

**NEW BRAUNFELS UTILITIES**  
**APRIL BOARD OF TRUSTEES**  
**NBU BOARD ROOM, 263 MAIN PLAZA, NEW BRAUNFELS, TEXAS 78130**  
**THURSDAY, APRIL 24, 2025 AT 1:00 PM**

**MINUTES**

Board President John Harrell opened the meeting at 1:01 pm. A quorum of the NBU Board was present.

**PRESENT**

Board President John Harrell, Board Vice President Judith Dykes-Hoffmann, Board Trustee Bob Gray, Board Trustee Atanacio Campos, and Mayor Rusty Brockman

**ABSENT**

None

**NBU PERSONNEL**

Ian Taylor, Ryan Kelso, Dawn Schriewer, Connie Lock, Melissa Krause, Robin Britton, Janice Jessen, and David Hubbard

**NBU CONSULTANTS**

None

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE AND INVOCATION**

Board Trustee Stuart Blythin

**NBU EMPLOYEE RECOGNITIONS**

1. Retirement Recognition of Hector Montanez

**PUBLIC COMMENT**

**ITEMS FROM THE CHAIR**

1. Report from the Investment Committee
2. Any Other Items Permitted Under Section 551.0415 of the Texas Government Code

**ITEMS FROM STAFF**

1. CEO's Update

Leadership Announcement of Position Changes: Director of Customer Solutions, Andrew Cummings; Electric Operations, Manager Coby Henk; and Water Operations Manager, Doug Clifton

NBU Employee Rocio G. Hilliard Invited to Participate in the University of Idaho's Energy Executive Course

CEO Roadshow: Presentations at New Braunfels Lions Club and Comal County Commissioners Court

OneWater Events: Building in the Texas Hill Country Workshop; Texas Water Conference Panel Moderator on Regional Discussion of OneWater

Conservation and Customer Solutions Events: Agrifest Booth Hosted by Comal County Master Gardeners; Vintage Oaks Xeriscape Fair; Thru the Chute Race Participant

Career Days at Seele Elementary and Comal Creek Elementary Schools

NBU Hosts All-Employee Event

NBU Observes Earth Day, in Partnership with New Braunfels Parks and Headwaters of the Comal

NBU Receives American Public Power Association ("APPA") Safety Award of Excellence

Headwaters at the Comal Events and Updates: Inaugural "Protecting Water Resources with Low Impact Development" Workshop; Texas Children in Nature Regional Partnership Kickoff; and Native Plant Society of Texas hosting the Spring Native Plant Sale

NBU Observes Records and Information Management Month

NBU Observes Safety Week and Go Orange Day

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 Capital Update
4. Monthly NBU Headquarters Progress Update

#### **CONSENT ITEMS FOR ACTION**

1. Approve Minutes of the NBU Regular Board Meeting of March 27, 2025
2. Approve the Change Order Log from February 15, 2025, through March 15, 2025
3. Approve the Electric Line of Business Alternative Procurements from February 15, 2025, through March 15, 2025
4. Approve the Reports for Water and Electric Engineering Contracts from August 1, 2024, through March 15, 2025
5. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with R.L. Jones, LP, for the Construction of the Simon Street Water and Wastewater Improvements Project

6. Authorize the CEO or His Designee to Negotiate and Execute AIA Document G802-2017, Amendment to the Professional Services Agreement between New Braunfels Utilities and Lake|Flato Architects, Inc. for (i) Formalization of Additional Service Requests (“ASRs”) from Project Inception to Present; (ii) Extension of Phase 2 Construction Administration; (iii) Completion of Phase 3 Construction Documentation, Phase 3 Construction Administration, and Extension of Phase 3 Construction Administration; and (iv) Additional Services for Completion of Phase 4 Construction Documentation, Phase 4 Permitting, and Phase 4 Construction Administration

## **ACTION ITEMS**

1. Discuss and Consider Adoption of Resolution #2025-195 Relating to the Issuance of the “City of New Braunfels, Texas Utility System Revenue Refunding Bonds, Series 2025” and Resolving Other Matters Related Thereto
2. Discuss and Consider Approval and Authorization to Select the Underwriting Team for the City of New Braunfels, Texas, Utility System Revenue Refunding Bonds, Series 2025

## **PRESENTATIONS**

1. Presentation on Status of Gonzales Carrizo Water Supply Project

## **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. Consultation with Attorney Regarding Pending or Contemplated Litigation, Settlement Offer, or Other Matters Protected by Attorney-Client Privilege  
(Section 551.071 – Texas Government Code)
  - a. Discuss Legal Matters Relating to the Gonzales Carrizo Water Supply Project
2. Deliberation Regarding Security Devices or Security Audits  
(Section 551.089 – Texas Government Code)
  - a. Deliberate Security Assessments or Deployments Relating to Information Resources Technology, Network Security Information, and the Deployment or Implementation of Critical Utility Infrastructure

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. For in-person inquiries, please visit the New Braunfels Utilities Customer Solutions Center at 1488 South Seguin Avenue, New Braunfels, Texas.

### **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, 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 **17th day of April 2025**, 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