



**CITY OF NEW BRAUNFELS, TEXAS
PARKS AND RECREATION ADVISORY BOARD
MEETING
CITY HALL - COUNCIL CHAMBERS
550 LANDA ST**



TUESDAY, FEBRUARY 13, 2024 at 6:00 PM

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- A) Discuss and consider approval of the December 12, [23-1711](#)
2023 Minutes of the Parks and Recreation Advisory
Board.

4. RECOGNITIONS/ANNOUNCEMENTS

- A) February Recognitions and Announcements [23-1712](#)

5. CITIZENS' COMMUNICATIONS

This time is for citizens to address the Park and Recreation Advisory Board on issues and items of concerns not on this agenda. There will be no Board action at this time.

6. PRESENTATIONS

- A) Presentation on Potential Parkland Acquisition [24-202](#)
B) February Park Project Updates [23-1714](#)

7. DISCUSSION AND ACTION

- A) Presentation and possible direction to staff regarding the [24-209](#)
implementation of parking and picnic fees in the River
Acres and Cypress Bend Park areas.
- B) Discuss and Consider Proposal for Ordinance Revision [24-208](#)
to Add Weekend and Holiday Hours to City Tube Chute
Park.
- C) Discussion and possible action to update Cemetery [23-1715](#)
Committee Bylaw Article I, Section B. Membership
- D) Approval of the appointment of Cynthia Foster for the city [24-196](#)
resident position for the Cemetery Committee with term
ending 11-30- 2026 and Jillian Bliss for the unexpired
term ending November 30, 2024.

- E) Discussion and possible action to change the March [24-212](#) 2024 meeting date.

8. **ADJOURNMENT**

CERTIFICATION

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

Board Liaison

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



Parks and Recreation Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

2/13/2024

Agenda Item No. A)

PRESENTER:

Chad Donegan, Director

SUBJECT:

Discuss and consider approval of the December 12, 2023 Minutes of the Parks and Recreation Advisory Board.

DISCUSSION:

N/A

RECOMMENDATION:

N/A

**CITY OF NEW BRAUNFELS PARKS & RECREATION ADVISORY BOARD
REGULAR MEETING MINUTES
CITY HALL
550 Landa St**

Tuesday, December 12, 2023, at 6:00PM

CALL TO ORDER

Joe Turner called the meeting to order at 6:01 pm.

ROLL CALL

Board members present: Joe Turner, Katie Rae Preston, Jason Vreeland, Amber Brown, Joyce Compton, Courtney Lyons-Garcia

Board members absent: Tom Blagg

Staff members present: Chad Donegan, Director; Jeff Bransford, Park Development Manager; Shannon Jackson, Parks Analyst; Stephanie Chelar, Recreation Center Manager

APPROVAL OF MINUTES

Consider approving the minutes of regular meeting of Nov 14, 2023.

Jason Vreeland made a motion to approve the minutes; Katie Rae Preston seconded the motion which passed unanimously.

RECOGNITIONS

Welcome to the new board members, Joyce Compton and Courtney Lyons-Garcia.

Second round of interviews have been completed for the Assistant Director position.

Downtown Tree Lighting - Park Foundation raised \$1,260. 126 photos with Santa Panther Canyon Rim Trail Ribbon Cutting held Dec 2nd.

Upcoming Events:

Elf– Dec 15th at Fischer Park

Polar Express in the Park - Dec 16th 6pm Landa Park Dance Slab

CITIZENS' COMMUNICATIONS

- None

PRESENTATIONS

A. Comal River Improvements Plan Update

- Scott McClelland, Assistant Director of Transportation and Capital Improvements provided an overview of the projects that TCI is working on. 10/45 projects are for Parks.
- Comal River Improvements final recommendations finalized during the summer. The Tube Chute Park is awaiting funding to continue development. Last Tubers Exit is funded through final design through EDC. Currently at 90% design, looking to bid project in spring and anticipate start in fall 2024. Four-month construction expected. Army Corp permitting received, awaiting City permitting.

B. 2023 Summer River Season Update

- Amy Niles presented the end of season report for the summer. Lowest flows in the last 30 years, still had very high visitation numbers. Highest collection of parking revenue to date. Re-education on the disposable container ban needed. Low flow brought new challenges to staff each weekend.
- Parking is the #1 source of revenue for the river fund, \$571,110. River Management Fee collections were \$509, 938. 22% collected by City, 78% collected by outfitters.
- Dos Rios Watershed Clean Up - 288 participants.
- Amy discussed the potential combining of the River Advisory Committee and the Watershed Advisory Committees as the City Departments have merged.

C. Update on Parks and Recreation System Master Plan

- Jeff Bransford gave an overview of what the strategic master plan means for the Parks Department.
- The plan will establish short-mid- and long-term strategies, balance growth, upkeep and limited resources, and prepare New Braunfels Parks to be the best system in the US.
- Scope: Data Collection, Community Profile and Engagement, System Analysis, Plan Development

DISCUSSION AND ACTION

- A. Discuss and Consider Adding Pickleball Striping at the Prince Solms Tennis Courts.
 - a. No board action at this time. Second data gathering date will be in the spring and then a public meeting will be brought up for tennis and pickleball players to discuss shared usage at Prince Solms Park.
 - b. Resident Input:
 - i. Pickleball players will take over the court and cause issues with tennis players. Courts are needed to be on the master plans to be in the right places.
- B. Discussion and possible action to update Cemetery Committee Bylaw Article I, Section B. Membership
 - a. The board would like the cemetery committee to revisit this item with the suggestion to remove the requirement of having family members interred at the historic cemeteries for membership in the committee.
 - b. No action at this time.

AGENDA ITEMS FOR NEXT MEETING

ADJOURNMENT

The meeting was adjourned at 7:23 pm.

Approved on February 13, 2024, by:

Joe Turner, Chair

Chad Donegan, Director

Member	Current Term	Regular & Special Meetings Held 12/23-12/24	Attended	Missed
Joe Turner	10/16/18 – 11/30/24	1	1	0
Tom Blagg	10/16/18 – 11/30/25	1	0	1
Katie Rae Preston	10/20/20 – 11/30/26	1	1	0
Jason Vreeland	10/20/20 – 11/30/26	1	1	0
Amber Brown	12/1/21 – 11/30/24	1	1	0
Joyce Compton	12/1/23-11/30/26	1	1	0
Courtney Lyons-Garcia	12/1/23-11/30/26	1	1	0

2/13/2024

Agenda Item No. A)

PRESENTER:

Chad Donegan, Director

SUBJECT:

February Recognitions and Announcements

DISCUSSION:

Since the last meeting, Geronimo Aguirre has been selected as the new Assistant Director and Stephanie Chelar, current Das Rec Manager, has been promoted to Recreation Services Manager.

Mayor Linnartz received a \$50,000 donation for the City from the new Sonora Bank location on Hwy 46. He has kindly passed the donation along to the Parks and Recreation Department. The money will be utilized to purchase 18 new concrete picnic tables for Landa Park to replace wooden tables along Landa Lake.

On February 10th, Das Rec lifeguards, Charlotte Anderson, Brandon Castilla, and Chris Mcanich will be honored with the *Fire Chiefs Award* at the New Braunfels Fire Department Awards Banquet.

Upcoming Events:

- Daddy Daughter Dance - Feb 16th and 17th
- TRAPS Institute (Galveston) - Feb 27-March 1
- Fischer Park Dog Rodeo - March 2

RECOMMENDATION:

N/A



Parks and Recreation Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

2/13/2024

Agenda Item No. A)

PRESENTER:

Jordan Matney, Deputy City Manager

SUBJECT:

Presentation on Potential Parkland Acquisition

DISCUSSION:

Deputy City Manager, Jordan Matney, will give a presentation on a potential parkland acquisition.

RECOMMENDATION:

N/A

2/13/2024

Agenda Item No. B)

PRESENTER:

Jeff Bransford, Park Development Manager

SUBJECT:

February Park Project Updates

DISCUSSION:**1. Mission Hill Park (Phase 2)**

- Description: Deliver additional site improvements based on Master Plan and 30% Design, including observation tower, meeting space, elevated walkway, trails, additional parking, and other amenities.
- Phase: Final Design (Design Build delivery method)
- Status: TF Harper awarded contract January 22. Final design to be conducted Spring/Summer 2024.
- Target Completion: Fall 2025

2. Zipp Family Sports Park (Phase 1)

- Description: Construct Phase 1 improvements, including four baseball fields, four softball fields, four convertible soccer fields, parking, and maintenance building.
- Phase: Construction
- Status: In progress
- Target Completion: Spring 2025

3. Field of Graves Memorial

- Description: Construct memorial garden with memorial, landscaping, seating, and interpretive signage to memorialize early German settlers.

-
- Phase: Design
 - Status: Archeological assessment underway; field work scheduled February 15-16, weather permitting. Design process will continue in Spring 2024 based on the outcomes of the archeological assessment.
 - Target Completion: TBD, pending final design and project funding.

4. Alligator Creek Trail (West Segment)

- Description: Construct 1.1 miles of hard surface trail, connecting to Goodwin Lane and Oak Creek Estates neighborhoods. This segment is part of the larger Alligator Creek corridor and is coordinated with the Great Springs Project.
- Phase: Final Design
- Status: 100% plans are complete. Preparing for solicitation.
- Target Completion: Summer 2024

5. Alligator Creek Trail (East Segment)

- Description: Develop a hard surface trail system east of I-35 along Alligator Creek within City, TxDOT, and private property. The corridor is envisioned to connect Timmerman Park, Resolute Hospital, and the Creekside area.
- Phase: Preliminary Design
- Status: Ongoing coordination with TxDOT and adjacent landowners.
- Target Completion: TBD, pending final design and project funding.

6. Dry Comal Creek Trail (Segment 1)

- Description: Develop Segment 1, connecting Landa Park to Walnut Avenue. This segment is part of the larger Dry Comal Trail corridor and is coordinated with the Great Springs Project.
- Phase: Final Design / Acquisition
- Status: Land acquisition ongoing
- Target Completion: Fall 2025

7. Dry Comal Creek Trail (Segments 2 & 3)

- Description: Develop Segment 2, connecting Walnut Avenue to Loop 337; and, develop Segment 3, connecting Loop 337 to Altgelt Lane. This segment is part of the larger Dry Comal Trail corridor and is coordinated with the Great Springs Project.
- Phase: Preliminary Design
- Status: Right of entry coordination underway. Preliminary design expected to be complete Summer/Fall 2024.
- Target Completion: TBD, pending final design and project funding.

8. Landa Lake Dam and Spillway Improvements

- Description: Improve dam and spillway to address hydraulic inadequacies identified by the Texas Commission on Environmental Quality (TCEQ).
- Phase: Final design
- Status: 90% plan development underway. EDC considers construction funding in Spring.
- Target Completion: Spring 2025

9. Last Tubers Exit Improvements

- Description: Perform safety and accessibility improvements including a new underwater platform and accessibility accommodations.
- Phase: Final design
- Status: 90% plan development underway. EDC considers construction funding in Spring.
- Target Completion: Spring 2025

10. Park and Recreation System Master Plan

- Description: Conduct update to the 2017 Parks and Recreation Strategic Master Plan. The plan will identify community needs as well as prioritize capital and operational improvements.

-
- Phase: Solicitation
 - Status: Consultant interviews expected in late February. Contract award expected in April.
 - Target Completion: Fall 2025

RECOMMENDATION:

N/A

Parks and Recreation Advisory Board Agenda Item Report

550 Landa Street
New Braunfels, TX

2/13/2024

Agenda Item No. A)

PRESENTER:

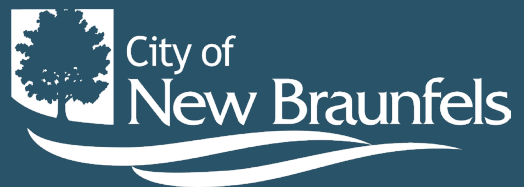
Jordan Matney, Deputy City Manager

SUBJECT:

Presentation and possible direction to staff regarding the implementation of parking and picnic fees in the River Acres and Cypress Bend Park areas.

Cypress Bend & River Acres Parks

Paid Parking & Picnic
Fees



River Acres & Cypress Bend Parks

Goal

Allow easier access for Residents to River Acres and Cypress Bend Parks during the summer season.

- ▲ Notable increase in park and river usage since 2018
- ▲ Paid parking at the Comal pushes people to look for free parking and access.
- ▲ Parking lots and surrounding areas full
- ▲ Park Ranger and Police staff in the area to address parking and behavior concerns.
- ▲ Residents live close by and want to be able to enjoy this park and river access.

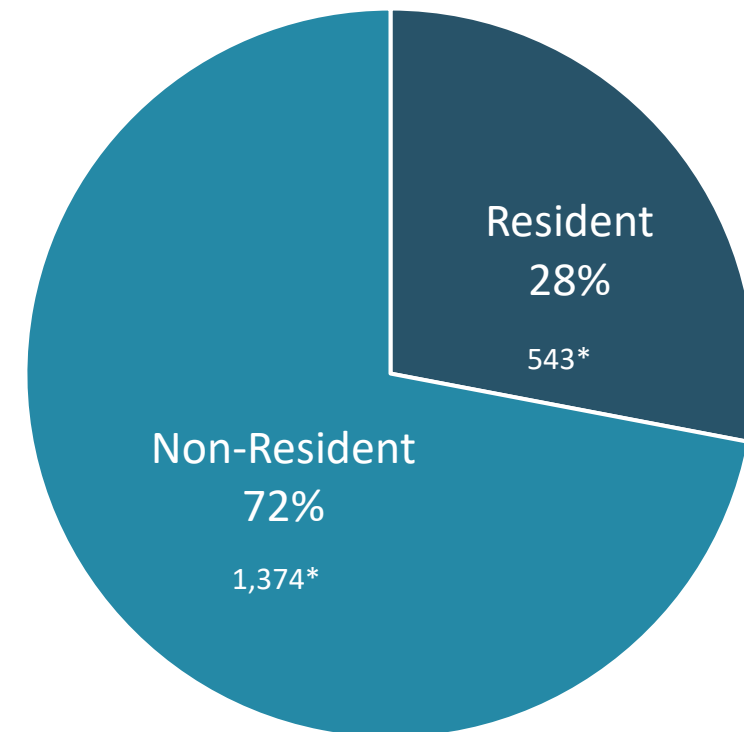
River Acres & Cypress Bend Parks

Park Ranger Informal Survey in the Field

- ▲ Easter through September
- ▲ Saturdays, Sundays, Holidays
- ▲ 11am-7pm

70%-80% of visitors during high use times are **not** New Braunfels Residents.

2023 Cypress-River Acres
Weekend Picnic Usage



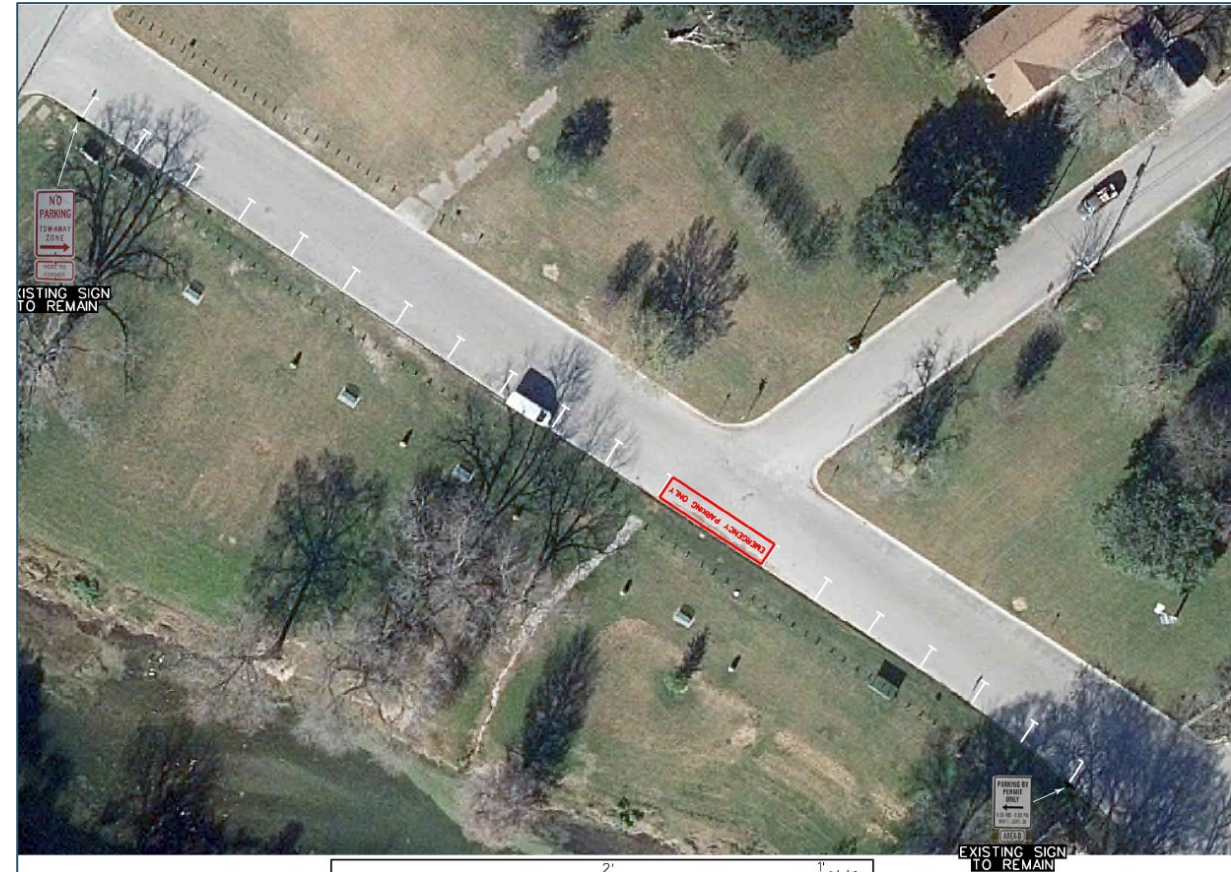
*Number of picnic areas observed.
Each area can hold six-eight people.

Paid Parking at River Acres Park

Proposal

Expand paid parking to Non-Residents on Fair Lane along River Acres Park using ParkMobile

- ▲ Residents
 - Free with Resident River Parking Sticker
- ▲ Non-Residents
 - \$20 per vehicle
 - Weekends and Holidays
 - 1st Saturday in May-Labor Day



Paid Parking at River Acres Park

- ▲ Striping to create 17 parallel parking spaces with area reserved for EMS
- ▲ No parking along residential side
- ▲ Estimated expenses \$3,700 for striping and signage. Funding available from River Activities Fund
- ▲ 40 charge days in 2024
- ▲ Revenue calculated with one paid spot per day
 - $\$20 \times 17 \text{ spaces} \times 40 \text{ days} = \$13,600$
 - Did not consider spot turnover
 - Parking revenue to River Activities Fund

Resident River Parking Pass

- ▲ Free parking sticker available to Residents
- ▲ Good for three seasons
- ▲ Residents can park for free at:

Comal River

- Elizabeth Street
- Hinman Island Drive
- Mill Street
- San Antonio Street

Guadalupe River

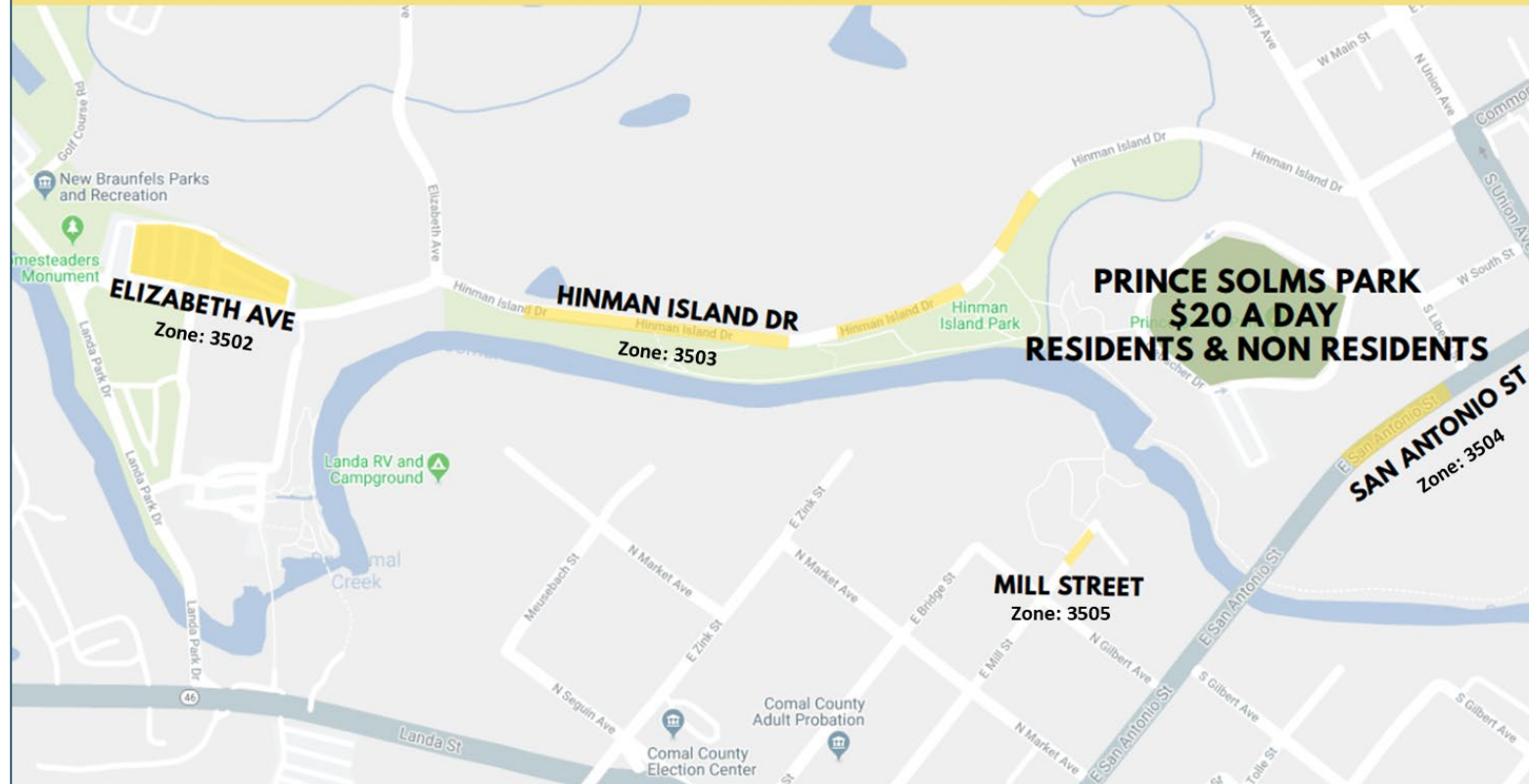
- River Acres Park

- ▲ Not valid for Prince Solms Parking Lot



Paid Parking Map

RESIDENT PARKING MAP



Next Steps

- ▲ Presented to River Advisory Committee on January 18th. Unanimous recommendation to move forward
- ▲ February 13th- Present proposal with City Council direction to Parks and Recreation Advisory Board
- ▲ City staff to draft ordinance revision to take to City Council for consideration
- ▲ Begin outreach campaign contingent on City Council direction and approval
- ▲ Begin charging May 4th



Parking Improvements at Cypress Bend Park

Considerations

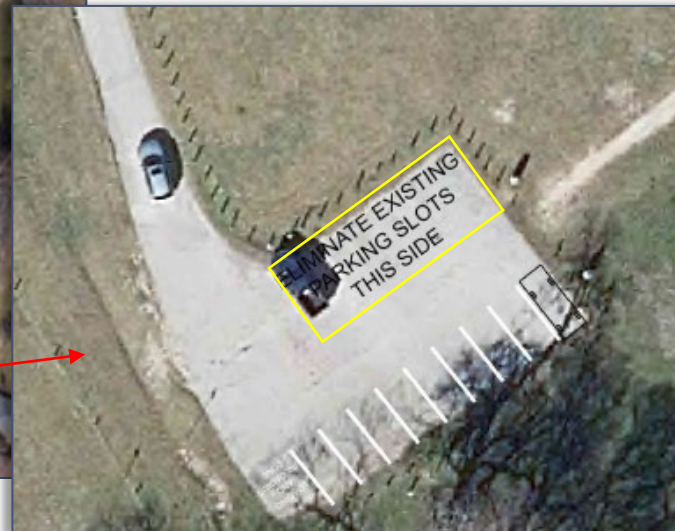
- ▲ Looking for opportunities for Residents to enjoy Guadalupe River parks.
- ▲ Paid parking at the Comal pushes people to look for free parking and access.

Issue

- ▲ Single lane road to lot
- ▲ Vehicle congestion and accidents

Proposal

- ▲ Removal of six, park facing, spaces to allow vehicles to reverse and exit lot safely. One spot designated 10 min loading/unloading zone.



Parking Improvements at Cypress Bend Park

Issue

- Currently this area is restricted to personal vehicles May 1- September 30 with exception of a 10-minute loading and unloading zone

Proposal

- To make up for the loss of parking spaces, proposed modifications are to add parking in the large water recreation shuttle zone.
- Proposal would create 31 new spaces, for a net increase of 25 spaces to Cypress Bend Park
- A portion of the reserved water recreation shuttle vehicle zone would be preserved for two existing Guadalupe River outfitters

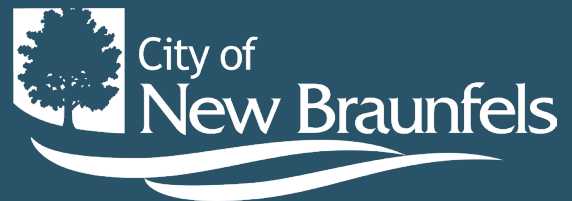
Next Steps

- ▲ Presented to River Advisory Committee on January 18th. Unanimous recommendation to move forward.
- ▲ February 13th- Present proposal with City Council direction to Parks and Recreation Advisory Board
- ▲ City staff to draft ordinance revision to take to City Council for consideration
- ▲ Contingent on City Council approval, City staff will coordinate restriping the changes

Public Education Plan

- ▲ Two Target Audiences
 - Local audience – focus is on promoting more access to Guadalupe River parks and educating on the need for a Resident River Parking Pass
 - Regional audience – focus is on educating that non-residents will now be charged for parking
- ▲ Traditional Media
 - Press release issued to local and regional media outlets
 - Participation in interviews as requested
- ▲ Digital Media
 - Website
 - Press release added to homepage of City website as a newsflash item. Triggers a direct email or text message alert to 3,845 subscribers.
 - Information featured prominently on www.newbraunfels.gov/rivers
 - Spotlight tile added to Parks and Recreation website homepage at www.newbraunfels.gov/parks
 - Social media leading up to and throughout Summer season
 - Promotion on City's Facebook and Instagram accounts (61,000+ followers)
 - Promotion on Parks and Recreation's Facebook and Instagram accounts (33,000+ followers)
- ▲ Paid Advertising – local and regional placement with messages tailored to target audience
 - Facebook advertising
 - Google search ads
 - Community Impact - optional

Proposals for 2025 Season



Goal

Allow easier access for Residents to River Acres and Cypress Bend Parks during the summer season.

Proposal

Charge a Non-Resident picnic fee at River Acres and Cypress Bend Park during the peak season.

Background

▲ *Ordinance: Sec. 86-2.(b) Picnic permit fees will be paid by all non-residents for the use of each picnic area/table used in Landa Park, Hinman Island, Fischer and Prince Solms Parks. Residents of the city may use one picnic area/table at no cost. Each additional picnic table/area will be charged the picnic permit fee.*

▲ Peak Season – Easter through end of September

▲ Fees prior to 2018 - \$10

▲ Fees 2018 to present - \$25

Hinman Island Picnic Fees

Year	Non-Resident Permit	Resident Permit	Non-Resident Sales
2018	463	97	\$11,575
2019	767	99	\$19,175
2020	44	20	\$1,100
2021	727	80	\$18,175
2022	1013	179	\$25,325
2023	1277	153	\$31,925

Park Visitation

Park Ranger Informal Survey in the Field

- ▲ Easter through September
- ▲ Saturdays, Sundays, Holidays
- ▲ 11am-7pm

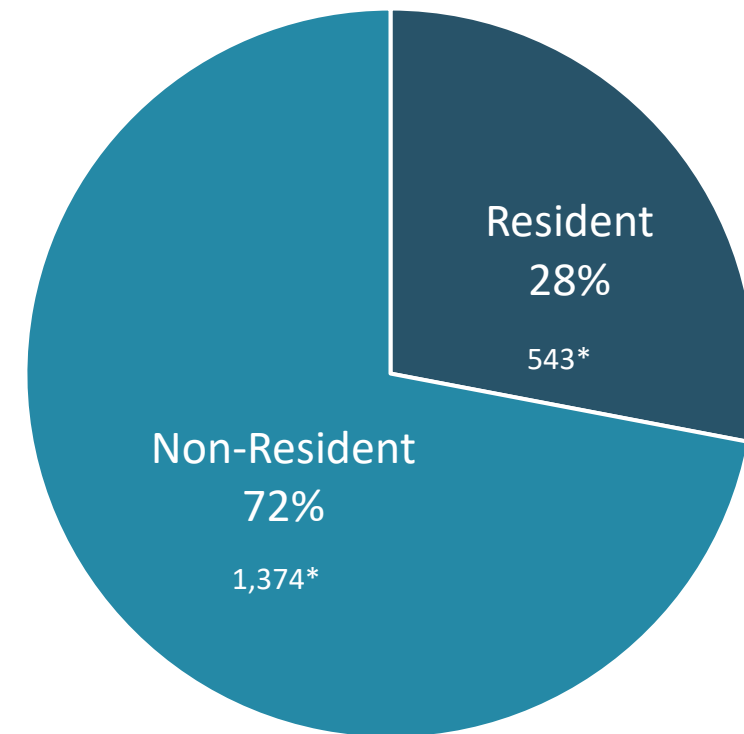
70%-80% of visitors during high use times are **not** New Braunfels Residents.

Seasonal Revenue Estimations based on Usage (\$25/picnic area)

Year	Resident	Non-Resident	Total
2022*	\$750	\$21,700	\$22,450
2023	\$1,075	\$34,350	\$35,425

*Not a full season of data.

2023 Cypress-River Acres Weekend Picnic Usage



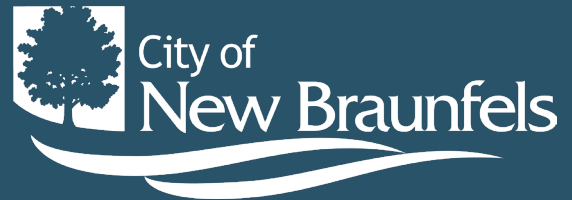
*Number of picnic areas observed.
Each area can hold six-eight people.

Cypress Bend Circulation Improvements



- ▲ Potential improvements for future season
- ▲ 34 parking spaces added along Jesse Guerrero Circle
- ▲ Entry fees or picnic/parking fees
- ▲ Analysis of other circulation improvements
- ▲ Review of impacts to Peace Ave and Mather Street
- ▲ Potential use of parkland dedication fees for improvements

Questions?



2/13/2024

Agenda Item No. B)

PRESENTER:

Amy Niles, River and Watershed Manager

SUBJECT:

Discuss and Consider Proposal for Ordinance Revision to Add Weekend and Holiday Hours to City Tube Chute Park.

DISCUSSION:

For the last two river seasons the City of New Braunfels has closed the City Tube Chute Park at 7pm on summer weekends. This change was put into place to address concerning behavior and trends identified by the New Braunfels Police Department.

The City Tube Chute Park is operated by City staff starting the first weekend in May through Labor Day. The proposal is to add permanent weekend hours for the City Tube Chute Park to close at 7pm during the peak season, starting Memorial Day weekend, with the inclusion of Independence Day. Memorial Day and Labor Day are not included due to the historically low visitation numbers on those Mondays. The goal for this change is to have the hours set in the code of ordinances to alleviate confusion.

Next Steps if recommended:

March- Take results and proposed ordinance change to City Council for consideration.

RECOMMENDATION:

Staff recommends an ordinance change to make the City Tube Chute Park closing time at 7 p.m in the City's code of ordinances on weekends between Memorial Day Weekend and Labor Day, and Independence Day.

2/13/2024

Agenda Item No. C)

PRESENTER:

Chad Donegan, Director

SUBJECT:

Discussion and possible action to update Cemetery Committee Bylaw Article I, Section B. Membership

DISCUSSION:

The Cemetery Committee has proposed an amendment to the bylaw:

Section B. Membership The Committee shall be composed of seven (7) members, appointed by the Parks and Recreation Advisory Board, who shall be residents of the City of New Braunfels or the ETJ. ~~At least, three members shall have relatives interred in one of the City's cemeteries.~~

Removal of the requirement to have relatives interred in one of the City's cemeteries.

RECOMMENDATION:

Staff recommends that the Board approves the amendment to the Cemetery Committee Bylaw.

2/13/2024

Agenda Item No. D)

PRESENTER:

Chad Donegan, Director

SUBJECT:

Approval of the appointment of Cynthia Foster for the city resident position for the Cemetery Committee with term ending 11-30- 2026 and Jillian Bliss for the unexpired term ending November 30, 2024.

DISCUSSION:

The Cemetery Committee has received two resignations from new committee members. The Ad Hoc Committee has selected two appointees from the previous pool of applicants to recommend to the Committee.

RECOMMENDATION:

Staff recommends the approval of one individual to the New Braunfels Cemetery Committee with term ending 11-30-2026 and one individual with an unexpired term ending 11-30-2024.

Ms Cynthia Foster

City of New Braunfels | Generated 9/12/2023 @ 5:25 pm by OnBoard2 - Powered by ClerkBase

Status

Name
Ms Cynthia Foster

Application Date
9/5/2023

Expiration Date
9/5/2024

Board Member
Cynthia Foster

Status
Validated

Board	Vacancies	Status
Cemetery Committee	0	Pending

Basic Information

Name
Ms Cynthia Foster

Why are you interested in serving on a board or commission?
I enjoy serving my community

Do you have any previous board service, leadership, or volunteer experience?
I have been on several city boards and actively volunteer in my community.

Are you currently serving, or have you served in the past on a City of New Braunfels Board or Commission?
I am currently an alternate on the ZBA board and have been a past regular board member. I have also been on the Library Advisory Board and the Parks and Rec Advisory Board

Do you have any relatives or members of your household serving as an elected or appointed official with the City of New Braunfels?
no

Do you have any relatives employed by the City of New Braunfels?
no

Resume File
 Download

Contact Information

Address
508 Denise Dr
New Braunfels, TX 78130

Email
gracebyluv@aol.com

Phone

18305153801

Occupation

Occupation

Retired Civil Coordinator Comal County

Other Questions

Question #1

What is your Council District?

4

Question #3

What is your highest level of education?

Some College/Associates Degree

Gender

What is your gender?

Female

Ethnicity

What is your ethnic origin?

White

Generated 9/12/2023, 4:25:52 PM

Cynthia Foster
508 Denise Dr
New Braunfels, Tx 78130
(c) 830-515-3801
Email: gracebyluv@aol.com

Professional Strengths:

- Familiar with case management and court procedures
- Extensive knowledgeable of Texas Code of Civil Procedures and other legal publications
- Proficient in County computer software: including Justice Enterprise, Odyssey, Legacy and E-file
- Professional, mature , strong interpersonal skills, understands confidentiality, reliable
- Prolific Customer Service Experience

Professional Experience:

Comal County Clerk's Office: 1992 to the Present

- Civil Coordinator: supervise and train staff, implement policy, maintain civil case files. Issue citations, writs, subpoenas, abstracts and notices. Coordinate daily operations in civil department, including taking in payments, preparing cases for court, scanning documents and entering information in the computer. Maintain trust accounts for civil cases, escheating funds to the State. Manage civil case files from inception, judgment and post judgment activities.
- Jury Coordinator: Maintain, manage and coordinate jury trials, establish jury calendar in Odyssey for two courts, issuing summonses, communicate with jurors, resolve conflicts, pay jurors and follow up for failures to appear.
- Adept at collaborating with a diverse range of legal personnel and citizens including associates, administrators, attorneys, judges, jurors and also the general public. Maintain high standards for customer service and office professionalism.
- Familiar with probate and criminal procedures and bonds; manage related civil cases including Non-disclosures, Occupational Licenses and Judgment Nisis. Coordinate Eminent Domain Cases, contacting special commissioners arranging location and times for hearings, depositing and disbursing Awards.
- Designated Subject Matter Expert in software conversion from Software testing for both Civil and Jury Procedures, as well as the on-going transition to e-filing for most civil cases. Developed FAQ and E-file instructions for the County Clerk website.

Volunteer Experience:

- Family Outreach of Comal County – Board Member
- Sunday School Teacher – Sts Peter and Paul Parish
- Relay for Life of Comal County – Event Leader (Survivorship, Mission, ACS-CAN, & Publicity) also award winning Team Captain
- Healing Ministry Cancer Support Group – founding member
- Parish Council – Sts Peter and Paul Parish
- Read Across America Book Drive and Event Organizer for CDA
- Past New Braunfels Library Advisory Board Member
- Past New Braunfels Parks And Recreation Board Member
- New Braunfels Zoning Board of Adjustment, as regular member and alternate member

Education:

Navy "A" School for Meteorology, Chanute Air Force Base, Illinois, 1979
Associates Degree in Legal Technology - William Rainey Harper College, Palatine, Illinois
New Braunfels City University – 2015, Comal County Sheriff's Academy

Military Experience:

U.S. Navy 1979-1985, Aerographer's Mate, School for Meteorology at Chanute Air Force Base Illinois, worked in various Naval Weather Detachment Offices assisting meteorologist with information for military operations.

Jillian Bliss

City of New Braunfels | Generated 10/2/2023 @ 9:09 am by OnBoard2 - Powered by ClerkBase

Status

Name	Jillian Bliss
Application Date	9/30/2023
Expiration Date	9/30/2024
Board Member	Jillian Gaa Bliss
Status	Validated

Board	Vacancies	Status
Cemetery Committee	0	Pending

Basic Information

Name
Jillian Bliss


Why are you interested in serving on a board or commission?
Public service is an extremely important personal value to me, and the main reason I attended law school. As someone who grew up here and returned as an adult, I genuinely want nothing more than to give back to the community of New Braunfels which has given me so much.

Do you have any previous board service, leadership, or volunteer experience?
I currently serve on the Historic Landmark Commission and as an alternate on the Zoning Board of Adjustments. I have also been involved in a number of volunteer experiences related to political campaigns and currently volunteer at the Alamo in San Antonio in their collections department working with historic objects and artifacts.

Are you currently serving, or have you served in the past on a City of New Braunfels Board or Commission?
I currently serve on the Historic Landmark Commission and as an alternate on the Zoning Board of Adjustments.

Do you have any relatives or members of your household serving as an elected or appointed official with the City of New Braunfels?
No

Do you have any relatives employed by the City of New Braunfels?
No

Resume File
 Download

Contact Information

Address
144 Landa Street
Apt 359
New Braunfels, TX 78130

Email
jblisstx@gmail.com

Phone
2149496651

Occupation

Occupation

Attorney

Professional Licenses

Texas State Bar License

Other Questions

Question #1

What is your Council District?

3

Question #2

Have you participated in City University?

No

Question #3

What is your highest level of education?

Master's Degree or Higher

Gender

What is your gender?

Female

Ethnicity

What is your ethnic origin?

White

Generated 10/2/2023, 8:09:40 AM

EDUCATION

SMU Dedman School of Law, Juris Doctor, May 2017

Dean's List

Dallas, TX

Vice President, Real Estate Law Association

University of Texas at Austin, Bachelor of Journalism, May 2013

Austin, TX

College of Communications Dean's List

News Editor, The Daily Texan Newspaper

LEGAL EXPERIENCE

Greer, Herz & Adams LLP

Remote Office

Real Estate Attorney, February 2022 – Present

Analyze and review transactional documents under the appropriate governing law(s) and advise clients in matters of commercial and residential real estate, not limited to, but including, title commitments, land surveys, lease agreements, purchase and sale agreements, loan financing documents, foreclosure, and zoning compliance. Draft financing documents, contracts for lease, and purchase and sale agreements necessary for commercial and residential real estate transactions.

Law Firm of Braun & Gresham

Dripping Springs, TX

Litigation Attorney, May 2021 – January 2022

Conduct review and analysis of property deed records and restrictions on behalf of owners, buyers, and sellers, advising on issues of enforcement, and draft contracts and documents necessary to the leasing, purchase or sale of land. Advise land owners on appropriateness of residential, agricultural, commercial, and other use of property in meeting the client's tax abatement goals and appear on behalf of clients at appraisal review board hearings.

Texas General Land Office, Office of General Counsel

Austin, TX

Alamo Attorney, June 2018 – May 2021

Negotiated and drafted contracts, permit applications, policies and procedures necessary for the short- and long-term management of the Alamo Complex, from daily operations of site vendors to those with longstanding implications, such as construction, conservation, preservation, restoration, and museum design contracts. Researched, analyzed and drafted memoranda to senior staff on a variety of issues of property and constitutional law pertaining to the buildings as well as the ground beneath the Alamo structures, advised Alamo staff as to legal compliance with these matters, and managed and directed outside counsel in matters of state and federal litigation pertaining to these issues, assisting with depositions, document review, affidavit drafting, and witness preparation. Prepared permit applications and related presentations to local and state governing bodies on matters of zoning, architectural and archeological endeavors, special district affiliation, and intergovernmental transactions such as the State's lease of Alamo Plaza from the City of San Antonio. Analyzed proposed legislation stemming from the 86th and 87th meetings of the Texas legislature for potential effects on the Alamo Complex and reported findings to senior staff. Advised communications and government relations departments on legal questions from the public regarding the Alamo preservation plan and served as liaison from the General Land Office at meetings with legislators, constituents, the Alamo Trust, Inc., City of San Antonio, and other interested parties.

Office of Senator Konni Burton, Texas Senate District 10

Austin, TX

General Counsel and Senior Policy Analyst, October 2017 – June 2018

Managed general legal matters within the office, informing colleagues and the Senator of potential legal issues in policies and proposed legislation, in addition to drafting and editing bill proposals. Also served as senior policy analyst for legislative matters involving criminal justice, education, state affairs, and health and human services, attending meetings with legislators and constituents to resolve concerns in these areas.

COMMUNITY INVOLVEMENT

Member, City of New Braunfels Historic Landmark Commission (July 2023 – Present)

Alternate Member, City of New Braunfels Zoning Board of Adjustment (May 2023 – Present)

Equestrian, Five Field Farm (November 2019 – Present)

Member and Outgoing Communications VP, Capitol Republican Women (August 2019 – Present)

Parks and Recreation Advisory Board Agenda Item Report

2/13/2024

Agenda Item No. E)

PRESENTER:

Chad Donegan, Director

SUBJECT:

Discussion and possible action to change the March 2024 meeting date.

DISCUSSION:

The March meeting is scheduled for March 12, which falls on spring break.

RECOMMENDATION:

Staff recommends the board discuss and select a new date for the March meeting.