



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



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

WEDNESDAY, MARCH 12, 2025 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) January 15,2025 Minutes [25-260](#)

- 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 [25-262](#)

- 7. **DISCUSSION AND ACTION**
 - A) Discussion On the Airport Open House [25-263](#)
 - A) Discussion and Approval of Revision to the Airport [25-264](#)
Minimum Standards

- 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

3/12/2025

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee, - Airport Director

SUBJECT:

January 15,2025 Minutes



**NEW BRAUNFELS NATIONAL AIRPORT
Airport Advisory Board Meeting
15 January 2025**

MINUTES

The New Braunfels Airport Advisory Board met in regular session at 5:30 pm on the 15th day of January 2025.

Board Members Present: Kurt Andersen, Jason Kern, Curtis Lepp, Paul Wright, Wes Stamps, Travis Krug, Laura Shumaker

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

Visitors Present: Carl Collins, ATCT Manager (BAZ), David Slaughter (AOPA ASN), Craig Leavitt, David Spano (Simply Fly), Sebastian Lira, Joe Tovar

1. CALL TO ORDER.

The 15 January 2025 Airport Advisory Board Meeting was called to order at 5:30 pm by Wes Stamps.

2. ROLL CALL

A quorum was confirmed with all seven board members present.

3. AIRPORT ADVISORY BOARD MISSION

Mission of the New Braunfels Airport Advisory Board was read.

4. APPROVAL OF MINUTES

October 15, 2024 minutes were reviewed and approved by a unanimous vote of the Board.

5. CITIZENS' COMMUNICATIONS

David Slaughter spoke regarding material he had sent airport advisory board members. He commented that hangar lease rates are fair but wants more t-hangars built because of the need for aircraft storage. HE also stated he wants more support for general aviation.

David Spano (owner of Simply Fly) introduced himself and mentioned he has been operating a flight school on the airfield since 2022. Commented that the airfield is getting busier and expressed concerns about the complexity of the airspace and lack of situational awareness due to no radar. He expressed that the BAZ needs to get radar.

Joe Tovar introduced himself as a local student pilot at SimpyFly who was involved in the Bonanza/Remos near mid-air. Expressed concern about the lack of radar especially in light of the airspace around BAZ getting busier.

6. REPORTS

Airport Director's Report:

Construction Projects

- i. North Ramp reconstruction: Phase 1 completed; phase 2 awaiting paving.*
- ii. Finishing environmental & 30% design for new ATCT.*
- iii. R&R septic behind AirLift in progress.*
- iv. Terminal feasibility study.*
- v. Design Development Standards Manual.*

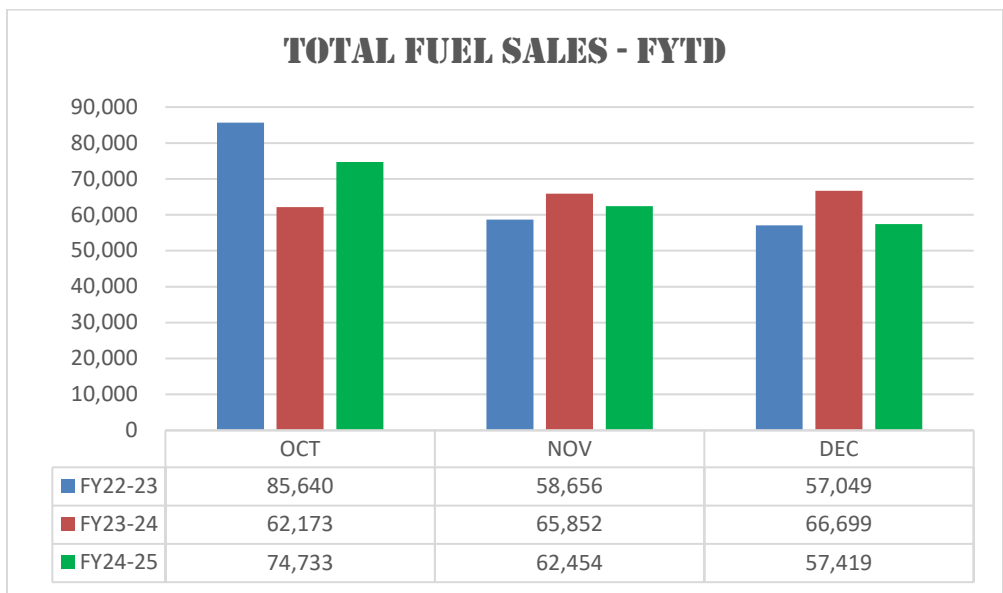
On-going Development/Business

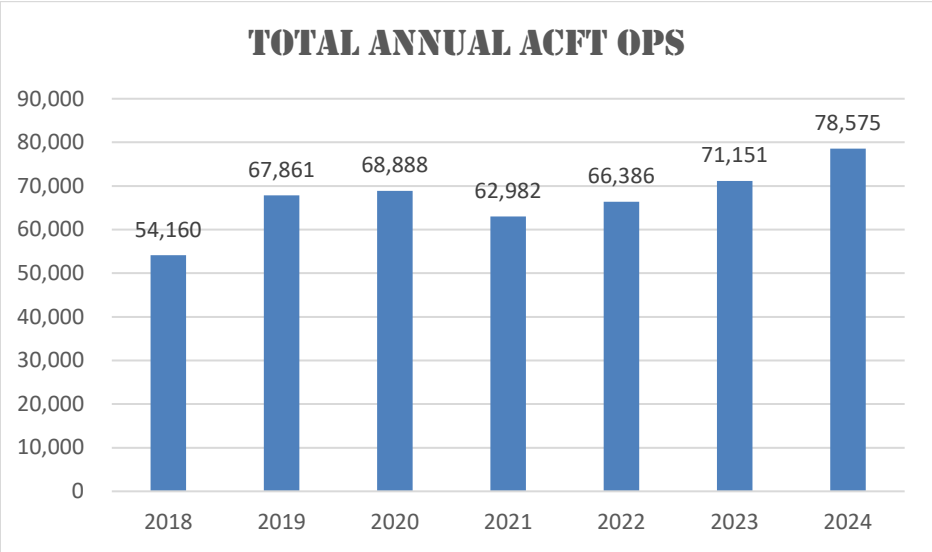
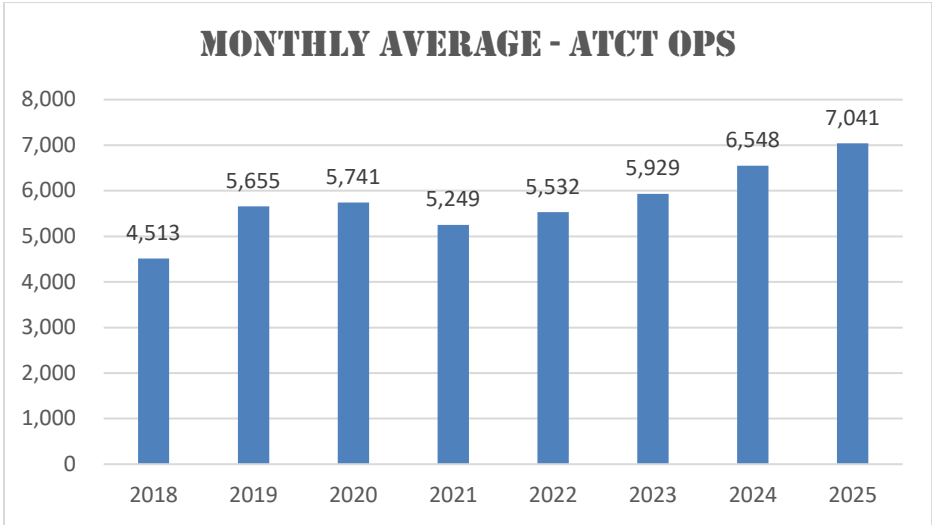
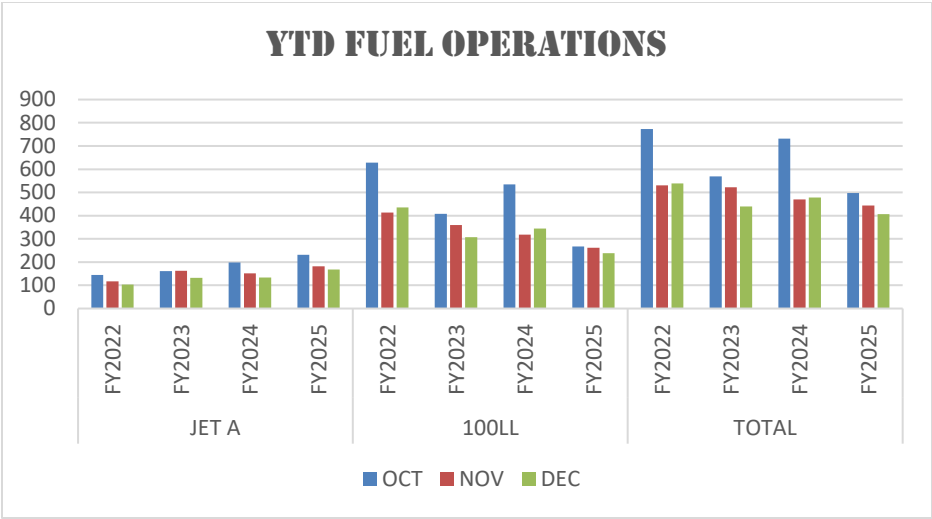
- i. Perimeter security fence project expanded to encompass entire airfield.*

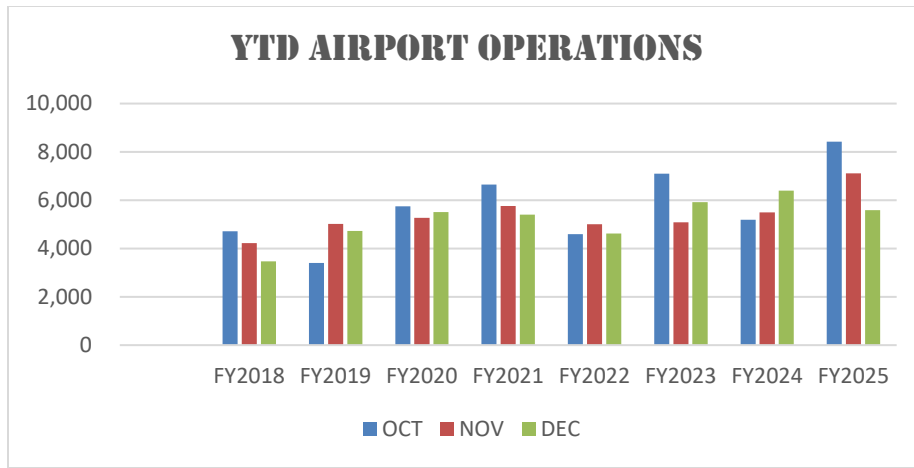
Miscellaneous

- i. DDSM and MDP in progress.*
- ii. Airport is fully staffed with 13th employee onboard 6 January.*
- iii. Bassco Services agreement*

Operations







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 2024 - ACCOUNT BALANCE					
Oct 2024 - Dec 2024					
Descripton	Budget	YTD Actual	Balance	Percentage	
Revenues:	\$ 5,391,910	\$ 777,371	\$ (4,614,539)	14.4%	
Expenditures:*	\$ 4,617,201	\$ 875,350	\$ 3,741,851	19.0%	
Airport Net:	\$ 774,709	\$ (97,979)			

* not including debt service and interfund transfers

Follow up questions to the Airport Director's report included the Terminal Feasibility Study and the new Air Traffic Control Tower. Dr. Lee explained the need for the terminal feasibility study in light of the growing need to expand capacity at the terminal. The ATC Tower schedule was described with the next round of funding to be published by the FAA later this year. Funding will be sought for final design and construction. In addition, due to concerns about the lack of radar, it was explained that the FAA no longer supports radar feeds into non-federally owned facilities; however, the FAA is working on alternate means of augmenting controllers' situational awareness.

7. DISCUSSION ON HOSTING AN AIRPORT OPEN HOUSE.

Board agreed to pursue working with Jenna from City Communications to schedule an Airport open house. Dr. Lee will touch base with Jenna first. Kurt Andersen to chair a subcommittee and follow-up with Jenna.

8. NEW BUSINESS

Another field trip, similar to the one conducted in 2021, was mentioned. Dr. Lee agreed to look into another trip to McKinney or Sugarland.

For next meeting, follow-up discussion of Airport open house.

9. Adjourn.

The next meeting will be held on 12 March 2025 at 5:30 pm in the City of New Braunfels Council Chambers. The meeting was adjourned at 6:45 pm.

Robert Lee, PhD, AAE
Airport Director

Date



Airport Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

3/12/2025

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee, - Airport Director

SUBJECT:

Airport Director's Report



Airport Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

3/12/2025

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee, - Airport Director

SUBJECT:

Discussion On the Airport Open House



Airport Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

3/12/2025

Agenda Item No. A)

PRESENTER:

Dr. Robert Lee, - Airport Director

SUBJECT:

Discussion and Approval of Revision to the Airport Minimum Standards