

# ENERGIZE

our

# NEIGHBORHOODS



## CITY of BOISE

# NEIGHBORHOOD ASSOCIATION

# ANNUAL REPORT

2018

## CELEBRATING BOISE'S UNIQUE + VIBRANT NEIGHBORHOODS

The City of Boise encourages and supports the organization of registered Neighborhood Associations.

Neighborhood Associations are required to submit an annual report in order to retain 'active' status with the City of Boise.

### ANNUAL REPORT CHECKLIST

*(required documentation)*

- Annual Report Form
- Form A: Board Member Information
- Form B: Committee Information
- Articles of Association
- Association By-Laws

### NEIGHBORHOOD ASSOCIATION ANNUAL CHECKLIST

Submit Annual Report to [energize@cityofboise.org](mailto:energize@cityofboise.org)  
**DEADLINE: January 31, 2019**

File Annual Incorporation Report with the Idaho Secretary of State

File Federal and State tax report(s)

Renew tax-exempt status (if applicable)

# NEIGHBORHOOD ASSOCIATION ANNUAL REPORT

## ASSOCIATION DETAILS

1. Neighborhood Association Name:
2. Who is the assigned representative to receive City development notices?
  - Name:
  - Email:
  - Phone:
  - Address:
3. Complete Form A on page 6 with Board Member information
4. Complete Form B on page 7 with Committee information

## ASSOCIATION MEETINGS & ELECTIONS

5. What was the date of your most recent board elections?
6. List **all** of your regularly scheduled meetings for 2019, including annual, board, and any other meetings. Be as specific as possible.

Example:

| <b>Meeting Type:</b>              | <b>Meeting Date(s):</b>                                                        |
|-----------------------------------|--------------------------------------------------------------------------------|
| <i>Annual Meeting</i>             | <i>February 28<sup>th</sup>, 2019</i>                                          |
| <i>Board Meeting</i>              | <i>3<sup>rd</sup> Thursday of the month except February, July and December</i> |
| <i>General Membership Meeting</i> | <i>Every other month on the 2<sup>nd</sup> Tuesday</i>                         |

| <b>Meeting Type:</b> | <b>Meeting Date(s):</b> |
|----------------------|-------------------------|
| Annual Meeting       |                         |
| Board Meetings       |                         |
| Other:               |                         |
| Other:               |                         |

7. What is the average attendance at Neighborhood Association meetings?

- 0-10
- 10-25
- 25-40
- 40-60
- 60+

8. How do you inform residents about these meetings? Check all that apply.

- Email
- Facebook
- Neighborhood Association Website
- Nextdoor
- Other (Please Specify)

## COMMUNITY ENGAGEMENT

9. Please provide information about your mass communication platforms, including but not limited to your Association website, Facebook, listserv, newsletter, and/or Nextdoor.

Example:

| <b>Platform:</b> | <b>Page/ Group Name :</b>      | <b>Number of Users:</b> | <b>Update Frequency:</b> | <b>Link:</b>                                                                                |
|------------------|--------------------------------|-------------------------|--------------------------|---------------------------------------------------------------------------------------------|
| Facebook         | LIV Energize Our Neighborhoods | 57 Friends              | 3 times per week         | <a href="https://www.facebook.com/EnergizeBoise">https://www.facebook.com/EnergizeBoise</a> |
| Website          | Energize Our Neighborhoods     | N/A                     | as needed                | <a href="https://energize.cityofboise.org">https://energize.cityofboise.org</a>             |

| <b>Platform:</b> | <b>Page/ Group Name :</b> | <b>Number of Users:</b> | <b>Update Frequency:</b> | <b>Link:</b> |
|------------------|---------------------------|-------------------------|--------------------------|--------------|
|                  |                           |                         |                          |              |
|                  |                           |                         |                          |              |
|                  |                           |                         |                          |              |
|                  |                           |                         |                          |              |
|                  |                           |                         |                          |              |

10. Please highlight the association's accomplishments for 2018. Accomplishments may include:

- Neighborhood Events (i.e. Neighborhood Clean Up, Block Party)
- Neighborhood Planning Efforts (i.e. Neighborhood Plan, input on ACHD Planning, etc.)
- Funding Awarded (i.e. Neighborhood Investment Program, Grants)
- Residents recognized at the Good Neighbor Awards
- Partnerships developed with local businesses or other organizations
- Other successful activities, projects or programs

11. What topics would the association be interested in learning more about in 2019?

12. What additional resources would be helpful to your Neighborhood Association?

## **REQUIRED & SUPPORTING DOCUMENTS**

13. **REQUIRED:** Attach a copy of the association's Articles of Association and Bylaws.

14. **OPTIONAL:** Share photographs of events, projects, or neighborhood in general. Attach photographs to the email when submitting the Annual Report Form. [By providing photos, you give the City of Boise Permission to use the images to promote neighborhoods on the website and in printed materials.]



# ANNUAL REPORT | 2018

## FORM B: ASSOCIATION COMMITTEES [REQUIRED]

| <b>Committee Name</b>                    | <b>Purpose</b>                                                                                            | <b>Chair Person</b>     | <b>Email</b>                 | <b>Phone #</b>      |
|------------------------------------------|-----------------------------------------------------------------------------------------------------------|-------------------------|------------------------------|---------------------|
| <i>Example:<br/>Events<br/>Committee</i> | <i>Coordinate all neighborhood events including advertising, food donations, location and scheduling.</i> | <i>Joe<br/>Gonzalez</i> | <i>joegonzalez@gmail.com</i> | <i>208-123-5678</i> |
|                                          |                                                                                                           |                         |                              |                     |
|                                          |                                                                                                           |                         |                              |                     |
|                                          |                                                                                                           |                         |                              |                     |
|                                          |                                                                                                           |                         |                              |                     |
|                                          |                                                                                                           |                         |                              |                     |

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# NEIGHBORHOOD TOOLKIT

**Neighborhood Association Toolkit:** <https://bit.ly/2Ev9X5g>

**Who Do I Call at City Hall?:** <https://bit.ly/2LdbOMF>

## How-To Guides

- **Guide to Starting a Farmer's Market:** <https://bit.ly/2LaTzau>
- **Event Planning Guide:** <https://bit.ly/2UYAeho>
- **Guide to Activating Your Neighborhood:** *coming Jan. 2019!*

## Planning & Development Process Resources

- **City Planning Handbook:** <https://bit.ly/2zUIU0q>
- **Providing Testimony at a Public Hearing:** <https://bit.ly/2UDNrMn>
- **Planning Review Process for Public Hearings:** <https://bit.ly/2EfXIOs>
- **Best Practices for Neighborhood Meetings:** <https://bit.ly/2RRKiqa>

## Working Group Resources

- **Group Leadership Models:** <https://bit.ly/2QoOZLE>
- **Stages of Group Development:** <https://bit.ly/2C8OeOi>
- **Developing SMART Goals + Timelines:** <https://bit.ly/2UDxS7t>
- **Community Asset Mapping:** <https://bit.ly/2RUVNxx>

## Grants & Funding Opportunities

- **Farmers Market Grant & Funding Opportunities:** <https://bit.ly/2PyS46P>
- **Treasure Valley Grant Opportunities:** <https://bit.ly/2EfNI2k>
- **Neighborhood Investment Program:** <https://bit.ly/2LjNtF7>

**Community Engagement Resources:** <https://bit.ly/2PzIBNI>

**City Information & Community Programs:** <https://bit.ly/2Lbx0Th>

**Neighborhood Planning:** <https://bit.ly/2FL9Nly>





# NEIGHBORHOOD CALENDAR

## Neighborhood Association Reporting

- Yearly: due Jan. 31<sup>st</sup>

## Neighborhood Investment Program

| NIP Application<br>(Fiscal Year 21)                                                                      | Project Manager<br>Open House                                                                                                                      | NIP Workshops<br>(6:30-8:00 PM)                                                                                                                                                                                                              |
|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Opens: Nov. 1, 2019</li> <li>• Closes: Jan. 31, 2020</li> </ul> | <ul style="list-style-type: none"> <li>• September 16</li> <li>• 5:30 – 7:00 PM</li> <li>• Dick Eardley Senior Center (690 Robbins Rd.)</li> </ul> | <ul style="list-style-type: none"> <li>• Sept. 24: Cole &amp; Ustick Library</li> <li>• Oct. 9: Collister Library</li> <li>• Oct. 22: Hillcrest Library</li> <li>• Nov. 7: Bown Crossing Library</li> <li>• Nov. 12: Main Library</li> </ul> |

## Educational Opportunities

- **Boise Neighborhood Interactive Community Conference**
  - Feb. 16, 2019 at Borah High School (7:30AM – 4:00PM)
- **EnergizED Workshop Series**

| Healthy Communities Focus Area                                                                                                                                                   | Housing Focus Area                                                                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Apr. 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup> &amp; 23<sup>rd</sup></li> <li>• 6:30 – 7:30 PM</li> <li>• Location TBA</li> </ul> | <ul style="list-style-type: none"> <li>• Sept. 17<sup>th</sup>, 24<sup>th</sup>, Oct. 1<sup>st</sup> &amp; 8<sup>th</sup></li> <li>• 6:30 – 7:30 PM</li> <li>• Location TBA</li> </ul> |

## Community Events

- **Liberty Day Parade:** July 4
- **Ustick in Bloom:** June 22
- **Neighborhood Month:** September
- **National Neighborhood Day:** September 16
- **National PARK(ing) Day:** September 20
- **Energize Boise Celebration + Good Neighbor Awards:** September 27
- **Veterans Parade:** November 2



## Standing Public Meetings

| Topic                                  | Time                                                                                                                                     | Place                                                  |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| Boise City Council                     | Weekly on Tuesdays* <ul style="list-style-type: none"> <li>• 1st – 3rd Tuesdays at 6:00 PM</li> <li>• 4th Tuesday at 12:00 PM</li> </ul> | Boise City Hall<br>Maryanne Jordan<br>Council Chambers |
| Planning & Zoning Commission           | Twice Monthly <ul style="list-style-type: none"> <li>• 1st &amp; 2nd Mondays at 6:00 PM</li> </ul>                                       | Council Chambers                                       |
| Historic Preservation                  | Monthly <ul style="list-style-type: none"> <li>• 4th Monday at 6:00 PM</li> </ul>                                                        | Council Chambers                                       |
| Design Review Committee                | Monthly <ul style="list-style-type: none"> <li>• 2nd Wednesday at 6:00 PM</li> </ul>                                                     | Council Chambers                                       |
| Ada County Highway District Commission | Weekly <ul style="list-style-type: none"> <li>• 1st – 3rd Wednesdays at 12:00 PM</li> <li>• 4th Wednesday at 6:00 PM</li> </ul>          | ACHD Offices<br>3774 Adams St.<br>Garden City          |

\* Canceled Meetings for 2019: Jan. 1, Mar. 19, Apr. 30, May 28, Jul. 2

