



**CITY OF VALLEJO
PARTICIPATORY BUDGETING STEERING COMMITTEE
REGULAR MEETING AGENDA
Tuesday, April 21, 2015
6:30 – 9:00 p.m**

**Joseph Room, JFK Library
505 Santa Clara Street
VALLEJO, CALIFORNIA 94590**

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the PB Steering Committee without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Those wishing to address the Committee on any matter for which another opportunity to speak is not provided on the AGENDA but which is within the jurisdiction of the Committee may address the Committee during the "PUBLIC INPUT" portion of the AGENDA.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Committee will be available for public inspection at the City Clerk's Office, 555 Santa Clara Street, Vallejo, CA at the same time that the public records are distributed or made available to the Committee. Such documents may also be available on the City of Vallejo website at <http://www.ci.vallejo.ca.us> subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648- 4527, TDD (707) 649-3562.

Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.

1. CALL TO ORDER

2. ROLL CALL

3. WELCOME AND INTRODUCTIONS

4. APPROVAL OF THE MINUTES

Minutes from the 03/17/15 Regular Meeting will be presented for approval.

5. PUBLIC COMMENT

Any member of the public wishing to directly address the Committee on any item not on this agenda has the opportunity to comment at this time.

6. UPDATE ON BUDGET DELEGATE PHASE

City staff and committee facilitators will update the Steering Committee on the Cycle 3 Delegate phase.

7. PLANNING FOR 1ST STAGE PROJECT PROPOSAL REVIEW

The Steering Committee will discuss and consider a process for conducting a PBSC review of all submitted project proposals at the 1st Stage Review (May 22, 2015), including identifying possible parameters, thresholds, scope of feedback, and establishing a working group of PBSC members to conduct reviews. Discussion will also focus on outreach to non-profit

organizations for prequalification, for both the April 30th Partner fair and the May 22 deadline.

Action: *By motion, nominate and approve a working group of PBSC members to conduct 1st Stage Review on behalf of the PBSC.*

Contact: Will Morat, Administrative Analyst I, will.morat@cityofvallejo.net, 707-648-4109

8. FY 2015-16 BUDGET PROCESS DISCUSSION

The Steering Committee will discuss the upcoming FY 2015-16 budget and possible avenues to promote PB throughout the City Council-directed budgetary process. In accordance with Vallejo's City Charter Section 701 and 716, the PBSC is not authorized to take direct budgetary action.

9. CYCLE 2 PROJECT IMPLEMENTATION UPDATE

City staff and the Monitoring Subcommittee will update the Steering Committee on project implementation, focusing on Cycle 2 projects underway.

Contact: Will Morat, Administrative Analyst I, will.morat@cityofvallejo.net, 707-648-4109

10. REVIEW AND FEEDBACK OF ONLINE VOTING PROTOTYPES

The Steering Committee will review prototypes for online voting provided remotely by Stanford University's Crowdsourced Democracy Team and discuss feedback to be conveyed back to the Stanford team in preparation for the October vote.

11. DISCUSSION AND NOMINATION OF A SIXTH MEMBER TO THE PBSC EXECUTIVE COMMITTEE

The Steering Committee will discuss the possibility of nominating a sixth member to the PBSC Executive Committee – David Gonzalez – who was nominated for Chair but was not elected at the March 17, 2015 Regular Meeting.

Action: *By motion, determine whether David Gonzalez will be placed on the Executive Committee, increasing the total number of Executive Committee members to six (6).*

12. STANDING REPORT FROM FOUR SUB-COMMITTEES

The Executive Committee member from each of the four sub-committees (Outreach, Event Planning, Project Monitoring, and Research, Evaluation & Policy) will provide a brief verbal report and update to the entire Steering Committee on their work, progress, and tasks.

13. ANNOUNCEMENTS & NEXT STEPS

City staff or Steering Committee members may address the Committee on relevant business.

14. ADJOURNMENT

I, Dawn Abrahamson, City Clerk, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Participatory Budgeting Steering Committee, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 4:30 p.m., Thursday, April 16, 2015.



WILL MORAT FOR

Dawn G. Abrahamson, City Clerk

Dated: April 16, 2015