AIRPORT BOARD
REGULAR CALLED MEETING
MARCH 2, 2026

BOARD MEMBERS PRESENT
Chairman: Steve Pierce
Blake Seyler
Brant Lundgren
Darin Divinia
D.J. Meschkat *(Joined by Zoom)*

BOARD MEMBERS ABSENT
Jim Budarf
Wyatt Pettus

STAFF PRESENT
Eric Garretty, City Manager
Marci Bueno, City Secretary/Finance Director
Cassie Short, Executive Assistant
Jon Delamarter, Airport Manager
Melinda Brown, Assistant City Manager, GEIC/GIA Executive Director

GUEST PRESENT
Michael Krusing

1. **CALL TO ORDER**
   Chairman Steve Pierce called the meeting to order at 12:03 p.m.

2. **NOTICE OF POSTING.** NOTICE OF THIS REGULAR CALLED MEETING OF THE GRAHAM MUNICIPAL AIRPORT BOARD WAS DULY POSTED AT A PLACE READILY ACCESSIBLE TO THE PUBLIC AT LEAST 3 BUSINESS DAYS PRIOR TO THE DATE AND TIME OF THIS MEETING, IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT.

3. **ROLL CALL OF MEMBERS PRESENT**
   Chairman: Steve Pierce
   Blake Seyler
   Brant Lundgren
   Darin Divinia
   D.J. Meschkat (Joined by Zoom)

4. **PUBLIC FORUM**
   None.

5. **CONSIDER AND ACT TO APPROVE THE MINUTES OF THE REGULAR CALLED MEETING HELD ON JANUARY 12, 2026.**
   Motion made by Brant Lundgren and seconded by Steve Pierce to approve the minutes of the Regular Called Meeting held on January 12, 2026. Motion passed unanimously 5 – 0.

6. **PRESENTATION BY MICHAEL KRUSING FROM PARKHILL REGARDING AN UPDATE ON THE ALP (AIRPORT LAYOUT PLAN) PROJECT.**

Parkhill Engineer Michael Cruising presented an update on the Airport Layout Plan (ALP) project.

7. **AIRPORT MANAGER'S REPORT.**
Airport Manager Jon Delamarter provided an Airport Report to the Board.

8. **PRESENTATION BY JIM BUDARF OF DRAFT VERBIAGE, AMENDING AIRPORT MINIMUM STANDARDS TO FURTHER CLARIFY DIFFERENCES BETWEEN THE SERVICES OFFERED BY AN FBO (FIXED BASE OPERATOR) AND A SASO (SPECIALIZED AVIATION SERVICE OPERATION) WITH DISCUSSION OF SAME.**
Motion made by Brant Lundgren and seconded by Blake Seyler to TABLE the presentation by Jim Budarf of draft verbiage, amending Airport Minimum Standards to further clarify differences between the services offered by an FBO (Fixed Base Operator) and a SASO (Specialized Aviation Service Operation) with discussion of same. Motion passed unanimously 5 – 0.

9. **CONSIDER AND ACT TO APPROVE ONE OR MORE PROPOSED AIRPORT MINIMUM STANDARDS AMENDMENT(S).**
Motion made by Brant Lundgren and seconded by Blake Seyler to TABLE one or more proposed Airport Minimum Standards amendment(s). Motion passed unanimously 5 – 0.

10. **DISCUSSION REGARDING A REQUEST FROM JACK GRAHAM TO SUBLEASE ALL OR PART OF HANGAR #404.**
City Manager Eric Garretty and Airport Manager Jon Delamarter discussed a request from Jack Graham to sublease all or part of hangar #404.

11. **CONSIDER AND ACT TO AUTHORIZE JACK GRAHAM TO SUBLEASE ALL OR PART OF HANGAR LOT NO. #404.**
Motion made by Brant Lundgren and seconded by Darin Divinia to authorize Jack Graham to sublease all or part of Hangar Lot No. #404. Motion passed unanimously 5 – 0.

12. **DISCUSSION REGARDING A REQUEST FROM ROY PITCOCK, JR. TO SUBLEASE ALL OR PART OF HANGAR #114.**
City Manager Eric Garretty and Airport Manager Jon Delamarter discussed a request from Roy Pitcock, Jr. to sublease all or part of hangar #114.

13. **CONSIDER AND ACT TO AUTHORIZE ROY PITCOCK, JR. TO SUBLEASE ALL OR PART OF HANGAR LOT NO. #114.**
Motion made by Darin Divinia and seconded by Brant Lundgren to authorize Roy Pitcock, Jr. to sublease all or part of Hangar Lot No. #114. Motion passed unanimously 5 – 0.

14. **DISCUSSION REGARDING THE PURCHASE BY BLAKE SEYLER OF A CERTAIN HANGAR FACILITY AND FURTHER CONSIDER A REQUEST TO LEASE HANGAR LOT NO. 118 BY SAME (BOARD MEMBER SEYLER TO ABSTAIN FROM THIS ITEM).**
City Manager Eric Garretty discussed the purchase by Blake Seyler of a certain hangar facility and further consider a request to lease Hangar Lot No. 118 by same (Board member Seyler to abstain from this item). Blake Seyler abstained from this discussion item.

15. **CONSIDER AND ACT TO APPORVE REQUEST FROM BLAKE SEYLER TO CONCLUDE OF A FIVE-YEAR LEASE AGREEMENT RELATED OF CERTAIN REAL PROPERTY DESCRIBED AS HANGAR LOT NO. 118; AND FURTHER RECOMMEND SAME FOR APPROVAL TO THE CITY COUNCIL (BOARD MEMBER SEYLER TO ABSTAIN FROM THIS ITEM).**
Motion made by Steve Pierce and seconded by Brant Lundgren to approve a request from Blake Seyler to conclude of a five-year lease agreement related to certain real property described as Hangar Lot No. 118; and further recommend same for approval to the City Council (Board member Seyler to abstain from this item). Motion passed 4 – 0 – 1 with Blake Seyler abstaining.

16. **DISCUSSION REGARDING THE SALE OF TWO 'FUELMASTER' BRAND KIOSKS.**
City Manager Eric Garretty discussed the sale of two 'FuelMaster' brand kiosks.

17. **CONSIDER AND ACT TO AUTHORIZE THE CITY MANAGER TO DECLARE TWO 'FUELMASTER' BRAND KIOSKS AS EXCESS TO REQUIREMENTS, RECOMMEND SALE OF SAME AT PUBLIC AUCTION; AND FURTHER, DIRECT THAT THE PROCEEDS FROM ANY SUCH SALE AS MAY OCCUR SHALL BE DEPOSITED TO THE AIRPORT FUND.**
Motion made by Steve Pierce and seconded by Darin Divinia to authorize the City Manager to declare two 'FuelMaster' brand kiosks as excess requirements, recommend sale of same at public auction; and further, direct that the proceeds from any such sale as may occur shall be deposited to the Airport Fund. Motion passed unanimously 5 – 0.

18. **DISCUSSION REGARDING PROPOSED STOCKAGE OF REPLACEMENT RUNWAY EDGE LIGHT FIXTURES.**
Airport Manager Jon Delamarter discussed the proposed stockage of replacement runway edge light fixtures.

19. **CONSIDER AND ACT TO AUTHORIZE THE STOCKAGE OF REPLACEMENT RUNWAY EDGE LIGHT FIXTURES.**
Motion made by Darin Divinia and seconded by Blake Seyler to authorize the stockage of replacement runway edge light fixtures. Motion passed unanimously 5 – 0.

20. **CONSIDER AND ACT TO SET THE TIME, PLACE, AND LOCATION FOR THE NEXT MEETING OF THE BOARD.**
Motion made by Steve Pierce and seconded by Blake Seyler to WITHDRAW setting the time, place, and location for the next meeting of the Board. Motion passed unanimously 5 – 0.

21. **RECESS INTO EXECUTIVE SESSION UNDER THE FOLLOWING PROVISION OF THE TEXAS LOCAL GOVERNMENT CODE:** Steve Pierce recessed the Board into Executive Session at 1:34 p.m.

Sec. 551.074 Personnel Matters

- Deliberate the renewal of the Airport Manager's Employment Agreement.

22. **RECONVENE FROM EXECUTIVE SESSION AND TAKE SUCH ACTION AS MAY BE REQUIRED.** Steve Pierce reconvened from Executive Session at 2:17 p.m.

Motion made by Brant Lundgren and seconded by Blake Seyler to accept the resignation of Jon Delamarter as Airport Manager with resignation effective April 29, 2026, unless an earlier or later date of resignation is mutually agreed by the Airport Board and Jon Delamarter. Motion passed unanimously 5 – 0.

Motion made by Brant Lundgren and seconded by Steve Pierce to direct the City Manager to initiate a recruitment action for the position of Graham Municipal Airport Manager. Motion passed unanimously 5 – 0.

Motion made by Brant Lundgren and seconded by Blake Seyler to establish an Airport Manager Recruitment Subcommittee consisting of the City Manager, Steve Pierce, and D.J. Meschkat; and further charge said subcommittee with making an Airport Manager hiring recommendation, to the Airport Board, as soon as one or more qualified candidates may be identified, interviewed, vetted and recommended. Motion passed 3 – 0 – 2 with D.J. Meschkat and Steve Pierce abstaining.

Motion made by Brant Lundgren and seconded by Steve Pierce to direct the City Manager to initiate a recruitment action for the position of part-time Airport Technician. Motion passed unanimously 5 – 0.

23. **DISCUSSION REGARDING FUTURE AGENDA ITEMS.**
None.

24. **ADJOURN.**
There being no further business, the meeting was adjourned at 2:21 p.m. Motion made by Steve Pierce and seconded by Brant Lundgren.