

# **2013 Community Participation Program** **Neighborhood Annual Report Form**

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Neighborhood Organization: Heritage Park Neighborhood Association

Contact person: Terra Cole, Executive Director

Date of Board Approval: **APRIL 3, 2014**

### **1. Stakeholder Involvement**

Reviewing your CPP activities in 2013, Please provide information about:

- **What outreach and engagement activities did you carry out in 2013?**
  - 2013 was a rebuilding year for the organization after the loss of staff and the severing of ties from Urban Strategies. Our outreach strategies were limited to the following activities:
    - April- Annual Meeting,
    - May -Neighborhood Clean Sweep,
    - August -National Night out and
    - October -Annual Harvest Festival
    - Safety Committee meetings (April – August)
    - Bottineau LRT Community Discussion (August & September)
    - Ward 5 and Mayoral Candidate Forums (September)
  
- **How did you reach out to and involve under-represented communities in 2013?**
  - The Heritage Park Neighborhood Association in the past couple of years has been comprised of mostly renters. In 2013 we embarked upon a process to add new board members to the board and we currently have three homeowners which is the maximum our bylaws allow for at this time.
  - We also hosted both the Ward 5 and Mayoral Candidate forums where we asked our community partners and residents to contribute to the questions that were posed to all candidates.
  
- **Did you find any strategies to be particularly successful? Why?**

As state previously, HPNA has been rebuilding in several ways, re-imagining itself since the loss of organizational staff and cutting ties with Urban Strategies in the fall of 2012. However, our Teen Group has been going strong and we have noticed an interest in economic development activities specifically business development by the teens who participate in the group.

We hope to start a pilot business program this spring that will support our youths desire to run their own business and provide gainful employment to their peers.

- **What did not work so well? Why?**
  - HPNA has struggled over the past couple of years with maintaining a full board. In 2013 the number of board members dropped from 9 to 3. We have since made gains and have brought that number back up to 6 however, we are looking forward to examining our board recruitment strategies and board composition to include more home owners and allow for community partners to find positions on the board.
  
- **How many people did you reach through direct contact (door knocking, meetings, one-on-ones, etc.)?**

It is estimated that during the course of 2013, HPNA reached approximately 1200+ individuals via our programming activities, community engagement/information events and forums.
  
- **How many individuals volunteered in organization activities?**

10
  
- **How many individuals participated in your organization's activities?**

approximately 1200+ individuals
  
- **How many people receive your print publications?**

We currently do not have any printed materials for the organization but we do have an email list that we send information to. That email list has approximately 450 individual emails of residents and community partners.
  
- **How many people receive your electronic communications?**

Approximately 450

## 2. 2013 Highlights

Please describe one or two major highlights, and if possible, please include digital photos 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?

### **Major Highlight #1**

- What was the issue or opportunity the neighborhood was facing?  
A constant change in board leadership, the loss of staff in the fall of 2012 and the ending of the relationship/agreement with Urban Strategies.
- Who was impacted?  
The HPNA Board and the community at large.
- What steps did you take to address the issue or opportunity?  
In 2013 the HPNA board underwent an organizational visioning process where they developed a job description for an executive director (which was an entirely new position for the organization).
- What was the outcome?  
After about five months of discussion, planning and working with a consultant, HPNA conducted interviews and subsequently hired a new executive director at the end of May 2013.

### **3. 2013 Accomplishments**

Please provide information about your other accomplishments in 2013:

*What were your organization's major accomplishments?*

HPNA's major accomplishment for 2013 was the hiring of their new executive director. With the hiring of a full time executive director, HPNA has been able to close out all contracts from 2011 to 2013 as well the following:

- Become fully independent from Urban Strategies by terminating the employee lease agreement and hire an executive director
- Continue its work to support youth leadership and development by permanently hiring a youth worker for its youth leadership group
- Develop and maintain a budget of \$70,000
- Run payroll via an independent vendor
- Create financial management policy and procedures,
- Strengthen current partnerships and relationships with funders and other community stakeholders.
- Worked with several other community organizations on civic engagement, transportation and general information sharing activities.
- Also developed strategic a work plan for the organization based on its current needs and potential challenges over the next six (6) months.
- Added two new board members
- Partnered with MICAH and others to lead a community discussion on the impact of light rail in the community
- Organized and hosted the Northside Mayoral and Ward 5 candidate forums
- Very successful National Night Out with special guests Chief Jeanne Harteau and Mayor R.T. Rybeck

*How were individuals in your community directly impacted by your work?*

We were able to reignite our relationship with our community partners and show the neighborhood that we are a viable organization that is growing and moving forward. Community members were excited to have the opportunity to have candidates come into the Northside and that they would have an opportunity to engage with the mayoral and ward 5 candidates.

HPNA is still growing and will strengthen its partnership with the Urban Strategies Community Liaison to create a cohesive and seamless communications process with all residents in the Sumner-Glenwood neighborhood and the north Minneapolis community at large.

**4. *Housing***

What percentage of time did your organization spend on housing-related activities?

None

**5. *Financial Reports***

Please provide an income and expense report for your organization for the year.  
(Please include all funding sources).

Please see Attached

**In addition to your annual report, please take time to describe your interactions with City departments and other jurisdictions.**

**1. *Impact***

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

Beginning in June of 2013 our contact with our Neighborhood Support Specialist increased by 100 fold. We sought regular guidance from city staff regarding HPNA's finances, completion of outstanding contracts, board member responsibilities and organizational policy and procedures. Although we transitioned to a new Support Specialist we were handled with care and concern. We will continue to seek guidance and support from NCR as we move forward to creating our neighborhood priorities plan.

*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? \_\_\_4\_\_\_*

**2. *City Communications - effectiveness***

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

**yes**

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**

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?

It would be wonderful if we could get a coordinated effort between public works, the park board and CPED regarding the following:

- The median garden space on Gertrude Brown Place (who maintains it?)

- More coordination with plowing of streets and alleyways with in the development.
- Including the neighborhood in future park and infrastructure planning (i.e. connectivity to the grand rounds and the North Minneapolis Greenway)
- Be a priority neighborhood for new home development that is equitable, involves neighborhood participation and increases the ethnic/racial mix of the neighborhood by attracting professional people of color with housing products.

**5. *City Assistance***

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

On a scale of 1 to5, with 1 being poor and 5 being excellent, how would you rate the assistance provided to your neighborhood by NCR? \_\_4\_\_

**6. *Other comments?***