

**COUNCIL POLICY & VALUATION COUNCIL COMMITTEE**  
**APRIL 23, 2025**  
**DRAFT MINUTES**

Council present:

Dan McClendon, Chair  
Larry Scott  
Adam Russell

Council Absent:

Staff present

Tommy Ludwig, City Manager  
Harlan Jefferson, Deputy City Manager  
Eric Oscarson, Deputy City Manager  
Amanda Campos, City Secretary  
Monica Solko, Deputy City Secretary

**1. CALL TO ORDER – Time: 9:00 a.m.**

Chair Dan McClendon called the meeting to order. **Time: 9:12 a.m.**

**2. CITIZEN APPEARANCES**

- None.

**3. GENERAL**

- A. Consider approval of the minutes from the April 16, 2025 Council Policy and Valuation Committee meeting. (Staff Contact: Monica Solko, Deputy City Secretary)**

Motion made by Adam Russell and seconded by Larry Scott to approve.

Motion passed 3-0.

**4. REPORTS AND PRESENTATIONS**

- A. Receive a report, hold a discussion, and make possible recommendations regarding a neighborhood empowerment zone (NEZ) program, criteria and incentives. (Staff Contact: Tony McIlwain, AICP, CFM, Development Services Director)**

Tony McIlwain, Development Services Director, presented a neighborhood empowerment zone (NEZ) program to the committee. Presentation included the creation criteria, municipality adoption, Texas Tax Code criteria, possible incentives and benefits, staff research on potential target areas. Staff narrowed the targeted area to one “target pilot area” (Hilary-Montclair). Discussed comparison city incentive options with waiver of fees (such as tax abatement, lien waivers,

construction abatement, platting fees, preliminary plan fees, zoning fees, sign permit fees, demolition fees, building permit fees, one-trade permit fees, plan review fees, inspection fees, CO fees, and water and sewer tap fees). The BTX Home Improvement Rebate Program is a current program the city has to help citizens with improvements.

Options:

Implement NEZ program

- Development Investment criteria
- What fees (development/building permit fee waivers)?
- Release of liens
- Reduce city property tax (3-10 years)
- Eliminate Keep BTX rebate program or keep both?

After a brief discussion and questions, the committee discussed the possibility of releasing mowing liens and requested information on mowing liens in the target area. Committee discussed tax abatement, how staff would need to track progress and if the owner sold the property, the incentive would end.

*Dan step out of the room at 9:51am and returned at 9:53am.*

The committee was in favor of moving forward with the implementation of NEZ program and keep the BTX program. The NEZ program could forgive future taxes each year as long the home was still owned by the applicant, waive permit fees and mowing liens (owner occupied homes).

Tommy Ludwig, City Manager, stated that staff would prepare specific policies looking at the abatements, lien forgiveness and bring back with specific goals of the program and BTX program. Staff will prepare an ordinance for the NEZ program with a policy under it. Prefer to site the code so not be offended residents in the target areas. The committee requested the information go before the full council for their input.

*Committee member Adam Russell left the meeting at 10:19 a.m.*

**B. Receive a report, hold a discussion, and make possible recommendations regarding a new master policy for Municipal Utility Districts (MUDs) and Municipal Management Districts (MMDs). (Staff Contact: Tony McIlwain, AICP, CFM, Development Services Director)**

Tony McIlwain, Development Services Director, presented a policy to the committee. Presentation included background, purpose, MUDs and MMDs recap, SPD master policy, and Strategic Partnership Agreement (SPA).

After a brief discussion and questions, the committee was in favor of the item and requested that it be brought forward to the full council for consideration.

**5. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS**

- None.

**6. RECESS INTO EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom at City Hall to conduct a closed meeting to discuss any item listed on this agenda.

- **Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**

No executive session.

**7. ADJOURN**

There being no further business Chair Dan McClendon adjourned the meeting.

**Time: 10:26 a.m.**

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Monica Solko  
Deputy City Secretary