



# City of Denton

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

## Meeting Agenda

### Community Services Advisory Committee

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Saturday, March 30, 2024

8:30 AM

Development Service Center

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#### Special Called Meeting

After determining that a quorum is present, the Community Services Advisory Committee will convene in a Special Called Meeting on Saturday, March 30, 2024, at 8:30 a.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. [CSAC24-009](#) Consider approval of the minutes of February 9, 2024.

Attachments: [Exhibit 1 - CSAC Minutes February 9, 2024](#)

- B. [CSAC24-010](#) Receive a report, hold a discussion, and give staff direction regarding the following grant applicants: Communities in Schools of North Texas, City of Denton Parks and Recreation Department, Denton City County Day School, Denton Christian Preschool, Children's Advocacy Center of North Texas, Court Appointed Special Advocates of Denton County, Opening Doors International Services, Giving Grace, Denton County Friends of the Family, Our Daily Bread, The Salvation Army, Cumberland Youth and Family Services, North Texas Solutions for Recovery, Denton County MHMR, PediPlace, Health Services of North Texas, SPAN, and Tarrant Area Food Bank.

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 March 22, 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 #:** CSAC24-009, **Version:** 1

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Consider approval of the minutes of February 9, 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 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 (6): 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.

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HANNAH GARCIA  
CHAIR  
CITY OF DENTON, TEXAS

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

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



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## Legislation Text

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**File #:** CSAC24-010, **Version:** 1

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Receive a report, hold a discussion, and give staff direction regarding the following grant applicants: Communities in Schools of North Texas, City of Denton Parks and Recreation Department, Denton City County Day School, Denton Christian Preschool, Children's Advocacy Center of North Texas, Court Appointed Special Advocates of Denton County, Opening Doors International Services, Giving Grace, Denton County Friends of the Family, Our Daily Bread, The Salvation Army, Cumberland Youth and Family Services, North Texas Solutions for Recovery, Denton County MHMR, PediPlace, Health Services of North Texas, SPAN, and Tarrant Area Food Bank.



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### AGENDA INFORMATION SHEET

**DEPARTMENT:** Community Services

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

**DATE:** March 30, 2024

#### **SUBJECT**

Receive a report, hold a discussion, and give staff direction regarding the following grant applicants: Communities in Schools of North Texas, City of Denton Parks and Recreation Department, Denton City County Day School, Denton Christian Preschool, Children's Advocacy Center of North Texas, Court Appointed Special Advocates of Denton County, Opening Doors International Services, Giving Grace, Denton County Friends of the Family, Our Daily Bread, The Salvation Army, Cumberland Youth and Family Services, North Texas Solutions for Recovery, Denton County MHMR, PediPlace, Health Services of North Texas, SPAN, and Tarrant Area Food Bank.

#### **STRATEGIC ALIGNMENT**

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

#### **DISCUSSION**

Grant funds are awarded through the Community Services Advisory Committee (CSAC) review process that includes an application and presentation from the applicant to the committee, followed by recommendations to City Council from the committee.

Each applicant is invited to present to the CSAC. Applicants have five (5) minutes to provide information on the Organization, Project or Program Information and Beneficiaries. Committee members have five (5) minutes to ask the applicant questions related to application submission such as Objectives, Program/Project Details, Community Need and Impact, Human Resource Information, and Financial Data.

Funding presentations to the CSAC are scheduled to take place on March 8, 2024, and March 30, 2024. Organizations were notified of presentation schedules and format via email February 16, 2024, and February 20, 2024.

**2024/25 Community Development Grant Program Application  
Funding Presentation Schedule**

| <b>Friday, March 8, 2024   12 p.m. to 2 p.m.   Development Service Center (401 N. Elm)</b>     |  |                          |
|--|--|--------------------------|
| <b>ot</b>  | <b>Applicant Organization</b>                            | <b>Presentation Time</b> |
| 1  | Organization Name  |                          |
| 2  | City of Denton – Minor Repair Program                    | 12:05 p.m. to 12:15 p.m. |
| 3  | Denton Affordable Housing Corporation (DAHC)             | 12:20 p.m. to 12:30 p.m. |
| 4  | Habitat for Humanity of Denton County, Inc.              | 12:35 p.m. to 12:45 p.m. |
| 5  | Denia and Carl Young Park Upgrades                       | 12:50 p.m. to 1:00 p.m.  |
| 6  | Interfaith Ministries of Denton                          | 1:05 p.m. to 1:15 p.m.   |
| 7  |  |                          |
|  |  |                          |
| <b>Saturday, March 30, 2024   8:30 a.m. to 2p.m.   Development Service Center (401 N. Elm)</b> |  |                          |
| <b>ot</b>  | <b>Applicant Organization</b>                            | <b>Presentation Time</b> |
| 1  | Communities in Schools                                   | 8:30 a.m. to 8:40 a.m.   |
| 2  | CODPARD  | 8:45 a.m. to 8:55 a.m.   |
| 3  | Denton City County Day School                            | 9:00 a.m. to 9:10 a.m.   |
| 4  | Denton Christian Preschool                               | 9:15 a.m. to 9:25 a.m.   |
| <b>Break 1</b>   |  | 9:35 a.m. to 9:45 a.m.   |
| 5  | Children's Advocacy Center for North Texas, Inc.         | 9:50 a.m. to 10:00 a.m.  |
| 6  | Court Appointed Special Advocates of Denton County, Inc. | 10:05 a.m. to 10:15 a.m. |
| 7  | Opening Doors International Services                     | 10:20 a.m. to 10:30 a.m. |
| 8  | Giving Grace   | 10:35 a.m. to 10:45 a.m. |
| <b>Break 2</b>   |  | 10:50 a.m. to 11:00 a.m. |
| 9  | Denton County Friends of Family                          | 11:05 a.m. to 11:15 a.m. |
| 10   | Our Daily Bread, Inc.                                    | 11:20 a.m. to 11:30 a.m. |
| 11   | The Salvation Army, A Georgia Corp – Denton              | 11:35 a.m. to 11:45 a.m. |
| 12   | Cumberland Youth and Family Services                     | 11:50 a.m. to 12:00 p.m. |
| 13   | North Texas Solutions for Recovery                       | 12:05 p.m. to 12:15 p.m. |
| <b>Break 3</b>   |  | 12:20 p.m. to 12:30 p.m. |
| 14   | Denton County MHMR                                       | 12:35 p.m. to 12:45 p.m. |
| 15   | PediPlace  | 12:50 p.m. to 1:00 p.m.  |
| 16   | Health Services of North Texas                           | 1:05 p.m. to 1:15 p.m.   |
| 17   | SPAN, Inc.   | 1:20 p.m. to 1:30 p.m.   |
| 18   | Tarrant Area Food Bank                                   | 1:35 p.m. to 1:45 p.m.   |

**EXHIBITS**

Exhibit 1 - Agenda Information Sheet

Respectfully submitted:

Dani Shaw

Director of Community Services

Prepared by:

Alaina Graff

Grants Program Coordinator