



NOTICE OF OPEN MEETING
DECEMBER BOARD OF TRUSTEES
NBU Board Room, 263 Main Plaza, New Braunfels, Texas 78130
December 18, 2025, at 1:00 PM
www.nbutexas.com

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE AND INVOCATION

Board Vice President Judith Dykes-Hoffmann

NBU EMPLOYEE RECOGNITIONS

1. Recognizing NBU Employee Doug Clifton for 20 Years of Service

PUBLIC COMMENT

ITEMS FROM THE CHAIR

1. Election of Officers for the NBU Board of Trustees for the Office of Vice President
2. Update from the Security Committee
3. Update from the Records Management Committee
4. Update from the Investment Committee
5. Update from the Audit Committee
6. Any Other Items Permitted Under Section 551.0415 of the Texas Government Code

ITEMS FROM STAFF

1. CEO's Update
 - a. Leadership Announcement of New Hires and Position Changes: Interim Chief Customer Officer Andrew Cummings, Director of Security Joe Vargas, Interim Director of Power Supply Kristi Villasana, Rates and Revenue Manager Azura Kerr, and Community Engagement Manager Nicole Wesley
 - b. NBU Employees Participate in the 2025 International Lineman's Rodeo
 - c. NBU Chief of Staff Rocio G. Hilliard Receives 2025 Rising Star of New Braunfels Award
 - d. New Braunfels Utilities Enterprise Communications Team Earns Excellence in Public Power Communications Award in the Video Category from the American Public Power Association
 - e. NBU Employees Participate in Ethics Week
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- f. NBU Veterans are Honored at NBU Veterans Day Celebration
 - g. Any Other Items Permitted Under Section 551.0415 of the Texas Government Code
2. Financial Update and Report, Including an Update on the Impact Fee Program Effective February 1, 2023 (referred to as Program E)
 3. Quarterly Investment Report
 4. Quarterly Drought Update Report
 5. Quarterly Update on the Headwaters at the Comal
 6. Quarterly Strategic Plan Update – First Quarter of Fiscal Year 2026
 7. Monthly NBU Headquarters Progress Update

CONSENT ITEMS FOR ACTION

1. Approve Minutes of the NBU Regular Board Meeting of October 30, 2025
2. Approve Minutes of the NBU Special Board Meeting of December 11, 2025
3. Approve the Change Order Log from September 15, 2025, through November 15, 2025
4. Approve the Reports for Water and Electric Engineering Contracts from August 1, 2025, through November 15, 2025
5. Approve the Electric Line of Business Alternative Procurements from September 15, 2025, through November 15, 2025
6. Approve the Guadalupe Blanco River Authority Canyon Hydroelectric Cost Reconciliation for Fiscal Year 2025
7. Authorize the CEO or His Designee to Negotiate and Execute a DIR Cooperative Agreement, DIR Contract No. DIR-CPO-5792, with Dell Marketing, LP for the Purchase of Computers and Other Products
8. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Source Power, LLC, for the Completion of the NBU Fiber Build Project to Provide Redundant Fiber Optic Infrastructure to NBU Facilities and Sites
9. Authorize the CEO or His Designee to Negotiate and Execute a DIR Cooperative Agreement, DIR Contract No. DIR-CPO-5832, with Executive Information Systems, LLC for the Statistical Analysis Software (SAS) Data Analytics Enterprise License and Maintenance
10. Authorize the CEO or His Designee to Negotiate and Execute a Master Software License Agreement with Inductive Automation, LLC for Ongoing Licensing and Support Services for the Water/Wastewater Supervisory Control and Data Acquisition (SCADA) System

11. Authorize the CEO or His Designee to Negotiate and Execute a Materials Agreement with D. Reynolds Company, LLC for Programmable Logic Controllers, Input/Output Modules, and Automation Components for the Water/Wastewater Supervisory Control and Data Acquisition (SCADA) System
12. Authorize the CEO or His Designee to Negotiate and Execute a DIR Cooperative Agreement, DIR Contract No. DIR-CPO-5687, with Carahsoft Technology Corporation for Secureworks/Sophos Taegis Security Platform and Subscriptions
13. Authorize the CEO or His Designee to Negotiate and Execute a Memorandum of Understanding with the City of New Braunfels to Coordinate Capital Projects Under the Capital Improvement Program
14. Authorize the CEO or His Designee to Negotiate and Execute a First Amendment to the Professional Services Agreement with Freese and Nichols, Inc. for the Design of the FM 1101 Discharge Line Project Located Generally Along FM 1101, Barbarosa Road, and Kohlenberg Road
15. Authorize the CEO or His Designee to Execute a Bank Depository Agreement, Third Party Custodian Agreement, and a Security Agreement with Frost Bank for Bank Depository Services

ACTION ITEMS

1. Discuss and Consider Accepting the Audit and Annual Comprehensive Financial Report for the Fiscal Year Ended July 31, 2025, performed by Baker Tilly US, LLP

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)

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 on a bulletin board at a place convenient to the public at the City of New Braunfels City Hall, 550 Landa Street, New Braunfels, Texas; the New Braunfels Utilities Main Office, 263 Main Plaza, New Braunfels, Texas; and the New Braunfels Utilities Customer Solutions Center, 1488 South Seguin Avenue, New Braunfels, Texas, on the **12th day of December 2025**, and remained posted continuously for at least three business days before the scheduled date of the meeting.



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