

City of Topeka
CITIZEN ADVISORY COUNCIL
MEETING MINUTES
Wednesday, Aug 3, 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.	Susan McClacherty, Citizen Advisory Council Chair
II. PRESENTATIONS	<p>A. Homeless Camp Clean-Up Process</p> <ul style="list-style-type: none"> • City Council passed a resolution concerning the unsheltered • It is not illegal to camp on public property – only if it is a health/safety issue, then a process would begin • Unsheltered are offered a host of resources including: <ul style="list-style-type: none"> ◦ Blankets / Sleeping bags ◦ Food / Water ◦ Medical Services • City Attorney is also involved at looks at the situations on a case-by-case basis. • 72 hour notices, which are posted on trees, fence posts, direct contact with individuals and information is distributed at the Rescue Mission, are given out that the area is going to be cleared and that their belongings can be placed in storage • Once the area is cleaned up the unsheltered can move right back to the area 	<p>Discussion followed concerning: how notices are given, where are their belongings stored and for how long</p> <p>Also where can the public report unsheltered residents locations:</p> <ul style="list-style-type: none"> ◦ Quick Click Fix ◦ Property Maintenance ◦ Topeka Police Depart. ◦ City Mgr. office 	<p>Bill Cochran, Interim City Manager citymanager@topeka.org 785-368-3725</p>

<p>III. STAFF REPORTS</p>	<p>A. NIA Printing/Mailing Contract</p> <ul style="list-style-type: none"> • Currently in the process of negotiations with a potential printer for printing the NIA newsletters • Bulk mail stamp on newsletters is under a city contract • There are two vendors applying and have updated the cost to print the newsletters. <p>B. CAC DREAMS Application Review & Scoring Workshop</p> <ul style="list-style-type: none"> • There is a new application due date: August 19 at 5 p.m. • This workshop will be held on Saturday, September 17, 10:00 a.m.to 4:00 p.m. at the Topeka Shawnee CO Public Library. A review of the Applications will be completed. Only active NIA's can apply for DREAMS and only active NIA's can participate • Review Applications are as follows: <ul style="list-style-type: none"> ◦ DREAMS 1 ◦ DREAMS 2 ◦ DREAMS 2 – Housing ◦ DREAMS 3 • Summary of Scoring Process <ul style="list-style-type: none"> ◦ Training will be provided ◦ Can participate if you didn't apply for that specific category ◦ All members who are available are welcome to help with scoring • Chair of Scoring Process – CAC Vice Chair Kim Thompson <p>C. Announcement</p> <ul style="list-style-type: none"> • It is with a heavy heart we share the information concerning the passing of CAC member and NIA Oakland President David Bawden. Services will be held at Davidson Funeral Home and burial at the Delia Cemetery, August 8 	<p>Discussion followed.</p>	<p><i>LaToya Burnett</i> <i>Sr. Community Engagement</i> <i>Coordinator</i> <i>City of Topeka</i> <i>City Manager's Office</i> ☎: 785.368.3663 ✉: lburnett@topeka.org</p>
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<p>IV. TOOLS</p>	<ul style="list-style-type: none"> • Discussion titled: Keeping you safe <ul style="list-style-type: none"> ◦ Kim lead the discussion with information from the Complete Streets Advisory Council, Bikeways and Trails, Federal Highway Administration, and Urban Cycling Surviving Guide • Kim shared various safety tips and their meanings <ul style="list-style-type: none"> ◦ Dooring ◦ Solid line – stay in your lane ◦ Bike signals ◦ Blind spots • If bike lanes are in your NIA consider beginning to educating the residents on what the bike signals mean and explain any posted signs for bikes • Be aware that green strips on the streets are bike ways 		<p><i>Kim Thompson CAC Vice-Chair Central Park NIA 785-233-0182 kimat@networkplus.net</i></p>
<p>V. STATUS OF CAC WORKING GROUPS</p>	<ul style="list-style-type: none"> • Affordable Housing – Michael Bell, Jill Rice <ul style="list-style-type: none"> ◦ Their recommendations is on their report they presented ◦ They would like recommendations ◦ Community Engagement Governing body recommendations • Dumpster Project – David Holl, Jill Rice, Kim Thompson <ul style="list-style-type: none"> ◦ Working on an application/template for Central Park ◦ Need space to handle 2 bins ◦ Volunteers – 5-6 to help every Saturday ◦ Equipment needed: 2 garbage bins, sledge hammer, truck to transport scrap metal and fencing ◦ Insurance • Membership(lack of participation) – Tommy Green, Debby DuBois, Don Fortin, Susan McClacherty <ul style="list-style-type: none"> ◦ ShaMecha has sent ideas out to other members ◦ Would like to start a JR NIA Camp to do over summer, 9-13 year olds. Covering: different activities, discussion about neighborhoods, and testimony at City Council. Still working on the plan. ◦ Question do people want to do this? 	<p>Discussion was held with an October deadline to decide. A vote was taken 7 were in favor of this project.</p>	<p><i>CAC Members</i></p>

	<ul style="list-style-type: none"> • Infrastructure – Alicia Barber and David Bawden <ul style="list-style-type: none"> ◦ No updates ◦ Michael Bell would like to help the committee • Translations for Spanish speaking families – ShaMecha Simms <ul style="list-style-type: none"> ◦ Reported that she has not had any input from others realizes people are busy ◦ Is willing to share resources • Water Drainage Problems, Flooding – Kim Thompson <ul style="list-style-type: none"> ◦ Kim is available to assist any NIA with information, presentations, and to help where needed 		
VI. MINUTES	<p>Approval of the July minutes</p> <ul style="list-style-type: none"> ◦ Distributed ◦ Few corrections ◦ Susan called for a motion 	<p>Motion made by Deb McClelland to accept minutes with corrections; Second by Kim Thompson Motion carried</p>	<p><i>Susan McClacherty, Citizen Advisory Council Chair</i></p>
	<p>Any Topics – Members</p> <ul style="list-style-type: none"> • Deb McClelland asked if possible to store NIA’s records in a specific storage space • Would also like a location to storage NIA physical items, i.e. utensils etc. • Jefferson Square Special Event on August 6th, contact Alicia Barber • Jill Rice announced that Grace Episcopal Church has provided a green space and ribbon cutting is October 22 • Back to School – Kick Off Party hosted by Central Highland Park • Kim Thompson discussed the tools that were used in his presentation 	<p>Discussion included: Suggested that NIA minutes be shared with Community Engagement as they have a location on the computer Community Centers not able to provide storage space.</p>	<p><i>CAC Members</i></p>
VIII. ADJOURNMENT	<p>Meeting adjourned at 8:33</p>	<p>Motion to adjourn by Kim Thompson; seconded by Michael Bell; motion carried.</p>	<p><i>Susan McClacherty, Citizen Advisory Council Chair</i></p>
UPCOMING COMMUNITY EVENTS	<p>National Night Out is August 6 and held in various neighborhoods throughout Topeka</p>		