

Saint Paul City Council Research  
310 City Hall, Saint Paul, Minnesota

## **2004 Ad Hoc Committee On Citizen Participation**

Documentation of Meetings Leading to the Development of  
Recommendations to the Saint Paul City Council  
February, 2004 through June 29, 2004

Prepared by Policy Analysts Bob Kessler and Kenneth L. Smith

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With Assistance From Gretchen Nichols, The Center For Neighborhoods, Minneapolis, MN

June 30, 2004

**MEMORANDUM**

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February 18, 2004

To: Interested District Councils

Fr: Kenneth Smith Council Research  
Bob Kessler, Council Research



Re: **Request for Input on the District Council Funding Formula and Related Issues-and-City Council Policy Session Notice--April 21, 2004**

As you may know, the City Council asked for feedback from all the District Councils on issues that affect them and the people they serve. The main impetus behind the desire for feedback was the Council's concern over the funding formula that has been used to determine the budgets for each District Council. In addition there was concern over the 7% decrease in funding for 2004.

**The City Council has scheduled a policy session on April 21, 2004, at approximately 3:30 p.m. in the City Council Chambers to receive everyone's input on the funding formula and related issues and concerns.** Toward this end, Ken Smith attended a Community Organizer's Meeting at Black Bear Crossing on January 20<sup>th</sup> and distributed a set of general questions that could be discussed at the policy session as well.

We have recently received some suggested additions to the list of questions and those have been added to the enclosed list. We are also enclosing a revised spreadsheet showing 2000 population numbers for each district, as well as background information on the work performed by the Planning Commission on the District Council system in 2001 and 2002.

We look forward to meeting with you in March to discuss the policy session in more detail. In the meantime let us know if you have comments or questions about the policy session. We'll follow up to schedule a convenient time to meet next month.

You can reach Bob at 651-266-8588 and Ken at 651-266-8589.

c: Martha Fuller, PED Director  
Don Johnson, Mayor's Office  
Larry Soderholm, PED  
Bob Hammer, PED  
Joel Spoonheim, PED  
Greg Blees, Council Research Director  
Marcia Moermond, Policy research Lead  
Barb Rose, Wilder Foundation





## CITY OF SAINT PAUL

Randy C. Kelly, Mayor

25 West Fourth Street  
Saint Paul, MN 55102

Telephone: 651-266-6565  
Facsimile: 651-228-3314

February 22, 2002

Council President Bostrom and  
Members of the Saint Paul City Council

Dear Council members,

On behalf of the Saint Paul Planning Commission, I am forwarding to you our recommendations regarding Saint Paul's district councils. As you know, the Planning Commission held a public hearing on December 3, 2001 inviting testimony about how to improve our citizen participation system. Over 100 people attended the hearing and others provided written submissions. The testimony was summarized in the Planning Commission minutes which are attached. Additionally, the Commission met with Ron McKinley and Monica Herrera of the Wilder Foundation to discuss their approach to community development.

Based on the information gathered and further Planning Commission discussion, ***we recommend that the City Council consider further study into five specific areas.*** These areas emerged as key themes where we believe improvement is needed.

### **Citizen Participation Coordinator**

Many people stated that reinstating a Citizen Participation Coordinator would vastly improve citizen participation. The person could serve and/or oversee many roles/tasks, including:

- providing/coordinating training for district council staff/boards,
- overseeing financial issues,
- providing an information hub,
- insuring all organizational infrastructure is in place (personnel policies, bylaws, fiscal policies),
- evaluating programs funded in whole or in part with City funds, etc.

Some cities provide a whole citizen center. The position should be well defined and have performance evaluations by stakeholders.

### **Staff and Board Training**

*Boards need a variety of training and technical assistance needs*, including financial/fund-raising, diversity building, media relations, zoning/city enforcement policies, how to testify effectively before public bodies, grant writing/fund raising, leadership development, etc. Training of staff and boards is inconsistent across neighborhoods. There are numerous training opportunities; how can they be better utilized?

### **Financial Issues**

Internal and external financial systems could be improved. District council staff often need accounting *training* in order to better manage and raise funds. Some councils may be better served by hiring a person with bookkeeping experience.

Externally, *audits* are key for ensuring accountability in the use of public funds. The City should explore ways to fund or perform audits.

### **Citizen Participation -- Broad Representation**

Many councils struggle to have members that reflect the makeup of the community, but *diversifying board participation* is challenging. Specifically, councils need help reaching new immigrant communities. It would also be helpful to identify methods/success stories/policies for broader participation. The Planning Commission recommends a study of how the district council system can be more representative in their participation and more representative of citizen views. Criteria for officially recognizing district councils should be adopted.

Participation may be increased by creating a *common election day* or month for all council boards. This way the system could coordinate promotional resources and reduce confusion as people move between neighborhoods.

### **Success/Outcome Based Measures**

If councils are to be measured for effectiveness, then measures of success need to be defined. This would help councils understand what is expected of them and presumably, be more successful at serving constituents. In order to define measures, it may be important to revisit the defining questions of citizen participation, including:

- What is "citizen participation?" What is the vision for this process?
- What are the underlying values of citizen participation?
- What are the minimum expectations of District Councils?

There are alternative approaches for studying these issues. City agencies, including PED or Council Research, have significant research capabilities. Or, a consultant could be hired with funds raised from foundations that support district councils (i.e. McKnight, Saint Paul Foundation, St. Paul Companies, Wilder). If an outside consultant is hired, we strongly recommend that payment of part of their contract be contingent on policy recommendations being adopted by the City Council. Previous studies about district councils have been conducted in the past that resulted in no significant policy changes and improvements. We should not repeat this mistake.

An active and engaged citizenry is critical for a vital and constructive Saint Paul. The district council citizen participation system has helped make Saint Paul a great city. We hope that, with further study of these critical issues, the system can be improved and regain some of the vibrancy of its early years.

Thank you for your consideration of our recommendations. Please contact us if we may be of further assistance.

Sincerely,

Gladys Morton  
Chair, Planning Commission

attachment

cc: Mayor Randy Kelly



## CITY OF SAINT PAUL

**To:** Saint Paul Planning Commission, Neighborhood and Current Planning Committee  
**From:** Larry Soderholm, Bob Hammer, Jim Zdon, Joel Spoonheim  
**Date:** September 18, 2001  
**Re:** Saint Paul District Councils/Citizen Participation

### Purpose of Memo

The Saint Paul Planning Commission Neighborhood and Current Planning Committee requested that PED staff review the studies of District Councils and make recommendations about what the Planning Commission might consider as next steps for studying/improving district councils.

### Key findings

1. Numerous studies have occurred but few made recommendations, and of the recommendations, very few were implemented. The studies include:
  - a. 1996 League of Women Voters
  - b. CURA Reporter 1988
  - c. Citizen Participation Task Force, 1987 City of Saint Paul
  - d. Saint Paul Foundation Task Force on Neighborhood/Community Action 1990
  - e. Center for Neighborhoods Funding for Neighborhood Organizations 1998
  - f. Center for Neighborhoods Funding Collaboratives for Neighborhood Organizations 2000
  - g. Numerous other studies about community development corporations (CDCs) and the ENS system
2. Issues of concern raised consistently across studies include:
  - a. Roles and purpose of citizen participation organizations
  - b. Staff continuity (high turnover)
  - c. Representativeness within organizations of constituencies (lack of renters, minorities, etc.)
  - d. Financial management
  - e. Development of leadership skills within organization and community
  - f. Lack of common election day for boards
  - g. Lack of success measures to demonstrate accomplishments

### Options

The Planning Commission may wish to consider further study into this matter. However, any study should be focused on building a base of political will to ultimately make recommended policy changes. *Another planning/review study without an implementation focus is useless.*

Three agencies are identified as potentially leading the study – PED, City Council Research, and an outside consultant.

**Background**

The Saint Paul District Council system was established by the City Council in 1975. The mission statement of the Citizen Participation Process states:

*The mission of the citizen participation process is to facilitate effective, informed and representative participation of citizens in government and self-help initiatives and to provide a channel for communication among citizens, elected officials, City department staff, and other relevant agency representatives.*

An additional policy statement states:

*Citizen Participation is a process, not a structure. The City has a responsibility to develop a process that will ensure that everyone has the opportunity to communicate with city government, and further, that everyone is assured that they will be heard. This process cannot guarantee that there will always be agreement nor is it a substitution of one level of government for another or any other transfer of power.*

**Recent Events**

While district councils often play a constructive role, most news coverage in regional papers is negative. Over that past three years newsworthy issues include:

- firing of president due to charges of embezzlement (Summit University) 2001
- failure to pay payroll taxes (Merriam Park) 2001
- hiring of staff with criminal record (Payne-Phalen) 2001
- running a deficit and financial mismanagement (West Side) 2000
- financial mismanagement and political turmoil (Summit-University) 1999

These events have brought to light that the district council system has functioned for 26 years and never undergone a thorough review that created policy changes.

## **APPENDIX - Summary of Past Studies**

There are a handful of studies conducted to date about the District Council (DC) system. The findings of these studies are summarized in this appendix.

There are additional related studies focused on “community economic development” organizations, generally identified as community development corporations (CDCs). The relationship of these findings to district councils depends on the scope of work of a DC; some district councils conduct significant economic development programs similar to a CDC. General findings in the CDC studies about community involvement and participation are appropriate for both types of organization. These findings are not included here.

### **1996 League of Women Voters**

The Saint Paul League of Women Voters conducted a review of the district council system over 1994-1996. Methodology included review of existing studies, a series of interviews, survey of district councils, and observation.

The report identified “areas of concern” and a later policy statement made three recommendations.

#### *Areas of Concern*

Inconsistency in scope and participation – The diversity of district councils was significant, though that meant some were “less successful...”

Turnover in staff – Community Organizers (Cos) had high turnover. Factors contributing to this include: difficult conditions, low pay, long hours, lack of support (especially since the City’s coordinator position was discontinued).

Lack of Representation – Boards of DCS do not always represent the stakeholders, and instead have a narrow, parochial interest. In fact, in some DCs it can be perceived that new people are discouraged from participating.

*Position on District Councils 1996.* (Wording taken from 81st Annual Meeting booklet, May, 2001)

- The LWVSP supports city funding for District Councils, with adjustments for inflation.
- The LWVSP supports a common election month for the District Councils. We recommend that each District Council report annually to its residents and businesses on its goals and activities.
- The LWVSP supports Community Organizers/Executive Directors being District Council employees.

**CURA Reporter (University of Minnesota Center for Urban and Regional Affairs) June**



## 1988

"Neighborhoods and City Hall in St. Paul and Minneapolis" by Jack Whitehurst and Fred Smith

"[CURA staff conducted] a series of interviews with forty neighborhood organization leaders and staff. The interviews were to detail neighborhood perspectives on those city departments and programs that interact most frequently with neighborhood groups, how neighborhood representatives evaluate these interactions, and what they see as the primary strengths and weaknesses of each city's approach to neighborhood initiatives. No attempt was made to gather reactions of city employees." (Pg. 2)

This study is over 13 years old. Many of the findings are no longer relevant because of program changes. The following identifies findings germane still today.

### Key findings:

#### *Public Funding of Community Organizations:*

- Funding has remained constant while expectations have risen.
- Public funding is not sufficient to do all programs.

#### *Availability of Useful Information*

- The "early notification system" is effective and important.

#### *Municipal vs. Neighborhood Control*

- "The answer to the questions "Who's controlling the neighborhood's agenda?" may have more to do with the neighborhood and the state of its organization than with the city government to which it relates." Through the ENS system district councils receive a lot of information. In fact, "district councils often find themselves reacting to "lots of little things" from city hall, which make it difficult for some councils to create their own strong agenda." (Pg. 7)

### Conclusions

- "From the neighborhood perspective, however, the strength of citizen participation depends upon the strength of community leadership and the commitment and skills of individual neighborhood organizations rather than on formal systems for citizen participation or on official neglect of neighborhood organizations."

### Citizen Participation Task Force, 1987 (established by City of Saint Paul City Council and Mayor)

The mission of the task force was to examine the City of Saint Paul's Citizen Participation process and its funding and to recommend ways to maintain an effective Citizen Participation process into the 1990's. Twelve Recommendations were identified. (SEE ATTACHED)

### The Task Force on Neighborhood/Community Action, 1990???, The Saint Paul Foundation

This is the most significant study of those surveyed. Recommendations are provided for the

public sector, private sector resources, private sector institutions, and community and neighborhood-based organizations. (SEE ATTACHED EXECUTIVE SUMMARY)

#### **Center for Neighborhoods, 1998**

##### **"Funding for Neighborhood Organizations: A study of trends over 1993-1996" by Joel Spoonheim**

This study analyzed issues related to the funding of neighborhood organizations in Saint Paul and Minneapolis. Data were collected from IRS 990 forms and interviews with neighborhood activists, public agency staff, and foundation staff.

The roles and responsibilities of neighborhood organizations is explored, creating a framework for understanding citizen participation. Funding mechanisms are also defined, to clarify the difference between general operating uses, program support, and pass-through funds.

##### **Key findings are:**

- Public funds in Saint Paul are relatively constant but insufficient for meeting basic requirements;
- Fewer private foundations are funding civic organizations, instead focusing on certain areas of interest. [While in 1998 overall funds had remained constant due to increases from four core foundations, PED staff have heard anecdotally that the four core have since decreased their funds as well.]
- Groups are not perceived as representing their constituents
- It is hard to measure success

##### **Key recommendations included:**

- Neighborhood organizations need to better articulate their role in the community.
- A project to define success measures should be a high priority in order to create greater accountability.
- Stakeholders should identify ways to create sustainable funding for effective operating.

#### **Center for Neighborhoods, 2000**

##### **"Funding Collaboratives for Neighborhood Organizations: An analysis of Local and National Experiences" by Nicole Derse**

In a continuation of the Center for Neighborhoods efforts to find creative ways to improve citizen participation organizations, this study explored the effectiveness and applicability of neighborhood funding collaboratives around the United States. The importance of this study pertains primarily to if and how district councils could work together on planning and development initiatives that cross neighborhood borders, such as corridors (University Avenue, Phalen Corridor, etc.).

**MEMORANDUM**

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March 17, 2004

To: Interested District Councils

Fr: Kenneth L. Smith Council Research  
Bob Kessler, Council Research

Re: **March 9<sup>th</sup> Meeting Summary and Background Data**

Enclosed is a summary of the notes from the meeting on March 9, 2004, at Hillcrest Recreation Center and several pieces of background information for your reference. Specifically we have enclosed:

- March 9, 2004, Meeting Notes
- Spreadsheet on Per Capita Funding
- Map with Population numbers for the 83 Planning Subdistricts
- Menu of Planning District Data That is Available From PED

We are leaving it up to you to use the information to develop alternatives that address your concerns within the funding limitations that we face for 2005. If you would like more information on the budget outlook for 2005 we would be happy to provide you with whatever you need.

We look forward to discussing these matters further at our next meeting on March 30, 2004, at 12:30 p.m., at Hillcrest Recreation Center, 1978 Ford Parkway.

In the meantime let us know if you have any questions regarding the enclosed information or the City Council Policy Session scheduled for 3:30 p.m., on April 21, 2004.

You can reach Bob at 651-266-8588 and Ken at 651-266-8589.

c: City Councilmembers  
Dennis Flaherty, Deputy Mayor  
Martha Fuller, PED Director  
Matt Smith, Financial Services Director  
Don Johnson, Mayor's Office  
Larry Soderholm, PED  
Bob Hammer, PED  
Joel Spoonheim, PED  
Mark Vanderschaaf, PED  
Marcia Moermond, Policy Research Lead  
Barb Rose, Wilder Foundation  
Sally Brown, Wilder Foundation

**Citizen Participation Funding Discussion  
12:30 p.m., March 9, 2004, Hillcrest Recreation Center  
Meeting Notes**

**Attendance:**

Gayle Summers, District 15, Anneliese Detwiler, Snelling-Hamline, Merritt Clapp-Smith, District 16, Ken Smith, Council Research, Theresa Heiland, Merriam Park, Sue McCall, District 10 Como, Barb Rose, Wilder Center for Communities, Sally Brown, Wilder Center for Communities, Tate Danielson, Thomas-Dale/District 7 Planning Council, Ray Sammand, Payne Phalen District 5 Council, Chuck Repke, District 2, John Thoenke, District 6, Jeff Roy, District 16, Kristen Kidder, District 7, Joe Spencer, District 3, Bob Hammer, PED, Leslie McMurray, District 5, Nachee Lee, Dayton's Bluff, Joel Spoonheim, PED, Jim Mc Donough, District 8, Claire O'Connor, District 11, Jessica Treat, Lexington Hamline, Bob Kessler, Council Research.

The meeting covered a wide range of topics ranging from the factors that go into the funding formula for districts to the overall purpose of citizen participation. It was pointed out that most of the districts have not taken a position on the issue of funding and the funding formula. Therefore there needs to be another meeting to determine who will speak and what will be said at the City Council Policy Session on April 21<sup>st</sup>. Bob Kessler offered to provide some basic background information for the groups to consider in their deliberations.

It was decided that the next meeting of the group will be Tuesday, March 30<sup>th</sup>, at 12:30 p.m. at Hillcrest Recreation Center.

**The following is a summary of the major *points of the discussion*:**

- What are the core services that the districts should be providing? These are not clearly spelled out because of the concern that the City would try and control the activities of the councils. What are the base services that must be provided? This should be answered by each individual district council
- The difference in the population for districts has to be addressed.
- Whom do the district councils represent? Criticism that they are not representative comes from vague, unidentified sources.
- Most districts are too large in size and population. Six to eight thousand people would be ideal.
- Funding isn't the main concern, there is really enough money, it's how its allocated that is the main concern by some groups.
- Funding is inequitable and the inequities must be addressed.
- Need to add credibility to the funding formula

(continued on reverse side)

# Citizen Participation Based on 2004 Per Capita Funding of \$2.33

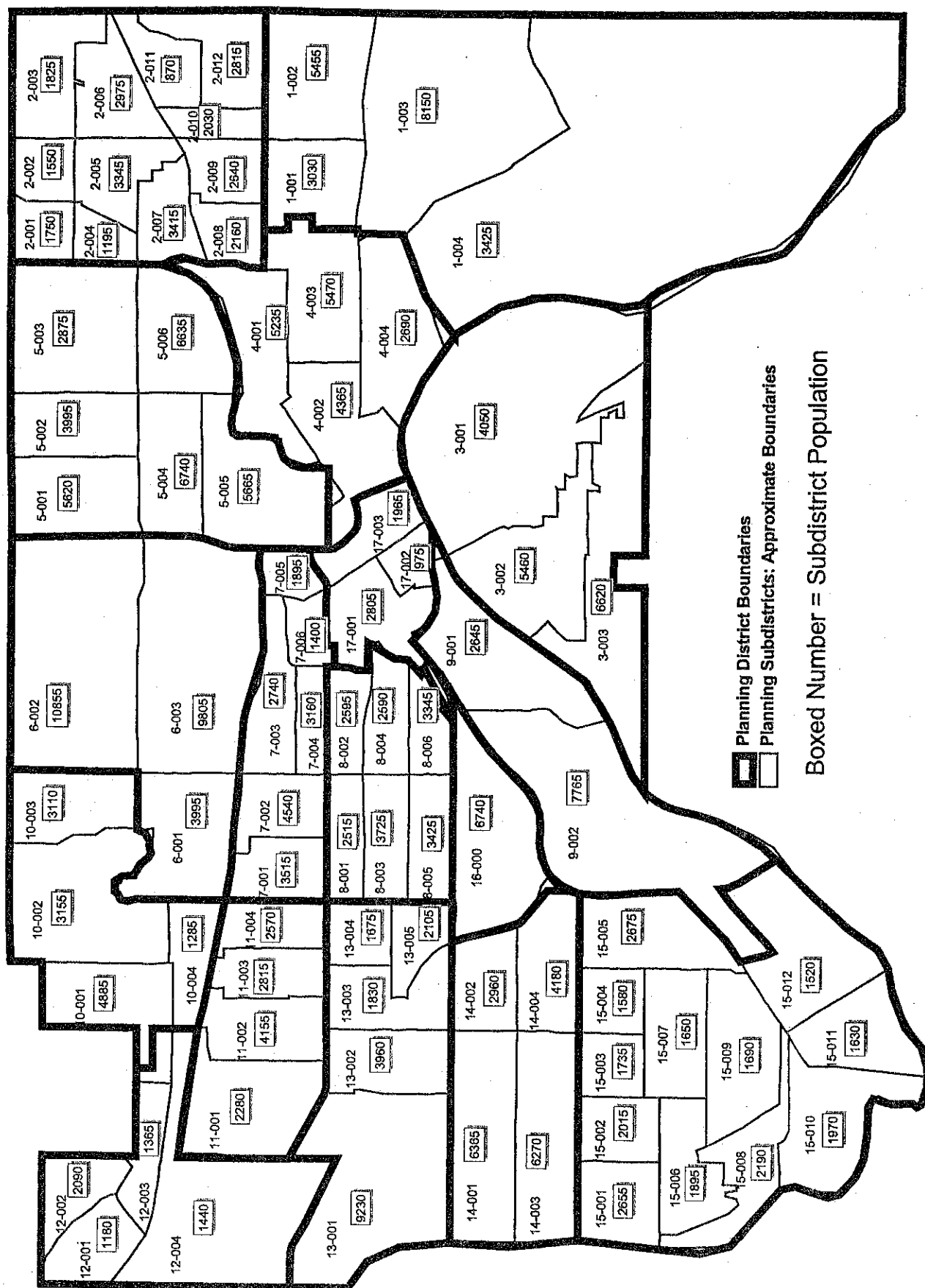
Organization	2004 Funding	District Population	2004 Per Capita	\$2.33 Per Capita	Net Gain or (Loss)	Adjusted Total
DIST #1	\$38,592	20,065	\$1.92	\$46,751	\$8,159	\$46,751
DIST #2	\$42,308	26,565	\$1.59	\$61,896	\$19,588	\$61,896
DIST #3	\$38,803	16,135	\$2.40	\$37,595	(\$1,208)	\$37,595
DIST #4	\$38,695	17,760	\$2.18	\$41,381	\$2,686	\$41,381
DIST #5	\$44,882	31,530	\$1.42	\$73,465	\$28,583	\$73,465
DIST #6	\$43,132	24,655	\$1.75	\$57,446	\$14,314	\$57,446
DIST #7	\$44,418	17,250	\$2.57	\$40,193	(\$4,226)	\$40,193
DIST #8	\$44,592	18,190	\$2.45	\$42,383	(\$2,209)	\$42,383
DIST #9	\$37,212	10,410	\$3.57	\$24,255	(\$12,957)	\$24,255
DIST #10	\$35,823	12,435	\$2.88	\$28,974	(\$6,849)	\$28,974
DIST #11	\$36,513	11,820	\$3.09	\$27,541	(\$8,972)	\$27,541
DIST #12	\$36,413	6,075	\$5.99	\$14,155	(\$22,258)	\$14,155
D#13 LH	\$12,491	3,780	\$3.30	\$8,807	(\$3,684)	\$8,807
D#13SH	\$12,115	1,830	\$6.62	\$4,264	(\$7,851)	\$4,264
D#13MP	\$14,477	13,190	\$1.10	\$30,733	\$16,256	\$30,733
DST #14	\$38,668	19,770	\$1.96	\$46,064	\$7,396	\$46,064
DST #15	\$40,111	23,200	\$1.73	\$54,056	\$13,945	\$54,056
DST #16	\$33,537	6,740	\$4.98	\$15,704	(\$17,833)	\$15,704
DST #17	\$36,065	5,745	\$6.28	\$13,386	(\$22,679)	\$13,386

**Totals**      **\$668,847**      **287,145**      **N/A**      **\$669,048**      **\$201**      **\$669,048**

Average For

19 Districts      15,113      \$2.33  
 If 17 Districts      16,891      \$2.33  
 If 16 Districts      17,947      \$2.33  
 If 15 Districts      19,143      \$2.33  
 If 14 Districts      20,510      \$2.33

# Saint Paul Planning Subdistrict Population: 2000



## Menu of Potential Planning District Census Data Maps

Rating	Item
	1 Median Age
	2 Race and Ethnicity (number and/or percent by major group)
	3 Type of Household (nonfamily, family by type)
	4 Home Ownership Rate
	5 Educational Attainment - High School Graduates
	6 Educational Attainment - College Graduates
	7 English Proficiency
	8 Unemployment Rate
	9 High-Skilled Occupations (or conversely, Low-Skilled Occupations)
	10 Median Household Income
	11 Median Family Income
	12 Per Capita Income
	13 Poverty Rate: Families
	14 Poverty Rate: Individuals
	15 Percent of Housing 60 Years or Older
	16 Median Value of Owner-Occupied Housing
	17 Percent of Owner Occupied Housing Unaffordable
	18 Median Gross Rent of Renter-Occupied Housing
	19 Percent of Rental Housing Unaffordable
	20 Percent of Housing Overcrowded

Saint Paul Citizen Participation District Statistics									
Prepared by Mark Vander Schaaf, Saint Paul Department of Planning and Economic Development									
October 2, 2002									
District Number	1	2	3	4	5	6	7	8	9
Land Area (Sq. Miles)	9.52	3.94	4.62	2.90	4.23	4.26	1.73	1.79	2.77
Parcels	5,481	7,493	4,633	4,711	8,219	6,767	3,669	4,516	3,741
Total Population	20,063	26,566	16,133	17,758	31,531	24,654	17,248	18,192	10,412
Total Adults	14,627	18,342	10,992	11,542	20,299	16,973	10,076	13,162	8,174
Senior Population: Age 65+	2,385	2,932	1,666	1,492	2,403	2,267	1,129	1,513	1,337
Elderly Population: Age 85+	288	248	436	345	280	350	153	238	192
Elderly %	1.4%	0.9%	2.7%	1.9%	0.9%	1.4%	0.9%	1.3%	1.8%
Non-English Speaking Adults*	546	1,414	1,408	1,279	2,032	1,107	1,870	690	118
Non-English Speaking Adult %*	3.7%	7.7%	12.8%	11.1%	10.0%	6.5%	18.6%	5.2%	1.4%
Poverty Status Determined*	19,739	26,519	16,052	17,262	31,336	24,471	17,137	17,449	10,003
Number in Poverty*	2,401	3,937	2,563	3,456	6,032	5,236	5,297	3,507	1,104
Poverty Rate*	12.2%	14.8%	16.0%	20.0%	19.2%	21.4%	30.9%	20.1%	11.0%
Jobs	4,209	2,208	10,870	8,621	6,351	7,190	8,280	4,853	13,343
Parcels per Square Mile	576	1,902	1,003	1,624	1,943	1,588	2,121	2,523	1,351
Population per Square Mile	2,107	6,743	3,492	6,123	7,454	5,787	9,970	10,163	3,759
Jobs per Square Mile	442	560	2,353	2,973	1,501	1,688	4,786	2,711	4,817
District Number	10	11	12	13	14	15	16	17	Citywide
Land Area (Sq. Miles)	2.51	1.93	2.45	2.95	2.53	6.05	0.94	1.04	56.16
Parcels	3,921	3,889	2,037	4,604	6,693	6,766	2,066	1,674	80,880
Total Population	12,435	11,822	6,076	18,803	19,772	23,202	6,741	5,743	287,151
Total Adults	9,935	9,361	5,066	15,335	15,785	18,790	5,554	5,311	209,324
Senior Population: Age 65+	1,910	1,054	637	1,409	1,858	4,266	509	880	29,647
Elderly Population: Age 85+	584	190	141	301	260	972	61	136	5,175
Elderly %	4.7%	1.6%	2.3%	1.6%	1.3%	4.2%	0.9%	2.4%	1.8%
Non-English Speaking Adults*	154	137	64	481	132	915	24	215	12,388
Non-English Speaking Adult %*	1.6%	1.5%	1.3%	3.1%	0.8%	4.9%	0.4%	4.1%	6.0%
Poverty Status Determined*	11,927	11,061	5,468	16,802	17,172	22,814	6,746	5,247	277,206
Number in Poverty*	936	1,404	797	2,340	1,109	1,640	355	1,153	43,266
Poverty Rate*	7.8%	12.7%	14.6%	13.9%	6.5%	7.2%	5.3%	22.0%	15.6%
Jobs	7,598	9,989	16,650	12,625	3,202	10,408	2,978	56,924	186,299
Parcels per Square Mile	1,562	2,015	831	1,561	2,645	1,118	2,198	1,610	1,440
Population per Square Mile	4,954	6,125	2,480	6,374	7,815	3,835	7,171	5,522	5,113
Jobs per Square Mile	3,027	5,176	6,796	4,280	1,266	1,720	3,168	54,735	3,317
* = derived from Census "long form" data by allocating census tracts to appropriate citizen participation districts									



**District Council Questions**  
**January 20, 2004 / revised February 17th 2004**  
**Revisions Underlined**

The City Council wants to get feedback from the various District Councils on issues that affect them and the people they serve. We are having a policy session on April 21, 2004, on this matter and would like you all to put together a set of questions that can be discussed at the policy session.

Areas of Concern:

- District Council boundaries
  - Size of districts (consolidation or divisions)
  - Funding Formulas
  - Population increases
  - Fairness (population of District Council v. the funding as compared to other DCs)
1. Does your DC see a need to change its boundaries? Do your boundaries reflect your community?
  2. Does your DC see itself consolidating or dividing?
  3. Would you be more effective if you were smaller or larger? (Geographically/population)
  4. What ideas do you have for achieving "equity or fairness" between DCs with respect to geography, population and size or other special circumstances in your community or district?
  5. What should be your core responsibilities/programs?
  6. What is a realistic budget for your District Council?
  7. Does your DC have plans to apply for old COPP which is now NPPCP funds?

Note: the Council expressed a desire in a committee meeting to "hold harmless" current District Council funding levels, so that no group would lose funding under any new formula. Some Districts may see an increase in funding.

Send any questions you have about this process to [ken.smith@ci.stpaul.mn.us](mailto:ken.smith@ci.stpaul.mn.us) or call 651-266-8589 or mail to Council Research Attn: Ken Smith, 310 City Hall, St. Paul, MN 55102

**MEMORANDUM**

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February 26, 2004

To: Interested District Councils

Fr: Kenneth Smith Council Research  
Bob Kessler, Council Research

Re: **Meeting to Discuss Your Questions and Suggestions in Preparation for the City Council Policy Session on April 21, 2004**

This is a follow up to our recent memo. As you may know, the City Council asked for feedback from all the District Councils on issues that affect them and the people they serve. The main impetus behind the desire for feedback was the Council's concern over the funding formula that has been used to determine the budgets for each District Council. In addition there was concern over the 7% decrease in funding for 2004.

**The City Council has scheduled a policy session on April 21, 2004, at approximately 3:30 p.m. in the City Council Chambers to receive everyone's input on the funding formula and related issues and concerns.** Toward this end, Ken Smith attended a Community Organizer's Meeting at Black Bear Crossing on January 20<sup>th</sup> and distributed a set of general questions that could be discussed at the policy session as well.

We have recently received some suggested additions to the list of questions and those have been added to the enclosed list. We are also enclosing a revised spreadsheet showing 2000 population numbers for each district, as well as background information on the work performed by the Planning Commission on the District Council system in 2001 and 2002.

We look forward to meeting with you in March to discuss the policy session in more detail. In the meantime let us know if you have comments or questions about the policy session. We'll follow up to schedule a convenient time to meet next month.

You can reach Bob at 651-266-8588 and Ken at 651-266-8589.

c: Martha Fuller, PED Director  
Don Johnson, Mayor's Office  
Larry Soderholm, PED  
Bob Hammer, PED  
Joel Spoonheim, PED  
Greg Blees, Council Research Director  
Marcia Moermond, Policy research Lead  
Barb Rose, Wilder Foundation

**Citizen Participation Funding Discussion**  
**12:30 p.m., March 9, 2004, Hillcrest Recreation Center**  
**Meeting Notes**

**Attendance:**

**Gayle Summers, District 15, Anneliese Detwiler, Snelling-Hamline, Merritt Clapp-Smith, District 16, Ken Smith, Council Research, Theresa Heiland, Merriam Park, Sue McCall, District 10 Como, Barb Rose, Wilder Center for Communities, Sally Brown, Wilder Center for Communities, Tate Danielson, Thomas-Dale/District 7 Planning Council, Ray Sammand, Payne Phalen District 5 Council, Chuck Repke, District 2, John Thoenke, District 6, Jeff Roy, District 16, Kristen Kidder, District 7, Joe Spencer, District 3, Bob Hammer, PED, Leslie McMurray, District 5, Nachee Lee, Dayton's Bluff, Joel Spoonheim, PED, Jim Mc Donough, District 8, Claire O'Connor, District 11, Jessica Treat, Lexington Hamline, Bob Kessler, Council Research.**

The meeting covered a wide range of topics ranging from the factors that go into the funding formula for districts to the overall purpose of citizen participation. It was pointed out that most of the districts have not taken a position on the issue of funding and the funding formula. Therefore there needs to be another meeting to determine who will speak and what will be said at the City Council Policy Session on April 21<sup>st</sup>. Bob Kessler offered to provide some basic background information for the groups to consider in their deliberations.

It was decided that the next meeting of the group will be Tuesday, March 30<sup>th</sup>, at 12:30 p.m. at Hillcrest Recreation Center.

**The following is a summary of the major *points of the discussion*:**

- What are the core services that the districts should be providing? These are not clearly spelled out because of the concern that the City would try and control the activities of the councils. What are the base services that must be provided? This should be answered by each individual district council
- The difference in the population for districts has to be addressed.
- Whom do the district councils represent? Criticism that they are not representative comes from vague, unidentified sources.
- Most districts are too large in size and population. Six to eight thousand people would be ideal.
- Funding isn't the main concern, there is really enough money, it's how its allocated that is the main concern by some groups.
- Funding is inequitable and the inequities must be addressed.
- Need to add credibility to the funding formula

(continued on reverse side)

- Equitable funding, without additional money, will require district boundaries to change

**In addition to the discussion points listed above there were a number of *general principles* that were passionately articulated by the participants.**

- It's important to focus on how we can make a difference and get people involved in their community. Most everyone involved believes that the degree and extent of participation is a critically important focus for each district council.
- The City should be careful about telling districts how to organize themselves.
- The citizen participation process should be inclusive of all people: race, class, gender, etc.
- The extent of poverty is a huge barrier to participation.

**Please call or email Bob Kessler at 651-266-8588 ([bob.kessler@ci.stpaul.mn.us](mailto:bob.kessler@ci.stpaul.mn.us)) if you additions or changes to this meeting summary.**

**Saint Paul City Council Policy Session on Citizen Participation**  
**Approximately 3:45 p.m. (After the Completion of the Regular City Council Agenda)**  
**Wednesday, April 21, 2004**

**Proposed Annotated Agenda**

1. Introduction—Kenneth L. Smith and Bob Kessler, Council Research (5 minutes)  
*Notes: Ken and Bob will distribute a background report, due to be complete in final draft form by 8:00 Monday, April 19<sup>th</sup>. The report will cover the history of the Citizen Participation process in Saint Paul from 1975 and highlight some of the problems and challenges that are facing the district councils at this time including funding inadequacies, funding inequities, challenges to become more inclusive, lack of a champion or advocate, high turn over and burnout among neighborhood staff who are constantly being asked to do more with less, and challenges to or concerns about some districts' management practices and membership.*
2. Importance of Citizen Participation and Creation of the Saint Paul District Council System—Sherman Eagles (6 to 8 minutes) *Notes: We want Sherm to talk about how important citizen participation is to the vitality of a community and how the Saint Paul system created a foundation of support to insure that all parts of the City could be included and take part in decisions that are made about their neighborhood and community. We would also like Sherm to talk about the strongly held values of citizen participation that are widely practiced and promoted in Saint Paul, and that these values reflect the original three criteria that formed the basis for the District Council System in Saint Paul, namely: 1) Broadly Representative, Accountability, and Accessibility.*
3. Successes and Accomplishments of the Saint Paul "System"—Former Mayor George Latimer (6 to 8 minutes) *Notes: We want Mayor Latimer to talk about the successes that he enjoyed during his 16 years as Mayor that were the result of collaboration with one or more District Councils and other neighborhood organizations. Examples could include: the creation of "Energy Park" and the collaboration with "District 45" the combination of the 5 separate districts that were involved with planning for Energy Park. Remember using William Usery to negotiate the development agreement with the neighborhood representatives? Other examples could include the annual neighborhood cleanups, Development of the Irvine Park neighborhood, and Elimination of the Faust and Flick theaters at Dale and University.*
4. Current Issues and Concerns (15 minutes)
  - A. The Three Criteria: Broadly Representative, Accountability, and Accessibility—Joe Spencer, West Side Citizen's Organization *Note: We want Joe to talk about how the districts try to insure that they are representative, accountable, and accessible. Joe should also cover the conflicting expectation that many districts face and how several incidents of mismanagement have affected the system and what has been done by the districts themselves to avoid further or similar incidents.*
  - B. Inequitable and Inadequate Funding--Chuck Repke, District 2 Community Council & Leslie McMurray, Payne Phalen District 5 Community Council *Note: We want Leslie and Chuck to talk about the evolution of the funding allocation process and how we ended up with the present inequitable distribution of funds. There will be spreadsheets and data summaries available for handout.*
  - C. Support for the District Planning Process—Department of Planning and Economic Development *Note: We want someone from planning to talk about how the process for updating district plans is going to work and what the expectations are for the district councils.*
5. Alternatives For Strengthening Citizen Participation—Travis Snider, Snelling Hamline

Community Council and Kristen Kidder, Thomas-Dale/District 7 Planning Council  
(10 minutes)

- A. Addressing the Funding Needs and Issues Around Funding *Note: For this I think we want to recommend the creation of a working group to recommend a new funding formula, and that the recommendation would be ready by the time the City Council has to make a decision on the tax levy for 2005. (Mid September, 2004)*
- B. Need for a Citizen Participation Advocate for the City *Note: The system needs an advocate and that person can serve many important purposes to strengthen citizen participation as a "process" that is broadly representative, accountable, and accessible..*
- C. Need for Reliable and Efficient Computer Infrastructure *Note: We need to cover what there current state of affairs is in the area of computer capability and how an efficient high speed network would be an invaluable resource to support the system.*
- D. Need For Outside Funding to Support New Initiatives on Inclusiveness *Note: This is a point that has not been discussed a lot, so we need to talk about this area in more detail on Tuesday.*

6. Points for Future Consideration and Follow up (10 minutes)

- A. New Funding Formula Options *Note: We want to establish a representative working group--right?*
- B. Citizen Participation Advocate *Note: We have not decided where this position should be "located" and how the person would be selected and by whom.*
- C. Computer Systems *Note: Who can handle this one?*

**Saint Paul City Council Research**  
**Background Report on Citizen Participation–April 21, 2004**  
**Bob Kessler and Kenneth L. Smith**

**I. Development of the Citizen Participation Process in the 1970's**

The Saint Paul District Council/Citizen Participation (CP) system was established by the City Council in 1975 through a series of six separate Council Resolutions, specifically Council File Number: 265779, and Council Files 266178 through 266182 (attached as **Appendix A**). There were at least two driving forces behind the establishment of the system:

- The desire to establish a process for representative citizen involvement that would be the legitimate voice of the neighborhood on issues affecting the community. In addition, the development of a process to provide “maximum feasible participation” would qualify the City to continue to receive federal community development and urban renewal funding.
- The need to create legitimate groups to conduct neighborhood planning and create general district plans which would become part of the City’s Comprehensive Plan.

In the early 1970's the City Council consisted of seven (7) members all elected citywide on an “at large” basis. Saint Paul’s form of government with no geographic based representation was a rarity for an older urban core city. No single member had the pulse of all the different neighborhood organizations and community groups. As a result it was difficult for the City Council to know who actually spoke for a specific area. There was no clear voice for individual neighborhoods in the City and there was widespread frustration with competing groups who claimed to represent certain areas and interests. The most common form of participation at the time was confrontation, and that usually occurred at the last minute in the decision making process and was often successful in stopping major projects such as the construction of Interstate 35E.<sup>1</sup>

In the early 1970's there was ample federal funding and involvement in urban renewal, law enforcement, employment programming, neighborhood planning, and citizen participation, etc. As noted, the impetus to create the District Council system was widespread frustration with the existing array of neighborhood, community, and citywide groups coupled with a City Council which was elected citywide.

In response to the widespread frustration with the status quo, and to take advantage of funding available from the federal government, the City Council established a Committee on Citizen Participation chaired by Todd J. Lefko. The Committee’s report issued on September 26, 1973, systematically addressed every major aspect of citizen participation and provided a sound rationale for creating a system of 10 to 15 district councils of approximately 20,000 people each.

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<sup>1</sup> Making Democracy Work: A Process for Citizen Participation, Report of the City of Saint Paul Committee on Citizen Participation, Todd J. Lefko Chair, 1973, P. 12.

The Committee recommended that the new groups, or district councils, should be advisory in nature and representative of the entire population of the district including all the existing neighborhood groups and business associations. Once created and "recognized" by the City a district council would be the official group for the City to notify about pending City actions on land use, licenses, and development proposals.

## **II. Creation of 17 Districts--Focus on Boundaries Not the Number of Residents**

The recommendation to create 17 distinct districts was made by an ad hoc boundary committee which was created by the Citizen Participation Forum that was convened in late 1974. The committee used the neighborhood school boundaries in their attempt to identify natural or traditional neighborhood and community areas. Unlike legislative districts and wards, the main concern in defining a neighborhood area was the physical environment with consideration given to natural and man-made barriers such as railroad tracks, the river, and the freeway system. There was little concern about identifying an equal number of citizens as required by the Supreme Court ruling under the case of *Baker vs. Carr* (1962) which made proportional representation the basis for drawing political boundaries for political districts.<sup>2</sup> The committee's emphasis on physical boundaries resulted in districts that varied widely in population from less than 5,000 to more than 25,000 people.

The recommendation to create 17 districts was formulated and made to the City Council in April, 1975. It was so very controversial that the City Council declared an official cooling off period of 120 days to allow the planning processes to begin. It assumed that there would eventually be numerous boundary changes as the various districts established themselves and identified their own territory, taking into account the unique characteristics of each neighborhood and community.

In actuality, there were only two or three minor boundary changes approved by the City Council under the citizen participation guidelines in the years subsequent to the initial funding of the "system" in 1975. The boundary procedure itself did not require proportional representation. Rather, it more closely resembled a municipal annexation procedure which required all affected residents to agree to any boundary change. As a result the districts that exist today are largely the same as those recommended in 1975. The configuration of the districts was controversial in 1975 and a degree of that same controversy remains in 2004. Per capita funding varies widely between districts because funding was not allocated historically on a population basis. The funding formulas used included a uniform base amount provided to all districts, plus additional funding based on various demographic factors. (Reference **Appendix B** for data on funding and population)

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<sup>2</sup> 369 US 186 (1962). *Baker v. Carr* was a Supreme Court case involving the apportionment of seats in state governing bodies. Tennessee was using sixty-year-old district boundaries in electing members of its legislature, despite the fact that they no longer reflected the true distribution of the population. By keeping old election district boundaries, it allotted rural citizens greater proportional representation than their counterparts in the growing cities. Not only did outdated apportionment ease the reelection of incumbent legislators; it also conveniently watered down the voting power of ethnic minorities and blacks who lived in the cities (often the only blacks permitted to vote). The number of Memphis voters electing one state representative was ten times the number of voters electing a representative in a rural district.



### III. The Recognition (Legitimization) Process for Each District Council

Initial funding was approved for each district individually by the City Council after districts completed the "recognition process". The recognition process required each district to demonstrate to the City Council's satisfaction that it had developed an organizational structure complete with legally binding bylaws that met three critically important criteria:

1. That the organization is *broadly representative* of the area that it covers and involves a majority of all the groups and all major interests in the community (business, non-profit, religious, etc.). That the board and its executive body is representative of the "age, ethnic, business, social, and economic characteristics of the community".<sup>3</sup>
2. That *accountability* is assured in the form of a mechanism such as recall, together with term limits for members of the Executive Committee, to make sure that the organization is controlled by the entire community that it represents.
3. That all activities are totally *accessible* including open, widely publicized meetings, where the greatest possible degree of community participation is encouraged and maintained.

The actual determination that the organization met each of the three criteria was made at an official City Council Public Hearing held in the district. After the hearing, in which the Council heard from all those who wished to speak, the Council made its findings based on the testimony at the hearing and recommendations from staff.

Once recognition was received, the district organization was eligible for City funding and was listed on the Early Notification System (ENS) mailing list. The ENS list continues to be used by City departments, offices, and various agencies to provide notice of all pending actions (zoning changes, license applications, proposed building projects, etc.) that impact the interests of the district.

### IV. Early Notification System

The Early Notification System (ENS) is the only part of the Citizen Participation Process that was established by City Ordinance. Contained in Chapter 11 of the Appendix to the Administrative Code, the ENS legislation requires city agencies, including many boards, commissions, and task forces to inform neighborhood organizations and concerned citizens of "all considered, proposed, planned or implemented developments, legislative and policy changes, and enforcement actions (city actions) which may potentially impact the neighborhood and/or area residents. Notification through the ENS shall be in addition to, and not as a substitute for, notices required by federal,

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<sup>3</sup> Making Democracy Work: A Process for Citizen Participation, Report of the City of Saint Paul Committee on Citizen Participation, Todd J. Leftko Chair, 1973, P. 28.

state, county and city rules, laws and ordinances.”<sup>4</sup>

The responsibility for implementation of the ENS notification procedures and maintaining an accurate and up-to-date list is assigned to the Citizen Participation Coordinator, who was formerly located in the Department of Planning and Economic Development. The position of Citizen Participation Coordinator has been vacant for approximately six years, but the responsibility for maintaining the ENS still falls on the Department of Planning and Economic Development.

Currently, the City Council has requested the Administration to convene a staff task force to modernize the ENS system to include a wider range of groups and organizations and make use of modern communication techniques such as email, fax, and voice mail to more quickly and efficiently provide notice to the community. The City Council has encouraged the Administration to consult with the District Councils to make sure their needs and concerns are taken into account when revisions to the ENS procedures are considered.

## **V. Role of the Citizen Participation Coordinator**

The role of the Citizen Participation Coordinator was critical to the successful initial implementation and the ongoing support of the citizen participation system. The coordinator arranged for the recognition hearings and worked closely with each group as they struggled with the development of their bylaws and procedures that would assure compliance with the three criteria of broad representation, accountability, and accessibility. According to staff who worked for the City, the first CP coordinator, Karen Christofferson, championed citizen involvement and challenged staff to support the cultivation of neighborhood contacts and interactions in addition to and beyond the minimum requirements stipulated by the ENS procedure.

Karen was able to demonstrate that early involvement with the affected neighborhood, and neighborhoods in general, could often avoid last minute stand offs on project proposals. She reinforced in the minds of City employees that neighborhood planning and could produce better projects that were less intrusive in design and were more compatible with the immediate neighborhood. Some early successful neighborhood collaborations included the development of Unidale Shopping Center, the emergence of Grand Avenue as a shopping and entertainment district, and the construction of sanitary sewers in the Kipps Glen Terrace neighborhood of the West 7<sup>th</sup> Street Area.

## **VI. Creation of District Plans**

One of the driving forces behind the initiation of the citizen participation process was the desire and need for development of neighborhood plans as a main component of the City's Comprehensive Plan. Federal regulations for Community Development and other federal funds and the Minnesota Metropolitan Land Planning Act all required the development of plans “with maximum feasible” citizen input.

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<sup>4</sup> Administrative Code, City of Saint Paul, Minnesota, Chapter A-11. Early Notification System Policy and Procedures.

The Office of City Planning and later in 1997, the Planning Division of the newly created Department of Planning and Economic Development, assigned major staff and financial resources to each district council to develop neighborhood plans with the assistance of experienced and professionally trained city planners. Some planning had already been done by the Housing and Redevelopment Authority under the old federal urban renewal programs. Communities including Downtown, Summit-University, Thomas-Dale, West Midway-South St. Anthony, the West Side-Concord Terrace redevelopment area, and the Phalen E-2 Code Enforcement Area already had neighborhood plans. Some of these neighborhood plans were developed without the full support of the community. Therefore, the lack of support for the plans translated into support for a more representative citizen participation model.

The conflict over specific neighborhood plans was also one of the factors that led to a major reorganization of local government redevelopment agencies in the City. In 1976 the State Legislature authorized the breakup of the Housing and Redevelopment Authority into two pieces, the renewal function was combined with city planning, community development, and economic development into the new City Department of Planning and Economic Development. The public housing part of the HRA was kept as the separate and distinct Public Housing Agency. The new Citizen Participation structure approved in 1975 provided an effective means for developing plans that were more broadly representative of the community and would therefore garner more general support with the Mayor, the City Council and the community as a whole.

## **VII. Emergence of the Ward System & "Better Neighborhoods" in the 1980's**

The Saint Paul City Charter was amended by the voters in 1980 to provide for the seven (7) City Councilmembers to be elected by seven districts or wards. The ward boundaries, based on proportional representation as required by *Baker v. Carr*, were drawn without regard to the existing district council boundaries, which were drawn to reflect existing neighborhood boundaries. The result was, and continues to be, a mismatch between wards and citizen participation districts with some wards containing parts of four or five different district council areas. The ward system became effective on January 1, 1983, and it soon became apparent that no one wanted to change the district council boundaries, which by then were well established. By the early 1980's Saint Paul's district council system enjoyed widespread support locally and was seen across the country as a model for citizen involvement.

In 1986, in response to an in depth study of Saint Paul's strengths and weaknesses by the Planning Commission (The Saint Paul Tomorrow Report), Mayor George Latimer launched the "Better Neighborhoods Program" (BNP) which was designed to further strengthen the neighborhood planning process by focusing city resources on the top two or three priorities of each district council. One of the major findings of the Saint Paul tomorrow report was that Saint Paul had maintained a larger percentage of middle-class families than any other city of its size in the US.

The Planning Commission report attributed Saint Paul's ability to retain the middle class to the City's strong sense of neighborhood identity and overall neighborhood stability. For example, the Aurora-St. Anthony neighborhood was singled out as having a high percentage of ownership (more than 70%) that had owned the same property for more than 30 years. Nevertheless, the Planning Commission report cautioned that the City had to figure out ways to maintain and

strengthen its neighborhoods to meet the challenges of the 1980's which included addressing the needs of new immigrants, a sense that the public schools were stressed financially, and that crime and an increase in absentee landlords was causing increased housing deterioration.

The Better Neighborhoods Program ran into controversy almost from the start as it tackled the issues of the day which often pitted neighborhood interests against city-wide or broader community interests. Examples included the elimination of so called adult oriented businesses at University Avenue and Dale Street, the redevelopment of the Chestnut and Warner Road intersection, and the relocation of West Publishing.

In spite of several widely publicized controversies over certain redevelopment proposals, the link between the Mayor's Office and the various district councils was strengthened through the Better Neighborhoods Program because the mayor made neighborhood priorities happen. A host of projects were pushed through with his support that continue today including the creation of neighborhood clean up days, the provision of space in city buildings for district council offices, and the initiation of community policing efforts. The 1980's and early 1990's were sort of a golden age for citizen participation in Saint Paul when citizen involvement flourished and the District Council system was respected by city staff, local and state officials, and the business community. During the period Saint Paul was host to several national conferences on neighborhood initiatives and the City was recognized nationally for its strong, neighborhood based, citizen participation system.<sup>5</sup>

In a 1992 study by Professor Carmine Scavo, a political scientist from East Carolina University, Saint Paul was rated number one in the United States for all cities over 100,000 in total population on the extent and quality of overall citizen participation and open accessible government.<sup>6</sup>

### **VIII. System Under Stress**

In the 1990's an economic recession reduced tax resources to state and local governments, and the federal government began cutting back financial support to cities. The City's Community Development Block Grant was reduced from an average of \$18 million in 1977 to less than \$10 million annually in the mid 1998. Reduced resources resulted in less funding and support for citizen participation. Many groups expanded their funding base by obtaining private money for crime prevention and housing programs, and the City provided support through several small neighborhood oriented programs such as the Neighborhood Partnership Program and later the Sales Tax Revitalization (STAR) Program. Nevertheless, overall resources were reduced and this in turn led to high staff turn over at the neighborhood level. Neighborhood organizations could not provide salaries and benefits that were comparable to government and industry in order to retain good employees. Many fine staff people left the neighborhood organizations.

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<sup>5</sup> CURA Reporter, University of Minnesota Center for Urban and Regional Affairs, Minneapolis, Minnesota, June, 1988, Volume XVIII, no. 3.

<sup>6</sup> Journal of Urban Affairs, Volume 15, Number 1, pages 93-109.

From 1977 to 1987, overall funding for citizen participation (CP) grew by 84%, and the City's General Fund grew by 85%. From 1988 to 1998, CP funding grew 33% and the City General Fund paralleled the growth at 39%. From 1998 to 2003 Citizen Participation funding has grown by only 2% while the General Fund has grown by more than 13%. In addition, since 1998 there has been no Citizen Participation Coordinator funded by the City budget in the Department of Planning and Economic Development.

Less oversight from the City by the lack of a Citizen Participation Coordinator, coupled with a high rate of staff turnover have contributed to several cases of mismanagement in a number of neighborhood organizations. Examples include the firing of a district council president due to charges of embezzlement, failure to pay appropriate payroll taxes, and financial mismanagement.

Although these problems have been addressed and resolved by the affected district councils, the incidents taken as a whole, have created a general concern that the district council system is under stress and that it needs to be strengthened to regain its former reputation as a effective system. A number of recent studies by public and private agencies including the Center for Neighborhoods, the League of Women Voter's, the Saint Paul Foundation, and the Saint Paul Planning Commission have all recommended various ways to strengthen the system. The common themes in these reports focus on the provision or maintenance of:

- sufficient funding,
- appropriate oversight,
- broad representation of ethnic and minority groups and business concerns, and
- ongoing training for district council staff.

## **IX. Current Areas of concern**

The following areas of concern and suggestions for improvement have been identified by representatives of the district councils and others knowledgeable about citizen participation in Saint Paul, including the studies identified above. While the following is not intended to be a comprehensive listing of all the concerns and possible recommendations, it is illustrative of the common themes that have been brought to the attention of Council Research since this project was initiated in January of 2004.

### **A. Lack of a Citizen Participation Advocate (Coordinator)**

A Citizen Participation Advocate or Coordinator, employed by the City, could support the citizen participation process by:

- providing/coordinating training for district council staff/boards,
- overseeing financial issues,
- serving as an information hub,
- insuring that organizational infrastructure is in place (personnel policies, bylaws, fiscal policies),
- evaluating programs funded in whole or in part with City funds, etc.
- working to build support for private funding to augment the money

provided by the City.

#### **B. Representation Concerns**

Some councils have boards and members that do not reflect the social and economic makeup of the community, including race, gender, and people with disabilities. There are other recommendations that could be considered to strengthen the process and improve diversity and representation of members of the district council. (Same day for neighborhood elections, City help with holding elections, improved electronic and telephone communication capabilities to get out the word on neighborhood matters of concern, etc.)

#### **C. Lack of Success/Outcome Measures**

If district councils are to be measured for effectiveness then measures of success need to be defined. Most experts on effective performance measurement recommend that service providers be actively involved in the development of the specific performance measurers that will be used to measure success.<sup>7</sup> Therefore any effort to define performance measurers must include the district councils themselves.

#### **D. Inequitable and Inadequate Funding**

The funding between groups is distributed unequally based on the historical use of a formula that included a base amount for each district. Overall funding was reduced by 7% across the board in 2004, after being held flat since 2001. **Appendix B** provides information on the level of funding for each group on a per capita basis and identifies several options for moving toward a more uniform funding framework. **Appendix C** provides basic demographic information for each district for overall reference.

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<sup>7</sup> Hatry, H. P. (1999). Performance Measurement, Getting Results, Washington, D.C., The Urban Institute Press

## MEMORANDUM

Date: April 28, 2004

To: Council President Dan Bostrom  
Councilmember Jay Benanav  
Councilmember Patrick Harris  
Councilmember Lee Helgen  
Councilmember Deborah Montgomery  
Councilmember Kathy Lantry  
Councilmember Dave Thune

Copy: Mayor Randy Kelly  
Deputy Mayor Dennis Flaherty  
Martha Fuller, Director of Planning & Economic Development

From: Bob Kessler and Kenneth L. Smith  
City Council Research

Subject: **Report To City Council--Process and Time Line For Developing  
Recommendations on Citizen Participation**

Council Research staff met on April 26th with representatives of the district councils in response to the City Council's directive at the policy session on Citizen Participation on April 21, 2004. The following is a summary of the process and time line that has been developed to prepare appropriate recommendations to strengthen citizen participation for the City Council's consideration by the middle of July, 2004.

An initial organizational meeting of the 2004 Citizen Participation Committee will be held on **Tuesday, May 11<sup>th</sup> at 10:00 a.m.** at which time the group will approve the process, the charge to the committee, and the time line. The group is envisioned to include district council representatives from the 19 separate district councils plus city staff, and representatives from the Business Review Council, the Planning Commission, and other city boards and commissions. Input from those outside the district councils will be actively solicited. However, only district council representatives will vote on the final recommendations or options. It is also understood that whoever the district council representative is, that person will reflect the official position of the district council.

When the committee meets on May 11<sup>th</sup>, it will select a chair and a facilitator for the process. A final ratification and wrap up meeting is tentatively set for **Tuesday, June 29<sup>th</sup> at 7:00 p.m.** The recommendations from the committee will be developed by three sub committees, which will be formed on May 11<sup>th</sup>. The number of members on each sub group will also be decided at the initial meeting on the 11<sup>th</sup>. The three sub committees will include the following:

**Sub Committee on Staff Support**

This sub committee will identify what kind of staff person is needed to support Citizen Participation (CP advocate or technical person, including how that person would be selected, paid and supervised).

**Sub Committee on Inclusiveness and Accountability**

This sub committee will identify a means to address representation (inclusiveness concerns) and outcome or success measures (accountability concerns).

**Sub Committee on Funding**

This sub committee will identify a new funding formula or approach that is adequate and equitable.

**Sub committee meetings will be held simultaneously at 10:00 a.m. on four Tuesdays in a row, including May 11<sup>th</sup>, May 18<sup>th</sup>, May 25<sup>th</sup>, and June 1<sup>st</sup> (June 8<sup>th</sup> and 15<sup>th</sup> are being saved for use if needed).**

As noted earlier, the general ratification and wrap up meeting will be held on Tuesday June 29<sup>th</sup>, at 7:00 (with July 6<sup>th</sup> and July 13<sup>th</sup> being saved for use, if needed). The meetings will be facilitated by a neutral party, as yet to be identified. In addition, the 2004 Committee on Citizen Participation will have to determine a voting process that is acceptable to a majority of district councils. There are several methods being considered: one vote per district council, or a weighted vote based on the population of each district council, etc. Several organizations and individuals have been contacted to see if they are interested in facilitating the committee process as described herein (Wilder Foundation, the Center for Neighborhoods, and Roger Meyer).

This process and time line anticipates recommendations being ready for the City Council's consideration no later than July 21, 2004.

Please let us know if you have any questions regarding this matter.



**MEETING NOTICE AND AGENDA**  
**2004 Ad Hoc Committee on Citizen Participation**  
(Established by the Saint Paul City Council on Wednesday, April 21, 2004)  
**10:00 a.m., North Dale Recreation Center, 1414 N. St. Albans Street, Saint Paul MN.**

**May 11, 2004**  
**Proposed Detailed Agenda**  
**(Use Name Tags to Identify Individuals and Their Affiliations)**

1. **Introduction** of those in Attendance--Ask Everyone to Identify Their Key Concern about this Process. Record Responses on a Flip Chart for Reference Throughout the Duration of the Committee's Work--Bob Kessler (15 Minutes).
2. **Identify and Establish Ground Rules** For the Committee's Work-- Ken Smith, Council Research. The Following Grounds Rules Are Recommended: (5 Minutes)
  - Everyone Will Have an Opportunity to Participate-- the More Talkative Members Will Be Given Time Limits If Necessary (Use Name Tags to Identify Individuals and Their Organization/affiliation)
  - Insure a Balance to All Points of Discussion by Covering All Sides of an Issue
  - Make Sure Issues Are Framed Correctly
  - Other Suggestions from the Group
3. **Description of the Process**--see If We Can Tackle the Three Sub Committee Areas in Sequence Starting with the Sub Committee on Funding on May 11th. (All Committee Work Could Then Be Supported by Council Research)
  - A. Start the Discussion on May 11<sup>th</sup> by Identifying the Various Needs of Each District and Then Identifying Three to Five Factors That Address a Majority of These Needs That Could Be Included in a Weighted Formula. (Formula Options Are Included with this Agenda and Will Also Be Available on the 11th)
  - B. Make the Decision on a New Weighted Funding Formula on May 18<sup>th</sup>. Include the Following Factors:
    - Consider Various Phase-in Processes or Methods
    - Develop a More Workable Boundary Change Process for Future Use
    - Meet until the Work Is Done and a Recommendation Is Approved by Majority Vote of the 17 District Councils. (One Council--one Vote)--this Implies That the Most Difficult Decisions Would Be Made on the 18<sup>th</sup> of May
  - C. Complete the Work of the Sub Committee on Inclusiveness on May 26<sup>th</sup>
  - D. Complete the Work of the Sub Committee on Staff Support on June 1<sup>st</sup>
  - E. Use June 8<sup>th</sup> and 15<sup>th</sup> as Back up Dates If Needed
4. **Plan the June 29<sup>th</sup> Final Meeting** (Will an Outside Facilitator Be Needed?)

# St. Paul District Council - Special Committee

May 11, 2004

North Dale Recreation Center

10:00 a.m. – 12:00 p.m.

## Meetings Notes

*In Attendance: (Bob – Please fill in the rest and correct any inaccurate names/affiliations. I was trying to write down names, but didn't get everyone)*

District Council Representatives	Other Organizations / Agencies
Kristen Kidder – District 7	Bob Kessler – St. Paul Council Research
Jeff Roy – Summit Hill	Ken Smith – St. Paul Council Research
Jessica – Lex Ham	Theresa Heiland – MPCC
Annelise Detailer – Snelling Hamline	Bob Cardinal – Business Review Council
Joe Spencer – West Side	Eduardo Barrera – Wilder Foundation
Ann Mueller – District 1	Sally Brown – Wilder Foundation
Chuck Rempke – District 2	Katy Royce – Community Stabilization Project
Claire O'Connor – Hamline Midway Coalition	Tom Faschingber ? – North End
Sheila Lynch – District 17?	Gretchen Nicholls – Center for Neighborhoods
Jim McDonough – Summit University	

## Introductions and Welcome

On April 21, 2004 the St. Paul City Council formally designated a special committee to develop recommendations for 1.) revisions to the St. Paul District Council funding formula, 2.) the option of reinstating a City staff position to provide support to the District Councils, and 3.) building accountability measures into the District Council system to assure inclusiveness.

Bob Kessler and Ken Smith, of St. Paul Council Research, were designated by City Council to oversee the Committee process. They also served as facilitators of the meeting. Proposals for an outside facilitator for the final meeting were reviewed by a handful of committee members prior to the May 11<sup>th</sup> meeting. Only one proposal was submitted (Center for Neighborhoods) and the representatives determined that since only a few of them were there, the decision should be deferred to the full committee.

## Key Concerns

Committee members were asked to identify their key concerns about this process.

1. Concern that the process and recommendations will be driven by those that “speak the loudest.”

2. Equity – Equality, equal distribution of funding.
3. Protection of all neighborhoods – that all existing organizations will have the basic funds to operate and none will have to close down.
4. Encourage diversity of participation in the Committee.
5. How decisions are made – consensus would be preferable to voting.
6. Neighborhood organizations are multifaceted (serve multiple purposes) – independent as 501 c 3, changing nature of their focus, each is unique yet needs to stay connected to one another.
7. The conversation should be well documented so that key issues and rationale for recommendations can be understood by others outside of the Committee.
8. Outcomes should be clearly defined.
9. All districts should be represented on the Committee and able to influence the final recommendations.
10. All district representatives are speaking on behalf of their districts rather than on behalf of themselves.
11. The City recognizes district councils as the voice of its constituents – requires sufficient funding to provide citizen participation services for the City.

### **Voting Procedures**

Committee members wanted to determine voting procedures for bringing recommendations forward to the City Council. It was clarified that only district council representatives would be able to vote. One representative offered the Thumbs Up (agree)/ Thumb Side (not preferred but can live with it)/ Thumbs Down (no agreement – needs further discussion) as a methodology for determining the consensus of the group. Committee members expressed unanimous agreement for using the “thumbs up” methodology. They also expressed strong support for striving for full consensus. Most felt that a narrow vote victory (9 - 8 vote) for a recommendation would be considered a failure, and would fall short of influencing City Officials. The underlying push was for solidarity.

Options for determining recommendations were discussed. They included:

- I. Consensus – all must support (prefer or can live with) recommendations.
- II. 75% Consensus or more of the district council representatives are in agreement.
- III. Weighted votes – each vote would be weighted according to the number of people that lived in each district council area (as a portion of the total population of the City).
- IV. One vote per district council.

Concern was raised that there were frames other than population to consider. For instance, some councils provide significant support to local businesses. For voting purposes, the Committee agreed to use the % of total population as the basis for a weighted decision.

**AGREEMENT – The Committee would strive for a minimum consensus of 75% or more for final recommendations. If minimum consensus could not be reached within the set timeline the Committee would proceed with both 1.) a weighted vote, and 2.) a one vote per 19 district vote, to reflect both results to the City Council.**

### **Establish Ground Rules**

The following ground rules were put forward for the Committee process:

- Everyone will have an opportunity to participate – the more talkative members will be given time limits if necessary (use name tags to identify individuals and their organization/affiliation)

- Insure a balance to all points of discussion by covering all sides of an issue.
- Make sure issues are framed correctly
- Provide time at the beginning of each meeting to bring the full committee up to speed on things that have happened since the last meeting (keep everyone on the same page).

### **Description of the Process**

Bob Kessler asked the full committee if it would be willing to address the three sub-committee areas in sequence, rather than simultaneously, so that City Staff could be in attendance for all discussions.

**AGREEMENT – The three sub-committee areas would be addressed in sequence according to the following schedule:**

**May 11, 2004 –** Start the funding formula discussion by identifying the needs of each district, 3 – 5 factors to address those needs, and consider a weighted formula based on various factors.

**May 18, 2004 –** Make decision on a new weighted funding formula. Include the following factors:

- Consider various phase-in processes or methods
- Develop a more workable boundary change process for future use
- Meet until the work is done and a recommendation is approved by majority vote of the 17 district councils (implying that a significant vote would be taken on May 18<sup>th</sup>).

**May 26, 2004 –** Complete the work of the sub-committee on Inclusiveness.

**June 1, 2004 –** Complete the work of the sub-committee on Staff Support

(June 8 and June 15, 2004 would be reserved as back-up dates if needed.)

**June 29, 2004 – Final Meeting** (will outside facilitator be needed?)

### **Weighted Funding Formula**

Chuck Rempke presented four scenarios for weighting funding district council allocations:

**Option 1: Straight per capita** – based on per capita population

**Option 4: Poverty** – 85% based on per capita population, 15% taken off the top and reallocated based on population in 100% poverty as defined by metro median income.

**Option 3: Diversity** – 80% based on per capita population, 15% reallocated based on poverty, 5% reallocated based on diversity (since City Attorney determined that race cannot be a factor, Chuck has used non-english speaking adults).

**Option 2: Seniors** – 70% based on per capita population, 15% reallocated based on poverty, 5% reallocated based on non-english speaking adults, 10% reallocated based on number of seniors.

Chuck also said that he had considered accounting for number of jobs, but 30% of all jobs in St. Paul were in the downtown, which would give that district an immense advantage. He couldn't find anyway to level the playing field, so he did not choose jobs as an option.

## **Discussion**

District council board members have pushed back on this conversation about weighting the funding allocation to favor the poorer areas because there were other resources that were dedicated to addressing poverty (such as Community Development Block Grants) that the wealthier areas were not eligible for. Their feeling was that the citizen participation funding shouldn't be held to the same requirements.

Need for clarification about what citizen participation funding is for. What are the services it provides for the City? What is the reason for the funding? What is the funding tied to?

Poverty is a true barrier for being involved in citizen participation.

Propose that citizen participation funding be attached to goals (i.e. increased diversity of participation).

Need to educate other district councils that are not experiencing barriers for involvement that others are. We need to be in agreement about what the purpose of these dollars are.

Resources need to be available to allow everyone to participate, addressing such as language, and cultural obstacles.

In District 2 private foundations have provided funding for outreach to the Hmong community. The result is that more Hmong have been involved in the process and are able to communicate on issues of concern.

Barriers include: transportation, child care, and cultural or linguistic differences. The lack of organized constituencies is a leading factor of poverty.

Should funding be per capita or per household?

Need for education – some people feel poorer districts have many resources available to them, and that district councils shouldn't be spent on social services.

### **AGREEMENT – Include poverty as a weighted factor in the funding formula.**

Concern that African Americans are not counted in describing diversity as “non-english speaking.” Not addressing the African American community in the weighted formula is a major error.

District 8 has an older, established African American population – not as many new immigrants.

### ***Request for more information:***

- Data on true diversity based on race.
- More definition about what the City Attorney not allowing race to be used as a funding factor is based on.
- Isn't race used as a factor for HUD resources?

Language should be called out as a factor because it has bearing on our ability to involve people.

The bonus of 5% (funding reallocation based on non-english speaking adults) isn't going to make much of a difference. The City has 35% diversity (non-white). Maybe that should be used as the factor)

Need to define the purpose of citizen participation. Funding factors should have relationship to the purpose of what the funding is for. Goal – funding – accountability need to be connected.

Maybe we need to begin with the goals, rather than trying to define funding factors without a basis.

Concern about wasting time on vision and goals. The Committee needs to step up to the plate to take on the hard question of funding allocation.

Funding based on population – people are what this work is about. Want to be sure that a minimum level of funding is provided to each district council so that the entire city has access to citizen participation.

#### **Funding Factor Options Provided by the City**

Bob Kessler provided an overview of weighted formula options based on per capita. Non-english, Poverty, and Jobs. Key points include:

- Proposal to catch district councils up to a minimum, referred to as a parachute, not hold-harmless.
- The jobs option suggests a change of \$100,000 for all districts, buffers districts that would otherwise not come out well.
- Additional funding (to make up for losses to some districts) could come from ward designated funds (source: CDBG and General Funds).
- Premise – initially organizations are held harmless, and over the course of time a shift happens, but there will always be a floor of funding (depending on the option).

Discussion will be continued at the May 18<sup>th</sup> meeting.

Committee adjourned at 12:15 p.m.

**MEETING NOTICE AND AGENDA**  
**2004 Ad Hoc Committee On Citizen Participation**  
**TUESDAY, MAY 18<sup>th</sup>, 10:00 A.M.**  
**North Dale Recreation Center, 1414 North St. Albans Street, Saint Paul MN**

**Proposed Detailed Agenda**  
**(Use Name Tags To Identify Individuals And Their Affiliations)**

- 1. Recap Of Discussion And Review Meeting Summary Documentation Of May 11, 2004, Provided By Gretchen Nicholls**

**Ground Rules Established:**

- Everyone Will Have An Opportunity To Participate-- The More Talkative Members Will Be Given Time Limits If Necessary
- Insure A Balance To All Points Of Discussion By Covering All Sides Of An Issue
- Make Sure Issues Are Framed Correctly
- Use Consensus Method Of Decision Making (Thumbs Up Or Sideways)
- *If Consensus Can Not Be Reached Use A 75% Majority Vote (Both Weighted Vote And Unweighted 19 Votes) To Make Decision(s)*

- 2. Continuation Of Discussion Of Funding Formula Options—Step Back And Consider The Following:**

- A. What Is The Purpose Of And Principles For Citizen Participation In Saint Paul?  
(Reference Historical Documents And City Of Portland's Recent Work)**
- B. Who Are The Citizen Participants?  
(Residents—Businesses—Institutions—Other Components? How Are They To Be Counted?) (See "New" Spreadsheet On Residents, Businesses & Institutions)**

- 3. Identify Barriers To Participation:**

Non English	Poverty (Income)
Educational Level	Age (Senior Citizens)
Unemployment	Housing Conditions
Race	Other Factor(S)

- 4. Select Two To Four Barriers And Calculate Formula Options Within Certain Parameters i.e. A Funding Floor And Ceiling Or A Minimum Or Base Amount Per District.**

- A. Select A Preferred Funding Formula Or Formula Options**
- B. Consider Various Phase-In Processes Or Methods**

- 6. Wrap Up Session And Decide If Additional Facilitation Is Needed For June 29<sup>th</sup> Meeting**

**Future Meeting Topics:**

- Complete The Work Of The Sub Committee On Inclusiveness and Accountability On May 26<sup>th</sup>
- Complete The Work Of The Sub Committee On Staff Support On June 1<sup>st</sup>
- Use June 8<sup>th</sup> And 15<sup>th</sup> As Back Up Dates If Needed

# St. Paul District Council – Special Committee

May 18, 2004  
North Dale Recreation Center  
10:00 a.m. – 12:30 p.m.

## Meeting Notes (DRAFT)

### *In attendance:*

Sue McCall	District 10 Planning Council
Melissa Mathews	District 12
John Thoenke	District 6
Nachee Lee	District 4 - Dayton's Bluff
Barb Rose	Wilder Center for Communities
Chuck Repke	District 2
Tom Fashingbauer	North End Community Foundation
Ann Mueller	District 1
Leslie McMurray	District 5 - Payne Phalen
Bob Cardinal	Business Review Council
Joe Spencer	West Side Citizens Organization
Beth Ulrich	PED
Theresa Heiland	District 13 - Merriam Park CC
Anneliese Detwiler	District 13 - Snelling-Hamline
Jessica Treat	District 13 - Lexington-Hamline
Kristen Kidder	District 7 - Thomas Dale
Jeff Roy	District 16 - Summit Hill
Gayle Summers	District 15-HDC
Merritt Clapp-Smith	District 16 -Simmit Hill
Shiela Lynch	District 17 Capital River Council
Bob Spaulding	District 14

### **Staff:**

Kenneth Smith	Council Research
Bob Kessler	Council Research
Gretchen Nicholls	Center for Neighborhoods

### **Review of meeting notes for May 11, 2004**

The attendance list was incomplete and did not accurately reflect the affiliation of some participants. Bob Kessler provided a listing of Committee Members based on the sign-up sheet at the meeting. People that were not listed were asked to add their names. Also, the first item of discussion on page four was amended to read:

~~District council board members have pushed back on this conversation about~~ A district council board member at a previous meeting disagreed with weighting the funding allocation to favor the poorer areas ...



### **Review of Key Concerns**

Bob Kessler went over the key concerns listed at the last meeting. No new concerns were added to the list.

### **60 Day Notice Rule – City Council Study Session May 19, 2004**

Bob Kessler announced that the 60 day notice ruling would be discussed at the May 19<sup>th</sup> City Council Study Session (4:00 pm). Some district council representatives were scheduled to speak at that meeting. The City Council will consider the implication of the ruling, and possible challenges to its application (i.e. Burgess Street development).

### **75% Voting Procedure**

The Committee was asked to confirm their agreement for the voting procedure set forward for the June 29<sup>th</sup> meeting. It establishes that any funding formula will need 75% support (agree or can live with it) of the group, determined by both methods of 1.) weighted by population, and 2.) direct vote (one vote per district).

If consensus can not be developed around one funding formula, the group will try for consensus around two funding formulas. If two cannot be agreed upon, then three, etc.

Committee members will be able to take the proposed formulas back to their boards for consideration before the vote on June 29<sup>th</sup>. It was also suggested that the boards could authorize their representatives to cast votes on their behalf (without needing to authorize each vote as it emerges).

### **Who are the Participants, and What are the Barriers to Participation?**

In the work of citizen participation, who are we including? Businesses? Residents? Institutions? And how do you quantify that participation within a funding formula? Bob Kessler distributed two new spread sheets, based on:

- 1.) Population Per Capita and Business Factor – No Weighted Factors Used. This chart demonstrates the per capita amount per district council if jobs were applied to the funding formula (allocated by business population). Note: Districts with smaller populations have a higher number of businesses.
- 2.) Population Per Capita and Business Factor – With Weighted Factors Used. This chart gives an idea of the how the weighted factors would influence funding distributions. Note: Districts 12 and 16 still loose significant funding.

### **How was the original citizen participation funding formula determined?**

A discussion emerged on how the original funding formula was created. The first funding formula was developed in 1990. Prior to that the district councils just applied for money. Originally the districts that were less organized or hadn't existed were at a disadvantage. Some districts didn't apply for any money while others like St. Anthony Park applied for higher levels of funding, and got it. In 1990 the formula was set with a base at \$30,000. Population and Poverty (200%) were also factored in to the \$510,000 funding allocation. Any subsequent additional funding was distributed evenly across the board. There were increases every 3 – 4 years (in 1994 and in 1997).

### **Consider competitive grant application process**

One option that was offered by a committee member was to divide the funding into two pots. A base level of funding would be available to all district councils. The rest would be designated through an annual competitive grant application process. District councils could

apply for additional resources above their base level of funding to address various needs or opportunities.

Some questions were raised about how a competitive process would work. Would some districts have a greater advantage over others? Would the City manipulate the grants to serve their own purposes?

### **Breaking-up / Merging Districts**

Districts with larger populations should be given the option of breaking up into smaller districts if all districts are given even amounts of funding regardless of population. The City currently has a policy that requires 100% agreement by those effected by the old and new boundaries (Bob Kessler will bring the "changing boundaries" policy to the next meeting). Some suggested that a set aside be established to create new districts or help others to merge. Another option is to create standards that a new district council would be required to uphold to receive funding. Questions were asked about whether Community Development Block Grant funding could be used to expand service areas by creating new district councils. City staff explained that 15% of CDBG is allocated for services (a federally set percentage) and the rest goes to capital improvements. Existing CDBG is allocated to citizen participation, but that amount will likely not increase without providing new services.

The discussion about options for changing district boundaries was tabled for a later discussion.

Civic Organizations Partnership Program (COPP)  
COPP was discontinued in 2004. Some of the COPP funds (\$443,913) were used to fund the new Non Profit Performance Contract Program (NPPCP). In 2004 these funds have been allocated to fund three city wide programs: 1) St. Paul Youth Services 2) St. Paul Domestic Abuse Intervention Project and 3) the Southern Minnesota Regional Legal Office. These programs were funded with \$216,000. It is (\$50,000 of General Fund dollars) and (\$166,000 of CDBG dollars). That left \$227,913 for use within each ward (\$32,559 per ward made up of \$12,666 of General Fund dollars and \$19,893 in CDBG dollars).

Some District Councils have been applying to their Councilmember for NPPCP funding to make up for the 7% cuts. Additional funding for District Councils could come from this pot of money in 2005. Not all District Councils will be eligible for CDBG dollars. Those Ineligible Districts could possibly get GF dollars.

**Should the formula provide weighted factors for # of residents? # of businesses?  
And should we add others (i.e. institutions)?**

### ***Check in with Committee Members***

- Concern about a competitive grant process (emphasizes advantages / disadvantages between districts, and fear that City will cannibalize grant system for their own purposes). Haven't seen the option of creating standards for all district councils (existing and new) to receive funding.
- Tie performance to funding (like Minneapolis). There should be a base of support. Districts should be allowed to break up into smaller councils.

- City staff -- An evaluation process for district councils is currently in place. District Council goals and accomplishments are reviewed annually, but they are not tied to funding. However, the City reserves the right to hold funds if concerns arise (which has happened in the past).
- Feeling overwhelmed by the spread sheets (a lot of numbers to digest). The closest option is C, which understands and supports the need for all district councils to have sufficient funding to do work. It doesn't knock down some as deeply as other options. And allows the ability to add on funds to address specific needs. Preference for the Minneapolis NRP which gives more control to neighborhoods over discretionary funds, with smaller neighborhoods which makes it easier to communicate.
- In considering reform to the system, form should follow function. In citizen participation, poverty is an important factor. The phased approach makes sense and honors the work of the councils. Of utmost concern is that all districts can continue functioning (even though some districts gain).
- There is a rationale to use the number of businesses as a base for citizen participation funding. Businesses create more work for districts (i.e. zoning issues). They are also a potential revenue source. Many district councils have business representatives that serve on the boards.
- District 7 Board of Directors has asked themselves "Where's our value?" Is there a higher value in getting to equity within the system, or in getting as much money for our district as possible? The answer is yes. The issue of equity has emerged as the stronger value, yet we also realize that we need to work to not loose funding for our district. Agree on an initial base of funding based on population. The unanswered question is which districts will be interested in splitting, and how will that alter the resources.
- Support for a city-wide system. There is strength in all parts being supported. No district should be lost. We need to identify how the district council system saves the City money. Make the argument to the City for adequate funding to provide citizen participation services. We also need to build in options to split or merge, with money to back that up. Downtown is the fastest growing neighborhood (in terms of population) in the city. In addition, downtown has the highest number of people that enter the neighborhood each day. (These are factors that are not consideration in a population-weighted formula.)
- Our board has set a squeal level at 10%. If funding was cut by more than 10% (based on this year's figures) our board has determined that they would disband the organization. At that point they feel they could no longer participate as an organization (there is no point in limping along).
- Why hasn't crime prevention funding been included in this discussion?
- Bottom line is that the district council system need to stay whole -- intact. Agree with the need to consider the money that is saved because the district council system is in place (i.e. cost of flyering, dealing with issues, etc.). Also, districts are able to leverage other resources within the community, such as support from businesses. Businesses need to be counted in how funding is designated. Institutions such as St. Cates are also important factors.
- 75% of staff time is working with businesses, and often at odds with the Chamber of Commerce. If the focus shifts to residential issues, it will shift the work of the organization

toward more human resources. The board wants to maintain the business factor. Support a funding formula that is most fair to everyone, and doesn't produce the most hits. The board also expressed concern that the Special Committee to consider these issues was composed predominately of staff. Should they be in a deciding role given the obvious conflict of interest? The board felt that citizens should have a greater role in the final decision.

- Recognition of the inequity in the current system, but it should be solved by providing additional funding to areas of need. Staff may have an inherent conflict of interest, but they are also the most knowledgeable about resource needs for the organization, and for the full boards to participate it would be a logistical nightmare.
- Citizen participation is the bottom line, and it means something different for each council. Maybe each council can determine its own factors, unique approach, within a range of variables. Each planning council gets one factor from a list of need variables. Business issues came up from more districts than any other thing. The turnover of staff and volunteer leadership is another issue that needs support. There is no institutional memory to phase in new people and this is deteriorating the capacity of the larger system. City staff could be dedicated to support training and maintaining the institutional memory.
- The stability of staff is related to the limited funding to support them. The result is high turnover. Citizen participation is the goal. The barriers are language and poverty. Identify what the common barriers are among us all to provide the direction for a funding formula.

#### **Funding proposal for consideration**

Repke Option 3, providing a \$35,000 funding base for all districts. The Repke Option 3 formula is initially weighted (with 6 district councils not achieving the \$35,000 base) by population, poverty, and non-english speaking adults, but brings all districts up to the base funding through an additional \$100,000 for the system. It also does not require a phase in.

#### **AGREEMENT - Repke Option 3, providing for a \$35,000 base per district (requiring \$100,000 of additional funding). One dissenting vote.**

The dissenting vote wanted jobs built in, or some way to combine population with jobs. Others argued that jobs as a weighted factor only benefits downtown, and would cause 5 districts to be below the base funding of \$35,000.

Perhaps funding formula could be reviewed in a few years to consider impacts, make adjustments if needed.

Committee members were encouraged to discuss the funding proposal with their boards. A final recommendation will be needed in writing by July 1<sup>st</sup>.

#### **Other issues for further discussion:**

##### **How would funding change over time?**

- Would all increases be spread across the board or by population?
- When new census data is in would the funding allocations be recalibrated?

**District Councils interested in splitting or merging**

- Create a funding set aside?
- Review of current policies, and whether new recommendations are needed.

**MEETING NOTICE AND AGENDA**  
**2004 Ad Hoc Committee On Citizen Participation**  
**TUESDAY, MAY 25<sup>th</sup>, 10:00 A.M.**  
**North Dale Recreation Center, 1414 North St. Albans Street, Saint Paul MN**

**Proposed Detailed Agenda**  
**(Use Name Tags To Identify Individuals And Their Affiliations)**

- I. Recap of the Decision on the Funding Formula and Review of Meeting Summary Documentation of May 18, 2004, Provided by Gretchen Nicholls

Remaining Funding Issues (To Be Addressed on June 1st):

1. Application of Annual Increases
2. Review of Basic Formula in 3-6 Years
3. Mergers, Splits and Boundary Changes (Current Procedure Provided)
4. Need Written (Or Email) Confirmation, Rejection, And/or Comments on the Funding Formula from All Districts by July 6, 2004

- II. Review How Ground Rules Established on May 11, 2004, Are Being Used and Applied:

- Everyone Will Have an Opportunity to Participate-- the More Talkative Members Will Be Given Time Limits If Necessary
- Insure a Balance to All Points of Discussion by Covering All Sides of an Issue
- Make Sure Issues Are Framed Correctly
- Use Consensus Method of Decision Making (Thumbs up or Sideways)  
*If Consensus Can Not Be Reached Use a 75% Majority Vote (Both Weighted Vote and Unweighted 19 Votes) to Make Decision(s)*

- III. Discussion of Format and Need for Meeting on June 29<sup>th</sup>

- A. Is a Meeting Still Needed If the Work Can Be Accomplished by the Whole Group Working Together? Is it a Good Idea to Have a Meeting for the Benefit of the Larger District Council Constituency to Affirm These Important Issues?

- IV. Inclusiveness Discussion (Questions to Start the Discussion)

- A. What Is Inclusiveness? Is Inclusiveness a Basic Principle of All District Councils? How Inclusive Are We Now? How Do We Measure Inclusiveness? How Can We Become More Inclusive? What Resources Are Available to Assist? Can We Lay out a Plan to Become More Inclusive?

- V. Agenda Items for June 1<sup>st</sup> Meeting:

- A. Accountability and Performance Measurement.
- B. Staffing Needs
- C. Remaining Funding Issues
- D. Other Issues and Concerns

Use June 8<sup>th</sup> and 15<sup>th</sup> as Back up Dates If Needed

# St. Paul 2004 Ad Hoc Committee on Citizen Participation

May 25, 2004  
North Dale Recreation Center  
10:00 a.m. – 12:15 p.m.

## Meeting Notes

*In attendance:*

<u>Name</u>	<u>Organization</u>
1) Ken Smith	City Council
2) John Thoemke	D-6
3) Sheila Lynch	D-17
4) Theresa Heiland	MPCC-D-13
5) Kristen Kidder	D-7
6) Beth Ulrich	PED
7) Bob Spoulding	MGCC-D-14
8) Jeff Roy	D-16
9) Betty Moran	West 7 <sup>th</sup> (D-9)
10) Leslie McMurray	D-5
11) Jim McDonough	D-8
12) Joe Spencer	D-3
13) Chuck Repke	D-2
14) Nachee Lee	D-4
15) Ann Mueller	D-1
16) Joel Spoonheim	PED
17) Bob Cardinal	Business Review Council
18) Anneliese Detwiler	SHCC-D-13
19) Jessica Treat	LHCC-D-13
20) Claire O'Connor	HMC-D-11
21) Gayle Summer	HDC 15
22) Sue McCall	D-10

### Review of funding formula proposal

An overview was given of the funding formula proposal (Repke Option #3) discussed at the May 18<sup>th</sup> meeting which includes:

- 80% allocation based on population
- 15% allocation based on poverty (100% AMI)
- 5% allocation based on percent of non-English speaking adults
- \$35,000 minimum base level of funding (\$95,326 additional funds to system provided by City)

Sheila Lynch (District 17) proposed a new formula that includes:

- 75% allocation based on population

- 15% allocation based on percent of poverty (100%AMI)
- 5% allocation based on percent of non-English speaking adults
- 5% allocation based on percent of employees
- \$37,000 minimum base level of funding (\$90,144 additional funds to system provided by City)

#### **Discussion by committee members**

- Jobs in the formula creates no direct impact on increasing low funding to districts.
- Businesses should be included, have impact on the work of district councils.
- Gap to \$35,000 is less with jobs.
- Districts along Grand Avenue, downtown, and other main corridors are impacted by businesses/ jobs.
- Base of \$37,000 helps to make up for diminished funding over the years.
- Difficult to get formula that does what everyone would like.
- Consider option of a competitive fund to address unique needs of neighborhoods.

Bob Kessler will check in with Districts 9 and 11 (not in attendance) to see what they think.

#### **Meeting Schedule – Is June 29<sup>th</sup> meeting needed?**

The Committee was asked whether it was still necessary to hold a final meeting on June 29<sup>th</sup> given that the work was now being done as a committee of the whole rather than the original breakout of subcommittees. Some committee members felt it was important to have wider citizen input, and to allow volunteers to participate. One board of directors expressed concern that the Committee was made up of staff members, and the broader community meeting would open the discussion to the broader citizenry. It was also noted that individual councils could make their own decisions about who should attend. Only district councils would be able to vote on June 29<sup>th</sup>.

The objective would be to provide broad community support. The group was cautioned that building broad support must not push back deadline. It is important to provide recommendations in time for the Council to discuss in July, and to coincide with the Mayor's budgeting process.

Another option would be to hold a City Council policy session rather than a large community meeting. Committee members reflected on the charge to provide recommendations, and were concerned that they may get undermined if strong consensus wasn't presented to the Council.

**AGREEMENT – The District Councils would host a community meeting on Tuesday, June 29<sup>th</sup> at 7:00 p.m. (location to be determined) to present their findings / recommendations and to build community support. The final recommendations will be packaged for the City Council by July 12, 2004.**

#### **June 8<sup>th</sup> Meeting**

Additional questions that still need further discussion include:

- Do we adjust the funding formula to integrate jobs / \$37,000 base?
- How to allocate any new funding?
- Resources for merging / splitting up districts?

**AGREEMENT – To meet on June 8<sup>th</sup> (previously held as a back-up date) to address remaining questions.**

#### **Inclusiveness Discussion:**

*What is inclusiveness?*

*Is inclusiveness a basic principle of all district councils?*



*How inclusive are we now?*

*How do we measure inclusiveness?*

*How can we become more inclusive?*

*What resources are available to assist?*

*Can we lay out a plan to become more inclusive?*

- Bob Hammer prepared an overview of the district council reports that identify efforts to broaden citizen participation and outreach. The report identifies many methods whereby the councils are addressing the issue of inclusiveness.
- The St. Paul Planning Commission sited the lack of inclusion within district councils as a problem. We have a shared understanding of the problem, but there has not been a lot of coordinated effort to address it.
- City Hall (officials and key staff) will be participating in training and workshops on equal access. They will be developing a plan to be more inclusive.
- Need greater outreach efforts to engage communities of color / low income / non-traditional communities. The gauge for determining the success of that outreach is not necessarily how many people are sitting on our boards of directors.
- Does diversity mean having a diverse board? It doesn't start with the board. The board is an indicator, but there are other ways that diversity exists within the work of an organization.
- The base is increasing the level of commitment and leadership development. It trickles up from there.
- The issue is more systemic than making our boards diverse. Tokenism gets us nowhere.
- Involvement in activities and programs don't necessarily produce board members.
- People will participate in issues that are of interest to them.
- In a racist society barriers are known and unknown. Need to identify indicators that could help us gauge how well we are integrating diverse cultures. The process is long, developmental, complex.
- Need to develop indicators for inclusion. Who is making land use decisions? Is the board diverse? Staff? Vendors? Assess the effectiveness of outreach.
- Need to educate people about why district councils are important. People don't get involved is because they don't understand what district councils do. How they are different from other nonprofits? Why it is important to be involved. Help people understand the purpose and need for district councils.
- New arrivals don't understand how to engage in civic processes.
- Need to look for new models of engagement, new measures of indicators, new opportunities to bring people together. Activities that build relationships are hard to document.
- The Center for Policy Planning and Performance has developed an assessment tool to help organizations identify indicators of progress in building inclusive practices and policies.

- Barriers to access include: language, education, child care, etc.
- Can't force people to participate. If they see relevance to their interests they will participate. Feeling frustrated that the committee is trying to address so many huge issues in short time frame.
- If more money is requested from the City to support district councils, there must be a reason why that money is needed. How will the district councils improve the services they are providing?
- Inclusiveness is about who is in your neighborhood. If issues are important to them, they will be there.
- We have to recognize how we are a part of a culture of exclusion and systematic racism. To address it we must work from the ground up.
- Issues that district councils work on reflect who is showing up.
- District 5 is committed to diversity, has received funding for building diversity, and still has work to do.
- Measure outcomes – what extra efforts are we employing to engage people that usually don't participate, document what is being done.

**Break out discussions:**

**MEETING NOTICE AND AGENDA**  
**2004 Ad Hoc Committee On Citizen Participation**  
**TUESDAY, JUNE 1st, 10:00 A.M.**  
**North Dale Recreation Center, 1414 North St. Albans Street, Saint Paul MN**  
**Proposed Detailed Agenda**  
**(Use Name Tags To Identify Individuals And Their Affiliations)**

- I. Review Ground Rules Established on May 11, 2004::
1. Everyone Will Have an Opportunity to Participate-- the More Talkative Members Will Be Given Time Limits If Necessary
  2. Insure a Balance to All Points of Discussion by Covering All Sides of an Issue
  3. Make Sure Issues Are Framed Correctly
  4. Use Consensus Method of Decision Making (Thumbs up or Sideways)  
*If Consensus Can Not Be Reached Use a 75% Majority Vote (Both Weighted Vote and Unweighted 19 Votes) to Make Decision(s)*
- II. Review Meeting Summary Documentation Provided by Gretchen Nicholls
1. Recap of the Work Accomplished on May 25<sup>th</sup> and Review of the Reports Provided by Leslie **McMurray**, on the Barriers to Inclusiveness, **Joe Spencer** on Establishing Outcomes for Inclusiveness, and **Chuck Repke**, on How to Measure Inclusiveness.
  2. Remaining Funding Issues (To Be Addressed on June 8th):
    - A. Application of Annual Increases
    - B. Review of Basic Formula in 3-6 Years
    - C. Mergers, Splits and Boundary Changes (Current Procedure Provided)
    - D. New Formula Refinement Options from Sheila Lynch and Chuck Repke
    - E. Staff Support Needs And/or a Special Pot of Money for Unique Needs or Innovative Projects for One or More Districts?
- III. Remember We Need Written (Or Email) Confirmation, Rejection, And/or Comments on the Funding Formula from All Districts by July 6, 2004. (And perhaps for Your Inclusiveness and Accountability Goals as Well--see V. Below)
- IV. General Meeting Scheduled for Tuesday, June 29<sup>th</sup>, from 7:00 to 9:00 P.m. at Dunning Recreation Center, 1221 Marshall Avenue.
- V. Conclusion of Inclusiveness Discussion (Identify Possible Follow up Steps or Options for District Councils. Proposal: *Based on the Options Available and Identified in Your Work So Far, Each District Council Would Be Asked to Send a Report to the City Council (And PED) on What They Intend to Do, to Enhance or Expand Their Inclusiveness Efforts in the next 12 to 18 Months.*
- VI. Address Issues of Accountability. What Are the Criteria for Accountability for District Councils? Can We Identify Two or Three Criteria? (In Addition to Inclusiveness Efforts.) How Would These Be Measured and Who Would Do the Measurement?

Use June 15<sup>th</sup> as Back up Date If Needed

# St. Paul 2004 Ad Hoc Committee on Citizen Participation

June 1, 2004

North Dale Recreation Center

10:00 a.m. – 12:00 p.m.

## Meeting Notes

### *In attendance:*

<u>Name</u>	<u>Organization</u>	<u>Email</u>
1) Ken Smith	City Council	<a href="mailto:ken.smith@ci.stpaul.mn.us">ken.smith@ci.stpaul.mn.us</a>
2) John Thoemke	D-6	<a href="mailto:dist6@gbronline.com">dist6@gbronline.com</a>
3) Sheila Lynch	D-17	<a href="mailto:capriver@usfamily.net">capriver@usfamily.net</a>
4) Theresa Heiland	MPCC-D-13	<a href="mailto:ccmerriam@agiliti.net">ccmerriam@agiliti.net</a>
5) Kristen Kidder	D-7	<a href="mailto:district7@integraonline.com">district7@integraonline.com</a>
6) Beth Ulrich	PED	<a href="mailto:beth.ulrich@ci.stpaul.mn.us">beth.ulrich@ci.stpaul.mn.us</a>
7) Bob Spaulding	MGCC-D-14	<a href="mailto:bob@macgrove.org">bob@macgrove.org</a>
8) Jeff Roy	D-16	<a href="mailto:summithill@visi.com">summithill@visi.com</a>
9) Betty Moran	West 7 <sup>th</sup> (D-9)	<a href="mailto:betty@fortroadfederation.org">betty@fortroadfederation.org</a>
10) Leslie McMurray	D-5	<a href="mailto:ds-director@visi.com">ds-director@visi.com</a>
11) Jim McDonough	D-8	<a href="mailto:district8@tcpost.com">district8@tcpost.com</a>
12) Joe Spencer	D-3	<a href="mailto:joe@wsco.org">joe@wsco.org</a>
13) Chuck Repke	D-2	<a href="mailto:chuckrepke@aol.com">chuckrepke@aol.com</a>
14) Nachee Lee	D-4	<a href="mailto:nachee@daytonsbluff.org">nachee@daytonsbluff.org</a>
15) Ann Mueller	D-1	<a href="mailto:district1council@aol.com">district1council@aol.com</a>
16) Joel Spoonheim	PED	<a href="mailto:joel.spoonheim@ci.stpaul.mn.us">joel.spoonheim@ci.stpaul.mn.us</a>
17) Bob Cardinal	Business Review Council	<a href="mailto:bob@calhouncompanies.com">bob@calhouncompanies.com</a>
18) Anneliese Detwiler	SHCC-D-13	<a href="mailto:shcc@snellham.org">shcc@snellham.org</a>
19) Jessica Treat	LHCC-D-13	<a href="mailto:lexham@lexham.org">lexham@lexham.org</a>
20) Claire O'Connor	HMC-D-11	<a href="mailto:coconnor@hamlinemidwaycoalition.org">coconnor@hamlinemidwaycoalition.org</a>
21) Gayle Summers	HDC 15	<a href="mailto:hdc@visi.com">hdc@visi.com</a>
22) Sue McCall	D-10	<a href="mailto:district10@comopark.org">district10@comopark.org</a>
23) Bob Kessler	Council Research	

### In review:

The Committee reviewed the May 25<sup>th</sup> meeting notes. Recap of the break-out group findings.

Ken Smith offered a Citizen Participation Discussion / Thinking Points summary to assist the Committee in their conversations on inclusiveness and accountability.

June 8<sup>th</sup> was added as an additional meeting, and will include the following topics:

- Application of annual increases
- Review of Basic Formula in 3 – 6 years
- Mergers, splits and boundary changes
- New formula refinement options from Sheila Lynch and Chuck Repke

- Staff support needs and/or a special pot of money for unique needs or innovative projects for one or more districts

The Committee was reminded that written or email confirmation, rejection, and/or comments on the funding formula was needed from all Districts by July 6, 2004 (and perhaps any position they may have RE: inclusiveness and accountability).

A general meeting has been set for Tuesday, June 29<sup>th</sup> from 7:00 – 9:00 p.m. at Dunning Recreation Center, 1221 Marshall Avenue.

## **Inclusiveness**

*Purpose – to identify possible follow-up steps or options for District Councils to undertake that address the need for greater inclusiveness.*

**Proposal: Each District Council would be asked to send a report to the City Council (and PED) on what they intend to do to enhance or expand their inclusiveness efforts in the next 12 – 18 months.**

*Two existing reports (Hamline Midway Coalition and Summit Hill Association) were offered as excellent examples of how that could be done.*

## **Discussion:**

Take offense at the assumption that District Councils aren't doing things to be inclusive. 99% of them are working very hard at being inclusive.

Important to document what those efforts are and how District Councils are measuring it.

District Councils already report on their efforts (submitted to the City) but the question is whether anyone ever reads it. Information is not made public. So accusations turn into proof. Confidence that any evaluation will prove how well District Councils are doing.

Where does the perception the District Councils aren't doing a good job at inclusiveness come from?

What we are really talking about is accountability and evaluation – documenting inclusiveness is a part of that.

Look around the room – the boards and staff do not represent the diversity of our communities. The assumption is that that is happening because we don't want to be representative – which is not true. The City is asking the wrong question. Rather than ask what the District Councils will do to address inclusiveness, they should be asking how they can help us in achieving that goal. We need funding to attract competent, diverse staff, and other support to create diversity within our organizations.

One suggestion was to have all District Councils uniformly state their intent or goal to improve inclusiveness in their contracts with the City.

The assumption that District Councils are not inclusive is due to the lack of detail in reports about what they are doing to address the issue. Some reports aren't very thorough, and don't communicate the efforts that they have taken.

Suggestion to standardize the reporting by District Councils to identify quality and quantity of inclusiveness (i.e. document topics addressed, outreach, communication) that measures things in a consistent manner so that you can compare change over time.

The Planning Commission's concern over inclusiveness was in a broad way. Do District Councils work toward a broad point of view, or do they recruit people with the same vision as the board members (narrow parameter of viewpoints)?

What does the City do to be more inclusive in their own systems? Can we learn from things that work?

The City has staff to recruit diverse representation (i.e. the task force for the new police chief). This has been an effective mechanism to get fresh involvement, not just the "usual suspects."

District 6 tries to attract diverse staff, but we can't compete for salary – minority candidates get hired elsewhere for better paying jobs. Most meetings are staffed by volunteers. We are working to get new immigrants involved, but they have a strong distrust of government.

Who is interested in being on our boards? Neighborhoods deal primarily with issues of land use to strengthen property values – to improve the livability of the neighborhood. Homeowners are more likely to be involved because of that, and that's not likely to change.

Document the barriers:

- Create a baseline (where are you now?)
- Describe the barriers
- These are the efforts we are doing
- This is how we will measure

The Summit Hill and Hamline Midway reports prove that District Councils are doing it. How do you make others aware of the good work?

Does the format matter? How can you assure that the information gets read?

Describe how we are getting people involved in a simple and effective way, and get the word out.

The District Councils need to be okay with what is in the contracts. The City only cares that we have a plan.

The City leaves it up to the councils to determine how the contract is accomplished – similar to the crime prevention strategies.

District Councils will take contracts out regularly to review progress, stay on track with their commitments.

Push back on the City to not add more administrative work to District Councils – don't add more reports (very time consuming to do). The city staff that are designated to read the District Council contracts need to keep up on the efforts. The question should be: What will the City do to facilitate what already exists rather than adding on more and more requirements?

Consider ways to track inclusiveness for all funding sources rather than just the City – not asking for new work, just better ways to streamline.

Because all District Councils do different work, address different needs, define different goals, is there a way for all 19 contracts to identify one common goal?

#4 Community Outreach (already in the current contract format) is the best place to identify inclusiveness goals and activities. Need to standardize questions (i.e. distribution of flyers, mailings, etc.) that shows change or progress, allows people to track over time what is different.

Important to find a tool that is more specific and creates the ability to aggregate data – figure out how to strengthen the system / report on things as a group. It's hard to provide summary reports the way information is reported now.

Question to committee members looking for effective strategies for getting renters involved. How can we learn from one another?

**AGREEMENT – Joe, Leslie, and Chuck will draft recommendation for full Committee to consider on how Question #4 can be standardized with more specific reporting requirements.**

### **Accountability**

Ken Smith referred the Committee to the list of questions provided on the thinking points handout. Another question was raised: What do others think about our accountability?

#### **Question 1: Who is your District Council accountable to?**

- Residents and businesses
- Membership – people who live, work, or volunteer in the neighborhood
- Accountable through basic democracy
- Foundations / funders that support our work
- IRS
- Boards can be turned over yearly – there is accountability built into the system
- St. Paul PED
- City Council Members
- Stakeholders – primarily residents, others are weighted differently (institutions, businesses, other property owners, etc.)
- City as a whole (city-wide system)
- Program partners, other district councils
- District Council system accountability:
  - Process
  - Plan
  - Fiscal

#### **Fiscal reports are required. How do District Councils report on other elements of their work?**

- Financial statements are public information.
- Some do yearly audits that are available to the public.
- Program outcomes are the primary reporting done by some district councils – shared with residents and partners. Financials are reviewed regularly by the board and the City (PED).

Need assistance from PED to update plans. Some are 7 – 8 years old. This would demonstrate our desire to be accountable and to update outdated information.

Suggestion that 2 –3 shared success measures be defined – outcomes for the system (i.e. public evaluation of development projects, update of plans, inclusive measures, etc.)

District Councils are occasionally flagged for financial reasons. Hard to afford an audit (sometimes cost is 10% or more of total budget). Need financial reporting standards to be established to provide uniform reporting.

Important to be accountable with tax dollars. Boards should have effective training on financial management. Concern over segregation of duties given the small size of these organizations.

Strong support for a checklist for financial accountability. What are we currently doing? Where is the gap or areas for improvement?

Financial accountability was one of the main concerns raised by the Planning Commission.

Resources that are available for financial accountability training, oversight:

- Council of Nonprofits – checklist for financial systems
- Community Loan Technologies – training for boards and staff on financial management / responsibilities

Other resources needed:

- Treasurer's training (maybe an orientation similar to the Minneapolis Neighborhood Revitalization Program's training programs)
- Manual for treasurers

Elected boards – the board needs to be aware of their responsibilities, and have access to training.

Accountability should emphasize learning and improvement rather than punitive impacts. Comparisons between district councils should not be competitive, but rather help everyone achieve better systems of accountability through common practices.

PED staff used to annually review the day to day operations – very helpful oversight to point out areas for improvement and ideas for how to do it. PED now hires an outside auditor to conduct periodic reviews based on identified problems or whoever hasn't had one for a while.

District Councils pick up poor business practices – get lazy. Good communication is not forthcoming. Systems need to notify boards that problems exist.

Policies and procedures need to be in place that have board agreement and staff enforcement.

Breakdown happens when people are so familiar with one another – too much trust.

Boards must remain accountable to the broader community.

#### **Criteria for Accountability:**

- Identify issues
- Number of public meetings
- Board decision making process
- Board adopted financial procedures (check and balance)
- Tracking outreach techniques (not always rely on flyering)
- Financial policies / procedures
- Outreach



- Communication with other partners
- Annual goals / objectives
- How decisions are made
- Maximum segregation of responsibilities (financial system check and balance) – hard to do in small organizations
- Regular audits
- Hard copy invoices for every financial transaction
- Organizational (process) / fiscal / board
- Staff hiring and firing
- Evaluation framework for organizational accountability
- Collaborative partnership – what do district councils contribute
- Community outcomes – track changed condition of community (i.e. crime, housing, youth, employment, etc.)
- Fulfilled agreements
- Leadership development – skill development
- Fiscal responsibility – annual budget
- Monthly staff reports
- Members' annual commitment / monthly commitment (tracking of regularity of involvement)
- Financial – audits could be more cost effective if all 19 councils were packaged together.
- Inclusiveness
- Decision making process (how are issues defined, compliance with plan, communication, etc.)
- Board process
- Outreach effort / methods
- Staff selection
- Community requests (how respond / follow-up)
- City Council member – common issues
- Communication (what/who/when)
- Board process, procedures
- Staff oversight
- Board recruitment
- Auditor report to board as a whole
- Board training (e.g. how to read financial statements)
- Annual report with yearly financial statements
- Web sites

### **June 29<sup>th</sup> General Meeting**

Who will facilitate?

Proposal – Tom Gavinder (sp?)

Decision about the June 29<sup>th</sup> meeting facilitation will be included at the June 8<sup>th</sup> meeting.

**MEETING NOTICE AND AGENDA**  
**2004 Ad Hoc Committee On Citizen Participation**  
**TUESDAY, JUNE 8th, 10:00 A.M.**  
**North Dale Recreation Center, 1414 North St. Albans Street, Saint Paul MN**

**Proposed Detailed Agenda**

- I. Review Ground Rules Established on May 11, 2004:
  1. Everyone Will Have an Opportunity to Participate-- the More Talkative Members Will Be Given Time Limits If Necessary
  2. Insure a Balance to All Points of Discussion by Covering All Sides of an Issue
  3. Make Sure Issues Are Framed Correctly
  4. Use Consensus Method of Decision Making (Thumbs up or Sideways)  
*If Consensus Can Not Be Reached Use a 75% Majority Vote (Both Weighted Vote and Unweighted 19 Votes) to Make Decision(s)*
- II. Review Meeting Summary Documentation Provided by Gretchen Nicholls & Staff
  1. Recap of the Work Accomplished on June 1<sup>st</sup>
    - A. Criteria for Accountability and Measuring Accountability Using the Examples Created by the Group (See attached summary).
    - B. Follow-up Discussion on Inclusiveness Using the Reports Compiled by Leslie McMurray, Joe Spencer, and Chuck Repke. (Available Monday, June 7th)
  2. Remember We Need Written (Or Email) Confirmation, And/or Comments on the Funding Formula and the Planned Actions for Inclusiveness and Accountability by July 12<sup>th</sup>.
  3. What Are the Resources Available to Assist Districts Reach Their Goals for Inclusiveness and Accountability? (Wilder, Center For Neighborhoods, Center For Policy Planning and Accountability, etc.)
- III. Remaining Issues
  1. Application of Annual Increases & Review of Basic Formula in 3-6 Years
  2. Uniform Election Date(s)
  3. Mergers, Splits and Boundary Changes (Current Procedure Provided)
  4. New Formula Refinement Options from Sheila Lynch and Chuck Repke
    - A. Add Jobs to the Formula?
    - B. Establish Base Funding at \$35,000 or \$37,000
  5. Staff Support Needs and/or a Special Pot of Money for Unique Needs, Mergers, And/Or Innovative Projects for One or More Districts?
- IV. General Meeting Scheduled for Tuesday, June 29<sup>th</sup>, from 7:00 to 9:00 P.m. at Dunning Recreation Center, 1221 Marshall Avenue. How Should this Meeting Be Conducted? Facilitator Needed?
- V. Unfinished Business and Wrap Up. (Use June 15<sup>th</sup> If Needed?)

# St. Paul 2004 Ad Hoc Committee on Citizen Participation

June 8, 2004  
North Dale Recreation Center  
10:00 a.m. – 12:15 p.m.

## Meeting Notes

*In attendance:*

<u>Name</u>	<u>Organization</u>	<u>Email</u>
1) Ken Smith	City Council	<a href="mailto:ken.smith@ci.stpaul.mn.us">ken.smith@ci.stpaul.mn.us</a>
2) John Thoemke	D-6	<a href="mailto:dist6@gbronline.com">dist6@gbronline.com</a>
3) Sheila Lynch	D-17	<a href="mailto:capriver@usfamily.net">capriver@usfamily.net</a>
4) Theresa Heiland	MPCC-D-13	<a href="mailto:ccmerriam@agiliti.net">ccmerriam@agiliti.net</a>
5) Kristen Kidder	D-7	<a href="mailto:district7@integraonline.com">district7@integraonline.com</a>
6) Beth Ulrich	PED	<a href="mailto:beth.ulrich@ci.stpaul.mn.us">beth.ulrich@ci.stpaul.mn.us</a>
7) Bob Spaulding	MGCC-D-14	<a href="mailto:bob@macgrove.org">bob@macgrove.org</a>
8) Jeff Roy	D-16	<a href="mailto:summithill@visi.com">summithill@visi.com</a>
9) Betty Moran	West 7 <sup>th</sup> (D-9)	<a href="mailto:betty@fortroadfederation.org">betty@fortroadfederation.org</a>
10) Leslie McMurray	D-5	<a href="mailto:ds-director@visi.com">ds-director@visi.com</a>
11) Jim McDonough	D-8	<a href="mailto:district8@tcpost.com">district8@tcpost.com</a>
12) Joe Spencer	D-3	<a href="mailto:joe@wsco.org">joe@wsco.org</a>
13) Chuck Repke	D-2	<a href="mailto:chuckrepke@aol.com">chuckrepke@aol.com</a>
14) Nachee Lee	D-4	<a href="mailto:nachee@daytonsbluff.org">nachee@daytonsbluff.org</a>
15) Ann Mueller	D-1	<a href="mailto:district1council@aol.com">district1council@aol.com</a>
16) Joel Spoonheim	PED	<a href="mailto:joel.spoonheim@ci.stpaul.mn.us">joel.spoonheim@ci.stpaul.mn.us</a>
17) Bob Cardinal	Business Review Council	<a href="mailto:bob@calhouncompanies.com">bob@calhouncompanies.com</a>
18) Anneliese Detwiler	SHCC-D-13	<a href="mailto:shcc@snellham.org">shcc@snellham.org</a>
19) Jessica Treat	LHCC-D-13	<a href="mailto:lexham@lexham.org">lexham@lexham.org</a>
20) Claire O'Connor	HMC-D-11	<a href="mailto:coconnor@hamlinemidwaycoalition.org">coconnor@hamlinemidwaycoalition.org</a>
21) Gayle Summers	HDC 15	<a href="mailto:hdc@visi.com">hdc@visi.com</a>
22) Sue McCall	D-10	<a href="mailto:district10@comopark.org">district10@comopark.org</a>
23) Bob Kessler	Council Research	

**Review of June 1 Meeting Notes.** (No changes were made.)

### Accountability – Continued Discussion

Review of handout of Accountability Ideas from the June 1<sup>st</sup> Meeting which lists Criteria for Accountability and Measurements. The goal is to identify a set of standards and ways to increase accountability.

Themes that emerge from the list of criteria:

1. Outreach / Representation (inclusiveness of new and old residents)

2. Board Accountability / Stewardship / Governance
3. Informed / Informing Community (two-way communication)
4. Financial Accountability

*How will these areas be measured?*

- Measure efforts and results (i.e. mailings, number of people attending community meetings, etc.)
- Joe Spencer, Leslie McMurray, and Chuck Repke were asked to provide recommendations to the Committee for a standardized question that could be inserted into the existing district council contract format (replacing question #4) that would identify efforts for inclusiveness. In response, they distributed two handouts for consideration:
  - Data Collection and Evaluation Matrix for District Councils, and
  - Additional Questions for the District Council Contract – Becoming More Inclusive
- The data collection grid would help to establish a base line of current information, and set goals and projections for the upcoming year. The report identifies goals and a way to report on actual results. The report would be provided on an annual basis (upon renewal of the contract).
- Past contracts have documented the efforts undertaken by district councils to involve residents, but rarely does it document how well those efforts worked – the results.
- Suggestion to add web site (number of hits) if applicable to the data collection chart. Also, the number of people that participate on an email notification lists coordinated by district councils.
- Each district may use different technologies for monitoring progress. Important to identify what technologies they are using, and whether the City can make suggestions, bring in additional technical support. Inform technical training needs.
- Need to allow groups to individualize as well as report broadly on their results.
- Propose adding additional rows in Data Collection chart for:
  - Electronic contact,
  - Phone / Personal contact, and
  - Door to door contact.
- Some demographic groups will need added attention. Keep track of facts and figures as well as possible – inaccuracies are expected and imperfection is acceptable.
- Tracking the means and ends. Each group describes their organizational efforts. There are a menu of outreach options, and it is up to the organization to learn how successful their means are, and if they should be rethought if unsuccessful.
- How often are fiscal reports and audits required? Could the City coordinate an auditor to work with all district councils to facilitate a cost savings?
- Personnel / administration – comprehensive checklist to identify that needed policies exist and are updated. MAP (Management Assistance Project) has a list of standard administrative policies / procedures (i.e. discrimination, personnel, etc.) that could be used.

- The contract could have a separate question on board accountability and fiscal responsibility. Joe Spencer will work with Sheila Lynch (and Chuck Repke, Leslie McMurray, and Nachee Lee???) to provide a recommendation for that question and how to measure it (i.e. when were policies last reviewed by the board?).
- Each annual contract would include goals for the year and a report on results of last year.
- Caution against the danger of continuing to expect more with less. Some groups don't have much to improve, others do. How will documentation be received? Will it be acknowledged that we are working with different challenges and different pressures that influence our capacities to provide different results?
- Each council will set their own goals and determine how well they did to achieve them – and why.
- Results rely on circumstances. Need to do the best we can do without being fearful of measuring sticks. Results change if we lose staff or funding, if there are crisis issues that demand attention, etc. It is important that the information be used as a learning tool, rather than comparing the work of one organization to another in a punitive way.
- The “paranoia meter” will go down if those considerations were in place. Important to know:
  - What do they want from us?
  - How much do they actually need? (goal)
- Does PED actually read the contracts and know what's in them? City staff assured the committee members that contracts are read by those who are assigned to administer them – in this case PED.
- The accountability tools that are developed should be used to compare against an organization's own goals over time.

**Reminder that written and email confirmation on the funding formula and planned actions for inclusiveness and accountability must be provided by District Councils by July 12<sup>th</sup>.**

#### **Resources available to assist Districts reach their goals for inclusiveness and accountability**

Information on trainings, programs and assistance for dealing with inclusiveness and accountability was distributed to committee members from:

- Center for Policy Planning and Performance
- Wilder Foundation – Center for Communities
- Center for Neighborhoods

#### **Remaining Issues to be Discussed:**

1. Application of Annual Increases & Review of Basic Formula in 3 – 6 Years
2. Uniform Election Date(s)
3. Mergers, Splits and Boundary Changes (current procedure provided)
4. New Formula Refinement Options from Sheila Lynch and Chuck Repke
  - Add Jobs to Formula?
  - Establish Base Funding at \$35,000 or \$37,000
1. Staff Support Needs and/or a Special Pot of Money for Unique Needs, Mergers, and/or Innovative Projects for One or More Districts

## **1. Application of Annual Increases & Review of Basic Formula in 3 – 6 Years**

**AGREEMENT – Uniform, across the board allocation of any new funding. Review the formula when the new census or interim census estimates are available.**

## **2. Uniform Election Date(s)**

*A list of annual meeting dates identify April / May / October as the primary months for annual meetings. The list needed a number of corrections in that many of the dates were wrong.*

- Concern about getting speakers if all annual meetings were at the same time.
- Value in having the City advertise / promote the events in the press to encourage people to turn out for the annual meeting.
- Builds awareness and attendance.
- The benefits of holding annual meetings together should be an option – Councils should have independence to determine what works for them.
- Create synergy – this will be the 30<sup>th</sup> anniversary of the District Council system – we should celebrate it throughout the year, inviting many opportunities to promote its work.
- District 6 supports standardizing – provides an overall benefit.
- Some annual meetings are outdoor family events – need to provide options that are conducive.
- April annual meetings are often followed by election of executive officers in May. Want to be sure this can happen before summer, when attendance lags.
- April meeting allows for orientation of new board members during the summer slow-down.
- See great benefit in a full-page advertisement in the St. Paul Pioneer Press encouraging people to attend the annual meetings and get involved in their district councils (including a map). City-wide promotion is possible, but media won't do it for individual groups – value in coordination.
- Create excitement, open up process to people that haven't otherwise been involved – mass media attention to draw interest from a broader number of people.

**AGREEMENT – Standardize annual meetings in the months of April / May / October.**

- Suggestion to propose only one month (May).
- October is a good month because of upcoming elections, gives the opportunity for community to meet candidates, has a positive impact on attendance.
- Leave decision till the June 29<sup>th</sup> meeting so that board members are present to discuss the implications and opportunities – bring options to boards in advance to discuss.

## 1. Mergers, Splits and Boundary Changes (current procedure provided)

District 13 (including Merriam Park, Snelling Hamline, and Lexington Hamline) have proposed a split into two districts. One district would contain Merriam Park, and the other would contain Snelling Hamline and Lexington Hamline (the two organizations may or may not merge), honoring the natural boundaries of the three districts. As official districts, they would each receive the minimum funding provided.

- How do you reward merger? What requirements are needed for districts to split into multiple districts? What criteria should be in place (i.e. minimum population of 10,000 or 15,000)?
- Historically the three councils shared the funding provided to District 13. Merriam Park contained  $\frac{3}{4}$  of the population, but didn't receive the same ratio of resources.
- If districts are allowed to split, everyone will want to take advantage of the option of dividing into smaller areas, opportunity for more money.
- The smallest population of an existing district is 6,000 people. If all districts were allowed to be that size St. Paul could have 50 districts.
- Would the minimum funding drop if more districts were added? Will the City continue to fund the district council system if it creates more financial demands?
- The Committee reviewed the proposed funding formulas and discussed the prospect of additional money that could be added.
- Concern that we are working off a scarcity model verses asking for what we need. We won't get what we need if we don't ask for it. Better to identify and communicate to the City Council what it takes to do this work well than to figure out how to fit within a limited funding amount.
- Need to be pragmatic – is it better to wait on this question of merger or split?
- It isn't fair to wait for the District Councils that have been underfunded. Indication from City Council Members that they do want to make adjustments to correct inequities.
- Best case scenario would be to have smaller districts (approx 6000 population) – we should submit a projection for what that would cost and what that would mean. What we really need to do is to invest in a quality system.
- Caution – Refer to the situation in Minneapolis to see the consequences of having so many (66) neighborhood organizations:
  - High competition with each other for other resources / private funding
  - Heavy reliance on City funding for survival
  - Limited ability to have meaningful relationships with City Council Members
  - Question the system's sustainability
- Smaller organizations provide the option of sharing resources.
- Ineffectiveness to what smaller organizations would be able to bring.

- Focus on what is politically realistic / strategic for strengthening the system. Rather than shock the City Council by saying that we need \$1.5 to address the needs of district councils, we should take the opportunity to take a step forward. Don't want to shoot our credibility – need gains.
- District 2, because it is so small, carries the majority of subsidy in the system. The system, as it currently stands, continues to be unfair and provides advantages to some districts.

Bob Kessler asked the Committee to table the discussion until the next meeting. The Committee agreed.

#### **1. New Formula Refinement Options from Sheila Lynch and Chuck Repke**

- The formulas differ in the minimum base (\$35K or \$37K), and each requires a different needs for additional resources to current funding.
- Lynch option puts base funding into the system at the front end before the formula is drawn (additional resources are provided for weighted formula). The gold spreadsheet (Lynch Option - \$690,300 base) reduces the subsidy per district.
- We must present a clear rationale to the City Council for an increase of funding.

**AGREEMENT – Support for Lynch Option - \$690,300 base formula. One abstained, one opposed.**

- Opposition because the districts that have larger populations are not compensated sufficiently.

**AGREEMENT – Add meetings on June 15<sup>th</sup> and June 22<sup>nd</sup> to address additional issues (i.e. Merger / Split) and to solidify recommendations for the June 29<sup>th</sup> public meeting.**



**MEETING NOTICE AND AGENDA**  
**2004 Ad Hoc Committee On Citizen Participation**  
**TUESDAY, JUNE 15th, 10:00 A.M.**  
**North Dale Recreation Center, 1414 North St. Albans Street, Saint Paul MN**

**Proposed Detailed Agenda**

- I. Review Ground Rules Established on May 11, 2004:
  1. Everyone Will Have an Opportunity to Participate-- the More Talkative Members Will Be Given Time Limits If Necessary
  2. Insure a Balance to All Points of Discussion by Covering All Sides of an Issue
  3. Make Sure Issues Are Framed Correctly
  4. Use Consensus Method of Decision Making (Thumbs up or Sideways)  
*If Consensus Can Not Be Reached Use a 75% Majority Vote (Both Weighted Vote and Unweighted 19 Votes) to Make Decision(s)*
- II. Review Meeting Documentation for June 8<sup>th</sup> Meeting Provided by Gretchen Nicholls & Staff
  - A. Review Agreements Reached June 8th:
    1. An Explanatory Note or Caveat Needs to Accompany the Proposed Measurements. The Gist of the Note Is That Each District Is Unique and Each Needs to Be Judged Individually Based on Their Unique Circumstances and History.
    2. Future Increases Should Be Applied Equally Across the Board to Each District. The Distribution Formula Will Be Revised Based on the Decennial Census, and the Mid-Decade Census Estimates Promulgated by the US Census Bureau.
  - B. Review Criteria for Accountability and Inclusiveness (Diversity) and the proposed Measurements Created by the Group (See Spreadsheet From Sheila Lynch)
  - C. Confirm That We Need Written (Or Email) Confirmation, And/or Comments on the Funding Formula, the Planned Actions for Inclusiveness and Accountability, and Any Other Proposals by July 12<sup>th</sup>.
- III. Remaining Issues
  - A.. Elections in April or May and October.
  - B. Final Formula Options from Sheila Lynch and Chuck Repke (District Splits?)
  - C. Staff Support Needs and/or a Special Pot of Money for Unique Needs, Mergers, And/  
Or Innovative Projects for One  
or More Districts?
- IV. General Meeting Scheduled for Tuesday, June 29<sup>th</sup>, from 7:00 to 9:00 P.M. at Dunning Recreation Center, 1221 Marshall Avenue. **How Should this Meeting Be Conducted? Facilitator Needed?**
- V. Unfinished Business and Wrap Up. (Use June 22<sup>nd</sup> If Needed?)

# St. Paul 2004 Ad Hoc Committee on Citizen Participation

June 15, 2004  
North Dale Recreation Center  
10:00 a.m. – 12:15 p.m.

## Meeting Notes

### *In attendance:*

- |                       |                                 |
|-----------------------|---------------------------------|
| 1. Sheila Lynch       | D-17 Capitol River Council      |
| 2. Sue McCall         | D-10                            |
| 3. Gayle Summers      | HDC #15                         |
| 4. Claire O'Connor    | HMC #11                         |
| 5. Jeff Roy           | D-16                            |
| 6. Leslie McMurray    | Payne Phalen D-5                |
| 7. Anneliese Detwiler | Snelling Hamline D-13           |
| 8. John Thoenke       | D-6                             |
| 9. Nachee Lee         | D-4/Dayton's Bluff              |
| 10. Jane McClure      | Villages/Avenues Midway Monitor |
| 11. Bob Cardinal      | Business Review Council         |
| 12. Chuck Repke       | D-2                             |
| 13. Betty Moran       | West 7 <sup>th</sup> Federation |
| 14. Joe Spencer       | West Side D-3                   |
| 15. Jessica Treat     | LHCC D-13                       |
| 16. Kristen Kidder    | D-7                             |
| 17. Jim McDonough     | D-8 Summit-University           |
| 18. Melissa Mathews   | D-12 St. Anthony Park           |
| 19. Bob Spoulding     | MGCC D-14                       |
| 20. Theresa Heiland   | MPCC D-13                       |
| 21. Ken Smith         | Council Research                |
| 22. Bob Kessler       | Council Research                |

### **Review of Agenda and committee ground rules**

Request that committee address how large a new district council has to be to be recognized.  
We must determine how many district councils there could be before we agree on a funding formula.

### **Review of June 8 Meeting Notes.** (No changes were made.)

### **Review of the proposed draft agenda for the June 29<sup>th</sup> public meeting, to include the committee recommendations on:**

- Criteria for accountability and inclusiveness
- Funding formula
- Proposal for staff support
- Annual meeting schedule

- Other recommendations

**Reminder that all written confirmation and/or comments on the funding formula, planned actions for inclusiveness and accountability, and any other proposals are due by July 12<sup>th</sup>.**

**Coordinating annual meetings to one or two months (*Continued discussion from last week*)**

- The system is strengthened when there is an ability to attend each other's meeting.
- Question the importance of this issue – why are we spending our time on it?
- As an outsider, it would help build awareness of district councils, and recognition of the annual meeting elections for the broader community that has no knowledge of these organizations.
- Is this better addressed by the marketing department of the city?
- The methodology of the election process is perhaps of greater importance. District councils have unique ways of bringing in their boards.
- There are more urgent issues in our communities – time to get back to task.
- Good to get out broader advertising about district councils – what we do, how to get involved.
- Need to consider the delay of making by-law changes to shift annual meeting date – some organizations may not be able to implement change until next year.

**AGREEMENT – Recommendation to coordinate all annual meetings in April / May / October .**

**Funding Formula Options**

Need to determine how many district councils there will be first before we determine funding formula recommendations. Are we dividing the funds 18 ways? 20 ways? 35 ways?

If additional districts are recognized the money will need to be spread thinner.

Chuck Repke distributed a spreadsheet that assumes 20 districts. If subsidy levels were maintained to permit all district councils to have a base, the total subsidy goes up to over \$178,000.

District 6 board discussed the issue – would be interested in separating a portion of 6 and merging it with 10.

The minimum was not put in place to be an incentive for districts to subdivide. We need to create requirements for new district councils that would have a neutral (neither an incentive or inhibit) impact on funding. A 15,000 population would create a balance – the funding would not increase or decrease to the area according to the formula. Anything smaller bankrupts the formula as a legitimate solution.

District 13 feels that the funding formula has never acknowledged that three councils existed within their district. Conversations between the three councils have been underway about needed adjustments long before this. They support the current process to address the funding formula, but are also struggling for their own solution. They have looked at a number of options and boundary changes. They are not advocating for being too small (6000 population is perhaps too small).

The system will become too unwieldy if there are too many district councils (25 – 30). The system weakens when resources are spread too thin, hard to coordinate.

Reiterate idea to have a pool of money to address unique circumstances (i.e. resources to merge).

District 13 does not lose funds in this formula, but their proposal to divide to get more resources seems to be blowing up the potential agreement for revamping the formula.

Once we establish a base there is no incentive to merge. The only potential is to divide into more districts if base is assured.

District 13 decided long ago to be three parts versus one. They chose to divide the funding to support that structure. Their decision is an internal one between them, not for the broader system to decide. The committee should not get caught up in an issue that they don't have any authority over.

The danger is that the special circumstances of District 13 comes across as a threat to building consensus for the funding formula.

Currently there are huge differences in population between the districts. By allowing District 13 to divide we would be giving our stamp of approval for a district with only 5,800 people perpetuates the problem. Not sure we can do this without opening up a can of worms.

Suggestion that any new district would use the weighted formula to determine funding (would not be guaranteed the 35K or 37K base).

Cannot pass formula without knowing how many district councils there will be. If not resolved, our recommendations could be blown out of the water for being based on false assumptions.

The history of District 13 authorizes three councils – needs to be recognized.

The committee's work is about systems change of the whole system, and we have proposed to get there by weighting values through the funding formula. We need to look at the benefit of a funding formula based on residents where they live today.

Issue is achieving parity among districts. Intent is to:

- Come up with a formula, maintain a base to keep some from folding.
- Advocate for City Council to make commitment to increase funding into the system to the point of removing the subsidy.
- Not set base and let it sit there.
- Require district councils to exist within an equitable funding formula
- Recognize that the base funding is a subsidy going to wealthy white neighborhoods.

Some committee members feel left out when talking about history. The conversation doesn't include people new to the community. Policies determined by history doesn't account for the changes that have occurred over time. The formula should focus on citizens today.

Clarification that the weighted factor for diversity really referred to non-english speaking census information, not on ethnic diversity.

#### **AGREEMENT – Change title of weighted factor to Non-English Speaking instead of Diversity.**

Recognize that the districts that are subsidized are those that lack in poverty and diversity. Irony that the only white affluent neighborhood not getting subsidy (District 13) is the next in line to get subsidized by splitting into two districts.

Our goal should be to phase out of the subsidized system (perhaps in 3 years). If districts with smaller populations want to maintain their identify they will need to look for other solutions beyond city subsidy. The nature of neighborhoods has changed but the funding formula has not – needs to be adjusted.

Lex Ham has talked of disbanding – recognizes the changes. Is there a need to continue to exist as an organization? Agree that it is time to change the system as a whole. It may no longer be feasible to maintain the organization – that's the reality.

Question about how district councils will formally endorse or respond to recommendations. Ken Smith reminded the committee that all written or email responses must be received by July 12<sup>th</sup>. Committee members are to be keeping their boards abreast of the committee discussions. Authority should be given to a member of the organization (staff or volunteer) to represent their organizational interests at the June 29<sup>th</sup> meeting.

History should not be disregarded – it is one of the only things informing decisions. There is plenty of money, it is a matter of deciding where it should go. We need to ask for what we need as a system – advocate for our needs.

Everyone acknowledges the importance of history and the importance of change. It is not an either/or proposition. The balance of the solution will hinge on recognizing both.

Proposal to require that any new district council have a minimum population of 15,000. The argument for 15,000 is that it presents no financial advantage for a district to split according to the proposed formulas. The proposal did not reach 75% consensus.

Proposal for 12,000 minimum population. This would permit districts 2, 5, and 6 to split.

**AGREEMENT – New district councils must have a minimum population of 12,000.**

**Review the proposed funding formulas for discussion:**

- 1.) Repke Option A – Formula based on using \$668,847 as the starting amount with 80% for population, 15% for poverty, 5% for non-english speaking, with a 37K minimum per district.
- 2.) Lynch Option C – Formula based on using \$668,600 as the starting amount with 75% population, 15% poverty, 5% non-english speaking, and 5% jobs with a 37K minimum base.
- 3.) Lynch Option D – Formula based on using \$690,300 as the starting amount with 75% population, 15% poverty, 5% non-english speaking, 5% jobs, with a 37K minimum base.

Question as to whether we are including jobs as a weighted factor or not? The large districts loose about 2K each for lack of jobs, which goes to downtown.

**AGREEMENT – Lynch Option D: Formula based on using \$690,300 as the starting amount with 75% population, 15% poverty, 5% non-english speaking, 5% jobs, with a 37K minimum base. This supposes an \$111,587 additional allocation of new city funds to subsidize the system.**

*Comments / Concerns:*

- Do not feel that jobs are the priority (as a weighted factor) – disagree with the recommendation.
- Support 37K base. The option relies on the base subsidy as little as possible.
- Option gives the most to more.

- Does the most for more people -- reservation is that the additional cost of \$111,587 will be hard to get.
- Prefer to have more emphasis on population, and not use jobs as a factor.
- Lack of jobs a penalty under this formula. Lack of jobs is a critical issue and a natural disadvantage in any community. We don't need to be further disadvantaged by the formula.
- The ultimate goal is to achieve parity in funding by phasing out the need for a base.
- 37K meets budget needs.
- Should agree to discontinue the subsidy within a set time limit.
- Our board approves this formula. Need to identify the what-ifs.
- The four weighted factors are important for the work we do. They have an impact on all districts, although may not all be affected equally. Begins to put more funding into the formula.
- Funding formula doesn't address our issues -- needs to address extenuating circumstances.

### **Staff Support Person**

Have lived under both scenarios (with city coordinator and without) and don't think it is particularly helpful to have someone downtown. District councils know whom to contact if needed.

If choice between extra funding to implement funding formula or support staff -- choose funding formula.

Catalog what our needs are, such as: technical assistance (i.e. computer, technology, financial, etc.), combined purchasing (i.e. audits, mailing labels, etc.). Soft skills are less helpful.

Some soft skills are necessary, helpful to have citizen participation representatives at the city. It is hard for a new person to figure out the system. The City could provide an orientation, maybe provided by the City Council offices or the Mayor's office.

### **Topics for Next Meeting (June 21<sup>st</sup>)**

- Continue discussion on Staff Support needs
- What ifs
- Agenda for June 29<sup>th</sup>

### **AGREEMENT -- Ken Smith and Bob Kessler will facilitate public meeting on June 29<sup>th</sup>.**

What is the role of the Committee members? What will the voting procedures be?

Suggest set time limit for public comment.

Be sure that boards are as up to speed as possible on the recommendations. Not all boards will have met by June 29<sup>th</sup>.

Who's promoting the meeting? Is it open to the public? (Yes.) Subject matter not likely to have broad public appeal -- mostly of interest to district councils.

Important that the invitation frame what the meeting will be about. Clearly define the purpose and what will happen.

The event is more a presentation than a public hearing. Focus is on memorializing the recommendations, collect comments.

What is the value? Build citizen awareness about the process, working group, recommendations, opportunity for people to speak. Damage control to identify issues that may arise at the City Council.

Should solidify the accountability recommendations at the June 21<sup>st</sup> meeting.

June 29<sup>th</sup> is a presentation of the outcomes of the Committee work.

**MEETING NOTICE AND AGENDA**  
**2004 Ad Hoc Committee On Citizen Participation**  
**TUESDAY, JUNE 22nd, 10:00 A.M.**  
**North Dale Recreation Center, 1414 North St. Albans Street, Saint Paul MN**

**Proposed Detailed Agenda**

- I. Review Ground Rules Established on May 11, 2004:
  1. Everyone Will Have an Opportunity to Participate-- the More Talkative Members Will Be Given Time Limits If Necessary
  2. Insure a Balance to All Points of Discussion by Covering All Sides of an Issue
  3. Make Sure Issues Are Framed Correctly
  4. Use Consensus Method of Decision Making (Thumbs up or Sideways)  
*If Consensus Can Not Be Reached Use a 75% Majority Vote (Both Weighted Vote and Unweighted 19 Votes) to Make Decision(s)*
- II. Review Meeting Documentation for June 15<sup>th</sup> Meeting Provided by Gretchen Nicholls & Staff
  - A. Review Agreements Reached June 15<sup>th</sup>:
    1. The group voted to adopt the "yellow" spread sheet (Lynch Option D formula based on using \$690,300 as the starting amount with 75% population, 15% poverty, 5% non-English speaking and 5% jobs with a \$37,000 minimum base.
    2. The group wants Ken, Bob and Zandi to facilitate the June 29<sup>th</sup> meeting. The group wants the meeting to be noticed. The group decided that the minimum population of a district council is 12,000 people. The group decided to remove the word diversity from the spread sheet and replace it with Non English speaking.
  - B. Review Criteria for Accountability and Inclusiveness (Diversity) and the proposed Measurements Created by the Group (See Spreadsheet From Sheila Lynch)
  - C. Confirm That We Need Written (Or Email) Confirmation, And/or Comments on the Funding Formula, the Planned Actions for Inclusiveness and Accountability, and Any Other Proposals by July 12<sup>th</sup>.
- III. Remaining Issues
  - A.. Continue the discussion about city staff support to District Councils.
  - B. Have discussion on "what ifs" pertaining to possible Council rejection of Option D.
  - C. Special Pot of Money for Unique Needs, Mergers, And/ Or Innovative Projects for One or More Districts?
- IV. General Meeting Scheduled for Tuesday, June 29<sup>th</sup>, from 7:00 to 9:00 P.M. at Dunning Recreation Center, 1221 Marshall Avenue. **How Should this Meeting Be Conducted?**
- V. Unfinished Business and Wrap Up.



# St. Paul District Council – Special Committee

June 22, 2004

North Dale Recreation Center

10:00 a.m. – 12:30 p.m.

## Meeting Notes (DRAFT)

### *In attendance:*

Sue McCall	D-10
Gayle Summers	HDC#15
Claire O'Connor	Hamline Midway Coalition D-11
Anneliese Detwiler	Snelling Hamline Community Council D-13
John Thoemke	D-6
Jim McDonough	Summit University Planning Council D-8
Nachee Lee	D-4
Bob Cardinal	Business Review Council
Chuck Repke	D-2
Joe Spencer	West Side D-3
Leslie McMurray	Payne Phalen D-5
Jessica Treat	Lex Ham Community Council D-13
Kristen Kidder	D-7
Betty Moran	West 7 <sup>th</sup> Federation
Bob Spoulding	Mac Groveland D-4
Sheila Lynch	Capital River Council D-7
Theresa Heiland	Merriam Park D-13
Ann Mueller	D-1
Ken Smith	St. Paul City Council Research
Vicki Sheffer	City Council Staff
Gretchen Nicholls	Center for Neighborhoods

### Review of Agenda and committee ground rules

**Review of June 15 Meeting Notes.** (Many committee members could not read the attached electronic version of the meeting notes. They will be sent out again in alternative formats.)

### Review agreements reached on June 15<sup>th</sup>:

1. The group voted to adopt the "yellow" spread sheet (Lynch Option D) formula based on using \$690,300 as the starting amount with 75% population, 15% poverty (at 100%), 5% non-English speaking, and 5% jobs with a \$37,000 minimum base.
2. The group wants Ken Smith, Bob Kessler, and Zandi (intern) from the St. Paul City Council Research Dept. to facilitate the June 29<sup>th</sup> meeting. The group wants the meeting to be noticed. The group decided that the minimum population for a new district council would be

12,000 people. The group decided to remove the word diversity from the spreadsheet and replace it with non-English speaking.

The committee wanted further clarification about the requirement of 12,000 population for a new district council to be established. Could a portion of a district exceeding 12,000 break off from the larger district, leaving the remaining portion at less than 12,000 (i.e. Merriam Park breaking off from Lex Ham and Snelling Ham)? The committee agreed that the City shouldn't recognize any new district without the 12,000 population minimum, and that no part of the city should be without a district council. The process of subdividing and merging will be up to the districts and their surrounding areas.

## **Review of data collection matrices:**

### **Data Collection and Evaluation Matrix for District Councils**

- Concern for term "targeted groups" – has negative implications.
- Suggest replacing it with "identified groups"
- Each district council will need to footnote what "identified groups" mean (may differ from district to district).
- Communities of color and renters – will be tracked by all district councils as groups that are needing additional outreach.
- Regularity of participation was discussed – how can participation best be reflected given that all district councils don't track it in the same way, and that it can be difficult to track given the informal nature of many events and activities.
- Need to classify volunteers – are they one time only? Repeat participants (regular contact)?
- Leave it up to the councils to define classifications.
- Emphasize the need to standardize these data collection sets.
- Proposal to replace monthly with regular / frequent participation (meaning more than six times per year).
- Need to separate results (ends) and methods (means). The columns track participation rates, and the rows track outreach methods. Reports can go further to annotate or describe more completely the efforts or outreach results that occur.
- A horizontal line should distinguish between types of participation and methods used for outreach.
- Suggest using "notice" rather than flyer. Good to leave methods as non-specific as possible.
- Suggest that "web sites" be included in the newsletters, articles, and press release row.
- Suggest additional blank rows to be added for alternative outreach methods that are used.
- How will % of time spent on inclusiveness be tracked?
- Suggest that people exchange ideas on criteria for how to determine how things are tracked.
- Should we be tracking non-English speaking people rather than communities of color, showing consistency with our funding formula requirements?
- Disparities follow along lines of race – the funding formula is not able to track race.
- Only targeting non-English speaking people doesn't make sense. For instance, we need to target the whole Hmong community, not just the ones that can't speak English.
- Suggest using minority groups rather than communities of color, given that GLBT is a minority group that will be missed if only tracking communities of color.
- Districts can identify groups (such as GLBT) as target groups.

- System of racism is the issue we are addressing. Districts can track subgroups (i.e. non-English speaking Hmong) through their “identified groups” category.
- Is there an opportunity for communities to evaluate their own district councils? These outside evaluations can be done through surveys, email surveys, return forms distributed through newspaper, etc.
- Perhaps a city-wide evaluation of district councils could be conducted – cooperate with the City to develop.
- To have effective accountability an outside evaluator is needed.
- Step back to ask who has the most at stake and whom are we (district councils) operating for?
- Absolute expectation that some form of community evaluation is good and needed.
- Who would be surveyed? Those that participate or the broader community?
- Suggest that the evaluation questions be inserted in the Administrative Accountability matrix. Does your organization do community evaluation? Explain.
- Good to look at doing city-wide evaluation.
- Board membership – track percentages of participant categories (not to get as many board members as possible)
- Suggest adding organizational representatives to board / staff attendance @ partners (to read Organization representatives / board / staff attendance @ partners).

**Summary of suggested edits for the Data Collection and Evaluation Matrix:**

- Replace “Targeted Groups” with “Identified Groups.” (Each council must footnote what “identified groups” mean.)
- Replace “monthly commitment” with “regular / frequent participation” (meaning more than six times per year).
- Insert horizontal lines to separate types of participation, methods of outreach, and tracking of hours.
- Use “notice” rather than flyer.
- Include “web sites” in the newsletters, articles, and press release row.
- Provide additional blank rows to be added for alternative outreach methods that are used.
- Add “organizational representatives” to board / staff attendance @ partners (to read Organization representatives / board / staff attendance @ partners).

**What is full funding?**

- Prior to the establishment of the District Council Special Committee, leaders wanted to establish what full funding would mean for this work. Are we saying that full funding is \$37K for a community of 12,000?
- The objective is to move more money into the system over time so that no councils are subsidized to reach the base.
- Making a plea for full funding is a red herring.
- To be functional, we need \$37K
- Still important to provide an assessment of what it would require to fully fund district councils so that they could sustain staff, and effectively address the issues that district councils handle.
- \$3.07 per person is the breakdown of \$37K per 12,000. The City Council will want to know what the system will cost if fully funded.
- District councils are independent 501c3 organizations – standardization is not the goal.

- Identify the basic requirements needed to perform or fulfill the contracts with the City – put it in writing. Can be inserted in appendix.
- The Committee decided to table the discussion – to be discussed later.

### **Fiscal and Administrative Accountability Matrix for District Councils**

Edit suggestions:

- Add line for reviews of financial reports. Suggested language: Does the organization do a reconciliation each year, “and was it reviewed by the board”?

### **Reminder of July 12<sup>th</sup> deadline**

Written (or email) confirmation, and/or comments on the funding formula, the planned actions for inclusiveness and accountability, and any other proposals, are due.

The revised matrices will be sent out by email for review by the boards.

### **Staff Support (continued from June 15<sup>th</sup> discussion)**

Technical assistance and expertise can usually be found from board volunteers or other community volunteers.

PED staff used to support the district councils. The districts can't do research and revise plans on their own. Need help / contact person – information that identifies who's in charge of what. The City needs to demonstrate a commitment to the system (needs consistency). Suggest that PED staff be assigned to district councils.

People in the each department should be assigned as connection point for district councils – this would be better than one point person in PED.

City connections are the result of long term relationships held between city staff and district council staff.

Don't need a new District Council Coordinator in City Hall. Need assigned people to respond to district council concerns, who are responsible for positive communication with district councils.

Ask for a staff person in addition to assigned contacts.

Support request for a City staff person.

Need specific contacts for departments – too much time is spent trying to contact people and getting no response.

List of tasks a staff person would provide:

(District councils would help formulate the job description for the City staff position.)

- Board orientations.
- Assistance on planning district plans.
- Facilitate board trainings
- Support for monthly Executive Director meetings.
- Advocacy for the district council system

Natural advocates are previous district council staff that now have positions in City Hall.

The staff person should be an employee of the City Council, not PED.

It is not likely that a single person will be fulcrum for change.

Structure a temporary coordinator role to raise concerns or moderate a conversation -- get a more objective read of the problems. Don't need another layer of communication between the district councils and the decision-makers.

It should be the policy of departments to have an identified / assigned person for district councils.

Who would police that?

Staff may have political power to leverage change.

Retainer -- have access to facilitated process with City staff at the district councils' request. Objective is improved communication -- specific people to be assigned to assist us.

Designated person to help coordinate.

Departments' commitment to citizen participation has gone by the wayside -- more intent on obstructing the process than supporting it.

Like designated hours/staff to deal with district councils. Assume that it will be easier for the City Council to swallow rather than requesting a new staff person. A new staff position would be pitted against a police job. Reality check about what can be done given the financial situation of the City.

On the record for opposing a City staff position / advocate.

Proposal for requesting a City District Council Coordinator staff position failed to gain a majority.

**AGREEMENT -- Increased coordination with the City by identifying contact people to work with the District Councils (included in their job descriptions).**

**AGREEMENT -- Menu of ways the City can provide technical support for district council functions:**

- Staff orientation
- Board training
- Audit support
- Data collection
- GIS support (maps)
- Facilitation

### **What If's (pertaining to possible City Council rejection of Funding Formula recommendation)**

Once formula recommendation is established, what if the City tweaks or changes it? Do we work together to advocate for an alternative, or does each district advocate for their own interests?

Product of the process -- the recommendation is a compromise we can live with. If the Council doesn't adopt it there will be natural repercussions and political division.

Promote the pragmatic approach -- if the Council does not approve the recommended funding formula, identify what the issues of disagreement are and work from there.

Close ranks -- organize and apply pressure. By creating a plan B / what if scenario it will be more comfortable for the Council to look for a fall back option. Stand behind recommendation as that or nothing. We need to demonstrate commitment to the recommendation by turning people out for the key decisions.

Strategize if indications appear necessary.

Track district council support.

Get boards to call their Council Member.

No one should advocate for alternatives.

Stand by recommendations / position.

Boards will be the ones to decide -- many have indicated interest in advocating for more money than is being proposed through the funding formula.

Letters from the district council boards (one per organization) will determine what they each are advocating for.

Haven't articulated a timeline for increased funding, statement of intent for continued increase of funding.

**Clarification that the recommendation that will come from the Committee will be the funding formula Option D: based on \$690,300 as the starting amount with 75% population, 15% poverty (100%), 5% non-English speaking, 5% jobs with a \$37K minimum base.**

# Lynch Option D--Formula Based on Using \$690,300 As the Starting Amount--With 75% Population, 15% Poverty, 5% Diversity, and 5% Jobs--With a 37K Minimum Base.

FUNDING: 75% POPULATION, 15% POVERTY, 5% DIVERSITY (Non-English Speaking) 5% JOBS

FUNDING: 75% POPULATION, 15% POVERTY, 5% DIVERSITY (Non-English Speaking) JOBS																	
DIST	Pop. %	75%Pop	517,949	103589.7 Allocation		34529.9 Allocation		34529.9 Jobs%		Proposed Allocation	Current	Change	37K min	Final Allocation	Repke Allocation w/o Jobs		
				Pov %	15% Pov	Div. %	5% Div.	Jobs%	5% Jobs								
1	0.07	\$ 36,256.40	0.0555	\$ 5,749.23	0.0433	\$ 1,495.14	0.0225	\$ 776.92	\$ 44,277.69	\$ 38,592.00	\$ 5,685.69	\$ 44,277.69	\$ 44,471.62				
2	0.092	\$ 47,651.26	0.091	\$ 9,426.66	0.112	\$ 3,867.35	0.0118	\$ 407.45	\$ 61,352.73	\$ 42,308.00	\$ 19,044.73	\$ 61,352.73	\$ 62,102.40				
3	0.056	\$ 29,005.12	0.0592	\$ 6,132.51	0.1118	\$ 3,860.44	0.058	\$ 2,002.73	\$ 41,000.80	\$ 38,803.00	\$ 2,197.80	\$ 41,000.80	\$ 39,642.52				
4	0.062	\$ 32,112.81	0.0799	\$ 8,276.82	0.101	\$ 3,487.52	0.046	\$ 1,588.38	\$ 45,465.52	\$ 38,695.00	\$ 6,770.52	\$ 45,465.52	\$ 44,568.58				
5	0.11	\$ 56,974.34	0.1394	\$ 14,440.40	0.161	\$ 5,559.31	0.034	\$ 1,174.02	\$ 78,148.07	\$ 44,882.00	\$ 33,266.07	\$ 78,148.07	\$ 78,228.28				
6	0.086	\$ 44,543.57	0.121	\$ 12,534.35	0.087	\$ 3,004.10	0.0385	\$ 1,329.40	\$ 61,411.43	\$ 43,132.00	\$ 18,279.43	\$ 61,411.43	\$ 61,065.69				
7	0.06	\$ 31,076.91	0.1224	\$ 12,679.38	0.148	\$ 5,110.43	0.0444	\$ 1,533.13	\$ 50,399.84	\$ 44,418.00	\$ 5,981.84	\$ 50,399.84	\$ 49,334.10				
8	0.063	\$ 32,630.76	0.0811	\$ 8,401.12	0.0548	\$ 1,892.24	0.026	\$ 897.78	\$ 43,821.90	\$ 44,592.00	\$ (770.10)	\$ 43,821.90	\$ 43,679.03				
9	0.036	\$ 18,646.15	0.0255	\$ 2,641.54	0.009	\$ 310.77	0.0716	\$ 2,472.34	\$ 24,070.79	\$ 37,212.00	\$ 12,929.21	\$ 37,000.00	\$ 35,000.00				
10	0.043	\$ 22,271.79	0.0216	\$ 2,237.54	0.0122	\$ 421.26	0.04	\$ 1,381.20	\$ 26,311.78	\$ 35,823.00	\$ (9,511.22)	\$ 10,688.22	\$ 35,000.00				
11	0.041	\$ 21,235.89	0.0324	\$ 3,356.31	0.0108	\$ 372.92	0.0536	\$ 1,850.80	\$ 26,815.92	\$ 36,513.00	\$ (9,697.08)	\$ 10,184.08	\$ 35,000.00				
12	0.021	\$ 10,876.92	0.0184	\$ 1,906.05	0.005	\$ 172.65	0.089	\$ 3,073.16	\$ 16,028.78	\$ 36,413.00	\$ (20,384.22)	\$ 20,971.22	\$ 35,000.00				
13	0.065	\$ 33,666.65	0.0541	\$ 5,604.20	0.0382	\$ 1,319.04	0.0677	\$ 2,337.67	\$ 42,927.57	\$ 39,083.00	\$ 3,844.57	\$ 42,927.57	\$ 41,485.22				
14	0.069	\$ 35,738.45	0.0256	\$ 2,651.90	0.0104	\$ 359.11	0.017	\$ 587.01	\$ 39,336.46	\$ 38,668.00	\$ 668.46	\$ 39,336.46	\$ 39,836.52				
15	0.081	\$ 41,953.83	0.0379	\$ 3,926.05	0.072	\$ 2,486.15	0.0558	\$ 1,926.77	\$ 50,292.80	\$ 40,111.00	\$ 10,181.80	\$ 50,292.80	\$ 49,551.50				
16	0.024	\$ 12,430.76	0.0082	\$ 849.44	0.0019	\$ 65.61	0.0159	\$ 549.03	\$ 13,894.83	\$ 33,537.00	\$ (19,642.17)	\$ 23,105.17	\$ 35,000.00				
17	0.021	\$ 10,876.92	0.0266	\$ 2,755.49	0.016	\$ 552.48	0.3055	\$ 10,548.88	\$ 24,733.77	\$ 36,065.00	\$ (11,331.23)	\$ 12,266.23	\$ 37,000.00	\$ 35,000.00			
														\$ 780,434.81			
														\$ 90,144.12			
														\$ 21,443.68			
														\$ 668,847.00			
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anation Notes:

Population Allocation: 75% Allocated based on population \$517,949

Poverty Allocation: 15% Allocated on the percent of city wide poverty in each district \$103,589.70

Diversity Allocation: 5% Allocated on the percent of non-English speaking residents \$34,529.90

Jobs Allocation: 5% Allocated on the percent of Employees \$34,529.90

Additional Funds Needed To Provide 37K Minimum Base Funding

Additional Funds distributed by the formula

Total additional funds to the system

\$ 90,144.12

\$ 21,443.68

\$ 111,587.81

**Repke Option A-- Formula Based on Using \$668,847 as The Starting Amount With 80% for  
Population, and 15% for Poverty, and 5% Diversity with a 37K Minimum Per District.**

**FUNDING: 80% POPULATION, 15% POVERTY, 5% DIVERSITY (Non-English Speaking)**

DISTRICT	Pop. %	Allocation 535,078 80%Pop	Pov %	Allocation 100,327 15% Pov	Div. %	Allocation 33,442 5% Div.	Proposed Allocation	Current Budgets	Change	37K min	Final Allocation
1	0.07	\$ 37,455.43	0.056	\$ 5,568.15	0.04	\$ 1,448.04	\$ 44,471.62	\$ 38,592.00	\$ 5,879.62		\$ 44,471.62
2	0.092	\$ 49,227.14	0.091	\$ 9,129.76	0.11	\$ 3,745.50	\$ 62,102.40	\$ 42,308.00	\$ 19,794.40		\$ 62,102.40
3	0.056	\$ 29,964.35	0.059	\$ 5,939.36	0.11	\$ 3,738.82	\$ 39,642.52	\$ 38,803.00	\$ 839.52		\$ 39,642.52
4	0.062	\$ 33,174.81	0.08	\$ 8,016.13	0.1	\$ 3,377.64	\$ 44,568.58	\$ 38,695.00	\$ 5,873.58		\$ 44,568.58
5	0.11	\$ 58,858.54	0.139	\$ 13,985.58	0.16	\$ 5,384.16	\$ 78,228.28	\$ 44,882.00	\$ 33,346.28		\$ 78,228.28
6	0.086	\$ 46,016.67	0.121	\$ 12,139.57	0.09	\$ 2,909.45	\$ 61,065.69	\$ 43,132.00	\$ 17,933.69		\$ 61,065.69
7	0.06	\$ 32,104.66	0.122	\$ 12,280.02	0.15	\$ 4,949.42	\$ 49,334.10	\$ 44,418.00	\$ 4,916.10		\$ 49,334.10
8	0.063	\$ 33,709.89	0.081	\$ 8,136.52	0.05	\$ 1,832.62	\$ 43,679.03	\$ 44,592.00	\$ (912.97)		\$ 43,679.03
9	0.036	\$ 19,262.79	0.026	\$ 2,558.34	0.01	\$ 300.98	\$ 22,122.11	\$ 37,212.00	\$ (15,089.89)	\$ 14,877.89	\$ 37,000.00
10	0.043	\$ 23,008.34	0.022	\$ 2,167.06	0.01	\$ 407.99	\$ 25,583.39	\$ 35,823.00	\$ (10,239.61)	\$ 11,416.61	\$ 37,000.00
11	0.041	\$ 21,938.18	0.032	\$ 3,250.59	0.01	\$ 361.17	\$ 25,549.95	\$ 36,513.00	\$ (10,963.05)	\$ 11,450.05	\$ 37,000.00
12	0.021	\$ 11,236.63	0.018	\$ 1,846.02	0.01	\$ 167.21	\$ 13,249.86	\$ 36,413.00	\$ (23,163.14)	\$ 23,750.14	\$ 37,000.00
13	0.065	\$ 34,780.04	0.054	\$ 5,427.69	0.04	\$ 1,277.48	\$ 41,485.22	\$ 39,083.00	\$ 2,402.22		\$ 41,485.22
14	0.069	\$ 36,920.35	0.026	\$ 2,568.37	0.01	\$ 347.80	\$ 39,836.52	\$ 38,668.00	\$ 1,168.52		\$ 39,836.52
15	0.081	\$ 43,341.29	0.038	\$ 3,802.39	0.07	\$ 2,407.82	\$ 49,551.50	\$ 40,111.00	\$ 9,440.50		\$ 49,551.50
16	0.024	\$ 12,841.86	0.008	\$ 822.68	0	\$ 63.54	\$ 13,728.08	\$ 33,537.00	\$ (19,808.92)	\$ 23,271.92	\$ 37,000.00
17	0.021	\$ 11,236.63	0.027	\$ 2,668.70	0.02	\$ 535.07	\$ 14,440.40	\$ 36,065.00	\$ (21,624.60)	\$ 22,559.60	\$ 37,000.00
<b>Totals</b>							\$ 668,639.26	\$ 668,847.00	\$ (207.74)	<b>\$ 107,326.21</b>	<b>\$ 775,965.47</b>

**Explanation Notes:**

Population Allocation: 80% Allocated at 1.86 per capita  
\$535,079

Poverty Allocation: 15% Allocated on the percent of city wide  
poverty in each district \$100,327

Diversity Allocation: 5% Allocated on the percent of non-English  
speaking residents \$33,442

**Additional Funds Needed To Provide 35K Minimum Base  
Funding**

**\$ 107,326.21**





**Repke Option A-- Formula Based on Using \$668,847 as The Starting Amount With 80% for Population, and 15% for Poverty, and 5% Diversity with a 37K Minimum Per District.**

**FUNDING: 80% POPULATION, 15% POVERTY, 5% DIVERSITY (Non-English Speaking)**

DISTRICT	Pop. %	Allocation 535,078 80%Pop	Pov %	Allocation 100,327 15% Pov	Div. %	Allocation 33,442 5% Div.	Proposed Allocation	Current Budgets	Change	37K min	Final Allocation
1	0.07	\$ 37,455.43	0.056	\$ 5,568.15	0.04	\$ 1,448.04	\$ 44,471.62	\$ 38,592.00	\$ 5,879.62		\$ 44,471.62
2	0.092	\$ 49,227.14	0.091	\$ 9,129.76	0.11	\$ 3,745.50	\$ 62,102.40	\$ 42,308.00	\$ 19,794.40		\$ 62,102.40
3	0.056	\$ 29,964.35	0.059	\$ 5,939.36	0.11	\$ 3,738.82	\$ 39,642.52	\$ 38,803.00	\$ 839.52		\$ 39,642.52
4	0.062	\$ 33,174.81	0.08	\$ 8,016.13	0.1	\$ 3,377.64	\$ 44,568.58	\$ 38,695.00	\$ 5,873.58		\$ 44,568.58
5	0.11	\$ 58,858.54	0.139	\$ 13,985.58	0.16	\$ 5,384.16	\$ 78,228.28	\$ 44,882.00	\$ 33,346.28		\$ 78,228.28
6	0.086	\$ 46,016.67	0.121	\$ 12,139.57	0.09	\$ 2,909.45	\$ 61,065.69	\$ 43,132.00	\$ 17,933.69		\$ 61,065.69
7	0.06	\$ 32,104.66	0.122	\$ 12,280.02	0.15	\$ 4,949.42	\$ 49,334.10	\$ 44,418.00	\$ 4,916.10		\$ 49,334.10
8	0.063	\$ 33,709.89	0.081	\$ 8,136.52	0.05	\$ 1,832.62	\$ 43,679.03	\$ 44,592.00	\$ (912.97)		\$ 43,679.03
9	0.036	\$ 19,262.79	0.026	\$ 2,558.34	0.01	\$ 300.98	\$ 22,122.11	\$ 37,212.00	\$ (15,089.89)	\$ 14,877.89	\$ 37,000.00
10	0.043	\$ 23,008.34	0.022	\$ 2,167.06	0.01	\$ 407.99	\$ 25,583.39	\$ 35,823.00	\$ (10,239.61)	\$ 11,416.61	\$ 37,000.00
11	0.041	\$ 21,938.18	0.032	\$ 3,250.59	0.01	\$ 361.17	\$ 25,549.95	\$ 36,513.00	\$ (10,963.05)	\$ 11,450.05	\$ 37,000.00
12	0.021	\$ 11,236.63	0.018	\$ 1,846.02	0.01	\$ 167.21	\$ 13,249.86	\$ 36,413.00	\$ (23,163.14)	\$ 23,750.14	\$ 37,000.00
13	0.065	\$ 34,780.04	0.054	\$ 5,427.69	0.04	\$ 1,277.48	\$ 41,485.22	\$ 39,083.00	\$ 2,402.22		\$ 41,485.22
14	0.069	\$ 36,920.35	0.026	\$ 2,568.37	0.01	\$ 347.80	\$ 39,836.52	\$ 38,668.00	\$ 1,168.52		\$ 39,836.52
15	0.081	\$ 43,341.29	0.038	\$ 3,802.39	0.07	\$ 2,407.82	\$ 49,551.50	\$ 40,111.00	\$ 9,440.50		\$ 49,551.50
16	0.024	\$ 12,841.86	0.008	\$ 822.68	0	\$ 63.54	\$ 13,728.08	\$ 33,537.00	\$ (19,808.92)	\$ 23,271.92	\$ 37,000.00
17	0.021	\$ 11,236.63	0.027	\$ 2,668.70	0.02	\$ 535.07	\$ 14,440.40	\$ 36,065.00	\$ (21,624.60)	\$ 22,559.60	\$ 37,000.00
<b>Totals</b>							\$ 668,639.26	\$ 668,847.00	\$ (207.74)	<b>\$ 107,326.21</b>	<b>\$ 775,965.47</b>

**Explanation Notes:**

**Population Allocation:** 80% Allocated at 1.86 per capita \$535,079

**Poverty Allocation:** 15% Allocated on the percent of city wide poverty in each district \$100,327

**Diversity Allocation:** 5% Allocated on the percent of non-English speaking residents \$33,442

**Additional Funds Needed To Provide 35K Minimum Base Funding**

**\$ 107,326.21**

# Repke Option B--Formula Based on Using \$686,600 as the Starting Amount With 75% Population, 15% Poverty, 5% Diversity and 5% Jobs With a 35K Minimum Base

FUNDING 75% POPULATION, 15% POVERTY, 5% DIVERSITY, 5% Jobs

DIST	Pop. %	75% Pop	515,138	Allocation		Allocation		job%	5% job	Proposed Allocation	Current	Change	35K min	Final Allocation
				Pov %	15% Pov	Div. '5%	Div.							
1	0.07	\$ 36,059.66		0.06	\$ 5,718.00	0	\$ 1,487.02	0.02	\$ 772.70	\$ 44,037.38	\$ 38,592.00	\$ 5,445.38		\$ 44,037.38
2	0.09	\$ 47,392.70		0.09	\$ 9,375.46	0.1	\$ 3,846.34	0.01	\$ 405.24	\$ 61,019.74	\$ 42,308.00	\$ 18,711.74		\$ 61,019.74
3	0.06	\$ 28,847.73		0.06	\$ 6,099.20	0.1	\$ 3,839.47	0.06	\$ 1,991.84	\$ 40,778.24	\$ 38,803.00	\$ 1,975.24		\$ 40,778.24
4	0.06	\$ 31,938.56		0.08	\$ 8,231.86	0.1	\$ 3,468.58	0.05	\$ 1,579.73	\$ 45,218.73	\$ 38,695.00	\$ 6,523.73		\$ 45,218.73
5	0.11	\$ 56,665.18		0.14	\$ 14,361.97	0.2	\$ 5,529.12	0.03	\$ 1,167.63	\$ 77,723.90	\$ 44,882.00	\$ 32,841.90		\$ 77,723.90
6	0.09	\$ 44,301.87		0.12	\$ 12,466.27	0.1	\$ 2,987.78	0.04	\$ 1,322.17	\$ 61,078.09	\$ 43,132.00	\$ 17,946.09		\$ 61,078.09
7	0.06	\$ 30,908.28		0.12	\$ 12,610.51	0.1	\$ 5,082.67	0.04	\$ 1,524.78	\$ 50,126.24	\$ 44,418.00	\$ 5,708.24		\$ 50,126.24
8	0.06	\$ 32,453.69		0.08	\$ 8,355.49	0.1	\$ 1,881.96	0.03	\$ 892.89	\$ 43,584.04	\$ 44,592.00	\$ (1,007.96)		\$ 43,584.04
9	0.04	\$ 18,544.97		0.03	\$ 2,627.19	0	\$ 309.08	0.07	\$ 2,458.89	\$ 23,940.13	\$ 37,212.00	\$ (13,271.87)	\$ 11,059.87	\$ 35,000.00
10	0.04	\$ 22,150.93		0.02	\$ 2,225.38	0	\$ 418.98	0.04	\$ 1,373.68	\$ 26,168.97	\$ 35,823.00	\$ (9,654.03)	\$ 8,831.03	\$ 35,000.00
11	0.04	\$ 21,120.66		0.03	\$ 3,338.08	0	\$ 370.90	0.05	\$ 1,840.73	\$ 26,670.36	\$ 36,513.00	\$ (9,842.64)	\$ 8,329.64	\$ 35,000.00
12	0.02	\$ 10,817.90		0.02	\$ 1,895.70	0	\$ 171.71	0.09	\$ 3,056.44	\$ 15,941.75	\$ 36,413.00	\$ (20,471.25)	\$ 19,058.25	\$ 35,000.00
13	0.07	\$ 33,483.97		0.05	\$ 5,573.76	0	\$ 1,311.88	0.07	\$ 2,324.95	\$ 42,694.56	\$ 39,083.00	\$ 3,611.56		\$ 42,694.56
14	0.07	\$ 35,544.52		0.03	\$ 2,637.49	0	\$ 357.16	0.02	\$ 583.81	\$ 39,122.99	\$ 38,668.00	\$ 454.99		\$ 39,122.99
15	0.08	\$ 41,726.18		0.04	\$ 3,904.73	0.1	\$ 2,472.65	0.06	\$ 1,916.28	\$ 50,019.84	\$ 40,111.00	\$ 9,908.84		\$ 50,019.84
16	0.02	\$ 12,363.31		0.01	\$ 844.82	0	\$ 65.25	0.02	\$ 546.04	\$ 13,819.42	\$ 33,537.00	\$ (19,717.58)	\$ 21,180.58	\$ 35,000.00
17	0.02	\$ 10,817.90		0.03	\$ 2,740.52	0	\$ 549.48	0.31	\$ 10,491.48	\$ 24,599.38	\$ 36,065.00	\$ (11,465.62)	\$ 10,400.62	\$ 35,000.00
	1		1	1		1		1		\$ 686,543.75	\$ 668,847.00	\$ 78,859.99	\$ 78,859.99	\$ 765,403.75

# Lynch Option C--Formula Based on Using \$668,600 As the Starting Amount--With 75% Population, 15% Poverty, 5% Non-English Speaking Residents and 5% Jobs with a 37K Minimum Base.

FUNDING: 75% POPULATION, 15% POVERTY, 5% DIVERSITY (Non-English Speaking) 5% JOBS

Dist	Pop. %	75%Pop	501,638	100327 Allocation	33442 Allocation	33442 Div. %	15% Pov	Jobs%	5% Jobs	Proposed Allocation	Current	Change	37K min	Final Allocation	Repeke Allocation w/o Jobs
1	0.07	\$ 35,114.66	0.0555	\$ 5,568.15	0.0433	\$ 1,448.04	0.0225	\$ 752.45	\$ 42,883.29	\$ 38,592.00	\$ 4,291.29	\$ 42,883.29	\$ 44,471.62		
2	0.092	\$ 46,150.70	0.091	\$ 9,129.76	0.112	\$ 3,745.50	0.0118	\$ 394.62	\$ 59,420.57	\$ 42,308.00	\$ 17,112.57	\$ 59,420.57	\$ 62,102.40		
3	0.056	\$ 28,091.73	0.0592	\$ 5,939.36	0.1118	\$ 3,738.82	0.058	\$ 1,939.64	\$ 39,709.54	\$ 38,803.00	\$ 906.54	\$ 39,709.54	\$ 39,642.52		
4	0.062	\$ 31,101.56	0.0799	\$ 8,016.13	0.101	\$ 3,377.64	0.046	\$ 1,538.33	\$ 44,033.66	\$ 38,695.00	\$ 5,338.66	\$ 44,033.66	\$ 44,568.58		
5	0.11	\$ 55,180.18	0.1394	\$ 13,985.58	0.161	\$ 5,384.16	0.034	\$ 1,137.03	\$ 75,686.95	\$ 44,882.00	\$ 30,804.95	\$ 75,686.95	\$ 78,228.28		
6	0.086	\$ 43,140.87	0.121	\$ 12,139.57	0.087	\$ 2,909.45	0.0385	\$ 1,287.52	\$ 59,477.41	\$ 43,132.00	\$ 16,345.41	\$ 59,477.41	\$ 61,065.69		
7	0.06	\$ 30,098.28	0.1224	\$ 12,280.02	0.148	\$ 4,949.42	0.0444	\$ 1,484.82	\$ 48,812.55	\$ 44,418.00	\$ 4,394.55	\$ 48,812.55	\$ 49,334.10		
8	0.063	\$ 31,603.19	0.0811	\$ 8,136.52	0.0548	\$ 1,832.62	0.026	\$ 869.49	\$ 42,441.83	\$ 44,592.00	\$ (2,150.17)	\$ 42,441.83	\$ 43,679.03		
9	0.036	\$ 18,058.97	0.0255	\$ 2,558.34	0.009	\$ 300.98	0.0716	\$ 2,394.45	\$ 23,312.73	\$ 37,212.00	\$ (13,899.27)	\$ 37,000.00	\$ 35,000.00		
10	0.043	\$ 21,570.43	0.0216	\$ 2,167.06	0.0122	\$ 407.99	0.04	\$ 1,337.68	\$ 25,483.17	\$ 35,823.00	\$ (10,339.83)	\$ 37,000.00	\$ 35,000.00		
11	0.041	\$ 20,567.16	0.0324	\$ 3,250.59	0.0108	\$ 361.17	0.0536	\$ 1,792.49	\$ 25,971.42	\$ 36,513.00	\$ (10,541.58)	\$ 37,000.00	\$ 35,000.00		
12	0.021	\$ 10,534.40	0.0184	\$ 1,846.02	0.005	\$ 167.21	0.089	\$ 2,976.34	\$ 15,523.96	\$ 36,413.00	\$ (20,889.04)	\$ 37,000.00	\$ 35,000.00		
13	0.065	\$ 32,606.47	0.0541	\$ 5,427.69	0.0382	\$ 1,277.48	0.0677	\$ 2,264.02	\$ 41,575.67	\$ 39,083.00	\$ 2,492.67	\$ 41,575.67	\$ 41,485.22		
14	0.069	\$ 34,613.02	0.0256	\$ 2,568.37	0.0104	\$ 347.80	0.017	\$ 568.51	\$ 38,097.70	\$ 38,668.00	\$ (570.30)	\$ 38,097.70	\$ 39,836.52		
15	0.081	\$ 40,632.68	0.0379	\$ 3,802.39	0.072	\$ 2,407.82	0.0558	\$ 1,866.06	\$ 48,708.96	\$ 40,111.00	\$ 8,597.96	\$ 48,708.96	\$ 49,551.50		
16	0.024	\$ 12,039.31	0.0082	\$ 822.68	0.0019	\$ 63.54	0.0159	\$ 531.73	\$ 13,457.26	\$ 33,537.00	\$ (20,079.74)	\$ 23,542.74	\$ 37,000.00		
17	0.021	\$ 10,534.40	0.0266	\$ 2,668.70	0.016	\$ 535.07	0.3055	\$ 10,216.53	\$ 23,954.70	\$ 36,065.00	\$ (12,110.30)	\$ 13,045.30	\$ 37,000.00		
Totals									\$ 668,551.37	\$ 668,847.00	\$ (295.63)	\$ 94,296.76	\$ 762,848.12		

## Explanation Notes:

Population Allocation: 75% Allocated based on population \$517,949

Poverty Allocation: 15% Allocated on the percent of city wide poverty in each district \$103,589.70

Diversity Allocation: 5% Allocated on the percent of non-English speaking residents \$34,529.90

Jobs Allocation: 5% Allocated on the percent of Employees \$34,529.90

Additional Funds Needed To Provide 37K Minimum Base Funding

Additional Funds distributed by the formula

Total additional funds to the system

\$ 94,296.76

\$ (295.63)

\$ 94,001.12

**Repe Option A-- Formula Based on Using 686,847 as The Starting Amount With 80% for Poverty and 20% for Non-English Speaking Residents (Diversity) and a Minimum Allocation of \$37K Minimum Per District.**

FUNDING: 80% POPULATION, 15% POVERTY, 5% DIVERSITY (Non-English Speaking)														
DISTRICT	Pop. %	Allocation		Pov %	Allocation		Div. %	Allocation		Proposed Allocation	Current Budgets	Change	37K min	Final Allocation
		535,078 80%Pop			100,327 15% Pov			33,442 5% Div.						
1	0.07	\$ 37,455.43	0.056	\$ 5,568.15	0.04	\$ 1,448.04		\$ 44,471.62	\$ 38,592.00	\$ 5,879.62			\$ 44,471.62	
2	0.092	\$ 49,227.14	0.091	\$ 9,129.76	0.11	\$ 3,745.50		\$ 62,102.40	\$ 42,308.00	\$ 19,794.40			\$ 62,102.40	
3	0.056	\$ 29,964.35	0.059	\$ 5,939.36	0.11	\$ 3,738.82		\$ 39,642.52	\$ 38,803.00	\$ 839.52			\$ 39,642.52	
4	0.062	\$ 33,174.81	0.08	\$ 8,016.13	0.1	\$ 3,377.64		\$ 44,568.58	\$ 38,695.00	\$ 5,873.58			\$ 44,568.58	
5	0.11	\$ 58,858.54	0.139	\$ 13,985.58	0.16	\$ 5,384.16		\$ 78,228.28	\$ 44,882.00	\$ 33,346.28			\$ 78,228.28	
6	0.086	\$ 46,016.67	0.121	\$ 12,139.57	0.09	\$ 2,909.45		\$ 61,065.69	\$ 43,132.00	\$ 17,933.69			\$ 61,065.69	
7	0.06	\$ 32,104.66	0.122	\$ 12,280.02	0.15	\$ 4,949.42		\$ 49,334.10	\$ 44,418.00	\$ 4,916.10			\$ 49,334.10	
8	0.063	\$ 33,709.89	0.081	\$ 8,136.52	0.05	\$ 1,832.62		\$ 43,679.03	\$ 44,592.00	\$ (912.97)			\$ 43,679.03	
9	0.036	\$ 19,262.79	0.026	\$ 2,558.34	0.01	\$ 300.98		\$ 22,122.11	\$ 37,212.00	\$ (15,089.89)	\$ 14,877.89		\$ 37,000.00	
10	0.043	\$ 23,008.34	0.022	\$ 2,167.06	0.01	\$ 407.99		\$ 25,583.39	\$ 35,823.00	\$ (10,239.61)	\$ 11,416.61		\$ 37,000.00	
11	0.041	\$ 21,938.18	0.032	\$ 3,250.59	0.01	\$ 361.17		\$ 25,549.95	\$ 36,513.00	\$ (10,963.05)	\$ 11,450.05		\$ 37,000.00	
12	0.021	\$ 11,236.63	0.018	\$ 1,846.02	0.01	\$ 167.21		\$ 13,249.86	\$ 36,413.00	\$ (23,163.14)	\$ 23,750.14		\$ 37,000.00	
13	0.065	\$ 34,780.04	0.054	\$ 5,427.69	0.04	\$ 1,277.48		\$ 41,485.22	\$ 39,083.00	\$ 2,402.22			\$ 41,485.22	
14	0.069	\$ 36,920.35	0.026	\$ 2,568.37	0.01	\$ 347.80		\$ 39,836.52	\$ 38,668.00	\$ 1,168.52			\$ 39,836.52	
15	0.081	\$ 43,341.29	0.038	\$ 3,802.39	0.07	\$ 2,407.82		\$ 49,551.50	\$ 40,111.00	\$ 9,440.50			\$ 49,551.50	
16	0.024	\$ 12,841.86	0.008	\$ 822.68	0	\$ 63.54		\$ 13,728.08	\$ 33,537.00	\$ (19,808.92)	\$ 23,271.92		\$ 37,000.00	
17	0.021	\$ 11,236.63	0.027	\$ 2,668.70	0.02	\$ 535.07		\$ 14,440.40	\$ 36,065.00	\$ (21,624.60)	\$ 22,559.60		\$ 37,000.00	
Totals								\$ 668,639.26	\$ 668,847.00	\$ (207.74)	\$ 107,326.21		\$ 775,965.47	

**Explanation Notes:**

**Population Allocation:** 80% Allocated at 1.86 per capita \$535,079

**Poverty Allocation:** 15% Allocated on the percent of city wide poverty in each district \$100,327

**Diversity Allocation:** 5% Allocated on the percent of non-English speaking residents \$33,442

**Additional Funds Needed To Provide 35K Minimum Base Funding**

**\$ 107,326.21**

**Repe Option # 3: Based on Weighted Factors for Poverty and Non-English Speaking Residents and a Minimum Allocation of \$35,000 Per District.**

**FUNDING: 80% POPULATION, 15% POVERTY, 5% DIVERSITY (Non-English Speaking)**

DISTRICT	Pop. %	Allocation 80%Pop	Pov %	Allocation 15% Pov	Div. %	Allocation 5% Div.	Proposed Allocation	Current Budgets	Change	35K min	Final Allocation
1	0.07	\$ 37,455.43	0.056	\$ 5,568.15	0.04	\$ 1,448.04	\$ 44,471.62	\$ 38,592.00	\$ 5,879.62		\$ 44,471.62
2	0.092	\$ 49,227.14	0.091	\$ 9,129.76	0.11	\$ 3,745.50	\$ 62,102.40	\$ 42,308.00	\$ 19,794.40		\$ 62,102.40
3	0.056	\$ 29,964.35	0.059	\$ 5,939.36	0.11	\$ 3,738.82	\$ 39,642.52	\$ 38,803.00	\$ 839.52		\$ 39,642.52
4	0.062	\$ 33,174.81	0.08	\$ 8,016.13	0.1	\$ 3,377.64	\$ 44,568.58	\$ 38,695.00	\$ 5,873.58		\$ 44,568.58
5	0.11	\$ 58,858.54	0.139	\$ 13,985.58	0.16	\$ 5,384.16	\$ 78,228.28	\$ 44,882.00	\$ 33,346.28		\$ 78,228.28
6	0.086	\$ 46,016.67	0.121	\$ 12,139.57	0.09	\$ 2,909.45	\$ 61,065.69	\$ 43,132.00	\$ 17,933.69		\$ 61,065.69
7	0.06	\$ 32,104.66	0.122	\$ 12,280.02	0.15	\$ 4,949.42	\$ 49,334.10	\$ 44,418.00	\$ 4,916.10		\$ 49,334.10
8	0.063	\$ 33,709.89	0.081	\$ 8,136.52	0.05	\$ 1,832.62	\$ 43,679.03	\$ 44,592.00	\$ (912.97)		\$ 43,679.03
9	0.036	\$ 19,262.79	0.026	\$ 2,558.34	0.01	\$ 300.98	\$ 22,122.11	\$ 37,212.00	\$ (15,089.89)	\$ 12,877.89	\$ 35,000.00
10	0.043	\$ 23,008.34	0.022	\$ 2,167.06	0.01	\$ 407.99	\$ 25,583.39	\$ 35,823.00	\$ (10,239.61)	\$ 9,416.61	\$ 35,000.00
11	0.041	\$ 21,938.18	0.032	\$ 3,250.59	0.01	\$ 361.17	\$ 25,549.95	\$ 36,513.00	\$ (10,963.05)	\$ 9,450.05	\$ 35,000.00
12	0.021	\$ 11,236.63	0.018	\$ 1,846.02	0.01	\$ 167.21	\$ 13,249.86	\$ 36,413.00	\$ (23,163.14)	\$ 21,750.14	\$ 35,000.00
13	0.065	\$ 34,780.04	0.054	\$ 5,427.69	0.04	\$ 1,277.48	\$ 41,485.22	\$ 39,083.00	\$ 2,402.22		\$ 41,485.22
14	0.069	\$ 36,920.35	0.026	\$ 2,568.37	0.01	\$ 347.80	\$ 39,836.52	\$ 38,668.00	\$ 1,168.52		\$ 39,836.52
15	0.081	\$ 43,341.29	0.038	\$ 3,802.39	0.07	\$ 2,407.82	\$ 49,551.50	\$ 40,111.00	\$ 9,440.50		\$ 49,551.50
16	0.024	\$ 12,841.86	0.008	\$ 822.68	0	\$ 63.54	\$ 13,728.08	\$ 33,537.00	\$ (19,808.92)	\$ 21,271.92	\$ 35,000.00
17	0.021	\$ 11,236.63	0.027	\$ 2,668.70	0.02	\$ 535.07	\$ 14,440.40	\$ 36,065.00	\$ (21,624.60)	\$ 20,559.60	\$ 35,000.00
<b>Totals</b>							\$ 668,639.26	\$ 668,847.00	\$ (207.74)	<b>\$ 95,326.21</b>	<b>\$ 763,965.47</b>

**Explanation Notes:**

**Population Allocation:** 80% Allocated at 1.86 per capita \$535,079

**Poverty Allocation:** 15% Allocated on the percent of city wide poverty in each district \$100,327

**Diversity Allocation:** 5% Allocated on the percent of non-English speaking residents \$33,442

**Additional Funds Needed To Provide 35K Minimum Base Funding**

**\$ 95,326.21**

## Repke Option 2.

[illegible]

FUNDING 75% POPULATION, 15% POVERTY, 5% DIVERSITY, 5% Jobs

[illegible]



## 5

5

### Repke Option 3.

#### FUNDING 80% POPULATION, 15% POVERTY, 5% DIVERSITY

DIST	80%Pop	535,078 Allocation	15% Pov	Allocation	5% Div.	Proposed Allocation	Current	Change	25K min	30K min
1	\$ 37,455.43	\$ 5,568.15	\$ 1,448.05	\$ 1,448.05	\$ 44,471.64	\$ 38,592.00	\$ 5,879.64			
2	\$ 49,227.14	\$ 9,129.76	\$ 3,745.54	\$ 3,745.54	\$ 62,102.44	\$ 42,308.00	\$ 19,794.44			
3	\$ 29,964.35	\$ 5,939.36	\$ 3,738.85	\$ 3,738.85	\$ 39,642.56	\$ 38,803.00	\$ 839.56			
4	\$ 33,174.81	\$ 8,016.13	\$ 3,377.68	\$ 3,377.68	\$ 44,568.62	\$ 38,695.00	\$ 5,873.62			
5	\$ 58,858.54	\$ 13,985.59	\$ 5,384.22	\$ 5,384.22	\$ 78,228.35	\$ 44,882.00	\$ 33,346.35			
6	\$ 46,016.67	\$ 12,139.57	\$ 2,909.48	\$ 2,909.48	\$ 61,065.73	\$ 43,132.00	\$ 17,933.73			
7	\$ 32,104.66	\$ 12,280.03	\$ 4,949.47	\$ 4,949.47	\$ 49,334.15	\$ 44,418.00	\$ 4,916.15			
8	\$ 33,709.89	\$ 8,136.52	\$ 1,832.64	\$ 1,832.64	\$ 43,679.05	\$ 44,592.00	\$ (912.95)			
9	\$ 19,262.79	\$ 2,558.34	\$ 300.98	\$ 300.98	\$ 22,122.11	\$ 37,212.00	\$ (15,089.89)	\$ 2,877.89	\$ 7,877.89	
10	\$ 23,008.34	\$ 2,167.06	\$ 408.00	\$ 408.00	\$ 25,583.40	\$ 35,823.00	\$ (10,239.60)		\$ 4,416.60	
11	\$ 21,938.18	\$ 3,250.60	\$ 361.18	\$ 361.18	\$ 25,549.96	\$ 36,513.00	\$ (10,963.04)		\$ 4,450.04	
12	\$ 11,236.63	\$ 1,846.02	\$ 167.21	\$ 167.21	\$ 13,249.86	\$ 36,413.00	\$ (23,163.14)	\$ 11,750.14	\$ 16,750.14	
13	\$ 34,780.04	\$ 5,427.69	\$ 1,277.50	\$ 1,277.50	\$ 41,485.24	\$ 39,083.00	\$ 2,402.24			
14	\$ 36,920.35	\$ 2,568.37	\$ 347.80	\$ 347.80	\$ 39,836.53	\$ 38,668.00	\$ 1,168.53			
15	\$ 43,341.29	\$ 3,802.40	\$ 2,407.85	\$ 2,407.85	\$ 49,551.53	\$ 40,111.00	\$ 9,440.53			
16	\$ 12,841.86	\$ 822.68	\$ 63.54	\$ 63.54	\$ 13,728.08	\$ 33,537.00	\$ (19,808.92)	\$ 11,271.92	\$ 16,271.92	
17	\$ 11,236.63	\$ 2,668.70	\$ 535.08	\$ 535.08	\$ 14,440.41	\$ 36,065.00	\$ (21,624.59)	\$ 10,559.59	\$ 15,559.59	
Pop. all	\$ 535,078.60				\$ 668,639.66	\$ 668,847.00		\$ 36,459.54	\$ 65,326.18	
Pov. All	\$ 100,327.05									
Diversit	\$ 33,442.35									

# Repke Option 4.

FUNDING 85% POPULATION, 15% POVERTY												
DIST	85%Pop	568,520 Allocation		15% Pov		Proposed Allocation	Current	Change	25K min	30K min		
1	\$	39,796.40	\$	5,568.15	\$	45,364.55	\$	38,592.00	\$	6,772.55		
2	\$	52,303.84	\$	9,129.76	\$	61,433.60	\$	42,308.00	\$	19,125.60		
3	\$	31,837.12	\$	5,939.36	\$	37,776.48	\$	38,803.00	\$	(1,026.52)		
4	\$	35,248.24	\$	8,016.13	\$	43,264.37	\$	38,695.00	\$	4,569.37		
5	\$	62,537.19	\$	13,985.59	\$	76,522.79	\$	44,882.00	\$	31,640.79		
6	\$	48,892.72	\$	12,139.57	\$	61,032.29	\$	43,132.00	\$	17,900.29		
7	\$	34,111.20	\$	12,280.03	\$	46,391.23	\$	44,418.00	\$	1,973.23		
8	\$	35,816.76	\$	8,136.52	\$	43,953.28	\$	44,592.00	\$	(638.72)		
9	\$	20,466.72	\$	2,558.34	\$	23,025.06	\$	37,212.00	\$	(14,186.94)	\$	1,975.00
10	\$	24,446.36	\$	2,167.06	\$	26,613.42	\$	35,823.00	\$	(9,209.58)		\$ 6,975.00
11	\$	23,309.32	\$	3,250.60	\$	26,559.91	\$	36,513.00	\$	(9,953.09)		\$ 3,386.58
12	\$	11,938.92	\$	1,846.02	\$	13,784.94	\$	36,413.00	\$	(22,628.06)	\$	\$ 3,440.09
13	\$	36,953.80	\$	5,427.69	\$	42,381.49	\$	39,083.00	\$	3,298.49	\$	\$ 16,215.06
14	\$	39,227.88	\$	2,568.37	\$	41,796.25	\$	38,668.00	\$	3,128.25		
15	\$	46,050.12	\$	3,802.40	\$	49,852.51	\$	40,111.00	\$	9,741.51		
16	\$	13,644.48	\$	822.68	\$	14,467.16	\$	33,537.00	\$	(19,069.84)	\$	\$ 16,532.84
17	\$	11,938.92	\$	2,668.70	\$	14,607.62	\$	36,065.00	\$	(21,457.38)	\$	\$ 15,392.38
							\$	668,847.00		\$	\$ 34,115.28	\$ 61,941.95
Pop. all \$ 568,519.95												
Pov. All \$ 100,327.05												

# Citizen Participation Based on 2004 Per Capita Funding of \$2.33

Organization	2004 Funding	District Population	2004 Per Capita	\$2.33 Per Capita	Net Gain or (Loss)	Adjusted Total
DIST #1	\$38,592	20,065	\$1.92	\$46,751	\$8,159	\$46,751
DIST #2	\$42,308	26,565	\$1.59	\$61,896	\$19,588	\$61,896
DIST #3	\$38,803	16,135	\$2.40	\$37,595	(\$1,208)	\$37,595
DIST #4	\$38,695	17,760	\$2.18	\$41,381	\$2,686	\$41,381
DIST #5	\$44,882	31,530	\$1.42	\$73,465	\$28,583	\$73,465
DIST #6	\$43,132	24,655	\$1.75	\$57,446	\$14,314	\$57,446
DIST #7	\$44,418	17,250	\$2.57	\$40,193	(\$4,226)	\$40,193
DIST #8	\$44,592	18,190	\$2.45	\$42,383	(\$2,209)	\$42,383
DIST #9	\$37,212	10,410	\$3.57	\$24,255	(\$12,957)	\$24,255
DIST #10	\$35,823	12,435	\$2.88	\$28,974	(\$6,849)	\$28,974
DIST #11	\$36,513	11,820	\$3.09	\$27,541	(\$8,972)	\$27,541
DIST #12	\$36,413	6,075	\$5.99	\$14,155	(\$22,258)	\$14,155
D#13 LH	\$12,491	3,780	\$3.30	\$8,807	(\$3,684)	\$8,807
D#13SH	\$12,115	1,830	\$6.62	\$4,264	(\$7,851)	\$4,264
D#13MP	\$14,477	13,190	\$1.10	\$30,733	\$16,256	\$30,733
DST #14	\$38,668	19,770	\$1.96	\$46,064	\$7,396	\$46,064
DST #15	\$40,111	23,200	\$1.73	\$54,056	\$13,945	\$54,056
DST #16	\$33,537	6,740	\$4.98	\$15,704	(\$17,833)	\$15,704
DST #17	\$36,065	5,745	\$6.28	\$13,386	(\$22,679)	\$13,386

**Totals**      **\$668,847**      **287,145**      **N/A**      **\$669,048**      **\$201**      **\$669,048**

Average For

19 Districts

\$35,202

15,113

\$2.33

If 17 Districts

\$39,344

16,891

\$2.33

If 16 Districts

\$41,803

17,947

\$2.33

If 15 Districts

\$44,590

19,143

\$2.33

If 14 Districts

\$47,775

20,510

\$2.33

# Citizen Participation Funding Based on 2004 Per Capita Funding of \$2.33 and \$5.97 per Household

Dist	2004 Funding	2004 Per \$2.33 Per		2004 Per		Net Gain or (Loss) Hshlds	Net Gain or (Loss) Pop	Adjusted Total Based on Pop	Adjusted Total Based on Hshlds	Diff Between Pop & Hshlds
		District Pop	Capita Pop	District Hshlds	Capita Hshlds					
DIST #1	\$38,592	20,065	\$1.92	7,955	\$4.85	\$8,899	\$8,159	\$46,751	\$47,491	\$740
DIST #2	\$42,308	26,565	\$1.59	9,860	\$4.29	\$16,556	\$19,588	\$61,896	\$58,864	-\$3,032
DIST #3	\$38,803	16,135	\$2.40	5,565	\$6.97	(\$5,580)	(\$1,208)	\$37,595	\$33,223	-\$4,372
DIST #4	\$38,695	17,760	\$2.18	5,715	\$6.77	(\$4,576)	\$2,686	\$41,381	\$34,119	-\$7,262
DIST #5	\$44,882	31,530	\$1.42	10,380	\$4.32	\$17,087	\$28,583	\$73,465	\$61,969	-\$11,496
DIST #6	\$43,132	24,655	\$1.75	9,600	\$4.49	\$14,180	\$14,314	\$57,446	\$57,312	-\$134
DIST #7	\$44,418	17,250	\$2.57	5,030	\$8.83	(\$14,389)	(\$4,226)	\$40,193	\$30,029	-\$10,163
DIST #8	\$44,592	18,190	\$2.45	7,445	\$5.99	(\$145)	(\$2,209)	\$42,383	\$44,447	\$2,064
DIST #9	\$37,212	10,410	\$3.57	4,580	\$8.12	(\$9,869)	(\$12,957)	\$24,255	\$27,343	\$3,087
DIST #10	\$35,823	12,435	\$2.88	5,330	\$6.72	(\$4,003)	(\$6,849)	\$28,974	\$31,820	\$2,847
DIST #11	\$36,513	11,820	\$3.09	4,865	\$7.51	(\$7,469)	(\$8,972)	\$27,541	\$29,044	\$1,503
DIST #12	\$36,413	6,075	\$5.99	2,560	\$14.22	(\$21,130)	(\$22,258)	\$14,155	\$15,283	\$1,128
D#13 LH										
D#13SH										
D#13MP	\$39,083	18,800	\$2.08	7,190	\$5.44	\$3,841	\$4,721	\$43,804	\$42,924	-\$880
DST #14	\$38,668	19,770	\$1.96	8,230	\$4.70	\$10,465	\$7,396	\$46,064	\$49,133	\$3,069
DST #15	\$40,111	23,200	\$1.73	10,620	\$3.78	\$23,290	\$13,945	\$54,056	\$63,401	\$9,345
DST #16	\$33,537	6,740	\$4.98	3,410	\$9.83	(\$13,179)	(\$17,833)	\$15,704	\$20,358	\$4,654
DST #17	\$36,065	5,745	\$6.28	3,770	\$9.57	(\$13,558)	(\$22,679)	\$13,386	\$22,507	\$9,121
<b>Totals</b>	<b>\$668,847</b>	<b>287,145</b>	<b>\$2.33</b>	<b>112,105</b>	<b>\$5.97</b>	<b>\$420</b>	<b>\$201</b>	<b>\$669,048</b>	<b>\$669,267</b>	<b>\$219</b>

residual number  
due to rounding

residual number  
due to rounding

# Citizen Participation Funding--Based on Population Per Capita and Business Factor--No Weighted Factors Used

A	B	C	D	E	F	G	H	I	J	K	L
District	2004 Funding Amount	District 2000 Population	Number of Businesses	Number of Employees	Multiply Number of Businesses by 10 to create a Business Factor*	Population Only Per Capita	Population Per Capita Plus Business Factor	Apply \$2.33 Per Capita Population only	Net Gain or (Loss) Population	Apply 1.89 to Total of Population Business & Factor	Net Gain or (Loss) Population & Business Factor
DIST #1	\$38,592	20,065	228	4,357	2,280	\$1.92	\$1.73	46,751	\$8,159	42,232	3,640
DIST #2	42,308	26,565	196	2,212	1,960	\$1.59	\$1.48	61,896	19,588	53,912	11,604
DIST #3	38,803	16,135	349	11,274	3,490	\$2.40	\$1.98	37,595	(1,208)	37,091	(1,712)
DIST #4	38,695	17,760	207	8,865	2,070	\$2.18	\$1.95	41,381	2,686	37,479	(1,216)
DIST #5	44,882	31,530	344	6,777	3,440	\$1.42	\$1.28	73,465	28,583	66,093	21,211
DIST #6	43,132	24,655	332	7,018	3,320	\$1.75	\$1.54	57,446	14,314	52,873	9,741
DIST #7	44,418	17,250	266	5,404	2,660	\$2.57	\$2.23	40,193	(4,226)	37,630	(6,788)
DIST #8	44,592	18,190	329	4,926	3,290	\$2.45	\$2.08	42,383	(2,209)	40,597	(3,995)
DIST #9	37,212	10,410	398	13,500	3,980	\$3.57	\$2.59	24,255	(12,957)	27,197	(10,015)
DIST #10	35,823	12,435	219	8,501	2,190	\$2.88	\$2.45	28,974	(6,849)	27,641	(8,182)
DIST #11	36,513	11,820	446	10,104	4,460	\$3.09	\$2.24	27,541	(8,972)	30,769	(5,744)
DIST #12	36,413	6,075	617	16,414	6,170	\$5.99	\$2.97	14,155	(22,258)	23,143	(13,270)
D#13 LH	Incl below										
D#13SH	Incl below										
D#13MP	39,038	18,800	520	12,817	5,200	\$2.08	\$1.63	43,804	4,766	45,360	6,322
DST #14	38,668	19,770	258	3,459	2,580	\$1.96	\$1.73	46,064	7,396	42,242	3,574
DST #15	40,111	23,200	502	9,918	5,020	\$1.73	\$1.42	54,056	13,945	53,336	13,225
DST #16	33,537	6,740	278	2,922	2,780	\$4.98	\$3.52	15,704	(17,833)	17,993	(15,544)
DST #17	36,065	5,745	1,130	59,923	11,300	\$6.28	\$2.12	13,386	(22,679)	32,215	(3,850)
Totals	\$668,802	287,145	6,619	188,391	66,190	Average: \$2.33	Average: \$1.89	\$669,048	\$246	\$667,803	(\$999)

**Citizen Participation Funding--Based on Population Per Capita and Business Factor--WITH Weighted Factors Used**

A	B	C	D	E	F	G	H	I	J	K	L	M	
District	2004 Funding Amount	District 2000 Population	Number of Businesses	Number of Employees	Multiply Number of Businesses by 10 to create a Business Factor*	Population Only Per Capita	Population Per Capita Plus Business Factor	Apply \$2.33 Per Capita Population only	Net Gain or (Loss) Population	Apply 1.89 to Total of Population and Business Factor	Net Gain or (Loss) Population & Business Factor	Approximate Weighted Factor Gain (Depends on factors Chosen)	NEW DISTRICT TOTAL
DIST #1	\$38,592	20,065	228	4,357	2,280	\$1.92	\$1.73	46,751	\$8,159	42,232	3,640	4,979	47,211
DIST #2	42,308	26,565	196	2,212	1,960	\$1.59	\$1.48	61,896	19,588	53,912	11,604	8,962	62,875
DIST #3	38,803	16,135	349	11,274	3,490	\$2.40	\$1.98	37,595	(1,208)	37,091	(1,712)	4,979	42,070
DIST #4	38,695	17,760	207	8,865	2,070	\$2.18	\$1.95	41,381	2,686	37,479	(1,216)	7,967	45,445
DIST #5	44,882	31,530	344	6,777	3,440	\$1.42	\$1.28	73,465	28,583	66,093	21,211	13,942	80,035
DIST #6	43,132	24,655	332	7,018	3,320	\$1.75	\$1.54	57,446	14,314	52,873	9,741	11,950	64,823
DIST #7	44,418	17,250	266	5,404	2,660	\$2.57	\$2.23	40,193	(4,226)	37,630	(6,788)	11,950	49,580
DIST #8	44,592	18,190	329	4,926	3,290	\$2.45	\$2.08	42,383	(2,209)	40,597	(3,995)	7,967	48,564
DIST #9	37,212	10,410	398	13,500	3,980	\$3.57	\$2.59	24,255	(12,957)	27,197	(10,015)	2,490	29,687
DST #10	35,823	12,435	219	8,501	2,190	\$2.88	\$2.45	28,974	(6,849)	27,641	(8,182)	1,992	29,633
DST #11	36,513	11,820	446	10,104	4,460	\$3.09	\$2.24	27,541	(8,972)	30,769	(5,744)	2,987	33,757
DST #12	36,413	6,075	617	16,414	6,170	\$5.99	\$2.97	14,155	(22,258)	23,143	(13,270)	1,792	24,936
D#13 LH	Incl below												0
D#13SH	Incl below												0
D#13MP	39,038	18,800	520	12,817	5,200	\$2.08	\$1.63	43,804	4,766	45,360	6,322	4,979	50,339
DST #14	38,668	19,770	258	3,459	2,580	\$1.96	\$1.73	46,064	7,396	42,242	3,574	1,992	44,233
DST #15	40,111	23,200	502	9,918	5,020	\$1.73	\$1.42	54,056	13,945	53,336	13,225	2,987	56,323
DST #16	33,537	6,740	278	2,922	2,780	\$4.98	\$3.52	15,704	(17,833)	17,993	(15,544)	797	18,789
DST #17	36,065	5,745	1,130	59,923	11,300	\$6.28	\$2.12	13,386	(22,679)	32,215	(3,850)	2,987	35,203
Totals	\$668,802	287,145	6,619	188,391	66,190	Average: \$2.33	Average \$1.89	\$669,048	\$246	\$667,803	(\$999)		

# **OPTION A--Citizen Participation Weighted Formula--25% Based on Per Capita Funding and 75% Based on Three Factors: Non-English, Poverty, and Jobs**

Weighted Factors Using 75% of the Per Capita "Gap" of \$99,393 to Distribute \$74,394 to Three Factors (One Third each)																
District	2004 Funding Amount	District 2000 Pop	City Avg of \$2.33	Net Gain/ (Loss)	Adjusted— keep gain or (loss)	If gain, include addition	If loss, keep 100 % of current amount	If loss, keep 75% of projected loss, if gain keep gain	Distribute (Add)			Distribute (Add)			Three Factor Weighted Total (Non-English, Poverty & Jobs)	
									Number of Non-English Speaking as % Of City Total	Number in Poverty as % of City Wide Total	Number of Jobs Based on Poverty in District	Number of Jobs Based on Poverty in District	Number of Jobs Based on City Wide Total	Number of Jobs Based on City Wide Total		
DIST #1	\$38,592	20,065	46,751	\$8,159	\$46,751	\$46,751	\$46,751	\$46,751	4.34%	\$1,075	5.55%	\$1,376	\$560	2.26%	\$560	\$49,763
DIST #2	42,308	26,565	61,896	19,588	61,896	61,896	61,896	61,896	11.23%	\$2,785	9.10%	\$2,256	\$294	1.19%	\$294	\$67,231
DIST #3	38,803	16,135	37,595	(1,208)	37,595	38,803	37,897	37,897	11.19%	\$2,773	5.92%	\$1,469	\$1,447	5.83%	\$1,447	\$43,585
DIST #4	38,695	17,760	41,381	2,686	41,381	41,381	41,381	41,381	10.16%	\$2,519	7.99%	\$1,981	\$1,148	4.63%	\$1,148	\$47,028
DIST #5	44,882	31,530	73,465	28,583	73,465	73,465	73,465	73,465	16.14%	\$4,002	13.94%	\$3,457	\$845	3.41%	\$845	\$81,769
DIST #6	43,132	24,655	57,446	14,314	57,446	57,446	57,446	57,446	8.79%	\$2,180	12.10%	\$3,001	\$957	3.86%	\$957	\$63,584
DIST #7	44,418	17,250	40,193	(4,226)	40,193	44,418	41,249	41,249	14.86%	\$3,683	12.24%	\$3,036	\$1,102	4.44%	\$1,102	\$49,070
DIST #8	44,592	18,190	42,383	(2,209)	42,383	44,592	42,935	42,935	5.48%	\$1,359	8.11%	\$2,010	\$646	2.60%	\$646	\$46,950
DIST #9	37,212	10,410	24,255	(12,957)	24,255	37,212	27,494	27,494	0.94%	\$232	2.55%	\$633	\$1,776	7.16%	\$1,776	\$30,136
DST #10	35,823	12,435	28,974	(6,849)	28,974	35,823	30,686	30,686	1.22%	\$303	2.16%	\$536	\$1,011	4.08%	\$1,011	\$32,537
DST #11	36,513	11,820	27,541	(8,972)	27,541	36,513	29,784	29,784	1.09%	\$270	3.25%	\$805	\$1,316	5.31%	\$1,316	\$32,175
DST #12	36,413	6,075	14,155	(22,258)	14,155	36,413	19,719	19,719	0.51%	\$126	1.84%	\$457	\$2,216	8.94%	\$2,216	\$22,518
D#13 LH	Inc'l below									\$0		\$0	\$0		\$0	
D#13SH	Inc'l below									\$0		\$0	\$0		\$0	
D#13MP	39,083	18,800	43,804	4,721	43,804	43,804	43,804	43,804	3.82%	\$947	5.41%	\$1,341	\$1,680	6.78%	\$1,680	\$47,773
DST #14	38,668	19,770	46,064	7,396	46,064	46,064	46,064	46,064	1.05%	\$260	2.56%	\$636	\$426	1.72%	\$426	\$47,386
DST #15	40,111	23,200	54,056	13,945	54,056	54,056	54,056	54,056	7.27%	\$1,802	3.79%	\$940	\$1,385	5.59%	\$1,385	\$58,183
DST #16	33,537	6,740	15,704	(17,833)	15,704	33,537	20,162	20,162	0.19%	\$47	0.82%	\$203	\$396	1.60%	\$396	\$20,810
DST #17	36,065	5,745	13,386	(22,679)	13,386	36,065	19,056	19,056	1.71%	\$423	2.66%	\$661	\$7,577	30.56%	\$7,577	\$27,717
Totals	\$668,847	287,145	Average: \$35,213	\$201	\$669,048	\$768,240	\$693,846	\$693,846	99.98%	\$24,785	100.00%	\$24,799	\$24,785	99.95%	\$24,785	\$768,214
Additional cost:														\$99,393	\$24,999	\$99,367



# OPTION A--Citizen Participation Weighted Formula--25% Based on Per Capita Funding and 75% Based on Three Factors: Non-English, Poverty, and Jobs

Weighted Factors Using 75% of the Per Capita "Gap" of \$99,393 to Distribute \$74,394 to Three Factors (One Third each)														
District	2004 Funding Amount	Weighted Vote Expressed as Percent of Total District Pop	City Avg of \$2.33	Net Gain/ (Loss)	POPULATION ADJUSTED FORMULA keep gain or (loss)	HOLD HARMLESS If loss, keep 100 % of current amount If gain, include addition	Distribute (Add)							
							Number of Non-English Speaking as % of City Wide Total	Number Based on Non-English Speaking in District	Number in Poverty as % of City Wide Total	Distribute (Add) Based on Number in Poverty in District	Number of Jobs Wide of District Total	Distribute (Add) Based on City Number of Jobs In District	Three Factor Weighted Total (Non-English, Poverty & Jobs)	
DIST #1	\$38,592	20,065	7%	\$8,159	\$46,751	\$46,751	4.34%	\$1,075	5.55%	\$1,376	2.26%	\$560		\$49,763
DIST #2	42,308	26,565	9%	19,588	61,896	61,896	11.23%	\$2,785	9.10%	\$2,256	1.19%	\$294		\$67,231
DIST #3	38,803	16,135	6%	(1,208)	37,595	38,803	11.19%	\$2,773	5.92%	\$1,469	5.83%	\$1,447		\$43,585
DIST #4	38,695	17,760	6%	2,686	41,381	41,381	10.16%	\$2,519	7.99%	\$1,981	4.63%	\$1,148		\$47,028
DIST #5	44,882	31,530	11%	28,583	73,465	73,465	16.14%	\$4,002	13.94%	\$3,457	3.41%	\$845		\$81,769
DIST #6	43,132	24,655	9%	14,314	57,446	57,446	8.79%	\$2,180	12.10%	\$3,001	3.86%	\$957		\$63,584
DIST #7	44,418	17,250	6%	(4,226)	44,418	44,418	14.86%	\$3,683	12.24%	\$3,036	4.44%	\$1,102		\$49,070
DIST #8	44,592	18,190	6%	(2,209)	42,383	44,592	5.48%	\$1,359	8.11%	\$2,010	2.60%	\$646		\$46,950
DIST #9	37,212	10,410	4%	(12,957)	24,255	37,212	0.94%	\$232	2.55%	\$633	7.16%	\$1,776		\$30,136
DIST #10	35,823	12,435	4%	(6,849)	28,974	35,823	1.22%	\$303	2.16%	\$536	4.08%	\$1,011		\$32,537
DST #11	36,513	11,820	4%	(8,972)	27,541	36,513	1.09%	\$270	3.25%	\$805	5.31%	\$1,316		\$32,175
DST #12	36,413	6,075	2%	(22,258)	14,155	36,413	0.51%	\$126	1.84%	\$457	8.94%	\$2,216		\$22,518
D#13 LH	Inc'l below							\$0		\$0		\$0		
D#13SH	Inc'l below							\$0		\$0		\$0		
DST #13MP	39,083	18,800	7%	4,721	43,804	43,804	3.82%	\$947	5.41%	\$1,341	6.78%	\$1,680		\$47,773
DST #14	38,688	19,770	7%	7,396	46,064	46,064	1.05%	\$260	2.56%	\$636	1.72%	\$426		\$47,386
DST #15	40,111	23,200	8%	13,945	54,056	54,056	7.27%	\$1,802	3.79%	\$940	5.59%	\$1,395		\$58,183
DST #16	33,537	6,740	2%	(17,833)	15,704	33,537	0.19%	\$47	0.82%	\$203	1.60%	\$396		\$20,810
DST #17	36,065	5,745	2%	(22,679)	13,386	36,065	1.71%	\$423	2.66%	\$661	30.56%	\$7,577		\$27,717
Totals		\$668,847	287,145	100.00%	\$201	\$669,048	\$768,240	\$24,785	100.00%	\$24,799	99.95%	\$24,785		\$768,214
Additional cost:						\$99,393								
						\$24,999								

Requested By: Committee Members

**OPTION B--Citizen Participation Weighted Formula--50% Based on Per Capita Funding and 50% Based on Three Factors: Non-English, Poverty, and Jobs**

Weighted Factors Using 50% of the Per Capita "Gap" of \$99,393 to Distribute \$49,797 to Three Factors (One Third each)														
District	2004 Funding Amount	District 2000 Pop	City Avg of \$2.33	Net Gain/ (Loss)	Adjusted-- keep gain or (loss)	If loss, keep 100 % of current amount	If gain, of projected loss, If Gain addition keep gain	Distribute (Add)					Three Factor Weighted Total (Non-English, Poverty & Jobs)	
								Number of Non-English Speaking as % Of City Wide Total	Number Based on Non-English Speaking Peoples	Number in Poverty as % of City Wide Total	Distribute (Add) \$16,599 Based on Number in Poverty in District	Number of Jobs as of City Wide Total		Distribute (Add) \$16,599 Based on Number of Jobs in District
DIST #1	\$38,592	20,065	46,751	\$8,159	\$46,751	\$46,751	\$46,751	4.34%	\$720	5.55%	\$921	2.26%	\$375	\$48,768
DIST #2	42,308	26,565	61,896	19,588	61,896	61,896	61,896	11.23%	\$1,865	9.10%	\$1,510	1.19%	\$197	\$65,468
DIST #3	38,803	16,135	37,595	(1,208)	37,595	38,803	38,199	11.19%	\$1,857	5.92%	\$983	5.83%	\$969	\$42,007
DIST #4	38,695	17,760	41,381	2,686	41,381	41,381	41,381	10.16%	\$1,687	7.99%	\$1,326	4.63%	\$768	\$45,161
DIST #5	44,882	31,530	73,465	28,583	73,465	73,465	73,465	16.14%	\$2,679	13.94%	\$2,314	3.41%	\$566	\$79,024
DIST #6	43,132	24,655	57,446	14,314	57,446	57,446	57,446	8.79%	\$1,460	12.10%	\$2,009	3.86%	\$641	\$61,555
DIST #7	44,418	17,250	40,193	(4,226)	40,193	44,418	42,305	14.86%	\$2,466	12.24%	\$2,032	4.44%	\$738	\$47,541
DIST #8	44,592	18,190	42,383	(2,209)	42,383	44,592	43,487	5.48%	\$910	8.11%	\$1,345	2.60%	\$432	\$46,175
DIST #9	37,212	10,410	24,255	(12,957)	24,255	37,212	30,734	0.94%	\$156	2.55%	\$424	7.16%	\$1,189	\$32,502
DST #10	35,823	12,435	28,974	(6,849)	28,974	35,823	32,398	1.22%	\$203	2.16%	\$359	4.08%	\$677	\$33,637
DST #11	36,513	11,820	27,541	(8,972)	27,541	36,513	32,027	1.09%	\$181	3.25%	\$539	5.31%	\$881	\$33,627
DST #12	36,413	6,075	14,155	(22,258)	14,155	36,413	25,284	0.51%	\$84	1.84%	\$306	8.94%	\$1,483	\$27,158
D#13 LH	Inc'l below								\$0		\$0		\$0	
D#13SH	Inc'l below								\$0		\$898	6.78%	\$1,125	\$46,461
D#13MP	39,083	18,800	43,804	4,721	43,804	43,804	43,804	3.82%	\$634	5.41%	\$425	1.72%	\$285	\$46,949
DST #14	38,668	19,770	46,064	7,396	46,064	46,064	46,064	1.05%	\$174	2.56%	\$629	5.59%	\$927	\$56,819
DST #15	40,111	23,200	54,056	13,945	54,056	54,056	54,056	7.27%	\$1,207	3.79%	\$136	1.60%	\$265	\$25,054
DST #16	33,537	6,740	15,704	(17,833)	15,704	33,537	24,621	0.19%	\$32	0.82%	\$442	30.56%	\$5,072	\$30,523
DST #17	36,065	5,745	13,386	(22,679)	13,386	36,065	24,725	1.71%	\$284	2.66%				
Average:														
Totals	\$668,847	287,145	\$35,213	\$201	\$669,048	\$768,240	\$718,644	99.98%	\$16,596	100.00%	\$16,599	99.95%	\$16,590	\$768,430
Additional cost:						\$99,393	\$49,797							\$99,583

# OPTION C--Citizen Participation Weighted Formula--75% Based on Per Capita Funding and 25% Based on Three Factors: Non-English, Poverty, and Jobs

Weighted Factors Using 25% of the Per Capita "Gap" of \$99,393 to Distribute \$25,355 to Three Factors (One Third each)														
District	2004 Funding Amount	District 2000 Pop	City Avg of \$2.33	Net Gain/ (Loss)	Adjusted-- keep gain or (loss)	If gain, include addition	If loss, keep 25% of projected loss, if Gain keep gain	Number of Non-English Speaking as % Of City Total	Distribute (Add)	Number in Poverty as % of City Wide Total)	Distribute (Add)	Number of Jobs in City Wide Total	Distribute (Add)	Three Factor Weighted Total (Non-English, Poverty & Jobs)
									\$8,452 Based on Number of Non-English Speaking in City District	\$8,452 Based on Number in Poverty in District	\$8,452 Based on Number of Jobs in District			
DIST #1	\$38,592	20,065	46,751	\$8,159	\$46,751	\$46,751	\$46,751	4.34%	\$367	5.55%	\$469	2.26%	\$191	\$47,778
DIST #2	42,308	26,565	61,896	19,588	61,896	61,896	61,896	11.23%	\$949	9.10%	\$769	1.19%	\$100	\$63,715
DIST #3	38,803	16,135	37,595	(1,208)	37,595	38,803	38,501	11.19%	\$945	5.92%	\$501	5.83%	\$493	\$40,440
DIST #4	38,695	17,760	41,381	2,686	41,381	41,381	41,381	10.16%	\$859	7.99%	\$675	4.63%	\$391	\$43,306
DIST #5	44,882	31,530	73,465	28,583	73,465	73,465	73,465	16.14%	\$1,364	13.94%	\$1,178	3.41%	\$288	\$76,296
DIST #6	43,132	24,655	57,446	14,314	57,446	57,446	57,446	8.79%	\$743	12.10%	\$1,023	3.86%	\$326	\$59,538
DIST #7	44,418	17,250	40,193	(4,226)	40,193	44,418	43,362	14.86%	\$1,256	12.24%	\$1,035	4.44%	\$376	\$46,028
DIST #8	44,592	18,190	42,383	(2,209)	42,383	44,592	44,040	5.48%	\$463	8.11%	\$685	2.60%	\$220	\$45,408
DIST #9	37,212	10,410	24,255	(12,957)	24,255	37,212	33,973	0.94%	\$79	2.55%	\$216	7.16%	\$605	\$34,873
DST #10	35,823	12,435	28,974	(6,849)	28,974	35,823	34,111	1.22%	\$103	2.16%	\$183	4.08%	\$345	\$34,742
DST #11	36,513	11,820	27,541	(8,972)	27,541	36,513	34,270	1.09%	\$92	3.25%	\$274	5.31%	\$449	\$35,085
DST #12	36,413	6,075	14,155	(22,258)	14,155	36,413	30,292	0.51%	\$43	1.84%	\$156	8.94%	\$755	\$31,246
D#13 LH	Inc'l below								\$0		\$0		\$0	
D#13SH	Inc'l below								\$0		\$0		\$0	
D#13MP	39,083	18,800	43,804	4,721	43,804	43,804	43,804	3.82%	\$323	5.41%	\$457	6.78%	\$573	\$45,157
DST #14	38,668	19,770	46,064	7,396	46,064	46,064	46,064	1.05%	\$89	2.56%	\$217	1.72%	\$145	\$46,515
DST #15	40,111	23,200	54,056	13,945	54,056	54,056	54,056	7.27%	\$614	3.79%	\$320	5.59%	\$472	\$55,463
DST #16	33,537	6,740	15,704	(17,833)	15,704	33,537	29,079	0.19%	\$16	0.82%	\$69	1.60%	\$135	\$29,299
DST #17	36,065	5,745	13,386	(22,679)	13,386	36,065	30,395	1.71%	\$144	2.66%	\$225	30.56%	\$2,583	\$33,347
Totals	\$668,847	287,145	\$35,213	\$201	\$669,048	\$768,240	\$742,885	99.98%	\$8,451	100.00%	\$8,452	99.95%	\$8,447	\$768,236
Average:														
Additional cost:														\$99,393
														\$74,038
														\$99,389

# **Citizen Participation Per Capita Funding--Holding Losers At Current Levels and Providing a 50% Option**

District	2004 Funding Amount	District 2000 Population	Current Per Capita	City Avg of \$2.33	Net keep gain or Gain/(Loss)	Adjusted-- Net keep gain or (loss)	If loss, keep 100 % of current amount If gain, include projected loss include addition	
DIST #1	\$38,592	20,065	\$1.92	46,751	\$8,159	\$46,751	\$46,751	\$46,751
DIST #2	42,308	26,565	\$1.59	61,896	19,588	61,896	61,896	61,896
DIST #3	38,803	16,135	\$2.40	37,595	(1,208)	37,595	38,803	38,199
DIST #4	38,695	17,760	\$2.18	41,381	2,686	41,381	41,381	41,381
DIST #5	44,882	31,530	\$1.42	73,465	28,583	73,465	73,465	73,465
DIST #6	43,132	24,655	\$1.75	57,446	14,314	57,446	57,446	57,446
DIST #7	44,418	17,250	\$2.57	40,193	(4,226)	40,193	44,418	42,305
DIST #8	44,592	18,190	\$2.45	42,383	(2,209)	42,383	44,592	43,487
DIST #9	37,212	10,410	\$3.57	24,255	(12,957)	24,255	37,212	30,734
DIST #10	35,823	12,435	\$2.88	28,974	(6,849)	28,974	38,695	32,398
DIST #11	36,513	11,820	\$3.09	27,541	(8,972)	27,541	36,513	32,027
DIST #12	36,413	6,075	\$5.99	14,155	(22,258)	14,155	36,413	25,284
D#13 LH	12,491	3,780	\$3.30	8,807	(3,684)	8,807	12,491	10,649
D#13 SH	12,115	1,830	\$6.62	4,264	(7,851)	4,264	12,115	8,189
D#13 MP	14,477	13,190	\$1.10	30,733	16,256	30,733	30,733	30,733
DIST #14	38,668	19,770	\$1.96	46,064	7,396	46,064	46,064	46,064
DIST #15	40,111	23,200	\$1.73	54,056	13,945	54,056	54,056	54,056
DIST #16	33,537	6,740	\$4.98	15,704	(17,833)	15,704	33,537	24,621
DIST #17	36,065	5,745	\$6.28	13,386	(22,679)	13,386	36,065	24,725
<b>Totals</b>	<b>\$668,847</b>	<b>287,145</b>	<b>Average: \$2.33</b>	<b>Average: \$35,213</b>	<b>\$201</b>	<b>\$669,048</b>	<b>\$782,647</b>	<b>\$724,411</b>
							<b>Additional cost: \$113,800</b>	
							<b>\$55,564</b>	

# **Citizen Participation Per Capita Funding of \$2.33--Holding Losers At Current Levels and Providing Phase In Options of 50% and 75%**

District	2004 Funding Amount	District 2000 Population	Current Per Capita	City Avg of \$2.33	Net Gain or (Loss)	Adjusted-- keep gain or (loss)	If loss, keep 100 % of current amount		If gain, include addition	
							50% of projected loss		If gain, include addition	75% addition
DIST #1	\$38,592	20,065	\$1.92	46,751	\$8,159	\$46,751	\$46,751	\$46,751	\$46,751	\$46,751
DIST #2	42,308	26,565	\$1.59	61,896	19,588	61,896	61,896	61,896	61,896	61,896
DIST #3	38,803	16,135	\$2.40	37,595	(1,208)	37,595	38,803	38,803	38,199	38,199
DIST #4	38,695	17,760	\$2.18	41,381	2,686	41,381	41,381	41,381	41,381	41,381
DIST #5	44,882	31,530	\$1.42	73,465	28,583	73,465	73,465	73,465	73,465	73,465
DIST #6	43,132	24,655	\$1.75	57,446	14,314	57,446	57,446	57,446	57,446	57,446
DIST #7	44,418	17,250	\$2.57	40,193	(4,226)	40,193	44,418	44,418	42,305	42,305
DIST #8	44,592	18,190	\$2.45	42,383	(2,209)	42,383	44,592	44,592	43,487	43,487
DIST #9	37,212	10,410	\$3.57	24,255	(12,957)	24,255	37,212	37,212	30,734	30,734
DIST #10	35,823	12,435	\$2.88	28,974	(6,849)	28,974	38,695	38,695	32,398	32,398
DIST #11	36,513	11,820	\$3.09	27,541	(8,972)	27,541	36,513	36,513	32,027	32,027
DIST #12	36,413	6,075	\$5.99	14,155	(22,258)	14,155	36,413	36,413	25,284	25,284
D#13 LH	12,491	3,780	\$3.30	8,807	(3,684)	8,807	12,491	12,491	10,649	10,649
D#13SH	12,115	1,830	\$6.62	4,264	(7,851)	4,264	12,115	12,115	8,189	8,189
D#13MP	14,477	13,190	\$1.10	30,733	16,256	30,733	30,733	30,733	30,733	30,733
DST #14	38,668	19,770	\$1.96	46,064	7,396	46,064	46,064	46,064	46,064	46,064
DST #15	40,111	23,200	\$1.73	54,056	13,945	54,056	54,056	54,056	54,056	54,056
DST #16	33,537	6,740	\$4.98	15,704	(17,833)	15,704	33,537	33,537	24,621	24,621
DST #17	36,065	5,745	\$6.28	13,386	(22,679)	13,386	36,065	36,065	24,725	24,725
<b>Totals</b>	<b>\$668,847</b>	<b>287,145</b>	<b>Average: \$2.33</b>	<b>Average: \$35,213</b>	<b>\$201</b>	<b>\$669,048</b>	<b>\$782,647</b>	<b>\$724,411</b>	<b>\$55,564</b>	<b>\$85,350</b>
							<b>Additional cost:</b>			
							<b>100%</b>	<b>50%</b>		
							<b>\$113,800</b>	<b>\$55,564</b>		

**2004 Ad Hoc Committee On Citizen Participation  
REPORT TO THE SAINT PAUL COMMUNITY  
TUESDAY, JUNE 29th, 7:00 P.M.  
Dunning Recreation Center, 1221 Marshall Avenue, Saint Paul MN**

**Proposed Draft Agenda**

- I. Welcome and Introduction**
- II. Review The Goals of the Process Initiated By the City Council on April 21, 2004.**
- III. Review the Documentation of the Process and the Recommendations of the Ad Hoc Committee on Citizen Participation Concerning:**
  - A. Criteria for Accountability and Inclusiveness** - Explain the matrix developed by the group and the significance of the criteria identified for measurement.

(Caveat: These criteria are important to the District Councils. Each Council views them as useful and necessary in order to improve accountability and inclusiveness. Each District is unique and each needs to be judged individually based on their unique circumstances, history and organizational efforts).
  - B. Funding Formula Recommendations** - After careful evaluation of the various formulas the group reached consensus on Option D based on using \$690,300 as the starting amount with 75% population, 15% poverty, 5% non-English speaking, and 5% jobs with \$37,000 minimum base with an option for annual increases and periodic review.

(Future increases should be applied equally across the board to each district. The distribution formula should be revised based on the decennial census, and the mid-decade census estimates promulgated by the US Census Bureau.)
  - C. Proposal For Staff Support for Citizen Participation** - The group expressed the wish to: Increase coordination and cooperation with the City by identifying contact people for each department, office and division in the City who would be assigned specifically to work with the District Councils and have the responsibility for community liaison included in the respective job descriptions for each staff person so assigned.

Menu of ways the City can provide technical support for district council functions:

    - Staff orientation
    - Board training
    - Audit support
    - Data collection
    - GIS support (maps)
    - Facilitation (If Any)
  - D. Recommendations to synchronize annual elections** -the group agreed to look into holding elections two times a year (April/May and/or October/November).
  - E. Other Recommendations (If Any)**
- IV. Comments and Recommendations from the Community**
- V. Concluding Remarks**

**Saint Paul City Council Research  
310 City Hall, Saint Paul, Minnesota**

## **2004 Ad Hoc Committee On Citizen Participation**

### **The Flowing Documents Are the Official Recommendations of the Ad Hoc Committee, June 29, 2004**

Including The Following Documents:

1. Matrix on Fiscal and Administrative Accountability for Districts (Copied on Green Paper)
2. Matrix on Data Collection and Evaluation for District Councils (Copied on Hot Pink Paper)
3. Recommendation on the Matter of City Staff Support for Citizen Participation (Copied on Blue Paper)
4. Spreadsheets: Two Versions of Option D Describing the Formula for Funding Allocation.

The Spreadsheet Copied on Light Yellow Paper Shows the Aggregate for Each District

The Spreadsheet Copied on Goldenrod Paper Shows the Aggregate for All the Districts plus the Breakout of the Three Separate Organizations Contained in District 13.

**Fiscal and Administrative Accountability Matrix for  
District Councils**

	Yes or No	Date	Explanation
<b>Fiscal Accountability</b>			
Does the organization have established financial procedures adopted by the board of directors?			
Does the board of directors review financial reports on a regular basis?			
Does the organization do an internal reconciliation each year that is reviewed by the board of directors?			
Does the organization conduct an external audit/reconciliation regularly?			
If yes, when was the last time the organization conducted an external review of the organization's finances?			
<b>Administrative Accountability</b>			
When was the last review of the organization's by-laws by the board of directors?			
When was the last review of the organization's personnel policies by the board of directors?			
<b>Community Accountability</b>			
When was the last community evaluation of the organization?			



Data Collection and Evaluation Matrix for District Councils

ENDS	2004 TOTAL	2004 IDENTIFIED GROUPS	2004 COMMUNITIES OF COLOR	2004 RENTERS	2005 TOTAL	2005 IDENTIFIED GROUPS	2005 COMMUNITIES OF COLOR	2005 RENTERS
Board Membership								
Public Meetings								
Org. Rep. Attendance @ Partner Events and meetings								
Total # of People Engaged per Year								
# of People with a Frequent and Regular Commitment†								
MEANS								
# of Notices Distributed								
Newsletters, Articles, Web Sites, and Press Releases								
% of Budget Committed to Inclusiveness								
% of Staff Time Committed to Inclusiveness								
OTHER STRATEGIES								
OTHER STRATEGIES								
OTHER STRATEGIES								
OTHER STRATEGIES								

\* Identified Groups are those demographic groups that individual district councils have identified as requiring specific and additional outreach

† e.g. block club members, committee members, ongoing projects, etc

## **2004 Ad Hoc Committee on Citizen Participation**

### **Recommendations on the Matter of City Staff Support For Citizen Participation in Saint Paul (June 22, 2004)**

People in the each department should be assigned as connection point for district councils – this would be better than one point person in PED.

Don't need a new District Council Coordinator in City Hall. Need assigned people to respond to district council concerns, who are responsible for positive communication with district councils.

Need specific contacts for departments – too much time is spent trying to contact people and getting no response.

It should be the policy of departments to have an identified / assigned person for district councils.

Retainer – have access to facilitated process with City staff at the district councils' request.

Objective is improved communication – specific people to be assigned to assist us.

Like designated hours/staff to deal with district councils. Assume that it will be easier for the City Council to swallow rather than requesting a new staff person. A new staff position would be pitted against a police job. Reality check about what can be done given the financial situation of the City.

PED staff used to support the district councils. The districts can't do research and revise plans on their own. Need help / contact person – information that identifies who's in charge of what. The City needs to demonstrate a commitment to the system (needs consistency).

Suggest that PED staff be assigned to district councils.

**AGREEMENT – Increased coordination with the City by identifying contact people to work with the District Councils (included in their job descriptions).**

**AGREEMENT – Menu of ways the City can provide technical support for district council functions:**

- Staff orientation
- Board training
- Audit support
- Data collection
- GIS support (maps)
- Facilitation



**Formula based on Population, Poverty, Non-English Speaking Residents and Jobs  
with a Minimum Allocation of \$37,000 Per District.  
(Shows District 13 Broken Out for All Three Segments)**

**FUNDING: 75% POPULATION, 15% POVERTY, 5% Non-English Speaking, and 5% JOBS**

DISTRICT	Pop. %	75%Pop	517,949	103589.7	Allocation	Div. %	34529.9	Jobs%	5% Jobs	Proposed	Current	Change	37K min	Final
				Pov %	15% Pov		Div. %	Allocation			Allocation			Allocation
1	0.07	\$ 36,256.40	0.0555	\$ 5,749.23	0.0433	\$ 1,495.14	0.0225	\$ 776.92	\$ 44,277.69	\$ 38,592.00	\$ 5,685.69	\$ 44,277.69	\$	\$ 44,277.69
2	0.092	\$ 47,651.26	0.091	\$ 9,426.66	0.112	\$ 3,867.35	0.0118	\$ 407.45	\$ 61,352.73	\$ 42,308.00	\$ 19,044.73	\$ 61,352.73	\$	\$ 61,352.73
3	0.056	\$ 29,005.12	0.0592	\$ 6,132.51	0.1118	\$ 3,860.44	0.058	\$ 2,002.73	\$ 41,000.80	\$ 38,803.00	\$ 2,197.80	\$ 41,000.80	\$	\$ 41,000.80
4	0.062	\$ 32,112.81	0.0799	\$ 8,276.82	0.101	\$ 3,487.52	0.046	\$ 1,588.38	\$ 45,465.52	\$ 38,695.00	\$ 6,770.52	\$ 45,465.52	\$	\$ 45,465.52
5	0.11	\$ 56,974.34	0.1394	\$ 14,440.40	0.161	\$ 5,559.31	0.034	\$ 1,174.02	\$ 78,148.07	\$ 44,882.00	\$ 33,266.07	\$ 78,148.07	\$	\$ 78,148.07
6	0.086	\$ 44,543.57	0.121	\$ 12,534.35	0.087	\$ 3,004.10	0.0385	\$ 1,329.40	\$ 61,411.43	\$ 43,132.00	\$ 18,279.43	\$ 61,411.43	\$	\$ 61,411.43
7	0.06	\$ 31,076.91	0.1224	\$ 12,679.38	0.148	\$ 5,110.43	0.0444	\$ 1,533.13	\$ 50,399.84	\$ 44,418.00	\$ 5,981.84	\$ 50,399.84	\$	\$ 50,399.84
8	0.063	\$ 32,630.76	0.0811	\$ 8,401.12	0.0548	\$ 1,892.24	0.026	\$ 897.78	\$ 43,821.90	\$ 44,592.00	\$ (770.10)	\$ 43,821.90	\$	\$ 43,821.90
9	0.036	\$ 18,646.15	0.0255	\$ 2,641.54	0.009	\$ 310.77	0.0716	\$ 2,472.34	\$ 24,070.79	\$ 37,212.00	\$ (13,141.21)	\$ 12,929.21	\$	\$ 37,000.00
10	0.043	\$ 22,271.79	0.0216	\$ 2,237.54	0.0122	\$ 421.26	0.04	\$ 1,381.20	\$ 26,311.78	\$ 35,823.00	\$ (9,511.22)	\$ 10,688.22	\$	\$ 37,000.00
11	0.041	\$ 21,235.89	0.0324	\$ 3,356.31	0.0108	\$ 372.92	0.0536	\$ 1,850.80	\$ 26,815.92	\$ 36,513.00	\$ (9,697.08)	\$ 10,184.08	\$	\$ 37,000.00
12	0.021	\$ 10,876.92	0.0184	\$ 1,906.05	0.005	\$ 172.65	0.089	\$ 3,073.16	\$ 16,028.78	\$ 36,413.00	\$ (20,384.22)	\$ 20,971.22	\$	\$ 37,000.00
13 LH	0.0132	\$ 6,836.92	0.0293	\$ 3,035.18	0.0214	\$ 738.94	0.021	\$ 725.13	\$ 11,336.17	\$ 12,491.00	\$ (1,154.83)			
13 SH	0.0064	\$ 3,314.87	0.0047	\$ 486.87	0.0032	\$ 110.50	0.015	\$ 517.95	\$ 4,430.19	\$ 12,115.00	\$ (7,684.81)			
13 MP	0.0459	\$ 23,773.84	0.0216	\$ 2,237.54	0.0192	\$ 662.97	0.034	\$ 1,174.02	\$ 27,161.21	\$ 14,477.00	\$ 12,684.21			
14	0.069	\$ 35,738.45	0.0256	\$ 2,651.90	0.0104	\$ 359.11	0.017	\$ 587.01	\$ 39,336.46	\$ 38,668.00	\$ 668.46			\$ 39,336.46
15	0.081	\$ 41,953.83	0.0379	\$ 3,926.05	0.072	\$ 2,486.15	0.0558	\$ 1,926.77	\$ 50,292.80	\$ 40,111.00	\$ 10,181.80			\$ 50,292.80
16	0.024	\$ 12,430.76	0.0082	\$ 849.44	0.0019	\$ 65.61	0.0159	\$ 549.03	\$ 13,894.83	\$ 33,537.00	\$ (19,642.17)	\$ 23,105.17		\$ 37,000.00
17	0.021	\$ 10,876.92	0.0266	\$ 2,755.49	0.016	\$ 552.48	0.3055	\$ 10,548.88	\$ 24,733.77	\$ 36,065.00	\$ (11,331.23)	\$ 12,266.23		\$ 37,000.00
Totals							0.9996		\$ 690,290.67	\$ 668,847.00	\$ 21,443.67	\$ 90,144.12		\$ 737,507.24

Explanation Notes:

Population Allocation: 75% Allocated based on population  
\$517,949

Poverty Allocation: 15% Allocated on the percent of city wide poverty in each district \$103,589.70

Diversity Allocation: 5% Allocated on the percent of non-English speaking residents \$34,529.90

Jobs Allocation: 5% Allocated on the percent of Employees \$34,529.90

Additional Funds Needed To Provide 37K Minimum Base Funding

Additional Funds distributed by the formula

\$ 21,443.67

\$ 90,144.12

Total additional funds to the system

\$ 111,587.80



# Op' n D

## Formula Based on Using \$690,300 As the Starting Amount--With 75% Population, 15% Poverty, 5% Non-English Speaking, and 5% Jobs--With a 37K Minimum Base.

FUNDING: 75% POPULATION, 15% POVERTY, 5% Non-English Speaking, and 5% JOBS

District	Pop. %	75%Pop	517,949	103589.7	Allocation	15% Pov	34529.9	Allocation	5% Div.	34529.9	Jobs%	5% Jobs	Proposed Allocation	Current	Change	37K min	Final Allocation	
1	0.07	\$	36,256.40	0.0555	\$	5,749.23	0.0433	\$	1,495.14	0.0225	\$	776.92	\$	38,592.00	\$	5,685.69	\$	44,277.69
2	0.092	\$	47,651.26	0.091	\$	9,426.66	0.112	\$	3,867.35	0.0118	\$	407.45	\$	42,308.00	\$	19,044.73	\$	61,352.73
3	0.056	\$	29,005.12	0.0592	\$	6,132.51	0.1118	\$	3,860.44	0.058	\$	2,002.73	\$	38,803.00	\$	2,197.80	\$	41,000.80
4	0.062	\$	32,112.81	0.0799	\$	8,276.82	0.101	\$	3,487.52	0.046	\$	1,588.38	\$	38,695.00	\$	6,770.52	\$	45,465.52
5	0.11	\$	56,974.34	0.1394	\$	14,440.40	0.161	\$	5,559.31	0.034	\$	1,174.02	\$	44,882.00	\$	33,266.07	\$	78,148.07
6	0.086	\$	44,543.57	0.121	\$	12,534.35	0.087	\$	3,004.10	0.0385	\$	1,329.40	\$	43,132.00	\$	18,279.43	\$	61,411.43
7	0.06	\$	31,076.91	0.1224	\$	12,679.38	0.148	\$	5,110.43	0.0444	\$	1,533.13	\$	44,418.00	\$	5,981.84	\$	50,399.84
8	0.063	\$	32,630.76	0.0811	\$	8,401.12	0.0548	\$	1,892.24	0.026	\$	897.78	\$	44,592.00	\$	(770.10)	\$	43,821.90
9	0.036	\$	18,646.15	0.0255	\$	2,641.54	0.009	\$	310.77	0.0716	\$	2,472.34	\$	37,212.00	\$	(13,141.21)	\$	37,000.00
10	0.043	\$	22,271.79	0.0216	\$	2,237.54	0.0122	\$	421.26	0.04	\$	1,381.20	\$	35,823.00	\$	(9,511.22)	\$	37,000.00
11	0.041	\$	21,235.89	0.0324	\$	3,356.31	0.0108	\$	372.92	0.0536	\$	1,850.80	\$	36,513.00	\$	(9,697.08)	\$	37,000.00
12	0.021	\$	10,876.92	0.0184	\$	1,906.05	0.005	\$	172.65	0.089	\$	3,073.16	\$	36,413.00	\$	(20,384.22)	\$	37,000.00
13	0.065	\$	33,666.65	0.0541	\$	5,604.20	0.0382	\$	1,319.04	0.0677	\$	2,337.67	\$	39,083.00	\$	3,844.57	\$	42,927.57
14	0.069	\$	35,738.45	0.0256	\$	2,651.90	0.0104	\$	359.11	0.017	\$	587.01	\$	38,668.00	\$	668.46	\$	39,336.46
15	0.081	\$	41,953.83	0.0379	\$	3,926.05	0.072	\$	2,486.15	0.0558	\$	1,926.77	\$	40,111.00	\$	10,181.80	\$	50,292.80
16	0.024	\$	12,430.76	0.0082	\$	849.44	0.0019	\$	65.61	0.0159	\$	549.03	\$	33,537.00	\$	(19,642.17)	\$	37,000.00
17	0.021	\$	10,876.92	0.0266	\$	2,755.49	0.016	\$	552.48	0.3055	\$	10,548.88	\$	36,065.00	\$	(11,331.23)	\$	37,000.00
Totals													\$	668,847.00	\$	21,443.68	\$	780,434.81

### Explanation Notes:

Population Allocation: 75% Allocated based on population

\$517,949

Poverty Allocation: 15% Allocated on the percent of city wide poverty in each district \$103,589.70

Diversity Allocation: 5% Allocated on the percent of non-English speaking residents \$34,529.90

Jobs Allocation: 5% Allocated on the percent of Employees \$34,529.90

Additional Funds Needed To Provide 37K Minimum Base Funding

\$ 90,144.12

Additional Funds distributed by the formula

\$ 21,443.68

Total additional funds to the system

\$ 111,587.81