



SARATOGA YOUTH COMMISSION SPECIAL MEETING

AUGUST 23, 2022

4:00 P.M. SPECIAL MEETING

City Hall, Linda Callon Conference Room, 13777 Fruitvale Avenue, Saratoga, CA

Teleconference/Public Participation Information to Mitigate the Spread of COVID-19

The public may participate in this meeting in person at the location listed above or remotely using the meeting access information below. The meeting is being conducted pursuant to recent amendments to the teleconference rules required by the Ralph M. Brown Act allowing teleconferencing during a proclaimed state of emergency when local officials have recommended social distancing. The purpose of the amendments is to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.

Members of the public can view and participate in the **Special Meeting** by:

- Using the Zoom website <https://us02web.zoom.us/j/84864283211> (Webinar ID 848 6428 3211); OR
- Calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID provided above

As always, members of the public can send written comments to the Youth Commission prior to the meeting by commenting online at www.saratoga.ca.us/yc prior to the start of the meeting. These emails will be provided to the members of the Commission and will become part of the official record of the meeting.

ROLL CALL

REPORT ON POSTING OF THE AGENDA

The agenda for this meeting was properly posted on August 20, 2022.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

Any member of the public may address the Youth Commission for up to three (3) minutes on matters not on the Agenda. The law generally prohibits the Youth Commission from discussing or taking action on such items. However, the Youth Commission can schedule the item for discussion at a future meeting.

AGENDA ITEMS:

1. Youth Commission Minutes

Recommended Action:

Review and approve the minutes from the June 5, 2022 meeting.

2. Tour of City Hall

Recommended Action:

Take a tour of the Saratoga City Hall campus and facility spaces that have been commonly used for Youth Commission efforts in previous years.

3. Commissioner Handbook

Recommended Action:

Review the handbook, roles and expectations of a Youth Commissioner.

[Commission Handbook 2021](#)

4. Brown Act & Communications

Recommended Action:

Receive presentation from staff about the Brown Act and communications.

5. Work Plan 2022-2023

Recommended Action:

Discuss ideas to include in the 2022-2023 Youth Commission work plan that will be further discussed in September 2022.

6. Youth Commission 2022-2023 Apparel

Recommended Action:

Select a piece of apparel for the Youth Commission 2022-2023 year. Share input on designs and color if desired.

7. Youth Commission Positions

Recommended Action:

Discuss the process, roles, and responsibilities of each Youth Commission position. Select a chair, vice chair, secretary, treasurer, and marketing chair.

8. Joint Meeting Presentation

Recommended Action:

The joint meeting with the Saratoga City Council is scheduled for September 21, 2022. During the meeting, the Youth Commission will present their 2022-2023 work plan and should be prepared to answer any questions.

9. Future Agenda Items

Recommended Action:

Consider agenda items for upcoming meetings. The next regular Youth Commission meeting is scheduled for September 27, 2022. The Youth Commission may choose to schedule a Special Meeting on September 6, 2022 to work on the 2022-2023 work plan.

ADJOURNMENT

CERTIFICATE OF POSTING OF THE AGENDA, DISTRIBUTION OF THE AGENDA PACKET, COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

I, Kayla Nakamoto, Administrative Analyst for the City of Saratoga, declare that the foregoing agenda for the meeting of the Youth Commission was posted and available for review on August 20, 2022 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at www.saratoga.ca.us.

Signed this 20th day of August 2022 at Saratoga, California.

Kayla Nakamoto, Administrative Analyst

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Youth Commission by City staff in connection with this agenda, copies of materials distributed to the Youth Commission concurrently with the posting of the agenda, and materials distributed to the Youth Commission by staff after the posting of the agenda are available on the City Website at www.saratoga.ca.us. Following removal of State and local shelter in place orders these materials will be available for review in the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, California.

In Compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at bavrit@saratoga.ca.us or calling 408.868.1216 as soon as possible before the meeting. The City will use its best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety. [28 CFR 35.102-35.104 ADA title II]