



**COMMUNITY DEVELOPMENT ADVISORY BOARD**  
**MONDAY, September 17, 2018, 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, Kathryn Schiller, Bobbi Snyder and Stephen Kempf. Sister Paula Rose and Margaret McKane were not present. Staff members present were Community Development Coordinator Mary Dwyer and Administrative Assistant Michelle Baragary.

Chairman Seufert called for the first item on the agenda; approval of the minutes from April 9, 2018. 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: election of board chair and vice chair. Mr. Seufert moved to that Mr. Kempf be Chairman and Mr. Seufert be Vice Chairman, seconded by Ms. Schiller and passed by a vote of 5-0.

Chairman Kempf called for the next item on the agenda: to hold Public Hearing #3 for 2017-18 CAPER.

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

Community Development Coordinator Mary Dwyer stated the CAPER report was advertised in The Leavenworth Times. Copies were also available at the public library and Community Development Department. No comments were received as of the meeting.

Ms. Dwyer further stated the CAPER report is an evaluation of what accomplishments for the year. She reported that this year we assisted 12 first time homebuyers, 14 home repairs, 3 residential demolitions, and the public agencies served 6,431 individuals in the community. As a comparison to last year, there was the same number of first time homebuyer participants and 19 home repairs. The report also discusses what the community is doing to address homelessness and housing. A new HUD requirement is the Affirmatively Furthering Fair Housing. The big mark made in this area was the transportation study to look at public transportation in Leavenworth County. The City Commission was willing to put in some money to start the service but the County Commission was not interested at this point in participating.

Mr. Kempf asked why the decrease in the home repair program. Ms. Dwyer stated she cannot explain the decrease in applications. There was more solicitation this year, blocks on Osage and Ottawa were specifically targeted with mailings, and Ms. Dwyer spoke at senior services sites to increase applications so it is unclear on why there was a decrease.

Ms. Schiller asked if there was any new information about a mobile grocery store.

Ms. Dwyer responded she is still in contact with the people working on a mobile grocery store. However, currently they are not at a point where we can participate yet.

Mr. Kempf asked why the County Commissioners were not interested in a transportation program. Ms. Dwyer stated she is not sure why they were not interested. Ms. Snyder asked if the City of Leavenworth could not manage the program alone. Ms. Dwyer stated the city wants a partnership participation. The transportation study should be readdressed with the City and County Commissioners after the county election.

Mr. Kempf asked if CDBG funds were spent on roads if it would only be within the city limits. Ms. Dwyer responded in the affirmative, however, there are no funds set aside for roads. All funds for this year have been allocated to home repair, home ownership, demolition of dangerous structures and public service agencies. An amendment would be required to reallocate some of the funds.

There was no one in the audience to give public input. With no further discussion, Chairman Kempf closed the public hearing and called for a motion to accept the CAPER plan. Mr. Seufert moved to accept the 2017-18 CAPER Final Plan, seconded by Ms. Snyder and approved by a vote of 5-0.

Chairman Kempf called for the next item on the agenda: discuss the Home Repair Program promotion.

Ms. Dwyer stated she is looking into doing some outreach programs and asked the board for places to go to discuss and promote the Home Repair Program. After discussion, the board came up with the following: churches, booth/table at city market, library program, social service club presentation and Army Community Service.

With no further business, Chairman Kempf called for a motion to adjourn. Mr. Seufert moved to adjourn, seconded by Mr. Davis.

The meeting adjourned at 4:27 p.m.

MD:mb