



**CITY OF VALLEJO
PARTICIPATORY BUDGETING STEERING COMMITTEE
REGULAR MEETING AGENDA
Thursday, October 20, 2016
6:30 – 9:00 p.m.**

**Mare Island Conference Center
375 G 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 09/15/16 Regular Meeting will be presented for approval.
- 5. CITY COUNCIL LIAISON REPORT**
- 6. 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.
- 7. CYCLE 4 IDEA COLLECTION PHASE SUMMARY**
The PBSC will receive an update of the results of the Cycle 4 Idea Collection phase and provide feedback.

Contact: Alyssa Lane, Administrative Analyst I, alyssa.lane@cityofvallejo.net, 707-648-4577

8. CYCLE 4 PROJECT DEVELOPMENT PHASE UPDATE

The PBSC will receive an update of the current Proposal Development phase and identify areas for PBSC members to offer support.

Contact: Alyssa Lane, Administrative Analyst I, alyssa.lane@cityofvallejo.net, 707-648-4577

9. PLANNING FOR 1ST STAGE 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 (November 16, 2016), including identifying possible parameters, 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.

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

Contact: Alyssa Lane, Administrative Analyst I, alyssa.lane@cityofvallejo.net, 707-648-4577

10. CONSIDERATION FOR ENFORCEMENT OF THE PBSC ATTENDANCE POLICY (8:20pm)

Per the PB Cycle 4 Rulebook, members of the PBSC who miss three regular meetings are in violation and subject to reappointment. The PBSC will consider whether to recommend enforcement of the attendance policy and appointment of new members.

ACTION: *By motion, the PBSC will make a recommendation to City Council on enforcement of the Steering Committee attendance policy.*

Contact: Alyssa Lane, Administrative Analyst I, alyssa.lane@cityofvallejo.net, 707-648-4577

11. PROJECT IMPLEMENTATION UPDATE

12. ANNOUNCEMENTS & NEXT STEPS

City staff will provide an update on Cycle 4 process, recent updates, and other relevant business.

13. 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., Monday, October 17, 2016.

Alyssa Lane
FOR

Dated: October 14, 2016

Dawn G. Abrahamson, City Clerk