

Minutes follow from the Sunset Hill Neighborhood Association (SHNA) Annual Membership Meeting, April 17, 2017, held at Sunset Hill Elementary cafeteria.

### **Agenda**

- Welcome and introductions of Executive Committee (Jeanne Pees, President)
- Approval of 2016 Minutes (Pees)
- Treasurer's Report (Joanna Kuczera, Treasurer)
- Old Business (Pees)
  - Brian Jimenez, City Code Enforcement Manager
  - Drew Fennelly, Neighborhood Resource Officer
- New Business (Gary Webber, Vice President)
  - Election of Nominees to SHNA Executive Committee (EC)
    - Marlene Merrill: returning to EC after one term
    - Faye Hale: 15 year SHNA resident, past Sunset Hill PTO president, children attend Sunset Hill, West and Free State schools
    - Nominations from the floor
  - Summary of 2016 SHNA Executive Committee actions
    - Carolyn Crawford, EC member, served on the Kasold Reconstruction Committee representing SHNA
    - Assisted Rockledge residents with efforts to calm traffic on that street (ongoing)
    - Worked with Public Works to advocate for street maintenance
    - Audited AirB&B-type rentals in Sunset Hills
    - Sent letter to single and duplex rental property owners
    - Assisted in the formation of two Neighborhood Watch programs on Chalk Hill Ct. and Oxford Rd.
    - Contributed food to two block parties
  - Neighborhood Issues & Concerns – Common questions
    - Cars speeding on streets – contact the Transportation Commission
    - Noise – contact Lawrence Police Dept.
    - Drug or suspicious residences – Contact Lawrence Police Dept.
    - Code violations – contact the Code Enforcement Division or complete the online form
  - Questions from the floor

### **Introduction**

The Sunset Hill Neighborhood Association (SHNA) has been active since 1992, but further organized in 2003, and is governed by bylaws, revised in 2016, and bound by mission statement which is: SHNA, whose concerns include but are not limited to safety, beautification, residential character and integrity of the neighborhood.

The first construction in Sunset Hill (SH) started in the early 1950s, and continued through the 80s and 90s. The boundaries (established by the City of Lawrence) are 6<sup>th</sup> Street, 9<sup>th</sup> Street, 15<sup>th</sup> Street (Bob Billings Pkwy) and Kasold Drive.

Block or street parties are encouraged among neighbors, and the EC has been known to contribute food and to be present at these neighbor-coordinated gatherings. SHNA members meet formally once a year.

**Executive Committee (EC) Introductions:** President, Jeanne Pees: in Lawrence since 1979, President since 2003; Vice President, Gary Webber: in Lawrence 46 years, Sunset Hill for 30 years, President of the Lawrence Pedestrian Coalition; Secretary, Clint Idol: in Lawrence 19 years, 3 years in Sunset Hill, works for Cromwell Environmental, served on Bicycle Pedestrian Task Force; Treasurer, Joanna Kuczera: in Lawrence and Sunset Hill 25 years; Kathy Heppert: 32 years in Lawrence and 27 years in Sunset Hill, works for KU, and is the Sunset Hill representative to the Lawrence Association of Neighborhoods (LAN); Paula Kellogg lived in Lawrence in 1967 and returned here again in 2015 and is retired/self-employed and is the Chairperson for the Sunset Hill Welcome New Neighbor Packet; Susie Nightingale has living in Sunset Hill for 18 years and is employed by Lawrence Parks and Rec as a Swim Lesson Coordinator and volunteers for Lawrence Visitors Center, The Lied Center, The University Theatre, Lawrence Public Library, and heads up the SH Neighborhood Watch program; Marlene Merrill has lived in Lawrence since 1992 and in SH since '93, is a retired School Administrator and KU Staff, served 6 years on the Lawrence Arts Commission, 4 years on USD 497 School Board, active in University Women's Club, and the League of Woman Voters and the Lawrence City Choir; Troy Hagen works for Heartland Crop Insurance in Topeka, and has lived in SH since 2013. Other Special Committee Members present are Kimberly Williams, employed by McGrew Real Estate, realtor liaison for the SHNA Welcome New Neighbor Packets; Joan Stone, Secretary for Sunset Elementary and Lisa Stimsford make up the Applause Award Committee that recognize SH residents for beautification of property.

### **2016 Annual Meeting Minutes**

With no corrections suggested by those present, the 2016 Annual Membership Meeting minutes are approved.

### **Treasurer's Report**

Treasurer Joanna Kuczera recognizes, Janis Hutchison, past SHNA Treasurer. The Annual Treasurer's Report seen below was distributed.

Most of the income resulted from membership dues. Expenditures included donations to neighborhood student gardens, new neighbor packets, applause awards, LAN dues, and supplies for the annual meeting. Also among expenses this year is the letter to landlords intended to invite rental property owners in SH to participate in, or be aware of, the SHNA, due to the large percentage of tenant occupied properties in SH. Over 200 landlord letters were mailed. The decision to send the landlord letter is something that the EC has been discussing for several years, with the goal of reaching more residents and property owners, and is not an annual expense.

## Sunset Hill Neighborhood Association

### Annual Treasurer's Report

for the period April 26, 2016 - April 15, 2017

Capitol Federal savings account - beginning balance on 4/26/2016	\$ 748.94
Less Membership dues for 2016-2017 paid before 4/25/2016	\$ 130.00
<b>ASSETS IN SAVINGS ACCOUNT on 4/26/2016</b>	<b>\$ 618.94</b>
<b>INCOME</b>	
Membership dues for 2016-2017 paid before 4/25/2016	\$ 130.00
Membership dues for 2016-2017 paid on or after 4/25/2016	\$ 305.00
Total membership dues	\$ 435.00
Interest income	\$ 0.41
<b>TOTAL INCOME</b>	<b>\$ 435.41</b>
<b>EXPENSES</b>	
Donation to student gardens at Sunset Hill Elementary and West Middle Schools through Community Mercantile Education and Outreach Program	\$ 100.00
New Neighbor welcome packets	\$ 40.15
Applause Awards for property beautification: supplies	\$ 21.72
Lawrence Association of Neighborhoods 2017 membership	\$ 25.00
Annual meeting mailing supplies: envelopes and postage	\$ 87.22
Letter to landlords: printing, envelopes, labels, and postage	\$ 212.93
Prepaid printing†	\$ 128.04
New treasurer address stamps	\$ 47.85
Bank fees for cashier's checks	\$ 9.00
<b>TOTAL EXPENSES</b>	<b>\$ 671.91</b>
<b>ASSETS IN SAVINGS ACCOUNT on 4/15/2017</b>	<b>\$ 382.44</b>
Membership dues for 2017-2018 paid before 4/15/2017	\$ 315.00
<b>Capitol Federal savings account - ENDING BALANCE on 4/15/2017</b>	<b>\$ 697.44</b>

† 1463 B&W copies and 161 color copies available in UPS Store account on 4/4/2017

### MEMBERSHIP

	<b>2016-2017: Household members</b>	<b>98</b>
2017-2018: Prepaid household memberships		3
2017-2018: Household renewals before 4/15/2017		41
2017-2018: New household members before 4/15/2017		5
2017-2018: New landlord members before 4/15/2017		13
<b>Total 2017-2018 members paid before 4/15/2017</b>		<b>62</b>

Submitted by Joanna Kuczera, SHNA Treasurer

April 15, 2017

## **Old Business**

In keeping our neighborhood sustainable and safe, the SHNA has worked on infrastructure improvements including curbs and gutters and other budget inclusions with Public Works/City Hall. If members have any issues to add to infrastructure improvement requests, they can be emailed to Jeanne Pees at [peepod@sunflower.com](mailto:peepod@sunflower.com) to be added to the list of requests.

In the past, there had been some flooding in the neighborhood, and those issues were resolved with the help of SHNA and Matt Baum, City of Lawrence Water Engineer.

Sidewalk issues are ongoing, as the City develops new improvement/maintenance measures

SHNA participates in neighborhood school interests, neighborhood parks, and supports neighborhood commerce.

## **Introduction of Guest Speakers**

Brian Jimenez is the City of Lawrence Code Enforcement Manager. Drew Finnely and Derek \_\_\_\_\_ are City of Lawrence Police Department, Neighborhood Resource Officers.

**Brian Jimenez:** Brian has been with the City for 24 years, and oversees property maintenance code enforcement with an inspection staff of four. Most of the work of this group is based on citizen contact with regard to code violation. There is an online complaint form at [lawrenceks.org/pds](http://lawrenceks.org/pds), where inquiries can be submitted. Maintaining property has been shown to increase property values and decrease crime.

**Trash carts:** City code regarding trash carts indicates that carts should be placed at the curb no more than 24 hours prior to trash pick-up, and removed within 24 hours of pick-up and stored close to the residence. Yard waste carts will soon (May 1 city-wide) be picked up in Sunset Hill on the same day as trash pick-up, which is Wednesday. Yard waste may also be placed at the curb in bundles (restrictions on size and weight apply) and/or paper yard waste bags.

**Yard maintenance:** Refers to back-yards also, especially when yards contain items that should not be outside.

Other questions/answers included concerns with yard “frontage” and room for the waste containers (contact City Solid Waste for concerns), boats parked in driveways (must be on a trailer), unattended homes/yards (there is no code regarding unattended houses, just dangers related to unattended homes like broken windows, etc.).

**Drew Finnely, LPD Neighborhood Resource Officer:** Responsibilities include public affairs, social media, public safety presentations, and nuisance crimes city wide. Action can only be taken if crimes are reported, and Officer Finnely makes a point to encourage the neighborhood to initiate contact with Dispatch as needed regarding suspicious activity: (785) 830-7400.

In SH there were 11 municipal theft violations and 49 theft/property loss (this is not considered a high rate for a neighborhood the size of SH). Auto break-ins are down this year in SH.

The audience is encouraged to have well-lit yards/homes at night and to keep doors of homes and cars locked, and to observed the 3-6 rule that says that shrubs and bushes not be higher than 3 feet and tree branches no lower than 6 feet to maintain sight of all areas around homes and yards.

Other questions/answers included unlicensed door to door solicitation (solicitors must be able to show license unless they are a child), and parking on residential streets (No Parking must be posted to be considered nuisance crime, and again, must be reported for action to be taken.)

### **New Business**

Vice President, Gary Webber, on behalf of Sunset Hill Neighborhood recognizes Jeanne Pees, for serving as President for 15 years.

The election of three new EC members: Marlene Merrill has been nominated to serve second term.

Faye Hale has been nominated for a first term. Faye is an 18yr Sunset Hill resident, her children attend Sunset Hill schools, she is a past Sunset Hill PTO President. Remaining nomination taken from the floor. Matthew Paul volunteers. Phyllis Farrar moves to approve of the nominations and the movement is seconded by several members. Nominees are voted in and none oppose.

### Summary of recent SHNA actions:

Ongoing application for Rockledge traffic calming devices.

Worked with Public Works regarding street maintenance

Letters were sent to rental property owners throughout the neighborhood to increase awareness and encourage membership.

Formation of two Neighborhood Watch programs

Attended LAN meetings

Audited SH Air B and B locations

Distributed over 900 fliers notifying neighborhood of annual meeting. (The audience is asked if any attendees were present due to receiving the flier and 35 raised hands.)

Questions Taken from the Audience:

Does the SHNA have a representative/liaison for the sidewalk issue?

Gary Webber is involved with relevant meetings and other happenings regarding the sidewalk policy and changes that are underway.

Has the SHNA thought about having a Facebook page or website?

Sunset Hill Neighborhood does have a Facebook page. The Nextdoor smartphone app is referred to as a possible social media/networking media.

For the Police Officers, we still have a lot of speeders during commute times, and road maintenance/sidewalk infill issues.

Individuals may contact City of Lawrence Public Works with street/sidewalk maintenance concerns, and may become active in these issues by attending City Commission meetings when these topics are being addressed.

Traffic and speeding concerns may be addressed by contacting City Engineer, David Cronin, to request a traffic study of the subject area(s). If the traffic area qualifies for traffic calming devices, the process can be initiated by application, and the project will be ranked and funded in accordance with the applicable City policies.

Does City code regulate dog excrement?

Yes, City code mandates that individuals must carry bags and clean-up after their dogs.

How does one contact the SHNA?

Gary Webber's phone number is (785) 312.4840; email is [gwebber@sunflower.com](mailto:gwebber@sunflower.com).

Meeting adjourned at 8:08pm.