



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

THURSDAY, SEPTEMBER 4, 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

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 7, 2025.

4. Presentations

4.a. Recognition of Landon Farris

5. Report on Previous Business

- Runway numbering update
- Signage installation report
- Camera project update
- Consultant update
- Discussion on surplus mower

6. Action Items

6.a. Discuss, consider, and take appropriate action regarding a possible amendment to the master plan in connection to fuel service options.

6.b. Discuss, consider, and take appropriate action to plan a workday for a site visit and potential slab placement with City staff.

7. Future Agenda Items

8. 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 2025. 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 7, 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

MINUTES

1. Call to Order/ Roll Call/ Welcome

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

Moved by Al Satterfield; seconded by Jeff Kahl to excuse Clive Jackson and Catherine Bell.

Motion Passed: 6 - 0

Voting For: Jeff Kahl, Robin Ruff, Al Satterfield, Steve Zbranek, Mark Fessler, Chapman Guillory

Voting Against: None

Welcome to the newest Council-appointed member, Mark Fessler.

Mark Fessler was introduced and welcomed.

- Pilot and Granite Shoals resident.
- Shared perspective on airport growth and the importance of long-term planning.

2. Citizen Comments

None

3. Consent Agenda

3.a. Discuss and consider approval of meeting minutes from July 10, 2025.

Moved by Jeff Kahl; seconded by Al Satterfield to approve the minutes from July 10, 2025.

Motion Passed: 6 - 0

Voting For: Jeff Kahl, Robin Ruff, Al Satterfield, Steve Zbranek, Mark Fessler, Chapman Guillory

Voting Against: None

4. Report on Previous Business

4.a. Discussion of Master Plan/Budget Requests .

The committee reviewed their phased Airport Master Plan (Phases 1–7).

Completed phases include: helipad, tie-downs, perimeter fencing, visitor parking lot, signage, and runway markers.

Phase 5 request for FY 2025:

- Temporary building for an Airport Operations Building (AOB).
- Expansion of the slab to allow future hail hangar construction.
- The committee emphasized flexibility with the City Council based on budget constraints.
- Donations and fundraising are noted as contributions alongside city funding.

Hangars & Fuel Discussion

- The strong consensus is that hangars and fuel are top priorities to attract pilots.
- Several members stressed that hangars are in high demand; leasing land for private hangar construction may be an option.
- Fuel service (self-serve farm) is seen as a major potential revenue generator, especially since nearby airports lack fuel.
- Discussion about whether to pursue city-built hangars vs. leasing land to private builders.

Consultant Proposal

- New member Mark recommended hiring a professional airport consultant to create a development blueprint for the Council.
- The committee agreed that a professional plan would help present a unified, long-term vision and gain city support.
- Discussion is ongoing about whether to fund this with the city budget vs. donated funds.

4.b. Discuss updates on the airport signage progress.

Three new signs were produced:

1. Active Runway – Authorized Personnel Only
2. Pedestrian Access Only – No Motorized Vehicles
3. Airport Access – Authorized Personnel Only

Workday is scheduled for Saturday, August 16th at 8:00 AM to install signs.

Jeff Kahl and Al Satterfield volunteered to handle T-posts, U-bolts, and inventory of mounting supplies.

Catherine Bell arrived at 3:17pm.

5. Action Items

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

- Local troop unable to proceed this year due to leadership changes.
- Committee agreed to table project until 2026 and shift responsibility to Scouts to re-initiate.
- Discussion on possibly partnering with district council in future.

Landon Farris was accepted to Flight School in Georgetown, Texas and will start on September 22nd.

5.b. Discuss, consider, and take appropriate action for the purpose of advising the City Council of proposed bids for the AOB slab and committee recommendations.

- Committee debated whether to use the remaining FY 2025 funds (~\$7,000) for a 20x30 slab or to hire a consultant instead.
- After discussion, members voted unanimously to proceed with slab construction using the lowest bid (Booe Construction), ensuring it includes proper structural design for future expansion.

Moved by Steve Zbranek; seconded by Mark Fessler to recommend for Council approval Booe Construction bid for the slab proposal.

Motion Passed: 6 - 0

Voting For: Jeff Kahl, Robin Ruff, Al Satterfield, Steve Zbranek, Chapman Guillory, Mark Fessler

Voting Against: None

5.c. Discuss, consider, and take appropriate action for the runway numbers project planning.

- Eagle Scout project (Al Spencer, Johnson City) approved in concept.
- Will install large concrete runway numbers (144" x 41") visible from the air, plus possible chevrons.
- Project expected to be completed in August 2025, pending Council approval.

- 5.d. Discuss, consider, and take appropriate action regarding the creation of a sponsored scholarship.

Committee voted to table the scholarship idea until a later date.

6. Future Agenda Items

- 6.a. Next meeting is scheduled for September 4th.

- Runway numbering update
- AOB slab update
- Signage installation report
- Camera project update
- Consultant update
- Fuel service options
- Master plan/budget update
- Discussion on surplus mower

7. Adjournment

With no further business or discussion, Robin Ruff adjourned the meeting at 4:43pm.

CERTIFICATION

I hereby certify that the above minutes are true and correct from the Airport Advisory Committee meeting of August 7, 2025.

Robin Ruff - Chair _____