



# City of Denton

City Hall  
215 E. McKinney St.  
Denton, Texas 76201  
www.cityofdenton.com

## Meeting Agenda Airport Advisory Board

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Wednesday, March 20, 2024

3:00 PM

Airport Terminal Meeting Room

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### SPECIAL CALLED

After determining that a quorum is present, the Airport Advisory Board of the City of Denton, Texas will convene in a Special Called Meeting on Wednesday, March 20, 2024, at 3:00 p.m. in the Meeting Room at the Denton Enterprise Airport Terminal Building, 5000 Airport Road, Denton, Texas, at which the following items will be considered:

#### 1. PLEDGE OF ALLEGIANCE

- A. U.S. Flag
- B. Texas Flag

“Honor the Texas Flag – I pledge allegiance to thee, Texas, one state under God, one and indivisible.”

#### 2. PRESENTATIONS FROM MEMBERS OF THE PUBLIC

Citizens may complete one Request to Speak “Public Comment” card per night for the “Presentations from Members of the Public” portion of the meeting and submit it to the Airport Staff. Presentations from Members of the Public time is reserved for citizen comments regarding items not listed on the agenda. No official action can be taken on these items. Presentations from Members of the Public is limited to five speakers per meeting with each speaker allowed a maximum of three (3) minutes.

#### 3. ITEMS FOR CONSIDERATION

- A. [AAB24-009](#) Consider approval of the minutes of February 14, 2024.

Attachments:      [Exhibit 1 - Agenda Information Sheet](#)  
[Draft Minutes - February 14, 2024](#)

- B. [AAB24-010](#) Receive a report, hold a discussion, and provide recommendation to City Council regarding the approval of an Airport Land Lease Agreement between the City of Denton, Texas and Roanoke Air and Auto, Inc covering property at 904 Aeronca Lane, Denton, Texas at the Denton Enterprise Airport; authorizing the City Manager to execute the Airport Lease Agreement; and providing an effective date.

Attachments:      [Exhibit 1 - Agenda Information Sheet](#)  
[Exhibit 2 - Location Map](#)  
[Exhibit 3 - Airport Land Lease Agreement](#)

- C. [AAB24-011](#) Receive a report, hold a discussion, and recommend adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to accept on behalf of the City an offer from the Federal Aviation Administration (“FAA”), administered by the Texas Department of Transportation (“TxDOT”) relating to an

Infrastructure Investment and Jobs Act (“IIJA”) grant of \$709,779.60 for the Airport Master Plan with the City responsible for ten percent of total project costs; requiring the City to provide \$78,864.40 in contributory funds for the Airport Master Plan at the Denton Enterprise Airport with an estimated total project cost of \$788,644.00; and providing an effective date.

**Attachments:**      [Exhibit 1 - Agenda Information Sheet](#)  
[Exhibit 2 - Airport Master Plan Scope and Project Cost](#)  
[Exhibit 3 - Master Plan Schedule](#)  
[Exhibit 4 - Designation of Sponsor](#)

- D. [AAB24-013](#) Receive a report, hold a discussion, and recommend adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the approval of a second amendment to a Professional Services Agreement between the City of Denton and Coffman Associates, Inc., amending the contract approved by Purchasing on July 26, 2023, in the not-to-exceed amount of \$15,000.00; amended by Amendment 1 approved by City Council; said second amendment to provide additional objectives within the Scope of Work for the Airport Master Plan; providing for the expenditure of funds therefor; and providing an effective date (File 8133 - providing for an additional second amendment expenditure amount not-to-exceed \$788,644.00, with the total contract amount not-to-exceed \$874,894.00).

**Attachments:**      [Exhibit 1 - Agenda Information Sheet](#)

- E. [AAB24-012](#) Staff Reports:  
1. Monthly Operations Report - March 2024  
2. Monthly Construction Report - March 2024  
3. Airport Advisory Board-City Council Airport Related Items Matrix - March 2024

**Attachments:**      [Monthly Operations Report - March 2024](#)  
[Monthly Construction Report - March 2024](#)  
[Airport Advisory Board-City Council Airport Related Items Matrix - March 2024](#)

#### 4. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Airport Advisory Board or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

NOTE: The Airport Advisory Board reserves the right to adjourn into a Closed Meeting on any item on its Open Meeting agenda consistent with Chapter 551 of the Texas Government Code, as amended, or as otherwise allowed by law.

Following the completion of the Regular Meeting, the Airport Advisory Board will convene in a Work Session at which the following items will be considered:

**WORK SESSION**

- A. [AAB24-008](#) Receive a report and hold a discussion regarding an update on the Airport Fund and Airport finances.

Attachments:      [Exhibit 1 - Agenda Information Sheet](#)

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on March 15, 2024, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

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OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.