



**NOTICE OF OPEN MEETING**  
**FEBRUARY BOARD OF TRUSTEES**  
NBU Board Room, 263 Main Plaza, New Braunfels, Texas 78130  
February 26, 2026, at 1:00 PM  
[www.nbutexas.com](http://www.nbutexas.com)

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## AGENDA

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Neal Linnartz

### PUBLIC COMMENT

### ITEMS FROM THE CHAIR

1. American Public Power Association Legislative Rally Update
2. Any Other Items Permitted Under Section 551.0415 of the Texas Government Code

### ITEMS FROM STAFF

1. CEO's Update
  - a. Community Engagement: Rain Barrel Workshop for the Comal Garden Club
  - b. NBU Monster Detective Program Presentation at Carl Schurz Elementary School
  - c. NBU Employee Chili Cookoff
  - d. Any Other Items Permitted Under Section 551.0415 of the Texas Government Code
2. Financial Update and Report, Including an Update on the Impact Fee Program Effective February 1, 2023 (referred to as Program E)
3. Quarterly Investment Report
4. Quarterly Drought Update Report
5. Quarterly Strategic Plan Update – Second Quarter of Fiscal Year 2026
6. Monthly NBU Headquarters Progress Update

### CONSENT ITEMS FOR ACTION

1. Approve Minutes of the NBU Regular Board Meeting of January 29, 2026
2. Approve the Electric Line of Business Alternative Procurements from December 15, 2025, through January 15, 2026

- [3.](#) Approve the Change Order Log from December 15, 2025, through January 15, 2026
- [4.](#) Approve the Reports for Water and Electric Engineering Contracts from August 1, 2025, through January 15, 2026
- [5.](#) Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Provenance Engineering, LLC, for the Design of the New Bretzke Pump Station and Bretzke-Hoffmann Transmission Pipeline Project
- [6.](#) Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with WSP USA Inc. for the Design of the Blieders Creek Interceptor Project
- [7.](#) Authorize the CEO or His Designee to Negotiate and Execute a BuyBoard Cooperative Agreement, BuyBoard Contract No. 724-23, with Chastang Enterprises – Houston, LLC d/b/a Chastang Ford, LLC, for the Purchase of One (1) F250 4x4 Regular Cab Truck with Utility Bed and Five (5) F150 Supercab Trucks
- [8.](#) Authorize the CEO or His Designee to Negotiate and Execute a Naming Rights and License Agreement among Elizabeth Bowerman, Headwaters at the Comal (“Headwaters”), and NBU, Naming the Gathering Room at the Headwaters at the Comal Site (the “Headwaters Site”) in Honor of the Blackwood Bowerman Family’s Charitable Gift to Headwaters
- [9.](#) Authorize the CEO or His Designee to Negotiate and Execute a Naming Rights and License Agreement among the John L. Santikos Charitable Foundation, (the “Foundation”), Headwaters, and NBU, Recognizing a Charitable Gift from the Foundation to Headwaters with Signage on the Gathering Room Wall at the Headwaters Site
- [10.](#) Authorize the CEO or His Designee to Negotiate and Execute a Naming Rights and License Agreement among J. Patrick Wiggins and Rebecca Wiggins (the “Wiggins Family”), Headwaters, and NBU, Recognizing a Charitable Gift from the Wiggins Family to Headwaters with Signage at the Entrance Gardens at the Headwaters Site
- [11.](#) Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Square One Consultants, Inc. for Owner’s Representative and Project Management Services for the Headwaters at the Comal Phase 3 Project Consisting of Two Additional Buildings and Associated Landscaping and Other Improvements
- [12.](#) Authorize the CEO or His Designee to Negotiate and Execute a First Amendment to the Professional Services Agreement with Guadalupe-Blanco River Authority for Water and Wastewater Laboratory Testing Services
- [13.](#) Authorize the CEO to Negotiate and Execute a Professional Services Agreement with Terreno Services, Inc. for Wireless Transmitter Leasing Program Consulting and Management Services

## **ACTION ITEMS**

- [1.](#) Discuss and Consider Approval of a Professional Services Agreement with Alliance for Cooperative Energy Services Power Marketing LLC for Thermal Generation Consulting Services

2. Discuss and Consider Receiving the Community Advisory Panel’s Report on Proposed Drought Contingency Plan
3. Discuss and Consider Adopting Resolution #R-2026-205 to Approve Proposed Amendments to Chapter 130, Article IV, Division 3, Division 5, Division 6, and Division 7 of the Code of Ordinances of the City of New Braunfels (I) Adjusting Residential and Landscape Irrigation Drought Surcharges, (II) Revising Drought Stage Designations and Triggers, (III) Clarifying Definitions and Other Provisions; and (IV) Resolving Other Matters Incident and Related Thereto, and to Authorize the CEO to Present the Amendments to the New Braunfels City Council for Consideration

## 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)
  - a. Energy Risk Management Policy
  - b. Power Supply Update
  - c. Discuss and Consider Edison Electric Institute (EEI) Resolution Allowing NBU to Enter into a Master Agreement Related to Power Supply Transactions
2. Consultation with Attorney Regarding Pending or Contemplated Litigation, Settlement Offers, and/or Other Matters Protected by Attorney-Client Privilege (Section 551.071 – Texas Government Code) pertaining to the following:
  - a. Discuss *MMF NBTX LAND, LLC v. City of New Braunfels, New Braunfels Utilities, and Ryan Kelso, in his official capacity as Chief Executive Officer of New Braunfels Utilities*, No. C2025-1252D (433rd District Court, Comal County, Texas)
  - b. Discuss *New Braunfels Utilities v. TRC Engineers, Inc.*, Cause No. C2024-1980D (433rd District Court, Comal County, Texas)
3. Consultation with Attorney Regarding Pending or Contemplated Litigation, Settlement Offers, and/or Matters Protected by Attorney-Client Privilege (Section 551.071 – Texas Government Code); Real Property (Section 551.072 – Texas Government Code)

Discuss Legal Matters Relating to Potential Eminent Domain Action to Secure the Following Easements for the Western Downtown to Morningside Pressure Zone Conversion Project:

- a. a 0.005 Acre (220 sq. ft) Permanent Utility Easement and a 0.042 Acre (1,821 sq. ft) Temporary Construction Easement out of Lot 13, Pleasant View Subdivision in Comal County, Texas, according to the plat thereof recorded in Volume 4, Page 54, of the Map and Plat Records of Comal County, Texas, as conveyed to Leonardo Hernandez III, Herman G. Hernandez, Yvette Hernandez Rodriguez, Michael Hernandez and Yvonne Hernandez Garcia by Gift Deed recorded in Document No. 201706012849, Official Public Records, Comal County, Texas, as it may have been modified by Affidavit of

Correction Concerning Instrument recorded in Document No. 202006016641, Official Public Records, Comal County Texas, also known as Comal County Parcel No. 44948

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

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

**ADJOURN**

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

**CERTIFICATE OF POSTING**

I, Ryan Kelso, Secretary to the Board of Trustees, do hereby certify that this Notice of Meeting was posted on a bulletin board at a place convenient to the public at the City of New Braunfels City Hall, 550 Landa Street, New Braunfels, Texas; the New Braunfels Utilities Main Office, 263 Main Plaza, New Braunfels, Texas; and the New Braunfels Utilities Customer Solutions Center, 1488 South Seguin Avenue, New Braunfels, Texas, on the **20th day of February 2026**, and remained posted continuously for at least three business days before the scheduled date of the meeting.

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



## FINANCIAL IMPACT

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### Electric

The Electric Line of Business reported total operating revenues of \$24,933,000, a \$7,766,000 increase from the January budgeted amount of \$17,167,000. The net rate realized per kWh was \$0.1842, which was 52% greater than the budgeted rate of \$0.1213 for the month of January. January kWh sales were 132.2 million kWh, a 5.4 million kWh decrease, or 4%, in comparison to the budgeted amount of 137.6 million kWh.

Purchased power costs totaled \$19,402,000, which was \$6,759,000 greater than the budgeted amount of \$12,643,000. Electric gross margin, which is total operating revenues minus purchased power, resulted in the amount of \$5,531,000 for the month of January and \$42,871,000 YTD. These amounts were \$1,007,000 greater than and \$9,839,000 greater than the budgeted amount of \$4,524,000 Month-to-Date (“MTD”) and \$33,032,000 YTD, respectively. Other operating expenses were less than budget by \$920,000. These items resulted in the Electric Line of Business reporting net operating income of \$2,726,000, which was \$1,926,000 greater than the budgeted amount of \$800,000. Net non-operating items provided a favorable variance from budget of \$1,032,000. Services income was greater than budget by \$1,056,000. The Electric Line of Business reported in January 2026 CNPAC of \$3,898,000 and YTD CNPAC of \$26,867,000. These amounts were \$4,013,000 greater than and \$19,793,000 greater than their respective January 2026 MTD and January 2026 YTD budget amounts.

### Water

The Water Line of Business reported total operating revenues of \$3,962,000, a \$503,000 increase, or 15%, from the January budgeted amount of \$3,459,000. In January, water gallons sold of 342,140,000 were greater than the budgeted amount of 295,938,000 (a 46,202,000-gallon variance from budget, or 16%). NBU’s net realized price per 1,000 gallons sold in January was \$11.38, which was less than the budgeted amount of \$11.42. Operating expenses for January were \$4,769,000, which was \$342,000 less than the budgeted amount of \$5,111,000. The net effect of higher revenues and less operating expenses than budgeted resulted in Water’s net operating income of (\$807,000), which was greater than budget. Net non-operating items provided a favorable variance of \$418,000 from budget. Impact fees of \$783,000 were less than budget by \$676,000, and services income of \$62,000 was less than budget by \$34,000. The Water Line of Business reported in January 2026 CNPAC of (\$521,000) and YTD CNPAC of \$5,550,000. These amounts were \$552,000 greater than and \$4,231,000 greater than their respective January 2026 MTD and January 2026 YTD budget amounts.

### Wastewater

The Wastewater Line of Business reported total operating revenues of \$3,764,000, a \$21,000 increase from the January budgeted amount of \$3,743,000. Total operating expenses of \$3,024,000 were \$666,000 less than the budgeted amount of \$3,690,000. As a result, the Wastewater Line of Business reported net operating income of \$740,000, which was \$688,000 greater than the budgeted amount of \$52,000. Net non-operating items provided a favorable variance of \$511,000 from budget. Impact fees were less than budget by \$262,000. The Wastewater Line of Business reported January 2026 CNPAC of \$541,000 and YTD CNPAC of \$5,270,000. These amounts were \$936,000 greater than and \$6,385,000 greater than their respective January 2026 MTD and January 2026 YTD budget amounts.

**LINK TO STRATEGIC PLAN**

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**Financial Excellence**

**EXHIBITS**

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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

- January 2026 Financials

- Kimberly DaCosta, Accounting Manager



# Board Financial Policy Compliance - January 2026 YTD

	FY 2026 Budget	Financial Policy	FY 2026 Actual*
<b>Debt to Capitalization (lower is better)</b>	48.9%	≤55.0%	<b>39.4%</b>
<b>Debt Service Coverage (higher is better)</b>	2.75	≥2.40	<b>4.64</b>
<b>Days Cash on Hand (higher is better)</b>	220	≥140	<b>243</b>
<b>Days Liquidity on Hand (higher is better)</b>	N/A	N/A	<b>404</b>

\* Amounts are calculated by annualizing the YTD results

**Mission**

Strengthening our community by providing resilient essential services

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**Vision**

Be a trusted community partner dedicated to excellence in service

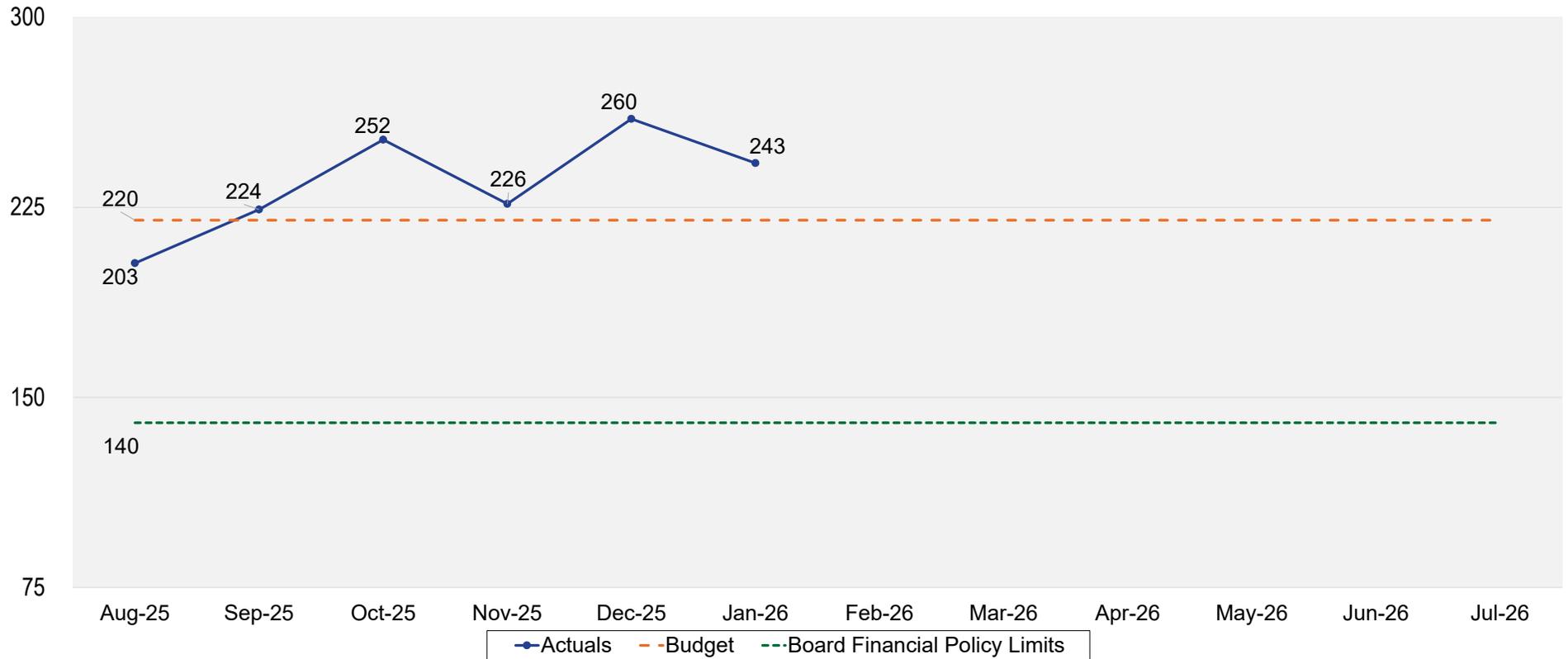
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**Core Values**

Safety, Team, Integrity, Culture, and Stewardship



# Days Cash on Hand - January 2026 YTD



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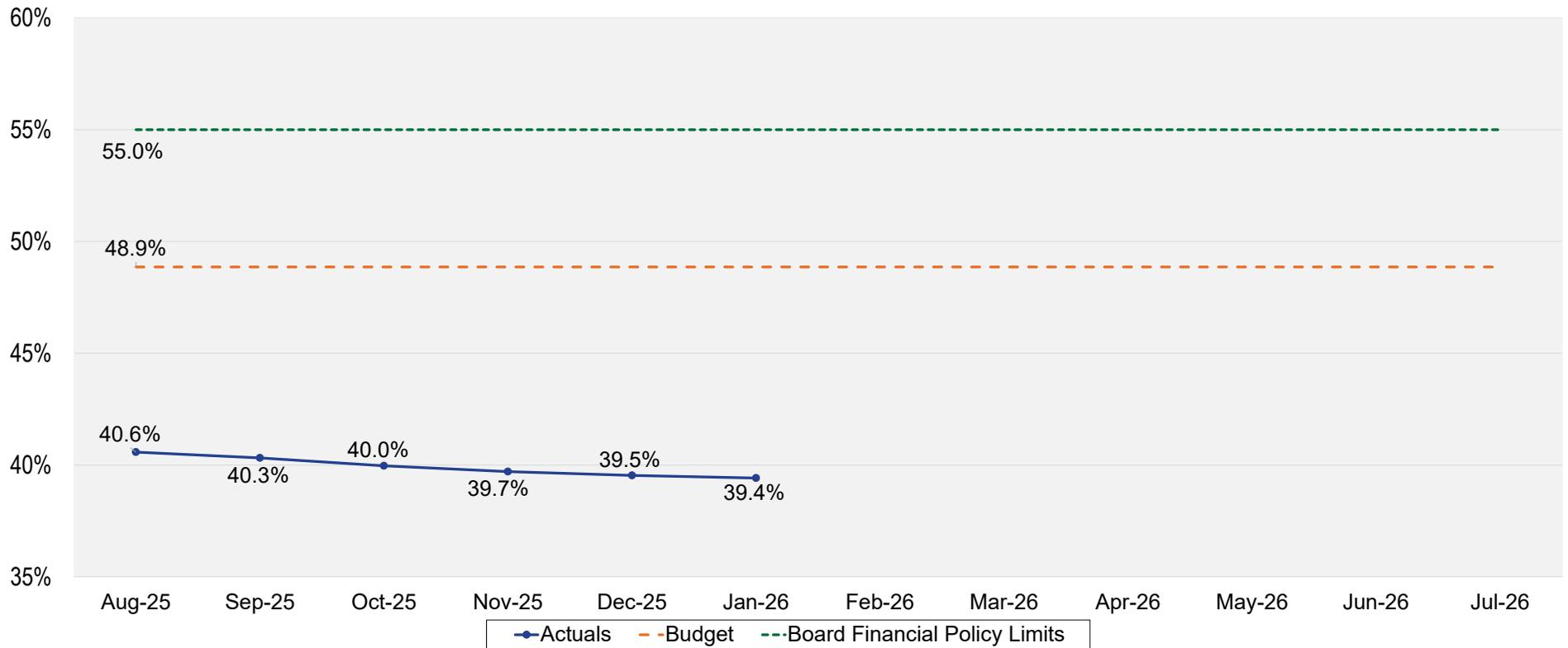


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# Debt to Capitalization - January 2026 YTD



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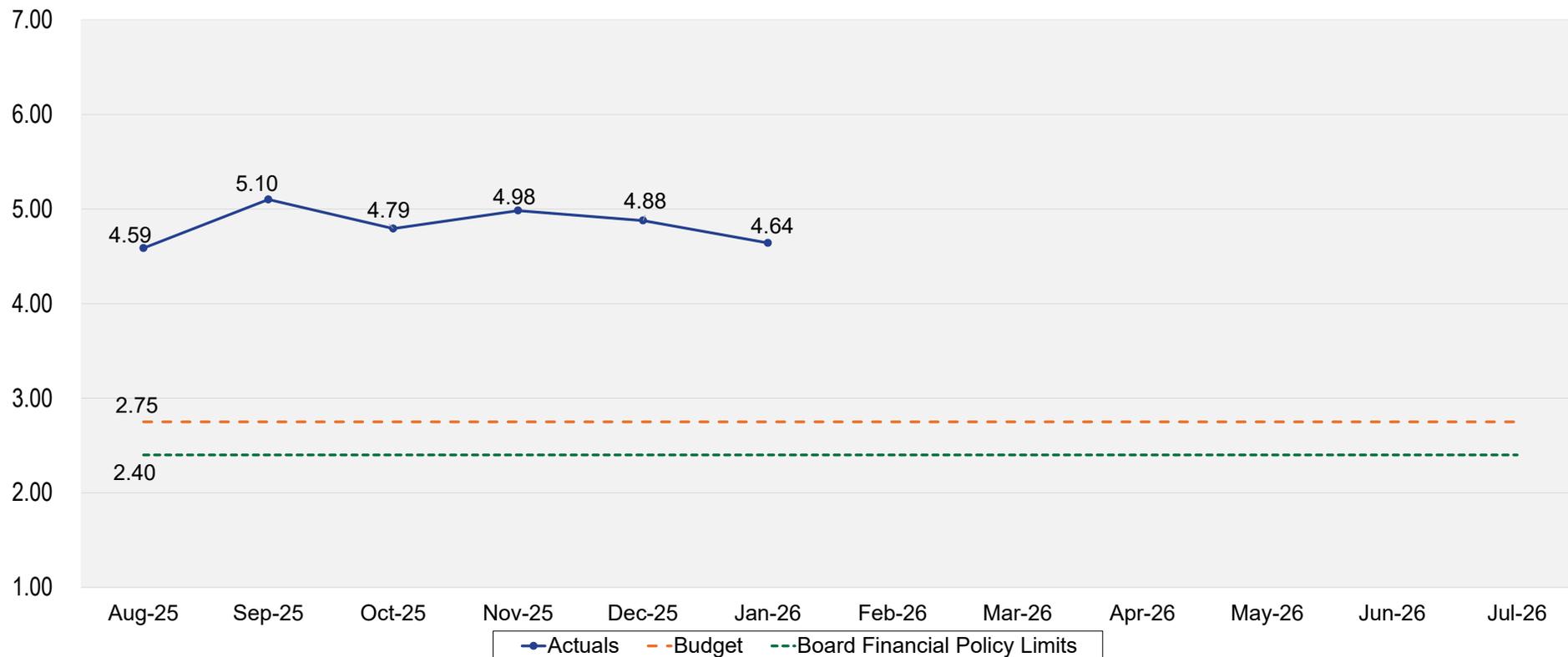


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# Debt Service Coverage - January 2026 YTD



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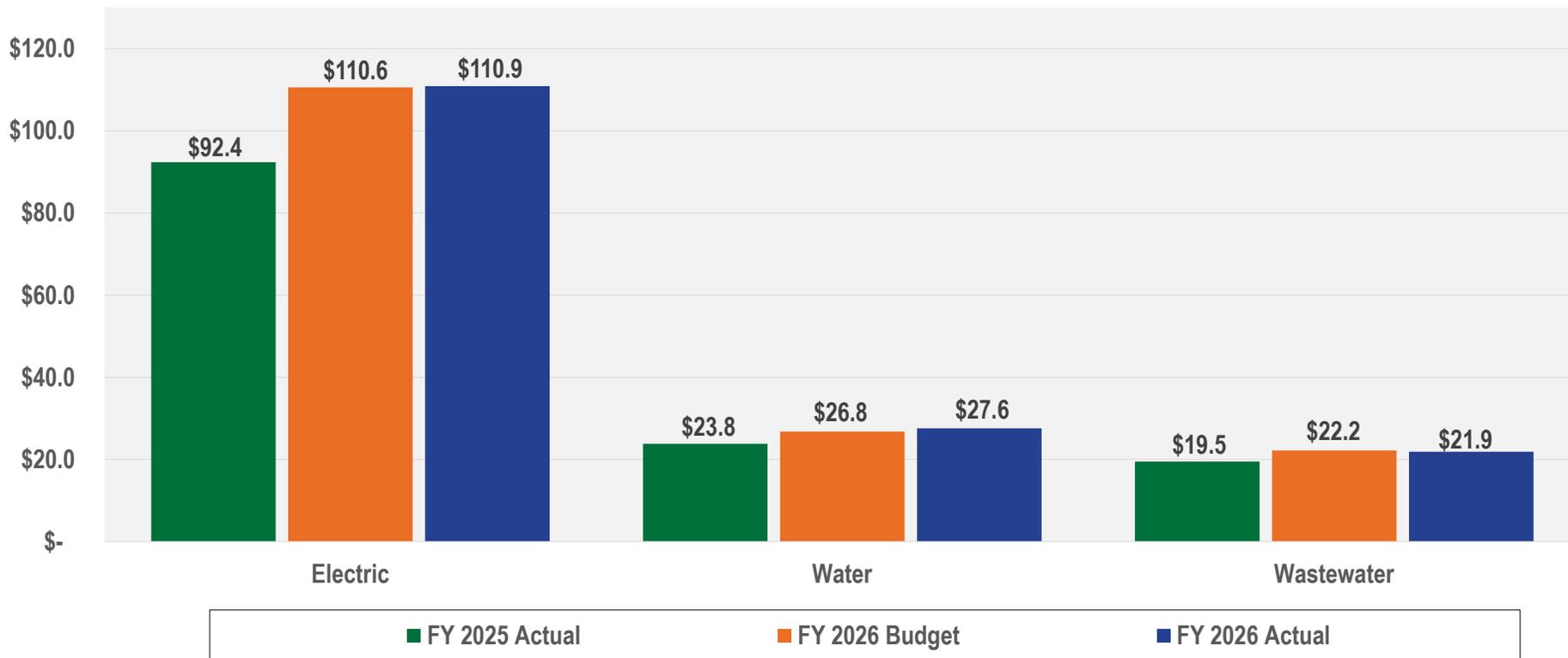


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# Operating Revenue by LOB January 2026 YTD – Amounts in Millions



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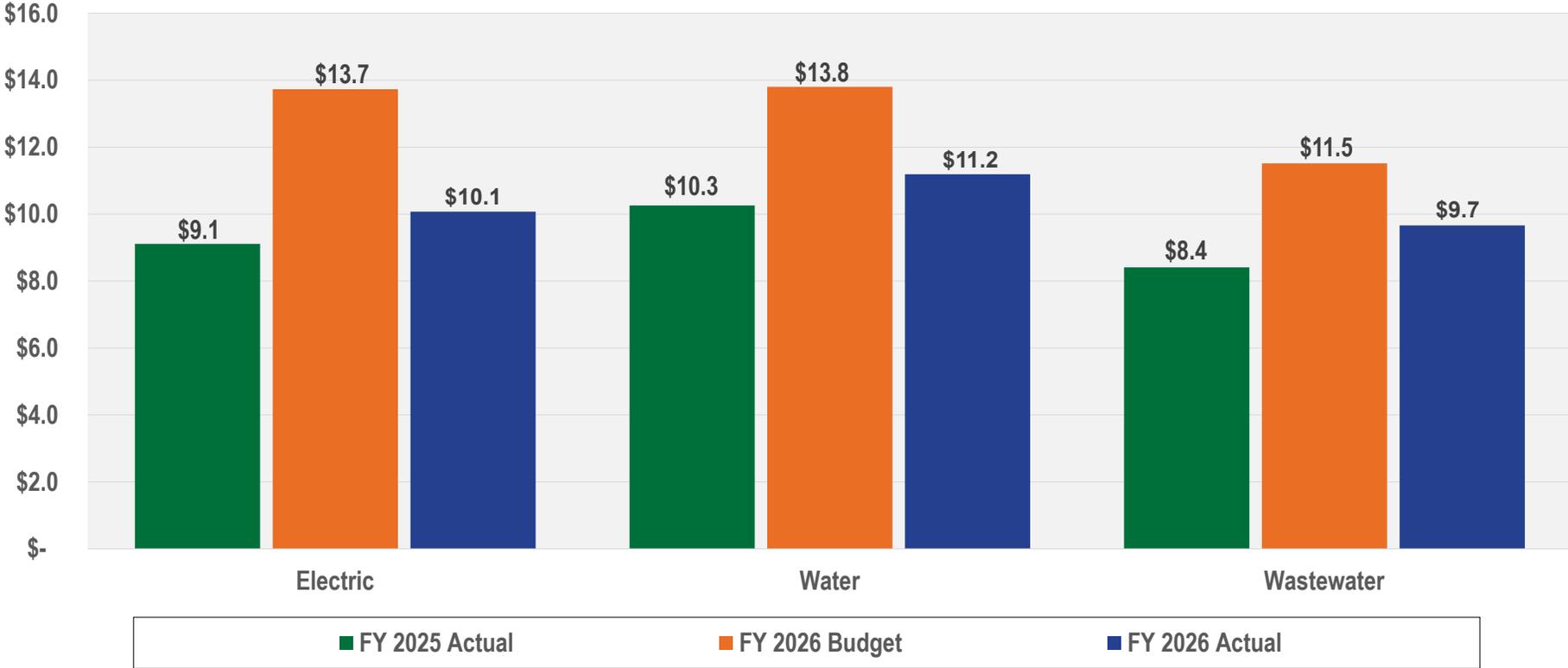


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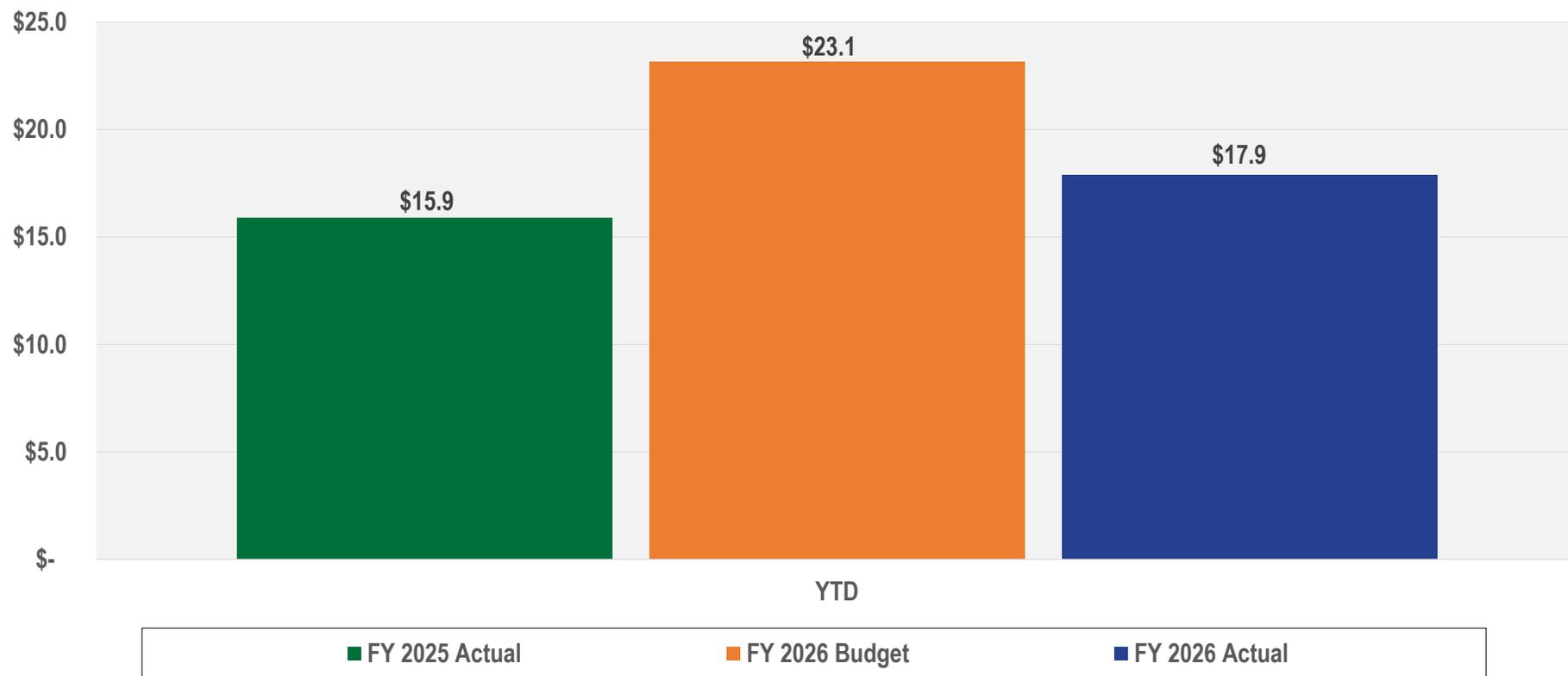


# Operating Expenses\* by LOB January 2026 YTD – Amounts in Millions



\*Excludes purchased power, purchased water, and depreciation expense. Includes Support Services Allocation.

# Operating Expenses for Support Services January 2026 – Amounts in Millions



\* Prior to allocation to each line of business.

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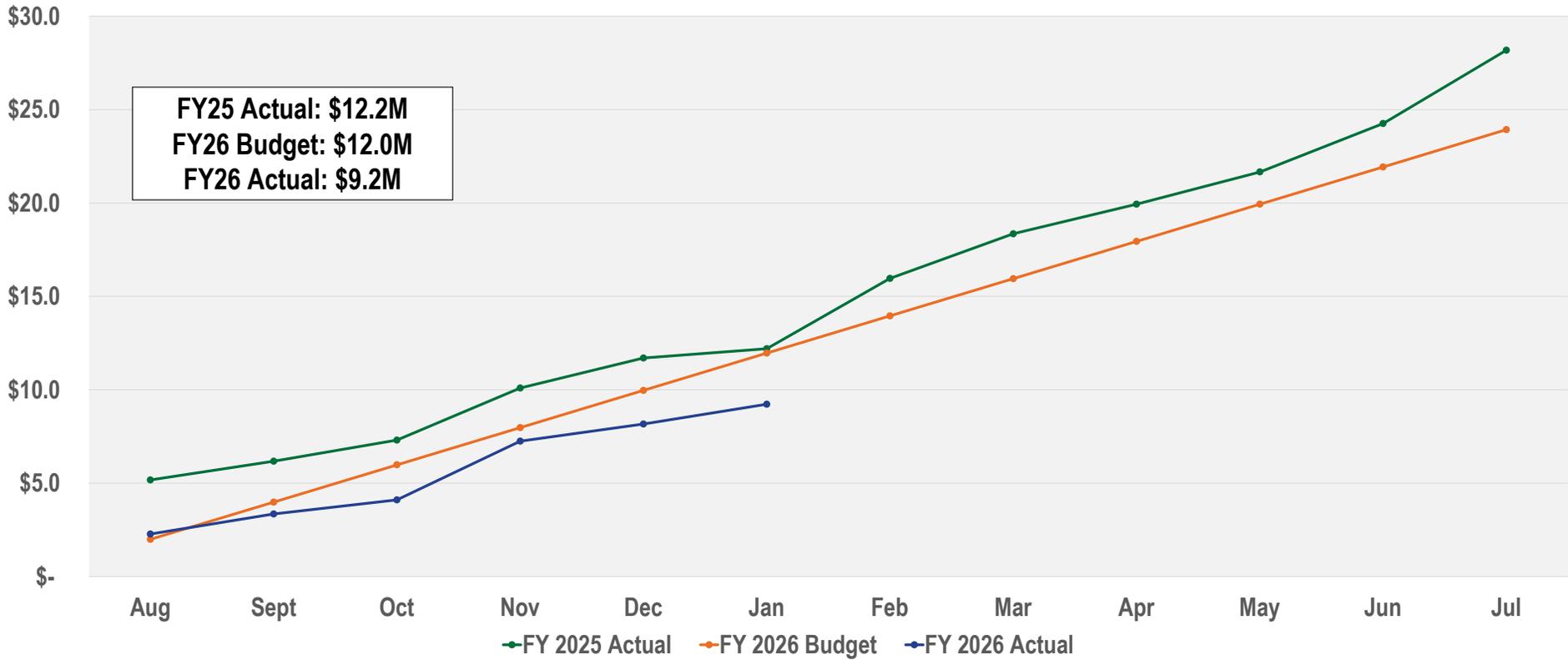


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# Impact Fee Revenue January 2026 YTD – Amounts in Millions\*



\* Amounts shown are YTD for each month

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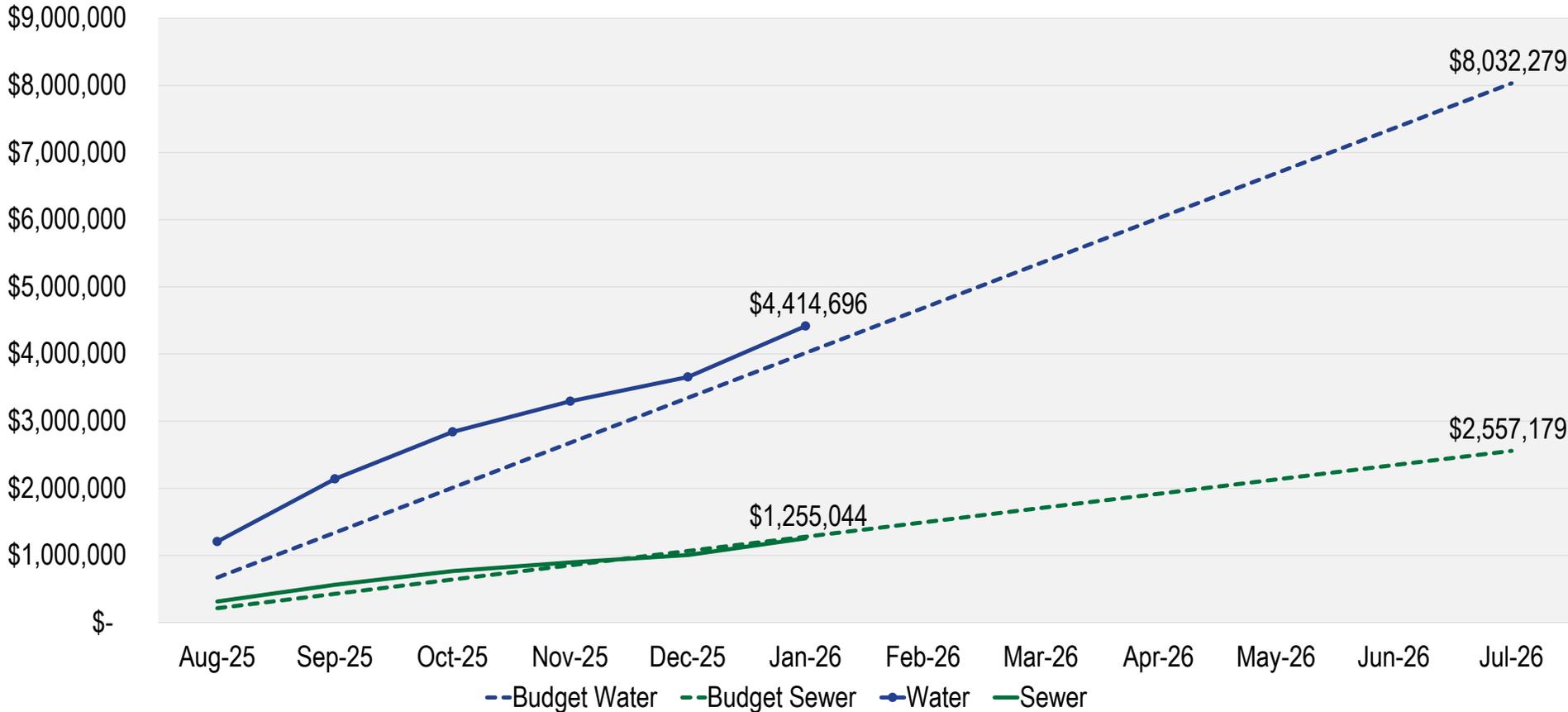


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# Impact Fees Collections-Program E Update – January 2026



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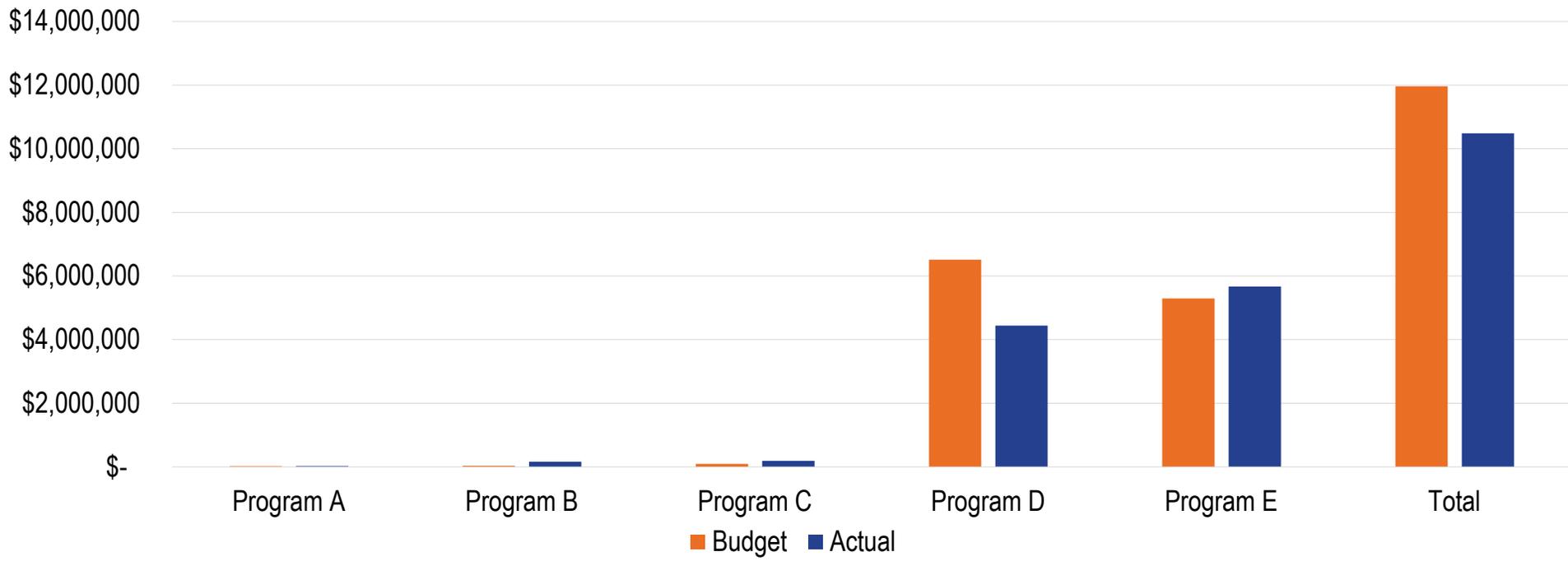


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# Impact Fee Collections FY26 through January 2026



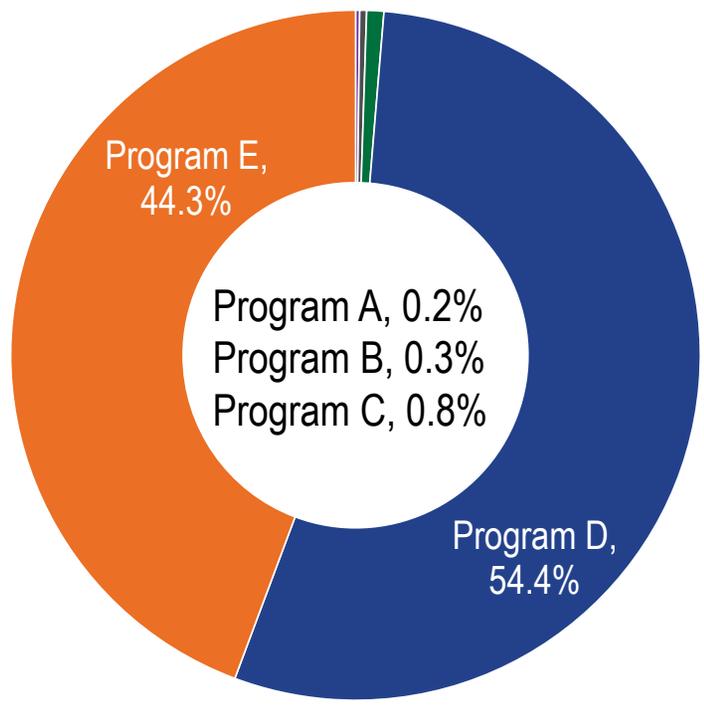
Collections	Program A	Program B	Program C	Program D	Program E	Total
<b>Budget</b>	\$ 22,588	\$ 38,702	\$ 93,137	\$ 6,513,649	\$ 5,294,729	\$ 11,962,805
<b>Actual</b>	23,027	161,187	190,669	4,442,082	5,669,740	10,486,705
<b>Over/(Under) Budget</b>	\$ 439	\$ 122,485	\$ 97,532	\$ (2,071,568)	\$ 375,011	\$ (1,476,100)

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 **Vision** Be a trusted community partner dedicated to excellence in service + 
 **Core Values** Safety, Team, Integrity, Culture, and Stewardship

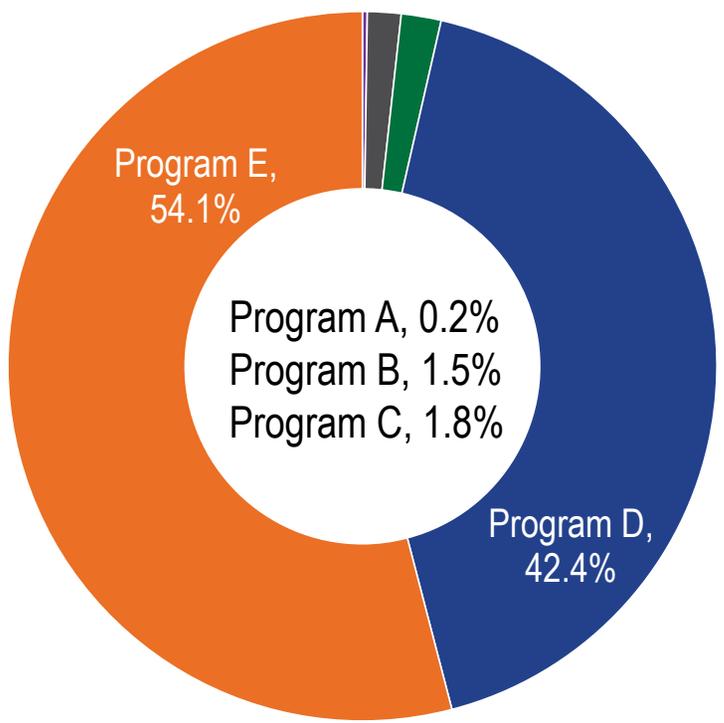
**NBU NEW BRAUNFELS UTILITIES**

# Percentage of Total Collections FY26 through January 2026

**Budget**



**Actual**

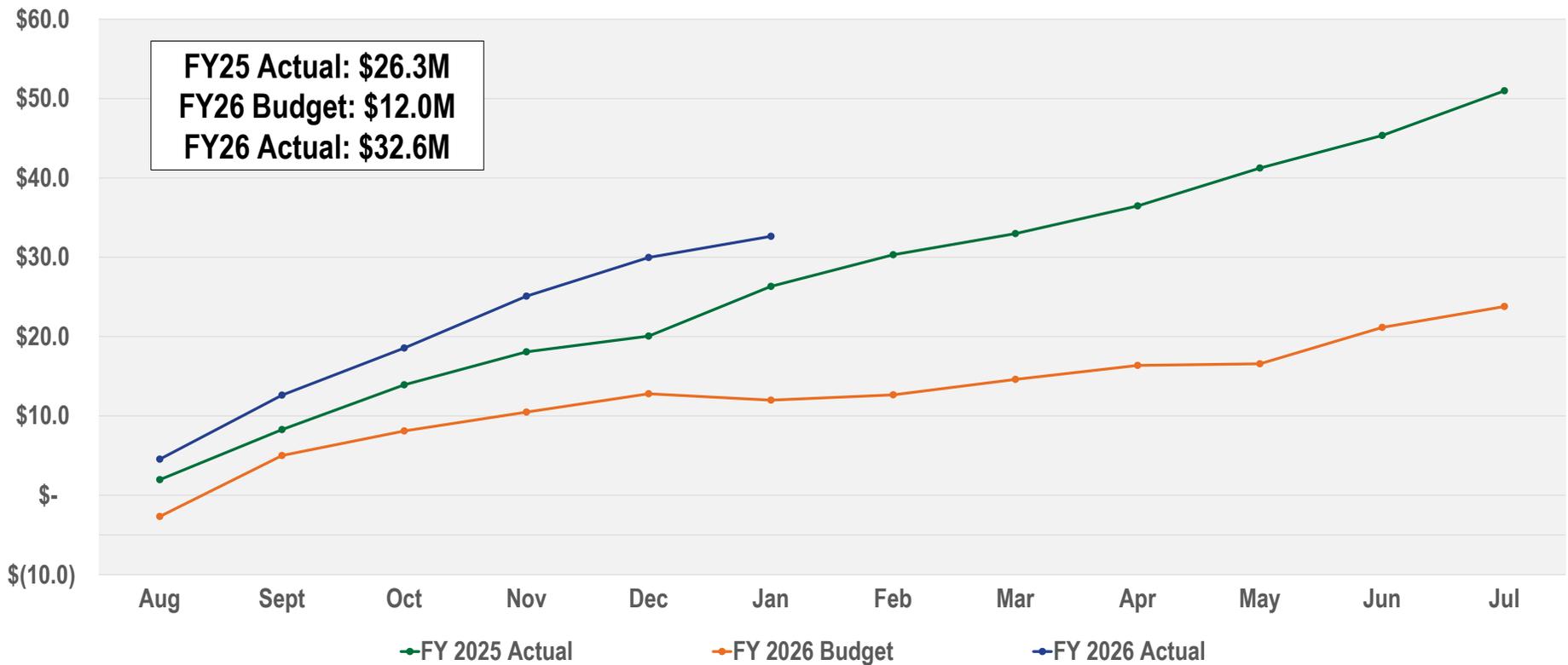


- Program A
- Program B
- Program C
- Program D
- Program E

# Power Supply Reserves Update

As of FY26 Budget	Power Stabilization Fund FY26	Power Stabilization Fund Full, FY28
Target	\$65M	\$95M
As of January 31, 2026	\$58.5M	\$58.5M

# Net Operating Income January 2026– Amounts in Millions\*



\* Amounts shown are YTD for each month

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## Vision

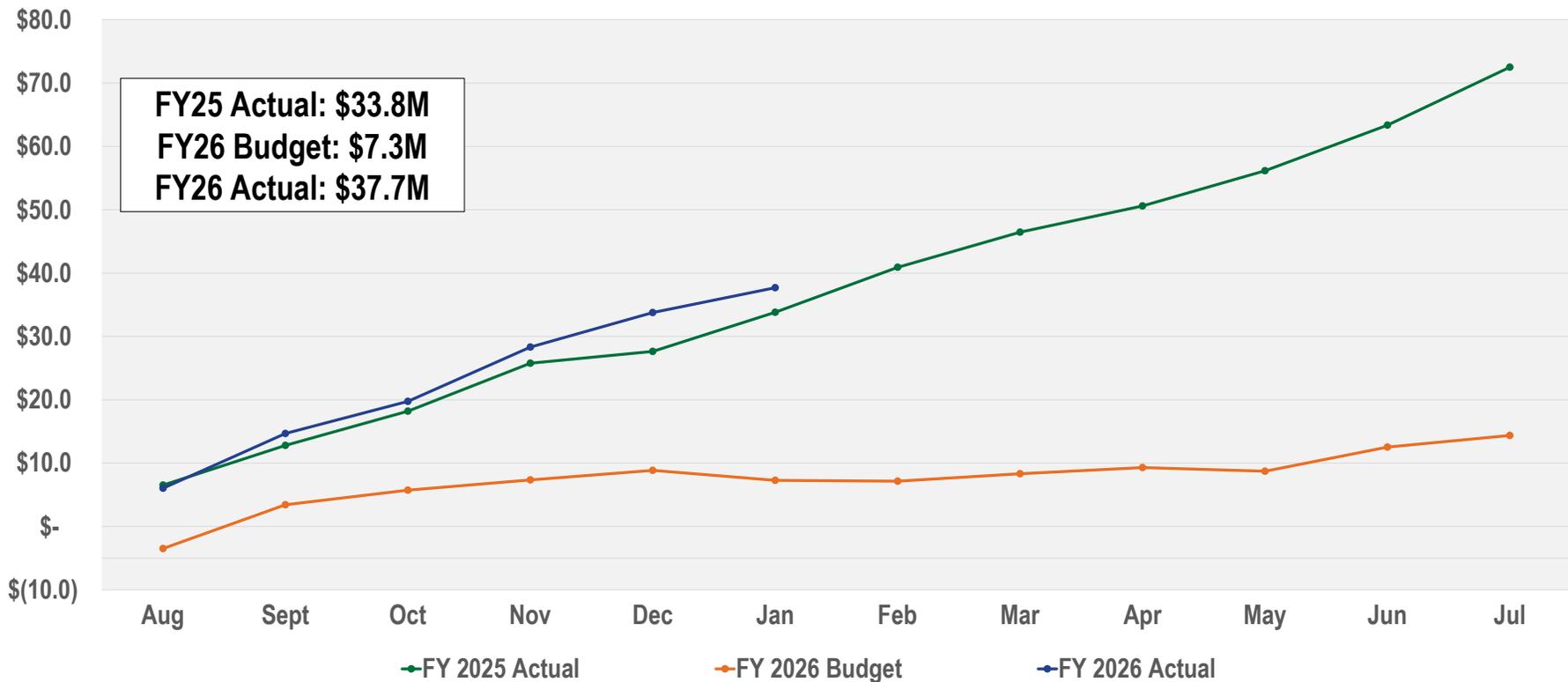
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# Change in Net Position After Contributions January 2026– Amounts in Millions\*



\* Amounts shown are YTD for each month

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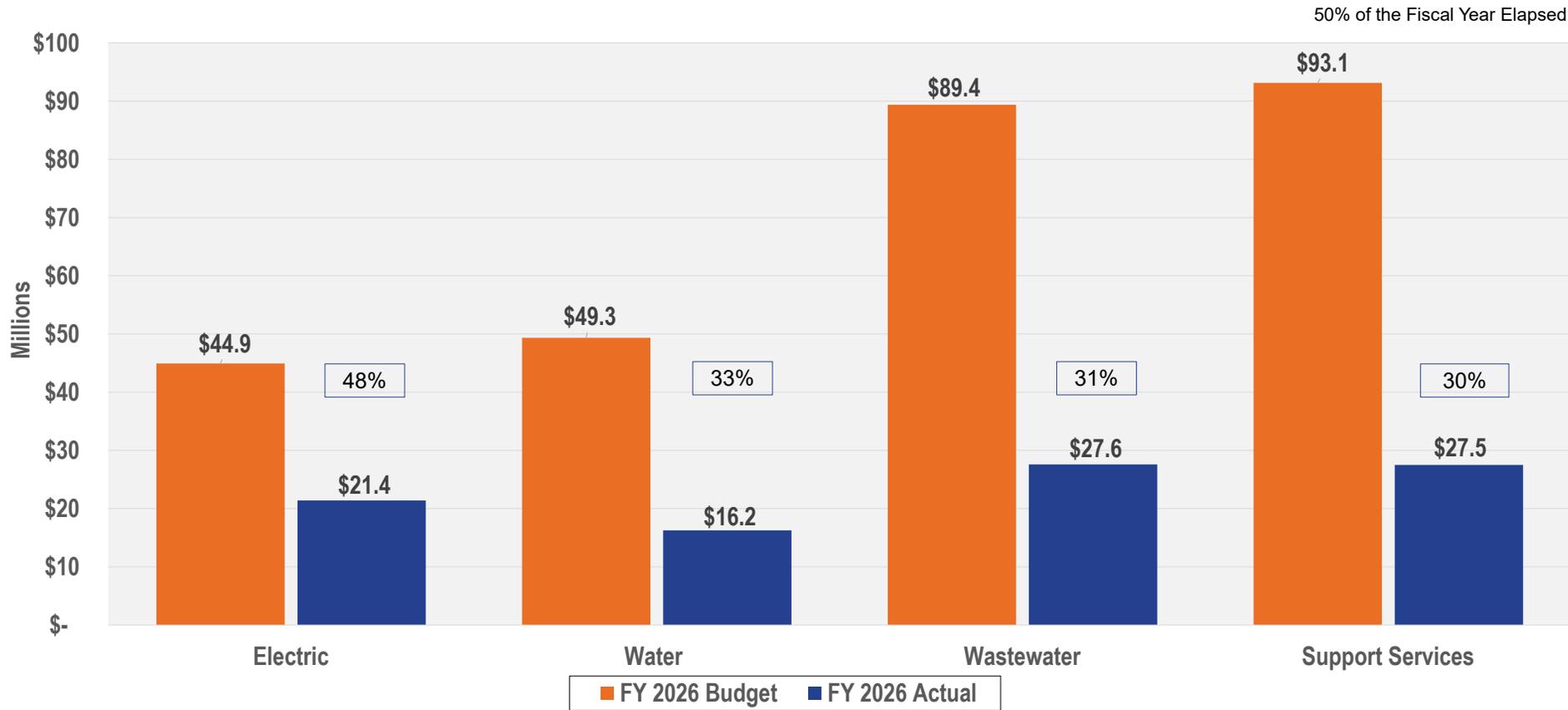
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# Capital Project Expenditures January 2026 YTD – Amounts in Millions\*



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# Questions?

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**NBU NEW BRAUNFELS UTILITIES**

**17**



**Meeting Date:** February 26, 2026      **Agenda Type:** Items from Staff

**From:** Jessica Coleman      **Reviewed by:** John Warren  
 Financial Planning and      Director of Financial Planning  
 Analysis Manager      and Analysis

**Submitted by:** Jessica Williams      **Approved by:** Ryan Kelso  
 Chief Financial Officer      Chief Executive Officer

**RECOMMENDED ACTION:** Quarterly Investment Report

## **BACKGROUND**

As required by the Public Funds Investment Act and the New Braunfels Utilities Investment Policy, the Investment Officers of NBU submit the quarterly report of investment activity for the quarter ended January 31, 2026. Attached is the NBU Investment Portfolio beginning October 31, 2025 and ending January 31, 2026.

This is a report showing the changes to the portfolio during the quarter. This report has been modified to conform to the preferred reporting format illustrated in Statement No. 31 of the Governmental Accounting Standards Board, which mandates fair value accounting on investments held by public entities.

## **FINANCIAL IMPACT**

NBU budgeted \$6,273,000.00 in interest income for Fiscal Year 2026.

## **LINK TO STRATEGIC PLAN**

### **Financial Excellence**

## **EXHIBITS**

1. Quarterly Investment Report

# Quarterly Investment Report

As of January 31, 2026



Jessica Coleman, Financial Planning & Analysis Manager

# Investment Portfolio Summary

	Ending Invested Value	Percentage of Portfolio	Weighted Average Maturity (in days)	Weighted Average Days to Call
<b>Daily Liquidity Funds</b>				
Federally Insured Cash Account	\$ 11,741,100	5.5%	1	1
Pooled Funds	85,083,244	39.6%	1	1
Money Markets	-	0.0%	0	0
Demand Deposits	35,502,968	16.5%	1	1
<b>Daily Liquidity Funds Total</b>	<b>\$ 132,327,312</b>	<b>61.5%</b>	<b>1</b>	<b>1</b>
U.S. Agencies	\$ 25,980,992	12.1%	19	2
U.S. Treasuries *	\$ 35,277,447	16.4%	48	48
Certificates of Deposit	-	0.0%	0	0
Obligations of The State of Texas, Agencies & Instrumentalities	-	0.0%	0	0
Escrow Funds	21,411,725	10.0%	1	1
<b>Total Invested Funds</b>	<b>\$ 214,997,475</b>	<b>100.0%</b>	<b>71</b>	<b>54</b>

Max = 450

Max = 300

\* WAM and WAM to Call exclude a \$5 Million investment in the Community Assistance Fund having a remaining maturity of 3.8 years.

<b>Liquidity Requirement</b>	
Total Daily Liquid Funds	\$ 132,327,312
Average Monthly Operating Expense (FY 2026 Budgeted Operating Expenses ÷ 12)	\$ 19,863,147
Operating Expense Liquidity Coverage Ratio	\$ 6.66
Number of Days Coverage of Operating Expenses	<b>200</b>

Min = 30

# Rolling Four Quarter Annualized Yield By Investment Type

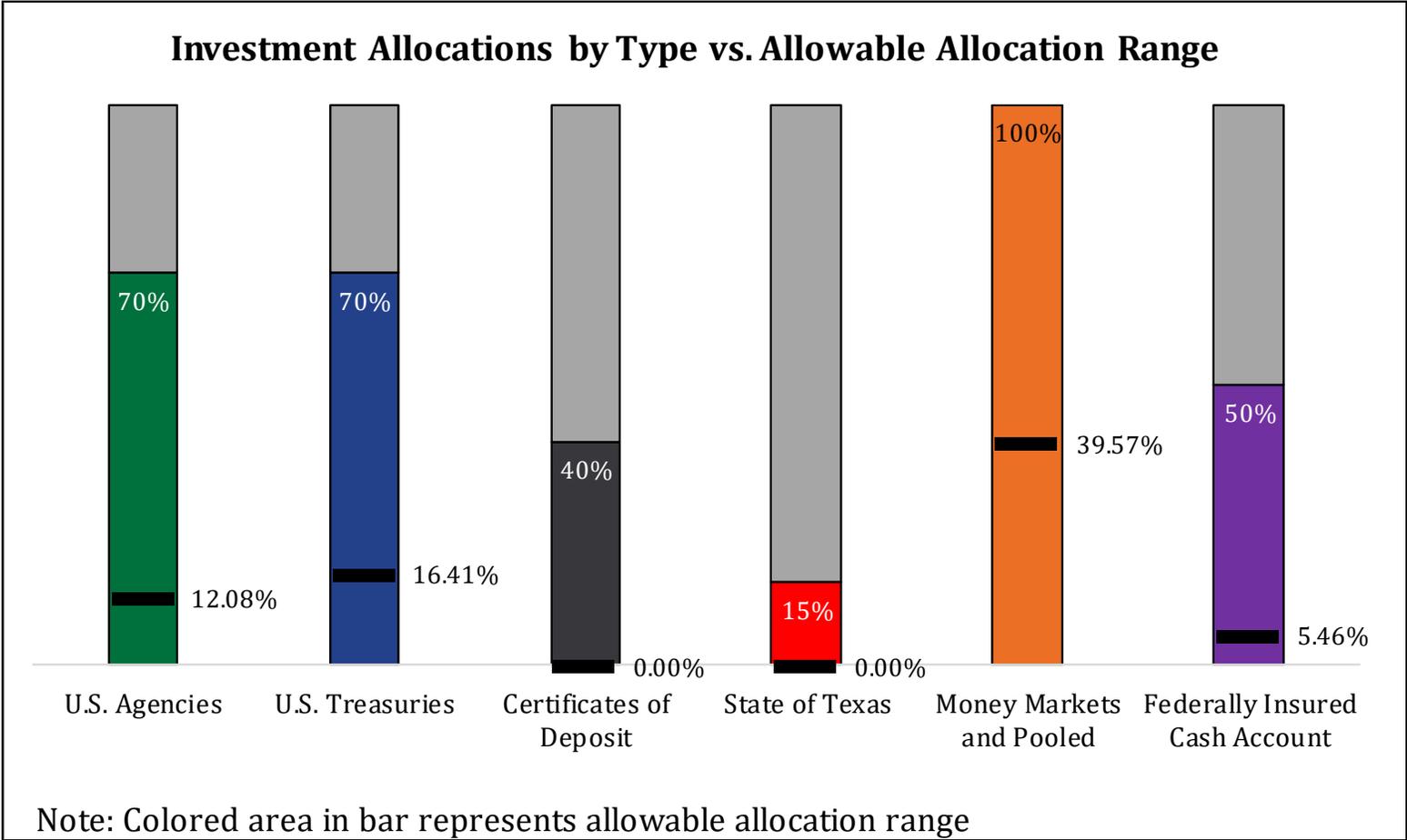
Rolling Four Quarter Annualized Yield By Investment Type For The Fiscal Quarter Ended		
Investment Type	1/31/2026	Rolling Four Quarter Average
U.S. Govt. Securities*	3.840%	4.077%
Federally Insured Cash Account	3.657%	4.055%
Pooled Funds	3.839%	4.182%
Money Markets	0.000%	0.000%
Certificates of Deposit	0.000%	0.000%
Obligations of The State of Texas, Agencies & Instrumentalities	0.000%	0.000%
Demand Deposits**	0.767%	0.896%
Escrow Funds	2.173%	2.173%
<b>Total NBU Yield</b>	<b>3.240%</b>	<b>3.292%</b>
<b>90 Day T-Bill</b>	<b>3.638%</b>	<b>3.996%</b>

\* U.S. Govt. Securities includes a \$5 million 10 year Community Assistance maturity at 1.79%

\*\* The Demand Deposits interest rate reflects NBU's earnings credit rate with Frost Bank.  
Earnings are solely used to offset Frost Bank fees for the month.

# Investment Allocations vs. Investment Allowable Range

Item 3.



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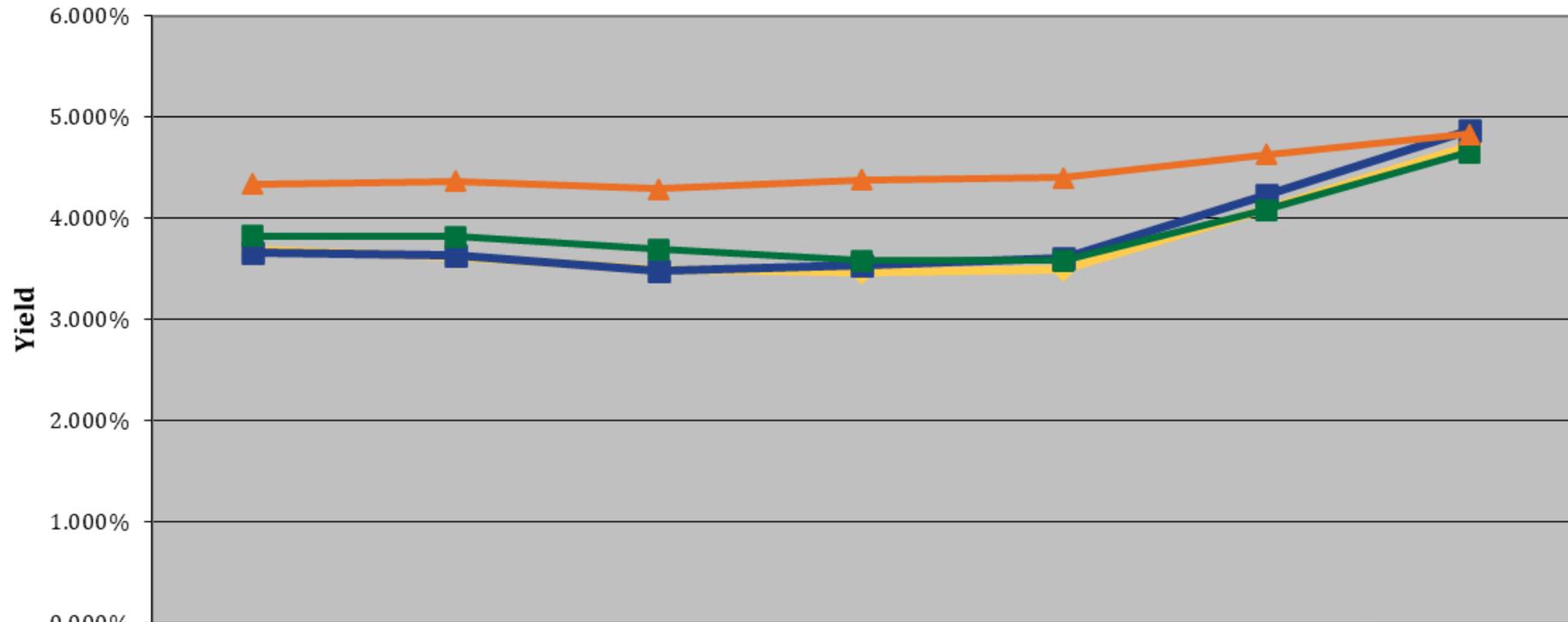
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# U.S. Treasury Yield Curve



	3 Mo	6 Mo	12 Mo	2 Yr	3 Yr	10 Yr	30 Yr
Current (02/18/2026)	3.690%	3.620%	3.490%	3.472%	3.500%	4.090%	4.720%
Quarter End (01/31/2026)	3.661%	3.637%	3.476%	3.539%	3.601%	4.238%	4.875%
Last Quarter (10/31/2025)	3.827%	3.816%	3.692%	3.582%	3.581%	4.079%	4.655%
Four Quarters Ago (01/31/2025)	4.340%	4.370%	4.290%	4.380%	4.400%	4.630%	4.830%

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**City of New Braunfels, Texas**  
**Utility System Commercial Paper Notes, Series 2019A**  
**Summary of Commercial Paper Notes by CUSIP**

CUSIP	Par Amount	Nominal Rate	Issue Date	Maturity Date	Total Days	Total Interest
64257PCK4	25,000,000.00	2.75%	10/21/2025	11/18/2025	28	52,739.73
64257PCL2	20,000,000.00	2.75%	11/18/2025	12/16/2025	28	42,191.78
64257PCM0	5,000,000.00	2.70%	11/18/2025	1/13/2026	56	20,712.33
64257PCN8	10,000,000.00	2.75%	12/16/2025	1/13/2026	28	21,095.89
64257PCP3	10,000,000.00	2.70%	12/16/2025	2/10/2026	56	41,424.66
64257PCQ1	25,000,000.00	2.70%	12/16/2025	3/10/2026	84	155,342.47
64257PCR9	15,000,000.00	2.70%	1/13/2026	4/7/2026	84	93,205.48

Note: The table above shows the commercial paper notes with an issue date and/or maturity date that occurred during the reporting period.



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**Meeting Date:** February 26, 2026      **Agenda Type:** Items from Staff

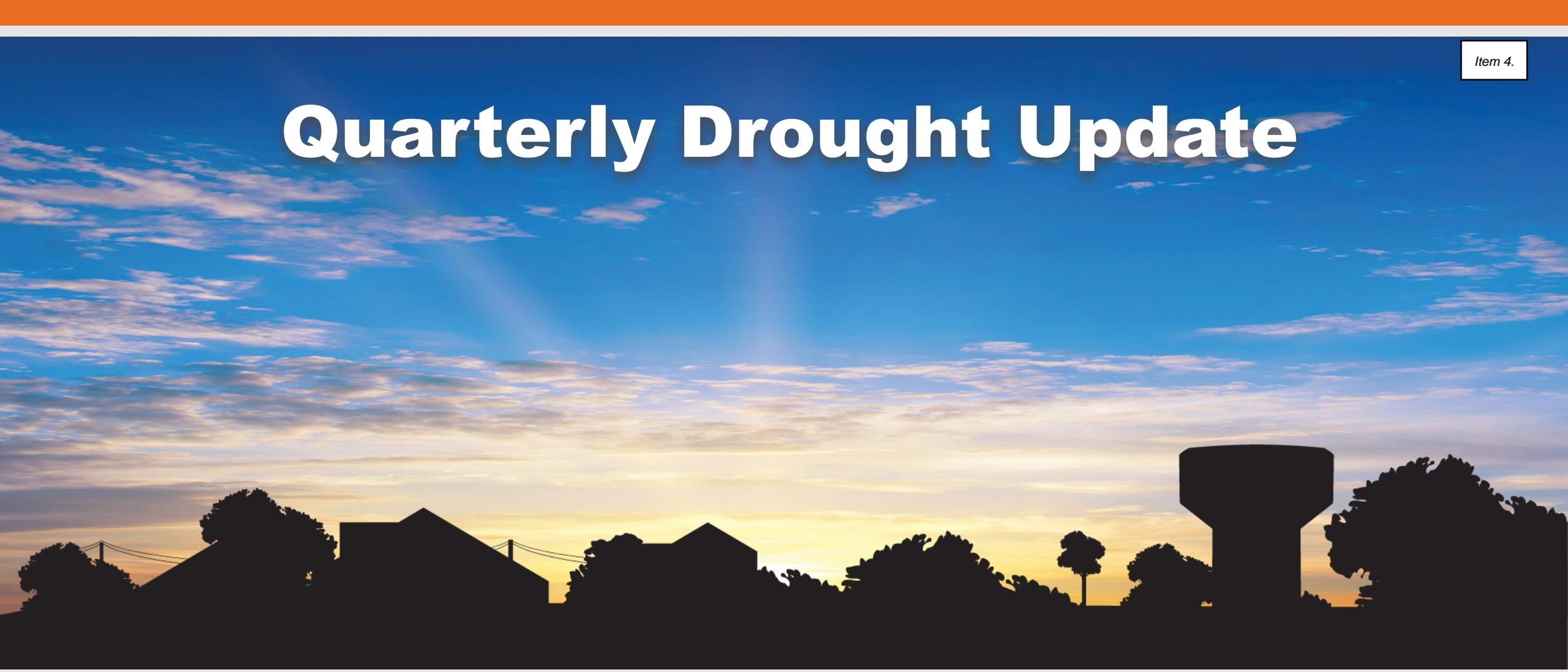
**From:** Andrew Cummings  
Interim Chief Customer Officer      **Reviewed by:** Andrew Cummings  
Interim Chief Customer Officer

**Submitted by:** Andrew Cummings  
Interim Chief Customer Officer      **Approved by:** Ryan Kelso  
Chief Executive Officer

**RECOMMENDED ACTION:** Quarterly Drought Update Report

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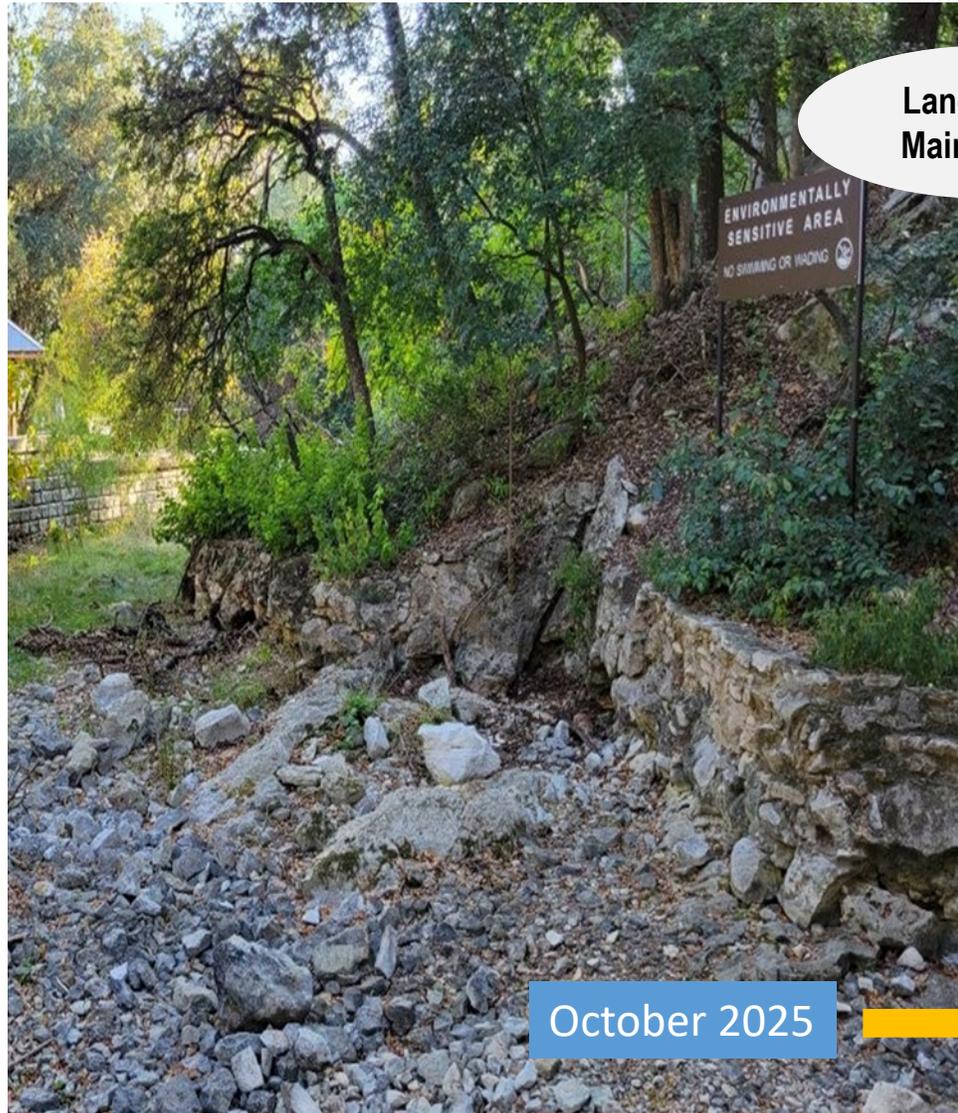
# Quarterly Drought Update



Jesse Luna, Conservation and Customer Solutions Manager

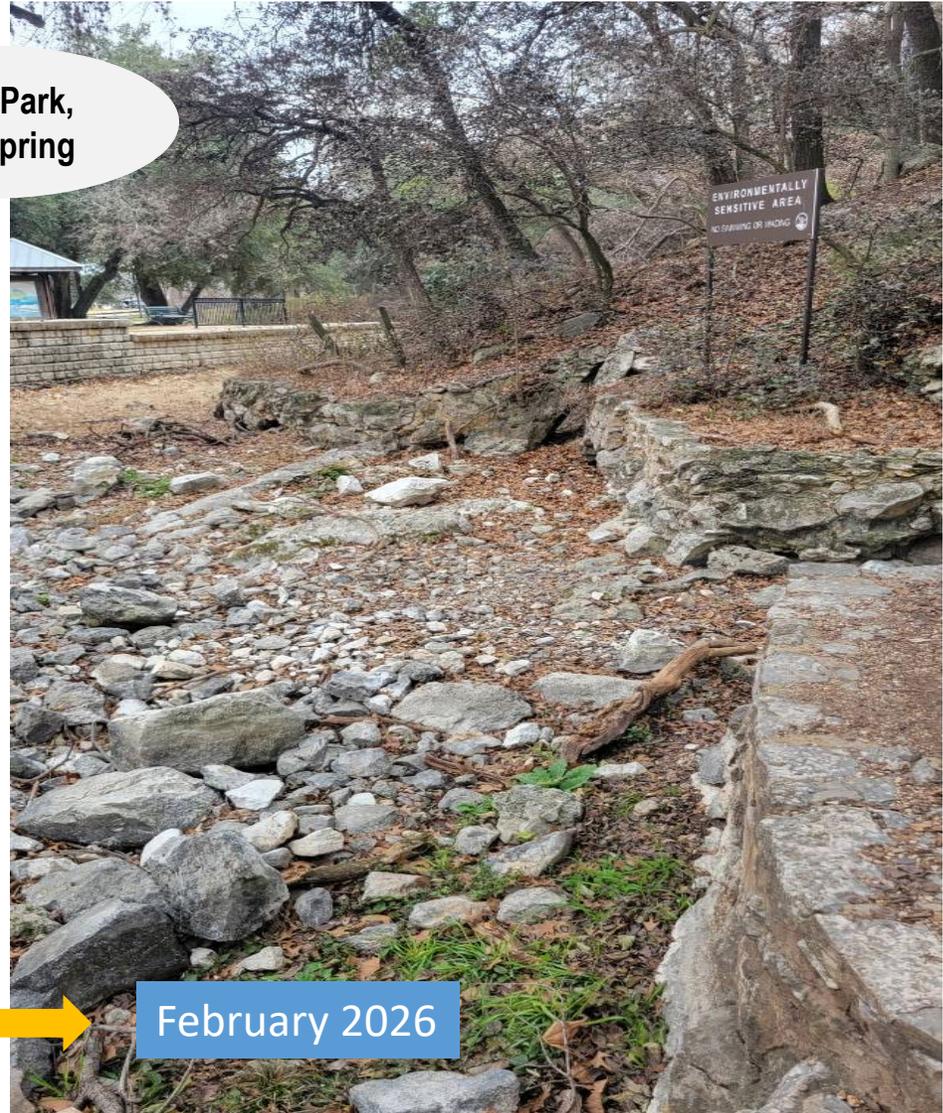
• February 26, 2026

# Dry Conditions Persist



Landa Park,  
Main Spring

October 2025



February 2026



## Mission

Strengthening our community by providing resilient essential services



## Vision

Be a trusted community partner dedicated to excellence in service



## Core Values

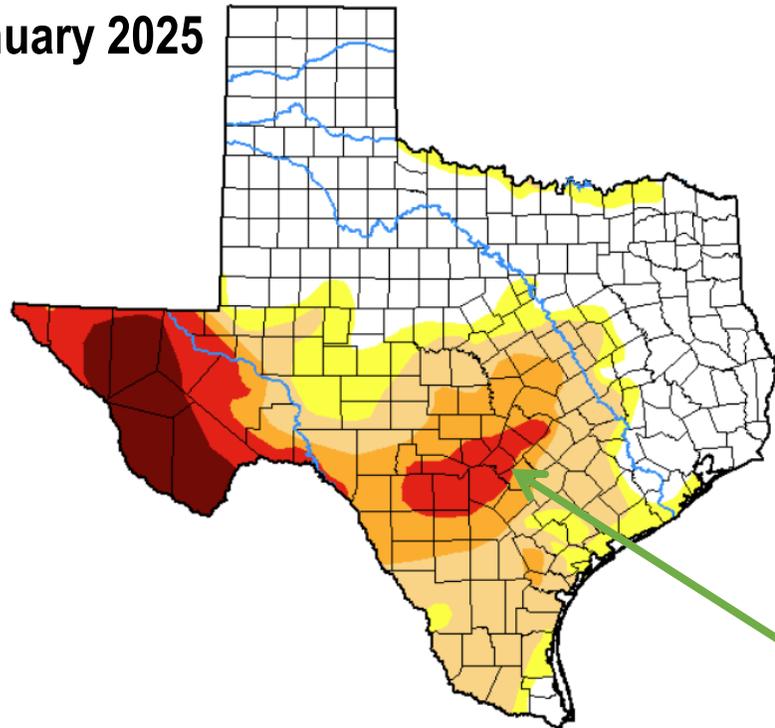
Safety, Team, Integrity, Culture, and Stewardship

# Drought Status and Updates

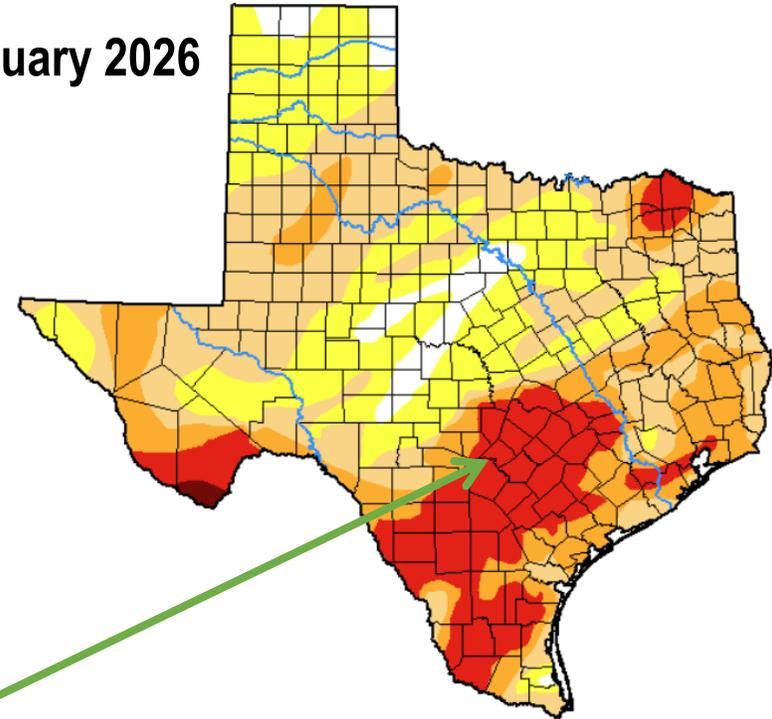
Item 4.

Current NBU Stage	Date Entered Drought	Total Duration
2	March 10, 2022	1,421 days <i>as of 1/28/26</i>

January 2025



January 2026



Comal County

Abnormally Dry Moderate Severe Extreme Exceptional

## Mission

Strengthening our community by providing resilient essential services



## Vision

Be a trusted community partner dedicated to excellence in service

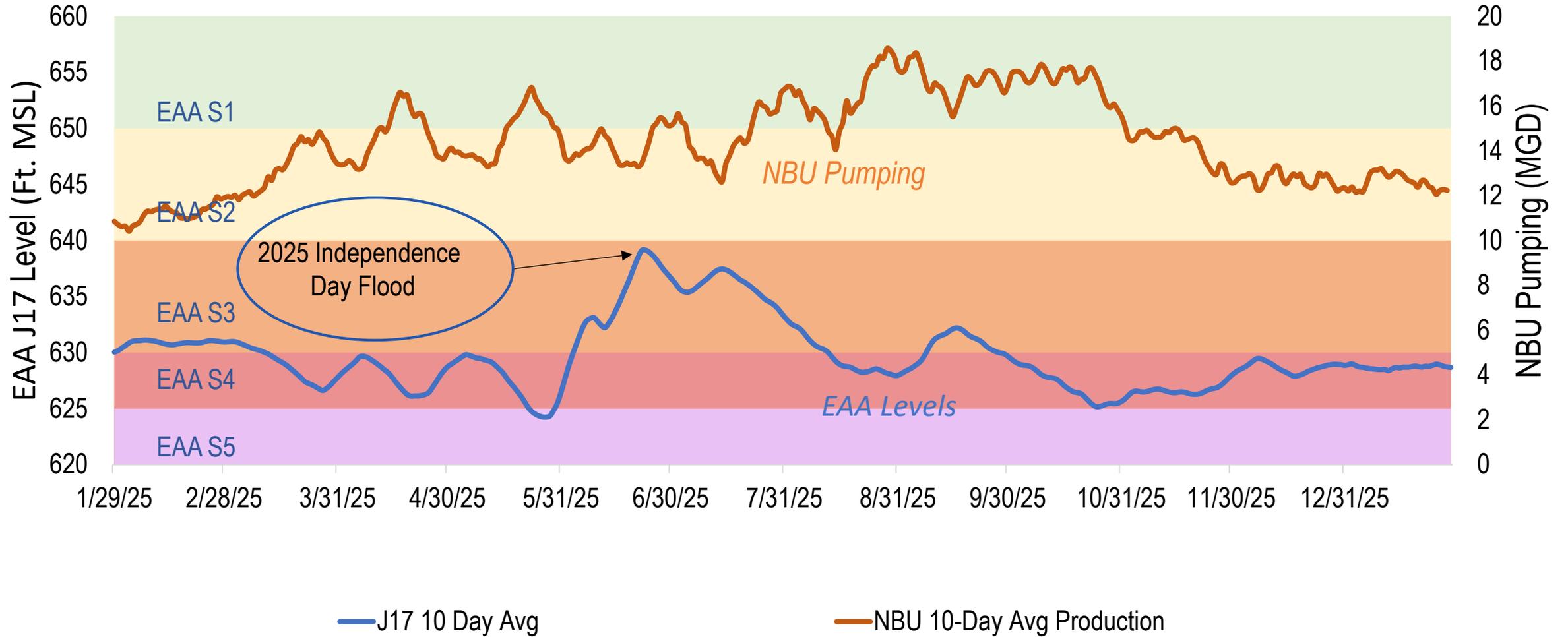


## Core Values

Safety, Team, Integrity, Culture, and Stewardship

# Edwards Aquifer Authority (EAA) J17 Well Levels and NBU Pumping

Item 4.



## Mission

Strengthening our community by providing resilient essential services

## Vision

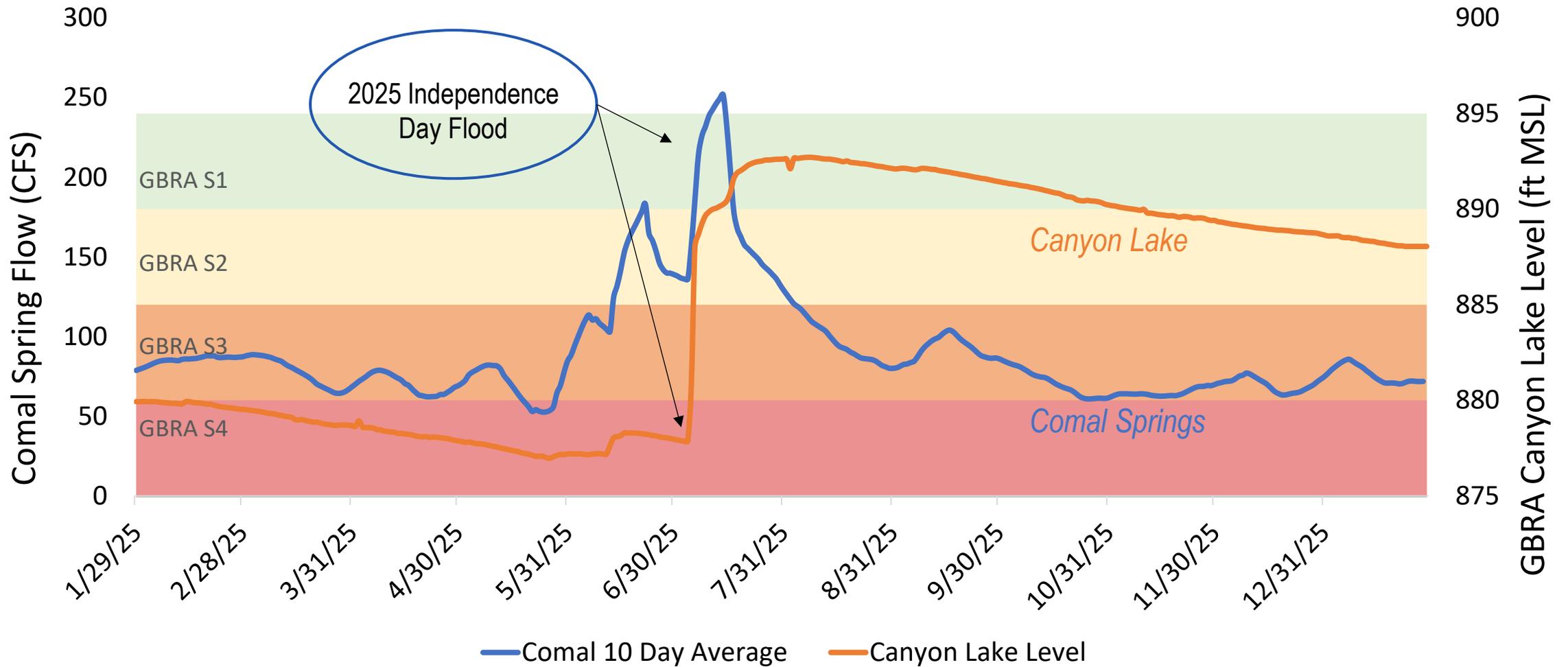
Be a trusted community partner dedicated to excellence in service

## Core Values

Safety, Team, Integrity, Culture, and Stewardship

# Comal Spring Flow and Canyon Lake Level

Item 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

# Drought Restrictions in the Area

	<h2 style="color: #e67e22;">Stage 2</h2>
---	--

Regulatory Agencies	
	<h3>Stage 4</h3>
	<h3>Stage 2</h3>

Large Utilities	
	<h3>Stage 3</h3>
	<h3>Stage 0</h3>

Comparable Utilities	
	<h3>Stage 3</h3>
	<h3>Stage 2</h3>
	<h3>Stage 3</h3>
	<h3>Stage 2</h3>
	<h3>Stage 3</h3>
	<h3>Stage 1</h3>

## 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

# Drought Synopsis: Year End 2024 vs 2025

Item 4.

	Fair Weather Benchmark	2024	2025
<b>Climatological Monitoring</b>			
Rainfall Cumulative Total (inches)	~31" (Annual Total)	23.68" (Annual Total)	27.03" (Annual Total)
Max Temperature (°F)	102°F (Annual Max)	106°F (Annual Max)	103°F (Annual Max)
	Fair Weather Benchmark	2024	2025
<b>Year Over Year (YOY) Water Level Monitoring (Annual Averages)</b>			
EAA J17 Level ('msl)	663.9'	633.9'   (▼ 30')	629.7'   (▼ 34.2')
Comal Springs (cfs)	284	115   (▼ 169)	90   (▼ 194)
San Marcos Springs (cfs)	170	113   (▼ 57)	90   (▼ 80)
Canyon Lake ('msl)	909'	885.18'   (▼ 23.82')	884.68'   (▼ 24.32')

## 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

# Drought Synopsis: Annual Benchmarks

Item 4.

	Fair Weather Benchmark	2025	2026
<b>Climatological Monitoring (as of 1/28/2026)</b>			
Rainfall Cumulative Total (inches)	~31" (Annual Total)	27.03" (Annual Total)	1.02" (Total to Date)
Max Temperature (°F)	102°F (Annual Max)	103°F (Annual Max)	88°F (Max to Date)
	Fair Weather Benchmark	2025	2026
<b>Year Over Year (YOY) Monthly Water Level Monitoring (as of 1/28/2026)</b>			
EAA J17 Level ('msl)	665.7'	641'	628.7'
Comal Springs (cfs)	300	73.1	75.1
San Marcos Springs (cfs)	171	82.9	84.7
Canyon Lake ('msl)	909'	880.29'	888.29'

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Strengthening our community by providing resilient essential services



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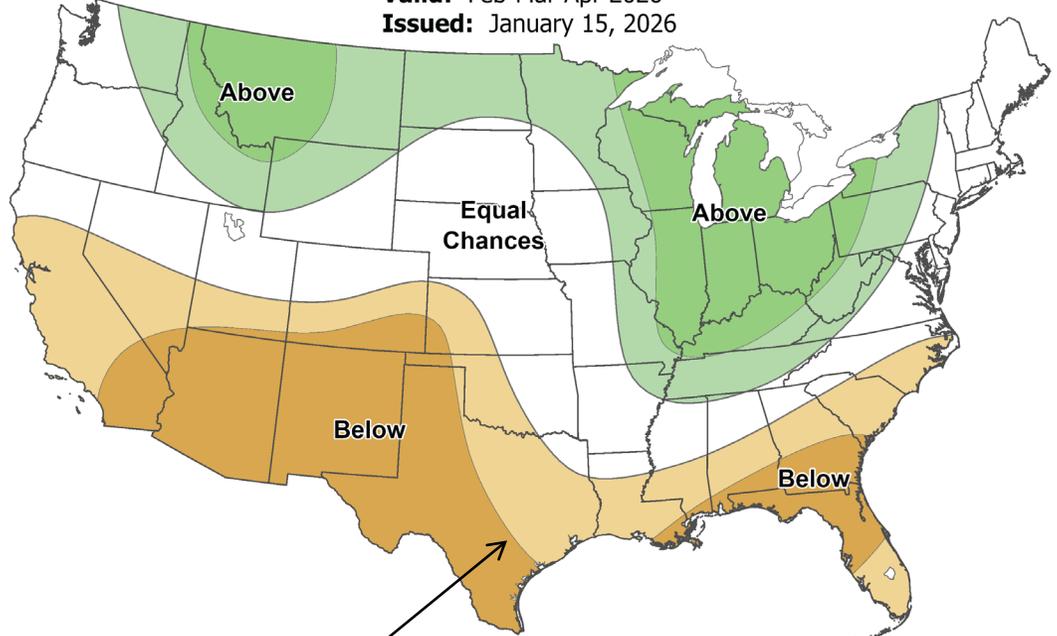
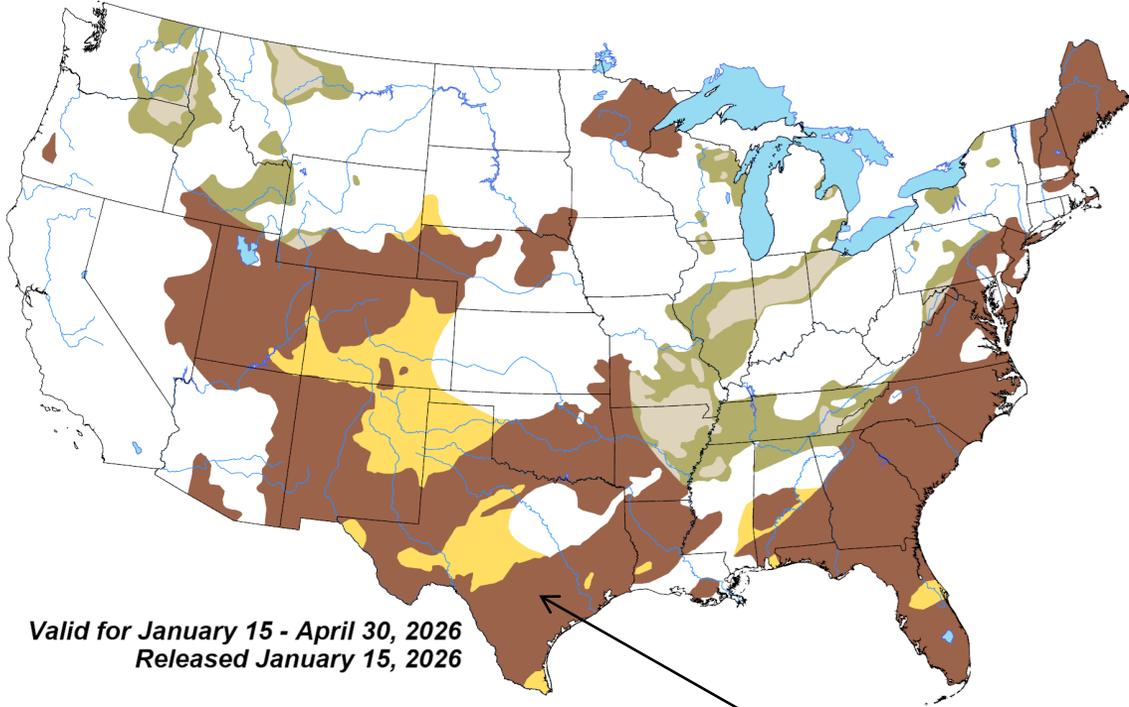
# Drought Persists

## U.S. Seasonal Drought Outlook Drought Tendency During the Valid Period



## Seasonal Precipitation Outlook

Valid: Feb-Mar-Apr 2026  
Issued: January 15, 2026



Valid for January 15 - April 30, 2026  
Released January 15, 2026

Comal County

- Drought persists
- Drought remains, but improves
- Drought removal likely
- Drought development likely
- No drought

Probability (Percent Chance)

Leaning Above	33-40%	Near Normal	33-40%	33-40%	Leaning Below
	40-50%	40-50%	40-50%	40-50%	
Likely Above	50-60%	Equal Chances	Equal Chances	50-60%	Likely Below
	60-70%			60-70%	
	70-80%			70-80%	
	80-90%			80-90%	
	90-100%			90-100%	

### 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



# How We're Managing Drought

Item 4.

- **Daily Water Monitoring**
  - Edwards Aquifer J17 Well Levels
  - Canyon Lake Reservoir Levels
  - Comal River Spring Flows
  - NBU Pumping Infrastructure
  - Climatological Tracking and Forecasts
- **Enhanced Customer Resources**
  - In-Depth Customer Usage Data
  - Increased Public Communications
  - Promotion of Rebate Programs
  - Modified Compliance Monitoring
- **Revised Drought Plan – April 2026**



## 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**

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:** February 26, 2026      **Agenda Type:** Items from Staff

**From:** David Guerrero      **Reviewed by:** Darrin Jensen  
Resource Strategy Manager      Director of Enterprise Project  
Management Office

**Submitted by:** David Hubbard      **Approved by:** Ryan Kelso  
Chief Administrative Officer      Chief Executive Officer

**RECOMMENDED ACTION:** Quarterly Strategic Plan Update – Second Quarter of Fiscal Year 2026

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# Strategic Goals, Measures, Annual Priorities, and Indices

Strategic Plan  
Q2 Update

February 26, 2026



**NBU**® NEW BRAUNFELS  
UTILITIES

## Strategic Goals – (What We Aim to Do)

- **CUSTOMERS AND COMMUNITY**

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

- **PEOPLE AND CULTURE**

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

- **INFRASTRUCTURE AND TECHNOLOGY**

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

- **FINANCIAL EXCELLENCE**

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

- **SAFETY AND SECURITY**

We strive to place security and safety as the highest priorities for every employee and customer.

- **STEWARDSHIP**

We commit to preserve and protect community resources through planning, innovating, collaborating and educating.

### 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



# FY 26/27 Strategic Measures – (How We Measure It)

Strategic Goal	Strategic Measure (Lagging Indicator)
<b>Customer and Community</b>	Improve the Customer Scores by 7% , and/or reaching the Texas average industry standard benchmark
<b>Safety and Security</b>	Achieve a Safety Meeting Compliance Rate $\geq$ 90% for all Departments
<b>Safety and Security</b>	Safeguard an OSHA Incident Rate $\leq$ 3 Incidents per 100 Employees per year
<b>Financial Excellence</b>	Meet or exceed A+/A1 from a minimum of two rating agencies annually
<b>People and Culture</b>	Sustain $\geq$ 89.3% Retention Rate for the Fiscal Year
<b>Stewardship</b>	Reduce NBU GPCD by 1% Based off the 2024 10-year Average in both FY26 & FY27
<b>Infrastructure and Technology</b>	Maintain a Three Year Rolling Average SAIDI in top 10% of Texas utilities or three-year rolling average <52.56 minutes (99.99% reliability)
<b>Infrastructure and Technology</b>	Ensure Technology System Reliability $\geq$ 98% uptime for production systems
<b>Infrastructure and Technology</b>	Achieve and Maintain an Infrastructure Leakage Index (ILI) $\leq$ 3.0 over a three-year rolling average
<b>Infrastructure and Technology</b>	Wastewater Treatment and Compliance Events- Maintain >98% Compliance

<p><b>Mission</b> Strengthening our community by providing resilient essential services</p>	<p><b>Vision</b> + Be a trusted community partner dedicated to excellence in service</p>	<p><b>Core Values</b> + Safety, Team, Integrity, Culture, and Stewardship</p>	
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# FY 26/27 Strategic Measures – (How We Measure It)

## CUSTOMERS & COMMUNITY



### CUSTOMERS AND COMMUNITY

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

#### Strategic Measure (Lagging Indicator):

Improve the Customer Scores by 7% , and/or reaching the Texas average industry standard benchmark.

Q2
At Risk

#### Leading Indicator:

Speed to Answer:

**Green < 3 min.**

**Yellow 3 - 10 min.**

**Red > 10 min.**

#### Leading Indicator:

Real Time Customer Satisfaction Rate

**Green ≥ 85%**

**Yellow 84 - 70%**

**Red < 70%**

#### Leading Indicator:

First Contact Resolution

**Green ≥ 70%**

**Yellow 69 - 60%**

**Red < 60%**

				<u>Index</u>
Q1:	<b>2:13 min.</b>	-%	<b>79%</b>	<b>100%</b>
Q2:	<b>3:48 min.</b>	-%	<b>80%</b>	<b>83%</b>
Q3:				
Q4:				

#### 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



# FY 26/27 Strategic Measures – (How We Measure It)

## SAFETY AND SECURITY

We strive to place security and safety as the highest priorities for every employee and customer.

SAFETY & SECURITY



**Strategic Measure (Lagging Indicator):**

Safeguard an OSHA Incident Rate  $\leq 3$  Incidents per 100 Employees per year

Q2
.41

**Leading Indicator:**

Monthly Safety Audits

Green  $\geq 10$

Yellow 9 - 7

Red  $\leq 6$

**Leading Indicator:**

Safety Audit Findings Rate

Green  $\leq 5$

Yellow 6 - 7

Red  $\geq 8$

			Index
Q1:	11	1	100%
Q2:	14	2	100%
Q3:			
Q4:			

# FY 26/27 Strategic Measures – (How We Measure It)

## SAFETY AND SECURITY

We strive to place security and safety as the highest priorities for every employee and customer.

SAFETY & SECURITY



**Strategic Measure (Lagging Indicator):**

Achieve a Safety Meeting Compliance Rate  $\geq$  90% for all Departments

Q2
97%

**Leading Indicator:**

Quarterly Safety Meetings

Green  $\geq$  6

Yellow 5

Red  $\leq$  4

**Leading Indicator:**

Audited Safety/Tailboard Meetings % Completion

Green 100%

Yellow 99 - 95%

Red  $<$  95%

			<u>Index</u>
Q1:	8	100%	100%
Q2:	12	100%	100%
Q3:			
Q4:			

**Mission**

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**Vision**

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**Core Values**

Safety, Team, Integrity, Culture, and Stewardship



# FY 26/27 Strategic Measures – (How We Measure It)

FINANCIAL EXCELLENCE



## FINANCIAL EXCELLENCE

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

<b>Q2</b>
Fitch: AA- S&P: A+ Moody's: Aa1

**Strategic Measure (Lagging Indicator):**

Meet or exceed A+/A1 from a minimum of two rating agencies annually

Leading Indicator:

Days Cash on Hand  
**Green ≥ 170**  
**Yellow 169 - 140**  
**Red < 140**

Leading Indicator:

Debt Capitalization Ratio  
**Green ≤ 48%**  
**Yellow 47 - 54.5%**  
**Red > 54.5%**

Leading Indicator:

Debt Service Coverage  
**Green ≥ 3.5**  
**Yellow 3.4 - 2.4**  
**Red < 2.4**

				<u>Index</u>
Q1:	214 Days	40.5	4.8	100%
Q2:	243 Days	39.5	4.8	100%
Q3:				
Q4:				

# FY 26/27 Strategic Measures – (How We Measure It)

**PEOPLE & CULTURE**



**PEOPLE AND CULTURE**

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

Strategic Measure (Lagging Indicator):

Sustain ≥ 89.3% Retention Rate for the Fiscal Year

Q2
94.82%

Leading Indicator:

Monthly Stay Interviews

Green ≥ 3.5

Yellow 3.49 – 2.5

Red < 2.5

Leading Indicator:

New Hire Interviews avg. score of 3.5/5

Green: ≥ 3.5

Yellow: 3.49 – 2.5

Red: < 2.5

Leading Indicator:

Learner Satisfaction Rate

Green > 3

Yellow 3 - 2

Red < 2

				<u>Index</u>
Q1:	4.5	4.3	4.5	100%
Q2:	4.5	4.7	4.7	100%
Q3:				
Q4:				

# FY 26/27 Strategic Measures – (How We Measure It)

## STEWARDSHIP



### STEWARDSHIP

*We commit to preserve and protect community resources through planning, innovating, collaborating and educating.*

**Strategic Measure (Lagging Indicator):**

Reduce NBU GPCD by 1% Based off the 2024 10-year Average in both FY26 & FY27

Q2
132

**Leading Indicator:**

Meaningful Engagement for Water Reduction

**Green ≥ 3 engagements**

**Yellow 2 engagements**

**Red ≤ 1 engagements**

**Leading Indicator:**

Conservation Related Initiatives

**Green ≥ 6 initiatives launched (balanced across seasons, at least 3 water-focused)**

**Yellow 5 – 4 initiatives launched**

**Red < 3 or fewer initiatives launched**

			<u>Index</u>
Q1:	1.3* <small>(4 performed)</small>	2	50%
Q2:	3.7	2	100%
Q3:			
Q4:			

# FY 26/27 Strategic Measures – (How We Measure It)

**INFRASTRUCTURE & TECHNOLOGY**



## INFRASTRUCTURE AND TECHNOLOGY

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

<b>Q2</b>
<b>48.76</b>

**Strategic Measure (Lagging Indicator):**

*Maintain a Three Year Rolling Average SAIDI in top 10% of Texas utilities or three-year rolling average <52.56 minutes (99.99% reliability)*

**Leading Indicator:**

Customer Feeder Count  
**Green ≤ 1200**  
**Yellow 1201 - 1300**  
**Red > 1301**

**Leading Indicator:**

Tree Trimming  
**Green > 98,785 feet per month**  
**Yellow 98,785 – 85,000 feet per month**  
**Red < 85,000 feet per month**

**Leading Indicator:**

Locate Accuracy  
**Green > 99.99%**  
**Yellow 99.98 - 99.90%**  
**Red < 99.90%**

				<u>Index</u>
Q1:	1,208	165,667 ft	100%	89%
Q2:	1,222	102,610 ft	100%	89%
Q3:				
Q4:				



# FY 26/27 Strategic Measures – (How We Measure It)

INFRASTRUCTURE & TECHNOLOGY



## INFRASTRUCTURE AND TECHNOLOGY

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

### Strategic Measure (Lagging Indicator):

Ensure Technology System Reliability  $\geq$  98% uptime for production systems

Q2
98%

#### Leading Indicator:

Tech Systems Monitoring

Green > 99%

Yellow 99 - 98%

Red < 98

#### Leading Indicator:

Critical Platforms past EoL

Green < 5%

Yellow 6 - 9%

Red > 9%

#### Leading Indicator:

End Point Device Protection

Green > 99%

Yellow 99 - 98%

Red < 98%

#### Leading Indicator:

Critical Hardware past EoL

Green < 5%

Yellow 6 - 9%

Red > 9%

				Index	
Q1:	99.9%	3.5%	99.7%	0%	100%
Q2:	99.6%	3.6%	99.3%	0%	100%
Q3:					
Q4:					

### 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



# FY 26/27 Strategic Measures – (How We Measure It)

INFRASTRUCTURE & TECHNOLOGY



## INFRASTRUCTURE AND TECHNOLOGY

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

### Strategic Measure (Lagging Indicator):

Maintain an Infrastructure Leakage Index (ILI)  $\leq 3.0$  over a three-year rolling average

Q2
2.3

### Leading Indicator:

> 80% Maintenance Schedule Compliance for Water Operations – Distribution System

Green  $\geq 80\%$

Yellow 79 - 66%

Red  $< 66\%$

		<u>Index</u>
Q1:	84%	100%
Q2:	84%	100%
Q3:		
Q4:		

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# FY 26/27 Strategic Measures – (How We Measure It)

INFRASTRUCTURE & TECHNOLOGY



## INFRASTRUCTURE AND TECHNOLOGY

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

**Strategic Measure (Lagging Indicator):**

Wastewater Treatment and Compliance Events- Maintain >98% Compliance

Q2
99.99%

**Leading Indicator:**

Solids Levels +/- 20% – (> 90% of Time)  
**Green > 90%**  
**Yellow 60-89%**  
**Red < 60%**

**Leading Indicator:**

>80% Maintenance Schedule Compliance for Water Treatment and Compliance – WW Facilities  
**Green ≥ 80%**  
**Yellow 66 - 79%**  
**Red < 66%**

			<u>Index</u>
Q1:	96%	86%	100%
Q2:	92.6%	90.3%	100%
Q3:			
Q4:			

# FY 26 Annual Priorities – (Company Focused Projects)

## Customer Experience

- Implement target optimization CS initiatives that impact response time, Quality Assurance, Operation/Technology Efficiencies, and Communication Adoption

Q1:	On Track
Q2:	On Track

## Asset Management

- Establish NBU's Asset Data and Information Standards

Q1:	On Track
Q2:	On Track

## Project Management

- Implement PMIS for Capital Projects for Support Services

Q1:	On Track
Q2:	On Track

## Technology Modernization

- Select Financial System

Q1:	On Track
Q2:	On Track

# FY 27 Annual Priorities – (Company Focused Projects)

## Customer Experience

- Implement targeted optimization CS initiatives on Response Time, Quality Assurance, Operations/Technology Efficiencies and Communication Adoption.

## Technology Modernization

- Implement Phase 1 of the Financial System
- Select Customer Information System

## Strategic Plan

- Update Strategic Plan



## QUESTIONS

### 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





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**Meeting Date:** February 26, 2026      **Agenda Type:** Items from Staff

**From:** Jacob Tschoepe      **Reviewed by:** Darrin Jensen  
Program Portfolio Manager      Director of Enterprise Project  
Management Office

**Submitted by:** David Hubbard      **Approved by:** Ryan Kelso  
Chief Administrative Officer      Chief Executive Officer

**RECOMMENDED ACTION:** Monthly NBU Headquarters Progress Update

---

# New Braunfels Utilities HQ Update

February 26, 2026

**NBU** NEW BRAUNFELS  
UTILITIES

# Recent Milestones

## January

- Upper Floors Concrete Poured
- Waterline Testing and Flushing
- Interior Structure of Maintenance Building
- Sheeting of PEMB of Equipment Building

## February

- AHU Delivery to Penthouse
- Steel Stud Framing Floors 1 and 2
- Steel Structure of Board and Training



**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





**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



**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



<p><b>Mission</b> Strengthening our community by providing resilient essential services</p>	<p><b>Vision</b> Be a trusted community partner dedicated to excellence in service</p>	<p><b>Core Values</b> Safety, Team, Integrity, Culture, and Stewardship</p>
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**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





**Mission**

Strengthening our community by providing resilient essential services

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Be a trusted community partner dedicated to excellence in service

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**Mission**

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### Legend Key

- 1 Training and Testing Field
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- 30 Employee Entry Bridge
- 31 Grass Area



<p><b>Mission</b> Strengthening our community by providing resilient essential services</p>	<p>+</p> <p><b>Vision</b> Be a trusted community partner dedicated to excellence in service</p>	<p>+</p> <p><b>Core Values</b> Safety, Team, Integrity, Culture, and Stewardship</p>



**Mission**

Strengthening our community by providing resilient essential services

+

**Vision**

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+

**Core Values**

Safety, Team, Integrity, Culture, and Stewardship



### 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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## Next Steps

- Roof Installation Over Office Space
- Concrete Paving Continuing
- Water to Building
- Power to Building

### 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**

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:** February 26, 2026      **Agenda Type:** Consent Items for Action

**From:** Laura Ayala  
Board Relations Coordinator      **Reviewed by:** Rocio G. Hilliard  
Chief of Staff

**Submitted by:** Rocio G. Hilliard      **Approved by:** Ryan Kelso  
Chief of Staff      Chief Executive Officer

**RECOMMENDED ACTION:** Approve Minutes of the NBU Regular Board Meeting of January 29, 2026

**BACKGROUND**

None

**FINANCIAL IMPACT**

None

**LINK TO STRATEGIC PLAN**

**Customers and Community**

**EXHIBITS**

- 1. January 29, 2026 Regular Board Meeting Minutes

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

**1:00 P.M.**

**Thursday, January 29, 2026**

**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, and Mayor Neal Linnartz

**ABSENT**

Board Trustee Yvette Barrera Villanueva

**NBU PERSONNEL**

Ryan Kelso, Ragan Dickens, Greg Brown, Jessica Williams, Connie Lock, Rocio G. Hilliard, Mark Steelman, Andrew Cummings, David Hubbard

Adriana Sanchez, Ashley Schriewer, Carlos Salas, Darrin Jensen, Jason Theurer, Joe Vargas, John Warren, Julia Haynes, Justin Green, Mike Short, Rachel Leier, Reagan Pena, Will Riley, Adam Willard, Anna Johnson, Azura Kerr, Brent Lundmark, Bruce Haby, David Guerrero Jr., Doug Clifton, Gregory Thomas, Jacob Tschoepe, Jason Rammel, Jeffrey Jones, Jeffrey Morriss, Jenna Mathis, Jesse Luna, Jessica Coleman, Justin Stroup, Kimberly DaCosta, Kristi Villasana, Larry Aguilar, Missy Quent, Nicole Wesley, Pamela Tarbox, Peter Vanderstoep

**NBU CONSULTANTS**

Kimberly Britton, Britton Strategies

**PLEDGE AND INVOCATION**

Board President Wayne Peters led the pledge of allegiance and offered the invocation.

**PUBLIC COMMENT**

There were no public comment requests.

**ITEMS FROM THE CHAIR**

**1. Update from the Facilities Committee**

Board President Wayne Peters provided an update from the Security Committee meeting held on January 6<sup>th</sup>, 2026. Items discussed included a video tour of the facility, information on the AV equipment and specs, and options for the dais and adjacent floor spaces.

**2. Any Other Items Permitted Under Section 551.0415 of the Texas Government Code**

No additional comments were made.

## ITEMS FROM STAFF

### 1. CEO Update

CEO Ryan Kelso presented updates on the following events that NBU staff participated in:

#### a. NBU Chief of Staff Rocio G. Hilliard Receives 2025 Rising Star of New Braunfels Award

NBU Chief of Staff, Rocío G. Hilliard, was named one of the 2025 Rising Stars of New Braunfels. Presented by the New Braunfels Jaycees and the Greater New Braunfels Chamber of Commerce, this award honors young professionals who excel in their fields, uplift New Braunfels through community service, and embody the promise of our next generation of leaders.

#### b. NBU Participates in Wassailfest

Our Community Engagement Committee was proud to participate in the 2025 New Braunfels Wassailfest downtown, serving warm wassail to our community.

#### c. NBU Employee Holiday Party

The annual NBU Holiday party was held on December 5th. The following awards were presented:

Rising Star to Kristen Pollock

Innovation Awards to Robin Gary, Shayna Treuter, Nick Haughton, and Frank Stringer

Outstanding Achievement Award to Missy Quent

Ian Taylor Ethics Award to Robert Pineda.

#### d. NBU Leadership Team Volunteers at the New Braunfels Food Bank

The NBU leadership team volunteered at the New Braunfels Food Bank on December 16th, supporting both warehouse and garden operations. The team packed roughly 665 bags, totaling 4,710 pounds of food, and also assisted with garden work to help support local families in need.

#### e. Update on Winter Storm Fern and Other Potential Winter Storm Activity

In preparation for Winter Storm Fern, NBU activated our emergency management protocols beginning Friday, January 23rd, by closely monitoring ERCOT conditions, coordinating across departments, and working alongside city partners to ensure continuity of service and public safety. Crews maintained a ready posture for power supply challenges, system impacts, and customer needs while also providing mutual aid on Monday, January 26th, to support the City of Jasper.

#### f. Any Other Items Permitted Under Section 551.0415 of the Texas Government Code

\*No additional items were discussed.

**2. Financial Update and Report**

Accounting Manager Kimberly DeCosta provided an update on the financial status of NBU.

**3. Quarterly Capital Update – Fiscal Year 2026 First Quarter (“Q1”)**

Program Portfolio Manager Jacob Tschoepe provided an update on the FY26 First Quarter Capital Update.

**4. Monthly NBU Headquarters Progress Update**

Program Portfolio Manager Jacob Tschoepe provided an update on the progress of the NBU Headquarters project.

**CONSENT ITEMS FOR ACTION**

Board Trustee Stuart Blytin made a motion, and Vice President Judith Dykes-Hoffmann 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, #20, and #21. The vote was unanimous.

1. Approve Minutes of the NBU Regular Board Meeting of December 18, 2025
2. Approve Minutes of the NBU Special Board Meeting of January 22, 2026
3. Approve the Change Order Log from November 15, 2025, through December 15, 2025
4. Approve the Reports for Water and Electric Engineering Contracts from August 1, 2025, through December 15, 2025
5. Approve the Electric Line of Business Alternative Procurements from November 15, 2025, through December 15, 2025
6. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Pesado Construction Company for the Construction of the Saengerhalle North Interceptor Project, Located Generally Along Willowbrook Avenue Between Alves Lane and FM 1101
7. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Pesado Construction Company for the Construction of the Infrastructure Replacement Package 3 Project, Located Generally at Coll Street, Market Street, Grant Alley, Katy Street, Jackson Street, Marigold Drive, and Mulberry Avenue
8. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Pawelek & Moy, Inc. for the Design of the Fredericksburg Road Interceptor Project
9. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Quiddity Engineering, LLC for the Design of the Gruene Water Reclamation Facility Expansion Project
10. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with MGC Contractors, Inc. for the Construction of the Solms Pump Station and Ground Storage

Tank Project Located at the NBU Headquarters Property at 5467 FM 482, New Braunfels, Texas

11. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Pesado Construction Company for the Construction of the Western Downtown to Morningside Pressure Zone Conversion Rusch Lane Pressure Reducing Valve Project, Located at the I-35 Southbound Frontage Road and Rusch Lane Intersection
12. Authorize the CEO or His Designee to Negotiate and Execute a First Amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc. for the Design of the Central Downtown to Morningside Pressure Zone Conversion Project, Adding Additional Services Related to Expansion of Work along Rosedale Avenue and Pipeline Realignment Along I-35 Near the New Braunfels Library
13. Authorize the CEO or His Designee to Execute a Professional Service Agreement with Burns & McDonnell Engineering Company, Inc. For Engineering, Design, and Construction Management Services of the Hortontown Substation Upgrade Project, Located at 1264 Industrial Drive
14. Authorize the CEO or His Designee to Negotiate and Execute a Second Amendment to the Professional Service Agreement with Schneider Engineering, LLC for Additional Engineering, Design, and Construction Management Services for the Comal T-3 Replacement Project, Freiheit Breaker Additions and Control Enclosure Upgrade Project, Kohlenberg Substation Construction Project, and the Henne Substation Breaker and a Half Upgrade Project
15. Authorize the CEO or His Designee to Negotiate and Execute a Services and Goods Agreement with Austin Armature Works, LP for Lift Station Pump and Diagnostic Repair Services
16. Authorize the CEO or His Designee to Negotiate and Execute a Services and Goods Agreement with Pump Solutions, Inc. for Lift Station Pump and Diagnostic Repair Services
17. Authorize the CEO or His Designee to Negotiate and Execute a Sourcewell Cooperative Agreement, Sourcewell Contract No. 032824-NVS, with Holt Truck Centers of Texas, LLC, for the Purchase of One (1) International CV515 Electric Ops Truck; Two (2) International HV607 13 Yard Dump Truck(s); Three (3) International CV515 Water Ops Truck(s); One (1) International MV607 Water Ops Truck; and One (1) International CV515 Water Ops Truck with Stellar EC4000 Crane
18. Authorize the CEO or His Designee to Negotiate and Execute a Sourcewell Cooperative Agreement, Sourcewell Contract No. 040924-ALT, with Global Rental Co., Inc., for the Purchase of Two (2) AT48M 4x4 Bucket Trucks
19. Authorize the CEO or His Designee to Negotiate and Execute a First Amendment to the Professional Services Agreement with Freese and Nichols, Inc. for Owner's Representative Services for the Backup Operations Center Project to Expand Construction Services and Add Building Commissioning Services

20. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with F. Guerra DeBerry, LLC, d/b/a GDC Marketing and Ideation for Public Relations and Creative Services
21. Adopt Resolution R-2026-204 Approving Revisions to the Records Policy (formerly the Records and Information Management Policy) and Other Matters in Connection Therewith

## ITEMS FOR FUTURE ACTION

### 1. Discuss Drought Contingency Plan Revisions

Kimberly Britton of Britton Strategies and Interim Chief Customer Officer Andrew Cummings provided information on the revisions to be brought to the Board for consideration at the February meeting. Topics included information from the Community Advisory Panel's feedback on the proposed Drought Contingency Plan ("DCP") and staff's proposed changes to the DCP.

## PRESENTATION ITEMS

### 1. Provide Update on the NBU Billing Assistance Program

Interim Chief Customer Officer Andrew Cummings provided an update on the NBU Billing Assistance Program. Information included a program overview, the history of the program, and the potential future of the program..

## ACTION ITEMS

### 1. Discuss and Consider Approval of a Professional Services Agreement with EEPlus, Inc. for Large Load Consulting Services

Trustee Stuart Blythin made a motion, and Board Vice President Judith Dykes-Hoffmann seconded the motion to approve the Professional Services Agreement with EEPlus, Inc. for Large Load Consulting Services. The vote was unanimous.

## EXECUTIVE SESSION

Board President Wayne Peters recessed the Open Session at 2:45 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 (Section 551.071 – Texas Government Code: a. Discuss *MMF NBTX LAND, LLC v. City of New Braunfels, New Braunfels Utilities, and Ryan Kelso, in his official capacity as Chief Executive Officer of New Braunfels Utilities*, No. C2025-1252D (433rd District Court, Comal County, Texas); b. Discuss *New Braunfels Utilities v. TRC Engineers, Inc.*, Cause No. C2024-1980D (433rd District Court, Comal County, Texas); and Personnel Matters – CEO Semi-Annual Evaluation – Deliberate the appointment, employment, evaluation, and duties of th CEOe (Section 551.074 – Texas Government Code)

The Executive Session was opened at 2:49 pm and closed at 4:45 pm.

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

The Regular Session resumed at 4:45 p.m. Only the matters cited above, and no others, were discussed.

**ADJOURN**

There was no further business, and Board President Wayne Peters adjourned the meeting at 4:45 p.m.

***Attest:***

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*Wayne Peters, President*  
*Approved*

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

*Date Approved: February 26, 2026*





**Meeting Date:** February 26, 2026      **Agenda Type:** Consent Items for Action

**From:** Anna Johnson      **Reviewed by:** Ashley Schriewer  
 Procurement Manager      Director of Financial Services

**Submitted by:** Jessica Williams      **Approved by:** Ryan Kelso  
 Chief Financial Officer      Chief Executive Officer

**RECOMMENDED ACTION:**      Approve the Change Order Log from December 15, 2025, through January 15, 2026

## BACKGROUND

The Board of Trustees approved the NBU Purchasing Policy on October 31, 2019. The Purchasing Policy defines the process for obtaining approval of change orders. In addition to the individual approval by the Board of Trustees for change orders greater than \$50,000, the policy further states, “Each department manager will keep a log of all change orders and forward that log on a monthly basis to the Purchasing Manager before each Board of Trustees’ meeting. The Purchasing Manager will prepare a consent agenda item to request approval of those change orders at the next Board of Trustees’ meeting.”

Listed below are the change orders submitted to the Procurement Manager for the period of December 15, 2025, through January 15, 2026.

## FINANCIAL IMPACT

### Change orders less than \$50,000:

Item Number	Project	Description of Work	Vendor	Change Order Number	Cost Increase/ (Decrease) in \$
1	Headwaters at the Comal	Extension of the curbs in the parking lot	Byrne Construction	80	\$13,576.90
2	Headwaters at the Comal	Owner’s contingency - cutting of the countertop to accommodate the washing machine and dryer in the kitchen of Building A	Byrne Construction	81	\$2,375.00

3	Wood Meadows Water Line River Crossing	Deduction for unused bid items A-14 and A-15	Spiess Construction Co., Inc.	2	(\$32,000.00)
<b>Total change orders less than \$50,000:</b>					<b>(\$16,048.10)</b>

**Change orders more than \$50,000:**

Item Number	Project	Description of Work	Vendor	Change Order Number	Cost Increase/ (Decrease) in \$
1	Mission to Westpointe Connection Waterlines	Deduction for unused line items in bid - ductile iron fittings, temp line stop, police officer, and owner's contingency	Pesado Construction Company	2	(\$236,046.06)
2	FM 306 Pump Station & Discharge Line	Changes to UPS and ethernet switch, waterline realignment, isolation valve, movement of two fire hydrants, addition of 12" valve, line stop for tie-in #1, controls and SCADA screen	Harper Brothers Construction	6	\$132,143.00
3	McKenzie Interceptor Upgrade	FM 1102 Waterline relocation, and replacement of fencing on Sisak property	Cash Construction Company, Inc.	2	\$81,499.54
4	McKenzie Interceptor Upgrade	Addition of Hobas pressure pipe, lower manhole, concrete flume replacement, power pole bracing on Saengerhalle	Cash Construction Company, Inc.	3	\$50,658.94
<b>Total change orders more than \$50,000:</b>					<b>\$28,255.42</b>

**LINK TO STRATEGIC PLAN****Infrastructure and Technology****EXHIBITS**

None



## **FINANCIAL IMPACT**

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The financial impact of new water engineering contracts during this period was \$660,047.00. No electric engineering contracts were executed during this period.

## **LINK TO STRATEGIC PLAN**

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### **Infrastructure and Technology**

## **EXHIBITS**

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1. Exhibit A – Report for Water Engineering Contracts



**Meeting Date:** February 26, 2026      **Agenda Type:** Consent Items for Action

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

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

**RECOMMENDED ACTION:** Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Provenance Engineering, LLC, for the Design of the New Bretzke Pump Station and Bretzke-Hoffmann Transmission Pipeline Project

## **BACKGROUND**

This Professional Services Agreement (the “Agreement”) with Provenance Engineering, LLC (“Provenance”) provides project management, preliminary and final design, field services, permitting and stakeholder coordination, bid phase services, and construction phase services for the New Braunfels Utilities (“NBU”) Bretzke Pump Station and Bretzke to Hoffmann Discharge Line Project (the “Project”). The Project includes installation of a 16-inch discharge pipeline from the Bretzke Pump Station to the Hoffmann pressure zone, as well as construction of a new 2.7-MGD pump station. Together, these improvements will increase distribution pumping capacity in the Hoffmann pressure zone, support projected growth, and provide a redundant waterline serving both the Hoffmann and River Chase pressure zones.

NBU staff requests that the Board of Trustees approve the Agreement with Provenance for the Project. Provenance was selected for this work based on the strong qualifications of its proposed project team and the firm’s demonstrated familiarity with similar types of projects.

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 two construction contracts for the Project. Staff anticipate bringing the construction contracts to the Board for approval in January and February 2028. NBU staff plans to begin construction in February 2028 on the Pump Station phase of the Project and in March 2028 on the Discharge Line phase of the Project, with construction completion by August 2029 on the Pump Station phase and March 2029 on the Discharge Line phase.

**FINANCIAL IMPACT**

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The total financial impact for the Agreement with Provenance for the Project is \$2,132,000.00, including supplemental services. The Project is budgeted within the Fiscal Year 2026 through Fiscal Year 2029 NBU Board approved Capital Improvements Projects Budget.

**LINK TO STRATEGIC PLAN**

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**Customers and Community**

**Infrastructure and Technology**

**Stewardship**

**EXHIBITS**

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1. Professional Services Agreement with Provenance



**Meeting Date:** February 26, 2026      **Agenda Type:** Consent Items for Action

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

**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 WSP USA Inc. for the Design of the Blieders Creek Interceptor Project

## **BACKGROUND**

This Professional Services Agreement (the “Agreement”) with WSP USA Inc. (“WSP”) provides project management, preliminary engineering design, final design, permitting and coordination with stakeholders, bid phase services, and construction phase services for the New Braunfels Utilities (“NBU”) Blieders Creek Interceptor (the “Project”). The Project consists of removing and replacing 4,845 linear feet (“LF”) of existing 15-inch sewer main with an 18-inch sewer main, and removing and replacing 3,870 LF of existing 12-inch sewer main with a 15-inch sewer main located along Blieders Creek in New Braunfels, Texas.

NBU staff requests that the Board of Trustees approve the Agreement with WSP for the Project. WSP was selected based on the strength of its proposed project team, whose resume demonstrates extensive experience with similar utility infrastructure projects.

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 October 2027. NBU staff plans to begin construction in November 2027 and complete construction by July 2030.

## **FINANCIAL IMPACT**

The total financial impact for the Agreement with WSP for the Project is \$982,510.00.00, including supplemental services. The Project is budgeted within the Fiscal Year 2026 through Fiscal Year 2030 NBU Board approved Capital Improvements Projects Budget.

**LINK TO STRATEGIC PLAN**

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**Infrastructure and Technology**

**EXHIBITS**

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1. Professional Services Agreement with WSP



**EXHIBITS**

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1. Buyboard contract number 724-23



**Meeting Date:** February 26, 2026      **Agenda Type:** Consent Items for Action

**From:** Nancy Pappas      **Reviewed by:** Julia Haynes  
 Managing Director,  
 Headwaters at the Comal      Director of External Relations

**Submitted by:** Ragan Dickens      **Approved by:** Ryan Kelso  
 Chief Communications      Chief Executive Officer  
 Officer

**RECOMMENDED ACTION:** Authorize the CEO or His Designee to Negotiate and Execute a Naming Rights and License Agreement among Elizabeth Bowerman, Headwaters at the Comal (“Headwaters”), and NBU, Naming the Gathering Room at the Headwaters at the Comal Site (the “Headwaters Site”) in Honor of the Blackwood Bowerman Family’s Charitable Gift to Headwaters

## **BACKGROUND**

Whereas the Headwaters at the Comal, a Texas nonprofit corporation (“Headwaters”), was established by New Braunfels Utilities (“NBU”) in 2017 to accept gifts in and offer naming opportunities for the facilities and improvements constructed in connection with the Headwaters project on NBU’s property located at 333 E. Klingemann St., New Braunfels, Texas 78130.

Headwaters received a gift of \$500,000.00 from Elizabeth Bowerman (the “Donor”) and would like to recognize the donor on the entrance to the room designated as the “Gathering Room” with a vinyl decal sign with the donor’s name and wildflower symbol for the term of fifteen (15) years.

Donor has accepted the recognition as displayed in Exhibit A of this agreement. Headwaters shall maintain the recognition in good condition, normal wear and tear excepted, consistent with the condition in which it maintains all its signage.

## **FINANCIAL IMPACT**

None

## **LINK TO STRATEGIC PLAN**

## **Stewardship**

**EXHIBITS**

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1. Naming Rights Agreement - Bowerman Family



**Meeting Date:** February 26, 2026      **Agenda Type:** Consent Items for Action

**From:** Nancy Pappas      **Reviewed by:** Julia Haynes  
 Managing Director,  
 Headwaters at the Comal      Director of External Relations

**Submitted by:** Ragan Dickens      **Approved by:** Ryan Kelso  
 Chief Communications      Chief Executive Officer  
 Officer

**RECOMMENDED ACTION:** Authorize the CEO or His Designee to Negotiate and Execute a Naming Rights and License Agreement among the John L. Santikos Charitable Foundation, (the “Foundation”), Headwaters, and NBU, Recognizing a Charitable Gift from the Foundation to Headwaters with Signage on the Gathering Room Wall at the Headwaters Site

## **BACKGROUND**

Whereas the Headwaters at the Comal, a Texas nonprofit corporation (“Headwaters”), was established by New Braunfels Utilities (“NBU”) in 2017 to accept gifts in and offer naming opportunities for the facilities and improvements constructed in connection with the Headwaters project on NBU’s property located at 333 E. Klingemann St., New Braunfels, Texas 78130.

Headwaters received a gift of \$150,000.00 from the John L. Santikos Family Charitable Foundation, a fund of the San Antonio Area Foundation (the “Donor”), and would like to recognize the donor on engraved wood signage at the main restroom facilities, for the term of ten (10) years.

Donor has accepted the recognition as displayed in Exhibit A of this agreement. Headwaters shall maintain the recognition in good condition, normal wear and tear excepted, consistent with the condition in which it maintains all its signage.

## **FINANCIAL IMPACT**

None

## **LINK TO STRATEGIC PLAN**

**Stewardship**

**EXHIBITS**

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1. Naming Rights Agreement - The John L. Santikos Charitable Foundation



**Meeting Date:** February 26, 2026      **Agenda Type:** Consent Items for Action

**From:** Nancy Pappas      **Reviewed by:** Julia Haynes  
 Managing Director,  
 Headwaters at the Comal      Director of External Relations

**Submitted by:** Ragan Dickens      **Approved by:** Ryan Kelso  
 Chief Communications      Chief Executive Officer  
 Officer

**RECOMMENDED ACTION:** Authorize the CEO or His Designee to Negotiate and Execute a Naming Rights and License Agreement among J. Patrick Wiggins and Rebecca Wiggins (the “Wiggins Family”), Headwaters, and NBU, Recognizing a Charitable Gift from the Wiggins Family to Headwaters with Signage at the Entrance Gardens at the Headwaters Site

## **BACKGROUND**

Whereas the Headwaters at the Comal, a Texas nonprofit corporation (“Headwaters”), was established by New Braunfels Utilities (“NBU”) in 2017 to accept gifts in and offer naming opportunities for the facilities and improvements constructed in connection with the Headwaters project on NBU’s property located at 333 E. Klingemann St., New Braunfels, Texas 78130.

Headwaters received a gift of \$235,000.00 from J. Patrick and Rebecca Wiggins (the “Donor”) and would like to recognize the donor on signage at the Front Entrance Gardens, for the term of fifteen (15) years.

Donor has accepted the recognition as displayed in Exhibit A of this agreement. Headwaters shall maintain the recognition in good condition, normal wear and tear excepted, consistent with the condition in which it maintains all its signage.

## **FINANCIAL IMPACT**

None

## **LINK TO STRATEGIC PLAN**

**Stewardship**

**EXHIBITS**

---

1. Naming Rights Agreement - Wiggins Families



**LINK TO STRATEGIC PLAN**

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**Customers and Community**

**Stewardship**

**EXHIBITS**

---

1. Professional Services Agreement with Square One



**Meeting Date:** February 26, 2026      **Agenda Type:** Consent Items for Action

**From:** Brent Lundmark      **Reviewed by:** Jason Theurer  
 Water Treatment and      Director of Water Operations and  
 Compliance Manager      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 First Amendment to the Professional Services Agreement with Guadalupe-Blanco River Authority for Water and Wastewater Laboratory Testing Services

## **BACKGROUND**

On December 14, 2023, the New Braunfels Utilities (“NBU”) Board of Trustees approved a Professional Services Agreement (the “Agreement”) with the Guadalupe-Blanco River Authority (“GBRA”) for laboratory testing services for the water and wastewater facilities regulatory and compliance requirements. GBRA notified NBU staff in August 2025 that new pricing, effective January 1, 2026, would be approved by its Board.

In an effort to maintain the continuity of NBU’s laboratory and regulatory compliance sampling needs, NBU staff requests that the Board of Trustees approve the First Amendment to the Agreement (the “First Amendment”) to accept the increase in pricing. The annual not-to-exceed amounts will not change. The First Amendment is being presented to the Board because it modifies the Agreement beyond the parameters the Board previously approved.

## **FINANCIAL IMPACT**

While the increase in pricing represents about a 10% increase, it will not impact the annual not-to-exceed contract amounts of \$60,000.00. The total contract amount for the Agreement and the First Amendment will continue to be \$300,000.00. The Agreement and First Amendment are budgeted with the Water Treatment and Compliance Operations and Maintenance Budget (“O&M Budget”) for Fiscal Year 2026 and will be budgeted in the O&M Budgets of Fiscal Year 2027 through Fiscal Year 2028.

**LINK TO STRATEGIC PLAN**

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**Safety and Security**

**Stewardship**

**EXHIBITS**

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1. GBRA Contract
2. GBRA Notification of Revised Rates
3. First Amendment with GBRA



**Meeting Date:** February 26, 2026      **Agenda Type:** Consent Items for Action

**From:** Jessica Coleman      **Reviewed by:** John Warren  
 Financial Planning and      Director of Financial Planning  
 Analysis Manager      and Analysis

**Submitted by:** Jessica Williams      **Approved by:** Ryan Kelso  
 Chief Financial Officer      Chief Executive Officer

**RECOMMENDED ACTION:** Authorize the CEO to Negotiate and Execute a Professional Services Agreement with Terreno Services, Inc. for Wireless Transmitter Leasing Program Consulting and Management Services

## **BACKGROUND**

New Braunfels Utilities (“NBU”) has existing long-term antenna lease agreements that allow various wireless carriers to attach to NBU towers and structures in exchange for rent. Although the management of antenna leases is not an NBU primary business, the lease of space provides an opportunity for additional revenue.

In 2020, NBU staff reviewed the then existing antenna lease agreements and found it difficult to ascertain relevant industry information in order to assess: (i) fair market rent, (ii) the frequency and amount by which a typical lease escalates, (iii) fair prices for antenna lease buyouts, (iv) common lease terms, and (v) proposed rent reductions. In order to optimize the additional revenue potential, NBU staff required the services of an experienced consultant to assist with the marketing and management of the NBU Wireless Transmitter Leasing Program.

On August 27, 2020, the NBU Board approved an agreement with Terreno Services, Inc. (“TSI”) for wireless consulting services and antenna management. The agreement initially expired on August 31, 2021, and included provisions for automatic renewal for up to four (4) successive terms.

In September 2025, NBU issued a Request for Proposals for wireless consulting services and antenna management (“the Antenna Lease RFP”). NBU received two proposals in response to the Antenna Lease RFP that were evaluated based on (i) organization, information, and experience, (ii) references, and (iii) cost proposal. NBU staff met to discuss and review proposals for wireless consulting services and antenna management and recommended that the contract be awarded to Terreno Services, Inc. (“TSI”) as its proposal was determined to be the most advantageous to NBU, considering the evaluation criteria included in the Antenna Lease RFP. TSI will act on behalf of NBU to navigate the intricacies of antenna lease management and engage with existing and future wireless leasing contract holders to ensure NBU obtains optimal lease rates.

The agreement with TSI will be effective for a period of one (1) year from January 29, 2026, to January 28, 2027, and shall automatically renew for up to four (4) successive one-year terms, unless either party provides written notice of its intent to terminate the agreement prior to the expiration of any term.

NBU staff recommends that the NBU Board approve a Professional Services Agreement with TSI. This Agreement is being presented to the Board because the total amount of the Agreement exceeds \$250,000.00.

## **FINANCIAL IMPACT**

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TSI shall be compensated a management fee equal to thirty percent (33%) of the monthly “gross receipt” collected by NBU from lease or rental agreements executed or modified during the term of the agreement and from renewal(s) hereof. “Gross receipt” is defined as all revenues and any associated fees collected by NBU from leases or rental agreements managed by TSI. The total compensation for TSI shall not exceed the lesser of \$300,000 or 33% of the gross receipt for the initial term and shall not exceed \$1,500,000 for the duration of the Agreement.

## **LINK TO STRATEGIC PLAN**

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### **Financial Excellence**

## **EXHIBITS**

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### 1. Bid Evaluation Matrix – RFP 25-0091 – Wireless Transmitter Leasing Program Management

Bid Evaluation Matrix				
Item	Criteria	Possible Points	Alta	Terreno
1.	Organization, Information, and Experience	50	40.00	50.00
2.	References	20	12.0	20.0
3.	Cost	30	30.0	29.2
	Total Score	100	82.0	99.2

### 2. Professional Services Agreement with Terreno Services, Inc.



**Meeting Date:** February 26, 2026      **Agenda Type:** Action Item

**From:** Kristi Villasana  
Interim Director of Power  
Supply      **Reviewed by:** David Hubbard  
Chief Administrative Officer

**Submitted by:** David Hubbard  
Chief Administrative Officer      **Approved by:** Ryan Kelso  
Chief Executive Officer

**RECOMMENDED ACTION:** Discuss and Consider Approval of a Professional Services Agreement with Alliance for Cooperative Energy Services Power Marketing LLC for Thermal Generation Consulting Services

## **BACKGROUND**

In 2024, NBU completed an Integrated Resource Plan (“IRP”). One of the key recommendations of the IRP was to issue a Request for Proposal (“RFP”) for up to 240 megawatts of natural gas-fired reciprocating internal combustion engine (“RICE”) and combustion turbine (“CT”) generation by 2028, or as soon as practicable. This initiative is intended to efficiently manage anticipated load growth and secure cost-effective, dispatchable power. The IRP also recommended conducting a detailed evaluation of alternative resource options and associated natural gas delivery infrastructure to ensure the most cost-effective and reliable solution is selected. NBU anticipates the project will require approximately 14 months to complete. However, the proposed contract term is 24 months to provide additional flexibility for contract negotiations and evaluation of options.

NBU proposes engaging Alliance for Cooperative Energy Services (“ACES”) to provide technical and analytical support for developing the RFP and evaluating proposals. ACES brings specialized expertise in resource planning, generation procurement, and infrastructure assessment, enhancing the rigor, transparency, and defensibility of the selection process.

## **FINANCIAL IMPACT**

The total financial impact of the agreement is approximately \$245,500.00. The fixed costs for Phase 1 and Phase 2 are \$171,275.00. The estimated cost for Phase 3 is \$74,225.00. These funds are currently budgeted within NBU’s Fiscal Year 2026 and Fiscal Year 2027 Operations and Maintenance Budget.

**LINK TO STRATEGIC PLAN**

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**Customers and Community**

**Infrastructure and Technology**

**Financial Excellence**

**Stewardship**

**EXHIBITS**

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1. Professional Services Agreement between ACES and New Braunfels Utilities

**ACES  
(Alliance for  
Cooperative Energy  
Services)  
Consulting Services**

Prepared for the  
NBU Board of Trustees



February 26, 2026

## Action Requested:

Board to approve the Professional Services Agreement for the Thermal Generation Consultant, ACES (Alliance for Cooperative Energy Services), to assist with the creation and evaluation of an RFP for thermal generation resources.

## Why:

As a result of the IRP (Integrated Resource Plan), we are seeking a consultant to assist us in creating and evaluating an RFP for Thermal Generation.

# Thermal Generation Consultant Scope

Item 1.



## SUMMARY OF SCOPE:

The consultant will assist the NBU Power Group in developing and managing a RFP process for thermal energy resources within ERCOT.

This includes drafting the RFP, evaluating responses across various contract types (such as Purchase Power Agreements (PPA's), tolling, self-build, and lease-to-own), and ensuring market and regulatory compliance.

The consultant will perform cost-benefit and risk analyses, provide strategic recommendations to guide selection decisions, and support contract negotiations to secure favorable terms for NBU.

- **Recommended Vendor:** Alliance for Cooperative Energy Power Marketing LLC (“**ACES**”)
- **Project Cost:** ~\$250,000.00
  - Phase 1 & 2: ~\$171,275.00
  - Phase 3: ~\$75,000.00
- **Project Timeline:** 12-14 Months
  - Proposed Contract: 24 Months

## Project Summary:

Milestone	Forecasted Timeline
RFP Creation	90 Days
RFP Posted	30 Days
<b>PHASE 1</b>	<b>30 Days</b>
Evaluation and Shortlist #1	30 Days
<b>PHASE 2</b>	<b>90 Days</b>
Risk and Ranking Analysis	30 Days
Evaluation and Shortlist #2	30 Days
Final Report and Presentation	30 Days
<b>PHASE 3</b>	<b>150 Days</b>
Negotiation and Contract Execution	150 Days

## Action Requested:

Board to approve the Professional Services Agreement for the Thermal Generation Consultant, ACES (Alliance for Cooperative Energy Services), to assist with the creation and evaluation of an RFP for generation resources.



**Meeting Date:** February 26, 2026      **Agenda Type:** Action Item

**From:** Julia Haynes      **Reviewed by:** Ragan Dickens  
 Director of External Relations      Chief Communications Officer

**Submitted by:** Ragan Dickens      **Approved by:** Ryan Kelso  
 Chief Communications Officer      Chief Executive Officer

**RECOMMENDED ACTION:** Discuss and Consider Receiving the Community Advisory Panel’s Report on Proposed Drought Contingency Plan

## BACKGROUND

New Braunfels Utilities (“NBU”) utilized the Community Advisory Panel (“CAP”) as a structured forum to incorporate community perspectives into the development of major policy initiatives that affect customers, rates, and long-term resource planning.

From September through December 2025, NBU staff engaged the CAP in a focused review of proposed updates to the Drought Contingency Plan (“DCP”). The purpose of this engagement was to ensure that customer impacts, communication, and overall policy intent were evaluated through a community lens prior to Board consideration.

Throughout this process, CAP members were briefed on:

- NBU’s diversified water supply portfolio and associated drought curtailment obligations;
- proposed drought stage reduction targets and their rationale;
- the concept and objectives of a drought surcharge structure; and
- anticipated customer impacts during varying drought conditions.

CAP discussions emphasized stewardship, equity, and transparency for customers during drought response implementation. Feedback provided by the panel helped inform refinements to messaging, improved clarity around drought triggers and expectations, and reinforced the importance of aligning conservation outcomes with financial stability and long-term water reliability.

This engagement reflects NBU’s commitment to collaborative governance and proactive stakeholder involvement, ensuring that community perspectives are meaningfully incorporated into policy development before final action is considered by the NBU Board of Trustees.

**FINANCIAL IMPACT**

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No additional expenditures are required to implement this update outside of standard communication strategies. The proposed drought surcharge is designed to be revenue-neutral and improves NBU's financial stability during drought conditions by mitigating revenue volatility associated with reduced water sales.

**LINK TO STRATEGIC PLAN**

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**Customers and Community**

**Stewardship**

**EXHIBITS**

---

1. NBU CAP DCP Report

# Submission of Community Advisory Panel (CAP) Report

Proposed Drought Contingency  
Plan (DCP) Updates

February 26, 2026



**NBU**® NEW BRAUNFELS  
UTILITIES

# CAP Engagement Overview

- CAP reviewed proposed DCP updates from September–December 2025
- Engagement included surveys, small-group discussions, and full-panel deliberations

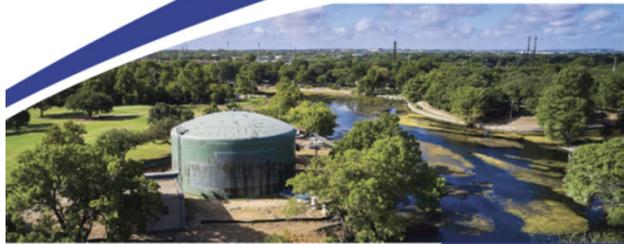


# CAP Review Process

- **Initial survey assessed perceptions of:**
  - NBU’s current drought management
  - Characteristics of an ideal drought approach
- **Small virtual group meetings (Oct–Nov):**
  - Detailed review of proposed updates
  - Q&A with staff
  - Discussion of implications
- **CAP reconvened with NBU staff and consultants to synthesize feedback**
- **Revised draft reviewed and formal CAP response adopted in December**

**NBU Community Advisory Panel (CAP)  
Report and Response to  
Proposed Drought Contingency  
Plan (DCP) Updates**

DECEMBER 2025



**Community Advisory Panel**  
The Community Advisory Panel (CAP) is a special-purpose advisory group to the New Braunfels Utilities (NBU) Board of Trustees. Comprised of up to 13 leaders from across NBU's service area, members are appointed by the New Braunfels City Council and NBU Board of Trustees.

CAP members bring diverse perspectives from throughout the community. Their participation helps ensure the voices of customers, both residential and commercial, are represented and factored into the decisions affecting NBU and those it serves.

Working alongside NBU staff and consultants, CAP members review information, ask critical questions and provide recommendations to the Board of Trustees to help shape the future of NBU.

**Panel Members**  
Justin Meadows, Chair  
Dr. Les Shephard, Co-Chair  
Bobby Avary  
Amber Brown  
Jon Castilleja  
Mark Hampton  
Dr. Michael Patrick Harrington, PhD  
Alicia Jewell  
Leticia Peña Martinez  
Ian Perez  
Marcie Rodriguez

**NBU**

## 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



# CAP Key Findings & Recommendations



- Supports the proposed DCP updates and conservation guidance
- Endorses NBU's forward-looking, diversified water supply strategy
- Commends shift from punitive enforcement to shared stewardship and personal responsibility
- Supports proactive outreach to high-use customers
- Recommends:
  - Clear, plain-language communication
  - Rate structures that signal stewardship for discretionary irrigation
  - Continued protection for essential use ( $\approx 73\%$  of customers unaffected)
- Expressed appreciation for NBU staff transparency and Board commitment to community engagement

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## Action Items

- Discuss and Consider Receiving the Community Advisory Panel's Report on Proposed Drought Contingency Plan

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**Meeting Date:** February 26, 2026      **Agenda Type:** Action Item

**From:** Andrew Cummings  
Interim Chief Customer Officer      **Reviewed by:** Andrew Cummings  
Interim Chief Customer Officer

**Submitted by:** Andrew Cummings  
Interim Chief Customer Officer      **Approved by:** Ryan Kelso  
Chief Executive Officer

**RECOMMENDED ACTION:** Discuss and Consider Adopting Resolution #R-2026-205 to Approve Proposed Amendments to Chapter 130, Article IV, Division 3, Division 5, Division 6, and Division 7 of the Code of Ordinances of the City of New Braunfels (I) Adjusting Residential and Landscape Irrigation Drought Surcharges, (II) Revising Drought Stage Designations and Triggers, (III) Clarifying Definitions and Other Provisions; and (IV) Resolving Other Matters Incident and Related Thereto, and to Authorize the CEO to Present the Amendments to the New Braunfels City Council for Consideration

## BACKGROUND

New Braunfels Utilities (“NBU”) staff recommends updating the Drought Contingency Plan (“DCP”) to ensure continued compliance with state requirements, align water-use reduction targets with NBU’s diversified water supply portfolio, and support long-term water supply reliability and financial stability during drought conditions.

The proposed update to the DCP includes the following:

1. aligning drought stage reduction targets with required curtailment obligations based on NBU’s diversified water supply portfolio;
2. incorporating a drought surcharge structure designed to maintain revenue neutrality during periods of reduced water consumption; and
3. reinforcing implementation flexibility to allow NBU to respond to evolving drought conditions while minimizing customer impacts.

From September through December 2025, NBU engaged the Community Advisory Panel (“CAP”) to review the proposed updates, including conservation targets, surcharge design, and customer impacts, and to provide feedback on intent, clarity, and communication. The proposed drought surcharge structure was

developed by Raftelis Financial Consultants, the firm that completed NBU's 2025 rate study, to ensure consistency with the adopted rate design and alignment with industry best practices.

If approved by the Board, NBU staff will proceed with implementation of the updated DCP and associated public communication efforts and advance any required ordinance amendments for City Council consideration.

## **FINANCIAL IMPACT**

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No additional expenditures are required to implement this update outside of standard communication strategies. The proposed drought surcharge is designed to be revenue-neutral and improves NBU's financial stability during drought conditions by mitigating revenue volatility associated with reduced water sales.

## **LINK TO STRATEGIC PLAN**

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### **Customers and Community**

#### **Stewardship**

## **EXHIBITS**

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1. Resolution #2026-205
2. Exhibit A – Code of Ordinances - Redline
3. Exhibit A – Code of Ordinances – Clean Version

# 2025 – 2026 Drought Contingency Plan Amendment

- Andrew Cummings, Interim Chief Customer Officer

- February 26, 2026

# DCP Project Intent and Deliverables

## Project Intent

- Provide clear, easy-to-understand drought guidance for customers.
- Attempted alignment with neighboring entities for consistent messaging.
- Balance customer lifestyles with drought and empower voluntary conservation.
- Protect essential water users.
- Prepare for formal DCP revision in 2029

## Deliverables

1. Revised Trigger Levels and Trigger Events
2. Updated Drought Surcharge
3. Updates to Customer Response for Drought Stages 0 - 5

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# Proposed Changes Summarized

## Trigger Levels and Events

- **Improved alignment** of trigger levels to the Edwards Aquifer Authority
- Expansion of **NBU operational flexibility** regarding “other considerations” in declaring stage
- Addition of **Stages 4 & 5** into trigger levels
- Establishment of **NBU water reduction goals** for all stages
- Changing from roman numerals to standard numeration for **simplicity and peer utility alignment**

## Drought Surcharge

- Updates to drought surcharge **protects essential use customers entirely.**
- Increasing applicable surcharge from \$1.00 / \$2.00 per thousand gallons to **\$4.18 / \$4.89 per thousand gallons**
- Updating surcharge thresholds from increments of 7,500 gallons to increments of 3k, 6k, and 12k gallons to **align with current rate tiers**

## Customer Response

- Updating Variance new grass allotments to **align with proposed City of New Braunfels’ Land Development Ordinance (LDO)**
- Creation of Stage 4 and 5 flexible strategies at NBU’s operational discretion for use in **worst-case-scenarios**
- **Clarification of verbiage throughout** ordinance due to changes listed above

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# Project Timeline

## Major Project Milestones

### ✓ NBU Board Preview

- August 28, 2025 - Informational Presentation to NBU Board

### ✓ CAP Workshops

- September 9, 2025 – Baseline Education on DCP
- October 14, 2025 – Proposals for Revised DCP
- November 18, 2025 – CAP Discussion
- December 9, 2025 – CAP Finalization

### 🕒 NBU Board Readings

- January 29, 2026 – 1<sup>st</sup> Reading, Item for Future Action, Present Revised DCP
- February 26, 2026 – 2<sup>nd</sup> Reading, Action Item, NBU Board Vote

### 🗨️ City Council Readings

- March 9, 2026 – 1<sup>st</sup> Reading, Present Revised DCP
- March 23, 2026 – 2<sup>nd</sup> Reading, City Council Vote

### 📅 Implementation of Revised DCP

- April 1, 2026

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# Questions?

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## Action Items

- Discuss and Consider Adopting Resolution #R-2026-205 to Approve Proposed Amendments to Chapter 130, Article IV, Division 3, Division 5, Division 6, and Division 7 of the Code of Ordinances of the City of New Braunfels (I) Adjusting Residential and Landscape Irrigation Drought Surcharges, (II) Revising Drought Stage Designations and Triggers, (III) Clarifying Definitions and Other Provisions; and (IV) Resolving Other Matters Incident and Related Thereto, and to Authorize the CEO to Present the Amendments to the New Braunfels City Council for Consideration

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