NEW BRAUNFELS NATIONAL AIRPORT
Airport Advisory Board Meeting
19 November 2025

MINUTES

The New Braunfels Airport Advisory Board met in regular session at 5:30 pm on the 19th day of November 2025.

Board Members Present: Wes Stamps, Jason Kern, Curtis Lepp, Paul Wright, John Smith, Kurt Andersen.

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

Visitors Present: David Slaughter (AOPA ASN); Edward Smith, Carli Smith, Chris Parreira

1. CALL TO ORDER.

   The 19 November 2025 Airport Advisory Board Meeting was called to order at 5:30 pm by Wes Stamps.

2. ROLL CALL

   A quorum was confirmed with six of seven board members present. John Smith was absent.

3. AIRPORT ADVISORY BOARD MISSION

   Mission of the New Braunfels Airport Advisory Board was read.

4. APPROVAL OF MINUTES

   17 September 2025 minutes were reviewed and approved by a unanimous vote of the Board.

5. CITIZENS' COMMUNICATIONS

   There were no comments from citizens.

6. REPORTS

Airport Director, Dr. Robert Lee presented the Airport Director's Report:

Construction Projects

i. *Perimeter security fence project almost halfway done; completion expected by 31 December 2025.*
ii. *Final 30% design for ATCT complete; waiting on NOFO from FAA for remaining funds.*

On-going Development/Business

i. *KBOX5: five bay hangar project lease executed; design completed.*
ii. *H2601 sold to US Aviation Academy.*

Miscellaneous

i. *AMDP in progress.*
ii. *Terminal feasibility study: initial draft received and discussed 12 Nov 2025.*

Operations

- *Total fuel sales year for FY2025 (October – September) were 777,471 a 7% increase over last fiscal year.*
- *Fiscal Year 2025 fuel operations were 5,847 versus 6,078 last year; decrease primarily due to a flight school that uses mogas instead of 100LL.*
- *October 2025 fuel sales were 92,321 gallons, a new monthly record for the Airport.*
- *Average monthly Airport operations for FY2025 were 6,692 compared to 6,548 in FY2024.*
- *Total FY2025 Airport operations were 80,306 compared to 78,575 last fiscal year.*
- *October was also a new monthly record for airport operations at 8,817.*
- *Hangar and facility utilization continues to be 100% occupied.*

Financials

FY2025 Operational revenues versus operational expenditures were:

Description	Budget	YTD Actual	Balance	Percentage
Revenues:	$ 5,391,910	$ 4,079,071	$ (1,312,839)	75.7%
Expenditures:*	$ 6,216,581	$ 4,064,509	$ 2,152,072	65.4%
Airport Net:	$ (824,671)	$ 14,562		
* not including debt service and interfund transfers				

- Decreased cost of goods (fuel) was a contributing factor in the decrease in revenues and corresponding expenditures from what was budgeted.

- Net fuel revenue was $1.27M, an increase of 12% over FY2024. Net fuel revenue has been trending higher year over year since 2020.

7. DISCUSSION AND ACTION

A. Discussion and Airport Terminal Parking

Board member Laura Schumaker opened the discussion with possible concerns over parking availability and the potential to implement paid parking to avoid abuse of parking space monopolization. Airport Director informed staff that the parking situation is tight due to the limited size of the parking lot. There have been previous attempts to expand the parking however doing so is cost prohibitive due to the drainage requirements necessary for the increase in impervious cover. There also have been no reported complaints from customers and instituting a paid system would only create a problem that does not currently exist. It was also pointed out that paid parking is typically only found at commercial air carrier airports not GA. Dr. Lee indicated that with the new terminal project, covered parking will be considered with a parking fee assessed for 'premium' parking. The Board consensus was to not pursue parking fees.

8. NEW BUSINESS

For next meeting, Kurt Andersen requested that a restaurateur be invited to inform the board of requirements for a terminal restaurant.

9. Adjourn.

The next meeting will be held on 21 January 2026 at 5:30 pm in the City of New Braunfels Council Chambers. The meeting was adjourned at 6:26 pm.

Dr. Robert Lee AAE

Robert Lee, PhD, AAE
Airport Director

Date