

**DRAFT - MINUTES
OF THE NEW BRAUNFELS ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING OF THURSDAY, OCTOBER 19, 2023**

AGENDA

1. CALL TO ORDER

Vice President Kristen Carden called the meeting to order at 5:02 PM.

2. ROLL CALL

Present: Kristen Carden, Don Austin, Brian Cox, Stuart Hansmann, Larry Hammonds, and Shane Hines

Absent: Kathy Meurin

Also in attendance: Mayor Neal Linnartz

3. APPROVAL OF MINUTES

A) Approval of the September 20, 2023 special-called meeting minutes
Vice President Carden introduced this item.

Director Cox motioned to approve the September 20, 2023 special-called meeting minutes. Director Hines seconded the motion which was approved unanimously.

4. CITIZEN'S COMMUNICATIONS

This time is for citizens to address the Board on issues and items of concerns not on this agenda. There will be no Board action at this time.

None

5. TREASURER'S REPORT

A) Presentation and discussion of the October 2023 Treasurer's Report
Vice President Carden introduced this item.

Jared Werner, Assistant City Manager, presented a PowerPoint addressing the October 2023 Treasurer's Report. Mr. Werner identified an overall growth of 7.4% for the sales tax collection in August; however, once the adjustments and audits were removed, the net increase comparing August 2022 and August 2023 was only 0.1%. At present, the year's total collections are down 1.4%, but they are

exceeding the projected budgeted amount for the year. Mr. Werner shared additional graphs and data to show projected revenues, current commitment projections, and the projected capacity for additional expenditures.

Mr. Werner answered questions from the Board.

6. ADVISORY TEAM REPORT

A) Presentation and discussion on a Quarterly Advisory Report
Vice President Carden introduced this item.

Michele Boggs, Vice President of Economic Development of the Greater New Braunfels Chamber of Commerce presented a PowerPoint for this item. Ms. Boggs quantified the leads for the most recent quarter, identified the reasons for lead disqualification, highlighted the quantity of active projects, provided a review of marketing campaigns, identified business retention and expansion activities, and concluded with upcoming opportunities for development and advancement. Ms. Boggs identified two trends from the Chamber's business visits this quarter to include the lack of childcare availability and the challenges in retaining positions under \$19/hr.

7. DISCUSSION AND ACTION

A) Presentation and update on the Headwaters at the Comal Phase II
Vice President Carden introduced this item.

Jeff Jewell, Economic and Community Development Director provided a brief summary of this item and introduced the presenter, Nancy Pappas.

Nancy Pappas, Managing Director - Headwaters at the Comal, presented a PowerPoint addressing an update on Phase 2 of this project. Ms. Pappas reviewed the phase 2 priorities as updating the entrance/visibility, conditioned spaces, public meeting space, public restroom facilities, and addressing the archeological impacts. Cost increases, fundraising goals, the phasing of the construction plan were also addressed. Ms. Pappas also shared a photo review of the construction and changes to the site to date.

Ms. Pappas answered questions from the Board.

- B) Public hearing, discussion, and possible action approving an expenditure of up to \$250,000 to the SPARK Small Business Center to assist with the operation of an economic development program, a project authorized under 505.102 of the Texas Local Government Code

Vice President Carden introduced this item.

Mr. Jewell provided a brief summary of the expenditure request for this item and answered questions from the Board. Plans to continue reviewing entrepreneurship and a workshop in early 2024 will be scheduled to continue this discussion.

Vice President Carden opened the public hearing at 5:30 PM. No comments were made. Vice President Carden closed the public hearing at 5:32 PM.

Director Austin motioned to approve an expenditure of up to \$250,000 to the SPARK Small Business Center to assist with the operation of an economic development program. Director Cox seconded the motion which was approved unanimously.

- C) Presentation and update on existing Capital Projects and Initiatives

Vice President Carden introduced this item.

Scott McClelland, Assistant Director of Transportation and Capital Improvements, presented a PowerPoint addressing this item. Mr. McClelland identified two quarter highlights - the Westside Library opening on September 16th and the Klein Road Bridge Opening on September 29th. The Department is actively working on 45 projects/initiatives and 24% of the projects are funded by the NBEDC. Mr. McClelland provided an update on the existing 2019 Bond projects, the status of the 2023 Bond projects, a scheduling map for NBEDC funded projects, review of program development plans for this new fiscal year to include two transportation plans, an ADA transition plan, and updates to the Capital Improvement Plan. To conclude, a review of projects with collaborative and coordinated efforts was provided.

Mr. McClelland answered questions from the Board.

- D) Discussion on end-of-year scheduling of NBEDC Meetings

Vice President Carden introduced this item.

Mr. Jewell reminded the Board about the cancellation of November's regular meeting and the reschedule of a workshop and special-called meeting for November 14th. Additionally, the regularly-scheduled December meeting, on the 21st, falls too closely to the holidays and therefore the proposed rescheduled date of December 14th was accepted by the Board.

8. EXECUTIVE SESSION

In accordance with the Texas Government Code, Section 551.071, the Board reserves the right to retire into executive session concerning the items listed on this agenda to consult with its attorney. In addition, the Board may convene in executive session on any of the following items, with any final action being taken in open session:

- A) Deliberate issues regarding economic development negotiations in accordance with Section 551.087 of the Texas Government Code:
 - 1. Project Viper
 - 2. Project Care Package
 - 3. Project Camp Unicorn

Vice President Carden introduced this item.

The Board retired to Executive Session at 5:44 PM. The Board entered Executive Session at 5:47 PM.

Items were discussed in the order of their appearance on the agenda. No action was taken.

The Board returned to open session at 6:19 PM.

9. ADJOURNMENT

Vice President Carden adjourned the meeting at 6:19 PM.

By: _____
KATHY MEURIN, PRESIDENT