



# College Station, TX

## Meeting Agenda

**CDBG Public Service Agency Funding Review Committee**  
**1101 Texas Avenue, College Station, Texas 77840**  
**Internet: [www.microsoft.com/microsoft-teams/join-a-meeting](http://www.microsoft.com/microsoft-teams/join-a-meeting)**  
**Meeting ID: 255 235 830 972 9 | Passcode: 7CF35d2x**  
**Phone: 833-240-7855 / Phone Conference ID: 560 636 396#**

The City Council may or may not attend this meeting.

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<b>May 12, 2025</b>	<b>4:00 PM</b>	<b>1938 Executive Conference Room</b>
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**1. Call meeting to order.**

2. Agenda Items

- 2.1. Presentation, discussion, and possible action regarding Recognition of Affidavits Filed in Response to State Law on Disclosure of Local Officials Conflict of Interests.
- 2.2. Presentation, discussion, and possible action of Minutes from April 21, 2025 Public Meeting.  
**Attachments:** 1. April 21, 2025
- 2.3. Presentation, discussion, and possible action regarding RFP 25-059 and Committee Review Process.
- 2.4. Presentation, discussion, and possible action regarding Committee Ranking, Scoring, and Funding Recommendation Process.
- 2.5. Presentation, discussion, and possible action regarding proposals submitted in response to RFP 25-059 for Community Development Block Grant Public Service Agency Funding and agency site visits.

**3. Discussion and possible action on future agenda items.**

A member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

**4. Adjourn.**

The Committee may adjourn into Executive Session to consider any item listed on the agenda if a matter is raised that is appropriate for Executive Session discussion.

I certify that the above Notice of Meeting was posted on the website and at College Station City Hall, 1101 Texas Avenue, College Station, Texas, on May 8, 2025 at 5:00 p.m.

City Secretary

This building is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are asked to contact the City Secretary's Office at (979) 764-3541, TDD

at 1-800-735-2989, or email [adaassistance@cstx.gov](mailto:adaassistance@cstx.gov) at least two business days prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least two business days prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

**Penal Code § 30.07. Trespass by License Holder with an Openly Carried Handgun.**

"Pursuant to Section 30.07, Penal Code (Trespass by License Holder with an Openly Carried Handgun) A Person Licensed under Subchapter H, Chapter 411, Government Code (Handgun Licensing Law), may not enter this Property with a Handgun that is Carried Openly."

**Codigo Penal § 30.07. Traspasar Portando Armas de Mano al Aire Libre con Licencia.**

"Conforme a la Seccion 30.07 del codigo penal (traspasar portando armas de mano al aire libre con licencia), personas con licencia bajo del Sub-Capitulo H, Capitulo 411, Codigo de Gobierno (Ley de licencias de arma de mano), no deben entrar a esta propiedad portando arma de mano al aire libre."



**Minutes**  
**CDBG Public Service Agency Funding Review Committee**  
***Public Service Agency Funding for FY2024-2025***  
**April 21, 2025**

**Committee Members Present:** Danny Wiseman, Cheletia Johnson, Shawn Dunham, Jordan Faust, and Suzanne Droleskey

**Committee Members Absent:** Carla Robinson

**City Staff Present:** Community Development Administrator David Brower, Community Development Analyst Raney Whitwell, Community Development Intern Jackson Reasoner, Development Services Administration Manager Bridgette George

**1. Call meeting to Order and Consider Absence Requests**

Committee Member Wiseman called the meeting to order at 4:06 p.m.

There were no absence requests to consider.

**2. Hear Visitors**

There were no visitors present.

**3. Agenda Items**

**3.1 Introductions.**

The committee members and staff introduced themselves.

**3.2 Presentation, discussion, and possible action regarding Recognition of Affidavits Filed in Response to State Law on Disclosure of Local Officials Conflict of Interests.**

Administrator Brower discussed perceived conflict of interest disclosures with the Committee Members.

**3.3 Presentation, discussion, and possible action of Minutes from the April 15, 2024, Public Meeting.**

**Committee Member Johnson moved to approve the minutes, Committee Member Dunham seconded the motion, motion passed 4-0.**

**3.4 Presentation, discussion, and possible action regarding the Community Development Block Grant and Public Service Agency Funding.**

Administrator Brower briefly summarized the CDBG grant funding process and federal funding requirements, reminding the Committee members that staff reviews all proposals to make sure they meet all the federal requirements.

### **3.5 Presentation, discussion, and possible action regarding RFP 25-059 and Committee Review Process.**

Administrator Brower stated that recommendations will be needed by June 2, 2025, to be able to put out public notices for public comments and to make the City Council meeting July 10<sup>th</sup> for budget and funding review.

The following Committee Members volunteered for the following nonprofits for site visits.

- Suzanne Droleskey – Brazos County Health District
- Jordan Faust – Big Brothers Big Sisters of South Texas – Brazos Valley Branch
- Cheletia Johnson – Unlimited Potential
- Danny Wiseman – Brazos Maternal and Child Health Clinic and the Salvation Army
- Shawn Dunham – Catholic Charities of Central Texas
- Carla Robinson – United Way of Brazos Valley

### **3.6 Presentation, discussion, and possible action regarding future meeting and site visit dates and times.**

Administrator Brower stated that he will work with Committee Members to set up a calendar with days and times for site visits, allowing the Committee the opportunity to attend additional sites that they are interested in or able to visit.

- May 5<sup>th</sup> @ Noon: Committee Member questions for agencies due to Administrator Brower.
- May 8<sup>th</sup> @ 10:00 a.m.: Agency responses to Committee Member questions are due.
- May 8<sup>th</sup> & 9<sup>th</sup>: Site visits will be scheduled based on assigned Committee Member availability. All members are welcome to attend any site visit.
- May 12<sup>th</sup> @ 4:00 p.m.: Committee Meeting at City Hall to review half of the proposal and site visits.
- May 19<sup>th</sup> @ Noon: Committee Meeting at City Hall to review the remaining proposals and site visits. Will rank proposals and make funding recommendations if time allows.
- May 27<sup>th</sup> @ 4:00 p.m.: Tentative Committee Meeting to rank proposals and make funding recommendations.

### **3.7 Presentation, discussion, and possible action regarding Committee Ranking, Scoring, and Funding Recommendation of Process.**

There was general discussion among the Committee Members regarding this ranking, scoring and funding recommendation process.

## **4. Discussion and possible action of future agenda items.**

There was a brief discussion regarding the May 19<sup>th</sup> meeting on making funding recommendations and a potential meeting on May 27<sup>th</sup> if it is needed to finalize recommendations.

**5. Adjourn**

**Committee Member Johnson moved to adjourn the meeting, Committee Member Dunham seconded, the meeting adjourned at 5:21 p.m.**

**Approved:**

**Attest:**

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Bridgette George, Board Secretary  
Planning & Development Services