

**PARTICIPATORY BUDGETING STEERING COMMITTEE  
REGULAR MEETING – 6:30 PM  
COUNCIL CHAMBERS**

**555 Santa Clara Street, Vallejo, California**

**DECEMBER 21, 2022**

**NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom.**

**City Hall and the Council Chambers will be open to members of the public 30 minutes prior to the start of the meeting.**

**PUBLIC COMMENT:** Members of the Public may provide public comments during the Participatory Budgeting Steering Committee Meeting in person or via ZOOM (<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833.

For additional instructions on how to speak remotely during public comment, please visit, [www.cityofvallejo.net/publiccomment](http://www.cityofvallejo.net/publiccomment)

**VIEW THE MEETING:**

**There are four different ways you can view this public meeting:**

- In Person
- Watch Vallejo local channel 28
- Stream from the City website: [www.cityofvallejo.net/Streaming](http://www.cityofvallejo.net/Streaming)
- Join the Zoom webinar: <https://ZoomRegular.Cityofvallejo.net>

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**

Hybrid Options are available for members of the public to participate. To participate remotely:

<https://ZoomRegular.CityofVallejo.net>

Option to join by phone:

Dial (669) 900-6833

Enter Meeting ID: 914 0075 0676#

Press \*9 to digitally raise your hand from the phone

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**3. ADMINISTRATION OF OATH OF OFFICE**

Present City Council Liaison will administer the Oath of Office to newly appointed commissioner.

**4. ROLL CALL**

**5. CORRESPONDENCE & COMMUNICATIONS**

**6. COMMUNITY FORUM**

*The Community Forum is an opportunity to address the Participatory Budgeting Steering Committee (PBSC) on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the PBSC to resolve. Any interested members of the public desiring to communicate with the PBSC as part of the Community Forum may do so in person by submitting a completed speaker's card to the City Clerk or via ZOOM:(<https://ZoomRegular.Cityofvallejo.net>), Option to join by phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press \* 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, [www.cityofvallejo.net/publiccomment](http://www.cityofvallejo.net/publiccomment). In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his/her name for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to a maximum of three minutes pursuant to Vallejo Municipal Code Section 2.02.300.*

**7. CITY COUNCIL LIAISON REPORT**

**8. APPROVAL OF AGENDA**

**A. APPROVAL OF AGENDA**

Recommendation: By motion, approve the agenda for the December 21, 2022 Regular meeting.

Contact: Flor Magallanes, PBSC Secretary  
[Flor.Magallanes@cityofvallejo.net](mailto:Flor.Magallanes@cityofvallejo.net)

**9. APPROVAL OF MINUTES**

**A. APPROVAL OF MINUTES**

Recommendation: By motion, approve minutes for the November 16, 2022 Regular meeting.

Contact: Flor Magallanes, PBSC Secretary  
[Flor.Magallanes@cityofvallejo.net](mailto:Flor.Magallanes@cityofvallejo.net)

## 10. DISCUSSION ITEMS

### A. PROJECT IMPLEMENTATION UPDATE

Presenter from the Public Works Department will provide project implementation updates for the open Cycle 4 Street & Pothole Repair and Cycle 5 Prioritizing Street & Pothole Repair projects.

Contact: Flor Magallanes, PBSC Secretary  
[Flor.Magallanes@cityofvallejo.net](mailto:Flor.Magallanes@cityofvallejo.net)

### B. PROPOSAL DEVELOPMENT PHASE

City Staff will provide an update on the proposal development phase since meetings began on December 1, 2022.

Contact: Flor Magallanes, PBSC Secretary  
[Flor.Magallanes@cityofvallejo.net](mailto:Flor.Magallanes@cityofvallejo.net)

### C. PROJECT PARTICIPANT SURVEY DISCUSSION

To gather more community input on the efficacy of projects, staff suggests surveying project participants. PBSC will make suggestions for survey requirements, format, and questions.

Contact: Flor Magallanes, PBSC Secretary  
[Flor.Magallanes@cityofvallejo.net](mailto:Flor.Magallanes@cityofvallejo.net)

## 11. ANNOUNCEMENTS

*Updates from Staff or Commissioners*

## 12. ADJOURNMENT

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### ADDITIONAL CITY INFORMATION

Members of the public can:

Like us on Facebook and Instagram ([@cityofvallejo](https://www.facebook.com/cityofvallejo))

Sign up to receive City Communications via e-mail ([www.cityofvallejo.net/subscribe](http://www.cityofvallejo.net/subscribe))

Sign up for emergency alerts at: [alertsolan.com](http://alertsolan.com)

Dated: Sunday, December 18, 2022

*Flor Magallanes for*

Jessica Lozano, PBSC Chair

I, Flor Magallanes, PBSC Secretary 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 6:00 p.m., Sunday, December 16, 2022.

*Flor Magallanes*

Dated: Sunday, December 18, 2022

Flor Magallanes, PBSC Secretary

**MINUTES  
PARTICIPATORY BUDGETING STEERING COMMITTEE  
REGULAR MEETING – 6:30 PM  
COUNCIL CHAMBERS**

**555 Santa Clara Street, Vallejo, California**

**NOVEMBER 16, 2022**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ADMINISTRATION OF OATH OF OFFICE**

Present City Council Liaison administered the Oath of Office to newly appointed commissioner Houston.

**4. ROLL CALL**

**Present-** Patricia Baisden, Dr. Annetta Ward, Ruscal Cayangyang, Jessica Lozano, Ann Adams, TehraLeigh Martin, Tara Beasley-Stansberry, Jessica Lozano, Lynda Daniels, Andrew Houston

**Staff Present-** Flor Magallanes, Acting Administrative Analyst I

**5. CORRESPONDENCE & COMMUNICATIONS-None**

**6. COMMUNITY FORUM-None**

**7. CITY COUNCIL LIAISON REPORT -None**

**8. APPROVAL OF AGENDA**

**A. APPROVAL OF AGENDA**

**Action:** Motion to approve November 16, 2022, PBSC Regular Meeting Agenda as presented was made by Commissioner Cayangyang, seconded by Commissioner Daniels, and approved unanimously.

**9. APPROVAL OF MINUTES**

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**A. APPROVAL OF MINUTES**

**Action:** Motion to approve October 19, 2022, PBSC Regular Meeting Minutes as presented was made by Commissioner Martin, seconded by Commissioner Cayangyang, all voted in in approval of the motion with the exception of Commissioner Houston who abstained.

**10. DISCUSSION ITEMS**

**A. PROPOSAL DEVELOPMENT PHASE**

The Cycle 8 Proposal Development phase will span from November 2022 to April 2023. Staff shared development phase details including timeline and orientation updates.

**B. CYCLE 7 PROJECT WITHDRAWAL**

Per the implementing partners, Solano County Probation Department's Center for Positive Change's request the Reentry for Offenders project has been withdrawn from implementation. Staff discussed status of funds and next steps per the PB Rulebook, which include potentially funding the next top vote getting project per Council's discretion.

**11. ACTION ITEMS**

**A. ELECTION OF PBSC CHAIR AND EXECUTIVE COMMITTEE**

**Action:** Motion to appoint Commissioner Patricia Baisden and Commissioner Ruscal Cayangyang as Co-Chairs of the PBSC Executive Committee made by Commissioner Cayangyang and seconded by Commissioner Lozano and approved unanimously.

**Action:** Motion to appoint Commissioner Jessica Lozano as Chair of the PBSC Executive Committee made by Commissioner Cayangyang and seconded by Commissioner Martin and approved unanimously.

**10. ANNOUNCEMENTS**

*Updates from Staff or Commissioners*

## **11. ADJOURNMENT**

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