the Authority, other than compensation for acquisition of turnpike right-of-way;

(3) uses or receives a substantial amount of tangible goods, services, or money from TxDOT, Grayson County, or the Authority, other than compensation or reimbursement authorized by law for Board membership, attendance, or expenses, or for compensation for acquisition of turnpike right-of-way;

(4) is an officer, employee, or paid consultant of a Texas trade association in the field of road construction or maintenance, public transportation, or aviation; or

(5) is required to register as a lobbyist under Chapter 305, Government Code, because of the person’s activities for compensation on behalf of a profession related to the operation of TxDOT or the Authority.

## **§ 6. Vacancies**

A vacancy on the Board shall be filled promptly by the entity that made the appointment that falls vacant. Each Director appointed to a vacant position shall be appointed for the unexpired term of the Director’s predecessor in that position.

## **§ 7. Resignation and Removal**

A Director may resign at any time upon giving written notice to the Authority and the entity that appointed that Director. A Director may be removed from the Board if the Director does not possess at the time the Director is appointed, or does not maintain, the qualifications required by the RMA Act, the RMA Rules, or these bylaws, or if the Director violates any of the foregoing. In addition, a Director who cannot discharge the Director’s duties for a substantial portion of the term for which he or she is appointed because of illness or disability, or a Director who is absent from more than half of the regularly scheduled Board meetings during a given calendar year, may be removed. If a Director of the Authority knows that a potential ground for removal of a Director exists, that Director

Adopted 6/24/04

Amended 9/10/09

Amended 1/12/12

Amended ~~7/14~~8/4/16

shall notify the Chairman of the potential ground for removal. The Chairman then shall notify the entity that appointed such Director of the potential ground for removal. A Director shall be considered removed from the Board only after the Authority receives notice of removal from the entity that appointed such Director.

### **§ 8. Compensation of Directors**

Directors shall serve without compensation, but will be reimbursed for their actual expenses of attending each meeting of the Board and for such other expenses as may be reasonably incurred in their carrying out the duties and functions as set forth herein.

### **§ 9. Conflict of Interest and Additional Obligations of Directors**

A Director shall not: (a) accept or solicit any gift, favor, or service that might reasonably tend to influence that Director in the discharge of official duties on behalf of the Authority or that the Director knows or should know is being offered with the intent to influence the Director's official conduct; or (b) accept other compensation that could reasonably be expected to impair the Director's independence of judgment in the performance of the Director's official duties. Directors shall familiarize themselves and comply with all applicable laws regarding conflicts of interest, including Chapters 171 and 176 of the Texas Local Government Code and any conflict of interest policy adopted by the Board.

Directors shall comply with the requirement to complete training on the Authority's responsibilities under the Texas Open Meetings Act and Public Information Act as provided by §§ 551.005 and 552.012 of the Texas Government Code.

### **§ 10. Meetings**

All regular meetings of the Board shall be held in a county of the Authority, at a specific site, date, and time to be determined by the Chairman. The Chairman may postpone any regular meeting if it is determined that such meeting is unnecessary or that a quorum will not be achieved, but no fewer than four regular meetings shall be held during each calendar year. Special meetings and emergency meetings of the Board may be called, upon proper notice, at any time by the Chairman or at the request of any two Directors. Special meetings and emergency meetings shall be held at such time and place as is specified by the Chairman, if the Chairman calls the meeting, or by the two Directors, if they call the meeting. The Chairman shall set the agendas for meetings of the Board, except that the agendas of meetings called by two Directors shall be set by those Directors.

### **§ 11. Voting; Quorum**

A majority of the Directors constitutes a quorum, and the vote of a majority of the Directors present at a meeting at which a quorum is present will be necessary for any action taken by the Board. No vacancy in the membership of the Board will impair the right of a quorum to exercise all of the rights and to perform all of the duties of the Board. Therefore, if a vacancy occurs, a majority of the Directors then serving in office will constitute a quorum.

### **§ 12. Meetings by Telephone**

As authorized by § 370.262 of the RMA Act, the Board and committees of the Board may participate in and hold open or closed meetings by means of conference telephone or other electronic communications equipment by which all persons participating in the meeting can communicate with each other and at which public participation is permitted by a speaker telephone or other electronic communications equipment at a conference room of the Authority or other facility in Grayson County that is accessible to the public. Such meetings are subject to the notice requirements of §§ 551.125(c) through (f) of the Texas Open Meetings Act, and the notice must state where members of the public can attend to hear those portions of the meeting open to the public. Such meetings are not, however, subject to the requirements of § 551.125(b) of the Texas Open Meetings Act. Participation in a meeting pursuant to this § 12 constitutes being present in person at such meeting, except that a Director will not be

Adopted 6/24/04

Amended 9/10/09

Amended 1/12/12

Amended ~~7/14~~8/4/16

considered in attendance when the Director appears at such a meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened as generally provided under § 15 of these bylaws.

Each part of a meeting conducted by telephone conference or other electronic means that by law must be open to the public shall be accessible to the public at the location specified in the notice and shall be tape-recorded and documented by written minutes. On conclusion of the meeting, the tape recording shall be made available to the public, and the written minutes shall be made available to the public once they are approved by the Board.

### **§ 13. Procedure**

All meetings of the Board and its committees shall be conducted in accordance with Robert’s Rules of Order pursuant to statutorily proper notice of meeting posted as provided by law. The Chairman at any time may change the order of items to be considered from that set forth in the notice of meeting, provided that all agenda items that require a vote by the Board shall be considered at the meeting for which they have been posted. To the extent procedures prescribed by applicable statutes, the RMA Rules, or these bylaws conflict with Robert’s Rules of Order, the statutes, the RMA Rules, or these bylaws shall govern.

### **§ 14. Committees**

The Chairman at any time may designate from among the Directors one or more ad hoc or standing committees, each of which shall be comprised of two or more Directors, and may designate one or more Directors as alternate members of such committees, who may, subject to any limitations imposed by the Chairman, replace absent or disqualified members at any meeting of that committee. The Chairman serves as a non-voting ex-officio member of each committee; provided, however, that the Chairman may serve as a regular voting member of a committee in the event that he or she so designates. If approved by a resolution passed by a majority vote of the Board, a committee shall have and may exercise all of the authority of the Board, to the extent provided in such resolution and subject to the limitations imposed by applicable law. The Chairman shall appoint the chairman of each committee, as well as Directors to fill any vacancies in the membership of the committees. At the next regular meeting of the Board following the Chairman’s formation of a committee, the Chairman shall deliver to the Directors and the Secretary a written description of the committee, including (a) the name of the committee, (b) whether it is an ad hoc or standing committee, (c) its assigned function(s) and/or task(s), (d) whether it is intended to have a continuing existence or to dissolve upon the completion of a specified task and/or the occurrence of certain events, (e) the Directors designated as members and alternate members of the committee and its chairman, and (f) such other information as requested by any Director. The Secretary shall enter such written description into the official records of the Authority. The Chairman shall provide a written description of any subsequent changes to the name, function, tasks, term, or composition of any committee in accordance with the procedure described in the preceding two sentences. A committee also may be formed by a majority vote of the Board, which vote (and not the Chairman) also shall specify the committee’s chairman and provide the descriptive information otherwise furnished by the Chairman in accordance with the preceding three sentences. A meeting of any committee formed pursuant to this § 14 may be called by the Chairman, the chairman of the applicable committee, or by any two members of the committee. All committees comprised of a quorum of the Board shall keep regular minutes of their proceedings and report the same to the Board as required. The designation of a committee of the Board and the delegation thereto of authority shall not operate to relieve the Board, or any Director, of any responsibility imposed upon the Board or the individual Director by law. To the extent applicable, the provisions of these bylaws relating to meetings, quorums, meetings by telephone, and procedure shall govern the meetings of the Board’s committees.

### **§ 15. Notice to Directors**

Notice of each meeting of the Board shall be sent by electronic mail or facsimile to all Directors entitled to vote at such meeting. The notice will be deemed delivered when transmitted properly to the correct email address or number. Such notice of meetings also may be given by telephone, provided that any of the Chairman, Secretary, or their designee speaks personally to the applicable Director to give such notice.

Adopted 6/24/04  
Amended 9/10/09  
Amended 1/12/12  
Amended ~~7/14~~8/4/16

## **§ 16. Waiver of Notice**

Whenever any notice is required to be given to any Director by statute or by these bylaws, a written waiver of such notice signed by the person or persons entitled to such notice, whether before or after the time required for such notice, shall be deemed equivalent to the giving of such notice.

## **§ 17. Attendance as Waiver**

Attendance of a Director at a meeting of the Board or a committee thereof will constitute a waiver of notice of such meeting, except that a Director will not be considered in attendance when the Director appears at such a meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

## **§ 18. Officers**

The officers of the Authority shall consist of a Chairman, a Vice Chairman, a Secretary, and a Treasurer. The offices of Secretary and Treasurer may be held simultaneously by the same person. The individuals elected as officers shall not be compensated for their service as officers; however, officers shall be reimbursed for all expenses incurred in conducting proper Authority business and for travel expenses incurred in the performance of their duties. If desired, the Board may also designate an Assistant Secretary and Assistant Treasurer, who shall also be considered officers of the Authority.

## **§ 19. Election and Term of Office**

Except for the office of Chairman, which is filled by the Governor's appointment, officers will be elected by the Board for a term of two years after the initial appointment subject to § 20 of these bylaws. The election of officers to succeed officers whose terms have expired shall be by a vote of the Directors of the Authority at the first meeting of the Authority held after February 2 of each year or at such other meeting as the Board determines.

## **§ 20. Removal and Vacancies**

Each officer shall hold office until a successor is chosen and qualified, or until the officer's death, resignation, or removal, or, in the case of a Director serving as an officer, until such officer ceases to serve as a Director. Any officer, except the Chairman, may resign at any time upon giving written notice to the Board. The Chairman may resign at any time upon giving written notice to the Board and the Governor. Any officer except the Chairman may be removed from service as an officer at any time, with or without cause, by the affirmative vote of a majority of the Directors of the Authority. The Directors of the Authority may at any meeting vote to fill any officer position except the Chairman vacated due to an event described in this § 20 for the remainder of the unexpired term.

## **§ 21. Chairman**

The Chairman is appointed by the Governor and is a Director of the Authority. The Chairman shall appoint all committees of the Board as specified in these bylaws (except as otherwise provided in § 14 of these bylaws), call all regular meetings of the Board, preside at and set the agendas for all meetings of the Board (except as provided in the concluding sentence of § 10 of these bylaws), and approve the reimbursement of expenses to Directors.

## **§ 22. Vice Chairman**

The Vice Chairman must be a Director of the Authority. During the absence or disability of the Chairman, upon the Chairman's death or resignation (and pending the Governor's appointment of a successor new Chairman), or upon

Adopted 6/24/04  
Amended 9/10/09  
Amended 1/12/12  
Amended ~~7/14~~8/4/16

the Chairman's request, the Vice Chairman shall perform the duties and exercise the authority and powers of the Chairman.

### **§ 23. Secretary**

The Secretary need not be a Director of the Authority. The Secretary shall keep true and complete records of all proceedings of the Directors in books provided for that purpose and shall assemble, index, maintain, and keep up-to-date a book of all of the policies adopted by the Authority; attend to the giving and serving of all notices of meetings of the Board and its committees and such other notices as are required by the office of Secretary and any trust indenture binding on the Authority or Directors of the Authority; seal with the official seal of the Authority (if any) and attest all documents, including trust agreements, bonds, and other obligations of the Authority that require the official seal of the Authority to be impressed thereon; execute, attest, and verify signatures on contracts conveying property of the Authority and other agreements binding on the Authority which by law or Board resolution require attestation; maintain custody of the corporate seal, minute books, accounts, and all other official documents and records, files, and contracts that are not specifically entrusted to some other officer or depository; and hold such administrative offices and perform such other duties as the Directors shall require.

### **§ 24. Treasurer**

The Treasurer need not be a Director of the Authority. The Treasurer shall execute all requisitions to the applicable bond trustee for withdrawals from the construction fund, unless the Board designates a different officer, Director, or employee of the Authority to execute any or all of such requisitions. In addition, the Treasurer shall execute, and if necessary attest, any other documents or certificates required to be executed and attested by the Treasurer under the terms of any trust agreement or supplemental trust agreement entered into by the Authority; maintain custody of the Authority's funds and securities and keep a full and accurate account of all receipts and disbursements, and endorse, or cause to be endorsed, in the name of the Authority and deposit, or cause to be deposited, all funds in such bank or banks as may be designated by the Authority as depositories; render to the Directors at such times as may be required an account of all financial transactions coming under the scope of the Treasurer's authority; give a good and sufficient bond, to be approved by the Authority, in such an amount as may be fixed by the Authority; coordinate with Authority staff and consultants to invest such of the Authority's funds as directed by resolution of the Board, subject to the restrictions of any trust agreement entered into by the Authority; and hold such administrative offices and perform such other duties as the Directors of the Authority shall require. If, and to the extent that, the duties or responsibilities of the Treasurer and those of any administrator conflict and are vested in different persons, the conflicting duties and responsibilities shall be deemed vested in the Treasurer.

### **§ 25. Administrators**

The chief administrator of the Authority shall be the Chairman. Other administrators may be appointed by the Chairman with the consent of the Board. All such administrators shall perform such duties and have such powers as may be assigned to them by the Chairman or as set forth in Board resolutions. Any administrator may be removed, with or without cause, at any time by the Chairman. All administrators will be reimbursed for expenses incurred in performance of their duties as approved by the Chairman. Notwithstanding the foregoing, all expense reimbursements to the Chairman shall be subject to the approval of the Board.

### **§ 26. Indemnification by the Authority**

Any person made a party to or involved in any litigation, including any civil, criminal or administrative action, suit or proceeding, by reason of the fact that such person is or was a Director, officer, or administrator of the Authority or by reason of such person's alleged negligence or misconduct in the performance of his or her duties as such Director, officer, or administrator shall be indemnified by the Authority, to the extent funds are lawfully available and subject to any other limitations that exist by law, against liability and the reasonable expenses, including attorneys' fees, actually and necessarily incurred by him or her in connection with any action therein, except in

Adopted 6/24/04  
Amended 9/10/09  
Amended 1/12/12  
Amended ~~7/14~~8/4/16

relation to matters as to which it is adjudged that such Director, officer, or administrator is liable for gross negligence or willful misconduct in the performance of his or her duties. A conviction or judgment entered in connection with a compromise or settlement of any such litigation shall not by itself be deemed to constitute an adjudication of liability for such gross negligence or willful misconduct. However, in the event of a conviction for an offense involving the conduct for which the Director, officer, or administrator was indemnified, the Director, officer, or administrator shall be liable to the Authority for the amount of indemnification paid, with interest at the legal rate for interest on a judgment from the date the indemnification was paid, as provided in § 370.258 of the RMA Act. The right to indemnification will include the right to be paid by the Authority for expenses incurred in defending a proceeding in advance of its final disposition in the manner and to the extent permitted by the Board in its sole discretion. In addition to the indemnification described above that the Authority shall provide a Director, officer or administrator, the Authority may, upon approval of the Board in its sole discretion, indemnify a Director, officer, or administrator under such other circumstances, or may indemnify an employee, against liability and reasonable expenses, including attorneys' fees, incurred in connection with any claim asserted against him or her in said party's capacity as a Director, officer, administrator, or employee of the Authority, subject to any limitations that exist by law. Any indemnification by the Authority pursuant to this § 26 shall be evidenced by a resolution of the Board.

### **§ 27. Expenses Subject to Indemnification**

As used herein, the term "expenses" includes fines or penalties imposed and amounts paid in compromise or settlement of any such litigation only if:

(a) independent legal counsel designated by a majority of the Board, excluding those Directors who have incurred expenses in connection with such litigation for which the indemnification has been or is to be sought, shall have advised the Board that, in the opinion of such counsel, such Director, officer, administrator, or other employee is not liable to the Authority for gross negligence or willful misconduct in the performance of his or her duties with respect to the subject of such litigation; and

(b) a majority of the Directors shall have made a determination that such compromise or settlement was or will be in the best interests of the Authority.

### **§ 28. Procedure for Indemnification**

Any amount payable by way of indemnity under these bylaws may be determined and paid pursuant to an order of or allowance by a court under the applicable provisions of the laws of the State of Texas in effect at the time and pursuant to a resolution of a majority of the Directors, other than those who have incurred expenses in connection with such litigation for which indemnification has been or is to be sought. In the event that all of the Directors are made parties to such litigation, a majority of the Board shall be authorized to pass a resolution to provide for legal expenses for the entire Board.

### **§ 29. Additional Indemnification**

The right of indemnification provided by these bylaws shall not be deemed exclusive of any right to which any Director, officer, administrator, or other employee may be entitled, as a matter of law, and shall extend and apply to the estates of deceased Directors, officers, administrators, and other employees.

### **§ 30. Contracts and Purchases**

All contracts and purchases on behalf of the Authority shall be entered into and made in accordance with rules of procedure prescribed by the Board and applicable laws and rules of the State of Texas and its agencies.

Adopted 6/24/04  
Amended 9/10/09  
Amended 1/12/12  
Amended ~~7/14~~8/4/16

### **§ 31. Sovereign Immunity**

Unless required by law, the Authority will not by agreement or otherwise waive or impinge upon its sovereign immunity.

### **§ 32. Termination of Employees**

Employees of the Authority shall be employees at will unless they are party to an employment agreement with the Authority executed by the Chairman upon approval by the Board. Employees may be terminated at any time, with or without cause, by the Chairman subject to applicable law and the policies in place at the time of termination.

### **§ 33. Strategic Plan, Annual Report, and Presentation to Commissioners Court**

(a) Each even-numbered year, the Authority shall issue a Strategic Plan of its operations covering the next five fiscal years, beginning with the next odd-numbered fiscal year. A draft of each Strategic Plan shall be submitted to the Board for review, approval, and, subject to revisions required by the Board, adoption.

(b) Under the direction of the Chairman, the staff and/or consultants of the Authority shall prepare a draft of an Annual Report on the Authority's activities during the preceding year and describing all turnpike revenue bond issuances anticipated for the coming year, the financial condition of the Authority, all project schedules, and the status of the Authority's performance under the most recent Strategic Plan. The draft shall be submitted to the Board for review, approval, and, subject to revisions required by the Board, adoption. Not later than March 31 following the conclusion of the preceding fiscal year, the Authority shall file with the Commissioners Court of each County included in the Authority the Authority's Annual Report, as adopted by the Board.

(c) At the invitation of a Commissioners Court of a County in the Authority, representatives of the Board shall appear before the Commissioners Court to present the Annual Report and respond to questions and receive comments.

### **§ 34. Rates and Regulations**

The Board shall, in accordance with all applicable trust agreements, the RMA Act, the RMA Rules, or other law, establish toll rates and fees, designate speed limits, establish fines for toll violators, and adopt rules and regulations for the use and occupancy of turnpike projects.

### **§ 35. Compliance with Law**

The Board shall comply with all requirements of the RMA Act, applicable administrative rules of the Texas Department of Transportation and all other applicable law.

### **§ 36. Fiscal Year**

The fiscal year for the Authority shall be from October 1<sup>st</sup> to September 30<sup>th</sup>.

### **§ 37. Seal**

The official seal of the Authority shall consist of the embossed impression of a circular disk with the words "Grayson County Regional Mobility Authority, 2004" on the outer rim, with a star in the center of the disk.

Adopted 6/24/04  
Amended 9/10/09  
Amended 1/12/12  
Amended ~~7/14~~8/4/16

**§ 38. Amendments to Bylaws**

Except as may be otherwise provided by law, these bylaws may be amended, modified, altered, or repealed in whole or in part, at any regular meeting of the Board after ten days advance notice has been given by the Chairman to each Director of the proposed change. These bylaws may not be amended at any special or emergency meeting of the Board.

**§ 39. Dissolution of the Authority**

(a) Voluntary Dissolution: The Authority may not be dissolved unless the dissolution is approved by the Texas Transportation Commission (the “commission”). The Board may submit a request to the commission for approval to dissolve. The commission may approve a request to dissolve only if:

(1) all debts, obligations, and liabilities of the Authority have been paid and discharged or adequate provision has been made for the payment of all debts, obligations, and liabilities;

(2) there are no suits pending against the Authority, or adequate provision has been made for the satisfaction of any judgment, order, or decree that may be entered against it in any pending suit; and

(3) the Authority has commitments from other governmental entities to assume jurisdiction of all Authority transportation facilities.

(b) Involuntary Dissolution: The commission by order may require the Authority to dissolve if the commission determines that the Authority has not substantially complied with the requirements of a commission rule or an agreement between the department and the Authority. The commission may not require dissolution unless:

(1) The conditions described in Paragraphs (a)(1) and (2) above have been met; and

(2) The holders of any indebtedness have evidenced their agreement to the dissolution.

Adopted 6/24/04  
Amended 9/10/09  
Amended 1/12/12  
Amended ~~7/14~~8/4/16

## RMA BOARD AGENDA

**ITEM NUMBER: Seven**  
**MEETING DATE: 08/11/16**

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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:** Stephen Alexander, Texas Aviation Partners

**DATE SUBMITTED:** July 7, 2016

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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:

1. U.S. National Aerobatic Championship – September 23 - October 1, 2016

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### **ATTACHMENTS (LIST)**

Fuel Flowage Report – June 2016  
ATCT Report – June 2016  
Budget Report – April 2016

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### **ALTERNATIVES/RECOMMENDATIONS:**

Take action as necessary

**North Texas Regional Airport  
Fuel Flowage Report  
FY: 2016**

**Total Fuel Flowage in Gallons for FY 2016 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. 2015</b>	3,958.0	23,216.0	27,174.0	35,202.0
<b>Nov. 2015</b>	3,934.0	15,915.0	19,849.0	37,959.0
<b>Dec. 2015</b>	4,024.0	23,436.0	27,460.0	20,640.0
<b>Jan. 2016</b>	-	30,358.0	30,358.0	15,688.0
<b>Feb. 2016</b>	3,979.0	23,464.0	27,443.0	24,132.0
<b>Mar. 2016</b>	9,319.0	15,866.0	25,185.0	22,566.0
<b>Apr. 2016</b>	-	30,205.0	30,205.0	19,842.0
<b>May. 2016</b>	3,949.0	15,789.0	19,738.0	14,719.0
<b>Jun. 2016</b>	3,929.0	23,629.0	27,558.0	23,118.0
<b>Jul. 2016</b>	3,903.0	7,849.0	11,752.0	53,890.0
<b>Aug. 2016</b>			-	18,800.0
<b>Sep. 2016</b>			-	30,556.0
<b>Total:</b>	<b>36,995.0</b>	<b>209,727.0</b>	<b>246,722.0</b>	<b>317,112.0</b>
<b>Last Year's To Date Gallons Received Total:</b>				<b>267,756.0</b>
<b>Percent Change Over Last Year by Month:</b>				<b>-78.19%</b>
<b>Percent Change Over Last Year:</b>				<b>-7.86%</b>

<b>% of Avgas:</b>	<b>14.99%</b>
<b>% of Jet-A:</b>	<b>85.01%</b>

<b>Combined Annual Fuel Sales</b>	<b>354,831.0</b>
<b>Percent Change Over Last Year by Month:</b>	<b>-59.26%</b>
<b>Percent Change Over Last Year:</b>	<b>0.13%</b>

**Total Fuel Flowage in Gallons for FY 2016 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. 2015</b>	15,862.0	-	15,862.0	-
<b>Nov. 2015</b>	8,073.0	-	8,073.0	7,961.0
<b>Dec. 2015</b>	16,071.0	-	16,071.0	-
<b>Jan. 2016</b>	8,046.0	-	8,046.0	15,576.0
<b>Feb. 2016</b>	14,043.0	-	14,043.0	7,962.0
<b>Mar. 2016</b>	7,994.0		7,994.0	3,983.0
<b>Apr. 2016</b>	14,253.0		14,253.0	7,941.0
<b>May. 2016</b>	-	-	-	7,916.0
<b>Jun. 2016</b>	15,446.0	-	15,446.0	15,676.0
<b>Jul. 2016</b>	8,321.0		8,321.0	19,596.0
<b>Aug. 2016</b>			-	14,811.0
<b>Sep. 2016</b>			-	15,731.0
<b>Total:</b>	<b>108,109.0</b>	<b>-</b>	<b>108,109.0</b>	<b>117,153.0</b>
<b>Last Year's To Date Gallons Received Total:</b>				<b>86,611.0</b>
<b>Percent Change Over Last Year by Month:</b>				<b>-100.00%</b>
<b>Percent Change Over Last Year:</b>				<b>24.82%</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 2016**

Month	ITINERANT										LOCAL			IFR/VFR Overflight Count	FY 2016 Airport Ops	FY 2015 Airport Ops
	IFR					VFR					CIVIL	MI	TOTAL LOCAL			
AC	AT	GA	MI	TOTAL	AC	AT	GA	MI	TOTAL							
Oct-15	0	6	350	1	357	0	0	3,249	1	3,250	3,080	2	3,082	198	6,887	6,457
Nov-15	0	4	299	8	311	0	0	2,031	34	2,065	2,936	0	2,936	188	5,500	5,503
Dec-15	0	12	209	4	225	0	4	2,712	14	2,730	3,810	8	3,818	208	6,981	5,052
Jan-16	0	6	267	0	273	0	2	2,393	12	2,407	2,850	0	2,850	158	5,688	8,117
Feb-16	0	6	235	0	241	0	0	2,498	30	2,528	3,963	0	3,963	202	6,934	5,740
Mar-16	0	7	250	0	257	0	2	1,973	9	1,984	2,990	0	2,990	134	5,365	5,783
Apr-16	0	12	313	12	337	0	0	2,278	39	2,317	2,943	10	2,953	198	5,805	5,729
May-16	0	13	417	8	438	0	27	2,090	5	2,122	2,756	4	2,760	170	5,490	5,785
Jun-16	0	1	247	0	248	0	0	2,462	0	2,462	3,443	4	3,447	358	6,515	7,485
Jul-16	0	4	221	0	225	0	2	2,165	0	2,167	2,770	0	2,770	206	5,368	6,294
Aug-16					0					0			0	0	0	6,423
Sep-16					0					0			0	0	0	12,596
<b>Total</b>	<b>0</b>	<b>71</b>	<b>2,808</b>	<b>33</b>	<b>2,912</b>	<b>0</b>	<b>37</b>	<b>23,851</b>	<b>144</b>	<b>24,032</b>	<b>31,541</b>	<b>28</b>	<b>31,569</b>	<b>2,020</b>	<b>60,533</b>	<b>80,964</b>

OVERFLIGHT COUNT											
Month	IFR OVERFLIGHTS					VFR OVERFLIGHTS					TOTAL OVERFLIGHTS
	AC	AT	GA	MI	TOTAL	AC	AT	GA	MI	TOTAL	
Oct-15	0	0	2	0	2	0	48	148	0	196	198
Nov-15	0	0	2	0	2	0	64	104	18	186	188
Dec-15	0	0	0	0	0	0	66	140	2	208	208
Jan-16	0	0	0	0	0	0	36	120	2	158	158
Feb-16	0	0	0	0	0	0	40	160	2	202	202
Mar-16	0	0	0	0	0	0	34	100	0	134	134
Apr-16	0	0	0	0	0	0	38	150	10	198	198
May-16	0	0	0	0	0	0	42	124	4	170	170
Jun-16	0	0	0	0	0	0	62	294	2	358	358
Jul-16	0	0	0	0	0	0	56	150	0	206	206
Aug-16					0					0	0
Sep-16					0					0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>486</b>	<b>1,490</b>	<b>40</b>	<b>2,016</b>	<b>2,020</b>

% Change Last Year/Same Time:	
Itinerant	8.65%
Local	-8.89%
Overflight	-19.10%
<b>Total</b>	<b>-2.28%</b>

% Change Last Year by Month:	
Itinerant	-17.55%
Local	-7.16%
Overflight	-21.30%
<b>Total</b>	<b>-12.77%</b>

Daily Summary of Ops for August 2015:	# / Days	# / Ops	Avg.
0 - Daily Ops	0	0	0
1-99 Daily Ops	3	194	64.6
100 - 199 Daily Ops	15	2,116	141.1
200 - 299 Daily Ops	12	2,758	229.8
300 - 399 Daily Ops	1	300	300.0
400 - Plus Daily Ops	0	0	0.0

Peak Day - 300 operations on July 19, 2016  
Slowest day - 27 Operations on July 3, 2016  
Average daily operation for May: 173.2 ops

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

<b>YTD REVENUE:</b>	<b>\$ 589,720.58</b>
<b>YTD EXPENSES:*</b>	<b>\$ 643,242.71</b>
<b>DIFFERENCE IN REVENUE &amp; EXPENSE:</b>	<b>\$ (53,522.13)</b>

**\*YTD Expenses minus depreciation**

**NORTH TEXAS REGIONAL AIRPORT  
REVENUE REPORT  
April, 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	37,122.32	255,918.94	59.88%
800.000.41520 Revenue Producing Facilities	334,562.00	24,492.28	184,380.55	55.11%
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	31,640.74	67.21%
800.000.41550 Land - Aviation	103,604.00	7,581.04	62,140.22	59.98%
800.000.41560 Insurance	55,836.00	3,335.84	24,372.41	43.65%
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	4,445.80	27,201.60	63.26%
800.000.49900 Insurance Proceeds	0.00	0.00	0.00	0.00%
800.000.49950 Miscellaneous	7,000.00	427.19	3,284.72	46.92%
800.000.49000 Interest Income	600.00	127.20	781.40	130.23%
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>79,126.22</b>	<b>589,720.58</b>	<b>48.37%</b>

**NORTH TEXAS REGIONAL AIRPORT  
EXPENSE REPORT  
April, 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	11,202.84	-	58,454.49	66.74%
800.710.1080	Part-Time	62,244.00	7,874.00	-	30,576.27	50.88%
800.710.52010	Social Security Taxes	17,870.00	1,466.61	-	6,792.94	61.99%
800.710.52020	Group Hospital Insurance	31,551.00	1,755.74	-	12,290.18	61.05%
800.710.52030	Retirement	22,959.00	1,316.96	-	6,829.70	70.25%
800.710.52031	457 Deferred Comp Expense	2,948.00	756.20	-	3,945.61	-33.84%
800.710.52040	Unemployment Compensation	944.00	63.45	-	321.18	65.98%
800.710.52050	Workers Compensation	3,487.00	389.59	-	1,902.80	45.43%
800.710.52060	Other Post Employment Benefits	50,000.00	-	-	-	100.00%
800.710.53100	Office Supplies	3,000.00	-	-	1,133.28	62.22%
800.710.53200	Postage	800.00	-	-	60.11	92.49%
800.710.53300	Operating Expenses	9,551.00	892.48	-	8,075.29	15.45%
800.710.53350	Janitorial Supplies	1,000.00	21.60	-	469.59	53.04%
800.710.53560	Gas, Oil, Etc.	16,000.00	1,354.68	-	3,693.10	76.92%
800.710.53570	Tires, Batteries & Accessories	2,000.00	-	-	686.00	65.70%
800.710.53580	Parts	6,000.00	1,271.35	1,056.00	2,854.41	34.83%

Budget Code	Account Name	Adopted Amount	Current Month Expenditures	Encumbered Amount	YTD Expenditures	% Budget Remaining
800.710.53590	Repair & Maintenance Supplies	30,000.00	221.13	-	9,345.13	68.85%
800.710.53750	Small Equipment	1,000.00	99.99	-	263.99	73.60%
800.710.54000	Professional Services	281,600.00	23,596.67	115,333.35	161,891.69	1.55%
800.710.54030	Training & Education	6,200.00	743.96	-	743.96	88.00%
800.710.54080	Local Travel	200.00	-	-	-	100.00%
800.710.54200	Printing	2,000.00	389.70	-	873.23	56.34%
800.710.4220	Dues & Publications	3,550.00	-	-	2,655.25	25.20%
800.710.54255	Attorney Fees	10,000.00	-	-	2,250.00	77.50%
800.710.54300	Liability Insurance	49,220.00	-	-	35,748.23	27.37%
800.710.54340	Contract Services	4,404.00	366.98	-	2,326.88	47.16%
800.710.54520	Telephone	6,800.00	268.21	-	4,503.24	33.78%
800.710.54540	Utilities	80,000.00	4,396.55	-	24,895.54	68.88%
800.710.54550	Repairs & Maintenance	158,300.00	5,821.70	20,106.05	62,561.77	47.78%
800.710.54552	Hangar Repairs	25,000.00	-	-	-	100.00%
800.710.54555	Casualty Loss Repairs	10,000.00	-	-	60,100.00	-501.00%
800.710.54580	Airport Equipment Maintenance	42,586.00	2,560.00	13,460.00	24,420.57	11.05%

Budget Code	Account Name	Adopted Amount	Current Month Expenditures	Encumbered Amount	YTD Expenditures	% Budget Remaining
800.710.54600	Office Equipment Rental	1,572.00	94.04	-	1,004.32	36.11%
800.710.54930	Property Taxes	14,602.00	-	-	10,473.23	28.28%
800.710.54940	Depreciation Internal Funds	-	102,135.78	-	359,192.27	0.00%
800.625.5100	Improvements	-	-	-	-	0.00%
800.710.55150	Machinery	45,200.00	45,103.73	-	45,103.73	0.21%
800.710.55200	Equipment	-	-	-	-	0.00%
800.710.55570	RAMP Grant Expenditures	100,000.00	30,703.79	5,887.96	55,997.00	38.12%
<b>TOTAL</b>		<b>1,278,316.00</b>	<b>244,867.73</b>		<b>1,002,434.98</b>	

**TOTAL EXPENSES (MINUS DEPRECIATION):**

**\$ 643,242.71**

## RMA BOARD AGENDA

**ITEM NUMBER: Eight**  
**MEETING DATE: 08/11/16**

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**ITEM TITLE:** Public Comment.  
**SUBMITTED BY:** Clyde Siebman, Chairman  
**DATE SUBMITTED:** July 7, 2016

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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:**