

RESOLUTION NO.

WHEREAS, the Code of the City of Austin (Sec. 25-1-801) defines a neighborhood plan contact team (“contact team”) as a group of individuals designated to implement an adopted neighborhood plan; and

WHEREAS, a contact team works with city staff to prioritize the implementation of the plan, reviews and initiates plan amendments, serves as the community point of contact, and works on behalf of neighborhood stakeholders; and

WHEREAS, the City Code (Sec. 25-1-801) states that a contact team is a separate body apart from any other existing or future neighborhood organization; and

WHEREAS, the City Code (Sec. 15-1-805) sets forth criteria for membership on a contact team but does not identify how the members are designated; and

WHEREAS, the City Code (Sec. 25-1-805) sets forth certain reporting responsibilities for a contact team but does not have a codified enforcement mechanism when a contact team is not complying with the City Code or its own bylaws; and

WHEREAS, contact teams are self-governing and have varied requirements for membership and voting, with some requiring a lengthy residency period before an individual may participate in the contact team; and

WHEREAS, an open and inclusive process for contact teams can ensure that a variety of voices are heard and well-informed decisions are made; and

WHEREAS, the recent Workflow Organizational Assessment of the Planning and Development Review Department (“Zucker report”) recommended that City Council initiate a long-term process to consider redefining neighborhood planning boundaries and reorganize contact teams into a larger, geographically coherent, and more manageable number of entities (Recommendation 130); and

WHEREAS, the FY 2015 Audit Plan calls for the Office of the City Auditor to conduct an audit of Neighborhood Planning Communication including neighborhood plan contact teams, slated for completion in 2015; **NOW, THEREFORE,**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:

The City Manager is directed to initiate code amendments to Chapter 25 of the Land Development Code to add oversight and compliance requirements for contact teams, including:

- The ability for the City to formally recognize a contact team for a specific planning area and to require that contact team bylaws comply with guidelines,
- Requirements for contact team official meetings such as advertising the meeting with reasonable advance notice, holding the meeting at a public place, and preparing documentation of actions,
- The ability for the City to rescind recognition of a contact team if it does not comply with the requirements, and
- A process to handle community-initiated grievances pertaining to contact teams.

BE IT FURTHER RESOLVED:

The City Manager is directed to hold stakeholder meetings regarding the code amendments, hold a public hearing at the Planning Commission, bring the changes to the Planning and Neighborhoods Committee, and present recommendations to the full City Council within 120 days.

BE IT FURTHER RESOLVED:

The City Manager is directed to develop recommendations for potential changes to the neighborhood planning boundaries and reorganization of contact teams into a larger, geographically coherent, and more manageable number of entities which may provide greater community representation and participation, and to present recommendations to the Planning and Neighborhoods Committee and the full City Council within 180 days.

ADOPTED: _____, 2015

ATTEST: _____

Jannette S. Goodall
City Clerk