

**DRAFT MINUTES
AIRPORT ADVISORY BOARD
December 11, 2019**

After determining that a quorum was present, the Airport Advisory Board of the City of Denton, Texas convened in a regular schedule meeting on Wednesday, December 11, 2019 at 5:31 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, Arun Pookulangara, Ed Ahrens, and Lauren Upshaw.

BOARD MEMBERS ABSENT: Micah Hope.

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

PUBLIC PRESENT: Brian Walker.

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. Opportunity for Board Members to declare their interest in being an officer of the Airport Advisory Board.

Chairman Tickner expresses his interest in remaining Chair. Vice Chairman Robert Ismert expresses his interest in remaining Vice Chairman.

B. Consider approval of the Airport Advisory Board Meeting Minutes of November 13, 2019.

Member Upshaw made a motion to approve the minutes from November 13, 2019. Member Ahrens seconded the motion. Motion carried unanimously (5-0).

C. Receive a report, hold a discussion, and consider a recommendation to City Council to adopt the Draft Airport Guiding Documents.

Gray reports that there have been no additional changes made to the Draft Airport Guiding Documents. Member Upshaw made a motion to recommend presented document to City Council to adopt. Member Ahrens seconded the motion. Motion carried by majority (4-1), with Member Ismert dissenting.

D. Staff Reports:

1. Monthly Operations Report – December 2019

Patterson reports operations were down 7.3% resulting in being down 17% for the year. Fuel is currently up 3.7% for the year. There were no alerts. There was one fueling incident, a hose was inadvertently removed while fueling. The FBO cleaned up and disposed of waste in a proper manner. Wildlife management has a few incidents with birds and coyotes. Wildlife management is working with partners at other airports to remedy coyote issues. Gaps in the fence are currently being worked on to also help with Wildlife management.

2. Monthly Construction Report – December 2019

Patterson reports West Parallel Runway officially opened on November 26, 2019. A formal Grand Opening event will be taking place December 17, 2019 in the Terminal Building.

Patterson reports the Proximity Card Access gates have now been equipped with card readers. The contractors have provided a design and cost estimate for the wireless network, and equipment has been ordered.

Patterson reports Airport Roads status has been updated. Final draft plans and bid specifications have been provided to the City's Engineering Department. The Engineering Department is working to package the Airport Roads with other street projects. The Engineering Department has included the additional \$1.34 million needed to complete the project with the overall City's street funding request.

3. Federal Aviation Regulation Part 139 Update – December 2019

Patterson reports that an information staff report had been sent to City Council. The process of creating an Airport Certification Manual will begin soon. More information will be provided after a meeting with the FAA.

4. Council Airport Committee – City Council Airport Related Items Matrix – December 2019

Gray reports there is nothing new to report.

4. CONCLUDING ITEMS.

Chairman Tickner inquires about aerial shots of the Parallel Runway. Gray responds that footage is available on the new Denton Enterprise Airport website. Patterson states the next meeting will be January 8, 2019.

With no further business, the meeting was adjourned at 6:02 p.m.

X 
Bob Tickner
Chairman

x 
Leanne Hood
Recording Secretary