



**New Braunfels Regional Airport
Airport Advisory Board Meeting
19 May 2021**

Minutes

The New Braunfels Airport Advisory Board met in regular session at 5:30 pm on the 19th day of May 2021.

Board Members Present: Graham Hauptman, Tom Meyer, Mike Fogerty, Wes Stamps, Kurt Andersen, Al Dowling

Staff Present: Robert Lee, Airport Director; Brendan Haas, Airport Operations Supervisor; Priscilla Vega, Airport Administrative Assistant.

Visitors Present:

1. Call to Order.

The 19 May 2021 Airport Advisory Board Meeting was called to order at 5:32 pm by Board Chairman, Graham Hauptman.

2. Roll Call and Quorum Check.

A quorum was confirmed. New board members were introduced.

3. Mission of the New Braunfels Airport Advisory Board was read.

4. Review and Approval of the 17 March 2021 Board meeting minutes.

Minutes were reviewed and approved unanimously by the Board.

5. Citizens Comments:

There were no citizen comments.

6. Discuss and consider approval of an Airport T-Hangar Waiting List Policy.

The Airport Director presented a draft of the hangar waiting list policy and offered historical background. Board members requested clarification on how the process would be administered and suggested additional language clarifying the need for applicants to indicate that they will acquire and locate a registered airworthy aircraft within 60 days of signing a t-hangar lease. Mr. Meyers motioned with a second by Mr. Diana to submit the amended T-Hangar Waiting List policy to City Council for adoption. The Board unanimously approved adopting the new t-hangar waiting list policy.

7. Airport Director's Report

A. Airport Financial Report

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

B. Airport Operations Update

- i. Detention Pond: Project going out for bid May 2021.
- ii. ATCT radar request: no updates.
- iii. ATCT voice comm control system will be going out for bid.
- iv. National Airport designation – BAZ was reclassified as a National airport with NPIAS.
- v. VTAAA expansion – no new updates.
- vi. New T-hangar project being discussed with a private developer.
- vii. Alpha's hangar roof repairs completed. AC issue being addressed.
- viii. Hangar waiting list to go live Monday, 24 May.
- ix. CRSSA fund application details received.
- x. FY2022 Budget: resource requests include matching funds for detention pond project, additional staff, new zero turn, mowers, fencing/security gates.
- xi. Storm damage – terminal still 'flooding' during torrential rains.
- xii. New corporate hangar (DE) negotiating lease.

8. New Business for next meeting.

Request was made for Master Plan presentation.

9. The next meeting will be held on 21 July 2021 at 5:30 pm at the New Braunfels Regional Airport Terminal Conference Room.

10. Adjourn. The meeting was adjourned at 18:55 pm.



Dr. Robert Lee, DAE
Airport Director