

**CITY COUNCIL FINANCE AND AUDIT COMMITTEE**  
**CALLED MEETING**  
**CITY HALL – COUNCIL CHAMBERS**  
**550 LANDA STREET**  
**JUNE 24, 2024 @ 4:00 P.M.**

**MINUTES**

Finance and Audit Committee Members Present: Mayor Neal Linnartz, Mayor Pro Tem Andrés Campos, Councilmember Lawrence Spradley

City Staff Present: Jared Werner (Assistant City Manager), Sandy Paulos (Director of Finance), Angie Harris (Assistant Director of Finance), Jennifer Gates (Grants Coordinator), Barbara Coleman (Purchasing Manager), Karrie Cook (Budget Manager), Zach Boytos (Budget Analyst), Christopher Greenwell (Budget Analyst), and Tasha McGee (Finance Administrative Assistant)

**CALL TO ORDER:** Mayor Linnartz called meeting to order June 24, 2024 @ 4:00 P.M.

**CALL OF ROLL:** Sandy Paulos called roll – all members were present, with the exception of Mayor Pro Tem Campos who was running a few minutes late.

1. Approval of Minutes from the March 25, 2024, Finance and Audit Committee Meeting  
Mayor Linnartz moved to approve the minutes. Mayor Pro Tem Campos seconded the motion.
2. Presentations and updates on City of New Braunfels ARPA Funded Non-Profit Grant Program Projects
  - a. Children’s Advocacy Center of Comal County – CACC Counseling & Training Expansion Center  
Stacy Dufur, Executive Director provided an update that the playground equipment has been removed at no cost to the center. The removed playground went to a local non-profit low-income daycare. Project is 5% complete. Continuing to work to secure an architect to design the new playground.
  - b. Comal County Habitat for Humanity – Casas De Esperanza Townhomes Development  
Kandace Tornquist, Interim Executive Director discussed the housing development, which will consist of one single family home and three duplexes. Currently working on civil work infrastructure. Project is in early planning stages, working on securing additional funding and donations. Cost to complete project is \$1.5 million.
  - c. Connections Individual & Family Services – Building Futures – A New Campus for Connections  
Jacob Huerea, CEO, provided updates about project located at 1414 West San Antonio Street. The campus will feature an emergency children’s shelter, a transitional living program, community counseling, and substance abuse prevention. They have spent the money raised. The project is currently facing a \$2 million budget shortfall. Project is projected to completed in October 2025.
  - d. Crisis Center of Comal County – Development of Landa Street Property for Shelter  
T.J. Grossi presented on behalf of the CEO who was unable to attend the meeting. Project was awarded \$1 million to construct a three-story integrated emergency and transitional living shelter. They are working on a contract with selected contractor. They

plan to break ground on July 10. Currently raising additional money to fund the building phase of the project.

- e. **Friends of CHRISTUS Santa Rosa Foundation – New Braunfels Nursing Training & Education Center**  
Jim Scheele, Philanthropy Officer, provided an update on the two projects they were awarded funding for. The Nurse Training and Education Center received \$50 thousand in funding and will transform an existing site into a state-of-the-art training facility. The current site is hosting trainings and courses that started at the beginning of June 2024. Construction and building updates will continue to be made through project completion in September 2024.
- f. **Friends of CHRISTUS Santa Rosa Foundation – Outpatient Rehabilitation Center**  
Jim Scheele, Philanthropy Officer, also discussed their second project, the Outpatient Rehabilitation Center on Landa Street. They were awarded \$140 thousand, and the project is about 75% complete. The center is twenty-four thousand square feet and will feature four large treatment gyms, eight private treatment rooms, and male and female locker rooms. The project is projected to be completed in August 2024.
- g. **NB Housing Partners – Community Resource Center**  
Kelly Stallings, Executive Director, shared that the project is to improve housing for homeless and low-income residents. The application process provided two locations that work for the project. An RFQ is in place to select an architect that can build the units. Working on contracting to work on existing house on site two, to provide housing for adults that are already working in the community. There will be housing for forty-eight individuals. Looking to have a more permanent shelter in place to close the gap in housing needs. The project is facing a 30% budget shortfall. The next phase is looking to add twenty-five additional shelter beds, an in-door dining room, more office space for case management and to provide health care and counseling onsite.
- h. **New Braunfels Youth Collaborative – New Braunfels Youth Center**  
Stacey Dicke, Executive Director, provided an update that the project is currently renovating the former education center on Mill Street into a youth center. 100% of construction documents are completed for the gymnasium and center and have been submitted for permitting. The project cost is \$9.7 million. They have raised 65% of total budget. Mabee Foundation participating in a grant challenge, if they raise \$2.7 million, the foundation will provide \$1 million in funding. Gymnasium should be done by September 2025. Youth Advisory Council consisting of twelve students will provide input on the finishes and programs that will be available at the center. Renderings of the site were shown.
- i. **San Antonio Food Bank – New Braunfels Apple Seeds Apartments**  
Eric Cooper, President & CEO, stated the project has started, thankful for the City's help guiding them through the funding process. Total budget for project is \$10.9 million, however this doesn't include development fees and the land costs. Still need to obtain one final permit, then the general contractor will get started. The project is garnering a lot of attention which has helped with fundraising efforts.

Audience member asked about if these projects will be triggered for an audit due to the threshold of funding. Jennifer Gates, Grant Coordinator, stated that all the city funding is subject to the audit, have ongoing audits with Baker Tilly, and are continuing to audit the projects.

**ADJOURNMENT:** The meeting was adjourned at 4:29 PM.