



# City of Denton

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

## Meeting Agenda Airport Advisory Board

Wednesday, January 8, 2025

3:00 PM

Airport Terminal Meeting Room

After determining that a quorum is present, the Airport Advisory Board of the City of Denton, Texas will convene in a Regular Meeting on Wednesday, January 8, 2025, 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. [AAB24-050](#) Consider approval of the minutes of December 11, 2024.

Attachments:      [Exhibit 1 - Agenda Information Sheet](#)  
                                 [Exhibit 2 - Draft Minutes – December 11, 2024](#)

- B. [AAB24-049](#) Receive a report, hold a discussion, and provide recommendation to City Council regarding the approval of an Assignment of Airport Lease from Wayne and Maribeth Yarbrough to DSR-Cherokee 180, LLC covering property at 918 Aeronca Lane, Denton, Texas at the Denton Enterprise Airport; authorizing the City Manager to execute the Assignment of Airport Lease; and providing an effective date.

Attachments:      [Exhibit 1 - Agenda Information Sheet](#)  
                                 [Exhibit 2 - Location Map](#)  
                                 [Exhibit 3 - Consent to Lease Assignment](#)

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:

### **4. WORK SESSION**

- A. [AAB24-051](#) Staff Reports:
  - 1. Monthly Operations Report - January 2025

2. Airport Advisory Board-City Council Airport Related Items Matrix - January 2025

Attachments: [Monthly Operations Report - January 2025](#)  
[Airport Advisory Board-City Council Airport Related Items Matrix - January 2025](#)

## **5. 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.

### 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 January 3, 2025, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

\_\_\_\_\_  
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.



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## Legislation Text

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**File #:** AAB24-050, **Version:** 1

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### **AGENDA CAPTION**

Consider approval of the minutes of December 11, 2024.



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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Denton Enterprise Airport

**ACM:** Frank Dixon

**DATE:** January 8, 2025

### **SUBJECT**

Consider approval of the minutes of December 11, 2024.

### **BACKGROUND**

The draft minutes from the Airport Advisory Board meeting of December 11, 2024, are attached for the Board's consideration and approval.

### **EXHIBITS**

1. Agenda Information Sheet
2. Draft Minutes – December 11, 2024

Respectfully submitted:  
Leanne Alexander, A.C.E.  
Airport Analyst

**MINUTES**  
**AIRPORT ADVISORY BOARD**  
**December 11, 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, December 11, 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, Ann Patterson, David Smith, Davis Bird, and Brownie Stonecipher.

**ABSENT:** Chair Robert Tickner.

**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 November 13, 2024. (AAB24-046)**

The item was presented, and discussion followed.

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

AYES (6): Vice Chair Woolfolk, and Members Ahrens, Patterson, Smith, Davis, and Stonecipher

NAYS (0): NONE

ABSENT (1): Chair Tickner

**B. Receive a report, hold a discussion, and provide recommendation to City Council regarding Airport Rates and Fees. (AAB24-047)**

The item was presented, and discussion followed.

The public hearing was opened, and citizen comments received are noted on Exhibit A.

Vice Chair Woolfolk presented a document to all board members and staff with his comments on fees and self-sufficiency of operation's at Denton Enterprise Airport.

Member Stonecipher moved to approve the item as presented. Member Davis seconded the motion. Motion carried.

AYES (6): Vice Chair Woolfolk, and Members Ahrens, Patterson, Smith, Davis, and Stonecipher  
NAYS (0): NONE  
ABSENT (1): Chair Tickner

**4. WORK SESSION**

**A. Staff Reports: (AAB24-048)**

- 1. Monthly Operations Report – December 2024**
- 2. Administrative Update – December 2024**
- 3. Airport Advisory Board-City Council Airport Related Items Matrix – December 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 January 8, 2024, at 3:00 p.m.

With no further business, the meeting was adjourned at 4:00 p.m.

X

Bob Tickner  
Chairman

X

Leanne Alexander  
Recording Secretary

MINUTES APPROVED ON: \_\_\_\_\_



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## Legislation Text

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**File #: AAB24-049, Version: 1**

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### **AGENDA CAPTION**

Receive a report, hold a discussion, and provide recommendation to City Council regarding the approval of an Assignment of Airport Lease from Wayne and Maribeth Yarbrough to DSR-Cherokee 180, LLC covering property at 918 Aeronca Lane, Denton, Texas at the Denton Enterprise Airport; authorizing the City Manager to execute the Assignment of Airport Lease; and providing an effective date.



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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Airport

**ACM:** Frank Dixon

**DATE:** January 8, 2025

### **SUBJECT**

Receive a report, hold a discussion, and provide recommendation to City Council regarding the approval of an Assignment of Airport Lease from Wayne and Maribeth Yarbrough to DSR-Cherokee 180, LLC covering property at 918 Aeronca Lane, Denton, Texas at the Denton Enterprise Airport; authorizing the City Manager to execute the Assignment of Airport Lease; and providing an effective date.

### **BACKGROUND**

The 918 Aeronca Lane lease agreement, a 31-year term commencing December 6, 1994, and expiring April 30, 2025, will revert to the City upon expiration. The City will subsequently lease the 6,080 square foot hangar on the .439-acre parcel at Fair Market Value.

DSR-Cherokee 180, LLC, current tenant of the City, seeks to acquire the hangar to accommodate additional aircraft for its flight school program. The proposed assignment will not involve any renegotiation of lease terms or conditions.

### **RECOMMENDATION**

Airport Staff recommends approval of the Consent to Lease Assignment (**Exhibit 4**)

### **PRIOR ACTION/REVIEW (Council, Boards, Commissions)**

Council approved the lease agreement on December 6, 1994, Ordinance 94-231.

Council approved a lease assignment on April 1, 1997, Resolution R97-015.

Council approved the first amendment on May 1, 1997, Ordinance 97-131.

Council approved a lease assignment on August 15, 2023, Ordinance 23-1312

### **FISCAL INFORMATION**

This property lease is for .439 acres of land for a current annual lease rate of \$2,932.50. The land lease will expire April 30, 2025, and revert to the Airport May 1, 2025.

A transfer fee of \$1000 has been received from Assignee.



**EXHIBITS**

1. Agenda Information Sheet
2. Location Map
3. Consent to Lease Assignment

Respectfully submitted:  
Ryan Adams  
Airport Director




# Location Map

918 Aeronca Lane

Assignor: Wayne and Maribeth Yarbrough  
Assignee: DSR-Cherokee 180, LLC

## Legend

 DSR-Cherokee 180, LLC

Google Earth

Image © 2024 Airbus

400 ft



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**ASSIGNMENT OF AIRPORT LEASE  
DENTON ENTERPRISE AIRPORT**

DATE: \_\_\_\_\_, 2025

ASSIGNOR: Wayne and Maribeth Yarbrough

ASSIGNEE: DSR-Cherokee 180, LLC

LANDLORD: City of Denton, a Texas home-rule municipal corporation

LEASE: December 6, 1994, Lease Agreement, Ordinance 94-231  
April 1, 1997, Lease Assignment, Resolution R97-015  
May 1, 1997, Lease Amendment, Ordinance 97-131  
August 14, 2007, Quitclaim Deed between Dwayne Hatcher and David W.  
Austin, Instrument Number 2007-99232  
August 15, 2023, Lease Assignment, Ordinance 23-1312

PREMISES: 0.439-acre parcel, along with certain leasehold improvements, located at 918  
Aeronca Lane, Denton, TX, Denton Enterprise Airport, all as described in the  
Lease

Assignor assigns to Assignee its interest in the Lease.

A. Assignee agrees to:

1. Assume Tenant's obligations under the Lease.
2. Accept the Premises in their present "as is" condition.
3. Complete all obligations of transfer and purchase from Assignor prior to this Assignment of Airport Lease becoming effective.

B. Landlord consents to this Assignment of Airport Lease:

1. Landlord agrees that following assignment, it shall look solely to Assignee for fulfillment of the Lease obligations.

C. Assignor agrees that:

1. Assignor confirms that the Lease with respect to the Premises is to be transferred to DSR-Cherokee 180, LLC.
2. On or before the date of this Assignment of Airport Lease, Assignor will pay or will cause the Assignee to pay to Landlord a \$1,000 transfer fee.

[Signatures on following pages]

Assignor:  
Wayne and Maribeth Yarbrough

DocuSigned by:  
*Wayne Yarbrough*  
7D3DA8535A35489...  
Wayne Yarbrough

DocuSigned by:  
*Maribeth Yarbrough*  
750DE1E1021A4D0...  
Maribeth Yarbrough

Assignee:  
DSR-Cherokee 180, LLC

DocuSigned by:  
*Sherman Gardner*  
3FB693B3A636470...  
Sherman Gardner, Managing Partner

Consent:  
Landlord:  
City of Denton

\_\_\_\_\_  
Sara Hensley, City Manager

Approved as to Legal Form

DocuSigned by:  
*Marcella Lunn*  
4B070831B4AA438...  
Mack Reinwand, City Attorney

ATTEST:

\_\_\_\_\_  
Lauren Thoden, City Secretary



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## Legislation Text

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**File #: AAB24-051, Version: 1**

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### **AGENDA CAPTION**

Staff Reports:

1. Monthly Operations Report - January 2025
2. Airport Advisory Board-City Council Airport Related Items Matrix - January 2025

## MONTHLY OPERATIONS REPORT

### January 2025

The following tables provide details on operations, fueling, based aircraft, alerts, incidents, and wildlife management efforts. Historical Airport Operations, **Exhibit 1**, and Historical Fuel Flowage, **Exhibit 2**, provide airport historical operations and fuel flowage data from 2014-2024.

<b>OPERATIONS (Calendar Year)</b>						
<b>Operation Type</b>	<b>Nov-23</b>	<b>Nov-24</b>	<b>% Change</b>	<b>2023 YTD</b>	<b>2024 YTD</b>	<b>% Change</b>
IFR Itinerant	960	1,023	6.6%	8,639	11,084	28.3%
VFR Itinerant	7,536	8,465	12.3%	76,924	96,464	25.4%
Local	10,364	9,426	-9.1%	108,660	99,785	-8.2%
<b>Total</b>	<b>18,860</b>	<b>18,914</b>	<b>0.3%</b>	<b>194,223</b>	<b>207,333</b>	<b>6.7%</b>
<b>FUELING (Fiscal Year)</b>						
<b>Type</b>	<b>Nov-23</b>	<b>Nov-24</b>	<b>% Change</b>	<b>2023 YTD</b>	<b>2024 YTD</b>	<b>% Change</b>
AvGas	42,283	48,964	15.8%	84,358	112,186	33.0%
Jet A	102,797	87,329	-15.0%	213,566	166,000	-22.3%
<b>Total</b>	<b>145,080</b>	<b>136,293</b>	<b>-6.1%</b>	<b>297,924</b>	<b>278,186</b>	<b>-6.6%</b>

*NOTE: Due to agenda-related deadlines, figures for the prior month will be available at the next Airport Advisory Board meeting.*

Monthly Operations Report  
January 2025  
Page 2

<b>ALERTS</b>		
<b>Date</b>	<b>Type</b>	<b>Description</b>
11/13/2024	Alert III	A Cessna 172 touched down on RWY 36R, and veered to the left, eventually rolling off the west edge of the runway pavement. The aircraft broke several pieces of temporary irrigation, eventually striking its prop before coming to rest in the mud.

<b>INCIDENTS</b>	
<b>Date</b>	<b>Description</b>
N/A	

<b>Airport Advisory Board/City Council Airport Related Items</b>				
<b>**Council Airport Committee – Dissolved 09/28/2021</b>				
<b>***Legal Review</b>				
<b>Description</b>	<b>Airport Advisory Board</b>		<b>City Council</b>	
	<b>Date</b>	<b>Action</b>	<b>Date</b>	<b>Action</b>
<b>Pending Items</b>				
Airport Rates and Fees	12/11/2024	Pending	01/14/2025	Work Session
Wayne and Maribeth Yarbrough – Lease Assignment	01/08/2025	Pending	01/14/2025	Pending
Airport Land Lease – Construction Timelines	Pending	Pending	Pending	Pending
Chapter 3 Amendment	Pending	Pending	Pending	Pending
GKY Holdings 1, LLC – Lease Agreement (7B/Tract 2)	Pending	Pending	Pending	Pending
<b>Completed Items with Airport Advisory Board and City Council</b>				
HC Commercial – Lease Agreement – Site 10	11/13/2024	Approved 5-0	11/19/2024	Approved 7-0
First Financial Resources – Lease Assignment	11/13/2024	Approved 5-0	11/19/2024	Approved 7-0
Airport Leasing and Development Policy	09/11/2024	Approved 6-0	10/15/2024	Approved 7-0
US Trinity Aviation, LLC – Lease Agreement – Site 9	10/09/2024	Approved 7-0	10/15/2024	Approved 7-0
GKY Holdings 1, LLC – Lease Amendment	08/14/2024	Approved 5-0	09/17/2024	Approved 7-0
Airport Master Plan	03/20/2024	Approved 5-0	04/02/2024	Approved 7-0
Airport Financial Update	03/20/2024	Work Session	N/A	N/A
Roanoke Air and Auto, Inc – Lease Agreement	03/20/2024	Approved 5-0	04/02/2024	Approved 7-0
Hangar 10 Flying Museum – Lease Assignment	02/14/2024	Approved 6-0	02/20/2024	Approved 7-0
GKY Holdings 1, LLC – Lease Amendment	12/06/2023	Approved 4-0	12/12/2023	Approved 6-0
Financial Analysis	12/06/2023	Approved 4-0	12/12/2023	Approved 6-0
Nebrig Properties, LP – Lease Assignment	12/06/2023	Approved 4-0	12/12/2023	Approved 6-0
TxDOT – Primary Runway Reconstruction Project	10/11/2023	Approved 4-0	10/24/2023	Approved 6-0
Victory Aviation Supplies, LLC – Consent to Subsublease	09/13/2023	Approved 4-0	09/26/2023	Approved 7-0
Ronald J. Gowan – Lease Assignment	09/13/2023	Approved 4-0	09/26/2023	Approved 7-0
Petersen Hangars, LLC – Lease Assignment	09/13/2023	Approved 4-0	09/26/2023	Approved 7-0



<b>Airport Advisory Board/City Council Airport Related Items</b>				
<b>**Council Airport Committee – Dissolved 09/28/2021</b>				
<b>***Legal Review</b>				
<b>Description</b>	<b>Airport Advisory Board</b>		<b>City Council</b>	
	<b>Date</b>	<b>Action</b>	<b>Date</b>	<b>Action</b>
Dave Austin – Lease Assignment	08/09/2023	Approved 5-0	08/15/2023	Approved 7-0
DTO 4858, LLC – Lease Assignment	08/09/2023	Approved 5-0	08/15/2023	Approved 7-0
US Trinity – Lease Assignment	02/23/2023	Approved 4-0	03/07/2023	Approved 6-0
TxDOT – Runway Rehabilitation Project	12/14/2022	Approved 7-0	1/10/2023	Approved 5-0
THP Air, LLC – Lease Amendment	12/14/2022	Approved 7-0	1/10/2023	Approved 5-0
Sykes-Vaughan Investments, LLC – Lease Assignment x 6	11/9/2022	Approved 6-0	12/15/2022	Approved 7-0
Airport Rates and Fees Schedule	9/14/2022	Approved 5-0	9/27/2022	Approved 7-0

**ASSIGNMENT OF AIRPORT LEASE  
DENTON ENTERPRISE AIRPORT**

DATE: \_\_\_\_\_, 2025

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ASSIGNEE: DSR-Cherokee 180, LLC

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*Maribeth Yarbrough*  
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Maribeth Yarbrough

Assignee:  
DSR-Cherokee 180, LLC

DocuSigned by:  
*Sherman Gardner*  
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Sherman Gardner, Managing Partner

Consent:  
Landlord:  
City of Denton

\_\_\_\_\_  
Sara Hensley, City Manager

Approved as to Legal Form

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*Marcella Lunn*  
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Mack Reinwand, City Attorney

ATTEST:

\_\_\_\_\_  
Lauren Thoden, City Secretary