

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

**1:00 P.M.  
Thursday, June 26, 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, Trustee Stuart Blythin, and Mayor Neal Linnartz

**ABSENT**

Board Trustee Yvette Villanueva Barrera

**NBU PERSONNEL**

Ryan Kelso, Ragan Dickens, Greg Brown, Dawn Schriewer, Rocio Gallegos, Connie Lock, Rocio G. Hilliard, Mark Steelman, Sheila Lavender, David Hubbard  
Adriana Sanchez, Andrew Cummings, Ashley VanBooven, Carlos Salas, Darrin Jensen, Jason Theurer, John Warren, Julia Haynes, Mike Short, Rachel Leier, Reagan Pena, Adam Willard, Becca Graham, Beth Perez, Bruce Haby, Doug Clifton, Jacob Tschoepe, James Rammel, Jeffrey Jones, Jenna Mathis, Jesse Luna, Jessica Green, Joe Vargas, Justin Stroupe, Kimberly Huffman, Larry Aguilar, Missy Quent, Nancy Pappas, Pamela Tarbox, Peter Vanderstoep, Robert Aleman

**NBU CONSULTANTS**

Shea Pearson and Eddie Solis with HillCo Partners; Seamus McNamee with GreatBlue Research

**PLEDGE AND INVOCATION**

Mayor Neal Linnartz led the Pledge of Allegiance and offered the invocation.

**PUBLIC COMMENT**

There were no public comment requests.

**ITEMS FROM THE CHAIR**

1. **Any Items Permitted Under Section 551.0415 of the Texas Government Code**  
\*No additional items were discussed.

## ITEMS FROM STAFF

### 1. CEO Update

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

**a. Leadership Announcement of New Hire: Director of Enterprise Project Management Office, Darrin Jensen**

We are excited to welcome Darrin Jensen as our new Director of Enterprise Project Management Office.

**b. NBU Employee Receives ADP Ambassador Shining Star Award**

Our own, Shayna Treuter, was recently honored with the ADP Ambassador Shining Star Award, a prestigious recognition celebrating rising stars in HR and payroll.

**c. CEO Roadshow: Realtor's Group**

After attending a Chamber committee's Rates overview presentation, Corridor Title invited NBU to speak to a realtor group on June 5<sup>th</sup>. Topics included the current and proposed rate structure, growth projections, and the infrastructure investments required to support existing and new customers. Also highlighted was NBU's forward-thinking water portfolio planning, which positions us for reliability.

**d. NBU All-Retiree Luncheon**

The annual NBU Retiree Luncheon was held at the NBU Service Center. This gathering allows former colleagues to reconnect, share a meal, and reminisce about their time at NBU.

**e. Summer Weatherization Presentation**

Our Conservation and Customer Solutions teams led a "Summer Weatherization" workshop in partnership with the Westside Community Center. Attendees learned practical techniques to keep their homes cool and reduce energy costs.

**f. APPA National Conference**

During the week of June 8th, NBU leadership attended the American Public Power Association conference in New Orleans to network with industry peers, review emerging policy and technology trends, and bring back practical strategies to enhance our reliability and customer service.

**g. Control Center Recognition Week**

During June 16<sup>th</sup> – 20<sup>th</sup>, NBU celebrated Control Center Appreciation Week to honor the 24/7 team that keeps our operations running smoothly. Their behind-the-scenes efforts are vital to NBU's safe, reliable service.

**h. NBU Presents Proposed Electric, Water, and Wastewater Rates to New Braunfels City Council**

On June 16<sup>th</sup> and June 23<sup>rd</sup>, NBU formally presented the proposed Fiscal Year 2026 and Fiscal Year 2027 rate adjustments to the New Braunfels City Council, and they were approved. This presentation was an important opportunity to outline the necessary investments in NBU's utility systems, proactive water management strategy, and the key projects driving these adjustments. NBU is grateful to the City Council, the NBU Board of Trustees, and the Community Advisory Panel for their thoughtful consideration and engagement throughout this process, and look forward to the continued work ahead.

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

\*No additional items were discussed.

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

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

**3. Legislative Update**

Ragan Dickens introduced Shea Pearson and Eddie Solis from HillCo Partners, who provided an update on the recent 89<sup>th</sup> Texas Legislative session. Items covered legislative session priorities, highlights, and legislation specific to water and electricity.

**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**

**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, #7, #8, #9, #10, #11, #12, #13, #14 and #15. The vote was unanimous.**

1. Approve Minutes of the NBU Regular Board Meeting of May 29, 2025
2. Approve the Change Order Log from April 15, 2025, through May 15, 2025
3. Approve the Reports for Water and Electric Engineering Contracts from August 1, 2024, through May 15, 2025
4. Approve the Electric Line of Business Alternative Procurements from April 15, 2025, through May 15, 2025
5. Authorize the CEO or His Designee to Negotiate and Execute a Grant Agreement for Fiscal Year 2026 between NBU and Headwaters at the Comal

6. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Spiess Construction Co., Inc. for the Construction of the Wood Meadows Water Line River Crossing Project
7. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Spiess Construction Co., Inc. for the Construction of the Gruene Wastewater and Inverted Siphon Improvements Project
8. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Freese and Nichols, Inc. for the Design of the Water Tank Rehabilitations Phase 2 Project for the Newks and Kerlick Sites
9. Authorize the CEO or His Designee to Negotiate and Execute the Third Amendment to a Professional Services Agreement with Arcadis U.S., Inc. for the Surface Water Treatment Plant Expansion Project
10. Authorize the CEO or His Designee to Approve Additional Construction Contract Contingency with Capital Excavation Company in the Amount of \$350,000.00 for the Construction of the Goodwin/Conrads Adjustments Project Joint Bid with the City of New Braunfels
11. Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with Primoris T&D Services, LLC, for Construction of the Henne Substation Breaker and a Half Upgrade Project
12. Approve and Adopt Resolution #2025-200 Authorizing and Approving (i) the Purchase of 10.441 Acres of Unimproved Real Property and a 0.908 Acre Access and Utility Easement, Both of Which are Situated in the Antonio Maria Esnaurizar Survey Number 1, Abstract 1, Comal County, Texas in Connection with the Kohlenberg Electrical Substation Project in an Amount not to Exceed \$2,101,023; (ii) the CEO or His Designee to Execute any and all Documents Necessary to Purchase the Property or, if the CEO Deems Necessary, Terminate the Subject Transaction; and (iii) Other Matters in Connection Therewith
13. Authorize the CEO or His Designee to Negotiate and Execute a Services and Goods Agreement with HPS, LLC for Wastewater Manhole Level Monitoring Services
14. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Flow Cert Services, LLC, dba Precision Calibrate Meter Services, for Calibration and Testing Services of Water and Wastewater Flow Meters
15. Approve and Adopt Proposed Revisions to the NBU Board Governance Policies Relating to NBU Board Member Committees

## **PRESENTATION ITEMS**

### **1. Presentation on the NBU Customer Satisfaction Survey Results for Fiscal Year 2025 from Great Blue Research and Discuss Related Strategies**

Sheila Lavender introduced Seamus McNamee from GreatBlue Research, who presented the results of the recent Residential and Commercial Customer Satisfaction Survey. Following the presentation of the survey results, Sheila Lavender shared proposed strategy plans for the future.

## **EXECUTIVE SESSION**

Board President Wayne Peters recessed the Open Session at 2:28 pm and announced that the Board would go into an Executive Session meeting. The Executive Session included Consultation with Attorney Regarding Pending or Contemplated Litigation, Settlement Offer, or Other Matters Protected by Attorney-Client Privilege(Section 551.071 – Texas Government Code): a. Discuss Legal Matters Relating to the Gonzales Carrizo Water Supply Project.

The Executive Session was opened at 2:33 p.m. and closed at 3:14 p.m.

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

The Regular Session resumed at 3:16 p.m. Only the matters cited above, and no others, were discussed, and no votes were taken in Executive Session.

## **ADJOURN**

There was no further business, and Board President Wayne Peters adjourned the meeting at 3:16 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: August 28, 2025*