



COMMUNITY DEVELOPMENT ADVISORY BOARD
MONDAY, April 9, 2018, 4:00 P.M.
COMMISSION ROOM, CITY HALL
LEAVENWORTH, KANSAS

Chairman Mike Seufert called the meeting to order at 4:05 pm and noted a quorum was present. Board members present Sister Paula Rose Jauernig, Bobbie Snyder, Charles Davis, Kathryn Schiller and Margaret McKane. Stephen Kempf arrived at 4:07 p.m. 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 March 12, 2018. Ms. Snyder moved to accept the minutes as presented, seconded by Sr. Paula Rose and approved by a vote of 7-0.

Chairman Seufert called for the next item on the agenda: to hold Public Hearing #2 for the Community Development Block Grant (CDBG).

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

Ms. Dwyer stated the City Planner and City Manager suggested demolitions to remain within CDBG. Blight has become a real issue within the City so much so that the City has budgeted \$35,000 of its own funds to help with blight.

Ms. Schiller asked how much of the CDBG budget is used for demolitions.

Ms. Dwyer stated that up to 30% can be used for demolitions. She further stated 15% of funds are for public agencies, 20% for administration and of the remaining amount of funds, 70% must be spent on low to moderate income people.

No citizens were present to submit comments so Chairman Seufert closed the public hearing and called for a motion to submit the 2018-19 Annual Action Plan for CDBG to the City Commissioners for approval. Mr. Davis moved to approve the 2018-19 Annual Action Plan as presented, seconded by Ms. Schiller and approved by a 7-0 vote.

Chairman Seufert called for the next item on the agenda: review aggregate agency scores and finalize the allocation of funds within the Public Service category.

Ms. McKane asked to clarify that the board will not be allocating funds to Faith Christian Center International this year.

Ms. Dwyer said that is correct because their application was incomplete.

Ms. Schiller asked what the concern is with The Guidance Center.

Ms. Dwyer stated The Guidance Center applied for money to help with debt relief rather than rent and/or utilities. If the board chooses to allocate funds to The Guidance Center, Ms. Dwyer will submit a letter to the Guidance Center explaining the funds are only for utilities.

Ms. Dwyer stated the total funds to be allocated are \$45,777 with \$5,895 of that going to the contract the City has with Welcome Central. After discussions, the board agreed to allocate CDBG funds to public service agencies as follows:

CASA - \$12,500

Catholic Charities of Northeast Kansas - \$5,000

Women's Community Y - \$2,000
St. Vincent Clinic - \$8,000
Leavenworth Mission - \$5,382
Youth Support Program - \$2,000
The Guidance Center - \$5,000

Chairman Seufert called for a motion to approve the allotments for the public service agencies. Ms. Snyder moved to approve the allotments, seconded by Ms. Schiller and approved by a vote of 7-0.

Chairman Seufert called for the next item on the agenda: discuss changes/improvements for the agency review process. Chairman Seufert called for staff comments.

Since this is the first year for using the scoring process, Ms. Dwyer thought it would be a good idea to discuss possible improvements to the process. The larger agencies that provide multiple services should indicate which services they are requesting grant money for and should only include the budget for the project(s) they are requesting funds for. The money awarded will be to support only the services indicated on the application.

Ms. Dwyer is also setting up a meeting for the various food banks within the City to address some collaborative efforts among the food banks in order to help the community as efficiently as possible. The meeting is scheduled for May 4, 2018.

Ms. Dwyer stated a group is trying to establish a grocery store in northeast Leavenworth and may be looking for funding in the future. The funding would go toward the establishment of the location or possibly for a mobile grocery store. Ms. Dwyer asked the board their thoughts about possible funding. The funding would be separate from the funds going toward public service agencies. After discussions, the consensus of the board is in support of providing funds.

With no further business, Chairman Seufert moved to adjourn, seconded by Ms. Schiller and passed by a unanimous vote 7-0.

The meeting adjourned at 4: 56 p.m.

MD:mb