

COUNCIL COMMUNICATION

	Number:	20-048	Meeting:	February 10, 2020
	Agenda Item:	23	Roll Call:	20-0235
	Submitted by:	Chris Johansen, Community Development Director		

AGENDA HEADING:

Amendment to the Neighborhood Recognition Policy.

SYNOPSIS:

The Neighborhood Revitalization Board (NRB) requested City staff to evaluate the Neighborhood Recognition Policy and provide guidelines regarding the change in boundaries of existing recognized neighborhoods. The result of these efforts is the proposed amendment to the City's Neighborhood Recognition Policy.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

- The City's Neighborhood Recognition Policy defines neighborhoods and neighborhood associations that are recognized by the City of Des Moines. It lays down specific requirements for efficient functioning of the neighborhood associations.
- The Neighborhood Recognition Policy was last updated in 2015, based on Council direction.
- The current amendment is based on feedback from the NRB. It is designed in response to recent requests by some neighborhood associations to expand boundaries to new areas or merge with existing neighborhood associations.
- The NRB discussed the changes and provided feedback at its December 4, 2019 meeting.
- The updated changes were reviewed and approved by the NRB at its February 5, 2020 meeting.
- The proposed amendment will provide a consistent policy for change in boundaries of a recognized neighborhood.
- The following changes were added to the policy:

CHANGE IN BOUNDARIES OF A RECOGNIZED NEIGHBORHOOD

A Recognized neighborhood interested to change its boundaries must meet with the City's Community Development staff to review proposed map and discuss the association's outreach plan. The neighborhood association shall provide evidence of support from existing neighborhood members, and the capacity to organize and represent the proposed area of expansion to the satisfaction of City staff. Thereafter, the following steps shall be taken, along with any additional requirements agreed upon by the neighborhood and City staff –

1. The neighborhood association shall hold an informational meeting for residents of existing area and proposed area of expansion.
2. The City shall assist with notification of the said meeting to each household within the proposed area of expansion through an appropriate medium.
3. Residents of the proposed area of expansion in attendance shall vote on the expansion. The neighborhood association may consider additional voting mechanisms to facilitate participation.
4. Upon an affirmative vote, the neighborhood association shall submit a request for boundary expansion along with a summary of outreach efforts and minutes of the informational meeting.
5. Efforts shall be made to elect board officers that are inclusive and representative of the proposed neighborhood.

If the proposed expansion boundaries include areas of an existing, recognized neighborhood, the incoming neighborhood association shall submit a memo declaring its agreement to merge boundaries.

- The NRB reviewed and voted to approve all changes at their February 5, 2020 meeting.

PREVIOUS COUNCIL ACTION(S):

Date: November 23, 2015

Roll Call Number: [15-1978](#)

Action: [Amendments](#) to the Neighborhood Recognition Policy. ([Council Communication No. 15-611](#))
Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S):

Board: Neighborhood Revitalization Board

Date: February 5, 2020

Resolution Number: N/A

Action: Approved the amended Neighborhood Recognition policy and forward a recommendation to the City Council to approve the amended Neighborhood Recognition Policy. Motion to Approve: Kari Warren; seconded by Chase Holm. Motion carried (8-0).

*The Neighborhood Revitalization Board will review and approve the minutes with the above action at their next meeting.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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