NOTICE OF PUBLIC MEETING
REGULAR CALLED MEETING
GRAHAM MUNICIPAL AIRPORT BOARD
August 13, 2025 - 12:00 P.M.

PURSUANT TO THE TEXAS OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT A CALLED MEETING OF THE **CITY OF GRAHAM MUNICIPAL AIRPORT BOARD** WILL BE HELD ON **AUGUST 13, 2025, at 12:00 P.M.** AT THE **GRAHAM MUNICIPAL AIRPORT, 1810 FOURTH STREET, GRAHAM,** TEXAS, AT WHICH MEETING, THE FOLLOWING AGENDA ITEMS WILL BE CONSIDERED. ITEMS ON THE AGENDA ARE SUBJECT TO ACTION. THE GRAHAM MUNICIPAL AIRPORT BOARD RESERVES THE RIGHT TO MEET IN CLOSED/EXECUTIVE SESSION ON AN AGENDA ITEM SHOULD THE NEED ARISE, AND IF APPLICABLE, PURSUANT TO AUTHORIZATION BY TITLE 5, CHAPTER 551 OF THE TEXAS LOCAL GOVERNMENT CODE.

AGENDA:

1. **Call to Order Time:** _____

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 72 hours prior to the date and time of this meeting, in accordance with the Texas Open Meetings Act.

3. **Roll Call of Board Members Present**

4. **Public Forum:** This forum is for citizens to comment on any Graham Municipal Airport subject. No discussion can be had by the Board; however, items discussed may be placed on a future agenda for discussion and action.

5. Consider and act to approve the minutes of the Regular Called Meeting held on **July 1, 2025.**

6. Presentation by Parkhill Engineering of Working Paper #1 pertaining to the Airport Layout Plan (ALP) project.

7. Discussion of ALP Working Paper No. 1 by the Board acting in its capacity as the Project Steering Committee for the ALP.

8. Consider and act to grant Parkhill Engineering the authority to submit ALP Working Paper No. 1 to duly designated representatives of the Texas Department of Transportation for review and possible approval, noting for record that the Board is acting in its capacity as the Project Streeting Committee for the ALP.

9. Airport Manager's report.

10. Discussion regarding proposed Fiscal Year 2025-2026 RAMP projects.

11. Consider and act to authorize the City Manager to negotiate a lease agreement for a certain airport facility, known as the 'FBO hangar', and further, make such lease contingent upon the conclusion of a certain Agreement for the provision of Aircraft Services with Barrett Aircraft, a Limited Liability Company (Ephrata, Washington), and further still noting that such lease agreement shall be subject to review and approval by the City Council at a duly noticed public meeting.

12. Consider and act to authorize the City Manager to negotiate a certain Agreement for the provision of aircraft maintenance services with Barrett Aircraft, a Limited Liability Company (Ephrata, Washington), and further, authorize the City Manager to present such Agreement as may be negotiated to the City Council for review, consideration, and possible approval at a duly noticed public meeting, and further still noting that conclusion of said Agreement shall be subject to concurrent approval of a lease agreement for a certain airport facility, known as the 'FBO hangar'.

13. Discussion regarding the recently completed easement survey pertaining to the provision of access to certain real property, adjacent to the Graham Municipal Airport, which may be accessed from US Highway 380.

14. Consider and act to approve a certain easement, in favor or Rod Hawkins, to provide access to certain properties adjoining the Graham Municipal Airport and further, authorize the City Manager to take such actions as may be required to file said easement for record, provided that said easement has been reviewed and duly approved by the City Council at a public meeting.

15. Discussion regarding Airport Hangar Space lease rates.

16. Consider and act to set Airport Hangar Space lease rates, at a certain rate which is based upon the total square footage of any extant Hanger located on the Hangar Space, or is based upon the total square footage of a Hangar proposed for construction on a Hangar Space, or is based any such other method for setting Airport Hangar Space lease rates as the Board may approve; and further, any such rates as may be approved by Board shall subject to review and approval by the City Council at a duly noticed public meeting.

17. Discussion regarding future agenda items.

18. Adjourn. **Time:** _____

Eric Garretty, City Manager

Notice of meeting/agenda posted at Graham City Hall, 612 Elm Street, Graham, Texas at _____a.m./p.m. on the _____ day of April, 2025.

Notice of meeting/agenda posted at Graham Municipal Airport , 1810 Fourth Street, Graham, Texas at _____a.m./p.m. on the____ day of April, 2025.

NOTICE

The Graham Municipal Airport Board reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters listed above, as authorized by Texas Government Code Sections 551.071(Consultation with Attorney), 551.072 (Deliberations Regarding Real Property), 551.073 (Deliberations Regarding Prospective Gift), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices). Before any closed session is convened, The Presiding Officer will identify the section or sections of the act authorizing the closed session. All final votes, actions or decisions will be taken in open session.

ACCESSIBILITY NOTICE

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation and interpretive services must be made 48 hours prior to the meeting. Contact Graham City Hall at (940) 549-3324.

I, the Undersigned Authority, do hereby certify that the above notice of Meeting of the Graham Municipal Airport Board of Directors is a true and correct copy of said notice posted at the City of Graham, Texas, and the Graham Municipal Airport in locations convenient and readily accessible to the general public at all times.

Witness my hand and seal of the city this 6th day of August, 2025 at 2:30 a.m./p.m. and remained so posted continuously for a least 72 hours proceeding the scheduled time of meeting.

CITY OF GRAHAM, TEXAS

For the Graham Municipal Airport Board of Directors

By: Marci Bueno

Marci Bueno, City Secretary

I hereby certify that the above shown notice was removed from the posting location at the Graham City Hall, 612 Elm Street, Graham, Texas 76450, at _____ a.m./p.m. on the _____ day of _____ 2025 and satisfies the 72-hour posting requirement.

I hereby certify that the above shown notice was removed from the posting location at the Graham Municipal Airport, 1810 Fourth Street, Graham, Texas 76450, at _____ a.m./p.m. on the _____ day of _____ 2025 and satisfies the 72-hour posting requirement.