

## **Community Participation Program Guide to 2011 Annual Reports**

**Intended audience:** Your Community Participation Program annual report is primarily intended to inform the NCR Department, the Neighborhood and Community Engagement Commission (NCEC) and the public about your Community Participation Program activities. You may also want to use your annual report to NCR as a way to inform others about your work, including funders, other neighborhood organizations, City departments and the City Council. If your organization produces a separate report for your annual meeting, you may also want to include it as supplemental material.

**Contents:** At a minimum, your annual report should address the following:

### *1. Accomplishments*

What were your organization's major accomplishments in 2011? How were individuals in your community directly impacted by your work?

#### **Master Plan Project**

- We held four (4) Community Design Sessions all with 50+ in attendance. Topics were:  
Discovery ~ ~ Visioning ~ ~ Sustainability ~ ~ ~ ~ Land Use Planning/Writing the Plan
- We organized and conducted five (5) Thursday evening Educational Forums related to the Master Plan. Topics were: History of Loring Park Neighborhood ~ ~ ~ Creative Economy ~ ~ ~ Multi-Modal Transportation (held three of these in partnership with Stevens Square Neighborhood).
- We conducted ten (10) Focus Groups related to the Master Plan development  
Condo Owners ~ ~ ~ Property Owners ~ ~ ~ Artists and Cultural Organizations ~ ~ ~  
Historic Churches and Institutions ~ ~ ~ Nicollet Ave. Businesses ~ ~ ~ ~ Harmon Avenue  
~ ~ ~ ~
- We participated in a series of events. CLPC either Initiated, Sponsored, or Partnered in these events. They included: Winter Festival ~ ~ ~ Loring Park Art Festival ~ ~ ~  
Neighborhood National Night Out ~ ~ ~ ~ Loring Park Acoustic Music Festival ~ ~ ~ ~ PRIDE  
Festival ~ ~ ~ Annual Holiday Party & Curry Dinner ~ ~ ~ ~ "Love Loring" Fundraiser &  
Silent Auction ~ ~ ~ Family Fun Night at Loring Park, an Associated Aquatennial Event ~ ~ ~

All events were very successful and a great opportunity for outreach, connecting with the community, building relationships, strengthening partnerships, and building future partnerships.

### *2. 2011 CPP Submission*

Reviewing your submission for CPP funds for 2011, what outreach and engagement activities did you carry out? What worked well, and what did not work so well? Why?

***See below, answer to above in Question #3.***

### 3. Stakeholder Involvement

Reviewing your submission for CPP funds for 2011, how did you reach out to and involve under-represented communities? Did you find any strategies to be particularly successful?

- Three (4) interpreted *Safety Meetings*, in partnership with Minneapolis Police Department were held. Each drew an attendance of no less than forty (40). Our 2011 goal was 20 at each training.
- A *Block Leader training* was held, training twelve (12) neighborhood residents (our 2011 goal was 10).
- We continue to build the *Loring Park Acoustic Music Festival*. We doubled in attendance from 2010, but we would like to see the Loring Park amphitheatre filled for the majority of this event.
- Our *Partnership with Minneapolis Community and Technical College* has been tremendously successful. We have gone from outreach to two (2) individuals being elected on our Board. We have classes participate with our Committees and over a dozen students active volunteers at Community Events. Our CLPC Coordinator sits on an Advisory Committee which is creating curriculum for a new Community Development/Community Organizing tract at the college. One of our students, just announced at the 2011 PRIDE Festival, his candidacy to run for Ward 7 Council seat. It is a CLPC Sustainability strategy to include the students and build our organization.

Please also provide the following:

A. How many people currently serve on your board? Are there vacancies?

*We have ten (10) openings on our Board and at this time all are filled.*

B. Approximately how many individuals have participated in committee meetings in the last year?

*Master Plan Process – Over 500 participants in 2011.*

*Land Use Committee – Development Projects drew out 20-45 people per meeting*

*Livability Committee – We have a steady attendance of 20 and special safety meetings of businesses and partners have drawn up to 30 at each meeting.*

*Special Events – We have a group of volunteers which love events and always volunteer for our CLPC Information Booth or for a role at the events. This number is now at 45 volunteers. The events themselves, expose CLPC and its work to thousands of people each summer. The Annual Holiday Party and Curry dinner draws over 100 in attendance and the Winter Festival around 50 in attendance.*

C. How many people attended your annual meeting? *Over 100.*

D. How many households regularly receive your publications (such as newsletters or newspapers)? *We do not do a newsletter.*

E. Approximately how many people participate in other activities of the organization?  
*See answers above, thousands have been involved with events and over 250 active volunteers throughout the year.*

4. *Financial Reports*

Please provide an income and expense report for your organization for the year. (Please include all funding sources). *We are in the process of closing out our 2011 fiscal year.*

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

1. *Impact*

What interactions occupied a major part of your time? What worked well, what could be improved?

Development Projects took up a great deal of our Community Time this year, one in particular being very controversial. Detail to this question is below under question #3.

2. *City Communications – effectiveness*

Answered below in Question #3.

3. *City Communications – timeliness*

Police and Safety Notices are VERY effective.

We have had spotty notification for City Planning issues.

We have had non-regular postings and what seems to be a varied and non-objective process on public review of business licenses.

We have very good communications from the City Councilmember's office. Patrick and Ruth are both very efficient, effective, and helpful.

Neighborhood Community Relations Department communications have been effective and helpful.

4. *City Departments*

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

We are gravely concerned that there are no longer contractual obligations for the City of Minneapolis to send issues of development and land use for "review and comment" as has been the contracted obligation for thirty+ (30+) years under the Citizens Participation Program. Additionally, with the creation of CPED and the shutting down of MCDA there is no longer a Statutorily obligation for citizen input and review. In the Loring Park neighborhood, we have had controversial development projects which needed to have

strong neighborhood voice, input, partnership in their shaping. To know that the only tool we have in place are the “Principles of Community Engagement” does not give us much hope that the neighborhood voice is prioritized or wanted.

Additionally, we believe that all Commissions should operate by the same guidelines. IF you are holding a Public Meeting and the Public shows up to speak, they should read down the sign in sheet – offer everyone 2 minutes, or whatever amount of time is set, and allow everyone who has taken the time to participate, the time to speak. This has become particularly apparent at the Planning Commission, where there could be fifty individuals show up and the chair will say, I will take 20 for the project and 20 not for the project.....setting up controversy. Many individuals have comments about a project, but not necessarily for or against. The City Clerk should set up the process and the Commissions should follow it and all Public Hearings should operate in the same way AND encourage and be thankful for folks taking time off of work to be present and give an opinion as a voter and a tax payer.

5. *City Assistance*

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

Adopt the St. Paul Ordinance on the requirement for neighborhood review and participation in all issues of Land Use and Development and/or put the Citizen Participation language back into the Community Participation Program document.

6. *Other comments?*

*None at this time.*