

City of Topeka
CITIZEN ADVISORY COUNCIL
MEETING MINUTES
Wednesday, July 6, 2022

In Person: Holliday Conference Room, 1st Floor, 620 SE Madison Ave and via Zoom

Citizen Advisory Council Vision Statement: “A community of neighborhoods illuminating collaborative models to foster harmonious and balanced neighborhood communities.”

Citizen Advisory Council Mission Statement: “The Citizen Advisory Council is a community of neighborhoods organized to forge available resources to empower, rebuild, and revitalize areas within the city of Topeka.”

AGENDA ITEM	SUMMARY	ACTIONS OR DECISIONS	PRESENTER/RESPONSIBLE
I. CALL TO ORDER	Susan asked meeting attendees to enter their names and represented neighborhoods or organizations on the sign-up sheet or use the chat feature in Zoom.	Meeting called to order at 6:44 p.m.	<i>Susan McClacherty, Citizen Advisory Council Chair</i>
II. PRESENTATIONS	<p>A. Topeka Community Cycle Program</p> <ul style="list-style-type: none"> • Provided a brochure see attached • Shop time: Thursdays, 5-7 p.m. and Saturdays, 1-2 p.m. Provides hands-on opportunities • Accept donated new and used bicycles, bicycle parts, broken bikes & bicycle tools • Give out bicycles • KDOT provided funds to give out “Bike Lights” • SAFE KIDS give out helmets • Work with USD 501 to provide bike safety training to 3, 4 & 5 graders grant provided by Kansas Health Foundation <p>B. Community Risk Assessment Process and Breakdown of Area Stats</p> <ul style="list-style-type: none"> • Lead discussion on the Community Risk Assessment in Topeka • Fire Department very community driven, check out their website: https://www.topeka.org/tfd/ • Density of Topeka’s population is around hospitals • 55,000 people live in a 3 miles of Topeka • Existing building codes are outdated; Topeka High School meets the 1939 fire code 	<p>Discussion followed about bicycle vs. Mopeds and E-cycles.</p> <p>Topeka Community Cycle Program – Address: Central Park Community Center, 1534 SW Clay St.</p> <p>Discussion followed: Stats on 4th of July incidents Advanced Life Support – ALS Safe Program for elderly Good Samaritan Law TFD Citizens Academy</p>	<p><i>Andy Fry, Topeka Community Cycle Program</i></p> <p><i>Alan Stahl, Public Education Officer of Topeka Fire Department</i></p>

	<ul style="list-style-type: none"> • Housing in Topeka: 11% housing units are vacant; 41% are rentals & occupied • Safety tips to remember: check on your neighbors; see if they have fans & running water. They can go to community centers to stay cool. <p>C. Quarterly Report to CAC</p> <ul style="list-style-type: none"> • Corrie presented the quarterly reports on their departments major programs: <ol style="list-style-type: none"> 1. Emergency Repair Program 2. Accessibility Program: Owners & Renters 3. Property Maintenance: spent \$750,000 of the FHL Grant on rehab • Corrie also shared the Customer Satisfaction Survey • There was a 15-20% response to the survey <ol style="list-style-type: none"> 1. 237 families actively participating 2. 220 placed in permanent housing 3. 97% have stayed housed 	<p>Discussion followed: Information on grants Unsheltered Populations ARPA funds Impact Avenue Ramp replacement guidelines</p>	<p><i>Corrie Wright, Division Director of Housing Services for the City of Topeka</i></p>
<p>III. STAFF UPDATES</p>	<p>Staff Reports</p> <p>A. Get Digital Program Update</p> <ol style="list-style-type: none"> 1. Second distribution will be on July 9th approximately 170 plus 2. Topeka’s program is the only Digital Navigator Program in country. I will be presenting to a group from Washington, DC on Friday. They want to sit down and discuss with us about how we created our program and how it works. 3. Our goal is to get a computer in every LMI home that wants one and we are receiving free digital/computer training. We have partnered with TSCPL to provide free training classes 4. Going to be sending out 1900 post cards to LMI homes to encourage them to apply. Appreciate if everyone would share this information <p>B. Board Leadership Training</p> <ol style="list-style-type: none"> 1. A free Board Leadership Training is being offered by City of Topeka Division of Community Engagement and K-State Research and Extension 2. There currently 10 slots left 3. It is new topics and new information 4. There are four trainings, participants must attend all sessions 5. Reservations are required. To reserve a spot contact: Candis Meerpohl, at 785-232- 0062 ext. 110/ candism@ksu.edu deadline; 7/6/22 	<p>Discussion followed What equipment is included with their computer Intake number 785-368-3098 Encourage everyone to distribute the information</p> <p>Discussion followed: Is everyone sharing this information</p> <p>Questions by the Chair: Are you sharing this information Are you encouraging people in your NIA to participate</p>	<p><i>Monique Y. Glaude’, Director of Community Engagement & Ombudsman City of Topeka City Manager’s Office</i></p>

	<p>C. Neighborhood Lawn Mowing RFP There is an update on this program</p> <ul style="list-style-type: none"> • Working very closely with public health & safety committee consists of council member Dobler, Deputy Mayor Spencer Duncan, Council member Validivia-Alcala and Karen Hiller • Community Engagement Director Glaude has provided \$25,000 of their CBDG funds • There is opportunity for non-profits to offer low cost mowing or free mowing in their NIAs and/or discounted mowing • Two non-profits have submitted RFPs • One of the non-profits is signing their contract • I have hired two temporary workers to answer calls • Working with United Way’s Volunteer Portal so volunteers can sign up to help with this project <p>D. NIA Consultations for DREAMS Planning with City/County Departments Below is the list of the DREAMS Consult Reviews:</p> <ul style="list-style-type: none"> • Neighborhood Planning, Priorities & Goal Consultation Meetings • Parks and Recreation Projects Consultation Meeting • Utilities Project Consultation Meetings • Public Works Projects Consultations Meetings • Housing Services Workshop <p>These were the sessions that provided the opportunity to work with city officials and Parks & Recreation personnel</p> <p>E. Topeka Neighborhood Stories: This is a new project we want to hear from all NIAs and CAC members about:</p> <ul style="list-style-type: none"> • Inspiring stories from your neighborhood • Share the great works that are happening • Any all accolades that are being giving to neighbors 	<p>Discussion followed.</p> <p>Discussion followed with comments from: Susan, David Bawden, Michael Bell Additional information - See Topeka DREAMS Consults Review in Audio files</p>	<p><i>LaToya Burnett, Sr. Community Engagement Coordinator</i></p> <p><i>Monique Y. Glaude’, Director of Community Engagement & Ombudsman City of Topeka City Manager’s Office</i></p>
<p>IV. TOOLS</p>	<p>Everyone’s Problem Solving Handbook – author Michael Kelly Kim shared tools to help with problem solving</p> <ul style="list-style-type: none"> • Tools for Quality improvement • Major uses for the Tools • Five Problem-Solving steps • Tools for Quality Improvement • Bar Chart – uses a set of bars to compare size, quantities, proportions etc. of related items 	<p>Kim provided charts with information. See Audio files</p>	<p><i>Kim Thompson, Citizen Advisory Council Vice Chair</i></p>

V. CAC WORKING GROUPS' REPORTS	<p>Affordable Housing and Food Deserts and Food/Nutrition – no report, given at last CAC meeting</p> <p>Insecurities – No report</p> <p>Dumpster Project - No Report</p> <p>Membership – No Report</p> <p>Infrastructure – No Report</p> <p>Translation for Spanish speaking families – Nothing add at this time</p> <p>Water Drainage Problems and Flooding – Kim, sent information to Yvonne about alleyways, infiltrations, concrete, and shared information on channels, the material used in alleyways, also offered to continue providing information for anyone who needs assistance.</p>		CAC Working Groups
VI. MINUTES	Approval of the June minutes	Motion to approve by Kim Thompson; seconded by David Bawden; motion carried.	Susan McClacherty, Citizen Advisory Council Chair
VIII. ADJOURNMENT	Meeting was adjourned at 8:33 p.m.	Motion to adjourn by David Bawden; seconded by Kim Thompson; motion carried.	Susan McClacherty, Citizen Advisory Council Chair
UPCOMING COMMUNITY EVENTS	<p>Cool off & bring the family to enjoy FREE swim this Saturday, July 16th, 5-6:30p.m. at Hillcrest Pool!! Sponsored by Central Highland Park NIA</p> <p>A. Topeka Fiesta Mexicana is set for July 14-July 16 on the grounds of Our Lady of Guadalupe Catholic Church, 201 NE Chandler. Daily food windows start at 4 PM while music and entertainment will begin at 5 PM.</p> <p>B. Free Yard Waste Disposal for Residents Only at Forestry Products Recycling Center (3431 SE 21st) is July 16 from 8 AM – 5 PM. [All loads of trees and limbs should be covered and secured.]</p> <p>C. Free Board Leadership Training starts July 20 from 6-7:30 PM at CRC – Avondale East, 455 Golf Park Blvd (media room)</p> <p>D. FREE Summertime Blues Concert Series brought to you by Topeka Blues Society. Stranded in the City is playing July 20th at Gage Park Amphitheater from 7-9 PM</p> <p>E. National Night Out is August 6 and held in various neighborhoods throughout Topeka</p>		Yvonne May, Central Highland Park NIA