



**CITY OF VALLEJO  
PARTICIPATORY BUDGETING STEERING COMMITTEE  
REGULAR MEETING AGENDA  
Tuesday, January 21, 2014  
6:30 – 8:30 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 1/8 Special Meeting will be presented for approval at the next Regular Meeting on Tuesday, 2/18.

Contact: Alea Gage, Administrative Analyst I, [agage@ci.vallejo.ca.us](mailto:agage@ci.vallejo.ca.us),  
(Temporary phone: 707-645-2609)

**5. PUBLIC COMMENT**

*Any member of the public wishing to directly address the Committee on any item on this agenda has the opportunity to comment at this time.*

**6. OATH OF OFFICE**

The City Clerk will administer the oath of office, required for appointed members serving on a city board. Each individual only needs to take the oath once during the duration of service.  
Contact: Dawn Abrahamson, City Clerk, dabrahamson@ci.vallejo.ca.us, 707-648-4527

**7. EXPLANATION AND DISSEMINATION OF FORM 700**

Because PBSC members play a role in the expenditure of public funds, PBSC members will be subject to conflict-of-interest information disclosure requirements. The City Clerk will be available to answer any questions.  
Contact: Dawn Abrahamson, City Clerk, dabrahamson@ci.vallejo.ca.us, 707-648-4527

**8. ASSEMBLY ORIENTATION**

The consultant will review the components of a budget assembly to help prepare PBSC and staff for upcoming assemblies.  
Contact: Ginny Browne, Participatory Budgeting Project, Inc., ginny@participatorybudgeting.org, 510-612-4826

**9. CALENDAR UPDATE AND ASSEMBLY AND OUTREACH SIGN UPS**

Steering Committee members will be asked to sign up to volunteer at assemblies and for outreach sessions. Staff will discuss the outreach events and facilitator trainings they have planned based on Steering Committee feedback and availability, and will provide outreach materials for Steering Committee members to distribute to their associated organizations, neighbors and networks.  
Contact: Alyssa Alford, Administrative Analyst I, aalford@ci.vallejo.ca.us, 707-648-4577 and Will Morat, Administrative Analyst I, wmorat@ci.vallejo.ca.us, (Temporary phone: 707-645-2608)

**10. NEW PB LOGO DISCUSSION**

The new PB logo will be discussed, following up on the presentation made at the 1/8 Special Meeting.  
Contact: Alea Gage, Administrative Analyst I, agage@ci.vallejo.ca.us, (Temporary phone: 707-645-2609)

**11. SUMMARY OF FIRST CYCLE**

Staff will discuss work underway on a summary of data showing the participation of various groups in all stages of the first cycle of PB.  
Contact: Alea Gage, Administrative Analyst I, agage@ci.vallejo.ca.us, (Temporary phone: 707-645-2609)

**12. APPOINTMENTS OF CHAIR AND VICE CHAIRS**

The Steering Committee will appoint a Chair and Vice Chair for the second cycle of PB from the nominations put forth at the 12/17 Regular Meeting.  
Contact: Alea Gage, Administrative Analyst I, agage@ci.vallejo.ca.us, (Temporary phone: 707-645-2609)

**13. NOMINATIONS AND APPOINTMENT OF SECRETARY**

To dates, notes of PBSC meetings have been taken in an informal and ad hoc manner. To improve recordkeeping and ensure transparency, the Steering Committee may want to consider appointing a secretary to take more formal minutes.

MEETING AGENDA - PARTICIPATORY BUDGETING STEERING COMMITTEE  
JANUARY 21, 2014  
PAGE 3 OF 3

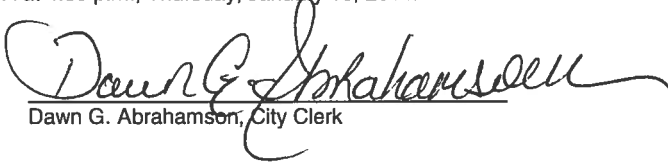
Contact: Alea Gage, Administrative Analyst I, agage@ci.vallejo.ca.us,  
(Temporary phone: 707-645-2609)

**14. NEXT STEPS**

**15. 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, January 16, 2014.

Dated: January 16, 2014

  
Dawn G. Abrahamson, City Clerk