

**GRAYSON COUNTY REGIONAL MOBILITY AUTHORITY
BOARD OF DIRECTORS MEETING
SEPTEMBER 10, 2009**

MEMBER'S PRESENT:

Jerdy Gary, Chairman
Kent Black
Ellis Olmstead

MEMBER'S ABSENT:

Bill Hubbard
Kay Yandell

OTHER'S PRESENT:

Mike Shahan, Director
Van Price, Asst. District Attorney
Bob Wood, Sherman-Denison MPO
Kelly Cannell, Lake Texoma Jet Center
Wm. B. (Ben) Munson, Esquire
Chris Munroe, Garver
Jorge Garza, Estrada Hinojosa & Company
David Dryden, TNP
Bill Retz
Jonathon Cannon, Herald Democrat

Rod Tatchio, Tatchio & Associates
David Gordon, Estrada Hinojosa & Company
James W. Griffin, NTTA
Jay Jones, American Equity
Brian Cassidy, Locke Lord Bissell & Liddell
Erik Nelsen, NNTB
Gustavo Baez, Baez Consulting
Eddie Shafie, AECOM
Gene Short, Commissioner, Pct. #4

I.

Call to Order.

Jerdy Gary, Chairman, called the meeting to order at 10:01am and welcomed everyone to the meeting. Mr. Gary asked that everyone sign the sign-in sheet and noted that on this agenda there is a public comment after the agenda items are completed. Mr. Gary advised the audience of the reason for the absence of Mr. Hubbard and Ms. Yandell.

II.

Approval of Minutes of July 8, 2009, Board Meeting.

Mr. Gary asked the Board if there were any changes or revisions to be made to the minutes. Mr. Olmstead made the motion to approve the minutes. Mr. Black seconded the motion. All members voted aye.

III.

Consideration of Approval and adopting of amended RMA By-Laws.

Mr. Gary asked Mr. Shahan to recap each of the following resolutions before the Board. Mr. Gary advised the audience that the resolutions were done by counsel in Austin and had been reviewed by Mr. Munson and Mr. Price. Mr. Shahan advised the Board the first resolution was 09-07 to amend the RMA By-Laws. He advised that the By-Laws were done in 2004 and the Legislature had met twice since then and changed some of the laws. He further stated that the amended By-Laws reflected those changes. Mr. Black made the motion to approve the amended By-Laws and Mr. Olmstead seconded the motion. All members voted aye.

IV.

Consideration of approval and adoption of an amended Procurement Policy of the RMA.

Mr. Shahan advised that Resolution 09-08 was next and that this Resolution amended the Procurement Policy. Mr. Olmstead made the motion to approve the amended Procurement Policy and Mr. Black seconded the motion. All members voted aye.

V.

Consideration of approval and adoption of a Drug and Alcohol Policy for the RMA.

Mr. Shahan advised that Resolution 09-09 set a drug and alcohol policy for the RMA. Mr. Black made the motion to approve the drug and alcohol policy. Mr. Olmstead seconded the motion. All members voted aye.

VI.

Consideration of approval and adoption of a Reimbursement and Travel Policy for the RMA.

Mr. Shahan advised that Resolution 09-10 dealt with the travel policy. Mr. Gary advised that the RMA was adopting Grayson County's travel policy. Mr. Olmstead made the motion to approve the reimbursement and travel policy. Mr. Black seconded the motion. All members voted aye.

VII.

Update from Bobby Littlefield on the status of the Paris Districts \$6.5 million engineering study that will be an in-kind service to the Grayson County RMA.

Mr. Gary the recognized Mr. Littlefield. Mr. Littlefield advised the Board that the RMA petitioned TxDOT for some toll equity money and that request was approved through Proposition 14 for \$10 million, and of that approximately \$3.5 million was a loan and could be used for professional services, legal services and other necessary service. He advised that the other \$6.5 million in grant money was set aside for engineering services. He stated that the RMA subsequently decided to allow TxDOT to provide the engineering study and that TxDOT would hire a consultant for the Grayson County Toll Road because of the magnitude of the project. Mr. Littlefield stated that they would advertise for services. He stated that Rick Mackey has been given the lead role to get this project scoped and that he would work with the Consultant Contract Office in Austin. He stated that they had gotten the project scoped out in a comprehensive document. Mr. Littlefield stated that the project needed to be advertised and a firm selected that can provide the services listed in the scope of the project. He stated that the scope has gotten preliminary approval to move forward and will get further organizational approval and will advertise it in about a week. He stated that they would probably give approximately 30 day advertisement period. He stated that they would receive letters of interest from the consultants. He stated that his staff would comprise a 4-person selection team who would then evaluate the LOI's and short list the firms. He stated that they would then do Request for Proposals from those short listed firms. He stated that it appeared that interviews would begin mid-November of those firms and hoped to begin negotiations in December. He stated that it was hoped to have a contract in place in January with a preferred consultant. He stated that they would proceed with the engineering work on a work authorization basis. He stated that there would be four phases to the engineering process. He stated that Phase 1 will be route and toll fee feasibility analysis. Phase 2 will be preparation of National Environmental Policy Act (NEPA) Documents and Schematic Development for the entire corridor. Phase 3 will be preparation of the right-of-way maps and documentation of that and Phase 4 will be preparation of the Plan Specification and Estimates which would be the actual construction documents. Mr. Gary asked if this would cover the entire corridor and Mr. Littlefield advised that it would. Mr. Black asked about the duration of each phase and Mr. Littlefield advised that he did not. Mr. Littlefield did state that this was a comprehensive complex project. Mr. Black then asked about the potential uncertainty of the ending location of the North Texas Toll Way and Mr. Littlefield stated that was something that would have to be worked on and would need the Board's assistance with this.

Mr. Cassidy advised the Board that the interlocal agreement that was approved ties in with TxDOT and what Mr. Littlefield had updated the Board on. Mr. Gordon asked if the Board would be able to review the advertisement and Mr. Littlefield stated that he would get the advertisement to Mr. Gary for his review.

VIII.

Consideration of approval of an Interlocal Agreement with Central Texas RMA for Project Management and other related services.

Mr. Shahan advised that Resolution 09-11 dealt with the interlocal agreement with Central Texas RMA. Mr. Gary advised the Board that Mike Heiligenstein is the director of Central Texas RMA and both he and Chairman Tesh had assisted Grayson RMA during its initial organization. He further stated that CTRMA has provided project consulting services to most of the other RMA's on a part-time basis. Mr. Gary stated that CTRMA Consultant Everett Owen has a long history of project management of toll projects and his services will be invaluable to GCRMA as it moves forward with the comprehensive and complex study of the Grayson County Toll Road project. In addition, Mr. Owen will provide assistance in developing the annual budget, the required five year strategic plan, and advising the Board on the procedure to access toll revenue funds from the toll equity loan fund with TxDOT. Mr. Gary further reiterated that Mr. Owen's services would be strictly on an hourly basis. Mr. Black made the motion to approve the interlocal agreement with Central Texas RMA. Mr. Olmstead seconded the motion. All members voted aye.

IX.

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

Mr. Gary introduced Mr. Retz who then updated the Board on the joint marketing program. Mr. Retz advised the Board that the marketing committee had completed development of the marketing plan and has marketing material in place and this is being executed at this point. He stated that there is a new website for the Airport. Mr. Retz stated that publications in the aviation community are beginning to pick up stories on the Airport. He advised that the marketing committee does not have an advertising budget. He stated that part of the marketing plan was to identify targets for businesses and the first target identified will be opening in October. Mr. Retz gave the Board an update on the various portions of the agreement with the flight school. He stated that the committee is moving forward with other projects simultaneously. He stated that one of the current projects is to develop a lay-out plan for the west side of the Airport. He stated that they also have a group of University of Dallas graduate students working with them to do some market analysis for some of the targets. Mr. Retz stated that they are currently working with the new TCOG Director of Economic Development and will be trying to get TCOG more involved in the marketing of the Airport. Mr. Gary asked Mr. Retz to share a time frame for activity for the flight school. Mr. Retz stated that activity with students should begin by the end of October. He stated that they were actually beginning to move into the Airport the next week.

X.

Ratify Lease Agreement between the North Texas Regional Airport and Air Safety Flight Academy, LLC, for the lease of Building #111.

Mr. Shahan advised the Board that Resolution 09-12 went along with this agenda item although the Board did not have a copy of it. Mr. Black made the motion to ratify the lease agreement with Air Safety Flight Academy for the lease of Building #111. Mr. Olmstead seconded the motion. All member voted aye.

XI.

Consideration of approval of a License Agreement between the North Texas Regional Airport and International Aerobatic Club, Inc., a Wisconsin Corporation, to conduct the U.S. National Aerobatics Championship.

Mr. Black asked if this was the standard agreement and Mr. Shahan stated that it was very similar to the agreement with the Lone Star Aerobatics in June. He stated that the only change would be in who would

sign the contract for the Nationals. He stated that Vickie Cruz, President of the IAC, was killed in an airplane accident in England on August 22. He stated that Doug Sowder is the acting President and will be signing the contract. Mr. Shahan stated that the contract begins on September 17 and runs through Friday, September 25. Mr. Olmstead asked if Mr. Munson had reviewed the contract and Mr. Shahan stated that he had. Mr. Olmstead made the motion to approve the license agreement and Mr. Black seconded the motion. All members voted aye.

XII.

Consideration of approval to enter into an agreement with TxDOT Aviation for the 2010 Routine Airport Maintenance Program grant (RAMP).

Mr. Shahan advised the Board that this agreement was for the 2010 RAMP grant. He stated that at this point the scope has not been identified. He stated that there were several projects that the grant could be used for such as pavement repairs to the closed runway or hangar repairs. He stated that this had been approved in the budget. Mr. Black made the motion to approve entering into the agreement for the RAMP grant and Mr. Olmstead seconded the motion. All members voted aye.

XIII.

Director's Update to include discussion of the Airport CIP, Fuel Flowage Report, Airport Budget, Fire Department Monthly Report, Air Traffic Control Tower Operations Report, and West Side Utility Update.

Mr. Shahan updated the Board on the capital improvement project. He stated that RK Hall was currently working on the taxiways and would begin on the runway soon. He stated that the project should be completed by February 2010.

Mr. Shahan updated the Board on the Fuel Flowage Report, the 2010 budget, the Fire Run Report and the Air Traffic Control Operations Report.

Mr. Shahan updated the Board on the utility project. He also updated the Board on the various roof repairs being made at the Airport due to the March 2009 storm.

Mr. Shahan advised the Board that the Corps of Engineers has closed the wells in the burn pan area and has requested TCEQ close out the site so it can be developed. He stated that they should also be doing the same on the wells in the landfill area. Mr. Olmstead asked about the old fuel farm site and its development. Mr. Shahan stated that it is in an area that would probably not be developed.

Mr. Short advised the Board that SH 289 should be completed in November 2009.

XIV.

Public Comments.

Mr. Gordon requested that the Board have a workshop and to review the solicitation on the toll road project. Mr. Gary asked if October 1 was still a good date and Mr. Gordon asked to look at the timetable and schedule a meeting based on that information. Mr. Gary advised that a 2009/2010 budget would be prepared once Mr. Owen is available.

XV.

Adjourn.

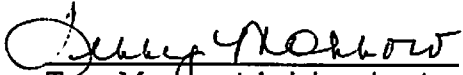
There being no other business, the meeting adjourned at 10:47am.

XVI.
Next Meeting.

The next regularly scheduled Board of Directors Meeting will be held on October 8, 2009, at 10:00am in the meeting room of the GTUA, 5100 Airport Drive, Denison, Texas.



Jerdy Gary, Chairman



Terry Morrow, Administrative Asst.