

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

1:00 P.M.

Thursday, March 27, 2025

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 Yvette Villanueva Barrera, Board Trustee Stuart Blythin, and Mayor Neal Linnartz

ABSENT

None

NBU PERSONNEL

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

Bob Figuly, Justin Green, Rachel Leier, Nancy Pappas, Reagan Pena, Adriana Sanchez, Mike Short, Jason Theurer, John Warren, Larry Aguilar, Robert Aleman, Andrew Cummings, Becca Graham, David Guerrero, Jr., Bruce Haby, Kimberly Huffman, Jeffrey Jones, Jesse Luna, Brent Lundmark, Jenna Mathis, Jeffrey Morriss, Beth Perez, Justin Stroupe, Pamela Tarbox, Gregory Thomas, Jacob Tschoepe, Peter Vanderstoep, Joe Vargas, Kristi Villasana, Adam Willard

NBU CONSULTANTS

Kimberly Britton, Britton Strategies

PLEDGE AND INVOCATION

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

NBU EMPLOYEE RECOGNITION

1. Retirement Recognition of Larry Boos

CEO Ryan Kelso recognized Larry Boos, who retired with 42 ½ years of dedicated service to NBU.

PUBLIC COMMENT

There were no public comment requests.

ITEMS FROM THE CHAIR

1. Report from the Legislative Committee

Board Trustee Yvette Villanueva Barrera provided an update from the Legislative Committee meeting that took place on March 27, 2025. Items discussed included a current update of the legislative session, committee assignments of bills and the potential impacts on utility space at large; an in-depth review of particular bills that may impact MOU's and/or NBU's three lines of businesses/services; adjustments to HillCo's weekly communication to NBU; and Board President Wayne Peters shared an updated from the APPA legislative updates to include taxing municipal bonds.

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. Community Engagement: NBU Hosts Booth at the Home and Outdoor Living Show at the New Braunfels Civic Center

NBU hosted a booth at the Home and Outdoor Living Show at the New Braunfels Civic Center. Staff met with community members and shared information about energy and water conservation, solar and the Headwaters of the Comal.

b. Headwaters at the Comal Hosts New Volunteer Orientation

Headwaters at the Comal welcomed 49 new volunteers at their New Volunteer Orientation.

c. NBU Provides Mutual Aid and Electric Crew Support to the City of Jasper's Restoration Efforts after a Severe Weather Event

NBU deployed nine Electric Operations crew members to assist with supporting the City of Jasper with power restoration after a powerful storm hit their city.

d. NBU Launches KinderKraft, a Community Partnership with Communities in Schools

NBU, in partnership with Communities in School, launched KinderKraft. The community initiative is focused on supporting local students in need to provide essential items such as socks, hygiene products, books and snacks to students within New Braunfels ISD and Comal ISD.

e. NBU Employees Participate in the Texas Water Conference

Two NBU employees, Shelby DeLosh and Robert Longoria, took on the Meter Challenge 2025 on March 19th during this year's Texas Water Conference in Houston. Additionally, NBU Project Manager, Paula Dubois, presented on Supervisory Control and Data Acquisition (SCADA) system design.

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 Huffman provided an update on the financial status of NBU.

3. Quarterly Strategic Goal and Annual Priorities Update

Program Portfolio Manager Jacob Tschoepe provided an update on the Quarterly Strategic Goal and Annual Priorities.

4. Monthly NBU Headquarters Progress Update

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

5. NBU Community Advisory Panel Update Regarding the Rate Plan Design Process for Water, Wastewater, and Electric Rates

Chief of Staff Rocio G. Hilliard introduced Kimberly Britton with Britton Strategies, who provided an update on the progress of the NBU Community Advisory Panel meetings regarding the Rate Plan Design Process for Water, Wastewater, and Electric Rates.

CONSENT ITEMS FOR ACTION

Mayor Neal Linnartz made a motion, and Board Trustee Stuart Blythin seconded the motion to approve the Consent Items for Action as follows: #1, #2, #3, #4, #5, #6, and #7. The vote was unanimous.

1. Approve Minutes of the NBU Regular Board Meeting of February 27, 2025
2. Approve the Change Order Log from January 15, 2025, through February 15, 2025
3. Approve the Reports for Water and Electric Engineering Contracts from January 15, 2025, through February 15, 2025
4. Approve the Electric Line of Business Alternative Procurements from August 1, 2024, through February 15, 2025
5. Reject All Proposals Submitted for RFP #24-0050, Credit Verification and Background Checks Solicitation
6. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Pesado Construction Company for the Construction of the South Kuehler Interceptor Phase 1 Project

7. Authorize the CEO or His Designee to Negotiate and Execute an AIA Document A133—Guaranteed Maximum Price Amendment No. 4 with SpawGlass Contractors, Inc., for the New Braunfels Utilities Headquarters Facility Project Located on a 76-acre Tract of Property at the Intersection of Engel Road and IH-35 for Structural Steel Early Release Package

EXECUTIVE SESSION

Board President Wayne Peters recessed the Open Session at 1:55 pm and announced that the Board would go into an Executive Session meeting. The Executive Session included Power Supply Resources – Competitive Matters;

The Executive Session was opened at 2:01 pm and closed at 2:12 pm.

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

ADJOURN

There was no further business, and Board President Wayne Peters adjourned the meeting at 2:14 p.m.

Attest:

Wayne Peters, President
Approved

Ryan Kelso, Secretary of the Board
Chief Executive Officer

Date Approved: April 24, 2025