

**FINAL - MINUTES  
OF THE NEW BRAUNFELS WORKFORCE HOUSING ADVISORY COMMITTEE  
REGULAR MEETING OF WEDNESDAY, MAY 22, 2024**

**AGENDA**

**1. CALL TO ORDER**

Chair Randall Allsup called the meeting to order at 4:02PM.

**2. ROLL CALL**

**Present:** Randall Allsup, Alice Jewell, Sarah Dixon, Larry Hammonds, Johnnie Rosenauer, and Kristin Reynolds

**Absent:** Judy Dykes-Hoffmann, Lee Edwards, Leticia Martinez, and Jonathan Packer

**3. APPROVAL OF MINUTES**

A) Approval of the March 27, 2024 regular meeting minutes

Chair Allsup introduced this item. Johnnie Rosenauer motioned to approve the March 27, 2024 meeting minutes. Kristin Reynolds seconded the motion which was unanimously approved.

**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.*

**The following individual spoke at this time: Jim Holster**

**5. DISCUSSION AND ACTION**

A) Review, discussion, and possible action on a draft housing tax exemption policy

Chair Allsup introduced this item.

Jeff Jewell, Director of Economic and Community Development, presented a Powerpoint addressing workforce housing policies and financing tools. The Workforce Housing Advisory Committee (WHAC) previously recommended the use of non-financial and financial tools for the production and preservation of workforce housing units. Mr. Jewell provided a brief background identifying Chapters 303 and 392 of the Texas Local Government Code which allows property tax exemptions for housing properties that set rents below market rates.

Mr. Jewell identified additional information about Chapter 303 which outlines general provisions for Public Facility Corporations (PFCs). PFCs are nonprofit corporations created by sponsoring public facility entities such as municipalities, counties, school districts, housing authorities, or special districts that can issue bonds, lease land to development partnerships, and own improvements to housing properties. The newly formed partnership would be exempt from paying property taxes on the land with the requirement that at least 40% of their housing units rent to households earning up to 80% area median income and 10% of units at 60% area median income.

The WHAC reviewed a draft PFC policy which outlined purpose, authorization, PFC Board composition, auditing, compliance/monitoring processes, project approval processes, and affordability periods. A presentation is scheduled at the June 17th City Council meeting to discuss the establishment of the policy. An attorney with housing experience will be present at that meeting to answer any questions and clarify information with Council. A series of questions were generated which will be shared with the attorney. The committee shared ideas, thoughts, and discussed concerns with the proposed policy. Mr. Jewell answered questions from the WHAC.

Alice Jewell motioned to endorse City Council's adoption of the proposed policy. Kristin Reynolds seconded the motion which was unanimously approved.

Staff will communicate with the WHAC once the June 17 City Council agenda has been posted. Chair Allsup encouraged WHAC members to be in attendance at this meeting to show support.

**6. ADJOURNMENT**

Chair Allsup adjourned the meeting at 4:49PM.

By: \_\_\_\_\_  
RANDALL ALLSUP, CHAIR