



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, February 9, 2024, at 12:00 p.m. in Training Rooms 1 and 2 at the Development Services Center, 401 N. Elm Street, Denton, Texas.

MEMBERS PRESENT: Members Hannah Garcia, Janet Scott-Harris, Wandaliz Turner, Kamyon Conner, Drew Christ, Sharon Kremer and Lilyan Prado-Carillo

MEMBERS ABSENT: Members Dale Tampke, and Connor Hall

Called to order 12:00 p.m. by Chair Hannah Garcia with six members present. Member Prado-Carillo had not yet arrived.

1. ITEMS FOR INDIVIDUAL CONSIDERATION

A. CSAC 24-001 - Receive nominations and elect a Chair and Vice Chair.

Chair Hannah Garcia requested nominations for Chair of the committee.

Member Scott-Harris moved to appoint Member Hannah Garcia as Chair. Member Christ seconded the motion. The motion carried.

AYES (6): Members Hannah Garcia, Janet Scott-Harris, Wandaliz Turner, Kamyon Conner, Drew Christ and Sharon Kremer

NAYS (0): None

Chair Hannah Garcia requested nominations for Vice Chair of the committee.

Member Scott-Harris moved to appoint Member Drew Christ as Vice Chair. Member Conner seconded the motion. The motion carried.

AYES (6): Members Hannah Garcia, Janet Scott-Harris, Wandaliz Turner, Kamyon Conner, Drew Christ and Sharon Kremer

NAYS (0): None

B. CSAC 24-002 - Consider approval of the minutes of November 17, 2023.

Chair Hannah Garcia requested a motion to approve the November minutes.

Member Scott-Harris moved to approve the minutes. Member Kremer seconded the motion. The motion carried.

AYES (6): Members Hannah Garcia, Janet Scott-Harris, Wandaliz Turner, Kamyon Conner, Drew Christ and Sharon Kremer

NAYS (0): None

C. CSAC 24-003 - Consider approval of the Community Services Advisory Committee's 2024 meeting schedule through December 31, 2024.

Member Prado-Carillo arrived.

Chair Hannah Garcia moved to approve a meeting schedule of the second Friday of the month at 12 p.m. Member Prado-Carillo seconded the motion. The motion carried.

AYES (7): Members Hannah Garcia, Janet Scott-Harris, Wandaliz Turner, Kamyon Conner, Drew Christ, Sharon Kremer and Lilyan Prado-Carillo

NAYS (0): None

Staff requested members' preference for a Special Called Meeting to receive presentations from applicants to the 2024/25 Community Development Grant Program. The consensus was a preference for March 30.

D. CSAC 24-004 - Receive a report, hold a discussion and give staff direction regarding the 2024-2025 Community Development Grant program application process.

Staff provided an analysis of applications received, including staff scoring and evaluation of outcome measure submitted. Staff informed the committee of applications not moving forward due to ineligibility and reviewed general observations that will be used to improve the application in the future. Committee members received training regarding how to view and score applications in the Neighborly Software system.

Staff requested direction regarding one application that scored far below the others. The committee directed staff to not move the application forward, and to invite the applicant organization to attend future cohorts of the Nonprofit Management Certificate Program.

E. CSAC 24-005 - Receive a report and hold a discussion regarding 2022-2023 City of Denton grant funding activity reporting.

Staff provided a year-end report of Community Development Grant Program activities, including performance and financial expenditure data. Staff also reviewed the process for monitoring funding recipients throughout the grant year. Committee members asked questions regarding how staff works with agencies that are out of compliance or who fall behind on spending. Staff provides technical assistance to agencies with staff turnover or other barriers to help them come into compliance.

- F. CSAC 24-006 - Receive a report, hold a discussion, and give staff direction regarding acceptance or denial of the Human Services Application submitted by Denton City County Day School after the application due date.

Staff requested committee direction regarding a late application. On January 17, 2024, Staff received a request from Denton City County Day School (DCCDS) to submit a late application. Staff informed DCCDS that a late application could be submitted for the committee's consideration. However, the committee would make the final decision on whether the application would be reviewed and scored. The committee directed staff to proceed with a one-time acceptance of a late application from the organization.

2. CONCLUDING ITEMS

- A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Community Services Advisory Committee or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting and under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

Staff introduced the newly appointed committee member, Sharon Kremer. Member Kremer introduced herself to the group and provided a brief biography.

With no other business, the meeting adjourned at 1:02 p.m.



HANNAH GARCIA
CHAIR
CITY OF DENTON, TEXAS



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

MINUTES APPROVED ON

March 20, 2024