

Participatory Budgeting Committee
Agenda
January 30, 2023

- 1) Organization of committee. Clarify which Members are returning. Selection of committee chair and vice chair. Selection of meeting day (Wednesdays or Thursdays). Suggestions for new members.
- 2) Discussion of funding for 2023. What are the city's plans to fund PB? What is the timing?
- 3) Heather to give a report on discussions with other city departments on implementation of 2022 projects (cycle 1). What is moving forward? Are there any difficulties or new concerns?

Discussion about what the city will require for the projects that are grants. Who is the point person on grants for the city? What documentation will the city require non-profits to show outcomes and results?

Decide a plan of action with appropriate committee members/project leads to move 2022 projects forward.

- 4) Discuss submissions for 2023 be accepted. Starting February 1 or March 1? Discussion ways to improve collaboration with committee members on projects. Lessons learned from 2022. Do we want to accept proposals from non-profit organizations?
- 5) Discussion of updated documents (guidebook and proposal form) as needed. Agree on current draft and decide when they will be posted.
- 6) Outreach plan. Agree on dates and identify committee members to do outreach training sessions in February and March in different areas of the city. Purpose of the sessions are to explain the process, show what types of projects are done in other cities – build capacity of residents to develop proposals. These sessions are intended to build the capacity of individuals, not really intended for non-profits. Dates for outreach sessions to be planned with volunteers to fit their schedules. One PowerPoint will be developed for all to use.
- 7) Agree on date for next meeting