NOTICE OF AGENDA
GRANITE SHOALS AIRPORT ADVISORY COMMITTEE
REGULAR MEETING

WEDNESDAY, APRIL 9, 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 March 6, 2025

4. Report on Previous Business

4.a. FAA flight service center - Clive
Granite Fest Review

5. Action Items

5.a. Discuss, consider, and take appropriate action for final Kite Day preparations.

5.b. Discuss, consider, and take appropriate action regarding the numbers on the runway project.

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

5.d. Discuss, consider, and take appropriate action regarding airport hangar leases.

5.e. Discuss, consider, and take appropriate action regarding zoning at the airport.

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

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 3:00 PM on the 5th day of April 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.

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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, MARCH 6, 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 3:04 PM.
Attendance:
Robin Ruff
Al Satterfield
Steve Zbranek
Clive Jackson
Landon Farris
Liaison Catherine Bell
Moved by Al Satterfield; seconded by Clive Jackson to Approve absence of Jeff Kahl.
Motion : 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 February 6, 2025.

Moved by Al Satterfield; seconded by None to Approve meeting minutes from Feb. 6, 2025.
Motion : 4 - 0
Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek
Voting Against: None

4. Report on Previous Business

4.a. Update on a fire suppression plan from Chief Tim Campbell.

Discuss establishing a fire suppression system with Fire Chief Campbell at the airport. Concern from committee member Satterfield that we did not have equipment on site to start fire suppression efforts before equipment arrival which could reduce damage was discussed. The Chief said we could look at 10/15/or 20 lb. fire extinguishers that are reasonably priced and can be serviced annually. These would be placed strategically and securely throughout the airport. Will continue to explore. No further action taken

5. Action Items

5.a. Discuss, consider, and take appropriate action regarding Airport Advisory goals and plans for 2025.

Workshop review. Worked on the outline and rough draft of an airport master plan-short and long term. The short term focused on continued visual and physical improvements, and the leasing of airport property for airplane storage facilities. Long-term goals included were geared around future expansion and TXDOT and FAA approvals.
No further action taken.

5.b. Discuss, consider and take possible action regarding FFA information from Clive Jackson.

FAA Contact-Clive Jackson has established our FAA contact in San Angelo, Texas and needs to be approved by the committee to be our coordinator.
Moved by Al Satterfield; seconded by Steve Zbranek to Approve the FAA Contact.
Motion Passed: 4 - 0
Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek
Voting Against: None

5.c. Discuss, consider, and take appropriate action regarding the number installation at the airport.

Discussion took place regarding the idea by Clive Jackson and support from Al Satterfield and Robin Ruff to place permanent identifying runway numbers at each end of our runway. The idea will be to dig an appropriate area about 4” deep, build forms and pour concrete numbers. When cured, paint the numbers white for aerial identification. Clive Jackson will check FFA for guidance and guidelines, Al Satterfield will put a budget together, and Steve Zbranek will line up concrete contractors to donate leftover concrete not needed for jobs.
Moved by Steve Zbranek; seconded by None to approve the plan as discussed.
Motion Passed: 4 - 0
Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek
Voting Against: None

Discussion regarding zoning on property abutting the airport. Code Enforcement Preston Williams updated the board on which lots were zoned around the perimeter of the airport. All lots on the east side are zoned R-1. All the lots on the west side are zoned MHR (manufactured housing approved lots). Discussions about approaching

P&Z to make all lots R-1 took place with opinions currently going for and against. The committee will revisit it in the future.

Discussion regarding runway access and navigation agreements is to be further investigated by Steve Zbranek and Robin Ruff. Work on a plan to implement this with the city permit process on all changes of property ownership attached to the runway and surrounding area to be determined for navigation agreement.

5.d. Discuss, consider, and take appropriate action regarding the planning of the booth at Granite Fest on March 22, 2025.

Granite Fest-We have a booth big enough for a pop-up tent and display space for an ultralight aircraft which we will be bringing from the airport. An order was placed for a ribbon banner and a background banner for the tent. We have ball caps which were generously donated by Mark Fesser, and we should have balsa wood glider kits for the kids. We will have sign-up sheets for a pilot seminar and a fact sheet about the airport to hand out. We will need to know who can all work the booth! We will meet on Friday evening to load the plane into a trailer and set up at 7:00 am at Quarry Park.
Catherine Bell to make Excel sign-up sheets.
No further action taken

5.e. Discuss, consider, and take appropriate action regarding the planning of Kite Day, April 12, 2025.

Kite Day-April 12 from 10:00am-1:00pm at the north end of the airport. Al Satterfield will be donating another 20 kites to sell for this event. Landon Farris will try to obtain some high school NHS students who need service hours to help with the event.
No further action taken.

5.f. Discuss, consider, and take appropriate action regarding BSA information gathered for an aeronautical merit badge event.

Boy Scout aviation merit badge event. Landon Farris reports that the scout's leadership want to do this event. All committee members must take the Scout's youth protection program online to participate. Al offered let the scouts camp overnight on one of his lots. Landon and Al will meet with Scout leadership to work out details. We will be hosting about 25 scouts.
Moved by Steve Zbranek; seconded by Al Satterfield to Approve the event date of June 7, 2025..
Motion Passed: 4 - 0
Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek
Voting Against: None

5.g. Discuss, consider, and take appropriate action regarding the location of open hangar areas to lease at the airport.

6. **Future Agenda Items**

FAA flight service center - Clive
Airport hangar leasing - Steve
Granite Fest recap - all
Final Kite Day prep- Al
Numbers on Runway project-Al, Clive
Boy Scout Aviation Merit badge event - Landon, Al
Goals and master plan update - Jeff
Zoning at the airport-Robin

7. **Adjournment**

Moved by Steve Zbranek; seconded by Al Satterfield to Adjourn.
Motion Passed: 4 - 0
Voting For: Clive Jackson, Robin Ruff, Al Satterfield, Steve Zbranek
Robin Ruff adjourned the meeting at 4:19pm.

CERTIFICATION

I hereby certify that the above minutes are true and correct from the Airport Advisory Committee meeting of March 6, 2025.

Robin Ruff, Chair ________________________________