

Neighborhood Council of New Tacoma (NCNT) 2016 Annual Report

1. **Review date of most recent By-Laws:** Reviewed June 13, 2016. By-Law amendment pending and currently in Board review.
2. **Updated Board member list:** Please see Attachment 1.
3. **Neighborhood Council preference for Board member distribution:**
At the Annual Retreat, parties discussed and agreed to continue with distribution as is via e-mail to Board members and expand use of social media. Examples are, but not limited to, meeting minutes/Agenda, items of community interest or concerns, forwarding information received from various City Departments when received such as weekly City activity, various volunteer opportunities, City mailers, and opportunities to partner with other non-profit or civic organizations or Neighborhood Councils to distribute council information. Information is primarily sent or forwarded from the Secretary; however, Chair and other Board members occasionally share information of interest with e-mail to all Board members. Board is transitioning to organizational e-mail address for 2017.
4. **Any changes to meeting time and location if changed in 2016 or planned to be changed in 2017:** There were no changes to the meeting time; however, the Board changed the meeting location to the People's Community Center (1602 MLK Jr. Way). The Board does not plan to change the meeting time or location in 2017.
5. **The following is submitted as called out in the Standards and Guidelines Document:**
 - A **Recruitment Efforts to reach neighborhood groups within NCNT boundary for participation and/or membership on NCNT Board:**
 - Moved meeting location to People's Community Center, an active central location easily accessed by a diverse constituency. Increase attendance; no fee for use
 - Expanded utilization of social media such as, but not limited to, Facebook
 - NCNT representation at various community events such as, but not limited to, Hilltop Street Fair, East Tacoma Neighborhood Clean-up partnership, City sponsored events seeking public input, McKinley Street Fair, Sound Transit Link Expansion meetings, volunteering at local events including Ethnic Fest
 - Used a broad range of media access such as print and media (TV 12 television)
 - NCNT member representation in other organizations, such as, not limited to, Stadium and Dome Districts, Hilltop Action Coalition, various business district meetings and UWT events, for recruitment efforts
 - Continued to support City (Neighborhood Council page) web site to reach out to community
 - Encouraged audience involvement and recruitment at each NCNT regular meeting

- The Board saw positive results of recruitment efforts, of which Facebook site was noted from new members as one of the positive methods for recruitment; 5 new Board members were nominated and elected for 2016.

B. Leadership Development efforts for Board leadership turnover resulting in officer leadership rotating throughout the membership:

- Promoted participation and involvement at NUSA Conference in May 2016 in Memphis, TN
- Hilltop Street Fair received 3rd place in NUSA's Neighborhood Revitalization
- Promoted participation in various City volunteer opportunities for Committees, Commissions, and other possible City civic opportunities
- Promoted involvement in multiple projects/events with direct impact on NCNT footprint, such as, but not limited to, Amtrak Station relocation, Pierce Transit restructure alternatives, Sound Transit Link Expansion and ST3 package; Port of Tacoma public hearings, Ethnic Fest, Thea Foss Waterway Development/Dome to Defiance, Schuster Promenade/Slope project, Tacoma Mall Neighborhood Sub Area Plan, business districts within NCNT footprint, Dickens Festival, Prairie Line Trail Project, historic preservation efforts, Hilltop Business Association, Economic Development meetings/programs, Hilltop and McKinley Street Fairs, homeless issue involvement, engagement with other councils, involvement with Community Council
- Promoted involvement in the Innovative Grant proposals and follow up efforts
- Chair promoted expectations and duties of the NCNT Executive Committee in their efforts to expand leadership development of the NCNT
- Actively provided advocacy opportunities for members to draft letters on behalf of the NCNT Board for action on various activities, such as, but not limited to Historic Preservation and Sound Transit Link Expansion/Stations/Pierce Transit

C. Methods and dates NCNT promoted Board elections:

- Sent various group e-mail(s) to recruit nominations for election
- Board announced and encouraged early at monthly meetings and other public events about nominations and elections process to encourage outreach in preparation for the annual elections
- Posted announcement on Facebook seeking nominations
- Board members personally promoted nominations for elections through involvement at other organizations, district meetings, residences, and interaction with the public
- All procedures for nominations and elections were done in accordance with the NCNT By-Laws
- 2017: Departure of 1 Board Member; elected 1 new Board member
- 2016: The Board elected 5 new members: Philip Bradford, Emily Roeben, Scott Rich, Hally Bert, and Valerie Floyd. Departure of 1 new Board member in 2016

D. Agenda/other approach we utilized Board orientation after elections:

- There was one new Board member for 2017 elected; NCNT Chair provided a refresh orientation to returning Board member about the Neighborhood Council Program, NCNT boundaries, NCNT meeting procedures, NCNT meeting dates, overview of 2015 Action Plan, provided NCNT By-Laws, update about NCNT outreach efforts such as but not limited to, submitting various types of letters to Governmental officials on community impact issues, attending public events on behalf of NCNT, and encouraging attendance at the Annual NUSA Conference

E. Names(s) of Community Council representatives and attendance records:

Primary: Elizabeth Burris (attended 6 meetings)
Alternate: Thomas Ebenhoh (attended 8 meetings)
Alternate: Bill Garl (attended 0 meetings)
Alternate: Philip Bradford (attended 2 meetings)

F. Meeting quarterly attendance: Numbers may not reflect actual attendance as some guests may not have signed in.

2016:

January-March: 33.

April-June: 38.

July-September: 29. **NOTE:** NCNT did not meet in August

October-December: 30.

NCNT 2017 Action Plan: See Attachment 2.

Attachment 1

**New Tacoma Neighborhood Council
2016 Board Members
Member representation from Dome, Stadium, Hilltop Districts,
Downtown Residents**

Board contact: NCNTBoard@gmail.com

Elizabeth Burris, Chair

Jori Adkins, Vice Chair

Rick Jones, Treasurer

Thomas Ebenhoh, Secretary

Bill Garl, Member

Philip Bradford, Member

Emily Roeben, Member

Hally Bert, Member

Denny Faker, Member

Dalton Gittens, Member

Mae Harris, Member

Valerie Floyd, Member

Jo Davies, Member

Scott Rich, Member

2016: Loss of one Board member; non-attendance.

2017:

No Board members had expiring terms.

Traci Kelly was nominated and elected to the Board.

Denny Faker resigned for 2017.

Board Officers:

2017 Elections pending; anticipate March meeting vote.

Nominations:

Chair: Tom/Bill

Note: Bill called and withdrew from consideration; will finalize at Board vote

Vice Chair: Traci/Jori

Secretary: Philip

Treasurer: Liz/Rick

New Position considered for vote:

Director of Communications (final title pending): Emily

Attachment 2
2017 New Tacoma Neighborhood Council (NCNT)
Action Plan

NCNT Internal Improvement Efforts:

- Increase message about what/who the NCNT is and Neighborhood Council Program
- Increase recruitment/retention efforts of Board members; social media, expand at public events, Board member recruitment efforts, City mailings, outreach at various business/City district meetings
- Increase NCNT meeting audience attendance/involvement
- Support/encourage community input of Innovative Grant Program
- Update By-Laws
- Develop internal council policy document
- Ensure tax laws and corporate filing are in compliance; file license with City and update council name change
- Develop tracking method for volunteer hours, in-kind benefits and outreach efforts
- Education for Board members to expand/improve leadership
 - Tacoma infrastructure education
 - NUSA event, Annual Retreat, expand collaboration with other councils and CC
 - Asset mapping
 - Social media resources/training
 - Outreach to the community (UWT, engage business/City districts, Downtown Merchants Group)
 - Communication/Outreach: Marketing efforts to expand community involvement and education on who we are, what we do, to maintain accurate representation of our area and bring diverse voices and interests
- **Presentations:**
 - Expand education on ‘who to talk to’ in the City; 311
 - Neighborhood Council building; partnerships with Community Council and other Neighborhood Councils
 - Sustainability and environmental presentations
 - Public transportation; Pierce County, Sound Transit
 - Presentations with impact on NCNT footprint; includes, but not limited to, Port of Tacoma projects, Tacoma schools, public citizen events, impacts on the business community (ex, effects of paid leave, increase in minimum wage); Tacoma development projects and economic development, historical preservation, Sound/Pierce Transit, Tacoma neighborhood presentations within NCNT footprint (ex., Dome, Stadium, Theater, Museum, UWT), presentations from other councils)

- Expand presentations outside of direct NCNT footprint but with impact to NCNT community; such as, but not limited to, Lincoln Project, Tacoma Mall Neighborhood Sub Area Plan, regional transit, other neighborhood councils
- Any other timely issue related to residents and stakeholders of NCNT
- **Citizen Forums:**
 - Highlight multiple current issues:
 - Transit impacts; expanding public transportation (ST, Pierce County)
 - Maintaining property values
 - Affordable housing; low income impacts
 - Zoning/development issues
 - Advocate for Public Forums
 - Traffic/construction
 - Homeless issues
 - Port of Tacoma projects
 - Economic / business development and health of Tacoma economy
- **Events:**
 - Street Fairs (Hilltop, McKinley) and other public events such as, but not limited to, Ethnic Fest, MLK Celebration, arts/concert events, City sponsored public comment events
 - NCNT Board Participation in partnership / co-hosting events with other councils
 - Forums or gatherings to address specific issues of neighborhood impact
- **Social media:**
 - Facebook group and page regular updates
 - Google Drive for expanded board member/community communication
 - Expand use of City website
- **Marketing:**
 - TV/radio; TV 12
 - Social media forums
 - Identification badges for board members to wear to community events
 - Increase participation at public events (street fairs, economic development, sustainability, etc.)
 - Print:
 - City developed Neighborhood Council Program flyer
 - NCNT Letters
 - City flyer/mailings
 - Meeting Minutes/Agenda
 - Newspapers ads/editorials
 - Business cards
 - Trifolds

Advocacy:

- Represent community of diverse interests
 - Capital projects jobs; support of local businesses
 - Economic development; support strong business growth
 - Chronic homeless issues/solutions
 - Economic justice issues
 - Other issues with direct impact on NCNT footprint
- Host opportunities for community to meet Governmental officials
- Neighborhood interests/be a resource to the community

Partnerships:

- Other neighborhood councils; Community Council
- University of Washington; board internship program
- Local nonprofits; Downtown on the Go, Safe Streets, etc.
- Expand with various community groups/organizations
- Expand economic development; growth of business community