



**CITY OF VALLEJO  
PARTICIPATORY BUDGETING STEERING COMMITTEE  
REGULAR MEETING AGENDA  
Tuesday, January 19, 2016  
6:30 – 9:00 p.m**

**Mare Island Conference Center  
375 G Street  
VALLEJO, CALIFORNIA 94590**

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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 12/15/15 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. COMMITTEE GOAL SETTING EXERCISE**  
The PBSC will discuss and share goals and challenges for its work during the upcoming year. No action will be taken.
- 7. IDENTIFICATION OF A PRELIMINARY TIMELINE FOR EACH PHASE OF PB FOR CYCLE 4**  
The PBSC will discuss and identify a preliminary timeline for each phase of PB (outreach, idea collection, proposal development, vote) for Cycle 4 based on direction provided by City Council on December 8, 2015, in order to begin planning and outreach.

**ACTION:** *By motion, the PBSC shall establish a preliminary timeline for Cycle 4 that aligns with City Council direction.*

Contact: Alyssa Alford, Administrative Analyst I, [alyssa.alford@cityofvallejo.net](mailto:alyssa.alford@cityofvallejo.net), 707-648-4577

**8. SELECTION OF THEME AND ASSOCIATED ARTWORK/LOGO FOR CYCL3 4**

The PBSC will select a theme and associated artwork/logo based on suggestions made during the December 15, 2015 Regular Meeting, where "The Power of Your Voice" was nominated as an outreach theme for Cycle 4.

**ACTION:** *By motion, the PBSC shall designate a theme and associated artwork/logo for the Cycle 4 outreach campaign.*

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

**9. DISCUSSION OF THE ONBOARDING PROCESS FOR NEW PBSC MEMBERS**

The PBSC will discuss the onboarding process for new PBSC members, who appointed by City Council on February 9, 2016, will attend their first PBSC meeting at the February 16, 2016 Regular PBSC Meeting. No action will be taken at this time.

**10. CONTINUED REVIEW AND DISCUSSION OF THE CONCERNS AND ISSUES RAISED BY CITY COUNCIL FOR CYCLE 4, IMPLEMENTATION OF CYCLE 1, 2 AND 3 PROJECTS**

The PBSC will continue a discussion initiated at the December 15, 2015 Regular Meeting about the concerns and issues raised by City Council at the December 8, 2015 Regular City Council meeting related to Cycle 4, as well as the implementation of projects from Cycle 1, 2 and 3 (including rolling over unspent funds). No action will be taken at this time.

**11. 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.

**12. ANNOUNCEMENTS & NEXT STEPS**

City staff or Steering Committee members may address the Committee on 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., Wednesday, January 12, 2016.



WILL MORAT FOR

Dated: January 12, 2016

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Dawn G. Abrahamson, City Clerk