

**MINUTES
AIRPORT ADVISORY BOARD
March 11, 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, March 11, 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, Arun Pookulangara, Ed Ahrens, Micah Hope, Ann Patterson, and Lauren Upshaw.

AIRPORT ADVISORY BOARD ABSENT: Vice Chair Robert Ismert.

STAFF MEMBERS PRESENT: Scott Gray, Airport Manager, Chase Patterson, Airport Operations/Maintenance Supervisor, and Leanne Hood, Administrative Assistant and acting Recording Secretary.

PUBLIC PRESENT: Damon Ward.

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 minutes of February 12, 2020.

Hood issues an attendance correction to the presented meeting minutes for February 12, 2020.

Member Upshaw made a motion to approve the minutes from February 12, 2020. Member Hope seconded the motion. Motion carried unanimously (6-0).

B. Receive a report, hold a discussion, and provide staff direction on Airport Rule and Regulations Section 5-11. Fuel storage tanks.

Patterson presents the Ordinance for conducting self-fueling. Med Trans reached out to staff regarding the ability to conduct self-fueling using a 1,500 gallon, Jet-A skid fuel tank. The current Ordinance precluded the request, resulting in Med Trans asking for an exemption. Staff contacted the Federal Aviation Administration (FAA) regarding the ability to provide such an exemption. The FAA indicated that providing an exception would create a grant fund assurance violation and explained that the current Ordinance was problematic, primarily due to the arbitrary gallons

requirement. The FAA recommended appealing the Ordinance and revising the Airport Rules and Regulations to more adequately address self-fueling.

Patterson discusses the proposed revisions to the Airport Rules and Regulations, Section 5-11 as provided in Chapter 3 – Article II. FAA Regulations are clear that self-fueling must be allowed. Other area airports typically require a 10,000-gallon tank and some do permit fuel trucks.

Chair Tickner inquires if there has been any feedback. Gray responds that this is not currently brought forth as an action item and given the board feedback, staff will reach out to the FBO for additional feedback.

Gray gives the timeline and process of how the revision will go from Airport Advisory board, to Council Airport Committee, and lastly, City Council.

C. Staff Reports

1. Monthly Operations Report – March 2020

Patterson reports operations were up just over 2,000 from February of last year, and IFR Itinerant is down 9.3%. AvGas is down 25% resulting in fuel behind down 8.1% overall from January 2019.

Patterson reports there were no alerts.

Patterson reports there were two incidents. On February 10, 2020, a semi-truck got stuck in the grass at Spartan and Skylane trying to turn around. The second incident occurred on February 25, 2020, A pilot reported a bad gear indication, but upon approach was informed that the gear appeared to be down. The aircraft landed safely without incident.

Patterson reports Wildlife Management had two incidents with birds, pyros were used to mitigate.

2. Monthly Construction Report – March 2020

Patterson reports West Parallel Runway Lighting project has been put out for bid by TxDOT with bids due on March 4, 2020. Anticipated construction will begin in late April or early May. Gray adds that the bid will include signage.

Patterson reports the Proximity Card Access Gates have all been equipped with readers and are actively being used by tenants. The equipment was delivered on March 10, 2020, and the project is expected to be completed within 30 days. There have been no complaints to date with the 40-50 cards that have been issued to tenants.

Patterson reports Airport Roads construction bid has been awarded and the project is expected to start in April.

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

Hood reports there are five pending items. A lease assignment from Tony Riley to Jim Huff will go to Council Airport Committee on March 24, 2020 and City Council on April 7, 2020. Sykes-Vaughan has four pending Collateral Assignments for 4700 Spartan, 4849 Spartan, 4850 Spartan, and 5007 Airport Rd. The Collateral Assignments were approved at Council Airport Committee (3-0) on February 25, 2020 and they will be going to City Council on March 17, 2020.

4. Solid Waste Report – March 2020

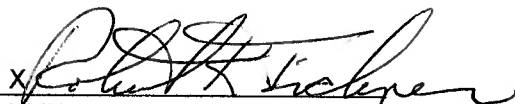
Patterson reports the Airport has been working on a solid waste solution for tenants and business owners. Solid waste came out to monitor the trash for usage and staff has been discussing the best way to handle the trash cans going forward. There are currently several shared trash locations and the Airport pays approximately \$12,000 a year for those shared dumpsters. A shared facilities fee was proposed in 2005 but failed to move forward. The details of the options and possible fees will be brought back in a future Airport Advisory Board meeting. Gray adds that creative ideas and/or fee structures have been discussed and the Denton Downtown Square on demand trash pick-up was used an example of getting creative for an adequate solution.

4. CONCLUDING ITEMS.

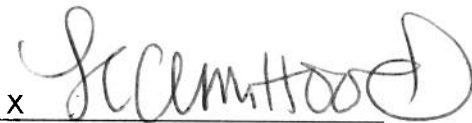
Chair Tickner informs the Board that the next meeting will be April 8, 2020. Gray informs the board that he and Patterson will be out due to a conference. Gray suggests April 15, 2020. The board agrees. The next meeting will be April 15, 2020.

Chair Tickner requests a tour for the April 15, 2020, Airport Advisory Board meeting and asks if members of the public may attend the tour. Gray responds he will ask Risk Management if there is a liability issue.

With no further business, the meeting was adjourned at 6:14 p.m.

X 

Bob Tickner
Chairman

X 

Leanne Hood
Recording Secretary