

C.B. 118834 was introduced by the City Council on Nov. 7, 2016 and referred to the Select Budget Committee. About the proposed ordinance and its accompanying Res. 31718, the Lake Union District Council on Nov. 9, 2016 sent to the City Council a seven-page letter of comments. These comments are adapted here as proposed changes shown in the color red. The single black underlines and lineouts are the Mayor's proposed changes in the existing ordinance. Passages that are underscored twice in black are proposed by City Councilmember Lisa Herbold and except for a few words as noted, are consistent with and supported by the Lake Union District Council recommendations.

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

COUNCIL BILL 118834

..title

AN ORDINANCE relating to public outreach and engagement; creating a Community Involvement Commission to advise and make recommendations to the Mayor and City Council; amending Sections 3.35.010, 3.35.030, and 3.35.050 of the Seattle Municipal Code; and adding a new Chapter 3.62, consisting of Sections 3.62.010, 3.62.020, 3.62.030, 3.62.040, 3.62.050, and 3.62.060, to the Seattle Municipal Code.

..body

WHEREAS, the mission of the Department of Neighborhoods is ~~to empower people to make positive contributions in their communities and neighborhoods, support and build inclusive partnerships across the City, and bring government close to all people in a way that ensures in order to provide Seattle communities with~~ equitable access to government resources; ~~and~~

WHEREAS, a focus on equity is essential to any community involvement process in order to build relationships and improve outcomes, especially for under-represented and under-served communities, including, but not limited to, renters, immigrants and refugees, communities of color, people experiencing homelessness, LGBTQ persons, low-income households, youth, and seniors; and

WHEREAS, Resolution 27709, adopted in 1987, Resolution 28115, adopted in 1989, and Resolution 28948, adopted in 1994, established a process for dividing Seattle into 13 neighborhood District Council districts, each with a District Council comprised of ~~community councils, neighborhood business organizations, and other organizations that wish to participate. Local residents, business owners and other community members that provide~~ Each district council also sends a representatives to the citywide City Neighborhood Council; and

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1 WHEREAS, pursuant to Resolution 27709, Resolution 28115, and Resolution 28948, District

2 Councils and the City Neighborhood Council receive dedicated staff support from the

3 Department of Neighborhoods, hold regular public meetings that are to "provide a forum

4 for consideration of common concerns including physical planning, budget allocations

5 and service delivery and for the sharing or ideas for solutions to common problems,"

6 ~~review and provide input on City budget issues,~~ and provide input to the Mayor and City

7 Council regarding are tasked with rating and ranking eligible applications for

8 Neighborhood Matching Fund allocations; and

9 WHEREAS, as the composition of Seattle's population continues to change, the City needs to

10 continually revisit, revise, and expand its public engagement efforts in order to ensure

11 representatives from ~~all growing~~ demographic groups have opportunities to participate in

12 City decision-making processes that respond to their unique preferences and needs, and

13 that barriers that discourage people from participating are eliminated; and

14 WHEREAS, the public involvement programs and practices advanced by City departments

15 should reflect Seattle's commitment to the Race and Social Justice Initiative, which

16 focuses on ending structural racism and race-based inequities both within City

17 government and across the community; and

18 WHEREAS, as part of the City's 2016 Adopted Budget, the City Council requested that the

19 Department of Neighborhoods develop a plan to provide more equitable community

20 engagement, with a particular focus on Department of Neighborhoods staff resources

21 assigned to support the District Council system; and

22 WHEREAS, on July 13, 2016, Mayor Murray issued Executive Order 2016-06 directing the

23 Department of Neighborhoods to prepare an ordinance that (1) creates a Seattle

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1 Community Involvement Commission, and (2) supports the implementation of more  
2 equitable public involvement techniques by amending Chapter 3.35 of the Seattle  
3 Municipal Code to ~~end the practice of providing District Councils and the City~~  
4 ~~Neighborhood Council with unique and prioritized access to City resources, thereby~~  
5 ~~afford~~ing Department of Neighborhoods staff the capacity to assist and engage a  
6 ~~broader~~the full range of community voices; NOW, THEREFORE,

7 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

8 Section 1. Section 3.35.010 of the Seattle Municipal Code, last amended by Ordinance  
9 124650, is amended as follows:

10 **3.35.010 Department established—purpose**

11 There is established a Department of Neighborhoods to provide ~~((citizens and neighborhoods))~~  
12 community members and groups with ~~((consolidated))~~ coordinated, accessible, and effective  
13 tools and resources to:

14 A. ~~((To identify))~~ Identify and address their diverse character and needs;

15 B. ~~((To assist their participation in the processes of))~~ Participate in City  
16 government processes;

17 C. ~~((To improve))~~ Improve two-way communications with ~~((between them and))~~  
18 City departments;

19 D. ~~((To give them the capacity to build))~~ Build capacity and strengthen their  
20 communities;

21 E. ~~((To encourage their participation in finding solutions to their problems))~~  
22 Resolve and respond to issues and challenges facing their communities;

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1 F. ~~((To encourage their communication and collaboration with other~~  
2 ~~neighborhoods, business))~~ Communicate and collaborate with other local organizations and  
3 community groups; and

4 G. ~~((To implement the Neighborhood Planning and Assistance Program adopted~~  
5 ~~by Resolution 27709; and~~

6 H. ~~—To foster))~~ Foster understanding, coordination and unity of purpose among  
7 ~~((neighborhoods))~~ local communities and City government.

8 H. Promote ongoing engagement and dialogue between and among diverse  
9 community groups, toward mutual understanding, respect, and cooperation.

10 Section 2. Section 3.35.030 of the Seattle Municipal Code, last amended by Ordinance  
11 124650, is amended as follows:

12 **3.35.030 Director—functions**

13 The Director of the Department of Neighborhoods shall manage the department and shall:

14 A. Serve as liaison with ~~((citizens, neighborhoods))~~ residents, neighborhood  
15 groups, and other community organizations;

16 B. Manage the City's system of neighborhood service centers; ~~((Manage the~~  
17 ~~City's system of neighborhood service centers; provide))~~ Provide staff for the Community  
18 Involvement Commission, City Neighborhood Council and district councils; ~~((City~~  
19 ~~Neighborhood Council and district councils and administer))~~

20 C. Administer the Neighborhood Matching Fund Program and the Neighborhood  
21 Matching Fund;

22 ~~((€))~~ D. Conduct outreach programs to elicit ~~((citizen))~~ public participation;  
23 present ~~((neighborhood))~~ community concerns to City departments ~~((and strengthen~~

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1 ~~departmental responses to neighborhood problems~~) ; and strengthen and support the  
2 provision of ((~~assure~~)) coordinated departmental responses to ((~~neighborhood~~)) community  
3 concerns, including the delivery of high-quality customer service; and mediate disputes  
4 between City departments and affected communities;((~~and mediate disputes between City~~  
5 ~~departments and affected communities;~~))

6 ((~~D~~)) E. Assist communities in understanding and responding to proposed  
7 projects and activities ((~~affecting local land uses and the quality of the neighborhood~~  
8 ~~environment;~~)) and ((~~facilitate community~~))enable or convene public meetings on City  
9 issues, including possible City and actions having an impact on ((~~neighborhoods~~))  
10 communities;

11 ((~~E~~)) F. Assist communities in identifying ((~~problems~~)) local challenges and  
12 needs and help them ((~~develop, coordinate and~~)) implement neighborhood and community  
13 plans and other actions to address such issues; ((~~and report annually to the City Council~~  
14 ~~regarding the status of neighborhood plans;~~))

15 G. Support neighborhood-based community building through technical  
16 assistance, translation services, capacity building, and other resources, as appropriate.  
17 Promote intergenerational and multilingual neighborhood-based organizing, including  
18 emphasizing engagement of racially and economically diverse communities.

19 H. Provide technical assistance, training, and access to digital engagement tools,  
20 including digital methods, to ((~~neighborhoods~~)) communities undertaking general organizing  
21 efforts; and

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1           ~~((G. — Oversee and direct the Neighborhood Action Team Seattle to foster a multi-~~  
2 ~~department and community engagement approach to solving complex public safety~~  
3 ~~problems;))~~

4           I.H. Perform such other duties as assigned by the City in its annual budgets or by  
5 ordinance from time to time.

6           Section 3. Section 3.35.050 of the Seattle Municipal Code, last amended by Ordinance  
7 117977, is amended as follows:

8 **3.35.050 Neighborhood Matching Subfund ((-))**

9           A. There is hereby established in the City Treasury, as a subfund of the General  
10 Fund, a Neighborhood Matching Subfund to be administered by the Director of the Department  
11 of Neighborhoods and into which shall be deposited whatever sums the City may receive or  
12 allocate from time to time or during the annual budget process ~~((for neighborhood planning and~~  
13 ~~assistance purposes))~~ .

14           B. Disbursements from the Neighborhood Matching Subfund shall comply with  
15 all applicable provisions of the State Constitution, State law, City Charter, and ordinances of  
16 the City, and shall be made from appropriations authorized by the City Council by  
17 ordinance.

18           C. Funds appropriated from the Neighborhood Matching Subfund shall not lapse  
19 and shall be carried over each year until fully expended, reallocated by administrative  
20 action, or abandoned or reappropriated to other authorized activities.

21           D. There is hereby established in the Neighborhood Matching Subfund a new  
22 account called the Neighborhood Participation Account into which shall be deposited any

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1 cash proceeds provided as matching participation in furtherance of projects authorized by  
2 the City Council as part of the Neighborhood Matching Subfund program.

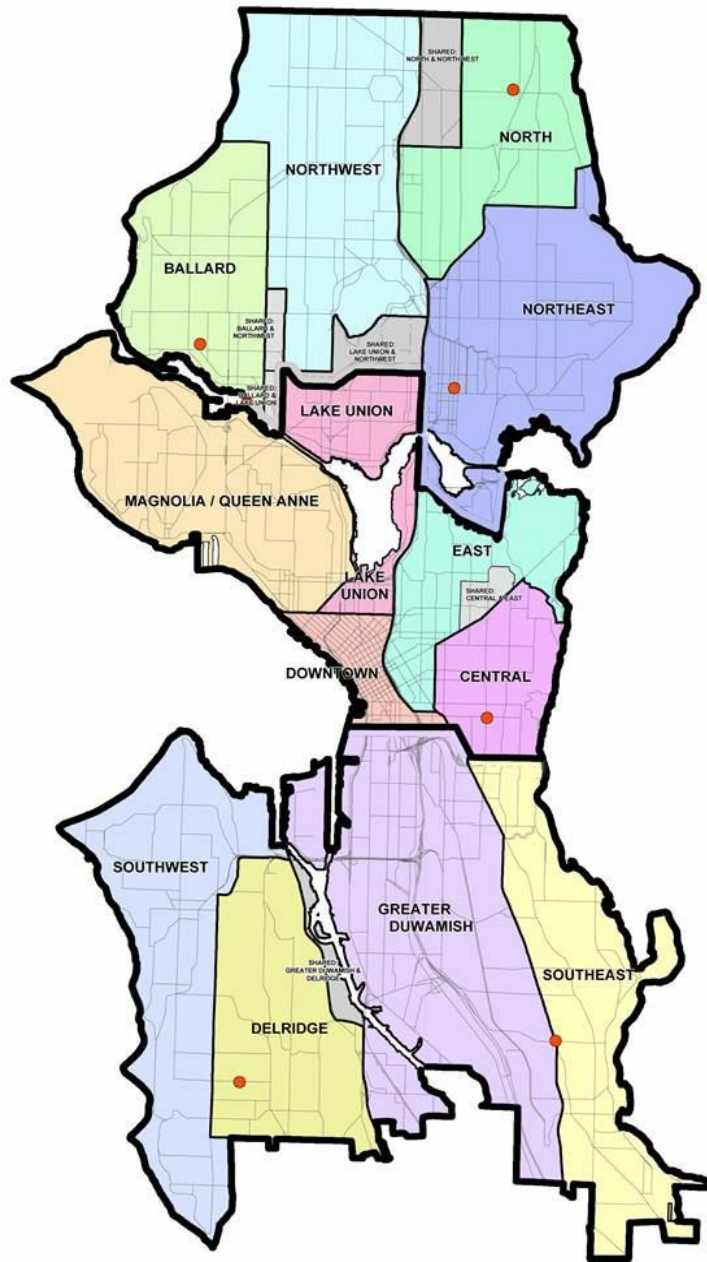
3 E. Funds received and deposited in accordance with the provisions of subsection  
4 3.35.050.D (~~of this section~~) are available for appropriation for uses contemplated by the  
5 Neighborhood Matching Subfund Program.

6 Section 4. A new Section 3.35.055 is added to the Seattle Municipal Code, as follows:

7 **3.35.055 Review of Grant Proposals**

8 1. The City recognizes ~~as City advisory bodies~~ thirteen Neighborhood District Councils,  
9 which are composed of representatives of community councils, neighborhood business  
10 organizations~~districts~~ and other community-based organizations that represent people or  
11 businesses with an interest in the neighborhood districts shown on Map 1 of Section 3.35.055.  
12 ~~Each Neighborhood District Council shall be an independent organization with no official ties to~~  
13 ~~the City of Seattle, except as described in this Section 3.35.055.~~

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Map 1 for Section 3.05.055

1  
2  
3 2. Before the Community Involvement Commission reviews community grant proposals,  
4 as described in Section 3.62.040 A.2., the Department of Neighborhoods shall consult with  
5 Neighborhood District Councils on proposals for Neighborhood Matching Fund grants over  
6 \$25,000. The Department shall ask existing and active Neighborhood District Councils to rate



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1 and rank eligible applications for grants that fall within their district. The Department shall  
2 include these ratings and rankings with any ~~legislation recommendations~~ submitted to the Mayor  
3 and City Council and shall consider them in making any recommendations for the grants. The  
4 Department shall support the Neighborhood District Councils in their review of the grant  
5 proposals.

6 Section ~~45~~. A new Chapter 3.62 is added to the Seattle Municipal Code as follows:

## 7 **CHAPTER 3.62 COMMUNITY INVOLVEMENT COMMISSION**

### 8 **3.62.010 Establishment**

9 There is established a Community Involvement Commission to advise and make  
10 recommendations to the Mayor and City Council on the development of plans, policies,  
11 regulations, strategies, and community grant funding processes that advance equitable public  
12 engagement and civic participation in ~~((the))~~ The City of Seattle. ~~An early part of the~~  
13 Commission's task will be to review the performance of the District Councils and the City  
14 Neighborhood Council and make a recommendation as to whether they should continue as  
15 official City advisory bodies and if so, in what ways they should be improved. The Commission  
16 shall act in an advisory capacity only.

### 17 **3.62.020 Membership**

18 A. The Commission is comprised of 16 members. Appointments shall be made to  
19 ensure that varied community perspectives are represented. At least one position shall be held by  
20 a representative from each of the seven City Council districts. If a member cannot be found from  
21 a particular district, that seat will remain empty. Appointments shall be made, to the extent  
22 possible, so that the Commission membership reflects the current demographics of the City,  
23 including consideration of historically underrepresented communities.

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1           B.       Members serve without compensation.

2       **3.62.030 Appointment and term**

3           A.       All positions are numbered one through 16. Individuals shall be appointed into  
4 those numbered positions. Members in positions one through seven shall be appointed by a  
5 majority vote of the Council, with each member representing the City Council district that  
6 corresponds to their position number. Individuals in positions eight through 14 shall be appointed  
7 by the Mayor, subject to confirmation by a majority vote of the Council. Position 14 shall be  
8 filled by a young adult pursuant to the Get Engaged Program in Chapter 3.51. Members in  
9 positions 15 and 16 shall be selected by the Commission subject to approval by the Mayor and  
10 confirmation by a majority vote of the Council. All positions shall be filled as soon as practicable  
11 after the Council and Mayor have authorized the creation of the Commission. Staff from the  
12 Department of Neighborhoods may provide appointment recommendations to both the Mayor  
13 and City Council.

14           B.       For the initial round of appointments, odd numbered positions will serve one-year  
15 terms and even numbered positions will serve two-year terms. After the conclusion of the initial  
16 terms, all subsequent terms of each position shall be for two years, with the exception of the  
17 young adult position appointed pursuant to Chapter 3.51 who shall serve a one-year term. No  
18 members shall serve more than two full consecutive terms. Any vacancy in an unexpired term  
19 shall be filled in the same manner as the original appointment. A member whose term is ending  
20 shall continue on an interim basis as a member with voting rights until such time as a successor  
21 for that position has been appointed and confirmed by the City Council.

22       **3.62.040 Duties and functions**

23           A.       The duties of the Commission include, but are not limited to, the following:

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1           1.       Provide advice on priorities, policies, and strategies related to equitable  
2 civic engagement and public participation in City decision-making processes. This includes  
3 review of proposals brought forward by the City, as well as ones identified by the Commission  
4 or submitted by members of the public-

5           2.       Advise the Department of Neighborhoods on the review of community  
6 grant processes including input received from the District Councils, and make final  
7 recommendations to the Department of Neighborhoods on proposals for Neighborhood Matching  
8 Fund grants over \$25,000.

9           3.       Meet at least ~~four~~ten times per year.

### 10 **3.62.050 Ancillary powers**

11           A.       The Commission shall have the power to:

12           1.       By a majority vote of the Commission, elect or replace one or more  
13 Commission members to serve as Chairperson for a one-year term, and elect or replace one or  
14 more members to serve as Vice Chairperson for a one-year term, who shall serve as Chair in the  
15 absence of the Chairperson.

16           2.       Organize itself, establish committees or subcommittees, and delegate  
17 duties for the performance of its work; and

18           3.       Adopt rules of procedure to accomplish its functions.

19           B.       The Department of Neighborhoods shall provide staff support and meeting  
20 facilities for the Commission and maintain its records. The Commission may also receive staff  
21 assistance from other City departments.

22           C.       Meetings of the Commission shall be open to the public and the Commission shall  
23 operate subject to the Washington Open Public Meetings Act (chapter 42.30 RCW). Meeting

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1 notifications, agendas, minutes of proceedings, findings and recommendations, annual reports,  
2 and other related material shall be available to the public and posted on the Department of  
3 Neighborhoods' website.

#### 4 **3.62.060 Unexcused absences and removal**

5 Any member may request an excused absence. For City Council appointed positions, the Council  
6 may remove any member who is absent from three or more consecutive meetings without cause,  
7 or otherwise for cause. For mayoral and Commission appointed positions, the Mayor may  
8 remove any member who is absent from three or more consecutive meetings without cause, or  
9 otherwise for cause. The Commission may recommend, by a majority vote, that the Mayor or  
10 Council remove any member who is absent without excuse from three consecutive Commission  
11 meetings.

