

City of Topeka
CITIZEN ADVISORY COUNCIL MEETING MINUTES
Wednesday, August 06, 2025
6:00 p.m. – 7:30 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 |
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| I. CALL TO ORDER, MINUTES & AGENDA | <p>Susan McClacherty called the meeting to order at 6:00 P.M.</p> <p>July 2025 meeting minutes motion to approve.</p> <ul style="list-style-type: none"> ▪ Motion: Jim Edwards ▪ Second: Sandra Batt <p>August 2025 meeting agenda motion to adopt.</p> <ul style="list-style-type: none"> ▪ Motion: Jim Edwards ▪ Second: Dane Stephenson | <p>July 2025 minutes approved.</p> <p>August 2025 agenda approved.</p> | <p><i>Susan McClacherty,</i> <i>Citizen Advisory Council Chair</i></p> |
| II. PRESENTATION | <p>A. 3d Printed Homes by Trident Homes.</p> <ul style="list-style-type: none"> ▪ Further details in recording. <p>B. Proposed Changes to Washburn University Community Studies Class Working with NIA's.</p> <ul style="list-style-type: none"> ▪ Requesting assistance with a project that involves the students learning more about NIA's. ▪ Further details in recording. | <p>None</p> | <p><i>Chris Stemler,</i> <i>Founder</i></p> <p><i>Michaela Sanders,</i> <i>Lecturer & Interim Faculty Fellow for Community-Engaged Learning.</i></p> |
| III. STAFF UPDATES | <p>A. Office of Inclusive Communities Program Updates.</p> <ul style="list-style-type: none"> ▪ Office of Inclusive Communities has a new team member. Leo Hope is the new Community Navigator. Introduction will be made at the September meeting. ▪ Asking for neighborhoods to share our Back-to-School initiative, which provides school supplies to income qualified families. | <p>NONE</p> | <p><i>Monique Glaudé,</i> <i>Division Director of Office of Inclusive Communities.</i></p> |

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| | <ul style="list-style-type: none"> National Night Out is August 9th from 12-5 at Ag Hall. This event will include a car show, food trucks, Touch-A-Truck, inflatables, face painting, art station, resource fair, vendor market, and more. We are asking the neighborhoods to share information with the community. Yard Of the Month had 7 nominations for June and 32 nominations for June. <p>B. City of Topeka Conflict of Interest Waiver for Boards & Commissions.</p> <ul style="list-style-type: none"> City of Topeka legal department has requested the you view and sign the new Conflict of Interest Waiver for Boards and Commissions. Please have them signed by Wednesday September 3rd. If there are any questions about the waiver please email NIArequest@topeka.org. | | <i>Bianca Burnett, Senior Community Engagement Coordinator</i> |
| IV. AFFORDABLE REVIEW HOUSING COMMITTEE | <p>A. Affordable Review Housing Committee Update.</p> <ul style="list-style-type: none"> Discussing how to get people into housing that are homeless. Received 1.8 million to get the program set up. How to keep this account from getting depleted. Public is welcome to attend the meeting. | NONE | <i>Sandra Batt, CAC Representative of the affordable Housing Review Committee.</i> |
| V. DISCUSSION ITEMS | <p>A. NIA Support Fund Balance.</p> <ul style="list-style-type: none"> Reminder that any Funds should be spent by Friday November 14th. Offer was made to hold an informational Social Media session for NIA's in the month of September. | NONE | <i>Susan McClacherty, Citizen Advisory Council Chair</i> |
| VI. ANNOUNCEMENTS | <p>A. TPS Family Fitness Fun Night Booth.</p> <ul style="list-style-type: none"> Requesting volunteers to work a booth that provides information about NIA's Additional announcements are provided in the agenda. | ShaMecha, Sandra Batt, Debra McClelland, and Daniel Martin volunteered to man the booth. | <i>Open to all CAC members & guests</i> |
| V. ADJOURNMENT | <p>Motion to adjourn:</p> <ul style="list-style-type: none"> Motion: Peggy Lewis Second: Daniel Martin | Meeting adjourned | <i>Susan McClacherty, Citizen Advisory Council Chair</i> |

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| | NEXT MEETING: September 3, 2025 - HOLLIDAY BUILDING CONFERENCE ROOM, FIRST FLOOR – 620 MADISON, 6:00 P.M. – 7:30 P.M. | | |
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