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

**Tuesday, June 18, 2024**

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

**Committee Members**

**Present:**

Edora Butler, Vice Chair  
Duff Taylor  
Timothy Fields  
Breanne Jackson  
Akber Allana

**Committee Members**

**Absent:**

Kathi Stock, Chair

**Staff Members**

**Present:**

Rachel Hiles, Grants Specialist  
Elena Shehan, Grants Coordinator

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**Item 1:** Edora Butler, Committee Vice Chair, called the meeting to order in the presence of a quorum at 6:40 p.m.

**Item 2:** The committee reviewed the minutes of May 21, 2024. Timothy Fields moved to approve the minutes; Duff Taylor seconded the motion. The minutes were approved unanimously.

**Item 3:** The committee revisited the 2024-2025 Social Services Grant Fund award recommendation as approved in the previous meeting. Rachel Hiles, Grants Specialist, provided a review of the process of finalizing the award decisions following committee approval of their recommendation. Staff presented a concern that had been noted during staff review of the recommendation and then presented the options for adjusting the recommendation to account for this concern. The committee discussed the options and agreed upon amending the recommendation.

Timothy Fields moved to approve the amended recommended budget for the 2024-2025 Social Service Grant; Duff Taylor seconded the motion. The amended recommendation was approved unanimously.

**Item 4:** Elena Shehan, Grants Coordinator, provided an update to the proposed CDBG Public Infrastructure projects for the 2024-2025 funding year. She outlined funding adjustments between existing projects and updates the potential new projects highlighted last meeting. She updated on which projects might not be possible this funding year due to delayed communication with potential partners, and overviewed a new potential project upgrading the playground space for Creekside Manufactured Home Community. The committee received an overview of HOME

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funding and how this award will be broken out into different projects for the upcoming year. The committee voiced support for the proposed Creekside playground project.

**Item 5:** There were no requests to speak before the committee for the Visitor/Citizens Forum.

**Item 6:** Duff Taylor moved to adjourn the meeting; Timothy Fields seconded the motion. Meeting was adjourned at 7:39 p.m.

Respectfully Submitted,

*Rachel Hiles*

Rachel Hiles  
Grants Specialist

*Kathi Stock*

Kathi Stock  
Committee Chair