

CITY OF DUBUQUE

Community Engagement Plan with Findings Overview for FY2017 Budget

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Table of Contents

Background/context	2
Participation:.....	2
S.M.A.R.T. Goals:.....	2
Participant demographics	3
Evaluation	4
Limitations:	5
Findings overview	6
Topics with most public input.....	7
Appendix A (Kiosk locations).....	8

Background/context

In June of 2015 staff asked what could be done to increase resident participation in our budget process. The three main themes were for the City Manager to hold multiple meetings within the neighborhoods, increase marketing and to gather public input prior to council goals and priorities being finalized. The city manager allowed staff to pilot few changes to the FY2017 budget process.

Participation:

Between October and November city staff hosted 3 evening community meetings at Comiskey Park, Prescott Elementary and Multicultural Family Center. During the month of November an online survey was made available to the public. For community members without access to a computer or internet, kiosks were placed in 9 different locations (Appendix A) which had the same survey available.

By November 22nd, a total of 115 community members shared their input. Out of the 115, staff reached 55 through the in person meetings, 35 participants took the online survey and 25 took the survey at one of the community kiosks.

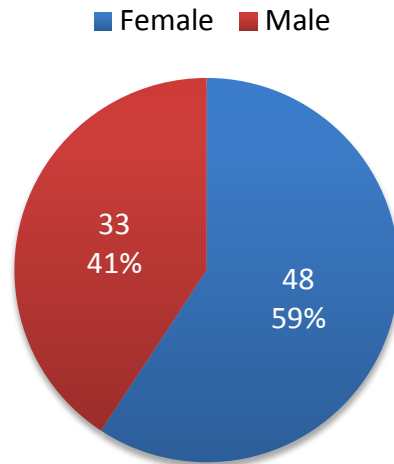
S.M.A.R.T. Goals:

1. Capture one or more participant need around individual/family, neighborhood and community for which to assess allocation of resources. **(goal met)**
2. Equip participants with 1 or more necessary documents to help them have more informed input. **(goal met)**
3. Follow up with participants by end of December to inform on budget request sand to inform them on next steps. **(follow up made in January)**
4. Follow up with participants by end of January to make them aware of City Manager recommendations. **(goal met)**

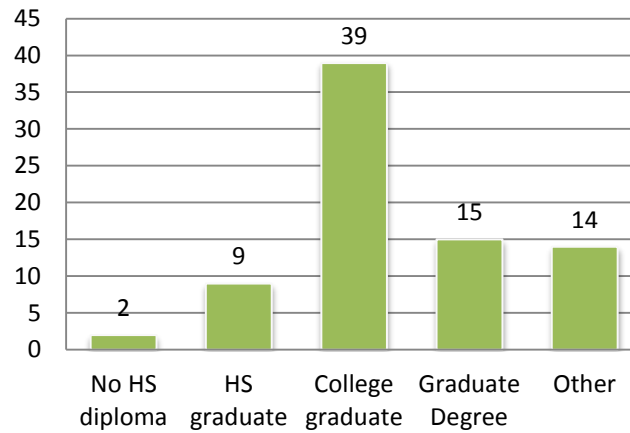
Participant demographics

It is important to note that around 35 community members did not provide demographic information.

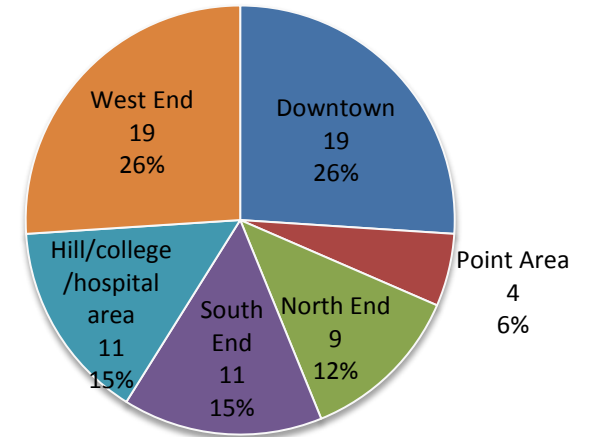
Gender



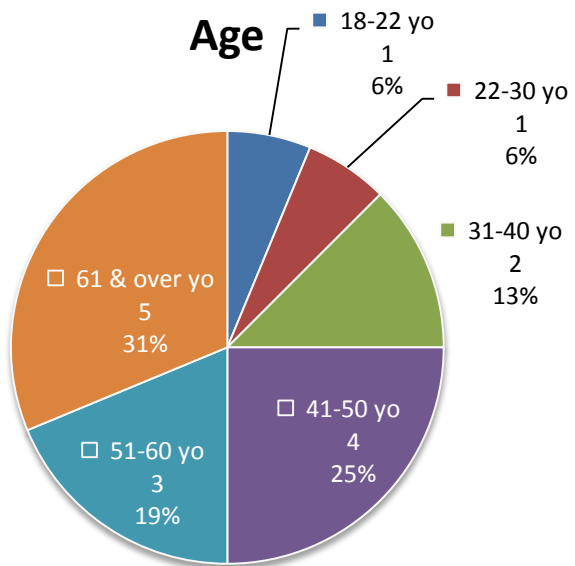
Education



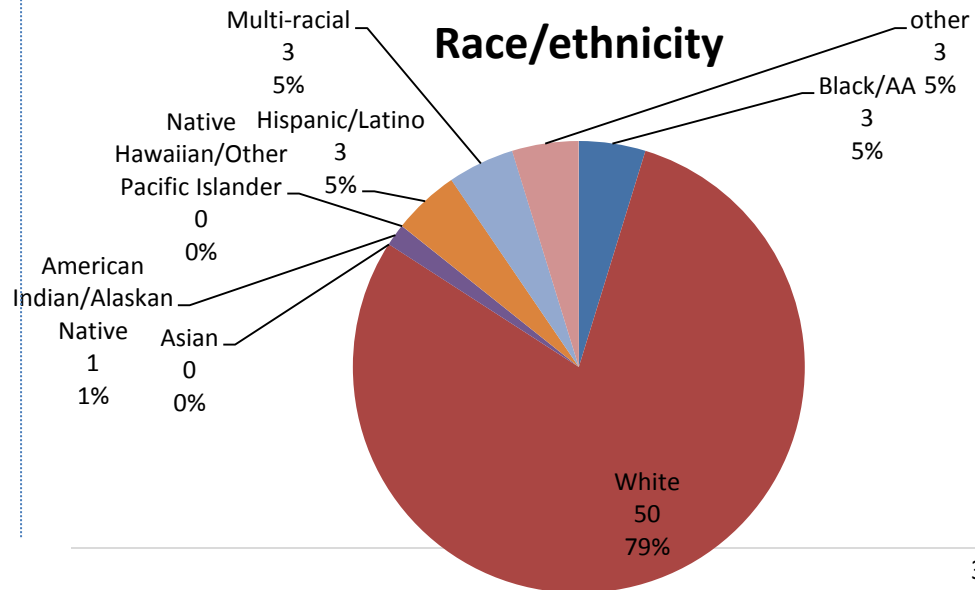
Geography



Age



Race/ethnicity



Evaluation

Out of the 55 meeting participants, 35 filled out the participant evaluation which is a 64% response rate. The online survey and kiosks participants were not asked to fill out a meeting evaluation as they did not attend a meeting.

CATEGORY 1: PREPARATION	
1. The notice, advertisement and/or invitation to participate was clear and welcoming.	3.37143
2. Information about the meeting topic, provided to me before or at the meeting, helped prepare me to participate more effectively.	3.0
3. The purpose of the meeting was clear to me.	3.51429
4. Before the meeting, I believed that my views would be taken seriously by policymakers.	3.1
5. Before the meeting, I believed that our collective views or recommendations would be seriously considered by policymakers.	2.9
CATEGORY 2: PARTICIPANTS	
6. The participants in the meeting reflected the diversity of our people and views of the community	3.02857
7. The mix of participants was appropriate for the subject matter of the meeting	3.1
8. Participants felt comfortable with each other.	3.54286
9. Participants treated each other respectfully.	3.6
10. I believe that other participants were constructive in their comments.	3.3
CATEGORY 3: PROCESS	
11. The agenda and process for the meeting were appropriate for the topic and helped make the meeting productive.	3.14286
12. There was sufficient opportunity for me to express my views about what I thought was important.	3.1
13. There was sufficient opportunity for me to exchange views and learn from others.	3.02857
14. There was sufficient opportunity for me to develop joint views and/or recommendations with others.	3.1
15. The facilitator(s) provided a safe and well-managed environment for participants	3.3
CATEGORY 4: RESULTS	
16. I believe that this meeting will result in better decisions on the topic discussed.	3.02857
17. It was clear to me how decision makers will use the results of this meeting.	3.0
18. I would participate in meetings like this again.	3.3
19. I would encourage other residents to participate in similar public engagement processes on this or other appropriate topics.	3.3
0-1 (strongly disagree) 1.1-2 (somewhat disagree) 2.1-3 (somewhat agree) 3.1-4 (strongly agree)	

Limitations:

- Lot of information for the public to process in short timeframe
- Not able to tell the number of people who voted for each item for the in-person meeting
- Not everyone voted and/or not everyone used all of their votes
- No time for groups to discuss answers with other table groups
- Did not reach 5-10% of the population or within geographical areas
- No larger context through which to make sense of the data; no city wide resident survey
- Demographics not representative of geographical locations
- Timing of the process for some groups did not work

Findings overview

In no particular order, below are the topic categories which were pulled from the 281 comments. The table also indicates, with an X, if the group had comments regarding that topic.

Topic	Northend	CIRCLES	MFC	Survey (kiosk + online)
Housing	X	X	X	X
Programming/training	X	X	X	
Lighting	X	X		X
Police	X	X		X
Environmental		X	X	X
City staffing		X	X	X
Budget/debt			X	X
Cameras	X			X
Transportation		X		X
Open data			X	
Parks				X
Parking				X
Library				X
Mental health				X
Community engagement				X

- Popular topics across groups: Housing
- Focusing on groups with 22 or more participants only, the popular topics across these groups are: Housing, Lighting, Police
- Focusing on Northend and the survey, the popular topics across these groups are: Housing, Lighting, Police, Cameras
- Focusing on CIRCLES and the survey, the popular topics across these groups are: Housing, Lighting, Police, Environment, Transportation, City staffing
- Focusing on MFC and the survey, the popular topics across these groups are: Housing, Staffing, Housing, Budget and debt, Environment

Topics with most public input

Below, in the order of overall popularity, are the topics. Popularity score is determined by combining votes with the number of people who wrote in the same or similar comment to a given topic in the survey.

The topics which scored the top half in the popularity score are: Programs/training, Police, Transportation, Lighting, Housing, City Staffing, Cameras, and Park. These topics needed to receive a popularity score of 30 or more.

The following topics received a popularity score of less than 29 on an average: Environment, Budget, Parking, Library, Debt, Open Data, Mental Health, and Community Engagement.

Note: *If you want raw data and/or you want to understand which comments come from which neighborhood/geographic area please let me know (this can only be done for surveys).*

To view all original public comments staff received, both in-person and online, please click this link:

<http://cityofdubuque.org/DocumentCenter/View/27215>

Appendix A (Kiosk locations)

