

**City of Lawrence, KS
Community Development Advisory Committee
January 12, 2017 Minutes (City Commission Room)**

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

MEMBERS ABSENT: Jenna Coker, Blake Swenson

STAFF PRESENT: Danelle Dresslar, Brad Karr

PUBLIC PRESENT: Eric Sader

Delaney called the meeting to order at 5:35 p.m.

1. Introductions.

The committee members introduced themselves.

2. Approval of the September 22, 2016 Minutes.

Holley moved **to approve the CDAC meeting minutes from September 22, 2016.** Koprince seconded the motion. The motion **passed 7-0.**

3. Election of Chair and Vice Chair.

Delaney moved to nominate Koprince for Chair of the CDAC. Minor seconded the motion. Koprince accepted the nomination. There were no other nominations for Chair. The motion passed 7-0.

Delaney moved to nominate Holley for Vice Chair of the CDAC. Koprince seconded the motion. Holley accepted the nomination. There were no other nominations for Vice Chair. The motion passed 7-0.

Simmons arrived at the meeting.

4. Discussion of 2017 CDBG and HOME applications and timeline.

The committee discussed the order in which the applications would be reviewed. Dresslar reminded the committee to keep the City Commission adopted "Step Up to Better Housing" strategy in mind when reviewing applications; also the effectiveness, benefit, and impact of any proposed program or project should be carefully examined. Staff provided the committee with an estimate of the 2017 funding for CDBG and HOME, and a spreadsheet listing all of the received application requests for funding.

The committee tentatively agreed to begin reviewing the public service applications at the January 26, 2017 and February 9, 2017. HOME applications would tentatively be reviewed at the February 23, 2017 meeting, and Non-Public Service (Capital Improvement) applications would tentatively be reviewed at the March 9, 2017 meeting. After completion of the allocation recommendations, a public hearing would be held at the April 27, 2017 meeting.

Delaney asked staff to send a copy of the neighborhoods map to the committee.

5. Public Comment.

Eric Sader with the Lawrence Douglas County Housing Authority gave the committee some demographics of the Tenant Based Rental Assistance (TBRA) program funded with the HOME grant. There are currently 16 families, which consist of 45 individuals, in the voucher based TBRA program; all of the families are single parent households, with 80% female head of household; around 50% of the families identify as black, which is a larger number than the racial composition of the community.

6. Miscellaneous/Calendar.

The next meeting of the CDAC will be on January 26, 2017 and the committee will begin reviewing the CDBG Public Service applications.

7. Adjourn.

Delaney moved **to adjourn the January 12, 2017 meeting of the CDAC at 6:02 p.m.** Simmons seconded the motion. The motion **passed 8-0.**

Attendance Record

Members	Jan 12	Jan 26	Feb 9	Feb 23	Mar 9											
Frank Brown	+															
Jenna Coker	E															
Alex Delaney	+															
Jonathan Holley	+															
Matthew Kapfer	+*															
Steven Koprince	+															
James Minor	+															
Frank Pondrom	+*															
Blake Swenson	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