



## YOUTH COMMISSION REGULAR MEETING AGENDA

Wednesday, October 9, 2024  
7:00 PM

Remillard Conference Room  
3333 Busch Road  
Pleasanton, CA 94566

---

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

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

### In Person:

- Submit a physical speaker card at the meeting. Please provide comment when your name is called.

---

### CALL TO ORDER

- Pledge of Allegiance
- Roll Call

### AGENDA AMENDMENTS

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

1. Welcome, Icebreaker, and Introduction of Staff Liaison and Team Members
2. Selection of Youth Commission Chair and Vice Chair for School Year 2024/25
3. Selection of Committee Assignment for the Bicycle, Pedestrian, and Trails Committee
4. Review and Approve Tentative Youth Commission Meeting Schedule for School Year 2024/25
5. Recap and Discussion: Youth in Government Day

### APPROVAL OF MINUTES

6. Approval of the Minutes from the April 10, 2024, Youth Commission Meeting

### MEETING OPEN TO THE PUBLIC

7. Public Comment regarding items not listed on the agenda – Speakers are limited to 3 minutes.

**STAFF UPDATE**

**MATTERS INITIATED**

**FUTURE AGENDA ITEMS**

**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 will be available for public inspection at the Library and Recreation department located at 400 Old Bernal Ave., Pleasanton, CA 94566.

**Accessible Public Meetings**

The City of Pleasanton can provide special assistance for persons with disabilities to participate in public meetings. To make a request for a disability-related modification or accommodation (e.g., an assistive listening device), please contact the Library and Recreation department located at 400 Old Bernal Ave., or (925) 931-5340 at the earliest possible time. If you need sign language assistance, please provide at least two working days' notice prior to the meeting date.

---



**YOUTH COMMISSION AGENDA  
REPORT**

---

October 9, 2024  
City Manager

**TITLE: WELCOME, ICEBREAKER, AND INTRODUCTION OF STAFF LIAISON AND  
TEAM MEMBERS**

**SUMMARY**

The Youth Commission will welcome its new members and participate in an icebreaker activity. The commission will also be introduced to the staff liaison and Sharon Petrehn, who will assist in leading Youth in Government Day this year.

**RECOMMENDATION**

Welcome, Icebreaker, and Introduction of Staff Liaison and Team Members

**BACKGROUND**

As new members join the Youth Commission, it is important to foster a sense of team and collaboration. This activity provides an opportunity for new and existing members to get to know one another and meet the staff liaison, Aarón Zavala, and Sharon Petrehn, who will be helping lead Youth in Government Day this year.

**DISCUSSION**

The icebreaker activity will help build rapport among commissioners. Additionally, Aarón Zavala, the staff liaison, will provide an overview of his role and responsibilities, while Sharon Petrehn will introduce herself and discuss her involvement in Youth in Government Day.

**EQUITY AND SUSTAINABILITY**

N/A

**OUTREACH**

N/A

**STRATEGIC PLAN ALIGNMENT**

N/A

**FINANCIAL STATEMENT**

There is no financial impact for this item.

Prepared by:

Submitted by:

Approved by:

*Aarón Zavala Aarón Zavala* **Alexa  
Jeffres  
S**

Aarón Zavala, Assistant to the City Manager

Attachments:

None



**YOUTH COMMISSION AGENDA  
REPORT**

---

October 9, 2024  
City Manager

**TITLE: SELECTION OF YOUTH COMMISSION CHAIR AND VICE CHAIR FOR SCHOOL  
YEAR 2024/25**

**SUMMARY**

Annually, the Youth Commission selects a Chair and Vice Chair to facilitate meetings for the upcoming school year.

**RECOMMENDATION**

Selection of Youth Commission Chair and Vice Chair for School Year 2024/25

**BACKGROUND**

Per the City of Pleasanton Municipal Code Chapter 2.29, Section 2.29.070 (Organization), commissioners shall meet in regular session and elect a Chairperson and Vice Chairperson. The election shall be by majority vote of the commission. The service term for these offices is one year, and no commissioner shall serve more than two consecutive terms as Commission Chairperson.

**DISCUSSION**

Commissioners may nominate candidates for the Chair and Vice Chair positions. The selection is made by a majority vote of the commission, ensuring leadership for the upcoming school year.

**EQUITY AND SUSTAINABILITY**

N/A

**OUTREACH**

N/A

**STRATEGIC PLAN ALIGNMENT**

N/A

**FINANCIAL STATEMENT**

There is no financial impact for this item.

Prepared by:

Submitted by:

Approved by:

*Aarón Zavala Aarón Zavala* **Alexa  
Jeffres**

Aarón Zavala, Assistant to the City Manager

Attachments:  
None



**YOUTH COMMISSION AGENDA  
REPORT**

---

October 9, 2024  
City Manager

**TITLE: SELECTION OF COMMITTEE ASSIGNMENT FOR THE BICYCLE, PEDESTRIAN,  
AND TRAILS COMMITTEE**

**SUMMARY**

Each year, the Youth Commission selects a representative to participate on the Bicycle, Pedestrian, and Trails Committee. The selected representative will provide monthly updates to the Youth Commission on the committee’s activities and projects.

**RECOMMENDATION**

Select one representative from the Youth Commission to serve on the Bicycle, Pedestrian, and Trails Committee for the school year 2024/25.

**BACKGROUND**

The Bicycle, Pedestrian, and Trails Committee advises the Parks and Recreation Commission and the City’s Traffic Engineering Division on bicycle, pedestrian, and trail-related matters. The committee reviews and prioritizes potential projects, provides input on policies related to bikeways and trails, and promotes community education and awareness regarding non-motorized transportation.

**DISCUSSION**

Youth Commission participation on the Bicycle, Pedestrian, and Trails Committee offers an opportunity to be directly involved in City projects that improve and promote non-motorized transportation options. The committee meets on the fourth Monday of each month at 6:45 p.m. at the Pleasanton Senior Center. One Youth Commission representative is needed for the 2024/25 school year.

**EQUITY AND SUSTAINABILITY**

N/A

**OUTREACH**

N/A

**STRATEGIC PLAN ALIGNMENT**

N/A

**FINANCIAL STATEMENT**

There is no financial impact for this item.

Prepared by:

Submitted by:

Approved by:

*Aarón Zavala Aarón Zavala* **Alexa  
Jeffres**

Aarón Zavala, Assistant to the City Manager

Attachments:  
None

**YOUTH COMMISSION AGENDA  
REPORT**

October 9, 2024  
City Manager

**TITLE: REVIEW AND APPROVE TENTATIVE YOUTH COMMISSION MEETING  
SCHEDULE FOR SCHOOL YEAR 2024/25**

**SUMMARY**

As stated in Section 2.29.080 of the Pleasanton Municipal Code, Youth Commission regular meetings shall be held on the second Wednesday of each month, September through May, at a time and place set by the commission. The commission may approve an alternate meeting date and tentative schedule for the school year.

**RECOMMENDATION**

Review and Approve Tentative Youth Commission Meeting Schedule for School Year 2024/25

**BACKGROUND**

Per Pleasanton Municipal Code Section 2.29.080, Youth Commission regular meetings are held on the second Wednesday of each month, from September through May, unless the commission approves an alternate date.

**DISCUSSION**

The proposed tentative schedule below outlines proposed meeting times at the current location of the Remillard Conference Room in Public Works Department at 3333 Busch Road.

With the update to the City Council Chambers, all commissions are anticipated to hold their meetings in the City Council Chambers. Due to meeting compaction with the Planning Commission, which also meets on the second Wednesday of the month, currently in the City Council Chambers, the Youth Commission will need to find an alternative time. Staff will work with the City Clerk's office on available days and bring back a proposed schedule for meetings in the City Council Chambers for approval at the November meeting. For now meetings will continue to be held in the Remillard Conference Room.

**Proposed Tentative Youth Commission Meeting Schedule for School Year 2024/25**

**Location:** Public Works Department, Remillard Room (3333 Busch Road)

**Time:** 7:00 PM

- October 9, 2024
- November 13, 2024
- December 11, 2024
- January 8, 2025
- February 12, 2025
- March 12, 2025
- April 9, 2025

- May 14, 2025

**EQUITY AND SUSTAINABILITY**

N/A

**OUTREACH**

N/A

**STRATEGIC PLAN ALIGNMENT**

N/A

**FINANCIAL STATEMENT**

There is no financial impact for this item.

Prepared by:

Submitted by:

Approved  
by:

*Aarón Zavala Aarón Zavala*

Aarón Zavala, Assistant to the City Manager

Attachments:

None

**YOUTH COMMISSION AGENDA  
REPORT**

---

October 9, 2024  
City Manager

**TITLE: RECAP AND DISCUSSION: YOUTH IN GOVERNMENT DAY**

**SUMMARY**

The Youth Commission will recap Youth in Government Day, reflecting on the event from both the Youth Commission perspective and the staff's perspective. The discussion will explore what participants liked, disliked, and what improvements can be made for the next Youth in Government Day in the Spring Semester.

**RECOMMENDATION**

Participate in a discussion to provide feedback on Youth in Government Day and suggest improvements for the next event in the Spring Semester.

**BACKGROUND**

Youth in Government Day is an annual event designed to engage you in local government processes, providing an opportunity to interact with city staff and learn about municipal operations. Gathering feedback from both the commission and staff helps improve future events.

**DISCUSSION**

We will begin with a recap of the most recent Youth in Government Day, sharing key takeaways from both the Youth Commission and staff's perspective. The Youth Commission will then have the chance to discuss what they liked, what could be improved, and suggest ideas for the next Youth in Government Day in the Spring Semester.

**EQUITY AND SUSTAINABILITY**

N/A

**OUTREACH**

N/A

**STRATEGIC PLAN ALIGNMENT**

N/A

**FINANCIAL STATEMENT**

There is no financial impact for this item.

Prepared by:

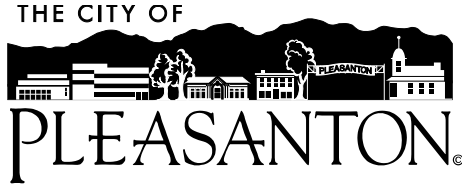
Submitted by:

Approved by:

*Aarón Zavala Aarón Zavala* **Alexa  
Jeffres  
S**

Aarón Zavala, Assistant to the City Manager

Attachments:  
None



# Youth Commission Meeting Minutes

April 10, 2024 – 7 p.m.

## CALL TO ORDER

Chair Shah called to order the special meeting of the Youth Commission at 7 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, Madabhavi, McGovern, Min, Parikh, Prakash, Saxena, Shah, Shannon, Sriram and Chair Shah

Absent: None

## AGENDA AMENDMENTS

Switch items 5 and 7

## MINUTES

### 1. Approve regular meeting minutes of March 13, 2024.

Corrections: Chair ~~Shaw~~ Shah on pages 1 and 2; page 2 – ~~Chez~~ Cheza

**MOTION:** It was m/s by Commissioner Shannon/Shah to approve the regular meeting minutes of March 13, 2024. The motion was passed unanimously.

## MEETING OPEN TO THE PUBLIC

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

Chair Shah opened public comment.

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

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

### **3. Review and Comment on the New Ptownlife.org Website**

The commission was presented with new website designs for Ptownlife.org. The commissioners discussed and provided feedback.

Chair Shah opened public comment.

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

### **4. Review and Discuss Youth in Government Day 2024**

Nicole Thomas, Recreation Supervisor, presented the item and answered questions from commissioners. The Commission discussed alternative activities for the afternoon portion of the Youth in Government Day.

### **5. Recreation Programs Update**

Nicole Thomas, Recreation Supervisor acknowledged and thanked the outgoing Commissioners. She also introduced Aarón Zavala, Assistant to the City Manager. Aarón will become the staff liaison to the Youth Commission beginning in September 2024.

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

No report as this was discussed in Item 4.

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

No Report-the Committee did not meet.

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

Commissioner Saxena and Chair Shah reported on the event that included City of San Ramon, Town of Danville, City of Livermore, and City of Dublin commissioners.

### **ADJOURNMENT –**

There being no further business, Chair Shaw adjourned the meeting at 8:30 pm.