NOTICE OF AGENDA
GRANITE SHOALS AIRPORT ADVISORY COMMITTEE
REGULAR MEETING

THURSDAY, MAY 15, 2025 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

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MINUTES

1. Call to Order/ Roll Call/ Welcome

- Moved by Al Satterfield; seconded by Clive Jackson to excuse the absences of Landon Farris and Jeff Kahl.
- Motion Passed: 4 - 0
- Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek
- Voting Against: None

2. Citizen Comments

None

3. Consent Agenda

3.a. Discuss and consider approval of meeting minutes from April 9, 2025.

- Moved by Al Satterfield; seconded by Steve Zbranek to Approve meeting minutes from April9, 2025..
- Motion Passed: 4 - 0
- Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek
- Voting Against: None

4. Report on Previous Business

4.a. Updates on Assignments:
Clive-
1. Check with Ken Rowland for the proper runway number size specifications.
2. Research fuel vendor requirements and identify potential vendors.
3. MOA agreement.
Landon-
1. Contact the Boy Scout troop to get multiple date options for the Aviation Merit Badge event.
Steve-

1. Meet with Greg at Cuplan to discuss legal descriptions of hangar pad sites.
Al-
1. Install power and internet connections for airport cameras.
Robin-
1. Pursue rezoning the west side of the airport from manufactured housing to R1.
2. Meet with Barry Sylvester to discuss rezoning of the west side of the airport.
All Committee Members-
1. Complete Boy Scout youth protection training online.
2. Help recruit new committee members.

Notes from Assignment updates~

1. Runway Number Project finalized: 12 ft tall by 4 ft wide numbers, cost estimated at $25 per plywood sheet (4 sheets needed). Discussion on using white Portland cement for painting or staining if available.
2. Fuel Vendor & Refueling Tanks: No fuel vendors identified yet; interest is expected to increase with more based planes. Decision to delay action on old refueling tanks until a vendor is found
3. FAA MOA Agreement Training: Online class for airport operations (opening/closing, FAA contact) available; Steve to share login details. Multiple committee members can participate; the registration process is explained.
4. Boy Scout Troop Collaboration : Awaiting alternative dates from Boy Scout troop for the merit badge event; Landon is point of contact. Discussion of using airport facilities for Scout activities and Eagle Scout projects.
5. Hangar Pad Sites & Ground Lease Plan: Legal description and process for hangar pad sites discussed; five initial sites to be marked and staked. Pad size: 45 ft x 35 ft (1,550 sq ft); foundation drawing uses pier and beam slab to reduce cost. $700 approved for plans and foundation drawings. Ground lease and building lease options outlined; estimated cost to build:33,000–35,000 per hangar. Potential ROI: 5 years if leased at $450/month; city may build and lease directly or allow private construction.
6. Pilot Interest & Airport Monetization:Test balloon to be sent to pilot forums to gauge interest in ground leases. If sufficient interest, City Council likely to approve moving forward.Goal to attract 10+ based airplanes to enable fuel vendor interest and increase airport revenue.Utilities for Hangar Pads: Decision not to provide power or water to hangar pads to keep costs and complexity down. Future centralized hose bib or power source possible if demand arises.
7. Site Marking & Surveying: Plan to use treated 4x4s for temporary marking; iron pins to be placed by surveyor for permanent location. Up to $250 approved for surveyor costs.
8. Airport Camera Installation:Camera installation pending; requires power and Cat 5 cable run to router. Al to coordinate with Jeff and allocate time for installation.
9. Airport Grounds Maintenance: Parking lot overgrown; committee to mow and

spray with Roundup. John has provided water tank for spraying; discussion of using cactus burner as alternative.

10. Rezoning & Zoning Uniformity: Discussion on rezoning west side of airport from manufactured housing to residential R1. Goal to prevent trailers and maintain airport image; suggestion to consult city manager Sarah Novo and count undeveloped lots.

5. Action Items

5.a. Discuss, consider, and take appropriate action regarding member application to the Airport Advisory Committee.

- Moved by Steve Zbranek; seconded by Al Satterfield to Accept Chapman Guillory as a member of the Airport Advisory Committee.
- Motion Passed: 4 - 0
- Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek
- Voting Against: None

5.b. Discuss, consider, and take appropriate action regarding Airport Committee goals and master plan updates.

Committee discussions regarding Buffer Zones & Safety Improvements.

- Need to clear and maintain the north-end buffer zone and address the junk on the lot on the south-end for airport safety.
- This item will be revisited at the next meeting.
- No action taken.

5.c. Discuss, consider, and take appropriate action regarding the Boy Scout Aviation Merit Badge Event.

- The committee is waiting for updates from Landon Farris. Ideas were presented for the possibility of a Boy Scout project for brush clearing and the potential for runway numbers or other airport improvements as Eagle Scout projects.
- Reminder to have all members complete the Youth Protection Online Training.
- No action taken.

5.d. Discuss, consider, and take appropriate action regarding a budget for the Runway numbers project.

- Moved by Al Satterfield; seconded by Clive Jackson to allocate $1000 towards the runway numbers.

- Motion Failed due to no vote being taken.

6. Future Agenda Items

- Next meeting is June 12th.
- Hangar Update
- Runway brush clean out
- Scout merit badge event
- Runway number project
- Updates on North/South end safety zone

7. Adjournment

- Moved by Al Satterfield; seconded by Steve Zbranek to Adjourn.
- Motion Passed: 4 - 0
- Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek
- Voting Against: None

CERTIFICATION

I hereby certify that the above minutes are true and correct from the Airport Advisory Committee meeting of May 15, 2025.

Robin Ruff - Chair

CITY OF GRANITE SHOALS TEXAS
CORPORATE SEAL