

GLOBEVILLE, ELYRIA & SWANSEA NEIGHBORHOOD PLAN ACTIVATION

Creating Neighborhood Implementation Committees (“NIC’s”)

North Denver Cornerstone Collaborative

An Initiative of Mayor Michael B. Hancock

STATEMENT OF PURPOSE:

With the adoption of the Globeville and Elyria-Swansea Neighborhood Plans in December 2014 and February 2015 respectively by Denver City Council - the NDCC, in collaboration with Community Planning & Development, Public Works, Parks & Recreation and other agencies as may be required, desires to partner with the GES neighborhoods to establish **neighborhood implementation committees (NIC’s)** to help advance the adopted neighborhood plan recommendations. In the *Moving Forward* section of each neighborhood plan, it calls for the assistance of champions and advocates (community stewards), to work in collaboration with their City Council representative, to promote certain actions, outcomes and leadership continuity in fulfillment of the plan over the course of time. Our collective ability to see the neighborhood plan fulfilled will require sustained, “collective” action among all groups, and this proposed structure is intended to help establish one of many efforts to make the GES plans a reality.

NEIGHBORHOOD PLAN ROLE/COMMITTEE OBJECTIVES:

As described in the GES neighborhood plans, the Plans establish the vision for each neighborhood and identify recommended implementation actions to achieve the community’s vision. To that end, each Implementation Committee shall:

- Serve as stewards of the neighborhood’s guiding principles (unique, strong, connected and healthy) as more fully outlined in the neighborhood plans.
- Advise the City on desired interests in maintaining and enhancing the distinct identity of each character area, while improving the transitions and connections between them.
- Provide input on the prioritization of adopted neighborhood plan implementation funding requests to be included in NDCC annual city budgeting process, as well as external funding opportunities that may arise annually.
- Help align existing or new working group efforts (Affordable Housing, HIA, Workforce Development, etc) into the overall plan implementation framework.
- Assist in the alignment of concurrent planning efforts.

MEMBERSHIP REQUIREMENTS/COMMITMENTS

- Each implementation committee shall be comprised of 9-11 members.
- Majority of the committee’s members must live in or own a business in the neighborhood in order to serve on their respective implementation committee.
- Each committee may have up to two (2) nonprofits that are conducting ongoing work in the region as members of each committee.
- Each committee member shall serve for either a 1 or 2 year term (length of service shall be determined randomly at the first meeting of the committees).
- Each member can serve one additional term of 1 year if they are in good standing.

- Total length of service of any one committee member shall not exceed 3 years.
- IC members may also be asked to serve/support project specific work groups (i.e. Washington Street, Parks, Public Art improvement efforts). Work groups will be short duration (less than 1 year) projects intended to tackle a project specific outcome and offer additional engagement opportunities for property owners to work on areas of personal or professional interest.

COMMITTEE/PUBLIC MEETINGS PROTOCOLS:

- Each committee shall meet monthly, or as may be required, on a recurring set date and time that will be determined by consensus of the committee members.
- Members must maintain at least an 80% attendance record at scheduled committee meetings within a given calendar year to remain in good standing.
- The NDCC shall post public meeting notices for each committee no less than 48 hours prior to the committee meeting.
- The NDCC shall distribute meeting agendas and any required meeting materials to IC members 36 hours prior to the scheduled meeting.
- Meeting notes shall be prepared and distributed to all committee members for review. Notes shall be approved by the committee and then posted on the NDCC website for public viewing.
- Meetings shall be open to the general public.
- Each implementation committee shall host no fewer than (2) “community-wide” open houses to discuss the annual neighborhood work plan (meeting #1) and end of year status report (meeting #2).

NEIGHBORHOOD COMMITTEE SUPPORTS:

The NDCC, in collaboration with key city agencies, city council and other entities shall seek to provide basic staff supports to assist in the preparation of meeting agendas, materials, session minutes, etc.

MEMBERSHIP SELECTION & TIMELINE

Interested GES stakeholders, as described in the membership requirements, will complete a 1-page application of interest through the City’s Community Planning & Development (CPD). Applications shall be reviewed by CPD and the NDCC with recommendations made to the Denver City Council representative. Intent of application process is to achieve a membership structure that is representative of the community as a whole. Goal is to have both committees established and hosting their kickoff meetings no later than the late June/early July 2015.