



SEATTLE CITY COUNCIL

Legislative Summary

Res 31718

Record No.: Res 31718

Type: Resolution (Res)

Status: Adopted

Version: 1

Ord. no:

In Control: City Clerk

File Created: 09/14/2016

Final Action: 11/28/2016

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

Notes:

Filed with City Clerk: 11/28/2016

Mayor's Signature: 11/28/2016

Sponsors: Burgess

Vetoed by Mayor:

Veto Overridden:

Veto Sustained:

Attachments: Att A – Glossary of Terms

Drafter: adam.schaefer@seattle.gov

Filing Requirements/Dept Action:

History of Legislative File

Legal Notice Published:

Yes

No

| Ver- sion: | Acting Body: | Date: | Action: | Sent To: | Due Date: | Return Date: | Result: |
|---------------|----------------------------|---|------------------------------------|-------------------------------|-----------|-----------------|---------|
| 1 | Mayor | 09/26/2016 | Mayor's leg transmitted to Council | City Clerk | | | |
| 1 | City Clerk | 10/07/2016 | sent for review | Council President's Office | | | |
| | Action Text: | The Resolution (Res) was sent for review. to the Council President's Office | | | | | |
| | Notes: | | | | | | |
| 1 | Council President's Office | 10/20/2016 | sent for review | Select Budget Committee | | | |
| | Action Text: | The Resolution (Res) was sent for review. to the Select Budget Committee | | | | | |
| | Notes: | | | | | | |

- 1 Full Council 11/07/2016 referred Select Budget Committee
- 1 Select Budget Committee 11/16/2016 adopt Pass
- Action Text:** The Committee recommends that Full Council adopt the Resolution (Res).
- Notes:**
- In Favor: 9 Chair Burgess, Member Bagshaw, Member Harrell, Member Herbold, Member Juarez, Member Johnson, Member González , Member O'Brien, Member Sawant
- Opposed: 0
- 1 Full Council 11/21/2016 adopted Pass
- Action Text:** The Resolution (Res) was adopted by the following vote, and the President signed the Resolution:
- In Favor: 9 Councilmember Bagshaw, Councilmember Burgess, Councilmember González , Council President Harrell, Councilmember Herbold, Councilmember Johnson, Councilmember Juarez, Councilmember O'Brien, Councilmember Sawant
- Opposed: 0
- 1 City Clerk 11/22/2016 submitted for Mayor's signature Mayor
- 1 Mayor 11/28/2016 Signed
- 1 Mayor 11/28/2016 returned City Clerk
- Action Text:** The Resolution (Res) was returned. to the City Clerk
- Notes:**
- 1 City Clerk 11/28/2016 attested by City Clerk
- Action Text:** The Resolution (Res) was attested by City Clerk.
- Notes:**
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CITY OF SEATTLE

RESOLUTION 31718

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

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

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

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

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

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

WHEREAS, pursuant to Resolution 27709, Resolution 28115, and Resolution 28948, District Councils and the City Neighborhood Council receive dedicated staff support from the Department of Neighborhoods and are tasked with rating and ranking eligible applications for Neighborhood Matching Fund allocations; and

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

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

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

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

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

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

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

11 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEATTLE, THE**
12 **MAYOR CONCURRING, THAT:**

13 Section 1. Community Involvement Principles and Plans.

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

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

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

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

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

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

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

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

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

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

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

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


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

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

12 Section 4. The City Council, with the Mayor concurring, adopts the Glossary of Terms
13 for use by the City in the development of community involvement plans and community
14 outreach and engagement as appended to this resolution as Attachment A and incorporated
15 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.

1 Adopted by the City Council the 21st day of November, 2016,
2 and signed by me in open session in authentication of its adoption this 21st day of
3 November, 2016.

4 


5 President _____ of the City Council

6 The Mayor concurred the 28th day of November, 2016.

7 

8 Edward B. Murray, Mayor

9 Filed by me this 28th day of NOVEMBER, 2016.

10 

11 Monica Martinez Simmons, City Clerk

12 (Seal)

13 Attachments:
14 Attachment A – Glossary of Terms
15

Attachment A – Glossary of Terms

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

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

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

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

Equal, Equitable, Equity

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

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

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

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

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

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

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

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