

# 2016 CPP Annual Report



Please complete and submit to [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov) by Friday, March 31, 2017. Reimbursement requests submitted after April 14 will not be approved until after this report is received.

Neighborhood Organization Name:

Nokomis East Neighborhood Association (NENA)

Organization Contact:

Becky Timm, Executive Director

Address

4313 E. 54<sup>th</sup> Street, Minneapolis, MN 55417

Organization email address:

nenam@nokomiseast.org

Organization Phone Number:

612-724-5652

Date of Board Approval:

Please provide the date of the meeting the Board reviewed and approved submission of this report to NCR:

February 23, 2017

Board Chair Name:

Mark Keeler

Any other general information about your organization you would like to share with NCR or the public, such as website, etc?

[www.nokomiseast.org](http://www.nokomiseast.org)  
[www.monarchfestival.org](http://www.monarchfestival.org)  
<https://www.facebook.com/Nokomiseast/>

## 1. Stakeholder Involvement

### A. Which of the following outreach activities did your organization use in 2016?

#### MEETINGS (please check all that apply)

- Held regular committee meetings or discussion groups that are open to all stakeholders.
- Held at least one general membership or community meeting (in addition to the annual meeting) to gather input from residents and other stakeholders for neighborhood specific initiative.
- Hosted at least one general membership or committee meeting in response to City request for input (such as a development proposal, transit planning or public works project).
- Conducted one or more focus groups.

What more would you like to tell NCR or the community about your meetings? What are you doing that is new or particularly successful to involve residents and others?

We held several large and small community input sessions with city departments. We also held 2 facilitated neighbors gatherings for residents of Hiawatha Lane experiencing livability issues on their block.

#### DOOR-TO-DOOR (please check all that apply)

Door-knocked or dropped flyers door-to-door:

- At least once with goal of reaching a portion of neighborhood.
- At least once with goal of reaching most or all of neighborhood.
- For more than one issue/outreach effort.
- On a routine basis.

Door-knocking/flyering

- Was carried out primarily by paid staff.
- Was carried out primarily by volunteers.

Door-knocking/flyering

- Was carried out primarily to increase participation and membership.
- Was carried out primarily to gather input on specific city or neighborhood issue.
- Was carried out primarily to inform stakeholders of city or neighborhood issue.

Approximately how many households did your organization reach through door-knocking in 2016?

150 households door-knocked, 120 Better Bus Stop surveys

What more would you like to tell NCR or the community about your door-to-door outreach? What are you doing that is new or particularly successful to involve residents and others?

NENA staff door-knocks Bossen households each week. We worked on the Metro Transit Better Bus Stops Engagement Grant and renters rights.

**EVENTS (please check all that apply)**

- Staffed a booth or table at neighborhood event or other community event that included sign-up sheets, surveys or information about your organization.
- Organized one or more issue specific event (such as a safety forum, housing fair, Open Streets, Creative Citymaking, etc).
- Organized smaller events for specific outreach to target audiences (e.g., sidewalk tabling to reach renters, lemonade stands, tabling at Farmer's Market, etc.)

What more would you like to tell NCR or the community about your events? What are you doing that is new or particularly successful to involve residents and others?

- Community Input Sessions
- Nights out with NENA (monthly)
- Annual Meeting and Board Elections
- NEBA Indoor Block Party
- South Minneapolis Housing Fair
- Grow Monarch Habitat Workshop
- Nokomis East Garage Sale Day
- Keewaydin/Morris Park Festival
- National Night Out
- Minneapolis Monarch Festival
- Safety & Crime Prevention Meeting
- Night Before New Year's Eve

**OTHER (please check all that apply)**

- Conducted at least one community-wide survey (such as a random sample or all-household survey).
- Conducted another form of survey (e.g., intercept survey).
- Developed partnerships with cultural, religious, professional or business associations to expand outreach into under-represented populations.
- Distributed a quarterly or semi-annual newsletter to all households.
- Other activities (please describe):

Bi-weekly NENA E-news, monthly Nokomis Messenger articles, website, social media, posters and flyers.

What more would you like to tell NCR or the community about your other activities? What are you doing that is new or particularly successful to involve residents and others?

Click here to enter text.

**B. How did your organization reach out to under-represented groups in your neighborhood?**

- Worked on an issue of particular interest to an under-represented group within the neighborhood.
- Provided notices of annual and special meetings in multiple languages.
- Provided newsletter articles or web pages in multiple languages.
- Targeted outreach in apartment buildings or blocks to reach renters.
- Targeted tabling at other events or locations (such as farmers markets, cultural events, etc.).
- Held focus groups or open meeting formats for under-represented communities.
- Met with other agencies in the community that work closely with under-represented constituencies in the neighborhood.
- Included an Americans with Disabilities Act statement on meeting and event notices.
- Reviewed participation activities, and identified new leaders and volunteers for volunteer, committee and board participation.
- Held one-time/pop up events in areas of the neighborhood that don't often have neighborhood meetings
- Other activities (please describe)

What more would you like to tell NCR or the community about your outreach to under-represented groups? What are you doing that is new or particularly successful to involve residents and others?

Click here to enter text.

**C. How did you inform the community of discussions, decisions and the status of the organization?****BOARD MEETINGS**

- Board meeting minutes and financial reports and summaries are provided on the organization's website and kept current.
- Meeting agendas and minutes are easily available and posted on the organization's website before and after each meeting.
- Meeting notices and agendas distributed to members prior to each meeting with ample notice.
- Time is allowed at board meetings for stakeholders to ask questions or raise issues.

How many new board members were elected/appointed to your board this year?

6 new members and 2 returning members at annual meeting. Board appointed 5 members for vacated seats throughout the year. Multiple candidates for elections/appointments.

What more would you like to tell NCR or the community about your board meetings? What are you doing that is new or particularly successful to involve residents and others?

Click here to enter text.

**COMMITTEE MEETINGS AND GENERAL MEMBERSHIP MEETINGS**

- Meeting agendas and minutes are easily available and posted on the organization’s website before and after each meeting.
- Affected residents and other stakeholders are contacted prior to an issue being discussed at a committee meeting.
- Meeting notices and agendas are distributed to members prior to each meeting with ample notice.
- Other (please specify):

Formed the new Green Initiatives Committee. Also form operations work groups – Governance Committee, Finance and Fundraising Committee and NRP Work Group.

What more would you like to tell NCR or the community about your regular meetings? What are you doing that is new or particularly successful to involve residents and others?

Click here to enter text.

**SPECIFIC ISSUES**

- Affected and interested stakeholders are notified and involved in our organization’s decision-making process.

What more would you like to tell NCR or the community about your outreach to under-represented groups? What are you doing that is new or particularly successful to involve residents and others?

Click here to enter text.

**ORGANIZATIONAL INFORMATION** (please check all that apply)

- An annual report is available to all residents on the organization’s website.
- The organization’s bylaws, grievance procedures, meeting schedules and contact information are easily available on the organization’s website and through other means.

**OTHER**

- Our community events and meetings regularly advertised in community newspapers.
- We use social media (such as e-democracy or Facebook) to share information.
- We share city news and information on our organization’s website or through email, social media or other means.

What more would you like to tell NCR or the community about participation in your organization? What are you doing that is new or particularly successful to involve residents and others?

Click here to enter text.

## 2. 2016 Highlights

Please describe one or two major highlights, and if possible, include (or link to) digital photos, videos or illustrations:

- What was the issue or opportunity the neighborhood was facing?
- Who was impacted?
- What steps did you take to address the issue or opportunity?
- What was the outcome?

**We would love to be able to share your highlights with others.**

If possible, send digital photos, videos, illustrations or a link to any of these to [ncr@minneapolismn.gov](mailto:ncr@minneapolismn.gov) with the subject line "2016 Annual Report Images."

Highlight 1:

Launching Renters Outreach Program:

In 2016, we hired Karla Arredondo, a bilingual community organizer. NENA staff received training from the Minneapolis Renters Coalition (and joined), Inquilinos Unidos Por Justicia, HomeLine, CURA and city inspectors. Reached 150 households in the Bossen area. Helped two buildings to advocate for their rights and the landlord made significant changes in repairs and pest exterminations. Restarted the Benefiting Bossen Work Group with Council Member John Quincy. Extensive reporting of issues through the 311 system. Working with the MPD CPS to address crime and safety issues.

Highlight 2:

Nights out with NENA:

Brought back the NENA tradition of town hall meetings and gathering the community on a monthly basis. Events included the First Annual State of the Neighborhood; Bike Tour with Metro Blooms to showcase the Blooming Alley Project; Info sharing sessions on services available at the Nokomis Library, better lawns to protect pollinators and water, housing trends such as conversion of rental properties, and Home Energy 101 Workshop; and an Open House for our new office. Well attend and popular events.

## 3. Financial Reports

Please provide an income and expense report for your organization for the most recent fiscal year for all funding sources (not just city funding).

See attached

## 4. City Services

In addition to your annual report, please take time to describe your interactions with City departments and other jurisdictions. Please be frank with your opinion- this section will be separated from your neighborhood annual report, and will not be put online.

### 1. IMPACT

What interactions with City departments occupied a major part of your time? What worked well? What could be improved?

City Council Members and staff; Regulatory Services/Fire Department (Inspectors); NCR Department; Finance and Property Services Department; Police Department; Public Works; CPED; Solid Waste and Recycling; Sustainability; Arts, Culture and Creative Economy; and Election and Voter Services. Difficult to determine who to speak to at Regulatory Services / Inspections. Met our NCEC commissioner once – no other contact with commission. In 2017, starting to work with Public Health.

On a scale of 1 to 5, with 1 being poor and 5 being excellent, how would you rate your overall experience with your interactions with the City? 3.5

### 2. CITY COMMUNICATIONS - EFFECTIVENESS

Is the information that you receive from the City understandable and useful?

Yes – it has improved in the last few years. Frequently use various gov.delivery newsletters to find information and to repost. Note: MPD Sex Offender Notifications are very ineffective. There is not a lot of information and very difficult to get information in other languages from the MPD. MPD also does not provide interpreters at meetings, even after requested through their number and the City Council office. Very disappointed in the outreach – MPD did not flyer or mail out notice. Spanish-speaking residents attended two meetings and felt unwelcome and noticed that no accommodations were made for them, after NENA tried to request interpreters.

On a scale of 1 to 5, with 1 being poor and 5 being excellent, how would you rate overall communications from the City? 4

### 3. CITY COMMUNICATIONS - TIMELINESS

Do you receive adequate notice of City activities in your neighborhood? If not, did your organization inform somebody at the City of this? Did the City respond in a positive manner? Please explain.



Yes – Improved over the years. When invited, city representatives and departments participated in all of our community meetings. City representatives and departments proactively notified NENA about upcoming city activities as well. See note about MPD notices.

On a scale of 1 to 5, with 1 being poor and 5 being excellent, how would you rate the timeliness of communications from the City? 4

#### 4. CITY DEPARTMENTS

How can City departments improve the way in which they function in your neighborhood?

Continued increase in knowledge of neighborhood organizations (that we are separate from the city) and that we can be mutually helpful. More RFPs and funding for neighborhood organizations to do outreach work for departments – example Community Engagement for Energy Efficiency Pilot. More staff positions like Karen Moe at Regulatory Services. Additional CPSs and more time dedicated to being in the neighborhoods, outreach and block club organizing. Hire more multi-family fire inspectors. More focus on the perspective of tenants from fire inspectors and better follow up with tenants and sharing the report. Regulatory Services work with the Minneapolis Renters Coalition on our feedback on how the system is working, but more importantly not working for tenants. City-led Tenant Remediation Actions. More funding for the NOAH fund to help housing nonprofits be more competitive in purchasing apartment buildings. Continued practice of MPD and MPS to not ask about immigration status. Continued NCR Department’s organization of D&O Insurance. More transparency in decision-making and priority setting for Neighborhoods 2020 and Comp Plan.

#### 5. NCR ASSISTANCE

How can the Neighborhood and Community Relations Department improve the assistance it provides to your organization as a community participation group?

Switched neighborhood specialists mid-year and both are capable and helpful. Bob Cooper and Judy Duffey are always very helpful resources.

Better, clearer communication from the NCR Department, NCEC and Comp Plan. The Art of Conversation communications has been very confusing. It seemed like two ideas got crammed together. If NCR wants to provide that training, it should not have been coupled with a sense of “forced” participation with Neighborhoods 2020. Many rumors about funding for neighborhood organizations after 2020 and city leaders seem to add to the unease and feeling of “sneakiness.” Disappointed in the inclusion of anti-neighborhood language in the Comp Plan draft after 1 comment of 1,100. Appreciative of “unfreezing” of NRP funds, but this came as a complete surprise. Should have been notified earlier than the HCEC hearing and from the NCR Department, not the Committee Chair.

On a scale of 1 to 5, with 1 being poor and 5 being excellent, how would you rate the assistance provided to your neighborhood by NCR? 3

**6. OTHER COMMENTS?**

Click here to enter text.

## 5. Engagement Activities and Neighborhood Priorities

### NEW ENGAGEMENT ACTIVITIES

What are the major new engagement activities, if any, that you have planned for 2017?

Will continue our work in:  
 2016-2018 Strategic Plan  
 Housing & Renters Outreach  
 Commercial and Streetscape  
 Green Initiatives  
 Events & Community Engagement  
 Communications  
 (See Section 6)

### NEIGHBORHOOD PRIORITIES

If your neighborhood has current or ongoing Neighborhood Priorities approved by NCR, please contact your NCR Neighborhood Specialist to provide a brief update on the status of each.

Please identify up to five Neighborhood Priorities your organization (staff, board, committees and volunteers) will be working on in 2017 that you would like to communicate to the City and other jurisdictional partners. These can be current or ongoing Neighborhood Priorities already submitted to NCR or new priorities for 2017.

#### **A Neighborhood Priority may:**

- be a project, program, service or activity that has broad neighborhood support;
- involve significant time and effort by neighborhood staff and volunteers; or
- require funding from various public, private or non-profit sources, or from the neighborhood organization, itself.

#### **A Neighborhood Priority can focus on a variety of things, including, but not limited to:**

- bricks and mortar projects such as housing or commercial development;
- improvements to public facilities or programs;
- a service delivered by a public, private or non-profit entity;
- a public policy, practice, law or ordinance that impacts the neighborhood;
- an issue involving public safety, the environment, land use, etc.; or
- an opportunity or challenge that arises needing timely and coordinated effort.

Neighborhood Priorities must be developed and adopted through a thorough neighborhood participation process. Priorities can identify, preserve and build on the existing assets and positive qualities of a neighborhood, or identify opportunities or problems to be addressed. Priorities may

identify possible actions and should identify any potential partners. They can be as simple or as comprehensive as the neighborhood organization desires, covering a single issue, or several.

See the attached description for “neighborhood priorities.”

Priority 1:

Priority Name:

Implement 2016-2018 Strategic Plan

Current Status on this priority:

Ongoing

Please provide a brief narrative and progress update:

1. Build Operational Excellence
2. Demonstrate Organizational Responsibility
3. Build Capacity for Community Engagement
4. Engage the Community

Significant progress on the four focus areas of the plan in 2016. 90% of activities started in the first year. Nov. Board retreat to review progress. Board orientation and training based on plan and priorities.

Priority 2:

Priority Name:

Program: Housing and Renters Outreach

Current Status on this priority:

Ongoing

Please provide a brief narrative and progress update:

See Section 6 for details.

Priority 3:

Priority Name:

Program: Commercial and Streetscape

Current Status on this priority:

Ongoing

Please provide a brief narrative and progress update:

See Section 6 for details

**Priority 4:**

**Priority Name:**

Program: Green Initiatives

**Current Status on this priority:**

Ongoing

**Please provide a brief narrative and progress update:**

See Section 6 for details

**Priority 5:**

**Priority Name:**

Program: Events & Community Engagement

**Current Status on this priority:**

Ongoing

**Please provide a brief narrative and progress update:**

See Section 6 for details

**Priority 6:**

**Priority Name:**

Program: Communications

**Current Status on this priority:**

Ongoing

**Please provide a brief narrative and progress update:**

See Section 6 for details

## 6. PLANS FOR 2017

### NEW ENGAGEMENT ACTIVITIES

What are the major new engagement activities, if any, that you have planned for 2017?

<b>PROGRAM: Housing &amp; Renters Outreach</b>	
Existing Projects	New Projects
<ul style="list-style-type: none"> <li>• Housing, Commercial and Streetscape Committee</li> <li>• Home Emergency Loan Program</li> <li>• Low Interest Home Improvement Loan Program</li> <li>• Low Interest Green and Energy Efficiency Loan Program</li> <li>• South Minneapolis Housing Fair (4/1)</li> <li>• Minneapolis Renters Coalition</li> <li>• Benefitting Bossen Work Group</li> <li>• Weekly Door Knocking and Renters Rights Outreach</li> </ul>	<ul style="list-style-type: none"> <li>• Add \$100,000 into Home Loan Programs</li> <li>• Curb Appeal Matching Grant Lottery</li> <li>• Bossen Renters Party (5/20)</li> <li>• Multi-Family Apartment Building Energy Efficiency Pilot Project</li> <li>• Exploring project with the City of Lake Community Land Trust</li> </ul>
<b>PROGRAM: Commercial &amp; Streetscape</b>	
Existing Projects	New Projects
<ul style="list-style-type: none"> <li>• Housing, Commercial and Streetscape Committee</li> <li>• Commercial Façade Improvement Matching Grants</li> </ul>	<ul style="list-style-type: none"> <li>• Nokomis East Welcome Packet</li> <li>• Nokomis East Bike Racks</li> <li>• 34<sup>th</sup> Avenue S Reconstruction Project (2018)</li> <li>• Utility Box Wraps</li> </ul>
<b>PROGRAM: Environment &amp; Green Initiatives</b>	
Existing Projects	New Projects
<ul style="list-style-type: none"> <li>• Green Initiatives Committee</li> <li>• Grow Monarch Habitat Workshop (5/20)</li> <li>• Minneapolis Monarch Festival (9/9)</li> <li>• Nokomis Naturescape Garden</li> <li>• Nokomis East Gateway Garden</li> </ul>	<ul style="list-style-type: none"> <li>• 50<sup>th</sup> Street Monarch and Pollinator Corridor</li> <li>• Free countertop compost bins</li> <li>• Community Garden – Food</li> <li>• School &amp; Church Composting Education Pilot Project</li> </ul>
<b>PROGRAM: Events &amp; Community Engagement</b>	
Existing Projects	New Projects
<ul style="list-style-type: none"> <li>• Community Info and Input Sessions (as needed)</li> <li>• Nights out with NENA (monthly)</li> <li>• Annual Meeting and Board Elections (4/27)</li> <li>• Grow Monarch Habitat Workshop (5/20)</li> <li>• Annual Nokomis East Garage Sale Day (6/17)</li> <li>• National Night Out (8/1)</li> <li>• Minneapolis Monarch Festival (9/9)</li> <li>• Night Before New Year's Eve (12/30)</li> <li>• Bilingual staff</li> <li>• Professional translators and interpreters</li> <li>• Hospitality and childcare at meetings</li> <li>• Southside United Neighborhoods (SUN) Project</li> </ul>	<ul style="list-style-type: none"> <li>• Great Nokomis East Crock-Pot Cook-Off (2/4)</li> <li>• Know Your Rights Workshop (TBD)</li> <li>• Bossen Renters Party (5/20)</li> <li>• Ward 11 Candidates Debate (TBD)</li> <li>• East African Women Weaving Group</li> </ul>

<b>PROGRAM: Communications</b>	
Existing Projects	New Projects
<ul style="list-style-type: none"> <li>• NENA Website</li> <li>• NENA E-News (biweekly)</li> <li>• Facebook and Twitter</li> <li>• Longfellow Nokomis Messenger Articles (monthly)</li> <li>• Mailed postcards</li> <li>• Posters and flyers</li> </ul>	<ul style="list-style-type: none"> <li>• Quarterly mailed newsletter</li> <li>• Nokomis East Welcome Packet</li> <li>• Multi-lingual content</li> </ul>

**NEW PRIORITIES**

What are the major issues or activities that your organization (staff, board, committees and volunteers) will be working on in 2017? See the attached description for “neighborhood priorities.”

Will continue our work in:  
 2016-2018 Strategic Plan  
 Housing & Renters Outreach  
 Commercial and Streetscape  
 Green Initiatives  
 Events & Community Engagement  
 Communications