



**CITY OF NEW BRAUNFELS, TEXAS
CITY COUNCIL MEETING**



**CITY HALL - COUNCIL CHAMBERS
550 LANDA STREET**

MONDAY, FEBRUARY 23, 2026 at 6:00 PM

Neal Linnartz, Mayor	Lawrence Spradley, Mayor Pro Tem (District 4)
Toni L. Carter, Councilmember (District 1)	Mary Ann Labowski, Councilmember (District 5)
Michael Capizzi, Councilmember (District 2)	April Ryan, Councilmember (District 6)
D. Lee Edwards, Councilmember (District 3)	Robert Camareno, City Manager

OUR MISSION

The City of New Braunfels serves the community by planning for the future, responding to community needs, and preserving our natural beauty and unique heritage.

AGENDA

CALL TO ORDER

CALL OF ROLL: CITY SECRETARY

REQUEST ALL PHONES AND OTHER DEVICES BE TURNED OFF, EXCEPT EMERGENCY ON-CALL PERSONNEL.

INVOCATION: COUNCILMEMBER CAPIZZI

PLEDGE OF ALLEGIANCE & SALUTE TO THE TEXAS FLAG

PROCLAMATIONS:

- A) Proclamation - Brooklyn Houston [26-183](#)
- B) Proclamation - President George Washington Day [26-179](#)
- C) Proclamation - Engineers Week [26-64](#)

CITIZENS COMMUNICATIONS

This time is for citizens to address the City Council on issues and items of concerns not on this agenda. There will be no City Council action at this time. In the interest of protecting the City's network and data, the City is not accepting flash drives or electronic files for use during Citizens Communications. Please use hard copies, the overhead projector or access the City's online digital form to upload electronic files you would like the Mayor and Council to view. The digital form would need to be uploaded two (2) hours prior to the City Council meeting. A link to this form can be accessed on the City Secretary's website. Individuals desiring to speak at citizen's communications should line up behind the podium and be ready to speak.

1. CONSENT AGENDA

All items listed below are considered to be routine and non-controversial by the City Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the consent agenda and considered as part of the normal order of business. Citizens must be present to pull an item.

Action Items

- A) Approval of the February 2, 2026 city council special [26-193](#) meeting minutes, and the February 9, 2026 city council regular and executive session meeting minutes.
Natalie Baker, Deputy City Secretary
- B) Approval of the appointment of Will Henry to fill the [26-191](#) unexpired term on the Planning Commission with a term ending 05-31-2028.
Gayle Wilkinson, City Secretary
- C) Approval of the appointment of James Tipton and Greg [26-192](#) Latimer for the two (2) seats on the Roadway Impact Fee Advisory Committee with terms expiring 5-31-2028 and David Speicher with a term expiring 5-31-2027.
Gayle Wilkinson, City Secretary
- D) Approval to renew the following annual contracts, as [26-178](#) allowed for by their contract language and in accordance with City Charter Section 9.17: Pristine Rivers, Brauntex Materials, Inc, Asphalt Inc, Langley & Banack, Crowe, LLP
Julie Gohlke, Assistant Purchasing Manager
- E) Approval of amended bylaws for the Landa Park Golf [25-1362](#) Course Advisory Board.
Quintin Alexander, Golf Manager

Resolutions

- F) Approval of a resolution to accept up to \$420,000 in [26-167](#) grant funding from The Recycling Partnership, Inc. to support a comprehensive residential recycling education and outreach initiative and authorizing the City Manager to execute all documents associated with the grant agreement.
Elizabeth Ghiorso, Solid Waste Manager

Ordinances

(In accordance with Section 3.10 of the City Charter, a descriptive caption of each ordinance shall be read on two separate days.)

- G) Approval of a second and final reading of an ordinance [26-182](#) amending park operating hours Sec. 86-3 - Rules and regulations for control of park and recreation areas.
Ken Wilson, Parks and Recreation Director
- H) Approval of a second and final reading of an ordinance [26-184](#) adopting the Youth Program Standards of Care for the Parks and Recreation Department.
Stephanie Chelar, Recreation Services Manager
- I) Approval of the second and final reading of an ordinance [26-185](#) to amend the City's Code of Ordinances, Chapter 66 Historic Preservation, Section 66-57.1, Incentives.
Katie Totman, Historic Preservation Officer
- J) Approval of the second and final reading of an ordinance [26-187](#) to amend Section 126-346 of the Code of Ordinances of the City of New Braunfels to restrict parking on Willowbrook.
Carly Farmer, Assistant City Engineer
- K) Approval of the second and final reading of an ordinance [26-188](#) amending City of New Braunfels Code of Ordinances Section 118-46(y) Traffic Impact Analysis.
Garry Ford, Transportation and Construction Services Director
- L) Approval of the second and final reading of an ordinance [26-189](#) amending Appendix D of the New Braunfels Code of Ordinances to adopt new fees for Traffic Impact Analysis Services.
Garry Ford, Transportation & Construction Services Director

2. INDIVIDUAL ITEMS FOR CONSIDERATION

Individuals desiring to speak to any individual item should line up behind the podium and be ready to speak when public comment is recognized.

- A) Public hearing and first reading of an ordinance [26-177](#) requested by Ayo Phillips, and TJ Grossi of Schumann Consulting, on behalf of Deborah and Garry Miller, to rezone approximately 4 acres out of the A M Eznaurizar Survey, Abstract 20, from APD AH

(Agricultural/Pre-Development, Airport Hazard Overlay District) to APD AH SUP (Agricultural/Pre-Development, Airport Hazard Overlay District with a Special Use Permit to allow an Assisted Living Facility), currently addressed at 695 Saengerhalle Road.

Christopher J. Looney, AICP, Planning Director

Applicants: Ayo Phillips, and TJ Grossi of Schumann Consulting

Owner: Deborah and Garry Miller

- B) Public hearing and first reading of an ordinance, [26-158](#), requested by Mark Mott, on behalf of MLM Trust, to rezone approximately 0.73 of an acre out of the Koehler Subdivision, Lot 1B, from APD (Agricultural/Pre-Development District) to M-1A (Light Industrial District), currently addressed at 190 Old Engel Road.

Christopher J. Looney, AICP, Planning Director

Applicant: Marl Mott, MLM Trust

Owner/Agent: David Durham, Outpost Partners

- C) Public hearing and first reading of an ordinance, [26-159](#), requested by Colum Malcolmson, on behalf of Gladys Timmermann Koepf & Cheryl Timmermann Fonda, to rezone approximately 4 acres out of the Timmermann Subdivision, Lots AAR & ABR, from R-2 AH (Single-Family and Two-Family Airport Hazard Overlay District) to M-1A AH (Light Industrial Airport Hazard Overlay District), currently addressed at 1239 Barbarosa Road and 1255 Saur Lane.

Christopher J. Looney, AICP, Planning Director

Applicant: Colum Malcolmson

Owners: Gladys Timmermann Koepf & Cheryl Timmermann Fonda

3. PRESENTATIONS:

- A) Presentation on a Downtown Parking Update [25-1529](#)

Jeff Jewell, Economic and Community Development Director

Tony Janowicz, President and CEO, Interstate Parking

4. EXECUTIVE SESSION

In accordance with the Open Meetings Act, Texas Government Code, Ch. 551.071, the City Council may convene in a closed session to discuss any of the items listed on this agenda. Any final action or vote on any executive session item will be taken in open session.

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

ADJOURNMENT

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulletin board at the New Braunfels City Hall.

Gayle Wilkinson, City Secretary

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at (830) 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.



City Council Agenda Item Report

550 Landa Street
New Braunfels, TX

2/23/2026

Agenda Item No. A)

City of New Braunfels



Proclamation

THE STATE OF TEXAS §
COUNTY OF COMAL §
CITY OF NEW BRAUNFELS §

WHEREAS, The City of New Braunfels is honored to recognize Brooklyn Houston for her amazing actions while faced with a tragic event; and

WHEREAS, On November 19, 2025, an NBISD school bus carrying seventy students on board, ranging from third grade to fifth grade, was involved in a serious crash; and

WHEREAS, an officer, with the New Braunfels Police Department, witnessed Brooklyn Houston calming and assisting classmates who were crying and shook up; and

WHEREAS, Brooklyn, who is a fourth grader, displayed actions like a trained adult first responder would, as noted by an officer with the New Braunfels Police Department. She was calm, displayed courage, kindness, and a caring heart while she assisted others in distress; and

WHEREAS, Brooklyn’s parents describe her as bold, loving and one who fights for justice. She is the youngest of three girls and is always willing to help and give whenever she can whether to animals or humans. She also loves sparkly things, loves to color, bake or create and loves spending time with her family. Brooklyn brings joy and leadership wherever she goes; and

NOW THEREFORE, be it resolved, that I, Neal Linnartz, Mayor of the City of New Braunfels, Texas, honor Brooklyn’s caring nature, kindness, and assistance and do hereby recognize

Brooklyn Houston

and encourage all citizens to recognize her actions and example in time of need.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of New Braunfels to be affixed this the 23rd day of February 2026.

CITY OF NEW BRAUNFELS

NEAL LINNARTZ, Mayor



City Council Agenda Item Report

550 Landa Street
New Braunfels, TX

2/23/2026

Agenda Item No. B)



Proclamation

THE STATE OF TEXAS §
COUNTY OF COMAL §
CITY OF NEW BRAUNFELS §

WHEREAS, the United States of America was established following the War of Revolution from 1776 to 1783, a war won through the brilliant and courageous leadership of George Washington, revered Father of our Nation; and

WHEREAS, George Washington, who lived from 1732 to 1799, mobilized the Continental Army and led the American colonies against the most powerful country in the world, finally defeating the British at the famous battle of Yorktown, Virginia; and

WHEREAS, this revered founder of our nation resisted the efforts of many supporters to make him a king or dictator, instead using his influence and power to support the creation and adoption of the Constitution of the United States; and

WHEREAS, George Washington was elected as the first President of the United States, serving two terms of office from 1789 to 1797, and through his devotion, wisdom, and vision, became the exemplar of distinguished leadership for all future presidents; and

WHEREAS, the William Hightower Chapter of the Sons of the American Revolution wishes to encourage all citizens to recognize the epochal contributions of George Washington to our nation by celebrating his birth on Sunday, February 22, 2026.

NOW THEREFORE, be it resolved, that I, Neal Linnartz, Mayor of the City of New Braunfels, Texas, do hereby proclaim February 22, 2026, as

"President George Washington Day"

in New Braunfels, and call upon all citizens to recognize and honor the brilliance, courage, and vision of the Father of our Nation and the relevance of his life to the preservation of our democracy in today's complex world.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of New Braunfels to be affixed this the 23rd day of February 2026.

CITY OF NEW BRAUNFELS

NEAL LINNARTZ, Mayor



City Council Agenda Item Report

550 Landa Street
New Braunfels, TX

2/23/2026

Agenda Item No. C)



Proclamation

THE STATE OF TEXAS §
COUNTY OF COMAL §
CITY OF NEW BRAUNFELS §

WHEREAS, engineers design, help plan, construct and maintain the infrastructure and facilities that contribute to a high quality of life for all residents of New Braunfels and the surrounding area; and

WHEREAS, engineers help solve major technological challenges of our time – from designing efficient and sustainable transportation, water and energy systems, to rebuilding towns devastated by natural disasters; and

WHEREAS, engineers are bound by their ethical canons to hold paramount the safety, health and welfare of the public, promote social and economic interests of the profession, and develop professional concepts through education and in practice; and

WHEREAS, engineers encourage our young math and science students to realize the practical power of their knowledge and interests; and

WHEREAS, founded in 1951, Engineers Week is dedicated to ensuring a diverse and well-educated future engineering workforce by increasing the understanding of, and interest in, engineering and technology careers.

NOW THEREFORE, be it resolved, that I, Neal Linnartz, Mayor of the City of New Braunfels, Texas, proclaim February 16-22, 2025, as

ENGINEERS WEEK

in the City of New Braunfels, and I urge all citizens to join me in recognizing the important contributions of engineers to our daily lives.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of New Braunfels to be affixed this the 10th day of February 2025.

CITY OF NEW BRAUNFELS

NEAL LINNARTZ, Mayor

2/23/2026

Agenda Item No. A)

PRESENTER:

Natalie Baker, Deputy City Secretary

SUBJECT:

Approval of the February 2, 2026 city council special meeting minutes, and the February 9, 2026 city council regular and executive session meeting minutes.

**DRAFT - MINUTES
OF THE NEW BRAUNFELS CITY COUNCIL - EXECUTIVE SESSION
REGULAR MEETING OF MONDAY, FEBRUARY 9, 2026**

CALL TO ORDER

Mayor Linnartz called the meeting to order at 5:01 p.m.

CALL OF ROLL: CITY SECRETARY

Councilmember Carter arrived at 5:03 p.m. Councilmember Capizzi arrived at 5:04 p.m.

Present 7 - Councilmember D. Lee Edwards, Mayor Pro Tem Lawrence Spradley, Councilmember April Ryan, Councilmember Michael Capizzi, Mayor Neal Linnartz, Councilmember Toni Carter, and Councilmember Mary Ann Labowski

1. EXECUTIVE SESSIONS

In accordance with the Open Meetings Act, Texas Government Code, Ch. 551.071, the City Council may convene in a closed session to discuss any of the items listed below. Any final action or vote on any executive session item will be taken in open session.

A) Deliberate pending/contemplated litigation, settlement offer(s), and matters concerning privileged and unprivileged client information deemed confidential by Rule 1.05 of the Texas Disciplinary Rules of Professional Conduct in accordance with Section 551.071, of the Texas Government Code, specifically:

a. Discuss Legal Options Relating to the Status of Real Estate Negotiations to Secure Necessary Right-of-Way for the Kohlenberg Road Improvements Project:

i. a 1.034 Acre (45,040 square foot) tract of land and a 0.581 acre (25,301 square foot) temporary construction easement in the A.M. Esnaurizar Survey No. 98, of Comal County, Texas, and being out of the remainder of the called 92.49 acre tract recorded in Document No. 200306025956 of the Official Public Records (O.P.R.) of Comal County, Texas (Comal County Parcel No. 71705).

ii. a 0.576 Acre (25,077 square foot) tract of land in the A.M. Esnaurizar Survey No. 98, of Comal County, Texas, and being out of the remainder of the called 92.49 acre tract recorded in Document No. 200306025956 of the Official Public Records (O.P.R.) of Comal County, Texas (Comal County Parcel No. 428468).

- B) Deliberate and consider the purchase, exchange, lease, contract terms, due diligence, or value of real property in accordance with Section 551.072 of the Texas Government Code:
- Connections Lease

Mayor Linnartz read the aforementioned executive session items.

Mayor Linnartz adjourned into executive session at 5:04 p.m.

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

City Council did not reconvene back into open session.

No action was taken at this time.

ADJOURNMENT

Mayor Linnartz adjourned at 5:49 p.m.

By: _____
NEAL LINNARTZ, MAYOR

Attest:

GAYLE WILKINSON, CITY SECRETARY

**DRAFT - MINUTES
OF THE NEW BRAUNFELS CITY COUNCIL
REGULAR MEETING OF MONDAY, FEBRUARY 9, 2026**

CALL TO ORDER

Mayor Linnartz called the meeting to order at 6:01 p.m.

CALL OF ROLL: CITY SECRETARY

Present: 7 - Mayor Neal Linnartz, Councilmember Toni Carter, Councilmember Michael Capizzi, Councilmember D. Lee Edwards, Mayor Pro Tem Lawrence Spradley, Councilmember Mary Ann Labowski, and Councilmember April Ryan

REQUEST ALL PHONES AND OTHER DEVICES BE TURNED OFF, EXCEPT EMERGENCY ON-CALL PERSONNEL.

INVOCATION: COUNCILMEMBER CARTER

Councilmember Carter provided the invocation.

PLEDGE OF ALLEGIANCE & SALUTE TO THE TEXAS FLAG

Mayor Linnartz led the Pledge of Allegiance and the Salute to the Texas Flag.

PROCLAMATIONS:

A) Entrepreneurship Week

Mayor Linnartz read the aforementioned proclamation.

Mike Crowley of the New Braunfels Chamber accepted the proclamation and addressed council.

B) Career and Technical Education Month

Mayor Linnartz read the aforementioned proclamation.

Members from the New Braunfels Chamber, Comal ISD, and New Braunfels ISD accepted the proclamation and addressed council.

PRESENTATIONS:

A) Recognition of Battalion Chief Donnie Obuch's retirement.

Mayor Linnartz read the aforementioned item.

Chief Ruy Lozano presented to council and introduced Battalion Chief Donnie Obuch and recognized his 31 years of service with the New

Braunfels Fire Department.

Battalion Chief Obuch addressed council and spoke on his years of service.

A representative from Senator Donna Campbell's office gifted a flag to Battalion Chief Obuch that was flown over the State Capital on February 6th, 2026.

CITIZENS COMMUNICATIONS

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The following individuals spoke at this time: Bob King, Michael French, Justin Meadows, Cody Ackeroyd

1. CONSENT AGENDA

All items listed below are considered to be routine and non-controversial by the City Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the consent agenda and considered as part of the normal order of business. Citizens must be present to pull an item.

Action Items

- A) Approval of the city council January 20, 2026 special meeting minutes, and the January 26, 2026 executive session and regular council meeting minutes.
- B) Approval of the appointment of Patrick Carreon for the unexpired position on the Community Development Advisory Committee with a term ending 11-30-28.
- C) Approval of a contract with ESRI's ArcGIS Enterprise Software for a three-year software license agreement for a total cost of \$270,900.
- D) Approval for the purchase of two vehicles with Bluebonnet Motors

Ford for the Police Department.

- E) Approval of a contract with Byrne Construction Services for Construction Manager at Risk services for the Southeast Library Project.

Resolutions

- F) Approval of a Resolution to consent to the creation of the Botanical Farm Municipal Utility District (MUD) within the City's Extraterritorial Jurisdiction (ETJ) in Guadalupe County, consisting of approximately 250 acres, and authorizing the City Manager to execute a development agreement between the City of New Braunfels and O Union Wine Rd, LLC.
- G) Approval of a Resolution authorizing the submission of an application for funding under the U.S. Department of Justice, Bureau of Justice Assistance, Edward Byrne Memorial Justice Assistance Grant Program as administered by the office of the Governor, Public Safety Office, Criminal Justice Division's FY 2027 Criminal Justice Program Grant and authorizing the City Manager, or their designee, to act on behalf of the City of New Braunfels in all matters related to this grant, including execution of all required documentation associated with any resulting award, and designating the Director of Finance, or their designee, as the financial officer for this grant as awarded.
- H) Approval of a Resolution of the City Council of the City of New Braunfels, authorizing the City Manager to act on behalf of the City of New Braunfels and the New Braunfels National Airport in all matters related to application for funding through the Airport Infrastructure Grant program for the New Braunfels National Airport Pavement Rehabilitation Engineering and Design Project and pledging that the City of New Braunfels will comply with the grant requirements of the Texas Department of Transportation.
- I) Approval of a Resolution authorizing the submission of an application for funding provided by the Office of the Governor, Public Safety Office, Criminal Justice Division's Rifle Resistant Body Armor Grant Program FY 2027, and authorizing the City Manager, or their designee, to act on behalf of the City of New Braunfels in all matters related to this grant, including execution of all required documentation associated with any resulting award, and designating the Director of Finance, or their designee, as the Financial Officer for this grant as

awarded.

- J) Approval of a Resolution of the City Council of the City of New Braunfels authorizing the City Manager to act on behalf of the City of New Braunfels and the New Braunfels National Airport in all matters regarding the application to the Fiscal Year (FY) 2026 Infrastructure Investment and Jobs Act (IIJA) competitive Federal Aviation Administration (FAA) Contract Tower (FCT) grant program, and pledging that the City of New Braunfels will comply with the grant requirements of the Texas Department of Transportation.

Ordinances

(In accordance with Section 3.10 of the City Charter, a descriptive caption of each ordinance shall be read on two separate days.)

- K) Approval of the first and final reading of an ordinance ordering a Regular Election to be held in the City of New Braunfels on May 2, 2026, for Regular City Officers; and establishing Early Voting Locations and Polling Places for this Election; and making provisions for the conduct of the Election.
- L) Approval and first reading of an ordinance amending park operating hours Sec. 86-3 - Rules and regulations for control of park and recreation areas.
- M) Approval of the first reading of an ordinance to amend the City's Code of Ordinances, Chapter 66 Historic Preservation, Section 66-57.1, Incentives.
- N) Approval of a second and final reading of an ordinance appointing the initial Board of Directors to the City of New Braunfels Tax Increment Reinvestment Zone Number Two ("River Mill"), naming the place designations of the appointed Directors, establishing term dates, and declaring an effective date.
- O) Approval of a second and final reading of an ordinance appointing the initial Board of Directors to the City of New Braunfels Tax Increment Reinvestment Zone Number Four - Zipp Park, naming the place designations of the appointed Directors, establishing term dates, and declaring an effective date.
- P) Approval of the second and final reading of an ordinance amending the New Braunfels Code of Ordinances, Chapter 100-20, changing the membership composition of the Roadway Impact Fee Advisory

Committee in compliance with S.B. 1883.

- Q) Approval of the second and final reading of an ordinance, requested by Vincent Huebinger of Vincent Gerard & Assoc. Inc, to rezone approximately 0.1 of an acre out of the Oak Run School 2 Subdivision, Block 1, Lot 2B, from R-1 (Single-Family District) to R-1 SUP (Single Family District with a Special Use Permit to allow a Telecommunications Tower), currently addressed at 2212 Alyssa Way.

Approval of the Consent Agenda

Mayor Linnartz read the aforementioned ordinances and resolutions of the consent agenda.

Mayor Pro Tem Spradley made a motion to approve the consent agenda. Councilmember Labowski seconded the motion which passed unanimously.

2. INDIVIDUAL ITEMS FOR CONSIDERATION

Individuals desiring to speak to any individual item should line up behind the podium and be ready to speak when public comment is recognized.

- A) Public hearing and first reading of an ordinance adopting the Youth Program Standards of Care for the Parks and Recreation Department.

Mayor Linnartz read the aforementioned item.

Stephanie Chelar presented this item to council using a powerpoint presentation.

Councilmember Ryan motioned to approve this item. Councilmember Labowski seconded the motion which passed unanimously.

- B) Public hearing and first reading of an ordinance amending City of New Braunfels Code of Ordinances Section 118-46(y) Traffic Impact Analysis.

Mayor Linnartz read the aforementioned item.

Carly Farmer presented this item to council using a powerpoint presentation and answered questions.

Mayor Pro Tem Spradley motioned to approve this item. Councilmember Ryan seconded the motion which passed unanimously.

- C) Discuss and consider the first reading of an ordinance amending Appendix D of the New Braunfels Code of Ordinances to adopt new fees for Traffic Impact Analysis Services.

Mayor Linnartz read the aforementioned item.

Jordan Matney introduced this item to council and Carly Farmer presented using a powerpoint presentation and answered questions.

Councilmember Capizzi motioned to approve this item. Councilmember Labowski seconded the motion which passed unanimously.

- D) Discuss and consider the first reading of an ordinance to amend Section 126-346 of the Code of Ordinances of the City of New Braunfels to restrict parking on Willowbrook.

Mayor Linnartz read the aforementioned item.

Carly Farmer presented this item to council using a powerpoint presentation.

The following individuals spoke at this time: Karen Fraleigh, Isela Crowley

Questions were asked by Councilmember Carter to the two individuals who spoke during citizens comment.

Councilmember Labowski motioned to approve this item. Councilmember Ryan seconded the motion which passed unanimously.

- E) Discuss and consider approval of a resolution of the City of New Braunfels, Texas, authorizing the use of eminent domain proceedings for the acquisition of right-of-way that is necessary to advance and achieve the public use of improving Kohlenberg Road to meet the existing and future needs of the City, in the event negotiations are unsuccessful:

- a. Property owned by Lynn K. Wohlfahrt, a 1.034 Acre (45,040 square foot) tract of land and a in the A.M. Esnaurizar Survey No. 98, of Comal County, Texas, and being out of the remainder of the called 92.49 acre tract recorded in Document No. 200306025956 of the Official Public Records (O.P.R.) of Comal County, Texas (Comal County Parcel No. 71705).

b. Property owned by Lynn K. Wohlfahrt, a 0.581 acre (25,301 square foot) temporary construction easement in the A.M. Esnaurizar Survey No. 98, of Comal County, Texas, and being out of the remainder of the called 92.49 acre tract recorded in Document No. 200306025956 of the Official Public Records (O.P.R.) of Comal County, Texas (Comal County Parcel No. 71705).

c. Property owned by Lynn K. Wohlfahrt, a 0.576 Acre (25,077 square foot) tract of land in the A.M. Esnaurizar Survey No. 98, of Comal County, Texas, and being out of the remainder of the called 92.49 acre tract recorded in Document No. 200306025956 of the Official Public Records (O.P.R.) of Comal County, Texas (Comal County Parcel No. 428468).

Mayor Linnartz read the aforementioned item.

Matthew Eckmann presented this item to council using a powerpoint presentation.

Councilmember Edwards motioned to approve this item. Councilmember Capizzi seconded the motion which passed unanimously.

F) Discuss and consider the approval of a second and final reading of an ordinance appointing the initial Board of Directors to the City of New Braunfels Tax Increment Reinvestment Zone Number Five - West End, naming the place designations of the appointed Directors, establishing term dates, and declaring an effective date.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson presented this item to council.

The following individuals spoke at this time: Joeylynn Mesaros, Ashley Allsup, Kayla Winsell, Stuart Blythe, Chase Taylor, Andres Campos, Roberto Morales

Councilmember Edwards motioned to approve this item. Councilmember Labowski seconded the motion which passed.

Opposed:

Councilmember Carter

3. EXECUTIVE SESSION

In accordance with the Open Meetings Act, Texas Government Code, Ch. 551.071, the City Council may convene in a closed session to discuss any of the items listed on this agenda. Any final action or vote on any executive session item will be taken in open session.

A) Deliberate pending/contemplated litigation, settlement offer(s), and matters concerning privileged and unprivileged client information deemed confidential by Rule 1.05 of the Texas Disciplinary Rules of Professional Conduct in accordance with Section 551.071, of the Texas Government Code, specifically:

a. Discuss Legal Options Relating to the Status of Real Estate Negotiations to Secure Necessary Right-of-Way for the Kohlenberg Road Improvements Project:

i. a 1.034 Acre (45,040 square foot) tract of land and a 0.581 acre (25,301 square foot) temporary construction easement in the A.M. Esnaurizar Survey No. 98, of Comal County, Texas, and being out of the remainder of the called 92.49 acre tract recorded in Document No. 200306025956 of the Official Public Records (O.P.R.) of Comal County, Texas (Comal County Parcel No. 71705).

ii. a 0.576 Acre (25,077 square foot) tract of land in the A.M. Esnaurizar Survey No. 98, of Comal County, Texas, and being out of the remainder of the called 92.49 acre tract recorded in Document No. 200306025956 of the Official Public Records (O.P.R.) of Comal County, Texas (Comal County Parcel No. 428468).

B) Deliberate and consider the purchase, exchange, lease, contract terms, due diligence, or value of real property in accordance with Section 551.072 of the Texas Government Code:

· Connections Lease

The aforementioned items took place in executive session at 5:00 p.m.

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

No action was taken at this time.

ADJOURNMENT

Mayor Linnartz adjourned the meeting at 8:04 p.m.

By: _____
NEAL LINNARTZ, MAYOR

Attest:

GAYLE WILKINSON, CITY SECRETARY

**DRAFT - MINUTES
OF THE NEW BRAUNFELS CITY COUNCIL - SPECIAL
REGULAR MEETING OF MONDAY, FEBRUARY 2, 2026**

Winter Workshop

CALL TO ORDER

Mayor Linnartz called the meeting to order at 12:05 p.m.

CALL OF ROLL: CITY SECRETARY

Councilmember Carter arrived at 12:14 p.m.

Present 7 - Councilmember D. Lee Edwards, Mayor Pro Tem Lawrence Spradley, Councilmember April Ryan, Councilmember Mary Ann Labowski, Councilmember Toni Carter, Mayor Neal Linnartz, and Councilmember Michael Capizzi

INVOCATION: COUNCILMEMBER LABOWSKI

Councilmember Labowski provided the invocation.

PLEDGE OF ALLEGIANCE & SALUTE TO THE TEXAS FLAG

Mayor Linnartz led the Pledge of Allegiance and the Salute to the Texas Flag.

1. WORKSHOP

A) Presentation and update on the City's solid waste and recycling services and programs.

Mayor Linnartz read the aforementioned item.

Robert Camareno addressed council and gave a brief introduction on the items that will be presented.

Jared Werner introduced this item to council as well as Matt Eckmann and Elizabeth Ghiorso, who presented using a powerpoint presentation and answered questions.

Matt Eckmann gave a high level overview of the solid waste and recycling division along with new updates on rates, services, and current staffing. Updates were also given for the next fiscal year as well and potential ordinance changes.

The following individuals spoke at this time: Jim Holster

No action was taken at this time.

B) Presentation, update, and possible direction to staff regarding the creation of a floating vegetation working group.

Mayor Linnartz read the aforementioned item.

Jared Werner introduced this item to council and introduced Greg Malatek and Amy Niles, who presented using a powerpoint presentation and answered questions.

Staff is seeking guidance to potentially establish a group/committee that could further investigate federal regulatory requirements on floating vegetation and a future pilot program for removal of floating vegetation in a location on the Guadalupe river.

City council advised staff to continue their research on forming a committee as well as searching for potential appointees to include Councilmember Edwards, Councilmember Capizzi, and Councilmember Labowski.

No action was taken at this time.

C) Presentation, update, and possible direction to staff on policies related to vehicle for hire operation within the City of New Braunfels.

Mayor Linnartz read the aforementioned item.

Jordan Matney introduced this item to council along with Garry Ford and Elizabeth Dupont who presented using a powerpoint presentation and answered questions.

Elizabeth Dupont gave a brief overview of each article under the current pedicab ordinance under Chapter 138 - Vehicles for Hire as well as proposed updates, proposed article removals, and potential next steps.

Robert Camareno, Jordan Matney, and Valeria Acevedo also spoke on this item regarding the vehicle storage and towing article of this chapter.

Chief Flores spoke on issues regarding the article allowing pedicabs and answered questions from council.

No action was taken at this time.

Mayor Linnartz called for a break at 2:05 p.m.

Mayor Linnartz reconvened the meeting at 2:17 p.m.

D) Presentation and update on the Northwest Park Master Plan Project.

Mayor Linnartz read the aforementioned item.

Jordan Matney introduced this item and Brenadette Faust, who presented to council using a powerpoint presentation and answered questions.

An update was given on the draft master plan for the Northwest Community Park and next steps once the master plan is adopted.

No action was taken at this time.

E) Presentation and possible direction to staff regarding future capital investments and associated funding strategies.

Mayor Linnartz read the aforementioned item.

Jared Werner presented this item to council and answered questions.

Jordan Matney, Robert Camareno, and Garry Ford also presented to council and answered questions.

A presentation was given on the current tax rate and how that drives the funding strategies for future capital investments, the 2023 bond program issuance schedule, legislative considerations, and potential bond projects and initiatives.

The following individuals spoke at this time: Jim Holster

No action was taken at this time.

F) Presentation and update on the creation of a New Braunfels Tourism Public Improvement District.

Mayor Linnartz read the aforementioned item.

Jared Werner presented this item to council using a powerpoint presentation and answered questions.

Tanya Pence from the New Braunfels Chamber answered questions on this item as well.

An update was given on the establishment of a Tourism Public Improvement District along with an overview on management of the district and a potential timeline on the establishment.

The following individuals spoke at this time: Julie King

No action was taken at this time.

2. EXECUTIVE SESSION

In accordance with the Open Meetings Act, Texas Government Code, Ch. 551.071, the City Council may convene in a closed session to discuss any of the items listed on this agenda. Any final action or vote on any executive session item will be taken in open session.

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

There were no executive session items.

No action was taken at this time.

4. ADJOURNMENT

Mayor Linnartz adjourned the meeting at 3:48 p.m.

By: _____
NEAL LINNARTZ, MAYOR

Attest:

GAYLE WILKINSON, CITY SECRETARY

2/23/2026

Agenda Item No. B)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of the appointment of Will Henry to fill the unexpired term on the Planning Commission with a term ending 05-31-2028.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

The Planning Commission reviews and recommends for the adoption of the City's master plan; recommends ordinances for platting and zoning and other duties as prescribed by the City Council or state law.

The Planning Commission consists of nine (9) members, of which at least seven (7) members shall be citizens of the City of New Braunfels and of which not more than two (2) members may live in the Extraterritorial Jurisdiction of the City of New Braunfels. Each member serves a three-year term. The City Secretary's Office received a resignation for an unexpired term ending 05-31-2028. Subsequently, a two-week application period was opened for the position. The Ad Hoc Committee reviewed those applications received as well as expiring applications from 2025 and is recommending Council to appoint Will Henry to the unexpired seat with a term ending 05-31-2028.

It should be mentioned that this application process is separate and apart from the regular spring appointments.

ISSUE:

Appointments to the Planning Commission require Council approval.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity
 Organizational Excellence Community Well-Being N/A

FISCAL IMPACT:

No fiscal impact.

RECOMMENDATION:

Staff recommends the appointment of one (1) individual for an unexpired seat with a term ending 05-31-2028.

2/23/2026

Agenda Item No. C)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of the appointment of James Tipton and Greg Latimer for the two (2) seats on the Roadway Impact Fee Advisory Committee with terms expiring 5-31-2028 and David Speicher with a term expiring 5-31-2027.

DEPARTMENT: City Secretary

COUNCIL DISTRICTS IMPACTED: All districts

BACKGROUND INFORMATION:

The Roadway Impact Fee Advisory Committee advises the city on transportation capital improvements and associated impact fees.

The Roadway Impact Fee Advisory Committee is comprised of five (5) members. City Manager, or City Manager's Designee, and City Engineer or City Engineer's Designee shall serve as members of the advisory committee. At least three members shall be representatives of the real estate, development or building industry who are not employees or officials of a political subdivision or governmental entity. The City Secretary's Office received applications from November 24th thru January 5th for these seats. The Ad Hoc Committee reviewed the applications and are recommending James Tipton and Greg Latimer for the two (2) seats with terms expiring 5-31-2028 and David Speicher with a term expiring 5-31-2027.

ISSUE:

Appointments to the Roadway Impact Fee Advisory Committee require Council approval.

STRATEGIC PLAN REFERENCE:

- Economic Mobility Enhanced Connectivity Community Identity
- Organizational Excellence Community Well-Being N/A

FISCAL IMPACT:

No fiscal impact.

RECOMMENDATION:

Staff recommends the appointment of two (2) individuals with terms ending 5-31-28 and one (1) individual with a term ending 5-31-2027.

2/23/2026

Agenda Item No. D)

PRESENTER:

Julie Gohlke, Assistant Purchasing Manager

SUBJECT:

Approval to renew the following annual contracts, as allowed for by their contract language and in accordance with City Charter Section 9.17: Pristine Rivers, Brauntex Materials, Inc, Asphalt Inc, Langley & Banack, Crowe, LLP

DEPARTMENT: Citywide

COUNCIL DISTRICTS IMPACTED: All

BACKGROUND INFORMATION:

On November 14, 2016, the City Council provided consent for a quarterly review and approval of renewals for various annual contracts that occur throughout the course of a fiscal year which are routine in nature and in accordance with the terms and conditions of the associated awarded contracts (which were originally approved by City Council).

Quarterly approvals manage staff resources more efficiently as well as ensure compliance with the contracts' terms and conditions. Contract renewals that have any requested modifications, such as a significant increase or decrease in services or costs, will continue to be presented to City Council for individual consideration as needed.

The City Council has previously reviewed and approved the following annual contracts for various goods and services utilized for City operations; the contracts described below require Council authorization for contract renewal. All goods and services have been competitively vetted, and contracts have subsequently been executed on various dates in previous years. All awarded contractors have provided satisfactory performance during the term of their associated contracts.

Renewal of Annual Contract NB 24-086 for litter removal services

City Department: Parks

Awarded Contractor: Pristine Rivers

Contract Term: March 1, 2026 with three renewal terms of 1 year each

Modified Contract Expiration Date (including renewals): February 28, 2029

Approximate Annual Cost of Services During Renewal Period: \$600,000.00

Renewal of Annual Contract NB 23-100 for road construction material

City Department: Public Works

Awarded Contractor: Brauntex Materials, Inc

Contract Term: April 12, 2026 with two renewal terms of 1 year each

Modified Contract Expiration Date (including renewals): April 11, 2028

Approximate Annual Cost of Services During Renewal Period: \$500,000.00

Renewal of Annual Contract NB 23-104 for road construction material
City Department: Public Works
Awarded Contractor: Asphalt Inc/Lone Star Paving
Contract Term: April 12, 2026 with two renewal terms of 1 year each
Modified Contract Expiration Date (including renewals): April 11, 2028
Approximate Annual Cost of Services During Renewal Period: \$1,500,000.00

Renewal of Annual Contract NB 24-114 for legal services
City Department: City Attorney
Awarded Contractor: Langley & Banack
Contract Term: April 1, 2026, renewed annually
Modified Contract Expiration Date: March 31, 2027
Approximate Annual Cost of Services During Renewal Period: \$100,000.00

Re-engagement for financial audit services NB 24-166
City Department: Finance
Awarded Contractor: Crowe, LLP
Contract Term: June 1, 2026, renewed annually
Contract Expiration Date: May 30, 2027
City Council authorized engagement for \$87,000 in June 2025 via Agenda 25-644.
Staff is requesting additional support for audit services related to ERP Implementation (Non-Recurring) for \$60,000 resulting in a New Engagement total not to exceed \$147,000.00

ISSUE:

Strategic Priorities: Maintain fiscal stability of City operations.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity
Organizational Excellence Community Well-Being N/A

FISCAL IMPACT:

Funding for all expenditures and contracts described above have been incorporated into the appropriate departmental/fund budgets. Therefore, sufficient funds are available.

RECOMMENDATION:

Staff recommends approval to renew the above referenced contracts, as allowed for by their contract language and in accordance with City Charter Section 9.17

2/23/2026

Agenda Item No. E)

PRESENTER:

Quintin Alexander, Golf Manager

SUBJECT:

Approval of amended bylaws for the Landa Park Golf Course Advisory Board.

DEPARTMENT: Parks and Recreation

COUNCIL DISTRICTS IMPACTED: City Wide

BACKGROUND INFORMATION:

On October 21, 2025, and January 12, 2026, the Landa Park Golf Course Advisory Board voted unanimously to make changes in their bylaws. Article IV, Section 2 changes the election of officers to January rather than June. Article V, Section 1 clarifies the regular Board meeting frequency.

ISSUE:

The Landa Park Golf Course Advisory Board voted to amend its bylaws to change when the Board meets, how often it meets and when it elects its officers. As the bylaws are currently written, changes to the bylaws must be approved by City Council.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity
 Organizational Excellence Community Well-Being N/A

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

The Landa Park Golf Course Advisory Board recommends approval unanimously.

**BY-LAWS OF THE
LANDA PARK GOLF COURSE ADVISORY BOARD**

ARTICLE I

Name

The name of this organization shall be the Landa Park Golf Course Advisory Board ("Board").

ARTICLE II

Purpose

The purpose of this organization shall be to act in an advisory capacity to the New Braunfels City Council and the City Manager in matters pertaining to the municipal golf course and to cooperate with other agencies and civic groups in the advancement of sound golf course operations, activities, planning and programming.

ARTICLE III

Members

Section 1. Appointments

The Landa Park Golf Course Advisory Board shall be composed of nine (9) members who shall be residents of the City of New Braunfels. The members shall be appointed by the City Council and their terms shall be three-year (3) staggered terms. Unexpired terms shall be filled by the City Council.

Section 2. Resignations

Any member resigning shall submit a letter of resignation to the Chairman, and the resignation shall be approved by the membership at the next regularly scheduled meeting.

Section 3. Absenteeism

A board member shall be assumed to have resigned his or her position, thereby forfeiting his or her unexpired term of office if, during the calendar year, he or she is absent three (3) consecutive times or a total of four (4) times including special meetings, provided at least five (5) days notice has been given.

ARTICLE IV

Officers

Section 1. Nominating Committee

A Nominating Committee shall be appointed by the Chairman. The Nominating Committee shall be composed of four (4) members. One member shall be appointed to represent the Landa Park Men's Golf Association, the Landa Park Ladies Golf Association, Landa Legends Golf Association, and one representative from the City.

Section 2. Election of Officers

A Chairman, Vice-Chairman and Secretary shall be elected by the membership of this organization at the ~~June~~ **January** meeting, to serve a one-year term. An officer shall not serve in the same position for more than two consecutive terms. No member may hold more than one office at a time. Any vacancy in an office shall be filled by election of the Board at its next regular or special meeting.

Section 3. Duties of the Chairman

The Chairman shall preside at all meetings of the Board, shall appoint special and standing committee chairmen, and shall have the authority to appoint special committees as deemed necessary by the membership. The Chairman shall have a voice on all matters, but shall only vote to break a tie. The chairman shall be an ex-officio member of all committees, without vote.

Section 4. Duties of Vice-Chairman

The Vice-Chairman shall assist the chairman as needed and shall serve as the presiding officer in the absence of the chairman. The vice-chairman shall have the right to vote on all issues that come before the membership.

Section 5. Duties of Secretary

The Secretary shall keep record of the proceedings of all regular and special meetings, shall be responsible for all correspondence as directed by the Board and maintain a file of the minutes, the bylaws and various activities and programs relevant to its work. The secretary shall have the right to vote on all issues that come before the membership. In the absence of the secretary, the chairman shall appoint a secretary pro-tem.

ARTICLE V
Meetings

Section 1. ~~The regular meetings of the Board shall be held on the _____ of each month at a time specified by the membership~~ The Board will meet four (4) times per year, with regular meetings of the board being held on the second Tuesday of the month following the quarterly month, unless it is determined by the chairman that a specific meeting date and time must be changed due to the weather, lack of a quorum or some other sufficient reason. The Board has the authority to change the meeting day and date by a majority vote of those present and voting, when a quorum is present.

Section 2. The Board is empowered to hold and conduct public meetings, which must be open to the public in accordance with the Texas Open Meetings Act.

Section 3. The Board or the Chairman shall have the authority to call special meetings with at least five (5) days notice to all members. Only the business specified in the call of the meeting may be discussed.

Section 4. A majority of the members shall constitute a quorum.

ARTICLE VI
Executive Committee

Section 1. The officers of the Board shall constitute the Executive Committee.

Section 2. The Executive Committee shall meet at the call of the chairman and have general supervision of the affairs of the Board between its business meetings, make recommendations to the membership and perform such other duties as deemed appropriate by the Board. A majority of the officers constitutes a quorum.

ARTICLE VII
Role of Staff Liaison

The Manager of the Landa Park Municipal Golf Course shall serve as staff liaison to the Board. The staff liaison shall provide a monthly financial report to the Board showing all income and expenditures, including capital improvement accounts, to the Board.

ARTICLE VIII

Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the (board, commission, committee) in all cases in which they are applicable and in which they are not inconsistent with these bylaws, any special rules, the City Charter or State law.

ARTICLE IX

Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the Board by a two-thirds (2/3) vote of those present and voting with a quorum in attendance, provided at least fifteen (15) days written notice has been given to all members. No amendment adopted by the Board shall become effective until after approval by the City Council.

2/23/2026

Agenda Item No. F)

PRESENTER:

Elizabeth Ghiorso, Solid Waste Manager

SUBJECT:

Approval of a resolution to accept up to \$420,000 in grant funding from The Recycling Partnership, Inc. to support a comprehensive residential recycling education and outreach initiative and authorizing the City Manager to execute all documents associated with the grant agreement.

DEPARTMENT: Solid Waste and Recycling Division**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

The City of New Braunfels has been awarded grant support from The Recycling Partnership, Inc., a national 501(c)(3) nonprofit organization dedicated to improving residential recycling systems.

Under the Grant Agreement, The Recycling Partnership will provide:

- Up to \$420,000 in Cash Grants, which will be paid directly to approved vendors for eligible project costs; and
- Up to \$125,000 in In-Kind Services, including technical assistance, outreach strategy support, and customized educational materials, mailers, flyers, and the like.

The grant period is flexible to accommodate our approval process and provide ample time for installation of the technology, initial analysis of the waste stream, community education, and implementation.

The City has elected to utilize the direct pay model, meaning The Recycling Partnership will pay vendors directly for approved project elements rather than reimbursing the City. This structure minimizes administrative burden on the City and ensures grant funds are used exclusively for eligible project components.

The project will implement a data-driven recycling improvement initiative designed to:

- Increase residential recycling participation
- Reduce contamination in curbside recycling carts
- Improve overall material quality and program performance

Project components include smart truck camera technology on four collection vehicles, personalized resident feedback, direct mail outreach, digital engagement, and field data collection.

Since grant funds will be paid directly to vendors by The Recycling Partnership, no grant revenues or expenditures will flow through City accounts for those items. Therefore, a budget amendment is not required.

City staff time and operational coordination will support implementation as outlined in the agreement.

ISSUE:

Strategic Priorities: Organization Excellence - Use data-driven decision making to provide efficient, effective, and high quality services.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity
 Organizational Excellence Community Well-Being N/A

FISCAL IMPACT:

The Recycling Partnership will provide up to \$420,000 in direct vendor payments and up to \$125,000 in in-kind services during the grant period. The grant does not require a financial match from the City. Since payments are made directly to vendors, there is no impact to the City's General Fund or Solid Waste operating budget beyond normal staff coordination and implementation support.

RECOMMENDATION:

Staff recommends approval of the resolution authorizing the City Manager to execute the grant agreement and related documents associated with this project.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS, AUTHORIZING THE ACCEPTANCE OF UP TO \$420,000 IN GRANT FUNDING FROM THE RECYCLING PARTNERSHIP TO SUPPORT A COMPREHENSIVE RESIDENTIAL RECYCLING EDUCATION AND OUTREACH INITIATIVE; AUTHORIZING THE CITY MANAGER TO ACT ON BEHALF OF THE CITY OF NEW BRAUNFELS IN ALL MATTERS RELATED TO THE GRANT AGREEMENT; AND PLEDGING THAT WHEN THE GRANT IS RECEIVED, THE CITY OF NEW BRAUNFELS WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE RECYCLING PARTNERSHIP.

WHEREAS, the Recycling Partnership has agreed to administer solid waste grant funds for implementation of the residential and recycling education and outreach initiative.and

WHEREAS, the City of New Braunfels in the State of Texas is qualified to receive the funds according to the grant agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

THAT, the City Manager is authorized to receive grant funding under the terms of the grant agreement and act on behalf of the City of New Braunfels in all matters related to the grant contract and grant project that will result.

THAT, when the project(s) is funded, the City of New Braunfels will comply with the terms of the grant agreement between the City of New Braunfels and the Recycling Partnership.

THAT, the grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.

THAT, activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.

PASSED AND APPROVED on this _____ day of _____, 2026.

City of New Braunfels, Texas

Neal Linnartz, Mayor

Attest:

Gayle Wilkinson, City Secretary

2/23/2026

Agenda Item No. G)

PRESENTER:

Ken Wilson, Parks and Recreation Director

SUBJECT:

Approval of a second and final reading of an ordinance amending park operating hours Sec. 86-3 - Rules and regulations for control of park and recreation areas.

DEPARTMENT: Parks and Recreation

COUNCIL DISTRICTS IMPACTED: All Districts

BACKGROUND INFORMATION:

Our park system hours of operation (with a few exceptions) are currently 6:00AM-midnight, 7 days a week. Cypress Bend Park is open 6 AM-dusk and cemeteries are open 8AM-6PM during Central Standard Time and 8AM-8PM during Daylight Savings Time.

The intent is to protect and preserve current Park assets and align our hours to our benchmark cities as well.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity
Organizational Excellence Community Well-Being N/A
[Enter Objectives/Performance Measures Supported]

FISCAL IMPACT:

N/A

RECOMMENDATION:

The Parks and Recreation Advisory Board reviewed the proposed changes to park hours on April 8, 2025 and recommended the proposed changes by a vote of 6 in favor and 1 opposed.

Staff recommends approval of the following changes park hours:

- Cypress Bend Park: 6AM-dusk
- Comal Cemetery and New Braunfels Cemetery: 8AM-dusk
- All other parks (except where outlined otherwise in existing ordinance): 6AM-10PM

ORDINANCE NO. 2026 - ____

AN ORDINANCE OF THE CITY OF NEW BRAUNFELS, TEXAS, AMENDING SECTION 86-1 “OVERNIGHT CAMPING PROHIBITED; HOURS PARKS CLOSED” AND SECTION 86-3 “RULES AND REGULATIONS FOR CONTROL OF PARK AND RECREATION AREAS” OF THE NEW BRAUNFELS CODE OF ORDINANCES TO ESTABLISH A PARK OPERATING HOURS AND UNIFORM DEFINITIONS; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Parks and Recreation Department recommends amending park curfew hours and has support from the Parks and Recreation Advisory Board and the New Braunfels Police Department; and

WHEREAS, the Parks and Recreation Department believes the amendment of operating hours will reduce vandalism and graffiti, reducing staff hours and budget spent on repairs; and

WHEREAS, the City Council of the City of New Braunfels, Texas has the authority under its Home Rule Charter and under the laws of the State of Texas to adopt regulations aimed to protect the health, safety, and general welfare of its citizens.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

That Chapter 86, Parks and Recreation, Article I – In General, Section 86-1 and 86-3 are hereby amended with additions as underlines and deletions as strikeouts as follows:

**Chapter 86 - PARKS AND RECREATION
ARTICLE I. - IN GENERAL**

Sec. 86-1. - Overnight camping prohibited; Hours closed; penalty.

- (a) The term "city owned property" as used in this chapter includes the Faust Street bridge and related property located beneath the bridge on both sides of the Guadalupe River, the Lincoln Street River Exit (also known as "Last Public Exit" and "Last Tubers' Exit"), city property controlled or maintained by the city parks and recreation department, any city park, playground or cemetery within the city limits.
- (b) There shall be no overnight camping within any city owned properties that are controlled or maintained by the city parks and recreation department.
- (c) There shall be no erection of tents by campers or for campers upon any city owned property, park, playground or cemetery within the city limits.
- (d) There shall be no overnight parking of any portable building, any camping unit of any type, or any motor vehicle within any city owned property, park, playground or cemetery within the city limits.

- (e) There shall be no person, vehicle, equipment or activity within any city owned property, park, playground, cemetery within the city limits between the hours of ~~12:00 midnight~~ 10:00 p.m and 6:00 a.m. each day, unless stricter hours are provided for in another section of this chapter.
- (f) The only exception to the provisions of this section shall be with the approval of an exemption granted by the city council or city manager.
- (g) Persons found in violation of this section shall receive notice to depart from the city owned property, park, playground or cemetery. Such notice to depart means an oral or written communication from either the city manager, the director of parks and recreation, the police chief, any city park ranger or city police officer. Any person failing to comply with such notice to depart within a reasonable length of time, which shall not exceed 30 minutes, shall be guilty of a misdemeanor and a conviction of this violation shall be punishable by a fine not to exceed \$500.00.

Sec. 86-3. - Rules and regulations for control of park and recreation areas.

- (a) The city shall have and shall exercise the power to control all activities, hours of visitation, and days and times of opening to city owned property as defined in this chapter, in order to properly protect the citizens of this community. All city owned property covered by this chapter shall be under the direct supervision of the city manager, the parks and recreation director and the chief of police. These officials shall have the authority to delegate their power of supervision to other employees of the city, not limited to but including as well the police officials and police officers of the city.
- (b) City owned properties shall be open to the public between the hours of ~~6:00 a.m. and 12:00 midnight~~ 6:00 a.m. and 10:00 p.m. each and every day, except as follows: Cypress Bend Park, which shall be open to the public between the hours of 6:00 a.m. and dusk of each and every day; the City Tube Chute Park will close at 7:00 p.m. on Saturdays, Sundays, and Independence Day, including July 3rd when it falls on a Monday and July 5th when it falls on a Friday, starting Memorial Day weekend and ending Labor Day weekend; the right-of-way under the Faust Street Bridge will be closed on both sides of the Guadalupe River to prevent public access; and the Comal Cemetery and the New Braunfels Cemetery which shall be open from ~~8:00 a.m. until 6:00 p.m. during Central Standard time and 8:00 a.m. to 8:00 p.m. during Daylight Savings time.~~ 8:00 a.m. until dusk. All such city owned areas properties shall be open during the above described hours unless otherwise stated in this ordinance or closed by order of the city manager or the parks and recreation director and/or the chief of police for the purposes of rehabilitation, cleaning, general supervision, or to protect the health, safety and general welfare of the public. If such areas are to be open prior to 6:00 a.m. in the morning or after the specific closing times set forth in this section, specific permission must be secured from the parks and recreation director for anyone to use such areas during those extra hours.
- (c) The police department of the city is charged with the responsibility of supervising and maintaining law and order in the city owned properties in order to protect the peace, health, safety and general welfare of the public. In order to carry out this provision, the police department, and any and all officers therein, shall have the authority to make any arrests for violation of any state law or city ordinance. In addition thereto, it is hereby declared that a person commits an offense of trespass if he/she enters or remains on city owned properties, during hours other than those set out in this section, without effective consent, and he/she:
 - (1) Had notice that the entry was forbidden; or
 - (2) Received notice to depart but failed to do so.
 For purposes of this section, "entry" means the intrusion of the entire body and "notice" means an oral or written communication by the city manager, the parks and recreation director, or the chief of police

or any police officer; or fencing or other enclosure obviously designed to exclude intruders during the closed hours; or signs posted to be reasonably likely to come to the attention of intruders.

- (d) For the purposes of this section, the definition of the city owned park properties includes all applicable areas of the same for any and all immediate parking of vehicles. Such parking areas shall be defined as city streets and shall be supervised and regulated by the police department in the same manner as all city streets. Further, for the purposes of this section, a user of all parks shall also cover individuals who are sitting inside their vehicles while parked in any of the parking areas.
- (e) It is further an offense and a violation of this section for any person to be standing, walking, running, sitting, jumping, diving or doing any other act on or off Clemens Dam itself. It shall likewise be illegal for any person to swim through the openings of Clemens Dam, or attempt to swim through such openings or wade through such openings, and this illegal act shall also apply to anyone who attempts to swim over Clemens Dam.
- (f) The refusal of any person to carry out the orders and provisions of this section shall be deemed a misdemeanor, punishable by a fine of not more than \$500.00.

SECTION 2: SEVERABILITY.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance.

SECTION 4: REPEALER.

All provisions of the New Braunfels Code of Ordinances, or other ordinances, whether codified or uncodified, in conflict with the provisions of this ordinance are hereby repealed, and all other provisions of the Code of Ordinances or other ordinances, codified or uncodified, not in conflict with the provisions of the ordinance shall remain in full force and effect.

SECTION 4: SAVINGS CLAUSE.

The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this ordinance.

SECTION 5. EFFECTIVE DATE:

This Ordinance shall become adopted and effective upon its second reading and compliance with the City Charter. This ordinance must also be published in a newspaper of general circulation at least one time within ten days after its final passage, as required by the City Charter of the City of New Braunfels.

PASSED AND APPROVED: First reading this 9th day of February, 2026.

PASSED AND APPROVED: Second reading this 23rd day of February, 2026.

CITY OF NEW BRAUNFELS, TEXAS

Neal Linnartz, Mayor

ATTEST:

Gayle Wilkinson, City Secretary APPROVED AS

TO LEGAL FORM:

Valeria M. Acevedo, City Attorney

2/23/2026

Agenda Item No. H)

PRESENTER:

Stephanie Chelar, Recreation Services Manager

SUBJECT:

Approval of a second and final reading of an ordinance adopting the Youth Program Standards of Care for the Parks and Recreation Department.

DEPARTMENT: Parks and Recreation**COUNCIL DISTRICTS IMPACTED:** All**BACKGROUND INFORMATION:**

The City of New Braunfels Parks and Recreation Department provides elementary-age day camp programs for children ages 5-13. The Texas Legislature requires municipal day camp programs for these ages to meet day care licensing requirements or file for an exemption (Section 42.041 (b) (14) of the Human Resources Code). To receive exempt status, a municipality must submit a copy of program standards, a notice of a public hearing for the program and a copy of the ordinance adopting the standards.

ISSUE:

No updates to the standards of care for FY 2026.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity
Organizational Excellence Community Well-Being N/A

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the second and final reading of an ordinance regarding Youth Program Standards of Care.

ORDINANCE NO. 2026 - ____
AN ORDINANCE OF THE CITY OF NEW BRAUNFELS, TEXAS,
ADOPTING DAY CARE STANDARDS FOR 2026; PROVIDING A
SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE
DATE.

WHEREAS, the State of Texas Human Resources Code, Chapter 42 requires elementary age (5-13 years) recreation programs operated by a municipality annually adopt standards of care by ordinance after a public hearing in order to be exempt from childcare licensing;

WHEREAS, the City Council of the City of New Braunfels has determined that Youth Programs Standards of Care will be beneficial to the City of New Braunfels and should be modified as recommended by Staff; and

WHEREAS, the City Council of the City of New Braunfels, Texas has the authority under its Home Rule Charter and under the laws of the State of Texas to adopt regulations aimed to protect the health, safety, and general welfare of its citizens.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

The following standards of care are adopted by ordinance

Youth Programs Standards of Care

I. GENERAL INFORMATION/ADMINISTRATION

- A. Purpose: To provide basic childcare regulations for recreation activities operated by the New Braunfels Parks and Recreation Department. This will allow the department to qualify as exempt from requirements of the Texas Human Resources Code.
- B. Implementation: Program will be the responsibility of the New Braunfels Parks and Recreation Department, with Programs Supervisors and Coordinators (Recreation, Nature Education Center, Athletics and Aquatics) supervising the overall program and Recreation Specialists, Camp Coordinators, Assistant Coordinators, Recreation Instructors, Seasonal Attendants, KinderCare Leads and Kinder Care Attendants administering the program on-site.
- C. Programs: Regulations apply to on-going recreational programs:
 - Holiday Adventure Camp
 - Spring Break Camp
 - Summer Day Camp
 - Day Off Camp
 - Nature Camps
 - Homeschool Camps, Partial Sports, Nature and Hobby Camps
 - KinderCare- Das Rec
 - Kids Day Out

Homeschool Classes
Wee Discovery Preschool

D. Other: Each site will make available for the public and staff a current copy of the Standards of Care. Standards of Care will also be made available on the Parks and Recreation Website at www.newbraunfels.gov/standardsofcare.

E. Program Sites:

Fischer Park Nature Education Center	1946 Monarch Way
Landa Aquatic Complex	350 Aquatic Circle
Landa Rec Center	164 Landa Park Drive
Landa Park	110 Golf Course Road
Landa Haus	360 Aquatic Circle
Das Rec, New Braunfels Recreation Center	345 Landa Street
Westside Community Center	2932 S IH Frontage Rd
Seele Elementary School	540 Howard Street

F. Day Camp Objectives

1. To offer a program wide in scope and varied in activities of different recreational activities: sports, games, arts and crafts, nature education and discovery, etc.
2. To provide a pleasant and memorable experience in an engaging atmosphere.
3. To provide a safe environment always promoting good health and welfare for all.
4. To teach children how to spend their leisure time wisely, to meet several needs: emotional, physical, and social.

G. Exemption Status: Once an exempt status is established, the Licensing Division will not monitor the recreational program. The Licensing Division will be responsible for investigating complaints of unlicensed childcare and for referring other complaints to the municipal authorities or, in the case of abuse/neglect allegation, to the local police authorities.

H. Standards of Care Review: Standards will be reviewed annually and approved by the City Council after a public hearing is held to pass an ordinance regarding section 42.041(b)(14) of the Human Resources Code.

I. Child Care Licensing will not regulate these programs nor be involved in any complaint investigation related to the program.

J. Any parent, visitor or staff may register a complaint by calling New Braunfels Parks and Recreation Administration Offices at 830-221-4350, Monday through Friday, 8:00 a.m. to 5:00 p.m.

K. The City of New Braunfels Parks and Recreation Department (NB PARD) fully supports the provision of the Americans with Disabilities Act and is committed to supporting the full inclusion of persons with disabilities into programs, classes, services and public facilities so that full participation may be enjoyed by all. Persons with a disability may request a reasonable modification to participate with NB PARD by contacting the Administration office at 830-221-4350. All requests must be made a minimum of 14 days prior to the starting date of the program/service. More information can be found in the NB PARD Inclusion Policy <https://newbraunfels.gov/3418/About-Us> under Parks ADA Info.

II. STAFFING

A. **Day Camp Coordinator**-Job Descriptions and Essential Job Functions

Essential Job Functions:

1. Directs and supervises a day camp program for elementary aged children under the Supervision of the Programs Supervisor
2. Develops and implements a daily camp curriculum under Parks and Recreation guidelines.
3. Responsible for ensuring camp activities are conducted in a safe, cost-efficient, professional manner.
4. Responsible for procurement of camp supplies, equipment and food items.
5. Responsible for all camp related record keeping.
6. Schedules all day camp counselors at appropriate levels to maintain established camper to staff ratios.
7. Interacts with parents, children and program staff to resolve disciplinary issues; evaluates and determines the enforcement of discipline guidelines; documents counseling sessions and prepares related reports.
8. Communicates daily with Programs Supervisor and holds weekly meetings with camp staff to monitor program during summer.
9. Supervises a staff of 10-24, day camp leaders.
10. Is assisted by Assistant Camp Coordinator in these same duties.

Qualifications:

1. Required knowledge of operational characteristics, services and activities of summer day camp management and program planning and coordination and principles and practices of customer service.
2. Must be 18 years of age or older.
2. Must possess a high school diploma or GED equivalent; AND one (1) year experience working with children required, with supervisory experience in a school or camp environment; one year college preferred.
3. Must possess a valid Texas Driver's License.
4. Must pass city criminal background check prior to hiring.
5. Must be able to successfully complete within two (2) weeks of employment: First Aid and Safety/Cardiopulmonary Resuscitation (CPR) / Automated External Defibrillator (AED) training.
6. Must possess skill in:
 - a. Interpreting customer and facility needs and solving customer service and public relations issues.
 - b. Demonstrating the ability to make sound decisions regarding the enforcement of disciplinary guidelines.
 - c. Analyzing problems, providing alternatives, and identifying solutions in support of established goals.
 - d. Responding to emergencies and determining corrective actions using available resources.

B. **Assistant Day Camp Coordinator**-Job Descriptions and Essential Job Functions

Essential Job Functions:

1. Assists Camp Coordinator with supervising a day camp program for elementary aged children under the Supervision of the Programs Supervisors.
2. Assists with developing and implementing daily camp curriculum under Parks and Recreation guidelines.

3. Assists Camp Coordinator with ensuring camp activities are conducted in a safe, cost-efficient, professional manner.
4. Responsible for procurement of camp supplies, equipment and food items.
5. Assists with camp related record keeping.
6. Schedules all day camp counselors at appropriate levels to maintain established camper to staff ratios.
7. Interacts with parents, children and program staff to resolve disciplinary issues; evaluates and determines the enforcement of discipline guidelines; documents counseling sessions and prepares related reports.
8. Communicates daily with Camp Coordinator, and Programs Supervisors, and holds weekly meetings with camp staff to monitor program during summer.
9. Supervises a staff of 10-24, day camp leaders.

Qualifications:

1. Required knowledge of operational characteristics, services and activities of summer day camp management and program planning and coordination and principles and practices of customer service.
2. Must be 18 years of age or older.
2. Must possess a high school diploma or GED equivalent; AND one (1) year experience working with children required, with supervisory experience in a school or camp environment; one year college preferred.
3. Must possess a valid Texas Driver's License.
4. Must pass city criminal background check prior to hiring.
5. Must be able to successfully complete within two (2) weeks of employment: First Aid and Safety/Cardiopulmonary Resuscitation (CPR) / Automated External Defibrillator (AED) training.
6. Must possess skill in:
 - a. Interpreting customer and facility needs and solving customer service and public relations issues.
 - b. Demonstrating the ability to make sound decisions regarding the enforcement of disciplinary guidelines.
 - c. Analyzing problems, providing alternatives, and identifying solutions in support of established goals.
 - d. Responding to emergencies and determining corrective actions using available resources.

C. Day Camp Counselor/Seasonal Attendant-Job Descriptions and Essential Job Functions

Essential Job Functions:

1. Implements and monitors a day camp program for elementary aged children under the supervision of the Day Camp Coordinator and Assistant Coordinator or Programs Supervisor.
2. Supervises and interacts with camp participants in a wide variety of recreational activities.
3. Responsible for ensuring daily camp activities are conducted in a safe, professional manner.
4. Responsible for communicating camp needs (equipment, supplies) to camp supervisor.
5. Responsible for interacting with camp participants, parents and supervisors to provide a high-quality program.
6. Responsible for maintaining facility appearance and cleanliness during and after camp activities.
7. Responsible for reporting any camp incidents to camp supervisor.

Minimum Qualifications:

1. Must be mature, responsible and able to complete duties with minimal supervision.
2. Must be able to communicate well with the public, and skilled at interacting with children.
3. Must be sixteen (16) years of age AND one (1) year customer service/public interaction experience and experience working with children preferred.
4. Must possess or be able to obtain within six months of employment: Community First Aid and Safety/Cardiopulmonary Resuscitation (CPR) / Automated External Defibrillator (AED) certification.
5. Must complete departmental day camp staff training.
6. Must pass city criminal background check prior to hiring.
7. Knowledge of recreational games, crafts and activities.
8. Prefer completion of at least 1 year of college.

D. Recreation Instructor- Job Descriptions and Essential Job Functions

Essential Job Functions

1. Assists in ensuring the delivery of high quality and consistent recreation programs and services.
2. Develops, plans, organizes, promotes, facilitates, and instructs programs as approved by the Supervisor to meet community needs; coordinated in alignment with the City's strategic objectives, policies and procedures, and State and Federal laws.
3. Maintains attendance and class records, including but not limited to program and participant surveys, accident and incident reports and league rosters, monitors course enrollment and reports deficiencies in inventory of supplies to supervisor for ordering.
4. Acts as a sales assistant and cashier in the Nature Education Center gift shop and manages transactions.
5. Answers incoming calls and provides program information in person and via the telephone; greets facility and program guests and provides prompt, courteous and friendly customer services to the public, in order to maintain positive customer relations.
6. When necessary, handles minor disciplinary issues or rules interpretation at City facilitated programs and venues according to Parks and Recreation Department policies and procedures.
7. Assists in promoting and coordinating city-wide special events, including event setup and tear down.
8. Assists in managing a variety of administrative activities including computer records and cash management; operate computer registration/reservation system.
9. Facilitates and manages use of park amenities and facilities such as kayaks/paddle boats, trails, ponds, picnic facilities and miniature golf.
10. Maintains facility cleanliness and is active in presenting a clean, comfortable and safe environment; responsible for reporting potential and existing safety issues or concerns to supervisors to ensure patron safety.
11. Performs other duties as assigned or required.

Minimum Qualifications:

1. High school diploma or GED equivalent; AND one (1) year customer service/public interaction experience required, with recreation, nature education or athletic instruction experience preferred.
2. Must be 18 years of age or older.
3. Must possess a valid Texas Driver's License.
4. Must possess or be able to obtain within six months of employment: Community First Aid and Safety/Cardiopulmonary Resuscitation (CPR) / Automated External Defibrillator (AED) certification.
5. Must pass city criminal background check prior to hiring.

6. Knowledge of operational characteristics, services and activities of nature education, recreation, and athletic facilities.
7. Knowledge of principles and practices of recreation, nature education and athletic program and/or league and special event planning and coordination.
8. Knowledge of principles and practices of customer service.
9. Knowledge of Federal and State safety laws and regulations.

E. Kinder Care Lead – Job Description and Essential Job Functions

Essential Job Functions:

1. Assists in ensuring the delivery of high quality and consistent programs and services to the community.
2. Assists in managing a variety of administrative activities including computer records, employee scheduling, accident/injury reports and work activity reports.
3. Assists in supervising Kinder Care area tasks.
4. Serves as a liaison between the Kinder Care staff and the Guest Services Supervisor (report any problems).
5. Assists with training and orientation of new staff and leading staff meetings.
6. Responsibilities of Kinder Care Attendants are also expected of Kinder Care Leads.
7. Maintains order and organization of facility's childcare operations, programs, and processes.
8. Prepares and assists in maintaining facilities including but not limited to DAS REC, New Braunfels Recreation Center to ensure a safe condition and to meet community needs; must be in compliance with the City's strategic objectives, policies and procedures, and State and Federal laws.
9. Ensures safety and hygienic environment in the childcare facility.
10. Be responsive to parents to fulfill their childcare service needs.
11. Plans, organizes and leads children in a range of interesting and enjoyable activities and games.
12. Sets up and cleans "as you go" during activity sessions to create a pleasant, attractive and sanitary environment for participants.
13. Assists with training and evaluating assigned staff and developing staff skills; meets regularly with staff to discuss and resolve workload and technical issues; reviews the work of assigned staff to assure the quality of assigned duties and responsibilities.
14. Assists with the development of procedures, forms, guidelines, and training programs for all assigned staff members
15. Develops, maintains and trains staff on records, systems, and procedures.
16. Monitors inventory of equipment and supplies and initiates orders when needed.
17. Performs basic administrative activities including accident/injury and work activity reports.
18. Monitors facility and equipment use by the public.
19. Performs basic janitorial tasks.
20. Performs other duties as assigned or required.

Minimum Qualifications:

1. Must be at least sixteen (16) years of age AND one (1) year customer service/public interaction experience preferred. Must have one (1) year experience working with children in a childcare setting.
2. Must possess or be able to obtain within six months of employment: Community First Aid and Safety/Cardiopulmonary Resuscitation (CPR) / Automated External Defibrillator (AED) certification.
3. Must pass city criminal background check prior to hiring.

4. Required skill in principles and practices of customer service.
5. Required skill in Federal and State safety laws and regulations.
6. Required skill in interpreting customer and facility needs and solving customer service and public relations issues.
7. Required skill in analyzing problems, providing alternatives, and identifying solutions in support of established goals.
8. Required skill in responding to emergencies and determining corrective actions using available resources.
9. Required skill in establishing and maintaining cooperative and effective working relationships with City employees, facility lessees and guests, event sponsors and vendors, and the general public.
10. Required skill in effective, clear and concise communication, both verbally and in writing.

F. KinderCare Attendant – Job Description and Essential Job Functions

Essential Job Functions:

1. Assists in ensuring the delivery of high quality and consistent programs and services to the community.
2. Maintains order and organization of facility’s childcare operations, programs, and processes.
3. Prepares and assists in maintaining facilities including but not limited to DAS REC, New Braunfels Recreation Center to ensure a safe condition and to meet community needs; must be in compliance with the City’s strategic objectives, policies and procedures, and State and Federal laws.
4. Ensures safety and hygienic environment in the childcare facility.
5. Be responsive to parents to fulfill their childcare service needs.
6. Plans, organizes and leads children in a range of interesting and enjoyable activities and games.
7. Sets up and cleans “as you go” during activity sessions to create a pleasant, attractive and sanitary environment for participants.
8. Assists in promoting recreation programs, City facilities and city-wide special events coordination and setup.
9. Performs basic administrative activities including accident/injury and work activity reports.
10. Monitors facility and equipment use by the public.
11. Performs basic janitorial tasks.
12. Performs other duties as assigned or required.

Minimum Qualifications:

1. Must be at least sixteen (16) years of age AND one (1) year customer service/public interaction experience preferred.
2. Required Licenses or Certifications:
 - a. Must possess or be able to obtain within two (2) weeks of employment: Community First Aid and Safety/Cardiopulmonary Resuscitation (CPR) / Automated External Defibrillator (AED) certification.
3. Must pass city criminal background check prior to hiring.
4. Required skill in principles and practices of customer service.
5. Required skill in Federal and State safety laws and regulations.
6. Required skill in interpreting customer and facility needs and solving customer service and public relations issues.
7. Required skill in analyzing problems, providing alternatives, and identifying solutions in

- support of established goals.
8. Required skill in responding to emergencies and determining corrective actions using available resources.
 9. Required skill in establishing and maintaining cooperative and effective working relationships with City employees, facility lessees and guests, event sponsors and vendors, and the general public.
 10. Required skill in effective, clear and concise communication, both verbally and in writing.

G. Other Requirements

1. Staff must complete the mandatory training program of at least 12 hours, in addition to planning hours with site staff prior to the start of first shift. This training includes a departmental orientation, customer service, behavioral issues, and discipline, as well as practical skills on activities for children in subjects such as games, songs, and crafts.
2. Staff must exhibit competency, good judgment, and self-control throughout the duration of the child's stay.
3. Staff should relate to the children and parents with courtesy, respect, acceptance and patience.
4. Staff will be evaluated at least once during the calendar year, to discuss any areas that should be addressed to ensure future employment in KinderCare.

H. Criminal Background Checks and Drug Testing: Criminal background checks will be conducted on prospective employees. Applicants may be disqualified if they have a job-related criminal conviction. A prospective employee will be subject to a drug test prior to hiring.

I. Staffing Ratios:

Youth Programs:

The number of children may not exceed staff by a minimum ratio of 1 staff per 15 children, ages 5-13.

The number of children may not exceed staff by a minimum ratio of 1 staff per 10 children, ages 3-5.

Kinder Care:

The number of children may not exceed staff by a minimum ratio of 1 staff per 10 children, ages 1-10.

The number of children may not exceed staff by a minimum ratio of 1 staff per 3 children, ages 6-12 months.

III. FACILITY STANDARDS

- A. Emergency evacuation and relocation plans will be posted at each facility.
- B. Program employees will inspect sites frequently for any sanitation or safety concerns. Those concerns should be passed on to the Programs Supervisor immediately.
- C. Each facility location must have a fully stocked first aid kit. This shall be checked and stocked on a weekly basis.
- D. In a situation where evacuation is necessary, the priority of staff is to make sure all participants are in a safe location.
- E. Program sites will be inspected annually by the Fire Marshall. Each Facility Coordinator or

- Programs Supervisor is responsible for compliance with Fire Marshall's directives.
- F. The recommended number of fire extinguishers shall be inspected annually and available for use.
 - G. Fire drills should be conducted once a month during the summer camp.
 - H. Clean restrooms will be available at all times for children and staff use.
 - I. Medication will only be administered with written parental consent. Prescription medications shall be left with staff in their original container, labeled with the child's name, date, directions and physician's name. Medication shall be dispensed only as stated on the bottle, and not past the expiration date.
 - J. Non-prescription medicine with the child's name and date on the medication may be brought if in the original container. Non-prescription medication will only be administered with written parental consent.
 - K. Each site shall have adequate toilets and sinks located such that children can use them independently and program staff can supervise as needed.
 - L. All participants must wear appropriate clothing, including footwear, for the activity.

IV. SERVICE STANDARDS-Day Camp Staff

This information will be provided to each staff member as a part of the day camp manual:

- A. Camp or staff shirts as well as appropriate clothing and footwear must be worn at all times.
- B. City-issued employee identification should be worn and clearly visible.
- C. Camp participants, parents, and legal guardians will be treated with respect at all times.
- D. Camp staff will take it upon themselves to resolve complaints. Do not refer customer to another staff person. Try to solve the complaint if possible. If not, please refer them to the supervisor on duty.
- E. Camp staff will keep parents continuously informed of camp activities and schedules as much as possible. Staff will plan activities based upon the weather and have options in case of inclement weather or high/low temperatures.
- F. Camp staff will note details of behavior of campers (accomplishments, discipline problems, general activities, etc.) and update parents as much as possible.
- G. Camp staff will monitor the sign in/out log at all times. This is done with the use of a software program for verifying identity of the approved guardians.
- H. Camp staffs will clean rooms and activity areas daily.
- I. Camp staff will spend 100% of their time actively involved with campers and/or parents.

V. Operational Issues

- A. Emergency Phone numbers are kept at the front desk of the facilities. Those numbers include fire, police, and ambulance services as well as participant guardian contact numbers.
- B. All staff members will stay in constant contact with the front desk and other camp staff members through wireless, 2-way radios and/or cell phones.
- C. A Day Camp Manual is given to every staff member, which outlines the following:
 - 1. Discipline Issues
 - 2. City Rules and Regulations
 - 3. Forms that must be filled out

4. Service Standards
 5. Game/activity leadership
 6. Ways to interact with children
- D. Sign in-sign out will be utilized with software every day. For Fischer Park's Wee Discovery and Homeschool Classes, sign-in/sign-out may be performed on paper forms. Only adults listed on sign-in/out release will be allowed to pick up children. An authorized person must enter the facility and sign out the child for staff to release the child.
- E. Emergency evacuation and relocation plans will be posted at each facility.
- F. Enrollment information will be kept and maintained on each child and shall include:
1. Child's name, birth date, home address, home telephone number and phone numbers where parents may be reached during the day.
 2. Names and telephone numbers of persons to whom the child can be released.
 - To be verified by the showing of photo ID upon pickup.
 3. Liability waiver and photo release.
 4. Parental consent to administer medication, and child's medical information/history.
- G. Staff shall immediately notify the parent or other person authorized by the parent when the child is injured or has been involved in any situation that placed the child at risk.
- H. Staff shall notify parents or authorized persons of children in the facility when there is an outbreak of a communicable disease in the facility that is required to be reported to the County Department of Health. Parents will also be notified of an occurrence of head lice.
- I. Discipline:
1. Discipline and guidance of children must be consistent and based on an understanding of individual needs and development.
 2. There shall be no harsh, cruel, or unusual treatment.
 3. Corporal punishment in any form will not be tolerated.
 4. Children shall not be shaken, bit, hit, or have anything put in or on their mouth as punishment.
 5. Children shall not be humiliated, yelled at or rejected.
 6. Children shall not be subjected to abusive or profane language.
 7. Punishment shall not be associated with food or drink.
 8. Staff may use brief, supervised separation from the group, if necessary, but staff shall not place children in a locked room or in a dark room with the door closed.
 9. Incident reports will be filled out on any disciplinary cases, and information is to be shared with parents when picking up the child or sooner, when extreme cases occur.
 10. Children who show patterns of endangerment to themselves, other participants or staff will be asked to leave the program.
- J. Illness or Injury
1. Parents shall be notified in cases of illness or injury.
 2. An ill child will not be allowed to participate if the child is suspected of having a temperature and/or accompanied by behavior changes or other signs or symptoms until medical evaluation indicates that the child can be included in the activities. In the event an injury cannot be administered through basic first aid, staff will call 911.
 3. When an injury occurs, an incident report shall be filled out immediately. The form shall be

filled out completely with the original sent to the Programs Supervisor and forwarded to the Recreation Manager and a copy kept in the Day Camp files.

VI. CAMP RULES

The rules of camp are designed to help create a positive and safe environment for both campers and staff. The rules are presented to campers in a positive way and focus on what campers should do rather than what they should not do. Camp rules are used to help teach our campers to make good, positive choices.

1. Be Respectful
2. Be a Good Friend
3. Be Polite
4. Be a Good Listener
5. Be Kind
6. Be a Good Follower of Directions
7. Be Helpful
8. Be Responsible

Passive and active camp activities are planned according to the participants' ages, interests and abilities. The activities should be flexible and promote social and educational advancement.

VII. MONITORING AND ENFORCEMENT

Standards of care established by the City of New Braunfels will be monitored and enforced by city departments responsible for their respective areas as identified:

- A. Health and safety standards will be monitored and enforced by the City's Police, Fire, Health and Code Enforcement Departments.
- B. Staff and program issues will be monitored and enforced by the New Braunfels Parks and Recreation Department. The Recreation Manager shall visit each site on a bi-monthly basis. Programs Supervisors are responsible for visually checking the camp activities daily. When this staff is not available, another full-time or PTR/Part-time staff person is responsible for the daily check.

SECTION 2: SEVERABILITY.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect

any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance.

SECTION 3. EFFECTIVE DATE:

This Ordinance shall become adopted and effective upon its second reading and compliance with the City Charter.

PASSED AND APPROVED: First reading this 9th day of February, 2026.

PASSED AND APPROVED: Second reading this 23rd day of February, 2026.

CITY OF NEW BRAUNFELS, TEXAS

Neal Linnartz, Mayor

ATTEST:

Gayle Wilkinson, City Secretary APPROVED AS

TO LEGAL FORM:

Valeria M. Acevedo, City Attorney

2/23/2026

Agenda Item No. 1)

PRESENTER:

Katie Totman, Historic Preservation Officer

SUBJECT:

Approval of the second and final reading of an ordinance to amend the City’s Code of Ordinances, Chapter 66 Historic Preservation, Section 66-57.1, Incentives.

DEPARTMENT: Neighborhood & Community Planning

COUNCIL DISTRICTS IMPACTED: All

BACKGROUND INFORMATION:

Case No: ORD25-370

Staff Contact: Katie Totman, Historic Preservation Officer
(830) 221-4086 | ktotman@newbraunfels.gov

ISSUE:

City Council held a public hearing on February 9, 2026, and unanimously approved the first reading of the proposed ordinance amendment (7-0).

Chapter 66 of the City’s Code of Ordinances, Section 66-57.1, currently provides tax relief and incentives for the rehabilitation, stabilization, and renovation of designated historic landmarks and properties located within local historic districts. Such incentives are intended to encourage landmarking and preservation of historic structures and cultural resources. However, through collaboration with the Comal Appraisal District, it was noted that the ordinance lacks clarity in several areas, leading to administrative challenges for both entities in providing consistent guidance to applicants. These challenges discourage participation, thereby diminishing the success of the incentive program.

Specifically:

- 1. Eligibility for Consecutive Tax Relief Terms:** Currently, applicants are required to submit the initial request for tax relief which, if approved, would be applied for a five (5) year period. At the end of the five (5) year period they are required to re-apply for a second five (5) year period.
- 2. Qualification for Tax Relief:** The way in which the tax relief is determined is inconsistent with the current State Tax Code.
- 3. Inclusion of Local Historic Landmarks:** Currently, properties inside a local historic district are eligible to receive a 20% reduction on their ad valorem city property taxes annually. It is recommended to also include standalone local historic landmarks, meaning those not already in a local historic district, in receiving this incentive to encourage designation of individual properties that may not meet the eligibility requirements of the rehabilitation incentive.

COMPREHENSIVE PLAN REFERENCE:

Action 1.11: Update policies and codes to achieve development patterns that implement the goals of this plan.

Action 2.5: Encourage diversification of commercial activity Downtown to build on and sustain existing

historic resources and maximize structure utilization for economic expansion.

STRATEGIC PLAN REFERENCE:

- Economic Mobility Enhanced Connectivity Community Identity
 Organizational Excellence Community Well-Being N/A

Community Identity Objective 2:

This code amendment advances goals of the LDO including streamlined processes and encourages the preservation and rehabilitation of our historic resources.

Organizational Excellence Objective 2:

This code amendment demonstrates a cooperative relationship with other jurisdictions.

FISCAL IMPACT:

The existing incentive would remain, and be restructured for clarity, consistency, streamlining, and ease of use and application.

RECOMMENDATION:

The Historic Landmark Commission reviewed the proposed amendments at their regular meeting on January 13, 2026, and recommended the proposed changes by a vote of 7 in favor and none opposed. Staff concurs with the recommendation to approve the proposed amendments.

ORDINANCE NO. 2026-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS, AMENDING THE NEW BRAUNFELS CODE OF ORDINANCES, CHAPTER 66 HISTORIC PRESERVATION, SECTION 66-57.1 INCENTIVES; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; CONTAINING A SAVINGS CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Comprehensive Plan, Envision New Braunfels, has multiple action items supporting updates that improve regulations, including Action Items 1.11: Update policies and codes to achieve development patterns that implement the goals of this plan, 2.5: Encourage diversification of commercial activity Downtown to build on and sustain existing historic resources and maximize structure utilization for economic expansion.

WHEREAS, the City of New Braunfels Strategic Plan has multiple objectives in the Community Identity Priority encouraging the preservation and rehabilitation of our historic resources.

WHEREAS, the City is engaged in a project to update the development-related ordinances known as the Land Development Ordinance (LDO), in accordance with the Comprehensive Plan, Envision New Braunfels; and

WHEREAS, the Historic Landmark Commission held a regular meeting on January 13, 2026, and recommended approval of the proposed amendments; and

WHEREAS, the City Council hereby finds and determines that regularly updating the code for clarification provides improved customer service and is in the best interest of the citizens of New Braunfels.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

SECTION 1

THAT Chapter 66, Historic Preservation, Article III, Historic Landmark Preservation, Section 66-57.1 - Incentives, is hereby amended with additions as underlines and deletions as strikeouts as follows:

Sec.57.1. Incentives

(a) *Purpose.* To promote and protect the rich heritage of the city, and to encourage the designation of structures as historic landmarks, and the designation of historic districts this section of the city's historic preservation ordinance provides a tax relief for the stabilization, rehabilitation, and renovation of property(s) that are designated by the city as historic landmarks or located within a local historic district.

~~(b) *Rehabilitation tax relief.* From the date of passage of this section, the owner of property (structure and land) having historic, architectural, and cultural significance, and so designated by the city's historic landmark commission, planning commission, and city council, as a historical landmark or located within a local historic district shall be eligible to apply for relief in property taxes for a period of five years. Said property, whether owned by the same individual or not, shall be eligible for such relief an additional five years. The total period of time that any one property shall be eligible to receive such tax relief shall be ten years, whether such relief is granted for two consecutive five-year periods or separate terms. For a property to be considered for a consecutive five-year period, an application shall be made during the fourth year of the original request. Whether the application is for consecutive or future periods each request shall be considered separately and must qualify as outlined below. Upon the expiration of a relief period, the property shall be placed on the tax rolls at the new appraised value and taxed accordingly. Provided, however, that should an application be received and approved during the fourth year of the first request no new appraised value will be assessed or taxed. In accordance with the provisions of this section, a building that is individually designated as a local historic landmark or located within the boundaries of a locally designated historic district and that is substantially rehabilitated and is approved by the chief appraiser of the Comal or Guadalupe Appraisal District, shall have an assessed value for ad valorem taxation as follows:~~

(1) Properties shall have the assessed value for the city's portion of the ad valorem taxation for a period of ten (10) tax years equal to the assessed value at the time of certification.

(2) This exemption shall begin on the first day of the first tax year following final approval by City Council.

(3) As noted in subsection (1) above, the exemption will be in place for a period of 10 years. Following the expiration of the rehabilitation tax relief incentive, the exemption noted below in section (e) for locally designated historic properties both in a district or an individual landmark will continue to apply.

(c) Application Process.

(1) *Certification.* An application for tax relief pursuant to this section shall be submitted to the city's historic preservation officer prior to the rehabilitation work taking place. The historic preservation officer shall request action from the historic landmark commission. Each application for certification shall be signed and sworn to by the owner of the property and shall:

A. Include current pictures of the interior and the exterior of the structure, as applicable to the scope of work that is proposed.

B. Include a written scope of work and, where applicable, a complete set of plans for the structure's restoration.

C. Include an itemized statement of estimated costs for the scope of work.

(2) *Verification.* Once rehabilitation work is complete, the property owner shall submit an application to the city's historic preservation officer to complete the request for tax relief. The request shall be presented to the Historic Landmark Commission and they will make a recommendation to City Council. Each application for verification shall be signed and sworn to by the owner of the property and shall:

A. Include current color pictures of the interior and exterior of the structure, as applicable to work that was performed, showing the completed rehabilitation work.

B. Include an itemized statement or itemized list of final costs for the restoration work that was completed.

C. Include copies of all associated building permits and certificates of alteration that may have been required for the rehabilitation work.

(3) *City Council Approval.* Final approval of the rehabilitation tax relief shall be granted by City Council and requires two separate readings.

(4) Retroactive Certification and Verification. In cases where rehabilitation work is completed prior to requesting the incentive, applicants may still apply, provided that the work was completed no more than three (3) years from the time a completed application for certification and verification are submitted to the historic preservation officer. The process outlined in subsection (1) and (2) of this section shall be followed. Once the complete applications for certification and verification are received, the historic preservation officer will schedule them to be heard by the historic landmark commission at the earliest available meeting. It is at the discretion of the Commission to recommend approval or denial of the incentive to city council.

~~An application for tax relief pursuant to this section shall be made prior to the first of July of the tax year in which the relief would be granted. Application shall be made to the city's historic landmark commission with a recommendation to the city council for final action. If requested, the historic preservation officer may assist the owner in filing for such relief. A structure must be designated as a historic landmark as provided for in section 66-54 or located within a local historic district as provided for in section 66-55.~~

~~(1) Qualification for tax relief. The owner of a property, applying for tax relief, shall be entitled to such, provided that the improvement(s), renovation(s), or restoration(s) to the structure is at least ten percent of the value of the property value reflected on the tax rolls of the Comal or Guadalupe Appraisal District office. The tax relief shall commence after the first of January in the tax year immediately following the year in which the work is completed.~~

~~The tax relief shall be determined in the following manner. The Comal or Guadalupe Appraisal District shall cause said improvement(s), renovation(s), or restoration(s) to the structure to be appraised on or before December 31 the year the work was completed. This new appraised value less the present property value shall be shown on the tax rolls of the Comal or Guadalupe Appraisal District as the new property value. However, said improvement(s), renovation(s), or restoration(s) shall not cause the value of the property to be less than the present value prior to completion of the work.~~

(d) Qualification for rehabilitation tax relief. The owner of a property, applying for tax relief, shall be entitled to such, provided that the cost of the improvement(s), renovation(s), or restoration(s) to the structure is at least ten (10) percent of the improvements value reflected on the tax rolls of the Comal or Guadalupe Appraisal District office of the tax year in which the property was certified by the historic landmark commission and approved by City Council.

1. Eligible costs. Eligible costs shall may include the following items: ~~exterior and interior improvements to the frame, walls, floor, ceiling, plumbing, electrical wiring and mechanical items, such as heating and air conditioning systems. Fixtures, decorative items, and/or fencing shall not be eligible for consideration unless such items were original fixtures and/or decorative items of the structure. Materials and labor for repairing, replacing or adding any of the following shall be eligible:~~

- ~~a. Structural walls;~~
- ~~b. Structural subfloors;~~
- ~~c. Structural ceilings;~~
- ~~d. Exterior doors;~~
- ~~e. Exterior paint (consistent with those colors available during the time period the structure was built);~~
- ~~f. Mechanical equipment;~~
- ~~g. Windows;~~
- ~~h. Exterior brick veneers or treatments;~~
- ~~i. Plumbing;~~
- ~~j. Electrical wiring;~~
- ~~k. Roof and gutter where necessary for structural integrity;~~
- ~~l. Facade items;~~
- ~~m. Elevators;~~
- ~~n. Foundations;~~
- ~~o. Termite damage and treatment;~~
- ~~p. Security and/or fire protection systems;~~
- ~~q. Architectural and engineering services if directly related to the eligible costs described above;~~
- ~~r. Plumbing and electrical fixtures documented as historic fixtures; and~~
- ~~s. Limited demolition, not more than 15 percent of the original structure, and cleanup related to the eligible costs described above.~~

a. Expenditures associated with the components of the structure/building including foundation, roofing, walls, partitions, floors, ceilings, windows and doors, stairs, elevators,

escalators, sprinkler systems, fire escapes, components of central air conditioning, heating, plumbing, and electrical systems, and other components related to the operation or maintenance of the building.

b. Expenditures associated with site work that is deemed necessary to prevent future damage to the structure, such as grading and drainage work. Additionally, site elements that are original or found to be contributing to the historic significance of the property may also be considered eligible and are at the discretion of the historic landmark commission.

c. Architectural, design, consulting, engineering, and similar services directly related to the successful completion of the project.

d. Construction management and labor, materials, and reasonable overhead.

e. Subcontracted services.

f. Development fees including those related to local permitting and plan review outlined in Appendix D of the City's Code of Ordinances.

g. Construction period interest and taxes.

2. Ineligible costs. Ineligible costs include the following:

~~a. Overhead;~~

~~b. Taxes;~~

~~c. Supervisor payroll;~~

~~d. Repairs of construction equipment;~~

~~e. Tools; and~~

~~f. Any other items not directly related to the exterior appearance or the structural integrity or viability of the structure.~~

a. The cost of acquiring any interest in the property;

b. The personal labor by the applicant/owner;

c. Any cost associated with the enlargement of an existing building on site;

d. Any cost associated with the rehabilitation of an outbuilding or ancillary structure unless it is certified by the Commission to contribute to the historical significance of the property.

(e) Tax exemption for local historic districts and local historic landmarks. For properties located within a city designated historic district or for properties that are designated as local historic landmarks, property owners ~~in the historic district~~ will qualify for an ad valorem tax exemption of 20 percent of the assessed city ad valorem property tax. This tax exemption shall begin on the first day of the first tax year after designation of the local historic district or local historic landmark. A separate form provided by the Comal and Guadalupe Comal Appraisal District must be submitted annually by the property owner to the Appraisal District in which the property is located.

(f) Building permit fees waived. Upon approval of a certificate of alteration, the property owner will present said certificate to the ~~building department City, and a~~ All building permit fees will be waived with the exception of the permit application fee and all related inspection fees.

SECTION 2: Repealer.

All provisions of the New Braunfels Code of Ordinances, or other ordinances, whether codified or uncoded, in conflict with the provisions of this ordinance are hereby repealed, and all other provisions of the Code of Ordinances or other ordinances, codified or uncoded, not in conflict with the provisions of the ordinance shall remain in full force and effect.

SECTION 3: Severability

It is hereby declared to be the intention of the City Council that the sections, paragraphs,

sentences clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence or section of this ordinance shall be declared unconstitutional or invalid by any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any other remaining phrase, clause, sentence paragraph or section of this ordinance.

SECTION 4: Savings Clause.

The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this ordinance.

SECTION 5: Effective Date.

This ordinance will take effect upon the second and final reading in accordance with the provisions of the Charter of the City of New Braunfels.

PASSED AND APPROVED: First reading this 9th day of February 2026.

PASSED AND APPROVED: Second reading this 23rd day of February 2026.

CITY OF NEW BRAUNFELS

NEAL LINNARTZ, Mayor

ATTEST:

GAYLE WILKINSON, City Secretary

APPROVED AS TO FORM:

VALERIA M. ACEVEDO, City Attorney

2/23/2026

Agenda Item No. J)

PRESENTER:

Carly Farmer, Assistant City Engineer

SUBJECT:

Approval of the second and final reading of an ordinance to amend Section 126-346 of the Code of Ordinances of the City of New Braunfels to restrict parking on Willowbrook.

DEPARTMENT: Transportation and Construction Services**COUNCIL DISTRICTS IMPACTED:** 5**BACKGROUND INFORMATION:****City Council approved the first reading unanimously on February 9, 2026.**

At the March 25, 2024, City Council meeting, staff presented a traffic calming plan for Willowbrook between FM 1101 and Split Rock Road due to high speeds and volumes associated with cut-through traffic. The preliminary plan included speed humps, a raised crosswalk, and a mini roundabout. City Council approved the plan with the condition that staff would be able to alter the plan as needed through final design in partnership with the community. Installation of four speed humps on Willowbrook has been completed, and repeat traffic data collection indicates that the speed humps have been effective in slowing traffic.

Staff completed preliminary design on the raised crosswalk and mini roundabout, but the intersection configuration, drainage, and high cost made these infeasible. These improvements were targeted for the intersections of Willowbrook/Shepherd Path and Willowbrook/Colonial Ave, which are adjacent to Timmerman Park. The traffic calming plan was then adjusted to include bulb-outs and enhanced crosswalks for these two intersections due to proximity to the park, area schools, and connectivity to the shared use path in the park.

During final design for the two intersections, staff met with the August Fields HOA to present options and get community leadership buy-in. The HOA was most supportive of restricting parking on one side of Willowbrook in order to accommodate two lanes for two-way traffic and a parking lane with a buffer adjacent to Timmerman Park. Because the street experiences both high traffic volumes and frequent parking activity, it was desirable to designate space for parking while allowing through traffic to pass through without conflict.

A no parking zone is recommended on the south side of Willowbrook that extends from west of the intersection with Shepherd Path to east of the intersection with Colonial Avenue. A pavement marking plan has been prepared that allocates two ten-foot lanes for two-way traffic and an eight-foot parking lane with a two-foot buffer on the north side of Willowbrook. Removing parking on one side of the roadway maintains two-way traffic flow needed to efficiently funnel traffic between FM 1101 and Alves Lane. Providing a parking lane and buffer will reduce conflict points between through traffic, parked vehicles, and pedestrians and cyclists while preserving some of the on-street parking inventory for residents, park visitors, and student pick-up from the

nearby schools.

The public hearing will be at a future City Council meeting, and notices will be sent in advance of the meeting to all properties adjacent to the proposed parking changes.

ISSUE:

City staff is implementing the next phase of the traffic calming plan for Willowbrook.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity

Organizational Excellence Community Well-Being N/A

FISCAL IMPACT:

City staff is preparing the cost estimate with the Public Works Department. The city has specific funding for the installation of traffic calming. Approved traffic calming plans are ranked for funding according to the Neighborhood Traffic Calming Policy prioritization process. The highest-scoring projects will be funded through the FY 2026 budget. Remaining projects will be considered for funding in subsequent budget years.

RECOMMENDATION:

Transportation and Traffic Advisory Board

The Transportation and Traffic Advisory Board unanimously recommended approval at their January 8, 2026, meeting.

Staff

Staff recommends restricting parking on a portion of Willowbrook in order to implement a traffic calming plan.

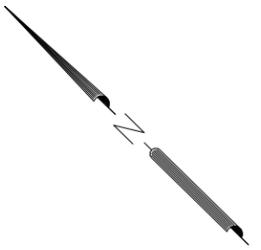
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REF PAV MRK TY I (W)6"(SLD)(100MIL)



TYPICAL BULBOUT DETAIL



NO.	DATE	REVISION	APPROV.


City of New Braunfels
 ENGINEERING DIVISION

WILLOWBROOK AVE
 STRIPING OPTION II
 SCALE: 1"=50' SHEET: 1 OF 1

ORDINANCE NO. 2026-____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NEW
BRAUNFELS, TEXAS, AMENDING SECTION 126-346 TO RESTRICT
PARKING ON WILLOWBROOK**

WHEREAS, after engineering and field investigation, the City Engineer has recommended that traffic control signs be installed on certain streets, avenues, thoroughfares and boulevards within the corporate limits of the City of New Braunfels in order to protect the health, safety and welfare of the citizens.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

I.

THAT the City of New Braunfels Code of Ordinances Section 126-346 (f) is hereby amended as follows:

- (144) On the south side of Willowbrook from a point 140 feet west of the intersection with Shepherd Path to a point 145 feet east of the intersection with Colonial Avenue. Such no parking zone shall be designated as a tow-away zone.

II.

THAT all provisions hereof are hereby declared to be severable and if any provisions hereof is declared to be invalid or unconstitutional, such shall not invalidate or affect the remaining provisions hereof which will be and remain in full force and effect.

III.

THAT it is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

IV.

This Ordinance shall become adopted and effective upon its second reading, signature required by City Charter, and filing with the City Secretary's Office. This Ordinance must also be published in a newspaper of general circulation at least one time within ten (10) days after its final passage, as required by the City Charter of the City of New Braunfels.

PASSED AND APPROVED: First reading this the 9th day of February, 2026.

PASSED AND APPROVED: Second reading this the 23rd day of February, 2026.

CITY OF NEW BRAUNFELS, TEXAS

NEAL LINNARTZ, MAYOR

ATTEST:

GAYLE WILKINSON, CITY SECRETARY

APPROVED AS TO FORM:

VALERIA M. ACEVEDO, CITY ATTORNEY

2/23/2026

Agenda Item No. K)

PRESENTER:

Garry Ford, Transportation and Construction Services Director

SUBJECT:

Approval of the second and final reading of an ordinance amending City of New Braunfels Code of Ordinances Section 118-46(y) Traffic Impact Analysis.

DEPARTMENT: Transportation and Construction Services, Planning and Development Services**COUNCIL DISTRICTS IMPACTED:** All**BACKGROUND INFORMATION:****City Council unanimously approved the first reading on February 9, 2026.**

The Transportation and Construction Services Department reviewed the current regulations, practices, and procedures and determined that amendments to the ordinance are needed to align with current and recommended practices and with community objectives. The proposed key amendments include:

- Specify select roadways for roadway analysis.
- Provide a geometric and pavement design analysis for buildout and construction traffic for all perimeter and approach streets that have pavement widths less than 24 feet.
- Provide a circulation route for construction traffic.
- Provide an assessment of buildout traffic on adjacent neighborhoods if the development is required to construct the extension of a thoroughfare. The assessment and mitigation shall be provided in accordance with an approved Thoroughfare Plan Design and Area Transportation Plan, or in accordance with the guidance provided in the Institute of Transportation Engineers' *Multimodal Transportation Impact Analysis for Site Development*.
- Update the requirements of turn lanes on city streets.
- Establish an expiration date for TIA worksheets at two years and TIA reports at three years from city approval.

ISSUE:

Amendments to the traffic impact analysis requirements are needed to align with current and recommended practices and with community objectives.

FISCAL IMPACT:

N/A

RECOMMENDATION:**Planning Commission**

The Planning Commission unanimously recommended approval at their January 6, 2026, meeting.

Staff

Staff recommends approval of amendments to Chapter 118 Subdivision Platting, Section 46 Streets, Subsection y, Traffic Impact Analysis.

Sec. 118-46. Streets.

(y) *Traffic impact analysis.*

- (1) *Requirements.* No master plan, plat, building permit or driveway access shall be approved unless a traffic impact analysis (TIA) worksheet or TIA report, as provided for in this section, is completed by the developer and approved by the city engineer. A TIA report may also be required by the planning director, the planning commission or the city council as part of a zoning change application.

If the specific land use is unknown, the land use shall be based on the future land use plan or roadway impact fee study with consideration of existing topography and comparable properties. Land use shall be based on the latest edition of the Institute of Transportation Engineers (ITE) *Trip Generation Manual*.

The TIA report shall be prepared, signed and sealed by a licensed, qualified and experienced professional engineer with specific training and experience in traffic and transportation engineering and planning. The TIA report shall meet the requirements established in this section and generally follow the methodology, thresholds and principles described in the ITE *Multimodal Transportation Impact Analysis for Site Development* recommended practice.

The applicant shall comply with the separate policies and procedures for submitting and processing TIA applications consistent with the provisions of this section, including, but not limited to, forms, worksheets, fee schedules, meetings, and other items.

- (2) *Submittal type and study area.* The TIA submittal type and study area shall be based on the size of the development and the associated peak-hour trips projected to be generated by the proposed development. The peak-hour trips shall be based on the latest edition of the ITE *Trip Generation Manual* during the weekday a.m. or p.m. peak hour, whichever is greater. The submittal type and study area shall be established in the TIA Impact Area Table shown below. Additional areas and intersections may be added by the city engineer and Texas Department of Transportation (TxDOT) based on development size and specific site or local issues. For special situations where peak traffic typically occurs at non-traditional times, other peak hours may be used to determine the submittal type and study area.

TIA Impact Area Table

Peak-hour Trips	Submittal Type	Study Area
1–99	Worksheet	Site
100–199	Level 1	Site and area adjacent to the site boundary
200–499	Level 2	Site and area within 0.5 miles from the site boundary
500+	Level 3	Site and area within 1 mile from the site boundary

- (3) *TIA report format.* The Level 1, 2 and 3 TIA report shall consist of the following information, at a minimum:

- a. *Impact area.*

- 1. Land use, site and study area boundaries.
- 2. Existing and proposed site land uses.
- 3. Existing and proposed land uses for all parcels within the study area.
- 4. Existing and proposed roadways and intersections within the study area.

-
5. All major driveways and intersecting streets adjacent to the property will be illustrated in detail sufficient to serve the purposes of illustrating traffic function; this may include showing lane widths, traffic islands, medians, sidewalks, curbs, traffic control devices (traffic signs, signals, and pavement markings), sight distance, access spacing and a general description of the existing pavement condition.
 6. Photographs of adjacent streets of the development and an arterial photograph showing the study area.
- b. *Trip generation and design hour volumes.*
 1. A trip generation summary listing each type of land use, units, ITE code, ITE unit, the average trip generation rates used (total daily traffic and a.m. and p.m. peak hours), and the resultant total trips generated shall be provided.
 2. Generated vehicular trip estimates may be discounted in recognition of other reasonable and applicable modes, e.g., transit, pedestrian, bicycles. Furthermore, trip generation estimates may also be discounted through the recognition of pass by trips and internal site trip satisfaction.
 - c. *Trip distribution.* Provide the estimates of percentage distribution of trips by turning movements to and from the proposed development by site access location.
 - d. *Trip assignment.* Provide the direction of approach and departure of site traffic via the area's street system.
 - e. *Traffic volumes.* Peak hour and daily traffic volumes shall be provided for existing, background, site, and buildout (background and site) conditions. Additional traffic volumes shall be provided for phased developments based on background and the estimated phase buildout year. Each phase shall include phase, cumulative phases, and cumulative phases plus associated background traffic.
 - f. *Capacity analysis.*
 1. A capacity analysis shall be conducted for all roadways, intersections and junctions of major driveways with public streets which are significantly impacted within the study area boundary as defined in this section as agreed to by the developer's engineer and the city engineer. The analysis shall be conducted for existing, background, buildout, and, if necessary, each phase traffic volumes.
 2. Capacity analysis will follow the principles established in the latest edition of the Transportation Research Board's *Highway Capacity Manual* (HCM), unless otherwise directed by the city engineer. Capacity will be reported in quantitative terms as expressed in the HCM and in terms of traffic level of service (LOS). LOS for two-way stop-control is not defined for an intersection as a whole and shall not be represented in any such way in the TIA report.
 3. Capacity analysis will include traffic queuing estimates for all critical applications where the length of queues is a design parameter, e.g., auxiliary turn lanes, and at traffic gates.
 4. Roadway analysis will include maximum daily traffic for all local and residential collector streets, and HCM or planning level analysis for ~~all other~~ streets agreed to by the developer's engineer and the city engineer. Potential through traffic shall be included in the analysis.
 - g. *Site accessibility.* Provide an assessment of existing and planned future conditions of access management, site circulation, parking, goods movement delivery and pedestrian, bicycle and

transit connectivity to accommodate site demand on the street system. Provide a geometric and pavement design analysis for buildout and construction traffic, including vehicle design and traffic volumes, for all perimeter and approach streets that have an average pavement width of less than 24 feet to the area being developed. Provide a circulation route for construction traffic.

- h. *Neighborhood traffic control plan.* Provide overall signing, marking, and signal traffic control plan for a new public street system in accordance with the *Texas Manual on Uniform Traffic Control Devices* (TMUTCD). Include recommended speed limit signs, stop signs and warning signs.
 - i. *School accessibility and traffic control plan.* Provide site circulation and overall signing, marking, and signal traffic control plan in accordance with the TMUTCD. Include recommended school routes, school crossings and school speed zones.
 - j. *Thoroughfare Plan street extension.* If the development is required to construct the extension of a street in accordance with the adopted thoroughfare plan, provide an assessment of the buildout traffic impact on adjacent neighborhoods, parks, schools, and historic districts. The assessment and mitigation shall be provided in accordance with an approved Thoroughfare Plan Design and Area Transportation Plan, or using neighborhood protection guidance provided in the ITE Multimodal Transportation Impact Analysis for Site Development recommended practice.
 - jk. *Conclusions and requirements.* Provide a narrative describing mitigation measures, conclusions and recommendations consistent with this section.
- (4) *Mitigation.* If the TIA report's determination for roadways and intersections indicates that the proposed development would cause a reduction in the level of service for any roadway or intersection within the impact area that would cause the roadway to fall below (1) LOS D if the background traffic operates at LOS D or better, (2) LOS E if the background traffic operates at LOS E, and (3) LOS F if the background traffic LOS threshold exceeds ten percent for LOS F, the proposed development will be denied unless the developer agrees to one of the following conditions:
- a. The deferral of certificate of occupancy until the improvements necessary to upgrade the substandard facilities are constructed; or
 - b. A reduction in the density or intensity of development; or
 - c. The dedication or construction of facilities needed to achieve the level of service required herein; or
 - d. Escrow with the city an amount equivalent to the cost of the improvements necessary to mitigate the adverse traffic impact; or
 - e. Execute a development agreement with the city in accordance with this chapter; or
 - f. Any combination of techniques identified herein that would ensure that development will not occur unless the levels of service for all roadways and intersections within the traffic impact analysis study are adequate to accommodate the impacts of such development.

Additionally, the developer is responsible for mitigation identified as part of the site accessibility, neighborhood traffic control plan and school accessibility and traffic control plan as required in this section.

- (5) *Implementation.* For phased construction projects, the TIA report shall include the phase and corresponding peak hour trip for implementation. Implementation of these traffic improvements must be accomplished no later than the completion of the project phase for which the capacity analyses show they are required. Plats for project phases subsequent to a phase for which a traffic improvement is required may be approved only if the traffic improvements are completed or secured as approved by the city engineer.

(6) *Traffic mitigation concepts.*

- a. Voluntary efforts, beyond those herein required, to mitigate traffic impacts are encouraged as a means of providing enhanced traffic handling capabilities to users of the land development site as well as others.
- b. Traffic mitigation concepts include, but are not limited to, pavement widening, turn lanes, median islands, access controls, curbs, sidewalks, traffic signalization, traffic signing, pavement markings, etc.

(7) *Traffic signal warrants analysis.* A TIA report that contains a traffic impact mitigation for installation of a new traffic signal location shall include a traffic signal warrants analysis satisfying the requirements of the TMUTCD. If a traffic signal is required to mitigate level of service but not warranted, the mitigation of the traffic signal shall meet the mitigation requirements of this section.

(8) *Turn lane requirements.* Turn lanes are exclusive deceleration and storage lanes that allow ~~for~~ vehicles to turn left and right at intersections outside the through lane. Turn lanes on city streets are required at all driveways and street intersections with buildout traffic turning movements of 500 daily trips or 50 peak hour trips. Turn lanes on the state highway system are required in accordance with the latest TxDOT requirements. The guidelines for the ~~application and~~ design of ~~deceleration-turn~~ lanes for city streets and the state highway system shall be in accordance with the latest TxDOT requirements.

- a. The existing and new pavement for turn lane improvements shall be designed based on the development traffic loads and may include rehabilitation. At minimum, a surface course treatment is required for the full improvements including taper and pavement marking area.
- b. The construction of turn lanes may be limited due to topographic conditions or need to obtain right-of-way from adjacent property owners. The applicant must show that all reasonable efforts have been made to implement turn lanes required by the TIA report or this chapter. This may include relocating driveways or streets to allow for the construction of turn lanes or alternate design options.

(9) *Expiration.* The approval of a TIA worksheet expires two years from the date it is approved by the city. The approval of a TIA report expires three years from the date it is approved by the city if progress toward completion is not being made, as specified in section 118-22 (e) (1-5), or if the actual buildout year or an actual phase buildout year is greater than two years from what is analyzed in the approved TIA report. Prior to the expiration date, the city engineer may extend the TIA report approval upon application by the developer for one or more year periods.

(z) *Street signs.* Street signs shall be installed, at the cost of the developer and at no cost to the city, in accordance with approved construction plans.

(aa) *Streetlights.* Streetlights shall be installed, at the cost of the developer and at no cost to the city, at all intersections, at the end of a cul-de-sac, and throughout the subdivision as required by NBU in accordance with standards published by NBU in accordance with section 118-18.

(Ord. No. 2006-84, § 1(Exh. A), 9-11-06; Ord. No. 2008-44, § 1, 7-14-08; Ord. No. 2008-55, § 1, 8-11-08; Ord. No. 2013-34, § 1, 6-10-13; Ord. No. 2017-18, § 1, 2-13-17; Ord. No. 2017-63, § 1, 9-11-17; Ord. No. 2019-49, § III, 7-22-19; Ord. No. 2019-89, § 1, 12-9-19; Ord. No. 2020-74, § 1, 12-14-20; Ord. No. 2023-92, § I, 12-11-23; Ord. No. 2024-20, § 1, 2-26-24)

ORDINANCE NO. 2026-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS, AMENDING SECTION 118-46 OF THE NEW BRAUNFELS CODE OF ORDINANCES REGARDING TRAFFIC IMPACT ANALYSIS REQUIREMENTS.

WHEREAS, the State of Texas has enacted legislation empowering municipalities to exercise authority relating to subdivision regulation; and

WHEREAS, the City Engineer may amend city standards from time to time, upon recommendation of the Planning Commission to the City Council; and

WHEREAS, the Planning Commission unanimously recommended to the City Council adoption of amendments regarding traffic impact analysis requirements; and

WHEREAS, the City Council has determined that it is in the best interest of the citizens of New Braunfels to amend Section 118-46 of the Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

I.

THAT the City of New Braunfels Code of Ordinances Section 118-46(y)(3) is amended as follows:

f. *Capacity analysis.*

1. A capacity analysis shall be conducted for all roadways, intersections and junctions of major driveways with public streets which are significantly impacted within the study area boundary as defined in this section as agreed to by the developer's engineer and the city engineer. The analysis shall be conducted for existing, background, buildout, and, if necessary, each phase traffic volumes.
2. Capacity analysis will follow the principles established in the latest edition of the Transportation Research Board's *Highway Capacity*

Manual (HCM), unless otherwise directed by the city engineer.

Capacity will be reported in quantitative terms as expressed in the HCM and in terms of traffic level of service (LOS). LOS for two-way stop-control is not defined for an intersection as a whole and shall not be represented in any such way in the TIA report.

3. Capacity analysis will include traffic queuing estimates for all critical applications where the length of queues is a design parameter, e.g., auxiliary turn lanes, and at traffic gates.
 4. Roadway analysis will include maximum daily traffic for all local and residential collector streets, and HCM or planning level analysis for streets agreed to by the developer's engineer and the city engineer. Potential through traffic shall be included in the analysis.
- g. *Site Accessibility.* Provide an assessment of existing and planned future conditions of access management, site circulation, parking, goods movement delivery and pedestrian, bicycle and transit connectivity to accommodate site demand on the street system. Provide a geometric and pavement design analysis for buildout and construction traffic, including vehicle design and traffic volumes, for all perimeter and approach streets that have an average pavement width of less than 24 feet to the area being developed. Provide a circulation route for construction traffic.
- j. *Thoroughfare Plan street extension.* If the development is required to construct the extension of a street in accordance with the adopted thoroughfare plan, provide an assessment of the buildout traffic impact on adjacent neighborhoods, parks, schools, and historic districts. The assessment and mitigation shall be provided in accordance with an approved Thoroughfare Plan Design and Area Transportation Plan, or using neighborhood protection guidance provided in the ITE *Multimodal Transportation Impact Analysis for Site Development* recommended practice.
- k. *Conclusions and requirements.* Provide a narrative describing mitigation measures, conclusions and recommendations consistent with this section.

II.

THAT the City of New Braunfels Code of Ordinances Section 118-46(y)(8) is amended as follows:

- (8) *Turn lane requirements.* Turn lanes are exclusive deceleration and storage lanes that allow vehicles to turn left and right at intersections outside the through lane. Turn lanes on city streets are required at all driveways and street intersections with buildout traffic turning movements of 500 daily trips or 50 peak hour trips. Turn lanes on the state highway system are required in accordance with the latest TxDOT requirements. The guidelines for the design of turn lanes for city streets and the state highway system shall be in accordance with the latest TxDOT requirements.
- a. The existing and new pavement for turn lane improvements shall be designed based on the development traffic loads and may include rehabilitation. At minimum, a surface course treatment is required for the full improvements including taper and pavement marking area.
 - b. The construction of turn lanes may be limited due to topographic conditions or need to obtain right-of-way from adjacent property owners. The applicant must show that all reasonable efforts have been made to implement turn lanes required by the TIA report or this chapter. This may include relocating driveways or streets to allow for the construction of turn lanes or alternate design options.

III.

THAT the City of New Braunfels Code of Ordinances Section 118-46(y)(9) is hereby created to read:

- (9) *Expiration.* The approval of a TIA worksheet expires two years from the date it is approved by the city. The approval of a TIA report expires three years from the date it is approved by the city if progress toward completion is not being

made, as specified in section 118-22 (e) (1-5), or if the actual buildout year or an actual phase buildout year is greater than two years from what is analyzed in the approved TIA report. Prior to the expiration date, the city engineer may extend the TIA report approval upon application by the developer for one or more year periods.

IV.

THAT all provisions hereof are hereby declared to be severable and if any provisions hereof is declared to be invalid or unconstitutional, such shall not invalidate or affect the remaining provisions hereof which will be and remain in full force and effect.

V.

THAT it is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

VI.

This Ordinance shall become adopted and effective upon its second reading, signature required by City Charter, and filing with the City Secretary's Office. This Ordinance must also be published in a newspaper of general circulation at least one time within ten (10) days after its final passage, as required by the City Charter of the City of New Braunfels.

PASSED AND APPROVED: First reading this the 9th day of February, 2026.

PASSED AND APPROVED: Second reading this the 23rd day of February, 2026.

CITY OF NEW BRAUNFELS, TEXAS

NEAL LINNARTZ, MAYOR

ATTEST:

GAYLE WILKINSON, CITY SECRETARY

APPROVED AS TO FORM:

VALERIA M. ACEVEDO, CITY ATTORNEY

2/23/2026

Agenda Item No. L)

PRESENTER:

Garry Ford, Transportation & Construction Services Director

SUBJECT:

Approval of the second and final reading of an ordinance amending Appendix D of the New Braunfels Code of Ordinances to adopt new fees for Traffic Impact Analysis Services.

DEPARTMENT: Transportation & Construction Services**COUNCIL DISTRICTS IMPACTED:** All**BACKGROUND INFORMATION:****City Council unanimously recommended approval on February 9, 2026.**

A Traffic Impact Analysis (TIA) is a specialized engineering study that evaluates the impact of a new development on the transportation network. It is intended to identify impacts, ensure safety and efficiency, guide decision-making, and establish mitigation measures. A TIA is required for any new development, redevelopment, or change in use that is expected to generate new traffic.

The TIA review process involves the city review of a developer's TIA to ensure a proposed development will not negatively impact the existing transportation network.

In 2023, TIA reviews were primarily conducted by third-party reviewers, who were managed by city staff. TIA review fees were updated in 2023 to cover the city's cost of the specialized engineering review and pass those costs on to the developer. Fees are assessed based on the actual cost determined by the report scope or additional review comments. The fees recover the city's third-party review costs; however, implementing the fee has created issues, including increased review timelines, uncertainty regarding review fees, and failure to account for city staff review.

To address the issues and the preference for city staff to review TIAs while recovering a portion of the third-party review costs, if required by staff resources and workload, the proposed fee adjustments are as follows:

TRAFFIC IMPACT ANALYSIS		
	Current	Proposed
TIA Worksheet	\$100.00	\$240.00
Level 1	Actual cost determined with report scope (at rate billed to the city).	\$2,400.00
Level 2	Actual cost determined with report scope (at rate billed to the city).	\$4,320.00
Level 3	Actual cost determined with report scope (at rate billed to the city).	\$6,240.00
Additional review	Actual cost determined with each additional comment review letter (at rate billed to the city).	\$960.00
Comment review meeting	\$250.00	\$0.00
Revision review	Actual cost determined with revision scope (at rate billed to the city).	Level 1—\$960.00 Level 2—\$1,920.00 Level 3—\$2,880.00
Scoping meeting	\$0.00	\$0.00

The proposed fees are based on an estimated level of effort, taking into account the scope and area of the TIA study, as well as the general costs of third-party reviews.

The cost of third-party reviews is subject to the Texas Professional Services Procurement Act. TIA review is specialized engineering, and the selection of a third-party reviewer is based on qualifications, not the lowest price. The cost of a third-party reviewer is based on the scope of work and a negotiated, fair, and reasonable price. The provider’s contract rates may vary, and professional engineer services rates have increased significantly in recent years.

A review of TIA reviews of comparable cities was conducted; however, the TIA requirements, review process, and fees varied widely across the cities.

STRATEGIC PLAN REFERENCE:

- Economic Mobility Enhanced Connectivity Community Identity
- Organizational Excellence Community Well-Being N/A

FISCAL IMPACT:

Any additional revenue generated by these fee adjustments will be incorporated into the FY 2027 Budget to help offset increased costs and cover unfunded resource needs.

RECOMMENDATION:

Staff recommends approval of the ordinance amending the New Braunfels Code of Ordinances, Appendix D - Fee Schedule by adopting new fees for Traffic Impact Analysis Services.

ORDINANCE NO. 2026-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS, AMENDING APPENDIX D- FEE SCHEDULE OF THE NEW BRAUNFELS CODE OF ORDINANCES BY ADOPTING NEW FEES FOR TRAFFIC IMPACT ANALYSIS SERVICES; PROVIDING A SAVINGS CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, Appendix D – Fee Schedule of the Code of Ordinances of the City of New Braunfels, Texas, provides fees, charges and rates for development-related services provided by the City of New Braunfels; and

WHEREAS, the City Council of New Braunfels, Texas was briefed on fees for cost of traffic impact analysis related services at a meeting on November 17, 2025; and

WHEREAS, the current fees for traffic impact analysis related services do not account for city staff review.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

I.

THAT the findings and recitations set out in the preamble of this Ordinance are found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes.

II.

THAT the City of New Braunfels Code of Ordinances Appendix D – Fee Schedule, shall be amended to hereinafter as follows with strikethrough font indicating deleted language, and additions reflected as underlined language:

APPENDIX D FEE SCHEDULE

Sec. A. Schedule of fees.

TRAFFIC IMPACT ANALYSIS	
TIA Worksheet	\$240.00 ±00.00
Level 1	\$2,400.00 Actual cost determined with report scope (at rate billed to the city):
Level 2	\$4,320.00 Actual cost determined with report scope (at rate billed to the city):
Level 3	\$6,240.00 Actual cost determined with report scope (at rate billed to the city):
Additional review	\$960.00 Actual cost determined with each additional comment review letter (at rate billed to the city):
Comment review meeting	\$0.00 250.00
Revision review	Level 1—\$960.00 Level 2—\$1,920.00 Level 3—\$2,880.00 Actual cost determined with revision scope (at rate billed to the city):
Scoping meeting	\$0.00

III.

THAT all ordinances or parts of ordinances, in conflict herewith are to the extent of such conflict hereby repealed. The balance of such ordinance is hereby saved from repeal.

IV.

This Ordinance shall become adopted and effective upon its second reading, signature required by City Charter, and filing with the City Secretary's Office, except that the effective date of the new fees will be March 30, 2026. This Ordinance must also be published in a newspaper of general circulation at least one time within ten (10) days after its final passage, as required by the City Charter of the City of New Braunfels.

PASSED AND APPROVED: First reading this the 9th day of February, 2026.

PASSED AND APPROVED: Second reading this the ___th day of ___, 2026.

CITY OF NEW BRAUNFELS, TEXAS

NEAL LINNARTZ, MAYOR

ATTEST:

GAYLE WILKINSON, CITY SECRETARY

APPROVED AS TO FORM:

VALERIA M. ACEVEDO, CITY ATTORNEY

2/23/2026

Agenda Item No. A)

PRESENTER:

Christopher J. Looney, AICP, Planning Director

Applicants: Ayo Phillips, and TJ Grossi of Schumann Consulting

Owner: Deborah and Garry Miller

SUBJECT:

Public hearing and first reading of an ordinance requested by Ayo Phillips, and TJ Grossi of Schumann Consulting, on behalf of Deborah and Garry Miller, to rezone approximately 4 acres out of the A M Eznaurizar Survey, Abstract 20, from APD AH (Agricultural/Pre-Development, Airport Hazard Overlay District) to APD AH SUP (Agricultural/Pre-Development, Airport Hazard Overlay District with a Special Use Permit to allow an Assisted Living Facility), currently addressed at 695 Saengerhalle Road.

DEPARTMENT: Neighborhood and Community Planning

COUNCIL DISTRICTS IMPACTED: 2

BACKGROUND INFORMATION:

Case No: SUP25-464

Applicant:

Ayo Phillips

ayo@richseallc.com

Applicant:

TJ Grossi

(708) 203-6660 | tj@schumannconsulting.org

Owner:

Deborah & Garry Miller

(830) 534-3290 | gmliller1948@gmail.com & dgmiller13@yahoo.com

Staff Contact:

Amanda Mushinski, AICP, CNU-A

(830) 221-4056 | amushinski@newbraunfels.gov

The subject 4-acre tract is located on the northwest corner of the intersection of Saengerhalle Road and Kolbe Trail, and approximately ¾ of a mile southwest of the New Braunfels National Airport. It is bordered by APD AH and R-1A-6.6 AH zoning. Adjacent land uses consist of primarily residential properties.

ISSUE:

The applicant requests a Special Use Permit (SUP) to allow an assisted living facility on the subject tract. The purpose of the APD district is to accommodate low-intensity agricultural and rural uses while allowing for orderly development as urban services become available. Assisted living facilities are not an allowed use within the APD zoning district. The applicant is requesting that this additional use be allowed on the subject property.

They believe the tract is well suited for the development of a single-family scale assisted living facility near a residential neighborhood.

Assisted living facilities provide housing and supportive services for individuals who require varying levels of daily assistance while maintaining a residential living environment. These facilities can function at a scale and intensity that differs from traditional multifamily development, with an emphasis on on-site care, limited resident turnover, and managed operations. When located and designed appropriately, assisted living facilities can serve as a transitional residential use that addresses community housing needs for our residents while remaining compatible with surrounding residential and low-intensity development patterns.

Traffic Impact Analysis (TIA): Per adopted ordinance, if a TIA is required, it will be conducted at the Subdivision Platting and/or Building Permit stage, as applicable.

Drainage: Per adopted ordinance, if a drainage study is required, it will be conducted with the Public Infrastructure Construction Plan approval process and/or Building Permit stage, as applicable.

COMPREHENSIVE PLAN REFERENCE:

The request would be consistent with the following actions in Envision New Braunfels:

- **Action 1.3:** Encourage balanced and fiscally responsible land-use patterns.
- **Action 1.6:** Incentivize infill development and redevelopment to take advantage of existing infrastructure.
- **Action 2.1:** Sustain community livability for all ages and economic backgrounds.
- **Action 3.1:** Plan for healthy jobs/housing balance.
- **Action 3.3:** Balance commercial centers with stable neighborhoods.
- **Action 3.6:** Pro actively provide a regulatory framework that remains business and resident friendly.

Future Land Use Plan: The subject property is located within the Oak Creek Sub Area and near an existing Civic Center.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity
Organizational Excellence Community Well-Being N/A

- Economic Mobility - Objective: Support Confluence, the New Braunfels Chamber of Commerce Economic Development Strategic Plan, by helping to ensure a community that supports the targeted industries and increases the diversity of job opportunities in the community.
- Economic Mobility - Objective: Incentivize mixed-use developments and redevelopments in targeted locations to create a built environment with integrated housing, commercial centers, and opportunities for improved connectivity.
- Community Well-Being - Objective: Develop capital and staffing investments that improve safety, reduce heat islands, and encourage transportation modes that support healthier lifestyles and exercise such as biking, walking and running.

FISCAL IMPACT:

The Land Use Fiscal Analysis (LUFA) recommended action is to prioritize infill projects that add people and buildings in areas with existing infrastructure. This will increase tax revenue without significant impacts on services and infrastructure costs and distribute cost burdens across more property owners. An increase in development opportunities from rezoning will allow net positive revenue per acre.

RECOMMENDATION:

Rezoning by applying an SUP provides for a discretionary review process that allows for site-specific evaluation to ensure compatibility with surrounding development, and the ability to impose conditions as appropriate while still requiring compliance with all other applicable standards. The request supports the intent of the APD base zoning district by accommodating a managed residential use while maintaining flexibility for orderly development as urban services become available.

The proposed use is consistent with applicable actions of Envision New Braunfels, including those related to balanced land use patterns, community livability for all ages, and a healthy job-housing balance. Staff recommends approval with the following condition:

- Development of the site shall comply with all applicable Code of Ordinances requirements, including but not limited to buffering, landscaping, access, and site design standards.

While this is required regardless, adding it as a condition would serve as a consistent reminder to the property owner as well as the reviewing entities that there are no additional code deviations.

The Planning Commission held a public hearing on February 3, 2026, and unanimously recommended approval of the applicant's request (8-0-0).

Code of Ordinances Sec. 144-2.1 *Changes and Zoning Amendments:*

(b) *Considerations for approving or denying a zoning change.* In making a determination regarding a requested zoning change, the planning commission and the city council shall consider the following factors:

- (1) Whether the uses permitted by the proposed change will be appropriate in the immediate area concerned, and their relationship to the general area and to the city as a whole;
- (2) Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers, and other utilities to the area;
- (3) How other areas designated for similar development will be, or are likely to be, affected if the proposed amendment is approved;
- (4) Any other factors that will substantially affect the public health, safety, morals, or general welfare; and
- (5) Whether the request is consistent with the comprehensive plan.

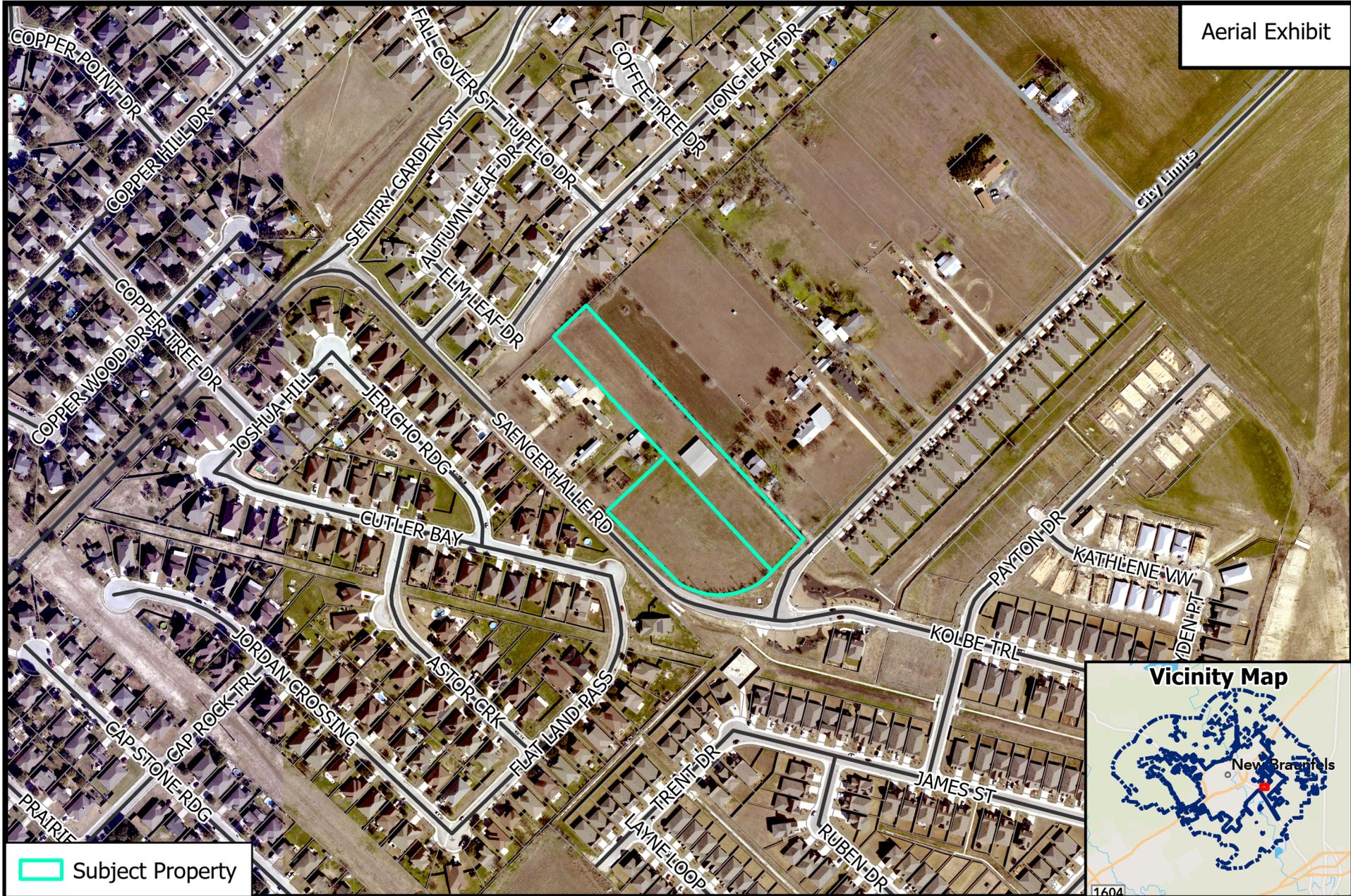
Mailed notification as required by state statute:

Public hearing notices were sent to 30 owners of property within 200 feet of the request. As of the date this agenda was posted, a supermajority vote of City Council is not required to approve the applicant's request.

Resource Links:

- Chapter 144, Sec. 144-3.4-1 (APD) of the City's Code of Ordinances:
[https://library.municode.com/tx/new_braunfels/codes/code_of_ordinances?](https://library.municode.com/tx/new_braunfels/codes/code_of_ordinances?_ga=2.181111111.1734444444.1734444444-1734444444.1734444444)
- Chapter 144, Sec. 3.6 (SUP) of the City's Code of Ordinances:
[https://library.municode.com/tx/new_braunfels/codes/code_of_ordinances?](https://library.municode.com/tx/new_braunfels/codes/code_of_ordinances?_ga=2.181111111.1734444444.1734444444-1734444444.1734444444)

Aerial Exhibit

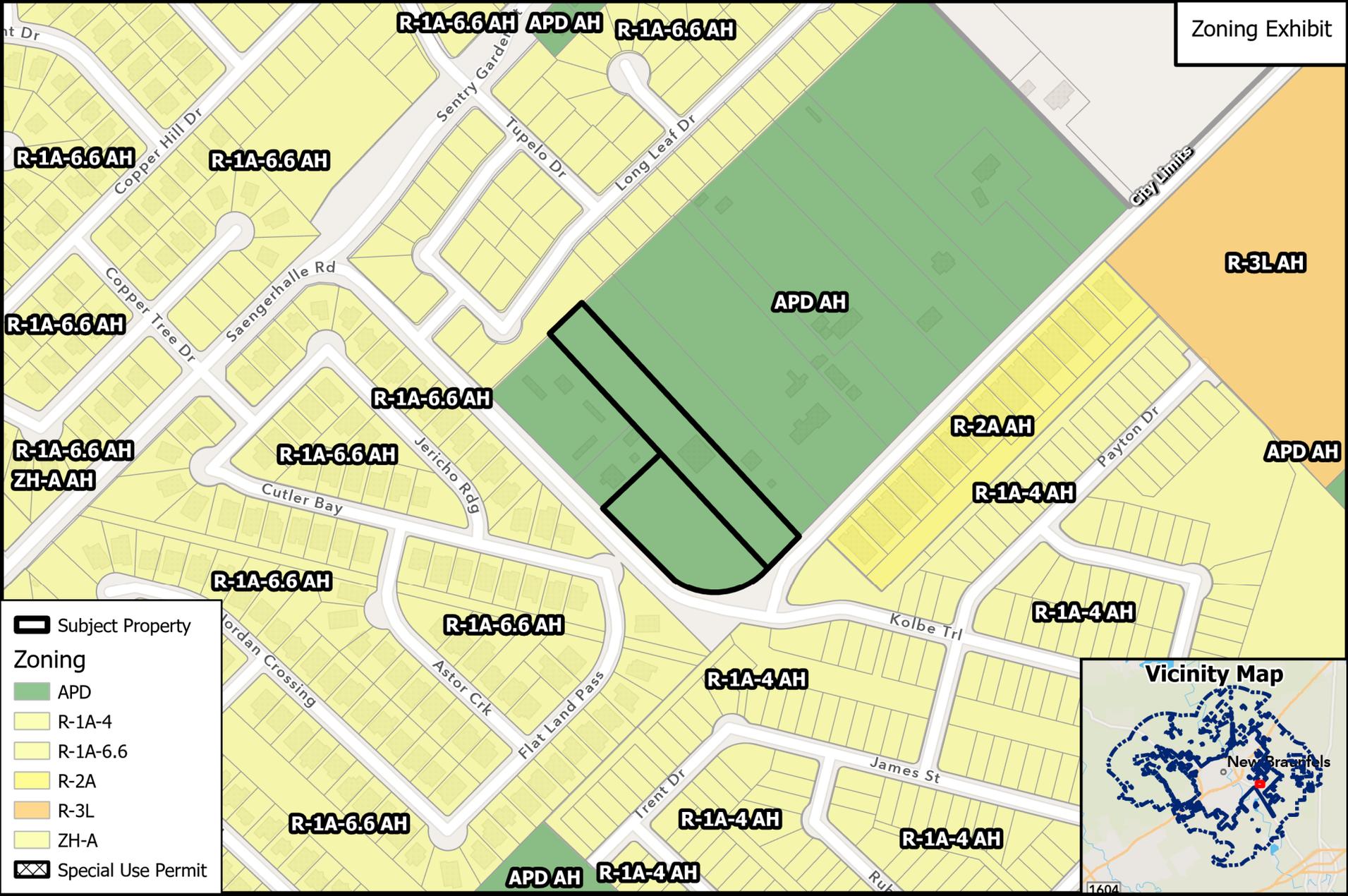


Subject Property



SUP25-464
695 Saengerhalle Rd - SUP for Assisted Living Facility

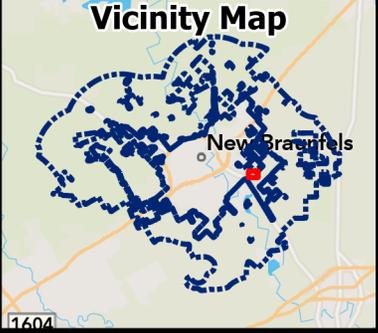




Subject Property

Zoning

- APD
- R-1A-4
- R-1A-6.6
- R-2A
- R-3L
- ZH-A
- Special Use Permit



SUP25-464
695 Saengerhalle Rd - SUP for Assisted Living Facility



TO: City of New Braunfels Planning Staff
555 N Landa Street
New Braunfels, TX 78130

DATE: 12.23.2025

FROM: TJ Grossi (Schumann Consulting)
977 N Live Oak
New Braunfels, TX 78130

SUBJECT: Saengerhalle Assisted Living SUP

Dear Planning Commission and City Staff,

We respectfully submit this letter in support of a Type 1 Special Use Permit request to allow a single-story, residential-style assisted living facility on the property located at 695 Saengerhalle Rd in the City of New Braunfels, Texas. The subject property is currently zoned APD.

The proposed development is designed to be compatible with the surrounding area in both scale and character. The single-story structure will reflect a residential architectural style and is intended to blend seamlessly with nearby properties while providing a low-impact use consistent with the intent of the APD zoning district.

The assisted living facility will serve a growing community need by providing quality housing and care for seniors in a safe, well-managed, and neighborhood friendly environment. The use is expected to generate minimal traffic, noise, and other external impacts and will comply with all applicable development standards, buffering, and operational requirements established by the City.

The property is currently under contract for sale. The potential buyer is looking to acquire and operate this facility if the rezoning (SUP) would allow this use. His desire for this property was that it is adjacent to residential properties and wanting an assisted living facility to be a part of the neighborhood and not in a commercial setting.

Please do not hesitate to contact us should you have any questions or require additional information.

Respectfully,
TJ Grossi
Schumann Consulting, on behalf of the Property Owner

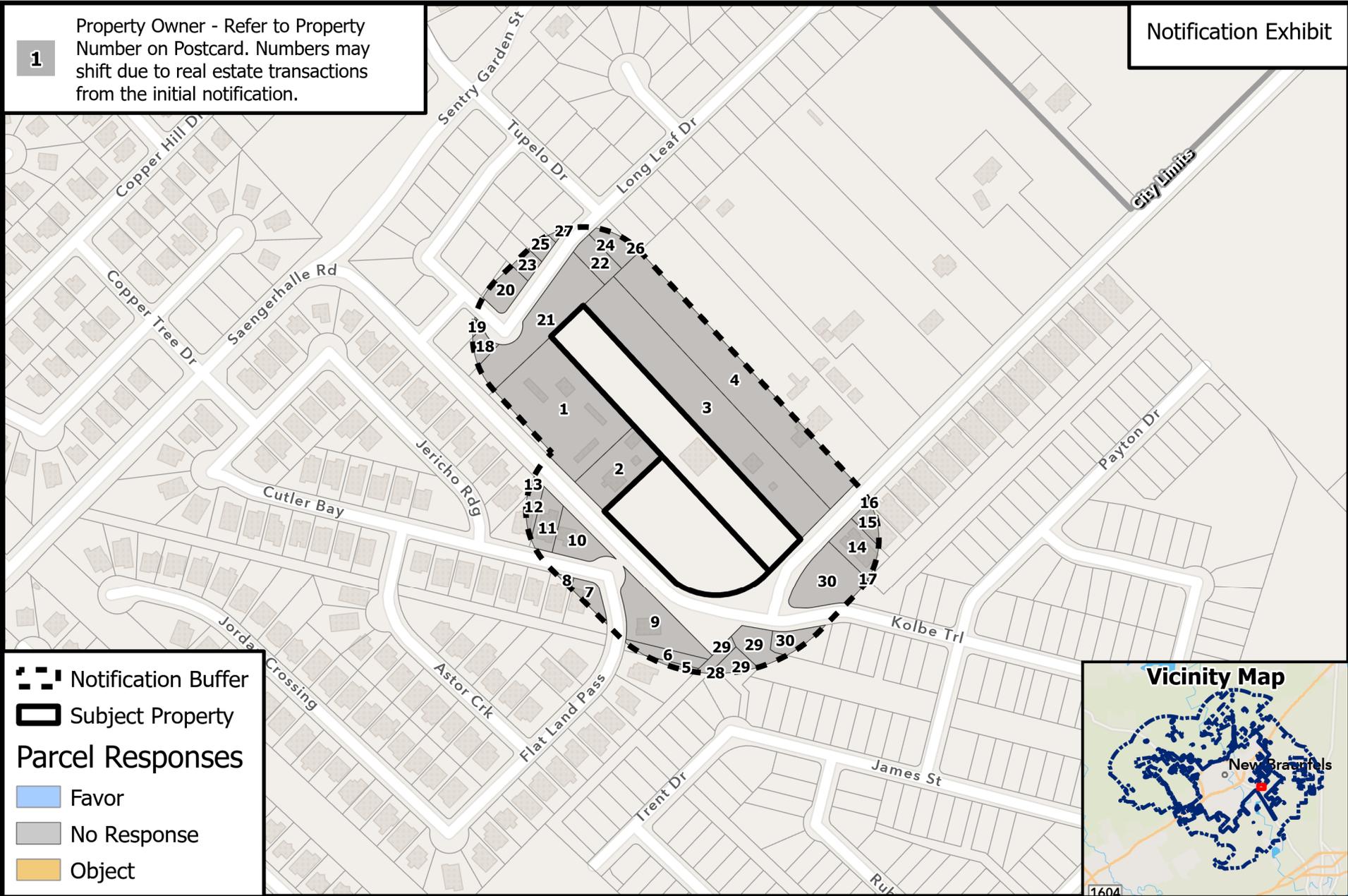


Subject property facing east along Saengerhalle Rd



**Subject property facing north near intersection of
Kolbe Trail and Saengerhalle Road**

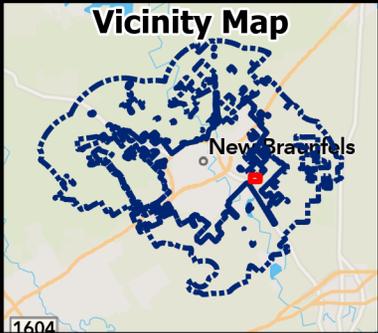
1 Property Owner - Refer to Property Number on Postcard. Numbers may shift due to real estate transactions from the initial notification.



Notification Buffer
Subject Property

Parcel Responses

- Favor
- No Response
- Object



SUP25-464
695 Saengerhalle Rd - SUP for Assisted Living Facility



PLANNING COMMISSION – February 3, 2026 – 6:00PM

City Hall Council Chambers

Applicant: Ayo Phillips and TJ Grossi

Address/Location: 695 SAENGERHALLE RD

SUP25-464

The numbers on the map correspond to the property owners listed below. All information is from the Appraisal District Records. The property under consideration is marked as "Subject Property".

- | | |
|---|---|
| 1. TIMMERMANN JOHN O'NEAL | 18. ROBINSON EUGENE STEVEN & SAVANNAH ABIGAIL |
| 2. MC COY RICHARD J & LORI M | 19. VALDEZ ROBERT NICKIE LUCERO |
| 3. KRUEGER JAMES | 20. NEXPOINT SFR SPE 3 LLC |
| 4. BAERWALD RUDY JR | 21. GROTHUES FINANCIAL LTD |
| 5. MANNING TRAYCI NOELLE & SHANNON RAY MANNING | 22. SCOTT LESLIE |
| 6. CAPROCK ASSOCIATION INC | 23. JUHAS JOSHUA MATTHEW |
| 7. MARTINEZ MONICA MICHELLE | 24. MILLER ROBERT DUANE |
| 8. JASIK ALEC & KARLEIGH JASIK | 25. DELEON MIGUEL JR |
| 9. DAVIED ERIC MICHAEL & YI ZHANG | 26. FLETCHER MISTY ANN & DENNIS W REMMERS JR |
| 10. AKSZTULEWICZ EDWARD J | 27. VELA JOHNNY IV & REBECCA ALISON VELA |
| 11. ALVIZO DIANA | 28. COULTER JEFFREY RYAN & VICTORIA S COULTER |
| 12. RAMIREZ HECTOR G & YOLANDA | 29. SAENGERHALLE MEADOWS HOMEOWNERS ASSOCIATION INC |
| 13. SHAVILL LEE & STEPHANIE HILTON | 30. CONTINENTAL HOMES OF TEXAS LP |
| 14. NYVK FAMILY TRUST DTD DEC 11, 2017 | |
| 15. TINDALL HAYDEN B | |
| 16. WILLIAMS JOHN S | |
| 17. SAENGERHALLE ESTATES HOMEOWNERS ASSOCIATION | |

SEE MAP

Draft Minutes for the February 3, 2026, Planning Commission Regular Meeting

- C) SUP25-464 Public hearing and recommendation to City Council requested by Ayo Phillips, and TJ Grossi of Schumann Consulting, on behalf of Deborah and Garry Miller, of approximately 4 acres out of the A M Eznaurizar Survey, Abstract 20, from APD AH (Agricultural/Pre-Development District, Airport Hazard Overlay) to APD AH SUP (Agricultural/Pre-Development District, Airport Hazard Overlay with a Special Use Permit to allow an Assisted Living Facility), currently addressed at 695 Saengerhalle Road. (Applicant: TJ Grossi; Owner: Deborah & Garry Miller; Case Manager: Amanda Mushinski, Planner, AICP, CNU-A)**

Amanda Mushinski introduced the aforementioned item and recommend approval with the conditions outlined in the staff report.

Chair Sonier asked if there were any questions for staff.

Brief discussion followed on the scope of intended uses as part of the request.

Chair Sonier invited the applicant to speak on the item.

TJ Grossi elaborated on the request discussing project intent, compatibility with the surrounding area, state-regulated unit limits, memory care and related services under the assisted living umbrella, prior experience with similar developments, the proposed conceptual designs, and anticipated traffic impacts.

Brief discussion followed on received written responses from neighboring property owners.

Chair Sonier opened the public hearing and asked if anyone present wished to speak on the item.

Two individuals spoke in favor of the item.

Chair Sonier closed the public hearing.

Chair Sonier asked if there were any further discussion or motion to be made.

Motion by Commissioner Allsup, seconded by Commissioner Nolte, to recommend approval of the item. Motion carried unanimously (8-0-0).

ORDINANCE NO. 2026-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS REZONING APPROXIMATELY 4 ACRES, BEING OUT OF THE A M EZNAURIZAR SURVEY, ABSTRACT 20, CURRENTLY ADDRESSED AT 695 SAENGERHALLE ROAD, FROM APD AH (AGRICULTURAL/PRE-DEVELOPMENT DISTRICT, AIRPORT HAZARD OVERLAY) TO APD AH SUP (AGRICULTURAL/PRE-DEVELOPMENT DISTRICT, AIRPORT HAZARD OVERLAY WITH A SPECIAL USE PERMIT TO ALLOW AN ASSISTED LIVING FACILITY); REPEALING ALL ORDINANCES IN CONFLICT; CONTAINING A SAVINGS CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of New Braunfels has complied with all requirements of notice of public hearing as required by the Zoning Ordinance of the City of New Braunfels; and

WHEREAS, in keeping with the spirit and objectives of a Special Use Permit, the City Council has given due consideration to all components of said permit; and

WHEREAS, the City recognizes that granting such a permit is possible while promoting the health, safety and general welfare of the public, by providing harmony between existing zoning districts and land uses; and

WHEREAS, it is the intent of the City to ensure for the health, safety and general welfare of the public by providing compatible and orderly development, which may be suitable only in certain locations in a zoning district through the implementation of a Special Use Permit meeting those requirements cited in Sections 3.6-2 and 3.6-3, Chapter 144 of the New Braunfels Code of Ordinances; and

WHEREAS, the property is located in an area suitable for an Assisted Living Facility use; and

WHEREAS, the requested rezoning is in accordance with Envision New Braunfels, the City's Comprehensive Plan; and

WHEREAS, the requested rezoning is in accordance with the City's Strategic Plan; and

WHEREAS, the City Council desires to grant a Special Use Permit at 695 Saengerhalle Road, to allow an Assisted Living Facility in the APD AH (Agricultural/Pre-Development District, Airport Hazard Overlay); **now, therefore;**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

SECTION 1

THAT pursuant to Section 1.2-3, Chapter 144 of the New Braunfels Code of Ordinances, the Zoning Map of the City of New Braunfels is revised by adding the following tract of land as a "Special Use Permit" for the uses and conditions herein described:

Being out of the A M Eznaurizar Survey, Abstract 20, being as delineated on Exhibit "A" and depicted on Exhibit "B" attached.

SECTION 2

THAT the Special Use Permit be subject to the following additional conditions:

1. Development of the site shall comply with all applicable Code of Ordinances requirements, including but not limited to buffering, landscaping, access, and site design standards.

SECTION 3

THAT all other ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent that they are in conflict.

SECTION 4

THAT if any provisions of this ordinance shall be held void or unconstitutional, it is hereby provided that all other parts of the same which are not held void or unconstitutional shall remain in full force and effect.

SECTION 5

THIS ordinance will take effect upon the second and final reading in accordance with the provisions of the Charter of the City of New Braunfels.

PASSED AND APPROVED: First reading this 23rd day of February 2026.

PASSED AND APPROVED: Second reading this 9th day of March 2026.

CITY OF NEW BRAUNFELS

NEAL LINNARTZ, Mayor

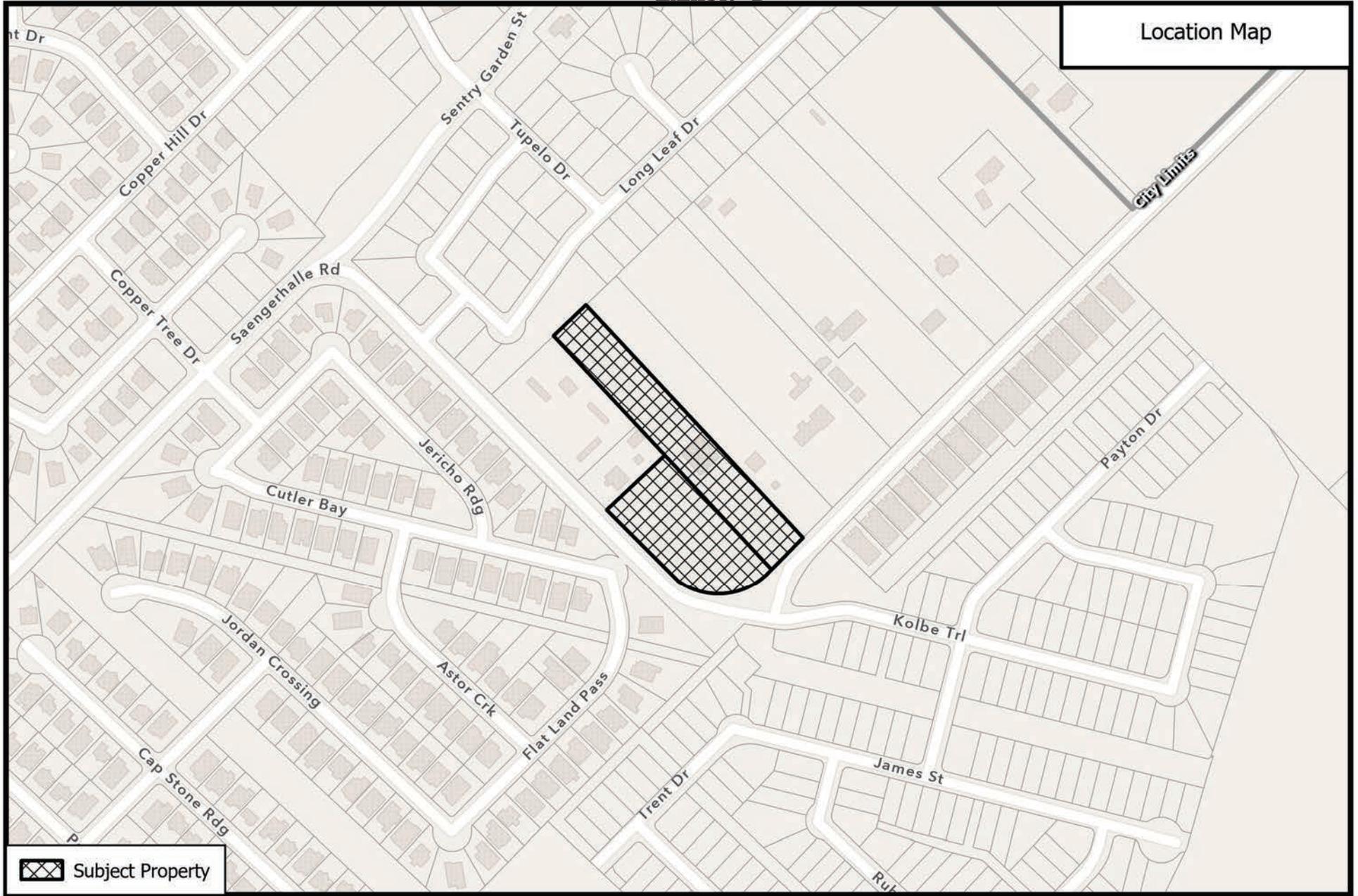
ATTEST:

GAYLE WILKINSON, City Secretary

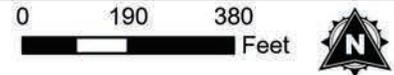
APPROVED AS TO FORM:

VALERIA M. ACEVEDO, City Attorney

Exhibit "B"



SUP25-464 695 Saengerhalle Rd - SUP for Assisted Living Facility



2/23/2026

Agenda Item No. B)

PRESENTER:

Christopher J. Looney, AICP, Planning Director

Applicant: Marl Mott, MLM Trust

Owner/Agent: David Durham, Outpost Partners

SUBJECT:

Public hearing and first reading of an ordinance, requested by Mark Mott, on behalf of MLM Trust, to rezone approximately 0.73 of an acre out of the Koehler Subdivision, Lot 1B, from APD (Agricultural/Pre-Development District) to M-1A (Light Industrial District), currently addressed at 190 Old Engel Road.

DEPARTMENT: Neighborhood and Community Planning

COUNCIL DISTRICTS IMPACTED: 1

BACKGROUND INFORMATION:

Case Number: PZ25-0454

Applicant: Mark Mott, MLM Trust
(210) 834-4815 / marklmott@gmail.com

Owner/Agent: David Durham, Outpost Partners
(361) 813-8571 / david@outpostpartners.co

Staff Contact: Mary Lovell, AICP, CNU-A
(830) 221-4051 / mlovell@newbraunfels.gov

The subject property is approximately 0.73 of an acre on the west side of Old Engel Road, approximately 400 feet south of Interstate Highway 35. The applicant is requesting a change in zoning from APD (Agricultural/Pre-development District) to M-1A (Light Industrial District).

The subject property is bordered by APD to the north, south, and west. Properties to the east are zoned APD and M-1A. Adjacent land uses consist of residential, open space, and light industrial.

ISSUE:

The property is currently being used for a welding shop. The applicant indicated that he would like to transition to a new business model consisting of light assembly and the warehouse storage of recycling containers.

COMPREHENSIVE PLAN REFERENCE:

M-1A at this location is consistent with the following actions from Envision New Braunfels:

- **Action 1.3:** Encourage balanced and fiscally responsible land use patterns.
- **Action 1.6:** Incentivize infill development and redevelopment to take advantage of existing infrastructure.
- **Action 1.8:** Concentrate future investment in industrial and employment centers near existing and emerging hubs, such as the airport, and along existing high-capacity transportation networks, such as

Interstate Highway 35.

- **Action 3.1:** Plan for a healthy jobs/ housing balance.
- **Action 3.3:** Balance commercial centers with stable neighborhoods.

Future Land Use Plan: The subject property is located within the Oak Creek Sub Area, and near existing and future Employment Centers. The property is along the I-35 corridor.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity
Organizational Excellence Community Well-Being N/A

- **Economic Mobility:** Incentivize mixed-use developments and redevelopments in targeted locations to create a built environment with integrated housing, commercial centers, and opportunities for improved connectivity.
- **Economic Mobility:** Support Confluence, the New Braunfels Chamber of Commerce Economic Development Strategic Plan, by helping to ensure a community that supports the targeted industries and increases the diversity of job opportunities in the community.

FISCAL IMPACT:

The rezoning request is in alignment with the following recommendations and strategies of the Land Use Fiscal Analysis:

- Continuing to provide a balance of high-quality small commercial buildings and businesses and larger, more autocentric businesses that draw employees and customers from a broader area is important to keeping New Braunfels' economy healthy.
- Prioritize infill projects that add people and buildings in areas with existing infrastructure. This will increase revenue to provide service delivery without significant impacts on infrastructure costs and distribute cost burdens across more home/business owners.

Traffic Impact Analysis (TIA): The Traffic Impact Analysis Determination states that only a Traffic Worksheet is required.

Drainage: Per adopted ordinance, if a drainage study is required, it will be conducted with the Public Infrastructure Construction Plan approval process and/or Building Permit stage, as applicable.

Utilities: As part of the routine intake review process, the water provider for the subject site, NBU (New Braunfels Utilities), reviewed the proposed zoning change request and has responded with no comments.

RECOMMENDATION:

Approval. M-1A at this location would allow development that aligns with Envision New Braunfels, the Strategic Plan, and the Land Use Fiscal Analysis.

Mailed notification as required by state statute:

Public hearing notices were sent to owners of 7 properties within 200 feet of the request. To date, no responses have been received.

The Planning Commission held a public hearing on February 3, 2026, and unanimously recommended approval of the applicant's request (8-0-0).

Code of Ordinances Sec. 144-2.1 *Changes and Zoning Amendments:*

-
- (b) *Considerations for approving or denying a zoning change.* In making a determination regarding a requested zoning change, the planning commission and the city council shall consider the following factors:
- (1) Whether the uses permitted by the proposed change will be appropriate in the immediate area concerned, and their relationship to the general area and to the city as a whole;
 - (2) Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers, and other utilities to the area;
 - (3) How other areas designated for similar development will be, or are likely to be, affected if the proposed amendment is approved;
 - (4) Any other factors that will substantially affect the public health, safety, morals, or general welfare; and
 - (5) Whether the request is consistent with the comprehensive plan.

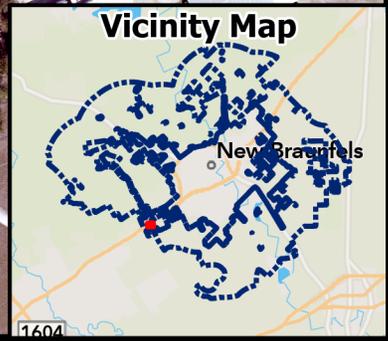
Resource Links:

- Chapter 144, Sec. 3.4-1 (APD) of the City’s Code of Ordinances:
https://library.municode.com/tx/new_braunfels/codes/code_of_ordinances?
- Chapter 144, Sec. 3.4-18 (M-1A) of the City’s Code of Ordinances:
https://library.municode.com/tx/new_braunfels/codes/code_of_ordinances?

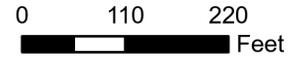
Aerial Exhibit

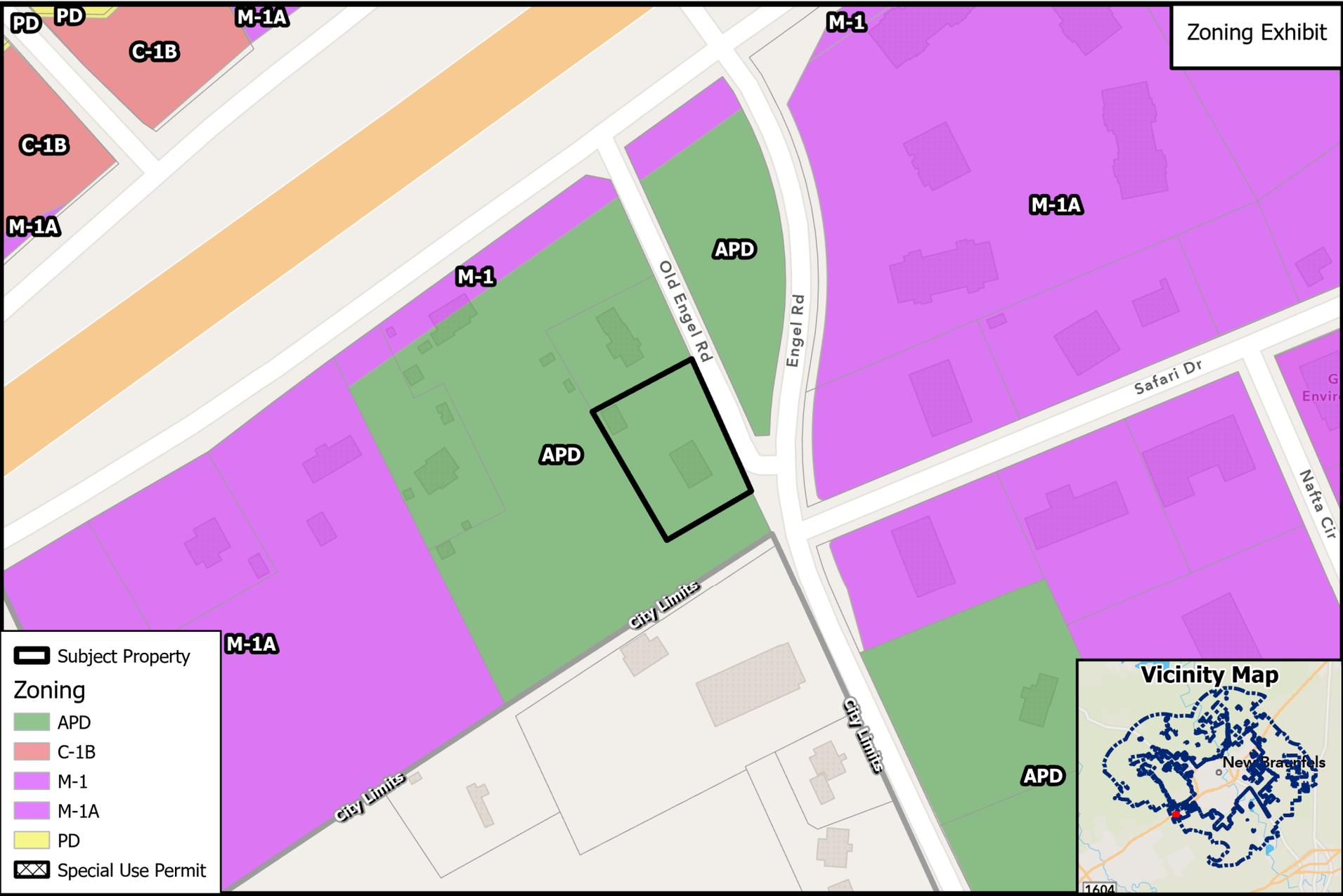


Subject Property



PZ25-0454
190 Old Engel Rd - APD to M-1A

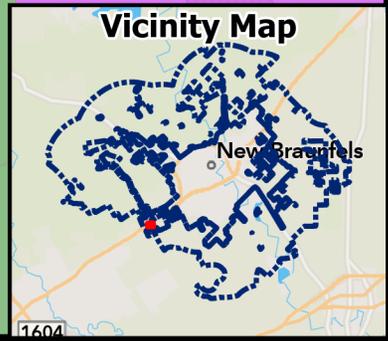




Subject Property

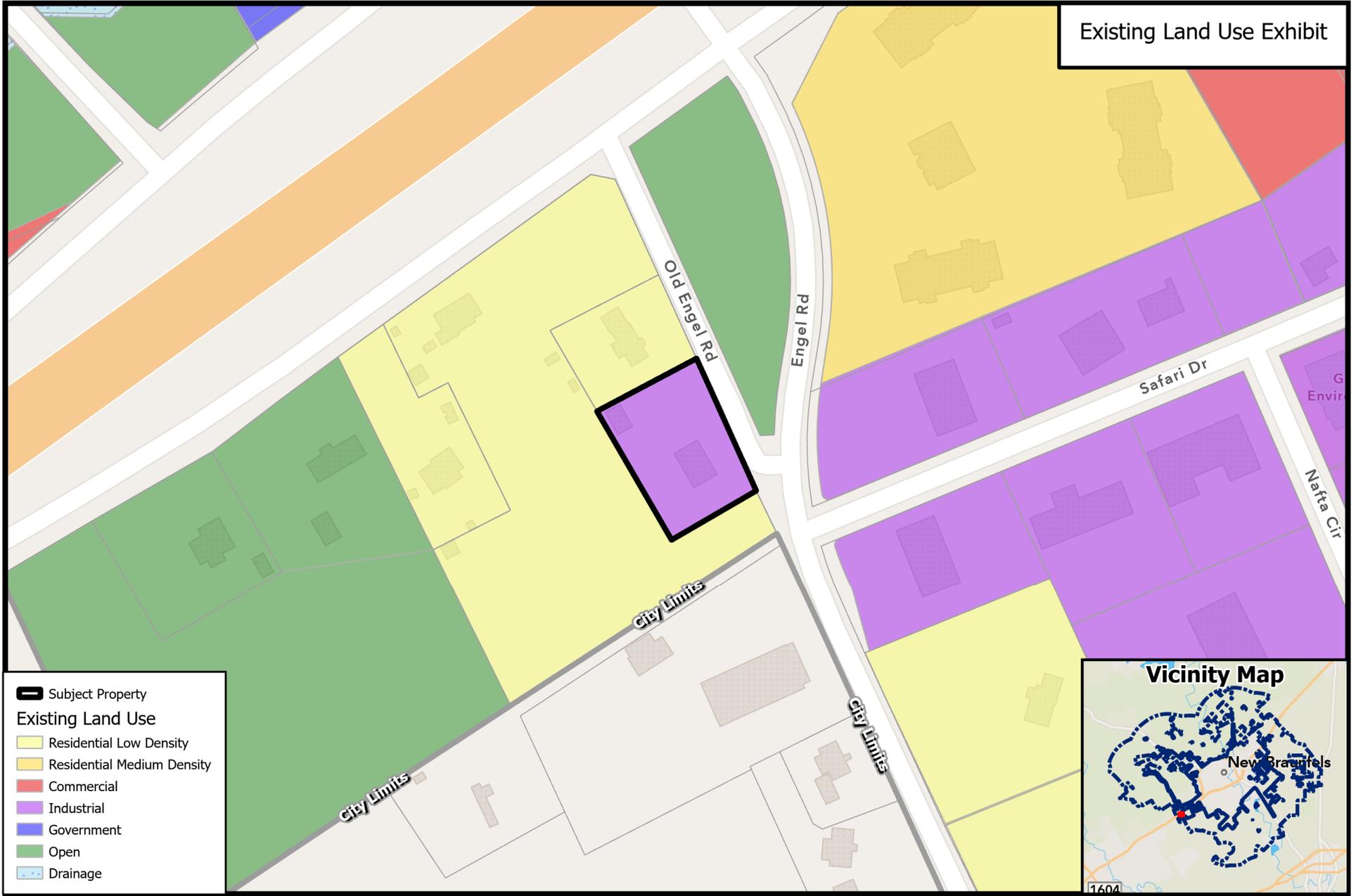
Zoning

- APD
- C-1B
- M-1
- M-1A
- PD
- Special Use Permit



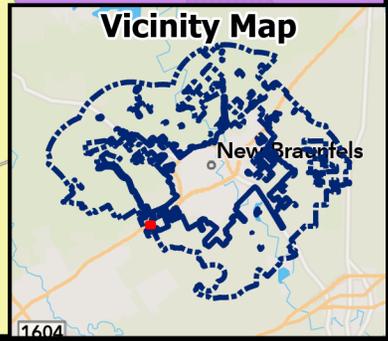
PZ25-0454
190 Old Engel Rd - APD to M-1A





Existing Land Use Exhibit

- Subject Property
- Existing Land Use**
- Residential Low Density
- Residential Medium Density
- Commercial
- Industrial
- Government
- Open
- Drainage



PZ25-0454
190 Old Engel Rd - APD to M-1A



Path: L:\Boards and Commissions\ZoneChange & SUPs\2026\PZ25-0454 -190 Old Engel Rd -

Source: City of New Braunfels Planning
 Date: 1/21/2026

DISCLAIMER: This map and information contained in it were developed exclusively for use by the City of New Braunfels. Any use or reliance on this map by else is at that party's risk and without liability to the City of New Braun officials or employees for any discrepancies, errors, or variances which may

Land Use	Existing	Proposed
	APD	M-1A
Accessory building/structure (see section 144-5.4)	P	
Accessory dwelling (one accessory dwelling per lot)	P	
Accounting, auditing, bookkeeping, and tax preparations		P
Acid manufacture		
Adult day care (no overnight stay)		
Adult day care (with overnight stay)		
Aircraft support and related services		P
Airport		P
All-terrain vehicle (ATV) dealer/sales		P
Ambulance service (private)		P
Amphitheaters (outdoor live performances)		P
Amusement devices/arcade (four or more devices)		P
Amusement services or venues (indoors) (see section 144-5.13)		P
Amusement services or venues (outdoors)		P
Animal grooming shop		P
Answering and message services		P
Antique shop		P
Appliance repair		P
Archery range		P
Armed services recruiting center		P
Art dealer/gallery		P
Artist or artisans studio		P
Assembly/exhibition hall or areas		P
Assisted living facility/retirement home		
Athletic fields		P
Auction sales (non-vehicle)		P
Auto body repair, garages (see section 144-5.11)		P
Auto glass repair/tinting (see section 144-5.11)		P
Auto interior shop/upholstery (see section 144-5.11)		P
Auto leasing		P
Auto muffler shop (see section 144-5.11)		P
Auto or trailer sales rooms or yards (see section 144-5.12)		P
Auto or truck sales rooms or yards—Primarily new (see section 144-5.12)		P
Auto paint shop		P
Auto repair as an accessory use to retail sales		P
Auto repair garage (general) (see section 144-5.11)		P
Auto supply store for new and factory rebuilt parts		P
Auto tire repair/sales (indoor)		P
Auto wrecking yards		
Automobile driving school (including defensive driving)		P
Bakery (retail)		P
Bank, savings and loan, or credit union		P
Bar/tavern (no outdoor music)		P
Bar/tavern		P
Barber/beauty college (barber or cosmetology school or college)		P
Barns and farm equipment storage (related to agricultural uses)	P	P
Battery charging station		P

Land Use	Existing	Proposed
	APD	M-1A
Bed and breakfast inn (see section 144-5.6)		
Bicycle sales and/or repair		P
Billiard/pool facility		P
Bingo facility		P
Bio-medical facilities		P
Blacksmith or wagon shops		P
Blooming or rolling mills		
Boarding house/lodging house		
Book binding		P
Book store		P
Bottling or distribution plants (milk)		P
Bottling works		P
Bowling alley/center (see section 144-5.13)		P
Breweries/distilleries and manufacture of alcohol and alcoholic beverages		
Broadcast station (with tower) (see section 144-5.7)		P
Bulk storage of gasoline, petroleum products, liquefied petroleum and flammable liquids (see section 5.27)		
Bus barns or lots		P
Bus passenger stations		P
Cabin or cottage (rental)		
Cabin or cottage (rental for more than 30 days)		
Cafeteria/cafe/delicatessen		P
Campers' supplies		P
Campgrounds		
Canning/preserving factories		
Car wash (self-service; automated)		P
Car wash, full service (detail shop)		P
Carpenter, cabinet, or pattern shops		P
Carpet cleaning establishments		P
Caterer		P
Cement, lime, gypsum or plaster of Paris manufacture		
Cemetery and/or mausoleum	P	P
Check cashing service		P
Chemical laboratories (e.g., ammonia, bleaching powder)		
Chemical laboratories (not producing noxious fumes or odors)		P
Child day care/children's nursery (business)		
Church/place of religious assembly	P	P
Cider mills		
Civic/conference center and facilities		P
Cleaning, pressing and dyeing (non-explosive fluids used)		P
Clinic (dental)		P
Clinic (emergency care)		P
Clinic (medical)		P
Club (private)		P
Coffee shop		P
Cold storage plant		P
Commercial amusement concessions and facilities		P

Land Use	Existing	Proposed
	APD	M-1A
Communication equipment—Installation and/or repair		P
Community building (associated with residential uses)		P
Community home (see definition)	P	
Computer and electronic sales		P
Computer repair		P
Concrete or asphalt mixing plants—Permanent		
Concrete or asphalt mixing plants—Temporary		
Confectionery store (retail)		P
Consignment shop		P
Contractor's office/sales, with outside storage including vehicles		P
Contractor's temporary on-site construction office	P	
Convenience store with gas sales		P
Convenience store without gas sales		P
Cotton ginning or baling works		
Country club (private)	P	P
Credit agency		P
Crematorium		P
Curio shops		P
Custom work shops		P
Dance hall/dancing facility (see section 144-5.13)		P
Day camp		P
Department store		P
Distillation of bones		
Dormitory (in which individual rooms are for rental)		
Drapery shop/blind shop		P
Driving range		P
Drug store/pharmacy		P
Duplex/two-family/duplex condominiums		
Electrical generating plant		
Electrical repair shop		P
Electrical substation		P
Electronic assembly/high tech manufacturing		P
Electroplating works		P
Enameling works		
Engine repair/motor manufacturing re-manufacturing and/or repair		P
Explosives manufacture or storage		
Exterminator service		P
Fairground		P
Family home adult care	P	
Family home child care	P	
Farmers market (produce market—wholesale)	P	P
Farms, general (crops) (see chapter 6 and section 144-5.9)	P	P
Farms, general (livestock/ranch) (see chapter 6 and section 144-5.9)	P	P
Feed and grain store		P
Fertilizer manufacture and storage		
Filling station (gasoline tanks must be below the ground)		P
Florist		P

Land Use	Existing	Proposed
	APD	M-1A
Flour mills, feed mills, and grain processing	P	
Food or grocery store with gasoline sales		P
Food or grocery store without gasoline sales		P
Food processing (no outside public consumption)		P
Forge (hand)		P
Forge (power)		P
Fraternal organization/civic club (private club)		P
Freight terminal, rail/truck (when any storage of freight is wholly outside an enclosed building)		P
Freight terminal, truck (all storage of freight in an enclosed building)		P
Frozen food storage for individual or family use		P
Funeral home/mortuary		P
Furniture manufacture		P
Furniture sales (indoor)		P
Galvanizing works		P
Garbage, offal or dead animal reduction or dumping		
Garden shops and greenhouses		P
Gas manufacture		
Gas or oil wells		
Golf course (public or private)	P	P
Golf course (miniature)		P
Government building or use with no outside storage (outside storage allowed in M-2 and M-2A)	P	P
Grain elevator	P	
Greenhouse (commercial)		P
Handicraft shop		P
Hardware store		P
Hay, grain, and/or feed sales (wholesale)	P	
Health club (physical fitness; indoors only)		P
Heating and air-conditioning sales/services		P
Heavy load (farm) vehicle sales/repair (see section 144-5.14)		P
Heavy manufacturing		
Heliport		P
Hides/skins (tanning)		
Home occupation (see section 144-5.5)	P	
Home repair and yard equipment retail and rental outlets		P
Hospice		
Hospital, general (acute care/chronic care)		P
Hospital, rehabilitation		P
Hotel/motel		P
Hotels/motels—Extended stay (residence hotels)		
Ice delivery stations (for storage and sale of ice at retail only)		P
Ice plants		P
Indoor or covered sports facility		
Industrial laundries		P
Iron and steel manufacture		
Junkyards, including storage, sorting, baling or processing of rags		
Kiosk (providing a retail service)		P
Laboratory equipment manufacturing		P

Land Use	Existing	Proposed
	APD	M-1A
Laundromat and laundry pickup stations		P
Laundry, commercial (without self-serve)		P
Laundry/dry cleaning (drop off/pick up)		P
Laundry/washateria (self-serve)		P
Lawnmower sales and/or repair		P
Leather products manufacturing		P
Light manufacturing		P
Limousine/taxi service		P
Livestock sales/auction	P	
Locksmith		P
Lumber mill		
Lumberyard (see section 144-5.15)		P
Lumberyard or building material sales (see section 144-5.15)		P
Machine shop		P
Maintenance/janitorial service		P
Major appliance sales (indoor)		P
Manufacture of carbon batteries		
Manufacture of paint, lacquer, oil, turpentine, varnish, enamel, etc.		
Manufacture of rubber, glucose, or dextrin		
Manufactured home—HUD Code compliant (see Texas Occupations Code ch. 1201)		
Manufactured home park—HUD Code compliant (see Texas Occupations Code ch. 1201)		
Manufactured home subdivision—HUD Code compliant (see Texas Occupations Code ch. 1201)		
Manufactured home sales		P
Manufacturing and processes		P
Manufacturing processes not listed		P
Market (public, flea)		P
Martial arts school		P
Meat or fish packing/storage plants		
Medical supplies and equipment		P
Metal fabrication shop		P
Micro brewery (onsite mfg. and/or sales)		P
Micro distillery (onsite mfg. and/or sales)		P
Mini-warehouse/self-storage units (no boat and RV storage permitted)		P
Mini-warehouse/self-storage units with outside boat and RV storage		P
Monument, gravestone, or marble works (manufacture)		
Motion picture studio, commercial film		P
Motion picture theater (indoors)		P
Motion picture theater (outdoors, drive-in)		P
Motorcycle dealer (primarily new/repair)		P
Moving storage company		P
Moving, transfer, or storage plant		P
Multifamily (apartments/condominiums)		
Museum		P
Natural resource extraction and mining		
Needlework shop		P
Nonbulk storage of gasoline, petroleum products and liquefied petroleum		P
Nursing/convalescent home/sanitarium		

Land Use	Existing	Proposed
	APD	M-1A
Offices, brokerage services		P
Offices, business or professional		P
Offices, computer programming and data processing		P
Offices, consulting		P
Offices, engineering, architecture, surveying or similar		P
Offices, health services		P
Offices, insurance agency		P
Offices, legal services, including court reporting		P
Offices, medical offices		P
Offices, real estate		P
Offices, security/commodity brokers, dealers, exchanges and financial services		P
Oil compounding and barreling plants		
One-family dwelling, detached	P	
Outside storage (as primary use)		P
Paint manufacturing		
Paper or pulp manufacture		
Park and/or playground (private and public)	P	P
Parking lots (for passenger car only) (not as incidental to the main use)		P
Parking structure/public garage		P
Pawn shop		P
Personal services		P
Personal watercraft sales (primarily new/repair)		P
Pet shop/supplies (less than 10,000 sq. ft.)		P
Pet store (over 10,000 sq. ft.)		P
Petroleum or its products (refining of)		
Photo engraving plant		P
Photographic printing/duplicating/copy shop or printing shop		P
Photographic studio (no sale of cameras or supplies)		P
Photographic supply		P
Plant nursery (no retail sales on site)	P	P
Plant nursery (retail sales/outdoor storage)		P
Plastic products molding/reshaping		P
Plumbing shop		P
Portable building sales		P
Poultry killing or dressing for commercial purposes		
Propane sales (retail)		P
Public recreation/services building for public park/playground areas		P
Publishing/printing company (e.g., newspaper)		P
Quick lube/oil change/minor inspection		P
Radio/television shop, electronics, computer repair		P
Railroad roundhouses or shops		
Rappelling facilities		P
Recreation buildings (private)		P
Recreation buildings (public)	P	P
Recycling kiosk		P
Refreshment/beverage stand		P
Rental or occupancy for less than one month (see section 144-5.17)		

Land Use	Existing	Proposed
	APD	M-1A
Research lab (non-hazardous)		P
Residential use in buildings with non-residential uses permitted in the district		
Restaurant/prepared food sales		P
Restaurant with drive-through service		P
Retail store and shopping center without drive-through service (50,000 sq. ft. bldg. or less)		P
Retail store and shopping center with drive-through service (50,000 sq. ft. bldg. or less)		P
Retail store and shopping center (more than 50,000 sq. ft. bldg.)		P
Retirement home/home for the aged		
Rock crushers and rock quarries		
Rodeo grounds	P	P
RV park		
RV/travel trailer sales		P
Sand/gravel sales (storage or sales)		
School, K-12 public or private	P	P
School, vocational (business/commercial trade)		P
Security monitoring company (no outside storage or installation)		P
Security systems installation company		P
Sexually oriented business (see chapter 18)		
Sheet metal shop		P
Shoe repair shops		P
Shooting gallery—Indoor (see section 144-5.13)		P
Shooting range—Outdoor (see section 144-5.13)		
Shopping center		P
Sign manufacturing/painting plant		P
Single-family industrialized home (see section 144-5.8)	P	
Smelting of tin, copper, zinc or iron ores		
Specialty shops in support of project guests and tourists		P
Stables (as a business) (see chapter 6)	P	
Stables (private, accessory use) (see chapter 6)	P	
Steel furnaces		
Stockyards or slaughtering		
Stone/clay/glass manufacturing		P
Storage—Exterior storage for boats and recreational vehicles		P
Storage in bulk		P
Structural iron or pipe works		
Studio for radio or television, without tower (see zoning district for tower authorization)		P
Studios (art, dance, music, drama, reducing, photo, interior decorating, etc.)		P
Sugar refineries		
Tailor shop (see home occupation)		P
Tar distillation or manufacture		
Tattoo or body piercing studio		P
Taxidermist		P
Telecommunications towers/antennas (see section 144-5.7)		
Telemarketing agency		P
Telephone exchange buildings (office only)		P
Tennis court (commercial)		P
Theater (non-motion picture; live drama)		P

Land Use	Existing	Proposed
	APD	M-1A
Tire sales (outdoors)		P
Tool rental		P
Townhouse (attached)		
Transfer station (refuse/pick-up)		P
Travel agency		P
Truck or transit terminal		P
Truck stop		
Tuber entrance and takeout facilities (see section 144-5.13)		
University or college (public or private)		P
Upholstery shop (non-auto)		P
Used or second hand merchandise/furniture store		P
Vacuum cleaner sales and repair		P
Vehicle storage facility		
Veterinary hospital (no outside animal runs or kennels)		P
Veterinary hospital (with outdoor animal runs or kennels that may not be used between the hours of 9:00 p.m. and 7:00 a.m.)		P
Video rental/sales		P
Warehouse/office and storage/distribution center		P
Waterfront amusement facilities—Berthing facilities sales and rentals		P
Waterfront amusement facilities—Boat fuel storage/dispensing facilities		P
Waterfront amusement facilities—Boat landing piers/launching ramps		P
Waterfront amusement facilities—Swimming/wading pools/bathhouses		P
Water storage (surface, underground or overhead), water wells and pumping stations that are part of a public or municipal system	P	P
Welding shop		P
Wholesale sales offices and sample rooms		P
Wire or rod mills		
Wood distillation plants (charcoal, tar, turpentine, etc.)		
Woodworking shop (ornamental)		P
Wool scouring		
Zero lot line/patio homes		

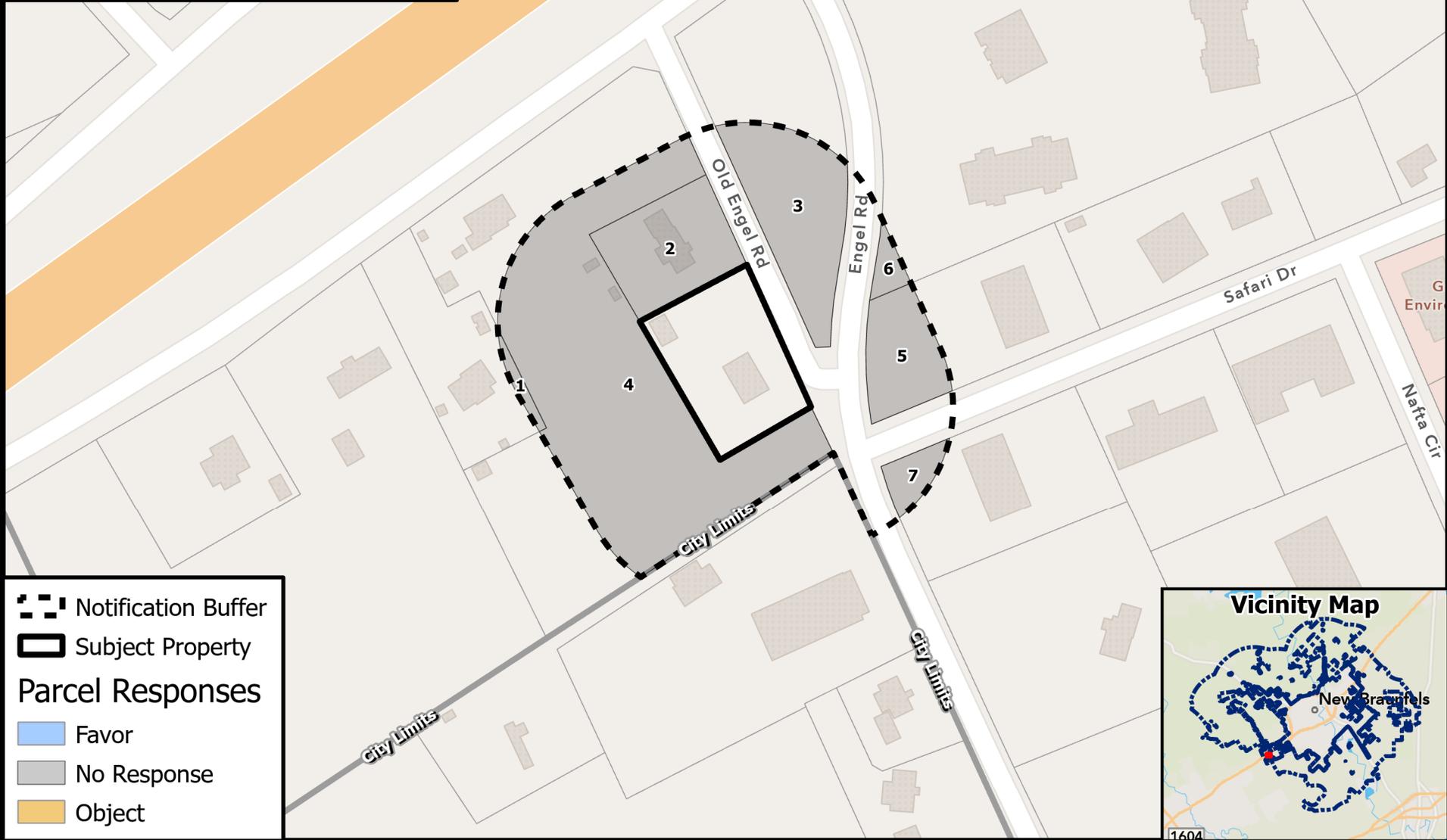


190 Old Engel Road



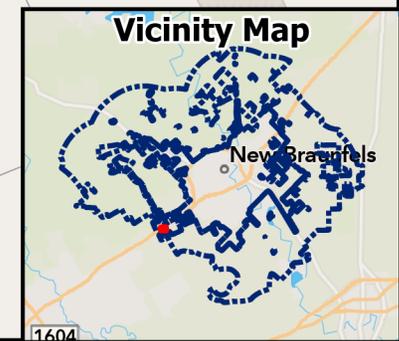
View to the north towards IH 35

1 Property Owner - Refer to Property Number on Postcard. Numbers may shift due to real estate transactions from the initial notification.

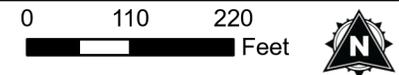


Parcel Responses

- Notification Buffer
- Subject Property
- Favor
- No Response
- Object



PZ25-0454
190 Old Engel Rd - APD to M-1A



PLANNING COMMISSION – FEBRUARY 3, 2026– 6:00PM

City Hall Council Chambers

Applicant: Mark Mott

Address/Location: 190 Old Engel Rd

Case # PZ25-0454

The numbers on the map correspond to the property owners listed below. All information is from the Appraisal District Records. The property under consideration is marked as "Subject Property".

- | | |
|-------------------------------------|----------------------------------|
| 1. ROSILES JAIME A & FLORES MARIA I | 5. W P & A P LTD |
| 2. WETZ SANDRA G | 6. RESERVE AT ENGEL ROAD LLC |
| 3. COMAL COUNTY OF | 7. ELITE MECHANICAL OF TEXAS INC |
| 4. GUNNARSON K | |

SEE MAP

Draft Minutes for the February 3, 2026, Planning Commission Regular Meeting

D) PZ25-0454 Public hearing and recommendation to City Council, at the request of Mark Mott, on behalf of MLM Trust, to rezone approximately 0.73 of an acre out of the Koehler Subdivision, Lot 1B, from APD (Agricultural/Pre-Development District) to M-1A (Light Industrial District), currently addressed at 190 Old Engel Road. (Applicant: Mark Mott, MLM Trust; Owner/Agent: David Durham, Outpost Partners; Case Manager: Mary Lovell, Senior Planner, AICP, CNU-A)

Mary Lovell introduced the aforementioned item and recommended approval.

Chair Sonier asked if there were any questions for staff.

No one spoke.

Chair Sonier invited the applicant to speak on the item.

David Durham elaborated on the request discussing the existing zoning and past use of the property, and compatibility with neighboring properties.

Chair Sonier opened the public hearing and asked if anyone present wished to speak on the item.

No one spoke.

Chair Sonier closed the public hearing.

Chair Sonier asked if there were any further discussion or motion to be made.

Motion by Vice-Chair Taylor, seconded by Commissioner Allsup, to recommend approval of the item with staff recommendations to City Council. Motion carried unanimously (8-0-0).

ORDINANCE NO. 2026-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS REZONING APPROXIMATELY 0.73 ACRES, BEING KOEHLER SUBDIVISION, LOT 1B, CURRENTLY ADDRESSED AT 190 OLD ENGEL ROAD, FROM APD (AGRICULTURAL/PRE-DEVELOPMENT DISTRICT) TO M-1A (LIGHT INDUSTRIAL DISTRICT); REPEALING ALL ORDINANCES IN CONFLICT; CONTAINING A SAVINGS CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of New Braunfels has complied with all requirements of notice of public hearing as required by the Zoning Ordinance of the City of New Braunfels; and

WHEREAS, in keeping with the spirit and objectives of the M-1A (Light Industrial District), the City Council has given due consideration to all components of said district; and

WHEREAS, the rezoning is in compliance with the Future Land Use Plan; and

WHEREAS, it is the intent of the City Council to provide harmony between existing zoning districts and proposed land uses; and

WHEREAS, the requested rezoning is in accordance with Envision New Braunfels, the City's Comprehensive Plan;

WHEREAS, the requested rezoning is in accordance with the City's Strategic Plan;

WHEREAS, the City Council desires to amend the Zoning Map by changing the zoning of approximately 0.73 of an acre out of the Koehler Subdivision, Lot 1B, currently addressed at 190 Old Engel Road, from APD (Agricultural/Pre-Development District) to M-1A (Light Industrial District); and

now, therefore;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

SECTION 1

THAT pursuant to Section 1.2-3, Chapter 144 of the New Braunfels Code of Ordinances, the Zoning Map of the City of New Braunfels is revised by rezoning the following tract of land from APD (Agricultural/Pre-Development District) to M-1A (Light Industrial District):

Approximately 0.73 of an acre, Koehler Subdivision, Lot 1B, as delineated on Exhibit "A" and described in Exhibit "B", attached.

SECTION 2

THAT all other ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent that they are in conflict.

SECTION 3

THAT if any provisions of this ordinance shall be held void or unconstitutional, it is hereby provided that all other parts of the same which are not held void or unconstitutional shall remain in full force and effect.

SECTION 4

THIS ordinance will take effect upon the second and final reading in accordance with the provisions of the Charter of the City of New Braunfels.

PASSED AND APPROVED: First reading this 23rd day of February, 2026.

PASSED AND APPROVED: Second reading this 9th day of March, 2026.

CITY OF NEW BRAUNFELS

NEAL LINNARTZ, Mayor

ATTEST:

GAYLE WILKINSON, City Secretary

APPROVED AS TO FORM:

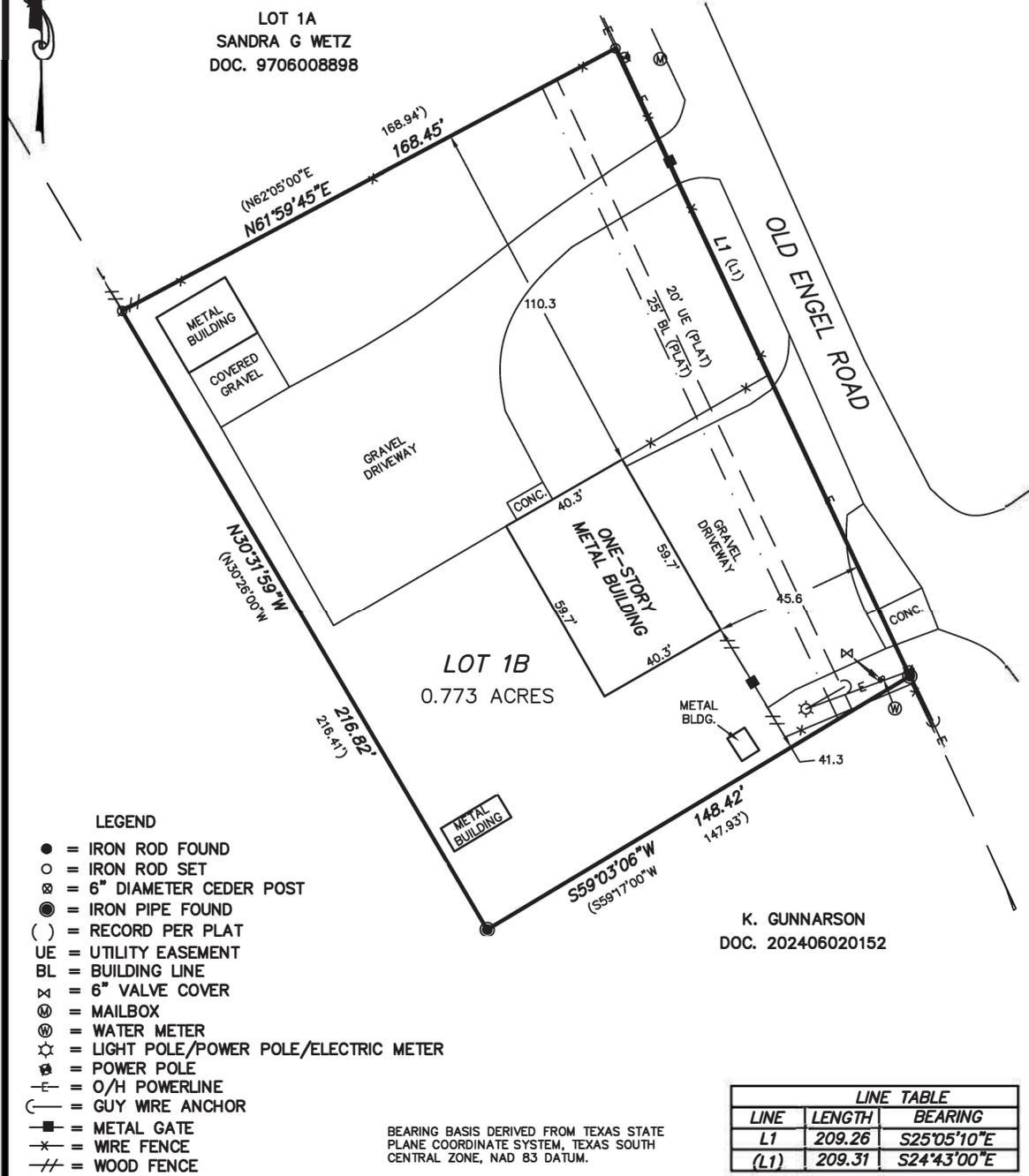
VALERIA M. ACEVEDO, City Attorney

SURVEY PLAT

SCALE
 1" = 40'

EXHIBIT "B"

BUILDING LINES MAY CHANGE PER CITY OR COUNTY ORDINANCE, AND SHOULD BE VERIFIED WITH THE CITY OR COUNTY PRIOR TO ANY DESIGN OR NEW CONSTRUCTION. ANY BUILDING LINES SHOWN ON SURVEY ARE ONLY AS PER RECORDED PLATS OR RESTRICTIONS, AND NOT AS PER LOCAL BUILDING OR PLANNING ORDINANCES.



ADDRESS: 190 OLD ENGEL ROAD, NEW BRAUNFELS, TEXAS

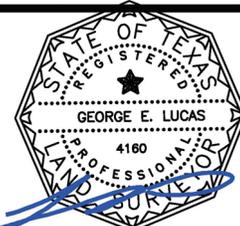
LEGAL DESCRIPTION: ALL THAT CERTAIN TRACT OR PARCEL OF LAND LYING AND BEING SITUATED IN COMAL COUNTY, TEXAS, BEING KNOWN AND DESIGNATED AS LOT 1B, KOEHLER SUBDIVISION, ACCORDING TO VACATING AND RESUBDIVISION PLAT RECORDED IN VOLUME 9, PAGE 346, COMAL COUNTY, TEXAS, MAP AND PLAT RECORDS.

CATEGORY 1A CERTIFICATION

THE UNDERSIGNED DOES HEREBY CERTIFY TO THE PARTIES LISTED BELOW THAT THIS SURVEY SUBSTANTIALLY COMPLIES WITH THE CURRENT TEXAS SOCIETY OF PROFESSIONAL SURVEYORS MANUAL OF PRACTICE REQUIREMENTS FOR A CATEGORY 1A, CONDITION 3, LAND TITLE SURVEY.

BUYER: MARK LOUIS MOTT, TRUSTEE OF MLM TRUST
 TITLE CO: NEW BRAUNFELS TITLE COMPANY
 LENDER: CHRIS L. KOEHLER AND LINDA F. KOEHLER

G.F.#: NB-5037-25



PLAN No.: 2025-3510

SURVEY DATE: OCTOBER 7, 2025

GEORGE E. LUCAS R.P.L.S. 4160

2/23/2026

Agenda Item No. C)

PRESENTER:

Christopher J. Looney, AICP, Planning Director

Applicant: Colum Malcolmson

Owners: Gladys Timmermann Koepf & Cheryl Timmermann Fonda

SUBJECT:

Public hearing and first reading of an ordinance, requested by Colum Malcolmson, on behalf of Gladys Timmermann Koepf & Cheryl Timmermann Fonda, to rezone approximately 4 acres out of the Timmermann Subdivision, Lots AAR & ABR, from R-2 AH (Single-Family and Two-Family Airport Hazard Overlay District) to M-1A AH (Light Industrial Airport Hazard Overlay District), currently addressed at 1239 Barbarosa Road and 1255 Saur Lane.

DEPARTMENT: Neighborhood and Community Planning**COUNCIL DISTRICTS IMPACTED:** 2, 5**BACKGROUND INFORMATION:****Case Number:** PZ25-0457

Applicant: Colum Malcolmson
(512) 644-9962 / colum@themalcolmsgroup.com

Owners: Gladys Timmermann Koepf
(830) 832-7560 / gladysk1413@hotmail.com

Cheryl Timmermann Fonda
(830) 660-5183 / cherylfonda54@yahoo.com

Staff Contact: Mary Lovell, AICP, CNU-A
(830) 221-4051 / mlovell@newbraunfels.gov

The approximate 4-acre subject property is located on the northeast side of Barbarosa Road and Saur Lane (a principal arterial), approximately 1000 feet northwest of the New Braunfels National Airport. The property consists of a portion of a 15.3 acre tract, the majority of which lies outside of the city limits. The applicant is requesting a change in zoning from R-2 AH (Single-Family and Two-Family Airport Hazard Overlay District) to M-1A AH (Light Industrial Airport Hazard Overlay District).

The subject property is bordered by areas outside the city limits to the northeast and southwest. Adjacent properties are zoned R-2 and are developed with single-family residences on large lots. It lies within the Airport Hazard Overlay Zoning District. The overlay limits building height to 150 feet or 801 feet above mean sea level. The proposed M-1A zoning district allows a maximum building height of 120 feet, which is more restrictive and complies with the overlay standards.

ISSUE:

The submitted application indicates that the proposed rezoning is intended to allow for light industrial development.

Traffic Impact Analysis (TIA): Per adopted ordinance, a Level 1 Traffic Impact Report is required at the Subdivision Platting and/or Building Permit stage, as applicable.

Drainage: Per adopted ordinance, if a drainage study is required, it will be conducted with the Public Infrastructure Construction Plan approval process and/or Building Permit stage, as applicable.

Utilities: As part of the routine intake review process, the water provider for the subject site, NBU (New Braunfels Utilities), reviewed the proposed rezoning request and has responded with no comments.

Barbarosa Road / Saur Lane Road Widening: The Barbarosa Road and Saur Lane Road Widening Project, located between FM 1101 and Saur Lane, is currently in final design with right-of-way acquisition underway. The roadway is proposed to be expanded to a four-lane major urban collector with continuous bicycle and pedestrian facilities. This planned improvement will enhance access, circulation, and transportation capacity for the subject property and is well-suited to support proposed light industrial use.

COMPREHENSIVE PLAN REFERENCE:

The M-1A zoning district would be consistent with the following actions from Envision New Braunfels:

- **Action 1.3:** Encourage balanced and fiscally responsible land use patterns.
- **Action 1.6:** Incentivize infill development and redevelopment to take advantage of existing infrastructure.
- **Action 1.8:** Concentrate future investment in industrial and employment centers near existing and emerging hubs, such as the airport; and along existing high-capacity transportation networks, such as Interstate Highway 35.
- **Action 3.1:** Plan for a healthy jobs/ housing balance.
- **Action 3.3:** Balance commercial centers with stable neighborhoods.
- **Action 6.2:** Protect the airport from incompatible land use encroachment.

Future Land Use Plan: The subject property is located within the Oak Creek Subarea, near a Future Employment Center at the intersection of Barbarosa Road and FM 1101, as well as a Future Market Center at the intersection of Saur Lane and Saengerhalle Road.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity
Organizational Excellence Community Well-Being N/A

- **Economic Mobility:** Incentivize mixed-use developments and redevelopments in targeted locations to create a built environment with integrated housing, commercial centers, and opportunities for improved connectivity.
- **Economic Mobility:** Support Confluence, the New Braunfels Chamber of Commerce Economic Development Strategic Plan, by helping to ensure a community that supports the targeted industries and increases the diversity of job opportunities in the community.

AIRPORT MASTER PLAN COMPATIBILITY ANALYSIS REFERENCE:

- The proposed M-1A zoning district is consistent with the policies and intent of the New Braunfels

Regional Airport Master Plan.

- The Master Plan emphasizes the importance of protecting the airport from incompatible land uses and avoiding encroachment that could negatively impact current or future airport operations.
- Light industrial uses, such as those allowed in M-1A zoning, are generally considered compatible with airport environments due to their lower sensitivity to noise and limited concentrations of people that may be impacted by nearby airport activity.
- The Master Plan notes that surrounding land use decisions beyond the airport boundary can directly affect the airport's long-term viability and expansion potential.
- M-1A zoning supports employment-oriented development while minimizing land use conflicts with airport operations and is therefore consistent with the Master Plan's goal of preserving the airport and supporting its continued operation and economic contribution to the community.

FISCAL IMPACT:

The proposed rezoning request is in alignment with the following recommendations and strategies of the Land Use Fiscal Analysis:

- Infill projects that add people and buildings in areas with existing infrastructure increase tax revenue without significant impacts on services and infrastructure costs and distribute cost burdens across more property owners. An increase in development opportunities from rezoning will allow net positive revenue per acre.

RECOMMENDATION:

Approval. M-1A allows light industrial uses that are consistent with Envision New Braunfels, the Strategic Plan, the Land Use Fiscal Analysis and the Airport Master Plan. In addition, the Barbarosa Road / Saur Lane Road Widening Project will improve roadway capacity and access in the area, further supporting the rezoning request.

The Planning Commission held a public hearing on February 3, 2026 and unanimously recommended approval of the applicant's request (8-0-0)

Code of Ordinances Sec. 144-2.1 *Changes and Zoning Amendments:*

(b) *Considerations for approving or denying a zoning change.* In making a determination regarding a requested zoning change, the planning commission and the city council shall consider the following factors:

- (1) Whether the uses permitted by the proposed change will be appropriate in the immediate area concerned, and their relationship to the general area and to the city as a whole;
- (2) Whether the proposed change is in accord with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers, and other utilities to the area;
- (3) How other areas designated for similar development will be, or are likely to be, affected if the proposed amendment is approved;
- (4) Any other factors that will substantially affect the public health, safety, morals, or general welfare; and
- (5) Whether the request is consistent with the comprehensive plan.

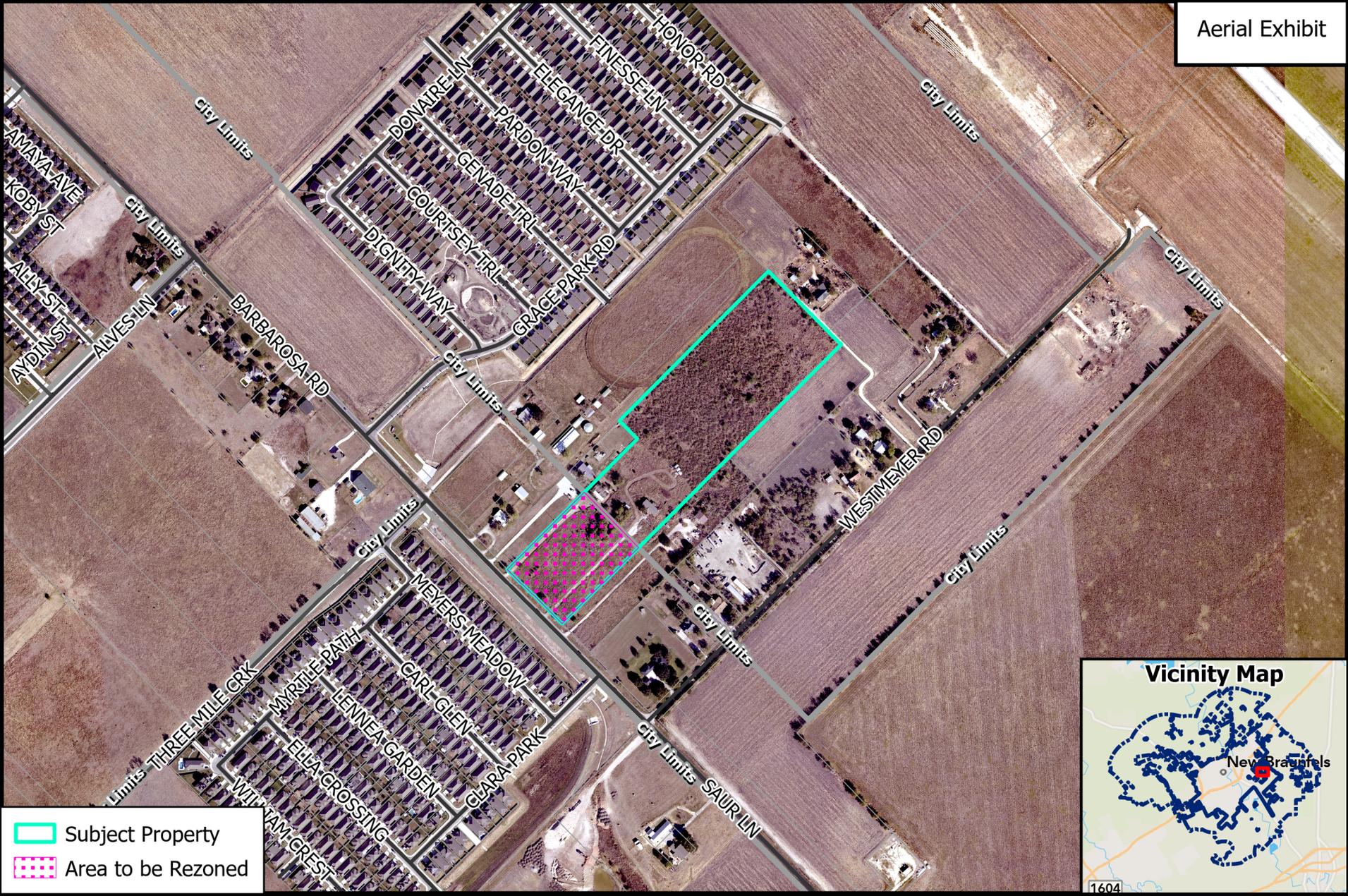
Mailed notification as required by state statute:

Public hearing notices were sent to owners of 5 properties within 200 feet of the request. As of the date this agenda was posted, there was one response returned in opposition.

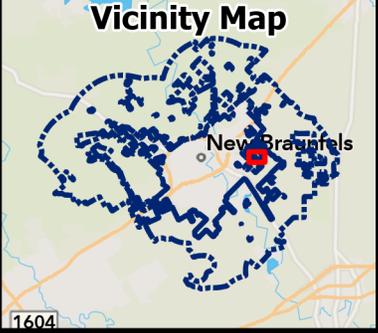
Resource Links:

- Chapter 144, Sec. 3.3-2 (R-2) of the City's Code of Ordinances:
https://library.municode.com/tx/new_braunfels/codes/code_of_ordinances?

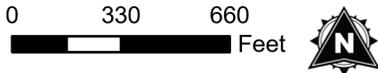
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- Chapter 144, Sec. 3.4-18 (M-1A) of the City’s Code of Ordinances:
https://library.municode.com/tx/new_braunfels/codes/code_of_ordinances?
 - Chapter 144, Sec. 5.20 (AH) of the City’s Code Ordinances:
https://library.municode.com/tx/new_braunfels/codes/code_of_ordinances?

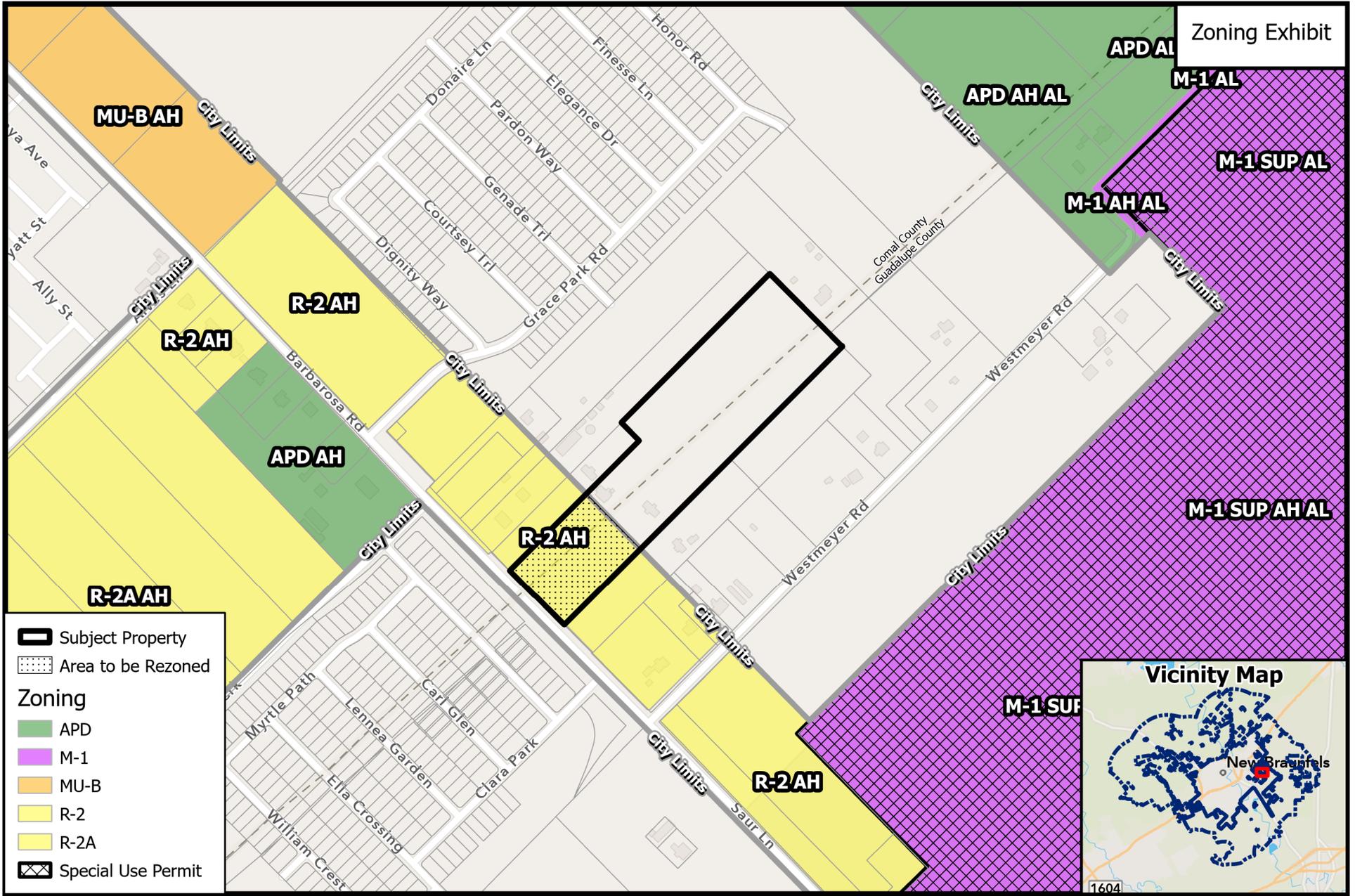


 Subject Property
 Area to be Rezoned



PZ25-0457
1239 Barbarosa & 1255 Saur Ln -R-2 AH to M-1A AH





Legend

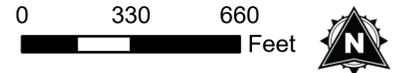
- Subject Property
- Area to be Rezoned

Zoning

- APD
- M-1
- MU-B
- R-2
- R-2A
- Special Use Permit



PZ25-0457
1239 Barbarosa & 1255 Saur Ln -R-2 AH to M-1A AH



Path: U:\Neighborhood and Community Planning\Boards and Commissions\ZoneChange &

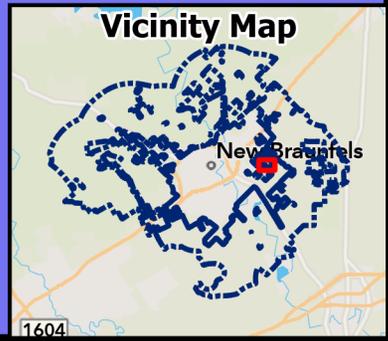
Source: City of New Braunfels Planning
 Date: 2/6/2026

DISCLAIMER: This map and information contained in it were developed exclusively for use by the City of New Braunfels. Any use or reliance on this map by else is at that party's risk and without liability to the City of New Braun officials or employees for any discrepancies, errors, or variances which may

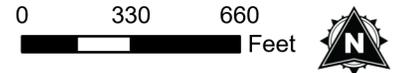
Existing Land Use Exhibit



- Subject Property
- Area to be Rezoned
- Existing Land Use**
- Residential Low Density
- Government
- Open
- Drainage



PZ25-0457
1239 Barborosa & 1255 Saur Ln -R-2 AH to M-1A AH



Path: U:\Neighborhood and Community Planning\Boards and Commissions\ZoneChange &

Source: City of New Braunfels Planning
 Date: 2/6/2026

DISCLAIMER: This map and information contained in it were developed exclusively for use by the City of New Braunfels. Any use or reliance on this map by else is at that party's risk and without liability to the City of New Braun officials or employees for any discrepancies, errors, or variances which may

Land Use	Existing	Proposed
	R-2	M-1A
Accessory building/structure (see section 144-5.4)	P	
Accessory dwelling (one accessory dwelling per lot)	P	
Accounting, auditing, bookkeeping, and tax preparations		P
Acid manufacture		
Adult day care (no overnight stay)		
Adult day care (with overnight stay)		
Aircraft support and related services		P
Airport		P
All-terrain vehicle (ATV) dealer/sales		P
Ambulance service (private)		P
Amphitheaters (outdoor live performances)		P
Amusement devices/arcade (four or more devices)		P
Amusement services or venues (indoors) (see section 144-5.13)		P
Amusement services or venues (outdoors)		P
Animal grooming shop		P
Answering and message services		P
Antique shop		P
Appliance repair		P
Archery range		P
Armed services recruiting center		P
Art dealer/gallery		P
Artist or artisans studio		P
Assembly/exhibition hall or areas		P
Assisted living facility/retirement home		
Athletic fields		P
Auction sales (non-vehicle)		P
Auto body repair, garages (see section 144-5.11)		P
Auto glass repair/tinting (see section 144-5.11)		P
Auto interior shop/upholstery (see section 144-5.11)		P
Auto leasing		P
Auto muffler shop (see section 144-5.11)		P
Auto or trailer sales rooms or yards (see section 144-5.12)		P
Auto or truck sales rooms or yards—Primarily new (see section 144-5.12)		P
Auto paint shop		P
Auto repair as an accessory use to retail sales		P
Auto repair garage (general) (see section 144-5.11)		P
Auto supply store for new and factory rebuilt parts		P
Auto tire repair/sales (indoor)		P
Auto wrecking yards		
Automobile driving school (including defensive driving)		P
Bakery (retail)		P
Bank, savings and loan, or credit union		P
Bar/tavern (no outdoor music)		P
Bar/tavern		P
Barber/beauty college (barber or cosmetology school or college)		P
Barns and farm equipment storage (related to agricultural uses)	P	P
Battery charging station		P

Land Use	Existing	Proposed
	R-2	M-1A
Bed and breakfast inn (see section 144-5.6)		
Bicycle sales and/or repair		P
Billiard/pool facility		P
Bingo facility		P
Bio-medical facilities		P
Blacksmith or wagon shops		P
Blooming or rolling mills		
Boarding house/lodging house		
Book binding		P
Book store		P
Bottling or distribution plants (milk)		P
Bottling works		P
Bowling alley/center (see section 144-5.13)		P
Breweries/distilleries and manufacture of alcohol and alcoholic beverages		
Broadcast station (with tower) (see section 144-5.7)		P
Bulk storage of gasoline, petroleum products, liquefied petroleum and flammable liquids (see section 5.27)		
Bus barns or lots		P
Bus passenger stations		P
Cabin or cottage (rental)		
Cabin or cottage (rental for more than 30 days)		
Cafeteria/cafe/delicatessen		P
Campers' supplies		P
Campgrounds		
Canning/preserving factories		
Car wash (self-service; automated)		P
Car wash, full service (detail shop)		P
Carpenter, cabinet, or pattern shops		P
Carpet cleaning establishments		P
Caterer		P
Cement, lime, gypsum or plaster of Paris manufacture		
Cemetery and/or mausoleum	P	P
Check cashing service		P
Chemical laboratories (e.g., ammonia, bleaching powder)		
Chemical laboratories (not producing noxious fumes or odors)		P
Child day care/children's nursery (business)		
Church/place of religious assembly	P	P
Cider mills		
Civic/conference center and facilities		P
Cleaning, pressing and dyeing (non-explosive fluids used)		P
Clinic (dental)		P
Clinic (emergency care)		P
Clinic (medical)		P
Club (private)		P
Coffee shop		P
Cold storage plant		P
Commercial amusement concessions and facilities		P

Land Use	Existing	Proposed
	R-2	M-1A
Communication equipment—Installation and/or repair		P
Community building (associated with residential uses)	P	P
Community home (see definition)	P	
Computer and electronic sales		P
Computer repair		P
Concrete or asphalt mixing plants—Permanent		
Concrete or asphalt mixing plants—Temporary		
Confectionery store (retail)		P
Consignment shop		P
Contractor's office/sales, with outside storage including vehicles		P
Contractor's temporary on-site construction office	P	
Convenience store with gas sales		P
Convenience store without gas sales		P
Cotton ginning or baling works		
Country club (private)	P	P
Credit agency		P
Crematorium		P
Curio shops		P
Custom work shops		P
Dance hall/dancing facility (see section 144-5.13)		P
Day camp		P
Department store		P
Distillation of bones		
Dormitory (in which individual rooms are for rental)		
Drapery shop/blind shop		P
Driving range		P
Drug store/pharmacy		P
Duplex/two-family/duplex condominiums	P	
Electrical generating plant		
Electrical repair shop		P
Electrical substation		P
Electronic assembly/high tech manufacturing		P
Electroplating works		P
Enameling works		
Engine repair/motor manufacturing re-manufacturing and/or repair		P
Explosives manufacture or storage		
Exterminator service		P
Fairground		P
Family home adult care	P	
Family home child care	P	
Farmers market (produce market—wholesale)		P
Farms, general (crops) (see chapter 6 and section 144-5.9)	P	P
Farms, general (livestock/ranch) (see chapter 6 and section 144-5.9)	P	P
Feed and grain store		P
Fertilizer manufacture and storage		
Filling station (gasoline tanks must be below the ground)		P
Florist		P

Land Use	Existing	Proposed
	R-2	M-1A
Flour mills, feed mills, and grain processing		
Food or grocery store with gasoline sales		P
Food or grocery store without gasoline sales		P
Food processing (no outside public consumption)		P
Forge (hand)		P
Forge (power)		P
Fraternal organization/civic club (private club)		P
Freight terminal, rail/truck (when any storage of freight is wholly outside an enclosed building)		P
Freight terminal, truck (all storage of freight in an enclosed building)		P
Frozen food storage for individual or family use		P
Funeral home/mortuary		P
Furniture manufacture		P
Furniture sales (indoor)		P
Galvanizing works		P
Garbage, offal or dead animal reduction or dumping		
Garden shops and greenhouses		P
Gas manufacture		
Gas or oil wells		
Golf course (public or private)	P	P
Golf course (miniature)		P
Government building or use with no outside storage (outside storage allowed in M-2 and M-2A)	P	P
Grain elevator		
Greenhouse (commercial)		P
Handicraft shop		P
Hardware store		P
Hay, grain, and/or feed sales (wholesale)		
Health club (physical fitness; indoors only)		P
Heating and air-conditioning sales/services		P
Heavy load (farm) vehicle sales/repair (see section 144-5.14)		P
Heavy manufacturing		
Heliport		P
Hides/skins (tanning)		
Home occupation (see section 144-5.5)	P	
Home repair and yard equipment retail and rental outlets		P
Hospice		
Hospital, general (acute care/chronic care)		P
Hospital, rehabilitation		P
Hotel/motel		P
Hotels/motels—Extended stay (residence hotels)		
Ice delivery stations (for storage and sale of ice at retail only)		P
Ice plants		P
Indoor or covered sports facility		
Industrial laundries		P
Iron and steel manufacture		
Junkyards, including storage, sorting, baling or processing of rags		
Kiosk (providing a retail service)		P
Laboratory equipment manufacturing		P

Land Use	Existing	Proposed
	R-2	M-1A
Laundromat and laundry pickup stations		P
Laundry, commercial (without self-serve)		P
Laundry/dry cleaning (drop off/pick up)		P
Laundry/washateria (self-serve)		P
Lawnmower sales and/or repair		P
Leather products manufacturing		P
Light manufacturing		P
Limousine/taxi service		P
Livestock sales/auction		
Locksmith		P
Lumber mill		
Lumberyard (see section 144-5.15)		P
Lumberyard or building material sales (see section 144-5.15)		P
Machine shop		P
Maintenance/janitorial service		P
Major appliance sales (indoor)		P
Manufacture of carbon batteries		
Manufacture of paint, lacquer, oil, turpentine, varnish, enamel, etc.		
Manufacture of rubber, glucose, or dextrin		
Manufactured home—HUD Code compliant (see Texas Occupations Code ch. 1201)		
Manufactured home park—HUD Code compliant (see Texas Occupations Code ch. 1201)		
Manufactured home subdivision—HUD Code compliant (see Texas Occupations Code ch. 1201)		
Manufactured home sales		P
Manufacturing and processes		P
Manufacturing processes not listed		P
Market (public, flea)		P
Martial arts school		P
Meat or fish packing/storage plants		
Medical supplies and equipment		P
Metal fabrication shop		P
Micro brewery (onsite mfg. and/or sales)		P
Micro distillery (onsite mfg. and/or sales)		P
Mini-warehouse/self-storage units (no boat and RV storage permitted)		P
Mini-warehouse/self-storage units with outside boat and RV storage		P
Monument, gravestone, or marble works (manufacture)		
Motion picture studio, commercial film		P
Motion picture theater (indoors)		P
Motion picture theater (outdoors, drive-in)		P
Motorcycle dealer (primarily new/repair)		P
Moving storage company		P
Moving, transfer, or storage plant		P
Multifamily (apartments/condominiums)		
Museum		P
Natural resource extraction and mining		
Needlework shop		P
Nonbulk storage of gasoline, petroleum products and liquefied petroleum		P
Nursing/convalescent home/sanitarium		

Land Use	Existing	Proposed
	R-2	M-1A
Offices, brokerage services		P
Offices, business or professional		P
Offices, computer programming and data processing		P
Offices, consulting		P
Offices, engineering, architecture, surveying or similar		P
Offices, health services		P
Offices, insurance agency		P
Offices, legal services, including court reporting		P
Offices, medical offices		P
Offices, real estate		P
Offices, security/commodity brokers, dealers, exchanges and financial services		P
Oil compounding and barreling plants		
One-family dwelling, detached	P	
Outside storage (as primary use)		P
Paint manufacturing		
Paper or pulp manufacture		
Park and/or playground (private and public)	P	P
Parking lots (for passenger car only) (not as incidental to the main use)		P
Parking structure/public garage		P
Pawn shop		P
Personal services		P
Personal watercraft sales (primarily new/repair)		P
Pet shop/supplies (less than 10,000 sq. ft.)		P
Pet store (over 10,000 sq. ft.)		P
Petroleum or its products (refining of)		
Photo engraving plant		P
Photographic printing/duplicating/copy shop or printing shop		P
Photographic studio (no sale of cameras or supplies)		P
Photographic supply		P
Plant nursery (no retail sales on site)	P	P
Plant nursery (retail sales/outdoor storage)		P
Plastic products molding/reshaping		P
Plumbing shop		P
Portable building sales		P
Poultry killing or dressing for commercial purposes		
Propane sales (retail)		P
Public recreation/services building for public park/playground areas	P	P
Publishing/printing company (e.g., newspaper)		P
Quick lube/oil change/minor inspection		P
Radio/television shop, electronics, computer repair		P
Railroad roundhouses or shops		
Rappelling facilities		P
Recreation buildings (private)		P
Recreation buildings (public)	P	P
Recycling kiosk		P
Refreshment/beverage stand		P
Rental or occupancy for less than one month (see section 144-5.17)		

Land Use	Existing	Proposed
	R-2	M-1A
Research lab (non-hazardous)		P
Residential use in buildings with non-residential uses permitted in the district		
Restaurant/prepared food sales		P
Restaurant with drive-through service		P
Retail store and shopping center without drive-through service (50,000 sq. ft. bldg. or less)		P
Retail store and shopping center with drive-through service (50,000 sq. ft. bldg. or less)		P
Retail store and shopping center (more than 50,000 sq. ft. bldg.)		P
Retirement home/home for the aged		
Rock crushers and rock quarries		
Rodeo grounds		P
RV park		
RV/travel trailer sales		P
Sand/gravel sales (storage or sales)		
School, K-12 public or private	P	P
School, vocational (business/commercial trade)		P
Security monitoring company (no outside storage or installation)		P
Security systems installation company		P
Sexually oriented business (see chapter 18)		
Sheet metal shop		P
Shoe repair shops		P
Shooting gallery—Indoor (see section 144-5.13)		P
Shooting range—Outdoor (see section 144-5.13)		
Shopping center		P
Sign manufacturing/painting plant		P
Single-family industrialized home (see section 144-5.8)	P	
Smelting of tin, copper, zinc or iron ores		
Specialty shops in support of project guests and tourists		P
Stables (as a business) (see chapter 6)		
Stables (private, accessory use) (see chapter 6)		
Steel furnaces		
Stockyards or slaughtering		
Stone/clay/glass manufacturing		P
Storage—Exterior storage for boats and recreational vehicles		P
Storage in bulk		P
Structural iron or pipe works		
Studio for radio or television, without tower (see zoning district for tower authorization)		P
Studios (art, dance, music, drama, reducing, photo, interior decorating, etc.)		P
Sugar refineries		
Tailor shop (see home occupation)		P
Tar distillation or manufacture		
Tattoo or body piercing studio		P
Taxidermist		P
Telecommunications towers/antennas (see section 144-5.7)		
Telemarketing agency		P
Telephone exchange buildings (office only)		P
Tennis court (commercial)		P
Theater (non-motion picture; live drama)		P

Land Use	Existing	Proposed
	R-2	M-1A
Tire sales (outdoors)		P
Tool rental		P
Townhouse (attached)		
Transfer station (refuse/pick-up)		P
Travel agency		P
Truck or transit terminal		P
Truck stop		
Tuber entrance and takeout facilities (see section 144-5.13)		
University or college (public or private)		P
Upholstery shop (non-auto)		P
Used or second hand merchandise/furniture store		P
Vacuum cleaner sales and repair		P
Vehicle storage facility		
Veterinary hospital (no outside animal runs or kennels)		P
Veterinary hospital (with outdoor animal runs or kennels that may not be used between the hours of 9:00 p.m. and 7:00 a.m.)		P
Video rental/sales		P
Warehouse/office and storage/distribution center		P
Waterfront amusement facilities—Berthing facilities sales and rentals		P
Waterfront amusement facilities—Boat fuel storage/dispensing facilities		P
Waterfront amusement facilities—Boat landing piers/launching ramps		P
Waterfront amusement facilities—Swimming/wading pools/bathhouses		P
Water storage (surface, underground or overhead), water wells and pumping stations that are part of a public or municipal system	P	P
Welding shop		P
Wholesale sales offices and sample rooms		P
Wire or rod mills		
Wood distillation plants (charcoal, tar, turpentine, etc.)		
Woodworking shop (ornamental)		P
Wool scouring		
Zero lot line/patio homes		

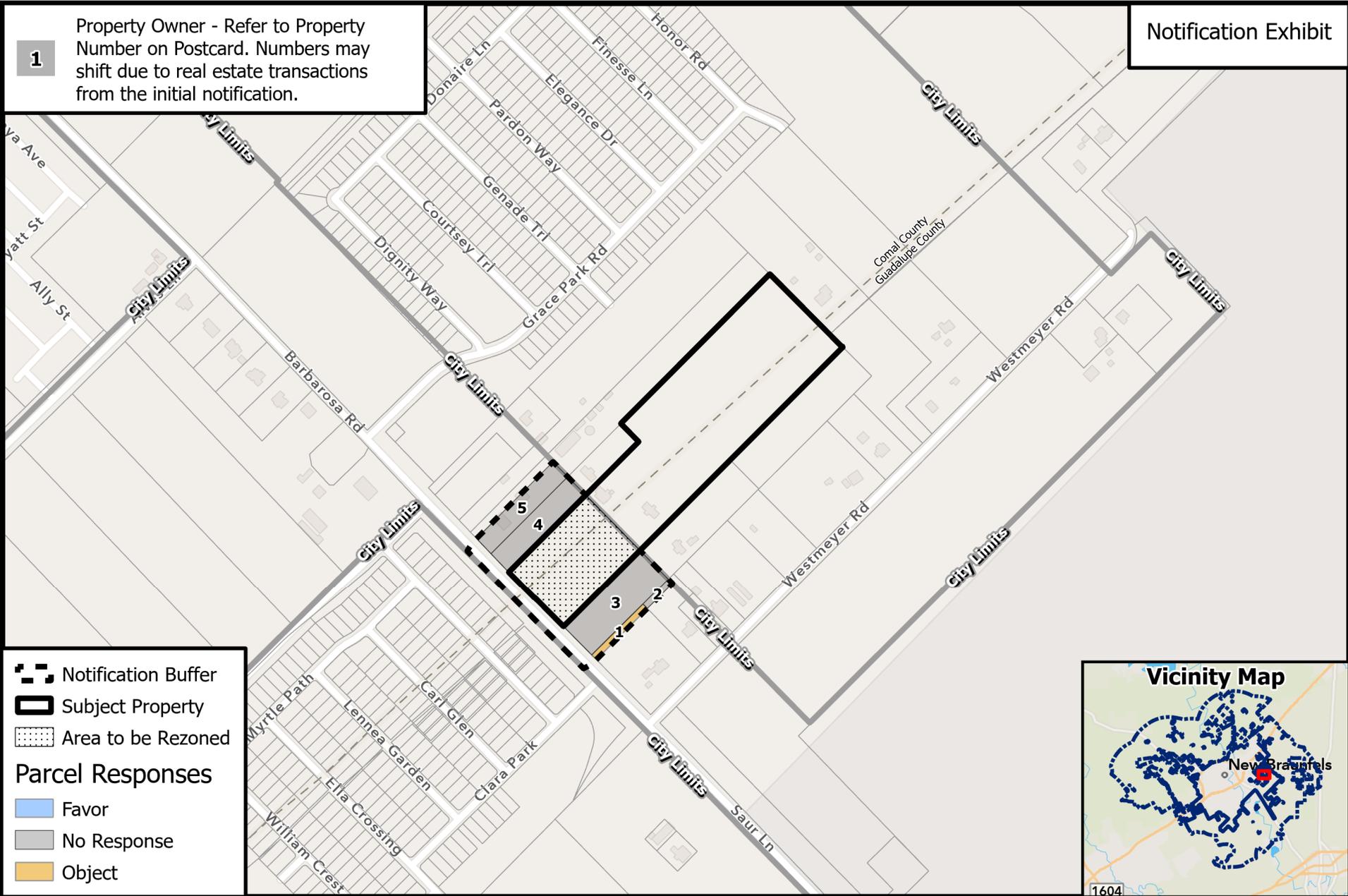


1239 Barbarosa Rd



1255 Saur Ln

1 Property Owner - Refer to Property Number on Postcard. Numbers may shift due to real estate transactions from the initial notification.



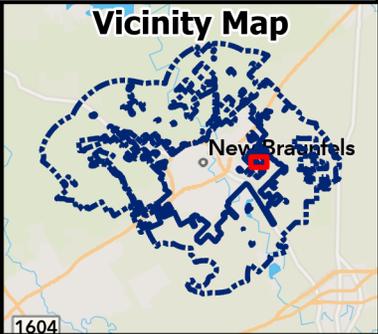
Notification Buffer

Subject Property

Area to be Rezoned

Parcel Responses

- Favor
- No Response
- Object



PZ25-0457
1239 Barbarosa & 1255 Saur Ln -R-2 AH to M-1A AH



PLANNING COMMISSION – TUESDAY, FEBRUARY 3, 2026 – 6:00PM

City Hall Council Chambers

Applicant: Colum Malcolmson, on behalf of Gladys Timmermann Koepp, Cheryl Timmermann Fonda, and Kenneth C. Timmermann

Address/Location: 1239 Barbarosa Rd & 1255 Saur Ln.

Case # PZ25-0457

The numbers on the map correspond to the property owners listed below. All information is from the Appraisal District Records. The property under consideration is marked as "Subject Property".

- | | |
|-----------------------|----------------------|
| 1. HUDSON TERESA | 4. URDIALES DIANA |
| 2. KOHL SUSAN & JOSH | 5. JORDAN LEWIS RAnd |
| 3. L T D SERVICES LLC | |

SEE MAP

HUDSON TERESA
2241 WESTMEYER RD
NEW BRAUNFELS TX 78130
Property #: 1
PZ25-0457
Case Manager: ML

COMMENTS

FAVOR

OPPOSE

January 27, 2026

New Braunfels Planning & Development
550 Landa Street
New Braunfels, TX 78130

Case Number
PZ25-0457

Dear Members of the Planning and Zoning Commission,

I am writing to formally express my opposition to the proposed rezoning of the tract of land identified as PID 145081 (LTD Services LLC), which is located adjacent to my residence, from its current designation to light commercial.

As a nearby homeowner, I have already experienced significant impacts from recent development in this area. Most recently, I have been advised that the City intends to take a portion of my property for road expansion, resulting in the loss of part of my yard, fencing, and two very large oak trees. Since that time, traffic volume has steadily increased due to additional residential subdivisions and existing school traffic. These changes have already placed a strain on the safety, character, and livability of our area.

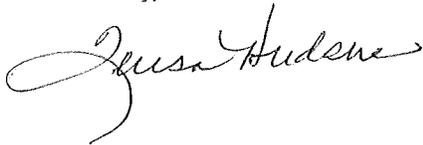
In addition to the established residences, the tract requesting rezoning is also adjacent to a horse facility on the opposite side. This surrounding land use further underscores the incompatibility of light commercial zoning in this location.

Rezoning this property to light commercial use would further intensify these impacts. Increased traffic, noise, extended hours of operation, and changes in lighting and land use are all likely outcomes that would negatively affect the quality of life for myself and my neighbors. Introducing commercial activity immediately adjacent to established residences is incompatible with the long standing residential character of this area.

While I understand and support responsible growth and economic development, this proposed rezoning places an unfair burden on nearby residents who have already absorbed the effects of infrastructure expansion and ongoing residential development. I respectfully request that the Commission consider alternative locations more suitable for commercial use or maintain zoning that protects and preserves the established residential nature of this neighborhood.

Thank you for your time and consideration. I appreciate the opportunity to provide public input and respectfully request that this objection be entered into the public record.

Sincerely, Teresa Hudson



Draft Minutes for the February 3, 2026, Planning Commission Regular Meeting

B) PZ25-0457 Public hearing and recommendation to City Council, at the request of Colum Malcolmson, on behalf of Gladys Timmermann Koepp, Cheryl Timmermann Fonda, to rezone approximately 4 acres out of the Timmermann Subdivision, Lots AAR, ABR, from R-2 AH (Single-Family and Two-Family Airport Hazard Overlay District) to M-1A AH (Light Industrial Airport Hazard Overlay District), currently addressed at 1239 Barbarosa Road and 1255 Saur Lane. (Applicant: Colum Malcolmson; Owners: Gladys Timmermann Koepp & Cheryl Timmermann Fonda; Case Manager: Mary Lovell, Senior Planner AICP, CNU-A)

Mary Lovell introduced the aforementioned item and recommended approval.

Chair Sonier asked if there were any questions for staff.

Discussion followed on property boundaries, and responses received from neighboring property owners.

Chair Sonier invited the applicant to speak on the item.

Colum Malcolmson elaborated on the request discussing the intent, and efforts made to ensure alignment with airport hazard zoning and other applicable zoning standards.

Chair Sonier opened the public hearing and asked if anyone present wished to speak on the item.

One individual spoke in opposition of the item.

Chair Sonier closed the public hearing.

Chair Sonier asked if there were any further discussion or motion to be made.

Discussion followed on existing zoning, allowed uses and the potential for non-residential development.

Motion by Vice-Chair Taylor, seconded by Commissioner Nolte, to recommend approval of the item with staff recommended conditions to City Council. Motion carried unanimously (8-0-0).

ORDINANCE NO. 2026-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS REZONING APPROXIMATELY 4 ACRES, BEING OUT OF THE TIMMERMANN SUBDIVISION, LOTS AAR & ABR, CURRENTLY ADDRESSED AT 1239 BARBAROSA ROAD AND 1255 SAUR LANE, FROM R-2 AH (SINGLE-FAMILY AND TWO-FAMILY AIRPORT HAZARD OVERLAY DISTRICT) TO M-1A AH (LIGHT INDUSTRIAL AIRPORT HAZARD OVERLAY DISTRICT); REPEALING ALL ORDINANCES IN CONFLICT; CONTAINING A SAVINGS CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of New Braunfels has complied with all requirements of notice of public hearing as required by the Zoning Ordinance of the City of New Braunfels; and

WHEREAS, in keeping with the spirit and objectives of the M-1A AH (Light Industrial Airport Hazard Overlay District), the City Council has given due consideration to all components of said district; and

WHEREAS, the rezoning is in compliance with the Future Land Use Plan; and

WHEREAS, it is the intent of the City Council to provide harmony between existing zoning districts and proposed land uses; and

WHEREAS, the requested rezoning is in accordance with Envision New Braunfels, the City's Comprehensive Plan;

WHEREAS, the requested rezoning is in accordance with the City's Strategic Plan;

WHEREAS, the City Council desires to amend the Zoning Map by changing the zoning of approximately 4 acres out of the Timmermann Subdivision, Lots AAR & ABR, currently addressed at 1239 Barbarosa Road and 1255 Saur Lane, from R-2 AH (Single-Family and Two-Family Airport Hazard Overlay District) to M-1A AH (Light Industrial Airport Hazard Overlay District); and

now, therefore;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

SECTION 1

THAT pursuant to Section 1.2-3, Chapter 144 of the New Braunfels Code of Ordinances, the Zoning Map of the City of New Braunfels is revised by rezoning the following tract of land from R-2 AH (Single-Family and Two-Family Airport Hazard Overlay District) to M-1A AH (Light Industrial Airport Hazard Overlay District):

Approximately 4 acres out of the Timmermann Subdivision, Lots AAR & ABR, as delineated on Exhibit "A" and described in Exhibit "B", attached.

SECTION 2

THAT all other ordinances, or parts of ordinances, in conflict herewith are hereby repealed

to the extent that they are in conflict.

SECTION 3

THAT if any provisions of this ordinance shall be held void or unconstitutional, it is hereby provided that all other parts of the same which are not held void or unconstitutional shall remain in full force and effect.

SECTION 4

THIS ordinance will take effect upon the second and final reading in accordance with the provisions of the Charter of the City of New Braunfels.

PASSED AND APPROVED: First reading this 23rd day of February, 2026.

PASSED AND APPROVED: Second reading this 9th day of March, 2026.

CITY OF NEW BRAUNFELS

NEAL LINNARTZ, Mayor

ATTEST:

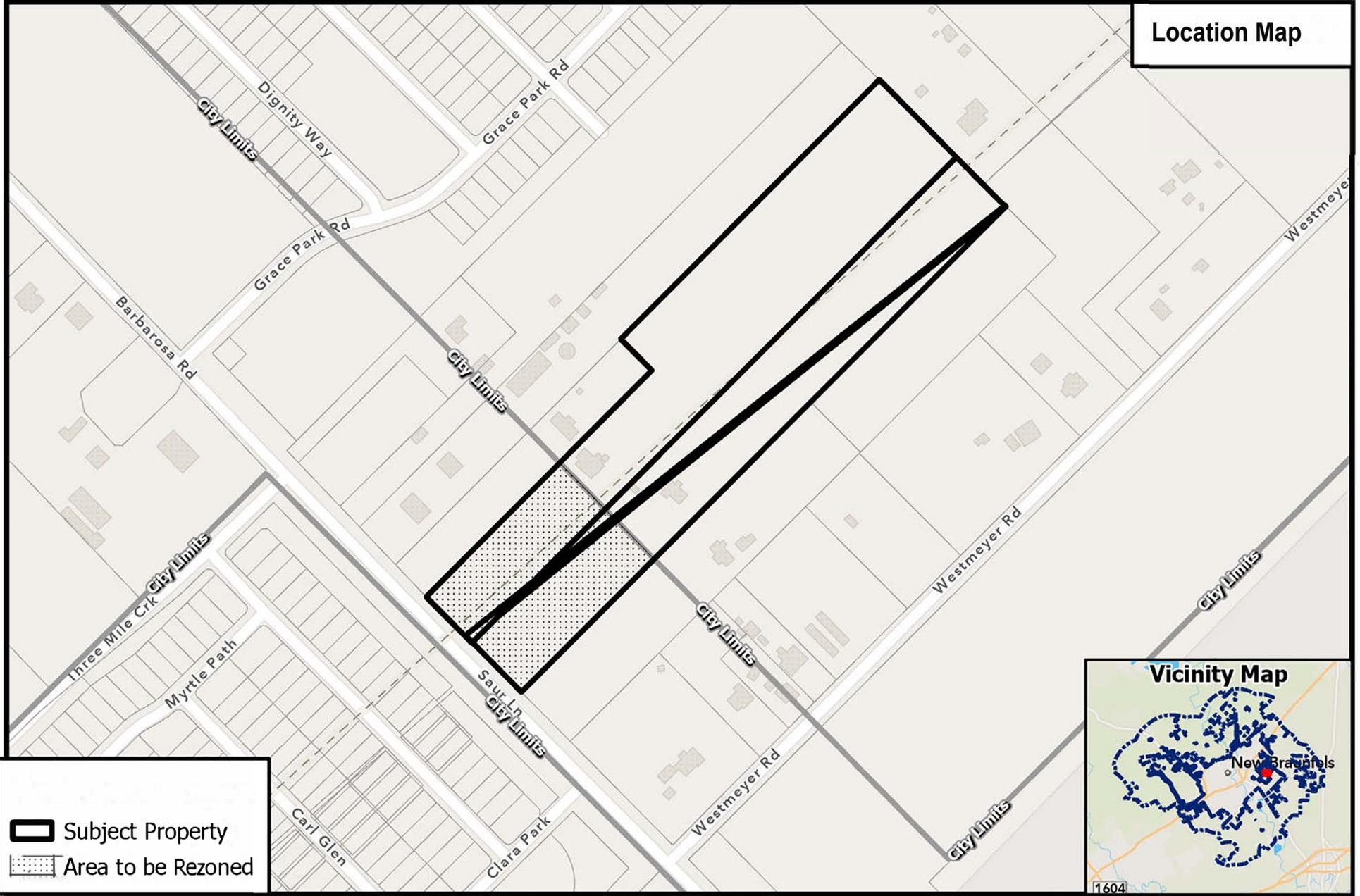
GAYLE WILKINSON, City Secretary

APPROVED AS TO FORM:

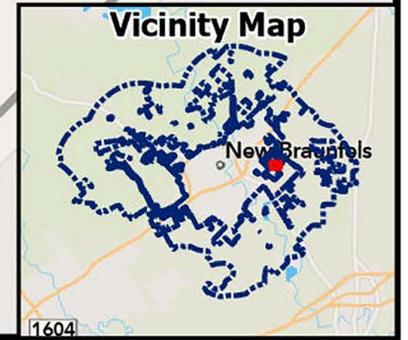
VALERIA M. ACEVEDO, City Attorney

EXHIBIT "A"

Location Map



 Subject Property
 Area to be Rezoned



PZ25-0457
1239 Barbarosa & 1255 Saur Ln -R-2 AH to M-1A AH

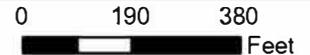


EXHIBIT "B"

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11-010923

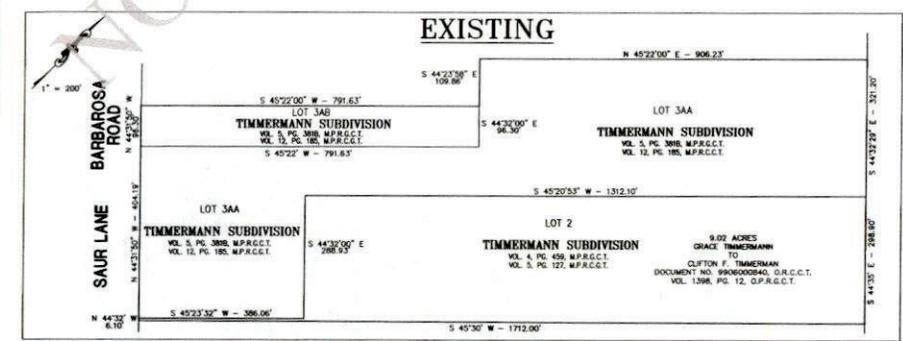
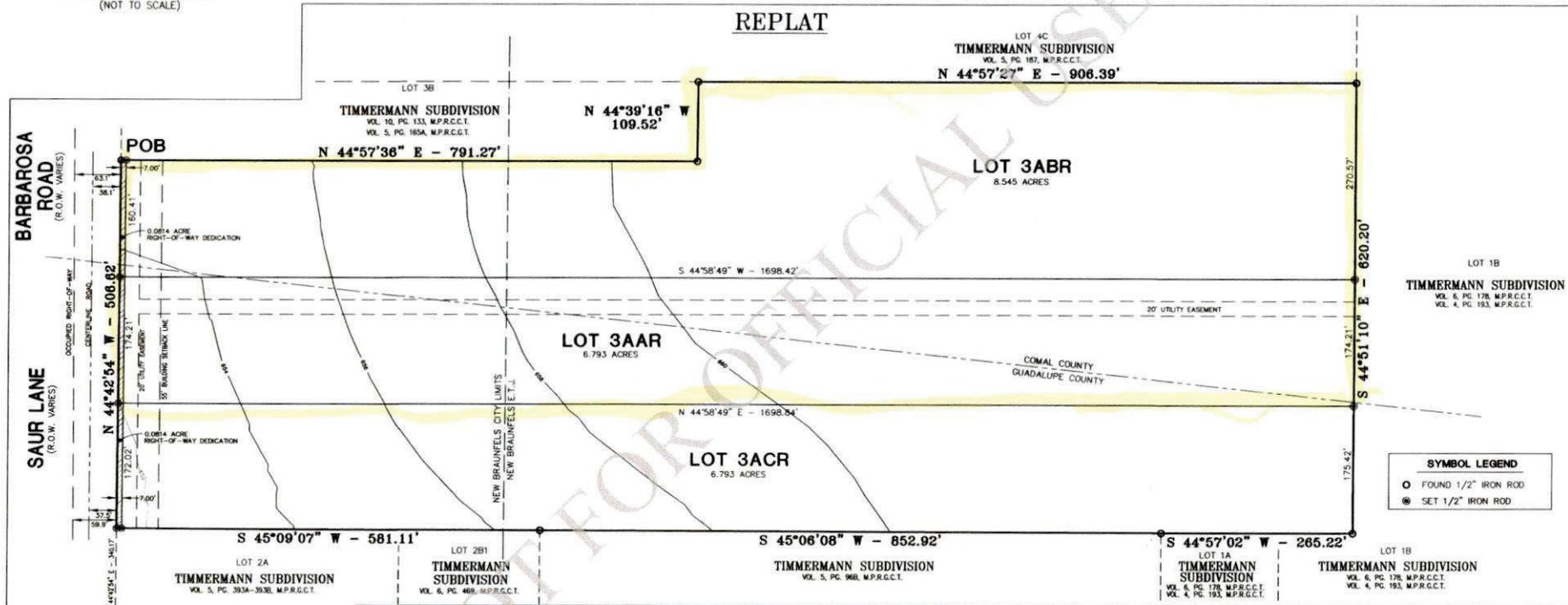
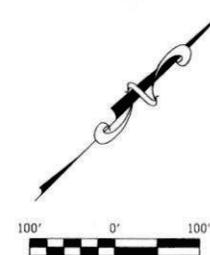
REPLAT OF LOTS 3AA, 3AB, AND A PORTION OF LOT 2, TIMMERMANN SUBDIVISION ESTABLISHING LOTS 3AAR, 3ABR, AND 3ACR

CONSISTING OF:

22.13 ACRES OF LAND, WHICH IS LOTS 3AA AND 3AB, TIMMERMANN SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED UNDER VOLUME 5, PAGE 381B, IN THE MAP AND PLAT RECORDS OF GUADALUPE COUNTY, TEXAS, AND UNDER VOLUME 12, PAGE 185, IN THE MAP AND PLAT RECORDS OF COMAL COUNTY, TEXAS, AND THE RESIDUE OF 9.02 ACRE TRACT DESCRIBED IN THE DEED FROM GRACE TIMMERMANN TO CLIFTON F. TIMMERMANN RECORDED UNDER VOLUME 1398, PAGE 12, IN THE OFFICIAL PUBLIC RECORDS OF GUADALUPE COUNTY, TEXAS, AND UNDER DOCUMENT NO. 9906000840, IN THE OFFICIAL RECORDS OF COMAL COUNTY, TEXAS, WHICH IS A PORTION OF LOT 2, TIMMERMANN SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED UNDER VOLUME 4, PAGE 59, IN THE MAP AND PLAT RECORDS OF GUADALUPE COUNTY, TEXAS, AND UNDER VOLUME 5, PAGE 127, IN THE MAP AND PLAT RECORDS OF COMAL COUNTY, TEXAS, IN A.M. ESNAURIZAR SUBDIVISION NO. 57, A-1 COMAL COUNTY AND GUADALUPE COUNTY, TEXAS.



VICINITY MAP
(NOT TO SCALE)



REPLAT OF LOTS 3AA, 3AB, AND A PORTION OF LOT 2,
TIMMERMANN SUBDIVISION
ESTABLISHING LOTS 3AAR, 3ABR, AND 3ACR
COMAL COUNTY, TEXAS
AND GUADALUPE COUNTY, TEXAS
CONTAINING 3 LOTS
JOB NO. 1302-001-11-500

K LODZIE SURVEYING COMPANY

197 EAST MILL STREET-NEW BRAUNFELS, TX-78130-PHONE: 830-625-6484-FAX: 830-620-6484

ORIGINAL ISSUE DATE: MARCH 24, 2011
ORIGINAL SCALE: 1" = 100'
SHEET 2 OF 2

2/23/2026

Agenda Item No. A)

PRESENTER:

Jeff Jewell, Economic and Community Development Director
Tony Janowiec, President and CEO, Interstate Parking

SUBJECT:

Presentation on a Downtown Parking Update

DEPARTMENT: Economic and Community Development

COUNCIL DISTRICTS IMPACTED: 1, 5

BACKGROUND INFORMATION:

The presentation will include background and updated information on the managed downtown parking program.

ISSUE:

A contract between the City of New Braunfels and Interstate Parking was executed in Spring 2025 to manage paid parking at river parks and in the downtown area.

This presentation serves as a follow-up to the October 20, 2025 City Council update and will provide updated downtown parking data, program performance metrics, and proposed revenue reinvestment strategies.

STRATEGIC PLAN REFERENCE:

Economic Mobility Enhanced Connectivity Community Identity
Organizational Excellence Community Well-Being N/A

FISCAL IMPACT:

There is no fiscal impact for this presentation.