



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



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

WEDNESDAY, JANUARY 28, 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 November 19, 2025 meeting minutes. [26-112](#)

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 [26-114](#)

7. **DISCUSSION AND ACTION**

A) Discussion on requirements to be considered in planning [26-113](#) a terminal restaurant.

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

1/28/2026

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee, Airport Director

SUBJECT:

Approval of the November 19, 2025 meeting minutes.



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		
<i>* not including debt service and interfund transfers</i>				

- 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.



Robert Lee, PhD, AAE
Airport Director

Date



Airport Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

1/28/2026

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee, Airport Director

SUBJECT:

Airport Director's Report



AIRPORT DIRECTOR'S REPORT

21 JANUARY 2025

Construction Projects

- i. Perimeter security fence project 98% complete; completion expected by 31 January 2026.
- ii. Still waiting on FCT NOFO from FAA for remaining funds 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 in progress; final draft review 28 January.
- ii. Terminal feasibility study: discussing layout and options.

Operations

FYTD OPERATIONS		
YEAR	TOTAL	AVG
2018	54,160	4,513
2019	67,861	5,655
2020	68,888	5,741
2021	62,982	5,249
2022	66,386	5,532
2023	71,151	5,929
2024	78,575	6,548
2025	80,306	6,692
2026	24,840	8,280

Forecast: 99360

AIRPORT OPERATIONS: FIRST QUARTER - FISCAL YEAR COMPARISON

MONTH	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
OCT	4,719	3,405	5,752	6,647	4,589	7,092	5,193	8,421	8,817
NOV	4,229	5,023	5,273	5,766	5,000	5,080	5,500	7,114	7,796
DEC	3,474	4,720	5,503	5,403	4,616	5,914	6,395	5,588	8,227
TOTAL	12,422	13,148	16,528	17,816	14,205	18,086	17,088	21,123	24,840

FYTD FUEL OPS

FY	TOTAL	AVG
2022	6,386	532
2023	6,347	529
2024	6,078	507
2025	5,847	464
2026	8,764	730

FUEL SALES FISCAL YEAR 2026

	JET A GALLONS			100LL GALLONS			TOTAL GALLONS		
	FY24	FY25	FY26	FY24	FY25	FY26	FY24	FY25	FY26
OCT	55,276	68,001	81,147	OCT	6,897	6,732	11,174	OCT	62,173
NOV	59,565	55,825	61,793	NOV	6,287	6,609	9,997	NOV	65,852
DEC	60,112	51,178	63,161	DEC	6,587	6,241	8,316	DEC	66,699
JAN	37,009	54,212		JAN	5,400	5,796		JAN	42,409
FEB	48,375	49,294		FEB	6,233	5,987		FEB	54,608
MAR	57,909	56,570		MAR	5,939	6,062		MAR	63,848
APR	50,780	50,934		APR	5,434	7,962		APR	56,214
MAY	48,717	55,168		MAY	5,883	8,639		MAY	54,600
JUN	62,048	64,135		JUN	7,693	7,021		JUN	69,741
JUL	56,863	59,230		JUL	6,583	7,089		JUL	63,446
AUG	59,045	60,186		AUG	7,367	8,238		AUG	66,412
SEP	56,302	68,945		SEP	4,941	7,417		SEP	61,243
TOTAL	652,001	693,678	206,101	TOTAL	75,244	83,793	29,487	TOTAL	727,245
									777,471
									235,588

Forecast: **942,352**

HANGAR / FACILITY UTILIZATION

Type	Total	Occupied	Vacant	
Open Hailsheds	33	33	0	100%
Enclosed Hailsheds	22	22	0	100%
T-Hangars	40	40	0	100%
Commercial Hangars	8	8	0	100%
Airport Buildings	3	3	0	100%

Financials

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

	BUDGET	YTD ACTUAL
REVENUES	\$ 4,658,214	\$ 1,086,200
EXPENDITURES	\$ 5,588,859	\$ 1,077,633
NET YTD	\$ 8,567	



Airport Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

1/28/2026

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee, Airport Director

SUBJECT:

Discussion on requirements to be considered in planning a terminal restaurant.