

## **MEMORANDUM**

To: NRP Policy Board Members and Alternates

From: Robert D. Miller, Director

Date: January 18, 2005

Subject: Armatage NRP Phase II Neighborhood Action Plan

The Armatage Neighborhood Association (ANA) is submitting their Phase II Neighborhood Action Plan for your review and approval. The neighborhood met the eligibility requirements approved by the Policy Board for entry into Phase II in March of 2001 (95.9% of their Phase I plan was contracted at that time). The Phase I review was presented to the neighborhood for their approval, along with the Phase II Participation Agreement, on March 19, 2002. The Policy Board approved the Phase II Participation Agreement on March 25, 2002 and also approved advancing \$23,111 from the Phase II Plan Development Advance Fund for the Phase II planning efforts of the neighborhood. The advance has been incorporated into the neighborhood's NRP Phase II Action Plan.

The neighborhood began work on its Phase II plan development effort in September 2002. As part of the data collection and information gathering phase, the Steering Committee mailed a survey to residents and conducted focus groups to obtain information for developing the plan. The strategies developed by the neighborhood volunteer work groups address the findings from the survey and focus groups and respond to the needs and concerns of the neighborhood. The draft plan was presented for neighborhood review and comment at the ANA Winter Festival on February 23, 2003. A summary of the plan was mailed to all ANA households along with a mail-in ballot card. The residents overwhelmingly approved the plan and the ANA Board subsequently approved the NRP Phase II Neighborhood Action Plan at its April 21, 2003 Board meeting.

The plan was presented to the MRT and the Policy Board in the spring of 2003. The members of the ANA board met during the fall of 2004, after final neighborhood allocations had been determined by the Policy Board, to reduce the plan from their original expectation of \$631,000 to the approved allocation of \$375,682. The Armatage Neighborhood Association membership and Board approved the revised plan on December 14, 2004.

The Armatage Phase II Neighborhood Action Plan requests a total NRP appropriation of \$375,682. Of this amount, \$23,111 was advanced to the Armatage\_Neighborhood NRP Phase II Neighborhood Action Plan from the NRP Phase II Plan Development Fund on March 25, 2002. The appropriation request is consistent with the Phase II allocations approved by the Policy Board on April 19, 2004, allocates 70% of the plan to housing and housing related strategies, and includes a COPSI Reserve Fund allocation of \$9,762.50.

The formal legal review from NRP's external counsel indicates that all of the proposed strategies are consistent with the NRP statute. The Management Review Team reviewed and commented on the plan at its January 6, 2005 meeting. Their comments are attached. Based upon these reviews and the request of the neighborhood, I recommend that the Policy Board adopt the following resolution.

**WHEREAS:** On April 19, 2004, the Minneapolis Neighborhood Revitalization Program (NRP) Policy Board ("Board") approved a Phase II allocation for the Armatage neighborhood of \$375,682, based on the Phase II revenues projected for NRP;

**WHEREAS:** The neighborhood conducted an extensive Phase II neighborhood planning process that began in 2002 and has submitted an Armatage NRP Phase II Neighborhood Action Plan that requests a Phase II allocation of \$375,682;

**BE IT RESOLVED:** That the Minneapolis Neighborhood Revitalization Policy Board (Board) hereby accepts and adopts the Armatage NRP Phase II Neighborhood Action Plan dated December 14, 2004;

**RESOLVED FURTHER:** That the Board hereby authorizes the Director to request the City Council and Mayor [a] amend the 2005 General Appropriation resolution by increasing the Community Planning and Economic Development Department agency Fund CNR – NRP Program Fund (CNR0-890-3550) by \$352,571 and [b] authorize the appropriate City officers to enter into any contracts or agreements necessary to implement the activities above;

**RESOLVED FURTHER:** That up to 70 percent of the amount approved for this plan (\$262,977) shall be available for obligation in the first three (3) years after approval of the appropriation for this plan.

**Minneapolis Neighborhood Revitalization Program (NRP)**

**A r m a t a g e**



**Armatage Neighborhood  
NRP Phase II Action Plan  
December 14, 2004**

**Respectfully Submitted by:**

**Armatage Neighborhood Association (ANA)**  
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# ANA NRP PHASE II

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## Table of Contents

<b>I.</b>	<b>Executive Summary</b>	1
<b>II.</b>	<b>Neighborhood Background</b>	3
<b>III.</b>	<b>Planning Process</b>	4
<b>IV.</b>	<b>Phase II Action Plan</b>	
	A. Housing	
	1.1.1 Home Improvement Program	7
	B. Community Life	
	1.1.1 Youthstart Work Program	9
	1.1.2 Youth Involvement Program	10
	1.1.3 After School Educational Support Program	11
	1.2.1 Pedestrian Scale Lighting and Neighborhood Identity Banners	12
	1.2.2 Exterior Business Improvements	13
	1.3.1 Neighborhood Events	14
	1.3.2 Neighborhood Newsletter	15
	1.4.1.1 NRP Coordinator	16
	1.4.1.2 Implementation	17
	C. Safety	
	1.1.1 Responsible Driving Program	19
	1.1.2 Slow Traffic Speeds	20
	1.2.1 Community Safety	21
	1.3.1 Neighborhood Lighting	22
	1.4.1 Know Your Neighbor Program	23
	1.5.1 Community Oriented Public Safety Initiatives Reserve Fund	24
<b>V.</b>	<b>Addenda</b>	
	A. Phase II Participation Agreement	
	B. Survey	
	C. Survey Results	
	D. Focus Group Results	
	E. Phase I Plan Summary	
	F. Management Tool	

# ANA NRP PHASE II

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## I. Executive Summary

### The Planning Process

March 20, 2001	The Armatage Neighborhood Association meets eligibility requirements for entry into NRP Phase II: 95.9% Phase I funds contracted 78% Phase I funds expended
December 11, 2001	Armatage Neighborhood Association Board and community members begin drafting of Phase II Participation Agreement.
March 19, 2002	Phase II Participation Agreement approved by neighborhood vote at ANA Annual Meeting.
March 25, 2002	ANA Phase II Participation Agreement approved by NRP Policy Board.
September 17, 2002	Steering Committee appointed to begin Phase II planning.
November 2002 - December 2002	Data Collection Phase, which included the return of 240 surveys and six neighborhood focus groups attended by 65 residents.
January 2003 - February 2003	Plan Development Phase which included: <ul style="list-style-type: none"><li><input type="checkbox"/> Steering Committee meetings to review survey and focus group results in January.</li><li><input type="checkbox"/> Newsletter sent to residents with upcoming dates for comment period and plan vote in February.</li><li><input type="checkbox"/> ANA Board meeting to approve Phase II plan draft in February.</li><li><input type="checkbox"/> Draft available for review on neighborhood website and at Winter Festival in February.</li></ul>
March 2003	<ul style="list-style-type: none"><li><input type="checkbox"/> Summary of NRP Phase II Plan mailed with ballot attached for voting.</li><li><input type="checkbox"/> Open House to answer final plan questions prior to Annual Meeting on March 18th.</li><li><input type="checkbox"/> Board and general membership vote preliminary approval on March 18th.</li></ul>
April 21, 2003	<ul style="list-style-type: none"><li><input type="checkbox"/> ANA Board votes final approval on plan.</li></ul>
December 14, 2004	<ul style="list-style-type: none"><li><input type="checkbox"/> Neighborhood votes final approval of revised plan.</li></ul>

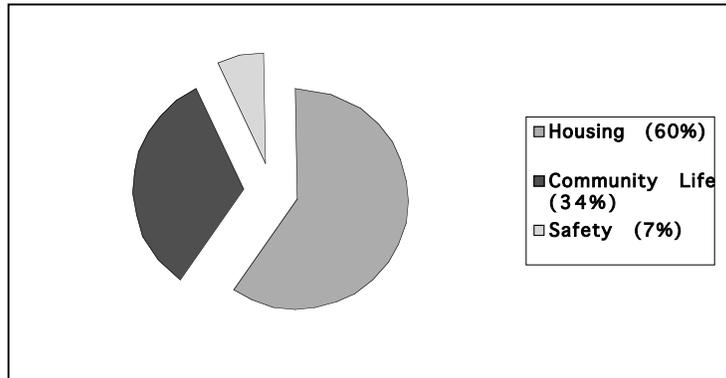
# ANA NRP PHASE II

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## The Plan

### Total Estimated Allocation For Phase II Plan: \$375,682

This Armatage Neighborhood Phase II Plan allocation will be divided between plan areas in the following manner:



#### A. Housing Total: \$223,777 (60% of total plan allocation)

The goal of the housing projects is the preservation of quality housing opportunities for all residents.

#### B. Non-Housing Total: \$151,905 (40% of total plan allocation)

##### 1.) Community Life: \$125,905 (34% of total plan allocation)

The goal of Community Life projects is to preserve Armatage as a vibrant, supportive community for people who live and work here. This will be accomplished through the following projects:

Youthstart Work Program	Youth Involvement Program
After School Educational Support Program	Exterior Business Improvements
Neighborhood newsletter	Neighborhood Events
NRP Coordinator	
Pedestrian Scale Lighting and Neighborhood Identity Banners	

##### 2.) Safety: \$26,000 (7% of total plan allocation)

The goal of the Safety projects is to create a neighborhood that looks and feels safe. This will be accomplished through the following projects:

Responsible Driving Program	Slow Traffic Speeds
Community Safety	Neighborhood Lighting
Know Your Neighbor Program	
Community Oriented Public Safety Initiatives Reserve Fund (COPSIRF)	

## II. Neighborhood Background

The Armatage neighborhood was originally part of Richfield but was annexed to Minneapolis in the mid-1920s. Homes in the neighborhood began to rise up in the 1940s, and by 1960 most of the neighborhood was established. Our neighborhood is named for Maude Armatage. During her many years of community service, she was tireless in her efforts to improve the civic, cultural, recreational, and educational life of this community as the first woman elected to the Minneapolis Board of Park Commissioners.

Armatage is well regarded today as one of the cities' finest neighborhoods in which to live. It is abundant with residents who take great pride in their property, as well as their strong sense of community. Our neighborhood is one of the safest of the eighty-one neighborhoods in the city of Minneapolis. Armatage Park, and Armatage Community and Montessori School, are buzzing with activity year round with people of all ages. Residents come to learn, get involved in sports and recreation activities, join community groups, and attend special events. The Armatage neighborhood has a nice diversity of businesses to offer residents and visitors, and a variety of housing options including single-family homes, duplexes, and apartment buildings. The Armatage neighborhood is home to twenty-seven businesses, an elementary school, a community center, a church, and 4759 residents.

The Armatage Neighborhood Association is particularly proud of the recognition the neighborhood has received for its' Phase I work. At the NRP's 10-year Anniversary Awards Dinner, the Armatage Neighborhood was recognized for its nomination in the Best Multi-Jurisdictional Project category.

### Geographic Area Served

The Armatage Neighborhood is in southwest Minneapolis, bounded on the north and south by 54th Street and Highway 62, and on the east and west by Logan and Xerxes Avenues respectively.

### Population Served

According to the 2000 Census, the total population of the Armatage neighborhood is 4,759. This is 122 residents less than in 1990, or an overall decrease of 2.5%. A more specific look at the neighborhood reflects the changes in race and ethnicity. Armatage has residents of every ethnic group including: Hispanic or Latino; American Indians and Alaska Natives; Black or African American; and Asian, Native Hawaiian and other Pacific Islander. This diversity has increased in the Armatage neighborhood over the past ten years, with the total percent reflecting 11% of the neighborhood's population.

Other changes in demographics have occurred over the last ten years as well. The neighborhood is now comprised of 17% of renter-occupied housing units, which is an increase of 9.5%. The greatest increase in an age group occurred in the age 45-64 category, with a 13% increase. The greatest decrease, of 22%, occurred in the 65 and older age group.

### Organization Information

The Armatage Neighborhood Association (ANA) was established in 1991 to represent all residents and their interests in the neighborhood. The ANA is a 501(c)3 organization with over 160 registered members. The ANA is almost entirely volunteer-driven, with only one quarter-time independent contractor to help manage the organization. ANA's purpose is to protect and promote neighborhood interests and the health, safety, and general welfare of residents within the organization's geographic boundaries in a non-partisan, educational, and cooperative manner.

## III. Planning Process

### Participation Agreement

The first step taken by the ANA in the Phase II Plan Development process was to draft a Phase II Participation Agreement (Addendum A). The Participation Agreement summarized our neighborhood demographics, outlined our organizational structure, and described the process the ANA would undertake to conduct outreach and develop a Phase II plan. Developing the Participation Agreement took place over the course of four months, and the Participation Agreement was approved at the ANA's Annual Meeting on March 19, 2002.

### Outreach

A concerted effort was made by the ANA to ensure that residents had ample opportunities to inform the organization of the neighborhood issues that mattered most to them. To accommodate the needs of neighborhood stakeholders, the ANA utilized a variety of tools to inform these stakeholders about the planning process and their opportunity to get involved. First and foremost, the ANA used their neighborhood newsletter, which is published quarterly, to notify residents of upcoming events related to Phase II such as focus groups, surveys, and voting opportunities. The newsletter is mailed to more than 2,400 residents, businesses, and public facilities in the neighborhood. The ANA also mailed out a postcard to each of these stakeholders, informing them of the focus groups and how they could attend. Furthermore, a survey was mailed to these stakeholders, and absentee property owners. The ANA's final mailing to each property was a summary of the neighborhood plan with a ballot for voting attached.

The ANA utilized other methods of outreach as well. The ANA used their newly launched website to inform residents of upcoming meetings and events, and the website served as an alternate method to register for focus groups and comment on a draft of plan proposals. Also, the ANA used their membership database to call every registered member regarding their opportunity for participation in focus groups. At the beginning of the planning process, flyers were used to recruit Steering Committee members. Additionally, the ANA used already popular events like the annual Winter Festival to solicit input from residents on plan strategies.

Under-represented groups were approached using additional outreach methods. Business owners and known renters received personal phone calls inviting them to participate in their population's focus group, and youth were recruited to attend a focus group through Armatage Park. Finally, as a way to minimize attrition in focus groups, people that pre-registered received a confirmation letter that included an outline of discussion items for them to review in advance.

### Research

In order to discover the vision people have for the Armatage neighborhood, the ANA utilized multiple research tools. First, the ANA conducted a neighborhood-wide survey that was mailed to every property owner that included an overview of Phase I activities and a questionnaire about Phase II priorities (Addendum B). We received 240 completed surveys from residents representing a variety of ages, ethnicity, and length of residency. The results of this survey are presented in Addendum C.

# ANA NRP PHASE II

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Additionally, we held six of the seven scheduled focus groups, with a total attendance of 65 residents. Focus groups were structured based on the stakeholders involved. The focus groups were: People without Children, Families, Seniors, Youth, Businesses, and an Open group for people who were not able to attend any of the other groups. Although we offered a group for Renters, only one person of those that registered showed up for that group. A final report on Focus Group Findings can be found in Addendum D.

## **Plan Development, Feedback, and Approval**

The information gathered from these research tools was then used by the Steering Committee as a guide in developing Phase II plan strategies. After a preliminary plan was drafted, ANA Board Members reviewed it at their monthly meeting on February 17<sup>th</sup>. Neighbors also had the opportunity to review the draft and provide feedback in two ways, via the neighborhood website and at the Armatage Neighborhood Winter Festival on February 23<sup>rd</sup>. This gave the Steering Committee the opportunity to take these comments and improve upon the existing document. After the document was revised, a summary of the plan was mailed to every property in the neighborhood with a ballot attached that could be completed and returned. In addition, on March 18<sup>th</sup>, the ANA hosted an Open House prior to their Annual Meeting for residents to come and ask questions about the plan. The plan was voted on and approved at this meeting.

## **Key Dates:**

The following dates represent key meetings held in the planning of the Armatage Neighborhood Association's NRP Phase II plan:

- ❑ Neighborhood Meeting Discussions to Recruit Steering Committee Members: 5/21/02, 8/20/02
- ❑ NRP Phase II Full Steering Committee Meetings: 10/3/02, 12/5/02, 1/15/03, 1/28/03
- ❑ NRP Phase II Focus Group Subcommittee Meetings: 10/22/02, 10/29/02, 11/26/02
- ❑ NRP Phase II Survey Subcommittee Meetings: 10/8/02, 10/21/02
- ❑ Steering Committee Updates at Armatage Neighborhood Association Meetings: 10/15/02, 11/18/02, 12/17/02, 1/17/03, 2/18/03
- ❑ Focus Group Dates: 12/4/02; 2 groups on 12/6/02; 2 groups on 12/10/02; 12/11/02; 12/12/02

## **Additional key dates in the planning process:**

- ❑ August 2002 – Residents receive newsletter soliciting Steering Committee participation.
- ❑ September 17, 2002 – Steering committee members appointed by ANA Board.
- ❑ November 2002 – Residents receive newsletter informing them of upcoming survey and focus groups.
- ❑ November 2002 – Neighborhood surveys mailed to residents for input on Phase II priorities; 240 surveys returned.
- ❑ December 2002 – Neighborhood focus groups held.
- ❑ January 21, 2003 – ANA Board and community members received Phase II survey and focus group results.

# ANA NRP PHASE II

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- ❑ February 2003 – Residents received neighborhood newsletter informing them of important upcoming dates for comment periods and plan vote.
- ❑ February 10, 2003 – Residents began viewing plan draft on neighborhood web site and provided comments.
- ❑ February 17, 2003 – ANA Board reviewed and approved Phase II plan draft.
- ❑ February 23, 2003 – Winter Festival held where residents could view plan draft, ask questions, and provide comment.
- ❑ March 2003 – Residents mailed a summary of NRP Phase II Plan, with ballot attached for voting.
- ❑ March 18, 2003 – Open House prior to Annual Meeting for questions about plan. Board vote is taken for approval of NRP Phase II Plan.
- ❑ April 21, 2003 – Board grants final approval of plan based on neighborhood ballots.
- ❑ May 19, 2003 – Approved NRP Phase II Plan is presented to NRP Policy Board.
- ❑ September – November 2004 – ANA Board members meet to adjust plan based on reduced funding.
- ❑ December 14, 2004 – Residents invited to attend neighborhood meeting to vote on revised Phase II Plan.

## IV. Phase II Action Plan

### A. Housing

**Total Housing Allocation:**      **\$223,777** (60% of the ANA NRP Phase II funds are designated for housing programs)

#### 1.1.1 Home Improvement Program

**Goal:**                                    **Develop and preserve a mix of quality housing types that are safe, attractive, affordable, and available to meet both the current and future housing needs of Minneapolis residents.**

**Objective:**                            **Rehabilitate existing housing to prevent deterioration of the City's housing stock, to maintain the quality and unique character of neighborhoods, and invest in existing housing with value added improvements.**

**Strategy:**                            **Develop a program or participate in the NRP Housing Investment Fund which best serves the needs of the potential applicants; improves housing quality, quantity, and affordability; and increases housing options throughout the city.**

**Rationale:**                            Neighborhood survey indicated overwhelming interest from Armatage residents in providing smaller loans to greater numbers of people, with a focus on preserving neighborhood appearance and addressing the need for increased home space. In addition, focus group participants indicated interest in further home improvement programs to expand home sizes in the area, and encourage less well-maintained homes to make improvements. This may also be considered for rental property owners as both survey and focus group participants indicated a concern about the decline in maintenance of neighborhood rental properties. Neighborhood housing programs will serve single and multifamily housing units.  
**Relates to City Goal: Foster the development and preservation of a mix of housing types that is available, affordable, and meets current needs and promotes future growth.**

**Partners:**                            Armatage Neighborhood Association (ANA)  
Armatage neighborhood property owners  
Community Housing Agencies

**Contract Administrator:**    DFD

**Schedule:**                            Research and planning – 2005-2006  
Funding – 2006: \$58,777, 2007: \$50,000; 2008: \$50,000; 2009: \$65,000

**Resources:**                            \$223,777 in NRP funds will be used for program costs and administration  
Where possible, funds may be leveraged from property owners' matching funds or home improvement investment above the NRP loan amount.

# ANA NRP PHASE II

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How:

- Establish ANA Home Improvement program committee.
- Develop program that meets the needs of neighborhood residents.
- Determine program administrator through a competitive selection process.
- Work with city partners to contract the program.
- Promote the program through the newsletter.
- Evaluate and report outcomes to the neighborhood and NRP database.

# ANA NRP PHASE II

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## B. Community Life

**Total Community Life Allocation: \$125,905** (34% of the ANA NRP Phase II funds are designated for Community Life programs)

### 1.1.1 Youthstart Work Program

- Goal:** Preserve Armatage as a vibrant, supportive community for people who live and work here.
- Objective:** Increase the opportunities for youth to have meaningful relationships with the community.
- Strategy:** Provide job opportunities for youth ages 12-15 through an Armatage Park Youthstart Work Program.
- Rationale:** Although almost 70% of survey respondents indicated job opportunities for youth were very important, almost 60% rated job opportunities in the neighborhood as fair to poor. In addition, the youth focus group commented that they wanted to work, but the neighborhood businesses would not hire them because of their young age. The Youthstart Program will assist youth in developing a sense of responsibility and discipline, while also being of service to the park and community members. **Relates to City Goal: Promote public, community, and private partnerships to address disparities and to support strong, healthy families and communities.**
- Partners:** Minneapolis Park and Recreation Board (MPRB)  
Armatage Neighborhood Association
- Contract Administrator:** MPRB
- Schedule:** Research and planning – 2005  
Funding: 2006-\$6,240; 2007-\$6,240; 2008-\$2,520
- Resources:** \$15,000 in NRP funds to be used for program costs. These program funds could provide the equivalent for 4 youth to work 2 hours/day, five days a week, for almost 2 \_ years.  
Leveraged community service hours from youth in program.  
Program administration by Minneapolis Park and Recreation Board.
- How:**
- Establish an ANA Youth Programs committee.
  - Work with MPRB to develop Youthstart Work Program guidelines.
  - Promote program through ANA newsletter and MPRB publications.
  - Evaluate and report outcomes to the neighborhood and NRP database.

## B. Community Life

### 1.1.2 Youth Involvement Program

- Goal:** Preserve Armatage as a vibrant, supportive community for people who live and work here.
- Objective:** Increase the opportunities for youth to have meaningful relationships with the community.
- Strategy:** Provide enrichment opportunities for Armatage youth to engage in recreational programs after school and during the summer.
- Rationale:** Despite the fact that the majority of survey respondents did not have children under the age of 18, they overwhelmingly rated after school and summer programs as very important for youth. In addition, the highest number of handwritten comments in the safety section of the survey indicated concerns about teen behavior in the neighborhood. This program provides social development opportunities for young people to be engaged in positive activities in a supervised manner regardless of financial circumstances. **Relates to City Goal: Promote public, community, and private partnerships to address disparities and to support strong, healthy families and communities.**
- Partners:** Hennepin County  
Armatage Neighborhood Association
- Contract Administrator:** Hennepin County
- Schedule:** Research and Planning – 2005  
Funding 2006 - \$1,250; 2007 - \$1,250
- Resources:** \$2,500 in NRP funds: These funds would allow an average of 12 youth to attend 30 field trips over the course of two years.  
Program Assistance by Minneapolis Park and Recreation Board.
- How:**
- Establish an ANA Youth Programs committee.
  - Work with Hennepin County to develop Youth Involvement Program guidelines.
  - Promote program through ANA newsletter and MPRB publications.
  - Evaluate and report outcomes to the neighborhood and NRP database.

## B. Community Life

### 1.1.3 After School Educational Support Programs

<b>Goal:</b>	<b>Preserve Armatage as a vibrant, supportive community for people who live and work here.</b>
<b>Objective:</b>	<b>Increase the opportunities for youth to have meaningful relationships with the community.</b>
<b>Strategy:</b>	<b>Provide support programs for after school educational classes at Armatage Community School for youth ages 5-12.</b>
<b>Rationale:</b>	After school programs were rated very important by 86.4% of survey respondents. School budget cuts forced an increase in program fees this year for after school classes. As a result, many students who need additional academic assistance through these classes will be unable to make strides in their academic progress. <b>Relates to City Goal: Promote public, community, and private partnerships to address disparities and to support strong, healthy families and communities.</b>
<b>Partners:</b>	Armatage Neighborhood Association Minneapolis Public Schools, Community Education (MPS)
<b>Contract Administrator:</b>	MPS
<b>Schedule:</b>	Research and Planning – 2005 Funding 2006 -\$2,500; 2007 - \$2,500
<b>Resources:</b>	\$5,000 in NRP funds: This program would be able to serve twenty students for three quarters per year for two years. Program administration by Minneapolis Public Schools.
<b>How:</b>	<ul style="list-style-type: none"><li><input type="checkbox"/> Establish an ANA Youth Programs committee.</li><li><input type="checkbox"/> Work with MPS to develop After School Educational Support Program guidelines.</li><li><input type="checkbox"/> Promote program through ANA newsletter and school publications.</li><li><input type="checkbox"/> Evaluate and report outcomes to the neighborhood and NRP database.</li></ul>

## B. Community Life

### 1.2.1 Pedestrian Scale Lighting and Neighborhood Identity Banners

<b>Goal:</b>	<b>Preserve Armatage as a vibrant, supportive community for people who live and work here.</b>
<b>Objective:</b>	<b>Increase the safety, sense of place, and welcoming environment of businesses in Armatage commercial nodes.</b>
<b>Strategy:</b>	<b>Create community identity, and improve pedestrian safety and vitality in commercial nodes through the use of pedestrian scale street lighting and neighborhood identity banners.</b>
<b>Rationale:</b>	Approximately 72% of survey respondents indicated that the appearance of neighborhood businesses is very important. In addition, business owners who attended their focus group stated that pedestrian scale street lights and neighborhood identity banners would improve the Armatage business environment. <b>Relates to City Goal: Build communities where all people feel safe and trust the City's public safety professionals and systems; and maintain the physical infrastructure to ensure a healthy, vital, and safe City.</b>
<b>Partners:</b>	Armatage Neighborhood Association (ANA) Armatage business owners Public Works Department (PW)
<b>Contract Administrator:</b>	Minneapolis Public Works Department
<b>Schedule:</b>	Research and Planning: 2005-06 Funding: 2006 - \$53,405
<b>Resources:</b>	\$53,405 in NRP funds Administrative support from Public Works CPTED from Planning Department Special Assessment
<b>How:</b>	<ul style="list-style-type: none"><li><input type="checkbox"/> Coordinate with Armatage Business Association.</li><li><input type="checkbox"/> Work with Public Works to identify areas to be included.</li><li><input type="checkbox"/> Work with City Council Member to petition for improvements.</li><li><input type="checkbox"/> Work with CPED to maximize funds from available sources.</li><li><input type="checkbox"/> Promote program in ANA newsletter and mailing to businesses.</li><li><input type="checkbox"/> Evaluate and report outcomes to neighborhood and NRP database.</li></ul>

# ANA NRP PHASE II

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## B. Community Life

### 1.2.2 Exterior Business Improvements

<b>Goal:</b>	<b>Preserve Armatage as a vibrant, supportive community for people who live and work here.</b>
<b>Objective:</b>	<b>Increase the safety, sense of place, and welcoming environment of businesses in Armatage commercial nodes.</b>
<b>Strategy:</b>	<b>Provide matching funds to businesses for exterior improvements.</b>
<b>Rationale:</b>	When asked to rank the highest non-housing funding priorities, the highest number of handwritten survey comments indicated neighborhood appearance was a priority. In addition, 93.3% of respondents ranked neighborhood appearance as very important. Focus group participants noted the business improvements that had been made in Phase I and indicated an interest in seeing more improvements made in the future. <b>Relates to City Goal: Create an environment that maximizes economic development opportunities within Minneapolis by focusing on the City's physical and human assets.</b>
<b>Partners:</b>	Armatage Neighborhood Association (ANA) Armatage business owners Community Planning and Economic Development (CPED)
<b>Contract Administrator:</b>	CPED Economic Policy and Development Division
<b>Schedule:</b>	Research and Planning: 2005-06 Funding: 2006 – \$10,000
<b>Resources:</b>	\$10,000 in NRP funds Administrative support from Armatage Neighborhood Association. Leveraged matching funds from business owners: \$10,000
<b>How:</b>	<input type="checkbox"/> Coordinate with Armatage Business Association. <input type="checkbox"/> Work with CPED to establish program guidelines and maximize funds from available sources. <input type="checkbox"/> Promote program in ANA newsletter and through mailings to businesses. <input type="checkbox"/> Evaluate and report outcomes to neighborhood and NRP database.

# ANA NRP PHASE II

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## B. Community Life

### 1.3.1 Neighborhood Events

<b>Goal:</b>	<b>Preserve Armatage as a vibrant, supportive community for people who live and work here.</b>
<b>Objective:</b>	<b>Increase community identity through awareness of, and participation in, community events.</b>
<b>Strategy:</b>	<b>Host annual neighborhood events.</b>
<b>Rationale:</b>	Approximately 80% of survey respondents indicated that neighborhood events were either very or somewhat important. Participation in neighborhood garage sales initiated in Phase I has been consistent and viewed as a positive neighborhood event. <b>Relates to City Goal: Promote public, community, and private partnerships to address disparities and to support strong, healthy families and communities.</b>
<b>Partners:</b>	Armatage Neighborhood Association (ANA) Armatage Park Armatage Community Council
<b>Contract Administrator:</b>	N/A
<b>Schedule:</b>	Events to be held annually: 2003-2009 Funding: \$0
<b>Resources:</b>	In-kind support of volunteers Donations from area businesses and residents Fees from garage sale participants ANA Staff (See administrative funds: B 1.4.1)
<b>How:</b>	<input type="checkbox"/> Establish ANA Events committee. <input type="checkbox"/> Work with partners to plan and present meaningful events to promote community spirit and encourage volunteerism for NRP activities. <input type="checkbox"/> Evaluate and report outcomes to neighborhood and NRP database.

## B. Community Life

### 1.3.2 Neighborhood Newsletter

<b>Goal:</b>	<b>Preserve Armatage as a vibrant, supportive community for people who live and work here.</b>
<b>Objective:</b>	<b>Increase community identity through awareness of, and participation in, community events.</b>
<b>Strategy:</b>	<b>Continue publishing neighborhood newsletters to inform residents of neighborhood current events.</b>
<b>Rationale:</b>	Consistently across neighborhood focus groups, residents referenced the Armatage neighborhood newsletter as a communication tool that informs them about their community. In addition, residents spontaneously commented on the neighborhood surveys that they felt the neighborhood newsletter was a helpful method of communicating information. <b>Relates to City Goal: Strengthen City government management and enhance community engagement.</b>
<b>Partners:</b>	Armatage Neighborhood Association (ANA) Citizen Participation Staffing (as available)
<b>Contract Administrator:</b>	NRP
<b>Schedule:</b>	Funding: 2005 - \$3,000; 2006 - \$3,000; 2007 - \$3,000; 2008 - \$3,000; 2009 - \$3000
<b>Resources:</b>	\$15,000 in NRP funds CDBG grant funds as available 2005-2008 ANA Staff (See administrative funds: B 1.4.1.1)
<b>How:</b>	<input type="checkbox"/> Utilize volunteers and staff to write, edit, and publish neighborhood newsletter, which is delivered to every property in the Armatage neighborhood. <input type="checkbox"/> Evaluate and report outcomes to neighborhood and NRP database.

# ANA NRP PHASE II

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## B. Community Life

### 1.4.1.1 NRP Coordinator

<b>Goal:</b>	<b>Preserve Armatage as a vibrant, supportive community for people who live and work here.</b>
<b>Goal 2:</b>	<b>Ensure positive outcomes for the neighborhood.</b>
<b>Objective:</b>	<b>Maintain the capacity of the Armatage Neighborhood Association through staffing support. Increase the effectiveness of neighborhood organization during plan implementation. Leverage non-NRP funds to increase project impact.</b>
<b>Strategy:</b>	<b>Continue to fund a part-time NRP Coordinator to assist the ANA in the planning of its Phase II NRP Action Plan, and ensure non-personnel organizational support.</b>
<b>Rationale:</b>	Although the Armatage Neighborhood Association Board and Committees are all volunteers, the ANA can benefit from the continued administrative support of a part-time NRP Coordinator to maintain its viability and capacity in the neighborhood. The coordinator will provide continuity between the completion of Phase I and planning of Phase II. In addition, the ANA will need non-personnel funds to continue its functions, and will look to reutilize remaining funds to assist in these processes. <b>Relates to City Goal: Strengthen City government management and enhance community engagement. Promote public, community and private partnerships to address disparities and to support strong, healthy families and communities.</b>
<b>Partners:</b>	Armatage Neighborhood Association (ANA)
<b>Contract Administrator:</b>	NRP
<b>Schedule:</b>	Phase II Plan Development Advance Fund: 2002 - \$23,111
<b>Resources:</b>	\$23,111 of the 25,000 in NRP funds (see budget, page 20) In-kind support from neighborhood volunteers
<b>How:</b>	<input type="checkbox"/> Utilize ANA Personnel committee to develop job description, advertise the position, and select a qualified applicant. <input type="checkbox"/> Evaluate and report outcomes to neighborhood and NRP database.

# ANA NRP PHASE II

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## 1.4.1.2 Implementation

- Goal:** Assure positive outcomes for the neighborhood during implementation of the remaining Phase I and the Phase II Action Plan.
- Objective:** Increase accountability for NRP funds.
- Strategy:** Provide planning, monitoring, evaluation and oversight and leveraging assistance to implement the strategies remaining in the Phase I plan and in the Phase II plan. Work with the city to facilitate neighborhood input on housing and commercial development proposals, zoning, or rezoning, and variance requests.
- Rationale:** Although the Armatage Neighborhood Association Board and Committees are all volunteers, the ANA can benefit from the continued administrative support of a part-time NRP Coordinator to maintain its viability and capacity in the neighborhood. In addition, the ANA will need non-personnel funds to continue its functions, and will look to reutilize remaining funds to assist in these processes. **Relates to City Goal: Strengthen City government management and enhance community engagement. Promote public, community and private partnerships to address disparities and to support strong, healthy families and communities.**
- Partners:** Armatage Neighborhood Association (ANA)
- Contract Administrator:** NRP
- Schedule:** Implementation Funds: 2005 - \$1,889
- Resources:** \$1,889 of the \$25,000 in NRP funds (see budget, page 20)  
In-kind support from neighborhood volunteers
- How:**
- Utilize ANA Personnel committee to develop job description, advertise the position, and select a qualified applicant.
  - Evaluate and report outcomes to neighborhood and NRP database.

# ANA NRP PHASE II

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## NRP Coordinator Budget

### Personnel:

#### Year 2002 – 03 – Prepare Phase II Plan

Participation Agreement

Coordinator and Consultant = \$23,111

**Staff \$15,000**

**Communications \$7,311**

**Supplies/Office \$800**

#### Year 2005 - Part-time Coordinator

Approximately 5 hours/week

for 16 weeks/year @ \$20/hr. =

\$1,600

### Non-Personnel:

#### Year 2005

Insurance \$100

Communications \$100

Supplies \$25

Meetings (child care) \$50

Contingency \$14

Year 2005 Total \$289

Total Administration Budget \$25,000

# ANA NRP PHASE II

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## C. Safety

**Total Safety Allocation: \$26,000** (7% of the ANA NRP Phase II funds are designated for safety programs)

### 1.1.1 Responsible Driving Program

- Goal:** A neighborhood that looks and feels safe.
- Objective:** Increase the level of traffic safety on neighborhood streets and alleys.
- Strategy:** Implement a program to encourage responsible driving in our neighborhood. Program may include a lawn sign campaign, alley speed bumps, grants to blocks to implement safety measures, and use of city speedwagon.
- Rationale:** Although traffic issues were not specifically included in the survey, respondents often included handwritten comments about concerns with increased level of traffic, speeding, and more frequent traffic violations. In addition, these same concerns were shared by attendees in five of the six focus groups. **Relates to City Goal: Build communities where people feel safe and trust the City's public safety professionals and systems.**
- Partners:** Armatage Neighborhood Association (ANA)  
Minneapolis Police Department  
Ward 13 City Council Office  
Lynnhurst and Fulton Neighborhood Associations
- Contract Administrator:** DFD, Police, or Public Works
- Schedule:** Research and Planning 2005-06  
Funding: 2006 - \$6,000; 2007 - \$3,000; 2008 - \$1,000
- Resources:** \$10,000 in NRP funds  
In-kind resources from Minneapolis 5<sup>th</sup> Precinct and Ward 13 Offices
- How:**
- Establish an ANA Safety committee.
  - Work with partners to determine most effective approaches to safety concerns.
  - Develop and implement program.
  - Evaluate and report outcomes to neighborhood and NRP database.

## C. Safety

### 1.1.2 Slow Traffic Speeds

<b>Goal:</b>	<b>A neighborhood that looks and feels safe.</b>
<b>Objective:</b>	<b>Increase the level of traffic safety on neighborhood streets and alleys.</b>
<b>Strategy:</b>	<b>Slow traffic speeds through additional alley signs, stop signs at uncontrolled neighborhood intersections, and investigate the addition of stop lights along Xerxes Avenue.</b>
<b>Rationale:</b>	Although traffic issues were not specifically included in the survey, respondents often included handwritten comments about concerns with increased level of traffic, speeding, and more frequent traffic violations. In addition, these same concerns were cited by attendees in five of the six focus groups. <b>Relates to City Goal: Maintain the physical infrastructure to ensure a healthy, vital, and safe City.</b>
<b>Partners:</b>	Armatage Neighborhood Association (ANA) Ward 13 City Council Office Minneapolis Public Works Department Hennepin County
<b>Contract Manager:</b>	N/A
<b>Schedule:</b>	Research and Planning: 2004 Installation of additional stop signs or lights: 2005
<b>Resources:</b>	\$0 in NRP funds Stop signs from Ward 13 allocation budget
<b>How:</b>	<input type="checkbox"/> Establish an ANA Safety committee. <input type="checkbox"/> Work with partners to determine most effective traffic control measures. <input type="checkbox"/> Evaluate and report outcomes to neighborhood and NRP database.

## C. Safety

### 1.2.1 Community Safety

<b>Goal:</b>	<b>Ensure a safe environment for Armatage residents, businesses, and visitors.</b>
<b>Objective:</b>	<b>Increase neighborhood safety.</b>
<b>Strategy:</b>	<b>Work with existing city programs or create new neighborhood programs to provide information, training, and equipment to promote both public and personal safety.</b>
<b>Rationale:</b>	Survey respondents feelings of security on their property were rated the third lowest of eight neighborhood safety factors. In addition, spontaneous survey comments reflected concerns about increased garage thefts and home burglaries in the neighborhood. The safety and security of Armatage residents, businesses and property owners can be increased through safety workshops, training for emergencies, and safety related equipment. The neighborhood will utilize existing city programs, such as crime and safety training or emergency preparedness training, or will work with experts to develop neighborhood safety programs. Participants in these programs may also be offered opportunities for rebates or matching grants for safety related equipment such as: deadbeat locks, motion detector light installation, window locks, home security systems, or fire extinguishers. Existing government programs or departments may receive funds from this strategy to expand training or to purchase equipment, which promotes and protects public safety. <b>Relates to City Goal: Build communities where people feel safe and trust the City's public safety professionals and systems.</b>
<b>Partners:</b>	Minneapolis Police Department, 5th Precinct Sector Lieutenant, and Crime Prevention Specialist Emergency Preparedness Minneapolis Fire Department 13th Ward Council Member Armatage Neighborhood Association
<b>Contract Administrator:</b>	N/A
<b>Schedule:</b>	Research and planning: 2005
<b>Resources:</b>	\$0 in NRP funds or when available
<b>How:</b>	<input type="checkbox"/> Establish an ANA Safety committee. <input type="checkbox"/> Develop positive relationships with public safety professionals. <input type="checkbox"/> Review existing programs for applicability to neighborhood issues or develop neighborhood specific programs. <input type="checkbox"/> Promote program through ANA newsletter. <input type="checkbox"/> Evaluate and report outcomes to neighborhood and NRP database.

## C. Safety

### 1.3.1 Neighborhood Lighting

<b>Goal:</b>	<b>A neighborhood that looks and feels safe.</b>
<b>Objective:</b>	<b>Improve lighting in neighborhood streets and public spaces.</b>
<b>Strategy:</b>	<b>Inventory lighting needs of the neighborhood along streets, alleys, and at Armatage Park and School.</b>
<b>Rationale:</b>	On our neighborhood survey, respondents rated street and alley lighting the highest in concern of eight neighborhood safety factors. Respondents also cited street lighting as a non-housing neighborhood priority. In addition, participants in every focus group identified a lack of lighting as a safety concern, particularly street lighting and at Armatage Park. <b>Relates to City Goal: Build communities where people feel safe and trust the City's public safety professionals and systems.</b>
<b>Partners:</b>	Armatage Neighborhood Association Minneapolis Public Schools Minneapolis Park and Recreation Board Public Works
<b>Contract Administrator:</b>	N/A
<b>Schedule:</b>	Research and planning: 2003-04 Assessments: 2004-05
<b>Resources:</b>	\$0 in NRP funds or when funds become available
<b>How:</b>	<input type="checkbox"/> Work with partners to determine neighborhood lighting needs and costs. <input type="checkbox"/> Work with the City Council Member to petition for assessments. <input type="checkbox"/> Promote lighting needs in neighborhood newsletter. <input type="checkbox"/> Evaluate and report outcomes to neighborhood and NRP database.

# ANA NRP PHASE II

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## C. Safety

### 1.4.1 “Know Your Neighbor” Program

- Goal:** A neighborhood that looks and feels safe.
- Objective:** Increase communication between neighbors on blocks and between blocks and the ANA.
- Strategy:** Create a “Know Your Neighbor” Program to encourage neighborhood involvement and increase neighborhood spirit. Program activities may include recruiting block contacts, distributing welcome packets, offering grants for block projects, and increasing the visibility and utility of the neighborhood web site.
- Rationale:** During neighborhood focus groups, residents consistently identified block leaders as a critical means for getting up-to-date information about the neighborhood. The Know Your Neighbor program would be a neighborhood-driven program to identify one person on each block who would be willing to be a broader source of information for their neighbors. The contacts would be able to distribute welcome packets to new neighbors and inform them of important neighborhood meetings. In addition, the block contacts could be linked through an upgraded neighborhood web site for access to the latest community information. Strong neighbor-to-neighbor links through this program could be an effective safety measure for our residents. **Relates to City Goal: Promote public, community, and private partnerships to address disparities and to support strong, healthy families and communities**
- Partners:** Armatage Neighborhood Association (ANA)  
Local businesses and service providers  
Web design specialist
- Contract Administrator:** NRP
- Schedule:** Research and planning: 2005-06  
Block recruitment: 2005-06

	2005	2006	2007	2008	2009	Total
Web design upgrades	2,000	-	-	-	-	\$2,000
Web site maintenance	100	100	100	100	100	\$500
Welcome packets/other materials		2,000	6,000	1,400	100	\$9,500
Block grants	400	900	1,400	1,000	300	\$4,000

- Resources:** \$16,000 in NRP funds  
In-kind donations from area businesses
- How:**
- Establish an ANA Safety committee.
  - Work with committee to develop and implement the most effective approaches to the program.
  - Promote program and recruit participants through ANA newsletter.
  - Evaluate and report outcomes to neighborhood and NRP database.

## C. Safety

### 1.5.1 Community Oriented Public Safety Initiatives Reserve Fund (COPSIRF)

- Goal:** A neighborhood that looks and feels safe.
- Objective:** Increase police presence in the Armatage neighborhood.
- Strategy:** Partner with other Southwest Community neighborhoods to access funds from the COPSIRF for commercial area beat/bike patrols, alley sweeps, Crime Prevention activities, and directed patrols in Armatage and the surrounding neighborhoods.
- Rationale:** The NRP set aside one million dollars for neighborhoods to partner with the Minneapolis Police Department to provide additional services that meet the safety and policing needs identified by the neighborhoods. **Relates to City Goal: Build communities where people feel safe and trust the City's public safety professionals and systems.**
- Partners:** Minneapolis Police, 5th Precinct Sector Lt. and Crime Prevention Specialist  
Other Southwest Community neighborhoods -- Fulton, Kenny, Lynnhurst, Tangletown, Windom.
- Contract Administrator:** Police
- Schedule:** 2004
- Resources:** \$9,762.50 from the NRP Phase II COPSIRF
- How:**
- Work with partners to apply for the COPSIRF funds.
  - Evaluate and report outcomes to neighborhood and NRP database.

## ARMATAGE PHASE II ACTION PLAN

ACTIVITY	2002 - EARLY ACCESS		2005		NRP	PROGRAM INCOME	CHANGES
	NRP HOUSING	NRP OTHER	NRP HOUSING	NRP OTHER	PHASE II TOTAL		
<b>HOUSING (page 7)</b>							
1.1.1. Home Improvement Program			223,777		223,777		
<b>COMMUNITY LIFE (page 9)</b>							
1.1.1. Youthstart Work Program				15,000	15,000		
1.1.2. Youth Involvement Program				2,500	2,500		
1.1.3. After School Educational Support Programs				5,000	5,000		
1.2.1. Pedestrian Scale Lighting/Banners				53,405	53,405		
1.2.2. Exterior Business Improvements				10,000	10,000		
1.3.2. Neighborhood Newsletter				15,000	15,000		
1.4.1.1. NRP Coordinator		23,111			23,111		
1.4.1.2. Implementation				1,889	1,889		
<b>SAFETY (page 19)</b>							
1.1.1. Responsible Driving Program				10,000	10,000		
1.4.1. "Know Your Neighbor" Program				16,000	16,000		
1.5.1. Community Oriented Public Safety Initiative		<i>see * below</i>			-		
<b>TOTAL</b>	<b>0</b>	<b>23,111</b>	<b>223,777</b>	<b>128,794</b>	<b>375,682</b>	<b>0.00</b>	
APPROVED EARLY ACCESS - PLAN DEV'L	23,111				23,111		
<b>ACTION PLAN REQUEST</b>	<b>23,111</b>		<b>352,571</b>		<b>375,682</b>		
APPROVED COPSI RESERVE FUND *	9,762.50				9,762.50		
ADMINISTRATIVE FUNDS IN PLAN	23,111		32,889		56,000	14.91%	
ADMIN FUNDS FOR HOUSING					39,200		
TOTAL HOUSING ALLOCATION					262,977	70.00%	
AMOUNT AVAILABLE (70%) IN 1ST 3 YEARS **	23,111		239,866		262,977		

\* - The Armatage, Fulton, Kenny, Lynnhurst, Tangletown and Windom Community Oriented Public Safety Initiative (Safety 1.5.1.) was funded through the NRP Community Oriented Public Safety Initiatives Reserve Fund (COPSIRF) for a total of \$58,575; Armatage's portion of the allocation is \$9,762.50. However, since the allocation is from the Community Oriented Public Safety Initiatives Reserve Fund, the allocation is not included in the total Action Plan Request calculated above, nor does it count against the neighborhood's Phase II allocation.

\*\* - On March 22, 2004, the NRP Policy Board adopted a policy that requires each neighborhood to limit its Phase II Neighborhood Action Plan obligations to no more than 70% of of their neighborhood allocation during the first three years following approval of its action plan.

## ARMATAGE PHASE II ACTION PLAN

ACTIVITY	COMMENTS	CONTRACT ADMINISTRATOR				
<b>HOUSING (page 7)</b>						
1.1.1. Home Improvement Program		DFD				
<b>COMMUNITY LIFE (page 9)</b>						
1.1.1. Youthstart Work Program		MPRB				
1.1.2. Youth Involvement Program		Hennepin County				
1.1.3. After School Educational Support Programs		MPS				
1.2.1. Pedestrian Scale Lighting/Banners		Public Works				
1.2.2. Exterior Business Improvements		CPED Economic Policy and Development Division				
1.3.2. Neighborhood Newsletter		NRP				
1.4.1.1. NRP Coordinator		NRP				
1.4.1.2. Implementation		NRP				
<b>SAFETY (page 19)</b>						
1.1.1. Responsible Driving Program		Police/DFD/Public Works				
1.4.1. "Know Your Neighbor" Program		NRP				
1.5.1. Community Oriented Public Safety Initiative		Police				

Armatage Phase II Action Plan (Armatage 2.xls)

Date Created: May 15, 2003

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Prepared By: Robert Cooper, Finance Department, 673-5239