

Community Relations Commission Meeting Minutes  
August 18, 2004

Present: Matt Shaheen, Chair  
Christy Doering  
Carol Moss  
H. Shaheen Salam  
Victoria Hoyos-Arango

Absent: Jane Stephenson, Stella Vea

Staff: Bob Buffington, Terrie Monroe, Jerry Bradley, Stacy Brown  
Heidi Aggeler - Consultant

The meeting was opened by Chair Matt Shaheen at 6:14 PM with the Pledge of Allegiance. The minutes of June 21, 2004 were unanimously approved. One visitor, David Woolard, was in attendance.

**Public Hearing – Community Development Annual Performance Report**

Bob Buffington presented the June, 2003 – May, 2004 Community Development Performance Report. The progress made in meeting the following five year goals and accomplishments were addressed:

- (1) To increase the supply of standard, affordable housing.
- (2) To create a seamless continuum of care for the homeless.
- (3) To increase the availability of housing, both traditional and supportive, for persons with special needs.
- (4) To address the social service needs of low and moderate income residents.
- (5) To address the economic needs of low and moderate income residents.
- (6) To maintain a suitable neighborhood living environment.

A motion was made to accept the Community Development Annual Performance Report June, 2003 – May, 2004. An amended motion was made to include the statement that “people are staying in the homes that they purchased with first-time homebuyer funds.” The motion was approved 5-0.

**Public Hearing – Consolidated Plan 2005 - 2009**

Heidi Aggeler, consultant with BBC Research & Consulting, reviewed the purpose, goals, and process to be used to complete the Consolidated Plan for the City of Plano. The following public meetings will be held:

September 22, 2004, 1:00 pm Gladys Harrington Library  
September 22, 2004, 7:00 pm Gladys Harrington Library  
October TBD City Council Chambers

Matt Shaheen encouraged the Commission members to participate in the Consolidated Plan process.

## **Discussion of Methods and Procedures for Administering CDBG/HOME and Community Services Grants**

The Commission discussed the methods and procedures for administering CDBG/HOME and Community Services Grants. It was decided to continue the separate processes for CDBG/HOME and Community Services Grants. A motion was made and approved to change the deliberation process of the Community Services Grants from starting with individual allocations to starting with a consolidated average of Commission member allocations. The Commission initiated a process to develop criteria to be used to evaluate applications for grant funds. A sub-committee may be formed in October to develop this tool.

## **Liaison to Transition and Revitalization Committee**

Carol Moss volunteered to be the Community Services Commission's liaison to the Transition and Revitalization Committee.

Mr. Shaheen stated that the next meeting will be on October 18th, 2004, at 6:00 pm. There was a motion and a second to adjourn the meeting, and the meeting was adjourned at 8:28 PM.

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Matt Shaheen, Chair