

Tennessee Town NIA General Membership Meeting
6:30 p.m., Monday, May 11, 2015, Buchanan Center Conference Room, 1195 SW Buchanan

TENTATIVE AGENDA:

- I. Welcome
- II. Guest:
 - A. Topeka Police Chief James Brown
- III. Adoption of Agenda
- IV. Approval of March 9, 2015 General Membership Meeting Minutes (pgs. 2 - 3 of meeting packet)
- V. Reading and Acceptance of Treasurer's Report (pg. 4)
- VI. Reports of Officers, Committees (pg. 5)
- VII. Community Policing Report: TPD Officer Matthew Blassingame
- VIII. Property Maintenance Report: Dennis Boyles
- IX. Citizens Advisory Council (CAC) Report: Donald Fortin
- X. City Council Report: Karen Hiller
- XI. Old Business:
 - A. Stormont Vail - Tennessee Town NIA Partnership Report
 - B. 2016 Neighborhood Empowerment Grant Ideas, Prior Neighborhood Empowerment Grants (pgs. 6 - 8)
 - C. 2015 National Night Out Against Crime Report: Emma Ray
 - D. Lane Garden Maintenance, Expansion
 - E. International Academy in Tennessee Town Update: Sandy Lassiter
- XII. New Business:
 - A. District One Crime Summit Report: Karen Hiller, Emma Ray
 - B. "Tennessee Town Talks"
- XIII. Kudos: Recognizing the Good Deeds of Our Neighbors and Friends
- XIV. Announcements:
 - A. Topeka Metro's Celebration of May as Older Americans' Month: Free rides for seniors 65+ years of age for the entire month. For more info.: <http://www.topekametro.org/> or 785-783-7000
 - B. Summer Camp for Toddlers (3 - 5 yrs, potty trained): 9 a.m. - 12:30 p.m., Mon. - Fri.; June 15 - 19, June 22 - 26, July 6 - 10, and July 13 - 17, 2015; TDC Parent - Child Learning Center at Highland Park High School; \$10 one-time, non-refundable registration fee (registration closes June 1), \$50 for each week-long camp (scholarships available based on family income), transportation available (limited seats), snack and lunch will be served. Call 274-6015 or 272-5051 for more info., application
 - C. Neighborhood Relations Programs: (1) *Emergency Program*: Intended to help homeowners make repairs to immediate health or safety problems including furnace replacement, sewer line collapse, water heater replacement; significant water line, waste line or gas line leakage; medically required and documented mechanical systems, roof replacement (not repair). (2) *Accessibility Program*: Provides modifications to residential homes for owners or tenants with physical disability including access to the home, exterior ramp, bathroom modifications, access to one bathroom and/or bedroom. For more information or to apply, contact Neighborhood Relations at 368-3711
 - D. Next Meeting: 6:30 p.m., Mon., July 13, 2015, Buchanan Center, 1195 SW Buchanan
- XV. Adjournment

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Minutes of March 9, 2015 General Membership Meeting:

Attendees: President Michael Bell, Vice President Pat DeLapp, Secretary-Treasurer Sandra Lassiter, Community Policing Officer Matthew Blassingame, Zach Scott, Barbara Scott, Topeka Councilwoman Karen Hiller, Emma Ray, Donald Fortin; Shirley Kral, Philicia McKee (Keep America Beautiful); and Sasha Stiles, Topeka Neighborhood Relations Director.

Bell called the meeting to order at 6:32 p.m.

Keep America Beautiful Topeka and Shawnee County's Philicia McKee reported on the program, located on NW 46th. She summarized the program and the services available to the community. Hours are Monday through Friday -7 a.m. - 3 p.m. April 18th is set aside for electronic waste. Handouts were given with dates. Awards given thru the awards program for liter, recycling and beautification. KAB Topeka and Shawnee County recently won eight out of 36 national awards.

Neighborhood Relations Director Sasha Stiles shared information about property and housing related services in the area. She discussed the city's 5-year Consolidated Action Plan and if those funds, most of which come from the federal government, are being spent on the right programming and if the city is partnering with the right organizations to expend those funds. Discussion surrounded the status of burned and dilapidated housing. For information on property appraisals one can call the Registrar of Deeds. She explained about the opportunity for volunteer demolition of property and how the reorganization of the old Housing and Neighborhood Development Department came about from the neighborhood summits held in 2013 and the absorption of property maintenance. Sasha is available for conversation and will seek out answers to our questions. Just call her office at 368-3711.

Bell asked for approval of the meeting agenda. Pat DeLapp moved adoption of the agenda. The motion was seconded. The motion was unanimously approved.

Bell asked for adoption of the minutes of the January 12, 2015 general membership meeting. Karen Hiller made a correction to the minutes, changing the statement that Jamie Colon is the new Dillon's manager to Jamie Colon coordinated the retirement reception for retiring manager Bob Underwood. DeLapp moved adoption of the corrected minutes. Emma Ray seconded the motion. The motion was unanimously approved.

TPD Officer Blassingame gave the community policing report and distributed information. Once again emphasizing Dillons continues to be a hot spot. He said his report is about 5 days behind. 2013-2014 violent crimes are down and property crimes continue but are down overall. He said he would share city wide stats at the next NIA meeting and we can look at comparisons with other neighborhood stats. He served warning that mail theft is up so we need to be cautious, including not putting the flag up on mailboxes, and giving mail directly to mail carriers. Body cameras are being used by all TPD patrol officers. Blassingame said community policing was moving from the law enforcement center to 2 field offices (the east-side office at Deer Creek and the west-side office at SafeStreets). Chief Brown wants to have community training of officers and Crime Prevention Through Environmental Design (CPTED). Donald Fortin made a statement about mail theft and terrorizing citizens.

DeLapp moved to extend the meeting to cover new business. Emma Ray seconded the motion. The motion was approved.

Bell shared information on a conference call involving the NIA's executive committee, Topeka Planning Director Bill Fiander and Planner Susan Hanzlik, and Nationwide Children's Hospital, Columbus Ohio and a follow-up meeting with Fiander, Hanzlik and Neighborhood Relations' Director Sasha Stiles and Monique Glaude. Both meetings were held to help the NIA put together its partnership proposal with Stormont-Vail.

CAC report by Don Fortin included information about SORT.

Councilwoman Hiller compliments to Tenn. Town for moving forward with Stormont-Vail. Discussion about zoning and the medical services district. She spoke about the Capital Improvement Plan and the Mayor/Council charter.

Ray announced the National Night Out celebration will be on Aug. 8 and said volunteers were needed.

Ray moved adjournment. Fortin seconded the motion. The motion was approved.

The meeting adjourned at 8:50 p.m.

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Treasurer's Report for May 11, 2015 General Membership Meeting:

Tennessee Town NIA 2015 Operations and Communications Budget:				
Date	Piece Count	Transaction Type	Withdrawal	Balance
1-1-15	▶	▶	▶	\$2,000.00
2-20-15	300	Printing of Meeting Notice Cards (\$0.05 each)	\$22.05	\$1,977.95
2-20-15	300	Postage for Meeting Notice Cards	\$78.97	\$1,898.98
4-8-15	300	Printing of Meeting Notice Cards (\$0.05 each)	\$22.05	\$1,867.93
4-8-15	300	Postage for Meeting Notice Cards	\$78.97	\$1,797.96
4-21-15	1	Michael Bell Fee for Attending KS Dialogue	\$25.00	\$1,772.96
4-21-15	1	Donald Fortin Fee for Attending KS Dialogue	\$25.00	\$1,747.96
4-27-15	300	Printing of Meeting Notice Cards (\$0.05 each)	\$22.05	\$1,725.91
4-27-15	300	Postage for Meeting Notice Cards	\$78.97	\$1,646.94
TOTALS:	▶	▶	\$353.06	\$1,646.94

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Reports of Officers:

A. Asbury-Mt. Olive Young Lions Group Cleaned Up Lane Garden:

Bell met the youth group met at Lane Garden at 10 a.m. on Saturday, April 11. The Young Lions picked up trash and mowed the grass. For more information on the day's efforts, please go to the homepage of the NIA's website at <http://tenntownnia.weebly.com>.

Bell is working out the details for a youth group from Faith Temple to alternate with Young Lions the clean-up and mowing at Lane Garden.

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2016 Neighborhood Empowerment Grant Details:

Available Funds and Areas of Emphasis:

The City will make approximately \$150,000 of Community Development Block Grant (CDBG) funding available for Neighborhood Empowerment Grants to be used to make Public Facilities improvement such as: sidewalks and park equipment within the LMI neighborhoods in the 2016 fiscal year. Please be advised funding source amounts have not been determined or allocated. Therefore, any estimated sums discussed are subject to change based on the final funding source provided by HUD. Any grants awarded through this RFP must be designed and procured by December 31, 2016.

Eligible Applicants: Neighborhood Improvement Associations, Neighborhood Associations, groups, organizations, and non-profit corporations acting alone or in partnership with neighborhoods will be eligible applicants for these funds. Hi-Crest NIA and North Topeka West NIA are the 2015- 2017 Target Areas and therefore are not eligible for Empowerment Funds in 2016. Religious organizations may apply only for activities that benefit and are available to the entire low/mod (L/M) area residents. Taxing authorities may not apply.

Eligible Activities: Eligible Neighborhood Empowerment Grant activities include the following Public Facilities Improvements:

- Low/Mod Income Area Benefit: Neighborhood: Senior Centers, Handicapped Centers, Youth Centers, Parks, Recreations Centers, Sidewalks, Tree Planting, Health Facilities, Water or Sewer Improvements and Clearance and Demolition. (Low/Mod Income Area, as defined by HUD, is a Census Tract/Block Group where at least 51% of the residents are L/M income persons)
- Activities that exclusively serve a group of persons in any one or a combination of the following Presumed Benefit categories: Abused Children, Battered Spouses, Elderly Persons, Adults meeting the definition of “Severely Disabled”, Homeless Persons, Illiterate Adults and Persons Living with Aids. All Activities must meet one of these two HUD national objectives:
 - Activity benefiting Low/Mod Income Persons (L/M Income Person is a member of a family having an income equal to or less than 80% of medium income).
 - Activity Preventing Slum or Blight (Rehabilitation to the extent necessary to eliminate conditions detrimental to public health and safety)

Only projects that will make actual physical improvements will be funded. No funds will be available for maintenance, services or assistance for single-family housing units with this grant. If you are awarded funding for any of your projects, be advised that your NIA or Shawnee County Parks and Recreation is responsible for the repairs and maintenance of what was awarded.

Improvements in County Parks: Any application that involves such improvements must be accompanied by a letter from the Director of the Department of Shawnee County Parks and Recreation that certifies that Shawnee County Parks and Recreation Department has reviewed the proposed project and is consistent with applicable City policies and neighborhood development plans/objectives. All park sidewalks must be located in a low and moderate income neighborhood as determined by the US Department of Housing & Urban Development, meaning at least 51% of the residents are at or below 80% of the Topeka area median income.

Infrastructure improvements (streets, sidewalks, curbs and gutters, etc.) Any application that involves such improvements must be accompanied by a letter from the City Engineer that certifies that the proposed project has been reviewed by Public Works Department and is consistent with applicable City policies and neighborhood development plans/objectives. No infrastructure improvements for other taxing authorities can be funded.

All sidewalks must be located in a low and moderate income neighborhood as determined by the US Department of Housing & Urban Development, meaning at least 51% of the residents are at or below 80% of the Topeka area median income. If the option exists to place a sidewalk on either side of the street it shall be placed on the side of street that is most economically feasible. Other considerations would be a person with a disability resides on one side of the street and needs access to a good sidewalk. Also, a sidewalk may be placed on the most direct route to an important point of destination such as school, park, community center or other public facility. It is recommended the NIA speak with or send a letter to all property owners on both sides of a street where it is anticipated to receive a sidewalk in order to solicit input before a recommendation is made. Please submit evidence or neighborhood contact and all responses with your proposal.

Public facilities and improvements. This includes acquisition, construction, reconstruction, rehabilitation or installation of public facilities and improvements, except as provided in 570.207(a).

Non-Eligible Activities: Taxing authorities such as 501 School, Topeka Public Library, Housing Activities, and Public Service Activities as defined by HUD.

General rule of ineligible activities, carried out by the recipient or other public or private nonprofit entities. (However, activities under this paragraph may be directed to the removal of material and architectural barriers that restrict the mobility and accessibility of elderly or severely disabled persons to public facilities and improvements, including those provided for in 570.207(a)(1) Buildings or portions thereof, used for the general conduct of government. In undertaking such activities, design features and improvements, which promote energy efficiency, may be included. Such activities may also include the execution of architectural design features, and similar treatments intended to enhance the aesthetic quality of facilities and improvements receiving CDBG assistance, such as decorative pavements, railings, sculptures, pools of water and fountains, and other works of art. Facilities designed for use in providing shelter for persons having special needs are considered public facilities and not subject to the prohibition of new housing construction described in 570.207(b)(3). Such facilities include shelters for the homeless; convalescent homes; hospitals; nursing homes; battered spouse shelters; halfway houses for run-away children, drug offenders or parolees; group homes for mentally retarded persons and temporary housing for disaster victims.

In certain cases, nonprofit entities and sub recipients including those specified in 570.204 special activities by Community-Based Development Organizations (CBDO) may acquire title to public facilities. When nonprofit entities or sub recipients own such facilities, the public shall operate them to be open for use during all normal hours of operation. Public facilities and improvements eligible for assistance under this paragraph are subject to the policies in 570.200(b) Special policies governing facilities.

Target populations: In general, the intended beneficiaries of activities funded under this Request for Proposals (RFP) are low and moderate-income residents of Topeka.

Technical assistance: Technical assistance will be available for filling out forms and/or finding the benefit project area by attending one of the workshop dates below. All potential grantees are required to attend on either of the two dates below:

- Saturday, May 16, 2015 from 9:00 a.m. until 10:00 a.m., 620 SE Madison, 1st Floor Conference Room
- Monday, May 18, 2015 from 6:00 p.m. until 7:00 p.m., 620 SE Madison, 1st Floor Conference Room

City staff will work cooperatively with applicants to insure successful application completion. City staff will work cooperatively with applicants & other City Departments to design and carry out projects.

In awarding Neighborhood Empowerment Grants, the City will not engage in or condone on the part of applicants any form of undisclosed conflict of interest. City employees and the employees and board members of contracting agencies and organizations will not use their positions for any purpose that constitutes or presents the appearance of personal or organizational conflict of interest or gain.

Timetable RFP Issued: Submission Deadline: Friday, May 1, 2015 Monday, 07/06/2015, 5pm, Department of Neighborhood Relations, 620 SE Madison, 1st Floor, Topeka, KS 66607.

2016 Neighborhood Empowerment Grant Ideas:

The following are ideas only. The NIA's general membership will determine what applications, if any, are submitted. Given that there is only approximately \$150,000 available, the NIA is advised that smaller projects typically have a better chance of being approved:

- Tree planting (carryover from 2015 NEG ideas)
- New sign, benches, planters, trash receptacle for Lane Garden
- Acquisition, demolition of 1194 SW Lane to expand Lane Garden

Prior Neighborhood Empowerment Grants:

The NIA's executive committee is working with Neighborhood Relations to begin 2 previously funded NEG applications, fencing and new playground equipment matting at King's Court, located at SW Munson and Lincoln.