

**DRAFT MINUTES  
AIRPORT ADVISORY BOARD  
June 5, 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, June 5, 2019 at 5:32 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, Vice Chairman Robert Ismert, Ed Ahrens, Sandra Chandler, Arun Pookulangara, Micah Hope, and Michael Upshaw.

**STAFF MEMBERS PRESENT:** Scott Gray, Airport Manager; and Chase Patterson, Airport Operations/Maintenance Supervisor.

**PUBLIC PRESENT:** Mark Taylor, Helen Biron, and Mike Beijl.

**1. PLEDGE OF ALLEGIANCE**

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

**2. PRESENTATION FROM MEMBERS OF THE PUBLIC**

Community member Helen Biron described how amateur aircrafts are built and presented her opinion on the amateur aircraft builder's usage of airport hangars per FAA clarification of hangar use policy.

**3. ITEMS FOR CONSIDERATION**

**A. Consider approval of the Airport Advisory Board Meeting Minutes of April 10, 2019.**

Member Upshaw made a motion to approve the minutes from May 8, 2019 with two typo changes. Member Chandler seconded the motion. Motion carried unanimously (7-0).

**B. Receive a report and hold a discussion on the development of the Airport Guiding Documents – Draft Rules and Regulations.**

Gray reports the Airport Guiding Documents Draft Rules and Regulations Article 1 Definitions.

Gray discusses Article 2 General Use of Airport. Section 2-6C has a provision discussing applicable fee for parking in the City operated aircraft parking areas. Additional provisions include what the airport has the ability to do if fees remain unpaid. Gray discusses the difference between 2-7 Aircraft hangars and 2-8 Aircraft T-hangars. Section 2-7, Gray states there are currently aircraft storage hangars conducting major aircraft repairs and the hangar may not be properly outfitted and in accordance with the market while also raising safety concerns as well. Section 2-10 discusses the Airport wash area, environmental factors, and responsibility. Section 2-16 aircraft maintenance, should not be conducted on the ramp. Chairman Tickner inquires if exceptions or waivers will be made if a plane cannot be put in the hanger. Gray responds that there will be cases

when an exception is made. Gray continues to discuss Article 2. Section 2-29 alteration of airport property. Tenants will need to obtain a permit in order to make any modifications to a building. Section 2-32 flying clubs, is a common and standard FAA provision.

Gray discusses Article 3 Aircraft Rules. Section 3-2 Aircraft wingspan restrictions, currently there are some runways at Denton Enterprise Airport that do not meet FAA standards for 79 foot aircraft. The areas are currently being measured and a document with specifications is being created. Section 3-4 Traffic pattern altitude, the FAA publications now indicate the 800 foot traffic pattern. Member Ismert speaks to the information seeming redundant and asks if the information will trump current FAA information provided. Gray responds that the air traffic altitude pattern for Denton Enterprise Airport was not published and although the information seems redundant, it will coincide with FAA regulations. Section 3-6 Disabled aircraft, airplanes need to be removed immediately unless there is an injury or the FAA states otherwise. Section 3-11 Aircraft engine run-ups, a few incidences have occurred that raised safety concerns.

Gray discusses Article 4 Vehicles, Pedestrians, Etc. All drivers need to have a valid license, registration, and insurance. Speed limits are 15 miles per hour on airport grounds. No vehicles are allowed to operate on the runways and taxiways unless authorized in writing. No bicycles, scooters, or miscellaneous vehicles shall be permitted due to safety precautions. Motor homes, boats, recreational vehicles, and trailers are prohibited. If a hangar is storing these types of vehicles, it is an FAA violation and the hangar is no longer being used as aircraft storage. Parking should occur in designated parking per city code. Airport security will have those that have a fence type barrier around their leasehold present a facilities security plan. This will bring their attention to security and safety concerns.

Gray finishes the presentation with Article 5 Fueling, Flammable Fluids, and Safety. Most provisions are included in the existing City Code and pertains mostly to the FBO. This includes fuel safety, storage of fuel, fueling locations, spills and removal, and fire extinguishers/prevention.

### **C. Staff Reports:**

#### **1. Monthly Operations Report – June 2019**

Patterson reports there was one Alert 3 relating to a helicopter tail striking the ground. No injuries reported. One incident occurred involving a Cherokee, left main tire was deflated. Tower was notified and a tug was able to move the aircraft. On May 22, two incidents occurred with a Med-Trans sensor going off in the aircraft. No injuries. The maintenance crew that came to do the sensor checks walked to and from the aircraft without an escort, after they had been escorted prior.

#### **2. Monthly Construction Report – June 2019**

Patterson reports the West Parallel Runway is roughly 55% complete. Gray adds that the airport will be closed at night for roughly a week in order to accommodate construction.

**3. Council Airport Committee – City Council Airport Related Items Matrix**

No comments made.

**4. CONCLUDING ITEMS.**

Chairman Tickner states the next Airport Advisory Board meeting is on July 10, 2019.

Chairman Tickner states he would like to continue getting updates on FAR 139.

With no further business, the meeting was adjourned at 6:57 p.m.

X   
Bob Tickner  
Chairman

X   
Leanne Hood  
Recording Secretary