



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

THURSDAY, OCTOBER 2, 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 September 4, 2025.
- 4. Report on Previous Business**
 - 4.a. Final signage installation report.
 - 4.b. Runway numbers project report.
 - 4.c. Camera traffic monitoring update.
 - 4.d. Airport slab progress report.
 - 4.e. Update on fuel service/facilities development.
- 5. Action Items**
 - 5.a. Discuss, consider, and take appropriate action regarding the planning of *Meet the Pilots &/or Helicopter Pilots* event.
 - 5.b. Discuss, consider, and take appropriate action regarding the future use of the expansion slab.
 - 5.c. Discuss, consider, and take appropriate action regarding the plan for removal/disposal of obsolete tanks.
 - 5.d. Discuss, consider, and take appropriate action regarding a STOL (Short Takeoff and Landing) aircraft outreach.
 - 5.e. Discuss, consider, and take appropriate action regarding recruitment of a new youth committee member.
- 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 26th day of September 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, 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

MINUTES

1. Call to Order/ Roll Call/ Welcome

The meeting was called to order at 3:02 PM.

Chapman Guillory is no longer a resident of Granite Shoals as of August 31st, and will no longer be on the committee. The committee thanks him for his service and volunteerism.

2. Citizen Comments

None

3. Consent Agenda

3.a. Discuss and consider approval of meeting minutes from August 7, 2025.

Moved by Jeff Kahl; seconded by Al Satterfield to approve the minutes from August 7, 2025.

Motion Passed: 7 - 0

Voting For: Landon Farris, Clive Jackson, Jeff Kahl, Robin Ruff, Al Satterfield,
Steve Zbranek, Mark Fessler

Voting Against: None

4. Presentations

4.a. Recognition of Landon Farris

The committee members presented Landon with a group contribution to support him in his flight school. We are so thankful and proud to have had him as a youth committee member.

5. Report on Previous Business

- Runway numbering update
- Signage installation report
- Camera project update

- Consultant update
- Discussion on surplus mower

Budgeting Outcomes:

- Council feedback on budgeting for airport development was positive; city recognizes advisory role of the committee.
- Proposed Budget: \$10,000 for airport projects, contingent upon final council approval.
- Any project over a yet-undefined threshold will need city council approval; smaller expenses will route through city staff.

Original Request:

- Clarified that the \$28,000 presented to council was a projected next-year stage cost, not a lump sum request.
- Development plan is a living document and will be periodically updated as new projects or needs arise (e.g., new hangar construction by a recent purchaser).

Available Funds:

- \$6,500 in donations available for use.
- Potential for future budget increases based on airport growth and economic conditions.

Home-Based Growth:

- New pilot purchased two lots at the airfield; plans to build a large hangar (space for two to four airplanes).
- Intention to rent out extra hangar space to meet high demand.
- Projected to further increase home-based aircraft and support airport vitality.

Runway Numbering Project (Eagle Scout Initiative)

- Pilot Concerns: Risk of tailwheel damage, liability, maintenance concerns, doubts about necessity (numbers rare on grass strips).
- Discussion on possible location (south side near fence, reduce likelihood of aircraft contacting numbers).
- Aesthetic concerns and maintaining traditional/nostalgic grass runway appearance.

Project Details:

- Numbers to be installed flush or slightly below grade, approx. 3–4 inches

thick, removable if needed.

- Already approved as an Eagle Scout project; Scout is fundraising via pancake dinner, city may cover any funding gap.
- Concerns about concrete durability, mowing, washout, and city/state (TxDOT) materials requirements.

Resolution:

- Committee consensus to proceed, monitoring maintenance and pilot feedback.
- Agreed to seek further code and safety guidance, but not to overturn previous approval unless critical new issues arise.
- Al Satterfield to update the Scout about project status; proposal/implementation timeline depends on scout's schedule but likely months (approval steps, fundraising, city property procedures).

Infrastructure and Facility Projects Signage Installation

- Confusion about sign custody delayed installation, but all materials now located.
- Plan to complete installation by end of next week (by September 12, 2025).
- City council invited to view signage upon completion.

Camera Project

- All hardware and software ready.
- Needs installation of a receiver (windsock pole) and transmitter with internet at Al Satterfield's hangar.
- Jeff Kahl and Al Satterfield to coordinate for installation – can occur anytime soon.
- City Council is interested in monitoring airport traffic counts.

Consultant Updates / Master Plan

- City will soon select a contractor for a citywide comprehensive plan, including the airport.
- Uncertain if selected consultant possesses airport-specific expertise—committee to verify.
- Committee may contract an independent airport-savvy consultant if city plan is not sufficiently detailed.
- Committee has spoken to Grayson Cox with KSA Engineering, familiar with local airspace (works with Horseshoe Bay).
- KSA could provide guidance, feasibility studies, advice on compliance, asset evaluation, funding eligibility, etc.

- FAA and TxDOT funding options exist due to public-use status, but the extent and requirements are uncertain (previous TxDOT evaluation raised concerns over costly upgrades and regulatory hurdles).
- City council and committee agree master plan/consultant guidance is necessary before major decisions (e.g., fuel, hangars).
 - Next steps:
 - City to select a comprehensive plan consultant soon.
 - Upon selection, the committee will schedule a meeting/Zoom call with the consultants to clarify scope and ask targeted airport questions.
 - Master plan should include feasibility study, potential public funding, and long-term strategic vision.

Surplus Mower Discussion

- Clive Jackson volunteered to attempt repairs, starting with carburetor cleaning.
- The mower is considered useful for maintenance between the City's major mowing cycles, especially around tie-downs and helipad.
- If irreparable, the committee will discuss proper disposal.

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.

Location:

- Current fuel pad at airport is logical, existing ramp provides aircraft/auto access—preferred by pilots and committee members.
- Must ensure property boundary validation, zoning, fire code, and safety setbacks (adjacent to residential, possible city-owned granite outcrop).

Operation & Delivery:

- Several models considered:
 - City-owned & operated (full profit, full responsibility).
 - Contract operator/vendor with split profits (vendor provides aboveground tanks, maintains infrastructure, city receives flowage fee or commission).
 - Partner with individual/private developer for infrastructure, city benefits via flowage fee.
- Texcom, Sunco, and Fueling (Austin) identified as potential providers; calls made, awaiting response.

- Prior Sunco experience: brought fuel tanks for city use during events, PIN number tracking, maintenance included. Need to confirm if aviation (AV) gas is available and if credit/debit card payment options exist.
- Fuel would also serve older vehicles, boats (pre-ethanol engines), landscaping professionals, and city fleets—potential hidden demand.
- Need cost/benefit analyses on margins, installation costs (e.g., \$1,000–\$1,500 trip/setup charge), and ongoing fuel supply.

Regulatory & Safety:

- Becky Sims and Tim Campbell will review city ordinances, fire code, and property lines.
- Must determine if current/desired tank location(s) comply with:
 - City land ownership
 - Setbacks/zoning for flammable storage
 - Residential adjacency
 - TxDOT/FAA/state regulations for on-airport fueling
 - Spill containment and fire safety rules (likely more stringent than when current tanks were installed)
- Consultant/master plan study recommended to fully vet compliance and obtain professional engineering/specification advice.
- Existing tanks may need remediation/removal if unusable; committee to seek input on future use or disposal.

Next Steps:

- Await cost/availability info from vendors and fire code review by staff.
- If feasible, conduct field meeting with staff, vendors, and committee to finalize location and approach.
- Becky advised that fuel system placement could impact eligibility for future TxDOT airport grants (site/facility review must consider this).
- Future committee and council briefings needed.

No action taken.

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

The committee discussed the need for engineered drawings and city inspection/permitting to ensure its adequate for future use.

Work Day/Meeting Scheduled:

Date: Wednesday, September 10, 2025

Time: 9:00 AM

Location: Lot behind animal control facility

The committee, city staff, and contractor to confirm final slab placement and set

bounds for work.

Moved by Jeff Kahl; seconded by Landon Farris to plan a workday on September 10th at 9am.

Motion Passed: 7 - 0

Voting For: Landon Farris, Clive Jackson, Jeff Kahl, Robin Ruff, Al Satterfield, Steve Zbranek, Mark Fessler

Voting Against: None

7. Future Agenda Items

- Final signage installation report
- Runway numbers project update
- Camera traffic monitoring update
- Comprehensive plan/master plan progress (consultant selection and input)
- “Meet the Pilots” event before Christmas; potential “Meet the Helicopter Pilots” event
- STOL (Short Takeoff and Landing) aircraft outreach
- Plan for removal/disposal of obsolete tanks (determine condition, city ownership)
- Update on fuel service/facilities development
- Expansion slab progress and future use

8. Adjournment

Recognition of Mark Fessler for smoothing out the runway potholes.

With no further business or discussion or business, Robin Ruff adjourned the meeting at 4:12pm.

CERTIFICATION

I hereby certify that the above minutes are true and correct from the Airport Advisory Committee meeting of September 4, 2025.

Robin Ruff - Chair
