



**COMMUNITY DEVELOPMENT ADVISORY BOARD
MONDAY, May 13, 2019, 4:00 P.M.
COMMISSION ROOM, CITY HALL
LEAVENWORTH, KANSAS**

Chairman Mike Seufert called the meeting to order at 4:00 pm and noted a quorum was present. Board members present Charles Davis, Bobbi Snyder, Sister Paula Rose and Kathryn Schiller. Ralph Taylor arrived at 4:15 p.m. Staff members present were Community Development Coordinator Mary Dwyer and Administrative Assistant Michelle Baragary.

Chairman Seufert welcomed new Board Member Ralph Taylor.

Chairman Seufert called for the first item on the agenda; approval of the minutes from March 11, 2019. Mr. Davis moved to accept the minutes as presented, seconded by Ms. Schiller and approved by a vote of 5-0.

Chairman Seufert called for the next item on the agenda: to hold Public Hearing #2 for/against CDBG funding proposed in the Annual Action Plan 2019-20.

Chairman Seufert opened the public hearing and called for staff comments.

Community Development Coordinator Mary Dwyer stated the Annual Action Plan followed the Consolidated Plan. Categories funded included home repair, homeownership, demolition of dangerous structures, public agency funding and administration. The awarded amount of funds is \$319,799, which is approximately 5% less than last year's awarded funds. The allocation of funding is in the same proration as previously discussed and the funding has been adjusted accordingly in the AAP.

The Chairman then called for community comments. No one came forth to make a comment and no comment was received in writing. With no further questions or comments, Chairman Seufert called for a motion to close the public hearing. Ms. Snyder moved to close the public hearing, seconded by Sr. Paula Rose and passed by a vote of 5-0.

Chairman Seufert called for the next item on the agenda; a motion to submit the 2019-20 Annual Action Plan for CDBG to the City Commissioners for approval. Mr. Davis moved to approve the 2019-20 Annual Action Plan as presented, seconded by Ms. Schiller and approved by a 5-0 vote.

Chairman Seufert called for the next item on the agenda; discussion of current CDBG projects.

Ms. Dwyer stated currently the home repair program has 15 projects complete and 9 projects in process, totaling 24. The Home Ownership program has three projects complete and two in process; totaling five. Four properties received CDBG funds for demolitions of dangerous structures. Any funds still available will roll over to the following year.

Ms. Dwyer stated she projects the same numbers for next year and will use some of the same strategies.

Home Repair and Home Ownership flyers were distributed to the board members.

Chairman Seufert asked for questions or comments from the board.

Sr. Paula Rose asked if the people applying for the home ownership program are mainly military.

Ms. Dwyer stated the applicants are anyone who has not owned a home before. Typically younger couples or singles.

Mr. Taylor asked if the realtors in the area have a list or information on the first-time homebuyers program.

Ms. Dwyer stated she emails the information to real estate offices a couple times a year.

Mr. Seufert asked what year they are on in the 5-year plan.

Ms. Dwyer responded the 5-year plan goes to year 2022.

Chairman Seufert called for the next item on the agenda; other matters, correspondence and adjournment of public meeting.

Ms. Dwyer updated the board on the mobile grocery store in the northeast quadrant of Leavenworth. Ms. Dwyer met with HUD representatives to discuss the possibility of using CDBG funds for this project. It was suggested purchasing equipment that would be bolted to the walls or floors because this is a HUD requirement. If the mobile grocery store gets to the point where they are ready for implementation, the Board can still amend the AAP by what is called a substantial amendment.

Sr. Paula Rose asked who is sponsoring or managing this project.

Ms. Dwyer responded the Interfaith Community of Hope will be overarching umbrella and financial agent. There will be a task force of six women and the Project Manager is Martha Allen. Projected start date is July 2020.

The last item Ms. Dwyer wanted to discuss was the possibility of changing the meeting time due to two board members schedules. After discussion there was a consensus to change the meeting time to 4:15 p.m.

Chairman Seufert called for a motion. Mr. Taylor moved to change the meeting time from 4:00 p.m. to 4:15 p.m., seconded by Ms. Schiller and passed by a vote of 6-0.

With no further discussion, Chairman Seufert called for a motion to adjourn. Ms. Snyder moved to adjourn, seconded by Sr. Paula Rose and passed by a vote of 6-0.

The meeting adjourned at 4:26 p.m.

MD:mb