GR Participatory Budget Team
Meeting Agenda
MS Teams
3:00 to 5:00pm
September 02, 2021

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

2) Approval of Previous Meeting Minutes

3) City Team Updates -10 Minutes
   a. Update on Dotty Replacement-
      i. Person contacted declined, committee will look consider and reach out to potential candidates to fill the seat.
   b. Wireframe Website
      David Green-City: Presented the design. Live, not easily found by public.
      It contained various sections including forms and links to meetings and public meetings.
      Web can be reached at:
        https://www.grandrapidsmi.gov/Participatory-Budget
   c. Group Mailbox -Ready
   d. Social Media Accounts -Ready
   e. Funding-

4) Guest Presentations- 1-Hour (deferred to 4:00pm)
   a. PBP Question & Answer
      i. Total Number of Projects Selected
         1. Ideas 200 to 900 dependent on outreach
            a. Assemblies (8 to 10); FORM; In-Person, etc.
         2. Get down to 10-20 Projects delegates can develop
            a. 12 or less per Ward is the goal
      ii. Total Number of Project Delegates
         1. Minimum 3 per Project (for 12 Projects)
         2. Trained as a group
         3. Working only on 1 project
      iii. Voting
         1. Early Engagement is Key
         2. Usually, Most Votes Win
         3. Voting Sites Number varies on Engagement

5) Old Business Category (Decisions and Work Done)

6) New Business
   a. Quorum Requirements
      i. Vote via Email Option
   b. Approval of Steering Committee Transparency
      i. Minutes posted post meeting

c. Committee Structure
  i. Outreach & Engagement & Event Planning -Pastor Hoskins
     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. Measurements & Accountabilities
  iv. Executive Committee – LaKiya & Michael
  v.
d. Volunteers
  i. David G- Provided online
  ii. Need a new 2nd Ward Representative
e. Rulebook Completion Process
  i. LaKiya & Michael will finish draft and bring back for comments
f. Evaluation Matrix for Initial Project Filter
  i. Is this Project Eligible and Feasible
  ii. Does it Meet the Criteria (Categories)
     1. Visible/Number of People Impacted
     2. Lasting / Long term benefit of the project
     3. Equity
     4. Community Capacity
     5. Diverse Groups
     6. Will It Be Completed By the Proposal

7) Committees Report
   a. Next Meeting

8) Action Items
   a. Ward Specific Stakeholders List-ALL
      i. Bring to Meeting by Next Meeting
   b. Schedule Approval-
      i. Approve at Next Meeting
   c. State What Committees they want to be on-Bo, Mallory, Kristian
      i. Via Email by Next Meeting
   d. Establish Committee Meeting Organizer
      i. Vote on Chair at Next Meeting
   e. Criteria Brainstorming to Continue-All
      i. Discuss at Next Meeting
   f. Decide Date for City Clerk to Join us-LaKiya & Michael
      i. Doug will inquire as to his availability

9) Adjourn