



**COMMUNITY DEVELOPMENT ADVISORY BOARD
MONDAY, June 8, 2020, 4:15 P.M.
COMMISSION ROOM, CITY HALL
LEAVENWORTH, KANSAS**

Chairman Charles Davis called the meeting to order at 4:31 p.m. and noted a quorum was present. Board members present Bobbi Snyder, Sister Paula Rose and Mike Seufert. Ralph Taylor had an excused absence and Sonya Gordon was absent. Staff members present were Community Development Coordinator Mary Dwyer and Administrative Assistant Michelle Baragary.

Charles Davis, Mary Dwyer and Michelle Baragary were present in the commission chambers. Bobbi Snyder, Sr. Paula Rose and Mike Seufert participated via GoToMeeting.

Chairman Davis called for the first item on the agenda: to hold Public Hearing #1 for the Community Development Block Grant (CDBG) funds.

Chairman Davis opened the public hearing and called for questions, comments, or concerns about unmet public need.

Community Development Coordinator Mary Dwyer stated this is to discuss unmet public need addressed by CDBG funds and to discuss the allocation of funding for the Annual Action Plan (AAP).

With no questions or comments from the public or board members, Chairman Davis closed the public hearing.

Chairman Davis called for the next item on the agenda: Discuss the proposed 2020-21 Annual Action Plan funding – including change for infrastructure and public service.

Ms. Dwyer stated she apologizes for the confusion as she had misread the documents provided from HUD about the COVID related response. The original thought was that we could allocate more of the original CDBG funds toward COVID response for public service agencies; however, that was incorrect. The synopsis indicates \$70,000 was allocated toward public service agencies. This amount will be reinserted toward the home repair program and first time home buyers program. This will change the Home Repair Program budget to \$156,222 and the First Time Home Buyers Program to \$76,413.

Ms. Dwyer further stated the Infrastructure program has a budget of \$100,000. The City of Leavenworth has many private sewer lines, especially in the northeast quadrant. This money will be used to work with Public Works to repair one private sewer line in the northeast quadrant, which services five properties.

Sr. Paula Rose asked if funds will help with more lines or just the one sewer line.

Ms. Dwyer responded it will only be for the one sewer line but serving 5 properties.

Sr. Paula Rose asked if Public Works will help with the cost of the project.

Ms. Dwyer stated Public Work's portion would be in the engineering cost and construction management but not in the actual construction.

With no further questions or comments, Chairman Davis called for the next item on the agenda: Discuss current public service agency funding.

Ms. Dwyer stated all public service agencies we currently fund has tentatively been given a pro-rated increase according to the board's recommendations. The total budget for public service agencies is \$51,377. The breakdown is as follows:

- Catholic Charities of Northeast Kansas (CCNEKS) - \$4,209
- Court Appointed Special Advocates (CASA) - \$12,881
- The Leavenworth Mission (LVM) - \$7,510
- St. Vincent's Clinic (SVC) - \$9,554
- Welcome Central (WC) - \$4,600
- The Guidance Center (GC) - \$4,287
- Alliance Against Family Violence (AAFV) - \$8,334

With no further questions or comments, Chairman Davis called for the next item on the agenda: Discuss the CDBG-CV funding and process.

Ms. Dwyer stated we received funds of \$201,489 to address COVID related prevention and response. \$100,000 will go toward small businesses who are doing employment retention and \$101,489 will go toward public service agencies. Requests for proposals for public service agencies have been released. Public service agencies have until June 16, 2020 to apply. We are waiting for the federal guidelines before moving forward with the funds for small businesses.

Sr. Paula Rose asked if the applications from public service agencies will be complete prior to the next board meeting.

Ms. Dwyer stated the applications will be submitted but will not be ranked by our next meeting. The allocation of funds will be awarded by staff.

With no further questions or comments, Chairman Davis called for the next item on the agenda: Approval of the minutes from March 9, 2020 meeting. Mr. Seufert moved to accept the minutes as presented, seconded by Sr. Paula Rose and approved by a vote of 4-0.

Chairman Davis call for a motion to adjourn. Ms. Snyder moved to adjourn, seconded by Sr. Paula Rose and approved by a vote of 4-0.

Meeting adjourned at 4:54 p.m.

MD:mb