

NEIGHBORHOOD REQUESTS

Council encourages neighborhood requests. Requests generally are divided into two types: requests for *capital improvements*, and requests for *services*.

In the case of a request for capital improvements, a petition from the property owners must be submitted to City Council through the City Manager's office. This would be a petition signed by a majority of the property owners affected, or all of said owners, depending on the type of improvement and the statutory requirements for assessing the cost thereof. Once accepted, city staff will prepare/obtain cost estimates, present the project to Council, and follow the statutory requirements to implement the project and specially assess the costs. Council may, but shall have no obligation to, waive the assessment of costs if there is a general public purpose in doing so.

When a group of citizens wish to have a service or function considered by Council that is not established, they must draft a proposal that sets forth as much information as possible for Council in dealing with the subject. This would include, but is not limited to, the exact nature of the request, proposed plans, cost of implementing and maintaining, and who is to maintain the service or function once adopted. Council may consider the proposal as submitted, or may request additional information as needed.

Adopted on January 9, 2023.