



**CITY OF VALLEJO  
PARTICIPATORY BUDGETING STEERING COMMITTEE  
REGULAR MEETING AGENDA  
Thursday, April 20, 2017  
6:30 p.m. – 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 3/16/2017 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 VOTING PHASE UPDATE**  
PBSC will receive an update on the Cycle 4 Voting Phase, including the total number of votes collected and poll worker opportunities.

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

**8. RECOMMENDATION FOR UNUSED CYCLE 1, CYCLE 2, AND CYCLE 3 PROJECT FUNDING**

The PBSC and staff will discuss the status of Cycle 1, Cycle 2, and Cycle 3 project implementation. The PBSC will make a recommendation for possible use of project funding not utilized by grantees.

**ACTION:** *By motion, the PBSC will make a recommendation to City Council on the use of remaining Cycle 1, Cycle 2, and Cycle 3 project funding.*

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

**9. DISCUSSION OF EXPIRING PBSC TERM LIMITS AND NEW MEMBER APPLICATION PROCESS**

Staff will identify PBSC members with expiring terms, the new member application process and next steps.

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

**10. CONSIDERATION FOR ENFORCEMENT OF THE PBSC ATTENDANCE POLICY**

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.*

**11. WRITING THE RULES WORKSHOP**

The Steering Committee will review the Cycle 4 Rulebook and process and consider proposed revisions for a Cycle 5 Rulebook. The new Rulebook will be presented to City Council for consideration.

**ACTION:** *By motion, the PBSC shall recommend a draft Cycle 5 Rulebook for City Council consideration.*

**12. ANNOUNCEMENTS & NEXT STEPS**

City staff will provide an update on project implementation, 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, April 17, 2017.

Dated: April 14, 2017

*Alyssa Lane*  
FOR

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Dawn G. Abrahamson, City Clerk