

**MINUTES
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
May 1, 2024**

Members of the City of New Braunfels' Community Development Advisory Committee met on May 1, 2024, in the Tejas Rooms at New Braunfels City Hall. A quorum of the Community Development Advisory Committee was present.

Present: Robert Blythin, Tiffany Harris, Lianna McNeil, Chris Sanger, Nora Smith, and Jackie Whelpley

Absent: Jude Ariresike

Staff Present: Jennifer Gates, Grants Coordinator; Paula Harper, CDBG Consultant

Citizens Present: None

Agencies Present: San Antonio Food Bank, Crisis Center of Comal County, CASA of Central Texas, Big Brothers Big Sisters, Family Life Center, and NB Housing Partners

1. **WELCOME:** Robert Blythin, CDAC Chair, called the meeting to order at 6:02 PM.

2. **MINUTES:** Consider approval of April 3, 2024, minutes.

MOTION: Nora Smith moved to approve the April 3, 2024, minutes. Chris Sanger seconded the motion.

VOTE: Minutes from April 3, 2024, meeting were unanimously approved.

3. **CDBG:**

- A. Paula Harper presented a review of the PY23 grantees providing information on expenditures, beneficiary numbers, and any issues encountered.
- B. The CDAC members discussed the CDBG applications and came to a consensus on the amount of funding that will be recommended for each applicant to the City Council on June 24, 2024. Recommendations were developed using the PY23 CDBG grant amount since the PY24 grant amount had not been announced by HUD.
- C. HUD-eligible administration allocation of 20% of total grant amount was not subject to ranking by committee. CDAC's recommendations are as follows:

PUBLIC SERVICES: \$68,832 (15% Cap) Based on PY23 Grant Amount		
Big Brothers Big Sisters of South Texas, Inc.	\$13,000	Mentoring Programs for Children
CASA of Central Texas, Inc.	\$9,855	Advocacy for Abused and/or Neglected Children
Crisis Center of Comal County	\$10,000	Emergency Shelter – Staff Costs
Family Life Center	\$13,000	Emergency Rent and Utility Assistance
National Church Residences	\$10,000	Salary Support & Pantry Set-up & Supplies
San Antonio Food Bank	\$10,977	Emergency Food Assistance
The Salvation Army New Braunfels Corps	\$2,000	Case Management - Transitional Housing Program

HOUSING and PUBLIC FACILITIES (Grant Funding Balance): \$298,272 – Based on PY23 Grant Amount		
Comal County Habitat for Humanity	\$20,000.00	Weatherization and Aging in Place Minor Home Repairs
Crisis Center of Comal County	\$65,000.00	Pet Kennels & Dog Runs
NB Housing Partners	\$73,756.00	Pet Kennels, Fencing, Roof & Gutter Repairs
NB Youth Collaborative	\$59,897.50	HVAC; Electrical; Plumbing; Concrete for Mill Street
The Salvation Army New Braunfels Corps	\$79,618.50	Purchase and Installation of HVAC

MOTION: At conclusion of the discussion for Public Services, CDAC members voted on the recommended funding amount for National Church Residences; Lianna McNeil recused herself from voting due identified conflict of interest as an employee of the agency.

Tiffany Harris moved to approve the funding recommendation for National Church Residences as developed by CDAC. Motion was seconded by Nora Smith.

VOTE: The motion was unanimously approved.

MOTION: After conclusion of the vote for National Church Residences, all CDAC members voted on the remaining funding recommendations for Public Services as developed by CDAC.

Tiffany Harris moved to approve all funding recommendations as developed by CDAC. Motion was seconded by Robert Blythin.

VOTE: The motion was unanimously approved.

MOTION: At conclusion of the discussion for Public Facilities and Housing, Tiffany Harris moved to approve all funding recommendations as developed by CDAC. Motion was seconded by Robert Blythin.

VOTE: The motion was approved by five CDAC members; one member voted against the funding recommendations due to the committee's inclusion of funding for The Salvation Army. Motion for funding recommendations passed.

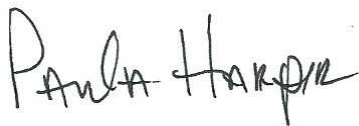
4. OTHER BUSINESS

A. There was no other business that was discussed.

5. NEXT MEETING: The next meeting will be on June 5, 2024, beginning at 6:00 PM.

6. ADJOURNMENT: Being no further business, the meeting adjourned 7:30 PM.

Respectfully submitted,



Paula Harper

CDAC ATTENDANCE CHART

Member	Dec. 6 th	Jan. 10 th	Feb. 7 th	Mar. 6 th	April 3 rd	May 1 st	June 5 th	Absent
Jude Airesike	X	X	X	X	X	A		1
Robert Blythin	X	X	X	X	X	X		0
Tiffany Harris	X	X	X	X	X	X		0
Lianna McNeil	A	X	X	X	X	X		1
Chris Sanger	X	X	X	X	X	X		0
Nora Smith	X	X	A	X	X	X		1
Jackie Whelpley	X	X	X	X	X	X		0
Vacant								
Vacant								

*Since the February 1st meeting had to be rescheduled to February 8th, no absences were counted.

From the By-Laws:

ARTICLE IV – TERMS

- A.** A committee member shall be assumed to have resigned his/her position, thereby forfeiting his/her unexpired term of office if, during the calendar year, he/she is absent three (3) consecutive times or a total of four (4) times in a calendar year, provided at least five (5) day notice of the meeting has been given.