



NOTICE OF SPECIAL MEETING

CITY OF VALLEJO PARTICIPATORY BUDGETING STEERING COMMITTEE Wednesday, September 27, 2017 6:30 p.m. – 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.

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.cityofvallejo.net> 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.

TO THE MEMBERS OF THE PARTICIPATORY BUDGET STEERING COMMITTEE:

You are hereby notified that I do hereby call the Participatory Budget Steering Committee in special session to consider only the matters stated on the agenda listed below.

NOTICE: Members of the public shall have the opportunity to address the Participatory Budget Steering Committee concerning any item listed on the agenda before or during consideration of that item. No other items may be discussed at this special meeting.

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. **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. IDEA CATEGORIZATION ACTIVITY

The PBSC and staff will review pre-categorized ideas collected during the Cycle 5 Idea Collection phase, and if needed, recategorize and/or bundle ideas, and flag eligibility concerns. The PBSC will also identify possible public agencies to contact for prequalification, based on the provided ideas.

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

8. CYCLE 5 OUTREACH SIGN UP

The PBSC will sign up for remaining idea collection and budget delegate recruitment opportunities, including phone banking, flyer dropping and budget delegate recruitment.

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

9. CYCLE 5 BUDGET DELEGATE ORIENTATION

The PBSC will appoint a temporary, ad-hoc Event Planning subcommittee, comprised of four PBSC members, to help coordinate the Budget Delegate Orientation scheduled for October 12, 2017.

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

10. CYCLE 5 RULEBOOK UPDATE

Staff will provide the PBSC with an update on the Cycle 5 Rulebook recommendations to be presented at the City Council Meeting on October 24, 2017.

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

11. ANNOUNCEMENTS & NEXT STEPS

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

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 6:30 p.m., Tuesday, September 26, 2017.

Dated: September 25, 2017

*Alyssa Lane
For*

Dawn G. Abrahamson, City Clerk