



2019 Annual Report Community Participation Program

1. NEIGHBORHOOD ORGANIZATION

Windom Park Citizens in Action (WPCiA)

2. ORGANIZATIONAL INFORMATION

Neighborhood Organization Contact: Gayle Bonneville, Program Manager

Organization Address: 1845 Stinson Parkway, #201/203

Organization Address 2:

Organization ZIP: 55418

Organization Email Address: info@windompark.org

Organization Phone Number: 612-788-2192

3. Organization Website and Social Media

Website: www.windompark.org

Facebook: none

Twitter: Twitter.com/WindomPark

Other: Business page on nextdoor.com

4. DATE OF BOARD APPROVAL

Once your board has reviewed this draft annual report, please provide the date of the meeting at which the board approved submission of this report to NCR. **Note:** Meeting minutes may be requested by NCR

Date: 02/25/2020

2019 Community Participation Program Annual Report

Additional Organization Information

NOTE: The information in this section will be aggregated by the NCR staff for the annual [NEIGHBORHOOD PROGRAMS REPORT](#) and not be published as part of each neighborhood's Annual Report.

Indicate the **POSITION TITLE** and **AVERAGE HOURS PER WEEK** of each **PAID EMPLOYEE OR CONTRACT STAFF** (excluding professional services such as accounting, legal, etc.)

	5. POSITION TITLE	6. AVE. HRS./WK.
Position #1	Project Manager	20
Position #2		
Position #3		
Position #4		
Position #5		

7. **IF NEEDED, PROVIDE ADDITIONAL INFO HERE:**

Note if any positions are seasonal, temporary, etc.

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Stakeholder Involvement – Basic Outreach and Engagement

WHICH OF THE FOLLOWING OUTREACH ACTIVITIES DID YOUR ORGANIZATION USE IN 2019?

8. **MEETINGS** (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 a neighborhood specific initiative
- Hosted at least one general membership or committee meeting in response to a City request for input - such as a development proposal, transit planning or public works project
- Conducted one or more focus groups

9. **DOOR-TO-DOOR** (Check all that apply)

Door-Knocking (with goal of face-to-face engagement)

- At least once reaching a portion of neighborhood
- At least once reaching most or all of the neighborhood
- For more than one issue/outreach effort
- On a routine basis
- Conducted primarily by staff members
- Conducted primarily by volunteers
- Carried out primarily to increase membership and participation
- Carried out primarily to gather input or inform on a specific city or neighborhood issue

10. Approximately **HOW MANY HOUSEHOLDS DID YOU REACH** through door-knocking in 2019?

Please provide a whole number only

11. **Flyering** - Dropping literature at doors (Check all that apply)

- At least once reaching a portion of neighborhood
- At least once reaching most or all of the neighborhood
- Carried out primarily to inform and increase membership and participation
- Carried out primarily to gather input or inform on a specific city or neighborhood issue

12. Approximately **HOW MANY HOUSEHOLDS DID YOU REACH** through flyering in 2019?

Please provide a whole number only

13. **EVENTS** (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.)

14. **COMMUNICATION** (Fill in all that apply)

Print a paper newsletter
(If so, at what frequency?)

Number of subscribers to
your email list

Number of followers on
Facebook and Twitter Combined

OTHER (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

Other activities (please describe here):

- Started developing new partnership with neighborhood school.
- Tabled at Open Streets and NE Farmers Market.
- Tabled at annual event in the park.
- Continued partnership with local park to enhance offerings at the park building.
- Reached out to local public housing hi-rise and scheduled focus group meeting with hired facilitator. (Cancelled by hi-rise management due to reasons unrelated to our functions.)
- Reach 3,000 addresses via flyering each month with partial Spanish translations.

15. Please provide an **ESTIMATE OF THE VOLUNTEER HOURS PROVIDED** to your organization in 2019.

1152

Please provide a whole number only

16. **HOW DID YOUR ORGANIZATION REACH OUT TO UNDER-REPRESENTED GROUPS IN YOUR NEIGHBORHOOD?** (Check all that apply)

- 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 here):

17. What more would you like to tell NCR or the community **ABOUT YOUR STAKEHOLDER INVOLVEMENT?** What are you doing that is **NEW OR PARTICULARLY SUCCESSFUL TO REACH RESIDENTS** and others?

Several new board members were elected at the November 2019 Annual Meeting and Board of Directors Election. Plans are already underway for new outreach approaches in 2020 to reach all neighborhood residents and business, with focus on renters.

2019 Community Participation Program Annual Report 2019 Highlights

PLEASE DESCRIBE ONE OR TWO MAJOR HIGHLIGHTS

- 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?

18. **MAJOR HIGHLIGHT #1**

Road re-construction issues on Johnson Street and on 18th Avenue NE continued to be regular topics for WPCiA in 2019. Johnson Street in particular was (and is) a major discussion topic in the neighborhood, at neighborhood meetings, and in online forums. WPCiA continued working with city planners and public works staff regarding design, traffic calming, pros and cons of bike pathways, parking issues, and other safety-related issues stemming from the upcoming total rehab of Johnson Street in our neighborhood. There was difference of opinion on key aspects of the project that are yet to be resolved. The topic was on most if not all WPCiA monthly meeting agendas in 2019, with city staff usually agreeing to attend meetings to provide updates and receive input from residents and businesses. This continues into 2020, with final draft concept designs for Johnson Street expected in March. City staff sometimes cancelled on short notice.

19. **MAJOR HIGHLIGHT #2**

In 2019 WPCiA began a community review of our NRP funds and strategies. This was initiated by the expiration of the city's seven-year mark following passage of our Neighborhood Action Plan - Phase II. This process has already started conversation and action among residents and board members about priorities for the neighborhood, upcoming projects, past projects, and the history of NRP and CPP. An NRP Implementation and Review Committee was formed in 2019 and will be reignited in 2020.

Somewhat in conjunction with this, WPCiA has been monitoring the Neighborhoods 2020 project and discussion potential changes this may bring to the neighborhood and to the organization.

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20. Please send us a copy of your **OVERALL ORGANIZATIONAL BUDGET** for your current fiscal year (including City and other restricted or non-restricted funds) to ncr@minneapolismn.gov with the Subject Line: *2019 CPP Annual Report Budget*.

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21. Please Send your **CURRENT BOARD LIST with NAMES and CONTACT INFORMATION** (Name, Street Address, Email, Phone) to ncr@minneapolismn.gov with the Subject Line: *2019 CPP Annual Report Board List*. (This information will not be made public by NCR or shared with others - it is for internal use only.)

22. We'd love to share your highlights with others.
If possible, send digital photos, videos, illustrations to ncr@minneapolismn.gov with the Subject Line: *2019 CPP Annual Report Images*. If you have a large digital file, please make arrangements to mail or deliver a copy directly to your NCR Neighborhood Specialist.

THANK YOU!