Minutes for Durham City Participatory Budgeting Steering Committee

Call to Order

*Durham City Participatory Budgeting Steering Committee March Meeting* was held on *Monday, March 11th, 2019* at City Hall. It began at 6:19 pm and was presided over by Tiffany Elder.

Attendees

Members in attendance included: Susan Goodman, Marion Johnson, Raymond Palma, José Romero, Henry McKoy, Chantelle Fisher-borne, Tiffany Elder

Others in attendance included: Robin Baker, Andrew Holland

Approval of Minutes

*Motion:* Tiffany Elder moved to approve the minutes from the previous meeting on Wednesday, February 11th (2/11/19)

*Seconded* by Marion Johnson

*Vote:* Motion passed (consensus)

Officers’ Reports

Chair Report - Tiffany Elder did not have anything to report.

Other Reports

None
Agenda Items

Welcome and Introductions
- Tiffany Elder called the meeting to order and welcomed everyone in attendance

Review and Approval of Meeting Minutes (see above)

Chair Report (see above)

Subcommittee Reports

Outreach - Susan Goodman (subcommittee chair)
- Susan: heard some opposition to certain proposal ideas, feedback loop?
- Marion: outreach (questions, concerns, etc.) through neighborhood email list serves
- Tiffany: we should identify people to reach out through email list serves
- Susan: example issue is the disappearance of recreational sports fields/facilities due to racist complaints
- José: need to make sure we have a point of contact
- Marion: is this something outreach team would like to spearhead?
- Marion: table discussion to outreach subcommittee break-out discussion

Evaluations - Robin Baker
- Duke MPP student doing a senior thesis on PB in Durham, will reach out with surveys to steering committee in coming weeks/months
- Group at NC Central will be third party evaluator after voting process ends

Communications - Marion Johnson
- No new updates

Proposal Development Update - Robin Baker
Robin gave a powerpoint presentation on the current status of PB Durham
- 25% attrition compared to 40% in other cities
  - Still around 75 active budget delegates
- Internal Staff Committee
  - Over 10 city departments represented
    - Cost estimate guidelines
    - Assess project feasibility
    - Provide technical expertise and recommendations for implementation
Currently reaching out to community partners/project sponsors who proposed projects to provide money in grant-style form if said projects ultimately passes the May vote
- Some projects have fallen through because of “fast” pace of PB process
  - Tiny homes proposal fell through because DHA was not ready
    - Proposal will be re-submitted in future

Budget Delegates
- 75 residents and students from community
- Assessing the impact and contribution of projects to equity and other goals of PB

Week 9 (week of March 18th) - Finalize proposal submissions
- Update Mapseed
- Incorporate City feedback
- Finalize proposals
- Prepare for final submissions

Week 10 (week of March 25th) - Presentation to PBSC
- Thursday, March 28th @6pm
- Present final recommendations to PBSC
- Impact statement, project budget, and project description
- Each facilitator will have 15 minutes to propose best projects, respectively

Ballot Formation & Finalization-All

→ All projects to go on ballot will be identified and finalized by Friday, April 5th

- Ballot Formation - Proposal selection & ballot formation
  - Project evaluation matrix
  - Ballot will be announced on April 11th

- Ballot Design
  - Organization of ballot
  - Bi-ward projects

- PB process operates under assumption that all feasible projects make it to ballot

→ Volunteer Training Session on April 11th from 6-7:30pm in the City Council Chambers
→ Each PB Steering Committee member will be a leadership captain

José brought up the idea of the PBSC identifying projects to cut (if need be) by Monday, April 1st and then finalizing the ballots by the Friday, April 5th date
Group discussed and voted on some steps moving forward
- Thursday, March 28th - Hear recommendations for ballot projects from budget delegate facilitators
- March 28th - April 4th - PBSC will have survey/document/other platform to give feedback on recommended projects.
Give recommendations for which project proposals to cut from ballot should a ward have too many proposed projects

- Thursday, April 4th

Voting Framework-Breakout Discussion

Ballot Format?

- Marion: Categorical separation of projects?

- José: Alphabetical listing by project name to guard against any potential biases?

→ Tiffany: Alphabetize projects under categories as well as alphabetize categories themselves

- Motion - Tiffany
- Seconded - Marion
- Vote: consensus

Max number of projects on a ballot?

→ Tiffany: 20 projects

- Motion - Tiffany
- Seconded - Marion
- Vote: consensus

→ Tiffany proposed a PBSC meeting on Wednesday, April 3rd to go over all projects and any final information

Next Steps

- Next meeting: Thursday, March 28th, @ 6-8:30pm
- Next next meeting: Wednesday, April 3rd @6pm
- Volunteer Training Session: Thursday, April 11th @ 6-7:30pm (City Council Chambers)

Announcements

Great work, let’s keep the momentum going all the way into May!

Adjournment

Motion: Tiffany Elder
Seconded: by Marion Johnson

Discussion: none

Vote: Motion passed (consensus)

Meeting was adjourned at 8:00 pm