



**COMMUNITY DEVELOPMENT ADVISORY BOARD
MONDAY, MARCH 14, 2022, 4:15 P.M.
COMMISSION ROOM, CITY HALL
LEAVENWORTH, KANSAS**

Chairman Charles Davis called the meeting to order at 4:15 p.m. and noted a quorum was present. Board members present in the commission chambers Charles Davis, Ralph Taylor, Mike Seufert, Bobbie Snyder, Sr. Paula Rose, Brian Keeley and Tony Majors. Staff members present were Community Development Coordinator Julie McKeel and Administrative Assistant Michelle Baragary.

Welcomed new Board Member Tony Majors.

Chairman Davis called for the first item on the agenda: Approval of the minutes from February 14, 2022 meeting. Ms. Snyder moved to approve the minutes as presented, seconded by Mr. Seufert and approved by a vote of 7-0.

Chairman Davis called for the next item on the agenda: Public Hearing #2 for the CDBG five-year Consolidated Plan and Annual Action Plan.

Chairman Davis called for a motion to open the public hearing. Sr. Paula Rose moved to open the public hearing, seconded by Mr. Taylor and passed by a vote of 7-0.

With no citizen comments, Chairman Davis called for a motion to close the public hearing. Mr. Seufert moved to close the public hearing, seconded by Mr. Keeley and passed by a vote of 7-0.

Chairman Davis called for the next item on the agenda: Vote to submit the 2022-26 CDBG five year Consolidated Plan and Annual Action Plan to the City Commission.

Community Development Coordinator Julie McKeel stated she verified with HUD that the 2017 census is the correct census used. Added affordable housing and transportation to the citizen's participation outreach section on PR-15 charting.

Chairman Davis called for a motion to submit the 2022-26 CDBG five year Consolidated Plan and Annual Action Plan to the City Commission. Mr. Seufert moved to submit the 2022-26 CDBG five year Consolidated Plan to the City Commission, seconded by Sr. Paula Rose and approved by a roll call vote 7-0.

Chairman Davis called for a motion to submit the Annual Action Plan to the City Commission. Mr. Keely moved to submit the Annual Action Plan to the City Commission, seconded by Mr. Taylor and approved by a roll call vote 7-0.

Chairman Davis called for the next item of the agenda: Update Bylaws.

Ms. McKeel stated there were a few minor revisions. Member shall serve three year terms, not two year terms. Meeting time was changed from 4:00 p.m. to 4:15 p.m.

Chairman Davis called for a motion to approve the revised bylaws. Mr. Seufert moved to approved the revised bylaws as presented, seconded by Sr. Paul Rose and approved by roll call vote 7-0.

Chairman Davis called for the next item on the agenda: Other matters and correspondence.

Ms. McKeel stated the Board has already voted on the amounts the five public service agencies will receive. How does the Board want to handle any shortage or overage of the actual award when received.

Sr. Paula Rose stated in the past, they used a percentage to manage the difference between the projected amount that has been awarded to the public service agencies versus the actual award received from the government.

Mr. Keeley stated any additional award received it would be allocated to the agencies on a pro rata basis.

With no further business to discuss, Chairman Davis called for a motion to adjourn. Mr. Seufert moved to adjourn, seconded by Ms. Snyder and approved by a vote 7-0.

Ms. McKeel stated the next meeting will be September 12th.

Meeting adjourned at 4:33 p.m.

Minutes taken by Administrative Assistant Michelle Baragary.