

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF MCALLEN

The McAllen Community Development Board convened in a regular meeting on **Thursday, December 19, 2024** in the City Commission Chambers, 3rd Floor, City Hall, 1300 Houston, McAllen, Texas at 5:30 P.M. with the following present:

	Alex Lamela	Vice-Chair
	Mirna Pearson	Secretary
	Joe A. Califa	Member
	Carolina Civarolo	Member
	Jose R. Gutierrez	Member
	Andrea L. Rodriguez	Member
	Jaime Solis	Member
	Madeleine Aubrey Treu	Member
Absent:	Erica Perez	Chairperson
	Alejandro Aguirre	Member
	Conrado Ito Alvarado III	Member
	Mathew P. Gabriel	Member
	Leonel Guerrero	Member
	Karen Valdez	Member
Staff:	Julia Lash	Director of Grant Administration
	Priscilla Avila	Asst. Director of Grant Administration
	Christina Garcia	Program Coordinator
	Natalie Manzanares	Housing Program Coordinator
	Ryan Patlan	Program Coordinator
	Crystal Montemayor	Administrative Assistant
	Michelle Rivera	Assistant City Manager
	Martin Canales	Assistant City Attorney III

Call to Order

Vice-Chair Alex Lamela called the meeting to order at 5:32 P.M.

1. Invocation.

Michelle Rivera delivered the invocation.

2. Approval of Meeting Minutes

Jaime Solis moved to table the approval of meeting minutes. Mirna Pearson seconded the motion. All voted in favor of tabling the minutes with no abstentions and no objections; motion passed.

3. Discussion of Neighborly Implementation

Julia Lash advised the committee that the 2025-2026 funding applications for CDBG, ESG and HOME would be available through a new software system. Ms. Lash stated the application is now available through Neighborly software and it is in the implementation stage of the application. She further stated that the software allows staff to generate reports, allows subrecipients to submit and track status of payment, as well as monthly reports. Ms. Lash stated a training will be provided to the CD members on January 8, 2024 on how to navigate the system.

4. Discussion of CDBG, ESG and HOME Applications

Ms. Lash stated that staff is working on finalizing the CDBG, HOME and ESG application into the new portal. Ms. Lash stated that there would be a late start on the availability of the application, as training is needed for staff to navigate the system, as well as training for the applicants. The application is anticipated to go live at the beginning of January.

5. HUD Programs Update

a. CDBG/CV

Christina Garcia provided the committee a status update on the amount of CDBG funds available in the treasury and the amount of funds that needs to be depleted by August 2, 2025 in order to meet ratio. Ms. Garcia stated that both, Departments and Subrecipients, have been made aware of the urgency to meet the ratio this year and were notified to submit request for payments as soon as possible.

Ms. Garcia also provided the amount of funds available for CDBG-CV. Ms. Lash advised the committee that the uncommitted funds available for CV would be used to fund a connectivity trail.

b. HOME/HOME ARP

Natalie Manzanares informed members that HOME funds have been frozen since September 2022. Staff has with working with HUD headquarters and have been provided training to revise the HOME underwriting to improve the program.

Ms. Manzanares went on to discuss that HOME ARP was a one-time allocation received in 2021 for supportive services. Ms. Manzanares stated the rental assistance program for these funds is expected to kick off in the month of January.

c. ESG

Ms. Manzanares advised the committee that she is working on expending funds for the 2023 program year awarded to Women Together and The Salvation Army. Ms. Manzanares informed the committee that they are currently going through a substantial amendment for Women Together to reprogram \$8,500 from Emergency Shelter to HMIS and Catholic Charities is changing the scope of project from Rapid Rehousing to Homeless Prevention. Ms. Manzanares further stated that for the 2024 program year, Catholic Charities was awarded for Homeless Prevention, Women Together and The Salvation Army were awarded Emergency Shelter, and Catholic Charities, Women Together and the City of McAllen were awarded HMIS funds. Ms. Manzanares advised the committee about the Point In Time Study. Ms. Manzanares and Ms. Lash entertained questions the committee had regarding the study and encouraged the committee to be a part of the count if available.

6. Discussion of CAPER

Ms. Lash informed members that the Consolidated Annual Performance and Evaluation Report (CAPER) is the annual report that entails the accomplishments for the program year. Ms. Lash stated staff has been working on entering beneficiaries served and dollars amount spent for the 2023-2024 program year. The CAPER report should be ready for submission on December 23, 2024.

7. Committee Member' Terms and Roles

Ms. Lash stated Madeleine Aubrey Treu, Jose Gutierrez, Alejandro Aguirre, Mirna Person and Carolina Civarolo's term would end in December and if they wished to continue serving on the

board, for them to contact City Secretary's Office. Ms. Lash stated once members are reappointed, then they will seek election of officers.

8. FY 2024-2025 Calendar

Julia provided the committee a calendar of events for the whole funding cycle and asked the committee to make note of the required meetings. Ms. Lash stated that attendance is very important and quorum is needed to meet HUD deadlines.

a. Tentative – CD Meeting TBD – City Commission Room, 3rd Floor, City Hall B

b. Proposed Neighborly Technical Assistance Training: TBD

Ms. Lash advised that the technical assistance is intended for January 8, 2024 and it would be during working hours.

c. Proposed Applications Due Date: Friday, February 7, 2025

Ms. Lash stated that February 7, 2025 is the deadline, however it may be extended one more week if applicants due to the new software.

9. Adjournment of CDBG Business

Jose Gutierrez moved to adjourn CDBG business. Mr. Solis seconded the motion. All voted in favor of adjourning CDBG business. CDBG business adjourned at 6:10 P.M.

10. Discussion of PALM Business

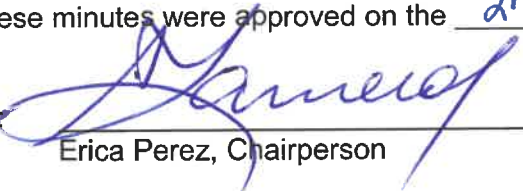
This item was dispensed.

11. Adjournment

Mr. Soliz moved to adjourn the meeting. Ms. Civarolo seconded the motion. All voted in favor of adjourning with no abstentions and no objections. The meeting adjourned at 6:11 P.M.

These minutes were approved on the 27th day of February, 2025.

By:


Erica Perez, Chairperson

Attest:


Madeleine Treu, Board Member