

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

Neighborhood\_Pinckney Neighborhood Association Completed By\_Nathan Littlejohn Date\_02/08/2020  
Phone Number/Email\_785 550 9110/pinckneyneighborhood@gmail.com

Each Neighborhood is required to have at least quarterly meetings. (minutes must be attached.)	Meeting Date #1	<u>November 7, 2019</u>	Minutes Attached?	<u>yes</u>
	Meeting Date #2	<u>12/20/2019</u>	Minutes Attached?	<u>yes</u>
	Meeting Date #3	<u>01/10/2020</u>	Minutes Attached?	<u>yes</u>
How was the neighborhood notified of the meeting(s)? (check all that apply)	email	<u>x</u>		
	newsletter	<u>x</u>		
	other announcement? (please specify)	<u>Facebook</u>		
Officer elections this quarter? (if so, attach list of new officers)	Yes	No x		
Each Neighborhood is encouraged to produce regular newsletters.	Date of Newsletter	<u>01/20/2020</u>	Copy Attached? (required)	<u>Y</u>
Also to be attached:				
Neighborhood activity list for the quarter, including method of notification as well as estimated attendance. (Required)				
Date	Notification	Activity	Attendees	
11/6/2019	Trunk or Treat	Email Correspondence	5	

11/7/2019	PNA email		Email Correspondence	1			
11/7/2019	PNA eblast		Eblast	234			
11/8/2019	PNA meeting		Email Correspondence	2			
11/9/2019	PNA meeting		Email Correspondence	2			
11/10/2019	PNA housing		Email Correspondence	4			
11/12/2019	LMH Board		Email Correspondence	2			
11/14/2019	PNA housing		Email Correspondence	2			
11/14/2019	CDBG		Email Correspondence	2			
11/14/2019	Meeting Agenda		Email Correspondence	4			
11/15/2019	Meeting Agenda		Email Correspondence	4			
11/16/2019	PNA Meeting		Meeting	7			
11/17/2019	LMH Board		Email Correspondence	2			
11/19/2019	Douglas Co/Lawrence Health Plan Steering Committee		Email Correspondence	27			
11/20/2019	LAN		Meeting	16			
11/21/2019	Douglas Co/Lawrence Health Plan Steering Committee		Meeting	27			
11/25/2019	CDBG		Email Correspondence	4			
12/3/2019	CDBG		Email Correspondence	4			

12/8/2019	Douglas Co/Lawrence Health Plan Steering Committee		Email Correspondence	27			
12/12/2019	Draft PNA email/Newsletter		Email Correspondence	4			
12/13/2019	Draft PNA email/Newsletter		Email Correspondence	4			
12/14/2019	Draft PNA email/Newsletter		Email Correspondence	4			
12/16/2019	K-12 Bus Pass		Email Correspondence	2			
12/17/2019	PNA meeting setup - Bert Nash		Email Correspondence	2			
12/17/2019	Draft PNA email/Newsletter		Email Correspondence	4			
12/18/2019	Draft PNA email/Newsletter		Email Correspondence	4			
12/18/2019	PNA meeting setup - Bert Nash		Email Correspondence	2			
12/18/2019	LAN		Meeting	13			
12/19/2019	Douglas Co/Lawrence Health Plan Steering Committee		Email Correspondence	27			
12/19/2019	Draft PNA email/Newsletter		Email Correspondence	4			
12/20/2019	Draft PNA email/Newsletter		Email Correspondence	4			
12/20/2019	Draft PNA email		Email Correspondence	1			
12/20/2019	Website email		Email Correspondence	2			
12/20/2019	PNA eblast		Eblast	233			
12/21/2019	Website email		Email Correspondence				

[illegible]

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

I was able to attend the groundbreaking ceremony for the Douglas County Crisis Center. Through previous meetings I was able to establish contacts so that we could informed ahead of time for any developments.

Our PNA Plan Working Group continues to develop projects to keep the vision of our neighborhood plan going. Currently they are working with the Douglas County Health Department to establish a neighborhood garden.

I attended the Douglas County/Lawrence Health Plan Steering Committe meeting this quarter. There we discussed the ongoing imbalance regarding equity and availabilty as it relates to our community.

--	--	--	--	--	--	--	--

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

## PINCKNEY NEIGHBORHOOD ASSOCIATION OUTCOMES

Meeting November 16, 2019

LMH Meeting Room D

Called to Order at 10:04 a.m.

### **Meeting Participants**

Paul Liechti, Kim Heck, Pat Miller, Anne Shaw, Steve Braswell, Kate Kuzmyak, Nick Kuzmyak

### **Approval of October Meeting Outcomes**

*Motion by P. Miller, 2<sup>nd</sup> by P. Liechti. Voice vote, motion carries.*

### **Treasurer's Report**

PNA has a \$1743.08 checking account balance; \$222.93 in savings; and \$222.29 in petty cash. The CDBG grant has a balance of \$3762. Upcoming expenses include the newsletter and website hosting renewal.

### **Business Items**

**Representation on the LMH Board of Trustees.** P. Miller has been accepted to a 4-year term on the board. There is board training for new board members and this group has a serious meeting schedule.

**Trunk or Treat.** Attendance was down a bit this year - both trunks and kids. PNA had more than enough candy. For 2020, the plan is to start earlier in the year (August).

**Communications Coordinator.** B. Littlejohn is the lead on this and will be sharing information with the Board as this process advances.

**CDBG Grant Process.** The grant application is due in early December [Update: due to delay in new form, date has been moved to Feb.] N. Kuzmyak to work with Bart on the completion and submittal of it with Board review (as necessary). Unfortunately, PNA has not had time to create an appropriate additional project that would qualify for these funds; last year's application will be used as a model.

**Newsletter.** P. Miller to begin developing. Content is needed. One article should focus on the upcoming elections; another on the gardening potential with the Health Dept.

### **Updates, Reports, Upcoming Events**

- **Neighborhood Plan.** There is still much interest in a neighborhood garden, partnering with the Community Health facility is supported. Convey plans to PNA as they are created. Water is expensive for the gardening project; a grant application may be appropriate. PNA has a garden Facebook group that needs to be included.
- **LAN Report.**
  - The jet flyover practice run surprise was discussed and the city/university have agreed to advance notification of neighborhoods in the flyover zone.
  - Brook Creek has proposed a 400 ft. radius for new development to trigger notifications
  - The Downtown Master Plan Steering Committee will start meeting again soon.
  - The official downtown area now extends across the river to North Lawrence just beyond Johnny's. The downtown grocery store is planned to be sited in the Johnny's new development. Aldi's is interested.

### **Future Meetings & Activities - Need ideas for speakers**

- **Jan. 18, 2020,** Monthly meeting @ LMH
- **Feb. 15, 2020,** Annual Meeting/Board Elections, @ Lawrence/Douglas Country Community Health Building
- **March 21, 2020,** Monthly meeting @ LMH

*Meeting adjourned at 11:09 p.m. Motion by K. Kuzmyak, 2<sup>nd</sup> by K. Heck, Voice vote. Motion carries.*

## PINCKNEY NEIGHBORHOOD ASSOCIATION OUTCOMES

Meeting Jan. 18, 2020 LMH Meeting Room D

Called to Order at 10:05 a.m.

### Meeting Participants

Kim Heck, Pat Miller, Steve Braswell, Kate Kuzmyak, Nick Kuzmyak, Bart Littlejohn, Eleanor Gardner

### Approval of November Meeting Outcomes

There was one amendment to the November meeting outcomes. *Motion to approve outcomes with amendment by P. Miller, 2<sup>nd</sup> by N. Kuzmyak. Voice vote, motion carries.*

### Treasurer's Report

PNA has a \$1743.08 checking account balance; \$223.04 in savings; and \$222.29 in petty cash (B. Littlejohn has \$100 of it). The CDBG grant has a balance of \$2826.20.

### Business Items

**CDBG Grant Application & Process.** The grant application will be due in late Feb. There is a meeting Jan. 22 at 6 p.m. or Jan. 28, 10 a.m. to review the new form and process. **B. Littlejohn to attend.**

**Communications Coordinator.** PNA has not received any applications for the coordinator position. Position description notes *Jan. 31 or until filled* timing. PNA may need to look at other recruitment avenues.

**Elections.** The February meeting will be the annual meeting and elections. Up for election are: Secretary and Vice President. K. Heck will not be able to attend. If no one runs for Secretary, she is agreeable to being elected.

### Updates, Reports, Upcoming Events

- **KUs Big Event.** April 18. PNA to solicit assistance from KU for our annual parks clean up. **S. Braswell to coordinate with KU** and potentially get LMH staff involved.
- **Meeting Date & Location Change:** Due to the KU Big Event, there was a motion to change the date/location of April's meeting to 4/25, at the home of P. Miller, 11 a.m. - 2 p.m. *Motion by P. Miller, 2<sup>nd</sup> by K. Heck. Voice vote. Motion carries.* Need activities for kids. **P. Miller to make change** in the upcoming newsletter.
- **LMH Board of Trustees.** This Board has far-reaching responsibility for their campuses throughout Douglas County. LMH owns property between 6<sup>th</sup> St. and LMH, and the campus will be growing. P. Miller has been appointed to two committees. LMH will honor female philanthropists, Jan. 29, 5:30 p.m. at the Jayhawk Club.
- **Pinckney Really Big Sale.** Feb. 15, all day at Pinckney Elementary School.
- **Panda Pediatrics** has moved into their new location on 6<sup>th</sup> St.
- **Neighborhood Plan.** There is still much interest in a neighborhood garden. A plan will be developed this spring to detail planting, picking and distribution. This group could focus on dissecting the LMH parking study.
- **Downtown Master Plan.** This planning group had its 2<sup>nd</sup> meeting; crafted a mission and vision.
- **Miah Lugrand**, is the new principal of Pinckney school.
- **Jennifer Ananda**, Lawrence Mayor, lives in Pinckney and had a brick thrown threw her window. There was a motion to write a letter from PNA to express disappointment at this action. **K. Kuzmyak to author.** *Motion by P. Miller, 2<sup>nd</sup> by K. Kuzmyak. Voice vote. Motion carries.*
- **LAN Report.**
  - There was a motion to pay the \$25 LAN dues by check. *Motion by S. Braswell; 2<sup>nd</sup> by K. Kuzmyak; voice vote, motion carries.*
  - Travis Harrod is the new chair of LAN; Dillon Heter is the vice chair.
  - Census recruiting is underway for an April 1 start. It involves going door-to-door and is a paid position. **N. Kuzmyak will provide information** to PNA on how to volunteer.
  - A Financial productivity study is being commissioned to answer: *Does growth pay for itself over time?*
  - LAN has no role in supporting candidates except to promote the importance of voting.
  - The City will be revisiting the rental licensing program in March.
  - Safe Routes to School is seeking input about streets/safety issues and organizers will be visiting schools.
  - An amendment is proposed (first reading) to the land development code on accessory dwelling units.

**Future Meetings & Activities** - Craig Owens, new city manager, would be good to invite to a future meeting

- **Feb. 15** Annual Meeting/Board Elections, @ Lawrence/Douglas Country Community Health Building
  - **March 21** Monthly meeting @ LMH
  - **April 25** Monthly meeting @ P. Miller's house, 2-4 p.m.
- Meeting adjourned at 11:45 p.m. Motion by K. Kuzmyak, 2<sup>nd</sup> by E. Gardner. Voice vote. Motion carries.*





# PINCKNEY NEIGHBORHOOD ASSOCIATION

PO Box 125, Lawrence, KS 66044

## Winter 2020 Newsletter

### **PNA Annual Meeting & Elections Saturday, February 15 @ 10 a.m.**

**Lawrence-Douglas County Health Dept. / Bert Nash  
200 Maine St. – 1<sup>st</sup> Floor Meeting Room**

It is once again time for the Pinckney Neighborhood Association's meeting to elect officers and set goals for the coming year. We will also plan events for the coming year and get input from Pinckney residents on issues and concerns.

Offices open for election this year are the Vice President and Secretary. We will also be asking for volunteers to head-up and work on several projects, including the parks clean-up day, community events and service projects.

Everyone who lives in the Pinckney Neighborhood is automatically a member of the Pinckney Neighborhood Association and is encouraged to attend PNA Meetings, run for office, work on a committee and attend our events and activities.

If you are interested in running for one of the open offices – President, Vice President or Treasurer – please attend the February 15<sup>th</sup> PNA meeting or send an email to [pinckney.neighborhood@gmail.com](mailto:pinckney.neighborhood@gmail.com)

### **Pinckney Elementary School's PTO Really Big Sale! Feb. 15<sup>th</sup> – 8 to 5**

*Here's something Pinckney Neighborhood residents can do to support our neighborhood elementary school!*

The Really Big Sale is a large-scale fundraiser hosted by the Parent Teacher Organization (PTO) of Pinckney Elementary School. All proceeds go to the Pinckney PTO, which helps provide supplies to the school and puts on lots of free or low-cost events to our students and families. The PTO will begin accepting donations the

weekend of January 25<sup>th</sup>, and the sale will be held in the Pinckney Elementary School gymnasium on February 15<sup>th</sup> from 8:00am to 5:00pm.

The PTO welcomes Pinckney Neighborhood residents to donate new or gently used items for the sale and attend the sale! Volunteers are also sought to help sort and price items the day before the sale, as well as to assist on the day of the sale with keeping sale items tidy and helping customers with purchases.

#### Items sought for the sale include:

Clothing and outerwear – all ages, sizes, and seasons (No undergarments, please!)

Children's toys and play equipment

Baby items

Furniture

Bed clothes, curtains, and other household linens

Dishes and kitchenware

Appliances

Lamps and lighting

Art and photo frames

Collectibles and knick-knacks

Books

Games

Camping and fishing equipment

Gardening supplies

Tools

*All items should be in gently used condition and clean, free from stains, holes, and excessive wear. (Firearms cannot be accepted.)*

#### **UPDATES & DONATION DROPOFF TIMES**

The PTO will post information about the donation drop-off times on the Pinckney Elementary School's facebook page ("wearepinckney") and posts on the Pinckney Neighborhood Association facebook group page.

# PNA Seeks to Hire Communications Coordinator

The Pinckney Neighborhood Association is seeking a part-time contractor to serve as its Communications Coordinator. If you are interested in applying, please review the job description and expectations listed below. This contract position pays up to \$15/hr, depending on qualifications, and generally requires about 10-15 hours a month. All are welcome to apply.

Full details about the position and how to apply are at:  
**[www.PinckneyNeighborhood.org](http://www.PinckneyNeighborhood.org)**

## TO APPLY

Applications should include a cover letter expressing interest in the position and a resume, with one or more references, demonstrating that the applicant possesses the qualifications and expectations required of the Coordinator.

Applications will be accepted until at least January 31, 2020, continuing until the position is filled, with an expected start date of approximately March 1, 2020.

Questions and applications should be submitted to:  
**[Pinckney.Neighborhood@gmail.com](mailto:Pinckney.Neighborhood@gmail.com)**

## PNA COMMUNICATIONS COORDINATOR JOB DESCRIPTION

### Summary:

The Communications Coordinator for the Pinckney Neighborhood Association (PNA) is responsible for completion or coordination of communications and related responsibilities, in coordination with the PNA Board, including:

- coordinating and attending regular monthly meetings (3rd Saturday each month at 10 a.m.)

- drafting quarterly PNA reports to the City of Lawrence

- helping to plan for and coordinate yearly events (e.g. summer picnic and fall Trunk-or-Treat)

- preparing 4 to 6 newsletter or postcard mailings and monthly MailChimp e-newsletters with news and notices affecting the neighborhood

- maintaining PNA email inbox and responding to emails, as directed by the PNA Board

- maintaining the PNA Facebook, Instagram and Twitter accounts

- coordinating signage and other advertising for PNA events, and

- other various tasks delegated from Board.

### Expectations/Qualifications:

The Coordinator is expected to maintain professional demeanor and appearance while representing PNA, and to schedule time efficiently, and work through objectives to meet goals and deadlines on time.

We're looking for a Coordinator who:

- has excellent organizational, writing, editing, verbal and interpersonal skills;

- ready access to a computer and the internet and proficiency with, and access to, Word, Excel, and Publisher software (or compatible software);

- is knowledgeable and proficient in (or be prepared to immediately take appropriate training for) the social media platforms used by PNA, including Facebook, WordPress, Instagram, Twitter and MailChimp; and

- lives within the limits of the City of Lawrence or Douglas County, Kansas.

Proficiency in a language in addition to English would be of interest to PNA, but is not required for this position.

The Pinckney Neighborhood Association provides equal contracting opportunities to all persons without regard to race, color, religion, sex, sexual orientation, national origin, age, marital or veteran status, disability(ies) or any other legally protected status.

## City of Lawrence Advisory Board Openings

The City of Lawrence has many citizen-participation advisory boards. The City is seeking to fill vacancies open now or in the near future for several advisory boards:

- Affordable Housing Advisory Board

- Building Code Board of Appeals

- Douglas County Food Policy Council

- Jayhawk Area Agency on Aging

- Lawrence Cultural Arts Commission

- Public Incentives Review Committee

- Special Alcohol Fund Advisory Board

- Sustainability Advisory Board

- Multi-modal Transportation Commission

## Lawrence Douglas County Advocacy Council on Aging

Anyone is interested in applying for a vacancy can visit the website (link below) to check them out and submit an application.

**<https://lawrenceks.civicweb.net/Portal/BoardApplication>**

# Douglas County Kansas assistance programs

Housing assistance (rent, deposits, and mortgage help) along with utility bill assistance, free food, and other financial help is available from charities, churches, and the government in Douglas County. The support for paying bills or free support (medical or dental care, etc.) is available from grants or loans in the Lawrence area. Or find how job programs, free foreclosure and credit counseling, and other services help the needy.

## How to get help with bills

For people who are facing short term financial hardships, there are some places that they can turn to for help. They include the **East Central Kansas Economic Opportunity Corporation (ECKAN)** and also the **Warm Hearts of Douglas County** program.

## Get help with heating bills

The Warm Hearts of Douglas County is a local heating bill assistance program, which runs from January to April every year. Douglas County families can apply for and are eligible for the program if their income is at 185 percent or less of the federal poverty guideline. Grants and funds from the Warm Hearts program are distributed through the Salvation Army (785) 843-4188, Ballard Center ((785) 842-0729), Douglas County Senior Services, ECKAN, and Penn House.

# 2-1-1 of Kansas

## Find Help. Thousands of nonprofit and government human services.

### United Way of the Plains - Emergency Assistance

946 New Hampshire, Lawrence, KS 66044

(785) 843-4188

8:30 am - 12 pm and 1 - 4:30 pm Mon, Tues, Thurs, Fri.

Assisting clients with the payment of utility bills, rent, and finding housing. Referrals are given for alcohol/drug rehabilitation. Assistance is also provided for groceries (from our food pantry), formula, diapers, and hygiene products (if available). Feeding kitchen open 1-2 pm Mon, Wed, Fri. Pathway of Hope program provides Case Management.

Case/Care Management Clothing Vouchers

Formula/Baby Food

Meals

Housing Search & Information

Diapers

Personal/Grooming Needs

Food Pantries

Rent Payment Assistance

Utility Assistance

# K-12 Student Spring Bus Pass

The Kindergarten through 12<sup>th</sup> grade Student Spring Bus Pass is on sale now for just \$10.00! Students can access unlimited rides on any city or university fixed-route bus from January 1 until April 30.

The K-12 Student Bus Pass is a great way to get to and from school, go to after school activities and to get around Lawrence.

The K-12 Student Spring Bus Pass can be purchased at these locations in Lawrence:

Dillon's stores

Hy-Vee

The Merc

City Hall – First Floor Utility Billing

Community Building

East Lawrence Rec Center

Holcom Recreation Center

Sports Pavilion Lawrence

Indoor Aquatic Center

**For more information, call (785) 864-4644. Find Lawrence Transit on facebook: @lawrencetransit**

# MY BUS LAWRENCE app

There are two ways to find out when the next bus is coming. Download the free app or send a text message to receive the next arrival time.

**Bus app:** Check out our free bus app with real-time data.

Available in iTunes and Google Play by searching "My Bus Lawrence."

PLEASE NOTE: Lawrence Transit has made major improvements to its real-time passenger app, My Bus Lawrence. If you had previously downloaded it, please delete and reinstall the app to make the update effective.

## Text for next bus:

Step 1: Find your stop number located on the map or at the bus stop sign.

Step 2: Send a text to 41411. The text message should be formatted as follows: TRIP #### (### = bus stop number). For example, if you are waiting at bus stop #173 at the Kansas Union, your text message would be TRIP 173.

Step 3: Press send and you will receive the next bus arrival times for that stop.

For more information about bus routes, schedules and mobile tools, visit **[lawrencetransit.org](http://lawrencetransit.org)**, join on Facebook at **[facebook.com/lawrencetransit](https://facebook.com/lawrencetransit)**, or call 785- 864-4644.



Pinckney Neighborhood Association  
PO Box 125  
Lawrence, Kansas 66044