



# City of Denton

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

## Meeting Agenda

### Community Services Advisory Committee

Thursday, December 12, 2024

4:30 PM

Development Service Center

After determining that a quorum is present, the Community Services Advisory Committee will convene in a Regular Meeting on Thursday, December 12, 2024, at 4:30 p.m. in Training Rooms 4 and 5 at the Development Service Center, 401 N. Elm Street, Denton, Texas at which the following items will be considered:

#### 1. ITEMS FOR CONSIDERATION

- A. [CSAC24-031](#) Consider approval of the minutes of September 12, 2024, the corrected minutes of April 12, 2024, and the minutes of October 10, 2024.

Attachments: [Exhibit 1 - CSAC Minutes September 12, 2024](#)  
[Exhibit 2 - CSAC Minutes April 12, 2024 Corrected](#)  
[Exhibit 3 – CSAC Minutes Thursday, October 10, 2024](#)

- B. [CSAC24-032](#) Receive a report and hold a discussion regarding the 2025-2026 Community Development Grant program applications.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)  
[Exhibit 2 – Combined Final 25-26 Application - Human Services, Housing and P](#)

- C. [CSAC24-033](#) Consider approval of the Community Services Advisory Committee’s 2025 meeting schedule.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)

#### 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 Friday, December 6, 2024, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

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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

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**File #:** CSAC24-031, **Version:** 1

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Consider approval of the minutes of September 12, 2024, the corrected minutes of April 12, 2024, and the minutes of October 10, 2024.



After determining that a quorum was present, the Community Services Advisory Committee of the City of Denton, Texas convened in a Regular Meeting on Thursday, September 12, 2024, at 4:30 p.m. in Training Rooms 4 and 5 at the Development Services Center, 401 N. Elm Street, Denton, Texas.

**MEMBERS PRESENT:** Members Janet Scott-Harris, Amy Morgan, Sharon Kremer, Kamyon Conner, Wandaliz Turner, Dale Tampke, and Lilyan Prado-Carillo

**MEMBERS ABSENT:** Members Connor Hall, Hannah Garcia, and Drew Christ

Called to order 4:35 p.m. by staff with seven members present. Staff requested a motion to appoint an Interim Chair.

**Member Prado-Carillo moved to appoint Member Tampke as Interim Chair. Member Turner seconded the motion. The motion carried.**

AYES (6): Members Janet Scott-Harris, Amy Morgan, Sharon Kremer, Kamyon Conner, Wandaliz Turner, and Lilyan Prado-Carillo

NAYS (0): None

ABSTENSIONS (1): Member Dale Tampke

## **1. ITEMS FOR INDIVIDUAL CONSIDERATION**

A. CSAC 24-021 - Consider approval of the minutes of August 8, 2024.

Interim Chair Tampke requested a motion to approve the August minutes.

**Member Kremer moved to approve the minutes amended as discussed. Member Prado-Carillo seconded the motion. The motion carried.**

AYES (7): Members Janet Scott-Harris, Amy Morgan, Sharon Kremer, Kamyon Conner, Wandaliz Turner, Dale Tampke, and Lilyan Prado-Carillo

NAYS (0): None

B. CSAC 24-022 Receive a report and hold a discussion regarding the committee's anticipated activities for the 2024/2025 program year.

In preparation for the year ahead, staff provided a presentation to refresh committee members on their role and responsibilities, and to provide an overview of anticipated advisory activities for the 2024/2025 year.

- C. CSAC 24-023 Receive a report and hold a discussion regarding the funding priority survey for the 2025 Action Plan for Housing and Community Development.

Staff reviewed the draft funding priority survey and committee members provided feedback. Members suggested reducing the number of questions and response options in the survey, and provided feedback on rollout and promotion of the survey to the community.

## 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 5:08 p.m.

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DALE TAMPKE  
INTERIM CHAIR  
CITY OF DENTON, TEXAS

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

MINUTES APPROVED ON \_\_\_\_\_



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

**MEMBERS PRESENT:** Members Hannah Garcia, Wandaliz Turner, Kamyon Conner, Drew Christ, Sharon Kremer, Lilyan Prado-Carillo, Dale Tampke, and Connor Hall

**MEMBERS ABSENT:** Member Janet Scott-Harris

Called to order 12:04 p.m. by Chair Hannah Garcia with six members present. Members Christ and Hall had not yet arrived.

## **1. ITEMS FOR INDIVIDUAL CONSIDERATION**

A. CSAC 24-011 - Consider approval of the minutes of March 30, 2024.

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

**Member Tampke moved to approve the minutes. Member Hall seconded the motion. The motion carried.**

AYES (6): Members Hannah Garcia, Wandaliz Turner, Kamyon Conner, Sharon Kremer, Lilyan Prado-Carillo, and Dale Tampke

NAYS (0): None

B. CSAC 24-012 Receive a report, hold a discussion, and give staff direction regarding funding recommendations for applications and applicant presentations for 2024-2025 Community Development Grant Program.

Staff reminded committee members that funding allocation amounts are estimates until the City receives final notification of 2024-2025 CDBG and HOME funding from HUD. Chair Garcia reminded staff of the responsibility to recuse from discussions about funding organizations with which they are affiliated.

Members Christ and Hall arrived.

Committee members discussed funding recommendations by program type. Staff informed the committee that proposed uses for unprogrammed HOME funds would be brought back for consideration in May. Committee members requested clarifying information from staff regarding some applicants and provided feedback for staff to pass along to applicants regarding recommended funding amounts.

- C. CSAC 24-013 - Consider approval of recommendations to the City Council regarding the 2024-2025 Community Development Grant Program.

**Member Lilyan Prado-Carillo moved to approve the funding recommendations made for the participating organizations with the exceptions of Health Services of North Texas and Opening Doors International Services. Member Sharon Kremer seconded.**

AYES (8): Members Hannah Garcia, Wandaliz Turner, Kamyon Conner, Drew Christ, Sharon Kremer, Lilyan Prado-Carillo, Dale Tampke, and Connor Hall

NAYS (0): None

**Member Lilyan Prado-Carillo moved to approve the funding recommendation made for Health Services of North Texas. Member Kamyon Conner seconded.**

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

NAYS (0): None

ABSTAINED (1): Member Dale Tampke

**Member Dale Tampke moved to accept the funding recommendations made for Opening Doors International Services. Member Connor Hall seconded.**

AYES (7): Members Hannah Garcia, Wandaliz Turner, Kamyon Conner, Drew Christ, Sharon Kremer, Dale Tampke, and Connor Hall

NAYS (0): None

ABSTAINED (1): Member Lilyan Prado-Carillo

## 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 2:06 p.m.

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DALE TAMPKE  
INTERIM CHAIR  
CITY OF DENTON, TEXAS

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

MINUTES APPROVED ON \_\_\_\_\_





# City of Denton

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## Meeting Agenda

### Community Services Advisory Committee

Thursday, October 10, 2024

4:30 PM

Development Service Center

#### **CANCELLED - OCTOBER 10, 2024 AT 4:45 P.M. DUE TO LACK OF QUORUM**

After determining that a quorum is present, the Community Services Advisory Committee will convene in a Regular Meeting on Thursday, October 10, 2024, at 4:00 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. [CSAC24-024](#) Consider approval of the minutes of September 12, 2024.
- B. [CSAC24-025](#) Consider approval of the corrected minutes of April 12, 2024.
- C. [CSAC24-026](#) Receive a report and hold a discussion and give staff direction regarding funding and application process for Housing Projects in the 2025-2026 Community Development Grant.

#### **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.

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OFFICE OF THE CITY SECRETARY

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## Legislation Text

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**File #:** CSAC24-032, **Version:** 1

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Receive a report and hold a discussion regarding the 2025-2026 Community Development Grant program applications.



**AGENDA INFORMATION SHEET**

**DEPARTMENT:** Community Services

**CM/ DCM/ ACM:** Christine Taylor, ACM

**DATE:** December 12, 2024

**SUBJECT**

Receive a report and hold a discussion regarding the 2025-2026 Community Development Grant program applications.

**STRATEGIC ALIGNMENT**

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

**BACKGROUND**

*HOME Funding for the 2025-2026 Community Development Grant Program.*

In April 2024, the Community Services Advisory Committee (CSAC) approved a funding recommendation of \$244,000 of HOME Investment Partnership (HOME) funding for the Denton Affordable Housing Corporation (DAHC). Denton City Council approved this recommendation in July 2024 when they approved the 2024 Action Plan for Housing and Community Development. Due to lack of applications, \$309,310.96 of HOME funding remained unallocated at the time the 2024 Action Plan was approved. The City of Denton is required to commit these funds by the 2026 Action Plan to remain in compliance with HUD regulations.

Prior to executing an agreement with DAHC, it was determined that the project originally submitted would not be eligible due to the future use of the home being for transitional housing rather than permanent housing, a use deemed an ineligible use of HOME funds by the Department of Housing and Urban Development (HUD). City staff met with DAHC to identify a potential alternate project for consideration, and they do not have any shovel-ready projects for consideration at this time.

Staff conducted additional outreach to community partners engaging in affordable housing development and renovation to identify other possible uses of funding. After determining there were no local projects that fit the criteria for Fall 2024, staff determined the best course of action to include the remaining HOME funds for the 2024-2025 program year in the 2025-2026 Community Development Grant Program application. The total estimated amount of HOME funds available for the 2025-2026 Community Development Grant Program is \$1,118,413.91.

***Estimated HOME Funding Available for 2025-2026 Community Development Grant Program***

<b>Funding Year</b>	<b>Funds Available</b>
2024-2025	\$553,310.52
2025-2026	\$565,103.39*
<b>TOTAL</b>	<b>\$1,118,413.91</b>

\*Estimated amount of funding available; Notice of funding allocation will be provided by HUD Spring 2025

*Pre-Application Requirements for Housing Projects*

The following requirements have been added for Housing Project applications to increase support and project viability prior to application submission. Organizations seeking to submit a Housing Project for the 2025-2026 Community Development Grant Program application will be required to:

1. Conduct a pre-application meeting with Community Development staff; and
2. Request a pre-application meeting with Planning prior to submitting a grant application, to ensure applicants can confirm compliance with local zoning and permitting requirements.

Applicants will be required to conduct a pre-application meeting with Community Development staff prior to application submission to be considered for funding for the 2025-2026 Community Development Grant Program year. The Housing Project application will open two weeks prior to the Human Services and Public Infrastructure applications to allow for these additional steps. These changes will be communicated via email, posted on the City’s website and in meetings with community groups and partners.

Pre-application meetings with Community Development staff will include review of:

1. Project Description
2. Project Status & Proposed Timeline
3. Estimated Available Funding
4. Funding Application Criteria
5. Federal Requirements
6. Local Zoning Requirements.

Future housing project service agreements will also incorporate mandatory quarterly check-in meetings with Community Development staff to review project timeline, status, fundraising and expenditures. An estimated timeline of activities for the 2025-2026 Community Development Grant Program application is included below.

*2025-2026 Community Development Grant Program Applications*

The 2025-2026 Community Development Grant Program applications for Human Services, Housing and Public Facility projects are attached for committee review (Exhibit 2).

***Estimated Timeline: 2025-2026 Community Development Grant Program Application***

<b>Activity</b>	<b>Date</b>
Annual Funding Priority Survey Releases	October 29, 2024
CSAC Review & Approve Application	November 14, 2024
Housing Application Opens	December 2, 2024
Human Services & Public Infrastructure Applications Opens	December 16, 2024
Application Closes	January 15, 2025
Committee Makes Funding Recommendations	April 10, 2025
Public Comment Period for 2025 Action Plan	May – June 2025
Council Considers Approval of 2025 Action Plan (Approval of CDBG and HOME projects)	July 25, 2025
Council Considers Approval of 2025/26 City Budget (Approval of General Fund projects)	September 2025

**EXHIBITS**

Exhibit 1 – Agenda Information Sheet

Exhibit 2 – Combined Final 25-26 Application - Human Services, Housing and Public Facility Projects

Respectfully submitted:

Danielle Shaw  
Director of Community Services

Prepared by:  
Courtney Douangdara  
Deputy Director of Community Services

Luisa Garcia  
Community Development Manager

**NOTE: Program Overview and Sections A through K are the same for all three applications (Human Services, Housing and Public Facility Projects).**

## Program Overview

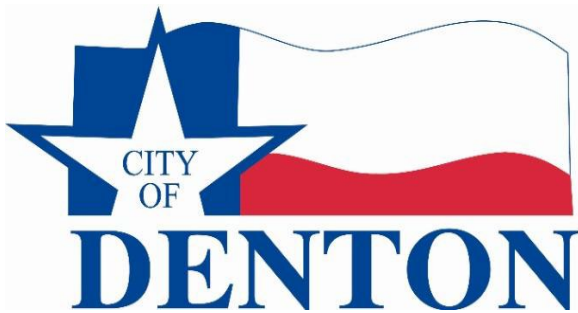
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**Case Id:** 10659  
**Name:** Chi Test - 2024/25  
**Address:** I need to Test, Testing Lane, TX 00000

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### Program Overview

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~~2023-~~  
~~2024~~2025-  
2026  
Community  
Development  
Funding  
Application

Community Development Funding is evaluated by the Community Services Advisory Committee (CSAC). The primary goal of the CSAC is to support programs, services, and use of public resources to address complex social problems such as economic instability, housing, homelessness, and meeting community service needs. The eligibility criteria for funding listed below is not ranked in order.

1. Meet one of three National Objective for Community Development
  - A. Benefit to low and moderate-income households
  - B. Elimination of slum or blight
  - C. Meeting an urgent community need due to a natural disaster
2. Overall Value/Cost of the Program
3. Demonstrated Community Need
  - a. As noted in the current Consolidated Plan for Housing and Community Development
  - b. Community Needs identified through public hearings, community surveys
  - c. City Council stated priorities
4. Meet one of the five Social Determinants of Health - <https://health.gov/healthypeople/priority-areas/social-determinants-health> Social determinants of health (SDOH) are the conditions in the environments where people are born, live, learn, work, play, worship, and age that affect a wide range of health, functioning, and quality-of-life outcomes and risks. The Social Determinants of Health are a tool to help

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the City assess and prioritize community well-being more comprehensively.

- a. Economic Stability
  - b. Education Access and Quality
  - c. Health Care Access and Quality
  - d. Neighborhood and Built Environment
  - e. Social And Community Context
5. Agency is a 501 © 3 operating for at least two years in the City of Denton or service City of Denton resident for at least two years.
6. Amount requested falls within the allowed range
- a. Human Services: Minimum \$~~15,000~~~~40,000~~ Maximum \$100,000
  - b. Housing Projects: Minimum \$50,000; Maximum \$~~4~~300,000
  - c. Public Facilities: Minimum \$25,000; Maximum \$400,000

**ITEMS 7 THROUGH 9 FOR HOUSING & PUBLIC FACILITIES PROJECTS ONLY**

7. **Project Must Be 'Shovel-Ready'** - A project that is ready to bid out with all planning and zoning items complete, if applicable, a pre-construction meeting scheduled, and begin construction shortly after contract execution in October. Below is the Development Review Process for additional information. Applicants are strongly encouraged to schedule a pre-application conference with Development Services Staff, if appropriate for your project. Additional information is available at Land Development | Denton, TX ([cityofdenton.com](http://cityofdenton.com))

**8. Pre-Application Requirements –**

- a. Applicants are required to conduct a pre-application meeting with Community Development staff prior to submitting an application to discuss Project Description, Project Status & Proposed Timeline, Estimated Available Funding, Funding Application Criteria, Federal Requirements, and Local Zoning Requirements. Contact Luisa Garcia to schedule a pre-application meeting (Luisa.Garcia@cityofdenton.com). Pre-application meetings must be completed by Tuesday, January 14, 2025.
- b. Applicants are required to request a Pre-Application Conference with the City of Denton's Development Services department prior to submitting a Housing Project application, to ensure applicants can confirm compliance with local zoning and permitting requirements. Conferences can be requested on the City's Land Development page (linked). Applicants will be required to submit a copy of their submitted request form with their application.

9. **Project Completion** - The Project must be completed within 1 to 2 years, unless otherwise negotiated with staff. For phased projects, HUD funding is recommended in the last phase, so that beneficiary information can be provided within a year.

**Housing & Public Facilities Projects ONLY**

~~Project Must Be 'Shovel-Ready'~~ A project that is ready to bid out with all planning and zoning items complete, if applicable, a pre-construction meeting scheduled, and begin construction shortly after contract execution in October. Below is the Development Review Process for additional information. Applicants are strongly encouraged to schedule a pre-application conference with Development Services Staff, if appropriate for your project. Additional information is available at Land Development | Denton, TX ([cityofdenton.com](http://cityofdenton.com))

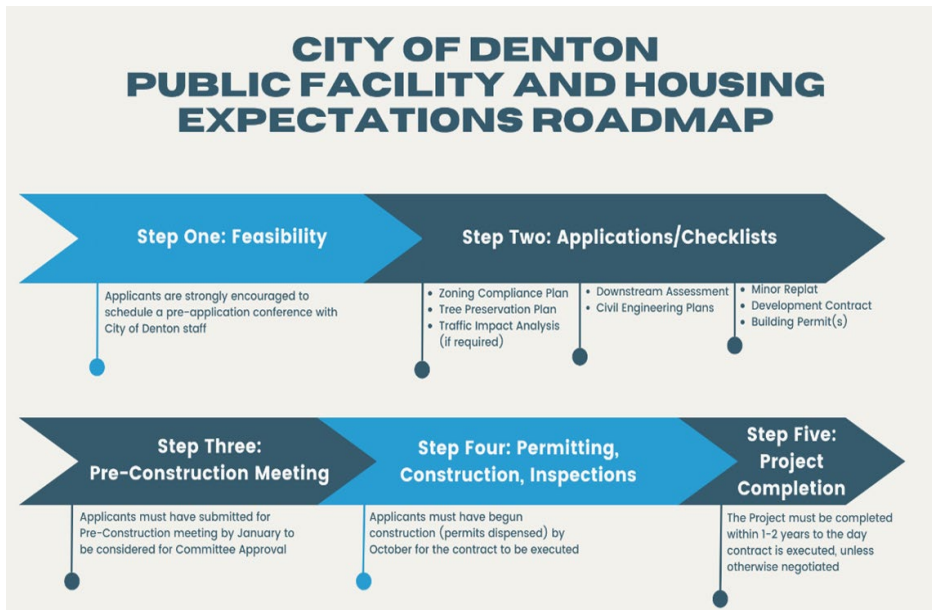
- ~~7. Pre-Application Meetings – Applicants are required to conduct two pre-application meetings: A meeting with Community Development staff to discuss project, timeline, and funding requirements and a meeting with Planning to confirm with local zoning and permitting requirements.~~
- ~~8. Project Completion – The Project must be completed within 1 to 2 years, unless otherwise negotiated with staff. For phased projects, HUD funding~~

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is recommended in the last phase, so that beneficiary information can be provided within a year.

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The Community Services Advisory Committee's evaluation criteria listed below is not ranked in order. Evaluation criteria is intended to help applicants understand the decision-making process. Final funding recommendations to City Council will be based upon the organization's conformance with the criteria, the City's Consolidated Plan for Housing and Community Development.

1. Staff capacity to carry out the services and manage awarded funds.
2. Availability of funding allocated
3. Leverage of other funds for greater impact
4. Ability to expend funds in a timely manager
5. Alignment with City priorities as listed in the consolidated plan and as decided by the CSAC.
6. Score as determined by [the this rubric \(linked\)](#):-

<https://www.cityofdenton.com/DocumentCenter/View/8459/202425-Community-Development-Grant-Program-Application-Scoring-Rubric>

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## A. Agency Information

*Last modified by chi.akamiro@neighborlysoftware.com on 1/16/2024 2:50 PM*

**Case Id:** 10659

**Name:** Chi Test - 2024/25

**Address:** I need to Test, Testing Lane, TX 00000

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### A. Agency Information

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Please provide the following information.

#### PART 1. GENERAL INFORMATION

##### A.1. Agency Legal Name

##### A.2. Employer Identification Number

##### A.3. Address & Contact Information

I need to Test Testing Lane, TX 00000

##### A.4. Activity Contact Information (If Different)

A.5 **Contact(s)** - Person or persons to receive all application notices, requests, and application information.

**Name**

**Email**

**Phone**

##### Backup Contact

**Name**

**Email**

**Phone**

##### A.6. Length of Service- Answer each question (not applicable for City departments)

*Printed By: Luisa Garcia on 10/31/2024*

**A.6.a. What year was your agency founded?**

**A.6.b. Years operating in the City of Denton**

**A.7. Mission**

**A.8. Application Services- please list all programs offered by the agency**

## B. Objectives

No data saved

Case Id: 10659  
Name: Chi Test - 2024/25  
Address: I need to Test, Testing Lane, TX 00000

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### B. Objectives

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Please provide the following information.

#### PART 2. - MEETING OBJECTIVES

There are priority funding areas and target populations established by HUD and the City of Denton. Please mark all that apply to your clients served by the ACTIVITY to be funded.

##### B.1. Proposed Activity Meets National Objective

- Providing benefit to low- and moderate-income
- Preventing or eliminating slums or blight
- Meets other urgent community development [due to a natural disaster](#)

##### B.2. Eligibility Requirements for Beneficiaries

- Presumed Benefit (only in Eligible Categories Below)
  - Homeless
  - Severely Disabled Adults
  - Domestic Violence (DV) Victims
  - Neglected/Abuse Children Services
  - Migrant Farm Workers
  - Illiterate Persons
  - Persons with AIDS
  - Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking

- Income Qualified
- Geographic Location
- Other - Please explain in comment box

Comment Box

##### B.3. Please describe the community need/persons served:

Emergency Services/Crisis Services

Preventative/Supportive Services

Printed By: Luisa Garcia on 10/31/2024

**Comment Box**

B.4. Proposed Activity meets a Social Determinant of Health <https://health.gov/healthypeople/priority-areas/social-determinants-health>

- Economic Stability
- Education Access and Quality
- Health Care Access and Quality
- Neighborhood and Built Environment
- Social and Community Context

B.5. Please describe how projects meets the selected Social Determinant of Health.

## C. Funding Request

No data saved

**Case Id:** 10659  
**Name:** Chi Test - 2024/25  
**Address:** I need to Test, Testing Lane, TX 00000

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### C. Funding Request

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Please provide the following information.

#### PART 3. - FUNDING REQUEST - ACTIVITY, AMOUNT, OUTCOMES

##### C.1. Activity Name

##### C.2. Location(s)

##### C.3. Days & Hours of Operation

##### C.4. Activity Description

##### C.5. Total Funding Amount Requested

Human Services: Minimum \$10,000 Maximum \$100,000

Housing Projects: Minimum \$50,000; Maximum \$~~400,000~~300,000

Public Facilities: Minimum \$25,000; Maximum \$400,000

\$0.00

##### C.6 OUTCOME MEASURES -

For the 2024/2025 program year, the City of Denton is focusing on common outcomes. Common outcomes have been developed with input from nonprofit partners and other stakeholders.

Common outcomes for the City of Denton will focus on improving the quality of life for Denton residents by:

1. Increasing and/or sustaining employment
2. Increasing nutrition for children and adults
3. Increasing housing stability
4. Increasing student academic and behavioral growth
5. Improving social connections and support
6. Improving physical and/or mental health through funding community service providers across the city.

These impact areas are associated with common outcomes in the areas of Economic Stability, Neighborhood and Physical Environment, Education, Community and Social Context, and Healthcare.

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1. **First, please choose at least one of the impact areas listed below in which you will contribute to the quality of life for Denton residents.**
2. **Next, choose at least one common outcome from the list below that you will measure this year.** If none of the suggested outcomes fits your program, you may develop an outcome unique to your organization. All unique outcomes must fit into the framework of impact areas listed above and must be approved by City staff.
3. **Finally, define your metric or method for measuring outcomes** (survey, registration form, student achievement scores, etc). **You will be required to use your metrics to report on outcomes after 6 months (July 2024) and 12 months (December 2024).**

Impact Area	Common Outcomes (Choose at least one)	Metric used (survey, registration form, etc.)
Economic Stability (Employment and Financial Need)	How many people became employed? How many people stayed employed? How many people were able to pay for basic needs? How many people increased wages?	
Economic Stability (Food)	Increased Nutrition Reduced food insecurity How many people reduced food insecurity? How many children improved their nutrition? How many adults improved their nutrition? How many people were able to supplement their food budget using support services?	
Neighborhood and Physical Environment	Increased housing stability How many people exited homelessness? How many people were able to stay housed? How many people were able to sustain/obtain affordable rental housing? How many people were able to sustain/obtain affordable home ownership? How many people increased/improved recreational or open space access?	
Education	Increased student academic progress Increased student behavioral progress How many students showed academic growth? How many students promoted successfully? How many students showed growth in behavioral regulation? How many students showed growth in school attendance? How many students increased English Language skills?	
Community and Social Context	How many children experienced a reduction in trauma symptoms? How many adults experienced a reduction in	

	trauma/isolation/depressive symptoms? How many people increased awareness of domestic violence and sexual assault resources? How many people reported an increased sense of security? How many people obtained/maintained a safe living environment?	
Health Care	Improved physical health Improved mental health How many people reduced symptoms of poor health? How many people reported increased mental health wellness? How many people accessed substance use treatment?  How many people accessed preventative care? How many children became insured? How many adults became insured?	

The common outcomes(s) should be presented in the following format:

Impact Area	Common Outcome(s) to be measured	Target %	Target #	Total # in Activity	Metric used
-------------	----------------------------------	----------	----------	---------------------	-------------

C.7. PARTIAL FUNDING- How would the project be carried out if only partial funding was awarded?



## D. Beneficiary Information

Case Id: 10659  
 Name: Chi Test - 2024/25  
 Address: I need to Test, Testing Lane, TX 00000

No data saved

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### D. Beneficiary Information

---

Please provide the following information.

D.1.

**Unduplicated:** Please provide beneficiary numbers for all applicants activities and also in the activity requested to be funded. If applicant and activity information are the same, please only use the applicant column. For CURRENT and NEXT FY projections are acceptable.

a.

Total Served	Last FY Applicant	Last FY Activity	Current FY Applicant	Current FY Activity	Next FY Applicant	Next FY Activity
--------------	-------------------	------------------	----------------------	---------------------	-------------------	------------------

b.

City of Denton Residents	Last FY Applicant	Last FY Activity	Current FY Applicant	Current FY Activity	Next FY Applicant	Next FY Activity
--------------------------	-------------------	------------------	----------------------	---------------------	-------------------	------------------

c. Wait List?

Please provide information below to help identify what is the cost per client/unit that the grant is funding compared to the total program cost.

D.2. Funds will be used to pay (salary, portion of a service fee, rental assistance, pre-development fees, construction costs, etc.)

Funding Item	Amount Requested	# Clients	# Units Delivered	Total Cost	City of Denton Grant Request
	\$0.00				\$0.00



## E. Narrative

No data saved

**Case Id:** 10659  
**Name:** Chi Test - 2024/25  
**Address:** I need to Test, Testing Lane, TX 00000

---

### E. Narrative

---

Please provide the following information.

#### E.1 NARRATIVE - COMMUNITY NEED(S)

Please provide a description of the activity including how it is designed and implemented to have an impact on the community need(s). Explain client outcomes (changes to clients as a result of participating in the program). Describe how the proposed funds will be used to support the activity. Also explain the services offered and, all resources needed to implement the activity. USE STATISTICS/CITE SOURCES.

#### E.2 NARRATIVE – IMPACT

Provide a summary of your evaluation system. How do you evaluate the effectiveness of your activity? What is the evaluation process that helps you ensure the activity is meeting the needs of the beneficiaries and creating impact?

#### E.3 NARRATIVE – COLLABORATION

Provide a brief summary of your participation in local coalitions, collaborations, and partnerships that ensure your services are not duplicated and how you are maximizing resources. Describe how your agency/department partners with local agencies, how these collaborations have made a positive impact on the community need, and the impact to your activity. If there is someone in the community doing the same service, please explain what makes you different. What sets you apart?

## F. Revenue & Expenses

*No data saved*

**Case Id:** 10659

**Name:** Chi Test - 2024/25

**Address:** I need to Test, Testing Lane, TX 00000

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### F. Revenue & Expenses

---

Please provide the following information.

F.1. Please click [HERE](#) to download your Revenue and Expense Spreadsheet.

**Revenue and Expense Spreadsheet \*Required**

*\*\*No files uploaded*

**G. Beneficiaries- Income Qualification**

Case Id: 10659  
 Name: Chi Test - 2024/25  
 Address: I need to Test, Testing Lane, TX 00000

No data saved

**G. Beneficiaries- Income Qualification**

Please provide the following information.

Qualifying Income Limits for Federally Assisted Programs			
Maximum Income Levels			
Household Size	Moderate Income (MI) 80%-50% AMI	Low Income (LI) 50%-30% AMI	Extremely Low Income (ELI) 30% AMI
1	<del>\$61,800-\$38,651</del> <del>\$57,750-\$36,101</del>	<del>\$38,650-\$23,201</del> <del>\$36,100-\$21,701</del>	<del>\$23,200 or below</del> <del>\$21,700 or below</del>
2	<del>\$70,600-\$44,151</del> <del>\$66,000-\$41,251</del>	<del>\$44,150-\$26,501</del> <del>\$41,250-\$24,801</del>	<del>\$26,500 or below</del> <del>\$24,800 or below</del>
3	<del>\$79,450-\$49,651</del> <del>\$74,250-\$46,401</del>	<del>\$49,650-\$29,801</del> <del>\$46,400-\$27,901</del>	<del>\$29,800</del> <del>\$27,900 or below</del>
4	<del>\$88,250-\$55,151</del> <del>\$82,500-\$51,551</del>	<del>\$55,150-\$33,101</del> <del>\$51,550-\$30,950</del>	<del>\$33,100</del> <del>\$30,950 or below</del>
5	<del>\$93,350-\$59,601</del> <del>\$89,100-\$55,701</del>	<del>\$59,600-\$36,581</del> <del>\$55,700-\$33,450</del>	<del>\$36,580</del> <del>\$33,450 or below</del>
6	<del>\$102,400-\$64,001</del> <del>\$95,700-\$59,801</del>	<del>\$64,000-\$41,961</del> <del>\$59,800-\$35,950</del>	<del>\$41,960</del> <del>\$35,950 or below</del>
7	<del>\$109,450-\$68,401</del> <del>\$102,300-\$63,950</del>	<del>\$68,400-\$47,341</del> <del>\$63,950-\$38,401</del>	<del>\$47,340</del> <del>\$38,400 or below</del>
8	<del>\$116,500-\$72,801</del> <del>\$108,900-\$68,051</del>	<del>\$72,800-\$52,721</del> <del>\$68,050-\$40,901</del>	<del>\$52,720</del> <del>\$40,900 or below</del>

G.1.a. Using the chart above indicate the number of beneficiaries qualified in each income category. Current and next FY projections are acceptable. (\*For presumed benefit, please only fill in only the presumed benefit line and provide the description of qualifying category in Part H.1.b. below. To claim Presumed Benefit, it must be 100% of clients served.)

Income	LAST FY	LAST FY	CURRENT FY	CURRENT FY	NEXT FY	NEXT FY
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Category	Applicant	Activity	Applicant	Activity	Applicant	Activity
----------	-----------	----------	-----------	----------	-----------	----------

**G.1.b. How do you target this population? If low-income clients are not your target, please explain how your organization meets needs that could not be met if your program did not exist. Please limit your responses to the space provided.**

## H. Beneficiaries- Demographics

Case Id: 10659  
 Name: Chi Test - 2024/25  
 Address: I need to Test, Testing Lane, TX 00000

No data saved

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### H. Beneficiaries- Demographics

---

Please provide the following information. HUD definition of race and ethnicity can be found in this form: Race and Ethnic Data Collection Form ( [hud.gov](http://hud.gov) )

#### H.1.a. BENEFICIARIES AND DEMOGRAPHIC INFORMATION

Please answer by providing annual totals for the categories listed below. Provide numbers for all agency activities and also separate information for the specific activity requested to be funded. If agency only has one activity and the activity information would be the same, please only use the agency/department column. CURRENT and NEXT FY projections are acceptable.

ETHNICITY	LAST FY Agency/Department	LAST FY Activity	CURRENT FY Agency/Department	CURRENT FY Activity	NEXT FY Agency/Department	NEXT FY Activity
-----------	------------------------------	---------------------	---------------------------------	---------------------------	------------------------------	---------------------

RACE (as defined by HUD)	LAST FY Agency/Department	LAST FY Activity	CURRENT FY Agency/Department	CURRENT FY Activity	NEXT FY Agency/Department	NEXT FY Activity
--------------------------------	------------------------------	---------------------	---------------------------------	---------------------------	------------------------------	---------------------

FEMALE HEAD OF HOUSEHOLD	LAST FY Agency/Department	LAST FY Activity	CURRENT FY Agency/Department	CURRENT FY Activity	NEXT FY Agency/Department	NEXT FY Activity
--------------------------------	------------------------------	---------------------	---------------------------------	---------------------------	------------------------------	---------------------

H.2. How many of your staff are past/current recipients of your services?

H.3. How many of your volunteers are past/current recipients of your services?

H.4 What steps do you take to be more diverse and target these populations to deliver your services? What populations?

H.5. Do you currently gather feedback from clients regarding the quality of services provided? If so, how have you implemented this feedback to make changes in your program/organization?

H.6. Please describe how your organization ensure services are provided in the preferred language of

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applicants/clients.



## I. HR - General

No data saved

Case Id: 10659  
Name: Chi Test - 2024/25  
Address: I need to Test, Testing Lane, TX 00000

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### I. HR - General

---

Please provide the following information.

#### I.1. Staff Totals

Staff Totals	Number of Staff
Total	0

#### I.2. Demographics

# Staff	Race	Ethnicity
0		

#### I.3. Volunteers

# Staff	Race	Ethnicity
0		

I.4. CAPACITY- By checking this box, you affirm that this agency/department has adequate staff/volunteer capacity to meet the grant reporting requirements for monthly financial payment request, beneficiary reporting and performance reporting as well as regular reporting of all monitoring items including: Board Agendas, Minutes, Board Approved Balance Sheets, Board Approved Profit and Loss Statements and others as requested.

**NOT APPLICABLE FOR PUBLIC IMPROVEMENT PROJECTS**

## J. HR Staff List

No data saved

Case Id: 10659  
Name: Chi Test - 2024/25  
Address: I need to Test, Testing Lane, TX 00000

---

### J. HR Staff List

---

Please provide the following information.

J.1. Please provide information about staff (years, name, title (function), and annual compensation). Same positions or job titles can be group and listed with a salary ranges and number of positions.

Years with agency (or average)	Name (or #) of positions	FT/PT	Title/Staff Position	Annual Salary or Annual Salary Range
--------------------------------	--------------------------	-------	----------------------	--------------------------------------

J.2. Are medical benefits provided to Full time staff?

J.3. Are medical benefits provided to Part time staff?

J.4. Highest paid staff title

J.5. Highest paid staff pay rate (hourly)  
\$0.00

J.6. Lowest paid staff title

J.7. Lowest paid staff pay rate (hourly)  
\$0.00

#### CEO/EXECUTIVE DIRECTOR INFORMATION

J.8. CEO Name:

J.9. CEO Years with Agency:

J.10. CEO Annual Salary or Annual Salary Range:

#### CFO/FINANCIAL OFFICER INFORMATION

J.11. CFO Name:

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**J.12. CFO Years with Agency:**

**J.13. CFO Annual Salary or Annual Salary Range:**

## K. HR Board List

No data saved

**Case Id:** 10659  
**Name:** Chi Test - 2024/25  
**Address:** I need to Test, Testing Lane, TX 00000

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### K. HR Board List

---

Please provide the following information.

#### K.1. Current Board List

Start	End	Name	Board Position	City of Residence	Email Address
-------	-----	------	----------------	-------------------	---------------

#### K.2. Board term length

#### K.3. Maximum number of consecutive terms allowed

#### K.4. Please provide explanation for any board members with tenure greater than 6 years

### PRESIDENT INFORMATION

#### K.5. President Name:

#### K.6. Start Term:

#### K.7. End Term:

#### K.8. City of Residence:

### SECRETARY INFORMATION

#### K.9. Secretary Name:

#### K.10. Start Term:

#### K.11. End Term:

#### K.12. City of Residence:

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**TREASURER INFORMATION:**

**K.13. Treasurer Name:**

**K.14. Start Term:**

**K.15. End Term**

**K.16. City of Residence:**

## L. Risk Analysis

No data saved

**Case Id:** 10659

**Name:** Chi Test - 2024/25

**Address:** I need to Test, Testing Lane, TX 00000

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### L. Risk Analysis

---

Please read the statements below. If you answer YES to any of the statements, please give yourself the applicable points.

RISK FACTOR/RISK VALUE	YES/NO	SCORE
		0

***Next Section Public Facility/Improvements Application Only***

# L. Public Improvements

No data saved

Case Id: 10741  
Name: Chi Test - 2024/25  
Address: \*No Address Assigned

---

## L. Public Improvements

---

Please provide the following information.

### Public Improvements

#### L.1. Describe the service area of the project

##### Upload service area map

Service Area Map

\*\*No files uploaded

### Census Tract

#### L.2. List of Census tracts and block groups in the area. Include a low income percentage for each.

Tract		Low Income %	

### Facility/Property Information

#### L.3. When was the facility built?

#### L.4. What type of project is it?

#### L.5. For Infrastructure Projects, check which type:

- Drainage Improvements
- Water/Sewer Improvements
- Street Improvements
- Street Lighting
- Sidewalk Improvements
- Accessibility Improvements



**Environmental**

**L.6. Has the facility been abated for lead paint or asbestos?**

**L.7. Has a Phase I or Phase II environmental been completed for the property?**

**L.8. List any known hazards (e.g. asbestos, storage tanks -above or below ground)**

**L.9. Will the project include ground disturbance?**

**Timeline**

**L.10. Provide a timeline of the project, including a milestone for the following:**

--	--

**Permits**

**L.11. Does this project require the issuance of permits?**

**If Yes, provide a status on the permits.**

--	--

**Prior Expenditures**

**L.12. Are there any prior year grant funds remaining?**

**If Yes, provide the status of the following information**

Name of Project	Year of Funding	Funding Remaining	Status of Project
-----------------	-----------------	-------------------	-------------------

*Next Section Housing Project Application Only*

## L. Housing Project

Case Id: 10744

Name:

Address:

---

### L. Housing Project

---

Please provide the following information.

#### Capacity

L.1. Describe your organization's capacity to implement the property project. Who will be involved in the project? (In-house employees, contractors, other agency partners, etc.)

L.2. List projects of similar size and type that your organization has completed.

#### Activity

L.3. What year was the Unit built?

L.4. Type of Housing Unit

L.5. For Rental Projects: How do you plan to fund the operations and maintenance costs associated with this project? Are these funds available? If not, when will they be?

L.6. Type of Housing Project

L.7. Number of Housing Units in Project

L.8. For Housing Projects, check which type:

- Owner-Occupied Housing
- Rental Housing
- Homeownership Assistance
- Affordable Rental Housing
- Housing for Seniors

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- Housing for Disabled
- Fair Housing Programs
- Lead-based Paint Programs
- Energy Efficiency Housing Programs

**Timeline**

**L.9. Provide a timeline of the project including milestone?**

Planning/Development:	
Bid Out:	
Start Date:	
Completion Date:	

**UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES ACT (URA)**

**L.10. Does the project require temporary/permanent relocation of occupants?**

If yes, this project is subject to the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA). Describe the relocation plans, including timetable and notifications to occupants.

**Zoning**

**L.11. What is the current zoning for the property? (Use City Abbreviation)**

**L.12. Is the project site zoned for the proposed activity?**

If no, provide below an explanation of efforts and a timetable to change the zoning or obtain a variance

**Permits**

**L.13. Does the project require the issuance of a permit?**

If Yes, provide a status on the permits.

State	
Local	
Federal	

**Environmental**

L.14. Has the facility been abated for lead paint or asbestos?

L.15. Has a Phase I or Phase II environmental been completed for the property?

List any known hazards (e.g. asbestos, storage tanks - above or below ground)

**Prior Expenditures**

L.16. Are there any prior year grant funds remaining?

If Yes, provide the status of the following information.

Project	Year of Funding	Funding Remaining

**Match**

L.17. Can additional funding sources on this project or program be used at match by the City of Denton? If yes, provide a list of funding source and amounts.

Funding Source	Amount

**Program Income**

L.18. State the amount of program income expected to be derived from this project/program. List the sources and amounts of the income. Describe how the program income will be used.

Expected Program Income	Sources of Income	Amount of Income

## M. Required Documents

No data saved

Case Id: 10659  
Name: Chi Test - 2024/25  
Address: I need to Test, Testing Lane, TX 00000

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### M. Required Documents

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Please provide the following information: (NOT APPLICABLE TO CITY DEPARTMENTS)

#### ALL Applicants

Please click [HERE](#) to download Application Certification.

Application Certification **\*Required**

\*\*No files uploaded

#### ALL Applicants except City of Denton Departments

**Most Current Audit** (must be ~~2022~~2024 or newer)

\*\*No files uploaded

IRS 990

\*\*No files uploaded

Monitoring Reports for the past two fiscal years

\*\*No files uploaded

Strategic Plan

\*\*No files uploaded

YTD Profit/Loss Line Item Comparison – 12 months

\*\*No files uploaded

#### NEW APPLICANTS ONLY

Articles of Incorporation

\*\*No files uploaded

Bylaws

\*\*No files uploaded

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 Neighborly Software

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**Non-Profit Tax Status Certification (IRS Determination Letter)**

*\*\*No files uploaded*

**HOUSING AND PUBLIC FACILITY APPLICANTS ONLY**

**Proof of Pre-Application Conference Request Form** (See 8b of Program Overview section. Check the 'Send me a copy of my responses' box when submitting the request on the Smartsheet form and upload here.) **\*Required**

## Submit

*No data saved*

**Case Id:** 10659

**Name:** Chi Test - 2024/25

**Address:** I need to Test, Testing Lane, TX 00000

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## Submit

---

Please complete

Signature certifies that the City of Denton Community Development Funding Application is:

Completed using accurate organizational information

Approved by the Board of Directors

**Applicant's Signature**

*\*\*Not signed*

**Today's Date**



## Admin Information

*No data saved*

**Case Id:** 10659  
**Name:** Chi Test - 2024/25  
**Address:** I need to Test, Testing Lane, TX 00000

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### Admin Information

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Please provide the following information.

**PO Number**



# City of Denton

City Hall  
215 E. McKinney St.  
Denton, Texas 76201  
[www.cityofdenton.com](http://www.cityofdenton.com)

## Legislation Text

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**File #:** CSAC24-033, **Version:** 1

---

Consider approval of the Community Services Advisory Committee's 2025 meeting schedule.



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**AGENDA INFORMATION SHEET**

**DEPARTMENT:** Community Services

**CM/ DCM/ ACM:** Christine Taylor, Assistant City Manager

**DATE:** December 12, 2024

**SUBJECT**

Consider approval of the Community Services Advisory Committee’s 2025 meeting schedule.

**STRATEGIC ALIGNMENT**

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

**DISCUSSION**

The Community Services Advisory Committee (CSAC) holds public hearings and makes decisions regarding the expenditure of federal Community Development Block Grant and Home Investment Partnership Program monies, General Fund dollars allocated by City Council, and other grant funding and City of Denton human service initiatives. This is work conducted during scheduled meetings of the CSAC.

Staff recommends a monthly meeting schedule for the committee to receive updates and presentations and provide direction on various funding and program initiatives. In previous years, the committee met monthly on the second Friday of each month. Staff can accommodate day or evening meetings contingent on committee consensus.

Important dates to consider when setting the 2025 meeting calendar are included below.

- New Year’s Day (City Holiday): Wednesday, January 1
- Martin Luther King, Jr. Day (City Holiday): Monday, January 20
- Denton ISD 2025 Spring Break: Monday, March 10 through Friday, March 14 (2<sup>nd</sup> Friday)
- University Spring 2025 Commencements: Thursday, May 8 through Sunday, May 11 (2<sup>nd</sup> Friday)
- Memorial Day (City Holiday): Monday, May 26
- Juneteenth (City Holiday): Thursday, June 19
- Independence Day (City Holiday): Friday, July 4
- Labor Day (City Holiday): Monday, September 1
- Veterans Day (City Holiday): Tuesday, November 11
- Thanksgiving Day (City Holiday): Thursday, November 27
- Friday After Thanksgiving (City Holiday): Friday, November 28
- University Winter 2025 Commencements: Thursday, December 5 through Sunday, December 8
- Christmas Eve (City Holiday): Wednesday, December 24
- Christmas Day (City Holiday): Thursday, December 25

**EXHIBITS**

Exhibit 1 - Agenda Information Sheet

Respectfully submitted:  
Dani Shaw  
Director of Community Services

Prepared by:  
Courtney Douangdara  
Deputy Director of Community Services