

**MINUTES
CITY OF MCKINNEY, TEXAS
COMMUNITY GRANTS ADVISORY COMMISSION
THURSDAY, OCTOBER 20, 2011 AT 6:30 PM
COMMUNITY SERVICES CONFERENCE ROOM**

The Community Grants Advisory Commission (CGAC) of the City of McKinney, Texas, met in regular session in the Community Services Conference Room, 314 S. Chestnut, Thursday, October 20 at 6:30 p.m.

Commission members present included: Rachelle Campbell, Brenda Carter, Jeremiah Hammer, Kim Hubbard-Hall, Celso Martinez, Myra Taylor and William Wehunt. City Secretary, Sandy Hart; CDBG Administrator, Shirletta Best and CDBG Coordinator, Christine Lawton represented City staff.

Ms. Campbell called the meeting to order at 6:35 p.m.

The first items on the agenda were introductions and the Administration of the Oath of Office. Ms. Campbell introduced City Secretary, Sandy Hart to the Commission. Ms. Hart administered the Oath of Office to Rachelle Campbell, Jeremiah Hammer, Kim Hubbard-Hall, and Myra Taylor.

Next on the agenda was the election of Chair and Vice-Chair. Mr. Martinez made a motion to nominate Ms. Campbell as Chairperson and Ms. Campbell accepted. Mr. Wehunt seconded the motion. The motion passed unanimously 7-0. Chairperson Campbell nominated Mr. Martinez as Vice-Chair and Mr. Martinez accepted. Ms. Hubbard-Hall seconded the nomination. The motion passed unanimously 7-0.

The next agenda was the approval of the minutes from the May 26, 2011 Meeting. Chairperson Campbell asked if members had changes or additions to the minutes, in which there were none. Chairperson Campbell motioned for approval of the minutes and Vice-Chair Martinez seconded. The vote passed unanimously 7-0.

Next on the agenda was orientation for the Commission and to discuss the Community Support Grant (CSG) and the Community Development Block Grant (CDBG) Application and Public Hearing Process. Ms. Best described the roles and responsibilities of the Commission and discussed the tentative meeting schedule for the year. Ms. Best then explained the distinctions between the CSG and CDBG and stated that the City has allocated \$119,700 for CSG. It is the Commission's responsibility to determine which non-profit will receive a portion of those funds. The Commission will receive all the applications to review prior to the public hearings, scheduled on November 9 and 10. The deliberations meeting will take place on November 17.

Chairperson Campbell thanked everyone for their participation and motioned to close the meeting. Ms. Taylor seconded. The meeting adjourned at 7:31 p.m.

Chairperson Campbell