

Lawrence Community Shelter, Inc. (LCS)
UPR 2007 Application

a. At its meeting on March 14, 2006, the City Commission added a condition to the 2006 UPR for the Lawrence Community Shelter as follows: Develop a mechanism for communication with neighbors and the neighborhood association by working with the Community Cooperation Committee (CCC) appointed by the Community Commission on Homelessness and by developing a Good Neighbor Agreement describing responsibilities of both the LCS and neighbors.

Following the March City Commission meeting, the Lawrence Community Shelter held five public meetings at the Lawrence Public Library on April 15, 22, 27, October 16, and November 19, 2006. The chair of the Community Cooperation Committee helped to plan or facilitate these public forums and some other members of the CCC attended, in addition to LCS neighbors, board members and staff, and the general public. Additionally, the president of the LCS board of directors and the executive director met with the executive committee of the Oread Neighborhood Association (ONA) on April 12; and co-sponsored a community block party on June 16 attended by about 250 neighbors, LCS guests, city commissioners, and other interested members of the public. The Oread Neighborhood Association quarterly newsletter regularly publishes information about LCS supplied by the shelter director and ONA donated \$250 to LCS toward the cost of its new patio cover in the rear of the building. (see the attached copy of the Good Neighbor Agreement)

b. The City Commission also added the condition to the UPR to "Keep a log of police calls and level and type of concern".

See copies of logs attached. Names have been deleted for privacy.

c. The City Commission added the condition to the UPR to "Evaluate proper staffing levels for adequately meeting client and neighborhood safety needs."

The LCS currently has the following staff:

Paid directly by LCS	Director (f/t)
	Case manager (f/t)
	Night/weekend monitors (5 p/t)
	Operations manager (p/t)
	Administrative manager (p/t)
	Job coach (p/t)
Paid indirectly but supervised by LCS	Housekeeper (p/t)
	Admin/reception (p/t)
Paid indirectly/partially supervised by LCS	City funded outreach workers (4 p/t)
Volunteers supervised as staff by LCS	Volunteer coordinator
	Night shelter meal coordinator

The LCS could add the following positions further to meet client and neighbor needs:

Paid directly, indirectly, or volunteer	Alcohol and drug counselor (f/t)
	Receptionist (f/t)
	Administrative manager (f/t)
	Grounds & outside monitor (f/t)
	Nurse practitioner/health professional (p/t)
	Additional night/weekend monitor (p/t)

d. The City Commission added the condition to the UPR to “Keep a log of guests who obtain jobs and permanent housing.”

Housing – 27 people [names are not listed for privacy] were housed based on a variety of funding options including Section 8, TANF, SSI, and personal funds. Housing options range from units or funding under the Lawrence Douglas County Housing Authority to private landlords and roommate sharing. Because of the nature of the majority of people served by the Lawrence Community Shelter, most people housed were individuals although two couples, a family of three, and a mother and new baby were part of the number of placements. Many individuals and mothers with children stay with friends temporarily at times throughout the year but are not permanently housed.

Jobs – 21 people [names are not listed for privacy] found employment at some time primarily through the Back to Work project of the Lawrence Community Shelter. This is a job coaching program where individuals are referred by case managers to the LCS employment person for a full range of assistance from (1) defining the job goal; (2) to writing the resume and preparing for the job search; (3) to interviewing; (4) getting hired; and, (5) being accompanied by the job coach to and/or from the job for a period of time to resolve employment issues that may develop in the first period of working. Many individuals, primarily men, at LCS find seasonal employment in the construction industry, many work odd jobs in landscaping, and several work for the Salvation Army as Christmas bell ringers. These positions are not included in the count for this report unless the work was found as part of the Back to Work project.

e. The City Commission added the condition to the UPR to “Develop a method for resolution for problems created for neighboring properties.”

The process described above to reach out to the neighbors and to develop the Good Neighbor Agreement, in collaboration with the Community Cooperation Committee, combined with the generally positive publicity in the community and the LCS contact information published in the ONA newsletter, have helped to establish LCS in the public’s mind to the point that neighbors know who to call if there is a question about possible homeless individuals. During the past year, three neighbors have called LCS directly and in each case the LCS director was in the shelter and was able to respond within minutes.

- One call was about a man passed out in the back yard of a house in the 900 block of Tennessee Street, two blocks from the shelter. The man, who appeared not to be a student, was awakened and escorted off the caller’s property (a student group house). The man was not known to the shelter and has not been seen since. He had been drinking.
- Two calls came from neighbor Phil Hemphill at 937 Kentucky Street, directly across from the shelter. One call was about two men passed out/sleeping behind Hemphill’s garage. The LCS director responded, woke up the two men, one of whom was known to the shelter staff and the other was not, and escorted them off the property. The men had been drinking. Neither of these men has been seen again at the shelter.
- Two calls came from Kansas Advocates for Better Care, Inc. a small nonprofit housed in a four-unit apartment building at 913 Tennessee. There was evidence that people had been sleeping in the entryway of the building at night. The LCS director visited the building immediately upon being called, talked with the office staff person, and returned to the building several times at various hours over the next few

nights. No one was found in the space. The director also again put out the word at the shelter that people should not be sleeping in or on private property. A few days later, the same office called to report that four homeless appearing individuals were sitting on the outside steps of the building and blocking passage of its occupants. The LCS director went to the building, spoke with the four individuals, two men and two women, about sitting on private property, and moved them on to public space. The front of this building is a small/medium sized parking lot that is used by many people to pass between Tennessee and the businesses on 9th Street. The four people left without hesitation. The two men have subsequently been incarcerated and one of the women has left town. There have been no further reports of sleeping in the hallway or incommoding the steps. The Kansas Advocates tenant is trying to get the landlord to fix a broken front door lock to secure the interior hallway.

(see the attached copy of the Good Neighbor Agreement)

f. The City Commission added the condition to the UPR to “Develop a monetary list of measures that would keep the shelter safe and well-staffed and suggestions for government assistance and community fundraising.”

There are several substantive issues that are under discussion by the board of the LCS and the Community Commission on Homelessness that affect the safety, the staffing, and the funding of the LCS. Key among these concerns is the building that houses LCS. It is not designed to be a shelter; is too small for the many demands being placed on it for day and night services and programs for people experiencing homelessness; and is working to meet multiple needs of the homeless and broader Lawrence community which ideally would be dealt with in different settings rather than the overlapping situation in the current building. The main example is operating a drop-in center with its more open inherent structure and services versus the controlled environment of a shelter. A monetary list of measures to meet this UPR condition would include:

- a new location for the shelter in a new or renovated building – estimated \$2.75 million – with suggestions for government assistance and community fundraising
 - this building would be paid for with a mix of private and public funds aiming to utilize sources of existing foundation, individual, and federal government funding
 - continued operational and maintenance funding would be structured on precedents the City of Lawrence and Douglas County have with other organizations such as Bert Nash Community Mental Health Center and the Lawrence Arts Center with local and federal government assistance for ongoing utilities, insurance, maintenance, 24/7 coverage, etc. and some staff assistance
- additional staffing of (see also item c above)
 - full time outside monitor to observe and control the exterior activities of the building – estimated \$30,000 plus benefits
 - a fence around the building – estimated \$50,000
 - additional part time night/weekend monitor – \$22,000 plus benefits
 - other staff as described in item c above as funding comes available

- community fundraising would continue to be built on the fundraising plan in place at the Lawrence Community Shelter that includes
 - semi-annual major fundraising events – Chocolate and Tea at Three in November and Dinner and Dancing at Dusk in April
 - smaller events through the year – e.g., Art in the Park Pie Sale in May
 - quarterly or bimonthly newsletters to the LCS mailing list with return donation envelope
 - foundation proposals to private and religious funding organizations
 - individual donations from small to major contributors based on personal visits, letters, friends of friends, public speaking, etc.

Lawrence Community Shelter (LCS)

Police Calls Log

Date/Time	Reason	Response	Caller
1-8-05	Failure to Cooperate	Escorted off property	JP
* 1/13/05	3 people tearing down meters on 10th street - spotted by [redacted]	Police found offenders, James/Dad them, Carl & Dora gave statements	Carol Pilot
1/21/06	[redacted] fell & had a seizure on his head (injured by) intoxicated	taken to LMT (ambulance), stitched, came back	Stephen
1/30/06	NON-EMERGENCY - LETTING POLICE KNOW THAT [redacted] WAS OUT AND ABOUT - FAIRLY VOLITILE	UNIT CAME BY TO TELL ME TO CALL AGAIN IF HE SHOWED UP	Stephen
2/19/06	Drinking on property (2 persons) Refused to cooperate re move size prop (2 person) Violent person (1) as per monitor	Res ponded looking for person already left	JP
2/23/06	Violent person Damaged property threatened guests as staff with harm and death Refused to leave	Res ponded looking for person already left	JP
2/24/06	[redacted] come in beaten up & called police	talked to [redacted] took her to the hospital	Dont Higgins Kenneth Newman
* 2/25/06 7:45 am	Reported men trying to get in [redacted] when from guest said that man who beat up [redacted]	Police responded - talked to [redacted]	JP
7:00	Fight in the alley	Arrested one co-tenant for disorderly	JP
4/10/06 8:05	medical [redacted] was I/I call	Transported to LMT	JP
4/11/06	NON EMERGENCY CALL - REQUESTED BY [redacted]	POLICE ARRIVED - SPIKE WHEELER THEN LEFT	82
* 4/27/06 (2)	[redacted] threatening [redacted] with a knife Death threats - across the street at LINK 345 am	Police arrested [redacted]	82
* 4/28/06 (2)	Altercation at [redacted] YON ON 10th. [redacted] asked [redacted] to call	Police spoke w/ [redacted] [redacted]	Spotted/DE
5/1/06	People on the wall Drinking	Escorted off property	JP
5/4/06	[redacted] Refusing to leave when banned	issued no trespassing warning	JP
5/27/06 (2)	[redacted] wanted to go to LMT for pain [redacted] walked to ambulance - had	[redacted] walked to ambulance - had	JP

* NOT LCS related

① 911

② Dispatch

in upper abdomen

to LMT

Lawrence Community Shelter (LCS)

Police Calls Log

Date/Time	Reason	Response	Caller
1-10-06 10:20am	Medical ([REDACTED])	taken to LMH	Victoria Gr. Volunteer
1/12/06	medical ([REDACTED]) seizure	taken to LMH	William Reif
1-14-06	Medical ([REDACTED]) suicidal	taken to LMH	Kelly Jentley
1-14-06	Guest Conflict (threat)	Caller left	Richard E.
1-14-06	Guest Dispute ([REDACTED])	Both were cited w/ Battery	Stephen E.
1-15-06	Guest Concern ([REDACTED])	Police Assist; they spoke to client	Kelly H.
	→ See incident Report, K.H.		
1-21-06	Medical ([REDACTED]) client	taken to LMH	Kelly H.
1-21-06	Medical ([REDACTED]) client requested ambulance	taken to LMH	Kelly H.
1-22-06	Stolen Bike Report ([REDACTED])	client requested police presence	Kelly H.
1-29-06	Medical ([REDACTED])	taken to LMH	Lisal.
2-5-06	Knife incident ([REDACTED])	911 call	Dianne M.
2-2-06	Car wreck 10th Kentucky (no guests involved)	Police arrived	Chris F.
2/17/06	Fight between [REDACTED] + [REDACTED]	Police arrived	Brian K.
2/22/06	[REDACTED] yelling in parking lot	Police arrived left shortly	City worker
2/2/06	[REDACTED] reported to steal [REDACTED] fuel stamps	[REDACTED] left w/ Police	Josie S.

Lawrence Community Shelter (LCS)

Police Calls Log

Date/Time	Reason	Response	Caller
3/15/05	Called to report [redacted] on the sidewalk	Police came, but he left	Brad
3/15/05	Called to report [redacted] on the sidewalk	no trespass warning given	Loring
3/24/05	Called to report a fight between [redacted]	Police came	Brad
3/24/05	Called to report a fight outside [redacted]	Police came, no trespass given	Brad
4/3/05	Call to report an argument between [redacted]	Police arrived, calmed the situation	Addie Cook
4.8.06	Medical: [redacted] passed out in alley for at least an hour. Refused care	ambulance came [redacted]	Kelly H.
4.29.06	[redacted] passed out in middle of parking lot	Police paramedics came - refused treatment	Luke
4.29.06	[redacted] and [redacted] were fighting across the street	Police responded, no arrests	Luke
5/18/06	[redacted] passed out in the parking lot [redacted] had a seizure	tuk [redacted] away [redacted] stayed here	Brad
5/23/05	[redacted] threatened to harm herself	tuk her to the hospital	Rosemary
6/3/06	[redacted] trespassing	he was gone by the time they got there	Luke
6/10/06	[redacted] threatening to burn herself and scratched her face	Police talked to her outside	Luke
6/16/06	[redacted] trespassing	issued no trespass warning	Luke
6/11/06	Medical: [redacted] felt he had heat exhaustion	taken to the hospital	Luke
6/12/05	[redacted] on the property	Arrested on the property	Joel
6/14/05	[redacted] yelling	[redacted] was arrested	Loring

Lawrence Community Shelter (LCS)

Police Calls Log

Date/Time	Reason	Response	Caller
5/1/06 8:30	██████████ was causing trouble	They escorted him off property	SW
6-18-06	██████████ had long lasting seizure	EMS transported patient	MTA
7-26-06	refused to leave br	police call - 2 week ban	MTA
8/25/06 2:30a	██████████ angry + manic - asked police to get on him - called dispatch not 911	he returned much calmer - called dispatch to notify	DRB
7/2/06 12:30a	██████████ asked me to call - he was bleeding profusely from his nose from being hit	EMS took him to hospital - police spoke w/ group of steps	DRB
7/10/06	Called for ██████████ Trespass & trouble	They took him away	SR
7/18/06	Called because ██████████ asked me to - getting accosted	They didn't catch perpetrators	SR
7/13/06	Called ██████████ dealing drugs	Police No showed	SR
7/14/06 X2	dispatch, not 911 Called about fight slightly off prop.	police came	DRB
7/23/06	██████████ asked to call her friend but called 911 "to get her meds back"	officer Lindsey came sent another officer to look for meds	Deana
"	██████████ asking repeatedly to go to the hospital - called dispatch	officer ██████████ took ██████████	DRB
7/30/06	██████████ intoxicated, excited, NOT staying off of the property	arrested (I didn't press any charges, I think he had warrants)	DRB
7/31/06	██████████ Passed out in alley	Police moved him from alley to parking lot - were very busy	SR
7/31/06	██████████ kid with Possum (opposum?) And two animal rights people accosting him	They took off, before police arrived to deal with ██████████	SR
7/31/06	Recall to ██████████ if they were coming back to deal with them	they moved ██████████ to the alley	SR
8/7/06	called on ██████████ trespass	Responded and arrested	SR

or was on parole

Lawrence Community Shelter (LCS)

Police Calls Log

Date/Time	Reason	Response	Caller
6/15/06	██████████ threatened suicide	Police took him to the hospital	Brad
6/17/06	██████████ had a seizure	Ambulance took her to LMH	Luke
6/24/06	██████████ refusal to leave property	issued NO trespass warning and taken into custody	Luke
6/26/06 5:20 pm	██████████ weird statements	LPD responded - Talbott and determined NO PRO	MA
6/26/06 7:45 pm	██████████ in alley by ██████████ heart pain	EMT took her to hospital	not
7/1/06	██████████ called 911 and said she felt she was having a seizure	EMT took her to LMH	Luke
7/4/06	██████████ threatened	LPD came + talk to B - banned	MA
7/8/06	██████████ on property	LPD saw him on property but did not make contact	Luke
7/9/06	██████████ fell and hit his head	EMT responded but ██████████ refused treatment	Luke
7/9/06	██████████ on property	LPD responded but he had left the property, they said they would look	Luke
7/15/06	██████████ Medical	taken to LMH	Luke
7/20/06	██████████ freaking out	Police talked to her	Brad
7/22/06	██████████ disruptive	issued citation for disorderly conduct case # 02-06-002	Luke
8/6/06	██████████ suicidal	LPD took him to LMH	Luke
8/8/06	██████████ Can't breathe	ambulance took her away	Kenny
8/9/06	██████████ said ██████████ threatened him	Cops came	Quincy

Lawrence Community Shelter (LCS)

Police Calls Log

Date/Time	Reason	Response	Caller
8/14/06	10 people partying in the alley	Police arrived - most had dispersed already - Jasse talked to [redacted] & was arrested.	DE
8/14/06	[redacted] reported taking 10 Depakote	ambulance & police arrived - spoke w/ [redacted]	SE
8/24/06	Luke couldn't get [redacted] and [redacted] to leave after drinking [redacted]	Police issued notices & warnings to [redacted] & [redacted] Escorted by off. P.P.P.	MR
9/2/06	Property [redacted] would not leave	2 cars - told him he could not be in the alley or on way	LH
9/16/06	[redacted] said he was battered and requested I call the police	Police Responded	MR
9/27/06	[redacted] fell & hit his head on the concrete	Ambulance came along w/ off. Reed - taken to UTH	DE
9/27/06	[redacted] was too intoxicated to walk		officer Reed
10/04/06	[redacted] stop sign @ 10th & Vermont	Police came, put sign back up	DE
10/07/06	[redacted] almost wrecked w/ stop sign	Police arrived - no one arrested	DE
10/07/06	[redacted] fist fighting		
10/18/06 X2	called dispatch to get a police escort for [redacted] for salvation army	Police met Sharon thru [redacted]	DE
12/02/06 12:30	[redacted] called police on [redacted] for disturbing her	Police came & took [redacted]	DE
12/02/06 1:20	[redacted] returned to the van - he went her for the 1st call - the spoke w/ [redacted] again -		Barb
12/08/06	[redacted] ranting & howling in the alley. Very abusive.	[redacted] took off asked dispatcher to disregard call.	JB
12/9/06 9:10p	man abusing a woman on A. St. forced her into a truck.	Police apprehended the man.	JB
12/9/06 9:55p	[redacted] highly agitated, standing in the alley yelling & crying.	Police talked to her & we got her back inside.	JB
12/12/06 2:15	[redacted] CAUSING DISTURBANCE	POLICE MOVED HER OFF PROPERTY AND ISSUED 2ND TRAFFIC	SK

Lawrence Community Shelter (LCS)

Police Calls Log

Date/Time	Reason	Response	Caller
8/17/05	[redacted] intoxicated, refused to leave	the cops came she left	Brad
8/17/06	at about 7:50, [redacted] drank beer out on ground called police for public drinking - [redacted] & [redacted]	no police as of 15 minutes later	LPH
8/25/05	[redacted] on the East Park	Police arrested him	Brad
8/26/06	[redacted] after drinking on property & refused to leave	Police arrested [redacted], gave Rick a no trespass warning	Luke
8/26/06	[redacted] trying to break into [redacted] car	Police no show after 50 min	Luke
9/11/06	Crack/Cocaine found outside	Police call	Brad
9-10-06	[redacted] fell & hit his head on steps at LINK	Police Call	Luke & BABS
9-11-06	[redacted] was drink profane and throwing and hitting chairs he refused to leave	Police & sheriff responded arrested [redacted] on warrant	JP
9-11-06	[redacted] had a seizure Ambulance called	Ambulance transported 1:40 pm	JP
9/13/06	[redacted] took a knife + appeared unstable	Police arrived + found her	Step
9/14/06	[redacted] Shaking & crying	Ambulance arrived + took her	Brad
9-16-06	[redacted] took 6 antidepressants + some unknown pills	Police & ambulance came to LCH	Barb
9-16-06	[redacted] who has a 2 pk ban & warrant out for her.	cops came & took her away.	Barb
9/17/2006	[redacted] was having breathing problems. requested the ambulance be called	Paramedics checked her out everything was OK. She stayed in clinic	Minnie
9-24-06	[redacted] called Police after feeling harassed by [redacted] & [redacted] who threatened to shoot her.	Police escorted [redacted] off LCS Property.	Barb
9-26-06	[redacted] on property - 2nd time after he was told to leave	Police came - [redacted] off property	Mary

Police Calls Log

Date/Time	Reason	Response	Caller
9/27 5:45	[redacted] hurt herself driving fast	ambulance came - transported to UMH	Mary
10/2	[redacted] threatened to harm herself	police arrived, talked w/ her	Brad
10/2	[redacted] pulled a knife on Ray	SOP arrested [redacted] for aggravated assault	Brad
9/20	[redacted] Driving Drunk	Police Arrested [redacted] for DWI	Dustin
10/12/06	[redacted] + [redacted] (1 week ban) [redacted] called LPD after [redacted] refused to leave	Police called after [redacted] refused to leave	Mary
10-14-06	[redacted] tried fondling her & tried to pick a fight	Police arrested [redacted]	Barb
10-15-06	[redacted] altercation, [redacted] arrested, [redacted] treated	Medical + Police	Dustin
10-16-06	[redacted] made 3 calls to police - about 6:15 & 6:45 re threat from [redacted]	[redacted] to report [redacted] threatened her + another	Sasha
10-22-06 / 1:15p	[redacted] threw [redacted] to the ground, right off property / Police called	Police - non-arrest	Dustin
10-22-06 / 7:00p	[redacted] - apparent delusional/paranoia. Police called, [redacted] left for 6:15s	Police - non-arrest	Dustin
10-23-06 / 6:15pm	[redacted] + [redacted] fought a argument between [redacted] + [redacted]. [redacted] choked [redacted] down.	Police arrived - [redacted] found [redacted] took him to jail.	Barb
10-29-06 / 9am	[redacted] fell down and an officer was flagged down (no actual call)	Medical - taken to hospital.	Nusrin
10-30-06 7am	[redacted] was chesting [redacted] about coupon he said [redacted] took	Police came, [redacted] had already left	Mary
11-5-06 6:39 pm	[redacted] threatening to beat up [redacted]	Police called, no arrest	OA
11-5-06 7:23 pm	Fight [redacted] + [redacted]	Police called, Both Arrested	RA
11-6-06 12:30 pm	[redacted] with a hand injury.	Ambulance called. Taken to UMH	JB

Lawrence Community Shelter (LCS)

•Police Calls Log

Date/Time	Reason	Response	Caller
11-6-06 6:50 pm	fight between [redacted] & [redacted]	LPD came, no arrests 30 day ban	MH
11-10-06 8:00 pm	[redacted] - unresponsive	Ambulance transport to LMH. 2 wk ban.	JB
11-11-06 12:42 pm	[redacted] felt homicidal	left peacefully with officer	JB
11-16-06 8:40 am	[redacted] Aisling	Ambulance transport	JB
11-18-06 1:00 pm	[redacted] called 911, saying shd been in a fight.	Ofcr came, listened & left.	JB
11-24-06 9:45 pm	[redacted] not willing to leave bathroom.	non-emergency, police helped [redacted] leave	MH
11-24-06 6:05 pm	[redacted] drunk & refusing to leave.	Ofcr. escort off property	JB
11-25-06 11:30 am	[redacted] banned & refusing to leave property.	Found by ofcr. off property & issued a trespass warning	JB
11-25-06 2:52 pm	[redacted] - trespass warning violation	Handcuffed & taken to jail	JB
11-27-06 3:16 pm	non-emergency call to PD about a crowd drinking in parking lot off property.	Ofcrs came by a crowd dispersed	JB
11-28-06 9:45 am	[redacted] called police, was in a fight on property with [redacted]	no arrests. Tickets issued to both	JB
11-26-06 6:00 p	[redacted] police call taken to LMH incident	no arrests, [redacted] taken to LMH	DA
12-1-06 6:55 pm	[redacted] drunk & belligerent & refusing to leave.	no arrests. Has to stay off property till tomorrow.	JB
12-4-06 3:33 p	[redacted] feeling like he needs to hurt himself, Police called [redacted] to talk	non arrest, police escort to LMH	DA
12-17-06	[redacted] police call, disturbance + threats of harm to others	Police Arrested	DA
12-23-06	[redacted] fight	left peacefully w/ officer	DA

* Police Calls Log

[illegible]

Police Calls Log

[illegible]

Police Calls Log

[illegible]

Lawrence Community Shelter Public Forums

The Lawrence Community Shelter (LCS) Board of Directors invites you to attend its public forums on homelessness. These forums are an effort to nurture community acceptance of supportive programs and aid to assure a compassionate community for all.

The purpose of these forums is

- to educate the community on the population served by the LCS
 - to share open and honest communication
 - to inform each other of concerns
- to work with the Community Cooperation Committee, neighborhood associations, and individuals
 - to develop a plan to address concerns

SATURDAY, APRIL 15, 1:00 p.m.

SATURDAY, APRIL 22, 3:30 p.m.

THURSDAY, APRIL 27, 6:30 p.m.

Lawrence Public Library Auditorium

707 Vermont, Lawrence

Don Huggins, Chair, Board of Directors

Loring Henderson, Executive Director

Lawrence Community Shelter, Inc. (LCS)
214 West 10th Street
Lawrence, KS 66044
785-832-8864 (o) 785-331-2147 (fax)
cdic@sbcglobal.net

**GOOD NEIGHBOR AGREEMENT
BETWEEN
LAWRENCE COMMUNITY SHELTER, INC. (LCS)
AND
ITS NEIGHBORS**

The Lawrence Community Shelter, Inc. (LCS), renting property at 214 West 10th/944 Kentucky Streets, is a non-profit organization that provides safe shelter and comprehensive support services and programs that provide a path to a positive future for people experiencing homelessness and people who are at risk of homelessness in Lawrence, Kansas.

The neighbors of the LCS include residents of the Oread Neighborhood Association, and other renters, businesses, and owners within a reasonable distance of LCS.

All parties to this Good Neighbor Agreement share a common desire to:

- Maintain a peaceful, safe, and clean neighborhood
- Share open and honest communications
- Help each other address concerns and solve problems
- Offer public service for the benefit of the neighborhood, the homeless community, and the Lawrence community at large.

This document is a road map to further communications, it is not a final document and is not a specific list of management decisions. In order to accomplish the Good Neighbor Agreement goals, the parties to the agreement are united in support of the commitments described below:

1. Property

LCS has a responsibility to keep its property well-maintained. It is desirable for LCS, property owners, and residents to show pride in the community by caring for public spaces, and by assisting in maintaining and improving the landscape. In order to maintain property at the highest possible condition,

The LCS will:

- A. Intervene to maintain civilized behavior from all persons on LCS property, including drunkenness, fighting, and inappropriate congregating, sitting, or lying down on LCS property
- B. Insure that bicycles are parked at the LCS bicycle rack
- C. Prevent animals from staying on the LCS property and being tied to trees or porches
- D. Remove litter and other contributions to blight from LCS property
- E. Prohibit extended parking of seldom used or broken-down vehicles on LCS property
- F. Conduct monthly LCS neighborhood clean-up tours
- G. Encourage guests of LCS to use the rear patio as much as possible

The neighbors will:

- A. Make note of the condition of the building and grounds, and report to the LCS when property issues require attention
- B. Help develop and participate in volunteer activities to maintain the attractive neighborhood

2. Safety

Safety and security are essential for citizens to live peacefully and free from harm, and for neighborhoods to remain desirable and attractive. Property owners and residents share the responsibility of creating and maintaining a safe and secure neighborhood. In order to promote safety and security for all residents of the neighborhood, including guests of the shelter,

The LCS will:

- A. Maintain communications with the Community Cooperation Committee, city officials, and neighbors concerning security measures on LCS property
- B. Maintain existing LCS procedures for deterring harmful situations and respond promptly and firmly with in-house consequences
- C. Notify police when disruptive or illegal behavior occurs on LCS property
- D. Ensure that trespassing on neighbors' property by LCS guests is posted as not acceptable and is handled within the Actions and Consequences procedures of the LCS
- E. Maintain the policy of "no intoxication on LCS property during the day time"

The neighbors will:

- A. Provide comments and suggestions for improving safety at the LCS.
- B. Review semi-annual summary reports of neighbor complaints to LCS
- C. Disseminate the quarterly reports through the Oread Neighborhood Association, Lawrence Association of Neighborhoods

3. Communications

Communication between the LCS and the neighboring community is important to develop and to maintain positive relationships. Progress reports help make the community aware of positive developments and efforts to achieve success. Awareness of upcoming events offers the community ways to interact with residents and staff, and helps both parties become more integrated. Methods will be established to ensure routine communications, feedback, and monitoring of this agreement. In order to promote communication between the program and the neighborhood,

The LCS will:

- A. Ensure the anonymity, if requested, of communications from neighbors
- B. Support efforts of the Community Cooperation Committee to develop community-wide plans for dealing with concerns off LCS property
- C. Quarterly reports of LCS program activities, and outcomes and responses to neighborhood concerns will be provided to the Oread Neighborhood Association and Lawrence Association of Neighborhoods for further dissemination
- D. Hold semi-annual public meetings for the community at large to review the Good Neighbor Agreement and other LCS reports
- E. Publicize contact information to register comments and concerns with the LCS director
- F. Respond promptly to neighbors concerns regarding use of and activities on LCS property
- G. Provide follow-up response to neighbor involved with reported problem on action taken
- H. Document and report positive outcomes of neighborhood meetings and concerns
- I. Provide notice of upcoming events and invite the community when appropriate
- J. Encourage use of the word "neighbor" to refer to LCS guests as well as residents of homes near LCS. All people at LCS to be considered responsible neighbors.

The neighbors will:

- A. Encourage community attendance at events
- B. Meet with the LCS at semi-annual gatherings
- C. Monitor progress and commitments within this agreement and offer suggestions and advice
- D. Serve as a vehicle for communications
- E. Notify LCS of repeated issues
- F. Seek resolution of community concerns
- G. Volunteer at LCS for, at least, one hour annually

4. Changes to Agreement

This agreement may be changed or modified from time to time upon mutual agreement of the LCS and a public process with its neighbors. The Good Neighbor Agreement is always a work in progress.

How to contact LCS director and staff:
 Website – www.lawrenceshelter.org
 Email – loring@lawrenceshelter.org
 Mail – 214 West 10th Street, Lawrence, KS 66044
 Telephone – 785-832-8864

Signed:

[illegible]