

**City of Lawrence, KS
Community Development Advisory Committee
February 28, 2019 Meeting Minutes**

MEMBERS PRESENT: Robert Baker, Peter Carttar, Graham Kreicker, Frank Pondrom, Kendall Simmons

MEMBERS ABSENT: Jenna Coker, Jonathan Holley, Holli Joyce

STAFF PRESENT: Danelle Walters, Brad Karr

[Meeting Audio](#)

Chair Baker called the CDAC meeting to order at 5:43 pm.

1. Introductions

The committee members introduced themselves.

2. Approval of the January 24, 2019 meeting minutes

Simmons moved to approve the [January 24, 2019 meeting minutes](#). Carttar seconded the motion. The motion passed 5-0.

3. Discussion of [2019 CDBG Public Service applications](#)

Walters gave the committee an update on the newly released HUD [low- and moderate-income data set](#). Effective April 1, 2019, [seven registered Neighborhood Associations](#) in Lawrence will no longer be classified as low- and moderate-income, and will not be eligible to apply for CDBG funding; one Neighborhood Association previously not low- and moderate-income will now be classified as low- and moderate-income and eligible for CDBG funding.

Walters explained this affected two current Neighborhood Associations applying for funding for the 2019 grant year, beginning August 1, 2019. The North Lawrence Improvement Association (NLIA) and the Old West Lawrence (OWL) applications would no longer be eligible for funding, and have been removed from the committee's application review packet.

Ted Boyle from NLIA thanked the committee for the past CDBG funding, and explained how this was a success story for them; the low-mod neighborhoods strive to no longer meet that classification. Boyle also thanked Walters for her efforts in administering the grant funding and helping him throughout the years.

Staff presented the committee with an updated [allocation spreadsheet](#) to assist in making their funding recommendations.

The committee reviewed the [2019 CDBG Public Service applications](#) and heard from the applicants in attendance.

Kreicker asked staff how much was requested in funding for the public service category, and how much was available to allocate. Walters said there were \$167,840 in requests, and an estimated \$105,000 available for to be allocated.

Baker indicated the Lawrence Community Shelter was requesting the largest amount, and as a starting point for discussion, felt they should receive at least the same amount in funding as last year. Kreicker **moved to fund item 8a. Lawrence Community Shelter, Operating Expenses at \$46,541.00.** Pondrom seconded the motion. The **motion passed 5-0.**

Carttar said he felt the majority of the remaining funding should go to the agencies providing emergency services, so he suggested, for the discussion to continue, to fund the neighborhoods at the same amount in funding as last year. Carttar **moved to fund Items 1a. Brook Creek Neighborhood Association, Operating/ Coordinator Expenses, 2a. East Lawrence Neighborhood Association, Operating/ Coordinator Expenses, 4a. Pinckney Neighborhood Association, Operating/ Coordinator Expenses, and 5a. Schwegler Neighborhood Association, Operating/ Coordinator Expenses at \$4,800 each.** Simmons seconded the motion. The **motion passed 5-0.**

Carttar said Housing and Credit Counseling, Inc. was the only organization, in his mind, that represented the interim between emergency services and helping prepare individuals for longer term transition to normalcy, and he would like to consider fully funding their requested amount. Carttar **moved to fund item 7a. Housing and Credit Counseling, Inc., Housing and Credit Counseling Program at \$10,540.00.** Kreicker seconded the motion. The **motion passed 5-0.**

Simmons suggested splitting the remaining amount of funding between the three remaining agencies who all provided emergency rent and utility assistance to clients. Simmons **moved to fund item 6a. Catholic Charities of Northeast Kansas, Lawrence Emergency Assistance Center, 9a. The Salvation Army, Emergency Service Council, and 10a. Success By 6 Coalition of Douglas County, Housing Assistance Fund at \$9,573.00 each.** Kreicker seconded the motion, for the purpose of further discussion. Kreicker suggested it might be more equitable if the allocation amounts were adjusted.

Kreicker **moved to amend the motion, by funding item 6a. Catholic Charities of Northeast Kansas, Lawrence Emergency Assistance Center at \$10,573.00, 9a. The Salvation Army, Emergency Service Council at \$10,573.00, and 10a. Success By 6 Coalition of Douglas County, Housing Assistance Fund at \$7,573.00.**

Simmons agreed to the amendment to her motion. The **amendment to the motion passed 5-0.**

Simmons **moved to fund item 6a. Catholic Charities of Northeast Kansas, Lawrence Emergency Assistance Center at \$10,573.00, 9a. The Salvation Army, Emergency Service Council at \$10,573.00, and 10a. Success By 6 Coalition of Douglas County, Housing Assistance Fund at \$7,573.00.** Kreicker seconded the motion. The **motion passed 5-0.**

Carttar asked historically, how often these numbers changed. Walters said almost 100% of the time, based on changes to the amount awarded from HUD. Baker reminded the committee these numbers were just a preliminary recommendation, and could be reviewed and changed at a future meeting.

4. Public Comment

There was no public comment.

5. Miscellaneous/Calendar

The next meeting of the CDAC will be on March 14, 2019. The committee will review and recommend allocations for the [2019 CDBG Non-Public Service applications](#). Staff will notify the applicants of the date and time of the meeting.

Walters said staff would work on determining the amount of reallocation and program income to be added to the Non-Public Service category and would notify the committee members of the estimated funding amounts available for allocation.

6. Adjourn

Carttar **moved to adjourn the meeting.** Pondrom seconded the motion. The **motion passed 5-0.**

Attendance Record

Members	Jan 10	Jan 24	Feb 14	Feb 28	Mar 14	Mar 28	April 11	April 25							
Robert Baker	+	+	NQ	+											
Peter Carttar	+*	+	NQ	+											
Jenna Coker	E	E	NQ	E											
Jonathan Holley	+	+	NQ	+											
Holli Joyce	+*	+	NQ	E											
Graham Kreicker	+*	+	NQ	+											
Frank Pondrom	+	+	NQ	+											
Lea Roselyn	+*	+^													
Kendall Simmons	+	+	NQ	+											

E	Excused Absence	U	Unexcused Absence
X	Meeting Cancelled – Weather Conditions	-	Meeting Cancelled – Committee Vote/No Business
*	First meeting after appointment	**	Last Meeting Prior to expired term
^	Last Meeting	NQ	No Quorum