



**Applicant Review Panel
December 4, 2020 at 1:00 pm
Via Videoconference**

PANEL MEMBERS IN ATTENDANCE

Abigael McClean, Chair James Christianson William Cooper, Vice-Chair

STAFF IN ATTENDANCE

Matthew Dugan

CALL TO ORDER

The meeting was called to order at 1:00pm with all three members present.

CITIZEN COMMUNICATION: GENERAL

The first three speakers who register to speak no later than noon the day before the meeting will be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

No members of the public registered to speak.

1. APPROVAL OF MINUTES

On Jim Christianson's motion, Bill Cooper's second, the meeting minutes for the November 20, 2020 meeting were unanimously approved.

2. NEW BUSINESS

The ARP may discuss and take action on the following agenda items

A. Approach to assessing applications and application merits.

Members discussed the applications and scoring matrix. Each member will score every application on three categories: Analytical Skills, Impartiality, and Diversity/Austin.

Each category will be scored from 1 to 3, with 3 being the highest score. The members practiced scoring one application together. Matt Dugan with the Housing and Planning Department showed a draft map of the applications.

B. Define work plan

3. FUTURE AGENA ITEMS

Request future agenda items, information, and reports

ADJOURNMENT

Chair McClean adjourned the meeting at 1:40pm without objections.

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please call Matt Dugan at Housing and Planning Department, at (512-974-7665), for additional information; TTY users route through Relay Texas at 711.

For more information on the Applicant Review Panel, please contact Matt Dugan at 512-974-7665 or matthew.dugan@austintexas.gov