



Community Development Commission

Minutes

November 07, 2024, at 6:00PM

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CITY SECRETARY
DALLAS, TEXAS

Agenda ID: 241013

Dallas City Hall, 1500 Marilla Street, Council Briefing Room 6ES

CISCO WebEx Link: <https://bit.ly/3Ybt0cv>

Telephone: (469) 210-7159

Access Code: 2496 652 8927 Password: GJssmBvq333

Melanie Rubin PRESIDING

PRESENT: 9

Melanie Rubin, Chair, at Large	
Goldenstene Davis, Sr., District 1	Todd Howard, District 9*
Michael Sitarzewski, District 2*	Vacant, District 10
Vacant, District 3	Vacant District 11
Vacant, District 5	Philip Glauben, District 12*
Arnulfo Garza, District 6*	Yesenia Mendez, District 13**
Zhen Barrientos, Vice Chair, District 7*	Rosanne Mills, District 14*
Vacant, District 8	

ABSENT: 1

Oliver Black, District 4

*Note: Members of the Community Development Commission participated in this meeting by video conference.

**Note: Indicates arrival time after meeting called to order/reconvened

Chair Rubin called the meeting to order at 6:00 p.m. with a quorum of the Community Development Commission (CDC) present.

The meeting agenda, posted in accordance with Chapter 551, "OPEN MEETINGS", of the Texas Government Code, was presented.

APPROVAL OF MINUTES

Commissioner Glauben made a motion to adopt the minutes from the October 10, 2024, meeting as presented, and Commissioner Davis seconded the motion. The commission approved the minutes without any edits or changes.

PUBLIC SPEAKERS: None

MEETING ACTIONS

**Community Development Division Report
(BMS)**

Budget & Management Services

Chan Williams, Assistant Director

Chan Williams, Assistant Director of Budget & Management Services, provided the following updates on the Community Development Block Grant (CDBG) timely expenditure requirements:

- To comply with HUD rules, CDBG funds must be spent in a timely manner, ensuring the City's CDBG line of credit does not exceed 1.5 times its most recent CDBG allocation.
- On August 2, 2024, the City failed to meet the CDBG timeliness test, with a ratio of 2.01 times the latest allocation—\$7.1 million over the maximum allowed under HUD regulations.
- HUD required the City of Dallas to submit a workout plan by October 18, 2024. This plan had to include a monthly forecast of CDBG expenditures for FY 2024-25, demonstrating compliance with the line of credit requirements by August 2, 2025.
- The City submitted the workout plan, which HUD has accepted.

Chair's Report

- Chair Rubin requested that the Public Services, HOPWA & ESG committee and the Public Improvements committee set meeting dates.

Vice-Chair's Report

- Vice Chair Barrientos expressed appreciation for the work of the commission and staff.

CDC Committee Report – Citizen Participation / Policy and Procedure Committee

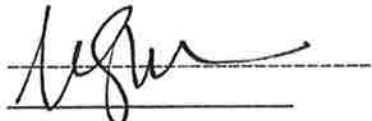
- Chair Mills reported that the Citizen Participation / Policy and Procedure Committee met on October 22nd at City Hall. Chair Mills reported that the committee reviewed updates to the FY 2025-26 Neighborhood Public Meeting Communication Plan, including dates, times, formats, and flyers.
- Community Development Coordinator, Victor Salazar, presented the FY 2025-26 Communication Plan.
- The Community Development Commission approved the FY 2025-26 Communication Plan, including dates, times, locations, and flyers.

ANNOUNCEMENTS

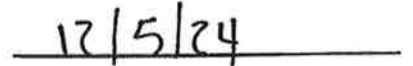
- Commissioner Garza provided a presentation on grants and grant writing workshops.
- Chair Rubin announced and shared her appreciation that Commissioner Davis has agreed to serve as Vice Chair of both the Public Improvements Committee and the Fiscal Monitoring Performance Standards Committee.

ADJOURNMENT

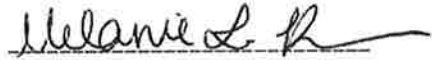
After all the business of the Community Development Commission had been considered, Commissioner Davis moved to adjourn the meeting. The motion was seconded by Commissioner Davis, and was unanimously accepted. Chair Rubin adjourned the Community Development Commission meeting at 6:44 p.m.



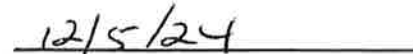
Drafted by:
Victor Salazar, Community Development Coordinator
Office of Budget & Management Services



Date



Approved by:
Melanie Rubin, Chair
Community Development Commission



Date

Attachments:

Video Link:

<https://dallascityhall.webex.com/recording/service/sites/dallascityhall/recording/8991c6c97f8e103dbed6c6ec4077865b/playback>

Community Development Commission (CDC) Monthly Meeting
ATTENDANCE RECORD

TYPE OF MEETING: Regular Meeting

MEETING DATE/TIME: Thursday, December 5, 2024 at 6:00 P.M.

LOCATION: Dallas City Hall, Conference Room 6ES Videoconference

LINK: <https://bit.ly/4gV39wl>

<u>MEMBERS</u>	<u>PRESENT</u>	<u>ABSENT</u>
Melanie Rubin	✓	
Goldenstene Davis, Sr.	✓	
Michael Sitarzewski	✓	
Oliver Black	✓	
Arnulfo Garza	✓	
Zhen Barrientos	✓	
Todd Howard	✓	
Philip Glauben	✓	
Yesenia Mendez	✓	
Rosanne Mills	✓	

Vacancies: 5

for a Quorum: 6



Chair/Presiding Officer: Melanie Rubin



Approving Staff Name: Chanillen Williams
Title: Assistant Director
Department: Budget & Mgmt. Services