## City of Topeka CITIZEN ADVISORY COUNCIL MEETING and \*SPECIAL MEETING MINUTES Wednesday, October 5, 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	SPECIAL MEETING was called to	Susan McClacherty, Citizen
	on the sign-up sheet or use the chat feature in Zoom.	order at 5:45 p.m.	Advisory Council Chair
II. Name Tag	Monique asked City 4 to design and create CAC nametags. A current nametag was circulated to let	Takes two weeks to get the	Susan McClacherty, Citizen
Designs	members see a city nametag. City 4 provided sample graphics of the options for nametags.	nametags. It will be brought up	Advisory Council Chair
		under the Expenditures discussion	
	A vote on the style was held among everyone in the room & on Zoom.	later this evening during the	
	Majority liked #4.	regular CAC meeting for a vote.	
	Topics discussed:	Discussed buying a table at the	Susan McClacherty, Citizen
III. Activities &	Social Media Advertising	State of the Community event on	Advisory Council Chair
Expenditures	1. Facebook Ad Campaigns - \$500 boosts	Nov. 10 <sup>th</sup> . Monique offered to pay	CAC Members
Discussion	2. Nextdoor Posting	half the cost of the table	
	One short video – 3 peopled needed – no cost	reservation.	
	CAC Information included in NIA newsletters		
	Real Estate Signs	See attached infographic with more	
	Standing Banners - 3	information for each topic.	
	<ul> <li>Name Badge - \$8.50 per badge - 25 - 3 At large 21 members</li> </ul>		
	• Signage	Discussed the creation of the	
	<ul> <li>What Outcomes do we want to achieve? – possible guideline on how to spend the \$2,500</li> </ul>	standing banners. City graphic	
		designer will be asked to create the	
	Motion needed on how to spend the CAC's \$2,500;	verbiage by Monique	
	Motion made by Jill Rice: to approve the following items		

	Cocondul aura Dodorzani	Coo attached infographic with	T
	Second: Laura Pederzani	See attached infographic with	
	Social media advertisement boost for \$500	name tag choices	
	Short video		
	Purchase 3 standing banners		
	Purchase 25 name badges		
	Purchase table for the State of Community		
	New motion to separate the items out – Jim Edwards		
	Second – Yvonne May		
	Motion carries		
	Vote on the \$800 for table – motion carries		
	Vote on the 25 name tags – motion carries		
	Vote on 3 standing banners – motion carries		
	Short video at no cost – motion carries		
	Social Media ads boost on Facebook \$500 – motion carries		
IV. Neighborhood	Community Engagement proposed a new NIA Support funding budget allocation recommendation to	Changes do not need to be made.	LaToya Burnett
Support Funds	start in 2023 if adopted by the CAC. All NIA's would start with \$1,000.00 budget and make a formal	This is just an option to discuss.	Sr. Community Engagement
Distribution	request to the CAC for additional funds (if needed). This would provide more flexibility for NIAs who		Coordinator;
Recommendation	might need more or less funding than what is currently allotted.		<u>Iburnett@topeka.org</u>
	Nine NIAs still had 95-99% of their funds available at the end of the second quarter. The remaining total		CAC Members
	NIA Support fund balance is approximately \$40,679. There may be some expenditures that have not		G. T.
	been included until invoice records come in.		
	Chair asked for a motion to either vote or table this topic for next month: Neighborhood Support Funds		
	Distribution Recommendation		
	Motion to table: Jill Rice		
	Second – Michael Bell		
	Motion passes		
	The chair would like to move on the following items:		
	CAC purchase nametags for members		
	° 21 acting representatives and 3 City at Large members		

	<ul> <li>Design for the badges can be decided by CAC members</li> <li>Cost for nametags will be sent out</li> </ul>	+-Special meeting adjourned 6:45 p.m.	
IV. Presentation - 2023 Consolidated Action Plan	<ul> <li>What are the HUD and Department objectives: decent, safe, affordable housing</li> <li>What housing programs does Housing Services provide</li> <li>1. Emergency Repair</li> <li>2. Accessibility</li> <li>3. Voluntary Demolition</li> <li>4. DREAMS 1, 2 and 3 projects</li> <li>5. Hearth Emergency Solutions Grant</li> <li>6. NIA Support</li> <li>7. Inmate Crew Anti-Blight -</li> <li>* Competitive Grants Received</li> <li>1. Federal Home Loan Bank</li> <li>2. Advisor's Excel</li> <li>1. Topeka Community Foundation</li> <li>2. Mayor's Dollarwise Innovation Grant</li> <li>3. Financial Navigators</li> <li>4. Digital Equity and Inclusion Grant</li> <li>5. AARP Grant</li> <li>6. Kansas Dept. of Aging and Disability Services</li> <li>7. Operation Food Secure</li> <li>Provided explanation of how they receive input from Citizens</li> </ul>	Discussion was held during presentation and there is additional quarterly report information to be distributed to the CAC membership outside the meeting once it has been completed (See attached information)	Corrie Wright Director of Housing Services cwright@topeka.org  Katrina Rice Housing and Neighborhood Relations Accounting Manager krice@topeka.org.

V Ctoff Hadatas	A TCC Cat Dinital Decrease Hadata	Discussion followed with those	Manigua V. Clauda'
V. Staff Updates	A. TSC Get Digital Program Update  • Fielded over 2000 calls		Monique Y. Glaude'
		attending.	Director of Community
	Assisted neighbors with applying for a free desktop computer	Constitution described	Engagement & Ombudsman
	Distributed over 507 desktop computers to our neighbors over 60 years old	See attached presentation	mglaude@topeka.org
	91 neighbors have taken free digital classes at Topeka Shawnee County Public Library		
	E-Cycle Event on October 8 at City Hall parking lot		
	<ul> <li>They are using their computers to pay their bills/banking, applying for jobs, telehealth, visiting with family and friends</li> </ul>		
	B. Changing Our Culture of Property Maintenance Update		
	<ul> <li>Celebration, on Saturday, Oct 15 at Evergy Plaza from 12:00 p.m. – 2:00 p.m.</li> </ul>		
	1. Food trucks		
	2. Prizes		
	3. Face painting		
	4. DJ		
	5. Parks and Recreation		
	Everyone is welcome.		
	C. Community Engagement Website:		
	<ul> <li>Reminder to send in Neighborhood Features Stories to:</li> </ul>		
	https://www.surveymonkey.com/r/WD33BXC		LaToya Burnett
	Stories can include photos or videos		Sr. Community Engagement
	D. 2023 DREAMS Neighborhood Scoring Outcomes & Recommendations		Coordinator;
	<ul> <li>Kim and LaToya met to tally the scores for the DREAMS applications. Applications were ordered,</li> </ul>		lburnett@topeka.org
	from highest to lowest scores, in each category for review and final recommendations of the		
	CAC.		
	CAC Members voted on recommendations for the 2023 Topeka DREAMS Program funding:	DDEANACA Call farramentian to	
		DREAMS 1 – Call for a motion to	
	<ul> <li>DREAMS 1 – Historic Holliday Park – 3 applications</li> </ul>	recommend the award to Historic	
	Historic Holliday Park had the highest score with 634 points	Holliday Park	
		Motion: Jim Edwards;	
		Second: Yvonne May	
		Call for discussion;	
		Motion carries	

DREAMS 2 Housing Rehab Program – 2 applications; Historic Holliday Park is not qualified to **DREAMS 2 Housing Rehab Program** receive Housing funds if selected for DREAMS 1. All Housing funds would be automatically - Call for a motion to recommend awarded to Hi-Crest. that all Housing funds be automatically awarded to Hi-Crest. Motion: ShaMecha Simms; Second: Laura Pederzani Motion carries DREAMS 2- Infrastructure Projects - 9 applications; Top four qualifying projects were: Historic DREAMS 2 Infrastructure Projects -Old Town Completion of Washburn/Lane Lighting, \$77,000.00; Hi-Crest SE 31st St-Adams to Call for a motion to recommend Irvingham sidewalk/curb/gutter Study, \$100,000.00; Valley Park SW Randolph sidewalk funding the qualifying top four connecting to the Shunga Trail, \$135,000.00; Central Highland Park Hillcrest Pool Slide, highest-scored projects and \$150,000. The CAC proposed two additional projects in case the City Council will allow more proposing two alternate projects. funding. Chesney Park Alley Replacement – Lane & Lincoln from 18th-19th and Chesney Park Alley Motion: Laura Pederzani Replacement – Buchanan & Lincoln from 18<sup>th</sup> – 19<sup>th</sup>. Second: Kim Thompson Motion carries DREAMS 3 –17 applications; \$200,000 total budget. DREAMS 3 Projects – Call for a Top applications recommended for funding: motion to recommend funding 10 Historic North Topeka East Three Sisters of NOTO Mural Sculpture, \$6,600; projects with available funds. Historic North Topeka East Veteran's Park Art Walk and Development, \$50,000 (50/50 cost share Motion: Laura Pederzani with Shawnee County Parks and Recreation); Second: Kim Thompson Historic North Topeka East Entry Way Signs, \$7,500; Motion carries Historic North Topeka East Veteran's Park Basketball Court, \$6,500; Jefferson Square Stone Monument Signs, \$40,000; Historic Old Town, 8<sup>th</sup> & Buchanan Repairs, \$26,250; Historic Old Town Bethany Community Garden – 8<sup>th</sup> & Polk, \$11,000; Jefferson Square Woodall Park Picnic Area, \$9,000; Highland Acres School Bus Shelters, \$15,000.

VI. Minutes	Approval of the September minutes called by Chair		Susan McClacherty, Citizen
	Distributed prior to the meeting		Advisory Council Chair
	Susan called for a motion to approve     Motion: Jim Edwards     Second: Laura Pederzani     Motion carries		
VII. Adjournment	Call for adjournment by Chair Motion: Jim Edwards Second: Jill Rice Motions carries	CAC meeting adjourned 8:45 p.m.	Susan McClacherty, Citizen Advisory Council Chair
Updates	<ul> <li>A. October 18 – City Council Meeting – Community Engagement Presentation of the CAC recommendations for the 2023 DREAMS Program</li> <li>B. October 21 – Bethany Garden Ribbon Cutting event at 4:30 p.m.</li> <li>C. November 2 – Community Engagement to share NIA photos and 2022 success stories that have been submitted to them by NIA</li> </ul>		