

**City of Lawrence, KS
Community Development Advisory Committee
April 27, 2017 Minutes (City Commission Room)**

MEMBERS PRESENT: Frank Brown , Jenna Coker, Alex Delaney, Jonathan Holley, Matthew Kapfer, Steven Koprince, James Minor, Frank Pondrom, Kendall Simmons

MEMBERS ABSENT: Will Averill, Blake Swenson

STAFF PRESENT: Danelle Dresslar, Brad Karr

Chair Koprince called the meeting to order at 5:45 p.m.

1. Approval of the April 13, 2017 Minutes

Delaney moved **to approve the CDAC meeting minutes from April 13, 2017**. Minor seconded the motion. The motion **passed 9-0**.

2. Discussion of summer meeting schedule

Dresslar explained the committee does not have any business to attend to until the first meeting in September, and historically has voted to cancel the summer meetings of the CDAC.

Koprince moved to cancel the May, June, July, and August meetings of the CDAC. Coker seconded the motion. The motion passed 9-0.

Dresslar said staff would send the 2018 grant application templates to the committee members for review in August, to be discussed at the first meeting in September. Dresslar asked the committee to submit any suggested changes to the application templates to staff by August 30, 2017.

3. Miscellaneous/Calendar

The next meeting of the CDAC will be on September 14, 2017. The fall public hearing will be on September 28, 2017.

Dresslar informed the committee there are three members whose terms on the CDAC expire on September 30, 2017: Minor, Coker, and Kapfer expire, but all are eligible for reappointment. Coker indicated she would like to be reappointed. Minor and Kapfer said they would inform staff before the expiration date if they would like to be reappointed.

4. (6:00pm) Recess meeting to conduct Public Hearing

Holley moved to recess the meeting of the CDAC to conduct the Public Hearing. Minor seconded the motion. The motion passed 9-0.

Koprince opened the Public Hearing at 6:00pm.

Dresslar explained the Public Hearing is for the 2017 Action Plan and Investment Summary. The Action Plan has been available to the public since April 20, 2017, and the required 30

day comment period begins on April 27, 2017. The Action Plan states the activities to be undertaken during the 2017 grant year, which for Lawrence begins on August 1, 2017. The Action Plan also discusses what measures will be taken to evenly distribute any increase or decrease in funding when the 2017 allocation amount is announced by HUD. The Action Plan will be presented to the City Commission for approval in May. The Action Plan is due to HUD by June 15, 2017, unless the actual allocation amount has not been announced.

Estimated allocation amounts on the Investment summary will be adjusted by staff on an even percentage basis, except for the allocation to the Willow Domestic Violence Center which will continue to receive the full allocation amount. Allocation amounts may also have to be adjusted to reflect the amount of program income actually received by the Action Plan submission date.

Nabila Formusoh, Coordinator of the Accessible Housing Program for Independence Inc, thanked the committee for the awarded allocation. The program will help low income renters with a disability to have accessibility modifications made to their housing.

Simmons made a motion to close the Public Hearing. Minor seconded the motion. The motion passed 9-0.

Koprince reconvened the meeting of the CDAC.

5. Public Comment

There was no public comment for the CDAC meeting.

6. Adjourn

Koprince moved **to adjourn the April 27, 2017 meeting of the CDAC at 6:12 p.m.** Holley seconded the motion. The motion **passed 9-0.**

Attendance Record

Members	Jan 12	Jan 26	Feb 9	Feb 23	Mar 9	April 13	April 27									
Will Averill			+	E	+	E	E									
Frank Brown	+	+	E	+	E	+	+									
Jenna Coker	E	E	+	+	E	+	+									
Alex Delaney	+	+	+	+	+	+	+									
Jonathan Holley	+	+	+	+	+	+	+									
Matthew Kapfer	+	+	+	E	+	+	+									
Steven Koprince	+	+	+	E	E	+	+									
James Minor	+	+	U	+	E	+	+									
Frank Pondrom	+	+	+	+	+	+	+									

Blake Swenson	E	+	+	E	+	+	U									
Kendall Simmons	+	+	+	E	U	+	+									

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		