ORDINANCE NO. 18329

AN ORDINANCE introduced by Councilmember Lisa Stubbs relating to housing and neighborhood development, repealing City of Topeka Code § 42-6, and amending City of Topeka Code § 42-4, as amended by City of Topeka Ordinance No. 18263 and specifically repealing said original sections.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TOPEKA, KANSAS:

Section 1. That City of Topeka Code § 42-4, Citizen advisory council, is hereby amended to read as follows:

Citizen advisory council.

1. There is hereby established a citizen advisory council (CAC) consisting of persons representing broad community interests. The CAC will provide recommendations to the department of housing and neighborhood development (HND) on issues described in the CAC bylaws. The CAC shall consist of one (1) member elected by each certified neighborhood improvement association (NIA) and three at-large members. The NIA representatives must be eligible voting members of the NIA they represent. The NIA representative members will have three (3) year terms. No person can be the NIA representative on the CAC for more than two (2) consecutive terms. NIA representatives to the CAC shall be elected at NIA annual meetings. An NIA may also elect an alternate CAC representative who may represent the NIA in the event the NIA's CAC representative cannot attend a CAC meeting. Except, in the event a representative cannot complete their entire term, a substitute can be elected at any regular NIA meeting.
Within thirty (30) days of the effective date of this section, each NIA shall meet to elect a representative to the transition CAC for the remainder of calendar year 2004. The term for members of the transition CAC will expire on December 31, 2004, and will not be considered in determining term limits for NIA representatives on the CAC.

The three (3) at-large members of the CAC shall be appointed for three (3) year terms by the mayor with confirmation by the city council. The at-large members will have three (3) year terms. **No at-large member of the CAC shall serve more than two (2) consecutive terms.** One (1) at-large member must come from a low and moderate income (LMI) area not represented by a certified NIA or be a LMI citizen of Topeka not residing in an NIA area and two (2) at-large members must come from disciplines such as construction trades, architecture, appraising, real estate sales, public finance, mortgage lending, legal, real estate development, residential property management, commercial banking construction material suppliers, fund raising, neighborhood planning, zoning, engineering or other disciplines relevant to housing and neighborhood development.

At the first annual meeting of the CAC the voting members will elect a chair to conduct the meetings in accordance with Roberts Rules of Order. The director of housing and neighborhood development (HND) will establish bylaws and, in consultation with the CAC chair, prepare the agenda for each meeting. The CAC will meet quarterly each year unless a special meeting is requested by the director of HND or the city council. A quorum of the CAC shall consist of those voting members present, and a simple majority of voting members present shall decide any question. HND staff
shall keep attendance records and minutes of each meeting.

Voting rights will be distributed evenly among each of the NIA's within a district according to the number of NIA's: representative and each at-large member will have voting rights throughout their term.

The purpose of the CAC is to advise HND of the community needs as they relate to the allocation of city, state, federal and Topeka housing trust funds.

Section 2. That original City of Topeka Code §§ 42-4, and 42-6 are hereby specifically repealed.

Section 20. This Ordinance shall take effect and be in force from and after its passage, approval and publication in the official City newspaper.

PASSED AND APPROVED by the Council of the City of Topeka OCT 192004

James A. McClinton, Mayor

ATTEST:

Iris E. Walker, City Clerk

APPROVED AS TO FORM AND LEGALITY
DATE 10/10/04 BY
TO BE CODIFIED
NOT TO BE CODIFIED

VYORD/CITIZEN ADVISORY COUNCIL
10/20/04