


COUNCIL COMMUNICATION

	Number:	20-443	Meeting:	October 5, 2020
	Agenda Item:	48I	Roll Call:	20-1597
	Submitted by:	Erin Olson-Douglas, Economic Development Director		

AGENDA HEADING:

Approving amendments to Chapter 2 of the Municipal Code establishing Development Services and Neighborhood Services Departments and eliminating references to the Community Development Department.

SYNOPSIS:

The proposed amendments to Chapter 2 establish the Development Services Department and Neighborhood Services Department to replace the existing Economic Development Department and Community Development Department. This change in organizational structure was approved as part of the Fiscal Year (FY) 2020-21 Operating Budget to address the changing goals of Des Moines over the next 20 to 30 years. This change allows the City to concentrate on both neighborhoods and commercial development, while continuing thoughtful long-term planning, innovative revitalization efforts, and sound economic development.

FISCAL IMPACT:

Amount: N/A

Funding Source: FY 2020-21 Operating Budget, Economic Development Budget page 32, Community Development Budget pages 43-57

ADDITIONAL INFORMATION:

- The Development Services Department will provide strategic and long-term planning, streamline review of new projects that are subject to the zoning code, design code and subdivision code; issue permits and conduct inspections that are subject to the building code; and manage economic incentive programs including Tax Abatement, Tax Increment Financing, and programs that assist business retention and expansion.
- Divisions in the Development Services Department will include Economic Development, Permit and Development Center, and Planning and Urban Design.
- The Development Services Department will provide staff support to the Plan and Zoning Commission, Zoning Boards of Adjustment, Historic Preservation Commission, Urban Design Review Board, Building and Fire Board of Appeals, Board of Power Engineers and representatives to the Metropolitan Planning Organization, Neighborhood Finance Corporation, and Neighborhood Development Corporation.

- The City Manager has appointed Erin Olson-Douglas as the Director and Michael Ludwig as the Deputy Director of the Development Services Department.
- The Neighborhood Services Department will place greater emphasis on services in neighborhoods – this includes assisting with the Invest DSM revitalization initiative, implementation of property improvement guidelines, increased efforts related to affordable and workforce housing. This department will retain traditional neighborhood initiatives including rental inspections, code enforcement, low-rent housing, federal fund distribution, and other supportive neighborhood services.
- Divisions in the Neighborhood Services Department include the Neighborhood Inspections Division, Zoning Enforcement Division, Housing Services Division, and the Federal Funds Administration Division.
- The Neighborhood Services Department will provide staff support to the Housing Appeals Board, Housing Services Board, and Neighborhood Revitalization Board and representatives to the Continuum of Care Board and the Homeless Coordinating Council.
- The City Manager has appointed Chris Johansen as the Director and SuAnn Donovan as the Deputy Director of the Neighborhood Services Department.

PREVIOUS COUNCIL ACTION(S):

Date: April 27, 2020

Roll Call Number: [20-0724](#)

Action: [On](#) proposed budget for the fiscal year ending June 30, 2021. ([Council Communication No. 20-186](#)) Moved by Gatto to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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