CITY OF SAINT PAUL

Council Resolution

Council File NO.

Presented By _____

Referred To _____ Committee: _____ Date _____

Out of Committee By _____ Date _____

WHEREAS, neighborhood planning for Community Development Revenue Sharing Year II program must move forward without delay; and

WHEREAS, the Saint Paul City Council has demonstrated a continuing interest in and support of improved citizen participation and has been able to reach agreement on the fundamentals of a formal city-wide citizen participation structure; and

WHEREAS, there is a need to proceed immediately to adopt a citizen participation structure, now, therefore, be it

RESOLVED, that the Saint Paul City Council hereby supports the attached guidelines for citizen participation, and be it

FURTHER RESOLVED, that the Office of the Mayor is requested to prepare a plan for communication with the residents of each district to provide early notification and involvement by residents of a district in planning for land use, physical and social services, zoning changes, public improvements and parks, playgrounds and open space, and be it

FURTHER RESOLVED, that the Office of the Mayor and the Saint Paul Housing and Redevelopment Authority and all other affected city agencies and departments are hereby requested to adhere to the attached guidelines when they are applicable and to use the seventeen districts set out in these guidelines, either singly or in combination, as the basis for citizen input in the preparation or implementation of the Community Development Year II Program.

COUNCILMEN

Yeas	Nays
Christensen	
Hozza	In Favor
Levine	
Roedler	Against
Sylvester	
Tedesco	
President Hunt	

Adopted by Council: Date _____

Certified Passed by Council Secretary

By _____

Approved by Mayor: Date _____

By _____

Requested by Department of:

_____

By _____

Form Approved by City Attorney

By _____

Approved by Mayor for Submission to Council

By _____

GUIDELINES FOR
DISTRICT COUNCIL SYSTEM

With the adoption of these guidelines, there shall be established an advisory
district council system in the City of St. Paul. Each district council
shall represent residents of neighborhoods geographically defined on the
attached boundary map, with the exception of the southern boundary of
District 5, which is the same as the northern boundary of District 4. In
the case of this boundary, the Chicago Northwestern Railroad tracks shall
be the southern boundary of District 5 and the northern boundary of District 4.
Further, the City Council shall act as final arbiter of any subsequent
boundary disputes between neighborhoods. It is also proposed that existing
community council boundaires be respected.

Membership and Organization

1. At least 51 per cent of the district council administrative board shall
   be selected in an election process. Each district shall determine its
   method of election process.

2. The appointed members of the district council administrative board shall
   be determined by the individual district.

3. One person can serve on only one district council administrative board
   with the exception of the Downtown district.

4. There shall be a thirty day residency requirement for any person voting
   on any issue before the district council. However, the residency
   requirement shall be waived in the case of nonresident area businessmen
   and nonresident owners of real property, provided that nonresident area
   businessmen and nonresident owners of real property must have conducted
   business within the area or have owned real property within the area
   for a minimum of thirty days.

5. Members of the district council administrative board must be a resident
   of the area for six months or have owned real property within the area
   for a minimum of six months or have been engaged in business within the
   area for a maximum of six months.

6. Nonresident area businessmen, including property owners of real property,
   shall be allowed to participate in district council proceedings. The
   degree of participation shall be determined by the individual districts.
   However, no person shall be allowed to vote in more than one district
   election process; or more than one district general membership process;
   or serve on more than one administrative board, with the exception of
   the Downtown district board.

7. All district councils shall have affirmative action requirements as
   follows:

   a. Each district council shall have, as a voting member in its district,
      a representative of the protected classes residing within that
      district, which includes: low income, public assistance, women,
      racial minorities, senior citizens, and disabled (handicapped).

b. No person can be excluded because of religion, national origin, affectional preference, or criminal record.

c. The activities of the district council shall be governed by the affirmative action provisions of the Community Development Housing Act of 1974, applicable Federal statutes, the St. Paul Human Rights Ordinance, and the Minnesota Human Rights Law.

3. Residents under the age of 18 may be allowed to participate but will not have the power to vote. They also may be appointed to the district council administrative board. The extent of their participation will be decided by the individual district.

In formulating these guidelines, it is the understanding of the City Council that the Downtown district advisory council shall be made up of representatives of the various neighborhood districts in addition to membership of Downtown residents, businessmen and property owners. When the structure and functions of the Downtown District Advisory Council are determined, relevant language shall be prepared and made a part of these guidelines subject to the approval of the City Council.

Structure of the District Councils

1. The district council administrative board shall have by-laws to further define its structure.

2. The district council administrative board may become legally incorporated.

3. The size of the district council administrative board shall be determined by the individual district.

4. There will be only one contract for each district for recognition by the City.

5. The individual district council shall determine any further definition of structure, such as terms of office, etc.

6. The St. Paul City Council shall recognize the authority of the district councils.

7. The downtown district board shall include a representative of the downtown residents and one representative from each of the other districts and whatever additional membership deemed desirable by the downtown district council.

8. The existing community council structures and powers shall be respected.

Supporting Staff and Budgeting of the District Councils

The allocation for funding the district councils will be $267,000, as budgeted in the Community Development Year I Budget passed by the City Council.

These funds shall be allocated in the following manner:

DISTRICT	PER CENT	AMOUNT FROM $267,000
1 Battle Creek	1.09	2,910.30
2 Hayden Hgts./Hazel Park	2.10	5,607.00
3 West Side	7.20	19,224.00
4 Lower East Side/Dayton Bluff	6.69	17,862.30
5 Phalen Park	4.92	13,136.40
6 North End	10.57	28,221.90
7 Thomas-Dale	11.11	29,663.70
8 Summit-University	29.74	79,405.80
9 West Seventh	9.5	25,365.00
10 Como	.64	1,708.80
11 Hamline-Midway	3.51	9,371.70
12 St. Anthony Park	7.37	19,677.90
13 Lex.-Hamline/Merriam Park	1.46	3,898.20
14 Highland-Groveland	.99	2,643.30
15 Highland Park	.88	2,349.60
16 Crocus Hill/Ramsey Hill	2.13	5,687.10
17 Downtown	(0)	(0)

Budgeting and Auditing Procedures

Upon adoption of these guidelines, the Office of Community Development shall prepare detailed budgeting and auditing procedures for district councils. Upon completion of these procedures they shall be submitted to the City Council for review and approval.

Specifically, however, no "per diems" shall be allowed and reimbursement for expenses incurred by district council members shall be restricted to the following:

1. Per diem payments to district council members shall be prohibited.

2. District councils shall be specifically permitted to budget for and reimburse district council board members for legitimate expenses incurred by official duties.

Areas of Participation

1. The City Council and the district council shall, in each individual case, enter into an annual contract which outlines the activities to be undertaken by the district council.

2. These activities shall include the eligible activities under the Community Development Housing Act of 1974 and other activities deemed mutually beneficial.

3. In addition, current project area committees (PAC) contracts operative in the neighborhood development program (NDP) areas, shall be extended to all areas of the city.
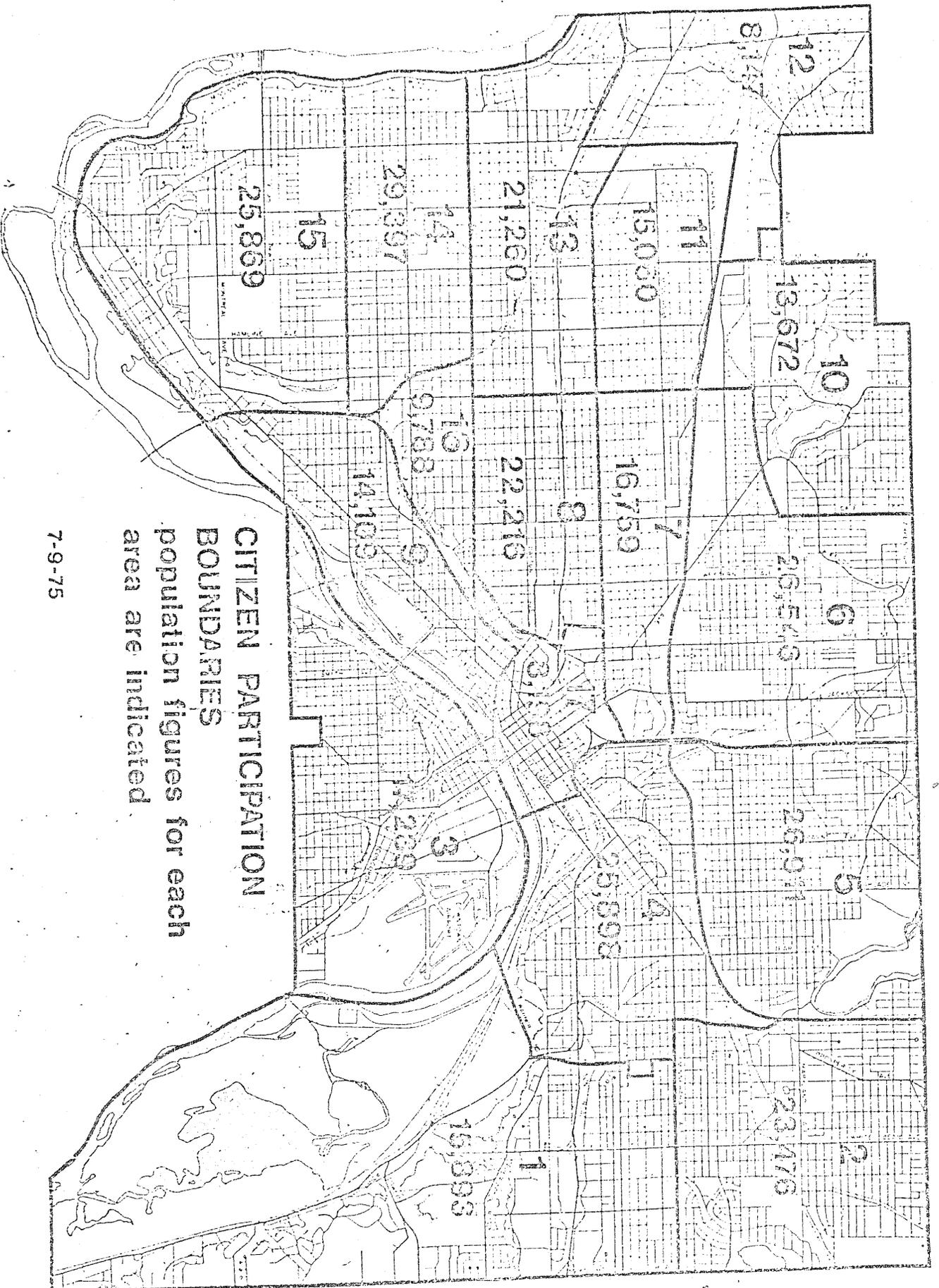
Contracting With the City

The district organization will hold open forum meetings to organize and set up the election process, then hold an election, and the elected members shall hold an open forum to explain why it is petitioning for a contract and describe how it is representative in a written petition to the St. Paul City Council stating:

1. Why the group feels it is representative of the age, ethnic, social and economic elements of their district.

2. That the district group has given ample public notice to the residents of the area that it is petitioning for.

3. That the district group will meet on a regular basis.

4. That the group will publish reports of its meetings on a regular basis.

5. The district boundaries, including a boundary map.

The City Council shall have the sole right to approve or reject such petitions.

Coordinating Committee

In formulating these guidelines, it is the understanding of the City Council that a City-wide Coordinating Committee is to be established. When the structure and function of this committee is determined by the City Council, relevent language shall be prepared and made a part of these guidelines.

CITIZEN PARTICIPATION
BOUNDARIES
population figures for each
area are indicated

7-9-75

8,143
12
25,869
15
29,397
14
21,260
13
15,030
11
13,672
10
9,788
16
22,210
8
16,759
8
14,105
9
26,549
6
3,
25,898
4
26,551
5
23,476
2
15,995
3
15,995
1