



CITY OF DENTON COMMUNITY SERVICES ADVISORY COMMITTEE MINUTES  
January 13, 2023

After determining that a quorum was present, the Community Services Advisory Committee of the City of Denton, Texas convened in a Regular Meeting on Friday, January 13, 2023, at 12:02 p.m. in Training Rooms 1 and 2 at the Development Services Center, 401 N. Elm Street, Denton, Texas.

**Members Present:** Chair Roy Onyebetor, Pat Cheek, Kamyon Conner, Janel Salinas, Dale Tampke, Drew Christ, Katherine Lester, Lilyan Prado Carillo, and Janet Scott-Harris

**Members Absent:** Chair Hannah Garcia, and Mark Courts

**ITEMS FOR CONSIDERATION**

**A. CSAC 23-001 Receive nominations and elect a Chair and Vice Chair.**

Chair Onyebetor requested nominations for Chair.

**Member Tampke moved to nominated Hannah Garcia as Chair. Member Cheek seconded. The motion carried.**

AYES (8): Chair Roy Onyebetor, and Members Pat Cheek, Kamyon Conner, Janel Salinas, Dale Tampke, Drew Christ, Katherine Lester, Lilyan Prado Carillo, and Janet Scott-Harris

NAYS (0): None

Chair Onyebetor requested nominations for Vice Chair.

**Member Cheek moved to nominated Roy Onyebetor as Vice Chair. Member Conner seconded. The motion carried.**

AYES (8): Chair Roy Onyebetor, and Members Pat Cheek, Kamyon Conner, Janel Salinas, Dale Tampke, Drew Christ, Katherine Lester, Lilyan Prado Carillo, and Janet Scott-Harris

NAYS (0): None

**B. CSAC 23-002 Consider approval of the minutes of December 9, 2022.**

Chair Onyebetor requested a motion to approved the minutes of the December 9 CSAC meeting. Member Scott-Harris requested an amendment to the minutes stating her abstention from approving minutes at the December meeting.

**Member Tampke moved to approve the December 9 minutes of the CSAC meeting as amended. Member Scott-Harris seconded the motion. The motion carried.**

AYES (8): Chair Roy Onyebetor, and Members Pat Cheek, Kamyon Conner, Janel Salinas, Dale Tampke, Drew Christ, Katherine Lester, Lilyan Prado Carillo, and Janet Scott-Harris

NAYS (0): None

C. CSAC 22-003 Consider approval of the Community Services Advisory Committee's 2023 meeting schedule through December 31, 2023.

Members agreed to continue the current schedule of meeting the second Friday of the month at 12 p.m. Chair Onyebetor requested a motion to approved the meeting schedule.

**Member Tampke moved to approve the CSAC meeting schedule of every second Friday of the month at 12 p.m. Member Prado-Carillo seconded the motion. The motion carried.**

AYES (8): Chair Roy Onyebetor, and Pat Cheek, Kamyon Conner, Janel Salinas, Dale Tampke, Drew Christ, Katherine Lester, Lilyan Prado Carillo, and Janet Scott-Harris

NAYS (0): None

D. CSAC 23-004 Receive a report, hold a discussion, and give staff direction on funding priorities for the 2023-2024 Community Development Grant Program.

Staff provided a presentation outlining the City's current Consolidate Plan goals, summarizing various community needs assessments and reviewing available available American Rescue Plan State and Local Fiscal Recovery Funds (ARP-SLFRF) for Nonprofit Capacity Support. Staff requested direction from the committee regarding prioities for consideration when reviewing Community Development Grant Program funding applications for 2023/24, and regarding the aministration of ARP-SLFRF dollars.

The committee deliberated at length over funding priorities for the 2023-2024 Community Development Grant program. Ultimately, the committee agreed to not provide any final direction to staff and continue the discussion in later meetings. Regarding ARP-SLFRF dollars, the committee agreed to funds independent of the Community Development Grant Program.


E. CSAC 23-005 Receive a report, hold a discussion, and give staff direction regarding the 2023-2024 Community Development Grant Program application process.


Staff provided an update regarding the release of the current 2023-2024 Community Development Grant Program application process and proposed scoring rubric. Staff requested direction from the committee regarding the frequency, duration and dates for presentation meetings. Committee members provided commentary regarding the proposed scoring rubric for applications, and requested staff validate the completion of submitted applications prior to committee scoring. The committee agreed to receive presentations from applications in-person over two (2) Saturday meetings.

F. CSAC 23-006 Receive a report, hold a discussion, and give staff direction regarding the City of Denton HOME-ARP funding application.

Staff provided an update on the timeline for administering HOME-ARP funds and reviewed the draft subrecipient application and program guidelines. The committee provided direction regarding the maximum number of subrecipients, and inquired about wraparound services.

With no other business, the meeting was adjourned at 1:49 p.m.

  
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ROY ONYEBETOR  
VICE CHAIR  
CITY OF DENTON, TEXAS

  
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COURTNEY DOUANGDARA  
DEPUTY DIR. OF COMMUNITY SERVICES  
CITY OF DENTON, TEXAS

MINUTES APPROVED ON 2/10/2023



## City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
[www.cityofdenton.com](http://www.cityofdenton.com)

### AGENDA INFORMATION SHEET

**DEPARTMENT:** Community Services

**CM/ DCM/ ACM:** Frank Dixon, Assistant City Manager

**DATE:** February 10, 2023

#### **SUBJECT**

Receive a report, hold a discussion, and give staff direction regarding the 2023-2024 Community Development Grant Program application process.

#### **BACKGROUND**

In January 2023, the Community Services Advisory Committee (CSAC) agreed to receive presentations from applicants for the 2023-2024 Community Development Grant Program in-person over two (2) Saturday meetings.

#### **DISCUSSION**

##### **Application Training**

A representative from Neighborly Software will provide virtual training to committee members. The training will include step-by-step directions for committee members to access the Neighborly Software system to review and score funding applications.

##### **Available Funding**

An overview of estimated available funding for the 2023-2024 Community Development Grant Program is provided below. Funding amounts for Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Program are estimates based on 2022-2023 funding and may change.

FUNDING SOURCE	FUNDING	SET-ASIDES	23-24 CSAC ALLOCATION
Community Development Block Grant	925,725.00		
Community Development Block Grant - Program Income <sup>1</sup>	10,000.00		
Community Development Block Grant – Administration <sup>2</sup>		187,145.00	
Community Development Reallocated Funds	103,253.43		
CDBG <sup>3</sup> TOTAL	1,038,978.43	187,145.00	851,833.43
HOME Investment Partnership Grant	503,797.00		
HOME Investment Partnership Grant - Program Income <sup>1</sup>	68,355.93		
HOME Investment Partnership Grant – Administration <sup>2</sup>		50,379.00	
HOME Reallocated Funds			
HOME TOTAL	572,152.93	50,379.00	521,773.93
General Funds	2,210,382.00		
General Funds – Administration		919,682.00	
General Funds – Homeless Initiatives		703,450.00	
General Funds – Development Fee Grant		225,000.00	
GF TOTAL	2,210,382.00	1,848,132.00	362,250.00
<b>TOTAL</b>	<b>3,821,713.36</b>	<b>2,085,656.00</b>	<b>1,735,857.36</b>