

**NOTICE OF REGULAR CALLED MEETING  
GRAHAM MUNICIPAL AIRPORT  
BOARD OF DIRECTORS  
APRIL 1, 2024**

PURSUANT TO THE TEXAS OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT A CALLED MEETING OF THE CITY OF GRAHAM MUNICIPAL AIRPORT BOARD OF DIRECTORS, WILL BE HELD ON MONDAY, APRIL 1, 2024 AT 12:00PM 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 OF DIRECTORS 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. **Roll Call of Directors Present**
3. **Public Forum:** This forum is for citizens to comment on any Graham Municipal Airport subject not on an agenda, no discussion can be had by the Board of Directors; however, items discussed can be placed on a future agenda for discussion and action.
4. **Manager's Report**
5. Consider and act to approve the minutes submitted from the previous Airport Board of Directors meeting held on March 4, 2024.
6. Consider and act to approve renting vehicles for the shuttle service program for the Food Truck Championship of Texas event held on June 1, 2024, and further begin advertising for the service provided.
7. Discussion regarding ongoing efforts to develop RSA (Runway Safety Area) landing area plan to submit to Federal Aviation Administration (FAA).
8. Consider and act to seek approval from the Federal Aviation Administration (FAA) for the use of the RSA for operations.
9. Discussion regarding an expanded mowing plan to include grass landing areas and newly cleared land.
10. Discussion regarding the purchase of hangar keeper's insurance.

11. Consider and act to direct Airport Manager to purchase hangar keeper's insurance.
12. Review of submitted applications for the Graham Municipal Airport Maintenance Technician position.
13. Consider and act to re-list, barring no current submissions, the position of Maintenance Technician at the Graham Municipal Airport.
14. Discussion regarding the work order for the current drainage issues on the grounds.
15. Discussion regarding the FY 25 operating budget.
16. Discussion regarding the proposed project list for FY 25 RAMP Grant program.
17. Consider and act to approve the FY 25 RAMP Grant project list.
18. Comments and announcements
19. Consider and act to set the next Airport Board of Directors meeting.
20. Discuss proposed future agenda items.

21. Adjournment. Time: \_\_\_\_\_

  
\_\_\_\_\_  
Grant Ingram, Assistant 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 \_\_\_\_\_, 2024.

Notice of meeting/agenda posted at Graham Municipal Airport , 1810 Fourth Street, Graham, Texas at \_\_\_\_\_ a.m./p.m. on the \_\_\_\_ day of \_\_\_\_\_, 2024.

#### **NOTICE**

The Graham Municipal Airport Board of Directors 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 close 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 accommodations and interpretive services must be made 48 hours prior to the meeting. Contact the 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 this \_\_\_\_\_ day of \_\_\_\_\_, 2024 at \_\_\_\_\_ and remained so posted continuously for a least 72 hours proceeding the scheduled time of meeting.

For the Graham Municipal Airport Board of Directors

By: \_\_\_\_\_  
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 \_\_\_\_\_ 2024 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 \_\_\_\_\_ 2024 and satisfies the 72-hour posting requirement.