



# GRAYSON COUNTY REGIONAL MOBILITY AUTHORITY

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

October 2, 2015

## AGENDA

The Agenda for the Grayson County Regional Mobility Authority Board Meeting scheduled for 10:00a.m., Thursday, October 8, 2015, in the Greater Texoma Utility Authority conference room, 5100 Airport Drive, Denison, Texas 75020 is as follows:

1. Call To Order. \* \*\* \*\*
2. Consideration of approval of Minutes of September 15, 2015, Board Meeting.
3. Consideration of approval of Minutes of September 17, 2015, Board Meeting.
4. Consideration of approval of Minutes of September 24, 2015, Board Meeting.
5. Consideration of approval of Building Improvements by U.S. Aviation Group to Building #110.
6. Act on request to adjourn into Executive Session pursuant to Texas Government Code Sections:
  - i) 551.071, Consultation with Attorney
  - ii) 551.087, Deliberations regarding Economic Development Negotiations
7. Reconvene Regular Session; Action on Executive Session Items:
8. Consideration of approval of a Lease Termination Agreement with Roderick J. Tatchio.
9. Director's Update to include discussion of Monthly Reports, Facility Upgrades and GCRMA and Airport Events/News.
10. Public Comments.
11. 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

## **RMA BOARD AGENDA**

**ITEM NUMBER: Two**  
**MEETING DATE 10/08/15**

---

**ITEM TITLE:** Consideration of approval of Minutes of September 15, 2015, Board Meeting

**SUBMITTED BY:** Terry Morrow, Interim Airport Director

**DATE SUBMITTED:** October 2, 2015

---

**SUMMARY:**

Minutes of the September 15, 2015, RMA Board of Directors Meetings 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  
SEPTEMBER 15, 2015**

**MEMBER'S PRESENT:**

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

**MEMBER'S ABSENT:**

**OTHER'S PRESENT:**

Todd Thompson  
Jim Meara  
Wm. B. (Ben) Munson, Esquire

**1.**

**Call to Order.**

Mr. Hensarling welcomed everyone to the meeting and introduced the new Chairman, Mr. Clyde Siebman. Mr. Siebman called the meeting to order at 9:14 a.m. and welcomed everyone to the meeting.

**2.**

**Act on request to adjourn into Executive Session pursuant to Texas Government Code Section 551.087, Deliberations Regarding Real Property; Section 551.074, Personnel Matters; and Section 551.087, Deliberations Regarding Economic Development Negotiations.**

Mr. Siebman stated that the Board would be recessing into Executive Session. Mr. Hensarling made the motion to adjourn into Executive Session. Mr. Benton seconded the motion. All members voted aye. The Board recessed into Executive Session at 9:15 a.m.

**3.**

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

The Board reconvened into regular session at 2:15 p.m. At this time, Mr. Siebman stated there would be no action taken on any items discussed in Executive Session.

**4.**

**Public Comments.**

There were no public comments.

**5.**

**Adjourn.**

There being no other business, the meeting was adjourned at 2:17 p.m.

---

Clyde Siebman, Chairman

---

Terry Morrow, Interim Airport Director

## RMA BOARD AGENDA

**ITEM NUMBER: Three**  
**MEETING DATE: 10/08/15**

---

**ITEM TITLE:** Consideration of approval of Minutes of September 17, 2015, Board Meeting.

**SUBMITTED BY:** Terry Morrow, Interim Airport Director

**DATE SUBMITTED:** October 2, 2015

---

**SUMMARY:**

Minutes of the September 17, 2015, RMA Board of Director Meetings 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  
SEPTEMBER 17, 2015**

**MEMBER'S PRESENT:**

Clyde Siebman, Chairman  
Bill Benton  
Bill Rasor  
Randy Hensarling

**MEMBER'S ABSENT:**

Robert Brady

**OTHER'S PRESENT:**

Bill Hubbard  
Rod Tatchio, N.T Aviation, LLC  
Michael Hess, Texas Army National Guard  
Wm. B. (Ben) Munson, Esquire  
Michael Hutchins, Herald Democrat  
Jeff Whitmire, Grayson Co. Commissioner Pct. #1  
Van Price, Assistant District Attorney

Phyllis James, Grayson Co. Commissioner Pct. #3  
Todd Thompson  
Sid Snedeker  
Bart Lawrence, Grayson Co. Commissioner Pct. #4  
Terry Vogel, Lake Texoma Jet Center  
Bill Magers, Grayson County Judge

**1.**

**Call to Order.**

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

**2.**

**Consideration of approval of Minutes of July 2, 2015, Board Meeting.**

Mr. Siebman asked if all members had reviewed the minutes and asked if there were any changes. Mr. Benton made the motion to approve the minutes. Mr. Rasor seconded the motion. All members voted aye.

**3.**

**Consideration of approval of a Proclamation recognizing Bill Hubbard for his service to Grayson County.**

Mr. Siebman stated that Mr. Hubbard chaired the RMA until recently and did an excellent job. Mr. Siebman asked Mr. Benton to read the proclamation. Mr. Hensarling made the motion to approve the proclamation recognizing Bill Hubbard for his service to Grayson County. Mr. Benton seconded the motion. All members voted aye.

**4.**

**Consideration of approval of a change to the License Agreement with the Texas Army National Guard.**

Ms. Morrow advised the Board that the Texas Army National Guard had requested a date change for the training exercise to November 21, 2015, with a back-up date of November 22. At this time, Captain Hess updated the Board on the planned exercise. After the update, Mr. Benton made the motion to accept the change of date in the license agreement. Mr. Hensarling seconded the motion. All members voted aye.

**5.**

**Report of Policy Committee on request by N.T. Aviation, LLC, to build T-Hangars with possible action by the Board.**

Mr. Siebman advised the Board that N.T. Aviation, LLC, has requested to build some t-hangars in the mid-ramp area. He stated that the Policy Committee had met on September 4, 2015, and voted to deny the

request. Mr. Siebman stated that Mr. Tatchio had requested to address the Board and ask consideration of this request. Mr. Tatchio advised the Board that he currently has a waiting list for his t-hangars. He stated that he would like to build two units with 14 hangars each. He stated that he is requesting this location because of the availability of decreasing his cost by building on existing concrete. Mr. Hensarling stated that the Policy Committee met and recommended the request be denied because it is not consistent with the Airport Master Plan from 2011, that the requested area is on the primary ramp area that should remain open, and that Master Plan does designate other areas for t-hangar development. After further discussion, Mr. Hensarling made the motion to accept the recommendation of the Policy Committee and deny the request. Mr. Rasor seconded the motion. All members voted aye.

**6.**

**Update by Lake Texoma Jet Center on meeting new requirements of the Minimum Standards for FBO's.**

Ms. Vogel stated that Lake Texoma Jet Center will begin offering three additional services which are flight training, aircraft detailing, and providing rental and courtesy cars which is already being provided. Ms. Vogel stated that the change in insurance requirements has already been met.

**7.**

**Act on request to adjourn into Executive Session pursuant to Texas Government Code Section 551.087, Deliberations Regarding Economic Development.**

At this time, Mr. Siebman stated that the Board would be recessing into Executive Session. Mr. Benton made the motion to adjourn into Executive Session. Mr. Rasor seconded the motion. All members voted aye.

**8.**

**Act on request to adjourn into Executive Session pursuant to Texas Government Code Section 551.071, Consultation with Attorney concerning pending or contemplated litigation.**

Mr. Benton amended his motion to adjourn into Executive Session to include Item #8. Mr. Rasor amended his second. All members voted aye. The Board adjourned into Executive Session at 10:33 a.m. All members of Commissioners Court were invited to remain for the Executive Session.

**9.**

**Reconvene Regular Session.**

The Board reconvened into regular session at 11:39 a.m. At this time, Mr. Siebman stated that there would be no action taken on items discussed in Executive Session.

**10.**

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

Ms. Morrow stated that the Board had been given the fuel flowage report. She stated that sales were down 4.4% from the previous year.

Ms. Morrow stated that the Board had been given the air traffic operations report. He stated that operations were up approximately 12.26% from the same time last year.

Ms. Morrow stated that the Board had the budget report for June and that the Airport was in the black by approximately \$86,000.00.

Ms. Morrow advised the Board that the roof on Hangar #401 had been completed at a cost of \$100,000.00.

Ms. Morrow advised the Board that bids to replace the roof on Building #5511 had been opened the previous day and the low bid was \$68,188.00.

Ms. Morrow advised the Board stated that the CIP Project was progressing. She stated that they were working on drainage improvements, game fencing, and an aircraft apron on the taxiway near Airport Drive.

Ms. Morrow stated that the U.S. National Aerobatic Championship would begin the following Sunday.

Ms. Morrow stated that the Texoma 100 Air Race and War Bird Fly-in is scheduled for October 10, 2015.

Ms. Morrow stated that the Texas Army National Guard would be here on November 21, 2015.

Mrs. Morrow advised the Board that Kustom Kemps car race had been cancelled.

**11.**  
**Public Comments.**

At this time, Mr. Siebman asked if there were any public comments. Mr. Tatchio addressed the Board and requested that the Airport Policy Committee meetings be open to the public. He asked that those making a request be allowed to attend to state their case.

**12.**  
**Adjourn.**

There being no other business, Mr. Benton made the motion to adjourn. Mr. Rasor seconded the motion. The meeting was adjourned at 11:44 a.m.

**13.**  
**Next Meeting.**

The next regularly scheduled Board of Director's Meeting will be held on August 13, 2015, at 10:00 a.m. in the meeting room of the GTUA, 5100 Airport Drive, Denison, Texas.

---

Clyde Siebman, Chairman

---

Terry Morrow, Interim Airport Director

## RMA BOARD AGENDA

**ITEM NUMBER: Four**  
**MEETING DATE: 10/08/15**

---

**ITEM TITLE:** Consideration of approval of Minutes of September 24, 2015, Board Meeting.

**SUBMITTED BY:** Terry Morrow, Interim Director

**DATE SUBMITTED:** October 2, 2015

---

**SUMMARY:**

Minutes of the September 24, 2015, 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  
SEPTEMBER 24, 2015**

**MEMBER'S PRESENT:**

Bill Benton, Vice Chairman  
Bill Rasor  
Randy Hensarling  
Robert Brady

**MEMBER'S ABSENT:**

Clyde Siebman, Chairman

**OTHER'S PRESENT:**

Todd Thompson  
Bill Magers, Grayson County Judge  
Phyllis James, Grayson Co. Commissioner Pct. 3  
Michael Hutchins, Herald Democrat  
Wm. B. (Ben) Munson, Esquire

Jim Meara  
Jeff Whitmire, Grayson Co. Commissioner Pct. 1  
Bart Lawrence, Grayson Co. Commissioner Pct. 4  
Karl Waltzenbach, Sherman/Denison MPO  
Van Price, Grayson Co. Asst. District Attorney

**1.**

**Call to Order.**

Mr. Benton, Vice Chairman, called the meeting to order at 8:30 a.m. and welcomed everyone to the meeting.

**2.**

**Act on request to adjourn into Executive Session pursuant to Texas Government Code Section 551.087, Deliberations Regarding Real Property; Section 551.074, Personnel Matters; and Section 551.087, Deliberations Regarding Economic Development Negotiations.**

Mr. Siebman stated that the Board would be recessing into Executive Session. Mr. Brady made the motion to adjourn into Executive Session. Mr. Rasor seconded the motion. All members voted aye. At this time, Mr. Price stated The Board recessed into Executive Session at 8:32 a.m.

**3.**

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

The Board reconvened into regular session at 11:05 a.m. At this time, Mr. Benton stated there would be no action taken on any items discussed in Executive Session.

**4.**

**Public Comments.**

There were no public comments.

**5.**

**Adjourn.**

There being no other business, the meeting was adjourned at 11:10 a.m.

---

Clyde Siebman, Chairman

---

Terry Morrow, Interim Airport Director

## RMA BOARD AGENDA

**ITEM NUMBER: Five**  
**MEETING DATE: 10/08/15**

---

**ITEM TITLE:** Consideration of approval of Building Improvements by U.S. Aviation Group to Building #110.

**SUBMITTED BY:** Terry Morrow, Interim Director

**DATE SUBMITTED:** October 2, 2015

---

**SUMMARY:**

U.S. Aviation has asked to make improvements to their Student Services Building which is Building #110.

They have requested to paint the building a color that will match the newly skinned hangar to the north of Building #110. The building is currently a dark grey with red trim. They would like to paint it in brown tones to match Hangar #111. The estimated cost to paint the building is \$9,800.00.

They would also like to install a canopy-type structure that would provide a “bus stop” area when dropping off or picking up students. The structure would be similar to the ones in the pictures that are in use at their Denton facilities. The cost to install the canopy-type structure is \$1,500.00.

The lease agreement provides for U.S. Aviation Group to be reimbursed for some improvements to the building. Exhibit C of the lease agreement lists improvements that are reimbursable through the rent credit. The Board will need to decide if either of these expenses is to be reimbursed through a rental credit.

No rental credit will be given until invoices are provided for the approved work.

---

**ATTACHMENTS (LIST)**

Email from Mark Taylor requesting permission to make improvements to Building #110  
Photographs – Canopy Structure  
Exhibit C – Building Lease

---

**ALTERNATIVES/RECOMMENDATIONS:**

Approve improvements to Building #110 as requested by U.S. Aviation Group

## Terry Morrow

---

**From:** Mark Taylor <mtaylor@usaviation.aero>  
**Sent:** Monday, September 14, 2015 4:23 PM  
**To:** Terry Morrow  
**Cc:** David Hendrix; Michael Parafinik  
**Subject:** Request - L-3 ( Student Services building )  
**Attachments:** DTO Bus Stop Canopy.jpg; DTO Canopy.jpg

Terry

As a follow-up to our conversation the other day, US Aviation would like to request permission from the NTRA airport to have our Student Services building painted similar to the color scheme on our newly skinned hangers. Also, we'd like to place a canopy-like structure near the building to act as a "bus-stop" when our buses pick up and drop off students. We are considering a more permanent type structure similar to the pictures attached of our Denton facility. Are these items that need to go before the committee or can we just start working on them? Any insight you can provide is much appreciated.

Thank You

Mark

Mark B. Taylor  
CDO / HR Director



**Aviation**

4850 Spartan Drive  
Denton TX 76207  
1-940-297-6415 office  
1-940-366-9857 cell  
[www.usaviationacademy.com](http://www.usaviationacademy.com)  
[www.longhornhelicopters.com](http://www.longhornhelicopters.com)  
[www.chickatay.com](http://www.chickatay.com)

*Check us out on...*





**SUN**  
WINGS

4850



## **Exhibit C**

### **Lessees Improvements – Building 110**

Lessee shall make the following improvements of a reasonable value, but to not exceed \$200,000.00 to the Leased Premises on or before June 30, 2017.

#### List of approved Improvements with 50% reimbursement:

1. Build out of new office and classroom areas inside of facility
2. Install new plumbing and water/sewer lines to new office and classroom space
3. Install new HVAC system

#### List of Improvements with 100% reimbursement:

1. Rebuild/repair existing exterior doors and windows
2. Rebuild/repair existing roof and rain gutters and downspouts
3. Installation of new exterior covering, including windows and doors to enhance appearance of facility

**RMA BOARD AGENDA**

**ITEM NUMBER: Six**  
**MEETING DATE: 10/08/15**

---

**ITEM TITLE:** Act on request to adjourn into Executive Session pursuant to Texas Government Code Section 551.071, Consultation with Attorney, and Section 551.087, Deliberations regarding Economic Development Negotiations.

**SUBMITTED BY:** Terry Morrow, Interim Airport Director

**DATE SUBMITTED:** October 2, 2015

---

**SUMMARY:**

---

**ATTACHMENTS (LIST)**

---

**ALTERNATIVES/RECOMMENDATIONS:**

**RMA BOARD AGENDA**

**ITEM NUMBER: Seven**  
**MEETING DATE: 10/08/15**

---

**ITEM TITLE:** Reconvene Regular Session; Action on Executive Session Item

**SUBMITTED BY:** Terry Morrow, Interim Director

**DATE SUBMITTED:** October 2, 2015

---

**SUMMARY:**

---

**ATTACHMENTS (LIST)**

---

**ALTERNATIVES/RECOMMENDATIONS:**



## RMA BOARD AGENDA

**ITEM NUMBER: Eight**  
**MEETING DATE: 10/08/15**

---

**ITEM TITLE:** Consideration of approval of a Lease Termination Agreement with Roderick J. Tatchio

**SUBMITTED BY:** Terry Morrow, Interim Director

**DATE SUBMITTED:** October 2, 2015

---

### **SUMMARY:**

Rod Tatchio has requested that his lease agreement for Building #802 be terminated as of January 1, 2016. Mr. Tatchio has operated his architectural business at this location since 2002. He will be relocating his business to a new location.

The lease agreement has a clause for “mutual termination”. He has asked to terminate the lease under this provision. He has requested that the Airport make all “expensive” maintenance repairs between now and January 1. He will keep the building clean, change any light bulbs that need to be changed, and mow the grass.

Mr. Munson has reviewed the Termination Agreement and has approved it as to form.

---

### **ATTACHMENTS (LIST)**

Resolution 15-18  
Letter requesting termination of Lease Agreement  
Termination Agreement

---

### **ALTERNATIVES/RECOMMENDATIONS:**

Approve Lease Termination Agreement with Roderick J. Tatchio



## **RESOLUTION No. 15-18**

WHEREAS, the Grayson County Regional Mobility Authority (“GCRMA”) was created pursuant to the request of Grayson County and in accordance with provisions of the Transportation Code and the petition and approval process established in 43 Tex. Admin. Code § 26.1, *et seq.* (the “RMA Rules”); and

WHEREAS, the Board of Directors of the GCRMA has been constituted in accordance with the Transportation Code and the RMA Rules; and

WHEREAS, GCRMA entered into an Interlocal Agreement with Grayson County for the operation of the North Texas Regional Airport (“NTRA”) on October 31, 2008;

WHEREAS, Roderick J. Tatchio assumed a lease agreement for Building #802 in 2002; and

WHEREAS, Roderick J. Tatchio has requested that the Lease Agreement for Building #802 be terminated by mutual consent and effective January 1, 2015; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors approves the Termination Agreement between NTRA and the Roderick J. Tatchio.

APPROVED THIS 8th day of October, 2015, by the Board of Directors of the Grayson County Regional Mobility Authority.

Submitted and reviewed by:

Approved:

---

Terry Morrow  
Interim Director for the Grayson County  
Regional Mobility Authority

---

Clyde Siebman  
Chairman, Board of Directors  
Resolution Number 15-18  
Date Passed 10/08/15

North Texas Regional Airport  
Denison, Texas  
Attn: Terry Morrow, Airport Manager

Dear Terry,

Sept. 25, 2015

I have decided to relocate my office. That is based on the assumption that the termination of the lease with mutual consent is still acceptable.

I think with all of the equipment and property I have in my office, it will take me until Jan. 1, 2016 to vacate and clean building 802.

This would allow you and Greg Allen to do what you think is best with the cabinets in the basement.

I don't expect any unusual or extravagant maintenance expense in the next three months but I would like to maintain the same understanding that Mike Shanhan and I had with regard to building maintenance until Jan. 1, 2016. That means that the County or the Airport would take care of the major expenses associated with the HVAC, Plumbing, Electrical, Structural or water infiltration that may occur in that time period.

I will provide the normal building cleaning, replacement of light bulbs, and lawn maintenance.

Based on my quick books records, I have spent over \$19,000 for improvements and maintenance to building 802. That does not include the \$10,000 that I spent to finish out my office space or the cost to demo the walls in the basement.

Terry, there are many examples of the airport managements compliance with Attachment "A" since I discovered it, but if you will accept the conditions stated above we can forgo any further disagreement of the interpretation of that attachment.

Please let me know if you find this acceptable.

Sincerely



Roderick J. Tatchio

**RECEIVED**

SEP 25 2015

NORTH TEXAS  
REGIONAL AIRPORT

THE STATE OF TEXAS       §  
  §       KNOW ALL PERSONS BY THESE PRESENTS:  
COUNTY OF GRAYSON       §

**AMENDMENT TO LEASE AGREEMENT**

This Agreement is made this \_\_\_\_ day of October, 2015, between Roderick J. Tatchio, Assignee from Worthy Projects Administration Incorporated, a Washington State Corporation, DBA Redcomet.org (the “Lessee”) and GRAYSON COUNTY, a body politic existing under the Constitution and laws of the STATE OF TEXAS, acting by and through the GRAYSON COUNTY REGIONAL MOBILITY AUTHORITY, (the “Lessor”) pursuant to a Resolution dated October 10, 2008 of the Commissioners Court of Grayson County, the governing body of said County and a true and lawful owner of the NORTH TEXAS REGIONAL AIRPORT (the “Airport”), acting by and through the Director, (the “Director”).

WHEREAS, a Building Lease Agreement dated December 1, 2001, currently exists between the Airport and Lessee, for the use of Building 802 (the “Leased Premises”), located at 10000 N. Grayson Drive, Denison, Texas (the “Lease”); and

WHEREAS, Lessee desires to amend the Term of the Lease so that the Term will expire January 1, 2016; and

WHEREAS, Lessee and Lessor desire to clarify the maintenance and repair obligations of Lessee and Lessor under the Lease; and

NOW THEREFORE, the Lessor and Lessee agree to the following Amendments to the Lease:

1. Section 2. Term is amended by adding the following sentence: “The Term of the Lease will expire January 1, 2016.”
2. Section 4. Maintenance and Repairs is amended by adding the following sentence: “Any major repairs to the HVAC system, plumbing, electrical, structural, or water infiltration are the responsibility of Lessor and normal cleaning, replacement of light bulbs, and lawn maintenance are the responsibility of Lessee.”
3. Lessee and Lessor further agree that the terms and conditions of the Lease, as amended, are ratified and confirmed.

IN WITNESS THEREOF, the parties to this Agreement hereby execute this instrument as of the date first written above.

Lessee: Roderick J. Tatchio

By: \_\_\_\_\_  
Roderick J. Tatchio  
10000 N. Grayson Drive  
Denison, Texas 75020

Lessor: GRAYSON COUNTY  
By: Grayson County Regional Mobility Authority

By: \_\_\_\_\_  
Terry Morrow, Interim Director  
4700 Airport Drive  
Denison, Texas 75020

Approved as to Form:

\_\_\_\_\_  
William B. Munson

STATE OF TEXAS           §  
  §  
COUNTY OF GRAYSON   §

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2015,  
by Terry Morrow, as the duly authorized Interim Director for the Grayson County Regional  
Mobility Authority.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF TEXAS

STATE OF TEXAS           §  
  §  
COUNTY OF GRAYSON   §

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2015,  
by Roderick J. Tatchio.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF TEXAS

## RMA BOARD AGENDA

**ITEM NUMBER: Nine**  
**MEETING DATE: 10/08/15**

---

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

**SUBMITTED BY:** Terry Morrow, Interim Director

**DATE SUBMITTED:** October 2, 2015

---

### **SUMMARY:**

#### Monthly Reports:

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

#### Facility Upgrades:

1. Airport Bid Projects –Building #5511
2. 2015 Capital Improvement Project – Status Report

#### GCRMA/Airport Events/News:

1. Texoma 100 Air Race and War Bird Fly-In – October 10, 2015
2. Texoma Army National Guard – November 21, 2015

---

### **ATTACHMENTS (LIST)**

Fuel Flowage Report – September 2015  
ATCT Report – September 2015

---

### **ALTERNATIVES/RECOMMENDATIONS:**

Take action as necessary

**North Texas Regional Airport  
Fuel Flowage Report  
FY: 2015**

**Total Fuel Flowage in Gallons for FY 2015 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. 2014</b>                                   | 11,417.0        | 23,785.0         | 35,202.0         | 38,969.0                 |
| <b>Nov. 2014</b>                                   | 13,953.0        | 24,006.0         | 37,959.0         | 40,766.0                 |
| <b>Dec. 2014</b>                                   | 5,383.0         | 15,257.0         | 20,640.0         | 43,467.0                 |
| <b>Jan. 2015</b>                                   | -               | 15,688.0         | 15,688.0         | 36,151.0                 |
| <b>Feb. 2015</b>                                   | 8,037.0         | 16,095.0         | 24,132.0         | 31,082.0                 |
| <b>Mar. 2015</b>                                   | -               | 22,566.0         | 22,566.0         | 29,071.0                 |
| <b>Apr. 2015</b>                                   | 3,953.0         | 15,889.0         | 19,842.0         | 31,864.0                 |
| <b>May. 2015</b>                                   | -               | 14,719.0         | 14,719.0         | 56,670.0                 |
| <b>Jun. 2015</b>                                   | 7,824.0         | 15,294.0         | 23,118.0         | 31,502.0                 |
| <b>Jul. 2015</b>                                   | 6,811.0         | 47,079.0         | 53,890.0         | 24,171.0                 |
| <b>Aug. 2015</b>                                   | 3,904.0         | 14,896.0         | 18,800.0         | 42,387.0                 |
| <b>Sep. 2015</b>                                   | 7,926.0         | 22,630.0         | 30,556.0         | 32,405.0                 |
| <b>Total:</b>                                      | <b>69,208.0</b> | <b>247,904.0</b> | <b>317,112.0</b> | <b>438,505.0</b>         |
| <b>Last Year's To Date Gallons Received Total:</b> |                 |                  |                  | <b>438,505.0</b>         |
| <b>Percent Change Over Last Year by Month:</b>     |                 |                  |                  | <b>-5.71%</b>            |
| <b>Percent Change Over Last Year:</b>              |                 |                  |                  | <b>-27.68%</b>           |

|                    |               |
|--------------------|---------------|
| <b>% of Avgas:</b> | <b>21.82%</b> |
| <b>% of Jet-A:</b> | <b>78.18%</b> |

|  |                  |
|--|------------------|
| <b>Combined Annual Fuel Sales</b>              | <b>434,265.0</b> |
| <b>Percent Change Over Last Year by Month:</b> | <b>42.84%</b>    |
| <b>Percent Change Over Last Year:</b>          | <b>-0.97%</b>    |

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

**Total Fuel Flowage in Gallons for FY 2015 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. 2014</b>                                   | -                | -            | -                |                            |
| <b>Nov. 2014</b>                                   | 7,961.0          | -            | 7,961.0          | 9,248.0                    |
| <b>Dec. 2014</b>                                   | -                | -            | -                | 6,659.1                    |
| <b>Jan. 2015</b>                                   | 15,576.0         | -            | 15,576.0         | 9,409.8                    |
| <b>Feb. 2015</b>                                   | 7,962.0          | -            | 7,962.0          | 6,659.4                    |
| <b>Mar. 2015</b>                                   | 3,983.0          | -            | 3,983.0          | 7,990.3                    |
| <b>Apr. 2015</b>                                   | 7,941.0          | -            | 7,941.0          | 9,637.4                    |
| <b>May. 2015</b>                                   | 7,916.0          | -            | 7,916.0          | 9,191.5                    |
| <b>Jun. 2015</b>                                   | 15,676.0         | -            | 15,676.0         | 7,634.0                    |
| <b>Jul. 2015</b>                                   | 19,596.0         | -            | 19,596.0         | 6,007.1                    |
| <b>Aug. 2015</b>                                   | 14,811.0         | -            | 14,811.0         | 7,740.6                    |
| <b>Sep. 2015</b>                                   | 15,731.0         | -            | 15,731.0         | 6,959.7                    |
| <b>Total:</b>                                      | <b>117,153.0</b> | <b>-</b>     | <b>117,153.0</b> | <b>87,136.8</b>            |
| <b>Last Year's To Date Gallons Received Total:</b> |                  |              |                  | <b>80,177.2</b>            |
| <b>Percent Change Over Last Year by Month:</b>     |                  |              |                  | <b>91.34%</b>              |
| <b>Percent Change Over Last Year:</b>              |                  |              |                  | <b>46.12%</b>              |

\* Fuel usage totals for US Aviation Academy were included in Lake Texoma Jet Center's total for last year

**NORTH TEXAS REGIONAL AIRPORT**  
**Airport Traffic Record**  
**FY 2015**

| Month        | ITINERANT |            |              |           |              |          |          |               |           |               | LOCAL         |           |                | IFR/VFR<br>Overflight<br>Count | FY 2015<br>Airport<br>Ops | FY 2014<br>Airport<br>Ops |
|--------------|-----------|------------|--------------|-----------|--------------|----------|----------|---------------|-----------|---------------|---------------|-----------|----------------|--------------------------------|---------------------------|---------------------------|
|              | IFR       |            |              |           |              | VFR      |          |               |           |               | CIVIL         | MI        | TOTAL<br>LOCAL |                                |                           |                           |
|              | AC        | AT         | GA           | MI        | TOTAL        | AC       | AT       | GA            | MI        | TOTAL         |               |           |                |                                |                           |                           |
| Oct-14       | 0         | 12         | 265          | 0         | 277          | 0        | 0        | 2,068         | 4         | 2,072         | 3,824         | 0         | 3,824          | 284                            | 6,457                     | 7,694                     |
| Nov-14       | 0         | 22         | 222          | 0         | 244          | 0        | 0        | 1,664         | 1         | 1,665         | 3,332         | 2         | 3,334          | 260                            | 5,503                     | 5,972                     |
| Dec-14       | 0         | 20         | 322          | 2         | 344          | 0        | 0        | 1,472         | 2         | 1,474         | 2,972         | 14        | 2,986          | 248                            | 5,052                     | 4,297                     |
| Jan-15       | 0         | 9          | 234          | 0         | 243          | 0        | 4        | 2,658         | 1         | 2,663         | 4,970         | 4         | 4,974          | 237                            | 8,117                     | 5,942                     |
| Feb-15       | 0         | 14         | 188          | 0         | 202          | 0        | 1        | 1,874         | 2         | 1,877         | 3,445         | 2         | 3,447          | 214                            | 5,740                     | 4,085                     |
| Mar-15       | 0         | 4          | 295          | 8         | 307          | 0        | 0        | 1,939         | 5         | 1,944         | 3,330         | 2         | 3,332          | 200                            | 5,783                     | 4,605                     |
| Apr-15       | 0         | 12         | 281          | 0         | 293          | 0        | 0        | 2,048         | 2         | 2,050         | 3,102         | 0         | 3,102          | 284                            | 5,729                     | 5,069                     |
| May-15       | 0         | 8          | 383          | 3         | 394          | 0        | 0        | 2,090         | 0         | 2,090         | 3,035         | 2         | 3,037          | 264                            | 5,785                     | 5,961                     |
| Jun-15       | 0         | 5          | 213          | 14        | 232          | 0        | 4        | 3,316         | 2         | 3,322         | 3,641         | 0         | 3,641          | 290                            | 7,485                     | 5,746                     |
| Jul-15       | 0         | 10         | 194          | 21        | 225          | 8        | 0        | 2,857         | 15        | 2,880         | 2,937         | 36        | 2,973          | 216                            | 6,294                     | 4,655                     |
| Aug-15       | 0         | 8          | 224          | 2         | 234          | 0        | 0        | 3,221         | 0         | 3,221         | 2,800         | 2         | 2,802          | 166                            | 6,423                     | 6,877                     |
| Sep-15       | <u>0</u>  | <u>8</u>   | <u>261</u>   | <u>4</u>  | <u>273</u>   | <u>0</u> | <u>0</u> | <u>4,396</u>  | <u>0</u>  | <u>4,396</u>  | <u>7,013</u>  | <u>10</u> | <u>7,023</u>   | <u>904</u>                     | <u>12,596</u>             | <u>12,072</u>             |
| <b>Total</b> | <b>0</b>  | <b>132</b> | <b>3,082</b> | <b>54</b> | <b>3,268</b> | <b>8</b> | <b>9</b> | <b>29,603</b> | <b>34</b> | <b>29,654</b> | <b>44,401</b> | <b>74</b> | <b>44,475</b>  | <b>3,567</b>                   | <b>80,964</b>             | <b>72,975</b>             |

| Month        | OVERFLIGHT COUNT |          |           |          |           |                 |            |              |           |              | TOTAL<br>OVERFLIGHTS |
|--------------|------------------|----------|-----------|----------|-----------|-----------------|------------|--------------|-----------|--------------|----------------------|
|              | IFR OVERFLIGHTS  |          |           |          |           | VFR OVERFLIGHTS |            |              |           |              |                      |
|              | AC               | AT       | GA        | MI       | TOTAL     | AC              | AT         | GA           | MI        | TOTAL        |                      |
| Oct-14       | 0                | 0        | 0         | 0        | 0         | 0               | 17         | 265          | 2         | 284          | 284                  |
| Nov-14       | 0                | 0        | 0         | 0        | 0         | 0               | 8          | 252          | 0         | 260          | 260                  |
| Dec-14       | 0                | 0        | 2         | 0        | 2         | 0               | 2          | 244          | 0         | 246          | 248                  |
| Jan-15       | 0                | 2        | 0         | 0        | 2         | 0               | 4          | 231          | 0         | 235          | 237                  |
| Feb-15       | 0                | 0        | 6         | 0        | 6         | 0               | 60         | 148          | 0         | 208          | 214                  |
| Mar-15       | 0                | 0        | 2         | 0        | 2         | 0               | 44         | 154          | 0         | 198          | 200                  |
| Apr-15       | 0                | 0        | 0         | 0        | 0         | 0               | 22         | 258          | 4         | 284          | 284                  |
| May-15       | 0                | 0        | 0         | 0        | 0         | 0               | 20         | 238          | 6         | 264          | 264                  |
| Jun-15       | 0                | 0        | 0         | 0        | 0         | 0               | 42         | 248          | 0         | 290          | 290                  |
| Jul-15       | 0                | 0        | 0         | 0        | 0         | 0               | 38         | 174          | 4         | 216          | 216                  |
| Aug-15       | 0                | 0        | 0         | 0        | 0         | 0               | 19         | 147          | 0         | 166          | 166                  |
| Sep-15       | <u>0</u>         | <u>0</u> | <u>0</u>  | <u>0</u> | <u>0</u>  | <u>0</u>        | <u>34</u>  | <u>870</u>   | <u>0</u>  | <u>904</u>   | <u>904</u>           |
| <b>Total</b> | <b>0</b>         | <b>2</b> | <b>10</b> | <b>0</b> | <b>12</b> | <b>0</b>        | <b>310</b> | <b>3,229</b> | <b>16</b> | <b>3,555</b> | <b>3,567</b>         |

| % Change Last Year/Same Time: |               |
|-------------------------------|---------------|
| Itinerant                     | 5.00%         |
| Local                         | 14.19%        |
| Overflight                    | 33.50%        |
| <b>Total</b>                  | <b>10.95%</b> |

| % Change Last Year by Month: |              |
|------------------------------|--------------|
| Itinerant                    | 44.46%       |
| Local                        | -18.32%      |
| Overflight                   | 273.55%      |
| <b>Total</b>                 | <b>4.34%</b> |

| Daily Summary of Ops for August 2015: | # / Days | # / Ops | Avg.  |
|---------------------------------------|----------|---------|-------|
| 0 - Daily Ops                         | 0        | 0       | 0     |
| 1-99 Daily Ops                        | 1        | 35      | 35.0  |
| 100 - 199 Daily Ops                   | 2        | 359     | 179.5 |
| 200 - 299 Daily Ops                   | 10       | 2,395   | 239.5 |
| 300 - 399 Daily Ops                   | 2        | 660     | 330.0 |
| 400 - Plus Daily Ops                  | 15       | 9,147   | 609.8 |

Peak Day - 878 operations on September 22, 2015  
Slowest day - 35 operation on September 9, 2015  
Average daily operation for September: 419.9 ops



## RMA BOARD AGENDA

**ITEM NUMBER: Ten**  
**MEETING DATE: 10/08/15**

---

**ITEM TITLE:** Public Comment.  
**SUBMITTED BY:** Terry Morrow, Interim Director  
**DATE SUBMITTED:** October 2, 2015

---

### **SUMMARY:**

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

---

### **ATTACHMENTS (LIST)**

---

### **ALTERNATIVES/RECOMMENDATIONS:**