

# City of Lawrence

## Affordable Housing Advisory Board

### September 9, 2019 minutes

MEMBERS PRESENT: Rebecca Buford, Susan Cooper, Ron Gaches, Edith Guffey, Thomas Howe, Patrick Kelly, Paul Nuzum, Dana Ortiz, Shannon Oury, Monte Soukup, Sarah Waters, Erika Zimmerman

MEMBERS ABSENT: None

STAFF PRESENT: Diane Stoddard, Assistant City Manager; Scott McCullough, Director of Planning and Development Services; Danielle Buschkoetter, Budget and Strategic Initiatives Manager; Danelle Walters, Community Development Manager; Jeff Crick, Planning Manager; Alissa Ice, Housing Administrator

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Chair Gaches called the meeting to order at 11:00 am. [ENTIRE VIDEO](#)

#### **1. General Public Comment**

None

#### **2. Approve Minutes from August 12, 2019 meeting – [VIDEO](#)**

Soukup moved to approve the minutes from August 12, 2019 meeting. Howe seconded the motion. The motion passed 11 – 0.

#### **3. Monthly Financial Report – [VIDEO](#)**

The monthly financial report is available on the City of Lawrence [opengov.com website](http://opengov.com).

Buschkoetter reported on the sales tax earnings. The budget is on track with expectations.

#### **4. Receive HOME, CAPER, and public hearing overview - [VIDEO](#)**

A public hearing will take place at the October AHAB meeting to receive public comment regarding the City of Lawrence's CAPER report.

#### **5. Consider the second 2019 Funding Round – [VIDEO](#)**

Soukup requested that the scoring matrix have the same points possible for all types of proposals.

Ortiz requested that the leverage calculation be defined within the application and NOFA.

Gaches raised a question about the differences in leverage calculations for larger mixed-use projects and smaller projects and programs.

Ortiz moved to recommend approval of all of the documents associated with item 5 with suggested changes regarding adding the leverage calculation to the application and NOFA and normalized scoring on the scoring matrix. Soukup seconded the motion. The motion passed 11 – 0.

**6. Consider holding an additional AHAB meeting on Monday, October 28, 2019 – [VIDEO](#)**

Chair scheduled an additional AHAB meeting on Monday, October 28, 2019 at 11:00 am for NOFA application reviews and presentations.

**7. Formal Consideration of Text Amendment TA-18-00437 - [VIDEO](#)**

Prior to recusing herself, Buford noted her approval of the Planning Commission's recommendation for the Text Amendment. 11:32 am

Ourly arrived at meeting – 11:40 am

Gaches noted that Planning Commission's recommendation is a good compromise

Howe noted that some neighborhoods are against the proposed Text Amendment

Gaches allowed for Public Comment pertaining to Text Amendment.

Nicholas Ward made public comment about Brookcreek Neighborhood Association and East Lawrence's concerns with Text Amendment.

Guffey said she will be abstaining from voting for recommendation.

Howe moved to recommend the resolution of support be accepted. Zimmerman seconded the motion. The motion passed 11 – 0 and Guffey abstained.

**8. Consider Quick Updates - [VIDEO](#)**

Diane Stoddard noted that AHAB is looking for a board member and if any members know of anyone, they should direct them to the Lawrence site.

**9. Other new business**

None

**10. Next meeting/Future agenda items - [VIDEO](#)**

Kelly would like to discuss moving the AHAB meeting time to accommodate future board member's schedules.

**11. Adjourn - [VIDEO](#)**

Gaches adjourned the meeting.

Future Meeting Dates / Tentative Agenda items

October 14, 2019 -

November 11, 2019 -

December 9, 2019 –

These minutes were approved by the Board: October 14, 2019

2019 Attendance	Jan	Feb	March	Apr	May	June	July		Aug	Sept	Oct	Nov	Dec
Brown, Andrew	+	U	E	E	U	U	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Buford, Rebecca	+	+	E	+	+	+	R	R	+	+			
Cooper, Susan	+	E	+	U	+	+	+	+	+	+			
Gaches, Ron	+	E	+	+	+	+	+	+	+	+			
Guffey, Edith	+	E	+	E	+	+	+	+	+	+			
Howe, Thomas	+	+	U	+	+	+	+	+	+	+			
Kelly, Patrick	N/A	E	+	+	+	+	E	+	+	+			
Nuzum, Paul	+	+	+	+	+	+	+	+	+	+			
Ortiz, Dana	+	+	+	+	+	+	+	R	+	+			
Oury, Shannon	+	+	+	+	+	+	R	R	+	+			
Soukup, Monte	+	+	+	+	+	+	+	+	+	+			
Waters, Sarah	+	+	+	E	+	+	+	+	+	+			
Zimmerman, Erika	+	+	+	E	+	+	+	R	+	+			

(+) - in attendance; (U) - unexcused absence; (E) - excused absence; (R) - recusal

A Board member having **three or more unexcused absences** or **five or more absences for any reason** during one (1) calendar year shall be deemed by the Board to have involuntarily resigned his or her position. Failing to notify the Chair of an absence at least 24 hours prior to a scheduled meeting shall count as an unexcused absence. Attendance will be reviewed regularly to ensure compliance.