City of Topeka  
CITIZEN ADVISORY COUNCIL MEETING MINUTES  
Wednesday, January 3, 2024  
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.”

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| I. CALL TO ORDER    | Susan McClatcherty Called meeting to order at 6:05 p.m.                | December 2023 minutes motion to approve  
Motion: Jim Edwards  
Second: Jill Rice  
January 2024 meeting agenda motion to adopt  
Motion: Jill Rice  
Second: Jaron Balderes | December 2023 minutes Approved  
January 2024 agenda adopted | Susan McClatchery  
Citizen Advisory Council Chair |
| II. PRESENTATION    | A. CAC Support Funds Recipients Presentation –                          | Determining factors of option 1 and 2 are based on HUD’s response verifying weather Sole Reason would qualify due to lack of income verification | Jerry Hudgins-Sole Reason  
Craig Johnson-Stay Calm  
Sarah Alvarado-Diaper Depot  
Jill Rice-Teachers Resource Fair |
| III. STAFF UPDATES  | A. Community Engagement Division Status & Program Update                  | Consolidated Action Plan discussion at every meeting  
Update on LMI block groups | Monique Glaudé  
Division Director of Community Engagement |
### IV. 2024 CAC Leadership Election

| A. | Chair Nominees were: ShaMecha King Simms, Susan McClacherty,  |
| B. | Chair Nominee with most votes received: Susan McClacherty, total number of votes 4 out of 6.  |
| C. | Vice Chair Nominees were: Susan McClacherty, ShaMecha King Simms,  |
| D. | Vice Chair Nominee with most votes received: [Name], total number of votes 4 out of 6.  |
| E. | Motion: Jim  |
|    | Second: ?  |

2024 Elected:  
Chair – Susan McClacherty  
Vice Chair – ShaMecha Simms King

**Bianca Burnett**  
Sr. Community Engagement Coordinator

### V. CAC Updates

| A. | Bylaws – Take off section 4  |
|    | Motion: Jim  |
|    | Second: Jill Rice  |

Accepted the amended Bylaws  
**Susan McClacherty**  
Citizen Advisory Council Chair

### VI. Discussion Items

| A. | 2024 Goals and Initiatives Mapping -  |

Speaking on the topic in the February 7th meeting  
**Susan McClacherty**  
Citizen Advisory Council Chair

### VII. Action Items

| A. | NONE  |

### VIII. Announcements

| A. | CAC meeting Tuesday January 16th regarding LMI Block Groups  |

Open to all CAC members & Guests
| IX. ADJOURN | Motion to adjourn:  
  ▪  Motion: Jill Rice  
  ▪  Second: Jim | Motion passes | Susan McClacherty  
  Citizen Advisory Council Chair |

NEXT MEETING: February 7, 2024 - HOLLIDAY BUILDING CONFERENCE ROOM, FIRST FLOOR – 620 MADISON, 6:00 P.M. – 8:00 P.M.