

# Community Outreach Ordinance Key Points

## Objective and Purpose

- An opportunity for the community to be informed and provide comment on specific actions taken by the Mayor's Office prior to City Council approval or Administrative action.
- Any items related to the Community Benefits Agreement Ordinance are EXEMPT from this process.
- If there are concerns with development thresholds and other items, the Community Benefits Ordinance is currently being amended. Follow up with Linda Wesley at [wesleyl@detroitmi.gov](mailto:wesleyl@detroitmi.gov).
- This ordinance DOES NOT prevent additional outreach.
- This ordinance DOES NOT prevent any additional outreach required by law. To create a standard community outreach policy within the City of Detroit.

## Key Components

- Some items were not able to be added to the ordinance due to fiscal impact or a violation of Separations of Powers as laid out in Section 4-113 of the Charter. However, the ordinance will be accompanied by a Community Engagement Resolution expressing support for community engagement actions.
  - Request for language to the resolution, please email [barnesja@detroitmi.gov](mailto:barnesja@detroitmi.gov)
  - Specific details on the management of the meetings such as speaking time, facilitators, etc. are exempt from the ordinance due to a violation of separation of powers. However, we can add requests to the Community Engagement Resolution.
- Various Outreach Types allows for outreach flexibility to ensure that outreach is able to occur in all conditions including but not limited to staffing and financial restrictions.
- For items requiring City Council Approval, if the City Council is not satisfied with the outreach type, the item can be held at the table and require additional outreach.
- The Community Advisory Councils (CACs) are community elected bodies created by the Detroit City Charter. It was crucial that the CACs be notified of the outreaches to participate in the process and spread the word.

## PROPOSALS, CLASSES, OUTREACH, NOTICE

### City-Wide Proposal

- Mayor's Annual Recommended Budget
- Bond Proposals
- City-Wide Plan or Contract to install Bike Lanes
- City-Wide Park Improvement Plan
- Ballot Initiatives

### Outreach Process: Prior to City Council Approval

- One outreach meeting held in **each of the seven (7) City Council districts.**

- Administering Department must present an Administrative Summary of the proposed legislation, contract, agreement or resolution at the meeting(s) required and discuss ways in which the proposed initiative may affect the impacted neighborhood.
- If an Outreach Meeting is not feasible, a Technology Aided Outreach may be used to allow community input for a **minimum of four (4) weeks**.
  - Electronic communication through digital surveys or an on-line comment process that allows residents the opportunity to provide community comment.
- Community Outreach Report should be provided to City Council outlining the proposed legislation, contract, agreement or resolution.
- Outreach Meeting announcement must be provided **at least ten (10) days prior**.

#### Class A Neighborhood Proposal

- Surplus Property Sales
- Contracts regarding Streetscape Projects and Construction
- Contracts regarding Installation of Camera Surveillance Technology
- Amendments to the City of Detroit's Master Plan

#### *Outreach Process: Prior to City Council Approval*

- Two (2) Outreach Meetings held in the impacted neighborhood.
- Administering Department should present an Administrative Summary of the proposed legislation, contract, agreement or resolution at the meeting(s) required and discuss ways in which the proposed initiative may affect the impacted neighborhood.
- If an Outreach Meeting cannot be held, a Technology Aided Outreach may be used to allow community input for a **minimum of two (2) weeks**.
- Community Outreach Report should be provided to City Council outlining the proposed legislation, contract, agreement or resolution.

#### Class B Neighborhood Proposal

- Neighborhood Planning Studies or Contracts

#### *Outreach Process: Prior to City Council Approval*

- Two (2) Outreach Meetings held in the impacted neighborhood.
- Administering Department should present an Administrative Summary of the proposed legislation, contract, agreement or resolution at the meeting(s) required and discuss ways in which the proposed initiative may affect the impacted neighborhood.
- If an Outreach Meeting cannot be held, a Technology Aided Outreach may be used to allow community input for a **minimum of two (2) weeks**.
- Community Outreach Report should be provided to City Council outlining the proposed legislation, contract, agreement or resolution.
- Community Outreach Plan for post City Council approval outreach

#### Class C Neighborhood Proposal

- Installation of Bike Lanes

#### *Outreach Process: Prior to Administrative Action*

- Two (2) Outreach Meetings held in the impacted neighborhood.

- Administering Department should present an Administrative Summary of the proposed legislation, contract, agreement or resolution at the meeting(s) required and discuss ways in which the proposed initiative may affect the impacted neighborhood.
- If an Outreach Meeting cannot be held, a Technology Aided Outreach may be used to allow community input for a **minimum of two (2) weeks**.

#### Class D Neighborhood Proposal

- Installation of Speed Humps
- Installation of Camera Surveillance Technology

#### *Outreach Process: Prior to Administrative Action*

- **Outreach Alert**
  - Overview of the action
  - How to request disability or translation services
  - Contact information for assistance

#### NOTICE REQUIREMENTS

##### Notice

- Overview of the action
- How to request disability or translation services
- Contact information for assistance

##### Distribution

- Social Media, Website, Channel 10
- Email/Text (Department of Neighborhoods/ City Council & CAC representing impacted area)
- Hard Copy distribution for 300 radial ft.