

**DRAFT MINUTES
AIRPORT ADVISORY BOARD
March 13, 2019**

After determining that a quorum is present, the Airport Advisory Board of the City of Denton, Texas will convene in a regular schedule meeting on Wednesday, March 13, 2019 at 5:30 p.m. in the Airport Terminal Building Meeting Room at 5000 Airport Road, Denton, Texas, during which the following items were considered:

AIRPORT ADVISORY BOARD IN ATTENDANCE: Chairman Bob Tickner, Arun Pookulangara, Micah Hope, and Michael Upshaw.

BOARD MEMBERS ABSENT: Vice Chairman Robert Ismert, Ed Ahrens, and Sandra Chandler

STAFF MEMBERS PRESENT: Scott Gray, Airport Manager; and Leanne Hood, Administrative Assistant and acting Recording Secretary.

PUBLIC PRESENT: Mark Haberer, Parkhill, Smith, and Cooper.

1. PLEDGE OF ALLEGIANCE

Members conducted the U.S. and Texas pledge of allegiance

2. PRESENTATION FROM MEMBERS OF THE PUBLIC

None

3. ITEMS FOR CONSIDERATION

A. Consider approval of the Airport Advisory Board Meeting Minutes of February 13, 2019.

Member Upshaw made a motion to approve the minutes from February 13, 2019. Member Hope seconded the motion. Motion carried unanimously (4-0).

B. Receive a report, hold a discussion and provide a recommendation to City Council the approval of an ordinance authorizing the City Manager, or his designee, to accept on behalf of the City an offer from the Texas Department of Transportation ("TxDOT") relating to a grant of \$693,260; requiring the City to provide \$176,740 in contributory funds for engineering and construction of parallel runway lighting improvements at Denton Enterprise Airport; and providing for an effective date.

Gray reports that the parallel runway project and the runway lighting project are separate. There were concerns about getting the funding and work had been done with TxDOT to try and bring the funds forward sooner so the runway project and the runway lighting project could be finished simultaneously. TxDOT did have it in our Airport Capital Improvement Program at 90% State and 10% City funding. The parallel runway has certain portions at 90/10 and some that are 100% and as a result the City's match is approximately 20% for this project. TxDOT will be taking this to the transportation commission in April.

This item will be going to Council Airport Committee (CAC) on March 26th and the City Council on April 2nd following the CAC's recommendation. Our engineer will do the design work and it will go out for bids. The approval timing may result in the parallel runway opening before the lights and coming back to close it for a month. The goal is to keep the project rolling towards the end of construction.

Member Upshaw made a motion to approve. Member Hope seconded the motion. Motion carried unanimously (4-0).

C. Receive a report, hold a discussion on the Texas Department of Transportation (TxDOT) On-Systems Loop 288 and FM 1515 projects.

Gray reports the Loop 288 project is moving forward prior to FM 1515. There is going to be a public meeting at McMath Middle School on March 28th in regards to the Loop 288 project. The City, County, and State are all working together to try to do the northbound access road first. That will give access to the West side of the Airport. The reports come out monthly and will give an idea of how these projects are moving along.

Chairman Tickner inquires how close the Loop 288 project will be to the Airport. Gray responds that it will actually come through some of the Airport property and gave a brief description of where the project will be and how much land it will include.

D. Receive a report, hold a discussion on the FAA's Part 139 Inspection.

Gray reports that the airport has not received the results from the inspection. Staff will likely take a trip to Tuscaloosa to visit their facilities where they do the same thing for the University of Alabama. This will be done to gain insight into their day to day operations. The findings will be presented to the Council within the next budget cycle.

Chairman Tickner inquired about the night inspection. Gray responds that the only issue discussed at the time was the need for repainting the markings.

E. Receive a report, hold a discussion on the Monthly Operations Report.

Gray reports operations are up almost 18%. Year to date is up 3%. The expectation is to be above 150,000 operations for the year. Fuel is down 12% for the month, and 17% overall. There is an increase in AvGas but a significant decrease in Jet A. Based aircraft will not be updated until the FAA 5010 inspection is complete. No alerts were reported for February. There was one pilot deviation, a Cessna with radio problems taxied onto Bravo without permission. There was no impact to the airport. There were a few wildlife issues with buzzards and gulls, pyros were used to mitigate.

F. Receive a report, hold a discussion on the Monthly Construction Report.

Gray reports that the Schweizer Road and Sewer Line project has been completed. The West Parallel Runway project has excavated another 120,000 cubic yards of soil to date. The South fence has been relocated. The 42" drainage pipe on the South end has been placed. Preparations to place the 30" drainage pipe on the North end has begun. The ASOS relocation is still in process, as of this morning it has been delayed another week.

Member Pookulangara inquired about what is being done with the remaining dirt. Gray responds that some will be used for fill and the remaining will be put on the other side of the road and arrangements are being made with TxDOT so that they can utilize the dirt for the freeway project.

Gray continues that the North End Gate Installation is moving forward and the contractors are currently installing the conduits. The Proximity card Access project is currently up and running. The Airport road project that Freese and Nichols is coordinating with the engineering department. It will ultimately go out to bid. The current standard will increase the cost \$1.3M, and the anticipation is to roll that cost into additional bond funds.

G. Receive a report, hold a discussion on the Council Airport Committee and/or City Council aviation-related items.

Hood reports that there are four pending items and one work session item. Airport Governance will be going to work session on April 2nd. The Mark Hicks lease agreement and collateral assignment will be going to the Council Airport Committee on March 26th and to Council on April 2nd. The 3KAM lease agreement and collateral assignment will be going to the Council Airport Committee on March 26th and to Council on April 2nd.

Gray adds that due to needing all documents signed, 3KAM will likely miss the deadline.

Chairman Tickner inquired about the status of the Greenpoint facility. Gray responds that there are several interested parties.

H. Consider possible action to modify the Airport Advisory Board Meeting Schedule.

No changes were requested. The next meeting is on April 10, 2019. Gray adds that the discussion of the schedule can be moved to concluding items, as it acts as a reminder.

4. CONCLUDING ITEMS.

Member Pookulangara inquired about the Airport Tour. Gray responds that it will take place at the April 10, 2019 meeting.

With no further business, the meeting was adjourned at 6:11 p.m.

Approved (5-0)

X 
Bob Tickner
Chairman

X 
Leanne Hood
Recording Secretary