



City of Topeka City Council Agenda

City Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org

July 12, 2016
6:00 PM

Mayor: Larry E. Wolgast Councilmembers

Karen A. Hiller	District No. 1	Brendan Jensen	District No. 6
Sandra Clear	District No. 2	Elaine Schwartz	District No. 7
Sylvia E. Ortiz	District No. 3	Jeff Coen	District No. 8
Tony Emerson	District No. 4	Richard Harmon	District No. 9
Michelle De La Isla	District No. 5		

City Manager: Jim Colson

Addressing the Council: No person shall address the Council during a Council Meeting, unless they have notified the City Clerk at (785)368-3940 by 5:00 P.M. on the day of any Council Meeting of their desire to speak on a specific matter on the published meeting agenda or during the public comment portion of the Council Meeting. This limitation shall not apply to items added during the course of a meeting. The Council does not take action with respect to any subject not on the agenda unless added to the agenda by a two-thirds vote of the Council.

Persons addressing the City Council will be limited to four (4) consecutive minutes of public address on a particular agenda item. Debate, question/answer dialogue or discussion between Councilmembers will not be counted towards the four (4) minute time limitation. The Chair may extend time with the unanimous consent of the Council or the Council by affirmative vote of five (5) members may extend the four (4) minute limitation.

Persons will be limited to addressing the City Council one (1) time on a particular matter unless otherwise allowed by an affirmative vote of five (5) members of the City Council.

To make arrangements for special accommodations please call 785-368-3940. A 48-hour advance notice is preferred.

The Federal Communications Commission (FCC) has adopted use of the 711 dialing code for access to Telecommunications Relay Services (TRS). TRS permits persons with a hearing or speech disability to use the telephone system via a text telephone (TTY) or other device to call persons with or without such disabilities. To reach the City Clerk's office using the TRS, please dial 711.

(Agendas are available on Thursday afternoon in the City Clerk's office, 215 SE 7th - Room 166 and on the City's web site at <http://www.topeka.org>)

CALL TO ORDER:

INVOCATION:

PLEDGE OF ALLEGIANCE:

1. MAYORAL PROCLAMATIONS:

"National Night Out"

"Summer Meals Program Lunch Across Kansas Week"

2. PRESENTATIONS:

"Futures 2040 - Topeka Regional Transportation Plan"

3. ROLL CALL:

4. CONSENT AGENDA:

A. Board Appointment - Juvenile Corrections Advisory Board

BOARD APPOINTMENT recommending the appointment of Sergeant Robert Simmons to the Juvenile Corrections Advisory Board for a term ending August 1, 2019.

B. Board Appointment - Juvenile Corrections Advisory Board

BOARD APPOINTMENT recommending the appointment of Cathy Leonhart to the Juvenile Corrections Advisory Board for a term ending August 1, 2019.

C. Advisory Council Appointment - City of Topeka ADA Advisory Council

ADVISORY COUNCIL APPOINTMENT of Anthony Fadale to the City of Topeka ADA Advisory Council for a term ending July 13, 2018. *(Council District No. 7)*

D. Resolution - Kansas Mariachi Festival - Special Event

A RESOLUTION introduced by Councilmember Karen Hiller, approving a special event known as the Kansas Mariachi Festival. *(Council District No. 1)*

(Approval would allow the possession and consumption of alcoholic liquor on a portion of SE 8th Avenue between SE Quincy Street and SE Monroe Street in the designated barricaded area for the Kansas Mariachi Festival on September 16, 2016.)

E. Resolution - Visit Topeka, Inc. - Noise Exception

A RESOLUTION introduced by Councilmember Karen Hiller, granting Visit Topeka, Inc. an exception to the provisions of City of Topeka Code Section 9.45.150 concerning noise prohibitions. *(Council District No. 1)*

(City of Topeka Code Section 9.45.170, et seq., authorizes the City Council to grant noise exceptions. Approval would allow for amplified music and sound for the Kansas Mariachi Festival during the hours of 8:00 p.m. and 11:00 p.m. on September 16, 2016, located outside at TPAC.)

F. Resolution - Tonantzin Society - Noise Exception

A RESOLUTION introduced by Councilmember Sandra Clear, granting Tonantzin Society an exception to the provisions of City of Topeka Code Section 9.45.150, et seq., concerning noise prohibitions. (*Council District No. 2*)

(*City of Topeka Code Section 9.45.170, et seq., authorizes the City Council to grant noise exceptions. Approval would allow for amplified music and sound during the hours of 12:00 noon until 5:00 p.m. on October 8, 2016 in the 800 and 900 blocks of NE Kansas Avenue.*)

G. MINUTES of the regular meeting of July 5, 2016

H. APPLICATIONS:

5. ACTION ITEMS:

A. Public Hearing and Ordinance - L and R Wanamaker (V16E/4)

A PUBLIC HEARING and AN ORDINANCE introduced by City Manager Jim Colson, relating to the vacation of a 16-foot drainage and utility easement running diagonally across property located between 1920 and 1830 SW Wanamaker Road, in the city of Topeka, Shawnee County, Kansas (V16E/4) (*Council District No. 9*)

(*Approval will vacate a drainage easement and allow the applicant to construct a new 4,665 square foot Med Assist Clinic.*)

B. 2017 Social Services and Contracted Services Grant Allocations

APPROVAL of the 2017 Social Services and Contracted Services allocations in the amount of \$784,881.

(*Approval would allocate \$229,363 for Contracted Services, \$102,455 for Social Services-Emergency Aid, and \$453,063 for Social Services-Counseling & Prevention.*)

C. 2017 Transient Guest Tax Allocations

APPROVAL of the 2017 Transient Guest Tax allocations in the amount of \$2,781,123.

(*Approval would allocate \$1,459,954 to Visit Topeka, Inc., \$203,285 to Visit Topeka Bid Fund, \$372,535 to Sunflower Soccer Special Assessments, \$55,622 for Admin Fees and Other, \$268,272 to Downtown Plaza, \$23,430 to Evel Knievel Museum, \$53,108 to Jayhawk Theater, \$27,725 to Constitution Hall, and \$132,386 in contingency funds. \$184,804 will transfer to the General Fund for the Zoo.*)

D. Notice of Public Hearing Date - 2017 Operating Budget

ESTABLISHING a public hearing date of August 9, 2016, for the purpose of hearing and answering objections of taxpayers relating to the proposed City of Topeka 2017 Operating Budget; setting the maximum expenditure limits; and authorize the publication of the public hearing notice in the Topeka Metro Newspaper.

(*Approval authorizes the public hearing notice to be published in the Topeka Metro News on July 18, 2016.*)

E. Discussion and Notice of Public Hearing Date - 2017 Consolidated Annual Action Plan

DISCUSSION and overview of the City of Topeka 2017 Consolidated Annual Action Plan; and **ESTABLISHING** a public hearing date of August 9, 2016 for the purpose of obtaining public input on the 2017 City of Topeka Consolidated Annual Action Plan.

(*An overview of federal grant funding will be provided in relation to the 2017 Consolidated Action*

Plan for consideration in conjunction with the 2017 City of Topeka Operating Budget; and approval of a public hearing date on August 9, 2016.)

6. ANNOUNCEMENTS:

PRELIMINARY AGENDA

(The City Clerk will provide a brief summary of items on the next scheduled Council meeting agenda. Also during this time, the City Manager and Governing Body Members may offer comments regarding City business and announce upcoming events.)

7. PUBLIC COMMENT:

8. EXECUTIVE SESSION:

Executive Sessions are closed meetings held in accordance with the provisions of the Kansas Open Meetings Act.

(Executive sessions will be scheduled as needed and may include topics such as personnel matters, considerations of acquisition of property for public purposes, potential or pending litigation in which the city has an interest, employer-employee negotiations and any other matter provided for in K.S.A. 75-4319.)

9. ADJOURNMENT:

R Simmons Resume 2016
R Simmons Application 2016

Robert W. Simmons

Objective

My goal is to be selected as a member of the Shawnee County Juvenile Corrections Advisory Board

Topeka Police Department

Community Policing Sergeant (December 2014 – Present)

- East CPOs
- Supervised CPO's investigations/complaints

Field Operations Sergeant (April 2012 – December 2014)

- 2nd Shift Patrol April 2012 to July 2014
- 3rd Shift Patrol July 2014 to October 2014
- 60 day assignment as the Property/Evidence SGT October 2014 to December 2014

School Resource Officer (July 2011 – April 2012)

- Responsible for the safety and security of Chase Middle School
- Liaison between the police department and the school
- Taught 6th graders GREAT curriculum as well as CJ related classes to other grades

Community Policing Officer (October 2009 – July 2011)

- Created numerous operations as Officer In Charge (OIC)
- Liaison between the community and the police department
- Fielded and investigated neighborhood complaints and crime trends

Field Operations Officer (January 2007 – October 2009)

- Responded to emergency calls for service and patrolled specific territories

Instructing

- Physical Training Instructor (April 2008 – Present)
- Field Training Officer (January 2010 – July 2011)
- Field Training Supervisor (January 2014 – Present)
- Defensive Tactics Instructor (June 2011 – Present)
- Firearms Instructor (April 2013 – Present)

Topeka Police Explorers (July 2008 – April 2012)

- Advisor and Instructor – Lead, mentor, motivate and instruct youth student Cadets in multiple topics related to law enforcement

Committees

- Accident/Pursuit Review Board – (2010)
- Policy Review Board – (2011)
- Defensive Action Review Team – (2012, 2013, 2014)
- Awards Committee – (2014, 2015)

Previous Work Experience

- Food 4 Less / Falley's of Topeka, Kansas (November 2000 – September 2006)
 - Assistant Store Manager (April 2004 – September 2006)
 - Shift Supervisor (April 2003 – April 2004)

Educational Experience

- Master's Degree in Criminal Justice – Wichita State University of Wichita, Kansas
 - 3.89 GPA– Graduated December 2012
- Bachelor's Degree in Criminal Justice – Washburn University of Topeka, Kansas
 - Minor in Psychology – 3.59 GPA – Graduated December 2009

Training Experience

LEADERSHIP / SUPERVISION

- Kansas University Emerging Leader's Academy; 6 month, 96 hour course
 - Designed to help participants increase their effectiveness as public servants and to build skills to prepare for leadership positions.
- City of Topeka Supervisory/Management Training Class; 16 week, 64 hour course
 - Covered nearly all aspects of supervising, managing and leading as a first-line supervisor.
- KDOR Certified Team Leadership; 40 hour course
- KLETC Basic Supervision; 24 hour course
 - Supervision course focusing on a first-line supervisor's ability to motivate, direct, evaluate and lead specifically in law enforcement.
- Leadership Institute for First-Line and New Supervisors; 36 hour course
- Gaining and Maintaining Supervisory Excellence; 8 hour course
- Leadership Under Pressure; 8 hour class
- Leadership Re-Think; 4 hour course
- Effective Communication; 4 hour course
- Making Sound Decisions; 4 hour course
- Resolving Conflicts with C.L.A.S.S.; 4 hour course
- Dynamic Delegation; 4 hour course
- Empowerment; 4 hour course

INSTRUCTIONAL

- Gang Resistance Education And Training Instructor; 60 hour course
- NRA Patrol Rifle Instructor; 44 hour course (2010, 2014)
- NRA Handgun/Shotgun Instructor; 44 hour course
- NRA Tactical Shooter Instructor; 44 hour course
- Strategos International Active Shooter Instructor; 50 hour course
- One on One Control Tactics Instructor (3 years); 40 hour course
- FTO Training; 20 hour course
- KLETC Instructor Development; 40 hour course

INVESTIGATIVE

- KBI Top Gun Narcotics School; 50 hour course
- Bold Patrol Strategies; 8 hour course
- Legal Issues in Car Stops; 8 hour course
- Strategos International High Risk Critical Incident Warrants; 30 hour course
- Prescription Drug Abuse and Diversion Investigations
- Marijuana Grow Investigations
- Informant Management / Development
- Methamphetamines Investigations
- Inside the Tape – Crime Scene Training
- Human Trafficking Investigations
- KNOA Narcotics Case Law Updates
- Domestic Violence and Courtroom Testimony

*All certificates for training are available upon request.

Profile

Robert

First Name

Simmons

Last Name

rsimmons@topeka.org

Email Address

[REDACTED]

Street Address

[REDACTED]

Suite or Apt

Topeka

City

KS

State

[REDACTED]

Postal Code

Are you a resident of the City of Topeka?

☒ Yes ☐ No

District 3

What district do you live in?

[REDACTED]

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Shawnee County Juvenile Corrections Advisory Board

City of Topeka - Police Department

Employer

Sergeant

Job Title

Are you a registered voter?

☒ Yes ☐ No

Are you currently a full or part-time employee of the City of Topeka?

☒ Yes ☐ No

Topeka Police Department

If yes, please advise in which department you work

Are you or any immediate family member related to any city governmental official or employee?

☐ Yes ☒ No

If yes, please advise who and how you are related:

Are you or have you been a party to any civil litigation involving the City of Topeka?

☒ Yes ☐ No

If yes, please explain:

I had a workmer's compensation injury which resulted in permanent/partial disability in my shoulder. This case has been resolved and no longer pending.

Are you delinquent in payment of any taxes, fees, fines or special assessments owed to the State of Kansas, Shawnee County or the City of Topeka?

☐ Yes ☒ No

If yes, please explain:

Interests & Experiences

Please state why you are interested in serving on this board or commission:

I have been a law enforcement officer for almost 10 years and have been a supervisor for almost 5 years. I was born and raised in this community so I have a vested interest in the community in general. During my career I was assigned as a School Resource Officer at Chase Middle School and was very active inside the school at that time with primarily 6th-8th grades. I have also had countless numbers of encounters with juveniles out in the community while as a patrol officer and community officer, and now as the community policing supervisor. There is a great deal of potential for turning lives around and in the right direction before offenders become adults and I think I would be a great fit for this board.

Please describe your education, experience and expertise including any honors or awards,

civic, cultural, charitable or professional organization memberships that relate to the position you are seeking.

I have been employed with the Topeka Police Department for almost 10 years. I spent approximately 2 years as a Community Policing Officer, just shy of a year as a School Resource Officer and now almost 2 years as a Community Policing SGT. I was also a Police Explorer Advisor for the Topeka Police Department for about 3 years, which focuses on juveniles aged 14 through 21. I have also recently become a father with a 6 month old daughter at home. I have also recently put together a new program for the Topeka Police Department called the TPD Pathfinder's Academy which focuses on juveniles aged 7 to 13. This is basically an introductory course to TPD and the numerous units/responsibilities we have and to of course create more positive relationships with our youth in the community. I have a Bachelor's Degree in Criminal Justice from Washburn University and a Master's Degree in Criminal Justice from Wichita State University.

Upload a Resume

Please attach any additional information you believe may be helpful in considering your application.

Question applies to multiple boards.

List any professional licenses you hold in Kansas and advise if they are current. (We reserve the right to request a copy of your license prior to approval of your appointment.)

Voluntary Self Identification

Asian/Caucasian

Ethnicity

Male

Gender

Acknowledgements and Verification

Purpose of information being submitted.

Board application

☒ I Agree

The information I am submitting is true and correct.

Yes

☒ I Agree

Electronic Signature

Robert W. Simmons

☒ I Agree

C.Leonhart App
C.Leonhart Resume

Profile

Cathy

First Name

Leonhart

Last Name

cleonhart8@gmail.com

Email Address

208 SW Fairlawn Rd.

Street Address

Suite or Apt

Topeka

City

KS

State

66606

Postal Code

Are you a resident of the City of Topeka?

☒ Yes ☐ No

9

What district do you live in?

785-271-8820

Primary Phone

785-608-2180 (cell)

Alternate Phone

Which Boards would you like to apply for?

Juvenile Corrections Advisory Board

Retired-District Court

Employer

Court Administrator

Job Title

Are you a registered voter?

☒ Yes ☐ No

Are you currently a full or part-time employee of the City of Topeka?

☐ Yes ☒ No

If yes, please advise in which department you work

Are you or any immediate family member related to any city governmental official or employee?

☐ Yes ☒ No

If yes, please advise who and how you are related:

Are you or have you been a party to any civil litigation involving the City of Topeka?

☐ Yes ☒ No

If yes, please explain:

Are you delinquent in payment of any taxes, fees, fines or special assessments owed to the State of Kansas, Shawnee County or the City of Topeka?

☐ Yes ☒ No

If yes, please explain:

Interests & Experiences

Please state why you are interested in serving on this board or commission:

I have been a member of this board since it was statutorily created. Although recently retired, I am highly invested in the continuing development of services to young people in Topeka. I believe I have much to offer through my experience and involvement in the community.

Please describe your education, experience and expertise including any honors or awards,

civic, cultural, charitable or professional organization memberships that relate to the position you are seeking.

I have attached my resume. I recently retired as District Court Administrator where I was responsible for the management of HR and personnel duties; public relations & media contacts; development of the Court budget and monitoring all expenditures; coordination of programs with County, State and other agencies and evaluating technology improvement needed. I served in this capacity from September 2011 through December 2015.

Upload a Resume

Please attach any additional information you believe may be helpful in considering your application.

Question applies to multiple boards.

List any professional licenses you hold in Kansas and advise if they are current. (We reserve the right to request a copy of your license prior to approval of your appointment.)

Voluntary Self Identification

White

Ethnicity

Female

Gender

Acknowledgements and Verification

Purpose of information being submitted.

Application for membership - Juvenile Corrections Advisory Board

☒ I Agree

The information I am submitting is true and correct.

☒ I Agree

Electronic Signature

Cathy Leonhart

☒ I Agree

CATHY S. LEONHART

SUMMARY OF QUALIFICATIONS

- History of consistent promotions resulting in greater responsibilities. Readily accepts challenge. Adept in preparing and submitting correspondence, grants, reports, and statistical information. Skilled in planning and implementing programs and setting and accomplishing goals. Knowledgeable in creating and managing budgets, selection and training of personnel, and writing of policies and procedures. Excellent written and verbal communication skills.

EDUCATION

- B.A. Social Work Washburn University, Topeka KS.

PROFESSIONAL EXPERIENCE

- **Third Judicial District Court Services Topeka, KS.**

Chief Court Services Officer (January 1994-Present)

Responsibilities include direction of sixty two(62) employees providing juvenile and adult probation supervision and domestic relations services, developing a budget and monitoring all expenditures for the agency, facilitating short and long range planning, assessing effectiveness of programs provided, selection and training of new employees, preparing and implementing policies and procedures, acting as liaison with the public and other agencies regarding outcomes and development and coordination of resources.

Assistant Director (1980-1994)

Responsible for Court Services Juvenile Department. Included supervision of three supervisory level and eleven line level employees providing predisposition investigations, restitution investigations, probation supervision, and community service placement. Included extensive involvement in local and statewide planning for revision of the Juvenile Code.

Court Service Officer II-Intake Supervisor (1978-1980)

Responsibilities included supervision of nine employees providing twenty-four hour juvenile intake services to the District Court. Coordinated programming with schools, hospitals, social services, and law enforcement.

Court Service Officer I-Intake (1976-1978)

Provided crisis intervention counseling, detention screening, investigation of child abuse and neglect and juvenile offender referrals, diversion and detention screening.

Social and Rehabilitation Services-Topeka Area Office (1973-1976)

Social Worker I – Foster Care Supervision and Adoption

Blue Cross-Blue Shield of Kansas, Topeka KS (1972-1973)

Government Claims Correspondent

PROFESSIONAL MEMBERSHIPS

Kansas Association of Court Services Officers

American Probation and Parole Association

National Council of Juvenile and Family Court Judges

COMMUNITY ACTIVITIES

Community Corrections Advisory Board Chair

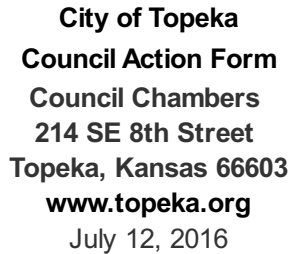
CASA(Court Appointed Special Advocate) Advisory Board

Kansas Association of Court Services Officers Legislative Committee

Juvenile Corrections Advisory Board

Shawnee County Multidisciplinary Team

Kansas Children's Service League Outstanding Volunteer – 1992
Kansas Association of Court Services Officers Member of the Year – 1998



Not Applicable.

ATTACHMENTS:

Description

Application & Resume A.Fadale

City of Topeka

Application for Appointment to a Board or Commission

Profile

You are seeking an appointment to a public board. Your appointment is subject to approval by the Mayor and City Council and is governed by certain city ordinances and in some instances, state statutes. The information provided in this application will be used to determine if you meet the requirements required by city ordinances and other applicable laws. Please note that the information provided on this application will be subject to the Kansas Open Records Act.

Anthony

First Name

Fadale

Last Name

anthony.fadale@dcf.ks.gov

Email Address

3001 SW Lydia #111

Street Address

3001 SW Lydia #111

Suite or Apt

Topeka

City

KS

State

66614

Postal Code

Are you a resident of the City of Topeka?

☒ Yes ☐ No

District 7

In which district do you live?

Business: (785) 296-1389

Primary Phone

Fax: (785) 296-4960

Alternate Phone

Which Boards would you like to apply for?

Human Relations Commission

ADA

State of Kansas

Employer

State ADACoordinator

Job Title

Are you a registered voter?

☒ Yes ☐ No

Are you currently a full or part-time employee of the City of Topeka?

☐ Yes ☒ No

If yes, please advise in which department you work

Are you or any immediate family member related to any city governmental official or employee?

☐ Yes ☒ No

If yes, please advise who and how you are related:

Are you or have you been a party to any civil litigation involving the City of Topeka?

☐ Yes ☒ No

If yes, please explain:

Are you delinquent in payment of any taxes, fees, fines or special assessments owed to the State of Kansas, Shawnee County or the City of Topeka?

☐ Yes ☒ No

If yes, please explain:

Interests & Experiences

Please tell us about yourself and why you want to serve.

Please state why you are interested in serving on this board or commission:

I have served on the HRC Board since about 1999 except for a brief period. I believe that there is no place for discrimination. I want to continue to make a positive contribution to my community.

Please describe your education, experience and expertise including any honors or awards, civic, cultural, charitable or professional organization memberships that relate to the position you are seeking.

I have graduated from Washburn University and Washburn University School of Law. I am a member of the Kansas Bar. I have been State ADA Coordinator since August 1997.

Upload a Resume

Please attach any additional information you believe may be helpful in considering your application.

Question applies to multiple boards.

List any professional licenses you hold in Kansas and advise if they are current. (We reserve the right to request a copy of your license prior to approval of your appointment.)

Voluntary Self Identification

The Mayor and City Council are seeking diversity among appointees. We have provided an optional voluntary self-identification form should you choose to provide that information with your application.

Race and ethnic designations as used by the Equal Employment Opportunity Commission do not denote scientific definitions of anthropological origins. Definitions of the race and ethnicity categories are as follows:

Caucasian/Non-Hispanic

Ethnicity

Male

Gender

Acknowledgements and Verification

Purpose of information being submitted.

I understand that the information I have provided may be used to determine my suitability to perform the duties required by the position I seek.

☒ I Agree

The information I am submitting is true and correct.

By checking this box, I declare under penalty of perjury that I am the person named above, and the information I have provided is true and correct.

☒ I Agree

Electronic Signature

By checking this box, I agree that I am affixing my electronic signature to this application form.

☒ I Agree

Submission instructions: You may either submit this application online via this web form, or print and email your completed form with attachments to cotappointments@topeka.org or mail to Office of the Mayor, City Hall, 215 SE 7th St., Suite 350 Topeka, KS 66603-3914. For questions, call the Mayor's Office 785-368-3895.

Anthony A. Fadale
3001 SW Lydia #111
Topeka, Kansas 66614

Professional Licenses Obtained: Admitted to the Practice of Law in Kansas since 1996.

Education: Washburn University of Topeka School of Law 1995
Washburn University of Topeka BA 1992

Professional Experience: State of Kansas ADA Coordinator 1997 to Present
Responsibilities include:

Oversee and ensure compliance with the ADA and applicable State Law.
Coordinate compliance with over 100 State Agencies.
Ensure that State of Kansas Programs, services, and activities are delivered in an accessible and usable to the people of the State of Kansas.
Coordinate Multimillion Dollar compliance Plans

Examples include: 2.8 million dollars at the Kansas State Fair
Ongoing Renovation of the Kansas Statehouse

National Initiatives Coordinated with Federal Agencies

Current: Serving on the Regional Advisory Council Region VII for FEMA
Coordinated Best Practice Initiative with the EEOC and the State Of Kansas

Qualified as an expert on ADA related issues in the State and Federal Courts of Kansas

Served on the Staff of Senate Republican leader Robert J. Dole, 1993, 1995-96
Assisted legislative assistant and Senator on issues involving Disability, Mental Health and Aging
Reviewed GAO Reports and assisted in the Senator's response in these areas.
Interacted with Constituents to resolve issues related in this area.



City of Topeka
Council Action Form
Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
July 12, 2016

DATE: July 12, 2016
CONTACT PERSON: Councilmember Hiller **DOCUMENT #:**
SECOND PARTY/SUBJECT: Visit Topeka **PROJECT #:**
CATEGORY/SUBCATEGORY 020 Resolutions / 005 Miscellaneous
CIP PROJECT: No
ACTION OF COUNCIL: **JOURNAL #:**
PAGE #:

DOCUMENT DESCRIPTION:

A RESOLUTION introduced by Councilmember Karen Hiller, approving a special event known as the **Kansas Mariachi Festival**. (*Council District No. 1*)

(Approval would allow the possession and consumption of alcoholic liquor on a portion of SE 8th Avenue between SE Quincy Street and SE Monroe Street in the designated barricaded area for the Kansas Mariachi Festival on September 16, 2016.)

POLICY ISSUE:

Pursuant to state law, the Governing Body must approve any special event where alcoholic liquor will be served and consumed on designated public streets, alleys, and sidewalks when a temporary permit has been issued by the Kansas Division of Alcohol Beverage Control (ABC).

STAFF RECOMMENDATION:

Staff recommends the Governing Body move to approve the resolution.

BACKGROUND:

Streets and alleys within the boundaries of the event shall be closed to motor vehicle traffic. The traffic engineer and the chief of police or their designees shall determine the streets and alleys to be closed and the closing times. Pursuant to K.S.A. 41-719 and 41-2645, the sponsor shall ensure that the area in which alcoholic liquor is possessed or consumed is clearly marked by signs, a posted map or other means ("Designated Barricaded Area").

BUDGETARY IMPACT:

There is no budgetary impact to the City.

SOURCE OF FUNDING:

Not Applicable

ATTACHMENTS:

Description

Resolution

1 RESOLUTION NO. _____

2
3 A RESOLUTION introduced by Councilmember Karen Hiller, approving a special event
4 known as the Kansas Mariachi Festival.

5
6 BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF TOPEKA, KANSAS,
7 that:

8 Section 1. Pursuant to state law, alcoholic liquor may be consumed at a special
9 event to be held on designated public streets, alleys, and sidewalks when a temporary
10 permit has been issued by the Kansas Division of Alcohol Beverage Control (ABC) and the
11 governing body has approved the event as required by K.S.A. 41-719 and 41-2645 and
12 amendments thereto.

13 Section 2. Having considered the request of the sponsor of the Kansas Mariachi
14 Festival to allow the possession and consumption of alcoholic liquor, the governing body
15 hereby approves the event to be held on September 16, 2016, between the hours of 8:00
16 p.m. and 11:00 p.m. provided the sponsor secures a temporary permit from ABC and
17 complies with all state laws and ordinances regulating alcoholic liquor.

18 Section 3. A portion or all of the following streets/alleys shall be closed to motor
19 vehicle traffic during the dates and times identified in Section 2: SE 8th Avenue between
20 SE Quincy Street and SE Monroe Street. Pursuant to K.S.A. 41-719 and 41-2645, the
21 sponsor shall ensure that the area in which alcoholic liquor is possessed or consumed is
22 clearly marked by signs, a posted map or other means ("Designated Barricaded Area").

23 Section 4. Event attendees may purchase, possess and consume alcoholic
24 beverages within the Designated Barricaded Area. Pursuant to K.S.A. 41-719, no alcoholic
25 liquor may be removed from Designated Barricaded Area or consumed inside vehicles
26 while on public streets or alleys at the event.

Section 5. This Resolution shall take effect and be in force after its approval by the Governing Body.

ADOPTED and APPROVED by the Governing Body on _____.

CITY OF TOPEKA, KANSAS

Larry E. Wolgast, Mayor

ATTEST:

Brenda Younger, City Clerk



City of Topeka
Council Action Form
Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
July 12, 2016

DATE:	July 12, 2016	
CONTACT PERSON:	Councilmember Karen Hiller	DOCUMENT #:
SECOND PARTY/SUBJECT:	Rosa Cavazos	PROJECT #:
CATEGORY/SUBCATEGORY	020 Resolutions / 005 Miscellaneous	
CIP PROJECT:	No	
ACTION OF COUNCIL:		JOURNAL #:
		PAGE #:

DOCUMENT DESCRIPTION:

A RESOLUTION introduced by Councilmember Karen Hiller, granting Visit Topeka, Inc. an exception to the provisions of City of Topeka Code Section 9.45.150 concerning noise prohibitions. (*Council District No. 1*)

(*City of Topeka Code Section 9.45.170, et seq., authorizes the City Council to grant noise exceptions. Approval would allow for amplified music and sound for the Kansas Mariachi Festival during the hours of 8:00 p.m. and 11:00 p.m. on September 16, 2016, located outside at TPAC.*)

POLICY ISSUE:

The Visit Topeka, Inc. has requested that a noise exception be granted for an outdoor festival to take place during specified date and time.

STAFF RECOMMENDATION:

Staff is recommending the Governing Body move to approve the resolution.

BACKGROUND:

Visit Topeka Inc., is requesting the noise exception due to amplified music at the event.

BUDGETARY IMPACT:

There will be no budgetary impact to the City.

SOURCE OF FUNDING:

Not Applicable

ATTACHMENTS:

Description

Resolution

1 RESOLUTION NO. _____
2

3 A RESOLUTION introduced by Councilmember Karen Hiller granting Visit
4 Topeka, Inc. of Topeka an exception to the provisions of City of
5 Topeka Code Section 9.45.150 concerning noise prohibitions.
6

7 WHEREAS, City of Topeka Code Section 9.45.150, et seq. makes it
8 unlawful for any person to make, continue or cause to made or continued any
9 loud, unnecessary or unusual noise or any noise which either annoys, disturbs,
10 injures or endangers the comfort, repose, health or safety or others within the
11 limits of the city; and

12 WHEREAS, City of Topeka Code Section 9.45.170, et seq. authorizes the
13 City Council to grant exceptions to the prohibitions of this code section upon
14 request and a showing that the proposed activity does not offend the spirit of the
15 findings of City of Topeka Code Section 9.45.150, et seq.; and

16 WHEREAS, Visit Topeka, Inc. has requested that they be granted an
17 exception to the provisions of City of Topeka Code Section 9.45.150, et seq. for
18 the purposes, dates and times described herein, and

19 WHEREAS, upon review of the application of Visit Topeka, Inc., the
20 Council of the City of Topeka does hereby find that the requested activity does
21 not offend the spirit of the findings of City of Topeka Code Section 9.45.150, et
22 seq.

23 NOW, THEREFORE, BE IT RESOLVED by the Council of the City of
24 Topeka that Visit Topeka, Inc. is hereby granted an exception from the provisions
25 of City of Topeka Code Section 9.45.150, et seq. during the Kansas Mariachi

26 Festival located outside at Topeka Performing Arts Center from 8:00 p.m. to
27 11:00 p.m. on September 16, 2016.

28

29 ADOPTED and APPROVED by the Governing Body_____.

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Larry E. Wolgast, Mayor

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35 ATTEST:

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37

38 _____
Brenda Younger, City Clerk

39



City of Topeka
Council Action Form
Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
July 12, 2016

DATE: July 12, 2016
CONTACT PERSON: Councilmember Sandra Clear **DOCUMENT #:**
SECOND PARTY/SUBJECT: Kristina Munoz **PROJECT #:**
CATEGORY/SUBCATEGORY: 020 Resolutions / 005 Miscellaneous
CIP PROJECT: No
ACTION OF COUNCIL: **JOURNAL #:**
PAGE #:

DOCUMENT DESCRIPTION:

A RESOLUTION introduced by Councilmember Sandra Clear, granting Tonantzin Society an exception to the provisions of City of Topeka Code Section 9.45.150, et seq., concerning noise prohibitions.
(Council District No. 2)

(City of Topeka Code Section 9.45.170, et seq., authorizes the City Council to grant noise exceptions. Approval would allow for amplified music and sound during the hours of 12:00 noon until 5:00 p.m. on October 8, 2016 in the 800 and 900 blocks of NE Kansas Avenue.)

POLICY ISSUE:

Tonantzin Society has requested that a noise exception be granted for the Dia de los Muertos Street Fair to take place during specified date and time.

STAFF RECOMMENDATION:

Staff is recommending the Governing Body move to approve the resolution.

BACKGROUND:

Tonantzin Society is requesting the noise exception due to amplified music and sound at the event.

BUDGETARY IMPACT:

There is no budgetary impact to the City.

SOURCE OF FUNDING:

Not Applicable

ATTACHMENTS:

Description

Resolution

1 RESOLUTION NO. _____
2

3 A RESOLUTION introduced by Councilmember Sandra Clear, granting
4 Tonantzin Society an exception to the provisions of City of
5 Topeka Code Section 9.45.150. et seq. concerning noise
6 prohibitions.
7

8 WHEREAS, City of Topeka Code Section 9.45.150, et seq. makes it
9 unlawful for any person to make, continue or cause to be made or continued any
10 loud, unnecessary or unusual noise or any noise which either annoys, disturbs,
11 injures or endangers the comfort, repose, health or safety or others within the
12 limits of the city; and

13 WHEREAS, City of Topeka Code Section 9.45.170, et seq. authorizes the
14 City Council to grant exceptions to the prohibitions of this code section upon
15 request and a showing that the proposed activity does not offend the spirit of the
16 findings of City of Topeka Code Section 9.45.150, et seq., and

17 WHEREAS, Tonantzin Society has requested that they be granted an
18 exception to the provisions of City of Topeka Code Section 9.45.150, et seq. for
19 the purposes, dates and times described herein, and

20 WHEREAS, upon review of the application of Tonantzin Society, the
21 Council of the City of Topeka does hereby find that the requested activity does
22 not offend the spirit of the findings of City of Topeka Code Section 9.45.150, et
23 seq.

24 NOW, THEREFORE, BE IT RESOLVED by the Council of the City of
25 Topeka that Tonantzin Society is hereby granted an exception from the
26 provisions of City of Topeka Code Section 9.45.150, et seq. for amplified music

27 and sound during its Dia de los Muertos Street Festival located in the 800-900
28 blocks of North Kansas Avenue during the hours of 12:00 noon and 5:00 p.m. on
29 October 8, 2016.

30
31 ADOPTED and APPROVED by the Governing Body _____.

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33
34
35
36 _____
37 Larry E. Wolgast, Mayor

38
39 ATTEST:

40
41
42 _____
43 Brenda Younger, City Clerk
44



City of Topeka
Council Action Form
Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
July 12, 2016

DATE:	July 12, 2016	DOCUMENT #:	V16E/4
CONTACT PERSON:	Bill Fiander	PROJECT #:	
SECOND PARTY/SUBJECT:	L and R Wanamaker LLC		
CATEGORY/SUBCATEGORY	014 Ordinances – Non-Codified / 006 Vacations		
CIP PROJECT:	No		
ACTION OF COUNCIL:		JOURNAL #:	
		PAGE #:	

DOCUMENT DESCRIPTION:

A PUBLIC HEARING and AN ORDINANCE introduced by City Manager Jim Colson, relating to the vacation of a 16-foot drainage and utility easement running diagonally across property located between 1920 and 1830 SW Wanamaker Road, in the city of Topeka, Shawnee County, Kansas (V16E/4) (Council District No. 9)

(Approval will vacate a drainage easement and allow the applicant to construct a new 4,665 square foot Med Assist Clinic.)

POLICY ISSUE:

Vacation of the easement is necessary because the applicant proposes to construct a building over the existing easement. The City is now reviewing a building permit by the developer that includes plans for the replacement of the existing storm water facility with one that will not be in the way of a building proposed for this site. The developer is proposing to replace the stormwater drainage facility (a drainage pipe) with a facility (pipe and inlets) that are routed around the building. The proposed facility appears to be effective and is subject to City review with the building permit for the building proposed for this site.

STAFF RECOMMENDATION:

Planning staff, in conjunction with City Departments and Public Utilities, recommends approval of the ordinance and request to vacate the drainage and utility easement.

BACKGROUND:

V16E/4 is a request by L and R Wanamaker L.L.C., as property owners, to vacate a 16 ft. wide "drainage and utility easement" on a 0.52 acre-property located along the east side of SW Wanamaker Road between 1830 and 1920 SW Wanamaker.

A neighborhood meeting was not required since the proposed vacation does not affect adjacent property owners. The easement may be vacated without removal of the stormwater drainage facility and the developer plans to replace with one that is not in the way of the proposed building.

The vacation request has been reviewed by all City departments and public utility agencies and there are no objections. The vacation has been advertised two consecutive weeks prior to the public hearing according to TMC 12.60.010(B) and 20 days prior to the public hearing according to State Law.

BUDGETARY IMPACT:

Maintenance of private stormwater systems is typically the responsibility of the property owner.

SOURCE OF FUNDING:

None applicable

ATTACHMENTS:

Description

Ordinance

Summary Report

Final Plat

Department Comments

Aerial Map

Legal Notice

(Published in the Topeka Metro News _____)

ORDINANCE NO.

AN ORDINANCE introduced by City Manager, Jim Colson, relating to the vacation of a 16' drainage and utility easement running diagonally across property lying between 1920 and 1830 SW Wanamaker Road, in the City of Topeka, Shawnee County, Kansas (*VI6E/4*) (*Council District No. 9*)

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF TOPEKA, KANSAS:

Section 1. That pursuant to the requirements of K.S.A. 12-504 as amended, a petition by the L & R Wanamaker L.L.C., as property owners, has been filed with the office of the City Clerk, requesting the vacation of the following described drainage and utility easement located within the City of Topeka, Shawnee County, Kansas:

DESCRIPTION:

All that part of a 16 foot wide Drainage and Utility Easement in Lot 4, Block A, Topeka Crossing Subdivision No. 5, City of Topeka, Shawnee County, Kansas being described as follows:
Commencing at the Northwest corner of said Lot; thence Easterly along the North line of said Lot on the platted bearing of N88°00'50"E, 16.01 feet to the East line of an existing Sidewalk and Utility Easement; thence S00°00'12"W along the East line of said easement, 0.05 feet for the Point of Beginning; thence S36°42'02"E, 29.83 feet; thence S68°22'24"E, 124.67 feet to a point on the East line of said Lot 4; thence S01°59'10"E, 17.46 feet along the East line of said lot; thence N68°22'24"W, 136.20 feet; thence N36°42'02"W, 12.91 feet to a point on the East line of said Sidewalk and Utility Easement; thence N00°00'12"E, along the East line of said easement, 26.77 feet to the Point of Beginning.

Section 2. That said petition has been duly published for two (2) consecutive weeks in a newspaper of general circulation and on **July 12, 2016**, the petition is ready for determination by the Governing Body of the City of Topeka, Kansas.

Section 3. That the Governing Body of the City of Topeka, after being duly informed and hearing the evidence presented finds that:

- a. Legal notice was given as required by K.S.A. 12-504 as amended.
- b. No private rights will be injured or endangered by such vacation.
- c. The public will suffer no loss or inconvenience by such vacation.

Section 4. That the Governing Body of the City of Topeka does hereby find that justice requires the petition of vacation be granted and does hereby order the vacation of the below described drainage and utility easement located within the City of Topeka, Kansas:

DESCRIPTION:

All that part of a 16 foot wide Drainage and Utility Easement in Lot 4, Block A, Topeka Crossing Subdivision No. 5, City of Topeka, Shawnee County, Kansas being described as follows:

Commencing at the Northwest corner of said Lot; thence Easterly along the North line of said Lot on the platted bearing of N88°00'50"E, 16.01 feet to the East line of an existing Sidewalk and Utility Easement; thence S00°00'12"W along the East line of said easement, 0.05 feet for the Point of Beginning; thence S36°42'02"E, 29.83 feet; thence S68°22'24"E, 124.67 feet to a point on the East line of said Lot 4; thence S01°59'10"E, 17.46 feet along the East line of said lot; thence N68°22'24"W, 136.20 feet; thence N36°42'02"W, 12.91 feet to a point on the East line of said Sidewalk and Utility Easement; thence N00°00'12"E, along the East line of said easement, 26.77 feet to the Point of Beginning.

Section 5. The City Clerk is hereby directed to certify a copy of this ordinance to the Shawnee County Register of Deeds Office for appropriate recording.

Section 6. 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 Governing Body of the City of Topeka _____, 2016.

Larry E. Wolgast, Mayor

ATTEST:

Brenda Younger, City Clerk

To Be Codified ____
Not To Be Codified X

CITY OF TOPEKA PLANNING DEPARTMENT

SUMMARY REPORT

Re: V16E/4: L&R Wanamaker L.L.C

V16E/4 is a request by L&R Wanamaker L.L.C., as property owners, to vacate a 16 ft. wide “drainage and utility easement” on a 0.52 acre-property located along the east side of SW Wanamaker Road between 1830 and 1920 SW Wanamaker.

The vacation of the drainage and utility easement will allow the applicant to construct a new 4,665 Med Assist Clinic with 28 parking stalls. The vacation of the easement is necessary because the applicant proposes to construct a building over the existing easement.

The City is now reviewing a building permit by the developer that includes plans for the replacement of the existing storm water facility with one that will not be in the way of a building proposed for this site. The developer is proposing to replace the stormwater drainage facility (a drainage pipe) with a facility (pipe and inlets) that are routed around the building. The proposed facility appears to be effective and is subject to City review with the building permit for the building proposed for this site.

A neighborhood meeting was not required since the proposed vacation does not affect adjacent property owners. The easement may be vacated without removal of the stormwater drainage facility and the developer plans to replace with one that is not in the way of the proposed building. The vacation request has been reviewed by all City departments and public utility agencies and there are no objections. The vacation has been advertised two consecutive weeks prior to the public hearing according to TMC 12.60.010(B) and 20 days prior to the public hearing according to State Law. Planning staff recommends approval of the ordinance and request to vacate the drainage and utility easement.

- | LEGEND | |
|--------|--|
| ⊙ | SET 1/2"x24" REBAR w/ CLS 263 CAP |
| ○ | FOUND CORNER AS NOTED |
| (M) | MEASURED |
| (P) | PLAT |
| R/W | RIGHT OF WAY |
| D.U.E. | DRAINAGE & UTILITY EASEMENT |
| W.E. | WATERLINE EASEMENT |
| —/—/— | RESTRICTED ACCESS |
| ⊕ | UTILITY POLE |
| — | GUY ANCHOR |
| ⊕ | LIGHT POLE |
| ⊕ | GAS TEST STATION |
| ⊕ | GAS METER |
| ⊕ | FIRE HYDRANT |
| ⊕ | WATER VALVE |
| ⊕ | SIGN |
| ⊕ | BOLLARD |
| ⊕ | SANITARY SEWER MANHOLE |
| ⊕ | STORM SEWER MANHOLE |
| — | WATER LINE |
| — | GAS LINE |
| — | OVERHEAD POWER LINE & CABLE TELEVISION |
| — | UNDERGROUND TELEPHONE LINE |
| — | UNDERGROUND FIBER OPTIC LINE |
| CSP | CORRUGATED STEEL PIPE |
| — | CONCRETE PAVEMENT |

PROPERTY LOCATION



LOCATION MAP
NTS

LEGAL DESCRIPTION:
Lot 4, Block A, TOPEKA CROSSING SUBDIVISION NO. 5, in the City of Topeka, Shawnee County, Kansas, according to the plat thereof recorded July 3, 2014, in Plat Book 52, Page 52.

EXCEPTIONS:
STEWART TITLE GUARANTY COMPANY
COMMITMENT FOR TITLE INSURANCE, FILE NO. 01109-38704 A
EFFECTIVE DATE: NOVEMBER 16, 2015 AT 8:00 AM

SCHEDULE B - PART II :

5.) Easement granted to the City of Topeka, a municipal corporation as more fully set forth in the instrument recorded in Book 2539 at Page 351. (Easement is for underground public utilities and is now platted. It is located along west line of subject tract)

5.) Easement granted to the City of Topeka, a municipal corporation as more fully set forth in the instrument recorded in Book 2539 at Page 351. (Easement is for underground public utilities and is now platted. It is located along west line of subject tract)

6.) Declaration of Covenants, Conditions, Restrictions and Reciprocal Easements granted to as more fully set forth in the instrument recorded in Book 2767 at Page 792. (Subject tract is within described boundary)

7.) Easement granted to the City of Topeka, a municipal corporation as more fully set forth in the instrument recorded in Book 2786 at Page 997. (Easement is for a water line. Easement does not cross subject tract)

12.) Declaration of Covenants, Conditions and Operating Agreement granted to as more fully set forth in the instrument recorded in Book 4525 at Page 22. (Subject tract is with described boundary)

13.) Restrictive Covenant granted to as more fully set forth in the instrument recorded as Document No. 2015R13523.
(Subject tract is within described boundary)

NOTES:

1. The basis of the bearing system for this survey is based on the Final Plat of Topeka Crossing Subdivision No. 5.

2. Utilities were field located through Kansas One Call Ticket No. 15580308, dated November 19, 2015, along with information provided by the City of Topeka and City of Topeka GIS website. (Waterline was not field located, location and size is shown as per City of Topeka GIS mapping.)

3. According to the Flood Insurance Rate Map "FIRM" Community Panel 20177C0192E, effective date September 29, 2011, this property is in Flood Zone X, an area determined to be outside the 0.2% annual chance floodplain.

4. According to the City of Topeka Planning Department the subject tract is currently zoned C4 Commercial District.

5. Names of adjoining owners and addresses are shown as per Shawnee County GIS website.

6. The subject tract is located approx. 350' North of the centerline intersection of SW Wanamaker Road and SW 19th Terrace.

7. As of the date of this survey there are no building structures on subject tract.

8. As of the date of this survey there is no observable evidence of current earth moving work, building construction or building additions.

9. As of the date of this survey there are no proposed changes in street right of way lines for SW Wanamaker Road.

10. As the date of this survey there are is no observable evidence of site being used as a solid waste dump, sump or sanitary landfill.

11. Benchmark: City of Topeka BM No. 80.2, Brass Disk located at the Northwest Corner of the intersection of SW 21st Street and SW Wanamaker Road, 8.1' East of Traffic Signal Pole, Elev. 986.85 (NGVD 29 Datum)

Site Benchmarks:

- 1.) Chiseled square cut at front face of curb inlet approx. 44' South Southwest from the Southwest property corner of subject tract. Elev. 968.88 (NGVD 29 Datum)
- 2.) Chiseled square cut top of concrete light pole base approx. 16.5' West from the Southeast property corner of subject tract. Elev. 980.42 (NGVD 29 Datum)

GENERAL NOTES ON SUBDIVISION PLAT:

1. *Property owners shall be admonished from placing any permanent or semi-permanent obstruction in permanent sewer, water or other utility easements. This includes but is not limited to trees, shrubs, fences, retaining walls, buildings or other miscellaneous obstructions that interfere with access and egress of maintenance vehicles and equipment for the operation and maintenance of the utilities or pipe lines located in the easement. Any permanent or semi-permanent obstruction located in the permanent sewer, water or other easement may be removed by personnel representing the applicable Department of Public Works, to provide for the proper operation and maintenance of the utility line, without cost or obligation for replacement. Cost of removal and/or replacement shall be the responsibility of the property owners.*

2. *No building permits shall be issued for this subdivision until such time as utility extension plans for sanitary sewer and water, including sizing and routing, are approved by the City of Topeka Department of Public Works and the project is under contract for construction.*

3. *Water service shall be provided by the City of Topeka.*

4. Sanitary Sewer service shall be provided by the City of Topeka.

5. All utilities shall be placed underground pursuant to the City's right-of-way management standards.

6. No building permit(s) shall be issued until all Stormwater Management requirements set forth in Topeka Municipal Code (TMC) Chapter 13.35 are met including: approval of Stormwater Management Plan and granting of any necessary Stormwater Management Easements.

7. *Restricted access line defines a portion of subdivision boundary in which the public is not allowed to cross in order to gain access to the subdivision. The Governing Body may cross this line in order to gain access to the subdivision.*

8. Planning Staff has determined street frontage pursuant to TMC 18.40.110(g) is not required as an easement for unobstructed ingress and egress is hereby provided by this platting action through and across all Lots within the subdivision. This access easement shall be binding upon all owners, heirs, executors, administrators, and assigns of said subdivision.

CERTIFICATION
STEWART TITLE GUARANTY COMPANY AND
L&R WANAMAKER, L.L.C., a Delaware limited liability company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA, and NSPS, and includes Items 1, 2, 3, 4, 5, 6 (a), 7 (a), 8, 9, 11 (a), 11 (b), 13, 14, 16, 17 and 18 of Table A thereof. The field work was completed on November 25, 2015.

RICHARD T. SCHMIDT, L.S. 919
Schmidt, Beck & Boyd Engineering, L.L.C.
1415 SW Topeka Blvd.
Topeka, KS 66612
email: rick.schmidt@sbbeng.com

[illegible]

for:
Quattro Development
00 Jorie Boulevard Ste. 14
Oak Brook, Illinois 60523

Schmidt, Beck & Boyd
Engineering, LLC

1900 SW Wanamaker Road
Topeka, Kansas 66604

SHEET TITLE:	PROJECT LOCATION:	SBB Proj. No.:	15-269
			-
		Drawn by:	JEM
		Checked by:	RS
		Date:	12/24/2015
		Scale:	1" = 20'
		Drawing No.:	

Sh. 1 of 1

DEPARTMENTAL COMMENTS:

Case: V16E/4 By: L&R Wanamaker L.L.C.

Location: A 16' wide drainage and utility easement running diagonal across property lying between 1920 and 1830 SW Wanamaker Road.

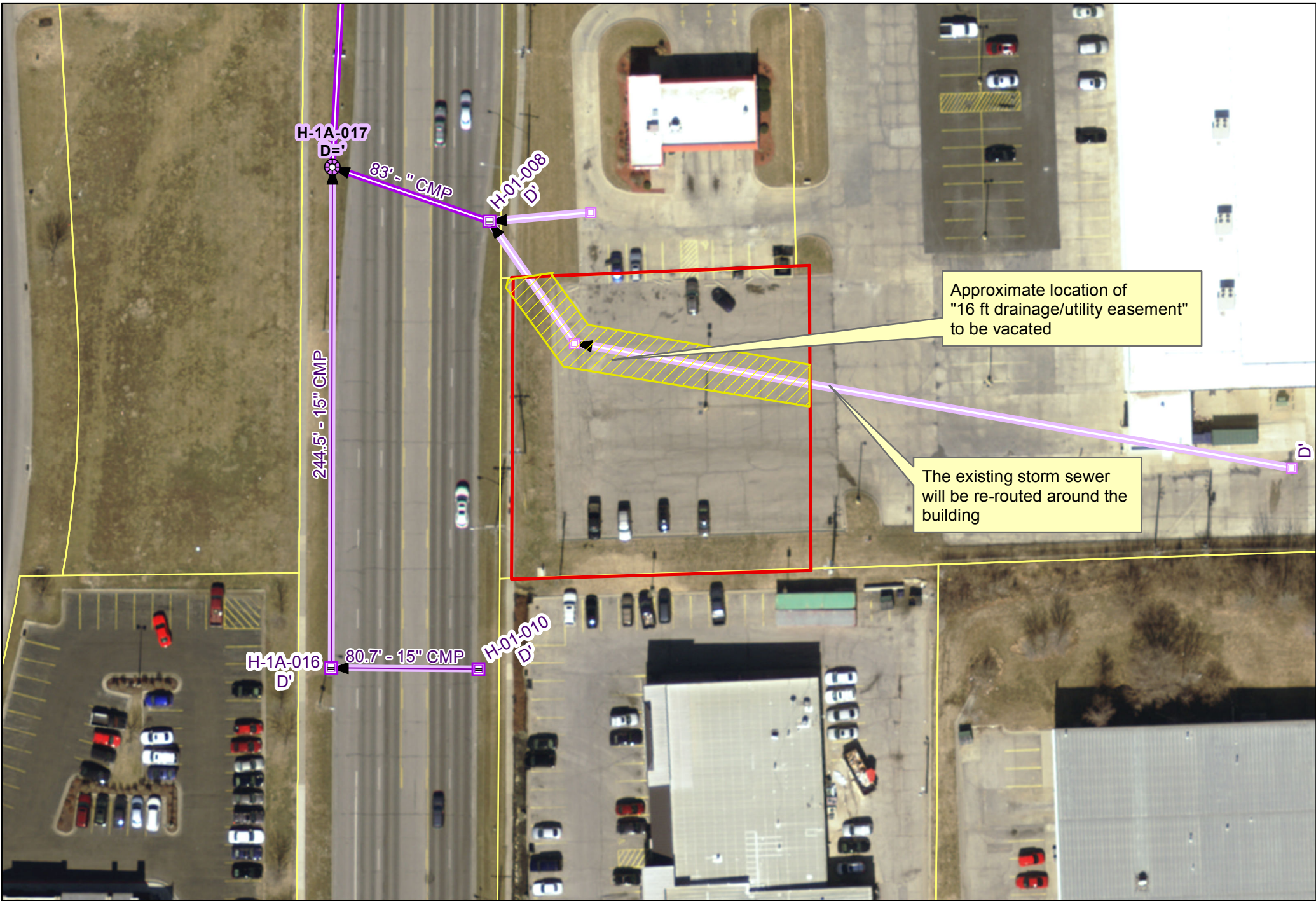
DEPARTMENTS:

- **Water Division:** X No Objection Objection
Comments:
- **Engineering:** X No Objection Objection
Comments: Removing the easement, by itself, will not affect owners/occupants upstream or downstream. The easement may be vacated without removal of the stormwater drainage facility. The City is now reviewing plans for a developer for replacement of the existing storm water facility with one that will not be in the way of a building proposed for this site.
- **Parks Department:** X No Objection Objection
Comments:
- **County Refuse:** X No Objection Objection
- **Fire Department:** X No Objection Objection
- **Police Department:** X No Objection Objection
Comments:

UTILITY COMPANIES:

- **AT&T:** X No Objection Objection
Comments:
- **Westar:** X No Objection Objection
Comments:
- **Kansas Gas Service:** X No Objection Objection
Comments:
- **Cox Communications:** X No Objection Objection
Comments:

Annie Driver, Planner II
Prepared: June 9, 2016



V16E/4 By: L&R Wanamaker L.L.C.



Please have the attached published in the Topeka Metro News in the Legal Advertising Section on Monday, June 20 and June 27, 2016

IN THE MATTER OF THE PROPOSED VACATION OF:

The vacation of a 16' wide drainage and utility easement running diagonally across property lying between 1920 and 1830 SW Wanamaker Road, in the City of Topeka, Shawnee County, Kansas (**V16E/04**) (**Council District No. 9**)

NOTICE OF PUBLIC HEARING

(Pursuant to K.S.A. 12-504 et seq.)

To Whom It May Concern:

Public notice is hereby given that a petition has been filed by L&R Wanamaker L.L.C. to vacate property described as follows:

DESCRIPTION:

All that part of a 16 foot wide Drainage and Utility Easement in Lot 4, Block A, Topeka Crossing Subdivision No. 5, City of Topeka, Shawnee County, Kansas being described as follows: Commencing at the Northwest corner of said Lot; thence Easterly along the North line of said Lot on the platted bearing of N88°00'50"E, 16.01 feet to the East line of an existing Sidewalk and Utility Easement; thence S00°00'12"W along the East line of said easement, 0.05 feet for the Point of Beginning; thence S36°42'02"E, 29.83 feet; thence S68°22'24"E, 124.67 feet to a point on the East line of said Lot 4; thence S01°59'10" E, 17.46 feet along the East line of said lot; thence N68°22'24"W, 136.20 feet; thence N36°42'02"W, 12.91 feet to a point on the East line of said Sidewalk and Utility Easement; thence N00°00'12"E, along the East line of said easement, 26.77 feet to the Point of Beginning.

The petition will be presented to the Council of the City of Topeka for hearing **Tuesday, July 12, 2016** at 6:00 P.M. or as soon thereafter as the same may be heard in the City Council Chambers, Municipal Building, 2nd Floor, 8th and Monroe Streets, Topeka, Kansas, at which time and place all interested persons may appear and be heard, either for or against granting the prayer of said Petition.

**BY THE GOVERNING BODY,
CITY OF TOPEKA, KANSAS**



City of Topeka
Council Action Form
Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
July 12, 2016

DATE:	July 12, 2016	
CONTACT PERSON:	Michelle De La Isla	DOCUMENT #:
SECOND PARTY/SUBJECT:	2017 Social Services and Contracted Services Grant Allocations	PROJECT #:
CATEGORY/SUBCATEGORY	006 Communication / 005 Other	
CIP PROJECT:	No	
ACTION OF COUNCIL:		JOURNAL #:
		PAGE #:

DOCUMENT DESCRIPTION:

APPROVAL of the 2017 Social Services and Contracted Services allocations in the amount of \$784,881.

(Approval would allocate \$229,363 for Contracted Services, \$102,455 for Social Services-Emergency Aid, and \$453,063 for Social Services-Counseling & Prevention.)

POLICY ISSUE:

Approval would allocate funds for the 2017 Social Services and Contracted Services.

STAFF RECOMMENDATION:

Staff is recommending the Council move to approve the allocations as recommended by the Committee.

BACKGROUND:

On February 2, 2016 the City Council approved the 2017 budget priorities, as well as an initial 2017 budget recommendation for funding of Contracted City Services in the amount of \$312,000 and Social Services in the amount of \$488,000, totaling \$800,000.

The Economic and Community Development (ECD) Committee met on May 23, 2016 to review recommendations by the City's allocation review committee of all grant applications submitted by agencies. The ECD Committee voted 3-0 to recommend to the Council approval of the 2017 allocations in the amount of \$784,881.

The ECD Committee met on June 2, 2016 to consider an appeal from the Community Resource Council (CRC) who was denied funding for 2017 due to a low score on their grant application. The ECD Committee voted 2-1 to

deny CRC's appeal.

BUDGETARY IMPACT:

The total allocation for 2017 is \$784,881.

SOURCE OF FUNDING:

General Fund and Community Development Block Grant (CDBG) Fund.

ATTACHMENTS:

Description

2017 ECD Committee Referral

2017 Contracted Services & Social Services Grant Recommendations

COMMITTEE REFERRAL SHEET

COMMITTEE REPORT

Name of Committee: Economic and Community Development

Title: 2017 Social Services and Contracted Services Allocations

Date referred from Council meeting: n/a

Date referred from Committee: May 23, 2016

Committee Action: The Committee recommends to the full Council approval of the 2017 Social Services and Contracted Services Allocations totaling \$784,881.

Contracted Services	\$229,363
Emergency Aid Services	\$102,455
Prevention & Counseling	\$453,063

Comments:

Amendments:

Members of Committee: Michelle De La Isla (Chair), Sandra Clear, Brendan Jensen

Agenda Date Requested: July 12, 2016

2017 Contracted & Social Service Grants

Contracted Services	2015 Allocation	2016 Allocation	2017 Allocation	2017 CDBG	2017 GENERAL FUND
Community Resources Council	60,000	60,000	-	-	-
Housing & Credit Counseling	51,314	53,880	52,340	-	52,340
Jayhawk Area Aging Agency - Match for OAA	20,000	20,000	20,400	-	20,400
KCSL - Juvenile Intake - Previous TPD Budget	-	60,000	61,200	-	61,200
Keep America Beautiful	13,682	14,092	13,819	-	13,819
PARS - Safe Streets *	60,849	63,891	62,066	-	62,066
YWCA - Center for Safety and Empowerment	19,155	19,921	19,538	-	19,538
Total Contracted Services	225,000	291,784	229,363	-	229,363
Return to General Fund		8,215			

Total **299,999**

Social Services - Emergency Aid	2015 Allocation	2016 Allocation	2017 Allocation	2017 CDBG	2017 General Fund
Catholic Charities	25,500	30,000	25,755	25,755	-
Doorstep	15,196	49,000	15,500	15,500	-
Let's Help	14,749	-	14,896	14,896	-
Salvation Army	46,304	-	46,304	46,304	-
Reserve for Water, Sewer Asst.		9,698	-	-	-
Total Emergency Aid	101,749	88,698	102,455	102,455	

Social Services - Counseling & Prevention	2015 Allocation	2016 Allocation	2017 Allocation	2017 CDBG	2017 General Fund
Boys and Girls Club - Comprehensive Youth Dev.	19,461	20,239	19,850		19,850
Big Brothers Big Sisters - Mentoring	9,499	9,879	9,689		9,689
Breakthrough House - Payee	-	-	-	-	-
Breakthrough House - Residential	16,785	-	-	-	-
Breakthrough House- Freedom Club House	19,780	-	20,176		20,176
CASA - Child in Need of Care	7,900	8,137	7,979		7,979
Community Action - Latino Family Development	13,817	14,508	14,093	12,454	1,639
Community Action - Project Attention	26,956	28,304	-	-	-
Community Action - First Tee	-	-	27,495		27,495
Doorstep - Medical	-	-	18,240	18,240	
East Topeka Council on Aging	18,872	19,816	19,249		19,249
El Centro	-	18,950	18,950		18,950
Jayhawk Area Agency on Aging - SHICK	-	-	13,350		13,350
Kansas Legal Services	19,097	-	-	-	-
KCSL - Supporting School Success	23,250	24,413	23,483		23,483
LULAC	12,600	13,230	12,852		12,852
Marian Clinic	7,470	-	7,619		7,619
Meals on Wheels	8,201	8,611	8,365		8,365
Midland Care	-	-	48,600		48,600
Papan's Landing	13,920	14,616	14,198		14,198
Positive Connections	36,978	38,457	37,718		37,718
Shawnee Medical Society - Project Health Access	52,800	55,440	53,856		53,856
TDC - Parent Child Learning Center	8,600	8,944	8,772		8,772
TDC- Full Day Care	16,835	17,677	17,172		17,172
Topeka Youth Project - Jobs for Young Adults	15,120	15,725	15,422		15,422
Topeka Youth Project - Youth Court	7,400	7,622	7,548		7,548
United Way - Successful Connections	17,750	18,638	18,105		18,105
YWCA - Girls on the Run	10,080	10,584	10,282		10,282
Total Counseling & Prevention	383,171	353,790	453,063	30,694	422,369
Grand Total	709,920	742,487	784,881	133,149	651,732



**City of Topeka
Council Action Form
Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
July 12, 2016**

DATE:	July 12, 2016	
CONTACT PERSON:	Councilwoman Elaine Schwartz	DOCUMENT #:
SECOND PARTY/SUBJECT:	2017 Transient Guest Tax Allocations	PROJECT #:
CATEGORY/SUBCATEGORY	006 Communication / 005 Other	
CIP PROJECT:	No	
ACTION OF COUNCIL:		JOURNAL #:
		PAGE #:

DOCUMENT DESCRIPTION:

APPROVAL of the 2017 Transient Guest Tax allocations in the amount of \$2,781,123.

(Approval would allocate \$1,459,954 to Visit Topeka, Inc., \$203,285 to Visit Topeka Bid Fund, \$372,535 to Sunflower Soccer Special Assessments, \$55,622 for Admin Fees and Other, \$268,272 to Downtown Plaza, \$23,430 to Evel Knievel Museum, \$53,108 to Jayhawk Theater, \$27,725 to Constitution Hall, and \$132,386 in contingency funds. \$184,804 will transfer to the General Fund for the Zoo.)

POLICY ISSUE:

Approval would allocate moneys on deposit in the Transient Guest Tax Fund, subject to lawful budget appropriations, to be used for the following purposes:

- (1) To contract with any agency, organization or group of firms to promote conventions and tourism within the City and its environs;
- (2) To provide for the operation, maintenance, expansion or development of city facilities connected with conventions and tourism;
- (3) To defray the cost of providing municipal services to convention and tourism functions, including police, fire, street department or park and recreation department functions;
- (4) To create innovative projects and activities promoting conventions and tourism;
- (5) To promote the general economic welfare of the City and its environs, including the attraction of industry.

STAFF RECOMMENDATION:

Staff is recommending the Council move to approve the allocations as recommended by the Committee.

BACKGROUND:

The Transient Guest Tax Committee met on June 7, 2016, and recommended by a vote of 3-0 to recommend the Council approve the 2017 allocations in the amount of \$2,781,123.

BUDGETARY IMPACT:

The total allocation for 2017 is \$2,781,123.

SOURCE OF FUNDING:

Transient Guest Tax Funds

ATTACHMENTS:**Description**

2017 TGT Committee Referral Report

2017 TGT Fund Budget

COMMITTEE REFERRAL SHEET

COMMITTEE REPORT

Name of Committee:	Transient Guest Tax
Title:	2017 Transient Guest Tax Fund Budget
Date referred from Council meeting:	N/A
Date referred from Committee:	June 7, 2016
Committee Action:	Motion by Councilmember Jeff Coen, seconded by Councilmember Tony Emerson, to recommend to the full Council approval of the 2017 Transient Guest Tax Fund Budget in the amount of \$2,781,123.
Comments:	Motion approved 3-0.
Amendments:	
Members of Committee:	Elaine Schwartz (Chair), Tony Emerson, Jeff Coen (Proxy for Richard Harmon).
Agenda Date Requested:	July 12, 2016

Transient Guest Tax Fund Budget



Recommended 2017 Budget Version 1

Proposed 5/20/16

	FY14	FY15	FY16	FY17
TGT FUND	Actual	Actual	Projected	Budget
Balance Forward	354,769	66,824	178,119	178,119
REVENUES				
TGT Base	2,129,765	2,180,176	1,850,758	1,887,774
TGT Soccer 1%	354,961	365,707	373,021	380,482
1% Allocation	0	0	373,021	380,482
Contingency	0	0	0	132,386
TOTALS	<u>2,484,726</u>	<u>2,545,883</u>	<u>2,596,801</u>	<u>2,781,123</u>
EXPENDITURES				
Visit Topeka††	1,480,520	1,394,402	1,432,792	1,459,954
Visit Tpka Bid Fund	175,000	175,000	199,503	203,285
Sunflwr Soccer SAs	500,000	247,145	365,602	372,535
Admin Fee and Other	49,695	50,871	51,936	55,622
TRANSFERS				
Railroad Heritage				
(Grt Overland St)	94,000	47,000	0	0
Riverfront Park	106,000	106,000	0	0
Historic Prsrv. Fund†	238,444	203,095	0	0
Topeka Zoo (Gen Fund)	129,012	211,075	181,366	184,804
1% ALLOCATION				
Downtown Plaza	0	0	263,279	268,272
Evel Knievel Museum	0	0	22,994	23,430
Jayhawk Theater	0	0	52,119	53,108
Constitution Hall	0	0	27,209	27,725
Contingency				132,386
TOTALS	<u>2,772,671</u>	<u>2,434,588</u>	<u>2,596,801</u>	<u>2,781,123</u>
ENDING BALANCE	66,824	178,119	178,119	178,119

† Through 2015, received 1/6 of TGT Base Revenues, less the payments to Railroad Heritage & Riverfront Park.

†† Block grant allocation with intention that Visit Topeka coordinate marketing efforts with outside agencies.



**City of Topeka
Council Action Form
Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
July 12, 2016**

DATE:	July 12, 2016	
CONTACT PERSON:	Nickie Lee	DOCUMENT #:
SECOND PARTY/SUBJECT:		PROJECT #:
CATEGORY/SUBCATEGORY	004 Budgets or Appropriations / 001 Operating Budget - City	
CIP PROJECT:	No	
ACTION OF COUNCIL:		JOURNAL #:
		PAGE #:

DOCUMENT DESCRIPTION:

ESTABLISHING a public hearing date of August 9, 2016, for the purpose of hearing and answering objections of taxpayers relating to the proposed City of Topeka 2017 Operating Budget; setting the maximum expenditure limits; and authorize the publication of the public hearing notice in the Topeka Metro Newspaper.

(Approval authorizes the public hearing notice to be published in the Topeka Metro News on July 18, 2016.)

POLICY ISSUE:

Approval would establish a public hearing date and determine the maximum amount of taxes to be levied as required by State law. Once the maximum amount is published, it cannot be exceeded.

STAFF RECOMMENDATION:

Staff is recommending that: (1) the Governing Body move to set a public hearing date of August 9, 2016; (2) authorize publication of the public hearing notice in the Topeka Metro Newspaper on July 18, 2016; and (3) set the maximum amount of taxes levied.

BACKGROUND:

State law requires publication of the date and time of the public hearing to consider taxpayer objections to the 2017 operating budget. The publication must include the maximum amount of taxes proposed to be levied. Once published, the amount cannot be exceeded. The budget is required to be provided to Shawnee County by August 25, 2016.

BUDGETARY IMPACT:

The budgetary impact is described in the proposed 2017 budget.

SOURCE OF FUNDING:

ATTACHMENTS:

Description

2017 State Form Memo

2017 Notice of Public Hearing State Form Summary



To: City of Topeka Governing Body
From: Nickie Lee, Budget Manager
Date: July 12, 2016
Subject: 2017 Budget Summary

Overview

The Budget Committee reviewed the 2017 Proposed Budget at the June 11th, June 15th, June 21st, June 28th and July 5th Budget Committee and City Council meetings. On July 5th, the Committee voted to recommend to the full Governing Body approval of the budget as amended, without increasing the mill levy.

The attached Notice of Public Hearing "Budget Summary" reflects a few adjustments from the proposed 2017 budget book, including:

- Beginning cash balances are budgeted in order to carryover into the next fiscal year for the three taxing funds: General, Debt and Special Liability. The prior amounts presented in the "Contingency" accounts were placeholders for these final figures.
- The following adjustments have been made in the General Fund to accommodate approved Budget Committee amendments:
 - ◊ \$108,108 for increased Council Pay in the City Council Department Budget. This amount includes a \$10k increase per Councilmember and associated benefits;
 - ◊ \$24,024 for increased Mayor Pay in the Mayor Department Budget. This amount includes a \$20k increase and associated benefits;
 - ◊ An additional \$25k for a youth employment program is included in Neighborhood Relations, increasing the total to \$75k;
 - ◊ \$25k is included in Neighborhood Relations for a Neighborhood Event & Beautification Grant Program;
 - ◊ Two adjustments have been made to accommodate the additions: the expected revenue from assessed valuation has been increased by \$86k due to final County estimates and vacancy credits have been increased by \$95k.

Next Steps

- Publication in the Metro News: July 18, 2016
- Public Hearing: August 9, 2016
- Budget Adoption: August 16, 2016

NOTICE OF BUDGET HEARING

The governing body of
City of Topeka
will meet on August 9, 2016 at 6:00pm at City Council Chambers at 214 E Eighth Street for the purpose of
hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.
Detailed budget information is available at Office of the City Clerk at City Hall and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2017 Expenditures and Amount of 2016 Ad Valorem Tax establish the maximum limits of the 2017 budget.
Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2015		Current Year Estimate for 2016		Proposed Budget for 2017		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2016 Ad Valorem Tax	Estimate Tax Rate *
General	87,776,641	24.615	90,490,399	24.662	101,410,998	26,430,789	24.662
Debt Service	59,668,990	14.344	24,592,473	14.371	20,994,125	15,401,094	14.371
Library							
Special Liability	456,567	0.774	1,345,939	0.776	1,956,507	831,957	0.776
Retirement Reserve	263,588		1,170,009		3,474,471		
KP&F Rate Equalization	124,296		300,000		300,000		
Neighborhood Revitalization					397,882		
Historical Asset Tourism	216,398		102,630		113,914		
Half Cent Sales Tax (JEDO)	8,599,553				23,894,102		
Half Cent Sales Tax (Street)	15,740,831		28,375,602		18,805,175		
Tax Increment Financing	386,660		176,569		190,000		
Court Technology	7,125		45,000		65,000		
Downtown Improvement	178,739		186,542		183,500		
Special Highway	5,787,215		6,378,200		6,993,704		
Special Alcohol & Drug	636,349		600,000		620,000		
Alcohol & Drug Safety	63,950		68,048		106,746		
Law Enforcement	250,636		550,000		690,921		
Transient Guest Tax	2,434,588		2,596,801		2,781,124		
Community Development	404,878		421,480		460,000		
Employee Separation	1,987,688		1,216,024		1,000,000		
Combined Utilities	63,646,738		66,961,554		68,197,280		
Public Parking	5,861,444		3,691,117		3,136,638		
Facilities	1,399,004		1,498,445		1,995,577		
IT	3,575,830		3,646,564		4,255,374		
Fleet	1,783,964		1,980,000		1,980,000		
Risk Funds	12,720,907		12,935,133		15,205,373		
Totals	273,972,579	39.733	249,328,529	39.809	279,208,411	42,663,840	39.809
Less: Transfers	8,578,765		1,745,360		2,214,139		
Net Expenditure	265,393,814		247,583,169		276,994,272		
Total Tax Levied	40,577,095		41,463,438		xxxxxxxxxxxxxxxx		
Assessed							
Valuation	1,021,286,924		1,041,624,829		1,071,711,738		
Outstanding Indebtedness, January 1,	2014		2015		2016		
G.O. Bonds	190,385,000		190,585,000		208,005,000		
Revenue Bonds	132,800,000		138,490,000		130,460,000		
Other	65,123,785		58,133,937		52,810,634		
Lease Purchase Principal	4,391,583		3,729,468		2,797,754		
Total	392,700,368		390,938,405		394,073,388		

*Tax rates are expressed in mills

	2015 Actual	Mill Levy	2016 Expenditures	Mill Levy	2017 Budget Authority	Amount of 2016 Ad Valorem Tax	Estimated Tax Rate
Metropolitan Transit Authority	4,688,081	4.200	4,603,523	4.200	4,722,170	4,501,194	4.200

Brenda Younger
City Official TitleCity Clerk



**City of Topeka
Council Action Form
Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
July 12, 2016**

DATE:	July 12, 2016	
CONTACT PERSON:	Sasha Haehn, Neighborhood Relations Director	DOCUMENT #:
SECOND PARTY/SUBJECT:		PROJECT #:
CATEGORY/SUBCATEGORY	004 Budgets or Appropriations / 001 Operating Budget - Grants to City	
CIP PROJECT:	No	
ACTION OF COUNCIL:	Discussion item only	JOURNAL #:
		PAGE #:

DOCUMENT DESCRIPTION:

DISCUSSION and overview of the City of Topeka 2017 Consolidated Annual Action Plan;
and **ESTABLISHING** a public hearing date of August 9, 2016 for the purpose of obtaining public input on
the 2017 City of Topeka Consolidated Annual Action Plan.

*(An overview of federal grant funding will be provided in relation to the 2017 Consolidated Action Plan for
consideration in conjunction with the 2017 City of Topeka Operating Budget; and approval of a public hearing
date on August 9, 2016.)*

POLICY ISSUE:

The Department of Neighborhood Relations, Division of Housing Services receives the majority of its funding from the U.S. Department of Housing & Urban Development (HUD). HUD requires the City to submit an Annual Action Plan that outlines the detailed programming and projects for the upcoming year. Submission of this plan to HUD will help secure approximately \$5.8 million dollars in federal grant funding and General Fund and Capital Improvement Budget funds for housing and neighborhood improvements and economic development, as well as social services in the community.

STAFF RECOMMENDATION:

Staff is recommending approval of a public hearing date of August 9, 2016 for the purpose of considering the 2017 Annual Action Plan.

BACKGROUND:

The City of Topeka's 5 Year Consolidated Action Plan is our strategic planning document required by the U.S. Department of Housing & Urban Development (HUD) for eligibility to receive certain federal grants.

Each year the City creates and submits the following year's Annual Action Plan. This annual plan is the detailed budget summary and the planning document for the upcoming year's programming and projects. The annual plan represents the planning and resource allocation of Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG), HOME Investment Partnerships (HOME), Shelter Plus Care, General Fund and Capital Improvement funds within the City of Topeka.

The Department of Neighborhood Relations administers the programs funded through the various federal grant programs. The Annual Action Plan program development and implementation are aligned with the City's annual budget development process and Capital Improvement Plan (CIP) implementation process each year. This coordination enables grant funded programs to be enhanced with City General Fund dollars and Capital Improvement Budget (CIB) dollars. In addition, the General Fund and CIB dollars serve as required match funds to sustain the City's funding levels through the various federal grant programs. Programs administered include:

Housing Development & Redevelopment

- Major & Exterior Rehabilitation
- Emergency Rehabilitation
- Accessibility Modifications
- Voluntary Demolition
- Topeka Opportunity to Own (TOTO)
- Infill Housing
- Housing Development/Redevelopment partnerships - Cornerstone, Housing & Credit Counseling and Habitat for Humanity

Community & Economic Development

- Empowerment Public Facility grants
- Stages of Resource Targeting (SORT) grants

Homeless/Social Services

- Contracted & Social Service grants
- Shelter Plus Care program

BUDGETARY IMPACT:

The 2017 Annual Action Plan includes program plans for approximately \$5.8 million dollars in HUD grant funding and General Fund (GF) and Capital Improvement Budget (CIB) funds.

HUD Grant Funds

- CDBG - \$1,738,059
- HOME - \$476,616
- ESG - \$149,571
- S+C - \$1,445,925

General Fund & CIB

- SORT program - \$1,400,000 (CIB)
- Contracted & Social Service Programs - \$470,000 (GF)
- HOME & Shelter Plus Care required match - \$120,000 (GF)

SOURCE OF FUNDING:

Community Development Block Grant, Emergency Shelter Grant, HOME Investment Partnerships, General Fund and Capital Improvement Budget.

ATTACHMENTS:

Description

Public Hearing Notice

2017 Annual Action Plan Draft

2017 Annual Action Plan Draft Budget

City of Topeka
Department of Housing & Neighborhood Development
620 SE Madison Street
Topeka, KS 66607

MEMORANDUM

TO: Topeka Metro News
ATTN: Shirley

Contact: Corrie Wright
Telephone: (785) 368-3711

Date: July 27, 2016
Payment: PO#

.....

Note: Please publish the following ad as a Legal Notice. We would like the ad to run on **Monday, August 1, 2016 and Monday, August 8, 2016**. Please send the invoice and affidavit to the contact at the above address. If you have any questions, please give me a call. Thank You!

.....

PUBLIC HEARING NOTICE

The City of Topeka, Department of Housing & Neighborhood Development, will hold a **final public hearing** for the City of Topeka's draft **FY2017 Consolidated Annual Action Plan** on **Tuesday, August 9, 2016 at 6:00 p.m.** during the **regular meeting of the City Council in the Council Chambers** located at 214 S.E. 8th Street. The purpose of the public hearing is to obtain citizen input on the City of Topeka's draft FY 2017 Consolidated Annual Action. Written comments may be submitted, through Friday, August 5, 2016, to the Department of Housing & Neighborhood Development, 620 SE Madison, Topeka, KS 66607.

If any citizen is in need of special accommodations, such as an interpreter or sign language, they should contact the office of Housing & Neighborhood Development as soon as possible, no later than 3 days prior to the hearing.

Further information may be obtained or written comments may be submitted, by contacting the Department of Housing & Neighborhood Development, 620 SE Madison, Topeka, Kansas 66607, or by calling the HND office at (785) 368-3711.

###



Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Consolidated Plan regulations combine into a single submission the planning and application elements of the Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG), and HOME Investment Partnerships (HOME) programs. The reporting requirements for these programs are also consolidated into one performance report. In addition, the City produces the Consolidated Plan in order to ensure its eligibility for Supportive housing, Shelter Plus Care, and other federal housing funds. The City of Topeka's Consolidated Plan program year runs from January 1, 2017 through December 31, 2017.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The following are the specific objectives and outcomes that the Department of Housing and Neighborhood Development of the City of Topeka expects to achieve through community development activities funded by the CDBG, HOME, and ESG programs.

Objective: Enhance the quality of targeted Topeka neighborhoods

Measure: Increase homeownership

Measure: Decrease vacant houses

Measure: Stabilize/increase in property value of neighborhood

Objective: Increase homeownership and rental housing opportunities

Measure: Households benefiting from services performed by KDOC housing rehabilitation

Measure: Homebuyers assisted financially

Measure: Single-family homes constructed

Measure: Housing Units rehabilitated

Measure: Neighborhood infrastructure finance/started

Objective: Enhance the linkage of housing with supportive services

Measure: Citizens housed through Shelter programs

Measure: Homeless persons assisted

Measure: Homeless situations prevented

Measure: Families achieving self-sufficiency

Measure: Citizens receiving supportive services

Objective: Leveraging Federal Resources

Measure: Home required match provided

Measure: CIP neighborhood infrastructure

Measure: Additional Financial opportunities obtained

Measure: Non-paid citizen volunteer

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Topeka has monitoring procedures in regard to funds provided by HUD. The procedures were developed to address federal, state and city statutory and regulatory requirements in addition to providing City staff with a system of ensuring project compliance and accomplishments. The City reports annually on the progress made toward meeting the goals established for assisting families. The City has three major monitoring tools: policies, contract requirements and on-site monitoring. All projects are evaluated to determine if they are eligible, consistent with local, state and federal regulations and viable.

Projects funded through CDBG, HOME, and ESG will be managed directly through the Department of Housing and Neighborhood Development. All contracts contain the federal, state and local program requirements by which each sub-grantee must abide. Contracts are mailed to the agencies for their review before being executed. Construction projects that require compliance with federal wage standards are to be monitored by the City's Purchasing Department and its contract compliance officers.

During the project year, City staff schedules monitoring visits with selected sub-grantees. During the site visit the monitor reviews and records any evidence of performance in the administration of the program, benefit to low-income households, procurement procedures, record keeping, etc. The City has standardized procedures that are submitted to HUD cash and management information system.

During the affordability period the units and related rental documents are subject to regular inspection and review to ensure the units remain affordable as to qualified tenants, rent levels, and that units are maintained in program acceptable condition.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

In order to comply with the objectives established for the City of Topeka's Citizen Participation Plan, the following policies will be implemented by the Department of Housing & Neighborhood Development:

Housing & Neighborhood Development staff members will be available to furnish interested citizens with information concerning: The total amount of CDBG, ESG and HOME funds expected to be available for use; the range of activities that may be undertaken with those funds.

The City of Topeka will publish the one (1) year action plan in the City's official newspaper. The summary will include the content and purpose of the consolidated plan and will contain a list of the locations where copies of the entire plan may be examined. A comment period of no less than thirty (30) calendar days after publication of the summary will be allowed for citizen input. In accordance with established policy, the City of Topeka will respond to written comments on the Consolidated Plan within fifteen (15) working days.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No comments thus far.

6. Summary of comments or views not accepted and the reasons for not accepting them

Not applicable

7. Summary

The City of Topeka's 1 year Action Plan for 2017 establishes a unified vision for community and economic development by integrating the issues in a comprehensive and coordinated fashion.

DRAFT

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/ entity responsible for preparing/ administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	TOPEKA	Department of Housing and Neighborhood Development
HOME Administrator	TOPEKA	Department of Housing and Neighborhood Development
ESG Administrator	TOPEKA	Department of Housing and Neighborhood Development

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

Obtaining the input of citizens, professionals, and other governmental entities is the utmost importance during the draft of the Consolidated Action Plan. Effectively planning for a community would be difficult, if not impossible, without the support of its residents, especially low-income citizens directly affected by community development projects and programs. It is for these reasons that citizen participation is strongly encouraged through the processes of community revitalization planning.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and services agencies (91.215(I))

The City of Topeka coordinates services for housing with private and public assisted entities.

Health Services are provided by the Shawnee County Health Agency, Veterans Administration and Valeo Behavioral Health Care. The range of services provides access to youth up to the elderly. The collaboration is essential in providing health care to those in need to help maximize money and service the community.

The Child welfare agency is Kansas Children's Service League; they provide a runaway youth programs and collaborate with the CoC in effort to help alleviate homelessness. Additionally, the Shawnee County Health Agency is responsible for youth lead poisoning and gives the City of Topeka updates on the needs in our community.

Positive Connections provides HIV/AIDS services to the community. The collaboration with the City of Topeka continues as they are part of the CoC.

The Topeka Housing Authority plays a key role in the coordination of services for housing needs in the community. The needs of the THA are key in development of services that the City of Topeka implements. Every effort has been made to reach out to all parties and get feedback on what they see as areas for growth. With the addition of having service provider meetings regarding the Con Plan the information that was received was extremely beneficial.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Chairperson of the HTF annually appoints a monitoring committee. The monitoring committee is responsible for conducting the on-site reviews and assessing performance standards. Once the monitoring committee has made recommendations, the reports are provided to the Homeless Task Force, which is governing body of the CoC.

A request for proposal is sent out to the public to apply for ESG funds. Once the scores are established a recommendation is made to the Homeless Task Force (HTF), the governing body of the CoC.

ESG agencies report quarterly on the outcomes of their programs and activities. Each agency funded with ESG funds is required to enter services into the system. The CRC has policies and procedures for use of the system that each agency must adhere to.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Topeka Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provides information on homeless needs, numbers of people affected, and strategies to alleviate the problem
2	Agency/Group/Organization	YWCA
	Agency/Group/Organization Type	Services- Victims of Domestic Violence Services - homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs – Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provides information on the needs of person experiencing domestic violence and strategies to help woman and children.

3	Agency/Group/Organization	Community Resources Council
	Agency/Group/Organization Type	Planning organization
	What section of the Plan was addressed by Consultation?	Homeless Needs – Chronically homeless Homeless Needs – Families with children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provides demographic information on people experiencing homelessness and racial ethnic and other statistical information.
4	Agency/Group/Organization	Neighborhood Improvement Associations
	Agency/Group/Organization Type	Civic Leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs – Chronically homeless Homeless Needs – Families with children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied youth Non-Homeless Special Needs Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The NIAs are an integral part of the consolidated plan and the activities the City puts in the plan.

Identify any Agency Types not consulted and provide rationale for not consulting

None

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	City of Topeka, Kansas	The Continuum of Care plan is part of the strategic plan. The CoC partners have identified permanent supportive housing as a need and the city is aware of this need in the community. If grant opportunities present themselves the City will make every effort to leverage more resources.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

All of our community partners are important in the process of obtaining citizen input.

DRAFT

AP-12 Participation – 91.105, 91.200(c)

1. **Summary of citizen participation process/Efforts made to broaden citizen participation**
Summarize citizen participation process and how it impacted goal-setting

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

For 42 years the Department of Housing & Neighborhood Development (HND) has administered a variety of federally funded housing and neighborhood programs that have widespread economic impacts. Four of the primary funding sources are from the U.S. Department of Housing and Urban Development (HUD). They include: 1) Community Development Block Grant, 2) HOME Investment Partnership Grant, 3) Shelter Plus Care, and 4) Emergency Shelter Grants. These programs are identified and administered through the City's approved 2016-2020 Consolidated Plan, the annual Consolidated Action Plans, and the Continuum of Care. In addition to the federal funds, HND receives matching funds for the HOME Program as well as funds for Youth & Social Services from the City General Fund. In addition, CIP funds are also allocated to identified Target Areas.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public-federal	Acquisition Admin on Planning Economic Development Housing Public Improvements Public Services	1,662,399	75,660	0	1,738,059	6,952,236	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public-federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	476,616	0	0	476,616	1,906,464	
ESG	public-federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid Re-housing (rental assistance) Rental Assistance Services Transitional housing	149,571	0	0	149,571	598,284	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Competitive McKinney-Vento Homeless Assistance Act	public-federal	Housing TBRA	1,445,925	0	0	1,445,925	5,783,700	Shelter Plus Care is a program designed to provide rental assistance to homeless persons with disabilities, (primarily those with serious mental illness, chronic problems with alcohol and/or drugs, or diagnosed with AIDS or a related disease) as a bridge to self- sufficiency. Participants may choose their residence from units where the landlord agrees to accept the established housing subsidy and abide by the Shelter Plus Care program guidelines. This rental assistance will provide the ongoing financial support needed to maintain the chosen residence as the participant works toward establishing greater financial stability and self-sufficiency. Individuals and families pay approximately 30% of their monthly- adjusted income toward the rent. If TBRA assistance was more readily available it would benefit the city's large percentage of low income individuals.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
General Fund	public-local	Economic Development Public Improvements	1,990,000	0	0	1,990,000	7,960,000	Capital Improvement program dollars for infrastructure, rehabilitation and replacement in LMI neighborhoods. The remainder is match for the HOME program.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Department's Stages of Resource Targeting program leverages \$500,000 in federal housing funds to acquire \$1.4 million investment from the city's capital improvement funds. The combination of these funds is used to target housing and infrastructure needs in the city's most blighted and lowest income neighborhoods.

The Continuum of Care grant provides \$1.6 million of in-kind match for Shelter Plus Care program. The city also provides \$20,000 to the program as match to assist with administration.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

City owned land is often converted to assist the department with infill housing for low to moderate income households. The land is also used for empowerment projects to build on, or create parks and sidewalks for neighborhoods.

Land is also used to help partner with service providers with the same mission to help provide affordable housing opportunities.

Discussion

The City is leveraging federal, state and local funds to enhance affordable housing opportunities Topeka. In addition, we are using our partnerships with affordable housing and social service providers, as well as other community stakeholders and residents. These collaborations enable the City's Department of Housing and Neighborhood Development to maximize the HUD objectives.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives – 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Star Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Infill Housing	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Increase Homeownership and Rental Housing	CDBG: \$3,824 HOME: \$13,536	Homeowner Housing Added: 1 Household Housing Unit
2	Major Rehabilitation	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	CDBG: \$66,163 HOME: \$109,764 General Fund: \$33,500	Homeowner Housing Rehabilitated: 9 Household Housing Unit
3	Exterior Rehabilitation	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	CDBG: \$77,800 General Fund: \$33,500	Rental units rehabilitated: 7 Household Housing Unit
4	Emergency Rehabilitation	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	CDBG: \$233,146	Homeowner Housing Rehabilitated: 70 Household Housing Unit

Sort Order	Goal Name	Star Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Accessibility Modifications	2016	2020	Affordable Housing Homeless	Intensive Care Areas At-Risk Areas	Increase Homeownership and Rental Housing	CDBG: \$83,120	Rental units rehabilitated: 20 Household Housing Unit Homeowner Housing Rehabilitated: 25 Household Housing Unit
6	Voluntary Demolition	2016	2020	Non-Housing Community Development	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	CDBG: \$56,522	Buildings Demolished: 4 Buildings
7	Homeownership	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Increase Homeownership and Rental Housing	CDBG: \$30,676 HOME: \$177,587	Homeowner Housing Added: 9 Household Housing Unit
8	Homeownership Counseling	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Increase Homeownership and Rental Housing	CDBG: \$42,890 HOME: \$33,000	Other: 220 Other
9	CHDO Housing Development	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Increase Homeownership and Rental Housing	HOME: \$71,493	Rental units rehabilitated: 1 Household Housing Unit
10	CHDO Operating Subsidy	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Increase Homeownership and Rental Housing	HOME: \$20,590	Other: 1 Other

Sort Order	Goal Name	Star Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
11	Tenant Based Rental Assistance	2016	2020	Homeless	Intensive Care Areas At-Risk Areas	Increase Homeownership and Rental Housing	HOME: \$35,985	Tenant-based rental assistance / Rapid Rehousing: 30 Households Assisted
12	Inmate Program	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	CDBG: \$120,524	Public service activities for Low/Moderate Income Housing Benefit: 2000 Households Assisted
13	Program Delivery	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	CDBG: \$394,321	Other: 1 Other
14	Empowerment Projects	2016	2020	Non-Housing Community Development	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	CDBG: \$137,890	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2447 Persons Assisted
15	NIA Support	2016	2020	Non-Housing Community Development	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	CDBG: \$45,000	Public service activities for Low/Moderate Income Housing Benefit: 2000 Households Assisted
16	Anti-Blight Activities	2016	2020	Non-Housing Community Development	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	CDBG: \$60,000	Public service activities for Low/Moderate Income Housing Benefit: 2000 Households Assisted

Sort Order	Goal Name	Star Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
17	Social Service Grants	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Enhance Linkage of Housing with Support Services	CDBG: \$136,823 General Fund: \$470,000	Public service activities for Low/Moderate Income Housing Benefit: 60 Households Assisted
18	Emergency Solutions Grant	2016	2020	Homeless	Intensive Care Areas At-Risk Areas	Enhance Linkage of Housing with Support Services	ESG: \$149,571	Tenant-based rental assistance / Rapid Rehousing: 30 Households Assisted Homelessness Prevention: 100 Persons Assisted
19	Shelter Plus Care	2016	2020	Homeless	Intensive Care Areas At-Risk Areas	Enhance Linkage of Housing with Support Services	Competitive McKinney-Vento Homeless Assistance Act: \$1,445,925	Housing for Homeless added: 541 Household Housing Unit
20	Administration for CDBG	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	CDBG: \$249,360	Other: 1 Other
21	HOME Administration	2016	2020	Affordable Housing	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	HOME: \$47,662	Other: 1 Other

Sort Order	Goal Name	Star Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
22	SORT Infrastructure	2016	2020	Infrastructure Activities	Intensive Care Areas At-Risk Areas	Enhance Quality of Targeted Neighborhoods	General Fund: \$1,400,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 2000 Households Assisted
23	Administration for Shelter Plus Care	2016	2020	Homeless	Intensive Care Areas At-Risk Areas	Enhance Linkage of Housing with Support Services	General Fund: \$20,000	Other: 1 Other

Table 6 – Goals Summary

Goals Descriptions

1	Goal Name	Infill Housing
	Goal Description	
2	Goal Name	Major Rehabilitation
	Goal Description	
3	Goal Name	Exterior Rehabilitation
	Goal Description	
4	Goal Name	Emergency Rehabilitation
	Goal Description	
5	Goal Name	Accessibility Modifications
	Goal Description	
6	Goal Name	Voluntary Demolition
	Goal Description	
7	Goal Name	Homeownership
	Goal Description	

8	Goal Name	Homeownership Counseling
	Goal Description	
9	Goal Name	CHDO Housing Development
	Goal Description	
10	Goal Name	CHDO Operating Subsidy
	Goal Description	
11	Goal Name	Tenant Based Rental Assistance
	Goal Description	
12	Goal Name	Inmate Program
	Goal Description	
13	Goal Name	Program Delivery
	Goal Description	
14	Goal Name	Empowerment Projects
	Goal Description	
15	Goal Name	NIA Support
	Goal Description	
16	Goal Name	Anti-Blight Activities
	Goal Description	
17	Goal Name	Social Service Grant
	Goal Description	
18	Goal Name	Emergency Solutions Grant
	Goal Description	
19	Goal Name	Shelter Plus Care
	Goal Description	
20	Goal Name	Administration for CDBG
	Goal Description	
21	Goal Name	HOME Administration
	Goal Description	

22	Goal Name	SORT Infrastructure
	Goal Description	
23	Goal Name	Administration for Shelter Plus Care
	Goal Description	

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The City of Topeka will provide all services to individuals and households that are extremely low, low or moderate income families as required.

AP-35 Projects – 91.220(d)

Introduction

2017 Projects

#	Project Name
1	In-Fill Housing & Development
2	MAJOR REHABILITATION PROGRAM
3	Exterior Rehabilitation
4	Emergency Rehabilitation
5	Accessibility Modifications
6	Voluntary Demolition
7	HOMEOWNERSHIP
8	Homeownership Counseling
9	CHDO NON-PROFIT SET-ASIDE AND RENTAL REHABILITATION
10	CHDO OPERATING SUBSIDY
11	TENANT-BASED RENTAL ASSISTANCE
12	KDOC Affordable Housing
13	Rehabilitation Program Delivery
14	Empowerment Project
15	NIA Support
16	Anti-Blight Activities
17	Social Services
18	HESG
19	Shelter Plus Care
20	HOME ADMINISTRATION
21	CDBG Administration
23	SORT Infrastructure
24	Administration for Shelter Plus Care

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	In-Fill Housing & Development
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Infill Housing
	Needs Addressed	Increase Homeownership and Rental Housing
	Funding	CDBG: \$3,824
		HOME: \$13,535
	Description	Construction of new housing
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	One family will benefit from the construction of new housing.
	Location Description	City of Topeka limits
	Planned Activities	The City will partner with Habitat for Humanity to construct a new home. The City will do the construction and Habitat will place a home on the foundation.

2	Project Name	MAJOR REHABILITATION PROGRAM
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Major Rehabilitation
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$66,163 HOME: \$109,764 General Fund: \$33,500
	Description	Rehabilitation on homes that are owned in target areas.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	8 families will benefit from rehabilitation
	Location Description	City of Topeka limits
	Planned Activities	Owner-occupied homes will be rehabbed in target areas.
3	Project Name	Exterior Rehabilitation
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Exterior Rehabilitation
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$77,800 General Fund: \$33,500
	Description	Rental properties will be rehabbed in target areas.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	8 low income families will get their home rehabbed.
	Location Description	City of Topeka limits
	Planned Activities	Rental properties will be rehabbed in target areas.

4	Project Name	Emergency Rehabilitation
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Emergency Rehabilitation
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$233,146
	Description	Owner-occupied homes will be rehabbed that have concerns of immediate health and safety.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	50 low income families will benefit from emergency repairs to their home to help them remain in the home.
	Location Description	City of Topeka limits
	Planned Activities	Homes with immediate health and safety issues will be rehabbed to help homeowners remain in their home.
5	Project Name	Accessibility Modifications
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Accessibility Modifications
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$83,120
	Description	Homes will be rehabbed to help families gain access to their home or modifications to their bathroom.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	25 low income families will benefit from accessibility modifications.
	Location Description	City of Topeka limits
	Planned Activities	Modifications to homes will be made so families will be able to remain in their homes. Access to the home and bathroom modifications will be provided.

6	Project Name	Voluntary Demolition
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Voluntary Demolition
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$56,522
	Description	Blighted structures will be demolished.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	4 homes will be demolished to remove blight from the neighborhood.
	Location Description	City of Topeka limits
	Planned Activities	Homes will be demolished to remove blight from the neighborhoods.
7	Project Name	HOMEOWNERSHIP
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Homeownership
	Needs Addressed	Increase Homeownership and Rental Housing
	Funding	CDBG: \$30,676 HOME: \$177,587
	Description	Low income families will be assisted with rehabilitation on their newly purchased home.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	8 low income households will be assisted.
	Location Description	City of Topeka limits
	Planned Activities	Project will assist with homeownership by providing deferred 2nd mortgages to subsidize the purchase cost and the rehabilitation of homes for LMI households.

8	Project Name	Homeownership Counseling
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Homeownership Counseling
	Needs Addressed	Increase Homeownership and Rental Housing
	Funding	CDBG: \$42,890 General Fund: \$33,000
	Description	Counseling will be provided in regards to homeownership
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	220 LMI families will be assisted
	Location Description	City of Topeka limits
	Planned Activities	Project will support the Homeownership project and assist LMI households with pre-ownership and post-ownership training in English and Spanish
9	Project Name	CHDO NON-PROFIT SET-ASIDE AND RENTAL REHABILITATION
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	CHDO Housing Development
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	HOME: \$71,493
	Description	Project provide funds for the CHDO
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	1 LMI Existing housing
	Location Description	City of Topeka limits
	Planned Activities	Project provides funds for costs directly associated with administering the CDBG programs that rehabilitate residential housing units.

10	Project Name	CHDO OPERATING SUBSIDY
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	CHDO Operating Subsidy
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	HOME: \$20,590
	Description	Project will help support CHDO in housing development
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	1 LMI family
	Location Description	City of Topeka limits
	Planned Activities	Project will assist the CHDO with operational costs
11	Project Name	TENANT-BASED RENTAL ASSISTANCE
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Tenant Based Rental Assistance
	Needs Addressed	Increase Homeownership and Rental Housing
	Funding	HOME: \$35,985
	Description	Deposit assistance to LMI families
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	35 LMI families will benefit from assistance
	Location Description	City of Topeka limits
	Planned Activities	Deposit assistance will be provided to LMI families upon move-in.

12	Project Name	KDOC Affordable Housing
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Inmate Program
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$120,524
	Description	Provide funds to support Inmate crews to rehab homes
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	400 LMI families will be assisted
	Location Description	City of Topeka limits
	Planned Activities	Project will provide two crews minimum security women prisoners for the rehabilitation of affordable housing units and rehab sidewalks. Funds will be used for supervisor salaries as well as materials and supplies needed.
13	Project Name	Rehabilitation Program Delivery
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Program Delivery
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$394,321
	Description	Provide funds for administering the CDBG programs
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	All CDBG funded projects will benefit from this project.
	Location Description	City of Topeka limits
	Planned Activities	Project provides funds for costs directly associated with administering the CDBG programs that rehab residential housing units.

14	Project Name	Empowerment Project
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Empowerment Projects
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$137,890
	Description	Public facility grants
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	2447 LMI families will be assisted
	Location Description	City of Topeka limits
	Planned Activities	Public facility grants will be issued to neighborhoods to do small infrastructure projects.
15	Project Name	NIA Support
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	NIA Support
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$45,000
	Description	Support for neighborhood groups to improve capacity
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	44363 LMI people will be assisted
	Location Description	City of Topeka limits
	Planned Activities	This fund will assist in the operations of NIA's for newsletter mailings and other qualified activities.

16	Project Name	Anti-Blight Activities
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Anti-Blight Activities
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$60,000
	Description	Project will help support the clean-up of LMI areas
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	13,326 LMI families will be assisted
	Location Description	City of Topeka limits
	Planned Activities	Project will clean up all LMI areas by providing dumpsters for LMI Clean-ups and KDOC crews for public right-of-way.
17	Project Name	Social Services
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Social Service Grants
	Needs Addressed	Enhance Linkage of Housing with Support Services
	Funding	CDBG: \$136,823 General Fund: \$470,000
	Description	Project will fund agencies to help with youth, seniors, mentally ill, victims of domestic violence and other social services.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	1000 families will be assisted
	Location Description	City of Topeka limits
	Planned Activities	Social Service grants will be issued to agencies to help LMI families with supportive services based on their needs.

18	Project Name	HESG
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Emergency Solutions Grant
	Needs Addressed	Enhance Linkage of Housing with Support Services
	Funding	ESG: \$149,571
	Description	Project will help agencies provide emergency services
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	100 families will be assisted
	Location Description	City of Topeka limits
	Planned Activities	LMI families will be assisted with rent and/or deposit assistance to prevent homelessness
19	Project Name	Shelter Plus Care
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Shelter Plus Care
	Needs Addressed	Enhance Linkage of Housing with Support Services
	Funding	Competitive McKinney-Vento Homeless Assistance Act: \$1,445,925
	Description	Rent subsidy to homeless individuals
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	541 people will be assisted
	Location Description	City of Topeka limits
	Planned Activities	Rent and utility assistance is provided to homeless families who have a disability

20	Project Name	HOME ADMINISTRATION
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	HOME Administration
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	HOME: \$47,662
	Description	HOME administration to administer all HOME projects
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	All HOME projects will be supported
	Location Description	City of Topeka limits
	Planned Activities	HOME administration to support existing HOME programs
21	Project Name	CDBG Administration
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Administration for CDBG
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	CDBG: \$249,360
	Description	Assist with admin for all CDBG projects
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	All programs funded with CDBG will assist families
	Location Description	City of Topeka limits
	Planned Activities	Administration will assist with all CDBG projects

22	Project Name	SORT Infrastructure
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	SORT Infrastructure
	Needs Addressed	Enhance Quality of Targeted Neighborhoods
	Funding	General Fund: \$1,400,000
	Description	CIP infrastructure
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	LMI Neighborhoods will benefit from infrastructure
	Location Description	City of Topeka limits
	Planned Activities	Infrastructure activities in target areas to support neighborhoods
23	Project Name	Administration for Shelter Plus Care
	Target Area	Intensive Care Areas At-Risk Areas
	Goals Supported	Administration for Shelter Plus Care
	Needs Addressed	Enhance Linkage of Housing with Support Services
	Funding	General Fund: \$20,000
	Description	Administration to support SPC grant
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Administration for grant
	Location Description	City of Topeka limits
	Planned Activities	Administration support to help with Shelter Plus Care grant

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

As adopted by the Neighborhood Element of the Comprehensive Plan, the City’s goal is to commit up to 60% of annual Consolidated Plan funding for the neighborhood development activities into high priority *intensive care* or *at risk* neighborhoods or areas. Neighborhood development is defined as any combination of housing, economic, or capital investment that substantially leverages outside resources to advance the long-term revitalization of a neighborhood or portion thereof. Five-year funding targets are established to implement adopted neighborhood revitalization plans for each planning area. At a minimum, the total funds spent for housing development in high priority areas will be as indicated during the five-year period of this plan. With minor exceptions, spending in these areas will be concentrated in multi-block areas that have been strategically identified through a neighborhood/area plan process for multi-faceted housing in-fill development and rehabilitation. Efforts will also be made to substantially accelerate housing activities in one or more high priority neighborhoods in 2017 by drawing on unspent funds.

Geographic Distribution

Target Area	Percentage of Funds
Intensive Care- Areas	30
At-Risk Areas	30

Table 10 – Geographic Distribution

Rationale for the priorities for allocating investments geographically

Based on the neighborhood health model of *intensive care*, *at-risk*, *outpatient*, and *healthy* neighborhoods, treatment for neighborhoods should be based on a “continuum of care” approach. Those neighborhoods that are most distressed (*intensive care*) require the most intervention and therefore, will require sizeable resources and attention. But if all relevant resources are devoted to an *intensive care* area, an *at-risk* neighborhood or an unstable *outpatient* neighborhood may fall prey to blighting influences themselves. To avoid “pushing the blight around”, a four-pronged approach, or continuum of care, should be employed (the neighborhoods below are not inclusive of all neighborhoods in Topeka and do not represent an absolute commitment to funding).

Discussion

Based on the Strategic Plan, the City allocates its non-administrative CDBG and HOME to projects and activities that benefit low to moderate income people.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	330
Non-Homeless	15
Special-Needs	35
Total	380

Table 11 – One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	330
The Production of New Units	2
Rehab of Existing Units	35
Acquisition of Existing Units	0
Total	367

Table 12 – One Year Goals for Affordable Housing by Support Type

Discussion

The City of Topeka has recognized the need of homeless services based on information gathered from the Topeka/Shawnee County Homeless Task Force (HTF) and census data. The HTF involves agencies who are sub-recipients of ESG funds and others who are funded by the Continuum of Care. There has always been a level of assistance provided to address homelessness in the community.

AP-60 Public Housing – 91.220(h)

Introduction

The Topeka Housing Authority's mission is to successfully provide accessible, affordable housing. Success is defined as: Putting applicants, tenants and participants first; market competitiveness; and fiscal strength and integrity.

In general, THA is well respected in the Topeka community by elected officials, staff and provider agencies. In the past 5 years the stock of THA owned/supported housing has increased from 1,739 units to 2,079 units or 19.6%.

Actions planned during the next year to address the needs to public housing

Over the next year the Topeka Housing Authority hopes to increase the total number of Section 8 vouchers. Additionally, the THA hopes to increase their landlord base so participants have a better chance of finding affordable housing.

Another goal of the THA is to increase the number of employed adults by 5%, while taking affirmative measures to insure fair and equal access to affordable housing.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Topeka Housing Authority just received a grant from the Kansas Health Foundation which requires a resident lead initiative. This will be a new goal for the THA and one that will increase participation from the public housing residents.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Topeka Housing Authority is not designated as troubled.

Discussion

Currently the THA has 744 public housing units divided among 9 sites in Topeka. The oldest development was built between 1959 - 1963 and the newest developments were constructed in 2011. THA maintains our properties to the best of our ability with the funding that is available. Some of the older designed units are in need of being redeveloped and we are exploring and competing for different funding options to rehabilitate or reconstruct the older units. All THA units are part of a PHA plan.

DRAFT

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Topeka has implemented many successful strategies to prevent homelessness, encourage individuals living on the street to moving to housing, and provide services to those living in emergency shelter with the goal of successful permanent housing placements.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Topeka has a partnership with the Topeka Rescue Mission (TRM), which is the homeless shelter. The TRM has an outreach team that goes out every day to find and assess homelessness in the community. Once individuals have been identified as homeless an assessment of their needs is complete and appropriate referrals and guidance are provided. The City has routine contact with this outreach team and participates in the referral process when possible.

Outreach efforts are also recognized at the monthly Homeless Task Force meeting, which the City plays a large role. This meeting is attended by all service providers who directly work with the people who are homeless or near homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Topeka uses Emergency Solutions Grant funds to help provide Rapid Re-Housing to eligible participants for deposit and first month's rent. The City of Topeka allows 100% of the cost to be funded through ESG funds. No funds are spent beyond the deposit and first month's rent. When participants apply for homeless prevention, the City can pay up to 100% of the eligible costs to prevent homelessness. The participant can receive ESG assistance only one time a year to be eligible.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were homeless from becoming homeless again

The City of Topeka utilizes ESG funds for rapid re-housing. In addition, the City offers social service agencies approximately \$400,000 in funding, of which 2% is spent on emergency services. These emergency services help to fund additional rapid re-housing activities. The transitional housing agencies in our community are very aware of these funds to help individuals transition into permanent housing. The goal of all our transitional housing agencies is to transition all individuals immediately into permanent housing. Our CoC and ESG funded agencies give priority to chronic homeless individuals. Veterans are referred to the HUD VASH program, which has been able to successfully house all the homeless Veterans. Families with children are given extra services at the mission so they can successfully transition to permanent housing and not return to homelessness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City of Topeka uses both ESG funds and general fund money for Homeless Prevention. An RFP process goes out and local agencies can apply for prevention funding. Each agency is required to income qualify and enter each applicant in the HMIS. Homeless Prevention assistance is geared towards helping those from becoming homeless. The agencies work with the institutions to help people move into permanent housing and prevent them from entering into homelessness. The Emergency Aid meeting meets monthly to discuss who has available funding to help with prevention. The network of providers frequently discusses issue related to prevention and best practices for reaching other mainstream resources.

Discussion

The City of Topeka continues to monitor its goal to end homelessness in our community. It is well understood that this is a community effort and everyone must work together to maximize resources and to offer the best possible services.

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	
Tenant-based rental assistance	
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	
Total	

DRAFT

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The barriers To Affordable Housing are as follows:

Public policies affect the low to moderate income households more dramatically. An increase in the sales tax rate has a much more negative impact on low income households. This is due to a greater proportion of their income going to consumables and sales taxable items.

Demographics of the Community – The City of Topeka has a large majority of low to moderate income individuals. 21.1% of households are living in poverty compared to the US average of 15.4%. This makes affordable housing more difficult to acquire.

Quality Housing Stock – Homes of quality sell and rent at higher rates that are not affordable to our low to moderate income constituents.

Lending Practices and Qualified Applicants – All groups involved in providing affordable homeownership opportunities state the biggest reason for more affordable owner-occupied housing is not built or renovated is because of the lack of quality applicants. Too often, a low-moderate income household has excessive credit problems that limit their ability to obtain private financing on the open market.

Lack of a down payment is also a problem.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitation, and policies affecting the return on residential investment.

Despite new challenges associated with local and state economic conditions, the major Obstacles to comprehensively meeting the needs of a primarily low-income population are continuing underinvestment, and lack of job center locations.

The City of Topeka recognizes the need for more economic growth. Its collaboration with the Chamber of Commerce in getting new companies to locate in Topeka could help our low income constituents obtain and maintain employment. This effort will continue this year in effort to lower the unemployment rate.

Additionally, the City of Topeka will continue conversations with the Topeka Metro, the transportation agency, in helping low income individuals receive low fair pricing to ride the bus. Conversation is continuing and the city recognizes that a larger transportation route could be beneficial to the low income constituents.

Discussion

Although lending practices and qualified applicant are one of the toughest barriers to overcome, the City of Topeka will continue its efforts to help first time homebuyers with homeownership assistance.

AP-85 Other Actions – 91.220(k)

Introduction

To help remove obstacles to meeting underserved needs and improve service delivery, the City of Topeka will facilitate the existing relationships with social service organizations, disseminate news and information, eliminate duplication of effort, and spearhead community-wide solutions to local needs.

The City of Topeka will continue to support the use of HMIS technology by all homeless service providers as a way to link the various categories of services provided in the community. Finally, HND will work with its various departments and divisions to find opportunities for collaboration between programs to leverage resources.

Actions planned to address obstacles to meeting underserved needs

The major obstacle to meeting the identified needs is the lack of funding resources. Significant funding cuts in previous years have had an impact on all programming of funds.

Actions planned to foster and maintain affordable housing

The City of Topeka will continue to support of CHDO and nonprofits, such as Habitat for Humanity. These organizations provide affordable housing to the constituents. The City will provide funding for owner occupied and renter occupied rehabilitation to assist low income families with maintaining their homes.

Actions planned to reduce lead-based paint hazards

Rehabilitation projects require the use of formal paint testing, risk assessment and planning.

Additionally, the paint repair work requires the use of “trained workers”. Since the city has a very large amount of home that were built before 1970 it is imperative that we combat the issue of lead based paint within the scope of our work. The City collaborates with the state that has a grant for lead remediation. The city will continue this collaboration and explore other options.

Actions planned to reduce the number of poverty-level families

The City of Topeka will continue to combat the number of poverty-level families by supporting incentives to attract, retain, and expand businesses. Additionally, the city will support organizations and programs that provide job training, education, and placement services.

Actions planned to develop institutional structure

The City of Topeka staff will continue to coordinate with various social service agencies, government departments, and businesses, to find opportunities to better serve the citizens within the city. These relationships are integral in streamlining the implementation of our CDBG and HOME projects in a time of limited funding. Communication will continue to be the key in the success of the programs. The City of Topeka will continue to foster these relationships to improve the success rate of our programs.

Actions planned to enhance coordination between public and private housing and social service agencies

Although the City of Topeka does not own or operate any public housing development, it collaborates with the Topeka Housing Authority on housing issues.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

The City will adhere to all referenced regulations.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities.	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit person of low to moderate income. Overall Benefit – A consecutive period of one, two or three year may be used to determine that minimum overall benefit of 70% of CDBG funds is used to benefit person of low and moderate income. Specify the year covered that include this Annual Action Plan.	100.00%

Home Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows.

Not Applicable

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The resale provisions for a regulatory period in accordance with the "HOME Affordability Period" table are included in all funding contracts for homebuyer activities. These require that any resale of the property during the regulatory period must be affordable to a reasonable range of low income homebuyers who meet HOME income requirements and who will use the property as their principal resident. If this restriction is not met, recapture of the entire amount of the HOME investment is triggered. The resale provision is designed to assure that resale of property within the period of affordability be made only to income eligible households. For the homebuyer program the mortgage is a deferred loan, payable upon resale according to the following conditions. The Borrower hereby agrees to repay the principal under the following method: The Second Mortgage shall be partially forgiven by \$5,000.00, upon the conclusion of the homeowner's seventh year of ownership, with the balance due and payable upon resale.

3. A description of the guidelines for resale or recapture that ensure the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The homeowners must meet income guidelines and not pay more than 30% of their income towards housing costs.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Not Applicable

Emergency Solutions Grant (ESG)

Reference 91.220(I)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

The City of Topeka follows has many standards in regards to EG assistance. Homeless Prevention is provided to individuals who are not yet homeless but are near homelessness. Rapid Re-Housing assistance is provided to those who are already homeless. ESG funds are given to multiple agencies and they disperse fund abased on the required qualifications and on a first-come basis at each agency.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The HMIS is administered by the Community Resources Council (CRC). Each agency funded with ESG funds is required to enter services into the system. The CRC has policies and procedures for use of the system that each agency must adhere to. The CRC is monitored by the Homeless Task Force and any administrative procedures are created at this meeting. The City of Topeka currently is using the HMIS to make referrals to other agencies and to assess individual's needs.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

A request for proposal is sent out to the public to apply for ESG funds. The application reviewed by a committee and scored. Once the scores are established a recommendation is made to the Home Task Force (HTF), the governing body of the CoC. The HTF member's votes on whether or not to fund the ESG agencies. Once approved by the HTF, the recommendation is made to the full city council for approval.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The City of Topeka is governed by an elected body; it is not possible to provide for the participation of a homeless individual or formerly homeless individual. However, the City of Topeka is the lead agency of the Topeka/Shawnee County Homeless Task Force which is the governing body of the CoC. The HTF is responsible for all aspects of the CoC including the ESG policies and procedures. This body has several formerly homeless individuals in attendance and they have the opportunity to vote on matters.

5. Describe performance standards for evaluating ESG.

The Chairperson of the HTF annually appoints a monitoring committee. The monitoring committee is responsible for conducting the on-site review and assessing performance standards. Additionally, the monitoring committee meets quarterly to conduct on-site monitoring and establish the CoC funding priorities.

Discussion

The City of Topeka has a designated staff person to make sure the Department of Housing and Neighborhood Development is following all the federal and local regulations.

Final 2017 Consolidated Action Plan

*Target Area Funds

Description	CDBG	HOME	ESG	S + C	CIP/GF	SUBTOTAL	TOTALS	
HOUSING DEVELOPMENT							\$1,637,939	28%
In-Fill Housing Development	\$3,824	\$13,535.00				\$17,359		
Existing Housing Rehabilitation	-	-						
Major Rehabilitation	\$66,163	\$109,764			\$33,500	\$209,427		
Exterior Rehabilitation	\$77,800	-			\$33,500	\$111,300		
Emergency Rehabilitation	\$233,146	-			-	\$233,146		
Accessibility Modifications	\$83,120	-				\$83,120		
Voluntary Demolition	\$56,522	-				\$56,522		
Homeownership	-	-						
Homeownership -TOTO -(50%*)	\$30,676	\$177,587			-	\$208,263		
Homeownership Counseling (50%*)	\$42,890	-			\$33,000	\$75,890		
CHDO - Non Profit Set Aside	-	-						
Housing Development	-	\$71,493				\$71,493		
Operating Subsidy	-	\$20,590				\$20,590		
Tenant-Based Rental Assistance	-	\$35,985				\$35,985		
KDOC Affordable Housing	\$120,524	-				\$120,524		
Rehabilitation Program Delivery (60%)	\$394,321	-				\$394,321		
COMMUNITY DEVELOPMENT	-	-					\$137,890	2%
Empowerment - Public Facility Grants	\$137,890	-				\$137,890		
	-	-						
NEIGHBORHOOD SERVICES	-	-					\$105,000	2%
NIA Support	\$45,000	-				\$45,000		
Anti-Blight Activities (50%*)	\$60,000	-				\$60,000		
HOMELESS/SOCIAL SERVICES	-	-					\$2,072,855	36%
Social Services	\$136,823	-			\$470,000	\$604,999		
Emergency Solutions Grant	-	-	\$137,605			\$137,605		
Shelter + Care	-	-		\$1,330,251		\$1,330,251		
ADMINISTRATION	\$249,360	\$47,662	\$11,966	\$115,674	\$20,000	\$444,661	\$444,661	8%
CIP Neighborhood Infrastructure [*]					\$1,400,000	\$1,400,000	\$1,400,000	24%
						-		
TOTALS	\$1,738,059	\$476,616	\$149,571	\$1,445,925	\$1,990,000	\$5,800,170	\$5,798,345	100%
Sources of Funds								
Regular Programs (subject to Appropriations)	\$1,662,399	\$476,616	\$149,571	\$1,445,925	\$1,990,000	\$5,724,511		99%
Program Income	\$75,660					\$75,660		1%
Reprogrammed/Rolled Forward Funds - Prior Year						\$0		0%
TOTAL	\$1,738,059	\$476,616	\$149,571	\$1,445,925	\$1,990,000	\$5,800,171	\$5,800,171	100%

Targeted Program Funds		\$2,323,801	62%
Non-targeted Program Funds		\$1,403,515	38%
Note: 1) City Y&SS funds based on proposed City Manager's budget. 2)CIP \$20,000 Administration of Shelter Plus Care Program.			
Homeless/Youth & Social Services	These services are directed toward individual needs and are not part of the SORT targeting.		\$2,072,855