

**CITY COUNCIL  
COMMUNICATION:**

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

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

**02-029**

**SYNOPSIS -**

**AGENDA:**

JANUARY 28, 2002

Removal of Garton West and Waveland Woods Neighborhood Associations from the list of Recognized Neighborhoods. Also requested is an extension of the deadline for the 2001 Annual Neighborhood Survey for the Chesterfield, Jordan Park, Laurel Hill, New Vision and Waterbury Neighborhood Associations.

**SUBJECT:**

REMOVAL OF  
GARTON WEST AND  
WAVELAND  
WOODS  
NEIGHBORHOOD  
ASSOCIATIONS  
FROM LIST OF  
RECOGNIZED  
NEIGHBORHOODS  
AND EXTENSION OF  
DEADLINE FOR 2001  
ANNUAL  
NEIGHBORHOOD  
SURVEY FOR THE  
CHESTERFIELD,  
JORDAN PARK,  
LAUREL HILL, NEW  
VISION, AND  
WATERBURY  
NEIGHBORHOOD  
ASSOCIATIONS

**FISCAL IMPACT -**

None

**RECOMMENDATION -**

**Approval.**

**BACKGROUND -**

On May 24, 1993, by Roll Call No. 93-2026, the City Council approved the Neighborhood Recognition Policy. This policy sets guidelines for the formal recognition of neighborhood associations by the City. This formal relationship makes it possible for recognized neighborhoods to act as advisor to the City on issues impacting their neighborhoods.

Neighborhood organizations must meet the requirements of the Neighborhood Recognition Policy to become and maintain recognition by the City. This includes submitting a variety of information annually. To facilitate this requirement, the Community Development Department, with the oversight of the Neighborhood Revitalization Board (NRB), conducts an annual survey of the neighborhoods.

**TYPE:**

**RESOLUTION**  
ORDINANCE  
RECEIVE/FILE

On February 21, 2000, by Roll Call No. 00-504, the Council amended the Neighborhood Recognition Policy to add the requirement that recognized neighborhoods must have open meeting language in their

**SUBMITTED BY:**

JIM GRANT  
COMMUNITY  
DEVELOPMENT  
DIRECTOR

bylaws. It was also decided that staff would use the annual survey to verify that neighborhoods had amended their bylaws.

On January 16, 2002, the NRB reviewed the results of the 2001 Survey and made the following recommendations regarding the neighborhoods that did not meet the Neighborhood Recognition Policy's guidelines.

1. Waveland Woods has not responded to the survey or addressed the Open Meeting Policy. Despite multiple efforts by NRB Member Volm and staff, no response has been received from any representative of the association. In accordance with the Neighborhood Recognition Policy, the NRB recommends the City Council no longer formally recognize the Waveland Woods Neighborhood.

2. Garton West has not submitted a set of meeting minutes or addressed the Open Meeting Policy because they have not met for over a year. Several representatives of the neighborhood have informed NRB Member Muldoon that no one is interested in leadership positions and the association is no longer functioning. In accordance with the Neighborhood Recognition Policy, the NRB recommends the City Council no longer formally recognize the Garton West Neighborhood.

Several Garton West Neighborhood representatives expressed to NRB Member Muldoon an interest in joining the Fairmont Park Neighborhood Association. The President of Fairmont Park Neighborhood is favorable to the idea and is going to discuss it with his membership. The NRB intends to send a letter to both Garton West and Fairmont Park expressing their support for the idea.

3. Chesterfield submitted an incomplete response to the survey. On January 10, 2002, the neighborhood secretary agreed to submit the additional information. The NRB recommends giving Chesterfield until the February 6, 2002 NRB meeting to submit the information.

4. Jordan Park has not responded to the survey. The neighborhood secretary informed NRB Member Lumley that they have not met for over a year. Several of their members have left the neighborhood, but the remaining members would like to regroup. The association would like guidance on recruiting new members. The NRB recommends giving Jordan Park until May 3, 2002 to regroup, hold a meeting and submit the survey. The NRB also intends to send a letter to Jordan Park offering their support and advice on recruiting new members.

5. Laurel Hill has not responded to the survey. On December 30, 2001

the neighborhood president informed NRB Member Hogate that she would send in the information. The NRB recommends giving Laurel Hill until the February 6, 2002 NRB meeting to submit the survey and a set of minutes.

6. New Vision submitted an incomplete response to the survey. On January 10, 2002 the neighborhood president informed staff that she would send in the additional information. Staff recommends giving New Vision until the February 6, 2002 NRB meeting to submit a set of minutes.

7. Waterbury submitted a complete response to the survey but has not adopted the Open Meeting Policy. On December 12, 2001 their general membership voted to place the proposed amendment on their next meeting agenda for action, as required by their bylaws. Their next meeting is March 10, 2002. The NRB recommends giving Waterbury until March 29, 2002 to adopt the policy and submit a copy of the amendment.

The NRB sent a letter informing Garton West and Waveland Woods of their recommendation on January 23, 2002. The remaining neighborhoods were sent letters on January 24, 2002.

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