



**NEW BRAUNFELS NATIONAL AIRPORT  
Airport Advisory Board Meeting  
15 November 2023**

**MINUTES**

The New Braunfels Airport Advisory Board met in regular session at 5:30 pm on the 15th day of November 2023.

Board Members Present: Al Dowling, Kurt Andersen, Jason Kern, Curtis Lepp, Wes Stamps, 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), Sebastian Lira (SimplyFLY)

**1. CALL TO ORDER.**

*The 15 November 2023 Airport Advisory Board Meeting was called to order at 5:52 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 11 OCTOBER BOARD MEETING MINUTES**

*Minutes were reviewed and approved after amending the attendance record by a unanimous vote by the Board.*

**5. CITIZENS COMMENTS**

*There were no citizen comments.*

**6. DISCUSSION AND ACTION.**

*There were no discussion items for this meeting.*

**7. NEW BUSINESS**

Airport Director's Report:

*Construction Projects*

- i. North Ramp reconstruction: Project to be bid in December.*
- ii. ATCT relocation & construction: Siting study in progress.*
- iii. Two corporate hangars nearing completion; third hangar in lease negotiations.*

*On-going Development/Business*

- i. Applied for the AIG Airport Terminal Program grant.*
- ii. New NOFO For FCT funding published; Airport applied for final design and construction.*
- iii. New Airport Admin, Haley Garza started end of October*

*Miscellaneous*

- i. Received new GPU; airport now has two on-site.*
- ii. RUSH has purchased the Canyon hangars.*
- iii. Shirt sizes for board members.*

Airport Financial Report:

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

- i. Fuel sales for FY2023 4% less than previous year: 725,583 gallons versus 753,226 gallons (FY2022). National average as reported by Avfuel rep was a decrease 25- 50%*
- ii. Previous 12-month period fuel sales were 725,583 gallons*
- iii. Airport operations monthly operations averaging 5,929 and increase over FY2022 average of 5532.*
- iv. FY2022 end showed total revenues equal to \$4,529,158 and total revenues, including transfers to the City, of \$4,553,963.*

8. Adjourn.

*The next meeting will be held on 17 January 2024 at 5:30 pm in the New Braunfels National Airport conference room. The meeting was adjourned at 6:44 pm.*

---

Dr. Robert Lee, AAE  
Airport Director

---

Date