

City of Topeka
CITIZEN ADVISORY COUNCIL MEETING MINUTES
Wednesday, March 1, 2023
6:45 p.m. – 8:30 p.m.

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
<p>Group Photo of attending CAC Members</p> <p>I. CALL TO ORDER</p>	<p>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. Chair shared an Affirmation.</p>	<p>6:30 photo session</p> <p>The meeting was called to order at 6:45 p.m.</p>	<p><i>Bianca Burnett,</i> <i>Sr. Community Engagement Coordinator</i></p> <p><i>ShaMecha King Simms, Citizen Advisory Council Chair</i></p>
<p>Approval of: February 2023 Minutes Approval of March 2023 Agenda</p>	<p>A. Approval of February 1, and February 15, 2023 Minutes</p> <ul style="list-style-type: none"> • Call for additions or edits, hearing none Chair asked for a motion to approve: Motion to approve: Michael Bell Second: Jim Edwards Motion carries <p>B. Approval of March 2023 Meeting Agenda</p> <ul style="list-style-type: none"> • Call for any updates or changes hearing none Chair called for motion to approve: Motion to approve: Michael Bell Second: Jim Edwards Motion carries 		<p><i>ShaMecha King Simms, Citizen Advisory Council Chair</i></p>

<p>Introductions of guests:</p>	<p>Crossroads Restoration - Spencer Lindsay, President, and Chaplain at the Detention Center</p> <ul style="list-style-type: none"> • Thank you for supporting the young men at their location during Christmas • They also have a home on Clay St. • Young men help in the gardens at Tennessee Town 		
<p>III. CAC Update</p>	<p>Chair covered the following:</p> <ul style="list-style-type: none"> • Chair informed members about the Magnets availability • Shared PROPS adventures in various NIAs <ul style="list-style-type: none"> ○ Hi Crest was recognized ○ Oakland NIA is thriving • Jill Rice spoke about the Teacher Resource Fair they hosted. Jill thanked CAC for their donation of funds. Forty-five educators responded and picked up supplies. • Chair reminded members /NIAs to read CAC Dispatches for “real time” updates to avoid taking up time at CAC meetings. • Chair called for questions, hearing none she moved to the next agenda item. 		<p><i>ShaMecha King Simms, Citizen Advisory Council Chair</i></p>
<p>IV. Staff Updates</p>	<p>Monique presented on the following:</p> <ul style="list-style-type: none"> • Community Engagement by the Numbers • Change Our Cultural of Property Maintenance public meeting • NIA budget meetings 2023 • City Manager staff member introduce himself to committee • Fight the Blight • Robert Rules of Order books a few still available if interested contact Monique <p>DREAMS 2 – Additional projects Updates</p> <p>Three potential NIA Projects were discussed:</p>		<p><i>Monique Glaude´ Director of Community Engagement City of Topeka Diversity Equity and Inclusion Office 785-368-4470</i></p> <p><i>Braxton Copley, Public Works Department Director 785-368-2527</i></p>

	<p><u>Approved for Additional Funding</u></p> <ul style="list-style-type: none"> • Historic North Topeka East - Kansas & Gordon Crossing Improvements • North Topeka West Street - Mill & Overlay <p><u>Not approved for Additional Funding</u></p> <ul style="list-style-type: none"> • Hi-Crest – SE 31st Street sidewalks/curb/gutter <p>CAC approved funding Historic North Topeka East and North Topeka West projects.</p> <p><u>New Proposal:</u></p> <p>Jill Rice proposed to fund 31st Street Sidewalk/curb/gutter project if HNTE and NTW funding goes through.</p> <p>Called for a motion by Chair</p> <ul style="list-style-type: none"> • Motion: Michael Bell Second: Jim Edwards Abstain: Yvonne May • Motion passes 		
	<p><u>Property Maintenance Update</u></p> <ul style="list-style-type: none"> • John shared a handout with the names of the Property Maintenance Staff and their positions. • Department is going to be very transparent • Will be attending all NIAs meetings this year • Spoke about Land Banking • John will be attending the CAC monthly meeting 	<p>Discussion followed. Question and Answer session was held</p>	<p><i>John Schardine, Property Maintenance Division Director 785-368-3170</i></p>
<p>V. SPEAKERS</p>	<p><u>National Night Out</u></p> <ul style="list-style-type: none"> • NNO on August 5 first Saturday • Two planning meetings at Topeka Public Library: April 19 and June 15 both at 6:30 p.m. the meetings will be recorded • A group of Committee members from the community that committee will help plan and guide this year’s event. If interested in being on the Committee contact Mandy. • Will also be offering a youth component to engage young people in Topeka in NNO. 	<p>A handout with information about National Night Out was distributed.</p> <p>Discussion and questions followed</p>	<p><i>Mandy Czechanski Executive Director Prevention and Resiliency Services – PARS 785-266-8666</i></p>

<p>IV. Staff Updates - Continued</p>	<p>Presentation concerning:</p> <ul style="list-style-type: none"> • Summary of Neighborhood Improvement Programs & Projects • Provide update on all NIA projects <ul style="list-style-type: none"> ○ SORT ○ DREAMS 1, 2 and 3 • This will be a monthly handout • Listing of Current Active Empowerment Projects 	<p>See attachments</p>	<p><i>Bianca Burnett</i> <i>Sr. Community Engagement Coordinator</i> <i>City of Topeka</i> <i>Diversity Equity and Inclusion Office</i> 📞: 785.368.3663</p>
	<p>NIA Newsletter Mailings:</p> <ul style="list-style-type: none"> • Topeka Spirit (aka GO Blue) closed who did NIA newsletters for years • Community Engagement put out an RFP • Lineage and Mainline printers received the account <ul style="list-style-type: none"> ○ Using a mailing software – number of neighbors in each NIA are not correct. ○ Will be using count from 2022 ○ Printing prices have increased. Meeting next week to discuss with them. ○ Amounts will be shared at Budget meetings 	<p>Question and Answers session followed</p>	<p><i>Monique Glaude'</i> <i>Director of Community Engagement</i> <i>City of Topeka</i> <i>Diversity Equity and Inclusion Office</i> 785-368-4470</p>
<p>VI. Action Items</p>	<ul style="list-style-type: none"> • Reimbursement for sticker magnets for \$38.97 Motion: Yvonne May Second: Wayne Roberts Motion passes • Webstore for CAC members requires a deposit of \$300 Motion to give Reliant Apparel \$300 deposit Motion: Don Fortin Second: Michael Bell Motion passes-show of hands asked – one vote per NIA 5 Approved 4 Opposed 2 Abstained Motion passes • Purchase of a CAC tablecloth with CAC logo for booth tables <ul style="list-style-type: none"> ○ Cost of tablecloth with logo range \$200-\$250 	<p>Graphic of apparel that is available through Reliant Apparel was shared.</p> <p>Questions and Answers followed</p>	<p><i>ShaMecha King Simms, Citizen Advisory Council Chair</i></p> <p><i>ShaMecha King Simms, Citizen Advisory Council Chair</i></p>

	<ul style="list-style-type: none"> ○ Use at Fiesta Mexicana, Juneteenth, United Way Volunteer Event, and other through the summer • Create CAC copy and print handouts to distribute during events – number of copies 100-150; no cost if printed by Community Engagement office • Swag options – i.e. small succulents, • Have a big draw such as a big-ticket item – Ring doorbell <p>A motion to approve a budget of \$450 for 3 big giveaways and that includes promotional items that go with it. Motion: Jill Rice Second: Laura Pederzani Motion passes</p>	<p>Questions and Answers followed</p>	
<p>VII. Announcements</p>	<p>A. Topeka Youth Commission Annual Meeting & Reception March 27th 6 PM - 8 PM Great Overland Station Sign-Up: https://events.blackthorn.io/en/5Y1d0nc7/topeka-youth-commission-annualmeeting-andreception-6a185Y1cmBYa/overview</p> <p>B. United Way Volunteers Event April 20th 10 AM - 3 PM Fairlawn Plaza *Hosting a booth</p> <p>C. Stormont Vail Health: A Day In The Life April 20th 8 AM - 3 PM; Main Facility Sign-Up: Lori Franken, Stormont Vail Foundation, (785) 354-6851</p> <p>C. Jill Rice, Hi Crest is having their Easter Egg Hunts</p> <ul style="list-style-type: none"> • March 31 in the evening • Saturday morning for Kids 		
<p>VIII. Adjournment</p>	<p>Call for motion to adjourn Motion: Susan McClacherty Second: Michael Bell Motion passes The next CAC meeting April 5, 2023 at 6:45 p.m.</p>		