



**YOUTH COMMISSION  
REGULAR MEETING AGENDA**

**Wednesday, December 11, 2024  
7:00 PM**

**Remillard Room  
3333 Busch Road  
Pleasanton, CA 94566**

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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.

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**CALL TO ORDER**

- Pledge of Allegiance
- Roll Call

**AGENDA AMENDMENTS**

**APPROVAL OF MINUTES**

1. Approval of minutes from the November 13, 2024 Youth Commission Meeting

**MEETING OPEN TO THE PUBLIC**

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

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

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

**WORKSHOP**

4. Workshop: Youth in Government Day 2025 – Planning Session

**COMMISSION REPORTS**

## STAFF UPDATE

## ADJOURNMENT

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### **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.

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**YOUTH COMMISSION AGENDA  
REPORT**

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December 11, 2024  
City Manager

**TITLE: APPROVAL OF MINUTES FROM THE NOVEMBER 13, 2024 YOUTH  
COMMISSION MEETING**

**SUMMARY**

The Youth Commission is asked to approve the minutes from the regular meeting held on November 13, 2024.

**RECOMMENDATION**

Approval of minutes from the November 13, 2024 Youth Commission Meeting

**BACKGROUND**

At each regular meeting, the Youth Commission is provided an opportunity to approve the minutes from its previous meeting. This process ensures accuracy in record-keeping and formalizes the actions taken by the Commission.

**DISCUSSION**

The minutes from the November 13, 2024, Youth Commission meeting have been prepared and reviewed. The Commission is requested to approve the minutes as presented or with any necessary amendments.

**EQUITY AND SUSTAINABILITY**

N/A

**OUTREACH**

N/A

**STRATEGIC PLAN ALIGNMENT**

N/A

**FINANCIAL STATEMENT**

There is no financial impact for this team.

Prepared by: Aarón Zavala

Submitted by: Aarón Zavala

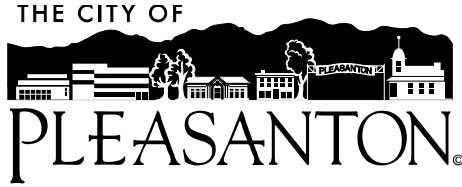
Approved  
by:

Aarón Zavala Aarón Zavala

Aarón Zavala, Assistant to the City Manager

Attachments:

1. 11-13-24 Youth Commission Meeting Minutes



# Youth Commission Meeting Minutes

**November 13, 2024 – 7 p.m.**

## **CALL TO ORDER**

Chair Shannon called to order the meeting of the Youth Commission at 7:000 p.m. from the Operation Services Center at 3333 Busch Road Pleasanton, CA 94566.

## **ROLL CALL**

Present: Commissioners Bridenbaugh, Garber, Gupta, Kunde, Kumar, McShane, Min, Parikh, Shah, Shannon, and Wang  
Absent: Commissioners Bawa and Jain

## **AGENDA AMENDMENTS**

None.

## **MINUTES**

### **1. Approve regular meeting minutes of October 9, 2024.**

**MOTION:** It was m/s by Vice Chair Parikh/Commissioner Gupta to approve the regular meeting minutes of October 9, 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 Shannon opened public comment.

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

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

### **3. Review and Approve Youth Commission Meeting Schedule for School Year 2024/25**

Approval with consideration of the week of April 16<sup>th</sup>, preference not to move location.

Chair Shannon opened public comment.

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

Motion by Commissioner Garber, Second by Commissioner Shah | Unanimous Approval

**4. Discussion: Youth in Government Day**

Unanimous Approval of Sustainability/Climate Action as the Theme for Youth in Government Day, while incorporating Team Building.

**5. Review and Approve Funding Criteria for Fiscal Year 2025/26 Community Grant Program – Youth Category**

Motion by Vice Chair Parikh, Second by Commissioner Kumar | Unanimous Approval

**ADJOURNMENT –**

There being no further business, Chair Shannon adjourned the meeting at 8:03 pm.

**YOUTH COMMISSION AGENDA  
REPORT**

December 11, 2024  
City Manager

**TITLE: REVIEW AND APPROVE 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 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. These meetings are typically conducted in the Remillard Room of the Public Works Department unless otherwise determined.

At the October 9, 2024, meeting, the Youth Commission expressed a preference to maintain Wednesday meetings and their usual location in the Remillard Room, should it remain available. Additionally, the commission voted to cancel the May 14, 2025, meeting and start the March 12, 2025, meeting at 6:00 PM—one hour earlier than usual—to allow sufficient time to discuss grants. Following this direction, staff worked with the City Clerk’s Office to coordinate adjustments to the meeting schedule.

In subsequent discussions, staff noted changes in the grants review process that necessitated a shift in the timing of the grants-focused meeting from March to April. Staff proposed keeping the March 12, 2025, meeting at 7:00 PM and holding the April 9, 2025, meeting at 6:00 PM to accommodate this adjustment.

**DISCUSSION**

At the November 13, 2024, meeting, commissioners revisited the proposed schedule, taking into consideration potential conflicts. Commissioners noted that Spring Break coincides with the originally proposed April 9, 2025, meeting date. To address this conflict, the commission proposed moving the April meeting to April 16, 2025, with a start time of 6:00 PM.

Additionally, due to availability conflicts with the Remillard Room, staff secured the City Council Chambers as the alternate location for the April 16, 2025, meeting. All other meetings will remain in the Remillard Room as previously determined.

The finalized proposed meeting schedule is as follows:

### **Meeting Schedule**

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

**Time:** 7:00 PM, unless otherwise indicated

- October 9, 2024
- November 13, 2024
- December 11, 2024
- January 8, 2025
- February 12, 2025
- March 12, 2025
- **April 16, 2025** (6:00 PM start, **City Council Chambers**)
- **May 14, 2025 (Canceled)**

The commission is requested to finalize and adopt the updated meeting schedule, which reflects these changes.

### **EQUITY AND SUSTAINABILITY**

### **OUTREACH**

### **STRATEGIC PLAN ALIGNMENT**

### **FINANCIAL STATEMENT**

Prepared by: Aarón Zavala

Submitted by: Aarón Zavala

Approved  
by:

Aarón Zavala Aarón Zavala

Aarón Zavala, Assistant to the City Manager

Attachments:  
None