

**NEW BRAUNFELS  
CIVIL SERVICE COMMISSION**

**BE IT ORDERED BY THE CITY OF NEW BRAUNFELS CIVIL SERVICE COMMISSION:**

Notice and appropriate action regarding the approval of the **DEPUTY CHIEF** online written promotional examination. The 2-hour examination will be administered on the following date and time:

**Date: Tuesday, May 19, 2026**

**Time: 9:00 a.m.**

**Place: Police Department Training Room  
3030 West San Antonio Street  
New Braunfels, Texas 78130**

The Police Deputy Chief Examination will begin promptly at 9:00 a.m., Tuesday, May 19, 2026. The participants must be present and seated prior to 9:00 a.m. **Late arrivals will not be admitted and are no longer eligible for this examination on this date. Check-in will start at 8:00 a.m.**

**Check In – An examinee shall be checked in and provide proof of identity with a physical form of identification from the provided list below. Examinees with questions concerning acceptable forms of identification must contact the Civil Service Director prior to the date of the examination.**

- **Valid Texas Driver's License**
- **Valid U.S. Passport or U.S. Passport Card**
- **Valid U.S. Military Identification Card**

The Deputy Chief Examination is open to each Police Lieutenant who has continuously been in the Police Lieutenant position for at least two (2) years, and who has four (4) years of service with the New Braunfels Police Department immediately prior to the examination date to meet the required minimum of three (3) candidates. If unable to reach the required three (3) candidates after the tenth (10<sup>th</sup>) day of the registration period for Police Lieutenant, the Deputy Chief Examination is open to each Police Lieutenant with less than two (2) years continuous service in the position of Police Lieutenant with the New Braunfels Police Department immediately prior to the examination in accordance with the City of New Braunfels Firefighters and Police Officers Civil Service Commission Rules and Regulations, and Local Government Code Chapter 143.

**PROMOTIONAL EXAM SIGN UPS WILL BE COMPLETED ELECTRONICALLY.**

All eligible team members desiring to participate in the promotional examination must submit their **NOTICE OF INTENT TO TEST** no later than 5:00 p.m., **Tuesday, April 28, 2026.**

**IF NEEDED**, eligible Police Lieutenant team members with less than two (2) years of service, desiring to participate in the promotional examination must submit their **NOTICE OF INTENT TO TEST** no later than 5:00 p.m., **Tuesday, May 12, 2026.**

The individual raw test scores will be posted outside the main lobby of City Hall by 12:00 p.m. on Wednesday, May 20, 2026, in accordance with Section 143.033 of the Local Government Code.

**PASSED AND APPROVED** this **14<sup>th</sup>** day of **April 2026**.

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PAUL ERICKSEN  
CHAIRPERSON

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HEIDI ALEMAN  
VICE-CHAIRMAN

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KELLY MINOR  
COMMISSIONER

ATTEST:

Posted: \_\_\_\_\_

Date/Time: \_\_\_\_\_

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BECCA MIEARS  
CIVIL SERVICE DIRECTOR

**CITY OF NEW BRAUNFELS  
CIVIL SERVICE COMMISSION**

**BE IT ORDERED BY THE CITY OF NEW BRAUNFELS CIVIL SERVICE COMMISSION:**

Notice and appropriate action regarding the approval of the **DEPUTY CHIEF Promotional Assessment Orientation/Training and Assessment Centers**. The following will be administered on the following dates and times in accordance with the New Braunfels Police Officer Association Meet and Confer Agreement:

**Assessment Online Orientation/Training**

**Date: Monday, June 22, 2026**

**Time: 1:00 PM and 3:00 PM**

**Place: Virtual**

**(ATTENDANCE IS HIGHLY RECOMMENDED)**

**Assessment Center Training (On-Site)**

**Date: Monday, July 6, 2026**

**Time: 2:00 PM**

**Place: 3030 West San Antonio Street, New Braunfels Police  
Department Training Room, New Braunfels, Texas**

**Assessment Centers**

**Date: Tuesday, July 7- Wednesday, July 8, 2026**

**Time: 8:00 am – 5:00 pm**

**Place: 3030 West San Antonio Street, New Braunfels Police  
Department, New Braunfels, Texas**

**APPROVED** this *14th day of April 2026*.

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PAUL ERICKSEN  
CHAIRPERSON

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HEIDI ALEMAN  
VICE-CHAIRMAN

\_\_\_\_\_  
KELLY MINOR  
COMMISSIONER

ATTEST:

Posted: \_\_\_\_\_

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BECCA MIEARS  
CIVIL SERVICE DIRECTOR

Date/Time: \_\_\_\_\_