

**City of Lawrence, KS
Community Development Advisory Committee
January 14, 2016 Minutes (City Commission Room)**

MEMBERS PRESENT: Frank Brown, Jenna Coker, Alex Delaney, Steven Koprince, James Minor, Blake Swenson, Patrick Wilbur

MEMBERS ABSENT: Jonathan Holley

STAFF PRESENT: Danelle Dresslar, Brad Karr

PUBLIC PRESENT: Ted Boyle, Shannon Oury

Chair Wilbur called the meeting to order at 5:30 p.m.

1. Introductions.

Members introduced themselves.

2. Approval of the November 12, 2015 Minutes.

Delaney moved **to approve the CDAC meeting minutes from November 12, 2015**. Minor seconded the motion. The motion **passed 7-0**.

3. Election of Chair and Vice Chair.

Wilbur moved **to nominate Delaney for Chair**. Delaney accepted the nomination. Minor seconded the motion. No other nominations were received. The motion **passed 7-0**.

Delaney moved **to nominate Koprince for Vice Chair**. Koprince accepted the nomination. Wilbur seconded the motion. No other nominations were received. The motion **passed 7-0**.

4. Discussion of 2016 CDBG and HOME applications and timeline.

Dresslar explained the Committee would need to set a timeline for application review at future meetings, and to keep in mind the [Step Up to Better Housing Strategy](#) during the allocation process.

Dresslar suggested reviewing the Capital Improvement allocations last, since there could be reallocated funds added to the grant. There are also several applications awaiting HUD determination as eligible projects; if the projects are not eligible as Capital Improvements, they could possibly qualify as Public Service projects but would be subject to the Public Service 15% cap.

Dresslar also informed the Board the Salvation Army is now administering the Emergency Services Council which has received funding in the past under the Ballard Center. The Salvation Army has also submitted an application for \$10,000 for a case management program, but the program is not an eligible expense in the CDBG program; Dresslar asked the Committee to ignore that portion of the Salvation Army application.

The board agreed to start with the Neighborhood Associations first, then Public Service Agencies, then HOME, followed by Capital Improvements.

The tentative schedule would be:

- January 28, 2016 – Neighborhood Associations and begin Public Service Agencies
- February 11, 2016 – Public Service Agencies
- February 25, 2016 – HOME
- March 10, 2016 – Capital Improvements
- March 24, 2016 – available as a meeting day to catch up if needed
- April 14, 2016 – Public Hearing

Dresslar reminded the Committee the dollar figures for the allocation amounts are still an estimate at this point; the actual numbers will be provided when received from HUD.

Delaney asked if Staff could provide the spreadsheet from the beginning of the 2015 allocation for comparison.

5. Public Comment.

There was no public comment.

6. Miscellaneous/Calendar.

The next meeting of the CDAC will be January 28, 2016 at 5:30 pm in the City Commission room of City Hall.

7. Adjourn.

Delaney moved **to adjourn the January 14, 2016 meeting of the CDAC at 5:52 p.m.**
Coker seconded the motion. The motion **passed 7-0.**

Attendance Record

Members	Jan 14	Jan 28													
Frank Brown	+														
Jenna Coker	+														
Alex Delaney	+														
Jonathan Holley	U														
Steven Koprince	+														
James Minor	+														
Blake Swenson	+														
Patrick Wilbur	+														

- 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