



CITY OF TOPEKA

CITY COUNCIL COMMITTEE MEETING MINUTES

POLICY AND FINANCE COMMITTEE

CITY COUNCIL
City Hall, 215 SE 7th Street, Suite 255
Topeka, KS 66603-3914
Tel: 785-368-3710
www.topeka.org

Date: May 14, 2025

Time: 11:00am

Location: 1st Floor Conference Room, Cyrus K. Holliday Bldg. 620 SE Madison (*a virtual attendance option is available*)

Committee members Present: Spencer Duncan (chair), Marcus Miller, Michelle Hoferer

City Staff Present: City Attorney Amanda Stanley, Senior Attorney Geoff Lydick, Deputy Director Public Works Jason Tryon, Division Director Development Services Richard Faulkner, Planning & Development Director Rhiannon Friedman, Division Director Housing Services Carrie Higgins, Management Analyst Planning & Development Quinn Cole

1) Call to Order

Committee Chair Duncan called the meeting to order at 11:00am.

2) Approve March 25, 2025 Meeting Minutes

Committee member Hoferer made a motion to approve the minutes from the previous meeting. Committee member Miller seconded. Motion approved 3-0-0.

3) Presentation: Affordable Housing

Planning & Development Director Rhiannon Friedman spoke to the presentation on affordable housing with rehabilitation programs and the economic development for incentive housing. She spoke to the 2020 Citywide Housing study that defined the need for (1) Market Rate Multifamily (2) Missing middle infill (3) New single family (4) Affordable housing (5) Rehab and renovation.

Division Director Housing Services Carrie Higgins, Management Analyst Planning & Development Quinn Cole spoke to each Council District and gave a detailed summary giving a three-year funding and how many units/homes are impacted by Housing Service programs.

District 1: Housing Services: Accessibility-13 homes, Emergency Repairs-27 homes, Property Maintenance Rehab-6 homes, Topeka Opportunity to Own (TOTO)-2 homes, Weatherization-15 homes. **Planning and Development Services:** New builds-6 permits, RHID & LIHTC-190 units, NRP-4 properties. **Project:** Cornerstone of Topeka.

District 2: Housing Services: Accessibility -13 homes, Emergency Repairs-27 homes, Property Maintenance Rehab-6 homes, Topeka Opportunity to Own (TOTO)-2 homes, Weatherization-15 homes. **Planning and Development Services:** New Builds-43 permits, RHID-15 units, NRP-2 properties. **Project:** Riverstone Subdivision RHID.

District 3: Housing Services: Accessibility-17 homes, Community Housing Development Organization (CHDO) - 10 homes, Emergency Repairs-40 homes, Property Maintenance Rehab-7 homes, SORT/DREAMS-1 home, Topeka Opportunity to Own (TOTO)-1 home, Weatherization-30

homes. Planning and Development Services: New Builds-58 permits, RHID & LIHTC-60 units, RHID - 42 units, NRP - 5 properties. Project: Cornerstone of Topeka and Eastgate Subdivision RHID.

District 4: Housing Services: Accessibility-14 homes, Emergency Repairs -21 homes, Property Maintenance Rehab-1 home, SORT/DREAMS-6 homes, Topeka Opportunity to Own (TOTO)-3 homes, Weatherization-14 homes. Planning and Development Services: New Builds-42 permits, NRP - 1 property. Project: TOTO House-Colorado Avenue.

District 5: Housing Services: Accessibility-7 homes, Community Housing Development Organization (CHDO)-4 homes, Emergency Repairs-25 homes, Property Maintenance Rehab-4 homes, SORT/DREAMS-4 homes, Topeka Opportunity to Own (TOTO)-1 home, Weatherization 8 homes. Planning and Development Services: New Builds-69 permits, LIHTC-24. Project: CHDO-SENT Net Zero Homes.

District 6: Housing Services: Accessibility-3 homes, Emergency Repairs-18 homes, SORT/DREAMS-7 homes, Topeka Opportunity to Own (TOTO)-1 home, Weatherization-5 homes. Planning and Development Services: New Builds-9 permits. Project: TOTO Program.

District 7: Housing Services: Accessibility-2 homes, Emergency Repairs-4 homes. Planning and Development Services: New Builds-20 permits. Project: Emergency Repair-Sewer and waterlines.

District 8: Housing Services: Accessibility-1 home, Emergency Repairs-5 homes, Weatherization-4 homes. Planning and Development Services: New Builds-23 permits, RHID-20 units. Projects: Emergency Repair-Furnace Replacement and Sherwood Professional Park RHID.

District 9: Housing Services: Accessibility-3 homes, Emergency Repairs-6 homes, Property Maintenance Repair-1 home, Topeka Opportunity to Own (TOTO)-1 home, Weatherization-2 homes. Planning and Development Services: New Builds-18 permits. Project: Weatherization-Door and window repairs.

Planning & Development Director Rhiannon Friedman provided the Citywide Summary and a visual summary for January 2022-May 2025. Housing Services: Accessibility-66 homes, Community Housing Development Organization (CHDO)-16 homes. Emergency Repairs-169 homes. Property Maintenance Rehab-28 homes. SORT/DREAMS-21 homes. Topeka Opportunity to Own (TOTO)-14 homes. Weatherization-89 homes. Planning and Development Services-New Build Permits-288 permits (represents 700 units). RHID & LIHTC- 250 units. RHID-77 units. LIHTC-24 units.

Committee member Marcus Miller requested a visual summary of District 6 to show Planning & Development.

Committee chair Spencer Duncan referenced the 2020 Housing Study. He requested to have Planning & Development Director Rhiannon Friedman provide a presentation update for the Policy & Finance committee.

4) Action Items:

a.) 2024 Uniform Plumbing Code (UPC) Proposed Adoption

Division Director of Development Services Richard Faulkner spoke to the Board of Plumbing Appeals; the 2024 Uniform Plumbing Code is recommending the City of Topeka adopt the code. The code is the most current code and addresses changes in the industry and will improve safety in the community. He added that best practice is to update within 9 years of the latest code. He spoke to neighboring cities in Kansas are using the International Code and the City of Topeka uses the Uniform Code. The International Code tends to refer to an additional code books

for a complete implementation of the regulation. The Uniform Code gives more comprehensive information for contractors.

Richard Faulkner added information on the Board Plumbing Appeals and the review process. Plumbing inspectors also serve as liaisons to the board as they conduct the review. He expressed the importance to have a board made up of people in the field and inspectors. He continued to add the recommendation includes a 50% cut incorporated into the code and believes it reflects on positively on the plumbing board and their commitment to their trade. Lastly, he added staff supports the board's recommendation to adopt the 2024 UPC.

Committee chair Spencer Duncan asked if the Plumbing Board is full. Richard Faulkner confirmed it is full.

Committee chair Spencer Duncan referenced two codes that are reaching 15 years. He referenced the International Energy Conservation Code for residential and ADA Standards for Accessible Design. Faulkner stated that due to concern from residential builders from increases in construction costs it was determined to stay with the 2009 Energy Conservation Code. He continued to add that the ADA Standards for Accessible Design does not have an updated version.

Committee chair Spencer Duncan and Committee member Marcus Miller concurred the importance to review the exceptions to the 2009 Energy Conservation Code codes for developers and homeowners. Faulkner stated that he would report back to the Policy and Finance Committee on a review.

MOTION: Committee chair Duncan made a motion to approve and move forward to the Governing Body for action. Committee member Hoferer seconded. Motion approved 3-0-0.

b.) Downtown Parking

City Attorney Amanda Stanley stated at the Governing Body meeting May 6, 2025 the proposed Downtown Parking ordinance and resolution was voted to return to the Policy & Finance Committee for review of codes and review suggestions by Councilmembers Karen Hiller and Neil Dobler.

Deputy Director Public Works Jason Tryon spoke to the proposed ordinance amended version dated May 6, 2025 Line 142 stating 'No parking meter zones shall be established on Kansas Avenue Between 6th Avenue and 10th Street'. He added that currently there is no parking meters on Kansas Avenue and is restricted to a 2-hour parking limit. He continued to speak to the suggestions by Councilmember Hiller and summarized (1) elimination of the College Hill TIFF district (2) eliminating language of physical meters and hoods and using terms for appropriate signage for time restricted parking (3) using words where appropriate "payment or payment method" (4) using language to state how much parking you are getting for the amount of money is being paid (5) increase cost range to \$120.

City Attorney Stanley stated that there should be consideration of whether a resolution is needed and for the ordinance include specifics for dates.

Committee chair Duncan asked for confirmation on the current ordinance as written allows the City to move forward the parking garage rates. Stanley responded there was no action needed to clarify the garage rates.

Committee chair Duncan supports the proposed ordinance amendments that Councilmember Karen Hiller provided; besides College Hill language.

MOTION: Committee chair Duncan made a motion to adopt the ordinance, with Hillers amendments, and move forward to the Governing Body for action. Committee chair Miller seconded. Motion approved 3-0-0.

Committee chair Duncan supports Councilmember Neil Dobler proposed amendment regulating parking downtown for no metered parking zones on Kansas Avenue between 6th Avenue and 10th Street.

Committee member Hoferer asked for clarification on Food Truck parking and reserved loading zones. Tryon stated space can be reserved for the purpose of operating a food truck provided the applicant has a downtown business address. He added there would be stalls with signage to allow a 15-minute zone specified for loading and unloading. The proposal is to have one 15-minute zone stall every half block, not directly in front of a particular business.

City Attorney Stanley stated the proposed amendments from Councilmember Hiller and Dobler that there will need to have some changes for language in regards to referencing the amendments to ensure there are no conflicts.

Councilmember Hiller spoke to having the proposed ordinance give City staff the authority to set prices on particular parking stall rates. She added her support for City Attorney Stanley's suggestion to have the ordinance only. She also expressed the importance to keep in mind the pricing to benefit the businesses to help them thrive.

MOTION: Committee chair Duncan made a motion to adopt the language of no parking meter zones shall be established on Kansas Avenue between 6th and 10th Street, subject to wordsmithing the changes from proposed Hiller amendments, and move forward to the Governing Body for action. Committee chair Miller seconded. Motion approved 3-0-0.

Deputy Director Public Works Tryon spoke to the implementation date which is currently set by City staff. The proposed start date would be January 1, 2026 on 100 blocks east and west of Kansas Avenue. He spoke to parking garages that are currently under renovation; once they are fully accessible then rates would go into force.

City Attorney Stanley stated the ordinance directs staff to have an implementation date, but the resolution sets the dates.

Committee chair Duncan supports the Governing Body having the opportunity to have discussion for the resolution implementation date.

MOTION: Committee chair Duncan made a motion to approve the amendment to add January 1, 2026 start date for parking meters on the blocks on the 100 blocks of Kansas and move forward to the Governing Body for action. Committee member seconded. Motion approved 3-0-0.

5.) Discussion: Claims made by the City of Topeka

Senior Attorney Geoffrey Lydick spoke to the consideration of an ordinance for a policy change to allow the City of Topeka to file lawsuits and pursue claims for damages caused to City property. The ordinance would give authority to initiate, file and prosecute a civil lawsuit, in the name of and on behalf of the City, so long as the initial damages claimed by the City do not exceed \$35,000.00 at the time of filing. He continued to speak to the process of approval from the Governing Body if there is litigation on a small claim and stated the benefit to having strategy and efficiencies for the Governing Body and staff to help with recovery results. He provided common examples of claims of damage to water/sewer lines from contractors or a car driver knocks down a street light.

Committee chair Duncan spoke to the language of the ordinance. He confirmed it would apply to any civil litigation and a threshold of \$35,000. He referenced certain lawsuits and cited the Christopher Imming case from 2015; he believes such litigation cases should not be tied to a dollar amount and should go before the Governing Body. He requested the language be clarified.

City Attorney Amanda Stanley supports clarifying the language and added that the emphasis is on tort claims for the proposed ordinance.

Committee member Miller thanked Geoffrey Lydick for his presentation.

City Attorney Amanda Stanley thanked staff member Geoffrey Lydick for the suggestion of the ordinance to the Legal team to help the City of Topeka save money and have more efficiencies.

MOTION: Committee chair Duncan made a motion to approve, with adding clarifying legal language, and move forward to the Governing Body for action. Committee member Miller seconded. Motion approved 3-0-0.

6.) Other Items

Committee chair Duncan stated there will be a Policy & Finance Committee meeting the end May or early June 2025 concerning the proposed ordinance updating anti-discrimination policies in the Topeka Municipal code.

7.) Public Comment

No individuals signed up for Public Comment.

Committee chair Duncan adjourned the meeting at 12:09 p.m.

The video of this meeting can be viewed at: <https://youtu.be/mhDlzbH2vbg>

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