



City of Denton

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Meeting Agenda

Community Services Advisory Committee

Friday, May 2, 2025

12:00 PM

Development Service Center

SPECIAL CALLED MEETING

After determining that a quorum is present, the Community Services Advisory Committee will convene in a Special Called Meeting on Friday, May 2, 2025, at 12:00 p.m. in Training Rooms 1 and 2 at the Development Service Center, 401 N. Elm Street, Denton, Texas at which the following items will be considered:

1. ITEMS FOR CONSIDERATION

- A. [CSAC25-014](#) Consider approval of the minutes of March 14, 2025.

Attachments: [Exhibit 1 - CSAC Minutes March 14, 2025](#)

- B. [CSAC25-015](#) Receive a report, hold a discussion, and give staff direction regarding funding recommendations for the 2025-2026 Community Development Grant Program.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 - Grant Application Summary Details](#)

- C. [CSAC25-016](#) Consider approval of recommendations to City Council regarding the 2025-26 Community Development Grant Program.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 - Grant Application Summary Details](#)

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.

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on April, 28, 2025, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.



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Legislation Text

File #: CSAC25-014, **Version:** 1

Consider approval of the minutes of March 14, 2025.



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, March 14, 2025, 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 Dale Tampke, Tracey Long, Kamyon Conner, and Wandaliz Turner

MEMBERS ABSENT: Members Janet Scott-Harris

Called to order 12:06 p.m. by Chair Dale Tampke with four members present.

1. ITEMS FOR INDIVIDUAL CONSIDERATION

A. CSAC 25-011 – Consider approval of minutes of February 21, 2025.

Chair Dale Tampke requested a motion to approve the minutes as listed.

Member Tracey Long moved to approve the minutes. Member Wandaliz Turner seconded the motion. The motion carried.

AYES (4): Members Dale Tampke, Tracey Long, Kamyon Conner, and Wandaliz Turner

NAYS (0): None

ABSTENSIONS: (0) None

B. CSAC 25-012 – Receive a report and hold a discussion regarding the Community Development Grant Program application process.

Committee members discussed the application process for the 2025-26 program year. Chair Tampke recommended to update the Funding Recommendation Calculator to include percent amount requested, as well as, to update the scoring rubric to appropriately reflect the number of points. Staff will send updated funding calculator and scoring rubric to the committee.

C. CSAC 25-013 – Receive a report and hold a discussion regarding Community Development Grant Program Performance reporting.

Committee members discussed the 2023-24 Year-End Report and 2024-25 monthly report through January 31, 2025. Staff provided information to committee members regarding technical assistance training open to all agencies upon request or at the staff's recommendation to assist agencies with reporting and draw requests.

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.

With no other business, the meeting adjourned at 12:55 p.m.

DALE TAMPKE
CHAIR
CITY OF DENTON, TEXAS

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

MINUTES APPROVED ON _____



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Legislation Text

File #: CSAC25-015, **Version:** 1

Receive a report, hold a discussion, and give staff direction regarding funding recommendations for the 2025-2026 Community Development Grant Program.



AGENDA INFORMATION SHEET

DEPARTMENT: Community Services

CM/ DCM/ ACM: Christine Taylor, ACM

DATE: May 2, 2025

SUBJECT

Receive a report, hold a discussion, and give staff direction regarding funding recommendations for the 2025-2026 Community Development Grant Program.

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Foster Economic Opportunity and Affordability.

BACKGROUND

The Community Development Grant funds are awarded through the Community Services Advisory Committee (CSAC) review process that includes an application from the applicant to the committee followed by recommendations to City Council from the committee. A total of twenty-nine (29) eligible grant applications from non-profit organizations and city departments were received by the application deadline on January 17, 2025, totaling \$2,741,236.00 for the 2025-2026 program year. A breakdown of applications received by application type is included below.

- Human Services – 24 applications totaling \$1,548,643.00
- Housing Projects – 3 applications totaling \$924,590.00
- Public Facility Projects – 2 applications totaling \$268,003.00

North Texas Solutions for Recovery notified staff that the organization will stop providing services at the end of April 2025. Their request has been removed from the meeting details.

Applicants should meet the amount requested requirements. The requested amount should fall within the specified range for each grant type:

- a. Human Services: Minimum \$15,000 Maximum \$100,000
- b. Housing Projects: Minimum \$50,000 Maximum \$400,000
- c. Public Facilities: Minimum \$25,000 Maximum \$400,000

Based on the Community Development Grant applications and funding priorities, the CSAC will give staff direction regarding the development of funding recommendations for the use of Community Development Block Grant (CDBG) funds, HOME Investment Partnerships Program (HOME) funds and General Fund (GF) dollars.

CDBG funds can be awarded to fund a wide range of community development activities such as acquisition of real property, relocation and demolition, rehabilitation of residential and non-residential structures, construction of public facilities, and economic development activities. Each activity must meet one of the

following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development urgent needs for which other funding is not available.

The CDBG funding for public (social) services is capped by federal guidelines at 15% of the total CDBG allocation. This is estimated to be \$152,257.00 of the total allocation in Program Year 2025-2026. GF dollars are used to support human services activities that are not funded through CDBG. This is estimated to be \$377,955.00 in GF to be awarded to social service programs providing needed services to City of Denton residents.

HOME funds can be awarded to fund a wide range of housing activities, including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people. The HOME grant requires that at least fifteen (15) percent of the HOME funds must be undertaken by a special type of non-profit called a Community Housing Development Organization (CHDO). The application from Denton Affordable Housing Corporation is for CHDO funding, and the minimum amount that must be provided is \$141,597.70 for two years since CHDO funds were not allocated last year for the 2024-2025 grant allocation. The amount is an estimate using the 2024-2025 grant allocation.

The estimated funding for the 2025-2026 grant year also includes reallocated funds. Staff evaluates current programs and balances annually to determine if funds need to be reallocated as part of the annual Action Plan. For the 2025-26 grant year, the following funding is available to be reallocated, and it is part of the funds for the committee to allocate during the 2025-26 grant year.

Grant Year	Program Activities	Funding Source	CDBG Reallocated Amount	HOME Reallocated Amount	Amendment Type	Reason for reallocation
2022	Landlord Repair Program	CDBG	100,000.00		Substantial	Program is funded with CDBG/General Funds. Program has been less activity than anticipated. General Funds annual budget of \$100K is sufficient to carry out the program.
2023	Denton County Friends of the Family	CDBG	\$165.94		Minor	Residual funds from program closeout
2023	Denton City County Day School	CDBG	\$3,412.32		Minor	Residual funds from program closeout
2021	Home Improvement Program	HOME		\$3,589.83	Minor	Residual funds from program closeout
2024	HOME Unprogrammed Funds	HOME		\$424,793.36	Substantial	2024-25 unprogrammed funds
2023	DAHC Rehabilitation Project	HOME		\$9,658.00	Minor	Residual funds from project closeout
TOTALS			\$103,578.26	\$438,041.19		

The additional CDBG reallocated funds will create a surplus of \$46,356.26 if all housing and public facilities applications are recommended at the full amounts. Since the final HUD allocation is not expected until May 15, staff recommend that the surplus remain to assist in adjusting based on final HUD allocations, especially if allocation amounts are decreased. The committee can allocate any surplus available after the final adjustments in the 2026-27 grant year.

The total CDBG, HOME and General dollars available for applications is \$2,426,043.09 for the 2025-2026 funding year.

Source	Estimated Amount*
Community Development Block Grant (CDBG) Funds	\$919,616.26
HOME Investment Partnerships Program (HOME)	\$1,128,471.83
General Funds	\$377,955.00
TOTAL	\$2,426,043.09

**CDBG and HOME funding amounts are estimates based on previous year funding from the U.S Department of Housing and Urban Development (HUD). Notifications of FY25 CDBG and HOME allocations from HUD are expected by May 15, 2025. General Fund allocations are subject to final consideration and approval of City Council.*

Upon approval from City Council, CDBG, HOME and General Fund funding recommendations will be included in the City's annual *Action Plan for Housing and Community Development* submitted to the U.S. Department of Housing and Urban Development (HUD) in August 2025.

The committee will proceed with funding recommendations according to their regular schedule. As with every year, approval of committee funding recommendations will be contingent on funding allocations from the U.S. Department of Housing and Urban Development (HUD) and City Council approval. Funding updates will be provided to applicants and committee members as they are available.

ESTIMATED SCHEDULE OF PROJECT

2025-2026 Community Development Grant Program Application Timeline

Proposed Activity	Date
Applications Due	January 17, 2025
CSAC Funding Hearings	March 14, 2025
CSAC Funding Recommendations	May 2, 2025
Development of Action Plan	May 2025
30-day Comment Period on Action Plan	June 2025
City Council and Public Hearing	June 17, 2025
City Council considers approval of Action Plan	July 22, 2025
Submission of Action Plan to HUD	August 15, 2025
Start of 2025-2026 Grant Contracts	October 1, 2025

OPTIONS

When the final HUD 2025-2026 grant allocations are received and General Fund budget amounts are approved, the following options are available:

1. Staff will make proportional adjustments to committee recommendations for any difference in estimated funding amounts and final budget allocations.
2. Staff will make proportional adjustments to committee recommendations for differences in funding estimates and final budget allocations up to \$100,000. Differences totaling more than \$100,000 will be brought back to the committee for review and updates to original recommendations.
3. Staff will bring any differences in funding estimates and final budget allocations back to the committee for review and updates to original recommendations.
4. Other committee direction.

EXHIBITS

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – Grant Application Summary Details

Respectfully submitted:
Courtney Douangdara
Deputy Director of Community Services

Prepared by:
Tamara Jones
Grants Program Coordinator

2025-26 Funding Recommendation								
Organization	Application Type	Service Type	2024-25 Award	Median Score	Mean Score	2025-26		Other City Funding Current FY
						Request	CSAC Average Funding Recommendations	
Court Appointed Special Advocates of Denton County, Inc.	HS	Family Resources	\$30,000.00	20.0	20.0	\$40,000.00	\$30,625.00	\$0
Children's Advocacy Center	HS	Victim Services	\$25,000.00	20.0	19.8	\$100,000.00	\$25,875.00	\$233,280
SPAN Inc.	HS	Food Security	\$25,500.00	20.0	19.3	\$27,000.00	\$23,987.00	\$0
Communities in Schools	HS	Child Care/Education	\$27,500.00	19.0	19.0	\$39,600.00	\$27,625.00	\$0
Denton County Friends of the Family	HS	Homeless/Housing	\$40,000.00	19.0	19.0	\$50,000.00	\$40,500.00	\$0
PediPlace	HS	Healthcare	\$30,000.00	19.5	19.0	\$50,000.00	\$29,750.00	\$0
Denton County MHMR	HS	Behavioral Health	\$28,000.00	19.0	18.8	\$60,000.00	\$27,750.00	\$0
City of Denton Parks Department	HS	Child Care	\$45,000.00	18.5	18.5	\$90,000.00	\$43,500.00	\$0
Our Daily Bread	HS	Homelessness	\$39,134.00	10.5	18.3	\$100,000.00	\$38,680.00	\$0
Giving Grace	HS	Homeless Services	\$40,000.00	18.5	17.8	\$100,000.00	\$36,500.00	\$82,000
Cumberland Youth and Family Services	HS	Family Resources	\$15,000.00	18.5	17.5	\$25,000.00	\$16,125.00	\$570,792
The Salvation Army	HS	Homeless/Food Security	\$30,000.00	19.0	17.3	\$65,000.00	\$23,803.00	\$49,306
Refuge for Women	HS	Victim Services	\$0.00	16.5	16.3	\$50,000.00	\$8,070.00	\$0
Recovery Resource Council	HS	Behavioral Health	\$0.00	15.5	15.5	\$100,000.00	\$2,500.00	\$0
Health Services of North Texas	HS	Healthcare	\$50,000.00	19.0	14.5	\$75,000.00	\$50,000.00	\$880,603
Denton City County Day School	HS	Daycare Services	\$10,000.00	13.0	14.3	\$100,000.00	\$10,000.00	\$110,403
Community Services, Inc.	HS	Housing	\$0.00	14.0	14.0	\$100,000.00	\$17,500.00	\$71,092
Denton Christian Preschool	HS	Daycare Services	\$30,000.00	18.0	14.0	\$35,000.00	\$28,333.00	\$0
TRANSCEND STEM Education	HS	Workforce Development	\$0.00	14.0	13.0	\$25,000.00	\$7,666.00	\$0
Opening Doors International Services, Inc.	HS	Immigration Services	\$15,000.00	11.5	12.5	\$30,000.00	\$13,375.00	\$0
Project Hope Family Enrichment Center	HS	Housing	\$0.00	13.0	12.3	\$100,000.00	\$15,000.00	\$0
Silent Voyces	HS	Mental Health	\$0.00	9.5	10.0	\$52,043.00	\$0.00	\$0
Care Cuts	HS	Healthcare	\$0.00	8.5	7.8	\$35,000.00	\$2,500.00	\$0
SUBTOTAL HUMAN SERVICES			\$480,134.00			\$1,448,643.00	\$519,664.00	\$1,997,476
FUNDING AVAILABLE						\$530,212.00	\$530,212.00	
BALANCE						(\$918,431.00)	\$10,548.00	

Exhibit 2
2025-26 CD Grant Program Application Average Funding Recommendations

Organization	Application Type	Service Type	2024-25 Award	Median Score	Mean Score	2025-26		Other City Funding Current FY
						Request	CSAC Average Funding Recommendations	
Denton Affordable Housing Corporation	Housing	Housing Construction	\$221,000.00	21.0	20.8	\$471,590.00	\$428,545.00	\$28,000.00
Denton County Friends of the Family Project	Housing	Housing Repairs	\$0.00	22.0	20.5	\$53,000.00	\$53,000.00	\$0.00
City of Denton Minor Repair	Housing	Minor Repairs	\$449,730.74	20.5	20.0	\$400,000.00	\$375,000.00	\$0.00
SUBTOTAL HOUSING PROGRAMS			\$670,730.74			\$924,590.00	\$856,545.00	\$28,000.00
Fred Moore Park Scoreboards Project	PF	Park Improvements	\$0.00	20.5	18.8	\$18,003.00	\$18,001.50	\$0.00
Denia Park Shade Structures Project	PF	Park Improvements	\$0.00	19.0	17.8	\$250,000.00	\$250,000.00	\$0.00
SUBTOTAL PUBLIC FACILITIES			\$0.00			\$268,003.00	\$268,001.50	\$0.00
TOTAL			\$670,730.74			\$1,192,593.00	\$1,124,546.50	\$28,000.00
FUNDING AVAILABLE						\$1,895,831.09	\$1,895,831.09	
BALANCE						\$703,238.09	\$771,284.59	



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File #: CSAC25-016, **Version:** 1

Consider approval of recommendations to City Council regarding the 2025-26 Community Development Grant Program.



AGENDA INFORMATION SHEET

DEPARTMENT: Community Services

CM/ DCM/ ACM: Christine Taylor, ACM

DATE: May 2, 2025

SUBJECT

Consider approval of recommendations to City Council regarding the 2025-26 Community Development Grant Program.

BACKGROUND

The Community Development Grant funds are awarded through the Community Services Advisory Committee (CSAC) review process that includes an application followed by recommendations to City Council from the committee. A total of twenty-nine (29) eligible grant applications were received by the application deadline on January 17, 2025, and chose to complete the application process, from eligible non-profit organizations and city departments totaling \$2,741,236.00 for the 2025-2026 program year. A breakdown of applications received by application type is included below:

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North Texas Solutions for Recovery notified staff that the organization will stop providing services at the end of April 2025. Their request has been removed from the meeting details.

Based on the Community Development Grant applications and funding priorities, the CSAC will give staff direction regarding the development of funding recommendations for the use of Community Development Block Grant (CDBG) funds, HOME Investment Partnerships Program (HOME) funds and General Fund (GF) dollars.

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The total CDBG, HOME and General dollars available for applications is \$2,426,043.09 for the 2025-2026 funding year.

Source	Estimated Amount*
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TOTAL	\$2,426,043.09

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RECOMMENDATIONS

In the previous agenda item, the committee discussed the funding recommendations based on committee priorities. The CDBG, HOME and General Fund funding recommendations will be included in the City's annual Action Plan for Housing and Community Development that will be provided to City Council in June 2025. Upon approval from City Council, the annual Action Plan for Housing and Community Development will be submitted to the U.S. Department of Housing and Urban Development (HUD) in August 2025.

The committee will proceed with funding recommendations according to their regular schedule. As with every year, approval of committee funding recommendations will be contingent on funding allocations from the U.S. Department of Housing and Urban Development (HUD) and City Council approval. Funding updates will be provided to applicants and committee members as they are available.

Staff are seeking the committee's approval of a recommendation to the City Council regarding the Community Development Grant Program funding for the FY 2025-2026.

ESTIMATED SCHEDULE OF PROJECT

2025-2026 Community Development Grant Program Application Timeline

Proposed Activity	Date
Applications Due	January 17, 2025
CSAC Funding Hearings	March 14, 2025
CSAC Funding Recommendations	May 2, 2025

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Deputy Director of Community Services

Prepared by:
Tamara Jones
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2025-26 Funding Recommendation								
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SPAN Inc.	HS	Food Security	\$25,500.00	20.0	19.3	\$27,000.00	\$23,987.00	\$0
Communities in Schools	HS	Child Care/Education	\$27,500.00	19.0	19.0	\$39,600.00	\$27,625.00	\$0
Denton County Friends of the Family	HS	Homeless/Housing	\$40,000.00	19.0	19.0	\$50,000.00	\$40,500.00	\$0
PediPlace	HS	Healthcare	\$30,000.00	19.5	19.0	\$50,000.00	\$29,750.00	\$0
Denton County MHMR	HS	Behavioral Health	\$28,000.00	19.0	18.8	\$60,000.00	\$27,750.00	\$0
City of Denton Parks Department	HS	Child Care	\$45,000.00	18.5	18.5	\$90,000.00	\$43,500.00	\$0
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TRANSCEND STEM Education	HS	Workforce Development	\$0.00	14.0	13.0	\$25,000.00	\$7,666.00	\$0
Opening Doors International Services, Inc.	HS	Immigration Services	\$15,000.00	11.5	12.5	\$30,000.00	\$13,375.00	\$0
Project Hope Family Enrichment Center	HS	Housing	\$0.00	13.0	12.3	\$100,000.00	\$15,000.00	\$0
Silent Voyces	HS	Mental Health	\$0.00	9.5	10.0	\$52,043.00	\$0.00	\$0
Care Cuts	HS	Healthcare	\$0.00	8.5	7.8	\$35,000.00	\$2,500.00	\$0
SUBTOTAL HUMAN SERVICES			\$480,134.00			\$1,448,643.00	\$519,664.00	\$1,997,476
FUNDING AVAILABLE						\$530,212.00	\$530,212.00	
BALANCE						(\$918,431.00)	\$10,548.00	

Exhibit 2
2025-26 CD Grant Program Application Average Funding Recommendations

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SUBTOTAL HOUSING PROGRAMS			\$670,730.74			\$924,590.00	\$856,545.00	\$28,000.00
Fred Moore Park Scoreboards Project	PF	Park Improvements	\$0.00	20.5	18.8	\$18,003.00	\$18,001.50	\$0.00
Denia Park Shade Structures Project	PF	Park Improvements	\$0.00	19.0	17.8	\$250,000.00	\$250,000.00	\$0.00
SUBTOTAL PUBLIC FACILITIES			\$0.00			\$268,003.00	\$268,001.50	\$0.00
TOTAL			\$670,730.74			\$1,192,593.00	\$1,124,546.50	\$28,000.00
FUNDING AVAILABLE						\$1,895,831.09	\$1,895,831.09	
BALANCE						\$703,238.09	\$771,284.59	