

**DRAFT MINUTES
AIRPORT ADVISORY BOARD
January 08, 2020**

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, January 8, 2020 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: Chair Bob Tickner, Vice Chair Robert Ismert, Arun Pookulangara, Ed Ahrens, Micah Hope, Ann Patterson, and Lauren Upshaw.

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

PUBLIC PRESENT: None.

1. PLEDGE OF ALLEGIANCE

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

2. PRESENTATION FROM MEMBERS OF THE PUBLIC

Chair Tickner introduces new member Ann Patterson.

3. ITEMS FOR CONSIDERATION

A. Election of a Chair and Vice Chair.

Chair Tickner moved to elect those nominated – Robert Tickner as Chair and Robert Ismert as Vice Chair. Motion carried unanimously (7-0).

B. Consider approval of the Airport Advisory Board Meeting Minutes of December 11, 2019.

Member Upshaw made a motion to approve the minutes from December 11, 2019. Member Ahrens seconded the motion. Motion carried unanimously (7-0).

C. Receive a report and hold a discussion on the FY 18-19 Preliminary Airport Financial Report.

Gray reports revenues approximately \$20,000 below anticipation due to a land development started later than expected. Fuel Flowage was at budget due to the change from a 5% wholesale cost to a flat fee of \$0.14 per gallon. Expenditures were \$126,000 below budget. Gas Well revenues were \$24,000 below budget, due to diminishing resources. The fiscal year was anticipated to have an operating loss of \$195,000, however, the decrease in expenditures resulted in a \$93,000 operating income. The Airport's Working Capital increased by \$364,199.

D. Staff Reports:

1. Monthly Operations Report – January 2020

Patterson reports operations were down 1.4% from last year resulting in being down 6.8% for the year. Fuel is currently down 6.6% for the year. There were no alerts. The Incident Report reflects several flats, all were towed or repaired, no injuries reported. On December 2, 2019, Maintenance in hangar led to the engine firing, causing the plane to run away inside the hangar. No injuries were reported. Only damage was to the inner wall of the hangar, and to the left wing of the plane. On December 14, 2019, a student had a break issue. Maintenance checked the plane but could not find cause, the aircraft was towed back to maintenance. On December 23, 2019, a student pilot lost radio communication. Ops personnel made direct contact with the pilot and escorted him back to the south academy ramp without further incident. Wildlife management had a few incidents with coyotes and one with a Red-tailed Hawk, pyros were used to mitigate.

2. Monthly Construction Report – January 2020

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

Patterson reports the Proximity Card Access status is unchanged. 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 has come up with a plan to get a majority of the work done within the \$1.3 million budget by utilizing existing city contracts. The project is set to go out for bid later this month.


3. Council Airport Committee – City Council Airport Related Items Matrix – January 2020

Gray reports the Airport Guiding Documents will be going to Council Airport Committee on January 28, 2020. The item is expected to move to City Council in February.

4. CONCLUDING ITEMS.

Chair Tickner gives Member Patterson an opportunity to share her work history. Chair Tickner informs the Board that the next meeting will be February 12, 2020.

With no further business, the meeting was adjourned at 6:32 p.m.

X 
Bob Tickner
Chairman

X 

Leanne Hood
Recording Secretary