



Date: September 28, 2018

To: Thomas J. Bonfield, City Manager

Through: Wanda S. Page, Deputy City Manager

From: Bertha T Johnson, Budget Director
Andrew Holland, Budget Engagement Manager

Subject: Participatory Budgeting (PB) Rulebook

Executive Summary

Participatory Budgeting (PB) is a democratic process that allows residents to directly decide how to spend part of the public budget. In June 2018, City Council allocated \$2.4 million dollars and staffing to implement participatory budgeting in the City of Durham and appointed a Steering Committee comprised of 15 members from the community to guide the process. One of the responsibilities of the Steering Committee is to develop a PB rulebook. The Steering Committee has developed the rulebook that provides the guiding principles for the implementation of PB Durham. In addition, as requested, staff has developed a Communication and Outreach Plan based upon the goals and objectives of PB Durham outlined in the rulebook.

Recommendation

The Administration recommends City Council receive a presentation and provide feedback on the rulebook developed by the Steering Committee and the Communication and Outreach Plan developed by City staff.

Background

In July, 2018 City Council appointed 15 residents of Durham to the Participatory Budgeting Steering Committee; five members from each ward. Among the 15 members, there is one youth seat and one seat reserved for a person with disabilities.

The Mayor appointed Mayor Pro-Tem Johnson as the City Council liaison to the Steering Committee and Council member Cabellero as the alternate.

Primary Role and Responsibilities of the Steering Committee:

- Draft the PB rulebook
- Establish the goals and measures for success
- Create the timeline for implementation of projects
- Assist in the development of the outreach strategy

Over the last two months the Steering Committee has participated in PB training including a mock PB process, established and defined the key values of the process, and began to develop the PB Durham Rulebook.

Issues and Analysis

Idea collection is an essential part of a successful PB process. Approving the rulebook would allow for idea collection to start on-time; ensuring staff has eight weeks to collect ideas from the residents of Durham. Participation in the idea collection phase of PB promotes buy-in and continued engagement throughout the process; allowing residents to engage in the overall budget process. The staff wants to begin idea collection once the Steering Committee has finalized the rulebook on October 20th.

Alternatives

The City Council could chose not to approve the rulebook as developed by the Steering Committee.

SDBE

N/A

Financial Impact

N/A

Equal Business Opportunity Summary

N/A

Attachments