



**NEW BRAUNFELS NATIONAL AIRPORT  
Airport Advisory Board Meeting  
19 July 2023**

**MINUTES**

The New Braunfels Airport Advisory Board met in regular session at 5:30 pm on the 19th day of July 2023.

Board Members Present: Al Dowling, Kurt Andersen, Jason Kern, Curtis Lepp, Paul Wright

Staff Present: Robert Lee, Airport Director; Brendan Haas, Airport Operations Manager; Lisa DeMoss, Airport Administrative Assistant.

Visitors Present: Carl Collins, ATCT Manager (BAZ), Dana Bellamy (On The Fly Aviation), Riku Fujimoto (On The Fly Aviation), Jonathan McJunkin (The Wurst Podcast), Sebastian Lira (SimplyFLY), Sam Huddle (On The Fly Aviation), Shurrece Kenalski (On The Fly Aviation)

**1. CALL TO ORDER.**

*The 19 July 2023 Airport Advisory Board Meeting was called to order at 5:37 pm by Chairman, Al Dowling.*

**2. ROLL CALL AND QUORUM CHECK**

*A quorum was confirmed.*

**3. AIRPORT ADVISORY BOARD MISSION**

*Mission of the New Braunfels Airport Advisory Board was read.*

**4. REVIEW AND APPROVAL OF THE 14 JUNE 2023 BOARD MEETING MINUTES**

*Minutes were reviewed and approved unanimously by the Board after one edit was made.*

**5. CITIZENS COMMENTS**

*There were no citizen comments.*

**6. STAFF REPORT**

**A. Airport Director's Report (Dr. Robert Lee)**

### *Construction Projects*

- i. North Ramp rehabilitation: E&D in progress; design meeting held 12 July 2023.*
- ii. ATCT relocation & construction: received approval for KSA to conduct siting modelling in lieu of the FAA. Once funding secured.*
- iii. Two corporate hangars: breaking ground on #2339, 2349 waiting on final permit.*
- iv. Repaired two major failures on TW-A with a big assist from the Street Dept.*

### *On-going Development/Business*

- i. Exploring funding options for new terminal and 10% required match.*
- ii. Airport interviewing for second admin.*

### *Miscellaneous*

- i. 20-acre parcel of property on north side purchased by private entity and will be deeded to airport in 'trade' for a long-term lease and airport access.*
- ii. BIL funding allocation: resolution between TXDOT & FAA resolved. In the Governor's hands. Priority from funds once received are: pavement, fencing, fuel farm expansion.*
- iii. Working with City to update and expand zoning ordinance for property adjacent and in vicinity of airport.*

### **B. Airport Financial Report (Dr. Robert Lee)**

*Year-to-date/ Year-End fuel sales and revenue/expense report were presented.*

- i. Fuel sales year-to-date 5% ahead of previous year with an average of 62,013 gallons/month.*
- ii. Previous 12-month fuel sales 780,488 gallons.*
- iii. Airport operations monthly operations averaging 5,801 an increase of 331 per month on average from previous high monthly average in FY2022.*
- iv. FY2023 account balance for operations alone shows airport operating with a \$20k deficit primarily due to unexpected infrastructure repairs and an increase in utility fees.*

## **7. DISCUSSION AND ACTION.**

### **A. Discuss Planning & Organizing A Community Outreach Event**

Discussed last minute cancellation of the event. Airport Director will coordinate with CMO to reschedule for Fall 2023 timeframe.

### **B. Discuss Planning, Zoning, and Development Around Airport**

Airport Director briefed the Board on the ongoing progress to update zoning ordinances for development near the Airport to include updating the Airport Hazard Zoning Overlay.

## **8. NEW BUSINESS**

*No new business.*

9. Adjourn.

*The next meeting will be held on 20 September 2023 at 5:30 pm in the New Braunfels National Airport conference room. The meeting was adjourned at 6:14 pm.*

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Dr. Robert Lee, AAE  
Airport Director

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Date