

**City of Seattle, Office of Planning & Community Development (OPCD)  
Chinatown International District (CID) Framework and Implementation Plan  
Advisory Committee Meeting**

September 27, 2017

5:30pm – 7:30pm

Hirabayashi Place, Donnie Chin Community Room

**Agenda**

**Gathering, Welcome and Introduction Around the Table**

Maiko Winkler Chin and Pradeepta Upadhyay, Advisory Committee Co-Chairs, opened the meeting and greeted the group. Angela Powell of Imago, LLC, facilitated introductions around the room, as well as reviewed the meeting agenda and noted that a comment “wall” was available in the room for members of the community to write and submit in their comments to the Committee. Patricia/Patty Julio was also introduced as a facilitator.

In attendance:

Cassie Chinn, Wing Luke  
Elaine Ishihara, Nisei Vets Community Foundation  
Jessa Timmer, CIDBIA  
Maiko Winkler Chin, SCIDPDA  
Miye Moriguchi, Uwajimaya  
Pradeepta Upadhyay, Interim CDA  
Quynh Pham, Friends of Little Saigon  
Shanti Breznau, SCIDPDA  
Sonny Nguyen, ID Public Safety Council  
Sue-May Eng, Chong Wa Benevolent Association  
Tammy Deets, Ethnic Business Coalition  
Tanya Woo, owner of the Louisa Building  
Tiernan Martin, Futurewise

Gary Johnson, OPCD  
Janet Shull, OPCD  
Michael Wells, Seattle Office of Economic Development (OED)  
Rebecca Frestedt, Seattle Dept. of Neighborhoods (DON)  
Chip Nevins, Seattle Parks Department

**Developing a Community Engagement Plan**

This portion of the meeting started with Gary Johnson of OPCD who announced that Ben Han has resigned from DON, and expressed appreciation for his work. The position is now open. The job announcement was shared and will be open until filled. Gary will send the job description to the full committee via email. In the meantime, Sahar Fathi at DON will provide a bridge role.

Patricia then led the bulk of this agenda item by briefly outlining themes in last meeting’s exercise that revealed the Committee’s hopes & neighborhood strengths and concerns & frustrations working with local government and with the larger community. Questions were raised about what we mean by community engagement. The answer is developing an overall strategy for the process as a whole. Members worked in small groups to brainstorm and record their best thinking for community engagement going forward. Their responses follow:

### **Best approaches to CID community engagement**

- Conduct outreach and share information in residential buildings
- Provide food and childcare
- “Go to them” and meet people where they’re at
- Use bulletin boards, utility boards, ask small businesses to promote
  - Put up posters in small businesses / storefronts in different languages
- Ask familiar faces with personal connections to do recruitment and outreach
- For whole process, have an open house with stations for each workgroup
- Use many different methods – flyers, electronic, word of mouth, WeChat
- Try to keep the topic of any particular engagement event as clear as possible
- Find a way to make it clear to community members that their feedback is being tracked and collected and will have impact on policy outcomes
- Participation in a workgroup should come with an expectation of responsibility (by committee members and members of public)
- Use interactive, multiple modes to get feedback
- A good model is at the Danny Woo Garden, 68 gardeners attended, they were low-income, limited English speakers. These groups are important to engage
- Canvass businesses in the neighborhood
- Provide clear accountability regularly, not just at one meeting
- Don’t just dump information and provide no context
- Think about fun, use different activities
- Describe feasibility parameters
- Bring expertise and analysis of issues to stakeholders
- New Seattle Mayor? What is her commitment to implementation? Funding?
- Focus on inclusion – get input from stakeholders during the process vs. informing them after the fact
- Do not conduct a process, with no outcomes
- City of San Francisco and City of San Jose are good models for community engagement
- Describe the laws, communication and funding attached
- Report out (describe what was done / completed to meet community accountability) and identification of clear next steps
- Identify what the community wants vs. what city thinks is wanted
- Be concrete: what does implementation look like out of this process?
- How do you reduce fear of missing out (FOMO) and make sure folks feel heard?
- Use surveys

### **People or groups to engage**

- Family associations
- Business owners
- Property owners
- Residents (parents) and families
  - Families and parents are more difficult to reach
- Regular customers (not necessarily residents)
- Employees
- Elders and their families
- Non-residents, i.e. employees, visitors
- For small businesses, visit them multiple times each
  - Don’t just engage the person at the counter in small businesses
- Transit riders
- Children, young adults
- Conduct 1-on-1’s for business owners in their place of business
- Outreach strategy – be concise from the beginning
  - Specific to specific residents
- Meeting people where they are
  - Door-to-door, small groups, etc.

### **Timing recommendations to convene community**

- Printed materials in different languages to share and get feedback from community to use as orientation tools
- 2 weeks, 1 week, 3-days before, day before, day-of – use regular / consistent reminders
- Businesses prefer early afternoons – it is a slow time for them
- 9-5pm workers, schedule meetings at 6pm or after
- Rotate / alternate meeting times

### **Connection to other community efforts**

- How can we prevent community members from being confused by the diversity of the planning processes that are going on simultaneously?
- Identify community efforts with other organizations to link workgroup efforts
- Community festivals, events, meetings, organizational meetings, sporting events Sponsor a community event (go to the community)
- Use distinct “branding” for this work so it stands out
- Other established community meetings
- Speak at community / residential happy hours or events

### **Best practices for translation & interpretation**

- Just do it
- Be simple and clear in written materials
- Conduct an orientation for interpreters to help them understand the plan
- Work with youth to do outreach and distribute information
- Create a glossary of terms
- The challenge is that there is no standardized language for city processes / the work.
- Use images, visuals, diagrams, pictures and good design

### **Key community venues or spaces to hold events**

- Chong Wa Benevolent Association
- Donnie Chin International Children’s Park

- Avoid busy times to reach people
- As much as possible, and regularly align meetings with benchmarks
- Balance regular meetings with focused on tasks
- Look for best practices from other places to conduct outreach to community members
- Provide ample notice to allow for translation

- Have an informational booth at community festivals
- Monthly organizational meetings
- Market pop-ups
- Sponsorship
- ISRD
- CID Forum
- Public Safety Council
- Public Safety Forum
- Only in Seattle (Seattle OED)
- Hing Hay Park opening
- Commercial affordability advisory committee

- Take recommendations from the community
- Interpreters / translators are mandatory for large events, but maybe not required for smaller work group events
- Back translating is super important
- Identify language specific facilitation grants
- Work with translators who know the community, preferably professional translators, such as Allen Lai
- Do not rely on Google
- Provide sufficient turnaround time

- Family association halls
- Helping Link

- Hing Hay CoWorks
- Hing Hay Park
- Hirabayashi Place
- ID Community Center
- IDEA Space
- Legacy Community Hall at Legacy House
- Nagomi Tea House
- Navigation Center
- Nisei Vets Hall
- Publix Hotel
- Residential building spaces or large rooms (most buildings have these)
- Restaurants with larger banquet rooms: Ocean Star, Four Seas, House of Hong
- Seattle Indian Health Board
- Summit Sierra School
- Wing Luke

### **Understanding the Purpose of the Workgroups & Major Questions**

Angela introduced an activity to orient Advisory Committee members to the five workgroups. She asked members to join one of the workgroups based on their interests and answer the following questions on larger poster paper:

1. List the Advisory Committee members in the workgroup\*\*  
\*\*"Workgroup member list edited by OPCD for consistency with community interests.
2. Describe the purpose of the workgroup in 1 sentence only – if there is something missing, add it to the purpose statement.
3. List the major questions or issues you have about the workgroup

To help orient members, draft workgroup descriptions were distributed. Gary Johnson also asked members to think about these questions:

4. What do you want to see at the end of this process?
5. Where does the city's Race & Social Justice Initiative (RSJI) fit in? The city Inter-Departmental Team (IDT) is currently doing some thinking around this and they need input from the community.

To conclude the exercise, each member reviewed the workgroup posters and placed questions on each poster using post-it notes. Angela then closed the activity stating that this exercise was a mini-orientation and more orientation activities will be planned. Notes from each workgroup poster are recorded here, with responses to the poster in the graphic word call-out.

### **Workgroup 1: Community Development & Stabilization Poster**

**Who:** Sunshine, Cassie, Quynh, Marlon, Jessa, Pradeepta, Esther, Taylor, Maiko, Shanti

**Purpose:** We will use a range of strategies to preserve affordability and cultural identity in housing and small businesses with the goal of eliminating displacement

#### **Major questions/issues:**

- How do we define affordability?
- How do we support CID organizations in this work, be community based and increase community capacity?
- How do we integrate and build on existing cultural heritage and community assets?
- How do we ensure community control?
- Use different strategies between housing and commercial
- Support start-up entrepreneurs and existing retail that faces relocation and displacement
- Keep new developers accountable to this community

- How to connect multiplicity of voices/perspectives to come together, united against displacement?
- Also, how to secure non-profit organizational needs and address affordable office space?

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- I love the purpose statement
  - Share these discussions / recommendations with other workgroups when answering the question “How do we integrate and build on existing cultural heritage and community assets?”
  - What is the funding for affordability?
  - Old buildings need to be up to code?
  - What do we do about legacy businesses that are closing?

## **Workgroup 2: ISRD & Design Review Poster**

**Who:** We’re all in! Tiernan, Shanti, Quynh, Jessa, Esther, Miye, Tanya

**Purpose:** As written in the “job description”. Also, design guidelines and code and permitting sequence (“process”)

### **Major questions / issues:**

- What is the scope of work for Little Saigon community engagement?
- What is the budget?

No specific follow-up comments or questions from the larger group.

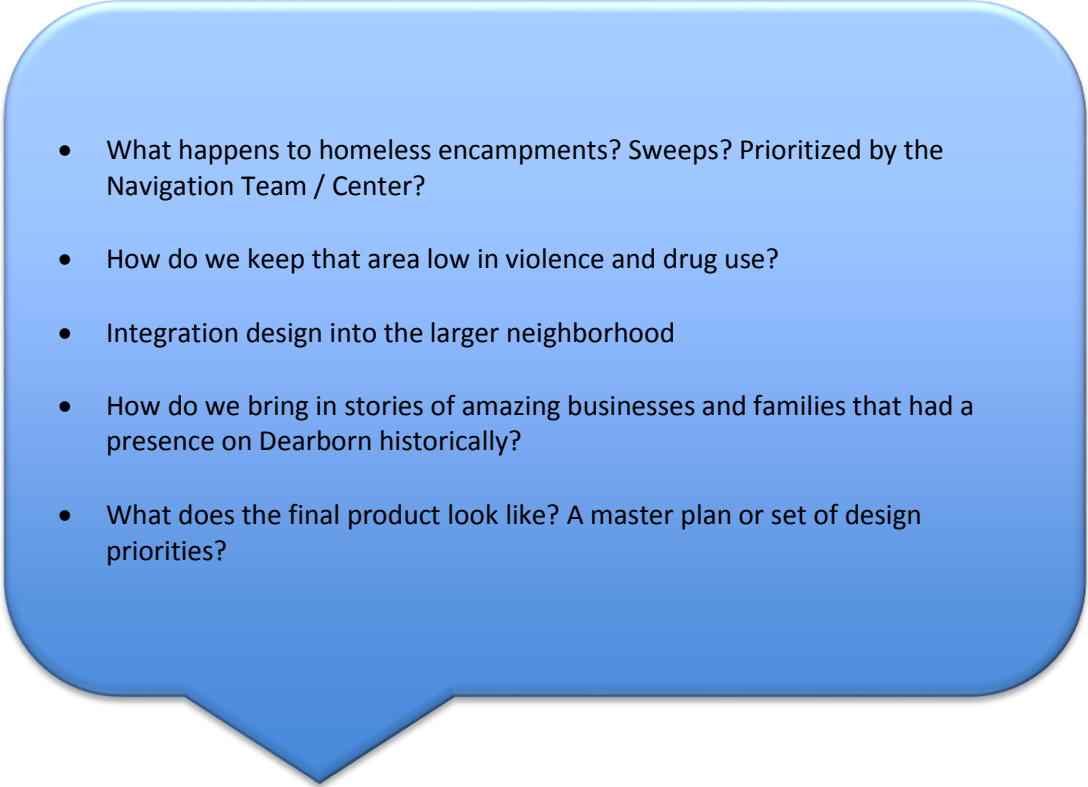
### **Workgroup 3: Charles Street Campus Poster**

**Who:** Maiko, Elaine

**Purpose:** What should happen at Charles Street to make it better for the CID?

#### **Major questions / issues:**

- How do we make Dearborn seem less like a highway?
- What do we want on it / happening there?
- What is the implementation timeline?
- What is the implementation budget?
- What are the trade-offs / unintended consequences?

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- What happens to homeless encampments? Sweeps? Prioritized by the Navigation Team / Center?
  - How do we keep that area low in violence and drug use?
  - Integration design into the larger neighborhood
  - How do we bring in stories of amazing businesses and families that had a presence on Dearborn historically?
  - What does the final product look like? A master plan or set of design priorities?

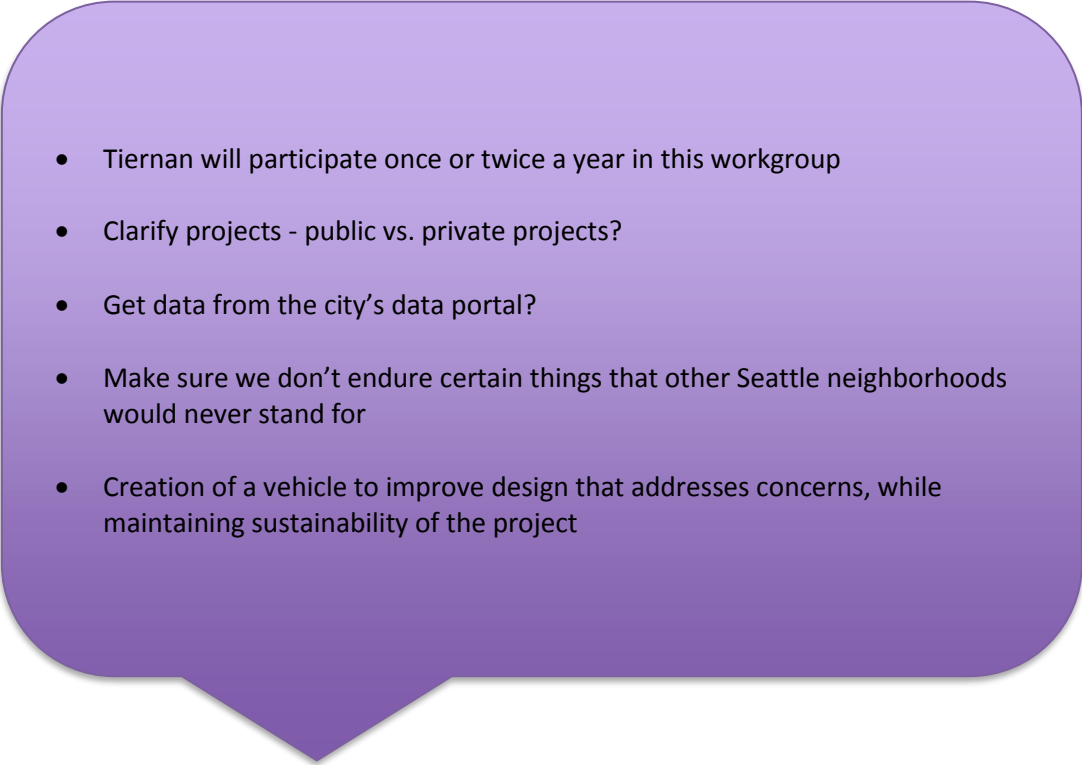
#### **Workgroup 4: Capital Project Coordination Poster**

**Who:** Tanya, Sue-May, Maiko, Tiernan

**Purpose:** Be aware of capital improvement projects, and provide opportunity for community to react through timely outreach and to provide channels to the community for addressing their concerns.

#### **Major questions / issues:**

- Need to know timing of projects:
  - What stage the project is in
  - How to prioritize, e.g. when to comment?

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- Tiernan will participate once or twice a year in this workgroup
  - Clarify projects - public vs. private projects?
  - Get data from the city's data portal?
  - Make sure we don't endure certain things that other Seattle neighborhoods would never stand for
  - Creation of a vehicle to improve design that addresses concerns, while maintaining sustainability of the project


#### **Workgroup 5: Public Realm Poster**

**Who:** Sonny, Tiernan

**Purpose:** Build a better, stronger neighborhood by building safer, more active, and more accessible culturally relevant public spaces.

#### **Major questions / issues:**

- Need to build a park in Little Saigon
- Regular nightlife activation
- Support Danny Woo Garden

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- What about alleys?
  - What about safety? What about parklets?
  - Does this include streets and right-of-ways?
  - What are the on-going funding mechanisms?
  - Who funds and programs activations?

### **City Staff Update**

City staff made several relevant announcements towards the end of the meeting:

- Janet Shull presented a draft map highlighting housing affordability levels in the CID. Various ranges were color-coded – market rate, 30%-80% area median income (AMI), 30% AMI and below, etc. The map also depicted existing buildings to be developed into affordable housing. This map responds to community about the housing mix in the CID, pipeline projects, location of market rate units, etc.
- Michael Wells of OED announced that the Legacy Businesses report and recommendations is now completed and staff will brief Councilmember Herbold before releasing to the community.
- Gary Johnson announced that the mandatory housing legislation passed and that Parks Dept. and Dept. of Transportation will be briefing council on public realm projects in the CID. A report will be released soon.
- Rebecca Frestedt of DON announced that there are three positions open on the International District Special Review Board coming up after the November election. 1 spot is open for a business or property owner and 2 spots are open for residents / tenants. Rebecca distributed voter registration forms. This is an opportunity for the community to have a voice on the ISRB. Terms begin January 2018.

### **Schedule Next Meeting and Closure**

The next Advisory Committee meeting will be on the 4<sup>th</sup> Wednesday, October 25, 2017, at Hirabayashi Place, Donnie Chin Community Room. Workgroups will convene between now and October 25<sup>th</sup>.