

**GRAYSON COUNTY REGIONAL MOBILITY AUTHORITY  
BOARD OF DIRECTORS MEETING  
MAY 13, 2010**

**MEMBER'S PRESENT:**

Bill Hubbard, Chairman  
Ellis Olmstead  
Bill Benton  
Tim McGraw  
Kay Yandell

**MEMBER'S ABSENT:**

**OTHER'S PRESENT:**

Mike Shahan, Director  
Van Price, Grayson County District Attorney's Office  
Kathy Williams, Herald Democrat  
Chris Kuykendall, Brown & Gay Engineers  
Charles L. Miranda, C & Associates  
Terry Vogel, Lake Texoma Jet Center  
Matt Robinson, Greater Texas Land Resources

Noel Paramanatham, TxDOT  
Bob Wood, Sherman-Denison MPO  
David Gordon, Estrada Hinojosa  
Mike Garrison, Brown & Gay Engineers  
Kelly Cannell, Lake Texoma Jet Center  
Christina Lusby, KTEN News  
Jay Jones, American Equity

**I.**

**Call to Order.**

Bill Hubbard, Chairman, called the meeting to order at 10:00am and welcomed everyone to the meeting. At this time, Mr. Hubbard thanked Mr. Jerdy Gary for his leadership, inspiration and knowledge with his work with the RMA.

**II.**

**Consideration of approval of Minutes of April 15, 2010, Board Meeting.**

Mr. Hubbard asked the Board if there were any changes or revisions to be made to the minutes. Mr. McGraw made the motion to approve the minutes as typed and Mr. Benton seconded the motion. All members voted aye.

**III.**

**Update from Bill Retz on the Joint Marketing Program between the city of Denison, City of Sherman and Grayson County.**

Mr. Retz advised the Board that Air Safety Flight Academy had vacated Building #111 at the Airport and had signed a release of the hangar. He stated that U.S. Aviation Group from Denton, Texas, would be leasing the building in order to expand their international flight school. He further stated that one bay of this hangar would be subleased to another company that is called Project Wolf.

Mr. Retz advised the Board that the west side of the Airport was available for lease and that the RFP's that were received for marketing the west side were rejected by the marketing committee. He stated that property is currently being marketed by the marketing committee.

Mr. Retz updated the Board on the University of Dallas Capstone project for marketing the airport.

Mr. Retz stated that they were working with TxDOT for signage on the west side of the Airport showing the property was for lease and also working with TxDOT to get directional signage along SH 289 directing people to the Airport.

#### IV.

#### **Consideration of approval of a Lease Agreement between the North Texas Regional Airport and U.S. Aviation Group, LLC, for the lease of Building #111.**

Mr. Shahan advised the Board that U.S. Aviation Group, LLC, wanted to lease Building #111. He stated that the lease would be a twenty-year lease, with two ten-year options. He stated that there would be fair-market value adjustments at the beginning of each option period. He stated that the lease payment was on a graduated scale and would escalate every four months until October 2011 when the full rental payment would begin. He also stated that there would be a CPI Adjustment to the rent every two years. He stated that the Airport would finish out the center restroom floor and ceiling. Mr. Shahan stated that U.S. Aviation Group wanted to make some improvements to the building but those improvements had not been determined yet. He stated that per the standard lease agreement, the Airport would reimburse them up 50% of the cost of those improvements by giving them rental credits on the rent. Mr. Shahan stated that the Airport Policy Committee had met and reviewed the lease and they recommended approval of the lease agreement by the Board. Mr. Olmstead asked if the revenue from the sublease would come to the Airport and Mr. Shahan advised that it would. Mr. Benton asked if this was the same lease that was executed with Air Safety Flight Academy and Mr. Shahan advised that it was very similar. Mr. Shahan advised that Mr. Munson had reviewed the lease and had approved the content. Mr. Olmstead made the motion to approve the lease agreement with U.S. Aviation Group, LLC. Mr. McGraw seconded the motion. All members voted aye.

#### V.

#### **Consideration of approval of a Resolution in support of entering into a grant agreement with TxDOT Aviation for expansion of the Airport Terminal Building.**

Mr. Shahan advised the Board that this was a 50/50 grant that would allow for expansion of the current airport terminal building. He stated that the grant would cover up to \$750,000.00 with the Airport paying 50% of that cost. Mr. Shahan stated that TxDOT had told him that they needed a commitment from the county prior to budget hearings. He stated that the first year of the grant would be the engineering and that the estimated cost for that is \$75,000.00, or a cost of \$37,500.00 to the Airport. He stated that the airport cost the second year could be as high as \$375,000.00. He stated that the Board was being asked to approve the Airport asking Commissioners Court permission to enter into this agreement. Mr. Hubbard stated that he understood that although Commissioners Court may agree to enter into the agreement, the funding may not be available due to other entities requesting funding. Mr. Shahan stated that was possible if there were severe funding cuts to TxDOT from the FAA or the state. Mr. McGraw asked if Mr. Shahan had talked to anyone from Commissioners Court about this and Mr. Shahan advised that he had off and on over the years but there had been no firm answers on the project. He stated that Commissioners Court would have to approve this before moving any further. Mr. Hubbard asked Mr. Shahan if he was asking for approval of a resolution to take this item to Commissioners Court and Mr. Shahan stated that was correct. Mr. Olmstead asked if there were any other projects coming up that could use the capitol funds and Mr. Shahan advised that the Airport had ramp repairs that would need to be done and that cost is estimated to be \$100,000.00 and would be a 90/10 grant. He stated that this amount is unknown at this time. Mr. Price asked if any of the money from the grants and stimulus funds been paid and Mr. Shahan advised that the contractors have been working since June or July 2009 so apparently the money has been paid.

Mr. Woods stated that the State is obligated to pay for those projects. Mr. Hubbard asked if there was a motion for this item. There was no motion for this and the item died for a lack of a motion.

**VI.**

**Consideration of approval of appointing a Budget Committee to prepare the Airport Budget to be presented to Commissioners Court.**

Mr. Hubbard stated that a budget committee is needed to work on the Airport budget. He stated that Mr. McGraw is not available and asked Mr. Benton and Mr. Olmstead to serve on this committee. Both members agreed. Mr. Olmstead made the motion to appoint the budget committee with Mr. Benton and Mr. Olmstead serving on it. Mr. McGraw seconded the motion. All members voted aye.

**VII.**

**Consideration of approval to request permission from Commissioners Court to remove Buildings #504 and #507.**

Mr. Shahan advised the Board that Wire Products had vacated buildings #504 and #507. He stated that the large building has leaks in the roof that have been difficult if not impossible to fix. He stated that it was a steel framed building with glass walls. He stated that the building was on the flight line but has been used for non-aviation use. Mr. Shahan stated that he had several companies contact him requesting to remove the buildings for the scrap metal. He stated that he was asking for Board approval to ask Commissioners Court to allow the buildings to be torn down. He stated that this would allow that area of the Airport to be opened up for hangar development. Mr. Olmstead made the motion to ask Commissioners Court's approval to tear down the buildings. Ms. Yandell seconded the motion. All members voted aye.

**VIII.**

**Director's Update to include discussion of the TxDOT Regional Planning Meeting for Airport Projects, Airport Master & Zoning Plan, Airport CIP, Fuel Flowage Report, Airport Budget, Fire Department Monthly Report, and Air Traffic Control Tower Operations Report.**

Mr. Shahan advised the Board that he would be attending a TxDOT Regional Planning Meeting in Paris, Texas, on May 20, 2010. He stated that all airports in the Paris District would meet with TxDOT to discuss future plans and projects.

Mr. Shahan updated the Board on the Airport Master Plan and Airport Zoning Plan. He stated that TxDOT had not finalized the contract on the Master Plan. He stated that the Zoning Plan had been finalized.

Mr. Shahan advised the Board that Taxiway Alpha is now Runway 17/35. He stated that work had begun on the main runway 17L/35R. He stated that the project is behind schedule and anticipated completion date the first part of August.

Mr. Shahan updated the Board on the March revenue and expense report, the Fire Run Report, the April Fuel Flowage Report and the Air Traffic Control Operations report.

**IX.**

**Update from Bobby Littlefield on the status of the Paris Districts' engineering study of the Grayson County Tollroad.**

Mr. Paramanatham advised the Board that the contract had been signed by the consultants and it was in Austin awaiting signatures at TxDOT. He stated that the work authorization should be issued about the same time the contract is signed. He stated that there would be a kick-off meeting and would begin gathering data and start formulating a public involvement plan. He stated that the first public meeting would probably be held the first week of August. He stated that immediately after that meeting they would begin looking at conceptual alternatives to come up with a viable alternative. He stated that soon after that there would be a second public meeting probably in November. He stated that soon after that they would finalize the alternatives and complete the environmental analysis. He stated this would complete the first work authorization.

Mr. Olmstead asked if there had been a traffic count done on the extension of SH 289. Mr. Paramanatham stated that they had not. He stated that the projection was from 2,000 to 3,000 cars per day but it appeared that count would be higher.

**X.**

**Public Comments.**

Mr. Hubbard asked if there was anyone in the audience that would like to address the Board and there was not.

**XI.**

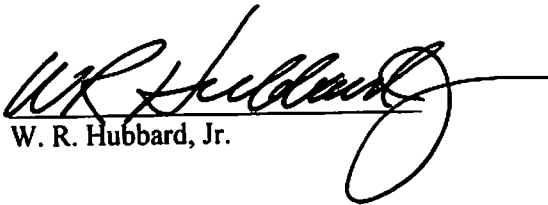
**Adjourn.**

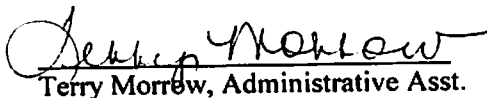
There being no other business, the meeting was adjourned at 10:27am.

**XII.**

**Next Meeting.**

The next regularly scheduled Board of Directors Meeting will be held on June 10, 2010, at 10:00am in the meeting room of the GTUA, 5100 Airport Drive, Denison, Texas.

  
W. R. Hubbard, Jr.

  
Terry Morrow, Administrative Asst.