

City of Topeka
CITIZEN ADVISORY COUNCIL MEETING MINUTES
Wednesday, November 1, 2023
6:00 p.m. – 8:00 p.m.

In Person; 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	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.	The meeting was called to order at 6:03 p.m.	ShaMecha King Simms Citizen Advisory Council Chair informhistoricaltownnia@gmail.com
	<ul style="list-style-type: none"> • Call to Order • Open floor for comments on minutes from October • Call for additions or edits 		ShaMecha King Simms Citizen Advisory Council Chair informhistoricaltownnia@gmail.com
APPROVAL OF MINUTES AND NOVEMBER AGENDA	<p>A. Approval of October 2023 meeting minutes</p> <ul style="list-style-type: none"> • Motion: Jim Edwards • Second: LaBonna Speakman • Motion: Passes <p>B. Adopt the November 2023 Agenda</p> <ul style="list-style-type: none"> • Motion: – Susan McClacherty • Second: Jill Rice • Motion passes 	No discussion or questions	ShaMecha King Simms Citizen Advisory Council Chair informhistoricaltownnia@gmail.com

<p>STAFF UPDATES</p>	<p>Community Engagement Division Status and Program Update:</p> <ul style="list-style-type: none"> • Reminder for all NIA support Funds deadline is 11/ 17/23 • City vendor for mailing NIA newsletters/postcards – Thank you for your patience concerning late mailings • Vendor will be meeting with Contracts & Procurement • Community Engagement sends newsletters/postcard out by first-class mail if done in house • Received update that Community Action Diaper Depot is running out of diapers. More information will be sent out in the NIA Weekly Communications <p>Community Engagement by the Numbers:</p> <ul style="list-style-type: none"> • NIA support funds budget reports • Resource Bags • Changing our Culture of Property Maintenance • Fight the Blight – 14 NIA participating <p>Community Engagement Announcements:</p> <ul style="list-style-type: none"> • Reminder for all NIA support Funds deadline is November 17th • Special DREAMS Debrief Meeting, January 10th • DREAMS Recommendation to City Council, November 21 • DREAMS Recommendation – City Council approval, December 5th 	<p>For more information contact Monique Glaude´</p> <p>\$65,000.00 4,218 distributed Report 11/15/23 101.19 tons collected</p>	<p>Monique Glaude´ <i>Director of Community Engagement City of Topeka Diversity Equity and Inclusion Office City Hall, 215 SE 7th Street, Suite 250 Topeka, KS 66603 785-368-4470 - mglaude@topeka.org</i></p>
<p>CAC Nominations</p>	<p>2024 CAC Chair & Vice-Chair Nominations</p> <ul style="list-style-type: none"> • Noted that: Bylaws, Page 1 Section 3 states the election of officers will be held in January • CAC members will vote at the January 3, 2024 meeting • Nominations of Officers was extended to December 1st • Ballots were distributed 	<p>Committee will look at updating the CAC Bylaws</p>	<p>ShaMecha King Simms <i>Citizen Advisory Council Chair</i> informhistoricaltownnia@gmail.com</p>

<p>PRESENTATION</p>	<p>Thriving Communities Grant Program</p> <ul style="list-style-type: none"> • This is a 3 -year technical assistance grant • Transportation and community revitalization • No cost to City if selected to receive support • Approximately 45-60 communities awarded 	<p>Selected communities will be matched with national Capacity Builder Teams based on needs</p>	<p>Alleigh Weems <i>Management Analyst, Public Works</i> City of Topeka 785-368-3036 apweems@topeka.org</p>
<p>ACTION ITEMS</p>	<p>DREAMS 3 Proposals & CAC Scoring Recommendations:</p> <ul style="list-style-type: none"> ○ Hi-Crest – Community Events - \$5,800.00 ○ Hi-Crest – Nellie Hogan Park - \$46,920.00 ○ Historic North Topeka East – Micro Prairies - \$23,025.00 ○ Tennessee Town – Kings Ct. Park - \$12,087.71 ○ Historic Old Town – Washburn Lane Lighting PH 2 - Denied ○ North Topeka West - National Night Out - \$4,151.78 ○ North Topeka West -NIA Participation Strategy – \$18,00.00 ○ Valley Park – Infrastructure Improvements -\$50,000.00 <p>Amount requested: \$143,784.49 Motion to approve: Jim Edwards Second: Wayne Roberts Abstained: Michael Bell Motion passes</p>	<p>Discussion followed See Attachments Reviewing Quorum and Bylaws in December/January meetings</p>	<p>Bianca Burnett <i>Sr. Community Engagement Coordinator</i> City of Topeka Diversity Equity and Inclusion Office ☎: 785.368.3663 ✉: lburnett@topeka.org</p>
<p>ACTION ITEMS</p>	<p>CAC December Meeting Options</p> <ul style="list-style-type: none"> • Meet at regular meeting time <p>Remaining CAC Support Funds Options / Recognitions</p> <ul style="list-style-type: none"> • Recognition purchase: CAC Polo Shirts – T-Shirts ETC. • Additional Member nametags • 3-4 copies of: <i>“The Changing American Neighborhood: The Meaning of Place in the 21st Century”</i> books <p>North Topeka West Additional Funds Request</p> <ul style="list-style-type: none"> • NTW is requesting \$500 additional Funds <p>Motion to approve: Susan McClacherty Second: Wayne Roberts Motion passes</p>	<p>Discussion & Q & A followed</p>	<p>ShaMecha King Simms <i>Citizen Advisory Council Chair</i> informhistoricaltownnia@gmail.com</p>

<p>ACTION ITEMS</p>	<p>2024 CAC Chair & Vice-Chair Nominations</p> <ul style="list-style-type: none"> • Nominations: Michael Bell is interested Susan McClacherty is interested • Ballots were distributed and members will vote in January 		<p><i>ShaMecha King Simms</i> <i>Citizen Advisory Council Chair</i> informhistoricaltownnia@gmail.com</p>
<p>Discussion Items</p>	<p>Notification</p> <ul style="list-style-type: none"> • To add an amendment, have to notify one month in advance • Motion: Move we add agenda amendment item for purposes for tonight to add clarification Motion: Susan McClacherty Second: Yvonne May Abstain: Michael Bell Motion passes <p>Bylaws</p> <ul style="list-style-type: none"> • Need to be reviewed • Change when elections are held • Defining a quorum for DREAMS • Volunteers to review Bylaws – Present at December meeting <ul style="list-style-type: none"> ○ Susan McClacherty ○ Jim Edwards • Motion to approve: Have Susan and Jim be charged to review Bylaws Motion: Dick Ketterman Second: Jill Rice Motion Passes 	<p>Members can contact Jim or Susan about changes</p> <p>Vote will be held in January</p>	<p><i>ShaMecha King Simms</i> <i>Citizen Advisory Council Chair</i> informhistoricaltownnia@gmail.com</p>

<p>ANNOUNCEMENTS</p>	<p>State of the Community Event</p> <ul style="list-style-type: none"> • Thursday, November 9th @ Townsite Towers Breakfast 7:30 – 9:00 a.m. Members interested in attending: Debra McClelland, Susan McClacherty, Wayne Roberts, Dick Ketterman, & ShaMecha King Simms ShaMecha will ask Glenda Washington for 10 seats • Central Highland Park Fellowship meeting November 13, 2023 <ul style="list-style-type: none"> ○ 6:00 p.m. – Hillcrest Community Center ○ Open meeting everyone welcome, short meeting, followed by Fellowship Meal • Michael Bell offered congratulations to ShaMecha for serving as a Poverty Simulation panelist • Apology from ShaMecha for her pointed remarks to City Council • Director Glaude´ discussed CAC Budget and Support Funds 		<p>ShaMecha King Simms Citizen Advisory Council Chair informhistoricaltownnia@gmail.com</p>
<p>ADJOURMENT</p>	<p>Question: Motion to Adjourn</p> <ul style="list-style-type: none"> • Motion: Michael Bell • Second: Bonna Speakman • Motion Passes <p>NEXT MEETING: DECEMBER 6, 2023 HOLLIDAY BUILDING CONFERENCE ROOM FIRST FLOOR – 620 MADISON 6:00 P.M. – 8:00 P.M.</p>		<p>ShaMecha King Simms Citizen Advisory Council Chair informhistoricaltownnia@gmail.com</p>