

COMMUNITY GRANTS ADVISORY COMMISSION

NOVEMBER 8, 2018

The Community Grants Advisory Commission of the City of McKinney, Texas met in regular session in the 2nd Floor Conference Room, Municipal Building, 222 N. Tennessee Street, McKinney, Texas on November 8, 2018 at 6:30 p.m.

Commissioners Present: Chairman Randy Hubbard, Vice Chairman Essie Hennie, Commissioner Jennifer Mott, Commissioner William Wehunt. Absent: Commissioners Adrianna Pedraza, Samuel Franklin, and Donna Loughmiller

Staff Present: Community Services Administrator Shirletta Best, Community Services Coordinator Camille Smith, Administrative Assistant Judy Hawkins

Chairman Hubbard called the meeting to order at 6:44 p.m. after determining the presence of a quorum.

18-934 Chairman Hubbard called for the Minutes of the October 11, 2018 Meeting of the Community Grants Advisory Commission. Commissioners unanimously approved the motion by Commissioner Mott, seconded by Commissioner Hennie, to approve the minutes of the October 11, 2018 meeting of the Community Grants Advisory Commission.

18-935 Chairman Hubbard called for Grant Reviewer Training - Introduction to Using ZoomGrants Software. Commissioners viewed a ZoomGrants video on how to review and score grant applications. Passwords will be assigned to Commissioners as the grant season gets closer.

18-936 Chairman Hubbard called for Consideration/Discussion of the CDBG Consolidated Annual Performance Evaluation Report (CAPER). Administrator Best reviewed the parts of the CAPER Report including a summary of 2017-2018 activities and performance, the Program Year goals and outcomes, the Annual Consolidated Plan, beneficiaries by race and ethnicity, percent of low-to-moderate income individuals served, and allocation of expenditures.

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Vice Chairman Hennie presented a plaque from Habitat for Humanity in recognition of the vacant Anthony Street lots that were purchased with CDBG funds.

Commissioners unanimously approved the motion by Commissioner Wehunt, seconded by Commissioner Mott, to adjourn the meeting. The meeting adjourned at 7:24 p.m.

RANDY HUBBARD
Chairman