

INTRODUCED: June 28, 2021

AN ORDINANCE No. 2021-200

To amend City Code § 2-1038, concerning the duties of the Participatory Budgeting Steering Commission, for the purpose of delaying the due date of the Participatory Budgeting Steering Commission’s first presentation to the Council until the December 6, 2021, Organizational Development Standing Committee meeting.

\_\_\_\_\_  
Patron – Mr. Addison

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: SEP 13 2021 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That section 2-1038 of the Code of the City of Richmond (2020) be and is hereby **amended** and reordained as follows:

**Sec. 2-1038. Duties.**

The Commission shall serve as an advisory body to the Council, the Mayor, the Chief Administrative Officer, and the Department of Budget and Strategic Planning for the implementation of a participatory budgeting process for City capital projects proposed by the Commission and for the development of a participatory budgeting rulebook. For purposes of this division, the phrase “participatory budgeting rulebook” means a set of recommended guidelines

AYES:            9            NOES:            0            ABSTAIN: \_\_\_\_\_

ADOPTED:    SEP 27 2021    REJECTED: \_\_\_\_\_    STRICKEN: \_\_\_\_\_

developed by the Commission, to the extent permitted by law, concerning the process by which members of the public may participate in the annual budget process to provide the City with input on City capital projects proposed by the Commission. The Commission shall administer the participatory budgeting process provided for in this division. In addition, the Commission shall perform the following duties:

(a) Draft and finalize a participatory budgeting rulebook, which shall be approved as to form and legality by the City Attorney, providing for:

(1) The development of recommendations for a data collection and community assessment project that considers health, social, and environmental quality of life indicators. Such assessment and recommendations shall be produced in an annual written report to the Council, the Mayor, the Chief Administrative Officer, and the Department of Budget and Strategic Planning measuring the quality of life indicators noted in this subdivision and incorporating relevant aspects of the City's master plan in such assessment and recommendations. In preparing its assessment and recommendations, the Commission shall obtain the advice and comment of City agencies, as the Commission deems appropriate, and, with regard to zoning matters, the Department of Planning and Development Review, which department shall have a representative present to assist the Commission at public events conducted by the Commission for the residents of the city of Richmond.

(2) A process outlining how residents may participate in the annual budgeting process, the number and type of capital projects that the Commission may propose annually, how residents may offer any such resident's expertise on municipal budget matters, and any other relevant elements. Such process and any recommended funding for

capital projects shall be delineated by Council District and shall facilitate citywide implementation of the process with a focus on transparency, community building, and representation from various groups, including but not limited to:

- a. Disabled persons.
- b. Youth and families.
- c. Persons with a history of criminal charges or convictions.
- d. Elderly persons.
- e. Non-native English speakers.
- f. Racial minorities
- g. Women.

(3) Parameters for participatory budgeting, including the following:

- a. Only capital projects that are estimated to take up to one year to complete shall be considered.
- b. Any proposals for funding shall not include any funding used to generate revenue, benefits, or funds to cover overhead, administrative, or overhead costs for private individuals or entities.
- c. No proposed funding for projects shall require a change in City policy or applicable laws.
- d. No proposed funding shall be for grants to nonprofit organizations.
- e. No proposed capital projects shall promote religious or political beliefs;
- f. All proposed capital projects be for the development of City-

owned real estate.

g. Any proposals for funding shall not include funding for initiatives of or property operated by the School Board of the City of Richmond.

(b) Any voting process used by the Commission shall use ranked voting and, in the event of a tie, the tie shall be decided by the Commission.

(c) Funding opportunities shall be organized by district and shall organized by subject areas determined by the Commission.

(d) Develop measures and goals to evaluate the success of the participatory budgeting process.

(e) Establish a timeline for the implementation of the participatory budgeting process.

(f) Determine the annual budget allocation of funds for capital improvement projects for all Council districts.

(g) Develop outreach programs to solicit community participation in the participatory budgeting process, including the following:

(1) A public marketing and outreach campaign, strategy, and annual budget.

(2) Funding opportunities to offset the City's costs to implement the participatory budgeting process.

(3) Recruitment of volunteers to assist with the preparation and submission to the City of capital project ideas.

(h) Determine the qualifications for and train volunteers for the development of the participatory budgeting process.

(i) Recommend the ways in which the City may oversee the implementation of the participatory budget process.

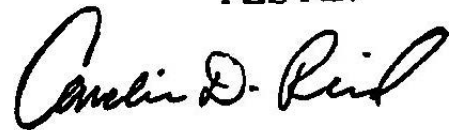
(j) Recommend the ways in which the City may more efficiently oversee the timely and successful execution of select capital projects as may be determined by the Commission and how the City may keep the public informed about the details and progress of such projects.

(k) Based on the participatory budgeting process and the participatory budgeting rulebook developed pursuant to this section, provide the Council, the Mayor, the Chief Administrative Officer, and the Department of Budget and Strategic Planning with recommendations for any modifications to the participatory budgeting process and participatory budgeting rulebook, by no later than June 30 of the fiscal year commencing July 1, 2021, and ending June 30, 2022, and by June 30 of each fiscal year thereafter.

(l) Submit a written report, containing the Commission's findings and recommendations for a participatory budgeting process and a participatory budgeting rulebook as required by this division, to the City Council, the Mayor, Chief Administrative Officer, and the Department of Budget and Strategic Planning by no later than the ~~[first regular]~~ December 6, 2021, meeting of the ~~[City Council scheduled after June 30, 2021]~~ Organizational Development Standing Committee.

§ 2. This ordinance shall be in force and effect upon adoption.

**A TRUE COPY:  
TESTE:**



**City Clerk**



# Richmond City Council

The Voice of the People

Richmond, Virginia

## Office of the Council Chief of Staff

### Ordinance/Resolution Request

**TO** Haskell Brown, Interim Richmond City Attorney  
Richmond Office of the City Attorney

**THROUGH** Joyce Davis  
Interim Council Chief of Staff

**FROM** Samson Anderson, Council Budget Analyst

**COPY** Andreas Addison, 1<sup>st</sup> District Representative  
Daniel Wagner, 1<sup>st</sup> District Liaison  
Tabrica Rentz, Interim Deputy Richmond City Attorney

**DATE** June 16, 2021

**PAGE/s** 1 of 2

**TITLE** **Amend Participatory Budgeting Steering Commission Deadline**

This is a request for the drafting of an **Ordinance**  **Resolution**

#### REQUESTING COUNCILMEMBER/PATRON

Andreas Addison, 1<sup>st</sup> District  
Representative

#### SUGGESTED STANDING COMMITTEE

Government Operations

#### ORDINANCE/RESOLUTION SUMMARY

The Patron is requesting an Ordinance in order to delay the due date of the Participatory Budgeting Steering Commission's first presentation to the City Council until the December 2021 Organizational Development Committee Meeting.

#### BACKGROUND

##### Summary:

On February 8, 2021, the Richmond City Council adopted Ordinance 2020-256, which called for the creation of the Steering Commission (Commission), and charged the Commission with developing the Participatory Budgeting processes and Rulebook for the City of Richmond.

Ord. 2020-256 requires the Commission to make an annual presentation to the City Council at the beginning of every fiscal year. This amendment would allow the Commission until the December 2021 Organizational Development Committee meeting in order to make their first presentation.

This amendment is needed because the Commission has not yet been appointed due to delays in recruitment following the FY22 budget process.

The initial presentation due to the City Council by the Commission is on the Rulebook for Richmond's Participatory Budgeting process. The Commission is the entity that has been

charged with developing the Rulebook and the overall processes involved with Participatory Budgeting within the City of Richmond.

Information regarding Ordinance 2020-256 can be found at the following web link:

<https://richmondva.legistar.com/LegislationDetail.aspx?ID=4734598&GUID=5C1B5D7E-0255-4EFE-877C-A958602CB8BB&Options=ID%7CText%7C&Search=Ord.+2020-256>

### FISCAL IMPACT STATEMENT

Fiscal Impact Yes  No   
Budget Amendment Required Yes  No   
Estimated Cost or Revenue Impact:

Attachment/s Yes  No

**Richmond City Ordinance 2020-256**

Richmond City Council Ordinance/Resolution Request Form/updated 10.5.2012 /srs