

**City of Topeka**  
**CITIZEN ADVISORY COUNCIL MEETING MINUTES**  
**Wednesday, December 7, 2022**  
**6:45 p.m. – 8:30 p.m.**

**In Person:** Holliday Conference Room, 1<sup>st</sup> 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.   | The meeting was called to order at 6:45 p.m.   | <i>Susan McClacherty, Citizen Advisory Council Chair</i> |
| II. Old Business / Action Items | <p><b>A. CAC Rules of Engagement Review</b></p> <ul style="list-style-type: none"> <li>• Jim Edwards wanted to speak to the Rules of Engagement</li> <li>• He wanted to remind everyone, especially about rule number 8.</li> </ul> <p><b>B. Vote – Approval of November Minutes</b></p> <ul style="list-style-type: none"> <li>• Call for additions or edits, hearing none Chair asked for a motion to approve:<br/> Motion to approve: Kim Thompson<br/> Second: Jim Edwards<br/> Call for vote; Motion carries</li> </ul> <p><b>C. Recommendations &amp; Vote – Neighborhood Support Fund Policy</b></p> <ul style="list-style-type: none"> <li>• Recommendation was shared on screen</li> <li>• Chair asked for additional ideas</li> <li>• Application questions to be established and scoring system will need to be created</li> </ul> | See Attachment<br>Provided an opportunity for Questions and Answers.<br>Discussion followed. | <i>Susan McClacherty, Citizen Advisory Council Chair</i> |

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|  | <p>Motion made to move forward with this recommendation and add a committee to help with application process.<br/>         Jill Rice made motion to approve<br/>         Wayne Roberts seconded<br/>         Call for approval, Motion carried</p> <p><b>D. Recommendations &amp; Vote – CAC Shirts</b></p> <ul style="list-style-type: none"> <li>• There was a committee created</li> <li>• Lack of response received in a timely manner</li> <li>• No response to emails or to links provided</li> <li>• No action can be taken</li> </ul> <p><b>E. Recommendations &amp; Vote – Distribution of remaining 2022 NIA Support Funds</b></p> <ul style="list-style-type: none"> <li>• We had a budget report</li> <li>• Budget \$17,425 includes CAC funds</li> <li>• Use funds to help NIA neighbors</li> <li>• Use to fight Blight</li> <li>• Use at School Resource Fair for schools</li> </ul> <p><b>Motion made to use for the following funds for these items:</b></p> <ul style="list-style-type: none"> <li>• \$660 for the Cross Roads Restoration group</li> <li>• Up to \$7,000 for Teacher’s Resource Fair (friendly amendment)</li> </ul> <p>Motion made by David Holl<br/>         Second by Wayne Roberts<br/>         Motion carries</p> | <p>Discussion followed.<br/>         Questions and answers<br/>         Followed</p> <p>Recommendations for this budget; discussion of storm water increase up to 2026.<br/>         Questions followed for the use for funds.</p> |  |
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**V. UPDATES**

Coming in January 2023 - Poverty Simulation Opportunity for Shawnee County through K-State Research and Extension. They will need help. CAC members are welcome to volunteer by contacting Monique directly by phone: 785-368-4470 or email:mglaupe@topeka.org as soon as possible.

Department of Energy - Cozy Up to Colder Weather: 5 Ways to Prepare Your Home for Fall and Winter (Part 1) | Department of Energy - Stay Warm in Your Apartment | Department of Energy (Part 2) | Gearing Up for winter: Tips for Weatherizing Your Home | Department of Energy | Drying Clothes and Saving Money this Fall Season | Department of Energy