



AIRPORT ADVISORY BOARD

Stephenville Clark Regional Airport, 1050 Airport Road
Friday, June 28, 2024 at 12:00 PM

MINUTES

CALL TO ORDER

The meeting was called to order at 12:16pm.

Board Members Present: Tracy Gifford, Austin Brown, Hardy Hampton, Craig Parks

Board Members Absent: Ricky Thurman, Shannon Truesdell, Colby Simms

Others Attending: Sean Clemmons, Bill Smith, Brandon Johnson

REGULAR AGENDA

1. Motion to Approve Previous Minutes
 - A. The minutes of the May 31 Airport Advisory Board meeting were unanimously approved.
2. Runway Extension Project
 - A. S. Clemmons stated that the process to have the trees trimmed and/or removed is still ongoing. A. Brown and H. Hampton expressed their dissatisfaction with the slow progress in having the trees removed. T. Gifford pointed out that it would be more economical to have the trees removed during construction. His reasoning is that bringing in heavy equipment out on 2 separate occasions, removing the trees then the runway extension construction, would be inefficient. A. Brown replied that his company's aircraft have a longer takeoff distance than piston engine airplanes and the tops of the trees are a hazard. S. Clemmons ended by stating that he will inquire with Darrell Brown, Director of Administrative Services, about consulting with an arborist on at least trimming the trees to minimize the hazard.
 - B. S. Clemmons also stated that D. Brown had a meeting with David Kirkpatrick of TXDOT Aviation, about getting a current Airport Layout Plan for the airport to coincide with the Runway Extension Project.
3. RAMP Grant Scope of Work
 - A. S. Clemmons shared the RAMP Grant funding schedule thus far.
 - B. S. Clemmons also shared the upcoming ramp pavement maintenance near the North and South sets of T-hangars.
4. Manager's Report
 - A. S. Clemmons shared the Aircraft Operations figures, Courtesy Car Use log, Social Media Statistics, the new airport logo, the new Flightaware Flightfeeder Air Traffic Tracking system, the new airport diagram, the new airfield sign panels, a second roof leak has been repaired, and all the T-Hangars have been numbered. H. Hampton asked if all the buildings are going to be numbered in accordance with the 911 addresses. S. Clemmons replied that only the city buildings will be numbered and that the lessees of land leased hangars will be responsible for their own numbering.
 - B. S. Clemmons shared that an estimate for replacing the terminal bay sheetrock has been received. The vendor suggested using bathroom grade sheetrock as it is mold resistant. A. Brown also expressed his dissatisfaction with the terminal bay sheetrock not having been replaced yet. S. Clemmons stated that the

building maintenance budget for this fiscal year has been depleted and it will have to wait until next fiscal year.

- C. S. Clemmons shared the three small upcoming projects to the board:
 - a. July 1, the airport's interior lighting is being retrofitted to LED.
 - b. July 9, the terminal bay door openers are going to be installed.
 - c. A CCTV surveillance system will be installed. No date has been set but the purchase order has been approved. H. Hampton asked if Stephenville Aviation Staff will have access to the system. S. Clemmons stated that is not part of the plan. B. Smith with Stephenville Aviation stated he does not want access to the CCTV system when it becomes operational.

CITIZENS GENERAL DISCUSSION

- A. B. Johnson commented that he has a plan he feels is feasible to build additional T-Hangars at the airport and that he hopes to meet with S. Clemmons, D. Brown, and the City Manager about this at a later date. A. Brown expressed interest in discussing this with B. Johnson privately as well.

ADJOURN

The meeting was adjourned at 1:12pm.


Chairman

ATTEST:


Secretary

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.