



Request for City Council Committee Action from the Neighborhood and Community Relations Department

Date: September 22, 2011
To: Council Member Robert Lilligren, Chair, Committee of the Whole
Referral to: City Council
Subject: Revisions to Neighborhood Programs

Recommendation:

1. Authorize City staff to extend 2011 Community Participation Program (CPP) contracts through June 30, 2012, and increase contracted amounts from \$3,000,000 to \$4,500,000 following the 2011 CPP allocation formula from fund 01800-845100.
2. Authorize the Director of the Neighborhood and Community Relations Department to enter into necessary contract amendments with neighborhood organizations under the approved Community Participation Program guidelines.
3. Authorize the Director of the Neighborhood and Community Relations (NCR) Department to proceed with any work necessary for the transfer of administrative responsibilities for NRP programs and activities, including the assumption of NRP contracts, assets, and management and oversight duties beginning January 1, 2012.
4. Direct the NCR Department to report back to the City Council in November with proposed revisions to the CPP guidelines and the NRP ordinance consistent with the framework outlined in this report.

Department Information

Prepared by: David Rubedor, Neighborhood and Community Relations Director _____
Approved by: Steven Bosacker, City Coordinator _____
Presenters in Committee: David M Rubedor, Neighborhood and Community Relations Director

Previous Directives:

On December 13, 2010, the City Council directed City staff to suspend up to 50% of the un-contracted balance of neighborhoods NRP Phase II allocations with the intention to reprogram NRP funds for a revised Community Participation Program (CPP) for the 2012 and 2013 program years. The City Council also indicated the City's intent not to renew or extend the existing Joint Powers Agreement for NRP when it expires on December 31, 2011.

The City Council also directed the Neighborhood and Community Relations Department to work with the Neighborhood and Community Engagement Commission to develop principles for addressing the inequities caused by suspension of some Phase II NRP funds.

On March 9, 2011, the City Council Committee of the Whole received a report from the Neighborhood and Community Engagement Commission on its work plan to respond to the City Council's Equity Directive. At this same meeting, the Committee received a report from the City Council's Neighborhood Funding Work Group outlining its recommendations to establish a process for neighborhood priorities to inform the City's annual budget, set a policy direction for City department connections with neighborhoods, and to revise the Community Participation Program to reflect a two-year NRP transition phase.

Financial Impact

- No financial impact. The extension of Community Participation Program contracts can be accomplished with existing revenues. No change to appropriations is required.

Supporting Information

The following recommendations provide an overall framework for addressing the City Council directives, redesigning CPP to conform with NRP laws and policies, and addressing the equity issues related to the 2010 City Council budget action. In addition to considering NRP requirements, staff also considered other relevant documents, including recent community input through the Neighborhood and Community Engagement Commission's community engagement process.

NCR Department Goals Related to City Council Directives:

1. Minimize disruption for neighborhoods
2. Ensure statutory use of NRP funds for the CPP in 2012-2013
3. Revise CPP program not just for 2012 – 2013, but for years to come
4. Maintain principles of Community Participation Program
5. Support the completion of the NRP Phase I and II

Neighborhood and Community Engagement Commission Recommendations

The Neighborhood and Community Engagement Commission, per the City Council directive, is reporting the following recommendation:

Equity Directive

On June 28, 2011, the NCEC approved the following principles in response to the City Council's "Equity Directive."

- Thoughtfully consider the 2010 feedback data developed for the creation of the CPP and updated through the 2011 focus groups will be thoughtfully considered in updating current and new funding programs.
- 2012-2013 NCR/NCEC funding use must fit NRP state statutory requirements.
- Maintain the stability of CPP program and funding with minimum disruption.
- Encourage community engagement partnerships with City departments.
- Utilize and improve existing pathways neighborhoods use in working with City

Departments.

- Help break down silos.
- Restore funding equivalent to suspended un-contracted Phase II NRP funds either wholly or incrementally.

Policy Direction on Improving Connections between Neighborhood Organizations and City Departments

Neighborhood organizations have established pathways between themselves and City departments to accomplish their work requiring City support. These pathways are at times informal and relationship-based. Neighborhood organizations and City departments recognize that while relationship-based pathways can be effective, they are only as enduring as the people in the positions on either end of that pathway.

Based on the findings from the neighborhood organization April 2011 focus groups and commissioner discussions at the May and June 2011 NCEC Committee of the Whole (CoW) meetings, the NCEC CoW recommended that language be drafted that would, with qualification, formalize existing connections that neighborhood organizations have developed in effectively working with city departments as its policy direction recommendation.

- The City in cooperation with neighborhood organizations should analyze existing pathways between neighborhood organizations and city departments and formalize those that are most effective.

It is recognized that the recommended "Equity Directive" principles and the policy direction on improving connections between neighborhood organizations and City departments are a starting point. Further work on implementation recommendations in the coming months will be required.

Staff Recommendations:

To support our goals and to accomplish the necessary revisions to neighborhood programming, staff is recommending the following steps:

Immediate action (September, 2011)

- Extend current CPP contracts to June 30, 2012, with a commensurate increase in allocations. Funding for the increased allocations will come from Consolidated Redevelopment TIF District revenues already received and dedicated to funding neighborhood programs.

Upcoming actions:

1. Revise NRP Ordinance (November, 2011)

- Establish a restructured NRP Policy Board consistent with the State NRP Law. A policy board is required by statute to review neighborhood action plans, recommend approval by the City Council, and recommend action to be taken by City departments and other jurisdictions. A policy board must include elected officials and jurisdictional partners. The restructured NRP Policy Board will review future CPP applications while continuing to approve and monitor Phase I and Phase II NRP Action Plans and related plan modifications.
- Reformulate the NCEC to improve capacity and to clarify role in relation to the newly re-established NRP Policy Board. The NCEC will have a defined role in

reviewing CPP submissions and neighborhood action plans, and will serve as a sounding board on City community engagement practices.

- Define use of funds
- Incorporate new program changes

2. Revise CPP Guidelines (January, 2012)

Use of NRP funds in 2012-2013 for the Community Participation Program (CPP) has different requirements from those of the new Consolidated TIF District. The CPP guidelines will need to be revised to conform to certain NRP statutory requirements:

- must meet the NRP housing requirement (52.5%);
- must be centered around a neighborhood-based, bottom-up planning process;
- must result in outcomes based on neighborhood plans;
- must be overseen by a multi-jurisdictional policy board that has a formal role in the approval process; and
- will require some changes to both the City's NRP ordinance and CPP guidelines.

To accomplish this, the CPP must be revised to allow neighborhood organizations to use CPP funds to develop neighborhood priority plans. City departments and other jurisdictional partners will work with neighborhood organizations on these priorities.

The CPP guidelines will remain the vehicle for identifying the allocation of new funds to neighborhood organizations. Modest modifications to the CPP guidelines are required to accommodate the use of NRP funds to fund the CPP. These modifications will include:

- Provide a more direct route for neighborhood organizations to contribute to and participate in development and implementation of City priorities, programs and service delivery.
- Expand to provide for a neighborhood-based planning process leading to the development and implementation of Neighborhood Priority Plans.
- Combine programmatic funding into the CPP allocation, and revise CPP guidelines to allow for the funding of neighborhood-initiated projects and programs.
- Incorporate technical revisions to the CPP guidelines to meet NRP requirements (e.g., process for NRP Policy Board review and approval of plans, "no food/no fun" clauses, etc).
- Incorporate "lessons learned" revisions to CPP guidelines (align contracts to neighborhood organization fiscal year, clarify rollover of allocated funds to subsequent funding cycles, allow project funding, etc).
- Address equity concerns. Community input in 2010 and focus groups in 2011 identified lack of responsiveness of City systems as a major barrier, particularly for low-income and more diverse neighborhoods. Equity can in part be addressed by increasing neighborhood access and input into City planning, budgeting and implementation processes. CPP guidelines and NRP ordinance will be developed with this goal in mind.

NCR staff have been working with the NCEC on revising the CPP guidelines. It is anticipated that the guidelines will be released for neighborhood review in October and November, with City Council action anticipated in January, 2012.

3. Transfer of NRP Administration (Present – January, 2012)

- Prepare for reassignment of contracts to NCR and other departments
- Prepare for assumption of NRP assets, agreements, programs, copyrights, holdings, intellectual property and obligations
- Transfer of office functions, furnishings, equipment, supplies, documents, contract records, and other records

Proposed Timeline for Actions

Sep. 2011	Equity Directive recommendations to City Council
Sep. 2011	Extend current CPP contracts to end of June 2012
Sept/Oct 2011	Draft revisions to CPP Guidelines to meet above conditions. Develop draft ordinance language
Nov. 2011	City Council approval of revisions to NRP ordinance and NRP Consolidation
Oct/Nov 2011	Neighborhood organization review of CPP revisions prior to NCEC approval
Oct. 2011 – June 2012	NCR work with City departments and other jurisdictions on the new processes required by revised CPP guidelines
Jan. 2012	City Council approval of new CPP Guidelines
Jan. 2012	New NRP Policy Board
Feb/Mar	Rollout of new CPP Guidelines
Feb. 2012	Neighborhood Conference: Better Communities through Neighborhoods
Feb/Mar 2012	Approval of first 2012 CPP submissions
July 2012	New CPP contracts with neighborhood organizations; new processes in place for Neighborhood Priority Plans