

**PARTICIPATORY BUDGETING STEERING COMMITTEE
REGULAR MEETING
Tuesday, March 18, 2014
MINUTES**

1. CALL TO ORDER

2. ROLL CALL

Present:

| | | |
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| Eva | Coley | African American Alliance |
| Patricia | Baisden | African American Alliance |
| John | De La Torre | Belvedere Homeowners Association |
| Joey | Lake | Better Vallejo |
| Mark | Mora | Fighting Back Partnership |
| JR | Matulac | Filipino Community of Solano County |
| Cris | Villnueva | Filipino-American Chamber of Commerce |
| Ramon | Paredes | Filipino-American Retired U.S. Armed Forces Association |
| Karol | Heppe | Greater Vallejo Recreation District (GVRD) |
| A. Marie | Young | Solano Community College |
| Peggy | Cohen-Thompson | Solano County Black Chamber of Commerce |
| David | Gonzalez | Solano Hispanic Chamber of Commerce |
| Tom | Atwood | Vallejo Chamber of Commerce |
| Mike | Browne | Vallejo Convention and Visitors Bureau |
| Lori | Allio | Vallejo Heights Neighborhood Association |
| Michelle | Whitney | Vallejo Heights Neighborhood Association |
| Lynda | Daniels | Vallejo NAACP |
| Pelton | Stewart | Vallejo Sister City Association |
| Shelee | Loughmiller | At Large |
| Gary | Bennett | At Large |
| Ravi | Shankar | At Large |

3. WELCOME AND INTRODUCTIONS

The Steering Committee welcomes African American Alliance, its newest member organization. The Steering Committee welcomes Josh Lerner, Executive Director of the Participatory Budgeting Project.

4. APPROVAL OF THE MINUTES

The minutes from the 2/18 meeting were presented for approval.

Action: A motion is approved to accept the minutes from the 2/18 meeting with one addition: David Gonzalez attended on 2/18 but wasn't included in the Roll Call.

Lori Allio noted that Michelle Whitney was in attendance, but wasn't included in the Roll Call. Alea Gage explained that Michelle hadn't been officially appointed at that meeting,

but her attendance will be noted for future meetings.

5. PUBLIC COMMENT

Speakers: None

6. ASSEMBLY UPDATE

581 people attended assemblies.

Approximately 615 ideas were submitted.

Approximately 25% of assembly attendees signed up to be budget delegates.

All but two members of the SC fulfilled the requirement to attend 1/3 of assemblies.

7. INTRODUCTION TO CYCLE TWO BUDGET DELEGATE PHASE

Ginny Browne and Aseem Mulji of the Participatory Budgeting Project described the four sub-phases of budget delegate phase:

1. Preparing for project development
2. Project development
3. City review/vetting
4. Finalizing projects for expos and vote

Will Morat discussed the expanded timeline of the budget delegate phase, the two meetings with City staff (briefings in April for all delegates, specific committee meetings in June) and new resources, such as the Project Evaluation Matrix.

8. KEY DECISION FOR THE BUDGET DELEGATE PHASE

Two breakout groups addressed separate questions.

The first group considered:

- Which demographic committees should be available for marginalized groups that are less likely to participate in standard issue-based committees?
- In what other ways can we encourage or support more delegates to stay involved throughout the delegate process, especially those who are typically marginalized or underrepresented?

The second group considered:

- Should there be a limit on the total number of projects on the ballot?
Should there be a limit per delegate committee to submit for vetting?

When the groups reconvened, two motions were passed.

Action: A motion is approved to: 1) accept the 8 issue committees suggested at the

3/15 Special Meeting, 2) provide youth and Spanish-speaking demographic committees and 3) additional committees for Filipino/API, people with disabilities, African American and Native American with the condition that each committee would need at least 5 delegates to select the committee.

While not passed by motion, efforts to offer delegate support and retention were discussed, including using visual aides to convey information when possible (not solely relying on data or written information), SC members providing mentorship to delegates and addressing transportation and childcare needs, where possible based on budget and feasibility.

Action: A motion is approved stating that:

- 1) No more than 60 projects could be submitted to the City for final review on July 18.
 - a. The allocation per committee would be an equal number of projects per committee (plus one), leaving a remainder of open slots (“wildcards”) unallocated to any specific committee. E.g., at 10 total committees, $10+1 = 11$, so $60/11=5$ projects for each committee with 10 “wildcards” left over
 - b. “Wild card” slots would be allocated prior to July 18 among the existing committees based on a vote by all delegates with an important caveat: delegates would not be able to vote for their own committee/project.
- 2) No more than 36 projects would appear on the ballot in October.
 - a. SC can allocate additional slots by revising the 36 number upward at the August SC Regular Meeting based on delegate committee requests.
 - b. A committee must present data from public feedback collected in late July/early August to support request for additional ballot slots.

9. BUDGET DELEGATE RECRUITMENT

Steering Committee members were asked to commit to either be facilitators or liaisons to budget delegate committees.

10. IMPLEMENTATION UPDATE

Steering Committee members were asked to help spread the word about College Bound Vallejo, a Cycle One project in active implementation. The scholarship application deadline is May 1, 2014. Steering Committee members were also asked to sign up to help with College Bound Vallejo workshops or serve on the review panel.

11. ANNOUNCEMENTS & NEXT STEPS

12. ADJOURNMENT