

**City of Lawrence, KS
Community Development Advisory Committee
July 11, 2013 Minutes (City Commission Room)**

MEMBERS PRESENT: Alex Delaney, James Minor, Julie Mitchell, Vern Norwood,
Patrick Wilbur

MEMBERS ABSENT: Linda Bush, Quinn Miller, Aimee Polson, Travis Weller

STAFF PRESENT: Danelle Dresslar, Rhonda Peterson

PUBLIC PRESENT: Ted Boyle

Vice Chair Minor called the meeting to order at 5:35 p.m. in the absence of Chair Polson.

1. Introductions.

Members introduced themselves.

2. Approval of the May 23, 2013 Minutes.

Wilbur moved **to approve the CDAC meeting minutes with revisions from June 13, 2013**. The motion was seconded by Minor and **passed 5-0**.

3. Discussion of Public Hearing and Just Food, Inc Allocation.

Dresslar reiterated the Just Food refrigerated box truck was determined by HUD to not be an eligible Capital Improvement project. After discussions with City staff, it was determined that there would be a way to fund that truck from the City's General Fund, and in turn city staff would ask that the CDAC approve the re-allocation of the \$25,000 to sidewalk repairs in low mod neighborhoods. Dresslar said there was no application for sidewalks this year; however, the food truck was able to be funded with the understanding that funds spent in lieu of sidewalk repairs would instead be funded through a grant allocation from the CDAC. Staff's recommendation would be to fund the sidewalk repairs in lieu of the Just Food truck.

Norwood said she understands the CDAC cannot fund the truck, and it is instead being proposed to put the money toward sidewalks instead. She asked if the City decided to give Just Food the money.

Dresslar responded yes. The City Commission voted on Tuesday to allocate \$25,000 to Just Food from the General Fund.

Norwood asked for confirmation that what the committee is doing instead of funding the truck is to put the money toward sidewalk repairs, and that the money does not have to stay for sidewalk repairs, but it definitely has to stay in the Capital Improvement category.

Dresslar said the funds definitely have to stay in the Capital Improvement category, and city staff is suggesting the funds be used to repair sidewalks in low mod neighborhoods.

Norwood asked for confirmation that right now the committee has not received any applications for sidewalks and that in the future if an application is received, the committee can decide to allocate funds for that project if it so chooses.

Dresslar responded the committee can choose to allocate funds to sidewalk repairs without having received an application.

Minor asked if the committee would then reach out to neighborhood organizations to see where repairs are needed.

Dresslar responded that, Public Works would be consulted to see where repairs are most needed in terms of the sidewalk inventory that has previously been completed. There was already money in the city's budget for sidewalk repairs. Essentially, this would be a swap of funds so the food truck can be funded from one funding source. \$25,000 would then be taken from the City's infrastructure funding source and used to fund the CDBG in lieu of the sidewalks it was originally going to fund.

Delaney said just to be clear, the only application received by the committee that was zero funded was Breezedale, and they have since found funding from another source.

Dresslar said that is correct, they were award \$55,000 from another grant for which they applied. She added city staff realizes the committee felt very strongly about funding the Just Food box truck, and the City wanted to make this work for all parties. Dresslar said staff would ask that the committee make a motion to allocate \$25,000 to the City's sidewalk GAP program. This would result if having to make a substantial amendment to the grant and hold a public hearing since the entire scope of the project has changed.

Minor asked if, at the public hearing, neighborhood associations could step forward at that time and ask their neighborhood to be considered for funding for the sidewalk repairs.

Dresslar said yes. She said the notice of the public hearing would be published in the newspaper and would outline what is being proposed. Comments can be submitted in written format or in person at the public hearing.

Minor asked for clarification that the committee does not have any control over what sidewalks would be repaired in which neighborhoods.

Dresslar said that is correct, but added the neighborhoods where sidewalk repairs would occur do have to fall into the census tracts of at or above 51% low mod group.

Norwood asked if the committee would have the choice just to carry that money over until next year.

Dresslar responded that is an option, but staff is not suggesting the issue be handled that way. In these types of budget times, it is not the best idea to sit on funding when it can be used in the areas of town that need the assistance the most.

Norwood moved **to fund the City Sidewalk GAP Program in the amount of \$25,000.** The motion was seconded by Mitchell and **passed 5-0.**

Dresslar said the next step will be to print a public notice in the newspaper when the item is on the City Commission agenda so the public knows when the item will be discussed. At that time the public will have a chance to make comments on the proposal.

Delaney asked if the comment period was 30 days.

Dresslar said it is 30 days.

4. Receive Revision of Neighborhood Performance Reporting.

Dresslar handed out the revised draft of the neighborhood performance reporting template and pointed out revisions that had been made.

Wilbur asked if neighborhoods are required to turn in a copy of their newsletters.

Dresslar responded they are not required to, but they are encouraged to turn them in. She added that the document will be available electronically for the neighborhood coordinators.

Committee members suggested a few more revisions to the document, which Dresslar said she would make.

5. Miscellaneous/Calendar.

Dresslar confirmed that all 5 committee members present would be at the next scheduled meeting on July 25 to make sure a quorum is present for the public hearing.

Dresslar will publish the notice of the agenda item in the Lawrence Journal World on July 30, beginning the 30-day comment period. The substantial amendment will then go before the City Commission for its approval on August 13.

6. Public Comment.

Ted Boyle with the North Lawrence Improvement Association introduced himself. He praised the committee for doing a great job. He said his neighborhood association meets every month. He spoke of two special meetings they recently held with representatives from the City Commission and the Police Department present. Both meetings were well attended and presentations by all parties were excellent, and both meetings lasted almost two hours. He said without the funding from the CDAC, these types of meetings would not be able to happen. Boyle added he is considering applying for a position on this committee.

Minor said the committee appreciates his neighborhood's participation and comments.

7. Adjourn.

Delaney moved **to adjourn the July 11, 2013 meeting of the CDAC at 6:00 p.m.** Wilbur seconded the motion.

The motion **passed 5-0.**

Attendance Record

Members	Jan 10	Jan 24	Feb 14	Feb 28	Mar 14	Mar 28	Apr 11	May 23	Jun 13	July 11	July 26	Aug 8	Aug 22	Sept 12	Sept 26	Oct 10	Oct 24	Nov 14	Dec 14
Deron Belt	+	E	+	+ ^															
Linda Bush	E*	+	+	+	+	+	+	E	+	E									
Alex Delaney					+*	+	+	+	+	+									
Eric Hethcoat	+	+	E ^																
Quinn Miller	+	E	E	E	E	E	+	E	E	E									
Julie Mitchell	+	+	+	E	+	+	+	+	E	+									
Vern Norwood	+	E	+	E	+	+	+	+	+	+									
Aimee Polson	+	+	+	+	+	+	+	+	E	E									
David Teixeira	+	E	E	E	E	E ^													
Patrick Wilbur	+	+	+	+	+	+	+	+	+	+									
James Minor	+	+	+	+	+	+	+	+	E	+									
Travis Weller								+*	+	E									

- E Excused Absence
- U Unexcused Absence
- X Meeting Cancelled – Weather Conditions
- Meeting Cancelled – Committee Vote/No Business
- * First meeting after appointment
- ** Last Meeting Prior to expired term
- ^ Last Meeting