



LEWISVILLE

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**MINUTES  
COMMUNITY DEVELOPMENT BLOCK GRANT  
ADVISORY COMMITTEE (CDBG AC)**

**Tuesday, February 20, 2024**

The Community Development Block Grant Advisory Committee convened at 6:30 p.m. in the Development Services Conference Room, Chris Crawford presiding.

**Committee Members**

**Present:**

Chris Crawford, Chair  
Kathi Stock, Vice Chair  
Edora Butler  
Timothy Fields

**Committee Members**

**Absent:**

Duff Taylor  
Robyn Johnston

**Staff Members**

**Present:**

Rachel Hiles, Grants Specialist  
Elena Shehan, Grants Coordinator

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**Item 1:** Chris Crawford, Committee Chair, called the meeting to order without the presence of a quorum at 6:36 p.m. to receive presentations though no decisions could be made.

**Item 4:** Thomas Harris, City Secretary, presented on functions of advisory committees, overseeing powers & duties, attendance, rules of order, motions, and public comments.

**Item 2:** Chris Crawford announced the presence of a quorum at 6:54 p.m. The committee reviewed the minutes of December 12, 2023. Kathi Stock moved to approve the minutes; Edora Butler seconded the motion. The minutes were approved unanimously.

**Item 3:** There were no requests to speak before the committee for the Visitor/Citizens Forum.

**Item 5:** David Erb, Director of Finance, and Ashley Carlisle, Budget Manager, presented the 2024 Bond Program and answered committee questions.

**Item 6:** Elena Shehan, Grants Coordinator, provided an update on the Minor Housing Rehab Program. She outlined a brief history of the program and its funding allocation, applicant eligibility, the timeline for the upcoming application, and accessibility efforts for multi-language documentation and promotion.

**Item 7:** Rachel Hiles, Grants Specialist, provided the committee with reference materials pertinent to the role of committee members and informed them on procedure changes for future public hearings.

**Item 8:** The committee reviewed the timeline for the PY24/25 Social Service Funds Grant and discussed the possibility of moving the March meeting date to allow for more time to review

applications. Rachel Hiles provided instruction on how to complete the weighted scoring item based on the social service category.

**Item 9:** Timothy Fields moved to adjourn the meeting; Kathi Stock seconded the motion. Meeting was adjourned at 8:16 p.m.

Respectfully Submitted,

Rachel Hiles  
Grants Specialist



Chris Crawford  
Committee Chair

