



**CITY OF NEW BRAUNFELS, TEXAS
AIRPORT ADVISORY BOARD MEETING**



**CITY HALL- COUNCIL CHAMBERS
550 LANDA ST**

WEDNESDAY, MAY 20, 2026 at 5:30 PM

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. AIRPORT ADVISORY BOARD MISSION

"Makes general studies of airport construction, improvements, and operation. Acts in advisory capacity towards the general improvement of the airport and the advancement of the City as an air transportation center."

4. APPROVAL OF MINUTES

A) Approval of the March 18, 2026 Minutes

[26-593](#)

Dr. Robert Lee, Airport Director

5. CITIZENS' COMMUNICATIONS

This time is for citizens to address the Board on issues and items of concerns not on this agenda. There will be no Board action at this time.

6. REPORTS

A) Airport Director's Report

[26-595](#)

Dr. Robert Lee, Airport Director

7. DISCUSSION AND ACTION

8. NEW BUSINESS

No action may be taken.

9. ADJOURNMENT

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulletin board at the New Braunfels City Hall.

Board Liaison

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at (830) 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.



Airport Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

5/20/2026

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee, Airport Director

SUBJECT:

Approval of the March 18, 2026 Minutes



**NEW BRAUNFELS NATIONAL AIRPORT
Airport Advisory Board Meeting
18 March 2026**

MINUTES

The New Braunfels Airport Advisory Board met in regular session at 5:30 pm on the 18th day of March 2026.

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: Carl Collins, RVA, Butch Watson, David Slaughter (AOPA ASN Volunteer)

1. CALL TO ORDER.

The 18 March 2026 Airport Advisory Board Meeting was called to order at 5:30 pm by Wes Stamps.

2. ROLL CALL

A quorum was confirmed with five 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

28 January 2026 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 complete.
- ii. Application submitted for Airport Terminal Program grant.
- iii. Application submitted for FCT grant for final design and construction of new ATCT.

On-going Development/Business

- i. KBOX5: five bay hangar project lease executed; design completed; in permitting.

Miscellaneous

- i. AMDP nearing completion.
- ii. Terminal feasibility study: discussing layout options and cost estimates.

Operations

- *Total fuel sales FYTD (Oct – Feb) were 362,768 gallons as compared 309,875 gallons in FYTD 2025, a 17% increase over the same time period. Jet sales were up 11% and Avgas sales were up 74%.*
- *FYTD 2026 fuel operations were 3,847 versus 2,133 last year.*
- *Total FYTD 2026 Airport operations were 43,942 compared to 31,977 last fiscal year for the same time period.*
- *Hangar and facility utilization continues to be 100% occupied.*

Financials

**FINANCIAL REPORT - OPERATIONS
FISCAL YEAR 2026-Q1 - ACCOUNT BALANCE**

	BUDGET	YTD ACTUAL
REVENUES	\$ 4,658,214	\$ 1,853,427
EXPENDITURES	\$ 5,588,859	\$ 1,938,373
NET YTD	\$	84,946

7. DISCUSSION AND ACTION

A. Discussion on preliminary findings from the Terminal Feasibility Study.

Dr Lee (Airport Director) informed Board members of preliminary findings from the terminal feasibility study. Conceptual floor plans and overall westside site plan exhibits were provided. Existing facilities are approximately 3,500 sf of usable space. Initial

analysis of operations and usage indicate that the terminal at minimum needs to be 8,000 sf. The consultants are recommending a 24,000 to 25,000 sf terminal depending on whether the accepted design is one or two stories. This size includes a 3,500-sf restaurant which the board responded was an essential component to have incorporated in the new terminal design. The advantages of a two-story terminal was discussed with the consensus that it is logistically preferred over a one story facility as airport administration and restaurant patrons would maintain separation from the airside operations.

8. NEW BUSINESS

No action may be taken.

9. Adjourn.

The next meeting will be held on 20 May 2026 at 5:30 pm in the City of New Braunfels Council Chambers. The meeting was adjourned at 6:21 pm.

Robert Lee, PhD, AAE
Airport Director

Date



Airport Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

5/20/2026

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee, Airport Director

SUBJECT:

Airport Director's Report