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, September 12, 2025, 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 Dale Tampke, Tracey Long, Kamyon Conner, Janet Scott-Harris, and Kamga Siewe
MEMBERS ABSENT: None

Called to order at 12:00 p.m. by Chair Dale Tampke with five members present.

Prior to moving to the Items for Individual Consideration, Chair requested Introductions of Committee Members and Staff since a New Committee Member joined. Proceeded to Items for Individual Consideration.

1. ITEMS FOR INDIVIDUAL CONSIDERATION

A. CSAC 25-025 – Consider approval of minutes of July 11, 2025.

Chair Dale Tampke requested a motion to approve the minutes as listed.

Member Janet Scott-Harris moved to approve the minutes. Member Tracey Long seconded the motion. The motion carried.

AYES (5): Members Dale Tampke, Tracey Long, Kamyon Conner, Janet Scott-Harris, and Kamga Siewe
NAYS (0): None

B. CSAC 25-026 – Receive a report regarding the status of the substantial amendment for HOME Investment Partnership (HOME) and HOME Investment Partnership Program American Rescue Plan (HOME-ARP) funds for the Tenant Based Rental Assistance Program.

Staff provided the committee with an update on the HOME and HOME-ARP funds. Last update in July to the committee discussed amendment process for unprogrammed funds to non-profits that provide Tenant Based Rental Assistance. Staff explained that the guidelines set forth by Housing and Urban Development (HUD) and City of Denton's Citizen Participation Plan, staff are required to go out for a 30-day public comment period beginning September 1-30, 2025. The objective is to take the substantial amendment to City Council in October depending on the procurement process that is needed. After City Council approves the substantial amendment, it will be submitted to HUD for review. Staff will modify agreements based on the approved amendment. One member asked about spending deadlines and commitment of funds. Staff

explained to the committee that HOME is usually required to commit funds within two years, but due to COVID-19, the commitment period was waived. HOME funds are required to be expended within seven years of award. The approximate amount of HOME funds available is $693,000.

C. CSAC 25-027 – Receive a report, hold a discussion, and give staff direction regarding the funding priority survey for the 2026 Action Plan for Housing and Community Development.

Staff explained that it's that time of the year to gain feedback from the community on 2026 Action Plan items. Staff requested guidance on two areas: overall content and structure of the survey, and how results should inform the committee's funding recommendations.

Committee discussed and made some recommendations to add additional questions that could provide information on who is completing the survey. Additional questions to add were:

- How many people live in the household?
- Do you own, rent, or live with someone else?

Committee members recommended that the structure be changed to a ranking method instead of choosing the top three priorities.

The committee brainstormed ways to market the survey. Staff informed the committee that the department will be working more with the City's Marketing and Communications team to promote and will explore other committee recommendations.

The committee agreed to review survey results prior to making funding recommendations for the 2026/27 program year. As response rates increase for the survey, the committee will consider a more formal inclusion of survey results in their annual funding recommendation process.

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 12:45 p.m.

DALE TAMPKE
CHAIR
CITY OF DENTON, TEXAS

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

MINUTES APPROVED ON October 10, 2025