I. CALL TO ORDER & INTRODUCTIONS

The Citizen’s Advisory Council meeting was called to order by Sarah Douglas at 6:00 p.m.

**City Employees Present:** LaToya Burnett-Martinez, Community Engagement Coordinator; Monique Glaudé, Community Engagement Division Director; Sasha Haehn, Neighborhood Relations Department Director

**CAC Members Present:** 20 (see annual attendance ledger)

**Other Attendee and Substitutes:** 1

II. CAC ANNUAL ELECTION

**Nominees:**
- Chair – Sarah Douglas – 13 votes – 6 abstained
- V. Chair – James Prout – 13 votes – 6 abstained
- Donna Rae Pearson – 2 votes – not present

A. CAC Purpose, Organization, Mission

Monique Glaudé, Community Engagement Division Director reviewed the purpose and organization of the CAC as stated in the Bylaws and provided an overview of the CAC mission.

III. APPROVAL OF MINUTES

**Attachments:** CAC Draft Meeting Minutes November 7, 2018 - A motion was made by Janet Fisher, seconded by Rosie Prall to approve the CAC Draft Meeting Minutes from November 7, 2018. The motion carried.
IV. SCHEDULED ITEMS

A. Guest Speaker – Jayde Casper, Kansas Works – Cancelled will reschedule
B. Guest Speaker – Bette Allen, Shawnee County Landlord Association

Bette Allen and Steve Vogel shared that the Landlord Association plans to visit all NIA’s to learn more about them and improve the relationship between the NIA’s and the Landlord Association. The Landlord Association meets monthly every 3rd Thursday; 7pm at Annie’s Place. NIA’s interested in helping landlords to keep property up may call Bette Allen at 785-640-2828 for more information. The Landlord Association and the city DNR will partner again for the Annual City of Topeka, HCCI, and Landlord Association Expo in September 2019. The Association provides local Landlords with education and guidance in the Topeka and Shawnee County area. Safe Streets Landlord workshop is March 26.

C. Guest Speaker - Ryan Woolaway Topeka Water Utilities Academy

The Topeka Water Utilities Department started their Utilities Academy for the public on February 16, 2019. Classes meet every Saturday during this 4 week session from 8:00 a.m. to 11 a.m. Each week will focus on a different area of utilities, including; water utility basics, systems, treatment, and customer service for water, waste water, and storm water. The education program is open the public. Water Pollution Control has partnered with Topeka Metro to do a guided bus tour to the Water, Waste Water, and Storm Water utility plants and other asset locations. The Topeka Water Utilities Department is also willing to come out to the NIA’s to give presentations. They will send out notice of the next class. For more information, please call Ryan Woolaway at 785-409-8636 or e-mail rwoolaway@topeka.org

V. ACTION ITEM

A. CAC Community Building & Transformation Vision: Discussion

In pairs: Why am I participating in CAC? What leadership qualities or skills do I bring to the table? What do I hope to accomplish through CAC for my community? Why is this important to me?

In large group: What could our community look like if we used all of our leadership qualities to create change in our community? Below is the list of what the CAC would envision for the Topeka community.

- Healthier, safer community
- Increased value of properties
- Community involvement
- Less fear
- Transparency
- Less vacant housing
- Relevance
- Role model to other communities
• Better housing & streets
• Community pride
• Diversity

VI. ADJOURNMENT

Motion to adjourn by James Prout, seconded by Todd Huston carried and meeting was adjourned at 7:35 p.m.

Next Meeting: **Wednesday, April 3, 2019 6:00 p.m. in the Holliday Conference Room.**