MINUTES
AIRPORT ADVISORY BOARD
August 14, 2024

After determining that a quorum was present, the Airport Advisory Board of the City of Denton, Texas convened in a Regular Meeting on Wednesday, August 14, 2024, at 3:00 p.m. in the Meeting Room at the Denton Enterprise Airport Terminal Building, 5000 Airport Road, Denton, Texas.

PRESENT: Vice Chair Rick Woolfolk, Members Ed Ahrens, David Smith, Ann Patterson, and Brownie Stonecipher.

ABSENT: Chair Robert Tickner and Member Davis Bird.

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 minutes of June 12, 2024. (AAB24-025)

Member Smith moved to approve the item as presented. Member Ahrens seconded the motion. Motion carried.

AYES (5): Vice Chair Woolfolk, Members Ahrens, Smith, Patterson, and Stonecipher
NAYS (0): NONE
ABSENT (2): Chair Tickner and Member Bird

B. Receive a report, hold a discussion, and provide recommendation to City Council regarding the approval of a Second Amendment to Airport Lease for GKY Holdings 1, LLC covering property at 4858 Lockheed Lane, Denton, Texas at the Denton Enterprise Airport; amending the existing airport lease; authorizing the City Manager to execute the Second Amendment of Airport Lease; and providing an effective date. (AAB24-028)

Member Ahrens moved to approve the item as presented. Member Smith seconded the motion. Motion carried.

AYES (5): Vice Chair Woolfolk, Members Ahrens, Smith, Patterson, and Stonecipher
NAYS (0): NONE
ABSENT (2): Chair Tickner and Member Bird

4. WORK SESSION

A. Receive a report and hold a discussion regarding an overview of the operations of Sheltair Denton Jet Center, LLC, the Fixed Based Operator at Denton Enterprise Airport. (AAB24-030)

The item was presented by the Fixed Based Operator Manager, James Tucker, and discussion followed. There was no direction provided as the items were for presentation/discussion purposes only.

B. Receive a report and hold a discussion regarding the Denton Enterprise Airport Hangar waitlist Guidelines. (AAB24-026)

The item was presented by Airport staff member Leanne Alexander, and discussion followed. There was no direction provided as the items were for presentation/discussion purposes only.

C. Receive a report, hold a discussion, and give staff direction regarding components of a draft leasing policy. (AAB24-027)

The item was presented by Director Ryan Adams, and discussion followed. The item will be formally presented at the September 11, 2024, Airport Advisory Board meeting.

D. Staff Reports: (AAB24-029)

1. **Monthly Operations Report – August 2024**
2. **Monthly Construction Report – August 2024**
3. **Administrative Update – August 2024**
4. **Airport Advisory Board-City Council Airport Related Items Matrix – August 2024**

The items were presented, and discussion followed. There was no direction provided as the items were for presentation/discussion purposes only.

5. CONCLUDING ITEMS

The next scheduled Airport Advisory Board meeting is September 11, 2024, at 3:00 p.m.

With no further business, the meeting was adjourned at 3:54 p.m.

X _____
Bob Tickner
Chairman

X _____
Leanne Alexander
Recording Secretary

MINUTES APPROVED ON: 09/11/2024