

1 **CITY OF SEATTLE**

2 **RESOLUTION 31718**

3 ..title

4 A RESOLUTION relating to public outreach and engagement; establishing citywide community  
5 involvement principles; directing the Department of Neighborhoods to lead City  
6 departments in the development of community involvement plans; directing the Seattle  
7 Office for Civil Rights to assist City departments with the development of community  
8 outreach and engagement efforts that advance racial equity; directing the Office of  
9 Immigrant and Refugee Affairs to develop a citywide language access strategy; and  
10 superseding Resolution 27709, Resolution 28115, and Resolution 28948.

11 ..body

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

17 WHEREAS, equity must be a central focus of any public involvement plan in order for it to  
18 engage, serve, and improve outcomes for all community members, including vulnerable  
19 and historically underserved populations; and

20 WHEREAS, successfully engaging community members in decision-making processes increases  
21 the likelihood of public support and better outcomes; and

22 WHEREAS, Resolution 27709, adopted on October 26, 1987, created the Department of  
23 Neighborhoods to promote and support public involvement at the neighborhood level;  
24 and

25 WHEREAS, Resolution 27709 was subsequently amended by Resolution 28115, adopted on  
26 December 18, 1989, and by Resolution 28948, adopted on July 11, 1994; and

27 WHEREAS, ~~pursuant to~~ Resolution 27709, Resolution 28115, and Resolution 28948; established  
28 a process for dividing Seattle into 13 neighborhood District Council districts, each with a

1 District Council comprised of community councils, neighborhood business organizations,  
2 and other organizations that wish to participate. Each district council also sends a  
3 representative to the citywide City Neighborhood Council. District Councils and the City  
4 Neighborhood Council receive dedicated staff support from the Department of  
5 Neighborhoods and hold regular public meetings that are to “provide a forum for  
6 consideration of common concerns including physical planning, budget allocations and  
7 service delivery and for the sharing of ideas for solutions to common problems.” They  
8 also are tasked with providing input to the Mayor and City Council regarding  
9 applications for Neighborhood Matching Fund allocations; ~~are tasked with rating and~~  
10 ~~ranking eligible applications for Neighborhood Matching Fund allocations;~~ and

11 WHEREAS, Mayor Murray states that he recognizes and appreciates the numerous hours  
12 District Council and City Neighborhood Council members spend in service to their  
13 communities as active and engaged volunteers; and

14 WHEREAS, active participation in District Council and City Neighborhood Council proceedings  
15 generally requires an ability to regularly attend ~~evening,~~ in-person meetings, a form of  
16 public involvement with major advantages for mutual understanding but which also that  
17 commands a significant, ongoing commitment of volunteer hours and does not work for  
18 all; and

19 WHEREAS, The City of Seattle, as a steward of public funds, has a responsibility to direct its  
20 limited outreach staff and other public engagement resources to programs and activities  
21 that are inclusive and encourage participation by a broad range of community members;  
22 and

1 WHEREAS, all City departments should apply outreach practices that reflect Seattle’s  
2 commitment to the Race and Social Justice Initiative, are culturally sensitive, and  
3 acknowledge and address barriers to participation; and

4 WHEREAS, on July 13, 2016, Mayor Murray issued Executive Order 2016-06 directing the  
5 Department of Neighborhoods, Seattle Office for Civil Rights, and City Budget Office to  
6 develop a resolution that (1) establishes a series of principles to advance more equitable  
7 community outreach and engagement practices across all City departments and (2)  
8 supersedes Resolution 27709, Resolution 28115, and Resolution 28948 to ~~end the~~  
9 ~~practice of providing District Councils and the City Neighborhood Council with unique~~  
10 ~~and prioritized access to City resources, thereby~~ affording Department of Neighborhoods  
11 staff the capacity to assist and engage ~~the full~~ broader-range of community voices; and

12 WHEREAS, in response to Executive Order 2016-06, the Department of Neighborhoods  
13 initiated a multifaceted outreach and online discussion effort called Engage Seattle to  
14 collect information on how community members prefer to receive information from the  
15 City and participate in civic processes; and

16 WHEREAS, as of September 12, 2016, the Department of Neighborhoods had presented Engage  
17 Seattle at more than 30 community events and received over 3,000 survey responses,  
18 with respondents indicating preferences for a broad range of engagement tools that allow  
19 them to participate in civic discussions through a variety of means, including digital and  
20 online resources, meetings and forums near their homes, and formats that allow for  
21 remote or flexible forms of community involvement; NOW, THEREFORE,

22 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEATTLE, THE**  
23 **MAYOR CONCURRING, THAT:**

1           Section 1. Community Involvement Principles and Plans.

2           A.     The Department of Neighborhoods shall lead all City departments through the  
3 development and periodic updating of community involvement plans that make information and  
4 opportunities for participation more accessible to the public.

5           B.     The community involvement plans developed for each City department shall  
6 implement policies and practices consistent with the following principles:

7                   1.     Improve and expand inclusive outreach and engagement, as well as the  
8 achievement of ~~creation of~~ equitable representative systems and tools that are ~~more~~ reflective of,  
9 and accessible to, communities throughout The City of Seattle.

10                   2.     Create well-designed, responsive, and culturally relevant public  
11 involvement plans.

12                   3.     Build community capacity for meaningful participation and authentic  
13 outreach and engagement.

14                   4.     Provide a wide range of opportunities for obtaining information and  
15 involvement in decision-making processes.

16                   5.     Achieve ~~greater~~ full equity with meaningful involvement of underserved  
17 and underrepresented communities.

18                   6.     Effectively and efficiently manage the use of all resources, while not  
19 presuming to direct how ~~including~~ community members should spend their<sup>2</sup> time.

20           C.     By December 31, 2017, the Department of Neighborhoods shall provide a written  
21 report to the Mayor and City Council that provides an update on each City department's progress  
22 on developing a community involvement plan or the date when the department's plan was  
23 completed.

1           Section 2. Racial Equity. The Seattle Office for Civil Rights, as coordinator of the City’s  
2 Race and Social Justice Initiative, shall take the following actions to assist City departments with  
3 the development of community outreach and engagement efforts that advance racial equity:

4           A.     Support the Department of Neighborhoods’ effort to lead all City departments  
5 through the development and periodic updating of community involvement plans.

6           B.     Assist City departments in building capacity and developing community  
7 engagement practices that are rooted firmly in the principles of racial equity and community  
8 accountability. The Seattle Office for Civil Rights’ capacity building efforts shall include, but  
9 not be limited to, assisting City departments with the application of the Racial Equity Toolkit to  
10 analyze policies and programs and utilizing the Race and Social Justice Initiative’s Equity Lab,  
11 an interdepartmental idea exchange and innovation hub.

12           C.     Develop a citywide framework that assists City staff in understanding the impact  
13 of institutional practices on racial equity; the positive role of anti-racist community organizing  
14 and leadership in furthering the goals of the Race and Social Justice Initiative; and how to  
15 equitably share information, resources and decision-making with the community. The Seattle  
16 Office for Civil Rights shall submit a proposed framework to the City Council by June 30, 2017.

17           Section 3. Language Access Services. The Office of Immigrant and Refugee Affairs shall  
18 develop an updated, citywide language access strategy to be implemented across all City  
19 departments. The strategy shall include a plan that establishes thresholds for identifying  
20 populations in need, articulates how departments will provide language services on a project by  
21 project basis, and clarifies departmental resources for implementation. The Office of Immigrant  
22 and Refugee Affairs shall submit its recommendations to the City Council by June 30, 2017.

Res. 31718 was introduced by the City Council on Nov. 7, 2016 and referred to the Select Budget Committee. About the proposed resolution and its accompanying ordinance proposal C.B. 118834, 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.

1 Section 4. The City Council, with the Mayor concurring, adopts the Glossary of Terms  
2 appended to this resolution as Attachment A and incorporated hereto by reference.

3 Section 5. With the exception of the passages quoted in Sections 6, ~~This~~ resolution  
4 supersedes the provisions of Resolution 27709, adopted on October 26, 1987; Resolution 28115,  
5 adopted on December 18, 1989; and Resolution 28948, adopted on July 11, 1994.

6 Section 6. In continuing the district councils and the City Neighborhood Council as City  
7 advisory bodies, -the City Council continues to support the objectives 3, 4 and 5 identified in  
8 Res. 27709 as edited here: To strengthen and coordinate City departments' responses to  
9 community and neighborhood problems and requests for help; To foster cooperation and  
10 consensus among diverse interests within communities and neighborhoods and to encourage the  
11 constructive settlement of disputes ; and (5) To facilitate communication between neighborhoods  
12 regarding common concerns.

13 Attachments:  
14

15 **Attachment A – Glossary of Terms**  
16

17 The following terms and definitions shall guide ongoing efforts by City of Seattle departments to  
18 develop, implement and periodically update community involvement plans and practices that  
19 prioritize equity.

20 **Community** – A group of people sharing a common experience or interest; e.g., those live or  
21 work in a residents-of-a neighborhood, faith-based congregations, business owners along a  
22 commercial corridor, members of ethnic and cultural groups, gardeners at a P-Patch, school-  
23 based organizations.

24 **Community Involvement** – Outreach, engagement and other actions taken to bring community  
25 members into identify and/or address issues of interest to a community.

26 **Engagement** – The act or process by which community members of ~~build~~ ing-ongoing  
27 relationships with one another and/or with their government, ~~community members,~~ often for  
28 mutual values and goals with the goal of developing and implementing a collective vision or plan  
29 for the benefit of the community's future. Government can also work to engage with community  
30 members.

1 **Equal, Equitable, Equity**

2 *Equal* – A solution or outcome where every community or community member receives  
3 the same level of resources, regardless of their level of need.

4 *Equitable* – A solution or outcome where resources are allocated according to each  
5 community or community member’s level of need.

6 *Equity* – Everyone has fair and unbiased access to the resources they need to meet their  
7 fundamental needs and fully participate in the life of their community.

8 **Neighborhood** – A geographically localized district within a city; e.g., Ballard, South Park,  
9 Columbia City, Greenwood. Those who live or work in a neighborhood can be quite diverse but  
10 through proximity can develop some commonalities in identity and values and can engage  
11 together in efforts for neighborhood improvement, mutual aid, and requests for government  
12 resources.

13 **Outreach** – The act or process of bringing information or services to community members,  
14 including members of underserved or underrepresented populations.

15 **Participation** – Active engagement by community members in projects and processes that are  
16 meaningful to them. Methods of participation can include, but are not limited to, sharing ideas,  
17 contributing to decision-making efforts, collaboration on projects, and assisting with the  
18 implementation of new programs and strategies.

19 **Underserved Population** – Communities and groups provided with insufficient or inadequate  
20 resources or services relative to their needs and/or proportion of the total population.

21 **Underrepresented Population** – Communities and groups provided with insufficient or  
22 inadequate representation relative to their proportion of the total population.

23  
24 Adopted by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2016, and signed by me in open  
25 session in authentication of its adoption this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

26  
27 \_\_\_\_\_  
28  
29 President \_\_\_\_\_ of the City Council

30 The Mayor concurred the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

31 \_\_\_\_\_  
32 Edward B. Murray, Mayor