



Community Engagement  
Cyrus K. Holliday Bldg.  
Holliday Conference Rm.  
620 SE Madison

**City of Topeka**  
**CITIZEN ADVISORY COUNCIL**  
**SPECIAL MEETING MINUTES**  
**Wednesday, June 9, 2021**

**I. CALL TO ORDER & CAC UPDATES**

The Citizen Advisory Council met remotely via Zoom at 6:00 p.m. and in person. No official attendance was taken (members that appeared to be present via zoom or on camera: Michael Bell, Margo Rangel, Kim Thompson, David Bawden, Yvonne May, Donald Fortin, Susan McClacherty, Laura Pederzani).

Susan McClacherty, Citizen Advisory Council Chair called the official meeting to order at 6:00 p.m.

**II. PRESENTATION**

**A. 2022 Consolidated Action Plan Programs and Objectives**

Corrie Wright, Division Director for Housing Services presented the projected City of Topeka 2022 Consolidated Action Plan programs and objectives for use of HUD funds.

Projected Grant funds include: \$1.9 million CDBG Funds, \$570,000 HOME, \$160,000 ESG, and \$1.6 million for shelter plus care. Shelter Plus Care is a competitive grant that the City must apply for on an annual basis. Shelter Plus Care funding has typically been awarded to the City of Topeka for the last 15 years. CDBG HOME and ESG are all entitlement funds received without competition.

Shelter Plus Care is a very specific housing subsidy program for people that are homeless and have a disability or severe persistent mental illness, chronic substance abuse, or AIDS. Participants receive a rent subsidy where they pay 30% of their income towards rent. The City of Topeka serves about 500 people per year with this program. HUD determines rent plus utilities threshold to meet that requirement but participants can choose to live anywhere in the city that will accept the program voucher.

Other major programs include:

\$330,000 for SORT Target Area (Housing) Rehabilitation Program (major rehab, exterior rehab, and infill). Major rehab is up to \$30,000 (soft mortgage with no interest, 50% forgiven after seven years, and no payment until the property is sold or refinanced). Exterior rehab is up to 15,000 (soft mortgage with no interest, the landlord has to provide 10% match, 60% forgiven after seven years.

Emergency Repair Program up to \$15,000 for work (\$7,500 for weatherization) and typically projects include sewer lines, water heater, furnace, electrical, roof, AC (only medically necessary), (50%

forgiven after 7 years). Project qualifications for the emergency program is work that is required for immediate health and safety (exception mold and foundations because of the cost)

Accessibility Program up to \$6,000 exterior/ \$4,500 interior for owner occupied homes and \$4,000 exterior only for tenant occupied homes. Projects include: ramps, door widening, grab bars, roll-in showers (wheelchair). This is a grant so participants don't repay this.

Voluntary Demolition owner payback amount depends their owner's income (only time there's no payback is if it's donated to a nonprofit). Typically 5-7 voluntary demolitions per year.

Topeka Opportunity to Own (TOTO) homeownership program that provides up to \$30,000 in rehabilitation for low income homebuyers for their newly acquired property (50% forgiveness after 7 years). Home buyers go through credit counseling and homebuyer maintenance courses through Housing and Credit Counseling, Inc. (HCCI). Newly acquired home can't be over \$75,000.

Community Housing Development Organizations (CHDO): Cornerstone and Habitat for Humanity provide new infill housing. Provide at least 15% of CDBG funds to CHDOs

Emergency Solutions Grant is for very specific activities. There are only four categories that the City can use ESG Funds for: 1) Rapid rehousing, 2) Emergency Shelter, 3) Homeless Prevention, and 4) Homeless Management Information System (HMIS).

Other neighborhood programming includes: NIA Support, Neighborhood Beautification and Anti-Blight, and the new DREAMS program.

Corrie shared the Final 2022 Consolidated Action Plan (Pre-HUD Allocations) spreadsheet (see linked document). This document is presented to the CAC annually and each year, the City adjust the funding allocations to fit the needs based on needs data from the current year. These allocations are best guess projections of HUD funding to be received in the upcoming year.

Corrie provided five questions for the Citizen Advisory Council to consider and discuss: (see linked document).

Corrie stated that items listed on the Final 2022 Consolidated Action Plan (Pre-HUD Allocations) spreadsheet in red cannot be changed due to HUD funding requirements and/or City Personnel constraints.

Corrie stated that all programs are fully expended each year and that Emergency Repair and Accessibility typical have a wait list every year.

Margo Rangel asked how allocations are determined and who makes the determination. Corrie stated that allocations are determined based on input taken from the Homeless Task Force (30 agencies), CAC, several public input meetings. This information is then compiled and Corrie provides a report of her recommendations based on input gathered. This report is submitted to the Planning Department Director and the City Manager.

## **I. ADJOURNMENT**

A. The next regular CAC meeting is July 7, 2021, at 6:45 p.m. in the Holliday Conference Room (Zoom link will be provided upon request).