

RESOLUTION NO. 20151001-045

WHEREAS, the Land Development Code (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, the work of contact teams has varied across the city, and at times included one or more of the following: plan development, work with city staff to prioritize the implementation of the plan, review and initiation of plan amendments, serving as the community point of contact, and working on behalf of neighborhood stakeholders; and

WHEREAS, the Land Development 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 Land Development Code (Sec. 25-1-805) sets forth criteria for membership on a contact team but does not identify how the members are designated; and

WHEREAS, the Land Development 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 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; and

WHEREAS, there are contact teams operating well and in good faith and complying with existing processes and procedures and may be seen as role models for contact teams; **NOW, THEREFORE**,

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

The City Manager is directed to hold public meetings to solicit input regarding the code amendments from stakeholders (including, without limitations, contact team members, neighborhood residents, and neighborhood associations), 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 initiate code amendments, working with the stakeholder process listed above, to the Land Development Code (Title 25) to add oversight and compliance requirements for contact teams, including:

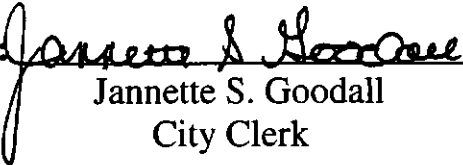
- The ability for the City to formally recognize a contact team for a specific planning area and to require that contact team bylaws comply with the spirit of the uniform template described in Sec. 25-1-805(E);
- Requirements for contact teams to ensure official meetings are open to the public, such as advertising the meeting with reasonable advance notice,

holding the meeting at a place open and accessible to the public, and preparing documentation of actions;

- A fair process for the City to rescind recognition of a contact team if it does not comply with the requirements; and
- A fair process to handle community-initiated grievances pertaining to contact teams.

ADOPTED: October 1, 2015

ATTEST:


Jannette S. Goodall
City Clerk