



Request for City Council Committee Action from the City Coordinator

Date: September 11, 2008
To: Council Vice-President Robert Lilligren; Chair, Committee of the Whole
Referral to: City Council
Subject: Establish a Neighborhood and Community Advisory Board

Recommendations:

1. Pass the Resolution to establish the Neighborhood and Community Advisory Board

Previous Directives:

- ♦ [Aug 21, 2008 – Committee of the Whole](#) discussed NRP Work Group's final report in the context of public comments heard on Aug 20, 2008
- ♦ [Jul 24, 2008 - Committee of the Whole](#) received NRP Work Group's final report
- ♦ [Apr 17, 2008 - Committee of the Whole](#) received timeline for further developing the "Framework for the Future" of a neighborhood and community engagement program
- ♦ [Apr 3, 2008 – Committee of the Whole](#) received summary of public comments on the "Draft Framework for the Future"
- ♦ [Dec 20, 2007 – Committee of the Whole](#) received "Draft Framework for the Future" report and [Jan 18, 2008 – City Council Action](#) to send out for public comment
- ♦ [Nov 2, 2007 – City Council Action](#) to authorize the creation of the NRP Work Group
- ♦ [May 11, 2007 – City Council Action](#) approval of [Three-Track Work Plan](#)

Financial Impact

- No immediate financial impact

Community Impact

- Neighborhood organization notification–Notification of the presentation was emailed to neighborhood organizations and individuals signed up for the City's community engagement subscription list.

Supporting Information

- Resolution to establish a Neighborhood and Community Advisory Board (see pages 2-5)
- ["Framework for the Future"](#) report of the NRP Work Group (July 24, 2008)

Resolution of the City of Minneapolis
By Lilligren, Johnson, Ostrow, and Hodges

Establishing a Neighborhood and Community Advisory Board.

Whereas, the City of Minneapolis benefits from the involvement of its residents; and

Whereas, neighborhood organizations' capacity to organize at the neighborhood level is a basic city service for the City of Minneapolis; and

Whereas, the Mayor and City Council of the City of Minneapolis are committed to maintaining and improving the relationship between residents and the City; and

Whereas, the City of Minneapolis and neighborhood organizations have long partnered to make the City a better place to live, work, learn and play; and

Whereas, since its creation in 1990, the Minneapolis Neighborhood Revitalization Program has been an innovative effort to bring residents into the priority-setting process of their city; and

Whereas, as further described in that certain Framework for the Future Final Report of the NRP Work Group, which was presented to the City Council Committee of the Whole on July 24, 2008, the City of Minneapolis intends to continue key components of the Minneapolis Neighborhood Revitalization Program beyond 2009 by providing new funding to neighborhood organizations in the form of:

- i) "Administrative Support Allocations" to grant base financial support to qualifying neighborhood organizations to provide basic outreach, communication and coordination support for the neighborhood;
- ii) a "Neighborhood Investment Fund" to help address neighborhood-identified priorities as defined in neighborhood plans; and
- iii) a "Community Innovation Fund" to provide grants to officially designated neighborhood organizations to seek out innovative and locally-relevant approaches to City-identified goals or problems; and

Whereas, the City of Minneapolis will provide an organizational structure to manage and oversee the above-referenced program and the City's other community participation activities through the creation of a new City department and a resident-controlled advisory board; and

Whereas, one of the first duties of the resident-controlled advisory board will be to assist with the search and screening process for the director of the new City department;

Now, Therefore, Be It Resolved by the City Council of the City of Minneapolis that the City of Minneapolis hereby creates the Neighborhood and Community Advisory Board with the following details:

1. **Purpose:**

- a. Provide overall direction to the next phase of the Neighborhood Revitalization Program and be primarily responsible for the review of neighborhood plans and recommended approval to the City Council;

- b. Make recommendations on distribution and use of the Administrative Support Allocations, which will replace funding through the City's Citizen Participation Program;
 - c. Make recommendations on distribution and use of the Neighborhood Investment Fund;
 - d. Recommend awards of grants through the Community Innovation Fund;
 - e. Advise the Mayor and City Council on development or improvement of community participation policies, delivery of services and decision-making processes to systematize community input into City processes;
 - f. Provide feedback to City departments regarding community participation and the City's adopted Community Engagement Principles and make recommendations for improvements to City departments and the City Council as appropriate; and
 - g. Advise the Mayor, City Council and City departments on community issues and needs related to community participation and the City's community participation system.
2. **Number of Members:** 18
 3. **Term Length:** 24 months (staggered)
 4. **Term Limits:** Three (3) two-year terms
 5. **Compensation:** None (re-imbusement for parking during meetings, childcare may be provided)
 6. **Public Hearings held for City of Minneapolis open appointments process:** Yes
 7. **Minneapolis Residency Requirement:** Yes
 8. **Selection Procedure:**
 - a. 9 members selected by the City's officially recognized neighborhood organizations through a process defined by the officially recognized neighborhood organizations;
 - b. 9 members appointed using the City's open appointments process and a public hearing
 - i. 7 members appointed by the City Council of the City of Minneapolis; and
 - ii. 2 members appointed by the Mayor of the City of Minneapolis;
 - iii. Recommendations shall be solicited for nominations from Hennepin County, the Minneapolis Park and Recreation Board, and the Minneapolis School Board
 - iv. Appointments should reflect the diverse interests and perspectives of the Minneapolis community. The recruitment process should be designed to ensure diversity of representation and ideas and take into consideration the City's commitment to civil rights, affirmative action and geographic distribution wherever possible.
 - c. First 9 members appointed by Mayor and City Council of the City of Minneapolis shall all be appointed no later than January 31, 2009.
 - d. To establish staggered terms:
 - i. 1 Mayoral appointment, 3 City Council appointments, and 5 members selected by neighborhood organizations of the original membership shall have a two (2) year term; and
 - ii. 1 Mayoral appointment, 4 City Council appointments, and 4 members selected by neighborhood organizations of the original membership shall have a three (3) year term.

- e. Beginning in 2011 the succeeding membership shall be appointed annually as follows:
 - i. Odd years--1 Mayoral appointment, 3 City Council appointments, and 5 members selected by neighborhood organizations; and
 - ii. Even years--1 Mayoral appointment, 4 City Council appointments, and 4 members selected by neighborhood organizations.

- 9. **Selection of officers:** Chair and any other officers shall be selected by the 18 board members.
- 10. **Meeting Schedule:** Monthly meeting; may meet more frequently as needed
- 11. **Attendance Requirements:** Three (3) unexcused absences from regular meetings during a calendar year may result in termination of membership.
- 12. **Department:** Convened, facilitated and staffed initially by the City Coordinator's office and, upon creation of the Neighborhood and Community Relations department, by the department.
- 13. **Reporting:** Periodic reports, at a minimum annually, shall be submitted to the Committee of the Whole.
- 14. **Sunset:** No sunset provision is established for this advisory board.