



# PARTICIPATORY BUDGETING

Budget & Management Services

CITY OF DURHAM

## Participatory Budgeting Steering Committee Meeting

### AGENDA

*Monday, February 10, 2025*

*Virtual Meeting Via Zoom*

#### I. Call to Order

Axel called the meeting to order at 6:06 pm

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Angela Jimerson    | <input checked="" type="checkbox"/> Axel Herrera          |
| <input type="checkbox"/> Christopher Rhodes            | <input checked="" type="checkbox"/> Denard Haney          |
| <input checked="" type="checkbox"/> Donna Kaye         | <input checked="" type="checkbox"/> Kenneth Webb          |
| <input checked="" type="checkbox"/> Kwame Mensah-Boone | <input checked="" type="checkbox"/> Lauren Lee P. Schewel |
| <input type="checkbox"/> Orlander Thomas               | <input checked="" type="checkbox"/> Raivynn Smith         |
| <input checked="" type="checkbox"/> Rosa Cuppari       | <input checked="" type="checkbox"/> Rosemary James        |
| <input checked="" type="checkbox"/> Samuel Thomas      |   |

**Also present:** Carmen Ortiz (PB Manager), Cameron Brown (Data Coordinator), Kara Matthews (Design & Engagement Coordinator), Luis Beam (Communications & Engagement Coordinator)

#### II. Approval of January Minutes

Rosa made a motion to approve the meeting minutes, seconded by Kenneth. Motion passed.

#### III. Announcements/Chair Report

- Axel reviewed the Council meeting, which addressed PB
- We continue to search for a youth representative (13-18) to fill the vacancy
- Idea collection begins next week, and so there will be no PBSC meeting in March. Instead, there will be opportunities to participate

#### IV. PB Cycle IV Launch – Thursday, February 20, 2025

- PB will be releasing the idea collection interface on 2/11 at noon



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- Launch event on Thursday, 2/20
  - Will begin with a short icebreaker and move to a short presentation with an overview of PB, project eligibility/feasibility, and move to workshopping ideas in a more detailed fashion.
  - Objective: participant submission of *high-quality* ideas
  - Providing participants with lunch/dinner, a \$25 gift card, and the opportunity to participate in a raffle
- PBSC members are invited to participate in 2-3 events, across February and March
  - Focus will be on deeper engagement sessions, which include food and gift cards, instead of tabling. Residents are invited to a maximum of 1 event.
- Axel notes that one of the biggest challenges is simply coming up with ideas on the spot, and Donna suggested having pictures instead of text descriptions. PB staff has addressed some of this concern by having a list of projects that were fulfilled or marked as unfeasible/not eligible, and Carmen will add pictures to slides.
- Rosemary asked about social media strategies; PB will be posting material that can be reshared/posted
- Cameron reviewed the online platform and PBSC user tested
  - Suggestions: add a boundary for city limits; improve descriptions of steps; add jump links (e.g., for how to request traffic calming); describe how to input an idea without a specific address; bolding key information/dates; change “English” to “Language” on top toolbar.

## V. Action Items & Next Steps

- Engagement Calendar
  - Carmen reviewed the event spreadsheet with openings for volunteers. PBSC members will sign up for 2-3 events.
- Donna circled back to installing signage at PB project sites. Carmen will check back in with City staff on progress to install signs for Cycles I and III.

## VI. Adjourn

Kenneth made a motion to adjourn at 7:47 pm, seconded by Donna. Motion passed.