

**GRAYSON COUNTY REGIONAL MOBILITY AUTHORITY
BOARD OF DIRECTORS MEETING
OCTOBER 30, 2014**

MEMBER'S PRESENT:

Bill Hubbard, Chairman
Bill Benton
Randy Hensarling
Bill Rasor

MEMBER'S ABSENT:

Jeff Christie

OTHER'S PRESENT:

Mike Shahan, Director
Michael Hutchins, Herald Democrat
W. B. (Ben) Munson, Esquire
William Magers, Grayson County Judge Elect

Bill Retz, NTRA Marketing Director
Jeff Whitmire, Commissioner, Pct. #1
Bart Lawrence, Commissioner Pct. #4
Jay Jones, American Equity

1.

Call to Order.

Bill Hubbard, Chairman, called the meeting to order at 10:00 a.m. and welcomed everyone to the meeting.

2.

Consideration of approval of the October 9, 2014, Board Meeting.

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

3.

Consideration of approval of GCRMA Compliance Report for FY 2014.

Mr. Shahan advised the Board that this was the annual Compliance Report that must be submitted to TxDOT. Mr. Shahan stated that there was an insert of the Project Report. He stated that Mike Garrison has provided information on the route study for FM 121 around Gunter. Mr. Hensarling made the motion to approve the Compliance Report for FY 2014. Mr. Benton seconded the motion. All members voted aye.

4.

Consideration of approval to update the current Fixed Base Operator requirements of the Airport Minimum Standards.

Mr. Shahan stated that the Airport Policy Committee reviewed the Minimum Standards specifically for the Fixed Base Operator. He stated that the Policy Committee recommended hiring a consultant to update the FBO Minimum Standards. He stated that Garver Engineers was hired to assist with the project. Mr. Hubbard asked Mr. Shahan to give a summary of the changes. Mr. Shahan stated that the current standards for the FBO are to provide aircraft fuel, both 100LL and Jet A, provide aircraft maintenance and aircraft storage. He stated that the requirements to operate as an FBO would continue with those items, but the FBO would be required to choose at a minimum three of six additional items to operate as an FBO. He stated that these six items include: 1) flight training, 2) aircraft rental, 3) automobile rental and courtesy car, 4) avionic sales, installation and maintenance, 5) aircraft charter or air taxi service, or 6) any other light commercial operation that is excluded from Part 135 if approved by the

RMA. He stated that there were some additional changes such as ground lease requirements and building requirements. Mr. Shahan stated time requirements were included for FBO services. He stated that the insurance requirements had also been increased.

Mr. Shahan stated that there were three additional requirements for a business plan, including pending litigation, legal name of entity and where it is registered or licensed and any aircraft that will be stored and not actively flown.

Mr. Shahan stated that there was one item about the Airport Director and who hires the Director. Mr. Shahan stated that he thought that the RMA should hire the Airport Director unless Commissioners Court wants to do that.

Mr. Shahan stated that the current FBO meets all requirements except for meeting three additional services. He stated that the Airport Policy Committee recommended grandfathering them and allowing them one year to comply with the new requirements. Mr. Hensarling made the motion to approve the updates to the Minimum Standards for the FBO. Mr. Rasor seconded the motion. All members voted aye.

5.

Consideration of approval of entering into an agreement with 4D Insurance Agency, LLC, for the purpose of tracking insurance certificates of Airport tenants.

Mr. Shahan stated that he had been approached by 4D Insurance Agency, LLC, to track insurance certificates as required by airport tenants. Mr. Shahan stated that he had contacted Jeff Schneider, the Grayson County Purchasing Agent, who said that as far as he could tell it was not against County policy to have a private company track insurance certificates. He stated that he had talked with Mr. Munson and he felt it was a policy decision for the Board. Mr. Shahan stated that 4D Insurance proposed to track all insurance certificates requirements for the Airport tenants and notify the Airport of any non-compliance issues or delinquencies and shall send a non-compliance or delinquency notice to the Tenant. Mr. Shahan stated that 4D would send out in advance a notice of insurance renewal deadlines. He stated that they would contact the Airport should they not be able to contact a tenant. He further stated that the airport would approve all language in the notices. Mr. Shahan stated that in return, the Airport would provide information to contact the Tenants and their insurance requirements. He stated that the Airport would notify the tenants to provide the information to 4D. He stated that 4D would be named as a preferred vendor. He stated that they would provide the service for fee and they would attempt to sell insurance to the tenants. Commissioner Whitmire stated that the County has an insurance consultant that will do the same thing. After further discussion, the Board took no action on this item.

6.

Recess for Executive Session pursuant to Chapter 551, Subchapter D, Texas Government Code.

Mr. Hubbard stated that the Board would be recessing into Executive Session. Mr. Hubbard invited Commissioner Whitmire, Commissioner Lawrence and Mr. Magers to remain in the room. The Board recessed into executive session at 10:40 a.m.

7.

Reconvene Regular Session; Action on Executive Session Items.

The Board reconvened into regular session at 11:07 a.m. Upon returning to open session, Mr. Hubbard stated that there were two subjects that needed to be discussed in open session. Mr. Hubbard stated that the first thing to be addressed was the contract with CBRE for Exclusive Sales and Lease Listing Agreement. Mr. Hubbard asked if there was a motion on this item. Mr. Rasor made the motion to accept the contract and move forward. Mr. Benton seconded the motion. All members voted aye.

Mr. Hubbard stated that the next item was contact with Carson Aviation was to lease property and build five hangars. Mr. Hubbard stated that if this were approved, the motion should include a new survey of the lots at Carson Aviation expense and that construction should begin on the southern-most lot. Mr. Hensarling made the motion to approve the contract with those stipulations. Mr. Rasor seconded the motion. All members voted aye.

8.

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

Mr. Shahan stated that he did not have an update.

Mr. Benton asked if the motion on the Minimum Standards Update included the change to the Airport Direction portion. Mr. Shahan stated that was not clarified. Mr. Shahan stated that he felt that it needed to remain as written as to who appoints the Airport Director which is the RMA. Mr. Benton made the motion to have the Airport Director appointed by the RMA. Mr. Hensarling seconded the motion. All members voted aye.

9.

Public Comments.

Mr. Hubbard asked if anyone had any comments to make. There were none.

10.

Adjourn.

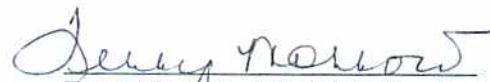
There being no other business, the meeting was adjourned at 11:10 a.m.

11.

Next Meeting.

The next regularly scheduled Board of Director's Meeting will be held on November 13, 2014, at 10:00 a.m. in the meeting room of the GTUA, 5100 Airport Drive, Denison, Texas.


W. R. Hubbard, Jr., Chairman


Terry Morrow, Administrative Asst.