



Airport Advisory Board
Regular Meeting

Friday, March 21, 2025, 12:00 PM
Stephenville Clark Regional Airport
Terminal Conference Room
1050 Airport Rd.
Stephenville, TX 76401

MINUTES

CALL TO ORDER: The meeting was called to order at 12:06pm.

Board Members Present: Tracy Gifford, Shannon Truesdell, Hardy Hampton, Craig Parks (via Teams)

Board Members Absent: Ricky Thurman, Ausin Brown, Colby Sims

Others Attending: Sean Clemmons, Airport Manager; Todd Downs, Stephenville Aviation, Gary LaBuda, Public; Jeff Lively, Lively Aviation; Josh Scrivner, Lively Aviation; Bill Smith, Stephenville Aviation

REGULAR AGENDA

1. Motion to Approve Minutes from the Previous Meeting
 - The board approved the minutes unanimously.
2. Fly-in Debrief
 - S. Clemmons shared the statistics from the event. 61 aircraft, over 200 cars, 50 farmers market vendors, and 700-800 estimated spectators.
 - S. Clemmons and H. Hampton both shared that Daniel Brock with Cars & Coffee will not participate in another event at the airport if they must park in the grass again. T. Gifford and T. Downs were surprised by this news. T. Gifford and T. Downs stated that because the Cars & Coffee group has such a large following, measures should be taken to keep them at this event for subsequent years. T. Gifford suggested some earth work to make the area smoother.
3. Airport Layout Plan/Runway Extension – Update
 - On February 19 – S. Clemmons, H. Hampton, Darrell Brown, and Jason King met with Christian Cox and Ryan Hindman of TxDOT Aviation regarding the Longley driveway relocation, the ALP, and the runway extension. H. Hampton gave a synopsis of the meeting, focusing on J. King sharing with TxDOT staff all what had taken place up to that point in order to get TxDOT staff up to speed, particularly because C. Cox is the newly assigned planner for Stephenville Clark Regional Airport.
 - On March 3 – TxDOT Aviation accepted KSA's Aircraft Operations/ Based Aircraft Forecast Approval. KSA provided the first two draft chapters of the ALP for City staff to review.
 - On April 14 – KSA will hold a Planning Advisory Committee (PAC) meeting (3:00–4:30pm), then a Public Information Meeting (PIM) from 5:30–6:30pm. The board members will be invited to the PIM. S. Clemmons stated he will forward the information to the board members.
4. Tree Removal Update
 - March 4 – City Council approved the Tree removal Project. S. Clemmons also shared that the trees are scheduled to be removed in the first week of April.

5. Hangar Rate Analysis

- S. Truesdell, T. Gifford, and T. Downs shared that they feel the hangar rent rates are satisfactory.

6. Manager's Report

- S. Clemmons shared the Aircraft Operations counts and the Courtesy Car Use Logs for the months of January and February as well as the social media outreach statistics for the past 28 days. S. Clemmons also shared that N315G was removed from the airfield on February 26th.
- At the last airport advisory board meeting, R. Thurman asked if priority could be given to city residents, then county residents, then all other applicants. S. Clemmons replied, stating he would find out if this could be done at the upcoming conference. The FAA Airports Compliance Program Manager for the region told S. Clemmons that doing this would be a grant assurance violation, and that we could not do it. Doing so could jeopardize federal and/or state funding, including the funding for the runway extension project.

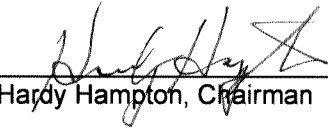
7. Next Meeting Date – May 30th

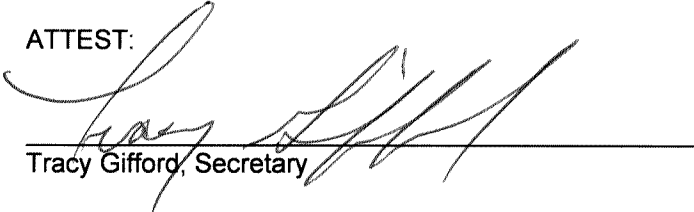
CITIZENS GENERAL DISCUSSION

- J. Lively and J. Scrivner shared the following:
 - They have 17 students in Stephenville.
 - In the future they hope to have an aviation program with Tarleton State University.
 - They are currently working on an aviation program at Hill College in Cleburne.
- All the board members, T. Downs, and B. Smith, expressed their enthusiasm for these updates from Lively Aviation.

ADJOURN: The meeting was adjourned at 12:47pm

ATTEST:


Hardy Hampton, Chairman


Tracy Gifford, Secretary