



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Denton Enterprise Airport

ACM: Frank Dixon

DATE: June 10, 2026

SUBJECT

Receive a report, hold a discussion, and provide a recommendation to the Denton City Council regarding an update of the Airport Leasing and Development Policy.

BACKGROUND

As a recipient of Federal Aviation Administration (“FAA”) Airport Improvement Program funding, in addition to other federal funding, the City of Denton (“City”) is obligated to operate Denton Enterprise Airport (“Airport”) under FAA Grant Assurances. Among these federal obligations is the requirement to operate the Airport for the use and benefit of the public and for the Airport to be made available to all types, kinds, and classes of aeronautical activity on reasonable terms and without unjust discrimination.

These Grant Assurances further obligate the City to maintain a fee and rental structure for the facilities and services at the airport, making the Airport as self-sustaining as possible under existing circumstances and avoiding unjust economic discrimination within classes of users.

The Airport Leasing and Development Policy (“Policy”), adopted on Oct. 15, 2024, sets forth the parameters that shall be used by the City for leasing land and/or improvements for commercial or non-commercial general aviation purposes at the Airport.

When the policy was discussed by the Airport Advisory Board in September 2024, staff committed to holding a subsequent discussion with the board to provide an update on the policy and recommend any modifications, if applicable. In January 2026, the Airport Advisory Board reviewed the policy with Airport staff and provided feedback on potential modifications.

The following updates to the policy were presented to the Airport Advisory Board on May 13, 2026:

All Articles

- Minor grammatical corrections and clarifications

Article I

- New provision granting the ability of the Director to modify the Policy in certain cases. This language is consistent with similar language in the Airport Rules and Regulations (approved in October 2025) and the Airport Minimum Operating Standards.

Article II

- An Airport Pre-Leasing Application Meeting (PLAM) is required for prospective applicants.
- Establishes the documents that must be provided at the PLAM, including a site plan.
- Clarifies criteria for lease application approval:
 - Airport application approval (i.e., conformance with Principal Development Criteria);
 - Participation by the applicant in a Development Services Pre-Application Conference; and
 - Payment of the applicable fee.
- Establishes that if two or more applications are received for a property prior to any one application being approved, the Airport will initiate a Request for Proposals process.
- Establishes that if the application is incomplete/rejected, the applicant may reapply within 90 days with no additional fee.
- Extends the exclusive negotiating period for Airport leases extended by 60 days (to a total of 180 days).
- Establishes that the applicant is responsible for acquiring an updated appraisal for the subject site.
- Removes criteria required in order to consider a competitive process (in conflict with other provisions).

Article III

- Establishes a requirement that all leases include building permit and construction completion deadlines.
- Clarifies requirements for subleasing.
- Clarifies that a licensed commercial building inspector shall perform a condition assessment required under the lease.

Articles VI and V

- No substantive changes

The Board gave staff direction to schedule the Board's consideration of a recommendation regarding the policy to the City Council.

OPTIONS

n/a

RECOMMENDATION

Staff recommends that the updated Policy be recommended to the City Council for approval.

ESTIMATED SCHEDULE OF PROJECT

Staff anticipates any additional policy revisions and the formal recommendation of the updated policy to be reviewed by the AAB in June

PRIOR ACTION/REVIEW (Council, Boards, Commissions)

May 13, 2026:	AAB Work Session
Jan. 14, 2026:	AAB Work Session
Oct. 15, 2024:	City Council Approval of Airport Leasing and Development Policy
Sept. 11, 2024:	AAB Recommendation of Airport Leasing and Development Policy
May 8, 2024:	AAB Work Session
June 12, 2024:	AAB Work Session
Aug. 14, 2024:	Airport Advisory Board Work Session

EXHIBITS

1. Agenda Information Sheet
2. Presentation
3. Draft Airport Leasing and Development Policy (redline)
4. Draft Airport Leasing and Development Policy (clean)

Respectfully submitted:
Ryan Adams, C.M.
Director of Airport