

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: April 20, 2015
	Agenda Item No. 25 Roll Call No. <u>15-0663</u> Communication No. <u>15-207</u> Submitted by: Phillip Delafield, Community Development Director

AGENDA HEADING:

Update to the sample by-laws for recognized neighborhood associations.

SYNOPSIS:

The City of Des Moines Community Development Department provides sample by-laws to new and existing neighborhoods. These sample by-laws are intended to be used as a guide. Neighborhoods are encouraged to tailor their by-laws to their own organization’s needs while still retaining required elements, such as open meetings policy and clearly defined membership and voting requirements. A five (5) member Neighborhood Revitalization Board (NRB) subcommittee has been reviewing the sample by-laws and has suggested a few minor revisions.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

A five (5) member NRB subcommittee has been reviewing the sample by-laws for recognized neighborhood associations. These by-laws are provided as part of the application packet for new neighborhoods applying to become formally recognized, as well as to existing neighborhood associations that are interested in updating their by-laws. These sample by-laws are intended to be used as a guide. Neighborhoods are encouraged to tailor the by-laws to their own organization’s needs while still retaining required elements, such as open meetings policy and clearly defined membership and voting requirements. The intention is that neighborhood associations operate in a fair, inclusive, and transparent manner.

Following a set of meetings by the NRB subcommittee, City staff sent the suggested revisions to the sample by-laws to the neighborhood association “umbrella groups” for review and comment. Staff received a positive response from the chair of Des Moines Neighbors but did not receive comments from any of the other umbrella groups. At the April 1st NRB meeting, the NRB approved the updated sample by-laws and forwarded a recommendation to the City Council to also approve the updated sample by-laws.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S):

Board: Neighborhood Revitalization Board

Date: April 1, 2015

Resolution Number: N/A

Action: Approval of the revised sample by-laws and forward a recommendation to City Council for approval. The revised by-laws will be included as part of the Neighborhood Recognition Policy and Application Packet. Motion carried 9-0.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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