



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



**CITY HALL - COUNCIL CHAMBERS
550 LANDA STREET
NEW BRAUNFELS, TX**

MONDAY, MAY 20, 2024 at 4:00 PM

MISSION STATEMENT

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

AGENDA

CALL TO ORDER

CALL OF ROLL: CITY SECRETARY

INVOCATION: COUNCILMEMBER LABOWSKI

PLEDGE OF ALLEGIANCE & SALUTE TO THE TEXAS FLAG

PROCLAMATIONS

- A) Building Safety Month May 2024 [24-653](#)

PRESENTATIONS

- A) Presentation from the 2024 Youth City University [24-295](#) participants about their experience in City University and how the strategic plan will impact young residents of New Braunfels.
Youth City University Participants
- B) Presentation reviewing Communications and Community [24-695](#) Engagement activities for the first and second quarters of FY2024.
Jenna Vinson, Director of Communications and Community Engagement
- C) Presentation of Texas Municipal Human Resources [24-696](#) Association (TMHRA) Professional Awards Recipients.
Becca Miears, Human Resources Director
- D) Presentation and possible direction to amend the city [24-485](#) ordinance regarding off-site parking.
Christopher J. Looney, AICP, Director, Planning and Development Services Department

1. CONSENT

- A) Approval of the appointments to the Airport Advisory [24-529](#)
Board of Kurt Andersen-Vie to the ETJ Resident &
Aviation Experience seat with a term ending 05-31-2027
and Laura Shumaker to the City Resident & Aviation seat
with a term ending 05-31-2027.
Gayle Wilkinson, City Secretary
- B) Approval of the appointments to the Arts Commission [24-532](#)
recommended by the Greater New Braunfels Arts
Council of Elizabeth West to the unexpired seat of
05-31-2025 and Alicia Carver to a seat with an expiration
date of 05-31-2027, Madison Crowe and Candace
Southmayd to the city resident seats with unexpired
terms of May 31, 2025, and Kara Koller-Wood for the city
resident seat with a term ending 05-31-2027.
Gayle Wilkinson, City Secretary
- C) Approval of the appointments of Rachel Behnke, Renee [24-538](#)
Martinez, and Lucas Conder for 3 City/ETJ seats with
the Central Texas Technology Center Advisory Board
with terms ending May 31, 2027.
Gayle Wilkinson, City Secretary
- D) Approval of the appointments to the Construction Board [24-539](#)
of Appeals to Gregory Winters and Max Caruana for the
General Contractors seats, Alex Rodriquez to the
Alternate seat, and Lesha Blair to the Architect seat.
Gayle Wilkinson, City Secretary
- E) Approval of district 4 Councilmembers appointment of [24-549](#)
Mollie Dreibrodt to the Ethics Commission with a term
ending May 31, 2027.
Gayle Wilkinson, City Secretary
- F) Approval of the appointments of Pamela Brandt and [24-554](#)
Veronica Castillo to the two City Resident seats for the
Heritage Commission with terms ending May 31, 2027.
Gayle Wilkinson, City Secretary
- G) Approval of appointments to the Historic Landmark [24-557](#)
Commission to Thomas Tumlinson as a Historic
Property Owner, Teresa Johnson as Comal Historic
Commission representative, Nathan Feingold, Susan
Sonier, and Lynn Norvell for three At-Large seats all with

an expiration date of May 31, 2028.

Gayle Wilkinson, City Secretary

- H) Approval of the Mayoral appointments of Raymond Marquez, Sarah Dixon, and Cinderella Brown to the Housing Authority Board of Commissioners seats with terms ending May 31, 2026. [24-561](#)

Gayle Wilkinson, City Secretary

- I) Approval of the appointment of Aleta Meyer to the Watershed Advisory Committee for a term ending May 31, 2027. [24-562](#)

Gayle Wilkinson, City Secretary

- J) Approval of the Mayoral appointments of Glen Graham to the Comal County Representative seat, Libby Pender, and Kevin Webb to the City Resident seats with terms ending May 31, 2026, for the Reinvestment Zone No. 1 (TIRZ). [24-565](#)

Gayle Wilkinson, City Secretary

- K) Approval of the appointments of Chad Nolte, Nathan Manlove, and Atanacio Campos to the Tax Increment Reinvestment Zone No. 3 for the Property Owner Seats and Joe Turner to the At large seat with terms ending May 31, 2026. [24-564](#)

Gayle Wilkinson, City Secretary

2. WORKSHOP

- A) Discuss and consider the appointments to the Downtown Board of two Downtown Property/Business Owners with terms ending May 31, 2027, and one City Resident with a term ending May 31, 2027. [24-542](#)

Gayle Wilkinson, City Secretary

- B) Interview applicants and appoint 5 individuals to the Board of Adjustment for 3 At-Large seats and 2 Alternate seats with terms ending May 31, 2027. [24-536](#)

Gayle Wilkinson, City Secretary

- C) Interview applicants and appoint four (4) individuals to the New Braunfels Planning Commission for At Large seats with three terms ending May 31, 2027 and one unexpired seat ending 05-31-2026. [24-563](#)

Gayle Wilkinson, City Secretary

3. **EXECUTIVE SESSION**

In accordance with the Open Meetings Act, Texas Government Code, Ch. 551, the City Council may convene in a closed session to discuss any of the items listed on this agenda. Any final action or vote on any executive session item will be taken in open session.

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

5. **ADJOURNMENT**

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulletin board at the New Braunfels City Hall.

Gayle Wilkinson, City Secretary

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at (830) 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.



City Council - Special Agenda Item Report

550 Landa Street
New Braunfels, TX

5/20/2024

Agenda Item No. A)



Proclamation

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

WHEREAS, New Braunfels is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike, and;

WHEREAS, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians-building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry-who work year-round to ensure the safe construction of buildings, and;

WHEREAS, these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work and play, and;

WHEREAS, these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

WHEREAS, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety-our local code officials-who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

WHEREAS, "It Starts with You," The theme for Building Safety Month 2024, encourages us all to raise awareness about building safety on a personal, local and global scale.

NOW THEREFORE, be it proclaimed that I, Neal Linnartz, Mayor of the City of New Braunfels, Texas, proclaim May 2024 as

BUILDING SAFETY MONTH

in New Braunfels, Texas, and I encourage our citizens to join us as we participate in Building Safety Month activities.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of New Braunfels to be affixed this the 20th day of May 2024.

CITY OF NEW BRAUNFELS

Neal Linnartz, Mayor



City Council - Special Agenda Item Report

550 Landa Street
New Braunfels, TX

5/20/2024

Agenda Item No. A)

PRESENTER:

Youth City University Participants

SUBJECT:

Presentation from the 2024 Youth City University participants about their experience in City University and how the strategic plan will impact young residents of New Braunfels.



City Council - Special Agenda Item Report

550 Landa Street
New Braunfels, TX

5/20/2024

Agenda Item No. B)

PRESENTER:

Jenna Vinson, Director of Communications and Community Engagement

SUBJECT:

Presentation reviewing Communications and Community Engagement activities for the first and second quarters of FY2024.



City Council - Special Agenda Item Report

550 Landa Street
New Braunfels, TX

5/20/2024

Agenda Item No. C)

PRESENTER:

Becca Miers, Human Resources Director

SUBJECT:

Presentation of Texas Municipal Human Resources Association (TMHRA) Professional Awards Recipients.

City of New Braunfels Human Resources Department was honored with the Texas Municipal Resources Association (TMHRA) Human Resources Impact Award of Distinction (population 25,001 and over) on Wednesday, May 8, 2024, by her peers of the TMHRA at the annual conference in Denton, Texas. The Texas Municipal Human Resources Association mission is to grow and enhance the professional development of our dedicated and compassionate members through effective *knowledge sharing* and *relationship building*. TMHRA offers its members a unique forum where the interests, concerns, and problems affecting civil service and Human Resources professionals can be shared and discussed.

The Human Resources Impact Award of Distinction recognizes a local government HR department that has developed innovative programs and/or services to solve municipal human resources management problems and/or enhanced the organizational culture. This award recognizes long-term creative solutions, large or small in scope, that have shown an impact on the organization over the last 18 months.

City of New Braunfels HR Department is recognized for its Learning and Development programming, specifically the leadership continuum model. With 50% of voluntary separations in the organization caused by team members leaving for other organizations with better compensation/career advancement opportunities, the City has continued to focus on the development of a total rewards strategy which prioritizes career pathing, coaching, and support.

The leadership continuum currently includes the following elements:

- Ongoing HR Trainings – HR’s Learning Management System (LMS), Thinkific, Texas Municipal League (TML) in-person trainings, and other opportunities offered through HR as well as departmental sponsored training.
- NB Connect Program – Opportunity to learn more about the City’s departments and their daily operations through a year-long shadowing and relationship-building program
- Reaching Internal Service Excellence (R.I.S.E.) Supervisor and Administrative Professionals Training – Online trainings provided on City of New Braunfels processes and policies to assist team members in their daily work, such as timekeeping, performance management, budgeting, purchasing, and more.
- Learning Effectively, Achieving Progress (L.E.A.P.) program – In-person, soft skills leadership development focused on topics such as communication, conflict resolution, managing a team, time management, and more.

- New Braunfels Leadership Academy (NBLA) – Eight month in-person leadership discovery program to dig into self-awareness and your personal/professional leadership journey
- Servant Leadership Summit – Program designed specifically for Fire and Police leadership to discuss and apply the most relevant and powerful servant leadership practices, with focused case study discussions with their peers.

The department has prioritized enhancing current initiatives as well as adding new, innovative, and needed development paths for various team members for both traditional and non-traditional moves. Focus was placed on how we could better develop and challenge our City team at all levels in the organization to maintain job satisfaction and engagement. We connect annually with each department to understand their various needs and training focuses to partner together successfully.

5/20/2024

Agenda Item No. D)

PRESENTER:

Christopher J. Looney, AICP, Director, Planning and Development Services Department

SUBJECT:

Presentation and possible direction to amend the city ordinance regarding off-site parking.

DEPARTMENT: Planning & Development Services

COUNCIL DISTRICTS IMPACTED: All

BACKGROUND INFORMATION:

The Planning and Development Services Department is reviewing the standards outlined in Section 144-5.1-1 (i)(2) regarding off-site parking:

(i)(2) The nearest edge of the closest parking space of the off-site parking is no further than 800 feet from the lot or parcel of the premise using the off-site parking (subject property)

This section allows on-site parking minimums to be met by sharing excess parking with an off-site neighbor. The above subsection outlines the distance standard for this allowance.

ISSUE:

The Strategic Plan and Envision New Braunfels reflect our residents' desires that the City promote pedestrian-oriented development and achieve more walkable commercial areas. Parking facilities are an important part of the transportation network. To achieve both plans' goals, the requirement of no further than 800 feet of separation from the location of off-site parking to the subject property should be reconsidered. A typical pedestrian walkable distance, or pedestrian ("ped") shed, has been defined and documented by numerous urban planning and design experts as the distance that can be covered in five minutes at a normal walking pace, typically one-quarter mile or 1,320 feet, inclement weather impacts/climate notwithstanding. An increase in the allowed distance of separation will support commercial developments to better meet required parking minimums by allowing off-site parking spaces to be located at a more acceptable walking distance from the subject property.

Additionally, it is recommended that measurement of the allowed separation distance be taken along a straight line or "as the crow flies" rather than along the pedestrian route which can be an ineffective method of calculation. Pedestrian routes can change over time.

COMPREHENSIVE PLAN REFERENCE:

The following Envision New Braunfels' goals would be supported by this ordinance amendment:

- **Action 3.6:** Proactively provide a regulatory environment that remains business and resident friendly.
- **Action 3.22:** Encourage venues within walking distance of neighborhoods and schools.
- **Action 3.23:** Revise local ordinances so that they do not inadvertently inhibit development of venues in close proximity to neighborhoods and schools.
- **Action 7.7:** Ensure that local development codes which require sidewalks, trails, lanes or paths include

healthy living, safety, and vehicular congestion relief as an intent.

- **Action 7.8:** Enhance pedestrian quality of the City by limiting the realm of the automobile.
- **Action 7.36:** Address parking deficiencies by encouraging other modes of access.

STRATEGIC PLAN REFERENCE:

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

Enhanced Connectivity, Objective 1: Identify and establish planning, capital, and operating funding to support and maintain a well-connected transportation network serving pedestrians, bicyclists, transit users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

Enhanced Connectivity, Objective 3: Implement improved local and regional public transportation services to connect the community to employment, education, healthcare, recreational and other destinations.

Community Well-Being, Objective 5: Look for opportunities to reconnect the community by mitigating highways, waterways and other transportation facilities that create barriers to community connectivity.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval. If City Council directs staff to move forward, the team will research best practices and consider all factors, including climate, to provide a data-driven recommendation. As this requirement currently resides in the Zoning Ordinance, an amendment would first require a public hearing and recommendation by the Planning Commission before a first reading of the ordinance by City Council.

5/20/2024

Agenda Item No. A)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of the appointments to the Airport Advisory Board of Kurt Andersen-Vie to the ETJ Resident & Aviation Experience seat with a term ending 05-31-2027 and Laura Shumaker to the City Resident & Aviation seat with a term ending 05-31-2027.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

The Airport Advisory Board is comprised of five regular members who shall be resident citizens of the city and shall be appointed by a majority of the city council for three-year staggered terms. Two regular members shall reside in the city or its extra-territorial jurisdiction of the city, shall have aviation-related experience and shall be appointed for a three-year term. The City Secretary's Office accepted applications from February 1, 2024, until March 31, 2024 and received 5 applications. The Ad Hoc Committee met to review applications and recommends Kurt Andersen-Vie to the ETJ Resident & Aviation Experience seat with a term ending 05-31-2027 and Laura Shumaker to the City Resident & Aviation seat with a term ending 05-31-2027

ISSUE:

Appointments to the Airport Advisory Board require Council approval.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends approval of two individuals to the Airport Advisory Board with terms ending 05-31-2027.

5/20/2024

Agenda Item No. B)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of the appointments to the Arts Commission recommended by the Greater New Braunfels Arts Council of Elizabeth West to the unexpired seat of 05-31-2025 and Alicia Carver to a seat with an expiration date of 05-31-2027, Madison Crowe and Candace Southmayd to the city resident seats with unexpired terms of May 31, 2025, and Kara Koller-Wood for the city resident seat with a term ending 05-31-2027.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

The City of New Braunfels Arts Commission serves in an advisory capacity to the City Council on matters relating to the arts, events, and projects to benefit the residents. Recommends use of funding to benefit the local arts activity, project, or organization.

Composed of seven citizens of the city who are interested in arts such as theatre, music, dance, painting sculpture and similar activities, which shall not include any current paid employees or board members of any organization that requests funding from the New Braunfels Arts Commission. Such commission shall consist of seven members, no more than three of whom shall be chosen from a list of names submitted by the Greater New Braunfels Arts Council, with appointments being made by the city council so that the term of each member of such commission shall be for three years, staggered so that no more than three members shall be appointed each year. The City Secretary's Office accepted applications from February 1, 2024, until March 31, 2024, and received a total of 8 applications. The Ad Hoc Committee recommends the approval of the appointments to the Arts Commission recommended by the Greater New Braunfels Arts Council of Elizabeth West to the unexpired seat of 05-31-2025 and Alicia Carver to a seat with an expiration date of 05-31-2027, Madison Crowe and Candace Southmayd to the city resident seats with unexpired terms of May 31, 2025, and Kara Koller-Wood for the city resident seat with a term ending 05-31-2027.

ISSUE:

Appointment to the Arts Commission require Council approval.

FISCAL IMPACT:

No fiscal impact.

RECOMMENDATION:

Staff recommends the appointment of five individuals to the Arts Commission.

5/20/2024

Agenda Item No. C)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of the appointments of Rachel Behnke, Renee Martinez, and Lucas Conder for 3 City/ETJ seats with the Central Texas Technology Center Advisory Board with terms ending May 31, 2027.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

The City of New Braunfels in partnership with the City of Seguin established the Central Texas Technology Center Board (CTTC) to assist in the administration of the CTTC and its programs. The CTTC Board is charged with the responsibility of oversight for the CTTC and with keeping both City Council's informed.

The board has a total of 10 members, five appointed from New Braunfels and five appointed from Seguin. The requirements are as follows: 1 4B Board member, 1 New Braunfels Chamber of Commerce representative, 1 New Braunfels Independent School District representative, 1 Comal Independent School District representative, and 1 City of New Braunfels resident. The City Secretary's Office accepted applications from February 1, 2024, through March 31, 2024, and received a total of 4 applications. The Ad Hoc Committee met to review the applications and recommends the appointments of Rachel Behnke, Renee Martinez, and Lucas Conder for 3 City/ETJ seats with the Central Texas Technology Center Advisory Board with terms ending May 31, 2027.

ISSUE:

Central Texas Technology Center Advisory Board appointments require City Council approval.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends the approval of the appointments for 3 City/ETJ seats with terms ending May 31, 2027.

5/20/2024

Agenda Item No. D)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of the appointments to the Construction Board of Appeals to Gregory Winters and Max Caruana for the General Contractors seats, Alex Rodriguez to the Alternate seat, and Lesha Blair to the Architect seat.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

Hears appeals of decisions made by the Building Official regarding the City's Building regulations.

The construction board of appeals shall consist of seven individuals, one from each of the following professions or disciplines:(1)A registered design professional with architectural experience or a builder or superintendent of building construction.(2)A registered design professional with engineering experience.(3)A registered mechanical contractor.(4)A registered electrical contractor.(5)A registered plumbing contractor.(6)Two registered general contractors.(7)Or, the city council may appoint one person who is an attorney or a citizen of the city, in lieu of any of the previously listed qualified persons.(8)Or, the council may appoint an interim board with the persons of qualification determined by the council. The City Secretary's Office received applications from February 1, 2024, to March 31, 2024, and received 5 applications. The Ad Hoc Committee recommends the appointments to the Construction Board of Appeals to Gregory Winters and Max Caruana for the General Contractors seats, Alex Rodriguez to the Alternate seat, and Lesha Blair to the Architect seat.

ISSUE:

The Appointments of the Construction Board of Appeals require Council Approval.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends the appointment of 4 individuals to the Construction Board of Appeals.

5/20/2024

Agenda Item No. E)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of district 4 Councilmembers appointment of Mollie Dreibrodt to the Ethics Commission with a term ending May 31, 2027.

DEPARTMENT: City Secretary

COUNCIL DISTRICTS IMPACTED: All districts

BACKGROUND INFORMATION:

The Ethics Commission shall have jurisdiction of complaints involving the city council, city officers and city employees appointed by the City Council. The City Manager shall have jurisdiction of complaints involving city employees other than those employees appointed by the city council.

The Ethics Commission consists of seven members, all of whom must reside within the corporate limits of the city. Each member of the city council will appoint a member to the commission after taking office and that individual's term in office will run concurrent with the term of the city councilmember who made the appointment. Members of the commission may not hold or be a candidate for any city elected or appointed office at the time of their service on the commission. District 4 Councilmember appointed Mollie Dreibrodt to the district 4.

FISCAL IMPACT:

No fiscal impact.

RECOMMENDATION:

Staff recommends approval of a member to the Ethics Commission with a term ending 05-31-2027.

5/20/2024

Agenda Item No. F)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of the appointments of Pamela Brandt and Veronica Castillo to the two City Resident seats for the Heritage Commission with terms ending May 31, 2027.

DEPARTMENT: City Secretary

COUNCIL DISTRICTS IMPACTED: All districts

BACKGROUND INFORMATION:

The Heritage Commission acts in an advisory capacity on matters relating to heritage and historic preservation activities, events and projects that will benefit the citizens of the City and advises the City Council on uses of funding available from private and/or public sources that will benefit any local heritage activity, project, or organization and annual HOT funding.

The Commission shall be composed of seven citizens of the city who are interested in historic preservation and heritage activities, which shall not include any current paid employees or board members of any organization that requests funding from the New Braunfels Heritage Commission. The City Secretary's Office accepted applications from February 1, 2024 through March 31, 2024 and received 5 applications. The Ad Hoc Committee met to review applications and recommends Pamela Brandt and Veronica Castillo to the two City Resident seats for the Heritage Commission with terms ending May 31, 2027.

ISSUE:

Appointments to the Heritage Commission require Council approval.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends approval of two applicants for City Residents with terms expiring May 31, 2027.

5/20/2024

Agenda Item No. G)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of appointments to the Historic Landmark Commission to Thomas Tumlinson as a Historic Property Owner, Teresa Johnson as Comal Historic Commission representative, Nathan Feingold, Susan Sonier, and Lynn Norvell for three At-Large seats all with an expiration date of May 31, 2028.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

The Historic Landmark Commission recommends to City Council policies to protect, enhance, and perpetuate landmarks or districts of historical and cultural importance and promote economic prosperity and welfare and encourage stabilization, restoration, and improvements of such properties.

The commission shall consist of nine members who will serve four (4) year terms. A minimum of six members shall be residents of the city and/or Comal County, or Guadalupe County in the city extraterritorial jurisdiction. The members are appointed, to the extent available in the community, by the city council as follows:(1)One person from the Comal County Historical Commission;(2)Two property owners from any historic district;(3) Six members-at-large. In addition to the nine appointed members the following persons, or their designated representatives, shall serve as ex officio members: The City Attorney of the City and the Planning Director of the City. The City Secretary's Office accepted applications from February 1, 2024, through March 31, 2024, and received 9 applications. The Ad Hoc Committee is recommending the appointments of Thomas Tumlinson as a Historic Property Owner, Teresa Johnson as Comal Historic Commission representative, Nathan Feingold, Susan Sonier, and Lynn Norvell for three At-Large seats all with an expiration date of May 31, 2028.

ISSUE:

Appointments to the Historic Landmark Commission require Council approval.

FISCAL IMPACT:

No fiscal impact.

RECOMMENDATION:

Staff recommends the approval of five applicants to the Historic Landmark Commission for terms ending May

31, 2028.

5/20/2024

Agenda Item No. H)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of the Mayoral appointments of Raymond Marquez, Sarah Dixon, and Cinderella Brown to the Housing Authority Board of Commissioners seats with terms ending May 31, 2026.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

The Housing Authority Board of Commissioners acts to provide safe, decent, and sanitary housing for families of low-income in the City of New Braunfels.

The Housing Authority Board of Commissioners is comprised of 5 city residents, one of which is a tenant of a public housing project over which the authority has jurisdiction or who is a recipient of housing assistance administered through the authority's housing choice voucher program or project-based rental assistance program. Each member serves a two-year term. The City Secretary's Office received application from February 1, 2024, to March 31, 2024, and received 4 applications. The Mayor has appointed Raymond Marquez, Sarah Dixon, and Cinderella Brown to the Housing Authority Board of Commissioners seats with terms ending May 31, 2026.

ISSUE:

The Housing Authority appointments are mayor appointed and council approved.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends the approval of three individuals to the Housing Authority Board of Commissioners with terms ending May 31, 2026.

5/20/2024

Agenda Item No. 1)

PRESENTER:

Gaye Wilkinson, City Secretary

SUBJECT:

Approval of the appointment of Aleta Meyer to the Watershed Advisory Committee for a term ending May 31, 2027.

DEPARTMENT: City Secretary

COUNCIL DISTRICTS IMPACTED: All districts

BACKGROUND INFORMATION:

The Watershed Advisory Committee shall review information and material with regard to stormwater, water, and watershed issues and make recommendations to the City Council concerning the same.

The Committee shall consist of the following representatives from within the City limits or the City's Extraterritorial Jurisdiction (ETJ) : one (1) engineer; one (1) developer; one (1) landscape planner, architect or arborist; one (1) member representing the business community; one (1) member representing biological or environmental interests; two (2) citizens -at large; and two (2) representatives from different home owner associations. ETJ membership on the committee shall be limited to three total members. All members will serve a three-year term. The City Secretary's Office accepted applications from February 1, 2024, to March 31, 2024, with 3 applications received. The Ad Hoc Committee is recommending Aleta Meyer to the Watershed Advisory Committee for a term ending May 31, 2027.

ISSUE:

Appointments to the Watershed Advisory Committee require Council approval.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends appointment of one individual to the Watershed Advisory Committee with a term ending May 31-2027.

5/20/2024

Agenda Item No. J)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of the Mayoral appointments of Glen Graham to the Comal County Representative seat, Libby Pender, and Kevin Webb to the City Resident seats with terms ending May 31, 2026, for the Reinvestment Zone No. 1 (TIRZ).

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

The Reinvestment Zone No. 1 - Creekside TIRZ Board makes recommendations to Council concerning the administration of the Zone, prepares and adopts a project plan and reinvestment financing plan for the Zone and implements project plan and financing plan with power to employ consultants, subject to Council approval. This board also serves as the New Braunfels Development Authority as needed.

This board shall consist of seven members. Positions One through Five on the Board of Directors shall be reserved for the City. Positions Six and Seven shall be reserved for other taxing units levying taxes within the Zone, each of whom may appoint one director. Any other taxing unit that appoints a director shall be assigned a Board position number in the order the City receives the appointment. If more than two taxing units (other than the City) levying taxes within the Zone appoint a director, the number of directors on the Board of Directors shall be increased by one for each taxing unit (other than the City) above two that appoints a director to the board; provided, if more than four taxing units (other than the City) levying taxes within the Zone appoint a director, the number of directors on the Board of Directors shall be increased by two for each taxing unit above four that appoints a director to the board, provided, further, that the maximum number of directors shall not exceed fifteen (15). The City Secretary's Office accepted applications from February 1, 2024, through March 31, 2024, and received 3 applications. The Mayor has approved the applications for Glen Graham to the Comal ISD representative seat, Kevin Webb to the Comal County representative seat and Libby Pender to the City Resident seat with terms ending May 31, 2026.

ISSUE:

The Reinvestment Zone No. 1 - Creekside TIRZ Board members are selected by the Mayor and confirmed by City Council.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends the appointment of 3 individuals to the Reinvestment Zone No.1 board with terms ending May 31, 2026.

5/20/2024

Agenda Item No. K)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Approval of the appointments of Chad Nolte, Nathan Manlove, and Atanacio Campos to the Tax Increment Reinvestment Zone No. 3 for the Property Owner Seats and Joe Turner to the At large seat with terms ending May 31, 2026.

DEPARTMENT: City Secretary

COUNCIL DISTRICTS IMPACTED: All Districts

BACKGROUND INFORMATION:

The duties of the TIRZ No. 3 Board will include making recommendations to the City Council concerning the administration, management, and operation of the Zone. The Board shall perform all duties imposed upon by Chapter 311 of the Texas Tax Code and all other applicable laws.

New Braunfels Tax Reinvestment Zone #3 Board shall consist of seven members. Five of these members shall be individuals owning property within the zone and two shall be at-large residents residing in Comal or adjacent counties. The City Secretary's Office received applications from February 1, 2024, to March 31, 2024, and received 4 applicants. The Ad Hoc Committee recommends the appointments of Chad Nolte, Nathan Manlove, and Atanacio Campos to the Tax Increment Reinvestment Zone No. 3 for the Property Owner Seats and Joe Turner to the At large seat with terms ending May 31, 2026.

STRATEGIC PLAN REFERENCE:

Choose an item.

[Enter Objectives/Performance Measures Supported]

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends approval of four (4) individuals to the TIRZ #3 with terms ending May 31, 2026.

5/20/2024

Agenda Item No. A)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Discuss and consider the appointments to the Downtown Board of two Downtown Property/Business Owners with terms ending May 31, 2027, and one City Resident with a term ending May 31, 2027.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

Acts in an advisory capacity to the City Council regarding the administration of the Downtown Implementation Plan.

Four (4) members from the following with a maximum of one (1) designated representative per entity: Comal County, Schlitterbahn Water Park, New Braunfels Chamber of Commerce Board, New Braunfels Convention and Visitors Bureau Board, Downtown Association (DTA), Historic Landmark Commission (HLC), Planning Commission, New Braunfels Industrial Development Corporation (4B Board), New Braunfels Economic Development Foundation Board, Main Street Partners, or any recognized arts and heritage organization, five (5) Downtown property owners or representatives, or business owners or representatives (Downtown New Braunfels shall be defined as the area depicted in Exhibit A), or residents of the Downtown Residential Area (Exhibit B). No more than one member shall represent a single business, and two (2) members at large who reside within the New Braunfels city limits. The City Secretary's Office received applications from February 1, 2024, to March 31, 2024, and received 6 applications. The Ad Hoc Committee met and are recommending the following for consideration to fill two Downtown Property/Business Owners with terms ending May 31, 2027, and one City Resident seat with a term ending May 31, 2027:

- Matt Gandrud - City Resident - Property/Business Owner
- Angie Martinez - City Resident - Property/Business Owner
- Jenny Wilson - City Resident
- Carol Johnson - City Resident - Property/Business Owner

ISSUE:

Appointments to the Downtown Board require Council approval.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends the approval of three individuals to the Downtown Board.

5/20/2024

Agenda Item No. B)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Interview applicants and appoint 5 individuals to the Board of Adjustment for 3 At-Large seats and 2 Alternate seats with terms ending May 31, 2027.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

The Board of Adjustment shall render disinterested and diligent service to the public in the interpretation and public needs and necessities in the development of the City of New Braunfels. It shall have the power to hear and decide appeals to the Zoning Ordinance; hear and decide special exceptions to the Zoning Ordinance and in specific cases allow for a variance to the terms of the Zoning Ordinance.

The Board of Adjustment consists of five members to be appointed by the City Council. Such members shall serve for two-year staggered terms. The City Council shall also appoint four alternate members of the zoning board of adjustment, any of which shall serve in the absence of one of the regular members when requested to do so by the City Manager or his designee. The alternate members shall serve for two-year staggered terms. The City Secretary's Office accepted applications from February 1, 2024, through March 31, 2024, and received 8 applications. The Ad Hoc Committee met to review applications and recommended the following applicants for interviews for 3 At Large and 2 Alternate positions expiring 5/31/2026:

Brandon Mund - Incumbent At-Large**Bobby Avary, Jr. - Incumbent At-Large****Steve Quidley - Incumbent At-Large****Andrea Ranft****Adam Schneider****ISSUE:**

Appointments to the Board of Adjustment require Council Approval.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends interviewing applicants and appointing 3 At Large and 2 Alternate positions.

5/20/2024

Agenda Item No. C)

PRESENTER:

Gayle Wilkinson, City Secretary

SUBJECT:

Interview applicants and appoint four (4) individuals to the New Braunfels Planning Commission for At Large seats with three terms ending May 31, 2027 and one unexpired seat ending 05-31-2026.

DEPARTMENT: City Secretary**COUNCIL DISTRICTS IMPACTED:** All districts**BACKGROUND INFORMATION:**

The Planning Commission reviews and recommends for the adoption of the City's master plan; recommends ordinances for platting and zoning and other duties as prescribed by the City Council or state law. Members of the Planning Commission also serve as the Roadway Impact Fee Advisory Committee and New Braunfels Water and Wastewater Impact Fee Advisory Committee.

The Planning Commission consists of nine (9) members, of which at least seven (7) members shall be citizens of the City of New Braunfels and of which not more than two (2) members may live in the Extraterritorial Jurisdiction of the City of New Braunfels. Each member serves a three-year term. The City Secretary's Office accepted applications from February 1, 2024, to March 31, 2024, and received 10 applications. The Ad Hoc Committee is recommending Council interview the following individuals for three (3) terms expiring May 31, 2027 and one (1) unexpired term ending May 31, 2026:

- **Vicky Rudy**
- **Stanley Laskowski**
- **Randall Allsup**
- **Chase Taylor**
- **Jessica Schaefer**

ISSUE:

Appointments to the Planning Commission require Council approval.

FISCAL IMPACT:

No Fiscal Impact.

RECOMMENDATION:

Staff recommends interviewing and the appointment of four (4) individuals to the Planning Commission with terms ending May 31, 2027 and one unexpired term ending May 31, 2026.