



**CITY OF NEW BRAUNFELS, TEXAS
RIVER ADVISORY COMMITTEE MEETING**



**CITY HALL- TEJAS ROOM
550 LANDA STREET**

THURSDAY, FEBRUARY 15, 2024 at 4:00 PM

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- A) Approval of Meeting Minutes for January 18, 2024 for the [24-224](#)
River Advisory Committee meeting.
[Minutes 1.18.24](#)

4. CITIZENS' COMMUNICATIONS

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

5. STAFF REPORT

- A) Presentation and Update of the Comal River [24-227](#)
Improvement Project and Last Public Exit Improvement
Timeline
- B) Presentation of the River Activities Fund Forecast [24-228](#)
[River Activities Fund- Forecast](#)
- C) Update on Council Direction for Fair Lane Paid Parking [24-226](#)
and Cypress Bend Shuttle Zone Modifications

6. DISCUSSION AND ACTION

- A) Discuss and Consider Proposal for Ordinance Revision [24-225](#)
to Add Weekend and Holiday Hours to City Tube Chute
Park.
[Proposed Tube Chute Park Hours Modification](#)

7. POSSIBLE ITEMS FOR UPCOMING MEETINGS

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.

2/15/2024

Agenda Item No. A)

PRESENTER:

Amy Niles, River and Watershed Manager

SUBJECT:

Approval of Meeting Minutes for January 18, 2024 for the River Advisory Committee meeting.

City of New Braunfels, Texas

550 Landa Street



Minutes

Thursday, January 18, 2024

4:00 PM

City Hall- Tejas Room

River Advisory Committee

AGENDA

1. CALL TO ORDER

River Advisory Committee Chair, David Davenport, called the meeting to order at 4:00 p.m.

2. ROLL CALL

River Advisory Committee Members present: David Davenport, Scott Roots, Shane Wolf, Sarah Shea, Corinne Speare, and Dick Hillyer. Keith Fontenot was not in attendance.

City staff members present: River and Watershed Manager, Amy Niles; Watershed Supervisor, Phillip Quast; River Operations Specialist, Katie Johnson, Chief of Police, Keith Lane, Operations Captain, Mike Penshorn, Police Lieutenant, Jace Hobbs, Parks and Recreation Director, Chad Donegan, Parks and Recreation Assistant Director, Geronimo Aguirre, Park Ranger Superintendent, Marika Misangyi, Park Analyst, Shannon Jackson, Public Works Director, Greg Malatek, and City Secretary, Gayle Wilkinson.

3. APPROVAL OF MINUTES

A)

Approval of Meeting Minutes for August 17, 2023 for the River Advisory Committee meeting.

[8.17.23 RAC Minutes- DRAFT](#)

The meeting minutes from the August 17, 2023 River Advisory Committee Meeting were motioned for approval by Shane Wolf and was seconded by Scott Roots. The minutes were approved unanimously.

4. CITIZENS' COMMUNICATIONS

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

There was no citizens' communication at this meeting, however, Hannah Thompson, with the New Braunfels Herald-Zeitung, was present.

5. DISCUSSION AND ACTION

A)

Introduction of New River Advisory Committee Members

River Advisory Committee Chair, David Davenport, asked the two new members of the committee to introduce themselves. Returning committee member, Dick Hillyer introduced himself along with new committee member, Corinne Speare. Remaining committee members also gave a brief introduction of themselves.

B)

Election of Chair and Vice Chair

Shane Wolf made a motion to nominate David Davenport to be the River Advisory Committee Chair. This motion was seconded by Dick Hillyer. The motion passed unanimously. For the Vice Chair position, Sarah Shea nominated Dick Hillyer. This motion was seconded by Corinne Speare. This motion also passed unanimously. David Davenport and Dick Hillyer will serve in these roles for the year of 2024.

C)

Discuss and Consider a Proposal to Expand Paid Parking to River Acres Park on Fair Lane.

[Proposed River Acres Parking](#)

River and Watershed Manager, Amy Niles, presented a proposal to expand paid parking to River Acres Park. Expanding parking along Fair Lane would create seventeen parallel spaces with additional emergency access location. Committee member, Scott Roots, asked when charging would begin at River Acres Park. Niles stated that the recommended fee is \$20 per non-resident vehicle on weekends and holidays from May 1st to Labor Day. These parking spaces would be free to residents who have a valid Resident River Parking Pass. The parking lot will use Park Mobile to accept payments. Vice Chair, Dick Hillyer, asked why this proposal did not go to the Parks and Recreation Department first and then City Council. Niles clarified that the proposal had been discussed and planned between both River Operations and Parks and Recreation. Committee member, Shane Wolf, exclaimed that he liked the proposal and moved for motion. This motion was seconded by Dick Hillyer. The motion passed unanimously. This presentation will be going to the City Council for discussion on February 6, 2024.

D)

Discuss and Consider Modifications to the Cypress Bend Water Recreation Shuttle Zone

Proposed Cypress Bend Parking Modifications

River and Watershed Manager, Amy Niles, presented the committee with potential modifications to the Cypress Bend Water Recreation Shuttle Zone. These modifications would be made to provide residents with more opportunities to enjoy the Guadalupe River Parks and to help make parking in Cypress Bend safer and more user-friendly. The proposed modifications include removing six spaces to provide more space for vehicles to safely exit the smaller parking lot, and create thirty one new spaces in the existing shuttle area, for an increase of twenty five spaces to Cypress Bend Park. In addition, a portion of the reserved water recreation shuttle vehicle zone would be preserved for two existing Guadalupe River outfitters. Committee member, Shane Wolf, mentioned that the bollards could be moved to allow angled parking along the entryway road. He also noted that adding twenty five additional parking spaces could crowd the river bank, potentially causing crowding and complications for when shuttles are trying to pick patrons up. Chair, David Davenport and Vice Chair, Dick Hillyer had questions regarding paid parking and costs. Niles explained that paid parking at Cypress Bend Park has been discussed and is a possibility for next season, and that the expenses for the modifications would come from the river fund. Committee member, Scott Roots made a motion to approve the recommendation and it was seconded by committee member, Corinne Speare. The motion was approved unanimously. This item will be presented to City Council on February 6, 2024.

E)

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

River and Watershed Manager, Amy Niles, discussed an ordinance revision for the City Tube Chute Park hours. In the 2022 and 2023 river seasons, Niles reported that the City Tube Chute Park gates were closed at 7:00 P.M. on weekends and holidays due to behavior concerns which were identified by the Police Department. Operations Captain, Mike Penshorn, addressed the committee about the department's decision to close the City Tube Chute Park at 7:00 P.M., noting that they were seeing overall bad behavior occurring on the property after police and park rangers left the area. Vice Chair, Dick Hillyer, asked if there would be anyone there to enforce the closure. Captain Penshorn confirmed that the police department would work closely with the park rangers to secure the park. Committee member,

Scott Roots, asked if there were problems throughout the week and if the gates are closed during the weekdays. Captain Penshorn replied that issues usually occur on the weekends and that the gates are open when there is no entry fee. Vice Chair, Dick Hillyer, remarked that having the closure in the ordinance for a recurring seasonal action, is a good idea and could reduce the number of inebriated guests that come down to the parks later in the day. No action was taken on this item at this time. An ordinance revision will come back to the committee at the next meeting.

F)

Discuss River Advisory Committee Schedule for 2024 and Items for the Upcoming Agendas

River and Watershed Manager, Amy Niles, proposed the 2024 River Advisory Committee schedule to committee members, highlighting meeting dates from January to December. Chair, David Davenport, asked about the previous discussion of merging the Watershed Advisory Committee with the River Advisory Committee. Niles stated that for now the plan is to not merge the committees until the Watershed Advisory Committee is more settled with their current agenda items. Niles disclosed the upcoming agenda topics to the committee, which included updates on the Comal River Improvement Plan and Last Public Exit Improvement schedule, discussions on making Cypress Bend more available for residents, and updates on the Comal River Sign Program. The Committee did not have to take action on this item, but did request that staff book meeting space for March 21st to hold the date for a potential meeting.

6. STAFF REPORT

A)

Presentation of the State of the River Fund for FY 2022/2023.

River and Watershed Manager, Amy Niles, opened her Staff Report with discussing the River Fund for the 2022 and 2023 seasons. Niles explained the revenues that were made in 2022 and 2023, show that the City is starting to see higher numbers of visitors on weekends and holidays, since the implementation of the disposable container ban and COVID-19. Discussing expenditures, Niles reported that the cost of public safety decreased from 2022 because of Texas Tubes obtaining their own exit. With less crowding at the Last Public Exit, fewer police officers are needed. Lastly, Niles discussed a potential budget amendment requests with the committee. These requests included

repairs to the Garden Street river access staircase, increased shade at Prince Solms Park Gateway, improvement to City Tube Chute Park admissions, printing river park signs, and re-education of the disposable container ban. Chair, David Davenport, wanted clarification on improvement to the City Tube Chute Park admissions. Niles replied that admissions has moved solely to the red trailer and Parks and Recreation are planning to pour a concrete slab to make a more permanent place.

7. ADJOURNMENT

This regular meeting adjourned at 4:58 P.M.

By: _____
DAVID DAVENPORT, CHAIR

2/15/2024

Agenda Item No. A)

PRESENTER:

Adam Michie, Capital Project Manager

SUBJECT:

Presentation and Update of the Comal River Improvement Project and Last Public Exit Improvement Timeline

DISCUSSION:

Staff will give a presentation to update the River Advisory Committee on the current status of the Comal River Improvement Project and provide more details on the upcoming Last Public Exit improvements.

RECOMMENDATION:

N/A

2/15/2024

Agenda Item No. B)

PRESENTER:

Amy Niles, River and Watershed Manager

SUBJECT:

Presentation of the River Activities Fund Forecast

DISCUSSION:

Staff will present the attached River Activities Fund Forecast with the River Advisory Committee. While the fund balance remains above the required 25% throughout the forecast period, the forecast represents a drawdown into the fund balance each year due to expenses outweighing revenues.

RECOMMENDATION:

N/A

City of New Braunfels River Activities Fund
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Available Funds	FY 2022 Actual	FY 2023 Actuals*	FY 2024 Adopted Budget
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Beginning Balance

Undesignated Funds	\$ 159,202	\$ 308,134	\$ 565,940
Total Beginning Balance	\$ 159,202	\$ 308,134	\$ 565,940

Revenue

Licenses and Permits	\$ 6,800	\$ 6,782	\$ 6,800
Fines and Forfeitures	204,399	221,392	125,000
Parking Revenue	562,088	601,474	525,000
Parks and Recreation - River Access Fee	469,199	503,835	500,000
Interfund Transfer - Solid Waste Fund	148,841	127,770	150,000
Total Revenue	\$ 1,391,327	\$ 1,461,253	\$ 1,306,800

TOTAL AVAILABLE FUNDS	\$ 1,550,529	\$ 1,769,387	\$ 1,872,740
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APPROPRIATIONS

Public Safety	\$ 591,023	\$ 485,620	\$ 645,548
Parks and Recreation	651,372	717,827	707,743

TOTAL OPERATING APPROPRIATIONS	\$ 1,242,395	\$ 1,203,447	\$ 1,353,291
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Ending Fund Balance	\$ 308,134	\$ 565,940	\$ 519,449
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TOTAL APPROPRIATIONS	\$ 1,550,529	\$ 1,769,387	\$ 1,872,740
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2/15/2024

Agenda Item No. C)

PRESENTER:

Amy Niles, River and Watershed Manager

SUBJECT:

Update on Council Direction for Fair Lane Paid Parking and Cypress Bend Shuttle Zone Modifications

DISCUSSION:

Update will be provided to the committee on the direction received from City Council on two items discussed at the last River Advisory Committee Meeting: paid parking on Fair Lane and modifications to the Cypress Bend shuttle zone.

RECOMMENDATION:

N/A

2/15/2024

Agenda Item No. A)

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 7 p.m. 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.

The proposed ordinance changes are attached for discussion.

RECOMMENDATION:

Staff recommends approval of the proposed ordinance revision to add operating hours to the City Tube Chute Park during peak river season to go to City Council for consideration.

Sec. 86-3. Rules and regulations for control of park and recreation areas.

- (b) City owned properties shall be open to the public between the hours of 6:00 a.m. and 12:00 midnight each and every day, except for Cypress Bend Park, which shall be open to the public between the hours of 6:00 a.m. and dusk of each and every day, the City Tube Chute Park will close at 7:00 p.m. on Saturdays, Sundays, and Independence Day, including July 3rd when it falls on a Monday and July 5th when it falls on a Friday, starting Memorial Day weekend and ending Labor Day weekend, and the Comal Cemetery and the New Braunfels Cemetery which shall be open from 8:00 a.m. until 6:00 p.m. during Central Standard time and 8:00 a.m. to 8:00 p.m. during Daylight Savings time. All such city owned areas properties shall be open during the above described hours unless closed by order of the city manager or the parks and recreation director and/or the chief of police for the purposes of rehabilitation, cleaning, general supervision, or to protect the health, safety and general welfare of the public. If such areas are to be open prior to 6:00 a.m. in the morning or after the specific closing times set forth in this section, specific permission must be secured from the parks and recreation director for anyone to use such areas during those extra hours.