



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



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

MONDAY, JULY 13, 2026 at 6:00 PM

Michael French, Mayor	Lawrence Spradley, Councilmember (District 4)
Toni L. Carter, Councilmember (District 1)	Mary Ann Labowski, Councilmember (District 5)
Michael Capizzi, Mayor Pro Tem (District 2)	Nikki Shaw, 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: MARY ANN LABOWSKI

PLEDGE OF ALLEGIANCE & SALUTE TO THE TEXAS FLAG

PROCLAMATIONS:

A) Parks & Recreation Month

[26-629](#)

CITIZENS COMMUNICATIONS

We will now open Citizens Communications, our public comment period where our citizens are heard. In the interest of time and structure, this period is specifically for individuals to address the City Council on issues and items of concern that are not listed on this agenda. There will be no City Council action at this time. Citizens will be provided the right to speak on posted agenda items, which we will recognize later when those specific items are called. In the interest of protecting the City's network and data security, we cannot accept flash drives or electronic files at the podium. (You do need to upload your digital files to the City Secretary's online form two hours prior to the meeting). Please use hard copies on our overhead projector for the Council to view. Individuals desiring to speak, please line up behind the podium and be ready. This is your time to address your City Council. We only ask that you remain respectful and courteous to everyone in the room. When you reach the podium, please state your name and whether you are a resident of New Braunfels, a non-resident, or live within our ETJ. Thank you.

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 June 8th and June 22nd, 2026 special [26-760](#) and regular city council meeting minutes.
Natalie Baker, Deputy City Secretary
- B) Approval of a contract award for the construction of the [26-745](#) Gruene Road and Post Road Intersection and the Zipp Road and Old Zipp Road Intersection to E-Z Bel Construction and authorization for the City Manager to execute any change orders and project expenditures up to the contingency amount.
Garry Ford, Transportation and Construction Services Director
- C) Approval of a professional services agreement with [26-742](#) Freese and Nichols, Inc. for the completion of the plans, specifications, and cost estimates of the Alamo Area Metropolitan Planning Organization Citywide Pedestrian Improvement Phase 2 Project.
Garry Ford, Transportation and Construction Services Director
- D) Approval of Natalie Thamm and Daniel Jones as contract [26-764](#) municipal prosecutors under the existing contract with Denton Navarro Rodriguez Bernal Santee & Zech, P.C..
Nathan Brown, City Attorney's Office
- E) Approval of the purchase of vehicles and equipment from [26-714](#) Lake Country Chevrolet and Holt Truck Center for Public Works and New Braunfels Police Department, and approval to declare replaced units as surplus.
Shane Knudson, Fleet Manager
- F) Approval of a budget amendment for the FY 2026 [26-769](#) General Fund - City Attorney Department Budget.
Becky Wiatrek, Assistant Director of Finance
- G) Approval of a modification to the annual contracts with [26-702](#) Roadway Striping, Inc and Interstate Barricades & Markings, Inc for pavement marking services on an

as-needed basis for the City.

Greg Malatek, Public Works Director

- H) Approval of an adjustment to the authorized Citywide full [26-777](#)
time equivalent from 907.5 to 907.75.

Becca Miears, Director of Human Resources

Resolutions

- I) Approval of a resolution renewing a Memorandum of [26-732](#)
Understanding (MOU) between Texas Parks and Wildlife
Department (TPWD) and the New Braunfels Fire
Department for prescribed live-fire training.

Ruy Lozano, Fire Chief and Tyler Hindman, Division Chief

- J) Approval of a resolution recommended by the New [26-655](#)
Braunfels Economic Development Corporation forgiving
the New Braunfels National Airport loan remaining
balance of \$644,770, pursuant to 501.103 of the Texas
Local Government Code.

Jeff Jewell, Director of Economic & Community Development

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 reading of an ordinance requested [26-622](#)
by Pamela Johnson granting the historic rehabilitation tax
incentive for a period of 10 years for the property at 941
Lee Street, a locally designated historic landmark.

Katie Totman, Historic Preservation Officer

Applicant/Owner: Pamela Johnson

2. PRESENTATIONS

- A) Presentation, update, and possible direction to staff on [26-803](#)
the 2019 Bond Project - Police Department
Headquarters.

Jordan Matney, Deputy City Manager

Robert Camareno, City Manager

- B) Discussion and possible direction regarding amending [26-805](#)
the downtown paid parking program, to include three
hours of free parking for Resident River Parking permit
holders.

Michael French, Mayor of New Braunfels

3. 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 consideration of amendments to the [26-730](#) Mayfair Master Framework Plan requested by Thad Rutherford of Southstar at Mayfair Developer, LLC.

Christopher J. Looney, AICP, Neighborhood and Community Planning Department Director
Applicant/Owner: Thad Rutherford, President & CEO Southstar at Mayfair Developer, LLC

- B) Discuss and consider the approval of the submission of [26-665](#) the Community Development Block Grant Annual Action Plan, and its associated funding recommendations, for Program Year 2026 to the U.S. Department of Housing and Urban Development.

Christopher Greenwell, Grants Coordinator

- C) Discuss and consider the approval of a resolution [26-704](#) recommended by the New Braunfels Economic Development Corporation approving an expenditure of up to \$2.4M for additional construction and financing costs of Castell Avenue Phase 1 - Coll Street Drainage Improvement, pursuant to Section 501.103 of the Texas Local Government Code.

Jordan Matney, Deputy City Manager

- D) Discuss and consider a joint-bid contract between the [26-768](#) City of New Braunfels and New Braunfels Utilities, with Pesado Construction Company, Inc. for construction of the Castell Avenue Phase 1 - Coll Street Improvements along with authorization for the City Manager to execute change orders up to the contingency amount, and construction-related expenditures within the project budget.

Jordan Matney, Deputy City Manager

- E) Discuss and consider a resolution recommended by the [26-654](#) New Braunfels Economic Development Corporation approving a project expenditure of up to \$700,000 to the City of New Braunfels for the construction of Alamo Area Metropolitan Planning Organization Citywide Pedestrian Improvements Phase 1, pursuant to 505.152 of the Texas Local Government Code.

Jordan Matney, Deputy City Manager

- F) Discuss and consider a contract amendment to the [26-738](#) professional services agreement with Freese and Nichols, Inc. for Construction Administration Services for the Alamo Area Metropolitan Planning Organization Citywide Pedestrian Improvement Phase 1 Project.

Jordan Matney, Deputy City Manager

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.

- A) Deliberate the appointment and employment of a City [26-776](#) Attorney, including matters related to the search and selection of candidates, pursuant to Texas Government Code Section 551.074 (Personnel Matters).
- B) Deliberate the appointment, reassignment, evaluation, [26-802](#) duties, discipline, or removal of the Interim City Attorney in accordance with Section 551.074 of the Texas Government Code.

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.

TAXPAYER IMPACT STATEMENT:

TAXPAYER IMPACT STATEMENT

Comal County & Guadalupe County

House Bill 1522, passed by the Texas Legislature in 2025, amends section 551.043 of the Texas Government Code to require that the notice of a meeting required to be posted under section 551.043(a) of the Texas Open Meetings Act, at which a governmental body will discuss or adopt a budget for the governmental body, must include a taxpayer impact statement showing, for the median-valued homestead property, a comparison of the property tax bill in dollars pertaining to the property for the current fiscal year to an estimate of the property tax bill in dollars for the same property for the upcoming fiscal year.

The City of New Braunfels has adopted a budget for FY 2026.

2024 Value of Median-Valued Homestead Property in Comal County	\$ 349,106
2024 Property Tax Bill for the Current Fiscal Year (\$0.0.408936)	\$ 1,428
2025 Value of Median-Valued Homestead Property in Comal County	\$ 354,783
Estimated 2025 Property Tax Bill for the Upcoming Fiscal Year if the City Adopts the Proposed Budget and Tax Rate (\$0.408936 per \$100 of value)	\$ 1,451
Estimated 2025 Property Tax Bill for the Upcoming Fiscal Year if the City Adopts a Balanced Budget Funded at the No-New-Revenue Tax Rate (\$.409475 per \$100 of value)	\$ 1,453

2024 Value of Median-Valued Homestead Property in Guadalupe County	\$ 331,133
2024 Property Tax Bill for the Current Fiscal Year (\$0.0.408936)	\$ 1,354
2025 Value of Median-Valued Homestead Property in Guadalupe County	\$ 311,795
Estimated 2025 Property Tax Bill for the Upcoming Fiscal Year if the City Adopts the Proposed Budget and Tax Rate (\$0.408936 per \$100 of value)	\$ 1,275
Estimated 2025 Property Tax Bill for the Upcoming Fiscal Year if the City Adopts a Balanced Budget Funded at the No-New-Revenue Tax Rate (\$.409475 per \$100 of value)	\$ 1,277

The estimates in this Impact Statement are valid only for the FY 2026 adopted budget and tax rate.



City Council Agenda Item Report

550 Landa Street
New Braunfels, TX

7/13/2026

Agenda Item No. A)



Proclamation

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

WHEREAS, parks and recreation programs are an integral part of communities throughout this country, including the City of New Braunfels, Texas; and

WHEREAS, parks and recreation promotes health and wellness, improving the physical and mental health of people who live near parks; and

WHEREAS, parks and recreation promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimer's; and

WHEREAS, parks and recreation encourages physical activities by providing space for popular sports, hiking trails, swimming pools and many other activities designed to promote active lifestyles; and

WHEREAS, parks and recreation is a leading provider of healthy meals, nutrition services, and education; and

WHEREAS, park and recreation programming and education activities, such as out-of-school time programming, youth sports and environmental education, are critical to childhood development; and

WHEREAS, parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks and recreation are fundamental to the environmental well-being of our community; and

WHEREAS, parks and recreation are essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters and climate change; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month.

NOW THEREFORE, be it resolved, that I, Michael French, Mayor of the City of New Braunfels, Texas, hereby proclaim July 2026 as

"Parks & Recreation Month"

in New Braunfels.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of New Braunfels to be affixed this the 13th day of July 2026.

CITY OF NEW BRAUNFELS

MICHAEL FRENCH, Mayor

7/13/2026

Agenda Item No. A)

PRESENTER:

Natalie Baker, Deputy City Secretary

SUBJECT:

Approval of the June 8th and June 22nd, 2026 special and regular city council meeting minutes.

**FINAL - MINUTES
OF THE NEW BRAUNFELS CITY COUNCIL
REGULAR MEETING OF MONDAY, JUNE 8, 2026**

CALL TO ORDER

Mayor Linnartz called the meeting to order at 6:16 p.m.

CALL OF ROLL: CITY SECRETARY

Present: 6 - Councilmember Michael Capizzi, Councilmember D. Lee Edwards, Mayor Pro Tem Lawrence Spradley, Councilmember April Ryan, Councilmember Mary Ann Labowski, and Mayor Neal Linnartz

Absent: 1 - Councilmember Toni Carter

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

INVOCATION: MAYOR LINNARTZ

Mayor Linnartz 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) Make Music Day

Mayor Linnartz read the aforementioned proclamation.

Members from the New Braunfels Convention & Visitors Bureau accepted the proclamation and addressed council.

B) Responsible Fatherhood Month

Mayor Linnartz read the aforementioned proclamation.

Members from the Solomon's Porch Ministries accepted the proclamation and addressed council.

C) National Safety Month

Mayor Linnartz read the aforementioned proclamation.

Members from the City of New Braunfels Risk and Safety Team accepted the proclamation and addressed council.

CITIZENS COMMUNICATIONS

This time is for citizens to address the City Council on issues and items of concern 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.

The following individuals spoke at this time: David Warmke, Thomas Campbell, Michael Murphy, Marcie Salinas, Angela Allen, Jim Holster, Jay Ryder, Lynn McCord, Rita McNeal Owens, Danae Delaney, Rosa Hopkins, David Smith, Eva Pepitone

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 May 26, 2026, city council regular and executive session meeting minutes.
- B) Approval of an agreement with Pape-Dawson Consulting Engineers, LLC to collect, analyze, and prioritize right-of-way data to be used with the City's Americans with Disabilities Act Self-Evaluation and Transition Plan.
- C) Approval of a contract with Denton Navarro Rodriguez Bernal Santee & Zech, P.C., the approval of Justin Plescha as contract municipal prosecutor and the appropriate budget amendment
- D) Approval of the Roadway Impact Fee report for the period April 1, 2025 to September 30, 2025 as recommended by the Roadway Impact Fee Advisory Committee
- E) Approval of a contract with Charter Communications Operating, LLC (Spectrum) for fiber internet and enterprise TV services.

- F) Approval of a license agreement between the City of New Braunfels and the Neue, LLC for encroachments in the public right-of-way of West San Antonio Street.

Resolutions

- G) Approval of a resolution granting the authority to New Braunfels Utilities to sell a 1.043 acre tract of land located at 156 Texas Avenue, New Braunfels, Texas, 78130, Comal County Property ID No. 151576 and authorizing the New Braunfels Utilities Board of Trustees or designee of such Board to negotiate and execute all necessary documents in connection therewith

Ordinances

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

- H) Approval of the second and final reading of an ordinance, of the City Council of the City of New Braunfels, Texas, accepting and approving an Annual Service Plan Update to the Service and Assessment Plan and updated Assessment Roll for the Solms Landing Public Improvement District; making and adopting findings; providing a cumulative repealer clause; and providing an effective date.

Approval of the Consent Agenda

Mayor Linnartz read the aforementioned resolution and ordinance of the consent agenda.

Councilmember Ryan made a motion to approve the consent agenda. Councilmember Labowski seconded the motion which passed unanimously.

Absent:

Councilmember Carter

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) Discuss and Consider Approval of an Ordinance Authorizing the Issuance of "City of New Braunfels, Texas, Utility System Revenue Program Notes, Taxable Series" in an Aggregate Principal Amount of Not to Exceed \$25,005,000 to Provide Interim Financing to Pay Project

Costs for Eligible Project for the City's Utility System, Approving and Authorizing the Execution of Agreements to be Entered into in Connection with the Program Notes and Resolving Other Matters Incident and Related Thereto.

Mayor Linnartz read the aforementioned item.

Jessica Williams presented this item to council using a powerpoint presentation and answered questions.

The following individuals spoke at this time: Tiffany Kelly, Richard Kelsheimer,

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

Absent:

Councilmember Carter

- B) Discuss and consider approval of a resolution of the City of New Braunfels, Texas, authorizing the use of eminent domain proceedings by New Braunfels Utilities (NBU) for the acquisition of easements that are necessary to advance and achieve the public use of expanding the New Braunfels Utilities' Water System to increase water capacity to meet existing and future needs and ensure reliability, in the event negotiations are unsuccessful:
- a. a permanent utility easement of 0.005 acres and a temporary construction easement of 0.042 acres being situated out of Lot 13, Pleasant View Subdivision in Comal County, Texas according to the plat thereof recorded in Volume 4, Page 54 of the Map and Plat Records of Comal County, Texas, as conveyed to Leonardo Hernandez III, Herman G. Hernandez, Yvette Hernandez Rodriguez, Yvonne Hernandez Garcia and Michael R. Hernandez by Gift Deed recorded in Document No. 201706012849, Official Public Records, Comal County, Texas, as it may have been modified by Affidavit of Correction Concerning Instrument recorded in Document No. 202006016641, Official Public Records, Comal County Texas, also known as Comal County Parcel No. 44948

Mayor Linnartz read the aforementioned item.

Mike Short and Bruce Haby of New Braunfels Utilities presented this item to council using a powerpoint presentation and answered

questions.

The following individuals spoke at this time: Angela Keller

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

Absent:

Councilmember Carter

- C) Discuss and consider the second and final reading of an ordinance requested by Paul Paniagua of approximately 0.3 acres out of the City Block Subdivision 3007, Lot 4, from C-2 (General Business District) to C-2 SUP (General Business District with a Special Use Permit to allow Short-Term Rental of a Residence), currently addressed at 1258 West San Antonio Street.

Mayor Linnartz read the aforementioned item.

Christopher Looney presented this item to council using a powerpoint presentation.

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

Opposed:

Mayor Pro Tem Spradley, and Councilmember Labowski

Absent:

Councilmember Carter

- D) Discuss and consider the second and final reading of an ordinance requested by Maria Chavez of approximately 0.2 acres out of the City Block Subdivision 1072, Lot 10, from C-3 (Commercial District) to C-3 SUP (Commercial District with a Special Use Permit to allow a Short-Term Rental of a Residence), currently addressed at 284 Perryman Street.

Mayor Linnartz read the aforementioned item.

Christopher Looney presented this item to council using a powerpoint presentation. The applicant, Maria Chavez, addressed council and answered questions.

Councilmember Labowski motioned to approve this item.

Councilmember Ryan seconded the motion which passed unanimously.

Absent:

Councilmember Carter

E) Discuss and consider approval of the composition and selection process for the proposed Charter Review Commission.

Mayor Linnartz read the aforementioned item.

Robert Camareno presented this item to council and answered questions.

Staff was given direction of composing the charter review committee to a max of seven members and to open an application process in which each council member would select their choice. Councilmember Edwards places emphasis on diversity and qualifications on the selection of the committee.

The following individuals spoke at this time: Tiffany Kelly, David Warmke, Richard Kelsheimer

No action was taken at this time.

3. PRESENTATIONS:

A) Presentation and update on the Street Safety Action Plan progress and Vision Zero.

This item was not presented to council.

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.

There were no executive session items.

No action was taken at this time.

ADJOURNMENT

Mayor Linnartz adjourned at 8:07 p.m.

By: _____
NEAL LINNARTZ, MAYOR

Attest:

GAYLE WILKINSON, CITY SECRETARY

**DRAFT - MINUTES
OF THE NEW BRAUNFELS CITY COUNCIL - SPECIAL
REGULAR MEETING OF MONDAY, JUNE 22, 2026**

CALL TO ORDER

Mayor Linnartz called the meeting to order at 5:30 p.m.

CALL OF ROLL: CITY SECRETARY

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

1. WORKSHOP

A) Discuss and consider the approval of an ordinance declaring the canvass and result of the Runoff Election held on June 13, 2026, to elect a mayor and one member of the New Braunfels City Council; containing a savings clause; declaring an effective date upon one reading.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson presented this item to council and read the official election results.

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

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.

4. ADJOURNMENT

Mayor Linnartz adjourned the meeting at 5:33 p.m.

By: _____
MICHAEL FRENCH, MAYOR

Attest:

GAYLE WILKINSON, CITY SECRETARY

**FINAL - MINUTES
OF THE NEW BRAUNFELS CITY COUNCIL - SPECIAL
REGULAR MEETING OF MONDAY, JUNE 8, 2026**

CALL TO ORDER

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

CALL OF ROLL: CITY SECRETARY

Present 6 - Councilmember D. Lee Edwards, Mayor Pro Tem Lawrence Spradley, Councilmember Michael Capizzi, Councilmember April Ryan, Mayor Neal Linnartz, and Councilmember Mary Ann Labowski

Absent 1 - Councilmember Toni Carter

1. CONSENT AGENDA

Consent agenda items A-H were pulled for individual consideration by Angela Keller and Angela Allen. The consent agenda was delayed until after the regular city council meeting which began at 6:00 p.m.

City Council reconvened at 8:16 p.m.

A) Approval of the appointments to the Airport Advisory Board of Wesley Stamps and Kyle Kimmell for the two (2) City Resident seats with terms ending 05-31-2029.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson presented this item to council.

The following individuals spoke at this time: Angela Allen, Wayne Peters

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

Absent:

Councilmember Carter

B) Approval of the appointment to the Arts Commission of Amy Payne to the city resident seat with a term ending 05-31-2029 and Linda Gabbard to the Greater NB Arts Council seat (3) recommendation with a term ending 05-31-2029.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson presented this item to council.

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

Absent:

Councilmember Carter

- C) Approval of the appointment of Brandon Mund, Steve Quidley, and Andrea Ranft to the Board of Adjustment for three (3) At Large seats with terms ending 05-31-2028 and Adam Schneider and Brad Porter for two (2) Alternate seats with terms ending 05-31-2028.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson stated there is no new information to add other than what has been provided in the agenda packet.

The following individuals spoke at this time: Rita McNeal Owens, Angela Allen

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

Absent:

Councilmember Carter

- D) Approval of the appointments of Tammy Walden and Seth Meier to the City Resident seats for the Heritage Commission with terms ending 05-31-2029.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson stated there is no new information to add other than what has been provided in the agenda packet.

The following individuals spoke at this time: Angela Allen

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

Absent:

Councilmember Carter

- E) Approval of appointment to the Historic Landmark Commission to Jonathon Frazier as a City Resident with a term ending 05-31-2029.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson stated there is no new information to add other than what has been provided in the agenda packet.

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

Absent:

Councilmember Carter

- F) Approval of the appointment of Bret Bradberry and Tera Thompson to the Regional Workforce Education Alliance (RWEA) for two (2) vacant At Large seats with terms ending 05-31-2028 and Eric Kennedy for one (1) unexpired At Large seat with a term ending 05-31-2027.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson stated there is no new information to add other than what has been provided in the agenda packet.

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

Absent:

Councilmember Carter

- G) Approval of the appointment to the Watershed Advisory Committee of Craig Wilson to the Engineer seat with a term ending 05-31-2029, Alexander Morvant to the Landscape Planner/Architect/Arborist seat with a term ending 05-31-2029, Gian Carlo Villarreal to the HOA Representative seat with a term ending 05-31-2029, and Kyle Braune as the Mayoral appointment with a term ending 05-31-2029.

Mayor Linnartz read the aforementioned item with the exception of the mayoral appointment

Gayle Wilkinson presented this item to council and addressed that the

only three appointments that are being considered in this item are the Engineer seat, the Landscape Planner/Architect/Arborist seat, and the HOA representative seat. The Mayoral appointment for this item was misstated and will be addressed at a later time.

Mayor Pro Tem Spradley motioned to approve this item without the Mayoral appointment. Councilmember Labowski seconded the motion which passed unanimously.

H) Approval of the appointments for the Downtown Board to include Gary Seals and David Kneuper for the Downtown Property/Business Owners Seats with terms ending 05-31-2029, Cheryl Fisher for the Brauntex Representative Seat with a term ending 05-31-2029, and Sarah Harper for the Schlitterbahn Representative Seat with a term ending 05-31-2029.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson stated there is no new information to add other than what has been provided in the agenda packet.

The following individuals spoke at this time: Rita McNeal Owens, Timothy Davis

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

Absent:

Councilmember Carter

2. WORKSHOP

A) Interview applicants and appoint three (3) individuals to the New Braunfels Planning Commission for three (3) At Large seats with terms ending 05-31-2029.

Mayor Linnartz requested this item be addressed prior to the consent agenda items that were pulled for individual consideration. No objection was made to move this item first.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson presented this item to council.

Robert Camareno addressed council and gave remarks on the composition of the city's boards and commissions.

Lee Ream, the Interim City Attorney, was introduced and also spoke on this item.

The following applicants were interviewed at this time: Chad Nolte, Jessica Schaefer, Jerry Sonier, John Mathis, and Kevin Fain.

The following individuals spoke at this time: Angela Keller, Marty Hiles, Michael French, Christina French, Rita McNeal Owens, Julie King, Joyce Compton, Amy Payne, Randy Klausen, Steven Brockman, David Warmke, Angela Allen, Thomas Campbell, Lynn Thomson.

The following individuals were nominated to the Planning Commission At-Large positions ending May 21, 2029: Chad Nolte, Jerry Sonier, and John Mathis.

Councilmember Capizzi motioned to appoint the nominated applicants. Councilmember Labowski seconded the motion which passed unanimously.

Councilmember Capizzi motioned to recess. Councilmember Ryan seconded the motion which passed unanimously.

The meeting recessed at 6:08 p.m. and reconvened following the regular council meeting adjourned.

Absent:

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.

4. 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.

5. ADJOURNMENT

Mayor Linnartz adjourned at 8:42 p.m.

By: _____
NEAL LINNARTZ, MAYOR

Attest:

GAYLE WILKINSON, CITY SECRETARY

**DRAFT - MINUTES
OF THE NEW BRAUNFELS CITY COUNCIL
REGULAR MEETING OF MONDAY, JUNE 22, 2026**

CALL TO ORDER

Mayor Linnartz called the meeting to order at 6:00 p.m.

CALL OF ROLL: CITY SECRETARY

Mayor Linnartz and Councilmember Ryan were present.

Present: 7 - Councilmember Toni Carter, Councilmember Michael Capizzi, Councilmember D. Lee Edwards, Mayor Pro Tem Lawrence Spradley, Councilmember Mary Ann Labowski, Mayor Michael French, and Councilmember Nikki Shaw

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

INVOCATION: MAYOR PRO TEM SPRADLEY

Mayor Pro Tem Spradley 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.

ELECTION ACTIONS:

A) Complete and issue certificate of election to the Mayor - elect, Michael Alexander French for the Mayoral position.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson indicated this has been completed.

B) Complete and issue Certificate of election to the Councilmember - elect, Nikki L. Shaw for District 6.

Mayor Linnartz read the aforementioned item.

Gayle Wilkinson indicated this has been completed.

C) Administer the oath of office to Mayor - elect, Michael Alexander French.

Mayor Linnartz read the aforementioned item.

Mayor-elect French was joined by family and friends. Randy Henson

offered a prayer; Judge Rose Zamora administered the oath of office to Mayor-elect French.

Mayor French addressed the audience and his peers and took his seat on the dais.

D) Administer the oath of office to District 6 Councilmember - elect, Nikki L. Shaw.

Mayor French read the aforementioned item.

Councilmember-elect Shaw was joined by her sister. Judge Rose Zamora administered the oath of office to Councilmember-elect Shaw.

Councilmember Shaw addressed the audience and her peers and took her seat on the dais.

E) Presentation and recognition of the public service rendered by Neal Linnartz as the Mayor of New Braunfels, Texas.

Mayor French read the aforementioned item.

City Manager Camareno presented former Mayor Linnartz with a proclamation, a New Braunfels street sign, and flag honoring his service to city council.

Former Mayor Linnartz addressed the audience.

F) Presentation and recognition of the public service rendered by Councilmember April Ryan as District Six Councilmember.

Mayor French read the aforementioned item.

City Manager Camareno presented former Councilmember Ryan with a proclamation, a New Braunfels street sign, and an award honoring her service to city council.

Former Councilmember Ryan addressed the audience.

Councilmember Shaw requested a 10-minute recess for her and mayor French to say hello and thank you to their supporters who couldn't make it into chambers during the oaths of office. There were no objections.

Mayor French called for a recess at 6:24 p.m.

Mayor French reconvened the meeting at 6:44 p.m.

G) Discuss and consider the election of a Mayor Pro Tem.

Prior to mayor French reading the item, Mayor Pro Tem Spradley welcomed Mayor French and Councilmember Shaw to the dais and withdrew his name for consideration for the Mayor Pro Tem seat.

Mayor French announced he will be inviting a parliamentarian, Robert Stinson, to assist him with parliamentary procedure for the evening. Mayor French gave a statement on how important a Mayor Pro Tem's position is.

Mayor French read the aforementioned item.

Councilmember Shaw motioned to nominate Councilmember Carter as Mayor Pro Tem. Mayor French also endorsed the nomination for Councilmember Carter.

Councilmember Labowski addressed council with her desire to be considered for Mayor Pro Tem.

Councilmember Edwards nominated Councilmember Capizzi for Mayor Pro Tem.

Mayor French closed nominations for Mayor Pro Tem.

Mayor French asked for a show of hands to appoint Councilmember Carter as Mayor Pro Tem with a 3 to 4 vote.

The following opposed: Councilmember Capizzi, Councilmember Edwards, Councilmember Spradley, Councilmember Labowski

Mayor French asked for a show of hands to appoint Councilmember Labowski as Mayor Pro Tem with a 2 to 5 vote.

The following opposed: Councilmember Carter, Councilmember Capizzi, Councilmember Edwards, Councilmember Shaw, Mayor French

Mayor French asked for a show of hands to appoint Councilmember Capizzi as Mayor Pro Tem with a 2 to 5 vote.

The following opposed: Councilmember Carter, Councilmember Labowski, Mayor Pro Tem Spradley, Councilmember Shaw, Mayor French

Interim City Attorney Frank Garza addressed council explaining a candidate would need to receive four (4) votes to be seated as the Mayor Pro Tem.

Mayor French asked for further deliberation and each nominee spoke on their own behalf. Council further discussed the nominees.

Mayor French asked for a show of hands to appoint Councilmember Carter as Mayor Pro Tem with a 3 to 4 vote.

The following opposed: Councilmember Capizzi, Councilmember Edwards, Councilmember Spradley, Councilmember Labowski

Mayor French asked for a show of hands to appoint Councilmember Capizzi as Mayor Pro Tem with a 4 to 3 vote.

Councilmember Labowski withdrew her nomination for Mayor Pro Tem.

Mayor French announced that Councilmember Capizzi has been selected as Mayor Pro Tem with a 4 to 3 vote.

The following opposed: Councilmember Carter, Councilmember Shaw, Mayor French.

CITIZENS COMMUNICATIONS

This time is for citizens to address the City Council on issues and items of concern 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.

The following individuals spoke at this time: George Green, David Warmke, Steve Ceh, Bob Moore, Joeylynn Mesaros, Steven Fikes, Melissa Meshuta, Stephanie Maddox, Angela Allen, Michael Murphy

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 June 8, 2026 special and regular city council meeting minutes.

This item was pulled by staff and will be placed on the July 13, 2026 City Council meeting agenda.

- B) Approval of a lease agreement with Ricoh USA for the Citywide rental of multi-function devices.
- C) Approval of a budget amendment for the FY 2026 Equipment Replacement Fund.
- D) Approval of additional contract spend with Siddons-Martin Emergency Group for preventive maintenance of Pierce emergency apparatus equipment and repairs as needed, and an FY 2026 Budget Amendment to the General Fund- Fire Department to support the costs of the contract.

- E) Approval of a budget amendment for the FY 2026 Parking Fund.

This item was pulled by Councilmember Carter for individual consideration.

Resolutions

- F) Approval of a resolution to consent to the addition of a 1.735-acre tract of land to the Comal County Water Improvement District No. 3A (WID 3A).

Approval of the Consent Agenda

Mayor French addressed the consent agenda with the exceptions of items A. and E.

Councilmember Spradley moved to approve the consent agenda with the exceptions of items A. and E. Mayor Pro Tem Capizzi 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.

E-1) Approval of a budget amendment for the FY 2026 Parking Fund.
This item was pulled at the request of Councilmember Carter.

Mayor French read the aforementioned item.

Karrie Cook addressed council and answered questions along with Deputy City Manager Jordan Matney, Assistant City Manager Jared Werner and Economic and Community Development Director Jeff Jewell.

The following individuals spoke at this time: Bob King, Nicolette Taylor, Chase Taylor, Joeylynn Mesaros, Steven Fikes, Larry Lane, Christina Brown, David Warmke, Kim Huntsman, Nadia Douglas.

Mayor Pro Tem Capizzi moved to approve this item. Councilmember Labowski seconded the motion which passed unanimously.

A) Discuss and consider the approval of a contract award to Randall Scott Architects, Inc. for the Feasibility Study & Site Assessment for a Combined Public Safety Training Center.

Mayor French read the aforementioned item.

Gary Ford presented this item providing a powerpoint presentation and answered questions. Fire Chief Lozano and Police Chief Osbaldo also presented and answered questions.

The following individual spoke at this time: Larry Lane

Mayor Pro Tem Capizzi moved to approve this item. Councilmember Spradley seconded the motion which passed unanimously. Councilmember Labowski was not present on the dais during the time of the vote.

Absent:

Councilmember Labowski

- B) Discuss and consider the approval of a resolution recommended by the New Braunfels Economic Development Corporation approving a project expenditure of up to \$405,000 to the City of New Braunfels for final design of Alamo Area Metropolitan Planning Organization Citywide Pedestrian Improvements Phase 2, pursuant to 505.152 of the Texas Local Government Code.

Mayor French read the aforementioned item.

Garry Ford presented this item providing a powerpoint and answered questions.

The following spoke to this item: Timothy Davis, Kim Huntsman, Angela Allen.

Councilmember Edwards moved to approve this item. Mayor Pro Tem Capizzi seconded the motion which passed unanimously.

- C) Discuss and consider a resolution recommended by the New Braunfels Economic Development Corporation approving a project expenditure of up to \$700,000 to the City of New Braunfels for the construction of Alamo Area Metropolitan Planning Organization Citywide Pedestrian Improvements Phase 1, pursuant to 505.152 of the Texas Local Government Code.

Robert Camareno addressed council on this item and requested postponing this item to July 13.

Councilmember Edwards moved to postpone this item until the July 13 city council meeting. Mayor Pro Tem Capizzi seconded the motion which passed unanimously.

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 the appointment and employment of a City Attorney, including matters related to the search and selection of candidates, pursuant to Texas Government Code Section 551.074 (Personnel

Matters).

Mayor French read the aforementioned executive session item.

Mayor French adjourned into closed session at 9:08 p.m.

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

Mayor French reconvened the meeting at 9:49 p.m.

No action was taken at this time.

ADJOURNMENT

Mayor French adjourned at 9:49 p.m.

By: _____
MICHAEL FRENCH, MAYOR

Attest:

GAYLE WILKINSON, CITY SECRETARY

7/13/2026

Agenda Item No. B)

PRESENTER:

Garry Ford, Transportation and Construction Services Director

SUBJECT:

Approval of a contract award for the construction of the Gruene Road and Post Road Intersection and the Zipp Road and Old Zipp Road Intersection to E-Z Bel Construction and authorization for the City Manager to execute any change orders and project expenditures up to the contingency amount.

DEPARTMENT: Transportation and Construction Services**COUNCIL DISTRICTS IMPACTED:** 2,5**BACKGROUND INFORMATION:**

The Gruene Road and Post Road Intersection will include realignment of the intersection, as well as improvements to pedestrian and drainage infrastructure. The Zipp Road and Old Zipp Road Intersection will be reconstructed and will include roadway, pedestrian, and drainage improvements. Both projects are Roadway Impact Fee-eligible, which will provide funding for the construction of the improvements. The Gruene Road and Post Road Intersection project is within Service Area 3, and the Zipp Road and Old Zipp Road Intersection project is within Service Area 5.

A Competitive Sealed Proposal (CSP) for the construction of the two projects was issued on May 21, 2026. On June 18, 2026, the City of New Braunfels received three qualified bids for the project. After scoring and evaluation, E-Z Bel Construction was found to be the best value contractor among the competitive bids. E-Z Bel Construction submitted a bid of \$1,831,973, and city staff recommends an additional 10 percent owner's contingency of \$183,197 for a total amount not-to-exceed of \$2,015,170.

ISSUE:

Continue an ongoing program of infrastructure construction and maintenance.

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

The project will be funded by Roadway Impact Fees in Service Areas 3 and 5; therefore, sufficient funds are available to award this contract as described above.

RECOMMENDATION:

Staff recommends approval of a contract award to E-Z Bel Construction for the Gruene Road and Post Road Intersection project and the Zipp Road and Old Zipp Road Intersection project, and authorization for the City Manager to execute any change orders and project expenditures up to the contingency amount.

7/13/2026

Agenda Item No. C)

PRESENTER:

Garry Ford, Transportation and Construction Services Director

SUBJECT:

Approval of a professional services agreement with Freese and Nichols, Inc. for the completion of the plans, specifications, and cost estimates of the Alamo Area Metropolitan Planning Organization Citywide Pedestrian Improvement Phase 2 Project.

DEPARTMENT: Transportation and Construction Services

COUNCIL DISTRICTS IMPACTED: 1, 2, & 4

BACKGROUND INFORMATION:

The Alamo Area Metropolitan Planning Organization (AAMPO) Citywide Pedestrian Improvements Phase 2 Project will address sidewalk and shared-use path improvements, including gap completion, ADA-compliant crossings, intersection enhancements, pavement markings, and signage to improve connectivity and pedestrian safety for the following roadways:

- N. Grape Avenue
- N. Plum Avenue
- N. Peach Avenue
- Avery Parkway
- Hanz Drive

AAMPO has pledged \$4.2 million toward 80 percent of the project's construction costs, with the remaining 20 percent to be matched by the City of New Braunfels. Construction is expected to take place in 2028.

The City selected Freese and Nichols using the task order process for the Indefinite-Quantity Indefinite-Delivery (IDIQ) for professional services. Twelve responses were received and evaluated based on qualifications. Freese and Nichols was selected as the most qualified vendor.

On May 21, 2026, the New Braunfels Economic Development Corporation (NBEDC) approved an amount not to exceed \$405,000 for the completion of the plans, specifications, and cost estimates. The City Council approved the resolution on June 22, 2026. Freese and Nichols submitted a scope and fee of \$374,417 for the requested services. The additional \$30,583 is reserved for additional engineering services if determined during the design process.

ISSUE:

Continue an ongoing program of infrastructure, construction, and maintenance.

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

The NBEDC approved funding for the contract on May 21, 2026; therefore, sufficient funds are available to support this project.

RECOMMENDATION:

Staff recommends approval of a professional services agreement with Freese and Nichols, Inc. for the completion of the plans, specifications, and cost estimates of the Alamo Area Metropolitan Planning Organization Citywide Pedestrian Improvement Phase 2 Project.

7/13/2026

Agenda Item No. D)

PRESENTER:

Nathan Brown, City Attorney's Office

SUBJECT:

Approval of Natalie Thamm and Daniel Jones as contract municipal prosecutors under the existing contract with Denton Navarro Rodriguez Bernal Santee & Zech, P.C..

DEPARTMENT: City Attorney's Office**COUNCIL DISTRICTS IMPACTED:** Citywide**BACKGROUND INFORMATION:**

The City has a full-time municipal court Prosecutor/Assistant City Attorney who has handled all cases in addition to open records and ordinance training responsibilities. Due to the number of vacancies within the City Attorney's Office, the City Attorney's Office needs the full-time prosecutor to handle other attorney duties and it has been necessary for the City to contract for assistance with municipal court prosecutions. On June 8, 2026, City Council approved the retention of Justin Plescha as a contract prosecutor.

In order to meet the legal needs of the municipal court and city staff, the City Attorney's Office is recommending the approval of Ms. Thamm and Mr. Jones as added prosecutorial capacity for Mr. Plescha. Ms. Thamm, Mr. Jones and Mr. Plescha are with the law firm of Denton Navarro Rodriguez Bernal Santee & Zech, P.C. These attorneys serve as contract prosecutors and not full-time or part-time employees. They will provide assistance on an as-needed basis to help ensure that the City Attorney's Office can continue to provide the legal services that the City needs. These are professional services requiring a higher level of knowledge and therefore are competitively exempt. Selection is solely based on qualifications and knowledge.

ISSUE:

Additional prosecutorial services are needed for Municipal Court. The City Charter delegates the hiring of attorneys to the City Attorney with final approval resting with the City Council.

STRATEGIC PLAN REFERENCE:

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

Maintenance of efficient, effective, and high-quality services.

FISCAL IMPACT:

No new fiscal impact on the City.

RECOMMENDATION:

The City Attorney's Office recommends approval of Ms. Thamm and Mr. Jones as additional prosecutors.

7/13/2026

Agenda Item No. E)

PRESENTER:

Shane Knudson, Fleet Manager

SUBJECT:

Approval of the purchase of vehicles and equipment from Lake Country Chevrolet and Holt Truck Center for Public Works and New Braunfels Police Department, and approval to declare replaced units as surplus.

DEPARTMENT: Fleet Services**COUNCIL DISTRICTS IMPACTED:** City-wide**BACKGROUND INFORMATION:**

Staff is requesting approval of the purchase of vehicles and equipment for Public Works and the New Braunfels Police Department. The new equipment for Public Works will be utilized by the Drainage division to maintain city drainage areas. The new vehicle for the New Braunfels Police Department will replace an existing vehicle that is being retired from service. The replacement vehicle has either met or exceeded its useful life as determined by the fleet services division.

The City will utilize multiple vendors: Lake Country Chevrolet through a TIPS cooperative contract, and Holt Truck Center through a Buyboard cooperative contract, both of which have been competitively vetted. The schedule below will provide details of each purchase.

Department	Disposition	Vendor	Qty	Extended Price
Police Department - Patrol 2026 Tahoe PPV 2WD	Replacement	Lake Country Chevrolet TIPS Contract	1	\$56,245.00
Public Works – Drainage 2026 Interstate 50DLA Trailer	New Asset Storm Water Development Fees Fund	Holt Truck Center <u>Buyboard</u> Cooperative	1	\$36,196.00
Public Works – Drainage 2026 Interstate 50TDL Trailer	New Asset Storm Water Development Fees Fund	Holt Truck Center <u>Buyboard</u> Cooperative	1	\$43,784.00
Total			3	\$136,225.00

ISSUE:

Staff is requesting new vehicles and new equipment to maintain stability of city operations.

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

The costs for the Public Works equipment described above are incorporated into the Storm Water Development Fees Fund. The cost for the New Braunfels Police Department vehicle described above is incorporated into the FY 2026 Adopted Budget within the General Fund. Therefore, sufficient funds are available to purchase vehicles and equipment.

RECOMMENDATION:

Staff Recommends approval of the purchase of vehicles and equipment from Lake Country Chevrolet and Holt Truck Center for Public Works and New Braunfels Police Department, and approval to declare replaced units as surplus.

7/13/2026

Agenda Item No. F)

PRESENTER:

Becky Wiatrek, Assistant Director of Finance

SUBJECT:

Approval of a budget amendment for the FY 2026 General Fund - City Attorney Department Budget.

DEPARTMENT: Finance, City Attorney**COUNCIL DISTRICTS IMPACTED:** N/A**BACKGROUND INFORMATION:**

A budget amendment is required to cover unbudgeted employee and operating expenses within the City Attorney's Department.

Increased employee expenses are primarily due to an unbudgeted severance payment and a retirement payout for former team members.

In addition, the departure of two employees has resulted in a greater reliance on outside legal counsel to support pending litigation and provide ongoing legal services, increasing operating expenditures. However, based on projections from earlier in the fiscal year, the City Attorney's Office was going to require a budget amendment as outside legal costs for FY 2026 were trending higher in comparison to prior years.

A breakdown of the requested budget amendment is provided below.

Increase Employee Expenses: \$125,600

As previously stated, these funds will support unbudgeted employee expenditures that have occurred this fiscal year and the payroll costs for the remainder of the fiscal year for the current employees assigned to the City Attorney's Office

Increase Operating Expenses: \$358,566

This amount covers the current balance of outstanding legal services purchase orders, anticipated requisitions for outside legal counsel, and a contingency for additional legal services through the remainder of FY 2026.

ISSUE:

N/A

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

The requested budget amendment will add a total of \$484,166 to the FY 2026 budget for the City Attorney's department within the General Fund.

RECOMMENDATION:

Staff recommends the approval of this budget amendment.

7/13/2026

Agenda Item No. G)

PRESENTER:

Greg Malatek, Public Works Director

SUBJECT:

Approval of a modification to the annual contracts with Roadway Striping, Inc and Interstate Barricades & Markings, Inc for pavement marking services on an as-needed basis for the City.

DEPARTMENT: Public Works**COUNCIL DISTRICTS IMPACTED:** Citywide**BACKGROUND INFORMATION:**

The Streets Division of the Public Works Department and the Transportation and Construction Services Department utilize on-call contracts to assist with city-wide street maintenance projects. A solicitation was required to obtain qualified contractor(s) to install and modify pavement markings on City streets on an as-needed basis in support of the City's Public Works Department.

The City issued a contract to Roadway Striping, Inc and Interstate Barricades & Markings, Inc for pavement marking services on an as-needed basis in 2024 (agenda 24-731 for reference). Staff are requesting to modify these contracts to cover rate increases due to material cost and additional ongoing street projects. This contract is utilized by our Streets Division, and our Transportation and Construction Services department is now utilizing these contracts as well. Collectively, this has resulted in a higher-than-forecasted volume of work. The previously authorized total spend under this contract was established at the \$500,000 and needs to be increased to support \$1,250,000 over the five-year contract term.

ISSUE:

Maintain fiscal stability of city operations.

STRATEGIC PLAN REFERENCE:

☐Economic Mobility ☒Enhanced Connectivity ☐Community Identity

☒Organizational Excellence ☐Community Well-Being ☐N/A

FISCAL IMPACT:

The above-referenced services occur on an as-needed basis; therefore, the costs are incorporated into the appropriate capital project or departmental budgets as applicable.

RECOMMENDATION:

Staff recommend approval of a contract modification with Roadway Striping, Inc and Interstate Barricades & Markings, Inc, not to exceed \$1,250,000 for the pavement marking services on an as-needed basis for the City for the life of the contract.

7/13/2026

Agenda Item No. H)

PRESENTER:

Becca Miers, Director of Human Resources

SUBJECT:

Approval of an adjustment to the authorized Citywide full time equivalent from 907.5 to 907.75.

DEPARTMENT: Various**COUNCIL DISTRICTS IMPACTED:** N/A**BACKGROUND INFORMATION:**

The City's position reclassification process is conducted throughout the year as departmental operational needs arise. While most reclassification requests can be approved administratively, requests that result in changes to the City's authorized Full-Time Equivalent (FTE) count require City Council consideration. Therefore, the following position modifications are recommended for City Council as the net impact is an increase of .25 FTE across the organization.

Economic and Community Development - Combine One Part-Time Regular Custodian Position and One Part-Time Event Attendant Position into One Full-Time Custodian Position:

The Civic and Convention Center has experienced ongoing challenges recruiting and retaining part-time regular staff, particularly for overnight shifts and other difficult-to-fill schedules. To improve scheduling consistency, strengthen staffing coverage during peak event periods, and enhance retention, the Director of Economic and Community Development has requested authorization to combine one part-time regular Custodian position and one part-time Event Attendant position into one full-time Custodian position. Previous changes from part-time to full-time positions within the department have resulted in improved retention and operational effectiveness.

The estimated annual cost increase of \$4,660 will be absorbed within the Civic and Convention Center's existing Utilities budget. Finance has confirmed that sufficient funding is available within the department's existing budget, and no additional appropriation is required. Human Resources and City Management support this request.

Library - Reclass One Full-Time Librarian II Position into Two Part-Time Regular Library Assistant Positions:

The Library has requested authorization to reclass one vacant full-time Librarian II position into two part-time regular (.75 FTE) Library Assistant positions. This change will increase public service hours, provide greater scheduling flexibility, and better align staffing resources with operational needs across both library locations.

The two part-time regular Library Assistants will be based out of the Main Library but will serve both locations. One position will primarily support Youth Services, aligning with the responsibilities of the previously vacant Youth Librarian role, while the second position will focus on outreach services at Library Express in addition to providing desk coverage and programming support.

Based on the department's cost analysis, which included full benefit costs for both full-time and part-time regular positions, the proposed structure is expected to generate annual salary and benefit savings while increasing total service hours. Depending on hiring placement, estimated annual savings range from approximately \$8,600 to \$22,800 compared to the previous Librarian II position. Human Resources and City Management support this request.

ISSUE:

Mid-year position modifications recommended by City Manager's Office.

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

As stated above, there is no fiscal impact from these position modifications. While a slight increase in FTE is needed to facilitate the changes, collectively it is expected to create a cost savings.

RECOMMENDATION:

Staff recommends approval.

Request #154



- Reclassification or New Stratification Request Form

Status

Approved by CMO

Reclassification Request

A Reclassification Request is used when a team member's position has evolved beyond their current job description. As the needs of our Department and organization change, some roles may require new responsibilities, skillsets, or focus areas. This form helps ensure that the position accurately reflects the work being performed.

New Stratification Request

A New Stratification Request is used to establish a position leveling structure (e.g., I, II, III; Senior; Lead) that does not currently exist in the pay plan. This allows Departments to clearly define growth, progression, and career pathways for roles within the organization.

Note: If your Department already has an existing stratification and you are requesting that a team member move to a different level within that structure, please complete the **Position Change Request Form** instead of this form.

Has this request been approved by HR?

Yes

What type of request is this?

Reclassification

Submitted By

Jewell, Jeff

Department

[Economic and Community Development](#)

Department - Director Name

Jewell, Jeff

This will auto-fill upon Save

Current Information - Reclass

Team-member you are requesting to reclass/change stratification

Anton Borman

Current Position

Custodian

Current Pay Grade

I

Current Salary

Not Applicable for Seasonal Positions

Current Type

Part Time Regular

Proposed Changes - Reclass

Proposed Title - Reclassification

Custodian

Proposed Type

Full Time 1 FTE

Proposed Pay Grade

L

Proposed Salary

Not Applicable for Seasonal Positions

Proposed Effective Date of Change

06-22-2026

Which budget line item will be permanently reduced to cover the costs? If there is no associated cost, please enter N/A.

5000

Reclasses that cannot be absorbed within your current budget (permanent reduction of a line-item to cover the costs) must be submitted during the budget process for review and consideration.

Does this change/modify reporting structure?

No

Explanation of Request

Attachments

To support and justify a **reclassification**, please complete the following:

1. **Attach the current job description with redlined/tracked changes** highlighting proposed updates. *(Required)*
2. **Attach an updated Organization Chart** reflecting the proposed change (if reporting structure is changing).
3. **Optional:** Upload any other supporting documentation relevant to the request.

To support and justify a position **stratification**, please upload the following documents:

- Job Description for each level of stratification

If the File Manager section below doesn't show, You must hit **“Save and Keep Working”** in order to upload files.

[Qb Plugin-Launch File Manager](#)

Approvals/Review

Director Review

Directors, PLEASE add comments before hitting Approve/Deny!

Director Review

Approved

Reviewed By

Jewell, Jeff

Reviewed

06-16-2026 04:08 PM

Director Comments

The CCC has struggled to retain PTR positions, especially for those shifts that are harder to cover such as overnights. Moving the PTR to full time will allow for improved scheduling consistency and allow for the ability to have stronger and more coverage during peak and heavy event time periods. Previous conversions from PT to FT in the past have resulted in longer employment terms and has been proven to be successful. With PTR positions, there are associated costs with replacement and vacancies that we believe this full time position will help ameliorate.

HR Review

HR Review

Approved

Reviewed By

Miears, Becca

HR Notes

HR is supportive of this request. Jeff identified the Utilities line item in the Civic and Convention Center budget to absorb the \$4,660 cost difference to combine their existing PTR Custodian and PT Event Attendant. Finance can confirm the funding. Thank you!

Reviewed

06-17-2026

Finance Team

Finance Notes - Please detail where cost savings have been identified or other important financial notes

Civic Center has room in their budget to move the funding from utilities to salaries.

CMO Review

CMO Email

JMatney@newbraunfels.gov

CMO Notes

Review

Approved

Reviewed By

Reviewed

Request #150

Status

Approved by CMO

- Reclassification or New Stratification Request Form

Reclassification Request

A Reclassification Request is used when a team member’s position has evolved beyond their current job description. As the needs of our Department and organization change, some roles may require new responsibilities, skillsets, or focus areas. This form helps ensure that the position accurately reflects the work being performed.

New Stratification Request

A New Stratification Request is used to establish a position leveling structure (e.g., I, II, III; Senior; Lead) that does not currently exist in the pay plan. This allows Departments to clearly define growth, progression, and career pathways for roles within the organization.

Note: If your Department already has an existing stratification and you are requesting that a team member move to a different level within that structure, please complete the **Position Change Request Form** instead of this form.

Has this request been approved by HR?

Yes

What type of request is this?

Reclassification

Submitted By

Johnson, Cole

Department

[Library](#)

Department - Director Name

Johnson, Cole

This will auto-fill upon Save

Current Information - Reclass

Team-member you are requesting to reclass/change stratification

Vacant

Current Position

Librarian II

Current Pay Grade

Y

Current Salary

\$65,050.83

Not Applicable for Seasonal Positions

Current Type

Full Time Exempt

Proposed Changes - Reclass

Proposed Title - Reclassification

2x PTR Library Assistant I

Proposed Type

Part Time Regular .75 FTE

Proposed Pay Grade	Proposed Salary
N	17.56

Not Applicable for Seasonal Positions

Proposed Effective Date of Change
05-05-2026

Which budget line item will be permanently reduced to cover the costs? If there is no associated cost, please enter N/A.

Reclasses that cannot be absorbed within your current budget (permanent reduction of a line-item to cover the costs) must be submitted during the budget process for review and consideration.

Does this change/modify reporting structure?	Describe the new reporting structure
Yes	The two PTR Library Assistants will be based out of the Main Library but serve both locations. One will be tasked with supporting Youth Services (the vacant Librarian II was a Youth Librarian) and the other with performing outreach in the Library Express along with desk hours and programming support.

Explanation of Request**Proposal for Reclassification**

The Library Department proposes a strategic reclassification of one (1) vacant Full-Time Librarian II position into two (2) Part-Time Regular (PTR) positions. Courtney Meissner's last day in her position is April 30, 2026.

This pivot optimizes current operational throughput by addressing immediate service gaps in the Children's and Collection Services departments while capturing significant fiscal savings prior to the Southeast Branch expansion.

Financial Analysis & Logic

The transition from a single FTE to a bifurcated PTR model results in a direct reduction of personnel expenditures while significantly adding to service hour capacity.

Current State (FTE Librarian II):

- **Base Pay:** \$63,050.83
- **Salary with Benefits:** \$93,549.17

Proposed State (2x PTR Positions):

- **Hourly Rate:** \$17.56
- **Weekly Hours:** 29.5 per position (59 total weekly hours)
- **Annual Cost per Position:** \$27,393.60
- **Total Annual Cost with Benefits (two positions):** \$70,779.58

Fiscal Impact:

- **Total Annual Cost Savings:** \$22,769.58
- **Efficiency Gain:** +19 hours of weekly labor coverage compared to a standard 40-hour FTE.

Operational Rationale

This Librarian II position was serving in a secondary capacity at the Main Library (Madeline Nezat is our Main Children's Librarian) while awaiting transfer to the Southeast Branch. As that facility is not yet operational, the full-time professional oversight is currently redundant. A comprehensive staffing study will be conducted closer to the branch opening to determine the finalized complement.

In the interim, these two PTR roles will solve specific "friction points" in our current system:

- **Role A (Children's Department):** Will backfill Courtney's hours and provide critical support for the high-volume Children's programming.
- **Role B (Collection Services):** Will support outreach initiatives via the Library Express and accelerate materials processing/technical services.

Strategic Advantages

- **Expanded Coverage:** PTR staff traditionally provide the backbone for night and weekend shifts. This reclassification allows the Library to increase its service footprint during peak patron hours.
- **Agility:** This staffing approach allows the department to maintain high output in Outreach and Youth Services while remaining fiscally lean.

Attachments

If the File Manager section below doesn't show, You must hit **"Save and Keep Working"** in order to upload files.

To support and justify a **reclassification**, please complete the following:

[Qb Plugin-Launch File Manager](#)

- 1. **Attach the current job description with redlined/tracked changes** highlighting proposed updates. *(Required)*
- 2. **Attach an updated Organization Chart** reflecting the proposed change (if reporting structure is changing).
- 3. **Optional:** Upload any other supporting documentation relevant to the request.

To support and justify a position **stratification**, please upload the following documents:

- Job Description for each level of stratification

Approvals/Review

Director Review

Directors, PLEASE add comments before hitting Approve/Deny!

Director Comments

The reclassing of a vacant Librarian II position to two PTR Library Assistants will add more public service hours and flexibility in our staffing.

Director Review

Approved

Reviewed By

Johnson, Cole

Reviewed

05-05-2026 04:54 PM

HR Review

HR Review

Approved

Reviewed By

Miears, Becca

Reviewed

05-22-2026

HR Notes

Cost analysis was completed for converting the position structure and increasing PTR Library Assistant staffing. Analysis included full benefit costs for both FT and PTR positions.

Estimated savings of \$22,769 if both PTR Library Assistants are hired at base pay (\$17.56/hour). Even at midpoint (\$21.07/hour), there is still an estimated \$8,621 savings compared to prior Librarian II salary (Courtney at 39% range penetration at time of separation). Proposal results in measurable cost savings while increasing total service hours.

HR is supportive of this request. If approved by Finance/CMO, then HR can assist Library leadership in taking to Council for the FTE change (1.0 --> 1.50).

Finance Team

Finance Notes - Please detail where cost savings have been identified or other important financial notes

Per HR's analysis, this request would result in cost savings.

CMO Review

CMO Email

JMatney@newbraunfels.gov

CMO Notes

Review

Approved

Reviewed By

Reviewed

7/13/2026

Agenda Item No. I)

PRESENTER:

Ruy Lozano, Fire Chief and Tyler Hindman, Division Chief

SUBJECT:

Approval of a resolution renewing a Memorandum of Understanding (MOU) between Texas Parks and Wildlife Department (TPWD) and the New Braunfels Fire Department for prescribed live-fire training.

DEPARTMENT: Fire**COUNCIL DISTRICTS IMPACTED:** All**BACKGROUND INFORMATION:**

The purpose of this agreement is to provide New Braunfels Fire Department members who hold Texas Commission of Fire Protection (TCFP) Wildland Firefighter certifications the opportunity to participate in live-fire prescribed burn training with the TPWD at TPWD managed lands as part of its normal land management activities within the State of Texas. The City and TPWD previously engaged in an agreement with the same terms in July 2021, Therefore, the attached Resolution Amendment serves to extend the term of the agreement five (5) years to July 15, 2031. This allows training to continue to be available for Fire Department team members.

ISSUE:

Firefighters with TCFP Wildland Firefighter Certifications have limited opportunities to obtain training that will prepare them for 'real-world' wildfire scenarios. This program allows training to take place during prescribed burns in a semi-controlled environment.

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

There is no fiscal impact associated with this item.

RECOMMENDATION:

Staff recommends approval of this resolution.

RESOLUTION 2026 - R

AMENDMENT TO RESOLUTION 2021-R 3 7

A RESOLUTION OF THE CITY COUNCIL OF NEW BRAUNFELS, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH TEXAS PARKS AND WILDLIFE DEPARTMENT TO PROVIDE PRESCRIBED FIRE TRAINING FOR THE NEW BRAUNFELS FIRE DEPARTMENT.

WHEREAS, The City of New Braunfels and Texas Parks and Wildlife Department wish to provide opportunities to the New Braunfels Fire Department to capitalize on prescribed fire training; and

WHEREAS, the Texas Parks and Wildlife Department makes prescribed fire training available to the New Braunfels Fire Department through its prescribed fire operations; and

WHEREAS, the City of New Braunfels and Texas Parks and Wildlife Department mutually benefit from having qualified New Braunfels Fire Department personnel assist with prescribed fires on Texas Parks and Wildlife Department managed properties; and

WHEREAS, the City of New Braunfels and Texas Parks and Wildlife Department mutually adopted and approved an Interlocal Agreement on June 14, 2021, with a five (5) year term find it mutually agreeable to extend the term for an additional five (5) years. The new termination date will be July 15, 2031. The Amendment will be Exhibit A.

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

THAT, the City of New Braunfels City Council authorizes its City Manager to enter into an Interlocal Agreement, attached hereto as Exhibit A, with Texas Parks and Wildlife Department for the purpose of providing opportunities to the New Braunfels Fire Department to participate in prescribed fires on Texas Parks and Wildlife Department properties.

ADOPTED AND APPROVED on this the 13th day of July 2026.

CITY OF NEW BRAUNFELS, TEXAS

Michael French, Mayor

ATTEST

Gayle Wilkinson, City Secretary

AMENDMENT TO MEMORANDUM OF AGREEMENT

TPWD Contract #: CA-0000242 Amendment #: 1
NBFD Contract #: _____ Grant ALN (if applic.): N/A
Grant # (if applic.): N/A

PROJECT NAME: MOA for PRESCRIBED FIRE TRAINING

CONTRACTING PARTIES:

Texas Parks and Wildlife Department
(TPWD)

4200 Smith School Road

Austin, Texas 78744

SAM UEI: EVA9NVGH2K85

City of New Braunfels/Fire Dept. (NBFD)

550 Landa Street

New Braunfels, Texas 78130

SAM UEI:

It is mutually understood and agreed by and between the undersigned contracting parties of the above numbered Agreement to amend said Agreement as follows in accordance with the agreement terms:

SECTION IV. POINTS OF CONTACT is amended by replacing the NBFD Contract Coordinator as follows:

Contract Coordinator for City of New Braunfels FD:

Yvette Alvarado

550 Landa Street

New Braunfels, Texas 78130

830-221-4388

yalvarado@newbraunfels.gov

SECTION VI. PERIOD OF PERFORMANCE is amended as follows:

The Agreement is extended by five (5) years in accordance with the Agreement terms and conditions. The Agreement termination date will be July 15, 2031. Either Party may terminate this Agreement upon a thirty (30) day written notice.

This Amendment shall become effective upon authorized signature of both parties. All other terms and conditions not hereby amended are to remain in full force and effect.

TEXAS PARKS AND WILDLIFE DEPARTMENT

CITY OF NEW BRAUNFELS

By: _____
Kristi Glenewinkel, CTCM, CTCD
Contract Specialist

By: _____
Name: _____
Title: _____

Date: _____

Date: _____

AMENDMENT TO MEMORANDUM OF AGREEMENT

RESOLUTION 2021-R 3 7

A RESOLUTION OF THE CITY COUNCIL OF NEW BRAUNFELS, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH TEXAS PARKS AND WILDLIFE DEPARTMENT TO PROVIDE PRESCRIBED FIRE TRAINING FOR THE NEW BRAUNFELS FIRE DEPARTMENT.

WHEREAS, The City of New Braunfels and Texas Parks and Wildlife Department wish to provide opportunities to the New Braunfels Fire Department to capitalize on prescribed fire training; and

WHEREAS, the Texas Parks and Wildlife Department makes prescribed fire training available to the New Braunfels Fire Department through its prescribed fire operations; and

WHEREAS, the City of New Braunfels and Texas Parks and Wildlife Department mutually benefit from having qualified New Braunfels Fire Department personnel assist with prescribed fires on TPWD managed properties.

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

THAT, the City of New Braunfels City Council authorizes its City Manager to enter into an interlocal Agreement, attached hereto as Exhibit A, with Texas Parks and Wildlife Department for the purpose of providing opportunities to the New Braunfels Fire Department to participate in prescribed fires on TPWD managed properties.

ADOPTED AND APPROVED on this the 14th day of June 2021.

CITY OF NEW BRAUNFELS, TEXAS

Rusty Brockman, Mayor

ATTEST

Caitlin Krobot, City Secretary

INTERLOCAL COOPERATION CONTRACT
between
TEXAS PARKS AND WILDLIFE DEPARTMENT
and
NEW BRAUNFELS FIRE DEPARTMENT
for
PRESCRIBED FIRE TRAINING

This Contract is entered into by and between the Texas Parks and Wildlife Department, hereinafter referred to as "TPWD", and New Braunfels Fire Department, hereinafter referred to as "NBFD", pursuant to the authority granted by and in compliance with the provisions of the Interlocal Cooperation Act, Chapter 791, Texas Government Code. TPWD and NBFD may be referred to herein collectively as "Agencies" and separately as "Agency."

I. PURPOSE

The purpose of this Contract is to provide opportunities to capitalize on prescribed fire training, which is available to NBFD through the implementation of TPWD's prescribed fire operations. TPWD will mutually benefit by having additional qualified labor available to implement prescribed fires on TPWD managed properties.

The provisions of this Contract delineate each Agency's responsibilities and procedures when conducting cooperative prescribed fire operations ("BURN") performed under the management of TPWD as a part of its normal land management activities within the State of Texas.

II. RESPONSIBILITIES

A. TPWD shall:

1. Provide a primary point of contact to NBFD for the purpose of notifications for each BURN.
2. Provide coordination among and between Agencies.
3. Manage, organize, and provide personnel management of each BURN, according to guidelines and requirements prescribed by TPWD policy.
4. Notify NBFD of BURN opportunities and request specific equipment and personnel resources if needed.
5. Assist NBFD in documenting the participation of NBFD's employees in each BURN for training file purposes.

B. NBFD shall:

1. Provide a primary point of contact to TPWD for the purpose of notifications for each BURN.
2. Allow TPWD to have operational control of personnel, equipment, and resources being used, unless otherwise agreed.
3. Assure that all NBFD employees participating in BURN must:
 - a) Be physically capable of performing assigned duties;
 - b) Maintain certifications, knowledge, skills, and abilities necessary to operate safely and effectively in the assigned position;
 - c) Maintain support of employer for participation in activities; and
 - d) Hold appropriate National Wildfire Coordinating Group (NWCG) certification(s) or taskbooks for trainee positions.
4. Maintain a roster with qualification and fitness levels of all its employees who will be participating in the BURN and provide the roster to TPWD before each BURN.
5. Provide all tools and Personal Protective Equipment (PPE) to its employees necessary to complete performance under this Contract. All PPE must meet or exceed National Fire Protection Association (NFPA) 1977 Standard on Protective Clothing and Equipment for Firefighters (current edition).

III. ADMINISTRATIVE, FINANCIAL, AND PERSONNEL MANAGEMENT

- A. Reimbursement: TPWD will **NOT** reimburse NBFD for any costs associated with its participation in the BURN, including wages, travel, per-diem, supplies or equipment. Each Agency to this Contract will be responsible for its own expenses, including but not limited to those items listed above.
- B. Funding: Any expenditure of resources must be from current revenues available to the paying Agency.
- C. Medical Care for Injury or Illness: If NBFD's employee incurs an injury or illness during the performance of this Contract, TPWD will cooperate logistically with NBFD to ensure NBFD's employee is properly treated and medically evaluated. In the absence of NBFD's management, TPWD will investigate the incident and make a determination as to whether, in its opinion, the injury or illness was work related and will notify NBFD of its findings for proper processing of a Workers Compensation claim.
- D. Liability: Pursuant to Government Code §791.006(a-1), the Agencies agree to assign the liability as follows, in a manner different than that specified in §791.006(a):
1. Each Agency will be responsible for its actions, and the actions of its employees.
 2. The activities performed under this Contract shall be performed entirely at each Agency's own risk.
 3. To the extent allowed by law, each Agency releases the other Agency from the actions of its own employees.
 4. To the extent allowed by law, each Agency waives all claims against the other Agency to this Contract for compensation from any loss, damage, personal injury, or death occurring as a consequence of the performance of this Contract.
 5. TPWD certifies that it will meet all applicable insurance requirements under Section 11.355 of the Texas Parks and Wildlife Code.
- E. Compliance with Laws: All burn activities must be conducted in accordance with applicable law, including Texas Parks and Wildlife Code Chapter 11, Subchapter M, and associated TPWD regulations, and the "General Plan for Burning on TPWD Lands" document, which apply to burn activities conducted on TPWD land.

IV. POINTS OF CONTACT

TPWD Project Coordinator(s):

Jeff Sparks
State Parks Fire Program Manager
12016 FM 848
Tyler, Texas 75707
903-566-5698 office
jeff.sparks@tpwd.texas.gov

Kevin Ferguson
State Parks Fire Specialist
100 Park Road 71
Mineral Wells, Texas 76067
512-413-6808 office
kevin.ferguson@tpwd.texas.gov

Mike Lloyd
State Parks Fire Specialist
SP-R3 West HQ
7690 HWY 46 West
Pipe Creek, Texas 78063
830-535-4733 office
mike.lloyd@tpwd.texas.gov

NBFD Project Coordinator(s):

Tyler Hindman, Captain - Fire Station 6
209 Stone Gate Dr
New Braunfels, Texas 78130
806-683-1659
chindman@nbtexas.org

Patrick O'Connell, Fire Chief
209 Stone Gate Dr
New Braunfels, Texas 78130
806-683-1659
(no email provided)

TPWD Contract Coordinator:

Jennifer O'Leary, CTCM, CTCD
Contract Specialist
4200 Smith School Road
Austin, Texas 78744
512-389-4779 office
tpwdcontracting@tpwd.texas.gov

NBFD Contract Coordinator:

Tyler Hindman, Captain - Fire Station 6
209 Stone Gate Dr
New Braunfels, Texas 78130
806-683-1659
chindman@nbtexas.org

V. GENERAL PROVISIONS

- A. Amendments: This Contract may be amended by mutual agreement of the Agencies. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the Agencies.
- B. Dispute Resolution: Any disputes arising from this Contract shall be resolved using Chapter 2260 of the Texas Government Code.
- C. Public Disclosure: Information, documentation and other material in connection with this Contract may be subject to public disclosure pursuant to Chapter 552 of the Texas Government Code ("the Public Information Act"). To the extent allowed by law, no public disclosures or news releases pertaining to this Contract shall be made without prior written approval of TPWD.
- D. Termination: This Contract shall terminate upon expiration of the term, unless otherwise extended or renewed as provided in accordance with the Contract terms and conditions. Either Agency may terminate this Contract upon a thirty (30) day written notice.
- E. Termination for Default: TPWD may, by written notice of default to NBFD, terminate this Contract in whole or in part for cause if NBFD fails to perform in full compliance with the Contract requirements, through no fault of TPWD. TPWD will provide a thirty (30) day written notice of termination to NBFD of intent to terminate, and TPWD will provide NBFD with an opportunity for consultation with TPWD prior to termination.

VI. PERIOD OF PERFORMANCE

This Contract shall commence on the date of the last signature and shall continue for a period of five (5) years, unless terminated earlier in accordance with other provisions of this Contract.

This Contract may be extended upon written approval by both Agencies.

CITY OF NEW BRAUNFELS

By: 
Authorized Signature

Date: 6/24/21

TEXAS PARKS AND WILDLIFE DEPARTMENT

By:  CTCM, CTCD, for
Tammy Dunham, CTCM, CTPM
Purchasing and Contracting Director

Date: 7/15/2021

7/13/2026

Agenda Item No. J)

PRESENTER:

Jeff Jewell, Director of Economic & Community Development

SUBJECT:

Approval of a resolution recommended by the New Braunfels Economic Development Corporation forgiving the New Braunfels National Airport loan remaining balance of \$644,770, pursuant to 501.103 of the Texas Local Government Code.

DEPARTMENT: Economic & Community Development**COUNCIL DISTRICTS IMPACTED:** 2**BACKGROUND INFORMATION:**

Airports play a variety of different functional roles and contribute at varying levels to meet the transportation and economic needs on a national, state and local level. New Braunfels National Airport, designated a national airport in 2021, has long been identified as an asset for the city. In addition to serving the need to connect New Braunfels to the rest of the country through the airspace system, the airport has become an integral part of the local community and economy.

In late 2015, the New Braunfels Economic Development Corporation (NBEDC) approved an expenditure of \$2.4M to help support the taxiway extension project to allow for additional hangar construction and increased based aircraft space. Of the initial funds, \$1.2M was provided as a grant for the project and the remaining \$1.2M was issued as a 10-year amortizing loan at 3%. The taxiway construction was completed in late 2019. In FY 21-22, the airport started making a \$129,000 annual payment which has occurred for four additional years. Since completion of the taxiway extension, private capital has delivered three new hangars with two additional ones in predevelopment. These three new hangars represent more than 34,000 ft² of new hangar space with additional based aircraft that are partially responsible for driving the airport's fuel sales from 447,000 gallons in FY 20 to more than 900,000 gallons expected by the end of FY 26.

The New Braunfels National Airport is an enterprise fund, meaning that it does not receive general property or sales tax revenue support. Instead, it relies on revenues generated at the airport through the leasing of land, publicly owned hangars, and the provision of goods and services. However, the scale of ongoing capital infrastructure and facility needs - required to meet growing demand and maintain existing assets - continues to outpace available funding. Forgiveness of the remaining loan would free up approximately \$129,000 in airport revenues, which allows those revenues to be reinvested into operations and priority infrastructure projects that support and expand the airport's continued growth and economic impact.

The City is completing a terminal feasibility study that has recommended a new terminal building to accommodate the airport's growth since 2003 when the original, 4,000 ft² terminal building was constructed. Capital Improvement Planning with the state of Texas and the City has identified more than \$30M in capital improvement needs over the near to medium term. Some of these improvements may be eligible for grants from the federal and state governments, but many of those improvements will likely need to be financed through future airport revenues. The composition of the capital needed to complete those improvements is an ongoing area of study, but the additional \$129,000 in additional annual cash flow further strengthens the

airport's finances.

According to a 2018 Economic Impact Study, a total of 240 jobs with a combined payroll of \$7.7M were attributed to the New Braunfels National Airport. A 2026 study is underway. Since 2020, the airport has reported an 83% revenue growth and in February 2026, the airport was reported as the 4th busiest general aviation airport in the state.

The NBEDC received a presentation on this project at its April 16, 2026 meeting. This project was also identified in the recently approved NBEDC Strategic Plan in Priority Four: Business Recruitment and Retention. On May 21, 2026, the NBEDC held a public hearing and approved this item.

ISSUE:

The NBEDC Strategic Plan identifies Business Recruitment and Retention as one of its four priorities. Continued airport maintenance and expansion to meet projected growth demands from general and corporate aviation will enhance New Braunfels' position and competitiveness to attract and retain high quality companies. This proposed project would reduce annual airport expenses by \$129,000, allowing the airport to reinvest those proceeds into new projects and capacity expansion that can meet the future demand for services by the general and business aviation community.

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

The initial \$2.4M for the taxiway extension project was previously approved and expensed. Approval of this item would reduce NBEDC revenue of \$129,000 each year for the five remaining years of the loan payments and create additional capacity in the Airport Fund.

RECOMMENDATION:

Staff recommends approval of the New Braunfels National Airport loan forgiveness.

RESOLUTION NO. 2026 – RXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS APPROVING A RECOMMENDATION BY THE NEW BRAUNFELS ECONOMIC DEVELOPMENT CORPORATION FORGIVING \$644,770 - THE REMAINING BALANCE OF THE NEW BRAUNFELS NATIONAL AIRPORT'S LOAN - PURSUANT TO SECTION 501.103 OF THE TEXAS LOCAL GOVERNMENT CODE.

WHEREAS, on October 22, 2015 the NBEDC voted to provide an amount not to exceed \$2,400,000 to help support a taxiway extension project to allow for additional hangar construction and increased based aircraft space at the New Braunfels National Airport (formerly named New Braunfels Regional Airport); and

WHEREAS, a total of \$1,200,000 of the approved funds was provided to the Airport as a grant and the remaining \$1,200,000 was authorized as a 10-year amortizing loan at 3% by NBEDC Board on October 17, 2019; and

WHEREAS, the loan was not formally documented in writing between the NBEDC and the Airport; and

WHEREAS, the construction of the taxiway extension was completed in late 2019 and in FY21-22, the Airport started making a \$129,000 annual payment in accordance with the authorization on October 17, 2019; and

WHEREAS, the Airport has made five annual payments of \$129,000 to repay the NBEDC loan with \$644,770 remaining in the outstanding balance; and

WHEREAS, since completion of the taxiway extension project, private capital has delivered three new hangars with at least two additional hangars in the predevelopment process; and

WHEREAS, the New Braunfels National Airport is an enterprise fund; it does not receive general property or sales tax revenue support and must rely on its revenue generated to sustain itself; and

WHEREAS, the scale of ongoing capital infrastructure and facility needs – required to meet the growing demands and maintain existing assets – continues to outpace available funding; and

WHEREAS, forgiveness of the remaining loan balance would free up the five remaining annual payments of \$129,000 to be reinvested into operations and priority infrastructure projects that support the airport's continued growth and economic impact; and

WHEREAS, the NBEDC received an initial presentation on this project at its April 16, 2026 meeting; and

WHEREAS, after holding a public hearing on May 21, 2026, and discussing the request, recommended that the project expenditure be approved.

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

SECTION 1: That the recommendation of the NBEDC to forgive the New Braunfels National Airport's remaining loan balance of \$644,770 is hereby approved.

SECTION 2: That this resolution shall become effective from and after the date of its passage.

PASSED AND APPROVED by the City Council of the City of New Braunfels, Texas on this day 13th day of July 2026.

MICHAEL FRENCH, *Mayor*
City of New Braunfels, Texas

ATTEST:

Gayle Wilkinson, *City Secretary*
City of New Braunfels, Texas

**CONTRACT BETWEEN THE NEW BRAUNFELS ECONOMIC DEVELOPMENT
CORPORATION AND THE CITY OF NEW BRAUNFELS, TEXAS**

THE STATE OF TEXAS	§	
	§	KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF COMAL	§	

THIS CONTRACTUAL AGREEMENT (the "Agreement") is made and entered into by and between the New Braunfels Economic Development Corporation, a Non-Profit Corporation of the State of Texas, hereinafter called "EDC", acting by and through its duly authorized officers, and the City of New Braunfels, Texas, a Texas municipal corporation, hereinafter called "CITY," acting by and through its officers:

W I T N E S S E T H:

I.

WHEREAS, Texas Local Government Code §501.054 provides the EDC with the powers of non-profit corporations incorporated under the Texas Non-Profit Corporation Act, as amended, and Section Seven of the Bylaws of the EDC allows for the President and Secretary of the EDC to execute any contract which the Board has approved and authorized to be executed; and

WHEREAS, on October 22, 2015 the EDC voted to provide an amount not to exceed \$2,400,000 to help support a taxiway extension project to allow for additional hangar construction and increased based aircraft space at the New Braunfels National Airport (formerly named New Braunfels Regional Airport); and

WHEREAS, a total of \$1,200,000 of the approved funds was provided to the Airport as a grant and the remaining \$1,200,000 was authorized as a 10-year amortizing loan at 3% by the NBEDC Board on October 17, 2019; and

WHEREAS, the loan agreement was not formally documented in writing between the NPEDC and the Airport; and

WHEREAS, the construction of the taxiway extension was completed in late 2019 and in

FY21-22, the Airport started making a \$129,000 annual payment in accordance with the authorization on October 17, 2019; and

WHEREAS, the Airport has made five annual payments of \$129,000 to repay the EDC loan with \$644,770 remaining in the outstanding balance; and

WHEREAS, since completion of the taxiway extension project, private capital has delivered three new hangars with at least two additional hangars in the predevelopment process; and

WHEREAS, the New Braunfels National Airport is an enterprise fund; it does not receive general property or sales tax revenue support and must rely on its revenue generated to sustain itself; and

WHEREAS, the scale of ongoing capital infrastructure and facility needs - required to meet the growing demands and maintain existing assets - continues to outpace available funding; and

WHEREAS, forgiveness of the remaining loan balance would free up the five remaining annual payments of \$129,000 to be reinvested into operations and priority infrastructure projects that support the airport's continued growth and economic impact.

II.

NOW THEREFORE, under the authority granted to the EDC by §501.103 of the Texas Local Government Code and upon the recommendation of the EDC which occurred on May 21, 2026, the City Council of New Braunfels, Texas on July 13, 2026 with Resolution 2026-RXX, approved the EDC's determination that an amount up to \$644,770 – the remaining loan balance of the New Braunfels National Airport's loan for the taxiway extension project be forgiven.

III.

In the performance of this contract, CITY shall not discriminate against any person because of his/her race, color, religion, national origin, sex, disability or ancestry. Breach of this covenant may be regarded as a material breach of the contract causing its termination.

IV.

It is expressed and understood and agreed by both parties hereto that each acts independently of each other, and neither has the authority to bind the other or to hold out to a third party that it is the authority for the other. The parties hereto understand and agree that the

City shall not be liable for any claims, which may be asserted by any third party occurring in connection with the performance of the EDC.

Nothing contained herein shall be deemed or construed by the parties hereto or by any third party as creating the relationship of employer-employee, principal agent, joint ventures or any other similar such relationships, between the parties hereto.

V.

Employment of Undocumented Workers. During the term of this Agreement, CITY agrees not to knowingly employ an undocumented worker and if convicted of a violation of 8 U.S.C. Sec. 1324a(f), the CITY shall repay the amount of the Grant and any other funds received by the CITY from the EDC as of the date of such violation within sixty (60) days after the date the CITY is notified by the EDC of such violation, plus interest at the rate periodically announced by the Wall Street Journal as the prime or base commercial rate, or if the Wall Street Journal shall ever cease to exist or cease to announce a prime or base lending rate, then at the annual rate of interest from time to time announced by Citibank, N.A. (or by any other New York money center bank selected by the EDC) as its prime or base commercial lending rate, from the date of such notice until paid.

VI.

All communications between EDC and CITY shall be addressed to the President of the New Braunfels Economic Development Corporation, c/o City of New Braunfels, 550 Landa Street, New Braunfels, Texas 78130 with a copy being sent to the President of the EDC at his/her residential or business address. Any communication to the CITY shall be addressed to the City Manager, 550 Landa Street, New Braunfels, Texas 78130.

VII.

It is understood and agreed that in the event any provision of this contract is inconsistent with requirements of law, the requirements of law will control and the parties shall revert to their respective positions, which would otherwise be enjoyed or occupied by the respective parties for the terms of this contract.

VIII.

The foregoing instrument in writing between the parties herein, constitutes the entire agreement between the parties relative to the funds made the basis hereof, and any other written or oral agreement with the EDC being expressly waived by CITY.

IN WITNESS WHEREOF, the parties hereto execute this agreement in duplicate originals
on this ____ day of _____, 2026.

CITY OF NEW BRAUNFELS
ECONOMIC DEVELOPMENT CORPORATION

By: _____
Shane Hines, *President*

Larry Hammonds, *Corporate Secretary*

CITY OF NEW BRAUNFELS, TEXAS

By: _____
Robert Camareno, *City Manager*

ATTEST:

Gayle Wilkinson, *City Secretary*

APPROVED AS TO FORM:

City Attorney's Office

7/13/2026

Agenda Item No. K)

PRESENTER:

Katie Totman, Historic Preservation Officer

Applicant/Owner: Pamela Johnson

SUBJECT:

Approval of the first reading of an ordinance requested by Pamela Johnson granting the historic rehabilitation tax incentive for a period of 10 years for the property at 941 Lee Street, a locally designated historic landmark.

DEPARTMENT: Neighborhood & Community Planning**COUNCIL DISTRICTS IMPACTED:** 1**BACKGROUND INFORMATION:****Case No:** HTV26-175**Applicant/Owner:**

Pamela Johnson

(830) 310-2498

Staff Contact:

Katie Totman, CNU-A

(830) 221-4086 | ktotman@newbraunfels.gov

The applicant is requesting the historic rehabilitation tax incentive for improvements made to the property at 941 Lee Street, an individually designated historic landmark known as the Schulz-Johnson House.

Chapter 66-57.1 "Incentives" allows a property owner of a historic landmark to apply for the historic rehabilitation tax incentive for a period of 10 years, if the improvements made to the property are of qualifying expenses totaling at least 10 percent of the appraised value of the property. The incentive freezes the taxable value of the property to the assessed value before the improvements were made.

The scope of work for the property included driveway replacement and French drains to help mitigate potential water damage to the property, addition of gutters, HVAC replacement, and repairs/new flooring in the guest house (former original garage to the property). Staff verified that the necessary permits and approvals were obtained for the scope of work.

The rehabilitation work carried out exceeded the 10 percent requirement and is compliant with the issued Certificates of Alteration.

The Historic Landmark Commission (HLC) held a regular hearing on June 9, 2026, to consider Part 1 and Part 2 of the application process as the work had previously been completed, and recommended approval of the request.

ISSUE:

City Council action is required to approve the Historic Tax Rehabilitation Incentive because it requires the adoption of an ordinance.

COMPREHENSIVE PLAN REFERENCE:

The proposed historic rehabilitation tax incentive is consistent with the following actions from Envision New Braunfels:

- **Action 1.6:** Incentivize infill development and redevelopment to take advantage of existing infrastructure.
- **Action 2.2:** Prioritize areas that are best suited for conservation and preservation.
- **Action 2.25:** Increase resources for historic preservation.

STRATEGIC PLAN REFERENCE:

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

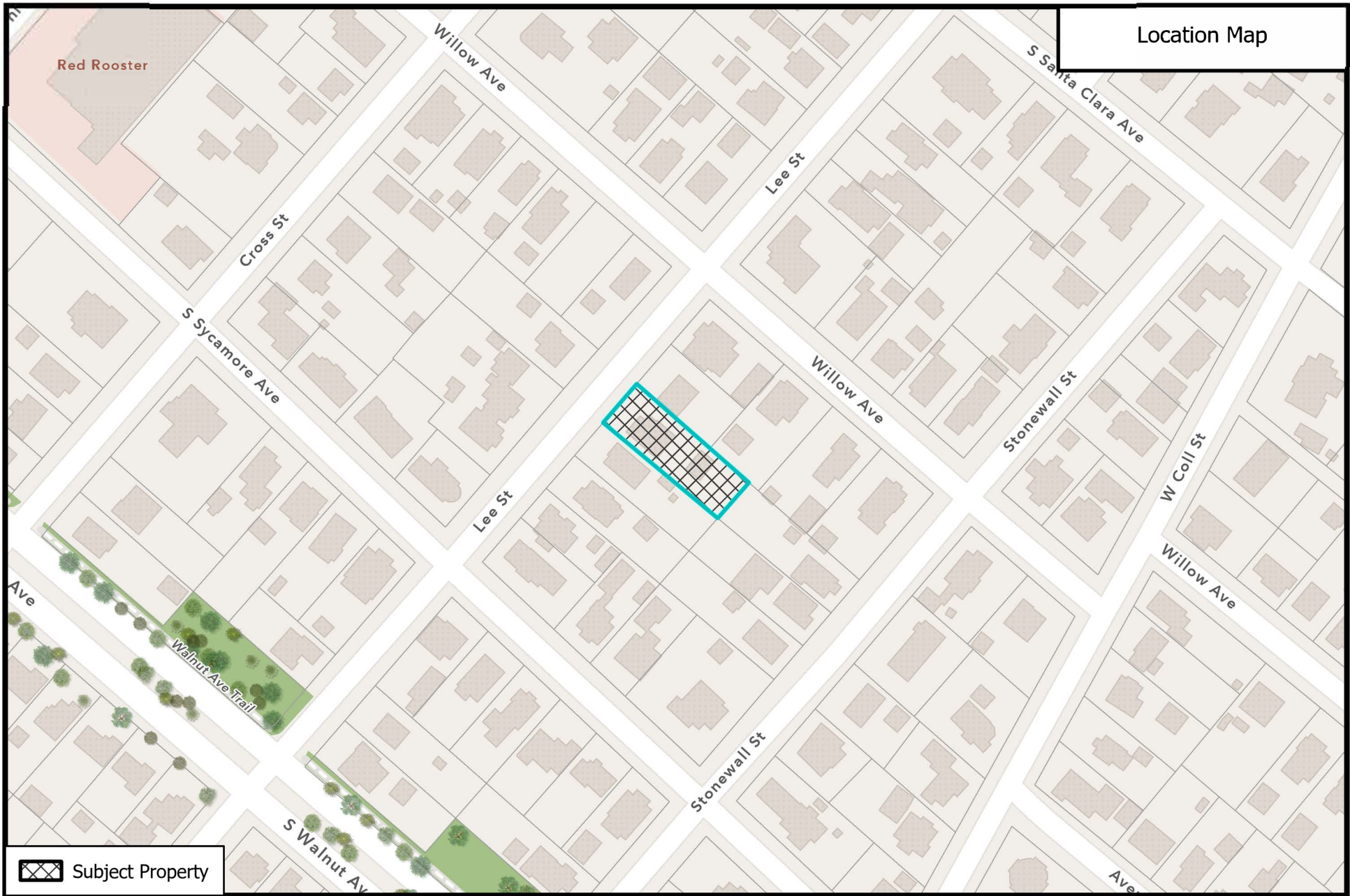
- Objective - Adopt the new Land Development Ordinance that implements goals of our residents identified in Envision New Braunfels, including but not limited to **protecting historic structures**, preserving and increasing green space and tree canopy, protecting natural resources, and **safeguarding the character, integrity, and stability of neighborhoods**.

FISCAL IMPACT:

The historic rehabilitation tax incentive allows property owners to maintain and improve historic properties.

RECOMMENDATION:

Staff recommends approval. The local historic rehabilitation tax incentive is a benefit the City of New Braunfels offers to owners of historic properties who wish to perform rehabilitative work while maintaining the historic character of their property and ensuring its longevity. It is an incentive to encourage the preservation and long-term maintenance of our community's historic resources in accordance with the Comprehensive and Strategic Plans.



BEFORE - Front of House for Context



BEFORE - Interior of Garage



BEFORE - Interior of Garage



BEFORE - Interior of Garage



BEFORE - Interior of Garage



AFTER - Interior of Garage



AFTER - Exterior of Garage



AFTER - Exterior of Garage/Casita



BEFORE - Driveway/Drainage Area





AFTER - Gutters

AFTER - Driveway/Drainage



AFTER - Driveway/Drainage



AFTER - Driveway/Drainage



AFTER - Driveway/Drainage



AFTER - Driveway/Drainage



AFTER - Driveway/Drainage



Scope of Work (Retroactive)

Work Completed 2022-2025

941 Lee St, New Braunfels TX 78130
Property ID 1776
City Block 4029, Lot 3-E 56.25', Life Estate

Objectives

- **Objective 1:** Replace 2004 Ruud (estimated useful life of approximately 15 years) split system in the main house that was noted as deficient on the 2018 home inspection report by Nathan Vick, Professional Inspector, TRED#20219
- **Objective 2:** Take a conservative approach to performing improvements until long-term adequate property drainage is achieved so flooding of the original one-car garage no longer occurs (original one-car garage was turned into a small guest house by previous homeowner)
- **Objective 3:** After reaching a complete solution for adequate property drainage, address water damage in the original one-car garage so the structure once again becomes useable

Timelines

The February 2026 update to the incentives ordinance places a 3-year lookback timeframe from when a complete retroactive application for certification and verification is submitted. A significant rehabilitation effort took place in 2022 and is included in this application for the Historic Landmark Commission's consideration during this time of ordinance transition. Table 1 includes actual costs of work performed by vendors and the associated objective. Itemized statements of actual work performed is included at the end of this document. Table 2 presents the fluctuating improvement values by year with actual costs noted. Improvement value is an important factor when determining the 10% threshold of the improvements value reflected on the tax rolls of the Comal Appraisal District.

Table 1: Final Costs* by Objective

Year-Month	Vendor	Cost	Objective
2022-4	EZ Air Conditioning and Heating	15,059.00	1
2022-4	Zellner Electric	2,555.00	1
2024-2	Lessards Gutters	1,393.50	2
2024-6	Olshan Foundation Solutions	6,500.00	2
2025-5	All Out Concrete	21,275.00	2
2025-5	Expert Flooring Services	3,570.55	3
Total:		50,353.05	

* Itemized statements included at the end of this document

Sec. 66-57.1. - 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.* 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 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 ten 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 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.
- (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 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 may include the following items:
- 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. 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 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 city. All building permit fees will be waived with the exception of the permit application fee and all related inspection fees.

(Ord. No. 98-25, § 1, 9-14-98; Ord. No. 2007-24, § 1, 3-26-07; Ord. No. 2010-64, § 1(Exh. A), 10-11-10; Ord. No. 2026-13, § 1, 2-23-26)

7/13/2026

Agenda Item No. A)

PRESENTER:

Jordan Matney, Deputy City Manager

Robert Camareno, City Manager

SUBJECT:

Presentation, update, and possible direction to staff on the 2019 Bond Project - Police Department Headquarters.

BACKGROUND INFORMATION:

This item was placed on the agenda at the request of Councilmember Toni Carter.

7/13/2026

Agenda Item No. B)

PRESENTER:

Michael French, Mayor of New Braunfels

SUBJECT:

Discussion and possible direction regarding amending the downtown paid parking program, to include three hours of free parking for Resident River Parking permit holders.

BACKGROUND INFORMATION:

This item was placed on the agenda at the request of Mayor Michael A. French.

7/13/2026

Agenda Item No. A)

PRESENTER:

Christopher J. Looney, AICP, Neighborhood and Community Planning Department Director

Applicant/Owner: Thad Rutherford, President & CEO Southstar at Mayfair Developer, LLC

SUBJECT:

Public hearing and consideration of amendments to the Mayfair Master Framework Plan requested by Thad Rutherford of Southstar at Mayfair Developer, LLC.

DEPARTMENT: Neighborhood and Community Planning**COUNCIL DISTRICTS IMPACTED:** Outside City Limits**BACKGROUND INFORMATION:**

Case #: CS26-0231

Applicant/Owner: Southstar at Mayfair Developer, LLC
Thad Rutherford, President and CEO
651 Business IH 35
Suite 420
New Braunfels, TX 78131

Staff Contact: Matt Greene
(830) 221-4053 | mgreene@newbraunfels.gov

Mayfair is an approximately 1,880-acre mixed-use development located adjacent to the city limits within the City's extraterritorial jurisdiction (ETJ) in Comal County. The overall development is generally bounded by FM 1102 to the east, FM 1101 to the west, Woods Path and Watson Lane East to the north, and Kohlenberg Road to the south. It extends across both the east and west sides of IH-35 north of New Braunfels. Created as a Water Improvement District (WID) in accordance with state statute, Mayfair is governed by a Development Agreement between the City and Southstar at Mayfair, LLC, which was approved by City Council on June 28, 2021, and subsequently amended on May 6, 2024 (see Resource Link).

The Mayfair Development Agreement includes design standards, applications, processes and improvements unique to this development. City Council direction on the unique standards of this development were to be a model for future code changes and development inside the city limits, and to implement Envision New Braunfels. It also adopted the Mayfair Master Framework Plan which established the broad framework for the development including the location of land uses, parks, schools, utility corridors, major roadways, activity nodes, project boundaries and other items shown on the Master Framework Plan.

ISSUE:

The applicant is proposing amendments to the Master Framework Plan that include revisions to the plan's level of detail and formatting, modifications to land use boundaries, and the incorporation of a recently added 1.7-acre tract within the WID.

The Master Framework Plan will continue to depict aggregated land use totals; however, the proposed amendments would place less emphasis on precise land use boundaries and parcel acreages, as these elements may slightly shift during the course of development and project refinement. The proposed format stays true to the framework plan's principles of being an overarching guide, aligning more closely with the style and purpose of the Veramendi Master Framework Plan, emphasizing overall land use patterns rather than fixed parcel configurations. The amending plan will also utilize a primary commercial land use category and remove the subcategories, Flex Commercial and Neighborhood Commercial. Sub-categories of land uses and parcel acreages will be more refined, delivered, and tracked in the succeeding Sector Plan and Plat approval processes.

Similarly, the existing parkland categories - Community Parks and Greenbelt/Conservation Parks/Trails - would be consolidated into a single land use category: Parkland. This change simplifies the Master Framework Plan while maintaining the overall commitment to parkland, trails, and open space. The consolidated category provides greater flexibility in the design and location of parks, trails, and other open space amenities as development progresses, without reducing the total amount of parkland planned for Mayfair. Park types and trails will also be delivered and tracked in the Sector Plan and Plat approval processes.

Additionally, a proposed amendment to the Development Agreement would eliminate various public facilities as standalone land use categories and instead allow public facilities to be located within any designated land use area. Under the current Master Framework Plan, relatively small acreages are specifically allocated for public facilities. As public entities refine their facility plans over time to accommodate residents and businesses where they are located, adjustments can currently trigger a Major Amendment to the Master Framework Plan due to changes exceeding the 10 percent land use acreage threshold.

According to the applicant, this immediate-above proposed amendment would provide greater flexibility to coordinate with public infrastructure providers (schools, emergency services, and utilities), allowing facility locations to better align with service needs and the availability of supporting infrastructure. The proposed change would not reduce the commitment to providing public facilities within the Mayfair development; rather, it would provide additional flexibility in determining their ultimate locations. An unintended outcome of this alteration is the reclassification of several land uses including Transformer Station, Fire Station, Temporary Wastewater Treatment Plant, and Education - to Mixed Density Residential (MDR). But, more than half of the additional Mixed Density Residential is already developed or under development by Comal ISD for school facilities. And this reclassification would not increase overall residential development within Mayfair; the total number of residential units would remain limited to 6,000 as established by the Development Agreement.

The applicant also proposes redesignating approximately 22 acres from Mixed Density Residential to Commercial adjacent to Maytown, between Guthrie Trail and Promenade. According to the applicant, this area is intended to accommodate medical services adjacent to the high-traffic commercial uses located near the intersection of Kohlenberg Road and the IH-35 frontage road. The applicant believes this location represents a highly accessible, high-intensity commercial area that provides convenient access for both the general public and Mayfair residents. Additionally, the proposed medical use, together with the site's topography, creates an appropriate transition between the adjacent Mixed Density Residential area and the more intensive commercial development located to the south.

The current Master Framework Plan designates three Neighborhood Commercial corners, each approximately four acres, at the intersection of Mayfair Parkway and Promenade, to accommodate neighborhood scale commercial opportunities. The applicant is proposing to adjust them by removing the two commercial corners on the north side of the intersection and add a new approximately four-acre Commercial tract on the southwest corner adjacent to the park.

The secondary framework plans - Open Space/Environment/Parks and Amenities; Access and Connectivity/Infrastructure; and Development Pattern/Employment/Economic Impact - have been updated accordingly as part of the amendment, to reflect the proposed revised land use boundaries.

The applicant's attachments include summary tables and additional detail regarding the above proposed land use and net acreage revisions.

COMPREHENSIVE PLAN REFERENCE:

Mayfair's proposed amendments to their Master Framework Plan would be consistent with the following actions from Envision New Braunfels:

- **Action 1.2:** Create plans for neighborhoods and transitional areas to maintain quality of life.
- **Action 1.3:** Encourage balanced and fiscally responsible land use patterns.
- **Action 2.1:** Sustain community livability for all ages and economic backgrounds.
- **Action 3.1:** Plan for a healthy jobs/ housing balance.
- **Action 3.3:** Balance commercial centers with stable neighborhoods.
- **Action 3.17:** Enact policies that disincentivize incompatible commercial encroachment into neighborhoods that whittle away at the edges, while still allowing for neighborhood scale commercial within walking distance of homes.
- **Strategy 2 "Aging in Place":** Ensure that community land use planning improves older-adult mobility through zoning enhancements that support the logical location of older-adult housing and services near transportation and mobility infrastructure.

Future Land Use Plan: The subject property is located within the Oak Creek Subarea, near Future Employment, Civic, and Market Centers.

STRATEGIC PLAN REFERENCE:

☒Economic Mobility ☐Enhanced Connectivity ☐Community Identity

☐Organizational Excellence ☐Community Well-Being ☐N/A

- 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.
- 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.

FISCAL IMPACT:

Certain tracts within the Mayfair development are subject to Limited Purpose Annexation in accordance with the Development Agreement for Comal County Water Improvement District (WID) No. 3. As a result, the City will receive a portion of the sales and use tax revenues generated from these properties.

RECOMMENDATION:

Staff recommends approval of the proposed amendments to the Mayfair Master Framework Plan, as the

amendments are consistent with the overall purpose and intent of Mayfair, its Guiding Principles and Objectives, and align with the goals and policies of Envision New Braunfels and objectives of the City's Strategic Plan.

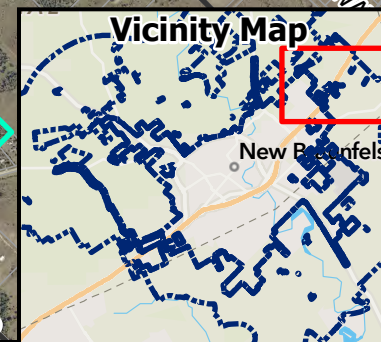
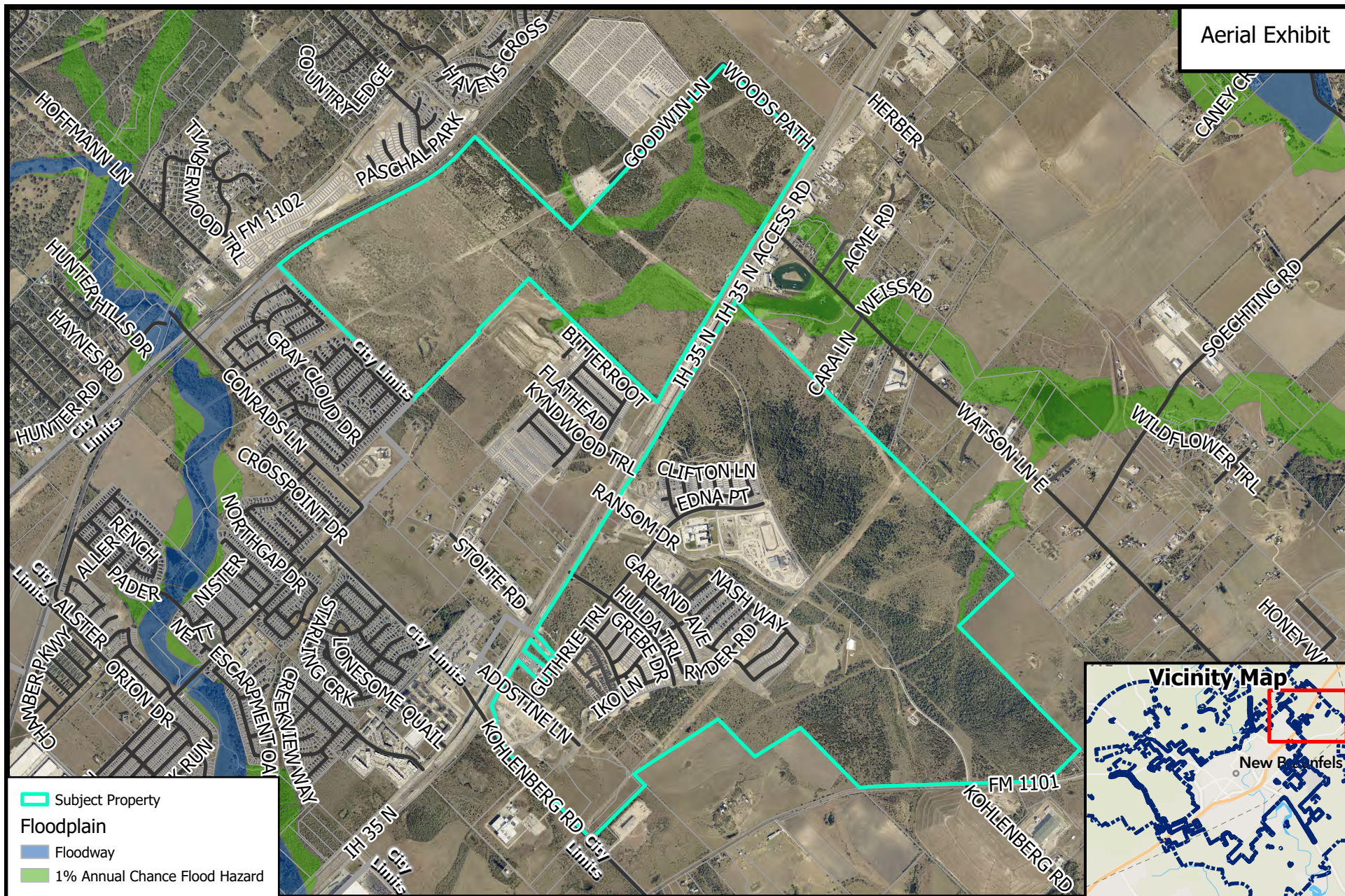
Mailed notification as required by the development agreement for Comal County WID No. 3:

Public hearing notices were sent to 300 owners of property within the Mayfair development or within 200 feet of the request. As of the date this agenda memorandum was prepared, the City has received two responses in support of the request and two responses in opposition. The attached notification map is currently being updated to reflect the responses received to date.

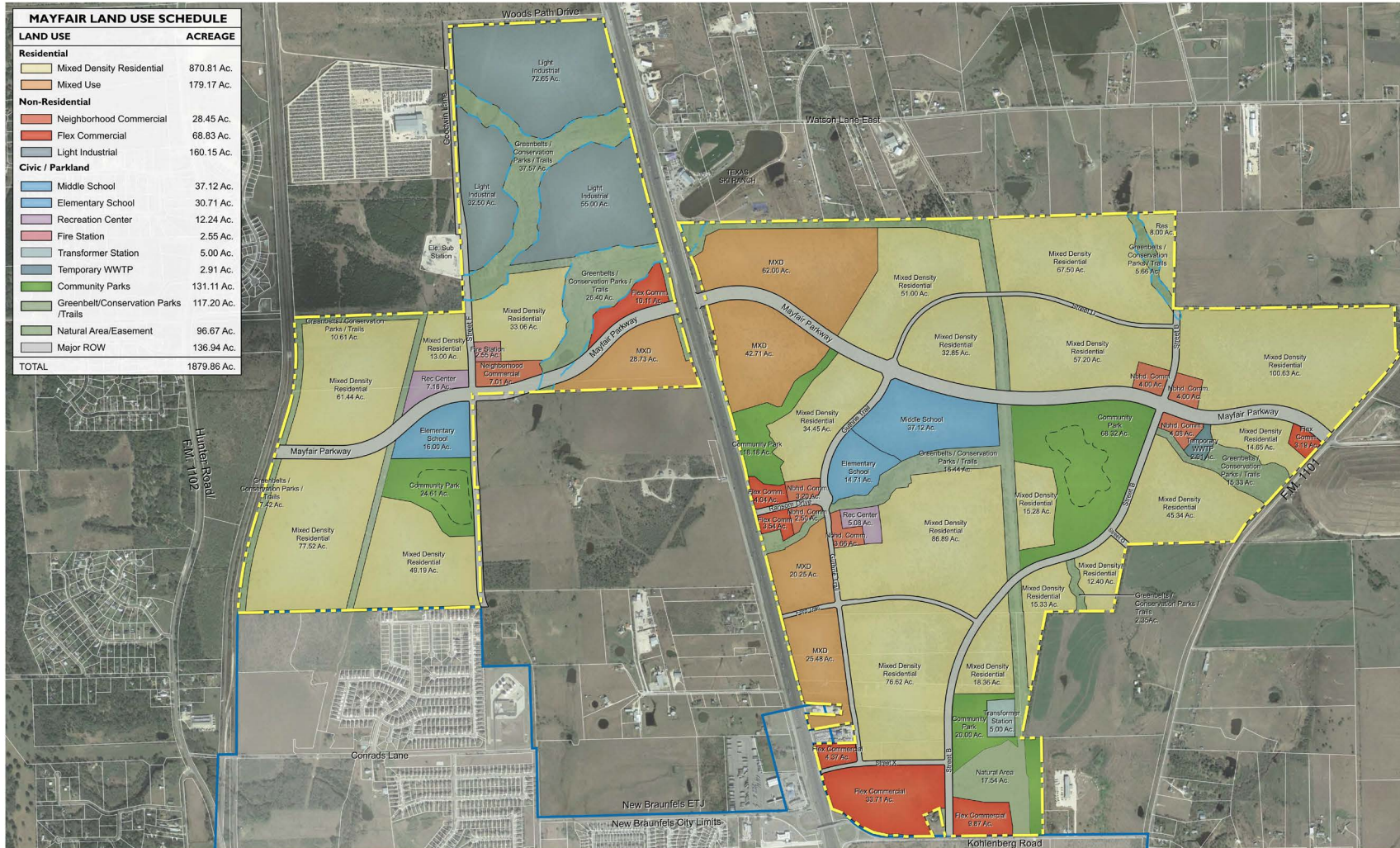
RESOURCE LINKS:

Current Development Agreement for Comal County WID No. 3:

<https://www.newbraunfels.gov/DocumentCenter/View/26101/Fully-Executed-Mayfair-Amended-Development-Agreement?bidId=>>



Plan 3-1 Mayfair Master Framework Plan



Updated 12/2/2024

Plan 4-1 Open Space/Environment/Parks and Amenities Framework



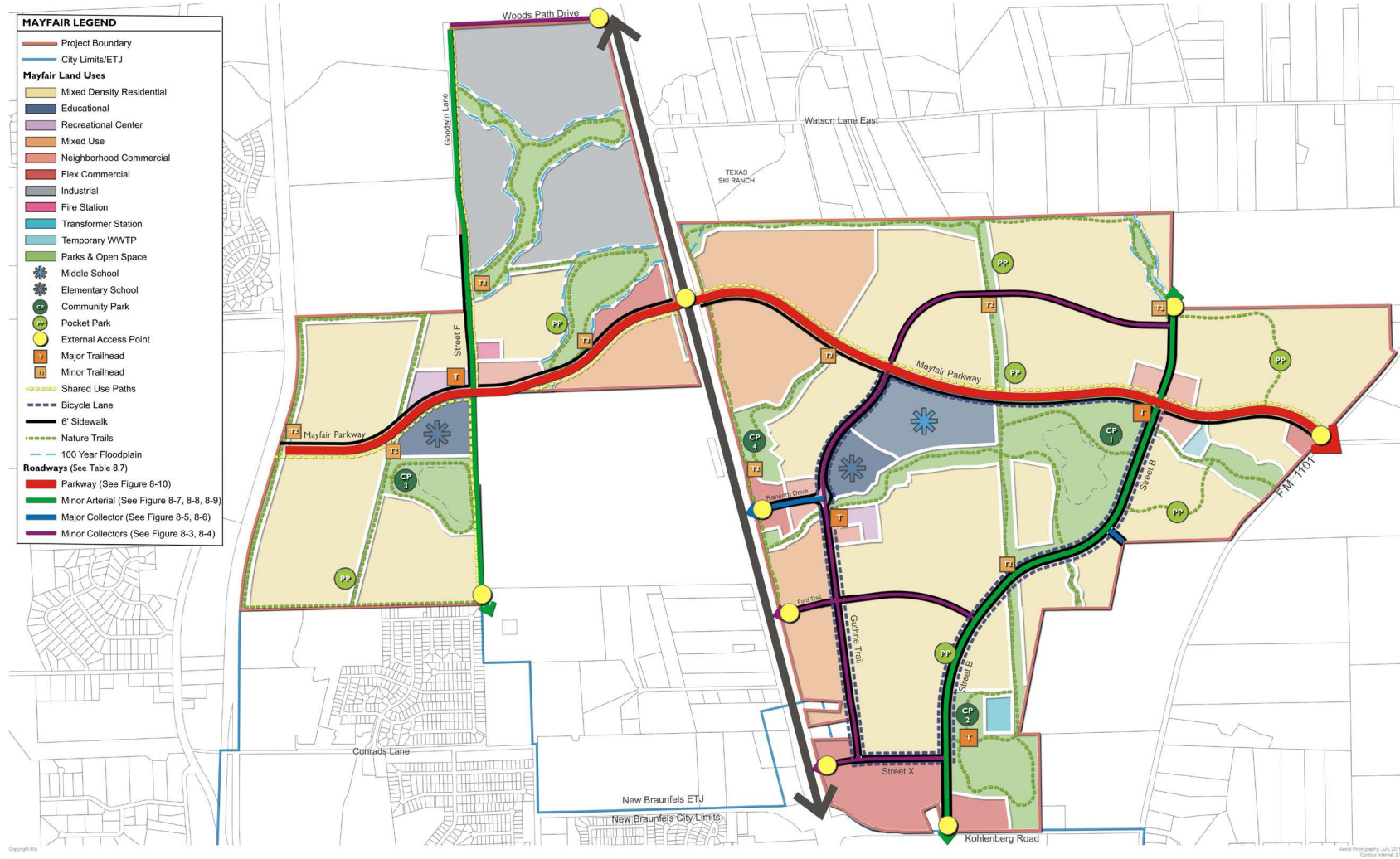
MAYFAIR • OPEN SPACE / ENVIRONMENT / PARKS AND AMENITIES FRAMEWORK PLAN (M7)

New Braunfels, Texas
 November 27, 2024
 # 19003216
 Southstar Communities



Updated 12/2/2024

Plan 5-1 Access & Connectivity / Infrastructure Framework



MAYFAIR • ACCESS & CONNECTIVITY / INFRASTRUCTURE FRAMEWORK PLAN (M7)

New Braunfels, Texas
 November 27, 2024
 19003216
 Southstar Communities



Updated 12/2/2024

Plan 6-1 Development Pattern/Employment/Economic Impact Framework



MAYFAIR • DEVELOPMENT PATTERN / EMPLOYMENT / ECONOMIC IMPACT FRAMEWORK PLAN (M7)

New Braunfels, Texas
 November 27, 2024
 19003216
 Southstar Communities



Updated 12/2/2024

MAYFAIR LEGEND

Property Boundary

City Limits / ETJ

Mixed Density Residential

Mixed Use

Commercial

Light Industrial

Recreation Center

Parkland

Middle School (existing)

Elementary School (existing)

Transformer Station

External Access Point

Major Trailhead

Minor Trailhead

Shared Use Path

Bicycle Lane

6' Sidewalk

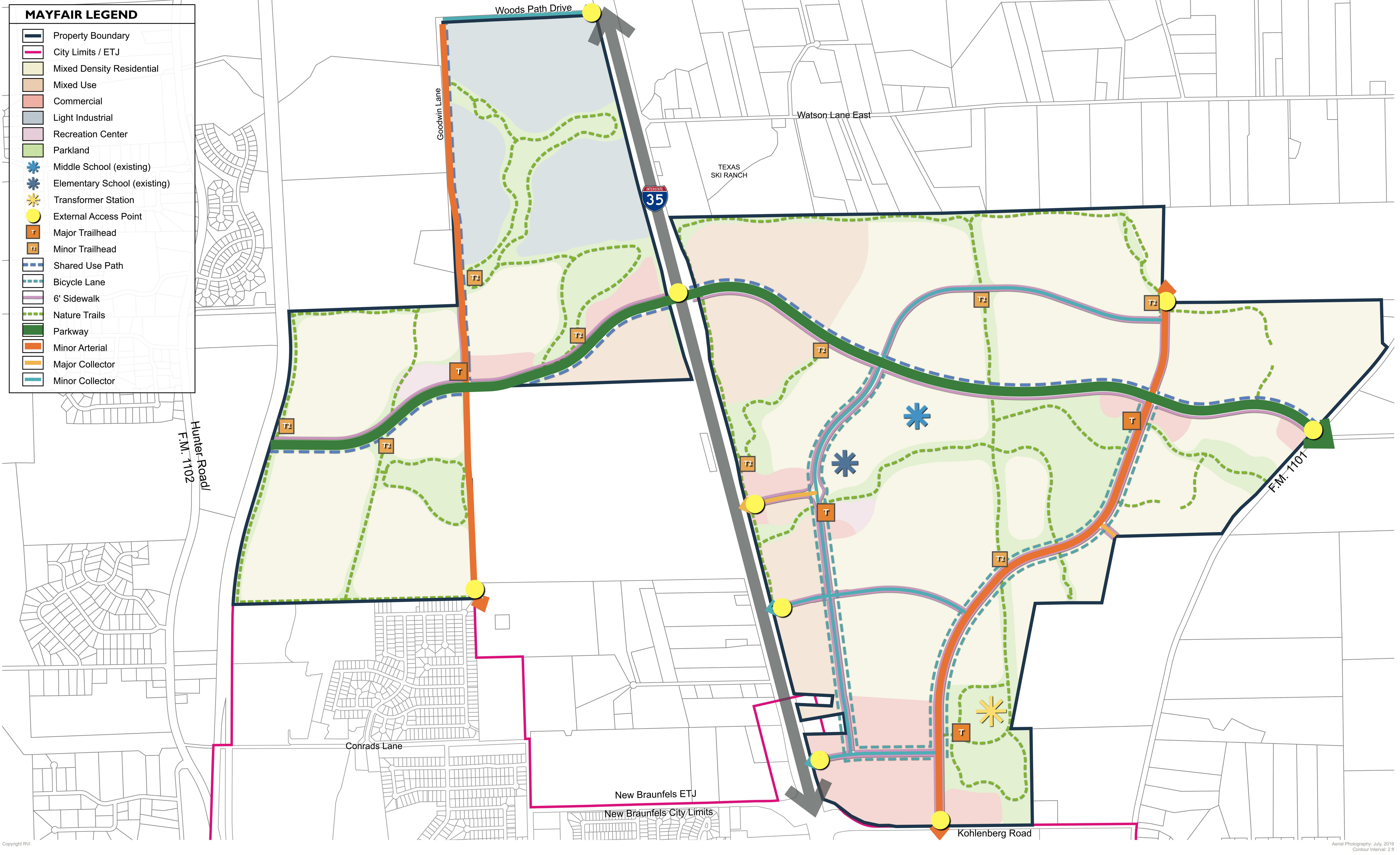
Nature Trails

Parkway

Minor Arterial

Major Collector

Minor Collector



Copyright RVIAerial Photography: July, 2019
Contour Interval: 2 ft

MAYFAIR LEGEND

Property Boundary

City Limits / ETJ

Parkland

Nature Area/Easement

Middle School (Existing)

Elementary School (Existing)

Parks

Major Trailhead

Minor Trailhead

1/4 Mile Radius

1 Mile Radius

Shared Use Path

Bicycle Lane

6' Sidewalk

Nature Trails

Trail Summary	
Type	Length (Miles)
Shared Use Path	+/- 4.4 Miles
Nature Trails	+/- 14.9 Miles
Bicycle Lane	+/- 5.8 Miles
6' Sidewalk	+/- 12.7 Miles
Total	+/- 37.8 Miles
Minimum Overall Park Acreage: 300 Acres	

Copyright RVI

RVi

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Suite 175
Austin, Texas 78703
Tel: 512.480.0032
www.rviplanning.com

MAYFAIR • OPEN SPACE / ENVIRONMENT / PARKS AND AMENITIES FRAMEWORK PLAN

New Braunfels, Texas

June 18, 2026

19003216

Southstar Communities

DRAFT

MAYFAIR

NEW BRAUNFELS
TEXAS

SOUTHSTAR

PAPE-DAWSON
ENGINEERS

0 300' 600' 1200'

Information furnished regarding this property is from sources deemed reliable. RVI has not made an independent investigation of these sources and no warranty is made as to their accuracy or completeness. This plan is conceptual, subject to change, and does not represent any regulatory approval.
L:\2019\19003216 Southstar GLO\Concept Plans\Framework Plan\Overall Master Plan_Con N7.dwg

108

Mayfair Master Framework Plan Summary of Changes

Revised as per City Staff Comments June 2026

Based on earlier conversations with City Staff, Master Framework Plan continues to show aggregated acreage totals of land uses, but is less focused on specific boundaries and parcel acreages that often shift slightly during the development process. This MFP plan is more consistent with Veramendi.

Parcel acreages and sub-categories of land uses are delivered and tracked in the Sector and Plat approvals processes. Secondary framework plans continue to show additional detail in revised graphic format.

Formatting Changes:

1. Removed parcel names and parcel acreages. Aggregated land use acreages remain
2. Shows primary land use categories, not subcategories (i.e. FCOMM & NCOMM are COMM)
3. Updated boundary of Midtown Mayfair as per City request
4. Removed public facilities (west side elementary school, west side fire station, temp WWT, transformer station parcel outline) This is based on conversation with the City – it does not lessen commitment to include public facilities as outlined in the Development Agreement
5. Added the 1.7 acre Smith Tract, annexed into the WCID April 2026.

Specific Land Use Changes

Location	Original Land Use	Revised Land Use	Acreage	Notes
Street B/ Promenade @ Mayfair Pkwy (North)	NCOMM	MDR	8	2 parcels of 4 ac each. See below
Street B/ Promenade @ Mayfair Pkwy (SW)	PARK	COMM	4	
Ransom Drive	FCOMM/NCOMM	MXD	4.6	Added flexibility for MXD in higher intensity walkable live-work area
E9MF	MDR	COMM	22	Accommodates the addition of medical services within Mayfair adjacent to higher intensity commercial area
Kohlenberg/Smith Tract	n/a	COMM	1.7	Added Smith Tract to Mayfair as annexed into WCID #3 April 2026

Mayfair Pkwy W @ Street F *	Fire Station	MDR	2.55	Public facility can be placed on any land use. Does not alter commitment to dedicate fire stations.
2 elementary schools, 1 middle school *	Education	MDR	67.83	Public facility can be placed on any land use
Eastside Transformer Station @ Kohlenberg *	Transformer Station	Park	5.00	Public facility can be placed on any land use
Temporary Wastewater Treatment Plant * on Mayfair Parkway at Street B (Promenade)	Temporary WWTP	MDR	2.91	Public facility and can be placed on any land use

*Reflects a change in allowing public facilities on all land uses. Elementary school (14.71 ac) and Middle School (32.12) are already underway, totaling 46.83 of acreage identified above.

Notable land use changes and narrative:

Public Facilities.

Does not trigger >10% land use change for remaining land uses.

The largest land use change is the result of the proposed Development Agreement amendment that asserts public facilities are no longer a land use, and are instead allowed on any land use (DA 2.76). The original Mayfair land plan allocated relatively small acreages to public facilities (transformer station, fire station, education). When these entities revise their plan, it triggers a major amendment to the Master Framework Plan (>10% land use acreage change).

The proposed change allows Mayfair to work nimbly with public infrastructure, schools and ESDs to support their needs and align it with location/availability of necessary infrastructure. The change does not lessen the commitment to include public facilities.

Examples:

1. Comal ISD changed locations and acreage for the Middle School.
2. NBU Transformer Station – asked for 5 acres, then asked for 10 acres.

An unintended outcome of this change is the recategorization of several land uses (Transformer Station, Fire Station, Education) to Mixed Density Residential (adding 85 acres to an original 870.81 acres). Example – 46.83 acres of the 85 acres of additional MDR are already developed/under development by Comal ISD for schools. This does not create a path for more residential at Mayfair, as Mayfair's residential units are capped at 6,000.

E9MF

Does not meet criteria for major amendment.

22 acres previously designated as Mixed Density Residential is now planned to provide Medical Services adjacent to the high traffic commercial uses at the corner of Kohlenberg and I-35 frontage. This is a high-intensity retail area at a high access portion of the site. The location provides facilitated access to the public and Mayfair residents. This use and the topography of this site allow for a positive transition to MDR and to higher density commercial to the South.

Commercial at Promenade and Mayfair Parkway.

Does not meet major amendment criteria.

Originally three nodes of N-COMM were located on three corners of Mayfair Parkway and Promenade. The significant growth of commercial at Mayfair has introduced some of the most prolific commercial development teams to the community. Each has asserted that this area, given the planned 200-ft ROW and traffic patterns suggest that true ‘walkable retail’ will not be viable in these pods for many years to come. They tell us that the small businesses sited in these areas will lease and fail given low projected traffic from the general public in the near term. Mayfair’s priority is to foster an environment where others can succeed and thrive; – residents, home builders, and businesses large and small. Mayfair will continue to have a robust commercial presence that is walkable via an extensive array of sidewalks and pathways, but also be viable as they are available to the public along established major thoroughfares.

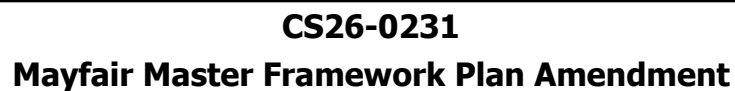
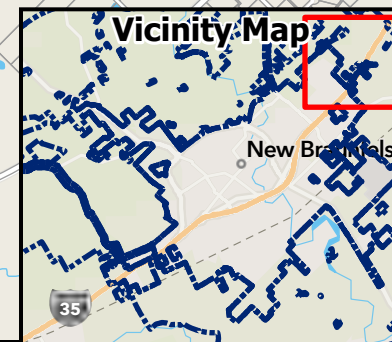
As per City Staff comments, two nodes on Northern corners were removed. One new node (4ac) of N-COMM was added at the SW corner of Promenade and Mayfair Parkway, adjacent to the planned Community Park (previously Park use).

Net Acreage Changes

	Lost (ac)	Gained (ac)	Net (ac)
Education *	67.83		
Commercial	12.6	27.7	15.1
MDR*	22	85.37	63.37
Fire Station *	2.5		
Temp WWTP *	2.91		
Transformer Station *	5		
Park	4	5	1
MXD		4	4
Subtotal	116.84	118.59	1.7 ac Smith Tract

*Acreage identified as a public facility can neither be gained nor lost, and should not trigger a major amendment.

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



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



CITY COUNCIL
JULY 13, 2026 – 6:00PM
City Hall Council Chambers

Applicant: Thad Rutherford, President and CEO, Southstar at Mayfair Developer, LLC

Address/Location: Mayfair

NOTICE LIST – Case #CS26-023

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”.

PROPERTY OWNER

- | | |
|--|---|
| 1. WORTHAM INVESTMENTS LLC | 34. WHITE BRADLEY W |
| 2. ROMAN CLYDE | 35. MOORES SYLVIA I TRST |
| 3. SCHNEIDER ELIZABETH L | 36. WERSTERFER KEITH & KIMBERLY |
| 4. T J F A LP | 37. HILLTOP HOLDINGS INC |
| 5. TIMMERMAN BARTH D & GREENVIEW
DEVELOPMENT GREENBURY LP | 38. ROMERO ANDREW L & SAMANTHA M |
| 6. COMAL COUNTY OF | 39. CLOUD COUNTRY HOA |
| 7. WASTE MANAGEMENT OF TEXAS INC | 40. JULIANN STEVEN II |
| 8. BUTTRUM CONSTRUCTION INC | 41. MCCROSKEY SILAS |
| 9. RAHE DANA K | 42. RIVERA NATHAN R & ANNA C |
| 10. HARBORTH DONALD L | 43. CORTEZ DAVID O JR & KAROL D |
| 11. HARBORTH EMILY J | 44. LUBY JOHN R JR & CYNTHIA |
| 12. SOUTHSTAR AT MAYFAIR DEVELOPER LLC | 45. OVERACKER STEPHEN M & SARA C |
| 13. SOUTHSTAR AT MAYFAIR KOHLENBERG
LLC | 46. KEOPPLE LANDON D & DANA M |
| 14. ALFRED RIEDEL CONSTRUCTION INC | 47. PIZZITOLA ALLAN M & HALIE M |
| 15. DON WOOTTON INVESTMENTS AUSTIN LLC | 48. EARLY SUNSHINE D & ETEL C PALOMATA |
| 16. OLVERA MATEO & REINA | 49. MELVIN MICHAEL A & BRITTANY M |
| 17. PAGES FAMILY FARM LTD | 50. RAMSEY SHERI R FAMILY TRUST 10-10-2003 |
| 18. I-35 COMMERCE CENTER WEST LLC | 51. FAJARDO SACRAMENTO & BRITTANY |
| 19. GOMEZ JOAQUIN M & CATALINA N | 52. PERRY HOMES LLC |
| 20. ET NEW BRAUNFELS LLC | 53. WHITSON MARTIN & KELLIANNE |
| 21. EAGER CECIL | 54. DFH COVENTRY LLC |
| 22. VASQUEZ JAMES B | 55. LEVERETT BETH |
| 23. ALMAGUER LUIS D & SHANELL | 56. TREVINO RAFAEL IV |
| 24. OLSEN MATTHEW & MICHELLE | 57. HOA FOR CLOUD COUNTRY SUBDIVISION
UNIT-1 INC |
| 25. QUINNEY ANDREA L & JOHN A | 58. CRAYTON ALETHIA D & SHERMAN D |
| 26. QUILTER JAY ANN | 59. NIKOLOVSKI DREW A & PRISCILLA V
RAMIREZ |
| 27. LADSHAW JOHN A ET AL | 60. REYES JOSUE M & LISA |
| 28. BEAVERHEAD NB LLC | 61. SEISE SCOTTY D & TASHA D |
| 29. BRUZZI SONIA & RICHARD | 62. QUILTER KEVIN M |
| 30. LOMAS ANTONIO JR & PATRICIA M | 63. DONEL ALFREDO III & MITSUKO |
| 31. SAMUELS ROUNALD H & TAMEKA D | 64. BRADSHAW TYKEITHREN L |
| 32. MORGAN DONALD R JR & HEATHER
SEEHUSEN | 65. PHELPS SHANNON W & TANYA |
| 33. ROOK JOSHUA G | 66. BOX LITA C A & JOHNATHAN K |
| | 67. MAREK KELSEY & JONATHAN L |
| | 68. HIGHLAND HOMES - SAN ANTONIO LLC |

69. LOPEZ MARCIAL & CLAUDIA
 70. MAISCH SEAN
 71. ABRAHAM REGINALD JR & JOSLIN
 72. SEXSON BRAD R & MARLA S
 73. MNB REAL ESTATE INVESTMENTS LLC
 74. GOURLEY THOMAS P & CRYSTAL L
 75. WOHLFAHRT LYNN
 76. CRYSLER RICHARD A & ELIZABETH M
 ZAMORA-CRYSLER
 77. LLEWELLYN ENRIQUE & ANITA
 78. ANZALDUA CRISTOBAL
 79. DOROUGH LARRY JR & CAREY
 80. MCELWEE PAUL J & ELIZABETH R
 81. VIERIG BRANDON O & BROOKE R
 82. TATUM JACOB
 83. TOLL SOUTHWEST LLC
 84. DOUGHERTY ELISSA L & MICHAEL C
 85. NOVAK MAYFAIR LLC
 86. PERRY JASON & JAIME
 87. TOLL SOUTHWEST LLC
 88. DAVILA JOSE D & ROSALVA H
 89. COX ROBERT C & ANNIE E
 90. RUIZ BENJAMIN M & LINDA
 91. CELESTINO LISA C & ROBERT II
 92. GUERRA KYLE W & KRISTEN N
 93. SHIELDS GINA S & WILLIAM A IV
 94. ZAPATA ARMANDO & DORA G
 95. ESCOBAR ELDER O & ANA G
 96. WEEKLEY HOMES LLC
 97. FELDER CND MAYFAIR LLC
 98. MAHAFFEY SEAN D & TOREE F
 99. SCOTT FELDER HOMES LLC
 100. NEW BRAUNFELS UTILITIES
 101. RODRIGUEZ AMY E & LEONARDO A
 JR
 102. HOLIGAN FARM & RANCH LLC
 103. CARDWELL MICHAEL W
 104. SOUTHSTAR DW LLC
 105. CARMOUCHE JOSHUA H & MEAGAN
 C
 106. COCKRELL BRYAN J & JESSICA K
 CARRANZA
 107. TEXAS SKI RANCH HOLDINGS LP
 108. RICHARDSON RON
 109. GANDRUD MATT
 110. REMORERAS ROSELYN I & GLENN P
 111. WELBORN ERICK
 112. HARDIN CRAIG
 113. MUNOZ JOSEPH A & AVA F SCHULTE
 114. CONTINENTAL AUTONOMOUS
 MOBILITY US LLC
 115. FERGUSON JOHN R

116. JAMES KENDRICK & ARIELLE
 117. GOMEZ FRANCISCO JR
 118. BUXKEMPER MICHAEL T
 119. HERRMANN TAYLOR L
 120. TENNANT LVNG TRST 10-17-2025
 121. MORALES ORLANDO A & MELANIE Z
 122. ESQUIBEL EDWARD W & LISA L
 123. BRIGHTLAND HOMES LTD
 124. DAVILA RODOLFO JR & ELIZABETH K
 125. SEAL CHRISTINE A & TIM B
 126. ARREDONDO ANA M & RICARDO
 127. CEDILLO JOE R III & ADRIANA G
 128. LINEBACK IRENE K
 129. COFIELD DEON & DOMINIQUE
 130. VELAZQUEZ DANIEL T & DAISY
 TAVERA
 131. CEDENO SHERAZ W & RACHAEL L
 132. VALENTIN SOSA VINKEL J &
 BERLINDA C GARCIA
 133. FOXX SAMMY L JR & MIRIAM
 134. MORITZ NICHOLAS P & LAUREN M
 135. COMAL I S D
 136. JOHNSON FAMILY TRST 12-19-2025
 137. VILLAGE AT MAYFAIR LLC
 138. BURATTI CAROLYN J & EDWARD J
 139. RODRIGUEZ JOEL A S & YESENIA A
 DIAZ
 140. ALDANONDO JOSE R & CARLA A
 141. OBRIEN JENNA L & SEAN E
 142. STUDLEY THOMAS W & AMBER L
 BONASORO
 143. MILLER LORRAINE T & BILLY W JR
 144. CARRERA-HERNANDEZ ANNABEL
 145. ROWLEY DALLAS S & SHERIDAN L
 146. ANDERSON KYLE S & VICTORIA R
 147. VU PHONG H
 148. STANLEY DANIEL R & SHANNON H
 149. WATSON CHARLES R III & BAILEY A
 150. LOBACCARO DAVID J & SHANNON N
 151. BENSON SUSAN R ET AL
 152. PATEL URESHA K & JAYESH D
 153. KOHLENBERG PARTNERS RETAIL
 LTD
 154. FLEITES ALVARO & VIANE
 155. COSTCO WHOLESALE CORP
 156. GARCIA KATHLEEN G & MIKE
 SAYALEN
 157. OCONNOR FAMILY TRUST 9-07-2023
 158. HOWARD TARA A
 159. CUMMINGS STACEY R C & BRYANT

M

160. BARRY MICHAEL T & STALEY A
MULLINS
161. BENELL BRYAN M & ANN M
162. CARRANZA GABRIEL A
163. RANCH ROAD MAYFAIR LLC &
RIVERWALK COMPANY LP
164. HARGIS HARRY W JR & PAULA J
165. MOFFETT MELISSA A
166. GROSE THOMAS C & EILEEN C
167. DOUGHERTY MICHAEL C & ELISSA L
168. PADGETT RUSSELL & PATRICIA
169. PULLIN ALICE J
170. RHADBANE ANAS & KATHLEEN M
HOLLOWAY
171. PATEL SURESHBHAI M &
BHAVNABEN
172. FLERMIUS CHRISTOPHER
173. WHEELER TREVOR C & MERCEDES
A
174. DFH COVENTRY LLC
175. GARZA MICHAEL Q & SARAH K
STEVENS
176. SANTOSA RICKY R & GUIBIN CHEN
177. MANTILLA HEIDY R N & DIEGO G P
PINEROS
178. SKEEN DAVID C & KAREN A
179. GOLDSTEIN REBECCA L RVCBL
LVNG TRST 04-16-2021
180. ROSALES JOSHUA & JOLYNN
181. MINTON CHANTIL A & CHARLES
182. SMITH ADAM C & SARAH A
183. ESCOBAR ELDER & ANA
184. DORRESTIJN JACK & MAREN
MULLALLY
185. CONTINENTAL HOMES OF TEXAS LP
186. HERRMANN JOHN M PRIVATE
BUSINESS TRST
187. NUNEZ ANTHONY G
188. SOUTHSTAR AT MAYFAIR
DEVELOPER LLC
189. PATEL BHAVESHBHAI P &
NEETABEN P
190. SCOTT JEREMY & ALYSE CAPELLO
191. DFH COVENTRY LLC
192. RYALS MARIA
193. MARINA TRST 03-06-2026
194. KING KALEB & ZOE
195. HIGHLAND HOMES-AUSTIN LLC
196. WEISMAN MICHAEL A & TERESA A
197. COLLINS MARIAH S L & RONALD J
COLLINS JR
198. SWITZER CLIFFORD W & DANIELLE
GOODE-SWITZER
199. DE LEON ROGELIO N JR
200. DOCKENS MICHAEL L & DORIS E
201. PRICE DOUGLAS C & MORGAN M
202. TAYLOR LEMAR & KRISTEN KIRSCH
203. HUMPHREY JASON A
204. PRETORIUS ANDRE & SAMANTHA
205. ERAZO MICHAEL & STEPHANIE
206. BHOCHIBHOYA SARINA & NIRANJAN
SHRESTHA
207. MARTINEZ JAMES & BRITTANY
208. WALKER KERI L & AARON T
209. MANCHA CYNTHIA D & SANTIAGO
210. ROMERO FAMILY TRST 08-08-2025
211. VIGIL MICHAEL & KAYLEE
212. DIAZ SANDRA C
213. PINEDA ARRIS & LYRAH
214. SKEETE RUDOLPH V
215. ZARUBA JORDAN & TORY
216. VERMILLION TIFFANY R & ANDREW J
HILL
217. HILGENDORF BLAINE E & KAY E
218. WALKER BRITTNEY L & RODDRAY K
219. YBARBO GABRIELLE & JAMES
220. SYRING RYAN & KATHERINE
221. JUAREZ MARCOS & APRIL
222. PATEL VANDANA & JAYESH
223. SCHWARTZ JORDAN M & CHELSIE
224. JEFFERY KEVIN E & HANNAH M
225. GONZALES CHELSEA
226. DAZINSKI SEBASTIAN K
227. EITZENHEFER LARRY M & BEVERLY
R
228. JECKELL ANABELA
229. HAGERUP ERIK J & MIRIAM B
230. DELAROSA-ORTIZ ALINA R &
GILBERTO ORTIZ IV
231. MALINS-SMITH RICHARD K & HARPA
232. DOUVILLE BRITTANY M
233. FITZGERALD KRISTOPHER M &
JENNA K
234. PATEL SHIV M
235. LARA ALDO L & BRENNAN
236. STARR MATHEW J & ANN M
237. WILKINSON TRENT P & BRITTANY N
238. TROXELL JORDAN S & DENISE R
239. COLLINS MYRA
240. BRAY SETH A & AMBER H
241. DITTEMORE JUSTIN R & JENNIFER
242. VANVOORHIS RICHARD D

243. BERGSTROM JEFFREY R & WENDY
K
244. DAWSON TIMOTHY A & RAQUEL N
245. TRAN LAN T & ALICIA M
246. HALLMARK-SPARKMAN RUSSELL W
& CORTNEY E GARTEN
247. GONZALEZ AMY L & STEPHEN M
248. STEIN ROBERT C & KATHERINE L
249. MCGEE CHRISTOPHER C & JULIE B
250. GIFFORD KYLER D & ANASTASIA N
251. TEKEU ALAIN
252. CHANCE JEFFERY L & EVA S
253. SEAY WESTON P & LAUREN H
254. MCGLOTHLIN TINA S & OWEN A
255. HESTER ALEXIS H C & GARRETT P D
256. GARCIA ROCIO & JOSE C P ALVAREZ
257. CULBERTSON PAMELA D
258. AKRAM SABA & ALI A RAO
259. MEARNs TRAVIS B & HANNAH H
260. RALL CODY W & TEAGAN J
261. SCHULTZ RONALD L
262. LAGUNAS DANIEL & JEANETTE
263. MORGAN FAMILY TRST 06-17-2024
264. KNOLL SAMUEL R & KRISTY M
265. MAYER CARL W & DEBORAH A
266. DOZIER JEFFREY S & MAYLIN N
267. TEJEDA VICTOR & ANA REINA
268. MILLROSE PROPERTIES TEXAS LLC
269. SCAVO KRIS A
270. CRESPO JOSE A
271. KYNDWOOD RESIDENTIAL
COMMUNITY INC
272. HAUGHTON BRIAN & SUSANNE
273. MERRELL BO G
274. RENO CHARLES D

275. SPIARS CALEB & LAUREN
BROOKINS
276. NGUYEN NHIEM V & LIEN T VU
277. SHEPHERD JON R & LESLEY A
278. REUSCHER RYAN II
279. GREENE ROBERT
280. RIVERA WILLIAM JR & ELIA BUSTOS
281. JENKINS KERNEY J & SYDNEY A
282. WILLIS MADISON S & BRENDAN
283. GUTIERREZ DANIEL JR & GABRIELA
G CASANOVA
284. ANDRADA JEFFREY & CODI
285. VILLA MANUEL M
286. SOUTHSTAR AT MAYFAIR
DEVELOPER LLC ET AL
287. 404 WEST ALPINE LLC
288. MNB REAL ESTATE INVESTMENTS
LLC
289. RANSOM RE INVESTMENT LLC
290. NEW BRAUNFELS UTILITES
291. BIRVEK RETAIL LLC
292. HIGHLAND HOMES-SAN ANTONIO
LLC
293. LENNAR HOMES OF TEXAS LAND &
CONSTRUCTION LTD
294. HIGHLAND HOMES SAN ANTONIO
LLC
295. EDDEB INVESTMENTS LTD
296. BOENITZ JORDAN & PHILIP
297. YARBROUGH LISA & JOHNNIE
298. FRUEHOLZ FREDERICK JR
299. PS BOERNE HOLDINGS LLC
300.

SEE MAP

EDDEB INVESTMENTS LTD
30829 MAN O WAR DRIVE
BOERNE TX 78015
Property #: 296
CS26-0231
Case Manager: MG

JUL 7 REC'D

FAVOR ☒
OPPOSE ☐

COMMENTS

404 WEST ALPINE LLC
11130 JOLLYVILLE RD STE 302
AUSTIN TX 78759
Property #: 288
CS26-0231
Case Manager: MG

JUL 7 REC'D

FAVOR ☒
OPPOSE ☐

COMMENTS

CEDENO SHERAZ W & RACHAEL L
5720 TUG POINT
NEW BRAUNFELS TX 78130
Property #: 132
CS26-0231
Case Manager: MG

JUL 7 REC'D

FAVOR ☐
OPPOSE ☒

COMMENTS

OVERACKER STEPHEN M & SARA C
5716 TUG POINT
NEW BRAUNFELS TX 78130
Property #: 45
CS26-0231
Case Manager: MG

JUL 2 REC'D

FAVOR ☐
OPPOSE ☒

COMMENTS

7/13/2026

Agenda Item No. B)

PRESENTER:

Christopher Greenwell, Grants Coordinator

SUBJECT:

Discuss and consider the approval of the submission of the Community Development Block Grant Annual Action Plan, and its associated funding recommendations, for Program Year 2026 to the U.S. Department of Housing and Urban Development.

DEPARTMENT: Finance**COUNCIL DISTRICTS IMPACTED:** Citywide**BACKGROUND INFORMATION:**

The City of New Braunfels has been fortunate to receive annual grants from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Entitlement Program since 1994. The annual funding amount varies each year as it is determined on a formula basis and then provided to entitled cities, counties, and states to help develop viable urban communities. It is the City's longstanding practice to distribute CDBG funds throughout the community by providing eligible subrecipients with grant funding that can be used to revitalize neighborhoods, support affordable housing, provide economic opportunities, and improve community facilities and services intended for low- and moderate-income (LMI) residents. Of the total annual funding amount, specific percentages of the funding are eligible to be allocated to CDBG program administration (20% cap), public service activities (15% cap), and housing and public facility projects (65% minimum, 100% maximum). Any additional funds, including from previous Program Years, are held in reserve in the U.S. Treasury to be utilized by the City for housing/public facilities projects at a future date in accordance with timeliness requirements and project/program eligibility.

In accordance with Federal requirements for CDBG funding, the City is preparing to submit its Annual Action Plan (Action Plan) to HUD. The Action Plan, developed according to the City's Citizen Participation Plan, outlines the projects and programs the City will support with CDBG funds during the upcoming Program Year, thereby furthering the goals of the HUD-approved Consolidated Plan, a five-year strategic planning document. After submission of the Action Plan to HUD for the agency's review, projects and programs are implemented in accordance with the HUD-approved one-year budget and activities. The City's allocation for Program Year 2026 (PY26), effective October 1, 2026, to September 30, 2027, is \$466,582. Of the total funding amount, \$69,987.30 can be allocated for public service activities, \$93,316.40 is eligible for program administration, and a minimum of \$303,278.30 must be used for other activities such as housing and public facilities projects as per HUD CDBG requirements.

In accordance with the City's standard process, three competitive Request for Applications were available to nonprofit agencies and other eligible entities from February 10, 2026, to March 13, 2026; each application was

available for one of three categories consisting of Public Services, Public Facilities, and Housing. The City subsequently received 14 applications from 11 local non-profit organizations for a variety of eligible activities totaling approximately \$166,518 within the Public Services category, and approximately \$420,987.20 within the Public Facilities and Housing categories. The allocation for program administration is not subject to the competitive process as it is provided directly to the City by HUD to reimburse costs associated with the administration of CDBG funding on their behalf. After initial review by the City's CDBG support staff, all eligible competitive applications were then provided to the City's Community Development Advisory Committee (CDAC) for review, allowing them to establish PY26 funding recommendations. HUD allows for unspent funds rolling over from previous plan years to augment the housing/public facilities category. Therefore, the applications for this category are recommended to be fully funded/awarded (\$420,987.20).

CDAC is composed of nine New Braunfels' citizens who have applied to become members of the committee and have been approved by City Council to serve in an advisory capacity on matters relating to the CDBG Program. CDAC's responsibilities include reviewing the competitive applications for funding, hosting agency presentations, and making recommendations for funding allocations to be considered and approved by City Council. Funding allocations are subsequently included in the City's Action Plan. After prior extensive review and discussion, CDAC members met on May 6th to publicly rank the applications and form PY26 funding allocations. Additionally, during their May 6th meeting, CDAC considered and approved the City's recommendation to fully fund all Public Facilities and Housing projects, using a large portion of unallocated CDBG funding from previous program years.

All recommendations for funding were based upon factors such as how the program/project will benefit low to middle income residents, availability of funding, past/current performance for organizations that had previously received funding, and the experience and capacity of the agency in managing the proposed program/activity, consideration of other available funding sources for the agency, and direct support of the City's adopted CDBG 2025-2029 Consolidated Plan and the City's adopted 2024-2029 Strategic Plan.

As such, the following allocations are recommended by CDAC:

U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG): Entitlement Program Program Year 2026 (PY26) Grant Amount: \$466,582; Additional Unallocated CDBG Program Year Funds: \$117,708.90 Funding recommendations developed on May 6, 2026, based upon the PY 2026 grant amount.		
Public Services (15% Cap): \$69,987.30		
Name of Organization (Average CDAC Score) <i>Project/Program</i>	Requested Eligible Funding	Recommended Funding
Big Brothers Big Sisters (91) <i>Youth Mentoring In Comal County</i>	\$ 10,000.00	\$ 4,297.47
CASA of Central Texas, Inc. (90) <i>Advocacy for Abused and Neglected New Braunfels Children</i>	\$ 40,000.00	\$ 16,876.38
Comal County Senior Citizens Foundation (89) <i>Meals on Wheels Program</i>	\$ 4,878.00	\$ 2,044.06
Comal County Family Violence Shelter Inc. d/b/a Crisis Center of Comal County (89) <i>Emergency Shelter Support</i>	\$ 25,000.00	\$ 10,404.06
Family Life Center (92) <i>Benevolent Program</i>	\$ 20,000.00	\$ 8,647.19
Family Promise of Greater New Braunfels (92) <i>Housing Stabilization and Eviction Prevention</i>	\$ 19,890.00	\$ 8,589.24
National Church Residences Foundation (83)	\$ 10,000.00	\$ 3,921.28
San Antonio Food Bank (90) <i>New Braunfels Food Bank Distribution Program</i>	\$ 20,000.00	\$ 8,438.19
The Salvation Army New Braunfels Corps (86) <i>Case Management and Supportive Services for Transitional/Emergency Housing Program</i>	\$ 16,750.00	\$ 6,769.43
	\$ 166,518.00	\$ 69,987.30
Housing / Public Facilities (PY 2026 Grant Balance + Previously Unallocated CDBG Funds): \$303,278.30 + \$117,708.90 = \$420,987.20		
Name of Organization (Average CDAC Score) <i>Project/Program</i>	Requested Eligible Funding	Recommended Funding
Comal County Family Violence Shelter Inc. d/b/a Crisis Center of Comal County <i>Roof Replacement for Shelter Admin Building</i>	\$ 125,000.00	\$ 125,000.00
Family Promise of Greater New Braunfels <i>Repairs and Improvements to Emergency Shelter</i>	\$ 69,000.00	\$ 69,000.00
NB Housing Partners <i>Purchase and Installation of Modular Building</i>	\$ 100,000.00	\$ 100,000.00
The Salvation Army <i>Main Facility Improvements</i>	\$ 38,500.00	\$ 38,500.00
Rebuilding Together <i>Critical Home Repair Program</i>	\$ 88,487.20	\$ 88,487.20
	\$ 420,987.20	\$ 420,987.20
Additional Funding Recommendation by City		
Administration (20% Cap): \$93,316.40		
Administration allocation is not subject to ranking by committee.		

HUD requires a 30-day comment period and two public hearings before submission, allowing citizens to comment on the information proposed in the PY26 Action Plan; the comment period for CDBG Program Year 2026 was June 1, 2026, to July 1, 2026. A full draft of the PY26 Action Plan was available for review at the City Secretary's Office, the New Braunfels Public Library, the New Braunfels Public Library - Westside Branch, and information was also available on the City's "CDBG Program" website during this timeframe. The

first public hearing was hosted on April 6th, 2026, at the New Braunfels Public Library - Westside Branch; the second public hearing was on June 11th at the New Braunfels Public Library - Main Branch.

Upon receipt of Council approval during the regular City Council meeting on July 13nd, 2026, the finalized PY26 Action Plan, including all comments received during the public comment period, will be delivered to HUD no later than August 15th, 2026.

ISSUE:

Not applicable.

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

There is no direct fiscal impact to the City for the CDBG-funded recommended awards as this is an allocation of federal funding.

RECOMMENDATION:

Staff recommends approval of the submission of the Community Development Block Grant Annual Action Plan, and its associated funding recommendations, for Program Year 2026 to the U.S. Department of Housing and Urban Development.

7/13/2026

Agenda Item No. C)

PRESENTER:

Jordan Matney, Deputy City Manager

SUBJECT:

Discuss and consider the approval of a resolution recommended by the New Braunfels Economic Development Corporation approving an expenditure of up to \$2.4M for additional construction and financing costs of Castell Avenue Phase 1 - Coll Street Drainage Improvement, pursuant to Section 501.103 of the Texas Local Government Code.

DEPARTMENT: Transportation & Construction Services**COUNCIL DISTRICTS IMPACTED:** 5**BACKGROUND INFORMATION:**

The South Castell Visioning Plan, which was completed and adopted in 2018, publicly explored how to convert underused City-owned land into a mixed-use district in downtown New Braunfels. The plan outlined a vision for the city-owned properties on South Castell, future uses and streetscape improvements. The City then began to explore what public infrastructure investments were needed to realize the vision and also provide a broad benefit to downtown New Braunfels. In the Fall of 2021, the New Braunfels Economic Development Corporation (NBEDC) contracted with Kimley-Horn to provide a preliminary engineering design and streetscape plan for the South Castell corridor from Bridge Street to Business 35 to support the overall adopted vision. The proposed improvements focused on pedestrian safety and comfort, a better downtown walking experience and drainage and utility concerns, and the City held open houses asking participants to provide feedback. The findings from the engineering report, which divided the project into phases, were presented to the NBEDC in late 2022. Phase 1 of the proposed corridor improvements detailed the need for drainage upgrades on Coll Street between Castell Avenue and the Comal River. The 2023 Bond Advisory Committee reviewed the proposed Phase 1 drainage improvements, but it was not put forward for consideration in the 2023 bond. The NBEDC, in a later strategic planning process, ranked Phase 1 as the number one project priority for funding and implementation.

On March 9, 2023, NBEDC approved funding for Kimley-Horn to complete the final design of the Castell Avenue Phase 1 Project. The NBEDC received an update on this project at its workshop meeting on January 24, 2024. At that time, 60% design plans were presented and a cost estimate was provided. Three alternatives were offered to the NBEDC for consideration: 1) adding trees only; 2) adding enhanced landscaping with plantings and hardscapes; or 3) completing underground electric and telecommunication conversions, street lighting and the tree and landscaping improvements from the first two alternatives. The NBEDC Board agreed to add all three alternatives to the project. For the utility companies to begin design of the underground conversions, a commitment of construction funding was required, which the NBEDC provided at their meeting on February 15, 2024 after public hearing. A project cost of \$7.2M was approved for construction funding and approved by the City Council on February 26, 2024. Staff reiterated that the construction estimate was based on 60% of design and that potential cost increases were likely given the preliminary nature of the estimates and the continued time needed to complete design before the project was ready for bidding and construction. Staff updated the Board on evolving project costs as the design progressed.

Construction bidding for this project was completed April 2, 2026. Four bids were received from qualified contractors and evaluated by staff. Based on the bid from the selected best value contractor, a funding shortfall of \$2.4M has been identified beyond the construction funding of \$7.2M approved by the NBEDC in February 2024.

The NBEDC received a presentation about this project expenditure at its May 21, 2026 meeting. This project falls under the *Planning and Infrastructure* category in the NBEDC Strategic Priorities. The NBEDC held a public hearing on June 18, 2026 and approved the expenditure.

ISSUE:

The final bids for the Castell Street reconstruction - Phase 1 were received. The final amount is \$2.4M greater than the original \$7.2M estimate from February 2024.

STRATEGIC PLAN REFERENCE:

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

- Enhanced Connectivity - Set total number of linear feet of gaps and measure progress made through redevelopment, capital investment, etc.
- Enhanced Connectivity - Increase bikeway, trails, and sidewalk miles
- Enhanced Connectivity - Increase walk and bike score
- Community Identity - Allocate resources and recurring funding dedicated to community wide beautification and streetscape enhancement
- Community Identity - Increased public art and/or placemaking installations
- Community Identify - Allocate resources and recurring funding dedicated to beautification and streetscape enhancements
- Community Well-Being - 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

Envision New Braunfels

- Support Vibrant Centers
- Activate Neighborhoods
- Innovate in Parks and Public Spaces
- Bolster Resilient Infrastructure
- Connect All
- Implement Downtown improvements
- Revitalize the core of New Braunfels
- Enhance sense of place through unique spaces
- Make unifying and transitional connections to and from Downtown through efforts like the South Castell Visioning Plan

New Braunfels Economic Development Corporation (NBEDC) Strategic Priorities

- Planning and Infrastructure - Make thoughtful and strategic investments in capital planning processes as well as infrastructure development in areas including transportation, drainage, public spaces, and trails to create an attractive environment for business growth and development and talent acquisition
- Enhancing Sense of Place - Strengthen quality of place by advancing investments that preserve New Braunfels' character and improve downtown amenities, create unique outdoor spaces, and support catalytic projects for the community.

Downtown Implementation Plan Critical Success Factors

- Aesthetics and Pedestrian Infrastructure: fill in pedestrian amenity “gaps” in Downtown, which may include pedestrian lighting, street furniture, landscaping, trees and shading devices
- Circulation and Walkability: repair broken, incomplete sidewalk network and build new sidewalks where absent along retail and commercial streets

FISCAL IMPACT:

The original \$7.2M expenditure has been incorporated into financial forecasting as a debt issuance with \$600,000 of estimated annual debt service. An additional \$2.4M will cost approximately \$200,000 in additional annual debt service. The NBEDC has available funds to approve this expenditure.

RECOMMENDATION:

The NBEDC and City Council have considered this project and taken multiple votes to advance the project to final construction funding:

Castell Avenue Improvement Project				
Project Phase	Approving Body	Action Date	Vote	Amount Approved
Preliminary Design & Streetscape Plan	NBEDC	August 19, 2021	7-0 approved	\$442,000
	City Council	September 13, 2021	7-0 approved	
Final Design – Phase 1 Coll Street Drainage	NBEDC	March 9, 2023	7-0 approved	\$649,500
	City Council	April 10, 2023	7-0 approved	
Construction – Phase 1 Coll Street Drainage	NBEDC	February 15, 2024	6-0 approved	\$7,200,000
	City Council	February 26, 2024	7-0 approved	
Additional Construction Costs – Phase 1 Coll Street Drainage	NBEDC	June 18, 2026	6-0 approved	\$2,400,000

RESOLUTION 2026 – RXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS, APPROVING A RECOMMENDATION OF THE NEW BRAUNFELS ECONOMIC DEVELOPMENT CORPORATION FOR A PROJECT EXPENDITURE OF UP TO \$2,400,000 TO THE CITY OF NEW BRAUNFELS FOR ADDITIONAL CONSTRUCTION COSTS OF CASTELL AVENUE PHASE 1 – COLL STREET DRAINAGE IMPROVEMENT, PURSUANT TO 501.103 OF THE TEXAS LOCAL GOVERNMENT CODE.

WHEREAS, on February 15, 2024, the New Braunfels Economic Development Corporation (“NBEDC”) Board of Directors previously approved a request from the City of New Braunfels for up to \$7,200,000 for improvements to the storm drain system and to provide relevant aesthetic pedestrian safety and circulation enhancements on Coll Street between Castell Avenue and the Comal River; and

WHEREAS, the construction estimate at the time was based off 60% design efforts, and staff has been updating the NBEDC on the project cost as the design has progressed; and

WHEREAS, construction bidding for this project was completed April 2, 2026, four bids were received from qualified contractors and evaluated by staff, and based on the bid from the selected best value contractor – a funding gap of \$2,400,000 was identified beyond the initial construction funding of \$7,200,000; and

WHEREAS, the NBEDC received a presentation about this project expenditure at its May 21, 2026 meeting; and

WHEREAS, the NBEDC held a public hearing on June 18, 2026 to solicit public comments about this funding request; and

WHEREAS, completing the proposed Coll Street improvements will greatly increase opportunities to promote new or expanded business enterprises consistent with Section 501.103 of the Texas Local Government Code; and

WHEREAS, this project falls under the Planning & Infrastructure category in the NBEDC Strategic Priorities; and

WHEREAS, after discussing the request, the NBEDC voted to approve the expenditure in an amount up to \$2,400,000 to the City of New Braunfels to fund the additional construction costs of the Castell Avenue Phase 1 – Coll Street Drainage Improvement.

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

SECTION 1: That the recommendation of the NBEDC to provide additional construction funding, in an amount up to \$2,400,000, to support he Castell Avenue Phase 1 – Coll Street Drainage Improvement, is hereby approved.

SECTION 2: That this resolution shall become effective from and after the date of its passage.

PASSED AND APPROVED by the City Council of the City of New Braunfels, Texas on this day 13th of July, 2026.

MICHAEL FRENCH, Mayor
City of New Braunfels, Texas

ATTEST:

GAYLE WILKINSON, City Secretary
City of New Braunfels, Texas

**CONTRACT BETWEEN THE NEW BRAUNFELS ECONOMIC DEVELOPMENT
CORPORATION AND THE CITY OF NEW BRAUNFELS, TEXAS**

THE STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF COMAL §

THIS CONTRACTUAL AGREEMENT (the "Agreement") is made and entered into by and between the New Braunfels Economic Development Corporation, a Non-Profit Corporation of the State of Texas, hereinafter called "EDC", acting by and through its duly authorized officers, and the City of New Braunfels, Texas, a Texas municipal corporation, hereinafter called "CITY," acting by and through its officers:

W I T N E S S E T H:

I.

WHEREAS, Texas Local Government Code §501.054 provides the EDC with the powers of non-profit corporations incorporated under the Texas Non-Profit Corporation Act, as amended, and Section Seven of the Bylaws of the EDC allows for the President and Secretary of the EDC to execute any contract which the Board has approved and authorized to be executed; and

II.

NOW THEREFORE, under the authority granted to the EDC by §501.103 of the Texas Local Government Code and upon the recommendation of the EDC which occurred on June 18, 2026, the City Council of New Braunfels, Texas on July 13, 2026 and Resolution 2026-R____, approved the EDC's determination that an amount up to \$2,400,000 be allocated to the CITY for costs associated with additional construction costs of Castell Avenue Phase 1 – Coll Street Drainage Improvement. Said funds shall be provided by EDC to the City under the following conditions:

- (1) Up to \$2,400,000 of the funds shall be allocated from sales tax funds by the EDC to CITY to pay for the construction of Castell Avenue Phase 1 – Coll Street Drainage Improvement as indicated in Exhibit A;
- (2) The total of \$2,400,000 of EDC funds, or parts thereof, shall be distributed to CITY within thirty (30) days after receiving an invoice.

(3) CITY shall at all times comply with the ordinances of City of New Braunfels and the laws of the State of Texas; and

(4) All funds received by CITY from EDC as herein provided shall be expended solely for the purposes stated herein.

III.

In the performance of this contract, CITY shall not discriminate against any person because of his/her race, color, religion, national origin, sex, disability or ancestry. Breach of this covenant may be regarded as a material breach of the contract causing its termination.

IV.

It is expressly understood and agreed by both parties hereto that each acts independently of each other, and neither has the authority to bind the other or to hold out to a third party that it is the authority for the other. The parties hereto understand and agree that the City shall not be liable for any claims, which may be asserted by any third party occurring in connection with the performance of the EDC.

Nothing contained herein shall be deemed or construed by the parties hereto or by any third party as creating the relationship of employer-employee, principal agent, joint ventures or any other similar such relationships, between the parties hereto.

V.

Employment of Undocumented Workers. During the term of this Agreement, CITY agrees not to knowingly employ an undocumented worker and if convicted of a violation of 8 U.S.C. Sec. 1324a(f), the CITY shall repay the amount of the Grant and any other funds received by the CITY from the EDC as of the date of such violation within sixty (60) days after the date the CITY is notified by the EDC of such violation, plus interest at the rate periodically announced by the Wall Street Journal as the prime or base commercial rate, or if the Wall Street Journal shall ever cease to exist or cease to announce a prime or base lending rate, then at the annual rate of interest from time to time announced by Citibank, N.A. (or by any other New York money center bank selected by the EDC) as its prime or base commercial lending rate, from the date of such notice until paid.

VI.

All communications between EDC and CITY shall be addressed to the President of the New Braunfels Economic Development Corporation, c/o City of New Braunfels, 550 Landa Street,

New Braunfels, Texas 78130 with a copy being sent to the President of the EDC at his/her residential or business address. Any communication to the CITY shall be addressed to the City Manager, 550 Landa Street, New Braunfels, Texas 78130.

VII.

It is understood and agreed that in the event any provision of this contract is inconsistent with requirements of law, the requirements of law will control and the parties shall revert to their respective positions, which would otherwise be enjoyed or occupied by the respective parties for the terms of this contract.

VIII.

The foregoing instrument in writing between the parties herein, constitutes the entire agreement between the parties relative to the funds made the basis hereof, and any other written or oral agreement with the EDC being expressly waived by CITY.

IN WITNESS WHEREOF, the parties hereto execute this agreement in duplicate originals on this _____ day of _____, 2026.

CITY OF NEW BRAUNFELS
ECONOMIC DEVELOPMENT CORPORATION

By: _____
Shane Hines, *President*

Date: _____

By: _____
Larry Hammonds, *Corporate Secretary*

Date: _____

(Signatures Continue on Following Page)

CITY OF NEW BRAUNFELS, TEXAS

By: _____
Robert Camareno, *City Manager*

Date: _____

ATTEST:

By: _____
Gayle Wilkinson, *City Secretary*

Date: _____

APPROVED AS TO FORM:

By: _____
City Attorney's Office

Date: _____

Castell Avenue Phase 1 – Coll Street Drainage Improvements



Existing 100-year storm flooding

Project Objectives:

- Combine efforts for future infrastructure needs identified for Castell Avenue and Downtown Right of Way Enhancements
- Increase downstream drainage infrastructure capacity
- Enhance pedestrian walkability, safety, and comfort

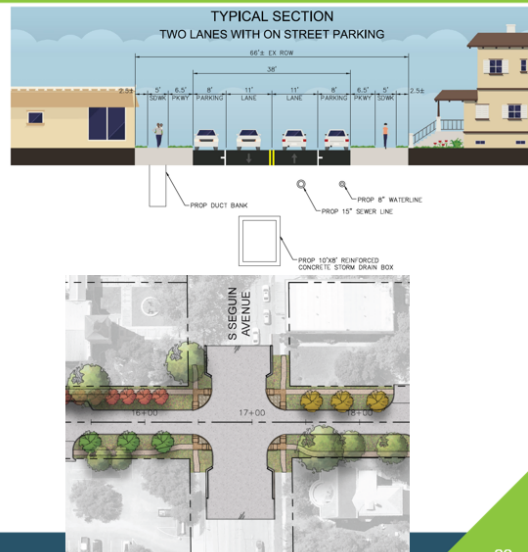
19

Castell Avenue Phase 1 – Coll Street Drainage Improvements



Proposed Improvements:

- Roadway Reconstruction
 - New curbs, bulb-outs, and pavement
- Underground Storm Drain System
- Concrete Sidewalk (both sides)
- Water & Sewer Utility Replacements (Joint Bid w/NBU)
- Enhanced Landscaping and Trees
- Underground Electric & Telecommunication Conversion



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Castell Avenue Phase 1 – Coll Street Drainage Improvements



▲ Funding

- \$649,500: Design – NBEDC
- \$7,200,000: Construction – NBEDC*
- \$2,400,000: Additional Construction Costs

- Project refinement through 100% design
- Area constraints and complexity
- Construction cost escalation
- Construction administration

▲ Schedule

- Secure funding for Construction: June 2026
- Begin Construction: Fall 2026



* Approved on 2/15/24

21

7/13/2026

Agenda Item No. D)

PRESENTER:

Jordan Matney, Deputy City Manager

SUBJECT:

Discuss and consider a joint-bid contract between the City of New Braunfels and New Braunfels Utilities, with Pesado Construction Company, Inc. for construction of the Castell Avenue Phase 1 - Coll Street Improvements along with authorization for the City Manager to execute change orders up to the contingency amount, and construction-related expenditures within the project budget.

DEPARTMENT: Transportation & Construction Services**COUNCIL DISTRICTS IMPACTED:** 5**BACKGROUND INFORMATION:**

On March 9, 2023, the New Braunfels Economic Development Corporation (NBEDC) approved funding for final design of the Castell Avenue Phase 1 - Coll Street Improvements Project.

On January 26, 2026, City Council approved the issuance of a Competitive Sealed Proposal bidding solicitation for construction of the project. Construction bidding for this project was completed April 2, 2026. Four bids were received from qualified contractors and evaluated by the joint project team. Pesado Construction Company, Inc. has been selected as the best value with a total bid of \$9,659,415.16. The construction cost includes \$8,235,832.20 for drainage, roadway, and pedestrian improvements and \$1,423,582.96 for water and wastewater improvements funded by NBU. City staff recommends an addition of \$823,583 in owner contingency for the drainage, roadway, and pedestrian improvements, bringing the total of City-funded work items to \$9,059,415.20.

The NBEDC has approved a total of \$9,600,000 for the construction phase of the project which includes the construction costs and construction administration costs.

On June 25, 2026, the NBU board approved authorization of the CEO or his Designee to negotiate and execute a construction contract between NBU and the City of New Braunfels, jointly, with Pesado Construction Company, Inc. for the Castell Avenue Phase 1 - Coll Street Improvements project.

ISSUE:

Continue an ongoing program of infrastructure, construction and maintenance.

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

The NBEDC has approved \$9,600,000 for the construction phase of this project. Staff recommended to the NBEDC the issuance of a Certificate of Obligation to support the construction of this project, which will be

considered by the City Council later this fiscal year.

RECOMMENDATION:

Staff recommends the approval of a joint-bid contract between the City of New Braunfels and New Braunfels Utilities, with Pesado Construction Company, Inc. for construction of the Castell Avenue Phase 1 - Coll Street Improvements along with authorization for the City Manager to execute change orders up to the contingency amount, and construction related expenditures within the project budget.

The NBEDC and City Council have previously voted to advance this project to final design and funding for construction of this infrastructure project:

Castell Avenue Improvement Project				
Project Phase	Approving Body	Action Date	Vote	Amount Approved
Preliminary Design & Streetscape Plan	NBEDC	August 19, 2021	7-0 approved	\$442,000
	City Council	September 13, 2021	7-0 approved	
Final Design – Phase 1 Coll Street Drainage	NBEDC	March 9, 2023	7-0 approved	\$649,500
	City Council	April 10, 2023	7-0 approved	
Construction – Phase 1 Coll Street Drainage	NBEDC	February 15, 2024	6-0 approved	\$7,200,000
	City Council	February 26, 2024	7-0 approved	
Additional Construction Costs – Phase 1 Coll Street Drainage	NBEDC	June 18, 2026	6-0 approved	\$2,400,000

7/13/2026

Agenda Item No. E)

PRESENTER:

Jordan Matney, Deputy City Manager

SUBJECT:

Discuss and consider a resolution recommended by the New Braunfels Economic Development Corporation approving a project expenditure of up to \$700,000 to the City of New Braunfels for the construction of Alamo Area Metropolitan Planning Organization Citywide Pedestrian Improvements Phase 1, pursuant to 505.152 of the Texas Local Government Code.

DEPARTMENT: Transportation & Construction Services**COUNCIL DISTRICTS IMPACTED:** 3, 5, & 6**BACKGROUND INFORMATION:**

The Citywide Pedestrian Improvements Project began as a collection of eleven project areas for consideration with the 2023 Bond. The eleven project areas were combined into a larger project that would be more competitive in the 2023 Bond project rankings while also providing for efficiencies in project execution. The project was introduced to the 2023 Bond Advisory Committee on February 7, 2022 with the other potential Transportation projects. The objective of the project is to increase pedestrian connectivity by completing sidewalk gaps and addressing ADA concerns. The City Council directed staff to complete preliminary design on projects that were prioritized and recommended by the Bond Advisory Committee, which included the Citywide Pedestrian Improvements Project. During the preliminary design process, a public meeting was held on July 28, 2022 for all Transportation projects, which included the Citywide Pedestrian Improvements Project. At this public meeting, preliminary schematics were shown to the public that included specifics about the proposed locations of the pedestrian improvements. The eleven projects included in the Citywide Pedestrian Improvements Project were:

- Christus Santa Rosa Area
- Klein Road Elementary Area
- Landa Street and Loop 337
- Oak Run Parkway
- Oak Run Parkway at Westpointe Drive Intersection
- Gruene Road - Loop 337 to Rock Street
- Gruene Road including Gruene Historic District
- Hunter Road - New Braunfels St. to FM 306
- Hinman Island Drive
- River Recreation Area - S Union Ave/W Lincoln St/E Garden St
- County Line Road and FM 725

As a way to maximize the number of projects that could be completed from the Bond Advisory Committee's recommended project list, the City identified projects that were eligible to be funded utilizing New Braunfels Economic Development Corporation (NBEDC) funds. The Citywide Pedestrian Improvements Project was included in the NBEDC Project list discussed at the November 22, 2022 and December 15, 2022 NBEDC Workshops. To fit the available NBEDC funding, the Citywide Pedestrian Improvements Project was reduced

to a Phase 1 project list that included six project areas. Final Design funding for the Citywide Pedestrian Improvements Project Phase 1 was approved by NBEDC on April 20, 2023 and by City Council on May 22, 2023. The five projects included in the Citywide Pedestrian Improvements Phase 1 Project are:

- Oak Run Parkway
- Hinman Island Drive
- Klein Elementary School Area
- Landa Street and Loop 337
- Oak Run Parkway and Westpoint Drive Intersection

In order to more fully leverage the NBEDC funding, in 2023 the City submitted five project areas from the original Citywide Pedestrian Improvements Project for an Alamo Area Metropolitan Planning Organization (AAMPO) Transportation Alternatives project call. The resolution of support for this funding submission was approved by City Council on June 12, 2023. The project was awarded funding by AAMPO. The five projects submitted in the AAMPO Citywide Pedestrian Improvements Phase 1 Project are:

- Alves Lane & Brooke Avenue
 - o Includes segment from Fisher Way to the Timmerman Park Trail
- Christus Santa Rosa Area
 - o Includes segments on E. Austin Street, N. Houston Avenue, and Lakeview Boulevard
- Hinman Island Drive
 - o Includes segments on Hinman Island Drive, N. Liberty Avenue, and E. San Antonio Street
- County Line Road & FM725
- Oak Run Parkway
 - o Includes segments between Hunters Trace and Hunters Village

The remaining projects from the Citywide Pedestrian Improvements Project Phase 1, Klein Elementary School Area, Landa Street and Loop 337, and Oak Run Parkway and Westpoint Drive Intersection, were constructed using NBEDC funding approved on May 16, 2024 by NBEDC and City Council on November 25, 2024.

The AAMPO Transportation Alternatives program only provides construction funding, so the City is responsible for the cost of final design. The NBEDC funded the final design for the AAMPO Citywide Pedestrian Improvements Phase 1 Project, which was a continuation of the design that began in 2023. The funding for the additional final design was approved by NBEDC on September 12, 2024 and City Council on November 12, 2024.

The project expenditure under consideration on this item will provide construction match funding for the construction of all five segments of the AAMPO Citywide Pedestrian Improvements Phase 1 project.

The opinion of probable construction cost for the project is \$1,744,000. AAMPO has committed 80% of the construction funding for the project, with the City responsible for the remaining 20% of construction funding and any construction cost overruns. This funding request of \$700,000 includes the City's 20% match of the construction funding, construction contingency, and construction administration services.

The project was advertised for bid on May 12, 2026 and bids were received on June 23, 2026. Staff is currently evaluating bids and waiting on TxDOT concurrence with the bids. Staff expects to award the construction contract at an upcoming City Council meeting.

Section 505.152 of the Texas Local Government Code permits the NBEDC to invest in expenditures related to open space improvements to roads and streets. The NBEDC has previously supported project expenditures for pedestrian improvements, such as those constructed and completed recently on Common Street and Union Avenue. The NBEDC held a public hearing on May 21, 2026, and approved this expenditure.

ISSUE:

Approval of a recommendation from the NBEDC to fund a project expenditure: construction of AAMPO Citywide Pedestrian Improvements Phase 1, in an amount not to exceed \$700,000.

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

The NBEDC has the available funding to support this project.

RECOMMENDATION:

Staff recommends approval of the project expenditure to fund the construction match of AAMPO Citywide Pedestrian Improvements Phase 1.

The NBEDC and City Council have previously approved phases of this project to include:

AAMPO Citywide Pedestrian Improvements – Phase 1				
Project Phase	Approving Body	Action Date	Vote	Amount Approved
Final Design – Part 1	NBEDC	April 20, 2023	5-0 approved	\$260,007
	City Council	May 22, 2023	7-0 approved	
Final Design – Part 2	NBEDC	September 12, 2024	4-0 approved	\$200,000
	City Council	November 12, 2024	7-0 approved	
Construction Match	NBEDC	May 21, 2026	4-0 approved	\$700,000

RESOLUTION 2026 – RXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS APPROVING A RECOMMENDATION OF THE NEW BRAUNFELS ECONOMIC DEVELOPMENT CORPORATION FOR A PROJECT EXPENDITURE OF UP TO \$700,000 TO THE CITY OF NEW BRAUNFELS FOR THE CONSTRUCTION OF AAMPO CITYWIDE PEDESTRIAN IMPROVEMENTS PHASE 1, PURSUANT TO SECTION 505.152 OF THE TEXAS LOCAL GOVERNMENT CODE.

WHEREAS, the New Braunfels Economic Development Corporation (NBEDC) met on February 19, 2026 and approved four strategic priority categories – workforce support, planning and infrastructure, placemaking/quality of life, and business recruitment and retention – to guide future project expenditures; and

WHEREAS, the Alamo Area Metropolitan Planning Organization (AAMPO) Citywide Pedestrian Phase 1 Improvement Project is identified as a planning an infrastructure project; and

WHEREAS, the NBEDC met on April 16, 2026, to consider a request from the City of New Braunfels to fund the construction match of AAMPO Citywide Pedestrian Improvements Phase 1; and

WHEREAS, the proposed project will increase pedestrian connectivity by completing sidewalk gaps and addressing ADA concerns at Alves Lane & Brook Avenue, Christus Santa Rosa area, Hinman Island Drive, County Line Road & FM725, and Oak Run Parkway; and

WHEREAS, the NBEDC previously funded the final design for this project on April 20, 2023; and

WHEREAS, AAMPO plans to cover 80% of the construction costs and 20% remains for the construction match funding requirement; and

WHEREAS, this project expenditure is authorized under 505.152 of the Texas Local Government Code; and

WHEREAS, the NBEDC held a public hearing on May 21, 2026, to request public comments about this project expenditure; and

WHEREAS, after discussing the item, the NBEDC voted to approve the expenditure in an amount up to \$700,000 to fund the construction match of AAMPO Citywide Pedestrian Improvements Phase 1.

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

SECTION 1: That the recommendation of the NBEDC to approve a project expenditure of \$700,000 to the City of New Braunfels for the construction match of AAMPO Citywide Pedestrian Improvements Phase 1 is hereby approved.

SECTION 2: That a contract between the NBEDC and the City of New Braunfels will be

executed to fulfill the terms and conditions of the project expenditure and the NBEDC President and Secretary are authorized to execute the document.

SECTION 3: That this resolution shall become effective from and after the date of its passage.

PASSED, ADOPTED, AND APPROVED this 22nd day of June, 2026.

CITY OF NEW BRAUNFELS

NAME, Mayor

ATTEST:

GAYLE WILKINSON, City Secretary

**CONTRACT BETWEEN
THE NEW BRAUNFELS ECONOMIC DEVELOPMENT CORPORATION
AND THE CITY OF NEW BRAUNFELS**

THE STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF COMAL §

THIS CONTRACTUAL AGREEMENT (the "Agreement") is made and entered into by and between the New Braunfels Economic Development Corporation, a Non-Profit Corporation of the State of Texas, hereinafter called "EDC", acting by and through its duly authorized officers, and the City of New Braunfels, a Texas municipal corporation, hereinafter called "CITY," acting by and through its officers:

W I T N E S S E T H:

I.

WHEREAS, Texas Local Government Code §501.054 provides the EDC with the powers of non-profit corporations incorporated under the Texas Non-Profit Corporation Act, as amended, and Section Seven of the Bylaws of the EDC allows for the President and Secretary of the EDC to execute any contract which the Board has approved and authorized to be executed; and

WHEREAS, on February 19, 2026, the EDC approved the four strategic priority categories - workforce support, planning and infrastructure, placemaking/quality of life, and business recruitment and retention - to guide future project expenditures; and

WHEREAS, the Alamo Area Metropolitan Planning Organization ("AAMPO") Citywide Pedestrian Improvement Phase 1 Project is identified as a planning and infrastructure project; and

WHEREAS, the AAMPO Citywide Pedestrian Improvement Phase 1 Project will increase pedestrian connectivity by completing sidewalk gaps and addressing concerns related to the Americans with Disabilities Act in five locations throughout the city (as detailed on Exhibit A); and

WHEREAS, the EDC previously funded the final design for this project on April 20, 2023;
and

WHEREAS, AAMPO plans to cover 80% of the construction costs and 20% remains for
the construction match funding requirement; and

WHEREAS, the construction match was presented to the EDC at the February 19, 2026,
and April 16, 2026 meetings.

II.

NOW THEREFORE, under the authority granted to the EDC by §505.152 of the Texas
Local Government Code and upon the recommendation of the EDC which occurred on May 21,
2026, the City Council of New Braunfels on June 22, 2026 with Resolution XXXXX, approved the
EDC's determination that an amount up to \$700,000 be allocated to the CITY for costs
associated with the construction match of AAMPO Citywide Pedestrian Improvements
Phase 1. Said funds shall be provided by EDC to the City under the following conditions:

- (1) Up to \$700,000 of the funds shall be allocated from sales tax funds by the EDC to
CITY to pay for the construction match of AAMPO Citywide Pedestrian
Improvements Phase 1 (as detailed on Exhibit A);
- (2) The total of \$700,000 of EDC funds shall be distributed to CITY within thirty (30)
days after receiving an invoice;
- (3) CITY shall always comply with the ordinances of City of New Braunfels and the
laws of the State of Texas; and
- (4) All funds received by CITY from EDC as herein provided shall be expended solely
for the purposes stated herein.

III.

In the performance of this contract, CITY shall not discriminate against any person
because of his/her race, color, religion, national origin, sex, disability or ancestry. Breach of this
covenant may be regarded as a material breach of the contract causing its termination.

IV.

It is expressed and understood and agreed by both parties hereto that each acts independently of each other, and neither has the authority to bind the other or to hold out to a third party that it is the authority for the other. The parties hereto understand and agree that the City shall not be liable for any claims, which may be asserted by any third party occurring in connection with the performance of the EDC.

Nothing contained herein shall be deemed or construed by the parties hereto or by any third party as creating the relationship of employer-employee, principal agent, joint ventures or any other similar such relationships, between the parties hereto.

V.

Employment of Undocumented Workers. During the term of this Agreement, CITY agrees not to knowingly employ an undocumented worker and if convicted of a violation of 8 U.S.C. Sec. 1324a(f), the CITY shall repay the amount of the Grant and any other funds received by the CITY from the EDC as of the date of such violation within sixty (60) days after the date the CITY is notified by the EDC of such violation, plus interest at the rate periodically announced by the Wall Street Journal as the prime or base commercial rate, or if the Wall Street Journal shall ever cease to exist or cease to announce a prime or base lending rate, then at the annual rate of interest from time to time announced by Citibank, N.A. (or by any other New York money center bank selected by the EDC) as its prime or base commercial lending rate, from the date of such notice until paid.

VI.

All communications between EDC and CITY shall be addressed to the President of the New Braunfels Economic Development Corporation, c/o City of New Braunfels, 550 Landa Street, New Braunfels, Texas 78130 with a copy being sent to the President of the EDC at his/her residential or business address. Any communication to the CITY shall be addressed to the City Manager, 550 Landa Street, New Braunfels, Texas 78130.

VII.

It is understood and agreed that in the event any provision of this contract is inconsistent with requirements of law, the requirements of law will control and the parties shall revert to their respective positions, which would otherwise be enjoyed or occupied by the respective parties for the terms of this contract.

VIII.

The foregoing instrument in writing between the parties herein, constitutes the entire agreement between the parties relative to the funds made the basis hereof, and any other written or oral agreement with the EDC being expressly waived by CITY.

IN WITNESS WHEREOF, the parties hereto execute this agreement in duplicate originals on this ____ day of ____, 2026.

CITY OF NEW BRAUNFELS
ECONOMIC DEVELOPMENT CORPORATION

Shane Hines, *President*

Larry Hammonds, *Secretary*

CITY OF NEW BRAUNFELS

Robert Camareno, *City Manager*

ATTEST:

Gayle Wilkinson, *City Secretary*

APPROVED AS TO FORM:

NAME, *City Attorney*

EXHIBIT A

AAMPO Citywide Pedestrian – Phase 1



▲ Project Scope

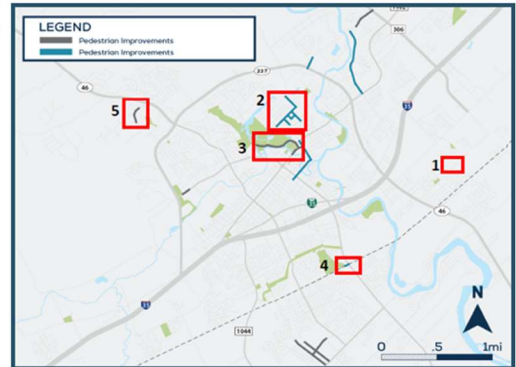
- Increase pedestrian connectivity by completing sidewalk gaps and addressing ADA concerns in 5 locations.

▲ Funding

- \$250,000: Final Design - NBEDC
- \$1,391,864: 80% Construction – AAMPO
- \$525,000: 20% Construction & Contingency
- \$170,000: Construction Administration

▲ Schedule

- Construction Let Date: June 2026
- Secure funding for 20% construction match: May 2026



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Specific Locations for Pedestrian Improvements Above

1. Alves Lane & Brook Avenue
2. Christus Santa Rosa Area
3. Hinman Island Drive
4. County Line Road & FM725
5. Oak Run Parkway

7/13/2026

Agenda Item No. F)

PRESENTER:

Jordan Matney, Deputy City Manager

SUBJECT:

Discuss and consider a contract amendment to the professional services agreement with Freese and Nichols, Inc. for Construction Administration Services for the Alamo Area Metropolitan Planning Organization Citywide Pedestrian Improvement Phase 1 Project.

DEPARTMENT: Transportation and Construction Services**COUNCIL DISTRICTS IMPACTED:** 3, 5, & 6**BACKGROUND INFORMATION:**

The Alamo Area Metropolitan Planning Organization (AAMPO) Citywide Pedestrian Improvements Phase 1 Project will increase pedestrian connectivity by completing sidewalk gaps and addressing ADA concerns for the following roadways:

- Alves Lane & Brook Avenue
- Christus Santa Rosa Area
- Hinman Island Drive
- County Line Road & FM725
- Oak Run Parkway

On November 25, 2024, City Council approved the final design contract with Freese and Nichols, Inc for \$247,593. On May 21, 2026, the New Braunfels Economic Development Corporation (NBEDC) approved additional funding in the amount of \$700,000 for the City of New Braunfels' 20% match of the construction funding, construction contingency, and construction administration services. During design, two contract amendments were executed and funded for \$29,344.50. Staff are asking for approval of Amendment 3 totaling \$168,724.50, which will fund additional survey, construction administration, and TxDOT Local Government Construction Administration. The updated contract amount with Freese and Nichols, Inc, including amendments, is \$445,662.

Project Milestones:

Contract Issued -Design Services for 5 locations	\$247,593.00
Amendment 1 - Oct. 1, 2025 for design changes	\$ 19,164.50
Amendment 2 - Jan. 23, 2026 for LG contract updates	\$ 10,180.00
Amendment 3 - Pending City Council Approval - Construction Administration	<u>\$168,724.50</u>
Total Contract	<u>\$445,662.00</u>

ISSUE:

Continue an ongoing program of infrastructure, construction, and maintenance.

STRATEGIC PLAN REFERENCE:

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

FISCAL IMPACT:

NBEDC has approved funding towards the AAMPO Citywide Pedestrian Improvement Phase 1 Project on May 21, 2026, for a total available funding of \$700,000. Therefore, there is sufficient funding from the NBEDC for this scope of work.

RECOMMENDATION:

The NBEDC unanimously approved this project expenditure at its meeting on May 21, 2026.

Staff recommends the approval of a contract amendment to the professional services agreement with Freese and Nichols for Construction Administration Services for the AAMPO Citywide Pedestrian Improvement Phase 1 Project.



City Council Agenda Item Report

550 Landa Street
New Braunfels, TX

7/13/2026

Agenda Item No. A)



City Council - Executive Session Agenda Item Report

550 Landa Street
New Braunfels, TX

7/13/2026

Agenda Item No. B)
