



CITY OF NEW BRAUNFELS, TEXAS
AIRPORT ADVISORY BOARD MEETING



AIRPORT TERMINAL - CONFERENCE ROOM
2333 FM 758

WEDNESDAY, MAY 15, 2024 at 5:30 PM

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) March 20, 2024 Minutes [24-610](#)

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 Update [24-611](#)

7. **DISCUSSION OF FAA LAND USE COMPATIBILITY**

A) Memo [24-651](#)

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

5/15/2024

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee-Airport Director

SUBJECT:

March 20, 2024 Minutes



**NEW BRAUNFELS NATIONAL AIRPORT
Airport Advisory Board Meeting
20 March 2024**

MINUTES

The New Braunfels Airport Advisory Board met in regular session at 5:30 pm on the 20th day of March 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), David Spano (SimplyFLY), Pam Kraft, Pam Timmerman, Jim Mueller (MTSI), Aaron Arguin (KHYI)

1. CALL TO ORDER.

The 20 March 2023 Airport Advisory Board Meeting was called to order at 5:30 pm by Chairman, Al Dowling.

2. ROLL CALL

A quorum was confirmed with five or seven members present.

3. AIRPORT ADVISORY BOARD MISSION

Mission of the New Braunfels Airport Advisory Board was read.

4. APPROVAL OF MINUTES

January 17, 2024 Minutes: minutes were reviewed and approved by a unanimous vote of the Board.

5. CITIZENS' COMMUNICATIONS

*Pam Timmerman made a request that agenda item packet be published.
Jim Mueller (MTSI) informed Board of their electric powered aircraft operation and FAAST meeting scheduled for 0930 on 19 January 2024.*

6. REPORTS

7. DISCUSSION AND ACTION

8. NEW BUSINESS

A. Airport Update:

Construction Projects

- i. North Ramp reconstruction: contractor selected; construction to begin in the spring.
- ii. ATCT relocation & construction: Siting study/modeling in progress.
- iii. Two corporate hangars nearing completion; third hangar lease executed.
- iv. Security gates installed.

On-going Development/Business

- i. Negotiations continuing for a new 14,400 sf corporate hangar.
- ii. Submissions for funding for new fence and RY13/31 – TW A rehab.
- iii. New voice recorder system for ATCT purchased: installation scheduled for May 2024.
- iv. Fourth potential hangar to be built on the corporate TL extension; entering lease negotiations.
- v. Possible t-hangars: two developers in discussions.
- vi. Will be replacing lighting in the A-hangars with LED beginning April 2024.

Miscellaneous

- i. RS&H selected to draft a new airport specific development & design document.
- ii. Amended aviation ordinance, airport minimum standards, and rules & regulations approved by City Council.
- iii. Terminal apron and tiedown striping.
- iv. Airport Director selected to the SCCAAAE Board.
- v. FBO callout process changed.

Financials

- i. Revenues YTD are 36.3% of budget; expenditures are 36.6% of budget YTD.
- ii. Net balance YTD is \$85,387

8. Adjourn.

The next meeting will be held on 15 May 2024 at 5:30 pm in the New Braunfels National Airport conference room. The meeting was adjourned at 6:04 pm.

Dr. Robert Lee, AAE
Airport Director

Date



Airport Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

5/15/2024

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee - Airport Director

SUBJECT:

Airport Update



AIRPORT DIRECTOR'S REPORT

15 May 2024

Construction Projects

- i. North Ramp reconstruction: Phase 1 begins 13 May. During Phase 3 will repair runway crack RY13.
- ii. ATCT relocation & construction: Siting study/modeling in progress.
- iii. Two corporate hangars nearing completion; third hangar in permitting.

On-going Development/Business

- i. Negotiations continuing for a new 14,400 sf corporate hangar.
- ii. Submissions for funding for new fence and RY13/31 – TW A rehab.
- iii. New voice recorder system for ATCT installed.
- iv. Possible t-hangars: two developers in discussions.
- v. A-hangars lighting replaced with LEDs.

Miscellaneous

- i. Negotiating scope & fee for airport specific development & design document.
- ii. Open Line Technician position posted.

NEW BRAUNFELS REGIONAL AIRPORT

FUEL SALES FISCAL YEAR 2024

	JET A GALLONS			VAR
	FY21-22	FY22-23	FY23-24	
OCT	44,597	72,486	55,276	(17,210)
NOV	45,883	51,066	59,565	8,499
DEC	43,767	48,633	60,112	11,479
JAN	34,425	46,801	37,009	(9,792)
FEB	46,995	54,429	48,375	(6,054)
MAR	50,710	58,487	57,909	(578)
APR	54,190	48,683	50,780	2,097
MAY	57,070	52,662		(52,662)
JUN	69,490	50,606		(50,606)
JUL	58,030	46,612		(46,612)
AUG	77,926	42,967		(42,967)
SEP	55,059	51,999		(51,999)
TOTAL	638,142	625,431	369,026	

FYTD			% +/-
JET A FUEL SALES			
FY2023	FY2024	VAR	
380,585	369,026	-11,559	-3%

	100LL GALLONS			VAR
	FY21-22	FY22-23	FY23-24	
OCT	10,068	13,154	6,897	(6,257)
NOV	8,500	7,590	6,267	(1,323)
DEC	7,499	8,416	6,587	(1,829)
JAN	11,257	9,936	5,400	(4,536)
FEB	6,866	6,665	6,233	(432)
MAR	10,134	8,206	5,939	(2,267)
APR	8,051	6,696	5,434	(1,262)
MAY	10,520	6,179		(6,179)
JUN	10,767	7,426		(7,426)
JUL	11,382	9,519		(9,519)
AUG	9,034	7,476		(7,476)
SEP	11,006	8,832		(8,832)
TOTAL	115,084	100,095	42,757	

FYTD			% +/-
100LL FUEL SALES			
FY2023	FY2024	VAR	
60,663	42,757	-17,906	-30%

	TOTAL GALLONS			VAR
	FY20-21	FY21-22	FY23-24	
OCT	54,665	85,640	62,173	(23,467)
NOV	54,382	58,656	65,832	7,176
DEC	51,266	57,049	66,699	9,650
JAN	45,682	56,737	42,409	(14,328)
FEB	53,861	61,094	54,608	(6,486)
MAR	60,844	66,693	63,848	(2,845)
APR	62,241	55,379	56,214	855
MAY	67,590	58,841	0	(58,841)
JUN	80,257	58,032	0	(58,032)
JUL	69,412	56,131	0	(56,131)
AUG	86,960	50,443	0	(50,443)
SEP	66,065	60,831	0	(60,831)
TOTAL	753,225	725,526	411,783	

Forecast: 705,914

FYTD			% +/-
TOTAL FUEL SALES			
FY2023	FY2024	VAR	
441,248	411,783	-29,465	-7%

NEW BRAUNFELS NATIONAL AIRPORT FUEL SALES

12 MONTH HISTORICAL COMPARISON

JET A - GALLONS						100LL - GALLONS					
12-MONTH PERIOD: MAR-FEB						12-MONTH PERIOD: MAR-FEB					
21-May	36,562	22-May	57,070	23-May	52,622	21-May	9,100	22-May	10,520	23-May	6,179
21-Jun	58,018	22-Jun	69,490	23-Jun	50,606	21-Jun	9,418	22-Jun	10,767	23-Jun	7,426
21-Jul	43,471	22-Jul	58,030	23-Jul	46,612	21-Jul	10,732	22-Jul	11,382	23-Jul	9,519
21-Aug	44,153	22-Aug	77,926	23-Aug	43,083	21-Aug	9,739	22-Aug	9,034	23-Aug	7,487
21-Sep	46,902	22-Sep	55,059	23-Sep	51,999	21-Sep	8,952	22-Sep	11,006	23-Sep	8,832
21-Oct	44,597	22-Oct	72,486	23-Oct	55,276	21-Oct	10,068	22-Oct	13,154	23-Oct	6,897
21-Nov	45,883	22-Nov	51,066	23-Nov	59,565	21-Nov	8,500	22-Nov	7,590	23-Nov	6,267
21-Dec	43,767	22-Dec	48,633	23-Dec	60,112	21-Dec	7,499	22-Dec	8,416	23-Dec	6,587
22-Jan	34,425	23-Jan	46,801	24-Jan	37,009	22-Jan	11,257	23-Jan	9,936	24-Jan	5,400
22-Feb	46,995	23-Feb	54,429	24-Feb	48,375	22-Feb	6,866	23-Feb	6,665	24-Feb	6,233
22-Mar	50,710	23-Mar	58,487	24-Mar	57,909	22-Mar	10,134	23-Mar	8,176	24-Mar	5,939
22-Apr	54,190	23-Apr	48,683	24-Apr	50,780	22-Apr	8,051	23-Apr	6,696	24-Apr	5,434

TOTAL	549,673	698,160	613,948	TOTAL	110,316	113,342	82,200
AVERAGE	45,806	58,180	51,162	AVERAGE	9,193	9,445	6,850
PERCENT	83%	86%	88%	PERCENT	17%	14%	12%
HIGH	58,018	77,926	60,112	HIGH	11,257	13,154	9,519
LOW	34,425	46,801	37,009	LOW	6,866	6,665	5,400

TOTAL FUEL - GALLONS					
12-MONTH PERIOD: MAR-FEB					
21-May	45,662	22-May	67,590	23-May	58,801
21-Jun	67,436	22-Jun	80,257	23-Jun	58,032
21-Jul	54,203	22-Jul	69,412	23-Jul	56,131
21-Aug	53,892	22-Aug	86,960	23-Aug	50,570
21-Sep	55,854	22-Sep	66,065	23-Sep	60,831
21-Oct	54,665	22-Oct	85,640	23-Oct	62,173
21-Nov	54,383	22-Nov	58,656	23-Nov	65,832
21-Dec	51,266	22-Dec	57,049	23-Dec	66,699
22-Jan	45,682	23-Jan	56,737	24-Jan	42,409
22-Feb	53,861	23-Feb	61,094	24-Feb	54,608
22-Mar	60,844	23-Mar	66,663	24-Mar	63,848
22-Apr	62,241	23-Apr	55,379	24-Apr	56,214

TOTAL	659,989	811,502	696,148
AVERAGE	54,999	67,625	58,012
HIGH	67,436	86,960	66,699
LOW	45,662	55,379	42,409

AIRPORT OPERATIONS

MONTH	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	VAR 22/23	
								TOTAL	AVG
OCT	4,719	3,405	5,752	6,647	4,589	7,092	5,193	(1,899)	4,513
NOV	4,229	5,023	5,273	5,766	5,000	5,080	5,500	420	5,655
DEC	3,474	4,720	5,503	5,403	4,616	5,914	6,395	481	5,741
JAN	4,110	5,191	5,862	5,023	4,414	6,769	5,016	(1,753)	5,249
FEB	4,530	3,788	5,394	2,821	4,381	5,115	5,929	814	5,532
MAR	5,031	6,292	3,677	5,640	6,019	5,666	6,196	530	5,929
APR	4,542	5,685	3,257	4,473	4,783	4,850	5,757	907	5,712
MAY	4,498	4,796	6,314	4,522	6,524	6,248	6,248	(6,248)	39,986
JUN	4,806	7,342	6,295	5,891	6,315	5,478	6,315	(5,478)	
JUL	5,252	7,580	7,586	6,359	6,460	6,394	6,460	(6,394)	
AUG	4,996	7,765	8,070	5,165	6,163	6,211	6,211	(6,211)	
SEP	3,973	6,274	5,905	5,272	7,122	6,334	6,334	(6,334)	
TOTAL	54,160	67,861	68,888	62,982	66,386	71,151			

FYTD OPERATIONS

	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	39,986	5,712

FUELING OPERATIONS

MONTH	JETA			100LL			TOTAL					
	FY2021	FY2022	FY2023	FY2024	FY2021	FY2022	FY2023	FY2024	FY2021	FY2022	FY2023	FY2024
OCT	144	161	198	175	629	408	534	276	773	569	732	451
NOV	117	162	152	217	413	360	318	262	530	522	470	479
DEC	103	132	134	210	436	307	344	268	539	439	478	478
JAN	96	137	134	138	382	337	441	215	478	474	575	353
FEB	75	155	141	156	210	266	291	256	285	421	432	412
MAR	167	177	181	174	401	410	359	256	568	587	540	430
APR	114	164	158	170	336	329	289	226	450	493	447	396
MAY	136	165	173		368	440	297		504	605	470	0
JUN	187	184	150		385	445	322		572	629	472	0
JUL	148	181	146		448	462	376		596	643	522	0
AUG	146	182	154		401	395	316		547	577	470	0
SEP	145	165	147		399	493	323		544	658	470	0
TOTAL	1,578	1,965	1,868	1,240	4,808	4,652	4,210	1,759	6,386	6,617	6,078	2,999

FISCAL YEAR 2023 - ACCOUNT BALANCE

Oct 2023 - Apr 2024

Description	Budget	YTD Actual	Balance	Percentage
Revenues:	\$ 4,804,439	\$ 2,752,213	\$ (2,052,226)	57.3%
Expenditures:	\$ 3,421,904	\$ 2,552,439	\$ 869,465	74.6%
Airport Net:	\$ 1,382,535	\$ 199,774		

	<u>Budget</u>	<u>YTD Actual</u>
Operational Expenses	\$ 2,669,602	\$ 2,940,501
Operational Net Balance	\$ 2,134,837	\$ (188,288)



Airport Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

5/15/2024

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee-Airport Director

SUBJECT:

Memo



8 May 2024

SUBJECT: Incompatible Land Use Near the New Braunfels National Airport

Texas Local Government Code

Title 7 – Regulation of Land Use, Structures, Businesses, and Related Activities.

Subtitle C: Regulatory Authority Applying to More Than One Type of Government

Chapter 241. Municipal and County Zoning Authority Around Airports

Subchapter A. General Provisions

Sec. 241.002. LEGISLATIVE FINDINGS. The legislature finds that:

- (1) an airport hazard endangers the lives and property of users of the airport and of occupants of land in the vicinity of the airport;
- (2) an airport hazard that is an obstruction reduces the size of the area available for the landing, taking off, and maneuvering of aircraft, tending to destroy or impair the utility of the airport and the public investment in the airport;
- (3) the creation of an airport hazard is a public nuisance and an injury to the community served by the airport affected by the hazard;
- (4) it is necessary in the interest of the public health, public safety, and general welfare to prevent the creation of an airport hazard;
- (5) the creation of an airport hazard should be prevented, to the extent legally possible, by the exercise of the police power without compensation; and
- (6) the prevention of the creation of an airport hazard and the elimination, the removal, the alteration, the mitigation, or the marking and lighting of an airport hazard are public purposes for which a political subdivision may raise and spend public funds and acquire land or interests in land.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 241.003. DEFINITIONS. In this chapter:

- (6) "Compatible land use" means a use of land adjacent to an airport that does not endanger the health, safety, or welfare of the owners, occupants, or users of the land because of levels of noise or vibrations, or the risk of personal injury or property damage created by the operations of the airport, including the taking off and landing of aircraft.
- (7) "Controlled compatible land use area" means an area of land located outside airport boundaries and within a rectangle bounded by lines located no farther than 1-1/2 statute miles from the centerline of an instrument or primary runway and lines located no farther than five statute miles from each end of the paved surface of an instrument or primary runway.

Hazard zoning should protect all airports, regardless of the airport's size. Apparently, our State Legislators also feel this is important because they have tied the requirement of hazard zoning to the State's airport grant program. In addition, any airport capable of serving jet transports, business jets, or large propeller aircraft, now or in the twenty-year planning period, should consider the compatible land use planning and zoning measures.

Grant Assurances – obligations to which the City is bound.

Incompatible land use – protect the runway environs from construction of anything that would negatively impact airport operations.

The Airport Sponsor's Responsibility

The responsibility for insuring the compatible development of the airport environment and preventing tall structures that negatively affect airports rests primarily on the airport sponsor for two reasons. The first and foremost reason is that decisions on how land is developed are made at the local level. State statutes give municipalities and counties the authority to regulate land development and tall structures near airports through planning and zoning. State agencies, such as the Texas Department of Transportation, can recommend appropriate controls to be used by local governments, but the responsibility and authority for implementing such controls lie squarely and solely with local governments.

The other reason compatibility planning is a local responsibility has to do with numerous legal decisions that have placed the liability for airport operations on the local airport sponsor. The noise produced by airport operations has been the basis of various lawsuits by nearby residents and the courts have generally held that the airport sponsor is the appropriate body to be sued. The U.S. Supreme Court, in *Griggs v. Allegheny County*, has ruled that when an airport sponsor had the ability to acquire property impacted by aircraft noise but failed to do so, the airport sponsor could be held liable for the diminution of property values.

Airport compatible land uses are uses of adjacent properties that are not adversely affected by airport operations. Residential development is most sensitive to airport operations and is nearly always an incompatible land use if located close to an airport. Land uses where people congregate such as schools, churches, theaters, and hospitals also may be incompatible. Some uses are incompatible because they actually represent a danger to aircraft using an airport.

Examples of Compatible Land Uses

Airport Compatible Activities		Open Areas
Aerial survey companies	Convention centers *	Arboretum
Air cargo facilities	Gas stations	Botanical gardens
Air freight terminals	Hotels and motels *	Cemeteries
Aircraft manufacturing	Night clubs *	Farming and ranching
Aircraft repair facilities	Office buildings *	Game preserve
Aviation research and testing	Restaurants *	Golf courses
Aviation schools	Selected recreational activities	Landscape nurseries
Auto parking lots	Shopping centers *	Picnic areas
Auto storage areas	Taxi and bus terminals	Riding academies
Banks *	Trucking terminals	Sewage treatment facilities
Car rental agencies	Warehouse distribution centers	Water treatment facilities

* May require acoustical treatment

AC 150/5190-4B

1.6 Consequences of Incompatible Development.

1.6.1 Incompatible land uses such as those that pose physical obstructions, create visual distractions, and attract wildlife can threaten the safety of aircraft operations. They can also affect the safety of persons located near the airport environs. In addition, encroachment of incompatible land uses around airports may create physical constraints to safe and efficient aircraft operations, and challenges for airport capacity expansion or other needed airport development.

1.6.2 The effects of airport operations on incompatible land uses—especially noise impacts on residential areas—can create a negative perception of the airport in the local community. Airport operations can be perceived as generating negative effects on the local community, especially noise disturbances on incompatible land uses. Community opposition generated by off-site airport effects can:

- Lead to delays in airport development or require redevelopment;
- Constrain capacity expansion;
- Restrict airport operations;
- Result in more stringent environmental requirements (including greater environmental impact analysis and mitigation requirements);
- Increase public outreach requirements; and
- In some cases, lead to litigation.

1.6.3 On-Airport Economic Considerations.

When incompatible land uses result in community opposition to airport operation and expansion, there are economic consequences, such as project delays, which may result in additional costs to implement a project. For example, a delayed capacity expansion project leads to a variety of costly outcomes. These include persistent aircraft delays; diversion of aircraft to other airports; or, in extreme cases, the need to build a replacement airport at another site.

1.6.4 Off-Airport Economic Considerations.

1.6.4.1 Airports are local economic engines. They stimulate local economic activity, create employment, and generate income for local residents. When incompatible land uses around airports constrain airport use and efficient air service, local and regional jurisdictions cannot realize the full potential of airports to generate positive regional economic impacts. In addition, incompatible land use development can increase the risk of exposure to aviation accidents and expose neighboring residents to adverse environmental effects. These impacts are another cost of incompatible land uses near airports.

1.6.4.2 Coordinated compatible land use planning on the airport and in the airport environs seeks to balance development demands to optimize the benefit of the airport location to the community, and preclude hazards and adverse impacts of incompatible development on local airport and aviation facilities.

Further Consequences

- Cost for noise studies
- Violation of grant assurances: loss of grant funding
- Loss of aeronautical business