

**MINUTES**  
**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE**  
**June 1, 2022**

Members of the City of New Braunfels' Community Development Advisory Committee met on June 1, 2022, in the Tejas Rooms at New Braunfels City Hall. A quorum of the Community Development Advisory Committee was present.

Present: Tommy Carden, Tiffany Harris, Pam Quidley, Kristy Sigman, and Nora Smith

Absent: Robert Blythin, Shae Burnett, and Patrick Lynch

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

Citizens Present: Christopher Willis, and Jim Holster

1. **WELCOME:** Tommy Carden, CDAC Chair, called the meeting to order at 6:04 PM.

2. **MINUTES:** Consider approval of the May 3, 2022, minutes.

**MOTION:** Pam Quidley moved to approve the May 3, 2022, minutes. Kristy Sigman seconded motion.

**VOTE:** Minutes from May 3, 2022, meeting were unanimously approved with the following changes:

1. For the Motion to approve the funding recommendations, Pam Quidley had seconded the motion rather than Shae Burnett as noted in the minutes.
2. The date for the next meeting was corrected to June 1, 2022.

3. **CDBG:**

A. Jennifer Gates announced the PY22 award of \$438,259. This is an increase of \$7,980 from the current year grant. This created an increase in the amount of all funding categories:

- I. Funding for Public Services was increased by \$1,197 for a total of \$65,738.85. The City made an administrative decision to increase the recommended funding amount for the Family Life Center's emergency rent and utility assistance; the total recommended award is now \$7,197.
- II. Funding for Housing and Public Facilities was increased by \$5,187 for a total of \$284,868.35. There were no adjustments to recommended subrecipient PY22 awards for this category.
- III. Funding for Administration was increased by \$1,596 for a total of \$87,651.80.

- B. Paula Harper reported that the draft PY22 Annual Action Plan would be out for public comment and review on July 7, 2022. The 30-day comment period will end on July 6, 2022.
- C. Jennifer Gates discussed the two public hearings for the Annual Action Plan; the first public hearing is on June 11, 2022, at 1:30 PM at the Westside Community Center, and the second public hearing is on June 27, 2022, at 6:00 PM at the City Council meeting at City Hall. CDAC members were encouraged to attend the public hearings.
- D. Paula Harper reviewed the progress report for PY21 subrecipient agencies.

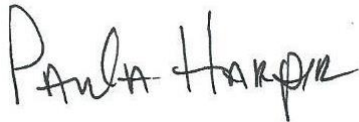
4. **OTHER BUSINESS**

- A. Tommy Harden did not have any updates from the Workforce Housing Advisory Committee. The committee has a meeting scheduled later in June and there should be updates provided at the August meeting.

5. **NEXT MEETING:** The next meeting will be on August 3, 2022, beginning at 6:00 PM. There will not be a meeting in July.

6. **ADJOURNMENT:** Being no further business, the meeting adjourned 6:29 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Paula Harper". The signature is written in a cursive, flowing style.

Paula Harper

## CDAC ATTENDANCE CHART

Member	Dec. 2 <sup>nd</sup>	Jan. 6 <sup>th</sup>	Feb. 3 <sup>rd</sup>	Mar. 3 <sup>rd</sup>	April 6 <sup>th</sup>	April 19 <sup>th</sup>	May 3 <sup>rd</sup>	June 1 <sup>st</sup>	Aug. 3 <sup>rd</sup>	Additional Meeting	Absent
Robert Blythin	X	A	X	X	X	X	X	A			2
Shae Burnett	X	A	A	X	X	A	X	A	<i>Vacant</i>	<i>Vacant</i>	4
Tommy Carden	X	X	X	X	X	X	X	X			0
Cate Cardenas	X	A	X	A	A	X	X	<i>Vacant</i>	<i>Vacant</i>	<i>Vacant</i>	3
Tiffany Harris	X	X	A	X	X	A	X	X			2
Patrick Lynch, Jr.	N/A	N/A	X	X	X	X	X	A			1
Pam Quidley	N/A	N/A	N/A	X	X	X	X	X			0
Kristy Sigman	N/A	N/A	N/A	X	X	A	X	X			1
Nora Smith	X	X	X	X	X	X	X	X			0

### 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.