

1 *[Apparently this is the version that the Mayor sent to the City Council on Sept. 26, 2016. Note*
2 *the attachment at end.]*
3

4 **CITY OF SEATTLE**

5 **RESOLUTION _____**

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

13 WHEREAS, the mission of the Department of Neighborhoods is to support and build inclusive
14 partnerships across the City in order to provide Seattle communities with equitable access
15 to government resources; and

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

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

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

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

26 WHEREAS, pursuant to Resolution 27709, Resolution 28115, and Resolution 28948, District
27 Councils and the City Neighborhood Council receive dedicated staff support from the

1 Department of Neighborhoods and are tasked with rating and ranking eligible
2 applications for Neighborhood Matching Fund allocations; and

3 WHEREAS, Mayor Murray recognizes and appreciates the numerous hours District Council and
4 City Neighborhood Council members spend in service to their communities as active and
5 engaged volunteers; and

6 WHEREAS, active participation in District Council and City Neighborhood Council proceedings
7 generally requires an ability to regularly attend evening, in-person meetings, a form of
8 public involvement that commands a significant, ongoing commitment of volunteer hours
9 and does not work for all; and

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

14 WHEREAS, all City departments should apply outreach practices that reflect Seattle's
15 commitment to the Race and Social Justice Initiative, are culturally sensitive, and
16 acknowledge and address barriers to participation; and

17 WHEREAS, on July 13, 2016, Mayor Murray issued Executive Order 2016-06 directing the
18 Department of Neighborhoods, Seattle Office for Civil Rights, and City Budget Office to
19 develop a resolution that (1) establishes a series of principles to advance more equitable
20 community outreach and engagement practices across all City departments and (2)
21 supersedes Resolution 27709, Resolution 28115, and Resolution 28948 to end the
22 practice of providing District Councils and the City Neighborhood Council with unique

1 and prioritized access to City resources, thereby affording Department of Neighborhoods
2 staff the capacity to assist and engage a broader range of community voices; and

3 WHEREAS, in response to Executive Order 2016-06, the Department of Neighborhoods

4 initiated a multifaceted outreach and online discussion effort called Engage Seattle to
5 collect information on how community members prefer to receive information from the
6 City and participate in civic processes; and

7 WHEREAS, as of September 12, 2016, the Department of Neighborhoods had presented Engage

8 Seattle at more than 30 community events and received over 3,000 survey responses,
9 with respondents indicating preferences for a broad range of engagement tools that allow
10 them to participate in civic discussions through a variety of means, including digital and
11 online resources, meetings and forums near their homes, and formats that allow for
12 remote or flexible forms of community involvement; NOW, THEREFORE,

13 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEATTLE, THE**
14 **MAYOR CONCURRING, THAT:**

15 Section 1. Community Involvement Principles and Plans.

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

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

21 1. Improve and expand inclusive outreach and engagement, as well as the
22 creation of equitable representative systems and tools that are more reflective of, and accessible
23 to, communities throughout The City of Seattle.

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

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

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

7 5. Achieve greater equity with meaningful involvement of underserved and
8 underrepresented communities.

9 6. Effectively and efficiently manage the use of all resources, including
10 community members' time.

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

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

18 A. Support the Department of Neighborhoods' effort to lead all City departments
19 through the development and periodic updating of community involvement plans.

20 B. Assist City departments in building capacity and developing community
21 engagement practices that are rooted firmly in the principles of racial equity and community
22 accountability. The Seattle Office for Civil Rights' capacity building efforts shall include, but
23 not be limited to, assisting City departments with the application of the Racial Equity Toolkit to

1 analyze policies and programs and utilizing the Race and Social Justice Initiative’s Equity Lab,
2 an interdepartmental idea exchange and innovation hub.

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

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

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

16 Section 5. This resolution supersedes the provisions of Resolution 27709, adopted on
17 October 26, 1987; Resolution 28115, adopted on December 18, 1989; and Resolution 28948,
18 adopted on July 11, 1994.

19 Adopted by the City Council the _____ day of _____, 2016,
20 and signed by me in open session in authentication of its adoption this _____ day of
21 _____, 2016.

22 _____
23 President _____ of the City Council

1 The Mayor concurred the _____ day of _____, 2016.

2 _____

3 Edward B. Murray, Mayor

4 Filed by me this _____ day of _____, 2016.

5 _____

6 Monica Martinez Simmons, City Clerk

7 (Seal)

8

9 Attachments:

10 Attachment A – Glossary of Terms

11

12 **Attachment A – Glossary of Terms**

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

16

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

21 **Community Involvement** – Outreach, engagement and other actions taken to identify and/or
22 address issues of interest to a community.

23 **Engagement** – The act or process of building ongoing relationships with community members,
24 often with the goal of developing and implementing a collective vision or plan for the
25 benefit of the community’s future.

26 **Equal, Equitable, Equity**

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

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

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

33 **Neighborhood** – A geographically localized district within a city; e.g., Ballard, South Park,
34 Columbia City, Greenwood.

- 1 **Outreach** – The act or process of bringing information or services to community members,
2 including members of underserved or underrepresented populations.
- 3 **Participation** – Active engagement by community members in projects and processes that are
4 meaningful to them. Methods of participation can include, but are not limited to, sharing
5 ideas, contributing to decision-making efforts, and assisting with the implementation of
6 new programs and strategies.
- 7 **Underserved Population** – Communities and groups provided with insufficient or inadequate
8 resources or services relative to their needs and/or proportion of the total population.
- 9 **Underrepresented Population** – Communities and groups provided with insufficient or
10 inadequate representation relative to their proportion of the total population.
11