



**CITY OF VALLEJO  
PARTICIPATORY BUDGETING STEERING COMMITTEE  
REGULAR MEETING AGENDA  
Thursday, August 17, 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 AGENDA**

The Committee may adopt the agenda as presented or may rearrange the order of items. Pursuant to the Brown Act, the Commission may not add items to the agenda and the Commission may only discuss items on the agenda.
- 5. APPROVAL OF THE MINUTES**
- 6. CITY COUNCIL LIAISON REPORT**
- 7. 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.*
- 8. UPDATE ON PBSC MEMBERSHIP**

The PBSC will receive an update on upcoming PBSC appointments, attendance, and participation.

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

**9. CYCLE 5 RULEBOOK DISCUSSION AND RECOMMENDATIONS**

The PBSC will review the revised Cycle 5 Rulebook and approve revisions to make a recommendation to City Council for approval.

**ACTION:** *By motion, the PBSC will make a recommendation to City Council on revisions to the Cycle 5 Rulebook.*

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

**10. CYCLE 5 OUTREACH DISCUSSION**

The PBSC will receive an update on Cycle 5 idea collection and marketing materials and sign up for upcoming outreach opportunities. The Cycle 5 Ad Hoc Outreach Subcommittee will provide an update to the Steering Committee and accept feedback to help develop an outreach calendar and strategy for the remaining Idea Collection Phase.

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

**11. CYCLE 5 PROPOSAL DEVELOPMENT PHASE PREPARATION AND TIMELINE APPROVAL**

In preparation for the upcoming Proposal Development Phase, the PBSC will review the Cycle 5 timeline and (if needed) approve revisions. The PBSC will discuss Budget Delegate recruitment and goal-setting for a delegate and staff orientation. The Steering Committee will also discuss preliminary deliverables for a professional facilitator and identify non-profits for possible prequalification.

**ACTION:** *By motion, the PBSC will approve a Cycle 5 Timeline.*

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

**12. ANNOUNCEMENTS & NEXT STEPS**

City staff will provide an update on relevant business and project implementation.

**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, August 14, 2017.

Dated: August 14, 2017

  
FOR

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Dawn G. Abrahamson, City Clerk