

Report to the NRP Policy Board

FROM: David Rubedor (NCR Director)
Robert Thompson (Neighborhood Support Manager)

DATE: May, 14 2013

SUBJECT: Agenda Item 4: Draft Policy for *Preparation and Processing of Neighborhood Priority Plans* and Draft Policy for *Revisions to Changing Approved Neighborhood Action Plans Policy*

Action Requested:

Review and recommend policies and forward to City Council for approval

Background: We are submitting for your review and approval two draft policy documents to be forwarded to City Council for approval: (1) the draft *Preparation and Processing of Neighborhood Priority Plans Policy* which would be a new policy; and (2) the draft *Changing Approved Neighborhood Plans Policy* which would amend the existing NRP Policy on Changing Approved Neighborhood Action Plans, last amended by the NRP Policy Board on November 19, 2007.

Following direction of the NRP Policy Board on February 19, 2013, NCR Staff distributed the draft policies to all neighborhood organizations for a 45 day review and comment period, and arranged two city-wide informational meetings to provide background and answer questions. The first informational meeting was held April 3, 2013 at Powderhorn Park Recreation Center in South Minneapolis, and was attended by four neighborhood organization staff and volunteers. The second meeting was held on April 5, 2013 at Van Cleve Park Recreation Center, and was attended by 12 neighborhood organization staff and volunteers.

NCR received written comments from two neighborhood organizations. The written comments reflect some of the discussion that occurred at the two city-wide informational meetings attended by neighborhood organization staff and volunteers.

In addition, NCR staff met with several City department staff to solicit additional comments. NCR staff presented the draft documents to a City Leadership meeting in early April, and followed up during April and May by meeting with Community Planning and Economic Development (CPED), Minneapolis Health Department, Civil Rights Department, the Minneapolis Police Department, and Public Works. We have asked each department to provide a staff contact, and to provide feedback on Neighborhood Priority Plans when requested. City Departments have been receptive and positive in their response.

The attached draft policy documents include the following recommended revisions:

The Draft Preparation and Processing of Neighborhood Priority Plans Policy and Rationale

1. Page 1, first paragraph under “Background.” Added numbers “(1)” and “(2)” to provide clarification.
2. Page 3, second paragraph. Inserted language “by email, phone, or meeting” by recommendation of the NRP Policy Board at the February 19, 2013 meeting.
3. Page 4, added “Director Minneapolis Regulatory Services” at request of Regulatory Services staff.
4. Page 4, third paragraph. Inserted text “either (1) approval by the NCR Director, or” by recommendation of the NRP Policy Board at the February 19, 2013 meeting.

Written comments from Nokomis East Neighborhood Association recommended revising title of document to substitute “Guidelines” for “Policy.” NCR staff recommend not making this revision.

NCR staff recommend not adopting item 4, above, as feedback on priorities approved by the NCR Director will have previously received comments from City or Jurisdiction staff during NRP Phase II review.

The Draft Revised Changing Approved Neighborhood Plans Policy and Rationale

1. Page 1. Subsection 1 under “Requesting the Change.” Reinsert language from existing NRP Policy on Changing Approved Neighborhood Action Plans to clarify that requests to change an approved Neighborhood Action Plan should be transmitted to the NCR by the neighborhood organization.

At the April 3, 2013 informational meeting at Powderhorn Park Recreation Center, participants explained that the language was necessary to clarify that plan modifications can only be officially requested through the neighborhood organization board.

2. Page 2. Subsection 3. B under “Requesting the Change.” Substitute the word “applicable” for “appropriate.”

This change was recommended by Nokomis East Neighborhood Association.

3. Page 2. Subsection 7 under “Requesting the Change.” Move the language “with populations representative of the neighborhood” from the main paragraph, and reinsert under subsection 7.B. Suggested by Nokomis East Neighborhood Association and reflecting discussion at city-wide informational meetings.

Concern about this proposed revision was raised at both informational meetings on April 3 and April 5, 2013. The type of process for demonstrating broad-based support is highly context dependent, and each process identified in the policy may be appropriate for different types of

neighborhoods. Focus groups would be more appropriate method for demonstrating broad-based support in neighborhoods with more diverse populations. This change was also recommended in written comments from Lyndale Neighborhood Association and Nokomis East Neighborhood Association.

4. Page 3, Subsection 7. C under “Requesting the Change.” Substitute “10%” for “20%”. Participants at April 3, 2013 informational meeting also suggested reducing the threshold under “Requesting the Change” subsection 7.B. from 20% to 10%. Written comments from Lyndale Neighborhood Association also request lowering this threshold.
5. Page 3, Subsection 7. D under “Requesting the Change.” Substitute “70%” for “75%” for the response rate to a random sample survey.

Comments at the April 3, 2013 meeting, and written comments from Lyndale Neighborhood Association requested a reduction of the response rate to 50%. However, these comments seem to be based on a misunderstanding of the process for determining the adjusted sample sizes for random sample surveys. 70% is a common accepted standard for determining the adjusted sample size. Reducing the threshold to 50% response rate actually increases the number of households that need to be sampled to reach the threshold for an acceptable sample size, while potentially reducing the reliability of the sample.

6. Page 3. Subsection 2 under “The Process for Approval.” Insert the language “the Director will provide reports to the NRP Policy Board of approved plan modifications” by recommendation of the NRP Policy Board at the February 19, 2013 meeting.
7. Page 4. Added a section “Appeals Process.” Suggested in written comments by Lyndale Neighborhood Association and Nokomis East Neighborhood Association, and reflecting discussion at city-wide informational meetings.

RESOLVED, that the NRP Policy Board recommends the draft *Preparation and Processing of Neighborhood Priority Plans Policy* and the draft revisions to *Changing Approved Neighborhood Plans Policy* to the Minneapolis City Council for review and approval.