NOTICE OF AGENDA
GRANITE SHOALS AIRPORT ADVISORY COMMITTEE
REGULAR MEETING

THURSDAY, SEPTEMBER 3, 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**

2. **Citizen Comments**

3. **Consent Agenda**

   3.a. Discuss and consider approval of meeting minutes from August 6, 2026.

4. **Report on Previous Business**

   4.a. Update on the tie-down signage.

5. **Action Items**

   5.a. Discuss, consider, and take appropriate action on RC event planning. (Scheduled 10/17 with 10/24 raindate)

   5.b. Discuss, consider, and take appropriate action regarding the hangar lease program.

   5.c. Discuss, consider, and take appropriate action regarding applications or recruitment of new committee members.

   5.d. Discuss, consider, and take appropriate action regarding the AOB progress.

6. **Future Agenda Items**

   6.a. Next meeting date — October 1st

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 28th day of August 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, AUGUST 6, 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

Moved by Clive Jackson; seconded by Steve Smith to excuse the absence of Mark Fessler.
Motion Passed: 4 - 0
Voting For: Clive Jackson, Robin Ruff, Steve Zbranek, Steve Smith
Voting Against: None

2. Citizen Comments

No citizen comments.

3. Consent Agenda

3.a. Discuss and consider approval of meeting minutes from July 9, 2026.

Moved by Steve Smith; seconded by Steve Zbranek to approve the minutes from July 9, 2026.
Motion Passed: 4 - 0
Voting For: Clive Jackson, Robin Ruff, Steve Zbranek, Steve Smith
Voting Against: None

4. Action Items

4.a. Discuss, consider, and take appropriate action on RC event planning and local RC contacts.

- The committee hosted Mr. Scarborough and Bill Autry from an RC club in Kingsville to discuss a possible RC aircraft event at the airport.
- The committee described its broader event ideas, including:
  - Meet the Pilot events
  - Young Eagle events for local children
  - Kite Day, which has already been successful
  - A potential RC aircraft show as a family-friendly public event
- Mr. Scarborough explained that:
  - RC flying is now mostly electric, though gas-powered models still exist.
  - Their club could provide both static displays and live flying demonstrations.
  - Kids or adults could potentially fly using buddy boxes.
  - AMA event clearance and insurance coverage for the event period.
- Timing and logistics discussed:
  - The group agreed October would be preferable due to the weather.
  - Morning hours were favored, roughly 9:30–11:30 a.m., since the wind tends to be calmer.
  - A rain/wind backup date would be helpful.
  - The committee considered using the airport website and cross-promotion to increase attendance.
  - Food trucks were mentioned, and later a simpler food option was also discussed.
- Airport surface and space:
  - The runway length was confirmed as 2,000 feet.
  - The surface was described as crushed granite, with mowing planned before the event.
  - Committee members and guests discussed where RC operations could safely occur.
- The committee tentatively set a date for Saturday, October 17, 2026, with October 24 as the rain out date.

4.b. Discuss, consider, and take appropriate action on removal of obsolete equipment from airport property.

Moved by Steve Zbranek; seconded by Steve Smith to approve the removal of obsolete fuel equipment on airport property.
Motion Passed: 4 - 0
Voting For: Clive Jackson, Robin Ruff, Steve Zbranek, Steve Smith
Voting Against: None

4.c. Discuss, consider, and take appropriate action regarding costs and instillation of the electrical, plumbing, and sewer phases inside the AOB.

- The committee reviewed the cost of electrical, plumbing, and sewer work for the Airport Operations Building (AOB).
- A plumbing/septic estimate was very high:
  - Original figure was about $19,000
  - With a discount, it still came to about $7,800
  - This was for plumbing/septic work tied to a sink and toilet
- The group discussed reducing costs by:
  - Separating trenching from plumbing installation
  - Having the city dig trenches with its own equipment
  - Having licensed contractors do the final tie-ins
- The committee also discussed wall finish options:
  - One idea was to leave beams exposed and use siding or Hardie board
  - This would avoid more expensive finishes like taping, floating, texturing, and painting
  - Insulation and a mini-split HVAC system were also discussed
- No action was taken.

4.d. Discuss, consider, and take appropriate action regarding hangar lease contract progress and property research.

- Main points of the discussion:
    - The City should lease land rather than build hangars itself.
    - Leases should probably be for at least 20 years.
    - Tenants would need their own liability insurance, with the City named as additional insured.
    - The hangars should follow a standard look/design.
    - The City should not be responsible for major construction expenses.
- No action was taken.

4.e. Discuss, consider, and take appropriate action regarding the planning of a signage installation workday.

- The committee discussed planning for a signage installation workday. No action was taken.

4.f. Discuss, consider, and take appropriate action regarding granite block signage identification at the airport.

- The idea of a granite block identification sign at the airport was discussed.
    - The proposal was to place a larger granite block at the airport with the name Bob Sylvester Crandall Shoals Airport engraved on it.
- The committee discussed possible placement:
    - Near the north side of the airport
    - In the north-east corner of the parking lot, near the road and visible to the public
    - Not near the helipad
- No action was taken.

4.g. Discuss, consider, and take appropriate action regarding applications or recruitment of new committee members.

- The committee discussed recruiting new committee members.
- Ideas were discussed regarding Youth Member recruitment.
    - The committee discussed timing challenges because meetings are held at 3:00 p.m. on the first Thursday, which may conflict with athletics and other student commitments.
    - Preference remains for a junior, since the term is two years, but a senior would also be acceptable.
- No action was taken.

5. Future Agenda Items

- AOB Update
- RC Plane Event
- Hangar Lease update
- Youth membership

5.a. The next meeting is scheduled for September 3rd at 3pm.

6. Adjournment

With no further business or discussion, the meeting was adjourned at 4:05 PM.

CERTIFICATION

I hereby certify that the above minutes are true and correct from the Airport Advisory Committee meeting of August 6, 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.