

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

**MEMBERS PRESENT:** Frank Brown, Jenna Coker, Alex Delaney, Jonathan Holley, Steven Koprince, James Minor, Kendall Simmons, Blake Swenson, Patrick Wilbur

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Danelle Dresslar

**PUBLIC PRESENT:** Robert Baker, Tenants to Homeowners

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

**1. Introductions.**

Members introduced themselves.

**2. Approval of the March 10, 2016 Minutes.**

Holley moved **to approve the CDAC meeting minutes from March 10, 2016**. Delaney seconded the motion. The motion **passed 9-0**.

**3. Discussion of 2016 allocations from HUD.**

Dresslar spoke regarding the HUD allocation. Actual allocation numbers have been released to staff regarding the 2016 program year. CDBG was an amount of \$647,738 which was a 4.76% cut from the 2015 program year and HOME was increased by 2.59% for a total of \$336,152. The allocations are formula allocations based on the rolling average of the American Community Survey and this is why they change from year to year. The committee's draft spreadsheet has been updated to show the new amounts within the administrative and CHDO operations funding caps. The increase in the HOME allocation needing allocated is \$5940. For the HOME discussions this session, two projects were not fully funded, 15b, the First Time Homebuyer Program and the CHDO Set-Aside funding. Staff's suggestion would be for the CDAC to choose one of those two programs for the remainder of the funding.

Delaney opened the committee discussion regarding the additional HOME funding. Delaney asked if staff had any recommendation for either of the projects being discussed, and Dresslar stated Robert Baker was present from Tenants to Homeowners and could speak to the impact of either program receiving the funding. Delaney said he was comfortable leaving the CHDO Set-Aside where it was currently funded and increasing the Homebuyer program. Baker indicated the additional funding would help either of the two programs; however there was more opportunity to utilize the funds in CHDO Set-Aside. Baker added whatever the committee decided would work fine for Tenants to Homeowners. Delaney asked if this was staff's recommendation. Dresslar indicated Staff would concur with what TTH had said, and would recommend the funding be placed in CHDO Set-Aside, but it is ultimately the committee's decision. One project housed families and one project built houses for families so it is up to them where their priority is.

Delaney **moved to fund 15a, Tenants to Homeowners CHDO Set-Aside at \$105,729.** The motion was seconded by Koprince. The motion **passed 9-0.**

Dresslar indicated the committee would be required to cut a total of \$32,352 from CDBG. Administration has already been adjusted by staff at an amount of \$129,548. To obtain the required cap of 15%, a total of \$4,853 must be taken out of public services, which is a 4.76% cut. Capital Improvements must be cut at 2.81%, or a dollar amount of \$21,029. As a reminder, most capital improvement projects were fully funded with the exception of the Community Development Division (CDD) programs which offered a reduced allocation. Dresslar indicated she reached out to Colby Wilson at the Boys and Girls Club of Lawrence and had asked them what a reduction to the CDBG recommended allocation would do to the project. Wilson was sympathetic to the situation the committee was in and said they would be able to absorb the cut of \$21,029 to the project. Dresslar said in her conversation with Wilson he was very understanding of the situation and knew the numbers could always be changed.

Delaney asked for staff opinion on cutting the amount from the weatherization program.

Dresslar indicated CDD cut their request to very minimum to keep the programs running. The committee has the full authority to decide where to take the remaining reduction from, but staff warns them if it is taken from Weatherization the program will not have enough funding to take place in 2016. Coker said she did not want to see the program taken away in 2016 because of how it helps many homeowners. Koprince agreed and said Boys and Girls Club has other funding sources for this project and they were still being funded at a large level.

Swenson asked if the sidewalk gap program was cut was their other City budget items would cover it. Dresslar could not confirm there was another line item that would supplement this program.

Delaney **moved to fund 13a, The Boys and Girls Club of Lawrence New Building Construction for \$228,971.** The motion was seconded by Minor. The motion **passed 9-0.**

Delaney asked the committee where the cuts should be made in public services. A suggestion was made to both cut the total dollar amount evenly across the board or by a percentage across the board. A suggestion was made to cut each at 4.76%, ensuring a fair amount of reduction to each project.

Delaney **moved to fund 1a, Brook Creek Neighborhood Association at \$5,285; 2a, East Lawrence Neighborhood Association at \$5,285; 3a, North Lawrence Improvement Association at \$5,285; 4a, Pinckney Neighborhood Association at \$5,285; 5a, Catholic Charities of North East Kansas at \$8,572; 6a, Community Living Opportunities at \$13,572; 7a, Housing and Credit Counseling, Inc. at \$4,762; 9a, Lawrence Community Shelter (LCS) at \$26,191; 10a, The Salvation Army at \$13,095; 11a, Success By 6 at \$7,584; and 12a, Willow Domestic Violence Center at \$2,244.** The motion was seconded by Wilbur. The motion **passed 9-0.**

#### **4. Public Comment**

There was no public comment.

#### **5. Miscellaneous/Calendar.**

Dresslar reminded the committee the public hearing for the 2016 allocations will be their next meeting on April 28, 2016 at 6 pm. The meeting will begin for the committee at 5:45 and they will approve the minutes and discuss any other agenda items before opening the public hearing. The spreadsheet and notice for the public hearing will be sent to all applicants and a notice to the public will be run in the Lawrence Journal World on April 21. The Action Plan will be available to the public beginning April 25 and the 30-day comment period for the document will begin on April 28. After the public hearing and the recommendations are confirmed by the committee the item will be brought to the City Commission for approval. Delaney will need to be available to attend the meeting so Dresslar will work with him on the agenda date. The recommendations and Action Plan are due to HUD by June 15, 2016.

**6. Adjourn.**

Koprince moved **to adjourn the April 14, 2016 meeting of the CDAC at 5:45 p.m.**  
 Wilbur seconded the motion. The motion **passed 9-0.**

**Attendance Record**

Members	Jan 14	Jan 28	Feb 11	Feb 25	Mar 10	Apr 14	Apr 28									
Frank Brown	+*	+	E	+	+	+										
Jenna Coker	+	+	+	E	+	+										
Alex Delaney	+	+	+	+	+	+										
Jonathan Holley	U	U	U	+	+	+										
Steven Koprince	+	+	E	E	+	+										
James Minor	+	U	+	E	+	+										
Blake Swenson	+*	+	+	+	+	+										
Patrick Wilbur	+	+	+	E	+	+										
Kendall Simmons			+*	+	+	+										

- 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