GR Participatory Budget Team
Meeting Agenda
MS Teams
3:00 to 5:00pm
September 09, 2021

1) Call to Order at 3:05
    a. Roll call
    Present: Michael Scholsten, Mallory Patterson, LaKiya Thompson, Adnoris (Bo) Torres, Lisa Knight, Rev. Kenneth Hoskins
    Absent: Doug Booth, Kristian Grant

2) Approval of Previous Meeting Minutes
    a. Yes

3) City Team Updates -15 Minutes
    a. 2nd ward replacement? Mayor is working on a person
    b. PB Branding in progress, will give update at next meeting
    c. David Green will set up a temp to support outreach and communications

4) Guest Presentations
    a. N/A

5) Old Business Category (Decisions and Work Done) – 15 min
    a. PBP Question & Answer
        i. Total Number of Projects Selected – estimate 100-300 ideas, down-selected to 12 or so projects
        ii. Total Number of Project Delegates – 3-4 per project
        iii. Existing efforts to ensure equity in voting was via engagement.
    b. City Clerk Meeting –
        i. LaKiya/Michael to provide brief update:
            1. Talked over options, precincts for voting, ballots, mail post-cards
            2. Voting open for 6 days
            3. 4 to 6 Site locations: Churches, schools, non-profits, Neighborhood Associations
            4. Possible stipend- amount ?$
            5. How to ensure inclusivity-historically marginalized populations
            6. How to ensure voters are: In Ward and are only voting once
                a. Provide signed affidavit
        ii. Distribute Meeting minutes
    c. Committee Structure (still need input from Mallory and Kristian)
        i. Outreach & Engagement & Event Planning -Pastor Hoskins, Bo, Lisa
            1. Structure how this is done
        ii. Communications -Lisa, Doug B.
            1. Community Orgs
            2. 3rd Party
            3. Key Objectives -Media, City Staff, Webpages, Social Media, Newsletters
        iii. Measurement & Accountability – Mallory

    iv.   Executive Committee – LaKiya & Michael

6) New Business - 1 hour
  a. Quorum Requirements
      i. Vote to approve- 4 members = quorum
          1. DECISSION: 4 to hold meeting 5- to approve a vote
          2. YES: Lisa, Pastor, Bo, Mallory, Michael, LaKiya
  b. Approval of Steering Committee Transparency
      i. Vote to approve- meeting minutes posted after meeting, once rulebook has been approved we will livestream when making decisions/project
          1. VOTE YES: Michael, Lisa, Pastor, Bo, Mallory, LaKiya

  c. Schedule Approval-
      i. Vote to approve:
          YES: Mallory, LaKiya, Michael, ????
  d. Establish Committee Meeting Organizer -City Staff?
      i. Nominate/Vote for committee chairs
          1. Recommend: Flat leadership w/meetings prior to breakouts
      ii. Send Out Meetings, Minutes,
  e. Ward Specific Stakeholders List - **Discuss**
      i. Share/brainstorm lists
          1. Compile master list with email-Mallory to create google doc
          2. Data: Calvin(Michael), KConnect(Bo), Johnson Center(Mallory), Commissioners(All)
  f. Evaluation Matrix for Initial Project Filter - **Discuss**
          1. Same Evaluation Matrix for all-YES
          2. Visible/Number of People Impacted
              a. i.e.0-100 = 1 Point?
          3. Lasting / Long term benefit of the project
              a.
          4. Equity
              a.
          5. Community Capacity
          6. Diverse Groups

7) Committee Report (10 min/ea)
  a. Executive Committee
  b. Outreach, Engagement & Event Planning
  c. Communications

8) Action Items
  a. Executive Committee
      i. Complete plan draft
      ii. Engagement Budget Draft

b. Outreach, Engagement & Event Planning
   i. (From Lisa) Nervous about getting the word out to educate people what is coming. Outdoor events? Partner with existing outdoor events? 49507 project, GRAAAMF, Library events and DGRI events, Confluence and Art Prize
c. Communications
   i. (From Lisa) Update website/media releases to provide information out to the community about PBC and how people were chosen, its purpose and what we are looking to do, and publicize access to this information through existing city channels and additional ones? GR Times, radio spots, door hangers, etc
d. Measurement & Accountability Committee
   i. Measure how well we are engaging people
e. Committees send action items prior to meeting

f. All
   i. Compile Stakeholders list-Mallory's google doc
9) Adjourn