



NOTICE OF OPEN MEETING
JANUARY BOARD OF TRUSTEES
NBU Board Room, 263 Main Plaza, New Braunfels, Texas 78130
January 30, 2025, at 1:00 PM
www.nbutexas.com

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE AND INVOCATION

Board Trustee Yvette Villanueva Barrera

NBU EMPLOYEE RECOGNITIONS

1. Presentation of Years of Service Pins to Employees John Espinosa (20 years) and John Krause (35 years)

PUBLIC COMMENT

ITEMS FROM THE CHAIR

1. NBU Board Committee Assignments
2. Any Items Permitted Under Section 551.0415 of the Texas Government Code

ITEMS FROM STAFF

1. CEO's Update
 - a. Leadership Announcement of Position Changes: Data Strategy Manager Peter Vanderstoep and Power Supply Manager Kristi Villasana
 - b. NBU's Response to the January 2025 Winter Storm
 - c. NBU Employee Holiday Party
 - d. NBU Executive Strategic Retreat
 - e. Monster Detective Program Update
 - f. 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. Power Stabilization Fund Update

CONSENT ITEMS FOR ACTION

- [1.](#) Approve Minutes of the NBU Regular Board Meeting of December 12, 2024
- [2.](#) Approve Minutes of the NBU Special Board Meeting of January 16, 2025
- [3.](#) Approve the Change Order Log from November 15, 2024, through December 15, 2024
- [4.](#) Approve the Reports for Water and Electric Engineering Contracts from August 1, 2024, through December 15, 2024
- [5.](#) Approve the Electric Line of Business Alternative Procurements from November 15, 2024, through December 15, 2024
- [6.](#) Approve Proposed Revisions to the NBU Community Advisory Panel (“CAP”) Bylaws
- [7.](#) Appoint Joe Castilleja and Julissa Vela to the CAP and Appoint Dr. Les Shepard as CAP Vice Chair
- [8.](#) Approve Changes to the List of Authorized Representatives at TexPool and Authorize the Board President and CEO/Board Secretary to Execute Documentation in Connection Therewith
- [9.](#) Adopt Resolution #2025-193 Approving Revisions to the Investment Policy and Other Matters in Connection Therewith
- [10.](#) Approve Staff Recommendation to Reject All Proposals Submitted for RFP #24-0061 Relating to the Integrated Risk Management and Settlements Software Solicitation
- [11.](#) Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Cash Construction Company, Inc. for the Construction of the McKenzie Interceptor Upgrade Project
- [12.](#) Authorize the CEO or His Designee to Negotiate and Execute a Second Amendment to the Professional Services Agreement with Pawelek and Moy, Inc. for the Design of the Sewer Infrastructure Replacement Package Two Project for Four Construction Locations, Including Landa Street, Fredericksburg Road, Sundance Parkway, and Elizabeth Avenue, New Braunfels, Texas
- [13.](#) Authorize the CEO or His Designee to Negotiate and Execute a Second Amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc. for the Design of the Saengerhalle North Interceptor Project
- [14.](#) Authorize the CEO or His Designee to Negotiate and Execute a Third Amendment to the Professional Services Agreement with Alan Plummer and Associates, Inc. for the Design of the Goodwin Lane Water Main Project
- [15.](#) Authorize the CEO or His Designee to Negotiate and Execute a Third Amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc. for the Design of the I-35 Interceptor Upgrade Project

- [16.](#) Authorize the CEO or His Designee to Negotiate and Execute a Third Amendment to the Professional Services Agreement with Freese and Nichols, Inc. for the Design of the Trinity Water Treatment Plant and Pump Station Expansion Project
- [17.](#) Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Arcadis, U.S., Inc. for the Design of the Highway 46 Water Line (Mission) Phase 2 Project
- [18.](#) Authorize the CEO or His Designee to Approve Additional Construction Contract Contingency with Pesado Construction Company in the Amount of \$209,730.00 for the Construction of the Solms Lift Station Expansion Project.
- [19.](#) Ratify a Construction Contract with Pesado Construction Company Executed by the CEO for the Emergency Repair of a Break in the Solms Force Main
- [20.](#) Authorize the CEO or His Designee to Negotiate and Execute an Interlocal Purchasing Agreement with the City of Kyle to Contract Directly with OPIN, LLC dba American FR and Safety for Use of Web-Based Uniform Purchase Program
- [21.](#) Authorize the CEO or His Designee to Execute AIA Document A133 - Guaranteed Maximum Price Amendment No. 5 with Thos. S. Byrne, Inc. for the Headwaters at the Comal Master Plan, Phase 2 for the Klingemann Parking Lot

ACTION ITEMS

- [1.](#) Discuss and Consider Approval of the NBU Strategic Plan and Annual Priorities for Fiscal Year 2026 and Fiscal Year 2027
- [2.](#) Authorize the CEO or His Designee to Negotiate and Execute AIA Document A133—Guaranteed Maximum Price Amendment No. 2 with SpawGlass Contractors, Inc., for the New Braunfels Utilities Headquarters Facility Project Located on a 76-acre Tract of Property at the Intersection of Engel Road and IH-35 for Electrical Gear and Generator
- [3.](#) Authorize the CEO or His Designee to Negotiate and Execute AIA Document A133—Guaranteed Maximum Price Amendment No. 3 with SpawGlass Contractors, Inc., for the New Braunfels Utilities Headquarters Facility Project Located on a 76-acre Tract of Property at the Intersection of Engel Road and IH-35 for Site Package One, Site Utilities, Texas Department of Transportation Improvements, and Demolition
- [4.](#) Discuss and Consider Adoption of Resolution #2025-194 of the Board of Trustees of New Braunfels Utilities Recommending and Requesting that the New Braunfels City Council Take Certain Actions with Respect to an Application to the Texas Water Development Board’s Lead Service Line Replacement Program; Finding the Resolution to Have Been Considered Pursuant to the Laws Governing Open Meetings; Providing a Severability Clause; Establishing an Effective Date; and Other Matters in Connection Therewith

PRESENTATION ITEMS

- [1.](#) Presentation on Remapping the Area Bounded by NBU's Certificate of Convenience and Necessity and Service Territory for Water and Wastewater

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. 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 Gonzales Carrizo Water Supply Project
 - b. Discuss Proposed High-Density Multifamily Developments Platted as Minor Plat
3. Personnel Matters – CEO Semi-Annual Evaluation
(Section 551.074 – 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 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 on the **24th day of January 2025**, and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.



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

Purchased power costs totaled \$7,386,000, which was \$2,664,000 less than the budgeted amount of \$10,050,000. Electric gross margin, which is total operating revenues minus purchased power, resulted in the amount of \$5,889,000 for the month of December and \$28,650,000 YTD. These amounts were \$838,000 less and \$4,979,000 less than the budgeted amount of \$6,727,000 Month-to-Date (“MTD”) and \$33,629,000 YTD. Other operating expenses were greater than budget by \$28,000. These items resulted in the Electric Line of Business reporting net operating income of \$2,715,000, which was \$866,000 less than the budgeted amount of \$3,581,000. Net non-operating items provided an unfavorable variance from budget of \$345,000. Services income was less than budget by \$155,000. The Electric Line of Business reported December 2024 CNPAC of \$1,684,000 and YTD CNPAC of \$11,807,000. These amounts were \$1,366,000 less and \$2,665,000 less than their respective December 2024 MTD and December 2024 YTD budget amounts.

Water

The Water Line of Business reported total operating revenues of \$3,250,000, a \$11,000 increase, or 0.34%, from the December budgeted amount of \$3,239,000. In December, water gallons sold of 305,551,000 was less than the budgeted amount of 324,692,000 (a 19,142,000-gallon variance from budget, or 6%). NBU’s net realized price per 1,000 gallons sold in December was \$10.36, which was greater than the budgeted amount of \$9.64. Operating expenses for December were \$4,381,000, which was \$41,000 greater than the budgeted amount of \$4,340,000. The net effect of greater revenues and operating expenses than budgeted resulted in the Water’s net operating income of \$(1,131,000), which was less than budget. Net non-operating items provided an unfavorable variance of \$133,000 from budget. Impact fees of \$1,186,000 were less than budget by \$341,000, and services income of \$115,000 was less than budget by \$3,000. The Water Line of Business reported December 2024 CNPAC of \$(264,000) and YTD CNPAC of \$8,268,000. These amounts were \$507,000 less than and \$5,129,000 greater than their respective December 2024 MTD and December 2024 YTD budget amounts.

Wastewater

The Wastewater Line of Business reported total operating revenues of \$3,138,000, a \$74,000 decrease, or 2%, from the December budgeted amount of \$3,212,000. Total operating expenses of \$2,738,000 were \$112,000 less than the budgeted amount of \$2,850,000. As a result, the Wastewater Line of Business reported net operating income of \$400,000, which was \$38,000 greater than the budgeted amount of \$362,000. Net non-operating items provided an unfavorable variance of \$16,000 from budget. Impact fees were less than budget by \$154,000, and capital participation fees were less than budget by \$173,000. The Wastewater Line of Business reported December 2024 CNPAC of \$454,000 and YTD CNPAC of \$7,572,000. These amounts were \$304,000 less than and \$4,210,000 greater than their respective December 2024 MTD and December 2024 YTD budget amounts

LINK TO STRATEGIC PLAN

Financial Excellence

EXHIBITS

1. Overview Comparison to Budget and Prior Fiscal Year
2. Financial Statements
3. Capital Expenditure Summary
4. Statistics - Electric (Provided separately due to competitive matters)
5. Statistics - Water
6. Statistics - Wastewater

Financial Update



- **December 2024 Financials**

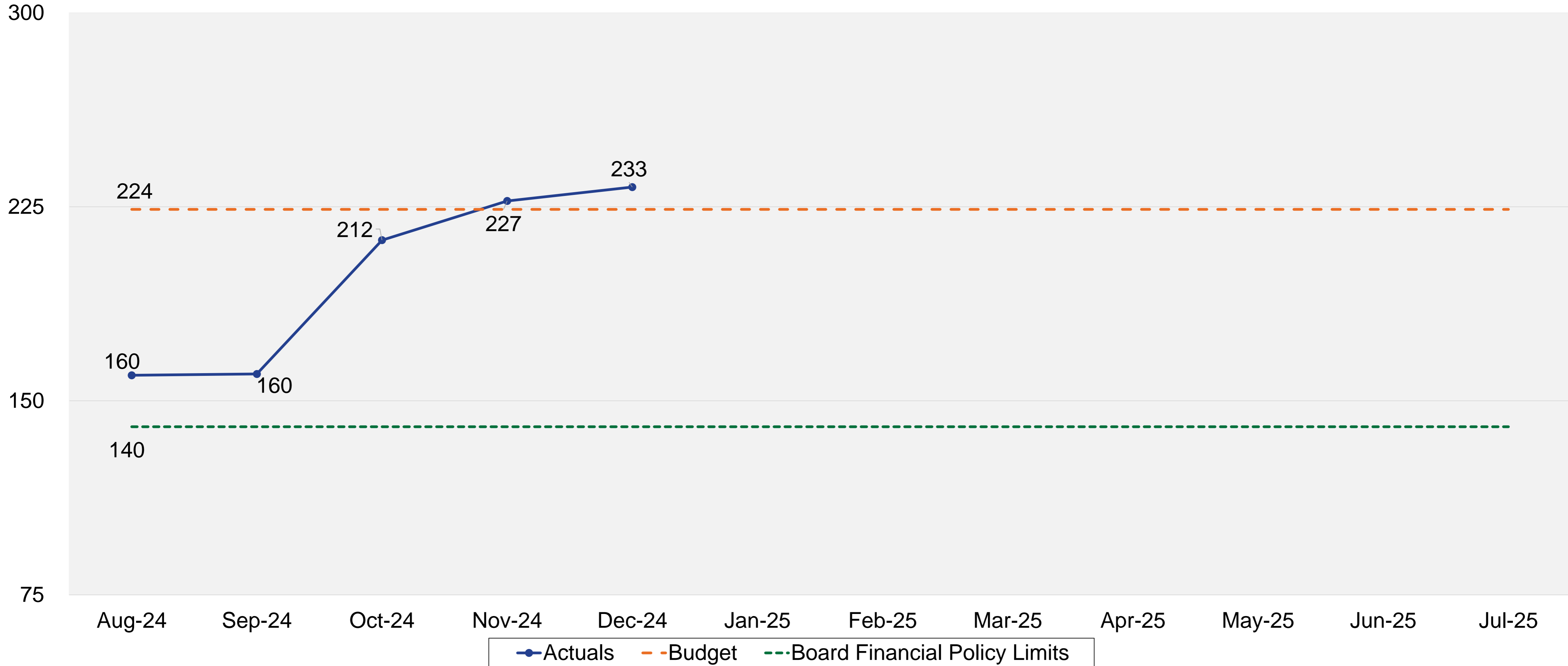
- Kimberly Huffman, Accounting Manager

Board Financial Policy Compliance - December 2024 YTD

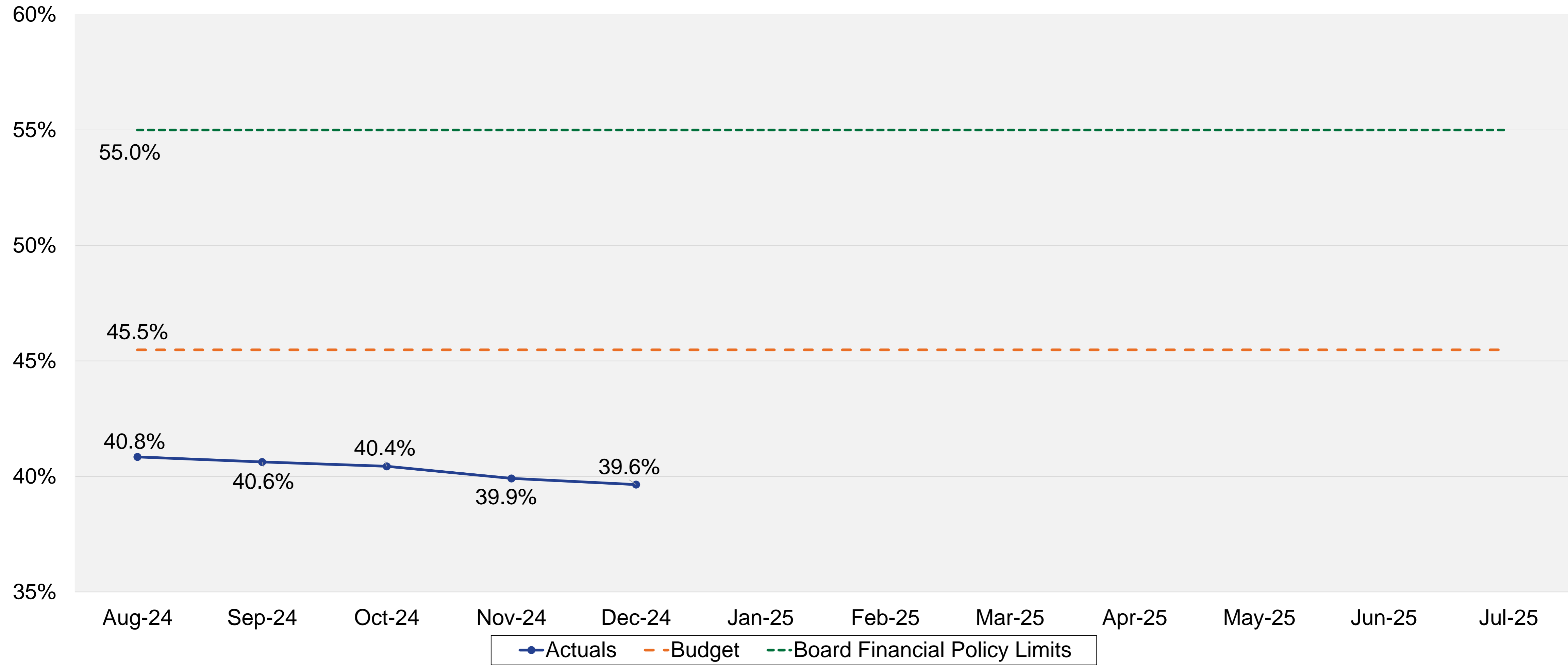
	FY 2024 Actual	FY 2025 Budget	Financial Policy	FY 2025 Actual*
Debt to Capitalization (lower is better)	41.1%	45.5%	≤55.0%	39.6%
Debt Service Coverage (higher is better)	5.14	4.71	≥2.40	4.91
Days Cash on Hand (higher is better)	208	224	≥140	233
Days Liquidity on Hand (higher is better)	495	N/A	N/A	397

* Amounts are calculated by annualizing the YTD results

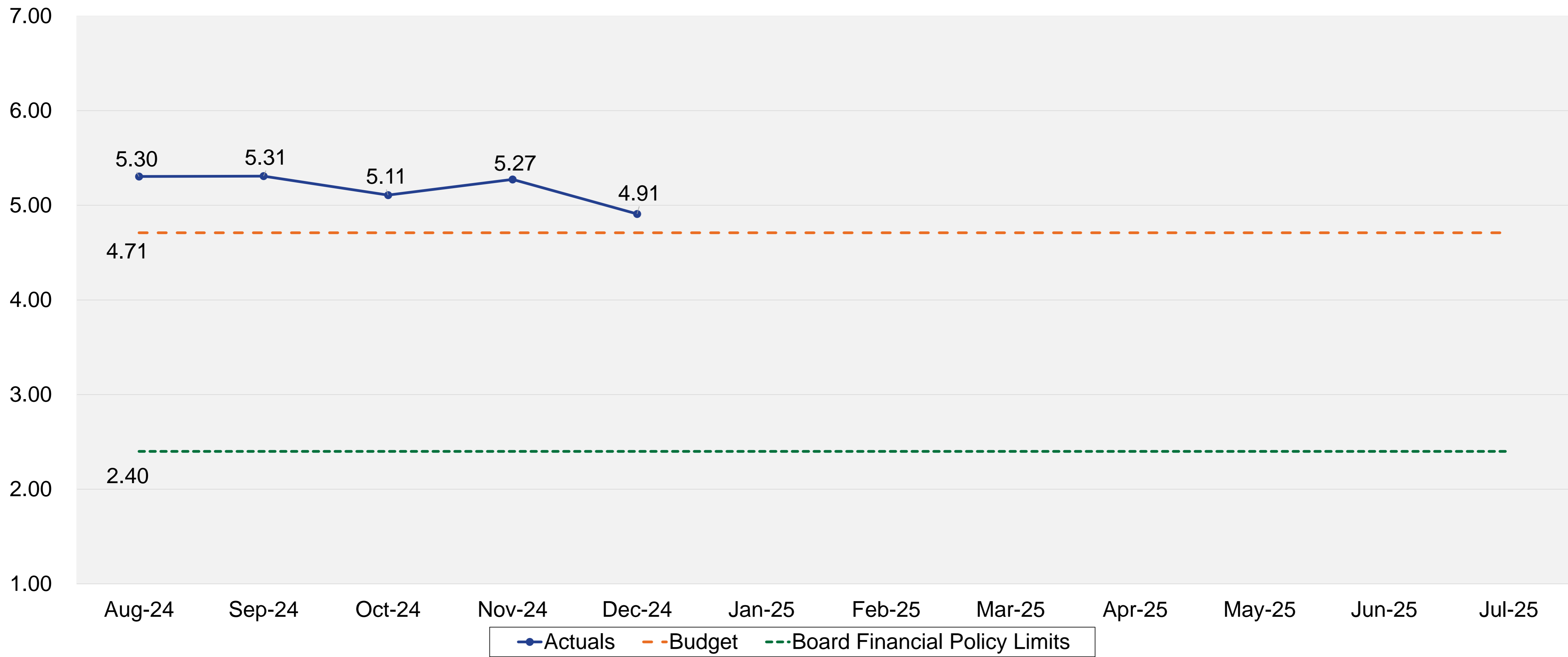
Days Cash on Hand - December 2024 YTD



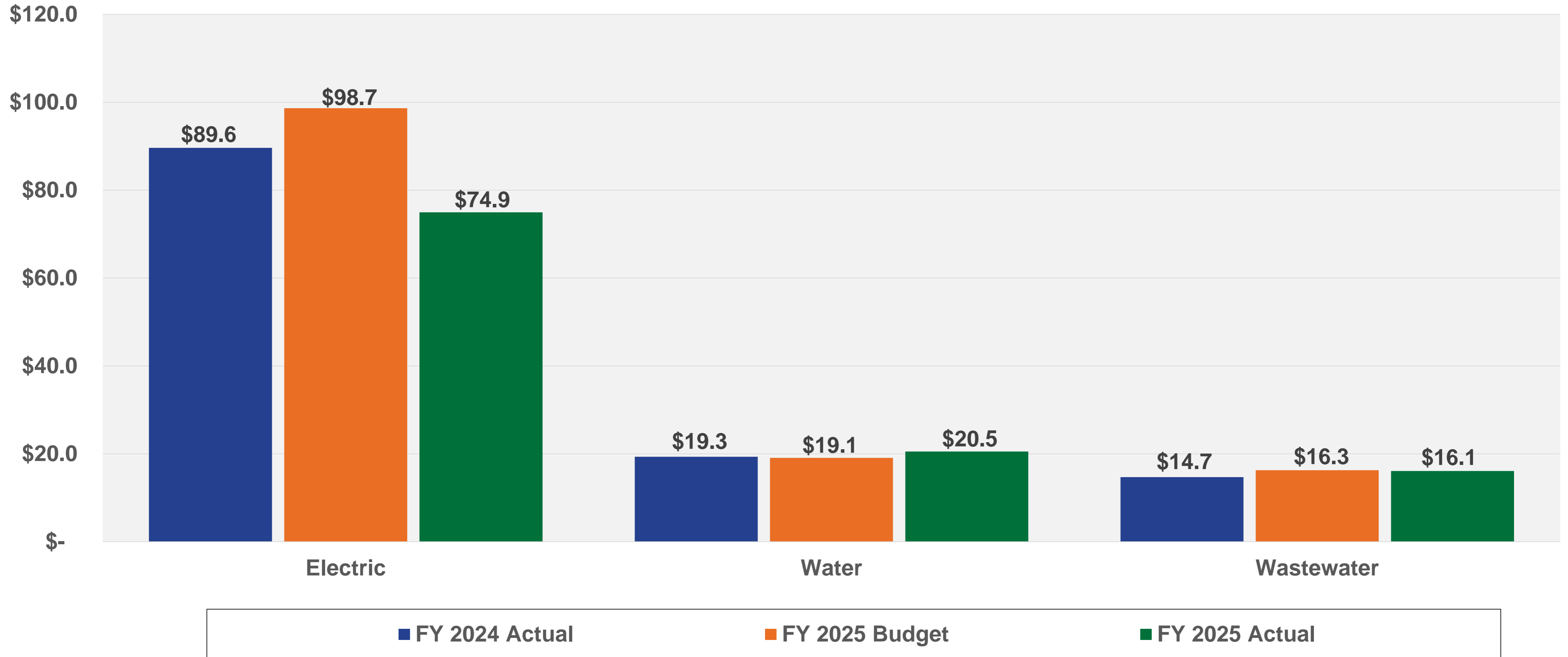
Debt to Capitalization - December 2024 YTD



Debt Service Coverage - December 2024 YTD

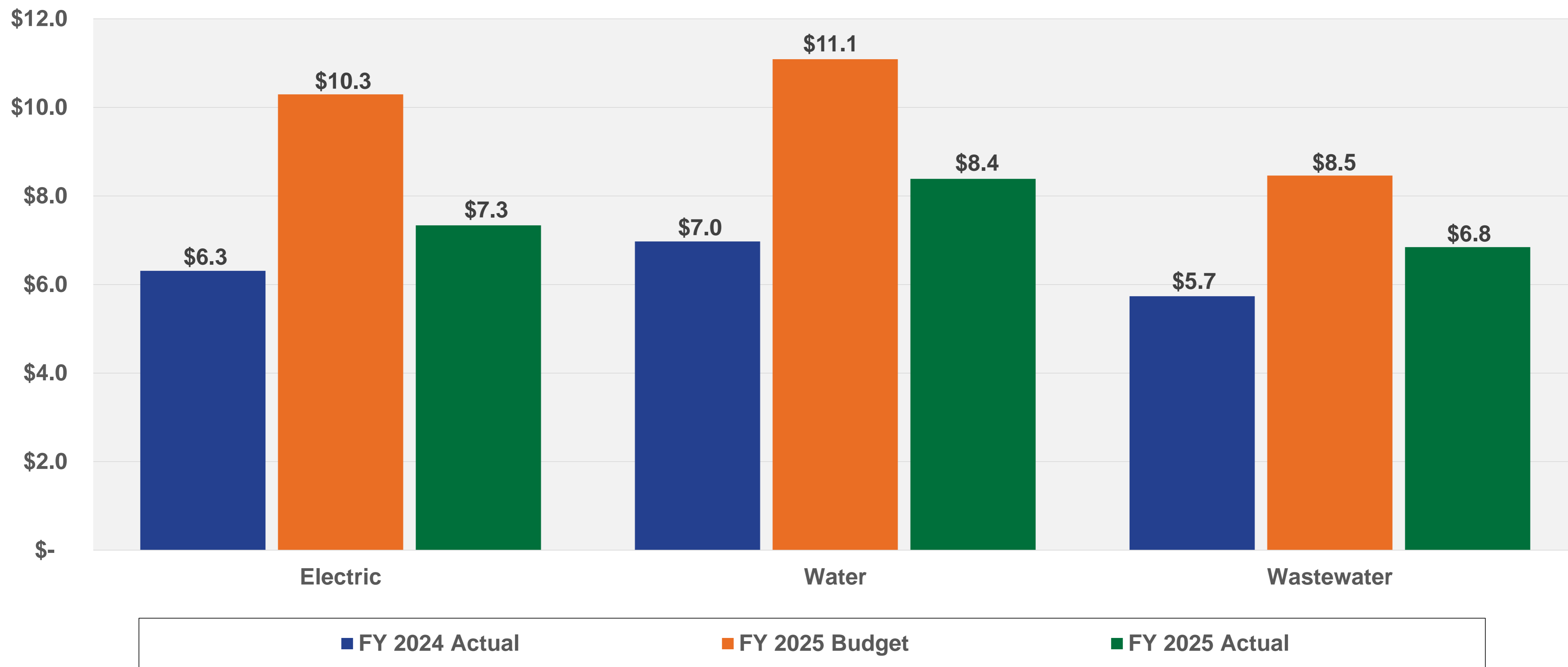


Operating Revenue by LOB December 2024 YTD – Amounts in Millions



Operating Expenses* by LOB

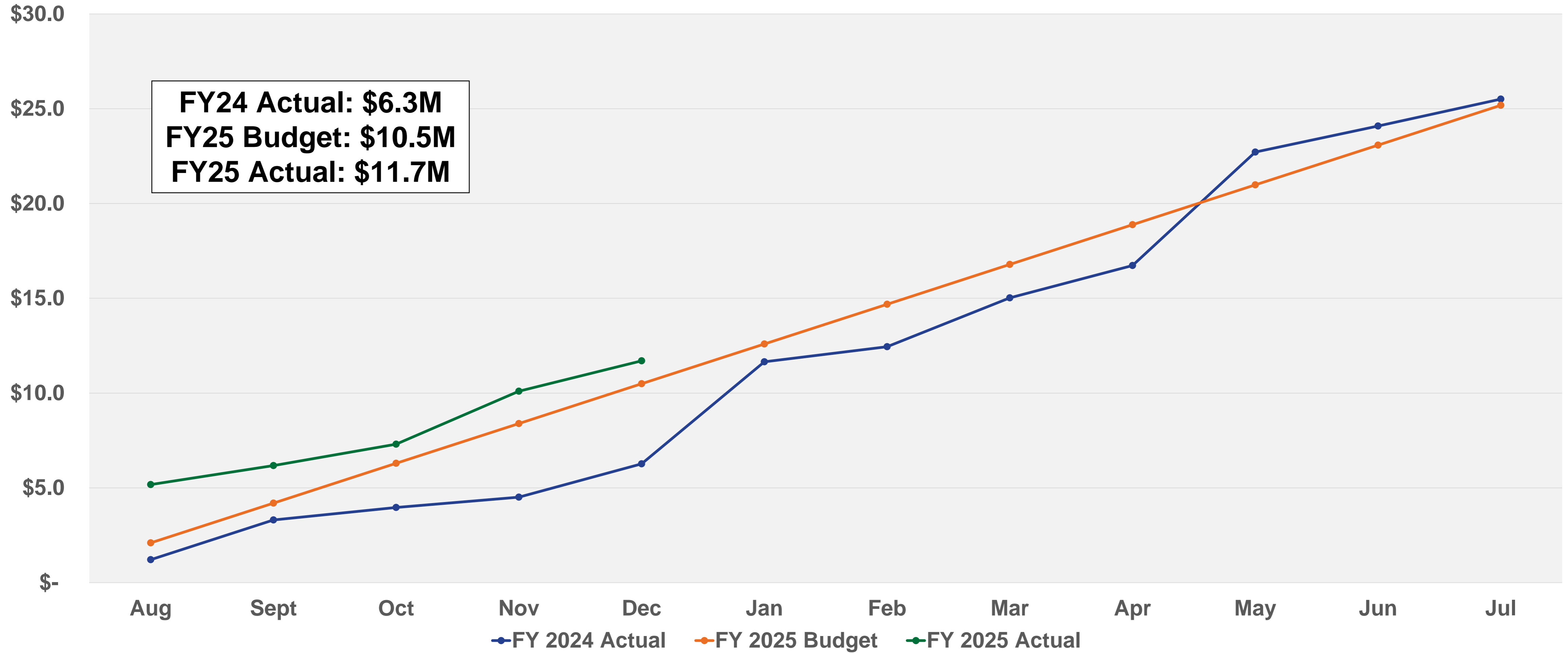
December 2024 YTD – Amounts in Millions



*Excludes purchased power, purchased water, and depreciation expense

Impact Fee Revenues

December 2024 YTD – Amounts in Millions*



* Amounts shown are YTD for each month

Mission

Strengthening our community by providing resilient essential services



Vision

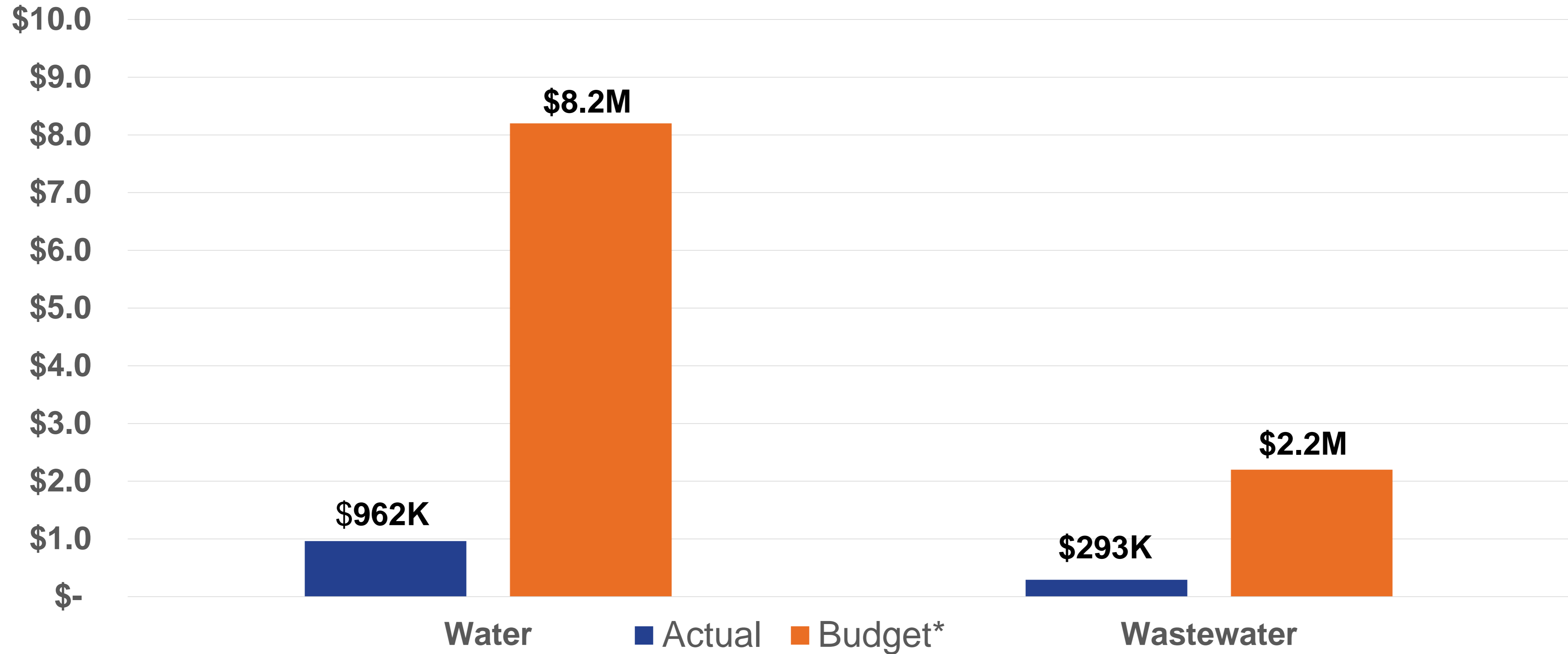
Be a trusted community partner dedicated to excellence in service



Core Values

Safety, Team, Integrity, Culture, and Stewardship

Impact Fees Collections-Program E Update – December 2024 - Amount in Millions*



* Fiscal year budget amount

Mission

Strengthening our community by providing resilient essential services



Vision

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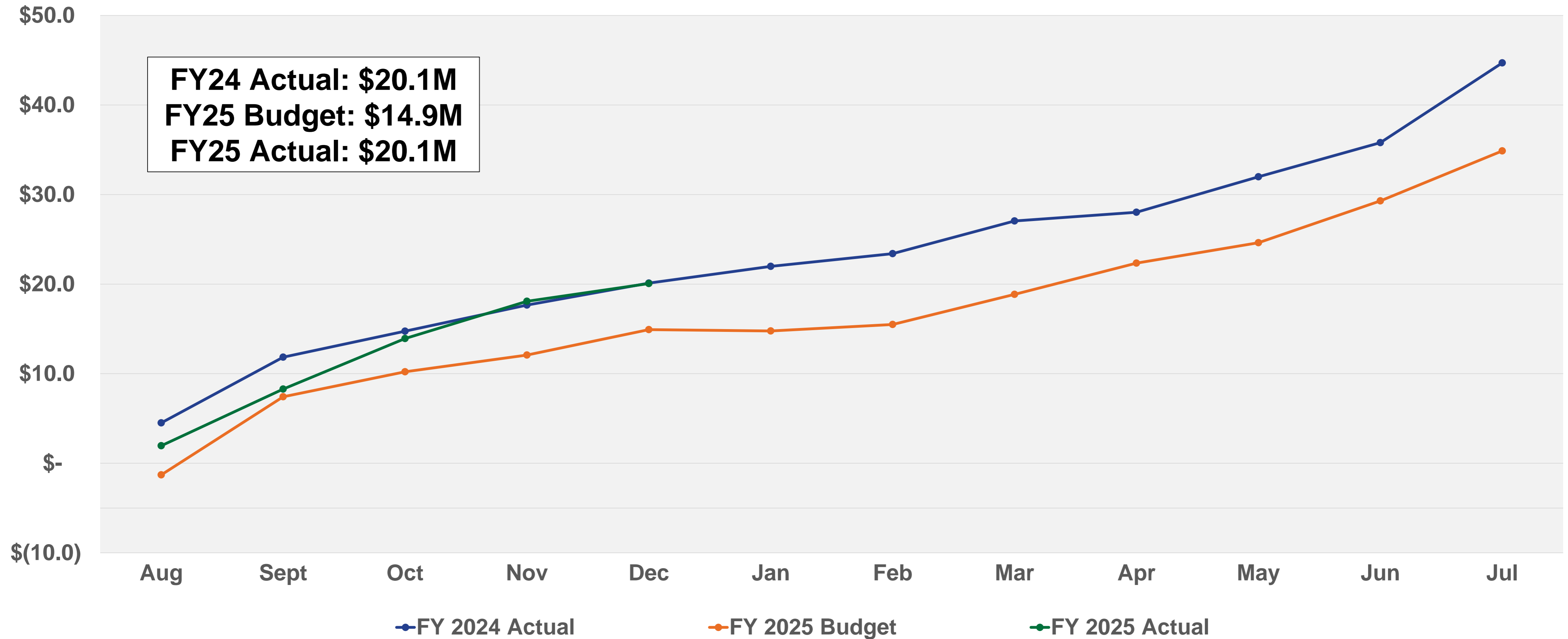
Core Values

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Power Supply Reserves Update- December 2024

	Power Stabilization Fund FY25	Power Stabilization Fund Full, FY28
As of FY25 Budget		
Target	\$50M	\$95M
As of December 31, 2024	\$41.5M	\$41.5M

Net Operating Income December 2024 – Amounts in Millions*



* Amounts shown are YTD for each month

Mission

Strengthening our community by providing resilient essential services



Vision

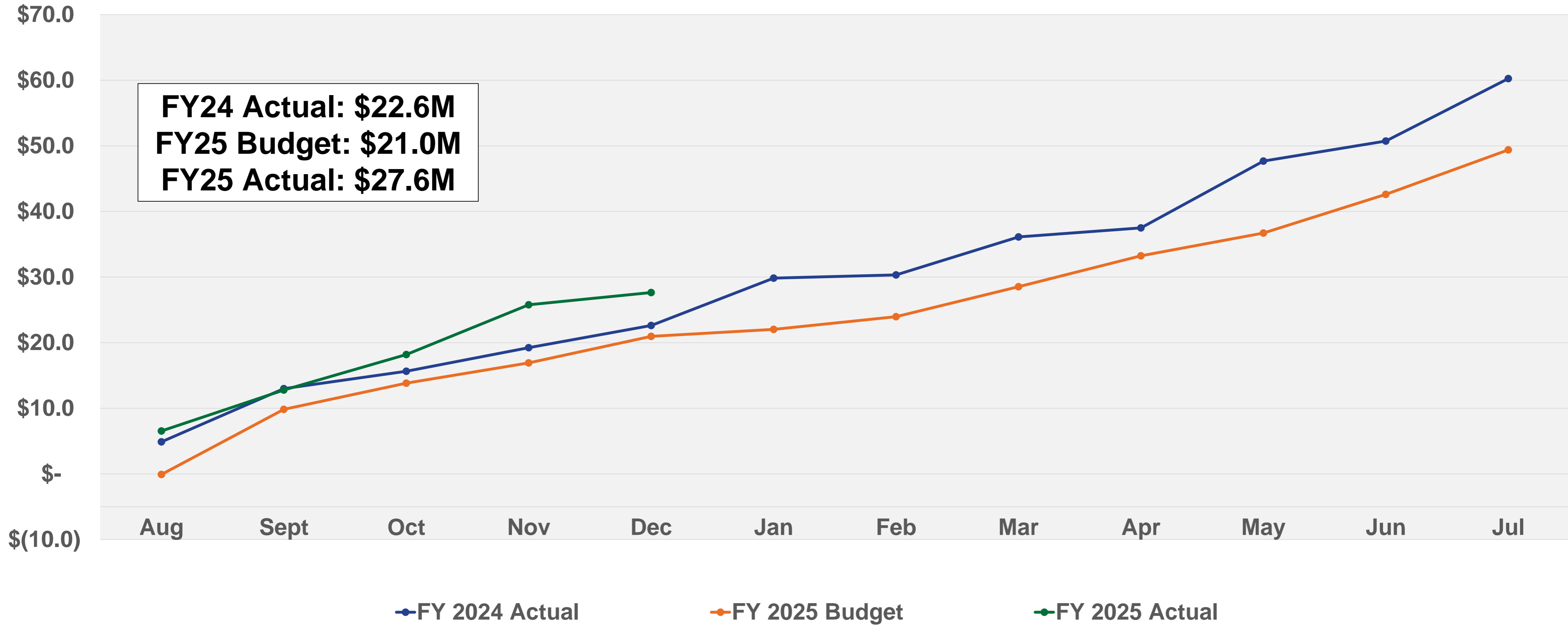
Be a trusted community partner dedicated to excellence in service



Core Values

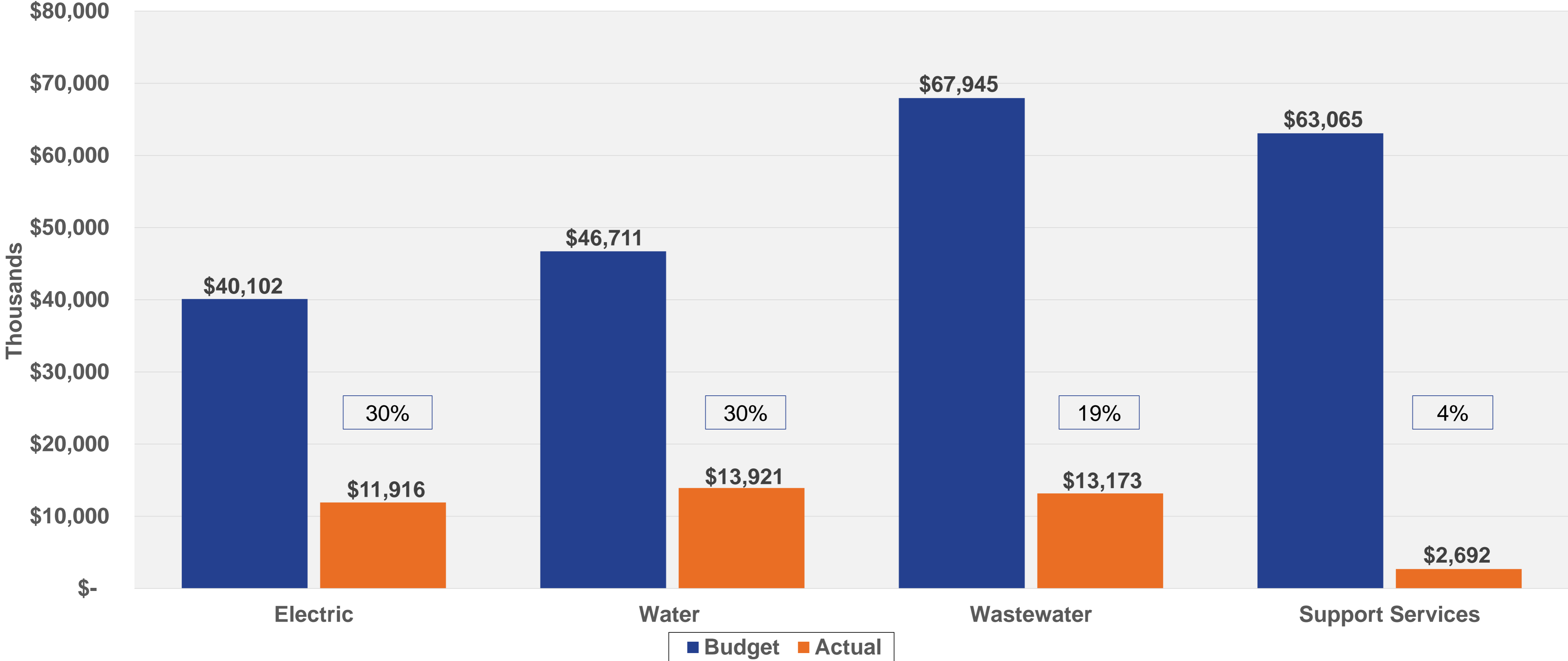
Safety, Team, Integrity, Culture, and Stewardship

Change in Net Position After Contributions December 2024 – Amounts in Millions*



* Amounts shown are YTD for each month

Capital Project Expenditures December 2024 YTD – Amounts in Thousands



Questions?



Meeting Date: January 30, 2025 **Agenda Type:** Items from Staff

From: Missy Quent **Reviewed by:** Dawn Schriewer
Energy Risk Manager Chief Financial Officer

Submitted by: Dawn Schriewer **Approved by:** Ryan Kelso
Chief Financial Officer Chief Executive Officer

RECOMMENDED ACTION: Power Stabilization Fund Update

Power Stabilization Fund Update

- NBU Board of Trustees Meeting

- January 30, 2025



TEA Analysis

- Reviewed last years calculation and updated data
- Conducted analysis based on stochastic modeling
- Looked at 1000 iterations

Mission

Strengthening our community by providing resilient essential services

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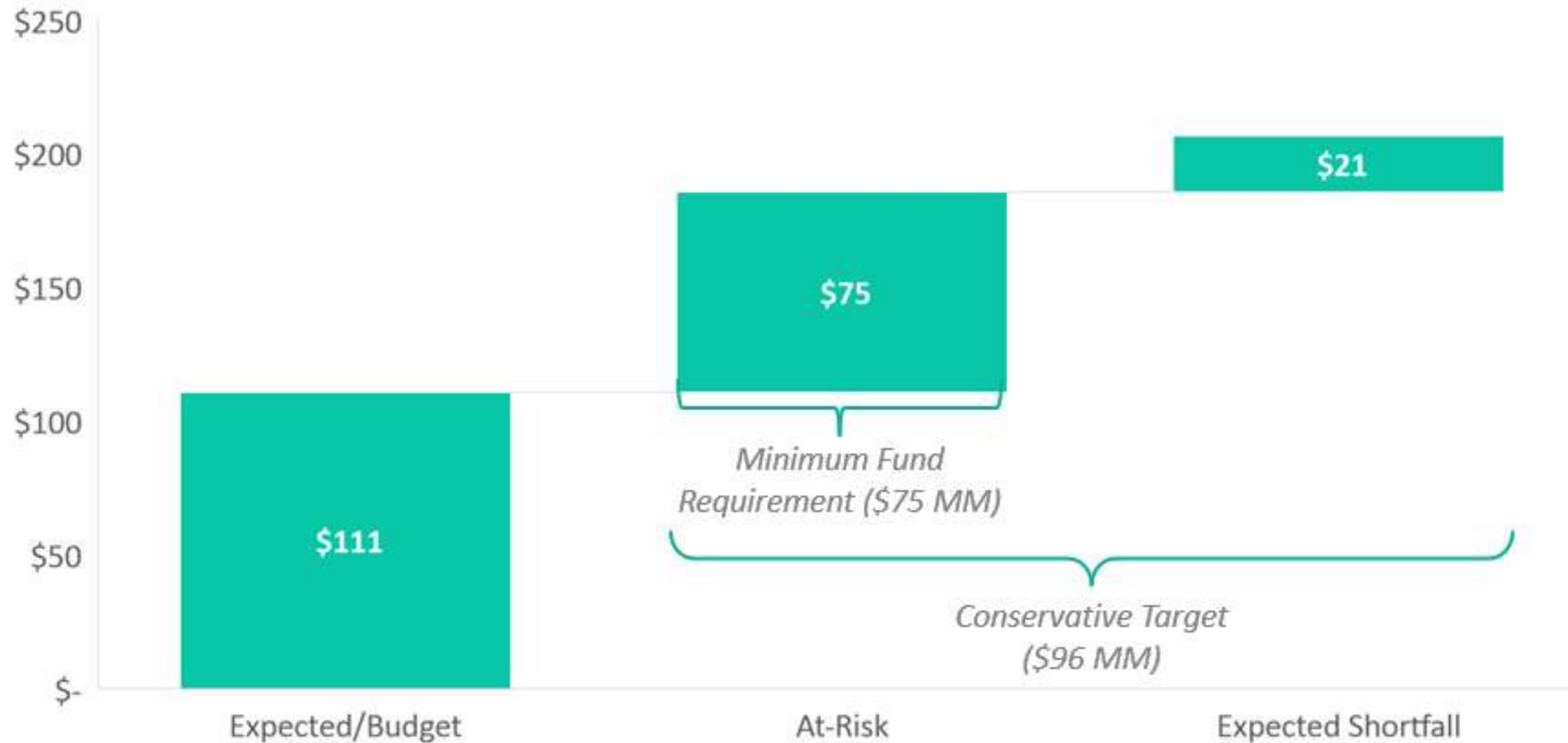
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Core Values

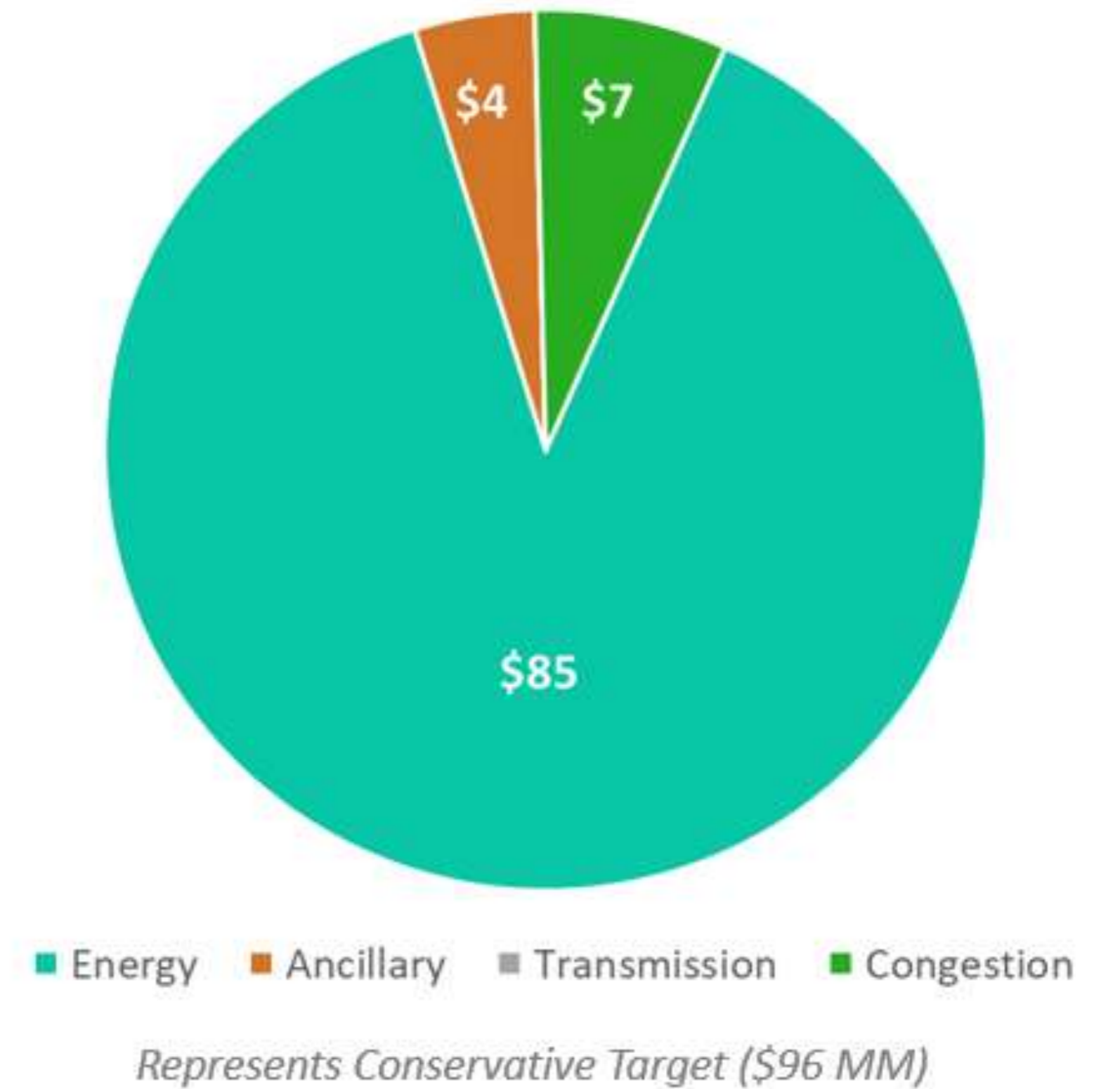
Safety, Team, Integrity, Culture, and Stewardship

TEA Analysis

Power Stabilization Fund - Recommendation (\$ MM)



Power Stabilization Fund by Component (\$ MM)



Mission

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Core Values

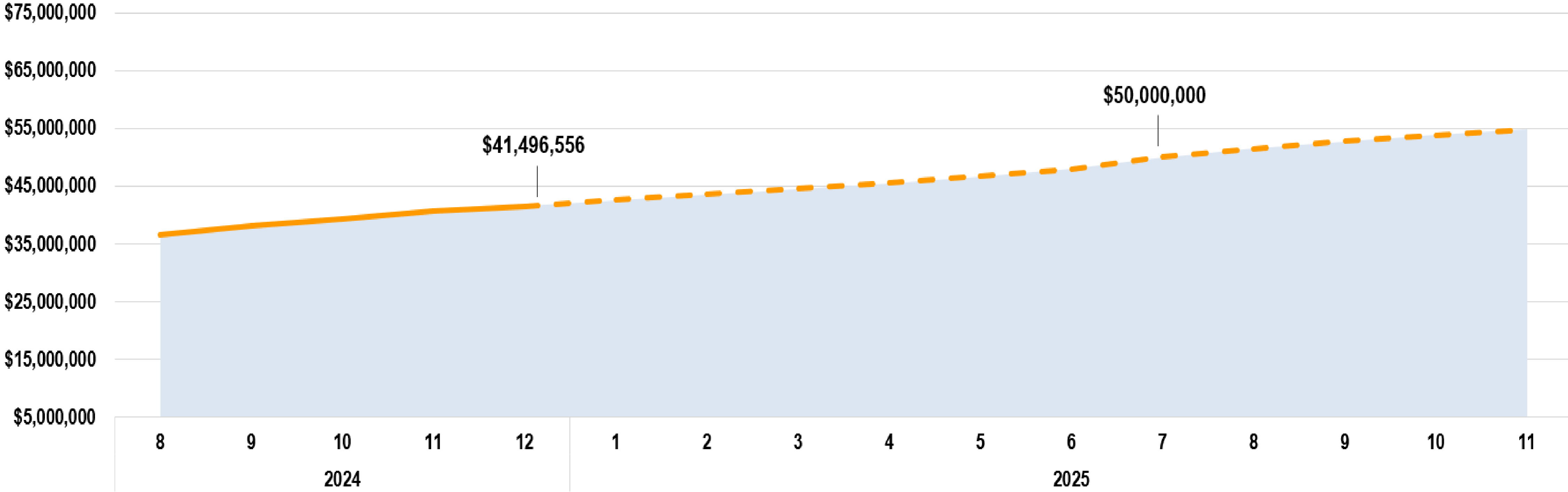
Safety, Team, Integrity, Culture, and Stewardship

PSF Management

- **~\$95MM appears “steady-state” Expected Shortfall assuming reasonable pricing and hedging practices**
 - PSF (FY 25/26) → \$96MM
 - PSF (FY 24/25) → \$91MM
- **Consider deviating from the above target when/if NBU system changes materially**
 - Structural decision to hedge more
 - Loss of generation resource
 - Addition of generation resources pursuant to IRP (e.g., CT)

Power Supply Fund Progress

***PSF Fund Full
FY28, \$95M**



Plan

- **Continue with the current \$95M target**
- **Fund full target FY28**
- **Analysis updated annually**

Mission

Strengthening our community by providing resilient essential services

+

Vision

Be a trusted community partner dedicated to excellence in service

+

Core Values

Safety, Team, Integrity, Culture, and Stewardship



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Laura Ayala **Reviewed by:** Rocio Gallegos
Board Relations Coordinator Chief of Staff

Submitted by: Rocio Gallegos **Approved by:** Ryan Kelso
Chief of Staff Chief Executive Officer

RECOMMENDED ACTION: Approve Minutes of the NBU Regular Board Meeting of December 12, 2024

BACKGROUND

None

FINANCIAL IMPACT

None

LINK TO STRATEGIC PLAN

Customers and Community

EXHIBITS

- 1. December 12, 2024 Regular Board Meeting Minutes

**MINUTES
NEW BRAUNFELS UTILITIES BOARD OF DIRECTORS
REGULAR BOARD MEETING**

**1:00 P.M.
Thursday, December 12, 2024
NBU Board Room
263 MAIN PLAZA, NEW BRAUNFELS, TEXAS 78130**

Board President Wayne Peters opened the meeting at 1:00 p.m. A quorum of the NBU Board was present.

PRESENT

Board President Wayne Peters, Board Vice President Judith Dykes-Hoffmann, Board Trustee Stuart Blythin

ABSENT

Board Trustee Yvette Villanueva Barrera

NBU PERSONNEL

Ryan Kelso, Ragan Dickens, Greg Brown, Dawn Schriewer, Connie Lock, Rocio Gallegos, Mark Steelman, Sheila Lavender, David Hubbard

NBU CONSULTANTS

None

PLEDGE AND INVOCATION

Board Vice President Judith Dykes-Hoffmann led the pledge of allegiance and offered the invocation.

PUBLIC COMMENT

There were no public comment requests.

ITEMS FROM THE CHAIR

1. Introduction of Newly Appointed New Braunfels Utilities (“NBU”) Board Member Stuart Blythin

Board President Wayne Peters introduced newly appointed Board Member Stuart Blythin. Mr. Blythin was appointed by the New Braunfels City Council at the November 18th City Council meeting.

2. NBU Board Committee Assignments

This item was tabled and will be discussed at the January Board Meeting.

3. NBU Board of Trustees Board Calendar Dates for Board Meetings, Board Strategic Workshops, Community Advisory Panel Meetings and Industry Conference Dates

A list of all board meeting dates, board strategic workshops, community advisory, and industry conference dates was shared with the board.

4. **Election of Officers for the NBU Board of Trustees for the Office of Vice President**
Board President Wayne Peters made a motion, and Mayor Neal Linnartz seconded the motion, to elect the following officers to the NBU Board of Trustees: Board Vice President Judith Dykes-Hoffmann for a term of 1-year. The vote was unanimous.
5. **Report from the Audit Committee**
Board Vice President Judith Dykes-Hoffmann reported that the NBU Audit Committee met on December 12, 2024. Wayne Peters, Ryan Kelso, Dawn Schriewer, Connie Lock, Greg Brown, John Warren, Kimberly Huffman, and Laura Ayala were present, in addition to Keith Simovic with Moss Adams. Topics discussed were an audit overview, required audit communications, best practices, upcoming accounting standards, and the red flag and cybersecurity incidents report.
6. **Any Other Items Permitted Under Section 551.0415 of the Texas Government Code**
Mayor Neal Linnartz acknowledged and expressed gratitude for the NBU article recently published in the New Braunfels Herald Zeitung. President Wayne Peters also acknowledged a follow-up editorial that was published in the New Braunfels Herald Zeitung.

ITEMS FROM STAFF

1. **CEO Update**
CEO Ryan Kelso presented updates on the following events that NBU staff participated in:
 - a. **NBU Celebrated One Million Man Hours with No Lost Time Incidents**
NBU recently celebrated a milestone of one million man-hours without any lost time incidents. This achievement underscores NBU's dedication to maintaining the highest standards of safety.
 - b. **NBU Ethics Week**
During the week of November 4th, NBU hosted its annual Ethics Week hosted by the Ethics Committee and the legal team. All NBU employees are required to comply with NBU's Ethics Policy, and Ethics Week is a time used by the Committee and the legal team to meet with, offer guidance to, and train NBU employees on the NBU Ethics Policy.
 - c. **Veteran's Day Celebration/Luncheon**
On November 8th, NBU proudly held a Veterans Day ceremony and luncheon at Krause's Café to honor the dedication and sacrifices of 56 employees who served in the military. This special event celebrated their service, highlighting their profound sacrifice and impact on our nation and now in serving our community.
 - d. **Texas Aquatic Plant Management Society of Texas Event Hosted by Headwaters**
On November 12th, the *Texas Aquatic Plant Management Society* brought 50 members for a tour of the Headwaters restoration work. They also held their inaugural Arundo (an invasive, water-hogging aquatic plant) Alliance meeting in the Headwaters pavilion.

e. Hill Country Alliance's and City of Boerne's Leadership Tour of One Water

On November 13th, the Hill Country Alliance brought the One Water in the Hill Country leadership group to New Braunfels for a tour of the Headwaters at the Comal's One Water features. The group included One Water NB Governance and Working Group members, elected officials, and City Representatives from across the Hill Country to see the transformation of the 16-acre Klingemann tract.

f. Annual City of New Braunfels Holiday Tree Lighting

NBU was proud to participate in celebrating this holiday season during the annual Downtown Lighting & Santa's Arrival on November 22nd. Each year, NBU works hand-in-hand with the city to ensure the downtown lights shine bright, creating a festive atmosphere for residents and visitors.

g. Texas Chapter Public Risk Management Association ("PRIMA") 2024 Risk Management Achievement Award for NBU Risk Management Program

The Finance & Risk team was proud to receive the 2024 Risk Management Achievement Award. Congratulations to our Finance and Risk teams.

h. NBU and New Braunfels Food Bank Joint Food Drive Partnership & Thanksgiving Meal Distribution Event

On November 21st, NBU teamed up with the New Braunfels Food Bank to brighten Thanksgiving for local families. NBU volunteers packed, prepared, and distributed holiday meals to assist local families in enjoying their holiday celebrations.

i. Wassailfest Celebration

NBU joined the Wassailfest festivities on December 5th for the first time. A team of NBU volunteers served wassail and handled everything from setup to smooth service throughout the night.

j. Headwaters at the Comal Annual Luminaria Event

Headwaters at the Comal held its annual Luminaria event on December 11th for Headwaters Members. On December 14th, NBU employees and the general public are invited, free of charge, to enjoy the candlelit site.

k. NBU Opens Customer Solutions Center Located at 1488 South Seguin, New Braunfels, Texas, 78130

On November 22nd, an open house for employees was held at the new Customer Solutions Center (CSC). Phase 1 of the move took place on November 23rd, with no impact to our customers. On December 13th, NBU will close the Main Plaza drive-thru, and the lobby will be permanently closed to the public starting January 3rd. Phase 2 of the move will begin on January 4th, when teams will transition to the CSC, while others will relocate to Main Plaza. Our Customer Service and Communications teams have been actively messaging to the public and customers.

1. Leadership Announcement of Position Change: Director of Technology, Carlos Salas

Carlos Salas has been promoted to Director of Technology as of November 1st. In his new role, he will lead the Information Technology, Operational Technology, and Data Strategy departments. Let's congratulate Carlos on this well-deserved promotion.

m. Any other items permitted under Section 55.0415 of the Texas Government Code: No additional items were discussed.

*no discussion under this item

2. Financial Update and Report, Including an Update on the Impact Fee Program Effective February 1, 2023 (referred to as Program E)

Accounting Manager Kimberly Huffman provided an update on the financial status of NBU. Energy Risk Manager Missy Quent provided an update on residential electric bill and rate comparisons with NBU and surrounding and competitive providers.

3. Quarterly Investment Report

Finance and Risk Manager Jessica Coleman provided an update on the Quarterly Investment Report

4. Quarterly Capital Update

Program Portfolio Manager Jacob Tschoepe provided an update on the Quarterly Capital Improvement Plan Update.

5. Drought Update Report

Conservation and Customer Solutions Manager Andrew Cummings provided a Drought update.

CONSENT ITEMS FOR ACTION

Mayor Neal Linnartz made a motion, and Board Trustee Stuart Blything seconded the motion to approve the Consent Items for Action as follows: #1, #2, #3, #4, #5, #6, #7, #8, #9, #10, #11, #12, #13, #14, #15, #16, #17, #18, #19 and #20. The vote was unanimous.

1. Approve Minutes of the NBU Regular Board Meeting of October 31, 2024
2. Approve Minutes of the NBU Special Board Meeting of December 5, 2024
3. Approve the Change Order Log from September 15, 2024, through November 15, 2024
4. Approve the Reports for Water and Electric Engineering Contracts from August 1, 2024, through November 15, 2024
5. Approve the Electric Line of Business Alternative Procurements from September 15, 2024, through November 15, 2024

6. Approve the Guadalupe Blanco River Authority Canyon Hydroelectric Cost Reconciliation for Fiscal Year 2024
7. Approve 2024 Second Quarter Charge-Off Accounts
8. Approve Staff Recommendation to Reject All Proposals Submitted for the RFP #25-0005, Gruene Road Sewer Main Rehabilitation/Relocation Solicitation
9. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Freese and Nichols, Inc. for the Water and Wastewater Master Plan Project
10. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Freese and Nichols, Inc. for the Design of the Well 6 and Loop GST Improvements Project
11. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with CP&Y, Inc. dba STV Infrastructure for the Design of the Barbarosa Waterline Project
12. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with E-Z Bel Construction, LLC, for the Construction of the Landa Street and Elm Street Water Line Improvements Project
13. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Capital Excavation Company for the Construction of the Goodwin/Conrads Adjustments Project Joint Bid with the City of New Braunfels
14. Authorize the CEO or His Designee to Negotiate and Execute a First Amendment to the Professional Services Agreement with Quiddity Engineering, LLC, for the Design of the Western Downtown to Morningside Pressure Zone Conversion Project
15. Authorize the CEO or His Designee to Execute a Professional Services Agreement with Burns & McDonnell Engineering Company, Inc. for Substation Construction Management Services for the Breaker and a Half Upgrades at the Henne Substation
16. Authorize the CEO or His Designee to Negotiate and Execute a Cooperative Agreement with Doggett Freightliner of South Texas, LLC for the Purchase of One (1) Freightliner Sewer Equipment 900 ECO 12-Yard Combo Unit
17. Authorize the CEO or His Designee to Negotiate and Execute a Cooperative Agreement with Holt Texas, Ltd. for the Purchase of Two (2) Caterpillar Backhoe Loaders, One (1) Model 420 C4EX and One (1) Model 420 C4SX
18. Authorize the CEO or His Designee to Negotiate and Execute a Cooperative Agreement with Navistar, Inc. dba International Trucks for the Purchase of Three (3) Dump Trucks and Three (3) Service Trucks

19. Authorize the CEO to Negotiate and Execute a Materials and Ongoing Services Agreement with Anixter, Inc. for the Purchase of Itron Network Integrated Devices, Software Tools, and Software as a Service
20. Authorize the CEO or His Designee to Negotiate and Execute a Cooperative Agreement with Waypoint Business Solutions, LLC for the Replacement of Servers Within the Consolidated VxRail Cluster

ACTION ITEMS

1. Discuss and Consider Approval of the NBU Annual Comprehensive Financial Report and Red Flag and Cybersecurity Incidents Report

Board Vice President Judith Dykes-Hoffmann made a motion and Mayor Neal Linnartz seconded the motion to approve the NBU Annual Comprehensive Financial Report and Red Flag and Cybersecurity Incidents Report. The vote was unanimous.

2. Discuss Report Relating to the Proposed Integrated Resource Plan for Power Supply Resources for NBU and Consider Approving Proposed Action Plan

Mayor Neal Linnartz made a motion and Board Trustee Stuart Blythin seconded the motion to approve the Proposed Integrated Power Supply Resources Action Plan. The vote was unanimous.

3. Discuss and Consider Approval of Guidelines for the Community Advisory Panel (the "CAP") to Contemplate in Developing Recommendations for the Rate Plan Design Process for Water, Wastewater, and Electric Rates

Mayor Neal Linnartz made a motion and Board Vice President Judith Dykes-Hoffmann seconded the motion to approve the Guidelines for the Community Advisory Panel (the "CAP") to Contemplate in Developing Recommendations for the Rate Plan Design Process for Water, Wasterwater, and Electric Rates. The vote was unanimous.

4. Discuss and Consider Adoption of Resolution #2024-191 Approving the First Amendment to Revolving Credit Agreement and the Second Amendment to Note Purchase Agreement with JPMorgan Chase Bank, National Association in Connection with the "City of New Braunfels, Texas Utility System Commercial Paper Notes, Series 2019A and Series 2019B," and Resolving Other Matters Incident and Related Thereto, Including the First Amendment to Fee Letter Related Thereto

Mayor Neal Linnartz made a motion and Board Vice President Judith Dykes-Hoffmann seconded the motion to approve the Adoption of Resolution #2024-191 Approving the First Amendment to Revolving Credit Agreement and the Second Amendment to Note Purchase Agreement with JPMorgan Chase Bank, National Association in Connection with the "City of New Braunfels, Texas Utility System Commercial Paper Notes, Series 2019A and Series 2019B," and Resolving Other Matters Incident and Related Thereto, Including the First Amendment to Fee Letter Related Thereto. The vote was unanimous.

5. Discuss and Consider Adoption of Resolution #2024-192 Approving the Second Amendment to Note Purchase Agreement (Taxable Notes) With JPMorgan Chase Bank, National Association in Connection with the "City of New Braunfels, Texas Utility System Program Notes, Taxable Series 2021," and Resolving Other Matters Incident and Related Thereto, Including the First Amendment to Fee Letter Related Thereto

Board Vice President Judith Dykes-Hoffmann made a motion and Mayor Neal Linnartz seconded the motion to approve the Adoption of Resolution #2024-192 Approving the Second Amendment to Note Purchase Agreement (Taxable Notes) With JPMorgan Chase Bank, National Association in Connection with the "City of New Braunfels, Texas Utility System Program Notes, Taxable Series 2021," and Resolving Other Matters Incident and Related Thereto, Including the First Amendment to Fee Letter Related Thereto. The vote was unanimous.

6. Authorize the CEO or His Designee to Negotiate and Execute AIA Document A133—Guaranteed Maximum Price Amendment No. 1 with SpawGlass Contractors, Inc., for the New Braunfels Utilities Headquarters Facility Project Located on a 76-acre Tract of Property at the Intersection of Engel Road and IH-35

Board Vice President Judith Dykes-Hoffmann made a motion and Mayor Neal Linnartz seconded the motion to Authorize the CEO or His Designee to Negotiate and Execute AIA Document A133—Guaranteed Maximum Price Amendment No. 1 with SpawGlass Contractors, Inc., for the New Braunfels Utilities Headquarters Facility Project Located on a 76-acre Tract of Property at the Intersection of Engel Road and IH-35. The vote was unanimous.

PRESENTATION ITEMS

1. Construction Update and Transition Plan for NBU Customer Solutions Center located at 1488 South Seguin, New Braunfels, Texas

Jacob Tschoepe presented information on the new New Braunfels Utilities Customer Solutions Center and the transition plan for department relocation.

EXECUTIVE SESSION

Board President Wayne Peters recessed the Open Session at 2:26 pm and announced that the Board would go into an Executive Session meeting. The Executive Session included:

Power Supply Resources – Competitive Matters; Consultation with Attorney Regarding Pending or Contemplated Litigation, Settlement Offer, and/or Matters Protected by Attorney-Client Privilege:
a. Discuss Legal Matters Relating to Gonzales Carrizo Water Supply Project;

The Executive Session was opened at 2:30 pm and closed at 3:20 pm.

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

ADJOURN

There was no further business, and Board President Wayne Peters adjourned the meeting at 3:22 pm.

Attest:

Wayne Peters, President
Approved

Ryan Kelso, Secretary of the Board
Chief Executive Officer

Date Approved: January 30, 2025



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Laura Ayala
Board Relations Coordinator **Reviewed by:** Rocio Gallegos
Chief of Staff

Submitted by: Rocio Gallegos
Chief of Staff **Approved by:** Ryan Kelso
Chief Executive Officer

RECOMMENDED ACTION: Approve Minutes of the NBU Special Board Meeting of January 16, 2025

BACKGROUND

None

FINANCIAL IMPACT

None

LINK TO STRATEGIC PLAN

Customers and Community

EXHIBITS

- 1. January 16, 2025 Special Board Meeting Minutes

**MINUTES
NEW BRAUNFELS UTILITIES BOARD OF DIRECTORS
STRATEGIC WORKSHOP MEETING**

**9:00 AM
THURSDAY, JANUARY 16, 2025
NEW BRAUNFELS UTILITIES CUSTOMER SOLUTIONS CENTER
1488 S. SEGUIN AVENUE, NEW BRAUNFELS, TX 78130**

Board President Wayne Peters opened the meeting at 9:00 a.m. A quorum of the NBU Board was present.

PRESENT

Board President Wayne Peters, Board Vice President Judith Dykes-Hoffmann, Board Trustee Stuart Blythin, Board Trustee Yvette Barrera Villanueva, and Mayor Neal Linnartz

ABSENT

None

NBU PERSONNEL

Ryan Kelso, Mark Steelman, David Hubbard, Connie Lock, Greg Brown, Sheila Lavender, Ragan Dickens, Dawn Schriewer, and Rocio Gallegos

ITEMS FROM THE CHAIR

1. Update on Board Meeting Materials, Including Options to Organize Ancillary Materials for Board Review

A modification in the way board meeting materials are presented has been requested by the board. While a full packet will remain available for the board to review, a modified version with all ancillary items removed and provided separately will also be available for their review.

PRESENTATION ITEMS

1. Presentation on the New Braunfels Utilities (“NBU”) Strategic Plan and Annual Priorities Overview for Fiscal Year 2026 and Fiscal Year 2027

Mark Steelman and David Hubbard led the presentation on the Strategic Plan and Annual Priorities Overview for Fiscal Years 2026 and 2027. Executive staff reviewed the goals and annual priorities.

Topics discussed included NBU’s Mission, Vision, and Core Values; Strategic Goals Statement and Summary; Changes in Reporting; Proposed FY 26/27 Strategic Goals; Proposed FY 26/27 Annual Priorities; and Proposed Key Leading and Lagging Indicators.

a. NBU’s Mission, Vision, and Core Values.

b. Strategic Goals Statements and Goal Summaries:

Mark Steelman shared the six Strategic Goal Statements and Goal Summaries. They include:

- Customer and Community: To provide a customer-first focus and commit to innovative solutions to improve the customer experience with the commitment to anticipate and exceed customer expectations.
- People and Culture: Build on our team-oriented culture, promote ethical behavior, and prepare our team to meet the challenges ahead.
- Infrastructure and Technology: Maintain reliable and resilient systems through responsible planning, asset management, and innovative technologies that align with the strategic direction of the company.
- Financial Excellence: Practice sound financial management to be responsible stewards of public funds, which enables NBU to deliver competitive rates and provide reliable service for the benefit of the community.
- Safety and Security: Strive to place safety and security as the highest priorities for every employee and customer through NBU's Speak Up, Lead, and Care for All training for employees at all levels.
- Stewardship: Commit to preserving and protecting community resources through planning, innovation, collaboration, and education through responsible management of the community's resources.

c. Changes in Reporting:

A change in the reporting format was made to better show the leading indicators to highlight potential areas of growth or risk.

d. Proposed Fiscal Year 2026 and Fiscal Year 2027 Strategic Goals and Overview of Revisions:

- Stewardship: to have a 1% reduction of NBU Gallons Per Capita per Day ("GCPD") based on the 10-year average in both FY26 and FY27
- People and Culture: maintain an 85% or higher retention rate for the fiscal year, and implement 50% of the approved action items as presented by the Employee Experience team
- Safety and Security: to have an OSHA incident rate of 3 or less incidents per 100 employees per year; to have a Safety meeting compliance rate of 90% or more for all departments
- Customer and Community: to be at or above industry standard on Customer Satisfaction Survey Benchmark Organizational characteristics

- Financial Excellence: to have a Bond rating of A+/A1 or greater by at least two of the three major rating agencies
- Infrastructure and Technology: a three-year rolling average of less than 52.56 minutes for better reliability; information technology systems reliability of 98% or greater; have an Infrastructure Leakage Index greater than 3% over a three-year rolling average; and wastewater treatment compliance events at greater than 98% compliance

Proposed FY 26/27 Strategic Goal Revision:

- Revisions to the original FY 26/27 goals were shared to reflect the changes in Stewardship, Safety and Security, Financial Excellence, and People and Culture discussed earlier in the meeting. Based on board discussion, adjustments to the HR retention goal and GCPD will be made prior to final board approval.

e. Proposed Annual Priorities FY 2026/2027:

Proposed Annual Priorities for FY 2026:

- Enterprise Asset Management: Establish NBU's Asset Data and Information Standards
- Enterprise Project Management: Implement PMIS for capital projects for support services
- Customer Experience: Implement target optimization CS initiatives that will achieve meaningful experience.
- Technology Modernization: Select Customer Information System

Proposed Annual Priorities for FY 2027:

- Strategic Plan: Update Strategic Plan
- Technology Modernization: Implement Phase 1 of Customer Information System; Select Financial System
- Customer Experience: Implement target optimization CS initiatives that will achieve meaningful improvements

f. Key Performance Indicators: Definitions and examples of Key Performance Indicators ("KPIs") were shared with the board prior to sharing NBU's KPIs for the Proposed FY 2026-2027 Strategic Goals

Proposed KPIs include:

- People and Culture: 85% Retention Rate; 50% Completion of Action Items (Action items include staff recommendations based on feedback submissions that will be reviewed by the Employee Experience Committee)

- Safety and Security: OSHA Incident Rate of 3 or less incident rate per 100 employees per year; Safety meeting compliance rate of 90% or greater
- Customer and Community: Results from Great Blue Survey that reflect response to Speed to Answer rate, real-time customer satisfaction, first contact resolution, and percentage of customers using NBU rebate programs
- Stewardship: 1% reduction in NBU GCPD in FY26 (target of 136) and FY27 (target of 134)
- Financial Excellence: achieve and A+/A1 bond rating
- Infrastructure and Technology: System Average Interruption Duration Index (“SAIDI”) time of less than 52.56 minutes; ITS reliability of 98% or greater; an Infrastructure Leakage Index of less than 3.0, and Wastewater Treatment Comp. Events at 98% or greater.

A new reporting format to share the indices score was shown to the board. Updates on the Strategic Plan will be shared with the board on a quarterly basis.

The Board recessed for a break at 10:21 am and reconvened at 10:28 am.

2. Presentation on the State of NBU to Include Strategic Key Initiatives and Future Outlook

CEO Ryan Kelso presented the State of NBU. The State of NBU is presented to the New Braunfels City Council annually. This year, we will present it to the Council on February 13, 2025. Topics included in the State of NBU include:

- a. An overview of the Strategic Plan, including the Mission, Vision, Core Values, Strategic Goals, and Fiscal Year 2025 Annual Priorities.
- b. The current Financial Outlook.
- c. An overview of the Electric Services to include the current five-year capital plan, the current status of electric projects, and a comparison of residential electric bills with surrounding utility companies.
- d. An overview of the Water Services to include the current five-year capital plan, the current status of water projects, water supply diversifications in comparison to surrounding water suppliers, and impact fee comparisons to surrounding utility companies.

ADJOURN

There was no further business, and Board President Wayne Peters adjourned the Board Strategic Workshop at 11:13 am.

Attest:

*Wayne Peters, President
Approved*

*Ryan Kelso, Secretary of the Board
Chief Executive Officer*

Date Approved: January 30, 2025

LINK TO STRATEGIC PLAN

Customers and Community

People and Culture

Stewardship

EXHIBITS

None

FINANCIAL IMPACT

The financial impact of the contracts approved during the period between November 15 2024, and December 15, 2024 is \$2,770,027.00.

LINK TO STRATEGIC PLAN

Customers and Community

People and Culture

Stewardship

EXHIBITS

1. Exhibit A – Report for Water Engineering Contracts



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Rocio Gallegos **Reviewed by:** Rocio Gallegos
 Chief of Staff Chief of Staff

Submitted by: Rocio Gallegos **Approved by:** Ryan Kelso
 Chief of Staff Chief Executive Officer

RECOMMENDED ACTION: Approve Proposed Revisions to the NBU Community Advisory Panel (“CAP”) Bylaws

BACKGROUND

On August 31, 2023, the NBU Board of Trustees approved Resolution #2023-176, establishing the Community Advisory Panel (“CAP”). The panel is tasked with reviewing specific NBU initiatives, including, but not limited to, NBU’s Integrated Resource Plan (“IRP”), the drought ordinance, and the Fiscal Year 2026-2027 Rate Plan.

On October 26, 2023, the NBU Board of Trustees approved the CAP Bylaws, which define the panel's official name, purpose, membership requirements, officer titles, terms, responsibilities, and how meetings are conducted. Members of the CAP will offer a forum for the community to provide diverse views and feedback on certain NBU projects and initiatives. The CAP will receive information from NBU Management and staff, consultants, and subject matter experts related to NBU initiatives. The CAP is purely advisory in nature.

After a review of the policy and additional feedback from the Board at the January 16, 2025, Board Strategic Workshop, the following proposed revisions to the CAP Bylaws are recommended:

Modify the language under Membership, Section 2 to include the word “either.” Eligibility for membership: The Committee will be made up of thirteen (13) members. To qualify, members must **either**:

- Be nominated by a member of City Council;
- Be a customer, property owner or business owner, and/or representative in one of NBU’s service territories; or
- Be a representative of business or civic organizations located within NBU’s service territories

FINANCIAL IMPACT

None

LINK TO STRATEGIC PLAN

Customers and Community

Stewardship

EXHIBITS

1. NBU CAP Bylaws (redline)
2. NBU CAP Bylaws (clean)



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Rocio Gallegos **Reviewed by:** Rocio Gallegos
 Chief of Staff Chief of Staff

Submitted by: Rocio Gallegos **Approved by:** Ryan Kelso
 Chief of Staff Chief Executive Officer

RECOMMENDED ACTION: Appoint Joe Castilleja and Julissa Vela to the CAP and Appoint Dr. Les Shepard as CAP Vice Chair

BACKGROUND

On August 31, 2023, the NBU Board of Trustees approved Resolution #2023-176 establishing the Community Advisory Panel (“CAP”). The panel is tasked with reviewing specific NBU initiatives, including, but not limited to, NBU’s Integrated Resource Plan (“IRP”), the drought ordinance, and the Fiscal Year 2026-2027 Rate Plan.

On October 26, 2023, the NBU Board of Trustees appointed thirteen (13) community members to the CAP, which consists of nominations by the City Council, the NBU Board of Trustees, and two (2) at-large participants, all to serve up to three (3) year staggered terms on the CAP. The members appointed were as follows: Justin Meadows, Stuart Blythin, Mark Hampton, Dr. Michael Patrick Harrington, PhD, Bobby Avary, Dr. Les Shepard, Darren Hill, Jonathan Packer, Alice Jewell, Ian Perez, Chris Snider, Amber Brown, and Leticia Pena Martinez. In addition, the Board appointed Justin Meadows as Chair and Stuart Blythin as Vice Chair and approved the Bylaws for the CAP.

The Board will need to replace CAP Members Jonathan Packer and Stuart Blythin and appoint a new Vice Chair.

FINANCIAL IMPACT

None

LINK TO STRATEGIC PLAN

Customers and Community

Stewardship

EXHIBITS

1. Community Advisory Panel Bylaws
2. Community Advisory Panel Committee Member List with Terms



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Jessica Coleman **Reviewed by:** John Warren
 Finance & Risk Manager Director of Finance

Submitted by: Dawn Schriewer **Approved by:** Ryan Kelso
 Chief Financial Officer Chief Executive Officer

RECOMMENDED ACTION: Approve Changes to the List of Authorized Representatives at TexPool and Authorize the Board President and CEO/Board Secretary to Execute Documentation in Connection Therewith

BACKGROUND

NBU’s staff reviewed its banking and investment accounts at the various financial institutions in which NBU conducts business. Due to staffing changes in the Finance Department, it was determined that NBU needs to update its authorized representatives for the Texas Local Government Investment Pool (“TexPool”) account, which requires NBU Board approval.

NBU Staff recommends that the following employees be reaffirmed and/or added as authorized representatives in order to authorize fund transfers at TexPool: (i) Dawn Schriewer, Chief Financial Officer, (ii) John Warren, Director of Finance (iii) Jessica Coleman, Finance & Risk Manager, (iv) Thomas Varner, Finance & Risk Supervisor, and (v) Amy Chapple, Financial Analyst I.

NBU’s staff recommends that the NBU Board approve the TexPool Resolution Amending Authorized Representatives.

FINANCIAL IMPACT

None

LINK TO STRATEGIC PLAN

Financial Excellence

EXHIBITS

1. TexPool Resolution Amending Authorized Representatives



Meeting Date: January 30, 2024 **Agenda Type:** Consent Items for Action

From: Jessica Coleman **Reviewed by:** John Warren
 Finance & Risk Manager Director of Finance

Submitted by: Dawn Schriever **Approved by:** Ryan Kelso
 Chief Financial Officer Chief Executive Officer

RECOMMENDED ACTION: Adopt Resolution #2025-193 Approving Revisions to the Investment Policy and Other Matters in Connection Therewith

BACKGROUND

After a review of NBU's current Investment Policy, NBU staff recommends that the policy be amended as described herein.

NBU staff recommends that the Investment Policy be revised to: (i) update Attachment F to add Siebert Williams Shank & CO., LLC as an authorized eligible institution for investments; (ii) update the cover page and footer to reflect the Board of Trustees' approval as of the January 30, 2025 Board Meeting; and (iii) update Attachment A to reflect that the NBU Board has reviewed and amended the NBU Investment Policy as of the January 30, 2025 Board meeting.

The Texas Public Funds Investment Act and NBU's Investment Policy both require that the review of the Investment Policy be performed at least annually, but it may be amended as often as needed. NBU's Investment Policy may only be amended by a resolution of the NBU Board of Trustees. NBU's Investment Policy was last reviewed and approved on March 30, 2023.

FINANCIAL IMPACT

None

LINK TO STRATEGIC PLAN

Financial Excellence

EXHIBITS

1. Resolution
2. Redlined Investment Policy
3. Clean Investment Policy

LINK TO STRATEGIC PLAN

Customers and Community

People and Culture

Stewardship

EXHIBITS

None



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Adam Willard, P.E. **Reviewed by:** Michael Short, P.E.
 Chief Engineer of Water Director of Water Services and
 Systems Compliance

Submitted by: Mark Steelman **Approved by:** Ryan Kelso
 Chief Operations Officer Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Cash Construction Company, Inc. for the Construction of the McKenzie Interceptor Upgrade Project

BACKGROUND

On September 11, 2024, New Braunfels Utilities (“NBU”) issued a request for bids for the McKenzie Interceptor Upgrade Project, which includes the (i) construction of approximately 36,300 linear feet (“LF”) of 36-inch gravity main by open cut construction, (ii) construction of approximately 900 LF of 36-inch gravity main by trenchless methods, (iii) construction of approximately 500 LF of 21-inch gravity main by open cut construction, (iv) abandonment and grout fill of existing sanitary sewer main and force mains and associated manholes, (v) connections to the NBU sanitary sewer system, (vi) sewer bypass pumping for construction, (vii) demolition of the Heatherfield Lift Station, (viii) clearing and grubbing, (ix) traffic control, (x) storm water pollution prevention, (xi) site restoration, and (xii) all other appurtenances necessary to complete the project (the “Project”). The Project will provide additional capacity to serve new growth and is tied to the Mayfair CSA.

On October 31, 2024, NBU received eight (8) bids for the Project during the public bidding process. The project team evaluated the bids and recommends the selection of Cash Construction Company, Inc. (“Cash Construction”) for the Project. Cash Construction was selected as the respondent who provides the best value to NBU based on the selection criteria, the weighted value for those criteria, and the ranking evaluation, including their cost of work, proposed schedule, past performance on similar projects, overall qualifications, available resources, corporate history, and references. Cash Construction’s proposal includes a base bid of \$24,056,625.00, which was the lowest base bid out of the eight (8) respondents.

NBU staff requests that the Board of Trustees approve the Construction Contract Agreement (the “Contract”) with Cash Construction for the Project.

This item is being presented to the Board because the total amount of this contract exceeds \$250,000.00.

FINANCIAL IMPACT

The total financial impact of the Contract with Cash Construction for the Project is \$24,056,625.00. The Project is budgeted within the Fiscal Year 2025 through Fiscal Year 2027 NBU Board approved Capital Improvements Projects Budget. Anticipating the need for project change orders, a contract contingency of \$1,200,000.00, which is approximately 5% of the total contract amount, will be added to the project construction budget. The total contract amount plus contingency is \$26,256,625.00.

LINK TO STRATEGIC PLAN

Customers and Community

Infrastructure and Technology

Stewardship

EXHIBITS

1. Bid Tab – (CSP 24-0065)

Bid Tab	
Bidder	Total Cost
Belt Construction of Texas	\$34,298,740
Cash Construction Company, Inc.	\$24,056,625
McKee Utility Contractors, LLC	\$38,324,000
Mountain Cascade of Texas, Pe LLC	\$39,980,483
Pesado Construction Company	\$36,096,557
S.J. Louis Construction of Texas, LTD	\$45,010,858.08
Spiess Construction Company, Inc.	\$36,187,621
Thalle Construction Company, Inc.	\$45,546,944

2. Bid Evaluation Matrix – Competitive Sealed Proposal (24-0065)

Bid Evaluation Matrix									
Criteria		Belt Construction of Texas	Cash Construction Company, Inc.	McKee Utility Contractors, LLC	Mountain Cascade of Texas, Pe LLC	Pesado Construction Company	S.J. Louis Construction of Texas, LTD	Spiess Construction Company, Inc.	Thalle Construction Company, Inc.
1	The Cost of the Work	35.1	50.0	31.4	30.1	33.3	26.7	33.2	26.4
2	Proposed Schedule/Contract Time	16.3	18.3	14.7	8.3	18.7	16.7	2.3	18.0
3	Past Performance on Similar Projects	8.0	9.7	8.7	4.3	9.3	8.5	7.3	9.3
4	Overall Qualifications, Reputation, Past	6.0	7.3	7.3	4.5	7.5	6.2	6.2	6.8

	Relationship with NBU and Public Owners.								
5	Available Resources to complete the Project	6.5	6.8	7.3	6.7	7.0	6.8	6.8	7.3
6	The Contractor's corporate history and stability	1.9	2.3	2.3	2.0	2.5	2.2	1.8	2.2
7	References	2.2	2.5	2.5	1.7	2.5	2.5	2.5	2.5
TOTAL POINTS		76.0	97.0	74.2	57.6	80.8	69.6	60.2	72.6

3. Construction Contract with Cash Construction



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Adam Willard, P.E. **Reviewed by:** Michael Short, P.E.
 Chief Engineer of Water Director of Water Services and
 Systems Compliance

Submitted by: Mark Steelman **Approved by:** Ryan Kelso
 Chief Operations Officer Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Negotiate and Execute a Second Amendment to the Professional Services Agreement with Pawelek and Moy, Inc. for the Design of the Sewer Infrastructure Replacement Package Two Project for Four Construction Locations, Including Landa Street, Fredericksburg Road, Sundance Parkway, and Elizabeth Avenue, New Braunfels, Texas

BACKGROUND

On June 30, 2022, the New Braunfels Utilities (“NBU”) Board of Trustees approved a Professional Services Agreement (the “Agreement”) with Pawelek and Moy, Inc. (“P&M”) for professional engineering services for the Sewer Infrastructure Replacement Package Two (the “Project”). On June 27, 2024, the Board approved a Professional Services Contract Amendment (the “First Amendment”) for new project management services to accomplish additional archeological coordination with the Texas Historical Commission (“THC”) and City of New Braunfels (“CoNB”), new environmental and cultural investigation services, additional final design phase services, new field services for subsurface utility engineering, additional permitting and stakeholder services for the new design, new bid phase services, and additional construction phase services for the new design.

During the design, NBU and P&M determined additional permitting and construction phase services are needed for the archeological investigations, monitoring, and curation for the project. As a result, NBU staff requests that the Board approve the Second Amendment to the Agreement (the “Second Amendment”), which includes (i) the addition of New Services, (ii) additional compensation for the New Services, and (iii) extending the completion time for the New Services.

This item is being presented to the Board because it modifies the Agreement beyond the parameters the Board previously approved. Upon completion of the final design, NBU staff will solicit a construction contract and bring the construction contract to the Board for approval in February 2025. NBU staff plans to begin construction in March 2025 and complete construction by November 2026.

FINANCIAL IMPACT

The total financial impact for the Second Amendment is \$289,122.00. The total contract amount for the Agreement, First Amendment, and Second Amendment with P&M for the Project is \$1,355,240.00. The Project is budgeted within the Fiscal Year 2025 through Fiscal Year 2027 NBU Board approved Capital Improvements Projects Budget.

LINK TO STRATEGIC PLAN

Customers and Community

Infrastructure and Technology

Stewardship

EXHIBITS

1. Second Amendment to the Professional Services Agreement with P&M



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Adam Willard, P.E. **Reviewed by:** Michael Short, P.E.
 Chief Engineer of Water Director of Water Services and
 Systems Compliance

Submitted by: Mark Steelman **Approved by:** Ryan Kelso
 Chief Operations Officer Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Negotiate and Execute a Second Amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc. for the Design of the Saengerhalle North Interceptor Project

BACKGROUND

On July 2, 2020, New Braunfels Utilities (“NBU”) approved a Professional Services Agreement (the “Agreement”) with Kimley-Horn and Associates, Inc. (“Kimley-Horn”) for professional engineering services for the Saengerhalle North Interceptor Project (the “Project”). On May 27, 2022, NBU approved a Professional Services Contract Amendment (the “First Amendment”) to (i) add project management, preliminary design, and final design services, (ii) including additional compensation for the services, and (iii) extending the time of completion for the services. These contracts were not brought before the Board for approval because they did not meet the threshold amount required.

Due to the re-prioritization of Capital Improvement Projects by NBU, the Project was delayed. NBU now requires additional project management, final design, permitting, and construction phase services as a result of this delay. NBU staff requests that the Board approve the Second Amendment to the Agreement (the “Second Amendment”) to (i) add the New Services, (ii) authorize additional compensation for the New Services, and (iii) extend the completion date for the Project.

This item is being presented to the Board because the total amount of the Agreement now exceeds \$500,000.00.

Upon completion of the final design, NBU staff will solicit a construction contract and bring the construction contract to the Board for approval in January 2026. NBU staff plans to begin construction in February 2026 and complete construction by June 2027.

FINANCIAL IMPACT

The total financial impact for the Second Amendment is \$138,200.00. The total contract amount for the Agreement, First Amendment, and Second Amendment with Kimley-Horn for the Project is \$539,900.00, including supplemental services. The Project is budgeted within the Fiscal Year 2025 through Fiscal Year 2027 NBU Board approved Capital Improvements Projects Budget.

LINK TO STRATEGIC PLAN

Infrastructure and Technology**EXHIBITS**

1. Second Amendment to the Professional Services Agreement with Kimley-Horn



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Adam Willard, P.E. **Reviewed by:** Michael Short, P.E.
 Chief Engineer of Water Director of Water Services and
 Systems Compliance

Submitted by: Mark Steelman **Approved by:** Ryan Kelso
 Chief Operations Officer Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Negotiate and Execute a Third Amendment to the Professional Services Agreement with Alan Plummer and Associates, Inc. for the Design of the Goodwin Lane Water Main Project

BACKGROUND

On August 27, 2020, the New Braunfels Utilities (“NBU”) Board of Trustees approved a Professional Services Agreement (the “Agreement”) with Alan Plummer and Associates, Inc. (“Plummer”) for professional engineering services for the Goodwin Lane Water Main Project (the “Project”). On March 25, 2021, the Board approved a Professional Services Contract Amendment (the “First Amendment”) to activate and define the Supplemental Services. On October 28, 2021, the Board approved a Professional Services Contract Amendment (the “Second Amendment”) to include additional design and additional construction management and inspection services.

During the course of construction, NBU and Plummer identified a need to add additional final design phase and construction phase services. As a result, NBU staff requests that the Board approve the Third Amendment to the Agreement (the “Third Amendment”), which includes (i) additional final design, (ii) additional construction management and inspection services through the completion of the Project, (iii) additional compensation for the new services, and (iv) an extension of the time to complete the services.

This item is being presented to the Board because it modifies the Agreement beyond the parameters the Board previously approved.

On August 8, 2022, NBU staff solicited a construction contract and brought the construction contract to the Board for approval in December 2022. NBU staff began construction in January 2023, and construction has reached substantial completion.

FINANCIAL IMPACT

The total financial impact for the Third Amendment is \$78,635.00. The total contract amount for the Agreement, the First Amendment, the Second Amendment, and the Third Amendment with Plummer for the Project is \$1,376,111.00, including supplemental services. The Project was budgeted within the Fiscal Year 2023 through Fiscal Year 2024 NBU Board approved Capital Improvements Projects Budget, however this amendment will be funded using the fiscal year 2025 NBU Board approved Capital Improvements Projects Budget for Water Aging Infrastructure.

LINK TO STRATEGIC PLAN

Infrastructure and Technology

EXHIBITS

1. Third Amendment to the Professional Services Agreement with Plummer



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Adam Willard, P.E. **Reviewed by:** Michael Short, P.E.
 Chief Engineer of Water Director of Water Services and
 Systems Compliance

Submitted by: Mark Steelman **Approved by:** Ryan Kelso
 Chief Operations Officer Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Negotiate and Execute a Third Amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc. for the Design of the I-35 Interceptor Upgrade Project

BACKGROUND

In compliance with the New Braunfels Utilities (“NBU”) Purchasing Policy, NBU executed a Professional Services Agreement (the “Agreement”) with Kimley-Horn and Associates, Inc. (“Kimley-Horn”) on July 8, 2020, for professional engineering services for the I-35 Interceptor Upgrade Project (the “Project”). On September 30, 2021, the Board approved a Professional Services Contract Amendment (the “First Amendment”) to (i) add additional project management, routing, design, permitting and easement acquisition services, (ii) extend the time of completion to June 27, 2026, and define the time of completion for the new services, (iii) remove supplemental services relating to subsurface utility engineering and easement surveying and reallocate the related compensation, and (iv) authorize additional compensation for the services (the “First Amendment”).

On January 25, 2024, the Board approved a Professional Services Contract Amendment (“the Second Amendment”) to (i) add additional project management support, easement acquisition survey and support services, retaining wall analysis and design for access improvements, and odor control study and analysis pertaining to NBU facilities at the property located at 470 Rio Drive, New Braunfels, TX (the “Rio Bar Screen”), and (ii) authorize additional compensation for the services (the “Second Amendment” and, together with the First Amendment and the Original Agreement, the “Agreement”).

Based on the analysis performed on the Rio Bar Screen as part of the Second Amendment, NBU requires additional final design services related to the wastewater interceptor, as well as additional preliminary design services, final design services, permitting and easement acquisition services, bid phase services, and construction phase services for the Rio Bar Screen (the “New Services”). As a result, NBU staff requests that the Board approve the Third Amendment to the Agreement (the “Third Amendment”), which includes (i) adding the New Services, (ii) including additional compensation for the New Services, and (iii) extending the completion date for the Project to December 31, 2027.

This item is being presented to the Board because it modifies the Agreement beyond the parameters the Board previously approved.

Upon completion of the final design, NBU staff will solicit two construction contracts, one for the Rio Bar Screen and one for the I-35 Interceptor, and bring the construction contracts to the Board for approval in February 2026 and September 2026. NBU staff plans to begin construction on the Rio Bar Screen in March 2026 and complete construction in September 2026. NBU staff plans to begin construction on the Interceptor in September 2026 and complete construction by December 2027.

FINANCIAL IMPACT

The total financial impact of the Third Amendment is \$687,000.00, including supplemental services. The total contract amount for the Agreement and the Third Amendment with Kimley-Horn for the Project is \$1,782,000.00, including supplemental services. The Project is budgeted within the Fiscal Year 2025 through Fiscal Year 2028 NBU Board approved Capital Improvements Projects Budget.

LINK TO STRATEGIC PLAN

Infrastructure and Technology

EXHIBITS

1. Third Amendment to the Professional Services Agreement with Kimley-Horn



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Adam Willard, P.E. **Reviewed by:** Michael Short, P.E.
 Chief Engineer of Water Director of Water Services and
 Systems Compliance

Submitted by: Mark Steelman **Approved by:** Ryan Kelso
 Chief Operations Officer Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Negotiate and Execute a Third Amendment to the Professional Services Agreement with Freese and Nichols, Inc. for the Design of the Trinity Water Treatment Plant and Pump Station Expansion Project

BACKGROUND

On June 24, 2021, the New Braunfels Utilities (“NBU”) Board of Trustees approved a Professional Services Agreement (the “Agreement”) with Freese and Nichols, Inc. (“FNI”) for professional engineering services for the Trinity Treatment Plant Expansion Project (the “Project”). On April 28, 2022, the Board approved a Professional Services Contract Amendment (the “First Amendment”) for (i) adding additional preliminary engineering, final design, permitting and coordination with stakeholders, preparation of supporting engineering documents for TWDB funding, bid, and construction services; and (ii) increasing the compensation for the additional services. On October 25, 2022, NBU approved the First Supplemental Services Authorization (the “First SSA”) to prepare a Water Pollution Abatement amendment and topographical survey of a new drainage easement. On January 25, 2024, the Board approved a Professional Services Contract Amendment (the “Second Amendment”) for additional construction phase services to include (i) pre-commissioning planning, testing, and development of a commissioning plan, (ii) commissioning administration, testing, and support, (iii) system training, and (iv) increasing the compensation for the additional services.

NBU and the Professional have identified a need to add additional construction phase services to complete the construction of the Project. As a result, NBU staff requests that the Board approve the Third Amendment to the Agreement (the “Third Amendment”), which includes (i) coordinating, preparing, submitting, and inspecting karst feature mitigation plans; (ii) providing additional full-time resident Project representative services; (iii) providing additional part-time construction management services; and (iv) performing additional project management.

This item is being presented to the Board because it modifies the Agreement beyond the parameters the Board previously approved.

FINANCIAL IMPACT

The total financial impact for the Third Amendment is \$407,495.00. The total contract amount for the Agreement, the First Amendment, Second Amendment, and Third Amendment with FNI for the Project is \$3,772,619.00, including Supplemental Services. The Project is budgeted within the Fiscal Year 2025 through Fiscal Year 2026 NBU Board approved Capital Improvements Projects Budget.

LINK TO STRATEGIC PLAN

Customers and Community

Infrastructure and Technology

Stewardship

EXHIBITS

1. Third Amendment to the Professional Services Agreement with FNI



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Adam Willard, P.E. **Reviewed by:** Michael Short, P.E.
 Chief Engineer of Water Director of Water Services and
 Systems Compliance

Submitted by: Mark Steelman **Approved by:** Ryan Kelso
 Chief Operations Officer Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Arcadis, U.S., Inc. for the Design of the Highway 46 Water Line (Mission) Phase 2 Project

BACKGROUND

This Professional Services Agreement (the “Agreement”) with Arcadis, US, Inc. (“Arcadis”) provides project management, preliminary design, final design, field services, permitting and coordination with stakeholders, bid phase services, and construction phase services for the New Braunfels Utilities (“NBU”) Hwy 46 Water Line Phase 2 Project (the “Project”). The Project is anticipated to add approximately 4,855 linear feet of new 24-inch water main along State Hwy 46 starting at approximately 700 feet west-northwest of Walzem Mission Road to approximately 1,200 feet northwest of the intersection of Hueco Springs Loop and will provide additional transmission and distribution pumping capacity to the Copper Ridge Pressure Zone.

NBU staff requests that the Board of Trustees approve the Agreement with Arcadis for the Project.

This item is being presented to the Board because the total amount of the Agreement exceeds \$500,000.00.

Upon completion of the final design, NBU staff will solicit a construction contract and anticipates bringing the construction contract to the Board for approval in December 2027. NBU staff plans to begin construction in January 2028 and complete construction by December 2028.

FINANCIAL IMPACT

The total financial impact for the Agreement with Arcadis for the Project is \$853,900.00, including supplemental services. The Project is budgeted within the Fiscal Year 2025 through Fiscal Year 2029 NBU Board approved Capital Improvements Projects Budget.

LINK TO STRATEGIC PLAN

Infrastructure and Technology

EXHIBITS

1. Professional Services Agreement with Arcadis



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Adam Willard, P.E. **Reviewed by:** Michael Short, P.E.
 Chief Engineer of Water Director of Water Services and
 Systems Compliance

Submitted by: Mark Steelman **Approved by:** Ryan Kelso
 Chief Operations Officer Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Approve Additional Construction Contract Contingency with Pesado Construction Company in the Amount of \$209,730.00 for the Construction of the Solms Lift Station Expansion Project.

BACKGROUND

On June 29, 2023, the New Braunfels Utilities (“NBU”) Board of Trustees approved a construction contract with Pesado Construction Company (“Pesado”) for the construction of the Solms Lift Station Expansion Project, which includes i) reconstruction and rehabilitation of the existing lift station wet well; (ii) expanding capacity to 2.8 million gallons per day of total pumping capacity by installing three (3) vertical dry pit solids handling pumps; (iii) installation of necessary instrumentation, controls, and electrical upgrades; (iv) site improvements, including general flood-proofing of the site, including hatch replacement and ventilation of the existing lift station; (v) existing manhole rehabilitation; (vi) bypass pumping and flow management; (vii) installation of approximately twenty-five (25) linear feet of cured-in-place pipe lining for the existing 24-inch main; (viii) storm water pollution prevention; (ix) site restoration, including hydro-mulching and sod restoration; and (x) all other appurtenances necessary to complete the Project (the “Project”).

Anticipating project change orders, the NBU Board approved an initial contingency of \$140,000.00 with the original construction contract. Since its approval, the Project has required that NBU use \$122,233.16 of the initial contingency amount for canopy top replacement, a new gate, slab changes, a new access road, expenses related to bypass pumping, and additional bollards.

NBU has recently repaired several breaks within the existing upstream force main from the lift station. The existing force main is aging infrastructure and can no longer support the intended lift station capacity. We need to continue bypass pumping while a partial replacement of the force main is completed. NBU staff estimates that the additional \$209,730.00 will cover anticipated costs for the bypass pumping and any other remaining project-specific issues.

NBU staff requests that the Board of Trustees approve the additional \$209,730.00 in construction contract contingency with Pesado for the Project. NBU staff will use the remaining contingency for bypass pumping. All contract change orders will be presented to the Board through the monthly change order log.

This item is being presented to the Board because it modifies a previously Board approved contract.

FINANCIAL IMPACT

The Board originally approved a construction contract including the initial contingency in the amount of \$140,000.00 for the construction of the Project. NBU has since processed four (4) change orders in the amount of \$122,233.16. The combined amount of the construction contract and the four (4) change orders is \$1,521,153.16.

Adding the additional \$209,730.00 will bring the total available contingency to \$349,730.00, or approximately 25% of the original contract amount. The total contract amount of \$1,398,920.00, with the original contingency of \$140,000.00 and the additional requested contingency of \$209,730.00, totals \$1,748,650.00.

LINK TO STRATEGIC PLAN

Infrastructure and Technology

Stewardship

EXHIBITS

1. Board Write-Up from June 29, 2023



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Adam Willard, P.E. **Reviewed by:** Michael Short, P.E.
 Chief Engineer of Water Director of Water Services and
 Systems Compliance

Submitted by: Mark Steelman **Approved by:** Ryan Kelso
 Chief Operations Officer Chief Executive Officer

RECOMMENDED ACTION: Ratify a Construction Contract with Pesado Construction Company Executed by the CEO for the Emergency Repair of a Break in the Solms Force Main

BACKGROUND

On December 20, 2024, New Braunfels Utilities (“NBU”) requested bids for the Solms Force Main Emergency project, which includes the construction of approximately (i) 3,420 linear feet (“LF”) of 12-inch fusible PVC force main by open cut construction; (ii) removal of existing 3,420 LF of 10-inch force main; and/or abandonment of existing 8-inch force main; (iii) connections to the NBU wastewater system; (iv) clearing and grubbing; (v) traffic control; (vi) storm water pollution prevention; (vii) site restoration; and (viii) all other appurtenances necessary to complete the project (the “Project”). The Project will replace a portion of the Solms Force Main, which cannot sustain its integrity due to the higher flows being produced from the Solms Lift Station and its poor condition. Temporary bypass pumping was required during point repairs of the broken force main and while a solution was determined prior to the construction commencement of the new force main.

On January 3, 2025, NBU received two (2) bids for the Project. The project team evaluated the bids and pursued the selection of Pesado Construction Company (“Pesado”) for the Project. Pesado was the lowest bidder and submitted a bid of \$1,185,012.00.

NBU staff requests that the Board of Trustees ratify the approval of the Construction Contract Agreement (the “Contract”) with Pesado for the Project.

This item is being presented to the Board because the total amount of the Contract exceeds \$250,000.00.

FINANCIAL IMPACT

The total financial impact of the Contract with Pesado for the Project is \$1,185,012.00. Anticipating the need for project change orders, a contract contingency in the amount of \$180,000.00, which is approximately 15% of the total contract amount, will be added to the project construction budget. The total Contract amount plus contingency is \$1,365,012.00.

LINK TO STRATEGIC PLAN

Customers and Community

Infrastructure and Technology

Stewardship

EXHIBITS

1. Construction Contract with Pesado Construction Company
2. Bid Tab

Bid Tab	
<i>Bidder</i>	<i>Total Cost</i>
Pesado Construction Company	\$1,185,012.00
Spiess Construction Company	\$1,273,145.00



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Jesse Luna **Reviewed by:** David Hubbard
 Purchasing Manager Chief Administrative Officer

Submitted by: Jesse Luna **Approved by:** Ryan Kelso
 Purchasing Manager Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Negotiate and Execute an Interlocal Purchasing Agreement with the City of Kyle to Contract Directly with OPIN, LLC dba American FR and Safety for Use of Web-Based Uniform Purchase Program

BACKGROUND

On September 26, 2024, the New Braunfels Utilities (“NBU”) Board of Trustees approved a Vendor Services Agreement with OPIN, LLC dba American FR and Safety (“American FR”) for a web-based uniform purchase program (the “Agreement”). The Agreement specifies the web-based uniform purchasing program allowing employees to obtain fire-resistant clothing quickly and independently manage their needs.

The City of Kyle (“Kyle”) has requested that NBU allow it to directly contract with American FR to purchase goods and services with similar terms and identical pricing as the Agreement between NBU and American FR. Pursuant to Texas Government Code 791.011 and Texas Government Code 791.025, Kyle may contract with NBU to provide a governmental function or service that each party is authorized to perform individually. Under this Interlocal Purchasing Agreement, American FR elects, and NBU allows Kyle to purchase goods and services from American FR in a separate contract between Kyle and American FR.

NBU staff requests that the Board of Trustees approve the Interlocal Purchasing Agreement with the City of Kyle.

This item is being presented to the Board because it is an interlocal agreement that requires Board approval.

FINANCIAL IMPACT

None

LINK TO STRATEGIC PLAN

Customers and Community

People and Culture

EXHIBITS

1. Interlocal Agreement with the City of Kyle

FINANCIAL IMPACT

The financial impact to NBU for GMP #5 is \$1,108,860.00 This is being budgeted from the NBU Fiscal Year 2025 capital budget. The Headwaters is eligible for TCEQ funding up to \$400,000.00 and should the Headwaters receive the funding, it would be reallocated towards the total project cost, up to the amount received. The TCEQ funds expire on August 31, 2025.

LINK TO STRATEGIC PLAN

Stewardship

EXHIBITS

1. A133 Exhibit A-2019-1660 Klingemann Parking Lot
2. A133 Exhibit B Cost Estimate and Clarifications
3. A133 Exhibit C Contract Documents

structure set in place in FY 2025. This shift will not only improve accountability but also provide the board with greater transparency and clarity on NBU’s progress toward its strategic goals.

FINANCIAL IMPACT

None

LINK TO STRATEGIC PLAN

Customers and Community

People and Culture

Infrastructure and Technology

Financial Excellence

Safety and Security

Stewardship

EXHIBITS

1. Strategic Plan Updates Presentation

FY26/FY27 Strategic Goals, Annual Priorities and Indices

Strategic Plan
FY 2026 and FY 2027

January 30, 2025



Agenda

1. Review Mission, Vision, and Core Values
2. Strategic Goals Statement and Summary
3. Reporting Changes Review
4. Proposed FY 26/27 Strategic Goals
5. Proposed FY 26/27 Annual Priorities
6. Proposed Leading and Lagging Indicators
7. Proposed Indices Methodology
8. Next Steps
9. Questions

Guiding Principles

MISSION

Strengthening our community by providing resilient essential services



CORE VALUES

Safety, Team, Integrity, Culture, and Stewardship

VISION

Be a trusted community partner dedicated to excellence in service



ONE UTILITY, ONE TEAM

Place organizational success above individual priorities and work together to maintain a team-oriented culture.

SPEAK UP, LEAD, AND CARE FOR ALL

Lead and foster an environment of shared responsibility where everyone feels valued and empowered to perform their job.

KNOW AND DO THE RIGHT THING

Uphold the trust and confidence of the community and the organization.

CONTINUOUSLY IMPROVE

Plan thoughtfully, set realistic expectations, and learn when things do not turn out as expected.

BE CONVENIENT

Anticipate expectations and provide a positive experience.

BE FLEXIBLE AND INNOVATIVE

View challenges as opportunities and pursue new solutions.

BE RESILIENT

Be prepared to adapt to and recover from disruptions.



Strategic Goals

CUSTOMERS AND COMMUNITY

Goal Statement

We provide a customer-first focus and commit to innovative solutions to improve the customer experience.

Goal Summary

We commit to anticipate and exceed customer expectations by offering a wide range of convenient on-demand services while we provide a positive customer experience.

PEOPLE AND CULTURE

Goal Statement

We care for our employees, build on our team-oriented culture, promote ethical behavior and prepare our team to meet the challenges ahead.

Goal Summary

As people and culture are essential to our success, we engage as an ethical workforce where employees are involved in, enthusiastic about, and committed to their work and workplace.

Strategic Goals

INFRASTRUCTURE AND TECHNOLOGY

Goal Statement

We maintain reliable and resilient systems through responsible planning, asset management, and innovative technologies that align with the strategic direction of the organization.

Goal Summary

Reliable and resilient infrastructure and technology systems are key to strengthening our community. We set and communicate levels of service, we build trust, and ensure that NBU delivers the right balance of affordability and reliability.

FINANCIAL EXCELLENCE

Goal Statement

We practice sound financial management to be responsible stewards of public funds.

Goal Summary

Financial excellence enables NBU to deliver competitive rates and provide reliable service for the benefit of the community.

Mission

Strengthening our community by providing resilient essential services



Vision

Be a trusted community partner dedicated to excellence in service



Core Values

Safety, Team, Integrity, Culture, and Stewardship

Strategic Goals

SAFETY AND SECURITY

Goal Statement	We strive to place security and safety as the highest priorities for every employee and customer.
Goal Summary	We approach safety and security with three actions - Speak-up, Lead, and Care for All – which signals to our employees and customers that safety and security, at every level, are the cornerstones of all we do. Our desire is for employees to safely return home to their families.

STEWARDSHIP

Goal Statement	We commit to preserve and protect community resources through planning, innovating, collaborating and educating.
Goal Summary	Our ability to provide innovative essential services is done through responsible management of the community's resources placed in our care, which extend beyond natural resources. Together, we work to protect and manage those resources for generations to come.

Old Reporting Versus New

Strategic Goal	Goal Measures	Q1	Q2	Q3	Q4
Customer and Community	Customer Satisfaction Survey benchmark organizational characteristics by the vendor (Great Blue) at or above the industry standard. Measurement data from Public Power Data Source (new number out in January 2025)				
People and Culture	Maintain Gallup engagement survey participation above 80%				
People and Culture	Implement 50% of approved action items as presented from the Employee Experience Team				
Infrastructure and Technology	Maintain a three-year rolling average SAIDI in top 10% of Texas utilities or				
Infrastructure and Technology	Maintain Information Technology Systems Reliability \geq 98% uptime for				
Infrastructure and Technology	Infrastructure Leakage Index (ILI) $<$ 3.0 over a three-year rolling average				
Infrastructure and Technology	Wastewater Treatment Compliance Events - Maintain $>$ 98% compliance				
Financial Excellence	Maintain a competitive bond rating - maintain a bond rating of \geq A+				
Safety and Security	Manage preventable damage to equipment incidents to \leq 2.7 incidents or fewer per 100 employees				
Safety and Security	Manage preventable damage to vehicle to \leq 10 incidents or fewer per 1,000,000 miles driven				
Stewardship	Refine and deploy the triple bottom line evaluation tool with One Water partners. Evaluate 3 NBU projects using the tool and develop the tool SOP (standard operating procedure) for NBU processes after evaluation				



**Three-year rolling average
 $<$ 52.56 minutes (99.99% reliability)**

Information technology systems reliability \geq 98% uptime for production systems

Infrastructure Leakage Index (ILI) $<$ 3.0 over a three-year rolling average

Wastewater treatment compliance events, $>$ 98% compliance

Why the Change?

Old reporting focused solely on lagging indicators showed a single outcome

Lagging Indicators

- Reactive in nature
- Inability to prevent or correct issues
- Lead to a delayed response to areas of concern

Leading Indicators

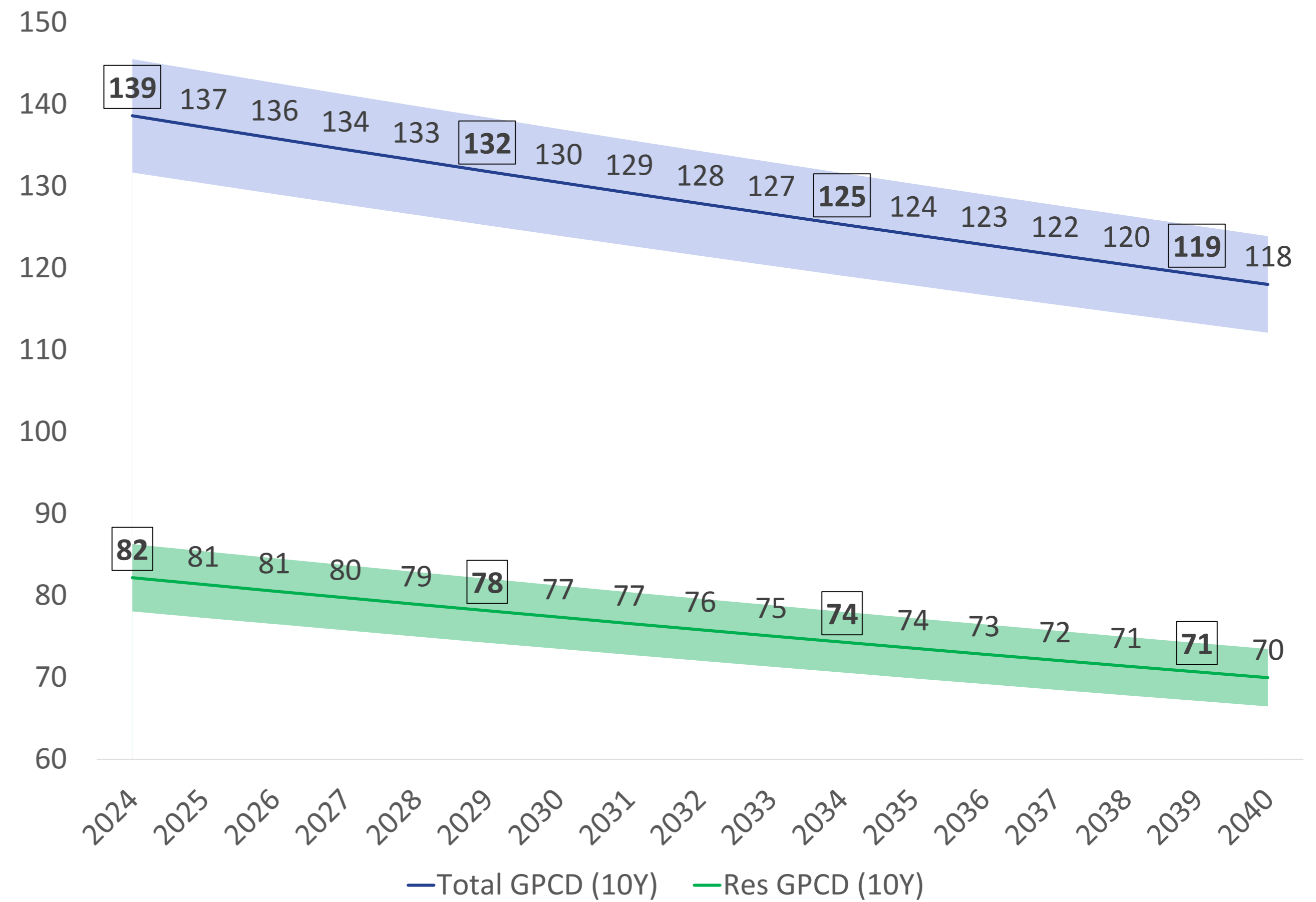
- Predictive in nature
- Allow for preemptive actions
- Highlight potential areas of growth or risk that can be acted upon

Proposed Strategic Goals FY 2026/2027



1% reduction of NBU residential GPCD based off the 2024 10-year average in both FY 26 and FY 27

Total and Residential 10Y Average GPCD Targets - 1% Reduction (5% Variance)



Mission

Strengthening our community by providing resilient essential services



Vision

Be a trusted community partner dedicated to excellence in service



Core Values

Safety, Team, Integrity, Culture, and Stewardship

Proposed Strategic Goals FY 2026/2027



≥ 89.3% retention rate for the fiscal year

Implement 50% of the approved action items as presented by the Employee Experience Team



OSHA incident rate of ≤ 3 incidents per 100 employees per year

Safety meeting compliance rate of ≥ 90% for all departments

Proposed Strategic Goals FY 2026/2027

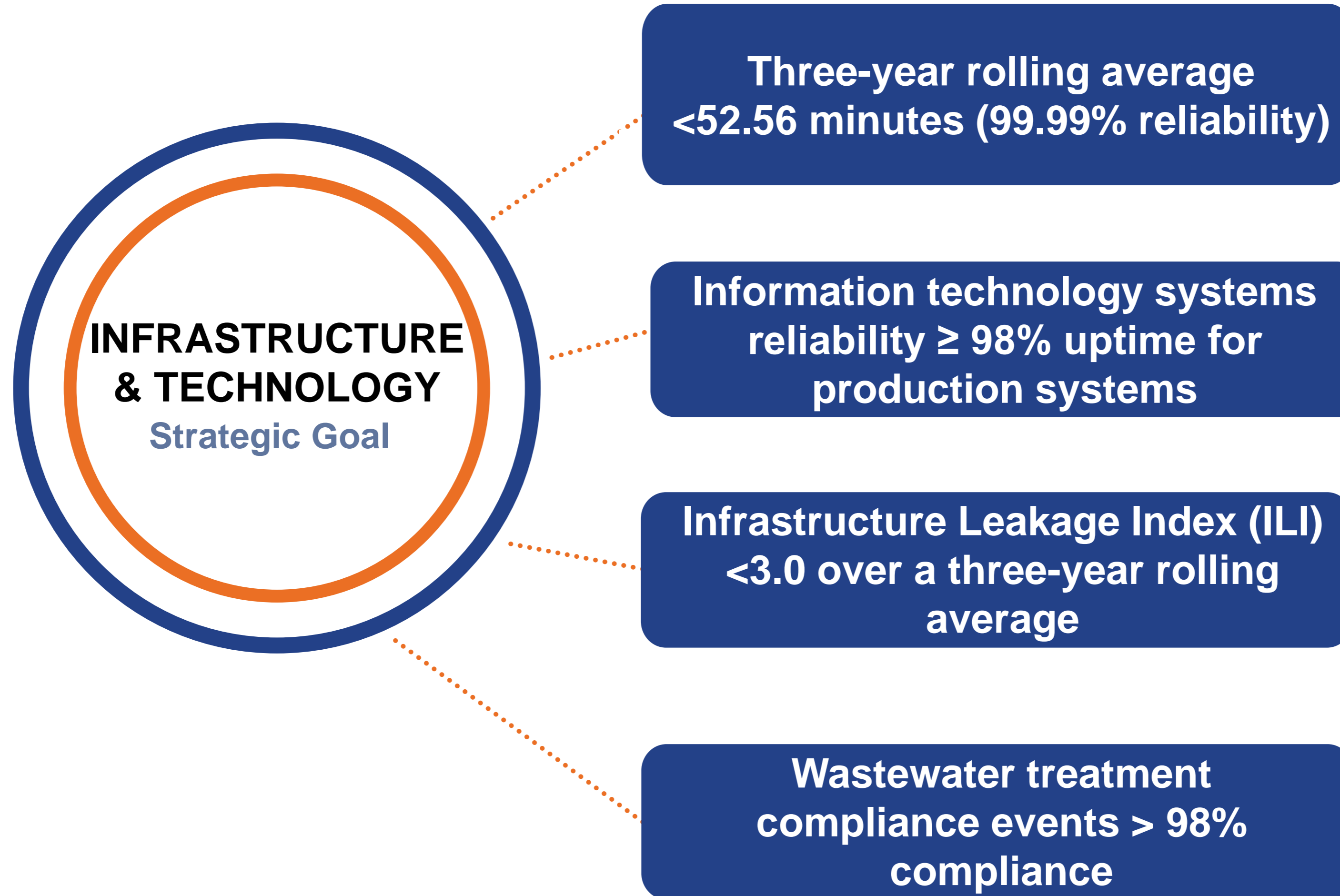
**CUSTOMER &
COMMUNITY**
Strategic Goal

Customer Satisfaction Survey
Benchmark Organizational
characteristics by the vendor
(GreatBlue) at or above
industry standard.

**FINANCIAL
EXCELLENCE**
Strategic Goal

Bond rating of \geq A+/A1 by
at least two of the three
major rating agencies
(S&P, Moody's, Fitch)

Proposed Strategic Goals FY 2026/2027



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Proposed Annual Priorities FY 2026

**ENTERPRISE
ASSET
MANAGEMENT**
Annual Priority

Establish NBU's Asset Data and Information Standards

**ENTERPRISE
PROJECT
MANAGEMENT**
Annual Priority

Implement PMIS for capital projects for support services

Proposed Annual Priorities FY 2026



Implement targeted optimization CS initiatives on (Response time, Quality Assurance, Operation/Technology Efficiencies and Communication Adoption)



Select Customer Information System

Proposed Annual Priorities FY 2027

STRATEGIC PLAN
Annual Priority

Update Strategic Plan

TECHNOLOGY MODERNIZATION
Annual Priority

Implement Phase I of Customer Information System/ Select Financial System

CUSTOMER EXPERIENCE
Annual Priority

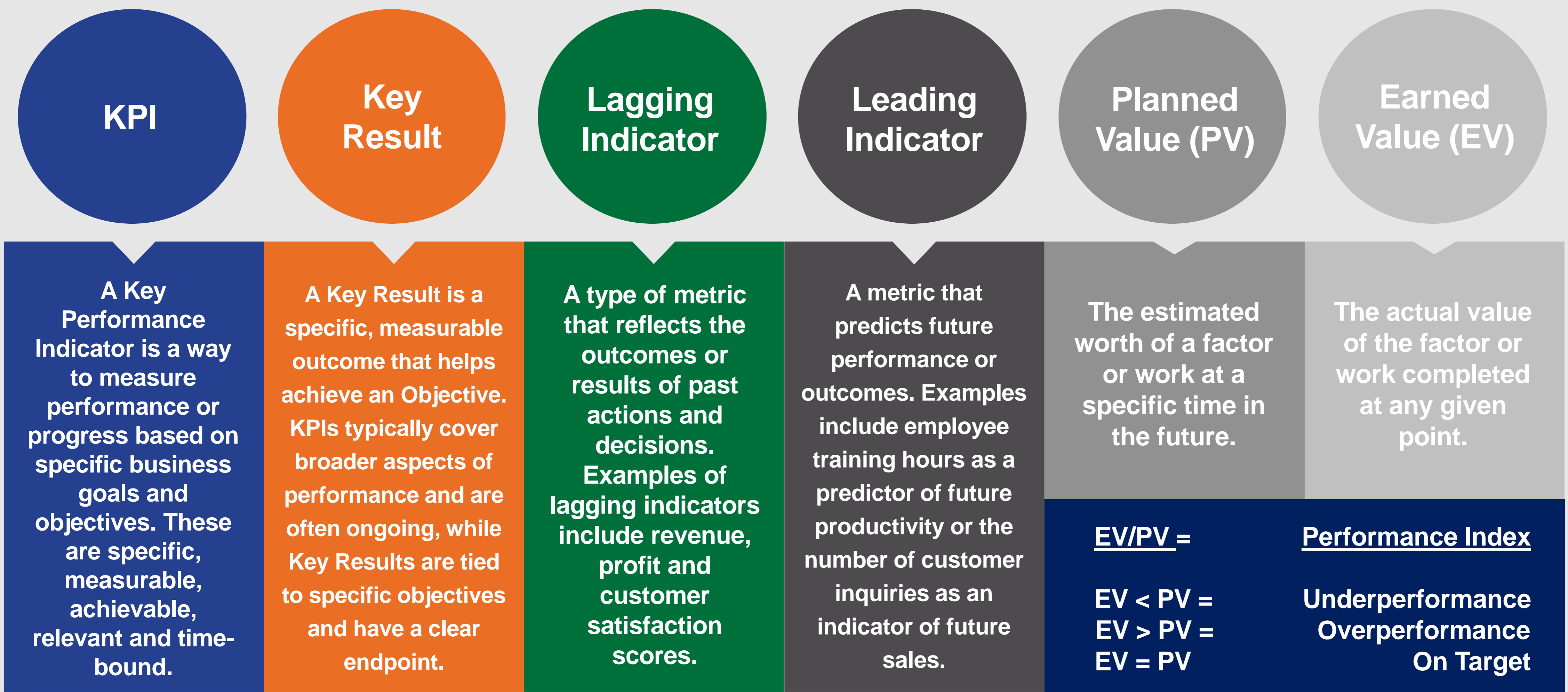
Implement targeted optimization CS initiatives on (Response time, Quality Assurance, Operation/Technology Efficiencies and Communication Adoption)

Proposed FY 26/27 Strategic Goals Revisions

Strategic Goal	Strategic Goal Measure
Stewardship	Refine and deploy the triple bottom line evaluation tool with One Water partners. Evaluate 3 NBU projects using the tool and develop the tool SOP (standard operating procedure) for NBU processes after evaluation 1% reduction of NBU GPCD based off the 2024 10-year average in both FY 26 and FY 27
Safety and Security	Manage preventable damage to vehicle to ≤ 10 incidents or fewer per 1,000,000 miles driven Safety Meeting Attendance Rate of ≥ 90% for all departments
Safety and Security	Manage preventable damage to equipment incidents to ≤ 2.7 incidents or fewer per 100 employees OSHA incident rate of ≤ 3 per 100 employees per year
Financial Excellence	Maintain a competitive bond rating - maintain a bond rating of ≥ A+ Bond rating of ≥ A+/A1, by at least two of the three major rating agencies (S&P, Moody's, Fitch)
People and Culture	Maintain Gallup engagement survey participation above 80% 85% employee retention rate for the fiscal year
People and Culture	Implement 50% of approved action items as presented from the Employee Experience Team (training)
Customer and Community	Customer Satisfaction Survey Benchmark Organizational characteristics by the vendor (Great Blue) at or above industry standard. Measurement data from Public Power Data Source (PPDS).
Infrastructure and Technology	Three-year rolling average of <52.56 minutes (99.99% reliability)
Infrastructure and Technology	Information Technology Systems Reliability ≥ 98% uptime for production systems
Infrastructure and Technology	Infrastructure Leakage Index (ILI) <3.0 over a three-year rolling average
Infrastructure and Technology	Wastewater Treatment Compliance Events, >98% compliance

Introductory Information

Definitions and Examples



Key Performance Indicators for Proposed FY 26-27 Strategic Goals

People & Culture



Two Stay Interviews monthly with avg. score of 3.5/5
Voluntary turnover rate ($\leq 8\%$)



Training satisfaction rate $\geq 75\%$
Final resolution for anonymous feedback submissions (<15 days)

Key Performance Indicators for Proposed FY 26-27 Strategic Goals

Safety & Security



OSHA
Incident Rate
≤ 3 Incidents/
100/year

10 safety audits monthly

Implement 100% of RCA findings from Lost Time Incidents



Safety Meeting
Compliance
Rate ≥ 90%

Monthly/Quarterly safety meetings

Safety Audit Findings rate (≤ 10)

Key Performance Indicators for Proposed FY 26-27 Strategic Goals

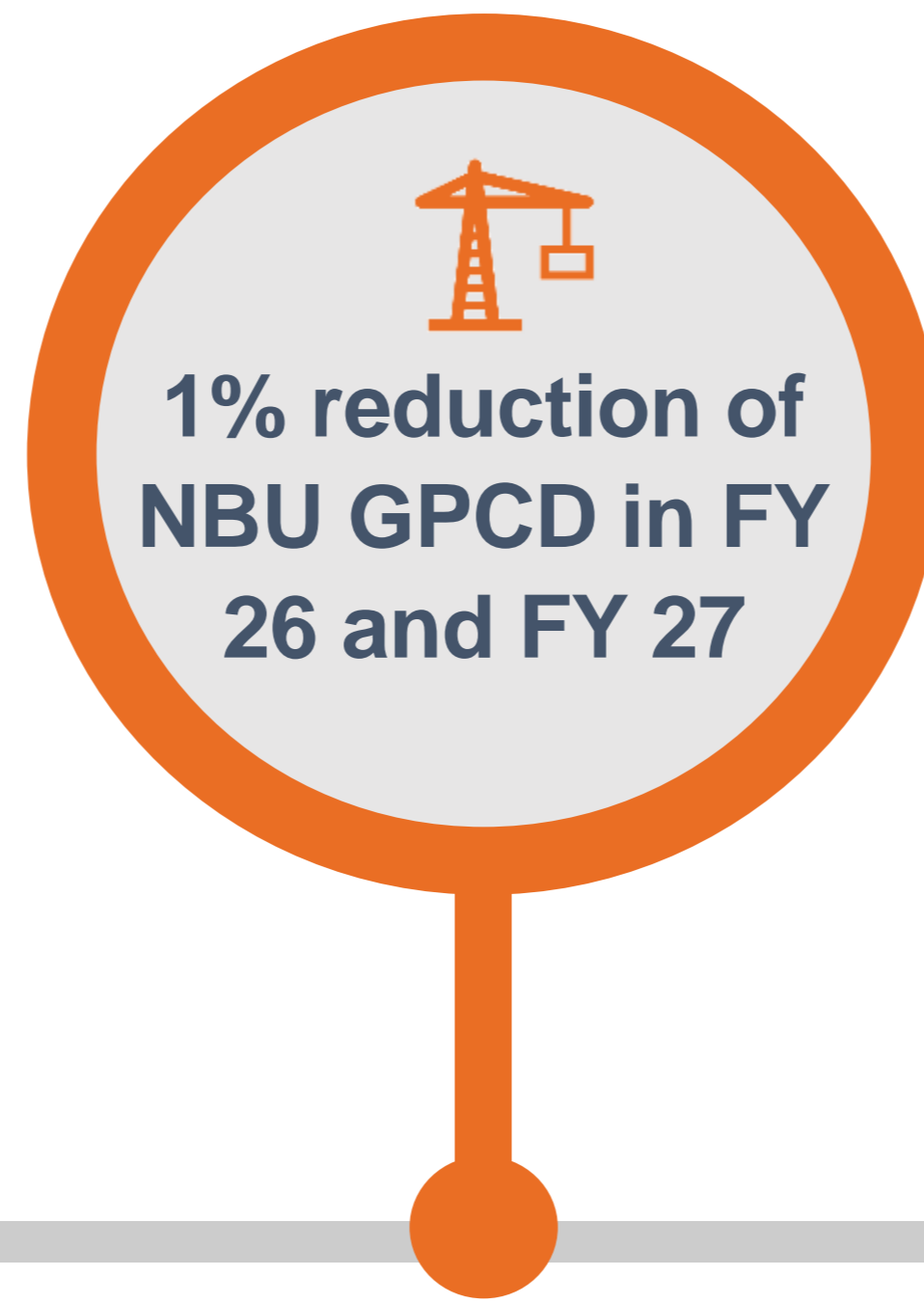
Customer & Community

Stewardship

Financial Excellence



GreatBlue Survey



1% reduction of NBU GPCD in FY 26 and FY 27



≥ A+/A1 Bond Rating

Speed to Answer (80%/30 seconds)

Real Time Customer Satisfaction (≥ 85%)

First Contact Resolution (≥ 70%)

% of Customers using NBU's rebate programs

Monthly GPCD change of ≤ 0.08%

FY 26 - GPCD Target of 136

FY 27 - GPCD Target of 134

Days Cash On-Hand (> 140 Days)

Debt to Capitalization Ratio (≤55%)

Debt to Service Coverage (≥ 2.4)

Mission

Strengthening our community by providing resilient essential services



Vision

Be a trusted community partner dedicated to excellence in service



Core Values

Safety, Team, Integrity, Culture, and Stewardship

Key Performance Indicators for Proposed FY 26-27 Strategic Goals

Infrastructure & Technology




**SAIDI <52.56 min.
(99.99% Rel.)**

Customer Feeder Count Avg. < 1200
Tree Trimming 20% per year
Locate Accuracy > 99.99%



**ITS Reliability
≥ 98%**

99% Technology System Monitoring
Critical Platforms past EoL < 5%
Critical Hardware past EoL < 5%
99% Devices with End Point Protection



**Infrastructure
Leakage Index
(ILI) <3.0**

> 75% of all Water Main Repairs or
Scheduled Repairs within 12 hours
> 65% Planned Daily Linear Maintenance



**Wastewater
Treatment Comp.
Events >98%**

MLSS +/- 15% (> 90% of Time)
> 65% Daily Vertical Maintenance

Mission

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Indices Score Example

Score ≥ 1.0 ✓

Average Score 1.16 ✓

Job	Earned Value	Planned Value	Score
Meter Replacements	95	80	1.19
Valve Exercising	85	75	1.13

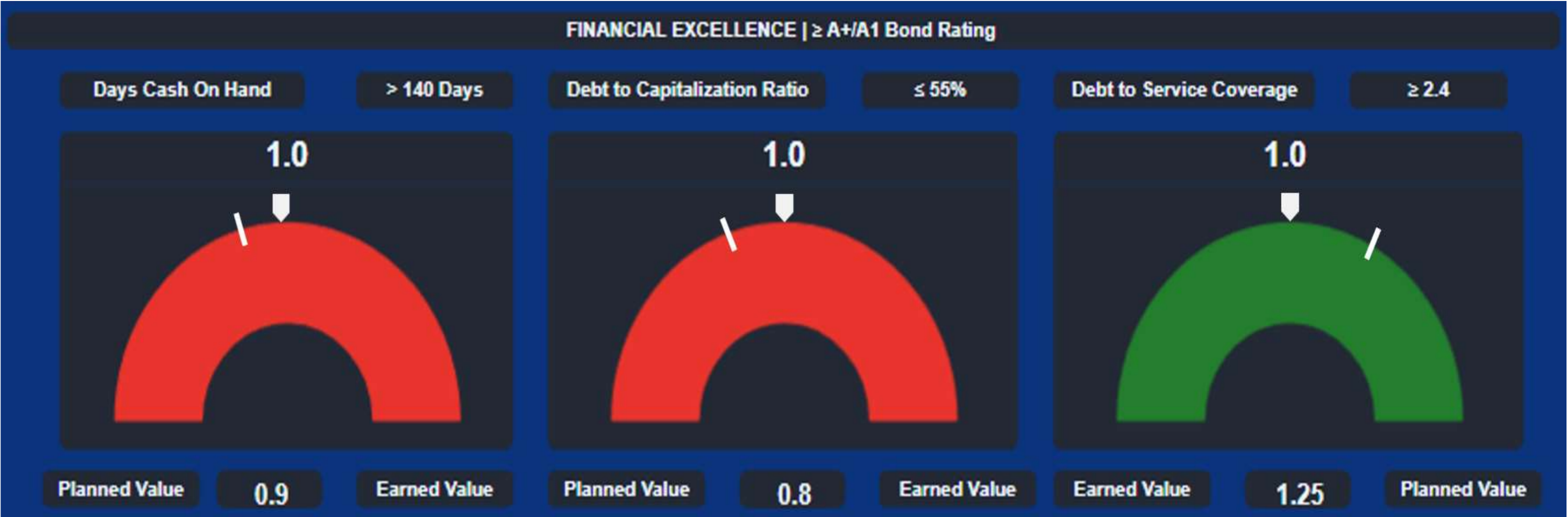


Indices Score Example



Achieve a bond rating of \geq A+/A1, by at least two of the three major rating agencies (S&P, Moody's, Fitch)

New Reporting Format (Example Data Only)



Days cash-on-hand (> 140 Days)
The value shown above is 126 (Example Only, This is not a representation of our current Days Cash on Hand)

Next Steps

Strategic Plan to January Board

Fiscal Year 2026/2027

1

2

3

4

5

Set Metrics/Indexes

Begin tracking

Quarterly Board Update

Mission

Strengthening our community by providing resilient essential services

+

Vision

Be a trusted community partner dedicated to excellence in service

+

Core Values

Safety, Team, Integrity, Culture, and Stewardship



QUESTIONS

Mission

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This item is being presented to the Board because the total amount of the contract exceeds \$250,000.00

FINANCIAL IMPACT

The financial impact to NBU for GMP #2 is \$3,321,297.00. This is being budgeted from the NBU Fiscal Year 2025 capital budget.

LINK TO STRATEGIC PLAN

Customers and Community

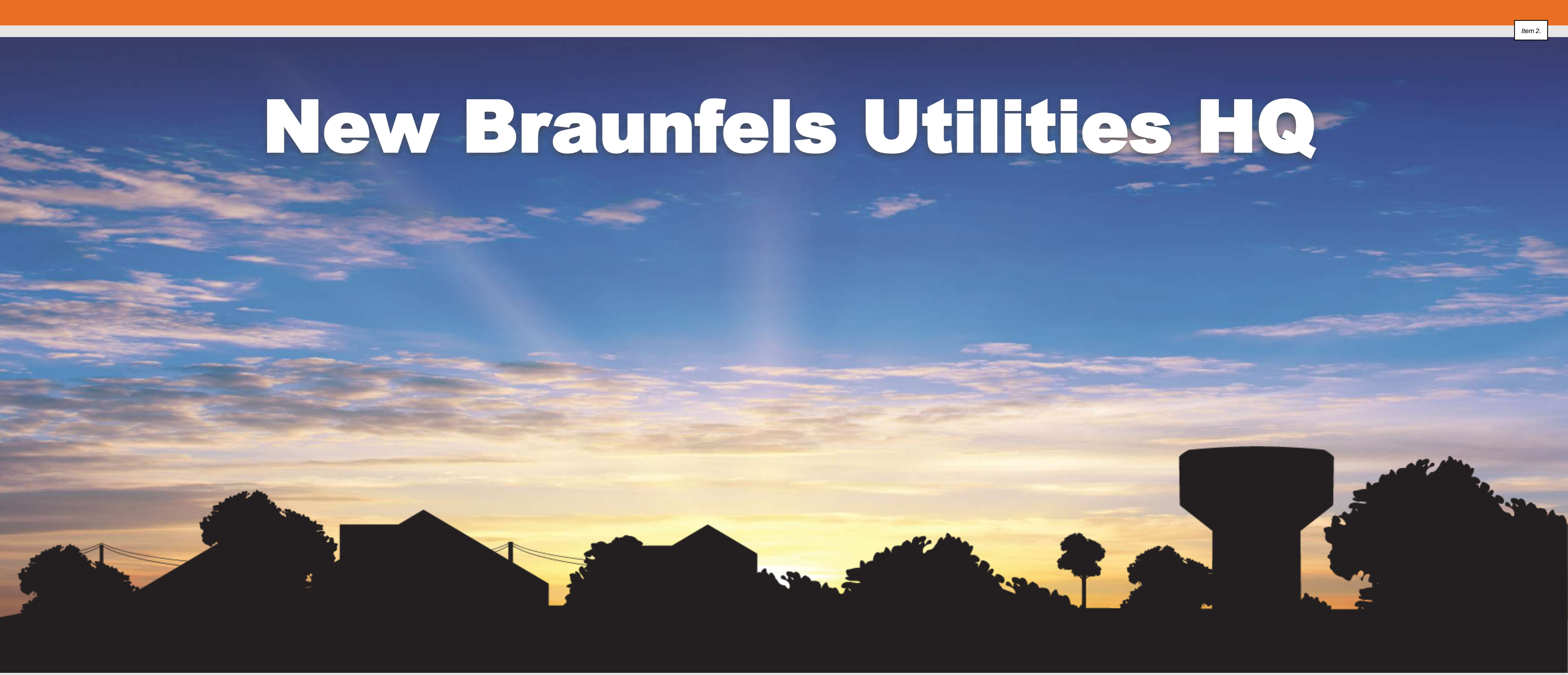
People and Culture

Safety and Security

EXHIBITS

1. A133 Exhibit A-2019-1660
2. A133 Exhibit B GMP #2 Amendment
3. A133 Exhibit C Cost Estimate and Clarifications

New Braunfels Utilities HQ



Guaranteed Maximum Price #2 and #3

January 30, 2025

Construction Manager at Risk

On March 28, 2024, the Board of Trustees approved a CMAR contract with SpawGlass for a future Headquarters for New Braunfels Utilities for 725 employees.

On December 8, 2024, the Board approved GMP #1 for Preconstruction Design Assist for MEP trades



Progress Report and Next Steps

- GMP #4 to April Board
- FGMP to May Board
- Moving dirt in March
- Groundbreaking in April/May
- Pour foundation in June



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Legend Key

- 1 Training and Testing Field
- 2 Equipment Building
- 3 Recycle/Trash Dumpsters
- 4 Operations Dock
- 5 Warehouse
- 6 Administration Bldg.
- 7 Spoils
- 8 Wire Storage
- 9 Pipe Storage
- 10 Wood Pole Storage
- 11 Transformer Storage
- 12 Steel Pole Storage
- 13 Maintenance Bldg.
- 14 Protection Buffer
- 15 Jurisdictional Waters Buffer Area
- 16 Paved Yard
- 17 Oversized Parking
- 18 Fleet Parking
- 19 Employee Parking
- 20 Public Parking
- 21 Walking Trail
- 22 Crew Ops
- 23 Dock Parking
- 24 Bulk Storage
- 25 Employee Courtyard
- 26 Ground Storage Tank
- 27 Site Fencing
- 28 Monument Sign
- 29 Cistern
- 30 Employee Entry Bridge
- 31 Grass Area



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East Courtyard



CANOPY DESIGN - DINING



Public Entrance



View to Board Room



Board Room





Board Room





Training Room





Executive Session Coffee Bar





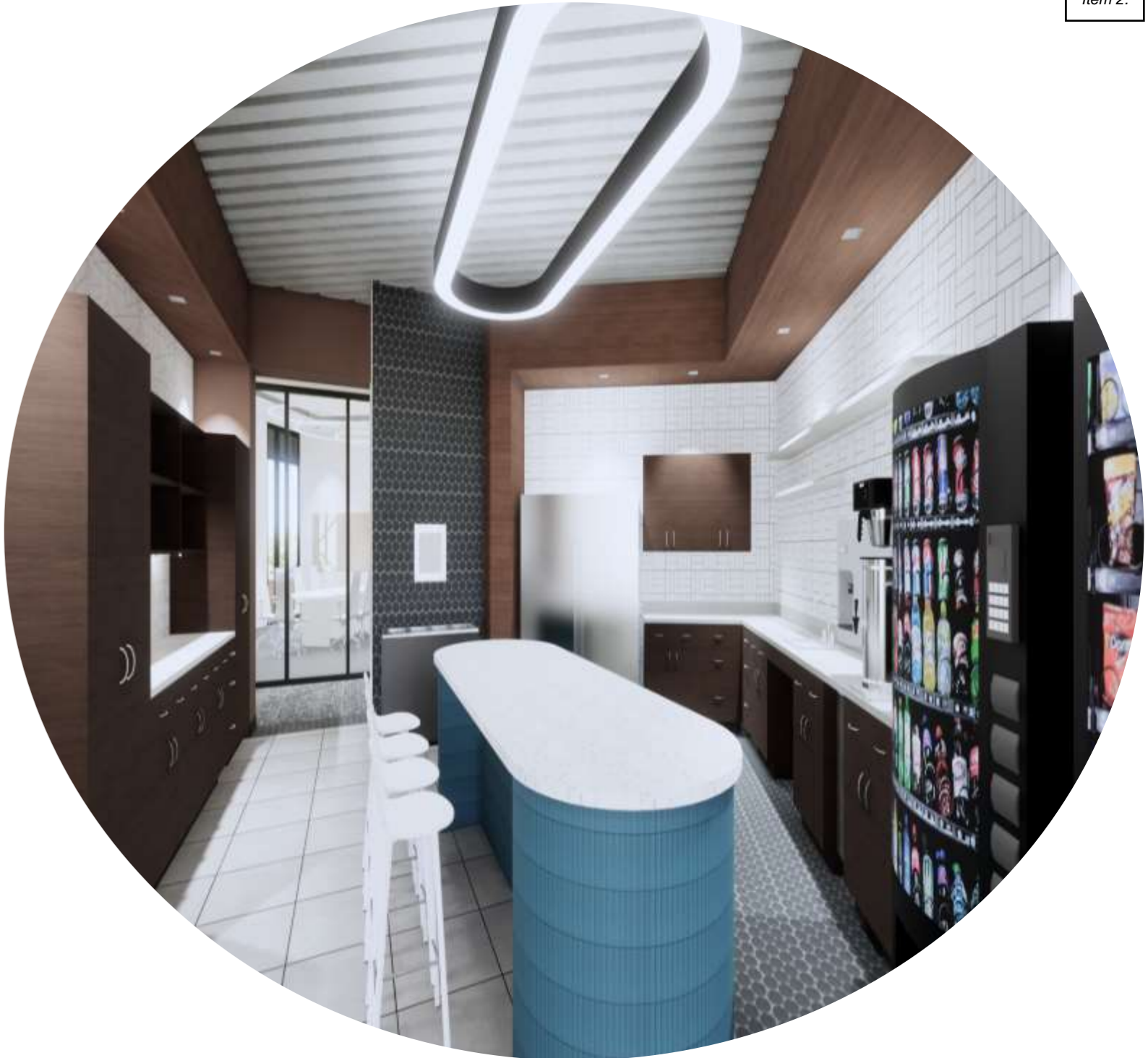
Open Work Area/ Office



Dining

Recommendation

NBU Staff recommends approval of GMP #2 for electrical gear, and generator



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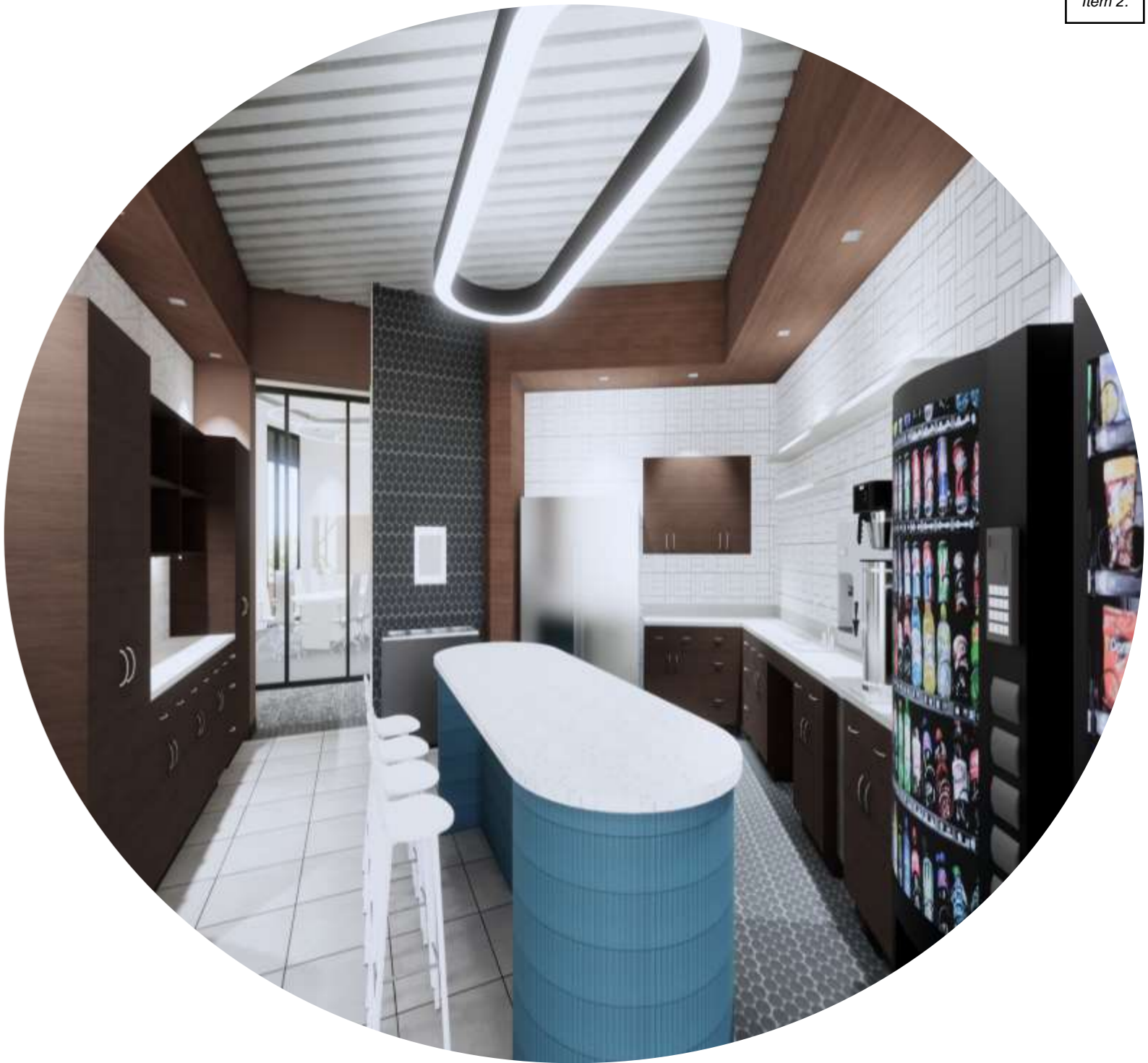
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Recommendation

NBU Staff recommends approval of GMP #3 for Site Package One for Site Utilities, TXDOT permit and site demolition.





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This item is being presented to the Board because the total amount of the contract exceeds \$250,000.00

FINANCIAL IMPACT

The financial impact to NBU for GMP #3 is \$21,084,904.00. This is being budgeted from the NBU Fiscal Year 2025 capital budget.

LINK TO STRATEGIC PLAN

Customers and Community

People and Culture

Safety and Security

EXHIBITS

1. A133 Exhibit A - 2019-1660
2. A133 Exhibit B GMP #3 Amendment
3. A133 Exhibit C Cost Estimate and Clarifications

timeline includes NBU Board approval of the application resolution on January 30, 2025, and City Council approval of the application resolution on February 10, 2025.

FINANCIAL IMPACT

No financial commitment is made by NBU during the application stage.

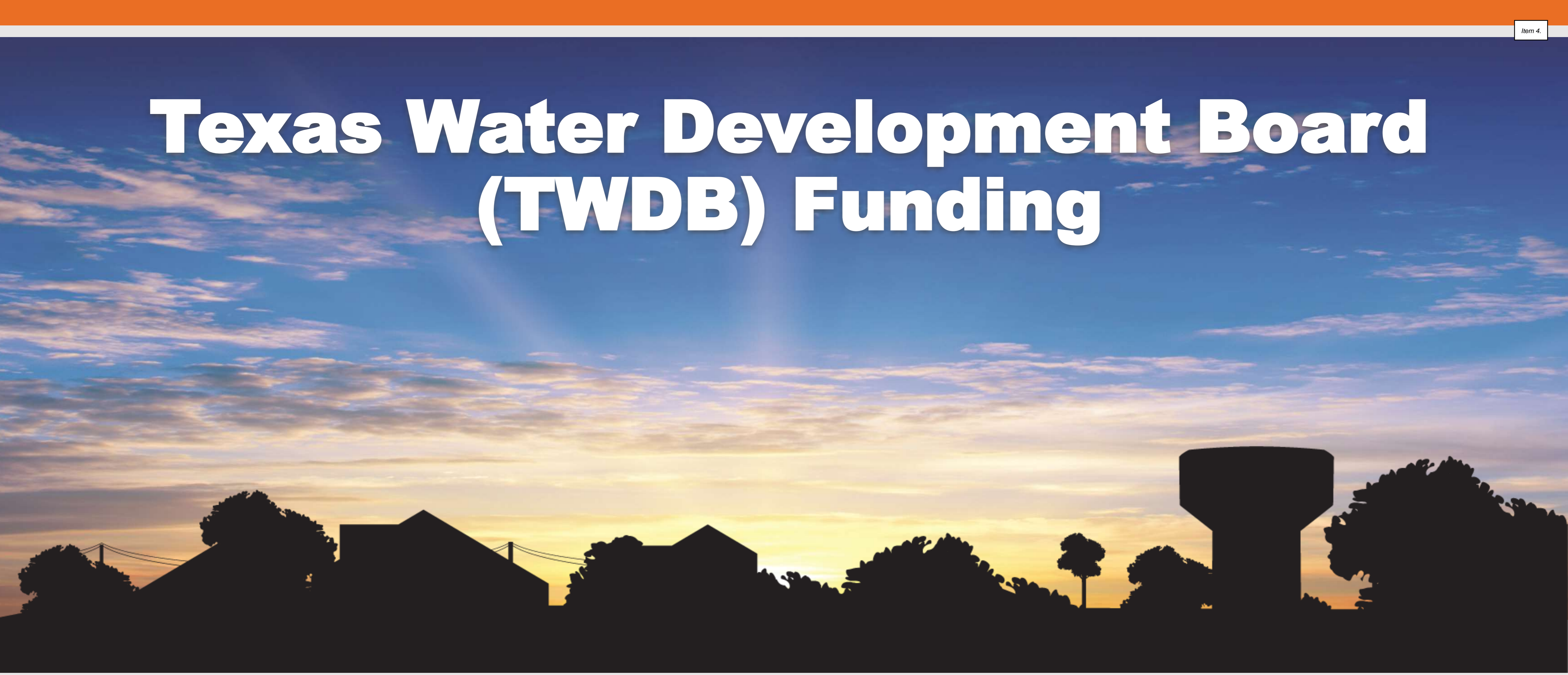
LINK TO STRATEGIC PLAN

Financial Excellence

EXHIBITS

1. NBU Board Resolution
2. Application Affidavit
3. Application Resolution - Certificate of Secretary
4. Application Filing and Authorized Representative Resolution

Texas Water Development Board (TWDB) Funding



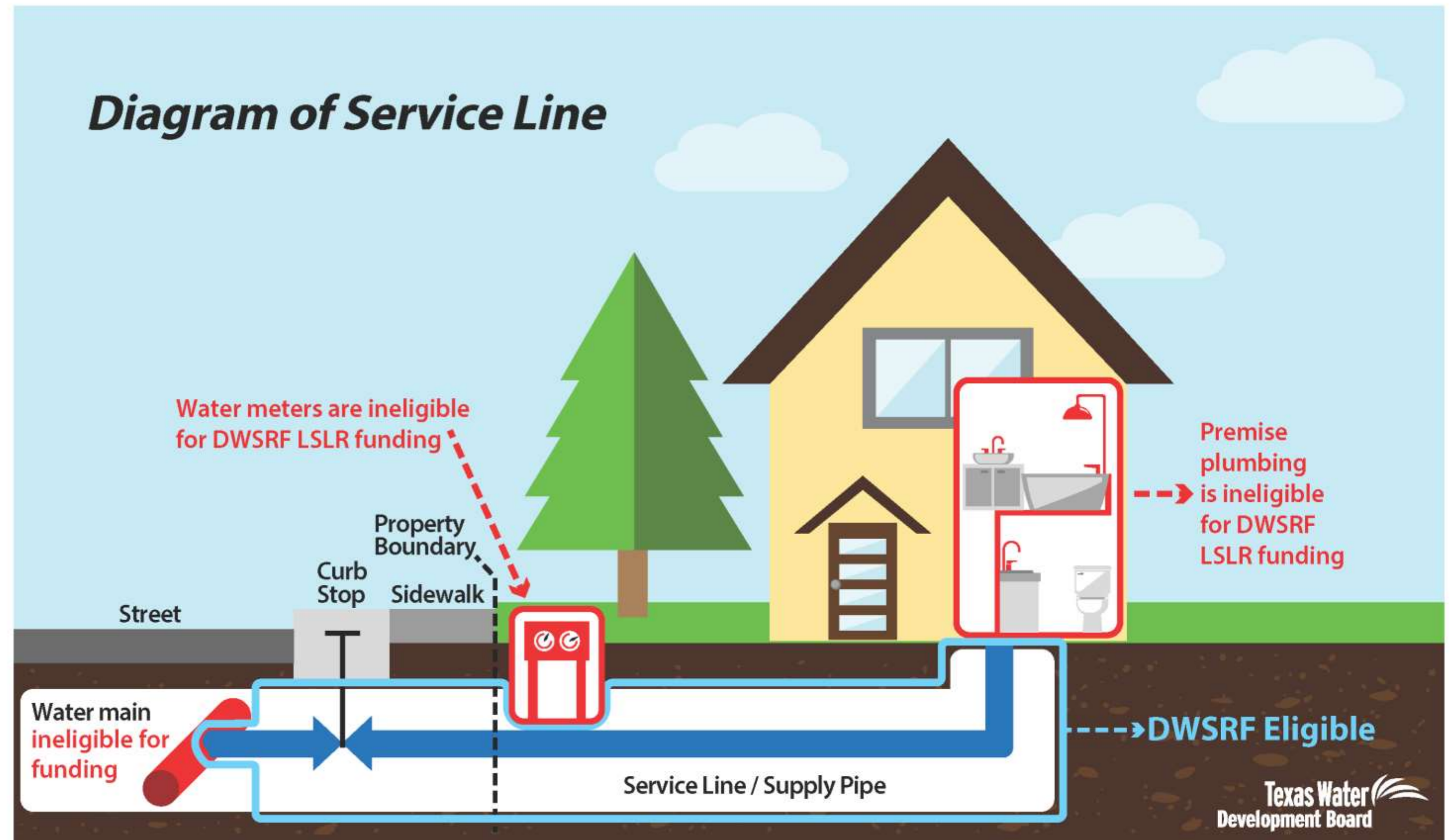
Lead Service Line Replacement (LSLR) Program

January 30, 2025

TWDB LSLR Program

- **Lead Service Line Replacement program (LSLR)**

- Infrastructure Investment and Jobs Act (IIJA) appropriated funds through the Drinking Water State Revolving Fund (DWSRF) for LSLR projects and associated activities directly connected to the identification, planning, design, and replacement of lead service lines.
- Fixed-rate loans offered at below-market interest rates (basis points off borrower's underlying credit rating)
- Financing is 51% principal loan forgiveness and 49% low-interest loan



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TWDB Funding Application

- **TWDB Application:**

- Must apply to receive financial assistance under the DWSRF
- Requesting financial assistance from the TWDB in an amount not to exceed \$25,000,000
- No financial commitment is made by NBU during the application stage
- NBU would seek additional NBU Board and City Council approval prior to the issuance of any bonds relating to this program

- **TWDB Funding:**

- Debt issuance similar to a regular NBU bond issuance
- Repayment terms up to 30 years
- Issued per NBU's Financial Operating Plan
- Issued under TWDB's AAA bond rating
- Subsidized interest rates
- 51% forgivable loan and a 49% low-interest loan

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NBU Water Service Line Inventory

- **Contractors finished the potholing work in July 2024**
 - 3,267 Galvanized Requiring Replacement Lines were identified
 - 942 Unknowns
 - 2 lead service lines were found on NBU's side of the meter
 - Both were replaced at the time of identification
- **NBU sent out letters in October to each customer with either galvanized requiring replacement lines or unknowns**
- **NBU crews continue to identify unknown service lines**
 - Estimate all unknowns should be identified by the end of the 2025
- **Replacement plan will be developed in twelve months**
- **Replacement is currently required to begin in October 2027**
 - Currently expect roughly 3,600 replacements

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Tentative Timeline



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Meeting Date: January 30, 2025 **Agenda Type:** Presentation Items

From: Michael G. Short, P.E.
Director of Water Services
and Compliance **Reviewed by:** Michael G. Short, P.E.
Director of Water Services and
Compliance

Submitted by: Mark Steelman
Chief Operations Officer **Approved by:** Ryan Kelso
Chief Executive Officer

RECOMMENDED ACTION: Presentation on Remapping the Area Bounded by New Braunfels Utility’s Certificate of Convenience and Necessity and Service Territory for Water and Wastewater

CCN and Service Area Policy

Dave Christiansen, P.E.
Water and Wastewater Master
Planning Engineer
Freese and Nichols, Inc.



January 2025

- Background
- Project steps to date
- Recommendation & Associated Impacts
- Next steps

Background

- Certificate of Convenience and Necessity (CCN) vs. Service Area
- Current NBU Policy
 - NBU's Water and Sewer CCNs and service areas do not match
 - CCN boundary changes
 - No established policy
 - NBU typically only expands CCN when requested *at the requestor's cost*
 - Water
 - CCN changes typically require developer agreements to serve outside CCN
 - Sewer
 - NBU historically has served outside it's sewer CCN without developer agreements
 - NBU has limited sewer service over the Edwards Aquifer Recharge Zone (EARZ)
 - NBU's current preference is to not create separate developer agreements for service outside of the CCNs.

Project steps to date

- October 19, 2023, Board Workshop - Presentation on CCN and Service Policy
- February 21, 2024, Engineering Community Outreach and Workshop – CCN Boundaries
- June 18, 2024, Community Advisory Panel – CCN Workshop
 - CAP members provided feedback on the project Team’s intent and goal.
- August 1, 2024, Engaged FNI – NBU CCN Mapping Project
- November 15, 2024, City of Schertz Staff - CCN Overlaps along IH-35
 - Schertz Staff and NBU agreed on revised dividing lines between the CCNs.

NBU Staff Recommendations

- Serve water and sewer only within the CCNs
- Modify Water Service Area as part of our next master planning and impact fee effort to reduce the northwest limits
- Modify Sewer CCN to better match the Sewer Service Area
- Require new developments to modify NBU's CCNs as a condition of service

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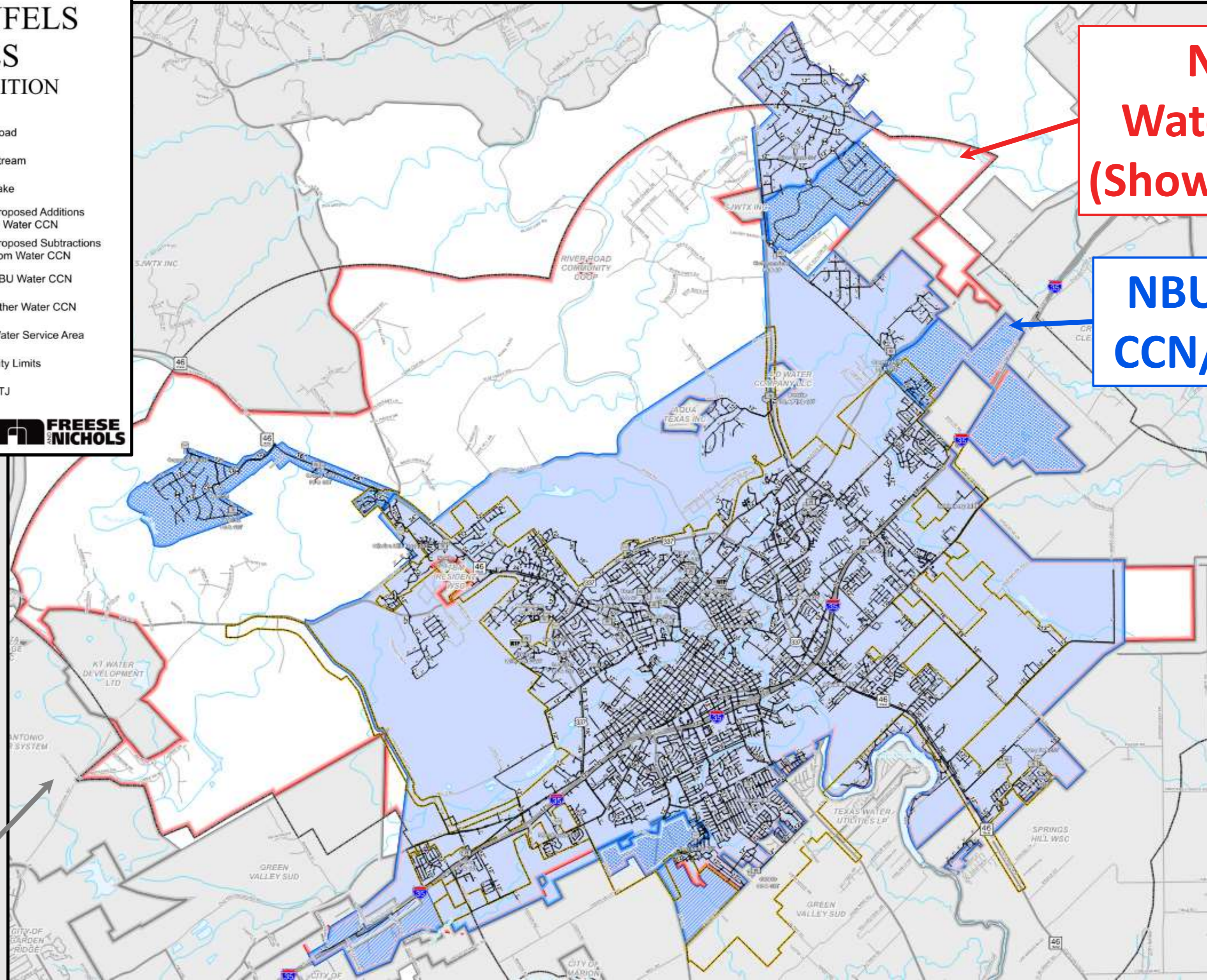
Core Values

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DRAFT FIGURE 1 NEW BRAUNFELS UTILITIES

WATER CCN ADDITION LEGEND

- Valve
- Well
- Water Treatment Plant (WTP)
- Pump Station (PS)
- Standpipe (SP)
- Ground Storage Tank (GST)
- Elevated Storage Tank (EST)
- Hydropneumatic Tank (HPT)
- 10" and Smaller Water Line
- 12" and Larger Water Line
- Road
- Stream
- Lake
- Proposed Additions to Water CCN
- Proposed Subtractions from Water CCN
- NBU Water CCN
- Other Water CCN
- Water Service Area
- City Limits
- ETJ



**NBU Existing
Water Service Area
(Shown for Reference)**

**NBU New Water
CCN/Service Area**

Other CCNs

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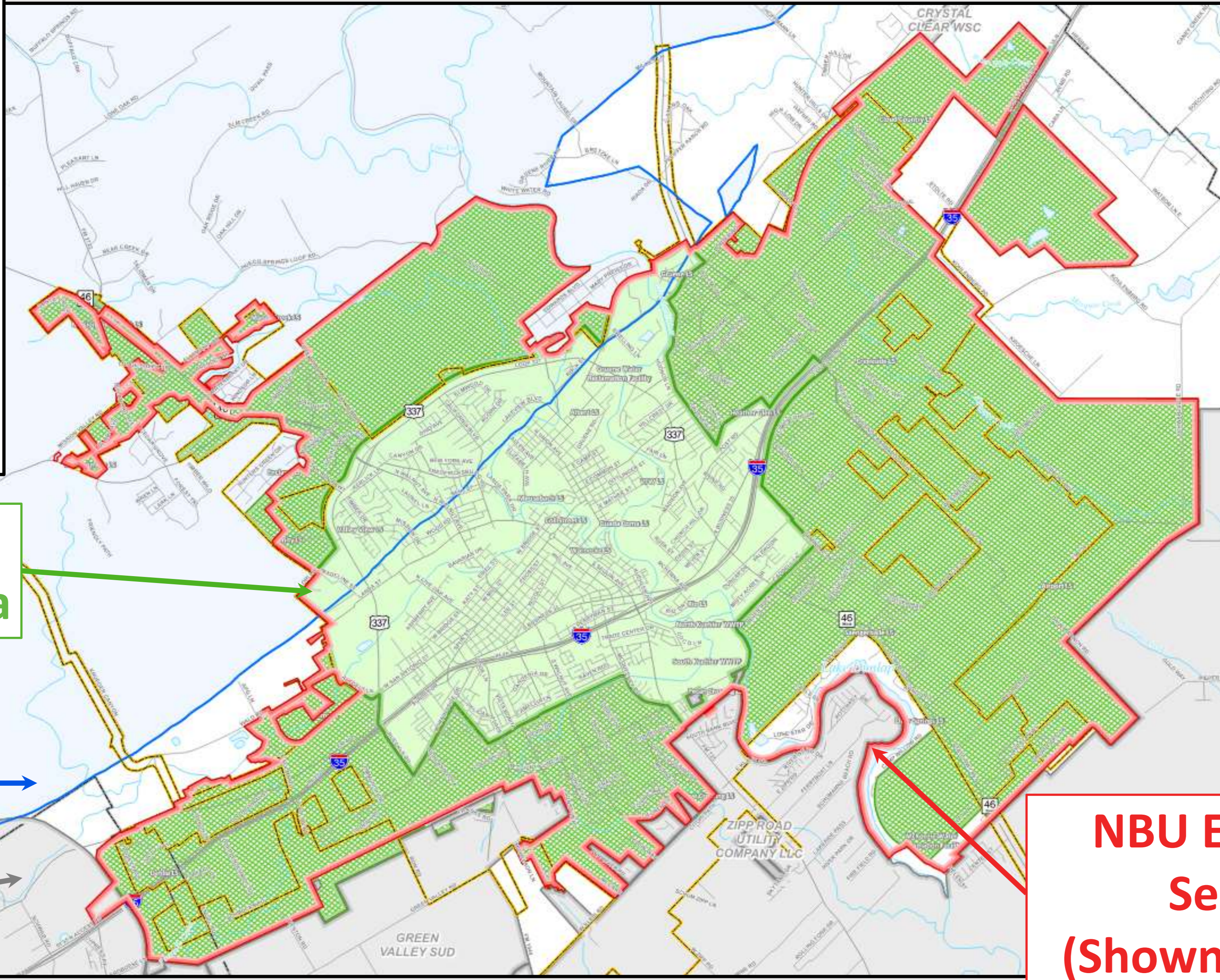
Core Values

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DRAFT FIGURE 2 NEW BRAUNFELS UTILITIES SEWER CCN ADDITION LEGEND

- Road
- City Limits
- ETJ
- Lift Station
- WWTP
- 8" and Smaller Wastewater Line
- 10" and Larger Wastewater Line
- Force Main
- Stream
- Lake
- Edwards Aquifer Recharge Zone
- Proposed Additions to Sewer CCN
- NBU Sewer CCN
- Other Sewer CCN
- Wastewater Service Area



**NBU Sewer
CCN/Service Area**

EARZ

Other CCNs

**NBU Existing Sewer
Service Area
(Shown for Reference)**

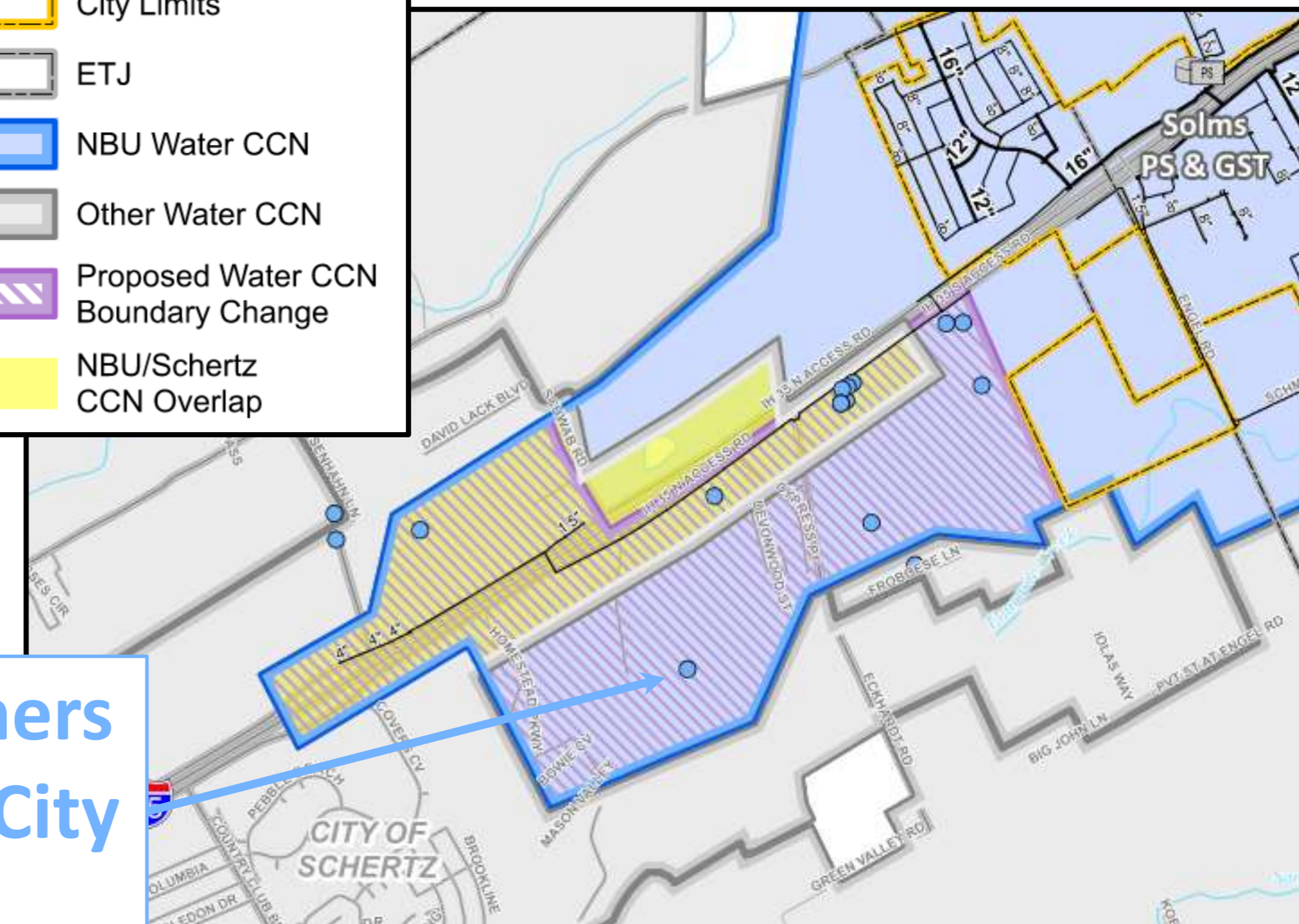
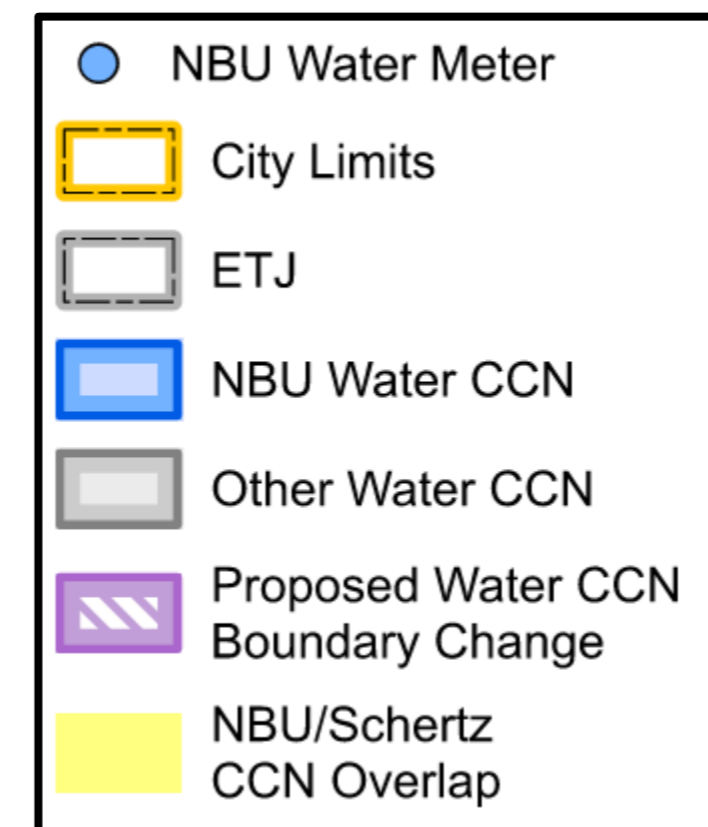
Water System – Growth & Demand Impacts

Phase	EXISTING		FUTURE		TOTAL	
	Connections Removed	Max Day Demand Removed (MGD)	Connections Removed	Max Day Demand Removed (MGD)	Connections Removed	Max Day Demand Removed (MGD)
2025-2030	15	0.01	673	0.44	688	0.45
2031-2045	0	0.00	2,863	1.86	2,863	1.86
2046-Buildout	0	0.00	49,413	32.02	49,413	32.02
TOTAL	15	0.01	52,949	34.31	52,964	34.32

Water System – Financial Impacts

- Estimated Annual Revenue Lost – Existing Customers
 - Assumes current rate structure
 - Applied current rate structure to existing connections removed from service area assuming FY2023 consumption
 - Calculated estimated annual revenue lost

Existing Customers Transferred	Actual FY23 Revenue	Estimated Annual Revenue
15	\$13,430	\$15,055



Existing NBU customers to be transferred to City of Schertz

Water System – Financial Impacts

- Estimated Annual Revenue Lost – Future Customers Not Served
 - Assumes current rate structure and impact fees
 - Calculated average consumption per connection for FY2023
 - 9,570 gallons per month x 12 months per year = **114,840 gallons per year per connection**
 - Applied current rate structure to connections removed from service area assuming FY2023 average consumption per connection
 - Calculated estimated annual revenue per connection not served
 - \$70.41 per month x 12 months per year = **\$844.87 per year per connection**
 - Impact fees not collected = **\$19,448 per new water connection**
 - At Buildout:
 - 52,964 connections not served
 - ~17 mgd average daily consumption removed
 - ~\$45M reduction in future annual revenue
 - ~\$1B in impact fees not collected

	Connections	Annual Consumption (MGD)	Annual Revenue	Impact Fees
Existing	49,833 ¹	16 ²	\$36,086,761 ³	-
Buildout with Revised Area	114,742	36	\$90,926,593	\$1,262,350,232
Buildout with Previous Area	167,706	53	\$135,674,422	\$2,292,394,104

1. As of September 2024 2. FY2023 Consumption 3. FY2023 Total Revenue from Water Consumption

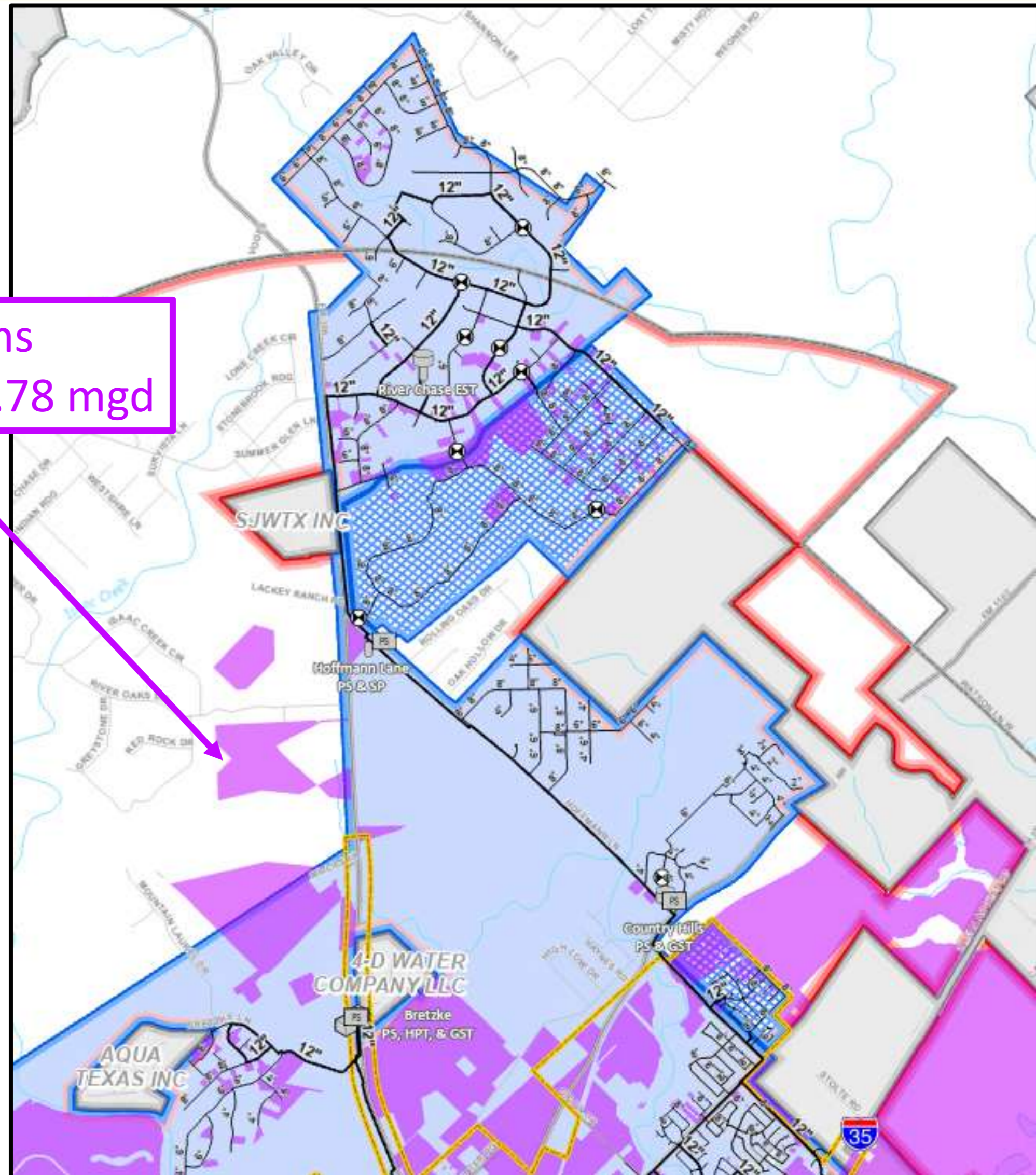
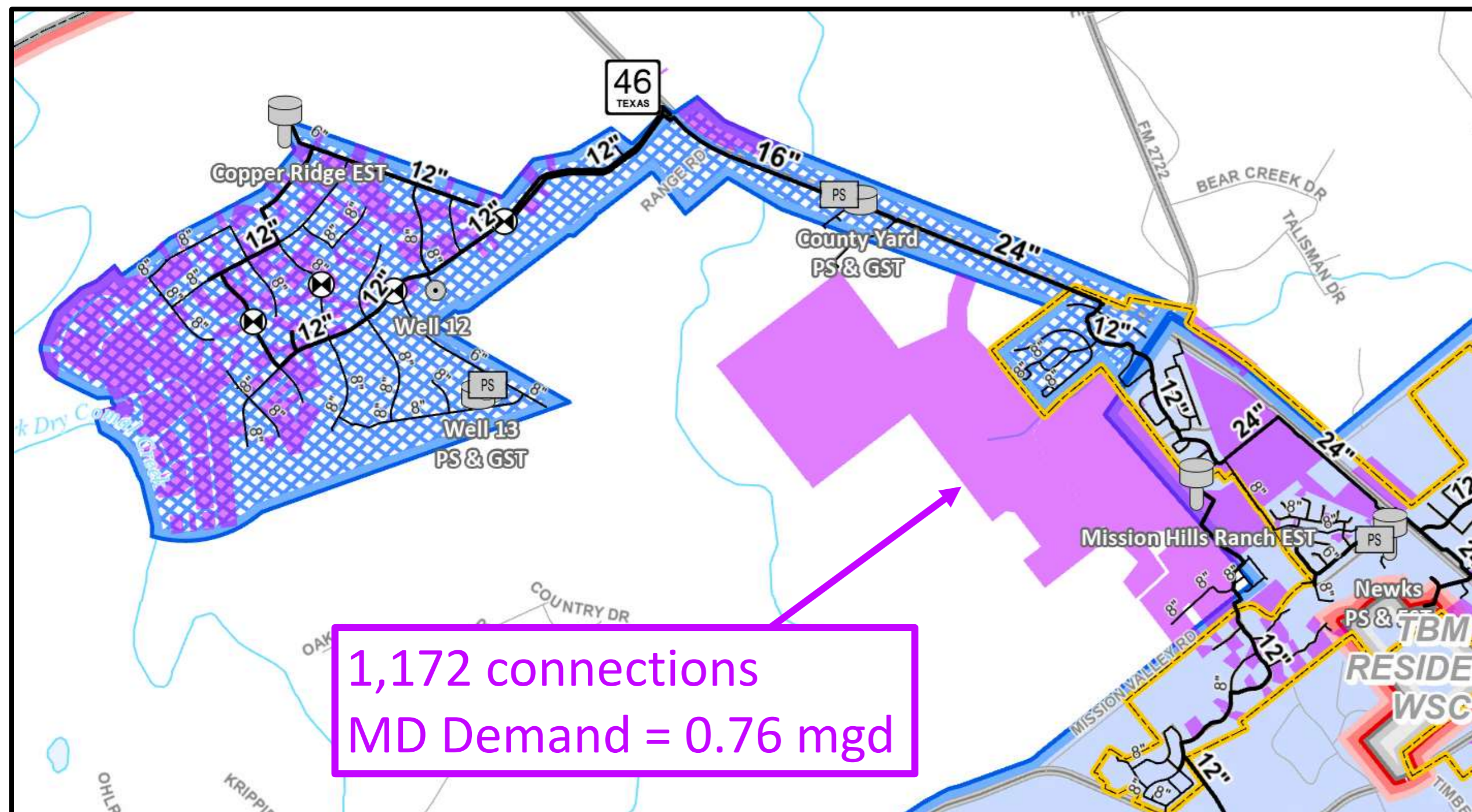
Water System – CIP Impacts

- Minimal reduction in 2025-2045 demands
- Minimal impacts to current 25-year CIP
- Will reduce CIP needs beyond 2045

2025-2045 Growth from 2021 Master Plan

1,209 connections
MD Demand = 0.78 mgd

1,172 connections
MD Demand = 0.76 mgd



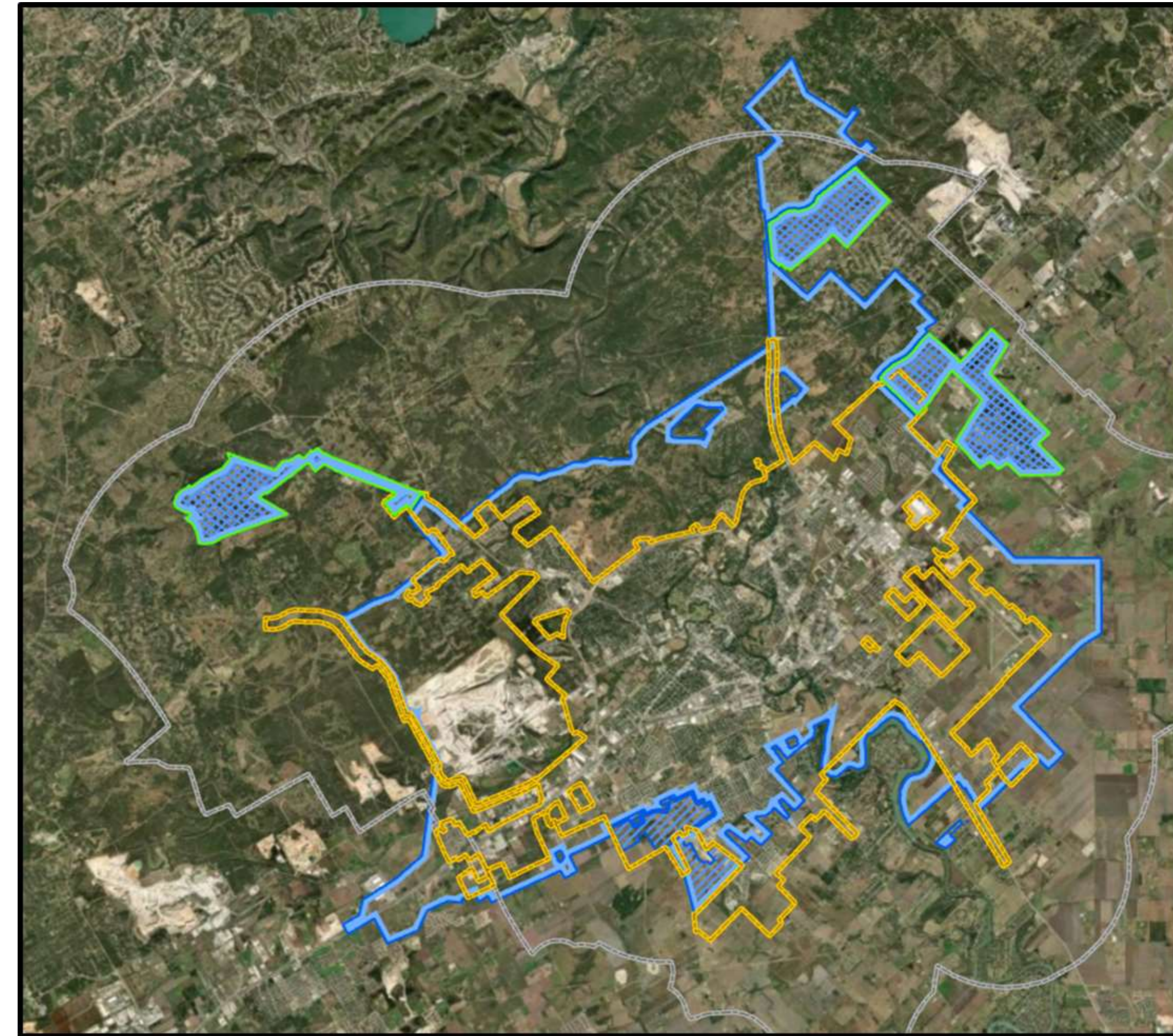
→ Next Steps

- Update Board – Presentation TODAY
- Coordinate draft policy with NBU Legal
 - Revised policy will include clarification on NBU's service connection application process and include provisions allowing NBU to apply fees to developers seeking inclusion in NBU's CCN
- Continue coordination and finalization of changes with neighboring utilities impacted by NBU's CCN changes
- Present revised policy to NBU Board for approval



➔ Next Steps Continued

- CCN Changes Finalized
 - Prepare Mapping for PUC
 - Prepare and Submit Application to PUC
 - Administrative Review by PUC
 - Technical Review by PUC
 - Landowner/Neighboring Entity Notifications
- Update Impact Fee Service Area Maps



Questions?



Dave Christiansen, P.E. – David.Christiansen@freese.com
Freese and Nichols, Inc.