



**CITY OF VALLEJO
PARTICIPATORY BUDGETING STEERING COMMITTEE
REGULAR MEETING AGENDA
Thursday, February 16, 2017
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 1/19/17 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. DISCUSSION OF 2nd STAGE REVIEW FEEDBACK**
The PBSC will provide feedback on project proposals submitted in the [2nd Stage Review](#) (February 5, 2017). Per the Cycle 4 Rulebook, the PBSC may make a recommendation to the City on which projects have eligibility concerns or require additional analysis. All proposals are available for

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review online.

ACTION: *By motion, the PBSC will determine which proposals have eligibility concerns and require additional in-depth analysis by City staff and PBSC members.*

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

8. FY 2017-2018 ANNUAL BUDGET PROCESS DISCUSSION

Staff will present to the PBSC the City of Vallejo's Annual Budget process and upcoming milestones. The PBSC will also review the resolution approved at the January 19, 2017 Regular Steering Committee meeting recommending to City Council the reallocation of unspent Cycle 1, Cycle 2, and Cycle 3 project funding.

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

9. CYCLE 4 DELEGATE SOCIAL AND OUTREACH OPPORTUNITIES

The PBSC will discuss and sign up for outreach opportunities, including the upcoming delegate and community social.

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

10. IMPLEMENTATION UPDATE

City staff will provide an update to the PBSC on implementation updates and milestones.

11. ANNOUNCEMENTS & NEXT STEPS

City staff will provide an update on recent updates and other relevant business.

12. 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, February 13, 2017.

Alyssa Lane
FOR

Dated: February 13, 2017

Dawn G. Abrahamson, City Clerk

**PARTICIPATORY BUDGETING STEERING COMMITTEE
RESOLUTION OF JANUARY 19, 2017**

**A RESOLUTION OF THE PARTICIPATORY BUDGETING STEERING COMMITTEE RECOMMENDING
THE REALLOCATION OF UNSPENT FUNDS FROM INACTIVE PB PROJECTS**

WHEREAS, on July 17, 2012, the City Council of the City of Vallejo created a Community Steering Committee via Resolution 12-108 N.C, and appointed representatives from civic organizations and their representatives to be an advisory committee to the Council in its proposal regarding the PB process and structure; and

WHEREAS, upon the completion of the Participatory Budgeting (PB) election process after Cycle 1 (2013), Cycle 2 (2014) and Cycle 3 (2015), the results were presented to the City Council and projects selected by the public were allocated Measure B funding by City Council; and

WHEREAS, pursuant to Resolution No. 13-09 N.C., the Council allocated \$170,000 in Measure B funding for the Cycle 1 PB Project "Light Up Vallejo"; and

WHEREAS, the Light Up Vallejo project partially completed its goals resulting in \$137,974 in unspent funding; and

WHEREAS, pursuant to Resolution No. 14-128 N.C., the Council allocated \$18,000 in Measure B funding for the Cycle 2 Project "Improving School Meals"; and

WHEREAS, the Improving School Meals project partially completed its goals resulting in \$10,665 in unspent funding.

WHEREAS, pursuant to Resolution No.16-049 N.C., the Council allocated \$82,000 in Measure B funding to extend the Cycle 2 PB Project "Summer Youth Employment and Internship Program"; and

WHEREAS, the Summer Youth Employment and Internship Program partially completed its goals resulting in \$25,991 in unspent funding; and

WHEREAS, pursuant to Resolution No. 15-143 N.C., the Council allocated \$50,000 in Measure B funding for the Cycle 3 Project "Vallejo Firefighter Youth Academy"; and

WHEREAS, the Vallejo Firefighter Youth Academy successfully completed its stated goals under-budget, resulting in \$4,930 in unused funding; and

NOW THEREFORE BE IT RESOLVED that the PB Steering Committee recommends to City Council to reallocate unused project funding as follows:

- 1) Close out Cycle 1 "Light Up Vallejo" project and reallocate \$137,974 in unused funding to the Cycle 2 "Help the Homeless" project
- 2) Reallocate \$10,665 in unused funding from the Cycle 2 "Improving School Meals" project to the Cycle 2 "Help the Homeless" project
- 3) Reallocate \$25,991 in unused funding from the Cycle 2 "Summer Youth Employment and Internship Program," to the Cycle 3 "Vallejo Firefighter Youth Academy."

Adopted by the Participatory Budgeting Steering Committee at a Special Meeting held on January 19, 2017.

ATTEST:



 MICHELLE WHITNEY, CHAIR