

Citizen Advisory Council

2023



**CAC
MERCHANDISE**



Back View of Hoodie



Back View of Polo



Back View of T-Shirt



CITY OF
TOPEKA

COMMUNITY ENGAGEMENT BY THE NUMBERS

FEBRUARY 2023

NEIGHBORHOOD IMPROVEMENT ASSOCIATION SUPPORT FUNDS BUDGET REPORTS

Support funds are provided by the City of Topeka Division of Community Engagement through the Federal Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program. Federal regulations permit the City of Topeka to enact policies in accordance with federal HUD guidelines. The following table includes items that are permissible and items that are restricted from federal funding use.

NIA Support	\$57,500.00
Contingency	\$ 5,000.00
Citizen Advisory Council	\$ 2,500.00
Total NIA Support Annual Budget	\$ 65,000.00

<https://www.topeka.org/citymanager/neighborhood-association-information/neighborhood-improvement-association-support-fund-budget-reports/>

CHANGING OUR CULTURE OF PROPERTY MAINTENANCE

2023 Mowing Program Public Information Sessions

- March 30th, 2023, 5:45 p.m.
Central Park Community Center
1534 SW Clay Street
- April 3rd, 2023, 11:45 a.m.
Hillicrest Community Center
1800 SE 21st Street

TSC GET DIGITAL

The Topeka and Shawnee County Get Digital program provides affordable and equitable access to computer and internet equipment and services, along with technical support, training opportunities, and digital literacy services for low and moderate-income individuals and families. Through community collaboration and partnership, the program focuses on strategies and investments to create opportunities that help to reduce barriers to technology access and use with the overall goal of ensuring that all Topeka and Shawnee County residents and neighborhoods have the equipment and services needed for civic and cultural participation, employment, lifelong learning, and access to other essential health and human services.

- > 620 DISTRIBUTED COMPUTERS
INTO THE COMMUNITY
- > 26 DIGITAL LITERACY TRAINING
PARTICIPANTS

NEWSLETTERS

Community Engagement is utilizing a new mailing address verification system that confirms both the accuracy and occupancy of each property captured on our NIA mailing lists.

We will make any necessary adjustments. Please note that the adjustments will be reflected on your budget reports at the end of February.

If you find any discrepancies please feel free to contact me and we will make the appropriate changes.

COMMUNITY ENGAGEMENT RESOURCE BAGS

The Community Resource Bag is a printed version of local community resource information to give a quick view of helping agencies you are mostly likely to need when helping yourself or someone else. We probably haven't captured everything, but our team is working hard to constantly improve the information by adding verified community programming on a weekly basis. If you are interested in obtaining resource bags for your agency/organization please contact Monique Glaude at mrglaude@topeka.org or 785-368-4470.

> 610 BAGS DISTRIBUTED

ANNOUNCEMENTS

- 2023 Annual NIA Budget Meeting, Wednesday, March 29th, 6 p.m. – 8:00 p.m. in the Cyrus K. Holliday Building, 620 SE Madison Ave. Holiday Conference Room and via zoom. To ensure that we have enough materials, **please RSVP by Monday, March 20, 2023 at:** <https://www.signupgenius.com/go/6080B45ACAE2CA0FB6-20231>
- 2023 Individual NIA Support Fund Meetings Leading up to the annual meeting, CE will also offer the annual individual NIA planning meetings, please sign up by Monday, March 6th <https://www.signupgenius.com/go/6080B45ACAE2CA0FB6-2023>

For more information, please contact Monique Glaude at mrglaude@topeka.org or 785-368-4470.



MEET PROPS!

PROPS the Penguin

PROPS is new to Topeka and looking for some new friends. As a penguin, they are used to being in close community with others, being alone simply won't do.

PROPS, which stands for **People**

Recognizing Other

People Shining, has asked to visit the

NIAAs - to be in

community with you - and honor all the

work you do on

behalf of your

neighborhoods.

PROPS needs some help finding their

way and hopes

CAC members can

recommend two

NIAAs to visit each

month. While

visiting, they will be

sure to share why

that NIAA is so

appreciated.

JANUARY

**PROPS
OFFICIAL**

**HIGHLAND ACRES NIA
NORTH TOPEKA EAST NIA**



FEBRUARY

PROPS OFFICIAL

HI-CREST NIA



FEBRUARY

PROPS OFFICIAL

OAKLAND NIA



PROPERTY MAINTENANCE CODE UNIT



Property Maintenance Code Unit/ Topeka Police Department

Staff

The Property Maintenance Code Unit includes:

- Unit Manager – John Schardine (jschardine@topeka.org)
- Field Supervisor – Carlos Hernandez (chernandez@topeka.org)
- 8 Code Officials - Inspectors
- 2-person Abatement Crew
- 4 Administrative Support Staff
- Housing Navigator – Irma Faudoa
 - Contact and know your Inspectors
 - 99% of all cases can be managed by simply maintaining proper and timely correspondence with your Inspectors (Case Managers)

2012 International Property Maintenance Code (IPMC)

- Complaint and survey driven
- Response time within 48 hours
- Pro-active surveys (Team-Up Clean-up)
- Property owners - Certified and First Class mail
- <http://www.topeka.org/pdfs/CodeCompliance/IPMCWithLocalAmendments.pdf>
 - Topeka.org – Government – Departments – Police Department
 - Property Maintenance Division

PROPERTY MAINTENANCE CODE UNIT

Administrative Hearings

- Receive Notification
- Call Inspector and ask questions

An administrative hearing officer conducts impartial hearings requested by property owners after receipt of a violation notice as provided by IPMC. Hearings will be on 1st and 3rd Wednesdays.

Unsafe Structures Code

The Unsafe Structures Code addresses structures that are unfit for human habitation or use and are unsafe due to dilapidation or other conditions that are injurious to the welfare of Topeka residents. 2019 – 139 Demolition Permits.

- Court ordered or on a voluntary basis.

Housing

The IPMC provisions apply to all existing residential and nonresidential structures and constitute the minimum requirements and standards for those premises. Standards are set for premises, structures, equipment, lighting, ventilation, space, heating, sanitation and protection from the elements. Other issues include life and fire safety, and provisions are set forth as to the responsibility of owners, operators and occupants.

Sanitation

Sanitation violations can include such things as garbage, rubbish, inoperative and unlicensed vehicles, unsecured vacant buildings, brush piles and other conditions that degrade neighborhood appearances and cause harborage for rats, mice and snakes. Items which are considered sanitation items include tires, upholstered furniture and carpeting, mattresses, box springs, cardboard boxes, scrap lumber and scrap metal, vehicle parts, appliances, stagnant water (untreated pools) and any item not intended to be outside or not weather proof. A letter will be sent notifying the recipient of the observed violation and other information. If the violation is not corrected, the City will abate it and charge the property owner for abatement costs as well as a \$100 penalty fee. The property owner always has ten days from the receipt of the letter to correct the violation or request an administrative hearing.

PROPERTY MAINTENANCE CODE UNIT

What is considered a sanitation/nuisance violation?

The ordinance defines these items as “rubbish” and include, but are not limited to:

- Appliances
 - Auto parts
 - Lumber
 - Cartons
 - Boxes
 - Paper
 - Crockery
 - Clothing
 - Yard trimmings
 - Excelsior
 - Discarded or broken furniture
 - Metal objects
 - Glass
 - Fencing
 - Plumbing fixtures
 - Leather
 - Junk
 - Rags
 - Rubber
 - Tin cans
 - Trash
 - Tree branches
- or accumulation of any other similar items.

Weeds

PMC conducts the weed and uncultivated vegetation abatement program. If weeds, grass or uncultivated vegetation grows higher than 12 inches, a notice is sent to the property owner who has 10 calendar days from the date of the notice to cut the vegetation. If the vegetation is not cut within the allotted time frame the property owner will receive a penalty bill. If a property is in violation more than once during the calendar year, the property owner may continue to receive penalty bills. Only one violation notice per calendar year is sent out per property. Property owners are responsible for grass/weeds/vegetation in abutting easements, ditches, alleys and right-of-ways. The IPMC does not include brush, bushes or trees for now, however the ordinance will likely see an amendment before the weed season. The new ordinance will be applied in a three-year stage to include shrubs, brush, saplings, and woody vines.

Graffiti

PMC performs graffiti abatement through coverage or removal. This service is provided free to property owners who sign a consent form, which is available online and may be faxed or mailed to the office or one can also be obtained in person at 620 SE Madison, 3rd floor. Graffiti is a misdemeanor if it is not removed.

Inoperable Vehicles

Standards of measurement for inoperable vehicles include missing windshields, flat tires, no tires, up on jacks, unlicensed/untagged, missing engine/motor or wrecked. Notification is sent to the property owner. Non-compliance will result in the vehicle being towed. Any vehicle on a property must be operable, tagged and parked legally. Problem vehicles or abandoned vehicles on public streets are a police issue and callers should contact the police department at (785) 368-9551.

PROPERTY MAINTENANCE CODE UNIT

Housing Navigator

Irma Fauldo – 785-368-3171

Assigned staff member who is responsible for reviewing applications for hardship cases and identifying those resources required to bring those subject properties into compliance. The Housing navigator shall work in conjunction with the Code Official, the DEI Office, and Housing Services to provide our community with quality customer service and resources to address unresolved issues.

Important Phone Numbers

- Graffiti Hotline – 785-368-3167 or 785-368-3161
- Property Maintenance Code Unit – 785-368-3161

Trash Haulers (call for large item pickup)

- Shawnee County Refuse Department 785-233-4774
- Waste Management of Kansas 785-233-2811
- Deffenbaugh 785-233-1069

Forestry Department

- Office – 785-368-3758

Garrick Topeka Bio-Mass and Yard Materials Recycling Facility – 785-368-3762

Rolling Meadows Recycling and Disposal Facility 785-246-0305

Tire Disposal (call for disposal fees)

- Gregg Tire – 300 SW 6th – 785-233-4156
- Gregg Tire – 1700 Westport Dr – 785-271-0123
- Peerless Tire – 333 Kansas – 785-233-0483
- Peerless Tire – 4214 Huntoon – 785-272-9842
- Rex's Tire – 2855 Wanamaker – 785-271-1122
- Performance Tire – 1735 N Kansas – 785-354-1410
- Performance Tire – 2834 Jefferson – 785-357-5116

PROPERTY MAINTENANCE CODE UNIT

Household Hazardous Waste Disposal

- Shawnee Co. Household Hazardous Waste – 785-233-4774



Property Maintenance Unit
John Schardine
Manager

620 SE Madison
Topeka, KS, 66607
www.topeka.org

Office: 785.368.3170
Email: jschardine@topeka.org

For 2023

- **March:**
 - NIAs will submit application and supporting documents ahead of (online), or at, their individual March CE Support Fund Planning meeting

- **April:**
 - CAC will evaluate and approve applications at April's meeting

- **September:**
 - NIAs will submit application and supporting documents ahead of, or at, their individual September CE Support Fund Planning meeting
 - They can request additional funds **for 2023** at this meeting
 - They will submit their **2024** application and supporting documents

- **October:** CAC will evaluate and approve applications at October's meeting

This should then put us on the track of working in advance, and not scrambling behind.

For 2024-Forward

- **September ONLY**
 - NIAs will submit application and supporting documents ahead of (online), or at, their individual September CE Support Fund Planning meeting
 - They can request additional funds **for 2024** at this meeting
 - They will submit their **2025** application and supporting documents

New Measures

- NIAs can request to restore their 2022 allotments.
- NIAs can request UP TO AN ADDITIONAL 30% of their 2022 allotment; OR up to \$500.

To be considered for additional funding please submit this application along with the following materials:

- A budget proposal outlining how much the NIA intends to spend and where.
- The NIA's minutes reflecting the budget was presented before the members and approved by the voting body.

1. How much is your NIA applying for?

Statement of the NIA's Vision

2. Please tell us what your funds will be used towards and how it benefits your NIA and the neighborhood your NIA serves.

National Night Out
August 5th, 2023



POLICE • COMMUNITY PARTNERSHIPS



National Night Out Planning Meetings

April 19th, 6:30 PM

June 15th, 6:30 PM

Topeka & Shawnee County Public Library

The meeting will be recorded

Safe Streets

A program of PARS

785-266-8666

info@parstopeka.org

www.parstopeka.org