

City of Topeka
CITIZEN ADVISORY COUNCIL MEETING MINUTES
Wednesday, March 06, 2025
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, MINUTES & AGENDA	Susan McClacherty called the meeting to order at 6:00 P.M. February 2025 meeting minutes motion to approve. <ul style="list-style-type: none"> ▪ Motion: Wayne Roberts ▪ Second: Jim Edwards March 2025 meeting agenda motion to adopt. <ul style="list-style-type: none"> ▪ Motion: Jim Edwards ▪ Second: Wayne Roberts 	February 2025 minutes approved. March 2025 agenda approved.	Susan McClacherty, <i>Citizen Advisory Council Chair</i>
II. NIA DISCUSSION	A. NIA Discussion <ul style="list-style-type: none"> ▪ 501(c)3 pros and cons. <ul style="list-style-type: none"> • No recipients present for discussion. ▪ Tier 2 NIA’s pros and cons. <ul style="list-style-type: none"> • Partnering with CRC provides a safe place to keep money that may have come from a fundraiser or grant. • Provides meeting rooms. ▪ 2025 NIA goals. <ul style="list-style-type: none"> • DREAMS Project ideas. • Replacing neighborhood sign. • Monthly speaker for meetings. • Helping with housing rehabilitation. • Community events. • Ice cream social. 	NONE	Susan McClacherty, <i>Citizen Advisory Council Chair</i>

- Community potluck.
- How your NIA budgets their finances.
 - Plans for number of newsletters being distributed throughout the year.
 - Treasurers report monthly.
 - Look at what activities that you would like to accomplish.
 - Plan activities a year in advance.
 - Seek out community support funds.
- Events Planned in the next 3 months.
 - Using Sunflower Foundation for a meeting location.
 - Annual Egg Hunt.
 - Parade.
 - 4th of July block party.
 - Trunk or Treat.
 - Potluck.
 - Ice cream social.
 - Putt putt golf.
 - Bowling.
 - NNO events.
 - Walk and Talks.
 - Firework display.
 - Back to school social.
 - Neighborhood clean-up.
 - Sponsor carriage ride for NOTO's holiday event.
- Ideas for making DREAMS consults more productive.
 - Come prepared with list of priorities or a list of needs from the community.
 - Need to be more specific during the application process.
 - For park updates you can contact Brian Toby from Shawnee County Parks and Rec to see what's in their budget to help NIA's.
- How is information shared among residents and/or community members.

	<ul style="list-style-type: none"> • Mailings. • Email database. • Facebook page. • Next Door. • Text messages. • NIA website. • Businesses that are partnering with an event. 		
III. STAFF UPDATES	<p>A. Community Engagement Division Status & Program Update.</p> <ul style="list-style-type: none"> ▪ After an election has taken place, each NIA should submit minutes from the meeting as well as the meeting and contact information form that can be found in the NIA handbook. ▪ Tuesday June 24th from 3 PM to 7 PM the city will be hosting a Community Resource Expo at the library. More information to come. ▪ City of Topeka Community Engagement and the Topeka Police Department has partnered to announce EMPOWER:HER. We will be offering free self-defense classes for young women and women throughout the City of Topeka to provide personal safety training workshops. Our goal is to have one for men in 2026. More information to come. ▪ Community Engagement will be scheduling Fight the Blight for NIA neighborhoods this year. Schedule will be available when completed. 	NONE	<i>Monique Glaudé, Division Director of Community Engagement</i>
IV. ROUND TABLES	<p>A. Sharing of greatest 2024 neighborhood improvement.</p> <ul style="list-style-type: none"> ▪ Kings Court renovation. ▪ walking murals. ▪ Working with Denae Comacho with Washburn University with her efforts of community studies. ▪ Planning efforts of the micro prairies. ▪ DREAMS sidewalks completed. ▪ DREAMS 1 project completion. <p>B. Sharing of greatest 2024 neighborhood event.</p>	NONE	<i>Open to all CAC members & Guests</i>

	<ul style="list-style-type: none"> ▪ Tennessee Town basketball tournament. ▪ NNO event. ▪ Dumpsters. ▪ Fight the Blight. ▪ Trunk of Treat. ▪ Ice cream social. ▪ Tire pick-up ▪ 4th of July event. <p>C. Sharing of leadership commitments in 2025.</p> <ul style="list-style-type: none"> ▪ Making sure voices are heard for DREAMS projects. ▪ Artist and residence program. ▪ New board members. ▪ Weekly neighboring tip. ▪ Volunteer for 100 hours. 		
V. ACTION ITEMS	<p>A. Distribution of CAC and NIA Support Funds.</p> <ul style="list-style-type: none"> ▪ Discussion was had about the amount of funds that were allocated for office supplies. ▪ Vote was taken from CAC members as to how they would like the support funds distributed. ▪ Motion was made by Susan to decrease office supplies to 5%. Motion was seconded by Wayne. 	<p>CAC majority vote to distribute NIA support funds was option 4.</p> <p>Motion was passed to reduce office supplies to 5%.</p>	<i>Bianca Burnett, Senior Community Engagement Coordinator</i>
VI. ANNOUNCEMENTS	<p>A. If any members would like to continue to write about a health topic for the neighborhoods, it is welcomed.</p>	NONE	<i>Open to all CAC members & guests</i>
V. ADJOURNMENT	<p>Motion to adjourn:</p> <ul style="list-style-type: none"> ▪ Motion: Wayne Roberts ▪ Second: Dane Stephenson <p>NEXT MEETING: April 2, 2025 - HOLLIDAY BUILDING CONFERENCE ROOM, FIRST FLOOR – 620 MADISON, 6:00 P.M. – 8:00 P.M.</p>	Meeting adjourned	<i>Susan McClacherty, Citizen Advisory Council Chair</i>