



Department of Neighborhood Relations  
Cyrus K. Holliday Bldg.  
Holliday Conference Rm.  
620 SE Madison

## City of Topeka

### CITIZEN ADVISORY COUNCIL MEETING MINUTES

Wednesday, February 5<sup>th</sup>, 2020

6:00 p.m.

#### I. CALL TO ORDER & INTRODUCTIONS

The Citizen's Advisory Council meeting was called to order by James Prout at 6:00 p.m.

City Employees Present: Sasha Haehn, Director of Neighborhood Relations, Jessica Lamendola, Director of Finance, Alyssa Warner, City Budget Office, Karuva Kaseke, City Budget Office.

CAC Members Present: 18 (see annual attendance ledger)  
Other Attendee and Substitutes: David Price

#### II. APPROVAL OF MINUTES

Attachments: CAC Draft Meeting Minutes from November 6, 2019. Motion for approval after the correction of name was made by Susan McClacherty and seconded by Kim Thompson to approve the CAC draft meeting minutes from November 6, 2019. The motion carried.

#### III. STAFF UPDATES

A. **City-wide housing study** – Sasha gave a brief update on the status of the housing study and informed the group that they could attend a presentation on the study at the 2/11/20 City Council meeting at 6p or a presentation 2/12/20 at 10a at the Holliday Building for stakeholders and community members.

#### IV. SCHEDULED ITEMS

A. **Guest Speaker- Alyssa Warner & Karuva Kaseke, City of Topeka Finance Dept./Budget Office** – City budget staff presented an overview of the 2021 budget process and answered questions from the group.

#### V. Action Items

A. **New Direction & CAC Agreements/CAC House Rules** – A one page 'House Rules' document was presented to the group by the Chair & Vice Chair and discussed by the group. No action was taken.

**B. Establish 2020 Work Plan Committees** – Chair James Prout provided an overview of the work committees to the group and asked for interested parties to sign up. Sign up for the work committees will also be offered at the March CAC meeting.

**VI. ADJOURNMENT**

Motion to adjourn by Susan McClacherty, seconded by Teresa Miller, carried and the meeting was adjourned at 7:57 PM.

*\*The next CAC meeting will be held on March 4, 2020 at 6:00 p.m.*