



**NOTICE OF OPEN MEETING**  
**OCTOBER BOARD OF TRUSTEES**  
NBU Board Room, 263 Main Plaza, New Braunfels, Texas 78130  
October 31, 2024, at 1:00 PM  
[www.nbutexas.com](http://www.nbutexas.com)

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## AGENDA

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE AND INVOCATION

Board Trustee John Harrell

### PUBLIC COMMENT

### ITEMS FROM THE CHAIR

1. Resolution and Recognition of John Harrell for 15 Years of Service on the NBU Board of Trustees
2. Report from the Investment Committee
3. Review of the NBU 2025 Board Meeting Calendar
4. Any Other Items Permitted Under Section 551.0415 of the Texas Government Code

### ITEMS FROM STAFF

1. CEO's Update
    - a. Update on the NBU Marketing Campaign and Communication Plan
    - b. NBU Participates with the New Braunfels Chamber of Commerce on Intercity Visit to Franklin, Tennessee
    - c. United Way Employee Giving Campaign Results
    - d. NBU Participates in National Night Out in Magnolia Springs Neighborhood
    - e. Headwaters at the Comal Hosts Community Preview Event
    - f. National Customer Service Week Observed
    - g. Public Power Week Observed
    - h. Cybersecurity Awareness Month Observed
    - i. NBU Hosts Employee Health Fair
    - j. Winter Weatherization Preparation Presentation
    - k. NBU Employees Participate in 2024 International Lineman's Rodeo in Overland Park, Kansas
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- l. Leadership Team Participates in Annual Strategic Planning Meeting
  - m. NBU Presents at the Water Environment Association of Texas Operational Preparedness Symposium
  - n. NBU Participates in City of New Braunfels Spooktacular Community Event
  - o. New Braunfels Chamber of Commerce 2024 NB Gives Honoree
  - p. Leadership Announcement of New Hires and Position Changes: Finance and Risk Manager Jessica Coleman, Interim Cybersecurity Manager Larry Aguilar
2. Financial Update and Report

## **CONSENT ITEMS FOR ACTION**

1. Approve Minutes of the NBU Regular Board Meeting of September 26, 2024
2. Approve the Change Order Log from August 15, 2024, through September 15, 2024
3. Approve the Reports for Water and Electric Engineering Contracts from August 1, 2024, through September 15, 2024
4. Approve the Electric Line of Business Alternative Procurements from August 15, 2024, through September 15, 2024
5. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Weston Solutions, Inc. for the Design of the Dove Crossing Force Main Project
6. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Garver, LLC, for the Design of the Gruene Lift Station Expansion Project
7. Authorize the CEO or His Designee to Negotiate and Execute a Services and Goods Agreement with Droptine Utility Construction, LLC for Manhole Rehabilitation Services
8. Approve Resolution #2024-189 Authorizing and Approving (i) the Purchase of 4.87 Acres of Unimproved Real Property Commonly Known As 778 Barbarosa Road, New Braunfels, Texas (the "Property") in Connection with the FM 1101 Pump Station and Ground Storage Tank Project in an Amount Not to Exceed \$2,230,000.00 Plus Closing Costs; (ii) the CEO or His Designee to Execute Any and All Documents Necessary to Purchase the Property or, if the CEO Deems Necessary, Terminate the Subject Transaction; and (iii) Other Matters in Connection Therewith
9. Approve Resolution #2024-190 By The Board Of Trustees Of New Braunfels Utilities Approving (i) A Water Certificate Of Convenience And Necessity ("CCN") Transfer Agreement Removing 8.422 Acres Of Real Property Near The Intersection Of FM 725 And East County Line Road (The "Property") From Green Valley Special Utility District's Water CCN And Adding It To New Braunfels Utilities' Water CCN; (ii) A Sewer CCN Transfer Agreement Removing The Property From Guadalupe-Blanco River Authority's Sewer CCN And Adding It To New Braunfels Utilities' Sewer CCN; And (iii) Other Matters In Connection Therewith

10. Authorize the CEO or His Designee to Execute a Guaranteed Maximum Price Amendment with Thos. S. Byrne, Inc. for the Headwaters at the Comal Master Plan, Phase 2 for Building Interior Finish Out and Additional Landscaping

### **ACTION ITEMS**

1. Provide Governance Committee Report and Discuss and Consider Approving Proposed Revisions to the NBU Board Governance Policies

### **PRESENTATION ITEMS**

1. Report Related to the NBU Board Annual Self-Evaluation
2. One Water Program - Year in Review

### **EXECUTIVE SESSION**

The Board of Trustees may recess into Executive Session for any purpose permitted by the Texas Open Meetings Act, including but not limited to:

1. Power Supply Resources – Competitive Matters  
(Section 551.086 – Texas Government Code)
2. Deliberations Regarding Security Devices or Security Audits  
(Section 551.089 – Texas Government Code)
  - a. Discussion Regarding Network Security Information
  - b. Discussion Regarding Security Assessments or Deployments Relating to Information Resources Technology

The Board of Trustees, upon reconvening in Open Session, will discuss and consider any necessary action regarding closed session items.

### **RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY ACTION RELATING TO THE EXECUTIVE SESSION AS DESCRIBED ABOVE**

### **ADJOURN**

If you require assistance in participating at a public meeting due to a disability as defined under the Americans with Disabilities Act, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the Board Relations Coordinator at least three (3) days prior to the scheduled meeting date at (830) 629-8400 or the NBU Main Office at 263 Main Plaza, New Braunfels, Texas, for additional information.

**CERTIFICATE OF POSTING**

I, Ryan Kelso, Secretary to the Board of Trustees, do hereby certify that this Notice of Meeting was posted at the City of New Braunfels City Hall, 550 Landa Street, New Braunfels, Texas, and New Braunfels Utilities Main Office, 263 Main Plaza, New Braunfels, Texas, on the **25th day of October 2024**, and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.



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Ryan Kelso, Chief Executive Officer  
Secretary to the Board of Trustees