

## YOUTH COMMISSION MEETING AGENDA

Wednesday, April 10, 2024  
7 p.m.

**Operations Services Center - 3333 Busch Road  
Pleasanton, CA 94566**

---

The meeting will be held in-person and streamed live at  
<https://www.youtube.com/user/TheCityofPleasanton>

**Public participation:** It is requested that members of the public wishing to address the Youth Commission submit a speaker card in person at the meeting. When public comment is opened on an agenda item, individuals may speak once per agenda item. You may submit a physical speaker card to the clerk at the meeting.

### CALL TO ORDER

- Pledge of Allegiance
- Roll Call

### AGENDA AMENDMENTS

### MINUTES

1. Approve regular meeting minutes of March 13, 2024

### MEETING OPEN TO THE PUBLIC

2. Public comment from the audience regarding items not listed on the agenda.  
*Speakers are encouraged to limit comments to 3 minutes.*

### MATTERS FOR THE COMMISSION'S REVIEW/ACTION/INFORMATION

3. Review and Comment on the New Ptownlife.org Website
4. Review and Discuss Youth in Government Day 2024

### COMMISSION REPORTS

5. Recreation Programs Update
6. Outreach Ad Hoc Committee Update
7. Tri-Valley Youth Roundtable Update

## **MATTERS INITIATED BY THE COMMISSION**

### **FUTURE AGENDA ITEMS**

8. Discussion on the need for additional youth-friendly spaces

### **ADJOURNMENT**

---

---

#### **Notice**

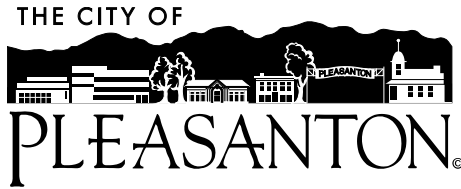
Under Government Code §54957.5, any writings/documents regarding an open session item on this agenda provided to a majority of the Commission after distribution of the agenda packet are available for public inspection at the Recreation Division Office, 400 Old Bernal Avenue, Pleasanton.

#### **Accessible Public Meetings**

The City of Pleasanton will provide special assistance for citizens with disabilities to participate in public meetings upon advance notice. If you need an auxiliary hearing aid or sign language assistance at least two working days advance notice is necessary. Please contact the Library and Recreation Department, PO Box 520, Pleasanton, CA 94566, or (925) 931-5340.

---

---



# Youth Commission Meeting Minutes

---

**March 13, 2024 – 6 p.m.**

## **CALL TO ORDER**

Chair Shah called to order the special meeting of the Youth Commission at 6 p.m. from the Operation Services Center at 3333 Busch Road Pleasanton, CA 94566.

Chair Shah led the Pledge of Allegiance and provided opening remarks.

## **ROLL CALL**

Present: Commissioners Chew, Kunde, Lam, Madabhavi, McGovern, Min, Parikh, Prakash, Saxena, Shannon and Chair Shah

Absent: Commissioners Sriram and Shah

## **AGENDA AMENDMENTS**

None.

## **MINUTES**

### **1. Approve regular meeting minutes of February 14, 2024.**

**MOTION:** It was m/s by Commissioner Shannon/Parikh to approve the regular meeting minutes of February 14, 2024. The motion was passed by the following vote:

Ayes: Commissioners Chew, Kunde, Lam, Madabhavi, McGovern, Min, Parikh, Prakash, Saxena, Shah, Shannon and Chair Shah

Noes: None

Absent: Commissioner Sriram and Shah

## **MEETING OPEN TO THE PUBLIC**

### **2. Public Comment from the audience regarding items not listed on the agenda.**

Chair Shaw opened public comment.

There being no speakers, Chair Shaw closed the item for public comment.

## MATTERS FOR THE COMMISSION'S REVIEW/ACTION/INFORMATION

### 3. Funding Pleasanton's Future

Heidi Murphy, Director of Library and Recreation, and Susan Hsieh, Finance Director, presented the item and answered commissioner questions.

Chair Shaw opened public comment.

There being no speakers, Chair Shaw closed the item for public comment.

### 4. Review and Allocate Community Grant Funds in the Youth Category for Fiscal Year 2024/25 and Recommend City Council Approval

Recommendation: Review and Allocate Community Grant Funds in the Youth Category for Fiscal Year 2024/25 and Recommend City Council Approval

Nicole Thomas, Recreation Supervisor, presented the item and answered commissioner questions.

The following representatives presented their grant projects at the meeting:

Lynn Gatehouse – Alan Hu Foundation

Jamie Mather – PUSD and Chez Nami

Barbara Lymberis – Livermore Valley Opera

Elise Greenway – Pleasanton Unified School District

Chair Shaw opened public comment.

Public comment provided by:

Andrea Wilson, Pleasanton Partners in Education

Kellie Elliot, Teen Esteem

Mallory McGoff, Go Green Initiative

Natali Lopez, Tri-Valley Haven

Chair Shaw closed the item for public comment.

**MOTION:** It was m/s by Prakash/Shannon to approve the following recommended grant allocations:

|                                      |         |
|--------------------------------------|---------|
| Alan Hu Foundation                   | \$4,500 |
| Cheza Nami Foundation                | \$4,400 |
| Livermore Valley Opera               | \$3,200 |
| Pleasanton Partnerships in Education | \$3,000 |
| Pleasanton Unified School Districts  | \$5,000 |
| Teen Esteem-Fall                     | \$3,800 |
| Teen Esteem-Spring                   | \$3,000 |
| The Go Green Initiative              | \$4,200 |

|                                         |         |
|-----------------------------------------|---------|
| The Go Green Initiative-Management      | \$0     |
| Tri-Valley Haven- Anti-Trafficking      | \$4,500 |
| Tri-Valley Haven- Healthy Relationships | \$4,400 |

Ayes: Commissioners Chew, Kunde, Lam, Madabhavi, McGovern, Min, Parikh, Prakash, Saxena, Shannon and Chair Shah

Noes: None

Absent: Commissioner Sriram and Shah

## **5. Recreation Programs Update**

Nicole Thomas, Recreation Supervisor, reminded commissioners about the Commission Committee Recognition Dinner to be held on Thursday, April 11, 2024. Please RSVP by March 25.

## **6. Youth in Government Day Ad Hoc Committee Update**

Commissioner Prakash and Shannon provided an update on 2024 Youth in Government Day.

## **7. Outreach Ad Hoc Committee Update**

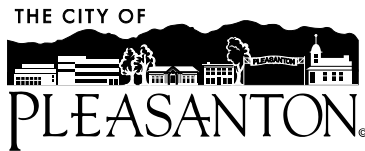
Commissioner Saxena provided an update on the Ad Hoc Committee projects.

## **8. Tri-Valley Youth Roundtable Update**

Nicole Thomas, Recreation Supervisor, provided an update on the upcoming Tri-Valley Roundtable on March 23, 2024.

## **ADJOURNMENT –**

There being no further business, Chair Shaw adjourned the meeting at 8:09 pm.



## YOUTH COMMISSION AGENDA REPORT

April 10, 2024  
Item 3

### **TITLE: REVIEW AND COMMENT ON NEW PTOWNLIFE.ORG WEBSITE**

#### **SUMMARY**

Ptownlife.org was developed as an outcome of the 2010 City of Pleasanton Youth Master Plan. It launched in the fall of 2012 to serve teens and families with children of all ages, providing a bridge between the community and an array of activities, services, and resources. A teen program, Ptownlife Web Team, was created to assist staff with creating content and website maintenance.

In 2022, the Ptownlife subcommittee's website review determined the website was outdated, and changes were needed to make the website both easier to manage and useful for youth and teens.

To assist with the technical aspect of website development, staff partnered with the Amador Valley High School Web Development Team (AV Web) to provide feedback and improvements. The AV Web Team recommended building a new website and offered to create one for commission review.

Staff requests the commission review the new website developed by AV Web and provide input. The commission is also asked to consider the need and/or value of hosting a youth and teen website. Commission input will be used to guide staff and the Ptownlife subcommittee's next steps.

#### **RECOMMENDATION**

Review and comment on the new Ptownlife.org website.

#### **BACKGROUND**

To meet the Youth Master Plan Goal 6 - Informed Youth and Adults, the Youth Master Plan Oversight Committee developed Ptownlife.org. The website provides a location for youth and families to find resources, events, and activities. The Ptownlife Web Team was developed alongside the website as a teen program providing volunteer hours to students interested in maintaining and marketing the website. The Web Team played an integral role in keeping Ptownlife up to-date and relevant.

In 2015, the Youth Commission Work Plan included forming a Ptownlife subcommittee to provide oversight and assist the Web Team. The Web Team provided regular updates to the subcommittee on new or changing elements to Ptownlife.org.

In 2016, responding to the lack of traffic to the website, City staff, and the Web Team began sharing content from the website with the public through an e-newsletter. Rather than the community having to visit the website for information, the News Team (formally Web Team), creates content to email directly to subscribers. The News Team continues today, creating original articles, news stories, and other information to share in the weekly e-newsletter; currently being sent to 469 subscribers.

The pandemic and the absence of the Ptownlife News Team for several years resulted in outdated content on the website. Technology has also evolved since the website launch and there are now new platforms for website development that would be more functional for the user and easier to maintain for staff and volunteers.

In the 2021/22 City Council Work Plan priority process, the Youth Commission highlighted the website redesign as a potential project under the youth-related “Expand Connections to Youth and Teen Services” priority. The Ptownlife website subcommittee reviewed the website and discussed potential changes and enhancements to make updating the website user-friendly and drive more traffic to the site.

In 2022, staff partnered with AV Web to suggest potential changes. AV Web reviewed the webpage and began working on potential upgrades. Due to changing technology and significant updates, AV Web recommended the creation of a new website.

In recent months, AV Web began developing a new website on an alternate platform. Staff provided AV Web with guidance based on discussions with the Ptownlife subcommittee. This included the events, volunteer opportunities, youth and teen activities, and e-newsletter archives all be included on the new webpage.

## **DISCUSSION**

AV Web has provided a new website draft for review. Staff is requesting the commission discuss and make recommendations on the following:

1. Does the commission see the need for a youth and teen website?
2. Comments and feedback on the new website.

## **EQUITY AND SUSTAINABILITY**

Not applicable, as this item is an administrative matter of City business.

## **OUTREACH**

Not applicable, as this item is a matter of commission business.

## **STRATEGIC PLAN ALIGNMENT**

This action advances the following Citywide goals and strategies:

ONE Pleasanton Citywide Strategic Plan

- Building a Community Where Everyone Belongs, Strategy 1 – Apply strategies from the City’s Diversity, Equity, and Inclusion (DEI) Action Plan to increase equitable access to City programs and services for the community
  - Library and Recreation Strategic Plan
    - Goal A: Programs, Plans and Services – Deliver exceptional programs and services that meet the needs and interests of the community.

## **FINANCIAL STATEMENT**

There are no immediate costs associated with this item. Should the commission recommend the existing website be replaced with a new design, additional costs would be necessary. Funding for this project in the amount of \$3,000 is budgeted in FY2023/24 Youth and Teen divisional budget account 00150201-43101.

Submitted by:

A handwritten signature in purple ink that reads "Nicole Thomas". The signature is written in a cursive, flowing style.

Nicole Thomas  
Recreation Supervisor

April 10, 2024  
Item 4

### **TITLE: REVIEW AND DISCUSS YOUTH IN GOVERNMENT DAY 2024**

#### **SUMMARY**

Each year the City of Pleasanton and the Pleasanton Unified School District partner to host Youth in Government Day. The goal of the day is to stimulate interest in community governance and assist in the understanding of the democratic process. Pleasanton high school students spend a day job shadowing, participating in staff meetings, and learning about City and School District leadership. On average, 75 students attend this event.

Along with job shadowing, students participate in an afternoon closing activity to apply lessons learned throughout the day. The activity was modeled after the Shark Tank television show. Student groups presented their ideas at the closing session, Shark Tank-style.

The Youth in Government Day Ad Hoc Committee has requested the commission review the event and discuss new closing activity ideas.

#### **RECOMMENDATION**

Review and discuss Youth in Government Day 2024

#### **BACKGROUND**

From 2010 through 2015, Youth in Government Day consisted of a morning job shadow experience, lunch, and an afternoon workshop. Some examples of the afternoon workshop included: a mock city council meeting, discussions on teen issues, and keynote speakers on youth-related topics.

Based on feedback from students at the time, in 2016, the structure of the day changed to include an afternoon job shadow experience in lieu of a workshop or closing activity. This allowed students to meet and shadow two different professionals during the event.

While the Youth Commission has been involved in Youth in Government Day since its inception, the Public Policy Committee and more recently the Youth in Government Day Ad Hoc Committee work directly with City staff on the planning, marketing, and day of coordination.

The Ad Hoc Committee recommended including a short closing activity after the second job shadow experience. A Shark Tank-style activity was first introduced in 2023 and, due to its success, repeated in 2024. This group activity asked students to work

together to propose a new idea that could help better the Pleasanton community. This idea could be a solution to address a current problem, address an issue discussed during a shadow experience, or a new idea that might improve the quality of life for residents. Student groups presented their ideas at the closing session.

## **DISCUSSION**

In evaluating the event with City staff, the Youth in Government Day Ad Hoc Committee recommended the commission discuss the event and possible alternatives for the closing session. Attachment 1 provides the event schedule.

Staff recommends commissioners review the schedule and information provided by the Ad Hoc Committee and provide feedback and suggestions for a closing activity to be implemented in 2025.

## **EQUITY AND SUSTAINABILITY**

Not applicable, as this item is an administrative matter of City business.

## **OUTREACH**

Not applicable, as this item is a matter of commission business.

## **STRATEGIC PLAN ALIGNMENT**

This action advances the following Citywide goals and strategies:

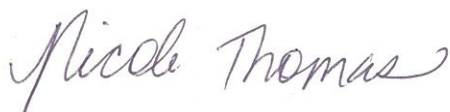
ONE Pleasanton Citywide Strategic Plan (Attachment 2)

- Building a Community Where Everyone Belongs, Strategy 1 – Apply strategies from the City’s Diversity, Equity, and Inclusion (DEI) Action Plan to increase equitable access to City programs and services for the community.
  - Library and Recreation Strategic Plan (Attachment 3)
    - Goal A: Programs, Plans and Services – Deliver exceptional programs and services that meet the needs and interests of the community.

## **FINANCIAL STATEMENT**

There are no immediate costs associated with this item.

Submitted by:



Nicole Thomas  
Recreation Supervisor

Attachment: 1. Youth in Government Day Schedule



# Youth in Government Day

Tuesday, February 27, 2024  
Veteran's Memorial Building

|                         |                                                                                                       |
|-------------------------|-------------------------------------------------------------------------------------------------------|
| 8:30 – 9 a.m.           | Check-In / Coffee                                                                                     |
| 9 – 9:15 a.m.           | <u>Opening Remarks</u><br>Mayor Karla Brown<br>PUSD Superintendent<br>City of Pleasanton City Manager |
| 9:15 – 9:20 a.m.        | Locate Job Shadows                                                                                    |
| 9:20 – 11:20 a.m.       | Job Shadow Session #1                                                                                 |
| 11:20 a.m. – 12:20 p.m. | Networking Lunch Veteran's Hall<br>301 Main Street                                                    |
| 12:20 – 12:25 p.m.      | Locate Job Shadows                                                                                    |
| 12:25 – 2:25 p.m.       | Job Shadow Session #2                                                                                 |
| 2:25 – 3:30 p.m.        | <u>Closing Session</u><br>How Students Can Get Involved In Their<br>Community                         |

City of Pleasanton  
&  
Pleasanton Unified School District