

**DRAFT MINUTES  
AIRPORT ADVISORY BOARD  
October 09, 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, October 09, 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:** Ed Ahrens, Arun Pookulangara, Micah Hope, and Michael Upshaw.

**BOARD MEMBERS ABSENT:** Chairman Bob Tickner and Vice Chairman Robert Ismert.

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

**PUBLIC PRESENT:** Pati Haworth, Norman Biron, Brain Walker, and Michael Farlow.

**AD-HOC CHAIR NOMINATION:** Member Pookulangara made a motion to approve Member Upshaw as Ad-Hoc Chair. Member Ahrens seconded the motion. Motion carried unanimously (4-0).

**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 September 11, 2019.**

Member Ahrens made a motion to approve the minutes from September 11, 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 to authorize the City Manager, or his designee, to execute on behalf of the City of Denton and acceptance of an offer from the Texas Department of Transportation (TxDOT) relating to a grant for the Routine Airport Maintenance Program (RAMP); authorizing the City Manager to expend funds provided for in the grant programs; and declaring an effective date.**

Patterson discusses the RAMP Grant that provides a fifty percent state funded match to the local government sponsor. This is done yearly and gives the Airport up to \$100,000.00 to utilize towards

airside and landside related Airport projects. Summaries for previous fiscal years are given to demonstrate where the money has been allocated.

Member Hope asks for reimbursement clarification. Patterson responds with the reimbursement process.

Member Ahrens made a motion to approve recommendation to City Council. Member Hope seconded the motion. Motion carried unanimously (4-0).

**C. Receive a report and hold a discussion on the development and revisions of the Draft Airport Guiding Documents.**

Gray discusses changes made in the Draft Airport Guiding Documents. No changes were made to Draft Chapter 3. Changes made to Airport Rules and Regulations included definition for Amateur build aircraft, minimum time of aircraft ownership was stricken, where preventative aircraft maintenance is conducted was stricken, aircraft battery connection to charger was stricken, airport notification in regard to self-services was stricken, and clarifications were added for fire safety. Storage, Vehicle Operation, and the section regarding bicycles were clarified with further definitions. No changes were made to Airport Minimum Operating Standards.

Upshaw opens the meeting up for public input.

Norm Biron expresses his concerns about Amateur-built aircrafts Rules and Regulations. Gray responds to his concern in regard to FAA approval and fire safety. Biron states that he will get with Gray further after he fully reviews the revised documents.

**D. Staff Reports:**

**1. Monthly Operations Report – October 2019**

Patterson reports operations was up 6% resulting in being down 5% for the year. Fuel is currently down 10% for the year. There was one alert, a student pilot on a solo flight had the nose gear collapse on landing. Pilot sustained a minor head injury, was evaluated, and released by fire department. There were several incidents, one being a fuel spill. The Fire Department was dispatched, and the area was neutralized. Wildlife Management used pyros were used to mitigate geese and turkey vultures. A dog was loose and unsupervised on the ramp, the owner was contacted, and the dog was moved.

**2. Monthly Construction Report – October 2019**

Patterson reports West Parallel Runway is currently awaiting obstruction cleanup on the South end. Proximity Card Access gates have now been equipped with card readers and contractors are currently working on a wireless connection solution. Airport Roads status is unchanged.

### 3. FAR Part 139 Update – October 2019

Patterson reports the Airport is currently not able to handle the type of aircraft that UNT operates. TWU is limited in air travel needs. The Airport has attempted to contact Boutique Airlines Corporate and are still awaiting a response.

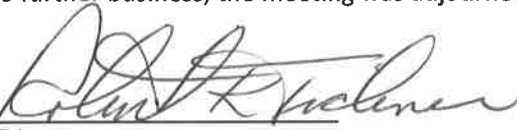
### 4. Council Airport Committee – City Council Airport Related Items Matrix – October 2019

Gray reports TxDOT RAMP Grant is moving forward to Council Airport Committee with the recommendation of the Airport Advisory Board.

### 4. CONCLUDING ITEMS.

Gray states the next Airport Advisory Board Meeting is November 13, 2019.

With no further business, the meeting was adjourned at 6:00 p.m.

X   
Bob Tickner  
Chairman

x   
Leanne Hood  
Recording Secretary