



GRAYSON COUNTY REGIONAL MOBILITY AUTHORITY

4700 Airport Drive - Denison, Texas 75020
Tel. 903.786.3566 - Fax 903.786.9185 - www.gcrma.com

AGENDA

The Agenda for the Grayson County Regional Mobility Authority Board Meeting scheduled for 10:00 a.m., Thursday, September 14, 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 July 13, 2017 minutes
- III. Committee Reports
 - a. Rail Committee
 - b. Road Committee
 - c. Special Committee
 - d. Airport Committee
 - i. Director Update
- IV. Action Items
 - a. Discuss the 2017 Project Report due to TxDOT in December.
 - b. Discuss and take possible on action on short and long term leases.
 - c. Discussion of Special Committee for reviewing leases and new business.
- V. Act on request to adjourn into Executive Session pursuant to Texas Government code Sections:
 - a. Section 551.072 of the Texas Open Meeting Act to discuss proposed lease rates for real property leased to third parties.
 - b. Section 551.087 of the Texas Open Meeting Act for deliberation of economic development negotiations related to incentives to be considered for prospective tenants.
- VI. Reconvene Regular Session: Action on Executive Session Items:
 - a. Consider and take possible action on proposed lease rates for real property leased to third parties.
 - b. Consider and take possible of economic development negotiations related to incentives to prospective tenants.

Public Comments

- VI. Adjourn



NORTH TEXAS REGIONAL AIRPORT

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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.



NORTH TEXAS REGIONAL AIRPORT

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RMA BOARD AGENDA

ITEM NUMBER: Two
MEETING DATE 09/14/17

ITEM TITLE: Consideration of approval of Minutes of July 11, 2017 Board Meeting.

SUBMITTED BY: Robert Brady, Chairman

DATE SUBMITTED: Sept, 6, 2017

SUMMARY:

Minutes of the July 11, 2017 RMA Board of Directors Meeting as transcribed from recorded tape.

ATTACHMENTS (LIST)

Minutes

ALTERNATIVES/RECOMMENDATIONS:

Approve minutes with changes, if any

**GRAYSON COUNTY REGIONAL MOBILITY AUTHORITY
BOARD OF DIRECTORS MEETING
JULY 13, 2017**

MEMBER'S PRESENT

Bill Rasor, Acting Chair
Randy Hensarling.
Robert Brady

MEMBER'S ABSENT

Chairman Clyde Siebman
Vice Chairman Bill Benton

OTHER'S PRESENT

Bill Magers, Grayson County Judge
Bart Lawrence, Co. Commissioner Pct. #4
Terry Vogel, Lake Texoma Jet Center
George Schuler, Grayson Aviation
Kelley Cannel, Grayson Aviation
Jim Parker, TAP
Cassidy Barenato, TAP

Robert Bond, NT Aviation
Rod Tatchio, NT Aviation
Michael Hutchins, Herald Democrat
Sarah Hinton, NTRA Director
Stephen Alexander, TAP
Jim Wimberly, TAP

I.

Call to order.

Bill Rasor called the meeting to order at 10:01 a.m.

II.

Approval of Minutes of May 11, 2017, Board Meeting.

On motion by R. Brady, seconded by R. Hensarling the board unanimously approved the minutes from the May 11, 2017 board meeting.

III.

Committee Reports

- a. R. Brady no reports to give on rail committee.
- b. In B. Benton's absence the County Judge reported they meet with the landowners, and they are close; the next step will be to meet with TxDot.
- c. B. Rasor no reports to give on special committee.
- d. S. Hinton reported on current events going on at the airport; continued mowing, the fixing of Grayson Drive, and working on repainting the compass rose. She reported the fuel is up four percent for the month and the tower continues with normal operations.
S. Hinton and TAP discussed the reopening of a portion of the parallel runway as well as doing a clean and crack fill on the crosswind runway. On the parallel runway they will be opening 3k ft. by 75ft., the costs are looking at being 52k for clean and crack fill and 18k for stripping with a 20% contingency fee totaling 100k.

IV.

Act on request to adjourn into Executive Session pursuant to Texas Government Code Section 551.072 of Texas Open Meeting Act to discuss proposed lease rates for real property leased to third parties. Section 551.087 to discuss economic development matters and negotiations relative to the Federal Contract Tower Program. Section 551.071 to consult with an attorney regarding potential litigation and actions related to leases in default.

B. Rasor requested a motion to adjourn into executive session. On motion by R. Brady, seconded by R. Hensarling the board unanimously approved adjourning into executive session at 10:19 a.m.

V.

Reconvene Regular Session: Action on Executive Session Items:

On motion by B. Rasor, seconded by R. Hensarling the board unanimously approved to reconvene into the regular meeting at 11:29 a.m.

- a. No action taken.
- b. No action taken.
- c. No action taken.

VI.

Action Items.

- a. Consideration of approval of the FY 2018 Airport Budget to be presented to Commissioners Court.

S. Hinton presented the main points of change in the upcoming budget and stated the transfer in is down 30% from last budget year.

R. Hensarling made a motion to approve the FY18 Airport Budget, R. Brady seconded the motion the board unanimously approved the budget to be presented to Commissioners Court.

- b. Consideration of approval of the FY 2018 RMA Budget to be presented to Commissioners Court for approval.

S. Hinton stated the only change for the FY18 is the increase in pay for TAP per their contract.

R. Hensarling made a motion to approve the FY18 RMA Budget, R. Brady seconded the motion the board unanimously approved the budget to be presented to Commissioners Court.

- c. Discuss and take possible action on a NTRA Advertisement for the 2017 USA Today DOT Special Edition.

TAP presented the advertisement to help expand the airport; the advertisement is to cost \$8,700.00. R. Brady made a motion to approve up to \$10,000.00 for advertising, R. Hensarling seconded the motion the board unanimously approved.

VII.
Public Comments.

At this time B. Razor opened the meeting for public comments. There were none.

VIII.
Adjourn.

On motion by R. Hensarling, seconded by R. Brady the board adjourned at 11:39 a.m.

Bill Razor, Acting Chairman

RMA BOARD AGENDA

ITEM NUMBER: Three
MEETING DATE 09/14/17

ITEM TITLE: III. Committee Reports – Receive Updates

- a. Rail Committee
- b. Road Committee
- c. Special Committee
- d. Airport Committee
 - i. Director Update

SUBMITTED BY: Robert Brady, Chairman

DATE SUBMITTED: Sept 8, 2017

SUMMARY:

ATTACHMENTS (LIST)

ALTERNATIVES/RECOMMENDATIONS:

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

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

	Avgas	Jet-A	Total	Last Year's Total
Oct. 2016	3,982.0	23,280.0	27,262.0	27,174.0
Nov. 2016	3,994.0	23,834.0	27,828.0	19,849.0
Dec. 2016	4,040.0	16,103.0	20,143.0	27,460.0
Jan. 2017	-	23,526.0	23,526.0	30,358.0
Feb. 2017	4,000.0	15,903.0	19,903.0	27,443.0
Mar. 2017	7,765.0	15,980.0	23,745.0	25,185.0
Apr. 2017	7,906.0	23,667.0	31,573.0	30,205.0
May. 2017	4,939.0	23,723.0	28,662.0	19,738.0
Jun. 2017	7,985.0	22,233.0	30,218.0	27,558.0
Jul. 2017	3,596.0	36,762.0	40,358.0	11,752.0
Aug. 2017	3,928.0	29,644.0	33,572.0	23,027.0
Sep. 2017			-	32,489.0
Total:	52,135.0	254,655.0	306,790.0	302,238.0
Last Year's To Date Gallons Received Total:				269,749.0
Percent Change Over Last Year by Month:				45.79%
Percent Change Over Last Year:				13.73%

% of Avgas:	16.99%
% of Jet-A:	83.01%

Combined Annual Fuel Sales	462,670.0
Percent Change Over Last Year by Month:	15.96%
Percent Change Over Last Year:	17.73%

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

	Avgas	Jet-A	Total	Last Year's Total
Oct. 2016	15,664.0	-	15,664.0	15,862.0
Nov. 2016	15,453.0	-	15,453.0	8,073.0
Dec. 2016	8,021.0	-	8,021.0	16,071.0
Jan. 2017	15,098.0	-	15,098.0	8,046.0
Feb. 2017	15,867.0	-	15,867.0	14,043.0
Mar. 2017	7,860.0	-	7,860.0	7,994.0
Apr. 2017	15,187.0	-	15,187.0	14,253.0
May. 2017	15,662.0	-	15,662.0	-
Jun. 2017	15,714.0	-	15,714.0	15,446.0
Jul. 2017	15,649.0	-	15,649.0	8,321.0
Aug. 2017	15,705.0	-	15,705.0	15,145.0
Sep. 2017			-	7,786.0
Total:	155,880.0	-	155,880.0	131,040.0
Last Year's To Date Gallons Received Total:				123,254.0
Percent Change Over Last Year by Month:				4%
Percent Change Over Last Year:				26.47%

% of Avgas:	100.00%
% of Jet-A:	0.00%

**YEAR TO DATE FINANCIAL UPDATE
AS OF AUGUST 30, 2017**

YTD REVENUE:	\$ 1,002,173.76
YTD EXPENSES:*	\$ 982,867.72
DIFFERENCE IN REVENUE & EXPENSE:	\$ 19,306.04

***YTD Expenses minus depreciation**

**NORTH TEXAS REGIONAL AIRPORT
REVENUE REPORT
AUGUST, 2017**

Budget Code	Adopted Amount	Current Month Collected	Actual YTD Collected	YTD % of Budget Collected
800.000.43000 State Grant Revenue	50,000.00	0.00	0.00	0.00%
800.000.41500 Aviation Facilities	427,403.00	41,231.78	444,411.04	103.98%
800.000.41520 Revenue Producing Facilities	334,562.00	27,199.58	277,102.31	82.83%
800.000.41530 Land - Agriculture	4,625.00	0.00	7,501.44	162.19%
800.000.41540 Land - Industrial	47,077.00	5,189.88	41,923.15	89.05%
800.000.41550 Land - Aviation	103,604.00	6,609.21	80,409.96	77.61%
800.000.41560 Insurance	55,836.00	2,319.07	36,568.83	65.49%
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	5,600.70	41,338.94	96.14%
800.000.49900 Insurance Proceeds	0.00	1,192.17	65,951.14	0.00%
800.000.49950 Miscellaneous	7,000.00	1,464.74	6,966.95	99.53%
800.000.49000 Interest Income	600.00	0.00	0.00	0.00%
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%
GRAND TOTAL	1,219,243.00	90,807.13	1,002,173.76	82.20%

**NORTH TEXAS REGIONAL AIRPORT
EXPENSE REPORT
AUGUST, 2017**

Budget Code	Account Name	Adopted Amount	Current Month Expenditures	Encumbered Amount	YTD Expenditures	% Budget Remaining
800.710.51030	Assistants	175,728.00	12,516.54	-	141,600.55	19.90%
800.710.1080	Part-Time	62,244.00	3,948.23	-	39,598.24	52.63%
800.710.52010	Social Security Taxes	17,870.00	1,253.05	-	13,837.57	31.31%
800.710.52020	Group Hospital Insurance	31,551.00	2,572.35	-	24,008.60	22.09%
800.710.52030	Retirement	22,959.00	1,322.64	-	14,936.32	39.66%
800.710.52031	457 Deferred Comp Expense	2,948.00	222.54	-	2,502.56	14.91%
800.710.52040	Unemployment Compensation	944.00	26.77	-	369.16	29.82%
800.710.52050	Workers Compensation	3,487.00	347.51	-	3,745.88	20.44%
800.710.52060	Other Post Employment Benefits	50,000.00	-	-	-	100.00%
800.710.53100	Office Supplies	3,000.00	570.44	-	1,741.67	41.94%
800.710.53200	Postage	800.00	-	-	503.50	37.06%
800.710.53300	Operating Expenses	9,551.00	511.91	-	11,827.34	-17.67%
800.710.53350	Janitorial Supplies	1,000.00	112.83	-	467.36	53.26%
800.710.53560	Gas, Oil, Etc.	16,000.00	1,311.22	-	7,011.85	41.57%
800.710.53585	Vehicle Maintance	2,000.00	51.99	-	289.73	85.51%
800.710.53580	Parts	6,000.00	2,369.19	-	2,984.71	50.26%

Budget Code	Account Name	Adopted Amount	Current Month Expenditures	Encumbered Amount	YTD Expenditures	% Budget Remaining
800.710.53590	Repair & Maintenance Supplies	30,000.00	2,999.02	-	9,119.37	69.60%
800.710.53750	Small Equipment	1,000.00	1,450.00	-	2,220.00	-122.00%
800.710.54000	Professional Services	281,600.00	3,900.00	23,291.67	261,378.37	-1.09%
800.710.54030	Training & Education	6,200.00	-	-	1,153.02	90.39%
800.710.54080	Local Travel	200.00	-	-	17.00	91.50%
800.710.54200	Printing	2,000.00	-	-	400.00	80.00%
800.710.4220	Dues & Publications	3,550.00	-	-	2,813.52	20.75%
800.710.54255	Attorney Fees	10,000.00	527.20	-	5,677.20	43.23%
800.710.54300	Liability Insurance	49,220.00	-	-	50,287.68	-2.17%
800.710.54340	Contract Services	4,404.00	541.98	-	4,534.80	-2.97%
800.710.54520	Telephone	6,800.00	843.67	-	8,322.61	-4.03%
800.710.54540	Utilities	80,000.00	9,196.74	-	54,989.74	32.94%
800.710.54550	Repairs & Maintenance	158,300.00	8,133.00	(3,341.10)	67,013.46	36.33%
800.710.54552	Hangar Repairs	25,000.00	-	-	13,662.34	45.35%
800.710.54555	Casualty Loss Repairs	10,000.00	-	-	70,999.03	5.03%
800.710.54580	Airport Equipment Maintenance	42,586.00	2,994.44	3,270.00	38,602.37	4.37%

Budget Code	Account Name	Adopted Amount	Current Month Expenditures	Encumbered Amount	YTD Expenditures	% Budget Remaining
800.710.54600	Office Equipment Rental	1,572.00	90.38	90.38	1,408.78	8.81%
800.710.54930	Property Taxes	14,602.00	-	-	10,281.59	6.53%
800.710.54940	Depreciation Internal Funds	-	-	-	155,406.61	0.00%
800.710.55250	Vehicles	40,000.00	-	-	41,845.00	-4.61%
800.710.55570	RAMP Grant Expenditures	100,000.00	108,800.00	(14,540.00)	125,144.00	-10.60%
800.710.55599	Asset Purchase Offset	-	-	-	(52,427.20)	0.00%
TOTAL		1,273,116.00	166,613.64		1,138,274.33	12.39%

TOTAL EXPENSES (MINUS DEPRECIATION):

\$ 982,867.72

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	5	340	1	346	0	0	2,342	0	2,342	2,704	0	2,704	180	5,572	6,934
Mar-17	0	2	417	10	429	0	0	2,179	12	2,191	2,176	14	2,190	260	5,070	5,365
Apr-17	0	8	330	5	343	0	0	1,974	5	1,979	2,070	0	2,070	178	4,570	5,805
May-17	0	11	339	6	356	0	1	3,260	1	3,262	3,566	26	3,592	226	7,436	5,490
Jun-17	0	16	329	0	345	0	0	2,326	6	2,332	2,512	0	2,512	254	5,443	6,515
Jul-17	0	3	277	4	284	0	1	2,921	33	2,955	2,586	4	2,590	236	6,065	5,368
Aug-17	0	0	324	1	325	26	4	1,947	2	1,979	2,010	0	2,010	220	4,534	5,393
Sep-17					0					0			0	0	0	11,885
Total	0	78	3,745	35	3,858	26	7	26,644	65	26,742	30,176	104	30,280	2,240	63,120	77,811

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	0	0	0	48	132	0	180	180
Mar-17	0	0	2	0	2	0	48	210	0	258	260
Apr-17	0	0	0	0	0	0	62	116	0	178	178
May-17	0	0	2	0	2	0	62	162	0	224	226
Jun-17	0	0	0	0	0	0	50	196	8	254	254
Jul-17	0	0	0	0	0	0	60	176	0	236	236
Aug-17	0	0	0	0	0	0	50	170	0	220	220
Sep-17					0					0	0
Total	0	0	4	0	4	0	548	1,680	8	2,236	2,240

% Change Last Year/Same Time:	
Itinerant	-9.64%
Local	-26.29%
Overflight	-21.90%
Total	-18.88%

% Change Last Year by Month:	
Itinerant	-13.42%
Local	-22.21%
Overflight	48.65%
Total	-15.93%

Daily Summary of Ops for April 2017:	# / Days	# / Ops	Avg.
0 - Daily Ops	0	0	0.0
1-99 Daily Ops	7	438	62.6
100 - 199 Daily Ops	18	2,687	149.3
200 - 299 Daily Ops	6	1,409	234.8
300 - 399 Daily Ops	0	0	0.0
400 - Plus Daily Ops	0	0	0.0

Peak Day - 258 operations on August 21, 2017
Slowest day - 26 Operations on August 13, 2017
Average daily operation for August: 146.26 ops

RMA BOARD AGENDA

ITEM NUMBER: Four
MEETING DATE 09/14/17

ITEM TITLE: IV. Action Item

- a. Discuss the 2017 Project Report due to TxDOT in December.
- b. Discuss and take possible on action on short and long term leases.
- c. Discussion of Special Committee for reviewing leases and new business.

SUBMITTED BY: Robert Brady, Chairman

DATE SUBMITTED: Sept 8, 2017

SUMMARY:

ATTACHMENTS (LIST)

ALTERNATIVES/RECOMMENDATIONS:

RMA BOARD AGENDA

ITEM NUMBER: Five
MEETING DATE 09/14/17

V ITEM TITLE: Executive Session

- a. Section 551.072 of the Texas Open Meeting Act to discuss proposed lease rates for real property leased to third parties.

- b. Section 551.087 of the Texas Open Meeting Act for deliberation of economic development negotiations related to incentives to be considered for prospective tenants

SUBMITTED BY: Cassidy Berenato, TAP

DATE SUBMITTED: Sept 8, 2017

SUMMARY:

ATTACHMENTS (LIST)

ALTERNATIVES/RECOMMENDATIONS:

RMA BOARD AGENDA

ITEM NUMBER: Six
MEETING DATE 09/14/17

- ITEM TITLE:** VI. Reconvene Regular Session: Action on Executive Session Items:
- a. Consider and take possible action on proposed lease rates for real property leased to third parties.
 - b. Consider and take possible of economic development negotiations related to incentives to prospective tenants

SUBMITTED BY: Cassidy Berenato, TAP

DATE SUBMITTED: Sept 8, 2017

SUMMARY:

ATTACHMENTS (LIST)

ALTERNATIVES/RECOMMENDATION