

Quarterly Neighborhood Performance Report - Quarter Two (November-January) Due Feb. 10

Neighborhood_ Brook Creek

Emily Winters, Coordinator

2/10/18

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Each Neighborhood is required to have at least quarterly meetings. (minutes must be attached.)

Meeting Date #1 Dec 6

Minutes Attached? Y

Meeting Date #2 Jan 10 (board only)

Minutes Attached? N, planning meeting

Meeting Date #3 Feb 7

Minutes Attached? will send when complete

How was the neighborhood notified of the meeting(s)? (check all that apply)

email Y

newsletter Y

other announcement? (please specify) website, facebook, e-news, nextdoor

Officer elections this quarter? (if so, attach list of new officers)

Yes

Each Neighborhood is encouraged to produce regular newsletters.

Date of Newsletter None

Copy Attached? (required) _____

Also to be attached: _____

Neighborhood activity list for the quarter, including method of notification as well as estimated attendance. (Required)

Best practices in regard to neighborhood events that can be shared with other neighborhood associations. Provide information on outreach, event, and outcome. (recommended)

Any other information your neighborhood association feels will be information that will help to provide a clear view of your neighborhood associations accomplishments. (recommended)

Brook Creek Neighborhood Association
Meeting Minutes, DRAFT, 1 November 2017
(by Michael Almon, Secretary)

Present: Melissa Fahrenbruch (President), Byron Wiley (Vice President), Michael Almon (Secretary), Ron Bishop, Emily Winters (Coordinator), two other BCNA members, and three members of the public.

Special guests: Nick Ward, J.P. Redmon, and a third person, all from Lawrence Skate Association, as speakers.

Agenda: Melissa distributed an agenda which we approved.

Introductions: Melissa asked everyone in the room to introduce themselves.

Minutes of prior meetings: The October minutes were presented.

Action taken: Motion to approve by Ron, 2nd by Melissa. Approved.

Treasurer's report: Jenna was absent, but had reported bottom line totals for 1-31 October 2017. There appeared to be a \$30 deposit unaccounted for, so we deferred this until the December meeting.

Action taken: October Treasurer's report deferred until December.

Guest speakers: Nick Ward spoke for the Lawrence Skate Association, which has five people in leadership roles, and about 15 other members. He described the current plan to convert the old basketball court in Edgewood Park into a DIY skateboard park. He said that the Bike Polo group no longer wants to use it, so the LSA has been working up a plan with the Parks & Recreation Department. They will have a memorandum of understanding (MOU) with the City about DIY construction, insurance, lights off timing, etc. for the term of 1-3 years. When they have a draft, BCNA can provide input, and they'll give us a copy of the final MOU. They also talked with all the neighbors in the cul-de-sac next to the facility, and only one person was negative about it. They also talked with the Lawrence Housing Authority (Edgewood Homes) to set up a children's training program. Nick said that there could be 60 or more users of the skate park, though typically it's 8-10 at a time. We asked them to poll the cul-de-sac neighbors again to get support in writing, and they said they would.

Coordinator Report:

Emily said the CDBG Grant proposal is due by 1 December. She's been working on it, adding more content and funding justifications. She's adding a description of the low-moderate income character of our neighborhood, and listing some fund-raising events for grant matching funds. She doesn't have budget numbers yet, but she'll send us a copy when a draft is ready.

If a Federally funded organization or community has 1% or more of the population speaking a language other than English, the organization must provide printed materials that are bi-lingual. In Lawrence's case, Spanish would be the language of concern, but the number of Spanish speakers is at 0.8%. If we reach that threshold, and an organization has limited resources for printing, they can appeal for assistance.

We will have funds for only two newsletters, unless we can raise money through events or advertisements. The printing cost for an eight-page newsletter is not much more than for a four-page one. We will print a Spring edition to highlight the park and creek clean-up, and gear up for it beginning in late February-early March. We will print a Fall edition to highlight our picnic and back to school, and gear up for it beginning in July. A newsletter to publicize the December election won't work, because candidates aren't known until our November meeting. A postcard mailing for the election would cost almost as much as for a newsletter.

December BCNA Board elections:

The Nominating Committee of Byron, Ron, and Michael had no success finding new candidates. Melinda is willing to run again as a Director, but will retire from being our rep to the Lawrence Association of Neighborhoods (L.A.N.). It's possible some potential Board candidates would accept nomination from the floor, or maybe as L.A.N. rep. After consideration, Tom Bogardus accepted our nomination as a Director. Up for election to two-year terms are Andrea Repinsky and Melinda Henderson. Ron is halfway through his two-year term. Our current officers will run for re-election: Melissa Fahrenbruch (President), Byron Wiley (Vice President), Jenna Coker (Treasurer), and Michael Almon (Secretary). Melissa requested we send her bios, or changes to our existing bio. Michael will print ballots.

Anticipated action: candidates will send Melissa bios, or changes to bios.

Anticipated action: Michael will print ballots.

East Lawrence Community Center site plan:

When the East Lawrence Community Center site plan first came out in August, we objected to their connecting the new parking lot to the small residential 16th St. We checked with the Planning Office who is in charge of site plans, and they said that City Code requires access to be onto a Collector street, not a residential street. They told Parks & Recreation to delete that 16th St. connection. So we asked P & R to widen the existing entrance, or add a second entrance west of the building onto 15th St.

A revised site plan was released late-October without either driveway changes, and also with a landscaping plan with many non-native and/or invasive trees and shrubs. We have nine days to appeal the site plan, the deadline being two days after tonight's meeting. We decided for Melissa to send an appeal letter listing three concerns: the non-native plants, the vehicle access and circulation, and the item that indicates "no communications received", even though we had met with them frequently and written frequently.

Anticipated action: Melissa will send an appeal letter to the Planning Office for the East Lawrence Community Center site plan.

Nature Area Management Plan:

After a full year since we requested a Nature Area Management Plan for the Brook Creek woods, Parks & Recreation has finally placed it on their Advisory Board agenda. It will be on Tuesday, 14 November, 12noon, at the P & R offices in South Park. The plan had sat in the City Attorney's office for that year, waiting for a legal opinion on the feasibility of such a plan. That opinion will be available before the meeting.

Anticipated action: we will have someone at the Advisory Board meeting.

Success By Six at K.U.:

After the grant application didn't get approved, Prof. Stacey White in the K.U. School of Public Affairs has made it a longer project in her Winter semester. She has expanded the scope of consideration to include all ages and demographics.

Meeting adjourned

Brook Creek Neighborhood - 2nd Quarter Report 2017-2018

**Neighborhood activity list for the quarter, including method of notification as well as estimated attendance.
(Required)**

- December business meeting and Holiday party
 - notification by newsletter, email/e-news, Facebook, and Nextdoor
 - 15 in attendance
- January Meeting was a board only planning meeting
- February business meeting
 - notification by newsletter, email/e-news, Facebook, and Nextdoor
 - 7 in attendance

Best practices in regard to neighborhood events that can be shared with other neighborhood associations. Provide information on outreach, event, and outcome. (recommended)

- Continued E-news every Tuesday , we currently have 111 subscribers.
- We continue to encourage neighbors to utilize our LISTSERV to communicate with each other in an informal, electronic way. We currently have 69 members enrolled.
- We continue to provide neighborhood and relevant city updates through our official Facebook page and also keep a neighborhood forum page that allows neighbors to interact with each other.
- We had a holiday party after our December meeting where neighbors brought treats to share and had time to socialize after the annual election, 15 attended.
- We found in the passed that winter meetings are not well attended, January was traditionally a month where meetings were not held, we used this month to meet as a board and plan events and meeting speakers for the year.

Brook Creek Neighborhood Association

Meeting Minutes, 6 December 2017

(by Melissa Fahrenbruch, President)

Present: Melissa Fahrenbruch (President), Byron Wiley (Vice President), Jenna Coker (Treasurer), Ron Bishop, Tom Bogardus, Melinda Henderson, Emily Winters (Coordinator), three other Association members, and five members of the public.

Agenda: Melissa distributed an agenda. We approved the agenda as written.

Introductions: Melissa asked everyone in the room to introduce themselves.

Minutes of prior meeting: November meeting minutes to be approved.

Action taken: Moved by Emily and seconded by Tom to approve the minutes. Passed unanimously.

Treasurer's report: Jenna presented the report covering 1 October 2017 through 30 November 2017: \$73.50 in petty cash; \$867.20 in checking account. \$961.90 total revenues.

Action taken: Moved by Ron and seconded by Tom to approve the report. Passed unanimously.

Guest speaker:

Officer Drew Fennelly from the Lawrence Police Department, Neighborhood Resource Office was invited to come speak to the Neighborhood about a recent rash of burglaries and what to do to prevent them. He allowed questions and concerns. He was not able to speak about ongoing investigations, however, does ask the public to report even the smallest thief so they can keep track of the areas that are having the problems. He also suggested to keep serial numbers or take pictures of all valuable items you have so it is easier to track of if sold. He did say that most items that are stolen from Lawrence are not pawned here, that they go to Topeka, Kansas City, or farther away. If they have serial numbers and pictures they are able to charge the person. The Police Department also if stolen items are found are held up to five years before either selling or destroy items if not claimed except bicycles (they no longer hold onto these). They owners of the auto shop that was broken into do give warning that if you have a camera surveillance system to make sure you hide the hard drive and recorder well. Theirs was destroyed and not able to be used. On a side note, the Officer did want to address door to door sales people, they must show you their Lawrence licenses if they are legit. Call police if not sure they are allowed to go door to door. Neighborhood Officer will check into it.

East Lawrence Rec Center Parking appeal:

Melissa brought up the appeal we current had on the Rec Center's proposal to expand the parking lot to the south of the current parking. It was voted on to close out our appeal to allow the expansion.

Action taken: Moved by Kathy Porsche and seconded by Emily. One no, eight yeses.
Movement Passed. Melissa contacted Planning Department about the vote to cancel appeal.

December Election for Officers and Directors 2018:

Melissa Fahrenbruch (President),

Byron Wiley (Vice President),

Michael Almon (Secretary),

Jenna Coker (Treasurer)

Directors:

Ron Bishop,

Andrea Repinsky,

Tom Bogardus,

Melinda Henderson,

All voted in for the Brook Creek Neighborhood Association 2018. Since there was a misunderstanding on whose terms were up and when they were voted in. We put everyone up for re-election to start fresh. Melissa has the ballots, if anyone has questions about votes.

Meeting adjourned for the Winter party.

List of officers and board members for 2018

President: Melissa Fahrenbruch

Vice President: Byron Wiley

Secretary: Michael Almon

Treasurer: Jenna Coker

Director: Andrea Repinsky

Director: Ronald Bishop

Director: Melinda Henderson

Director: Tom Bogardus

Coordinator: Emily Winters