

**PARTICIPATORY BUDGETING STEERING COMMITTEE
SPECIAL MEETING – 7:00 PM
COUNCIL CHAMBERS**

555 Santa Clara Street, Vallejo, California

APRIL 17, 2024

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

City Hall and the Vallejo Room 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

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
- Join the Zoom webinar: <https://zoom.us/my/vallejoec>

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

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

<https://zoom.us/my/vallejoec>

Password: 131313

From the Zoom App: (Join by Computer, Smartphone or iPad)

-Selection JOIN

-Meeting ID: 851 502 7190

-Password: 131313

Option to join by phone (voice only):

Dial (669) 900-6833

Enter Meeting ID: 851 502 7190#

You may be asked to enter a password: 131313

Press *6 to unmute yourself and *9 to digitally raise your hand from the phone if you wish to speak.

3. ADMINISTRATION OF OATH OF OFFICE

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

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. 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 April 17,2024 Regular Meeting.

Contact: Flor Magallanes, PBSC Secretary
Flor.Magallanes@cityofvallejo.net

9. APPROVAL OF MINUTES

A. APPROVAL OF MINUTES

Recommendation: By motion, approve minutes for the February 21, 2024 meeting.

Contact: Flor Magallanes, PBSC Secretary
Flor.Magallanes@cityofvallejo.net

10. DISCUSSION ITEMS

A. PB STAFFING UPDATE

City Staff will provide an update on PB staffing

Contact: Flor Magallanes, PBSC Secretary
Flor.Magallanes@cityofvallejo.net

B. RULEBOOK UPDATE

City Staff will provide an update on upcoming PB-relevant Council items including the Rulebook .

Contact: Flor Magallanes, PBSC Secretary
Flor.Magallanes@cityofvallejo.net

C. STEERING COMMITTEE MEMBERSHIPS

City staff will provide an update on PBSC memberships

Contact: Flor Magallanes, PBSC Secretary
Flor.Magallanes@cityofvallejo.net

D. OUTREACH CALENDAR

Staff will discuss and request input on upcoming outreach opportunities and materials

Contact: Flor Magallanes, PBSC Secretary
Flor.Magallanes@cityofvallejo.net

11. ADJOURNMENT

ADDITIONAL CITY INFORMATION

Members of the public can:

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

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

Sign up for emergency alerts at: alertsolan.com

Dated: Thursday April 11, 2024

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 5:00 p.m., Thursday, April 11, 2024.

Dated: Thursday April 11, 2024

Flor Magallanes

Flor Magallanes, PBSC Secretary

**PARTICIPATORY BUDGETING STEERING COMMITTEE
REGULAR MEETING MINUTES
VALLEJO ROOM
LOWER LEVEL OF JFK LIBRARY
505 Santa Clara Street, Vallejo, California
FEBRUARY 21, 2024**

1. CALL TO ORDER

The meeting was called to order at 6:30pm

2. ROLL CALL

Present: Chair Lozano, Co-chair Baisden, Co-chair Keith, Committee Members Daniels, Franco, and Martin

Absent: Commissioners Germaine, Sostarich, Hunter

3. PLEDGE OF ALLEIGENCE

Chair Lozano

4. COMMUNITY FORUM - None

5. CITY COUNCIL LIAISON REPORT - None

6. APPROVAL OF AGENDA

Action: Moved by Committee member Daniels, seconded by Committee Member Martin, and carried unanimously by committee members present to approve the Agenda for February 21, 2024, PBSC Regular Meeting

7. APPROVAL OF MINUTES

Action: Moved by Committee Member Martin, seconded by Committee Member Franco, and carried unanimously by Committee Members present to approve minutes of October 18, 2023, PBSC Regular Meeting

8. DISCUSSION ITEMS

A. PROJECT IMPLEMENTATION UPDATE

Secretary Magallanes provided an update. Following the update, staff responded to questions from Committee members. Committee members provided comment regarding reallocation of funds for Cycle 7.

B. CYCLE 8 VOTE SURVEY RESULTS

Secretary Magallanes provided an update on the Cycle 8 vote. Staff responded to questions from Committee members. Committee members provided comment regarding outreach efforts.

C. ATTENDANCE AND COMMITTEE MEMBER UPDATES

Secretary Magallanes reviewed the Attendance Policy as set forth in Vallejo Municipal Code Section 2.26.060. Staff responded to questions from Committee members. Committee members provided comment regarding attendance policy and regulations.

9. ACTION ITEMS

A. RULEBOOK CHANGES

Secretary Magallanes gave a presentation on potential participatory budgeting cycle changes regarding two-year cycle. Committee members commented and were addressed by Secretary Magallanes.

Action: By motion the PBSC approved a recommendation to make required PB Rulebook updates to establish a two-year cycle for the Vallejo PB process. Moved by Committee member Martin, seconded by Co-Chair Keith and carried unanimously by committee members present.

12. ADJOURNMENT

The meeting adjourned at 7:28 p.m.

ca Lozano, PBSC Chair

Dated: Wednesday, April 17, 2024

Dated: Wednesday, April 17, 2024

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Flor Magallanes, PBSC Secretary

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