

**City of Topeka**  
**CITIZEN ADVISORY COUNCIL MEETING MINUTES**  
**Wednesday, January 4, 2023**  
**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
<b>I. CALL TO ORDER</b>	ShaMecha asked meeting attendees to enter their names and represented neighborhoods or organizations on the sign-up sheet or use the chat feature in Zoom. She also asked that the guests in the room introduce themselves.	The meeting was called to order at 6:45 p.m.	<i>ShaMecha King Simms, Citizen Advisory Council Chair</i>
<b>Approval of: December 2022 Minutes January 2023 Agenda</b>	<p><b>A. Approval of December 2022 Minutes</b></p> <ul style="list-style-type: none"> <li>• Call for additions or edits, hearing none Chair asked for a motion to approve:            Motion to approve: Jim Edwards            Second: Susan McClacherty            Call for vote; Motion carries</li> </ul> <p><b>B. Approval of January 2023 Meeting Agenda</b></p> <ul style="list-style-type: none"> <li>• Call for any updates or changes            Hearing none – Chair called for motion to approve            Motion to approve: Michael Bell            Second: Jill Rice            Motion carried</li> </ul> <p><b>C. Members were divided into groups of 2-3 to share and discuss the following questions:</b></p> <ul style="list-style-type: none"> <li>• What does your NIA do well</li> </ul>		<i>ShaMecha King Simms, Citizen Advisory Council Chair</i>

	<ul style="list-style-type: none"> <li>• What does your NIA do that make you think your NIA is healthy</li> <li>• Think of one word that describes your NIA</li> </ul> <p><b>Another question presented:</b></p> <ul style="list-style-type: none"> <li>• Do any of the NIAs have a Motto?</li> <li>• Valley Park member stated they don't have a motto but they do have a Vision Statement</li> </ul> <p><b>D. Chair shared that she has some ideas for SWAG:</b></p> <ul style="list-style-type: none"> <li>• Magnets that share your Motto</li> <li>• Checking on other SWAG to be purchased</li> </ul>	<p>Mottos shared:</p> <ul style="list-style-type: none"> <li>• Think Big</li> <li>• We Can</li> <li>• Working together for change</li> <li>• Caring</li> <li>• Celebration</li> <li>• Diversity</li> </ul> <p>Additional comments on the audio files</p>	
<p><b>II. CAC Update</b></p>	<p><b>Chair wanted to cover the following;</b></p> <ul style="list-style-type: none"> <li>• First wanted to thank Susan and Kim for their leadership, patience over the last few years. Please acknowledge them with a round of applause</li> <li>• Acknowledge the CAC members in the room and on Zoom by having those present to share with others how many years they have participated in CAC, their NIAs and what is on their minds they would like to share.</li> <li>• Chair also share information about herself with the Committee. She also shared her goals.</li> </ul>	<p>See attachment in audio file for their responses.</p>	<p><i>ShaMecha King Simms, Citizen Advisory Council Chair</i></p>
<p><b>III. Staff Update</b></p>	<p><b>Director Glaude' began:</b></p> <ul style="list-style-type: none"> <li>• Welcome to City Manager's Assistant Kristin Moorhead who was in attendance</li> <li>• Community Engagement Offices has moved to the Basement of City Hall temporary. If you need to stop by the Security Team will be happy to help you.</li> <li>• Community Engagement by the Numbers December 2022</li> <li>• TSC Get Digital numbers have increased</li> <li>• Resource Bags for Social Services Agencies were made available during the month of December</li> </ul>	<p>Moorhead shared information about herself</p> <p>See attachments for additional information</p> <p>See attachment infographic Walk and Talk is a great opportunity to distribute Resource Bags</p>	<p><i>Monique Y. Glaude' Director of Community Engagement City Manager's Office 785-368-4470</i></p>

<p><b>Discussion Items</b></p>	<ul style="list-style-type: none"> <li>• Blight – numbers increased</li> <li>• Lost our Inmate Blight Crew that has been involved for the past 16 years picking up blight in the NIAs on a daily basis was phased out on December 30</li> <li>• Nextdoor post numbers over 2,000 impressions</li> <li>• East Topeka North NIA president and the officers will be resigning after 20 years of existence</li> <li>• New email for CAC - <a href="mailto:cacleadership@topeka.org">cacleadership@topeka.org</a></li> <li>• 2023 fight the Blight video was created and ran on City 4</li> <li>• Fight the Blight Cleanups – a budget of \$82,703 CBG funds is earmarked to be used to have the Shawnee CO Waste Services, to go through the 21 NIA to do cleanups once. Clean ups March – December. There is approximately \$1320 per NIA.</li> </ul> <p><b>A. Adverse Childhood Experiences</b> – discussed the 9 rules of engagement in December.</p> <ul style="list-style-type: none"> <li>• There are triggers such poverty, paying bills etc.</li> <li>• Need compassion and understanding that CAC is working with others who are challenged with these problem</li> <li>• Need to focus on</li> </ul> <p><b>B. CAC Ordinance and Bylaws</b></p> <ul style="list-style-type: none"> <li>• Discuss that Community Engagement has been moved under the DEI Officer</li> <li>• Program Review Committee that will work with Minority Business Enterprise, Women Business Enterprise and Disadvantaged Business Enterprise</li> <li>• This Committee will come up annual percentages for these three Enterprises</li> <li>• Bylaws changes discussed and tabled</li> </ul>	<p>See attached infographic.</p> <p>Questions and answers time was set aside</p> <p>Video is available for Adverse Childhood Experiences</p> <p>Response from LT. Munoz concerning Program Review Committee</p> <p>Discussion followed</p>	<p><i>Monique Y. Glaude’ Director of Community Engagement City Manager’s Office 785-368-4470</i></p> <p><i>ShaMecha King Simms, Citizen Advisory Council Chair</i></p>
--------------------------------	--	--	--

<p><b>Announcements</b></p>	<p><b>Susan McClacherty:</b> Spoke with Bill Sutton, Director of Shawnee CO. Solid Waste</p> <ul style="list-style-type: none"> <li>• Still accepting glass recycling</li> <li>• Bill Sutton will provide clarification at a later time on what can be recycled</li> </ul> <p><b>Jill Rice:</b> Teacher Resource Fair – update</p> <ul style="list-style-type: none"> <li>• Saturday, Feb. 4 at CRC Care Center – 455 SE Golf Park Blvd.</li> <li>• Time: 10:00 a.m.</li> <li>• Open to any USD 501 teachers in the district</li> <li>• Need volunteers: Two Shifts: 8:30 -11:30 or 11:30 – 1:30 p.m. 2<sup>nd</sup> shift helps with clean-up and reset the room</li> </ul> <p><b>ShaMecha King Simms:</b> Surveys sent out to help strategize how we can use our time. Ask your NIA officers/members to reply to this survey. Survey application for additional funds for NIAs was also sent.</p> <p><b>Michael Bell:</b> Commented on Poverty Simulation. Appreciate the efforts of Community Engagement to get that set up. Do not know if Invitations are going to go out. However, need to reach out to profit and non-profit on what will be covered at the simulation. Opportunity to make poverty a priority.</p> <p>Chair called for motion to adjourn Michael Bell moved Jill Rice second Motion carried</p> <p><b>Next CAC meeting February 1, 2023 at 6:45 p.m.</b></p>	<p>Michael Bell answered question concerning the Poverty Simulation</p>	
-----------------------------	--	---	--