



NOTICE OF OPEN MEETING
MARCH BOARD OF TRUSTEES
NBU Board Room, 263 Main Plaza, New Braunfels, Texas 78130
March 26, 2026, at 1:00 PM
www.nbutexas.com

AGENDA

OPEN SESSION (1 HR 25 MIN)

CLOSED SESSION (30 MIN + 5 MIN Recess)

TOTAL (2 HR)

CALL TO ORDER 1:00 pm

PLEDGE OF ALLEGIANCE AND INVOCATION (2 MINS) 1:00 pm

CEO Ryan Kelso

PUBLIC COMMENT (5 MINS) 1:02 pm

ITEMS FROM THE CHAIR (3 MINS) 1:07 pm

1. Any Items Permitted Under Section 551.0415 of the Texas Government Code

ITEMS FROM STAFF (40 MIN) 1:10 pm

1. CEO's Update – **RYAN KELSO (5 MINS) 1:10 pm**
 - a. Leadership Announcement of New Hires and Position Changes: Control Center Manager, Brandon Thomas; Security Manager, Mike Penshorn; and Enterprise Communications Manager, Daniel Mendez
 - b. NBU Earns Government Treasurers' Organization of Texas Certificate of Distinction
 - c. NBU Participates in Career Fairs: New Braunfels High School Career Event, Long Creek High School Career Day Fair, and Texas State University's McCoy College 2026 Spring Industry and Corporate Accounting Career Fair
 - d. NBU Participates in San Antonio Stock Show and Rodeo Youth Rodeo Shootout
 - e. NBU Employees Volunteer at Night to Shine Prom Held at Tree of Life Church
 - f. NBU Presents to Long Creek High School Career and Technical Education Classes
 - g. NBU CEO Speaks at Big Brothers Big Sisters "Who Mentored You" Event
 - h. Community Engagement: NBU Hosts Booth at the Home and Outdoor Living Show at the New Braunfels Civic Center
 - i. Headwaters at the Comal Hosts Evening of Gratitude - Donor Recognition Event
 - j. NBU CEO Attends New Braunfels Breakfast Lions Club Meeting
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- k. NBU's Response to the March 2025 High Wind Speed Weather Event
 - l. Leadership New Braunfels Class of 2026 Visits NBU
 - m. Any Other Items Permitted Under Section 551.0415 of the Texas Government Code
- 2. Financial Update and Report – **KIMBERLY DaCOSTA (10 MINS) 1:15 pm**
 - 3. Quarterly Update on the Headwaters at the Comal – **NANCY PAPPAS (10 MINS) 1:25 pm**
 - 4. Quarterly Update on the NBU Developer and Vendor Process Improvement Project – **DARRIN JENSEN (10 MINS) 1:35 pm**
 - 5. Monthly NBU Headquarters Progress Update – **JACOB TSCHOEPE (5 MINS) 1:45 pm**

CONSENT ITEMS FOR ACTION – WAYNE PETERS (5 MINS) 1:50 pm

- 1. Approve Minutes of the NBU Regular Board Meeting of February 26, 2026
- 2. Approve the Electric Line of Business Alternative Procurements from January 15, 2026, through February 15, 2026
- 3. Approve the Change Order Log from January 15, 2026, through February 15, 2026
- 4. Approve the Reports for Water and Electric Engineering Contracts from August 1, 2025, through February 15, 2026
- 5. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Garver, LLC for the Design of the Walnut Heights Wastewater Main Improvements Project
- 6. Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with HDR Engineering, Inc. for the Design of the South Kuehler Interceptor Phase 2 Project
- 7. Authorize the CEO or His Designee to Negotiate and Execute a Second Amendment to the Professional Services Agreement with Arcadis U.S., Inc. for the Design of the Trinity Wellfield Expansion Project
- 8. Authorize the CEO or His Designee to Execute a Professional Services Agreement with Tidal Power Services, LLC for Substation Acceptance and Relay Testing Services for Capital Projects and Maintenance
- 9. Authorize the CEO or His Designee to Negotiate and Execute a Sourcewell Cooperative Agreement, Sourcewell Contract No. 040924-ALT, with Global Rental Co., Inc., for the Purchase of One (1) Altec AA55E Bucket Truck
- 10. Authorize the CEO or His Designee to Negotiate and Execute a Sourcewell Cooperative Agreement, Sourcewell Contract No. 040924-URI, with United Rentals (North America), Inc., for Equipment Rental Services

PRESENTATION ITEMS (30 MIN) 1:55 pm

1. Update on Fiscal Year 2028 Strategic Plan Development – **DARRIN JENSEN (15 MINS) 1:55 pm**
2. Informational Update Regarding the NBU Financial Roadmap and Finance Department Internal Process Initiatives – **JESSICA WILLIAMS (15 MINS) 2:10 pm**

EXECUTIVE SESSION (30 MIN + 5 MIN RECESS) 2:25 pm

The Board of Trustees may recess into Executive Session for any purpose permitted by the Texas Open Meetings Act, including but not limited to:

1. Power Supply Resources – Competitive Matters (Section 551.086 – Texas Government Code) **(10 MINS) 2:30 pm**
2. Consultation with Attorney Regarding Pending or Contemplated Litigation, Settlement Offers, and/or Other Matters Protected by Attorney-Client Privilege (Section 551.071 – Texas Government Code) pertaining to the following: **(20 MINS) 2:40 pm**
 - a. Discuss *MMF NBTX LAND, LLC v. City of New Braunfels, New Braunfels Utilities, and Ryan Kelso, in his official capacity as Chief Executive Officer of New Braunfels Utilities*, No. C2025-1252D (433rd District Court, Comal County, Texas)
 - b. Discuss *New Braunfels Utilities v. TRC Engineers, Inc.*, Cause No. C2024-1980D (433rd District Court, Comal County, Texas)

The Board of Trustees, upon reconvening in Open Session, will discuss and consider any necessary action regarding closed session items.

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

ADJOURN 3:00 pm

If you require assistance in participating at a public meeting due to a disability as defined under the Americans with Disabilities Act, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the Board Relations Coordinator at least three (3) days prior to the scheduled meeting date at (830) 629-8400 or the NBU Main Office at 263 Main Plaza, New Braunfels, Texas, for additional information.

CERTIFICATE OF POSTING

I, Ryan Kelso, Secretary to the Board of Trustees, do hereby certify that this Notice of Meeting was posted on a bulletin board at a place convenient to the public at the City of New Braunfels City Hall, 550 Landa Street, New Braunfels, Texas; the New Braunfels Utilities Main Office, 263 Main Plaza, New Braunfels, Texas; and the New Braunfels Utilities Customer Solutions Center, 1488 South Seguin Avenue, New Braunfels, Texas, on the **20th day of March 2026**, and remained posted continuously for at least three business days before the scheduled date of the meeting.



Ryan Kelso, Chief Executive Officer
Secretary to the Board of Trustees