

**CITY COUNCIL  
COMMUNICATION:**

**ITEM \_\_\_\_\_**

**99-373**

**OFFICE OF THE CITY MANAGER  
CITY OF DES MOINES, IOWA**

**AGENDA:**

AUGUST 23, 1999

**SYNOPSIS -**

Revisions to the annual reporting requirements of the City's Neighborhood Recognition Policy.

**SUBJECT:**

CHANGES TO  
NEIGHBORHOOD  
RECOGNITION  
POLICY'S ANNUAL  
REPORTING  
REQUIREMENTS

**FISCAL IMPACT -**

None.

**RECOMMENDATION -**

**Approval.**

**TYPE:**

**RESOLUTION  
ORDINANCE  
RECEIVE/FILE**

**BACKGROUND -**

At the July 26, 1999 City Council meeting, Tom Ross, vice-president of Des Moines Neighbors, shared concerns some members have with the City's Neighborhood Recognition Policy's annual reporting requirements. Their main issue was with the sixth item, which requires neighborhood organizations that desire to be recognized by the City to submit "minutes from the organization's annual meeting or meetings." Staff interpreted this to mean associations could submit minutes from their annual meeting, unless they did not have an annual meeting, then they could submit minutes from their regular meetings from that year. Some association members felt only one set of minutes should be required no matter what meeting they were from, while others felt associations should not be required to submit minutes at all.

**SUBMITTED BY:**

JIM GRANT  
COMMUNITY  
DEVELOPMENT  
DIRECTOR

Council requested the Neighborhood Revitalization Board (NRB) to address these concerns and propose any necessary changes. The policy was last revised June 16, 1997. The NRB discussed these issues at their August 4, 1999 meeting (please see communication from NRB Chair - Agenda Item 74A). The majority felt it was important for the associations to submit

minutes to show that they are functioning and represent all members of the association. They felt that a set of minutes from only one meeting was necessary for this to be accomplished. In addition, the policy was amended to replace all references to the NAB with the Neighborhood Revitalization Board.

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