



Council Agenda Item

Meeting Date: November 18, 2025

Agenda Item: Neighborhood Services Department Rename

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BACKGROUND

(Enter the who, what when, where, why)

In an effort to improve clarity, efficiency, and alignment with the City's strategic goals, staff is recommending the consolidation and renaming of two existing departments/offices. The Neighborhood Services Department and the Office of Economic Development will be reorganized and officially renamed as the "Community Development Department".

This name change reflects the City's commitment to a more holistic approach to community planning, growth management, housing, code enforcement, and economic vitality. The unified department will provide residents, businesses, and developers with a single, coordinated point of contact for community development services including building permits, zoning changes, code enforcement, and other critical services.

The reorganization is primarily administrative in nature and does not alter the core services currently provided. However, it will help to streamline communications and operations and lessen confusion for both residents and staff.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

- At the Common Council meeting on September 16, 2025, staff presented a memo outlining the rationale for the name change to Community Development Department. That item was approved as part of the consent agenda with no questions or comments.

FINANCIAL IMPACT

(If none, state N/A)

There is no financial impact associated with this name change. Staff will work to update wording on the city website.

STAFF RECOMMENDATION

Approve the drafted ordinance changes as presented. Staff also recommends that the second reading be waived.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

The necessary drafted ordinance revisions, which have been reviewed by the city attorney, are included.