

**Tennessee Town NIA General Membership Meeting**  
**6:30 p.m., Monday, July 10, 2017; Buchanan Center Conference Room, 1195 SW Buchanan**

TENTATIVE AGENDA:

- I. Welcome
- II. Demolition of 1194 SW Lane and Lane Garden Expansion; Demolition of 1129 SW Lincoln (votes)
- III. Neighborhood Partnership Program Application, Ideas (vote) (see pgs. 2 - 3 of meeting packet)
- IV. Adoption of Agenda (vote)
- V. Approval of May 8, 2017 General Membership Meeting Minutes (vote) (pgs. 4 - 5)
- VI. Reading and Acceptance of Treasurer's Reports (vote) (pg. 6)
- VII. Reports of Officers (pgs. 7 - 14)
- VIII. Community Policing Report (Ofc. Diehl Phone: 368-1657; E-mail: mdiehl@topeka.org)
- IX. Property Maintenance Report:
- X. Citizens Advisory Council (CAC) Report: Donald Fortin
- XI. City Council Report: Karen Hiller
- XII. Old Business:
  - A. NIA SORT Committee Meetings with Topeka Planning Department (see Reports of Officers)
  - B. City of Topeka and Abandoned Tires: Pat DeLapp
  - C. National Night Out Against Crime Update: Emma Ray
  - D. International Academy, Basketball Tournament Updates: Sandy Lassiter
  - E. Topeka JUMP, Heartland Visioning Updates: Joyce Revely
  - F. Citizens Advisory Council Candidates' Forum
  - G. 2017 NIA Goals (separate page; please complete and return to the HCCI front window, Buchanan Center)
- XIII. New Business:
  - A. Scheduling Neighborhood Cleanup for September (vote)
  - B. Taxes Paid on 1194 SW Lane
- XIV. Kudos: Recognizing the Good News and Deeds of Our Neighbors and Friends:
  - A. Thanks to Cornerstone of Topeka, Inc., Housing and Credit Counseling, Inc. and Sandy Lassiter for Donated Copying, Distribution of Meeting Notice Fliers
- XV. Announcements:
  - A. Neighborhood Relations Programs: (1) *Emergency Program*: Intended to help homeowners make repairs to immediate health or safety hazards, (2) *Accessibility Program*: Provides modifications to residential homes for owners or tenants with disabilities. For more info. on both programs or to apply, please call 785-368-3711
  - B. In Memoriam: Marge and Barney Heeney
  - C. Well Wishes to Chesney Park's Frank Hoge
  - D. Next Meeting: 6:30 p.m., Mon., September 11, 2017, Buchanan Center, 1195 SW Buchanan
- XVI. Adjournment

Tennessee Town on the Internet! Website: <http://tenntownnia.weebly.com> (all NIA meetings, activities posted)  
Nextdoor Tennessee Town: [https://tennesseetown.nextdoor.com/news\\_feed/](https://tennesseetown.nextdoor.com/news_feed/)  
E-Mail: [tenntown@yahoo.com](mailto:tenntown@yahoo.com) • Twitter: [@tenntown](https://twitter.com/tenntown)

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[Neighborhood Partnership Program \(deadline July 28, 2017\) \(https://www.topeka.org/neighborhoodrelations/CommunityEngagement/Pages/Topeka-Neighborhood-Partnership-Program.aspx\)](https://www.topeka.org/neighborhoodrelations/CommunityEngagement/Pages/Topeka-Neighborhood-Partnership-Program.aspx):

### Neighborhood Partnership Program

The Topeka City Council included \$25,000 in the 2017 budget to create a neighborhood grant program targeting all neighborhoods in the Topeka community. The program was created to support neighborhood events, beautification projects and other community-building projects in Topeka's neighborhoods.

### Program Highlights

The Neighborhood Partnership Program is a competitive grant program providing funding for neighborhood projects. This program:

- Provides funding for events, projects and local grant-matching requirements for other grant programs
- Is open to all formal and informal neighborhood groups. Informal groups can partner with a local non-profit or the Department of Neighborhood Relations Division of Community Engagement
- Funds project costs from \$500 to \$2,500

Please call Shane Wilson at 785-368-3711 with any questions about this program.

To be eligible for funding, **projects** must:

- Provide a public benefit to the neighborhood
- Have neighborhood involvement in all phases of the project
- Have dollar-for-dollar matching resources (cash, donated goods/services, volunteer time, etc.) up to \$2,500. At least 25 percent of the applicants' matching funds must come from volunteer hours in their project neighborhood or in a low-to-moderate income neighborhood. Volunteer costs are calculated at \$20/hour
- Be completed in the calendar year of the grant, with a specified timeframe included in the application

To be eligible for funding, **applicants** must:

- Have the necessary permissions before applying for the grant. Applications for beautification projects or new neighborhood events that are not in coordination with an existing neighborhood organization will work with City officials to determine the affected area and obtain signatures from 60 percent of the residents therein
- Attend the quarterly Neighborhood Leaders Roundtable events for the calendar year of the grant
- Coordinate with Keep America Beautiful on beautification projects
- Submit monthly progress reports and a short final report evaluating the success of the project

### **Ineligible projects and expenses:**

- Lobbying or fundraising activities
- Food
- Future maintenance costs
- Existing public service activities or that relate to current projects in the community
- Basic operating and/or administrative support for an organization
- Computers, copiers and other related equipment
- Projects that primarily support staff and other costs of a public agency or are an extension or duplication of a social service agency program
- Construction or rehabilitation of buildings.
- Projects that are eligible for SORT or any other city funding such sources as NIA support money and social service funding through the Economic & Community Development Committee.

Following are ideas that were submitted when the grant was announced earlier this year:

- Fourth of July Parade fund
- Monument markers for 17th street
- Bike racks/pad for a park
- Concert in the park series
- Movie in the park series

The City used to make funds available to NIAs to hold concerts. In 1998 Tennessee Town took advantage and held a concert on the north lawn of the Buchanan Center. Kansas City's Big John and the 39th Street Band played. The city provided a band shell that was parked on the west end of the lawn and the NIA acquired a concessions truck for hot dogs and drinks. The Buchanan Center opened its doors for bathroom use. It was a success.

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Minutes of May 8, 2017 General Membership Meeting:

Attendees: President Michael Bell, Vice Pres. Patrick DeLapp, Secretary-Treasurer Sandra Lassiter, TPD Officer Michael Diehl, Emma Ray, City Council Member Karen Hiller, Zachery Tague, Spencer Lindsay, LV Luarks, Pastor Theodis Williams, and Danielle White.

Bell called the meeting to order at 6:37 p.m.

Zachary Tague gave an update on progress of Working Men of Christ's efforts at renovating its discipleship house at 1175 SW Clay. He said WMOC needed approximately \$20,000 to complete electric and plumbing renovations. Tague said WMOC is looking for more mentors. Emma Ray said Asbury-Mt. Olive Church might be interested in participating in WMOC's "Adopt a Room" initiative at the house.

Michael Bell provided an update on the demolitions slated for 1194 SW Lane and 1129 SW Lincoln. Regarding 1194 SW Lane, he said Neighborhood Relations' Corrie Wright had informed him that the demo would be held up until November because of the possibility of the Northern Long-Eared Bat's presence in the house. Bell said he checked with Jason Luginbill at the U.S. Fish and Wildlife office in Manhattan, KS and found out that the guidance the City had cited regarding the bat had been revised. After Wright spoke with Luginbill, the demo was moved up to August. Regarding the demo at 1129 SW Lincoln, the NIA was told it would happen in June. (Note: It didn't.)

*Adoption of Agenda: Additions/changes to agenda: Add "Shiloh Buchanan Street" as "F" under Old Business. Ray moved adoption as amended as amended. Sandy Lassiter seconded the motion. The motion was approved.*

*Approval of March 13, 2017 meeting minutes: Pat DeLapp moved approval of the minutes as presented. Lassiter seconded the motion. The motion was approved.*

*Acceptance of Treasurer's Reports: The NIA's operations and communications and free-will donations Envista reports were presented. No data was available for the operations/communications budget. Ray moved acceptance of the Envista report. Lassiter seconded the motion. The motion was approved.*

Reports of Officers: Bell reviewed the report, which included the GraceMed Press Conference on April 5, the NIA's SORT Kickoff Meeting on March 29 and the NIA's first SORT Committee meeting with the City's planning department on April 17.

Topeka Police Officer Michael Diehl gave the community policing report and distributed handouts. He said 13 crimes had occurred during the last counting period (approximately March 13 - May 8). Of those 13 crimes, 7 were domestic in nature. Diehl said patrols would be increased in the Central Park NIA, directly south of Tennessee Town.

Property Maintenance Report: There was no report.

CAC Report: Bell gave the report. He said he had spoken with Chair Howard Blackmon and the group was trying to reestablish itself in the community. Bell said he had approached Blackmon about holding a candidates' forum between the city's primary and general elections to give residents a chance to ask questions of the city council and mayoral candidates. Bell said Blackmon suggested the King's Court Complex to hold the forum. Bell said the proposition was a "win-win" for the CAC, the city's low- to moderate-income residents and Tennessee Town. Those in attendance agreed.

City Council Report: Karen Hiller gave the report. She discussed and applauded the deal involving KU Med and Ardent acquiring St. Francis Hospital, the dedication of the SE 10 St. bridge over Shunganunga Creek as the Nick Chiles Bridge, an ad being released on the recruitment of a new city manager and the upcoming city elections.

Old Business - GraceMed Press Conference: Bell provided an account of the press conference in the Reports of Officers.

Old Business - National Night Out Against Crime Update: Ray provided the update. She said a garage sale scheduled for June 3 at Community Action's Hancock Center and a Gospel Fest for June 17 at Asbury-Mt. Olive Church both would be fund raisers for NNO.

*Ray moved to extend the meeting through New Business. DeLapp seconded the motion. The motion was approved.*

Old Business - International Academy: Lassiter gave the update. She said Grandparents' Day would be celebrated on May 12.

Old Business - Topeka JUMP Update: The group's meeting at Grace Cathedral was discussed.

Old Business - 2017 NIA Goals: Bell presented a hard-copy of the survey and mentioned that it was available online at the NIA's website.

Old Business - Renaming First 1200 Block of SW Buchanan for former Shiloh Baptist Church Pastor Augustus Pearson: Lassiter said Shiloh is still at work to have the block recognized for Pearson's tenure at the church. Bell said he had spoken with Shiloh's Darlene Palmer and had referred her to Dale Cushinberry, who had been involved in a similar, successful effort in the Highland Acres NIA for Aletha Cushinberry.

New Business - NIA SORT Committee Meeting with Topeka Planning Department; SORT Kickoff and Spring Celebration: Bell presented information on the SORT Committee's meetings with the planning department in the Reports of Officers.

New Business - Finding Other Ways to Print and Deliver Meeting Notice Cards: Bell said the decreasing funds in the NIA's operations/communications fund, as well as Neighborhood Relations' schedule for turning in notice cards to be presented to the City's printer; had compromised the NIA's ability to cover other NIA activities like National Night Out, the basketball tournament and the Holiday Party as well as its ability to communicate with its residents. He said he would investigate finding a printer (he said he already had contacted BPC about donated printing, but BPC couldn't help) or a nonprofit that might donate copying services. If successful, he said the NIA would have to find volunteers to distribute the meeting notices.

New Business - Citizens Advisory Council Candidates' Forum. Please see the CAC report above.

New Business - Threats to Federal Community Development Block Grant, HOME Funds: Bell said the preliminary budget presented by President Trump indicated his administration's desire to eliminate funding for the CDBG and HOME programs, as well as other programs that are a part of Topeka's Consolidated Plan. He said that ultimately the U.S. House and Senate would decide what would happen with funds for the programs and that Neighborhood Relations was aware of the situation.

*Adjournment: Ray moved adjournment. DeLapp second the motion. The motion was approved. Meeting adjourned at 8:26 p.m.*

Next NIA Meeting: 6:30 p.m., July 10, 2017, Buchanan Center, 1195 SW Buchanan.

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Treasurer's Report for July 10, 2017 General Membership Meeting: 2017 Operations/Communications Budget\*\*\*

<b>Tennessee Town NIA 2017 Operations and Communications Budget:</b>				
Date	Piece Count	Transaction Type	Withdrawal	Balance
1-1-17	▶	▶	▶	<b>\$1,080.00</b>
2-24-17	302	Printing of Meeting Notice Cards (\$? ea.)	\$30.20	\$1,049.80
2-24-17	302	Postage for Meeting Notice Cards	\$76.54	\$973.26
4-28-17	302	Printing of Meeting Notice Cards (\$? ea.)	\$30.20	\$943.06
4-28-17	302	Postage for Meeting Notice Cards	\$76.54	\$866.52
<b>TOTALS:</b>	▶	▶	<b>\$213.48</b>	<b>\$866.52</b>

Treasurer's Report for July 10, 2017 General Membership Meeting: Envista Account

<b>Tennessee Town NIA 2016-2017 Envista Account:</b>			
Date	Transaction Type	Deposit/Withdrawal	Balance
3-27-16	Account opened	Deposit of \$5.00	\$5.00
9-22-16	Check from Working Men of Christ Ministries	Deposit of \$337.00	\$342.00
10-20-16	Payment of Lawyer's Title Closing Costs for 1192, 1194 SW Lane; Reimbursement of Pat DeLapp's Expenses Related to Closing Costs	Withdrawal of \$275.00 (\$200.00 for Lawyer's Title; \$75.00 for DeLapp's Expenses)	\$67.00
12-20-16	Emma Ray Donation	Deposit of \$5.00	\$72.02 (includes interest earned)
12-20-16	Payment of First Half of Property Taxes at 1194 SW Lane	Withdrawal of \$20.79	\$51.23
3-13-17	Account Balance Check	NA	\$51.23 (interest earned only on accounts with \$200+ on hand)
5-8-17	Account Balance Check	NA	\$51.23 (interest earned only on accounts with \$200+ on hand)
6-28-17	Payment of Second Half of Property Taxes at 1194 SW Lane	Withdrawal of \$21.08	\$30.15 (interest earned only on accounts with \$200+ on hand)

\*\*\*Neighborhood Relations did cover the filing fee from another 2016 department line-item and restored the NIA's state nonprofit status to active. Bell signed the paperwork at the April 5, 2017 CAC meeting.

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Reports of Officers:

A. SORT Committee Meetings with the City's Planning Department:

The NIA's SORT Committee met with the Topeka Planning Department's Dan Warner and Tim Esparza at 3 p.m. on Thursday, May 11, 2017; 3 p.m. on Thursday, May 25, 2017; and at 12:30 p.m. on Thursday, June 15, 2017; in the Buchanan Center conference room, 1195 SW Buchanan.

At the May 11 meeting "Infrastructure and Parks" was the topic. A man from Shawnee County Parks and Rec attended. Materials were distributed that rated the NIA's streets; sidewalks, curbs and alleys also were discussed. Regarding parks, the Aaron Douglas Park, Lane Garden, the King's Court Complex, and creating another greenspace between Buchanan and Clay Streets were discussed. The group also discussed land use.

At the May 25 meeting "Housing" was the topic. Corrie Wright and Sasha Haehn from the City's Department of Neighborhood Relations attended. The SORT grant will make available approximately \$330,000 available for major rental rehabilitation. That amount includes up to \$30,000 per house in owner-occupied (major) funds (if the homeowner remains in the home for 7 years after signing contracts, then 50% of the funds are forgiven) and up to \$20,000 available for tenant-occupied funds (landlord would invest 10% and then 50% of the loan would be forgiven after 7 years). It was suggested that "walk-and-talks" be scheduled throughout the NIA to encourage people to participate.

Regarding in-fill housing, the challenge of new homes selling for half of their construction costs was discussed, so now the City only pays for foundations, sidewalks, etc. (approximately \$15,000 to \$20,000 in areas like Tennessee Town) while Community Housing Development Corporations (CHoDO) like Cornerstone of Topeka, Inc. and Topeka Habitat for Humanity actually construct the homes. Cornerstone and Habitat can build more cheaply than the City. Cornerstone is working on two-story floor plans now. Habitat has worked with Seaman High School to do on-site builds like the one at 1221 SW Buchanan. Neighborhood Relations has met with Cornerstone's Executive Director Chris Palmer on identifying Tennessee Town projects that may involve affordable rental rehab.

At the June 15 meeting the Committee's work thus far was summarized and two target areas to maximize impacts were identified for consideration.

(See attachments below of the materials distributed at the SORT Committee meetings.)

B. Meeting with Working Men of Christ Ministries and the City's Department of Neighborhood Relations:

Bell and DeLapp met with Working Men of Christ Ministries' Director Spencer Lindsey and Neighborhood Relations' Sheena (didn't get her last name), LaTonya Martinez, Corrie Wright, and Sasha Haehn at 2:30 p.m. on Thursday, May 16, 2017, in the Neighborhood Relations' offices at the Holliday Building, 620 SE Madison.

The meeting was called to find financing (approximately \$20,000 for electrical and plumbing) for the renovations WMOC seeks to have done at its discipleship house at 1175 SW Clay. The following possibilities were discussed:

- The NIA's SORT grant was mentioned as a possibility, but the funds wouldn't be available until 2018.
- Washburn Tech students helping with the electrical and plumbing repairs to defray costs.
- Lowe's Community Foundation
- Criminal Justice/Reentry
- Community Foundation
- Lentz Plumbing
- Perhaps Shelter Plus Care
- Joint Economic Development Organization (Chamber of Commerce, Small Minority/Women-Owned Businesses)
- Title One Loans (will exceed value of house)
- Koch Industries
- GoFundMe Page



C.   SORT Committee Attachments:

Plan Review Committee Meeting #3

Tennessee Town, 1

**HOUSING AND DESIGN**

**SORT Housing Funding Programs**

- Presentation by Department of Neighborhood Relations
- Questions

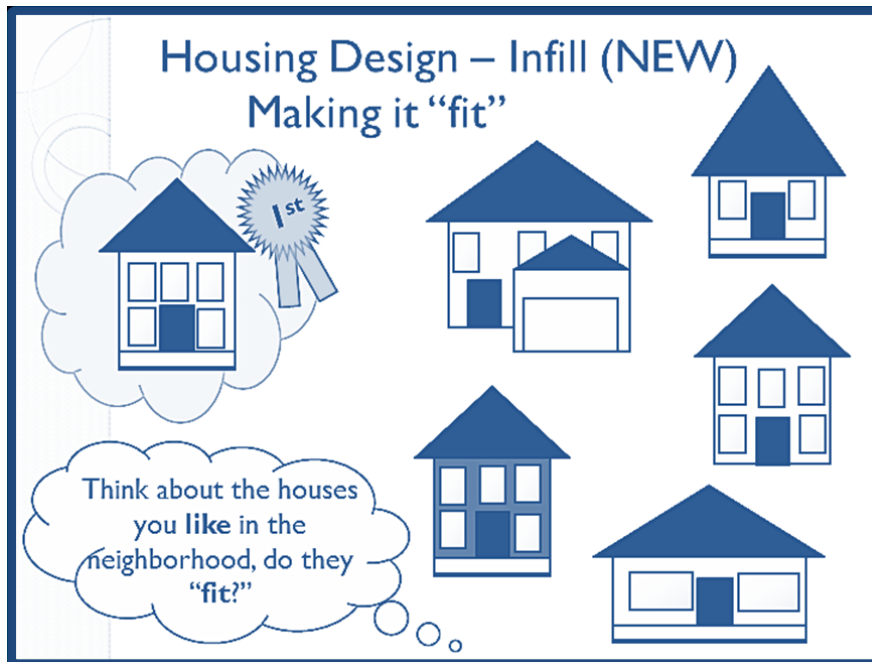
**New Construction – Infill**

- ☑ Plan should emphasize infill housing

**Design Guidelines**

It is recommended that all new in-fill housing be designed in a manner that reflects the architectural character of the neighborhood and traditional neighborhood design elements. These general characteristics include:

- 1) **multiple pitched roof lines (7/12),**
- 2) **narrower width than depth and building orientation that is consistent with the lot configuration,**
- 3) **porches,**
- 4) **proportional window openings,**
- 5) **raised foundations,**
- 6) **building orientations close to the sidewalk (the street is the focus),**
- 7) **brick column bases,**
- 8) **horizontal siding (e.g. wood or hardi-plank with 4¼-inch exposure).**



**WHAT OTHER HOUSING CHARACTERISTICS MAKE YOU THINK  
“THIS FITS IN TENNESSEE TOWN?”**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

### Infill Design

#### Single Story Family Home



Is this example (from the 2000 plan) a good illustration of new single story housing that fits the design guidelines for Tennessee Town?

YES

NO

If NOT, please explain:

#### Two Story Family Home



Is this example (from the 2000 plan) a good illustration of new two story housing that fits the design guidelines for Tennessee Town?

YES

NO

If NOT, please explain:

Single story infill housing

Two story infill housing built by the City of Topeka



## COMMUNITY BUILDING

“Community building is a key part of a neighborhood revitalization strategy because its focus on making the neighborhood a stronger advocate for itself. Empowering the residents and institutions of a neighborhood with the notion they can foster change that impacts the neighborhood in a positive manner is one of the goals of community building.”

Some of the principles of community building are:

- Build on community strengths
- Support families and children
- Foster broad community participation
- Forge partnerships through collaboration
- Value cultural strengths

### Capacity

#### *Non profit status*

Is the neighborhood a 501 (c)?

Yes    No

#### *Education and Training*

Are NIA members attending seminars/ conferences to learn more about neighborhood issues?

Yes    No

### Organizing

#### *Social Activities*

Are there any social activities or annual events held in the neighborhood?

Yes    No    **if so, what are they? If not, what would you like to see?**

#### *Partnerships*

Does the NIA collaborate with other organizations in the area?

Yes    No    **if so, what partnerships exist? If not, what would you like to see?**

## Public Safety & Appearance

#### *Community Policing*

Does the neighborhood have a neighborhood watch program, organized patrol, and/or strong relationship with Topeka PD?

Yes    No

#### *Clean-Ups*

Does the neighborhood sponsor any clean up programs?

Yes    No    **if so, what are they? If not, is this something the NIA should consider?**

### Tennessee Town: Housing Conditions



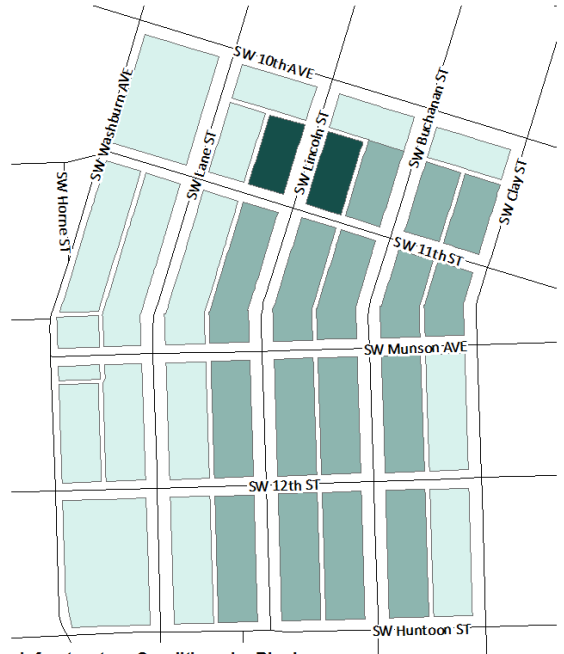
Housing Conditions by Block

- Not Surveyed
- Sound
- Minor Deterioration
- Intermediate Deterioration
- Major Deterioration

Sound = 1 Point  
Deteriorating = 4 Points



### Tennessee Town: Infrastructure Conditions



Infrastructure Conditions by Block

- No Defects
- Minor Defects
- Intermediate
- Major Defects

No Defects = 1 Point  
Major Defects = 4 Points



### Tennessee Town: Housing Tenure



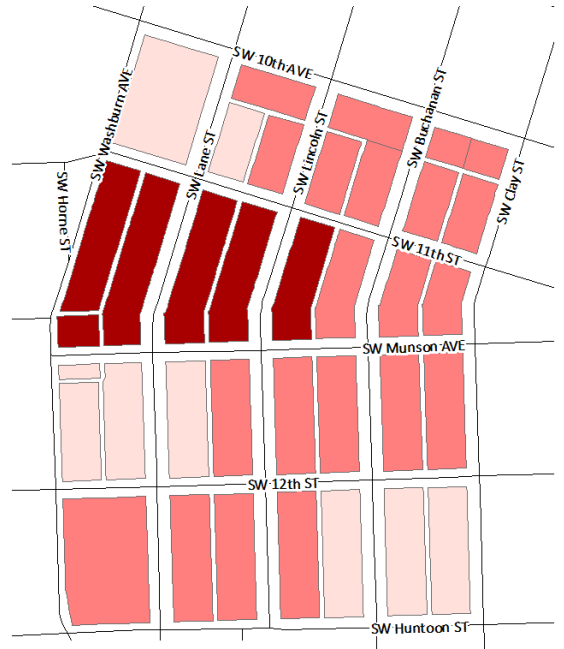
Percentage of Owner Occupancy by Block

- Not Applicable
- 69-100%
- 50-69%
- 30-49%
- 1-29%

69—100% = 1 Point  
1—29% = 4 Points



### Tennessee Town: Crime Totals 2016



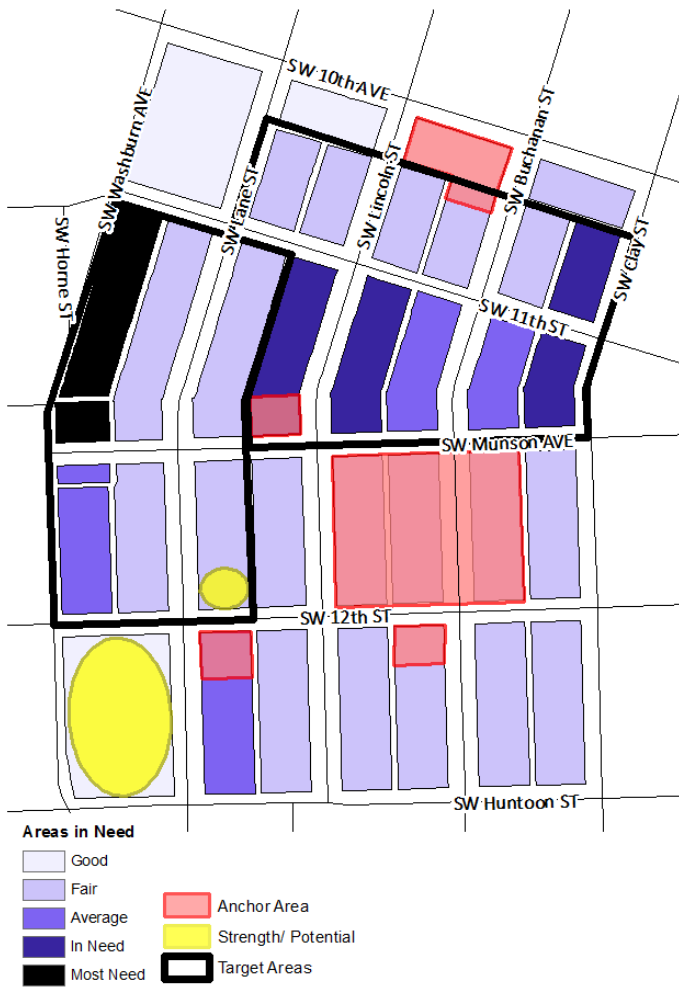
2016 Part 1 Crimes by Block

- 0-1
- 2-3
- 4-6
- 7-10

0—1 = 1 Point  
7—10 = 4 Points



## Tennessee Town: Target Areas



The most effective/ fair use of public investment in a neighborhood is to maximize the impact. Spreading out dollars throughout a neighborhood dilutes its impact. Combining the same amount of dollars for infrastructure & housing investments into a 3-5 block area will give that area a much better chance to transform itself and become another strength. The more areas of strength or fewer areas of weakness in a neighborhood, the better it will be. The targeted area will have an even greater chance to succeed if it can:

- attach itself to an anchor and/or area of strength (protect assets)
- address a significant need or weakness (transform)
- provide a benefit to the greatest number of people possible (can include image)
- leverage private investment to the greatest extent possible (sustainable)

**Anchor** – These are rigid points of support that give a neighborhood its identity. They are long-term community investments that draw people to them as destinations thereby lending stability to the area and making them desirable for residential investment (e.g., schools, churches, parks, community centers, etc.).

**Strength/Potential** – These areas are the relatively strongest blocks of a neighborhood that exhibit staying power and/or recent investment. These are also underachieving areas that have the potential to become strengths or anchors given an appropriate stimulus.

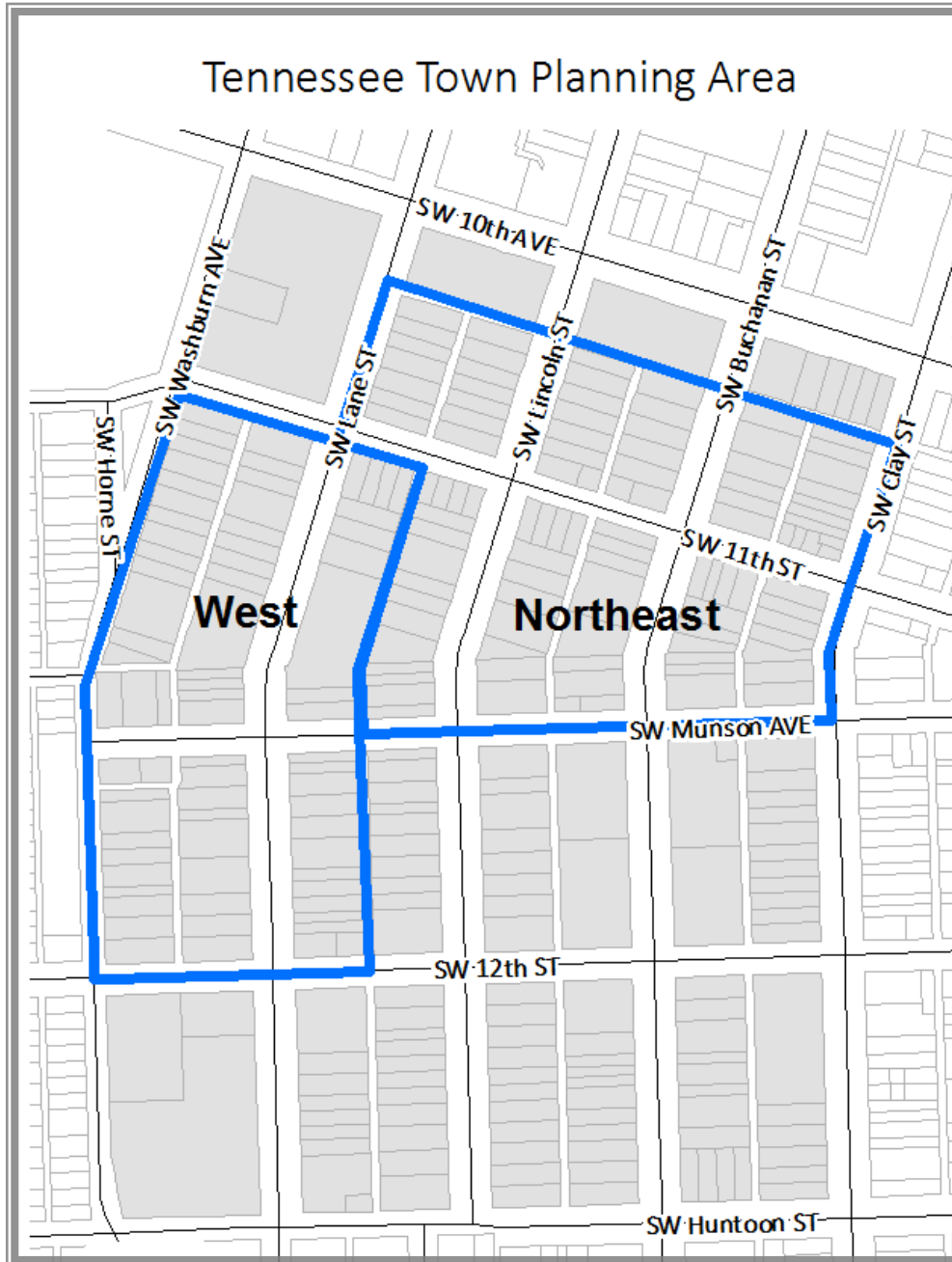
## Northeast Target Area

PROS	CONS
Area is primarily “In Need” or “Average”	Part of Area is “Fair”
Several Anchors in / Adjacent to Area	No Potentials
Greater Owner Occupancy	
Includes Several Identified Infrastructure Projects (Streets; Alleys; Sidewalks)	

## West Target Area

PROS	CONS
1 block is “Most Need”	Part of Area is “Fair”
Adjacent to / Contains Potentials	No Anchors in Area
More Infill Opportunities	Lower Owner Occupancy

# Tennessee Town Planning Area



Please place a check by your top choice for target area

Northeast

West

Northeast target area is bounded by the alley between 10th Ave and 11th Ave to the North, Munson Ave to the South, Lane St and the alley between Lincoln St and Lane St to the west, and Clay St to the east.

West target area is bounded by 11th St to the north, 12th St to the south, Washburn Ave to the west, and the alley between Lincoln St and Lane St to the east.