



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



**CITY HALL - COUNCIL CHAMBERS
550 LANDA ST.**

MONDAY, NOVEMBER 20, 2023 at 6:00 PM

Neal Linnartz, Mayor
Andres Campos, Councilmember (District 1)
Christopher Willis, Councilmember (District 2)
Harry Bowers, Mayor Pro-Tem (District 3)
Lawrence Spradley, Councilmember (District 4)
Mary Ann Labowski, Councilmember (District 5)
April Ryan, Councilmember (District 6)
Robert Camareno, City Manager

MISSION STATEMENT

***The City of New Braunfels will add value to our community
by planning for the future, providing quality services, encouraging
community involvement and being responsive to those we serve.***

AGENDA

CALL TO ORDER

CALL OF ROLL: CITY SECRETARY

INVOCATION: COUNCILMEMBER LABOWSKI

PLEDGE OF ALLEGIANCE & SALUTE TO THE TEXAS FLAG

1. INDIVIDUAL ITEMS FOR CONSIDERATION

- A) Interview applicants and appoint four (4) individuals to [23-1466](#)
the New Braunfels Economic Development Corporation
with terms ending 11-30-2026.

Gayle Wilkinson, City Secretary

- B) Interview applicants and appoint one (1) individual to the [23-1467](#)
New Braunfels Utilities Board of Trustees for a term
ending November 30, 2028.

Gayle Wilkinson, City Secretary

2. WORKSHOP

- A) Presentation of the AAPRA National Gold Medal Finalist [23-1504](#)
Award.

Chad Donegan, Parks and Recreation Director

- B) Presentation of Parks & Recreation Summer Wrap Up [23-1534](#)

Chad Donegan, Parks and Recreation Director

- C) Presentation of the SAFER Grant Award to the New [23-1563](#)

Braunfels Fire Department for Additional Firefighters

Ruy Lozano, Fire Chief

- D) Presentation and update on proposed fee adjustments [23-1557](#)
for Planning and Development Services, Neighborhood
Services, and Traffic Impact Analysis (TIA) fees.

Sandy Paulos, Director of Finance

- E) Presentation on the Benefits of Walkable Cities [23-1559](#)

Jeff Jewell, Economic and Community Development Director

- F) Presentation and discussion regarding the potential [23-1565](#)
creation of a Youth Advisory Council.

Jared Werner, Assistant City Manager

- G) Presentation and update on the Land Development [23-1468](#)
Ordinance project

Christopher J. Looney, AICP, Planning & Development Services Director

3. EXECUTIVE SESSION

In accordance with the Open Meetings Act, Texas Government Code, Ch. 551, 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.

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

5. 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 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.

11/20/2023

Agenda Item No. A)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Interview applicants and appoint four (4) individuals to the New Braunfels Economic Development Corporation with terms ending 11-30-2026.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** City wide**BACKGROUND INFORMATION:**

The NBEDC board governs the use of the economic development sales tax and makes recommendations to the City Council for projects that encourage and promote the general economic welfare of the City and its residents and businesses. The board makes recommendations to expend resources and/or offer approved incentives for various business facilities, and for the enhancement of the community through the development and/or expansion of public improvements, such as, but not limited to, athletics, parks, tourism, and entertainment facilities. The board may also assist in certain public facilities, transportation and infrastructure improvements, or other business-related improvements relating to existing or anticipated business entities.

The NBEDC is composed of seven residents serving two-year terms. The Mayor and City Manager serve as ex-officio, non-voting members.

The Ad Hoc Committee met to review applications and recommended the following seven (7) applicants for interview for four (4) City Resident Positions:

- Don Austin
- Kathy Meurin
- Jason Hurta
- Jason Briggs
- Johnstuart Blythin
- Kenneth Dalfonso
- Tera Thompson

ISSUE:

Appointments to the New Braunfels Economic Development Corporation require Council approval.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends interviewing applicants and appointing four individuals to the New Braunfels Economic Development Corporation for terms ending November 2026.

11/20/2023

Agenda Item No. B)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Interview applicants and appoint one (1) individual to the New Braunfels Utilities Board of Trustees for a term ending November 30, 2028.

DEPARTMENT: City Secretary

COUNCIL DISTRICTS IMPACTED: City wide

BACKGROUND INFORMATION:

The New Braunfels Utilities' board of trustees is hereby authorized and directed to promulgate city standards for the design, construction, installation, location of street lights, utility layouts, utility easements, gates for utility easements, water supply and water distribution systems, fire hydrants, sewage disposal systems and electric service systems where NBU provides service.

Consists of five city residents serving five-year terms, one of whom shall be the Mayor.

The Ad Hoc Committee met to review applications and recommended the following three (3) applicants to the New Braunfels Utilities Board of Trustees for a term ending November 30-28:

- Judith Dykes-Hoffmann
- Johnstuart Blythin
- Cheryl Boldt

ISSUE:

Appointments to the NBU Board require Council approval.

FISCAL IMPACT:

No fiscal impact.

RECOMMENDATION:

Staff recommends interviewing applicants and appointing one individual to the NBU Board for a term ending November 30. 2028.

11/20/2023

Agenda Item No. A)

PRESENTER:

Chad Donegan, Parks and Recreation Director

SUBJECT:

Presentation of the AAPRA National Gold Medal Finalist Award.

The Gold Medal Awards program honors communities in the United States that demonstrate excellence in parks and recreation through long-range planning, resource management, volunteerism, environmental stewardship, program development, professional development and agency recognition.

The National Gold Medal award celebrates all of the Parks and Recreation offerings in New Braunfels, which features over 700 acres of parkland including an 18-hole championship golf course, a 74,000-square foot recreation center, two historic cemeteries, and the famous Comal River Tube Chute.

The New Braunfels Parks and Recreation Department has previously been a finalist for the National Gold Medal award in 2021 and 2020.

11/20/2023

Agenda Item No. B)

PRESENTER:

Chad Donegan, Parks and Recreation Director

SUBJECT:

Presentation of Parks & Recreation Summer Wrap Up

The Parks & Recreation Department will provide a wrap up of the 2023 summer programs, to include Das Rec, Golf, Recreation, and Park Ranger Divisions.

11/20/2023

Agenda Item No. C)

PRESENTER:

Ruy Lozano, Fire Chief

SUBJECT:

Presentation of the SAFER Grant Award to the New Braunfels Fire Department for Additional Firefighters

DEPARTMENT: Fire Department**BACKGROUND INFORMATION:**

This grant in the amount of \$3,423,383.64 was awarded to the City by the U. S. Department of Homeland Security based on the City's application submitted for the Fiscal Year (FY) 2022 Staffing for Adequate Fire and Emergency Response (SAFER) Grant.

The purpose of the SAFER Grant Program is to provide funding directly to fire departments and volunteer firefighter interest organizations to assist in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments. After careful consideration, FEMA has determined that the grant recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application — including budget information — was consistent with the SAFER Grant Program's purpose and was worthy of award.

Excerpt from Grant Award Letter:

*U.S. Department of Homeland Security
Washington, D.C. 20472*

Effective date: 09/15/2023

*CITY OF NEW BRAUNFELS
550 LANDA ST
NEW BRAUNFELS, TX 78130
EMW-2022-FF-00509*

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2022 Staffing for Adequate Fire and Emergency Response (SAFER) Grant funding opportunity has been approved in the amount of \$3,423,383.64 in Federal funding.

*Sincerely,
PAMELA WILLIAMS*

Breakdown of Amount Awarded:

Object Class	First Year	Second Year	Third Year	Total
Personnel	\$750,981.84	\$776,515.20	\$802,916.76	\$2,330,413.80
Fringe benefits	\$326,732.76	\$376,762.68	\$389,474.40	\$1,092,969.84
Travel	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
Indirect charges	\$0.00	\$0.00	\$0.00	\$0.00
Federal	\$1,077,714.60	\$1,153,277.88	\$1,192,391.16	\$3,423,383.64
Non-federal	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$1,077,714.60	\$1,153,277.88	\$1,192,391.16	\$3,423,383.64
Program Income			\$0.00	

###END###

11/20/2023

Agenda Item No. D)

PRESENTER:

Sandy Paulos, Director of Finance

SUBJECT:

Presentation and update on proposed fee adjustments for Planning and Development Services, Neighborhood Services, and Traffic Impact Analysis (TIA) fees.

DEPARTMENT: Finance

COUNCIL DISTRICTS IMPACTED: All

BACKGROUND INFORMATION:

Presentation and update on the proposed fee adjustments for Planning and Development Services, Neighborhood Services, and Traffic Impact Analysis (TIA) fees.

ISSUE:

N/A

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

11/20/2023

Agenda Item No. E)

PRESENTER:

Jeff Jewell, Economic and Community Development Director

SUBJECT:

Presentation on the Benefits of Walkable Cities

DEPARTMENT: Economic and Community Development

11/20/2023

Agenda Item No. F)

PRESENTER:

Jared Werner, Assistant City Manager

SUBJECT:

Presentation and discussion regarding the potential creation of a Youth Advisory Council.

DEPARTMENT: City Manager's Office

11/20/2023

Agenda Item No. G)

PRESENTER:

Christopher J. Looney, AICP, Planning & Development Services Director

SUBJECT:

Presentation and update on the Land Development Ordinance project

DEPARTMENT: Planning & Development Services**COUNCIL DISTRICTS IMPACTED:** All**BACKGROUND INFORMATION:**

The Land Development Ordinance (LDO) project is overhauling, updating and merging the City's development-related ordinances into a single, user-friendly document housed in a single chapter in the City's Code of Ordinances. Adopting a new consolidated LDO meets 32 specific goals and strategies in Envision New Braunfels. The Comprehensive Plan very specifically calls for modernized rules for the built environment to encourage great urban design for existing and future centers through flexible and innovative development standards, alternatives and regulatory incentives.

The project began with community surveys which generated extensive input from our citizenry. Data from the surveys, key stakeholder interviews, and analysis of the current codes against Envision New Braunfels and modern best practices are noted in an Assessment Report. The report assesses the codes' effectiveness in meeting the goals established by our citizens through Envision New Braunfels.

Two committees specific to the LDO project were created: the Citizens Advisory Committee and the Technical Advisory Committee. These committees have been providing detailed, in-depth review, edits and input of the draft modules developed thus far: Zoning and Development Standards. The public has also been weighing in on the draft modules at public open houses and via online feedback. The third installment, the draft Procedures module, is currently being prepared, with two additional modules to be developed in the months ahead.

Finally, staff has been meeting with other boards and commissions including the Workforce Housing Advisory Committee, the Downtown Board, and the Historic Landmark Commission to obtain their input on LDO topics related to their respective areas of oversight.

ISSUE:

The current development-related ordinances, including but not limited to the Zoning Ordinance (Chapter 144), Subdivision Platting Ordinance (Chapter 118), Sign Ordinance (Chapter 106), and Historic Preservation Ordinance (Chapter 66), were written separately and at different times in New Braunfels' history. The current standards and limited development alternatives have unintended barriers to implementation of Envision New Braunfels, as well as other adopted City plans and policies. The current codes' text-heavy format is not the easiest to read and leads to frequent customer inquiries. Additionally, the ordinances' locations in different

chapters in the City’s Code result in time-consuming cross-referencing, inconsistencies, and the need for periodic formal interpretation issuance.

The last time the zoning ordinance was comprehensively updated was 1987. While new zoning districts were added, the old zoning districts written in the 1960s were not removed and remain in the ordinance as “legacy districts”. The subdivision platting and historic preservation ordinances were written in the 1990s, and the sign ordinance was written in 2006. Much has changed over the last few decades including new development practices and financing requirements; new trends, best practices, and inventions; new science; and new state and federal laws, and Supreme Court rulings. While the City has made edits along the way to comply with changes, the LDO will bring the rest up to date and will consolidate the standards and procedures into a much easier to use document, with graphics, tables and flowcharts.

To more quickly advance some of the goals in the aforementioned plans, staff has brought forward several minor but impactful amendments ahead of LDO project completion. Some of those have included:

- More flexible duplex and accessory dwelling unit standards
- Updated standards for school design
- Streamlined bed-and-breakfast standards
- Updated standards for temporary storage containers/mobile storage pods
- Dark Skies standards for internally illuminated signs
- Lower multifamily density in the C-O District
- Missing-middle housing buffer fence relief

Additional “early-out” amendments coming forward in the next few weeks include:

- Clarification of music allowances adjacent to residential
- Codification of new platting procedure laws enacted by the Texas Legislature
- Streamlining of the process for sign-related appeals
- Revising waiver procedures when budget or safety are factors

More information about the project, process, scope, timeline, public input, modules and Assessment Report can be found at: www.newbraunfels.gov/lbo <<http://www.newbraunfels.gov/lbo>>

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A