

**MINUTES
CITY OF MCKINNEY, TEXAS
COMMUNITY GRANTS ADVISORY COMMISSION
WEDNESDAY, OCTOBER 20, 2010, 7:00 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, Wednesday, October 20, 2010 at 7:00 p.m.

Commission members present included: Aaron McMahon (*Chairperson*) Rachelle Campbell (*Vice-Chair*), Brenda Carter, Celso Martinez, Ada Simmons, William Wehunt and Kim Hubbard-Hall. City Secretary, Sandy Hart; CDBG Administrator, Shirletta Best, and Interim Community Services Manager/Director of Planning, Jennifer Cox represented City staff. Councilwoman Geralyn Kever also attended.

Chairperson McMahon called the meeting to order at 7:00 p.m.

The first items on the agenda included introductions and the administration of the Oath of Office. Chairperson McMahon introduced City Secretary, Sandy Hart to the Commission. Ms. Hart administered the Oath of Office to Brenda Carter, Celso Martinez, and William Wehunt.

Next on the agenda was the election of Chair and Vice-Chair. Mr. McMahon made a motion to nominate himself to continue as Chair and Ms. Campbell seconded. The motion passed unanimously 7-0. Chairperson McMahon nominated Ms. Campbell to continue as Vice-Chair and Ms. Campbell accepted. Ms. Simmons seconded the nomination. The motion passed unanimously 7-0.

Approval of the minutes from the July 8, 2010 CGAC meeting was the next agenda item. Chairperson McMahon asked if commission members had changes or additions to the minutes, in which there were none. Chairperson McMahon motioned for approval of the minutes and Vice-Chair Campbell seconded. The vote passed unanimously 7-0.

The next agenda item was the Training and Overview of Community Grants Advisory Commission, FY 2010-2011. Ms. Best explained the responsibility of the Commission and the distinction of the two grant processes: The first grant, known as the Community Development Block Grant (CDBG), is funded by the U.S. Department of Housing and Urban Development (HUD) typically has its grant process in the spring. The second grant process typically takes place in the fall and is known under the Community Support Grant, (CSG). This grant is funded with city funding. Ms. Best then reviewed the Meeting Schedule, pointing out that next week they will hit the ground running with two Public Hearings for the Community Support Grant. She also noted meeting format changes of the City Council. Before her departure, Councilwoman Kever asked questions of staff including the release of Census 2010 data. Ms. Best responded that the U.S. Bureau of the Census (official name) estimated the release of data to begin February 2011. Ms. Kever also congratulated the returning Chair and Co-Chair for their leadership and thanked all members for their participation. Ms. Best further explained requirements of the Community Development Block Grant and how staff will assist the Commission in understanding the process.

The last agenda item included the Discussion and Review of FY 2010-2011 Community Support Application Process and Public Hearings. Ms. Cox described the Community Support Grant, reviewed criteria the CGAC will use while reviewing the application requests, and she reminded members of their decision to confirm a new policy, which allows a minimum grant of \$3,000 to an awarded agency. There is no maximum limit per agency, however, the total funding for the FY 2011 program is only \$119,700 and there are 24 applications to consider. Ms. Cox then distributed the grant review binders and clarified the Public Hearing schedule for both nights as follows:

- October 27, 2010. Wednesday night at 6:30 p.m. at the Roy and Helen Hall Memorial Public Library, Delaney Room, 101 E. Hunt Street,
- October 28, 2010. Thursday night at 6:30 p.m. in City Hall Council Chambers, 222 N. Tennessee Street.

The final Deliberations meeting will take place Thursday, November 18, 2010 in the Community Services Conference Room, 314 S. Chestnut.

Chairperson McMahon thanked everyone for their participation tonight and motioned to close the meeting. Ms. Hubbard-Hall seconded. The meeting was adjourned at 8:10 p.m.

Chairperson