



**NOTICE OF AGENDA
GRANITE SHOALS AIRPORT ADVISORY COMMITTEE
REGULAR MEETING**

THURSDAY, MAY 14, 2026 AT 3:00 PM

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

AGENDA

1. Call to Order/ Roll Call/ Welcome

Acknowledge and accept the resignations from Al Satterfield and Jeff Kahl.

2. Citizen Comments

3. Consent Agenda

3.a. Discuss and consider approval of meeting minutes from April 2, 2026.

4. Discussion Items and Updates

4.a. Ground lease/hanger progress review.

4.b. Discuss and review:

1. Remote control aircraft show at the airport
2. Kite Day debrief
3. Granite Fest debrief
4. Eagle Scout Project

5. Action Items

5.a. Discuss, consider, and take appropriate action to appoint a committee vice chair and secretary.

5.b. Discuss, consider, and take appropriate action regarding an Aviation Career Day at MFHS.

5.c. Discuss, consider, and take appropriate action regarding approval to allocate committee funds to pay for AOB assembly.

5.d. Discuss, consider, and take appropriate action regarding the electrical, plumbing, and sewer phases inside the AOB.

5.e. Discuss, consider, and take appropriate action regarding Tie Down advertising and visual improvements.

5.f. Discuss, consider, and take appropriate action regarding material replacement and/or

enhancement around the helipad due to erosion around the edges causing mower blade strikes on the pad.

- 5.g. Discuss, consider, and take appropriate action regarding meeting frequency of the Airport Committee.

6. Future Agenda Items

7. Adjournment

CERTIFICATION

IT IS HEREBY CERTIFIED that the foregoing agenda has been posted on both the indoor bulletin board and outdoor notice board of Granite Shoals City Hall on or before the 14th day of Maay 2026. Requests for accommodations or interpretive services must be made 8 hours prior to this meeting. Please contact the City Secretary at (830) 598-2424 for further information.

Dawn Wright, City Secretary



**This Notice and Meeting Agenda, and the Agenda Packet, are posted online
at www.graniteshoals.org**



**NOTICE OF AGENDA
GRANITE SHOALS AIRPORT ADVISORY COMMITTEE
REGULAR MEETING**

THURSDAY, APRIL 2, 2026 AT 3:00 PM

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

MINUTES

1. Call to Order/ Roll Call/ Welcome

The meeting was called to order at 3:00 PM.

Moved by Al Satterfield; seconded by Clive Jackson to excuse the absence of Jeff Kahl, Amaris Ochoa, and Catherine Bell.

Motion Passed: 5 - 0

Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek, Mark Fessler

2. Citizen Comments

No citizen comments.

3. Consent Agenda

3.a. Discuss and consider approval of meeting minutes from March 5, 2026.

Moved by Mark Fessler; seconded by Al Satterfield to accept the meeting minutes from March 5, 2026.

Motion Passed: 5 - 0

Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek, Mark Fessler

4. Report on Previous Business

4.a. Updates:

1. Airport operations building
2. Kite Day
3. Eagle Scout project
4. Fuel tank options
5. Hangar leasing
6. Aviation Career Day planning

Airport Operations Building Status:

~Building materials are ready at the site.

Kite Day (Third Annual Event)

Date/Time: April 18, 2026, 10:00 AM – 2:00 PM (request for NOTAM from 9:30 to 2:30)

Promotion:

The article forthcoming in the Daily Tribune, also promoted:

~City website

~City Facebook page

~Citizens Residential (NextDoor)

~Using last year's promotional artwork with updated info.

Event Logistics:

The runway will be closed for the event (NOTAM will be posted, as commented for public clarity).

Extra kites for sale; no one turned away if unable to pay (underwriting and donation by Al Satterfield).

Cotton candy and possibly snow cones.

Committee Acknowledgment: Appreciation for Al Satterfield's continued efforts organizing and underwriting Kite Day.

5. Action Items

5.a. Discuss, consider, and take appropriate action to schedule a workshop date to discuss the Airport Comprehensive Study Plan.

- The committee discussed a previous proposal to schedule a workshop for long-term airport vision.
- Two members are now on the City's comprehensive planning committee, working with City consultants.
- They will raise airport issues in this context; no need to schedule separate workshop at this time.
- No action taken.

5.b. Discuss, consider, and take appropriate action to finalize an updated NOTAM Authorization Form to submit to the City Secretary.

Moved by Mark Fessler; seconded by Clive Jackson to appoint Clive Jackson as NOTAM Manager, Robin Ruff as second, and Dawn Wright, City Secretary, as tertiary.

Motion Passed: 5 - 0

Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek, Mark Fessler

6. Future Agenda Items

Al Satterfield submitted a written notice, retiring from the committee effective after the May 2026 meeting.

Future Agenda Items:

- Airport operations building contractor decision
- Eagle Scout project determination/status
- Kite Day review & recap
- Aviation career day update
- Tie down advertising/marketing plan
- Ground lease update and action planning
- Status/plan for airport riding mower
- Meeting frequency discussion and decision
- Board membership requirement (ordinance modification for non-residents/aviators)
- Granite Fest booth/participation

7. Adjournment

With no further business or discussion, the meeting was adjourned at 3:43 PM.

CERTIFICATION

I hereby certify that the above minutes are true and correct from the Airport Advisory Committee meeting of April 2, 2026.

Robin Ruff - Chair _____

Meeting minutes may be prepared using audio recordings, transcription software, or other administrative tools. Draft minutes are reviewed by staff and approved by the governing body before becoming the official record.