



COMMUNITY DEVELOPMENT ADVISORY BOARD
MONDAY, June 12, 2023, 4:15 P.M.
COMMISSION ROOM, CITY HALL
LEAVENWORTH, KANSAS

Call to Order:

Chairman Charles Davis called the meeting to order at 4:15 p.m. and a quorum was present.

Board members present in the commission chambers:

Chairman Charles Davis Vice Chairman Ralph Taylor Sr Paula Rose Jauernig Brian Keeley
Mary Mack

Board members absent:

Tony Majors Mike Seufert

City Staff members present:

Community Development Coordinator, Julie McKeel
Community Development Admin Clerk, Krystal Robertson

Approval of the April 10, 2023 minutes:

Chairman Charles Davis requested a motion to approve the minutes, as presented.
Motedioned by Board Member Mary Mack.
Seconded by Board Member Sr Paula Rose.
Approved by a vote of 5-0

Discussion of HUD Income Limits

CDAB had requested to see the HUD Income Limits. Ms McKeel reviewed the current 2022 guidelines and the 2023 guidelines that will be in effect on 6-15-23. Comparison and updates were reviewed. Explanation on how HUD configures these guidelines can be found on HUD Exchange. Leavenworth City does not have their own individual guidelines and must use the guidelines for KC Metro Area, per HUD.

Board Member Sr Paula Rose asked what percentage of income that low income housing persons have to pay for rent? Ms McKeel advised that information would be better answered by Public Housing Authority and offered to email the information. Board Member Sr Paula Rose declined.

Radon Testing & Home Repair Program:

Radon testing will now be conducted on eligible homes for the Home Repair Program. Ms McKeel reviewed details about the process and HUD regulations. Ms McKeel advised the last few meetings this year have provided information to prepare for asking CDAB to vote for a \$1,000 allowance that would be an additional award for homes that would require radon mitigation. All of CDAB's questions were answered.

Ms McKeel reviewed reasons and need for the Home Repair Program to have the awarded amounts increased. Discussion between Ms McKeel and CDAB detailed the last year of the program, costs, and reasons for the requested vote to increase the award amount. All of CDAB's questions were answered.

Board Member Brain Keeley motioned for the Home Repair Program award to be updated, effective 6-15-23, as follows:
Moderate income increased from \$8,000 to \$10,000
Low income increased from \$10,000 to \$13,000
\$1,000 radon mitigation allowance for both income levels
Seconded by Board Member Mary Mack.
Approved by a vote of 5-0

Other Matters:

4 CDAB member appointments expire in August 2023. Chairman Charles Davis, Board Member Sr Paula Rose, and Board Member Brian Keeley all agreed to be reappointed.

Vice Chairman Ralph Taylor advised he has not received a call back from the public service agencies that he has wanted to tour. Discussion found that messages are not being left. He will now call again and leave messages and then let Ms McKeel know if he is not getting replies.

One of the public service agencies that was awarded funds has advised they cannot comply with the required regulations for use of CDBG funds. This now leaves \$8,642.60 to be allocated. A spreadsheet was given to CDAB to review and discuss. Chairman Charles Davis asked for a motion.

Board Member Sr Paula Rose motioned to allow Administration to divide the now unallocated funds equally, as advised and in addition to, the same agencies we have already allocated funds to and divide equally, as much as possible.
Seconded by Board Member Brian Keeley

Next Meeting:

September 1, 2023 @ 4:15pm

With no further discussion, the meeting adjourned.

Chairman Charles Davis motioned to adjourn.

Seconded by Board Member Mary Mack.

Approved by a vote of 5-0

Meeting adjourned at 5:02 p.m.

Minutes taken by Community Development Coordinator, Julie McKeel